Regular City Council Meeting
(City Hall - Chambers Room #100)
September 8, 2026
6:00 PM

MEETING LOCATION
Caldwell City Hall
205 South 6th Avenue

Virtual Participation Option: Register in advance to provide public comments electronically or by telephone. During the registration process, you will be asked what item on the agenda you wish to speak about. Please use the case number as listed within the written notice.

Online registration must be submitted at least 24 hours in advance of the meeting. Click on the "public meetings" button on the center of the page. After registration, you will receive a confirmation email containing information about joining the virtual meeting. REGISTER AT: https://www.Cityofcaldwell.org

Written comments must be received at least 8 days in advance of the meeting to the Planning & Zoning Department at P&Z@Cityofcaldwell.org to be included within the staff report. All comments received after the staff report has been transmitted will be included in the case file and provided as late exhibits at the appropriate public hearing.

Live Stream Viewing: If you are not planning to speak, members of the public are encouraged to view the meeting via the live stream option: https://www.youtube.com/channel/UCci7S1A0UJNK6asXxxugLGA

AGENDA

Workshop - held at 5:00pm

1. Caldwell Police and Fire Pinning and Promotions

Invocation

Pledge of Allegiance to the Flag

Roll Call
Scott Tilmant, Chuck Stadick, Diana Register, Geoff Williams, Chris Allgood, Mike Dittenber

Conflict of Interest Declaration
The Mayor and members of the City Council have a duty to serve honestly and in the public interest. Where the Mayor or a member of the City Council have a conflict of interest, they may need to disclose the conflict and in certain circumstances, including land use decisions, they cannot participate in the decision-making process. Similarly, ex-parte contacts and site visits in most land use decisions must also be disclosed.

Special Presentations

1. Proclamation: Hispanic Heritage Month

Audience Participation
This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. Persons wishing to speak will have three (3) minutes. Comments related to pending public hearings, including decisions that may be appealed to the City Council, are out of order and should be held for the public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. 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 permits. In order to ensure adequate public notice, Idaho Law provides that any item, other than emergencies, requiring Council action must be placed on the agenda of an upcoming Council meeting. As such, the City Council can't take action on items raised during citizens issues at the same meeting but may request additional information or that the item be placed on a future agenda.

Consent Calendar
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 be discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval. All Consent Calendar items are considered action items.

1. The Caldwell City Council dispenses with the 3 reading rule of Idaho Code §50-902 for all ordinances

2. Minutes

    a. Approve the Minutes from the Caldwell City Council Meetings - June 2026

    b. Approve the Hearing Examiner August 11th, 2026, meeting minutes.

    c. Approve the Historic Preservation Commission January 13th, 2026, special meeting minutes.

    d. Approve the Historic Preservation Commission January 26th, 2026, meeting minutes.

    e. Approve the Historic Preservation Commission February 3rd, 2026, special workshop meeting minutes.

    f. Approve the Planning and Zoning Commission June 10th, 2026, meeting minutes.

3. Temporary easement for sanitary sewer, domestic water, pressure irrigation main line.

4. Approve the purchase of hazardous materials response equipment in the amount of $226,615.86 with funding already provided through the Idaho Office of Emergency Management (IOEM) Hazardous Materials Grant Program.

5. Approve the agreement for Fire Department dispatch services between the City of Caldwell and Canyon County as budgeted.

6. Dedication of Sewer, Water, Pressure Irrigation, Storm Drain and Street Light Facilities as part of The Charles at Karcher, Phase 1

7. Professional Service Agreement with Cushing Terrell for Programming, Visioning, and Planning Services for the Caldwell Senior Center in the amount of $7,780.00

8. Approval of Amendment No. 1 to Task Order No. 12 with HDR Engineering, Inc. – Test Well No. 25

9. Approve fee waiver request from TVDSA to waive the SEP application fee for their Step Up for Down Syndrome advocacy walk scheduled for 9/12/2026 in downtown Caldwell

10. Approval of Change Order No. 1 – Well House 20 Construction Project Acess Road

11. Approval of Change Order No. 2 – Well House 20 Construction Project Contract Time Extension and Delay Costs

12. Utility easement for sanitary sewer, domestic water, pressure irrigation main line at Prospector Pointe Phase 2.

13. Approve the Findings of Facts and Conclusions of Law for Chestnut Heights No. 3 Final Plat (SFP24-000018).

14. Approve the Findings of Facts and Conclusions of Law for Reserve at Verbena No. 2 Final Plat (SFP26-000020).

15. Approve the Findings of Facts and Conclusions of Law for Enclave No. 2 Final Plat (SFP26-000030).

16. Appointment of Brad Burbank to the Planning and Zoning Commission for Term #1.

17. Wolfe Field Parking lot Extension

18. Idaho State Grant match award. Project Description: Rehab Taxiway C (phase 1 design); FS Program Number: F26IEUL, Project Number: AIP042

19. Dedication of Sewer, Water, Pressure Irrigation, Storm Drain and Street Light Facilities in the Valencia Village Subdivision, Phase No. 2.

Old Business
This section of the agenda is to continue consideration of items that have been previously discussed by the City Council and to formally adopt ordinances and resolutions that were previously approved by the Council. 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. All Old Business items listed are considered action items unless otherwise noted.

1. Discussion item (added): County Jail

New Business
This portion of the agenda is for City Council consideration of items that have not been previously discussed by the Council. Ordinances and Resolutions are generally added to a subsequent agenda for adoption under Unfinished Business. However, the Council may consider adoption of an ordinance or resolution under New Business if timely approval is necessary. All New Business items listed are considered action items unless otherwise noted.

1. **Action Item:** Consider Bill 36 Ordinance 3770 repealing City Code Title 3, Chapter 15 pertaining to the City Treasurer and replacing with a new chapter on the City Treasurer/Finance Director, including the position's general duties; supervision received and exercised; essential duties; required knowledge, skills, and abilities; and experience and training; repealing Title 3, Chapter 16 pertaining to the City Finance Director with a request to move for its passage by title only and approve the summary for publication.

2. **Action Item:** Consider approval of the 2026-2029 Collective Labor Agreement between the City of Caldwell and the Caldwell Professional Firefighters — IAFF Local 1056

3. **Action Item**: Consider Resolution authorizing the execution of a subrecipient agreement between the City of Caldwell and Advocates Against Family Violence for a Community Development Block Grant (CDBG) award in the amount of $111,000.

4. ~~**Action Item: Request for Reconsideration of Case Number SPP25-000019, DEV25-000010:** Request for Reconsideration of denial decision by City Council at the July 6, 2026 public hearing for Covington Square development agreement modification and preliminary plat..~~ Removed at the request of city staff.

5. **Action Item: Public Hearing (Quasi-Judicial): Case Number VAC26-000003:** Petition for Vacation of Right-of-Way (ROW) - Vacation of the NW'erly 15 feet of the platted 80-foot wide right-of-way of S. 6th Avenue SW of Main Street immediately adjacent to and SE of Lot 12 of Block 2, according to the Revised Map of Caldwell, Idaho, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho, located in the SW ¼ of Section 22, T4N, R3W, BM, Canyon County, Idaho.

6. **Action Item:** Consider Bill No. 35 (Ordinance No. 3769) associated with VAC26-000003, with a request to move for its passage by title only and approve the summary for publication.

7. **Action Item:** Consider Resolution authorizing execution of a Warranty Deed for a portion of the real property commonly known as the S. 6th Ave Plaza, Caldwell, Idaho, from the City of Caldwell, Idaho, to the Urban Renewal Agency of the City of Caldwell, Idaho

8. **Action Item:** Approve Resolution 237-26 authorizing the execution of the professional services agreement for Berry, Dunn, Mcneil & Parker, LLC for $124,997 of impact fee funds to complete a Comprehensive Parks Recreation Pathways and Open Space Master Plan.

9. **Action Item:** Consider approval of the Resolution authorizing the use of available contingency funds for qualifying, unplanned emergency-related wages incurred during FY2026.

10. **Action Item**: Ratification and Approval of the Installation of a Security Fence at the Caldwell Police Department Range by Meridian Fence in the amount of $44,478.00

11. **Action Item:** Annexation of Huntington Ridge East Subdivision, Phase 2 into the Caldwell Municipal Irrigation District

12. **Action Item**: Annexation of Maverick Fuel Station at 808 Smeed Parkway, into the Caldwell Municipal Irrigation District

13. **Action Item:** Consider Resolution Declaring Certain City-Owned Real Property To Be No Longer Needed; Declaring Value of the Property; Approving Sale of the Property to the Canyon County Ambulance District; Authorizing Execution of a Purchase and Sale Agreement and Related Conveyance Documents; and Providing and Effective Date

14. Discussion item (added): City code enforcement

15. **Action Item:** Consider Caldwell Finance Reports

Comments
This section of the agenda is provided to allow the Mayor and City Councilors to make announcements and general comments relevant to City business and to request that items be added to future agendas for discussion. No final action or in-depth discussion of issues will occur.

1. Council Comments

2. Mayor's Comments

The Caldwell City Council may convene into Executive Session pursuant to Idaho Code 74-206, identifying one or more of the specific paragraphs (a) through (i).
Certain city-related matters may need to be discussed confidentially subject to applicable legal requirements; the council may enter executive session to discuss such matters. The motion to enter executive session must reference the specific statutory section that authorizes the executive session. No final decision or action may be taken in executive session.

Adjournment

Upcoming City Council Meetings/Workshops
Additional information regarding Caldwell City Council public meetings and agendas may be found at https://www.Cityofcaldwell.org/Government/City-Council/Council-Meetings

Any person needing special accommodation to participate in the meeting should contact the City Clerk's Office at 208-455-4656 prior to the meeting. The entire agenda packet and minutes may be viewed on the City of Caldwell's website.
Cualquier persona que necesita arreglos especiales para participar en la reunión debe comunicarse con el Secretario de la Ciudad al 208-455-4656 antes de la reunión.

CITY OF
Caldwell, Idaho

ERIC PHILLIPS
Mayor

208.455.3011
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Caldwell, Idaho 83605

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P.O. Box 1179
Caldwell, Idaho 83606

For a list of the City Council members, visit:
Website
www.cityofcaldwell.org

Proclamation

HISPANIC HERITAGE MONTH

WHEREAS, the City of Caldwell proudly recognizes the rich cultural heritage and lasting contributions of people of Hispanic heritage, whose diverse backgrounds, traditions, and experiences have strengthened our city, state, and Nation for generations; and

WHEREAS, people of Hispanic heritage have enriched our communities through their leadership, entrepreneurship, public service, military service, education, innovation, agriculture, arts, and countless other contributions that have helped shape the strength, prosperity, and character of our Nation; and

WHEREAS, National Hispanic Heritage Month provides an opportunity to recognize the rich histories, cultures, traditions, and achievements of people of Hispanic heritage while celebrating the enduring contributions they continue to make to our communities and our Nation; and

WHEREAS, in the City of Caldwell, Hispanic residents, families, businesses, educators, artists, entrepreneurs, agricultural workers, and community leaders like the Idaho Hispanic Foundation play a vital role in advancing economic opportunity, educational achievement, civic engagement, and cultural enrichment, strengthening the vibrant and diverse character of the community.

NOW, THEREFORE, I, Mayor of the City of Caldwell, Idaho, do hereby proclaim **September 15 through October 15, 2026**, as

HISPANIC HERITAGE MONTH

and encourage all residents to celebrate the rich history, cultures, and contributions of people of Hispanic heritage, recognize the important role they continue to play in the life of our community, and participate in activities that promote understanding, appreciation, and unity throughout the month.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Caldwell to be affixed this 28th day of July, 2026.

Eric Phillips, Mayor, City of Caldwell

City Council
Workshop
(City Hall - Chambers Room #100)
June 1, 2026

Workshop - held at 5:00pm

Caldwell Police Department - Pinning and Promotion Ceremony
Chief Ingram began the promotion by thanking Council for their continued support of the Police Department and the family members present to support.
The following individuals were promoted:
Segreant Chad Hessman
Corporal Timothy Fechter
Corporal Alexander Gaughan
Corporal Mitch Markovetz
Record Technician Anita Serrano

The Workshop Adjourned at 5:45

6:00 p.m.

Mayor Eric Phillips opened the meeting at 6:00 p.m. at the Caldwell City Hall Council Chambers.

Amy Lewis of The Salvation Army provided the invocation and Mayor Phillips led those in the audience in the Pledge of Allegiance.

Roll Call:
The City Clerk called the roll: Tilmant, Register, Williams, Allgood, and Dittenber all present. Absent: Stadick

Conflict of Interest:
Councilor Tilmant noted he would abstain from voting on Item 4.

Special Presentations/Reports.
Public Safety Training Building Update
Hallie Hart, Public Works Director, introduced the topic for discussion and reviewed the issues that have come up during the installation process as well as long-term plans for the site noting that it will support both Police and Fire in the future.

Audience Participation:
Scott West spoke to Council regarding his concerns about dust mitigation at the Verbena Ranch project site. Staff was directed to work with Mr. West to ensure that residents were being considered.

Consent Calendar: [*All Consent Calendar Items are Considered Action Items*]

1. The Caldwell City Council dispenses with the 3 reading rule of Idaho Code §50-902 for all ordinances
2. Minutes
    a. Approve the Planning and Zoning Commission, April 8th, 2026 meeting minutes.
    b. Approve the minutes of the Caldwell City Council meeting on May 18, 2026
3. Approve resolution accepting a permanent easement for sanitary sewer at 2219 E Locust St
4. Approve Resolution accepting a permanent easement for a sanitary sewer from Caldwell Commercial LLC
5. Approve Resolution accepting a permanent easement from Caldwell Commercial LLC for a water main line.
6. Approve Resolution accepting permanent easements for sewer and water main lines from Caldwell Commercial LLC (Parcel No. R30899012A0)
7. Approve Resolution accepting dedication of Sewer, Water, Storm Drain and Street Light Facilities in the Midway Townhomes Development
8. Approve Resolution authorizing the SourceWell Purchasing Contract between the City of Caldwell and Western States CAT for a generator purchase for the Well 17 Booster Station Improvements in the amount of $224,869.00.
9. Approve Resolution authorizing the execution of the Traffic Impact Fee Credit Agreement between the City of Caldwell and Toll Bros., Inc. for the intersection improvements at 10th Avenue & Homedale Road.
10. Approve Resolution declaring certain City-owned equipment from City Hall as surplus, with a recommendation of disposition as scrap.
11. Approve request from James and Rachel Steele for approval of a new City of Caldwell Alcohol Beverage License for the Vertical Venues business, located at 4916 E. Linden Street.
12. Approve Resolution authorizing the execution of the contract with E&H Roofing to remove and replace the roof of the city-owned building located at 304 "A" E. Madison Street, in the amount of $64,800.00,
13. Approve Resolution accepting the bid for the replacement of the Police Station Roof in the budgeted amount of $196,000.
14. Approve the Findings of Facts and Conclusions of Law for Enclave No. 1 Final Plat (SFP25-000023).

15. Approve Resolution authoring the installation of a memorial bench in Mallard Park

Moved by Allgood, Seconded by Register to approve the Consent Calendar as presented.

Roll call vote: Those voting yes: Tilmant, Register, Williams, Dittenber, and Allgood. Those voting no: none. Absent and/or not voting: Stadick.

Motion Carried

Old Business: ***[All Old Business Items Listed are Considered Action Items]***
None.

New Business: ***[All New Business Items Listed are Considered Action Items]***

Approve Resolution accepting the results and recommendations of the Water & Sewer Rate Study performed by Stantec Consulting Services.
Hallie Hart reviewed the study that was completed by Stantec reviewing rates and connection fees within the city. Kevin Cook with Stantec then reviewed the report with Council recommending a tiered approach to usage fees for residential and commercial users and answered any questions presented by Council.

Moved by Allgood, Seconded by Dittenber to approve the resolution.

Roll call vote: Those voting yes: Tilmant, Register, Williams, Dittenber, and Allgood. Those voting no: none. Absent and/or not voting: Stadick.

Motion Carried

ACTION ITEM: Public Hearing: Public hearing for the purpose of receiving public comments on the Community Development Block Grant Five-Year 2026-2030 Consolidated Plan and the Community Development Block Grant Program Year 2026 Annual Action Plan.
Robin Collins explained the need and role of CDBG Funding and introduced Karen Dash who reviewed the plan and the role of CDBG in the community.

There was no public comment.

ACTION ITEM: Consider Resolution No. 148-26 adopting the Community Development Block Grant 2026-2030 Consolidated Plan, the Program Year Annual Action Plan including the Analysis to Impediments of Fair Housing, authorizing the submission of both to the U.S. Department of Housing and Urban Development (HUD); and authorizing the execution of the grant agreement upon HUD approval of the plans and receipt of the grant agreement.

Moved by Allgood, Seconded by Dittenber to approve Resolution 148-26 adopting the CDBG 2026-203 Consolidated Plan.

Roll call vote: Those voting yes: Tilmant, Register, Williams, Dittenber, and Allgood. Those voting no: none. Absent and/or not voting: Stadick.

Motion Carried

ACTION ITEM: Public Hearing (Quasi-Judicial): Case Number ANN25-000016, SPP25-000018: The applicant, Mason and Associates Inc, on behalf of August Park LLC. is requesting annexation of parcel R2746000000 with a zoning designation of R-1. Concurrently the applicant is requesting approval of a preliminary plat application for August Park Subdivision, a single-family residential subdivision with twenty- four (24) buildable lots and eight (8) common lots. The site is located within the Neighborhood 2 place type within the Future Land Use Map. The approximately 9.40-acre site is located on the west side of S. Florida Ave., approximately 1,080 feet south of the intersection with E. Ustick Rd.., in Caldwell, Idaho. This application was recommended for approval at the April 8, 2026, Planning and Zoning Commission meeting.
William Mason, applicant, reviewed the development and Staff reviewed the compliance of the project.

Williams - design review request

Public hearing opened.
No comments.

Moved by Geoff Williams, SECONDED by Chris Allgood to Approve the Annexation.

Roll call vote: Those voting yes: Chris Allgood, Mike Dittenber, Diana Register, Geoff Williams. Those voting no: None. Absent and/or not voting: Chuck Stadick

Motion Carried

Moved by Geoff Williams, SECONDED by Chris Allgood to Approve the Proposed Zoning of R1.

Roll call vote: Those voting yes: Chris Allgood, Mike Dittenber, Diana Register, Geoff Williams. Those voting no: None. Absent and/or not voting: None.

Motion Carried

ACTION ITEM: Consider Bill No. 81 (Ordinance No. 3733) associated with ANN25-000016, with a request

to move for its passage by title only and approve the summary for publication.

Moved by Mike Dittenber, Seconded by Geoff Williams to Sponsor Bill 81, Ordinance 3733.

Roll call vote: Those voting yes: Chris Allgood, Mike Dittenber, Diana Register, Geoff Williams. Those voting no: None. Absent and/or not voting: Chuck Stadick.

Motion Carried

ACTION ITEM: Public Hearing (Quasi-Judicial): Case Number DEV25-000010, SPP25-000019: The applicant, Tiffany Llanos, on behalf of BST Dev LLC, is requesting a development agreement modification to the previously approved development agreement for Covington Square, and preliminary plat approval for Covington Square Subdivision, a residential subdivision with 59 48 single-family lots. The site is designated as a Neighborhood-2 place-type within the Comprehensive Plan. The 14.89 acre development is located on the south side of W. Linden St., east side of Farmway Rd., and the west side of Dorman Ave., approximately 275 feet east of the intersection with Farmway Rd., in Caldwell, Idaho. This application was recommended for approval at the April 28, 2026, Hearing Examiner meeting.

MOVED by Chris Allgood, SECONDED by Mike Dittenber to Continue DEV25-000010 and SOO25-000019.

Roll call vote: Those voting yes: Chris Allgood, Mike Dittenber, Diana Register, Scott Tilmant, Geoff Williams. Those voting no: none. Absent and/or not voting: Chuck Stadick.

MOTION CARRIED

Consider Caldwell Finance Reports

MOVED by Scott Tilmant, SECONDED by Chris Allgood to Approve the Finance Reports.

Roll call vote: Those voting yes: Chris Allgood, Mike Dittenber, Diana Register, Scott Tilmant, Geoff Williams. Those voting no: none. Absent and/or not voting: Chuck Stadick.

MOTION CARRIED

Council Comments:
Councilor Williams - historic preservation commission is working well and detailing a master plan for the historical identity of Caldwell.
Councilor Allgood - encouraged the public to attend budget meetings to get accurate information regarding budgets and finances
Councilor Dittenber – Caldwell is a great community. Events coming up.

Mayor's Comments:
Mayor Phillips noted that the pool was open and encouraged the public to attend.

Executive Session:
Moved by Tilmant, Seconded by Williams to enter into Executive Session pursuant to Idaho Code 74-206 1 (c), (d) and (f).

Roll call vote: Those voting yes: Tilmant, Stadick, Register, Williams, Dittenber, and Allgood. Those voting no: none. Absent and/or not voting: none.

Motion Carried

Council entered into Executive Session at 8:01pm and exited at 8:45pm

Adjournment
The meeting adjourned at 8:45pm.

Approved as Written this 8th Day of September, 2026.

_____
Mayor Phillips

_____
Councilor Tilmant

_____
Councilor Stadick

_____
Councilor Register

_____
Councilor Williams

_____
Councilor Allgood

_____
Councilor Dittenber

_____
Attest
Kristina Buchan, City Clerk

Budget Workshop Notes
June 4, 2026

Mayor called the meeting to order at 4:00 pm

All present: Register, Dittenber, Stadick, Tilmant, Phillips, Allgood, Williams

Raelyn North, Finance Director: reviewed the budget generally touching on taxes, fees, revenues, and potential deficits throughout the various funds.

Council and staff discussed staffing challenges related to the list of proposed positions being presented for the coming year including a City Administrator or Chief of Staff position for the Mayor's office and twelve additional firefighters to staff Station 4.

Workshop adjourned at 5:26pm

Budget Workshop Notes
June 11, 2026

Mayor Phillips called the meeting to order at 4:00 pm

All present (Register via TEAMS), Dittenber, Stadick, Tilmant, Phillips, Allgood, Williams

Raelyn North, Finance Director: reviewed the packet for today's meeting; outlined a few changes to the information provided at the last budget meeting and reviewed updated revenues and fee projections. She answered questions from Council members regarding previous discussions about added positions, especially Police and Fire. Ms. Nor gave a summary of how she estimates revenue projections, and what impacts the estimates.

Community Development: Robin Collins provided a handout and summary via PowerPoint. She reviewed their overall mission and reviewed the contents of handout and PPoint. Reviewed vacant positions and team members/divisions within the department.

Building Safety: Reviewed permit/application/ revenue numbers for all divisions. Noted they were able to reduce budget by 12%. Noted they are in process of implementing new software budgeted in prior years, to improve processes and timelines for licensing and permits across all Community Development divisions.

Planning & Zoning: reviewed P&Z staff costs, operations budgets, planning applications year to date compared to past years, and comp plan amendments since 2023.

Ms. North reviewed the parking fees special revenue fund and provided some options for use of those funds

CDBG budget. Robin reviewed upcoming Federal HUD funding, and what it can be used for, as well as what project funding cannot be used for. Very specific guidelines for that money.

Economic Develop – Staff and Operations primarily. Ms. North provided details regarding moving Economic Development funding to general fund. Impacts every department and service, and no revenue through service fees. Reviewed what portion could be paid by URA budget, and what would be paid by other departments.

Parks & Recreation: Tiffany DeFrance reviewed information provided via PPoint presentation & budget book handout. Reviewed mission, staffing structure among the divisions, and overall budgetary comparisons over last two years. Does not include Golf, as they are an Enterprise fund. Outlined staff responsibilities, projected equipment costs, special projects, and permanent/seasonal staff for all divisions.

Also reviewed projected revenue, staffing, programs, and public use of the municipal pool. Ms. North also reviewed Parks impact fee projections, and the timelines for spending revenues.

Golf (Enterprise funds): both Fairview Golf and Purple Sage golf courses. Ms. DeFrance reviewed staffing, responsibilities, projected maintenance needs, goals, equipment needs. Autonomous mowers have helped keep fees lower. Potential fee increase in golf cart rentals. Planning to expand parking without any increase in budget.

Councilor Dittenber provided comments regarding non-resident use of City services and facilities as something to think about.

Public Works:

Hallie Hart, Public Works Director, provided a summary of the different divisions and existing staffing within Public Works, as well as adding necessary positions to meet increased demand. Reviewed master planning, asset management tracking systems, costs of services analysis and rate studies for all of the facilities/divisions.

CEC: Ms. Hart provided summary sheet for overview and role in operating and maximizing use of the Caldwell Events Center. Request for new equipment that will save much employee time. Reorganization of current personnel. Ms. North noted that CEC budget is usually supplemented by general fund; conversation regarding best use of the facilities located within the CEC is needed.

Engineering/Mapping: Ms. Hart provided summary of role, oversight, and project management. Summarized funding requests, mostly related to staffing (refining roles) and technology to keep up with rapid growth in Caldwell.

Dittenber: Question regarding franchise fee agreements. Ms. North noted they set up the fees based on the area of the City . . . Regulated by State Code. Ms. Hart provided more details regarding the challenge of working with franchise companies.

Ms. Hart noted Mapping manages and maintains GIS system, mapping projects, land use maps, and Web Map. Updating systems and need to update/add staffing. Ongoing growth has created need for dedicated personnel for specific projects/professional services.

Water/Wastewater Division: Tony Harmon, Deputy Director-Water provided a summary of irrigation, water, wastewater, and storm water staffing structure, staffing professional certification and licensing. He noted that these use Enterprise funds and are regulated to protect public health.

Mr. Harmon reviewed water division responsibilities, staffing structure and staffing needs with the goal to prioritize staff retention and provide clear career paths. He summarized the current well project, upgrades and need for upgrades to operations and facilities, as well as prioritizing maintenance and rehabilitation of existing infrastructure.

Summarized new cost of services study that will likely influence fee increases in the near future, and provide ability to fund needed capital improvements over the next several years.

Irrigation: upgrades needed as equipment wears out; need to fill vacant positions to remain fully staffed; update technology needs.

WWTP: Mr. Harmon noted they will need to add additional staff to maintain 18-hour staffing 4-7 days a week. He reviewed sewer collection and treatment facilities and the compliance requirements from

DEQ. Equipment purchase allows in-place repairs to collections system, providing significant savings to the city.

Mr. Harmon reviewed goals for FY 2027 for systems maintenance and improvements, as well as professional services provided by area organizations. He noted staffing requests include new positions and a new vehicle to allow staff to do own repairs rather than contracting it out in several areas and to cover weekend shifts. He provided budget comparisons over the last few years and outlined projects completed, and projects on the horizon.

Bruce Mills, Deputy Director of Transportation provided an overview of duties and upcoming projects for Streets, Electrical, and Sanitation departments, and noted the need to replace outdated equipment during FY2027. He also noted that a proposed permanent budget reduction will negatively impact ability to provide support for overlay projects, sidewalks, striping, and chip sealing.

Mr. Mills summarized core duties of the Electrical Department. He provided details regarding new traffic signals, and requests for additional pedestrian signals and requests for updates to the lighting at key intersections.

Ms. Hall ended the budget discussion by providing descriptions of capital improvement projects and a summary of sewer projects/WWTP planned upgrades.

Workshop adjourned at 8:40pm.

Budget Workshop Notes
June 18, 2026

Mayor called the meeting to order at 4:00 pm

All present: Register, Dittenber, Stadick, Tilmant, Phillips, Allgood, Williams

Airport, Library, Fire

RaeLynn North reviewed changes in the general fund that impacted all other budgets and were reflected in the packet made available to Council.

Scott Swanson reviewed the Airport budget focusing on significant changes to the budget and increases in costs across the board. Swanson reported on the potential grant funding that would help prepare the Airport for updates to the control tower and runways. He noted that this funding came from the federal level and required little to match.

Lacey Forst reviewed the library budget noting potential areas for revenue increases by beginning to offer passport services to the community. The program would allow additional income for the Library with minimal impact on Staff time.

Bryan Daniels reviewed the Fire Department Budget focusing on the need for personnel, equipment, and the achievements of the department over the year. Chief Daniels then led into a discussion of potential for transitioning to a Fire District. He noted the benefits to the department and City, including cost savings and budget restructuring that would come as a result of the districting plan. Council and Staff discussed the need for further discussion and review of the plan before moving forward with any decisions.

It was moved and seconded by Tilmant and Dittenber to enter into Executive Session pursuant to Idaho Code 74-206(1) D.
Entered: 5:50pm
Exited: 7:10pm

Workshop adjourned at 7:10pm

Budget Workshop Notes
June 23, 2026

Mayor called the meeting to order at 4:00 pm

All present: Register, Dittenber, Stadick, Tilmant, Phillips, Allgood, Williams

Police, Finance, HR, Clerk, Attorney, IT, General

Chief Ingram reviewed the budget request being presented to Council outlining each of the focus areas within the budget noting a 23% decrease in violent crime across the city even with ongoing growth. Proposing shift differentials and raises. Proposal to shift away from Flock and move to Axon for a total package covering cameras, translation, drones, etc. Discussion of district, funding, etc.

Rachelle Castleberry reviewed finance and utility billing budgets focusing on the implementation of a new ERP system that would better integrate with billing and tracking softwares.

Michelle Winstone reviewed hr updates – focusing on the payroll and management systems.

Jose Menchaca reviewed the IT Budget noting changes to software and improvement to camera and access systems.

Oscar Klaas reviewed the Legal focusing on the need for additional paralegal staff in the office to assist with records requests.

Kristina Buchan reviewed the Clerk and Cemetery budgets noting the line item increases that allowed for maintenance and training.

RaeLynn North gave an overview of the General Fund including areas of concern that would be discussed at future meetings.

Workshop adjourned at 8:56pm

Regular **Item:** 2.b.

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approve the Hearing Examiner August 11th, 2026, meeting minutes.

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. HE Minutes 08.11.26

HEARING EXAMINER
MEETING MINUTES
Tuesday, August 11th, 2026 @ 1:31 pm
Caldwell City Council Chambers Room, 205 S. 6th Avenue, Caldwell, Idaho

CALL TO ORDER – Hearing Examiner, Ms. Sabrina Durtschi opened the meeting for the public hearing at 1:31 p.m.

REVIEW OF PROCEEDINGS (OPENING STATEMENT) – Ms. Sabrina Durtschi outlined the procedures for the public hearing.

MEMBERS PRESENT: Angelica Gomez (Administrative Assistant); Garline Davis (Planner I); John Prebonick (City Engineer), Robin Collins (Director).

CONSENT CALENDAR: Approved the July 28th, 2026, Hearing Examiner Meeting Minutes.

OLD BUSINESS:

1. **ACTION ITEM: Public Hearing Quasi-Judicial: Case Number SPP26-000005:** The applicant, Catalyst Development Group, on behalf of Tricon Properties LLC, is requesting approval of a preliminary plat for KCID Commercial Subdivision, a commercial subdivision with 12 lots. The parcel is located within the mixed-use place-type in the Comprehensive Plan. The approximately 8.2 acre development is located on the Southeast corner of the intersection between S. KCID Rd. and Highway 20/26, in Caldwell, Idaho. This application was continued from July 14th & 28th, 2026, Hearing Examiner meeting. *This application will be continued until the August 25th, 2026, Hearing Examiner hearing.*

NEW BUSINESS:

1. **ACTION ITEM: Public Hearing Quasi-Judicial: Case Number SPP26-000008:** The applicant, Jeremy Amar of Biltmore Company LLC, on behalf of Logan Hill LLC, is requesting a preliminary plat for Logan Meadows Subdivision on parcel R0574900000. This multi-family residential subdivision is proposed to accompany Logan Meadows Planned Unit Development, which was previously approved as PUD25-000003 and includes eleven 4-plex structures and one duplex structure on 12 residential lots (46 total dwelling units). The 4.3 acre development is located at 1709 Logan Meadows Ln, on the south side of W. Logan St., approximately 1,700 feet east of the intersection with Farmway Rd., in Caldwell, Idaho. THIS APPLICATION IS BEING WITHDRAWN AT THIS TIME BY THE APPLICANT AND WILL NO LONGER GO FORWARD WITH THE HEARING PROCESS.

2. **ACTION ITEM: Public Hearing Quasi-Judicial: Case Number SPP26-000010:** The applicant, Engineering Solutions LLP, on behalf of Endurance Holdings LLC, is requesting a preliminary plat for Highline Industrial Park Subdivision, an industrial subdivision on parcel R3433800000. The 123.65 acre parcel is zoned M-1 (General Industrial) and is located at 11637 Linden Rd, on the South side of Linden Rd., approximately 1,000 feet east of the intersection with S. KCID Rd., in Caldwell, Idaho.

   Becky McKay (Representative) 1029 N Rosario St, signed in favor of the application and gave a brief overview of the project by use of staff's PowerPoint presentation.

   In response to the Hearing Examiner's question, Ms. McKay agreed that the added conditions in the staff report are to submit updated landscaping plan, water pressure analysis, and TIS that need to be done before the City Council hearing date.

   Garline Davis (Planner I) 205 S. 6th Avenue, provided the staff report by outlining its contents by use of a PowerPoint presentation.

John Prebonick (City Engineer) 205 S. 6th Avenue, in response to the Hearing Examiner's question, stated he does not anticipate any water service issues in that area.

Public Hearing Testimony was opened.
No one from the public signed up to speak.

There was no rebuttal

FINDINGS OF FACT AND CONCLUSSIONS OF LAW FOR CASE NUMBER SPP26-000010: The Caldwell Hearing Examiner accepts the Findings of Fact and Conclusions of Law outlined in the staff report, public testimony, and the evidence list. All adopted ordinances, standards and codes were used in evaluating the application. The proposed use was conditionally permitted by the terms of the ordinance and such conditions of approval.

ORDER OF DECISION FOR CASE NUMBER SPP26-000010: Based on the Findings of Fact and Conclusions of Law, the Caldwell Hearing Examiner hereby orders that Case SPP26-000010, is recommended for approval by City Council, subject to the conditions of approval listed in the staff report.

Ms. Durtschi closed the public hearing testimony at 1:54 pm.

ADJOURNMENT

The Hearing Examiner adjourned the meeting at approximately 1:54 pm.

The next meeting for the Hearing Examiner will be on Tuesday, August 25th, 2025, at 1:30 p.m.
Respectfully submitted by Angelica Gomez, Administrative Assistant

MINUTES APPROVED AND SIGNED BY THE HEARING EXAMINER, SABRINA DURTSCHI, ON THE DATE NOTED BELOW:

Ms. Sabrina Durtschi — Date: 8-25-26

ATTEST:

Morgan Bessaw, Deputy Director — Date: 8-25-26

A digital recording of the public hearing is available upon request.

Regular **Item:** 2.c.

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approve the Historic Preservation Commission January 13th, 2026, special meeting minutes.

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. HPC Special Mtg Minutes_01.13.26_signed

CALDWELL HISTORIC PRESERVATION COMMISSION
SPECIAL MEETING MINUTES
Monday, January 13, 2026 @ 6:00 pm
Caldwell Planning & Zoning Department – 205 S 6th Ave, Caldwell ID

I. CALL TO ORDER

II. ROLL CALL

Present:	☒ R. Lyons ☒ N. Bradshaw ☒ J. Nothdurft ☐ M. O'Berry ☒ A. Jones
Absent:	☐ R. Lyons ☐ N. Bradshaw ☐ J. Nothdurft ☒ M. O'Berry ☐ A. Jones
Staff Present:	☒ M. Bessaw ☐ J. Muir ☒ A. Gomez ☒ Other: Alexas Patron, SHPO
Council Liaison:	☐ TBD
Quorum Present:	☒Yes ☐ No

III. PUBLIC COMMENTS: None.

IV. CONSENT CALENDAR: (ALL CONSENT CALENDAR ITEMS ARE ACTION ITEMS)

APPROVE MINUTES: None.

V. CERTIFICATE OF APPROPRIATENESS PUBLIC HEARINGS: None.

VI. OLD BUSINESS: None.

VII. NEW BUSINESS: Introduction of Logan Simpson, consultants contracted for the first ever Caldwell Historic Preservation Plan. Alexis Matrone from SHPO joined remotely as part of the funding for this endeavor was provided through a grant from them. SHPO requires kick off meetings like this one to get everyone on the same page.

1. Logan Simpson staff members assigned to the Historic Plan are: John Southard, Mariah Jones, Laura Palma Blandford, and Amanda Peters. John Southard presented a powerpoint to cover the scope of the work that will go into the Historic Plan. See attached.
2. Community engagement is very important. John and Mariah will be in town February 4-6. Thursday February 5th will be our public engagement event for everyone in the community. There will be information compiled in person and via online surveys. All communities will be invited to participate.
3. A list of properties that need to be researched for Logan Simpson, was provided to the commission. Commissioner Bradshaw volunteered to meet with Chuck Randolph and complete the list.

III. COMMISSION/STAFF UPDATES AND REPORTS:

1. **CHAIR COMMISSIONER LYONS:** N/A
2. **COMMISSIONER BRADSHAW:** N/A
3. **COMMISSIONER NOTHDURFT:** N/A
4. **COMMISSIONER O'BEERY:** N/A
5. **COMMISSIONER JONES:** N/A
6. **STAFF, MORGAN BESSAW:** N/A

IV. ADJOURNMENT

Motion to adjourn:

MOVED BY:	☐ R. Lyons	☒ N. Bradshaw	☐ J. Nothdurft	☐ M. O'Berry	☐ A. Jones
SECONDED BY:	☐ R. Lyons	☐ N. Bradshaw	☐ J. Nothdurft	☐ M. O'Berry	☒ A. Jones

APPROVAL OF MINUTES

Respectfully submitted by Jen Muir, staff.
MINUTES APPROVED AND SIGNED BY CHAIRMAIN LYONS on the date noted below:

_____ Date: 1-26-2026

Randy Lyons, Chair

ATTEST: _____ Date: 1-26-2026

Morgan Bessaw, Planning & Zoning Deputy Director

The next Historic Preservation Meeting is on January 26, 2026 at 6:00 pm at 6:00 pm at 205 S 6th Ave, Caldwell in the Council Chambers, 1st floor. The agenda packet and minutes can be viewed on the City of Caldwell's website: Historic Preservation Commission | City of Caldwell, Idaho

Regular **Item:** 2.d.

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approve the Historic Preservation Commission January 26th, 2026, meeting minutes.

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. HPC Minutes_01-26-2026_signed

CALDWELL HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
Monday, January 26, 2026 @ 6:00 pm
Caldwell Planning & Zoning Department – 205 S 6th Ave, Caldwell ID

I. CALL TO ORDER

II. ROLL CALL

Present:	☒ R. Lyons ☒ N. Bradshaw ☒ A. Jones ☐ J. Nothdurft ☐ M. O'Berry
Absent:	☐ R. Lyons ☐ N. Bradshaw ☐ A. Jones ☒ J. Nothdurft ☒ M. O'Berry
Staff Present:	☒ M. Bessaw ☒ J. Muir
Others Present:	☐ _____
Quorum Present:	☒Yes ☐ No

III. PUBLIC COMMENTS: None.

IV. CONSENT CALENDAR: (ALL CONSENT CALENDAR ITEMS ARE ACTION ITEMS)

APPROVE MINUTES: December 22, 2025 & Special Meeting, January 13, 2026

MOVED BY: ☐ R. Lyons ☒ N. Bradshaw ☐ A. Jones ☐ J. Nothdurft ☐ M. O'Berry
SECONDED BY: ☐ R. Lyons ☐ N. Bradshaw ☒ A. Jones ☐ J. Nothdurft ☐ M. O'Berry

MOTION CARRIED

V. CERTIFICATE OF APPROPRIATENESS PUBLIC HEARINGS: None.

VI. OLD BUSINESS:

VII. NEW BUSINESS:

1. Nominations for Chair for 2026 Historic Preservation Commission
    a. Commissioner Bradshaw put her name forth for the 2026 HPC Chair position

MOVED BY: ☐ R. Lyons ☒ N. Bradshaw ☐ A. Jones ☐ J. Nothdurft ☐ M. O'Berry
SECONDED BY: ☐ R. Lyons ☐ N. Bradshaw ☒ A. Jones ☐ J. Nothdurft ☐ M. O'Berry

MOTION CARRIED

2. Nominations for Co-Chair for 2026 Historic Preservation Commission
    a. Commissioner Jones put his name forth for the 2026 Co-Chair position

MOVED BY: ☐ R. Lyons ☐ N. Bradshaw ☒ A. Jones ☐ J. Nothdurft ☐ M. O'Berry
SECONDED BY: ☐ R. Lyons ☒ N. Bradshaw ☐ A. Jones ☐ J. Nothdurft ☐ M. O'Berry

MOTION CARRIED

3. Review of Public Open House materials by Logan Simpson
    a. Morgan presented all draft boards created by Logan Simpson
    b. Commissioners discussed adjustments and Morgan took notes to relay to Logan Simpson
    c. Additional advertising of the open houses on February 4-5 to be shared with downtown businesses, with social media, and additional contacts at C of I
    d. Draft and final versions of Logan Simpson's open house boards are attached for review

VIII. COMMISSION/STAFF UPDATES AND REPORTS:

1. **CHAIR, NICOLE BRADSHAW:** Asked that Julie Patterson's article be entered into the City Newsletter and Caldwell Perspective. Chuck Randolph interview video recordings still need to be edited
2. **VICE-CHAIR, ALEX JONES:** None
3. **COMMISSIONER RANDY LYONS:** None
4. **COMMISSIONER NOTHDURFT:** None
5. **COMMISSIONER O'BEERY:** None
6. **STAFF, MORGAN BESSAW:** Will push Julie's article to the Newsletter and Caldwell Perspective

IX. ADJOURNMENT

Motion to adjourn at 7:05 pm

MOVED BY: ☐ R. Lyons ☐ N. Bradshaw ☒ A. Jones ☐ J. Nothdurft ☐ M. O'Berry
SECONDED BY: ☒ R. Lyons ☐ N. Bradshaw ☐ A. Jones ☐ J. Nothdurft ☐ M. O'Berry

MOTION CARRIED

APPROVAL OF MINUTES

Respectfully submitted by Jen Muir, staff.
MINUTES APPROVED AND SIGNED BY CHAIR BRADSHAW on the date noted below:

Nicole Bradshaw — Date: 2-23-2026

Nicole Bradshaw, Chair

ATTEST: Morgan Bessaw — Date: 2-23-2026

Morgan Bessaw, Planning & Zoning Deputy Director

The next Historic Preservation Meeting is on **Monday, February 23, 2026, at 6:00 pm at 205 S 6th Ave, Caldwell** in the Council Chambers, 1st floor. The agenda packet and minutes can be viewed on the City of Caldwell's website: Historic Preservation Commission | City of Caldwell, Idaho

Regular **Item:** 2.e.

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approve the Historic Preservation Commission February 3rd, 2026, special workshop meeting minutes.

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. HPC Special Workshop Min & Transcription_signed_02.03.26

CALDWELL HISTORIC PRESERVATION COMMISSION
SPECIAL WORKSHOP MEETING MINUTES
Tuesday, February 3, 2026 @ 6:00 pm
Caldwell Planning & Zoning Department – 205 S 6th Ave, Caldwell ID

I. CALL TO ORDER

II. ROLL CALL

Present:	☐ N. Bradshaw ☒ A. Jones ☐ R. Lyons ☒ J. Nothdurft ☐ M. O'Berry
Absent:	☒ N. Bradshaw ☐ A. Jones ☒ R. Lyons ☐ J. Nothdurft ☒ M. O'Berry
Staff Present:	☒ M. Bessaw ☒ J. Muir ☐ _____
Others Present:	☐ TBD, City Council Liaison
Quorum Present:	☐Yes ☒ No

III. PUBLIC COMMENTS: None.

IV. CONSENT CALENDAR: (ALL CONSENT CALENDAR ITEMS ARE ACTION ITEMS)

APPROVE MINUTES: None.

III. CERTIFICATE OF APPROPRIATENESS PUBLIC HEARINGS: None.

IV. **OLD BUSINESS:** None.

V. NEW BUSINESS:

1. SWOT analysis for the Historic Preservation Plan led by Logan Simpson - Strengths, Weaknesses, Opportunities, Threats
2. See transcribed meeting minutes attached**

VI. COMMISSION/STAFF UPDATES AND REPORTS:

1. **CHAIR, NICOLE BRADSHAW:** n/a
2. **VICE-CHAIR, ALEX JONES:** n/a
3. **COMMISSIONER LYONS:** n/a
4. **COMMISSIONER NOTHDURFT:** n/a
5. **COMMISSIONER O'BEERY:** n/a
6. **STAFF, MORGAN BESSAW:** n/a

APPROVAL OF MINUTES

Respectfully submitted by Jen Muir, staff.
MINUTES APPROVED AND SIGNED BY CHAIRMAIN BRADSHAW on the date noted below:

Nicole Bradshaw Date: 4-27-2026

Nicole Bradshaw, Chair

ATTEST: Morgan Bessaw Date: 4-28-26

Morgan Bessaw, Planning & Zoning Deputy Director

The next Historic Preservation Meeting is on **Monday, February 24, 2026, at 6:00 pm at 205 S 6th Ave, Caldwell** in the Council Chambers, 1st floor. The agenda packet and minutes can be viewed on the City of Caldwell's website: Historic Preservation Commission | City of Caldwell, Idaho

Historic Preservation Commission meeting recordings, agendas and minutes: Recordings, Agendas and Minutes

HPC Special Workshop 2/3/2026 – Transcription of meeting with Logan Simpson, SHPO, P&Z and Canyon County

Participants:
Alex Jones, Historic Preservation Commission, Vice-Chair
John Southard, MA, AICP – Logan Simpson
Mariah Jones, MS.C. – Logan Simpson
John Nothdurft, Historic Preservation Commissioner
Morgan Bessaw, P&Z Deputy Director
Alexis Matrone, SHPO CLG Coordinator/Preservation Planner
Chelsee Boehm, Historic Preservation Officer, Canyon County

Alex Jones, HPC Vice-Chair I will call to order the Historic Preservation Commission's special workshop as we are not making quorum tonight. Today is February 3rd, 2026, 6.27 p.m. Roll call, is myself, Commissioner Jones, and on Teams, we have Commissioner John Nothdurft. There is no public comment on the consent calendar and no minutes to approve. We'll move to New Business. SWOT analysis for the historic preservation plan led by Logan Simpson.

John Southard, MA, AICP – Logan Simpson Last month I had the opportunity to present virtually. We were able to get an understanding of what is important to the Commission. We're looking to act upon a recommendation from Alexis Matrone, the CLG coordinator, and that is to complete a SWOT analysis, have a session to discuss strengths, weaknesses, opportunities, and threats. This month we have Mariah Jones as the certified local government coordinator for the Florida State Historic Preservation Officer, office rather, and worked with, was it 83 certified local governments? So Mariah's going to be doing the bulk of the speaking for Logan Simpson this evening.

Mariah Jones, MS.C. – Logan Simpson
I am Mariah Jones. I am the Deputy Historic Preservation Program Lead at Logan Simpson. Like John mentioned, I was the CLG coordinator for the state of Florida, and I also chair the Tempe Historic Preservation Commission currently. I am going to structure this just as an open discussion, and we will hit each of the four components to discuss all of the strengths, move on to the weaknesses, move on, so on and so forth.

John Southard, MA, AICP – Logan Simpson
We'll start off with the strengths. So in terms of Caldwell's program, its ordinance, the function of the commission, historic preservation office, etc., what do you view as the greatest strengths?

Alex Jones, HPC Vice-Chair I would say the current strengths that our city has is that we have a recognized historic district, so that's good. We do have an established code for historic preservation. Currently online, while it is dated, we do have the design standards that are available on the website for the Steunenberg District. So I think the biggest strengths that we have so far is that we have the framework to begin this. And I think from there we can build up a pretty good increased code or anything else that the public might agree on.

John Southard, MA, AICP – Logan Simpson
I appreciate that. I'm glad to hear it. Not unlike what we had discussed about what we saw in the program, so I'm glad we're largely on the same page there. For the commissioner online, do you have anything that you wish to contribute?

John Nothdurft, HPC Commissioner
I've been on the commission for almost two years now. I think the commissioners on the board are really passionate about it. I would also say there is a desire within the city of the public. You know, I think because of the massive growth over the last even decade. I think there's been kind of this longing to preserve history. Now, I think that might mean different things to different people in the community, which is fair. But I don't think we even necessarily know what kind

of history we're trying to preserve. So I would say that's kind of one of the weaknesses, but it's also a strength because I do think there's a desire if we educate the public about the history to preserve it. I think you just see this through different dialogue over, any sort of building that's going on within the city. I think there's been a lot of dialogue over historical residents of different areas of the city over time. So I think that's a strength. I think if we could figure out a way to lean into that and be able to educate and engage the public, which can be tricky, right? I think there's, in the land of social media, it can be very easy, but it can be also very difficult to actually get deeper than just a Facebook post. So I would say there's a, I do think it's very deep in the culture of Caldwell to preserve history. And I would say that's probably our biggest strength.

John Southard, MA, AICP – Logan Simpson That is an important strength. That's something that really it can be difficult to cultivate. So if you have that desire there, that interest, that's, you're quite fortunate. And it sounds like something we'll get to when we get to opportunities as well. Well, Vice Chair Jones, I don't want to run the meeting for you, but if staff has any thoughts, we're open to hearing that.

Alex Jones, HPC Vice-Chair Yeah, for sure. Love to hear staff's opinion.

Morgan Bessaw, P&Z Deputy Director I agree with both of our commissioners. I also think that Caldwell was lucky to have a lot of great historic buildings and homes spread throughout, as well as just a really interesting history. We are such an old city, especially for Idaho. I think having those stories, those buildings, those resources, is a strength of ours, provided we can properly record and document and protect some of these resources that we have.

Alex Jones, HPC Vice-Chair I think to piggyback on that, another strength that Caldwell has is its big, historical anchors, things like the Darigold Building, Simplot, Albertsons College of Idaho, these are relatively big names in Idaho. A lot of them have their origins or roots here in Caldwell. I know the Dairy Gold building might not classify due to all the recent remodeling, but it's still a building that's been here for over 100 years and it's right there by downtown. I do wish we had more of the commissioners here to relay some more information, but I myself think that we've, discussed the strengths pretty well, at least the big ones, the big contenders that we have. I feel fine moving on to weaknesses if you feel that's ready.

Morgan Bessaw, P&Z Deputy Director, I would just add that recently I've become more aware of how much serving the city has done in the past. So even though we don't necessarily have local districts, we've done a lot of surveying of different areas that could be potential districts. So I think we have a little bit of a strength there.

John Southard, MA, AICP – Logan Simpson Absolutely. I would say so. Good foundation. Of course, we're happy to put the strengths in the plan and really celebrate them, but in terms of weaknesses, this is where we want to have a discussion and get a strong understanding from the commission. We will have follow-up discussions or attempt to with those who are not able to be present this evening. But Vice Chair Jones, what would you identify as the current weaknesses or perceived weaknesses even of the program, the office, the ordinance, any of the above?

Alex Jones, HPC Vice-Chair The biggest one is that we have no existing plan. It's all historic preservation that has currently been done has either been volunteer or through code ordinance. Knowing how the ordinance was written at the time, it was not always the strongest. There is not much authority there. I know the authority that this commission has and the city has over the historic properties is pretty low. Another weakness is that we might not have full public support through more government overreach as the public may see it, or even spending. A part of spending is the money. The city's budget at times can be very tight and that extra cash flow for historic programs might be a little limited.

John Southard, MA, AICP – Logan Simpson Sure. those are, I would say, almost universal challenges for commissions we deal with in most any state. I think you hit upon something that's interesting and not something that we see as consistently, and that is the authority of the commission. Could you kind of elaborate on what you're referencing there?

Alex Jones, HPC Vice-Chair Currently the commission only has authority over the Steunenberg district, generally through building permits, just approving the designs of re-roofs, the designs of, siding, colors of houses, that kind of thing. But so far that's the only authority you could say that we have. And so other things of outside of that Steunenberg district, there's not much we have a say over. And especially since there's no existing plan, there's nothing that we can guide the future towards to preserve the past.

John Southard, MA, AICP – Logan Simpson In terms of weaknesses, where do you see this being rooted? Is this in code? Is this in practice? Is it a combination?

Alex Jones, HPC Vice-Chair I think at the moment it's probably just more code because we're limited to what we can do, of course, by city ordinance. If we can get council and public opinion to agree that expanding the authority to even just the downtown as well or certain areas, I think that would be the next step. I don't think that would be out of the question to ask for, it’s just more of getting there.

John Southard, MA, AICP – Logan Simpson The commissioner online, had mentioned a desire to preserve, but perhaps a need for education. Would you say that kind of public understanding is a weakness and also something we can get to an opportunity? But would you say understanding of preservation and the mechanics of preservation would be a weakness?

Alex Jones, HPC Vice-Chair I would say it definitely could be. I want to let our other commissioner speak on that to have his opinion.

John Nothdurft, HPC Commissioner, I do think that's probably part of it. I think there are things that, especially those who have lived in Caldwell for quite a while, kind of think of the good old days. I think there is some sense that they want to preserve history and we haven't highlighted those things. They of come up and they're used as a political bludgeon rather than actually following any sort of like plan. It gets back to a lack of plan, a lack of understanding which places and obviously, historical value means different things to different people. I think that's part of the struggle. I do believe that there is some weakness in education. I think if we could do a better job of educating people in the community about the historic relevance of certain things, there will be a desire to help preserve those. Obviously, that also matches up and is kind of against those who are more, private. Property rights, those types of things that they want to be able to do what they wish with their building or piece of land. I don't think that's unique to Caldwell per se. So you're always going to have that. But I do think beyond that just maybe even heavy-handed ordinances, If there's ways of preserving history in other ways, whether it's signage, just educating people, I do think there's a desire to preserve history in ways that don’t have to be overhead and regulation. I think there's a role for that, but not every time. So I think that's really the weakness for us. It is just trying to understand and then educate the public about these matters. We just lack so much knowledge about what's even in our own community and in our own city. It's hard to go to the city council or the planning commission and say, hey, we need to preserve this. Why? I don't know. Someone said that it has historical significance. That's a tough argument to be made without having some of that sort of background behind us.

John Southard, MA, AICP – Logan Simpson That makes sense. Thank you. I get the sense perhaps preservation here in some cases could be viewed as being reactive as opposed to proactive.

Alex Jones, HPC Vice-Chair I would agree with that statement.

John Southard, MA, AICP – Logan Simpson Okay. All of these could fall into weaknesses, opportunities, etc. So in terms of the weaknesses if staff has any input, we'd be happy to hear it.

Morgan Bessaw, P&Z Deputy Director, I do agree with some of the comments. I think we could do more public education and outreach. I don't think that the public is very aware of this commission or of the fact that we have some structures that are on the National Register that aren't local districts. I bet a lot of the public doesn't even know we have a local district or what that means. So I think that would be a weakness that we haven't done a lot of education and outreach prior. I said that I thought that the surveying we've done in the past is a strength. I will agree some of it is very old and then probably needs to be redone. So that could be listed honestly on both the strengths and the weaknesses side depending on which areas of town we're talking about and when they were last surveyed. I think it can frequently be a struggle to get volunteers who want to participate on the commission. Based on the code, we have more space for commissioners, and I think you can tell by how hard it was to get commissioners in attendance this evening, that having enough volunteers and commissioners to make sure we have regular meetings so we're staying up to date, that can be a weakness. I might think of some more, but those are the ones that are off the top of my head.

John Southard, MA, AICP – Logan Simpson
Very good, thank you. I know Mr. Jones, you had mentioned difficulties with city budget and prioritization, etc. We encounter this often. Would you consider incentives or perhaps lack of financial incentives to be a weakness and likely an opportunity?

Alex Jones, HPC Vice-Chair We could definitely see it as a weakness and also an opportunity. It depends on what the public is interested in, because if we could do, small amounts of money for things like signage or, hire someone that could do part-time work for someone who wants to be a guide. Maybe even a museum of some sort, run by city hall, who knows? those kind of options. Those are definitely opportunities if we can get some funding for it or even incentives as to get the student number districts. There are definitely houses out there that are definitely in disrepair that maybe if they had an incentive to keep historically accurate, they could get a grant or, you know, help paying off something from the city.

Alexis Matrone, SHPO Historic preservation isn't done alone. It is not just on the shoulders of the HPC. Do you have any community organizations that you have a good relationship with? Or would you consider yourselves kind of like an island right now? Is it the lack of any partnerships, community partnerships, you view that as a weakness or a strength? A strength that you have them.

Morgan Bessaw, P&Z Deputy Director We've been starting to work with the county, but it has been a newer relationship with us working more closely with them. I think that that's exciting and has a lot of potential for the future. We've also partnered with the Caldwell Historical Preservation Society. They have had some overlap with commissioners from our commission, and they also have some city staff, but they are a separate entity. They are a non-profit, and we have partnered with them to obtain grants that are only available to 501C3s. So we do have that relationship. But it is a very small group of people. I think that we have had a very small network of people that we've worked with in recent years. Potentially, 5 plus years ago, it was different. But at least in the last three years, it's been a very small network.

John Nothdurft, HPC Commissioner, would echo what Morgan said. I think we're beginning to grow some of that with one of the former HPC commissioners going to the historical society. I think there's a real problem with opportunities. The heart of our city is Indian Creek Plaza. That wasn't even around a little bit more than a decade ago. I think the

biggest bang for the buck is if we can highlight some of the historical things that are still in that corridor. That is where you are going to get the most people seeing it. We have at least hundreds of thousands of people a year for our Winter Wonderland. We have festivals every week during the summer. There are so many people who come downtown. It is a missed opportunity for us to educate them about small things. I think there's a lot of opportunity there. I think that's another way to seek partners. I would love to engage with Destination Caldwell or the business groups downtown to leverage that historical significance into attracting more people and keeping people downtown. I think there's a financial kind of a free market sort having those sort of business groups buy into it. So I want to explore that. That's something that's on my list to try to get more of those communities to buy into the extraordinary significance and ultimately invest even if it's a small amount. Each place has cool facts about it. There's a lot of different things that we can do. I think we're building it but it is slow going as Morgan says. It will be interesting to see what the rest of the community says.

John Southard, MA, AICP – Logan Simpson Thank you. Vice Chair Jones, I realize we've not asked Alexis if she has any input on strengths or weaknesses or perhaps question prompts. If SHPO has any contributions, they'd be welcome.

Alexis Matrone, SHPO Morgan, you mentioned the partnership with Canyon County and from a few Section 106 incidences, that partnership and communication is a good success, even if it's newer. There are also statewide partnerships like Idaho Heritage Trust and there are funding opportunities. Preservation Idaho is another statewide organization that I think we should keep in mind when we're looking at larger partnerships. We were talking about the plaza this afternoon and I think talking to business owners and forming those partnerships is fantastic. I actually think that building off of that, even if it's a weakness now, building off of it and including it in this plan will actually be a statewide example of how these revitalization projects can work and how these partnerships can benefit both development, growth of the community, and historic preservation at the same time. So I think building off that could be both right now as a weakness, but I think that's a great strength. We can turn that to a big strength. I think that's all I have right now.

John Southard, MA, AICP – Logan Simpson Thank you very much. Vice Chair Jones, any closing thoughts on weaknesses?

Alex Jones, HPC Vice-Chair No, I think we summed it up pretty well and enjoyed Alexis's point of view as well, which is good to hear. I'm fine with moving towards opportunities now.

John Southard, MA, AICP – Logan Simpson We have touched on a number of things that we'll discuss in this category here, Vice Chair Jones, I'd love to hear from you. Opportunities, what do you view as the greatest opportunities?

Alex Jones, HPC Vice-Chair One thing I was mulling over is that while Caldwell is a decently large city for Idaho, then we have a strong sense of community and culture here, which I think will help strengthen once education has been given to the public. We have historic property owners who have been in Caldwell for years, whose families have grown up here, and especially here in Indian Creek. They may be willing to hear us out on more historic preservation downtown and I think that'd be great. We have community members who love to volunteer their time. I know our last historic preservation meeting, we had a nice woman giving us a history of family she had up on Canyon Hill, about the hospital that used to be up there. We've had different veteran resources as well. I think we have a wealth of citizens who are willing to help out once they know what's going on. With that and the public, they may love to get involved here in Caldwell. They are fine sharing their opinions and are good with getting together and organizing. I think if we can play into that, we can get quite a bit of public engagement.

John Southard, MA, AICP – Logan Simpson That's wonderful. I know earlier there was discussion of education and there being a desire to preserve, but perhaps a need for education, I take it that would be an opportunity that you would like to peruse?

Alex Jones, HPC Vice-Chair Oh yeah, I think greatly. Just the idea of how many people even know we have a historic preservation in Caldwell or even what one is. I think we have a great opportunity to really teach the city and its citizens just what we can do and what we do already.

John Southard, MA, AICP – Logan Simpson There was discussion earlier of code, and the kind of the scope of the commission, in terms of oversight, what opportunities, if any, do you view there?

Alex Jones, HPC Vice-Chair I think Caldwell has great staff. I know they took it on upon themselves to rewrite quite large sections of code, so I'm very confident that whatever goals or objectives and policies that we have, that they would get it implemented in a pretty decent amount of time or find some way to get it done.

John Southard, MA, AICP – Logan Simpson In terms of the, perhaps the code itself, any revisions, any functioning of the commission, any opportunities that you see?

Alex Jones, HPC Vice-Chair I think it would just be expanding the oversight of the commission. I agree we don't need to keep adding regulatory concerns to citizens, but just if we could start looking over the downtown, I think that'd be a great opportunity. Downtown is our greatest opportunity in Caldwell, I would say. It's the biggest drive, the winter wonderland, everything we have. I think our code could definitely be expanded as a great opportunity to provide more resources to the HPC and to Caldwell itself.

John Southard, MA, AICP – Logan Simpson Incentives, the idea of incentives also came up and there is discussion about it. Do you see that being an opportunity, something worth exploring?

Alex Jones, HPC Vice-Chair I believe so. I think before we keep going into the conversation between you and me, I want our other commissioner to be able to speak up and staff as well.

John Nothdurft, HPC Commissioner Yeah, I'd just build on that. I think you mentioned the code, and a number of city council members have sat on this commission, which I think is really helpful to get their of point of view. Morgan might be able to relay some of this information, but there were conversations about the Steunenberg district and thought that this commission could have some oversight, maybe not direct oversight, but input on projects and preserving the history. White it's great to get stuff into code, I think it's also something to keep in mind that there are a lot of different levers that can be pulled and pushed to hopefully preserve history. It could be as simple as, every time something that's built in the city, maybe there's a question on the document that says, are you aware of any significance of the property you're building on? It could be something that's not super heavy-handed, but just to be of help. Being part of the conversations. As we see growth in the city, I think those are types of things that I think there is opportunity. I would love to really dig in and see what is the purview of this commission. I've heard different interpretations of what we understand in the Steunenberg district. Is there a clear definition of what we can and can't do? I would say other opportunities-- once again, we get people who visit our downtown corridor. Those are opportunities to educate and engage the population about history. It doesn't have to just be like, here's a flyer, right? We do a lot of cool, fun stuff on the creek. There's a lot of ways that we can just embed it in the nature of what we do. I think as the tip of the spirit, it would be able to educate the public, the city council, the planning commission, those in the district, and business leaders. Caldwell has a very rich history. We've had governors. We've had the biggest names in Idaho. Many of them started here in Caldwell. So I do think there's a significant role in history to tell. And I just don't think we've really told it in a very refined way, and not a forward thinking way, because I do think we all understand that the city is growing, and will continue to grow. It is more important now than ever to be able to preserve that. It doesn't always have to be an

ordinance, right? It could be, you mentioned incentives. But I do think you need public buy-in. I think you need to be able to tell the story. Just in my own job, that's very hard. You have to have the facts behind you. You have to be able to tell a story. And then it makes that, whatever you're asking for, whether it's a change in code, a tax incentive, or even money, it makes that ask a lot easier. There are people in the district who do know all those stories and can tell those. But we don't have a central, almost a clear house of truth, if you will, in terms of history. So I think that's really what we're missing. That's an opportunity for us.

John Southard, MA, AICP – Logan Simpson You had mentioned there were different levers to pull. I suppose we talked to some communities and there's been discussion of local designation in concert with other levers such as facade conservation easements or in communities where density is a concern, air space conservation easements. Have easements been discussed? Is that viewed as an opportunity or something to explore?

Alex Jones, HPC Vice-Chair I don't know if in the past the commissioners have spoken on that or if there's been a conversation with previous commission and staff. I haven't been here long enough to hear such a thing. So I'm going to default on either of them.

Morgan Bessaw, P&Z Deputy Director Yeah, I think that everything would be an opportunity. I think it's been several years since the city last tried to implement a new district or something to that effect. I think that when we have new property owners new staff, new council, new administration. I think that it would be worth attempting to do that again, but also I think it'd be worth trying to do something new. I think along the lines of what someone else said, we've been very fortunate to be very well supported by the city administration, by the different council members that we've had. And so I think that at this moment, I don't believe the commission or the city is looking to rule anything out at this stage. We'd be interested in learning about all the opportunities available to us that other commissions have implemented. We haven't done a lot of our own research on what other commissions around the country have done. I think that we would love to be educated on what some of these other opportunities are that we're unaware of. I do think, as I mentioned, we've been well supported by the city and the council. So I think that's really helpful. I think that there are, even though I said it wasn't a very large network of people that have participated. I think that the people that have participated are very enthusiastic and knowledgeable, and so I think that that has been an asset. I think, I keep circling back to the same things. We have some of these old surveys and whatnot around the community. I think that there's an opportunity to look at having more districts, and I think if we did have more districts, it would be an additional opportunity to educate more people, more neighborhoods, about what the commission's doing, what the goals are, and to get the word out to more people about the goals of the commission. We do have some other good partners that I didn't mention earlier. We've worked with the college a lot as a city, maybe not as this commission, but as a city. And they've been a great partner. We partner with them on a lot of projects and they are historic. I think they're 140 years old. I mean, they've been around quite some time. I think that there's an opportunity there to try to do more, to tell their story and the role that they play in Caldwell's history. I believe our library has a lot of good resources about Caldwell's history, and they've done a lot of work with their Idaho room and collecting materials. I think maybe partnering with the library more often in some form or another to do combined events would be an opportunity.

John Southard, MA, AICP – Logan Simpson I appreciate you bringing up partnerships that was on that list of things to get to. I know we had that discussion earlier on about partners that do exist and potential for additional partners. So that's certainly something that will be explored.

Alexis Matrone, SHPO I have two questions for the commission, if this is something you guys thought about. I know you guys have a whole district, so there is some design review, and I see the certificate of appropriateness, but what we've started to see in some communities, and there are not a lot in Idaho that do have this design review, is that they are updating their guidelines and they are forming kind of a mixture. Usually what we would see is just specifically these design guidelines for commercial properties and then a separate document for residential. But we're kind of seeing the blending of those. And even if at this time there is no residential local district, so there are no guidelines for that, they are including what chapter within those guidelines to kind of help historic property owners before they make their decision. So before it would even come to the commission. Just another educational tool. I don't know if that's something you guys thought about. We talked about an opportunity for continuing survey and more documentation of the historic properties. Another thing I've noticed in the communities in Idaho is it is hard to convince them that 1976 is now considered historic. So there are great post-war properties and these mid-century properties that are not being documented. And if we're talking about being more proactive than reactive, those would be the next neighborhoods and the next properties that would be in danger of being updated or demolished. So has the commission considered, further serving to be outside of that downtown core into the, mid-century commercial resources and neighborhoods, residential areas?

Morgan Bessaw, P&Z Deputy Director Looking through some of our hard copy files, it does look like we surveyed at one point some mid-century modern residential neighborhoods. They were just never turned into a district. So I think that is an opportunity moving forward and something we should consider with this plan. We do currently have design guidelines in place. Actually, Alex is probably more familiar with them than I am. But having not had them broken up between residential and commercial, we did find to be problematic in the past. And moving forward, I think that would be an opportunity for something that we could do is make sure that we have design guidelines for residential and commercial because combining them has been challenging at times. But at least we have some. We have gone through the process and created design guidelines. So that is a step in the right direction and we do have those posted online.

John Nothdurft, HPC Commissioner I agree with everything that Morgan said. Speaking of partners, it's not a big partner that we haven't really engaged on, but it's obviously a huge historical context there in the community, is the Caldwell Night Rodeo and it’s over 100 years old. I know the city works and the county has worked with them. We haven't necessarily, but I know there's one thing that I hear often from people in the community is how do we protect and preserve the rodeo? That rodeo is a huge aspect of this community. Finding a high profile thing like that could be a way of getting more eyeballs on other things that are just as historic, but maybe less flashy. A couple of things we have done, is send some mailers through the city to allow people in the Steenberg district to understand that they live in an historic district. I think we've done one or two while I've been on the commission. I know historically that we've worked a little bit with realtors in the area to try to educate them about this being a historic district, because there are a lot of people moving in and moving out. I think we've tried to use some of that to inform people that just moved to the historic district. Not in a way to tell them what they can’t do to their home, but really just to welcome them to this very important historic district within Caldwell. Are we trying to do some of that stuff. How effective is it? I don't really hear about it but maybe Morgan knows. I don't think we get a lot of people trying to hurt the district. I think most people understand they live in the district. But I could be wrong, Morgan. You would know better than me, the requests that come across your team's play.

Morgan Bessaw, P&Z Deputy Director I think you're right. I think that if we've done education well, it would be we've done education well for the people in the district. Most people come in being fully aware. Very little of it is done reactively. People are generally coming in proactively to make sure that whatever they're planning is in accordance with

the design guidelines. And I do appreciate your comment about the rodeo, because I had forgotten that we did have a member of the public come in and speak to us in the last year asking if we could pursue trying to get the rodeo on the national list of historic places or national register. I don't know if it qualifies, if it doesn't qualify, if rodeos qualify at all. But that was something. And then also speaking of opportunities, we talked about this one time at the commission level, but our code is rather robust and we don't use all sections of our code. We're doing a very limited amount of what our code allows. So we do pursue C of A's in the Steunenberg district. However, if you look at the powers and duties of the commission, it is much, much broader than anything we've done in the last three years. So I think that there is an opportunity there for us to relook at the code and the activities that we can do. Looking at it right now, it talks about conducting surveys, acquiring property. It talks about us restoring, maintaining, operating historic properties. It talks about just many, many things that we don't do. So I think that there's an opportunity there to look at other things that we could be doing and we don't even have to change the code to go about doing it.

John Southard, MA, AICP – Logan Simpson Anything else to add or are we looking to close out opportunity?

Alex Jones, HPC Vice-Chair I think we are good to close out opportunities and move towards threats.

John Southard, MA, AICP – Logan Simpson So threats in terms of the program, in terms of preserving historic resources here in Caldwell, in terms of successful implementation of the eventual plan, what do you see as the biggest threats to those?

Alex Jones, HPC Vice-Chair I would say, while it's one of our greatest strengths, it could also be one of our greatest threats, is public opinion. Again, the public opinion can get very divisive. How transparent we're being, how much we are, if we don't explain to the public what's going on in very good detail and make sure that they're educated throughout this whole process, that they could see this as a overreach of the City of Caldwell, which has been seen in the past with other things that the city has done, not with preservation, but this other code situations. I'd be cautious to think that we might just be more government spending that isn't needed. So I think that's our biggest threat. Again, the population of Caldwell and the citizens are amazing and their opinions can be very strong.

John Nothdurft, HPC Commissioner Yeah, I think Commissioner Jones is correct in that I think that's where I still come back to the point of we need to be, as a commission, but also as a city, just understand the historical, significance of different things and really have a plan in place so that it is being transparent. I think transparency is very important. People don't want to feel like you're pulling the rug out from them for whatever reason. So I do think that's very important, which I think this is why this is such a critical step. And probably why there's such a long list of opportunities is because it is, in large part, a very blank slate. So I think that's part of it. Everything that was said, I think are threats. I think we have a very individualistic sort of private property protection sort of view. As a community, not everyone, but I think that's definitely kind of a sticking point. I also think there's obviously massive growth. That obviously is a threat. It's an opportunity, but it's also a threat. You also have an aging population of those who are-- no history, those families that were here. So I think that's part of it. We have a very ag-based community historically. A lot of those farmers, their families have not wanted to carry on the family business. So they've sold their land, and that's resulted in a lot of the growth. So you're losing even that history of the ag community and some of those farmers. So there's a lot, I mean, it's such a, you could call Caldwell a city in transition at this point, right? It's been transitioning. You know, you have a certain amount of people who have always lived in Caldwell. You have people made from out of state that have moved in. Then you have people who have moved in from other parts of, you know, Boise or Meridian. or Eagle because it's a little less, a little more affordable. So it truly is a city in transition. And I think that's a threat to not under, if you don't

understand history, you don't, you don't appreciate it. So I think that is the biggest threat. So once again, I still think education, engagement, Being transparent, those can offset some of those threats. But I do see everything that the other commissioner said, and then those other things that you just mentioned is the biggest threats to kind of what we're trying to accomplish.

John Southard, MA, AICP – Logan Simpson And with the population influx, perhaps property values as well, desire to build higher and better.

Morgan Bessaw, P&Z Deputy Director I think I was going to say the same thing as both of our commissioners, that the pace of redevelopment here is very extreme, very rapid. And so I think that, you know, one of the threats is some of these historic resources being redeveloped before we even know what they are, before we've even identified them. I think on our walking tour of downtown, looking at the areas that have been that are designated on the National Register, several of those have been torn down since that little district was designated. So that would be, I think, the biggest threat, that more things get removed.

John Southard, MA, AICP – Logan Simpson Mariah, do you have questions regarding threats? Or for your communities that you worked with in Florida, what kind of-- were there universal threats that haven't been discussed?

Mariah Jones, MS.C. – Logan Simpson Just rapid redevelopment. And we struggled also with just a lot of people coming from out of state, not identifying with the heritage that you have here in Caldwell, and then lacking the resources to be educated. You can't make people care, but you can make them aware of the history and heritage. And I think that you have a really great opportunity with the plaza, with downtown, to be able to have people to be able to create their own identity with your historic resources. So I think that's really exciting. But that is a big -- that was a big challenge that we had to overcome. Just a lot of people coming in from out of state and wanting to build whatever they had at home, you know?

John Southard, MA, AICP – Logan Simpson Alexis, what threats are typical that you see in CLGs throughout the state, or do you have any questions to prompt the discussion regarding threats?

Alexis Matrone, SHPO I think the threats that we see the most are, you guys really hit on it, is the loss of ag land, farmsteads, things like that. I know I've recently worked with a community nearby that just did their plan. and started going through, they had a far side registry, a local registry, and realized that 90% of it was gone. And I would say that a lot of times those threats come with constant documentation. That same community has kind of creatively implemented, you know, where he was saying that the code is a bit bigger than the reach that you guys are taking on right now. So they've had, and theirs was the same. They've been a little bit more creative that if a permit is pulled, they send a commission member out just to at least document it. They can't say no to a permit, but at least those farms in that area has been documented and we have captured that history, if possible. Another thing we see in Idaho, and I'm wondering if Caldwell has thought about this at all, are the environmental threats, we deal with a lot of fires, things like that. If that's ever been a question when it comes to documentation, are we documenting the larger area? I know you guys are just citywide, so I'm not sure where that actually starts and ends from county to city, but documenting high-risk areas before, anything that happened, that's been something you guys thought about.

Morgan Bessaw, P&Z Deputy Director It's not anything that we've done, although I know that the county has started to do that work and we've talked about the areas that the city is most concerned with. So that's really helpful moving forward, but it's not something that the city has done proactively in the past. But I'd be happy, I mean, we should have brought Chelsea into this earlier so she could talk about it, but I'd be happy to have Chelsea speak to that briefly so we could include it if you wanted to.

Chelsee Boehm, Historic Preservation Officer, Canyon County Sure. I'm Chelsea. I'm the Historic Preservation Officer for Canyon County. So I operate our county's Historic Preservation Commission. Our county also has a grant program where we collect a certain a very small percentage of property tax dollars in the county and then redistribute that money as grants for historic preservation. So that's just to say I try really hard to stay in everybody's business all the time. Yeah, we have been super fortunate to work with the Caldwell Historic Preservation Commission while we have our own county plan. So we're focusing on those unannexed unincorporated areas. Obviously, this is where all the people are. Regarding the surveys we are doing of the farm land and edges of the city, there's a lot of development going on. And so some of that development is happening right at the edge of the area of impact for Caldwell, which I believe your area of impact was just expanded. I think it was in the county's plan. So there's a big development going in along 10th Avenue in Caldwell, which is one of the major kind of thoroughfares. They were impacting a National Register eligible canal, right? So the mitigation, the Section 106 mitigation was to do a survey of historic farmsteads that are right on the edge of Caldwell and Canyon County unincorporated. So we're kind of overlapping in doing work that benefits us, but that also benefits the city. And we, as we do have a preservation plan, we have the benefit of having a little bit of structure in place where, you know, the city hasn't yet. We've been able to kind of flex that and work together on projects that benefit both of us. I will just say, it's really exciting to see all the work that you guys are doing as a county. Because we are taking care of these unincorporated areas, we don't have a lot of teeth. We don't have any historic districts. So it's really cool to see at a local level those things happening. I was just going to say like, listening to some of like the strengths and the weaknesses and opportunities and threats. Morgan already mentioned like the library, but also the Van Slyke museum. So there's the park, the Van Slyke, and there's a historic caboose and there's lots of interpretive signage. I know a lot of people are really interested in visiting that space, there is just not the capacity to have volunteers there. I will say Lake Lowell and the national wildlife conservation, such as the City of Caldwell is very close to that. I think that overlaps very much with the agricultural, but there also is that background related to irrigation, but also wildlife preservation, which comes into play. Because technically I think half of Lake Lowell at least has Caldwell addresses. I was here when a woman came in to talk about the Caldwell Night Rodeo and the county fairgrounds. It's not eligible for the National Register, unfortunately. SHPO looked at it, and the one kind of original structure, and Alexis can probably speak to this better than I can. The grandstands, are just not old enough. Unfortunately, it's not eligible, but people are very passionate about the Caldwell Night Rodeo. There is a public history professor at the College of Idaho who is working really hard. She has a public history class and is working hard to get her students involved in public history. I think tapping into those things that are already going on is another potentially good place. I also will say Preservation Idaho, the statewide organization, just recently got a board member who is from Canyon County. Working with them, I think will be a little bit easier. They're working really hard to expand because so many of their folks are Boise based and that's where much of the state's population is. It's been easy for them to be really focused on Ada County, but they are working hard to move farther. So there's a lot of great opportunities. Yeah. Do you guys have any questions for me or anything?

Alexis Matrone, SHPO The College. Can I piggyback a little bit off of some of Chelsea's comments? So the night rodeo, we know is a big topic in Caldwell. And unfortunately, we did deem it not eligible at this time. Not saying that one day it cannot be eligible. But like I said at the beginning, just because it's not meeting Park Service guidelines does not mean that it doesn't have local significance. And the state legislation allows, you already have a local district and there are

three different opportunities to have some of that to implement designation on the local level. And it doesn't always have to be districts. It can be specific properties. And that might be something that the city wants to explore.

Alex Jones, HPC Vice-Chair Thanks, Alexis, and thank you, Chelsea, for coming up and speaking. I don't know how much it, how fun it is to speak on a microphone. I was like, I'm so nervous.

John Southard, MA, AICP – Logan Simpson Mr. Jones, additional thoughts as to threats.

Alex Jones, HPC Vice-Chair
I think everyone, you know, it was great, great conversation between everyone. I myself have nothing to add. If our other commissioner up in the sky has anything to add himself or...

John Nothdurft, HPC Commissioner I guess I just want to say thank you for coming in and really listening to us. And I'm sure as you have more conversations with the public, you'll come wakefully impressed with the community. I hope you get a lot of input and people talking to you. And I do think this is kind of a almost a crossroads for the city, just with everything going on, all the development, the transition of the city. I think this is very well timed for this conversation to have. So I think what you all are doing and I know I will speak for myself, making sure that the plan that we do put in place that we actually follow it and actually take steps. I think I mentioned on the original call, I said any small meaningful steps that you can give us to move this forward is helpful. I think showing progress is going to be super helpful while also having those sort of long-term sort of guiding light goals and objectives. So really thank you so much for you guys coming all the way out here and doing this really important work for us. So I'll.

John Southard, MA, AICP – Logan Simpson Thank you for having us. We're very grateful to be a part of this project. We're excited and the engagement with the Commission thus far has been very productive and I would say very enjoyable as well. So thank you.

Alex Jones, HPC Vice-Chair For my own reminder, we're having public involvement events this week, correct?

John Southard, MA, AICP – Logan Simpson Correct. There will be an event tomorrow evening at the Caldwell Housing Authority And that is, I believe, at 5:30pm. That is going to be specifically geared to outreach to the Hispanic community. And then a public open house will also occur on Thursday evening at the depot. And that one's at 6pm. We will be having those two open houses. We will be seeking to meet in person or virtually, either while we're here or upon a return home with additional members of the commission. We received some suggestions last time from the commission as to individuals to speak with. So we're trying to get those set up And again, perhaps in person, perhaps virtually. But yes, there's the public outreach component and really seeking to identify needs, desires, opportunities, just what we've done here this evening. That is absolutely essential to really getting us to where we need to be with respect to plan development.

Alex Jones, HPC Vice-Chair Love to hear it. It's great. With that, I have nothing else to add. So we thank you for your time and coming in and being part of this project. And we look forward to keep working with you. I'm going to call adjourning this meeting.

Regular **Item:** 2.f.

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approve the Planning and Zoning Commission June 10th, 2026, meeting minutes.

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. P&Z Commission_6.10.25_FINAL

PLANNING AND ZONING COMMISSION
MEETING MINUTES
Wednesday, June 10, 2026 @ 6:00 pm
City Hall, Council Chambers, 205 S. 6th Ave, Caldwell, Idaho

Vice Chair Larson called the meeting to order at: 6:00pm.

ROLL CALL

Present: ☐ Harman ☒ Larson ☒ Geyer ☒ Vance ☐ Whitbeck
Absent: ☒ Harman ☐ Larson ☐ Geyer ☐ Vance ☒ Whitbeck
Quorum Present: ☒Yes ☐ No

CONFLICT OF INTEREST DECLARATION (if any).

Vice Chair Larson asked if there were any conflict-of-interest declarations.
There were none.

SPECIAL PRESENTATIONS.

There were none.

CONSENT CALENDAR: (ALL CONSENT CALENDAR ITEMS ARE ACTION ITEMS)

1. Approve minutes for the Caldwell Planning and Zoning Commission for the May 13, 2026, hearing.

MOTION BY: ☐ Harman ☐ Larson ☐ Geyer ☒ Vance ☐ Whitbeck
SECONDED BY: ☐ Harman ☐ Larson ☒ Geyer ☐ Vance ☐ Whitbeck

MOTION CARRIED

REVIEW OF PROCEEDINGS (OPENING STATEMENT)

Vice Chair Larson opened the public hearing and outlined the public hearing procedures.
Vice Chair Larson proceeded to public hearing items on the agenda.

OLD BUSINESS:

None

NEW BUSINESS

ACTION ITEM: Public Hearing (Legislative and Quasi-judicial) for Case Number ANN26-000004: The applicant, Anders & Co. LLC, on behalf of Ashley Castiollo, is requesting annexation of parcel R3430600000 with an initial zoning designation of R-2, Community Residential. The parcel is designated as Neighborhood 2 within the Comprehensive Plan Future Land Use Map. There is an existing single-family dwelling on the parcel and the owner would like to annex into the City limits so they may access municipal sewer service. No other development is proposed at this time. The 0.52 acre parcel is addressed as 19241 Piaggio, and is located on the east side of Middleton Rd., approximately 1,100 feet north of the intersection with Linden Rd, in Caldwell, Idaho.

Applicant Presentation:

Applicant, Jason Andersen, 2357 W. McMillen Rd. Boise, ID presented the applicant's request by use of a Power Point presentation:

- Wants hook-ups to city water and sewer

Staff Presentation:

City Associate Planner, Name, 205 S. 6th Ave., Caldwell, Idaho, presented the staff report by use of a Power Point presentation. She noted:

- Subject location
- Comp Plan Analysis
- Zoning analysis – R-2
- Surrounding Land Uses
- Background Information
- Development project analysis
- Review and Analysis
- Condition: pave driveway
- Public Utility Services
- Public comments
- Conclusion

Commission Questions for Staff and Applicant:

- Neighborhood meeting: Nobody showed, applicant knocked on door but nobody provided opposition
- Why zoning R-2? Highest mixed use available. No reason other than to connect to utilities.
- Parcel not required to join HOA
- City resources are available.
- Paved driveway to be paved 10 feet wide and 25 feet deep.
- Additional landscaping is not required but welcomed.

Public Testimony:
None

Motion to close public discussion:
MOTION BY: ☐ Harman ☐ Larson ☐ Geyer ☒ Vance ☐ Whitbeck
SECONDED BY: ☐ Harman ☐ Larson ☒ Geyer ☐ Vance ☐ Whitbeck

MOTION CARRIED

Evidence List:
Staff Report and presentation documents
Applicant presentation documents
Sign-up sheets

Commission Discussion and Deliberation:

- Welcomes the pavement
- Finds no issues in annexing property

ORDER OF DECISION:
Based upon the testimony and evidence in record in this matter, and upon the findings of fact and conclusions of law set forth herein, DO HEREBY DETERMINE AND MOVE AS FOLLOWS:

☐ Harman ☐ Larson ☒ Geyer ☐ Vance ☐ Whitbeck

MADE A MOTION AS FOLLOWS:
The request for ANN26-000004 is recommended for approval subject to the condition of approval as presented or amended

THE MOTION WAS SECONDED BY:
☐ Harman ☐ Larson ☐ Geyer ☒ Vance ☐ Whitbeck

ROLL CALL VOTE:
Harman ☐ Yes ☒ No

Larson	☒ Yes	☐ No
Geyer	☒ Yes	☐ No
Vance	☒ Yes	☐ No
Whitbeck	☐ Yes	☒ No

MOTION CARRIED

ACTION ITEM: Public Hearing (Legislative and Quasi-judicial) for Case Number ANN26-000005, SPP26-000003: The applicant, Porchlight Development, on behalf of Gemini LLLP, is requesting annexation of three (3) parcels (R3426800000, R3428313400, and R3426500000) with an initial zoning designation of R-2 (Community Residential) with a development agreement. The current City comprehensive plan future land use designation is Neighborhood 2, and R-2 is considered a compatible zoning district. Concurrently, the applicant is requesting approval of a preliminary plat for Legacy Farms Subdivision, a single-family residential subdivision with 402 buildable lots. The approximately 95 acre site is located on the west side of Northside Blvd., approximately 1,300 feet north of the intersection with Linden Rd., in Caldwell, Idaho.

Applicant Presentation:

Applicant, Hethe Clark, 251 E. Front St, Boise, Idaho, presented the applicant's request by use of a Power Point presentation:

- Background of Blackrock Homes
- Completed projects in community
- Amenities: dog park
- Homes: Exterior and Interior
- Vicinity Map – adjacent to Aviary
- Commercial development is coming
- Comp plan proposes Neighborhood 2
- Density is 4.2 homes per dwelling acre
- Amenities
- Density – lower end
- Pathways
- Well lot donated to the city
- Projected impact fees: $3.2M
- DA agreement addresses schools
- Nampa Fire District would be responsible for this project
- Timeline is over 10-year time span.

Staff Presentation:

City Senior Planner, Katie Wright, 205 S. 6th Ave., Caldwell, Idaho, presented the staff report by use of a Power Point presentation. She noted:

- Subject Location
- Zoning analysis
- Surrounding Land Uses
- Comp Plan analysis
- Subdivision Layout
- Review and Analysis
- Public Utility services
- Public Comments
- Condition Modifications
- Conclusion

Commission Questions for Staff and Applicant:

- Frontage is conditioned
- Smaller lots are located towards the center of the subdivision plan
- Largest lot is approx. 16,933 square feet; smallest is approx. 3,000 square feet

- Amenities: 1st phase will provide pickleball courts, 3 soccer fields, play area, dog park, climbing rocks, and food truck area
- Food truck area is not permanent. Will be coordinated with HOA and will ensure food trucks are licensed through SWDH and Planning and Zoning
- Development agreement due to requested variance,
- Staff found the lot size does not provide any direct impact to neighboring parcels
- Pathways: no other developments in the area so they aren't providing connectivity to anything yet but will when new developments come in
- Lot size is of concern: 4000 should be the minimum
- Comp plan encourages variety of sizes so it would be supported by comp plan.

Public Testimony:

Lowell Dale, 19236 Flora Rd., signed up to speak in opposition of the application:

- Argues density
- Likes amenities and food truck
- Likes 5-foot path
- 2040 plan
- Said photos provided don't meet reality
- Lot size
- Infrastructure
- Setbacks

Kayleen Osendorf, 19028 Flora Rd., signed up to speak in opposition of the application:

- Lot size
- Traffic

Calvin Walsh, 19266 Flora Rd, signed up to speak in opposition of the application:

- Privacy for current homeowners
- Larger setbacks

David Andrus, 19451 Knott Ln, signed up to speak in opposition of the application:

- Lot size
- Road access
- Opposition expressed to builder

Ken Johnson, 19322 Flora Rd., signed up in opposition of the application but did not wish to speak.

Pam Xavier, 19421 Bluebell Ct.., signed up in opposition of the application but did not wish to speak.

Applicant Rebuttal:

Applicant, Heath Clark, presented the applicant's stated:

- Pathways connect to other pathways in upcoming developments
- Traffic
- Lot sizes
    - Not entirety of project
    - Meant for people who don't want responsibility of land
- Setbacks
- Do parking studies
- Neighbors are far enough away from biggest lots in sub

Commission Questions for Staff and Applicant:

- Fees
- Will have conversation prior to council with
- There are 2-story homes in Knott Ln. area

- Landscape buffering along Knott Ln. to provide privacy is not an option because the biggest lots are along existing homes.
- RV parking vs soccer field as an option for amenities
- Lot size and setbacks
- Homes located in blue area on site plan are two story
- Additional subdivisions located in Meridian that are similar to this plan
- Knott Ln does connect to 20/26 without a light – no plans for a light from ITD
- Transportation Mitigation agreement mentions improvements will include future upgrades
- Roads will be rerouted to accommodate traffic

Motion to close public discussion:

MOTION BY: ☐ Harman ☐ Larson ☒ Geyer ☐ Vance ☐ Whitbeck
SECONDED BY: ☐ Harman ☐ Larson ☐ Geyer ☒ Vance ☐ Whitbeck

MOTION CARRIED

Evidence List:
Staff Report and presentation documents
Applicant presentation documents
Sign-up sheets

Commission Discussion and Deliberation:

- Neighborhood 3 zone is part county and city which is a place type in comprehensive plan
  - Aviary has a mix of different zones
- Chinden/Hwy 20/26 traffic can't be commented on effectively since it's ITD
- Concerns about lot size and small setbacks
- R-2 zoning is too tight for this area
- Doesn't feel plan is complete
- Possibly asking for a continuation with a date certain (July 8) to allow developer time to work with staff regarding their concerns of density and setbacks
- 790 units are allowed in this density and this builder is offering ½ that

ORDER OF DECISION:

☐ Harman ☐ Larson ☒ Geyer ☐ Vance ☐ Whitbeck

MADE A MOTION AS FOLLOWS:
To continue this project for reconsideration to July 8 with an opening of public testimony.

THE MOTION WAS SECONDED BY:
☐ Harman ☐ Larson ☐ Geyer ☒ Vance ☐ Whitbeck

ROLL CALL VOTE:

Harman	☐ Yes ☐ No
Larson	☒ Yes ☐ No
Geyer	☒ Yes ☐ No
Vance	☒ Yes ☐ No
Whitbeck	☐ Yes ☐ No

MOTION CARRIED

ADJOURNMENT

MOTION BY: ☐ Harman ☒ Larson ☐ Geyer ☐ Vance ☐ Whitbeck

SECONDED BY: ☐ Harman ☐ Larson ☒ Geyer ☐ Vance ☐ Whitbeck
to adjourn the meeting.

MOTION CARRIED

Meeting adjourned at: 7:15 pm

APPROVAL OF MINUTES

Respectfully submitted by Sarah Davis, Planning and Zoning, Planning Technician

MINUTES APPROVED AND SIGNED BY CHAIRMAN HARMAN: on the date noted below.

Shawn Harman: Chair

8/12/26

Date

ATTEST:
Morgan Bessaw, Deputy Director, Planning and Zoning

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Temporary easement for sanitary sewer, domestic water, pressure irrigation main line.

Summary Statement:

Acceptance of a temporary easement for sanitary sewer, domestic water and pressure irrigation main line by Endurance Holdings LLC.

Endurance Holdings LLC. has agreed to provide a temporary easement for the utilities across a portion of their property (R3430800000) to provide said services for Valencia Village Subdivision Phase #2. This easement is necessary for the construction, operation and maintenance of said utilities.

The original easement is attached:

1. Temporary Easement: Sanitary Sewer, Domestic Water, Pressure Irrigation Mainline

Recommended Action:

It is the recommendation of the Engineering Department that Council approves the easement as submitted.

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. Easement M&R Temporary Sewer, water and PI Template Val Village 2 completed
2. Notarized Easement signed

MEMORANDUM

TO: Caldwell City Council
Meeting Date _September 8_, 2026

AGENDA ITEM INFORMATION				
SUBJECT: Temporary easement for sanitary sewer, domestic water, pressure irrigation main line.		***Department Submittals***	***X to mark***	***Initials***
		Building Department		
		CDBG		
		Clerk		
		City Attorney		
		Finance Department		
		Human Resources		
		Planning & Zoning		
		Fire Department		
		Police Department		
		Public Works		
		Street Department		
		Water Department		
		WWTP		
		Engineering	X	JL
		Mapping		
COST IMPACT:	$0.00	Parks and Recreation		
FUNDING SOURCE:		Airport		
		Information Systems		
TIMELINE:		Golf Course		
		OTHER:		

Finance Review ☐ ***Budgeted*** ☐ ***Not Budgeted*** ☐

SUMMARY STATEMENT:

Acceptance of a temporary easement for sanitary sewer, domestic water and pressure irrigation main line by Endurance Holdings LLC.

Endurance Holdings LLC. has agreed to provide a temporary easement for the utilities across a portion of their property (R3430800000) to provide said services for Valencia Village Subdivision Phase #2. This easement is necessary for the construction, operation and maintenance of said utilities.

The original easement is attached:

1. Temporary Easement: Sanitary Sewer, Domestic Water, Pressure Irrigation Mainline

RECOMMENDED ACTION:

It is the recommendation of the Engineering Department that Council approves the easement as submitted.

RESOLUTION NO. _____

A RESOLUTION BY THE CITY OF CALDWELL, IDAHO ACCEPTING A UTILITY EASEMENT BETWEEN THE CITY OF CALDWELL AND ENDURANCE HOLDINGS LLC FOR THE PURPOSE OF CONSTRUCTION, OPERATION AND MAINTAINENCE OF SANITARY SEWER, DOMESTIC WATER, PRESSURE IRRIGATION MAIN LINES.

Be it resolved that the City of Caldwell, Idaho hereby accepts and approves an "Easement" between the City of Caldwell and Endurance Holdings LLC. This easement provides a pathway across a portion of their property necessary to construct, operate, and maintain said sanitary sewer, domestic water, pressure irrigation main lines.

The City Clerk of the City of Caldwell is hereby directed to record the easement described above, and forward a copy to the Engineering Department of said City of Caldwell for preservation in an index of easements.

PASSED BY COUNCIL of the City of Caldwell, Idaho, this the 8th day of September, 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho, this the 8th day of September 2026.

Approved By:

_____
Eric Phillips, Mayor

Attest:

_____
Kristina Buchan, City Clerk

EASEMENT

THIS INDENTURE, Made this _____ day of _____, 2026, between **Endurance Holdings LLC**, parties of the first part; and **CITY OF CALDWELL**, a municipal corporation, situated in the County of Canyon, State of Idaho, party of the second part; WITNESSETH:

That the parties of the first part, for ten dollars ($10.00) and other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged, do by these presents grant forever unto the party of the second part, its successors and assigns, for the purpose of constructing, operating, and maintaining sanitary sewer, Pressure irrigation and water main lines with the necessary appurtenances thereto, and for accessing Grantee's property, full and free right to enter upon the real property of the parties of the first part, said real property being described as follows:

See Exhibits "A", comprised of one (1) page and exhibit "B" comprised of one (1) page, attached hereto and made a part hereof

TOGETHER With the right of ingress and egress upon, over, under and across the property described in Exhibit "A," as well as upon, over, under, and across the adjacent lands belonging to the parties of the first part, its successors and assigns, for all purposes related to accessing, constructing, operating, and maintaining the facilities for which this easement has been granted and the necessary appurtenances thereto.

This easement is made subject to the following conditions:

1. The easement described above is hereby perpetually reserved for the utility purpose herein set forth, and no structures other than those for such utility purposes are to be erected within the limits of said easement.
2. The CITY OF CALDWELL shall have the right at any time to cut, trim, and clear all trees, brush, and other obstructions that may injure, endanger, or interfere with the construction, operation, or maintenance of said utility.
3. In exercising the rights granted herein, the CITY OF CALDWELL will not unreasonably interfere with the normal use of the premises and will, at its sole cost and expense and with due diligence, restore the premises to its original or better condition following any use of the easement either for construction, repair, maintenance, and/or replacement of said facilities and appurtenances thereto.

4. Upon recordation of a final plat over the subject property providing public right-of-way or utility easements to and over these facilities, the temporary utility easement described in the Exhibits hereto, if in, shall terminate automatically without the need for any further act by any party.

IN WITNESS WHEREOF, The parties of the first part have hereunto set their hands and seals the day and year first above written.

Owner Name

By: Corey Barton

Title: Member

STATE OF Idaho)
) ss.
County of Ada)

On this 19th day of August, in the year 2026, before me the undersigned, a Notary Public in and for said State personally appeared, Corey Barton, known or identified to me to be the Member of the company that executed the foregoing instrument, or the person who executed the instrument on behalf of said company, and acknowledged to me that such company executed the same.

ADAIR KOLTES
Notary Public - State of Idaho
Commission Number 30052
My Commission Expires 06-05-2028

Notary Public

Residing at Nampa, ID

My Commission Expires 6-05-2028

Description for
Utility Easement
Valencia Village Subdivision No. 2
March 17, 2026

A portion of land located in Southwest 1/4 of the Northwest 1/4 of Section 29, Township 4 North, Range 2 West, Boise Meridian, City of Caldwell, Canyon County, Idaho more particularly described as follows:

EASEMENT 1

Commencing at the 1/4 corner common to Sections 29 and 30, T.4N., R.2W., B.M., from which the North 1/16 corner common to said Sections 29 and 30 bears North 00°10'48" West, 1327.51 feet; thence North 29°18'49" East, 1,020.39 feet to the **POINT OF BEGINNING**;

thence North 09°44'38" West, 75.77 feet;

thence North 80°15'22" East, 20.00 feet;

thence South 09°44'38" East, 74.01 feet;

thence South 75°12'46" West, 20.08 feet to the **POINT OF BEGINNING**.

Containing 1,498 square feet, more or less.

AND

EASEMENT 2

Commencing at the 1/4 corner common to Sections 29 and 30, T.4N., R.2W., B.M., from which the North 1/16 corner common to said Sections 29 and 30 bears North 00°10'48" West, 1327.51 feet; thence North 46°18'16" East, 1161.15 feet to the **POINT OF BEGINNING**;

thence North 00°26'32" West, 17.00 feet;

thence North 89°47'07" East, 31.50 feet;

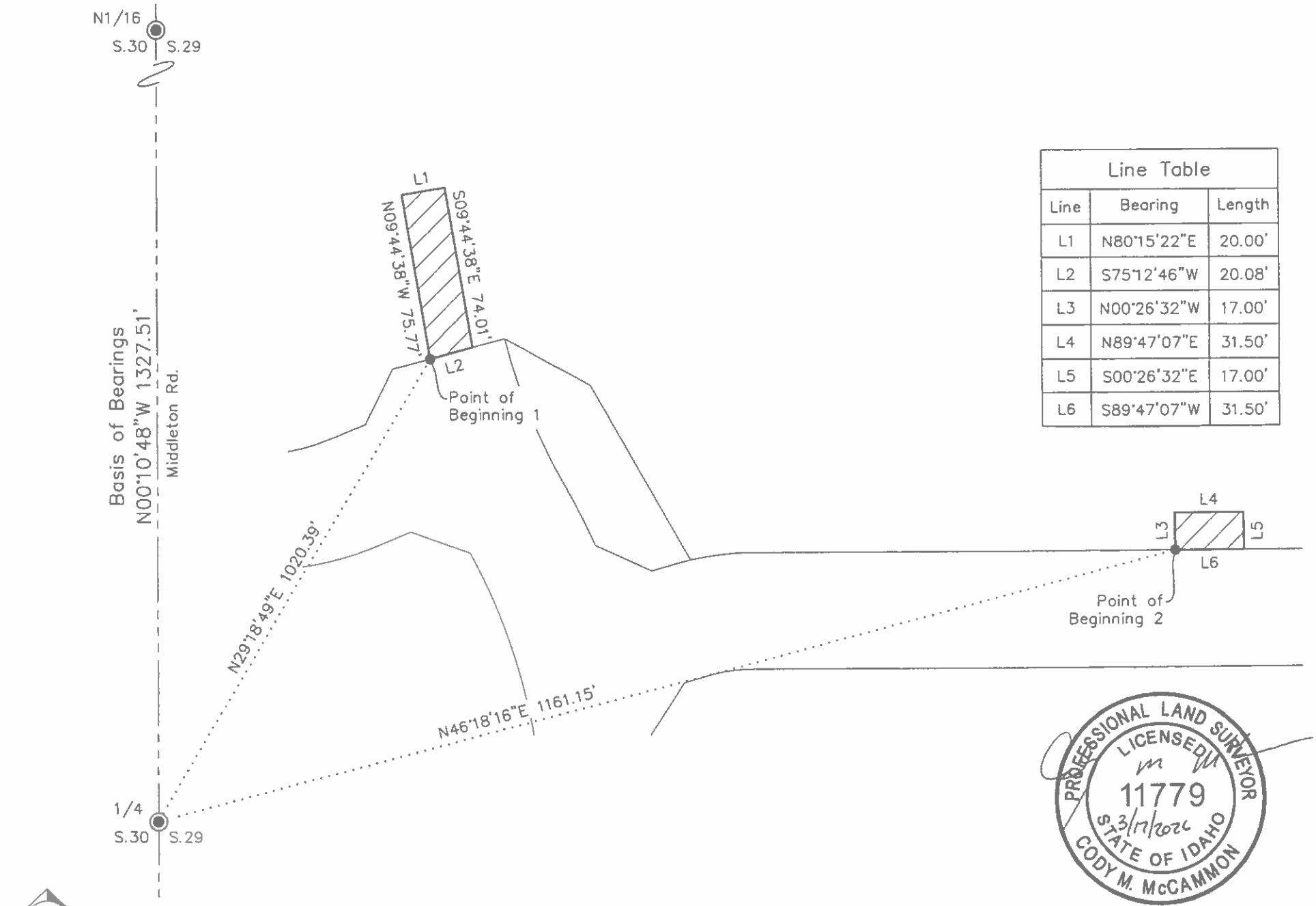
thence South 00°26'32" East, 17.00 feet;

thence South 89°47'07" West, 31.50 feet to the **POINT OF BEGINNING**.

Containing 536 square feet, more or less.

End of Description.

Exhibit B Page 1 of 1



Line Table		
Line	Bearing	Length
L1	N80°15'22"E	20.00'
L2	S75°12'46"W	20.08'
L3	N00°26'32"W	17.00'
L4	N89°47'07"E	31.50'
L5	S00°26'32"E	17.00'
L6	S89°47'07"W	31.50'

PROFESSIONAL LAND SURVEYOR
LICENSED
11779
3/17/2026
STATE OF IDAHO
CODY M. McCAMMON

N

Scale: 1"=60'

0 10 30 60 120

P:\Valencia Village No. 2 23-179\dwg\Utility Ease Ex.dwg 3/17/2026 11:14:12 AM

IDAHO SURVEY GROUP, LLC
9939 W. EMERALD ST
BOISE, IDAHO 83704
(208) 846-8570

Exhibit Drawing for
Utility Easement
Valencia Village Subdivision No. 2

A portion of land located in the SW1/4 of the NW1/4 of Section 29, T.4N., R.2W., B.M., City of Caldwell, Canyon County, Idaho.

Job No. 23-179
Sheet No. 1
Dwg. Date 3/17/2026

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approve the purchase of hazardous materials response equipment in the amount of $226,615.86 with funding already provided through the Idaho Office of Emergency Management (IOEM) Hazardous Materials Grant Program.

Summary Statement:

The proposed purchase includes replacement and new hazardous materials response equipment, including SCBAs, portable and mobile radios, propane flare kits, laptop computers, Starlink satellite internet equipment, mercury detection equipment, gas and vapor detection instruments, radiological detection instruments, and air monitoring devices.
Funding for these purchases has already been received by the City through the Idaho Office of Emergency Management (IOEM) Hazardous Materials Grant Program. All equipment will be purchased utilizing NASPO State Contract pricing and in accordance with the approved grant requirements. The IOEM grant provides 100% funding for these eligible purchases, resulting in no financial impact to the City of Caldwell General Fund.

Recommended Action:

Please approve this request, as the funds have already been received by the city.

Budget: Finance Review
Budgeted

Cost:	226615.86
GL Account:	IOEM Grant Funding
Timeline:	On approval - FY2026
Department:	
Project Manager:	

Attachments:

1. IOEM Purchase Package - RRT3

RESOLUTION NO._____

A RESOLUTION AUTHORIZING THE PURCHASE OF HAZARDOUS MATERIALS RESPONSE EQUIPMENT, COMMUNICATIONS EQUIPMENT, DETECTION INSTRUMENTS, PERSONAL PROTECTIVE EQUIPMENT, AND RELATED TECHNOLOGY FOR THE CALDWELL FIRE DEPARTMENT AND REGION 3 HAZARDOUS MATERIALS RESPONSE TEAM;

WHEREAS, the Caldwell Fire Department has identified the need to purchase hazardous materials response equipment, communications equipment, detection instruments, personal protective equipment, and related technology to enhance the operational readiness, responder safety, emergency communications, and hazardous materials response capabilities of the Caldwell Fire Department and the Region 3 Hazardous Materials Response Team; and

WHEREAS, the proposed equipment includes the following:

Vendor	Equipment	Amount
MES	Hazardous Materials SCBAs	$59,384.64
White Cloud Communications	Two (2) Portable Radios and One (1) Mobile Radio	$17,210.80
STS	Propane Flare Kit	$8,000.00
CDW	Laptop Computer	$3,383.72
4WWS, LLC	Jerome Mercury Detection Kit	$28,624.00
4WWS, LLC	Gazoscan Leak Detector	$21,430.00
4WWS, LLC	FTIR XplorIR Gas/Vapor Detector	$61,100.00
4WWS, LLC	BioCheck Protein Test Kit	$735.00
FarrWest	VeriFinder S100 Gamma/Neutron	$17,275.00
4WWS, LLC	Quick Cat RCRA DOT Kit	$2,175.00
Starlink	Satellite Internet Equipment and Service	$400.00
Premier Signs	Vehicle Striping	$6,897.70

WHEREAS, the total purchase amount is **Two Hundred Twenty Six Thousand Six Hundred Fifteen Dollars and Eighty-Six Cents ($226,615.86)** utilizing NASPO State Contract pricing; and

WHEREAS, all purchases have been pre-authorized, and funds have been advanced and received from the Idaho Office of Emergency Management (IOEM) Hazardous Materials Grant Program, which provides one hundred percent (100%) reimbursement of eligible costs, resulting in no financial impact to the City of Caldwell General Fund.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Caldwell, Idaho, that the Caldwell City Council hereby approves the purchase of the hazardous materials response equipment, communications equipment, detection instruments, personal protective

equipment, and related technology listed herein, in the total amount of **$226,615.86**, utilizing NASPO State Contract pricing, with funding provided through the Idaho Office of Emergency Management Hazardous Materials Grant Program.

BE IT FURTHER RESOLVED that the Fire Chief, or his designee, is authorized to execute all purchasing documents and take all actions necessary to complete the acquisition of the approved equipment.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho, this 8th day of September 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho, this 8th day of September 2026.

Approved

By_____

Mayor

ATTEST:

By _____

City Clerk

MEMORANDUM

TO: Caldwell City Council
Meeting Date: September 8th, 2026

AGENDA ITEM INFORMATION

The Caldwell Fire Department is requesting approval to purchase hazardous materials response equipment, communications equipment, emergency response technology, and associated monitoring and detection equipment through NASPO State Contract pricing. These purchases will enhance the department's hazardous materials response capabilities, responder safety, communications interoperability, and operational readiness. The total purchase amount is **$226,615.86**

Department Submittals	***X to mark***	***Initials***
Building Department		
CDBG		
Clerk		
City Attorney		
Finance Department	X	
Human Resources		
Planning & Zoning		
Fire Department	X	BD
Police Department		
Public Works		
Street Department		
Water Department		
WWTP		
Engineering		
Mapping		
Parks and Recreation		
Airport		
Information Systems		
Golf Course		
OTHER:		

COST IMPACT:	$ 226,615.86
FUNDING SOURCE:	IOEM Grant 100% pre-authorized and pre-payment to city.
TIMELINE:	August 2026

Finance Review ☐ ***Budgeted*** ☐ ***Not Budgeted*** ☐

SUMMARY STATEMENT:

The proposed purchase includes replacement and new hazardous materials response equipment consisting of SCBAs, portable and mobile radios, propane flare kits, laptop computers, Starlink satellite internet, mercury detection equipment, gas and vapor detection instruments, radiological detection instruments, and air monitoring devices. All equipment will be purchased utilizing NASPO State Contract pricing and has been pre-authorized for reimbursement through the Idaho Office of Emergency Management (IOEM) Hazardous Materials Grant Program. The grant provides 100% reimbursement of eligible costs, resulting in **no financial impact on the City of Caldwell General Fund**.

RECOMMENDED ACTION:

Approve the purchase of hazardous materials response equipment and associated technology in the amount of **$226,615.86** utilizing NASPO State Contract pricing, with funding provided through the Idaho Office of Emergency Management (IOEM) Hazardous Materials Grant Program. Authorize the Fire Chief or his designee to execute all necessary purchasing documents related to this acquisition.

(877) 637-3473

Quote

Quote #	QT2091937
Date	07/14/2026
Expires	07/29/2026
Sales Rep	Barton, Beau
Shipping Method	FedEx Ground
Customer	CALDWELL FIRE DEPARTMENT (ID)
Customer #	C38594

Bill To
CALDWELL FIRE DEPARTMENT
621 Cleveland Blvd.
Caldwell ID 83605
United States

Ship To
CALDWELL FIRE DEPARTMENT
Cory Gerard
621 Cleveland Blvd
Caldwell ID 83605
United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
Scott X3	X5914025305H04		X5914025305H04 Scott X3 Certification: NFPA 1970, 2025 Edition Model: Air-Pak X3 Pro SC Harness: Padded, Parachute Buckles Pressure: 4500 psig Belt: Standard Bag: None Regulator: E-Z Flo+, QD Hose, Rectus EBSS: UEBSS Airline: None Spare Harness: No Console: SEMS II Pro Hazmat Case: No Case	4	$8,970.33	$35,881.32
200130-01			Snap-Change Cylinder, Carbon-Wrapped, Pressure 4500, 60 Minutes (at 40 lpm)	8	$1,878.31	$15,026.48
200077-60			REG ASY, QD, 2018	4	$2,119.21	$8,476.84

Subtotal	$59,384.64
Shipping Cost	$0.00
Tax Total	$0.00
Total	$59,384.64

Contact: C38594 CALDWELL FIRE DEPARTMENT (ID) : Matt Shupe (208) 455-4702

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.

White Cloud Communications

WO#

Sales Order | **Quotation** XXXX | **Invoice #**

Twin Falls
663 Main Ave East, Twin Falls, ID 83301
PO Box 466, Twin Falls, ID 83303
(208) 733-5470, FAX: (208) 735-1778

Boise
4732 Fenton Street, Garden City, ID 83714
(208) 362-8700, FAX: 208-362-8900

Burley
712 Albion Ave., Burley, ID 83318
(208) 678-8991

Idaho Falls
844 Milligan Rd, Idaho Falls, ID 83402
(208) 932-9296

			Date	Sales Rep
Caldwell Fire	Matt Shupe		07/14/26	Eric
			Fax #	

Caldwell Fire

Qty	Model #		Serial #		Extended Price
1	BKR9500R	Multi-band mobile radio remote mount		3,055.50	3,055.50
1	BKR-BAB	All bands enabled		1,395.80	1,395.80
1	BKR0574	Factory install AES encryption		373.10	373.10
1	BKR0579	Factory install P25 Trunking		156.10	156.10
1	KAA0660	Remote control head plug and play kit		1,076.60	1,076.60
1	KAA0636	17' remote cable		107.80	107.80
1	BR-137	Tri-band antenna		125.00	125.00
1	MB8U	Antenna line mkit		40.00	40.00
1	RFU-1005-3C	N Connector		9.50	9.50
2	BKR9000-T3.5BS	BKR 9000 portable radio		2,536.10	5,072.20
2	BKR-BAB	All bands enabled		1,395.80	2,791.60
2	BKR0574	Factory install AES encryption		373.10	746.20
2	BKR0579	Factory install P25 trunking		156.10	312.20
2	BKR0668	Factory install IP68 hardware		112.00	224.00
2	BKR0102	4900 mah battery		206.50	413.00
2	ECIM-BK3	Power Products vehicle charger		106.00	212.00
2	BKR0206	NFPA speaker mic		464.10	928.20
2	BKR0810GPS-E	Antenna all band		38.50	77.00
1	Shipping	Shipping		95.00	95.00

Special and/or Billing Instructions:

For questions please contact Eric Smallwood at 208-720-0113 or eric@whitecloudcom.com

Total Equipment			17,210.80
Sales Tax			
	Qty		
Programming			
Installation			
Radio Refresh			
Freight			
Shipping			
TOTAL			17,210.80

Customer Acknowledgement of Receipt	Date	Customer P.O.

Acceptance of Sales Order / Quotation

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to order the above tiems and/or authorize the the described labor. Payment will be made according to invoiced terms. Any alteration or deviation from the above Sales Order / Quotation involving extra costs shall be executed only upon written orders and shall become an extra charge over and above this Sales Order / Quotation.

Date of Acceptance

Authorized Signature

Quotations are valid for 30 days.

Date: March 19, 2026

Quote #: **25-1021 RRT3 Caldwell**

State of Idaho

Roy Mitchell

Roymitchell6@hotmail.com

Project/Course/Equipment Description:

Non-Bulk & Bulk Propane Response Kit: Fittings and adapters that allow responders to connect and mitigate a propane leak on any size tank or cylinder. All fittings and adapters are packaged in Milwaukee Pack Out cases.

5/8" "Blackburner" Flare w/ by-pass: A flare is a tool that allows the first responder the ability to safely control propane through the process of burning or consuming the fuel.

Non-Bulk & Bulk Propane Response Kit: $6250.00

5/8" "Blackburner" Flare: $1750.00

Total: $8,000.00

Shipping included

S.T. Smith, President/CEO

STS Safety Training Systems, Inc

stshazmat@gmail.com

QUOTE CONFIRMATION

Pricing and Availability Notice

Due to ongoing supply chain challenges, some hardware manufacturers cannot guarantee product availability or pricing until the product is shipped. While we make every effort to honor quoted pricing, if a hardware manufacturer increases its price to CDW after a quote is issued or order is accepted, we may need to update your quoted price to reflect that change irrespective of any timeframes or validity periods set forth in the quote, including up to the date of shipment. In the event of a price adjustment, we will notify you prior to shipment. Any price adjustment would only occur if the hardware manufacturer increases its pricing to CDW.

EDDIE PADILLA,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1CKRPFQ	7/29/2026	FIRE-IPAD\LAPTOP	5194575	$3,383.72

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo ThinkPad E16 Gen 3 Laptop - Core Ultra 7 - 512GB SSD - 65W - Win 11 Mfg. Part#: 21SR0033US Contract: Sourcewell 121923-CDWG Tech Catalog GOV ONLY (121923)	1	8412505	$1,579.67	$1,579.67
Apple iPad Pro - M5 - 13" - 512GB - Wi-Fi + Cell - Standard - Space Black Mfg. Part#: ME7Y4LL/A Contract: PEPPM 2026 Catalog Agreement 549622-101 GOV ONLY (549622-101)	1	8542820	$1,804.05	$1,804.05

SUBTOTAL	$3,383.72
SHIPPING	$0.00
SALES TAX	$0.00
GRAND TOTAL	$3,383.72

PURCHASER BILLING INFO	DELIVER TO

Billing Address:	Shipping Address:
CITY OF CALDWELL ACCT PAYABLE PO BOX 1179 205 S 6TH AVE CALDWELL, ID 83606-1179 **Phone:** (208) 455-3000 **Payment Terms:**	CITY OF CALDWELL ATTN:EDDIE PADILLA 205 S 6TH AVE CALDWELL, ID 83605-3706 **Phone:** (208) 455-3000 **Shipping Method:** UPS Ground (2-3 days)
	Please remit payments to:
	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515

Sales Contact Info

Riley Morgan | (877) 671-5927 | riley.morgan@cdwg.com

Need Help?

My Account

Support

Call 800.800.4239

About Us | Privacy Policy | Terms and Conditions

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at
http://www.cdwg.com/content/terms-conditions/product-sales.aspx
For more information, contact a CDW account manager.

© 2026 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

4WWS, LLC.
8 The Green, Suite A
Dover, DE 19901 US
4108241627
charlotte@4wws.com

Estimate 0426-CALDFD-2020

ADDRESS	SHIP TO
Cody Trosky	Cody Trosky
Caldwell Fire Department	Caldwell Fire Department
310 S 7th Avenue	310 S 7th Avenue
Caldwell, ID 83605	Caldwell, ID 83605

DATE	TOTAL	EXPIRATION DATE
05/12/2026	$735.00	06/30/2026

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
GB1001-CS	20/20 Biocheck Powder Screening Test Kit, 25 KITS/CASE., MSRP $743.75	1	700.00	700.00
Shipping	Shipping-usually $30 per case to ship	1	35.00	35.00

4WWS appreciates the opportunity to provide an estimate to your agency.

SUBTOTAL	735.00
TAX	0.00
TOTAL	$735.00

THANK YOU.

PAYMENT via ACH, WIRE acceptable.
CREDIT CARD payments will incur 3.5% fee.
BACKORDERED ITEMS FROM AN INITIAL PO CANNOT BE CANCELLED unless manufacturer waives restock/any fees.
For Specialty/Custom orders where suppliers require prepayment or COD, our INVOICE terms will be payment upon receipt of goods unless other agreed upon terms.
Receipt of PO based on this estimate shows agreement to these terms.

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As a small business, your prompt payment helps us continue to help you

Accepted By

Accepted Date

4WWS, LLC.
8 The Green, Suite A
Dover, DE 19901 US
4108241627
charlotte@4wws.com

Estimate 0426-CALDFD-GAZO

ADDRESS	SHIP TO
Cody Trosky Caldwell Fire Department 310 S 7th Avenue Caldwell, ID 83605	Cody Trosky Caldwell Fire Department 310 S 7th Avenue Caldwell, ID 83605

DATE	TOTAL	EXPIRATION DATE
05/12/2026	$21,430.00	06/30/2026

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Gazoscan-Kit	Gazoscan Kit for leak detection	1	21,400.00	21,400.00
Shipping	Shipping	1	30.00	30.00

4WWS appreciates the opportunity to provide an estimate to your agency.

SUBTOTAL	21,430.00
TAX	0.00
TOTAL	$21,430.00

THANK YOU.

PAYMENT via ACH, WIRE acceptable.
CREDIT CARD payments will incur 3.5% fee.
BACKORDERED ITEMS FROM AN INITIAL PO CANNOT BE CANCELLED unless manufacturer waives restock/any fees.
For Specialty/Custom orders where suppliers require prepayment or COD, our INVOICE terms will be payment upon receipt of goods unless other agreed upon terms.
Receipt of PO based on this estimate shows agreement to these terms.

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Accepted By

Accepted Date

4WWS, LLC.
8 The Green, Suite A
Dover, DE 19901 US
4108241627
charlotte@4wws.com

Estimate 0426-CALDFD-JER

ADDRESS	SHIP TO
Cody Trosky	Cody Trosky
Caldwell Fire Department	Caldwell Fire Department
310 S 7th Avenue	310 S 7th Avenue
Caldwell, ID 83605	Caldwell, ID 83605

DATE	TOTAL	EXPIRATION DATE
05/12/2026	$28,624.00	06/30/2026

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Jerome Mercury Vapor Analyzer, 4J505-0005	Jerome Mercury Vapor Analyzer MSRP 27,209	1	26,696.00	26,696.00
Kit, Jerome Hard Side Carrying Kit, 4Y990-0456	Kit, Jerome Hard Side Carrying Kit MSRP $1163	1	1,163.00	1,163.00
Accessory Kit, Jerome Parts, 4Y505-0901	Accessory Kit, Jerome Parts MSRP $705	1	705.00	705.00
Shipping	Shipping SAVINGS off MSRP $583.00	1	60.00	60.00

4WWS appreciates the opportunity to provide an estimate to your agency.

SUBTOTAL	28,624.00
TAX	0.00
TOTAL	$28,624.00

PAYMENT via ACH, WIRE acceptable.
CREDIT CARD payments will incur 3.5% fee.
BACKORDERED ITEMS FROM AN INITIAL PO CANNOT BE CANCELLED unless manufacturer waives restock/any fees.

THANK YOU.

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For Specialty/Custom orders where suppliers require prepayment or COD, our INVOICE terms will be payment upon receipt of goods unless other agreed upon terms.
Receipt of PO based on this estimate shows agreement to these terms.

Accepted By

Accepted Date

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4WWS, LLC.
8 The Green, Suite A
Dover, DE 19901 US
4108241627
charlotte@4wws.com

Estimate 0426-CALDFD-QUICKCAT

ADDRESS	SHIP TO
Cody Trosky	Cody Trosky
Caldwell Fire Department	Caldwell Fire Department
310 S 7th Avenue	310 S 7th Avenue
Caldwell, ID 83605	Caldwell, ID 83605

DATE	TOTAL	EXPIRATION DATE
05/12/2026	$2,175.00	06/30/2026

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
QuickCat RCRA DOT Kit, KT2027	QuickCat RCRA DOT Kit, Field hazard identification system for analyzing solid and liquid chemical unknowns, MSRP $2165	1	2,100.00	2,100.00
Shipping	Shipping-estimated by manufacturer	1	75.00	75.00

4WWS appreciates the opportunity to provide an estimate to your agency.

SUBTOTAL	2,175.00
TAX	0.00
TOTAL	$2,175.00

THANK YOU.

PAYMENT via ACH, WIRE acceptable.
CREDIT CARD payments will incur 3.5% fee.
BACKORDERED ITEMS FROM AN INITIAL PO CANNOT BE CANCELLED unless manufacturer waives restock/any fees.
For Specialty/Custom orders where suppliers require prepayment or COD, our INVOICE terms will be payment upon receipt of goods unless other agreed upon terms.
Receipt of PO based on this estimate shows

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agreement to these terms.

Accepted By

Accepted Date

4WWS, LLC.
8 The Green, Suite A
Dover, DE 19901 US
4108241627
charlotte@4wws.com

Estimate 0426-CALDFD-XPLORDIR

ADDRESS	SHIP TO
Cody Trosky	Cody Trosky
Caldwell Fire Department	Caldwell Fire Department
310 S 7th Avenue	310 S 7th Avenue
Caldwell, ID 83605	Caldwell, ID 83605

DATE	TOTAL	EXPIRATION DATE
05/12/2026	$61,100.00	06/30/2026

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
XplorIR (Red), Handheld FTIR system, Gas/Vapor ID, Quant, 1yr W/S, Loaner, XIR-G-11-0-0-03-01	XplorIR (Red), Handheld FTIR system for identification of gas and vapors. Includes: Quant Package, one (1) year warranty and support with loaner, NO training, includes shipping, MSRP $64,850 Training for this unit will be covered under a separate state contract quote being paid for by Idaho Training Funds. DIRECT FROM 4WWS if your threshold to spend direct is higher than $61,100	1	61,100.00	61,100.00

4WWS appreciates the opportunity to provide an estimate to your agency.

SUBTOTAL	61,100.00
TAX	0.00
TOTAL	$61,100.00

THANK YOU.

PAYMENT via ACH, WIRE acceptable.
CREDIT CARD payments will incur 3.5% fee.
BACKORDERED ITEMS FROM AN INITIAL PO CANNOT BE CANCELLED unless manufacturer waives restock/any fees.

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For Specialty/Custom orders where suppliers require prepayment or COD, our INVOICE terms will be payment upon receipt of goods unless other agreed upon terms.
Receipt of PO based on this estimate shows agreement to these terms.

Accepted By

Accepted Date

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As a small business, your prompt payment helps us continue to help you

FarrWest Environmental Supply, Inc.
1500 Northlake Pass, Ste. 101
Universal City, TX 78148

Date	Invoice #
8/4/2026	54773

Invoice

FARRWEST

Sales Rep	FarrWest
JP	50130

CITY OF CALDWELL - FIRE DEPARTMENT
403 Blaine St.
Caldwell, ID 83605

Ship To:
CITY OF CALDWELL - FIRE DEPARTMENT
DEWAYNE BIRCH
403 Blaine St.
Caldwell, ID 83605

P.O. Number	Project	Ship	Via	Terms
		8/4/2026		Net 30

Part Number	Description	Unit Price	Quantity	Amount	Tracking No.
400-0160	VeriFinder S100 with a NaI gamma detector, Li6F/ZnS neutron detector, and USB-C, Bluetooth, WiFi comms. Includes carry case, charger, USB-C cable, 10-year calibration cycle. (Must order power cord separately)	17,150.00	1	17,150.00	
10000	SHIPPING & HANDLING	125.00	1	125.00	

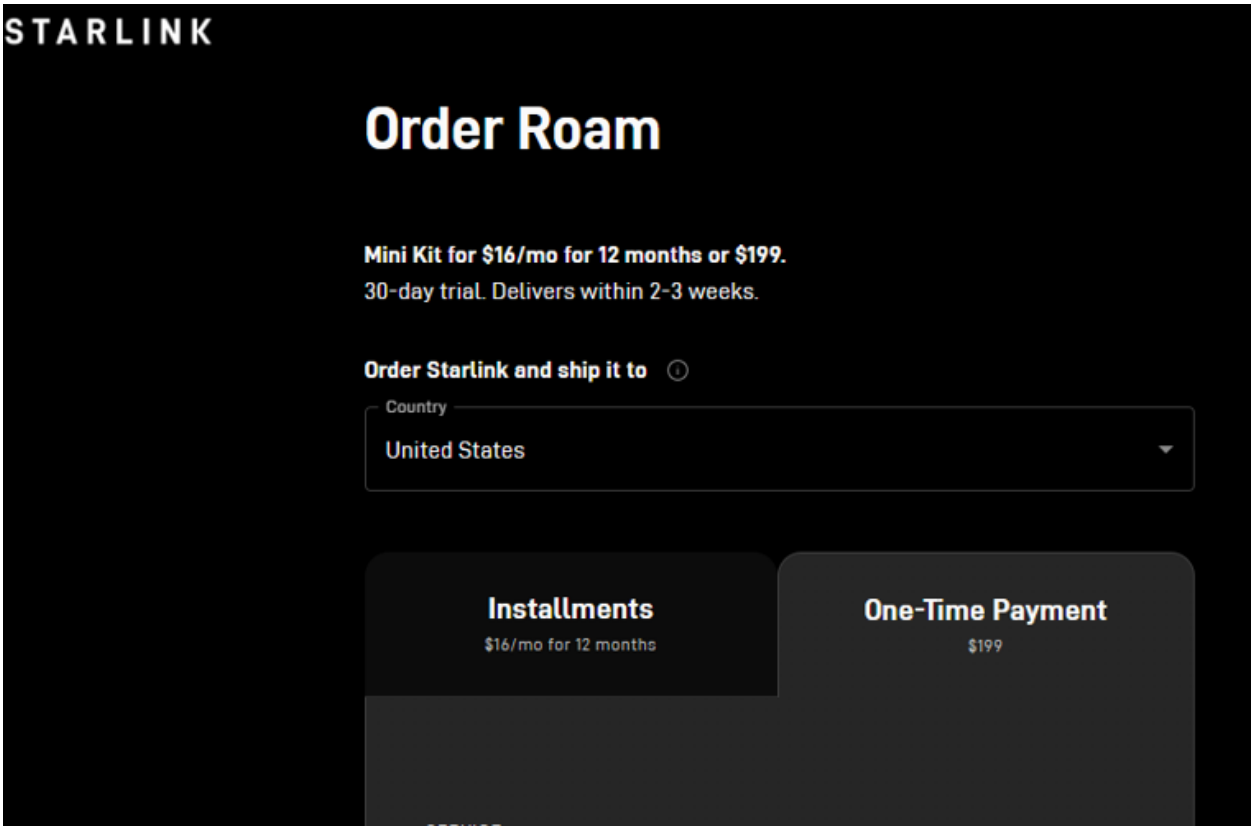
PLEASE NOTE: We have updated our ACH banking details.

ACH PAYMENT:
Farrwest Environmental Supply, Inc
AMEGY BANK
ABA # 113011258
Account No. 5801526053

REMITTANCE ADDRESS:
Farrwest Environmental Supply, Inc.
Dept 301
P.O. Box 4346
Houston, TX 77210

Subtotal	$17,275.00
Sales Tax (6.0%)	$0.00
Please Apply Credit	$0.00
Balance Due	$17,275.00

Phone # 210-566-1857 www.farrwest.com


STARLINK
Order Roam
Mini Kit for $16/mo for 12 months or $199.
30-day trial. Delivers within 2-3 weeks.
Order Starlink and ship it to
Country
United States
Installments
$16/mo for 12 months
One-Time Payment
$199

Estimate #6009

7/28/2026

Prepared For:

Caldwell Fire Department
Thomas Carlsen

Phone: 986-204-4611 **Fax:**
Alt. Phone:
Email: tcarlsen@cityofcaldwell.org

Prepared By:

Ryan
Premier Signs Inc.
6045 W. Franklin Rd.
Boise, ID 83709 USA

Phone: 208.855.0380 **Fax:** 208.855.0381
Alt. Phone:
Email: info@signidaho.com

Description: Caldwell Fire Department
- Black and Dark Grey Striping with Z pattern - Reflective Vinyl
- Door Logos - White Gold Leaf w/Black Drop Shadow - Caldwell, FCD Scramble, Fire Dept. Driver and Passenger Doors
- Identifiers - White Gold Leaf w/Black Drop Shadow - (2) SQ12 @ 14" and (2) SQ12 @ 12"
- Black and Red Printed Chevron
* Pricing does not include removal of any existing vinyl

Estimated Time For Production: 12 working days

Quantity	Description	Each	Total	Taxable
1	Caldwell Fire Department - Black and Dark Grey Striping with Z pattern - Reflective Vinyl	2,760.00	$2,760.00	
1	- Door Logos - White Gold Leaf w/Black Drop Shadow - Caldwell, FCD Scramble, Fire Dept. Driver and Passenger Doors	2,244.50	$2,244.50	
1	- Identifiers - White Gold Leaf w/Black Drop Shadow - (2) SQ12 @ 14" and (2) SQ12 @ 12"	968.20	$968.20	
1	- Black and Red Printed Chevron	925.00	$925.00	
		Subtotal	$6,897.70	
		Total	**$6,897.70**	

Terms: Payment in FULL is required before the order is sent to production. Accounts past due are subject to a late fee of $20.00 plus a finance charge of 1.5% per month (18% annual percentage rate).

By my signature, I authorize work to begin and agree to pay the above amount in full according to the terms on this agreement.

Signed by **Date** **Amt. Paid Today**

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approve the agreement for Fire Department dispatch services between the City of Caldwell and Canyon County as budgeted.

Summary Statement:

The Caldwell Fire Department is requesting City Council approval of a Dispatch Services Agreement with Canyon County for continued emergency communications and dispatch services. The agreement provides 24/7 call receiving, CAD dispatching, radio communications, and related services consistent with NFPA 1225 standards.
The FY2026 cost is $100,000, with future renewal costs based on CFD's proportional share of annual dispatch call volume.
Approval will formalize CFD's existing use of the Canyon County Communication Center and ensure continued emergency dispatch services for the community.

Recommended Action:

Approval is requested.

Budget: Budgeted

Cost: $100,000.00
GL Account: 01-6-16-101-63570
Timeline: FY2026
Department:
Project Manager:

Attachments:

1. 2026-09 Caldwell Fire Dispatch Contract - FINAL

CANYON COUNTY DISPATCH SERVICES AGREEMENT
CALDWELL FIRE DEPARTMENT

This Dispatch Services Agreement by and between Canyon County, a political subdivision of the State of Idaho ("County") and the Caldwell Fire Department, a department of the City of Caldwell, a municipal corporation of the state of Idaho located within Canyon County ("Partner Agency") as authorized by Idaho Code §§ 31-604 and 50-301, respectively.

Whereas, County operates the Canyon County Communication Center Dispatch ("Communication Center") which receives and evaluates non-emergency and emergency calls to dispatch or refers them to the proper agency, and works closely with all local law enforcement agencies, fire departments, and ambulance services to coordinate timely and efficient responses to emergencies in Canyon County (except those within the city of Nampa) by the appropriate responding agencies.

Whereas, the County takes on a considerable cost to maintain and provide the vital services provided by the Communication Center on a twenty-four-hour, seven-day-per-week basis, including employing more than twenty (20) communications officers and call takers, along with providing and maintaining the necessary equipment, training, and facilities.

Whereas, Partner Agency utilizes the services of the Communication Center and seeks to formalize that use for fiscal year 2026.

Whereas, Partner Agency seeks to have dispatch services that meet National Fire Protection Association ("NFPA") standards for emergency service communications.

Therefore, the Parties agree to the following terms:

1. **Dispatch Services Provided by County**. In exchange for the payments set out below, County agrees to:

   1.1. Provide dispatch services for Partner Agency, (collectively, "Dispatch Services"), which includes, without limitation:

      1.1.1. Receive and dispatch all service calls to the appropriate response agencies, including Partner Agency whether priority calls or non-priority calls;

      1.1.2. Document dispatch service calls in computer aided dispatching (aka, CAD);

      1.1.3. Receive, monitor, and dispatch as needed for service calls initiated by Partner Agency personnel in the field;

      1.1.4. Dispatch tow-trucks, street department, board-up company, and other requests for assistance received from Partner Agency;

      1.1.5. Notification services for "public safety purposes" to coroner, chaplains, department heads/supervisors for administrative purposes; and

1.1.6. Maintain board-up rotation/list provided by Partner Agency within established programs.

1.2. Perform Dispatch Services for Partner Agency in a manner reasonably consistent with the aspirational standards articulated in the National Fire Protection Association ("NFPA") Standard 1225, Standard for Emergency Service Communications, Chapter 15, (2022) in effect on the effective date of this Agreement and as updated from time to time, including, without limitation, the following:

1.2.1. For the purposes of this Agreement, "Call Answer" means the time from when the call is initiated by the caller to when it is answered by the dispatch center; "Call Process" means the time from when the call is answered to when the first Emergency Response Unit (ERU) is dispatched.

1.2.1.1. Call Answer requests for emergency assistance within fifteen (15) seconds ninety percent (90%) of the time on a per-month basis (NFPA 1225 15.4.1 (2022));

1.2.1.2. Call Process a request for highest priority emergency assistance, as defined in NFPA 1225 15.4.4.1 (1-7) and NFPA 1225 15.4.4.2 (1-2) and subject to the exemptions within NFPA 1225 15.4.4.4 and NFPA 1225 15.4.4.5, within sixty (60) seconds ninety percent (90%) of the time on a per-month basis (NFPA 1225 15.4.4 (2022)); and

1.2.2. Maintain County's dispatch-side radio communications hardware and programs that reflect current technologies and practices.

1.2.2.1. Partner Agency shall be required to purchase and maintain Partner Agency's responder-side radio communications hardware and programs that are compliant with County's systems.

1.2.2.2. Prior to purchase, Partner Agency shall be required to obtain pre-approval from County that Partner Agency's planned equipment and/or third-party systems/applications are compatible with County's equipment, and/or that any third-party applications and equipment will be able to be integrated by the County.

1.2.2.3. Partner Agency shall be responsible for all costs associated with Partner Agency's communications hardware, programs, and third-party systems or applications.

1.2.2.4. Partner Agency shall be responsible for all costs associated with the maintenance and integration of Partner Agency's communications hardware, programs, and third-party systems or applications, including, but not limited to, any personnel time and associated costs to the County.

1.2.3. Maintain accessible communications systems including language translation and TTY/TDD devices.

1.2.4. Maintain, with the retention protocols established by the County, digital recordings of all telephone and radio communications. Within the established retention period, digital copies of radio transmissions or telephone calls will be provided upon written request by the Partner Agency.

1.3. Provide a method, at the County's discretion and consistent with County's dispatch systems, for Partner Agency to submit and update dispatch Recommended Units and Response Plans which identify the pre-planned apparatus and/or personnel to be dispatched once determined that the Partner Agency's response is required,

1.4. Provide for ongoing training of County dispatchers performing Dispatch Services for Partner Agency to remain up-to-date on national standards, local operations and other public safety answering/access point requirements to adhere to best practices and the highest standards in emergency communication and call management.

1.5. Schedule and engage in regular meetings with Partner Agency to ensure consistent communication, training, and updates with respect to Dispatch Services for Partner Agency.

1.6. Where appropriate and supported by other partner agencies, establish and facilitate monthly administrative meetings between Communication Center and all other partner agencies to strengthen interagency communication, resolve operational issues, and coordinate response protocols.

1.7. Obtain and remain current with any CAD updates to ensure Partner Agency is provided with the most appropriate technological services available with respect to Dispatch Services provided for Partner Agency.

1.8. Where applicable and feasible, make any reasonable attempts to obtain and maintain relevant technological advances to ensure Dispatch Services for Partner Agency are maintained.

2. **Payment**. In consideration for the receipt of the above Dispatch Services for the initial term of this Agreement, Partner Agency agrees to pay to the County a total amount of **One Hundred Thousand Dollars ($100,000.00)** for fiscal year 2026 (October 1, 2025 – September 30, 2026). Payment for FY 26 shall be made within thirty (30) days after this Agreement is fully executed. In the event this Agreement is renewed, payment for each subsequent term shall be made in one (1) of the following options:

☐ In full by October 31 of term ☐ In quarterly installments as listed below

Payments made in quarterly installments shall be made in the amount of **Twenty-Five Thousand Dollars ($25,000.00)** each and received by County no later than October 31,

January 31, April 30, and July 31, of the then-current fiscal year, provided that any past due quarterly installments shall be due thirty (30) days after Agreement is fully executed.

3. **Term**. This renewable Agreement will be effective on the date signed by all Parties and will end on September 30, 2026. The Agreement may be renewed for four (4) additional one-year terms commencing October 1 of the renewal year, ending September 30 of the following year. The County will calculate Partner Agency's annual renewal cost based on Partner Agency's proportional share of dispatch calls for the prior year and communicate the renewal cost at least 120 days prior to the start of the applicable renewal term. In any event, Partner Agency's annual renewal cost shall not exceed the Partner Agency's proportional share (based on call volume of the prior year) of the County's Communication Center's employee salaries and benefits as budgeted for the applicable Term.

4. **Renewal**. Partner Agency shall notify County whether it intends to renew the Agreement in writing at least one hundred twenty (120) days prior to expiration of the current term. A renewal without material change to the Agreement does not require any action or writing other than timely written notification from Partner Agency that it intends to renew the Agreement and requests no material changes to the Agreement.

5. **Non-Appropriation**. The Parties acknowledge and recognize that this Agreement will terminate at the end of any term in the event that sufficient funds are not appropriated by Partner Agency specifically with respect to this Agreement in the year for which such appropriation is made. Nothing in this Agreement shall be construed to require Partner Agency to allocate or pay for any extended term of this Agreement beyond the initial term. If Partner Agency intends to terminate this Agreement by the non-appropriation of funds, it shall provide notice to County no later than June 1 of the then-current fiscal year.

6. **Consequences for Early Termination, Non-Renewal, Late and Non-Payment**. In the event of termination prior to expiration of the term, notice of non-renewal, or late/non-payment, the Parties agree to the following:

    6.1. *Non-Payment*. In the event Partner Agency is more than thirty (30) days late for a scheduled payment, at the sole discretion of the Canyon County Sheriff, Dispatch Services not affecting responder and public safety will be discontinued, including: administrative call generation; and call generation for non-emergent service calls.

    6.2. *Early Termination and Non-Renewal*. In the event the Agreement terminates as the result of Partner Agency non-renewal of the Agreement, not appropriating funds, or early termination, County, at the sole discretion of the Canyon County Sheriff, may elect at any time after the effective termination date, to discontinue Dispatch Services up to and including discontinuance of all Dispatch Services.

    6.3. *Liquidated Damages*. For each payment that more than one hundred twenty (120) days have passed without payment in full without justifiable cause, the County will be entitled to, and Partner Agency will pay to the County, a liquidated damage—not a penalty—in

an amount equal to one-half (50%) of the annual appropriation of cost for the current contract year along with any associated attorney fees and costs that the County may accrue as a result of a failure to make a full and timely payment. The County, at the sole discretion of the Canyon County Sheriff, may waive this provision on a per occurrence basis.

7. **Consequences for Non-compliance of County in the Performance of Services.** County and Partner Agency agree to engage in open communication while striving to maintain the highest possible standards of emergency communication. In the event that the County has failed to adequately perform the Services under this Agreement:

   7.1. *Initial Notice and Opportunity to Cure:* Partner Agency agrees to make County aware of any failure to comply with this Agreement in writing, specifically identifying the alleged non-compliance, and to work, in good faith, with County on reasonable remedies to achieve compliance over a reasonable time period.

   7.2. *Second Notice and Second Opportunity to Cure:* At the second instance of non-compliance for the same or similar reason, Partner Agency agrees to provide County with a written notice of the continued non-compliance, requested remedies to achieve compliance, and intent to stop payment unless compliance is achieved over a reasonable time period.

   7.3. *Final Notice and Stop Payment Until Cured:* At the third and final instance of non-compliance for the same or similar reason, Partner Agency will provide a written notice of the continued non-compliance, and formally stop payment until compliance is achieved. Partner Agency will be provided with a written summary of action steps taken by the County to achieve compliance. Once compliance is achieved and the written summary is delivered by the County to the Partner Agency, all stopped payments will be due within 30 days.

8. **Amendment**. This Agreement may be amended by mutual written agreement of the Parties, effective when signed by authorized agents of both Parties.

9. **Entire Agreement**. This Agreement constitutes the entire agreement of the Parties and supersedes any previous agreements or statements, including any oral agreements or statements during negotiations between the Parties regarding the subject matter of this Agreement.

10. **Severability**. Should any provision of this Agreement be declared by a court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of this Agreement, in whole or in part, other than the part so declared to be unconstitutional or invalid.

11. **Signatures**. The persons signing this Agreement on behalf of a Party to each represents to have the legal authority to do so.

FOR CALDWELL FIRE DEPARTMENT

By: _____ _____
Eric Philips, Mayor Date

ATTEST: _____ _____
City of Caldwell Clerk Date

By: _____ _____
Bryan Daniels, Fire Department Chief Date

[INTENTIONALLY BLANK]

FOR CANYON COUNTY

Dated this ___ day of _____, 2026.

CANYON COUNTY BOARD OF COMMISSIONERS

_____ Motion Carried Unanimously
_____ Motion Carried/Split Vote Below
_____ Motion Defeated/Split Vote Below

	Yes	No	Did Not Vote
_____ Commissioner Leslie Van Beek	_____	_____	_____
_____ Commissioner Brad Holton	_____	_____	_____
_____ Commissioner Zach Brooks	_____	_____	_____

ATTEST: JESS URRESTI, Clerk

By: _____
Deputy Clerk

CANYON COUNTY SHERIFF

_____ _____
Kieran Donahue Date
Canyon County Sheriff

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Dedication of Sewer, Water, Pressure Irrigation, Storm Drain and Street Light Facilities as part of The Charles at Karcher, Phase 1

Summary Statement:

In accordance with the requirement that sewer, water, pressure irrigation and street light improvements, along with certain storm drain conveyance facilities in The Charles at Karcher, Phase 1 development, be public facilities, the developer has requested the dedication of these facilities to the City of Caldwell. Attached to this memorandum are the following documents.

A. Letter from Triple Dot Development, LLC, requesting the dedication of sewer, water, pressure irrigation, storm drain and street light facilities in The Charles at Karcher, Phase 1.
B. Engineer's certificate from Upland Engineers affirming that the facilities were constructed according to approved plans.
C. Letter from the City of Caldwell to the State Division of Environmental Quality indicating City's approval of proposed improvement plans.

Also attached to this memorandum is a proposed resolution of City Council accepting the dedication of certain facilities to the City

Recommended Action:

It is the recommendation of the Engineering Department that the Council favorably consider this request for dedication of the facilities and approve the resolution as submitted.

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. Dedication M&R 2026 _ 2-year Warranty_The Charles at Karcher Phase 1
2. QLPE Signed Charles Phase 1
3. 1. THE CHARLES - CITY OF CALDWELL - DEDICATION REQUEST OF PUBLIC FACILITIES
4. 3. Engineers Certificate - The Charles Phase One

MEMORANDUM

TO: Caldwell City Council

Meeting Date: September 8, 2026

AGENDA ITEM INFORMATION

SUBJECT:

Dedication of Sewer, Water, Pressure Irrigation, Storm Drain and Street Light Facilities as part of The Charles at Karcher, Phase 1

Department Submittals	*X to mark*	*Initials*
Building Department		
CDBG		
Clerk		
City Attorney		
Finance Department		
Human Resources		
Planning & Zoning		
Fire Department		
Police Department		
Public Works		
Street Department		
Water Department		
WWTP		
Engineering	X	JC
Mapping		
Parks and Recreation		
Airport		
Information Systems		
Golf Course		
OTHER:		

COST IMPACT:	$0.00
FUNDING SOURCE:	
TIMELINE:	

Finance Review ☐ ***Budgeted*** ☐ ***Not Budgeted*** ☐

SUMMARY STATEMENT:

In accordance with the requirement that sewer, water, pressure irrigation and street light improvements, along with certain storm drain conveyance facilities in The Charles at Karcher, Phase 1 development, be public facilities, the developer has requested the dedication of these facilities to the City of Caldwell. Attached to this memorandum are the following documents.

A. Letter from Triple Dot Development, LLC, requesting the dedication of sewer, water, pressure irrigation, storm drain and street light facilities in The Charles at Karcher, Phase 1.
B. Engineer's certificate from Upland Engineers affirming that the facilities were constructed according to approved plans.
C. Letter from the City of Caldwell to the State Division of Environmental Quality indicating City's approval of proposed improvement plans.

Also attached to this memorandum is a proposed resolution of City Council accepting the dedication of certain facilities to the City

RECOMMENDED ACTION:

It is the recommendation of the Engineering Department that the Council favorably consider this request for dedication of the facilities and approve the resolution as submitted.

RESOLUTION NO. _____

A RESOLUTION BY THE CITY OF CALDWELL, IDAHO ACCEPTING DEDICATION OF SEWER MAIN, WATER MAIN, PRESSURE IRRIGATION MAIN LINES, STREET LIGHTS AND CERTAIN STORM DRAIN CONVEYANCE FACILITIES LOCATED IN THE CHARLES AT KARCHER, PHASE 1 DEVELOPMENT, TO SAID CITY BY TRIPLE DOT DEVELOPMENT, LLC IN ACCORDANCE WITH PROCEDURES ESTABLISHED IN CITY RESOLUTION NO. 4-94

Be It Resolved that the City of Caldwell, Idaho hereby accepts from The Charles at Karcher, Phase 1 , the dedication of sewer main lines, water main lines, pressure irrigation main lines, storm drain lines and streetlights within The Charles at Karcher, Phase 1, and which facilities include the following appurtenances exclusively of service lines:

DESCRIPTION

The Charles at Karcher, Phase 1

1. 1346 LF 12” Water Main
2. 4911 LF 8” Water Main
3. 131 LF 6” Water Main
4. 4 EA 12” Water Valves
5. 28 EA 8” Water Valves
6. 12 EA 6” Water Valves
7. 13 EA Single Water Meters
8. 57 EA Double Water Meters
9. 12 EA Fire Hydrants
10. 149 EA Pressure Irrigation Services
11. 73 LF 10” Pressure Irrigation Main
12. 265 LF 8” Pressure Irrigation Main
13. 4444 LF 6” Pressure Irrigation Main
14. 1 EA 10” Pressure Irrigation Valves
15. EA 8” Pressure Irrigation Valves
16. 25 EA 6” Pressure Irrigation Valves
17. 1 EA Irrigation Pump Station
18. 4693 LF 8” Sewer Main
19. 18 EA 48” Sewer Manhole
20. 718 LF 12” Storm Drain Main
21. 21 EA Street Lights

Be It Also Resolved That the City of Caldwell’s acceptance of said facilities is subject to cancellation if said improvements are found to be defective. Said improvements are considered to be defective if it is found that construction is not in accordance with Idaho Standards for Public Works Construction (2015) and City of Caldwell Supplemental Specifications. This cancellation will occur if said lines are determined defective within two years after the effective date of this resolution and Triple Dot Development, LLC or their assigns do not correct the defective work.

The Clerk of the City of Caldwell is hereby directed to submit this resolution to the County recorder of Canyon County, Idaho for recordation, and that a copy of said recorded document be forwarded by the City Clerk to the Engineering Department of said City of Caldwell for preservation in an index of Dedications.

PASSED BY COUNCIL of the City of Caldwell, Idaho, this the 8th day of September, 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho, this the 8th day of September, 2026.

Approved By:

_____

Eric Phillips, Mayor

Attest:

_____

Kristina Buchan, City Clerk

State of Idaho
Department of Environmental Quality
1410 North Hilton • Boise, Idaho 83706 • (208) 373-0502

QUALIFIED LICENSED PROFESSIONAL ENGINEER (QLPE) REVIEW AND APPROVAL CHECKLIST

About this form

- This checklist is optional to use and is guidance from DEQ to qualified licensed professional engineers (QLPE). This checklist describes the required elements of a QLPE project transmittal letter and is intended to assist DEQ in the tracking of drinking water and wastewater projects, as well as assist the QLPE in reviewing and approving certain types of Plans and Specifications.
- This checklist should be filled out by the qualified licensed professional engineer (QLPE) when the QLPE is reviewing and approving a project for construction under Idaho Code § 39-118(2)(d). If the project requires DEQ approval prior to construction, the QLPE shall direct the Design Engineer to submit the plans and specifications through the normal DEQ review process.
- This checklist may be used in place of a transmittal letter from the QLPE.
- This and other design checklists are available at any DEQ regional office or online at http://www.deq.state.id.us/water/assist_business/engineers/checklists.cfm.
- **The other checklists include additional information about submitting a package of plans and specifications for DEQ review.**

I. GENERAL PROJECT INFORMATION

1 Project Name: The Charles at Karcher, Phase 1

2 Approving Authority*: City of Caldwell

3 Qualified Licensed Professional Engineer:

Name: Hallie Hart

Employer: City of Caldwell

4 This approval is for:

☒ Public drinking water system simple water main extension

☒ Public sewer system simple wastewater main extension

5 Design Engineer

Name: Zane Cradic

Employer: Upland Engineers

6 Project Owner or Developer: (Please provide exact name of owner or authorized representative)

Name: Tanner Leighton

Firm: Triple Dot Development

Address: 523 W. Chrisfield Dr.

City: Meridian State: Idaho ZIP: 83646

* Approving Authority refers to the City, County, Quasi-Municipal Corporation, or Regulated Public Utility that is approving the plans and specifications per Idaho Code 39-118(2)(d).

II. REQUIRED CERTIFICATIONS

Checklist Item	Yes
A) I am the QLPE representing the Approving Authority.	☒
B) This project consists of simple wastewater main extension(s), simple water main extension(s), or both. It complies with the current facility plan or preliminary engineering report. The water or wastewater system has adequate capacity for the project. (If required, please include declining balance spreadsheet to demonstrate capacity)	☒
C) The Approving Authority has committed to serve this project and has reserved capacity for it. (Attach separate will serve letter or other documentation if needed.)	☒
D) The Approving Authority will own and operate the project upon completion of construction. (Attach separate letter or other documentation if needed.)	☒
E) I have reviewed the plans and specifications and verified that they comply with the facility and design standards (IDAPA 58.01.08 and IDAPA 58.01.16) and engineering standards of care.	☒

III. PLAN & SPECIFICATION APPROVAL

Checklist Item	Yes
A) As the QLPE for the Approving Authority, I have approved the plans and specifications for construction. I am not the design engineer, nor was I otherwise involved in the design.	☒
B) The plans and specifications have been marked as "Approved for Construction", and a copy of the approved plans were transmitted to DEQ with this checklist.	☒
C) The plans are for simple wastewater main extension(s), simple water main extension(s), or both. No mechanical systems such as drinking water sources, treatment facilities, booster stations, storage facilities, or wastewater systems such as lift stations or treatment works are included with this project. **	☒
D) This extension project will connect to: 1) Existing drinking water and/or wastewater mains owned by the Approving Authority.	☒
OR	
2) A future main(s) not existing at the time of approval. The future main(s) will be owned by the Approving Authority. In such cases, sanitary restrictions will remain in force.	☐

** Portions of a project that require DEQ approval must be approved by DEQ prior to the QLPE approval of the drinking water or wastewater extensions. Alternatively, the drinking water and/or wastewater extensions may be submitted to DEQ for approval of the entire project.

IV. SANITARY RESTRICTIONS

If the project includes drinking water and wastewater main extensions that will be reviewed and approved separately, the two Approving Agencies must coordinate the review and approval as it pertains to the lifting of sanitary restrictions.

Recommendation	Yes
I have reviewed and approved all drinking water and wastewater improvements included in this project, and I recommend that the district health department release sanitary restrictions.	☒
OR	
I have reviewed and approved only the drinking water ☐ wastewater ☐ (check one) improvements included in this project, and I recommend that the district health department release sanitary restrictions once they receive the approval from the other Approving Authority.	☐
OR	
I recommend that the district health department leave sanitary restrictions in place.	☐

V. NOTE ON RULES AND STANDARDS

This checklist addresses the majority of common items from the Idaho Rules for Public Drinking Water Systems (IDAPA 58.01.08), the Wastewater Rules (IDAPA 58.01.16, for QLPE approval of projects. However, this checklist is not all-inclusive, and users are expected to fully understand the rules and standards, apply them where necessary, and request interpretations from DEQ if there are any questions. DEQ regional offices may have additional written information that will assist in the design/approval process.

VI. QLPE CERTIFICATION

All responses indicated on the checklist above are accurately reflected in the attached Plans and Specifications.

QLPE's, Signature, Date and Seal

Authentisign ID: 23D9C1DA-A194-F011-B483-000D3A4FF5B1

Triple Dot Development LLC

Dedication Request of Public Facilities

September 18, 2025

I, TANNER LEIGHTON as the DEVELOPER of THE CHARLES, hereby request that the City of Caldwell accept dedication of all public utilities constructed as part of this development.

AuthentiSIGN
Tanner Leighton 09/18/25

Authorized Agent

ENGINEER'S CERTIFICATE

(City of Caldwell)

The Charles At Karcher Phase One
Name of Subdivision

Triple Dot Development – Tanner Leighton
Developer

Upland Engineers – Zane Cradic, P.E.
Engineer

I hereby certify the following:

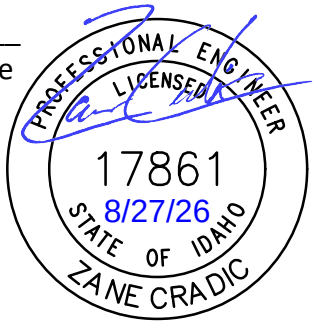
1. Trench backfill compaction testing was performed per ISPWC 2015 based on testing provided.
2. Construction was performed substantially to the lines and grades shown in the approved plans or as approved by the City Engineer
3. Based on tests performed, the asphalt pavement meets the ISPWC 2015.
4. Survey points indicated on the final plat are in place as of the date of this certification.
5. An electronic copy of the approved record drawings have been submitted to the city.

Any of the above items which cannot be fully certified are explained on a separate sheet of paper and attached hereto and stamped by the Engineer of Record.

_____ _____

Signature of Engineer / Representative Date

Engineer's Stamp



Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Professional Service Agreement with Cushing Terrell for Programming, Visioning, and Planning Services for the Caldwell Senior Center in the amount of $7,780.00

Summary Statement:

Cushing Terrell will facilitate a focused programming and visioning process to help the Caldwell Senior Center Board identify current facility challenges, future program needs, and long-term priorities for facility improvements.

Recommended Action:

Approval of resolutions for the Professional Service Agreement

Budget: Finance Review
Budgeted

Cost:	7780.00
GL Account:	01-8-17-125-63570 Professional Services
Timeline:	4-6 Weeks
Department:	
Project Manager:	

Attachments:

1. 2026.8_Senior Center Vision and Program Fee Proposal
2. Memorandum_PSA Cushing Terrel_Library
3. Resolution_PSA Cushing Terrell_Library

August 5, 2026

Cushing Terrell

Caldwell Senior Center Board
Caldwell Senior Center
Caldwell, Idaho

Re: Proposal for Professional Services for the Programming, Visioning, and Cost Estimating Services – Caldwell Senior Center.

Dear Board Members,

Thank you for the opportunity to send this proposal for programming, visioning, and cost estimating services for the Caldwell Senior Center. Cushing Terrell understands the significant role the Center serves in supporting social connection, recreation, wellness, lifelong learning, and community engagement for Caldwell's senior population.

As the Center continues to evolve, it is important to show a clear understanding of current facility challenges, future program needs, and long-term opportunities for investment. Our proposed approach is designed to provide the Board with a practical, cost-effective planning process that engages key stakeholders, shows priorities, and develops a shared vision for the future of the facility.

Through a facilitated visioning workshop and focused planning effort, we will help the Board establish goals, identify facility and operational needs, evaluate opportunities for improvement, and develop planning-level cost information that can support future budgeting, fundraising, grant applications, and capital planning discussions.

We appreciate the opportunity to help the Caldwell Senior Center and look forward to partnering with you on this important effort.

Sincerely,

Cushing Terrell

Angela Hansen, PLA
Project Manager

c: file

Fee Proposal for the Programming, Visioning, and Cost Estimating Services - Caldwell Senior Center

PROJECT SUMMARY

Cushing Terrell will facilitate a focused programming and visioning process to help the Caldwell Senior Center Board show current facility challenges, future program needs, and long-term priorities for facility improvements. Through a collaborative workshop and review of existing information, the project will establish a shared vision for the future of the Senior Center and provide planning-level recommendations and cost information to support future decision making.
The resulting planning document will serve as a roadmap for future capital improvements, fundraising efforts, grant applications, and potential design projects while providing the Board with a clear understanding of facility investment priorities.

PROFESSIONAL SERVICES

Background Review and Project Preparation

Cushing Terrell will review available facility information, operational information, previous studies, and other materials provided by the Senior Center. This information will be used to develop workshop materials and focused discussions about future facilities and programming needs.

Programming and Visioning Workshop

Cushing Terrell will facilitate one interactive visioning workshop with Board members and staff and invited stakeholders.
The workshop will focus on:

- Existing facility strengths and challenges
- Current and future programs and services
- Community and member needs
- Desired building improvements and amenities
- Accessibility and operational considerations
- Space and facility priorities
- Potential renovation and expansion opportunities
- Funding and implementation considerations
- Long-term vision and guiding principles

The workshop will use a group discussion format and group prioritization exercises to build consensus and actionable recommendations.

Preliminary Programming and Facility Needs Analysis

Workshop findings will be compiled into a high-level assessment of operational, programmatic, and facility needs. Recommendations will identify future space requirements, desired facility functions, and improvement priorities.

Planning-Level Cost Opinion

Cushing Terrell will prepare order-of-magnitude cost ranges associated with identified improvement opportunities. Cost information will be suitable for planning and budgeting purposes by the Board in evaluating future investment strategies.

DELIVERABLES

1. Visioning Workshop Facilitation

Description:
Preparation and facilitation of one interactive workshop with Board members, staff, and key stakeholders focused on future facility and program priorities.

2. Vision and Facility Needs Summary Report

Description:
A concise planning document summarizing stakeholder input, facility challenges, operational needs, future opportunities, and priority recommendations.
The report will include:

- Stakeholder input summary
- Existing opportunities and challenges
- Vision statement and guiding principles
- Facility and operational priorities
- Program and service needs.
- Recommended improvement priorities.

3. Preliminary Space Needs Assessment

Description:
A high-level assessment describing desired facility components and program spaces necessary to support future operations and services.
Potential facility categories may include:

- Multi-purpose gathering spaces.
- Activity and wellness spaces
- Dining and kitchen functions
- Administrative spaces
- Storage and support spaces
- Outdoor gathering opportunities

4. Facility Improvement Recommendations

Description:

Written recommendations related to the opportunities for:

- Consolidation with the Caldwell Library
- Facility reconfiguration
- Operational improvements
- Future expansion planning

Recommendations will focus on helping the Board establish a phased and achievable consolidation strategy with the Caldwell Library.

5. Planning-Level Cost Opinion

Description:

Order-of-magnitude cost ranges associated with potential facility improvement scenarios and investment priorities.

Cost information will be intended for:

- Strategic planning
- Budget discussions
- Fundraising initiatives
- Grant funding pursuits
- Capital improvement planning.

6. Recommended Next Steps

Description:

A prioritized roadmap outlining recommended future actions, including strategic planning, facility assessment, fundraising, grant pursuits, or design services.

ASSUMPTIONS

This proposal is based upon the following assumptions:

- The Senior Center will provide a single point of contact for project coordination.
- Existing facility information and background materials will be provided by the Owner.
- One visioning workshop is included.
- Workshop attendance will be limited to Board members, staff, and invited stakeholders.
- The Senior Center will provide the meeting location and coordinate participant attendance.
- Stakeholder engagement will occur through the workshop format only.
- Recommendations will be developed at a planning level and are not intended to constitute design documents.
- One combined review of draft deliverables is included.
- Deliverables will be provided electronically in PDF format.
- Travel within the Treasure Valley is included in the fee.

EXCLUSIONS

The following services are specifically excluded from this proposal but may be provided upon request:

- Detailed facility condition assessment
- Architectural design services
- Schematic floor plans or test fits
- Building code analysis
- Structural engineering evaluation
- Mechanical, electrical, plumbing, or civil engineering studies
- ADA compliance audit
- Surveying services
- Hazardous materials assessment
- Detailed room-by-room programming
- Detailed construction cost estimating
- Public outreach meetings
- Community surveys
- Individual stakeholder interviews
- Grant writing services
- Fundraising support services
- Design development or construction documents.
- Building Permit services
- Bidding or construction administration

Services listed above shall be provided at a time and on a material, basis negotiated outside of the lump sum fee described in this proposal.

COMPENSATION

Service	Lump Sum Fee
Programming, Visioning, and Cost Estimating Services	$7780.00

Fee Includes

- Project initiation and preparation
- Visioning workshop facilitation
- Programming and facility need analysis.
- Vision and Facility Needs Summary Report
- Preliminary Space Needs Assessment
- Facility Improvement Recommendations
- Planning-Level Cost Opinion
- Recommended Next Steps Roadmap

Total Lump Sum Fee: $7780.00

REIMBURSABLE EXPENSES

Reimbursable expenses are included in the total lump sum fee shown above. Legal fees incurred because of changing a standard AIA contract or using Owner provided agreements will be billed separately at an hourly rate for the project.

PROJECT SCHEDULE

The project is estimated to be completed within a four-week period from the date a fully executed contract is received. Upon prompt owner review of and response to the proposal included here in., Cushing Terrell will provide a standard AIA B104 Owner Architect contract for your review and signature.

The Owner acknowledges that Owner-generated changes in the schedule of the project may result in modifications of the associated professional fees.

HOURLY RATES

Principal in Charge	$286.00
Project Manager	$195.00
Mechanical | Electrical Engineer	$268.00
Administrative Assistant | Project Coordinator	$125.00

This proposal is valid for 90 (ninety) days from date of issue.

MEMORANDUM

TO: Caldwell City Council

Meeting Date September 8, 20 26

AGENDA ITEM INFORMATION

SUBJECT:

Professional Service Agreement with Cushing Terrell for Programming, Visioning, and Planning-Level Cost Estimating Services for the Caldwell Senior Center

COST IMPACT: $7,780.00

FUNDING SOURCE:

TIMELINE: To be paid upon receipt of invoice FY

FINANCE REVIEW: ☐ ***BUDGETED:*** ☐ ***NOT BUDGETED:*** ☐

Department Submittals	*X to mark*	*Initials*
Building Department		
CDBG		
Clerk		
City Attorney		
Finance Department	x	RC
Human Resources		
Planning & Zoning		
Fire Department		
Police Department		
Public Works		
Street Department		
Water Department		
WWTP		
Engineering		
Mapping		
Parks and Recreation		
Airport		
Information Systems		
Golf Course		
OTHER: Library	x	LF

SUMMARY STATEMENT:

Cushing Terrell will facilitate a focused programming and visioning process to help the Caldwell Senior Center Board identify current facility challenges, future program needs, and long-term priorities for facility improvements.

RECOMMENDED ACTION:

Approval of resolutions for the Professional Service Agreement.

RESOLUTION NO._____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALDWELL, IDAHO, AUTHORIZING PROFESSIONAL SERVICES WITH CUSHING TERRELL FOR PROGRAMMING, VISIONING, AND PLANNING-LEVEL COST ESTIMATING SERVICES FOR THE CALDWELL SENIOR CENTER

WHEREAS, Cushing Terrell will facilitate a focused programming and visioning process to help the Caldwell Senior Center Board identify current facility challenges, future program needs, and long-term priorities for facility improvements.

WHEREAS, the proposed services will provide the Caldwell Senior Center Board with future capital improvements, fundraising efforts, grant applications, and long-term facility planning; and

WHEREAS, Cushing Terrell will facilitate a collaborative workshop and review of existing information; the project will establish a shared vision for the future of the Senior Center and provide planning-level recommendations and cost information to support future decision-making.

BE IT HEREBY RESOLVED by the Mayor and Council of the City of Caldwell, Idaho, that the professional service agreement with Cushing Terrell for $7,780.00 is approved.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho, on this 8th day of September 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho, on this 8th day of September 2026.

Approved

By_____

Mayor

ATTEST:

By_____

Clerk

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approval of Amendment No. 1 to Task Order No. 12 with HDR Engineering, Inc. – Test Well No. 25

Summary Statement:

The City is currently advancing Test Well No. 25 to evaluate groundwater availability and water quality for future municipal water supply development. Task Order No. 12 with HDR Engineering, Inc. originally authorized engineering and hydrogeologic services related to the design and permitting of the test well. As the project has progressed into the construction and testing phase, additional professional services are required to support critical field activities and regulatory documentation.

Amendment No. 1 will provide HDR Engineering, Inc. with authorization to perform engineering and hydrogeologic services during the construction and testing of Test Well No. 25. These services include field oversight and technical support during critical phases of the project, including:

Drilling operations and construction monitoring.
Geophysical logging and interpretation.
Well screen and annular seal placement.
Well development activities.
Aquifer test pumping and data collection.
Water quality sampling and laboratory coordination.
Evaluation and interpretation of test results.
Preparation of a comprehensive Test Well Completion Report documenting construction details, hydrogeologic findings, aquifer performance, and water quality results.

The amendment also includes laboratory fees associated with required water quality analyses and regulatory testing. Amendment No. 1 increases Task Order No. 12 by $71,700, bringing the total authorized amount for Task Order No. 12 from $25,000 to $96,700.

Recommended Action:

The Water Department recommends approving Amendment No. 1 to Task Order No. 12 with HDR Engineering, Inc. in the amount of $71,700 for construction oversight, aquifer testing, laboratory services, and preparation of the Test Well No. 25 Completion Report.

Budget: Finance Review

Cost: Const in Progress
GL Account: 70-8-25-100-87500
Timeline: 2026-2027
Department:
Project Manager:

Attachments:

1. TO 12_Amend 01_Caldwell Test Well 25_SDC
2. Council Resolution_Task Order Amendment – Test Well 25

TASK ORDER AMENDMENT

This Task Order amendment pertains to an Agreement by and between City of Caldwell, ("OWNER"), and HDR Engineering, Inc. ("ENGINEER"), dated April 9, 2021, ("the Agreement"). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order amendment shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order amendment shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: 12 - AMENDMENT: 01

PROJECT NAME: Test Well 25

PART 1.0 PROJECT DESCRIPTION: OWNER wants to drill a test well (Test Well 25) at Farmway Village, southeast of the intersection of State Highway 44 and Farmway / Kent Ranch Road. The purpose of the test well is to evaluate water quality in underlying aquifer zones at the site. The OWNER wants to ultimately drill a new municipal well at the project site. The results of the test well will be used to inform design and construction of the future municipal well. A desktop hydrogeology study (Task 1), test well design (Task 2), and bid support (Task 3) were previously approved under Task Order 12. This amendment adds the following scope of services.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT:

Task 4. Services During Construction. The ENGINEER will attend and administer the pre-construction meeting. The ENGINEER will review product submittals, respond to contractor RFI's and coordinate with OWNER staff during construction of the project. The construction duration is expected to be two months (40 working days). We assume an average of 6 hours per day on site. During that time, ENGINEER will provide construction oversight during critical aspects of the project, including drilling, geophysical logging, well screen and seal placement, well development, test pumping, and water quality sampling. ENGINEER will prepare daily field reports with photographs when on-site. The budget includes $10,500 in laboratory fees, assuming seven test wells and $1,500 in lab fees per zone. ENGINEER will sample for PFAS constituents plus other water quality parameters of concern. Water quality samples will be submitted to Analytical Labs for analysis. Contractor will provide all pumping equipment and support the ENGINEER during sampling.

Task 5. Test Well Completion Report. The ENGINEER will prepare a Test Well Completion Report for the OWNER. The report will include an as-built construction drawing of the test well, lithologic and geophysical logs, water quality data, and recommendations for future production well design based on water quality and anticipated well yield.

SCOPE OF WORK – NOT INCLUDED IN PROPOSAL

These items are not included in this Task Order:

- Water right permitting
- License or other formal agreements for water discharge
- Municipal well permitting and design
- Environmental assessment or permitting
- Surveying or construction staking
- Geotechnical investigations
- Water treatment system design
- ESC plan or SWPPP
- Site visits beyond those identified in the scope of work

The services listed above can be provided under a separate authorization, if requested and approved by ENGINEER.

PART 3.0 OWNER'S RESPONSIBILITIES:

- Provide access to the test well site to the ENGINEER and contractor.
- Assist selected contractor in identifying and securing appropriate disposal location for water generated during development and well testing.
- Obtain all necessary approvals from the City of Caldwell.

PART 4.0 PERIODS OF SERVICE: Task 4 will occur based on the City and Contractor construction schedule. Task 5 will be completed following test well construction and receipt of water quality results from the laboratory.

PART 5.0 ENGINEER'S FEE: Time & Materials budget not to exceed $71,700. The total contract value will increase to $96,700 with this amendment. ENGINEER's billing rates are based on a 3.23 multiplier of raw hourly rates. Invoices will generally be sent monthly when work has been performed.

This Task Order Amendment is executed this _____ day of _____ 2026.

CITY OF CALDWELL	HDR ENGINEERING, INC.
"OWNER"	"ENGINEER"
BY: _____	BY: Jon Osier Digitally signed by Jon Osier DN: C=US, E=jon.osier@hdrinc.com, O=HDR Engineering Inc., OU=Idaho, CN=Jon Osier Date: 2026.07.28 12:14:57-06'00'
NAME: _____	NAME: Jon Osier
TITLE: _____	TITLE: Vice President
ADDRESS: _____	ADDRESS: 412 E Parkcenter Blvd, Ste 100
_____	Boise, ID 83706

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the Mayor and Council of the City of Caldwell, Idaho that Amendment No. 1 to Task Order No. 12 with HDR Engineering, Inc. is hereby approved in the amount of $71,700.00, increasing the total Task Order amount from $25,000.00 to $96,700.00. This amendment provides engineering and hydrogeologic services during the construction and testing of Test Well No. 25. These services are necessary to evaluate groundwater availability and water quality and to determine the suitability of a future municipal production well.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho this ___ day of _____ 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho this ___ day of _____ 2026.

Approved

By _____

Eric Phillips

Mayor

ATTEST

By _____

City Clerk

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approve fee waiver request from TVDSA to waive the SEP application fee for their Step Up for Down Syndrome advocacy walk scheduled for 9/12/2026 in downtown Caldwell

Summary Statement:

Recommended Action:

Recommend approval of fee waiver

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. Letter to Council--TVDSA Advocacy Walk 9-12-2026
2. Fee Waiver Request--TVDSA Advocacy Walk 9-12-2026
3. Step Up Walk Route Map

TREASURE VALLEY
DOWN SYNDROME
ASSOCIATION

Date - 2026

Caldwell City Council
P.O. Box 1179
411 Blaine St.
Caldwell, Idaho 83605

Dear Council Members,

Treasure Valley Down Syndrome Association is excited to return again in 2026 to Caldwell to celebrate our 24th Annual Step Up for Down Syndrome event. This one mile advocacy walk will take place on September 12th, 2026 at Indian Creek Plaza.

I am writing to request that the City of Caldwell waive the $75.00 Special Event Permit Application Fee. TVDSA is a non-profit organization benefiting individuals in our community who have Down Syndrome as well as their families. The Step Up for Down Syndrome event is our largest fundraising effort of the year through which we hope to fund the year's services and events. TVDSA provides social activities for individuals with Down Syndrome from birth all the way through adulthood as well as events for parents and caregivers. Additionally, TVDSA offers scholarships to members for post-secondary education and to caregivers for seminars and conferences. By connecting our members and families, we help provide an opportunity for relationships and support and we learn from one another and share experiences.

Thank you so much for your consideration of this request and we look forward to visiting beautiful Indian Creek Plaza again this fall!

Best Regards,

Kristi Sims
Walk Coordinator

FEE WAIVER REQUEST

Request is subject to approval. Submittal of fee waiver request does not guarantee all fees will be waived. Requests can be emailed to cityclerk@cityofcaldwell.org or mailed/dropped off to City Clerk, PO Box 1179/411 Blaine Street, Caldwell, Idaho 83606

1. **Submit a reservation application** for the park (contact the Parks & Recreation Department) or City facility you wish to use for your event. Train Depot reservations are reserved through the City Clerk's Office. If you are planning a special event in a park, or at the Indian Creek Plaza, also submit a Special Event Permit application. To reserve a facility at the Caldwell Event Center, submit application to the CED Superintendent.
2. **Complete this fee waiver request.** Requests must be submitted at least 30 days prior to date of event.
3. If approved: please include the City of Caldwell as a sponsor for the event and pay any fees not waived.
4. If denied: Pay fees for event.

ORGANIZER INFORMATION

ORGANIZATION/INDIVIDUAL NAME: Treasure Valley Down Syndrome Association

☐ INDIVIDUAL ☐ PROFIT ■ NON-PROFIT ☐ CALDWELL SCHOOL ☐ VALLIVUE SCHOOL

MAILING ADDRESS: PO Box 1404

CITY: Meridian STATE: Idaho ZIP: 83680-1404

EVENT ORGANIZER NAME: Kristi Sims

CONTACT NUMBER: 952-215-7477

EMAIL: walk@idahodownsyndrome.org

GENERAL INFORMATION

EVENT NAME: TVDSA Step Up for Down Syndrome Walk ESTIMATED ATTENDANCE: 600-800

EVENT DATE: Saturday, September 12th, 2026

EVENT LOCATION: Indian Creek Plaza and the sidewalks along Indian Creek

EVENT DESCRIPTION & PURPOSE: A one mile advocacy walk and awareness event to celebrate our loved ones with Down syndrome. It is the largest event and fundraiser of the year for TVDSA. Although not based in Caldwell, many of our members live in Caldwell and Canyon County.

FEE WAIVER QUESTIONS

1. Is the event open to the general public?

   ■ YES ☐ NO

2. Does the activity of requesting event directly benefit the residents of the City of Caldwell?

   ■ YES ☐ NO

3. Is the organization a ~~Caldwell-based~~ non-profit organization with a valid 501(C)?

   ■ YES ☐ NO If yes, 501(C)(3) Number: 94-3169648

4. Do you agree to provide for clean-up at the end of the event?

   ■ YES ☐ NO

5. Is the hosting organization a city program, committee or authorized direct affiliate?

   ☐ YES ■ NO

NOTES

1. All City programs or authorized direct affiliates shall be eligible for exemption from facility use fees.
2. Projects or organizations who have failed their obligations during previous events or activities are not eligible for future fee waivers.
3. Up to ½ of event registration fees, park preparation fees, eligible permit application fees, or other fees eligible for waiver may be waived for a single event.
4. All recipients of a fee waiver, if requested by Parks and Recreation, shall acknowledge the Parks and Recreation Department in all publicity relating to the event or activity and be approved by the Director of Parks and Recreation, or their designee, prior to release. Acknowledgement includes City logos and statement in all advertising, promotional material and media releases.
5. Fees that may not be waived: Park impact fees, event security fees, additional trash bins or restrooms ordered for event fees, road closure fees, cleaning/damages deposits, or additional equipment ordered that engenders an additional cost.

FEE WAIVERS

A not-for-profit organization may request a waiver of up to 25% of the fee.

School organizations which include any school located within the boundaries of the Caldwell City limits may request a waiver of up to 50% of the fee.

City-sponsored events will be reviewed on a case-by-case basis.

See the attached City of Caldwell Fee Waiver Policy for additional information.

APPROVED

_____

Date _____

FOR INTERNAL USE ONLY – FILLED OUT BY SPECIAL EVENT COORDINATOR

TOTAL AMOUNT OF FEES REQUESTING WAIVED: $75.00

FEE DESCRITIONS:

Fee Waiver request - $75 SEP Appl fee
TVDSA Step Up for Down Syndrome Advocacy Walk
Sat, Sept. 12; Indian Creek Plaza start/finish
--Walk: Indian Creek pathways and downtown sidewalks

AMOUNT APPROVED FOR WAIVER: _____ **DATE APPROVED/DENIED:** _____

City of Caldwell
Special Event Permit
PO Box 1179, 205 S. 6th Ave
Caldwell, ID 83605
Phone: (208)455-4656
Email: clerk@cityofcaldwell.org

For City Clerk's Use Only:

- Received 8/12/26
- SEP Deposit __/__/__
- SEP Fee __/__/__
- Event Site Plan 8/12/26
- Park Reserved N/A/__
- Liability Insur. 8/18/26
- Shared Calendar 8/21/26
- Catering permit N/A/__
- ERT? Date if yes N/A/__
- R-O-W approved __/__/__
- Permit Signed __/__/__
- Pick up/emailed __/__/__

1. Sponsoring / Host Organization's Information
   Organization Name: Treasure Valley Down Syndrome Association
   Event Coordinator & phone: 9522157477
   Email: walk@idahodownsyndrome.org Address: PO Box 1404 Meridian ID 93680
   Day of event manager & cell: Kristi Sims 952.215.7477
   Day of event manager Email: walk@idahodownsyndrome.org

2. Event Type (check one):
   - ◉ Parade or Fun Run (walk)
   - ○ City Park or City Facility (includes outdoor sports tournaments)

3. Event Information
   Short description of event: The TVDSA Step Up for Down Syndrome event is a 1 mile advocacy walk to raise awareness and celebrate our loved ones with DS. It is also our largest fundraising event of the year
   Event Date(s): September 12th, 2026
   Event time: 10:00am (start time) to: 1:00pm (end time)
   Estimated attendance during entire event 600-800
   Maximum in any one hour _____
   Time set-up starts: 8:00am

Recurrence	On		Number of Occurrences
◉ None	○ Sunday	○ Thursday	One (this is a single 1 or 2-day event) _____
○ Daily	○ Monday	○ Friday	Consecutive days (3-5 day event) _____
○ Weekly	○ Tuesday	○ Saturday	
○ Monthly	○ Wednesday		Consecutive weeks (how many?) _____

4. Special Event Permit (SEP) Fee and Deposit
   Application fee: $ 75 (check, cash, card)
   SEP Deposit: $500 (check or cash only)

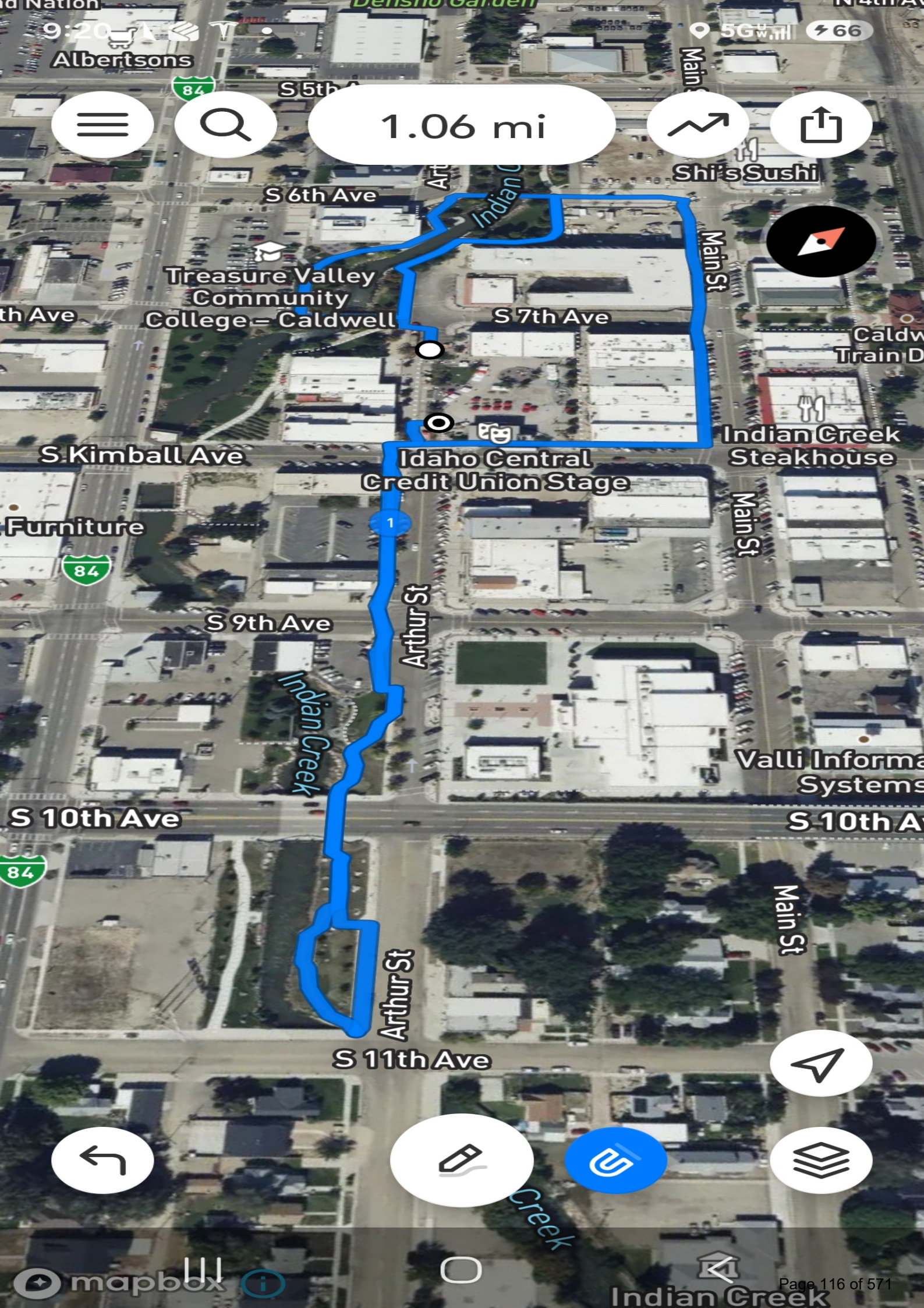
5. Location – *see instructions*
   - ○ City Park (name): _____
   - ☒ Indian Creek Plaza Venue – coordination with Destination Caldwell will be required.
   - ○ City Street, alleyway, or public parking lot: See attached race route map
   - ☒ Parade/Walk/Race route on City streets or pathways: Indian Creek pathways
     (include race route identifying streets/pathways)

6. Required attachments – *see instructions for details on each requirement*
   - Event Site Plan showing the entire event area.
   - Certificate of Liability Insurance showing the City as the certificate holder and additional insured.
   - Multi-day, multi-week or tournament events: a safety plan and a parking plan are required. Additional requirements may be identified by safety services.

7. Road Closure(s)
   Road closure(s) planned? Y/N N. If yes, r-o-w permit application date: _____

Street/Alley/Parking Lot	Date/Time of closing	Date/Time of reopening

If more space is needed for street/alley/lot closures, add/upload additional closures on a separate piece of paper.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Creek
mapbox
Indian Creek

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approval of Change Order No. 1 – Well House 20 Construction Project Acess Road

Summary Statement:

The City is currently constructing Well House 20, a critical water infrastructure project that will increase groundwater production capacity and improve reliability within Pressure Zone 2. During the building permit process, City staff identified the need to update the existing access easements serving the well site. As part of that review, staff and the construction contractor determined that the existing north-south access route from Lincoln Road was not suitable for long-term construction, operations, and maintenance activities. In addition, the adjacent property owners indicated that access across their parcels would only be permitted on a temporary basis through the end of 2026. To ensure reliable access to the site, the City determined that a semi-permanent all-weather access road and updated access easements were necessary.
The original construction contract did not include these improvements. Change Order No. 1 provides for the construction of a 16-foot-wide access road with approximately 8 inches of gravel surfacing, installation of two culverts, rerouting of irrigation drains, and construction of multiple turnouts to accommodate vehicle passing and maintenance access. These improvements will provide dependable access to a critical water production facility serving Pressure Zone 2.
The original contract amount for the Well House 20 Construction Project was $1,120,995. Change Order No. 1 increases the contract amount by $96,300, resulting in a revised contract value of $1,217,295.
.

Recommended Action:

Water Department staff recommends approval of Change Order No. 1 to provide safe and reliable access to the Well House 20 facility for operations, maintenance, and emergency response activities throughout the life of the well.

Budget: Finance Review

Cost: Const in Progress
GL Account: 70-8-25-100-87500

Timeline: Fall 2026- Summer 2027
Department:
Project Manager:

Attachments:

1. CHANGE ORDER #1_V2
2. Council Resolution_Change Order No. 1 – Well House 20 Construction Project Acess Road

CHANGE ORDER NO.: 1

Owner:	City of Caldwell	Owner's Project No.:	25016070-Well20Ds
Engineer:	HDR Engineering	Engineer's Project No.:	10430440
Contractor:	Desert View Construction Inc.	Contractor's Project No.:	
Project:			
Contract Name:	2026 Well House 20 Construction Project		
Date Issued:	8/5/2026	Effective Date of Change Order:	8/5/2026

The Contract is modified as follows upon execution of this Change Order:

Description:

Build Access Road (8" of Material 16' Wide, 2 Culverts, Re-route Irrigation Drains, Multiple 20' Turnouts for Vehicle Passing)

Attachments:

1 - Caldwell Well House 20 Change Order #1 - Access Road

Change in Contract Price	**Change in Contract Times**
Original Contract Price: $ 1,120,995.00	Original Contract Times: Substantial Completion: N/A Ready for final payment: N/A
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. **[Number of previous Change Order]**: $ N/A	**[Increase] [Decrease]** from previously approved Change Orders No.1 to No. **[Number of previous Change Order]**: Substantial Completion: N/A Ready for final payment: N/A
Contract Price prior to this Change Order: $ 1,120,995.00	Contract Times prior to this Change Order: Substantial Completion: N/A Ready for final payment: N/A
Increase this Change Order: $ 96,300.00	**Increase** this Change Order: Substantial Completion: N/A Ready for final payment: N/A
Contract Price incorporating this Change Order: $ 1,217,295.00	Contract Times with all approved Change Orders: Substantial Completion: N/A Ready for final payment: N/A

	Recommended by Engineer (if required)	Accepted by Contractor
By:		
Title:		
Date:		
	Authorized by Owner	Approved by Funding Agency (if applicable)
By:		
Title:		
Date:		

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DESERT VIEW CONSTRUCTION INC.

21520 Ustick Road
Caldwell, ID 83607
(208) 571-0780

Caldwell Well House 20
Change Order #1 - Access Road

	Description	Qty	Unit	Man Hrs	Rate	Labor	U.P.	Material	Subcontractor	Rented Eq.	DVC Eq.	TOTAL
	Change Order #1											
	Superintendent	1	LS	10	$85.00	$850.00						$850.00
	Proposal Prep Time	1	LS	4	$95.00	$380.00						$380.00
	Build Access Road (8" of Material 16' Wide, 2 Culverts, Re-route Irrigation Drains, Multiple 20' Turnouts for Vehicle Passing)								$86,000.00			$86,000.00
	Contract Time Extension			Calendar Days								
	PAGE TOTALS			14		$1,230.00		$0.00	$86,000.00	$0.00	$0.00	$ 87,230.00
												$ 87,230.00

Labor & Material		$1,230.00
Overhead & Profit	15%	$184.50
Total		$1,414.50

Subcontractor		$86,000.00
Overhead & Profit	5%	$4,300.00
Total		$90,300.00

Bonds & Insurance	5%	$4,585.73

GRAND TOTAL	**$96,300.00**

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the Mayor and Council of the City of Caldwell, Idaho that Change Order No. 1 to the 2026 Well House 20 Construction Project is hereby approved with Desert View Construction, Inc. in the amount of $96,300.00, increasing the total contract amount from $1,120,995.00 to $1,217,295.00. This change order includes the construction of a semi-permanent access road, installation of culverts, rerouting of irrigation drains, and construction of vehicle turnouts necessary to provide reliable access to the Well House 20 facility serving Pressure Zone 2.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho this ___ day of _____ 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho this ___ day of _____ 2026.

Approved

By _____

Eric Phillips

Mayor

ATTEST

By _____

City Clerk

CHANGE ORDER NO.: 2

Owner:	City of Caldwell	Owner's Project No.:	25016070-Well20Ds
Engineer:	HDR Engineering	Engineer's Project No.:	10430440
Contractor:	Desert View Construction Inc.	Contractor's Project No.:	
Project:			
Contract Name:	2026 Well House 20 Construction Project		
Date Issued:	8/25/2026	Effective Date of Change Order:	8/25/2026

The Contract is modified as follows upon execution of this Change Order:

Description:

This change order provides for a contract time extension resulting from delays outside of the Contractor's control associated with obtaining the required access easement and building permits necessary to proceed with construction of the Well House 20 project. Due to the delay in receiving access authorization and permit approvals, construction activities were pushed into the winter season, resulting in additional project costs. These costs include subcontractor electrical and piping price increases associated with extended scheduling and remobilization, as well as generator rental, fuel, and related temporary power expenses required to support cold-weather construction operations.

The contract time shall be extended by five (5) months to account for the permitting and access delays and the resulting impacts to the construction schedule.

Attachments:

1 - Work Change Directive #3 - Easement and Building Permit Approval

2 – Project Schedule

Change in Contract Price	**Change in Contract Times**
Original Contract Price: $ 1,120,995.00	Original Contract Times: Substantial Completion: 12/31/2026 Ready for final payment: 1/31/2027
Increase from previously approved Change Orders No. 1 to No. 2: $ 89,829.00	**[Increase] [Decrease]** from previously approved Change Orders No.1 to No. **[Number of previous Change Order]**: Substantial Completion: N/A Ready for final payment: N/A
Contract Price prior to this Change Order: $ 1,217,295.00	Contract Times prior to this Change Order: Substantial Completion: 12/31/2026 Ready for final payment: 1/31/2027
Increase this Change Order: $ 89,829.00	**Increase** this Change Order: Substantial Completion: 5/10/2027 Ready for final payment: 6/29/2027
Contract Price incorporating this Change Order: $ 1,307,124.00	Contract Times with all approved Change Orders: Substantial Completion: 5/10/2027 Ready for final payment: 6/29/2027

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	Recommended by Engineer (if required)	Accepted by Contractor
By:		
Title:		
Date:		
	Authorized by Owner	Approved by Funding Agency (if applicable)
By:		
Title:		
Date:		

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DESERT VIEW CONSTRUCTION INC.

21520 Ustick Road
Caldwell, ID 83607
(208) 571-0780

Caldwell Well House 20

Work Change Directive #3 - Easement and Building Permit Approval

	Description	Qty	Unit	Man Hrs	Rate	Labor	U.P.	Material	Subcontractor	Rented Eq.	DVC Eq.	TOTAL
	Work Change Directive #3											
	Project Manager	1	LS	80	$95.00	$7,600.00						$7,600.00
	Superintendent	1	LS	320	$85.00	$27,200.00						$27,200.00
	Proposal Prep Time	1	LS	8	$95.00	$760.00						$760.00
	Electrical								$6,980.00			$6,980.00
	Cold Weather Pricing (Heat/Blanket Concrete & Masonry)	60	days		$170.00				$10,200.00			$10,200.00
	Piping Increase							$8,300.00				$8,300.00
	Generator Rental	4	mos		$1,200.00						$4,800.00	$4,800.00
	Job Trailer/Porta Potty/Internet									$4,360.00		$4,360.00
	Fuel									$7,100.00		$7,100.00
	Contract Time Extension		29	Calendar Days								
	PAGE TOTALS			408		$35,560.00		$8,300.00	$17,180.00	$11,460.00	$4,800.00	$ 77,300.00
												$ 77,300.00

Labor & Material		$43,860.00
Overhead & Profit	15%	$6,579.00
Total		$50,439.00

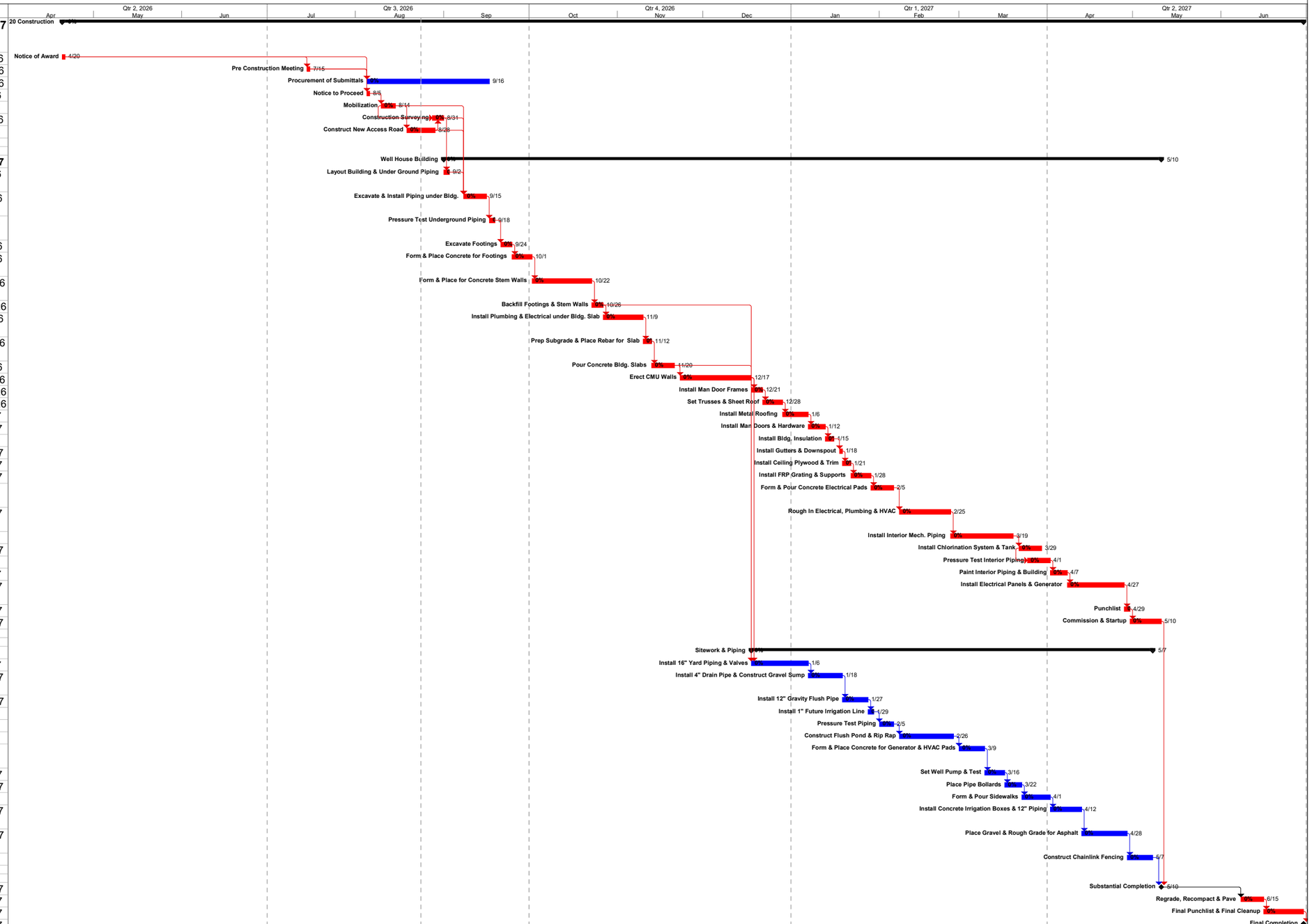
Subcontractor		$33,440.00
Overhead & Profit	5%	$1,672.00
Total		$35,112.00

Bonds & Insurance	5%	$4,277.55

GRAND TOTAL	**$89,829.00**

City of Caldwell Well House 20 Construction - Project Schedule
08/24/26

ID	Task Name	Duration	Start	Finish
1	**City of Caldwell - Well House 20 Construction**	**312 days**	**Mon 4/20/26**	**Tue 6/29/27**
2	Notice of Award	1 day	Mon 4/20/26	Mon 4/20/26
3	Pre Construction Meeting	1 day	Wed 7/15/26	Wed 7/15/26
4	Procurement of Submittals	31 days	Wed 8/5/26	Wed 9/16/26
5	Notice to Proceed	1 day	Wed 8/5/26	Wed 8/5/26
6	Mobilization	5 days	Mon 8/10/26	Fri 8/14/26
7	Construction Surveying	2 days	Fri 8/28/26	Mon 8/31/26
8	Construct New Access Road	8 days	Wed 8/19/26	Fri 8/28/26
9				
10				
11	**Well House Building**	**180 days**	**Tue 9/1/26**	**Mon 5/10/27**
12	Layout Building & Under Ground Piping	2 days	Tue 9/1/26	Wed 9/2/26
13	Excavate & Install Piping under Bldg.	6 days	Tue 9/8/26	Tue 9/15/26
14	Pressure Test Underground Piping	2 days	Thu 9/17/26	Fri 9/18/26
15	Excavate Footings	4 days	Mon 9/21/26	Thu 9/24/26
16	Form & Place Concrete for Footings	5 days	Fri 9/25/26	Thu 10/1/26
17	Form & Place for Concrete Stem Walls	15 days	Fri 10/2/26	Thu 10/22/26
18	Backfill Footings & Stem Walls	2 days	Fri 10/23/26	Mon 10/26/26
19	Install Plumbing & Electrical under Bldg. Slab	10 days	Tue 10/27/26	Mon 11/9/26
20	Prep Subgrade & Place Rebar for Slab	3 days	Tue 11/10/26	Thu 11/12/26
21	Pour Concrete Bldg. Slabs	6 days	Fri 11/13/26	Fri 11/20/26
22	Erect CMU Walls	19 days	Mon 11/23/26	Thu 12/17/26
23	Install Man Door Frames	2 days	Fri 12/18/26	Mon 12/21/26
24	Set Trusses & Sheet Roof	5 days	Tue 12/22/26	Mon 12/28/26
25	Install Metal Roofing	7 days	Tue 12/29/26	Wed 1/6/27
26	Install Man Doors & Hardware	4 days	Thu 1/7/27	Tue 1/12/27
27	Install Bldg. Insulation	3 days	Wed 1/13/27	Fri 1/15/27
28	Install Gutters & Downspout	1 day	Mon 1/18/27	Mon 1/18/27
29	Install Ceiling Plywood & Trim	3 days	Tue 1/19/27	Thu 1/21/27
30	Install FRP Grating & Supports	5 days	Fri 1/22/27	Thu 1/28/27
31	Form & Pour Concrete Electrical Pads	6 days	Fri 1/29/27	Fri 2/5/27
32	Rough In Electrical, Plumbing & HVAC	14 days	Mon 2/8/27	Thu 2/25/27
33	Install Interior Mech. Piping	16 days	Fri 2/26/27	Fri 3/19/27
34	Install Chlorination System & Tank	6 days	Mon 3/22/27	Mon 3/29/27
35	Pressure Test Interior Piping	6 days	Thu 3/25/27	Thu 4/1/27
36	Paint Interior Piping & Building	4 days	Fri 4/2/27	Wed 4/7/27
37	Install Electrical Panels & Generator	14 days	Thu 4/8/27	Tue 4/27/27
38	Punchlist	2 days	Wed 4/28/27	Thu 4/29/27
39	Commission & Startup	7 days	Fri 4/30/27	Mon 5/10/27
40				
41				
42	**Sitework & Piping**	**101 days**	**Fri 12/18/26**	**Fri 5/7/27**
43	Install 16" Yard Piping & Valves	14 days	Fri 12/18/26	Wed 1/6/27
44	Install 4" Drain Pipe & Construct Gravel Sump	8 days	Thu 1/7/27	Mon 1/18/27
45	Install 12" Gravity Flush Pipe	7 days	Tue 1/19/27	Wed 1/27/27
46	Install 1" Future Irrigation Line	2 days	Thu 1/28/27	Fri 1/29/27
47	Pressure Test Piping	5 days	Mon 2/1/27	Fri 2/5/27
48	Construct Flush Pond & Rip Rap	15 days	Mon 2/8/27	Fri 2/26/27
49	Form & Place Concrete for Generator & HVAC Pads	7 days	Mon 3/1/27	Tue 3/9/27
50	Set Well Pump & Test	5 days	Wed 3/10/27	Tue 3/16/27
51	Place Pipe Bollards	4 days	Wed 3/17/27	Mon 3/22/27
52	Form & Pour Sidewalks	8 days	Tue 3/23/27	Thu 4/1/27
53	Install Concrete Irrigation Boxes & 12" Piping	7 days	Fri 4/2/27	Mon 4/12/27
54	Place Gravel & Rough Grade for Asphalt	12 days	Tue 4/13/27	Wed 4/28/27
55	Construct Chainlink Fencing	7 days	Thu 4/29/27	Fri 5/7/27
56				
57				
58	Substantial Completion	0 days	Mon 5/10/27	Mon 5/10/27
59	Regrade, Recompact & Pave	6 days	Tue 6/8/27	Tue 6/15/27
60	Final Punchlist & Final Cleanup	10 days	Wed 6/16/27	Tue 6/29/27
61	Final Completion	0 days	Tue 6/29/27	Tue 6/29/27



Project: Well House 20 Construction
Date: Mon 8/24/26

Task | Critical Task | Milestone | Rolled Up Task | Rolled Up Milestone | Project Summary | Manual Progress
Task Progress | Critical Task Progress | Summary | Rolled Up Critical Task | Rolled Up Progress | Group By Summary

Page 1

RESOLUTION NO. _____

BE IT HEREBY RESOLVED by the Mayor and Council of the City of Caldwell, Idaho that Change Order No. 2 to the 2026 Well House 20 Construction Project is hereby approved with Desert View Construction, Inc. in the amount of $89,829.00, increasing the total contract amount from $1,217,295.00 to $1,307,124.00. This change order includes subcontractor electrical and piping price increases associated with extended scheduling and remobilization, as well as generator rental, fuel, and related temporary power expenses required to support cold-weather construction operations. This change order also extends the contract time by five (5) months, changing the Substantial Completion date from December 31, 2026, to May 10, 2027, and the Ready for Final Payment date from January 31, 2027, to June 29, 2027.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho this ___ day of _____ 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho this ___ day of _____ 2026.

Approved

By _____

Eric Phillips

Mayor

ATTEST

By _____

City Clerk

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Utility easement for sanitary sewer, domestic water, pressure irrigation main line at Prospector Pointe Phase 2.

Summary Statement:

Acceptance of an easement for (newly constructed) sanitary sewer, domestic water, and pressure irrigation main line (at:2415 Azurite Ln.) by TPC Enterprise Holdings, LLC.

TPC Enterprise Holdings, LLC has agreed to provide an easement for the utilities across a portion of their property to provide said services for Prospector Pointe, Phase No. 2, Located at 2415 Azurite Ln. (R3514200000). This easement is necessary for the construction, operation and maintenance of said utilities.

The original easement is attached:

1. Utility Easement: Sanitary Sewer, Domestic Water, Pressure Irrigation Mainline

Recommended Action:

It is the recommendation of the Engineering Department that Council approves the easement as submitted.

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. Easement M&R Sewer, water and PI Template

MEMORANDUM

TO: Caldwell City Council
Meeting Date _September 8, 2026

AGENDA ITEM INFORMATION				
SUBJECT: Utility easement for sanitary sewer, domestic water, pressure irrigation main line.		***Department Submittals***	***X to mark***	***Initials***
		Building Department		
		CDBG		
		Clerk		
		City Attorney		
		Finance Department		
		Human Resources		
		Planning & Zoning		
		Fire Department		
		Police Department		
		Public Works		
		Street Department		
		Water Department		
		WWTP		
		Engineering	X	
		Mapping		
COST IMPACT:	$0.00	Parks and Recreation		
FUNDING SOURCE:		Airport		
		Information Systems		
TIMELINE:		Golf Course		
		OTHER:		

Finance Review ☐ ***Budgeted*** ☐ ***Not Budgeted*** ☐

SUMMARY STATEMENT:

Acceptance of an easement for (newly constructed) sanitary sewer, domestic water, and pressure irrigation main line (at:2415 Azurite Ln.) by TPC Enterprise Holdings, LLC.

TPC Enterprise Holdings, LLC has agreed to provide an easement for the utilities across a portion of their property to provide said services for Prospector Pointe, Phase No. 2, Located at 2415 Azurite Ln. (R3514200000). This easement is necessary for the construction, operation and maintenance of said utilities.

The original easement is attached:

1. Utility Easement: Sanitary Sewer, Domestic Water, Pressure Irrigation Mainline

RECOMMENDED ACTION:

It is the recommendation of the Engineering Department that Council approves the easement as submitted.

RESOLUTION NO. _____

A RESOLUTION BY THE CITY OF CALDWELL, IDAHO ACCEPTING A UTILITY EASEMENT BETWEEN THE CITY OF CALDWELL AND TPC ENTERPRISE HOLDINGS, LLC FOR THE PURPOSE OF CONSTRUCTION, OPERATION AND MAINTAINENCE OF SANITARY SEWER, DOMESTIC WATER, PRESSURE IRRIGATION MAIN LINES WHICH IS NECCESARY TO PROVIDE SAID SERVICES TO 2415 Azurite Ln. (R3514200000**).**

Be it resolved that the City of Caldwell, Idaho hereby accepts and approves an "Easement" between the City of Caldwell and TPC Enterprise Holdings, LLC. This easement provides a pathway across a portion of their property necessary to construct, operate, and maintain said sanitary sewer, domestic water, pressure irrigation main lines.

The City Clerk of the City of Caldwell is hereby directed to record the easement described above, and forward a copy to the Engineering Department of said City of Caldwell for preservation in an index of easements.

PASSED BY COUNCIL of the City of Caldwell, Idaho, this the 8th day of September, 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho, this the 8th day of September, 2026.

Approved By:	**Attest:**
_____	_____
Eric Phillips, Mayor	Kristina Buchan, City Clerk

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approve the Findings of Facts and Conclusions of Law for Chestnut Heights No. 3 Final Plat (SFP24-000018).

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. SR_CC_ChestnutHeights3_2026-09-08

Caldwell Planning & Zoning Department

STAFF REPORT / FINDINGS

Consent Item | City Council | 9/8/2026

Staff Planner: Katie Wright

CASE NO(s): SFP26-000024

STAFF REVIEW SUMMARY:

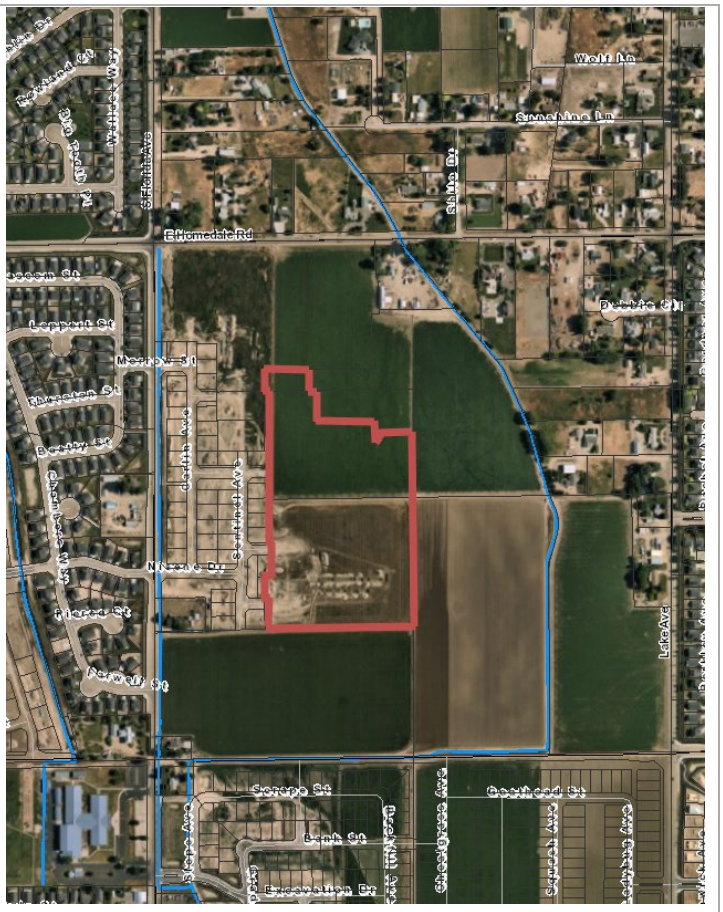
STAFF: Staff finds the final plat **IS** compliant with all applicable codes, regulations, and policies, and is in conformance with the approved preliminary plat. Staff recommends if approved, the approvals be subject to the conditions listed in the Findings of Fact, Conclusion of Law, and Decision herein.

PROJECT SUMMARY:

Proposed Land Use Applications:

- Final Plat for Chestnut Heights Subdivision No. 3 consisting of 65 residential lots and 15 common lots within the R-1 zone on a total of 19.37 acres.

Project Name:	Chestnut Heights No. 3
Applicant:	Matt Price, JUB
Property Owner:	Challenger Development INC.
Parcel ID Number(s):	R3272900000; R3272201100; R3272200000
Property or Project Size:	19.37 acres



DECISION BODY – REQUIRED FINDINGS & APPROVAL CRITERIA

Before the City Council approves any application, the Council must find and conclude the proposed application is compliant with the Caldwell City Code approval criteria as listed under #12 within Section I, Findings of Facts, within this report.

BEFORE THE CALDWELL CITY COUNCIL
CITY OF CALDWELL, CANYON COUNTY, IDAHO

IN THE MATTER OF AN APPLICATION FOR A FINAL PLAT APPROVAL FOR CHESTNUT HEIGHT NO. 3 WITH 65 RESIDENTIAL LOTS AND 15 COMMON LOTS WITHIN THE R-1 ZONE ON A TOTAL OF 19.37 ACRES.

Property Owner: Challenger Development, Inc.

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

Case No. SFP26-000024

I. FINDINGS OF FACTS

1. **APPLICANT:** Matt Price, JUB

2. **PROPERTY OWNER:** Challenger Development, Inc.

3. **APPLICATION REQUEST:** Application for final plat approval of Chestnut Heights No. 3 consisting of 65 residential lots and 15 common lots within the R-1 zone on a total of 19.37 acres.

4. **SITE ADDRESS AND LOCATION:** The subject site is located on the SEC of Homedale Rd. and Florida Avenue, with a property address of 0 S. Florida Ave., described as a portion of NE ¼ Section 11, T3N, R3W.

5. **ASSESSOR PARCEL NUMBER(S):** R3272900000; R3272201100; R3272200000

6. **PROPERTY SIZE:** Approximately 19.37 acres, more or less

7. **PUBLIC NOTICING:** The planning and zoning department notifies all political subdivisions providing services within the planning jurisdiction, including school districts who will be impacted by any changes that have been proposed from what was originally approved on the preliminary plat.

   Review of the final plat submitted determined there were no modifications proposed that would necessitate additional public agency notifications.

8. **PRELIMINARY PLAT AND DEVELOPMENT** The preliminary plat approval for Chestnut Heights Subdivision (SUB21-000038-PP) was signed by the City Council on 4/4/2022. There was a Time Extension approved on 03/06/2024, making the new expiration date 10/04/2025. Phase 1 was approved by

BACKGROUND AND HISTORY: Council on 10/21/2024 and was recorded on 01/13/2025. Phase 2 was approved by Council on 11/4/2024 and was recorded on 6/18/2026.
This phase consists of 19.37 acres and includes 65 single-family residential lots.

9. **APPLICABLE REGULATIONS AND GUIDING DOCUMENTS:**
   a. City of Caldwell Zoning Ordinance No. 1451, as amended
   b. City of Caldwell Subdivision Ordinance, as amended
   c. Idaho Code, Title 67, Chapter 65, Local Planning Act

10. **STAFF REVIEW AND ANALYSIS:**

Residential Type	# of Lots				
	PP	FP No 1	FP No 2	FP No 3	Remaining
Single-Family Detached	203	40	51	65	47
Common Lots	31	14	14	15	n/a

Non-Residential					
	PP	FP No 1	FP No 2	FP No 3	Remaining
Open Space Acreage	4.27 AC	1.20 AC	1.49 AC	1.15 AC	0.43 AC
Amenities Approved	Playground Picnic Shelter Basketball Court	-	-	Playground Picnic Shelter	Basketball Court

Staff Comment: *Construction drawings and the proposed final plat have been reviewed for conformance with city codes and with the approved preliminary plat. The planning and zoning Department, in consultation with the engineering department, have determined the final plat is compliant with city code, as well as with the approved preliminary plat.*

11. **CITY COUNCIL DECISION:**

Regarding the request for a final plat approval for Chestnut Heights No. 3, a residential subdivision with 65 single-family lots and 15 common lots in an R-1 (Low Density Residential) zone on approximately 19.37 acres on Parcels R3272200000, R3272201100, R3272901000, located in the NE ¼ Section 11, T3N, R3W, the subject application was placed on the 9/8/2025 City Council consent agenda for consideration.

Based upon the information received and the record of evidence presented, the City Council voted to **APPROVE** the request for final plat approval, subject to the conditions herein. In approving the requests, the City Council concluded the following:

1. The final plat is compliant with city code; and
2. The final plat is in compliance with the approved preliminary plat.

II. CONCLUSIONS OF LAW

1. The City of Caldwell has provided for the processing of Land Use permits authorized by Chapter 65, Title 67, Idaho Code, pursuant to Chapter 10 Zoning Regulations and Chapter 11 Subdivision Regulations.

2. The record includes, but is not limited to all files, application documents, public notices, public comments and testimony, staff reports and memos, presented evidence and exhibits, public hearing written minutes and audio, and the signed Findings of Facts, Conclusions of Law, and Decision.

3. The City Council is authorized to approve, approve with conditions, approve with modifications, or deny final plats in accordance with Section 11-02-03 (2) D of Caldwell City Code.

4. The City Council reviewed and considered all records, evidence, testimony, facts presented, applicable code standards, and approval criteria as specified within Caldwell City Code in making their decision.

III. CONDITIONS OF APPROVAL

NOTE: Any conditions removed by the governing body will be shown in a strikethrough. Any conditions added by the governing body will be shown as underlined.

The approval of the application requests for (SFP26-000024), are subject to the adherence of the following conditions:

A. Site Specific Requirements:

1. All conditions for entitlements associated with (SUB21-000038-PP) shall apply.

B. General Requirements:

1. Development of the subject property shall be in conformance with all municipal codes, policies, standards, and regulations of the City of Caldwell, unless specifically stated otherwise in a Development Agreement or in the Order of Decision. **NOTE:** *Failure to identify a code violation during the review of the plans DOES NOT give the applicant the right or permission to violate any codes, policies, standards and/or regulations.*
2. If any term or provision of this decision, to any extent, is held invalid or unenforceable, the remaining terms and provisions hereof shall not be affected thereby, but each such remaining term and provision shall be valid and enforced to the fullest extent permitted by law.
3. Any nuisances existing on the property (weeds, trash, debris, etc) shall be resolved and in compliance with city codes prior to the approval of any construction drawings and/or issuance of building permits.
4. Any changes to the plans and specifications upon which this approval is based, other than those required by the above conditions, will require submittal of an application for modification and approval of that application prior to commencing any change.
5. All improvements and operations shall comply with applicable local, state and federal requirements and procedures whether specifically addressed in the analysis of this application or not.
6. Fencing: Fencing must comply with Caldwell City Code Section 10-02-07.
7. Approval: This approval is for the application(s) specified herein only. Additional permits, licenses and approvals may be necessary.
8. Solid Waste Disposal: All solid waste receptacles utilized during development and/or construction shall be provided by the same company with which the City of Caldwell has an exclusive contract.
9. Business Licensing: All businesses operating within the corporate limits of the city shall obtain a business permit license prior to commencing business operations.

C. Site Design and Development Standards:

1. General: All new construction shall comply with the current height, setback, and area schedule in effect at the time the building permit is filed, excluding setbacks, height, and/or area schedule requirements approved through a planned unit development, special use permit and/or development agreement.

2. Stormwater: Strict adherence to the "Caldwell Stormwater Management Manual", as adopted by the city council as well as any subsequent adopted updates, is required. **NOTE:** *Any modifications necessary to the original approved stormwater design where additional stormwater retention or detention facilities are required, or where the approved retention and detention facilities are required to be expanded, still requires adherence to the requirements for minimum open space, landscape buffers, lot sizes and setbacks.*

D. Engineering Department Conditions:

The following items shall be completed prior to the City Engineer signing the final plat. Said items cannot be deferred by posting a financial security:

1. Water System: The final plat cannot be signed until the water system has been constructed, pressure tested and clean water samples received.

2. Sewer System: The final plat cannot be signed until the sewer system has been constructed, pressure tested, CCTV video has been submitted and approved and interim as-builts have been approved by the Engineering Department.

3. Pressurized Irrigation System: The final plat cannot be signed until the pressure irrigation system within the public right-of-way has been constructed and pressure tested.

4. Storm Drain System: The final plat cannot be signed until the storm drain system located within the public right-of-way has been constructed, passed visual inspection, and interim as-builts have been approved by the Engineering Department.

5. All-Weather Surfaces: The final plat cannot be signed until all-weather surfaces are in place, compaction test results have been submitted and approved for roadways and emergency accesses and, if paved, core sample results have been submitted and approved.

6. Street Signs: The final plat cannot be signed until all street signs have been installed to City standards and approved.

7. Construction Security: Construction security (compliant with current City Code requirements) must be provided for all items which are not among the items listed above, and which are not yet completed before the City Engineer can sign the final plat. The City must be in agreement on a construction security amount for those improvements.

8. Final Plat Review: The final plat drawing shall be submitted to the Engineering Department for review prior requesting signatures on the final plat. Adequate review time (no less than 30 days) shall be provided by the Applicant. Final plats submitted for review must meet all State statutes and City codes, policies, and ordinances.

9. Addressing: In an effort to expedite the addressing process of the final plat, applicants shall submit electronic copies of the final plat, in both PDF and AutoCAD format, to the Engineering and Mapping departments as soon as possible.

E. Fire Department Conditions:

1. All requirements from the Fire Department for access, turnarounds, emergency access, water supply, fire hydrants, etc. shall be met in the development and/or platting of the subject property.

2. Final approval of the location and number of fire hydrants within the development shall be determined by the Fire Marshal and take place by phase at the time of submittal of applicable construction drawings for each phase.

F. Mapping Department Conditions:

1. Approved Subdivision Name. No changes to an approved subdivision name shall occur unless a request is initiated through the filing of an application for a "Subdivision Name Change Request", and subsequently reviewed and approved the Mapping and Planning and Zoning Department, at an administrative staff level. In making application, the application shall file a completed application with the Planning and Zoning Department on forms prescribed by the department accompanied by such data and information necessary to assure the fullest presentation of facts, as determined by the Planning Director.

a. Subdivision Name Change Requests; Prior to Final Plat Submission: If approved, an amended preliminary plat will need to be submitted to the Planning and Zoning Department with the reflected subdivision name change prior to the approval of construction drawings. All construction drawings and final subdivision plats shall reflect the new approved subdivision name.

b. Name Change Requests; Prior to Final Plat Recording: If approved, an amended final plat drawings and mylars will need to be submitted to the Planning and Zoning Department with the reflected subdivision name change prior to signature of the final plat.

c. Name Change Requests; After Final Plat Recording: If approved, an amended final plat drawing indicating the new subdivision name OR an Affidavit of Correction indicating that the plat is otherwise known as "insert the new approved subdivision name", shall be recorded at the county recorder's office. Once the plat or affidavit is recorded, a copy of the recorded plat or affidavit shall be provided to the Planning and Zoning Department.

2. Approved Street Names, Street Layout, Lot and Block Numbering, and Subdivision Phasing Plan. No changes to the original approved street names, street layout and configuration, lot and block numbering, or subdivision phasing plan shall occur without prior approval from the City of Caldwell Mapping Division. Any substantial changes from what was originally approved may require additional public hearings.

G. Landscaping Specific Requirements:

1. Compliance: The applicant shall comply with all landscaping requirements based on Caldwell City Code.

2. Landscape Plan: The Landscape Plan **(Exhibit 1)** represents the approved landscape plan. Any changes to the landscape plan must be submitted to the City for review and approval prior to installation.

3. If the City determines that any such changes require additional public comment due to potential impacts on surrounding property or the community, or that such change is a substantial enough change from the landscape plan presented to the public, a public hearing shall be held on the proposed changes and notice shall be provided as required by the City.

4. Landscape Maintenance: All landscaping and screening devices shall be maintained in an attractive, live, safe and healthy manner.

5. Subdivisions: The home owner's association is responsible for maintaining all common area landscaping and screening devices within a subdivision, development, and/or the subject property.

6. Parking Lot Landscaping: Linear grouping of parking spaces shall not exceed twelve (12) in a row, without the installation of an interior landscape planter island. Landscape planter islands shall contain a minimum of sixty (60) square feet of area when serving a single row of parking. Landscape planter islands shall contain a minimum of one hundred twenty (120) square feet of area when accommodating a double row of parking spaces. Islands shall contain a minimum of one Class 1 or 2 tree and shall be covered with a combination of low shrubs, lawn or other vegetative or nonvegetative ground cover if wet landscaping is utilized. If dry landscaping is utilized, the island shall be covered with rock ground cover and a minimum of one boulder and there shall be no requirement for vegetation. Class 3 trees are prohibited in the interior planter islands.

7. Street Landscape Buffers: The street landscape buffers shall contain a mixture of sod, trees (deciduous and evergreen), shrubs, lawn, vegetative and non-vegetative ground cover so that the entire buffer area is covered. Plantings shall meet or exceed the minimum plant sizes as follows:

TYPE	**MINIMUM (at planting)**
Sod Grass	70% of the buffer area
Evergreen trees	6-to-7-foot in height
Ornamental trees	2-inch caliper
Shade trees	2-inch caliper
Shrubs	2-gallon
Perennials	2-gallon
Ground Cover	1-gallon

H. Subdivision Specific Requirements:

1. Cluster Mailboxes: The development shall utilize cluster mailboxes for delivery of mail. Individual mailboxes shall not be allowed. A cluster mailbox placement plan shall be submitted to the Planning and Zoning department showing coordination with the United States Postal Services prior to submitting the construction drawings.
2. Subdivision Construction Signage: At the time of development a "rules and regulations" sign shall be posted and maintained at the entryways to the project until it is fully developed and build out is complete. The signs would be intended for subcontractors performing work and should include: a) no dogs; b) no loud music; c) no alcohol or drugs; d) no abusive language; e) disposal of personal trash and site debris; f) daily cleanup of any mud and/or dirt that is deposited from the construction parcel onto streets; g) installation of a temporary construction fence that would keep debris from being blown off site by the wind; h) no burning of construction or other debris on the property.
3. Plat Expirations:

   Final plats must be recorded for a single-phase development or for the first phase of a multi-phase development within twenty-four (24) months of the date of signature on the approving order of decision for the final plat. For phased subdivisions, see 11-02-02 (1).
4. Phased Subdivisions: The subdivider may file and obtain acceptance of successive final plats for continuous segments of the approved preliminary plat without reapplication for preliminary plat approval, provided that final plats are recorded in successive intervals of not more than two (2) years each, as measured from the date of recordation of the prior phase final plat, and provided that "city code", as herein defined, and any subsequent amendments as adopted by the city before, during or after preliminary plat approval, is followed in all design, engineering plans, construction and final plats for all phases, with the exception of lot sizes, lot dimensions, setbacks, number of lots and any exceptions approved at the time of preliminary platting, which shall remain as indicated in the preliminary plat order of decision and/or development agreement.
5. Approved Subdivision Name. No changes to an approved subdivision name shall occur unless a request is initiated through the filing of an application for a “Subdivision Name Change Request”, and subsequently reviewed and approved the Mapping and Planning and Zoning Department, at an administrative staff level. In

making application, the application shall file a completed application with the Planning and Zoning Department on forms prescribed by the department accompanied by such data and information necessary to assure the fullest presentation of facts, as determined by the Planning Director.

a. *Subdivision Name Change Requests; Prior to Final Plat Submission:* If approved, an amended preliminary plat will need to be submitted to the Planning and Zoning Department with the reflected subdivision name change prior to the approval of construction drawings. All construction drawings and final subdivision plats shall reflect the new approved subdivision name.

b. *Name Change Requests; Prior to Final Plat Recording:* If approved, an amended final plat drawings and mylars will need to be submitted to the Planning and Zoning Department with the reflected subdivision name change prior to signature of the final plat.

c. *Name Change Requests; After Final Plat Recording:* If approved, an amended final plat drawing indicating the new subdivision name OR an Affidavit of Correction indicating that the plat is otherwise known as "insert the new approved subdivision name", shall be recorded at the county recorder's office. Once the plat or affidavit is recorded, a copy of the recorded plat or affidavit shall be provided to the Planning and Zoning Department.

6. Approved Street Names, Street Layout, Lot and Block Numbering, and Subdivision Phasing Plan: No changes to the original approved street names, street layout and configuration, lot and block numbering, or subdivision phasing plan shall occur without prior approval from the City of Caldwell Mapping Division. Any substantial changes from what was originally approved may require additional public hearings.

IV. ORDER OF DECISION

The Council, based upon the testimony and evidence in record in this matter and upon findings of fact and conclusions of law set forth herein DOES HEREBY DETERMINE AND DECIDE AS FOLLOWS: the request for a final plat approval for Chestnut Heights Subdivision No. 3, a residential subdivision with 65 single-family lots and 15 common lots in an R-1 (Low Density Residential) zone on approximately 19.37 acres on Parcel(s) R3272200000, R3272201100, R3272901000, located in the NE ¼ Section 11, T3N, R3W, is **APPROVED SUBJECT TO THE CONDITIONS OF APPROVAL LISTED HEREIN.**

These Findings of Fact, Conclusions of Law and Decision are for Chestnut Heights No. 3 approved and adopted by the Caldwell City Council on this date, September 8th, 2026.

_____ _____

Eric Phillips, Mayor Date of Decision

ATTEST:

_____

Kristina Buchan, City Clerk
City of Caldwell

EXHIBITS

- Application
- Narrative
- Vicinity Map
- Final Plat
- Approved Preliminary Plat
- Landscape Plan
- Open Space Exhibit

EXHIBIT 1
Application Documents

City of Caldwell
Community Development Department
Planning & Zoning Division
Phone: (208) 455-3021 | Web: www.cityofcaldwell.org

Master Land Use Application

I. Application Requests (check all that apply)

Please note that any land use action below marked with an asterisk (*) will require public hearing. Land use actions below marked with two asterisks (**) may require public hearing depending on the scope of project.

- ☐ Admin Director Determination
- ☐ Admin Development Review[2]
- ☐ Alternative Method of Compliance
- ☐ *Annexation w/ Zoning
- ☐ Business License (permit)
- ☐ **Certificate of Appropriateness
- ☐ *Comp Plan (Map) Amendment
- ☐ *Comp Plan (Text) Amendment
- ☐ *Deannexation
- ☐ **Design Review
- ☐ Development Agreement (new) *
- ☐ Development Agreement (modification)**
- ☐ Development Agreement (termination)*
- ☐ Home Occupation Permit (new)
- ☐ Home Occupation Permit (renewal)
- ☐ Lot Line / Boundary Line Adjustment
- ☐ Lot Split (administrative)
- ☐ Lot Split (simple)
- ☐ *Manufactured Home Community
- ☐ Mobile Food Unit (Individual)
- ☐ Outdoor Dining Permit
- ☐ Parcel Consolidation
- ☑ Performance Bonding
- ☑ Planned Unit Development (new)*
- ☑ Planned Unit Development (modification)**
- ☐ Public Art/Murals
- ☐ Rezone (zoning map amendment)
- ☐ Signs[1]
- ☐ Special Use Permit (new)*
- ☐ Special Use Permit (modification)**
- ☐ Special Use Permit (time extension)
- ☐ Subdivision Plat (prelim plat) *
- ☑ Subdivision Plat (final plat)
- ☐ Subdivision Plat (short plat)[3]
- ☐ Subdivision Plat (modification)**
- ☐ Subdivision Plat (renewal)
- ☐ Subdivision Plat (time extension)
- ☐ Temporary Use Permit (new)
- ☐ Temporary Use Permit (renewal)
- ☐ Traffic Impact Study Review
- ☐ *Vacation (easement, ROW, plat note)
- ☐ *Variance
- ☐ Zoning Ordinance (Text) Amendment

☐ Other, please describe: _____

[1]Freestanding, post/pole, or monument signs less than 6' in height. All other signs must be submitted through the building department.
[2] Used when not associated with other land use applications, when revisions to an approved (non-subdivision development) is being proposed, or when the land use schedules indicate the requirement for Administrative Development Review.

City of Caldwell
Community Development Department
Planning & Zoning Division
Phone: (208) 455-3021 | Web: www.cityofcaldwell.org

II. General Project / Site Information

Project or Development Name: *(for business licensing, use business name)*	Chestnut Heights Subdivision No 3
Site Address(s): *Upload separate attached sheet if more than six (6) site addresses*	0 S Florida Ave East of Florida Ave and East of Chestnut Phase No 1
Suite #s:	
Parcel #s:	R3272901000 R3272201100 R3272200000
Total Acres:	19.37
Prior Use of Property:	Vacant
Proposed Use of Property:	Single Family Housing Development with Community Amenities

Current Zoning of Subject Parcel(s): *(check all that apply)*

☐ RS-1	☐ C-1	☐ M-1	☐ D-CC	☐ A-D	☐ Property in County
☐ RS-2	☐ C-2	☐ M-2	☐ C-CB	☐ C-D	
☒ R-1	☐ C-3	☐ I-P	☐ T-N	☐ H-D	List County Designation:
☐ R-2	☐ C-4			☐ P-D	
☐ R-3	☐ H-C				

Proposed Zoning of Subject Parcel(s): *(check all that apply)*	■ No Change ☐ RS-1 ☐ RS-2 ☐ R-1 ☐ R-2 ☐ R-3	☐ C-1 ☐ C-2 ☐ C-3 ☐ C-4 ☐ H-C	☐ M-1 ☐ M-2 ☐ I-P	☐ D-CC ☐ C-CB ☐ T-N	☐ A-D ☐ C-D ☐ H-D ☐ P-D

Select the Overlay District for the Subject Parcel(s): *(check all that apply)*	■ Not in Overlay Zone ☐ APO-1 ☐ APO-2	☐ ED-1	☐ FP-1	☐ HD-1 ☐ HD-2 ☐ HD-3	☐ SO-1 ☐ SO-2 ☐ SO-3	☐ UD-1 ☐ UD-2 ☐ UD-3

City of Caldwell Comprehensive Plan Designation of Subject Parcel(s): *(check all that apply)*	☐ Neighborhood 1 ☐ Neighborhood 2 ☐ Neighborhood 3 ☐ Urban Neighborhood	☐ Downtown ☐ Mixed Use Center ☐ Community Center ☐ Special Purpose

Is/Are Subject Parcel(s) located within an "Area Hub" as indicated within the City of Caldwell Comprehensive Plan?	☐ Yes ■ No

III. Applicant Information

Note: If applicant is an LLC, proof of authorized signer will be required from the Secretary of State.

Name:	Matt Price
Company Name: *(if applicable)*	J-U-B Engineers, Inc
Mailing Address:	2760 W Excursion Lane, Ste 400 Meridian, ID 83642

Phone:	(208) 376-7330	**Email:**	mprice@jub.com

Applicant Relationship to Property Owner:	☐ Property Owner ■ Authorized Agent/Representative ☐ Purchaser ☐ Petitioner *(vacation requests only)*

IV. Property Owners' Information *(if different from applicant)*

Name:	Challenger Development, Inc - Shawn Brownlee
Mailing Address:	1977 E Overland Rd Meridian, ID 83642
Phone:	(208) 991-4931
Email:	shawn@trilogyIdaho.com

V. Contractor / Developer Information *(fill out, if applicable)*

Name:	Shawn Brownlee
Company Name: *(if applicable)*	Trilogy Development
Mailing Address:	9839 W Cable Car, Ste 101 Boise, ID 83709
Phone:	(208) 860-8371
Email:	shawn@trilogyidaho.com

VI. Architect Information *(fill out, if applicable)*

Name:	Unnown
Company Name: *(if applicable)*	
Mailing Address:	
Phone:	
Email:	

VII. Civil Engineer / Surveyor Information *(fill out, if applicable)*

Name:	Matt Price
Company Name: *(if applicable)*	J-U-B Engineers, Inc.
Mailing Address:	2760 W Excursion Lane, Ste 400 Meridian, ID 83642
Phone:	(208) 376-7330
Email:	mprice@jub.com

VIII. Landscape Architect Information *(fill out, if applicable)*

Name:	Kimberly Siegenthaler
Company Name: *(if applicable)*	JensenBelts Associates
Mailing Address:	1509 Tyrell Lane, Ste 130 Boise, ID 83706
Phone:	(208) 343-7175
Email:	ksiegenthaler@jensenbelts.com

IX. Applicant Acknowledgement

☑ By signing this application, I authorize employees/agents of the City to enter onto the property that is the subject of this application during regular business hours. The sole purpose of entry is to make an examination of the property that is necessary to process this application.

☑ I certify that I am the owner of this property, the owner's authorized agent/representative, or the petitioner (if for a vacation). If acting as an authorized agent or representative, I further certify that I have full power and authority to file this application and to perform, on behalf of the owner, all acts required to enable the jurisdiction to process and review such an application. I will comply with all provisions of the law and ordinance governing this type of application.

City of Caldwell
Community Development Department
Planning & Zoning Division
Phone: (208) 455-3021 | Web: www.cityofcaldwell.org

☑ I certify that the information furnished by me as part of this application is true and correct to the best of my knowledge.

I certify that I am the:

☐ Property Owner ☑ Authorized Agent / Representative ☐ Petitioner (Vacations Only)

Matt Price
Applicant / Applicant's Representative Printed Name

5/11/2026
Date

Matt Price
Applicant / Applicant's Representative Signature

City of Caldwell
Planning & Zoning Department
621 Cleveland Blvd., Caldwell, ID 83605 | PZ@cityofcaldwell.org | 208-455-3021

FINAL PLAT CHECKLIST

Upon receipt of this application, staff will review the project to confirm that all pre-requisite application type(s) have been submitted, reviewed, and approved. The following items must be submitted for the application to be considered complete.

- *Final plat applications may be submitted concurrently with the submission of civil construction drawings.*
- *Final plat applications are submitted to the Planning and Zoning Department.*
- *Civil construction drawings are submitted to the Engineering Department.*

1. FORMAT AND GENERAL INFORMATION REQUIRED

Applicant	Description	Staff
☒	Caldwell Master Development Application	☐
☒	If the signatory on this application is not the owner of the property, an original notarized statement (affidavit of legal interest) from the owner stating the applicant is authorized to submit this application is required.	☐
☒	Associated Fee(s): as listed on the Development Review Fee Schedule	☐
☒	A completed copy of this checklist (check each box)	☐
☒	Provide a copy of a current title report, or warranty deed for the subject property	☐
☒	Provide a project narrative addressing any conditions of approval or changes from the approved preliminary plat.	☐
☒	One (1) full size copy of the approved preliminary plat (pdf format).	☐
☐ incl. ☒ n/a	One (1) full size copy of an amended preliminary plat in pdf format (if changes from the approved preliminary plat are being proposed)	☐
☒	One (1) full size copy of the final plat (pdf format)	☐
☒	One (1) georeferenced ArcMap-compatible file, such as a zipped shapefile, of the final plat shall be submitted with construction drawings to the engineering department.	☐
☒	The final plat drawing(s) shall be submitted in digital form using .dwg drawing file format and shall be spatially referenced to the Idaho state plane coordinate system - west zone, North American datum (NAD) 83.	☐
☒	One (1) copy of the final plat shall be a reproducible Mylar copy, suitable for blue line reproduction, and shall be submitted to the engineering department.	☐

☒	Provide a copy of the Order of Decision for the preliminary plat	☐
☐ incl. ☒ n/a	Provide a copy of the Development Agreement (if applicable)	☐
☒	General formatting: The final plat shall be drawn to an accurate scale having not more than one hundred feet to an inch (100' = 1") and shall be in a high-resolution format that is clear and legible. All final plats to be offered for recording shall be in accordance with Idaho Code title 50, chapter 13, and city code.	☐
☒	All final plat sheets shall be 24" x 36" with an appropriate, readable scale.	☐
	☒ Orient plat so that north is to the top or left-hand side of sheet.	☐
	☒ Provide north arrow, graphic scale, and written scale.	☐
	☒ Provide a vicinity map in the same orientation of plat showing subject property.	☐

2. FINAL PLAT REQUIRED CONTENT

Applicant	Description	Staff
☒	Designate a title block in the lower, right-hand corner of the plat document. The title block shall contain the name of the subdivision and its location by number, section, township, range and county, date of preparation, and plat type.	☐
☒	Surveyor Information: Plat shall contain the name, address and official seal of the professional land surveyor preparing and stamping the plat.	☐
☒	Include the number of lots for each residential, commercial, and/or industrial type land use; the number of common open space lots; acreage; and the number of dwelling units for each type.	☐
☒	Plat shall include a statement in accordance with Idaho Code section 50-1334 as to the water system being utilized.	☐
☒	For multiple page plats, indicate the sheet number for each page of the plat as: Sheet [#] of [Total #].	☐
☒	Boundaries of the tract to be subdivided fully balanced and closed, showing all bearings and distances, determined by an accurate survey in the field. All dimensions shall be expressed in feet and decimals thereof.	☐
☒	Any excepted parcel(s) within the plat boundaries shall show all bearings and distances, determined by an accurate survey in the field. All dimensions shall be expressed in feet and decimals thereof.	☐
☒	Location and description of cardinal points to which all dimensions, angles, bearings, and similar data on the plat shall be referenced.	☐
☒	Reference by dimension and bearing to a combination of two (2) section corners, quarter section corners, or recorded monuments.	☐
☒	Provide a legend for all abbreviations, graphic symbols, and line types used.	☐

Applicant	Description	Staff
☒	Name, right of way lines, courses; lengths and widths of all public streets, pathways, and utility easements; all linear curves for street centerlines and property lines shall include the following information: (A) Radii. (B) Central angle. (C) Arc length. (D) Points of tangency. (E) Long chord, length and bearing.	☐
☒	All proposed easements for access provided for public services, utilities, or public pathways, and any limitations of the easements, as well as dimensions, bearings, widths, and use indicated. Any existing recorded easements on the subject property shall also be shown with use, width, dimensions, bearings and applicable instrument numbers.	☐
☒	All lots shall be numbered by consecutive numbers throughout the plat. "Exceptions" or areas not designated as a lot shall be so designated, lettered or named and clearly dimensioned. Both square footage and acreage of every lot within the subdivision shall be noted.	☐
☒	Location, dimensions, bearings, radii, arcs and central angles of all sites to be dedicated to the public shall be clearly indicated and the intended use specified.	☐
☒	Certification and signature by the professional land surveyor preparing said plat certifying to the accuracy of the survey and plat and that the monuments described in it have been located as described.	☐
☒	Certification, acknowledgment, and signature by the owner including dedication of all streets, rights of way and any sites for public use, and granting of any existing or proposed easements, including acknowledgment of such.	☐
☒	Certification and signature of the county surveyor verifying that the accuracy of the plat complies with the requirements of Idaho Code.	☐
☒	Signature block for city engineer verifying that final plat complies with Idaho Code, title 50 and with city code.	☐
☒	Signature block for city clerk verifying council approval of said final plat.	☐
☒	Certification and signature of the health department verifying approval of sewer and water facilities as required by Idaho Code, title 50, chapter 13.	☐
☒	Certification of county treasurer as required by Idaho Code, title 50, chapter 13.	☐

3. SITE DATA

Applicant	Description	Staff
☒	Complete the data table below.	☐

Total Acreage of Site:	19.37 AC	Total Acreage of Any Out-Parcels:	0
Residential / Multi-Family Information:			
Total # of Lots:	80	Total # of Dwelling Units:	65
# of Residential Lots	65	# of Single-Family (detached or townhomes):	0
# of Common Lots	15	# of Duplex Dwelling Units:	0
Total Acreage of Common Lots:	2.04	# of Triplex Dwelling Units:	0
Minimum Lot Size:	8,001 SF	# of 4-, 5-, or Six Family Dwelling Units:	0
Maximum Lot Size:	9,512 SF	# of Multi-Family Dwelling Units:	0
Average Lot Size:	8,064 SF	Dwelling Units per Gross Acre:	0
Minimum Street Frontage:	76.20	Minimum Lot Width:	76.20
Commercial / Industrial Information:			
# of Commercial Lots:	0	Total Gross Square Feet of Commercial Buildings:	0
# of Industrial Lots:	0	Total Gross Square Feet of Industrial Buildings:	0

APPLICANT ACKNOWLEDGMENT

By signing below, I acknowledge:

☒ All items on the checklist are included in the submittal package.

☒ All documents are single sided and high-resolution.

☒ All submittal information included within the checklist and the application are, to the best of my knowledge, complete and accurate.

☒ I am aware that my civil construction drawings WILL NOT be approved until all outstanding items have been addressed and the final plat has been heard by City Council.

Matt Price

Printed Name

5/11/2026

Date

Matt Price

Signature

The applicant is the:

☐ Property Owner

☒ Property Owner's Agent/Representative

May 7, 2026

City of Caldwell
Planning and Zoning Department
205 S 6th Ave
Caldwell, ID 83605

RE: Chestnut Heights Subdivision No 3 | Final Plat Review Application

Dear Planning and Zoning Team,

We are pleased to submit the enclosed Final Plat Review Application associated with Chestnut Heights Subdivision No 3. J-U-B Engineering will be representing the landowner, Endurance Holdings, as the applicant/development for this request. The property is generally located east of Florida Ave, and east of Phase 1. Also south of Homedale Rd, and south of Phase 2, in Caldwell. Parcel numbers are R3272901000, R327220101100 and R3272200000. The proposed final plat for Chestnut Heights No 3 consists of 65 residential lots on approximately 19.37 acres. The average lot size will be 8,064 sf with a minimum lot size of 8,001 sf. The property is currently zoned R-1 and located in Canyon County.

The specific provisions requested in the final plat application are intended to be addressed int the plat and construction documents as described below:

- The final plat conforms to the approved preliminary plat.
- The final plat conforms to the applicable provisions of the City of Coldwell code.
- The final plat and development plans conform to best management practices and acceptable surveying, engineering, and landscape architectural practices, and local standards.

The enclosed applications have been submitted in accordance with the requirements of the City of Caldwell. As you complete your review, please let me know if you need anything else. I can be reached at mprice@jub.com or (208) 376-7330.

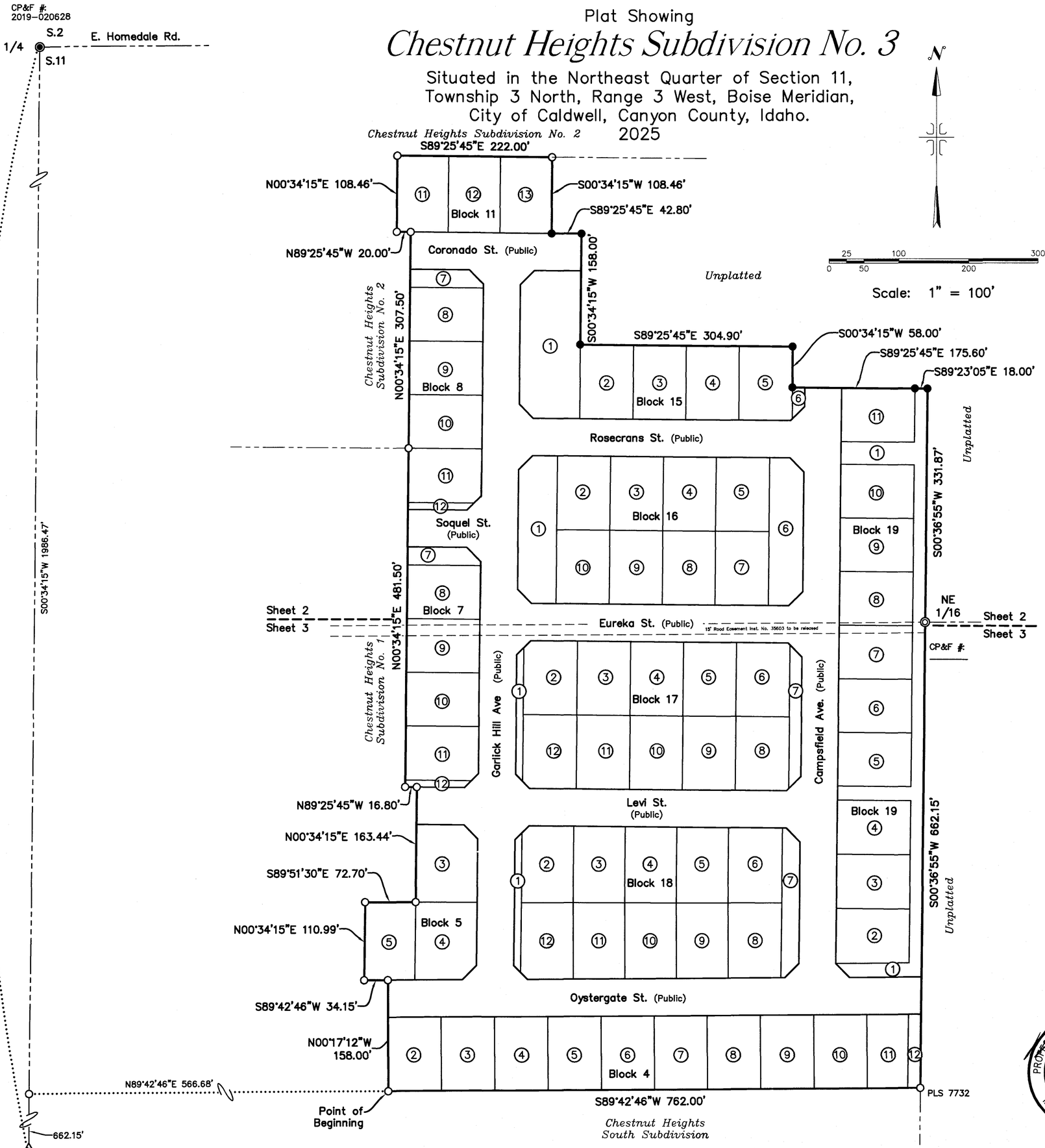
Sincerely,

Matt Price, P.E.
J-U-B Engineers, Inc.

Plat Showing

Chestnut Heights Subdivision No. 3

Situated in the Northeast Quarter of Section 11,
Township 3 North, Range 3 West, Boise Meridian,
City of Caldwell, Canyon County, Idaho.
2025



Notes:

1. Any resubdivision of this plat shall comply with the applicable zoning regulations in effect at the time of resubdivision.
2. Building setbacks and dimensional standards in this subdivision shall be in compliance with the applicable zoning regulations of the City of Caldwell.
3. All lot, parcel, and tract sizes shall meet dimensional standards established in the applicable zoning ordinance or as specifically approved.
4. The availability of building permits for this development may be limited pursuant to Caldwell City Code 11–04–07(I) which limits the number of building permits that may be issued prior to final completion of the development. Applicant shall disclose to lot purchasers whether the issuance of building permits is in fact restricted by Caldwell City Code 11–04–07(1)(I) and lot purchasers are encouraged to contact the Caldwell City Building Department prior to closing.
5. Restrictive covenants will be in effect for this subdivision.
6. This development recognizes Idaho Code Section 22–4503, Right to Farm Act, which states: "No agricultural operation, agricultural facility or expansion thereof shall be or become a nuisance, private or public, by any changed conditions in or about the surrounding nonagricultural activities after it has been in operation for more than one (1) year, when the operation, facility or expansion was not a nuisance at the time it began or was constructed. the provisions of this section shall not apply when a nuisance results from the improper or negligent operation of an agricultural operation, agricultural facility or expansion thereof."
7. Irrigation water will be provided by Caldwell Municipal Irrigation District in compliance with Idaho Code Section 31–3805(1)(b). All lots within this subdivision will be entitled to irrigation rights, and will be obligated for assessments from Caldwell Municipal Irrigation District.
8. Maintenance of any irrigation or drainage pipe or ditch crossing a lot is the responsibility of the lot owner unless such responsibility is assumed by an irrigation/drainage entity.
9. Lot 1, Block 15 and Lots 1 & 6, Block 16 contain storm drain facilities. The homeowners association is responsible for all storm drainage facilities outside the public right–of–way, including all routine and heavy maintenance.
10. This subdivision is located in Zone X of the unprinted Flood Insurance Rate Map No. 16027C0375F which bears an effective date of May 24, 2011 and is not in a Special Flood Hazard Area.
11. Direct lot access to Homedale Road, Moss Lane, and South Florida Avenue is prohibited unless specifically approved by the City of Caldwell.
12. Lot areas depicted hereon are for convenience, and are subordinate to the dimensions of the lots.
13. A ten (10) foot wide permanent public utilities, property drainage and pressure irrigation easement is hereby designated along all lot lines common to a public right–of–way, along the subdivision boundary, and rear lot lines, unless otherwise delineated and referenced.
14. Lots 11 & 12, Block 4; Lots 7 & 12, Block 7; Lots 7 & 12, Block 8; Lots 1 & 6, Block 15; Lots 1 & 6, Block 16; Lots 1 & 7, Block 17; Lots 1 & 7, Block 18; and Lot 1, Block 19 are common lots to be owned and maintained by The Chestnut Heights Homeowners Association or its assigns, and are reserved for use as stated within the restrictive covenants for the subdivision.
15. All common lots are subject to a blanket public utilities, property drainage and irrigation easement.
16. Lot 1, Block 19, and Lot 12, Block 4, contain a pathway to be owned and maintained by the Chestnut Heights Homeowners Association, and are subject to a ten (10) foot wide public access easement centered on the physical pathway.
17. No easement created hereon shall preclude the construction and maintenance of hard–surfaced driveways, landscaping (except trees), parking, or other such non–permanent improvements. All easements created hereon are non–exclusive and any future use for new facilities shall not interfere with the use of existing improvements or facilities.
18. All easements are parallel (or concentric) to the lines (or arcs) that they are dimensioned from, unless otherwise noted.
19. The rights–of–way for public streets shown hereon are to be dedicated to the public (see Owners Certificate for dedication).

Legend

◉ Found Aluminum Cap Monument	Subdivision Boundary Line
○ Found 5/8" Iron Pin, PLS 17665 or as noted	Section Line
● Set 5/8" x 24" Iron Pin with Plastic Cap, "ISG PLS 11334"	Right–of–Way Line
◎ Set 5/8" x 24" Iron Pin with Aluminum Cap	Lot Line
△ Point Not Set or Found	Parcel Line
(1) Lot Number	Tie Line
	Match Line

Surveyors narrative:

The purpose of this survey is to subdivide the property shown hereon. The boundary lines and subdivision lot lines were provided by Jua Engineers in conjunction with the approved preliminary plat. The monuments found in Chestnut Heights Subdivision No. 1, Chestnut Heights Subdivision No. 2, Chestnut Heights South Subdivision, and Record of Survey 2006–17972 were found and accepted. The basis of bearing system is: ROS 200617972

Reference Documents:

ROS Inst. No.s: 200404641 & 200617972.
Subdivisions: Chestnut Heights South Subdivision, Chestnut Heights Subdivision No. 1–2.
Deeds: 35603, 2006102696, 2019–018090, 2021–059341, 2022–042203, 2023–020943, & 2024–017369.

Book Page

City of Caldwell
APPROVED FOR CONSTRUCTION

These plans and/or specifications have been reviewed for compliance with the City of Caldwell specifications. This review does not relieve the owner, engineer, or contractor of the responsibility to design and/or construct these facilities in accordance with all applicable laws, rules, regulations, ordinances, codes of decisions. Limited review only for compliance with City of Caldwell standards. Any revision or deviation from approved plans must be reviewed and approved by the City. Any inconsistencies found by the City during construction will require these approved plans will require a resubmittal for a full review and approval.

Name

PROFESSIONAL LAND SURVEYOR LICENSED 11334 3/12/2025 STATE OF IDAHO MICHAEL S. BYRNS

Job No. 24–133
Sheet 1 of 5

IDAHO SURVEY GROUP, LLC
9939 W. EMERALD ST.
BOISE, IDAHO 83704
(208) 846-8570
WWW.IDAHOSURVEY.COM

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Chestnut Heights Subdivision No. 3

Chestnut Heights Subdivision No. 2

Chestnut Heights Subdivision No. 2

Unplatted

Unplatted

Block 11 — Block 8 — Block 15 — Block 16 — Block 19 — Block 7 — Block 12

Coronado St. (Public) — Soquel St. (Public) — Garlick Hill Ave. (Public) — Rosecrans St. (Public) — Campsfield Ave. (Public) — Eureka St. (Public)

Scale: 1" = 50'

Legend

- Found 1/2" Iron Pin, PLS 17665
- Found 5/8" Iron Pin, PLS 17665
- Set 5/8" x 24" Iron Pin with Aluminum Cap
- Set 5/8" x 24" Iron Pin with Plastic Cap, "ISG PLS 11334"
- Set 1/2" x 24" Iron Pin with Plastic Cap, "ISG PLS 11334"
- (1) Lot Number
- Subdivision Boundary Line
- Right-of-Way Line
- Lot Line
- Parcel Line
- Centerline
- Utility Easement Line
- Match Line
- 10' Public Access Easement Lines Centered on Pathway
- sf Square Feet

Line Table This Sheet Only		
Line	Bearing	Length
L22	N45°34'15"E	28.28'
L23	N45°34'15"E	14.14'
L24	N45°34'15"E	14.14'
L25	S45°35'35"W	28.30'
L26	N45°35'35"E	3.44'
L27	N45°35'35"E	24.85'
L28	S00°36'55"W	27.00'

City of Caldwell
APPROVED FOR CONSTRUCTION

These plans and/or specifications have been reviewed for compliance with the City of Caldwell Code. Such review does not relieve the owner, engineer or contractor of the responsibility to design and construct these facilities in compliance with all current applicable federal, state, and local laws, rules, regulations, ordinances, codes or other development agreements, or specifications. Infrastructure not isolated by City staff shall not be constructed/approved unless specifically addressed as a variance and approved by City Council as a variance. The City reserves the right to correct provisions of said document and publish a new if inconsistencies are not noted by the City and resubmittal of these approved plans will require review and approval.

Name: Martin Gergen

Book Page

Job No. 24-133
Sheet 2 of 5

IDAHO SURVEY GROUP, LLC
9939 W. EMERALD ST.
BOISE, IDAHO 83704
(208) 846-8570
WWW.IDAHOSURVEY.COM

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Chestnut Heights Subdivision No. 3

Sheet 2
Sheet 3

NE 1/16

CP&F #:

Sheet 2
Sheet 3

Unplatted

Chestnut Heights Subdivision No. 1

Garrick Hill Ave (Public)

Eureka St. (Public)

15' Road Easement Inst. No. 35603 to be released

Campsfield Ave. (Public)

Levi St. (Public)

Oystergate St. (Public)

Chestnut Heights South Subdivision

Block 7
Block 17
Block 18
Block 19
Block 5
Block 4

Point of Beginning

PLS 7732

N

Scale: 1" = 50'

Legend

- Found 1/2" Iron Pin, PLS 17665
- Found 5/8" Iron Pin, PLS 17665, or as noted
- Set 5/8" x 24" Iron Pin with Aluminum Cap
- Set 5/8" x 24" Iron Pin with Plastic Cap, "ISG PLS 11334"
- Set 1/2" x 24" Iron Pin with Plastic Cap, "ISG PLS 11334"
- (1) Lot Number
- Subdivision Boundary Line
- Right-of-Way Line
- Lot Line
- Parcel Line
- Centerline
- Utility Easement Line
- 10' Public Access Easement Lines Centered on Pathway
- Match Line
- sf Square Feet

Line Table This Sheet Only

Line	Bearing	Length
L1	S44°51'30"E	28.07'
L2	N44°51'30"W	14.04'
L3	N44°51'30"W	14.03'
L4	S45°34'15"W	28.28'
L5	N45°34'15"E	14.14'
L6	N45°34'15"E	14.14'
L7	N45°34'15"E	28.28'
L8	N45°34'15"E	14.14'
L9	N45°34'15"E	14.14'
L10	N44°25'45"W	28.28'
L11	S45°25'45"E	14.14'

Line Table This Sheet Only

Line	Bearing	Length
L12	S44°25'45"E	14.14'
L13	N45°34'15"E	28.28'
L14	N45°34'15"E	14.14'
L15	N45°34'15"E	14.14'
L16	N44°24'25"W	28.27'
L17	S44°24'25"E	3.79'
L18	S44°24'25"E	24.48'
L19	S45°35'35"W	28.30'
L20	N45°35'35"E	4.02'
L21	N45°35'35"E	24.28'

Reviewed by City of Caldwell

APPROVED FOR CONSTRUCTION

These plans and/or specifications have been reviewed for compliance with the City of Caldwell specifications. This review does not relieve the owner, engineer, or contractor of the responsibility to design and/or construct in accordance with and compliance with all current applicable federal, state, and City laws, rules, regulations, ordinances, codes, standards, and development agreements, or specifications and standards which are not isolated by City staff shall not be construed as approval unless specifically addressed as a waiver and granted by City Council as a variance. The City reserves the right to enforce provisions of said document and policies even if inconsistencies are not noted by the City. Any revisions of these approved plans will require a submittal for a full review and approval.

PROFESSIONAL ENGINEER / LAND SURVEYOR
11334
7/1/25
STATE OF IDAHO
MICHAEL S. BYRNS

Name: Martin Gergen

See Sheet 4 for Notes

Book Page

Job No. 24-133
Sheet 3 of 5

IDAHO SURVEY GROUP, LLC
9939 W. EMERALD ST.
BOISE, IDAHO 83704
(208) 846-8570
WWW.IDAHOSURVEY.COM

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Chestnut Heights Subdivision No. 3

Certificate Of Owners

Know all men by these presents: that Challenger Development Inc., an Idaho Corporation, is the owner of the real property described as follows:
To Wit:

A parcel of land situated in the northeast quarter of Section 11, Township 3 North, Range 3 West, Boise Meridian, City of Caldwell, Canyon County, Idaho, and being more particularly described as follows:

Commencing at the north quarter–section corner of Section 11, Township 3 North, Range 3 West, Boise Meridian, which bears N00°34'15"E, 2648.62 feet from the center quarter–section corner of Section 11;
Thence S00°34'15"W, 1986.47 feet along the west line of the northeast quarter of Section 11;
Thence N89°42'46"E, 566.68 feet to the east boundary of Chestnut Heights Subdivision No. 1 (Book ____ of Plats at Page ____, records of Canyon County, Idaho), the POINT OF BEGINNING:

Thence N00°17'12"W, 158.00 feet along the boundary of Chestnut Heights Subdivision No. 1;
Thence S89°42'46"W, 34.15 feet along the boundary of Chestnut Heights Subdivision No. 1;
Thence N00°34'15"E, 110.99 feet along the boundary of Chestnut Heights Subdivision No. 1;
Thence S89°51'30"E, 72.70 feet along the boundary of Chestnut Heights Subdivision No. 1;
Thence N00°34'15"E, 163.44 feet along the boundary of Chestnut Heights Subdivision No. 1;
Thence N89°25'45"W, 16.80 feet along the boundary of Chestnut Heights Subdivision No. 1;
Thence N00°34'15"E, 481.50 feet along the boundary of Chestnut Heights Subdivision No. 1 to the boundary of Chestnut Heights Subdivision No. 2 (Book ____ of Plats at Page ____, records of Canyon County, Idaho);
Thence continuing N00°34'15"E, 307.50 feet along the boundary of Chestnut Heights Subdivision No. 2;
Thence N89°25'45"W, 20.00 feet along the boundary of Chestnut Heights Subdivision No. 2;
Thence N00°34'15"E, 108.46 feet along the boundary of Chestnut Heights Subdivision No. 2;
Thence S89°25'45"E, 222.00 feet along the boundary of Chestnut Heights Subdivision No. 2;
Thence S00°34'15"W, 108.46 feet;
Thence S89°25'45"E, 42.80 feet;
Thence S00°34'15"W, 158.00 feet;
Thence S89°25'45"E, 304.90 feet;
Thence S00°34'15"W, 58.00 feet;
Thence S89°25'45"E, 175.60 feet;
Thence S89°23'05"E, 18.00 feet;
Thence S00°36'55"W, 331.87 feet to the northeast sixteenth–section corner of Section 11;
Thence continuing S00°36'55"W, 662.15 feet to the boundary of Chestnut Heights South Subdivision (Book ____ of Plats at Page ____, records of Canyon County, Idaho);
Thence S89°42'46"W, 762.00 feet along the boundary of Chestnut Heights South Subdivision to the POINT OF BEGINNING.

The above–described parcel contains 19.37 acres, more or less.

It is the intention of the undersigned to hereby include the herein described property in this plat and to dedicate to the public, the public streets as shown on this plat. The easements created on said plat are not dedicated to the public, however, the right to use said easements is hereby reserved for the uses specifically depicted on the plat, and for any other purposes designated hereon, and no permanent structures, other than for such uses and purposes, are to be erected within the lines of said easements. All lots in this plat will be eligible to receive water service from the City of Caldwell, and the City of Caldwell has agreed in writing to serve all the lots within the subdivision.

In witness whereof, I have hereunto set my hand:
Challenger Development, Inc., an Idaho Corporation

_____
By: Corey D. Barton
Its: President

Acknowledgment

State of _____

County of _____

This record was acknowledged before me on this_____day of_____, 20____, by Corey D. Barton, as President of Challenger Development, Inc.
In witness whereof, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

_____ My Commission Expires: _____
Signature of Notary Public

Certificate of Surveyor

I, Michael S. Byrns, do hereby certify that I am a Professional Land Surveyor, licensed by the State of Idaho, and that the survey of this plat is correct, accurate, the monuments described herein have been located as described, and was surveyed in accordance with Idaho Code relating to plats and surveys.

City of Caldwell
APPROVED FOR CONSTRUCTION

These plans and/or specifications have been reviewed for compliance with the City of Caldwell specifications. This review does not relieve the owner, designer or contractor of the responsibility to design and construct facilities in compliance with all current applicable Federal, State and local laws, rules, regulations and ordinances. Any development agreement provisions, conditions of approval not isolated by City staff during the review process, unless specifically noted as a variance and granted by the City Council or Commission. The City retains the right to enforce provisions of said document and policies even if inconsistencies are not noted during the review process. These approved plans will require re-submittal for a full review and approval.

Name: Martin Gergen

Book Page

Job No. 24–133
Sheet 4 of 5

IDAHO SURVEY GROUP, LLC
9939 W. EMERALD ST.
BOISE, IDAHO 83704
(208) 846-8570
WWW.IDAHOSURVEY.COM

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Chestnut Heights Subdivision No. 3

Health Certificate

Sanitary restrictions as required by Idaho Code, Title 50, Chapter 13 have been satisfied based on a review by a Qualified Licensed Professional Engineer (QLPE) representing City of Caldwell Public Works, and the QLPE approval of the design plans and specifications and the conditions imposed on the developer for continued satisfaction of the sanitary restrictions. Buyer is cautioned that at the time of this approval, no drinking water extensions or sewer extensions were constructed. Building construction can be allowed with appropriate building permits if drinking water extensions or sewer extensions have since been constructed or if the developer is simultaneously constructing those facilities. If the developer fails to construct facilities, then sanitary restrictions may be reimposed, in accordance with Section 50–1326, Idaho Code, by the issuance of a Certificate of Disapproval, and no construction of any building or shelter requiring drinking water or sewer/septic facilities shall be allowed.

_____
Southwest District Health Department, REHS Date

Approval of City Council

I, the undersigned, City Clerk, in and for the City of Caldwell, Canyon County, Idaho do hereby certify that at a regular meeting of the City Council held on the _____ day of _____ , 20___ , this plat was duly accepted and approved.

_____
City Clerk, Caldwell, Idaho

Approval of City Engineer

I, the undersigned, City Engineer in and for the City of Caldwell, Canyon County, Idaho, hereby approve this plat.

_____
City Engineer PE Date

Certificate Of County Surveyor

I, the undersigned, Professional Land Surveyor, for Canyon County, Idaho, do hereby certify that I have examined this plat and that it complies with the requirements of Idaho State Code, relating to plats and surveys.

_____ PLS _____ Date _____
Professional Land Surveyor,
Under IC 50–1305, for Canyon County

Certificate of County Treasurer

I, the undersigned, County Treasurer in and for the County of Canyon, State of Idaho, per the requirements of I.C.50–1308 do hereby certify that any and all current and/or delinquent county property taxes for the property included in this subdivision have been paid in full. This certification is valid for the next thirty (30) days only.

_____
County Treasurer Date

City of Caldwell
APPROVED FOR CONSTRUCTION

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REGISTERED PROFESSIONAL LAND SURVEYOR
STATE OF IDAHO
MICHAEL S. BYRNS
11214
12/31/2024

Name: **Martin Gergen**

Book Page

Job No. 24–133
Sheet 5 of 5

IDAHO SURVEY GROUP, LLC
9939 W. EMERALD ST.
BOISE, IDAHO 83704
(208) 846-8570
WWW.IDAHOSURVEY.COM

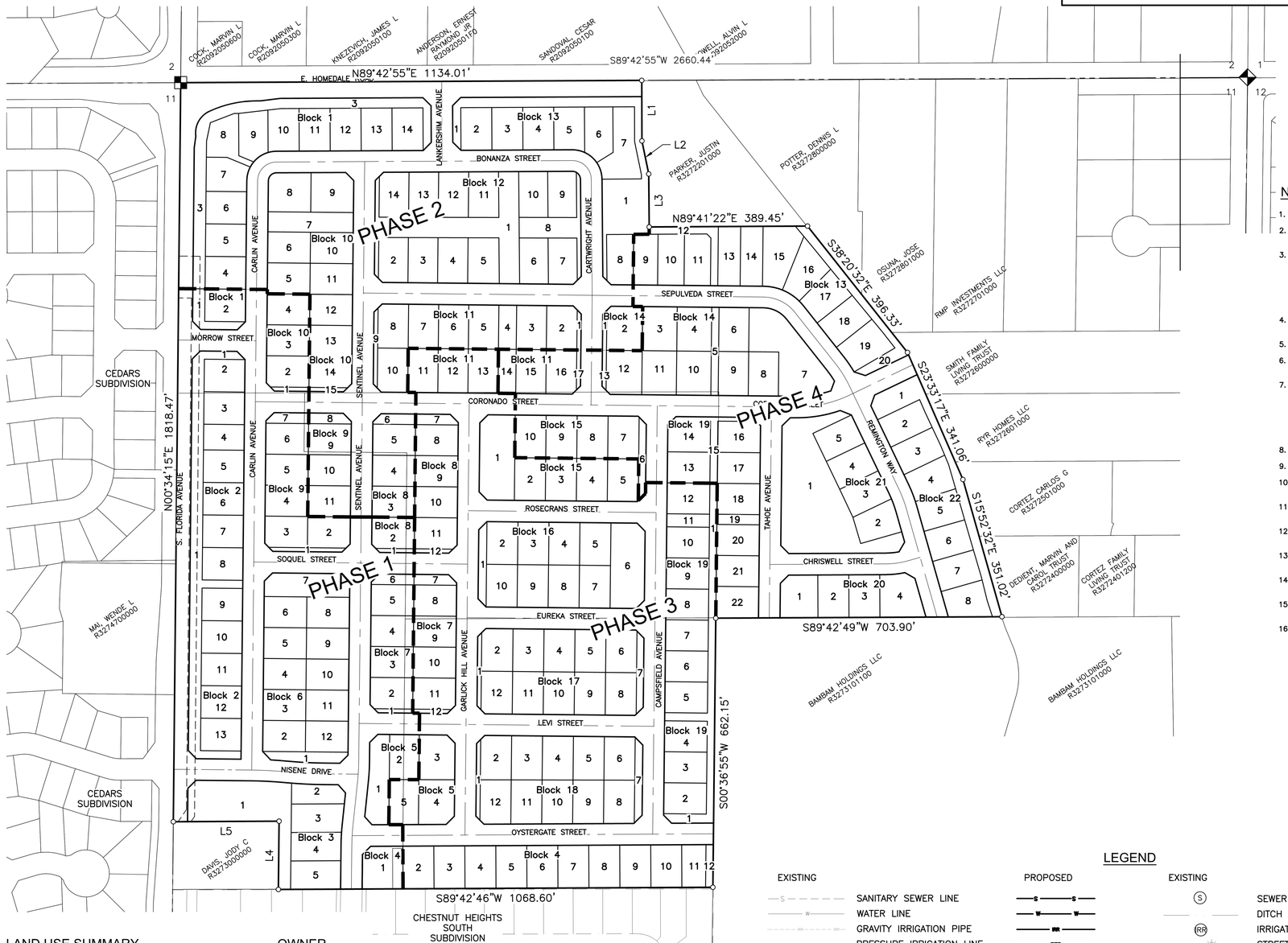
P:\Chestnut Heights 3 24-133\dwg\Plat\Chestnut Heights Subdivision No 3.dwg 8/8/2024 3:12:26 PM

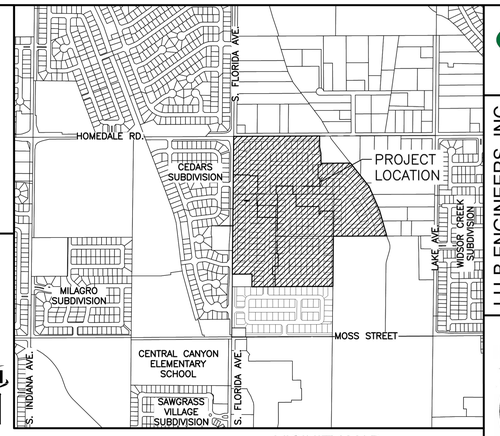
PRELIMINARY PLAT FOR

CHESTNUT HEIGHTS SUBDIVISION

A PARCEL OF LAND SITUATE IN THE NORTHEAST QUARTER OF SECTION 11,
TOWNSHIP 3 NORTH, RANGE 3 WEST, BOISE MERIDIAN,

CALDWELL, IDAHO
2023





VICINITY MAP
SCALE: 1"=1000'

NOTES

1. CONTOUR AND SPOT ELEVATION DATA IS REFERENCED TO NAVD88 VERTICAL DATUM.
2. ALL STREETS PROPOSED IN THIS DEVELOPMENT ARE PUBLIC STREETS AND SHALL BE CONSTRUCTED IN ACCORDANCE WITH CITY OF CALDWELL STANDARDS FOR PUBLIC STREETS WITH A MINIMUM GRADIENT OF 0.40%.
3. ALL LOTS ARE RESIDENTIAL BUILDING LOTS EXCEPT LOTS 1, 3, AND 8 OF BLOCK 1, LOTS 1 AND 4 OF BLOCK 2, LOTS 1 AND 2 OF BLOCK 3, LOTS 11 AND 12 OF BLOCK 4, LOT 1 OF BLOCK 5, LOTS 1 AND 7 OF BLOCK 6, LOTS 1, 6, 7, AND 12 OF BLOCK 7, LOTS 1, 6, 7, AND 12 OF BLOCK 8, LOTS 1, 7, AND 8 OF BLOCK 9, LOTS I, 7, AND 15 OF BLOCK 10, LOTS 1, 4, 9, 14, AND 17 OF BLOCK 11, LOTS 1 AND 8 OF BLOCK 12, LOTS 1, 7, 12, AND 20 OF BLOCK 13, LOT 1, 5, 7, AND 13 OF BLOCK 14, LOTS 1 AND 6 OF BLOCK 15, LOTS 1 AND 6 OF BLOCK 16, LOTS 1 AND 7 OF BLOCK 17, LOTS 1 AND 7 OF BLOCK 18, LOTS 1, 11, 15, AND 19 OF BLOCK 19, LOT 1 OF BLOCK 21, AND LOT 1 OF BLOCK 22, WHICH ARE COMMON AREA\DRAINAGE STORAGE LOTS.
4. STORMWATER RUN–OFF GENERATED ON THIS SITE SHALL HAVE A QUALITY CONTROL TREATMENT PRIOR TO BEING CONVEYED TO ONSITE STORAGE FACILITIES.
5. PUBLIC UTILITIES SHALL INCLUDE WATER, SEWER, ELECTRIC POWER, NATURAL GAS, TELEPHONE, AND CABLE TELEVISION.
6. THIS SUBDIVISION WILL RECEIVE PRESSURIZED IRRIGATION FROM THE CONSTRUCTED PRESSURE IRRIGATION SYSTEM AND SHALL BE MAINTAINED AND OPERATED BY CITY OF CALDWELL.
7. THIS DEVELOPMENT RECOGNIZES SECTION 22–4503 OF IDAHO CODE, RIGHT TO FARM ACT, WHICH STATES, "NO AGRICULTURAL OPERATION, AGRICULTURAL FACILITY OR EXPANSION THEREOF SHALL BE OR BECOME A NUISANCE, PRIVATE OR PUBLIC, BY ANY CHANGED CONDITIONS IN OR ABOUT THE SURROUNDING NONAGRICULTURAL ACTIVITIES AFTER IT HAS BEEN IN OPERATION FOR MORE THAN ONE (1) YEAR, WHEN THE OPERATION, FACILITY OR EXPANSION WAS NOT A NUISANCE AT THE TIME IT BEGAN OR WAS CONSTRUCTED. THE PROVISIONS OF THIS SECTION SHALL NOT APPLY WHEN A NUISANCE RESULTS FROM THE IMPROPER OR NEGLIGENT OPERATION OF AN AGRICULTURAL OPERATION, AGRICULTURAL FACILITY OR EXPANSION THEREOF."
8. DOMESTIC AND FIRE PROTECTION WATER SHALL BE PROVIDED BY THE CITY OF CALDWELL.
9. SANITARY SEWER COLLECTION SHALL BE PROVIDED BY THE CITY OF CALDWELL.
10. IRRIGATION DITCHES THROUGH THE PROJECT SHALL BE PIPED WHERE THEY CROSS ROADWAYS WITH ALL STRUCTURES LOCATED BEYOND ANY PUBLIC RIGHT–OF–WAY.
11. LANDSCAPED COMMON LOTS ARE LOCATED THROUGHOUT THE PROJECT AND ARE IDENTIFIED ON THE PLAN. THESE LOTS SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION.
12. BUILDING SETBACKS AND DIMENSIONAL STANDARDS SHALL BE IN ACCORDANCE WITH THE CITY OF CALDWELL STANDARDS IN EFFECT AT THE TIME OF DEVELOPMENT.
13. ANY RE–SUBDIVISION OF THIS PLAT SHALL COMPLY WITH THE APPLICABLE ZONING REGULATIONS IN AFFECT AT THE TIME OF THE RE–SUBDIVISION.
14. THE OWNER SHALL COMPLY WITH IDAHO CODE, SECTION 31–3805 OR ITS PROVISIONS THAT MAY APPLY TO IRRIGATION RIGHTS.
15. THIS PROPERTY IS IN ZONE X OF THE FLOOD INSURANCE RATE MAPS NO. 16027C0375 F, COMMUNITY PANEL NO. 0375 F WHICH BEARS AN EFFECTIVE DATE OF MAY 24, 2011 AND IS NOT IN A SPECIAL FLOOD HAZARD AREA.
16. THIS PRELIMINARY PLAT MEETS THE REQUIREMENTS OF CITY OF CALDWELL CODE WITH NO EXCEPTIONS NOTED PER THE BEST OF THE PREPARER'S KNOWLEDGE.

LAND USE SUMMARY

TOTAL AREA:	69.43 AC.
TOTAL LOTS:	258 LOTS
RESIDENTIAL LOTS:	203 LOTS
COMMON AREA LOTS:	31 LOTS
DRAINAGE LOTS	24 LOTS
RESIDENTIAL DENSITY:	2.92 DU/AC
TOTAL COMMON AREA:	11.14 AC. (16.04%)
QUALIFIED COMMON AREA:	4.18 AC. (6.02%)
AVERAGE LOT SIZE:	8,187 S.F.
SMALLEST LOT:	8,000 S.F.
EXISTING ZONE:	R–1
PROPOSED ZONING:	R–1

OWNER
CHALLENGER DEVELOPMENT
1977 OVERLAND DR.
MERIDIAN, ID 83642

OWNER
OPEN DOOR RENTALS LLC
1977 E. OVERLAND DR.
MERIDIAN, ID 83642

OWNER
COREY BARTON
1977 E. OVERLAND DR.
MERIDIAN, ID 83642

DEVELOPER
TRILOGY DEVELOPMENT
SHAWN BROWNLEE
9839 W. CABLE CAR ST.
SUITE #101
BOISE, IDAHO 83709
208–895–8858

CIVIL ENGINEER
MATT E. PRICE, P.E.
J–U–B ENGINEERS
2760 W. EXCURSION LN.
STE. 400
MERIDIAN, ID 83642
208–376–7330

LAND SURVEYOR
TIMOTHY HARRIGAN, PLS
J–U–B ENGINEERS, INC.
2760 W. EXCURSION LN.
STE. 400
MERIDIAN, ID 83642
208–376–7330

LEGEND

EXISTING	PROPOSED		EXISTING	PROPOSED
SANITARY SEWER LINE	S S	SEWER MANHOLE	S	S
WATER LINE	W W	DITCH FLOW LINE		
GRAVITY IRRIGATION PIPE	IRR IRR	IRRIGATION MANHOLE	RR	RR
PRESSURE IRRIGATION LINE	PIRR PIRR	STREET LIGHT		
STORM DRAIN LINE	SD SD SD	TREE DECIDUOUS		
CENTERLINE		TREE CONIFER		
LOT LINE		EDGE OF PAVEMENT		
6" VERTICAL CURB & GUTTER		GAS LINE		
ROLLED CURB & GUTTER		FENCE LINE		
5' SIDEWALK		FIRE HYDRANT		
		5' CONTOUR LINE	2650	
		1' CONTOUR LINE	2651	

0 150 300
SCALE IN FEET

BOUNDARY CERTIFICATION
PROFESSIONAL LAND SURVEYOR LICENSED 17665 STATE OF IDAHO TIMOTHY HARRIGAN
5/11/2023

J-U-B ENGINEERS, INC.
2760 W. Excursion Lane
Suite 400
Meridian, ID 83642
Phone: 208.376.7330
www.jub.com

PROFESSIONAL ENGINEER REGISTERED 17704 STATE OF IDAHO MATT E. PRICE
5/11/2023

REUSE OF DRAWINGS
IDEA AND DESIGN INCORPORATED HEREON, AS AN INSTRUMENT OF SERVICE, IS PROPERTY OF J-U-B ENGINEERS, INC. AND SHALL NOT BE USED IN WHOLE OR IN PART FOR ANY PROJECT WITHOUT THE WRITTEN AUTHORIZATION OF J-U-B ENGINEERS, INC. COPYRIGHT AND OTHER RESERVED RIGHTS OF THESE DRAWINGS, AND THE SAME SHALL NOT BE REUSED WITHOUT J-U-B'S PRIOR WRITTEN CONSENT. ANY REUSE WITHOUT WRITTEN CONSENT BY J-U-B WILL BE AT CLIENTS SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO J-U-B

NO.	DESCRIPTION	BY	APPD.	DATE
	REVISION			

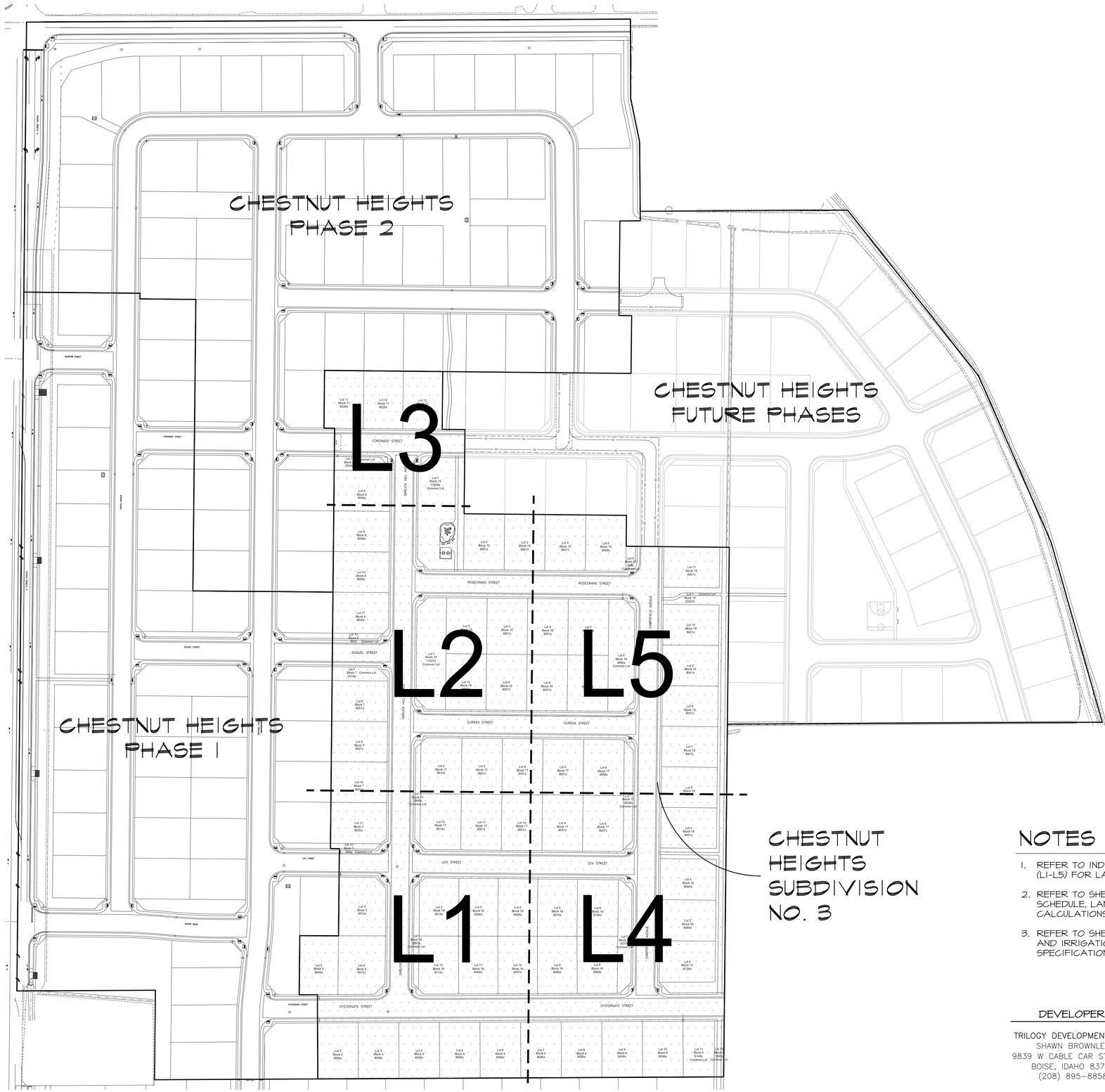
CHESTNUT HEIGHTS SUBDIVISION
CALDWELL, IDAHO

BOUNDARY AND PROJECT INFORMATION

FILE : 10-21-067_PRE-PLAT
JUB PROJ. # : 10-21-067
DRAWN BY: SAS
DESIGN BY: MEP
CHECKED BY: MEP
ONE INCH
AT FULL SIZE, IF NOT ONE INCH, SCALE ACCORDINGLY
LAST UPDATED: 5/11/2023

SHEET NUMBER:
PP-01

Plot Date:5/11/2023 11:40 AM Plotted By: Timothy Harrigan
Date Created:5/11/2023 \\UB.COM\CENTRAL\CLIENTS\DITRILOGY\PROJECTS\10-21-067_CHESTNUTHEIGHTSPREPLAT\DESIGN\CAD\SHEET\10-21-067_PRE-PLAT.DWG



NOTES

1. REFER TO INDIVIDUAL SHEETS (L1-L5) FOR LANDSCAPE PLANS.
2. REFER TO SHEET L6 FOR PLANT SCHEDULE, LANDSCAPE NOTES, AND CALCULATIONS.
3. REFER TO SHEET L7 FOR LANDSCAPE AND IRRIGATION PERFORMANCE SPECIFICATIONS.

DEVELOPER

TRILOGY DEVELOPMENT, INC.
SHAWN BROWNLEE
9839 W CABLE CAR ST. #101
BOISE, IDAHO 83709
(208) 895-8858

CIVIL ENGINEER

J-U-B ENGINEERS
MATT E PRICE, P.E.
2760 W EXCURSION LN. #400
MERIDIAN, IDAHO 83642
(208) 376-7330

NORTH

0' 100' 200' 300'

SCALE 1" = 100'

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Name: Martin Gergen

Issue Description	Date
ISSUE	8-20-24
CITY COMMENTS	12-30-24
CITY COMMENTS	7-9-26
CITY COMMENTS	7-30-26

JENSENBELTS ASSOCIATES

Site Planning
Landscape Architecture

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Boise, Idaho 83706
Ph. (208) 343-7175

www.jensenbelts.com

CHESTNUT HEIGHTS No. 3

CALDWELL, ID

FINAL PLAT LANDSCAPE PLAN

Job Number 2156

Drawn JJN | Checked KCS

Scale AS SHOWN

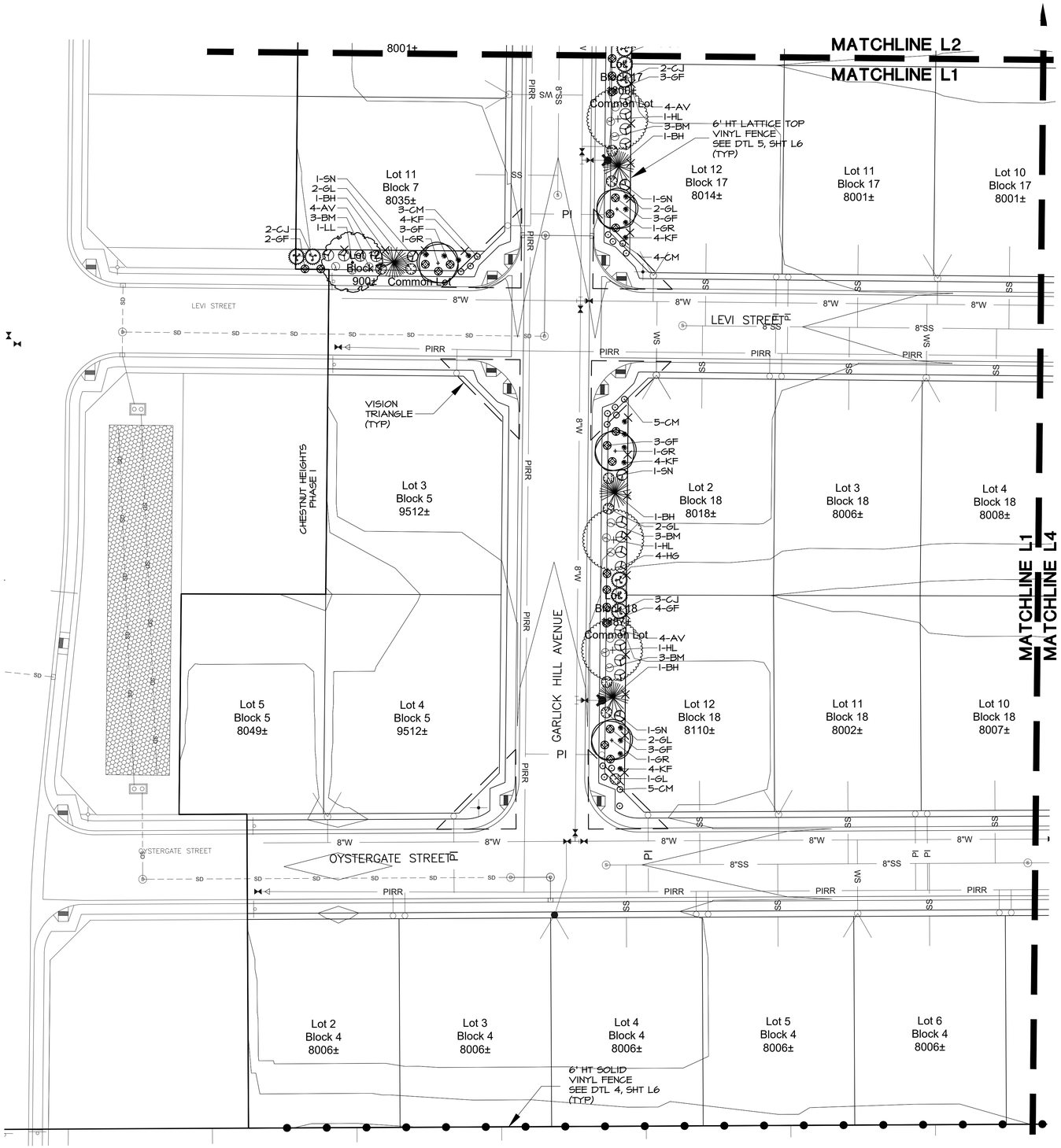
Sheet Title

LANDSCAPE KEY PLAN

Sheet Number

L0

1 of 8 Sheets



PLANT SCHEDULE

(REFERENCE SHEET L6)

SYM	COMMON NAME
EVERGREEN TREES	
BH	BLACK HILLS SPRUCE
CJ	COLOGREEN JUNIPER
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SO	SWAMP OAK
SHADE/STREET TREES (CLASS II)	
HL	SKYLINE HONEYLOCUST
LL	LITTLELEAF LINDEN
PM	PACIFIC SUNSET MAPLE
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ORNAMENTAL TREES (CLASS I)	
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BO	BLUE OAT GRASS
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GL	GRO-LOW SUMAC
HR	HUSKER RED PENSTEMON
IH	IVORY HALO DOGWOOD
KF	KARL FOERSTER REED GRASS
MG	MAIDEN GRASS
SM	SLOWMOUND MUGO PINE
SN	SUMMERWINE NINEBARK

LAWN

6' SOLID VINYL FENCE ALONG PERIMETER PROPERTY LINES (TYP). SEE DTL 4, SHT L6.

6' VINYL LATTICE TOP FENCE (TYP). SEE DTL 5, SHT L6.

NOTES

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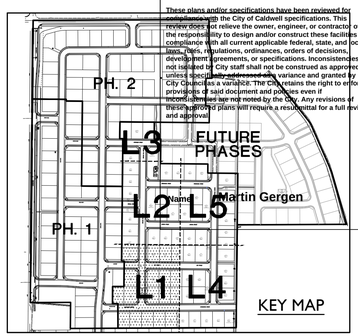

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STATE OF IDAHO — Kimberly Ann Fitzgerald — PLA 16535 — LANDSCAPE ARCHITECT

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CHESTNUT HEIGHTS No. 3

CALDWELL, ID

FINAL PLAT LANDSCAPE PLAN

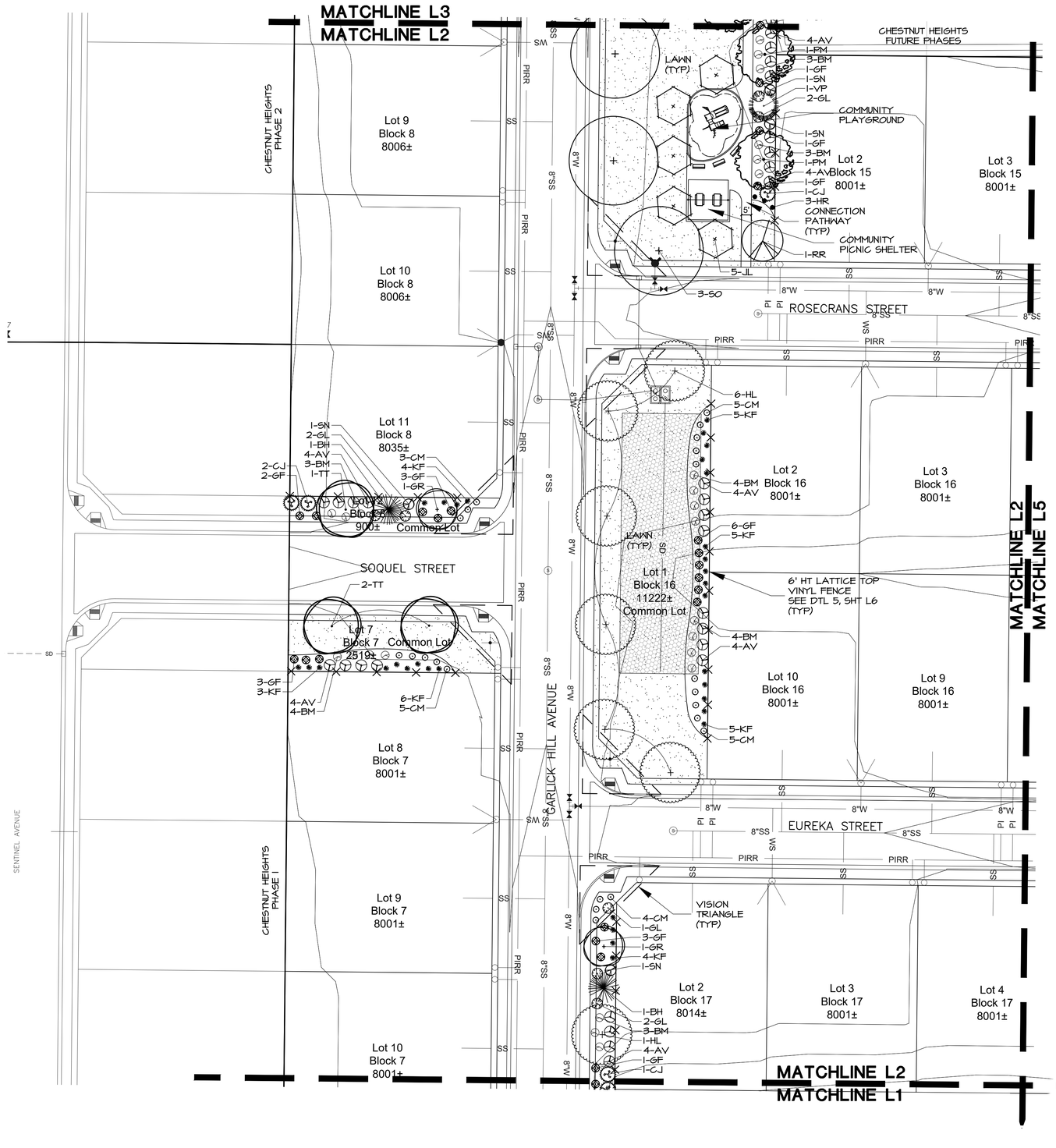
Job Number 2156

Drawn	Checked
JJN	KCS
Scale	AS SHOWN

Sheet Title: **LANDSCAPE PLAN**

Sheet Number: **L1**

2 of 8 Sheets



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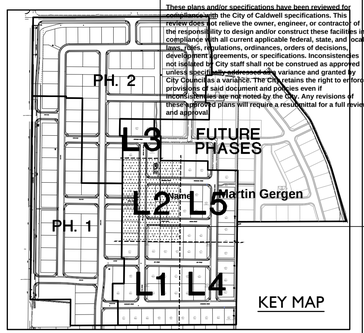

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STATE OF IDAHO — Kimberly Kay Fitzgerald — PLA 16535 — REGISTERED LANDSCAPE ARCHITECT

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Ph. (208) 343-7175

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CHESTNUT HEIGHTS No. 3

CALDWELL, ID

FINAL PLAT LANDSCAPE PLAN

Job Number 2156

Drawn	Checked
JJN	KCS
Scale	AS SHOWN

Sheet Title

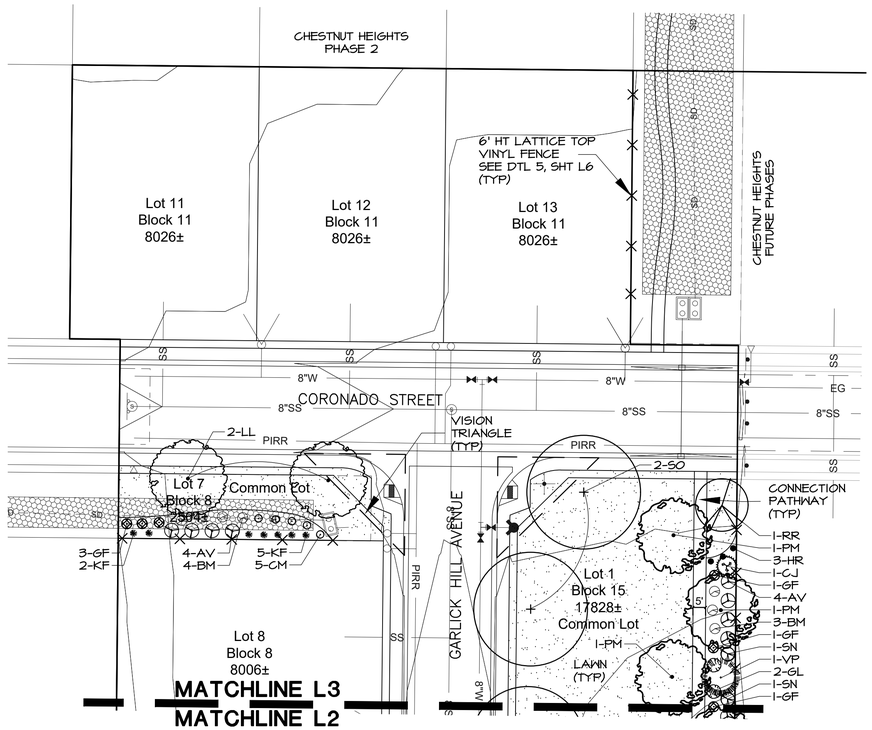
LANDSCAPE PLAN

Drawn by: Martin Gergen

Sheet Number

L2

3 of 8 Sheets



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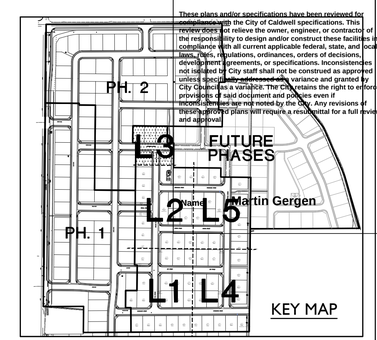
NORTH

0' 30' 60' 90'

SCALE 1" = 30'



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Name Martin Gergen

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STATE OF IDAHO — Kimberly Lee Hoffman — PLC-16535 — REGISTERED LANDSCAPE ARCHITECT

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CHESTNUT HEIGHTS No. 3

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FINAL PLAT LANDSCAPE PLAN

Job Number 2156

Drawn	Checked
JJN	KCS
Scale	AS SHOWN

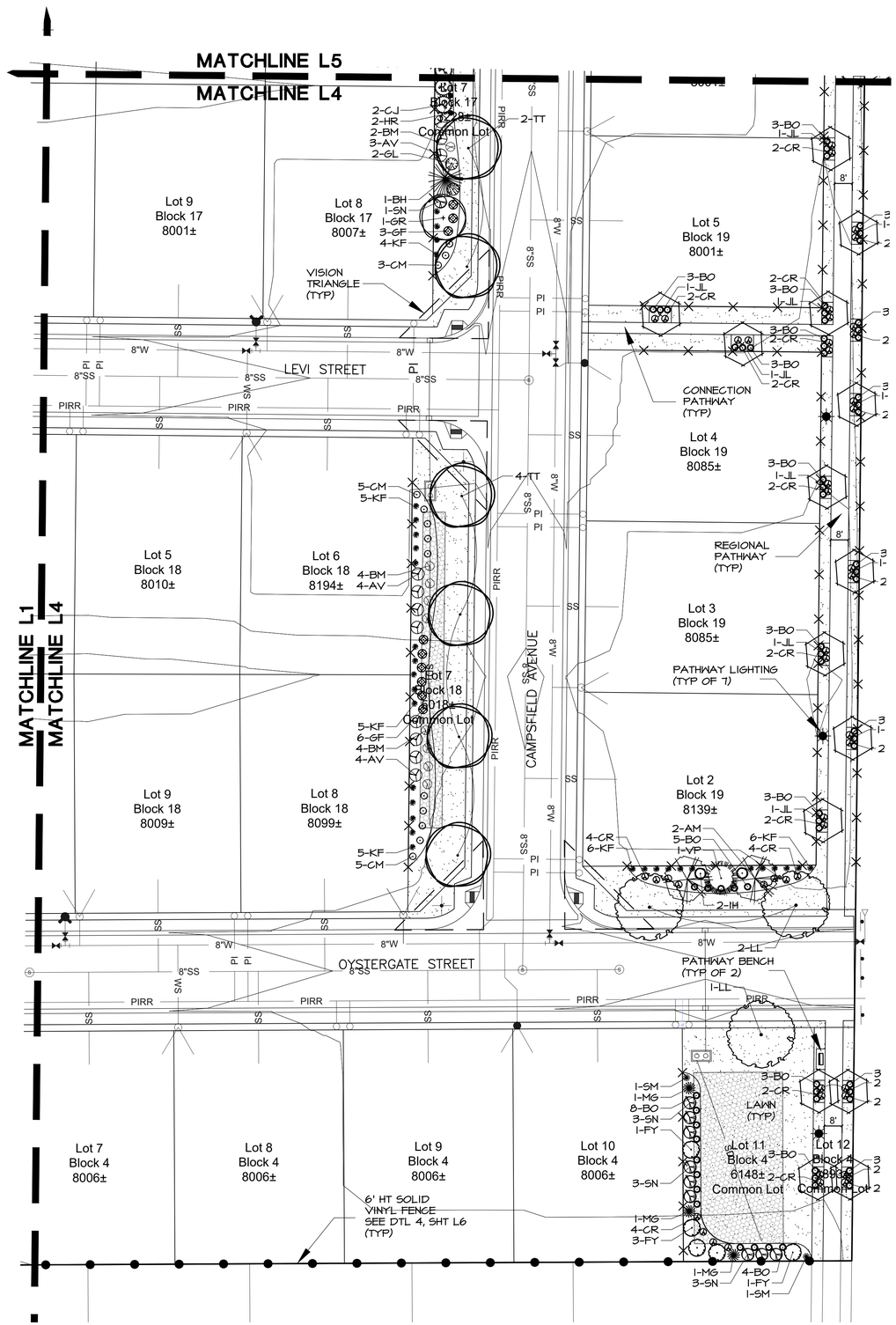
Sheet Title

LANDSCAPE PLAN

Sheet Number

L3

4 of 8 Sheets



PLANT SCHEDULE

(REFERENCE SHEET L6)

SYM	COMMON NAME
EVERGREEN TREES	
BH	BLACK HILLS SPRUCE
CJ	COLOGREEN JUNIPER
VP	VANDERWOLFS PINE
SHADE TREES (CLASS III)	
SO	SWAMP OAK
SHADE/STREET TREES (CLASS II)	
HL	SKYLINE HONEYLOCUST
LL	LITTLELEAF LINDEN
PM	PACIFIC SUNSET MAPLE
TT	TULIP TREE
ORNAMENTAL TREES (CLASS I)	
AM	FLAME AMUR MAPLE
GR	GOLDEN RAINDROPS CRABAPPLE
JL	IVORY SILK JAPANESE LILAC TREE
RR	ROYAL RAINDROPS CRABAPPLE
SHRUBS/ORNAMENTAL GRASSES/PERENNIALS	
AV	BLUE MUFFIN ARROWWOOD VIBURNUM
BM	BLUEMIST SPIREA
BO	BLUE OAT GRASS
CM	LITTLE TRUDY CATMINT
CR	RED FLOWER CARPET ROSE
FY	SPRING GLORY FORSYTHIA
GF	GOLDFLAME SPIRAEA
GL	GRO-LOW SUMAC
HR	HUSKER RED PENSTEMON
IH	IVORY HALO DOGWOOD
KF	KARL FOERSTER REED GRASS
MG	MAIDEN GRASS
SM	SLOWMOUND MUGO PINE
SN	SUMMERWINE NINEBARK

LAWN

6' SOLID VINYL FENCE ALONG PERIMETER PROPERTY LINES (TYP). SEE DTL 4, SHT L6.

6' VINYL LATTICE TOP FENCE (TYP). SEE DTL 5, SHT L6.

NOTES

1. REFERENCE SHEET L6 FOR PLANT SCHEDULE, LANDSCAPE NOTES, AND LANDSCAPE CALCULATIONS.
2. REFERENCE SHEET L7 FOR LANDSCAPE AND IRRIGATION PERFORMANCE SPECIFICATIONS.

City of Caldwell
APPROVED FOR CONSTRUCTION

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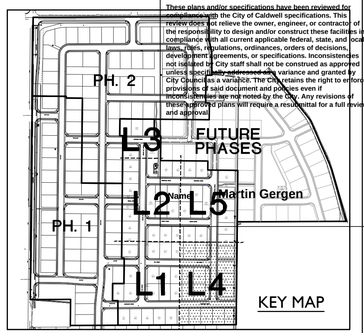

Issue Description	Date
ISSUE	8-20-24
CITY COMMENTS	12-30-24
CITY COMMENTS	7-9-26
CITY COMMENTS	7-30-26

STATE OF IDAHO — Kimberly Chase Siegenthaler — PLA 16535 — LANDSCAPE ARCHITECT

JENSENBELTS ASSOCIATES

Site Planning
Landscape Architecture

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www.jensenbelts.com

CHESTNUT HEIGHTS No. 3

CALDWELL, ID

FINAL PLAT LANDSCAPE PLAN

Job Number 2156

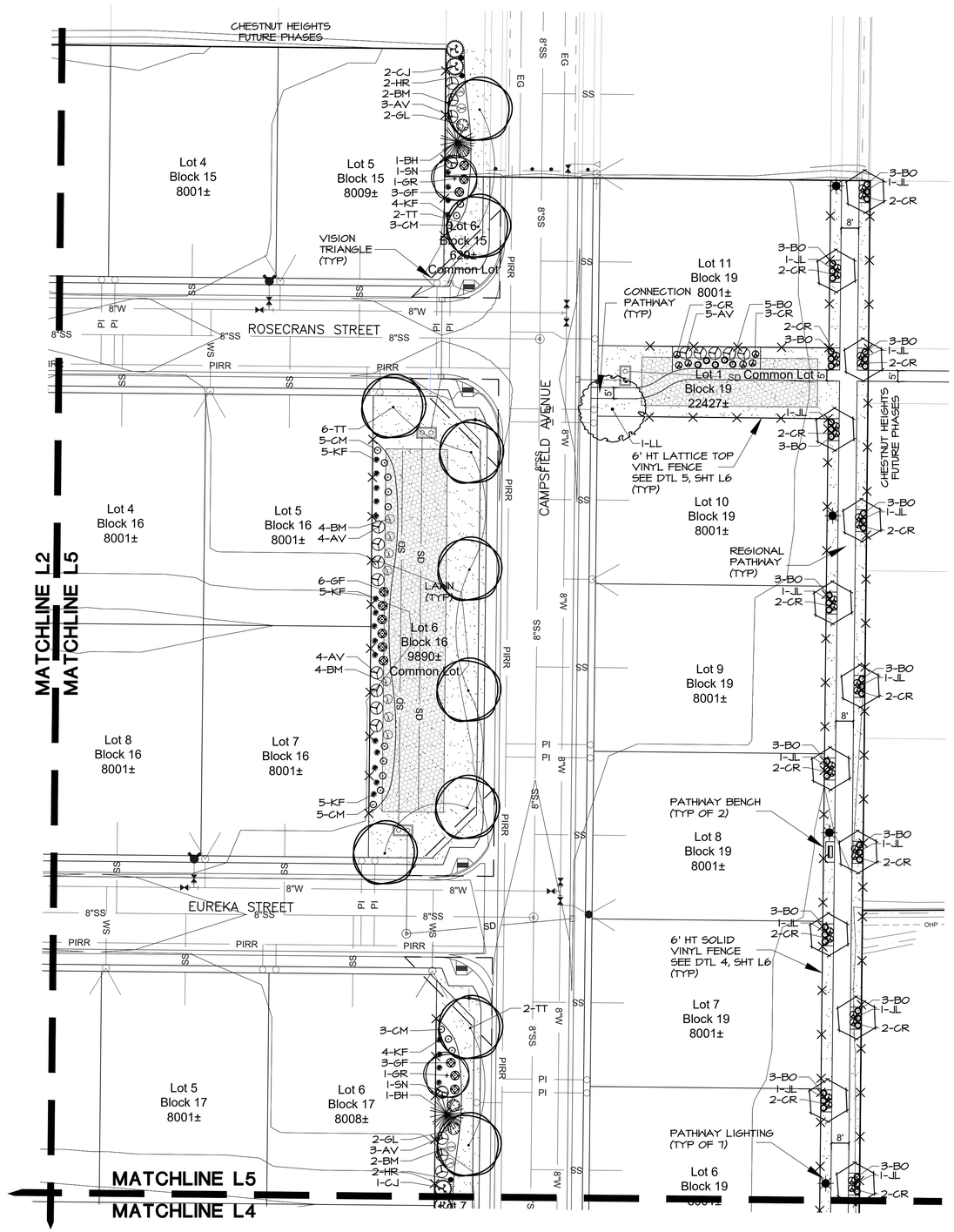
Drawn	Checked
JJN	KCS
Scale	AS SHOWN

Sheet Title: **LANDSCAPE PLAN**

Name: Martin Gergen

Sheet Number: **L4**

5 of 8 Sheets



PLANT SCHEDULE

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MG	MAIDEN GRASS
SM	SLOWMOUND MUGO PINE
SN	SUMMERWINE NINEBARK

LAWN

6' SOLID VINYL FENCE ALONG PERIMETER PROPERTY LINES (TYP). SEE DTL 4, SHT L6.

6' VINYL LATTICE TOP FENCE (TYP). SEE DTL 5, SHT L6.

NOTES

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NORTH

0' 30' 60' 90'

SCALE 1" = 30'

City of Caldwell
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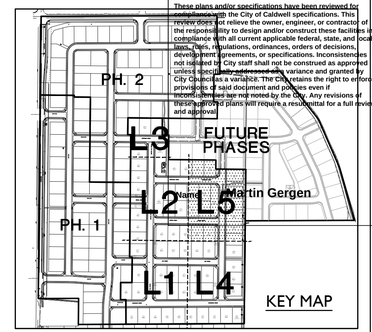

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CITY COMMENTS	7-30-26

STATE OF IDAHO — Kimberly Kay Fleger-Rust — PLA 16535 — REGISTERED LANDSCAPE ARCHITECT

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CHESTNUT HEIGHTS No. 3

CALDWELL, ID

FINAL PLAT LANDSCAPE PLAN

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Drawn	Checked
JJN	KCS

Scale AS SHOWN

Sheet Title

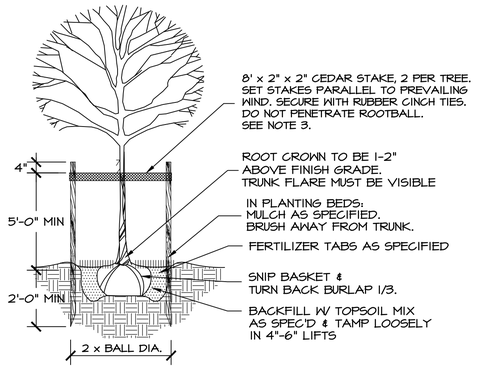
LANDSCAPE PLAN

Name Martin Gergen

Sheet Number

L5

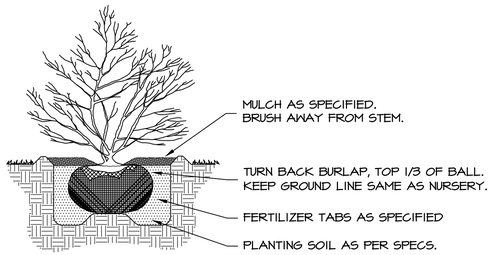
6 of 8 Sheets



NOTES:
1. REMOVE ALL TWINE, ROPE, OR BINDINGS FROM ALL TRUNKS.
2. REMOVE BURLAP AND WIRE BASKETS FROM THE TOP 1/3 OF ALL ROOT BALLS AFTER PLANTING. IF SYNTHETIC WRAP/BURLAP IS USED, IT MUST BE COMPLETELY REMOVED.
3. STAKING OF TREES TO BE THE CONTRACTOR'S OPTION; HOWEVER, THE CONTRACTOR IS RESPONSIBLE TO INSURE THAT ALL TREES ARE PLANTED STRAIGHT AND REMAIN STRAIGHT FOR A MIN OF 1 YEAR. ALL STAKING SHALL BE REMOVED AT THE END OF THE 1 YEAR WARRANTY PERIOD.
4. TREES PLANTED IN TURF AREAS: REMOVE TURF 3' DIA. FROM TREE TRUNK.

(1) TREE PLANTING/STAKING

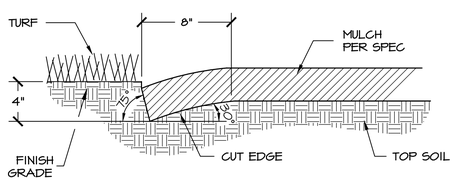
NOT TO SCALE



NOTE: DIG HOLE TWICE THE SIZE OF ROOTBALL.

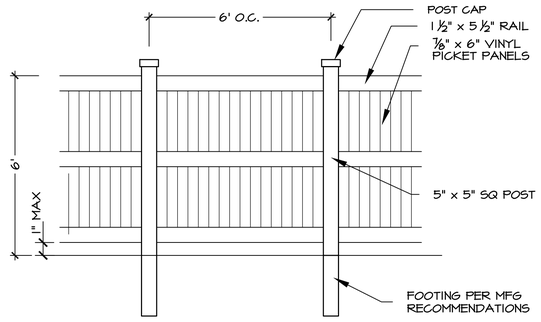
(2) SHRUB PLANTING

NOT TO SCALE



(3) PLANTER CUT BED EDGE

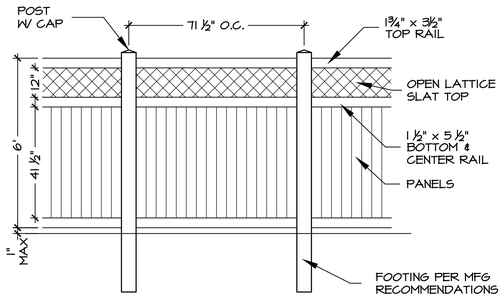
NOT TO SCALE



NOTES:
1. FENCE TO STEP DOWN TO 3' HEIGHT 20' FROM ROW.
2. FENCE STYLE MAY VARY SLIGHTLY.

(4) SOLID VINYL FENCE

NOT TO SCALE



NOTES:
1. FENCE TO STEP DOWN TO 3' HEIGHT 20' FROM ROW.
2. FENCE STYLE MAY VARY SLIGHTLY.

(5) VINYL LATTICE TOP FENCE

NOT TO SCALE

LANDSCAPE CALCULATIONS

REGIONAL PATHWAY TREES & SHRUBS:

WIDTH	LENGTH	REQUIRED	PROVIDED
8'	950'	950'/40' = 24 TREES 950'/100' x 15 = 143 SHRUBS	26 TREES 145 SHRUBS
BENCHES	950'/ 600' =	2 BENCHES	2 BENCHES
PATHWAY LIGHTS	950'/ 150' =	7 LIGHTS	7 LIGHTS

COMMON OPEN SPACE:

	REQUIRED	PROVIDED
	72,990 SF / 5,000 = 15 TREES	95 TREES
NUMBER OF TREES PROVIDED ALONG PATHWAY:		26 TREES
NUMBER OF TREES PROVIDED IN COMMON LOTS:		95 TREES
TOTAL NUMBER OF TREES:		121 TREES

PLANT SCHEDULE

SYM	COMMON NAME	BOTANICAL NAME	SIZE
EVERGREEN TREES			
BH	BLACK HILLS SPRUCE	PICEA GLAUCA 'DENSATA'	6-8' HT B&B
CJ	COLOGREEN JUNIPER	JUNIPERUS SCOPLULORUM 'COLOGREEN'	6-8' HT B&B
VP	VANDERWOLFS PINE	PINUS FLEXILIS 'VANDERWOLFS'	6-8' HT B&B
SHADE TREES (CLASS III)			
SO	SWAMP OAK	QUERCUS BICOLOR	2" CAL B&B
SHADE/STREET TREES (CLASS II)			
HL	SKYLINE HONEYLOCUST	GLEDITSIA TRIACANTHOS INERMIS 'SKYCOLE'	2" CAL B&B
LL	LITTLELEAF LINDEN	TILIA CORDATA	2" CAL B&B
PM	PACIFIC SUNSET MAPLE	ACER TRUNCATUM x A. PLATANOIDES 'WARRENRED'	2" CAL B&B
TT	TULIP TREE	LIRIODENDRON TULIPIFERA	2" CAL B&B
ORNAMENTAL TREES (CLASS I)			
AM	FLAME AMUR MAPLE	ACER GINNALA 'FLAME'	6-8' HT, MULTI-STEM
GR	GOLDEN RAINDROPS CRABAPPLE	MALUS x 'SCHMIDTCUTLEAF'	2" CAL B&B
JL	IVORY SILK JAPANESE LILAC TREE	SYRINGA RETICULATA 'IVORY SILK'	2" CAL B&B
RR	ROYAL RAINDROPS CRABAPPLE	MALUS x 'JFS-KW5'	2" CAL B&B
SHRUBS/ORNAMENTAL GRASSES/PERENNIALS			
AV	BLUE MUFFIN ARROWWOOD VIBURNUM	VIBURNUM DENTATUM 'CHRISTOM'	5 GAL
BM	BLUEMIST SPIREA	CARYOPTERIS CLANDONENSIS 'DARK KNIGHT'	3 GAL
BO	BLUE OAT GRASS	HELICTOTRICHON SEMPERVIRENS	2 GAL
CM	LITTLE TRUDY CATMINT	NEPETA x PSFIKE 'LITTLE TRUDY'	2 GAL
CR	RED FLOWER CARPET ROSE	ROSA 'FLOWER CARPET- NOARE'	2 GAL
FY	SPRING GLORY FORSYTHIA	FORSYTHIA x INTERMEDIA 'SPRING GLORY'	5 GAL
GF	GOLDFLAME SPIRAEA	SPIRAEA x BUMALDA 'GOLDFLAME'	3 GAL
GL	GRO-LOW SUMAC	RHUS AROMATICA 'GRO-LOW'	3 GAL
HR	HUSKER RED PENSTEMON	PENSTEMON DIGITALIS 'HUSKER RED'	2 GAL
IH	IVORY HALO DOGWOOD	CORNUS ALBA 'BAILHALO'	5 GAL
KF	KARL FOERSTER REED GRASS	CALAMAGROSTIS ARUNDINACEA 'K.F.'	2 GAL
MG	MAIDEN GRASS	MISCANTHUS SINENSIS 'GRACILLIMUS'	2 GAL
SM	SLOWMOUND MUGO PINE	PINUS MUGO 'SLOWMOUND'	2 GAL
SN	SUMMERWINE NINEBARK	PHYSOCARPUS OPULIFOLIUS 'SEWARD'	5 GAL

LAWN

6' SOLID VINYL FENCE ALONG PERIMETER PROPERTY LINES. SEE DTL 4, THIS SHT (TYP)

6' VINYL LATTICE TOP FENCE. SEE DTL 5, THIS SHT (TYP)

NOTES

1. ALL PLANTING AREAS SHALL BE INSTALLED BE IN ACCORDANCE WITH CITY OF CALDWELL CODE. REFER TO SHEET L7 - SPEC SECTION 32 90 00 - LANDSCAPE SPECIFICATIONS.
2. ALL PLANTING AREAS TO BE WATERED WITH AN AUTOMATIC UNDERGROUND IRRIGATION SYSTEM. REFER TO SHEET L7 - SPEC SECTION 32 84 00 - IRRIGATION PERFORMANCE SPECIFICATIONS.
3. LOCATE AND PROTECT ALL UTILITIES DURING CONSTRUCTION.
4. TREES SHALL NOT BE PLANTED WITHIN THE 10-FOOT CLEAR ZONE OF ALL STORM DRAIN PIPE, STRUCTURES, OR FACILITIES IN PARKSTRIPS. SEEPAGE BEDS MUST BE PROTECTED FROM ANY AND ALL CONTAMINATION DURING THE CONSTRUCTION AND INSTALLATION OF THE LANDSCAPE IRRIGATION SYSTEM.
5. NO TREES SHALL IMPEDE THE 40' VISION TRIANGLE AT ALL INTERSECTIONS. NO CONIFEROUS TREES OR SHRUBS OVER 3' HIGH AT MATURITY WILL BE LOCATED WITHIN SIGHT TRIANGLE OR ROW. AS TREES MATURE, THE OWNER SHALL BE RESPONSIBLE FOR PRUNING TREE CANOPIES TO MEET REQUIREMENTS FOR MAINTAINING CLEAR VISIBILITY WITHIN 40' STREET VISION TRIANGLE.
6. TREE LOCATIONS MAY BE ALTERED TO ACCOMMODATE DRIVEWAYS AND UTILITIES. TREES SHALL NOT BE PLANTED WITHIN 5' OF WATER METERS OR UNDERGROUND UTILITY LINES. TREES SHALL BE PLANTED NO CLOSER THAN 50' FROM INTERSECTION STOP SIGNS.
7. PLANT LIST IS SUBJECT TO SUBSTITUTIONS OF SIMILAR SPECIES DUE TO PLANT MATERIAL AVAILABILITY. BURLAP AND WIRE BASKETS TO BE REMOVED FROM ROOT BALL AS MUCH AS POSSIBLE, AT LEAST HALFWAY DOWN THE BALL OF THE TREE. ALL NYLON ROPES TO BE COMPLETELY REMOVED FROM TREES.
8. THERE ARE NO EXISTING TREES ON SITE.

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Name: Martin Gergen

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CHESTNUT HEIGHTS No. 3
CALDWELL, ID
FINAL PLAT LANDSCAPE PLAN

Job Number 2156

Drawn JJN | Checked KCS
Scale AS SHOWN
Sheet Title: LANDSCAPE DETAILS

Sheet Number L6
7 of 8 Sheets

SECTION 32 90 00 - LANDSCAPE WORK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS
A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification Sections.

1.2 SUMMARY
A. This Section includes provisions for the following items:
1. Trees.
2. Shrubs; Ground cover.
3. Lawns.
4. Topsoil and Soil Amendments.
5. Miscellaneous Landscape Elements.
6. Initial maintenance of landscape materials.
B. Related Sections: The following sections contain requirements.
1. Underground sprinkler system is specified in Section 32 84 00 - Irrigation

1.3 QUALITY ASSURANCE
A. Subcontract landscape work to a single firm specializing in landscape work.
B. Source Quality Control:
1. General: Ship landscape materials with certificates of inspection required by governing authorities. Comply with regulations applicable to landscape materials.
2. Do not make substitutions. If specified landscape material is not obtainable, submit proof of non-availability to Architect, with proposal for use of equivalent material.
3. Analysis and Standards: Package standard products with manufacturer's certified analysis. For other materials, provide analysis by recognized laboratory made in accordance with methods established by the Association of Official Agriculture Chemists, wherever applicable.
4. Trees, Shrubs and Groundcovers: Provide trees, shrubs, and groundcovers of quantity, size, genus, species, and variety shown and scheduled for work complying with recommendations and requirements of ANSI Z60.1 "American Standard for Nursery Stock". Provide healthy, vigorous stock, grown in recognized nursery in accordance with good horticultural practice and free of disease, insects, eggs, larvae, and defects such as knots, sun-scald, injuries, abrasions, or disfigurement.
5. Label at least one tree and one shrub of each variety with attached waterproof tag with legible designation of botanical and common name.
a. Where formal arrangements or consecutive order of trees or shrubs are shown, select stock for uniform height and spread.
6. Inspection: The Architect may inspect trees and shrubs either at place of growth or at site before planting, for compliance with requirements for genus, species, variety, size, and quality. Architect retains right to further inspect trees and shrubs for size and condition of balls and root systems, insects, injuries and latent defects, and to reject unsatisfactory or defective material at any time during progress of work. Remove rejected trees or shrubs immediately from project site.

1.4 SUBMITTALS
A. General: Submit the following in accordance with Conditions of Contract and Division 1 Specification Sections.
B. Plant and Material Certifications:
1. Certificates of inspection as required by governmental authorities.
2. Manufacturer's or vendor's certified analysis for soil amendments and fertilizer materials.
3. Label data substantiating that plants, trees, shrubs and planting materials comply specified requirements.
C. Mulch: Submit 1 gal bag of mulch sample for approval.

1.5 DELIVERY, STORAGE AND HANDLING
A. Sod: Time delivery so that sod will be placed within 24 hours after stripping. Protect sod against drying and breaking of rolled strips.
B. Trees and Shrubs: Provide freshly dug trees and shrubs. Do not prune prior to delivery unless otherwise approved by Architect. Do not bend or bind-tie trees or shrubs in such manner as to damage bark, break branches, or destroy natural shape. Provide protective covering during delivery. Do not drop balled and burlapped stock during delivery.
C. Deliver trees and shrubs after preparations for planting have been completed and plant immediately. If planting is delayed more than 6 hours after delivery, set trees and shrubs in shade, protect from weather and mechanical damage, and keep roots moist by covering with mulch, burlap or other acceptable means of retaining moisture.
D. Do not remove container-grown stock from containers until planting time.
E. Do not drop or dump materials from vehicles during delivery or handling. Avoid any damage to rootballs during deliver, storage and handling.

1.6 JOB CONDITIONS
A. Utilities: Determine location of underground utilities and work in a manner which will avoid possible damage. Hand excavate, as required. Maintain grade stakes until removal is mutually agreed upon by parties concerned.
B. Excavation: When conditions detrimental to plant growth are encountered, such rubble fill, adverse drainage conditions, or obstructions, notify Architect before planting.
C. Adjacent Landscape: Protect planted areas adjacent to construction area. Replace or recondition to prior conditions at project completion.

1.7 SEQUENCING AND SCHEDULING
A. Planting Time: Proceed with, and complete landscape work as rapidly as portions of site become available, working within seasonal limitations for each kind of landscape work required.
1. Plant or install all plant materials during normal planting seasons from 15 March to 15 November.
2. Correlate planting with specified maintenance periods to provide maintenance from date of substantial completion.
B. Coordination with Lawns: Plant trees and shrubs after final grades are established and prior to planting of lawns, unless otherwise acceptable to Architect. If planting of trees and shrubs occurs after lawn work, protect lawn areas and promptly repair damage to lawns resulting from planting operations.

1.8 SPECIAL PROJECT WARRANTY
A. Warranty lawns through specified lawn maintenance period, until Final Project Acceptance.
B. Warranty trees and shrubs, for a period of one year after date of substantial completion, against defects including death and unsatisfactory growth, except for defects resulting from neglect by Owner, abuse or damage by others, or unusual phenomena or incidents beyond Landscape Installer's control.
C. Remove and replace trees, shrubs, or other plants dead or in unhealthy condition during warranty period. Make replacements during growth season following end of warranty period. Replace trees and shrubs which are in doubtful condition at end of warranty period; unless, in opinion of Architect, it is advisable to extend warranty period for a full growing season.

PART 2 - PRODUCTS

2.1 TOPSOIL
A. If deemed usable, native topsoil shall be stockpiled for re-use in landscape work. Topsoil shall be fertile, friable, natural loam, surface soil, reasonable free of subsoil, clay lumps, brush, weeds, roots, stumps, stones larger than 1 inch in any dimension, and other extraneous or toxic matter harmful to plant growth.
1. Contractor shall send a minimum of three (3) representative topsoil samples for testing. See testing requirements below. Contractor is responsible for whatever soil additives are recommended by the tests. Submit to Architect for approval. Compost will be added to other additives and added regardless of test results.
B. If quantity of stockpiled topsoil is insufficient, contractor to provide imported topsoil that is fertile, friable, natural loam, surface soil, reasonably free of subsoil, clay lumps, brush, weeds and other litter, and free of roots, stumps, stones larger than 1 inches in any dimension, and other extraneous or toxic matter harmful to plant growth.
1. Obtain topsoil from local sources or areas with similar soil characteristics to that of project site. Obtain topsoil only from naturally well-drained sites where topsoil occurs in a depth of not less than 4 inches. Do not obtain from bogs or marshes.
2. Composition: Topsoil shall contain from 1 to 20% organic matter as determined by the Organic Carbon, 6A, Chemical Analysis Method described in USDA Soil Survey Investigation Report No. 1. Maximum particle size, 3/4-inch, with maximum 3% retained on 1/4-inch screen.
Other components shall conform to the following limits:

pH	6.5 to 7.5
Soluble Salts	600 ppm maximum
Silt	25-50%
Clay	10-30%
Sand	20-50%

3. Contractor shall submit representative soil report on imported topsoil proposed for use for approval. Report shall meet standards below. Contractor is responsible for whatever soil additives are recommended by the test. Compost will be in addition to other additives and added regardless of test results.

C. Soil Testing
1. Soil tests are required for this project (see above for requirements). Test shall be provided as follows:
a. Provide certified analysis at time of sample submitted (three samples imported topsoil). Amend soils per chemist's recommendations and as herein specified unless otherwise approved by Architect.
2. Test shall include, but not limited to recommendations on chemical distributions, organic contents, pH factors, and sieve analysis as necessary. Test #1T by Western Laboratories (1-800-658-3858) is required.
3. Contractor is responsible for whatever soil additives are recommended by the soil testing laboratory.
4. Contractor shall coordinate, obtain and pay for all soil tests.
5. If regenerative noxious weeds are present in the soil, remove all resultant growth including roots throughout one-year period after acceptance of work, at no cost to Owner.

2.2 pH ADJUSTERS
A. When pH does not comply with this specification, commercial grade aluminum sulfate shall be used to adjust soil pH.

2.3 SOIL AMENDMENTS
A. Compost: Compost: "Cascade Compost" from Cloverdale Nursery (208) 375-5262 and NuSoil Compost (208) 629-6912 or approved equal in equal amounts by volume.
B. Commercial Fertilizer: Fertilizer shall be complete, standard commercial brand fertilizer. It shall be free-flowing and packaged in new waterproof, non-overlaid bags clearly labeled as to weight, manufacturer, and content. Protect materials from deterioration during delivery and while stored at site.
1. Commercial fertilizer "A" for trees and shrubs during planting; slow release Agriform Planting 5-gram tablets 20-10-5 type or equal.
2. Commercial fertilizer "B" for lawn areas, applied to bed prior sodding, to be 16-16-17 applied at the rate of ten pounds per acre.
3. Commercial fertilizer "C" for lawn areas three to four weeks after planting sod. Organic Fertilizer Milorganite (6-0-2) type or equal.
C. Herbicide: Pre-emergent for topical application in planting beds. Oxiadiazon 2G brand or pre-approved equal. Use in accordance with manufacturer's recommendation on all planting beds.

2.4 PLANT MATERIALS
A. Quality: Provide trees, shrubs, and other plants of size, genus, species, and variety shown for landscape work and complying with recommendations and requirements of ANSI Z60.1 "American Standard for Nursery Stock".
B. Deciduous Trees: Provide trees of height and caliper scheduled or shown with branching configuration recommended by ANSI Z60.1 for type and species required. Single stem trees except where special forms are shown or listed.
C. Deciduous Shrubs: Provide shrubs of the height shown or listed, not less than minimum number of canes required by ANSI Z60.1 for type and height of shrub.
D. Coniferous and Broadleafed Evergreens: Provide evergreens of sizes shown or listed. Dimensions indicate minimum spread for spreading and semi-spreading type evergreens and height for other types, such as globe, dwarf, cone, pyramidal, broad upright, and columnar. Provide normal quality evergreens with well balanced form complying with requirements for other size relationships to the primary dimension shown.

2.5 GRASS MATERIALS
A. Lawn sod: Provide strongly rooted sod, not less than 1 growing season old, and free of weeds and undesirable native grasses. Provide only sod capable of growth and development when planted (viable, not dormant).
1. Provide sod of uniform pad sizes with maximum 5% deviation in either length or width. Broken pads or pads with uneven ends will not be acceptable. Sod pads incapable of supporting their own weight when suspended vertically with a firm grasp on upper 10% of pad will be rejected.
B. Provide sod composed of: Rhizomatous Tall Fescue (RTF) from the The Turf Company, Meridian, ID (208) 888-3760 or approved equal.

2.6 MISCELLANEOUS LANDSCAPE MATERIALS
A. Anti-Desiccant: Emulsion type, film-forming agent designed to permit transpiration, but retard excessive loss of moisture from plants. Deliver in manufacturer's fully identified containers and mix in accordance with manufacturer's instructions.
B. Mulch: Mulch for planting beds shall be medium ground bark mulch, free of splinters, consistent in appearance, and shall contain no toxic substance detrimental to plant life.
C. Stakes and Guys: Provide stakes and deadmen of sound new hardwood, treated softwood, or redwood, free of knot holes and other defects. Provide wire ties and guys of 2-strand, twisted, pliable galvanized iron wire, not lighter than 12 ga. with zinc-coated turnbuckles. Provide not less than 2 inch diameter rubber or plastic hose, cut to required lengths and of uniform color, material, and size to protect tree trunks from damage by wires.

PART 3 - EXECUTION

3.1 PREPARATION - GENERAL
A. General Contractor shall be responsible for excavating planting areas to appropriate depths for placement of topsoil as specified herein.
B. Lay out individual tree and shrub locations and areas for multiple plantings. Stake locations and outline areas and secure Architect's acceptance before start of planting work. Make minor adjustments as may be required.

3.2 PREPARATION OF PLANTING SOIL
A. Before mixing, clean topsoil of roots, plants, sod, stones, clay lumps, and other extraneous materials harmful or toxic to plant growth.
B. Mix specified compost and fertilizers with topsoil at rates specified. Delay mixing fertilizer if planting will not follow placing of planting soil in a few days.
Compost: Lawn Areas: 1/4 compost, : 3/4 topsoil.
Shrub Areas: 1/3 compost, 2/3 topsoil.
Fertilizer: Per soil test and manufacture's recommendations.
C. For shrub and lawn area, mix planting soil either prior to planting or apply on surface of topsoil and mix thoroughly before planting.

3.3 PREPARATION FOR PLANTING LAWNS
A. After excavating and removing surface material to proper depth, loosen subgrade of lawn areas to a minimum depth of 4 inches. Remove stones measuring over 1-1/2 inches in any dimension. Remove sticks, roots, rubbish, and other extraneous matter. Limit preparation to areas which will be planted promptly after preparation.
1. Spread topsoil mix to minimum depth of 4 inches for sodded lawns as required to meet lines, grades, and elevations shown, after light rolling, addition of amendments, and natural settlement. Place approximately 1/2 of total amount of topsoil required. Work into top of loosened subgrade to create a transition layer and then place remainder of planting soil. Add specified soil amendments as required and mix thoroughly into upper 4 inches of topsoil.

3.4 PREPARATION OF PLANTING BEDS
A. Loosen subgrade of planting areas to a minimum depth of 6 inches using a culti-mulcher or similar equipment. Remove stones measuring over 1 1/2 inches in any dimension. Remove stocks, stones, rubbish, and other extraneous matter.
B. Spread planting soil mixture to minimum 12 inch depth required to meet lines, grades, and elevations shown, after light rolling and natural settlement. Add 1 1/2 inches of specified compost over entire planting area and mix thoroughly into upper 6 inches of topsoil. Place approximately 1/2 of total amount of planting soil required. Work into top of loosened subgrade to create a transition layer, then place remainder of the planting soil.
C. Apply Pre-Emergent per manufacturer's recommendation.

3.5 PLANTING TREES AND SHRUBS
A. Set balled and burlapped (B&B) stock on layer of compacted planting soil mixture, plumb and in center of pit or trench with top of ball at same elevation as adjacent finished landscape grades. Remove burlap from sides of balls; retain on bottoms. When set, place additional backfill around base and sides of ball, and work each layer to settle backfill and eliminate voids and air pockets. Place fertilizer tablets in excavated area per manufacture's written instructions. When excavation is approximately 2/3 full, water roughly before placing remainder of backfill. Repeat watering until no more is absorbed. Water again after placing final layer of backfill. Remove all ties from around base of trunk.
B. Set container grown stock, as specified, for balled burlapped stock, except cut cans on 2 sides with an approved can cutter and remove can; remove bottoms of wooden boxes after partial backfilling so as not to damage root balls.
C. Trees planted in turf area: Remove turf 3' dia around tree trunk. Dish top of backfill to allow for mulching.
D. Mulch pits, and planted areas. Provide not less than following thickness of mulch, and work into top of backfill and finish level with adjacent finish grades.
1. Provide 3 inches thickness of mulch.
E. If season and weather conditions dictate, apply anti-desiccant, using power spray, to provide an adequate film over trunks, branches, stems, twigs and foliage.
F. Prune, thin out, and shape trees and shrubs in accordance with standard horticultural practice. Prune trees to retain required height and spread. Unless otherwise directed by Architect, do not cut tree leaders, and remove only injured or dead branches from flowering trees, if any. Prune shrubs to retain natural character.
G. Remove and replace excessively pruned or misformed stock resulting from improper pruning.
H. Guy and stake trees immediately after planting, as indicated.
I. Apply approved herbicide to all shrub bed areas at manufacture specified rate. Re-apply as necessary for elimination of weeds.

3.6 SODDING NEW LAWNS
A. General: Install lawn sod in all areas designated on the drawings.
B. Soil Preparation
1. Any sod lawn areas that may have become compacted prior to sodding must be scarified to a depth of eight (8) inches by approved means, then finish graded as hereinbefore described.
C. Lay sod within 24 hours from time of stripping. Do not plant dormant sod or if ground is frozen.
D. Sod Placement
1. Sod will be brought onto lawn areas by wheeled means with proper protection of sod beds. Sod layers shall be experienced, or if inexperienced, shall be constantly supervised by an experienced foreman. The Contractor shall insure that the base immediately ahead of sod layer is moist. Sod shall be laid tight with not gaps. Allowance shall be made for shrinkage. Lay sod with long edges perpendicular to primary slope.
2. Lay to form a solid mass with tightly fitted joints. Butt ends and sides of strips; do not overlap. Stagger strips to offset joints in adjacent courses. Work on boards to avoid damage to subgrade or sod. Tamp or roll lightly to ensure contact with subgrade. Work sifted soil into minor cracks between pieces; remove excess to avoid smothering of adjacent grass.
3. Sod shall be rolled with a two hundred (200) pound roller after installation to insure proper contact between soil and sod. Final rolling must provide a uniform surface. After final rolling, the sod lawn shall be mowed and watered. Approval of sod lawns shall be based on uniform, healthy and vigorous growth with no dry or dead spots.
4. Add fertilizer "B" at the manufacturer's recommended application rate.
E. Water sod thoroughly with a fine spray immediately after planting.
F. Sodded Lawn Establishment
1. The Contractor shall be responsible for first mowing, subsequent mowings and fertilizing of sod lawn areas until Final Acceptance of the project.
2. Mowing shall be done by an approved "reel" type mower. Mower blades shall be set at two (2) inches high for all mowings.
3. Subsequent fertilizing shall occur three to four weeks after installation. Apply fertilizer as per the Manufacturer's recommended application rate. Verify all methods of application. Contractor shall notify the Architect in writing that the fertilizer applications have occurred and on what dates.

3.7 MAINTENANCE
A. Begin landscape maintenance immediately after planting. Maintenance shall continue until Project Final Acceptance.
B. Maintain trees, shrubs, and other plants by pruning, cultivating, and weeding as required for healthy growth. Restore planting saucers. Tighten and repair stake and guy supports and reset trees and shrubs to proper grades or vertical position as required. Restore or replace damaged wrappings. Spray as required to keep trees and shrubs free of insects and disease.
C. Maintain lawns by watering, fertilizing, weeding, mowing, trimming, and other operations such as tolling, regrading and replanting as required to establish a smooth, acceptable lawn, free of eroded or bare areas.
D. Maintain lawns for no less than period stated above, or longer as required to establish acceptable lawn.

3.8 CLEANUP AND PROTECTION
A. During landscape work, keep pavements clean and work area in an orderly condition.
B. Protect landscape work and materials from damage due to landscape operations, operations by other contractors and trades, and trespassers. Maintain protection during installation and maintenance periods. Treat, repair, or replace damaged landscape work as directed.

3.9 INSPECTION AND ACCEPTANCE
A. When landscape work is completed, including maintenance, Architect will, upon request, make an inspection to determine acceptability.
B. When inspected landscape work does not comply with requirements, replace rejected work and continue specified maintenance until reinspected by Architect and found to be acceptable. Remove rejected plants and materials promptly from project site.

END OF SECTION

SECTION 32 84 00 - IRRIGATION (PERFORMANCE)

PART 1 - GENERAL

1.1 CONDITIONS AND REQUIREMENTS:
A. General and Supplementary Conditions, and Division 1 General Requirements.

1.2 SUMMARY
A. Work included:
1. Provide and install a complete and operating automatic irrigation system for all lawn and planting areas.
2. Connect to main water supply at existing site stubout as provided.
3. Sleeving under paved areas (by others)
4. Obtain and pay for all permits and fees for the work of this section.
5. Perform work on a design/construct basis, subject to the requirements of the Contract Documents, applicable codes, and good design practice.
6. Winterization of system.

1.3 SUBMITTALS
A. Within 30 days after Contractor's receipt of Owner's Notice to Proceed, submit:
1. Manufacturer's printed product information and catalog cut sheets for all system components; five copies.
B. Shop Drawings: Submit shop drawings for underground irrigation system including plan layout and details illustrating location and type of head, type and size of valve, piping circuits, circuit GPM, pipe size, controls, and accessories.
C. Record Drawings: At completion of this work, submit to the Contractor:
1. Record Drawings; reproducible and five prints.
2. Operations and Maintenance information (2 copies), including:
a. Information including descriptive details, parts list, specifications, maintenance schedules and procedures for system components.
b. Operation, adjustment of system and components instructions.
c. Winterization procedures.
d. Schedule indicating required open valve time to produce given precipitation amounts and seasonal adjustments.
e. Warranties and guarantees.
f. Submit five copies.

1.4 GUARANTEE
A. Guarantee in writing all materials, equipment and workmanship furnished to be free of all defects of workmanship and materials. Within one year after date of Substantial Completion repair or replace all defective parts or workmanship that may be found at no additional cost to Owner.
B. Fill and repair all depressions and replace all necessary lawn and planting which result from the settlement of irrigation trenches for one year after date of Substantial Completion.
C. Supply all manufacturer's printed guarantees.

1.5 QUALITY ASSURANCE
A. Contractor shall be licensed in the State in which this work is being performed.
B. Contractor shall have at least two years prior experience in projects of equal or larger scope. Provide minimum of three references and list of similar projects with owners' names, addresses, and phone numbers, when requested by Owner.
C. Contractor shall employ on site at all times a foreman who is thoroughly experienced and competent in all phases of the work of this Section.

1.6 SYSTEM DESCRIPTION
A. Design requirements:
1. Minimum water coverage: Planting areas - 85%, Lawn areas - 100%
2. Layout system to obtain optimum coverage using manufacturer's standard heads. Spray on walks, walls or paved areas is not acceptable.
3. Zoning shall be designed for optimum use of available pressure and efficient distribution for types of plantings and shapes of planting areas.
4. Design pressures: Install pressure regulating equipment as necessary.
5. Provide/install approved fixed tee or coupling device for air blow winterization. Location shall be on main supply line downstream from main shut off valve.
6. Install approved backflow prevention device in conformance with local or prevailing codes, and in approved site location. Provide for drainage without erosive damage.

1.7 EXTRA EQUIPMENT
A. In addition to installed system, furnish owner with the following:
1. Valve operating key and marker key.
2. Wrench for each sprinkler head cover type.
3. Two (2) sprinkler head bodies of each size and type.
4. Two (2) nozzles for each size and type used.
B. Store above items safely until Substantial Completion.
C. Deliver above items at Substantial Completion.

PART 2 - PRODUCTS

2.1 PIPE AND FITTINGS
A. PVC 1120, ASTM D-1784, permanently marked with manufacturer's name, schedule rating, size, type. Solvent-weld type:
1. Pipe:
a. Pressure lines: Schedule 40 solvent weld.
b. Lateral lines: Class 200 pvc.
c. Sleeving: Class 200 pvc.
2. Fittings: Schedule 40 PVC, solvent-weld type. Install threaded joints where required at valves, risers, etc.
3. Risers: Lawn and shrub heads - flexible and damage-resistant plastic "polypipe" riser.
4. Solvent: NSF approved solvent for Type I & II PVC.
B. Polyethylene Pipe
1. Pipe: Class 100, 3/4" lateral line, for use on drip irrigation zone(s) where drip tubing is not otherwise used.
2. Fittings: Schedule 80 PVC.
3. Clamps: Stainless Steel.
C. Drip Line: Netafim Techline Dripperline, with .6 GPH drippers at 18" spacing.

2.2 SPRINKLER HEADS
A. Description: Appropriate for application in throw, pressure and discharge. Each type of head shall be of a single manufacturer.
1. Lawn heads: pop-up type.
B. Manufacturer: Rainbird, Hunter, Weathermatic Irrigation Company.

2.3 AUTOMATIC CONTROL SYSTEM
A. General; Furnish low voltage system manufactured expressly for control of automatic circuit valves of underground irrigation systems. Provide unit of capacity to suit number of circuits as indicated.
B. Control Enclosure: Manufacturer's standard wall mount with locking cover, complying with NFPA 70.
C. Circuit Control: each circuit variable from approximately 5 to 60 minutes. Including switch for manual or automatic operation of each circuit.
D. Timing Device: Adjustable 24-hour and 7 or 14 day clocks to operate any time of day and skip any day in a 7 or 14 day period.
E. Wiring: Solid or stranded direct-burial type as recommended by manufacturer of control unit; type AWG-UF, UL approved.

2.4 VALVING
A. Manual valves: brass or bronze for direct burial, gate valves, 150 pound class, threaded connection with cross type handle designed to receive operating key.
B. Automatic circuit valves: high impact plastic with corrosion-resistant internal parts. Low power solenoid control, normally closed, with manual flow adjustment; same manufacturer as control unit.
1. Standard sprinkler valve shall be Rainbird PEB-PRS-B. Use scrubber valve if not connected to potable water.
2. Drip Control Zone Kit: Hunter PCZ-101.
C. Quick coupler valve: brass or bronze construction with hinged top. One per zone or valve grouping.
D. Manual drain valves:
1. Bronze construction, straight type, 150 pound class, threaded connections, with cross type operating handle designed to receive operating key. Calco, Champion 100, or approved equal.
2. Size: 3/4 inch.

E. Pressure Regulator: Netafim Model PRV075HF35, 3/4", one per zones.
F. Flushing Valve: Netafim Model TLFV-1, two per zone (each end).
G. Filter: Netafim Model DF075-120, 3/4" filter; one per drip zone.
H. Air Relief Valve: Netafim Model TLAVRV,

2.5 MISCELLANEOUS
A. Chemicals: primer and solvent glue as required by pipe manufacturer.
B. Valve box - high impact plastic, green in color.
C. Valve cover and frame - compatible with valve box with provision for locking.
D. Drainage backfill - clean gravel or crushed stone, graded from 3" maximum to 3/4" minimum.

PART 3 - EXECUTION

3.1 GENERAL
A. Install system to provide for adequate protection against freeze damage.
B. Install system in accordance with approved Contractor design drawings. All deviations from the plans must be approved, and clearly recorded on record drawing.
C. Install system and components in strict accordance with manufacturer's recommendations.
D. Install quick coupler(s) on main supply line, approximately equal spacing, at valve box locations or intervals of approximately 200 feet, whichever is greater. Locate adjacent to paved surfaces, at valve boxes where practical.

3.2 SURFACE CONDITIONS
A. Examine the areas and conditions under which work will be performed. Notify Contractor of conditions detrimental to timely and proper completion of Section work. Do not proceed until unsatisfactory conditions are corrected.
B. Locate all underground utilities and structures and notify Architect of any conflict with Section work. Protect structures and utilities. Repair or replace said structures or utilities damaged by this work at no cost to the Owner.

3.3 SLEEVING
A. Sleeving installed by others. Coordinate with other trades.

3.4 TRENCHING AND BACKFILLING
A. Trenching and backfilling shall be per applicable ISPWC Section.
B. Cut trenches straight and without abrupt grade changes to allow the following minimum cover:
1. Main Lines and Sleeving: 18 inches.
2. PVC Laterals: 12 inches.
C. Surround lines with 2 inches of clean rock-free material on all sides.

3.5 MISCELLANEOUS VALVES
A. Install manual drain valves up stream. Install devise at mainline tap in accordance with manufacturer requirements for complete operation. Install backflow provision and connect to controller.

3.6 CIRCUIT VALVES
A. Install in valve box, arranged for easy adjustment and removal.
1. Provide union on downstream side.
2. Adjust automatic control valves to provide flow rate of rated operating pressure required for each sprinkler circuit.

3.7 PIPE INSTALLATION
A. Lay PVC pipe in accordance with standard and acceptable practice. Thrust blocks to be used at points of intersection and change of direction in main line pipe as per manufacturer's recommended specifications. Install manual drains.
B. PVC pipe joints, solvent welded except as indicated. Cut pipe square, deburr, wipe from surface all saw chips, dust, dirt, moisture and any foreign matter which may contaminate the cemented joint. Apply cleaner/primer and solvent cement, make joints in accordance with manufacturer's recommendations. Use Teflon thread sealant (tape) at all threaded joints.
C. Contractor shall size pipe according to schedule provided. Flow velocities shall not exceed 5 feet/second in all cases. Lateral lines shall be laid out and installed per zone to balance the pressure loss and provide minimum fluctuation in system operating pressures.

Pipe Size	Pipe Section	Pipe Size	Pipe Section
3/4"	0-9 GPM	1 1/2"	26-34 GPM
1"	10-17 GPM	2"	35-50 GPM
1 1/4"	18-25 GPM	2 1/2"	51-80 GPM

D. Techline Drip Line: Place in shallow furrow at 1"-2" below finish topsoil grade, below layer of specified mulch. Lay in uniform grid pattern in groundcover/shrub areas (rows 18"-24" apart max). Coil 20 linear feet at each balled and burlapped tree around base and to allow for tree removal if required. Staple drip line every 36" max. Flush all lines with full head of water prior to installation of flush valves at end of circuit runs.
E. Flush Valves: Install flush valve at end of each drip line run.

3.8 SPRINKLER HEADS
A. Flush circuit lines with full head of water prior to head installation.
1. Install heads at level with mulch
2. Locate part-circle shrubbery heads to maintain a minimum distance of six inches (6") from walls and four inches (4") from other boundaries unless otherwise indicated. Keep overspray to a minimum.

3.9 CONTROL WIRE INSTALLATION
A. Bury wires beside or below main line pipe in same trench.
B. Bundle multiple wires together with tape at ten feet (10') maximum intervals.
C. Provide 36 inch loop in wires at each valve where controls are connected and at 100' maximum intervals between.
D. Make all electrical joints (splices) in boxes only. Make electrical joints waterproof. Scotch-Lock connectors, or approved.

3.10 AUTOMATIC CONTROLLER
A. Install on site as approved. Verify location with Owner Representative.
B. Install typewritten legend inside controller door.

3.11 TESTING
A. Do not allow or cause any work of this Section to be covered up or enclosed until it has been inspected and tested.
B. Pressure testing:
1. Make necessary provision for thoroughly bleeding the line of air and debris.
2. Before testing, cap all risers, and install all valves.
3. Fill all main supply lines with water. Pressurize to 100 psi. Close air supply and test for leakage. Test shall be approved if no greater than 5 psi loss occurs in 15 minutes.
4. Fill all zone lines with water to static pressure. Hold for 15 minutes. Inspect for leakage.
5. Contractor shall provide all required testing equipment and personnel. Test shall be performed in presence of Architect. Contractor shall make notice of test (48) hours in advance.
6. Provide required testing equipment and personnel.
7. Repair leaks, and retest until acceptance by the Architect.
C. Coverage inspection: upon completion of all systems, perform a coverage test to determine if coverage of water afforded all areas is complete, adequate and uniform. Change heads, nozzles, orifices and/or adjustments as needed to provide uniform coverage.
D. Final inspection:
1. Clean, adjust, and balance all systems. Verify that:
a. Remote control valves are properly balanced;
b. Heads are properly adjusted for radius and arc of coverage;
c. The installed system is workable, clean and efficient.
E. Winterization: Winterize system at the end of first season of system operation. Review procedures with Owner Representative.

END OF SECTION

City of Caldwell
APPROVED FOR CONSTRUCTION
These plans and/or specifications have been reviewed for compliance with the City of Caldwell specifications. This review does not relieve the owner, engineer, or contractor of the responsibility to design and/or construct these facilities in compliance with all current applicable federal, state, and local laws, rules, regulations, ordinances, orders of decisions, development agreements, or specifications. Inconsistencies not isolated by City staff shall not be construed as approved unless specifically addressed as a variance and granted by City Council as a variance. The City retains the right to enforce provisions of said document and policies even if inconsistencies are not noted by the City. Any revisions of these approved plans will require a resubmittal for a full review and approval.
Name: Martin Gergen

Issue Description	Date
ISSUE	8-20-24
CITY COMMENTS	12-30-24
CITY COMMENTS	7-9-26
CITY COMMENTS	7-30-26

JENSENBELTS ASSOCIATES
Site Planning
Landscape Architecture
1509 Tyrell Lane, Ste 130
Boise, Idaho 83706
Ph. (208) 343-7175
www.jensenbelts.com

CHESTNUT HEIGHTS No. 3
CALDWELL, ID
FINAL PLAT LANDSCAPE PLAN

Job Number 2156

Drawn JJN | Checked KCS
Scale AS SHOWN
Sheet Title
LANDSCAPE SPECIFICATIONS

Sheet Number
L7
8 of 8 Sheets

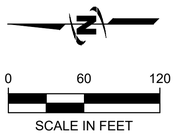
PARCEL AREA TABLE						
PARCEL NAME	SQUARE FEET	ACRES	TYPE	USE	% QUALIFIED	QUALIFIED TOTAL
LOT 11 BLOCK 4	5853 - DRAIN NQ 295 - OPEN NQ	0.13 DRAIN NQ 0.01 OPEN NQ	COMMON	DRAIN OPEN SPACE	0 DRAIN 0 BUFFER	0.00
LOT 12 BLOCK 4	1893 - OPEN Q	0.04 OPEN Q	COMMON	OPEN SPACE	100 OPEN	0.04
LOT 7 BLOCK 7	2520 - BUFFER Q	0.06 OPEN Q	COMMON	BUFFER	100 BUFFER	0.06
LOT 12 BLOCK 7	900 - BUFFER NQ	0.02 BUFFER NQ	COMMON	BUFFER	0 BUFFER	0.00
LOT 7 BLOCK 8	2504 - BUFFER Q	0.06 BUFFER Q	COMMON	BUFFER	100 BUFFER	0.06
LOT 12 BLOCK 8	900 - BUFFER NQ	0.02 BUFFER NQ	COMMON	BUFFER	0 BUFFER	0.00
LOT 1 BLOCK 15	17828 - OPEN Q	0.41 OPEN Q	COMMON	OPEN SPACE	100 OPEN	0.41
LOT 6 BLOCK 15	629 - BUFFER NQ	0.01 BUFFER NQ	COMMON	BUFFER	0 BUFFER	0.00
LOT 1 BLOCK 16	11222 - DRAIN NQ	0.26 DRAIN NQ	COMMON	OPEN SPACE	0 DRAIN	0.00
LOT 6 BLOCK 16	9890 - DRAIN NQ	0.23 DRAIN NQ	COMMON	OPEN SPACE	0 DRAIN	0.00
LOT 1 BLOCK 17	1800 - BUFFER Q	0.04 BUFFER Q	COMMON	BUFFER	100 BUFFER	0.04
LOT 7 BLOCK 17	3228 - BUFFER Q	0.07 BUFFER Q	COMMON	BUFFER	100 BUFFER	0.07
LOT 1 BLOCK 18	1887 - BUFFER Q	0.04 BUFFER Q	COMMON	BUFFER	100 BUFFER	0.04
LOT 7 BLOCK 18	5018 - DRAIN NQ	0.12 DRAIN NQ	COMMON	BUFFER	0 DRAIN	0.00
LOT 1 BLOCK 19	3763 - DRAIN NQ 18664 - OPEN Q	0.09 DRAIN NQ 0.43 OPEN Q	COMMON	OPEN SPACE	0 DRAIN 100 BUFFER	0.43

PARCEL AREA TABLE			
LOT NUMBER	BLOCK NUMBER	AREA (FT²)	DESCRIPTION
11	4	6,148	OPEN SPACE
12	4	1,893	OPEN SPACE
7	7	2,519	BUFFER
12	7	900	BUFFER
7	8	2,504	BUFFER
12	8	900	BUFFER
1	15	17,828	OPEN SPACE
6	15	629	BUFFER
1	16	11,222	OPEN SPACE
6	16	9,890	OPEN SPACE
1	17	1,800	BUFFER
7	17	3,228	BUFFER
1	18	1,887	BUFFER
7	18	5,018	BUFFER
1	19	22,427	OPEN SPACE

TOTAL AREA: 19.37 AC.
TOTAL COMMON AREA: 2.04 AC. (10.5%)
QUALIFIED COMMON AREA: 1.15 AC. (5.9%)

OPEN SPACE/BUFFER AREA

DRAINAGE AREA



J-U-B ENGINEERS, INC.

J-U-B ENGINEERS, INC.
2760 W. Excursion Ln.
Suite 400
Meridian, ID 83642
Phone: 208.376.7330
www.jub.com

REUSE OF DRAWINGS
J-U-B SHALL RETAIN ALL COMMON LAW, STATUTORY, COPYRIGHT AND OTHER RESERVED RIGHTS OF THESE DRAWINGS, AND THE SAME SHALL NOT BE REUSED WITHOUT J-U-B'S PRIOR WRITTEN CONSENT. ANY REUSE WITHOUT WRITTEN CONSENT BY J-U-B WILL BE AT CLIENT'S SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO J-U-B.

NO.	DESCRIPTION	BY	APPR.	DATE
	REVISION			

CHESTNUT HEIGHTS SUBDIVISION NO. 3
CALDWELL, IDAHO

OPEN SPACE EXHIBIT

FILE : CN3-OPEN SPACE EXHIBIT
JUB PROJ. # : 10-23-045
DRAWN BY: EE
DESIGN BY: ###
CHECKED BY: MEP
ONE INCH
AT FULL SIZE, IF NOT ONE INCH, SCALE ACCORDINGLY
LAST UPDATED: 1/7/2025

SHEET NUMBER:
1

Plot Date:1/7/2025 1:36 PM Plotted By: Matthew Kaufman
Date Created:12/27/2024 \\JUB\CENTRAL\CLIENTS\ID\TRILOGY\PROJECTS\10-23-119_CHESTNUTHEIGHTSNO3\CAD\EXHIBITS\OPENSPACE\CN3-OPEN SPACE EXHIBIT.DWG

Regular **Item:** 14.

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approve the Findings of Facts and Conclusions of Law for Reserve at Verbena No. 2 Final Plat (SFP26-000020).

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. FCO_ReserveatVerbenaRanchNo.2 (SFP26-000020) Packet

Caldwell Planning & Zoning Department

STAFF REPORT / FINDINGS

Consent Item | City Council | 9/8/2026

Staff Planner: Garline Davis

CASE NO(s): SFP26-000020
Project Name: Reserve at Verbena Ranch No. 2

STAFF REVIEW SUMMARY

Staff finds the final plat **IS** compliant with all applicable codes, regulations, and policies, and is in conformance with the approved preliminary plat. Staff recommends if approved, the approvals be subject to the conditions listed in the Findings of Fact, Conclusion of Law, and Decision herein.

CITY COUNCIL DECISION

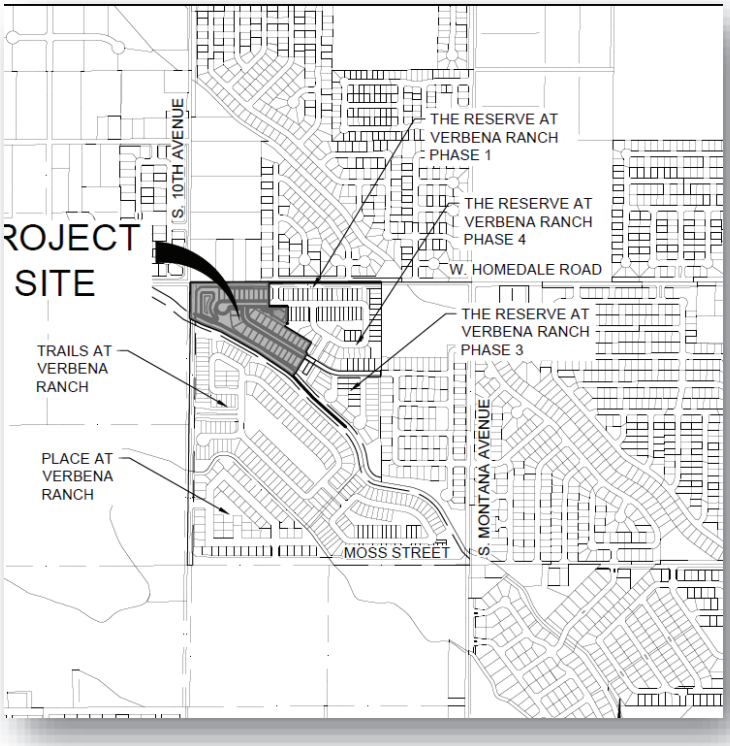
City Council APPROVED the final plat at the 9/8/2026 City Council meeting.

PROJECT SUMMARY:

Proposed Land Use Applications:

Final Plat for Reserve at Verbena Ranch Subdivision No. 2, consisting of 35 detached single-family residential building lots and 2 common lots on approximately 10.96 acres in the R-1 zoning district.

Project Name:	Reserve at Verbena Ranch No. 2
Applicant:	Toll Brothers
Property Owner:	Toll West Inc.
Parcel ID Number(s):	R3272000000
Property or Project Size:	10.96 acres (this phase)



DECISION BODY – REQUIRED FINDINGS & APPROVAL CRITERIA

Before the City Council approves any application, the Council must find and conclude the proposed application is compliant with the Caldwell City Code approval criteria as listed under #11 within Section I, Findings of Facts, within this report.

BEFORE THE CALDWELL CITY COUNCIL
CITY OF CALDWELL, CANYON COUNTY, IDAHO

IN THE MATTER OF AN APPLICATION FOR A FINAL PLAT APPROVAL FOR RESERVE AT VERBENA RANCH SUBDIVISION NO. 2 CONSISTING OF 35 DETACHED SINGLE-FAMILY RESIDENTIAL BUILDING LOTS AND 2 COMMON LOTS ON APPROXIMATELY 10.96 ACRES IN THE R-1 ZONING DISTRICT.

Property Owner: TOLL WEST INC.

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

Case No. SFP26-000020

I. FINDINGS OF FACTS

1. **APPLICANT:** Toll Brothers

2. **PROPERTY OWNER:** Toll West Inc.

3. **APPLICATION REQUEST:** Application for Final Plat for Reserve at Verbena Ranch Subdivision No. 2, consisting of 35 detached single-family residential building lots and 2 common lots on approximately 10.96 acres in the R-1 zoning district.

4. **SITE ADDRESS AND LOCATION:** The subject site is located near the southeast corner of E. Homedale and S. 10th, on the east side of 10th and directly abutting Homedale, described as a parcel located in the NW ¼ of Section 10, T3N, R3W, B.M, City of Caldwell, Canyon County, Idaho, 2026

5. **ASSESSOR PARCEL NUMBER(S):** R3272000000

6. **PROJECT SIZE:** Phase 2 is approximately 10.96 acres, more or less, of the existing 38.02-acre parcel

7. **PUBLIC NOTICING:** The Planning and Zoning Division notifies all political subdivisions providing services within the planning jurisdiction, including school districts who will be impacted by any changes that have been proposed from what was originally approved on the preliminary plat.

   Review of the final plat submitted determined there were no modifications proposed that would necessitate additional public agency notifications.

8. **PRELIMINARY PLAT AND DEVELOPMENT BACKGROUND AND HISTORY:**

The preliminary plat approval for Reserve at Verbena Ranch (ANN24-00006 & SUB24-000025, PUD24-000004) was signed by the City Council on 5/5/2025. The first phase was approved by City Council on 5/6/2026.
This phase consists of approximately 10.96 acres and includes 35 single-family detached residential lots.

9. **APPLICABLE REGULATIONS AND GUIDING DOCUMENTS:**

a. City of Caldwell Zoning Ordinance No. 1451, as amended
b. City of Caldwell Subdivision Ordinance, as amended
c. Idaho Code, Title 67, Chapter 65, Local Planning Act

10. **STAFF REVIEW AND ANALYSIS:**

Residential Type	**# of Lots**				
	PP	FP No 1	FP No 2	TBD	Remaining
Single-Family Detached	130	31	35		64
Common Lots	n/a	5	2		n/a

Residential Type	**# of Buildings**				
	PP	FP No 1	FP No 2	TBD	Remaining
Single-Family Detached	130	31	35		64
Common Lots	n/a	n/a	n/a		n/a

Residential Type	**# of Units**				
	PP	FP No 1	FP No 2	TBD	Remaining
Single-Family Detached	130	31	35		64
Common Lots	0	0	0		n/a

Non-Residential					
	PP	FP No 1	TBD	TBD	Remaining
Open Space Acreage	7.16 ac.	0.5 ac.	2.95 ac		3.71 ac.
Amenities Approved	Pond w/ fishing pier, pool w/ changing rooms, tot-lot, seating area, dog park, 10' regional pathway segment	none	Pond w/ fishing pier, pool w/ changing rooms, community pathway segment		Tot-lot, seating area, dog park, 10' regional pathway segment.

Staff Comment: *Construction drawings (CD26-000023) and the proposed final plat have been reviewed for conformance with city codes and with the approved preliminary plat. The Planning & Zoning Division, in consultation with the Engineering Department, has determined the final plat complies with city code and the approved preliminary plat.*

11. **CITY COUNCIL DECISION:**

Regarding the request for a final plat approval for Reserve at Verbena Ranch Subdivision No. 2, a residential subdivision consisting of 35 detached single-family residential building lots and 2 common lots on approximately 10.96 acres in the R-1 zoning district, located in the NW ¼ of Section 10, T3N, R3W, B.M, City of Caldwell, Canyon County, Idaho, 2026, the subject application was placed on the 9/8/2026 City Council consent agenda for consideration.

Based upon the information received and the record of evidence presented, the City Council voted to **APPROVE** the request for final plat approval, subject to the conditions herein. In approving the request, the City Council concluded the following:

1. The final plat is compliant with city code; and
2. The final plat is in compliance with the approved preliminary plat.

II. CONCLUSIONS OF LAW

1. The City of Caldwell has provided for the processing of Land Use permits authorized by Chapter 65, Title 67, Idaho Code, pursuant to Chapter 10 Zoning Regulations and Chapter 11 Subdivision Regulations.
2. The record includes, but is not limited to all files, application documents, public notices, public comments and testimony, staff reports and memos, presented evidence and exhibits, public hearing written minutes and audio, and the signed Findings of Facts, Conclusions of Law, and Decision.
3. The City Council is authorized to approve, approve with conditions, approve with modifications, or deny final plats in accordance with Section 11-02-03 (2) D of Caldwell City Code.
4. The City Council reviewed and considered all records, evidence, testimony, facts presented, applicable code standards, and approval criteria as specified within Caldwell City Code in making their decision.

III. CONDITIONS OF APPROVAL

NOTE: Any conditions removed by the governing body will be shown in a strikethrough. Any conditions added by the governing body will be shown as underlined.

The approval of the application request for (SFP26-000020) is subject to adherence to the following conditions:

A. Site Specific Requirements:

1. Future development of the subject site shall be substantially consistent with the approved plans herein and all conditions/entitlements associated with Reserve at Verbena Ranch Preliminary Plat and Verbena Ranch PUD (ANN24-00006, SUB24-000025, & PUD24-000004).
2. No more than 30 homes/lots may receive building permit approval before a Fire-approved secondary access is constructed.

B. General Requirements:

1. Development of the subject property shall be in conformance with all municipal codes, policies, standards, and regulations of the City of Caldwell, unless specifically stated otherwise in a Development Agreement or in the Order of Decision. **NOTE:** *Failure to identify a code violation during the review of the plans DOES NOT give the applicant the right or permission to violate any codes, policies, standards and/or regulations.*
2. If any term or provision of this decision, to any extent, is held invalid or unenforceable, the remaining terms and provisions hereof shall not be affected thereby, but each such remaining term and provision shall be valid and enforced to the fullest extent permitted by law.
3. Any nuisances existing on the property (weeds, trash, debris, etc) shall be resolved and in compliance with city codes prior to the approval of any construction drawings and/or issuance of building permits.

4. Any changes to the plans and specifications upon which this approval is based, other than those required by the above conditions, will require submittal of an application for modification and approval of that application prior to commencing any change.

5. All improvements and operations shall comply with applicable local, state and federal requirements and procedures whether specifically addressed in the analysis of this application or not.

6. Fencing: Fencing must comply with Caldwell City Code Section 10-02-07.

7. Approval: This approval is for the application(s) specified herein only. Additional permits, licenses and approvals may be necessary.

8. Solid Waste Disposal: All solid waste receptacles utilized during development and/or construction shall be provided by the same company with which the City of Caldwell has an exclusive contract.

9. Business Licensing: All businesses operating within the corporate limits of the city shall obtain a business permit license prior to commencing business operations.

C. Site Design and Development Standards:

1. General: All new construction shall comply with the current dimensional standards (height and setback schedule) in effect at the time the building permit is filed, excluding any deviations approved through a planned unit development, special use permit, and/or development agreement.

2. Stormwater: Strict adherence to the "Caldwell Stormwater Management Manual", as adopted by the city council as well as any subsequent adopted updates, is required. **NOTE:** *Any modifications necessary to the original approved stormwater design where additional stormwater retention or detention facilities are required, or where the approved retention and detention facilities are required to be expanded, still requires adherence to the requirements for minimum open space, landscape buffers, lot sizes and setbacks.*

D. Engineering Department Conditions:

The following items shall be completed prior to the City Engineer signing the final plat. Said items cannot be deferred by posting a financial security:

1. Water System: The final plat cannot be signed until the water system has been constructed, pressure tested and clean water samples received.

2. Sewer System: The final plat cannot be signed until the sewer system has been constructed, pressure tested, CCTV video has been submitted and approved and interim as-builts have been approved by the Engineering Department.

3. Pressurized Irrigation System: The final plat cannot be signed until the pressure irrigation system within the public right-of-way has been constructed and pressure tested.

4. Storm Drain System: The final plat cannot be signed until the storm drain system located within the public right-of-way has been constructed, passed visual inspection, and interim as-builts have been approved by the Engineering Department.

5. All-Weather Surfaces: The final plat cannot be signed until all-weather surfaces are in place, compaction test results have been submitted and approved for roadways and emergency accesses and, if paved, core sample results have been submitted and approved.

6. Street Signs: The final plat cannot be signed until all street signs have been installed to City standards and approved.

7. Construction Security: Construction security (compliant with current City Code requirements) must be provided for all items which are not among the items listed above, and which are not yet completed before the City Engineer can sign the final plat. The City must be in agreement on a construction security amount for those improvements.

8. Final Plat Review: The final plat drawing shall be submitted to the Engineering Department for review prior requesting signatures on the final plat. Adequate review time (no less than 30 days) shall be provided by the Applicant. Final plats submitted for review must meet all State statutes and City codes, policies, and ordinances.

9. Addressing: In an effort to expedite the addressing process of the final plat, applicants shall submit electronic copies of the final plat, in both PDF and AutoCAD format, to the Engineering and Mapping departments as soon as possible.

E. Fire Department Conditions:

1. All requirements from the Fire Department for access, turnarounds, emergency access, water supply, fire hydrants, etc. shall be met in the development and/or platting of the subject property.

2. Final approval of the location and number of fire hydrants within the development shall be determined by the Fire Marshal and take place by phase at the time of submittal of applicable construction drawings for each phase.

F. Mapping Department Conditions:

1. Approved Subdivision Name. No changes to an approved subdivision name shall occur unless a request is initiated through the filing of an application for a "Subdivision Name Change Request", and subsequently reviewed and approved the Mapping and Planning and Zoning Department, at an administrative staff level. In making application, the application shall file a completed application with the Planning and Zoning Department on forms prescribed by the department accompanied by such data and information necessary to assure the fullest presentation of facts, as determined by the Planning Director.

   a. Subdivision Name Change Requests; Prior to Final Plat Submission: If approved, an amended preliminary plat will need to be submitted to the Planning and Zoning Department with the reflected subdivision name change prior to the approval of construction drawings. All construction drawings and final subdivision plats shall reflect the new approved subdivision name.

   b. Name Change Requests; Prior to Final Plat Recording: If approved, an amended final plat drawings and mylars will need to be submitted to the Planning and Zoning Department with the reflected subdivision name change prior to signature of the final plat.

   c. Name Change Requests; After Final Plat Recording: If approved, an amended final plat drawing indicating the new subdivision name OR an Affidavit of Correction indicating that the plat is otherwise known as "insert the new approved subdivision name", shall be recorded at the county recorder's office. Once the plat or affidavit is recorded, a copy of the recorded plat or affidavit shall be provided to the Planning and Zoning Department.

2. Approved Street Names, Street Layout, Lot and Block Numbering, and Subdivision Phasing Plan. No changes to the original approved street names, street layout and configuration, lot and block numbering, or subdivision phasing plan shall occur without prior approval from the City of Caldwell Mapping Division. Any substantial changes from what was originally approved may require additional public hearings.

G. Landscaping Specific Requirements:

1. Compliance: The applicant shall comply with all landscaping requirements based on Caldwell City Code.

2. Landscape Plan: The Landscape Plan **(Exhibit 1)** represents the approved landscape plan. Any changes to

the landscape plan must be submitted to the City for review and approval prior to installation.

3. If the City determines that any such changes require additional public comment due to potential impacts on surrounding property or the community, or that such change is a substantial enough change from the landscape plan presented to the public, a public hearing shall be held on the proposed changes and notice shall be provided as required by the City.
4. Landscape Maintenance: All landscaping and screening devices shall be maintained in an attractive, live, safe and healthy manner, and to meet the specific requirements in the Caldwell City Code.
5. Subdivisions: The homeowner's association is responsible for maintaining all common area landscaping and screening devices within a subdivision, development, and/or the subject property.
6. Street Landscape Buffers: The street landscape buffers shall contain a mixture of sod, trees (deciduous and evergreen), shrubs, lawn, vegetative and non-vegetative ground cover so that the entire buffer area is covered. Plantings shall meet or exceed the minimum plant sizes as follows:

Planting Type	**Minimum Size at Time Planting**
Evergreen trees	6-foot height minimum
Ornamental trees	2-inch caliper minimum
Shade trees	2-inch caliper minimum
Shrubs & Perennials	10" height and/or spread minimum, depending on plant species

H. Subdivision Specific Requirements:

1. Cluster Mailboxes: The development shall utilize cluster mailboxes for delivery of mail. Individual mailboxes shall not be allowed. A cluster mailbox placement plan shall be submitted to the Planning and Zoning department showing coordination with the United States Postal Services prior to submitting the construction drawings.
2. Subdivision Construction Signage: At the time of development a "rules and regulations" sign shall be posted and maintained at the entryways to the project until it is fully developed and build out is complete. The signs would be intended for subcontractors performing work and should include: a) no dogs; b) no loud music; c) no alcohol or drugs; d) no abusive language; e) disposal of personal trash and site debris; f) daily cleanup of any mud and/or dirt that is deposited from the construction parcel onto streets; g) installation of a temporary construction fence that would keep debris from being blown off site by the wind; h) no burning of construction or other debris on the property.
3. Plat Expirations:

   Final plats must be recorded for a single-phase development or for the first phase of a multi-phase development within twenty-four (24) months of the date of signature on the approving order of decision for the final plat.
4. Phased Subdivisions: The subdivider may file and obtain acceptance of successive final plats for continuous segments of the approved preliminary plat without reapplication for preliminary plat approval, provided that final plats are recorded in successive intervals of not more than two (2) years each, as measured from the date of recordation of the prior phase final plat.

I. Planned Unit Development Specific Requirements:

1. PUD Ownership: A planned unit development shall be under single ownership/control during the planning and developmental stage to ensure that the development can be accomplished in a unified manner.
2. PUD Amenities: 50% of the amenities shall be completed with the first 80% of building permits issued for the entire development. All amenities shall be completed prior to the final landscape inspection for street buffers and open space.
3. PUD Expiration: The completion of the first phase of a planned unit development shall take place within three (3) years of the signature date on the order of decision approving the planned unit development or said approval shall become null and void. For each phase after the first phase there shall be an allowed one year time frame per phase for completion. Should any phase not be completed within its one year time frame, approval on the uncompleted portion of the planned unit development shall become null and void. Exceptions to the time frames may be granted at the time of original approval of the planned unit development, provided said exceptions are requested in the initial application.

IV. ORDER OF DECISION

The Council, based upon the testimony and evidence in record in this matter and upon findings of fact and conclusions of law set forth herein DOES HEREBY DETERMINE AND DECIDE AS FOLLOWS: the request for a final plat approval for Reserve at Verbena Ranch Subdivision No. 2, a residential subdivision consisting of 35 detached single-family residential building lots and 2 common lots on approximately 10.96 acres in the R-1 zoning district, located in the NW ¼ of Section 10, T3N, R3W, B.M, City of Caldwell, Canyon County, Idaho, 2026, is **APPROVED SUBJECT TO THE CONDITIONS OF APPROVAL LISTED HEREIN.**

These Findings of Fact, Conclusions of Law and Decision are for Reserve at Verbena Ranch Subdivision No. 2 approved and adopted by the Caldwell City Council on this date, September 8, 2026.

_____ _____

Eric Phillips, Mayor Date of Decision

ATTEST:

_____

Kristina Buchan, City Clerk
City of Caldwell

EXHIBIT 1

Application Documents

- Checklist
- Application
- Narrative
- Vicinity Map
- Final Plat
- Landscape Plan
- Open Space Exhibit
- Approved Preliminary Plat

City of Caldwell
Planning & Zoning Department
621 Cleveland Blvd., Caldwell, ID 83605 | PZ@cityofcaldwell.org | 208-455-3021

FINAL PLAT CHECKLIST

Upon receipt of this application, staff will review the project to confirm that all pre-requisite application type(s) have been submitted, reviewed, and approved. The following items must be submitted for the application to be considered complete.

- *Final plat applications may be submitted concurrently with the submission of civil construction drawings.*
- *Final plat applications are submitted to the Planning and Zoning Department.*
- *Civil construction drawings are submitted to the Engineering Department.*

1. FORMAT AND GENERAL INFORMATION REQUIRED

Applicant	Description	Staff
☑	Caldwell Master Development Application	☐
☑	If the signatory on this application is not the owner of the property, an original notarized statement (affidavit of legal interest) from the owner stating the applicant is authorized to submit this application is required.	☐
☑	Associated Fee(s): as listed on the Development Review Fee Schedule	☐
☑	A completed copy of this checklist (check each box)	☐
☑	Provide a copy of a current title report, or warranty deed for the subject property	☐
☑	Provide a project narrative addressing any conditions of approval or changes from the approved preliminary plat.	☐
☑	One (1) full size copy of the approved preliminary plat (pdf format).	☐
☐ incl. ☑ n/a	One (1) full size copy of an amended preliminary plat in pdf format (if changes from the approved preliminary plat are being proposed)	☐
☑	One (1) full size copy of the final plat (pdf format)	☐
☑	One (1) georeferenced ArcMap-compatible file, such as a zipped shapefile, of the final plat shall be submitted with construction drawings to the engineering department.	☐
☑	The final plat drawing(s) shall be submitted in digital form using .dwg drawing file format and shall be spatially referenced to the Idaho state plane coordinate system - west zone, North American datum (NAD) 83.	☐
☑	One (1) copy of the final plat shall be a reproducible Mylar copy, suitable for blue line reproduction, and shall be submitted to the engineering department.	☐

☑	Provide a copy of the Order of Decision for the preliminary plat	☐
☐ incl. ☑ n/a	Provide a copy of the Development Agreement (if applicable)	☐
☑	General formatting: The final plat shall be drawn to an accurate scale having not more than one hundred feet to an inch (100' = 1") and shall be in a high-resolution format that is clear and legible. All final plats to be offered for recording shall be in accordance with Idaho Code title 50, chapter 13, and city code.	☐
☑	All final plat sheets shall be 24" x 36" with an appropriate, readable scale.	☐
	☐ Orient plat so that north is to the top or left-hand side of sheet.	☐
	☐ Provide north arrow, graphic scale, and written scale.	☐
	☐ Provide a vicinity map in the same orientation of plat showing subject property.	☐

2. FINAL PLAT REQUIRED CONTENT

Applicant	Description	Staff
☑	Designate a title block in the lower, right-hand corner of the plat document. The title block shall contain the name of the subdivision and its location by number, section, township, range and county, date of preparation, and plat type.	☐
☑	Surveyor Information: Plat shall contain the name, address and official seal of the professional land surveyor preparing and stamping the plat.	☐
☑	Include the number of lots for each residential, commercial, and/or industrial type land use; the number of common open space lots; acreage; and the number of dwelling units for each type.	☐
☑	Plat shall include a statement in accordance with Idaho Code section 50-1334 as to the water system being utilized.	☐
☑	For multiple page plats, indicate the sheet number for each page of the plat as: Sheet [#] of [Total #].	☐
☑	Boundaries of the tract to be subdivided fully balanced and closed, showing all bearings and distances, determined by an accurate survey in the field. All dimensions shall be expressed in feet and decimals thereof.	☐
☑	Any excepted parcel(s) within the plat boundaries shall show all bearings and distances, determined by an accurate survey in the field. All dimensions shall be expressed in feet and decimals thereof.	☐
☑	Location and description of cardinal points to which all dimensions, angles, bearings, and similar data on the plat shall be referenced.	☐
☑	Reference by dimension and bearing to a combination of two (2) section corners, quarter section corners, or recorded monuments.	☐
☑	Provide a legend for all abbreviations, graphic symbols, and line types used.	☐

Applicant	Description	Staff
☑	Name, right of way lines, courses; lengths and widths of all public streets, pathways, and utility easements; all linear curves for street centerlines and property lines shall include the following information: (A) Radii. (B) Central angle. (C) Arc length. (D) Points of tangency. (E) Long chord, length and bearing.	☐
☑	All proposed easements for access provided for public services, utilities, or public pathways, and any limitations of the easements, as well as dimensions, bearings, widths, and use indicated. Any existing recorded easements on the subject property shall also be shown with use, width, dimensions, bearings and applicable instrument numbers.	☐
☑	All lots shall be numbered by consecutive numbers throughout the plat. "Exceptions" or areas not designated as a lot shall be so designated, lettered or named and clearly dimensioned. Both square footage and acreage of every lot within the subdivision shall be noted.	☐
☑	Location, dimensions, bearings, radii, arcs and central angles of all sites to be dedicated to the public shall be clearly indicated and the intended use specified.	☐
☑	Certification and signature by the professional land surveyor preparing said plat certifying to the accuracy of the survey and plat and that the monuments described in it have been located as described.	☐
☑	Certification, acknowledgment, and signature by the owner including dedication of all streets, rights of way and any sites for public use, and granting of any existing or proposed easements, including acknowledgment of such.	☐
☑	Certification and signature of the county surveyor verifying that the accuracy of the plat complies with the requirements of Idaho Code.	☐
☑	Signature block for city engineer verifying that final plat complies with Idaho Code, title 50 and with city code.	☐
☑	Signature block for city clerk verifying council approval of said final plat.	☐
☑	Certification and signature of the health department verifying approval of sewer and water facilities as required by Idaho Code, title 50, chapter 13.	☐
☑	Certification of county treasurer as required by Idaho Code, title 50, chapter 13.	☐

3. SITE DATA

Applicant	Description	Staff
☑	Complete the data table below.	☐

Total Acreage of Site:	10.96	Total Acreage of Any Out-Parcels:	
Residential / Multi-Family Information:			
Total # of Lots:	37	Total # of Dwelling Units:	35
# of Residential Lots	35	# of Single-Family (detached or townhomes):	35
# of Common Lots	2	# of Duplex Dwelling Units:	0
Total Acreage of Common Lots:	3.16	# of Triplex Dwelling Units:	0
Minimum Lot Size:	5,060 SF	# of 4-, 5-, or Six Family Dwelling Units:	0
Maximum Lot Size:	9,057 SF	# of Multi-Family Dwelling Units:	0
Average Lot Size:	5,880 SF	Dwelling Units per Gross Acre:	3.19
Minimum Street Frontage:	40'	Minimum Lot Width:	40'
Commercial / Industrial Information:			
# of Commercial Lots:		Total Gross Square Feet of Commercial Buildings:	
# of Industrial Lots:		Total Gross Square Feet of Industrial Buildings:	

APPLICANT ACKNOWLEDGMENT

By signing below, I acknowledge:

☑ All items on the checklist are included in the submittal package.

☑ All documents are single sided and high-resolution.

☑ All submittal information included within the checklist and the application are, to the best of my knowledge, complete and accurate.

☑ I am aware that my civil construction drawings WILL NOT be approved until all outstanding items have been addressed and the final plat has been heard by City Council.

Kyle Prewett

Printed Name

4/1/2026

Date

Kyle Prewett

Signature

The applicant is the:

☐ Property Owner

☑ Property Owner's Agent/Representative

City of Caldwell

Community Development Department – Planning & Zoning Division

MASTER LAND USE APPLICATION

Please note that any land use action below marked with an asterisk (*) will require public hearing. Land use actions below marked with two asterisks (**) may require public hearing depending on the scope of project.

APPLICATION REQUESTS

Note: Please check all that apply.

- ☐ Director Determination
- ☐ Administrative Development Review[2]
- ☐ Alternative Method of Compliance
- ☐ *Annexation w/ Zoning
- ☐ Business License (Business Permit)
- ☐ *Certificate of Appropriateness
- ☐ *Comprehensive Plan Amendment
  - ☐ Text
  - ☐ Map
- ☐ *Deannexation
- ☐ **Design Review
- ☐ Development Agreement
  - ☐ *New
  - ☐ **Modification
  - ☐ *Termination
- ☐ Home Occupation Permit
  - ☐ New
  - ☐ Renewal
- ☐ Lot Line Adjustment
- ☐ Lot Split
  - ☐ Administrative
  - ☐ Simple
- ☐ *Manufactured Home Community
- ☐ Mobile Food Unit (Individual)
- ☐ Mobile Food Unit Park / Court
- ☐ Outdoor Dining Permit
- ☐ Parcel Consolidation
- ☐ Performance Bonding
- ☐ Planned Unit Development (PUD)
  - ☐ *New
  - ☐ **Modification
- ☐ Public Art / Murals
- ☐ *Rezone (Zoning Map Amendment)
- ☐ Signs[1]
- ☐ Special Use Permit (SUP)
  - ☐ *New
  - ☐ **Modification
  - ☐ Time Extension
- ☐ Subdivision Plats
  - ☐ *Preliminary Plat
  - ☒ Final Plat
  - ☐ *Short Plat (Regular)
  - ☐ *Short Plat (Condo)
  - ☐ **Plat Modification
  - ☐ Time Extension
  - ☐ Renewal
- ☐ Temporary Use Permit
  - ☐ New ☐ Renewal
  - ☐ Construction Trailer
  - ☐ Model Home Sales Office
  - ☐ Storage Containers / Pods
  - ☐ Temporary Housing
  - ☐ Transient Merchant
- ☐ Traffic Impact Study Review
- ☐ Vacation of Easement and/or Right-of-way
- ☐ *Variance
- ☐ *Zoning Ordinance Text Amendment
- ☐ Other, Pleases Describe:

_____

_____

_____

[1]Freestanding, post/pole, or monument signs less than 6' in height. All other signs must be submitted through the building department.

[2] Used when not associated with other land use applications, when revisions to an approved (non-subdivision development) is being proposed, or when the land use schedules or specific use provisions of the Code indicate the requirement for Administrative Development Review.

City of Caldwell

Community Development Department – Planning & Zoning Division

MASTER LAND USE APPLICATION

PROJECT and SITE/PROPERTY INFORMATION

Project or Business Name: The Reserve at Verbena Ranch Subdivision No. 2

Site Address (s):	**Suite #:**
0 S 10th Ave, Caldwell, ID 83607	

Parcel #(s): R3272000000

Total Acres: 10.96

General Location of Site:

SE of the Homedale Rd & 10th Ave intersection

Current Zoning of Parcel(s): *(Check all that apply)*	☐ RS-1 ☐ RS-2 ☒ R-1 ☐ R-2 ☐ R-3 ☐ C-1 ☐ C-2 ☐ C-3 ☐ C-4 ☐ C-C ☐ DCB ☐ M-1 ☐ M-2 ☐ I-P ☐ A-D ☐ C-D ☐ H-D ☐ P-D ☐ T-N ☐ H-C ☐ Property currently In County Please list the current county zoning designation: _____
Overlay Districts: *(Check all that apply)*	☐ APO-1 ☐ APO-2 ☐ Indian Creek Corridor Overlay ☐ Downtown Local Historic Area ☐ Steunenberg Historic District ☐ Floodplain Overlay ☒ None
City of Caldwell Comprehensive Plan Designation of Parcel(s): *(Check all that apply)*	☐ Neighborhood 1 ☒ Neighborhood 2 ☐ Neighborhood 3 ☐ Urban Neighborhood ☐ Community Center ☐ Mixed Use Center ☐ Downtown ☐ Employment Center ☐ Special Purpose
Are parcels located within an Area Hub as indicated on the City of Caldwell Comprehensive Plan?	☐ Yes ☒ No

City of Caldwell

Community Development Department – Planning & Zoning Division

MASTER LAND USE APPLICATION

Description of Proposed Project / Request:

Subdivision - Final Plat for The Reserve at Verbena Ranch Subdivision No. 2. The project is located at 0 S 10th Ave, Caldwell, ID 83607, in the NW 1/4 of Section 10, Township 3 North, Range 3 West. The final plat includes 35 single-family residential lots and 2 common lots on 10.96 acres.

APPLICANT INFORMATION:

Name:	Kyle Prewett
Company Name (if applicable):	Toll Brothers
☐ Property Owner ☒ Authorized Agent ☐ Purchaser ☐ Petitioner (Vacations only)	
Mailing Address:	3103 W Sheryl Dr, STE 100, Meridian, ID 83642
Phone:	8318019724
Email:	kprewett@tollbrothers.com

PROPERTY OWNERS' INFORMATION

(If an LLC, please provide documentation of being an authorized signer)

☐ Not Applicable

Name:	Toll West Inc.
Mailing Address:	3103 W Sheryl Dr, STE 100, Meridian, ID 83642
Phone:	2084240020
Email:	rhammons@tollbrothers.com

City of Caldwell

Community Development Department – Planning & Zoning Division

MASTER LAND USE APPLICATION

DESIGNATED CONTACT PERSON

(Who will receive and disseminate all correspondence from the city)

Same as:

☒ Applicant ☐ Property Owner ☐ Other

Name: Kyle Prewett

Company Name (if applicable): Toll Brothers

Mailing Address: 3103 W Sheryl Dr, STE 100, Meridian, ID 83642

Phone: 8318019724

Email: kprewett@tollbrothers.com

CONTRACTOR / DEVELOPER INFORMATION

☐ Not Applicable

Name: Martin Taylor

Company Name (if applicable): TOLL SOUTHWEST LLC

Mailing Address: 3103 W Sheryl Dr, STE 100, Meridian, ID 83642

Phone: 2084240020

Email: mtaylor1@tollbrothers.com

ARCHITECT INFORMATION

☒ Not Applicable

Name:

Company Name (if applicable):

Mailing Address:

Phone:

Email:

City of Caldwell

Community Development Department – Planning & Zoning Division

MASTER LAND USE APPLICATION

ENGINEER / SURVEYOR INFORMATION

☐ Not Applicable

Name:	Erik Eyre
Company Name (if applicable):	J-U-B Engineers, Inc.
Mailing Address:	2760 W Excursion Ln, STE 400
Phone:	2083767330
Email:	eeyre@jub.com

LANDSCAPE ARCHITECT INFORMATION

☐ Not Applicable

Name:	Kimberly Siegenthaler
Company Name (if applicable):	Jensen Belts Associates
Mailing Address:	1509 Tyrell Lane, STE 130, Boise, ID 83706
Phone:	2083437175
Email:	kim@jensenbelts.com

City of Caldwell

Community Development Department – Planning & Zoning Division

MASTER LAND USE APPLICATION

ACKNOWLEDGEMENTS

☒ By signing this application, I authorize employees/agents of the City to enter onto the property that is the subject of this application during regular business hours. The sole purpose of entry is to make an examination of the property that is necessary to process this application.

☒ I certify that I am the owner of this property, the owner's authorized agent, or the petitioner (if for a vacation). If acting as an authorized agent, I further certify that I have full power and authority to file this application and to perform, on behalf of the owner, all acts required to enable the jurisdiction to process and review such an application. I will comply with all provisions of the law and ordinance governing this type of application.

☒ I certify that the information furnished by me as part of this application is true and correct to the best of my knowledge.

I am the: ☐ Property Owner ☒ Authorized Agent ☐ Petitioner (Vacations Only)

Applicant Signature: Kyle Prewett _____ Date: 4/1/26

Printed Name: Kyle Prewett _____

City of Caldwell

Community Development Department – Planning & Zoning Division

MASTER LAND USE APPLICATION

Online Application Submittal Instructions

The City of Caldwell Planning and Zoning Department utilizes an online application portal for submission of all applications, documents, plans, and payment of fees.

Step 1:

- Log in or create an account in Citizenserve (Citizenserve Users Guide)
- Select your permit and/or application type and enter in all required information.

Step 2

- Pay fees online via Citizenserve. You will receive an email from Citizenserve directing you to make a payment once staff have reviewed your application.

Drawing Submittal Instructions:

1. All plan sheets must be uploaded in PDF format only (no CAD, JPEG, TIFF, PNG, etc.)
2. All plan sheets must be to scale.
3. All plan sheets must be uploaded to Citizenserve.
4. All applications, checklists, calculations, reports, drawings, plans, and other supporting documents must be uploaded as single-sided pdf's and must be legible and in a high-definition format.
5. All documents and plans must follow the "Naming Schematic" as listed on the attached document.

Toll Brothers®
LAND DEVELOPMENT

PAVING THE WAY FOR AMERICA'S LUXURY HOMEBUILDER

April 1, 2026

City of Caldwell Planning and Zoning Department
205 S. 6th Ave.
Caldwell, Idaho 83605

RE: The Reserve at Verbena Ranch Subdivision No. 2 – Final Plat

Dear Planning and Zoning Staff,

Attached for your review and approval is the final plat for The Reserve at Verbena Ranch Subdivision No. 2. The final plat comprises 35 single-family residential lots and 2 common lots, on 10.96 acres. The site is located southeast of the Homedale Rd and S 10th Ave intersection (Parcel R3272000000). Zoning for the property is designated as R-1 (Low Density Residential).

The Reserve at Verbena Ranch Subdivision No. 2 features a minimum lot size of 5,060 SF, a maximum of 9,057 SF, and an average of 5,880 SF. Qualified open space in this phase includes a pool, pool deck, changing rooms for the pool, pond with fishing pier and seating, open space, and walking paths. Qualified open space in this phase totals 2.95 acres (24.6%). The density in this phase is 3.19 dwelling units per acre.

Caldwell City Council approved the Planned Unit Development (PUD) and Preliminary Plat for The Reserve at Verbena Ranch Subdivision on May 5th, 2025. The final plat is in conformance with all conditions of approval and requirements of the order of decision for the PUD and Preliminary Plat. The PUD allows for deviations from required dimensional standards typical of the R-1 zoning designation. The dimensional standards established by the PUD, specifically for The Reserve at Verbena Ranch, are as follows:

- Lot Area Minimum, Interior Lot: 5,000 SF
- Lot Area Minimum, Corner Lot: 5,000 SF
- Minimum Lot Width: 40'
- Front Yard Setback (Garage): 20'
- Front Yard Setback (Living Area): 15'
- Interior Side Yard Setback: 5'
- Street Side Yard Setback: 15'
- Rear Yard Setback: 15'
- Maximum Building Height: 30'

The Development Agreement does not allow for any further deviations from established zoning district regulations and standards for The Reserve at Verbena Ranch. This plat is in conformance with all other conditions and requirements of the PUD and preliminary plat.

3103 W Sheryl Drive, Suite 100, Meridian ID 83642
Phone: (208) 424-0020 Fax: (208) 424-0030

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LAND DEVELOPMENT

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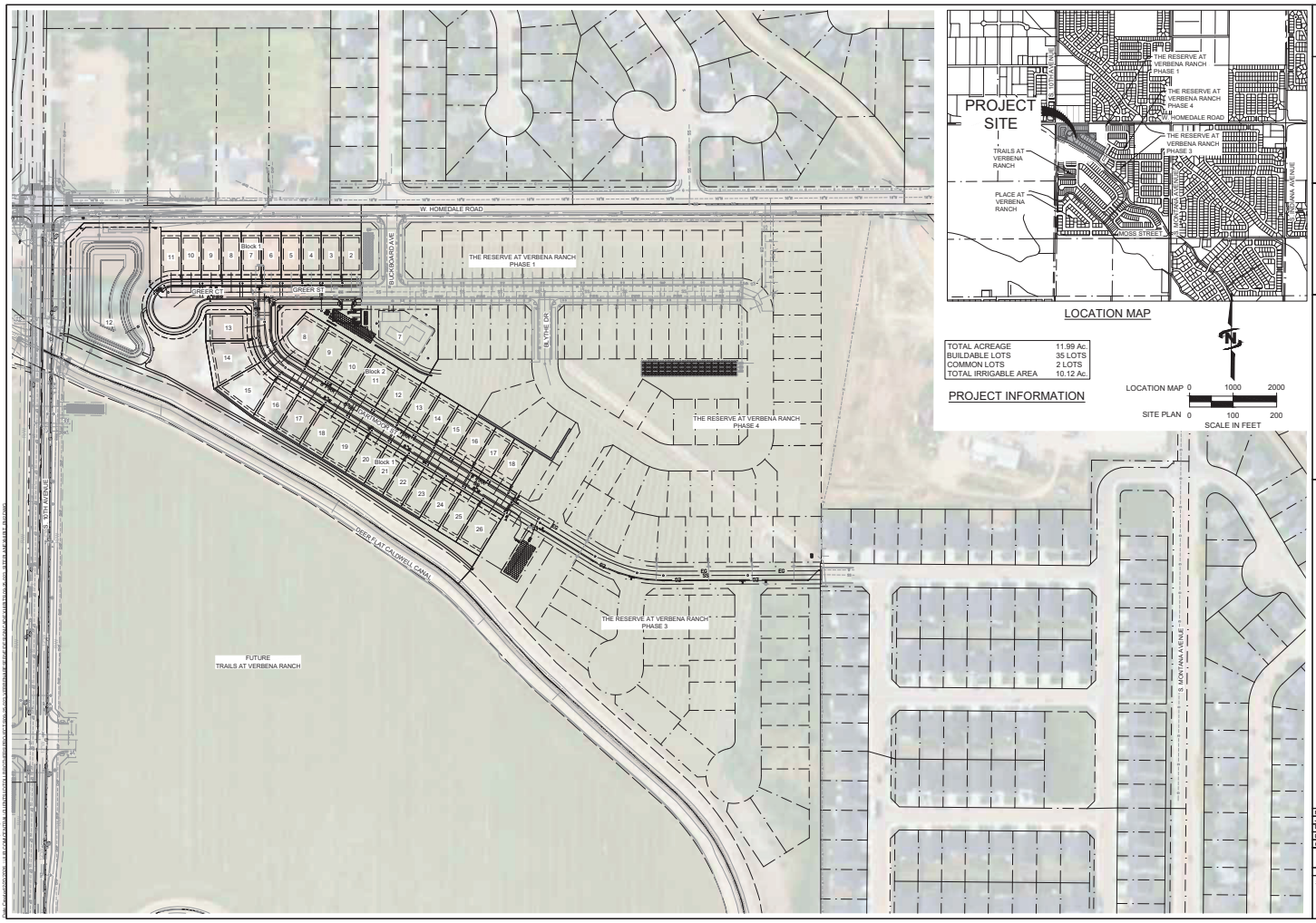
Thank you for your time and consideration of this final plat application. If you have any questions or need further information, please don't hesitate to reach out to me at 208-576-3625 or by email at kprewett@tollbrothers.com.

Sincerely,

Kyle Prewett
Land Entitlement Manager
Toll Brothers

3103 W Sheryl Drive, Suite 100, Meridian ID 83642
Phone: (208) 424-0020 Fax: (208) 424-0030



J-U-B ENGINEERS, INC.
2760 W. Excursion Ln.
Suite 400
Meridian, ID 83642
Phone: 208.376.7330
www.jub.com

ISSUED FOR APPROVAL
THIS DRAWING IS THE PROPERTY, COPYRIGHT AND OTHER RESERVED RIGHTS OF THESE DRAWINGS AND THE SAME MAY NOT BE REPRODUCED OR ATTACHED TO ANY OTHER WORK EXCEPT BY AGREEMENT WITH OR PERMISSION FROM J-U-B ENGINEERS, INC. ANY REUSE WITHOUT SUCH WRITTEN PERMISSION SHALL BE AT THE RECIPIENT'S SOLE RISK AND WITHOUT LIABILITY TO J-U-B ENGINEERS, INC.

NO.	DESCRIPTION	BY	DATE
	REVISION		

THE RESERVE AT VERBENA RANCH PHASE 1
CALDWELL, IDAHO

SITE PLAN

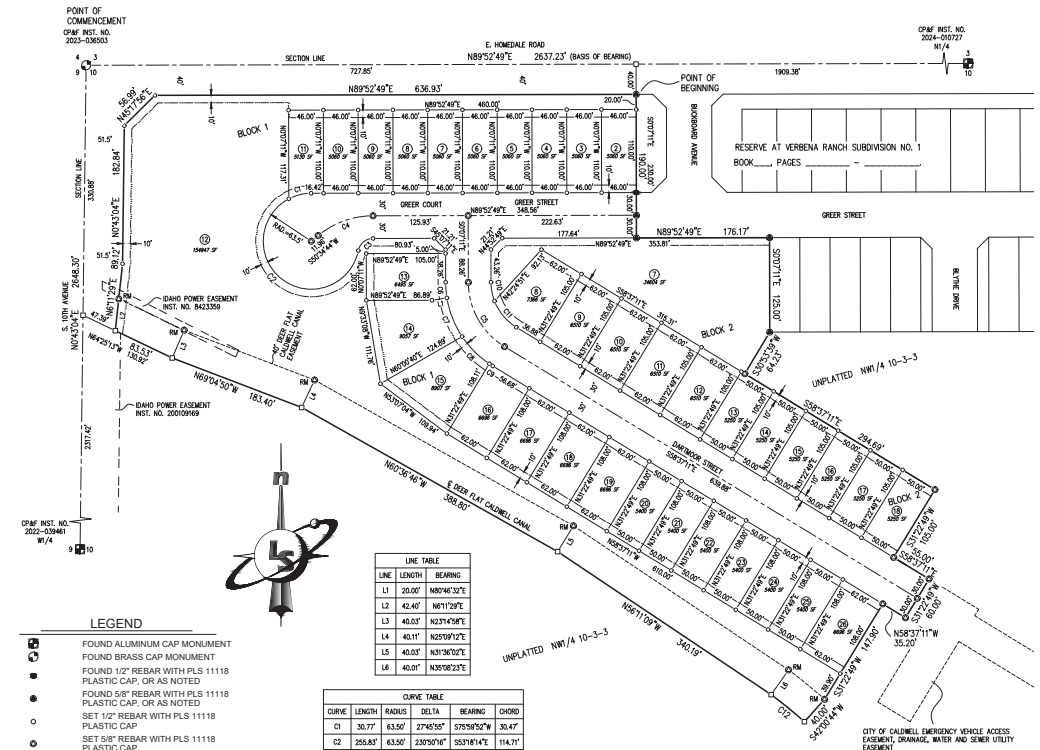
FILE: 03-35-023_SITER_ANDXHIB.DWG
JUB PROJ. #: 03-35-004
DRAWN BY: KAS
DESIGN BY: KJE
CHECKED BY: MEP
ONE INCH
AT FULL SIZE. IF NOT ONE INCH, SCALE ACCORDINGLY
LAST UPDATED: 04/2024

SHEET NUMBER:
1

THE RESERVE AT VERBENA RANCH SUBDIVISION NO. 2

A PARCEL LOCATED IN THE NW1/4 OF SECTION 10, TOWNSHIP 3 NORTH, RANGE 3 WEST, BOISE MERIDIAN, CITY OF CALDWELL, CANYON COUNTY, IDAHO
2026

BOOK ____ , PAGE _____



NOTES

1. EACH LOT IS HEREBY DESIGNATED AS HAVING A PERMANENT EASEMENT FOR PUBLIC UTILITIES, IRRIGATION AND LOT DRAINAGE OVER THE TEN (10) FEET ADJACENT TO ANY PUBLIC STREET AND OVER THE TEN (10) FEET ADJACENT TO ALL REAR LOT LINES. THIS EASEMENT SHALL NOT PRECLUDE THE CONSTRUCTION OF HARD-SURFACED DRIVEWAYS AND WALKWAYS TO EACH LOT.
2. ANY RE-SUBDIVISION OF THIS PLAT SHALL COMPLY WITH THE APPLICABLE ZONING REGULATIONS IN EFFECT AT THE TIME OF THE RESUBDIVISON.
3. THE LANDS INCLUDED IN THIS PLAT ARE LOCATED IN THE WILDER IRRIGATION DISTRICT SERVICE AREA (208-459-3421). IRRIGATION WATER WILL BE PROVIDED TO ALL LOTS THROUGH A PRESSURE IRRIGATION DELIVERY SYSTEM WHICH HAS BEEN APPROVED PURSUANT TO SECTION 31-3805(4), IDAHO CODE. THE PURCHASER OF EACH LOT SHALL REMAIN SUBJECT TO ALL ASSESSMENTS LEVIED BY THE WILDER IRRIGATION DISTRICT. ALL UNPAID IRRIGATION ENTITY ASSESSMENTS ARE A LIEN ON THE LAND. MAINTENANCE OF ANY IRRIGATION OR DRAINAGE PIPE OR DITCH CROSSING A LOT IS THE RESPONSIBILITY OF THE LOT OWNER UNLESS SUCH RESPONSIBILITY IS ASSUMED BY AN IRRIGATION/DRAINAGE DISTRICT.
4. BUILDING SETBACKS AND DIMENSIONAL STANDARDS IN THIS SUBDIVISION SHALL BE IN COMPLIANCE WITH THE APPLICABLE ZONING REGULATIONS OF THE CITY OF CALDWELL OR AS APPROVED UNDER THE VERBENA RANCH PLANNED UNIT DEVELOPMENT PUD24-000004.
5. ALL LOT, PARCEL AND TRACT SIZES SHALL MEET DIMENSIONAL STANDARDS ESTABLISHED IN THE APPLICABLE ZONING ORDINANCE OR AS SPECIFICALLY APPROVED UNDER THE VERBENA RANCH PLANNED UNIT DEVELOPMENT PUD24-000004.
6. THE AVAILABILITY OF BUILDING PERMITS FOR THIS DEVELOPMENT MAY BE LIMITED PURSUANT TO CALDWELL CITY CODE SECTION 11-04-07(1)(1) WHICH LIMITS THE NUMBER OF BUILDING PERMITS THAT MAY BE ISSUED PRIOR TO FINAL COMPLETION OF THE DEVELOPMENT. APPLICANT SHALL DISCLOSE TO LOT PURCHASERS WHETHER THE ISSUANCE OF BUILDING PERMITS IS IN FACT RESTRICTED BY CALDWELL CITY CODE SECTION 11-04-07(1)(1) AND LOT PURCHASERS ARE ENCOURAGED TO CONTACT CALDWELL CITY BUILDING DEPARTMENT PRIOR TO CLOSING.
7. THIS DEVELOPMENT RECOGNIZES SECTION 22-4503, IDAHO CODE, RIGHT-TO-FARM, WHICH STATES THAT NO AGRICULTURAL OPERATION, AGRICULTURAL FACILITY OR EXPANSION THEREOF SHALL BE OR BECOME A NUISANCE, PRIVATE OR PUBLIC, BY ANY CHANGED CONDITIONS IN OR ABOUT THE SURROUNDING NON-AGRICULTURAL ACTIVITIES AFTER IT HAS BEEN IN OPERATION FOR MORE THAN ONE (1) YEAR, WHEN THE OPERATION, FACILITY OR EXPANSION WAS NOT A NUISANCE AT THE TIME IT BEGAN OR WAS CONSTRUCTED. THE PROVISIONS OF THIS SECTION SHALL NOT APPLY WHEN A NUISANCE RESULTS FROM THE IMPROPER OR NEGLIGENT OPERATION OF AN AGRICULTURAL OPERATION, AGRICULTURAL FACILITY OR EXPANSION THEREOF.
8. LOT 12, BLOCK 1; LOT 7, BLOCK 2 ARE COMMON LOTS TO BE OWNED AND MAINTAINED BY THE VERBENA RANCH SUBDIVISION HOMEOWNERS ASSOCIATION OR ITS ASSIGNS. SAID LOTS ARE COVERED BY BLANKET EASEMENTS FOR PUBLIC UTILITIES, STORM DRAINAGE AND IRRIGATION.
9. LOT 12, BLOCK 1; LOT 7, BLOCK 2 ARE SUBJECT TO AN EASEMENT AS SHOWN FOR PRESSURE IRRIGATION, LANDSCAPE, AND MAINTENANCE TO BE OWNED AND MAINTAINED BY VERBENA RANCH SUBDIVISION HOMEOWNERS ASSOCIATION OR ITS ASSIGNS.
10. NO LOT SHALL HAVE DIRECT ACCESS TO/FROM S. 10TH AVENUE AND E. HOMEDALE ROAD.
11. LOT 7, BLOCK 2 INCLUDES A COMMUNITY PATHWAY AND SAID LOT INCLUDES A PUBLIC ACCESS EASEMENT OVER SAID PATHWAY SEGMENTS. PATHWAYS ARE TO BE OWNED AND MAINTAINED BY THE HOA BUT NO PUBLIC ACCESS SHALL BE RESTRICTED.

APPROVED FOR CONSTRUCTION
CITY OF CALDWELL

LEGEND

- FOUND ALUMINUM CAP MONUMENT
- FOUND BRASS CAP MONUMENT
- FOUND 1/2" REBAR WITH PLS 11118 PLASTIC CAP, OR AS NOTED
- FOUND 5/8" REBAR WITH PLS 11118 PLASTIC CAP, OR AS NOTED
- SET 1/2" REBAR WITH PLS 11118 PLASTIC CAP
- SET 5/8" REBAR WITH PLS 11118 PLASTIC CAP
- CALCULATED POINT
- SECTION LINE
- CENTER LINE
- PUBLIC UTILITY, PRESSURE IRRIGATION & LOT DRAINAGE EASEMENT LINE - SEE NOTE 1
- EASEMENT LINE AS NOTED
- IDAHO POWER EASEMENT
- SURVEY TIE LINE
- SUBDIVISION BOUNDARY LINE
- LOT LINE
- ADJACENT PROPERTY LINE
- (18) LOT NUMBER
- RM REFERENCE MONUMENT

LINE TABLE		
LINE	LENGTH	BEARING
L1	20.00'	N80°46'32"E
L2	42.40'	N61°29"E
L3	40.03'	N23°47'58"E
L4	40.11'	N25°09'12"E
L5	40.03'	N31°36'02"E
L6	40.01'	N35°06'23"E

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	BEARING	CHORD
C1	30.77'	63.50'	27°45'55"	S75°59'52"W	30.47'
C2	255.83'	63.50'	230°50'16"	S53°18'14"E	114.71'
C3	27.44'	20.00'	78°36'11"	S50°34'44"W	25.34'
C4	78.62'	114.62'	39°18'05"	S70°13'46"W	77.09'
C5	102.10'	100.00'	58°30'00"	S29°22'11"E	97.72'
C6	20.66'	130.00'	9°06'17"	S41°40'19"E	20.64'
C7	55.39'	130.00'	24°24'32"	S21°25'54"E	54.98'
C8	51.36'	130.00'	22°38'13"	S44°57'26"E	51.03'
C9	5.32'	130.00'	2°20'38"	S57°26'52"E	5.32'
C10	25.48'	70.00'	20°51'33"	S10°32'57"E	25.34'
C11	45.99'	70.00'	37°38'27"	S39°47'57"E	45.16'
C12	56.72'	587.46'	5°31'55"	N50°45'14"W	56.70'

SURVEYOR'S NARRATIVE

THE BOUNDARY FOR THIS SUBDIVISION WAS DEVELOPED FROM SURVEYED TIES TO CONTROLLING SECTION CORNER MONUMENTATION, INFORMATION FROM RECORD OF SURVEY NUMBERS 91017443, 2008027552, 2023-036250, AND CURRENT DEEDS OF RECORD. THE SURVEYED MONUMENTATION AND CONTROLLING BOUNDARIES FIT THE RECORDS WELL AND WERE ACCEPTED TO ESTABLISH THE BOUNDARY FOR THIS SUBDIVISION SHOWN HEREON.

CLINTON W. HANSEN
PLS 11118
5/12/26

LandSolutions
Land Surveying and Consulting
231 E. 5TH ST.
MERIDIAN, ID 83642
(208) 288-2040 fax (208) 288-2557
www.landsolutions.biz

JOB NO. 25-44 DRAWN BY: JEB / CHECKED BY: CWH

SHEET 1 OF 3

THE RESERVE AT VERBENA RANCH SUBDIVISION NO. 2

BOOK ____ , PAGE _____

CERTIFICATE OF OWNERS

KNOW ALL MEN BY THESE PRESENTS: THAT WE, THE UNDERSIGNED, ARE THE OWNERS OF THE REAL PROPERTY DESCRIBED BELOW IN CANYON COUNTY, IDAHO, AND THAT WE INTEND TO INCLUDE THE FOLLOWING DESCRIBED PROPERTY IN THIS SUBDIVISION;

A PARCEL BEING A PORTION OF THE NW1/4 OF SECTION 10, TOWNSHIP 3 NORTH, RANGE 3 WEST, BOISE MERIDIAN, CITY OF CALDWELL, CANYON COUNTY, IDAHO, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A BRASS CAP MONUMENT MARKING THE NORTHWEST CORNER OF THE NW1/4 OF SAID SECTION 10, FROM WHICH AN ALUMINUM CAP MONUMENT MARKING THE NORTHEAST CORNER OF SAID NW1/4 BEARS N 89°52'49" E A DISTANCE OF 2637.23 FEET;

THENCE N 89°52'49" E ALONG THE NORTHERLY BOUNDARY OF SAID NW1/4 A DISTANCE OF 727.85 FEET TO A POINT;

THENCE LEAVING SAID NORTHERLY BOUNDARY S 0°07'11" E A DISTANCE OF 40.00 FEET TO A POINT ON THE WESTERLY BOUNDARY OF THE RESERVE AT VERBENA RANCH SUBDIVISION NO. 1, AS SHOWN IN BOOK ___OF PLATS ON PAGE_____, RECORDS OF CANYON COUNTY, IDAHO, BEING THE **POINT OF BEGINNING;**

THENCE ALONG SAID WESTERLY BOUNDARY THE FOLLOWING DESCRIBED COURSES:

THENCE S 0°07'11" E FOR A DISTANCE OF 190.00 FEET TO A POINT;

THENCE N 89°52'49" E FOR A DISTANCE OF 176.17 FEET TO A POINT;

THENCE S 0°07'11" E FOR A DISTANCE OF 125.00 FEET TO A POINT;

THENCE LEAVING SAID WESTERLY BOUNDARY S 30°53'39" W FOR A DISTANCE OF 64.23 FEET TO A POINT;

THENCE S 58°37'11" E FOR A DISTANCE OF 294.69 FEET TO A POINT;

THENCE S 31°22'49" W FOR A DISTANCE OF 105.00 FEET TO A POINT;

THENCE S 58°37'11" E FOR A DISTANCE OF 55.00 FEET TO A POINT;

THENCE S 31°22'49" W FOR A DISTANCE OF 60.00 FEET TO A POINT;

THENCE N 58°37'11" W FOR A DISTANCE OF 35.20 FEET TO A POINT;

THENCE S 31°22'49" W FOR A DISTANCE OF 147.90 FEET TO A POINT;

THENCE S 42°00'44" W FOR A DISTANCE OF 40.00 FEET TO A POINT ON THE CENTERLINE OF THE DEER FLAT CALDWELL CANAL AND THE BEGINNING OF A NON-TANGENTIAL CURVE;

THENCE ALONG SAID CENTERLINE THE FOLLOWING DESCRIBED COURSES:

THENCE A DISTANCE OF 56.72 FEET ALONG THE ARC OF A 587.46 FOOT RADIUS CURVE LEFT, SAID CURVE HAVING A CENTRAL ANGLE OF 05°31'55" AND A LONG CHORD BEARING N 50°45'14" W A DISTANCE OF 56.70 FEET TO A POINT OF TANGENCY;

THENCE N 56°11'09" W FOR A DISTANCE OF 340.19 FEET TO A POINT;

THENCE N 60°36'46" W FOR A DISTANCE OF 388.80 FEET TO A POINT;

THENCE N 69°04'50" W FOR A DISTANCE OF 183.40 FEET TO A POINT;

THENCE N 64°25'13" W A DISTANCE OF 83.53 FEET TO THE WESTERLY BOUNDARY OF SAID NW1/4;

THENCE N 6°11'29" E A DISTANCE OF 89.12 FEET TO A POINT;

THENCE N 0°43'04" E A DISTANCE OF 182.84 FEET TO A POINT;

THENCE N 45°17'56" E A DISTANCE OF 56.99 FEET TO A POINT;

THENCE N 89°52'49" E A DISTANCE OF 636.93 FEET TO THE **POINT OF BEGINNING**.

THIS PARCEL CONTAINS 11.00 ACRES, MORE OR LESS.

ALL THE LOTS IN THIS SUBDIVISION WILL BE ELIGIBLE TO RECEIVE WATER SERVICE FROM THE CITY OF CALDWELL. THE CITY OF CALDWELL HAS AGREED IN WRITING TO SERVE ALL THE LOTS IN THIS SUBDIVISION.

THE PUBLIC STREETS SHOWN ON THIS PLAT ARE HEREBY DEDICATED TO THE PUBLIC. PUBLIC UTILITY, IRRIGATION AND DRAINAGE EASEMENTS ON THIS PLAT ARE NOT DEDICATED TO THE PUBLIC, BUT THE RIGHT OF ACCESS TO, AND USE OF, THESE EASEMENTS IS HEREBY RESERVED FOR PUBLIC UTILITIES, DRAINAGE AND FOR ANY OTHER USES AS MAY BE DESIGNATED HEREON AND NO PERMANENT STRUCTURES OTHER THAN FOR SAID USES ARE TO BE ERECTED WITHIN THE LIMITS OF SAID EASEMENTS.

THE OWNERS HEREBY CERTIFY THAT SURFACE WATER FOR IRRIGATION IS REASONABLY AVAILABLE, PER SECTION 67-6537, IDAHO CODE, AND THAT THEY ARE IN COMPLIANCE WITH SECTION 31-3805, IDAHO CODE.

IN WITNESS WHEREOF WE HAVE HEREUNTO SET OUR HAND THIS ____ DAY OF _____ , 20___.

TOLL WEST INC.

_____

BY RYAN HAMMONS, DIVISION PRESIDENT

ACKNOWLEDGMENT

STATE OF IDAHO }
COUNTY OF ADA } S.S.

ON THIS ____ DAY OF _____, 20___, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID STATE PERSONALLY APPEARED RYAN HAMMONS, KNOWN TO ME TO BE THE DIVISION PRESIDENT OF TOLL WEST INC, AN IDAHO CORPORATION, THE PERSON WHO EXECUTED THE FOREGOING "CERTIFICATE OF OWNERS" AND ACKNOWLEDGED TO ME THAT SAID CORPORATION EXECUTED THE SAME.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

MY COMMISSION EXPIRES_____

RESIDING AT _____

_____

NOTARY PUBLIC FOR THE STATE OF IDAHO

CERTIFICATE OF SURVEYOR

I, CLINTON W. HANSEN, DO HEREBY CERTIFY THAT I AM A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, AND THAT THIS PLAT AS DESCRIBED IN THE "CERTIFICATE OF OWNERS" WAS DRAWN FROM THE FIELD NOTES OF A SURVEY MADE ON THE GROUND UNDER MY DIRECT SUPERVISION AND ACCURATELY REPRESENTS THE POINTS PLATTED THEREON, AND IS IN CONFORMITY WITH THE STATE OF IDAHO CODE RELATING TO PLATS AND SURVEYS.

PROFESSIONAL LAND SURVEYOR REGISTERED 11118 STATE OF IDAHO CLINTON W. HANSEN 8/25/2025

CLINTON W. HANSEN
PLS 11118

City of Caldwell
APPROVED FOR CONSTRUCTION

LandSolutions
Land Surveying and Consulting

231 E. 5TH ST.
MERIDIAN, ID 83642
(208) 288-2040 fax (208) 288-2557
www.landsolutions.biz

JOB NO. 25-44

SHEET 2 OF 3

THE RESERVE AT VERBENA RANCH SUBDIVISION NO. 2

BOOK ____ , PAGE _____

HEALTH CERTIFICATE

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13, HAVE BEEN SATISFIED BY A QUALIFIED LICENSED PROFESSIONAL ENGINEER (QLPE) REPRESENTING THE CITY OF CALDWELL AND THE QLPE APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF THE SANITARY RESTRICTIONS. BUYER IS CAUTIONED THAT AT THE TIME OF THIS APPROVAL, NO DRINKING WATER EXTENSIONS OR SEWER EXTENSIONS WERE CONSTRUCTED. BUILDING CONSTRUCTION CAN BE ALLOWED WITH APPROPRIATE BUILDING PERMITS IF DRINKING WATER EXTENSIONS OR SEWER EXTENSIONS HAVE SINCE BEEN CONSTRUCTED OR IF THE DEVELOPER IS SIMULTANEOUSLY CONSTRUCTING THOSE FACILITIES. IF THE DEVELOPER FAILS TO CONSTRUCT FACILITIES, THEN SANITARY RESTRICTIONS MAY BE REIMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL, AND NO CONSTRUCTION OF ANY BUILDING OR SHELTER REQUIRING DRINKING WATER OR SEWER/SEPTIC FACILITIES SHALL BE ALLOWED.

_____

DISTRICT HEALTH DEPARTMENT,REHS DATE

CERTIFICATE OF THE COUNTY SURVEYOR

I, THE UNDERSIGNED, PROFESSIONAL LAND SURVEYOR FOR CANYON COUNTY, IDAHO, HEREBY CERTIFY THAT I HAVE CHECKED THIS PLAT AND FIND THAT IT COMPLIES WITH THE STATE OF IDAHO CODE RELATING TO PLATS AND SURVEYS.

_____

CANYON COUNTY SURVEYOR

APPROVAL OF CITY COUNCIL

I, THE UNDERSIGNED, CITY CLERK IN AND FOR THE CITY OF CALDWELL, CANYON COUNTY, IDAHO, DO HEREBY CERTIFY THAT AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE ____ DAY OF _____ , 20___, THIS PLAT WAS DULY ACCEPTED AND APPROVED.

_____

CITY CLERK

CERTIFICATE OF THE COUNTY TREASURER

I, THE UNDERSIGNED, COUNTY TREASURER IN AND FOR THE COUNTY OF CANYON, STATE OF IDAHO, PER THE REQUIREMENTS OF I.C. 50-1308, DO HEREBY CERTIFY THAT ANY AND ALL CURRENT AND OR DELINQUENT COUNTY PROPERTY TAXES FOR THE PROPERTY INCLUDED IN THIS SUBDIVISION HAVE BEEN PAID IN FULL. THIS CERTIFICATION IS VALID FOR THE NEXT THIRTY (30) DAYS ONLY.

DATE: _____ _____

COUNTY TREASURER

APPROVAL OF THE CITY ENGINEER

I, THE UNDERSIGNED, CITY ENGINEER IN AND FOR THE CITY OF CALDWELL, CANYON COUNTY, IDAHO, HEREBY APPROVE THIS PLAT.

_____

CITY ENGINEER ~ CALDWELL, IDAHO

City of Caldwell
APPROVED FOR CONSTRUCTION

_____

CLINTON W. HANSEN
PLS 11118

PROFESSIONAL LAND SURVEYOR REGISTERED STATE OF IDAHO CLINTON W. HANSEN 11118 5-1-26

LandSolutions
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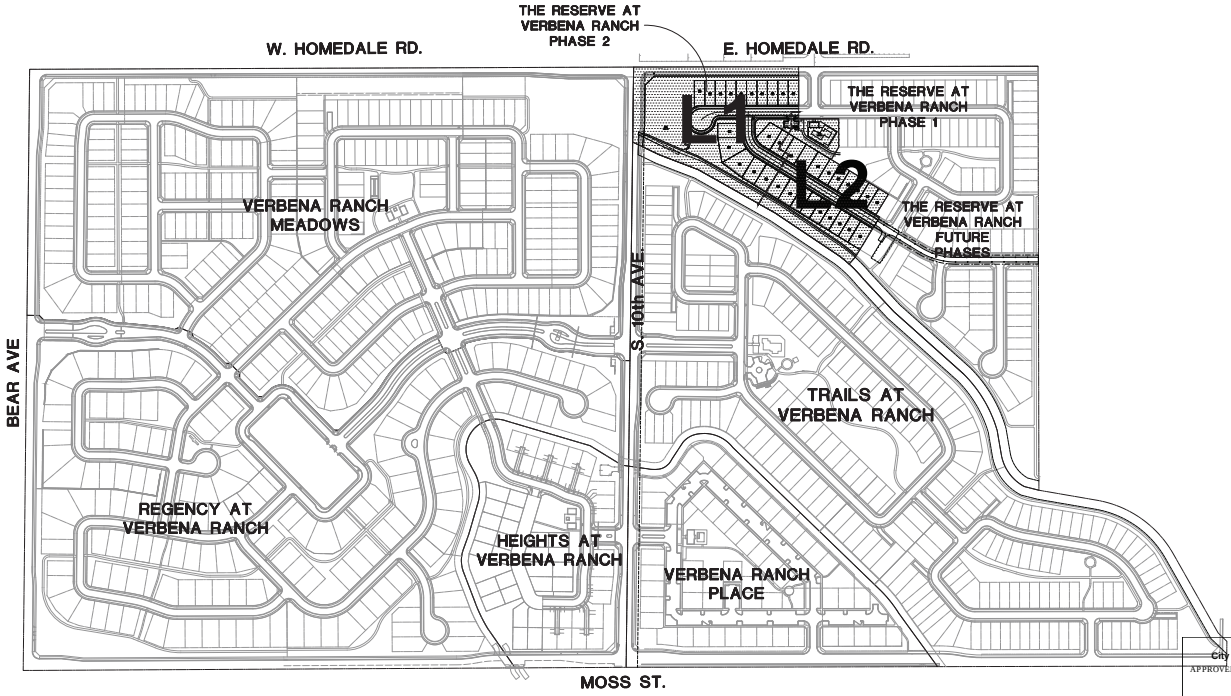
JOB NO. 25-44

SHEET 3 OF 3



NOTES

1. REFER TO EACH INDIVIDUAL SHEET (L1-L2) FOR COMPLETE LANDSCAPE PLANTING PLANS.
2. REFER TO SHEET L3 FOR PLANT SCHEDULE, LANDSCAPE NOTES, AND DETAILS.
3. REFER TO SHEET L4 FOR LANDSCAPE AND IRRIGATION PERFORMANCE SPECIFICATIONS.

City of Caldwell
APPROVED FOR CONSTRUCTION

NORTH
0' 200' 400' 600'
SCALE 1" = 200'

Issue Description	Date
ISSUE	3-23-26

JENSEN BELTS ASSOCIATES
Site Planning
Landscape Architecture
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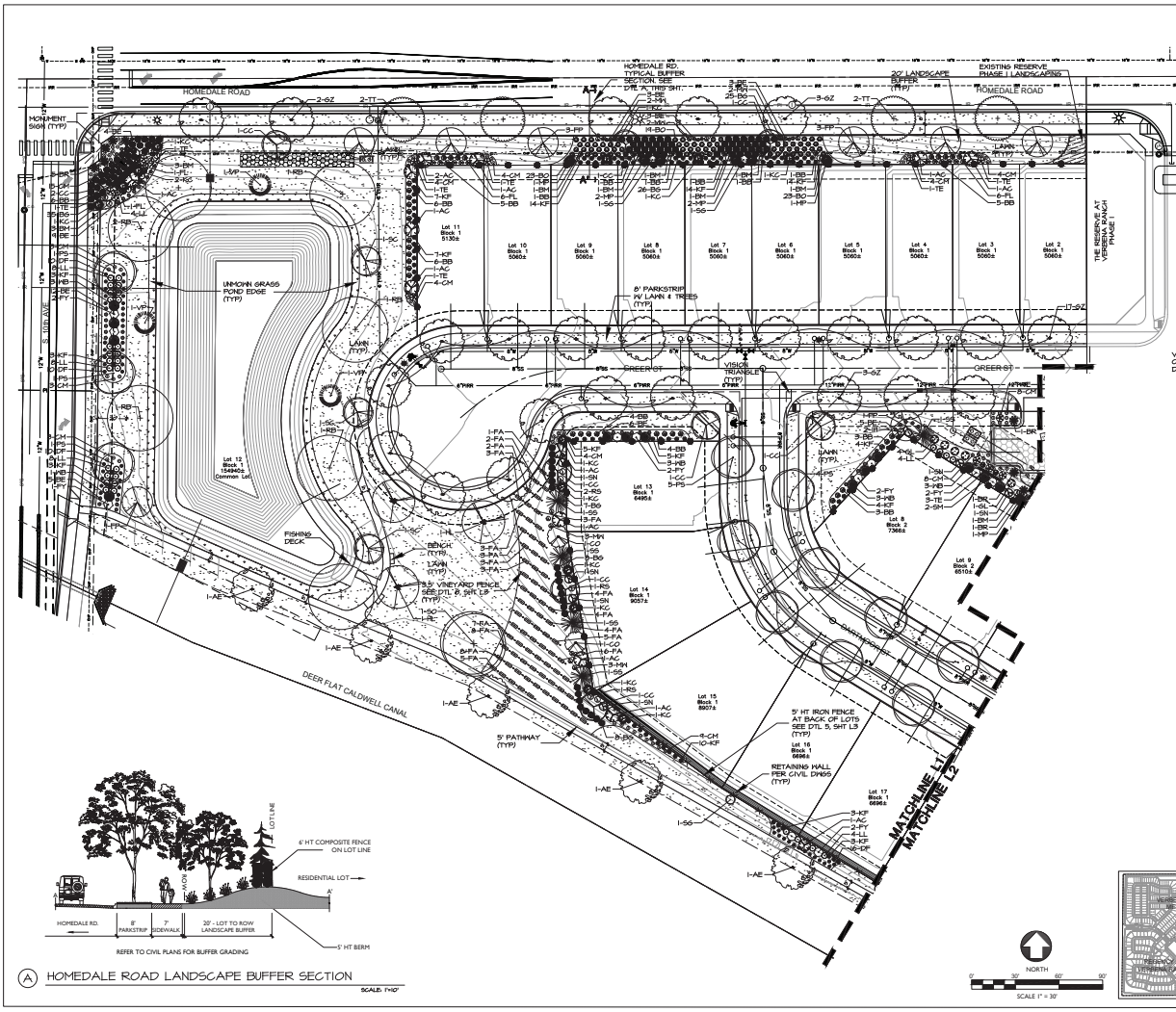
THE RESERVE AT VERBENA RANCH PHASE 2
CALDWELL, IDAHO
FINAL PLAT LANDSCAPE PLAN

Job Number 2517

Drawn	Checked
JJN	KCS
Scale	AS SHOWN

Sheet Title
OVERALL PLAN

Sheet Number
L0
1 of 5 Sheets



Ⓐ HOMEDALE ROAD LANDSCAPE BUFFER SECTION

SCALE: 1"=10'

PLANT SCHEDULE

(REFERENCE SHEET L3)

SYM	COMMON NAME
EVERGREEN TREES	
AC	COLUMNAR BLUE ATLAS CEDAR
KC	KARL FUCHS CEDAR
SJ	SKYROCKET JUNIPER
SS	SERBIAN SPRUCE
VP	VANDERWOLF PINE
WB	WICHITA BLUE JUNIPER
SHADE TREES (CLASS III)	
SO	SWAMP OAK
SHADE/STREET TREES (CLASS II)	
AE	ACCOLADE ELM
GO	GRIMSON SPIRE OAK
GZ	GREEN VASE ZELKOVA
HL	SKYLINE HONEYLOCUST
PS	PACIFIC SUNSET MAPLE
RB	HERITAGE RIVER BIRCH
SG	SUNGEAR SILHOUETTE SWEETGUM
TT	EMERALD CITY TULIP TREE
ORNAMENTAL TREES (CLASS I)	
CC	CENTURION CRABAPPLE
HH	HOTHINGS MAPLE
IL	IVORY SILK JAPANESE TREE LILAC
PP	FOREST PANSY REDBUD
SC	SPRING SNOW CRABAPPLE
SHRUBS/ORNAMENTAL GRASSES/PERENNIALS	
BB	SUNJOY ORANGE PILLAR BARBERRY
BE	BLACK EYED SUSAN
BS	BLONDE AMBITION BLUE GRAMMA GRASS
BM	BLUE MIST SPIREA
BO	BLUE OAT GRASS
BR	BLUE RUG JUNIPER
CM	WALKER'S DEEP BLUE CATMINT
DF	DWARF FOUNTAIN GRASS
FA	FIVELEAF AKEBIA
FL	FINE LINE BUCKTHORN
FY	SNOWDFF FORSYTHIA
GL	GRO-LOW SUMAC
IH	IVORY HALO DOGWOOD
KF	KARL FOERSTER REED GRASS
LH	LITTLE HENRY SWEETSPIRE
LL	LITTLE LIME HYDRANGEA
MG	MAIDEN GRASS
MP	DWARF MUGO PINE
MM	MIDNIGHT SUN WEIGELA
RS	RUSSIAN SAGE
SM	SLOWMOUND MUGO PINE
SN	SUMMERWINE NINEBARK
TE	TIGER EYE SUMAC

LAWN SOD

RIVER COBBLE

UNMOWN GRASS

LANDSCAPE BOULDERS

6' COMPOSITE FENCE AT PERIMETER PROPERTY LINES & LANDSCAPE BUFFERS (TYP). SEE DTL 4, SHT L3.

5' OPEN VISION BLACK IRON FENCE ALONG CANAL EASEMENTS (TYP) SEE DTL 5, SHT L3.

3.5' VINEYARD FENCE (TYP) SEE DTL 6, SHT L3.

NOTES

1. REFER TO SHEET L3 FOR PLANT SCHEDULE, FENCING DETAILS, LANDSCAPE NOTES & DETAILS, AND LANDSCAPE CALCULATIONS.
2. REFER TO SHEET L4 FOR LANDSCAPE AND IRRIGATION PERFORMANCE SPECIFICATIONS.

City of Caldwell
APPROVED FOR CONSTRUCTION

KEY MAP

Issue

Description	Date
ISSUE	3-23-26

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FINAL PLAT LANDSCAPE PLAN

Job Number 2517

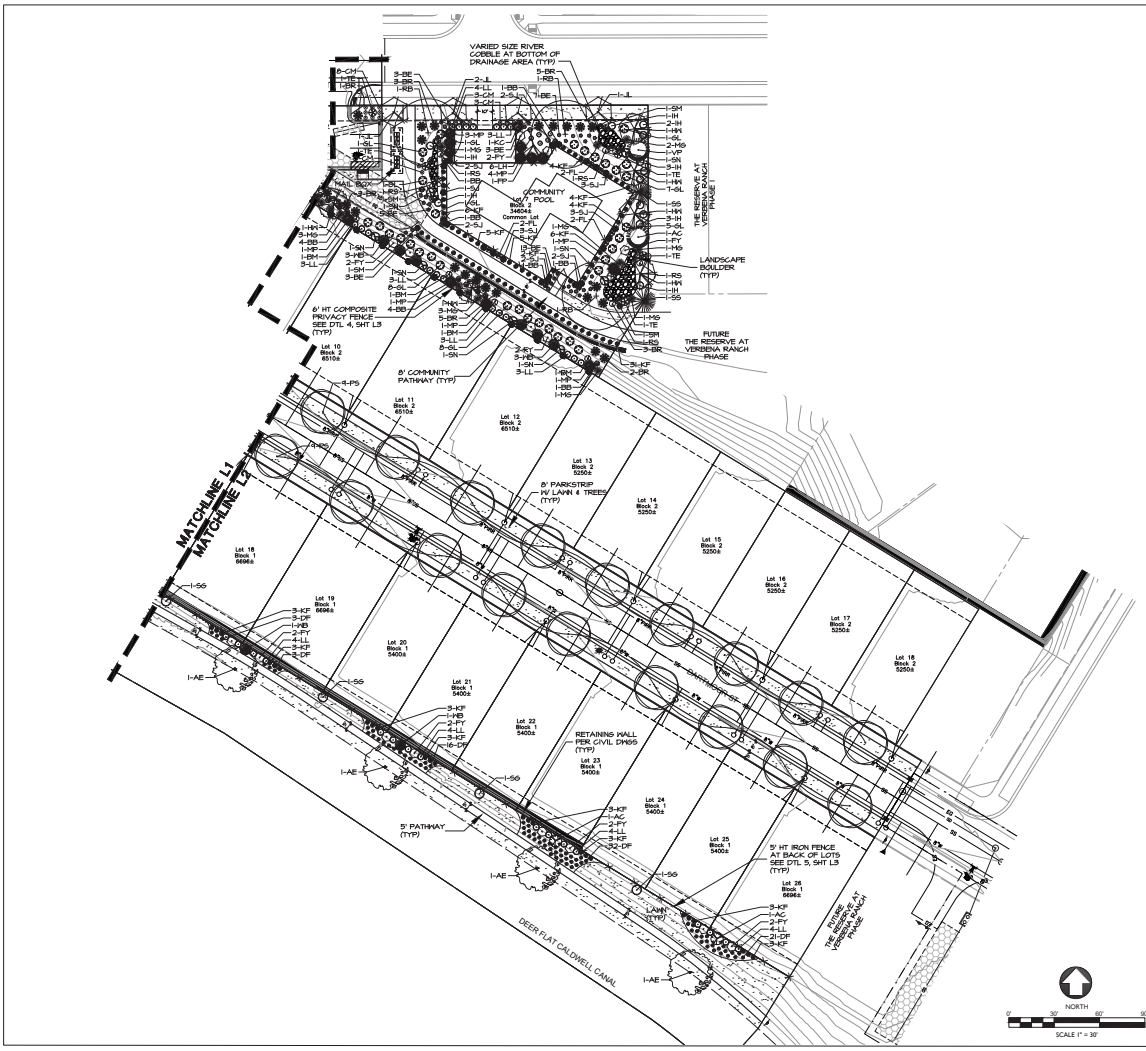
Drawn	Checked
JJN	KCS

Scale AS SHOWN

Sheet Title: LANDSCAPE PLAN

Sheet Number: L1

2 of 5 Sheets



PLANT SCHEDULE

(REFERENCE SHEET L3)

SYM COMMON NAME

EVERGREEN TREES
- AC COLUMNAR BLUE ATLAS CEDAR
- KC KARL FUCHS CEDAR
- SJ SKYROCKET JUNIPER
- SS SERBIAN SPRUCE
- VP VANDERWOLF PINE
- WB WICHITA BLUE JUNIPER

SHADE TREES (CLASS III)
- SO SHAMP OAK

SHADE/STREET TREES (CLASS II)
- AE ACCOLADE ELM
- CO CRIMSON SPIRE OAK
- GZ GREEN VASE ZELKOVA
- HL SKYLINE HONEYLOCUST
- PS PACIFIC SUNSET MAPLE
- RB HERITAGE RIVER BIRCH
- SG SLENDER SILHOUETTE SWEETGUM
- TT EMERALD CITY TULIP TREE

ORNAMENTAL TREES (CLASS I)
- CG CENTURION CRABAPPLE
- HM NOTHINGS MAPLE
- JL IVORY SILK JAPANESE TREE LILAC
- PP FOREST PANSY REDBUD
- SC SPRING SNOW CRABAPPLE

SHRUBS/ORNAMENTAL GRASSES/PERENNIALS
- BB SUNJOY ORANGE PILLAR BARBERRY
- BE BLACK EYED SUSAN
- BG BLONDE AMBITION BLUE GRAMMA GRASS
- BH BLUE MIST SPIREA
- BO BLUE OAT GRASS
- BR BLUE RUG JUNIPER
- CH WALKER'S DEEP BLUE CATMINT
- DF DWARF FOUNTAIN GRASS
- FA FIVELEAF AKEBIA
- FL FINE LINE BUCKTHORN
- FY SHOWOFF FORSYTHIA
- GL GRO-LOW SUMAC
- IH IVORY HALO DOGWOOD
- KF KARL FOERSTER REED GRASS
- LH LITTLE HENRY SWEETSPIRE
- LL LITTLE LIME HYDRANGEA
- MS HAIDEN GRASS
- MP DWARF MUGO PINE
- MM MIDNIGHT SUN WEIGELA
- RS RUSSIAN SAGE
- SM SLOWMOUND MUGO PINE
- SN SUMMERSHINE NINEBARK
- TE TIGER EYE SUMAC

LAWN SOD
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UNMOWN GRASS
LANDSCAPE BOULDERS

6' COMPOSITE FENCE AT PERIMETER PROPERTY LINES & LANDSCAPE BUFFERS (TYP), SEE DTL 4, SHT L3.

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City of Caldwell

KEY MAP

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CALDWELL, IDAHO
FINAL PLAT LANDSCAPE PLAN

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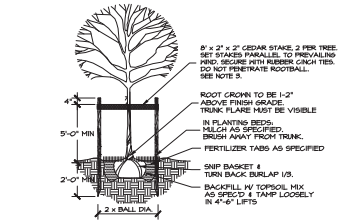
Sheet Title
LANDSCAPE PLAN

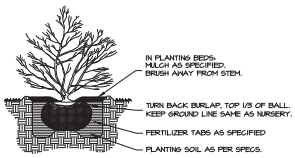
Sheet Number
L2
3 of 5 Sheets



NOTES:
1. REMOVE ALL TWINE, ROPE, OR BINDINGS FROM ALL TRUNKS.
2. REMOVE BURLAP AND WIRE BASKETS FROM THE TOP 1/3 OF ALL ROOT BALLS AFTER PLANTING. IF SYNTHETIC WRAP/BURLAP IS USED, IT MUST BE COMPLETELY REMOVED.
3. STAKING OF TREES TO BE THE CONTRACTOR'S OPTION, HOWEVER, THE CONTRACTOR IS RESPONSIBLE TO INSURE THAT ALL TREES ARE PLANTED STRAIGHT AND REMAIN STRAIGHT FOR A MIN OF 1 YEAR. ALL STAKING SHALL BE REMOVED AT THE END OF THE 1 YEAR WARRANTY PERIOD.
4. TREES PLANTED IN TURF AREAS: REMOVE TURF 3' DIA. FROM TREE TRUNK.

1 TREE PLANTING/STAKING

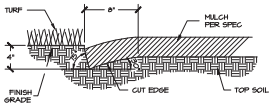
NOT TO SCALE



NOTE: DIG HOLE TWICE THE SIZE OF ROOTBALL.

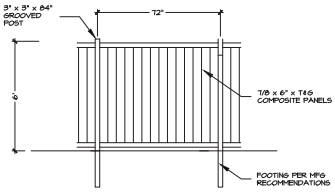
2 SHRUB PLANTING

NOT TO SCALE



3 PLANTER CUT BED EDGE

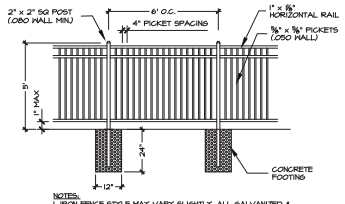
NOT TO SCALE



NOTES:
1. INSTALL PER MANUFACTURERS RECOMMENDATIONS/REQUIREMENTS.
2. FENCE TO STEP DOWN TO 3' HEIGHT 20' FROM ROW.
3. COLOR TO BE BROWN.

4 6' SOLID COMPOSITE FENCE

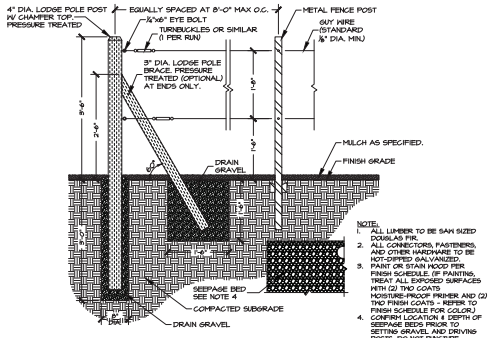
NOT TO SCALE



NOTES:
1. IRON FENCE STYLE MAY VARY SLIGHTLY. ALL GALVANIZED & POWDERCOATED BLACK.

5 IRON FENCE

NOT TO SCALE



NOTE:
1. ALL LUMBER TO BE SAN SIZED DOUGLAS FIR.
2. ALL CONNECTORS, FASTENERS, AND OTHER HARDWARE TO BE HOT-DIPPED GALVANIZED.
3. PAINT OR STAIN WOOD PER FINISH SCHEDULE. (IF PAINTING, TREAT ALL EXPOSED SURFACES WITH (2) TWO COATS MOISTURE-PROOF PRIMER AND (2) TWO FINISH COATS - REFER TO FINISH SCHEDULE FOR COLOR.)
4. CONFIRM LOCATION & DEPTH OF SEEPAGE BEDS PRIOR TO SETTING GRAVEL AND DRIVING POSTS. DO NOT PUNCTURE.

6 VINEYARD FENCE

NOT TO SCALE

LANDSCAPE CALCULATIONS

LANDSCAPE BUFFER TREES:

LOCATION	BUFFER WIDTH	LENGTH	PROVIDED
HOMEDALE RD.	20'	655'	12 CLASS II TREES x 35' = 420' 10 CLASS I TREES x 25' = 250' 670'
			(+4 EVERGREENS) *(1) CLASS II TREE AND (1) EVERGREEN APPLIED FROM PHASE 1.
S. 10TH AVE.	20'	220'	5 CLASS II TREES x 35' = 175' 2 CLASS I TREES x 25' = 50' 225'
			(+6 EVERGREENS)

LANDSCAPE BUFFER SHRUBS:

LOCATION	REQUIRED	PROVIDED
HOMEDALE RD.	655'/4' = 164 SHRUBS	278 SHRUBS TO BE PROVIDED IN LANDSCAPE BUFFER
S. 10TH AVE.	220'/4' = 55 SHRUBS	134 SHRUBS TO BE PROVIDED IN LANDSCAPE BUFFER

LANDSCAPE BUFFER LAWN:

LOCATION	TOTAL BUFFER AREA	LAWN % PROVIDED
HOMEDALE RD. - COMBINED PH.1 & PH.2	12,420 SF 28,860 SF	7,900 SF/12,920 SF = 61% LAWN 14,225 SF/28,460 SF = 49% LAWN
S. 10TH AVE.	4,865 SF	2,480 SF/4,865 SF = 50% LAWN

COMMUNITY PATHWAY TREES & SHRUBS:

WIDTH	LENGTH	REQUIRED	PROVIDED
8'	230'	230'/40' = 6 TREES	20 TREES
		230'/100' X 15 = 36 SHRUBS	65 SHRUBS

PLANT SCHEDULE

SYM	COMMON NAME	BOTANICAL NAME	SIZE
EVERGREEN TREES			
AC	COLUMNAR BLUE ATLAS CEDAR	CEDRUS ATLANTICA 'FASTIGIATA'	6-8' HT B&B
KC	KARL FUCHS CEDAR	CEDRUS DEODARA 'KARL FUCHS'	6-8' HT B&B
SJ	SKYROCKET JUNIPER	JUNIPERUS SCOPULORUM 'SKYROCKET'	6-8' HT B&B
SS	SERBIAN SPRUCE	PICEA OMORIKA	6-8' HT B&B
VP	VANDERWOLF PINE	PINUS FLEXILIS 'VANDERWOLF'S PYRAMID'	6-8' HT B&B
WB	WICHITA BLUE JUNIPER	JUNIPERUS SCOPULORUM 'WICHITA BLUE'	6-8' HT B&B
SHADE TREES (CLASS III)			
SO	SWAMP OAK	QUERCUS BICOLOR	2" CAL B&B
SHADE/STREET TREES (CLASS II)			
AE	ACCOLADE ELM	ULMUS DAVIDIANA 'MORTON'	2" CAL B&B
CO	CRIMSON SPIRE OAK	QUERCUS ROBUR x Q. ALBA 'CRIMSCHMIDT'	2" CAL B&B
GZ	GREEN VASE ZELKOVA	ZELKOVA SERRATA 'GREEN VASE'	2" CAL B&B
HL	SKYLINE HONEYLOCUST	GLEDITSIA TRIACANTHOS INERMIS 'SKYCOLE'	2" CAL B&B
PS	PACIFIC SUNSET MAPLE	ACER TRUNCATUM x PLAT. 'WARRENRED'	2" CAL B&B
RB	HERITAGE® RIVER BIRCH	BETULA NIGRA 'CULLY'	2" CLUMP
SG	SLENDER SILHOUETTE SWEETGUM	LIQUIDAMBER STYRACIFLUA 'SLENDER SILHOUETTE'	2" CAL B&B
TT	EMERALD CITY TULIP TREE	LIRIODENDRON TULIPIFERA 'LPS-02'	2" CAL B&B
ORNAMENTAL TREES (CLASS I)			
CC	CENTURION CRABAPPLE	MALUS sp. 'CENTZAM'	2" CAL B&B
HM	HOTWINGS MAPLE	ACER TATARICUM 'GARANN'	6-8' HT, MULTI-STEM
JL	IVORY SILK JAPANESE TREE LILAC	SYRINGA RETICULATA 'IVORY SILK'	2" CAL B&B
PP	FOREST PANSY REDBUD	CERCIS CANADENSIS 'FOREST PANSY'	2" CAL B&B
SC	SPRING SNOW CRABAPPLE	MALUS 'SPRINGSNOW'	2" CAL B&B
SHRUBS/ORNAMENTAL GRASSES/PERENNIALS			
BB	SALLOY ORANGE PILLAR BARBERRY	BERBERIS THUNBERGII 'NCB13'	3 GAL
BE	BLACK EYED SUSAN	RUDBECKIA FULGIDA 'GOLDSTRUM'	1 GAL
BG	BLONDE AMBITION BLUE GRAMMA GRASS	BOUTELOUA GRACILIS 'BLONDE AMBITION'	1 GAL
BM	BLUE MIST SPIREA	CARYOPTERIS x CLANDONENSIS 'BLUE MIST'	3 GAL
BO	BLUE OAT GRASS	HELICTOTRICHON SEMPERVIRENS	1 GAL
BR	BLUE RUG JUNIPER	JUNIPERUS HORIZONTALIS 'WILTONII'	2 GAL
CM	WALKER'S DEEP BLUE CATMINT	NEPETA x 'WALKER'S DEEP BLUE'	1 GAL
DF	DWARF FOUNTAIN GRASS	PENNISETUM ALOPECUROIDES 'HAMELN'	1 GAL
FA	FIVELEAF AKEBIA	AKEBIA QUINATA	2 GAL
FL	FINE LINE BUCKTHORN	RHAMNUS FRANGULA 'RON WILLIAMS'	5 GAL
FY	SHOWOFF FORSYTHIA	FORSYTHIA x INTERMEDIA 'MINDOR'	5 GAL
GL	GRO-LOW SUMAC	RHUS AROMATICA 'GRO-LOW'	3 GAL
IH	IVORY HALO DOGWOOD	CORNUS ALBA 'BAILHALO'	5 GAL
KF	KARL FORRESTER REED GRASS	CALAMAGROSTIS ARUNDINACEA 'K.F.'	1 GAL
LH	LITTLE HENRY SWEETSPIRE	ITEA VIRGINICA 'SPRICH'	3 GAL
LL	LITTLE LIME HYDRANGEA	HYDRANGEA PANICULATA 'JANE'	5 GAL
MG	MAIDEN GRASS	MISCANTHUS SINENSIS 'GRACILLIMUS'	1 GAL
MP	DWARF MUGO PINE	PINUS MUGO var. PUMILIO	5 GAL
MN	MIDNIGHT SIN HEIGELA	WEIGELA FLORIDA 'VERWEIG41'	2 GAL
RS	RUSSIAN SAGE	PEROVSKIA ATRIPLICIFOLIA	2 GAL
SM	SLOWMOUND MUGO PINE	PINUS MUGO 'SLOWMOUND'	3 GAL
SN	SUMMERWINE NINEBARK	PHYSOCARPUS OPULIFOLIA 'SEWARD'	5 GAL
TE	TIGER EYE SUMAC	RHUS TYPHINA 'BAILTIGER'	5 GAL

LAWN SOD | UNMOWN GRASS | RIVER COBBLE | LANDSCAPE BOULDERS

6' COMPOSITE FENCE AT PERIMETER PROPERTY LINES & LANDSCAPE BUFFERS (TYP). SEE DTL. 4, THIS SHT.

5' OPEN VISION BLACK IRON FENCE ALONG CANAL EASEMENTS (TYP) SEE DTL. 5, THIS SHT.

3.5' VINEYARD FENCE (TYP) SEE DTL. 6, THIS SHT.

NOTES

1. ALL PLANTING AREAS SHALL BE INSTALLED BE IN ACCORDANCE WITH CITY OF CALDWELL CODE. REFER TO SHEET L4 - SPEC SECTION 32 90 00 - LANDSCAPE SPECIFICATIONS.
2. ALL PLANTING AREAS TO BE WATERED WITH AN AUTOMATIC UNDERGROUND IRRIGATION SYSTEM. REFER TO SHEET L4 - SPEC SECTION 32 84 00 - IRRIGATION PERFORMANCE SPECIFICATIONS.
3. LOCATE AND PROTECT ALL UTILITIES DURING CONSTRUCTION.
4. TREES SHALL NOT BE PLANTED WITHIN THE 10-FOOT CLEAR ZONE OF ALL ACHD STORM DRAIN PIPE, STRUCTURES, OR FACILITIES. ACCESS TO INLETS AND OUTLETS OF ACHD DRAINAGE AREAS SHALL NOT BE PLANTED WITH TREES, SHRUBS, OR ANY LANDSCAPING THAT WOULD IMPEDE HEAVY EQUIPMENT VEHICLE ACCESS. SEEPAGE BEDS MUST BE PROTECTED FROM ANY AND ALL CONTAMINATION DURING THE CONSTRUCTION AND INSTALLATION OF THE LANDSCAPE IRRIGATION SYSTEM. ALL SHRUBS PLANTED OVER OR ADJACENT TO SEEPAGE BEDS TO HAVE A ROOT BALL THAT DOES NOT EXCEED 18" IN DIAMETER. NO LAWN SOD TO BE PLACED OVER DRAINAGE SWALE SAND WINDOWS. LANDSCAPING WITHIN ACHD STORMWATER DESIGNS AND SWALES MUST COMPLY WITH THE ACHD VEGETATION GUIDANCE MANUAL AND SECTION 8200 OF THE ACHD POLICY MANUAL.
5. NO TREES SHALL IMPEDE THE 40' VISION TRIANGLE AT ALL INTERSECTIONS. NO CONIFEROUS TREES OR SHRUBS OVER 3' HIGH AT MATURITY WILL BE LOCATED WITHIN SIGHT TRIANGLE OR ROW. AS TREES MATURE, THE OWNER SHALL BE RESPONSIBLE FOR PRUNING TREE CANOPIES TO MEET REQUIREMENTS FOR MAINTAINING CLEAR VISIBILITY WITHIN STREET VISION TRIANGLE.
6. TREES SHALL BE PLANTED NO CLOSER THAN 50' FROM INTERSECTION STOP SIGNS.
7. CLASS II TREES AND LANDSCAPE IN FRONT OF BUILDING LOTS ON INTERIOR STREETS TO BE COMPLETED DURING CONSTRUCTION ON THESE LOTS. TREE LOCATIONS MAY BE ALTERED TO ACCOMMODATE DRIVEWAYS AND UTILITIES. TREES MUST BE CLASS II AND SHALL NOT BE PLANTED WITHIN 5' OF WATER METERS OR UNDERGROUND UTILITY LINES.
8. PLAYGROUND, PICNIC STRUCTURE, AND AMENITIES ARE SHOWN SCHEMATICALLY. FINAL DESIGN BY OTHERS. AMENITIES MAY VARY SLIGHTLY. FINAL DESIGN FOR AMENITY CONFIGURATIONS AND ADA COMPLIANCE.
9. PLANT LIST IS SUBJECT TO SUBSTITUTIONS OF SIMILAR SPECIES DUE TO PLANT MATERIAL AVAILABILITY. BURLAP AND WIRE BASKETS TO BE REMOVED FROM ROOT BALL AS MUCH AS POSSIBLE, AT LEAST HALFWAY DOWN THE BALL OF THE TREE. ALL NYLON ROPES TO BE COMPLETELY REMOVED FROM TREES.
10. THERE ARE NO EXISTING TREES ON SITE. NO MITIGATION IS REQUIRED.

COMMON OPEN SPACE:

REQUIRED	PROVIDED
1241/25 SF / 5,000 = 26 TREES	104 TREES

TOTALS PROVIDED:

NUMBER OF TREES PROVIDED ON BUFFERS:	42 TREES
NUMBER OF TREES APPLIED FROM PREVIOUS PHASES.	2 TREES
NUMBER OF TREES PROVIDED ALONG COMMUNITY PATHWAY:	20 TREES
NUMBER OF TREES PROVIDED WITHIN RESIDENTIAL PARKSTRIPS:	36 TREES
NUMBER OF TREES PROVIDED ON COMMON LOTS:	107 TREES
TOTAL NUMBER OF TREES:	207 TREES

Clayton Caldwell
APPROVED FOR CONSTRUCTION

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ENGINEER
ESE CONSULTANTS, INC.
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Sheet Title
LANDSCAPE DETAILS

Sheet Number
L3
4 of 5 Sheets

SECTION 32 90 00 - LANDSCAPE WORK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS
A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification Sections.

1.2 SUMMARY
A. This Section includes provisions for the following items:
1. Trees.
2. Shrubs; Ground cover.
3. Lawns.
4. Topsoil and Soil Amendments.
5. Miscellaneous Landscape Elements.
6. Initial maintenance of landscape materials.
B. Related Sections: The following sections contain requirements.
1. Underground sprinkler system is specified in Section 32 84 00 - Irrigation

1.3 QUALITY ASSURANCE
A. Subcontract landscape work to a single firm specializing in landscape work.
B. Source Quality Control:
1. General: Ship landscape materials with certificates of inspection required by governing authorities. Comply with regulations applicable to landscape materials.
2. Do not make substitutions. If specified landscape material is not obtainable, submit proof of non-availability to Architect, with proposal for use of equivalent material.
3. Analysis and Standards: Package standard products with manufacturer's certified analysis. For other materials, provide analysis by recognized laboratory made in accordance with methods established by the Association of Official Agriculture Chemists, wherever applicable.
4. Trees, Shrubs and Groundcovers: Provide trees, shrubs, and groundcovers of quantity, size, genus, species, and variety shown and scheduled for work complying with recommendations and requirements of ANSI Z60.1 "American Standard for Nursery Stock". Provide healthy, vigorous stock, grown in recognized nursery in accordance with good horticultural practice and free of disease, insects, eggs, larvae, and defects such as knots, sun-scald, injuries, abrasions, or disfigurement.
5. Label at least one tree and one shrub of each variety with attached waterproof tag with legible designation of botanical and common name.
a. Where formal arrangements or consecutive order of trees or shrubs are shown, select stock for uniform height and spread.
6. Inspection: The Architect may inspect trees and shrubs either at place of growth or at site before planting, for compliance with requirements for genus, species, variety, size, and quality. Architect retains right to further inspect trees and shrubs for size and condition of balls and root systems, insects, injuries and latent defects, and to reject unsatisfactory or defective material at any time during progress of work. Remove rejected trees or shrubs immediately from project site.

1.4 SUBMITTALS
A. General: Submit the following in accordance with Conditions of Contract and Division 1 Specification Sections.
B. Plant and Material Certifications:
1. Certificates of inspection as required by governmental authorities.
2. Manufacturer's or vendor's certified analysis for soil amendments and fertilizer materials.
3. Label data substantiating that plants, trees, shrubs and planting materials comply specified requirements.
4. Seed vendor's certified statement for each grass seed mixture required, stating botanical and common name, percentages by weight, and percentages of purity, germination, and weed seed for each grass seed species.
C. Mulch: Submit 1 gal bag of mulch sample for approval.

1.5 DELIVERY, STORAGE AND HANDLING
A. Seed shall be delivered to site in unopened container, with seed and inert material content clearly marked on outside of container. Container shall be stored on site for tally.
B. Sod: Time delivery so that sod will be placed within 24 hours after stripping. Protect sod against drying and breaking of rolled strips.
C. Trees and Shrubs: Provide freshly dug trees and shrubs. Do not prune prior to delivery unless otherwise approved by Architect. Do not bend or bind-tie trees or shrubs in such manner as to damage bark, break branches, or destroy natural shape. Provide protective covering during delivery. Do not drop balled and burlapped stock during delivery.
D. Deliver trees and shrubs after preparations for planting have been completed and plant immediately. If planting is delayed more than 6 hours after delivery, set trees and shrubs in shade, protect from weather and mechanical damage, and keep roots moist by covering with mulch, burlap or other acceptable means of retaining moisture.
E. Do not remove container-grown stock from containers until planting time.
F. Do not drop or dump materials from vehicles during delivery or handling. Avoid any damage to nonbreak bag, damage and handling.

1.6 JOB CONDITIONS
A. Utilities: Determine location of underground utilities and work in a manner which will avoid possible damage. Hand excavate, as required. Maintain grade stakes until removal is mutually agreed upon by parties concerned.
B. Excavation: When conditions detrimental to plant growth are encountered, such rubble fill, adverse drainage conditions, or obstructions, notify Architect before planting.
C. Adjacent Landscape: Protect planted areas adjacent to construction area. Replace or recondition to prior conditions at project completion.

1.7 SEQUENCING AND SCHEDULING
A. Planting Time: Proceed with, and complete landscape work as rapidly as portions of site become available, working within seasonal limitations for each kind of landscape work required.
1. Plant or install all plant materials during normal planting seasons from 15 March to 15 November.
2. Correlate planting with specified maintenance periods to provide maintenance from date of substantial completion.
B. Coordination with Lawns: Plant trees and shrubs after final grades are established and prior to planting of lawns, unless otherwise acceptable to Architect. If planting of trees and shrubs occurs after lawn work, protect lawn areas and promptly repair damage to lawns resulting from planting operations.

1.8 SPECIAL PROJECT WARRANTY
A. Warranty lawns through specified lawn maintenance period, until Final Project Acceptance.
B. Warranty trees and shrubs, for a period of one year after date of substantial completion, against defects including death and unsatisfactory growth, except for defects resulting from neglect by Owner, abuse or damage by others, or unusual phenomena or incidents beyond Landscape Installer's control.
C. Remove and replace trees, shrubs, or other plants dead or in unhealthy condition during warranty period. Make replacements during growth season following end of warranty period. Replace trees and shrubs which are in doubtful condition at end of warranty period, unless, in opinion of Architect, it is advisable to extend warranty period for a full growing season.

PART 2 - PRODUCTS

2.1 TOPSOIL
A. If deemed usable, native topsoil shall be stockpiled for re-use in landscape work. Topsoil shall be fertile, friable, natural loam, surface soil, reasonable free of subsoil, clay lumps, brush, weeds, roots, stumps, stones larger than 1 inch in any dimension, and other extraneous or toxic matter harmful to plant growth.
1. Contractor shall send a minimum of three (3) representative topsoil samples for testing. See testing requirements below. Contractor is responsible for whatever soil additives are recommended by the tests. Submit to Architect for approval. Compost will be added to other additives and added regardless of test results.
B. If quantity of stockpiled topsoil is insufficient, contractor to provide imported topsoil that is fertile, friable, natural loam, surface soil, reasonably free of subsoil, clay lumps, brush, weeds and other litter, and free of roots, stumps, stones larger than 1 inches in any dimension, and other extraneous or toxic matter harmful to plant growth.
1. Obtain topsoil from local sources or areas with similar soil characteristics to that of project site. Obtain topsoil only from naturally well-drained sites where topsoil occurs in a depth of not less than 4 inches. Do not obtain from bogs or marshes.
2. Composition: Topsoil shall contain from 1 to 20% organic matter as determined by the Organic Carbon, 9A, Chemical Analysis Method described in USDA Soil Survey Investigation Report No. 1. Maximum particle size, 3/4-inch, with maximum 3% retained on 1/4-inch screen.
Other components shall conform to the following limits:

pH	6.5 to 7.5
Soluble Salts	600 ppm maximum
Silt	25-50%
Clay	10-30%
Sand	20-50%

3. Contractor shall submit representative soil report on imported topsoil proposed for use for approval. Report shall meet standards below. Contractor is responsible for whatever soil additives are recommended by the test. Compost will be in addition to other additives and added regardless of test results.

C. Soil Testing
1. Soil tests are required for this project (see above for requirements). Test shall be provided as follows:
a. Provide certified analysis at time of sample submitted (three samples imported topsoil). Amend soils per chemist's recommendations and as herein specified unless otherwise approved by Architect.
2. Test shall include, but not limited to recommendations on chemical distributions, organic contents, pH factors, and sieve analysis as necessary. Test #1T by Western Laboratories (1-800-658-3858) is required.
3. Contractor is responsible for whatever soil additives are recommended by the soil testing laboratory.
4. Contractor shall coordinate, obtain and pay for all soil tests.
5. If regenerative noxious weeds are present in the soil, remove all resultant growth including roots throughout one-year period after acceptance of work, at no cost to Owner.

2.2 pH ADJUSTERS
A. When pH does not comply with this specification, commercial grade aluminum sulfate shall be used to adjust soil pH.

2.3 SOIL AMENDMENTS
A. Compost: Compost: "Cascade Compost" from Cloverdale Nursery (208) 375-5262 and NuSoil Compost (208)-529-6912 or approved equal in equal amounts by volume.
B. Commercial Fertilizer: Fertilizer shall be complete, standard commercial brand fertilizer. It shall be free-flowing and packaged in new waterproof, non-overlaid bags clearly labeled as to weight, manufacturer, and content. Protect materials from deterioration during delivery and while stored at site.
1. Commercial fertilizer "A" for trees and shrubs during planting; slow release Agriform Planting 5-gram tablets 20-10-5 type or equal.
2. Commercial fertilizer "B" for lawn areas, applied to bed prior to seeding or sodding, to be 16-16-17 applied at the rate of ten pounds per acre.
3. Commercial fertilizer "C" for lawn areas three to four weeks after planting (sod) or after first mowing (seed). Organic Fertilizer Milorganite (6-0-2) type or equal.
C. Herbicide: Pre-emergent for topical application in planting beds. Oxadiazon 2G brand or pre-approved equal. Use in accordance with manufacturer's recommendation on all planting beds.

2.4 PLANT MATERIALS
A. Quality: Provide trees, shrubs, and other plants of size, genus, species, and variety shown for landscape work and complying with recommendations and requirements of ANSI Z60.1 "American Standard for Nursery Stock".
B. Deciduous Trees: Provide trees of height and caliper scheduled or shown with branching configuration recommended by ANSI Z60.1 for type and species required. Single stem trees except where special forms are shown or listed.
C. Deciduous Shrubs: Provide shrubs of the height shown or listed, not less than minimum number of canes required by ANSI Z60.1 for type and height of shrub.
D. Coniferous and Broadleafed Evergreens: Provide evergreens of sizes shown or listed. Dimensions indicate minimum spread for spreading and semi-spreading type evergreens and height for other types, such as globe, dwarf, cone, pyramidal, broad upright, and columnar. Provide normal quality evergreens with well balanced form complying with requirements for other size relationships to the primary dimension shown.

2.5 GRASS MATERIALS
A. Lawn sod: Provide strongly rooted sod, not less than 1 growing season old, and free of weeds and undesirable native grasses. Provide only sod capable of growth and development when planted (viable, not dormant).
1. Provide sod of uniform pad sizes with maximum 5% deviation in either length or width. Broken pads or pads with uneven ends will not be acceptable. Sod pads incapable of supporting their own weight when suspended vertically with a firm grasp on upper 10% of pad will be rejected.
B. Provide sod composed of: Rhizomatous Tall Fescue (RTF) from the The Turf Company, Meridian, ID (208) 888-3760 or approved equal.
C. Unmown Grass Seed or Sod

Festuca rubra commutata	Chewing Fescue	33%
Festuca ovina "Covar"	Covar Sheep Fescue	33%
Festuca longifolia	Hard Fescue	33%
Total	4.00 - 6.0lbs/1000 sq ft	

2.6 MISCELLANEOUS LANDSCAPE MATERIALS
A. Anti-Desiccant: Emulsion type, film-forming agent designed to permit transpiration, but retard excessive loss of moisture from plants. Deliver in manufacturer's fully identified containers and mix in accordance with manufacturer's instructions.
B. Mulch: Mulch for planting beds shall be medium ground bark mulch, free of splinters, consistent in appearance, and shall contain no toxic substance detrimental to plant life.
C. Stakes and Guys: Provide stakes and deadmen of sound new hardwood, treated softwood, or redwood, free of knot holes and other defects. Provide wire ties and guys of 2-strand, twisted, pliable galvanized iron wire, not lighter than 12 ga. with zinc-coated turnbuckles. Provide not less than 2 inch diameter rubber or plastic hose, cut to required lengths and of uniform color, material, and size to protect tree trunks from damage by wires.

PART 3 - EXECUTION

3.1 PREPARATION - GENERAL
A. General Contractor shall be responsible for excavating planting areas to appropriate depths for placement of topsoil as specified herein.
B. Lay out individual tree and shrub locations and areas for multiple plantings. Stake locations and outline areas and secure Architect's acceptance before start of planting work. Make minor adjustments as may be required.

3.2 PREPARATION OF PLANTING SOIL
A. Before mixing, clean topsoil of roots, plants, sod, stones, clay lumps, and other extraneous materials harmful or toxic to plant growth.
B. Mix specified compost and fertilizers with topsoil at rates specified. Delay mixing fertilizer if planting will not follow planting of planting soil in a few days.
Compost: Lawn Areas: 1/4 compost, : 3/4 topsoil.
Shrub Areas: 1/3 compost, 2/3 topsoil
Fertilizer: Per soil test and manufacturer's recommendations.
C. For shrub and lawn areas, mix planting soil either prior to planting or apply on surface of topsoil and mix thoroughly before planting.

3.3 PREPARATION FOR PLANTING LAWNS
A. After excavating and removing surface material to proper depth, loosen subgrade of lawn areas to a minimum depth of 4 inches. Remove stones measuring over 1-1/2 inches in any dimension. Remove sticks, roots, rubbish, and other extraneous matter. Limit preparation to areas which will be planted promptly after preparation.
1. Spread topsoil to minimum depth of 4 inches for sodded lawns as required to meet lines, grades, and elevations shown, after light rolling, addition of amendments, and natural settlement. Place approximately 1/2 of total amount of topsoil required. Work into top of loosened subgrade to create a transition layer and then place remainder of planting soil. Add recommended nutrients, fertilizers and 1-1/2" thickness of specified compost over entire area and mix thoroughly into upper 4 inches of topsoil.
B. Fine grade areas to smooth, even surface with lone, uniformly fine texture. Roll, rake, and drag areas, remove ridges and fill depressions, as required to meet finish grades. Limit fine grading to areas which can be planted immediately after grading.
C. Moisten prepared areas before planting if soil is dry. Water thoroughly and allow surface moisture to dry before planting. Do not create a muddy soil condition.
D. Restore areas to specified condition, if eroded or otherwise disturbed, after fine grading and prior to planting.
E. Maintain and protect all surfaces from wind and water erosion until final acceptance.

3.5 PREPARATION OF PLANTING BEDS
A. Loosen subgrade of planting areas to a minimum depth of 6 inches using a culti-mulcher or similar equipment. Remove stones measuring over 1 1/2 inches in any dimension. Remove stocks, stones, rubbish, and other extraneous matter.
B. Spread planting soil mixture to minimum 12 inch depth required to meet lines, grades, and elevations shown, after light rolling and natural settlement. Add 1 1/2 inches of specified compost over entire planting area and mix thoroughly into upper 6 inches of topsoil. Place approximately 1/2 of total amount of planting soil required. Work into top of loosened subgrade to create a transition layer, then place remainder of the planting soil.
C. Apply Pre-Emergent per manufacturer's recommendation.

3.6 PLANTING TREES AND SHRUBS
A. Set balled and burlapped (B&B) stock on layer of compacted planting soil mixture, plumb and in center of pit or trench with top of ball at same elevation as adjacent finished landscape grades. Remove burlap from sides of balls; retain on bottoms. When set, place additional backfill around base and sides of ball, and work each layer to settle backfill and eliminate voids and air pockets. Place fertilizer tablets in excavated area per manufacture's written instructions. When excavation is approximately 2/3 full, water roughly before placing remainder of backfill. Repeat watering until no more is absorbed. Water again after placing final layer of backfill. Remove all ties from around base of trunk.
B. Set container grown stock, as specified, for balled burlapped stock, except cut cans on 2 sides with an approved can cutter and remove can; remove bottoms of wooden boxes after partial backfilling so as not to damage root balls.
C. Trees planted in turf area: Remove turf 3' dia around tree trunk. Dish top of backfill to allow for mulching.
D. Mulch pits, and planted areas. Provide not less than following thickness of mulch, and work into top of backfill and finish level with adjacent finish grades.
1. Provide 3 inches thickness of mulch.
E. If season and weather conditions dictate, apply anti-desiccant, using power spray, to provide an adequate film over trunks, branches, stems, twigs and foliage.
F. Prune, thin out, and shape trees and shrubs in accordance with standard horticultural practice. Prune trees to retain required height and spread. Unless otherwise directed by Architect, do not cut tree leaders, and remove only injured or dead branches from flowering trees, if any. Prune shrubs to retain natural character.
G. Remove and replace excessively pruned or misformed stock resulting from improper pruning.
H. Guy and stake trees immediately after planting, as indicated.
I. Apply approved herbicide to all shrub bed areas at manufacture specified rate. Re-apply as necessary for elimination of weeds.

3.7 SODDING NEW LAWNS
A. General: Install lawn sod in all areas designated on the drawings.
B. Soil Preparation
1. Any sod lawn areas that may have become compacted prior to sodding must be scarified to a depth of eight (8) inches by approved means, then finish graded as hereinbefore described.
C. Lay sod within 24 hours from time of stripping. Do not plant dormant sod or if ground is frozen.
D. Sod Placement
1. Sod will be brought onto lawn areas by wheeled means with proper protection of sod beds. Sod layers shall be square-cornered, or if inexperienced, shall be constantly supervised by an experienced foreman. The Contractor shall insure that the base immediately ahead of sod layer is moist. Sod shall be laid tight with not gaps. Allowance shall be made for shrinkage. Lay sod with long edges perpendicular to primary slope.
2. Lay to form a solid mass with tightly fitted joints. Butt ends and sides of strips; do not overlap. Stagger strips to offset joints in adjacent courses. Work on boards to avoid damage to subgrade or sod. Tamp or roll lightly to ensure contact with subgrade. Work sifted soil into minor cracks between pieces; remove excess to avoid smothering of adjacent grass.
3. Sod shall be rolled with a two hundred (200) pound roller after installation to insure proper contact between soil and sod. Final rolling must provide a uniform surface. After final rolling, the sod lawn shall be mowed and watered. Approval of sod lawns shall be based on uniform, healthy and vigorous growth with no dry or dead spots.
4. Add fertilizer "B" at the manufacturer's recommended application rate.
E. Water sod thoroughly with a fine spray immediately after planting.
F. Sodded Lawn Establishment
1. The Contractor shall be responsible for first mowing, subsequent mowings and fertilizing of sod lawn areas until Final Acceptance of the project.
2. Mowing shall be done by an approved "reel" type mower. Mower blades shall be set at two (2) inches high for all mowings.
3. Subsequent fertilizing shall occur three to four weeks after installation. Apply fertilizer as per the Manufacturer's recommended application rate. Verify all methods of application. Contractor shall notify the Architect in writing that the fertilizer applications have occurred and on what dates.

3.8 SEEDING
A. General
1. Seeding for irrigated areas shall be accomplished in the spring (after March 15) or fall (before October 1) of the year and/or when weather conditions are favorable for proper working of the soil and seed germination.
2. Seed shall be spread by approved mechanical (hopper or cultipacker) or hydroseed methods only.
3. Seeding shall be done only after topsoil mix placement, finish grading, adjacent construction and plantings have been completed and approved by Architect.
B. Soil Preparation: Any seeded lawn area that has become compacted prior to seeding must be scarified to a depth of eight (8) inches by approved means, then finish graded as hereinbefore described.
C. Seeding - Mechanical Method
1. Apply fertilizer at the manufacturer's recommended application rate. Thoroughly mix six (6) inches deep, taking care not to incorporate subsoil into topsoil mix. After mixing is complete, remove any debris or rocks over one (1) inch in size. Rake to true grade and roll for firmness. If soil is dry, lightly sprinkle prior to rolling. Grades after rolling to be approved by Architect prior to seeding.
2. Seed Application Rate: See "Products".
3. Seed Application Method
a. Using a hopper type seeder, seeding shall be done on a still day, with one-half (2) of the seed to each area being sown in a direction at right angles to the other half. After seeding, the surface shall be lightly raked parallel to the contours such that half or more of the seed is lightly covered by soil, then rolled once with a roller weighing not less than one hundred (100) pounds per lineal foot, and finally watered with a fine spray.
b. A cultipacker or approved similar equipment may be used to drill, cover, and firm the seed bed in one operation.
4. After seeding, raking and rolling, lawn areas shall be covered with a one (1) inch loose layer of clean wheat or oat straw. Straw shall be kept moist until the lawn is established. Remove loose straw from site.
D. Seeding - Hydroseed Method
1. No hydroseeding after a rain or when the wind exceeds five (5) miles per hour.
2. Use only adhesive for cohesionable plant species as approved by the Architect.
3. Spray the mixture of water, seed, mulch and commercial fertilizer evenly over the planting area.
E. Seeding Areas Establishment
1. The Contractor shall be responsible for the first mowing and subsequent mowings, watering and fertilizing of seeded areas until Final Acceptance of the project. Subsequent mowings shall be the Owner's responsibility.
2. First mowing shall be done when lawn areas are well established; when germination approaches ninety percent and height exceeds two and one-half (2 1/2) inches as approved by the Architect. Set mower height at two (2) inches high for first and subsequent mowings.
3. Fertilizing shall occur after the first mowing. Apply fertilizer as per the manufacturer's recommended application rate.
4. Seed beds must achieve ninety (90) percent germination and be uniform in appearance, free of weeds and other undesirable plant species as approved by the Architect.
5. Check for barren areas in seed bed approximately twenty-one (21) days after seeding and overseed as originally specified at the time or at such time as weather and season permit for seed germination or as approved by the Architect. The Architect shall determine and approve the necessity and extent of overseeding in order to achieve the ninety (90) percent germination uniformity throughout the seed bed areas necessary for Final Acceptance.
6. Seeded areas shall be established as specified above at time of substantial completion.

3.9 MAINTENANCE
A. Begin landscape maintenance immediately after planting. Maintenance shall continue until Project Final Acceptance.
B. Maintain trees, shrubs, and other plants by pruning, cultivating, and weeding as required for healthy growth. Restore planting saucers. Tighten and repair stake and guy supports and reset trees and shrubs to proper grades or vertical position as required. Restore or replace damaged wrappings. Spray as required to keep trees and shrubs free of insects and disease.
C. Maintain lawns by watering, fertilizing, weeding, mowing, trimming, and other operations such as rolling, regrading and replanting as required to establish a smooth, acceptable lawn, free of eroded or bare areas.
D. Maintain lawns for no less than period stated above, or longer as required to establish acceptable lawn. If seeded in fall and not given full 60 days of maintenance before Final Acceptance, or if not considered acceptable at that time, continue maintenance the following spring until acceptable lawn is established.

3.10 CLEANUP AND PROTECTION
A. During landscape work, keep pavements clean and work area in an orderly condition.
B. Protect landscape work and materials from damage due to landscape operations, operations by other contractors and trades, and trespassers. Maintain protection during installation and maintenance periods. Treat, repair, or replace damaged landscape work as directed.

3.11 INSPECTION AND ACCEPTANCE
A. When landscape work is completed, including maintenance, Architect will, upon request, make an inspection to determine acceptability.
B. When inspected landscape work does not comply with requirements, replace rejected work and continue specified maintenance until reinspected by Architect and found to be acceptable. Remove rejected plants and materials promptly from project site.

END OF SECTION

SECTION 32 84 00 - IRRIGATION (PERFORMANCE)

PART 1 - GENERAL

1.1 CONDITIONS AND REQUIREMENTS:
A. General and Supplementary Conditions, and Division 1 General Requirements.

1.2 SUMMARY
A. Work included:
1. Provide and install a complete and operating automatic irrigation system for all lawn and planting areas.
2. Connect to main water supply at existing ste stubout as provided.
3. Sleeving under paved areas (by others)
4. Obtain and pay for all permits and fees for the work of this section.
5. Perform work on a design/construct basis, subject to the requirements of the Contract Documents, applicable codes, and good design practice.
6. Winterization of system.

1.3 SUBMITTALS
A. Within 30 days after Contractor's receipt of Owner's Notice to Proceed, submit:
1. Manufacturer's printed product information and cabling cut sheets for all system components; five copies.
B. Shop Drawings: Submit shop drawings for underground irrigation system including plan layout and details illustrating location and type of head, type and size of valve, piping circuits, circuit GPM, pipe size, controls, and accessories.
C. Record Drawings: At completion of this work, submit to the Contractor:
1. Record Drawings: reproducible and five prints.
2. Operations and Maintenance information (2 copies), including:
a. Information including descriptive details, parts list, specifications, maintenance schedules and procedures for system components.
b. Operation, adjustment of system and components instructions.
c. Winterization procedures.
d. Schedule indicating required open valve time to produce given precipitation amounts and seasonal adjustments.
e. Warranties and guarantees.
f. Submit five copies.

1.4 GUARANTEE
A. Guarantee in writing all materials, equipment and workmanship furnished to be free of all defects of workmanship and materials. Within one year after date of Substantial Completion repair or replace all defective parts or workmanship that may be found at no additional cost to Owner.
B. Fill and repair all depressions and replace all necessary lawn and planting which result from the settlement of irrigation trenches for one year after date of Substantial Completion.
C. Supply all manufacturer's printed guarantees.

1.5 QUALITY ASSURANCE
A. Contractor shall be licensed in the State in which this work is being performed.
B. Contractor shall have at least two years prior experience in projects of equal or larger scope. Provide minimum of three references and list of similar projects with owners' names, addresses, and phone numbers, when requested by Owner.
C. Contractor shall employ on site at all times a foreman who is thoroughly experienced and competent in all phases of the work of this Section.

1.6 SYSTEM DESCRIPTION
A. Design requirements:
1. Minimum water coverage: Planting areas - 85%, Lawn areas - 100%.
2. Layout system to obtain optimum coverage using manufacturer's standard heads. Spray on walks, walls or paved areas is not acceptable.
3. Zoning shall be designed for optimum use of available pressure and efficient distribution for types of plantings and shapes of planting areas.
4. Design pressures: Install pressure regulating equipment as necessary.
5. Provide/install approved feed tee or coupling device for air blow winterization. Location shall be on main supply line downstream from main shut off valve.
6. Install approved backflow prevention device in conformance with local or prevailing codes, and in approved site location. Provide for drainage without erosive damage.

1.7 EXTRA EQUIPMENT
A. In addition to installed system, furnish owner with the following:
1. Valve operating key and marker key.
2. Wrench for each sprinkler head cover type.
3. Two (2) sprinkler head bodies of each size and type.
4. Two (2) nozzles for each size and type used.
B. Store above items safely until Substantial Completion.
C. Deliver above items at Substantial Completion.

PART 2 - PRODUCTS

2.1 PIPE AND FITTINGS
A. PVC 1120, ASTM D-1784, permanently marked with manufacturer's name, schedule/class, and type. Solvent-weld type.
1. Pipe:
a. Pressure lines: Schedule 40 solvent weld.
b. Lateral lines: Class 200 pvc.
c. Sleeving: Class 200 pvc.
2. Fittings: Schedule 40 PVC, solvent-weld type. Install threaded joints where required at valves, risers, etc.
3. Risers: Lawn and shrub heads - flexible and damage-resistant plastic "polyplge" riser.
4. Solvent: NSF approved solvent for Type I & II PVC.
B. Polyethylene Pipe
1. Pipe: Class 100, 3/4" lateral line, for use on drip irrigation zone(s) where drip tubing is not otherwise used.
2. Fittings: Schedule 80 PVC.
3. Clamps: Stainless Steel.
C. Drip Line: Netafim Techline Dripperline, with .6 GPH drippers at 18" spacing.

2.2 SPRINKLER HEADS
A. Description: Appropriate for application in throw, pressure and discharge. Each type of head shall be of a single manufacturer.
1. Lawn heads: pop-up type.
B. Manufacturer: Rainbird, Hunter, Weathermatic Irrigation Company.

2.3 AUTOMATIC CONTROL SYSTEM
A. General: Furnish low voltage system manufactured expressly for control of automatic circuit valves of underground irrigation systems. Provide unit of capacity to suit number of circuits as indicated.
B. Control Enclosure: Manufacturer's standard wall mount with locking cover, complying with NFPA 70.
C. Circuit Control: each circuit variable from approximately 5 to 60 minutes. Including switch for manual or automatic operation of each circuit.
D. Timing Device: Adjustable 24-hour and 7 or 14 day clocks to operate any time of day and skip any day in a 7 or 14 day period.
E. Wiring: Solid or stranded direct-burial type as recommended by manufacturer of control unit; type AWG-UF, UL approved.

2.4 VALVING
A. Manual valves: brass or bronze for direct burial, gate valves, 150 pound class, threaded connection with cross type handle designed to receive operating key.
B. Automatic circuit valves: high impact plastic with corrosion-resistant internal parts. Low power solenoid control, normally closed, with manual flow adjustment; same manufacturer as control unit.
1. Standard sprinkler valve shall be Rainbird PEB-PRS-B. Use scrubber valve if not connected to potable water.
2. Drip Control Zone Kit: Hunter PCZ-101.
C. Quick coupler valve: brass or bronze construction with hinged top. One per zone or valve grouping.
D. Manual drain valves:
1. Bronze construction, straight type, 150 pound class, threaded connections, with cross type operating handle designed to receive operating key. Calco, Champion 100, or approved equal.
2. Size: 3/4 inch.

E. Pressure Regulator: Netafim Model PRV075HF35, 3/4", one per zones.
F. Flushing Valve: Netafim Model TLFV-1, two per zone (each end).
G. Filter: Netafim Model DF075-120, 3/4" filter; one per drip zone.
H. Air Relief Valve: Netafim Model TLAVRV,

2.5 MISCELLANEOUS
A. Chemicals: primer and solvent glue as required by pipe manufacturer.
B. Valve box - high impact plastic, green in color.
C. Valve cover and frame - compatible with valve box with provision for locking.
D. Drainage backfill - clean gravel or crushed stone, graded from 3" maximum to 3/4" minimum.

PART 3 - EXECUTION

3.1 GENERAL
A. Install system to provide for adequate protection against freeze damage.
B. Install system in accordance with approved Contractor design drawings. All deviations from the plans must be approved, and clearly recorded on record drawing.
C. Install system and components in strict accordance with manufacturer's recommendations.
D. Install quick couple(s) on main supply line, approximately equal spacing, at valve box locations or intervals of approximately 200 feet, whichever is greater. Locate adjacent to paved surfaces, at valve boxes where practical.

3.2 SURFACE CONDITIONS
A. Examine the areas and conditions under which work will be performed. Notify Contractor of conditions detrimental to timely and proper completion of Section work. Do not proceed until unsatisfactory conditions are corrected.
B. Locate all underground utilities and structures and notify Architect of any conflict with Section work. Protect structures and utilities. Repair or replace said structures or utilities damaged by this work at no cost to the Owner.

3.3 SLEEVING
A. Sleeving installed by others. Coordinate with other trades.

3.4 TRENCHING AND BACKFILLING
A. Trenching and backfilling shall be per applicable ISPWC Section.
B. Cut trenches straight and without abrupt grade changes to allow the following minimum cover:
1. Main Lines and Sleeving: 18 inches.
2. PVC Laterals: 12 inches.
C. Surround lines with 2 inches of clean rock-free material on all sides.

3.5 MISCELLANEOUS VALVES
A. Install manual drain valves up stream. Install devise at mainline tap in accordance with manufacturer requirements for complete operation. Install backflow provision and connect to controller.

3.6 CIRCUIT VALVES
A. Install in valve box, arranged for easy adjustment and removal.
1. Provide union on downstream side.
2. Adjust automatic control valves to provide flow rate of rated operating pressure required for each sprinkler circuit.

3.7 PIPE INSTALLATION
A. Lay PVC pipe in accordance with standard and acceptable practice. Thrust blocks to be used at points of intersection and change of direction in main line pipe as per manufacturer's recommended specifications. Install manual drains.
B. PVC pipe joints, solvent welded except as indicated. Cut pipe square, deburr, wipe from surface all saw chips, dust, dirt, moisture and any foreign matter which may contaminate the cemented joint. Apply cleaner/primer and solvent cement, make joints in accordance with manufacturer's recommendations. Use Teflon thread sealant (tape) at all threaded joints.
C. Contractor shall size pipe according to schedule provided. Flow velocities shall not exceed 5 feet/second in all cases. Lateral lines shall be laid out and installed per zone to balance the pressure loss and provide minimum fluctuation in system operating pressures.

Pipe Size	Pipe Section	Pipe Size	Pipe Section
3/4"	0-9 GPM	1 1/2"	26-34 GPM
1"	10-17 GPM	2"	35-50 GPM
1 1/4"	18-25 GPM	2 1/2"	51-80 GPM

D. Techline Drip Line: Place in shallow furrow at 1"-2" below finish topsoil grade, below layer of specified mulch. Lay in uniform grid pattern in groundcover/shrub areas (rows 18"-24" apart max). Coil 20 linear feet at each balled and burlapped tree around base and to allow for tree removal if required. Staple drip line every 36" max. Flush all lines with full head of water prior to installation of flush valves at end of circuit runs.
E. Flush Valves: Install flush valve at end of each drip line run.

3.8 SPRINKLER HEADS
A. Flush circuit lines with full head of water prior to head installation.
1. Install heads at level with mulch.
2. Locate part-circle shrubbery heads to maintain a minimum distance of six inches (6") from edges and four inches (4") from other boundaries unless otherwise indicated. Keep overspray to a minimum.

3.9 CONTROL WIRE INSTALLATION
A. Bury wires beside or below main line pipe in same trench.
B. Bundle multiple wires together with tape at ten feet (10') maximum intervals.
C. Provide 36 inch loop in wires at each valve where controls are connected and at 100' maximum intervals between.
D. Make all electrical joints (splices) in boxes only. Make electrical joints waterproof, Scotch-Lock connectors, or approved.

3.10 AUTOMATIC CONTROLLER
A. Install on site as approved. Verify location with Owner Representative.
B. Install typewritten legend inside controller door.

3.11 TESTING
A. Do not allow or cause any work of this Section to be covered or enclosed until it has been inspected and tested.
B. Pressure testing:
1. Make necessary provision for thoroughly flushing line of all debris.
2. Before testing, cap all risers, and install all valves.
3. Fill all main supply lines with water. Pressurize to 100 psi. Close air supply and test for leakage. Test shall be approved if no greater than 5 psi loss occurs in 15 minutes.
4. Fill all zone lines with water to static pressure. Hold for 15 minutes. Inspect for leakage.
5. Contractor shall provide all required testing equipment and personnel. Test shall be performed in presence of Architect. Contractor shall make notice of test (48) hours in advance.
6. Provide required testing equipment and personnel.
7. Repair leaks, and retest until acceptance by the Architect.
C. Coverage inspection: upon completion of all systems, perform a coverage test to determine if coverage of water afforded all areas is complete, adequate and uniform. Change heads, nozzles, orifices and/or adjustment as directed to provide uniform coverage.
D. Final inspection:
1. Clean, adjust, and balance all systems. Verify that:
a. Remote control valves are properly balanced;
b. Heads are properly adjusted for radius and arc of coverage;
c. The installed system is workable, clean and efficient.
E. Winterization: Winterize system at the end of first season of system operation. Review procedures with Owner Representative.

END OF SECTION

City of Caldwell
APPROVED FOR CONSTRUCTION

Issue Description	Date
ISSUE	3-23-26

JENSEN BELTS ASSOCIATES
Site Planning
Landscape Architecture
1509 Tyrell Lane, Ste 130
Boise, Idaho 83706
Ph. (208) 343-7175
www.jensenbelts.com

THE RESERVE AT VERBENA RANCH
PHASE 2
CALDWELL, IDAHO
FINAL PLAT LANDSCAPE PLAN

Job Number 2517

Drawn	Checked
JJN	KCS
Scale	AS SHOWN
Sheet Title	
LANDSCAPE SPECIFICATIONS	

Sheet Number
L4
5 of 5 Sheets

OPEN SPACE CALCULATIONS						
PARCEL NAME	SQ. FT.	ACRES	TYPE	USE	% QUALIFIED	QUALIFIED TOTAL
BLOCK 1 LOT 12	103,189	2.37	COMMON	OPEN/BUFFER/ DRAINAGE	91	2.16
BLOCK 2 LOT 7	34,604	0.79	COMMON	OPEN	100	0.79

QUALIFIED OPEN SPACE

NONQUALIFIED OPEN SPACE

TOTAL AREA:	11.99 AC.
TOTAL COMMON AREA:	3.16 AC. (26.4%)
QUALIFIED COMMON AREA:	2.95 AC. (24.6%)

J-U-B ENGINEERS, INC.

LAST UPDATED: 3/4/2026
PLOT DATE: 3/4/2026
FILE: 20-25-025_OPENSPACEEXHIBIT.DWG

VERBENA RESERVE
CALDWELL, ID
OPEN SPACE EXHIBIT
PAGE 1 OF 1

PRELIMINARY PLAT FOR

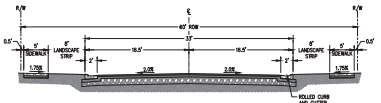
THE RESERVE AT VERBENA RANCH

PROPERTY LOCATED IN THE NW 1/4 of SECTION 10, TOWNSHIP 3 NORTH, RANGE 3 WEST, BOISE MERIDIAN

CANYON COUNTY, IDAHO

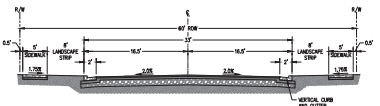
ADJOINING PROPERTY OWNERS

1. PARCEL: R3570700 OWNER: J. SMITH 3004 BUCKBOARD AVE.
2. PARCEL: R3570700 OWNER: J. SMITH 3004 BUCKBOARD AVE.
3. PARCEL: R3570700 OWNER: LEE LORENSEN 3012 BUCKBOARD AVE.
4. PARCEL: R3570700 OWNER: MASON MCCARD 3008 BUCKBOARD AVE.
5. PARCEL: R3570700 OWNER: J. SMITH 3004 BUCKBOARD AVE.
6. PARCEL: R3570700 OWNER: NATHAN T. WILLIS 3017 BUCKBOARD AVE.
7. PARCEL: R3570700 OWNER: MARCEL KENNEDY 3021 BUCKBOARD AVE.
8. PARCEL: R3570700 OWNER: J. SMITH 3004 BUCKBOARD AVE.
9. PARCEL: R3570700 OWNER: LEONEL PEREZ 3005 BUCKBOARD AVE.
10. PARCEL: R3570700 OWNER: J. SMITH 3004 BUCKBOARD AVE.
11. PARCEL: R3570700 OWNER: EDWARD M. MCCARTHY 3013 BUCKBOARD AVE.
12. PARCEL: R3570700 OWNER: EDWARD M. MCCARTHY 3013 BUCKBOARD AVE.
13. PARCEL: R3570700 OWNER: EDWARD M. MCCARTHY 3013 BUCKBOARD AVE.
14. PARCEL: R3570700 OWNER: EDWARD M. MCCARTHY 3013 BUCKBOARD AVE.



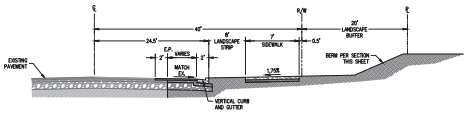
RESIDENTIAL – 60' RIGHT-OF-WAY
TYPICAL SECTION
N.T.S.

A



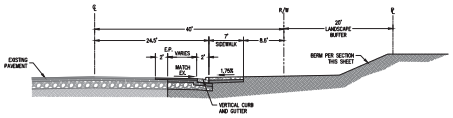
RESIDENTIAL – 60' RIGHT-OF-WAY
TYPICAL SECTION
N.T.S.

B



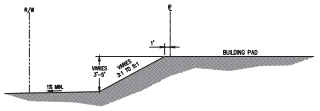
MINOR ARTERIAL WIDENING TYPICAL SECTION
(S 10TH AVE & E HOMEDALE RD)
N.T.S.

C



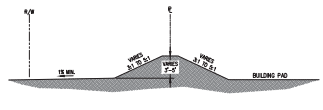
MINOR ARTERIAL WIDENING TYPICAL SECTION
(S 10TH AVE – ATTACHED SIDEWALK)
N.T.S.

D



HOMEDALE RD FRONTAGE BERM
LOTS ABOVE STREET
N.T.S.

E



HOMEDALE RD FRONTAGE BERM
LOTS LEVEL W/ STREET
N.T.S.

F

NOTES AND SECTIONS

PRELIMINARY PLAT FOR
THE RESERVE AT VERBENA RANCH
CITY OF CALDWELL, CANYON COUNTY, IDAHO

NO.	DATE	DESCRIPTION	BY
1	10/24/2024	CITY COMMENTS	AJH
2	12/10/2024	CITY COMMENTS	AJH
3	03/24/2025	AGENCY SUBMITTAL	AJH

DATE: 03/24/2025
SCALE: AS NOTED
DESIGN: JEB
DRAWN: AJH/JBS
JOB NO.: 9447
FILE NAME: 9447-SSV-S-COVER-PP.DWG
REV. NO.: PP-1.2
SHEET NO.: 2 OF 10

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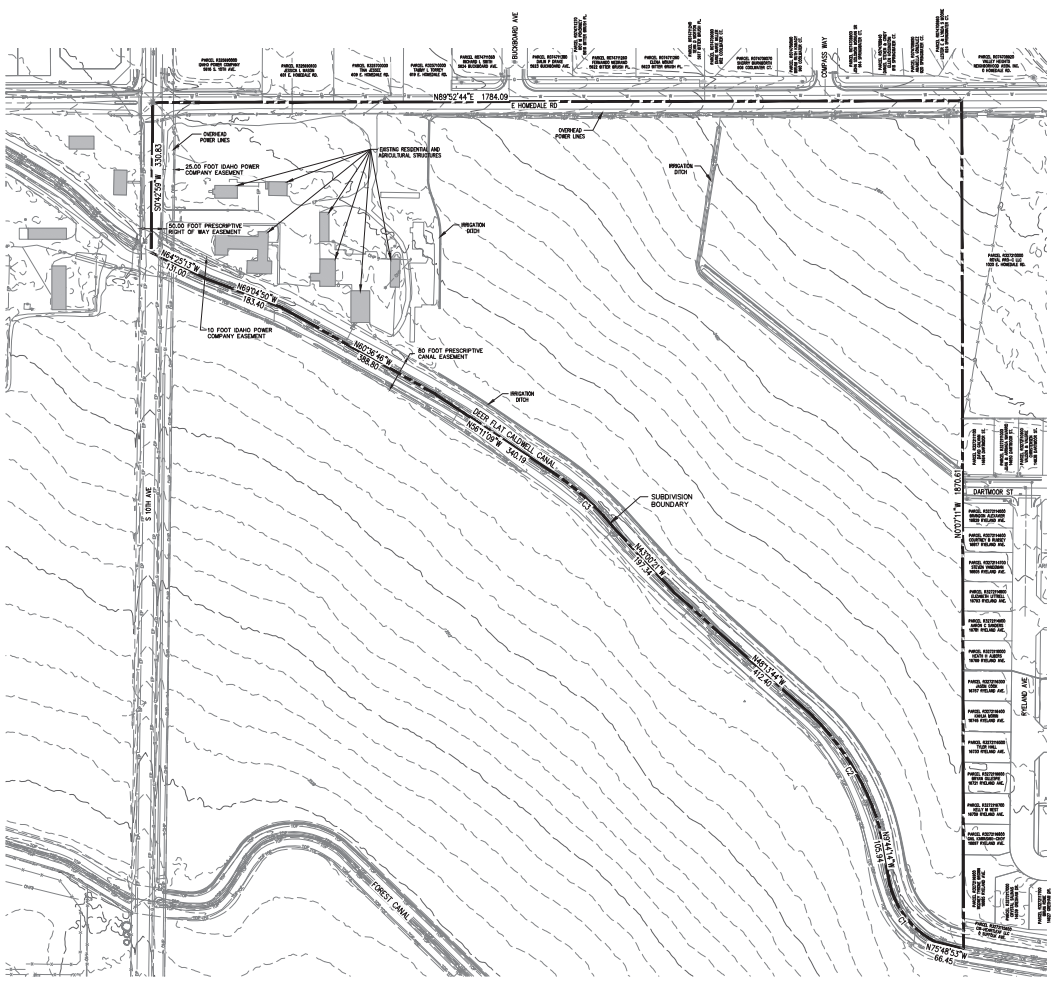
PROFESSIONAL ENGINEER
12448
JASON E. BOOZ
07-31-25
AGENCY APPROVED FOR CONSTRUCTION

I:\PROJECTS\IDAHO\9447 – VERBENA RANCH\ENGINEER\RESERVE\DRAWINGS\PREPLAT\9447-SSV-S-COVER-PP.DWG – Anna Hosley – 3/24/2025 3:31 PM



CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	182.20	197.07	52°58'12"	N35°25'32"W	175.78
C2	293.40	579.15	29°01'34"	N30°46'13"W	290.27
C3	147.40	587.46	14°22'35"	N46°19'53"W	147.02

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REV	DATE	DESCRIPTION	BY
1	10/15/2025	CITY COMMENTS	AM
2	12/10/2024	CITY COMMENTS	AM
3	03/24/2025	AGENCY SUBMITTAL	AM

NATURAL FEATURES MAP

PRELIMINARY PLAT FOR
THE RESERVE AT VERBENA RANCH
CITY OF CALDWELL, CANYON COUNTY, IDAHO

DATE: 03/24/2025
SCALE: AS NOTED
DESIGN: JEB
DRAWN: AUH/JBS
JOB NO.: 9447
FILE NAME: 9447-RR-1-DSD-PP
REV. NO.: PP-2.1
SHEET NO.: 3 OF 10

NOT APPROVED FOR CONSTRUCTION

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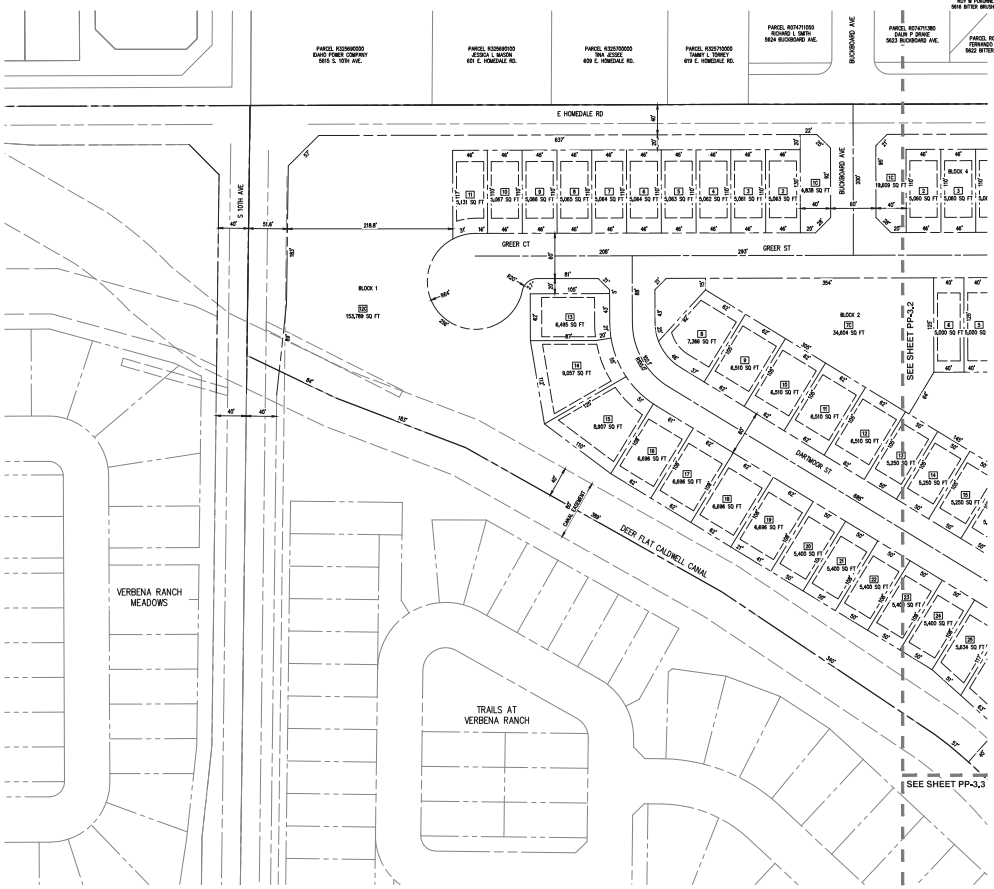

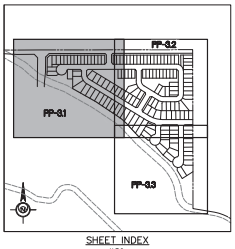

SHEET INDEX
N.T.S.

GRAPHIC SCALE
1 inch = 60 ft, Horizontal

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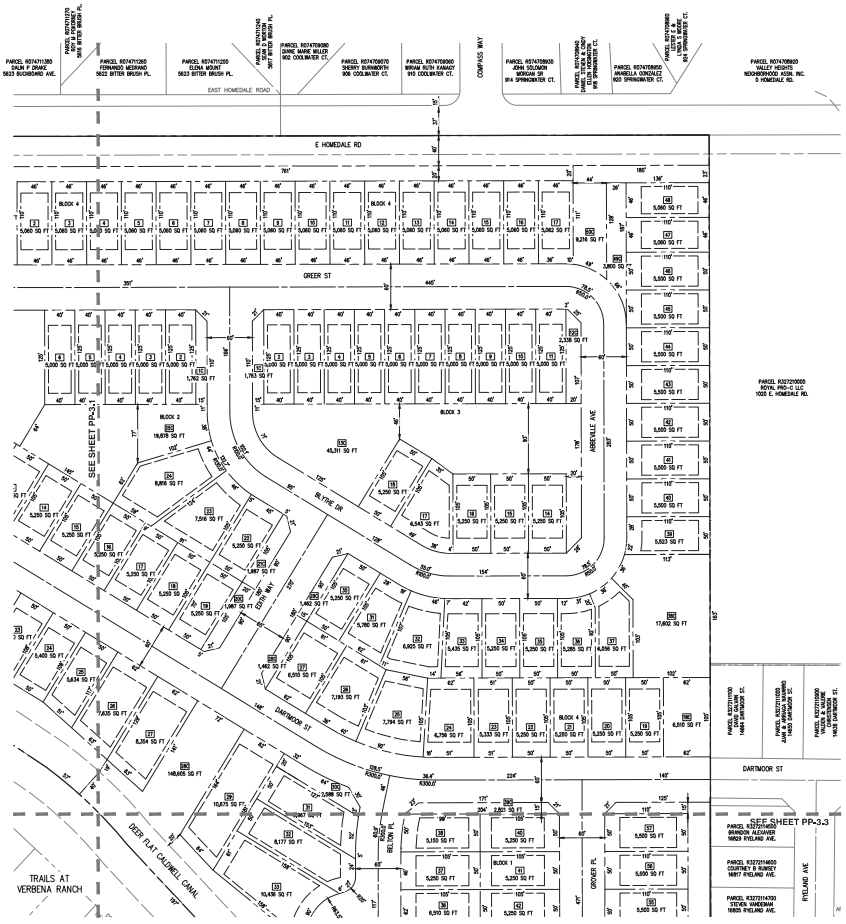
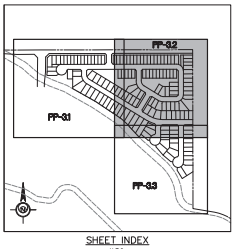
PRELIMINARY PLAT

PRELIMINARY PLAT FOR
THE RESERVE AT VERBENA RANCH
CITY OF CALDWELL, CANYON COUNTY, IDAHO

DATE: 03/24/2025
SCALE: AS NOTED
DESIGN: JEB
DRAWN: AUH/JBS
JOB NO.: 9447
FILE NAME: 9447-RSV-S-PLAT-PP
REV NO.: PP-3.1
SHEET NO.: 4 OF 10





SHEET INDEX
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GRAPHIC SCALE
1 inch = 60 ft. Horizontal

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NO.	DATE	DESCRIPTION	BY
1	10/15/2025	CITY COMMENTS	AJH
2	12/10/2024	CITY COMMENTS	AJH
3	03/24/2025	ADDY SUBMITTAL	AJH

PRELIMINARY PLAT

PRELIMINARY PLAT FOR
THE RESERVE AT VERBENA RANCH
CITY OF CALDWELL, CANYON COUNTY, IDAHO

DATE: 03/24/2025
SCALE: AS NOTED
DESIGN: JEB
DRAWN: AJH/JBS
JOB NO.: 9447
FILE NAME: 9447-RSV-S-PLAT-PP
REV. NO.: PP-3.2
SHEET NO.: 5 OF 10

SHEET INDEX
N.T.S.

GRAPHIC SCALE
1 inch = 60 ft, Horizontal

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REV	DATE	DESCRIPTION	BY
3	10/21/2025	CITY COMMENTS	AJH
2	10/10/2025	CITY COMMENTS	AJH
1	08/27/2025	AGENCY SUBMITTAL	AJH

PRELIMINARY PLAT

PRELIMINARY PLAT FOR
THE RESERVE AT VERBENA RANCH
CITY OF CALDWELL, CANYON COUNTY, IDAHO

DATE: 03/24/2025	SCALE: AS NOTED
DESIGN: JEB	DRAWN: AJH/JBS
JOB NO.: 9447	FILE NAME: 9447-RSV-S-PLAT-PP
REV. NO.:	PP-3.3
SHEET NO.:	6 OF 10

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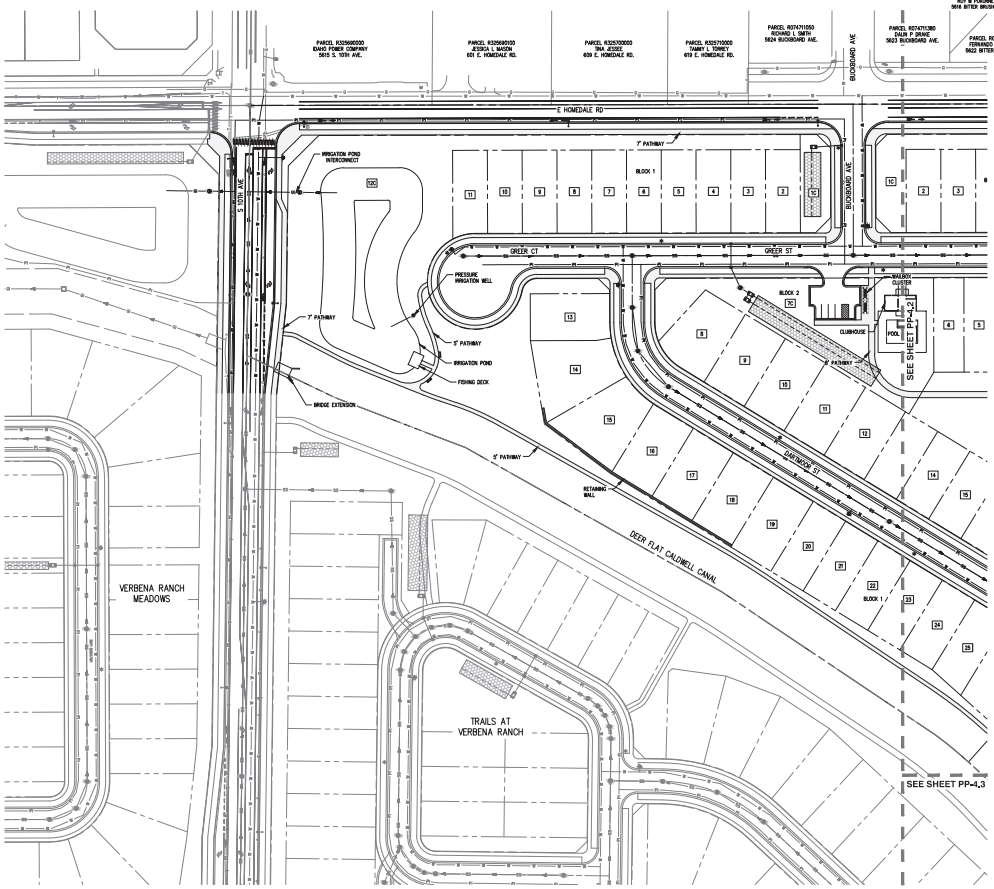

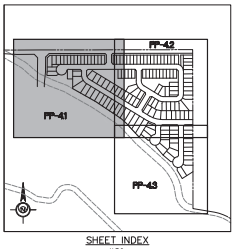

SHEET INDEX
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GRAPHIC SCALE
1 inch = 60 ft. Horizontal

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NO.	DATE	DESCRIPTION	BY
3	03/24/2025	CITY COMMENTS	AJH
2	12/10/2024	CITY COMMENTS	AJH
1	08/30/2024	AGENCY SUBMITTAL	AJH

PRELIMINARY ENGINEERING PLAN

PRELIMINARY PLAT FOR
THE RESERVE AT VERBENA RANCH
CITY OF CALDWELL, CANYON COUNTY, IDAHO

DATE: 03/24/2025	SCALE: AS NOTED
DESIGN: JEB	DRAWN: AJH/JBS
JOB NO.: 9447	FILE NAME: 9447-RSV-S-SNG-PP.DWG
SHEET NO.:	PP-4.1
SHEET NO.:	7 of 10

NOT APPROVED FOR CONSTRUCTION

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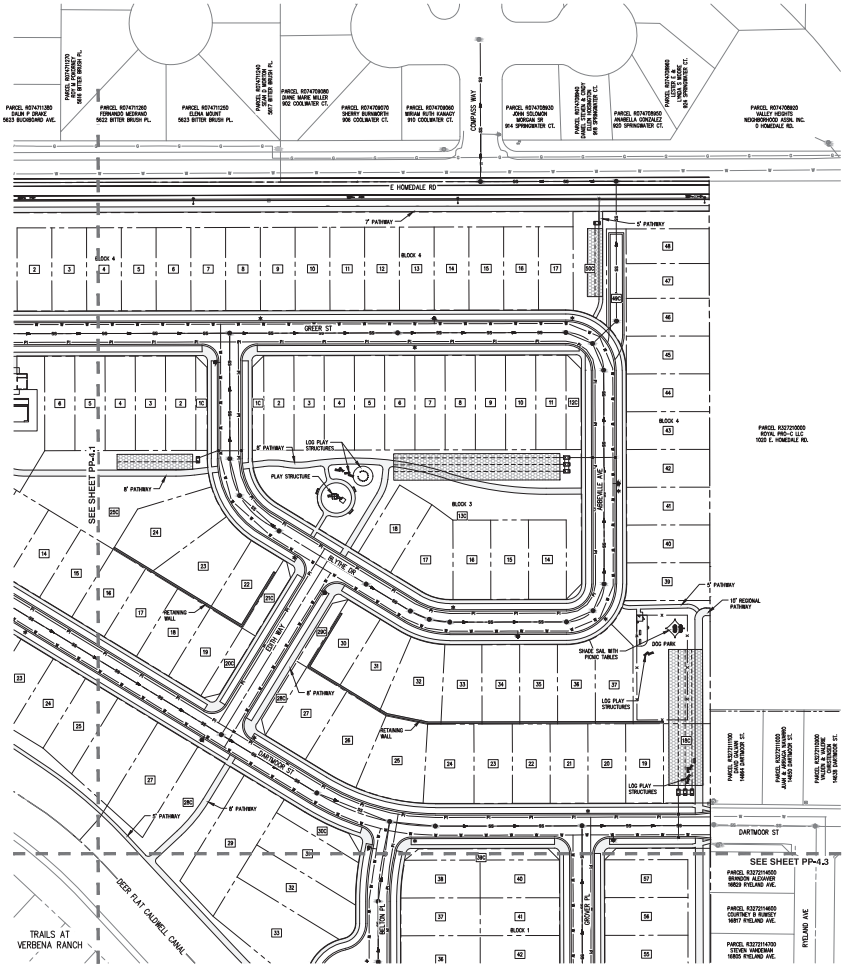

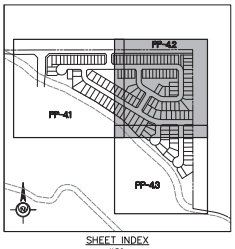

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GRAPHIC SCALE
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NO.	DATE	DESCRIPTION	BY
3	03/24/2025	CITY COMMENTS	AJH
2	02/10/2025	CITY COMMENTS	AJH
1	01/10/2025	AGENCY SUBMITTAL	AJH

PRELIMINARY ENGINEERING PLAN

PRELIMINARY PLAT FOR
THE RESERVE AT VERBENA RANCH
CITY OF CALDWELL, CANYON COUNTY, IDAHO

DATE: 03/24/2025	SCALE: AS NOTED
DESIGN: JEB	DRAWN: AJH/JBS
JOB NO.: 9447	FILE NAME: 9447-RS-1-SNL-PP
REV. NO.:	PP-4.2
SHEET NO.:	8 OF 10

NOT APPROVED FOR CONSTRUCTION
PRELIMINARY PLAT
12449
JOSHUA E. BUSH
IDAHO
REGISTERED PROFESSIONAL ENGINEER

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SHEET INDEX
N.T.S.

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1 inch = 60 ft. Horizontal

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PRELIMINARY ENGINEERING PLAN

PRELIMINARY PLAT FOR
THE RESERVE AT VERBENA RANCH
CITY OF CALDWELL, CANYON COUNTY, IDAHO

REV.	DATE	DESCRIPTION	DRAWN
3	10/24/2025	CITY COMMENTS	AJH
2	10/10/2024	CITY COMMENTS	AJH
1	07/31/2024	AGENCY SUBMITTAL	AJH

DATE: 03/24/2025
SCALE: AS NOTED
DESIGN: JEB
DRAWN: AJH/JBS
JOB NO.: 9447
FILE NAME: 9447-RSV-S-SHEETS
REV. NO.: PP-4.3
SHEET NO.: 9 OF 10

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PRELIMINARY EARTHWORK QUANITIES

CUT: 60,000 CY
FILL: 60,000 CY
NET: 0 CY

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PRELIMINARY GRADING AND DRAINAGE PLAN

PRELIMINARY PLAT FOR
THE RESERVE AT VERBENA RANCH
CITY OF CALDWELL, CANYON COUNTY, IDAHO

DATE: 03/24/2025	SCALE: AS NOTED
DESIGN: JEB	DRAWN: AUH/JBS
JOB NO.: 9447	FILE NAME: 9447-SD-1-SHEET-P
REV. NO.:	PP-5.1
SHEET NO.:	10 OF 10

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Approve the Findings of Facts and Conclusions of Law for Enclave No. 2 Final Plat (SFP26-000030).

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. FCO_Enclave No 2 FP (SFP26-00030) Packet

Caldwell Planning & Zoning Department
STAFF REPORT / FINDINGS
Consent Item | City Council | 9/8/2026

Staff Planner: Garline Davis

CASE NO(s): SFP26-000030
Project Name: Enclave Subdivision No. 2

STAFF REVIEW SUMMARY

Staff finds the final plat **IS** compliant with all applicable codes, regulations, and policies, and is in conformance with the approved preliminary plat. Staff recommends if approved, the approvals be subject to the conditions listed in the Findings of Fact, Conclusion of Law, and Decision herein.

CITY COUNCIL DECISION

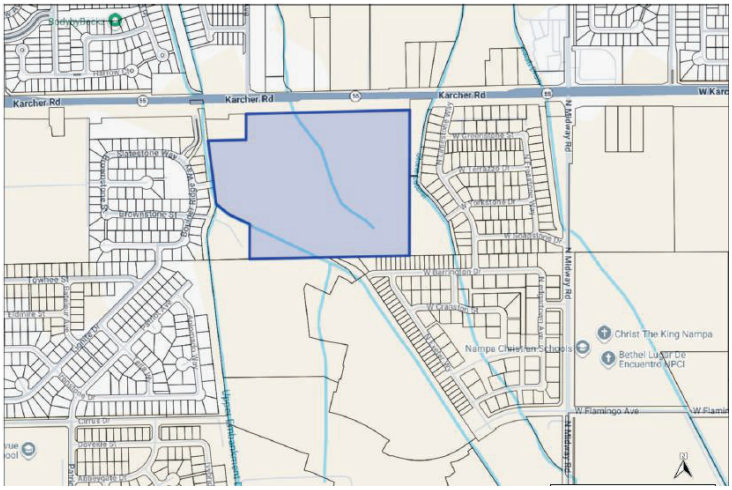
This will be updated to reflect the city council decision after the meeting and prior to signature.

City Council APPROVED / DENIED the final plat at the 9/8/2026 City Council meeting.

PROJECT SUMMARY:

Proposed Land Use Applications:

- Final Plat for Enclave Subdivision No. 2, consisting of 39 single-family residential lots and 7 common lots on approximately 6.57 acres in the R-2 zoning district.



Project Name:	Enclave Subdivision No. 2
Applicant:	SD Land Consulting
Property Owner:	TVD Enclave LLC
Parcel ID Number(s):	R3279500000
Property or Project Size:	6.57 acres (this phase)

DECISION BODY – REQUIRED FINDINGS & APPROVAL CRITERIA

Before the City Council approves any application, the Council must find and conclude the proposed application is compliant with the Caldwell City Code approval criteria as listed under #11 within Section I, Findings of Facts, within this report.

BEFORE THE CALDWELL CITY COUNCIL
CITY OF CALDWELL, CANYON COUNTY, IDAHO

NOTE: *THIS IS NOT A PREDETERMINED DECISION. PORTIONS OF THE FINDINGS ARE WRITTEN IN AN APPROVAL AND DENIAL FORMAT. ALL EVIDENCE WILL BE CONSIDERED AND THE FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION WILL BE UPDATED PRIOR TO FINAL SIGNATURE.*

IN THE MATTER OF AN APPLICATION FOR A FINAL PLAT APPROVAL FOR ENCLAVE SUBDIVISION NO. 2 CONSISTING OF 39 RESIDENTIAL BUILDING LOTS AND 7 COMMON LOTS ON APPROXIMATELY 6.57 ACRES IN THE R-2 ZONING DISTRICT.

Property Owner: TVD Enclave LLC

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

Case No. SFP26-000030

I. FINDINGS OF FACTS

1. **APPLICANT:** SD Land Consulting

2. **PROPERTY OWNER:** TVD Enclave LLC

3. **APPLICATION REQUEST:** Application for final plat approval of Enclave Subdivision No. 2 consisting of 39 single-family residential building lots and 7 common lots on approximately 6.57 acres in the R-2 zoning district.

4. **SITE ADDRESS AND LOCATION:** The subject site is located on the south side of HWY 55/Karcher Rd., approximately 1/3 mile west of the Karcher Rd./Midway Rd. intersection, with a property address of 12269 Karcher Rd. and described as a portion of the NW ¼ of the NE ¼ of Section 13, T3N, R3W, Boise Meridian, City of Caldwell, Canyon County, Idaho.

5. **ASSESSOR PARCEL NUMBER(S):** R3279500000

6. **PROPERTY SIZE:** Phase 2 is approximately 6.57 acres, more or less.

7. **PUBLIC NOTICING:**

The planning and zoning department notifies all political subdivisions providing services within the planning jurisdiction, including school districts who will be impacted by any changes that have been proposed from what was originally approved on the preliminary plat.

Review of the final plat submitted determined there were no modifications proposed that would necessitate additional public agency notifications.

8. **PRELIMINARY PLAT AND DEVELOPMENT BACKGROUND AND HISTORY:**

The preliminary plat approval for Enclave Subdivision (SPP25-000006, ZON25-000001, & DEV25-000004) was signed by the City Council on 7/7/2025.

The Final Plat for Phase 1 was approved on June 3rd, 2026. This phase consists of 6.57 acres and includes 39 single-family residential lots.

9. **APPLICABLE REGULATIONS AND GUIDING DOCUMENTS:**

a. City of Caldwell Zoning Ordinance No. 1451, as amended
b. City of Caldwell Subdivision Ordinance, as amended
c. Idaho Code, Title 67, Chapter 65, Local Planning Act

10. **STAFF REVIEW AND ANALYSIS:**

Residential Type	**# of Lots**					
	PP	FP No. 1	FP No. 2	FP No. 3	FP No. 4	Remaining
Single-Family Detached	152	68	39	TBD		45
Common Lots	33	16	7			n/a
Residential Type - Buildings						
	PP	FP No 1	FP No 2	FP No. 3	FP No. 4	Remaining
Single-Family Detached	152	68	39			45

Non-Residential					
	PP	FP No 1	FP No 2	FP No 3	Remaining
Commercial Acreage	4.14 ac	4.14 ac	n/a	TBD	0
Open Space Acreage	5.8 ac	2.72 ac	1.07 ac	TBD	2.01
Amenities Approved	Dog park, fire pit area, active playground with shade structures (2 separate areas), wildflower garden with seating, multi-use open space area, and regional pathway along Wilson Drain	Segments of regional pathway	Playground, shade structure. multi-use open space area.	TBD	

Staff Comment: *Construction drawings (CD26-000045) and the proposed final plat have been reviewed for conformance with city codes and with the approved preliminary plat. The Planning & Zoning Division, in consultation with the Engineering Department, has determined the final plat is compliant with city code, as well as with the approved preliminary plat.*

11. **CITY COUNCIL DECISION:**

Regarding the request for a final plat approval for Enclave Subdivision No. 2, a residential subdivision with 39 single-family residential building lots and 7 common lots in an R-2 (Community Residential) zone on approximately 6.57 acres on Parcel R3279500000, located in the NW ¼ of the NE ¼ of Section 13, T3N, R3W, the subject application was placed on the 9/8/2026 City Council consent agenda for consideration.

Based upon the information received and the record of evidence presented, the City Council voted to **APPROVE** the request for final plat approval, subject to the conditions herein. In approving the request, the City Council concluded the following:

1. The final plat is compliant with city code; and
2. The final plat is in compliance with the approved preliminary plat.

II. CONCLUSIONS OF LAW

1. The City of Caldwell has provided for the processing of Land Use permits authorized by Chapter 65, Title 67, Idaho Code, pursuant to Chapter 10 Zoning Regulations and Chapter 11 Subdivision Regulations.
2. The record includes, but is not limited to all files, application documents, public notices, public comments and testimony, staff reports and memos, presented evidence and exhibits, public hearing written minutes and audio, and the signed Findings of Facts, Conclusions of Law, and Decision.
3. The City Council is authorized to approve, approve with conditions, approve with modifications, or deny final plats in accordance with Section 11-02-03 (2) D of Caldwell City Code.
4. The City Council reviewed and considered all records, evidence, testimony, facts presented, applicable code standards, and approval criteria as specified within Caldwell City Code in making their decision.

III. CONDITIONS OF APPROVAL

NOTE: Any conditions removed by the governing body will be shown in a strikethrough. Any conditions added by the governing body will be shown as underlined.

The approval of the application request for (SFP26-000030) is subject to compliance with the following conditions:

A. Site Specific Requirements:

1. Future development shall be substantially consistent with all approved plans herein and all existing conditions for entitlements associated with Enclave Subdivision (SPP25-000006, ZON25-000001, & DEV25-000004), including the recorded Development Agreement (Inst. #2025-040052).

B. General Requirements:

1. Development of the subject property shall be in conformance with all municipal codes, policies, standards, and regulations of the City of Caldwell, unless specifically stated otherwise in a Development Agreement or in the

Order of Decision. **NOTE:** *Failure to identify a code violation during the review of the plans DOES NOT give the applicant the right or permission to violate any codes, policies, standards and/or regulations.*

2. If any term or provision of this decision, to any extent, is held invalid or unenforceable, the remaining terms and provisions hereof shall not be affected thereby, but each such remaining term and provision shall be valid and enforced to the fullest extent permitted by law.
3. Any nuisances existing on the property (weeds, trash, debris, etc) shall be resolved and in compliance with city codes prior to the approval of any construction drawings and/or issuance of building permits.
4. Any changes to the plans and specifications upon which this approval is based, other than those required by the above conditions, will require submittal of an application for modification and approval of that application prior to commencing any change.
5. All improvements and operations shall comply with applicable local, state and federal requirements and procedures whether specifically addressed in the analysis of this application or not.
6. Fencing: Fencing must comply with Caldwell City Code Section 10-02-07.
7. Approval: This approval is for the application(s) specified herein only. Additional permits, licenses and approvals may be necessary.
8. Solid Waste Disposal: All solid waste receptacles utilized during development and/or construction shall be provided by the same company with which the City of Caldwell has an exclusive contract.
9. Business Licensing: All businesses operating within the corporate limits of the city shall obtain a business permit license prior to commencing business operations.

C. Site Design and Development Standards:

1. General: All new construction shall comply with the current dimensional standards (height and setback schedule) in effect at the time the building permit is filed, excluding any deviations approved through a planned unit development, special use permit, and/or development agreement.
2. Stormwater: Strict adherence to the "Caldwell Stormwater Management Manual", as adopted by the city council as well as any subsequent adopted updates, is required. **NOTE:** *Any modifications necessary to the original approved stormwater design where additional stormwater retention or detention facilities are required, or where the approved retention and detention facilities are required to be expanded, still requires adherence to the requirements for minimum open space, landscape buffers, lot sizes and setbacks.*

D. Engineering Department Conditions:

The following items shall be completed prior to the City Engineer signing the final plat. Said items cannot be deferred by posting a financial security:

1. Water System: The final plat cannot be signed until the water system has been constructed, pressure tested and clean water samples received.
2. Sewer System: The final plat cannot be signed until the sewer system has been constructed, pressure tested, CCTV video has been submitted and approved and interim as-builts have been approved by the Engineering Department.
3. Pressurized Irrigation System: The final plat cannot be signed until the pressure irrigation system within the public right-of-way has been constructed and pressure tested.

4. Storm Drain System: The final plat cannot be signed until the storm drain system located within the public right-of-way has been constructed, passed visual inspection, and interim as-builts have been approved by the Engineering Department.

5. All-Weather Surfaces: The final plat cannot be signed until all-weather surfaces are in place, compaction test results have been submitted and approved for roadways and emergency accesses and, if paved, core sample results have been submitted and approved.

6. Street Signs: The final plat cannot be signed until all street signs have been installed to City standards and approved.

7. Construction Security: Construction security (compliant with current City Code requirements) must be provided for all items which are not among the items listed above, and which are not yet completed before the City Engineer can sign the final plat. The City must be in agreement on a construction security amount for those improvements.

8. Final Plat Review: The final plat drawing shall be submitted to the Engineering Department for review prior requesting signatures on the final plat. Adequate review time (no less than 30 days) shall be provided by the Applicant. Final plats submitted for review must meet all State statutes and City codes, policies, and ordinances.

9. Addressing: In an effort to expedite the addressing process of the final plat, applicants shall submit electronic copies of the final plat, in both PDF and AutoCAD format, to the Engineering and Mapping departments as soon as possible.

E. Fire Department Conditions:

1. All requirements from the Fire Department for access, turnarounds, emergency access, water supply, fire hydrants, etc. shall be met in the development and/or platting of the subject property.

2. Final approval of the location and number of fire hydrants within the development shall be determined by the Fire Marshal and take place by phase at the time of submittal of applicable construction drawings for each phase.

F. Mapping Department Conditions:

1. Approved Subdivision Name. No changes to an approved subdivision name shall occur unless a request is initiated through the filing of an application for a "Subdivision Name Change Request", and subsequently reviewed and approved the Mapping and Planning and Zoning Department, at an administrative staff level. In making application, the application shall file a completed application with the Planning and Zoning Department on forms prescribed by the department accompanied by such data and information necessary to assure the fullest presentation of facts, as determined by the Planning Director.

    a. Subdivision Name Change Requests; Prior to Final Plat Submission: If approved, an amended preliminary plat will need to be submitted to the Planning and Zoning Department with the reflected subdivision name change prior to the approval of construction drawings. All construction drawings and final subdivision plats shall reflect the new approved subdivision name.

    b. Name Change Requests; Prior to Final Plat Recording: If approved, an amended final plat drawings and mylars will need to be submitted to the Planning and Zoning Department with the reflected subdivision name change prior to signature of the final plat.

    c. Name Change Requests; After Final Plat Recording: If approved, an amended final plat drawing indicating the new subdivision name OR an Affidavit of Correction indicating that the plat is otherwise known as "insert the new approved subdivision name", shall be recorded at the county recorder's office.

Once the plat or affidavit is recorded, a copy of the recorded plat or affidavit shall be provided to the Planning and Zoning Department.

2. Approved Street Names, Street Layout, Lot and Block Numbering, and Subdivision Phasing Plan. No changes to the original approved street names, street layout and configuration, lot and block numbering, or subdivision phasing plan shall occur without prior approval from the City of Caldwell Mapping Division. Any substantial changes from what was originally approved may require additional public hearings.

G. Landscaping Specific Requirements:

1. Compliance: The applicant shall comply with all landscaping requirements based on Caldwell City Code.
2. Landscape Plan: The Landscape Plan **(Exhibit 1)** represents the approved landscape plan. Any changes to the landscape plan must be submitted to the City for review and approval prior to installation.
3. If the City determines that any such changes require additional public comment due to potential impacts on surrounding property or the community, or that such change is a substantial enough change from the landscape plan presented to the public, a public hearing shall be held on the proposed changes and notice shall be provided as required by the City.
4. Landscape Maintenance: All landscaping and screening devices shall be maintained in an attractive, live, safe and healthy manner, and to meet the specific requirements in the Caldwell City Code.
5. Subdivisions: The homeowner's association is responsible for maintaining all common area landscaping and screening devices within a subdivision, development, and/or the subject property.
6. Street Landscape Buffers: The street landscape buffers shall contain a mixture of sod, trees (deciduous and evergreen), shrubs, lawn, vegetative and non-vegetative ground cover so that the entire buffer area is covered. Plantings shall meet or exceed the minimum plant sizes as follows:

Planting Type	**Minimum Size at Time Planting**
Evergreen trees	6-foot height minimum
Ornamental trees	2-inch caliper minimum
Shade trees	2-inch caliper minimum
Shrubs & Perennials	10" height and/or spread minimum, depending on plant species

H. Subdivision Specific Requirements:

1. Cluster Mailboxes: The development shall utilize cluster mailboxes for delivery of mail. Individual mailboxes shall not be allowed. A cluster mailbox placement plan shall be submitted to the Planning and Zoning department showing coordination with the United States Postal Services prior to submitting the construction drawings.
2. Subdivision Construction Signage: At the time of development a "rules and regulations" sign shall be posted and maintained at the entryways to the project until it is fully developed and build out is complete. The signs would be intended for subcontractors performing work and should include: a) no dogs; b) no loud music; c) no alcohol or drugs; d) no abusive language; e) disposal of personal trash and site debris; f) daily cleanup of any mud and/or dirt that is deposited from the construction parcel onto streets; g) installation of a temporary construction fence that would keep debris from being blown off site by the wind; h) no burning of

construction or other debris on the property.

3. Plat Expirations:

   Final plats must be recorded for a single-phase development or for the first phase of a multi-phase development within twenty-four (24) months of the date of signature on the approving order of decision for the final plat.

4. Phased Subdivisions: The subdivider may file and obtain acceptance of successive final plats for continuous segments of the approved preliminary plat without reapplication for preliminary plat approval, provided that final plats are recorded in successive intervals of not more than two (2) years each, as measured from the date of recordation of the prior phase final plat.

I. Planned Unit Development Specific Requirements:

1. PUD Ownership: A planned unit development shall be under single ownership/control during the planning and developmental stage to ensure that the development can be accomplished in a unified manner.
2. PUD Amenities: 50% of the amenities shall be completed with the first 80% of building permits issued for the entire development. All amenities shall be completed prior to the final landscape inspection for street buffers and open space.
3. PUD Expiration: The completion of the first phase of a planned unit development shall take place within three (3) years of the signature date on the order of decision approving the planned unit development or said approval shall become null and void. For each phase after the first phase there shall be an allowed one year time frame per phase for completion. Should any phase not be completed within its one year time frame, approval on the uncompleted portion of the planned unit development shall become null and void. Exceptions to the time frames may be granted at the time of original approval of the planned unit development, provided said exceptions are requested in the initial application.

IV. ORDER OF DECISION

The Council, based upon the testimony and evidence in record in this matter and upon findings of fact and conclusions of law set forth herein DOES HEREBY DETERMINE AND DECIDE AS FOLLOWS: the request for a final plat approval for Enclave Subdivision No. 2, a residential subdivision with 39 single-family residential building lots and 7 common lots in an R-2 (Community Residential) zone on approximately 6.57 acres on Parcel R3279500000, located in the NW ¼ of the NE ¼ of Section 13, T3N, R3W, is **APPROVED SUBJECT TO THE CONDITIONS OF APPROVAL LISTED HEREIN.**

These Findings of Fact, Conclusions of Law and Decision are for Enclave Subdivision No. 2 approved and adopted by the Caldwell City Council on this date, Click or tap here to enter text.

_____ _____

Eric Phillips, Mayor Date of Decision

ATTEST:

_____

Kristina Buchan, City Clerk
City of Caldwell

EXHIBIT 1

Application Documents

- Checklist
- Application
- Narrative
- Vicinity Map
- Final Plat
- Approved Preliminary Plat
- Landscape Plan
- Open Space Exhibit

City of Caldwell
Planning & Zoning Department
621 Cleveland Blvd., Caldwell, ID 83605 | PZ@cityofcaldwell.org | 208-455-3021

FINAL PLAT CHECKLIST

Upon receipt of this application, staff will review the project to confirm that all pre-requisite application type(s) have been submitted, reviewed, and approved. The following items must be submitted for the application to be considered complete.

- *Final plat applications may be submitted concurrently with the submission of civil construction drawings.*
- *Final plat applications are submitted to the Planning and Zoning Department.*
- *Civil construction drawings are submitted to the Engineering Department.*

1. FORMAT AND GENERAL INFORMATION REQUIRED

Applicant	Description	Staff
☑	Caldwell Master Development Application	☐
☑	If the signatory on this application is not the owner of the property, an original notarized statement (affidavit of legal interest) from the owner stating the applicant is authorized to submit this application is required.	☐
☑	Associated Fee(s): as listed on the Development Review Fee Schedule	☐
☑	A completed copy of this checklist (check each box)	☐
☑	Provide a copy of a current title report, or warranty deed for the subject property	☐
☑	Provide a project narrative addressing any conditions of approval or changes from the approved preliminary plat.	☐
☑	One (1) full size copy of the approved preliminary plat (pdf format).	☐
☐ incl. ☑ n/a	One (1) full size copy of an amended preliminary plat in pdf format (if changes from the approved preliminary plat are being proposed)	☐
☑	One (1) full size copy of the final plat (pdf format)	☐
☑	One (1) georeferenced ArcMap-compatible file, such as a zipped shapefile, of the final plat shall be submitted with construction drawings to the engineering department.	☐
☑	The final plat drawing(s) shall be submitted in digital form using .dwg drawing file format and shall be spatially referenced to the Idaho state plane coordinate system - west zone, North American datum (NAD) 83.	☐
☑	One (1) copy of the final plat shall be a reproducible Mylar copy, suitable for blue line reproduction, and shall be submitted to the engineering department.	☐

☑	Provide a copy of the Order of Decision for the preliminary plat	☐
☑ incl. ☐ n/a	Provide a copy of the Development Agreement (if applicable)	☐
☑	General formatting: The final plat shall be drawn to an accurate scale having not more than one hundred feet to an inch (100' = 1") and shall be in a high-resolution format that is clear and legible. All final plats to be offered for recording shall be in accordance with Idaho Code title 50, chapter 13, and city code.	☐
☑	All final plat sheets shall be 24" x 36" with an appropriate, readable scale.	☐
☑	Orient plat so that north is to the top or left-hand side of sheet.	☐
☑	Provide north arrow, graphic scale, and written scale.	☐
☑	Provide a vicinity map in the same orientation of plat showing subject property.	☐

2. FINAL PLAT REQUIRED CONTENT

Applicant	Description	Staff
☑	Designate a title block in the lower, right-hand corner of the plat document. The title block shall contain the name of the subdivision and its location by number, section, township, range and county, date of preparation, and plat type.	☐
☑	Surveyor Information: Plat shall contain the name, address and official seal of the professional land surveyor preparing and stamping the plat.	☐
☑	Include the number of lots for each residential, commercial, and/or industrial type land use; the number of common open space lots; acreage; and the number of dwelling units for each type.	☐
☑	Plat shall include a statement in accordance with Idaho Code section 50-1334 as to the water system being utilized.	☐
☑	For multiple page plats, indicate the sheet number for each page of the plat as: Sheet [#] of [Total #].	☐
☑	Boundaries of the tract to be subdivided fully balanced and closed, showing all bearings and distances, determined by an accurate survey in the field. All dimensions shall be expressed in feet and decimals thereof.	☐
☑	Any excepted parcel(s) within the plat boundaries shall show all bearings and distances, determined by an accurate survey in the field. All dimensions shall be expressed in feet and decimals thereof.	☐
☑	Location and description of cardinal points to which all dimensions, angles, bearings, and similar data on the plat shall be referenced.	☐
☑	Reference by dimension and bearing to a combination of two (2) section corners, quarter section corners, or recorded monuments.	☐
☑	Provide a legend for all abbreviations, graphic symbols, and line types used.	☐

Applicant	Description	Staff
☑	Name, right of way lines, courses; lengths and widths of all public streets, pathways, and utility easements; all linear curves for street centerlines and property lines shall include the following information: (A) Radii. (B) Central angle. (C) Arc length. (D) Points of tangency. (E) Long chord, length and bearing.	☐
☑	All proposed easements for access provided for public services, utilities, or public pathways, and any limitations of the easements, as well as dimensions, bearings, widths, and use indicated. Any existing recorded easements on the subject property shall also be shown with use, width, dimensions, bearings and applicable instrument numbers.	☐
☑	All lots shall be numbered by consecutive numbers throughout the plat. "Exceptions" or areas not designated as a lot shall be so designated, lettered or named and clearly dimensioned. Both square footage and acreage of every lot within the subdivision shall be noted.	☐
☑	Location, dimensions, bearings, radii, arcs and central angles of all sites to be dedicated to the public shall be clearly indicated and the intended use specified.	☐
☑	Certification and signature by the professional land surveyor preparing said plat certifying to the accuracy of the survey and plat and that the monuments described in it have been located as described.	☐
☑	Certification, acknowledgment, and signature by the owner including dedication of all streets, rights of way and any sites for public use, and granting of any existing or proposed easements, including acknowledgment of such.	☐
☑	Certification and signature of the county surveyor verifying that the accuracy of the plat complies with the requirements of Idaho Code.	☐
☑	Signature block for city engineer verifying that final plat complies with Idaho Code, title 50 and with city code.	☐
☑	Signature block for city clerk verifying council approval of said final plat.	☐
☑	Certification and signature of the health department verifying approval of sewer and water facilities as required by Idaho Code, title 50, chapter 13.	☐
☑	Certification of county treasurer as required by Idaho Code, title 50, chapter 13.	☐

3. SITE DATA

Applicant	Description	Staff
☑	Complete the data table below.	☐

Total Acreage of Site:	6.57 acres	Total Acreage of Any Out-Parcels:	
Residential / Multi-Family Information:			
Total # of Lots:	46	Total # of Dwelling Units:	
# of Residential Lots	39 lots	# of Single-Family (detached or townhomes):	39
# of Common Lots	7 common lots	# of Duplex Dwelling Units:	
Total Acreage of Common Lots:	1.07 acres	# of Triplex Dwelling Units:	
Minimum Lot Size:	4,190 s.f.	# of 4-, 5-, or Six Family Dwelling Units:	
Maximum Lot Size:	4,410 s.f	# of Multi-Family Dwelling Units:	
Average Lot Size:	4,200 s.f	Dwelling Units per Gross Acre:	5.99
Minimum Street Frontage:	40'	Minimum Lot Width:	40'
Commercial / Industrial Information:			
# of Commercial Lots:		Total Gross Square Feet of Commercial Buildings:	
# of Industrial Lots:		Total Gross Square Feet of Industrial Buildings:	

APPLICANT ACKNOWLEDGMENT

By signing below, I acknowledge:

☑ All items on the checklist are included in the submittal package.

☑ All documents are single sided and high-resolution.

☑ All submittal information included within the checklist and the application are, to the best of my knowledge, complete and accurate.

☑ I am aware that my civil construction drawings WILL NOT be approved until all outstanding items have been addressed and the final plat has been heard by City Council.

Sabrina Durtschi

Printed Name

6-20-26

Date

Sabrina Durtschi

Signature

The applicant is the:

☐ Property Owner

☑ Property Owner's Agent/Representative

COMMUNITY DEVELOPMENT DEPARTMENT
Planning & Zoning Division
Caldwell City Hall: 205 S 6th Avenue | Mail: PO Box 1179 Caldwell, ID 83606 |Phone: 208-455-3024
https://www.cityofcaldwell.org/Departments/Community-Development/Building-Safety-Division
Robin Collins, PCED, CBO | Community Development Director & Building Official

Master Land Use Application

This Master Land Use Application and specific land use checklists must be completed, with all required supplemental documents provided, prescreening passed, and fees paid for an application to be considered complete and accepted.

Hearing dates and codes utilized for review are based on the date is "complete and accepted".

Failure to submit all requested items (in legible form) may delay the processing of your application.

APPLICATION LEGEND:

* = Public hearing(s) required
** = May require public hearing
*** = City Council consent agenda
All others are considered Administrative Staff Level Reviews

I. Application Requests (check all that apply)

- ☐ Admin Director Determination
- ☐ Administrative Development Review[2]
- ☐ Alternative Method of Compliance
- ☐ Annexation w/Zoning*
- ☐ Business License (Permit)
- ☐ Certificate of Appropriateness*
- ☐ Comprehensive Plan (Map) Amendment*
- ☐ Comprehensive Plan (Text) Amendment*
- ☐ Deannexation*
- ☐ Design Review**
- ☐ Development Agreement (New)*
- ☐ Development Agreement (Modification)**
- ☐ Development Agreement (Termination)*
- ☐ Home Occupation Permit (New)
- ☐ Home Occupation Permit (Renewal)
- ☐ Lot Line / Boundary Line Adjustment
- ☐ Lot Split (Administrative)
- ☐ Lot Split (Simple)
- ☐ Manufactured Home Community*
- ☐ Mobile Food Unit (Individual)
- ☐ Mobile Food Unit Park / Court
- ☐ Modification to Conditions of Approval**
- ☐ Outdoor Dining Permit
- ☐ Parcel Consolidation
- ☐ Performance Bonding
- ☐ Planned Unit Development (New)*
- ☐ Planned Unit Development (Modification)**
- ☐ Public Art / Mural
- ☐ Rezone* (Zoning Map Amendment)
- ☐ Signs[1]
- ☐ Special Use Permit (New)*
- ☐ Special Use Permit (Modification)**
- ☐ Subdivision (Prelim) Plat*
- ☑ Subdivision (Final) Plat***
- ☐ Subdivision (Short) Plat*
- ☐ Subdivision Plat Modification**
- ☐ Subdivision Plat (Time Extension)
- ☐ Subdivision Plat (Renewal)
- ☐ Temporary Use Permit
- ☐ Traffic Impact Study Review
- ☐ Vacation (Easement)*
- ☐ Vacation (Plat Note) *
- ☐ Vacation (ROW) *
- ☐ Variance*
- ☐ Zoning Ordinance Text Amendment*

Footnotes:

[1]Freestanding, post/pole, or monument signs less than 6' in height. All other signs must be submitted through the building department.

[2] Used when not associated with other land use applications, when revisions to an approved (non-subdivision development) is being proposed, or when the land use schedules indicate the requirement for Administrative Development Review.

II. General Project / Site Information

Project or Development Name: *(for business licensing, use business name)*	Enclave Subdivision No. 2
Site Address(s): *Upload separate attached sheet if more than six (6) site addresses*	12269 Karcher Road
Suite #s:	
Parcel #s:	R3279500000
Total Acres:	6.57
Prior Use of Property:	Open Field
Proposed Use of Property:	Commercial and Single Family Residential

Current Zoning of Subject Parcel(s): *(check all that apply)*

☐ RS-1	☐ C-1	☐ M-1	☐ D-CC	☐ A-D	☐ Property in County
☑ RS-2	☐ C-2	☐ M-2	☐ C-CB	☐ C-D	
☐ -1	☐ C-3	☐ I-P	☐ T-N	☐ H-D	List County Designation:
☐ R-2	☐ C-4			☐ P-D	
☐ R-3	☐ H-C				

Proposed Zoning of Subject Parcel(s): *(check all that apply)*	☑ No Change ☐ RS-1 ☐ RS-2 ☐ R-1 ☐ R-2 ☐ R-3	☐ C-1 ☐ C-2 ☐ C-3 ☐ C-4 ☐ H-C	☐ M-1 ☐ M-2 ☐ I-P		☐ D-CC ☐ C-CB ☐ T-N	☐ A-D ☐ C-D ☐ H-D ☐ P-D

Select the Overlay District for the Subject Parcel(s): *(check all that apply)*	☑ Not in Overlay Zone ☐ APO-1 ☐ APO-2	☐ ED-1	☐ FP-1	☐ HD-1 ☐ HD-2 ☐ HD-3	☐ SO-1 ☐ SO-2 ☐ SO-3	☐ UD-1 ☐ UD-2 ☐ UD-3

City of Caldwell Comprehensive Plan Designation of Subject Parcel(s): *(check all that apply)*	☐ Neighborhood 1 ☐ Neighborhood 2 ☐ Neighborhood 3 ☐ Urban Neighborhood	☐ Downtown ☑ Mixed Use Center ☐ Community Center ☐ Special Purpose

Is/Are Subject Parcel(s) located within an "Area Hub" as indicated within the City of Caldwell Comprehensive Plan?

☐ Yes ☑ No

III. Applicant Information

Note: If applicant is an LLC, proof of authorized signer will be required from the Secretary of State.

Name:	Thomas Coleman
Company Name: *(if applicable)*	TVD Enclave LLC
Mailing Address:	1414 W Bannock Ave Boise, ID 83702

Phone:	208-340-8305	**Email:**	treasurevalleydevelopment@gmail.com

Email Address:	
Applicants Relationship to Property Owner:	☑ Property Owner ☐ Authorized Agent/Representative ☐ Purchaser ☐ Petitioner *(vacation requests only)*

IV. Property Owners' Information *(if different from applicant)*

Name:	
Mailing Address:	
Phone:	**Email:**

V. Contractor / Developer Information *(fill out, if applicable)*

Name:	
Company Name: *(if applicable)*	
Mailing Address:	
Phone:	**Email:**

VI. Architect Information *(fill out, if applicable)*

Name:	
Company Name: *(if applicable)*	
Mailing Address:	
Phone:	**Email:**

VII. Civil Engineer / Surveyor Information *(fill out, if applicable)*

Name:	Jeremy Foster
Company Name: *(if applicable)*	CK Engineering
Mailing Address:	1300 E State Street Eagle, ID 83616

Phone:	208-639-1992	**Email:**	jeremy@ck-engineers.com

VIII. Landscape Architect Information *(fill out, if applicable)*

Name:	Emily Voges
Company Name: *(if applicable)*	Plantas Architecture
Mailing Address:	1889 W Grand Teton Drive Meridian, ID 83646

Phone:	818-983-5347	**Email:**	emily@plantasarch.com

IX. Applicant Acknowledgement

☑ By signing this application, I authorize employees/agents of the City to enter onto the property that is the subject of this application during regular business hours. The sole purpose of entry is to make an examination of the property that is necessary to process this application; and

☑ I certify that I am the owner of this property, the owner's authorized agent/representative, or the petitioner (if for a vacation). If acting as an authorized agent or representative, I further certify that I have full power and authority to file this application and to perform, on behalf of the owner, all acts required to enable the jurisdiction to process and review such an application. I will comply with all provisions of the law and ordinance governing this type of application; and

☑ I certify that failure to submit all required documents in compliance with the checklist could result in delayed acceptance, processing, and hearing date timelines; and

☑ I certify that the information furnished by me as part of this application is true and correct to the best of my knowledge.

I certify that I am the:

☐ Property Owner ☑ Authorized Agent / Representative ☐ Petitioner (Vacations Only)

Sabrina Durtschi _____ 6-20-26 _____

Applicant / Applicant's Representative Printed Name Date

_____

Applicant / Applicant's Representative Signature

June 20, 2026

City of Caldwell
Planning and Zoning
205 S 6th Ave
Caldwell Idaho, 83605

RE: Enclave No. 2 Subdivision – Final Plat Application

Dear Planning Staff,

On behalf of TVD Enclave LLC, please accept this application for a final plat application for phase 2 for Enclave Subdivision. This final plat consists of a total 39 lots residential lots and 7 commons lots zoned R-2 zone.

The site is in conformance with the approved preliminary plat SPP25-06, and will meet all the conditions of approval prior to the recording of the final plat.

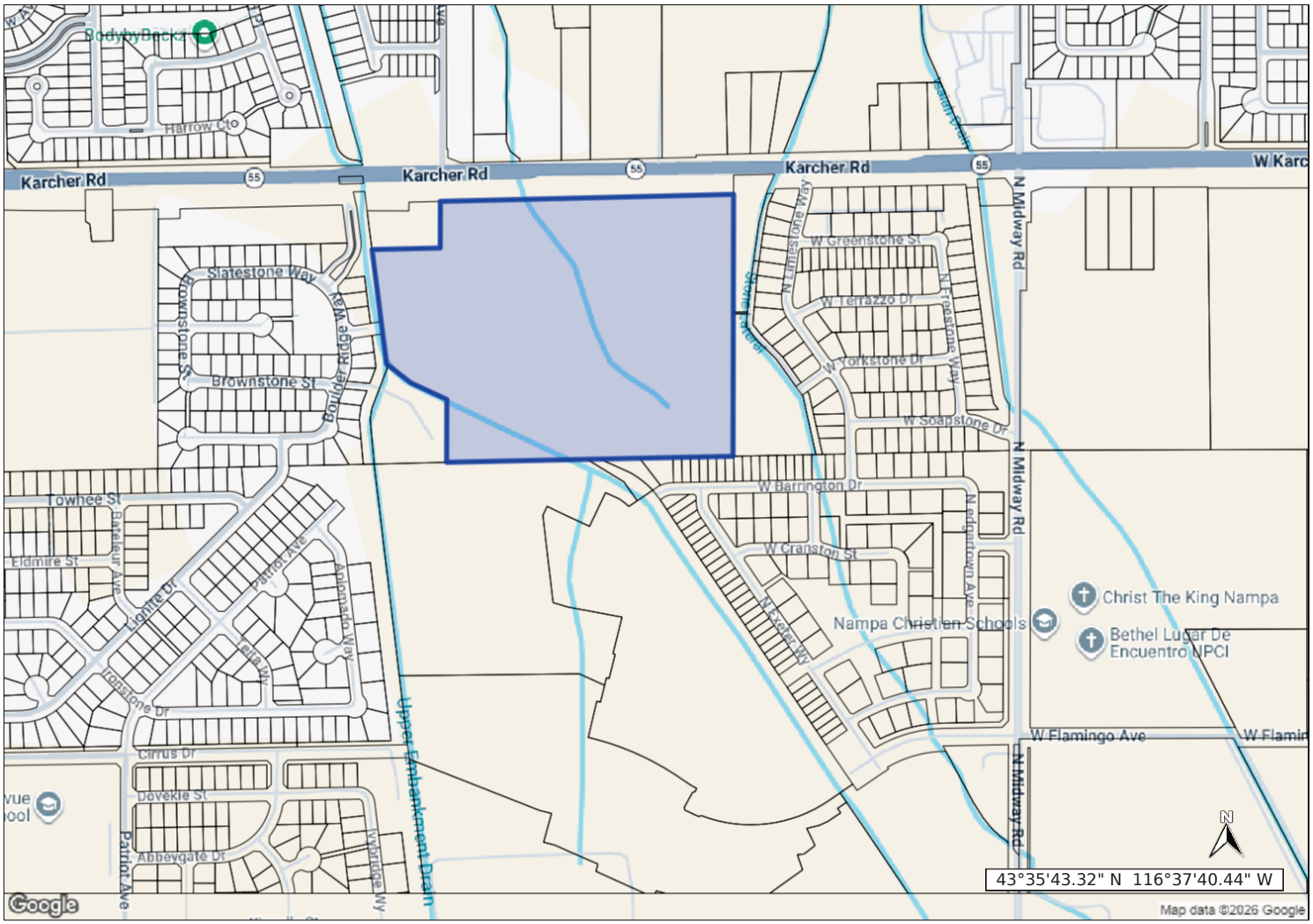
We look forward with working with staff and if you have any questions, please reach out to me at 208-250-6161 or at sdlandconsulting@outlook.com.

Thanks for your assistance with our application,

Sabrina Durtschi

Sabrina Durtschi

Enclave No. 2
Vicinity Map



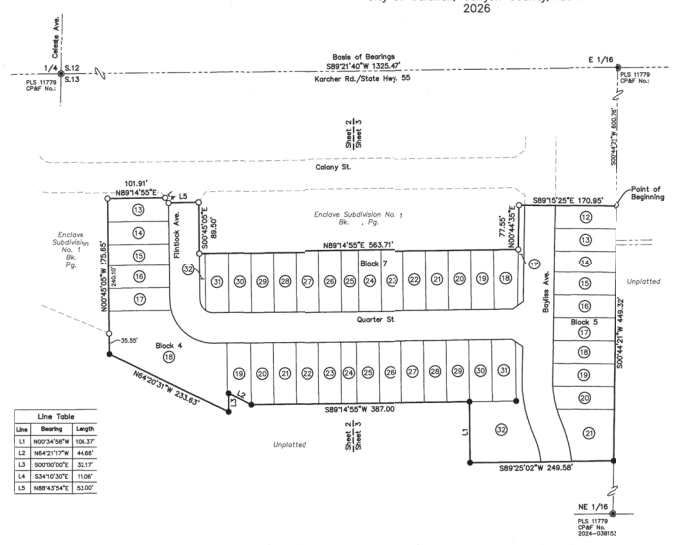
Jun 20, 2026 - landproDATA.com
Scale: 1 inch approx 600 feet

The materials available at this website are for informational purposes only and do not constitute a legal document.

Plat Showing

Enclave Subdivision No. 2

Located in the Northwest 1/4 of the Northeast 1/4 of Section 13,
Township 3 North, Range 3 West, Boise Meridian,
City of Caldwell, Canyon County, Idaho.
2026



Line Table		
Line	Bearing	Length
L1	N00°34'58"W	104.37'
L2	N64°21'17"W	44.68'
L3	S00°00'00"E	31.17'
L4	S34°10'30"E	11.06'
L5	N88°43'54"E	53.00'

Notes:

1. Unless otherwise shown and dimensioned, A ten (10) foot wide permanent public utilities, property drainage and pressure irrigation easement is hereby dedicated along all lot lines common to a public Right-Of-Way.
2. This development recognizes Idaho Code Section 22-4503, Right to Farm Act, which states: "No agricultural operation, agricultural facility or expansion thereof shall be or become a nuisance, private or public, by any changed conditions in or about the surrounding nonagricultural activities after it has been in operation for more than one (1) year, when the operation, facility or expansion was not a nuisance at the time it began or was constructed. the provisions of this section shall not apply when a nuisance results from the improper or negligent operation of an agricultural operation, agricultural facility or expansion thereof."
3. Any resubdivision of this Plat shall comply with the applicable zoning regulations in effect at the time of resubdivision.
4. Building setbacks and dimensional standards in this subdivision shall be in compliance with the applicable zoning regulations of the City of Caldwell in effect at the time of building permit submittal.
5. All lot, parcel, and tract sizes shall meet dimensional standards established in the applicable zoning ordinance or as specifically approved.
6. Lots 18, 24, & 32, Block 4, Lot 21, Block 5, and Lots 17, 25, & 32, Block 7 are to be common area lots owned and maintained by The Enclave Homeowners Association or its assigns, and are reserved for use as stated within the restrictive covenants for the subdivision. A blanket easement for public utilities, property drainage and pressure irrigation easement is hereby designated co-located with Lot 32, Block 4, and Lots 17 & 32, Block 7.
7. A blanket easement for public access and public pathways is hereby co-located with Lots 18, 24, 32, Block 4, Lot 21, Block 5, and Lot 25, Block 7 to be maintained by the Enclave Homeowners' Association.
8. A blanket easement for the purpose of storm water retention facilities is hereby designated co-located with Lot 32, Block 4.
9. The lands included in this plat are located in the Caldwell Municipal Irrigation District service area (Phone Number: 208-455-3002). Irrigation water will be provided to all lots by a pressure irrigation delivery system, which has been approved pursuant to Idaho Code Section 31-3805(4). The purchaser of the lot shall remain subject to all assessments levied from Pioneer Irrigation District. All unpaid irrigation entity assessments are a lien on the land.
10. The availability of building permits for this development may be limited pursuant to Caldwell City Code 11-04-07(1) which limits the number of building permits that may be issued prior to final completion of the development. Applicant shall disclose to lot purchasers whether the issuance of building permits is in fact restricted by Caldwell City Code 11-04-07(1)(i) and lot purchasers are encouraged to contact the Caldwell City Building Department prior to closing.
11. All lots within this subdivision are subject to the Declaration of Covenants, Conditions and Restrictions for the Enclave Subdivision recorded as Instrument No. 2026- , and as amended and supplemented from time to time.

Reference Documents:

Deed Inst. No.s: 200541576, 2022-041196, 2024-028150, 2024-028949, 2024-030868, 2024-038917, & 2025-032736.
ROS Inst. No.s: 9940342OB, 1996032997, 1999022708, 2000002000, 2004051473, 2015319103, 2018013646, 2019028859, 2017-049224, 2019-022577, 2022-048101, 2024-037735, & 2024-037775.
Canyon View Estates Subdivision, Bk 39, Pg 23.

Surveyor's Narrative:

The purpose of his survey is to subdivide the property as described in the Warranty Deed Instrument No. 2025-032736 and is shown hereon. The property is a portion of unplatted lands. The existing street monumentation are in substantial agreement with the record information. The basis of bearings for the boundaries of this subdivision, northeast corner of Section 13 and the north quarter of Section 13 were held as the Basis of Bearing.

Legend

- Found Brass Cap, PLS 14221
- Found Aluminum Cap, as Noted
- Found 5/8" Iron Pin With Plastic Cap "ISG PLS 11779"
- Set 5/8" x 24" Iron Pin with Plastic Cap, "ISG PLS 11779"
- (1) Lot Number
- Subdivision Boundary Line
- Section Line
- Lot Line
- Right-of-Way Line
- Adjacent Subdivision Boundary/ Right-of-Way/ Parcel Line
- Matchline
- Tie Line

PROFESSIONAL LAND SURVEYOR LICENSE No. 11779 STATE OF IDAHO BRIAN W. MCMAHON

Book Page

Job No. 26-028
Sheet 1 of 5

IDAHO SURVEY GROUP, LLC
9939 W. EMERALD ST.
BOISE, IDAHO 83704
(208) 846-8570
WWW.IDAHOSURVEY.COM

City of Caldwell
APPROVED FOR CONSTRUCTION

BEFORE DIGGING, CALL DIGLINE AT 1-800-342-1585

REVISIONS:

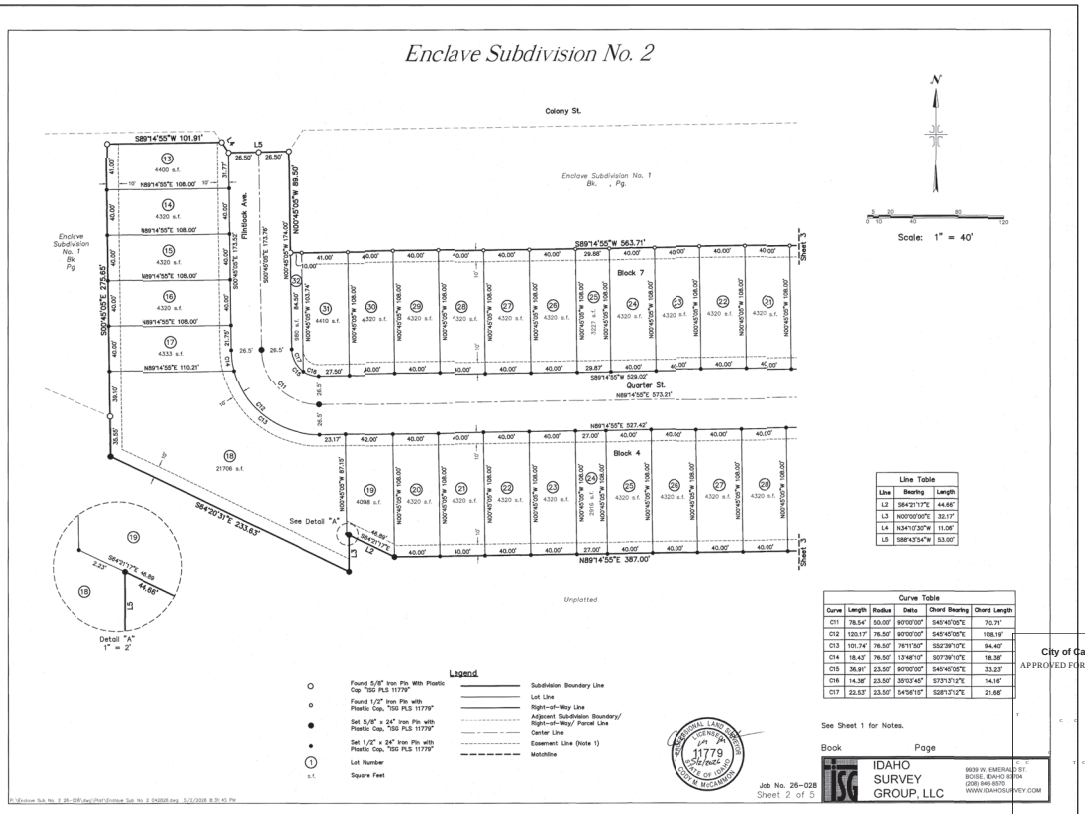
ENCLAVE SUBDIVISION #2
CALDWELL, CANYON COUNTY, ID

FINAL PLAT
SHEET (1 OF 5)

CK ENGINEERING
6705 W. OVNE ST.
BOISE, ID 83709
PHONE: 208-639-1992

DRAWN BY: MB
CHECKED BY: JM
DATE: 06/26
FILE: 25_ENCLAVE_PLAT_FILE
DIR: J:\ENGR_CURRENT\ENCLAVE - CALDWELL\ENGR\PLAT

–SHEET–
C2.0



Line Table		
Line	Bearing	Length
L2	S64°21'17"E	44.86'
L3	N00°00'00"E	30.17'
L4	N34°10'30"W	11.06'
L5	S88°43'54"W	53.00'

Curve Table					
Curve	Length	Radius	Delta	Chord Bearing	Chord Length
C11	78.54'	50.00'	90°00'00"	S45°45'05"E	70.71'
C12	120.17'	76.50'	90°00'00"	S45°45'05"E	108.19'
C13	101.74'	76.50'	76°11'50"	S52°39'10"E	94.40'
C14	18.43'	76.50'	13°48'10"	S07°39'10"E	18.39'
C15	36.91'	23.50'	90°00'00"	S45°45'05"E	33.23'
C16	14.36'	23.50'	35°03'45"	S73°13'12"E	14.16'
C17	22.53'	23.50'	54°56'15"	S28°13'12"E	21.68'

See Sheet 1 for Notes.

Book Page

Job No. 26-028
Sheet 2 of 5

IDAHO SURVEY GROUP, LLC
9939 W. EMERALD ST.
BOISE, IDAHO 83704
(208) 846-8570
WWW.IDAHOSURVEY.COM

City of Caldwell
APPROVED FOR CONSTRUCTION

BEFORE DIGGING, CALL DIGLINE AT 1-800-342-1585

REVISIONS:

ENCLAVE SUBDIVISION #2
CALDWELL, CANYON COUNTY, ID

FINAL PLAT
SHEET (2 OF 5)

CK ENGINEERING
6705 W. OVNE ST.
BOISE, ID 83713
PHONE 208-639-1992

DRAWN BY: MB
CHECKED BY: RM/CK
DATE: 05/31/26
FILE: 26_ENCLAVE_#2\0_PLAT\ENC
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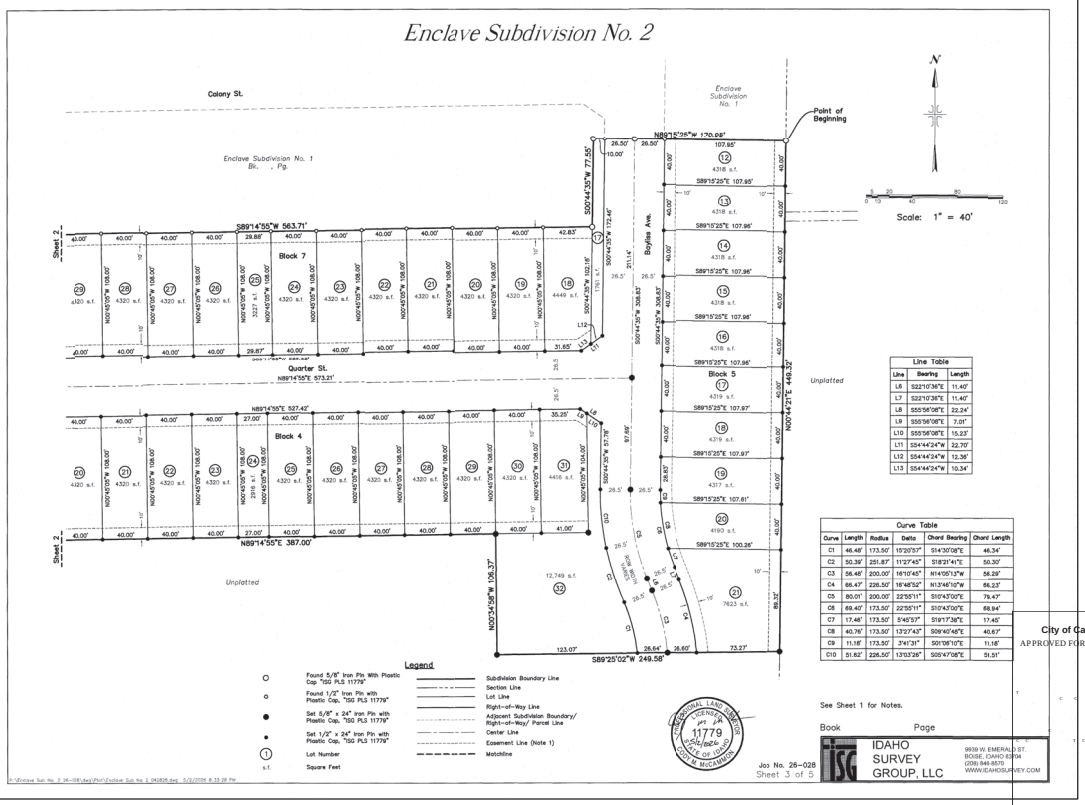
C2.1



Line Table		
Line	Bearing	Length
L6	S22°10'36"E	11.40'
L7	S22°10'36"E	11.40'
L8	S55°56'08"E	22.24'
L9	S55°56'08"E	7.01'
L10	S55°56'08"E	15.23'
L11	S54°44'24"W	22.70'
L12	S54°44'24"W	12.36'
L13	S54°44'24"W	10.34'

Curve Table					
Curve	Length	Radius	Delta	Chord Bearing	Chord Length
C1	46.48'	173.50'	15°20'57"	S14°30'08"E	46.34'
C2	50.39'	251.87'	11°27'45"	S18°21'41"E	50.30'
C3	56.48'	200.00'	16°10'45"	N14°05'13"W	56.29'
C4	66.47'	226.50'	16°48'52"	N13°46'10"W	66.23'
C5	80.01'	200.00'	22°55'11"	S10°43'00"E	79.47'
C6	69.40'	173.50'	22°55'11"	S10°43'00"E	68.94'
C7	17.46'	173.50'	5°46'07"	S19°13'38"E	17.46'
C8	40.76'	173.50'	13°27'43"	S09°40'48"E	40.67'
C9	11.18'	173.50'	3°41'31"	S01°08'10"E	11.18'
C10	51.62'	226.50'	13°03'26"	S05°47'08"E	51.51'

City of Caldwell
APPROVED FOR CONSTRUCTION

BEFORE DIGGING, CALL DIGLINE AT 1-800-342-1585

REVISIONS:

ENCLAVE SUBDIVISION #2
CALDWELL, CANYON COUNTY, ID

FINAL PLAT
SHEET (3 OF 5)

CK ENGINEERING
6705 N. CHIVE ST.
BOISE, IDAHO 83713
PHONE: 208-639-1992

DRAWN BY: MR
CHECKED BY: JM
DATE: 05/01/26
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-SHEET-
C2.2

Enclave Subdivision No. 2

Certificate Of Owners

Know all men by these presents: that TVD Enclave, LLC, an Idaho Limited Liability Company is the Owner of the Property described as follows:

A parcel of land located in the Northwest 1/4 of the Northeast 1/4 of Section 13, Township 3 North, Range 3 West Boise Meridian, City of Caldwell, Canyon County, Idaho, more particularly described as follows:

Commencing at the East 1/16 corner common to Sections 12 and 13, T.3N., R.3W., B.M., from which the 1/4 corner common to said Sections 12 and 13 bears, South 89°21'40" West, 1325.47 feet; thence on the east boundary line of the Northwest 1/4 of the Northeast 1/4, South 00°44'21" West, 600.76 feet to the POINT OF BEGINNING;

thence continuing South 00°44'21" West, 449.32 feet;
thence leaving said east boundary line, South 89°25'02" West, 249.58 feet;
thence North 00°34'58" West, 106.37 feet;
thence South 89°14'55" West, 387.00 feet;
thence North 64°21'17" West, 44.66 feet;
thence South 00°01'00" East, 32.17 feet;
thence North 64°20'31" West, 233.63 feet;
thence North 00°45'05" West, 35.55 feet to the exterior boundary line of Enclave Subdivision No. 1 as filed in Book of Plats at Page , records of Canyon County, Idaho;
thence on said exterior boundary line the following eight (8) courses and distances:
North 00°45'05" West, 240.10 feet;
North 89°14'55" East, 101.91 feet;
South 34°10'30" East, 11.06 feet;
North 88°43'54" East, 53.00 feet;
South 00°45'05" East, 89.50 feet;
North 89°14'55" East, 563.71 feet;
North 00°44'35" East, 77.55 feet;
South 89°15'25" East, 170.95 feet to the POINT OF BEGINNING.

Containing 6.572 acres, more or less.

It is the intention of the undersigned to hereby include the above described property in this plat and to dedicate to the public, the public streets as shown on this plat. The easements indicated on said plat are not dedicated to the public. However, the right to use said easements is perpetually reserved for public utilities and for such other uses as designated hereon, no permanent structure other than for such utility purposes or such other uses are to be erected within the limits of said easements. All lots in this plat will be eligible to receive water service from an existing City of Caldwell main line and City of Caldwell has agreed in writing to serve all the lots in this Subdivision. TVD Enclave, LLC hereby certifies that surface water for irrigation is reasonably available, per Idaho Code 67-6537, and that I am in compliance with Idaho Code 31-3805.

TVD Enclave, LLC, an Idaho Limited Liability Company

Thomas M. Coleman Jr. Member

Acknowledgment

State of Idaho }
County of Ada } s.s.

This record was acknowledged before me on this _____ day of _____, 2026 by Thomas M. Coleman Jr., as Member of TVD Enclave, LLC, an Idaho Limited Liability Company.

In witness whereof, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Notary Public, State Of Idaho

My Commission Expires

Certificate of Surveyor

I, Cody M. McCammon, do hereby certify that I am a Professional Land Surveyor for Canyon County, licensed by the State of Idaho, and find that this plat of Enclave Subdivision No. 2, as described in the Certificate of Owners and as shown on the attached plat is correct and was surveyed in accordance with Idaho Code relating to plats, surveys, and condominiums.

PROFESSIONAL LAND SURVEYOR LICENSED 11779 STATE OF IDAHO CODY M. McCAMMON

Cody M. McCammon P.L.S. No. 11779

City of Caldwell
APPROVED FOR CONSTRUCTION

Book Page

Job No. 26-028
Sheet 4 of 5

IDAHO SURVEY GROUP, LLC
9639 W. EMERALD ST.
BOISE, IDAHO 83704
(208) 946-8570
WWW.IDAHOSURVEY.COM

P:\Enclave Sub No. 2 26-028\dwg\Plat\Enclave Sub No. 2 042826.dwg, 5/2/2026 8:49:09 PM

BEFORE DIGGING, CALL DIGLINE AT 1-800-342-1585

REVISIONS:

ENCLAVE SUBDIVISION #2
CALDWELL, CANYON COUNTY, ID

FINAL PLAT
SHEET (4 OF 5)

CK ENGINEERING
6705 N. CHIVE ST.
BOISE, ID 83713
PHONE: 208-639-1992

DRAWN BY: MB
CHECKED BY: JM
DATE: 05/01/26
FILE: 26_ENCLAVE_PLAT_FILE.DWG
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C2.3

Enclave Subdivision No. 2

Health Certificate

Sanitary restrictions as required by Idaho Code, Title 50, Chapter 13 have been satisfied based on a review by a Qualified Licensed Professional Engineer (QLPE) representing City of Caldwell Public Works, and the QLPE approval of the design plans and specifications and the conditions imposed on the developer for continued satisfaction of the sanitary restrictions. Buyer is cautioned that at the time of this approval, no drinking water extensions or sewer extensions were constructed. Building construction can be allowed with appropriate building permits if drinking water extensions or sewer extensions have since been constructed or if the developer is simultaneously constructing those facilities. If the developer fails to construct facilities, then sanitary restrictions may be reimposed in accordance with Section 50-1326, Idaho Code, by the issuance of a Certificate of Disapproval, and no construction of any building or shelter requiring drinking water or sewer/septic facilities shall be allowed.

District Health Department, REHS — Date

Approval of City Council

I, the undersigned, City Clerk, in and for the City of Caldwell, Canyon County, Idaho do hereby certify that at a regular meeting of the City Council held on the _____ day of _____, 20__, this plat was duly accepted and approved.

City Clerk, Caldwell, Idaho — Date

Approval of City Engineer

I, the undersigned, City Engineer, in and for the City of Caldwell, Canyon County, Idaho, hereby approve this plat.

City of Caldwell Engineer — PE — Date

Certificate Of County Surveyor

I, the undersigned, Professional Land Surveyor, in and for Canyon County, Idaho, do hereby certify that I have examined this plat and that it complies with the requirements of Idaho State Code, relating to plats and surveys.

Professional Land Surveyor,
Under IC 50-1305, for Canyon County
Canyon County Surveyor — Date

Certificate of County Treasurer

I, the undersigned, County Treasurer in and for the County of Canyon, State of Idaho, per the requirements of I.C.50-1308 do hereby certify that any and all current and/or delinquent county property taxes for the property included in this subdivision have been paid in full. This certification is valid for the next thirty (30) days only.

County Treasurer — Date

PROFESSIONAL LAND SURVEYOR 11779 STATE OF IDAHO CODY M. MCCAMMON

Book Page

Job No. 26-028
Sheet 5 of 5

IDAHO SURVEY GROUP, LLC
9939 W. EMERALD ST.
BOISE, IDAHO 83704
(208) 846-9570
WWW.IDAHOSURVEY.COM

City of Caldwell
APPROVED FOR CONSTRUCTION

BEFORE DIGGING, CALL DIGLINE AT 1-800-342-1585

REVISIONS:

ENCLAVE SUBDIVISION #2
CALDWELL, CANYON COUNTY, ID

FINAL PLAT
SHEET (5 OF 5)

CK ENGINEERING
6705 N. CHIVE ST.
BOISE, ID 83714
PHONE: 208-639-1992

DRAWN BY: MB
CHECKED BY: JW
DATE: 09/21/26
FILE: 26_ENCLAVE_#2\3_PLAT.DWG
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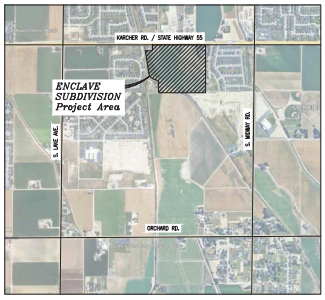
C2.4

BEFORE DIGGING, CALL DIGLINE AT 1-800-342-1585



- VICINITY MAP -
"NTS"

- LEGEND -

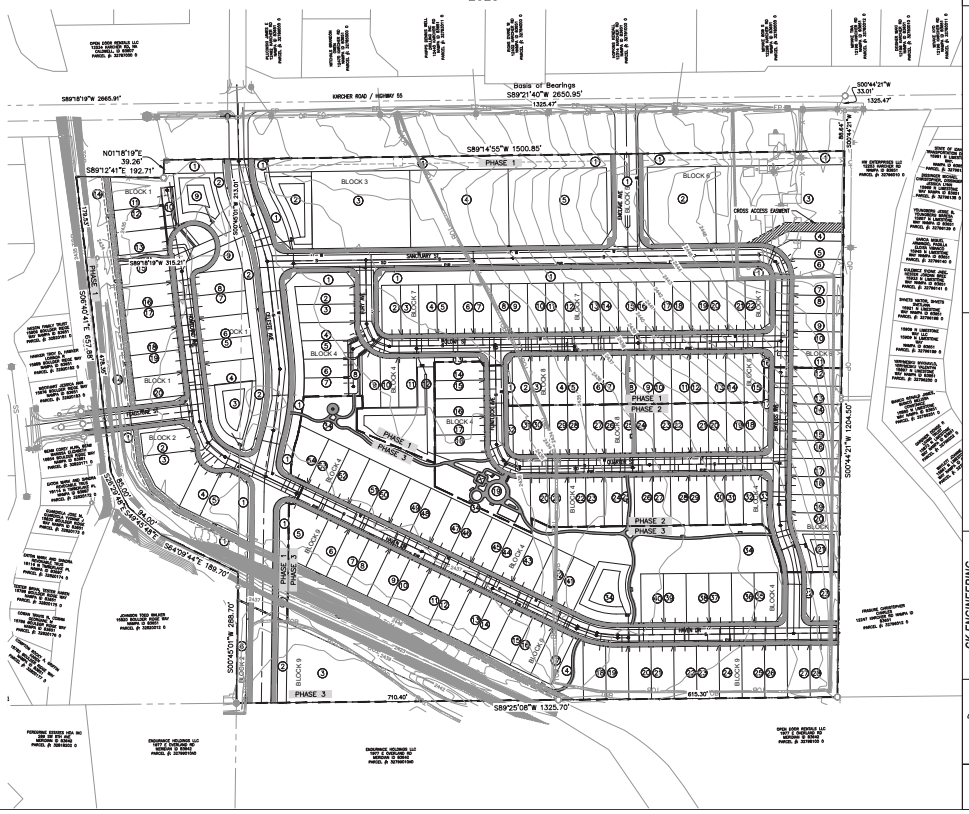
EXISTING PROPERTY BOUNDARY LINE	
EXISTING LOT LINE	SUBDIVISION BOUNDARY LINE
EXISTING SECTION LINE	LOT LINE
EXISTING RIGHT-OF-WAY LINE	SECTION LINE
EXISTINGEASEMENT LINE	RIGHT-OF-WAY LINE
EXISTINGFENCE	EASEMENT LINE
EXISTING SANITARY SEWER LINE W/ MANHOLE	FENCE
EXISTING GAS LINE	SANITARY SEWER LINE W/ MANHOLE
EXISTING OVERHEAD POWER LINE	WATER MAIN
EXISTING WATER MAIN	IRRIGATION LINE
EXISTING IRRIGATION LINE	EDGE OF PAVEMENT
EXISTING EDGE OF PAVEMENT	EDGE OF DIRT ROAD
EXISTING EDGE OF DIRT ROAD	BOTTOM OF DITCH
EXISTING BOTTOM OF DITCH	TOP OF BANK
EXISTING TOP OF BANK	NEW SIDEWALK
EXISTING SIDEWALK	

PRELIMINARY PLAT SHOWING

ENCLAVE SUBDIVISION

A PORTION OF LAND BEING LOCATED IN THE NWE1/4 OF THE NE1/4 OF SECTION 13, T.3N., R.3W., B.M., CALDWELL, CANYON COUNTY, IDAHO
2025

SCALE 1" = 100'



ENGINEER	DEVELOPER	SURVEYOR
CK–ENGINEERING CHAD KINNELLA 1300 E. STATE ST., SUITE 102 EAGLE, ID 83616 (208) 639–1992 CHAD@CK–ENGINEERS.COM	TREASURE VALLEY DEVELOPMENT, LLC THOMAS COLEMAN 1414 W BANNOCK STREET BOISE, IDAHO 83703 (208) 340–8305 TMCOLEMANJR@GMAIL.COM	IDAHO SURVEY GROUP CODY McCANNON 9955 W. EMERALD ST. BOISE, ID 83704 (208) 846–8570 COD*MB@IDAHOSURVEY.COM

- BENCHMARKS -
–NWD 1988–
CHISELED "X" AT THE BSW
NORTHING: 11362.878'
EASTING: 7276.263'
ELEVATION: 2448.98'

NOTES:

1. NO DIRECT LOT ACCESS SHALL BE ALLOWED OWS KARCHER ROAD.
2. ALL LOTS SHALL HAVE SEWER SERVICE PROVIDED BY THE CITY OF CALDWELL.
3. ALL LOTS SHALL HAVE DOMESTIC WATER PROVIDED BY THE CITY OF CALDWELL.
4. THE DEVELOPER WILL COMPLY WITH IDAHO CODE 31–3805 BY PROVIDING PRESSURE IRRIGATION TO ALL LOT PER THE CITY OF CALDWELL STANDARDS.
5. STREET LIGHTS SHALL BE INSTALLED PER THE CITY OF CALDWELL ZONING ORDINANCE AT THE TIME OF ISSUANCE OF THE BUILDING PERMIT.
6. STORM WATER DRAINAGE SHALL BE COLLECTED AND DE RETAINED ON SITE BY DITCH SWORD, UNDERGROUND PIPING, SWALES, DRAINAGE PONDS AND SUDPACE REDS PER THE CITY OF CALDWELL STORM WATER POLICY MANUAL.
7. THIS DEVELOPMENT RECOGNIZES SECTION 22–4503, RIGHT TO FARM ACT, WHICH STATES, IDAHO CODE "NO AGRICULTURAL OPERATION OR AN APPURTENANCE TO IT SHALL BE, OR BECOME A NUISANCE, PRIVATE OR PUBLIC, BY ANY CHANGED CONDITION IN OR ABOUT THE SURROUNDING NONAGRICULTURAL ACTIVITIES AFTER THE SAME HAS BEEN IN OPERATION FOR MORE THAN ONE YEAR, WHEN THE OPERATIONS WAS NOT A NUISANCE AT THE TIME THE OPERATION BEGAN, PROVIDED THAT THE PROVISIONS OF THIS SECTION SHALL NOT APPLY WHENEVER A NUISANCE RESULTS FROM THE IMPROPER OR NEGLIGENT OPERATION OF ANY AGRICULTURAL OPERATION OR AN APPURTENANCE TO IT".
8. LOT 1, 2, 3, 9, 10 AND 14 BLOCK 1, LOT 1 AND 6 BLOCK 2, LOT 1 AND 2 BLOCK 3, LOT 1, 8, 13, 13, 19, 20, 33 AND 34 BLOCK 4, LOT 1, 4, 5, 10, 11, 25 AND 32 BLOCK 5, LOT 1, 2, 3, AND 4 BLOCK 9 ARE COMMON LOTS TO BE OWNED AND MAINTAINED BY THE ENCLAVE SUBDIVISION HOMEOWNERS ASSOCIATION.
9. STORM DRAIN FACILITIES SHALL BE CONTAINED WITHIN LOT 3 AND 9 BLOCK 1, LOT 2 BLOCK 3, LOT 12 AND 24 BLOCK 4, & LOT 20 BLOCK 6.

PRELIMINARY DEVELOPMENT FEATURES

TOTAL ACRES	40.556 AC
TOTAL LOTS	181
SINGLE FAMILY LOTS	153
COMMON/OPEN SPACE LOTS	24
COMMERCIAL LOTS	4
RESIDENTIAL NET DENSITY	3.75 UNITS/ACRE
AREA OF SITE FOR R/LM & COMMERCIAL	15.202 ACRES
GROSS AREA OF SITE FOR RESIDENTIAL	25.354 ACRES
RESIDENTIAL GROSS DENSITY	5.995 UNITS/ACRE
ZONING	R2
OPEN SPACE	247,847 SF OR 5.692 AC
PERCENTAGE OF OPEN SPACE	14.04%
MINIMUM RESIDENTIAL LOT SIZE	4,810 SF
AVERAGE RES RLDG. LOT SIZE	6,944 SF
MAXIMUM RESIDENTIAL LOT SIZE	9,222 SF

REVISIONS:

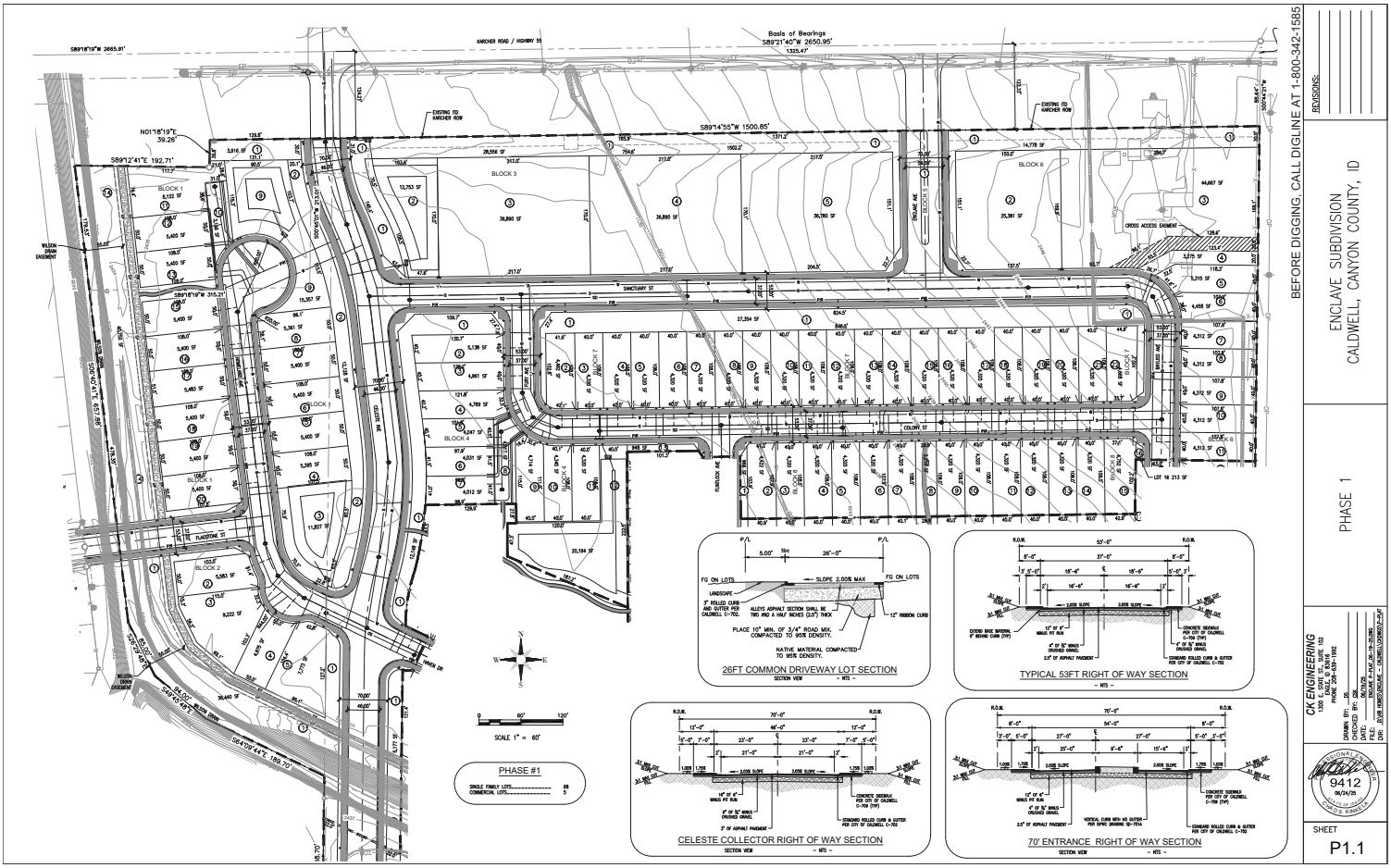
ENCLAVE SUBDIVISION
CALDWELL, CANYON COUNTY, ID

PRELIMINARY PLAT

CK ENGINEERING
1300 E. STATE ST., SUITE 102
EAGLE, ID 83616
PHONE 208–639–1992

DRAWN BY: JS
CHECKED BY: CK
DATE: 10/2/25
FILE: ENCLAVE K–CALC–SUB–10–25.DWG
DIR: J:\CIVIL\ENCLAVE K – CALDWELL\CAD\SHEETS\

SHEET
P1.0



BEFORE DIGGING, CALL DIGLINE AT 1-800-342-1585

REVISIONS:

ENCLAVE SUBDIVISION
CALDWELL, CANYON COUNTY, ID

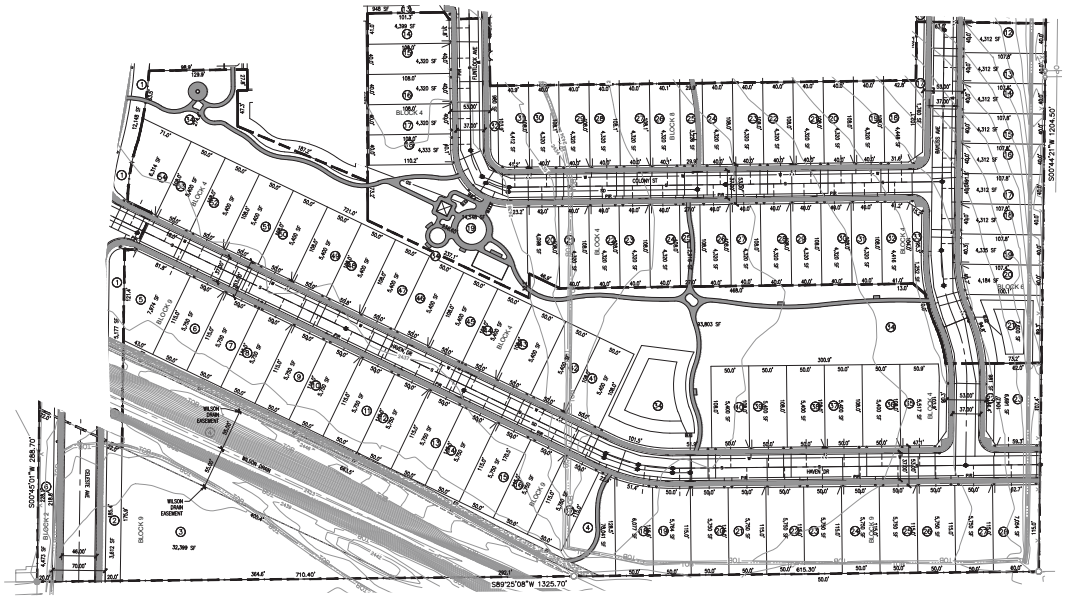
PHASE 1

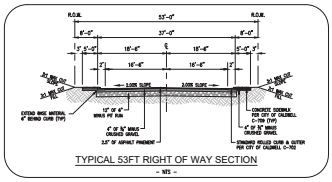
CK ENGINEERING
1300 E. IDAHO ST., SUITE 102
KUNA, IDAHO 83634
PHONE 208-830-1992

DRAWN BY: JDS
CHECKED BY: JDS
ISSUE DATE: 06/24/20
FILE: ENCLAVE_C-PUD_06-19-20.DWG
DIR: J:\CAD FILES\ENCLAVE - CALDWELL\CAD\SHEETS\C-PUD

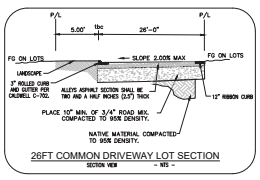
REGISTERED PROFESSIONAL ENGINEER
9412
06/24/20
STATE OF IDAHO
DONALD G. KINNEY

SHEET
P1.1





TYPICAL 53FT RIGHT OF WAY SECTION
– NTS –



26FT COMMON DRIVEWAY LOT SECTION
SECTION VIEW – NTS –

PHASE #2	
SINGLE FAMILY LOTS	39

PHASE #3	
SINGLE FAMILY LOTS	45

SCALE 1" = 1'

BEFORE DIGGING, CALL DIGLINE AT 1-800-342-1585

REVISIONS:

ENCLAVE SUBDIVISION
CALDWELL, CANYON COUNTY, ID

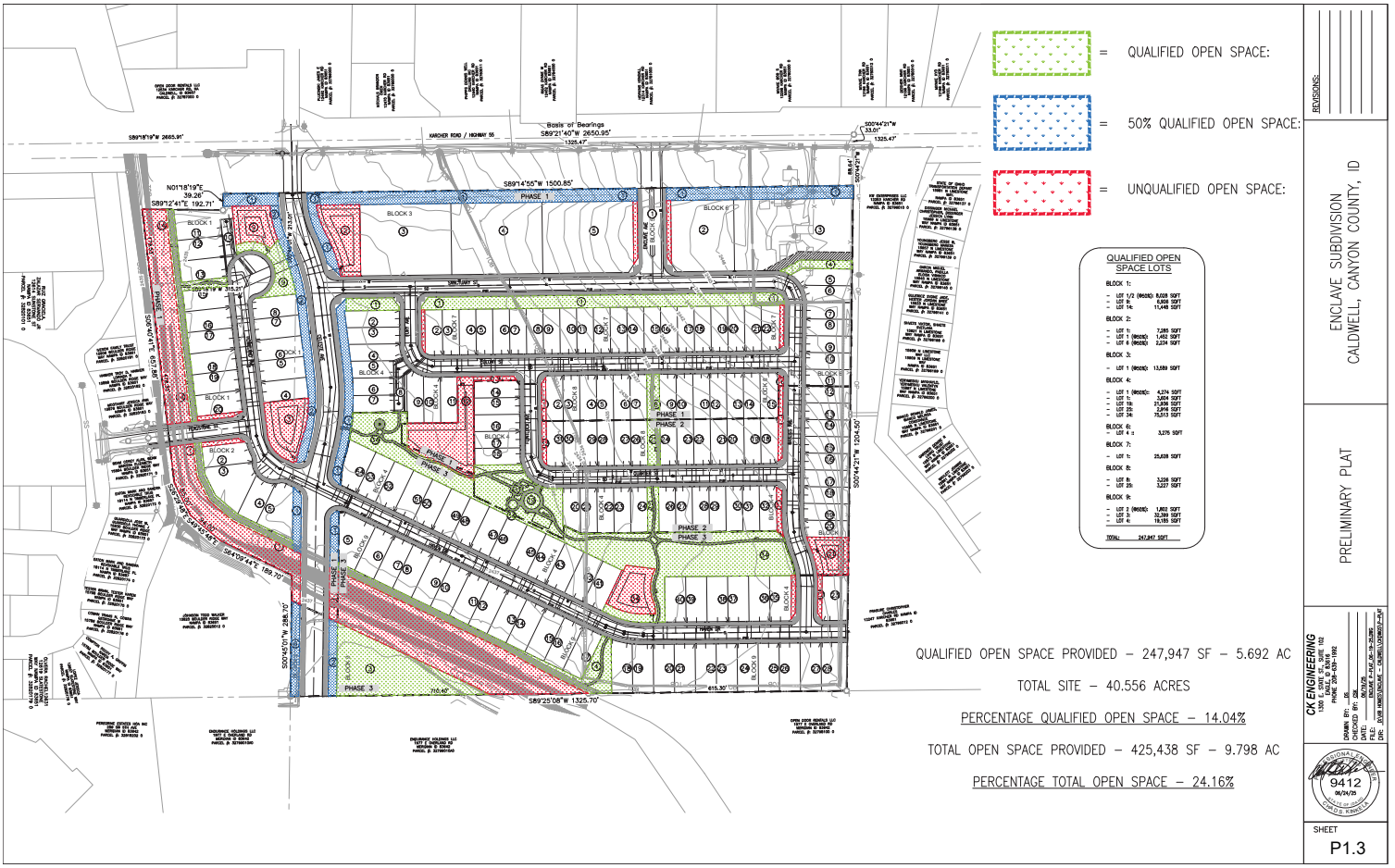
PHASE 2/3

CK ENGINEERING
1300 E. IDAHO ST., SUITE 102
KUNA, IDAHO 83634
PHONE 208.830.1992

DRAWN BY: JS
CHECKED BY: DSC
DATE: 06/24/25
FILE: ENCLAVE P-CAD_06-19-25.DWG
DIR: J:\CAD FILES\ENCLAVE – CALDWELL\CAD\DWG\P-CAD

REGISTERED PROFESSIONAL ENGINEER
9412
06/24/25
STATE OF IDAHO
DAVID S. KINNEY

SHEET
P1.2



REVISIONS:

ENCLAVE SUBDIVISION
CALDWELL, CANYON COUNTY, ID

PRELIMINARY PLAT

CK ENGINEERING
1300 E. CENTER, SUITE 102
MERIDIAN, IDAHO 83642
PHONE 208.939.1982

DRAWN BY: JB
CHECKED BY: DB
DATE: 09/24/25
FILE: ENCLAVE_4_CAD_09-24-25.DWG
DIR: J:\CAD STANDARDS\CAD_CALDWELL\ENCLAVE_4.CAP

PROFESSIONAL ENGINEER
9412
09/24/25
STATE OF IDAHO
CHARLES KINNEY

SHEET
P1.3

LANDSCAPE REQUIREMENTS:

CODE REQUIREMENTS PER CALDWELL, ID

PATHWAY REQUIREMENTS:

- NEIGHBORHOOD PATHWAY 5' MIN: 25 SHRUBS/100 LF, NO EVERGREENS, CLASS I AND II TREES 1/40LF
- COMMUNITY PATHWAY 8' MIN: 15 SHRUBS/100 LF, CLASS I AND II TREES 1/40LF, NO EVERGREENS OR CLASS III TREES
- REGIONAL PATHWAY 10' MIN: 15 SHRUBS/100 LF, CLASS I AND II TREES 1/50LF, RATIO OF (3) CLASS II TO (1) CLASS III
- BENCH AND TRASH RECEPTACLE EVERY 600 LF AND PATHWAY LIGHTING EVERY 150LF

PATHWAY - LENGTH (LF)

NEIGHBORHOOD PATHWAY	TREES/SHRUBS REQUIRED	TREES/SHRUBS PROVIDED
LOT 25 BLOCK 4 - 111'	3/27	3/36
LOT 25 BLOCK 7 - 111'	3/27	3/30

COMMUNITY PATH	TREES/SHRUBS REQUIRED	TREES/SHRUBS PROVIDED
LOT 18 BLOCK 4 - 375'	9/50	9/82
LOT 32 BLOCK 4 - 122'	3/18	4/19
LOT 21 BLOCK 5 - 74'	2/11	2/11

COMMON OPEN SPACE:

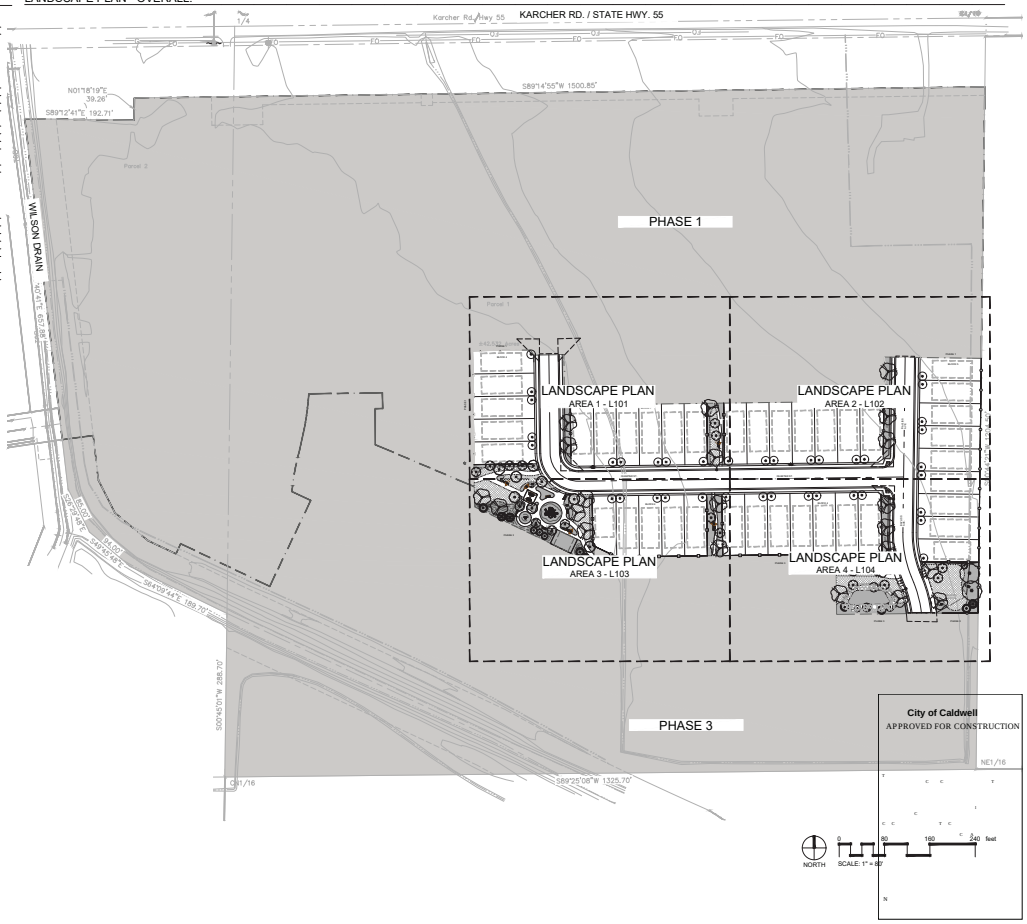
- (1) TREE PER EVERY 5,000 SQUARE FEET OF AREA SHALL BE REQUIRED. AT LEAST 50% OF THE REQUIRED TREES SHALL BE CLASS II OR CLASS III TREES TO SUPPLY SHADE FOR USERS.
- TREES PROVIDED AS NOTED IN TABLE BELOW ARE DECIDUOUS CLASS II OR III TREES
- TREES PROVIDED ARE IN ADDITION TO REQUIRED BUFFER AND PATHWAY TREES

OPEN SPACE- SQUARE FOOTAGE (SQ.FT.)		TREES REQUIRED	TREES PROVIDED
LOT 19 BLOCK 4	21,706	4	4
LOT 25 BLOCK 4	2,916	1	1
LOT 33 BLOCK 4	12,737	3	8
LOT 21 BLOCK 5	7,810	2	4
LOT 25 BLOCK 7	3,227	1	1

MINIMUM PLANT SIZES:

PLANT TYPE:	MINIMUM SIZE:
EVERGREEN TREES:	6' HT. MIN.
ORNAMENTAL TREES:	2" CALIPER MIN.
SHADE TREES:	2" CALIPER MIN.
SHRUBS/PERENNIALS:	10" SPREAD MIN. DEPENDING ON PLANT SPECIES

LANDSCAPE PLAN - OVERALL:



City of Caldwell
APPROVED FOR CONSTRUCTION

plantas ARCHITECTURES
EMILY YOGES Landscape Architect
emily@plantsarch.com
208.917.7431

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STATE OF IDAHO · TIMOTHY W. FOSTER · LA - 15802 · REGISTERED LANDSCAPE ARCHITECT

ENCLAVE SUBDIVISION PHASE 2

CALDWELL, ID 83686

Revision Desc:	Date:	No:
City comments	7.13.26	1

Date:	07.27.26
Drawn By:	EV

Drawing Title:

LANDSCAPE PLAN - OVERALL

Drawing No:

L100

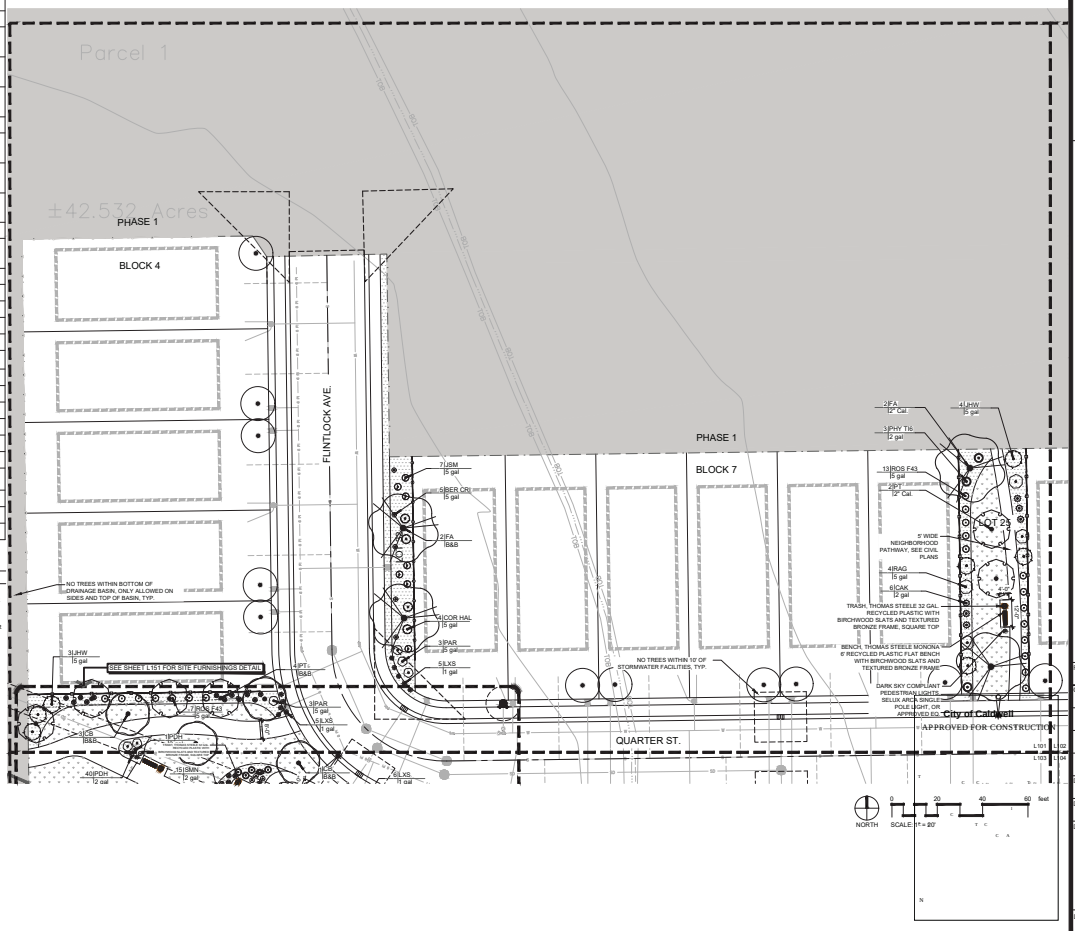
PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL NAME	COMMON NAME	SIZE	QTY
TREES					
	BC	Betula nigra 'Cully' TM CLUMP, 40'-60' H & W CLASS II	Heritage Birch	2" Cal.	2
	CB	Carpinus betulus 'Frans Fontaine' 30' - 40' H & 20' - 30' W CLASS II	Frans Fontaine European Hornbeam	2" Cal.	11
	FA	Fraxinus pennsylvanica 'Autumn Purple' 40'- 60' H & 35' - 50' W CLASS II	Autumn Purple Ash	2" Cal.	23
EVERGREEN TREE					
	CG	Cedrus deodara 'Aurea Pendula' 25 - 35' H & 15' W	Golden Weeping Deodar Cedar	6' Ht.	6
	PD2	Picea glauca 'Densata' 25'- 45' H & 15'- 20' W	Black Hills Spruce	B&B	5
	PG	Picea pungens 50' H & 15' W	Layered Colorado Blue Spruce	8' Ht.	5
ORNAMENTAL TREE					
	PT	Prunus cerasifera 'Newport' 15-20' H & W, CLASS I	Newport Plum	2" Cal.	17
SHRUBS					
	BER CRI	Berberis thunbergii 'Crimson Pygmy'	Crimson Pygmy Barberry	5 gal	19
	CAK	Calamagrostis x acutiflora 'Karl Foerster' 5'h x 3'w	Feather Reed Grass	2 gal	58
	COR HAL	Cornus alba 'Bailhalo' TM	Ivory Halo Dogwood	5 gal	49
	HSB	Helictotrichon sempervirens 'Blue Oats' 3' h x 3'w	Blue Oat Grass	2 gal	33
	JHW	Juniperus horizontalis 'Wiltonii' 6"h x 8' w	Blue Rug Juniper	5 gal	30
	JSM	Juniperus scopulorum 'Medora' 10 'h x 3 'w	Medora Juniper	5 gal	26
	LXS	Leucanthemum x superbum 30"h x 24"w	Shasta Daisy	1 gal	26
	MOC	Monardella odoratissima 10"h x 24"w	Mountain Coyote Mint	2 gal	54
	PDH	Pentstemon digitalis 'Husker Red' 30"h x 18"w	Husker Red Beardtongue	2 gal	41
	PAR	Perovskia atriplicinoides 4'h x 4'w	Russian Sage	5 gal	39
	PHY TI6	Physocarpus opulifolius 'SMPOTW'	Tiny Wine® Ninebark	2 gal	26
	RAG	Rhus aromatica 'Gro-Low' 18"h x 6' w, Drought Tolerant	Gro-Low Fragrant Sumac	5 gal	24
	ROS F43	Rosa x 'Noare' TM	Flower Carpet Red Groundcover Rose	5 gal	55
	SMN	Salvia x 'May Night'	May Night Sage	2 gal	15
	SSB	Schizachyrium scoparium 'The Blues' 3'h x 3'w	The Blues Little Bluestem	2 gal	21

LANDSCAPE MATERIALS LEGEND:

- PLAYGROUND ENGINEERED WOOD CHIPS
- SOD LAWN - SEE NOTE SL150
- PLANTER BED - SEE NOTE SL150
- PLAYGROUND ENGINEERED SAND FOR PLAY
- LOT TREE - PER BUILDER, SHOWN FOR REFERENCE ONLY
- 6' VINYL PRIVACY FENCE, SAND COLOR VINYL FRAME AND SLATS. SEE DETAIL SL150
- 4' WROUGHT IRON FENCE, BLACK PICKETS, SEE DETAIL SL150
- LANDSCAPE BOULDERS, SANDSTONE WITH WEATHERED SIDE UP. SEE DETAIL SL150
- IDAHO RIVER ROCK 2-3"

LANDSCAPE PLAN - AREA 1:



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208.917.7431

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STATE OF IDAHO — EMILY W. YOGES — LA-15802 — LANDSCAPE ARCHITECT

ENCLAVE SUBDIVISION PHASE 2

CALDWELL, ID 83686

Revision Desc:	Date:	No:
City comments	7.13.26	1
Date:	07.27.26	
Drawn By:	EV	

Drawing Title:

LANDSCAPE PLAN - AREA 1

Drawing No:

L101

PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL NAME	COMMON NAME	SIZE	QTY
TREES					
	BC	Betula nigra 'Cully' TM CLUMP, 40'-60' H & W CLASS II	Heritage Birch	2" Cal.	2
	CB	Carpinus betulus 'Frans Fontaine' 30' - 40' H & 20' - 30' W CLASS II	Frans Fontaine European Hornbeam	2" Cal.	11
	FA	Fraxinus pennsylvanica 'Autumn Purple' 45' - 65' H & 35 - 50' W CLASS II	Autumn Purple Ash	2" Cal.	23
EVERGREEN TREE					
	CG	Cedrus deodara 'Aurea Pendula' 25 - 35' H & 15' W	Golden Weeping Deodar Cedar	6' Ht.	6
	PD2	Picea glauca 'Densata' 25'- 45' H & 15 - 20' W	Black Hills Spruce	B&B	5
	PG	Picea pungens 50' H & 15' W	Layered Colorado Blue Spruce	8' Ht.	5
ORNAMENTAL TREE					
	PT	Prunus cerasifera 'Newport' 15-20' H & W, CLASS I	Newport Plum	2" Cal.	17
SHRUBS					
	BER CRI	Berberis thunbergii 'Crimson Pygmy'	Crimson Pygmy Barberry	5 gal	19
	CAK	Calamagrostis x acutiflora 'Karl Foerster' 5'h x 3'w	Feather Reed Grass	2 gal	58
	COR HAL	Cornus alba 'Bailhalo' TM	Ivory Halo Dogwood	5 gal	49
	HSB	Helictotrichon sempervirens 'Blue Oats' 3' h x 3'w	Blue Oat Grass	2 gal	33
	JHW	Juniperus horizontalis 'Wiltonii' 6"h x 8' w	Blue Rug Juniper	5 gal	30
	JSM	Juniperus scopulorum 'Medora' 10' h x 3' w	Medora Juniper	5 gal	26
	LXS	Leucanthemum x superbum 30"h x 24"w	Shasta Daisy	1 gal	26
	MOC	Monardella odoratissima 10"h x 24"w	Mountain Coyote Mint	2 gal	54
	PDH	Penstemon digitalis 'Husker Red' 30"h x 18"w	Husker Red Beardtongue	2 gal	41
	PAR	Perovskia abrotanoides 4'h x 4'w	Russian Sage	5 gal	39
	PHY TI6	Physocarpus opulifolius 'SMPOTW'	Tiny Wine® Ninebark	2 gal	26
	RAG	Rhus aromatica 'Gro-Low' 18"h x 6' w, Drought Tolerant	Gro-Low Fragrant Sumac	5 gal	24
	ROS F43	Rosa x 'Noare' TM	Flower Carpet Red Groundcover Rose	5 gal	55
	SMN	Salvia x 'May Night' 2'h x 2'w	May Night Sage	2 gal	15
	SSB	Schizachyrium scoparium 'The Blues' 3 h x 3' w	The Blues Little Bluestem	2 gal	21

LANDSCAPE MATERIALS LEGEND:

- PLAYGROUND ENGINEERED WOOD CHIPS
- SOD LAWN - SEE NOTE 6/L150
- PLANTER BED - SEE NOTE 5/L150
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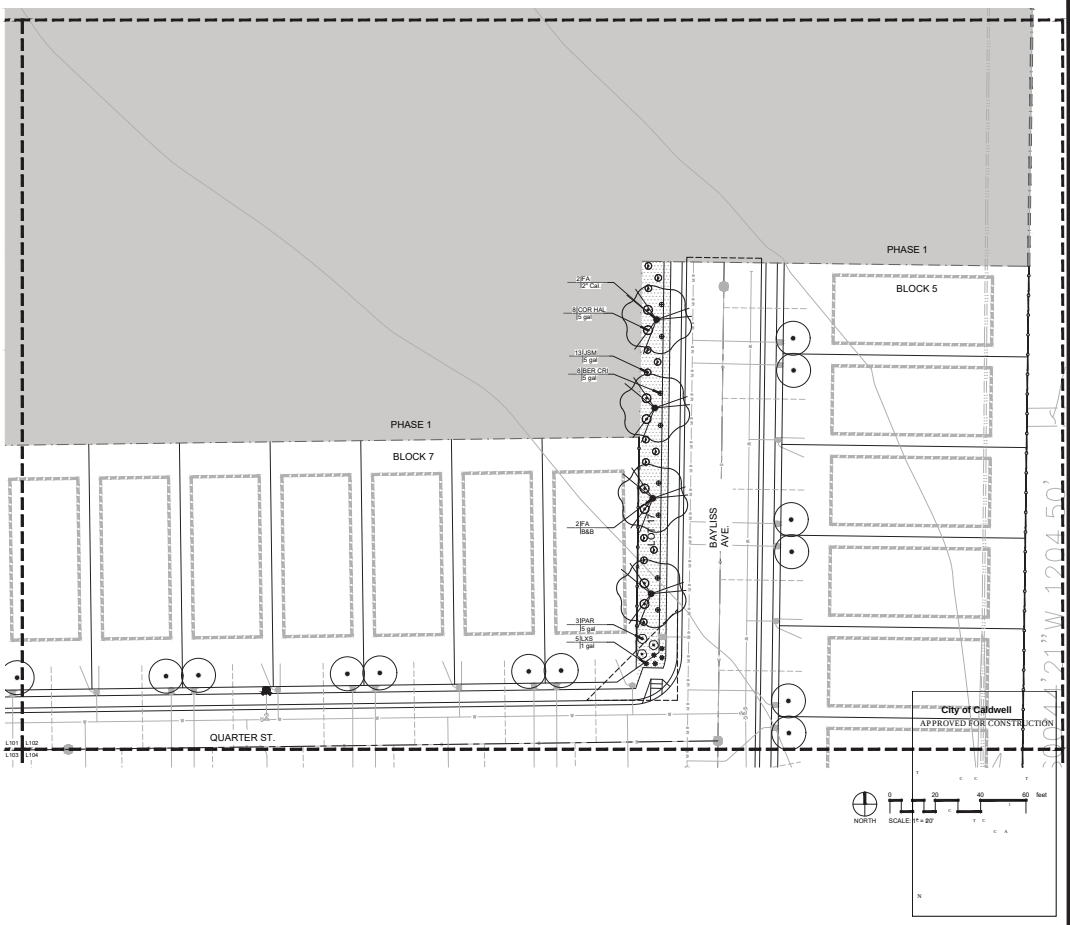
- 4' WROUGHT IRON FENCE, BLACK PICKETS, SEE DETAIL 6/L150
- LANDSCAPE BOULDERS, SANDSTONE WITH WEATHERED SIDE UP. SEE DETAIL 3/L150
- IDAHO RIVER ROCK 2-3"

LANDSCAPE PLAN - AREA 2:



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EMILY YOGES Landscape Architect
emily@plantasarch.com
208.917.7431

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ENCLAVE SUBDIVISION PHASE 2

CALDWELL, ID 83686

Revision Desc:	Date:	No:
City comments	7.13.26	1
Date:	07.27.26	
Drawn By:	EV	

Drawing Title:

LANDSCAPE PLAN - AREA 2

Drawing No:

L102

PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL NAME	COMMON NAME	SIZE	QTY
TREES					
	BC	Betula nigra 'Cully' TM CLUMP, 40'-60' H & W CLASS II	Heritage Birch	2" Cal.	2
	CB	Carpinus betulus 'Frans Fontaine' 30' - 40' H & 20 - 30' W CLASS II	Frans Fontaine European Hornbeam	2" Cal.	11
	FA	Fraxinus pennsylvanica 'Autumn Purple' 40' - 60' H & 35 - 50' W CLASS II	Autumn Purple Ash	2" Cal.	23
EVERGREEN TREE					
	CG	Cedrus deodara 'Aurea Pendula' 25 - 35' H & 15' W	Golden Weeping Deodar Cedar	6' Ht.	6
	PD2	Picea glauca 'Densata' 25' - 45' H & 15'- 20' W	Black Hills Spruce	B&B	5
	PG	Picea pungens 50' H & 15' W	Layered Colorado Blue Spruce	6' Ht.	5
ORNAMENTAL TREE					
	PT	Prunus cerasifera 'Newport' 15-20' H & W, CLASS I	Newport Plum	2" Cal.	17
SHRUBS					
	BER CRI	Berberis thunbergii 'Crimson Pygmy'	Crimson Pygmy Barberry	5 gal	19
	CAK	Calamagrostis x acutiflora 'Karl Foerster' 5'h x 3'w	Feather Reed Grass	2 gal	58
	COR HAL	Cornus alba 'Bailhalo' TM	Ivory Halo Dogwood	5 gal	49
	HSB	Helictotrichon sempervirens 'Blue Oats' 3' h x 3'w	Blue Oat Grass	2 gal	33
	JHW	Juniperus horizontalis 'Wiltonii' 6"h x 8' w	Blue Rug Juniper	5 gal	30
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	LXS	Leucanthemum x superbum 30"h x 24"w	Shasta Daisy	1 gal	26
	MOC	Monarda/lla odoratissima 10"h x 24"w	Mountain Coyote Mint	2 gal	54
	PDH	Penstemon digitalis 'Husker Red' 30"h x 18"w	Husker Red Beardtongue	2 gal	41
	PAR	Perovskia atriplicanicides 4'h x 4'w	Russian Sage	5 gal	39
	PHY TI6	Physocarpus opulifolius 'SMPOTW'	Tiny Wine® Ninebark	2 gal	26
	RAG	Rhus aromatica 'Gro-Low' 12"h x 6' w, Drought Tolerant	Gro-Low Fragrant Sumac	5 gal	24
	ROS F43	Rosa x 'Noare' TM	Flower Carpet Red Groundcover Rose	5 gal	55
	SMN	Salvia x 'May Night' 2'h x 2'w	May Night Sage	2 gal	15
	SSB	Schizachyrium scoparium 'The Blues' 3 h x 3 w	The Blues Little Bluestem	2 gal	21

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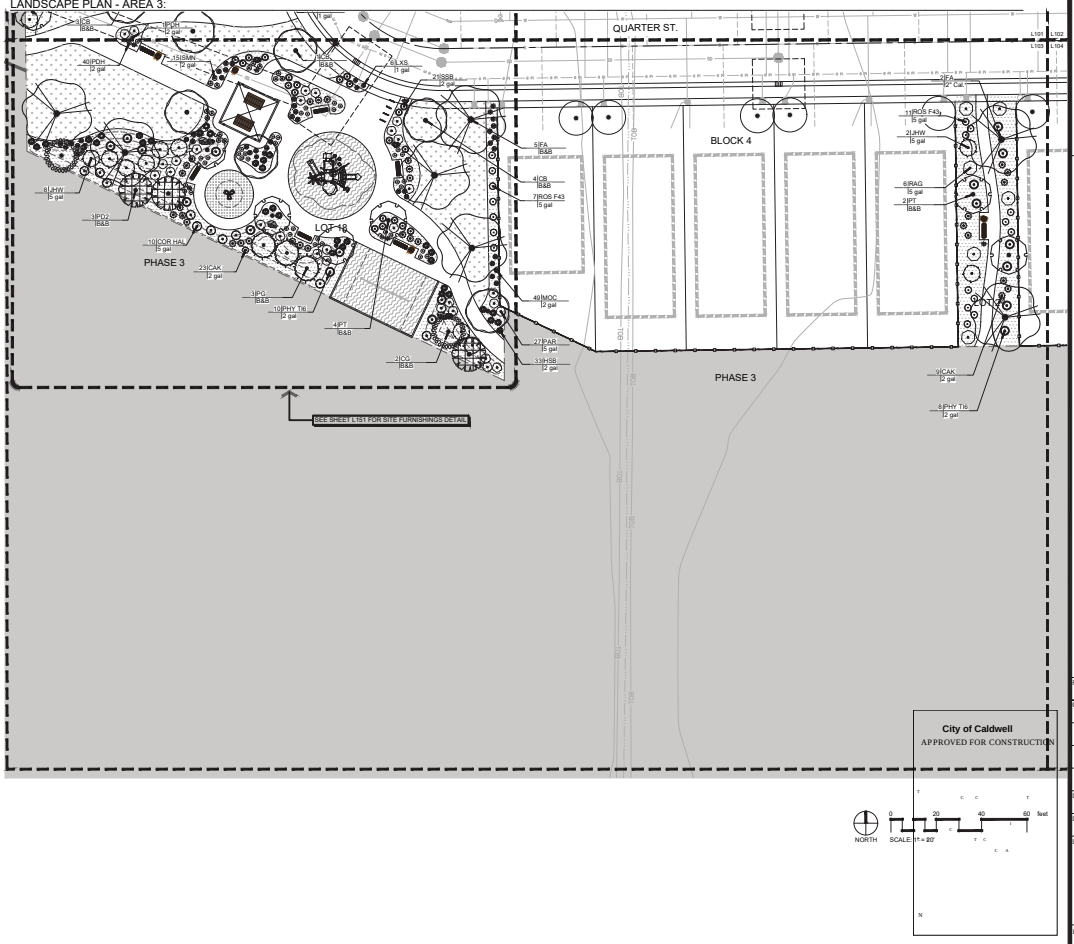
- 4' WROUGHT IRON FENCE, BLACK PICKETS, SEE DETAIL 6/L150
- LANDSCAPE BOULDERS. SANDSTONE WITH WEATHERED SIDE UP. SEE DETAIL 3/L150
- IDAHO RIVER ROCK 2-3"

LANDSCAPE PLAN - AREA 3:



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emily@plantsarch.com
208.917.7431

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ENCLAVE SUBDIVISION PHASE 2

CALDWELL, ID 83686

Revision Desc:	Date:	No:
City comments	7.13.26	1
Date:	07.27.26	
Drawn By:	EV	

Drawing Title:

LANDSCAPE PLAN - AREA 3

Drawing No:

L103

PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL NAME	COMMON NAME	SIZE	QTY
TREES					
	BC	Betula nigra `Cully` TM CLUMP: 40'-60' H & W CLASS II	Heritage Birch	2" Cal.	2
	CB	Carpinus betulus `Frans Fontaine` 30' - 40' H & 20 - 30' W CLASS II	Frans Fontaine European Hornbeam	2" Cal.	11
	FA	Fraxinus pennsylvanica `Autumn Purple` 45' - 60' H & 35 - 50' W CLASS II	Autumn Purple Ash	2" Cal.	23
EVERGREEN TREE					
	CG	Cedrus deodara `Aurea Pendula` 25 - 35' H & 15' W	Golden Weeping Deodar Cedar	6` Ht.	6
	PD2	Picea glauca `Densata` 25'-45' H & 15'- 20' W	Black Hills Spruce	B&B	5
	PG	Picea pungens 50' H & 15' W	Layered Colorado Blue Spruce	6` Ht.	5
ORNAMENTAL TREE					
	PT	Prunus cerasifera `Newport` 15-20' H & W, CLASS I	Newport Plum	2" Cal.	17
SHRUBS					
	BER CRI	Berberis thunbergii `Crimson Pygmy`	Crimson Pygmy Barberry	5 gal	19
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	HSB	Helictotrichon sempervirens `Blue Oats` 3' h x 2'w	Blue Oat Grass	2 gal	33
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	SSB	Schizachyrium scoparium `The Blues` 3' h x 3' w	The Blues Little Bluestem	2 gal	21

LANDSCAPE MATERIALS LEGEND:

- PLAYGROUND ENGINEERED WOOD CHIPS
- SOD LAWN - SEE NOTE 6/L150
- PLANTER BED - SEE NOTE 5/L150
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- LOT TREE - PER BUILDER, SHOWN FOR REFERENCE ONLY
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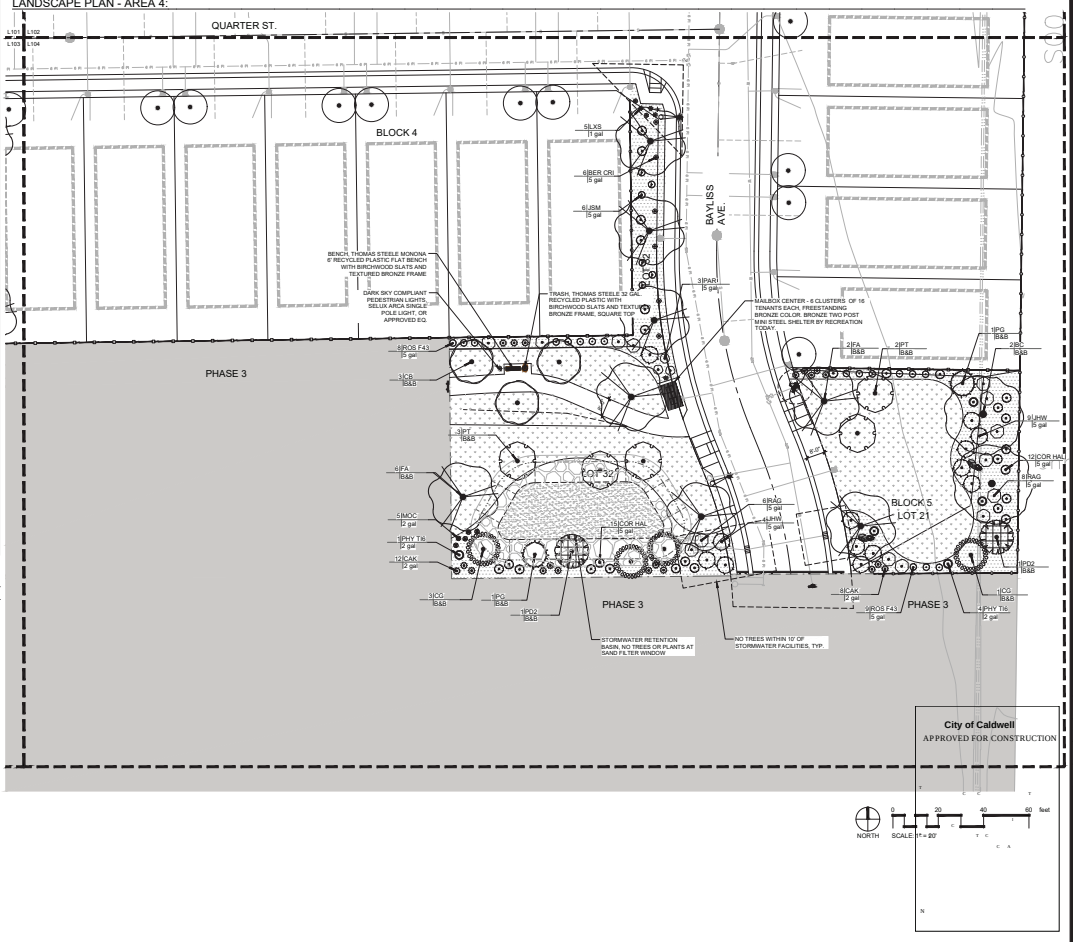
- LANDSCAPE BOULDERS, SANDSTONE WITH WEATHERED SIDE UP. SEE DETAIL 3/L150
- IDAHO RIVER ROCK 2-3"

LANDSCAPE PLAN - AREA 4:



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STATE OF IDAHO — CITY OF WOOD RIVER — LA - 15802 — LANDSCAPE ARCHITECT

ENCLAVE SUBDIVISION PHASE 2

CALDWELL, ID 83686

Revision Desc:	Date:	No:
City comments	7.13.26	1
Date:	07.27.26	
Drawn By:	EV	

Drawing Title:

LANDSCAPE PLAN - AREA 4

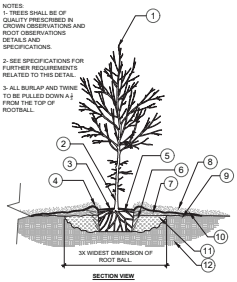
Drawing No:

L104

NOTES:
1- TREES SHALL BE OF QUALITY PRESCRIBED IN CROWN OBSERVATIONS AND ROOT OBSERVATIONS DETAILS AND SPECIFICATIONS.

2- SEE SPECIFICATIONS FOR FURTHER REQUIREMENTS RELATED TO THIS DETAIL.

3- ALL BURLAP AND TWINE TO BE PULLED DOWN A ½ FROM THE TOP OF ROOTBALL.



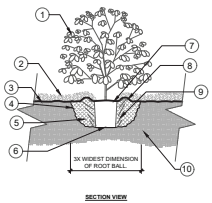
SECTION VIEW

1. CENTRAL LEADER. (SEE CROWN OBSERVATIONS DETAIL).
2. TRUNK CALIPER SHALL MEET ANSI Z60 CURRENT EDITION FOR ROOT BALL SIZE.
3. ROOT BALL MODIFIED AS REQUIRED.
4. ROUND-TOPPED SOIL BERM 4" HIGH X 8" WIDE ABOVE ROOT BALL SURFACE SHALL BE CONSTRUCTED AROUND THE ROOT ALL. BERM SHALL BEGIN AT ROOT BALL PERIPHERY.
5. ROOT BALL SURFACE SHALL BE POSITIONED TO BE ONE - QUARTER ABOVE FINISHED GRADE.
6. PRIOR TO MULCHING, LIGHTLY TAMP SOIL AROUND THE ROOT BALL IN 6" LIFTS TO BRACE TREE. DO NOT OVER COMPACT. WHEN THE PLANTING HOLE HAS BEEN BACKFILLED, POUR WATER AROUND THE ROOT BALL TO SETTLE THE SOIL.
7. EXISTING SITE SOIL ADDED TO CREATE A SMOOTH TRANSITION FROM THE TOP OF THE RAISED ROOT BALL TO THE FINISHED GRADE AT A 15% MAX. SLOPE.
8. 4" LAYER OF MULCH. NO MORE THAN 1" OF MULCH ON TOP OF ROOT BALL. (SEE SPECIFICATIONS FOR MULCH).
9. ORIGINAL GRADE.
10. FINISHED GRADE.
11. LOOSENED SOIL. DIG AND TURN THE SOIL TO REDUCE COMPACTION TO THE AREA AND DEPTH SHOWN.
12. EXISTING SOIL.

URBAN TREE FOUNDATIONS © 2012 OPEN SOURCE FREE TO USE

1 TREE W/ BERM (EXISTING SOIL NOT MODIFIED)

3/8" = 1'-0" FX-PLNT-FX-TREE-06



SECTION VIEW

1. SHRUB.
2. 4" LAYER OF MULCH. NO MORE THAN 1" OF MULCH ON TOP OF ROOT BALL. (SEE SPECS FOR MULCH).
3. FINISHED GRADE.
4. SLOPE SIDES OF LOOSENED SOIL.
5. LOOSENED SOIL. DIG AN TURN THE SOIL TO REDUCE THE COMPACTION TO THE AREA AND DEPTH SHOWN.
6. 4" HIGH X 9" WIDE ROUND - TOPPED SOIL BERM ABOVE ROOT BALL SURFACE SHALL BE CONSTRUCTED AROUND THE ROOT BALL. BERM SHALL BEGIN AT ROOT BALL PERIPHERY.
9. PRIOR TO MULCHING, LIGHTLY TAMP SOIL AROUND THE ROOT BALL IN 6" LIFTS TO PLACE SHRUB. DO NOT OVER COMPACT. WHEN THE PLANTING HOLE HAS BEEN BACKFILLED, POUR WATER AROUND THE ROOT BALL TO EXISTING SOIL.
10. SETTLE THE SOIL.

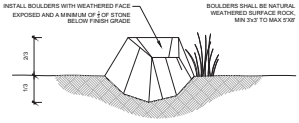
NOTES:
1- SHRUBS SHALL BE OF QUALITY PRESCRIBED IN THE ROOT OBSERVATIONS DETAIL AND SPECIFICATIONS.

2- SEE SPECIFICATIONS FOR FURTHER REQUIREMENTS RELATED TO THIS DETAIL.

URBAN TREE FOUNDATIONS © 2012 OPEN SOURCE FREE TO USE

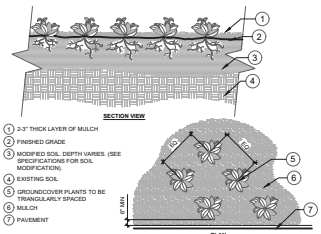
2 SHRUB - UNMODIFIED SOIL

1/2" = 1'-0" FX-PLNT-FX-SHRB-04



3 LANDSCAPE BOULDER PLACEMENT (TYP)

1" = 1'-0" DETAIL-FILE



SECTION VIEW

PLAN

1. 2-3" THICK LAYER OF MULCH
2. FINISHED GRADE
3. MODIFIED SOIL DEPTH VARIES. (SEE SPECIFICATIONS FOR SOIL MODIFICATION).
4. EXISTING SOIL
5. GROUNDCOVER PLANTS TO BE TRIANGULARLY SPACED
6. MULCH
7. PAVEMENT

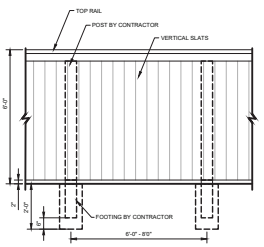
NOTES:
1- SEE PLANTING LEGEND FOR GROUNDCOVER SPECIES, SIZE, AND SPACING DIMENSION.
2- SMALL ROOTS (1/4" OR LESS) THAT GROW AROUND, UP, OR DOWN THE ROOT BALL PERIPHERY ARE CONSIDERED A NORMAL CONDITION IN CONTAINER PRODUCTION AND ARE ACCEPTABLE HOWEVER THEY SHOULD BE ELIMINATED AT THE TIME OF PLANTING. ROOTS ON THE PERIPHERY CAN BE REMOVED AT THE TIME OF PLANTING. (SEE ROOT BALL SHAVING CONTAINER DETAIL).
3- SETTLE SOIL AROUND ROOT BALL OF EACH GROUNDCOVER PRIOR TO MULCHING.

URBAN TREE FOUNDATIONS © 2012 OPEN SOURCE FREE TO USE

4 GROUNDCOVER

3/4" = 1'-0" FX-PLNT-FX-GROU-01

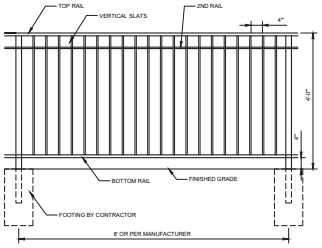
NOTE:
*POSTS, CONNECTIONS, SLATS & FOOTINGS BY CONTRACTOR



5 6' CLOSED VISION FENCE

1/2" = 1'-0" 323107-02

NOTES:
*INSTALL FENCE PER MANUFACTURER RECOMMENDATIONS
*CONTRACTOR RESPONSIBLE FOR FOOTINGS
*COLOR BLACK, OR APPROVED OTHER



6 4' OPEN VISION FENCE

3/4" = 1'-0" 323106-02

BENCH - THOMAS STEELE MONONA 6' RECYCLED PLASTIC FLAT BENCH WITH BIRCHWOOD SLATS AND BRONZE FRAME

#MNF-6-ERB-P

7 6' BENCH

NTS

TRASH - THOMAS STEELE MONONA 32 GAL. RECYCLED PLASTIC WITH BIRCHWOOD SLATS AND BRONZE FRAME

#MNTR-32-ERB-P; LID-C18SQ

8 32 GAL TRASH RECEPTACLE

NTS

LANDSCAPE NOTES:

1. REGULATIONS & STANDARDS
   - 1.1. All contractor work shall be conducted in accordance with ISPWC (Idaho Standard Public Works Construction), 2023; and City of Caldwell, ID codes, standards and state and local regulations.
2. EXISTING CONDITIONS
   - 2.1. All utilities shall be located prior to construction and protected. Any damage to structures, utilities or concrete will be replaced at contractor's expense.
   - 2.2. The site has many existing improvements such as underground utilities, curb and gutter, light poles and sidewalks.
   - 2.3. See Civil Engineer's plans for information about existing features; all drainage pipes and locations. Protect and retain drainage at all times.
3. GRADING & SITE PREPARATION
   - 3.1. Prepare finish grades for planting by grubbing and removing weeds. If necessary apply Round-Up (or equivalent herbicide), using a certified applicator. Remove rocks and other materials over 2".
   - 3.2. All gravel overprep to be removed and disposed of off site.
   - 3.3. Finish grade to be smooth transition to allow for entire site to be a natural flowing space.
   - 3.4. Refer to Civil Engineer's plans for grading information & for all drainage pipes and locations. Protect and retain drainage at all times.
   - 3.5. No pooling or standing water will be accepted per industry standards.
4. SOILS
   - 4.1. All planter beds to receive a minimum of 18" depth of screened topsoil. Spread, compact, and fine grade to smooth and uniform grade 2.5" below adjacent surfaces.
   - 4.2. All lawn areas to receive a minimum of 12" depth of screened topsoil. Spread, compact, and fine grade topsoil to a smooth uniform grade 1" below adjacent surfaces.
   - 4.3. Reuse of existing topsoil that has been stockpiled on site is permitted if:
     - 4.3.1. Topsoil is leaded and analyzed to ensure a proper growing medium. Provide additional amendments as determined by soil tests. And
     - 4.3.2. Topsoil is to be loose, friable sandy loam that is clean and free of toxic materials, noxious weeds, seed seeds, rocks, grass or other foreign materials.
     - 4.3.3. Topsoil should have a pH of 6.5 to 8.
     - 4.3.4. If on site topsoil does not meet these minimum standards contractor is responsible for providing approved imported topsoil or improving onsite topsoil per the approval of the project manager.
   - 4.4. If imported topsoil is used it must be from a local source and be screened free of any debris or foreign matter. Topsoil must not contain rocks, sticks, lumps, or toxic matter.
   - 4.5. Smooth, compact, and fine grade topsoil in lawn areas to smooth and uniform grade .5" below adjacent surfaces.
   - 4.6. Prepare finish grade of topsoil to elevations set by Civil Engineer's plans with positive drainage away from structures. Refer to Civil Engineer's plans for grading information.
   - 4.7. Amend all new plantings with 2 parts topsoil and 1 part compost.
5. PLANTER BED MULCH
   - 5.1. Planter beds to receive 3" depth shredded walk on bark mulch or approved other by landscape architect.
   - 5.2. Install over commercial grade weed barrier fabric.
   - 5.3. All planter beds shall be shovel edged to create a distinct separation to landscape types.
6. LAWN AREAS
   - 6.1. All lawn areas shall be sodded with tall turf type fescue.
   - 6.2. Sod shall be regionally harvested, laid within 24 hours of harvesting, and laid with tight fitting joints.
7. PLANTS
   - 7.1. All plant material shall be installed per industry standards.
   - 7.2. All plant material shall meet or exceed the minimum federal standards as regulated by ANSI z60.1, American Standard for Nursery Stock. Plants not meeting these standards for quality, or plants determined to be unhealthy by Owner's representative, will be rejected.
   - 7.3. All trees and shrubs to be installed per details.
   - 7.4. Fertilize all trees and shrubs with 'Agriform' planting tablets or approved equal. Apply per manufacturer's recommendations.
   - 7.5. All plants shall adhere to plant schedule, species & sizes. Any necessary substitutions due to availability or alternatives shall be coordinated to the landscape architect via submittal.
8. IRRIGATION
   - 8.1. Irrigation system shall be built to the following specifications:
   - 8.2. Adhere to city codes when connecting to city water.
   - 8.3. All irrigation material to be new with manufacturers' warranty fully intact.
   - 8.4. Install outdoor rated controller in specified location on plan. Coordinate with project manager on exact location.
   - 8.5. Controller to include On/Off rain switch or other rain shut off device that does not alter program.
   - 8.6. Irrigation system piping in landscape areas to be minimum schedule 40 PVC or approved equal, sleeves to be double the size of pipes located within, all wires to be contained in separate sleeves 1-1/2" dia min.
   - 8.7. Coordinate all sleeving & pipe runs with owner (Local Construct) & Builder before installing.
   - 8.8. Use common trenching where possible.
   - 8.9. All wires to be 18 gauge direct, bury wire at a minimum of 12" below finished grade. Size wire for correct voltage loss.
   - 8.10. Supply a minimum of (2) spare wires to furthest valves from controller in all directions.
   - 8.11. Flow control device to be included on all remote control valves, including master control valve.
   - 8.12. Connect mainline to point of connection in approximate location shown on plan.
   - 8.13. Provide j" winterization port in location near POC. Winterization port to be located inside of its own standard valve box.
   - 8.14. Contractor is responsible complying with all codes and paying all permits necessary.
   - 8.15. Sprinkler heads shall have matched precipitation within each control circuit. Velocities shall not exceed 5 feet per second.
   - 8.16. Locate irrigation materials in planters when possible and screen with vegetation when possible.
9. CONTRACTOR RESPONSIBILITIES
   - 9.1. Estimated quantities are shown for general reference only. Contractor shall be responsible for all quantity estimates.
   - 9.2. All plant material and workmanship shall be guaranteed for a period of one year beginning at the date of Substantial Completion. Replace all dead or unhealthy plant material immediately with same type and size at no cost to Owner.
   - 9.3. Landscape contractor to turn in as built drawings at the end of project. Substantial Completion will not be granted until 2 copies @ 1" = 20' scale are turned in and approved by Owner's Representative.
   - 9.4. Landscape maintenance req. to be accessed from parcel. No highway access allowed for landscape maintenance.
10. In the event of a discrepancy, notify the Landscape Architect.

PEDESTRIAN LIGHT - SELUX
ARCA SINGLE POLE LIGHT, 10' HEIGHT IN BRONZE

#SINGLE S1

9 PEDESTRIAN LIGHT FIXTURE

NTS

City of Caldwell
APPROVED FOR CONSTRUCTION

plantas ARCHITECTURES
EMILY YOGES Landscape Architect
emily@plantasarch.com
208.917.7431

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STATE OF IDAHO — EMILY W. YOGES — LANDSCAPE ARCHITECT — LA-15802 — REGISTERED LANDSCAPE ARCHITECT

ENCLAVE SUBDIVISION
PHASE 2
CALDWELL, ID 83686

Revision Desc:	Date:	No:
City comments	7.13.26	1
Date:	07.27.26	
Drawn By:	EV	

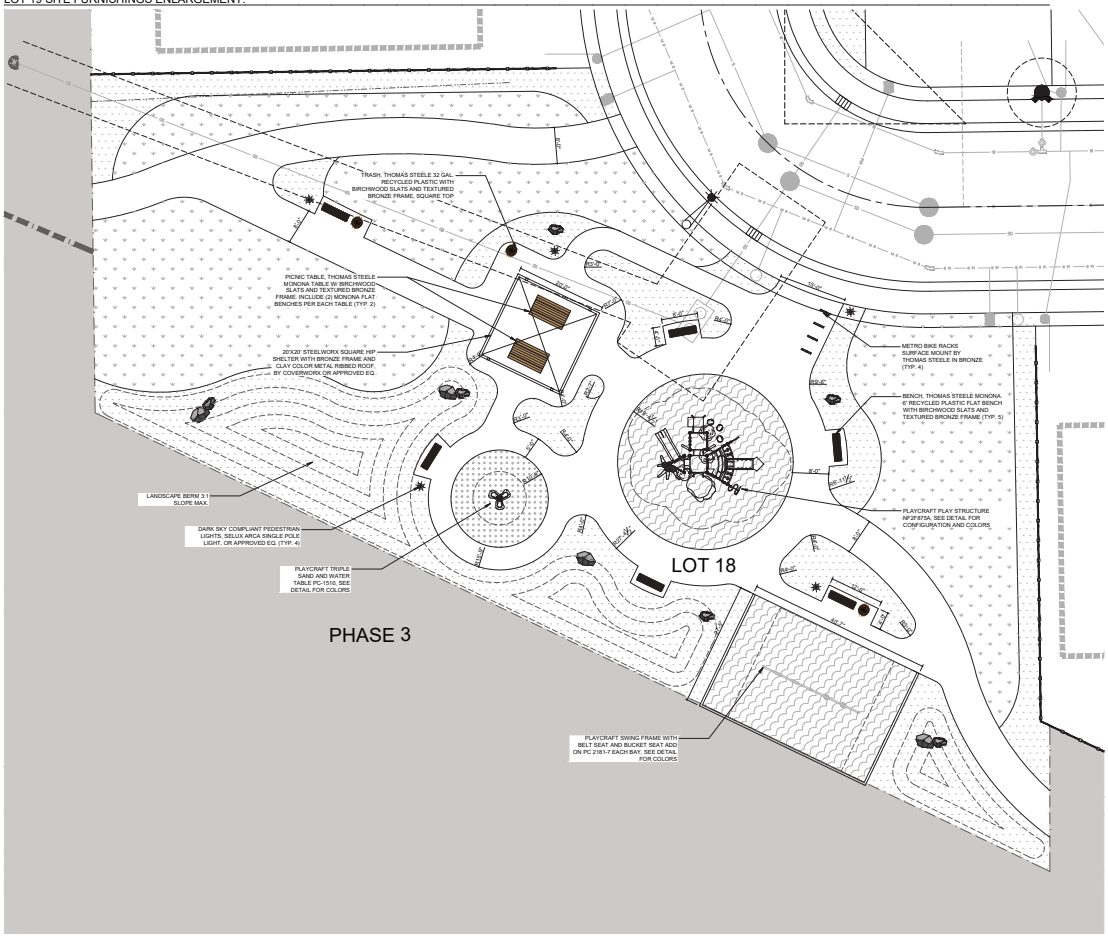
Drawing Title:

LANDSCAPE DETAILS

Drawing No:

L150

LOT 19 SITE FURNISHINGS ENLARGEMENT:



City of Caldwell
APPROVED FOR CONSTRUCTION

plantas
ARCHITECTURES

EMILY YOGES Landscape Architect
emily@plantasarch.com
208.917.7431

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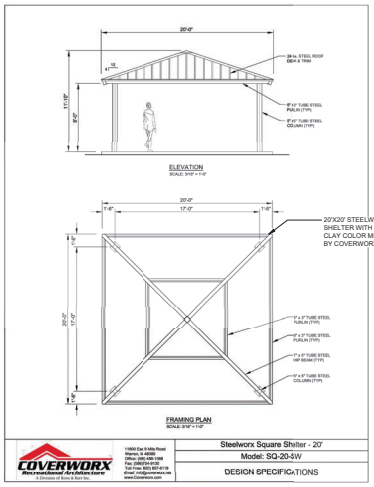
ENCLAVE SUBDIVISION
PHASE 2
CALDWELL, ID 83686

Revision Desc:	Date:	No:
City comments	7.13.26	1

Date:	07.27.26
Drawn By:	EV

Drawing Title:
PLAN ENLARGEMENT

Drawing No:
L151

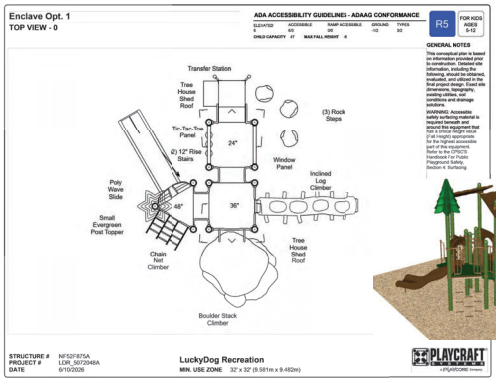


1 SHADE STRUCTURE
NTS

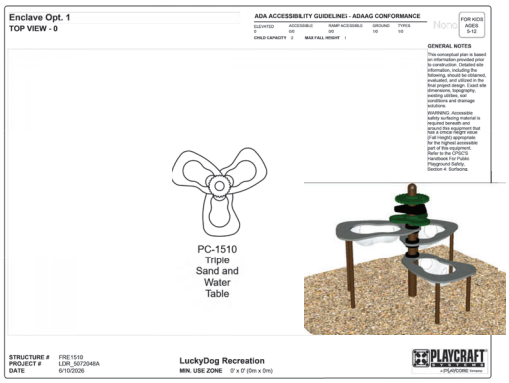
BIKE RACK - METRO RACK IN BRONZE BY THOMAS STEELE

#MET-2-SF-P

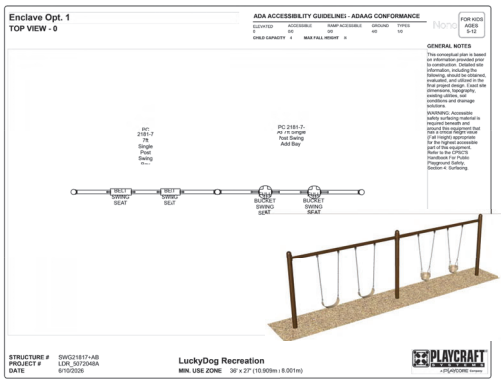
2 BIKE RACK
NTS



3 PLAYGROUND
NTS



4 TRIPLE SAND AND WATER TABLE
NTS



5 SWINGS
NTS

6 PICNIC TABLE
NTS

plantas ARCHITECTURES
EMILY YOGES Landscape Architect
emily@plantasarch.com
208.917.7431

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ENCLAVE SUBDIVISION
PHASE 2
CALDWELL, ID 83686

Revision Desc:	Date:	No:
City comments	7.13.26	1
Date:	07.27.26	
Drawn By:	EV	

Drawing Title:

LANDSCAPE DETAILS

Drawing No:

L152

QUALIFIED OPEN SPACE SUMMARY:

QUALIFIED OPEN SPACE INCLUDES:

- OPEN PARK AREAS OF AT LEAST ONE THOUSAND FIVE HUNDRED (1,500) SQUARE FEET IN SIZE.
- COMMUNITY GARDENS.
- PONDS OR WATER FEATURES.
- PLAZAS.
- ADDITIONS TO A PUBLIC PARK OR OTHER PUBLIC OPEN SPACE AREA.
- CLUBHOUSE, FITNESS FACILITIES, ENCLOSED BIKE STORAGE, PICNIC AREAS, SWIMMING POOL, PLAY AREAS, OTHER GENERAL RECREATIONAL FACILITIES.
- BUFFERS BETWEEN DIFFERING LAND USES.
- ADDITIONAL STREET LANDSCAPE BUFFER WIDTH OVER AND ABOVE THE REQUIRED STREET LANDSCAPE BUFFERING.
- MICRO PATHWAYS (PAVED OR POROUS SURFACED PORTIONS AND LANDSCAPED PORTION). (ORD. 2661, 1-7-2008)
- MAJOR PATHWAYS (PAVED OR POROUS SURFACED PORTIONS AND LANDSCAPED PORTIONS). (ORD. 2805, 11-2-2009)
- 50% OF STREET BUFFERS ALONG COLLECTORS AND ARTERIALS
- STORMWATER AREAS TO COUNT IF SUBTERRANEAN AND COVERED IN GRASS (SAND/GRAVEL PITS WOULD NOT COUNT)

QUALIFIED OPEN SPACE	AREA (SF)	AREA (ACRES)	% QUALIFIED	QUALIFIED TOTAL ACRES
LOT 19 BLOCK 4	21,707	0.50	100	0.50
LOT 25 BLOCK 4	2,916	0.07	100	0.07
LOT 33 BLOCK 4	11,133	0.26	100	0.26
LOT 21 BLOCK 5	7,811	0.17	100	0.17
LOT 25 BLOCK 7	3,228	0.07	100	0.07

TOTAL QUALIFIED OPEN SPACE PHASE 2: 46,595 SF / 1.07 ACRES OF OPEN SPACE

TOTAL QUALIFIED OPEN SPACE PHASE 2 SUMMARY:

- TOTAL GROSS DEVELOPMENT AREA PHASE 2: 286,244 SF / 6.57 ACRES
- TOTAL OPEN SPACE REQUIRED 10% = 0.65 ACRES OF R-2 ZONED AREA
- 46,595 SF / 1.07 ACRES OF QUALIFIED OPEN SPACE PROVIDED
- 16.3% OF QUALIFIED OPEN SPACE PROVIDED

100% QUALIFIED OPEN SPACE

OPEN SPACE EXHIBIT:

plantas ARCHITECTURES
EMILY YOGES Landscape Architect
emily@plantasarch.com
208.957.7431

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ENCLAVE SUBDIVISION PHASE 2

CALDWELL, ID 83686

Revision Desc:	Date:	No:
Date:	06.16.26	
Drawn By:	EV	

Drawing Title:

OPEN SPACE EXHIBIT

Drawing No:

EX1.1

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Appointment of Brad Burbank to the Planning and Zoning Commission for Term #1.

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. Mayor Appointment Recommendation of Brad Burbank
2. Brad Burbank

NEW MEMBER
Mayor Recommendation for Appointment

Please attach letter(s) of interest on the volunteer application from the interested citizen(s) concerning the open position(s).

Name of Commission or Committee: Planning & Zoning Commission

Name: Brad Burbank
Address: 15724 Revana Place
City: Caldwell **Zip:** 83607
E-mail Address: brad@roundstonewealth.com **Phone:** 208-703-6634
Term Expiration: 12/31/2029

Name: _____
Address: _____
City: _____ **Zip:** _____
E-mail Address: _____ **Phone:** _____
Term Expiration: _____

Name: _____
Address: _____
City: _____ **Zip:** _____
E-mail Address: _____ **Phone:** _____
Term Expiration: _____

Name: _____
Address: _____
City: _____ **Zip:** _____
E-mail Address: _____ **Phone:** _____
Term Expiration: _____

Brad Burbank
15724 Revana Pl
Caldwell, Idaho
208-703-6634
brad@roundstonewelath.com

City of Caldwell
Mayor and City Council
411 Blaine Street
Caldwell, ID 83605

Dear Mayor and Members of the City Council,

I am writing to express my interest in serving on the City of Caldwell Planning and Zoning Commission. As a lifelong member of this community and a graduate of Caldwell High School, I care deeply about the direction of our city and the decisions that shape its future growth.

Professionally, I am a business owner in neighboring Nampa, where I operate a financial advising and insurance practice. Over the past 13 years in business, I have built a career centered on long-term planning, risk assessment, and helping individuals make informed, sustainable decisions.

In addition to my professional experience, I have been actively involved in the Caldwell community through my service on the Caldwell Chamber of Commerce Board of Directors for the past six years, including serving as Chairman in 2025. In this role, I have worked alongside local business leaders, city officials, and community stakeholders to support economic development and strengthen the local business environment. This experience has given me valuable insight into the challenges and opportunities associated with growth in Caldwell.

Caldwell is experiencing meaningful growth, and with that comes the responsibility to ensure development is thoughtful and aligned with the community's long-term vision. I am interested in supporting decisions that preserve the character of our city while encouraging smart, sustainable development that benefits residents, businesses, and future generations.

I would love to offer my perspective, experience, and commitment to the Planning and Zoning Commission. Thank you for your time and consideration.

Sincerely,

Brad Burbank

208-703-6634 | Brad@roundstonewealth.com | Caldwell, Idaho

Objective

Dedicated community member and business owner seeking appointment to the City of Caldwell Planning and Zoning Commission. Committed to responsible growth, thoughtful land use, and long-term community development that balances economic opportunity with quality of life.

Education

Boise State University
Bachelor's Degree in Psychology & Addiction Studies | 2012

Caldwell High School
Diploma | 2006

Relevant Skills & Qualifications

- Community leadership and civic engagement
- Strategic planning and long-term decision-making
- Financial analysis and risk assessment
- Regulatory awareness and compliance
- Stakeholder communication and collaboration

Professional Experience

Owner / Financial Advisor
Nampa, Idaho
[Allegis Financial/Roundstone Wealth Management] | [2017] – Present

- Provide financial planning, investment guidance, and insurance solutions to individuals and families
- Advise clients on long-term financial strategies, risk management, and retirement planning
- Manage client relationships with a focus on trust, transparency, and ethical decision-making

Leadership & Community Involvement

- **Board of Directors Member**
  Caldwell Chamber of Commerce | 2019 – Present
- Serve on the board supporting business development and local growth in Caldwell
- Collaborate with community leaders, business owners, and city stakeholders
- Contribute to initiatives that strengthen the local economy and business climate
- **Chairman of the Board**
  Caldwell Chamber of Commerce | 2025
- Led board operations, meetings, and strategic initiatives
- Helped guide organizational priorities related to business advocacy and community development
- Worked closely with local government and stakeholders on economic and community issues

References:

Debbie Geyer 208-412-3762
Current Planning & Zoning Commissioner
City of Caldwell
Garret Nancolas 208-250-9022
Former Mayor
City of Caldwell
Travis Palmer 208-748-9445
Executive Director
Caldwell Chamber of Commerce

Application
City Council Appointed Committee/Board Positions

	Airport Advisory Board		Design Review Commission
	Audit Committee		Impact Fee Advisory Committee
	Caldwell Housing Authority		Downtown Parking Advisory Board
	Golf Course Board		Historic Preservation Commission
	Library Board of Directors		Parks & Recreation Commission
X	Planning & Zoning Commission		Senior Citizen Center Commission
	Traffic Commission		Youth Master Plan Committee
	Urban Renewal Agency Commission		Downtown Parking Advisory Board

Name: Brad Burbank

Home Address: 15724 Revana Pl Caldwell, Id 83607

Telephone: 208-703-6634 E-Mail: brad@roundstonewealth.com

Occupation: Financial Advisor

Are you a resident of Caldwell? Yes [X] No [ ]

If not, do you live in Caldwell's area of impact? Yes [ ] No [D]

Why do you want to become involved? I have served on the Chamber of Commerce Board for the last 6 years and I have lived here my whole life. I want to be involved in continuing the growth of Caldwell

Do you participate in any local service clubs or organizations? Yes [X] No [ ]

If so, please list: Caldwell Chamber of Commerce; Operation Santa:Idaho

What areas of city government are of most interest to you? I am interested in all aspects but, as someone Who grew up here and is now raising my children here, I want Caldwell to continue to be the flourishing community it has turned into.

Have you participated in any level of volunteer government in the past? Yes [ ] No [X]

If so, please list: _____

Do you understand the time commitment required to serve in this capacity? Yes [X] No [ ]

Signature: _____ Date: 3.31.2026

Please attach a resume and letter of interest with the application and return to:

City Clerk's Office, City of Caldwell, P.O. Box 1179 (205 South 6th Avenue), Caldwell, ID 83606
Email: cityclerk@cityofcaldwell.org ——— Phone: (208) 455-4502 or 455-4656

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Wolfe Field Parking lot Extension

Summary Statement:

Attached is a resolution accepting bid proposal for the construction of the 2026 Wolfe Field Parking lot Expansion located at E. Linden St. and Griffiths Pkwy. As the total cost of this project was estimated to be over $250,000.00, this project was publicly bid, meeting all State Code bidding requirements for the procurement of public works construction.

The city received 14 responsive bids, with the lowest being from Suncore Construction and Materials, Inc. in the total amount of $1,516,925.00

Recommended Action:

It is the recommendation of the Engineering Department that the Council approves the attached resolution and gives the City Engineer authorization to issue the notice of award and process all necessary contract documents for this project.

Budget: Budgeted

Cost:	$1,516,925.00
GL Account:	52-1-02-100-87500
Timeline:	Construction to begin January of 2027.
Department:	
Project Manager:	

Attachments:

1. Resolution
2. Evaluation Tabulation (2)

RESOLUTION NO._____

BE IT HEREBY RESOLVED by the Mayor and Council of the City of Caldwell, Idaho, that the Mayor and Council of said city hereby accepts a qualifying bid proposal from Suncore Construction and Materials, Inc. in the amount of one million five hundred sixteen thousand nine hundred twenty-five dollars and zero cents ($1,516,925.00), and hereby authorizes the City Engineer to issue a Notice of Award to Suncore Construction and Materials, Inc. and process all necessary contract documents for the 2026 Wolfe Field Parking lot Expansion.

PASSED BY THE CITY COUNCIL, this 8th day of September 2026.

APPROVED BY THE MAYOR, this 8th day of September 2026.

_____

Mayor

Attest: _____

Clerk

City of Caldwell
Public Works
Hallie Hart, Director
411 Blaine St, Caldwell, ID 83605

EVALUATION TABULATION

IFB No. TBD

Wolfe Field Parking Lot Expansion, 2026

RESPONSE DEADLINE: August 18, 2026 at 9:00 am

Report Generated: Wednesday, August 19, 2026

SELECTED VENDOR TOTALS

Vendor	Total
Suncore Construction and Materials, Inc.	$1,516,925.00
Toll Excavation and Septic	$1,529,549.00
Western Refinery Services	$1,594,245.00
Big Bite Inc.	$1,622,159.10
King Concrete Construction, LLC	$1,638,597.98
Owyhee Civil	$1,647,038.42
Stroth General LLC	$1,683,000.00
The Ewing Co., Inc.	$1,684,340.20
Sunnyridge Construction, LLC	$1,709,672.50
Gentry Civil Corp	$1,864,151.10

Vendor	Total
Moreno & Nelson Construction Corp	$1,985,040.00
Schreder & Brandt MFG, Inc	$2,096,526.91
Staker & Parson Companies DBA Idaho Materials & Construction	$2,113,170.00
Tapani, Inc.	$2,130,312.00

BID SCHEDULE (Table 1 of 3)

Bid Schedule					Big Bite Inc.		Gentry Civil Corp		King Concrete Construction, LLC		Moreno & Nelson Construction Corp		Owyhee Civil	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	0201.4.1.B.1	Clearing and Grubbing	1	LS	$42,930.00	$42,930.00	$61,884.24	$61,884.24	$28,500.00	$28,500.00	$75,000.00	$75,000.00	$78,133.62	$78,133.62
X	0201.4.1.D.1	Removal of Asphalt	500	SY	$45.00	$22,500.00	$28.56	$14,280.00	$11.25	$5,625.00	$30.00	$15,000.00	$13.60	$6,800.00
X	0201.4.1.D.1	Removal of Concrete	450	SY	$45.00	$20,250.00	$32.90	$14,805.00	$11.25	$5,062.50	$5.00	$2,250.00	$14.03	$6,313.50
X	1001.4.1.A.1	Sediment Control	1	LS	$19,534.00	$19,534.00	$15,750.00	$15,750.00	$15,000.00	$15,000.00	$25,000.00	$25,000.00	$15,988.00	$15,988.00
X	0202.4.1.A.1	Excavation (Plan quantities)	5700	CY	$12.00	$68,400.00	$38.31	$218,367.00	$12.00	$68,400.00	$25.15	$143,355.00	$12.29	$70,053.00

Bid Schedule					Big Bite Inc.		Gentry Civil Corp		King Concrete Construction, LLC		Moreno & Nelson Construction Corp		Owyhee Civil	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	0801.4.1.A.1	6" Minus Uncrushed Aggregate Base	2600	CY	$26.80	$69,680.00	$24.65	$64,090.00	$22.00	$57,200.00	$45.00	$117,000.00	$42.96	$111,696.00
X	0802.4.1.A.1	Crushed Aggregate for Base Type:3/4" (Type 1)	1500	CY	$29.25	$43,875.00	$62.31	$93,465.00	$28.00	$42,000.00	$51.50	$77,250.00	$74.08	$111,120.00
X	0810.4.1.A.2	Plant Mix Pavement, SP-3 (2.5" thick)	11500	SY	$16.15	$185,725.00	$15.01	$172,615.00	$16.15	$185,725.00	$17.00	$195,500.00	$15.40	$177,100.00
X	0706.4.1.A.3	6-inch Vertical Curb (no gutter)	1700	LF	$41.00	$69,700.00	$38.92	$66,164.00	$35.00	$59,500.00	$28.00	$47,600.00	$39.78	$67,626.00
X	0706.4.1.A.5	Standard 6-inch Vertical Curb and Gutter	2800	LF	$41.00	$114,800.00	$48.30	$135,240.00	$37.00	$103,600.00	$33.00	$92,400.00	$34.41	$96,348.00
X	0706.4.1.B.3	Concrete Valley Gutters	2500	SF	$21.10	$52,750.00	$18.90	$47,250.00	$22.00	$55,000.00	$17.50	$43,750.00	$13.78	$34,450.00
X	0706.4.1.E.1	Concrete Sidewalks, thickness:4"	800	SY	$50.20	$40,160.00	$7.35	$5,880.00	$72.00	$57,600.00	$75.00	$60,000.00	$80.75	$64,600.00
X	0706.4.1.H.1	Pedestrian Ramp w/ Detectable Warning Domes, Type X	15	EA	$2,250.00	$33,750.00	$2,625.00	$39,375.00	$3,500.00	$52,500.00	$2,500.00	$37,500.00	$2,365.00	$35,475.00

Bid Schedule					Big Bite Inc.		Gentry Civil Corp		King Concrete Construction, LLC		Moreno & Nelson Construction Corp		Owyhee Civil	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	0601.4.1.A.17	12" Storm Drain / Culvert /Gravity Irrigation Pipe, Corrugated Polyethylene (CPP), Type S	700	LF	$28.00	$19,600.00	$60.22	$42,154.00	$34.30	$24,010.00	$65.00	$45,500.00	$79.33	$55,531.00
X	0602.4.1.E.1	48" Storm Drain or Gravity Irrigation Catch Manhole	10	EA	$4,400.00	$44,000.00	$5,219.87	$52,198.70	$3,493.60	$34,936.00	$7,500.00	$75,000.00	$3,785.63	$37,856.30
X	0207.4.1.D.1	Other Structural Controls (Oil/Water Seperator)	2	EA	$7,275.00	$14,550.00	$10,746.36	$21,492.72	$7,092.44	$14,184.88	$12,500.00	$25,000.00	$6,865.23	$13,730.46
X	0207.4.1.B.1	Infiltration Facilities (Infiltration Trench)	210	LF	$548.31	$115,145.10	$530.98	$111,505.80	$105.00	$22,050.00	$600.00	$126,000.00	$519.26	$109,044.60
X	1102.4.1.H.1	Illumination System	1	LS	$324,060.00	$324,060.00	$297,398.00	$297,398.00	$458,800.00	$458,800.00	$330,000.00	$330,000.00	$318,168.00	$318,168.00
X	1104.4.1.A.1	Pavement Line Paint or Painted Pavement Markings	1500	SF	$8.25	$12,375.00	$16.67	$25,005.00	$5.00	$7,500.00	$1.29	$1,935.00	$8.00	$12,000.00
X	2010.4.1.A.1	Mobilization	1	LS	$117,300.00	$117,300.00	$100,000.00	$100,000.00	$97,824.60	$97,824.60	$195,000.00	$195,000.00	$11,000.00	$11,000.00
X	0	Landscaping/Irrigation	1	LS	$174,950.00	$174,950.00	$232,379.24	$232,379.24	$230,000.00	$230,000.00	$230,000.00	$230,000.00	$203,434.94	$203,434.94
X	0	Survey	1	LS	$16,125.00	$16,125.00	$32,852.40	$32,852.40	$13,580.00	$13,580.00	$25,000.00	$25,000.00	$10,570.00	$10,570.00

Bid Schedule					Big Bite Inc.		Gentry Civil Corp		King Concrete Construction, LLC		Moreno & Nelson Construction Corp		Owyhee Civil	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
Total						$1,622,159.10		$1,864,151.10		$1,638,597.98		$1,985,040.00		$1,647,038.42

BID SCHEDULE (Table 2 of 3)

Bid Schedule					Schreder & Brandt MFG, Inc		Staker & Parson Companies DBA Idaho Materials & Construction		Stroth General LLC		Suncore Construction and Materials, Inc.		Sunnyridge Construction, LLC	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	0201.4.1.B.1	Clearing and Grubbing	1	LS	$90,900.00	$90,900.00	$65,000.00	$65,000.00	$40,000.00	$40,000.00	$8,830.00	$8,830.00	$29,350.00	$29,350.00
X	0201.4.1.D.1	Removal of Asphalt	500	SY	$9.20	$4,600.00	$10.00	$5,000.00	$8.00	$4,000.00	$7.60	$3,800.00	$5.70	$2,850.00
X	0201.4.1.D.1	Removal of Concrete	450	SY	$13.84	$6,228.00	$15.00	$6,750.00	$15.00	$6,750.00	$17.50	$7,875.00	$17.50	$7,875.00
X	1001.4.1.A.1	Sediment Control	1	LS	$27,891.68	$27,891.68	$15,000.00	$15,000.00	$20,000.00	$20,000.00	$8,220.00	$8,220.00	$17,270.00	$17,270.00
X	0202.4.1.A.1	Excavation (Plan quantities)	5700	CY	$30.22	$172,254.00	$39.00	$222,300.00	$12.00	$68,400.00	$12.00	$68,400.00	$17.50	$99,750.00
X	0801.4.1.A.1	6" Minus Uncrushed Aggregate Base	2600	CY	$62.63	$162,838.00	$50.00	$130,000.00	$33.00	$85,800.00	$29.00	$75,400.00	$39.70	$103,220.00
X	0802.4.1.A.1	Crushed Aggregate for Base Type:3/4" (Type 1)	1500	CY	$102.75	$154,125.00	$80.00	$120,000.00	$40.00	$60,000.00	$51.50	$77,250.00	$80.00	$120,000.00

Bid Schedule					Schreder & Brandt MFG, Inc		Staker & Parson Companies DBA Idaho Materials & Construction		Stroth General LLC		Suncore Construction and Materials, Inc.		Sunnyridge Construction, LLC	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	0810.4.1.A.2	Plant Mix Pavement, SP-3 (2.5" thick)	11500	SY	$15.80	$181,700.00	$25.00	$287,500.00	$18.00	$207,000.00	$14.00	$161,000.00	$15.25	$175,375.00
X	0706.4.1.A.3	6-inch Vertical Curb (no gutter)	1700	LF	$44.32	$75,344.00	$34.00	$57,800.00	$36.00	$61,200.00	$38.00	$64,600.00	$27.00	$45,900.00
X	0706.4.1.A.5	Standard 6-inch Vertical Curb and Gutter	2800	LF	$43.00	$120,400.00	$34.00	$95,200.00	$32.00	$89,600.00	$38.00	$106,400.00	$27.00	$75,600.00
X	0706.4.1.B.3	Concrete Valley Gutters	2500	SF	$27.45	$68,625.00	$22.00	$55,000.00	$16.00	$40,000.00	$14.00	$35,000.00	$12.80	$32,000.00
X	0706.4.1.E.1	Concrete Sidewalks, thickness:4"	800	SY	$105.00	$84,000.00	$81.00	$64,800.00	$75.00	$60,000.00	$72.00	$57,600.00	$72.30	$57,840.00
X	0706.4.1.H.1	Pedestrian Ramp w/ Detectable Warning Domes, Type X	15	EA	$4,484.00	$67,260.00	$3,218.00	$48,270.00	$1,800.00	$27,000.00	$1,050.00	$15,750.00	$1,200.00	$18,000.00
X	0601.4.1.A.17	12" Storm Drain / Culvert /Gravity Irrigation Pipe, Corrugated Polyethylene (CPP), Type S	700	LF	$88.50	$61,950.00	$52.00	$36,400.00	$55.00	$38,500.00	$52.50	$36,750.00	$63.00	$44,100.00
X	0602.4.1.E.1	48" Storm Drain or Gravity Irrigation Catch Manhole	10	EA	$6,914.00	$69,140.00	$4,900.00	$49,000.00	$4,500.00	$45,000.00	$6,730.00	$67,300.00	$4,545.00	$45,450.00

Bid Schedule					Schreder & Brandt MFG, Inc		Staker & Parson Companies DBA Idaho Materials & Construction		Stroth General LLC		Suncore Construction and Materials, Inc.		Sunnyridge Construction, LLC	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	0207.4.1.D.1	Other Structural Controls (Oil/Water Seperator)	2	EA	$12,500.00	$25,000.00	$8,800.00	$17,600.00	$10,000.00	$20,000.00	$15,300.00	$30,600.00	$7,745.00	$15,490.00
X	0207.4.1.B.1	Infiltration Facilities (Infiltration Trench)	210	LF	$1,078.00	$226,380.00	$550.00	$115,500.00	$475.00	$99,750.00	$510.00	$107,100.00	$621.25	$130,462.50
X	1102.4.1.H.1	Illumination System	1	LS	$342,007.00	$342,007.00	$320,000.00	$320,000.00	$375,000.00	$375,000.00	$350,000.00	$350,000.00	$346,295.00	$346,295.00
X	1104.4.1.A.1	Pavement Line Paint or Painted Pavement Markings	1500	SF	$3.00	$4,500.00	$3.00	$4,500.00	$10.00	$15,000.00	$5.90	$8,850.00	$5.00	$7,500.00
X	2010.4.1.A.1	Mobilization	1	LS	$62,000.00	$62,000.00	$180,000.00	$180,000.00	$55,000.00	$55,000.00	$45,000.00	$45,000.00	$67,000.00	$67,000.00
X	0	Landscaping/Irrigation	1	LS	$81,884.23	$81,884.23	$200,000.00	$200,000.00	$250,000.00	$250,000.00	$164,000.00	$164,000.00	$252,320.00	$252,320.00
X	0	Survey	1	LS	$7,500.00	$7,500.00	$17,550.00	$17,550.00	$15,000.00	$15,000.00	$17,200.00	$17,200.00	$16,025.00	$16,025.00
Total						$2,096,526.91		$2,113,170.00		$1,683,000.00		$1,516,925.00		$1,709,672.50

BID SCHEDULE (Table 3 of 3)

Bid Schedule					Tapani, Inc.		The Ewing Co., Inc.		Toll Excavation and Septic		Western Refinery Services	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	0201.4.1.B.1	Clearing and Grubbing	1	LS	$62,900.00	$62,900.00	$51,131.00	$51,131.00	$74,000.00	$74,000.00	$6,880.00	$6,880.00

Bid Schedule					Tapani, Inc.		The Ewing Co., Inc.		Toll Excavation and Septic		Western Refinery Services	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	0201.4.1.D.1	Removal of Asphalt	500	SY	$6.50	$3,250.00	$6.74	$3,370.00	$10.00	$5,000.00	$10.00	$5,000.00
X	0201.4.1.D.1	Removal of Concrete	450	SY	$18.00	$8,100.00	$13.49	$6,070.50	$12.00	$5,400.00	$18.00	$8,100.00
X	1001.4.1.A.1	Sediment Control	1	LS	$48,612.00	$48,612.00	$16,766.00	$16,766.00	$5,000.00	$5,000.00	$17,346.00	$17,346.00
X	0202.4.1.A.1	Excavation (Plan quantities)	5700	CY	$25.00	$142,500.00	$11.24	$64,068.00	$27.78	$158,346.00	$23.00	$131,100.00
X	0801.4.1.A.1	6" Minus Uncrushed Aggregate Base	2600	CY	$50.50	$131,300.00	$34.84	$90,584.00	$27.98	$72,748.00	$53.00	$137,800.00
X	0802.4.1.A.1	Crushed Aggregate for Base Type:3/4" (Type 1)	1500	CY	$84.50	$126,750.00	$42.42	$63,630.00	$39.78	$59,670.00	$77.00	$115,500.00
X	0810.4.1.A.2	Plant Mix Pavement, SP-3 (2.5" thick)	11500	SY	$13.75	$158,125.00	$15.84	$182,160.00	$13.25	$152,375.00	$13.50	$155,250.00
X	0706.4.1.A.3	6-inch Vertical Curb (no gutter)	1700	LF	$35.50	$60,350.00	$48.88	$83,096.00	$12.42	$21,114.00	$27.50	$46,750.00
X	0706.4.1.A.5	Standard 6-inch Vertical Curb and Gutter	2800	LF	$36.00	$100,800.00	$53.42	$149,576.00	$19.25	$53,900.00	$24.50	$68,600.00
X	0706.4.1.B.3	Concrete Valley Gutters	2500	SF	$13.50	$33,750.00	$16.86	$42,150.00	$14.73	$36,825.00	$11.00	$27,500.00
X	0706.4.1.E.1	Concrete Sidewalks, thickness:4"	800	SY	$84.00	$67,200.00	$77.82	$62,256.00	$55.00	$44,000.00	$56.25	$45,000.00
X	0706.4.1.H.1	Pedestrian Ramp w/ Detectable Warning Domes, Type X	15	EA	$1,750.00	$26,250.00	$1,798.00	$26,970.00	$1,380.00	$20,700.00	$1,550.00	$23,250.00

Bid Schedule					Tapani, Inc.		The Ewing Co., Inc.		Toll Excavation and Septic		Western Refinery Services	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	0601.4.1.A.17	12" Storm Drain / Culvert /Gravity Irrigation Pipe, Corrugated Polyethylene (CPP), Type S	700	LF	$87.50	$61,250.00	$59.56	$41,692.00	$35.18	$24,626.00	$112.00	$78,400.00
X	0602.4.1.E.1	48" Storm Drain or Gravity Irrigation Catch Manhole	10	EA	$9,000.00	$90,000.00	$4,489.40	$44,894.00	$2,830.00	$28,300.00	$7,799.00	$77,990.00
X	0207.4.1.D.1	Other Structural Controls (Oil/Water Seperator)	2	EA	$13,400.00	$26,800.00	$7,714.00	$15,428.00	$8,500.00	$17,000.00	$12,151.00	$24,302.00
X	0207.4.1.B.1	Infiltration Facilities (Infiltration Trench)	210	LF	$1,000.00	$210,000.00	$500.07	$105,014.70	$339.50	$71,295.00	$732.00	$153,720.00
X	1102.4.1.H.1	Illumination System	1	LS	$400,000.00	$400,000.00	$294,472.00	$294,472.00	$407,500.00	$407,500.00	$250,000.00	$250,000.00
X	1104.4.1.A.1	Pavement Line Paint or Painted Pavement Markings	1500	SF	$4.25	$6,375.00	$5.39	$8,085.00	$8.50	$12,750.00	$5.00	$7,500.00
X	2010.4.1.A.1	Mobilization	1	LS	$105,000.00	$105,000.00	$143,992.00	$143,992.00	$70,000.00	$70,000.00	$79,000.00	$79,000.00
X	0	Landscaping/Irrigation	1	LS	$210,000.00	$210,000.00	$173,200.00	$173,200.00	$172,000.00	$172,000.00	$118,000.00	$118,000.00
X	0	Survey	1	LS	$51,000.00	$51,000.00	$15,735.00	$15,735.00	$17,000.00	$17,000.00	$17,257.00	$17,257.00
Total						$2,130,312.00		$1,684,340.20		$1,529,549.00		$1,594,245.00

Regular **Item:** 18.

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Idaho State Grant match award. Project Description: Rehab Taxiway C (phase 1 design); FS Program Number: F26IEUL, Project Number: AIP042

Summary Statement:

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

Project Description: Rehab Taxiway C (phase 1 design)
FS Program Number: F26IEUL
Project Number: AIP042
Amount: $4,290.92

Recommended Action:

Approved

Budget: Budgeted
Finance Review

Cost: 4,290.62
GL Account: 06-8-24-905-87500
Timeline: FY2026-FY2027
Department:
Project Manager:

Attachments:

1. AIP42 03SEPT26_STATE AERO IIJA GRANT AGREEMENT_Caldell_KEUL
2. MEMORANDUM_STATE_AIP42_03SEPT26
3. Resolution For State GRANT AWARD AIP42 03SEPT26

GRANT AGREEMENT

IDAHO AIRPORT AID PROGRAM STATE FISCAL YEAR-27

TO: City of Caldwell, Idaho
(Hereinafter referred to as the "SPONSOR")

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

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

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

Project Description: Rehab Taxiway C (phase 1 design)
FS Program Number: F26IEUL
Project Number: AIP042

NOW THEREFORE, for carrying out the provisions of the Uniform State Aeronautics Department Act; Title 21 of the Idaho Code, as amended, and in consideration of the SPONSOR acceptance of this offer, as hereinafter provided, the STATE hereby agrees to pay, as its share of the costs incurred in accomplishing the project, not more than 2.5% of allowable project costs.

This Grant incorporates the following terms and conditions:

A. The STATE affirms that:

1. The maximum obligation of the STATE payable under this Grant shall be $4,290.92.

2. This grant expires on June 30, 2030 and the STATE shall have no further obligation after that date.

B. The SPONSOR shall:

1. Certify the availability of at least $4,290.92 to match STATE participation in said project.

2. The Airport Sponsor agrees to comply with the regulations relative to non-discrimination in State assisted programs of the Idaho Transportation Department.

3. Diligently and expeditiously complete this project by June 30, 2030 and likewise pursue appropriate measures as may be agreed upon by the SPONSOR and the STATE to remedy project delays, including but not limited to litigation or condemnation.

4. Carry out and complete the project in accordance with the plans, specifications, and property map, incorporated herein, as they may be revised or modified, with approval of the STATE.

5. Competitively bid all contracts for construction involved in this project in accordance with bidding procedures outlined in Idaho Statute Title 67, Chapter 28 of the Idaho Code and Title 2 CFR part 200 and provide solicitation documentation to the STATE.

6. In connection with the acquisition of real property for the project, secure at least two written appraisals by licensed appraisers and not pay in excess of the highest appraisal without the written consent of the STATE or except as directed by a court of competent jurisdiction after a contested trial and a judgment not resulting from agreement between the parties.

7. No State funds will be paid to the SPONSOR in any case until it certifies in writing that it has funds available and will spend at least the amount designated for this project in the Grant Agreement, solely for the project in question.

8. The SPONSOR agrees to hold said airport open to the flying public for the useful life of the facilities developed under this project.

9. The SPONSOR shall grant no exclusive use or operating agreements, to any person, company, or corporation for the use of the airport by any person providing or intending to provide aeronautical services to the public. Failure to abide by such agreement shall automatically obligate the immediate and full return of all State of Idaho money expended on behalf of the project to the State of Idaho.

10. Agrees to fulfill the FAA assurances applicable to this project and follow the requirements in 49 USC 471 Airport Development. (Only applies to FAA funded projects)

11. Agrees to follow and include applicable FAA required contract terms to any associated contracts granted in association with this grant. (Only applies to FAA funded projects)

12. Such allocation agreement shall become effective upon the SPONSOR acceptance of this offer and shall remain in full force and effect throughout the useful life of the facilities developed under the project but in any event not to exceed twenty (20) years from the date of acceptance.

13. Said offer and acceptance shall comprise allocation agreement, constituting the obligation and rights of the State of Idaho and the SPONSOR with respect to the accomplishment of the project and the operation and the maintenance of the airport.

14. SPONSOR must develop the airport in accordance with current design standards as set forth by the FAA for airport receiving FAA funding or by the Division of Aeronautics for non-federally funded airports.

15. SPONSOR cannot allow any activity or action on the airport that would interfere with its use for airport purposes.

16. SPONSOR must allow all types, kinds, and classes of aeronautical activities use the airport. This includes such activities as parachute jumping and ultralight vehicles. One possible reason for not allowing an aeronautical activity on the airport is if it cannot be conducted safely. The final safety determination is the responsibility of the Idaho Division of Aeronautics. FAA funded airports shall abide by FAA guidance as depicted in the FAA grant assurance 22.

17. SPONSOR must allow people to service their own aircraft according to all applicable Federal Aviation Regulations (FARs). IDAPA 39.04.01

18. All revenue generated on the airport by the Sponsor will be used for airport purposes only.

19. SPONSOR should have a master plan or an airport or heliport layout plan to be eligible for participation in the allocation program. The plan must be accepted by the Division of Aeronautics. IDAPA 39.04.01

20. SPONSOR will have proof of ownership or lease of all land upon which any project is proposed in order to protect the investment of public funds.

21. SPONSOR will maintain a fee and rental structure for services and facilities at the airport, which will make the airport as self-sustaining as possible taking into, account such factors as the volume of traffic and economy of collection. The Division of Aeronautics can provide assistance with establishing the structure base.

22. **AIRPORT DEVELOPMENT GRANT ELIGIBILITY. Airport development grants shall not be allocated to airports in violation of the Policy on the Non-Aeronautical Use of Airport Hangars, 81 F.R. 38906. Compliance with the federalregulation will be confirmed by the airport sponsor and reported to the Idaho Transportation Department prior to distribution of funds. (S.B. 7/2025)**

23. SPONSOR is required to make selection for professional engineering or construction management pursuant to Idaho Code Title 54 and will provide evidence of based selection to the Division of Aeronautics. Idaho Code 67-2320

24. SPONSOR will have compatible land use and height zoning for the airport to prevent incompatible land uses and the creation or establishment of structures or objects of natural growth, which would constitute hazards or obstructions to aircraft operating to, from, on, or in the vicinity of the subject airport. Idaho Statute 67-6508q

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

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

E. This offer shall expire and the STATE shall not be obligated to pay any part of the costs of the project unless the final agreement has been accepted by the SPONSOR on or before 5/30/2026 or such subsequent date as may be prescribed in writing by the STATE.

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

F. Inspection Schedule and Reporting System:

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

1. SPONSOR shall report project commencement date.

2. SPONSOR shall make quarterly reports during construction.

3. SPONSOR shall receive approval prior to any change in the scope of the project.

4. SPONSOR shall report project completion date and request final inspection and payment.

5. STATE may participate in the final inspection and shall sign off the project as completed.

6. STATE may arrange for audit of account in accordance with regularly scheduled audit program.

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

STATE OF IDAHO, ITD
Division of Aeronautics

By: _____
Thomas Mahoney, Administrator **ACCEPTANCE**

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

Executed this _____ day of _____, 2026.

By: _____
Eric Phillips, Mayor
City of Caldwell

ATTEST:

Debbie Geyer, City Clerk

I, Kristina Buchan, City Clerk do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. _____ adopted at a regular meeting of the City Council held on the _____ day of _____, 2026, and that the same is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and impressed the official seal of the City, this _____ day of _____, 2026.

_____
Kristina Buchan, City Clerk

City Resolution

Exact from the minutes of a regular meeting of
the City Council of City of Caldwell, Idaho
Held on 8th September 2026.

Councilman _____, introduced the following Resolution, was read in full, considered, and adopted:

Resolution number _____ of City of Caldwell, Idaho accepting the Grant Offer of the State of Idaho through the Idaho Transportation Department, Division of Aeronautics, in the maximum amount of $4,290.92 to be used under the Idaho Airport Aid Program, FS Program number: F26IEUL, Project number: AIP042 in the development of the Caldwell Industrial Airport; and

Be it resolved by the Mayor and City Council of City of Caldwell, Idaho (herein referred to as the City as follows:

Sec. 1. That the City shall accept the Grant Offer of the State of Idaho in the amount of $4,290.92, for the purpose of obtaining State Aid under FS Program Number: F26IEUL, Project Number: AIP042 in the development of the Caldwell Industrial Airport; and

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

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

Passed by the City Council and approved by the Mayor this _____ day of _____, 2026.

_____
Eric Phillips, Mayor

ATTEST:

Kristina Buchan, City Clerk

CERTIFICATE

I, Kristina Buchan, City Clerk do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. _____ adopted at a regular meeting of the City Council held on the _____ day of _____, 2026, and that the same is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and impressed the official seal of the City, this _____ day of _____, 2026.

_____
Kristina Buchan, City Clerk

MEMORANDUM

TO: Caldwell City Council

Meeting Date 08 September, 20 26

AGENDA ITEM INFORMATION

SUBJECT:

Acceptance for AIP42 project performing engineering and design requirements for the Rehab of Taxi lane Charlie on Caldwell Executive Airport.

COST IMPACT: $4,290.92

FUNDING SOURCE: AIP State Grant Funding

TIMELINE:

FINANCE REVIEW: ☐ ***BUDGETED:*** ☑ ***NOT BUDGETED:*** ☐

Department Submittals	*X to mark*	*Initials*
Building Department		
CDBG		
Clerk		
City Attorney		
Finance Department	X	
Human Resources		
Planning & Zoning		
Fire Department		
Police Department		
Public Works		
Street Department		
Water Department		
WWTP		
Engineering		
Mapping		
Parks and Recreation		
Airport	X	SS
Information Systems		
Golf Course		
OTHER:		

SUMMARY STATEMENT:

A. The STATE affirms that:

The maximum obligation of the STATE payable under this Grant shall be $4,290.92.

This grant expires on June 30, 2030 and the STATE shall have no further obligation after that date.

B. The SPONSOR shall:

Certify the availability of at least $4,290.92 to match STATE participation in said project.

The Airport Sponsor agrees to comply with the regulations relative to non-discrimination in State assisted programs of the Idaho Transportation Department.

RECOMMENDED ACTION:

Approve

RESOLUTION NO. _____

APPROVE RESOLUTION ACCEPTING THE GRANT AWARD FROM Idaho Department of Aeronautics. IN THE AMOUNT OF $4,290.92

THEREFORE BE IT HEREBY RESOLVED by the Mayor and Council of the City of Caldwell, Idaho, that the Caldwell City Council accepts the grant award as hereto attached.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho on this 8th day of September 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho on this 8th day of September 2026.

Approved,

By _____
Eric Phillips, Mayor

ATTEST:

By _____
Kristina Buchan, City Clerk

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Dedication of Sewer, Water, Pressure Irrigation, Storm Drain and Street Light Facilities in the Valencia Village Subdivision, Phase No. 2.

Summary Statement:

In accordance with the requirement that sewer, water, pressure irrigation and street light improvements, along with certain storm drain conveyance facilities in the Valencia Village Subdivision, Phase No. 2 development be public facilities, the developer has requested the dedication of these facilities to the City of Caldwell. Attached to this memorandum are the following documents.

A. Letter from Challenger Development, INC., requesting the dedication of sewer, water, pressure irrigation, storm drain and street light facilities in the Valencia Village Subdivision, Phase No. 2.
B. An Engineer's certificate from Bailey Engineering, INC affirming that the facilities were constructed according to approved plans.
C. Letter from the City of Caldwell to the State Division of Environmental Quality indicating the City's approval of proposed improvement plans.

Also attached to this memorandum is a proposed resolution of City Council accepting the dedication of certain facilities to the city

Recommended Action:

It is the recommendation of the Engineering Department that the Council favorably consider this request for dedication of the facilities and approve the resolution as submitted.

Budget:

Cost:
GL Account:
Timeline:
Department:

Project Manager:

Attachments:

1. Dedication Memo and Resolution Valencia Village 2 Subdivision
2. 1. Dedication request Valencia Village 2
3. 4. Valencia Village 2 Caldwell Engineers Certificate Stamped 20260722
4. 3. QLPE Valencia village 2

MEMORANDUM

TO: Caldwell City Council

Meeting Date: September 8, 2026

AGENDA ITEM INFORMATION

SUBJECT:

Dedication of Sewer, Water, Pressure Irrigation, Storm Drain and Street Light Facilities in the Valencia Village Subdivision, Phase No. 2.

Department Submittals	*X to mark*	*Initials*
Building Department		
CDBG		
Clerk		
City Attorney		
Finance Department		
Human Resources		
Planning & Zoning		
Fire Department		
Police Department		
Public Works		
Street Department		
Water Department		
WWTP		
Engineering	X	JL
Mapping		
Parks and Recreation		
Airport		
Information Systems		
Golf Course		
OTHER:		

COST IMPACT:	$0.00
FUNDING SOURCE:	
TIMELINE:	

Finance Review ☐ ***Budgeted*** ☐ ***Not Budgeted*** ☐

SUMMARY STATEMENT:

In accordance with the requirement that sewer, water, pressure irrigation and street light improvements, along with certain storm drain conveyance facilities in the Valencia Village Subdivision, Phase No. 2 development be public facilities, the developer has requested the dedication of these facilities to the City of Caldwell. Attached to this memorandum are the following documents.

A. Letter from Challenger Development, INC., requesting the dedication of sewer, water, pressure irrigation, storm drain and street light facilities in the Valencia Village Subdivision, Phase No. 2.
B. An Engineer's certificate from Bailey Engineering, INC affirming that the facilities were constructed according to approved plans.
C. Letter from the City of Caldwell to the State Division of Environmental Quality indicating the City's approval of proposed improvement plans.

Also attached to this memorandum is a proposed resolution of City Council accepting the dedication of certain facilities to the city

RECOMMENDED ACTION:

It is the recommendation of the Engineering Department that the Council favorably consider this request for dedication of the facilities and approve the resolution as submitted.

RESOLUTION NO. _____

A RESOLUTION BY THE CITY OF CALDWELL, IDAHO ACCEPTING DEDICATION OF SEWER MAIN, WATER MAIN, PRESSURE IRRIGATION MAIN LINES, STREET LIGHTS AND CERTAIN STORM DRAIN CONVEYANCE FACILITIES IN THE VALENCIA VILLAGE SUBDIVISION, PHASE NO. 2 DEVELOPMENT TO SAID CITY BY CHALLENGER DEVELOPMENT, INC. IN ACCORDANCE WITH PROCEDURES ESTABLISHED IN CITY RESOLUTION NO. 4-94

Be It Resolved that the City of Caldwell, Idaho hereby accepts from Challenger Development, INC., the dedication of sewer main lines, water main lines, pressure irrigation main lines, storm drain lines and streetlights within the Valencia Village Subdivision, Phase No. 2 and which facilities include the following appurtenances exclusively of service lines:

DESCRIPTION

Valencia Village Subdivision Phase No. 2

1. 65 LF 6" Water Main
2. 1906 LF 8" Water Main
3. 5 EA 6" Water Valves
4. 9 EA 8" Water Valves
5. 7 EA Single Water Meters
6. 21 EA Double Water Meters
7. 5 EA Fire Hydrants
8. 66 EA Pressure Irrigation Services
9. 1115 LF 6" Pressure Irrigation Main
10. 8 EA 6" Pressure Irrigation Valves
11. 896 LF 4" Pressure Irrigation Main
12. 1 EA 4" Pressure Irrigation Valve
13. 1407 LF 8" Sewer Main
14. 13 EA 48" Sewer Manhole
15. 185 LF 12" Storm Drain Main
16. 285 LF 18" Storm Drain Main
17. 8 EA Street Lights
18. 10 EA Storm Drain Manhole

Be It Also Resolved That the City of Caldwell's acceptance of said facilities is subject to cancellation if said improvements are found to be defective. Said improvements are considered to be defective if it is found that construction is not in accordance with Idaho Standards for Public Works Construction (2015) and City of Caldwell Supplemental Specifications. This cancellation will occur if said lines are determined defective within two years after the effective date of this resolution and Challenger Development, INC. or their assigns do not correct the defective work.

The Clerk of the City of Caldwell is hereby directed to submit this resolution to the County recorder of Canyon County, Idaho for recordation, and that a copy of said recorded document be forwarded by the City Clerk to the Engineering Department of said City of Caldwell for preservation in an index of Dedications.

PASSED BY COUNCIL of the City of Caldwell, Idaho, this the 8th day of September 2026

APPROVED BY THE MAYOR of the City of Caldwell, Idaho, this the 8th day of September 2026

Approved By:

_____

Eric Phillips, Mayor

Attest:

_____

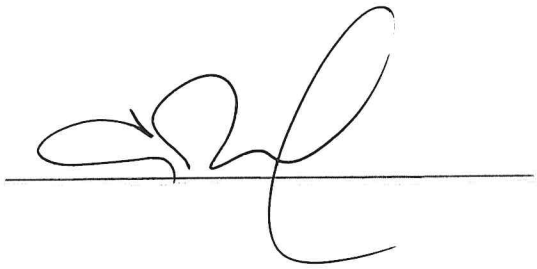
Kristina Buchan, City Clerk

Challenger Development, Inc.

1977 E. Overland Road
Meridian, ID 83642

February 13, 2026

I, Corey Barton, as Member of Challenger Development Inc., and developer of Valencia Village 2, hereby request that the City of Caldwell accept dedication of all public utilities located in this development.



JAROM WAGONER
Mayor

208.455.3011
(f) 208.455.3003

City Hall
205 South 6th Ave.
Caldwell, Idaho 83605

Post Office Box
P.O. Box 1179
Caldwell, Idaho 83606

For a list of the City Council members, visit:
Website
www.cityofcaldwell.org

CITY OF
Caldwell, Idaho

ENGINEER'S CERTIFICATION FORM

(City of Caldwell)

Valencia Village Subdivision No. 2

Name of Subdivision

Trilogy Development

Developer

Jonah Duncan, P.E.

Engineer of Record

I hereby certify the following:

1. Trench backfill compaction testing was performed per ISPWC 2015.
2. Construction was performed substantially to the lines and grades shown in the approved plans or as approved by the City Engineer.
3. Based on tests performed, the asphalt pavement meets the standards of ISPWC 2015.
4. Survey points indicated on the final plat are in place as of the date of this certification.
5. An electronic copy of the approved record drawings have been submitted to the city.

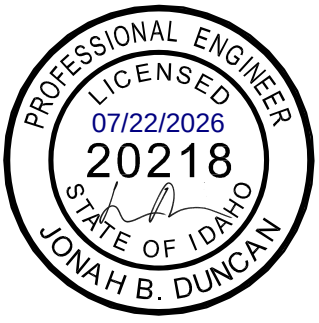
Any of the above items which cannot be fully certified are explained on a separate sheet of paper and attached hereto and stamped by the Engineer of Record.

Signature of Engineer / Representative

07/22/2026

Date

Engineers Stamp



State of Idaho
Department of Environmental Quality
1410 North Hilton • Boise, Idaho 83706 • (208) 373-0502

QUALIFIED LICENSED PROFESSIONAL ENGINEER (QLPE) REVIEW AND APPROVAL CHECKLIST

About this form

- This checklist is optional to use and is guidance from DEQ to qualified licensed professional engineers (QLPE). This checklist describes the required elements of a QLPE project transmittal letter and is intended to assist DEQ in the tracking of drinking water and wastewater projects, as well as assist the QLPE in reviewing and approving certain types of Plans and Specifications.
- This checklist should be filled out by the qualified licensed professional engineer (QLPE) when the QLPE is reviewing and approving a project for construction under Idaho Code § 39-118(2)(d). If the project requires DEQ approval prior to construction, the QLPE shall direct the Design Engineer to submit the plans and specifications through the normal DEQ review process.
- This checklist may be used in place of a transmittal letter from the QLPE.
- This and other design checklists are available at any DEQ regional office or online at http://www.deq.state.id.us/water/assist_business/engineers/checklists.cfm.
- **The other checklists include additional information about submitting a package of plans and specifications for DEQ review.**

I. GENERAL PROJECT INFORMATION

1 Project Name: Valencia Village Subdivision No. 2

2 Approving Authority*: City of Caldwell

3 Qualified Licensed Professional Engineer:

Name: Hallie Hart

Employer: City of Caldwell

4 This approval is for:

☒ Public drinking water system simple water main extension

☒ Public sewer system simple wastewater main extension

5 Design Engineer

Name: Jonah Duncan, P.E.

Employer: Bailey Engineering, INC.

6 Project Owner or Developer: (Please provide exact name of owner or authorized representative)

Name: Shawn Brownlee

Firm: Trilogy Development, INC

Address: 9839 W Cable Car ST., SUITE 101

City: Boise State: Idaho ZIP: 83709

* Approving Authority refers to the City, County, Quasi-Municipal Corporation, or Regulated Public Utility that is approving the plans and specifications per Idaho Code 39-118(2)(d).

II. REQUIRED CERTIFICATIONS

Checklist Item	Yes
A) I am the QLPE representing the Approving Authority.	☒
B) This project consists of simple wastewater main extension(s), simple water main extension(s), or both. It complies with the current facility plan or preliminary engineering report. The water or wastewater system has adequate capacity for the project. (If required, please include declining balance spreadsheet to demonstrate capacity)	☒
C) The Approving Authority has committed to serve this project and has reserved capacity for it. (Attach separate will serve letter or other documentation if needed.)	☒
D) The Approving Authority will own and operate the project upon completion of construction. (Attach separate letter or other documentation if needed.)	☒
E) I have reviewed the plans and specifications and verified that they comply with the facility and design standards (IDAPA 58.01.08 and IDAPA 58.01.16) and engineering standards of care.	☒

III. PLAN & SPECIFICATION APPROVAL

Checklist Item	Yes
A) As the QLPE for the Approving Authority, I have approved the plans and specifications for construction. I am not the design engineer, nor was I otherwise involved in the design.	☒
B) The plans and specifications have been marked as "Approved for Construction", and a copy of the approved plans were transmitted to DEQ with this checklist.	☒
C) The plans are for simple wastewater main extension(s), simple water main extension(s), or both. No mechanical systems such as drinking water sources, treatment facilities, booster stations, storage facilities, or wastewater systems such as lift stations or treatment works are included with this project. **	☒
D) This extension project will connect to: 1) Existing drinking water and/or wastewater mains owned by the Approving Authority.	☒
OR	
2) A future main(s) not existing at the time of approval. The future main(s) will be owned by the Approving Authority. In such cases, sanitary restrictions will remain in force.	☐

** Portions of a project that require DEQ approval must be approved by DEQ prior to the QLPE approval of the drinking water or wastewater extensions. Alternatively, the drinking water and/or wastewater extensions may be submitted to DEQ for approval of the entire project.

IV. SANITARY RESTRICTIONS

If the project includes drinking water and wastewater main extensions that will be reviewed and approved separately, the two Approving Agencies must coordinate the review and approval as it pertains to the lifting of sanitary restrictions.

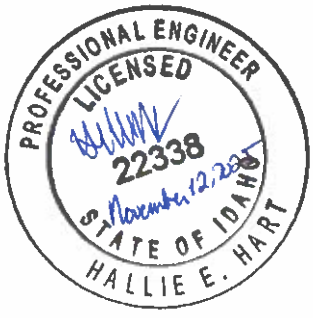
Recommendation	Yes
I have reviewed and approved all drinking water and wastewater improvements included in this project, and I recommend that the district health department release sanitary restrictions.	☒
OR	
I have reviewed and approved only the drinking water☐ wastewater ☐ (check one) improvements included in this project, and I recommend that the district health department release sanitary restrictions once they receive the approval from the other Approving Authority.	☐
OR	
I recommend that the district health department leave sanitary restrictions in place.	☐

V. NOTE ON RULES AND STANDARDS

This checklist addresses the majority of common items from the Idaho Rules for Public Drinking Water Systems (IDAPA 58.01.08), the Wastewater Rules (IDAPA 58.01.16, for QLPE approval of projects. However, this checklist is not all-inclusive, and users are expected to fully understand the rules and standards, apply them where necessary, and request interpretations from DEQ if there are any questions. DEQ regional offices may have additional written information that will assist in the design/approval process.

VI. QLPE CERTIFICATION

All responses indicated on the checklist above are accurately reflected in the attached Plans and Specifications.



QLPE's, Signature, Date and Seal

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Consider Bill 36 Ordinance 3770 repealing City Code Title 3, Chapter 15 pertaining to the City Treasurer and replacing with a new chapter on the City Treasurer/Finance Director, including the position's general duties; supervision received and exercised; essential duties; required knowledge, skills, and abilities; and experience and training; repealing Title 3, Chapter 16 pertaining to the City Finance Director with a request to move for its passage by title only and approve the summary for publication.

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. City Code Changes_ARTICLE 16 CITY FINANCE DIRECTOR_JOR_Title_Ord
2. Ordinance Summary

BILL NO. XX

ORDINANCE NO. XXXX

AN ORDINANCE ENACTED BY THE CALDWELL CITY COUNCIL REPEALING CITY CODE TITLE 3, CHAPTER 15 PERTAINING TO THE CITY TREASURER AND REPLACING WITH A NEW CHAPTER ON THE CITY TREASURER/FINANCE DIRECTOR, INCLUDING THE POSITION'S GENERAL DUTIES; SUPERVISION RECEIVED AND EXERCISED; ESSENTIAL DUTIES; REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES; AND EXPERIENCE AND TRAINING; REPEALING TITLE 3, CHAPTER 16 PERTAINING TO THE CITY FINANCE DIRECTOR IN ITS ENTIRETY; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS AND PARTS THEREOF, IN CONFLICT HEREWITH.

BE IT ORDAINED by the Mayor and Council of the City of Caldwell, County of Canyon, State of Idaho:

Section 1. That Title 3, Chapter 15 pertaining to the City Treasurer is repealed in its entirety and replaced as follows:

CHAPTER 15: CITY TREASURER/FINANCE DIRECTOR

03-15-01: GENERAL STATEMENT OF DUTIES:

Oversees the financial operations of the city; assists in driving the city's financial strategy and planning; directs city departments in financial matters; engages in long term capital planning; makes recommendations and implements internal controls, financial procedures and policies; assists city departments in cash management and related financing activities; and performs related work as required.

03-15-03: SUPERVISION RECEIVED:

Appointed by the Mayor with consent of the City Council. Works under the direct supervision of the Mayor and the Council's Finance Committee.

03-15-04: SUPERVISION EXERCISED:

Hires, trains, supervises, and evaluates the leads within the following Finance Department divisions: Treasury, Procurement, Utility Billing, and Budget.

03-15-05: ESSENTIAL DUTIES:

The Treasurer/Finance Director shall be the custodian of all monies belonging to the city; shall account for each fund or appropriation made in its annual budget

appropriation or otherwise directed by the City Council. Such accounting shall track the debits and credits relating thereto; shall render a monthly accounting to the City Council; shall also make available credit and debit details of all such accounts when required by the Mayor or by action of the governing board; shall make quarterly Treasurer's reports for public view; shall keep a record and make an annual report of all outstanding bonds against the city showing the number, amount of each and to whom said bonds were issued and when any bonds are purchased, paid or canceled; and shall, upon notification by the State Controller, comply with the accounting requirements set forth in the uniform accounting manual under Idaho Code § 67-1075, and report information to the central registry for local governmental entities provided in Idaho Code § 67-1076. The Treasurer/Finance Director shall also have any additional duties described in Idaho Code § 50-208 and § 50-1011.

(1) Plans, develops, and evaluates the operational processes, procedures, functions, and policies of the finance department;

(2) Retains constant awareness of the city's financial position and acts to prevent problems;

(3) Manages, trains, assigns, prioritizes, motivates, and evaluates the work, projects, activities, and sets targets for assigned employees;

(4) Conducts analysis to make forecasts and reports to the City Council and Mayor;

(5) Implements the vision, policies, procedures, and capital projects of the city as directed by the Mayor and City Council;

(6) Works closely with department directors and managers to provide financial policy guidance and to follow-up on Mayoral assignments;

(7) Initiates and follows through on administrative, budget, and fiscal planning activities;

(8) Develops and directs the implementation of finance related goals, objectives, policies, procedures, and work practices;

(9) Prepares and recommends long-range financial plans for city services and programs, and develops specific proposals for action on current and future city needs;

(10) Oversees the city's budget by managing the development and implementation of goals and priorities, and meets with departments to review work plans and budgeting needs;

(11) Establishes appropriate service and staffing levels, and assesses and monitors staff workload and support systems;

(12) Reviews and analyzes financial methods, activities, and performance to find ways to increase effectiveness and improve results;

(13) Makes clear and concise presentations to the City Council;

(14) Presents the Mayor's recommended budgets to the City Council and general public;

(15) Responsible for city municipal financing and bonding, and works with bonding agencies to initiate and apply for needed financing;

(16) Provides recommendations to the City Council, department directors, accountants, and city employees on proper internal controls, budgeting practices, financing methods, and other accounting functions;

(17) Directs the centralized accounting and reporting function for the city;

(18) Maintains current knowledge of organizational policies and procedures, federal and state policies and directives, and current accounting standards;

(19) Directs pre-audit and internal audit functions;

(20) Serves as a liaison to external independent audits;

(21) Responds to information requests from departments on accounting systems and reporting requirements;

(22) Prepares and directs the preparation of the annual budget, business activity reports, financial position forecasts, and other required reports;

(23) Monitors, interprets, and evaluates changes in laws and regulations related to financial activities and functions;

(24) Develops and prepares ordinances, regulations, policies and procedures, and revisions related to financial activities;

(25) Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;

(26) Attends approved meetings, conferences, workshops, training sessions, and reviews publications and audio-visual materials to become and remain current on the principles, practices, and new developments in assigned work areas;

(27) Responds to citizens' questions and comments in a courteous and timely manner;

(28) Communicates and coordinates regularly with others to maximize the effectiveness and efficiency of interdepartmental operations and activities;

(29) Advises the Mayor and department directors on financial issues and projects;

(30) Establishes financial priorities and objectives which often affect multiple departments;

(31) Creates, organizes, appoints, and directs members of interdepartmental committees for the purpose of addressing citywide financial or project related needs;

(32) Maintains an effective relationship with the City Council by recommending financial policies, providing reports, and developing methods for carrying out the Council's intentions that are in compliance with ordinances and in the best interest of the citizens of Caldwell;

(33) Informs and advises the City Council on significant administrative actions, controversial matters, and public interactions; and

(34) Develops, recommends, and implements financial policies to attain the long and short-range goals of the city.

03-15-07: REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

(1) Extensive knowledge of the principles and practices of public administration, specifically municipal government and finance;

(2) Extensive knowledge of the general principles of local, state, and federal government organization and operation;

(3) Thorough knowledge of and ability to apply effective management techniques and budgetary procedures;

(4) Good knowledge of the duties, responsibilities, and authorities of each department within the city;

(5) Good knowledge of economic development, redevelopment, and capital project theories, practices, and methods;

(6) Good knowledge of the practices, methods, and laws related to municipal bond financing;

(7) Ability to evaluate complex financial systems and efficiently formulate and install accounting methods, procedures, forms, and records as it relates to budgeting;

(8) Ability to prepare informative financial reports;

(9) Ability to prepare long-range fiscal forecasts and budgeting;

(10) Ability to perform financial analysis;

(11) Ability to communicate clearly and effectively, both verbally and in writing;

(12) Ability to utilize active listening techniques;

(13) Ability to plan and organize city operating staff to carry out the overall goals of the city;

(14) Ability to utilize long-range planning skills for the development of department plans;

(15) Ability to deal tactfully with citizens, subordinates, department staff, and local, state, and federal representatives;

(16) Ability to implement and sustain annual work plans of departments;

(17) Ability to supervise and direct complex and diverse municipal operations;

(18) Ability to provide sound administrative analysis relating to policy and management issues;

(19) Ability to establish and maintain effective working relationships with Council, employees, business leaders, and the general public;

(20) Ability to train, assign, motivate, supervise, and evaluate the work of others;

(21) Ability to operate a personal computer using program applications appropriate to assigned duties and responsibilities;

(22) Ability to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;

(23) Integrity, ingenuity, and inventiveness in the performance of assigned tasks; and

(24) Demonstrated knowledge of banking practices.

03-15-09: ACCEPTABLE EXPERIENCE AND TRAINING:

(1) Graduation from an accredited college or university with a bachelor's or master's degree in public administration, finance, or other related field;

(2) Extensive experience in public and financial management and administration; and/or

(3) Any equivalent combination of experience, education, and training which provides the knowledge, skills, and abilities necessary to perform the work.

Section 2. That Title 3, Chapter 16 pertaining to the City Finance Director is repealed in its entirety.

Section 3. This ordinance shall be in full force and effect from and after its passage, approval, and publication, according to law.

Section 4. This ordinance is hereby declared to be severable. If any portion of this ordinance is declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and shall be read to carry out the purposes of the ordinance before the declaration of partial invalidity.

Section 5. All ordinances, resolutions, orders and parts thereof in conflict herewith are repealed.

PASSED BY THE COUNCIL OF THE CITY OF CALDWELL, IDAHO, this XX day of XXXXX, 20XX.

APPROVED BY THE MAYOR OF THE CITY OF CALDWELL, IDAHO, this XX day of XXXXX, 20XX.

ATTEST:

_____ _____

Mayor Eric Phillips City Clerk or Deputy

ORDINANCES OF THE CITY OF CALDWELL
NOTICE OF ADOPTION AND SUMMARY OF
ORDINANCE NO. XXXX

AN ORDINANCE ENACTED BY THE CALDWELL CITY COUNCIL REPEALING CITY CODE TITLE 3, CHAPTER 15 PERTAINING TO THE CITY TREASURER AND REPLACING WITH A NEW CHAPTER ON THE CITY TREASURER/FINANCE DIRECTOR, INCLUDING THE POSITION'S GENERAL DUTIES; SUPERVISION RECEIVED AND EXERCISED; ESSENTIAL DUTIES; REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES; AND EXPERIENCE AND TRAINING; REPEALING TITLE 3, CHAPTER 16 PERTAINING TO THE CITY FINANCE DIRECTOR IN ITS ENTIRETY; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS AND PARTS THEREOF, IN CONFLICT HEREWITH.

Section 1: Title 3, Chapter 15 pertaining to the City Treasurer is repealed in its entirety and replaced with a new chapter on the City Treasurer/Finance Director.

Section 2: Title 3, Chapter 16 pertaining to the City Finance Director is repealed in its entirety.

Sections 3 through 5: Provides that this ordinance shall be in full force and effect from and after its passage, approval, and publication, according to law; provides for severability; repeals conflicting ordinances, resolutions, and orders.

Ordinance No. XXXX provides an effective date, which shall be on the XXX day of XXXX, 20XX. Ordinance No. XXXX was passed by the Council and approved by the Mayor on the XX day of XXXX, 20XX. The full text of the Ordinance is available at Caldwell City Hall, 205 South 6th Avenue, Caldwell, Idaho 83605. The Mayor and City Council approved the foregoing summary on the XXX day of XXXX, 20XX, for publication on the XX day of XXXX, 20XX, pursuant to Idaho Code § 50-901A.

Mayor Eric Phillips

ATTEST: Kristina Buchan, City Clerk

STATEMENT OF LEGAL ADVISOR
I have reviewed the foregoing summary and believe that it provides a true and complete summary of Ordinance No. XXXX and provides adequate notice to the public as to the contents of such ordinance.

DATED this XX day of XXXX, 20XX.
Oscar Klaas, Attorney for City of Caldwell

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Consider approval of the 2026-2029 Collective Labor Agreement between the City of Caldwell and the Caldwell Professional Firefighters — IAFF Local 1056

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. 26-29 Collective Labor Agreement FINAL

CITY OF CALDWELL AND

CALDWELL FIREFIGHTERS
IAFF LOCAL 1056

COLLECTIVE LABOR AGREEMENT

2026-2029

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PREAMBLE

The Fire Department and the individual members of the UNION are to regard themselves as public-servants and as such will put the interest of the public first and will be governed by the highest ideals of honor and integrity in all their public and personal conduct in order that they may earn the respect and confidence of the public.

The UNION recognizes that the CITY supports effective and affordable service levels for fire services. The UNION and the CITY will work together to provide service coverage, compensation and working conditions through a sustainable funding plan. In furthering these goals, the CITY recognizes that the Union will participate in the fire department budget process.

In accordance with their statutory bargaining obligations pursuant to Chapter 18, Title 44, Idaho Code, the City of Caldwell, hereinafter referred to as the **CITY**, and the International Association of Firefighters Local #1056, hereinafter referred to as the **UNION**, in order to increase the general efficiency in the Fire Department, to serve the interest of the citizens of the City of Caldwell, to maintain harmonious relationships between the City of Caldwell and its members, to promote the morale, rights, and the well-being of the Firefighters of the Fire Department, the CITY and the UNION hereby agree as follows:

ARTICLE 1 – TERM OF AGREEMENT

This Collective Labor Agreement, hereinafter referred to as the AGREEMENT, shall become effective October 1, 2026, and shall remain in full effect through September 30, 2029, provided that this AGREEMENT shall be subject to such changes or modifications, as may be mutually agreed upon in writing by the CITY and the UNION. This AGREEMENT will supersede all prior agreements and any Memorandums of Understanding entered into in conjunction with previous agreements.

ARTICLE 2 – RECOGNITION

The CITY recognizes the UNION as the exclusive bargaining agent for all Firefighters of the Caldwell Fire Department, in accordance with Chapter 18 Title 44 Idaho Code. In addition to administrative, clerical, paid on-call personnel, and support staff; the ranks of Fire Chief, Deputy Chief, Division Chief, Deputy Fire Marshal, and Fire Prevention Officer, are not covered by this AGREEMENT.

ARTICLE 3 – DEFINITIONS

For purposes of this AGREEMENT:

1. **ACADEMY** – Training required for a new Shift Firefighter.
2. **APPARATUS** – Motor vehicles that transport firefighters and equipment to fires or emergency incidents to support emergency operations. Examples of such apparatus include, but are not limited to: *fire engine, fire truck, Quint, Ladder Truck, and Rescue Truck*.
3. **CALENDAR DAY** – All days of a month including weekends and holidays.
4. **CERTIFICATION -** An approved course completion certificate. Either Authority Having Jurisdiction (AHJ), International Fire Service Accreditation Congress (IFSAC), ProBoard or meets NFPA requirements.
5. **EMERGENCY OVERTIME**– The time a firefighter is called back for voluntary duty for an emergency only, which shall consist of fires or emergency operations, emergency overtime, natural catastrophes, and emergencies proclaimed by the Mayor happening during a Member's off-duty time, as defined below, that require a Member to return to work at a time that the Member was not on the clock.
6. **FIRE CHIEF** – The Fire Chief of the Caldwell Fire Department or his/her designee.
7. **GRIEVANCE** – A complaint or dispute filed by one or more Members, or the UNION, involving the interpretation or application of this AGREEMENT, written policies, Rules and Regulations of the department, or disciplinary action.
8. **IMMEDIATE FAMILY** – A Member's spouse, children, or parents, siblings, grandparents, grandchildren and those of the Member's spouse.
9. **LATERAL HIRE** – A Firefighter who is hired with a minimum of 12 consecutive months of full-time Shift Firefighter experience with any regularly constituted fire department in any city, county, fire district, or political subdivision, prior to the start date with the Caldwell Fire Department.
10. **MEMBER** – Career Firefighter of the Caldwell Fire Department as defined as Firefighter according to Idaho Code 44-1801 and a member of the bargaining unit.
11. **NOTIFICATION –** Official contractual communications sent between UNION and CITY to authorized email addresses of the Union President and City Human Resources

Director, followed by interoffice mailing of hard copies. Date of the email is the notification date.

UNION email: local1056president@iaff1056.org

CITY email: the email address of the current HR Director humanresources@cityofcaldwell.org.

12. **OFF-DUTY** – Any time the Firefighter has been released from assignment or responsibility and is not being compensated by the City for regular or additional work hours.
13. **PROBATION** – A proving period for both Shift and Staff Firefighters, where they are subject to testing and evaluation requirements.
14. **RECRUIT** – All new Shift Firefighters as soon as that Firefighter begins academy.
15. **SENIORITY** – Seniority shall be determined by length of continuous years of service with the Caldwell Fire Department regardless of rank or position. Members having the same hire date shall be assigned seniority as determined by placement on the eligibility (hiring) roster.
16. **SENIORITY IN POSITION –** Seniority in position shall be determined by length of continuous years of service with the Caldwell Fire Department in position. Members having the same promotional date shall be assigned seniority as determined by placement on the eligibility (promotion) roster.
17. **SHIFT** – A working period of 24 consecutive hours.
18. **SHIFT SUPERVISOR** – The Shift Battalion Chief or Acting-Battalion Chief.
19. **SHIFT FIREFIGHTER** – All Members assigned to a specific shift, normally working in 24-hour increments. The term “Shift Firefighter” will also apply to all Members scheduled to work weekdays during the training academy process before shift assignment. Annual base rate is calculated at 2912 hours annually.
20. **STAFF FIREFIGHTER** – All Members assigned to regularly work a 40-hour work week. Annual base is calculated at 2080 hours annually.
21. **VACANCIES** – An open position resulting from voluntary or involuntary termination, retirement, death, promotion or demotion. Vacancies do not result from a reduction in force, temporary assignment or temporary appointment.

22. **WORKING OUT OF CLASS** - Anytime a member is scheduled to work outside of their normal rank. Working out of class is not intended to fill long term vacancies.

ARTICLE 4 – DISCRIMINATION

There shall be no discrimination or intimidation against any Firefighter because of the Firefighter's membership or non-membership in the UNION or by virtue of their holding office in or their activities on behalf of the UNION. The CITY and the UNION agree that there shall be no discrimination against any Firefighter with regards to race, color, religion, disability, national origin, age, gender, marital status, sexual orientation, veteran or current military status, or any other applicable legally protected status.

ARTICLE 5 – PREVAILING RIGHTS

All rights, benefits, and privileges held by the Members which are not included in this AGREEMENT and the Rules and Regulations shall remain in full force unchanged and unaffected in any manner, unless changed by mutual written consent.

ARTICLE 6 – MANAGEMENT RIGHTS

The CITY shall retain the exclusive right to exercise the regular and customary functions of management including, but not limited to, the authority to adopt policies for the operation of the Fire Department and conduct of its Firefighters, the right to hire, transfer, promote, discipline or discharge for just cause, to assign work; to determine, establish or revise the method, processes and means of providing departmental services; to schedule hours of work, to educate and train Members within reason, and to determine the type of apparatus and location of such apparatus. Nothing in this Article shall nullify any provisions elsewhere in the AGREEMENT, the Rules and Regulations, or applicable law. Management rights shall not be exercised with malice or ill will toward any Member.

ARTICLE 7 – RESTRICTIONS

SECTION A – RESIDENCY

There shall be no restrictions of off-duty activity and residency placed upon any Member. However, in the event that a local, state, or federal authority issues a law, regulation, or order restricting travel that a Member would violate by commuting to work from another jurisdiction, Parties will meet and discuss the terms and conditions of that Member's employment and living situation to ensure compliance with such law, regulation, or order for the time that it is in effect.

SECTION B – EMPLOYMENT

Members shall not accept any employment with the City of Caldwell in addition to their regular employment, except on a contractual basis.

ARTICLE 8 – UNION BUSINESS

Members elected to Local or State Union Office shall be granted reasonable time off to attend Union related functions including, but not limited to, regular or special meetings, conventions, conferences, and seminars, and activities related to grievance procedures without loss of pay. The Fire Chief shall be notified 10 working days prior to the Union business by the Union President or the President's designee, unless such notice is not possible due to grievance procedures or time sensitive meetings.

Should the Union compensated time off drop staffing below the minimum staffing level, it is the Union's responsibility to see to it that the staffing requirements listed in Article 23 are met at no additional cost to the City.

SECTION A - NEGOTIATIONS

In the event they are on duty, a total of three members of the negotiation team, including officers, shall be allowed time off with pay for all negotiation meetings that are mutually agreed upon by the CITY and the UNION.

Should the Union compensated time off drop staffing below the minimum staffing level, it is the Union's responsibility to see to it that the staffing requirements listed in Article 23 are met at no additional cost to the City.

ARTICLE 9 – PAYROLL DEDUCTIONS

The CITY agrees to deduct authorized dues from the wages of Members upon written authorization. The CITY further agrees to transmit those amounts monthly to the UNION.

ARTICLE 10 – NO STRIKE CLAUSE

The CITY and the UNION subscribe to the principle that differences shall be resolved by peaceful and appropriate means without interruption of work. No Member or Members shall agree to strike or take part in a strike during the term of this AGREEMENT, and no Member shall recognize a picket line in the performance of their official duties.

During the term of this AGREEMENT, neither the employer nor its agents for any reason shall authorize, institute, aid or promote any lockout of Members.

ARTICLE 11 – SAVING CLAUSE

If any provision of the AGREEMENT or the application of such provision should be rendered or declared invalid by any court having jurisdiction, or by reason of any existing or subsequently enacted legislation, the remaining portions of this AGREEMENT shall remain in full force and effect.

ARTICLE 12 – ENTIRE AGREEMENT

This contract represents the entire agreement of the parties with respect to the subject matter herein. There are no written collateral or oral representations, agreements, or understandings except as provided herein. This Article does not supersede state law.

ARTICLE 13 – STANDARD OPERATING POLICIES

The Fire Chief may establish Standard Operating Policies ("SOPs") provided such policies do not conflict with this Agreement. Any SOP that was formerly a rule or regulation, or that affects wages, hours, working conditions, past practices, prevailing rights, or any provision of the Collective Labor Agreement, shall not be implemented or modified without prior notice to and bargaining with the UNION.

Any Standard Operating Policy implemented that is found to be in violation of this article shall be deemed null and void and shall have no force or effect. Such policy shall be immediately rescinded and shall not be reimplemented until the policy has been negotiated and mutually agreed to by the UNION and the Fire Chief.

Proposals for updating Standard Operating Policies may be made at any time by either the Fire Chief or the UNION, at which time the Fire Chief and UNION Policy Committee shall meet and confer on proposed changes. The final determination will be mutually agreed upon, by the Fire Chief and the UNION.

In the event of an inconsistency between any Standard Operating Policy and a provision within this AGREEMENT, the AGREEMENT shall prevail.

ARTICLE 14 – GRIEVANCE PROCEDURE

SECTION A – INTENT

It is the intent and objective of the CITY and the UNION to encourage prompt and informal resolution of member complaints as they arise and to provide recourse to orderly procedures for the satisfactory adjustment of complaints.

Nothing in this grievance procedure prevents any MEMBER from attempting to resolve an incident, that could bring rise to a grievance, informally prior to filing a grievance.

The parties recognize that grievances are best resolved through open communication, professionalism, and collaboration at the lowest level possible. The grievance process is intended to be efficient, understandable, and focused on resolution rather than technical procedural requirements.

GRIEVANCE COMMITTEE means the group of MEMBERS who assess GRIEVANCES for merit and, if necessary, direct the grievance procedure outlined in this Article on behalf of the grievant. The Grievance Committee shall normally consist of the elected UNION shop stewards. The UNION may appoint alternate representatives upon notice to the CITY.

SECTION B – PROCEDURE

Strict technical compliance with this Article, other than filing deadlines, shall not be required to preserve the right to pursue a grievance, arbitration, or appeal.

The parties may deviate from timelines or waive procedural steps when mutually agreed upon.

All grievances shall be settled in the following manner;

1. **WRITTEN GRIEVANCE:** Any grievance shall be initiated by submitting a written and signed Grievance Form to the Union Grievance Committee within 30 calendar days of the discovery by the aggrieved member of the event giving rise to the grievance. Union ratification of an

agreed upon change of practice, plus 30 calendar days shall be deemed the time of notice to all Union members for discovery purposes.

Written grievances filed under this procedure should contain the following information;

1. A detailed written statement of the specific provisions of this AGREEMENT, written policies and rules, or practice alleged to have been violated, misapplied or misinterpreted, with appropriate documentation.
2. A statement of facts as to the manner in which the provision is purported to have been violated misapplied or misinterpreted.
3. The date or dates on which the alleged violation(s) occurred.
4. The specific remedy or adjustment sought.

If the Union Grievance Committee determines not to pursue the grievance for any reason, notice will be given to the **FIRE CHIEF**. Determination to not pursue a grievance does not give up the ability to pursue grievance of similar issue or circumstances in the future.

The Union Grievance Committee shall file its written findings of any grievance it supports, with or without the grieving member, to the **FIRE CHIEF** within thirty (30) calendar days from receipt of the grievance.

The FIRE CHIEF shall provide a written response within thirty (30) calendar days of receipt of the grievance findings. The response should include:

1. Affirmation or denial of relevant facts;
2. The CITY'S position regarding the alleged violation;
3. Any proposed resolution or remedy.

The CITY and UNION are encouraged to meet and confer at any point during this process in an effort to resolve the grievance informally.

2. **CASE PRESENTATION:** If the grievance is not resolved following the FIRE CHIEF'S response, either party may proceed under this step by providing written notice within seven (7) calendar days of the Fire Chiefs response.

   Case presentation meetings are informal and intended for both parties to defend their position regarding the grievance. The UNION and the CITY shall be prepared to share all supporting documentation that is relevant to their position.

   Representation during the case presentation shall include but not be limited to the Fire Chief, human resources, legal, and union representatives.

   Any mutually agreed upon resolution reached through this process shall be reduced to writing and signed by the parties. Resolutions during case presentation shall not establish precedent unless otherwise agreed upon.

   If no resolve is made during case presentation, either party may proceed to the next step.

3. **ARBITRATION:** If grievance is not resolved following the Fire Chiefs response and either the CITY or the Union Grievance Committee has chosen to not have a case presentation, the Union Grievance Committee may submit the grievance to arbitration by means of written notice to the Fire Chief within 20 calendar days from the Fire Chiefs response or the conclusion of the case presentation.

   VOLUNTARY MEDIATION: Within 10 calendar days following a notice of arbitration, the CITY and UNION will discuss whether it would be beneficial to submit the grievance to mediation. Mediation will be utilized only if both parties agree. The CITY and the UNION shall mutually select a mediator, whose fees will be shared equally. The arbitration process shall temporarily be suspended pending mediation. In the event mediation does not result in a mutually agreeable resolution of the grievance, the arbitration process shall be resumed the day after the filing by either party of a written notice of intent to resume arbitration. Any mutually agreeable resolution of the grievance shall be signed by the Union President and the Fire Chief.

An Arbitrator to hear and determine the grievance shall be selected as follows;

1. The Union Grievance Committee and the CITY shall attempt to agree on the selection of an arbitrator within 20 calendar days of the notice in step 7 above.
2. If both parties cannot agree upon an arbitrator, the UNION and the CITY shall send a joint request to the American Arbitration Association (AAA) for a list of nine names.
3. Within 20 calendar days from receipt of the list of recommended Arbitrator, the PARTIES will alternately strike names until one name remains. The CITY will be first to strike a name. The person remaining shall be the selected arbitrator.

The hearing shall be conducted pursuant to the provisions of Chapter 9, Title 7; Idaho Code. The Arbitrator shall issue a written decision, which will be final and binding upon the PARTIES subject to the right to appeal as provided in Idaho Code section 7-919.

The Arbitrator's costs shall be borne totally by the losing party. In cases where the Arbitrator determines that the decision partially favors UNION and partially favors the CITY, the Arbitrator's costs shall be borne equally by the UNION and the CITY.

SECTION C – TIME LIMITS

The time limits set forth in ARTICLE 14 may be extended by written mutual consent of the Union Grievance Committee and the CITY.

SECTION D – DISCIPLINARY ACTION

In all cases of disciplinary action such Member shall not be denied UNION representation. If through the grievance proceedings the Member is cleared of all accusations records of the incident shall be completely expunged from the Member's file.

ARTICLE 15 – WAGES

It is the desire of the CITY and the UNION to establish a uniform base wage scale by rank. A wage scale schedule is attached as Appendix A and shall form a part of and be subject to all provisions of this AGREEMENT. Appendix A Wage Scale shall be effective on October 1, 2026. Appendix A Wage Scale shall be renegotiated for each subsequent year of this AGREEMENT.

SECTION A – WAGE INCREASE/NO REDUCTIONS

There shall be no additional increase to wages, for Members covered by this AGREEMENT, other than increases due to promotion and those increases set forth in the sections below, provided, however, that in the event the CITY provides a city-wide wage increase or bonus beyond this current agreement, the PARTIES shall open this Article and shall meet and confer to determine how the increase or bonus will be administered to the Members covered by this AGREEMENT.
There shall be no reduction in wages for any Member covered by this AGREEMENT throughout its entire term, except for a reduction due to demotion as a result of disciplinary action or by request of the Member.

SECTION B – WORKING OUT OF CLASS

In addition to a Members hourly rate of pay, Members who are qualified and assigned to perform work out of classification shall be compensated at the following rates:

- 0-12 hours seventy-five ($75) dollars
- 12-24 hours one-hundred fifty ($150) dollars

A Member shall be eligible to work out of class upon successful completion of the following:

- Department-approved training course
- Working out of class section of the task book for the position
    - *All task books must be agreed upon by the Fire Chief and the Union.*
- Any required skills assessments

Once completed this will create a credential that must be maintained by the member and validated by the Training Division on an annual basis. The credential will require ongoing annual continuing education. A valid credential and annual performance review is required in order to continue to receive the working out of class

The required job experience needed to work out of class for each rank is listed below.

- To be eligible to work out of class as an Engineer the employee must have 2 years' experience as a full-time suppression firefighter, no less than 1 year with the Caldwell Fire Department as a suppression firefighter
- To be eligible to work out of class as a Captain the employee must have 5 years' experience as a full-time suppression firefighter, no less than 1 year with the Caldwell Fire Department and be an active working out of class Engineer.
- To be eligible to work out of class as a Battalion Chief the employee must hold the rank of Captain and have been in position for no less than 2 years.

Should a member who is qualified to work out of class and is unsuccessful during the practical portion of a promotional exam, the Member may be required to attend remedial training as determined by the Fire Chief to keep their working out of class credentials.

SECTION C – PARAMEDIC INCENTIVE

Members who have an active State of Idaho Paramedic License and actively practice in the TVEMS system will be compensated as outlined in Appendix A Wage Scale.

SECTION D – HIGHER EDUCATION INCENTIVE

Members who possess an AA/AAS degree; or any bachelor's degree on the approved degree list, attached as Appendix D, shall receive $728.00 annually as additional compensation, paid to each Member as a $0.25 per hour addition to their base wage. **Incentive is only payable at the highest degree held.**

SECTION E– BILINGUAL INCENTIVE

The CITY shall provide additional compensation, as outlined in Appendix A – Wage Scale, to members who meet the CITY's bilingual requirements by demonstrating proficiency in any language approved by the CITY.

SECTION F– LONGEVITY

It is the desire of the CITY and the UNION to recognize length of service of Members covered by this AGREEMENT. Members shall receive $1,000.00 annually as additional compensation, paid to each Member as a $0.35 per hour addition to base wages. Each Member will also receive an amount equal to half of one percent (.005) of the Member's base wage for each year of continuous service. Payment for longevity shall be calculated as follows:

SHIFT Firefighter: Base Annual Wage x (0.005) x Years of Service + $0.35 /hr = Longevity Addition to Base Wage

STAFF Firefighter: Base Annual Wage x (0.005) x Years of Service + $0.49 /hr = Longevity Addition to Base Wage

Payments for longevity shall be paid as an addition to base wages, as part of each Member's regular pay. Member's longevity will be calculated during the first pay period of each new fiscal year, in October, and will include the members years of service date, any status changes, and or promotions a member had prior to the new fiscal year.

New hires will be eligible for longevity pay upon completion of 12 months of continuous employment, with compensation payments for longevity becoming effective on their hire date.

SECTION G – HAZARDOUS MATERIALS TEAM

Members who participate in the State of Idaho Region 3 Hazardous Materials Response Team will be compensated based on the rates outlined in the agreement between the State of Idaho and the City of Caldwell.

SECTION H – WILDLAND/URBAN INTERFACE ASSIGNMENTS

It is hereby recognized that members of the Caldwell Fire Department may be deployed on wildland/urban interface assignments to Idaho Department of Lands, and the Idaho Bureau of Homeland Security for federal deployments. Members deployed to such incidents, along with the members that cover the applicable shifts at the Department, will be compensated per the rates listed below.

EMAC Deployments: Compensation is on a portal-to-portal basis.

- For regular scheduled shift days during deployment a member will be paid straight time.
- For days not part of the regular scheduled shift a member will be paid at 1.5 times their regular hourly rate.

IDL Deployments:

- Paid at 1.5 times the regular hourly rate. For regular scheduled shift days during deployment a member will be paid straight time.
- Payment is based on actual hours worked or a minimum of 16 hours, whichever is greater (so long as the greater is reimbursed 100%).

SECTION I – STATION TRANSFERS

When a Member is notified prior to the end of shift of a temporary station transfer for the next rotation, the Member will not be compensated for the transfer because the Member is able to take their gear home and report directly to the assigned station for the next rotation. If the Member is notified of a temporary station transfer after their assigned shift is completed, but before the start of the next shift, the Member will be compensated for 30 minutes of compensable time at their regular rate of pay, as long as the Member arrives prior to the start of shift at the assigned station. No time will be compensated for moving gear back to the other station. Compensation will not be

provided for Members as a result of shift trades, callbacks, voluntary overtime as outlined in this AGREEMENT.

SECTION J – LATERAL HIRE

No credit for service outside the Caldwell Fire Department will be granted for seniority purposes, promotional eligibility or longevity. Seniority for previously employed Caldwell Firefighters lateraling back to Caldwell Fire Department will start on their rehire date.

Full-time professional fire service outside the Caldwell Fire Department prior to employment, no earlier than October 1st, 2017, shall be considered for increased PL banks in the amount of 112 hours upon completion of probation.

ARTICLE 16 – OVERTIME

SECTION A – SHIFT FIREFIGHTER

FLSA OVERTIME

In accordance with Section 7(k) of the Fair Labor Standards Act, the work period established by the CITY for twenty-four (24) hour Shift Firefighters shall consist of twenty-eight (28) days, and for any hours worked in excess of two hundred twelve (212) hours, Members shall be paid at the overtime rate of one and one-half (1.5) times the members regular rate of pay for each such hour. Members will be paid their overtime premium for scheduled FLSA overtime worked in each 28-day work period in the paycheck associated with the end of that 28-day work period.

REPORTED ANNUAL WAGE

Actual annual wages are based upon a regular work year of 2912 hours at a straight time hourly rate. In addition, hours worked after 212 in a 28-day cycle will be compensated at a FLSA overtime rate of one and one-half (1.5) of the regular rate. Actual annual wages are the wages that will be reported to PERSI for pension purposes in addition to other pension taxable earnings as defined by PERSI.

OVERTIME

Overtime is anytime a member is assigned to work shift work outside of their regularly assigned shift to cover minimum staffing requirements. Overtime will be paid at the rate of one and one-half (1.5) of the regular rate of pay. Overtime hours are not included in the FLSA's 212-hour calculation.

STRAIGHT TIME

Straight time is any time a member works extra hours that are approved by the Fire Chief. Straight time will be paid at the regular rate of pay. Straight time hours are included in FLSA's 212-hour calculation.

EXAMPLE OF STRAIGHT TIME: *The Fire Chief has authorized extra staffing for SQ12*

SPECIAL EVENTS

Scheduled overtime for special events that are worked on a voluntary basis shall be paid at a rate of time and one-half (1 ½) of the member's hourly wage rounded to the next ¼ hour for actual hours worked. Special events include event standby, Rodeo, Fair, and other mutually agreed upon events.

SECTION B – STAFF FIREFIGHTER OVERTIME

Hours worked beyond 40 hours worked per work week shall be compensated at 1.5 times the Member's hourly rate payable in the current pay period.

Any member who has transitioned from a shift firefighter position to a staff firefighter position shall not be eligible to work shift overtime or overtime assignments related to special events, including but not limited to the Rodeo, Fair, and Independence Day assignments.

REPORTED ANNUAL WAGES

Annual wages are based upon a regular work year of 2080 hours at a straight time hourly rate. Annual wages are the wages that will be reported to PERSI for pension purposes in addition to other pension taxable earnings as defined by PERSI.

SECTION C – OVERTIME SELECTION

Overtime selection shall be determined according to provisions in the department's policies and procedures. Policies and procedures pertaining to overtime selection shall be mutually agreed upon by the UNION and Fire Chief.

SECTION D – EMERGENCY OVERTIME

In the event Members covered by this AGREEMENT are called back to duty for assignment due to an emergency situation, as outlined and defined in this AGREEMENT, any amount of time worked less than one hour in duration shall be paid $100.00. In the event that the Member is required to work in excess of one hour for the same incident, the Member shall be compensated at a rate of 1.5 times their hourly rate until such time that they are released from duty. Any time over seven minutes after the hour shall be counted as a full hour.

SECTION E – HOLDOVER

Any time a Member is required by a supervisor to work more than seven minutes after the Member's shift has completed as a result of an emergency incident or is required to complete work assignments associated with an emergency response immediately preceding the conclusion of the shift, the Member will be compensated in one-hour increments at the rate of time and one half. These Members will not be eligible for the one-hour minimum emergency overtime rate of pay or additional personal time off while completing these duties.

If the holdover is mandatory to cover an unrelieved shift, and not as a result of an emergency incident or work assignments associated with an emergency response immediately preceding the conclusion of the shift, the Member will be compensated at the rate of time and one half, to be paid in quarter-hour increments., plus Personal Leave accrual equal to the number of hours worked while mandatorily held over (time for time).

Holdover shall be used to cover unfilled vacancies created by PL, Comp Time, SL, Bereavement Leave, Parental Leave or any required Legal Time Off. Holdover may also be permitted to cover vacancies due to training when the training is a direct requirement of a department approved training plan or department approved training that requires travel out of the Treasure Valley.

Mandatory holdover selection shall be determined according to provisions in the department's policies and procedures. Policies and procedures pertaining to Mandatory holdover shall be mutually agreed upon by the UNION and Fire Chief.

SECTION F - COMPENSATORY TIME IN LIEU OF CASH FOR OVERTIME HOURS

Effective October 1, 2026, members will no longer be able to accrue compensatory time (comp time). If a member has accrued comp time, it shall be utilized first when making a request for personal leave.

A Member may receive payment for all accrued and unused Comp Time at the time of employment separation or promotion from a job classification represented by the UNION.

SECTION G -TRAINING HOURS

When approved by the Fire Chief, members will be compensated straight time for approved training courses. Approved Training Courses shall be limited to the professional qualifications outlined in the Member's current job description and/or directly related to the deployment of department operational needs.

ARTICLE 17 – PERSONAL LEAVE

SECTION A – ACCRUAL

Each Member covered by this AGREEMENT shall be entitled to 48 hours of Personal Leave with full pay at the date of employment, and beginning with the third month and every month thereafter receive additional hours for each month served in accordance with the following schedules and requirements:

SHIFT FIREFIGHTERS' MONTHLY ACCRUAL RATE

Years of Service	Monthly Accrual	Maximum CAP
Less than 5 years	24 Hours	1400 hours
5 years but less than 10 years	26 Hours	1400 hours
10 years but less than 15 years	28 Hours	1400 hours
15 years but less than 20 years	30 Hours	1400 hours
20 years and over	32 Hours	1400 hours

STAFF FIREFIGHTERS' MONTHLY ACCRUAL RATE:

Years of Service	Monthly Accrual	Maximum CAP
Less than 5 years	14 hours	900 hours
5 years but less than 10 years	16 hours	900 hours
10 years but less than 15 years	18 hours	900 hours
15 years but less than 20 years	20 hours	900 hours
20 years and over	22 hours	900 hours

SECTION B – PERSONAL LEAVE CAP

Accrued personal leave must not exceed the maximum cap limits listed in the above tables by the second pay period in September of each year.

The City and the Union agree that any member with accrued personal leave above the maximum caps, after the date listed above, will have their accrued time adjusted down to the maximum cap.

SECTION C – METHOD OF SELECTION

The daily number of Shift Firefighters that shall be permitted to use leave per shift shall be determined by the following formula:

The total Members per shift (to include Firefighters, Engineers, Captains, and Battalion Chiefs) divided by (7). Number rounded to nearest whole number.

EX: 15 members assigned to a shift divided by 7 is 2.14. Rounding to the nearest whole number shall allow 2 members off on leave.

No more than two (2) persons in each rank shall be authorized to take vacation on the same calendar day unless otherwise mutually agreed in writing by the Fire Chief and the Union.

SCHEDULED LEAVE SELECTION

On or about August 1 of each year, vacation bidding for the following year shall commence. The Battalion Chiefs will provide written notice of the start date at least seven (7) calendar days in advance. Vacation selections made during bidding shall be guaranteed and may not be revoked by the Fire Chief except for reasons of emergency or by mutual agreement. The agreed upon bidding process is as follows:

- Bidding shall proceed by shift and by individual within each shift in order of Departmental seniority, with the most senior member on the shift selecting first and continuing in descending order to the least senior member. Each member shall be entitled to select time in two (2) vacation blocks, each consisting of between one (1) and six (6) shifts.
    - *Each vacation block shall consist of consecutive shifts; however, a block may be split one (1) time within the selected shifts.*

- Each eligible member, in their turn and for the applicable vacation block, shall have twenty-four (24) hours to submit their vacation selection for that round. Failure to submit a

selection within the assigned time period shall result in forfeiture of that member's pick for that round

- *No more than two (2) persons in each rank shall be authorized to pick vacation on the same calendar day unless otherwise mutually agreed in writing by the Fire Chief and the Union.*

- After each member has had their 24-hour selection window, a second round of bidding shall be conducted in the same order of seniority to permit each member to select a second vacation block.

After completion of the second round of bidding, vacation bidding for that calendar year shall be closed; any remaining vacation requests thereafter shall be granted on a first come first serve basis. Approval of vacation requests are subject to the two-per-day rank limitation and maximum allowed off as outlined above.

Personal Leave may be used by a Member for personal medical needs and to assist with medical situations within their immediate family. Medical needs may be, and are not limited to mental or physical illness, injury, health condition, or need for medical diagnosis. In cases of absences of more than four shifts or four days, a Member shall inquire with Human Resource as to whether their absence qualifies for Family Medical Leave Act (FMLA) leave.

SECTION D – BLACKOUT DATES

It is recognized that the Fire Chief has the right to issue "black-out" dates that will allow no members or a limited number of members time off for the following events and reasons;

- To provide for additional staffing on Independence Day
- Special training events or conferences (i.e. Fire School or educational seminars)
- Other events as mutually agreed to by the Fire Chief and Union.

Blackout dates shall be limited to a period no longer than five calendar days, unless otherwise mutually agreed to by the Chief and the Union.

Blackout dates for the purpose of coverage during a vacancy shall be limited to one (1) blocked leave opening for a period of no longer than 30 calendar days or until the vacancy is filled whichever is sooner.

Blackout dates shall not cancel any pre-approved and scheduled leave.

SECTION E – COMPENSATORY TIME & PERSONAL LEAVE PAYOUT

A Member who separates shall be paid in full up to 600 hours of Personal leave, anything over 600 hours shall be paid at 25% of the Members hourly rate of pay for the balance of that Member's personal leave. A member will not be paid out for **any** accrued time above the members maximum cap listed in Section A of this Article. A Member who separates shall be paid for the balance of that Member's accrued Comp time based on the Member's current hourly rate of pay at separation. This payment will be made to the separated Member on the payday following the separation date.

Upon the death of a Member, their designated PERSI beneficiary shall be paid for the balance of that Member's Comp Time and Personal Leave based on the Member's current hourly rate of pay.

SECTION F – PERSONAL LEAVE SELL-BACK & BUYDOWN

The CITY offers Personal Leave (PL) sell-back and buydown for Members. Members may sellback accrued and unused time for payment in the current fiscal year. Members will have until July 1st of every year to submit the request form to HR.

SELL-BACK:

Member's selling back Personal Leave hours, shall receive their payment in the last paycheck in September.

Shift Firefighters must have a minimum of 600 accumulated hours (Personal Leave & Sick Leave) to participate in sell-back and shall be able to sell back up to a maximum of 144 hours annually. Any accumulated hours over the maximum allowed cap cannot be sold back.

Staff Firefighters must have a minimum of 250 accumulated hours to participate in sell-back and shall be able to sell back a maximum of 100 hours annually.

BUYDOWN*:*

When a Member is five (5) years from their desired retirement date, they may elect to participate in the following buydown plan offered by the CITY. Once implemented, the plan is irrevocable. This option may be in conjunction with the Personal Leave Sell-Back. The Member is responsible for all completion of proper forms.

Members participating in Buydown shall receive their payment in equal quarterly installments, to be paid in their second regular paycheck in January, April, July, and October.

Shift Firefighters must have a minimum of 600 accumulated hours to participate and shall be able to buy down up to a maximum of 200 hours annually.

Staff Firefighters must have a minimum of 250 accumulated hours to participate and shall be able to buy down a maximum of 100 hours annually.

ARTICLE 18 – HOLIDAYS

SECTION A – SHIFT FIREFIGHTER DESIGNATED HOLIDAYS

The following days are designated as holidays for Shift Firefighters:

1. New Year's Day
2. Martin Luther King's Day
3. Presidents Day
4. Memorial Day
5. Juneteenth
6. Independence Day
7. Labor Day
8. Veterans Day
9. Thanksgiving Day
10. Day after Thanksgiving
11. Christmas Eve
12. Christmas Day
13. Any other proclaimed by the Mayor or City Council.

September 11th will be recognized as a day of remembering our Fallen Brothers & Sisters, and the Department will support ceremonial activities and safety training.

SECTION B – STAFF FIREFIGHTER DESIGNATED HOLIDAYS

Staff Firefighters shall follow the CITY schedule for holidays. The CITY observes twelve (12) holidays during the calendar year. Staff Firefighters holidays are as follows:

1. New Year’s Day
2. Martin Luther King’s Day
3. President’s Day
4. Memorial Day
5. Juneteenth
6. Independence Day
7. Labor Day

8. Veterans Day
9. Thanksgiving Day
10. Day after Thanksgiving
11. Christmas Eve, or a day associated with Christmas that would provide for an extended holiday which would coincide with the day established by the CITY Policy each year.
12. Christmas Day
13. Any other proclaimed by the Mayor or City Council.

SECTION C – HOLIDAY COMPENSATION

Holidays shall be compensated with pay and time in the following manner:

SHIFT FIREFIGHTER

Each Shift Firefighters shall receive eight hours of Personal Leave (PL) for each listed holiday. Members who are assigned to duty and work on any listed holiday shall be paid 1.5 times their regular pay rate.

STAFF FIREFIGHTER

Staff Firefighters shall receive eight (8) hours of straight-time pay for each listed holiday. If the holiday falls on a scheduled day off, it must be observed on an alternative day within the same workweek, subject to supervisor approval.

If a Staff Firefighter works on a designated holiday as outlined in Section B above, they shall be paid at 1.5 times their regular rate of pay for the hours worked on that holiday.

FLSA TIME.

Holidays that are worked are not included in the FLSA 212 hour's calculation for purposes of overtime.

ARTICLE 19 – MEDICAL LEAVE

SECTION A – JOB-RELATED INJURY/ILLNESS

When a Member is medically restricted from work as a result of a job-related incident, the Member may be eligible for payment of medical expenses and time loss benefits based on the decision from the State Insurance Fund according to the provisions of §72-401 et. seq. Idaho Code. The CITY agrees to compensate the Member at their regular rate of pay while they are eligible for time loss benefits. Any time loss benefits that the Member receives from the State Insurance Fund during their job-related medical leave shall be reimbursed to the CITY. Payment for reimbursement shall be the same as that paid by the State Insurance Fund. The term of this modified pay plan would terminate after:

1. A Member has been released to full duty.
2. A Member has been deemed permanently unable to perform the essential functions of the Member's job.
3. Twelve months from the date of being unable to work because of injury/illness.

Any injury/illness occurring on the job should be reported to the on-duty Battalion Chief prior to the end of the shift.

The Member must notify the Chief and occupational physician of any secondary employment and other activity that might affect the Member's ability to return to work in any way.

The CITY and UNION agree to the need for the early and safe return to work for any Member restricted from full duty due to an on-the-job injury/illness. As such, the Member restricted from full duty will report to work 40 hours a week and will report to the Fire Chief for work assignments until released by a medical professional to return to full duty. The intent is to have the Firefighter engaged in as many duties as medically possible to assist the Firefighter back to full duty as soon as possible.

The Member shall provide to Human Resources (HR) an updated report from the attending physician upon each visit. The report should include what the Member's current restrictions are.

SECTION B – NON-JOB RELATED (SICK LEAVE)

Effective October 1, 2022, Members shall no longer accrue any Sick Leave hours. Any Member having accumulated hours of Sick Leave as of this date, shall remain available for Members to use for his or her personal medical needs and to assist with medical situations within their immediate family as approved by the Fire Chief.

Medical needs may be, and are not limited to mental or physical illness, injury, health condition, or need for medical diagnosis. The Member shall be required to fill out a leave absence sheet stating the reason for all absences. For just and reasonable cause, the Fire Chief may request that the member provide a physician's report for any absences. In cases of absences of more than four shifts or four days, a Member shall inquire with Human Resource as to whether their absence qualifies for Family Medical Leave Act (FMLA) leave.

Once a Member's Sick Leave accrual is depleted, the use of Sick Leave shall draw down from the Members accumulated Personal Leave.

If a Member dies in the line of duty, any sick leave balance shall be credited to their PERSI beneficiary.

SECTION C – TRANSITIONAL WORK PROGRAM – NON-JOB-RELATED MEDICAL LEAVE

If the Member is injured or becomes ill as a result of an off-duty incident, the Member will have the option of taking advantage of the TWP in conformance with this subsection or using available Sick Leave. The program is intended for the long term, Member health recovery and is intended for Member utilization after one FLSA time period.

The CITY and UNION agree to the need for the early and safe return to work for any Member restricted from full duty due to an off-duty injury/illness. As such, the Member restricted from full duty will report to work, 40 hours per week based on work being available, until released by a medical professional to return to full duty. The intent is to have the Firefighter engaged in as many duties as medically possible to assist the Firefighter back to full duty as soon as possible.

Any Member who has suffered a non-job-related injury/illness and has been approved by the attending physician to return to work with restrictions, shall report to work to review work restrictions with the Fire Chief to determine if they are eligible for a non-job-related Transitional Work Program (TWP).

TWP assignments and shift involvement shall be subject to the attending physician's work restrictions and the Fire Chief's approval. In the event that the work restrictions will not allow the Member to participate or attend regular work activities, the Member may be subject to modified assignments and light duty within the Fire Department first, or if none are available, then to any other City department. The Member may continue to work the assigned shift schedule, if approved by the attending physician and the Fire Chief.

Shift Firefighters restricted from full duty and reporting for transitional will be compensated based on a 40-hour work week (2080 annual hours) while on TWP, and upon release to full duty will be compensated based on a 56-hour work week (2912 annual hours). Personal leave and Holidays will continue to accrue at shift firefighter rates.

The Member shall provide to Human Resources an updated report from the attending physician upon each visit. The report should include what the Member's current restrictions are. The adopted program will be administered through Fire Department Rules and Regulations.

ARTICLE 20 – SPECIALTY LEAVE

SECTION A – EMERGENCY LEAVE

If an emergency arises while a Member is on-duty or if the Member becomes ill while on-duty, the Member may use leave time with the approval of the Shift Supervisor, providing that the station is adequately staffed. If a Member needs to use emergency time off, they shall wait until their relief is ready-for-duty, unless there is a medical emergency. If coverage is required to provide adequate staffing levels, it shall be paged out as emergency overtime and the covering Member shall be compensated at the emergency overtime rate.

SECTION B – BEREAVEMENT LEAVE

In the event of a death in the immediate family, Shift Firefighters may be eligible for up to 72 hours and Staff Firefighters may be eligible for up to 24 hours of bereavement leave with pay. The Member shall notify the assigned Shift Supervisor as soon as possible prior to the use of bereavement leave. The Fire Chief may request documentation to support the need for bereavement leave. If the Member does not provide the requested documentation, the Fire Chief may deny the leave and/or require the Member to use their accrued Sick Leave, Personal Leave, or Comp Time. If additional time off is required or if a Member wants to take time off from work for the deaths of relatives or friends, a Member may use Sick Leave, Personal Leave, or Comp Time upon approval. The Fire Chief has the discretion to approve or deny the request.

SECTION C - PAID PARENTAL LEAVE

Members eligible for leave accrual need to refer to the City Paid Parental Leave Policy for eligibility and requirements.

ARTICLE 21 – LEGAL TIME OFF

SECTION A – COURT LEAVE

The CITY shall grant leave with pay to any Member for the period of time the Member is subpoenaed to appear before a court, Grand Jury, Judge, Justice, Magistrate or Coroner as a party or a witness due to job related activities.

If a Member has to appear while on duty, the CITY will call back off-duty personnel to cover if necessary. Court leave shall not be available for court appearances of a personal nature.

SECTION B – JURY DUTY

A Member required to be available for jury selection or service shall receive their regular wage for the time which would have been worked but for such jury participation.

If payment is received for such service, the Member will not be required to endorse such payment over to the CITY. The On-duty Shift Officer shall call off-duty personnel to maintain adequate staffing during the Member's absence. Personnel called in for coverage will be compensated in accordance with this AGREEMENT. Additionally, upon completion of above referenced duties and obligations, the Member shall report back to duty to complete their shift.

SECTION C – ACTIVE MILITARY DUTY LEAVE

Any Member who deploys as Active-Duty Military shall remain employed with the CITY Fire Department for the duration of their deployment so as the following requirements are met.

1.) A copy of their military orders may be provided to the Fire Chief and Human Resources as far in advance as possible. If received, official orders shall be kept in the employee's official personnel file.
2.) The Member is in good standing and has no pending disciplinary investigations or actions open.
3.) Upon returning from Active Duty, the Member will request to meet with the Fire Chief per the allotted time in 38 U.S.C. Sec. 4312(c). Members will request to be reinstated to the

same rank held prior to the deployment. Example if a Member is deployed for more than 180 days, Member is afforded 90 days to contact the CITY and request reinstatement.

4.) If deployed for more than 180 days, the Member will be re-evaluated for the position held prior to deployment to determine if remedial training needs to take place prior to returning for duty. This includes step-up duties as well.

5.) If a promotion exam took place during a deployment cycle that the Member would have been eligible for. The Member can request to take the exam after returning to duty. Reasonable accommodations shall be afforded to the Member determined by the Fire Chief and Human Resources such as allowed study time and testing timelines. If the Member passes the exam, the Member will be placed on the promotional list according to their ranking, however the member cannot replace an already promoted individual.

6.) Members are afforded any pay increases that were negotiated during their time of deployment.

    a.) Longevity payment will begin upon their return to work if the members first year anniversary date with the CITY occurred during the deployment.

7.) Personal leave will not be accrued during the duration of a deployment, but their current accrued time will be reinstated at the same level prior to the deployment once the Member comes back to duty.

8.) All benefits are suspended while the member is deployed. Benefits will be reinstated upon the members return to work following normal benefit effective dates.

SECTION D - GUARD / RESERVE DUTY LEAVE

The CITY shall grant leave with full pay to any enlisted Member for regularly scheduled drill days in the National Guard, or as a Reserve. Guard / Reserve Duty Leave shall only be used when drill corresponds with a Members regular scheduled Shift.

1.) The CITY agrees to cover the time a Member attends regularly scheduled Guard / Reserve drill days, up to 10 hours a day for weekend drills and up to 48 hours a week during the two weeks of yearly required drill, not to exceed 166 hours combined in one fiscal year.

2.) Inactive Duty is authorized training performed by Members of a Reserve or National Guard component not on Active Duty. It consists of regularly scheduled unit training periods. Additional inactive duty training outside the normal scheduled periods the member attends

will not be a part of the Guard / Reserve Duty Leave covered by the city. Personal leave or leave without pay may be used for this training.

3.) Members who request Guard / Reserve Duty Leave will be covered for the amount of leave necessary to cover the period of training. If the member decides not to return to work after the training day, the member must coordinate this with their supervisor and must use Personal Leave to cover the remaining shift time. Use of Personal Leave shall be subject to provisions outlined in the Rules and Regulations.

ARTICLE 22 – DUTY SCHEDULE

SECTION A – SHIFT FIREFIGHTERS

The Department shall have a three-platoon rotation, with Shifts designated as A, B, C. The Fire Chief shall designate Shift Firefighters shift and station assignments. A normal shift shall consist of 24 consecutive hours beginning at 8:00 a.m. and continuing until 8:00 a.m. the following day. Such hours shall be performed through a 48/96 shift rotation as follows (X represents a day worked and O represents a day off):

XX OOOO XX OOOO

SECTION B – STAFF FIREFIGHTERS

Staff Firefighters shall receive compensation based on a 40-hour workweek

SECTION C – WORK DUTIES

Every day of the week shall be a standard workday with the duties and training to be performed by members as assigned by the Battalion Chief.

SECTION D – ACADEMY

Any new Shift Firefighter shall receive a minimum 6 weeks of classroom instruction, hands-on training and skills evaluations, preparing the recruit to meet specific standards of the Caldwell Fire Department. During academy members shall receive all rights, privileges and benefits as provided by this AGREEMENT.

LATERAL HIRE

Lateral Shift Firefighters shall undergo a firefighter skills assessment as part of the hiring process. The training division will conduct the skills assessment and review all results with the Fire Chief. The length of academy will be determined based upon these results.

Lateral firefighter academies shall consist of classroom instruction, hands-on training and skills evaluations, preparing the recruit to meet specific standards of the Caldwell Fire Department. During academy members shall receive all rights, privileges and benefits as provided by this AGREEMENT

SECTION E – PROBATION

NEW HIRE

Any Entry Level hire of the Caldwell Fire Department shall serve a 12-month probationary period from the date the member starts shift work. The New hire shall be subject to all testing and evaluation requirements as provided in the Policies and Procedures.

LATERAL HIRE

Any Lateral hire of the Caldwell Fire Department shall serve a 6-month probationary period from their hire date.

The New hire shall be subject to all testing and evaluation requirements as provided in the Policies and Procedures.

PROMOTION PROBATION

Any Member promoted within the Caldwell Fire Department will be placed on probation for a minimum of 6 months.

During this probationary period, they will be monitored to ensure they are meeting expectations and discharging the duties of their position. During probation they shall receive monthly evaluations through the current department evaluation process.

Any Member that is granted military leave for an extended period of time (greater than two weeks) during their probation period, shall have their probation period extended until they return to the full duty. Upon return to full duty, the Member will have a skill validation assessment to identify the course of training required to complete a full probationary period.

ARTICLE 23 – MINIMUM STAFFING

SECTION A – APPARATUS STAFFING

All apparatus for the Caldwell Fire Department shall be staffed and operated by qualified full-time personnel. The Fire Chief shall determine response guidelines for in-service apparatus. The Caldwell Fire Department **minimum** staffing for in-service apparatus, shall be as follows:

- One (1) Battalion Chief

- Three (3) personnel for each Engine Company to be staffed with
    - o One (1) Captain
    - o One (1) Engineer
    - o One (1) Firefighter

- Four (4)personnel for Rescue, Ladder, or Truck Company to be staffed with
    - o One (1) Captain
    - o One (1) Engineer
    - o Two (2) Firefighters

- Two (2) personnel for Squad/Brush Truck
    - o 1 (one) Engineer **and** 1 (one) Firefighter

- One (1) personnel for Water Tender
    - o 1 (one) Engineer

As of the effective date of this agreement, the Caldwell Fire Department operates four (4) stations. A Battalion Chief shall be assigned to each shift and included in daily operational staffing. Station 1 shall be staffed with one (1) Engine Company and one (1) Ladder or Truck Company. All other stations shall be staffed by an Engine and/or Truck/Ladder Company. Any future station shall be staffed in accordance with the staffing configuration set forth in this section, unless otherwise mutually agreed to in writing by the Union and the City.

Both parties agree to meet and confer on the deployment of a second Battalion Chief to daily operational staffing when the number of in-service engine and or ladder/truck companies reaches seven (7).

SECTION B – DAILY MINIMUM STAFFING

Each shift shall be assigned 1 Battalion Chief, 6 Captains, 6 Engineers and 10 Firefighters. Both Parties agree to meet and confer to increase shift staffing as conditions allow for staffing changes. Daily minimum staffing for each station will be dependent on the apparatus assigned to the station and must follow the staffing guidelines outlined in Section A. Personnel assigned to a station may be used to cross-staff various types of apparatus. **Brush trucks, water tenders and reserve apparatus are not required to be staffed on a daily basis.**

In the limited circumstances where the Ladder or Truck is temporarily out-of-service for maintenance or repair and there is no reserve truck available, the DEPARTMENT may put an Engine in service which will be staffed with the minim staffing of a Truck Company.

Any additional firefighters on staff above the required minimums, may be used to increase the staffing of the engines/truck or staff extra apparatus following the apparatus staffing guidelines outlined in Section A.

In order to fulfill staffing requirements each position may be filled by working out of class members. Members must meet current working out of class requirements or be able to fulfill the job duties outlined in the job descriptions.

SECTION C – STATION 18 STAFFING

Station 18 shall be exempt from the Engine Company and/or Truck/Ladder Company apparatus assignment requirements set forth in Section A and shall be assigned, at a minimum, one (1) Squad and/or Brush Truck. Staffing for Station 18 shall comply with the minimum staffing requirements outlined in Section A.

SECTION D – ADVANCED LIFE SUPPORT (ALS) ENGINE, SQUAD, or TRUCK/LADDER COMPANY

An Advanced Life Support (ALS) Engine or Truck company shall consist of a minimum of one (1) licensed paramedic in the State of Idaho. The licensed paramedic shall be the person primarily responsible on that Engine or Truck company apparatus to provide ALS care. The DEPARTMENT will attempt to maintain ALS staffing with Firefighter/Paramedics and/or Engineer/Paramedics, however, the Captain may temporarily be the primary Paramedic on an Engine or Truck, if staffing or other situations arise that have caused as shortage of Paramedics for the shift. For the purposes of this section, “temporarily” shall be defined as a period of thirty (30) calendar days or less.

SECTION E – NFPA 1710 COMPLIANCE

The City of Caldwell and the Caldwell Fire Department agree to maintain a commitment to bring the Fire Department closer to NFPA 1710 compliance. However, this AGREEMENT is not intended to bind the City of Caldwell to expend funds in any manner.

ARTICLE 24 – VACANCIES & PROMOTIONS

SECTION A – VACANCIES

Vacancies in the position of Engineer, Captain, or Battalion Chief shall be filled 30 days following the position being vacated when a current eligibility list exists. Vacancies that occur when no eligibility list exists, shall be filled 30 days following the completion of an examination process. The Fire Chief shall post for a promotional exam within 30 days of the vacated position. Vacancies at the position of Firefighter shall be filled as determined by the Chief. If a vacancy at the position of Firefighter has not been filled within 60 days following the date the position is vacated, the impact of failure to fill the position shall be the subject of collective bargaining. Notwithstanding the above, the Fire Chief may delay the filling of any vacancy that is directly related to, or impacted by, an active grievance, investigation, or appeal process. In such cases, the position may be held open until the conclusion of the process.

Any vacant positions amongst the shifts may be filled by using the Shift Vacancy Bidding process outlined in Standard Operating Procedures.

When a vacancy is created, it is agreed that the Fire Chief will authorize the Battalion Chiefs to schedule empty shift position(s) in order to maintain unit staffing.

SECTION B – PROMOTIONS

Promotional testing procedures shall be provided for in the department Standard Operating Procedures.

ARTICLE 25 – PERSONNEL REDUCTION

A Member may be separated without prejudice because of lack of funds. The Member's separation under this article is to be considered as a result of a reduction-in-force and not discipline, and in no way shall affect the Member's COBRA, unemployment compensation, and other statutory rights and benefits.

SECTION A – NOTIFICATION

The CITY shall first notify the UNION of the need to reduce the number of members who are on payroll within the bargaining unit at least 45 calendar days before the effective date of a layoff. Such notice shall be given in writing addressed to the UNION. The notice shall disclose the number of positions affected and the rank or classification of each position so affected. Immediately after issuing the notice, the CITY shall give the UNION a reasonable period of time, of no less than 21 calendar days, within which it shall meet and confer with the UNION concerning such action.

After the CITY and UNION have had opportunity to meet and confer, each Member who is to be laid off or reduced in rank as a consequence of a reduction-in-force shall be given a written notice, at least 30 calendar days before such action is to occur, of the date, purpose and nature of the action that is to be taken with regard to the Member. The notice shall state the reasons for the action, and any rights which the Member may have under state law, City policy, the Rules and Regulations of the Department, and this AGREEMENT with regard to the Member's employment. A copy of the notice also shall be delivered to the Union.

SECTION B – SENIORITY

In the event a reduction in force is necessary, the reduction shall proceed in reverse order of departmental seniority. The most junior Firefighters within the department shall be laid off first, without regard to rank or classification, unless a Firefighter out of seniority offers to voluntarily be laid off.

SECTION C – TRANSFERS AND DEMOTIONS

Firefighters who are transferred within the department as a result of being reduced in rank and wages shall be placed in the position they last held and compensated at the contract rate for that

position, unless the Firefighter requests a lower rank. No Firefighter can be transferred to a position that they never held. Transferred Firefighters shall have a skill assessment evaluated by the Training Division and may be required to work days or attend a training academy specific to their position prior to being released for shift work.

Any Firefighter demoted in rank as a result of this process shall remain on top of the promotional roster until they are placed back into position.

SECTION D – PAID ON CALL PERSONNEL

Laid off personnel will be given the opportunity to continue working for the Fire Department as Paid-On-Call Personnel (POC). Firefighters that choose to continue working as POC shall operate within the department and be compensated according to the POC guidelines and pay scale.

SECTION E – SEVERANCE PAY

A Member who is laid off shall be paid for all accrued personal leave, based on the member's hourly rate as of the date of separation.

SECTION F – HIRE BACK POLICY

No person may be hired, nor transferred or promoted from any other agency, until all laid off members are given the opportunity to return to work. Laid off members shall be eligible to return to work in order of seniority, being the most senior member by time served shall be hired back first. Any persons returned to their former positions shall receive the full pay grade and benefits for that position. Hired back personnel not returned to their former positions shall be placed at the top of the promotional roster for that position until such time that they are promoted. The Member shall receive no credit for longevity for the period they were laid off. Hired back personnel shall pass an occupational health physical and criminal background check prior to returning to work. Any Member that has been laid off in excess of three years and has not been an active POC member or active structural firefighter, shall be required to follow the current hiring eligibility process used by the Caldwell Fire Department at the time. Those members who are successful in placing on the list shall be moved to the top of the list for hiring. Members returning to work must have all certifications current within one year of being rehired, unless more time is needed as approved by the Fire Chief. Hired back Members shall have a skill assessment evaluated by

the Training Division and may be required to work days or attend a training academy specific to their position prior to being released for shift work.

Notice of recall to the Member's former position shall be given to the Member in writing at the Member's last known post office address, it being the Member's obligation to notify the Fire Chief, or other designated agent of the Fire Department, of any change in address while laid off. The notice shall be by certified mail, return receipt requested. The Member shall be given 21 days from the date of mailing to accept an offer of reinstatement, in which case written acceptance shall be sufficient if filed in any form with the Fire Chief.

SECTION G – CHANGE IN WORKING CONDITIONS

Work that was historically performed by a Member or Members shall not be contracted, hired, or paid out in any way until the PARTIES meet and confer and come to mutual written agreement, pursuant to Idaho code Ch. 18, Title 44.

If Members are expected to engage in additional or new work assignments that result in a change in working conditions, PARTIES agree that "ARTICLE 15 – Wages" shall be opened and negotiated.

ARTICLE 26 – UNIFORMS AND PERSONAL PROTECTIVE EQUIPMENT

SECTION A- STANDARD OPERATING PROCEDURE

Personnel covered by this CLA and represented by Local 1056, shall retain rights to negotiate the development of and/or changes to any department SOP relating to uniforms or personal protective equipment.

SECTION B- DEPARTMENT ISSUED UNIFORM

The Fire Department shall provide to each new firefighter clothing items outlined in SOP 10.045. Some Department-issued clothing will be kept in the Fire Department, along with other clothing items that are kept in stock and are available to firefighters. Clothing items not available at the Department will be available through a uniform vendor that keeps items in stock.

All Firefighters of the Caldwell Fire Department shall be required to dress in uniform while on duty. All uniforms shall be consistent with those specifications outlined in SOP 10.045

Probationary Firefighters shall be issued one set of approved Fire Department uniforms as outlined in SOP 10.045 with the exception of the Class A uniform, which shall be issued following the firefighter's probation period.

Work related uniform items are to be worn only while on duty and shall not be worn off duty unless specifically approved.

At time of separation from the City of Caldwell, the Member shall be obligated to surrender and return all unused clothing articles to the department, and, at the discretion of the Fire Chief, may be required to return all official department wear.

SECTION C– UNIFORM ALLOWANCE

An annual uniform allowance shall be credited to a vendor or account in October of each year. This allowance is meant for the member to maintain an appropriate inventory of uniform items throughout the year.

Annual uniform allowance will be funded at $865.00.

SECTION D – PROTECTIVE CLOTHING AND PERSONAL SAFETY EQUIPMENT

CITY agrees to furnish, at no cost to the Members, the protective clothing and personal safety equipment necessary to the performance of their duties. All protective clothing and equipment will meet the minimum or exceed the standards set forth by the NFPA.

CITY will supply to each Member:

1. Two pairs of structural firefighting turnouts;
2. Two pairs of structural firefighting gloves;
3. One pair of structural firefighting boots;
4. Two structural firefighting protective hoods;
5. One structural firefighting helmet of the Members choice (composite or leather);
    a. Composite: no cost to the Member.
    b. Leather: The Member is responsible for the difference of the cost.
    Parties will develop a budget plan to factor end of probation purchase as well as legacy purchase at the time of promotion or PPE helmet expiration.
6. Personal hearing and eye protection;
7. One gear bag for the purpose of carrying turnout gear when Members are detailed from one station to another;
8. One wildland firefighting helmet;
9. One wildland firefighting shirt/jacket;
10. One pair of leather work gloves.

All protective clothing will be measured to fit each Member in accordance with manufacturer's recommendations.

All protective clothing shall be cleaned in accordance with the manufacturer's recommendations and in accordance with national safety standards and will be annually inspected in accordance with national safety standards.

If during an annual inspection or if equipment is damaged during an incident and it is determined that equipment needs to be replaced, the CITY will replace that equipment.

ARTICLE 27 – SAFETY

It is the desire of the CITY and UNION to maintain recognized standards of safety and health in the Caldwell Fire Department in order to prevent or eliminate accidents, illness, injuries, and death in the fire service. The CITY will provide a reasonably safe and healthy work environment in accordance with applicable state and federal laws and regulations. Safety concerns that arise within the department will be reported to a joint Safety and Health Committee that is organized and functions in accordance with the standard operating policies and procedures.

ARTICLE 28 – HEALTH AND WELLNESS PROGRAM

The CITY and the UNION agree that a program for its members wellness and fitness standards is important to the health and productivity of the Firefighters and to the safety and efficiency in performing Firefighters duties. The UNION and the Fire Chief agree to adopt the following negotiated health and wellness program. Changes to any of the following sections must be negotiated between the UNION and the Fire Chief.

SECTION A- PHYSICAL FITNESS TRAINING

Shift and staff personnel are expected to participate in one (1) hour of physical fitness training each day, as operational demands allow

Participation in physical fitness activities shall be accommodated during each shift. The Shift Battalion Chief shall ensure that daily shift scheduling allows members reasonable time to participate in physical fitness. However, responses to emergency calls and apparatus requiring immediate attention to maintain operational readiness shall take precedence over physical fitness activities.

SECTION B – ANNUAL WELLNESS EXAM

The CITY will provide the members an annual wellness exam to be completed by Emergency Responders Health Clinic. If that provider is no longer available, the CITY and the UNION shall mutually agree upon an alternative wellness exam provider. The annual wellness exam shall be mandatory for all employees that respond to emergency scenes. The UNION and the Fire Chief will work with the department designated physician to define the components of the annual wellness exam. Any changes to exam must be negotiated between the UNION and the Fire Chief. Emergency Responders Health Care Clinic, or any mutually agreed upon wellness exam provider, shall provide notification to the CITY on members that have completed and passed or failed to meet minimum standards of the wellness exam.

SECTION C– FUNCTIONAL MOVEMENT SCREENING (FMS)

Participate in and complete the FMS Program, as administered or approved by the Department.

- Complete the initial program screening and achieve a minimum score of fourteen (14), or, if the minimum score is not achieved, complete the three (3) follow-up appointments as recommended by the program provider.

Members who are required to participate in required follow-up appointments shall be compensated at strait time for the duration of the appointment. Travel to and from these appointments will not be compensated.

SECTION D – MENTAL HEALTH

Members must complete one (1) annual mental health visit with a licensed mental health professional. This is intended solely to support the member's overall wellbeing. The purpose of the screening is to help members identify occupational stressors, recognize early indicators of behavioral health concerns, and develop strategies that promote resilience, recovery, and long-term mental wellness.

Annual mental health visit(s) may be done through Emergency Health Responders licensed mental health providers, or any mutually agreed upon licensed mental health provider, or a members personal licensed provider. Members must provide documentation showing they have completed the visit.

SECTION E – PHYSICAL FITNESS EQUIPMENT

The CITY agrees to purchase and maintain the physical fitness equipment used by personnel.

ARTICLE 29 – INSURANCE

SECTION A - INSURANCE

UNION has secured health, vision, and dental coverage through the IAFF Health & Wellness Trust (HWT), formerly known as the Northwest Firefighters Benefits Trust (NWFFT). CITY agrees to provide funding for the HWT based on each year's current city healthcare contribution rates applicable to the term of this AGREEMENT.

The Union and CITY shall meet and confer each July to discuss any potential changes to City healthcare contribution rates.

UNION agrees to provide the documentation required for the City Finance Department in order for payroll to schedule the appropriate payroll deductions. Additionally, UNION agrees to provide documentation required for the City Finance Department to comply with audit procedures and standards as required by the Government Accounting Standards 74 and 75. UNION agrees to cover its portion of the cost of complying with such audit procedures by paying CITY the amount charged by the auditors for such portion of the audit, if the documentation is requested by the auditors at any time during the audit.

It is agreed that should UNION determine that it would prefer for its Members to return to the City-sponsored healthcare plan in the future, CITY and UNION will meet and confer to determine the feasibility and timing of that return.

ARTICLE 30 – MEDICAL EXPENSE REIMBURSEMENT PLAN

The CITY agrees to contribute $100.00 per month per member to the Washington State Council of Firefighters Post-Retirement Medical Trust ("Trust Fund").

The UNION and the Members agree to hold the CITY harmless and indemnify the CITY from any and all liability, claims, demands, lawsuits, losses, damage, or injury to persons or property, of whatsoever kind, arising from and in any way related to the implementation and administration of the Trust Fund. The UNION and the Members shall be 100% liable for any and all liabilities inclusive of any federal, state, or local agency determination regarding any liabilities that arise out of the Trust Fund. The UNION and Members shall be liable for any and all tax penalties, as well as any other liabilities, arising out of the implementation and administration of the Trust Fund. Under no circumstances whatsoever will the CITY be liable for direct pay of any Trust Fund benefit to the Members or retired Members or their beneficiaries.

ARTICLE 31 – SOCIAL SECURITY

The Referendum vote on the continuation of social security for firefighters has resulted in the loss of social security coverage for all members. As of July 16, 2012, all current and future members shall not be eligible to participate in social security. New members will be required to sign a Statement Concerning Your Employment In A Job Not Covered By Social Security (Form SSA-1945) prior to employment. The CITY and UNION agree that the FICA contributions for social security shall be reallocated into t

he PERSI 401(k) Choice Plan for members as follows:

City of Caldwell 401(k) Plan for Union Firefighters

Effective 1/1/2013:

- Member contribution of 1% of gross wages – City matches 6.2% of gross wages
- Member contribution of 2% of gross wages – City matches 6.7% of gross wages
- Member contribution of 3% of gross wages – City matches 7.2% of gross wages
- Member contribution of 4% of gross wages – City matches 7.7% of gross wages
- Member contribution of 5% of gross wages – City matches 8.2% of gross wages

ARTICLE 32 – END OF URBAN RENEWAL DISTRICT

Upon the termination of the Caldwell Urban Renewal District, Parties agree that they will meet and discuss the budgetary effects of such termination on this AGREEMENT as it pertains to the Caldwell Fire Department's use of its assigned budget and allocations.

ACCEPTANCE

In witness whereof the parties hereto have caused this AGREEMENT to be executed by the duly authorized officers, the day first written above.

CITY OF CALDWELL, IDAHO ("CITY")

_____

Mayor

Attest:

_____

Caldwell City Clerk

CALDWELL FIREFIGHTERS
IAFF LOCAL 1056 ("UNION")

_____

KOLBY KERBS, President

APPENDIX A WAGE SCALE

CALDWELL FIRE WAGE SCALE			
Position	**Oct 26'**	**Oct 27'**	**Oct 28'**
Entry Level Firefighter	$24.41		
Firefighter	$28.75		
Engineer	$32.67		
Captain	$36.53		
Training Captain	$53.70		
Battalion Chief	$40.35		

Additional Notes
*The wage listed for Entry Level Firefighter may be converted for Academy Recruit Firefighters based on a **2080** work schedule. Firefighters hired at Entry Level Firefighter rate will progress to the Firefighter rate 12 months from date of hire.
Paramedics shall receive additional compensation to their base wage of $1.25/HR
Training Captain position is a suppression Captain base wage converted to a **2080** work schedule. In addition, the wage includes an additional 5% base wage increase over a suppression Captain base wage.
Bilingual Incentive will be compensated an additional $0.50 per hour to the base wage.

APPENDIX D

Accepted Advanced Degrees

Accounting
Applied Mathematics
Applied Science
Aviation
Behavioral Science
Biology
Business Administration
Business Administration/Management
Business Management
Communication
Criminal Justice
Criminal Justice Administration
Diesel Technology
Education
Electronics
Emergency Management
Engineering
Fire Protection Technology
Fire Science
Fire Science Administration
Fire Science Technology
Fire Service Technology
Fire Service Training
Fire Suppression Technology
Forestry
General Business
General Studies
Geology
Geology/Business
Industrial Business
Information Science
Management & Computer Information Science
Management & Organization
Nursing
Photographic Science
Physical Education
Physics/Mathematics
Political Science
Pre-Medical/Dental/Zoology
Psychology
Social Science/History
Video Production

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Consider Resolution authorizing the execution of a subrecipient agreement between the City of Caldwell and Advocates Against Family Violence for a Community Development Block Grant (CDBG) award in the amount of $111,000.

Summary Statement:

Resolution authorizing subrecipient agreement between the City of Caldwell and Advocates Against Family Violence for a CDBG grant award.

Recommended Action:

Approve execution of agreement between City of Caldwell and Advocates Against Family Violence for CDBG Grant Award.

Budget: Finance Review
Budgeted

Cost:	$111,000
GL Account:	CDBG Entitlement Funds
Timeline:	9/8/2026 - 12/31/2026
Department:	
Project Manager:	

Attachments:

1. AAFV Full Agreement

RESOLUTION NO. 236-26

RESOLUTION AUTHORIZING THE EXECUTION OF A SUBRECIPIENT AGREEMENT BETWEEN THE CITY OF CALDWELL AND ADVOCATES AGAINST FAMILY VIOLENCE FOR A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AWARD IN THE AMOUNT OF $115,000 FOR PUBLIC FACILITIES AND INFRASTRUCTURE ENERGY EFFICIENCY IMPROVEMENTS.

EFFECTIVE AS OF SEPTEMBER 8, 2026 (FOR CDBG PROGRAM YEAR 2025)

BE IT HEREBY RESOLVED by the Mayor and Council of the City of Caldwell, Idaho, that the Caldwell City Council has approved the execution of the Subrecipient Agreement made a part hereof as set forth in full.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho, this 8th day of September 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho, this 8th day of September 2026.

_____

Eric Phillips, Mayor

ATTEST:

_____

Kristina Buchan, Clerk

CITY OF CALDWELL, IDAHO
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
SUBRECIPIENT AGREEMENT
City-Contracted Construction Project

Federal Award Grant Identification Number:	B-23-MC-16-0008
Assistance Listing Title (CFDA Title):	Community Development Block Grants Entitlement Grants
Assistance Listing Number	14.218
Agreement No:	2026-AAFV
Responsible Entity:	City of Caldwell
Lead and Responsible Department:	Community Development Department
CDBG Funding Source / Program:	US Department of Housing and Urban Development
CDBG Eligible Activity: *24 CFR § 570.201(c)*	Public facilities/improvements; energy efficiency improvements
CDBG Matrix Code:	03C
CDBG National Objective: *24 CFR § 570.208*	Low- to Moderate-Income Clientele (LMC), Presumed LMI
Subrecipient Name:	Advocates Against Family Violence
Subrecipient ID (SAM.gov)	L4477VW5G2MN3, Expires 1/5/2027
Subrecipient Period of Performance (Start Date):	October 1, 2025
Subrecipient Period of Performance (End Date):	September 30, 2026
Total Original Amount Obligated via Agreement:	$115,000 (CDBG funds)
Federal Award Program/Project/Activity Description:	Replace 48 windows and screens and repair the soffit and fascia at Hope's Door Shelter to improve safety, energy efficiency, and living conditions for survivors and children.
IDIS Project Name	Advocates Against Family Violence-windows
IDIS Activity ID:	105

Official City Contact for Award: Joanna Bartrop, CDBG Program Manager
205 S 6th Avenue, Caldwell, ID 83605 | Phone: (208) 455-4642 | Email: cdbg@cityofcaldwell.org

This CDBG Subrecipient Agreement is made and entered into this _____ day of _____ 2026, by and between the City of Caldwell, a municipal corporation formed and existing pursuant to Title 50, Idaho Code ("City" or "Grantee") and Advocates Against Family Violence, an Idaho nonprofit corporation ("Subrecipient"). City and Subrecipient may be referred to herein as the "parties" or a "party" as the case may be.

RECITALS

WHEREAS, the Community Development Block Grant Program ("CDBG") is administered by the United States Department of Housing and Urban Development ("HUD"); and

WHEREAS, the City is an entitlement community and a federal recipient of CDBG funds provided by HUD pursuant to its authority under the Housing and Community Development Act of 1974, as amended, (42 USC §5301 et seq) in furtherance of its goal of promoting community development and improvement of public facilities, as further detailed in the Consolidated Plan for Housing and Community Development Programs; and

WHEREAS, the City acts as a financing disbursement conduit between HUD and subrecipients to implement programs, projects or activities utilizing such Community Development Block Grants ("CDBG"), consistent with the requirements of 24 CFR Part 570 and 2 CFR Part 200, which implement requirements of the Act and/or HUD for CDBG programs, which requirements Subrecipient agrees to comply with and all of which are hereby incorporated as part of this Agreement; and

WHEREAS, Advocates Against Family Violence submitted a proposal to the City to utilize CDBG funds Public Facility and Infrastructure to replace 48 windows, repair/replace soffit and facia at the Domestic Violence Women and Children's shelter; and

WHEREAS, CDBG funds for public facility and improvements are an eligible activity under the CDBG Program in accordance with 24 CFR §570.202 and meets a national objective as required under 24 CFR §570.200(a)(2) and 24 CFR §570.208(a)(3); and

WHEREAS, the parties desire to enter into this Agreement in order to ensure compliance with the requirements of the CDBG regulations by Subrecipient and to secure other promises of Subrecipient regarding the use of these CDBG funds for the Property to benefit low- and moderate-income persons, with a presumed benefit, as defined under the standards of eligibility established by HUD.

AGREEMENT

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the sufficiency and receipt whereof being hereby acknowledged, the City and Subrecipient agree as follows:

1.1 Project Structure

The Parties expressly agree that this Agreement is structured so that:

A. The Subrecipient is the CDBG subrecipient responsible for carrying out the approved activity in accordance with this Agreement;

B. The city will retain responsibility for procurement of the construction work;

C. The city, and not the Subrecipient, will solicit bids or proposals, select the construction contractor, and execute the construction contract;

D. The city will make payments directly to the construction contractor and other City-procured project vendors, as applicable;

E. The Subrecipient will not independently enter into a construction contract for the CDBG-funded work unless specifically authorized in writing by the City;

F. The city will administer the construction contract, including applicable federal labor standards, contractor compliance, payment requests, change orders, inspections, and construction closeout; and

G. The Subrecipient will remain responsible for all obligations assigned to it under this Agreement and shall cooperate fully with the City in satisfying all applicable CDBG, federal, state, and local requirements.

Direct contracting by the city with the construction contractor does not eliminate or reduce the Subrecipient's responsibilities under this Agreement.

ARTICLE II - AUTHORITY AND APPLICABLE REQUIREMENTS

2.1 Federal Authority

This Agreement is entered into pursuant to:

Title I of the Housing and Community Development Act of 1974, as amended;

- 24 CFR Part 570, Subpart C;
- 24 CFR §570.501;

- 24 CFR §570.502;
- 24 CFR §570.503;
- 24 CFR §570.504, as applicable;
- 2 CFR Part 200, including applicable administrative requirements, cost principles, and audit requirements;
- Applicable federal civil rights requirements;
- Applicable HUD program notices, regulations, guidance, and requirements;
- The City's HUD-approved Consolidated Plan and Annual Action Plan;
- The City's executed CDBG grant agreement with HUD; and
- All other federal requirements applicable to the activity.

The City remains responsible to HUD for ensuring that CDBG funds are used in accordance with applicable program requirements. The use of a subrecipient or contractor does not relieve the city of that responsibility. 24 CFR §570.501.

2.2 Order of Precedence

If there is a conflict between documents governing the project, the following order of precedence shall apply, unless otherwise required by federal law:

- Federal statutes and applicable federal regulations;
- HUD requirements and applicable HUD notices;
- The City's HUD-approved CDBG grant requirements;
- This Agreement;
- Approved amendments to this Agreement;
- The approved Scope of Work and Budget;
- Other incorporated attachments.

No provision of this Agreement shall be interpreted to waive or supersede a mandatory federal requirement.

ARTICLE III - DEFINITIONS

For purposes of this Agreement:

3.1 "CDBG"

Community Development Block Grant funds awarded to the City by HUD.

3.2 "City"

The City of Caldwell, Idaho, acting as the HUD CDBG entitlement grantee.

3.3 "Contractor"

A person or entity selected and contracted directly by the City to perform construction, professional services, or other procurement-related work associated with the Project.

3.4 "CDBG Activity"

The specific activity approved by the City and HUD and described in this Agreement and its attachments.

3.5 "Program Income"

Gross income received by the Subrecipient or the City that is directly generated from the use of CDBG funds, as defined and governed by applicable CDBG requirements.

3.6 "Project"

The CDBG-funded activity identified in Article IV and Attachment A.

3.7 "Subrecipient"

The entity identified as the Subrecipient in this Agreement and meeting the applicable definition under 24 CFR Part 570.

3.8 "HUD"

The United States Department of Housing and Urban Development.

3.9 "IDIS"

HUD's Integrated Disbursement and Information System.

ARTICLE IV - PROJECT DESCRIPTION AND SCOPE OF WORK

4.1 Project Name

Advocates Against Family Violence-windows

4.2 Project Location

715 N. 16th St. Caldwell, ID 83605

4.3 CDBG Activity

The Subrecipient shall carry out the following approved CDBG activity:

Replacement of shelter's existing windows that have deteriorated over time, resulting in drafts, reduced energy efficiency, increased maintenance costs, and security concerns. Several screens are damaged or no longer functional, limiting ventilation and reducing the

comfort of residents. In addition, sections of the exterior soffit and fascia need repair due to age and wear, creating ongoing maintenance issues and potential structural concerns.

The soffit and fascia repairs are necessary to restore the integrity of the building envelope and attic ventilation system. Damaged soffits have impaired proper airflow within the attic, contributing to increased heat buildup and reduced energy efficiency. The proposed repairs will restore ventilation, help regulate interior temperatures, reduce strain on heating and cooling equipment, and improve the overall energy performance of the facility.

4.4 National Objective

The activity shall meet the following CDBG national objective:

☐Benefit to low- and moderate-income persons (presumed LMI)

☒Benefit to low-and moderate-income clientele (LMC) – presumed LMI

☐Elimination or prevention of slums or blight

☐Urgent need

☐Other HUD-approved national objective: _____

The applicable national objective documentation is incorporated into this Agreement as Attachment B.

4.5 Eligible Activity

The activity qualifies as the following CDBG-eligible activity:

24 CFR §570.201(c): Public facilities and improvements

4.6 Scope

The approved scope shall include, at minimum:

- Replacement of 48 windows with low-e, energy efficiency windows, to include materials and labor. Davis Bacon wages apply.
- Soffit and fascia replacement for Main Structure and Apartment Section to include soffit ventilation, materials and labor. Davis Bacon wages apply.
- Lead remediation, if necessary.

The detailed Scope of Work is incorporated as Attachment A.

4.7 Changes to Scope

The Subrecipient shall not materially change the approved activity without prior written approval from the City.

Changes that affect eligibility, national objective compliance, budget, location, beneficiaries, environmental review, or other HUD requirements may require a formal amendment to the City's Annual Action Plan, IDIS activity, environmental review, or this Agreement.

ARTICLE V - CDBG FUNDING

5.1 Maximum Award

The maximum CDBG amount available for the Project is **$115,000.**

The City shall not be obligated to provide CDBG funds exceeding this amount unless the Agreement is formally amended in writing.

5.2 Nature of Funding

CDBG funds awarded under this Agreement are federal assistance and may be used only for eligible and approved Project costs.

5.3 Direct Payment by City

The Parties expressly agree that the City may expend the Subrecipient's CDBG award directly by paying:

- the construction contractor;
- approved professional service providers;
- permit costs;
- suppliers;
- testing laboratories;
- lead based paint remediation (if applicable);
- asbestos remediation (if applicable);
- inspectors;
- engineers;
- other City-procured Project vendors; and
- other eligible Project costs approved by the City.

Direct payment by the City shall constitute an expenditure against the Subrecipient's approved CDBG award.

5.4 No Guaranteed Cash Disbursement to Subrecipient

Nothing in this Agreement requires the city to transfer the full CDBG award directly to the Subrecipient.

The City may retain and administer the CDBG funds and make payments directly to contractors and vendors.

5.5 No Obligation Beyond Award

The City shall have no obligation to pay Project costs exceeding the approved CDBG award or otherwise approved funding sources.

The Subrecipient shall be responsible for costs that it incurs without prior written authorization from the City.

5.6 Non-CDBG Funds

The Subrecipient shall identify all other sources of funding used for the Project.

No other funds shall be used in a manner that conflicts with CDBG requirements.

ARTICLE VI - CITY PROCUREMENT AND DIRECT CONTRACTING

6.1 City Procurement

The City shall be responsible for procuring the construction work associated with the Project.

The City shall conduct procurement in accordance with applicable federal requirements, including applicable provisions of 2 CFR Part 200, City procurement requirements, Idaho law, and any applicable HUD requirements.

6.2 Contractor Selection

The City shall determine the appropriate procurement method and shall select the contractor in accordance with applicable requirements.

The Subrecipient may provide technical information concerning the Project but shall not control or improperly influence the City's procurement process.

6.3 Construction Contract

The City shall enter into the construction contract directly with the selected Contractor.

The Subrecipient shall not execute a separate construction contract for the same CDBG-funded work.

6.4 Federal Contract Requirements

The City shall include applicable federal contract provisions in the construction contract, including, as applicable:

- equal employment opportunity;
- Section 3;
- Davis-Bacon and Related Acts;
- Copeland "Anti-Kickback" Act;
- Contract Work Hours and Safety Standards Act;
- applicable environmental requirements;
- debarment and suspension;
- Byrd Anti-Lobbying Amendment;
- remedies for breach;
- termination provisions;
- applicable BABA requirements;
- applicable recordkeeping requirements; and
- other required federal clauses.

HUD provides federal labor standards forms and contract provisions, including HUD-4010 and applicable construction contract conditions.

6.5 Contractor Payments

The City shall review and approve contractor payment requests in accordance with the construction contract.

The city may require:

- invoices;
- payment applications;
- certified payrolls;
- lien releases;
- inspection reports;
- progress documentation;
- photographs;
- contractor certifications;
- subcontractor information; and

- other documentation required by the City or HUD.

6.6 Change Orders

All change orders involving CDBG-funded work shall be approved in accordance with the City's construction contract and applicable federal requirements.

No change order shall be approved if it would cause the Project to violate CDBG eligibility or exceed available funding unless the City determines that the change is otherwise allowable and funding is available.

6.7 Construction Administration

The City shall administer the construction contract, including, as applicable:

- notice to proceed;
- inspections;
- payment applications;
- certified payroll review;
- labor standards enforcement;
- change orders;
- contractor compliance;
- substantial completion;
- final inspection;
- punch list;
- final payment; and
- construction closeout.

ARTICLE VII - SUBRECIPIENT RESPONSIBILITIES

The Subrecipient shall:

- carry out the approved activity in accordance with this Agreement;
- use CDBG resources only for approved purposes;
- provide timely information requested by the City;
- provide access to Project sites;
- cooperate with inspections and monitoring;
- maintain required records;
- provide required reports;

- immediately notify the city of circumstances that could affect Project completion;
- immediately notify the City of suspected fraud, waste, abuse, or misuse of funds;
- comply with applicable nondiscrimination requirements;
- comply with applicable conflict-of-interest requirements;
- cooperate with environmental review requirements;
- assist the city with labor standards compliance when requested;
- assist the City with Section 3 compliance when requested;
- maintain property and asset records as required;
- maintain the Project after completion when required;
- ensure that its employees, agents, consultants, and representatives comply with this Agreement;
- provide documentation necessary for IDIS reporting;
- comply with applicable audit requirements; and
- perform all other responsibilities expressly assigned to the Subrecipient under this Agreement.

ARTICLE VIII - ENVIRONMENTAL REVIEW

8.1 Environmental Review Required

No construction or other choice-limiting activity shall commence before the City has completed the required environmental review and received any required HUD release of funds.

8.2 Subrecipient Cooperation

The Subrecipient shall provide information and documentation requested by the City for environmental review.

8.3 Choice-Limiting Actions

The Subrecipient shall not:

- commence construction;
- enter into binding construction commitments;
- acquire property where prohibited;
- demolish structures;
- undertake other choice-limiting actions;

until the city confirms that such action is permitted.

8.4 Environmental Conditions

The Subrecipient shall comply with all environmental mitigation measures and conditions imposed as part of the environmental review.

ARTICLE IX - NATIONAL OBJECTIVE AND BENEFICIARY REQUIREMENTS

9.1 National Objective

The Subrecipient shall ensure that the Project meets the national objective identified in Attachment B.

9.2 Documentation

The Subrecipient shall maintain documentation demonstrating compliance with the applicable national objective.

9.3 Changes in Beneficiaries

The Subrecipient shall immediately notify the City if there is any material change in the persons, households, area, facility users, or other beneficiaries intended to be served.

9.4 Failure to Meet National Objective

If the Project fails to meet its required national objective, the City may require corrective action, repayment, reprogramming, or other remedies permitted by federal law.

ARTICLE X - DAVIS-BACON AND FEDERAL LABOR STANDARDS

10.1 Applicability

Where applicable under Section 110 of the Housing and Community Development Act of 1974 and other applicable federal requirements, laborers and mechanics working on CDBG-financed construction shall be paid wages at rates not less than those determined under the Davis-Bacon Act.

HUD identifies Section 110 as the statutory Davis-Bacon provision applicable to CDBG construction financed with Title I funds, subject to the statutory requirements and exceptions.

10.2 City Administration

The City shall administer applicable federal labor standards requirements for the City construction contract.

10.3 Subrecipient Cooperation

The Subrecipient shall:

- provide access to Project locations;
- notify the city of observed labor standards concerns;
- provide information requested by the city;
- cooperate with employee interviews and investigations;
- avoid interfering with labor standards investigations; and
- retain documentation required by this Agreement.

10.4 Contractor Responsibility

The Contractor and applicable subcontractors shall comply with all labor standards provisions incorporated into the construction contract.

10.5 No Circumvention

The Parties shall not structure contracts, change orders, or Project components for the purpose of avoiding applicable federal labor standards.

ARTICLE XI - SECTION 3

11.1 Applicability

The Parties shall comply with Section 3 requirements applicable to the Project under 24 CFR Part 75 and other applicable HUD requirements.

11.2 City Responsibility

The City shall incorporate applicable Section 3 requirements into the construction contract and administer applicable contractor compliance.

11.3 Subrecipient Cooperation

The Subrecipient shall provide reasonable assistance requested by the City to identify Section 3 workers, Section 3 business concerns, or other opportunities associated with the Project.

11.4 Documentation

The Subrecipient shall provide information reasonably requested by the City for Section 3 reporting.

ARTICLE XII - PROCUREMENT AND CONFLICT OF INTEREST

12.1 City Procurement

The City shall conduct its procurement activities in accordance with applicable federal and local requirements.

12.2 Subrecipient Procurement

If the Subrecipient purchases goods or services using CDBG funds directly, it shall comply with all procurement requirements applicable to the Subrecipient.

12.3 Standards of Conduct

The Subrecipient shall maintain written standards of conduct governing conflicts of interest in accordance with applicable federal requirements.

HUD states that federal award recipients and subrecipients must have procurement standards addressing conflicts of interest consistent with applicable federal requirements, including 2 CFR §200.318(c).

12.4 Prohibited Interests

No officer, employee, agent, consultant, elected official, appointed official, or other person exercising functions or responsibilities with respect to the Project may obtain an improper financial interest or benefit from the Project.

12.5 Disclosure

The Subrecipient shall promptly disclose any actual, apparent, or potential conflict of interest to the City.

ARTICLE XIII - FINANCIAL MANAGEMENT

13.1 Financial Management System

The Subrecipient shall maintain financial management systems sufficient to:

- account for CDBG funds;
- document eligible expenditures;
- distinguish CDBG funds from other funds;
- prevent duplication of benefits or payments;
- maintain supporting documentation; and
- permit effective monitoring and audit.

13.2 Allowable Costs

Costs charged to CDBG shall be allowable, allocable, reasonable, necessary, and adequately documented.

13.3 Unsupported Costs

The city may disallow costs that are:

- unsupported;
- ineligible;
- unreasonable;
- unnecessary;
- improperly allocated;
- duplicative;
- inadequately documented; or otherwise, inconsistent with federal requirements.

13.4 Repayment

The Subrecipient shall reimburse the City for costs determined to be ineligible or improperly expended when the Subrecipient caused or contributed to the improper expenditure, to the extent permitted by law.

ARTICLE XIV - PROGRAM INCOME

14.1 Program Income

Program income shall be handled in accordance with 24 CFR §570.504 and applicable HUD requirements.

14.2 Notification

The Subrecipient shall immediately notify the City of any income generated by the use of CDBG funds.

14.3 City Control

Unless otherwise approved in writing by the City and permitted by HUD, program income received by the Subrecipient shall be reported to the City and shall be subject to City direction.

14.4 Closeout

Upon termination or expiration of this Agreement, the Subrecipient shall remit to the City any program income or CDBG funds required to be returned.

ARTICLE XV - RECORDKEEPING

15.1 Records

The Subrecipient shall maintain complete records concerning:

- Project activities;
- expenditures;
- beneficiaries;
- national objective compliance;
- procurement;
- personnel;
- contracts;
- property;
- program income;
- monitoring;
- audits;
- civil rights compliance;
- environmental compliance;
- Section 3 compliance;
- labor standards information provided to the City; and
- other records required by HUD or the City.

15.2 Retention

Records shall be retained for the period required by applicable federal CDBG requirements and this Agreement.

For CDBG activities, applicable record retention requirements should be determined under 24 CFR Part 570 and the current federal requirements incorporated into the City's HUD award. HUD's CDBG regulation contains specific record-retention provisions applicable to subrecipients.

15.3 Access

The City, HUD, the U.S. Government Accountability Office, the Inspector General, and other authorized federal or governmental entities shall have access to Project records as permitted by law.

ARTICLE XVI - REPORTING

The Subrecipient shall submit reports required by the City, including:

16.1 Monthly Reports

Unless otherwise approved, the Subrecipient shall provide monthly status reports containing:

- work completed;
- work remaining;
- Project schedule;
- problems or delays;
- expenditures;
- anticipated expenditures;
- beneficiary information;
- compliance issues;
- photographs, when requested; and
- other information requested by the city.

16.2 Quarterly Reports

The City may require quarterly performance reports in a form established by the CDBG Division.

16.3 Final Report

Within 30 days following completion of the activity, the Subrecipient shall submit a final report documenting:

- completion of the Scope of Work;
- final Project outcomes;
- beneficiaries served;
- final expenditures;
- remaining funds;
- program income;
- property/assets;
- compliance certifications; and
- other required closeout documentation.

ARTICLE XVII - MONITORING

17.1 City Monitoring

The City shall monitor the Subrecipient's performance to determine compliance with:

- this Agreement;
- CDBG requirements;
- applicable federal regulations;
- approved Scope of Work;

- approved budget;
- national objective;
- performance requirements; and
- applicable civil rights and other federal requirements.

17.2 Monitoring Methods

Monitoring may include:

- desk reviews;
- site visits;
- financial reviews;
- programmatic reviews;
- interviews;
- record reviews;
- construction inspections;
- contractor monitoring;
- beneficiary verification; and
- corrective action reviews.

17.3 Corrective Action

The City may issue written findings and require a corrective action plan.

The Subrecipient shall correct identified deficiencies within the time established by the City.

17.4 High-Risk Designation

The City may designate the Subrecipient as high risk and impose additional conditions when permitted by federal requirements.

ARTICLE XVIII - CIVIL RIGHTS AND NONDISCRIMINATION

The Subrecipient shall comply with applicable federal civil rights laws and regulations, including, as applicable:

- Title VI of the Civil Rights Act of 1964;
- Title VIII of the Civil Rights Act of 1968, as amended;
- Section 504 of the Rehabilitation Act of 1973;
- Americans with Disabilities Act;
- Age Discrimination Act of 1975;
- applicable Fair Housing requirements;

- applicable Executive Orders; and
- other federal nondiscrimination requirements applicable to the Project.

The Subrecipient shall not discriminate against any person on the basis prohibited by applicable federal law in connection with the Project.

ARTICLE XIX - AFFIRMATIVE OBLIGATIONS

The Subrecipient shall cooperate with the City's obligations to:

- affirmatively further fair housing, where applicable;
- provide meaningful access to persons with limited English proficiency;
- provide reasonable accommodation and accessibility;
- comply with applicable Section 504 requirements;
- comply with applicable ADA requirements; and
- implement other civil rights obligations applicable to the CDBG activity.

ARTICLE XX - DEBARMENT AND SUSPENSION

The Subrecipient represents that it and its principals are not suspended, debarred, or otherwise excluded from participation in federal assistance programs.

The Subrecipient shall not knowingly enter into a covered transaction with an entity or person who is suspended or debarred from participation in federal programs.

The Subrecipient shall provide certifications requested by the City.

Federal requirements prohibit federal awards to entities that are debarred, suspended, or otherwise excluded, subject to applicable federal rules.

ARTICLE XXI - LOBBYING

The Subrecipient shall comply with applicable federal restrictions on lobbying activities using federal funds.

The Subrecipient shall complete any required certification and disclosure forms.

No CDBG funds shall be used for lobbying activities prohibited by federal law.

ARTICLE XXII - SUBAWARDS AND SUBCONTRACTING

The Subrecipient shall not transfer, assign, or subaward CDBG responsibilities to another entity without prior written approval from the City.

The Subrecipient shall remain responsible for the performance of any approved subrecipient, consultant, or contractor engaged by the Subrecipient.

Nothing in this Article authorizes the Subrecipient to contract for the construction work that the City has expressly retained for direct City procurement.

ARTICLE XXIII - PROPERTY AND ASSET REQUIREMENTS

23.1 Property Acquired With CDBG Funds

Any real or personal property acquired or improved with CDBG funds shall be subject to applicable CDBG requirements.

23.2 Continued Use

The Subrecipient shall use CDBG-assisted property for the approved CDBG purpose for a period of five (5) years. Failure to maintain the property for the CDBG purpose may result in repayment of a portion of the CDBG funds.

23.3 Disposition

The Subrecipient shall not sell, transfer, lease, encumber, or otherwise dispose of CDBG-assisted property for a minimum of five (5) years without prior written approval from the City.

23.4 Reversion

At termination or expiration, the Subrecipient shall transfer to the City any CDBG funds on hand and accounts receivable attributable to CDBG funds and shall comply with applicable real-property and equipment disposition requirements.

ARTICLE XXIV - INSURANCE AND RISK MANAGEMENT

The Subrecipient shall maintain insurance appropriate to its responsibilities under this Agreement, including, as applicable:

- general liability;
- workers' compensation;
- automobile liability;
- property insurance;
- professional liability; and
- other insurance required by the City.

The City may establish minimum coverage amounts based on the Project.

The Subrecipient shall provide certificates of insurance upon request.

The construction contractor's insurance requirements shall be established in the City's construction contract.

ARTICLE XXV - INDEMNIFICATION

To the extent permitted by Idaho law, the Subrecipient shall defend, indemnify, and hold harmless the City, its officers, employees, agents, and representatives from claims, damages, losses, liabilities, and expenses arising from the Subrecipient's negligent or wrongful acts or omissions in carrying out its responsibilities under this Agreement.

Nothing in this Agreement shall be interpreted as requiring the Subrecipient to indemnify the City for the City's own negligent or wrongful acts where such indemnification is prohibited by law.

ARTICLE XXVI - CONSTRUCTION PROJECT RESPONSIBILITIES

26.1 City

The City shall be responsible for:

- procurement;
- contractor selection;
- construction contract;
- contractor payments;
- construction administration;
- applicable labor standards;
- applicable Section 3 requirements;
- inspections assigned to the city;
- change orders;
- construction closeout.

26.2 Subrecipient

The Subrecipient shall be responsible for:

- providing reasonable access;
- providing information;
- identifying Project needs;
- cooperating with inspections;
- identifying deficiencies known to the Subrecipient;
- maintaining the completed Project when required;
- carrying out responsibilities identified in the Scope of Work.

26.3 No Contractor Relationship

The Contractor shall be an independent contractor of the City.

Nothing in this Agreement shall create an employment, agency, joint venture, or contractual relationship between the Subrecipient and the Contractor.

26.4 No Contractor Selection by Subrecipient

The Subrecipient shall not:

- select the Contractor;
- direct the City's procurement;
- negotiate the City's construction contract;
- authorize payment;
- approve change orders on behalf of the city; or
- direct the Contractor in a manner inconsistent with the City's construction contract.

This provision does not prohibit reasonable communication between the Subrecipient and Contractor concerning Project operations, provided such communication does not conflict with the City's contract administration authority.

ARTICLE XXVII - PROJECT COMPLETION

The Project shall be considered complete when:

- the approved Scope of Work has been completed;
- the city has accepted the construction work;
- all required inspections are complete;
- required federal labor standards documentation is complete;
- required contractor closeout documentation has been received;
- all CDBG expenditures have been reconciled;
- all required performance documentation has been received;
- the national objective has been documented;
- all required reporting has been completed; and
- the city determines that the CDBG activity is ready for closeout.

ARTICLE XXVIII - CLOSEOUT

28.1 Subrecipient Closeout

The Subrecipient shall provide all documents requested by the City for closure.

28.2 Final Financial Reconciliation

The City shall determine the final amount of CDBG funds expended.

28.3 Unused Funds

Any remaining CDBG funds shall remain under City control and shall not be spent after the Project closeout unless authorized under an approved amendment or other CDBG activity.

28.4 Closeout Does Not Eliminate Long-Term Requirements

Closeout of this Agreement does not eliminate obligations that by their nature survive closeout, including:

- property use restrictions;
- record retention;
- audit requirements;
- program income;
- civil rights obligations;
- repayment obligations; and
- other continuing federal requirements.

ARTICLE XXIX - SUSPENSION AND TERMINATION

29.1 Suspension

The city may suspend payments or Project activities when permitted by law if the Subrecipient fails to comply with this Agreement or applicable federal requirements.

29.2 Termination for Cause

The city may terminate this Agreement if the Subrecipient materially fails to comply with:

- this Agreement;
- applicable federal requirements;
- the approved Scope of Work;
- reporting requirements;
- financial management requirements;
- civil rights requirements;
- monitoring requirements; or
- other material conditions.

29.3 Opportunity to Cure

Except where immediate action is required to protect federal funds or comply with law, the City shall provide written notice identifying the deficiency and a reasonable opportunity to cure.

29.4 Termination for Convenience

The City may terminate this Agreement for convenience when permitted by applicable federal requirements and upon written notice to the Subrecipient.

29.5 Effect of Termination

Upon termination, the Subrecipient shall:

- cease unauthorized expenditures;
- return funds required by the City;
- provide records;
- transfer Project documents;
- cooperate in Project transition;
- account for property; and
- perform other closeout actions required by the city.

ARTICLE XXX - REMEDIES

If the Subrecipient fails to perform, the city may, as appropriate:

- require corrective action;
- withhold payment;
- disallow costs;
- require repayment;
- suspend the activity;
- impose additional conditions;
- terminate the Agreement;
- pursue other remedies available under federal, state, or local law.

The City's exercise of one remedy does not necessarily waive another available remedy.

ARTICLE XXXI - AUDIT

The Subrecipient shall comply with applicable federal audit requirements.

If the Subrecipient is subject to the Single Audit Act and 2 CFR Part 200 Subpart F, it shall complete the required audit and provide the City with applicable audit information.

The City may require an independent audit or financial review when authorized by law and is reasonably necessary to protect CDBG funds.

ARTICLE XXXII - FRAUD, WASTE, ABUSE, AND MANDATORY DISCLOSURES

The Subrecipient shall promptly notify the City of suspected:

- fraud;
- bribery;
- kickbacks;
- conflicts of interest;
- theft;
- misuse of federal funds;
- false statements;
- other criminal conduct; or
- material violations of federal requirements.

Where required by federal law, the Subrecipient shall make required disclosures to appropriate federal authorities.

Federal rules include mandatory disclosure requirements for credible evidence of certain violations involving federal awards.

ARTICLE XXXIII - DUPLICATION OF BENEFITS

The Subrecipient shall disclose all other public or private financial assistance received for the same Project costs.

The city may reduce CDBG assistance to prevent duplication of benefits.

The Subrecipient shall promptly notify the City of additional funding received after execution of this Agreement.

ARTICLE XXXIV - ACCESS TO PROJECT SITE

The Subrecipient shall provide the City and authorized representatives with reasonable access to the Project site for:

- inspections;
- monitoring;
- environmental review;
- labor standards enforcement;
- civil rights compliance;

- financial monitoring;
- audits; and
- other CDBG oversight.

ARTICLE XXXV - PUBLICITY AND USE OF CITY/HUD NAME

The Subrecipient shall not issue public statements representing that HUD or the City endorses a particular product, service, organization, or commercial activity without prior written approval.

The Subrecipient shall acknowledge CDBG assistance when required by the City or HUD.

ARTICLE XXXVI - RECORDS AND CONFIDENTIAL INFORMATION

The Subrecipient shall comply with applicable public records, confidentiality, privacy, and records-access requirements.

Nothing in this Agreement requires the city to withhold records that are subject to disclosure under applicable Idaho law.

ARTICLE XXXVII - ASSIGNMENT

The Subrecipient shall not assign this Agreement or transfer its rights or responsibilities without prior written approval of the City.

ARTICLE XXXVIII - AMENDMENTS

This Agreement may be amended only by a written amendment signed by authorized representatives of both Parties.

Any amendment affecting HUD requirements shall be subject to all required HUD approvals.

The city may require an amendment when necessary to:

- modify the Scope of Work;
- change the budget;
- extend the completion date;
- modify performance requirements;
- correct compliance issues;
- reflect HUD requirements; or
- address changes to the City's Annual Action Plan or IDIS activity.

ARTICLE XXXIX - NOTICES

All formal notices under this Agreement shall be provided to:

CITY

City of Caldwell
Community Development Department
CDBG Division
205 S 6th Avenue
Caldwell, Idaho 83605
Attention: Joanna Bartrop, CDBG Program Manager

SUBRECIPIENT

Advocates Against Family Violence
715 N. 16th St.
Caldwell, ID 83605
Attention: Tricia Lofton

Either Party may change its notice information by written notice to the other Party.

ARTICLE XL - INDEPENDENT CONTRACTOR

The Subrecipient is an independent entity and is not an employee, agent, or joint ventures of the City.

Nothing in this Agreement shall be interpreted as creating an employment relationship between the City and the Subrecipient or its employees.

ARTICLE XLI - NO THIRD-PARTY BENEFICIARIES

Except as expressly required by federal law, this Agreement does not create rights in third parties.

ARTICLE XLII - COMPLIANCE WITH LAW

The Subrecipient shall comply with all applicable:

- federal laws;
- federal regulations;
- HUD requirements;
- Idaho laws;
- City ordinances;

- permits;
- codes;
- environmental requirements;
- safety requirements; and
- other legal requirements.

If a federal requirement becomes applicable after execution of this Agreement, the Parties shall comply with the requirement to the extent legally applicable.

ARTICLE XLIII - SEVERABILITY

If any provision of this Agreement is determined to be invalid or unenforceable, the remaining provisions shall remain in effect to the fullest extent permitted by law.

ARTICLE XLIV - WAIVER

No waiver of a provision of this Agreement shall be effective unless made in writing by an authorized representative of the City.

Failure by the City to enforce a provision shall not constitute a waiver of future enforcement.

ARTICLE XLV - GOVERNING LAW

This Agreement shall be governed by applicable federal law and the laws of the State of Idaho, except to the extent federal law controls.

Venue for disputes arising under this Agreement shall be in a court of competent jurisdiction located in Idaho, unless federal law requires otherwise.

ARTICLE XLVI - ENTIRE AGREEMENT

This Agreement, including all attachments and incorporated documents, constitutes the entire agreement between the Parties concerning the CDBG Project.

This Agreement supersedes prior written or oral understandings concerning the same Project to the extent inconsistent with this Agreement.

ARTICLE XLVII - SURVIVAL

The following provisions shall survive expiration or termination to the extent applicable:

- records;
- audits;
- repayment;

- program income;
- property;
- asset disposition;
- civil rights;
- fraud and disclosure;
- confidentiality;
- indemnification;
- continuing use requirements;
- monitoring;
- federal compliance; and
- any other provision that by its nature is intended to survive.

ARTICLE XLVIII - CERTIFICATIONS

The Subrecipient certifies that:

- it is legally authorized to enter into this Agreement;
- it will use CDBG funds only for eligible purposes;
- it will comply with applicable federal requirements;
- it is not debarred or suspended;
- it has disclosed known conflicts of interest;
- it will maintain adequate records;
- it will permit monitoring and audits;
- it will not knowingly use CDBG funds for unauthorized purposes;
- it will cooperate with the City's CDBG administration; and
- all information submitted to the city in connection with the Project is true and accurate to the best of its knowledge.

ARTICLE XLIX - SPECIAL PROJECT CONDITIONS

The following special conditions apply to this Project:

Condition 1 – City Construction Contract

The City shall directly contract with the construction contractor.

Condition 2 – No Subrecipient Construction Contract

The Subrecipient shall not independently contract for the CDBG-funded construction work.

Condition 3 – City Payment

CDBG construction payments shall be made directly by the City to the Contractor unless otherwise authorized in writing.

Condition 4 – Construction Compliance

The City shall administer applicable federal construction contract requirements.

Condition 5 – Subrecipient Cooperation

The Subrecipient shall provide timely assistance, documentation, access, and cooperation necessary for the City to administer the Project.

Condition 6 – Project Ownership

Ownership of improvements shall remain with as the property of the Subrecipient subject to all applicable CDBG property-use requirements.

Condition 7 – Long-Term Maintenance

The Subrecipient shall be responsible for maintenance of the improvements completed for:

A minimum of five (5) years, unless otherwise provided in Attachment A.

ARTICLE L - BUDGET

The approved CDBG budget is:

Cost Category	CDBG Funds	Other Funds	Total
Energy Efficient Window Replacement	$56,696.32	$0	$56,696.32
Energy Efficient Soffit & Fascia Improvements	$53,837.84	$0	$53,837.84
Lead Based Paint Remediation (if applicable)	$4,465.84	$0	$4,465.84
TOTAL	$115,000	$0	$115,000

No funds may be transferred between categories when such transfer requires prior City or HUD approval without receiving the required approval.

ARTICLE LI - PERFORMANCE SCHEDULE

The city will work to complete the following performance steps:

- Environmental Review
- Subrecipient Agreement Approval
- Bid Procurement
- Contractor Selection
- Notice to Proceed
- Construction Start
- Project Monitoring
- Project Completion
- Final Contractor Invoice Review and Payment
- CDBG Final Reporting
- CDBG Activity Closeout

Exterior Construction Timeline – Approximately 70 days	
CDBG Subrecipient Agreement Decision	September 8, 2026
CDBG Contract Completion	September 9, 2026
Letter to Proceed	Once Contract is Signed and Received
Construction Material Delivery	September 14, 2026
Construction Start	Week of November 2, 2026
Substantial Completion	November 10, 2026
Lead Based Paint Removal	If discovered, this would add approximately 1-week to the timeline

Window Replacement Timeline – Approximately 70 days	
CDBG Subrecipient Agreement Decision	September 8, 2026
CDBG Contract Completion	September 9, 2026
Letter to Proceed	Once Contract is Signed and Received
Construction Material Delivery	Week of September 28, 2026
Construction Start	October 12, 2026
Substantial Completion	October 31, 2026
Lead Based Paint Removal	If discovered, this would add approximately 1-week to the timeline

ARTICLE LII - ATTACHMENTS

The following documents are incorporated into and made part of this Agreement:

- Attachment A – Detailed Scope of Work
- Attachment B – CDBG National Objective and Eligibility Documentation
- Attachment C – Approved Project Budget
- Attachment D – Project Schedule
- Attachment E – Subrecipient Certifications
- Attachment F – Conflict of Interest Certification
- Attachment G – Debarment and Suspension Certification
- Attachment H – Lobbying Certification
- Attachment I – Section 3 Requirements
- Attachment J – Applicable Federal Contract Provisions
- Attachment K – Davis-Bacon/Labor Standards Requirements
- Attachment L – Environmental Review Conditions
- Attachment M – Insurance Requirements
- Attachment N – Reporting Requirements
- Attachment O – Property and Long-Term Maintenance Requirements
- Attachment P – CDBG Monitoring and Closeout Requirements

ARTICLE LIII - SIGNATURES

Date _____

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

[GRANTEE]

By _____
Eric Phillips, Mayor

Attested By:

_____
Kristina Buchan, City Clerk

Countersigned:

_____
Rachelle Castlebury, Finance Director

[SUBRECIPIENT]

Print Name: _____

Signature: _____

APPROVED AS TO FORM
AND CONTENT:

_____ _____
Joanna Bartrop Date
HUD Program Manager

ATTACHMENT A - DETAILED SCOPE OF WORK

A. Project Purpose

Many of the shelter's existing windows are original to the building and have deteriorated over time, resulting in drafts, reduced energy efficiency, increased maintenance costs, and security concerns. Several screens are damaged or no longer functional, limiting ventilation and reducing the comfort of residents. In addition, sections of the exterior soffit and fascia are in need of repair due to age and wear, creating ongoing maintenance issues and potential structural concerns.

The soffit and fascia repairs are necessary to restore the integrity of the building envelope and attic ventilation system. Damaged soffits have impaired proper airflow within the attic, contributing to increased heat buildup and reduced energy efficiency. The proposed repairs will restore ventilation, help regulate interior temperatures, reduce strain on heating and cooling equipment, and improve the overall energy performance of the facility.

B. Existing Conditions

This is an existing shelter that was built in 1920

C. Proposed Improvements

The Project shall include:

- Replacement of original windows with energy efficient, low-e windows
- Repair/replacement of soffit and fascia
- Soffit ventilation
- Labor and materials (Davis Bacon wages apply)
- Lead based paint remediation (if applicable)
- Asbestos removal (if applicable)

D. Project Outcomes

Upon completion, the Project is expected to:

Improve the energy efficiency and operating condition of the domestic violence shelter by reducing annual energy consumption and utility costs through installation of energy-efficient building systems and improvements, while improving the safety, comfort, and reliability of the facility for shelter residents and staff.

E. Beneficiaries

The Project will serve:

The direct beneficiaries will be low- and moderate-income individuals and families receiving emergency shelter and supportive services at the domestic violence shelter. Improvements to the facility will provide beneficiaries with a safer, more comfortable, energy-efficient, and reliable shelter environment.

F. Construction

Construction shall be procured and contracted directly by the City.

The construction contract shall incorporate all applicable federal requirements.

ATTACHMENT B - NATIONAL OBJECTIVE AND ELIGIBILITY

CDBG Activity:	Rehabilitation – Energy Efficiency Project
CDBG Eligibility:	Public Facilities & Improvements 24 CFR § 570.201(c)
Matrix Code:	03C
National Objective:	Low and Moderate Income – Limited Clientele (LMC) Presumed LMI clientele
Expected Number of Beneficiaries:	74 adults, 58 children
Presumed LMI benefit:	Yes

ATTACHMENT C - APPROVED PROJECT BUDGET

Project Budget:

Total Project Cost:	$115,000
CDBG Funds:	$115,000
City Funds:	$0
State Funds:	$0
Other Federal Funds:	$0
Private Funds:	$0
Other:	$0

Eligible Activities & Contract Breakdown:

Replacement of Windows w/Energy Efficient Windows, to include materials, permitting and labor	$56,696.32
Repair of Soffit and Fascia for energy efficiency, to include materials, permitting and labor	$53,837.84
Lead Based Paint Remediation and Asbestos Removal (if applicable)	$4,465.84

ATTACHMENT D - PROJECT SCHEDULE

The Subrecipient and City shall maintain the Project schedule established in Article LI.

Any anticipated delay exceeding 10 calendar days shall be reported to the City in writing.

ATTACHMENT E - SUBRECIPIENT CERTIFICATION

The Subrecipient certifies that:

- it is eligible to serve as a CDBG subrecipient;
- it has authority to execute this Agreement;
- it will comply with applicable CDBG requirements;
- it will maintain adequate financial records;
- it will permit City and federal monitoring;
- it will comply with nondiscrimination requirements;
- it will disclose conflicts of interest;
- it will report suspected fraud or misuse;
- it will comply with applicable federal requirements; and
- it will return funds required under this Agreement.

Authorized Representative:

Name: _____

Title: _____

Signature: _____

Date: _____

ATTACHMENT F - CONFLICT OF INTEREST CERTIFICATION

The Subrecipient certifies that it has reviewed applicable federal conflict-of-interest requirements and has disclosed to the City all actual, apparent, or potential conflicts involving the Project.

☐No conflict exists.

☐A potential conflict exists and has been disclosed in writing.

Description of Conflict (if applicable):

Click or tap here to enter text.

Authorized Representative:

Name: _____

Title: _____

Signature: _____

Date: _____

ATTACHMENT G - DEBARMENT AND SUSPENSION CERTIFICATION

The Subrecipient certifies that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in federally funded programs, except as disclosed in writing to the City.

Authorized Representative:

Name: _____

Title: _____

Signature: _____

Date: _____

ATTACHMENT H - LOBBYING CERTIFICATION

The Subrecipient certifies that no CDBG funds will be used for lobbying activities prohibited by federal law and that all required certifications and disclosures will be completed.

Authorized Representative:

Name: _____

Title: _____

Signature: _____

Date: _____

ATTACHMENT I - SECTION 3 REQUIREMENTS

General applicability. Section 3 applies to public housing financial assistance and Section 3 projects, as follows:

(1) Public housing financial assistance. Public housing financial assistance means:

(i) Development assistance provided pursuant to section 5 of the United States Housing Act of 1937 (the 1937 Act);

(ii) Operations and management assistance provided pursuant to section 9(e) of the 1937 Act;

(iii) Development, modernization, and management assistance provided pursuant to section 9(d) of the 1937 Act; and

(iv) The entirety of a mixed-finance development project as described in 24 CFR 905.604, regardless of whether the project is fully or partially assisted with public housing financial assistance as defined in paragraphs (a)(1)(i) through (iii) of this section.

(2) Section 3 projects.

(i)A “Section 3 project'' is a unique term that is subject to financial assistance thresholds and is defined in 24 CFR 75.3(a)(2)(i). Section 3 projects means housing rehabilitation, housing construction, and other public construction projects assisted under HUD programs that provide housing and community development financial assistance when the total amount of assistance to the project exceeds a threshold of $300,000. The threshold is $100,000 where the assistance is from the Lead Hazard Control and Healthy Homes programs, as authorized by Sections 501 or 502 of the Housing and Urban Development Act of 1970 (12 U.S.C. 1701z-1 or 1701z-2), the Lead-Based Paint Poisoning Prevention Act (42 U.S.C 4801 et seq.); and the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851 et seq.). The project is the site or sites together with any building(s) and improvements located on the site(s) that are under common ownership, management, and financing.

(ii)The Secretary must update the thresholds provided in paragraph (a)(2)(i) of this section not less than once every 5 years based on a national construction cost inflation factor through Federal Register notice not subject to public comment. When the Secretary finds it is warranted to ensure compliance with Section 3, the Secretary may adjust, regardless of the national construction cost factor, such thresholds through Federal Register notice, subject to public comment.

(iii)The requirements in this part apply to an entire Section 3 project, regardless of whether the project is fully or partially assisted under HUD programs that provide housing and community development financial assistance.

The Subrecipient shall cooperate with the City in implementing Section 3 requirements, if applicable.

The City shall incorporate applicable Section 3 requirements into the construction contract, if applicable.

If subject to Section 3, the Subrecipient shall provide reasonable information concerning:

- employment opportunities;
- training opportunities;
- Section 3 workers;
- Targeted Section 3 workers;
- Section 3 business concerns; and
- other Project-related Section 3 opportunities.

Finding:

The Subrecipient operates a "Public Facility/Special-Needs Facility", which is not classified as public housing according to HUDs definition of public housing.

The Subrecipient will be provided with a total not to exceed $111,000, which is below the $200,000 threshold and therefore is not subject to Section 3.

ATTACHMENT J - FEDERAL CONSTRUCTION CONTRACT REQUIREMENTS

The City shall determine which federal provisions apply to the construction contract.

The construction contract shall include applicable provisions concerning:

- Equal Employment Opportunity;
- Davis-Bacon and Related Acts;
- Copeland Anti-Kickback Act;
- Contract Work Hours and Safety Standards Act;
- Section 3;
- Clean Air Act;
- Federal Water Pollution Control Act;
- Debarment and Suspension;
- Byrd Anti-Lobbying Amendment;
- Remedies for breach;
- Termination;
- Records and access;
- applicable environmental requirements;
- applicable domestic preference requirements; and
- other HUD-required provisions.

The City shall use the then-current HUD-required clauses and forms applicable to the Project rather than relying solely upon this Agreement.

ATTACHMENT K - DAVIS-BACON AND LABOR STANDARDS

CDBG is subject to Section 110 of the Housing and Community Development Act, which establishes prevailing wage requirements for covered construction work financed in whole or in part with CDBG funds. HUD specifically identifies CDBG as a Davis-Bacon Related Act.

Davis-Bacon is applicable, and therefore the City shall:

- obtain the applicable wage determination;
- incorporate the wage determination into the construction contract;
- provide required labor standards provisions;
- obtain contractor and subcontractor certifications;
- collect certified payrolls;
- review payroll compliance;
- conduct employee interviews when required;
- investigate complaints;
- maintain labor standards records;
- address underpayments and restitution;
- complete required closeout documentation.

The Contractor shall comply with the applicable HUD and Department of Labor requirements.

ATTACHMENT L - ENVIRONMENTAL REVIEW

Environmental Review Record No.:	900000010546429
Level of Review:	Categorically Excluded per 24 CFR 58.35(a)
Date Completed:	8/20/2026

Environmental Conditions

1. **Lead-Based Paint Hazard Remediation**: Conduct lead-based paint hazard evaluation and, where identified, perform lead hazard remediation and lead-safe rehabilitation measures necessary to protect shelter residents and staff and ensure the facility complies with applicable HUD lead-based paint requirements.
2. **Asbestos Hazard:** Where asbestos-containing materials are identified within the CDBG-funded rehabilitation area, safely remove, encapsulate, or otherwise abate the materials in accordance with applicable federal, state, and local requirements.
3. No construction activity may begin before the City confirms that all required environmental conditions have been satisfied and that construction may legally proceed.

ATTACHMENT M - INSURANCE REQUIREMENTS

The Subrecipient shall maintain:

General Liability:	$2,000,000
Automobile Liability:	$1,000,000
Worker's Compensation:	$500,000
Other:	$0

The City may require additional coverage based upon the Project.

ATTACHMENT N - REPORTING REQUIREMENTS

The Subrecipient shall provide the following:

- project status as requested;
- photographs, when requested.
- compliance information, as requested.
- beneficiary documentation;
- other closeout documents, as requested.

ATTACHMENT O - PROPERTY AND LONG-TERM MAINTENANCE

The Subrecipient shall maintain CDBG-assisted improvements in accordance with applicable CDBG requirements, and for a minimum time of five (5) years.

The Subrecipient shall not sell, transfer, lease, substantially alter, or otherwise dispose of CDBG-assisted property for five (5) years, without prior written approval from the City when such approval is required.

Responsible Party:

Advocates Against Family Violence

Maintenance Period:

Five (5) Years

Intended Use:

Confidential

ATTACHMENT P - CDBG MONITORING AND CLOSEOUT

The City shall monitor the Project throughout the term of this Agreement.

The Subrecipient shall provide records requested by the City and shall correct deficiencies identified through monitoring.

Before final closeout, the City shall confirm, as applicable:

☒Scope of Work completed

☒National objective documented

☒Eligibility documented

☒Environmental requirements completed

☒Construction contract completed

☒Permits obtained

☒Davis-Bacon requirements completed

☐Section 3 requirements completed

☒Contractor payments reconciled in Neighborly & IDIS

☒Final inspection completed

☒Final report in file

☒Property requirements documented

☐Program income accounted for

☒IDIS information completed

☒Remaining funds reconciled

☒Monitoring findings resolved

Regular **Item:** 5.

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Public Hearing (Quasi-Judicial): Case Number VAC26-000003: Petition for Vacation of Right-of-Way (ROW) - Vacation of the NW'erly 15 feet of the platted 80-foot wide right-of-way of S. 6th Avenue SW of Main Street immediately adjacent to and SE of Lot 12 of Block 2, according to the Revised Map of Caldwell, Idaho, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho, located in the SW ¼ of Section 22, T4N, R3W, BM, Canyon County, Idaho.

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. CC Memo - 6th Ave Plaza ROW Vacation (VAC26-000003)
2. Legal Description URA RFP_516 Main_ex A B

Caldwell Planning & Zoning Division
205 S. 6th Avenue, Caldwell, Idaho

MEMORANDUM

DATE: September 2, 2026

TO: City Council

FROM: Morgan Bessaw, Deputy Director Community Development

SUBJECT: 6th Ave. Plaza Right-of-Way Vacation (VAC26-000003)

Background and Summary:

Ofelia Morales, Executive Director of the Caldwell Urban Renewal Agency, is requesting vacation of a portion of the 6th Ave. right-of-way between Main St. and Arthur St. in downtown Caldwell. The area is currently used as a portion of the S. 6th Ave. Plaza as shown in Exhibit A.

On April 6th, 2026 the Caldwell City Council Approved Resolution No. 109-26, approving a MOU between the City and the Urban Renewal Agency regarding the S. 6th Ave. Plaza.

That MOU establishes that the two properties to the northwest of the ROW are owned by the URA, and that the remaining 6th Ave. ROW as well as the City plaza would be best served through private redevelopment in conjunction with the two URA properties.

The MOU further establishes that the City will vacate the existing pedestrian right-of-way associated with the 6th Ave. Plaza and transfer to the agency to include in a competitive request for proposals to redevelop the four parcels as a single project.

As part of the Vacation request process, the City sends letters out to the applicable utility providers and to properties within 300' of the affected right-of-way. The City received the following responses:

Agency Comments:

1. Caldwell Public Works: Conditions of approval as shown below
2. Syringa Networks: No utilities in this ROW or anticipated
3. CenturyLink: No utilities in this area
4. Idaho Power: No utilities are present or anticipated

Traffic Commission Recommendation:

During a Commission meeting on Wednesday, August 5, 2026, the Traffic Commission unanimously voted to recommend approval of the vacation to City Council with the following conditions:

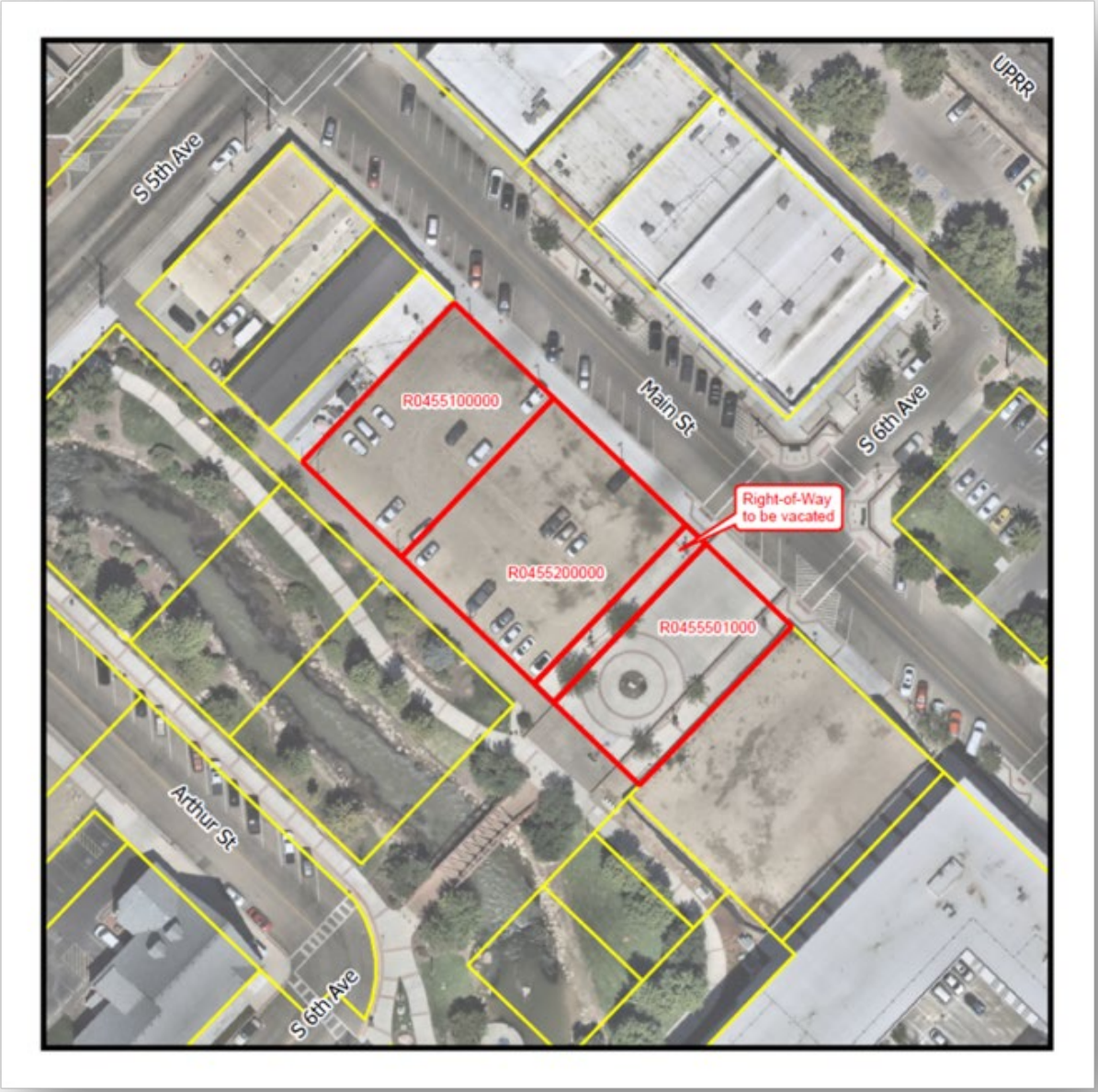
All utilities or conflicting utilities on and within the boundaries of the area of vacation shall be located and/or relocated at the developer's expense to include but not limited to

1. Sanitary sewer (per City and DEQ requirements);
2. Potable water (per City and DEQ requirements);
3. Stormwater facilities (per City requirements/storm water manual);
4. Pressure Irrigation (per CMID requirements

5. Street lighting (per City standards);
6. Street signage (per City and MUTCD requirements);
7. Dry utilities to include but not limited to gas, fiber, power, telephone ect…
8. Easements for public utilities outside of the public right-of-way shall be as listed below. Easements will be required to be larger if deemed necessary by the City Engineer in order to facilitate future maintenance operations of utilities.
    a. 10 feet wide minimum.
    b. Domestic water only,15 feet wide minimum
    c. Sanitary sewer only, 20 feet wide minimum
    d. Sewer and water combined; 30 feet wide minimum with no more than 12’ separation.
9. Appropriate easements for emergency access, transmission lines and/or other utilities shall be clearly indicated, with recorded instrument numbers provided for said easements prior to any certificate of completion or occupancy issuance for proposed projects.
10. Any disruption of existing infrastructure for alleys or circulations routs shall be the responsibility of the developer to restore said infrastructure to comply with all City of Caldwell standards and be approved by the Caldwell Fire Marshal.
11. All locations or relocations of utilities including providing of easements, frontage construction, and offsite construction are to be decided during review of improvement plans.

Exhibit A:

Site Location



URA **RESOLUTION NO.** 2026-007

A RESOLUTION OF THE CALDWELL URBAN RENEWAL AGENCY, APPROVING THAT CERTAIN MEMORANDUM OF UNDERSTANDING (SOUTH 6TH AVE. PLAZA) BY AND BETWEEN THE CITY OF CALDWELL, IDAHO AND THE URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL, IDAHO.

Be it resolved that the City of Caldwell, Idaho hereby accepts and approves that MEMORANDUM OF UNDERSTANDING (South 6th Ave. Plaza) attached hereto as Exhibit A and incorporated by this reference.

Be it further resolved that the Chairman is authorized to execute said MEMORANDUM OF UNDERSTANDING (South 6th Ave. Plaza) and City staff is instructed to perform the duties and obligations of the Agency under and pursuant to said MOU.

PASSED BY THE AGENCY this 13th day of April, 2026.

APPROVED

By _____
Chairman

ATTEST:

By _____
Secretary

URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL IDAHO
CORPORATE SEAL

RESOLUTION NO. 109-26

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF CALDWELL, IDAHO, APPROVING THAT CERTAIN MEMORANDUM OF UNDERSTANDING (SOUTH 6TH AVE. PLAZA) BY AND BETWEEN THE CITY OF CALDWELL, IDAHO AND THE URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL, IDAHO.

Be it resolved that the City of Caldwell, Idaho hereby accepts and approves that MEMORANDUM OF UNDERSTANDING (South 6th Ave. Plaza) attached hereto as Exhibit A and incorporated by this reference.

Be it further resolved that the Mayor is authorized to execute said MEMORANDUM OF UNDERSTANDING (South 6th Ave. Plaza) and City staff is instructed to perform the duties and obligations of the City under and pursuant to said MOU.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho this 6 day of April, 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho this 6 day of April, 2026.

APPROVED

By _____
Eric Phillips, Mayor

ATTEST:

By _____
City Clerk

CITY OF CALDWELL INCORPORATED JAN 15 1890 CANYON COUNTY, IDAHO

RES 109-26

MEMORANDUM OF UNDERSTANDING
(South 6th Ave. Plaza)

THIS MEMORANDUM OF UNDERSTANDING ("**MOU**") is entered into this 6 day of April, 2026 ("**Effective Date**"), between The Urban Renewal Agency of the City of Caldwell, Idaho, an independent public body corporate and politic, of 205 S. 6th Ave, Caldwell, Idaho 83605 ("**Agency**") and The City of Caldwell, Idaho, an Idaho municipal corporation, of 205 S. 6th Ave., Caldwell, Idaho 83605 ("**City**"). Agency and City may be referred to herein as a "**Party**" or collectively as the "**Parties**."

Whereas, City formed the Central Urban Renewal Project Area by Ordinance No. 3728 on December 15, 2025 which authorizes Agency to undertake urban renewal activities in the project area; and

Whereas, Agency owns property northwesterly of the South 6th Ave. Plaza adjacent to Main Street that is appropriate for private redevelopment pursuant to the request for proposal ("**RFP**") process described at Idaho Code §50-2011(b); and

Whereas, a portion of property on the southeasterly side of South 6th Ave. Plaza is owned by DPRE, LLC, a private entity obligated to redevelop its property pursuant to an existing Disposition and Development Agreement with Agency dated April 27, 2021; and

Whereas, the properties described in the preceding recitals are all depicted on **Exhibit A**, attached hereto and incorporated by this reference; and

Whereas, Agency and City have agreed that the private redevelopment of properties depicted on **Exhibit A** can be facilitated and enhanced for purposes associated with the approved urban renewal plan for the Central Urban Renewal Project Area if South 6th Ave. Plaza is available for incorporation into a redevelopment project encompassing all three (3) parcels; and

Whereas, this MOU memorializes the understanding between the Parties related to the disposition and redevelopment of the properties depicted on Exhibit A and the relative responsibilities, duties and obligations of the Parties.

NOW, therefore, the Parties to this MOU agree and commit to each other as follows:

City Responsibilities:

1. *Transfer by Deed.* Pursuant to Idaho Code §50-2015(1)(a), the City will transfer by deed all of the South 6th Ave. Plaza, except that portion currently dedicated as pedestrian right-of-way along the northwesterly side of the Plaza, to Agency on the condition that Agency faithfully perform its obligations under this MOU.

2. *Transfer by Right-of-Way Vacation*: Vacate the existing pedestrian right-of-way along the northwesterly side of the South 6th Ave. Plaza and vest the vacated right-of-way area in Agency pursuant to Idaho Code §50-311, conditioned on the faithful performance of Agency's obligations under this MOU.

Agency Responsibilities:

1. Agency shall incorporate both the deeded portion and vacated portion of the South 6th Ave. Plaza into a competitive request for proposals ("**RFP**") to redevelop the same in conjunction with the adjoining Agency property to the northwest. The RFP shall be issued and processed pursuant to Idaho Code §50-2011(b) and shall permit, but not required, responders to incorporate additional adjoining real estate into redevelopment proposals.

2. Agency shall use its authority pursuant to Idaho Code §50-2011(a) to establish "covenants, conditions and restrictions, including covenants running with the land," or similar binding commitments, assuring that redevelopment of the site pursuant to the RFP and any subsequent disposition and development agreement meets the following requirements:

2.1 Pedestrian access from the southwesterly-adjacent Indian Creek bridge directly to Main Street shall be preserved indefinitely in any redevelopment of the site. The width of the pedestrian access shall be a minimum of twelve feet (12') to match the bridge width. Redevelopment may include use of air rights above said pedestrian access, but the accessway shall be a minimum of twelve feet (12') in height.

2.2 The RFP will require potential developers to include concepts, proposals and commitments about how redevelopment will complement and enhance Winter Wonderland, including, though not requiring, the possibility of preserving a space for the City's Christmas tree.

2.3 The RFP will require potential developers to explain and commit to a parking plan that accommodates the parking demands of the redevelopment consistent with applicable City codes and requirements.

General Provisions:

1. Severability: In the event any of the provisions of this MOU shall be deemed illegal or unenforceable, such determination shall not operate to invalidate any of the remaining provisions of this MOU.

2. Entire Agreement: The parties agree and warrant that this MOU, together with the Exhibits attached and documents reference constitutes the entire agreement between the parties and supersedes all prior and contemporaneous agreements and discussion, and that this MOU may be amended or modified only by an agreement in writing executed by all parties.

3. Governing Law/Venue: The laws of the State of Idaho govern the enforcement, and interpretation of this MOU. The venue for any action related to this MOU shall be in Canyon County, Idaho.

4. Counterpart Execution: This MOU may be executed in several counterparts, each of which will be fully effective as an original and all of which together will constitute one and the same instrument.

5. Further Acts. In addition to the acts recited in this MOU to be performed by the Parties, the Parties agree to perform or cause to be performed any and all such further acts as may be reasonably necessary to accomplish the objectives and commitments of the Parties set forth in this MOU.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be executed and made effective as of the Effective Date.

AGENCY:

Urban Renewal Agency of the City of Caldwell, Idaho

By: _____

Name: JIM PORTER

Its: CHAIRMAN

Date: 4/13/2026

Attest:

_____
Agency Clerk

CITY:

City of Caldwell, Idaho

By: _____

Name: ERIC PHILLIPS

Its: Mayor

Date: 4/6/2026

Attest:

_____
City Clerk

Exhibit A

(Property Legal Description)

Parcel R0455100000

Lots 6-8, Block 2, Caldwell Original, according to the plat thereof filed in Book 1 of Plats at Page 20, records of Canyon County. Idaho. Containing 0.21 acres, more or less.

Parcel R0455200000

Lot 9, 10, 11, and 12, Block 2, Caldwell Original, according to the plat thereof, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho. Containing 0.28 acres, more or less.

Parcel R0455501000

Vacation of the SE'erly 65 feet of the platted 80-foot wide right-of-way of S. 6th Avenue SW of Main Street adjacent to and NW of Lot 1 of Block 3, according to the Revised Map of Caldwell, Idaho, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho, located in the SW ¼ of Section 22, T4N, R3W, BM, Canyon County, Idaho, more particularly described as follows:

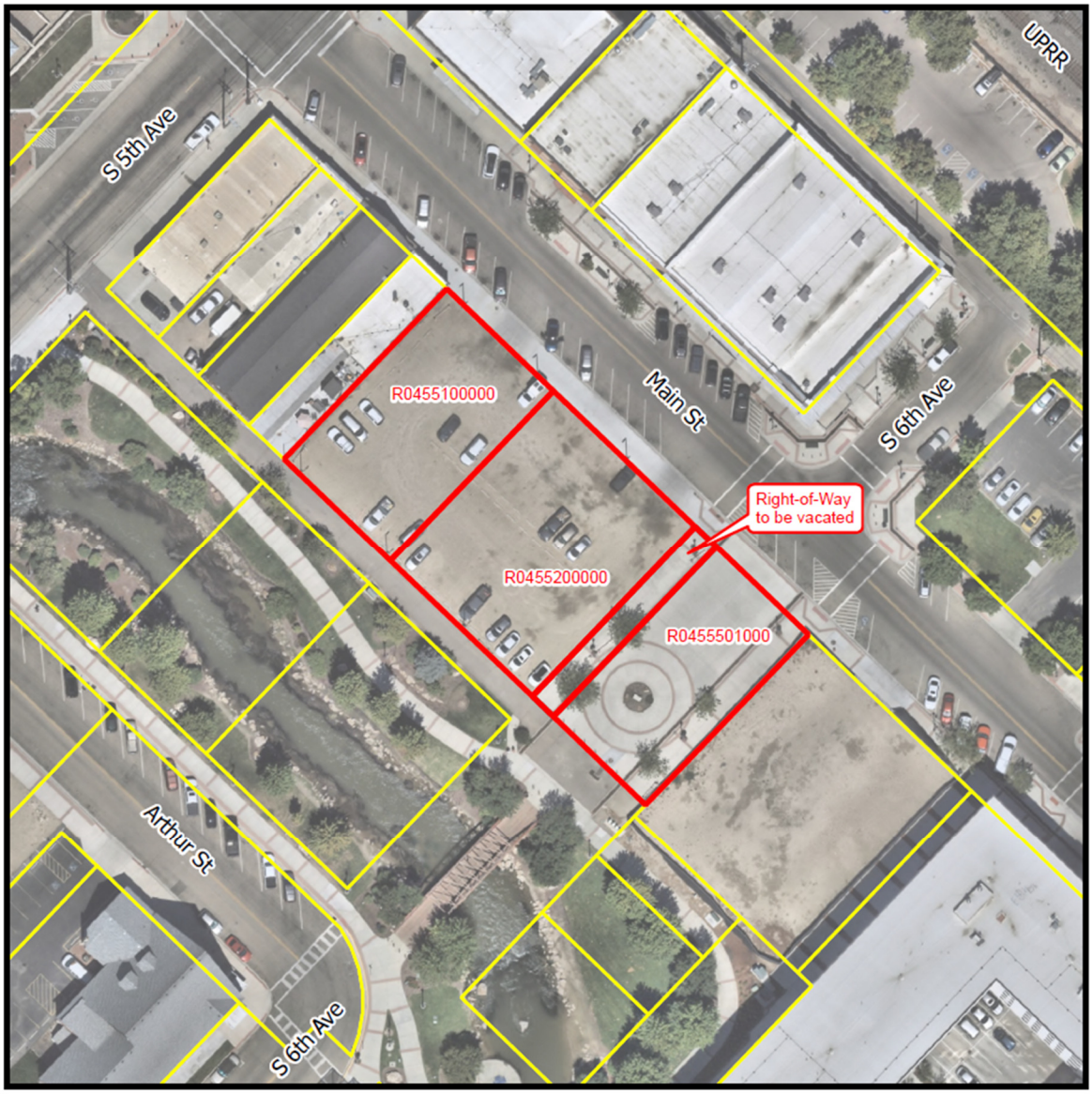
BEGINNING at the northerly corner of said Lot 1 of Block 3; thence S43°47'03"W, 120.00 feet along the NW'erly boundary of said Lot 1, also being the SE'erly right-of-way boundary of S. 6th Avenue and the NW'erly boundary of Parcel 2 as described in a Record of Survey recorded as Instrument No. 2022018521, records of Canyon County, Idaho, to the westerly corner of said Lot 1; thence N46°12'57"W, 65.00 feet to a point on a line parallel with and 15.00 feet SE'erly of the NW'erly right-of-way boundary of said S. 6th Avenue; thence N43°47'03"E, 120.00 feet along said parallel line to a point on the SW'erly right-of-way boundary extended of Main Street; thence S46°12'57"E, 65.00 feet along said SW'erly right-of-way boundary extended of Main Street to the **POINT OF BEGINNING**. Containing 0.18 acres, more or less.

Right-of-Way (to be vacated)

Vacation of the NW'erly 15 feet of the platted 80-foot wide right-of-way of S. 6th Avenue SW of Main Street immediately adjacent to and SE of Lot 12 of Block 2, according to the Revised Map of Caldwell, Idaho, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho, located in the SW ¼ of Section 22, T4N, R3W, BM, Canyon County, Idaho, more particularly described as follows:

Exhibit B

(Depiction of Property)

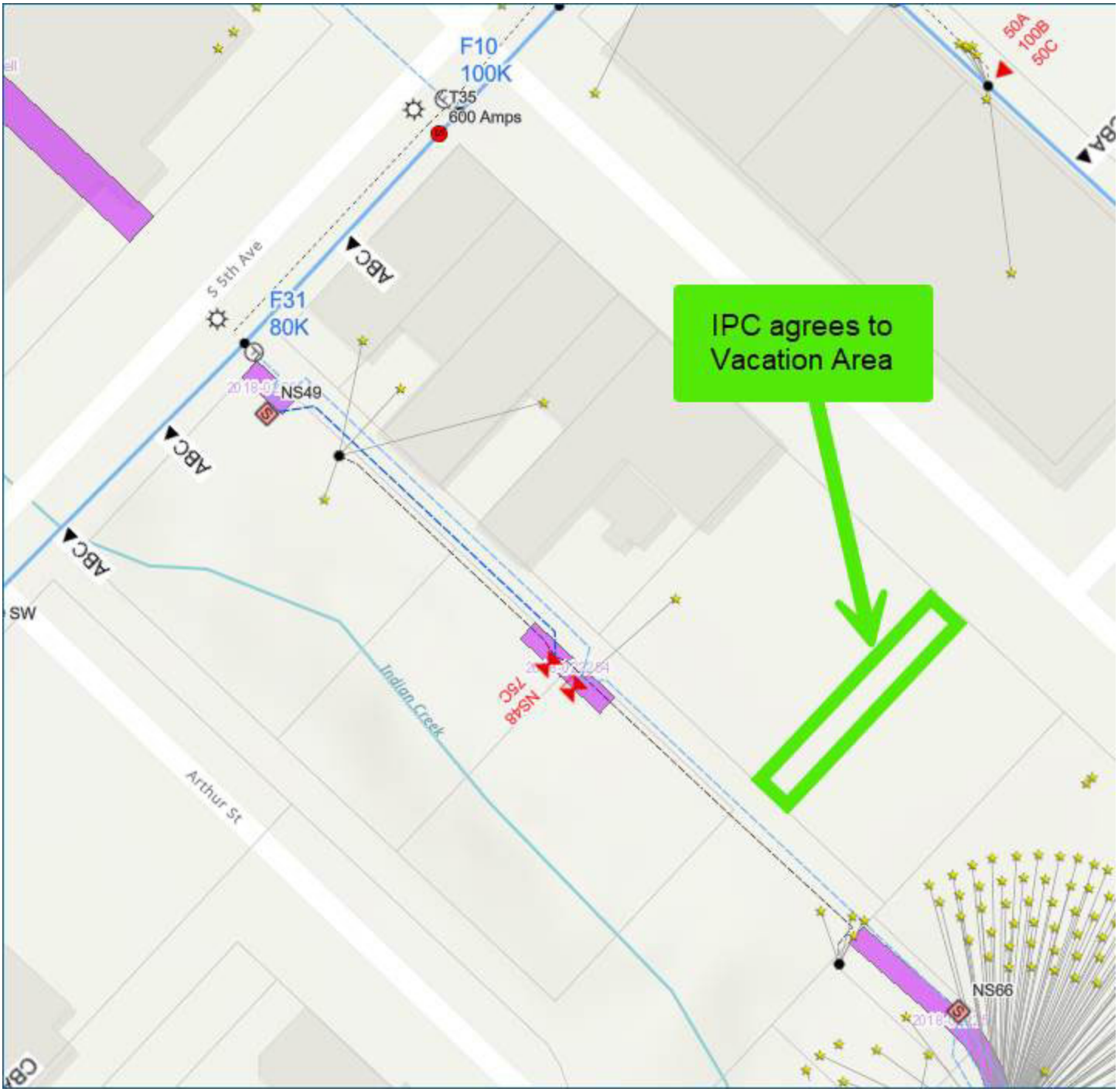


Angelica Gomez

From: Kelly, Megan <MKelly@idahopower.com>
Sent: Wednesday, June 3, 2026 11:32 AM
To: Angelica Gomez
Subject: RE: Request to vacate ROW - 6th Ave Plaza Vacation
Attachments: URA RFP_516 Main_ex A B.pdf

Angelica,

IPC does not have facilities within the depicted vacation area on the attachment. I have included a snippet below verifying the area to be vacated. Thank you



Best,

Meg Kelly
CORPORATE REAL ESTATE
Idaho Power | Land Rights
Office (208) 388-2972 | Cell (208) 867-3754
mkelly@idahopower.com | **idahopower.com**

~ Make A Difference Today!

From: Angelica Gomez <agomez@cityofcaldwell.org>
Sent: Friday, May 29, 2026 11:25 AM
To: Easements <Easements@idahopower.com>; monica.taylor@intgas.com; Terry.alsup@cableone.biz; NRE.Easement@CenturyLink.com; ospwest@syringanetworks.net; Terry Martin <tmartin@cityofcaldwell.org>; Tony Harmon <dharmon@cityofcaldwell.org>; Kirk (kirk@pioneerirrigation.com) <kirk@pioneerirrigation.com>; Marie Lesko <mlesko@cityofcaldwell.org>; Mari Romero <mromero@cityofcaldwell.org>
Cc: Morgan Bessaw <mbessaw@cityofcaldwell.org>; Robin Collins <rcollins@cityofcaldwell.org>
Subject: [EXTERNAL] Request to vacate ROW - 6th Ave Plaza Vacation

(A Hardcopy of this information is also being sent to you to satisfy Idaho State Code, Title 50: Chapter 13. You may reply by USPS or email)

RE: Petition for Vacation of Right-of-Way (ROW) - Vacation of the NW'erly 15 feet of the platted 80-foot wide right-of-way of S. 6th Avenue SW of Main Street immediately adjacent to and SE of Lot 12 of Block 2, according to the Revised Map of Caldwell, Idaho, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho, located in the SW ¼ of Section 22, T4N, R3W, BM, Canyon County, Idaho.

Thank you,

To Whom It May Concern:

Please Check One:

_____ We have no Utilities within the described right-of-way to be vacated.

_____ We have Utilities within the above described ROW to be vacated and require easements to support continued use and/or relocation of such utilities.

Please specify: _____

_____

_____
(Signature)

_____
(Title)

_____
(Date)

Caldwell Planning and Zoning Department
c/o Angelica Gomez, Administrative Assistant

Attachments

PLANNING AND ZONING DIVISION

Angelica Gomez

Administrative Assistant II

205 S. 6th Ave. • Caldwell, Idaho 83605
www.cityofcaldwell.org • (208)455-4664

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6/3/26

Caldwell Planning and Zoning Department
ATTN: Angelica Gomez
205 South 6th Avenue
Caldwell, Idaho 83605

No Reservations/No Objection

SUBJECT: Vacation of the NW'erly 15 feet of the platted 80-foot-wide Right-of-Way of S. 6th Avenue SW of Main Street immediately adjacent to and SE of Lot 12 of Block 2, Canyon County, Idaho
APN: R0455501000, R0455100000, R0455200000

To Whom It May Concern:

QWEST CORPORATION d/b/a CENTURYLINK QC ("CenturyLink") has reviewed the request for the subject vacation and has determined that it has no objections with respect to the areas proposed for vacation as shown and/or described on Exhibit "A", said Exhibit "A" attached hereto and incorporated by this reference.

It is the intent and understanding of CenturyLink that this Vacation shall not reduce our rights to any other existing easement or rights we have on this site or in the area.

This vacation response is submitted WITH THE STIPULATION that if CenturyLink facilities are found and/or damaged within the vacated area as described, the Applicant will bear the cost of relocation and repair of said facilities. If you have any questions, please contact Briana Salles at (361) 652-8608, Briana.Salles@lumen.com , or nre.easement@lumen.com.

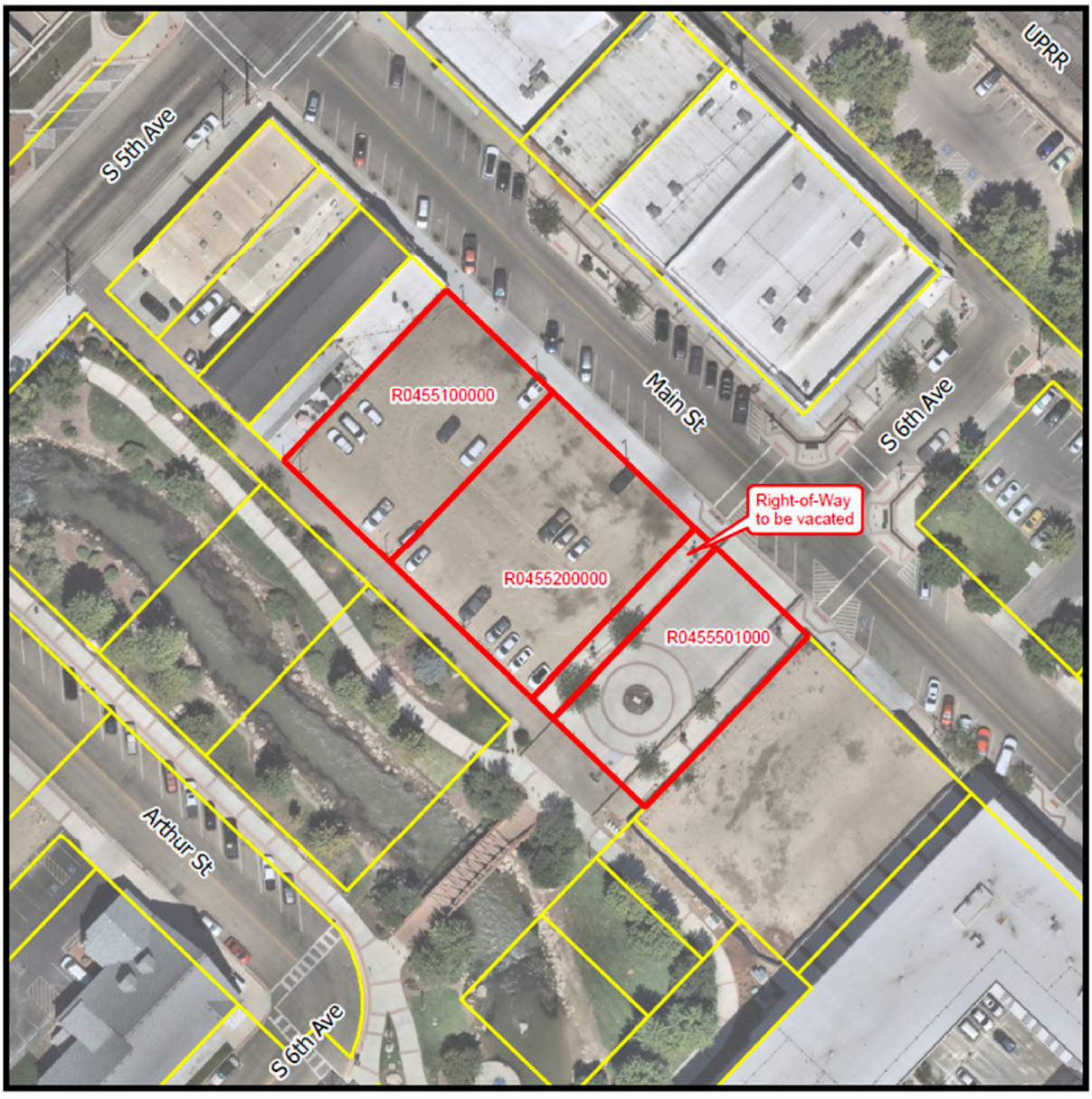
Sincerely yours,

Briana Salles
Network Infrastructure Services
Lumen
P870261

Exhibit A

Exhibit B

(Depiction of Property)



From: Angelica Gomez
To: Morgan Bessaw
Subject: FW: Request to vacate ROW - 6th Ave Plaza Vacation
Date: Monday, June 1, 2026 12:12:44 PM
Attachments: image001.png

PLANNING AND ZONING DIVISION

Angelica Gomez

Administrative Assistant II

205 S. 6th Ave. • Caldwell, Idaho 83605
www.cityofcaldwell.org • (208)455-4664

From: Aubrey Harkey <aharkey@syringanetworks.net>
Sent: Monday, June 1, 2026 12:06 PM
To: Angelica Gomez <agomez@cityofcaldwell.org>
Cc: Michael DeWitt <mdewitt@syringanetworks.net>
Subject: Re: Request to vacate ROW - 6th Ave Plaza Vacation

Good Afternoon Angelica,

Syringa Networks does not have facilities in this area nor future plans for work in this area.

Thank you,

Aubrey Harkey | Senior OSP Coordinator
Direct: (208) 229-6162 | Mobile: (208) 985-6523
24-hour Customer Support: (800) 454-7214
Syringa Networks SyringaNetworks.net

From: Angelica Gomez <agomez@cityofcaldwell.org>
Date: Friday, May 29, 2026 at 11:25 AM
To: Idaho Power (easements@idahopower.com) <easements@idahopower.com>; monica.taylor@intgas.com <monica.taylor@intgas.com>; Terry.alsup@cableone.biz <Terry.alsup@cableone.biz>; NRE.Easement@CenturyLink.com

<NRE.Easement@CenturyLink.com>; OSP West <OSPWest@syringanetworks.net>; Terry Martin <tmartin@cityofcaldwell.org>; Tony Harmon <dharmon@cityofcaldwell.org>; Kirk (kirk@pioneerirrigation.com) <kirk@pioneerirrigation.com>; Marie Lesko <mlesko@cityofcaldwell.org>; Mari Romero <mromero@cityofcaldwell.org>
Cc: Morgan Bessaw <mbessaw@cityofcaldwell.org>; Robin Collins <rcollins@cityofcaldwell.org>
Subject: Request to vacate ROW - 6th Ave Plaza Vacation

*** This Email is from an External Sender ***

(A Hardcopy of this information is also being sent to you to satisfy Idaho State Code, Title 50: Chapter 13. You may reply by USPS or email)

RE: Petition for Vacation of Right-of-Way (ROW) - Vacation of the NW'erly 15 feet of the platted 80-foot wide right-of-way of S. 6th Avenue SW of Main Street immediately adjacent to and SE of Lot 12 of Block 2, according to the Revised Map of Caldwell, Idaho, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho, located in the SW ¼ of Section 22, T4N, R3W, BM, Canyon County, Idaho.

Thank you,

To Whom It May Concern:

Please Check One:

_____ We have no Utilities within the described right-of-way to be vacated.

_____ We have Utilities within the above described ROW to be vacated and require easements to support continued use and/or relocation of such utilities.

Please specify: _____

_____

_____
(Signature)

_____
(Title)

_____
(Date)

Caldwell Planning and Zoning Department
c/o Angelica Gomez, Administrative Assistant

Attachments

PLANNING AND ZONING DIVISION

Angelica Gomez

Administrative Assistant II

205 S. 6th Ave. • Caldwell, Idaho 83605
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This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.

Morgan Bessaw

From: Steve Pendleton
Sent: Wednesday, August 19, 2026 1:33 PM
To: John Prebonick
Cc: Morgan Bessaw
Subject: RE: Comments for Traffic Commission Packet

John,

Do you want me to put together a quick modified staff report for this that would typically have some of our basic info that is all encompassing for city infrastructure

All utilities or conflicting utilities on and within the boundaries of the area of vacation shall be located and/or relocated at the developer's expense to include but not limited to:

1. Sanitary sewer (per City and DEQ requirements);
2. Potable water (per City and DEQ requirements);
3. Stormwater facilities (per City requirements/storm water manual);
4. Pressure Irrigation (per CMID requirements
5. Street lighting (per City standards);
6. Street signage (per City and MUTCD requirements);
7. Dry utilities to include but not limited to gas, fiber, power, telephone ect…
8. Easements for public utilities outside of the public right-of-way shall be as listed below. Easements will be required to be larger if deemed necessary by the City Engineer in order to facilitate future maintenance operations of utilities.
    a. 10 feet wide minimum.
    b. Domestic water only,15 feet wide minimum
    c. Sanitary sewer only, 20 feet wide minimum
    d. Sewer and water combined; 30 feet wide minimum with no more than 12' separation.
9. Appropriate easements for emergency access, transmission lines and/or other utilities shall be clearly indicated, with recorded instrument numbers provided for said easements prior to any certificate of completion or occupancy issuance for proposed projects.
10. Any disruption of existing infrastructure for alleys or circulations routs shall be the responsibility of the developer to restore said infrastructure to comply with all City of Caldwell standards and be approved by the Caldwell Fire Marshal.
11. All locations or relocations of utilities including providing of easements, frontage construction, and offsite construction are to be decided during review of improvement plans.

Exhibit A

(Property Legal Description)

Parcel R0455100000

Lots 6-8, Block 2, Caldwell Original, according to the plat thereof filed in Book 1 of Plats at Page 20, records of Canyon County. Idaho. Containing 0.21 acres, more or less.

Parcel R0455200000

Lot 9, 10, 11, and 12, Block 2, Caldwell Original, according to the plat thereof, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho. Containing 0.28 acres, more or less.

Parcel R0455501000

Vacation of the SE'erly 65 feet of the platted 80-foot wide right-of-way of S. 6th Avenue SW of Main Street adjacent to and NW of Lot 1 of Block 3, according to the Revised Map of Caldwell, Idaho, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho, located in the SW ¼ of Section 22, T4N, R3W, BM, Canyon County, Idaho, more particularly described as follows:

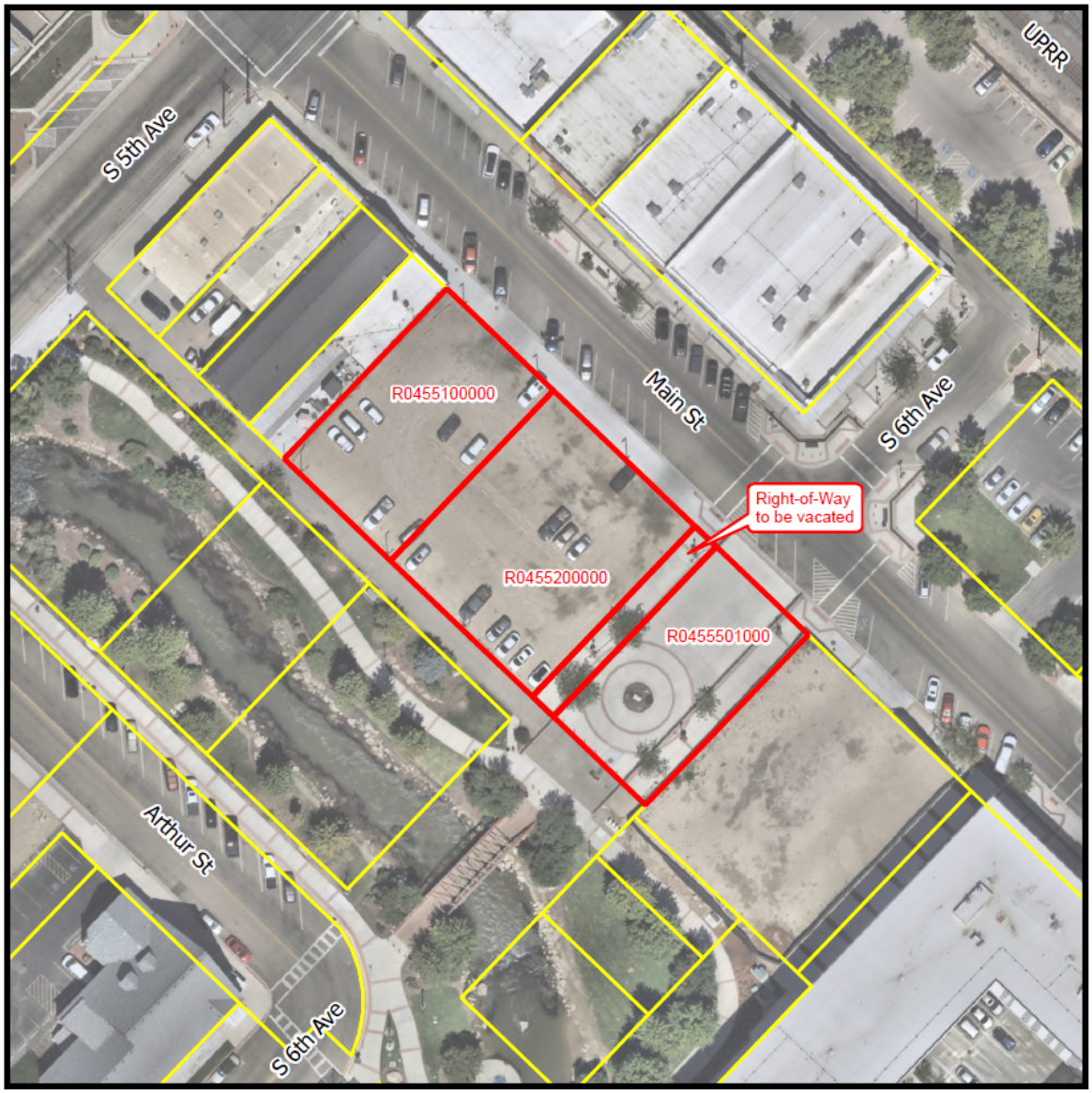
BEGINNING at the northerly corner of said Lot 1 of Block 3; thence S43°47'03"W, 120.00 feet along the NW'erly boundary of said Lot 1, also being the SE'erly right-of-way boundary of S. 6th Avenue and the NW'erly boundary of Parcel 2 as described in a Record of Survey recorded as Instrument No. 2022018521, records of Canyon County, Idaho, to the westerly corner of said Lot 1; thence N46°12'57"W, 65.00 feet to a point on a line parallel with and 15.00 feet SE'erly of the NW'erly right-of-way boundary of said S. 6th Avenue; thence N43°47'03"E, 120.00 feet along said parallel line to a point on the SW'erly right-of-way boundary extended of Main Street; thence S46°12'57"E, 65.00 feet along said SW'erly right-of-way boundary extended of Main Street to the **POINT OF BEGINNING**. Containing 0.18 acres, more or less.

Right-of-Way (to be vacated)

Vacation of the NW'erly 15 feet of the platted 80-foot wide right-of-way of S. 6th Avenue SW of Main Street immediately adjacent to and SE of Lot 12 of Block 2, according to the Revised Map of Caldwell, Idaho, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho, located in the SW ¼ of Section 22, T4N, R3W, BM, Canyon County, Idaho, more particularly described as follows:

Exhibit B

(Depiction of Property)



Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Consider Bill No. 35 (Ordinance No. 3769) associated with VAC26-000003, with a request to move for its passage by title only and approve the summary for publication.

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. Ordinance 3769 - 6th Ave Vacation (MH clean)
2. Ordinance 3769 Summary (MH revised)

BILL NO. 35

ORDINANCE NO. 3769

AN ORDINANCE RECITING PETITION FOR VACATION AND RECITING APPROPRIATE NOTICE WAS GIVEN OF PUBLIC HEARING; DETERMINING THAT VACATION OF SAID PUBLIC RIGHT-OF-WAYS IN THE CITY OF CALDWELL, CANYON COUNTY, IDAHO, DESCRIBED BELOW, SHALL BE MADE; AND DETERMINING THAT VACATION OF SAID FOLLOWING RIGHT-OF-WAYS ARE IN THE BEST PUBLIC INTEREST FOR THE CITY OF CALDWELL, CANYON COUNTY, IDAHO.

This ordinance vacates the NW'erly 15 feet of the platted 80-foot wide right-of-way of S. 6th Avenue SW of Main Street immediately adjacent to and SE of Lot 12 of Block 2, according to the Revised Map of Caldwell, Idaho, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho, located in the SW ¼ of Section 22, T4N, R3W, BM, Canyon County, Idaho.

Section 1. That by a motion passed by the Council and approved by the Mayor of the City of Caldwell, Idaho, and statutory notice having been given to all property owners within three hundred (300) feet and published in the official newspaper of the City, in accordance with Section 50-1306A and Section 50-1321, Idaho Code, that an application has been presented to the Mayor and Council of the City of Caldwell, Idaho, requesting passage and approval of an ordinance vacating the attached described right-of-way (Exhibit A) located in Caldwell, Canyon County, Idaho, and a public hearing held by the Council;

Section 2. That Council finds the public right-of-way vacated by this instrument has not been opened or used by the public for a period of five (5) years;

Section 3. That Council finds the owners of all properties abutting right-of-way vacated by this action, and not consenting in writing to the same, have access to his, her, or their property from some other public street, public right-of-way or private road;

Section 4. That said right-of-ways do not contain public or private utility lines that cannot feasibly be relocated or retained through the establishment of appropriate easements, which are to be created and recorded by separate instruments.

Section 5. This vacation is subject to the following conditions:

a. That said vacated right of way will be vested in the Urban Renewal Agency of the City of Caldwell, Idaho ("Agency").

b. That all existing utility lines and utility services, including any city water or sewer main, shall be relocated upon such terms and to such locations as approved by the Caldwell City Engineer and all affected utility companies or appropriate easements granted for any such utility lines or utility services subject to the same.

c. Agency shall incur all cost related to said vacation.

d. Agency shall maintain any and all existing easements within the vacated right-of-way described herein.

e. Agency shall incorporate both the deeded portion and vacated portion of the South 6th Ave. Plaza into a competitive request for proposals ("RFP") to redevelop the same in conjunction with the adjoining Agency property to the northwest. The RFP shall be issued and processed pursuant to Idaho Code $50-2011(b) and shall permit, but not required, responders to incorporate additional adjoining real estate into redevelopment proposals.

f. Agency shall use its authority pursuant to Idaho Code $50-2011(a) to establish "covenants, conditions and restrictions, including covenants running with the land," or similar binding commitments, assuring that redevelopment of the site pursuant to the RFP and any subsequent disposition and development agreement meets the following requirements:

1) Pedestrian access from the southwesterly-adjacent Indian Creek bridge directly to Main Street shall be preserved indefinitely in any redevelopment of the site. The width of the pedestrian access shall be a minimum of twelve feet (12') to match the bridge width. Redevelopment may include use of air rights above said pedestrian access, but the accessway shall be a minimum of twelve feet (12') in height.

2) The RFP will require potential developers to include concepts, proposals and commitments about how redevelopment will complement and enhance Winter Wonderland, including, though not requiring, the possibility of preserving a space for the City's Christmas tree.

3) The RFP will require potential developers to explain and commit to a parking plan that accommodates the parking demands of the redevelopment consistent with applicable City codes and requirements.

Section 6. That it is hereby determined it is in the best interest of the public that the above-described right-of-way in the City of Caldwell, Canyon County, Idaho be vacated and vested in the Agency for the purposes outlined in that certain Memorandum of Understanding dated April 6, 2026, by and between Agency and the City of Caldwell, Idaho.

Section 7. This ordinance shall be in full force and effect from and after its passage and publication according to law and compliance with all conditions prescribed herein.

Section 8. Be it ordained and established that the above-described premises in the City of Caldwell, Canyon, County, Idaho, upon vacation shall vest in Agency.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho, this 8th day of September 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho, this 8th day of September, 2026.

ATTEST:

City Clerk	Mayor

ORDINANCES OF THE CITY OF CALDWELL
NOTICE OF ADOPTION AND SUMMARY OF
ORDINANCE NO. 3769
REGARDING VACATION
OF CERTAIN PROPERTY

AN ORDINANCE RECITING PETITION FOR VACATION AND RECITING APPROPRIATE NOTICE WAS GIVEN OF PUBLIC HEARING; DETERMINING THAT VACATION OF SAID PUBLIC RIGHT-OF-WAYS IN THE CITY OF CALDWELL, CANYON COUNTY, IDAHO, DESCRIBED BELOW, SHALL BE MADE; AND DETERMINING THAT VACATION OF SAID FOLLOWING RIGHT-OF-WAYS ARE IN THE BEST PUBLIC INTEREST FOR THE CITY OF CALDWELL, CANYON COUNTY, IDAHO.

Ordinance No. 3769, provides for the Vacation of the NW'erly 15 feet of the platted 80-foot wide right-of-way of S. 6th Avenue SW of Main Street immediately adjacent to and SE of Lot 12 of Block 2, according to the Revised Map of Caldwell, Idaho, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho, located in the SW ¼ of Section 22, T4N, R3W, BM, Canyon County, Idaho and vests the same in the Urban renewal Agency of the City of Caldwell, Idaho.

Section 1. This ordinance shall be in full force and effect from and after its passage, approval, and publication, according to law.

Section 2. This ordinance is hereby declared to be severable. If any portion of this ordinance is declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and shall be read to carry out the purposes of the ordinance before the declaration of partial invalidity.

Section 3. All ordinances, resolutions, orders and parts thereof in conflict herewith are repealed.

Ordinance No. 3769 was passed by the Council and approved by the Mayor on the 8th day of September 2026. The full text of the Ordinance is available at Caldwell City Hall, 205 S 6th Ave, Caldwell, Idaho 83605. The Mayor and City Council approved the foregoing summary on the 8th day of September 2026, for publication on the 15th day of September 2026, pursuant to Idaho Code § 50-901A, and it will be effective on that date.

STATEMENT OF LEGAL ADVISOR
I have reviewed the foregoing summary and believe that it provides a true and complete summary of Ordinance No. 3769 and provides adequate notice to the public as to the contents of such ordinance.

DATED this 8th day of September, 2026.

Oscar Klaas, Attorney for City of Caldwell

HILTY, BOWER, HAWS & SEABLE, PLLC

MARK HILTY
GABRIEL HAWS
RICHARD S. BOWER
MO HAWS
TOM C. MORRIS**
**Of Counsel

DANIEL BOWER
AARON L. SEABLE
DOUGLAS WATERMAN
TAYLER YETT
CARL D. HAMILTON*
TERRY MICHAELSON*
*Retired

CITY OF CALDWELL, IDAHO

To: Mayor and City Council

From: Hilty, Bower, Haws & Seable, PLLC

Date: September 3, 2026

RE: Transfer of S. 6th Plaza to the URA

BACKGROUND

On April 6, 2026, the City Council previously approved a Memorandum of Understanding with the Urban Renewal Agency of the City of Caldwell, Idaho ("Agency") concerning the transfer of the S. 6th Ave. Plaza to the Agency for redevelopment consistent with a competitive RFP process. The S. 6th Ave. Plaza consists of 2 parcels, one designated right-of-way and the other owned by the City, but not designated right-of-way.

Another agenda item at the September 8, 2026 City Council meeting involves vacating the right-of-way portion of the S. 6th Ave. Plaza. The ordinance vacating the right-of-way transfers it to the Agency. The resolution and deed submitted with this memo transfer the balance of the S. 6th Ave. Plaza to the Agency as well. All of this is consistent with the above-referenced MOU.

REQUEST

Approved the Resolution authorizing the Mayor to execute the Warranty Deed transferring a portion of the S. 6th Ave. Plaza to the Agency for redevelopment

RESOLUTION NO. 2026 – ___

RESOLUTION OF THE CALDWELL CITY COUNCIL PURSUANT TO IDAHO CODE § 50-2015(b), AUTHORIZING EXECUTION OF A WARRANTY DEED FOR A PORTION OF THE REAL PROPERTY COMMONLY KNOWN AS THE S. 6th AVE PLAZA, CALDWELL, IDAHO, FROM THE CITY OF CALDWELL, IDAHO, TO THE URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL, IDAHO.

WHEREAS, the City of Caldwell, Idaho ("City") owns the former S. 6th Ave right-of-way between Main St. and Indian Creek ("Property"); and

WHEREAS, pursuant to Idaho Code § 50-2015(b), the City has the authority to convey real property, with or without consideration, to the Urban Renewal Agency of the City of Caldwell, Idaho ("Agency") for the purpose of aiding in the planning, undertaking or carrying out of an urban renewal plan; and

WHEREAS, the Property is within the plan area for the Caldwell Central Urban Renewal Area; and

WHEREAS, the City and the Agency previously entered into that certain Memorandum of Understanding dated April 6, 2026 which provides, in part for the transfer of the Property from City to Agency for the purposes of redevelopment consistent with the plan for the Caldwell Central Urban Renewal Area.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council that the attached Warranty Deed transferring the Property from the City to the Urban Renewal Agency is hereby APPROVED and the Mayor is authorized to execute the same.

PASSED BY THE COUNCIL OF THE CITY OF CALDWELL, IDAHO, this 8th day of August, 2026.

APPROVED BY THE MAYOR OF THE CITY OF CALDWELL, IDAHO, this 8th day of August, 2026.

ATTEST:

_____ _____

City Clerk Mayor

WARRANTY DEED

The CITY OF CALDWELL, IDAHO, an Idaho municipal corporation of 205 S 6th Ave, Caldwell, Canyon County, Idaho 83605, Grantor, hereby CONVEYS, GRANTS and WARRANTS to THE URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL, IDAHO, an independent public body corporate and politic of the State of Idaho, of 205 S 6th Ave, Caldwell, Canyon County, Idaho 83605, Grantee, for the sum of TEN AND NO/100 DOLLARS ($10.00) and other valuable considerations, pursuant to the authority set forth in Idaho Code § 50-2015(b), the following described tracts of land in Canyon County, Idaho:

The SE'erly 65 feet of the previously vacated 80-foot wide right-of-way of S. 6th Avenue SW of Main Street adjacent to and NW of Lot 1 of Block 3, according to the Revised Map of Caldwell, Idaho, filed in Book 1 of Plats at Page 20, records of Canyon County, Idaho, located in the SW ¼ of Section 22, T4N, R3W, BM, Canyon County, Idaho, more particularly described as follows:

BEGINNING at the northerly corner of said Lot 1 of Block 3; thence S43º47'03"W, 120.00 feet along the NW'erly boundary of said Lot 1, also being the SE'erly right-of-way boundary of S. 6th Avenue and the NW'erly boundary of Parcel 2 as described in a Record of Survey recorded as Instrument No. 2022018521, records of Canyon County, Idaho, to the westerly corner of said Lot 1; thence N46º12'57"W, 65.00 feet to a point on a line parallel with and 15.00 feet SE'erly of the NW'erly right-of-way boundary of said S. 6th Avenue; thence N43º47'03"E, 120.00 feet along said parallel line to a point on the SW'erly right-of-way boundary extended of Main Street; thence S46º12'57"E, 65.00 feet along said SW'erly right-of-way boundary extended of Main Street to the POINT OF BEGINNING. Containing 0.18 acres, more or less.

TO HAVE AND TO HOLD the said premises, with their appurtenances unto the said Grantee, its heirs and assigns forever. The said Grantor does hereby covenant to and with the said Grantee, that it is the owner in fee simple of said premises; that said premises are free from all encumbrances except for general taxes and assessments for the current year and subsequent years, covenants, conditions, restrictions, use restrictions, use requirements, reversionary interests and easements of record, and that it will warrant and defend the same from all lawful claims whatsoever.

WITNESS the hand of said Grantor this 8th day of September 2026.

CITY OF CALDWELL, IDAHO

By: _____
ERIC PHILLIPS, Mayor

Attest:

_____
City Clerk or Deputy

STATE OF IDAHO)
) ss.
COUNTY OF CANYON)

On this 8th day of September 2026, before me the undersigned, a Notary Public in and for said State personally appeared ERIC PHILLIPS, known or identified to me to be the Mayor of the City of Caldwell, Idaho, that executed the said instrument, and acknowledged to me that such City of Caldwell executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

_____
NOTARY PUBLIC FOR IDAHO
Residence: _____
SEAL My Commission expires: _____

URA **RESOLUTION NO.** 2026-007

A RESOLUTION OF THE CALDWELL URBAN RENEWAL AGENCY, APPROVING THAT CERTAIN MEMORANDUM OF UNDERSTANDING (SOUTH 6TH AVE. PLAZA) BY AND BETWEEN THE CITY OF CALDWELL, IDAHO AND THE URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL, IDAHO.

Be it resolved that the City of Caldwell, Idaho hereby accepts and approves that MEMORANDUM OF UNDERSTANDING (South 6th Ave. Plaza) attached hereto as Exhibit A and incorporated by this reference.

Be it further resolved that the Chairman is authorized to execute said MEMORANDUM OF UNDERSTANDING (South 6th Ave. Plaza) and City staff is instructed to perform the duties and obligations of the Agency under and pursuant to said MOU.

PASSED BY THE AGENCY this 13th day of April, 2026.

APPROVED

By _____
Chairman

ATTEST:

By _____
Secretary

URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL IDAHO
CORPORATE SEAL

RESOLUTION NO. 109-26

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF CALDWELL, IDAHO, APPROVING THAT CERTAIN MEMORANDUM OF UNDERSTANDING (SOUTH 6TH AVE. PLAZA) BY AND BETWEEN THE CITY OF CALDWELL, IDAHO AND THE URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL, IDAHO.

Be it resolved that the City of Caldwell, Idaho hereby accepts and approves that MEMORANDUM OF UNDERSTANDING (South 6th Ave. Plaza) attached hereto as Exhibit A and incorporated by this reference.

Be it further resolved that the Mayor is authorized to execute said MEMORANDUM OF UNDERSTANDING (South 6th Ave. Plaza) and City staff is instructed to perform the duties and obligations of the City under and pursuant to said MOU.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho this 6 day of April, 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho this 6 day of April, 2026.

APPROVED

By _____
Eric Phillips, Mayor

ATTEST:

By _____
City Clerk

CITY OF CALDWELL INCORPORATED JAN 15 1890 CANYON COUNTY, IDAHO

RES 109-26

MEMORANDUM OF UNDERSTANDING
(South 6th Ave. Plaza)

THIS MEMORANDUM OF UNDERSTANDING ("**MOU**") is entered into this 6 day of April, 2026 ("**Effective Date**"), between The Urban Renewal Agency of the City of Caldwell, Idaho, an independent public body corporate and politic, of 205 S. 6th Ave, Caldwell, Idaho 83605 ("**Agency**") and The City of Caldwell, Idaho, an Idaho municipal corporation, of 205 S. 6th Ave., Caldwell, Idaho 83605 ("**City**"). Agency and City may be referred to herein as a "**Party**" or collectively as the "**Parties**."

Whereas, City formed the Central Urban Renewal Project Area by Ordinance No. 3728 on December 15, 2025 which authorizes Agency to undertake urban renewal activities in the project area; and

Whereas, Agency owns property northwesterly of the South 6th Ave. Plaza adjacent to Main Street that is appropriate for private redevelopment pursuant to the request for proposal ("**RFP**") process described at Idaho Code §50-2011(b); and

Whereas, a portion of property on the southeasterly side of South 6th Ave. Plaza is owned by DPRE, LLC, a private entity obligated to redevelop its property pursuant to an existing Disposition and Development Agreement with Agency dated April 27, 2021; and

Whereas, the properties described in the preceding recitals are all depicted on **Exhibit A**, attached hereto and incorporated by this reference; and

Whereas, Agency and City have agreed that the private redevelopment of properties depicted on **Exhibit A** can be facilitated and enhanced for purposes associated with the approved urban renewal plan for the Central Urban Renewal Project Area if South 6th Ave. Plaza is available for incorporation into a redevelopment project encompassing all three (3) parcels; and

Whereas, this MOU memorializes the understanding between the Parties related to the disposition and redevelopment of the properties depicted on Exhibit A and the relative responsibilities, duties and obligations of the Parties.

NOW, therefore, the Parties to this MOU agree and commit to each other as follows:

City Responsibilities:

1. *Transfer by Deed.* Pursuant to Idaho Code §50-2015(1)(a), the City will transfer by deed all of the South 6th Ave. Plaza, except that portion currently dedicated as pedestrian right-of-way along the northwesterly side of the Plaza, to Agency on the condition that Agency faithfully perform its obligations under this MOU.

2. *Transfer by Right-of-Way Vacation*: Vacate the existing pedestrian right-of-way along the northwesterly side of the South 6th Ave. Plaza and vest the vacated right-of-way area in Agency pursuant to Idaho Code §50-311, conditioned on the faithful performance of Agency's obligations under this MOU.

Agency Responsibilities:

1. Agency shall incorporate both the deeded portion and vacated portion of the South 6th Ave. Plaza into a competitive request for proposals ("**RFP**") to redevelop the same in conjunction with the adjoining Agency property to the northwest. The RFP shall be issued and processed pursuant to Idaho Code §50-2011(b) and shall permit, but not required, responders to incorporate additional adjoining real estate into redevelopment proposals.

2. Agency shall use its authority pursuant to Idaho Code §50-2011(a) to establish "covenants, conditions and restrictions, including covenants running with the land," or similar binding commitments, assuring that redevelopment of the site pursuant to the RFP and any subsequent disposition and development agreement meets the following requirements:

2.1 Pedestrian access from the southwesterly-adjacent Indian Creek bridge directly to Main Street shall be preserved indefinitely in any redevelopment of the site. The width of the pedestrian access shall be a minimum of twelve feet (12') to match the bridge width. Redevelopment may include use of air rights above said pedestrian access, but the accessway shall be a minimum of twelve feet (12') in height.

2.2 The RFP will require potential developers to include concepts, proposals and commitments about how redevelopment will complement and enhance Winter Wonderland, including, though not requiring, the possibility of preserving a space for the City's Christmas tree.

2.3 The RFP will require potential developers to explain and commit to a parking plan that accommodates the parking demands of the redevelopment consistent with applicable City codes and requirements.

General Provisions:

1. Severability: In the event any of the provisions of this MOU shall be deemed illegal or unenforceable, such determination shall not operate to invalidate any of the remaining provisions of this MOU.

2. Entire Agreement: The parties agree and warrant that this MOU, together with the Exhibits attached and documents reference constitutes the entire agreement between the parties and supersedes all prior and contemporaneous agreements and discussion, and that this MOU may be amended or modified only by an agreement in writing executed by all parties.

3. Governing Law/Venue: The laws of the State of Idaho govern the enforcement, and interpretation of this MOU. The venue for any action related to this MOU shall be in Canyon County, Idaho.

4. Counterpart Execution: This MOU may be executed in several counterparts, each of which will be fully effective as an original and all of which together will constitute one and the same instrument.

5. Further Acts. In addition to the acts recited in this MOU to be performed by the Parties, the Parties agree to perform or cause to be performed any and all such further acts as may be reasonably necessary to accomplish the objectives and commitments of the Parties set forth in this MOU.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be executed and made effective as of the Effective Date.

AGENCY:

Urban Renewal Agency of the City of Caldwell, Idaho

By: _____

Name: JIM PORTER

Its: CHAIRMAN

Date: 4/13/2026

Attest:

_____
Agency Clerk

CITY:

City of Caldwell, Idaho

By: _____

Name: ERIC PHILLIPS

Its: Mayor

Date: 4/6/2026

Attest:

_____
City Clerk

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Approve Resolution 237-26 authorizing the execution of the professional services agreement for Berry, Dunn, Mcneil & Parker, LLC for $124,997 of impact fee funds to complete a Comprehensive Parks Recreation Pathways and Open Space Master Plan.

Summary Statement:

Approve Resolution 237-26 authorizing the execution of the professional services agreement for Berry, Dunn, Mcneil & Parker, LLC for $124,997 of impact fee funds to complete a Comprehensive Parks Recreation Pathways and Open Space Master Plan.

Recommended Action:

Budget: Budgeted

Cost: 124,997
GL Account: Parks Impact Fees
Timeline: To be completed by September 30, 2027
Department:
Project Manager:

Attachments:

1. Resolution 237-26 for Pathways Contract
2. Resolution 237-26 for Pathways Contract

RESOLUTION NO. 237-26

RESOLUTION AUTHORIZING THE APPROVAL OF THE CONTRACT FOR BERRY, DUNN, MCNEIL & PARKER, LLC FOR $124,997 USING IMPACT FEE FUNDS FOR THE CALDWELL PARKS, RECREATION, PATHWAYS AND OPEN SPACE MASTER PLAN.

BE IT **HEREBY RESOLVED** by the Mayor and Council of the City of Caldwell, Idaho, that the Caldwell City Council approves the contract with Berry, Dunn, McNeil & Parker, LLC and the use of Impact Fees in the amount of $124,997, and

PASSED BY THE COUNCIL of the City of Caldwell Idaho this 8th day September 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho this 8th day of September 2026.

Approved,

By _____
Eric Phillips
Mayor

ATTEST:
By_____
City Clerk

PROFESSIONAL SERVICES AGREEMENT

BETWEEN CITY OF CALDWELL

AND

BERRY, DUNN, MCNEIL & PARKER, LLC

This PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into between Berry, Dunn, McNeil & Parker, LLC, a Maine limited liability company with an office located at 2211 Congress Street, Portland, Maine 04102 (hereinafter the "CONSULTANT"), and City of Caldwell, with an office located at 205 South 6th Avenue, Caldwell, Idaho 83605 (hereinafter the "CLIENT"). The CONSULTANT and the CLIENT are sometimes referred to in this Agreement as the "parties" and each, individually, as a "party."

The CONSULTANT hereby agrees with the CLIENT, for the consideration named herein, to perform the services stipulated in this Agreement.

1. CONSULTANT'S SERVICES

A. The terms of this Agreement are contained in the terms recited in this document and the attached Exhibits, each of which forms an integral part of this Agreement and are incorporated herein. The parties acknowledge and agree that this Agreement, including the attached Exhibits, define the scope of work and performance obligations of CONSULTANT and CONSULTANT'S willingness and ability to meet those requirements (the "Scope of Work"). If a conflict occurs between this Agreement and any Exhibit or other attached document, the terms of the Agreement will control, and the remaining order of precedence will be based upon order of attachment.

Exhibit A consists of CONSULTANT's Proposal dated June 12, 2026.

B. The CLIENT will pay CONSULTANT for its services pursuant to the Budget Narrative section on page 38 of CONSULTANT'S Proposal, attached here to as Exhibit A and incorporated herein.

C. In exchange, CONSULTANT shall perform the Scope of Work as follows:

Public Engagement and Outreach

- Develop a robust, inclusive public engagement and outreach plan to reach as many residents as possible, including Caldwell's underrepresented and underserved neighborhoods.
- The plan shall include both in person and online engagement, including maintaining a project website.
- This shall include conducting a statistically valid survey to gauge public opinions of Caldwell's parks, pathways, open spaces, and recreational opportunities, including expectations and the significance of various services and facilities offered. The survey

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shall address identifying gaps and evaluate what the community needs and desires regarding parks, park amenities, pathways, recreational programming, open space, and facilities.

- Plans shall include online engagement tools such as social media, targeted stakeholder engagement, 5-6 public and neighborhood forums with creative and engaging participatory activities, several board, commission and council briefings, website assistance, resident and stakeholder one-on-one interviews, and collaboration with the City of Caldwell city departments, and the Parks and Recreation Commission.
- CONSULTANT shall document all public comments and present them to the city.
- The outreach plan shall employ creative tools to develop group consensus and understanding.
- Provide plan for outreach to non-English speaking stakeholders.

Recreational Programming Gaps/Needs Analysis and Implementation Plan

- Conduct and prepare a gaps and needs analysis for parks, pathways, recreational programming, open space and facilities.
- Prepare demographic profile of parks and pathways users for the city.
- Develop a survey to identify community interests and assess demand for City operated recreational programs, existing and future parks, park amenities, park improvements, existing and future pathway connections, open space, and parks and recreation facilities.
- Identify and summarize service overlap/potential partners.
- Review and summarize regional, emerging, and declining trends in recreation activities.
- Identify current and future funding mechanisms.

Land Acquisition Strategy and Implementation Plan

- Develop a strategy for protecting open space, retaining tree canopy, and preserving the natural beauty of the Caldwell community.
- Assess the acquisition process and develop a strategy to better address opportunities when land becomes available for future active and passive recreation.
- Develop a criteria checklist for candidate properties.
- Identity potential land acquisition properties within the city planning boundaries for future expansion of the parks system.
- Identify opportunities for partnerships to preserve open space.
- Identify current and future funding mechanisms.

Prepare Useful, Readable Planning Document with Implementation Plan and GIS MAP

- Develop the Master Plan to align with, support, and implement the goals and policies of the Caldwell Comprehensive Plan.

Where feasible, incorporate the park and open space concepts from the City's accepted Envision Caldwell 2050 Plan.

- Identify and classify recommendations into themes with goals, objectives and an action plan for implementation.
- Provide specific actionable steps to guide the City in parks, pathways, open space, and recreational programming with regard to planning/funding/development process including conceptual ideas for underdeveloped or undeveloped park property.
- Develop a capital improvements framework including cost, potential funding sources, and timeframe to support the implementation of the plan.
- Provide a recommendation for level of service standards and evaluation of funding opportunities to achieve said standards.
- Include a signage plan for the parks and pathways system to aid in connectivity and pedestrian accessibility.
- Include relevant text, graphics, maps, etc. in electronic format for final adoption and distribution.
- Include GIS maps for all existing parks, pathways, open space and parks facilities infrastructure. Maps shall be provided in ArcGIS format to incorporate into our GIS database.
- Include GIS maps for desired future parks, pathways, open space and recreation facilities. Maps shall be provided in ArcGIS format to incorporate into our GIS database.

2. THE CLIENT WILL PROVIDE

A. Access to pertinent information and available data requested by the CONSULTANT.

B. Any assumptions that are necessary to the work to be performed by CONSULTANT.

C. Attendance and participation at all reasonably scheduled meetings and work sessions.

D. Timely review of draft and preliminary materials submitted by the CONSULTANT.

3. DOCUMENTS

All documents and services provided by the CONSULTANT pursuant to this Agreement are instruments of service with respect to this project. Upon receipt of payment for these services, the CONSULTANT'S documents and material developed by the CONSULTANT under this Agreement are the property of the CLIENT. The CLIENT has the right to re-use these documents and computer software on extensions of the project or for other projects; provided that such re-use will be at the CLIENT'S sole risk and without liability or legal exposure to the CONSULTANT.

4. NONDISCLOSURE OF PROPRIETARY INFORMATION

The CONSULTANT will consider all information provided by the CLIENT and all reports, studies, and other documents resulting from the CONSULTANT'S performance of these services to be proprietary unless such information is available from public sources. The CONSULTANT will not publish or disclose proprietary information for any purpose other than the performance of the services under this Agreement without the prior written authorization of the CLIENT or in response to legal process. The CONSULTANT will maintain all originals in the CONSULTANT'S files for a period of not less than three (3) years from the date CONSULTANT completes these services and will provide the CLIENT access to and the right to examine and copy information contained in the files pertaining to the services. In the event of legal process, the rights of access, examination, and copying hereunder will continue until the conclusion of any litigation, appeals, claims, arbitration, or other legal process.

5. CHANGES AND ADDITIONS

CONSULTANT will notify the CLIENT in writing of any recommended or necessary changes or additions to the Scope of Work contemplated under this Agreement. If CLIENT agrees to any recommended changes or additions, the parties will approve the scope, number of hours, and fees (if any) for such services in writing before CONSULTANT begins work on any such changes or additions.

6. ADDITIONAL SERVICES

The CLIENT may request additional services associated with this project that are outside of the Scope of Work contemplated under this Agreement. If CONSULTANT agrees to any such request, compensation for these additional services will be based on CONSULTANT'S current billing rates plus reasonable travel expenses. The parties will approve the scope, number of hours, and fees for any additional services in writing before CONSULTANT begins any additional work.

7. NOTICE

A. Any notice, demand, or request required by or made pursuant to this Agreement must be in writing and will be deemed properly made if personally delivered or deposited in the United States mail, postage prepaid, to the representative specified below, and/or sent to the email address(es) that the parties have routinely used to communicate with each other during the term of this Agreement. Provided, however, that any notice of suspension or termination pursuant to Section10 of this Agreement must be sent by United States certified mail, postage prepaid, return receipt requested and will not become effective until the date of receipt. Nothing in this paragraph is intended to restrict the transmission of routine communications between the parties' representatives.

B. The name and mailing address of CLIENT'S Representative for purposes of this notice provision, unless and until another person is designated in writing, is Morgan Bessaw, Deputy Director of Planning and Zoning, City of Caldwell, 205 South 6th Avenue, Caldwell, Idaho 83605.

C. The name and mailing address of CONSULTANT'S Representative for purposes of this notice provision, unless and until another person is designated in writing, is Lisa Paradis, Principal,

Berry, Dunn, McNeil & Parker, LLC, 2211 Congress Street, Portland, Maine 04102.

8. PAYMENT FOR SERVICES

A. The CONSULTANT will send the CLIENT timely progress invoices each month for services rendered to date. The terms of payment are net thirty (30) days. The CONSULTANT may assess late payment charges on any past due payments at the rate of one and one-half percent (1.5%) or the maximum rate permitted by applicable law, whichever is less. If an invoice or any part of an invoice is subject to a legitimate dispute between the parties, the CLIENT will pay all undisputed amounts, and no late charges will apply to any amounts withheld due to a legitimate dispute until such dispute is resolved.

B. If any undisputed invoice remains unpaid for more than forty-five (45) days, the CONSULTANT reserves the right to suspend the performance of its services. Prior to such suspension, the CONSULTANT will provide the CLIENT with five (5) days' written notice. Services will remain suspended until all past due amounts, including any applicable late payment charges, have been paid in full. If a suspension of services occurs, the CONSULTANT will not be held liable for any delays resulting from a suspension of work due to the CLIENT's failure to pay the CONSULTANT's invoices in a timely manner.

9. FORCE MAJEURE

CONSULTANT will use commercially reasonable efforts to complete all services contemplated under this Agreement. However, neither party will be liable to the other party for any failure to perform, or delay in performance of, any obligation under this Agreement to the extent such failure or delay has been wholly or principally caused by acts or events beyond the parties' reasonable control rendering performance illegal or impossible. As used in this section, "force majeure" means any cause beyond the reasonable control of a party including, but not limited to, an act of God, nature, act of aggression, fire, strike, flood, riot, war, delay of transportation, terrorism, pandemics or other widespread outbreaks of infectious diseases, or the inability, due to the aforesaid causes, to obtain necessary labor, material, or facilities.

10. TERMINATION OF CONTRACT

A. Either party may terminate this Agreement upon written notice to the other party in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement through no fault of the terminating party; provided, however, that the terminating party has first given the other party written notice of the reason for such termination and the other party has failed to cure or rectify the issue or matter within fifteen (15) days of receipt of such notice.

B. In the event the CLIENT terminates the CONSULTANT'S services as permitted under Section 10.A of this Agreement, the CLIENT will pay the CONSULTANT for all services performed to the effective date of termination. The CONSULTANT will be entitled to receive only the fair value of services rendered and direct out of pocket expenses incurred hereunder prior to the effective date of such termination. Upon restart of a project previously terminated, the CONSULTANT has the right to request an equitable adjustment to its compensation for remobilization of the project.

11. ASSIGNMENT

Neither party will assign or transfer their rights or obligations in this Agreement without the written consent of the other party, and such consent will not be unreasonably withheld.

12. INSURANCE

The CONSULTANT shall purchase and maintain insurance coverage that will cover all CONSULTANT'S employees and agents while performing the services contemplated under this Agreement and any work incidental to the performance of this Agreement. Such coverage must be in the minimum amount of $1,000,000 per occurrence and $2,000,000 in the aggregate, and shall name the City of Caldwell, and its officers, agents, and employees, as additional insured. CONSULTANT shall provide proof of liability coverage as set forth above to CLIENT prior to commencing its performance as herein provided and notify CLIENT ten (10) days prior to cancellation of said policy.

13. ETHICS IN PUBLIC CONTRACTING

The CONSULTANT certifies that its proposal was made without collusion or fraud and that CONSULTANT has not offered or received any kickbacks or inducements from any other contractor, supplier, manufacturer, or subcontractor in connection with CONSULTANT'S proposal; that CONSULTANT has not conferred with any public employee having official responsibility for this procurement transaction; and that CONSULTANT has not received any payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value, present or promised, in connection with this proposal or procurement transaction, unless consideration of substantially equal or greater value was exchanged.

14. ALTERNATIVE PRACTICE STRUCTURE DISCLOSURE

Berry, Dunn, McNeil & Parker, LLC (CONSULTANT) and BDMP Assurance, LLP (BDMP Assurance) practice in an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable laws, regulations, and professional standards. CONSULTANT provides tax, advisory, and consulting services to its clients. BDMP Assurance is a licensed CPA firm that provides attest services to its clients. The CLIENT understands that it has retained Berry, Dunn, McNeil & Parker, LLC for purposes of this Agreement. Services provided by BDMP Assurance, if any, are governed by a separate agreement.

CONSULTANT retains all client files for BDMP Assurance and CONSULTANT and will share them with BDMP Assurance as needed. To the extent the CLIENT has separately contracted with BDMP Assurance to provide services, the CLIENT hereby consents and authorizes CONSULTANT to share with BDMP Assurance information that that it may obtain from the CLIENT in the course of this Agreement. BDMP Assurance and CONSULTANT will maintain the confidentiality of all client information and comply with professional standards regarding CLIENT's information.

15. CONSULTANT'S USE OF ARTIFICIAL INTELLIGENCE

The parties agree that, while providing the services set forth in this Agreement, the CONSULTANT may use tools and technologies based on artificial intelligence, including, but not

limited to algorithms, machine learning and automated processes ("AI"). CLIENT acknowledges and agrees that the use of AI may improve the efficiency and quality of the services provided and consents to use. CONSULTANT certifies that it has internal guidelines, policies, AI use procedures, and training programs that govern its use of AI tools. CONSULTANT is responsible for validating outputs before delivering them to CLIENT.

16. RUSSIA SANCTIONS

By executing this engagement letter, the CLIENT represents that it is not owned or controlled, directly or indirectly, by one or more Russian citizens, Russian nationals, persons physically located in Russia or entities organized under the laws of Russia. The CLIENT agrees that if at any time while CONSULTANT is providing services to the CLIENT the foregoing representation is no longer true, the CLIENT will immediately notify the CONSULTANT.

17. SEVERABILITY

If any part, term, or provision of this Agreement is found by a Court to be legally invalid or unenforceable, then such provision or portion thereof will be performed in accordance with applicable laws to the extent possible. The invalidity or unenforceability of any provision or portion of this Agreement or any contract document related to this Agreement will not affect the validity of any other provision or portion of this Agreement or any related contract document.

18. AGREEMENT CONSTRUED UNDER IDAHO LAWS

The Agreement is deemed to be executed and performed in the State of Idaho and will be construed in accordance with the laws of the State of Idaho.

19. ENTIRE UNDERSTANDING

This Agreement comprises the entire understanding between the parties and cannot be modified, altered, or amended, except in writing and signed by the parties.

20. TERM

The term of this Agreement will be from the date of execution through September 30, 2027, unless it is terminated earlier by either party pursuant to Section 10 of this Agreement. The term of this Agreement may be extended upon the mutual consent of both parties in writing.

By signing below, each party executes this Agreement as of the date written below and agrees to all the terms and conditions contained herein.

21. INDEPENDENT CONTRACTOR

The parties agree that CONSULTANT is in no way an employee or agent of CLIENT and is not entitled to workers' compensation or any benefit of employment with CLIENT. CLIENT shall have no control over the performance of this Agreement by CONSULTANT except to specify the time and place of performance, and the results to be achieved. CLIENT shall have no responsibility for security or protection of CONSULTANT's supplies or equipment. CONSULTANT agrees to pay and be responsible for all taxes due from the compensation

received under this contract.

City of Caldwell	**Berry, Dunn, McNeil & Parker, LLC**
By:	By:
Print Name:	Name: Lisa Paradis
Title:	Title: Principal
Date:	Date: 09/02/2026

BerryDunn

PROPOSAL FOR THE

City of Caldwell, ID

RFP

Consulting Services to Develop a Comprehensive Parks, Recreation, Pathways, and Open Space Master Plan

SUBMITTED BY:
Berry, Dunn, McNeil & Parker, LLC
4722 North 24th Street Suite 480
Phoenix, AZ 85016

Chad Snow, Project Principal
Berry, Dunn, McNeil & Parker, LLC
csnow@berrydunn.com

Art Thatcher, Project Manager
Berry, Dunn, McNeil & Parker, LLC
art.thatcher@berrydunn.com

Submittal Date
June 12, 2026 before 5:00 PM MDT

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BerryDunn

June 12, 2026

City of Caldwell
Attn: Morgan Bessaw, Deputy Director of Planning and Zoning
621 Cleveland Blvd
Caldwell, ID 83605

Dear Morgan Bessaw and Members of the Selection Committee:

On behalf of Berry, Dunn, McNeil & Parker, LLC (BerryDunn, we, our), I would like to thank you for the opportunity to submit this proposal in response to the City of Caldwell's (the City's) Request for Proposals (RFP) for Consulting Services to Develop a Comprehensive Parks, Recreation, Pathways, and Open Space Master Plan. This plan will enable the City to improve connectivity within the community and align parks and pathways planning with growth, equity, and financial sustainability.

We understand that successful project outcomes will depend on a clear understanding of your goals, community needs, and operational context. Our team is committed to delivering a collaborative, transparent, and inclusive process that engages interested parties and reflects the unique character of the community. We understand the importance of balancing innovation with proven best practices to develop practical and implementable strategies that are both visionary and achievable. By leveraging our extensive experience and tailored approach, we will help you navigate challenges, seize opportunities, and realize long-term success aligned with your priorities and values. Below and throughout this proposal, we highlight our key strengths. These elements will guide our work to support you in meeting your objectives and creating lasting value for the community.

We have completed similar projects for regional communities.

Our team consists of former park and recreation administrators who understand real-world impacts of planning recommendations.

Our team has worked together on previous projects, and we understand the region.

We are confident that, if selected to partner with you on this important initiative, we will deliver a Master Plan that provides an accurate assessment of community needs and positions the City to meet them. We sincerely appreciate the opportunity to submit this proposal and thank you for your time and consideration.

As a principal in BerryDunn's Local Government Practice Group and Chief Strategy and Growth Officer of our Consulting Services Team, I am authorized to bind BerryDunn to this proposal. Please consider me the City's primary point of contact for any questions or updates during the evaluation process. We have reviewed the request and submit this firm, irrevocable offer, valid for 90 calendar days from the proposal due date of June 12, 2026 before 5:00 PM MDT.

Sincerely,

Chad Snow, Project Principal
Berry, Dunn, McNeil & Parker, LLC
BerryDunn, 2211 Congress Street, Portland, ME 04102
Tel: 207.541.2294 | Email: csnow@berrydunn.com

BerryDunn is the brand name under which Berry, Dunn, McNeil & Parker, LLC and BDMP Assurance, LLP, independently owned entities, provide services. Berry, Dunn, McNeil & Parker, LLC provides tax, advisory, and consulting services. BDMP Assurance, LLP, a licensed CPA firm, provides attest services.

SECTION 01

Executive Summary

Our Understanding of Your Needs

The City of Caldwell is interested in developing a single Parks, Recreation, Pathways, and Open Space Master Plan. This plan will enable the City to responsibly manage its rapid growth to meet community needs. It will offer recommendations for improving community connectivity and transforming parks, recreation, open space, and pathways into a core component of the City's identity.

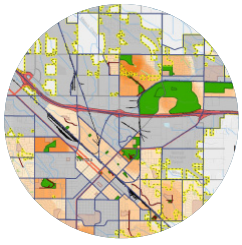
How We Can Help

We are proud to describe what distinguishes our team and approach in the narrative that follows. We are familiar with fast-growing communities like yours in Idaho's Treasure Valley, bringing local context and perspective. BerryDunn brings a strong local and regional presence to the Caldwell Parks, Recreation, Pathways, and Open Space Master Plan through ongoing work across the Boise area and its partnership with Breckon Land Design.

Our team has successfully collaborated on similar planning efforts in the neighboring communities of Nampa and Meridian. We have on the ground insight into local conditions, development patterns, and construction markets—supporting realistic Rough Order of Magnitude (ROM) cost estimating and implementation planning grounded in Idaho specific conditions. By bringing lessons learned, peer benchmarks, and proven implementation strategies, we deliver recommendations that reflect both regional realities and Caldwell's unique community character, helping ensure the Master Plan is responsive, forward thinking, and authentically rooted in Central Texas context.

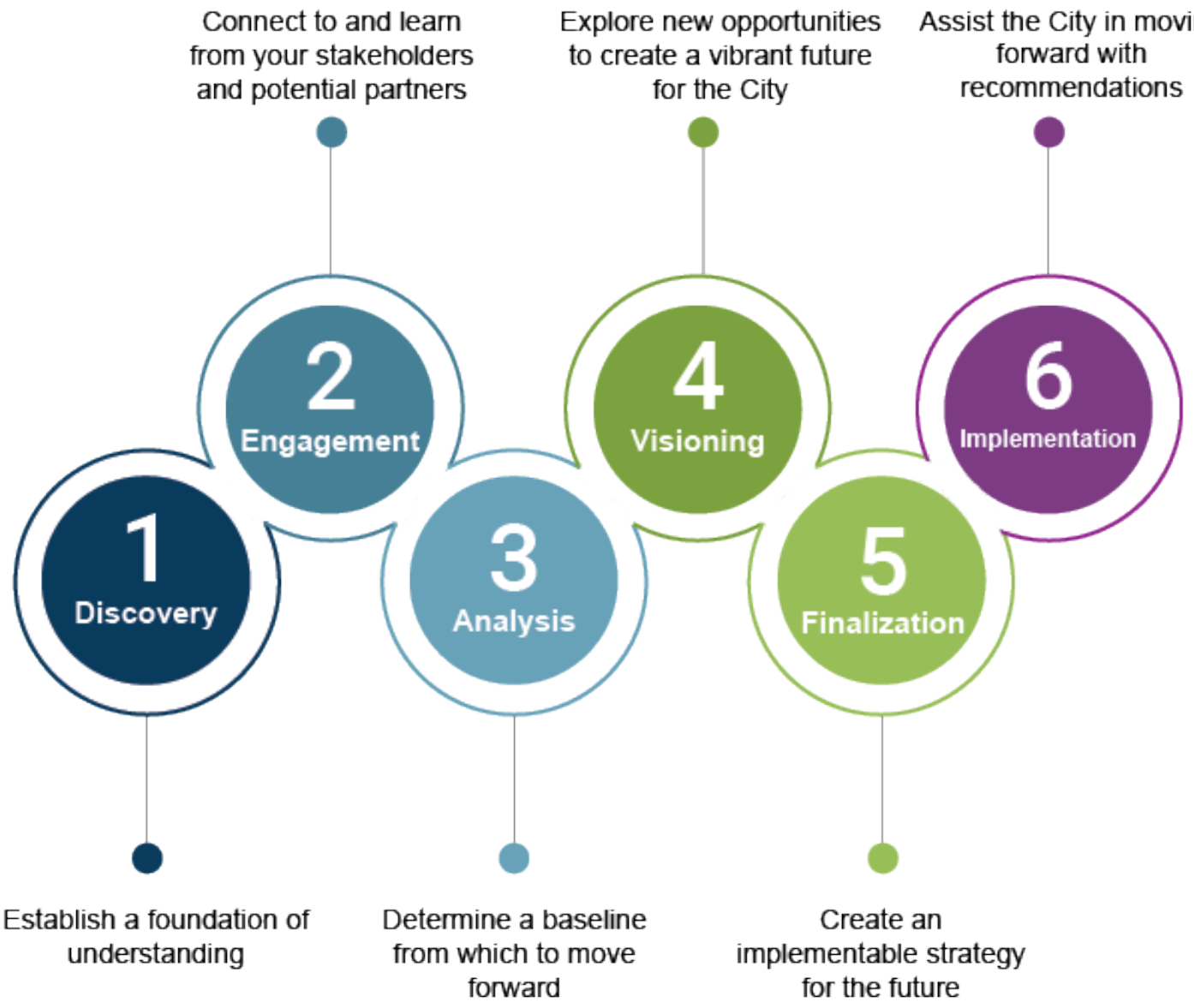
We develop recommendations backed by quantifiable data and real-world needs, helping ensure they are realistic and actionable. Our planning philosophy emphasizes data driven decision making supported by demographic analysis, geographic information systems (GIS) based inventory results, community engagement findings, operational realities, and benchmarking against peer communities, including some of the fastest growing cities in the region. This blend of quantitative and qualitative insight helps ensure each recommendation is implementable and grounded in real world conditions.

The combination of BerryDunn's analytical depth and Breckon Land Design's local design and development insight helps ensure the City receives a plan that is aspirational but also achievable,ready to inform capital planning, operations, policy decisions, and long term resource allocation.



We have assessment and inventory experience that spans two decades and the review of thousands of park systems. For more than 20 years, our team has conducted thorough assessments and inventories across countless parks, pathways, open spaces, and recreation facilities nationwide. This depth of experience brings proven methodologies, consistency, and accuracy to every inventory effort. Combined with Breckon Land Design's on-the-ground knowledge of Idaho systems, parks and recreation trends, maintenance needs, environmental conditions, and development impacts, we deliver a reliable foundation for systemwide planning. This allows us to identify system gaps, understand condition trends, and develop meaningful insights that guide strategic investment and long-term stewardship.

Our Approach



> ***The team at BerryDunn brought a wealth of knowledge in parks and recreation planning, evidenced by their innovative approaches and evidence-based recommendations. They conducted thorough assessments of our existing facilities, analyzed demographic trends, and identified opportunities for enhancement and growth. Their strategic vision not only prioritized the development of recreational spaces but also emphasized sustainability and accessibility, ensuring that our parks will serve future generations.***
>
> Jennifer Ayala-Vanderpool
> City of Nampa, Idaho

SECTION 02

Experience and References

On the following pages, we provide reference information for clients who can speak well to the quality and satisfaction we provide when delivering master planning services.

City of Meridian, Idaho

Parks and Recreation Master Plan

In 2019, our team members developed a Parks and Recreation Master Plan for the City of Meridian, Idaho. The purpose of the plan was to create an encompassing strategy for the delivery of parks and recreation facilities, programs, and services.

Parks and Recreation Master Plan Update

Our team updated the Parks and Recreation Master Plan in 2023. This plan served as a concise and visually appealing document with realistic recommendations. We engaged the community to assess needs and desires for the parks and recreation system. To provide an accurate measure of community needs, we updated the inventory and level of service analysis. Like the City of Caldwell, Meridian was interested in assessing its pathways system to improve connectivity. Breckon Land Design assessed the system and made recommendations to improve pathways and maintain them in the future. Recommendations were prioritized by the highest need, and our team developed alternate recommendations for instances of funding shortages. The project included a recreation center feasibility study and a cost recovery philosophy and services assessment.

REFERENCE

Steve Siddoway, Director
33 E. Broadway Ave., Ste. 206
Meridian, ID 83642
208.888.3579
ssiddoway@meridiancity.org
Project Dates: 10/2021 - 02/2023

VIEW DOCUMENT

City of Nampa, Idaho

Parks and Recreation Master Plan

BerryDunn developed a Parks and Recreation Master Plan for the City of Nampa, Idaho. With a population of about 110,000, Nampa is one of the fastest-growing cities in the United States. The City offers a livable, connected community to which its parks and recreation system contributes. This Parks and Recreation Master Plan provided an analysis of the system and recommendations for the next 10 years. Our team engaged the community and various stakeholder groups to assess needs and set priorities. The team worked with the Parks and Recreation Department to develop a mission and vision to guide planning efforts in the future. Like the City, Nampa was managing rapid growth and needed to balance community service with land preservation. Our team recommended a deliberate approach to new parks development in which the City should prioritize underserved areas.

REFERENCE

Jennifer Ayala-Vanderpool, MBA, CPRP Business Manager
500 12th Ave. S.
Nampa, ID 83651
208.468.5858
vanderpoolj@cityofnampa.us
Project Dates: 05/2022 - 05/2024

VIEW DOCUMENT

Ada County, Idaho

Parks and Waterways Master Plan

The challenge

Ada County was looking for a firm to complete a Parks and Waterways Master Plan to drive goals and priorities for parks and recreation. Prior to the plan, the County had experienced growth and needed a plan to assess changing community needs and priorities. The County also wanted to offer educational opportunities to residents to enjoy the outdoors and promote stewardship of the natural environment.

The solution

To help the County meet its objectives for this project, our team completed a thorough parks and waterways master planning effort including a community profile and a component-based inventory and level of service analysis. Our team facilitated a community and stakeholder engagement process that included a project-specific engagement website. Engagement efforts found that residents value protecting natural resources and desired improved connectivity and access to waterways. Following assessment of the parks and recreation system, our team developed recommendations and implementation strategies.

REFERENCE

Scott C. Koberg, Director
Ada County Parks & Waterways
4049 Eckert Road
Boise, ID 83716
208.577.4578 office
208.860.9913 cell
skoberg@adacounty.id.gov
Project Dates: 12/2022 - 09/2024

VIEW DOCUMENT

SECTION 03

Qualifications and Experience

"If we hadn't hired BerryDunn, we would be… likely still be working on a plan. Our project kept to the schedule! The overall experience of working with BerryDunn was excellent. I would recommend BerryDunn to people who need specific amenity or park/site planning and master planning."

Former Client - Owensboro, Kentucky

Introducing BerryDunn

At BerryDunn, we understand that the City seeks to make informed decisions, improve operations, make an impact, and achieve strategic goals that best serve the community. With a nationwide team of over 990 professionals, we bring deep industry expertise combined with a collaborative approach to deliver solutions tailored to your unique needs. Our Local Government Practice Group has a proven track record of partnering with cities, counties, and special districts to support initiatives such as master and strategic planning, financial and operational analysis, and organizational assessments—all designed to help you advance your priorities effectively and efficiently.

Within this group, BerryDunn's Parks, Recreation, Libraries Practice offers specialized expertise grounded in firsthand experience operating systems like yours. Our team of more than 20 specialists has worked on over 750 projects, partnering with local, state, and national agencies, as well as private organizations, to develop master plans, needs assessments, financial strategies, quality evaluations, and more. We recognize the unique challenges and opportunities you face and tailor our approach to align your goals with the evolving needs of your community. Supported by BerryDunn's broader network of over 350 consultants across local and state government disciplines, we provide a comprehensive, coordinated approach that helps to ensure your vision is translated into actionable, impactful results.

Company Name:
Berry, Dunn, McNeil & Parker, LLC (BerryDunn)

Founded and Incorporated: 1974 in Maine

Headquartered: 2211 Congress Street, Portland, ME 04102

Locations:

Arizona
Connecticut
Hawai'i
Maine
Massachusetts
New Hampshire
Puerto Rico
West Virginia

Business Type: Limited Liability Company

Employees: 950+ nationwide

Website: www.berrydunn.com

Bringing Deep Expertise to the City

BerryDunn's Parks | Recreation | Libraries Practice brings the City the guidance of nationally respected experts with decades of hands-on experience leading parks, recreation, and library systems. Jason Genck, Lisa Paradis, and Chad Snow have served in executive roles where they drove innovation, operational excellence, and meaningful community impact. As co-practice leaders, they provide strategic direction and mentorship to our project team, helping to ensure that the solutions we develop are grounded in practical insight and tailored to meet your specific needs and goals.

Jason Genck, MPA, CPRP
Senior Manager

Lisa Paradis, MBA, CPRP
Principal

Chad Snow, PMP®
Chief Strategy and Growth Officer
Consulting Services Team

Together, Jason, Lisa, and Chad shape the vision and approach of our Parks, Recreation, Libraries Practice, helping ensure every project delivers best practices informed by real-world experience and community-centered solutions. Their leadership means that the City will benefit from a collaborative process focused on strategic, responsive planning that supports your long-term success and reflects the aspirations of your community.

Bringing Specialized Expertise Through Trusted Partners

Including subconsultants on our team allows us to strategically enhance our capabilities by bringing in specialized expertise, local knowledge, and additional capacity to meet the unique needs of your project. Subconsultants often offer deep subject matter expertise or niche services that complement our core strengths, helping ensure a more tailored approach. By collaborating closely with our partners, we create a unified team that leverages the best available resources to deliver high-quality, efficient, and achievable results.

Introducing Our Subcontracting Partners

Crafting the ideal team for your project required thoughtful selection of partners whose expertise, experience, and vision seamlessly complement the strengths of BerryDunn. We believe you will not only see but truly appreciate the depth of value our subcontracting partners bring to your project. It is with great enthusiasm that we introduce them in the following section.

BRECKON LAND DESIGN

BRECKON LandDesign (BLDi) is an Idaho S-Corporation that offers landscape architecture, civil engineering, land planning and design services to clients in Idaho and the western United States. Founded in January of 2007, the firm has since built a reputation for high-quality work that serves a diverse clientele. Their office is located in Garden City, Idaho. They are a veteran-owned small business and have completed successful projects with municipal governments and public agencies throughout Idaho and the Northwest. Doing things right adds value. BLDi's practice is founded on strong communication, integrity, unrelenting quality control, and a commitment to creative innovation when it comes to achieving client goals. They understand that successful completion of projects requires open and honest communication with stakeholders and public agencies, as well as the ability to develop cost-effective design solutions. Their landscape architects and civil engineers maintain professional registrations in multiple states.

ETC INSTITUTE

ETC Institute is recognized as the national leader in the design and administration of market research studies for local government organizations. Since 1982, ETC Institute has completed research projects for organizations in 49 states. ETC Institute has designed and administered more than 2,500 statistically valid surveys, and our team of professional researchers has moderated more than 1,500 focus groups and panels and over 2,000 stakeholder interviews. ETC Institute also uses the most up-to-date and innovative analytical tools that will help the City understand and use their survey data. ETC Institute has conducted research for more major U.S. cities and counties than any other firm. ETC Institute conducts approximately 150 surveys per year for clients throughout the country, and they are ready to begin whenever it is most convenient. Because their CEO is also the owner of ETC Institute, they have tremendous flexibility to go above and beyond the scope of work to help ensure each client is satisfied and that all tasks are successful.

Relevant Experience

Locally Informed, Nationally Proven

We know that every community is different—and that local context matters. That's why we're proud to bring both national experience and regional insight to our work in the region. Whether it is helping cities plan for the future, improve operations, or build stronger community spaces, our project team has been honored to partner with agencies across the region. Below are a few examples of recent and ongoing projects that reflect our commitment to supporting communities just like yours. this experience gives us a strong foundation of local knowledge and trusted relationships. It also helps to ensure that we bring meaningful insights, practical expertise, and a clear understanding of both regional needs and national best practices to this project.

Ada County, Idaho
Parks and Waterways Master Plan Update

Meridian, Idaho
Parks and Recreation Master Plan and 2022 Update

Nampa, Idaho
Parks and Recreation Master Plan

Post Falls, Idaho*
Parks and Recreation Master Plan 2013 and 2021 Update
Recreation Center and Downtown Area Feasibility Study

Sandpoint, Idaho*
Parks and Recreation Master Plan and War Memorial Field Master Plan

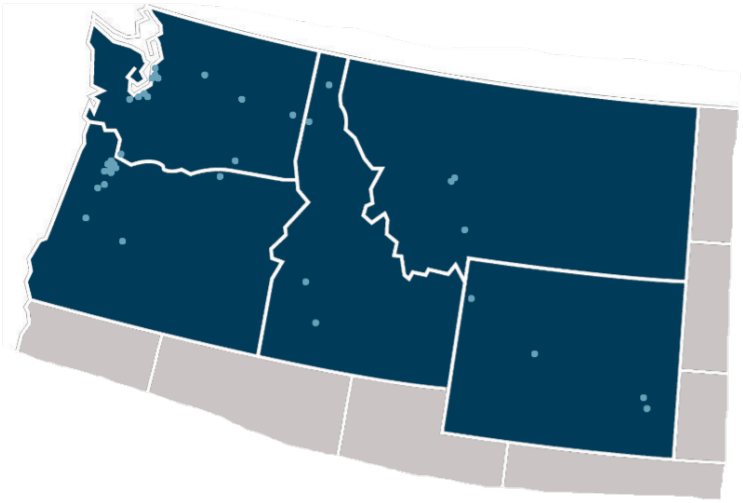
Western Elmore County Recreation District, Idaho*
Operational Budget and Pro Forma

Bozeman, Montana
Comprehensive Parks, Recreation, and Active Transportation Plan

Helena, Montana*
Parks and Recreation Needs Assessment and Strategic Plan

Lewis and Clark County, Montana*
Parks and Recreation Needs Assessment and Strategic Plan

Moses Lake, Washington
Parks and Recreation Master Plan and Larson Recreation Center Feasibility Study



Spokane, Washington*
Parks, Recreation, Open Space, and Trails Master Plan

Guernsey, Wyoming*
Recreation Center Feasibility Study

Laramie, Wyoming
Community wide Sports Study

Rock Springs, Wyoming
Parks and Recreation Department Needs Assessment, Resource Analysis, and Strategic Plan

**Completed prior to merger with BerryDunn*

Master, Strategic, and Comprehensive Planning

When you work with our team, you are getting the benefit of a firm that has led hundreds of master, strategic, and comprehensive planning projects. Along the way, we have learned what works—and we have continued to fine-tune how we engage communities, analyze data, and shape recommendations. Our goal is to make every planning process inclusive, innovative, and grounded in real community needs. We also bring the perspective of having worked in the public sector ourselves, so we understand the challenges you face and how to tailor our approach to fit your specific goals. Below are planning projects that show the kind of work we do—and how we can help.

- Ada County, ID
- Adams County, CO
- Athens-Clark County, GA
- Avondale, AZ
- Buncombe County, NC
- Cabarrus County, NC
- Calvert County, MD
- Charles County, MD
- City/County of Denver, CO
- City of Aurora, CO
- City of Blue Springs, MO
- City of Bonita Springs, FL
- City of Bozeman, MT
- City of Boynton Beach, FL
- City of Burlington, CO
- City of Burlington, NC
- City of Cedar Park, TX
- City of Commerce City, CO
- City of Cooper City, FL
- City of Crestwood, MO
- City of Douglasville, GA
- City of Englewood, CO
- City of Ennis, TX
- City of Fairfax, VA
- City of Golden, CO
- City of Grand Prairie, TX
- City of Greeley, CO
- City of Hampton, VA
- City of Iowa City, IA
- City of Irving, TX
- City of Kennewick, WA
- City of Lauderdale Lakes, FL
- City of Lynchburg, VA
- City of Jersey City, NJ
- City of Manhattan, KS
- City of Maple Valley, WA
- City of Mebane, NC
- City of Mesa, AZ
- City of Modesto, CA
- City of Montrose, CO
- City of Monterey Park, CA
- City of Nampa, ID
- City of New Braunfels, TX
- City of North Las Vegas, NV
- City of Novato, CA
- City of Oakland, CA
- City of Omaha, NE
- City of Owensboro, KY
- City of Palmdale, CA
- City of Parkland, FL
- City of Pflugerville, TX
- City of Plantation, FL
- City of Port St. Lucie, FL
- City of Raleigh, NC
- City of Redlands, CA
- City of Roanoke, VA
- City of Rock Springs, WY
- City of Salt Lake City, UT
- City of Sandpoint, ID
- City of Scottsdale, AZ
- City of Unalaska, AK
- City of Wheat Ridge, CO
- City of Wilsonville, OR
- DeKalb County, GA
- El Paso County, CO
- Elmhurst Park District, IL
- Evergreen Park and Recreation District, CO
- Howard County, MD
- Hyland Hills Park and Recreation District, CO
- Iredell County, NC
- Jackson County, MS
- Johnson County Park and Recreation District, KS
- Jurupa Area Recreation and Park District, CA
- Lombard Park District, IL
- Loudoun County, VA
- Maricopa County, AZ
- Martin County, FL
- Maryland National Capital Park Planning Commission, MD
- Mecklenburg County, NC
- North Carolina Department of Natural and Cultural Resources
- Peninsula Metropolitan Park District, WA
- Pima County, AZ
- Pittsylvania County, VA
- Round Lake Area Park District, IL
- San Luis Obispo County, CA
- South Suburban Parks and Recreation District, CO
- Suwanee County, FL
- Town of Brewster, MA
- Town of Burlington, MA
- Town of Cary, NC
- Town of Chapel Hill, NC
- Town of Davie, FL
- Town of Erie, CO
- Town of Gilbert, AZ
- Town of Groton, CT
- Town of Jupiter, FL
- Town of Manchester, CT
- Town of Sahuarita, AZ
- Town of Timnath, CO
- Town of Wilbraham, MA
- Vermont State Parks
- Village of Ardsley, NY
- Village of Downers Grove, IL
- Village of Lincolnwood, IL
- Village of Pinecrest, FL
- Village of Riverside, IL
- Washington County, VA
- Washington Township, OH
- Washoe County, NV
- Waukegan Park District, IL
- Wheaton Park District, IL
- Wheeling Park District, IL
- Willamalane Parks and Recreation District, OR

Proposed Project Team

Below and on the following page, we introduce our proposed project team members, describe their roles and responsibilities, and detail their qualifications as they relate to delivering projects of this nature. ***Full resumes for key team members can be reviewed in Appendix A.***

Art Thatcher, MPA, CPRP | Project Manager

As **Project Manager**, Art Thatcher will serve as the City's primary point of contact throughout the project. He will oversee day-to-day project progress, track key tasks and milestones, and manage the overall planning process to help ensure timely and successful delivery.

Art Thatcher is a manager in our Parks, Recreation, Libraries Practice. He is a Certified Parks and Recreation Professional (CPRP) with over 40 years of experience in parks and recreation operations, programming and administration, volunteer board leadership, facility design and operations, and community engagement. He frequently leads our strategic and master planning initiatives, operations and facility management planning, and outdoor adventure recreation development and programming. He is a past president and former chair of the board of the Virginia Recreation and Parks Society (VRPS), as well as a former board member of the VRPS Leadership Training Institute. Art has managed multiple similar projects in Ada and Canyon Counties and understands parks and recreation standards in the region.

Lisa Wolff, MSL, CPRP | Operations and Management Subject Matter Expert

As **Subject Matter Expert**, Lisa Wolff will provide specialized operations and management expertise. Her insights will help shape solutions that are both practical and aligned with industry best practices.

Lisa Wolff is a highly accomplished senior consultant in our Parks, Recreation, and Libraries Practice. A Certified Park and Recreation Professional (CPRP), she brings over 30 years of leadership experience in local government, with a strong focus on recreation and parks. Lisa has a proven track record of driving operational excellence, securing sustainable funding, fostering strategic partnerships, and leading complex projects to successful outcomes. Her deep industry knowledge and innovative approach make her a trusted advisor to communities seeking to enhance their parks and recreation services.

Dante Cavaz | Supporting Consultant

As **Supporting Consultant**, Dante Cavaz will assist with the inventory and level of service analysis.

Dante Cavaz is a consultant in our Parks, Recreation, Libraries Practice. He excels in using GIS analysis and data-driven methodologies to support parks and recreation agencies in their planning and strategic initiatives. With both technical expertise and a commitment to community engagement, Dante's work informs outcomes that cater to clients' diverse needs. His strong communication skills, ability to synthesize information sources, and fluency in Portuguese allow him to engage effectively with a variety of interested parties and contribute to projects promoting equity and community well-being.

Miranda Hanson | Supporting Consultant

As **Supporting Consultant,** Miranda Hanson will assist with the demographics and trends analysis and benchmarking assessment. She will also develop and administer the interactive project website Social Pinpoint.

Miranda Hanson is a consultant with BerryDunn's Local Government Practice Group. She will coordinate project management needs such as facilitating meetings, reporting updates to the internal team as well as the client, and schedule coordination in addition to providing data analysis as well as community and staff engagement.

Jon Breckon, ASLA, CLARB | Principal Landscape Architect | BLDi

Jon Breckon has almost 30 years of experience in the planning, design, and construction of public and private facilities. As principal, he oversees all operations and quality control for the firm at large. Jon's professional experience spans a wide range of project types with an emphasis on large-scale projects that have involved master planning for complex design considerations. Jon works closely with agency planning and public works departments during all phases of a project to guide clients through programming and design, address review comments, and gain project approvals.

Colin Ronhaar, PE | Civil Engineer | BLDi

Colin is the newest addition to the BLDi team, bringing over five years of varied land planning, land development and civil engineering experience to the firm. Colin's professional experience includes design engineering for land development, single-family, multi-family, commercial and industrial sector projects. He is certified in Graphic Information Systems (GIS) and worked as a Campus Planning Assistant for Oregon State University, assisting with asset data management and historic preservation of campus structures and sites.

Celeste Penny, ASLA | Landscape Architect | BLDi

Celeste has been with the firm for almost eight years and has worked with private and public agency clients throughout the West. An experienced and versatile designer with a broad skill base, Celeste's projects include multiple state parks, pedestrian plazas for municipal facilities, schools, parks and more. She is experienced with public agency and public works projects and understands how to guide projects through permitting and entitlements to achieve a successful outcome. She has played an integral role in the planning and design of numerous high-profile public projects.

Ryan Murray | Director of Community Research | ETC Institute

Mr. Murray has over 12 years of experience in survey administration, development, supervision, and research analysis. Throughout his tenure at ETC Institute, Mr. Murray has had the pleasure of working on survey projects that cover a wide variety of topics. His current role as Project Manager includes survey design, developing sampling plans, quantitative and qualitative data analysis, interpretation of results, and presentation of findings.

Litigation History

In our 52-year history, we have had five litigation cases as outlined below.

The firm is currently involved in litigation in two cases unrelated to the consulting services we offer.

Blackwood v. BerryDunn was an employment case in the Southern District of West Virginia Civil Action No: 2:18-CV-1216. All claims other than a claim of Breach of Promise/Detrimental Reliance based on a dollar amount of just over $4,000 were dismissed. BerryDunn settled the remaining claim and the Court of Appeals went on to affirm the lower court's decision in December of 2020. In April of 2022, Blackwood filed an amended complaint in state court, once again raising the issues that were already litigated. BerryDunn has asked the court to recognize that the issues have already been decided, and to strike the complaint.

Shaffer v. Berry Dunn McNeil & Parker, LLC is a pending defamation case filed by a former employee of a BerryDunn client. BerryDunn is working to defend and resolve this matter.

The firm was also involved in litigation in three cases, unrelated to the consulting services we offer.

Gambino v. Berry, Dunn, McNeil & Parker, LLC was a class of complaints filed against BerryDunn in the District of Maine based on a third-party information security event. As litigation is common following events like these, BerryDunn agreed to a settlement without admitting to any liability or wrongdoing to resolve this matter.

Inter-Lakes Health Inc. and related entities sued the firm in June 2006 in Essex County, New York (Index No. 000439-06) for return of fees paid to the firm. The case has not advanced beyond the discovery phase and the firm believes that the claims are baseless. There has been no activity in this case since the fall of 2010.

Bankers Bank Northeast, et al. v. Everett L. Ayer, et al. (D. of Me 2014) involved the default of an $18M loan Bankers Bank Northeast (BBN) made in 2008 to the former Savings Bank of Maine. Following the global financial crisis and reorganization of the Savings Bank of Maine, Bankers Bank Northeast attempted to recover its business loss and alleged, inter alia, that BerryDunn's audited financial statements from 2007 misrepresented Savings Bank of Maine's financial fitness, which BBN allegedly relied upon in making its loan decision. BerryDunn vigorously denied these claims and maintains that its 2007 audit report follows U.S. Generally Accepted Accounting Principles (GAAP) and U.S. Generally Accepted Auditing Standards (GAAS). The case settled for an undisclosed amount in 2014.

SECTION 04

Conceptual Treatment of the Project and Work Plan

The Treasure of the Valley

The City of Caldwell is a fast-growing community in the Treasure Valley. Its economy is driven by manufacturing and agriculture. Caldwell is home to a diverse population of around 67,000 people, including a 39% Hispanic population. The City offers small-town charm with a walkable Downtown and abundant natural spaces. It is also close to the Boise metropolitan area for access to city amenities.

Caldwell is known for its natural beauty and is located near the Boise River and Indian Creek corridors. The City offers greenways, wetlands, natural habitat areas, and a vast tree canopy. The Parks and Recreation Department manages 17 parks of varying sizes, the Roberts Recreation Center, the Caldwell Memorial Pool, two golf courses, and multiple programs for people of all ages.

Since the existing Parks and Recreation Master Plan in 2010, the City has seen substantial growth, and the recommendations are outdated. The City has also updated its Pathways and Bicycle Route Master Plan and its Bicycle and Pedestrian Master Plan which are also outdated. This Parks, Recreation, Pathways, and Open Space Master Plan will serve as a single resource to assess community needs and plan for the future.

Once completed, this plan will help the City meet community needs for parks, recreation, pathways, and open space while creating a system that is a core part of the community's identity and culture.

Approach

At BerryDunn, our approach to parks and recreation master planning is built around one core goal: **helping our clients make informed, strategic decisions that reflect the unique character, needs, and aspirations of their communities.** We don't deliver off-the-shelf solutions. We work collaboratively with you to understand your goals, engage your constituents meaningfully, and deliver a plan that is actionable, realistic, and aligned with your long-term vision. Our team combines deep technical expertise with decades of experience leading and supporting parks and recreation agencies, helping to ensure that you receive insights that are both data-driven and grounded in practical, real-world understanding.

What sets BerryDunn apart is our focus on outcomes that matter to you. We structure every planning process to generate results that are immediately useful, from identifying funding strategies and priority investments to strengthening community partnerships and guiding capital decisions. Our master plans are intentionally designed to be living documents—tools that help you advocate for resources, build consensus, and track progress over time. By integrating equity, financial sustainability, and community voice into every step of the process, we help ensure that your department not only meets today's needs but is positioned to thrive for years to come.

Ultimately, our planning approach empowers your team with more than a report, it provides clarity, confidence, and a shared roadmap for the future. Whether you are facing rapid growth, aging infrastructure, or evolving community expectations, BerryDunn is committed to helping you navigate change strategically and with purpose.

Work Plan

Below and on the following pages, we present our work plan intended to achieve the City's goals and objectives for this important initiative. We look forward to discussing our approach with the City and further customizing our work plan to best accommodate the City's master planning needs.

1 PHASE 1: DISCOVERY

Successful master planning is driven by clearly understanding current conditions. During this phase, we will work closely with the City to set project expectations and evaluate useful information to guide the project.

1.1 Initial Project Planning. We will begin with a virtual, initial project planning and discovery session to identify key interest groups, project team members, milestones, and expectations. During this session, we will review the proposed project schedule, work plan, and define roles and responsibilities. The insights gained will inform the development of the Project Work Plan and Schedule outlined in Task 1.2.

1.2 Project Work Plan and Schedule. Together, we will develop a Project Work Plan and Schedule that clearly outlines the project scope, communication approach, meeting timelines, and key groups involved. This foundational plan will serve as our roadmap—building alignment

from day one and helping ensure that all project activities stay on track. By defining roles, responsibilities, and quality control processes up front, the City will benefit from a smooth, transparent process that supports timely progress, high-quality deliverables, and confidence in every step of the engagement.

Deliverable 1: Project Work Plan and Schedule

1.3 Kickoff Workshop. We will facilitate an on-site kickoff workshop with the City's project team to establish shared understanding, build early momentum, and lay the foundation for a strong partnership. This session will introduce our team, clarify project goals, walk through our approach and methodology, and confirm key milestones and expectations. While onsite, we will conduct interviews with Parks and Recreation Department leadership and other City leaders, as needed.

1.4 Data Request and Data Review. A successful project starts with a clear, well-rounded understanding of the City's current environment. To lay that foundation, we will submit an initial information request to gather key documents and data related to your plans, organizational structure, operations, and systems. This may include recent and ongoing planning work such as:

- 2025 Comprehensive Plan
- 2010 Parks and Recreation Master Plan
- 2020 Caldwell Pathways and Bicycle Route Master Plan
- 2040 Bicycle and Pedestrian Master Plan
- Individual site master plans
- Budgets, staffing documents, and other relevant information

By reviewing this information early in the process, our team can build a shared understanding, identify strategic opportunities, and help ensure that our work builds on, not duplicates your previous efforts. This approach minimizes the burden on your staff while allowing us to deliver recommendations that are informed, relevant, and aligned with your organization's goals and community needs. We will also review NRPA best practices and incorporate them into plan recommendations.

1.5 Evaluate Existing Conditions. During the Kickoff visit, we will tour relevant parks, recreation facilities, open spaces, and pathways resources. This firsthand experience will allow us to better understand your community context, user experience, and operational realities, helping to ensure that our recommendations are informed, practical, and grounded in the unique characteristics of the City's system.

As part of the park inventory process, we will conduct a detailed assessment of existing parks across the City, focusing on their amenities and overall condition. This inventory will help identify the strengths, weaknesses, and opportunities for improvement in how parks meet the needs of the community. Our first step will involve a GIS request to gather detailed geographic data on each park, including its location, size, amenities, and current usage. This will allow us to create an accurate, data-driven overview of the City's park system.

1.6 Evaluate Facilities. We will develop an inventory of City facilities, including existing space related to current program needs and future space needs based on trends and future opportunities. This will involve an evaluation of all facilities in order to identify appropriate recreation standards, updates and identify opportunities for and deficiencies in recreation facilities.

Deliverable 2: Existing Conditions Analysis

1.7 Status Update Meetings. We will hold biweekly status update meetings with the City's project manager to maintain clear, proactive communication throughout the project. These check-ins will keep your team informed on progress, help anticipate upcoming needs and provide a forum to address risks or challenges early, supporting a smooth workflow, minimizing delays, and helping align the project with your goals and timeline.

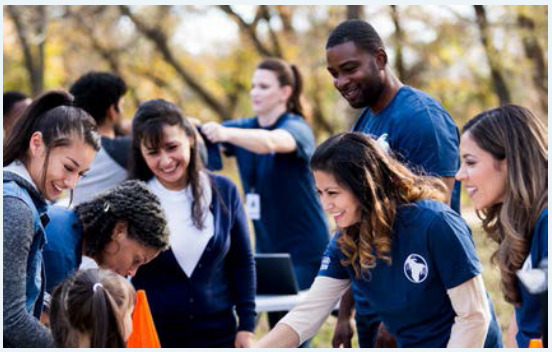
2 PHASE 2: ENGAGEMENT

Community engagement is crucial in determining potential gaps in service and assessing upcoming and outgoing trends that may impacts and service delivery of the City's parks, recreation, and pathways. We will conduct a thorough engagement effort to reach a representative sample of the Caldwell population.

2.1 Detailed Engagement Strategy. Together with the City's project team, we will co-create a Detailed Engagement Strategy that aligns with the City's culture, identity, and community dynamics. This strategy will outline how, when, and where input will be gathered, define outreach and promotional efforts, and ensure each engagement activity is purposeful, inclusive, and results in insights that will directly inform project decisions.

To help ensure broad and meaningful community participation, we propose a hybrid in person and onsite engagement approach tailored to the City's goals and community context. This approach is designed to increase access, build trust, and generate actionable input that reflects the full spectrum of community needs and priorities. An interactive virtual project site will provide residents with a consistent and convenient "home base" to share feedback and stay informed—enhancing transparency and keeping the community engaged throughout the planning process. In-person events will help us reach groups who may be less connected digitally, supporting equitable access to participation. By offering multiple channels of engagement, we can better capture the voices of both current users and those not yet served by the City's system.

Deliverable 3: Detailed Engagement Strategy



Inclusive Engagement

BerryDunn and our local team members will engage in targeted outreach to underrepresented groups, including but not limited to people of color, low-income households, those facing health disparities, elderly residents, and others. To help ensure our recommendations promote equitable outcomes, we must not only lower barriers to participation in the planning process but also actively prioritize engagement with organizations serving populations that face the highest obstacles in accessing parks, recreation, and natural areas. We will conduct demographic research and identify priority audiences and geographic areas for focused outreach. The results will serve as the foundation for engagement efforts moving forward.

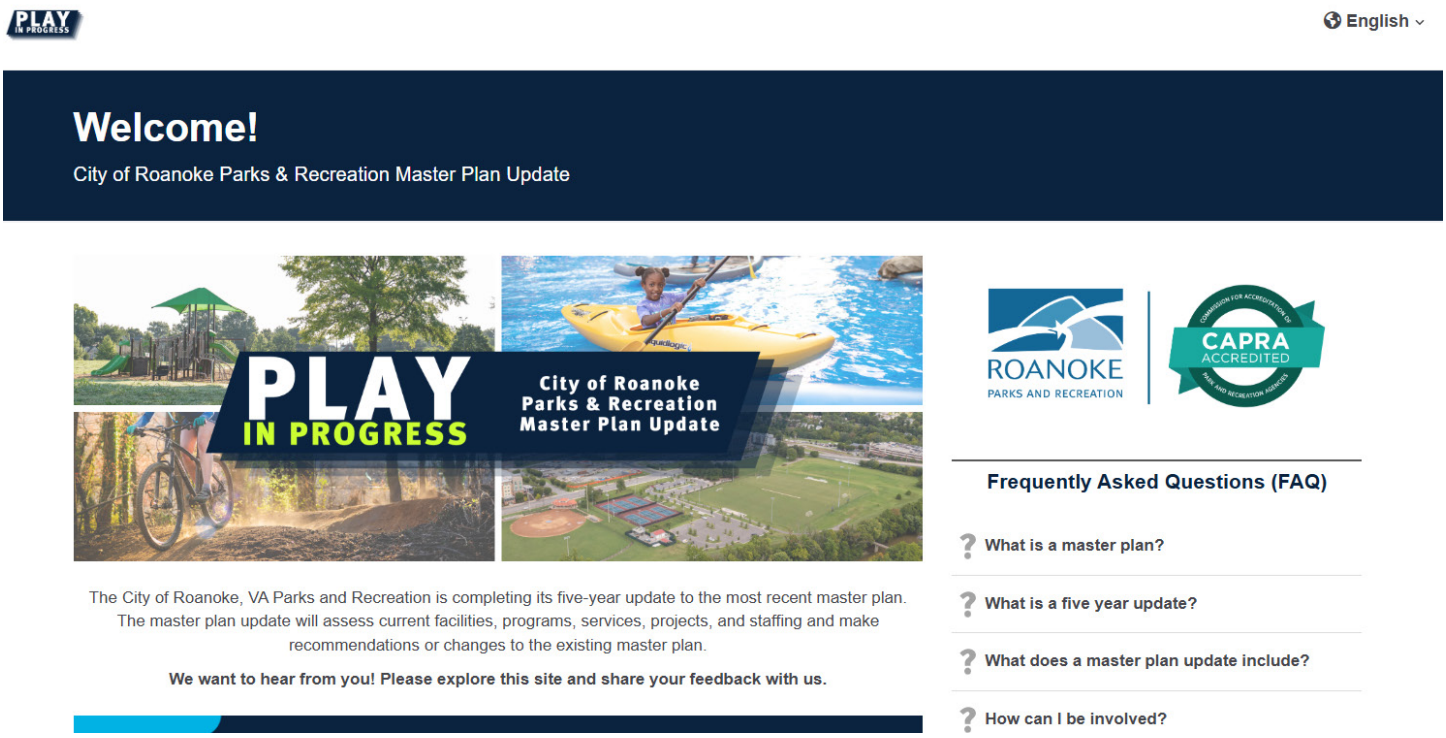
We commonly use a hybrid approach, combining in-person and digital strategies to reach more individuals. By partnering with local groups—including sports organizations, faith-based entities, and other leaders—we meet people where they are and encourage broader involvement.

2.2 Project Website and Engagement Portal. We will partner with City staff to develop a customized project website that keeps the community engaged and informed throughout the planning process. This interactive platform will provide easy access for community members to share input, resulting in a broader and more diverse range of perspectives that directly inform planning decisions. By selecting tools like surveys, mapping, forums, and idea walls tailored to the City's unique goals and community culture, we will enhance outreach effectiveness and foster stronger connections between the City and its stakeholders. Maintaining the website throughout the project will ensure ongoing transparency, encourage continued participation, and support timely communication of project milestones and events.

2.3 Internal Leader and Staff Activities. Internal engagement with the City will include targeted interviews and focus groups with leadership, management, and staff to gather critical insights about parks and recreation programs, services, and facility operations. These sessions, anticipated to include two to three meetings with leadership, administrative teams, key full- and part-time staff, and others as needed—will ensure that internal perspectives shape the future direction of parks, pathways, open spaces, and facility improvements. By actively involving staff throughout the process, we strengthen buy-in and ensure recommendations are practical and implementable, empowering those responsible to successfully lead and sustain the plan's goals.

2.4 Meetings with Interest Groups. We will hold targeted meetings with key interest groups including community leaders, school district representatives, user groups, homeowner and neighborhood associations, friends groups, alternative providers, and other identified parties to gather diverse perspectives on community needs and interests. These conversations will help ensure that the master plan reflects a broad range of voices, builds strong community support, and results in solutions that are responsive, equitable, and aligned with the City's unique priorities.

2.5 Public Input Sessions. Our team will facilitate five to six public neighborhood forums to gather diverse, actionable input from key community stakeholders, including businesses, nonprofits, public agencies, volunteer partners, and neighborhood representatives. By intentionally engaging representatives from under-represented populations throughout the assessment and recommendations process, we will help ensure the outcomes reflect the full community's needs and priorities, fostering equity and inclusion.



Sample project-specific website

On-Site Engagement

We will collaborate closely with the City to identify and invite the most relevant groups and individuals, tailoring engagement activities to maximize meaningful participation. Anticipating potential barriers such as technology access, childcare, language, and physical accessibility, we will design inclusive events—offering child-friendly environments, accessible venues, flexible scheduling, and multilingual options through tools like Social Point—to help ensure broad and equitable community involvement. This thoughtful approach will strengthen community trust and produce recommendations that are representative, informed, and actionable.

2.6 Conduct a Strengths, Weaknesses, Opportunities, and Threats (SWOT) Analysis. We will distribute a Survey Monkey survey to Parks and Recreation Department staff to conduct a SWOT analysis. We will gather information on staff perceptions of the City's strengths, weaknesses, opportunities, and threats.

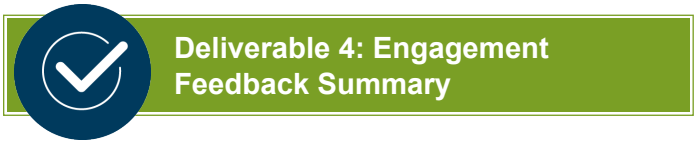
2.7 Pop-Up Events. We will host up to four pop-up events designed to actively engage community members through interactive booths, providing accessible and inviting opportunities for residents to share their input. By selecting creative and high-traffic locations tailored to the unique character of the City, we will maximize community participation and foster meaningful connections. Drawing on successful strategies from similar master planning efforts, these events will capture diverse voices through engaging activities and intercept surveys, resulting in richer community insights that directly inform planning recommendations. We can conduct these intercept surveys along with pop-up booths featuring interactive elements at:

- Sizzlin' Summer Cinema
- Farm to Fork Market
- Caldwell Latino Night Market
- Regular gatherings, such as public markets
- Widely accessed sites, such as parks, community centers, or public library
- Neighborhood walks

2.8 Statistically Valid Survey. BerryDunn strongly advocates for incorporating statistically valid surveys in all planning projects to capture a comprehensive and accurate picture of community needs. While stakeholder meetings and public forums engage active users and interested parties, surveys uniquely reach non-users, who often represent taxpayers and key decision-makers helping to ensure their voices shape the plan's direction.

Partnering with ETC Institute, experts in survey design and analysis, we will develop and distribute a geographically diverse survey to a representative sample of households within the City. The insights gained will provide critical data on community values, satisfaction, priorities, awareness, usage patterns, and demographics, enabling informed, equitable, and data-driven decisions that guide sustainable long-range planning.

2.9 Engagement Feedback Summary. Our team will deliver an Engagement Feedback Summary that synthesizes key insights gathered throughout the engagement process. By analyzing demographics, comparable providers, staff input, and community feedback together, we will identify common themes, uncover service gaps, and highlight critical observations. This integrated assessment will provide a clear understanding of community needs and priorities, directly informing actionable recommendations that align with the City's goals and drive meaningful improvements.



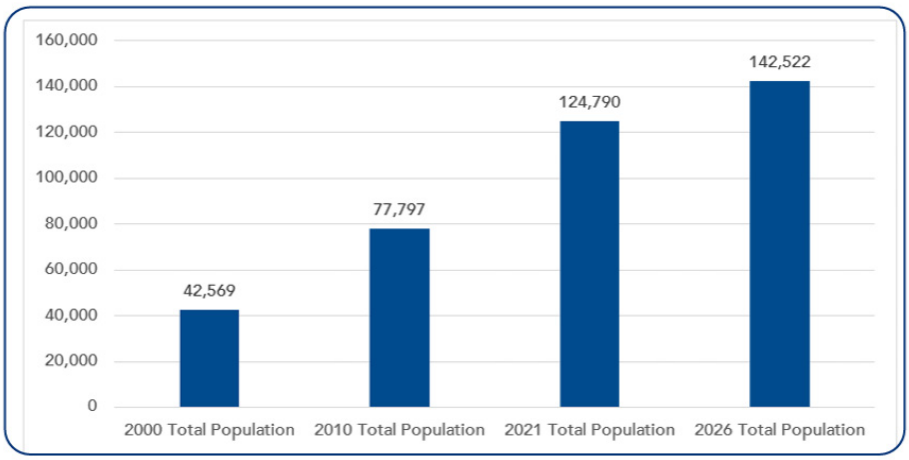
3 PHASE 3: ANALYSIS

Phase 3 consists of a Needs Assessment and a Land Acquisition Strategy to enable the City to responsibly manage its growth. This phase will paint a clear picture of parks, recreation, and pathways operations and opportunities to best meet community needs. It will also identify ways in which the City can implement the plan in a fiscally sustainable way.

3.1 Review Demographics. We will conduct a comprehensive demographic analysis to better understand the unique characteristics and needs of the City's diverse population. This evaluation will explore factors such as population density, age distribution, income levels, race and ethnicity, and health disparities across the City. By mapping and analyzing this data, we will uncover patterns that inform targeted outreach and support equitable access to parks and recreation resources.

This demographic review will serve as a foundation for tailoring engagement strategies and recommendations to reflect the distinct needs of each neighborhood, helping to ensure the final Plan is inclusive, community-responsive, and equity-driven.

To support data-informed decision-making around parks, facilities, open spaces, waterways, and trails, we will develop a detailed market profile using data from the U.S. Census Bureau, Esri, Canyon County, regional sources, prior planning efforts, and other relevant datasets. In coordination with City leadership, we will examine growth patterns, redevelopment zones, and land use trends to anticipate future demand. This analysis will enable the strategic prioritization of land acquisition, facility development, and programming—helping to ensure that resources align with evolving community needs and long-term sustainability goals.



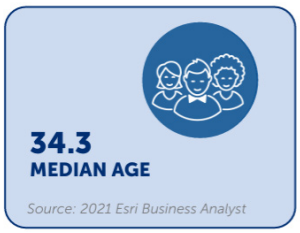


Figure 1: Projected Population Growth in City of Meridian, 2000 - 2030
Source: Esri Business Analyst

3.2 Trends Analysis. Our team will conduct a strategic trends analysis to help the City proactively plan for the community's evolving needs. By examining demographic changes, recreation participation trends, and emerging service delivery models including innovations in technology and customer experience we will identify the key opportunities and challenges shaping the future of parks, open spaces, and pathways. This analysis will incorporate relevant local, state, and national best practices to benchmark performance and spark innovative, responsive approaches. The resulting insights will equip the City to make forward-thinking,

data-informed decisions that advance service equity, improve operational efficiency, and strengthen long-term community impact.

3.3 Conduct Benchmarking and National Comparisons. To help ensure the City and its community have a clear understanding of the key topics and trends influencing the next several years, we will look at comparative trends and available benchmarks for financial sustainability, asset management, programs and services, and related planning aspects. Additional topics may be identified to help understand and prioritize other community concerns, including but not limited to sustainability and resilience, social equity and affordability, and other industry trends.

3.4 Conduct a Recreation Assessment. We will conduct a thorough recreation assessment to evaluate existing programs, facilities, and services in terms of their effectiveness, accessibility, and alignment with community needs. This process will begin with a data request to collect information on current program offerings, participation levels, and service usage. Our team will analyze this data to identify trends, gaps, and opportunities for improved service delivery.

To supplement the data analysis, we will facilitate a focus group with program staff to gain insights into current delivery methods, operational challenges, and growth opportunities. We will also conduct a program menu inventory to assess the variety of recreational activities offered and analyze participation trends across age groups, demographics, and geographic areas. This analysis will include the development of a participation heat map to visualize demand and highlight underserved areas.

Our team will create a detailed inventory of programs for youth, adults, and seniors, evaluating how well these offerings align with community needs identified through public engagement. By integrating program data with findings from the parks and open space analysis, we will assess whether the current facility infrastructure supports the delivery of a future program menu that maximizes community impact.

The process will include an interactive workshop with Parks and Recreation Department staff to assess program strengths, challenges, and improvement areas. Through data-driven tools including program lifecycle analysis, participation trends, financial performance, and geographic mapping we will deliver insights that support effective and equitable recreation service delivery.

3.5 Operational Assessment. As part of the operational assessment, we will conduct a thorough review of existing agreements, partnerships, policies, procedures, and guidelines to help ensure they align with the Department's organizational goals and industry best practices. This process will begin with information gathering, either through targeted workshops or one-on-one discussions with key members of leadership, to identify current practices and areas for improvement. We will then issue information requests, followed by a detailed review and analysis of the material collected. This evaluation will help identify opportunities to streamline operations, strengthen partnerships, and align policies with industry standards, ultimately supporting the implementation of a more effective and efficient parks and recreation system.

3.6 Level of Service. Grounded in the City's community demographics, engagement insights, and inventory data, we will evaluate the quality, distribution, and accessibility of parks, open spaces, pathways, and facilities. This analysis will assess how well existing assets meet current community needs and how effectively they are positioned to serve future growth. We will identify opportunities to close service gaps, make better use of existing resources, and explore potential partnerships. The resulting insights will guide data-driven decisions that promote equity, maximize investment, and deliver long-term value to the community.

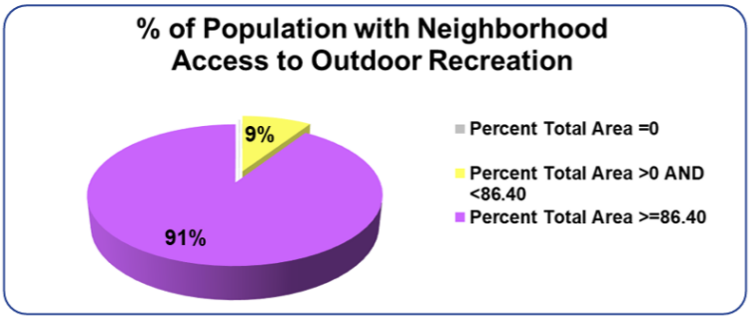


Figure 33: Percentage of Population by Service Level

3.7 Funding Analysis. We realize that recommendations mean nothing without examining the financial resources necessary to move forward. We will consider the implications and possibilities at all stages. BerryDunn will conduct an overview analysis of existing funding to understand how the City meets current needs and based on recommended improvements, determine if current funding sources are sufficient for both capital and operational costs. Based on the strategic recommendations that arise out of the needs assessment, we will identify probable operating, maintenance, and capital costs and recommendations for potential funding sources and mechanisms for the next ten years.

BerryDunn brings extensive experience in evaluating options for alternative funding. Alternative funding typically includes grants, donor programs, and/or partnerships. Our project team will identify key partners in the area through the planning process and can provide management recommendations to enhance this potential funding area.

Note: This task does not include procurement of alternative funding, but this can be addressed separately if desired.

3.8 Land Acquisition Strategy. Land acquisition can present challenges for municipal agencies, particularly in areas experiencing high development pressure. The cost of purchasing land outright may be out of reach in a competitive real estate market, and creative strategies are necessary to help ensure that the City is well-placed to take advantage of opportunities to acquire property. Acquiring open space in developed neighborhoods serves the dual role of protecting valuable green space and adding value to the communities that surround it.

Our team will develop a strategy that 1) identifies and maps available open spaces; 2) ranks and prioritizes these spaces based on need, and 3) provides a realistic path forward to acquire the properties.

Identify and Map Open Space

Our team will use GIS and other technologies to identify and map existing and potential future green spaces and pathways. The basic maps and information provided in Chapter 5 of the City's Comprehensive Plan will provide a starting point for a more detailed analysis of potential locations and ownership information for future property acquisition.

Rank and Prioritize

Prioritization of these properties will be based on the vision and priorities established in the City's Comprehensive Plan – community connections, vibrant gathering spaces, natural features, quality neighborhoods and distinct centers. Additional considerations for prioritization will include adjacency to existing City facilities, property availability, existing infrastructure, needs of specific neighborhoods, relationships or partnerships with property owners, and potential for connectivity and future development. The City should consider acquiring properties or easements that:

- Are immediately adjacent to existing parks & pathways
- Close gaps in connectivity between trails & pathways
- Are identified in the City's Comprehensive Plan
- May be developed and hinder future trail or park expansion
- Provide or link public and/or agricultural and pasture lands to City spaces
- Serve economically diverse and underserved areas

The Path Forward

This is where the City's existing relationships with school districts, colleges, land developers, community leaders and private land owners might be leveraged to help acquire new properties or secure easements for use of private property. A proactive approach and regular communication with agency and industry representatives is necessary to ensure that the City is first in line for available properties if they become available.

The Caldwell Urban Renewal Agency has long-standing relationships with private developers and investors and is uniquely positioned to establish corporate partnerships, cooperative purchasing agreements, TIF funding, private activity bonds, incentives and other potential funding mechanisms. Other potential sources include USDA Rural Development Loans, development impact fees, donor and sponsorship opportunities.

3.9 Pathways, Open Space, and Facilities Needs Assessment. Our team has extensive experience with inventory and assessment of existing pathways, open spaces and park facilities for Idaho public agencies. As a part of the master planning process, we will review existing drawings and documents provided by the City, conduct on-site inspections of current facilities, and prepare a document that outlines current conditions and identifies deficiencies in connectivity, infrastructure, amenities and recreational opportunities.

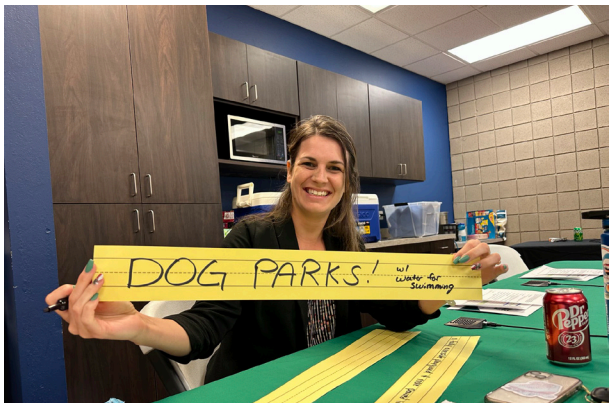
The assessment will document existence of utilities and services, transportation and access, agency regulations, easement and right-of-way conditions as well as the physical condition of each area. Internal engagement with City staff will include interviews with City leaders, Parks Administrators and Maintenance personnel. These meetings will give internal stakeholders an opportunity to provide input on the operational and conditional deficiencies they deal with on a daily basis, as well as their suggestions related to future development of parks, pathways and open spaces. Breckon Land Design, our local project partner, has completed several projects within the City of Caldwell and they are already familiar with the City's parks and pathways system.

4 PHASE 4: VISIONING

The Visioning portion is the most thought-provoking and creative phase of the planning process. Its purpose is to develop the most appropriate response to the identified needs and priorities of the community based on all of the previous technical aspects of the process in collaboration with City leaders.

4.1 Compile and Present Findings. We will compile initial findings from the inventory, demographics, and needs assessments and prepare a summary findings presentation for staff, City leadership, decision makers, other stakeholders, and the public to validate the accuracy of the findings. During this stage, we will confirm that all information identified and collected thus far is correct, and we will ask all stakeholders to share any additional issues or opportunities for consideration as we prepare to move forward into analysis and recommendations.

4.2 Prepare a Key Findings Analysis Matrix. During the findings phase of each project, our project manager will compile a key findings analysis matrix, identifying focus areas from the various tools and methodologies used to collect information. This matrix will help the City determine progress on goals set forth in the plan and will serve as a basis for plan updates in the future.



4.3 Conduct Visioning Workshops. We will conduct a visioning session to help ensure we achieve the right pace and generate momentum in the process. This session will be focused on parks and facility level of service. We will discuss recommendations for needs regarding land acquisition, and the development of parks, pathways, open space, and recreation facilities.

We will also discuss level of service for maintenance and operations, pathways, recreation, operations, and future funding. In these sessions, we will seek to collaboratively develop a clear plan for the future of the City's parks and recreation system, based on standards and demand analysis and furthering the City's goals. We will also identify possible providers and potential partnerships in achieving the City's desired state.

4.4 Develop Goals, Objectives, and an Action Plan. Following the workshops and public presentation, we will develop Goals, Objectives, and an Action Plan. The Action Plan will contain action steps, mission and vision, strategic themes and objectives, key performance indicators, and mid- and long-term initiatives. The plan will also present prioritized strategic initiatives based on input from the workshops, aligned with a clear timeline for implementation. Our prioritization work will also include the cut sheets outlining facility, open space, capital development, and land acquisition methodology recommendations.

Deliverable 5: Goals, Objectives, and an Action Plan

4.5 Prepare a Capital Improvement Plan. Our team will develop the Capital Improvement Plan (CIP) including development of a long-range prioritized capital projects list and recommendations for developing a capital replacement program. The CIP development will incorporate identified priorities for parkland acquisitions, as well as current capital costs for components and elements provided by BerryDunn as recommendations in the master plan.

4.6 Wayfinding For Parks & Pathways. Our team has worked with municipalities in Idaho and throughout the nation on development of open spaces, pathways and parks of all types and sizes. The one thing that projects have in common is the need for directional and informational signage and other wayfinding tools. We recommend a consistent visual theme for parks and pathway signage throughout the City, with neighborhood enhancements, such as specific colors or symbols, to help establish specific and distinct centers of activity.

Engaging with users of the existing parks and pathways system is an excellent way of identifying perceived deficiencies in signage and wayfinding that is currently offered. If users express getting lost or confused in certain areas, then a sign or pathway arrow could remedy that. If there are historically or culturally significant areas on a pathway or in a park, signage can help users easily find these areas. The addition of technological features such as QR codes in signage can help visitors access detailed maps, history, and other information about the space.

5 PHASE 5: FINALIZATION

5.1 Prepare a Draft Plan. We will summarize and synthesize all research and stakeholder input and develop recommendations and priorities into a Draft Parks, Recreation, Pathways, and Open Space Master Plan. We will work with the City's project team to prioritize recommendations, balancing needs and cost/benefit analyses, capacity of the City, and potential budgetary realities. The result will be a set of recommendations phased into immediate, near-term, and long-term timeframes that address goals and action strategies.

Deliverable 6: Draft Parks, Recreation, Pathways, and Open Space Master Plan

5.2 Facilitate a Review Session. After applying first round edits, we will facilitate a review session with the City to discuss feedback and recommendations within the plan.

5.3 Deliver a Final Presentation. We will present the Parks, Recreation, Pathways, and Open Space Master Plan. to City leadership, the Parks and Recreation Commission, and the City Council to provide an opportunity for them to ask questions and request final edits.

5.4 Finalize the Plan. After implementing edits and submitting to the City for review after our presentation, we will develop the Final Parks, Recreation, Pathways, and Open Space Master Plan. The final plan will be placed on the City's website for public access, and we will encourage additional public announcement and communication with residents about ongoing implementation updates to continue progress toward the City's desired future.

Deliverable 7: Final Parks, Recreation, Pathways, and Open Space Master Plan

6 PHASE 6: IMPLEMENTATION

6.1 Implementation Workshop. Following adoption, we will facilitate an implementation workshop that will provide a detailed sequence of steps needed for successful implementation, as well as review techniques to effectively deploy the plan with the City:

- Securing funding sources
- Capital project review
- Identification of a plan champion or team of champions
- Visual management techniques
- Ongoing employee engagement
- Reporting mechanisms and communication
- Internal marketing
- Institutionalizing the process by documenting the steps in the process and continuous improvement of the process
- Ongoing plan adjustments
- Connection to the community, Parks and Recreation Department management and elected officials, and employees

Expectations for Client Participation

We ask that the City designate a project manager to serve as our primary point of contact and to serve as the central point for the review and approval of our project deliverables. We have developed our project work plan based on the assumption that the City will provide relevant background documentation in a timely manner, coordinate meetings, assist in scheduling interviews, facilitate the process of circulating deliverable documents for review, and assist in identifying appropriate stakeholders to interview. We also request stakeholder participation as agreed upon during our initial project planning meeting for fact-finding meetings, interviews, and other activities.

Our project approach includes defined project tasks, expectations, and responsibilities for BerryDunn, the City, and any interested parties. As part of our project planning activities, we will work with the City to confirm expectations for staffing and resource needs through all phases of the project and define the roles and time commitments required of each resource.

SECTION 05

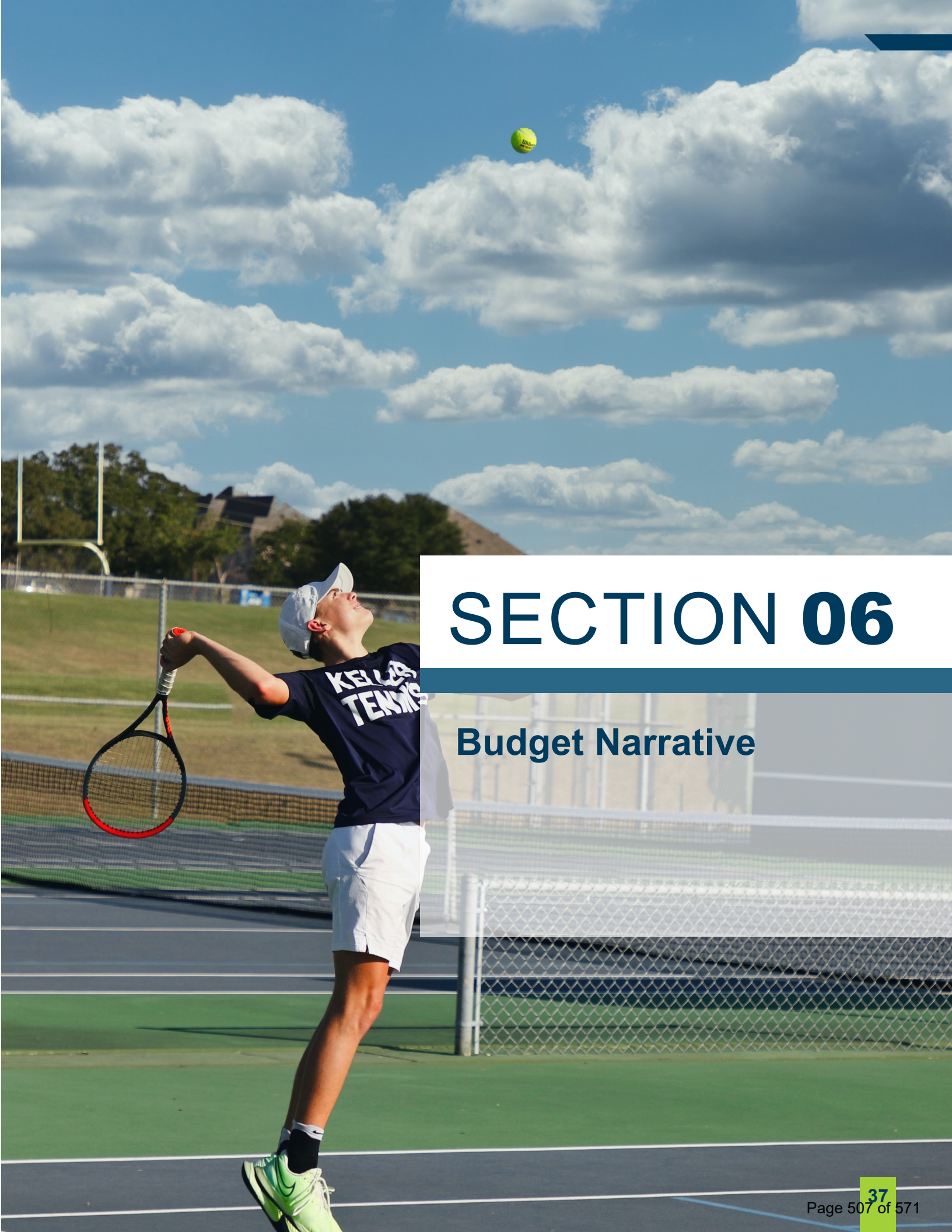
Delivery Time

Anticipated Schedule

Below is our anticipated schedule for completing the City's requested scope of work. We expect the project to take approximately 10 to 12 months and look forward to collaborating with the City to finalize the timeline. We understand that the City would like the project to be complete by September 2027, and we can meet this timeline. We remain flexible to adjust the schedule as needed—whether to accelerate or extend the process—while helping to ensure consistent progress and momentum throughout the project.

Table 1: BerryDunn's Proposed Schedule

Phase / Months	1	2	3	4	5	6	7	8	9	10	11	12
Ongoing Project Management	●	●	●	●	●	●	●	●	●	●	●	●
Phase 1: Discovery	●	●										
Phase 2: Engagement			●	●	●	●	●					
Phase 3: Analysis			●	●	●	●	●					
Phase 4: Visioning								●	●	●		
Phase 5: Finalization										●	●	●
Phase 6: Implementation												●



SECTION 06

Budget Narrative

Table 2 outlines our proposed costs for completing the City's requested scope of work. We propose a firm, fixed fee that includes all time, materials, and travel expenses. These costs were carefully developed based on:

- The detailed work plan narrative presented in our proposal
- Our staffing plan and resource allocation, helping to ensure the right number of team members with the appropriate expertise to effectively complete the defined tasks
- Our extensive experience managing projects of similar scope and scale

We welcome open conversation and are happy to discuss and negotiate pricing to best align with the City's needs and budget.

Table 2: Proposed Costs by Phase

Phase	Costs
Phase 1: Discovery	$32,250
Phase 2: Engagement	$44,743
Phase 3: Analysis	$18,504
Phase 4: Visioning	$14,899
Phase 5: Finalization	$12,155
Phase 6: Implementation	$2,446
TOTAL	**$124,997**

APPENDIX A

Resumes

Art Thatcher

MPA, CPRP

Manager | Berry, Dunn, McNeil & Parker, LLC

PROPOSED PROJECT ROLE

Project Manager

RELEVANT EXPERIENCE

40+ years

CERTIFICATIONS AND MEMNERSHIPS

- Certified Parks and Recreation Professional (CPRP), National Recreation and Parks Association (NRPA)
- NRPA Director School, 2010
- NRPA, School of Sports Management, 1990
- NRPA, Business Institute, 2002
- VRPS Leadership Training Institute, 2014
- LEAD, Weldon Cooper Center for Public Service, University of Virginia, 1999

EDUCATION

- MPA, Old Dominion University, 2005
- BS, Christopher Newport University,1981

Art Thatcher is a manager in our Parks, Recreation, Libraries Practice. He is a CPRP with over 40 years of experience in parks and recreation operations, programming and administration, volunteer board leadership, facility design and operations, and community engagement. He frequently leads our strategic and master planning initiatives, operations and facility management planning, and outdoor adventure recreation development and programming. He is a past president and former chair of the board of the Virginia Recreation and Parks Society (VRPS), as well as a former board member of the VRPS Leadership Training Institute.

EXPERIENCE

Parks and Recreation Leadership: Art's 40 years of parks and recreation leadership includes serving as director of parks and recreation for the City of Poquoson, Virginia, superintendent of parks and recreation for the City of Hampton, and bureau manager for recreation and human development for the City of Norfolk. As a consultant, he has worked with more than 130 communities in 22 states completing master and strategic plans, needs assessments, outdoor recreation assessments, organizational assessments, economic impact studies, and sustainability studies. He frequently speaks at state, regional, and national conferences and regularly lectures through NRPA and Old Dominion University.

Small Department Master Planning: Art has worked with many small parks and recreation departments of fewer than five staff, as well as departments pursuing their first master plans, helping them build relationships with their communities and elected officials. He has also helped to connect similar agencies so they can share resources and future planning efforts.

SELECT CLIENTS

- City of Modesto, CA
- City of Post Falls, ID
- City of Nampa, ID
- City of Santa Maria, CA
- City of Meridian, ID
- City of Encinitas, CA*
- City of San Gabriel, CA*
- City of Fargo, ND
- City of Perris, CA*

**Prior to joining BerryDunn*

Lisa Wolff

MSL, CPRP

Sr. Consultant | Berry, Dunn, McNeil & Parker, LLC

PROPOSED PROJECT ROLE

Subject Matter Expert

RELEVANT EXPERIENCE

30+ years

CERTIFICATIONS AND MEMBERSHIPS

- Certified Parks and Recreation Professional (CPRP)
- National Recreation and Parks Association (NRPA)
- Meritorious Service Award, NCRPA

EDUCATION AND FACULTY POSITIONS

- Master of Organizational Change and Leadership, Pfeiffer University
- Bachelor's degree, Leisure and Sport Management, Elon University
- Certificate of Municipal Administration, University of North Carolina, School of Government
- NRPA Directors School, 2017

Lisa Wolff is a highly accomplished senior consultant in our Parks, Recreation, and Libraries Practice. A Certified Park and Recreation Professional (CPRP), she brings over 30 years of leadership experience in local government, with a strong focus on recreation and parks. Lisa has a proven track record of driving operational excellence, securing sustainable funding, fostering strategic partnerships, and leading complex projects to successful outcomes. Her deep industry knowledge and innovative approach make her a trusted advisor to communities seeking to enhance their parks and recreation services.

EXPERIENCE

Parks and Recreation Leadership: Before joining BerryDunn, Lisa Wolff dedicated 30 years to the City of Burlington, North Carolina, where she held progressively responsible leadership roles, including Assistant Director of Recreation and Parks and Superintendent of Recreation Programming and Marketing.

As Assistant Director, Lisa provided strategic oversight of daily operations, business planning, financial management, policy development, program administration, and staff leadership. She played a key role in fostering community partnerships and enhancing service delivery. Her responsibilities encompassed a wide range of functions, including aquatics, recreation centers, youth programming, specialized recreation services, park maintenance, youth and adult athletics, tennis, athletic turf maintenance, theater, and special events.

Dedicated to advancing the field of parks and recreation, Lisa is an active member of several professional organizations, including the National Recreation and Park Association (NRPA) and the North Carolina Recreation & Park Association (NCRPA). She also previously served on the board of the North Carolina Park Authority.

Project Management: Lisa regularly leads master planning, needs assessment, and feasibility study projects for parks and recreation agencies. She has led large facility development and financial giving initiatives across sectors—including key engagements for the City of Burlington, North Carolina's Paramount Theater and Expansion Plan and sponsorship programs exceeding $2 million in funding and additional partnerships.

SELECT CLIENTS

- City of Hoover, AL
- City of Mebane, NC
- City of Stonecrest, GA
- City of Roanoke, VA
- Iredell County, NC
- Marlboro County, SC
- Martin County, FL
- NC Division of Parks and Recreation, NC
- Palm Coast/Flagler County, FL
- Town of Brookline, MA

Dante Cavaz

Consultant | Berry, Dunn, McNeil & Parker, LLC

PROPOSED PROJECT ROLE

Supporting Consultant

RELEVANT EXPERIENCE

2 years

EDUCATION

- BA, History, Brown University
- Outstanding Innovator Award – BerryDunn Innovation Council

Dante Cavaz is a consultant in our Parks, Recreation, and Libraries Practice. He excels in using geographic information system (GIS) analysis and data-driven methodologies to support parks and recreation agencies in their planning and strategic initiatives. With both technical expertise and a commitment to community engagement, Dante's work informs outcomes that cater to clients' diverse needs. His strong communication skills, ability to synthesize information sources, and fluency in Portuguese allow him to engage effectively with a variety of interested parties and contribute to projects promoting equity and community well-being.

EXPERIENCE

GIS Analysis: Leveraging his background in geospatial analysis, Dante uses the suite of ArcGIS software to make maps that assist decision-making and project outcomes. He also employs these spatial analysis skills to perform level of service (LOS) analysis for parks and recreation master planning projects, as well as for municipal comprehensive plans. Dante is also experienced in interactive mapping approaches, such as ArcGIS Story Maps, which allow him to create easily shareable digital maps based on geographic data.

Data Analysis and Visualization: Dante is skilled at extracting and analyzing large datasets. He leverages Power Query to efficiently organize quantitative data, which he then visualizes through charts, graphs, and maps. Dante uses data visualizations to help ensure clear communication and informed decision-making in parks and recreation initiatives. By analyzing complex data, Dante uncovers actionable insights that drive strategic planning projects.

Community Engagement and Facilitation: Dante has experience facilitating stakeholder interviews and focus groups, employing strong written and verbal communication skills to connect with others and glean key insights. Additionally, he has staffed many community pop-up events, engaging the public and learning about their priorities.

SELECT CLIENTS

City of Lake Elsinore, CA

City of Golden, CO

City of Fairfax, VA

Pima County, AZ

Miranda Hanson

Consultant | Berry, Dunn, McNeil & Parker, LLC

PROPOSED PROJECT ROLE

Supporting Consultant

RELEVANT EXPERIENCE

5 years

EDUCATION

- BS, Parks and Recreation Management, Frostburg State University
- Graduate Certificate, Project Management, Northeastern University

Miranda Hanson is a consultant with BerryDunn's Local Government Practice Group. She coordinates project management needs such as facilitating meetings, reporting updates to the internal team as well as the client, and schedule coordination in addition to providing data analysis as well as community and staff engagement.

EXPERIENCE

Learning and Development: Miranda has managed employee orientation and onboarding logistics, content, and presentation. She designed, produced, and delivered firm-wide development programs on topics such as diversity, equity, and inclusion, software training, and staff development. She served on the Vision 2026 Diversity, Equity, and Inclusion Committee as well as the firm DEI Council. In addition, she created a user guide and training materials for the firm-wide implementation of the Learning Management System. As an administrator of this system, Miranda tacked and maintained employee information; course coordination; and the management of training records and status reports. She also coordinated and helped with training between vendors and our Local Government Practice Group as well as created a training plan checklist to help prepare our internal teams to train their supervisors.

Program Management: Miranda managed four grant-funded projects, simultaneously utilizing project management processes involving distribution of funds; purchasing items; writing follow-up reports; and maximizing budgets within defined project timeline, scope, and budget. She supervised over 70 volunteers through conducting orientations; producing training; detailing duties and responsibilities; assessing volunteer performance; and planning activities to recognize volunteers for their contributions. Miranda also coordinated programming and community partnerships for neighborhood educational centers in areas relating to college access, STEM, literacy and reading.

Research and Supervision: Miranda interviewed survey respondents by telephone while following the University of Southern Maine's mandated research guidelines and procedures. She recorded data from the interview responses by entering answering into a computer-assisted system, and they supervised interview staff by delegating workloads and answering questions.

Jon Breckon, ASLA, CLARB

Principal Landscape Architect

Jon Breckon has almost 30 years of experience in the planning, design, and construction of public and private facilities. As principal, he oversees all operations and quality control for the firm at large. Jon's professional experience spans a wide range of project types with an emphasis on large-scale projects that have involved master planning for complex design considerations. Jon also enjoys working with small Jon works closely with agency planning and public works departments during all phases of a project to guide clients through programming and design, address review comments, and gain project approvals.

education licensure + memberships

Bachelor of Landscape Architecture | University of Idaho

AL, AZ, AR, CA, CO, ID, IN, IO, LA, MD, MN, MS, MT, NV, NY, NC, ND, OH, OK, OR, SC, SD, TN, TX, UT, VA, WA, WI, WY

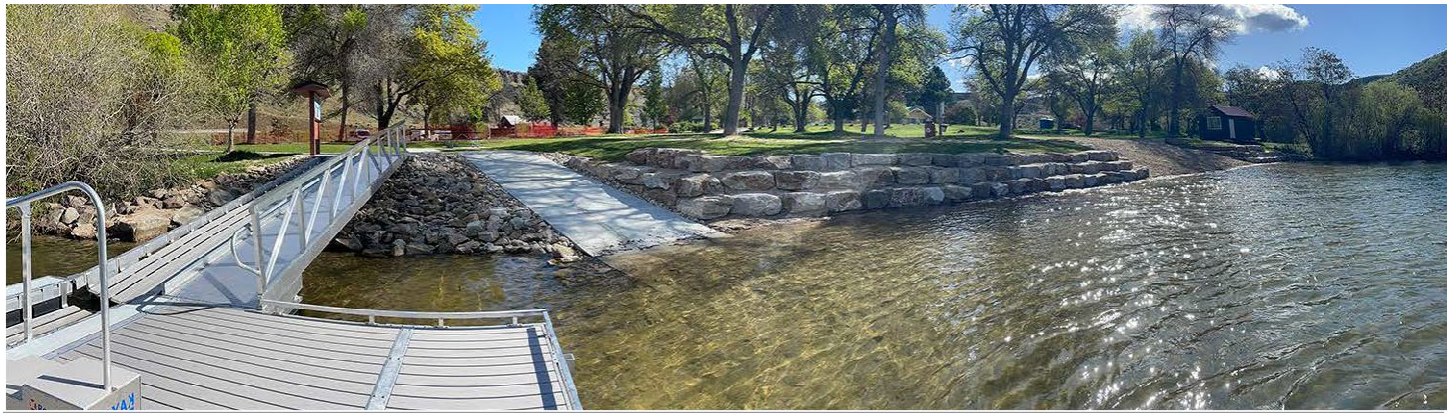
- Council of Landscape Architect Registration Boards (CLARB) Certified
- American Society of Landscape Architects (ASLA)
- Pool and Hot Tub Alliance Certified Advanced Pool Builder Professional
- Idaho State Board of Architects and Landscape Architects, *2012-Present*

relevant projects

City of Nampa Parks & Recreation Master Plan *Nampa, Idaho*
Meridian Parks & Recreation Master Plan *Meridian, Idaho*
Margaret Aldape Regional Park Master Plan *Meridian, Idaho*
South Meridian Regional Park Master Plan *Meridian, Idaho*
Barber Park Master Plan and Improvements *Boise, Idaho*
Lucky Peak State Park, Discovery Unit Improvements (pictured) *Boise, Idaho*
Diversion Park Planning and Improvements *Boise, Idaho*
Henrys Lake State Park Master Plan and Expansion *Island Park, Idaho*
Land of the Yankee Fork State Park Master Plan *Challis, Idaho*
College of Idaho Site Inventory & Master Plan *Caldwell, Idaho*
Mayfield Springs Planned Community *Elmore County, Idaho*
Mayfield Ranch Planned Community *Elmore County, Idaho*
Thousand Springs State Park/Billingsley Creek Master Plan *Hagerman, Idaho*
Stuenenberg Memorial Design Concepts *Boise, Idaho*
Philip Batt Education Building at Wassmuth Center *Boise, Idaho*
The Cabin Literary Center Plaza *Boise, Idaho*
Marilyn Shuler Learning Pavilion at Anne Frank Memorial *Boise, Idaho*

references

Scott Koberg, Ada County Parks & Waterways | 208.860.9913
Melanie Schuster, Idaho Department of Parks & Recreation | 208.514.2456
Jason Miller, PLA, Boise Parks Resources Design & Dev. | 208.608.7842



Colin Ronhaar, PE | Civil Engineer

Colin is the newest addition to the BLDi team, bringing over five years of varied land planning, land development and civil engineering experience to the firm. Colin's professional experience includes design engineering for land development, single-family, multi-family, commercial and industrial sector projects. He is certified in Graphic Information Systems (GIS) and worked as a Campus Planning Assistant for Oregon State University, assisting with asset data management and historic preservation of campus structures and sites.

education

Bachelor of Science, Civil Engineering | Oregon State University
Associate of Science, GIS Systems Certification | Central Oregon CC

licensure + memberships

Professional Civil Engineer in AZ, ID, IN, OR, WA

» National Council of Examiners for Engineering and Surveying (NCEES)

relevant projects

Conner Crossing Subdivision *Caldwell, Idaho*
Caldwell Smoke Shop *Caldwell, Idaho*
Kimberly School District Bond Planning *Kimberly, Idaho*
Vassar Heights Subdivision *Caldwell, Idaho*
Norse Landing Subdivision *Caldwell, Idaho*
City of Boise Spaulding Ranch Pathways *Boise, Idaho*

references

Korey Hall, Ahlquist Development | 208.401.5501
Justin Bollinger, Bully Construction | 208.371.7883
Matt Wood, Wood Family Development | 925.260.1243

Celeste Penny, ASLA | Landscape Architect

Celeste has been with the firm for almost eight years and has worked with private and public agency clients throughout the West. An experienced and versatile designer with a broad skill base, Celeste's projects include multiple state parks, pedestrian plazas for municipal facilities, schools, parks and more. She is experienced with public agency and public works projects and understands how to guide projects through permitting and entitlements to achieve a successful outcome. She has played an integral role in the planning and design of numerous high-profile public projects.

education

Master of Landscape Architecture | University of Idaho
Bachelor of Landscape Architecture | University of Idaho

licensure + memberships

Professional Landscape Architect in Idaho

» Pool and Hot Tub Alliance Certified Advanced Pool Builder Professional
» American Society of Landscape Architects (ASLA)
» Montana Certified SWPPP Preparer

relevant projects

Nampa Parks & Recreation Master Plan *Nampa, Idaho*
Henrys Lake State Park Master Plan & Expansion *Island Park, Idaho*
Challis Hot Springs/Land of the Yankee Fork State Park Planning. *Challis, Idaho*
Idaho State Capitol Entry Drive Design Concepts *Boise, Idaho*
Idaho Central Credit Union, Multiple Locations *Caldwell, Idaho*
Ada County Sheriff's Office Officer Memorial *Boise, Idaho*

references

Alex Murray, Ada County Operations | 208.287.7100
Melanie Schuster, Idaho Department of Parks & Recreation | 208.514.2456
Jason Miller, PLA, Boise Parks Resources Design & Dev. | 208.608.7842

Ryan Murray
Director of Community Research
725 W. Frontier Lane, Olathe, Kansas 66061
Ryan.Murray@etcinstitute.com

About Ryan Murray

Mr. Murray has over 15 years of experience in survey administration, development, supervision, and research analysis. Throughout his tenure at ETC Institute Mr. Murray has had the pleasure of working on survey projects that cover a wide variety of topics, including parks and recreation, community planning, customer satisfaction, transportation, employee, library, comprehensive planning, parks and recreation master plans, water and utility, and business development. His current role as Assistant Director of Community Research includes quantitative and qualitative research, report analysis, benchmarking research, survey development, and the presentation of results. In his previous role he planned, coordinated, and supervised the administration of large-scale origin-destination transportation studies on multiple projects across the country. Over the past two years, Mr. Murray has worked as a Project Manager on projects for over 200 state, county, local, and private sector clients.

EDUCATION
B.S., Public Administration
University of Kansas

EXPERIENCE
15 Years

Below are examples of Mr. Murray's previous clients:

PROFESSIONAL EXPERIENCE

- Aberdeen, SD
- Auburn, AL
- Augusta, GA
- Austin, TX
- Blue Springs, MO
- Cape Coral, FL
- Cary, IL
- Chapel Hill, NC
- Dallas, TX
- Denver Regional Council of Governments, CO
- Des Moines Area Regional Transit Authority, IA
- Des Moines, IA
- Des Plaines, IL
- Doral, FL
- Durham, North Carolina Police Department
- EMBARK, OK
- Fauquier County Parks
- Flower Mound, TX
- Genessee County, IL
- Geneva, IL
- Grand Prairie, TX
- Houston Metro, TX
- Johnson County, KS
- Kansas City, KS
- Kansas City, MO
- Kennesaw, GA
- Kettering, OH
- Las Vegas, NV
- Miami, FL
- Miami Dade County, FL
- Missouri City, TX
- Oklahoma City, OK
- Olathe, KS
- Palm Beach, FL
- Pearland, TX
- Rowan County, NC
- Shoreline, WA
- St. Joseph, MO
- St. Louis, MO
- Tacoma, WA
- Tucson, AZ
- Valparaiso, IN
- Washougal, WA
- Wauwatosa, WI
- Webster Groves Library, MO
- Winnetka, IL
- Wyandotte County, KS
- Seminole County, FL
- Hallandale Beach, FL

APPENDIX **B**

Certificate of Vote

CERTIFICATE OF VOTE/AUTHORITY

I, Sarah L. Belliveau of Berry, Dunn, McNeil & Parker, LLC do hereby certify that:

1. I am the Chief Executive Officer of Berry, Dunn, McNeil & Parker, LLC:

   This Limited Liability Company may enter into any and all contracts, amendments, renewals, revisions, or modifications thereto, with the City of Caldwell, Idaho.

   RESOLVED: That the Principal is hereby authorized on behalf of this company to enter into said contracts with the City of Caldwell, and to execute any and all documents, agreements, and other instruments, and any amendments, revisions, or modifications thereto, as he/she may deem necessary, desirable, or appropriate and Charles Snow is the duly elected Principal of the Limited Liability Company.

2. The foregoing resolutions have not been amended or revoked and remain in full force and effect as of this 12th day of June, 2026.

   IN WITNESS WHEREOF, I have hereunto set my hand as the Chief Executive Officer of the company this 12th day of June, 2026.

Sarah L. Belliveau
Chief Executive Officer
Berry, Dunn, McNeil & Parker, LLC

STATE OF MAINE
COUNTY OF CUMBERLAND

On June 12, 2026, before the undersigned officer, personally appeared the person identified directly above or satisfactorily proven to be the person whose name is signed above and acknowledged that she/he executed this document in the capacity indicated above.

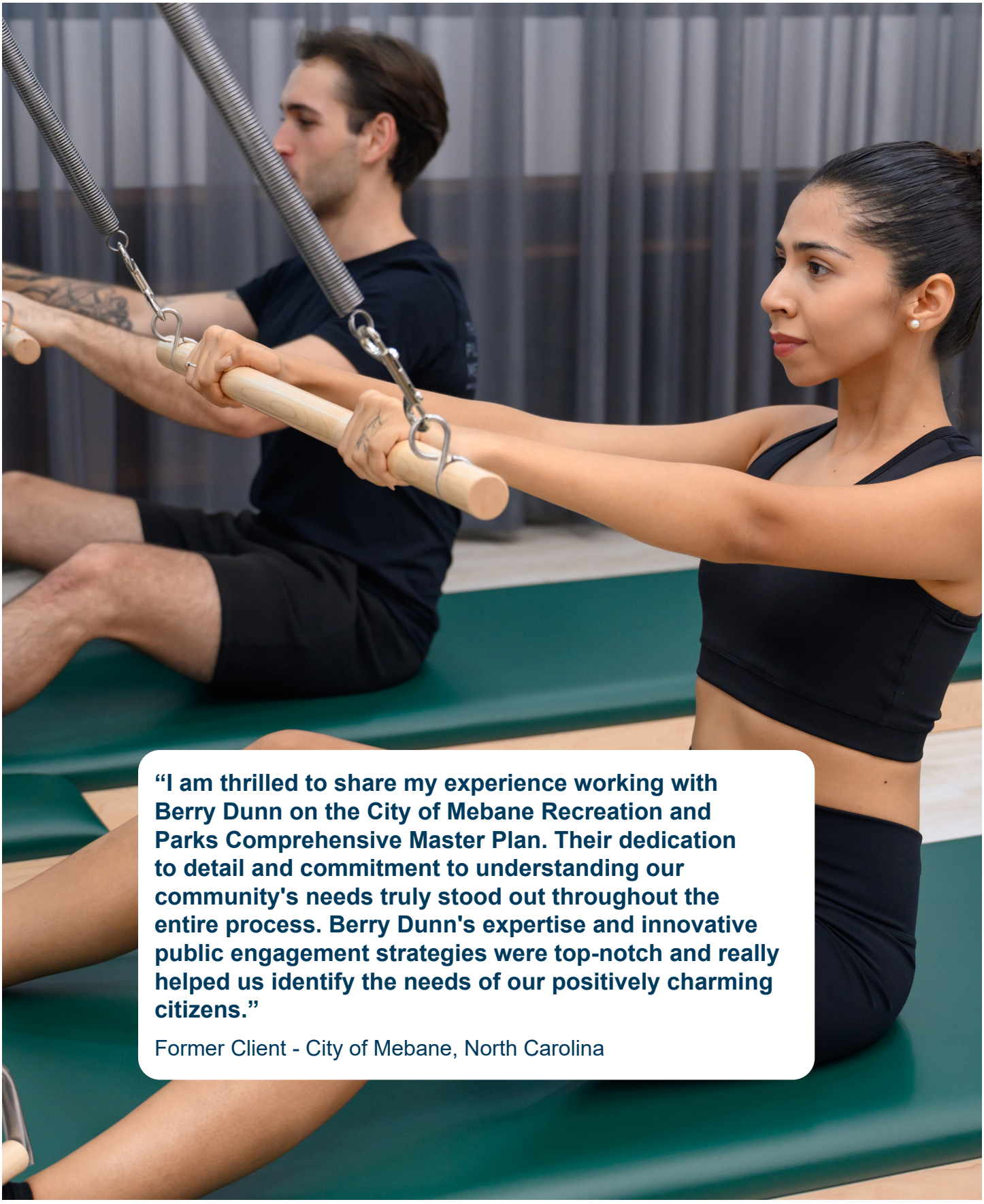
Daphne Edwards
Signature of Notary or Justice of the Peace

Notary Seal

Daphne Edwards, Assistant
Name/Title of Notary or Justice of the Peace

My Commission Expires:

DAPHNE EDWARDS
NOTARY PUBLIC
State of Maine
My Commission Expires
January 5, 2030



“I am thrilled to share my experience working with Berry Dunn on the City of Mebane Recreation and Parks Comprehensive Master Plan. Their dedication to detail and commitment to understanding our community's needs truly stood out throughout the entire process. Berry Dunn's expertise and innovative public engagement strategies were top-notch and really helped us identify the needs of our positively charming citizens.”

Former Client - City of Mebane, North Carolina

“BerryDunn” is the brand name under which Berry, Dunn, McNeil & Parker, LLC and BDMP Assurance, LLP, independently owned entities, provide professional services in an alternative practice structure in accordance with the AICPA Code of Professional Conduct. BDMP Assurance, LLP is a licensed CPA firm that provides attest services, and Berry, Dunn, McNeil & Parker, LLC, and its subsidiary entities provide tax, advisory, and consulting services.

The entities falling under the BerryDunn brand are independently owned and neither entity is liable for the services provided by the other entity. Our use of the terms “our firm” and “we” and “us” and terms of similar import denote the alternative practice structure of Berry, Dunn, McNeil & Parker, LLC and BDMP Assurance, LLP.

We will be utilizing generative AI programs where appropriate and permissible under client contracts and relevant laws. These AI tools are designed to support our team in various aspects of our work, including data analysis and project management. The integration of AI enables us to provide more accurate insights and streamline our processes, ultimately benefiting our clients through enhanced service delivery.

This proposal is the work of Berry, Dunn, McNeil & Parker, LLC and is in all respects subject to negotiation, agreement, and signing of specific contracts.

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berrydunn.com

RESOLUTION NO. 237-26

RESOLUTION AUTHORIZING THE APPROVAL OF THE CONTRACT FOR BERRY, DUNN, MCNEIL & PARKER, LLC FOR $124,997 USING IMPACT FEE FUNDS FOR THE CALDWELL PARKS, RECREATION, PATHWAYS AND OPEN SPACE MASTER PLAN.

BE IT **HEREBY RESOLVED** by the Mayor and Council of the City of Caldwell, Idaho, that the Caldwell City Council approves the contract with Berry, Dunn, McNeil & Parker, LLC and the use of Impact Fees in the amount of $124,997, and

PASSED BY THE COUNCIL of the City of Caldwell Idaho this 8th day September 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho this 8th day of September 2026.

Approved,

By _____
Eric Phillips
Mayor

ATTEST:
By_____
City Clerk

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Consider approval of the Resolution authorizing the use of available contingency funds for qualifying, unplanned emergency-related wages incurred during FY2026.

Summary Statement:

During Fiscal Year 2026 employees from the Caldwell Police Department were called to assist with protests that were unplanned and not part of the normal schedule. The employee's time and related wages were processed through the normal payroll process and were initially charged to police payroll.

An example of the events covered were protests at the court house, and protests on the city plaza.

Because the work was required for emergency purposes, it is recommended that the expenditure should be funded from the contingency fund.

Recommended Action:

Recommend approval of the Resolution authorizing the use of available contingency funds for qualifying, unplanned emergency related wages incurred during FY2026.

Budget: Finance Review
Not Budgeted

Cost:	28,871.70
GL Account:	01-1-02-600-99900
Timeline:	FY2026
Department:	
Project Manager:	

Attachments:

1. Memorandum Reimbursed Wages 09.08.2026
2. Resolution Reimbursed Wages 09.08.2026

MEMORANDUM

TO: Caldwell City Council

Meeting Date September 8, 20 26

AGENDA ITEM INFORMATION

SUBJECT:

To document and ratify the circumstances surrounding the wage expenditures incurred in connection to unplanned events requiring security service from the Caldwell Police Department.

Department Submittals	***X to mark***	***Initials***
Building Department		
CDBG		
Clerk		
City Attorney		
Finance Department	x	KD, RC
Human Resources		
Planning & Zoning		
Fire Department		
Police Department	x	KD
Public Works		
Street Department		
Water Department		
WWTP		
Engineering		
Mapping		
Parks and Recreation		
Airport		
Information Systems		
Golf Course		
OTHER:		

COST IMPACT: $28,871.70

FUNDING SOURCE: 01-1-02-600-99900

TIMELINE: FY2026

FINANCE REVIEW: ☑ ***BUDGETED:*** ☑ ***NOT BUDGETED:*** ☐

SUMMARY STATEMENT:

During Fiscal Year 2026 employees from the Caldwell Police Department were called to assist with protests that were unplanned and not part of the normal schedule. The employee's time and related wages were processed through the normal payroll process and were initially charged to police payroll.

An example of the events covered were protests at the court house, and protests on the city plaza.

Because the work was required for emergency purposes, it is recommended that the expenditure should be funded from the contingency fund.

RECOMMENDED ACTION:

Recommend approval of the Resolution authorizing the use of available contingency funds for qualifying, unplanned emergency related wages incurred during FY2026.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE USE OF AVAILABLE CONTINGENCY FUNDS FOR QUALIFYING, UNPLANNED EMERGENCY RELATED WAGES INCURRED DURING FY2026.

NOW, THEREFORE BE IT HEREBY RESOLVED by the Mayor and Council of the City of Caldwell, Idaho, approve the use of contingency funds for emergency related protests provided by the Caldwell Police Department.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho this 8th Day of September 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho this 8th Day of September 2026.

By _____
Eric Phillips, Mayor

ATTEST:

By ___
City Clerk

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Ratification and Approval of the Installation of a Security Fence at the Caldwell Police Department Range by Meridian Fence in the amount of $44,478.00

Summary Statement:

The Caldwell Police Department is taking advantage of an opportunity to coordinate with the Caldwell Fire Department fence installation at their training facility. The Caldwell Fire Department has funding available in its FY2026 budget for its fence project. By Coordinating the two projects and having the installations completed at the same time, the City can take advantage of the combined installation efficiencies and pricing.

Although the Caldwell Police Department Range security fence installation was not included in the current FY2026 funding, the favorable pricing opportunity makes it beneficial to move forward with the project in conjunction with the Caldwell Fire Department installation. Accordingly, the Caldwell Police Department proposes to utilize the reduced pricing available through the coordinated installation and reduce the Caldwell Police Department's FY2027 budget accordingly to account for the project expenditure.

Recommended Action:

Move to approve the resolution ratifying the purchase of the fencing and its installation by Meridian Fence for the Caldwell Police Department Range.

Budget: Finance Review
Budgeted

Cost:	44,478.00
GL Account:	53-1-02-100-87300 Police Impact Fee
Timeline:	4-6 Weeks
Department:	
Project Manager:	

Attachments:

1. Estimate-2866-2358734
2. Memorandum_CPD Fence Installation_$44,478.00
3. Resolution CPD Fence Installation_8.8.2026

MERIDIAN FENCE 208.888.6131

702 W Franklin Rd
Meridian, ID 83642
ID Lic #-RCE 40928
OR Lic#-218732

Estimate

Date	Estimate #
8/20/2026	63958

Name / Address
City of Caldwell Caldwell Police Jesse Cooper 21235 W Chicago St Caldwell, ID 83607

Subdivision: Lot/Block	Terms	PO #	Rep
	Due on receipt		KSW

Description	Qty	Rate	Total
QUOTE IS FOR 8' TALL CHAIN LINK FENCE WITH NO BARBED WIRE *ALL HEAVY WALL LG 40 FOR THE POSTS AND TOP RAIL* *4" GATE POSTS, 3" TERMINAL POSTS, 2 1/2" LINE POSTS* *2 8' WIDE SWING GATES FOR A 16' OPENING* *7 GAUGE BOTTOM TENSION WIRE*			
PROFESSIONAL INSTALLATION OF COMMERCIAL GRADE CHAIN LINK FENCING *HEAVY WALLED POSTS/PIPE *9GA MESH *BARBED WIRE *BOTTOM TENSION WIRE	927	10.00	9,270.00
REMOVAL AND DISPOSAL OF EXISTING FENCE	336	5.00	1,680.00
MATERIALS:			
96" 9GA KT MESH	7	627.30	4,391.10
72" 9GA KT MESH	12	531.00	6,372.00
4 X 11 LG40 TUBING	2	212.04	424.08
4 X 24 LG40 TUBING	1	365.51	365.51
3 X 10'6" LG40 TUBING	6	176.94	1,061.64
2-1/2 X 10'6" LG40 TUBING	27	60.91815	1,644.79
2-1/2 X 8 LG40 POST	57	58.45105	3,331.71
80# CEMENT READY MIX	149	7.5443	1,124.10

*****ESTIMATES ARE VALID 7 DAYS*** Deposits must be received within one week of your install date. Changes to project after it has begun may result in a change order fee. Final payment for project is due according to agreed upon terms and any unpaid balance over 30 days from the due date will be subject to a 1.5% finance charge per month. A $20 fee is also assessed on all returned checks. Please reference all applicable Estimate #'s on check to ensure proper application of deposit. Credit card payments are subject to a 3% processing fee. Refunds on cancelled orders may take up to 10 business days to process.**

****Meridian Fence offers sprinkler insurance. If not purchased, Meridian Fence**

MERIDIAN FENCE 208.888.6131

702 W Franklin Rd
Meridian, ID 83642
ID Lic #-RCE 40928
OR Lic#-218732

Estimate

Date	Estimate #
8/20/2026	63958

Name / Address
City of Caldwell Caldwell Police Jesse Cooper 21235 W Chicago St Caldwell, ID 83607

Subdivision: Lot/Block	Terms	PO #	Rep
	Due on receipt		KSW

Description	Qty	Rate	Total
4" DOME CAP	5	3.12	15.60
3" DOME CAP	6	3.74	22.44
2-1/2 X 1-5/8 PS LOOP CAP	84	3.98	334.32
1-5/8 X 21 LG40 SWEDGE END TUBING	43	77.91	3,350.13
3/4 X 96 PS TENSION BAR	9	12.26	110.34
4" PS PLAIN TENSION BAND	14	4.07	56.98
3" PS PLAIN TENSION BAND	49	2.38	116.62
4" PS PLAIN BRACE BAND	4	3.51	14.04
3" PS PLAIN BRACE BAND	14	2.55	35.70
1-5/8 PS OFFSET RAIL END	9	2.09	18.81
5/16 X 1-1/4 BOLT W/ NUT (100)	81	0.46	37.26
8-1/4 9GA ALUM CUT/HOOK TIE WIRE (100/BAG)	10	28.98	289.80
6-1/2 9GA ALUMINUM CUT/HOOK TIE WIRE (100/BG)	10	20.30	203.00
3/8 X 12 THREADED TRUSS ROD	4	17.84	71.36
PS TRUSS ROD TIGHTENER	4	6.16	24.64
7GA TENSION WIRE	1.5	535.50	803.25
1-9/16" 9GA PS HOG RING (PRICE BASED OFF 1 LB/ 83 PER LB)	10	15.12	151.20
INSTALLATION OF GATE (QUOTE PER STYLE OF GATE)	2	300.00	600.00
INSTALLATION OF GATE (QUOTE PER STYLE OF GATE)	1	600.00	600.00
COMMERCIAL GRADE CHAIN LINK SWING GATE *2 @ 8' WIDE	16	100.00	1,600.00
COMMERCIAL GRADE CANTILEVER SLIDE GATE *1 @ 20' OPENING (30' TOTAL LENGTH)	30	175.00	5,250.00

*****ESTIMATES ARE VALID 7 DAYS*** Deposits must be received within one week of your install date. Changes to project after it has begun may result in a change order fee. Final payment for project is due according to agreed upon terms and any unpaid balance over 30 days from the due date will be subject to a 1.5% finance charge per month. A $20 fee is also assessed on all returned checks. Please reference all applicable Estimate #'s on check to ensure proper application of deposit. Credit card payments are subject to a 3% processing fee. Refunds on cancelled orders may take up to 10 business days to process.**

****Meridian Fence offers sprinkler insurance. If not purchased, Meridian Fence**

MERIDIAN FENCE 208.888.6131

702 W Franklin Rd
Meridian, ID 83642
ID Lic #-RCE 40928
OR Lic#-218732

Estimate

Date	Estimate #
8/20/2026	63958

Name / Address
City of Caldwell Caldwell Police Jesse Cooper 21235 W Chicago St Caldwell, ID 83607

Subdivision: Lot/Block	Terms	PO #	Rep
	Due on receipt		KSW

Description	Qty	Rate	Total
HEAVY DUTY CANTILEVER WHEEL WITH COVER	4	226.84	907.36
1-5/8 - 2 STRONG ARM LATCH	1	73.30	73.30
2 X 5/8 PS FEMALE HINGE	4	3.76	15.04
4 X 2 PS IND BULLDOG HINGE	4	27.99	111.96

*****ESTIMATES ARE VALID 7 DAYS*** Deposits must be received within one week of your install date. Changes to project after it has begun may result in a change order fee. Final payment for project is due according to agreed upon terms and any unpaid balance over 30 days from the due date will be subject to a 1.5% finance charge per month. A $20 fee is also assessed on all returned checks. Please reference all applicable Estimate #'s on check to ensure proper application of deposit. Credit card payments are subject to a 3% processing fee. Refunds on cancelled orders may take up to 10 business days to process.**

****Meridian Fence offers sprinkler insurance. If not purchased, Meridian Fence**

Total $44,478.08

Signature _____

599.72 ft
400.00 ft
200.00 ft
600' of 6' tall chain link with a 16' double swing gate opening
**THIS IS A ROUGH LAYOUT SOME OF THIS FENCE IS TO BE 8' TALL AND SOME WILL BE 6' TALL.
*HEAVY WALL POSTS AND TOP RAIL WITH 7 GAUGE TENSION WIRE
*3 GATES TOTAL 2 SWING AND 1 CANTILEVER
Caldwell Police Range
20' cantilever gate opening
gate to be 30' total length
21'
160'
116' 8' tall
Layers
Measure distance
Click on the map to add to your path
Total distance: 599.72 ft (182.79 m)

MERIDIAN FENCE 208.888.6131

Idaho Contractors License: RCE-40928
Oregon Contractors License: 218732

ESTIMATE

Prepared for:
City Of Caldwell
Attn: Jesse Cooper
21235 W Chicago St
Caldwell, ID 83607
jcooper@cityofcaldwell.org
(208) 455-4564

August 25, 2026 **No. 2866**

Meridian Fence LLC | Ken Walters
702 W Franklin Rd, Meridian, ID 83642
P: (208) 888-6131 | ken@meridianfence.net
www.meridianfence.net

Commercial Grade Galvanized

Commercial Grade Galvanized

Notes
Professional installation and material for commercial grade chain link fencing
*See attachment for detailed estimate breakdown

Height of Fence
8' Tall

Tension Wire
true

Gates

Gates

Type of gate
Cantilever Gate

Frame Type
Round galvanized tube

Gates

Type of gate
Double Swing Gate

Frame Type
Round galvanized tube

Removal & Disposal

Removal & disposal of existing fence

Commercial Grade Galvanized

Notes

Professional installation and material for commercial grade chain link fencing
*See attachment for detailed estimate breakdown

Height of Fence
6' Tall

Tension Wire
true

Gates

Gates

Type of gate
Double Swing Gate

Frame Type
Round galvanized tube

Removal & Disposal

Removal & disposal of existing fence

Split the cost into easy monthly payments.

wisetack

As low as **$328.99/mo*** on $25,000 financed LEARN MORE

Pay over time with Wisetack **See Financing Options**

*All financing is subject to credit approval. Your terms may vary. Payment options through Wisetack are provided by our lending partners. See www.wisetack.com/lenders. For example, a $5,500 purchase could cost $253.54 per month for 24 months, based on a 9.9% APR, or $1,833.33 per month for 3 months, based on a 0% APR. Offers range from 0 to 35.9% APR based on amount requested and creditworthiness. Not all merchants and lending partners participate in 0% interest programs. State interest rate caps may apply. No prepaid finance charges or participation fees. See additional terms at wisetack.com/faqs. Terms range from 3 - 120 months and may vary based on merchant, lending partner, or transaction size.

Pricing

Grand Total:	**$44,478.00**
Deposit Amount:	$22,239.00
Balance Due:	$22,239.00

Payment Terms
A deposit equal to fifty percent (50%) of the total contract price is required prior to scheduling the project. Final payment is due upon completion of work. Payments may be made by check, cash, or other agreed-upon methods. Failure to pay the balance upon completion may result in collection actions, interest, and/or applicable fees.

1. **Scope of Work**
Contractor agrees to furnish all labor, equipment, and materials necessary to install a fence in accordance with the agreed-upon estimate or proposal. Any deviation or change from the original scope must be approved in writing and may result in additional costs. During installation, Contractor may encounter hard digging conditions such as rock, concrete, or compacted soil. Additional labor charges may apply in such cases. Contractor will notify Customer and discuss any extra costs before proceeding. Also, please be aware if your ground is not flat, the fence will be installed straight using the highest point of the ground, possibly leaving a 2" plus gap in spots. If your property has a steep slope, the fence will follow the contour of the ground and will not be flat on top possibly leaving a 2" plus gap in spots.

2. **Materials and Warranty**
Contractor warrants the workmanship of the installation for one (1) year from the completion date. Material warranties are provided by the manufacturer and vary by product type. Contractor will assist Customer with warranty claims where possible but. Contractor is not responsible for manufacturer defects. This warranty does not cover
damage resulting from Acts of God, including but not limited to storms, floods, earthquakes, fire, or other natural disasters.

3. **Payment Terms**
A deposit equal to fifty percent (50%) of the total contract price is required prior to scheduling the project. Final payment is due upon completion of work. Payments may be made by check, cash, or other agreed-upon methods. Failure to pay the balance upon completion may result in collection actions, interest, and/or applicable fees.

4. **Permits, Utilities, and Property Lines**
Customer is responsible for obtaining all required city permits and/or HOA approvals prior to installation. If Contractor is asked to deviate from City or HOA requirements, Contractor is not responsible for corrective actions. Contractor will contact the utility locating service ("811") to identify underground utilities. Customer understands that 811 and similar locating services only mark primary utility lines and do not locate or mark any privately installed or secondary lines, including but not limited to irrigation, power to outbuildings, gas lines to grills, or landscape lighting. Contractor is not responsible for unmarked or incorrectly marked utilities. Customer must ensure that all property pins are visible and accurate before work begins. Contractor is not responsible for placement errors or damage
resulting from missing, unmarked, or inaccurately placed property pins.

5. **Scheduling and Delays**
Project scheduling will occur after receipt of the required deposit. Contractor is not responsible for delays caused by weather, material shortages, acts of nature, or other circumstances beyond its control. Contractor will communicate any scheduling adjustments promptly.

6. **Damage and Liability**
Contractor will exercise reasonable care to avoid damage to Customer's property during fence installation. However, Contractor is not responsible for damage to irrigation lines/wires, landscaping, or sprinkler systems that are not properly marked or disclosed by the Customer. Damage to sprinkler systems is only covered if the Customer has purchased sprinkler insurance. Customers should refer to the Sprinkler System Insurance Detail Sheet for additional information regarding coverage and limitations.

7. **Dispute Resolution and Arbitration**
Any dispute arising out of or relating to this Agreement shall first be attempted to be resolved through good-faith negotiation between the parties. If unresolved, the dispute shall be submitted to binding arbitration in Ada County, Idaho, in accordance with the rules of the American Arbitration Association. The arbitrator's decision shall be final and binding on both parties.

8. **Sprinklers and Landscaping**
Contractor will take reasonable care during installation to minimize disturbance to existing landscaping. However, due to the nature of excavation and fence construction, some damage to grass, plants, or sprinkler systems near the work area may occur. Customer acknowledges that it is their responsibility to clearly mark and identify all sprinkler lines, irrigation heads, and other underground landscaping features prior to installation. Contractor is not responsible for damage to any unmarked or inaccurately marked irrigation or landscaping components. Repairs to such items are the sole responsibility of the Customer.

9. **Landscaping Clearance and Obstructions**
Customer is responsible for ensuring that all trees, bushes, shrubs, and other landscaping are trimmed back at least two (2) feet from the proposed fence line. Roots or overgrown vegetation may interfere with post placement or fence elevation and may impact the quality of installation. Additionally, all personal items, decorations, or fixed components (including structures, furniture, or garden features) must be removed from the fence area prior to installation. Contractor is not responsible for delays, additional costs, or damage caused by untrimmed vegetation or remaining obstructions.

10. **Natural Wood Characteristics and Limitations of Warranty**
Customer acknowledges that wood is a natural material that inherently contains variations such as knots, grain differences, color changes, cracking, or warping due to weather exposure and moisture content. These natural characteristics are not considered defects and are not covered under any warranty, whether expressed or implied. Contractor will make reasonable efforts to select quality materials, but cannot guarantee uniform
appearance or prevent normal weathering, fading, or movement of wood over time.

11. **Subcontractors**
Contractor may engage licensed and insured subcontractors to perform portions or all of the work described in this Agreement. All

subcontractors are held to the same standards of workmanship and quality as Contractor. Customer acknowledges that subcontractors performing work under this Agreement are authorized to perform the work.

12. **Shared Fence Lines**
If a fence is shared with a neighboring property owner and you, as the Customer, expect the neighbor to pay a portion of the cost, Meridian Fence may, upon prior agreement, bill the neighbor directly for the agreed-upon shared portion. If the neighbor fails to pay their portion for any reason, you, as the Customer, agree to remain fully responsible for payment of the remaining balance of the total project amount.

13. **Entire Agreement**
This Agreement represents the entire understanding between Contractor and Customer and supersedes any prior verbal or written agreements. Any modification must be in writing and signed by both parties.

ACCEPTANCE OF AGREEMENT
By signing, Customer acknowledges that they have read, understand, and agree to the terms of this Agreement.

X
City Of Caldwell (Jesse Cooper)

X
Company Authorized Signature

Meridian Fence LLC
702 W Franklin Rd.
Meridian, ID 83646
Phone: 208-888-6131
Contractor License No.: RCE-40928

IDAHO STATUTORY CONSTRUCTION LIEN DISCLOSURE

Pursuant to Idaho Code § 45-525, the homeowner or residential real property purchaser is hereby advised of the following rights:

(a) The homeowner or residential real property purchaser shall have the right, at the reasonable expense of the homeowner or residential real property purchaser, to require that the general contractor obtain lien waivers from any subcontractors providing services or materials to the general contractor.

(b) The homeowner or residential real property purchaser shall have the right to receive from the general contractor proof that the general contractor has a general liability insurance policy, including completed operations coverage, in effect, and proof that the general contractor has worker's compensation insurance for its employees as required by Idaho law.

(c) The homeowner or residential real property purchaser shall be informed of the opportunity to purchase an extended policy of title insurance covering certain unfiled or unrecorded mechanic's or materialman's liens.

(d) The homeowner or residential real property purchaser shall have the right to require, at the homeowner's or residential real property purchaser's expense, a surety bond in an amount up to the value of the construction project.

(e) Further, the general contractor shall provide a written disclosure statement, which shall be signed by the general contractor listing the business names, addresses and telephone numbers of all subcontractors, materialmen and rental equipment providers having a direct contractual relationship with the general contractor and who have supplied materials or performed work on the residential property of a value in excess of five hundred dollars ($500). A general contractor is not required under this subsection to disclose subcontractors, materialmen or rental equipment providers not directly hired by or directly working for the general contractor. Such information shall be provided within a reasonable time prior to: (i) The closing on any purchase and sales agreement with a prospective residential real property purchaser; or (ii) The final payment to the general contractor by a homeowner or residential real property purchaser for construction, alteration, or repair of any improvement of residential real property.

(f) All subcontractors, materialmen and rental equipment providers listed in the disclosure statement are authorized to disclose balances owed to the prospective real property purchasers or homeowners and to the agents of such purchasers or homeowners. However, the general contractor shall not be liable for any error, inaccuracy or omission of any information delivered pursuant to Idaho Code § 45-525 if the error, inaccuracy or omission was not within the personal knowledge of the general contractor.

ACKNOWLEDGMENT OF RECEIPT

Property Address: _____

Homeowner Name: _____

Signature: _____ Date: _____

MEMORANDUM

TO: Caldwell City Council

Meeting Date September 8, 20 26

AGENDA ITEM INFORMATION

SUBJECT:

Ratification and Approval of the installation of a Security Fence at the Caldwell Police Department Range by Meridian Fence in the amount of

Department Submittals	*X to mark*	*Initials*
Building Department		
CDBG		
Clerk		
City Attorney		
Finance Department	X	RC
Human Resources		
Planning & Zoning		
Fire Department		
Police Department	X	KD, JC
Public Works		
Street Department		
Water Department		
WWTP		
Engineering		
Mapping		
Parks and Recreation		
Airport		
Information Systems		
Golf Course		
OTHER:		

COST IMPACT: $44,478.00

FUNDING SOURCE: 53-1-02-100-87300 Police Impact Fee

TIMELINE: To be paid upon receipt of invoice FY2026

FINANCE REVIEW: ☐ ***BUDGETED:*** ☐ ***NOT BUDGETED:*** ☐

SUMMARY STATEMENT:

The Caldwell Police Department is taking advantage of an opportunity to coordinate with the Caldwell Fire Department fence installation at their training facility. The Caldwell Fire Department has funding available in its FY2026 budget for its fence project. By Coordinating the two projects and having the installations completed at the same time, the City can take advantage of the combined installation efficiencies and pricing.

Although the Caldwell Police Department Range security fence installation was not included in the current FY2026 funding, the favorable pricing opportunity makes it beneficial to move forward with the project in conjunction with the Caldwell Fire Department installation. Accordingly, the Caldwell Police Department proposes to utilize the reduced pricing available through the coordinated installation and reduce the Caldwell Police Department's FY2027 budget accordingly to account for the project expenditure.

RECOMMENDED ACTION:

Move to approve the resolution ratifying the purchase of the fencing and installation by Meridian Fence for the Caldwell Police Department Range.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALDWELL, IDAHO, RATIFYING AND APPROVING THE INSTALLATION OF A SECURITY FENCE AT THE CALDWELL POLICE DEPARTMENT RANGE BY MERIDIAN FENCE.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Caldwell, Idaho, hereby ratifies and approves the installation of the security fence at the Caldwell Police Department Range by Meridian Fence.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho this _____ Day of _____ 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho this _____ Day of _____ 2026.

By _____
Eric Phillips, Mayor

ATTEST:

By ___
City Clerk

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Annexation of Huntington Ridge East Subdivision, Phase 2 into the Caldwell Municipal Irrigation District

Summary Statement:

Requested Action: Waive Three Reading Rule.

Approve irrigation annexation ordinance.

Approve Summary for publication

Attached are requests by the owners of the above mentioned development to annex into the Caldwell Municipal Irrigation District. Also attached is a proposed ordinance to accomplish the same. This annexation comprises 44 buildable lots and 8 common lots. Total acreage 10.16, irrigable acreage 2.3.

Recommended Action:

It is the recommendation of the Engineering Department that Council approves the annexation as submitted.

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. 2. Huntington Ridge E 2 annexation request
2. Annexation M&R 2025 Huntington Ridge E 2

ANNEXATION REQUEST INTO CALDWELL MUNICIPAL IRRIGATION DISTRICT

August 14, 2026

I, Jason Horne, as the Regional Land Development Manager of Hayden Homes Idaho,

Herby request said development Huntington Ridge be annexed into the Caldwell Municipal Irrigation District.

Jason Horne| Regional Land Development Manager

HAYDEN HOMES

P: *208-718-8861*

E: jhorne@hayden-homes.com

MEMORANDUM

TO: Caldwell City Council
Meeting Date ___September 8_____, 2026

AGENDA ITEM INFORMATION				
SUBJECT: Annexation of Huntington Ridge East Subdivision, Phase 2 into the Caldwell Municipal Irrigation District		***Department Submittals***	***X to mark***	***Initials***
		Building Department		
		CDBG		
		Clerk		
		City Attorney		
		Finance Department		
		Human Resources		
		Planning & Zoning		
		Fire Department		
		Police Department		
		Public Works		
		Street Department		
		Water Department		
		WWTP		
		Engineering	X	JL
		Mapping		
COST IMPACT:	$0.00	Parks and Recreation		
FUNDING SOURCE:		Airport		
		Information Systems		
TIMELINE:		Golf Course		
		OTHER:		

Finance Review ☐ ***Budgeted*** ☐ ***Not Budgeted*** ☐

SUMMARY STATEMENT:

Requested Action: Waive Three Reading Rule.
Approve irrigation annexation ordinance.
Approve Summary for publication

Attached are requests by the owners of the above mentioned development to annex into the Caldwell Municipal Irrigation District. Also attached is a proposed ordinance to accomplish the same. This annexation comprises 44 buildable lots and 8 common lots. Total acreage 10.16, irrigable acreage 2.3.

RECOMMENDED ACTION:

It is the recommendation of the Engineering Department that Council approves the annexation as submitted.

BILL NO. _____
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF CALDWELL, IDAHO, ANNEXING A PORTION OF PROPERTY WITHIN THE CORPORATE CITY LIMITS INTO THE CALDWELL MUNICIPAL IRRIGATION DISTRICT OF THE CITY OF CALDWELL, CANYON COUNTY, IDAHO, AND CHANGING THE BOUNDARIES THEREOF; DIRECTING THE CITY ENGINEER TO ALTER THE BOUNDARY MAP ACCORDINGLY; DECLARING THE INTENT OF THE CITY TO POOL WATER RIGHTS AND APPLY A UNIFORM METHOD OF ALLOCATING ASSESSMENTS AND CHARGES; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF CALDWELL, IDAHO:

Section 1: That the City of Caldwell, an Idaho municipal corporation is authorized by Idaho Code Chapter 18, Title 50 to establish a city irrigation district in the whole or any part of the City and by ordinance establish the exterior boundaries of said district which boundaries may, from time to time, be contracted, extended or enlarged by ordinance.

Section 2: That the following described real property, and all thereof, be, and the same is, hereby annexed and made a part of the Caldwell Municipal Irrigation District of the City of Caldwell, Idaho. That the following real properties are hereby annexed as legally described on the final plat listed below, along with their respective instrument numbers, all recorded in Canyon County, Idaho.

Huntington Ridge East Subdivision Phase 2 (Inst. Nos. 2026024686, 2026011007, 2026019682, 2026015172)

Section 3: That the City Engineer of said city is hereby directed to record this Ordinance, to forward a copy of said Ordinance to Pioneer Irrigation District, and to adjust the boundaries and map of the Caldwell Municipal Irrigation District in accordance with this Ordinance.

Section 4: That said City declares its intent to pool water rights incident to the above described property for delivery purposes, that said City has adopted a uniform method of allocating assessments and charges against all lands for which water rights are thus pooled, and that said City directs the City Engineer to furnish Pioneer Irrigation District with a certified list or map showing all lands for which water rights have been pooled, all in accordance with Idaho Code 50-1805A.

Section 5: That the owners of record of parcels within the aforementioned subdivisions remain responsible for fees and assessments owing Franklin Ditch Company for the 2026 irrigation season, including prior years.

Section 6: That this Ordinance shall be effective upon its passage, approval and publication according to law, or April 18, 2026, whichever is later.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho, this 8th day of September, 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho, this 8th day of September, 2026.

Approved By:	**Attest:**
Eric Phillips, Mayor	Kristina Buchan, City Clerk

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Annexation of Maverick Fuel Station at 808 Smeed Parkway, into the Caldwell Municipal Irrigation District

Summary Statement:

Requested Action: Waive Three Reading Rule.

Approve irrigation annexation ordinance.

Approve Summary for publication

Attached are requests by the owners of the above mentioned development to annex into the Caldwell Municipal Irrigation District. Also attached is a proposed ordinance to accomplish the same.

Recommended Action:

It is the recommendation of the Engineering Department that Council approves the annexation as submitted.

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. Annexation M&R 2025
2. Annexation Request Template - Maverik_8.26.2026
3. Account #141610 Zero Balance

MEMORANDUM

TO: Caldwell City Council
Meeting Date ___September 8, 2026

AGENDA ITEM INFORMATION				
SUBJECT: Annexation of Maverick Fuel Station at 808 Smeed Parkway, into the Caldwell Municipal Irrigation District		***Department Submittals***	***X to mark***	***Initials***
		Building Department		
		CDBG		
		Clerk		
		City Attorney		
		Finance Department		
		Human Resources		
		Planning & Zoning		
		Fire Department		
		Police Department		
		Public Works		
		Street Department		
		Water Department		
		WWTP		
		Engineering	X	NMPB
		Mapping		
COST IMPACT:	$0.00	Parks and Recreation		
FUNDING SOURCE:		Airport		
		Information Systems		
TIMELINE:		Golf Course		
		OTHER:		

Finance Review ☐ ***Budgeted*** ☐ ***Not Budgeted*** ☐

SUMMARY STATEMENT:

Requested Action: Waive Three Reading Rule.
Approve irrigation annexation ordinance.
Approve Summary for publication

Attached are requests by the owners of the above mentioned development to annex into the Caldwell Municipal Irrigation District. Also attached is a proposed ordinance to accomplish the same.

RECOMMENDED ACTION:

It is the recommendation of the Engineering Department that Council approves the annexation as submitted.

BILL NO. _____
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF CALDWELL, IDAHO, ANNEXING A PORTION OF PROPERTY WITHIN THE CORPORATE CITY LIMITS INTO THE CALDWELL MUNICIPAL IRRIGATION DISTRICT OF THE CITY OF CALDWELL, CANYON COUNTY, IDAHO, AND CHANGING THE BOUNDARIES THEREOF; DIRECTING THE CITY ENGINEER TO ALTER THE BOUNDARY MAP ACCORDINGLY; DECLARING THE INTENT OF THE CITY TO POOL WATER RIGHTS AND APPLY A UNIFORM METHOD OF ALLOCATING ASSESSMENTS AND CHARGES; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF CALDWELL, IDAHO:

Section 1: That the City of Caldwell, an Idaho municipal corporation is authorized by Idaho Code Chapter 18, Title 50 to establish a city irrigation district in the whole or any part of the City and by ordinance establish the exterior boundaries of said district which boundaries may, from time to time, be contracted, extended or enlarged by ordinance.

Section 2: That the following described real property, and all thereof, be, and the same is, hereby annexed and made a part of the Caldwell Municipal Irrigation District of the City of Caldwell, Idaho. That the following real properties are hereby annexed as legally described on the final plats listed below, along with their respective instrument numbers, all recorded in Canyon County, Idaho.

Maverick Fuel Station at 808 Smeed Parkway (Inst. No. 2023029951)

Section 3: That the City Engineer of said city is hereby directed to record this Ordinance, to forward a copy of said Ordinance to Pioneer Irrigation District, and to adjust the boundaries and map of the Caldwell Municipal Irrigation District in accordance with this Ordinance.

Section 4: That said City declares its intent to pool water rights incident to the above described property for delivery purposes, that said City has adopted a uniform method of allocating assessments and charges against all lands for which water rights are thus pooled, and that said City directs the City Engineer to furnish Pioneer Irrigation District with a certified list or map showing all lands for which water rights have been pooled, all in accordance with Idaho Code 50-1805A.

Section 5: That the owners of record of parcels within the aforementioned subdivisions remain responsible for fees and assessments owing Pioneer Irrigation District for the 2026 irrigation season, including prior years.

Section 6: That this Ordinance shall be effective upon its passage, approval and publication according to law, or April 18, 2026, whichever is later.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho, this 18th day of April, 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho, this 18th day of April, 2026.

Approved By:	**Attest:**
Eric Phillips, Mayor	Kristina Buchan, City Clerk

Maverik Group, LLC fka Kum & Go, L.C.

North Ranch Business Park

1150 Locust St, Suite 103
Des Moines, IA 50309

August 26th, 2026

I, BRAD GILES, as owner and/or developer of 808 Smeed Parkway, hereby request that the City of Caldwell annex this development into the Caldwell Municipal Irrigation District.

Signature

Pioneer Irrigation District

P.O. Box 426 Caldwell, Idaho 83605
(208) 459-3617
www.pioneerirrigation.com

August 10, 2026

Kum And Go, LLC
Maverick- Attn: Accounts Payable
185 S. State St., STE 800
Salt Lake City, UT 84111

RE : Zero Balance Request, Parcel # 35276113

To Whom It May Concern,

Our records indicate that the property identified as 808 Smeed Parkway, Caldwell ID-under Pioneer's account **#141610**, has a zero balance. This zero balance is good through August 31, 2026.

If you have any further questions or concerns, please do not hesitate to contact me.

Sincerely,

Megan McGuire
Secretary/Treasurer
Pioneer Irrigation District
208-459-3617, EXT 3

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Consider Resolution Declaring Certain City-Owned Real Property To Be No Longer Needed; Declaring Value of the Property; Approving Sale of the Property to the Canyon County Ambulance District; Authorizing Execution of a Purchase and Sale Agreement and Related Conveyance Documents; and Providing and Effective Date

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. Ustick Land Declaration and Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALDWELL, IDAHO, DECLARING CERTAIN CITY-OWNED REAL PROPERTY TO BE NO LONGER NEEDED FOR MUNICIPAL PURPOSES; DECLARING THE VALUE OF THE PROPERTY; APPROVING THE SALE OF THE PROPERTY TO THE CANYON COUNTY AMBULANCE DISTRICT; AUTHORIZING EXECUTION OF A PURCHASE AND SALE AGREEMENT AND RELATED CONVEYANCE DOCUMENTS; AND PROVIDING AN EFFECTIVE DATE.

The following resolution and order was considered and adopted by the Caldwell City, Idaho Mayor and Council on this 8th day of September, 2026.

WHEREAS, Idaho Code § 50-301 gives cities general powers including over the real and personal property of the City; and

WHEREAS, Idaho Code § 50-1401 authorizes Idaho cities to sell, exchange, or convey real property owned by a city that is underutilized or no longer used for public purposes; and grants city councils authority to manage city real property in the public interest; and

WHEREAS, the City of Caldwell ("City") owns certain real property commonly known as Ustick Park located in Caldwell, Canyon County, Idaho. The real property is proposed for sale and conveyance which is the subject of this Declaration, is a portion in the northeastern corner of Ustick Park, generally abutting East Ustick Road to the north, Oregon Avenue to the east, and Caldwell Fire Station 2 to the west and has not yet been assigned a street address ("Property"). The Property is more particularly described and depicted in **Exhibit A**, attached hereto and incorporated herein by this reference which is a preliminary survey prepared for purposes of this Resolution and subject to supplementation when the survey is finalized; and

WHEREAS, the final survey and legal description of the Property may vary from the preliminary survey contained in **Exhibit A** and the general description included in this Declaration, the final survey and legal description shall be prepared and incorporated into the ordinance approving the sale and conveyance of the Property and shall control in the event of any inconsistency; and

WHEREAS, the City Council has reviewed the current and anticipated needs for the City and finds that the Property is no longer required for present or reasonably foreseeable City purposes; and

WHEREAS, the Canyon County Ambulance District ("CCAD") is a tax supported government entity established pursuant to Title 31, chapter 39 of Idaho Code to provide emergency medical and ambulance services to residents of Canyon County and the City of Caldwell and is a

vital partner agency with Caldwell Fire and Caldwell Police in providing emergency medical services to the residents of Caldwell; and

WHEREAS, CCAD intends to construct a station on the Property that will allow CCAD to respond faster to emergency service calls which will benefit the residents of the city of Caldwell; and

WHEREAS, the location of the Property is directly adjacent to Caldwell Fire Station 2, which will allow CCAD to conduct joint training and coordination with the Caldwell Fire Department which is a benefit to the City and its residents.

NOW THEREFORE, BE IT HEREBY RESOLVED AND DECLARED by the Mayor and Council of the City of Caldwell, Idaho, that:

The foregoing recitals are adopted as findings of the City Council and are incorporated in full into this Resolution.

That the Property is not presently needed for municipal purposes and that its sale is in the public interest.

The use of the Property by CCAD for governmental and public service purposes will promote the public health, safety, and welfare of the residents of Caldwell and Canyon County through assisting in the provision of emergency medical and ambulance services within Canyon County and the City of Caldwell.

CCAD's acquisition of the Property will facilitate the continued provision and expansion of emergency medical response services within the city of Caldwell and surrounding service area, thereby providing a direct public benefit to the residents of the City.

The transaction is an arm's-length transaction between governmental entities.

The City shall retain ownership of the 0.23-acre tract located behind Fire Station 2, as shown on Exhibit A in the area labeled "Cross Access Easement", and shall enter into and record a cross-access agreement with CCAD.

The negotiated purchase price of Thirteen Dollars ($13.00) per square foot represents fair market value and is in the best interests of the City and its residents.

Based on a preliminary survey, the Property is estimated to contain **One and Forty-Eight Hundredths (1.48 acres)** which equals approximately **Sixty-Four Thousand Four Hundred Sixty-Nine (64,469)** square feet. This estimated area is subject to change based on the final survey and legal description.

The City Council hereby approves the sale of the Property to the Canyon County Ambulance District for the total purchase price of **Eight Hundred Thirty-Eight Thousand Ninety-Four Dollars and Forty Cents ($838,094.40)**, which is calculated based on the preliminary survey

estimated area of approximately 64,569 square feet multiplied by the agreed upon purchase price of Thirteen Dollars ($13.00) per square foot. This estimate is subject to change based on the final survey and legal description.

The Property shall continue to be used exclusively for governmental and public purposes. The deed conveying the Property shall restrict ownership and use of the Property to a governmental agency and shall require that the Property be used for the continued benefit of the residents of the City of Caldwell. Any use of the Property shall be conducted in a manner that does not interfere with the operation, use, maintenance, or enjoyment of the fire station or public park located on adjacent City-owned property.

Upon completion of the public hearing and ordinance requirements of Idaho Code §§ 50-1402 and 1403, the Mayor is hereby authorized and directed to execute a Purchase and Sale Agreement substantially in the form approved by the City Attorney, together with any amendments, closing documents, deeds, easements, escrow instructions, settlement statements, and other documents necessary to complete the sale.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho on this 8th day of September 2026.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho on this 8th day of September 2026.

CITY OF CALDWELL, IDAHO

By: _____
Eric Phillips, Mayor

ATTEST:

_____
Kristina Buchan, City Clerk

EXHIBIT A

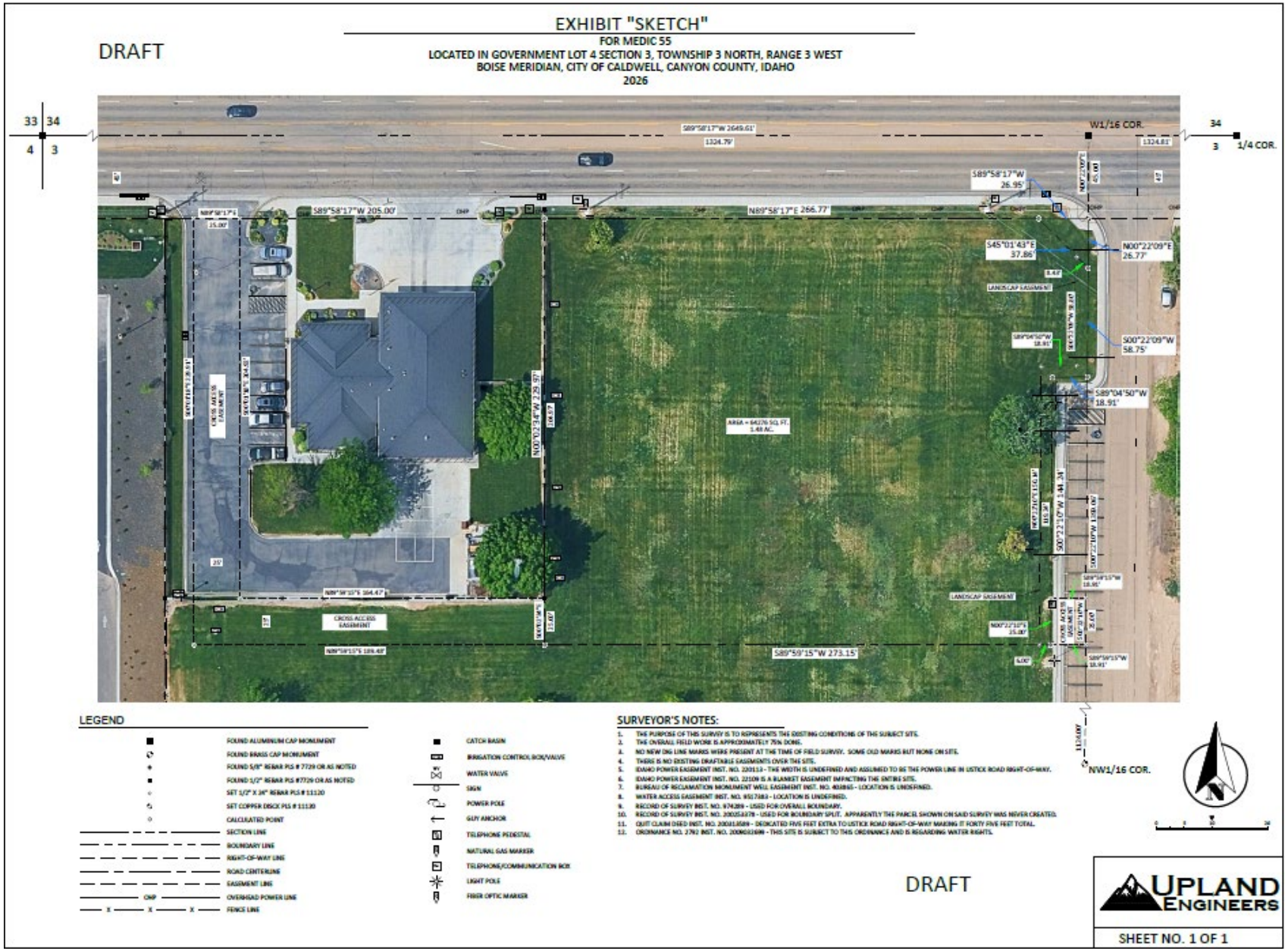
EXHIBIT "SKETCH"
FOR MEDIC 55
LOCATED IN GOVERNMENT LOT 4 SECTION 3, TOWNSHIP 3 NORTH, RANGE 3 WEST
BOISE MERIDIAN, CITY OF CALDWELL, CANYON COUNTY, IDAHO
2026
DRAFT
33 34
4 3
W1/16 COR.
34
3
1/4 COR.
S89°58'17"W 2649.61'
1324.79'
1324.81'
S89°58'17"W 205.00'
N89°58'17"E 266.77'
S89°58'17"W 26.95'
S45°01'43"E 37.86'
N00°22'09"E 26.77'
LANDSCAP EASEMENT
S00°22'09"W 58.75'
S89°04'50"W 18.91'
AREA = 64176 SQ.FT. 1.48 AC.
CROSS ACCESS EASEMENT
S89°59'15"W 273.15'
S00°23'10"W 144.34'
NW1/16 COR.
LEGEND
FOUND ALUMINUM CAP MONUMENT
FOUND BRASS CAP MONUMENT
FOUND 5/8" REBAR PLS # 7729 OR AS NOTED
FOUND 1/2" REBAR PLS #7729 OR AS NOTED
SET 1/2" X 24" REBAR PLS # 11120
SET COPPER DISCK PLS # 11120
CALCULATED POINT
SECTION LINE
BOUNDARY LINE
RIGHT-OF-WAY LINE
ROAD CENTERLINE
EASEMENT LINE
OHP OVERHEAD POWER LINE
FENCE LINE
CATCH BASIN
IRRIGATION CONTROL BOX/VALVE
WATER VALVE
SIGN
POWER POLE
GUY ANCHOR
TELEPHONE PEDESTAL
NATURAL GAS MARKER
TELEPHONE/COMMUNICATION BOX
LIGHT POLE
FIBER OPTIC MARKER
SURVEYOR'S NOTES:
1. THE PURPOSE OF THIS SURVEY IS TO REPRESENTS THE EXISTING CONDITIONS OF THE SUBJECT SITE.
2. THE OVERALL FIELD WORK IS APPROXIMATELY 75% DONE.
3. NO NEW DIG LINE MARKS WERE PRESENT AT THE TIME OF FIELD SURVEY. SOME OLD MARKS BUT NONE ON SITE.
4. THERE IS NO EXISTING DRAFTABLE EASEMENTS OVER THE SITE.
5. IDAHO POWER EASEMENT INST. NO. 220113 - THE WIDTH IS UNDEFINED AND ASSUMED TO BE THE POWER LINE IN USTICK ROAD RIGHT-OF-WAY.
6. IDAHO POWER EASEMENT INST. NO. 2210N IS A BLANKET EASEMENT IMPACTING THE ENTIRE SITE.
7. BUREAU OF RECLAMATION MONUMENT WELL EASEMENT INST. NO. 403865 - LOCATION IS UNDEFINED.
8. WATER ACCESS EASEMENT INST. NO. 9517483 - LOCATION IS UNDEFINED.
9. RECORD OF SURVEY INST. NO. 974289 - USED FOR OVERALL BOUNDARY.
10. RECORD OF SURVEY INST. NO. 200353378 - USED FOR BOUNDARY SPLIT. APPARENTLY THE PARCEL SHOWN ON SAID SURVEY WAS NEVER CREATED.
11. QUIT CLAIM DEED INST. NO. 200810589 - DEDICATED FIVE FEET EXTRA TO USTICK ROAD RIGHT-OF-WAY MAKING IT FORTY FIVE FEET TOTAL.
12. ORDINANCE NO. 2742 INST. NO. 200603698 - THIS SITE IS SUBJECT TO THIS ORDINANCE AND IS REGARDING WATER RIGHTS.
DRAFT
UPLAND ENGINEERS
SHEET NO. 1 OF 1

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Discussion item (added): City code enforcement

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

None

Regular **Item:** 15.

Memorandum

To:

City Council

Meeting Date:

September 8, 2026

Item Name:

Action Item: Consider Caldwell Finance Reports

Summary Statement:

Recommended Action:

Budget:

Cost:
GL Account:
Timeline:
Department:
Project Manager:

Attachments:

1. Checks by Date 07.31.26-08.31.26
2. Council Memo 09.02.26
3. Council Report 09.02.26

Bank Reconciliation

Checks by Date

User: ecarter
Printed: 09/01/2026 - 10:31AM
Cleared and Not Cleared Checks
Print Void Checks

Check No	Check Date	Name	Comment	Module Clear	Amount
0	7/20/2026	Idaho Sales Tax Division	AP		23,941.21
0	7/31/2026	AUTO DEBIT ONLY US Bank/Elavon-N	AP		30,682.08
0	7/31/2026	HRA VEBA Trust	AP		38,204.84
0	7/31/2026	HRA VEBA Trust	AP		33,081.12
0	7/31/2026	HRA VEBA Trust	AP		12,544.48
0	7/31/2026	HRA VEBA Trust	AP		29,265.38
0	7/31/2026	HRA VEBA Trust	AP		35,346.61
0	8/6/2026	AUTO DEBIT ONLY US Bank Virtual P	AP		222,301.04
0	8/12/2026	Venture Title and Escrow Company	AP		373,643.66
195445	8/12/2026	120 Water Inc	AP		2,026.06
195446	8/12/2026	A Gem Supply	AP		53.40
195447	8/12/2026	Acco Engineered Systems	AP		2,358.07
195448	8/12/2026	ACDP Acquisition LLC	AP		583.00
195449	8/12/2026	Michelle or Heith Adamson	AP		128.80
195450	8/12/2026	Airgas USA LLC	AP		1,688.00
195451	8/12/2026	Mahmood Aldori	AP		118.45
195452	8/12/2026	ALTA Language Services Inc	AP		69.00
195453	8/12/2026	AME Electric Inc	AP		4,250.00
195454	8/12/2026	Auto Glass Specialists LLC	AP		460.00
195455	8/12/2026	Bison Basin	AP		68.89
195456	8/12/2026	Beacon Home Services Inc	AP		3,886.07
195457	8/12/2026	Boise Peterbilt Inc Caldwell Peterbilt	AP		35.24
195458	8/12/2026	Brenda or Glenn Boles	AP		95.71
195459	8/12/2026	Bowen Collins and Associates Inc	AP		111,655.03
195460	8/12/2026	Burgess and Niple Inc	AP		4,597.72
195461	8/12/2026	Burgess Pump and Supply LLC	AP		2,000.00
195462	8/12/2026	Brittney Burtsfield	AP		226.77
195463	8/12/2026	Caldwell Auto Supply	AP		117.34
195464	8/12/2026	Caldwell True Value	AP		295.60
195465	8/12/2026	Callaway	AP		3,010.65
195466	8/12/2026	Prosecuting Attorneys Office Canyon Cou	AP		29,203.00
195467	8/12/2026	Canyon County Solid Waste	AP		4,335.95
195468	8/12/2026	Canyon Dance LLC	AP		1,204.70
195469	8/12/2026	Capital Contractor LLC	AP		23,939.50
195470	8/12/2026	Dulce Carrillo	AP		206.44
195471	8/12/2026	Caxton Printers Ltd	AP		128.76
195472	8/12/2026	CenturyLink	AP		360.84
195473	8/12/2026	Christensen Inc	AP		14,299.30
195474	8/12/2026	Code 4 Abatement LLC	AP		3,245.00
195475	8/12/2026	Michelle Colton	AP		169.76
195476	8/12/2026	Core and Main LP	AP		69,839.72
195477	8/12/2026	CORE Construction Inc	AP		107,962.19
195478	8/12/2026	Curtis Clean Sweep Inc	AP		850.00
195479	8/12/2026	Cutting Edge Services LLC	AP		489.40
195480	8/12/2026	DATABLAZE	AP		79.90
195481	8/12/2026	Mael De La Cruz	AP		108.85

195482	8/12/2026	Desiree DeLaura or Filmore Perez	AP	113.60
195483	8/12/2026	Laura or Daman Dennison	AP	138.08
195484	8/12/2026	DEX Imaging LLC	AP	295.15
195485	8/12/2026	Digital Threads LLC	AP	174.50
195486	8/12/2026	DIRECTV Entertainment Holdings LLC	AP	191.39
195487	8/12/2026	Energy Management Corporation	AP	1,640.00
195488	8/12/2026	Enterprise FM Trust	AP	227,711.53
195489	8/12/2026	Noelia Estrada or Omar Meza	AP	79.34
195490	8/12/2026	David Ewer	AP	124.36
195491	8/12/2026	Experian	AP	52.24
195492	8/12/2026	Ferguson Waterworks	AP	7,456.75
195493	8/12/2026	Luis Fisher	AP	200.07
195494	8/12/2026	Mark Gepner	AP	367.00
195495	8/12/2026	Jeremy Gillam	AP	30.00
195496	8/12/2026	Jon or Jackie Glanzman	AP	136.86
195497	8/12/2026	Golden Enviro LLC	AP	55,687.50
195498	8/12/2026	H2O Pools & Design LLC	AP	1,978.26
195499	8/12/2026	Dustyn Hansen	AP	122.78
195500	8/12/2026	Hardin Sanitation	AP	632.33
195501	8/12/2026	Kristine Harger	AP	66.95
195502	8/12/2026	HD Fowler Company	AP	11,766.16
195503	8/12/2026	Ralph Hendrick	AP	93.76
195504	8/12/2026	Hilty Bower Haws and Seable PLLC	AP	2,650.00
195505	8/12/2026	Home Depot Credit Services	AP	435.69
195506	8/12/2026	Horrocks LLC	AP	46,009.91
195507	8/12/2026	Idaho Power	AP	9,493.00
195508	8/12/2026	Idaho Tool and Equipment	AP	90.00
195509	8/12/2026	Idaho Traffic Control	AP	17,702.07
195510	8/12/2026	Gracie Ihli	AP	101.92
195511	8/12/2026	Integrity Pump Solutions Inc	AP	916.00
195512	8/12/2026	Interactive Data LLC	AP	528.50
195513	8/12/2026	Jacobs Engineering Group Inc	AP	11,020.00
195514	8/12/2026	Jenkins Marketing Co LLC	AP	158.50
195515	8/12/2026	Megan or David Johnston	AP	192.35
195516	8/12/2026	Kenworth Sales Company	AP	30,118.81
195517	8/12/2026	Klint Kertes	AP	73.48
195518	8/12/2026	Kiwanis Club Of Caldwell	AP	190.00
195519	8/12/2026	Michael Gene Laughridge	AP	750.00
195520	8/12/2026	Emily or Jeremy Leeper	AP	127.52
195521	8/12/2026	Lifeloc Technologies	AP	143.44
195522	8/12/2026	Jo Lynn Lile	AP	2,000.00
195523	8/12/2026	Suzanne or Harvey Lizaso	AP	42.75
195524	8/12/2026	Vladimir S Maksim	AP	191.22
195525	8/12/2026	Trevor Darin or August Christine Maugha	AP	87.83
195526	8/12/2026	Stephanie McCracken	AP	15.51
195527	8/12/2026	Mech-Masters, Inc	AP	23.90
195528	8/12/2026	MetroQuip Inc	AP	396,874.65
195529	8/12/2026	Minuteman Lock and Security	AP	81.00
195530	8/12/2026	Mountain West Power Equipment LLC	AP	297.00
195531	8/12/2026	Gary Narberes	AP	70.99
195532	8/12/2026	Trevor Narlock	AP	205.85
195533	8/12/2026	National Railroad Safety Services Inc	AP	4,425.00
195534	8/12/2026	Jaleen Nebeker	AP	73.06
195535	8/12/2026	Next Step Realty Management	AP	50.31
195536	8/12/2026	Isaiah Nichols	AP	139.75
195537	8/12/2026	Northwest Scientific Inc	AP	910.97
195538	8/12/2026	Nuisance Nabbers	AP	180.00
195539	8/12/2026	Office Depot	AP	71.03

195540	8/12/2026	OpenGov Inc	AP	27,193.95
195541	8/12/2026	Orion Integration Group	AP	24,703.97
195542	8/12/2026	Oxarc Inc	AP	1,302.68
195543	8/12/2026	Palmer Backflow Inc	AP	138.00
195544	8/12/2026	Parma Post and Pole	AP	208.80
195545	8/12/2026	Pioneer Title Company	AP	1,500.00
195546	8/12/2026	Iona Plank	AP	116.36
195547	8/12/2026	Platt Electric	AP	81,641.50
195548	8/12/2026	Precision Engineering LLC	AP	5,060.00
195549	8/12/2026	Professional Training Association	AP	220.00
195550	8/12/2026	Rambo Sand and Gravel Co	AP	1,260.75
195551	8/12/2026	RDK Corporation	AP	144.00
195552	8/12/2026	Rhino Pumps LLC	AP	41,596.06
195553	8/12/2026	Valeria Rivera Alvarez or Jennifer Galan	AP	64.86
195554	8/12/2026	Maria Rivera or Juan Medina	AP	150.00
195555	8/12/2026	Erika Rivera or Ronald B Shields	AP	150.91
195556	8/12/2026	Brian D Waters Riverside Trailers	AP	260.00
195557	8/12/2026	Rodda Paint Co	AP	3,967.95
195558	8/12/2026	Safeguard	AP	733.98
195559	8/12/2026	Charlotte or Rhett Savage	AP	68.42
195560	8/12/2026	Fred Schilling	AP	500.00
195561	8/12/2026	Shamrock Foods Company	AP	2,001.73
195562	8/12/2026	Ship It LLC	AP	17.00
195563	8/12/2026	Esmeralda or Pedro Silva	AP	155.00
195564	8/12/2026	Smarsh Inc	AP	42.95
195565	8/12/2026	Smiths Lawn Mower Sales and Service	AP	217.58
195566	8/12/2026	Linlee or Aaron Spoor	AP	71.25
195567	8/12/2026	Micah Spredemann	AP	226.33
195568	8/12/2026	Stan's Golf Cars Inc	AP	720.00
195569	8/12/2026	Staples Inc	AP	576.57
195570	8/12/2026	Stein Distributing Company Inc	AP	268.65
195571	8/12/2026	Sunbelt Rentals	AP	40.60
195572	8/12/2026	Sunbusters LLC	AP	140.00
195573	8/12/2026	Sunnyridge Construction LLC	AP	17,959.48
195574	8/12/2026	Kayla Sustaita	AP	68.79
195575	8/12/2026	T2 Systems Inc	AP	22.50
195576	8/12/2026	Tacoma Screw Products Inc	AP	381.44
195577	8/12/2026	TH HOLDINGS 2022 LLC	AP	73.91
195578	8/12/2026	TH HOLDINGS 2022 LLC	AP	219.65
195579	8/12/2026	The Odom Corporation	AP	2,741.98
195580	8/12/2026	TPG AG EHC SD LEN MULTI STATE	AP	73.62
195581	8/12/2026	Treasure Valley Coffee Inc	AP	93.83
195582	8/12/2026	United Parcel Service Inc	AP	3.98
195583	8/12/2026	Wayne or Ronda Welter	AP	247.46
195584	8/12/2026	West Coast Paper	AP	708.25
195585	8/12/2026	West Valley Humane Society	AP	22,500.00
195586	8/12/2026	Western Records Destruction	AP	52.00
195587	8/12/2026	Ken Wheeler	AP	799.00
195588	8/12/2026	Woodys Outdoor Power	AP	1,001.70
195589	8/12/2026	Xerox Corporation	AP	890.86
195590	8/12/2026	YMC Inc	AP	5,720.60
195591	8/12/2026	Zions Bank	AP	644,850.22
9992411	8/12/2026	Analytical Laboratories Inc	AP	18,381.00
9992412	8/12/2026	Cintas Corporation No 3	AP	1,952.80
9992413	8/12/2026	Crane Alarm Service	AP	1,265.00
9992414	8/12/2026	D and B Supply Company	AP	380.20
9992415	8/12/2026	DuBois Chemicals Inc	AP	2,708.99
9992416	8/12/2026	Electrical Wholesale Supply Co Inc	AP	9,256.43

9992417	8/12/2026	Gem State Paper and Supply Co	AP	529.72
9992418	8/12/2026	Good Year/Wingfoot Commercial Tire	AP	400.98
9992419	8/12/2026	Leatham Family LLC	AP	867.50
9992420	8/12/2026	LN Curtis and Sons	AP	1,935.89
9992421	8/12/2026	Norco Inc	AP	361.83
9992422	8/12/2026	Sherwin-Williams	AP	3,216.84
9992423	8/12/2026	ULine	AP	837.39
0	8/14/2026	Caldwell Flex Plan	AP	9,700.08
0	8/14/2026	Caldwell Health Care Pl Trust	AP	287,386.52
0	8/14/2026	EFTPS IRS withdraw DO NOT CASH	AP	274,518.76
0	8/14/2026	Idaho State Tax Commission	AP	43,353.08
0	8/14/2026	PERSI Fire Voluntary Retiremnt	AP	23,098.33
0	8/14/2026	PERSI Voluntary Retirement	AP	33,093.37
0	8/14/2026	PERSI Voluntary Retirement Con	AP	10,838.77
0	8/14/2026	Public Employee Fire Retirement	AP	83,906.06
0	8/14/2026	Public Employee Fire Retirement	AP	23,044.63
0	8/14/2026	Public Employee Retirement	AP	202,445.19
0	8/14/2026	Washington State Support Registry	AP	270.34
195592	8/14/2026	American Family Life Assurance	AP	445.82
195593	8/14/2026	Business Planning Concepts Inc	AP	216.00
195594	8/14/2026	Caldwell Fraternal Order of Police Lodge	AP	1,871.00
195595	8/14/2026	California State Disbursement Unit	AP	144.23
195596	8/14/2026	Canyon County Sheriff Garnishments Civ	AP	633.63
195597	8/14/2026	City Of Caldwell Treasurer	AP	2.50
195598	8/14/2026	Colonial Life and Accident Insurance Con	AP	2,796.62
195599	8/14/2026	Idaho Child Support Receipting	AP	597.00
195600	8/14/2026	Int l Firefighters LAFF 1821	AP	3,901.09
195601	8/14/2026	Montana CSSD	AP	299.76
195602	8/14/2026	Nationwide Retirement Solutions	AP	23,151.14
195603	8/14/2026	Northwest Firefighters Benefits Trust	AP	78,699.78
195604	8/14/2026	Ohio Child Support Payment Central	AP	235.38
195605	8/14/2026	United Heritage Life Insurance Company	AP	6,337.88
195606	8/14/2026	Willamette Dental Group	AP	2,643.27
195607	8/14/2026	WSCFF Employee Benefit Trust	AP	6,800.00
195608	8/19/2026	A Gem Supply	AP	82.66
195609	8/19/2026	Zachary Abbott	AP	102.18
195610	8/19/2026	Abundant Water Wells Inc	AP	7,500.00
195611	8/19/2026	ACK Enterprises Inc	AP	14,546.78
195612	8/19/2026	Acrisure West Insurance Services LLC	AP	1,498.00
195613	8/19/2026	Adobe Inc	AP	319.06
195614	8/19/2026	Agilent Technologies Inc	AP	32,175.00
195615	8/19/2026	Air Supply and Pump LLC	AP	3,143.72
195616	8/19/2026	Jason Amarant	AP	196.00
195617	8/19/2026	AME Electric Inc	AP	7,785.00
195618	8/19/2026	Danielle or Gregg Andre	AP	68.81
195619	8/19/2026	Riley Armenta	AP	11,997.50
195620	8/19/2026	AT T Mobility - CC	AP	2,967.24
195621	8/19/2026	Auto Glass Specialists LLC	AP	325.00
195622	8/19/2026	Axsus Civil	AP	596.47
195623	8/19/2026	Beacon Home Services Inc	AP	10,403.48
195624	8/19/2026	Jessica or Patrick Blakley	AP	91.91
195625	8/19/2026	Bluebird Truck Wash LLC	AP	216.00
195626	8/19/2026	Boise Peterbilt Inc Caldwell Peterbilt	AP	1,201.39
195627	8/19/2026	Caldwell Auto Supply	AP	608.20
195628	8/19/2026	Caldwell Floral	AP	149.96
195629	8/19/2026	Caldwell True Value	AP	109.37
195630	8/19/2026	Canyon County Sheriffs Office	AP	81,954.50
195631	8/19/2026	Canyon County Solid Waste	AP	6,917.50

195632	8/19/2026	Nolan Castleman	AP	338.67
195633	8/19/2026	CenturyLink	AP	2,831.12
195634	8/19/2026	CHEM-AQUA	AP	1,494.90
195635	8/19/2026	Christensen Inc	AP	3,259.33
195636	8/19/2026	Code 4 Abatement LLC	AP	375.00
195637	8/19/2026	Core and Main LP	AP	58,714.76
195638	8/19/2026	CORE Construction Inc	AP	609,862.13
195639	8/19/2026	Cushing Terrell	AP	12,600.00
195640	8/19/2026	DEX Imaging LLC	AP	19.21
195641	8/19/2026	DigLine	AP	3,012.00
195642	8/19/2026	Kirk Doering	AP	207.90
195643	8/19/2026	Casey Dosset	AP	86.18
195644	8/19/2026	Douglas D Shepherd	AP	110.00
195645	8/19/2026	DrugFree Idaho	AP	485.00
195646	8/19/2026	Sabrina Durtschi	AP	249.98
195647	8/19/2026	Christina Echiribel	AP	89.06
195648	8/19/2026	Express Employment Professionals	AP	3,474.40
195649	8/19/2026	Fairbank Equipment Inc	AP	205.63
195650	8/19/2026	Fastenal Company	AP	119.03
195651	8/19/2026	Ferguson Waterworks	AP	2,687.00
195652	8/19/2026	Maricruz Flores Villegas or Alejandro Flo	AP	177.90
195653	8/19/2026	Garett Foster Guthrie	AP	193.82
195654	8/19/2026	James Fox	AP	140.83
195655	8/19/2026	Jeremy Gillam	AP	160.00
195656	8/19/2026	Shawn Harman	AP	50.00
195657	8/19/2026	Peymon Hashimoto	AP	24.78
195658	8/19/2026	HCMP Inc	AP	1,918.65
195659	8/19/2026	HD Fowler Company	AP	2,290.10
195660	8/19/2026	HDR Engineering Inc	AP	11,005.22
195661	8/19/2026	Heath Excavation	AP	1,351.34
195662	8/19/2026	Heritage Landscape Supply Group Inc	AP	1,247.25
195663	8/19/2026	Wendy or Albert Hernandez	AP	59.73
195664	8/19/2026	Brandon Hoffman	AP	13.37
195665	8/19/2026	Home River Group	AP	27.14
195666	8/19/2026	Horrocks LLC	AP	10,091.50
195667	8/19/2026	Hychem Inc	AP	27,344.44
195668	8/19/2026	Idaho State Insurance Fund	AP	180,695.00
195669	8/19/2026	Idaho State Police	AP	333.00
195670	8/19/2026	Groverson Inga	AP	140.17
195671	8/19/2026	Intermountain Gas Company	AP	3,856.19
195672	8/19/2026	Jim Myers and Sons Inc	AP	40,755.00
195673	8/19/2026	JustFOIA Inc	AP	10,768.62
195674	8/19/2026	Melissa Langan	AP	2,366.00
195675	8/19/2026	Dave Larson	AP	50.00
195676	8/19/2026	Les Schwab Tire Center	AP	572.06
195677	8/19/2026	Level 3 Communications LLC	AP	653.26
195678	8/19/2026	Zavier Livingston	AP	160.00
195679	8/19/2026	LONG Building Technologies Inc	AP	465.50
195680	8/19/2026	MARIA VICTORIA MIESBACH	AP	15.06
195681	8/19/2026	Network Interpreting Service Inc	AP	169.18
195682	8/19/2026	Elyse Nienow	AP	96.40
195683	8/19/2026	Norse Development LLC	AP	7,153.51
195684	8/19/2026	Northwest Excavation LLC	AP	10,450.00
195685	8/19/2026	Northwest Scientific Inc	AP	1,084.53
195686	8/19/2026	Taylor O'Neil	AP	196.00
195687	8/19/2026	OReilly Automotive Stores Inc	AP	8.87
195688	8/19/2026	Overhead Door Company	AP	700.00
195689	8/19/2026	Oxarc Inc	AP	3,693.27

195690	8/19/2026	Pacific Golf and Turf LLC	AP	1,550.81
195691	8/19/2026	Palmer Backflow Inc	AP	199.00
195692	8/19/2026	PD Co LLC	AP	425.00
195693	8/19/2026	David Perez	AP	158.09
195694	8/19/2026	Personnel Plus	AP	31,697.26
195695	8/19/2026	PortaPros LLC	AP	853.00
195696	8/19/2026	Quadient Leasing USA Inc	AP	351.82
195697	8/19/2026	Rain for Rent Nampa	AP	30,867.92
195698	8/19/2026	Really Right Stuff LLC	AP	1,660.00
195699	8/19/2026	Luke Rehmert	AP	69.11
195700	8/19/2026	Republic Services Meridian Transfer 4793	AP	225.56
195701	8/19/2026	SAMG Occupational Med Emerald	AP	203.00
195702	8/19/2026	David Lee Soos	AP	196.19
195703	8/19/2026	Sparklight	AP	2,368.49
195704	8/19/2026	Standard Plumbing Supply	AP	40.69
195705	8/19/2026	Stark Landscape Inc	AP	6,685.00
195706	8/19/2026	Stein Distributing Company Inc	AP	476.16
195707	8/19/2026	Ronald or Karen Streich	AP	233.56
195708	8/19/2026	Swank Motion Pictures Inc	AP	595.00
195709	8/19/2026	Tacoma Screw Products Inc	AP	67.94
195710	8/19/2026	Seferino Tapia	AP	196.00
195711	8/19/2026	Cody Taylor	AP	189.67
195712	8/19/2026	TDS Metrocom LLC	AP	362.46
195713	8/19/2026	Tract Teeter	AP	160.00
195714	8/19/2026	TH HOLDINGS 2022 LLC	AP	81.31
195715	8/19/2026	The Jesse Tree	AP	6,832.00
195716	8/19/2026	The Land Group Inc	AP	1,537.58
195717	8/19/2026	Timber Creek Recycling LLC	AP	13,711.10
195718	8/19/2026	David G or Gavin Trotochau	AP	87.35
195719	8/19/2026	Turf Equipment and Irrigation	AP	730.02
195720	8/19/2026	Twilight Productions Inc	AP	699.00
195721	8/19/2026	Valley ViewTowing Inc	AP	292.50
195722	8/19/2026	Vallivue High School FFA Chapter	AP	600.00
195723	8/19/2026	Aaron Vance	AP	50.00
195724	8/19/2026	Daisy Vega	AP	110.00
195725	8/19/2026	Vision Property Management	AP	53.25
195726	8/19/2026	Lin Waterman	AP	72.13
195727	8/19/2026	Sheena Weaver	AP	184.41
195728	8/19/2026	West Coast Paper	AP	1,246.85
195729	8/19/2026	Western Records Destruction	AP	54.00
195730	8/19/2026	Phil Whitbeck	AP	50.00
195731	8/19/2026	Harper Wilson	AP	163.48
195732	8/19/2026	Witco Inc	AP	51.00
195733	8/19/2026	Xerox Corporation	AP	202.80
195734	8/19/2026	Andy Zimmerman	AP	160.00
195735	8/19/2026	Lauren Zimmerman	AP	192.10
195736	8/19/2026	Zions Bank Enterprise Loan Operations	AP	200,000.00
9992424	8/19/2026	Analytical Laboratories Inc	AP	3,717.00
9992425	8/19/2026	Cintas Corporation No 3	AP	2,293.96
9992426	8/19/2026	Crane Alarm Service	AP	55.00
9992427	8/19/2026	D and B Supply Company	AP	342.44
9992428	8/19/2026	DuBois Chemicals Inc	AP	3,482.25
9992429	8/19/2026	Electrical Wholesale Supply Co Inc	AP	3,404.09
9992430	8/19/2026	Gem State Paper and Supply Co	AP	381.78
9992431	8/19/2026	Idaho Press Tribune	AP	353.02
9992432	8/19/2026	Integrity Inspection Solutions Inc	AP	250.00
9992433	8/19/2026	Interwest Supply	AP	40.80
9992434	8/19/2026	Jones Williams Fuhman Gourley PA	AP	715.00

9992435	8/19/2026	Norco Inc	AP	65.83
0	8/20/2026	Pepsi-Cola	AP	2,935.99
195737	8/26/2026	Acuity Specialty Products Inc	AP	469.32
195738	8/26/2026	Airgas USA LLC	AP	589.22
195739	8/26/2026	All Star's Property Management	AP	37.82
195740	8/26/2026	Allied Business Solutions Inc	AP	192.75
195741	8/26/2026	Amazon Capital Services	AP	12,058.71
195742	8/26/2026	AME Electric Inc	AP	1,595.00
195743	8/26/2026	Associated Taxpayers of Idaho	AP	225.00
195744	8/26/2026	Jakcob Atchley	AP	64.78
195745	8/26/2026	Autozone Inc	AP	42.66
195746	8/26/2026	Heather Barclay	AP	56.97
195747	8/26/2026	Beacon Home Services Inc	AP	40,615.38
195748	8/26/2026	Boise Peterbilt Inc Caldwell Peterbilt	AP	2,563.07
195749	8/26/2026	Bound Tree Medical LLC	AP	2,423.44
195750	8/26/2026	Burks Tractor LLC	AP	425.98
195751	8/26/2026	ByteSpeed LLC	AP	2,000.00
195752	8/26/2026	Caldwell Auto Supply	AP	301.65
195753	8/26/2026	Caldwell True Value	AP	148.57
195754	8/26/2026	Canyon County Ambulance District	AP	4,061.19
195755	8/26/2026	Canyon County Solid Waste	AP	3,999.75
195756	8/26/2026	Allen Carter	AP	141.75
195757	8/26/2026	CenturyLink	AP	2,499.51
195758	8/26/2026	Christensen Inc	AP	4,680.80
195759	8/26/2026	Keely Electric Clint Keely	AP	145.25
195760	8/26/2026	Coastline Equipment	AP	2,814.90
195761	8/26/2026	Code 4 Abatement LLC	AP	1,250.00
195762	8/26/2026	Robert or Jacqueline Cole	AP	47.27
195763	8/26/2026	Core and Main LP	AP	4,169.20
195764	8/26/2026	CORE Construction Inc	AP	139,579.27
195765	8/26/2026	Corwin Ford	AP	41.34
195766	8/26/2026	Crime Stoppers of SW Idaho Inc	AP	6,500.00
195767	8/26/2026	Cues Inc	AP	43,469.00
195768	8/26/2026	Cutting Edge Services LLC	AP	4,411.16
195769	8/26/2026	Bryan Daniels	AP	154.00
195770	8/26/2026	DEX Imaging LLC	AP	170.27
195771	8/26/2026	Dive Rescue International Inc	AP	221.55
195772	8/26/2026	Scott Dixon	AP	11.89
195773	8/26/2026	Downtown Caldwell BID Inc	AP	34,581.21
195774	8/26/2026	Eberlestock USA LLC	AP	1,596.80
195775	8/26/2026	Emergency Responders Health	AP	6,510.00
195776	8/26/2026	Fairbank Equipment Inc	AP	226.31
195777	8/26/2026	Ferguson Enterprises LLC	AP	447.84
195778	8/26/2026	Ferguson Waterworks	AP	1,951.60
195779	8/26/2026	Fishers Technology	AP	26.56
195780	8/26/2026	Franklin Building Supply	AP	132.48
195781	8/26/2026	Fernando Garcia Arreola	AP	29.97
195782	8/26/2026	Cory Gerard	AP	154.00
195783	8/26/2026	Jon or Jackie Glanzman	AP	276.33
195784	8/26/2026	Gym Outfitters	AP	146.00
195785	8/26/2026	Juliee Hanlon	AP	556.50
195786	8/26/2026	Lee Haskill	AP	329.00
195787	8/26/2026	HD Fowler Company	AP	11,894.83
195788	8/26/2026	Gerard Hendrick	AP	154.00
195789	8/26/2026	High Mountain Dirtworks	AP	1,158.60
195790	8/26/2026	Benjamin or Sarah Holyoak	AP	135.66
195791	8/26/2026	Home Depot Credit Services	AP	528.10
195792	8/26/2026	Horrocks LLC	AP	3,633.00

195793	8/26/2026	Jason or Elizabeth Hubbard	AP	127.55
195794	8/26/2026	Hurricane Butterfly Law Enforcement LL	AP	73.60
195795	8/26/2026	Idaho Springs LLC	AP	12.00
195796	8/26/2026	Idaho State Police	AP	1,600.00
195797	8/26/2026	Idaho Tool and Equipment	AP	312.00
195798	8/26/2026	Impact DataSource LLC	AP	3,542.00
195799	8/26/2026	Iron Eagle Property Management	AP	102.51
195800	8/26/2026	Jenkins Marketing Co LLC	AP	1,284.79
195801	8/26/2026	JMF Construction LLC	AP	161,481.00
195802	8/26/2026	J-U-B Engineers Inc	AP	1,622.10
195803	8/26/2026	Keller Associates	AP	45,339.35
195804	8/26/2026	Kelley Create Co	AP	45.26
195805	8/26/2026	Kenworth Sales Company	AP	144.21
195806	8/26/2026	KWA Property Management	AP	75.69
195807	8/26/2026	Bob or Pat Lane	AP	148.32
195808	8/26/2026	Level 3 Communications LLC	AP	1,718.55
195809	8/26/2026	Celeste Mason or Matt Rydel	AP	78.22
195810	8/26/2026	MetroQuip Inc	AP	8,726.24
195811	8/26/2026	Brandon or Kristen Mooney	AP	48.39
195812	8/26/2026	Greivin Mora	AP	151.31
195813	8/26/2026	Motion and Flow	AP	122.69
195814	8/26/2026	Nick Muto	AP	108.00
195815	8/26/2026	Next Step Realty Management	AP	25.16
195816	8/26/2026	Northwest Power Systems	AP	2,294.00
195817	8/26/2026	Northwest Scientific Inc	AP	732.32
195818	8/26/2026	David Nugent	AP	614.88
195819	8/26/2026	David Nugent	AP	328.62
195820	8/26/2026	Isaac Nyhus	AP	100.48
195821	8/26/2026	O Sun Company Inc	AP	63.93
195822	8/26/2026	Oil Changer Inc.	AP	59.76
195823	8/26/2026	Ryan Olson or Elizabeth Hossner	AP	50.80
195824	8/26/2026	OReilly Automotive Stores Inc	AP	15.99
195825	8/26/2026	Orion Integration Group	AP	2,600.02
195826	8/26/2026	Palmer Backflow Inc	AP	401.00
195827	8/26/2026	Parma Post and Pole	AP	1,212.30
195828	8/26/2026	Alan Perry	AP	170.00
195829	8/26/2026	Powered By Nick LLC	AP	300.00
195830	8/26/2026	PreCise MRM LLC	AP	100.00
195831	8/26/2026	Ray Allen Manufacturing LLC	AP	4,140.61
195832	8/26/2026	Republic Services	AP	727,802.97
195833	8/26/2026	Brian Richey	AP	154.00
195834	8/26/2026	Rider Restrooms LLC	AP	500.00
195835	8/26/2026	Rocky Mountain Information Network	AP	250.00
195836	8/26/2026	Rodda Paint Co	AP	5,476.20
195837	8/26/2026	Edward Russell	AP	3,255.00
195838	8/26/2026	Safety Vision	AP	2,400.00
195839	8/26/2026	Safeware Inc.	AP	1,125.00
195840	8/26/2026	Fred Schilling	AP	500.00
195841	8/26/2026	Scouting America Mountain West Counci	AP	35.00
195842	8/26/2026	Simplot Partners	AP	528.00
195843	8/26/2026	Smiths Lawn Mower Sales and Service	AP	764.90
195844	8/26/2026	Snake River Supply	AP	258.16
195845	8/26/2026	Standard Plumbing Supply	AP	210.52
195846	8/26/2026	Star Fire Protection District	AP	765.00
195847	8/26/2026	Sanna Sterling	AP	159.65
195848	8/26/2026	Stitch It Screen Printing and Embroidery	AP	65.00
195849	8/26/2026	Sunbelt Rentals	AP	253.75
195850	8/26/2026	Sunbusters LLC	AP	190.00

195851	8/26/2026	Superior Signs	AP	75.00
195852	8/26/2026	Tacoma Screw Products Inc	AP	808.27
195853	8/26/2026	The Ewing Company Inc	AP	121,329.41
195854	8/26/2026	Top Gun Pest Control	AP	225.00
195855	8/26/2026	Treasure Valley Coffee Inc	AP	511.07
195856	8/26/2026	Treasure Valley Fire Protection Inc	AP	5,995.00
195857	8/26/2026	Uniforms 2 Gear	AP	174.88
195858	8/26/2026	United Parcel Service Inc	AP	96.30
195859	8/26/2026	United Site Services A Company Inc	AP	215.00
195860	8/26/2026	Valley ViewTowing Inc	AP	505.00
195861	8/26/2026	Valli Information Systems	AP	22,377.41
195862	8/26/2026	Kevin Vanderbeek	AP	132.17
195863	8/26/2026	Verizon Wireless	AP	441.33
195864	8/26/2026	Donnell Walker II	AP	119.57
195865	8/26/2026	Nicholas Ward	AP	110.44
195866	8/26/2026	West Coast Paper	AP	221.24
195867	8/26/2026	Western Records Destruction	AP	84.00
195868	8/26/2026	Western States Equipment Co	AP	1,220.85
195869	8/26/2026	Western Systems Inc	AP	2,030.70
195870	8/26/2026	Xerox Corporation	AP	33.25
9992436	8/26/2026	CDW Government Inc	AP	6,555.00
9992437	8/26/2026	Cintas Corporation No 3	AP	1,093.84
9992438	8/26/2026	D and B Supply Company	AP	5,322.80
9992439	8/26/2026	Electrical Wholesale Supply Co Inc	AP	3,047.37
9992440	8/26/2026	Gem State Paper and Supply Co	AP	79.98
9992441	8/26/2026	Good Year/Wingfoot Commercial Tire	AP	889.11
9992442	8/26/2026	Hughes Fire Equipment Inc	AP	4,806.12
9992443	8/26/2026	Idaho Press Tribune	AP	5,229.29
9992444	8/26/2026	Interwest Supply	AP	3,286.40
9992445	8/26/2026	Jones Williams Fuhman Gourley PA	AP	165.00
9992446	8/26/2026	L N Curtis and Sons	AP	5,447.66
9992447	8/26/2026	Motion Industries	AP	149.88
9992448	8/26/2026	Priest Electric	AP	3,518.05
9992449	8/26/2026	Quality Trailer Works Inc	AP	35.40
9992450	8/26/2026	Sherwin-Williams	AP	74.99
9992451	8/26/2026	Specialty Construction Supply	AP	5,706.00
0	8/28/2026	Caldwell Flex Plan	AP	9,551.97
0	8/28/2026	Caldwell Health Care Pl Trust	AP	283,714.77
0	8/28/2026	EFTPS IRS withdraw DO NOT CASH	AP	261,896.48
0	8/28/2026	Idaho State Tax Commission	AP	42,070.65
0	8/28/2026	PERSI Fire Voluntary Retiremnt	AP	23,145.03
0	8/28/2026	PERSI Voluntary Retirement	AP	34,380.76
0	8/28/2026	PERSI Voluntary Retirement Con	AP	11,069.78
0	8/28/2026	Public Employee Fire Retirement	AP	79,168.00
0	8/28/2026	Public Employee Fire Retirement	AP	23,173.93
0	8/28/2026	Public Employee Retirement	AP	205,409.53
0	8/28/2026	Washington State Support Registry	AP	270.34
195871	8/28/2026	American Family Life Assurance	AP	445.82
195872	8/28/2026	Business Planning Concepts Inc	AP	208.00
195873	8/28/2026	Caldwell Fraternal Order of Police Lodge	AP	1,848.00
195874	8/28/2026	California State Disbursement Unit	AP	144.23
195875	8/28/2026	Canyon County Sheriff Garnishments Civ	AP	633.63
195876	8/28/2026	City Of Caldwell Treasurer	AP	2.50
195877	8/28/2026	Colonial Life and Accident Insurance Con	AP	2,725.45
195878	8/28/2026	Idaho Child Support Receipting	AP	597.00
195879	8/28/2026	Int l Firefighters LAFF 1821	AP	3,787.93
195880	8/28/2026	Montana CSSD	AP	299.76
195881	8/28/2026	Nationwide Retirement Solutions	AP	8,516.57

195882	8/28/2026	Northwest Firefighters Benefits Trust	AP	76,859.03
195883	8/28/2026	Ohio Child Support Payment Central	AP	235.38
195884	8/28/2026	State Tax Commission Field Ser	AP	799.45
195885	8/28/2026	United Heritage Life Insurance Company	AP	3,236.74
195886	8/28/2026	Willamette Dental Group	AP	2,471.68

Total Check Count: 515

Total Check Amount: 8,225,925.76

CITY OF
Caldwell, Idaho

ERIC PHILLIPS
Mayor

208.455.3011
(f) 208.455.3003

City Hall
205 South 6th Ave.
Caldwell, Idaho 83605

Post Office Box
P.O. Box 1179
Caldwell, Idaho 83606

For a list of the City Council members, visit:
Website
www.cityofcaldwell.org

CITY OF CALDWELL FINANCIAL REPORT

TO: Mayor Phillips, Rachelle Castleberry, and Members of the City Council

FROM: Destiny Platt

DATE: September 02, 2026

This packet contains:

- Payroll and Accounts Payable Reports
- Check Register of approved accounts payable claims

Detailed reports are available for your review at any time.

FINANCE COMMITTEE MOTION:

The Finance Committee has reviewed current accounts payable in the amount of **$8,225,925.76 for the period ending August 31, 2026,** and net payroll of **$1,785,432.08 for pay period ending August 08, 2026 and August 22, 2026.**

I move that accounts payable in the amount of **$8,225,925.76** represented by check numbers **195445** through **195886** and electronic payments and payroll for the amount of **$1,785,432.08** represented by check numbers **40941** through **40977** and direct deposits be accepted, payments approved, and vouchers filed in the office of the City Clerk.

Payroll report by:	Destiny	
Payroll ending:	8/22/2026	8/8/2026
Paid on:	8/28/2026	8/14/2026
Check numbers:	40941-40977	
Total net checks:	$ 1,785,432.08	
# of Employees:	467	

Fund Name	Fund #	Salary	Benefits	Total
General	01	$ 1,983,579.44	$ 862,882.51	2,846,461.95
Events Center	03	12,664.64	4,880.35	17,544.99
Library	04	74,005.63	38,323.76	112,329.39
Street	05	108,006.29	55,490.29	163,496.58
Airport	06	16,718.40	8,256.35	24,974.75
Parks & Recreation	08	117,527.75	45,083.62	162,611.37
CDBG	10	4,327.50	1,660.12	5,987.62
ARPA Grant Funds	11	-	-	-
Cemetery	20	15,296.46	7,437.25	22,733.71
Economic Development	28	20,392.00	9,677.37	30,069.37
Golf	60	30,844.31	14,119.98	44,964.29
Water	70	146,941.15	76,793.67	223,734.82
Sewer	72	164,168.57	67,769.71	231,938.28
Electrical	75	31,043.37	14,775.30	45,818.67
Irrigation	76	33,367.62	15,771.39	49,139.01
TOTAL		**$ 2,758,883.13**	**$ 1,222,921.67**	**$ 3,981,804.80**

Balancing		
Fund 02	$	3,957,222.44
Total	$	3,981,804.80
Grand Total		$7,939,027.24
GL Grand Total		7,939,027.24
Off		0.00

Accounts Payable Report

check #'s	$ Amount	Date
electronic check	$ 23,941.21	6/30/2026
electronic check	$ 30,682.08	6/30/2026
electronic check	$ 38,204.84	7/31/2026
electronic check	$ 33,081.12	7/31/2026
electronic check	$ 12,544.48	7/31/2026
electronic check	$ 29,265.38	7/31/2026
electronic check	$ 35,346.61	7/31/2026
electronic check	$ 222,301.04	8/6/2026
195445-195591	$ 2,123,516.85	8/12/2026
9992411-9992423	$ 42,094.57	8/12/2026
electronic check	$ 373,643.66	8/12/2026
195592-195607	$ 128,775.10	8/14/2026
electronic check	$ 991,655.13	8/14/2026
195608-195736	$ 1,512,647.33	8/19/2026
9992424-9992435	$ 15,101.17	8/19/2026
electronic check	$ 2,935.99	8/20/2026
195737-195870	$ 1,488,119.90	8/26/2026
9992436-9992451	$ 45,406.89	8/26/2026
195871-195886	$ 102,811.17	8/28/2026
electronic check	$ 973,851.24	8/28/2026
Total:	$ 8,225,925.76	