

WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS
REGULAR MEETING
August 26, 2026
9:00 A.M.

MINUTES

Commissioner Phil Cooper called the meeting to order at 9 a.m. with Commissioner Corinne Johnson present and Commissioner George Miller present. Also present, Director Kevin Howard, Deputy Director Dustin Howe, Deputy Clerk Jennifer Weeks and Clerk Charyl Ragan. Guests: Jay Hassel, Gale Akers

APPROVAL OF AGENDA

Miller moved to approve the agenda. Johnson seconded. Cooper concurred. The motion passed unanimously.

CONFLICTS OF INTEREST ON AGENDA

Phil Cooper, Corinne Johnson and George Miller each indicated no conflicts of interest with any item on the agenda.

APPROVAL OF MINUTES

Cooper moved to approve the minutes of the July 22, 2026 meeting, July 22, 2026 Budget Workshop, August 10, 2026 Special Meeting and August 12, 2026 Budget Workshop. Johnson seconded. Miller concurred. The motion passed unanimously.

PUBLIC COMMENTS AND GUEST INTRODUCTIONS

none

Public Hearing- Fiscal year 2027 Budget

Cooper opened the hearing at 9:03 a.m. The proposed budget for fiscal year 2027 was presented as follows:

**WORLEY HIGHWAY DISTRICT
PROPOSED BUDGET
October 1, 2026 – September 30, 2027**

ANTICIPATED REVENUE:

Maintenance & Operation Levy	1,942,139
Special Const/Bridge Levy	1,680,000
Ag. Equip. Tax Replacement	41,615
Liability Fund Levy	35,000
Highway Users Revenue	1,056,720
Forest Reserve Fund	0
State Sales Tax	361,031
CEA Tax	34,000
Interest Income	140,000
Development Fees	16,400
Sale of surplus equipment	5,000
Permit Fees	15,000
Federal Share Bridge/Spec. Const.	2,270,170
Miscellaneous Revenue	228,516
TOTAL ANTICIPATED REVENUE	7,825,590
Antic. Carry Fwd: Undedicated	822,542
Dedicated: Special Road Const	573,364
Dedicated: Liability Fund	24,474
TOTAL BUDGETED REVENUE	9,245,970

ANTICIPATED EXPENDITURES:

Labor Expense	1,541,981
Administration	308,199
Employee Benefit Expenses	499,233
Commissioner's Compensation	28,800
Operating Expense	953,139
Road Maintenance	1,502,110
Road Construction	3,341,499
Asset Acquisitions	755,140
Liability Fund Expense	59,474
M&O Levy Transferred back to Cities	256,395
TOTAL ANTIC. EXPENDITURES	9,245,970
REVENUE REQUIRED	9,245,970

The budget is available for public inspection at the District Office
12799 W. Ness Road, 6:30 a.m. to 4:00 p.m. Mon.-Thurs.

WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS:

Philip W. Cooper, George Miller, Corinne Johnson

ATTEST: Charyl Ragan, Clerk/Treasurer

Commissioner Miller moved that the proposed budget for fiscal year 2027 be approved as presented. Johnson seconded. Cooper concurred. The motion passed unanimously. Jennifer called roll, Johnson, aye, Miller, aye, Cooper, aye.

BOARD OF COMMISSIONERS REGULAR MEETING MINUTES

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The hearing was adjourned at 9:24 am.

The regular meeting resumed at 9:24 am.

OLD BUSINESS

Work progress Report

All fog and chip seals are completed.

Striping of center and edge lines are completed.

Crew started working on Bloomsburg Rd project #1355.

Paint crew striped for East Side Highway District. In return East Side Highway sent dump trucks with operators over to haul on Bloomsburg Rd.

Parking lot at Mica shop asphalt was removed and repaved.

Paving demonstration was observed in Spokane County for new ambient temperature paving process.

Planned work for this coming Month

Get shop at mica organized for winter, Start maintenance on plow trucks, Finish Bloomsburg project, Install culverts if time allows, Fish passage Weller Rd.

In The Shops

Deputy Director Dustin Howe has prepared a shop report for the board.

Staff Report-Kevin Howard

Kootenai County Community Development

Ivy Hill 1st Addition (Valhalla Rd.) MIN26-0023, 3-lot minor subdivision:

The review fee deposit has been paid; it is currently in review.

Clemetson Woods (Clemetson Rd) MIN22-0056, 3-lot minor subdivision:

Kootenai County Community Development has granted an extension to November 1, 2026.

No additional information this month.

Diamond Heights (Rockford Bay Rd) MIN25-0006, 4-lot minor subdivision:

The district has requested the review fee deposit. As we wait for the deposit, the district has an engineering firm prepared to conduct the review.

WHD Construction Projects

Cougar Creek Bridge on McAvoy Road Replacement project through LHTAC's LILB program:

Anticipated mobilization is Sept. 14th.

Conkling Road / US-95 Street Lights:

The ground work has been completed. The light poles are on back order until October. When received, the project will be completed shortly after.

Kidd Island Road (Phase II):

The road materials report is being finalized. The Archaeological and Historic Survey Report (AHSR) will follow the environmental field work. The environmental Categorical Exclusion will be finalized with the update with the AHSR. Then all of this information will be submitted to ITD. We are looking at alternate paving sections as the current design has shown to cost above estimates.

Cougar Gulch Road:

The materials report has been delivered. The WHD Board has given the staff, legal and engineering direction as how to proceed. No additional information this month.

Bloomsburg Road- cost share project:

The crew began the enhanced maintenance project this month. They have been making good progress.

Williams Bridge:

Continuing design. The district plans to install the structure. Easement will be needed from adjacent property owners for construction and future maintenance. No additional information this month.

Sun-Up Bay Road realignment (S curves):

Staff and engineering met with the property owner with the largest affected parcel. He has not contacted the district since the meeting; the director understands that he may have engaged a land surveyor of his own.

Hull Loop:

After meeting with one of the property owners and in an attempt to address his concerns, the director has asked JUB to check for alternative centerlines that would accommodate the necessary curve radii yet avoid a point of concern by the owner.

WHD Misc. Projects

Koth Rd ROW status:

No additional information this month.

CDA Tribe, Lake Creek Project:

CDA Tribe, JUB and WHD met with an adjacent property owner with the intent of acquiring some easement for the project. The director called a second owner to have a similar discussion. The district is waiting to hear from each of them. The culvert structure has been ordered.

Drechsel Road potential Realignment and ROW exchange:

The owner has applied for a Sight Disturbance Permit for the area to be utilized for the new roads' alignment.

AHDKC Standards update:

The directors have received the final rough draft review just this Monday.

FEMA Funds for Disaster Declaration-storm 12-16-2025:

The district's 2025 FEMA application is in its final stages. The district's 2026 FEMA application is short of just one supporting document from a fire agency from being ready to submit.

NEW BUSINESS

1. Accounts Payable

Miller moved that the bills be approved as presented on the check register. Johnson seconded. Cooper concurred. The motion passed unanimously.

2. Upcoming Meetings

September 10, 2026 KMPO 1:30 pm
September 17, 2026 AHDKC 3:30 pm
September 23, 2026 Board meeting 9 am

3. Commissioner Comments

Cooper indicated he had received a text from a resident that they are happy with the work the district does on the roads.

The commissioners requested a recess at 9:54 am
The meeting resumed at 10:03 am.

Miller moved to go into executive session at 10:03 am for Personnel Matter, Idaho code 74-206 (1) (b). Johnson seconded. Cooper concurred. The motion passed unanimously.

Jennifer called roll, Johnson, aye, Miller, aye, Cooper, aye.

The regular meeting resumed at 10:52 am.

After coming out of the executive session, the following motions were made.

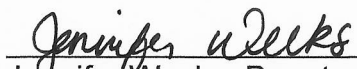
Johnson moved to pay the retiring individual for all of the discussed vacation due to the nature of the retirement. Miller seconded. Cooper concurred. The motion passed unanimously.

Johnson motioned to not replace the retired crew member at this time. Miller seconded. Cooper concurred. The motion passed unanimously.

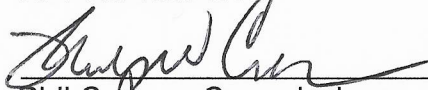
ADJOURNMENT

Citing no further business, Miller moved to adjourn the meeting at 10:55 a.m. Johnson seconded. Cooper concurred. The motion passed unanimously.

RESPECTFULLY SUBMITTED:


Jennifer Weeks, Deputy Clerk

APPROVED BY:

 9/23/2026
Phil Cooper, Commissioner Date

**WORLEY HIGHWAY DISTRICT
BUDGET**

October 1, 2026 – September 30, 2027

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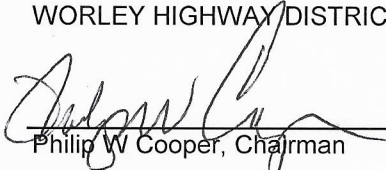
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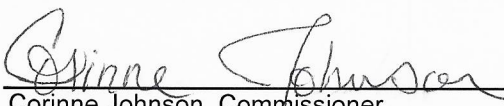
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Approved 26th day of August, 2026.

WORLEY HIGHWAY DISTRICT BOARD OF COMMISSIONERS


Philip W Cooper, Chairman


George Miller, Commissioner


Corinne Johnson, Commissioner