Memo

To: Mayor and Hayden City Council

From: Lisa Ailport, City Administrator

Date: November 20, 2026

Agenda Item: Consider FY27 Kootenai County Public Transportation Letter of Agreement

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Agenda Item Location
Consent

Recommended Action or Motion
Staff recommends authorizing the Mayor to sign the attached agreement with Kootenai County for FY2027 contributions of match funding to public transportation in the amount of $13,831.

Summary
The attached public transportation agreement provides the purpose and authorization of contributions to the public transportation system, known as City Link, that supports Hayden, Post Falls and Coeur d'Alene. The agreement provides the clarity of the city's proportionate share of the match funding required with the FTA funding that the County receives to operate the transit system.

Fiscal Impact
The city has budgeted this full amount in the FY2027 budget.

Budget Funding Source / Transfer Request
110-111-53302

Attachment
Agreement with Kootenai County

Kootenai County Public Transportation

PUBLIC TRANSPORTATION LETTER OF AGREEMENT

THIS AGREEMENT is entered into between the County of Kootenai, hereinafter "COUNTY" and the City of Hayden, hereinafter "CITY", and shall be effective on October 1, 2026 after all parties have affixed their signatures to this Agreement.

WHEREAS, the Urbanized Area Formula Funding program (49 U.S.C. 5307) makes federal resources available to Kootenai County;

WHEREAS, federal funds under a Federal Transit Administration (FTA) grant are available to provide public transportation services; and

WHEREAS, the COUNTY is a direct recipient of Federal Transit Administration (FTA) 5307 funds; and

WHEREAS, having access to public transportation is a benefit to the citizens within the Urbanized Area; and

WHEREAS, municipalities within the urbanized area are authorized to participate in the funding of public transportation;

NOW THEREFORE, It is agreed as follows:

1. The COUNTY is the legal authority to receive and dispense federal funds for planning, engineering, design and evaluation of transit projects and other technical transportation-related studies; capital investments in bus and bus-related activities such as replacement, overhaul and rebuilding of buses, crime prevention and security equipment and construction of maintenance and passenger facilities; and capital investments in rolling stock, overhaul and rebuilding of vehicles, communications, and computer hardware and software. In addition, the COUNTY may receive and dispense federal funds for associated transit improvements, certain expenses associated with mobility management programs, all preventive maintenance, and some Americans with Disabilities Act complementary paratransit service costs.

2. The CITY agrees to provide funding in the amount of $13,831 (Thirteen Thousand, Eight Hundred and Thirty-One Dollars) as part of the match that is required for USDOT/FTA grants for the fiscal year beginning on October 1, 2026 and ending on September 30, 2027. The CITY further agrees to provide one-half of said funding on or before the 28th day of February 2027, with the balance due no later than the 31st day of July 2027.

IN WITNESS WHEREOF, the parties hereto have affixed the signature of their duly authorized official.

ATTEST:

Bruce Mattare, Chairman Kootenai County Commissioners	Date	Jennifer Locke, County Clerk

ATTEST:

Alan Davis, Mayor City of Hayden, Idaho	Date	Abbi Sanchez, City Clerk