

City of Emmett Council Meeting

July 14, 2020

The Emmett City Council held a regular meeting at 501 E. Main Street, Emmett, Idaho.  
Mayor Gordon Petrie called the meeting to order at 7:00p.m.  
Mayor Gordon Petrie led the **Pledge of Allegiance**  
Cesar Perez offered the **Community Invocation**

**Council Present:** Council President Nebeker

**Council Present via telephone:** Councilor Gary Resinkin, Councilor Tona Henderson, Councilor Michelle Welch, Councilor Denise Sorenson, Councilor Thomas Butler

**Staff Present:** Lyleen Jerome, Mike Knittel, Stephanie Johnson

**Staff present via telephone:** Alyce Kelley, Steve Kunka, Clint Seamons, Brian Sullivan

**Public Present via telephone:** Katie Watkins – EHS Vice-Principal

**Amendments to the Agenda:** None.

**Council President Nebeker made a MOTION TO APPROVE THE AGENDA. Seconded by Councilor Henderson. 5 – AYES, 0 – NOES. Motion Carried.**

**Declaration of Conflicts of Interest:**

**Declaration of Council Members' Discussion Outside an Open Meeting:** None

**ELECTED OFFICIALS:**

A. **Mayor** - ADA Proclamation. Mayor Petrie proclaimed July 26th, 2020 as the Awareness Day for the Americans with Disabilities Act.

B. **City Council** -

C. **Announcements and Good of the Order** – Councilor Sorenson presented Mayor Petrie a plaque in congratulations of his appointment to the AIC board and all that he has done in his efforts as Mayor. Thank you, Mayor Petrie!

**CONSENT AGENDA:**

A. **Approval of Minutes** – June 23, 2020 – Budget Workshop  
June 23, 2020 – Regular Council Meeting

B. **Approval of Accounts Payable.**

**Councilor Henderson made a MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED. Seconded by Councilor Welch. AYES -5, NOES - 0. Motion Carried.**

**NON-CONSENT AGENDA**

**BUSINESS:**

A. Katie Watkins, EHS Vice Principal, requested approval of the Traffic Plan for 2020 Homecoming Parade. **Council President Nebeker made a MOTION TO APPROVE THE TRAFFIC PLAN FOR 2020 HOMECOMING PARADE ON SEPTEMBER 18, 2020 BASED ON STAFF RECOMMENDATIONS. Seconded by Councilor Henderson. 5 – AYES, 0- NOES. Motion Carried.**

B. Brian Sullivan, Building/Zoning Administrator requested to approve Coltrin Minor Subdivision #20-002. **Councilor Henderson made a MOTION TO APPROVE COLTRIN MINOR SUBDIVISION #20-002 WITH STAFF RECOMMENDATIONS 1) COMPLY WITH ALL FINAL PLAT REVIEW COMMENTS. 2) ALL REVIEW FEES FROM COUNTY SURVEYOR BEING PAID PRIOR TO SIGNING THE MYLAR. 3) SUBMIT TWO (2) PAPER COPIES AND 1 DIGITAL COPY OF THE FINAL PLAT TO THE ZONING DEPARTMENT FOR REVIEW PRIOR TO PRINTING THE MYLAR. 4) FINAL PLAT MUST BE RECORDED WITHIN 1 YEAR OF WRITTEN APPROVAL UNLESS AN EXTENSION IS REQUESTED AND GRANTED BY THE CITY. 5) THE APPLICANT IS TO FOLLOW ALL RECORDING REQUIREMENTS AS OUTLINED IN ECC 10-2-4K. 6) WITHIN TEN (10) DAYS OF RECORDING THE FINAL PLAT, NEW DEEDS AND LEGAL DESCRIPTION FOR LOTS 1-4 SHALL BE PREPARED AND RECORDED IN GEM COUNTY RECORDER'S OFFICE. AND FOR THE MAYOR TO SIGN. Seconded by Councilor Resinkin. Roll Call Vote. COUNCIL PRESIDENT NEBEKER – AYE, COUNCILOR HENDERSON – AYE, COUNCILOR RESINKIN – AYE, COUNCILOR SORENSON – AYE, COUNCILOR WELCH – AYE. COUNCILOR BUTLER – AYE. Motion Carried.**

C. Brian Sullivan, Building/Zoning Administrator requested approval of Harvest Valley Subdivision, Phase 5 Final Plat #20-001. **Councilor Henderson made a MOTION TO APPROVE HARVEST VALLEY SUBDIVISION, PHASE 5 FINAL PLAT #20-001 AND REQUESTS APPROVAL OF THE PLAT WITH FOLLOWING SPECIFIC CONDITION BEING PART OF THE APPROVAL. 1) COMPLY WITH ALL FINAL PLAT AND CONSTRUCTION PLAN REVIEW COMMENTS. 2) ALL REVIEW FEES FROM KELLER'S BEING PAID PRIOR TO SIGNING THE MYLAR. 3) LETTER DATED FEBRUARY 20, 2020 FROM KELLER ENGINEERING REQUIRES THE PETITION TO SUPPLY THE CITY A SET OF AS-BUILT PLANS ON MYLAR AS WELL AS ON CD-ROM OR DISC IN AUTOCAD FORMAT AND PDF FORMAT. 4) POST A BOND FOR \$18,7500.0 FOR COMPLETION OF LANDSCAPING IN THE PARK AREA WHICH IS HALF IN PHASE 5, HALF IN PHASE 6. 6) SUBMIT TWO (2) PAPER COPIES AND 1 DIGITAL COPY OF THE FINAL PLAT TO THE ZONING DEPARTMENT FOR REVIEW PRIOR TO PRINTING THE MYLAR. 7) FINAL PLAT MUST BE RECORDED WITHIN 1 YEAR OF WRITTEN APPROVAL UNLESS AN EXTENSION IS REQUESTED AND GRANTED BY THE CITY. 8) THE APPLICANT IS TO FOLLOW ALL RECORDING REQUIREMENTS AS OUTLINED IN ECC 10-2-4K. 9)**

City of Emmett Council Meeting

July 14, 2020

**WITHIN TEN (10) DAYS OF RECORDING THE FINAL PLAT, NEW DEEDS AND LEGAL DESCRIPTIONS FOR ALL LOTS SHALL BE PREPARED AND RECORDED IN GEM COUNTY RECORDER'S OFFICE. Seconded by Council President Nebeker. Roll Call Vote. COUNCIL PRESIDENT NEBEKER – AYE, COUNCILOR HENDERSON – AYE, COUNCILOR RESINKIN – AYE, COUNCILOR SORENSON – AYE, COUNCILOR WELCH – AYE. COUNCILOR BUTLER – AYE. Motion Carried.**

D. Brian Sullivan, Building/Zoning Administrator requested approval for a Waiver of curb, gutter, sidewalk, and storm drainage – Jordan Lane Subdivision. **Council President Nebeker made a MOTION RECOMMENDING WAIVING THE REQUIREMENTS FOR THE INSTALLATION OF CURB, GUTTER, SIDEWALK AND STORM DRAINAGE AND PAVEMENT WIDENING FOR LOTS 1-3 OF JORDAN LANE SUBDIVISION. Seconded by Councilor Henderson. Roll Call Vote. COUNCIL PRESIDENT NEBEKER – AYE, COUNCILOR HENDERSON – AYE, COUNCILOR RESINKIN – AYE, COUNCILOR SORENSON – AYE, COUNCILOR WELCH – AYE. COUNCILOR BUTLER – NAY. Motion Carried.**

E. Clint Seamons, Public Works Director requested approval of payment to Granite Excavation, Inc. in the amount of \$26,803.75. **Councilor Henderson made a MOTION TO APPROVE THE PAYMENT TO GRANITE EXCAVATION, INC. INVOICE NO: 20014-01 IN THE AMOUNT OF \$26,803.75. Seconded by Councilor Welch. 6- AYES. 0 - NOES. Motion Carried.**

F. Clint Seamons, Public Works Director requests approval of Surplus of Vehicles. **Council President Nebeker made a MOTION TO APPROVE THE SURPLUS OF VEHICLES AS LISTED VIA SALE OR TRADE 1) 2005 DODGE DURANGO 2) 2008 DODGE CHARGER 3) 2004 CHEVROLET TRAILBLAZER 4) 2006 FORD TAURUS. Seconded by Councilor Butler. 6 - AYES. 0 - NOES. Motion Carried.**

G. Clint Seamons, Public Works Director requests approval of the WWTP Influent Screen Improvement Contract Amendment #1. **Councilor Henderson made a MOTION TO APPROVE EMMETT WWTP INFLUENT SCREEN IMPROVEMENT CONTRACT AMENDMENT #1 IN THE AMOUNT OF \$24,505.05 FOR A TOTAL AMOUNT OF \$45,905.05. WITH MAYOR TO SIGN. Seconded by Councilor Welch. Roll Call Vote. COUNCIL PRESIDENT NEBEKER – AYE, COUNCILOR HENDERSON – AYE, COUNCILOR RESINKIN – AYE, COUNCILOR SORENSON – AYE, COUNCILOR WELCH – AYE. COUNCILOR BUTLER – AYE. Motion Carried.**

H. Steve Kunka, Police Chief requests approval of Surplus of Equipment. **Council President Nebeker made a MOTION TO APPROVE THE SURPLUS OF EQUIPMENT AS LISTED ON THE LETTER DATED JUNE 25, 2020. 1) VIE VU BODY CAMERAS AND VIE VU ACCESSORIES. 2) CAMERA EQUIPMENT. Seconded by Councilor Henderson. 6- AYES. 0 - NOES. Motion Carried.**

I. Lyleen Jerome, City Clerk requests approval of the Gem County Dispatch Funding Agreement for 2020-2021. **Council President Nebeker made a MOTION TO APPROVE THE GEM COUNTY DISPATCH FUNDING AGREEMENT FOR 2020-2021 IN THE AMOUNT OF \$62,713.94 AND FOR THE MAYOR TO SIGN. Seconded by Councilor Butler. Roll Call Vote. COUNCIL PRESIDENT NEBEKER – AYE, COUNCILOR HENDERSON – AYE, COUNCILOR RESINKIN – AYE, COUNCILOR SORENSON – AYE, COUNCILOR WELCH – AYE. COUNCILOR BUTLER – AYE. Motion Carried.**

J. Lyleen Jerome, City Clerk requests approval of the Tentative Budget for Fiscal Year 2020-2021. **Council President Nebeker made a MOTION TO APPROVE THE TENTATIVE BUDGET FOR FISCAL YEAR 2020-2021. Seconded by Councilor Henderson. 6 - AYES. 0 - NOES. Motion Carried.**

**DEPARTMENT/ ACTIVITY REPORTS**

A. **Building Official/City Planner** – Director Brian Sullivan – No report

B. **City Clerk** – Lyleen Jerome – No report

C. **Fire** – Chief Curt Christensen – No report

D. **Library** – Director Alyce Kelley – No report

E. **Police** – Chief Steve Kunka – No report

F. **Public Works** – Director Clint Seamons – No report

G. **Systems Administrator** – Director Mike Knittel – gave a presentation on the Broadband Project grant fund that would connect our fiber optics. We requested \$570,000 for the project. We will find out if we are awarded the funds on July 31st.

H. **Engineer**

**Councilor Henderson made a MOTION TO ADJOURN. Seconded by Council President Nebeker. 6 – AYES, 0 – NOES. Motion Carried.**

Meeting Adjourned at 8:39p.m.

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Mayor Gordon Petrie

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Lyleen Jerome, City Clerk

**LEGAL NOTICE**

**CITY OF EMMETT, IDAHO**

**Treasurer Financial Report for Quarter Ending June 2020**

<b>FUND</b>	<b>BUDGET</b>	<b>YTD Receipts</b>	<b>YTD Expenditures</b>	<b>% Rec</b>	<b>% Exp</b>
<b>General Fund</b>	<b>\$ 2,639,716.00</b>	<b>\$ 1,974,546.41</b>	<b>\$ 1,908,654.67</b>	<b>75%</b>	<b>72%</b>
Personnel			\$ 1,204,113.34		
Insurance			\$ 228,901.89		
Capital Outlay			\$ 475,639.44		
<b>Street Fund</b>	<b>\$ 527,080.00</b>	<b>\$ 397,226.19</b>	<b>\$ 288,448.45</b>	<b>75%</b>	<b>55%</b>
Personnel			\$ 113,940.13		
Insurance			\$ 32,389.92		
Capital Outlay			\$ 142,118.40		
<b>Library Fund</b>	<b>\$ 249,349.00</b>	<b>\$ 158,874.79</b>	<b>\$ 179,335.29</b>	<b>64%</b>	<b>72%</b>
Personnel			\$ 104,405.91		
Insurance			\$ 14,436.30		
Capital Outlay			\$ 60,493.08		
<b>Cemetery</b>	<b>\$ 114,879.00</b>	<b>\$ 90,642.70</b>	<b>\$ 80,190.60</b>	<b>79%</b>	<b>70%</b>
Personnel			\$ 50,431.65		
Insurance			\$ 11,114.25		
Capital Outlay			\$ 18,644.70		
<b>Perpetual Care</b>	<b>\$ 3,100.00</b>	<b>\$ 3,795.07</b>	<b>\$ -</b>	<b>122%</b>	<b>0%</b>
<b>TOTAL</b>	<b>\$ 3,534,124.00</b>	<b>\$ 2,625,085.16</b>	<b>\$ 2,456,629.01</b>	<b>74%</b>	<b>70%</b>

<b>Enterprise Funds: Water/Sewer/Sanitation/Technology</b>					
<b>Water</b>	<b>\$ 1,857,300.00</b>	<b>\$ 1,222,568.15</b>	<b>\$ 970,990.33</b>	<b>66%</b>	<b>52%</b>
Personnel			\$ 334,213.29		
Insurance			\$ 97,542.16		
Capital Outlay			\$ 388,622.21		
Bond Repayment			\$ 150,612.67		
<b>Sewer</b>	<b>\$ 2,451,800.00</b>	<b>\$ 1,688,936.96</b>	<b>\$ 1,145,993.03</b>	<b>69%</b>	<b>47%</b>
Personnel			\$ 331,450.99		
Insurance			\$ 91,291.22		
Capital Outlay			\$ 532,920.42		
Bond Repayment			\$ 190,330.40		
<b>Sanitation</b>	<b>\$ 565,250.00</b>	<b>\$ 432,122.25</b>	<b>\$ 442,954.98</b>	<b>76%</b>	<b>78%</b>
Personnel			\$ 42,650.40		
Insurance			\$ 7,130.21		
Capital Outlay			\$ 393,174.37		
<b>Technology</b>		<b>\$ 3,430.00</b>	<b>\$ -</b>		
<b>TOTAL ENTERPRISE FUNDS</b>	<b>\$ 4,874,350.00</b>	<b>\$ 3,347,057.36</b>	<b>\$ 2,559,938.34</b>	<b>69%</b>	<b>53%</b>
<b>Other</b>	<b>\$ 3,650.00</b>	<b>\$ 9,613.50</b>	<b>\$ 1,569.17</b>		
<b>TOTAL ALL FUNDS</b>	<b>\$ 8,412,124.00</b>	<b>\$ 5,981,756.02</b>	<b>\$ 5,018,136.52</b>	<b>71%</b>	<b>60%</b>

*Citizens are invited to inspect the detailed supporting records of the above financial statement.*

*City of Emmett is an Equal Opportunity Employer*

*Lyleen Jerome, City Clerk/Treasurer*

**RESOLUTION #R2020-07  
RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF EMMETT, IDAHO**

**RESOLUTION ACCEPTING GRANT OFFER OF THE STATE OF IDAHO  
THROUGH IDAHO TRANSPORTATION DEPARTMENT, DIVISION OF  
AERONAUTICS, IN THE MAXIMUM AMOUNT OF \$80,465.00**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Emmett, Idaho that City of Emmett, Idaho accepts the Grant Offer of the State of Idaho through the Idaho Transportation Department, Division of Aeronautics, in the maximum amount of \$80,465.00 to be used under the Idaho Airport Aid Program, FS Program number: L218S78, Project number: SP-S78-17 in the development of the Emmett Municipal Airport; and

**Be it resolved** by the Mayor and City Council of City of Emmett, Idaho (herein referred to as the City as follows:

**Section 1.** That the City shall accept the Grant Offer of the State of Idaho in the amount of \$80,465.00, for the purpose of obtaining State Aid under FS Program Number: L218S78, Project Number: SP-S78-17 in the development of the Emmett Municipal Airport; and

**Section 2.** That the Mayor of the City of Emmett 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

**Section 3.** A true copy of the Grant Agreement referred to herein be attached hereto and made a part thereof.

RESOLUTION introduced and passed this \_\_\_\_\_ day of \_\_\_\_\_ 2020 by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
Gordon Petrie, Mayor

ATTEST:

Lyleen Jerome, City Clerk

**CERTIFICATE**

I, Lyleen Jerome, City Clerk do hereby certify that the foregoing is a full, true, and correct copy of Resolution #R2020-07 adopted at a regular meeting of the City Council held on July 28, 2020 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 28<sup>th</sup> day of July, 2020

\_\_\_\_\_  
Lyleen Jerome, City Clerk



**EMMETT PUBLIC WORKS DEPARTMENT**  
601 East 3<sup>rd</sup> Street - Emmett, Idaho 83617  
**Clint Seamons, Public Works Director**

Wednesday, July 22, 2020

Mayor, City Council:

I am requesting from City Council a **MOTION to approve GRANT AGREEMENT IDAHO AIRPORT AID PROGRAM STATE FISCAL YEAR-21 in the amount of \$80,465.00 with Mayor to sign.**

Attached is the Grant Cover Letter and Emmett Airport Grant Agreement and Resolution for your review.

Thank you,

Clint Seamons  
Public Works Director





**IDAHO TRANSPORTATION DEPARTMENT**

Division of Aeronautics  
3483 Rickenbacker Street  
itd.idaho.gov/aero

(208) 334-8775  
Boise ID 83705

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June 22, 2020

Gordon Petrie, Mayor  
City of Emmett  
501 E. Main Street  
Emmett, ID83617

GRANT AGREEMENT - IDAHO AIRPORT AID PROGRAM  
STATE FISCAL YEAR-21 for the Emmett Municipal Airport  
FS PROGRAM NUMBER: L218S78

PROJECT DESCRIPTION: RW, TW, Apron fog and slurry seal  
This grant is in the amount of \$80,465.00 to match \$80,465.00 from the City of Emmett.

Dear Mayor,

The Idaho Division of Aeronautics is pleased to offer your airport this matching grant to assist in financing improvements to your airport during State FY-21. Enclosed is an electronic copy of the Grant Offer for the Idaho Airport Aid Program.

To properly enter into this agreement, you must do the following:

- Provide authority to execute the grant to the individual signing the grant
- Have the City Council ratify both the Grant Agreement and the City Resolution
- Authorized representative must execute the grant no later than 8/28/2020
- A final, .pdf copy of the grant will be e-mailed once all parties have signed
- Please have the City Clerk attest to and sign

To ensure proper management of State funds, each payment request for reimbursement will include the following items:

- Request for Reimbursement letter stating FS Program #, request #, invoice total, and reimbursement requested.
- Applicable Invoices/Outlay Reports

I look forward to working with the City on this project. If you have any questions regarding the acceptance of this grant or how to request grant funds, please call me at (208) 334-8640.

Sincerely,

Jennifer L. Schildgen  
Division of Aeronautics  
Airport Planning and Development

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**GRANT AGREEMENT**  
**IDAHO AIRPORT AID PROGRAM**  
**STATE FISCAL YEAR-21**

TO: City of Emmett, 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 Emmett Municipal 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: RW, TW, Apron fog and slurry seal  
FS Program Number: L218S78  
Project Number: SP-S78-17

NOW THEREFORE, for the purpose of 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 50% of allowable project costs.

This Grant incorporates the following terms and conditions:

1. The STATE affirms that:
  - A. The maximum obligation of the STATE payable under this Grant shall be \$80,465.00.
  - B. This grant expires on June 30, 2024 and the STATE shall have no further obligation after that date.
2. The SPONSOR shall:
  - A. The Airport Sponsor agrees to comply with the regulations relative to non-discrimination in State assisted programs of the Idaho Transportation Department.
  - B. Diligently and expeditiously complete this project by June 30, 2024 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.
  - C. 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.

- D. Competitively bid all contracts for construction involved in this project in accordance with bidding procedures outlined in Idaho Statute Title 67, Chapter 92 of the Idaho Code and Title 2 CFR part 200 and provide solicitation documentation to the Division of Aeronautics.
- E. 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.
- F. 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.
- G. The SPONSOR agrees to hold said airport open to the flying public for the useful life of the facilities developed under this project.
- H. The SPONSOR shall grant no exclusive use or operating agreements, to any person, company, or corporation. 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.
- I. 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)
- J. 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)
- K. Submit with this accepted Grant Agreement the full name of the local Project Manager/Inspector along with full contact information including work phone number, cell phone number, fax number, email address, and postal mailing address. Also include a job related contact that will know the whereabouts of and can contact the Project Manager/Inspector quickly for Grant related matters.
- L. Use the provided "Project List and Submittals" form to monitor the project's progress. The SPONSOR will submit the form when submittals are made, and provide the completed form, along with the reports, as part of the closeout documents.
- M. 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.
- N. 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.
- O. SPONSOR must develop the airport in accordance with current Idaho Division of Aeronautics design and construction standards.
- P. SPONSOR cannot allow any activity or action on the airport that would interfere with its use for airport purposes.



- Q. 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.
  - R. SPONSOR must allow people to service their own aircraft according to all applicable Federal Aviation Regulations (FARs). IDAPA 39.04.01
  - S. All revenue generated on the airport by the Sponsor will be used for airport purposes only.
  - T. 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
  - U. 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.
  - V. 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
  - W. That any Exclusive Operating or Use Agreement shall Automatically Obligate the Immediate and full Return of all State of Idaho money expended in behalf of the Project to the State of Idaho.
  - X. 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.
  - Y. 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
3. The allowable costs of the project shall not include any costs determined by the STATE to be ineligible.
  4. The STATE reserves the right to amend or withdraw this offer at any time prior to its acceptance by the SPONSOR.
  5. 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 8/28/2020 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:

6. 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:

- A. SPONSOR shall report project commencement date.
- B. SPONSOR shall make quarterly reports during construction.
- C. SPONSOR shall receive approval prior to any change in the scope of the project
- D. SPONSOR shall report project completion date and request final inspection and payment.
- E. STATE may participate in the final inspection and shall sign off the project as completed.
- F. 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: \_\_\_\_\_  
Jeffrey L. Marker, 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 \_\_\_\_\_, 2020.

By: \_\_\_\_\_  
Gordon Petrie, Mayor  
City of Emmett, City Council

ATTEST:

Lyleen Jerome, City Clerk

I, Lyleen Jerome, 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 \_\_\_\_\_, 2020, 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 \_\_\_\_\_, 2020.

\_\_\_\_\_  
Lyleen Jerome, City Clerk

## City's Strategic Pillars

7/14/2020

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With adequate infrastructure for growth

### **Building/Zoning Department Goal**

- Educate staff to obtain intimate knowledge of building and zoning codes. 40%
- Update outdated city ordinances, implement new ordinance-----70% zoning and building only.
- Obtain accessibility inspector certification----40%
- Comprehensive Plan overhaul and revision-----
- Digitalize and Organize all building and zoning files----15%

### ***Accomplishments since last report***

1. Start reviewing lot sizes for R-2, duplex zone. Would like to reduce the minimum lot size from 8000 down to? Had first and second meeting on this, zoning commission is on board to reduce lot size down to 6000 sq. ft. for a R-2 zone. Will bring back a formal amendment.
2. Start on proposal to adjust/reduce boundaries of the Historic Central Business District for design review.
3. Re-writing Area of Impact Agreement between City of Emmett and Gem County. **Making revision #2**
4. Permits, May 2020: New house = 1. Commercial =, Duplex =, Apartment = - Hangars = 0, Manufactured Home =, Fees Collected: \$ 3130.28
5. Working on Ordinance for Sewer and Water Connections, work performed by City, work performed by person wishing to connect. Draft ord. revisions submitted to Public Works for review, need input from Sewer department on technical terms.
6. Create a Notice and Grievance Procedure for the City in reference to the ADA
7. Review Harvest Valley Sub. Resubmittal of final plat 6/3/2020 Review complete, punch list created. Waiting on corrections. Owner want to bond the landscape completion.

### ***Plan for next 30 days***

8. Daily operations, plan reviews, contractor talks, developer talks, etc.
9. Updates to Title 7, water and sewer, city code.
10. Moving forward on updated master pathway plan. Anna is working on final revisions.
11. Review Harvest Valley Sub. Phase #6 construction drawings
12. Work with Code Enforcement to update the "Living or Not Living" in and RV ordinance
13. Work on mapping AOCL to take to hearing for August
14. Staff report Legacy Heights and Vacate and send packet to Zoning Commission
15. Zoning Applications:
  - Vacation Application- Tentatively scheduled for 8-3-2020, will be live and electronic
  - Preliminary Plat- Legacy Heights- Tentatively scheduled for 8-3-2020, will be live and electronic
  - Coltrin Minor Sub. – 4 lots Comments have been returned, will be finalizing to bring to Council July 14.
  - Annexation 5 acres on E. 12<sup>th</sup>, scheduled for August 3, 2020 zoning meeting
  - Zoning Ordinance amendment for August Zoning meeting
  - Special use permit, residential living in a commercial zone, already has an SUP for partial living in the zone. August zoning meeting

### ***Training***

- *(see attached)*

***This report does NOT contain any data required by ordinance or statute...that is covered in a separate report***

**City's Strategic Pillars**  
**07/28/20**

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With adequate infrastructure for growth

**Clerk's Goals this Budget Year**

- Building Department Permitting Module Implementation
- Increase ACH (Direct Pay) 10%
- Accept Credit/Debit Card Payments on ALL Fees
- Deputy Clerk Certifications in PRIMA, AIC, & HR

**Expenditures requiring authorization / purpose of expenditure - none**

**Training – none**

**Accomplishments since last report**

- ACH (Direct Pay) customers 448 in June an increase of 16 since May -15% of customer base
- Conference call July 20, 2020 with Idaho Bond Bank Board to consider refinancing our current bonds. Request approved unanimously by the board.
- Budget 20-21 Tentative approval by Council on 7/14/20, posted legal notice for adopting final budget on August 11, 2020
- IIIA Insurance increasing premium cost by 1% effective October 1, 2020
- Insurance Agent met with all employees on life insurance options for new fiscal year. All employees, with the exception of part time employees, will have \$50,000 coverage and fireman will have an additional \$50,000 coverage through VFIS
- 70% Completion of trash receptacle carts Phase 3, estimated completion end of August
- Reviewing information on CARES ACT and the effects of Property Tax Relief Plan, consulted with our accountant and it was determined that we do not qualify for these funds as it is designated for COVID-19 related wages on only first responders.

**Plan for next 30 days**

- Office restrictions: Clerk office doors will remain locked, serving citizens at the slide window located off the main lobby
- Arrange council chambers to comply with social distancing requirements. Continue with "Join Me" conference options and Live Stream for all Council Meetings
- Promote ACH (Direct Pay) and increase client participation by 10%
- Records Retention/Destruction Plan
- Cross Train Deputy Clerk on Accounting and Financial Statements
- Cross Train Deputy Clerk on Quarterly Payroll reporting and Quarterly Financial Reports
- Update Minutes books and scan to archives file
- Update Ordinance and Resolution Logs
- Set up utility billing to include \$2.31 for new garbage receptacle estimated start date September
- Review current fiscal year budget ending September 2020 for adjustments
- Post Legal notice for current budget amendments
- Conference call, July 20th with Bond Bank Board to answer any questions on refinance options
- August 3, 2020 Conference meeting with Black Mountain Software to implement going live with Permitting Module.

# City of Emmett, Idaho

## Monthly Financial Report

June 2020

### OUR CASH...

#### Account Balances

<b>GENERAL FUND –</b>	
Cash & Investments	\$ 2.364M

<b>STREET FUND –</b>	
Cash & Investments	\$ 378,439

<b>LIBRARY FUND –</b>	
Cash & Investments	\$ 171,509

<b>CEMETERY FUND–</b>	
Cash & Investments	\$ 100,808

<b>PERPETUAL CARE FUND –</b>	
CASH & INVESTMENTS	\$ 87,830

<b>WATER FUND –</b>	
Cash & Investments	\$ 3.395M
Bond Payment Reserve	\$ 310,311

<b>SEWER FUND –</b>	
Cash & Investments	\$ 4.078M
Bond Payment Reserve	\$ 976,822

<b>SANITATION FUND-</b>	
Cash & Investments	\$ 135,987

<b>TECHNOLOGY FUND</b>	
Cash & Investments	\$ 3,225

### BUDGET VS. ACTUAL YEAR TO DATE

#### GENERAL FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2019-20 Budget</b>	<b>\$2,639,716</b>		
Revenues to Date	\$ 1,974,546		75%
Expenditures to Date	\$ 1,908,654		72%

#### Road & STREET FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2019-20 Budget</b>	<b>\$ 527,080</b>		
Revenues to Date	\$ 397,226		75%
Expenditures to Date	\$ 288,448		55%

#### LIBRARY FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2019-20 Budget</b>	<b>\$ 249,349</b>		
Revenues to Date	\$ 158,874		64%
Expenditures to Date	\$ 179,335		72%

#### CEMETERY FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2019-20 Budget</b>	<b>\$ 114,879</b>		
Revenues to Date	\$ 90,642		79%
Expenditures to Date	\$ 80,190		70%

#### WATER FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2019-20 Budget</b>	<b>\$1,857,300</b>		
Revenues to Date	\$ 1,222,568		66%
Expenditures to Date	\$ 970,990		52%

#### SEWER FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2019-20 Budget</b>	<b>\$2,451,800</b>		
Revenues to Date	\$ 1,688,936		69%
Expenditures to Date	\$ 1,145,993		47%

#### SANITATION FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2019-20 Budget</b>	<b>\$ 565,250</b>		
Revenues to Date	\$ 432,122		76%
Expenditures to Date	\$ 442,954		78%

#### TECHNOLOGY UTILITY FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2019-20 Budget</b>	<b>\$ 0</b>		
Revenues to Date	\$ 3,430		N/A
Expenditures to Date	\$ 0		N/A

### SPECIFIC REVENUES COLLECTIONS AT A GLANCE...

#### PROPERTY TAX COLLECTIONS

<b>Budget</b>	<b>\$1,796,097</b>		
Revenues to Date	\$1,180,333		66%

#### STATE SHARED REVENUES COLLECTIONS

<b>Budget</b>	<b>\$ 287,058</b>		
Revenues to Date	\$ 220,939		77%

#### BUILDING PERMIT REVENUES COLLECTIONS

<b>Budget</b>	<b>\$ 45,000</b>		
Revenues to Date	\$ 60,016		133%



### ***City's Strategic Pillars***

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With adequate infrastructure for growth

### ***Emmett Fire Department Goals this Budget Year (with percentage of completion to date)***

- Work to provide a training area to include a burn building where class A materials can be burnt (0% of completion)
- Provide all equipment necessary to allow for daily mission execution while meeting operational goals. (50% of completion)
- Provide constant, realistic and rigorous training to meet National Professional Development Model. (20% of completion)
- Implement a community based risk program that educates so that in each iteration high standards will be enforced, thus making our community safer. (12% of completion)
- Provide a positive work environment thus keeping well-trained and motivated firefighters for at least five year tours. (50% of completion)

### ***Expenditures requiring authorization from higher and purpose of expenditure***

•

### ***No less than Top Ten Accomplishments since last***

- Detailed inside of Command Vehicles
- Meeting regarding CIP
- Inspected a E occupancy that was proposing a change measured: Inspected, measured, and verified any changes that might be necessary
- Assisted the Recreation Center with question regarding a possible new facility
- Investigated why the hold up on the CA \$ and how to handle in the future
- Wrote Pre inspection check list and letter for business owners
- Made a flier for smoke detector installs and passed out to the Senior Center
- Attended the Senior Center board meeting
- Looked up some information for the assessors office regarding home fire
- Brought Air Samples to Norco for a D test
- Sent in ISO pre evaluation
- Organized information that may be needed by ISO
- Presented all ISO info and tested hydrants with ISO group
- Flowed and inspected all the hydrants in Harvest Valley 5
- Preplanned 18 local businesses
- Set meeting and walk through Century Link tier 2 facility and preplanned
- Met with the Senior Center wrote and submitted their reopening plan to SWDH answered follow on question and the plan was accepted
- Submitted application for the Board of directors for the Senior Center
- Helped plan and execute the Flag day presentation
- Delivered lunches for the Senior Center
- Responded to an inquiry regarding a sprinkler change at a facility
- Set times to inspect and inspected both Fire works stands
- Finished reviewing, revising, and writing 52 operational protocols
- Counted every commercial building in Emmett for ISO
- Provided and installed a car seat for family
- Provided flags and advice for a Girl Scout troop for a graduation
- Helped with additional cleaning in at the Senior Center with assistance from Public Works
- Worked with Lyleen to find some lower insurance numbers for the Firefighters with more coverage
- Purchased and assembled a new bagging lawnmower calling it Brushhog 1
- Retrieved air cylinders from air testing
- Accepted a position on the Senior Center Board

## ***City's Strategic Pillars 6-18-2020***

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With adequate infrastructure for growth

**Mission: Emmett Public Library is the heart of the community! Serving as a resource for information, education and recreation, as well as a place to meet, gather and learn.**

### ***Library Goals this Budget Year (with percentage of completion to date)***

- Embrace a new awareness campaign, by collaborating with other community entities that support the library's mission of 2019-2020, partnerships developed and library usage will increase.
- Library will implement new software for improved patron financial recovery; expand delivery of learning opportunities through in-house & outreach programs. Pending 2019-2020 Budget Funding. 10%
- Library will develop Adult/Senior services supporting the goal of, "A Place For Seniors To Age & Stay" 25%
- Develop grant/gift programs as well as in-kind contributions, providing no less than \$50,000 a year towards budget. **To date: Donations=\$23193.57 + Grants=\$6758.00, In-Kind Donations=\$2,950.00**

***-Expenditures requiring authorization from higher and purpose of expenditure***-None at this time

***-Training last 30 days***- last 30 days – Nothing

### **No less than Top Ten Accomplishments since last report**

- 2020 Rotary Grant for Robotics Club completed & pending (Fall).....
- Summer Intern Grant from ICfL- Awarded \$1,000 (Developing Position for Fall 2020)
- First Books Grant (Headstart partnership for FY20-21), APPROVED !!!
- Idaho Commission for Libraries CARES Grant completed-approved \$1,000
- Idaho Humanities Council- CARES GRANT completed .... Received \$5,000!!!
  - Library Board Meeting July 16<sup>th</sup>
  - Library Hours 11am-6pm M thru F, Saturday appointments only, staffing/sanitizing concerns
    - Summer Reading started June 1<sup>st</sup> thru July 21<sup>st</sup>- 303 registered!

### **Next 30 days**

**Summer Reading weekly Take & Make activities thru July 21<sup>st</sup>**

**Plan Outreach to Gem County Senior Center (July) (Pending)**

**LYNX Directors Meeting July 17<sup>th</sup>**

**Summer Reading Grand Finale July 24<sup>th</sup>**

**First Wednesday Kid's Corner w/Least Family Fundraiser Aug 5<sup>th</sup> 4-6pm**

**Idaho Learning Partnership Grant due 7/28/2020**

***This report does NOT contain any data required by ordinance or statute...that is covered in a separate report.***

- Washed and waxed Engine 32
- Submitted for reimbursement for COVID expenses
- Brian Sullivan noticed a bush hiding a fire hydrant and informed me. Disposed of the bush.
- Attended a Conference call with SWDH regarding COVID and tactics
- Prepared a few hundred meal for seniors
- Contacted both telephone book providers and updated City information

***Plan for next 30 days***

- Working on reimbursement of COVID and projects for allocated funds
- ~~Organizing for flag day~~
- Work on the CIP for Galena Consulting
- School Safety Group
- Organizing training with PD & GCEMS regarding Medical Responses
- Organize training with all parties for traffic safety program

***Training (See Attached)***

***This report does NOT contain any data required by ordinance or statute...that is covered in a separate report***

<b>Emp, Title</b>	<b>Training/Hours</b>	<b>Date</b>	<b>Location</b>	<b>Cost/Certificate</b>
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**# Emp. Trained    Total Training Hours**

**Total Cost**

## City's Strategic Pillars

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With adequate infrastructure for growth

### ***Police Department Goals this Budget Year (with percentage of completion to date)***

- Retain 100% of Patrol Officers and Patrol Sgts. for no less than 3 years. **(37% of Completion)**
- Proactively make residences and businesses along 1/5 of the main arterials in the city at least 80% ordinance compliant each year, in addition to reacting to citizen complaints; new arterials will be targeted each year (2020 4<sup>th</sup> Street). (20% of completion)
- Update our reserve program with the newest policies and procedures directed by Idaho P.O.S.T. and double the number of officers.
- Updating and implementing a complete standardized protocols and policies manual utilizing current industry practices. This is a partnership with Lexipol that has been recognized in risk management for law enforcement. (33% approval of the updates)

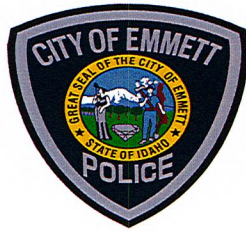
### ***Expenditures requiring authorization from higher and purpose of expenditure***

#### ***Training Last 30 days***

- See attached
- **Waiting to receive Officer Roehr Certification from POST. Have received Certification for Officer Roehr.**
- **Preparation of purging of files is caught up to 2013-2014.**
- **Made Changes in Cruise night patrol. Foot patrol will not start until 2100.**
- **Assisted with Emmett Crash Course Curb Extension and pedestrian Island Demonstration Project.**
- **Evidence clerk has quit because of family reasons. Will be filling that part time position as soon as possible.**
- **D.C. Babcock and Chief are working with Jake on getting approval from council of police policies.**
- **Have met with Mr. Slabaugh and he is working on a quote for remodel as of 2-14-20. Was contacted again in May waiting for phase breakdown of remodel and cost.**
- **Conversion of 10 rifles to short barrel and suppressor has been completed. All 10 rifles have been approved by ATF. Still need to schedule conversion of 4 more rifles.**
- **Grant update for E-Citation. Hours have been completed for match. Waiting for installment of equipment.**
- **Received a demo from Curtis Blue Line on Load Barring vest carriers. Working on policy. Rough draft of policy has been produced. Have received policies from other agencies and are comparing.**
- **Removal of current graphics and add new graphics to Ford Fusion so it can be used for both city clerk and COP program.**
- **Scheduled a short law update in July/August being put on by Gem County Prosecutor. Has been approved by POST to do this training on zoom.**
- **Still in contact with special Olympics/Torch Run met online in April. Olympics have been canceled but will still be passing the torch from department to department digitally. This was completed.**
- **Revamping Vehicle Lease program. Working with Jake on the legal side of this.**
- **Planned a law enforcement appreciation movie night. Put on by WEBB'S INC. Was completed.**
- **Exploring new procedure when qualifying retired L.E.O. so they can carry legally.**
- **Will be conducting testing, interviews and background checks for reserve positions. In Background stage.**

#### ***Plan for next 30 days***

- Provide Domestic Violence Community Training in Emmett from R.O.S.E. advocates.
- Review PAL Pound contract / revisit the possibility of increasing pound fees. Renew contract.
- Implementation of new lockdown procedure. SRO will be looking into this.
- Remodeling of PD and evidence room/ look at a simpler plan than we received from architect.
- Clint and I will be discussing how to get better use of the tin building.
- Working with Gem County Sheriff's Office and Gem County Fire-EMS on deciding to purchase the rest of the modules and incorporate it into the original CAD project.
- Will be meeting with Clint to discuss installing signs in the area of North Boise. Have received complaints of people driving dangerously with kids at play.



## EMMETT POLICE DEPARTMENT

### June Patrol Statistics

	TOTAL
Felony Arrests - Male	6
Felony Arrests - Female	0
Misd. Arrests - Male	22
Misd. Arrests - Female	4
Traffic Stops	213
Infraction Cite	59
Dispatched Calls	396
Officer Initiated	141
Reports	93
Dogs Taken to Pound	11
Ordinance Calls	15

#### Community Involvement

Helped with the production of a video supporting the special Olympics.

Sat on the Black Canyon High School Guiding Coalition.

Officers Attended Flag Day Ceremony.

Assisted the Gem Community Health Coalition with coordinating a curb extension study.

Participated in the "Movie Night to Unite" at the movie theater.

Attended the Seniors Center Ribbon Cutting ceremony.



# C A S E S U M M A R Y R E P O R T

From 06/01/2020 To 06/30/2020

## EMMETT POLICE DEPARTMENT

Date	Time	Initial Remarks
06/01/2020	12:16 am	PLACED A 32 YOA MALE ON A MENTAL HOLD
06/01/2020	11:43 am	CITED A 43 YOA MALE FOR DRIVING WITHOUT PRIVILIDGES
06/03/2020	11:00 am	
06/03/2020	3:22 pm	RESPONDED TO AN ANIMAL CRUELTY REPORT IN THE 300 BLK OF S BOISE AVE
06/04/2020	8:16 am	SERVED A MISDEMEANOR WARRANT AT THE JAIL
06/04/2020	8:22 am	RESPONDED TO A DOMESTIC BATTERY IN THE MONTE VISTA TRAILER COURT.
06/04/2020	11:00 am	INVESTIGATED A THEFT OF SERVICES AT ELKINS DENTAL.
06/04/2020	11:25 am	CITY ORDINANCE - POSSIBLE JUNK VEHICLE
06/04/2020	2:07 pm	CITY ORDINANCE - WEED VIOLATION
06/04/2020	10:42 pm	RESPONDED TO THE 400 BLK OF E 3RD FOR A GRAND THEFT
06/04/2020	11:12 pm	CITY ORDINANCE - WEED VIOLATION
06/05/2020	7:20 am	INVESTIGATED A THEFT OF FISHING POLES, MALICIOUS INJURY TO PROPERTY
06/06/2020	7:13 am	PLACED A 44 YOA MALE ON A MENTAL HOLD
06/06/2020	10:00 am	CITY ORDINANCE - WEED VIOLATION
06/06/2020	5:48 pm	RESPONDED TO AN ANIMAL CRUELTY CALL IN THE 400 BLK OF S WARDWELL AVE
06/06/2020	5:56 pm	CITY ORDINANCE - DOG LICENSING
06/06/2020	8:48 pm	INVESTIGATED A DOMESTIC BATTERY INVOLVING A 57 YOM AND 60 YOF, AND A BATTERY BETWEEN A 61 YOM AND A 60 YOF.
06/06/2020	8:48 pm	ARRESTED A 61 YOM FOR DUI
06/07/2020	12:22 pm	ARRESTED A 43 YOA MALE FOR A FELONY WARRANT
06/08/2020	1:34 pm	RESPONDED TO A IDENTITY THEFT CALL.
06/08/2020	3:44 pm	INVESTIGATED A FRAUD INVOLVING A 52 YOF SUSPECT
06/08/2020	4:20 pm	INVESTIGATED A NO CONTACT ORDER BY A 24 YOA MALE
06/08/2020	5:27 pm	REAR END COLLISION OF STOP VEHICLE
06/08/2020	10:15 pm	ARRESTED A 32 YOM FOR A WARRANT, DWP, NO INSURANCE 2ND
06/10/2020	3:30 pm	INVESTIGATED A NCO VIOLATION
06/11/2020	11:00 am	ASSISTED GEM COUNTY SHERIFFS OFFICE WITH A FEMALE PAT SEARCH
06/11/2020	2:26 pm	RESPONDED TO A DISTURBING THE PEACE AND STALKING 2ND DEGREE CALL.
06/11/2020	4:16 pm	CITED A 55 YOA MALE FOR CPO VIOLATION.
06/12/2020	12:30 am	RESPONDED TO TWO 911 HANG UPS
06/12/2020	5:15 am	RESPONDED TO VEHICLE BURGLARY
06/12/2020	12:10 pm	INVESTIGATED A HIT AND RUN CRASH INVOLVING A 26 YOF SUSPECT
06/13/2020	3:05 pm	ARRESTED A 18 YOA MALE FOR UNLAWFUL ENTRY, POSSESSION
06/14/2020	2:34 pm	INVESTIGATED A THEFT
06/14/2020	8:35 pm	INVESTIGATED INAPPROPRIATE KISS BETWEEN TWO 11 YOJ
06/15/2020	1:22 pm	ARRESTED A 34 YOM ON A FELONY WARRANT
06/16/2020	12:51 pm	ARRESTED A 22 YOA ON 2 WARRANT
06/16/2020	3:25 pm	INVESTIGATED SUSPICIOUS CIRCUMSTANCES
06/17/2020	10:21 am	RESPONDED TO A STOLEN VEHICLE CALL.
06/17/2020	6:14 pm	DESTRUCT OF FOUND MARIJUANA
06/17/2020	6:32 pm	ASSIST LT BARRY DUI INVESTIGATION
06/18/2020	6:25 am	RESPONDED TO A VANDALISM CALL.
06/18/2020	6:47 am	ARRESTED A 38 YOA MALE FOR MISD. WARRANT.
06/18/2020	7:37 am	ARRESTED A 34 YOA FEMALE FOR NO INSURANCE 2ND OFFENSE W/IN 5 YEARS.
06/18/2020	1:00 pm	CITY ORDINANCE - LICENSING & VIOLATION OF HOUSING A ROOSTER
06/19/2020	10:37 am	RESPONDED TO A NON-INJURY ACCIDENT
06/19/2020	10:48 am	INVESTIGATED CAR BURGLARY
06/21/2020	5:20 pm	INVESTIGATED A 2 VEHICLE PROPERTY DAMAGE TRAFFIC COLLISION
06/21/2020	6:10 pm	INVESTIGATED A 26 YOA MALE FOR POSSIBLE INJURY TO CHILD
06/21/2020	8:00 pm	INVESTIGATED A CHILD CUSTODY DISPUTE
06/22/2020	1:46 pm	ARRESTED A 24 YOA MALE FOR A WARRANT, RESIST/OBSTRUCT
06/22/2020	3:52 pm	INVESTIGATED INJURY TO PROPERTY BY 2 JUVINILES
06/22/2020	7:53 pm	ASSIST 255 WITH FELONY DUI



**CASE SUMMARY REPORT**

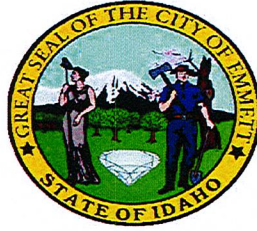
From 06/01/2020 To 06/30/2020

**EMMETT POLICE DEPARTMENT**

<b>Date</b>	<b>Time</b>	<b>Initial Remarks</b>
06/23/2020	11:40 am	PLACED A 32 YOA MALE ON A MENTAL HOLD
06/23/2020	1:00 pm	INVESTIGATED OUT OF STATE WIRE FRAUD
06/23/2020	8:12 pm	WARRANT SERVICE JUVENILE
06/23/2020	11:33 pm	FOUND DRUGS
06/24/2020	12:20 am	RESPONDED TO REPORT OF A BATTERY THAT WAS NOT IN PROGRESS
06/24/2020	11:10 am	CITY ORDINANCE - PARKING AND WEED VIOLATIONS
06/24/2020	1:07 pm	ASSISTED COUNTY WITH FELONY INVESTIGATION
06/24/2020	8:00 pm	RESPONDED TO A FRAUD CASE
06/25/2020	9:45 am	ARRESTED 30 YO MALE FOR FELONY PAROLE VIOLATION
06/25/2020	10:24 am	ARRESTED A 43 YOA MALE FOR A FELONY BENCH WARRANT
06/25/2020	11:00 am	CITY ORDINANCE - JUNK VEHICLE VIOLATION
06/25/2020	12:30 pm	CITY ORDINANCE - ROOSTER PRESENT VIOLATION
06/25/2020	1:17 pm	CITY ORDINANCE - LIVING IN RV ON RESIDENTIAL PROPERTY
06/26/2020	3:00 pm	ARRESTED A 26 YOM FOR A WARRANT
06/26/2020	7:39 pm	ARRESTED 27 YOA FEMALE FOR MISD WARRANT
06/26/2020	8:00 pm	ARRESTED A 21 YOM ON TWO WARRANTS
06/27/2020	5:29 am	INVESTIGATED 2 CHOCOLATE LABS - DOG AT LARGE
06/27/2020	3:05 pm	CITED A 24 YOM FOR NO PROOF OF INSURANCE 2ND
06/29/2020	2:46 pm	ASSISTED OTHER AGENCY WITH SEXUAL ASSAULT
06/29/2020	2:55 pm	INVESTIGATED FAIL TO REGISTER
06/29/2020	10:12 pm	INVESTIGATED HARASSING NOTES BY UNKNOWN MALE
06/30/2020	12:07 pm	INVESTIGATED A MALICIOUS INJURY TO PROPERTY TO A CAMPER TRAILER
06/30/2020	12:07 pm	ARRESTED 56 YOA MALE FOR A MISDEMEANOR WARRANT
06/30/2020	4:55 pm	INVESTIGATED A THEFT FROM A VEHICLE

Count: 76

\*\*\*\*\*END OF REPORT\*\*\*\*\*



## CITY ORDINANCE June Report

	NEW	RESOLVED	OUTSTANDING
Junk / Abandoned Vehicles	7	8	19
Parking Violations	3	4	3
Prohibited Accumulations	0	1	4
Sidewalk Obstruction	2	3	0
Weeds/Trees	42	63	8
Animals Present / No permit	8	14	8
*Misc. Other	24	20	3
Citizen Complaint	23		
Officer Initiated	63		

\*Description of Misc Other -

## City's Strategic Pillars

7/28/2020

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With a adequate infrastructure for growth

### Public Works Goals

- Implement Airport Pavement, and Master Capital Improvement Plan. **25%**
- Create Cemetery Master Plan. **5% on hold**
- Create Road Improvement Plan to provide for Safe Route planning for pedestrians, bicycles and motor vehicles. **60%**
- Replace all water distribution lines less than 6" in diameter to meet mandatory minimum main line size requirement. **50%**
- Reduce I&I inside sewer collection lines to less than 50% of current rate per Sewer Capital Improvement Plan. **50%**
- Upgrade Wastewater Treatment Plant Influent Screen. **70%**
- Hawthorne lift station upgrade. **65%**

### **Expenditures requiring authorization / purpose of expenditure**

- 07/01/20 FERGUSON WATER WORKS, JOHNS PROJECT - \$13,879.32
- 06/18/20 KELLER ASSOCIATES, 12<sup>TH</sup> ST BOOSTER - \$21,590.00
- 06/16/20 SAWCUTTING SPECIALTIES, INC, PW - \$5,099.20
- 6/23/20 IXOM WATERCARE INC, WWTP - \$9,880.00

### **Training last 30 days**

- None

### Accomplishments since last report

1. Installed 60" Vault for influent pump system at WWTP
2. Installed new HVAC system at City Hall
3. ITEM TO NOTE: ITD Washington Ave Rehab project has been completed.
4. Construction at Payette River Orchards has started. Pre-Construction meeting has been attended.
5. Installed Fiber conduit at sub and 12<sup>th</sup> headed to Payette river orchards subdivision
6. Extended Fiber Conduit to Wastewater Treatment Plant
7. Cleaning aeration basin and clarifier was completed

### Plan for next 30 days

1. Looking into Gem County Recreation District's Quit Claim Deed on pool property.
2. Working on drainage issues at Boise Ave
3. Upgrade of Bray Valves at Wastewater treatment plant underway
4. Assessing Golf Course property asset
5. Finalizing LHTAC - 14393 S. Johns Ave. 4<sup>th</sup> to 12<sup>th</sup> St final plan design & budget for construction.
6. Continue with 12" water transmission mainlines along with new 8" water mainline replacement with new 1" water service down S Johns Avenue from 1<sup>st</sup> Street going south.
7. Sewer manhole - grout and/or replacement for those leaking water
8. Repair bad water valves and water valve boxes
9. Water valve exercising for all water distribution valves.

*This report does NOT contain any data required by ordinance or statute...that is covered in a separate report*

**City's Strategic Pillars**

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With adequate infrastructure for growth

**Systems Admin Goals (with percentage of completion to date)**

- Complete fiber optic network to inner city facilities. WWTP is on deck. **80% Most conduit complete.**
- Migrate all servers to cloud over the next 5 years. **35% SysAdmin, Library, Public Works converted to SharePoint cloud storage. Clerks are on deck. Neptune 360 water software also in process of switching.**
- Complete Geographic Information System mapping of all city infrastructure assets (ongoing). **35% Section of city water meters need to be completed.**
- Install fiber to additional nodes and cameras on east side complex of the City Park. **55% Fiber pulling on 7-16-20. Then termination, wifi, and camera installs**

**Expenditures requiring authorization from higher and purpose of expenditure**

- None

**Training last 30 days**

- None

**No less than Top Ten Accomplishments since last report**

1. Commerce CARES Act Broadband grant submittal
2. Fiber Cable pulled between Courthouse/City Hall
3. New AVL mapping for first responders
4. Assist City of Greenleaf with broadband grant guidance
5. Assist Owyhee County with broadband grant guidance
6. Update digline zone maps for Industrial Park area
7. Clean cameras
8. Purchase/setup new library computer from grant
9. Update Cradlepoint licenses
10. Replace broken monitor water plant
11. Finish last network video recorder for cameras upgrade
12. GIS Pressure sewer line and meters Industrial Park
13. Program network switch for East Side of park equipment
14. PD apps server failure and recover
15. GIS fire hydrants, naming convention, map book creation
16. New virtual server hosts setup x3
17. Final turn up of Utah Reference Network base station
18. Wifi door lock install parks building
19. Door locks install council chambers
20. Electrical for fiber cabinet complete for Park East Side

**Plan for next 30 days**

21. E-Ticket equipment	22. Fiber termination court house/city hall
23. Verizon Master License Agreement	24. Council chambers upgrade
25. Clerks Sharepoint preparation	26. Document all switch ports network (ongoing)
27. Preparation for Neptune 360 conversion	28. Public works room quotes/plan
29. Pull fiber to east side of park	30. Test new Mikrotiks for public safety cars
31. Last two PD desktop replacements	32. Fiber GIS plan update, adopt naming convention