

CITY OF EMMETT, IDAHO

**Report on Audited
Basic
Financial Statements
and
Supplemental Information**

For the Year Ended September 30, 2018

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Independent Auditor's Report

To the Honorable Mayor and
City Council
City of Emmett, Idaho

Report on Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Emmett, Idaho (the City), as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Emmett, Idaho, as of September 30, 2018, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information, schedule of City's proportionate share of net pension liability, and schedule of City contributions on pages 36 through 40 presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has not presented management's discussion and analysis that governmental accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise City of Emmett, Idaho's basic financial statements. The schedules of revenues by source, expenditures by object, and the combining nonmajor fund financial statements, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The schedules of revenues by source, expenditures by object, and the combining nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedules of revenues by source, expenditures by object, and the combining nonmajor fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 25, 2019, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Zwysart John & Associates, PLLC

Caldwell Idaho
February 25, 2019

City of Emmett, Idaho
Statement of Net Position
September 30, 2018

	Governmental Activities	Business-type Activities	Total
Assets			
Current Assets:			
Cash and Cash Equivalents	\$ 2,579,347	\$ 6,449,429	\$ 9,028,776
Accounts Receivable, Net	4,104	349,647	353,751
Taxes Receivable, Net	82,074	1,738	83,812
Due from Other Governments	141,336	-	141,336
Prepaid Items	21,396	13,434	34,830
Total Current Assets	2,828,257	6,814,248	9,642,505
Noncurrent Assets:			
Restricted Cash	-	807,303	807,303
Capital Assets:			
Land and Construction in Progress	239,742	579,674	819,416
Buildings, Net	528,279	193,219	721,498
Equipment, Net	270,146	186,827	456,973
Improvements, Net	1,614,745	19,598,168	21,212,913
Intangible Assets, Net	-	169,018	169,018
Total Noncurrent Assets	2,652,912	21,534,209	24,187,121
Total Assets	5,481,169	28,348,457	33,829,626
Deferred Outflows			
Pension Related Items	137,311	112,346	249,657
Total Deferred Outflows	137,311	112,346	249,657
Liabilities			
Current Liabilities:			
Accounts Payable	82,038	111,709	193,747
Deposits from Others	-	256	256
Accrued Interest	-	51,807	51,807
Long-term Liabilities:			
Due Within One Year:			
Bonds and Notes Payable	-	304,525	304,525
Compensated Absences	35,083	17,690	52,773
Due in More than One Year:			
Bonds and Notes Payable	-	12,164,811	12,164,811
Net Pension Liability	508,449	416,003	924,452
Total Liabilities	696,306	13,108,834	13,805,140
Deferred Inflows			
Pension Related Items	157,159	128,585	285,744
Total Deferred Inflows	157,159	128,585	285,744
Net Position			
Net Investment in Capital Assets	2,652,912	8,257,570	10,910,482
Restricted for:			
Debt Service	-	807,303	807,303
Other Purposes	439,804	-	439,804
Unrestricted (Deficit) Surplus	1,672,299	6,158,511	7,830,810
Total Net Position	\$ 4,765,015	\$ 15,223,384	\$ 19,988,399

The accompanying notes are an integral
part of the financial statements.

City of Emmett, Idaho
Statement of Activities
For the Year Ended September 30, 2018

	Program Revenues			Net (Expense) Revenue and Changes in Net Position			
	Expenses	Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Primary Government:							
Governmental Activities:							
General Government	\$ 844,383	\$ 195,151	\$ -	\$ -	\$ (649,232)	\$ -	\$ (649,232)
Public Safety	1,577,960	-	17,657	-	(1,560,303)	-	(1,560,303)
Roads and Streets	559,580	-	117,262	-	(442,318)	-	(442,318)
Library	212,526	-	-	-	(212,526)	-	(212,526)
Other	5	-	-	-	(5)	-	(5)
Interest on Long-term Debt	1,485	-	-	-	(1,485)	-	(1,485)
Total Governmental Activities	3,195,939	195,151	134,919	-	(2,865,869)	-	(2,865,869)
Business-type Activities:							
Water	1,620,205	1,761,633	-	-	-	141,428	141,428
Sewer	2,292,999	2,221,650	-	-	-	(71,349)	(71,349)
Sanitation	486,522	521,226	-	-	-	34,704	34,704
Other Activities	102,092	84,390	-	-	-	(17,702)	(17,702)
Total Business-type Activities	4,501,818	4,588,899	-	-	-	87,081	87,081
Total Primary Government	\$ 7,697,757	\$ 4,784,050	\$ 134,919	\$ -	(2,865,869)	87,081	(2,778,788)
General Revenues:							
Property Taxes					1,642,186	34,245	1,676,431
Intergovernmental					1,067,084	-	1,067,084
Interest					30,794	98,590	129,384
Other					303,211	-	303,211
Transfers					139,620	(139,620)	-
Total General Revenues and Special Items					3,182,895	(6,785)	3,176,110
Change in Net Position					317,026	80,296	397,322
Net Position, Beginning of Year					4,447,989	15,143,088	19,591,077
Net Position, End of Year					\$ 4,765,015	\$ 15,223,384	\$ 19,988,399

The accompanying notes are an integral part of the financial statements.

City of Emmett, Idaho
Balance Sheet -
Governmental Funds
September 30, 2018

	General	Roads and Streets	Other Governmental Funds	Total Governmental Funds
Assets				
Cash and Cash Equivalents	\$ 2,109,773	\$ 240,903	\$ 228,671	\$ 2,579,347
Receivables, Net:				
Property Taxes	70,137	3,474	8,463	82,074
Accounts	-	4,104	-	4,104
Due from Other Governments	141,336	-	-	141,336
Prepaid Items	18,696	1,716	984	21,396
Total Assets	\$ 2,339,942	\$ 250,197	\$ 238,118	\$ 2,828,257
Liabilities				
Accounts Payable	\$ 56,225	\$ 24,970	\$ 843	\$ 82,038
Wages Payable	59,035	6,122	5,579	70,736
Total Liabilities	115,260	31,092	6,422	152,774
Deferred Inflows				
Unearned Revenue - Property Tax	64,622	3,200	7,797	75,619
Total Deferred Inflows	64,622	3,200	7,797	75,619
Fund Balances				
Nonspendable	18,696	1,716	984	21,396
Restricted	-	214,189	222,915	437,104
Unassigned	2,141,364	-	-	2,141,364
Total Fund Balances	2,160,060	215,905	223,899	2,599,864
Total Liabilities, Deferred Inflows, and Fund Balances	\$ 2,339,942	\$ 250,197	\$ 238,118	\$ 2,828,257

The accompanying notes are an integral
part of the financial statements.

City of Emmett, Idaho
 Reconciliation of the Balance Sheet of the
 Governmental Funds to the Statement of Net Position
 September 30, 2018

Total Fund Balances - Governmental Funds \$ 2,599,864

Amounts reported for governmental activities in the Statement of Net Position are different because of the following:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in governmental funds. The cost of assets consist of:

Land and Construction in Progress	\$ 239,742	
Buildings, Net of \$791,663 Accumulated Depreciation	528,279	
Equipment, Net of \$1,734,176 Accumulated Depreciation	270,146	
Improvements, Net of \$1,540,135 Accumulated Depreciation	<u>1,614,745</u>	
		2,652,912

Property taxes receivable will be collected this year, but are not available soon enough to pay for current period's expenditures, and, therefore, are unearned in the funds. 75,619

Long-term liabilities, applicable to the City's governmental activities, are not due and payable in the current period and, accordingly, are not reported as fund liabilities. Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due. All liabilities - both current and long-term - are reported in the Statement of Net Position.

Compensated Absences (35,083)

The District participates in the Public Employer Retirement System of Idaho, which is a cost-sharing plan. As a participant they are required to report their share of the Net Pension Liability and the related deferred inflows and outflows on their Statement of Net Position.

Net Pension Liability	\$ (508,449)	
Pension Related Deferred Inflows	(157,159)	
Pension Related Deferred Outflows	<u>137,311</u>	
		<u>(528,297)</u>

Net Position of Governmental Activities \$ 4,765,015

The accompanying notes are an integral
 part of the financial statements.

City of Emmett, Idaho
Statement of Revenues, Expenditures, and
Changes in Fund Balances -
Governmental Funds
For the Year Ended September 30, 2018

	General	Roads and Streets	Other Governmental Funds	Total Governmental Funds
Revenues				
Property Taxes	\$ 1,403,487	\$ 70,365	\$ 169,197	\$ 1,643,049
Licenses and Permits	195,151	-	-	195,151
Intergovernmental	788,767	404,702	8,534	1,202,003
Interest	30,794	-	-	30,794
Other	182,075	75,664	45,472	303,211
Total Revenues	<u>2,600,274</u>	<u>550,731</u>	<u>223,203</u>	<u>3,374,208</u>
Expenditures				
Current:				
General Government	806,439	-	-	806,439
Public Safety	1,609,214	-	27	1,609,241
Roads and Streets	5,741	418,994	-	424,735
Library	-	-	206,745	206,745
Other	-	-	5	5
Capital Outlay	12,098	69,753	-	81,851
Total Expenditures	<u>2,433,492</u>	<u>488,747</u>	<u>206,777</u>	<u>3,129,016</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>166,782</u>	<u>61,984</u>	<u>16,426</u>	<u>245,192</u>
Other Financing Resources (Uses)				
Transfers In	89,620	50,000	-	139,620
Total Other Financing Sources (Uses)	<u>89,620</u>	<u>50,000</u>	<u>-</u>	<u>139,620</u>
Net Change in Fund Balances	<u>256,402</u>	<u>111,984</u>	<u>16,426</u>	<u>384,812</u>
Fund Balances - Beginning	1,903,658	103,921	207,473	2,215,052
Fund Balances - Ending	<u>\$ 2,160,060</u>	<u>\$ 215,905</u>	<u>\$ 223,899</u>	<u>\$ 2,599,864</u>

The accompanying notes are an integral
part of the financial statements.

City of Emmett, Idaho
 Reconciliation of the Statement of Revenues,
 Expenditures, and Changes in Fund Balances of the
 Governmental Funds to the Statement of Activities
 For the Year Ended September 30, 2018

Total Net Change in Fund Balance - Governmental Funds \$ 384,812

Amounts reported for governmental activities in the Statement of Activities are different because of the following:

Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their useful lives as depreciation expense. Because of this, gains or losses on disposals only appear in the Statement of Activities as well. In the

Capital Outlay	\$ 141,073	
Depreciation Expense	(230,733)	
Net	(89,660)	(89,660)

Because some property taxes will not be collected for several months after the City's fiscal year ends, they are not considered as "available" revenues in the governmental funds and are, instead, counted as unearned tax revenues. They are, however, recorded as revenues in the Statement of Activities. (863)

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.

Change in Accrued Interest		(1,485)
Repayment of Bond and Municipal Lease Principal		-

Compensated absences reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. This amount represents the net change in compensated absences. (2,973)

The District participates in the Public Employer Retirement System of Idaho, which is a cost-sharing plan. As a participant they are required to report their share of the Net Pension Liability and the related deferred inflows and outflows on their Statement of net Position. The changes in the Net Pension Liability and the related deferred inflows and outflows does not affect the governmental funds, but are reported in the Statement of Activities.

	27,195	
Change in Net Position of Governmental Activities	\$ 317,026	

The accompanying notes are an integral part of the financial statements.

City of Emmett, Idaho
Statement of Net Position - Proprietary Funds
September 30, 2018

Assets	<u>Water</u>	<u>Sewer</u>	<u>Sanitation</u>	<u>Other</u>	<u>Total</u>
Current Assets:					
Cash and Cash Equivalents	\$ 2,921,685	\$ 3,203,837	\$ 150,841	\$ 173,066	\$ 6,449,429
Accounts Receivable, Net	140,649	164,189	44,809	-	349,647
Taxes Receivable, Net	-	-	-	1,738	1,738
Prepaid Items	5,864	5,725	1,242	603	13,434
Total Current Assets	<u>3,068,198</u>	<u>3,373,751</u>	<u>196,892</u>	<u>175,407</u>	<u>6,814,248</u>
Noncurrent Assets:					
Restricted Cash	173,884	633,419	-	-	807,303
Capital Assets:					
Land and Construction in Progress	184,477	385,197	-	10,000	579,674
Buildings, Net	146,064	-	-	47,155	193,219
Equipment, Net	85,572	91,389	-	9,866	186,827
Improvements, Net	3,587,968	15,993,837	-	16,363	19,598,168
Intangible Assets, Net	6,336	162,682	-	-	169,018
Total Noncurrent Assets	<u>4,184,301</u>	<u>17,266,524</u>	<u>-</u>	<u>83,384</u>	<u>21,534,209</u>
Total Assets	<u>7,252,499</u>	<u>20,640,275</u>	<u>196,892</u>	<u>258,791</u>	<u>28,348,457</u>
Deferred Outflows					
Pension Related Items	49,931	54,925	2,497	4,993	112,346
Total Deferred Outflows	<u>49,931</u>	<u>54,925</u>	<u>2,497</u>	<u>4,993</u>	<u>112,346</u>
Liabilities					
Current Liabilities:					
Wages Payable	17,766	19,701	2,160	2,406	42,033
Accounts Payable	79,549	30,705	567	888	111,709
Accrued Interest	51,807	-	-	-	51,807
Deposits From Others	256	-	-	-	256
Compensated Absences	8,692	7,235	221	1,542	17,690
Current Portion - Debt	83,127	221,398	-	-	304,525
Total Current Liabilities	<u>241,197</u>	<u>279,039</u>	<u>2,948</u>	<u>4,836</u>	<u>528,020</u>
Long-term Liabilities:					
Bonds and Leases Payable	2,764,583	9,400,228	-	-	12,164,811
Net Pension Liability	184,890	203,379	9,245	18,489	416,003
Total Long-term Liabilities	<u>2,949,473</u>	<u>9,603,607</u>	<u>9,245</u>	<u>18,489</u>	<u>12,580,814</u>
Total Liabilities	<u>3,190,670</u>	<u>9,882,646</u>	<u>12,193</u>	<u>23,325</u>	<u>13,108,834</u>
Deferred Inflows					
Pension Related Items	57,149	62,864	2,857	5,715	128,585
Total Deferred Inflows	<u>57,149</u>	<u>62,864</u>	<u>2,857</u>	<u>5,715</u>	<u>128,585</u>
Net Position					
Net Investment in Capital Assets	1,162,707	7,011,479	-	83,384	8,257,570
Restricted for Debt Service	173,884	633,419	-	-	807,303
Unrestricted	2,718,020	3,104,792	184,339	151,360	6,158,511
Total Net Position	<u>\$ 4,054,611</u>	<u>\$ 10,749,690</u>	<u>\$ 184,339</u>	<u>\$ 234,744</u>	<u>\$ 15,223,384</u>

The accompanying notes are an integral
part of the financial statements.

City of Emmett, Idaho
Statement of Revenues, Expenses, and Changes
in Fund Net Position - Proprietary Funds
For the Year Ended September 30, 2018

	Water	Sewer	Sanitation	Other	Total
Operating Revenues					
Charges for Services	\$ 1,590,825	\$ 2,006,282	\$ 521,186	\$ 84,215	\$ 4,202,508
Surcharge	57,706	-	-	-	57,706
Hook Ups	96,760	130,820	-	-	227,580
Property Tax	-	-	-	34,245	34,245
Other	16,342	84,548	40	175	101,105
Total Operating Revenues	<u>1,761,633</u>	<u>2,221,650</u>	<u>521,226</u>	<u>118,635</u>	<u>4,623,144</u>
Operating Expenses					
Salaries and Benefits	545,945	457,601	31,031	66,565	1,101,142
Contractor Services	29,078	6,906	444,925	-	480,909
Maintenance and Operations	635,046	605,513	10,566	30,477	1,281,602
Depreciation	300,103	851,371	-	5,050	1,156,524
Total Operating Expenses	<u>1,510,172</u>	<u>1,921,391</u>	<u>486,522</u>	<u>102,092</u>	<u>4,020,177</u>
Operating Income (Loss)	<u>251,461</u>	<u>300,259</u>	<u>34,704</u>	<u>16,543</u>	<u>602,967</u>
Nonoperating Revenues (Expenses)					
Interest Earned	46,499	47,607	2,539	1,945	98,590
Interest Expense	(110,033)	(371,608)	-	-	(481,641)
Total Nonoperating Revenues (Expenses)	<u>(63,534)</u>	<u>(324,001)</u>	<u>2,539</u>	<u>1,945</u>	<u>(383,051)</u>
Income (Loss) Before Transfers	<u>187,927</u>	<u>(23,742)</u>	<u>37,243</u>	<u>18,488</u>	<u>219,916</u>
Transfers					
Transfers Out	(44,810)	(44,810)	(50,000)	-	(139,620)
Net Transfers	<u>(44,810)</u>	<u>(44,810)</u>	<u>(50,000)</u>	<u>-</u>	<u>(139,620)</u>
Change in Net Position	143,117	(68,552)	(12,757)	18,488	80,296
Net Position - Beginning	3,911,494	10,818,242	197,096	216,256	15,143,088
Net Position - Ending	<u>\$ 4,054,611</u>	<u>\$ 10,749,690</u>	<u>\$ 184,339</u>	<u>\$ 234,744</u>	<u>\$ 15,223,384</u>

The accompanying notes are an integral
part of the financial statements.

City of Emmett, Idaho
Statement of Cash Flows -
Proprietary Funds
For the Year Ended September 30, 2018

	Water	Sewer	Sanitation	Other	Total
Cash Flows From Operating Activities					
Receipts from Customers	\$ 1,751,289	\$ 2,139,060	\$ 519,649	\$ 84,342	\$ 4,494,340
Payments to Suppliers for Goods or Services	(581,626)	(583,344)	(455,648)	(29,146)	(1,649,764)
Payments to Employees for Services	(536,050)	(447,227)	(29,385)	(64,644)	(1,077,306)
Other Cash Receipts	16,342	84,548	40	34,420	135,350
Net Cash Provided (Used) by Operating Activities	<u>649,955</u>	<u>1,193,037</u>	<u>34,656</u>	<u>24,972</u>	<u>1,902,620</u>
Cash Flows From Noncapital Financing Activities					
Transfers In (Out)	(44,810)	(44,810)	(50,000)	-	(139,620)
Net Cash Provided (Used) by Noncapital Financing Activities	<u>(44,810)</u>	<u>(44,810)</u>	<u>(50,000)</u>	<u>-</u>	<u>(139,620)</u>
Cash Flows From Capital and Related Financing Activities					
Purchases and Construction of Capital Assets	(134,585)	(226,146)	-	(16,735)	(377,466)
Sale of Capital Assets	15,789	12,000	-	-	27,789
Principal Paid on Capital Debt	(80,988)	(218,333)	-	-	(299,321)
Interest Paid on Capital Debt	(111,501)	(371,608)	-	-	(483,109)
Net Cash Used by Capital and Related Financing Activities	<u>(311,285)</u>	<u>(804,087)</u>	<u>-</u>	<u>(16,735)</u>	<u>(1,132,107)</u>
Cash Flows From Investing Activities					
Interest and Dividends	46,499	47,607	2,539	1,945	98,590
Net Increase in Cash and Cash Equivalents	340,359	391,747	(12,805)	10,182	729,483
Cash and Cash Equivalents, Beginning	<u>2,755,210</u>	<u>3,445,509</u>	<u>163,646</u>	<u>162,884</u>	<u>6,527,249</u>
Cash and Cash Equivalents, Ending	<u>\$ 3,095,569</u>	<u>\$ 3,837,256</u>	<u>\$ 150,841</u>	<u>\$ 173,066</u>	<u>\$ 7,256,732</u>
Displayed As:					
Cash and Cash Equivalents	\$ 2,921,685	\$ 3,203,837	\$ 150,841	\$ 173,066	\$ 6,449,429
Restricted Cash	173,884	633,419	-	-	807,303
	<u>\$ 3,095,569</u>	<u>\$ 3,837,256</u>	<u>\$ 150,841</u>	<u>\$ 173,066</u>	<u>\$ 7,256,732</u>

The accompanying notes are an integral
part of the financial statements.

City of Emmett, Idaho
Statement of Cash Flows -
Proprietary Funds (continued)
For the Year Ended September 30, 2018

	Water	Sewer	Sanitation	Other	Total
Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities:					
Operating Income (Loss)	\$ 251,461	\$ 300,259	\$ 34,704	\$ 16,543	\$ 602,967
Adjustments to Reconcile Operating Income to Net Cash Provided (Used) by Operating Activities:					
Depreciation	300,103	851,371	-	5,050	1,156,524
Changes in Assets and Liabilities:					
(Increase) Decrease in Accounts Receivable	6,406	1,958	(1,537)	127	6,954
(Increase) Decrease in Prepaid Items	2,949	(1,630)	(724)	443	1,038
(Increase) Decrease in Deferred Outflows	(267)	(295)	(15)	(27)	(604)
Increase (Decrease) in Accrued Payroll and Benefits	17,766	19,701	2,160	2,406	42,033
Increase (Decrease) in Customer Deposits	(408)	-	-	-	(408)
Increase (Decrease) in Compensated Absences	2,017	1,552	(18)	504	4,055
Increase (Decrease) in Net Pension Liability	(9,205)	(10,127)	(460)	(920)	(20,712)
Increase (Decrease) in Deferred Inflows	(416)	(457)	(21)	(42)	(936)
Net Cash Provided by Operating Activities	<u>\$ 649,955</u>	<u>\$ 1,193,037</u>	<u>\$ 34,656</u>	<u>\$ 24,972</u>	<u>\$ 1,902,620</u>

The accompanying notes are an integral part of the financial statements.

City of Emmett, Idaho
Statement of Fiduciary Net Position
- Fiduciary Funds
September 30, 2018

	<u>Late Comers Trust</u>	<u>Development Engineering</u>	<u>Downtown Improvement District</u>	<u>Total Private Purpose Trust Funds</u>
Assets				
Cash	\$ 500	\$ 11,357	\$ 1,911	\$ 13,768
Liabilities				
Accounts Payable	-	-	-	-
Net Position				
Net Position Held in Trust	<u>\$ 500</u>	<u>\$ 11,357</u>	<u>\$ 1,911</u>	<u>\$ 13,768</u>

The accompanying notes are an integral part of the financial statements.

City of Emmett, Idaho
Statement of Changes in Fiduciary Net Position
- Fiduciary Funds
For the Year Ended September 30, 2018

	<u>Late Comers Trust</u>	<u>Development Engineering</u>	<u>Downtown Improvement District</u>	<u>Total Private Purpose Trust Funds</u>
Additions				
Fees Held in Trust	\$ 500	\$ -	\$ -	\$ 500
Total Additions	<u>500</u>	<u>-</u>	<u>-</u>	<u>500</u>
Deductions				
Total Deductions	<u>-</u>	<u>867</u>	<u>-</u>	<u>867</u>
Change in Net Position	500	(867)	-	(367)
Net Position - Beginning	-	12,224	1,911	14,135
Net Position - Ending	<u>\$ 500</u>	<u>\$ 11,357</u>	<u>\$ 1,911</u>	<u>\$ 13,768</u>

The accompanying notes are an integral
part of the financial statements.

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The accompanying financial statements present the activities of City of Emmett, Idaho (the City), which has responsibility and control over all activities related to public safety, roads and streets, library, and water and sewer services within the City. The City receives funding from local, state, and federal government sources and must comply with all of the requirements of these funding source entities. However, the City is not included in any other governmental reporting entity as defined by generally accepted accounting principles. Board members are elected by the public and have decision-making authority, the power to designate management, the ability to significantly influence operations, and the primary accountability for fiscal matters. In addition, the City's reporting entity does not contain any component units as defined by the Governmental Accounting Standards Board.

B. Basis of Presentation, Basis of Accounting

Basis of Presentation

Government-wide Statements: The Statement of Net Position and the Statement of Activities display information about the financial activities of the City, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between the governmental and business-type activities of the City. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The Statement of Activities presents a comparison between direct expenses and program revenues for each activity of the business-type activities of the City and for each function of the City's governmental activities.

- Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function.
- Indirect expenses—expenses of the general government related to the administration and support of the City's programs, such as personnel and accounting (but not interest on long-term debt)—are allocated to programs based on their percentage of total primary government expenses. Interest expenses are allocated to the programs that manage the capital assets financed with long-term debt for business-type activities.

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

- Program revenues include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes and state formula aid, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the City's funds, including fiduciary funds. Separate statements for each fund category—*governmental, proprietary, and fiduciary*—are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds.

The City reports the following major governmental funds:

- *General fund.* This is the City's primary operating fund. It accounts for all financial resources of the City, except those required to be accounted for in another fund.
- *Roads and Streets fund.* This fund accounts for repairs and maintenance of roads and construction of new roads. Restricted revenue received in this fund is to be used for this purpose.

Proprietary fund operating revenues and expenses are related to providing water and sewer services to the residents and businesses of the City and providing services to other parts of the City government. Revenues and expenses that arise from capital and non-capital financing activities and from investing activities are presented as non-operating revenues or expenses.

The City reports the following major enterprise funds:

- *Water fund.* This fund accounts for the activities of the City's water supply system, pumping stations, and collection systems.
- *Sewer fund.* This fund accounts for the operations and collections of the City's sewer system.
- *Sanitation fund.* The City acts as an intermediary in billing and collecting revenue from the local citizens for the sanitation company.

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Fiduciary Funds – The City is the trustee, or fiduciary, for the Late Comers Trust, Development Engineering, and the Downtown Improvement District, Private-Purpose Trust Funds. The City is responsible for ensuring that the assets reported in these funds are used for their intended purposes. All of the City's fiduciary activities are reported in a separate Statement of Fiduciary Net Position and a Statement of Changes in Fiduciary Net Position.

Basis of Accounting

The government-wide, proprietary, and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Nonexchange transactions, in which the City receives value without directly giving equal value in return, include property taxes, grants, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers all revenues reported in the governmental funds to be available if they are collected within sixty days after year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, and claims and judgments, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term liabilities and acquisitions under capital leases are reported as other financing sources.

Fund Balance Reporting in Governmental Funds

Different measurement focuses and bases of accounting are used in the government-wide Statement of Net Position and in the governmental fund Balance Sheet.

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (continued)

The City uses the following fund balance categories in the governmental fund financial statements:

- *Nonspendable*. Prepaid items that are permanently precluded from conversion to cash.
- *Restricted*. Balances constrained to a specific purpose by enabling legislation, external parties, or constitutional provisions.
- *Unassigned*. Balances available for any purpose.

The remaining fund balance classifications (committed and assigned) are either not applicable or no formal policy has yet been established to be able to utilize such classifications of fund balance. However, if there had been committed funds, these amounts would have been decided by the City Council, the City's highest level of decision making authority, through a formal action. The City Council would also have the authority to assign funds or authorize another official to do so.

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants, and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position/fund balance available to finance the program. When both restricted and unrestricted resources are available for use, it is the government's intent to use restricted resources first, then unrestricted resources as they are needed.

There is also no formal policy regarding the use of committed, assigned, or unassigned fund balances. However, it is the City's intent that when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, the City considers committed amounts to be reduced first, followed by assigned amounts, and then unassigned amounts.

The fund balance in the nonmajor governmental funds are restricted by outside donors and grants for enrichment of the City's Art Commission Fund, Library Fund, and other funds have been restricted for use towards the City's health insurance.

C. Assets and Liabilities

Cash Equivalents

The City requires all cash belonging to the City to be placed in custody of the Clerk. A "Pooled Cash" concept is therefore used in maintaining the cash and investment accounts in the accounting records. Under this method, cash is pooled for investment purposes and each fund has equity in the pooled amount. All cash

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

and investment accounts with an original maturity of three months or less and all monies invested in the local government investment pool are considered to be cash and cash equivalents. See Note 2.

Receivables

All trade and property tax receivables are shown net of an allowance for uncollectible accounts.

Property Tax Calendar

The City receives property tax revenue from Gem County. The county is responsible for property valuation and collection of tax levies. The taxes that have not been remitted to the City by the county as of September 30, 2018, are considered by the City as a receivable.

Taxes not collected within 60 days after September 30, 2018, are not considered available for use by the City and are recorded as unearned revenue in the fund financial statements.

The City levies its real property taxes through the county in September of each year based upon the assessed valuation as of the previous July 1. Property taxes are due in two installments on December 20 and June 20 and are considered delinquent on January 1 and July 1, at which time the property is subject to lien.

Capital Assets

Capital assets are reported at actual or estimated historical cost based on appraisals or deflated current replacement cost. Contributed assets are reported at estimated fair value at the time received.

Capitalization thresholds (the dollar value above which asset acquisitions are added to the capital asset accounts), depreciation methods, and estimated useful lives of capital assets reported in the government-wide statements and proprietary funds are shown below:

	Capitalization <u>Policy</u>	Depreciation <u>Method</u>	Estimated <u>Useful Life</u>
Buildings and Improvements	\$5,000	Straight-Line	15 – 66 Years
Equipment and Vehicles	\$5,000	Straight-Line	5 – 25 Years

General infrastructure assets acquired prior to October, 2003, are not reported in the basic financial statements. General infrastructure assets include all roads and bridges and other infrastructure assets acquired subsequent to October 1, 2003.

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Depreciation is used to allocate the actual or estimated historical cost of all capital assets over their estimated useful lives.

Bond Issuance Costs, Premiums/Discounts, Deferred Losses on Refunding

In the government-wide financial statements and in the proprietary funds in the fund financial statements, long-term debt, and other long-term obligations are reported as assets or liabilities. Bond premiums and discounts, deferred losses on refunding, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount and deferred loss on refunding. Unamortized bond issuance costs are reported as intangible assets and amortized over the term of the related debt.

Restricted Assets – Proprietary Funds

Certain proceeds and resources are set aside and classified as restricted assets on the balance sheet because their use is limited by city ordinance and by the City Council. In the Water fund, the bond and interest redemption accounts are used to report resources set aside to be used for payment of bond principal and interest. It also includes the bond reserve account, which is used to report resources set aside to be used for payment of bond principal and interest, if amounts are not sufficient for such purposes in the bond and interest redemption account. Also, in the Water fund, the customer deposit account is used to report resources received from users of the utility system. These deposits are to be returned to the customer when leaving the system, provided all utility bills are paid current.

Pensions

For purposes of measuring the net pension liability and pension expense, information about the fiduciary net position of the Public Employee Retirement System of Idaho Base Plan (Base Plan) and additions to/deductions from Base Plan's fiduciary net position have been determined on the same basis as they are reported by the Base Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

2. CASH AND INVESTMENTS

Deposits

As of September 30, 2018, the carrying amount of the City's deposits was \$882,886 and the respective bank balances totaled \$1,044,848. \$799,021 of the total bank balance was insured or collateralized with pooled securities held by the pledging institution in the name of the City.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned. As of September 30, 2018, \$245,827 of the City's deposits were not covered by federal depository insurance or by collateral held by the City's agent or pledging financial institution's trust department or agent in the name of the City, and thus were exposed to custodial credit risk. The City also keeps \$1,455 of cash on hand. The City does not have a formal policy limiting its exposure to custodial credit risk.

Custodial Credit Risk – Investments

Custodial credit risk is the risk that an issuer or other counter party to an investment will not fulfill its obligations. The City does not have a formal policy limiting its custodial credit risk for investments.

Interest Rate Risk

The City does not have a formal policy limiting investment maturities that would help manage its exposure to fair value losses from increasing interest rates.

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

2. CASH AND INVESTMENTS (continued)

Investments

The City voluntarily participates in the State of Idaho Investment Pool, which was not rated. The pool is not registered with the Securities and Exchange Commission or any other regulatory body. Oversight of the pool is with the State Treasurer, and Idaho Code defines allowable investments. The fair value of the City's investment in the pool is the same as the value of the pool shares.

The City follows Idaho Statute that outlines qualifying investment options as follows:

Idaho Code authorizes the City to invest any available funds in obligations issued or guaranteed by the United States Treasury, the State of Idaho, local Idaho municipalities and taxing districts, the Farm Credit System, or Idaho public corporations, as well as time deposit accounts and repurchase agreements.

The City's investments at September 30, 2018, are summarized below:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Investment Maturities (in Years)</u>	
		<u>Less than 1</u>	<u>1-5</u>
External Investment Pool	\$ 8,965,506	\$ 8,965,506	\$ -

At year-end, the deposits and investments were reported in the basic financial statements in the following categories:

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Fiduciary Funds</u>	<u>Total</u>
Cash and cash equivalents	\$ 176,789	\$ 704,684	\$ 2,868	\$ 884,341
Restricted Investments	-	807,303	-	807,303
Investments categorized as cash	<u>2,402,558</u>	<u>5,744,745</u>	<u>10,900</u>	<u>8,158,203</u>
	<u>\$ 2,579,347</u>	<u>\$ 7,256,732</u>	<u>\$ 13,768</u>	<u>\$ 9,849,847</u>

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

3. ALLOWANCE FOR DOUBTFUL ACCOUNTS

The following is a schedule of accounts receivable and allowance for doubtful accounts by fund:

	<u>Gross Accounts Receivable</u>	<u>Allowance for Doubtful Accounts</u>	<u>Net Accounts Receivable</u>
Governmental Activities:			
Road and Street Fund	\$ 4,233	\$ 129	\$ 4,104
Business-type Activities:			
Water Fund	\$ 145,603	\$ 4,954	\$ 140,649
Sewer Fund	170,447	6,258	164,189
Sanitation Fund	46,504	1,695	44,809
	<u>\$ 362,554</u>	<u>\$ 12,907</u>	<u>\$ 349,647</u>

4. DUE FROM OTHER GOVERNMENTAL UNITS

Amounts due from other governmental units include state revenue sharing of \$74,280 and county revenue sharing of \$67,056 due from Gem County. The total due from other governments is \$141,336.

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

5. CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2018, was as follows:

	Balance 9/30/17	Additions	Disposals	Balance 9/30/18
Governmental Activities:				
Capital Assets Not Being Depreciated:				
Land	\$ 239,742	\$ -	\$ -	\$ 239,742
Construction In Progress	-	-	-	-
Total Nondepreciable Assets	<u>239,742</u>	-	-	<u>239,742</u>
Capital Assets Being Depreciated:				
Buildings	1,319,942	-	-	1,319,942
Equipment	2,126,653	100,495	(222,826)	2,004,322
Improvements	3,154,880	-	-	3,154,880
Total Historical Cost	<u>6,601,475</u>	<u>100,495</u>	<u>(222,826)</u>	<u>6,479,144</u>
Less: Accumulated Depreciation				
Buildings	764,340	27,323	-	791,663
Equipment	1,855,082	89,420	(210,326)	1,734,176
Improvements	1,426,145	113,990	-	1,540,135
Total Acc. Depr.	<u>4,045,567</u>	<u>230,733</u>	<u>(210,326)</u>	<u>4,065,974</u>
Net Depreciable Assets	<u>2,555,908</u>	<u>(130,238)</u>	<u>(12,500)</u>	<u>2,413,170</u>
Governmental Activities				
Capital Assets - Net	<u>\$ 2,795,650</u>	<u>\$ (130,238)</u>	<u>\$ (12,500)</u>	<u>\$ 2,652,912</u>

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

5. CAPITAL ASSETS (continued)

	Balance 9/30/17	Additions	Disposals	Balance 9/30/18
Business-type Activities:				
Capital Assets Not Being Depreciated:				
Land	\$ 579,674	\$ -	\$ -	\$ 579,674
Construction In Progress	-	-	-	-
Total Nondepreciable Assets	<u>579,674</u>	<u>-</u>	<u>-</u>	<u>579,674</u>
Capital Assets Being Depreciated:				
Buildings	1,096,095	-	(32,805)	1,063,290
Equipment	1,228,543	51,735	(31,000)	1,249,278
Improvements	31,314,200	325,731	(36,162)	31,603,769
Intangibles	217,281	-	-	217,281
Total Depreciable Assets	<u>33,856,119</u>	<u>377,466</u>	<u>(99,967)</u>	<u>34,133,618</u>
Less: Accumulated Depreciation				
Buildings	863,926	23,161	(17,016)	870,071
Equipment	1,043,721	37,730	(19,000)	1,062,451
Improvements	10,953,823	1,087,940	(36,162)	12,005,601
Intangibles	40,570	7,693	-	48,263
Total Acc. Depr.	<u>12,902,040</u>	<u>1,156,524</u>	<u>(72,178)</u>	<u>13,986,386</u>
Net Depreciable Assets	<u>20,954,079</u>	<u>(779,058)</u>	<u>(27,789)</u>	<u>20,147,232</u>
Business-type Activities - Net	<u>\$21,533,753</u>	<u>\$ (779,058)</u>	<u>\$ (27,789)</u>	<u>\$20,726,906</u>

Depreciation expense was charged to the functions of the City as follows:

Governmental Activities:	
General Government	\$ 38,357
Public Safety	49,706
Road and Streets	136,889
Library	5,781
	<u>\$ 230,733</u>
Business-type Activities:	
Water	\$ 300,103
Sewer	851,371
Cemetery	5,050
	<u>\$1,156,524</u>

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

6. PENSION PLAN

Plan Description

The City of Emmett, Idaho contributes to the Base Plan which is a cost-sharing multiple-employer defined benefit pension plan administered by Public Employee Retirement System of Idaho (PERSI or System) that covers substantially all employees of the State of Idaho, its agencies and various participating political subdivisions. The cost to administer the plan is financed through the contributions and investment earnings of the plan. PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov.

Responsibility for administration of the Base Plan is assigned to the Board comprised of five members appointed by the Governor and confirmed by the Idaho Senate. State law requires that two members of the Board be active Base Plan members with at least ten years of service and three members who are Idaho citizens not members of the Base Plan except by reason of having served on the Board.

Pension Benefits

The Base Plan provides retirement, disability, death and survivor benefits of eligible members or beneficiaries. Benefits are based on members' years of service, age, and highest average salary. Members become fully vested in their retirement benefits with five years of credited service (5 months for elected or appointed officials). Members are eligible for retirement benefits upon attainment of the ages specified for their employment classification. The annual service retirement allowance for each month of credited service is 2.0% (2.3% for police/firefighters) of the average monthly salary for the highest consecutive 42 months.

The benefit payments for the Base Plan are calculated using a benefit formula adopted by the Idaho Legislature. The Base Plan is required to provide a 1% minimum cost of living increase per year provided the Consumer Price Index increases 1% or more. The PERSI Board has the authority to provide higher cost of living increases to a maximum of the Consumer Price Index movement or 6%, whichever is less; however, any amount above the 1% minimum is subject to review by the Idaho Legislature.

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

6. PENSION PLAN (continued)

Member and Employer Contributions

Member and employer contributions paid to the Base Plan are set by statute and are established as a percent of covered compensation and earnings from investments. Contribution rates are determined by the PERSI Board within limitations, as defined by state law. The Board may make periodic changes to employer and employee contribution rates (expressed as percentages of annual covered payroll) if current rates are actuarially determined to be inadequate or in excess to accumulate sufficient assets to pay benefits when due.

The contribution rates for employees are set by statute at 60% of the employer rate for general employees and 72% for police and firefighters. As of June 30, 2018, it was 6.79% for general employees and 8.36% for police and firefighters. The employer contribution rate as a percent of covered payroll is set by the Retirement Board and was 11.32% for general employees and 11.66% for police and firefighters. The City of Emmett, Idaho's contributions were \$230,325 the year ended September 30, 2018.

Pension Liabilities, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At September 30, 2018, the City of Emmett, Idaho reported a liability for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City of Emmett, Idaho's proportion of the net pension liability was based on the City of Emmett, Idaho's share of contributions in the Base Plan pension plan relative to the total contributions of all participating PERSI Base Plan employers. At June 30, 2018, the City of Emmett, Idaho's proportion was 0.0626740 percent.

For the year ended September 30, 2018, the City of Emmett, Idaho recognized pension expense/ (revenue) of \$185,399. At September 30, 2018, the City of Emmett, Idaho reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

6. PENSION PLAN (continued)

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience.	\$ 101,479	\$ 69,819
Changes in assumptions or other inputs.	60,154	-
Net difference between projected and actual earnings on pension plan investments.	-	102,712
Changes in the employer's proportion and differences between the employer's contributions and the employer's proportionate contributions.	34,878	113,214
City of Emmett, Idaho's contributions subsequent to the measurement date.	53,146	-
Total	\$ 249,657	\$ 285,745

\$53,146 reported as deferred outflows of resources related to pensions resulting from Employer contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending September 30, 2018.

The average of the expected remaining service lives of all employees that are provided with pensions through the System (active and inactive employees) determined at July 1, 2017, the beginning of the measurement period ended June 30, 2018, is 4.9 years and 5.5 for the measurement period June 30, 2017.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (revenue) as follows:

For the Year Ended September 30:	PERSI
2019	\$ 109,228
2020	(10,209)
2021	(94,816)
2022	(40,290)
2023	-

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

6. PENSION PLAN (continued)

Actuarial Assumptions

Valuations are based on actuarial assumptions, the benefit formulas, and employee groups. Level percentages of payroll normal costs are determined using the Entry Age Normal Cost Method. Under the Entry Age Normal Cost Method, the actuarial present value of the projected benefits of each individual included in the actuarial valuation is allocated as a level percentage of each year's earnings of the individual between entry age and assumed exit age. The Base Plan amortizes any unfunded actuarial accrued liability based on a level percentage of payroll. The maximum amortization period for the Base Plan permitted under Section 59-1322, Idaho Code, is 25 years.

The total pension liability in the June 30, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.25%
Salary increases	4.25 – 10.00%
Salary inflation	3.75%
Investment rate of return	7.10%, net of investment expense
Cost-of-living	1%

Mortality rates were based on the RP – 2000 combined table for healthy males or females as appropriate with the following offsets:

1. Set back 3 years for teachers
2. No offset for male fire and police
3. Forward one year for female fire and police
4. Set back one year for all general employees and all beneficiaries

An experience study was performed for the period July 1, 2007 through June 30, 2013 which reviewed all economic and demographic assumptions other than mortality. Mortality and all economic assumptions were studied in 2014 for the period from July 1, 2009 through June 30, 2013. The Total Pension Liability as of June 30, 2018 is based on the results of an actuarial valuation date of July 1, 2018.

The long-term expected rate of return on pension plan investments was determined using the building block approach and a forward-looking model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Even though history provides a valuable perspective for setting the investment return assumption, the System relies primarily on an approach which builds upon the latest capital market assumptions.

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

6. PENSION PLAN (continued)

Specifically, the System uses consultants, investment managers and trustees to develop capital market assumptions in analyzing the System's asset allocation. The assumptions and the System's formal policy for asset allocation are shown below. The formal asset allocation policy is somewhat more conservative than the current allocation of System's assets.

The best-estimate range for the long-term expected rate of return is determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation. The capital market assumptions are as of January 1, 2018.

<u>Asset Class</u>	<u>Expected Return</u>	<u>Expected Risk</u>	<u>Strategic Normal</u>	<u>Strategic Ranges</u>
Equities			70%	66% - 77%
Broad Domestic Equity	9.15%	19.00%	55.00%	50% - 65%
International	9.25%	20.20%	15%	10% - 20%
Fixed Income	3.05%	3.75%	30.00%	23% - 33%
Cash	2.25%	0.90%	0%	0% - 5%

<u>Total Fund</u>	<u>Expected Return</u>	<u>Expected Inflation</u>	<u>Expected Real Return</u>	<u>Expected Risk</u>
Actuary	7.00%	3.25%	3.75%	N/A
Portfolio	6.58%	2.25%	4.33%	12.67%

* Expected arithmetic return net of fees and expenses

Assumed Inflation - Mean	3.25%
Assumed Inflation - Standard Deviation	2.00%
Portfolio Arithmetic Mean Return	8.42%
Portfolio Long-Term Expected Geometric Rate of Return	7.50%
Assumed Investment Expenses	0.40%
Long-Term Expected Geometric Rate of Return, Net of Investment Expenses	7.10%

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

6. PENSION PLAN (continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.10%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate. Based on these assumptions, the pension plans' net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The long-term expected rate of return was determined net of pension plan investment expense but without reduction for pension plan administrative expense.

Sensitivity of the Employer's proportionate share of the net pension liability to changes in the discount rate.

The following presents the Employer's proportionate share of the net pension liability calculated using the discount rate of 7.10 percent, as well as what the Employer's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.10 percent) or 1-percentage-point higher (8.10 percent) than the current rate:

	1% Decrease	Current Discount Rate	1% Increase
Employer's proportionate share of the net pension liability (asset)	\$ 2,314,114	\$ 924,452	\$ (226,244)

Pension plan fiduciary net position

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERSI financial report.

PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov.

7. RISK MANAGEMENT

The City is exposed to a considerable number of risks of loss including, but not limited to, a) damage to and loss of property and contents, b) employee torts, c) professional liabilities, i.e. errors and omissions, d) environmental damage, e) worker's compensation, i.e. employee injuries, and f) medical insurance costs of its employees. Commercial insurance policies are purchased to transfer the risk of loss for property and content damage, employee torts, and professional liabilities.

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

8. PLEDGED REVENUES

The City has pledged future water and sewer revenues, net of specified operating expenses, to repay the remaining principal and interest of \$17,337,570 in water and sewer system revenue bonds issued on June 1, 2012 and June 1, 2013. Proceeds from these bonds were used to refund revenue bond series 1988, 2007A, 2007B, 2008A, 2008B, and 2008C and additional bond proceeds were issued for bond series 2012B, 2012C and 2013A, all of which were issued for the purpose of capital improvements to the water and sewer systems. The bonds are payable solely from water and sewer customer net revenues and are payable through September 2042. Annual principal and interest payments on the bonds are expected to require approximately 52% percent of net revenues. Principal and interest paid for the current year on these bonds and total customer net revenues for water and sewer were \$640,265 and \$3,983,283, respectively.

9. COMPENSATED ABSENCES

Vacation leave is granted to all regular City employees. In the event of termination, an employee is reimbursed for accumulated vacation leave. The City awards all vacation leave to employees on October 1st and requires all employees to use vacation time within one year of the day it accrues, or it is lost. However, compensated time is also awarded for overtime worked. This time can be accumulated and carried over to subsequent years. Changes in compensated absences for the year ended September 30, 2018, are as follows:

	<u>9/30/17</u>	<u>Earned</u>	<u>Used</u>	<u>9/30/18</u>	<u>Current</u>
Governmental Activities	\$ 32,110	\$ 35,083	\$ (32,110)	\$ 35,083	\$ 35,083
Business-type Activities	13,635	17,690	(13,635)	17,690	17,690
Total	<u>\$ 45,745</u>	<u>\$ 52,773</u>	<u>\$ (45,745)</u>	<u>\$ 52,773</u>	<u>\$ 52,773</u>

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

10. LEASE COMMITMENTS

The City leases five copy machines, one located at City Hall, one at the Library, one at Public Works, one at the Police Station, and one for Waste Water. It is anticipated that the copiers will be returned at the end of the lease periods. Future minimum lease payments are as follows:

<u>Year Ending September 30,</u>	<u>Amount</u>
2019	\$ 52,548
2020	52,548
2021	52,548
2022	<u>2,373</u>
	<u>\$ 160,017</u>

Rent expenditures for the year ended September 30, 2018, were \$52,548 .

11. OTHER COMMITMENTS

The City has five credit cards with a total credit limit of \$25,000. As of September 30, 2018, \$18,101 of the available credit was in use.

12. LONG-TERM OBLIGATIONS

Bonds have been issued to provide funds for water and sewer projects. Additional bonds were issued in the current year in series 2013A.

Interest incurred and expensed for the business-type activities for the period totaled \$499,640. Interest incurred and expensed for governmental activities for the period totaled \$3,076. None of this interest was capitalized.

Changes in long-term obligations for the year ended September 30, 2018, are as follows:

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

13. LONG-TERM OBLIGATIONS (continued)

Description	Maturity	Rate	Required Reserve	9/30/17	Increase	Decrease	9/30/18	Current Portion
Governmental Activities:								
3-Wheel Mechanical Sweeper	2018	2.9%	None	\$ 51,222	\$ -	\$ (51,222)	\$ -	\$ -
Business-type Activities:								
Description	Maturity	Rate	Required Reserve	9/30/17	Increase	Decrease	9/30/18	Current Portion
Bond 2012	2042	3.0%	\$ 84,798	2,455,243	-	(67,669)	2,387,574	69,525
Bond 2012B	2041	3.0%	\$ 646,000	8,065,000	-	(225,000)	7,840,000	235,000
Bond 2012C	2041	4.0%	-	1,100,000	-	-	1,100,000	-
Bond 2013A	2042	3.5%	-	1,000,000	-	-	1,000,000	-
				<u>12,620,243</u>	<u>-</u>	<u>(292,669)</u>	<u>12,327,574</u>	<u>304,525</u>
Unamort. Deferred Gain on Refunding				476,608	-	(19,937)	456,671	-
Unamort. Deferred Loss on Refunding				(302,615)	-	13,081	(289,534)	-
Unamort. Bond Discount				(12,500)	-	500	(12,000)	-
				<u>\$ 12,781,736</u>	<u>\$ -</u>	<u>\$ (299,025)</u>	<u>\$ 12,482,711</u>	<u>\$ 304,525</u>

Debt service requirements on long-term debt as of September 30, 2018, are as follows:

Year Ending September 30,	Business-type Activities	
	Bonds and Notes	
	Principal	Interest
2019	\$ 304,525	\$ 476,101
2020	316,611	466,965
2021	328,759	455,017
2022	340,972	440,054
2023	358,251	424,525
2024-2028	2,042,908	1,871,072
2029-2033	2,471,062	1,442,568
2034-2038	2,965,072	936,758
2039-2042	3,199,414	336,767
	<u>\$ 12,327,574</u>	<u>\$ 6,849,827</u>

City of Emmett, Idaho
Notes to Financial Statements
For the Year Ended September 30, 2018

14. TRANSFERS

The following transfers were made between funds during the year.

\$ 50,000	From the Sanitation fund to the Roads and Streets fund to reimburse road usage and repairs.
44,810	From the Water fund to the General fund to reimburse for liability insurance
<u>44,810</u>	From the Sewer fund to the General fund to reimburse for liability insurance
<u>\$ 139,620</u>	

REQUIRED SUPPLEMENTARY INFORMATION

City of Emmett, Idaho
Budgetary (GAAP Basis) Comparison Schedule
General Fund
For the Year Ended September 30, 2018

	Budgeted Amounts		Actual	Variance
	Original	Final		
Revenues				
Property Taxes	\$ 1,310,850	\$ 1,310,850	\$ 1,403,487	\$ 92,637
Licenses and Permits	152,300	152,300	195,151	42,851
Intergovernmental	752,363	752,363	788,767	36,404
Interest Earned	6,480	6,480	30,794	24,314
Other	192,327	192,327	182,075	(10,252)
Total Revenues	2,414,320	2,414,320	2,600,274	185,954
Expenditures				
Current:				
Salaries and Benefits	1,675,772	1,770,772	1,667,476	103,296
Contractor Services	8,700	8,700	8,700	-
Maintenance and Operations	747,468	762,468	745,218	17,250
Capital Outlay	-	12,000	12,098	(98)
Total Expenditures	2,431,940	2,553,940	2,433,492	120,448
Excess (Deficiency) of Revenues Over Expenditures				
	(17,620)	(139,620)	166,782	306,402
Other Financing Sources (Uses)				
Transfers In	91,620	91,620	89,620	(2,000)
Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	91,620	91,620	89,620	(2,000)
Net Change in Fund Balances	74,000	(48,000)	256,402	304,402
Fund Balances - Beginning - Previous Prior Period Adjustment	48,000 -	48,000 -	1,919,658 (16,000)	1,839,658 16,000
Fund Balances - Beginning	48,000	48,000	1,903,658	1,855,658
Fund Balances - Ending	\$ 122,000	\$ -	\$ 2,160,060	\$ 2,160,060

City of Emmett, Idaho
Budgetary (GAAP Basis) Comparison Schedule
Roads and Streets Fund
For the Year Ended September 30, 2018

	Budgeted Amounts		Actual	Variance
	Original	Final		
Revenues				
Property Taxes	\$ 125,648	\$ 125,648	\$ 70,365	\$ (55,283)
Park Grants	-	-	92,342	92,342
Highway Users Fund	297,798	297,798	312,360	14,562
Street Lights	47,023	47,023	48,133	1,110
Other	38,925	38,925	27,531	(11,394)
Total Revenues	<u>509,394</u>	<u>509,394</u>	<u>550,731</u>	<u>41,337</u>
Expenditures				
Current:				
Salaries and Benefits	203,922	203,922	170,563	33,359
Maintenance and Operations	306,342	306,342	248,431	57,911
Capital Outlay	49,130	49,130	69,753	(20,623)
Total Expenditures	<u>559,394</u>	<u>559,394</u>	<u>488,747</u>	<u>70,647</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(50,000)</u>	<u>(50,000)</u>	<u>61,984</u>	<u>111,984</u>
Other Financing Sources (Uses)				
Transfers In	50,000	50,000	50,000	-
Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>-</u>
Net Change in Fund Balances	-	-	111,984	111,984
Fund Balances - Beginning	-	-	103,921	103,921
Fund Balances - Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 215,905</u>	<u>\$ 215,905</u>

City of Emmett, Idaho
Notes to Required Supplementary Information
For the Year Ended September 30, 2018

1. BUDGETS AND BUDGETARY ACCOUNTING

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

- A. Prior to September 1, the City Clerk, Mayor, and City Council prepare a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
- B. Public hearings are conducted at the City Hall to obtain taxpayer comments.
- C. Prior to October 1, the budget is legally enacted through passage of an ordinance.
- D. The City is authorized to transfer budgeted amounts between departments within any fund; however, no revision can be made to increase the overall tax supported funds except when federal or state grants are approved. The City, however, must follow the same budgetary procedures as they followed when the original budget was approved. The budget for Enterprise funds may also be revised in the same manner as those situations involving federal and state grants.
- E. Formal budgetary integration is employed as a management control device during the year for the General fund and Special Revenue funds.

City of Emmett, Idaho
Schedule of the City's Proportionate Share of the
Net Pension Liability

Public Employees Retirement System of Idaho

	Last 10 - Fiscal Years*			
	2018	2017	2016	2015
City proportion of the net pension liability (asset)	0.0626740%	0.0617421%	0.0703190%	0.0669640%
City's proportionate share of the net pension liability (asset)	\$ 924,452	\$ 970,480	\$ 1,425,474	\$ 881,807
City's covered-employee payroll	\$ 2,015,242	\$ 1,917,565	\$ 1,998,385	\$ 1,883,912
City's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	45.87%	50.61%	71.33%	46.81%
Plan fiduciary net position as a percentage of the total pension liability	87.26%	87.26%	82.26%	91.38%

* GASB Statement No. 68 requires ten years of information to be presented in this table. However, until a full 10-year trend is compiled, the City of Emmett, Idaho will present information for those years for which information is available.

Data reported is measured as of June 30, 2018

City of Emmett, Idaho
Schedule of City Contributions

Public Employees Retirement System of Idaho

Last 10 - Fiscal Years*

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contributions	\$ 230,325	\$ 219,094	\$ 228,456	\$ 215,604
Contributions in relation to the contractually required contribution	<u>230,325</u>	<u>219,094</u>	<u>228,456</u>	<u>215,604</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's covered-employee payroll	\$ 2,015,242	\$ 1,917,565	\$ 1,998,385	\$ 1,883,912
Contributions as a percentage of covered-employee payroll	11.43%	11.43%	11.43%	11.44%

* GASB Statement No. 68 requires ten years of information to be presented in this table. However, until a full 10-year trend is compiled, the City of Emmett will present information for those years for which information is available.

Data reported is measured as of September 30, 2018

SUPPLEMENTAL INFORMATION

City of Emmett, Idaho
Supplemental Schedule of Revenues by Source
- Budget and Actual - General Fund
For the Year Ended September 30, 2018

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Taxes			
Property Taxes	\$ 1,295,850	\$ 1,390,409	\$ 94,559
Penalties and Interest	15,000	13,078	(1,922)
	<u>1,310,850</u>	<u>1,403,487</u>	<u>92,637</u>
Licenses and Permits			
Beer, Wine, and Liquor Licenses	14,900	13,102	(1,798)
Bartenders' Licenses	1,200	820	(380)
Franchise Fees	99,000	99,645	645
Building Permits	27,500	69,199	41,699
Dog Licenses	8,200	8,450	250
Planning and Zoning	1,500	3,935	2,435
	<u>152,300</u>	<u>195,151</u>	<u>42,851</u>
Intergovernmental			
State Liquor Apportionment	99,000	110,884	11,884
Personal Property Tax Replacement	49,101	48,695	(406)
State Revenue Sharing	479,958	511,019	31,061
Magistrate Court	20,500	16,791	(3,709)
School District - Resource Officer	30,000	30,000	-
Agriculture Equip - Tax Replacement	1,043	1,043	-
Miscellaneous Police Grants	11,800	6,517	(5,283)
Park Grants	12,000	24,920	12,920
Fire Department Grants	10,000	11,140	1,140
Other Grant	38,961	27,758	(11,203)
	<u>752,363</u>	<u>788,767</u>	<u>36,404</u>
Other			
Airport Building Rentals	11,842	7,206	(4,636)
Interest Earned	6,480	30,794	24,314
Charges for Police Services	3,000	6,000	3,000
Other	177,485	168,869	(8,616)
	<u>198,807</u>	<u>212,869</u>	<u>14,062</u>
Total Revenue	<u><u>\$ 2,414,320</u></u>	<u><u>\$ 2,600,274</u></u>	<u><u>\$ 185,954</u></u>

City of Emmett, Idaho
Supplemental Schedule of Expenditures by Object of Expenditure
- Budget and Actual - General Fund
For the Year Ended September 30, 2018

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Council			
Salaries	\$ 36,000	\$ 36,252	\$ (252)
Benefits	30,179	15,803	14,376
Travel and Meetings	200	-	200
	<u>66,379</u>	<u>52,055</u>	<u>14,324</u>
Executive			
Mayor Salary	18,000	18,060	(60)
Benefits	8,400	3,964	4,436
	<u>26,400</u>	<u>22,024</u>	<u>4,376</u>
City Clerk and Treasurer			
Salaries	45,240	41,669	3,571
Benefits	17,364	16,437	927
Office Supplies	6,400	5,236	1,164
Auditing	8,700	8,700	-
Publications	2,500	2,554	(54)
Insurance - Tort	1,529	1,350	179
Dues and Subscriptions	15,000	14,219	781
Education and Training	2,500	2,430	70
Telephone and Utilities	2,500	1,992	508
Maintenance and Repair	14,800	12,640	2,160
Miscellaneous	3,000	1,966	1,034
Equipment	2,000	862	1,138
	<u>121,533</u>	<u>110,055</u>	<u>11,478</u>
City Attorney			
Prosecution	76,625	76,625	-
	<u>76,625</u>	<u>76,625</u>	<u>-</u>
Planning and Zoning			
Mapping and Surveys	2,300	588	1,712
Education and Training	750	897	(147)
Office Supplies	500	682	(182)
	<u>3,550</u>	<u>2,167</u>	<u>1,383</u>

City of Emmett, Idaho
 Supplemental Schedule of Expenditures by Object of Expenditure
 - Budget and Actual - General Fund (continued)
 For the Year Ended September 30, 2018

	Budget	Actual	Variance
Police Department			
Salaries	\$ 739,592	\$ 683,185	\$ 56,407
Benefits	270,239	251,886	18,353
Uniform Allowance	8,000	18,608	(10,608)
Office Supplies	4,000	5,085	(1,085)
Grant Expenditure	1,800	3,324	(1,524)
Fuel	23,000	20,747	2,253
Animal Control	10,446	10,532	(86)
Dues and Subscriptions	8,500	7,119	1,381
Education and Training	10,000	10,546	(546)
Drug Testing	2,500	5,543	(3,043)
Telephone	13,000	9,307	3,693
Utilities	2,350	1,992	358
Dispatch	40,010	35,557	4,453
Maintenance	21,500	33,148	(11,648)
Insurance	19,500	17,910	1,590
Miscellaneous	8,250	9,932	(1,682)
Equipment	16,500	63,662	(47,162)
Vehicle Lease	-	-	-
	1,199,187	1,188,083	11,104
Fire Department			
Salaries	220,749	211,740	9,009
Benefits	49,579	45,990	3,589
Dispatch	2,604	1,100	1,504
Uniform Allowance	-	-	-
Fuel	9,500	8,708	792
Dues and Subscriptions	5,800	6,555	(755)
Education and Training	12,000	10,761	1,239
Telephone and Communications	4,400	2,854	1,546
Utilities	4,400	2,913	1,487
Maintenance	20,540	17,617	2,923
Drug Testing	1,000	300	700
Office Supplies	1,700	1,674	26
Insurance	4,327	3,894	433
Equipment	46,000	47,891	(1,891)
	382,599	361,997	20,602

City of Emmett, Idaho
Supplemental Schedule of Expenditures by Object of Expenditure
- Budget and Actual - General Fund (continued)
For the Year Ended September 30, 2018

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Building Inspection			
Salaries	\$ 84,854	\$ 84,848	\$ 6
Benefits	29,014	29,035	(21)
Supplies	500	411	89
Fuel	1,000	1,819	(819)
Telephone	720	929	(209)
Meetings	2,500	1,408	1,092
Maintenance	750	1,127	(377)
Miscellaneous	6,097	5,354	743
	<u>125,435</u>	<u>124,931</u>	<u>504</u>
Code Enforcement			
Miscellaneous	70,009	33,860	36,149
	<u>70,009</u>	<u>33,860</u>	<u>36,149</u>
Airport Maintenance	<u>19,813</u>	<u>8,650</u>	<u>11,163</u>
Parks Department			
Salaries	65,117	67,620	(2,503)
Benefits	31,786	39,270	(7,484)
Uniform Allowance	525	167	358
Fuel	3,000	1,782	1,218
Education and Training	550	75	475
Utilities	8,209	9,876	(1,667)
Drug Testing	300	90	210
Maintenance	39,600	30,116	9,484
Miscellaneous	2,734	2,670	64
	<u>151,821</u>	<u>151,666</u>	<u>155</u>
IT Department			
Salaries	97,079	98,681	(1,602)
Benefits	38,341	33,509	4,832
Equipment	45,476	42,721	2,755
Miscellaneous	67,693	55,236	12,457
	<u>248,589</u>	<u>230,147</u>	<u>18,442</u>
Capital Outlay	<u>62,000</u>	<u>71,232</u>	<u>(9,232)</u>
Total Expenditures	<u>\$ 2,553,940</u>	<u>\$ 2,433,492</u>	<u>\$ 120,448</u>

City of Emmett, Idaho
Combining Balance Sheet -
Nonmajor Governmental Funds
September 30, 2018

	<u>Library</u>	<u>Health Insurance</u>	<u>Art Commission</u>	<u>Total</u>
Assets				
Cash and Cash Equivalents	\$ 197,847	\$ 28,987	\$ 1,837	\$ 228,671
Taxes Receivable	8,463	-	-	8,463
Prepaid Items	984	-	-	984
Total Assets	<u><u>\$ 207,294</u></u>	<u><u>\$ 28,987</u></u>	<u><u>\$ 1,837</u></u>	<u><u>\$ 238,118</u></u>
Liabilities				
Accounts Payable	\$ 843	\$ -	\$ -	\$ 843
Wages Payable	5,579	-	-	5,579
Total Liabilities	<u><u>6,422</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>6,422</u></u>
Deferred Inflows				
Unearned Revenue - Property Tax	7,797	-	-	7,797
Total Liabilities	<u><u>7,797</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>7,797</u></u>
Fund Balances				
Restricted	193,075	28,987	1,837	223,899
Total Fund Balances	<u><u>193,075</u></u>	<u><u>28,987</u></u>	<u><u>1,837</u></u>	<u><u>223,899</u></u>
Total Liabilities, Deferred Inflows, and Fund Balances	<u><u>\$ 207,294</u></u>	<u><u>\$ 28,987</u></u>	<u><u>\$ 1,837</u></u>	<u><u>\$ 238,118</u></u>

City of Emmett, Idaho
Combining Statement of Revenues, Expenditures,
and Changes in Fund Balances – Nonmajor Governmental Funds
For the Year Ended September 30, 2018

	Library	Health Insurance	Art Commission	Total
Revenues				
Property Taxes	\$ 169,197	\$ -	\$ -	\$ 169,197
Intergovernmental	8,534	-	-	8,534
Other	45,472	-	-	45,472
Total Revenues	<u>223,203</u>	<u>-</u>	<u>-</u>	<u>223,203</u>
Expenditures				
Salaries and Benefits	148,508	-	-	148,508
Miscellaneous	58,237	-	32	58,269
Total Expenditures	<u>206,745</u>	<u>-</u>	<u>32</u>	<u>206,777</u>
Net Change in Fund Balances	16,458	-	(32)	16,426
Fund Balances - Beginning	176,617	28,987	1,869	207,473
Fund Balances - Ending	<u>\$ 193,075</u>	<u>\$ 28,987</u>	<u>\$ 1,837</u>	<u>\$ 223,899</u>

City of Emmett, Idaho
Combining Statement of Net Position -
Nonmajor Proprietary Funds
September 30, 2018

	Perpetual Care	Cemetery	Total
Assets			
Current Assets			
Cash and Cash Equivalents	\$ 79,378	\$ 93,688	\$ 173,066
Property Taxes Receivable, Net	-	1,738	1,738
Prepaid Items	-	603	603
Total Current Assets	<u>79,378</u>	<u>96,029</u>	<u>175,407</u>
Noncurrent Assets			
Capital Assets:			
Land	-	10,000	10,000
Buildings, Net	-	47,155	47,155
Equipment, Net	-	9,866	9,866
Improvements, Net	-	16,363	16,363
Total Noncurrent Assets	<u>-</u>	<u>83,384</u>	<u>83,384</u>
Total Assets	<u>79,378</u>	<u>179,413</u>	<u>258,791</u>
Deferred Outflows			
Pension Related Items	-	4,993	4,993
Total Deferred Outflows	<u>-</u>	<u>4,993</u>	<u>4,993</u>
Liabilities			
Current Liabilities:			
Wages Payable	-	2,406	2,406
Accounts Payable	-	888	888
Compensated Absences	-	1,542	1,542
Total Current Liabilities	<u>-</u>	<u>4,836</u>	<u>4,836</u>
Long-term Liabilities:			
Net Pension Liability	-	18,489	18,489
Total Long-term Liabilities	<u>-</u>	<u>18,489</u>	<u>18,489</u>
Total Liabilities	<u>-</u>	<u>23,325</u>	<u>23,325</u>
Deferred Inflows			
Pension Related Items	-	5,715	5,715
Total Deferred Inflows	<u>-</u>	<u>5,715</u>	<u>5,715</u>
Net Position			
Net Investment in Capital Assets	-	83,384	83,384
Unrestricted	79,378	71,982	151,360
Total Net Position	<u>\$ 79,378</u>	<u>\$ 155,366</u>	<u>\$ 234,744</u>

City of Emmett, Idaho
Combining Statement of Revenues, Expenses,
and Changes in Fund Net Position – Nonmajor Proprietary Funds
For the Year Ended September 30, 2018

	Perpetual Care	Cemetery	Total
Revenues			
Property Taxes	\$ -	\$ 34,245	\$ 34,245
Charges for Services	3,050	81,165	84,215
Miscellaneous	-	175	175
Total Revenues	<u>3,050</u>	<u>115,585</u>	<u>118,635</u>
Expenses			
Salaries and Benefits	-	66,565	66,565
Maintenance and Operations	-	30,477	30,477
Depreciation	-	5,050	5,050
Total Expenses	<u>-</u>	<u>102,092</u>	<u>102,092</u>
Operating Income (Loss)	<u>3,050</u>	<u>13,493</u>	<u>16,543</u>
Nonoperating Revenues (Expenses)			
Interest Earned	1,113	832	1,945
Interest Expense	-	-	-
Total Nonoperating Revenues (Expenses)	<u>1,113</u>	<u>832</u>	<u>1,945</u>
Change in Net Position	4,163	14,325	18,488
Net Position - Beginning	75,215	141,041	216,256
Net Position - Ending	<u>\$ 79,378</u>	<u>\$ 155,366</u>	<u>\$ 234,744</u>

FEDERAL REPORTS

**Independent Auditor's Report on Internal Control Over Financial Reporting
and on Compliance and Other Matters Based on an Audit of Financial
Statements Performed in Accordance With Government Auditing Standards**

To the Honorable Mayor and
City Council
City of Emmett, Idaho

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Emmett, Idaho, as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated February 25, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered City of Emmett, Idaho's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether City of Emmett, Idaho's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Zwyzart John & Associates, PLLC

Caldwell, Idaho
February 25, 2019



CITY OF EMMETT PUBLIC WORKS DEPARTMENT

601 East 3rd Street
Emmett, Idaho 83617

Gordon Petrie, Mayor
Lyleen Jerome City Clerk
Jake Sweeten, Attorney
Michelle Welch – City Council President

Councilman: Mike Stout
Eltona Henderson
Shawn Alder
Steve Nebeker
Gary Resinkin

City of Emmett
Mayor Gordon Petrie
Emmett City Council

Wednesday, March 06, 2019

Re: "Approval of Gem County Chamber of Commerce request to use the city park for the Cherry Festival Event from the 9th through the 16th of June 2019."

Mayor, City Council:

[X] Concur with approving Gem County Chamber of Commerce request to use the city park for the Cherry Festival Event from the 9th through the 16th of June 2019 with the conditions and comments as stated in public works response letter. *For requests numbered 2-4 on the chambers request letter the chamber would need to speak with Police and Fire regarding those requests.*

Attached is a response letter from Public works as Exhibit A and Request Letter from Gem County Chamber of Commerce as Exhibit B.

I recommend the following motion: **"Motion to approve Gem County Chamber of Commerce request to use the city park for the Cherry Festival Event from the 9th through the 16th of June 2019 with the conditions and comments as stated in public works response letter."**

Sincerely,



City of Emmett

**Superintendent
Public Works Department**

*Our vision:
Protecting and providing quality public
Improvements and services for City of Emmett*

Cc:
Clint Seamons, C.O.E. Assistant Superintendent of Public Works
Brian Sullivan, C.O.E. Planning/Building Administrator
Doricela Millan-Sotelo, C.O.E Building/Public Works Office Manager



CITY OF EMMETT PUBLIC WORKS DEPARTMENT

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Eltona Henderson
Shawn Alder
Steve Nebeker
Gary Resinkin

Monday, March 04, 2019

Gem County Chamber of Commerce
1022 S. Washington Avenue
Emmett, Idaho 83617
Attention: Krista Cole, Chamber Director

RE: "Response to request letter dated February 21st, 2019 from G.C.C.C."

Krista:

City of Emmett Public Works Department has the following comments to your letter dated February 21st, 2019 from G.C.C.C.:

- Page # 2, Item # 12 – City of Emmett Public Works can no longer loan out the City bucket truck to be used by anyone other than City employees per ICRMP Insurance response.
- Page # 3, Item # 6 – City of Emmett Public Works will mark out sprinkler irrigation boxes & main electrical & IT boxes. THERE WILL BE NO STAKING ALLOWED inside City Park grounds by vendors, carnival, and chamber.
- Page # 3, Item # 9 – this item will need coordination from Mike Knittel, IT Department
- Any damages will be the responsibility of Gem County Chamber of Commerce.
- All other items directly linked to Public Works Department, we agree.

Sincerely,



City of Emmett

**Superintendent
Public Works Department**

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Cc:
Clint Seamons, C.O.E. Assistant Superintendent of Public Works
Brian Sullivan, C.O.E. Planning/Building Administrator
Doricela-Millan Sotelo, C.O.E Building – Public Works Office Manager

Bruce Evans
Telephone # 208-365-9569, Fax # 208-365-4651
E-mail: bevans@cityofemmett.org



Gem County

Chamber of Commerce

"Where Business Comes Together"

February 21, 2019

City of Emmett
501 E. Main St
Emmett, ID 83617

Dear Mayor Gordon Petrie and Members of the Emmett City Council:

The Gem County Chamber of Commerce (GCCC) respectfully requests the following:

- 1) For the 2019 Emmett Cherry Festival Event, use of the Emmett City Park from June 9-16, 2019 (Sunday – Sunday).
- 2) For the 2019 Emmett Cherry Festival Parade, permission for road closures on Saturday, June 15, 2019 from 5:30 pm – 7:00 pm to include, from the corner of East Main Street and Washington Avenue to the corner of East Main Street and South Johns Avenue.
- 3) For the 2019 Fireman's Hose Competition, permission for road closure on East Main Street between Wardwell Avenue and McKinley Avenue, on Saturday, June 15, 2019 from 8:00 am – 1:30 pm (actual competition hours 9:00 am – 1:00 pm).
- 4) For the 2019 Emmett Lions Car Show, permission for road closure on East Main Street between McKinley Avenue and South Johns Avenue, on Saturday, June 15, 2019 from 6:00 am – 4:00 pm (actual show hours 8:00 am – 3:00 pm).

The GCCC agrees to market and manage the 2019 Emmett Cherry Festival event and understands and agrees to the following in regards to the event:

- 1) Insurance: The GCCC will carry Special Event Liability Insurance through The Insurance Group, Ben Holmes, agent.
- 2) Trash/Waste:
 - a. The GCCC will provide trash pickup in the City Park throughout the event.
 - b. The GCCC will make arrangements for large dumpsters to be onsite for the collection of park trash and pay any additional costs incurred for the additional dumpsters from Emmett Sanitation.
 - c. The GCCC agrees there will be no sewer hook-ups or dumping of waste water on the City Park grounds.
 - d. The GCCC will provide and/or pay for proper waste water containers onsite.
 - e. All used cooking grease will be dumped in proper waste containers provided by the GCCC-hired vendor.
 - f. The GCCC agrees that any violation of waste dumping may result in the City of Emmett issuing citations along with cleanup costs to be billed to the GCCC, vendor or both.
- 3) City-GCCC Communication:
 - a. The GCCC will meet with and work closely with Emmett Fire Chief and Emmett Chief of Police to ensure all codes are adhered to and that communication takes place before and during the event.

1022 Washington Ave/P.O. Box 592 ~ Emmett, Idaho 83617

Phone: (208) 365-3485 ~ Fax: (208) 365-3220

GCCC@emmettidaho.com ~ www.emmettidaho.com

- b. The GCCC will provide park maps with the layout and details of the event to Fire, Police and Public Works officials.
 - c. For the duration of the event, a direct communication line will be established between the GCCC Director and Public Works official designee.
- 4) Security: The GCCC will hire and pay for two overnight security officers for the hours between 12:00 am and 6:00 am, starting Tuesday, June 11 through the morning of Sunday, June 16, 2019.
- 5) Clean-up: The GCCC will be responsible for the clean-up of the City Park after the park is vacated on Sunday, June 16, 2019.
- 6) Damage:
 - a. The GCCC will be responsible for any permanent damage done to the park grounds during the event.
 - b. No stakes or posts will be allowed to be used to secure tents, etc, in the park.
 - c. The GCCC will monitor and limit Expo Vendors ability to drive their vehicles into the Expo Vendor area for the unloading and loading in and out of their booths.
 - d. Any and all tree trimming or cutting of trees will be strictly prohibited.
- 7) Vacating Park:
 - a. The GCCC will ensure that all Cherry Festival vendors and amusement/carnival company vehicles have exited the City Park by 5:00 pm on Sunday, June 16, 2019, to allow sprinklers to begin running as soon as possible.
 - b. The GCCC will be responsible for any towing fees associated with vehicles or equipment not removed by the above deadline.
- 8) Amusement/Carnival Company Parking: To lessen damage to the City Park, Rainer Amusements will be camping off-site on Dewey Street. Two of their RV's will be exempt and allowed to park within the City Park for security purposes.
- 9) Traffic Control and Street Closures:
 - a. The GCCC will be responsible for securing all traffic control and street closure paperwork, permits, permissions and traffic/security products (i.e. cones, barriers, etc).
 - b. The GCCC will work closely with Police, Fire and Public Works departments to ensure all rules and regulations are followed, and the safety of the community and event attendees is safeguarded.
 - c. A certified traffic control plan from Idaho Traffic Control will be provided to the City of Emmett and its appropriate departments, along with a receipt for the traffic control for the parade and road closures.
 - d. The GCCC will provide the City of Emmett with the state highway traffic permit, now in the process, from the Idaho Transportation Department to be distributed to the City of Emmett Police, Fire and Public Works departments for final approval.
- 10) Electrical:
 - a. The GCCC will provide a certified electrician for the event through Mackey Electric.
 - b. Mackey Electric will set up the additional power sources and ensure vendors have power where needed.
 - c. The GCCC will pay Mackey Electric for services during the 2019 Emmett Cherry Festival.
 - d. Any minor sod cuts or digging to bury electrical cords will be repaired.
- 11) Porta-Pottys: The GCCC will contract with a vendor to supply sufficient porta-pottys for the event to begin upon the arrival of the carnival company through Sunday, June 16, 2019 before 5:00 pm.
- 12) The GCCC will arrange for a bucket truck and be allowed to drive on City Park property for the purposes of hanging banners on the bandshell.

- 13) The GCCC will remunerate the City of Emmett, \$3,000.00, for services during the 2019 Emmett Cherry Festival.
 - a. The GCCC will collect a fire suppression inspection fees of \$25 per food vendor on behalf of and paid to the City of Emmett.

Further, the GCCC respectfully requests the following from the City of Emmett:

- 1) The City Fire Chief will inspect the 2019 Emmett Cherry Festival food vendors for proper fire suppression equipment.
- 2) The City will provide City Police presence in the City Park during the event and on Saturday during the parade as arranged with the GCCC Director and Police Chief.
- 3) The City will provide trash bags and gloves for the event.
- 4) The City will assist in moving the City picnic tables to locations to be arranged between Public Works and the GCCC Director.
- 5) The City will shut off all irrigation water and all sprinkler pipes will be removed before the event.
- 6) The City will mark all sprinkler heads and electrical lines before the event.
- 7) The City will ensure all entrances to the park will be unlocked during the event.
- 8) The City will ensure designated power boxes will be unlocked and turned on during the event.
- 9) The City will close all City Park restrooms to the general public during the event. The City will provide a key to band shell restroom to the GCCC Director for the event.
- 10) The City will allow water hook-ups within the City Park for the event.
- 11) The City will setup a special and separate connection to Wi-Fi for the vendors use during the event.

Thank you for your consideration and assistance in this very special community event.

Sincerely,

Krista L Cole

Krista Cole, Executive Director
Gem County GCCC of Commerce



CITY OF EMMETT PUBLIC WORKS DEPARTMENT

601 East 3rd Street
Emmett, Idaho 83617

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Councilman: Mike Stout
Eltona Henderson
Shawn Alder
Steve Nebeker
Gary Resinkin

City of Emmett
Mayor Gordon Petrie
Emmett City Council

Wednesday, March 06, 2019

Re: "Approval request for waiver of curb, gutter, sidewalk and storm water requirements from City of Emmett for 935 E. 7th Street."

Mayor, City Council:

[X] Concur with approving request for waiver of curb, gutter, sidewalk and storm water requirements from City of Emmett for 935 E. 7th Street due to the current roadway width is smaller than required minimum street width of 50 feet wide."

Attached is a response letter from Public Works as Exhibit A and a Variance letter from Deon Echols from Americhoice Homes as Exhibit B.

I recommend the following motion: "Motion to approve request for waiver of curb, gutter, sidewalk and storm water requirements from City of Emmett for 935 E. 7th Street."

Sincerely,



City of Emmett

**Superintendent
Public Works Department**

*Our vision:
Protecting and providing quality public
Improvements and services for City of Emmett*

Cc:
Clint Seamons, C.O.E. Assistant Superintendent of Public Works
Brian Sullivan, C.O.E. Planning/Building Administrator
Doricela-Millan Sotelo, C.O.E Building – Public Works Office Manager

Bruce Evans
Telephone # 208-365-9569, Fax # 208-365-4651
E-mail: bevans@cityofemmett.org



**CITY OF EMMETT
PUBLIC WORKS DEPARTMENT**

601 East 3rd Street
Emmett, Idaho 83617

Gordon Petrie, Mayor
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Michelle Welch – City Council President

Councilman: Mike Stout
Eltona Henderson
Shawn Alder
Steve Nebeker
Gary Resinkin

City of Emmett
Mayor Gordon Petrie
Emmett City Council

Wednesday, March 06, 2019

RE: "Approval request for waiver of curb, gutter, sidewalk and storm water requirements from City of Emmett for 935 E. 7th Street."

Mayor, City Council:

Please find attached letter from Deon Nichols with AMERICHOICE HOMES for property located at 935 East 7th Street requesting a waiver for requirements for sidewalk, curb, gutter, & storm water drainage from City of Emmett due to current street width does not meet minimum standards of 50 feet wide.

I recommend approval to grant this request for waiver of curb, gutter, sidewalk and storm water requirements from City of Emmett for 935 E. 7th Street.

Sincerely,



City of Emmett

**Superintendent
Public Works Department**

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Cc:
Clint Seamons, C.O.E. Assistant Superintendent of Public Works
Brian Sullivan, C.O.E. Planning/Building Administrator
Doricela-Millan Sotelo, C.O.E Building – Public Works Office Manager

Bruce Evans
Telephone # 208-365-9569, Fax # 208-365-4651
E-mail: bevans@cityofemmett.org

February 18, 2019

Emmett Public Works

ATTENTION: Bruce Evans

I am requesting a waiver to delete a sidewalk in front of 935 E. 7th Street, Emmett, ID 83617. Due to the sub standard road in front of said address. There are no sidewalks on the entire East 7th Street on the south side of the road.

Thank you,

Deon Echols

Americhoice Homes

935 E. 7th Street

Emmett, ID 83617



Imagery ©2019 Google, Map data ©2019 Google 50 ft:



CITY OF EMMETT
PUBLIC WORKS DEPARTMENT
601 East 3rd Street
Emmett, Idaho 83617

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Eltona Henderson
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Steve Nebeker
Gary Resinkin

City of Emmett
Mayor Gordon Petrie
Emmett City Council

Wednesday, March 06, 2019

Re: "Approve request for waiver of curb, gutter, sidewalk and storm water requirements from City of Emmett for Hansen Subdivision located at 619 Sharp Lane inside the Gem county and City of Emmett Area of Impact agreement boundaries for lot # 1, 2, & 3 only."

Mayor, City Council:

[X] Concur with approving request for waiver of curb, gutter, sidewalk and storm water requirements from City of Emmett for Hansen Subdivision located at 619 Sharp Lane area only inside the Gem County and City of Emmett Area of Impact agreement boundaries for lot # 1, 2, & 3 only."

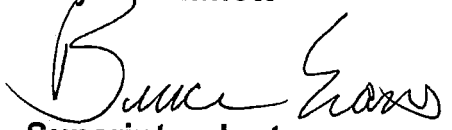
Attached is a response letter from Public works as Exhibit A and a Variance letter from Hansen Subdivision from Sawtooth Land Surveying, LLC as Exhibit B.

I recommend the following motion: "Motion to approve request for waiver of curb, gutter, sidewalk and storm water requirements from City of Emmett for Hansen Subdivision located at 619 Sharp Lane area only inside the Gem county and City of Emmett Area of Impact agreement boundaries for lot # 1, 2, & 3 only."

Sincerely,



City of Emmett


Superintendent
Public Works Department

Our vision:

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Cc:

Clint Seamons, C.O.E. Assistant Superintendent of Public Works
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CITY OF EMMETT
PUBLIC WORKS DEPARTMENT
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Councilman: Mike Stout
Eltona Henderson
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Steve Nebeker
Gary Resinkin

City of Emmett
Mayor Gordon Petrie
Emmett City Council

Tuesday, March 05, 2019

Re: "Approve request for waiver of curb, gutter, sidewalk and storm water requirements from City of Emmett for Hansen Subdivision located at 619 Sharp Lane area only inside the Gem county and City of Emmett Area of Impact agreement boundaries for lot # 1, 2, & 3 only."

Mayor, City Council:

Please find attached letter from Kevin Borah, PLS from SAWTOOTH LAND SURVEYING requesting waiver of curb, gutter, sidewalk and storm water requirements from City of Emmett for Hansen Subdivision located at 619 Sharp Lane area only inside the Gem county and City of Emmett Area of Impact agreement boundaries for lot # 1 – 4.

Lots 1 thru 3 have direct access to Sharp Lane. Lot # 4 connects directly to the east boundary of Butte Shadows Street. Mr. Borah has informed our office that his client intends to annex Lot # 4 into the City Limits in the future which Butte Shadows Street has Curb, Gutter, & Sidewalk in place along with ROW established to extend Butte Shadows Street to the East.

I recommend the following motion: "Motion to approve request for waiver of curb, gutter, sidewalk and storm water requirements from City of Emmett for Hansen Subdivision located at 619 Sharp Lane area only inside the Gem county and City of Emmett Area of Impact agreement boundaries for lot # 1, 2, & 3 only."



City of Emmett

Superintendent
Public Works Department

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Improvements and services for City of Emmett

Cc:
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Brian Sullivan, C.O.E. Planning/Building Administrator
Doricela-Millan Sotelo, C.O.E Building – Public Works Office Manager

Bruce Evans
Telephone # 208-365-9569, Fax # 208-365-4651
E-mail: bevans@cityofemmett.org



Sawtooth Land Surveying, LLC

P: (208) 398-8104 F: (208) 398-8105
2030 S. Washington Ave., Emmett, ID 83617

VARIANCE LETTER HANSEN SUBDIVISION February 11, 2019

Public Works, Gem County
Attn: Bruce Evans

Please accept this letter as a request for a variance for Hansen Subdivision, located at 619 Sharp Lane.

- a) We are requesting that the requirement for curb, gutter, sidewalk and storm drainage be waived by Public Works, Gem County, as there is no curb, gutter, sidewalk or storm drainage in close proximity to this proposed development.
- b) The owner and developer of the property is Gene Hansen.
- c) This variance request is required as a part of the subdivision application process with Gem County.
- d) This proposed subdivision consists of four lots.

Should you have further questions or concerns please contact Kevin Borah or Amy McCoy at Sawtooth Land Surveying. 208-398-8104.

Thank You
Kevin Borah, PLS



CITY OF EMMETT
Building & Zoning Department
601 E. 3rd Street
Emmett, Idaho 83617

Building & Zoning Department

Brian Sullivan:
bsullivan@cityofemmett.org

Ph: (208) 365-9569
Fax: (208) 365-4651

February 14, 2019

RE: Hansen Subdivision
RP06N01W058415
Emmett, ID 83617

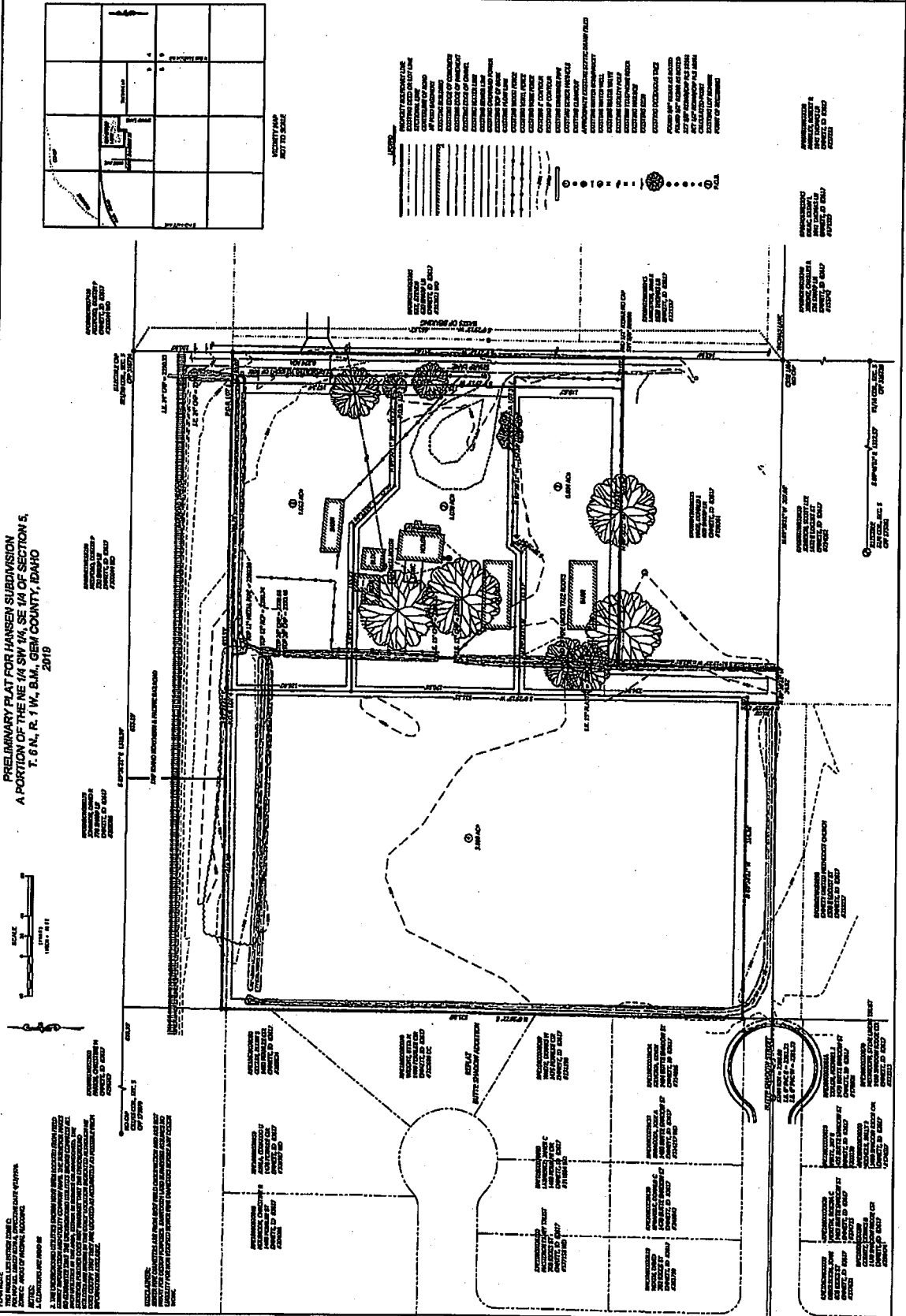
Attention Development Services,

In response to the pre-application meeting that was held on February 4, 2019, the city of Emmett has the following comments.

1. The only access to lot 4 of Hansen Subdivision is from Butte Shadow Street. This access point is located on property owned by the city of Emmett, which is reserved for a future extension of Butte Shadow Street.
2. Future access to lot 4 must be developed when a building permit is applied for, whether the property remains in Gem County or is annexed into the city of Emmett. Access is developed by means of constructing an extension of Butte Shadow Street on property owned by the city of Emmett and dedicated for a future road. Extension shall extend a minimum of 50' from end of cul-de-sac. Curb, gutter, and sidewalk will be required on both sides of the road way extension. This requirement is for a single-family residence.
3. If the property (lot 4) is annexed into the city of Emmett, and zoned to allow apartments, a full development plan will be required, with interior roads, including roadway improvements on the remaining length of the city owned right of way which is approximately 314' in length, according to the plat prepared by Sawtooth Land Surveying.
4. All improvements for access to lot 4 will be reviewed and approved by city of Emmett staff prior to construction. This may include review by the cities contract engineer firm. All costs associated with the review will be the responsibility of the applicant.

Sincerely,

Brian Sullivan
Building / Zoning Administrator





CITY OF EMMETT PUBLIC WORKS DEPARTMENT

601 East 3rd Street
Emmett, Idaho 83617

Gordon Petrie, Mayor
Lyleen Jerome City Clerk
Jake Sweeten, Attorney
Michelle Welch – City Council President

Councilman: Mike Stout
Eltona Henderson
Shawn Alder
Steve Nebeker
Gary Resinkin

City of Emmett
Mayor Gordon Petrie
Emmett City Council

Wednesday, March 06, 2019

RE: "Approval of Consolidated Supply Co. invoice in the amount of \$15,918.35."

Mayor, City Council:

[X] Concur with approving Consolidated Supply Co. invoice in the amount of \$15,918.35."

Attached is the Consolidated Supply Co. invoice as Exhibit A.

I recommend the following motion: **"Motion to approve Consolidated Supply Co. invoice in the amount of \$15,918.35."**

Sincerely,

City of Emmett

Superintendent
Public Works Department

*Our vision:
Protecting and providing quality public
improvements and services for City of Emmett*

*Cc:
Clint Seamons, C.O.E. Assistant Superintendent of Public Works
Brian Sullivan, C.O.E. Building and Planning Administrator
Doricela Millan-Sotelo, C.O.E Building and Public Works Office Manager*



Consolidated Supply Co.
P.O. Box 5788
Portland, OR 97228

INVOICE

INVOICE DATE	INVOICE NUMBER
02/25/19	S9118506.001
PLEASE REMIT PAYMENT TO:	
CONSOLIDATED SUPPLY PO BOX 5788 PORTLAND OR 97228-5788	

QUESTIONS ON THIS INVOICE
 208-463-9909

ENROLLMENT TOKEN
 WPW VBH FKH

1450 1 MB 0.428 E0219X I0341 D4556217932 S2 P6176272 0001:0001

SHIP TO:

CITY OF EMMETT
 221 NORTH MCKINLEY
 EMMETT ID 83617

CITY OF EMMETT
 501 E MAIN ST
 EMMETT ID 83617-3046

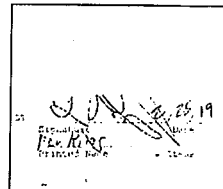
CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	ORDERED BY	SALESPERSON		HOME BRANCH
20105			Pat O'Leary - Nampa		7
ORDER WRITER	SHIP VIA	SHIP DATE	ORDER DATE	SHIP BRANCH	
Calvin Roy - Corporate	OT OUR TRUCK	02/25/19	02/01/19	7	
DESCRIPTION	ITEM NUMBER	SHIP QTY	U/M	NET UNIT PRC	NET.AMOUNT
LL 1"X21" LOW-LEAD H1404-2A-N METER YOKE W/ L/W STOP & ASSE DUAL CK ** This is a special order item **	1180771	50	ea	268.047	13402.35
LL H14222N 1" MULTI-PURPOSE END CONN X FIP MUELLER LOW LEAD	1123126	50	ea	23.278	1163.90
LL H14223N 1" MULTI PURPOSE MIP END CONN MUELLER LOW LEAD ** This is a special order item **	1180077	50	ea	18.878	943.90
6136 1" SS IPS STIFFENER AY MCDONALD 4130-765 (SAME AS 6133T 1-1/4" CTS 4130-761)	160917	200	ea	1.789	357.80
184235 RED FIBER GASKET FOR 1" H14222N & H14223N END CONNS 1/8" THICK MUELLER ** This is a special order item **	1360183	60	ea	0.84	50.40

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We now offer e-mail as a convenient way for you to receive your invoices and statements. Receive them faster, so you can bill your customers faster. Our goal is to make it easy for you to receive and manage your invoices.

Save time and money while helping us "Go Green".
 Contact Shelly at ellshe@consolidatedsupply.com or by phone at (503) 906-3237 & get set up today!

Invoice is due by 03/31/19.



SUBTOTAL	15918.35
FREIGHT	
SALES TAX	0.00
AMOUNT DUE	15918.35



5225 W 2400 S
 Salt Lake City, UT 84120
 Phone: (801) 975-7300
 Fax: (801) 977-8833

INVOICE #: S6551815.003
 INVOICE DATE : 02/11/19
 P/O #: DUCT
 REL #:

REMIT TO:
 Codale Electric Supply
 P.O. Box 740525
 Los Angeles, CA 90074-0525

BILL TO:

3695 1 MB 0.428 E0005X I009 D4533667344 S2 P6159398 0001:0001



CITY OF EMMETT
 501 E MAIN ST
 EMMETT ID 83617-3046

Tel: 801 - 975 - 7300

SHIP TO:
 CITY OF EMMETT
 501 E MAIN ST
 EMMETT ID 83617

ORDER DATE	SHIP DATE	WRITER	TERMS	SHIP VIA	TAX BR	ORDERED BY
11/14/18	02/11/19	Anthony Beckstrom	NET 25TH OF MONTH	128 SE IDAHO	25	
ORDER QTY	SHIP QTY	DESCRIPTION			NET PRC	EXT PRC
5000ft	5000ft	DURALINE 10008724 18/14 4WAY FUTUREPATH ORANGE JACKET W/#20 WIRE MICRODUCTS BLUE BROWN GREEN & ORANGE			1.500/E	7500.00
15000ft	15000ft	DURALINE SILICORE 1-1/4IN RIBBED SDR11 3-COLOR BLUE GREEN RED MUST BE PARALLEL WRAPPED 3X2500FT			0.510f/t	7650.00

All sales subject to Codale Terms and Conditions(T&C's) Available at www.codale.com/terms Sales Tax is Not included in any Bid		Net Amt	15150.00
		Sales Tax	0.00
		Total	15150.00

NET 25TH OF MONTH

BRANCH LOCATIONS

SALT LAKE CITY, UT • OREM, UT • PRICE, UT • BLANDING, UT • OGDEN, UT • CEDAR CITY, UT • ST.GEORGE, UT • LOGAN, UT • VERNAL, UT • ELKO, NV • LAS VEGAS, NV | AFFILIATE • ROCK SPRINGS, WY • CASPER, WY



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Eltona Henderson
Shawn Alder
Steve Nebeker
Gary Resinkin

Thursday, March 07, 2019

Mayor and City Council:

Bruce Evans, Clint Seamons, and Brian Sullivan met on February 26, 2019 with three members of the Airport Committee to discuss hangar lease fees and adding some new verbiage to allow yearly fee increases to the hangar lease agreements. The Airport Committee is in favor of a hangar fee increase.

Sincerely,

Emmett Public Works