# City of Emmett Council Meeting

## May 10,2022

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

**Council Present**: Council President Steve Nebeker, Councilor Tona Henderson, Councilor Thomas Butler, Councilor Jody Harris, Councilor Gary Resinkin, Councilor Denise Sorenson
**Council Present via telephone:**
**Council absent:**
**Staff Present:** Lyleen Jerome, Mike Knittel, Steve Kunka, Alyce Kelley, Brian Sullivan, Stephanie Johnson
**Staff Present via telephone:** Clint Seamons,
**Public Present:** George Seitz & Kristen Seitz, 315 E. 3rd Street
**Public Present via telephone**: None
**Amendments to the Agenda**: None
**Declaration of Conflicts of Interest:** .
**Declaration of Council Members' Discussion Outside an Open Meeting**: None

ELECTED OFFICIALS:
Mayor –
**Proclamations:** Mayor proclaimed H.O.P.E Week as May 16-20, 2022 and presented the proclamation to Alyce Kelley, Library Director
**City Council** – Councilor Henderson let the Council know that the US House of Representatives would be voting on the extension of the Downwinders Bill.
**Announcements and Good of the Order** – Mayor Petrie announced that Fire Chief Curt Christensen had been presented the President's Award of Excellence in Dedication of Service to the members of the Idaho Fireman's Association and the Fire and Emergency Services across Idaho.

CONSENT AGENDA:
**Approval of Minutes** April 26, 2022
**Approval of Accounts Payable**
**Approve Permits – None**
Council President Nebeker moved to approve **THE CONSENT AGENDA.** Seconded by Councilor Henderson. The motion passed by **voice vote**.

DISCUSSION/INFORMATION UPDATES:

NON-CONSENT AGENDA
BUSINESS:
Mary Soito WICAP requested approval of Idaho Department of Health and Welfare LIHWAP Vendor Agreement and approve payments from WICAP. Councilor Henderson moved to approve **THE IDAHO DEPARTMENT OF HEALTH AND WELFARE LIHWAP VENDOR AGREEMENT WITH THE MAYOR TO SIGN.** Seconded by Councilor Resinkin. **Motion passed by roll call vote.**
AYES - – Council President Nebeker, Councilor Butler, Councilor Harris, Councilor Resinkin, Councilor Sorenson.
NAYS - None

Chief Kunka representing Chief Christensen requested approval to accept vehicle from Fire Auxiliary to Emmett Fire Department. Council President Nebeker moved to approve **TO ACCEPT A DONATION OF A CHEVY TAHOE FROM THE FIRE AUXILILARY TO THE EMMETT FIRE DEPARTMENT.** Seconded by Councilor Henderson. **Motion passed by voice vote.**

Chief Steve Kunka requests approval for traffic flow changes during Cherry Festival. Councilor Henderson moved to approve **TRAFFIC FLOW CHANGES DURING THE CHERRY FESTIVAL.** Seconded by Councilor Resinkin. **Motion passed by voice vote.**

Stephanie Johnson, Deputy City Clerk requests approval of Resolution #R2022-02. Council President Nebeker moved to approve **RESOLUTION #R2022-02 A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF EMMETT, IDAHO, ADOPTING A REVISED RECORD RETENTION SCHEDULE.** Seconded by Councilor Butler. **Motion passed by voice vote.**

Stephanie Johnson, Deputy City Clerk requests approval of Resolution #R2022-03. Councilor Sorenson moved to approve **RESOLUTION #R2022-03 A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF EMMETT, IDAHO, AUTHORIZING DESTRUCTION OF RECORDS AS INDICATED IN THE COUNCIL PACKET.** Seconded by Councilor Harris. **Motion passed by voice vote.**

Clint Seamons, Public Works Director requests approval of Ordinance #O2022-05. Council President Nebeker moved to approve **ORDINANCE #O2002-05 AN ORDINANCE OF THE CITY OF EMMETT, IDAHO, AMENDING TITLE 7, CHAPTER 3, SECTION 1 OF THE CITY CODE; MUNICIPAL AIRPORT ESTABLISHED; CHANGING THE KNOWN DESIGNATED NAME OF THE EMMETT MUNICIPAL AIRPORT TO "SAWYER AIRFIELD"; AND PROVIDING AN EFFECTIVE DATE AND DISPENSE WITH RULE REQUIRING ORDINANCES TO BE READ ON THREE SEPARATE DAYS AND ONCE IN FULL, AND THAT THE ORDINANCE BE READ ONCE BY TITLE.** Seconded by Councilor Henderson. The motion passed by **roll call vote.**

**AYES** – Council President Nebeker – AYE, Councilor Butler – AYE, Councilor Harris – AYE, Councilor Resinkin – AYE, Councilor Sorenson - AYE
**NAYS** – None

**City Clerk Lyleen Jerome** read ORDINANCE #O2022-05 by Title

Council President Nebeker moved to accept **THE FIRST AND ONLY READING OF ORDINANCE #O2022-05, DIRECT THE MAYOR TO SIGN, AND DIRECT THAT IT BE PUBLISHED BY SUMMARY.** Seconded by Councilor Sorenson. The motion passed by **roll call vote.**
**AYES** – Council President Nebeker, Councilor Butler, Councilor Harris, Councilor Resinkin, Councilor Sorenson.
NAYS - None

Clint Seamons, Public Works Director requests approval of payment to Traffic Safety Supply. Councilor Henderson moved to approve **PAYMENT TO TRAFFIC SAFETY SUPPLY IN THE AMOUNT OF $19,417.11.** Seconded by Councilor Resinkin. Motion passed by **voice vote.**

Clint Seamons, Public Works Director requests approval of payment to Morrow Electric. Councilor Henderson moves to approve **LOW BID AWARD TO MORROW ELECTRIC IN THE AMOUNT OF $18,100.00.** Seconded by Councilor Sorenson. Motion passed by **voice vote.**

DEPARTMENT/ ACTIVITY REPORTS

A. **Building Official/City Planner** – No report
B. **Clerk** – Lyleen Jerome, City Clerk – No report
C. **Fire** – Curt Christensen, Fire Chief– Absent
D. **Library** – Alyce Kelley, Director– Invited Mayor and Council to participate in H.O.P.E Week.
E. **Police** - Steve Kunka, Police Chief– No report
F. **Public Works** – Clint Seamons, Public Works Director– No report
G. **Systems Administrator** – Mike Knittel, IT Systems Director– No report
H. **Engineer** - None

Councilor Henderson **MOVED TO ADJOURN.** Seconded by Councilor Resinkin The motion was passed by **voice vote.**

**Meeting Adjourned 7:45 p.m.**

**Mayor Gordon Petrie** | **Lyleen Jerome, City Clerk**

# CITY OF EMMETT

## Bartender Permit Checklist

Applicant Name SONNI S. MCGILL - BASS

Date Application Received 04/12/22 By SJ

- ☒ New Application ☐ Renewal Application
- ☒ Application Notarized
  - ☒ Fingerprint Receipt Attached (New only)
  - ☒ Background receipt (New only)
- ☒ Copy of Driver's License Attached
- ☒ Permit Fee Paid
- ☒ Temporary Permit Language added to Receipt (New only)

Police Department

- ☑ Fingerprint Results Attached (New only) 5/12/22
- ☑ Background Check _____
  - _____ Emmett Police Name/Records Check
  - ✓ Gem County Sheriff's Name/Records Check
  - _____ Other

Date Requested: _____ Date Completed: 5/12/22

V Lanham — Completed by

Chief of Police

City Council

- ☑ Added to Council Agenda for approval

City Council Approved Yes ☐ No ☐ _____ Council Date

Official Permit

- ☐ Created _____ _____
- ☐ Mailed _____ _____

**Building Department**

Brian Sullivan:
bsullivan@cityofemmett.org
Ph: (208) 365-9569
Fax: (208) 365-4651

# CITY OF EMMETT

**Building Department**
**601 E. 3rd Street**
**Emmett, Idaho 83617**

RE: Building Permit Fee Waiver

Mayor and Council,

I am looking for a motion to approve the EHS Booster Club building permit fee waiver for the removal and replacement of the Emmett High School Stadium Press Box.

Sincerely,

Brian Sullivan

City of Emmett
Building Official
Zoning Administrator

May 3, 2022

Building Department
601 East 3rd Street
Emmett ID, 83617

Building Permit Department,

Emmett Independent School District 221 is requesting that the city of Emmett waive building permit fees for the removal and replacement of the Emmett High School Stadium Press Box. This project is a priorite of our EHS Booster Club and the funds for this project have been donated by local businesses.

Thank you for your consideration, and if you need any further documentation or information please feel free to contact me.

Sincerely,

Craig Woods
ESD Superintendent

Emmett Independent School District No. 221
119 N. Wardwell Avenue, Emmett, Idaho 83617 208-365-6301 info@isde221.net emmettschools.org

# EMMETT POLICE DEPARTMENT

501 E. Main Street – Emmett, ID 83617
Fax 365-6062 Phone 365-6055

**Steve Kunka, Chief of Police**


May 18, 2022

Mayor Gordon Petrie
Emmett City Council

This is my approval to the request from the Cruise Night Volunteers/Annette Severy for a controlled cruise on July 16, 2022. The controlled cruise that has been developed has helped eliminate some of the congestion seen in the prior years. For law enforcement, this has helped us as it has limited the number of vehicles on the roadway during the dedicated cruise time and we were able to concentrate on other areas of need. Like in the past South Washington Avenue will be opened back up at 9:00 PM to all traffic. This year I was contacted by Harry Granger who advised the Lions Club would be assisting the Cruise Night Volunteers by providing the insurance for the controlled cruise. Harry and Annette gave me a traffic control plan that was provided to them by Idaho Traffic Control. Cruise Night Volunteers are planning on having a flagger at each intersection along with the traffic control signs like they have done in the past.

If approved by City Council please consider the following.

- Written document of what is expected from Volunteers at intersections.
- Include responsible person's names and phone numbers with written document to Police.
- The police department will not have officers available for traffic control
- Chief Kunka will place out traffic candles Friday the 16th on the Southside of Dewey St. and also on Johns near the area where the cars come into the park.

During the 2021 cruise the Emmett Police Department was very pleased with the way this event was conducted. We expect the same in 2022.

Steve O. Kunka
Chief of Police

## Steve Kunka

**From:** annette severy-brown <asmurfette@live.com>
**Sent:** Monday, May 9, 2022 7:38 PM
**To:** Steve Kunka
**Subject:** Re: FW: cruise night

Caution! This message was sent from outside your organization. Block sender

Severy
3310 Tom's Cabin Rd
Emmett ID
208-284-1132

May 9, 2022

Mr. Mayor and Esteemed Council,

I am writing in hopes of being placed on the agenda for the City Council meeting of May 24, 2022. I am organizing the 2022 Cruise Night and would like to request the needed road closures. Harry Granger, also I the Emmett Lion's Club, may also be speaking.

I thank you for your consideration in this matter.

My best regards,
Annette Severy

On Mar 28, 2022 10:36 AM, Steve Kunka <skunka@emmettpolice.com> wrote:

Annette,

Please update these attachments. I will update my letter once I get the others from you.

Thanks,

Steve O. Kunka

Police Chief

Emmett Police Department

501 East Main Street

Emmett, Idaho 83617

Phone (208)398-2082

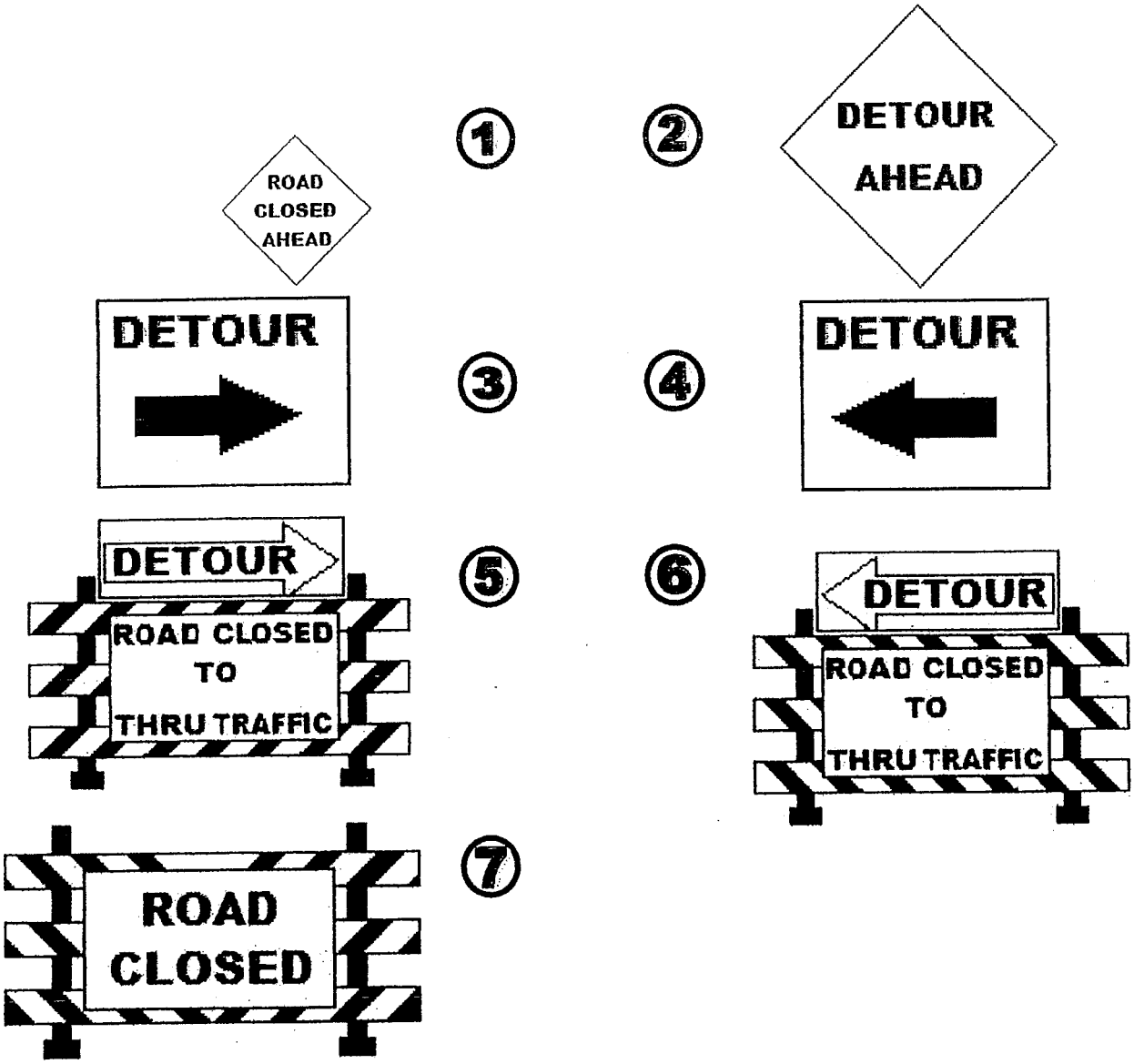
**From:** Steve Kunka
**Sent:** Monday, May 17, 2021 8:50 PM
**To:** Lyleen Jerome <ljerome@cityofemmett.org>
**Subject:** cruise night

Lyleen,

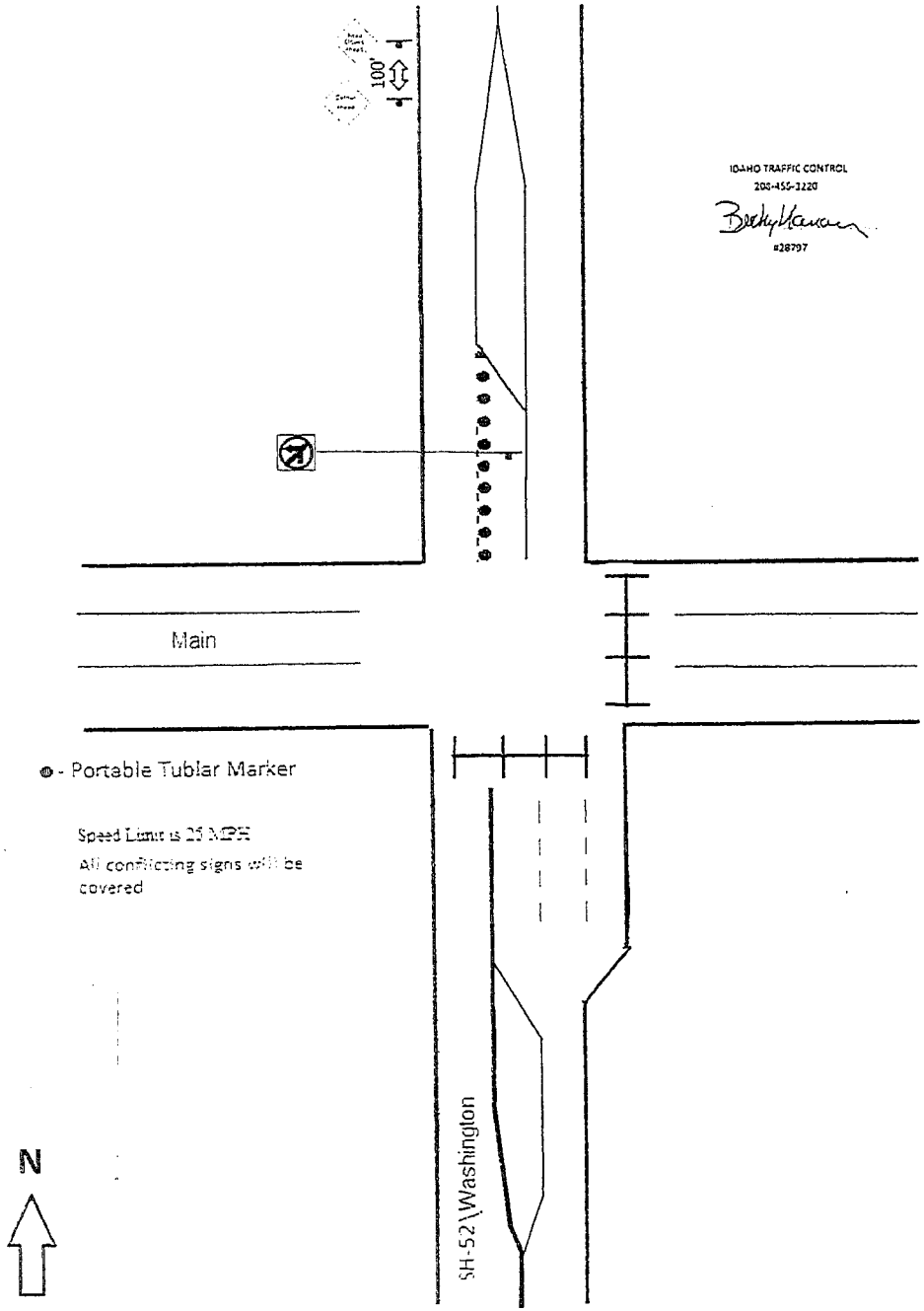
At the end of April I was contacted by representatives from the lions club and by Annette Severy (208-284-1132 asmurfette@live.com) requesting the closing of roads for the Annual car show and cruise night July 17, 2021. Attached are the documents needed for our next council meeting in May. Lyleen the attached PDF has a letter from the Driscolls that is old and does not need to be submitted this. Just submit the traffic plan and my updated letter from me to them.

Steve

# KEY




**NOTE: ALL SIGN SPACING 100'**

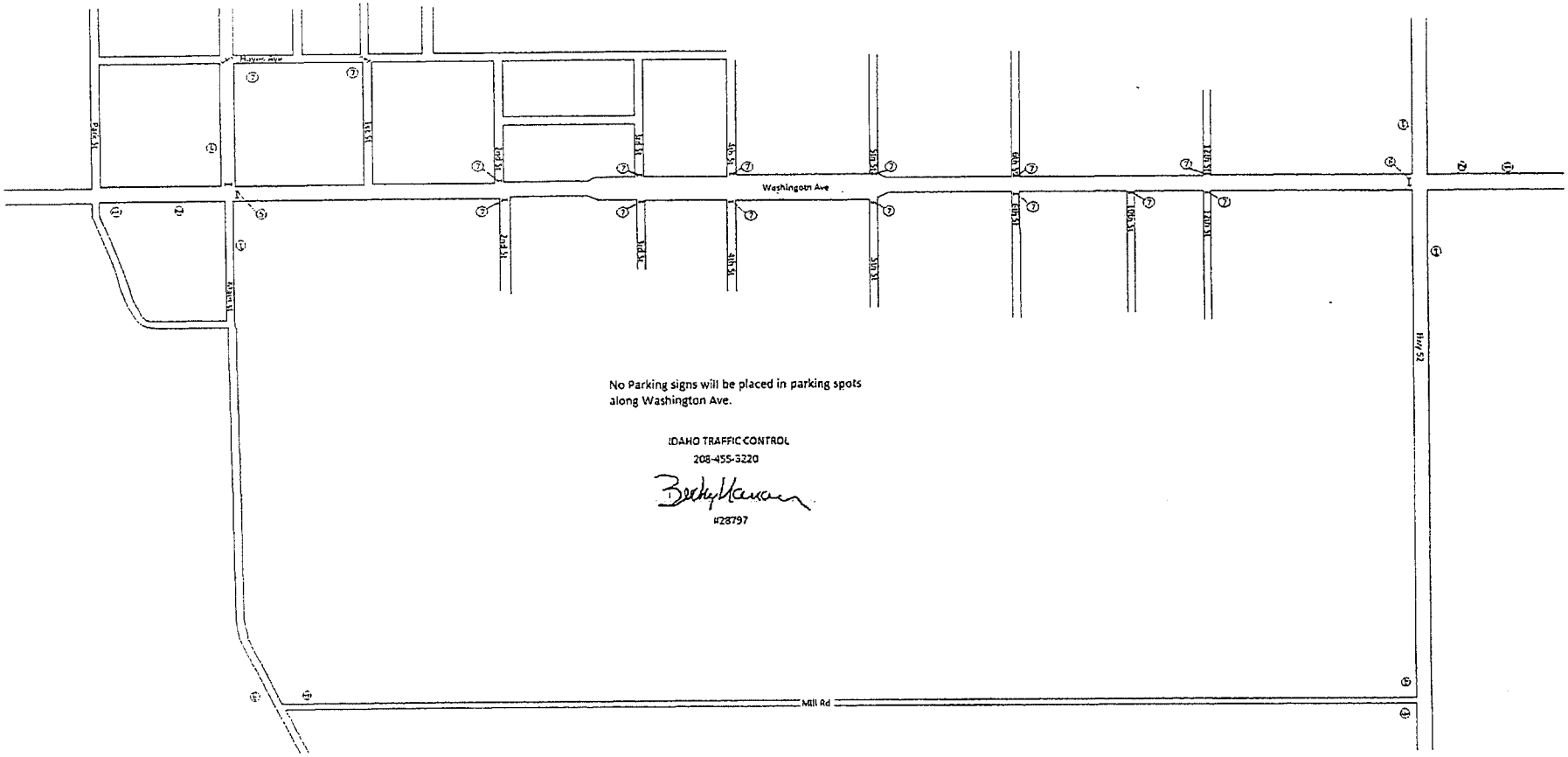



IDAHO TRAFFIC CONTROL
208-455-3220
#28797

- Portable Tublar Marker

Speed Limit is 25 MPH

All conflicting signs will be covered




No Parking signs will be placed in parking spots along Washington Ave.

IDAHO TRAFFIC CONTROL
208-455-3220

#28797

# City's Strategic Pillars
## 5/24/2022

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

**Building/Zoning Department Goal**

- Educate staff to obtain intimate knowledge of building and zoning codes. 45%
- Update outdated city ordinances, implement new ordinance-----70% zoning and building only.
- Obtain accessibility inspector certification----40%
- Comprehensive Plan overhaul and revision----- 40%
- Digitalize and organize all building and zoning files and plans----16%

***Accomplishments since last report***

1. Permits, April: New house = 3, Foundation Only =, Commercial =, Duplex =, Tri-plex =, Apartment = - Hangars = Manufactured Home = 1, Fees Collected: $ 5,529.84
2. Reviewing house plans and zoning applications
3. Started preliminary work on updating our zoning map
4. Continued work with Logan Simpson for the comprehensive plan
5. Drafted Area of City Impact map for proposed new boundaries, met with County Zoning Staff and County Commissioners to discuss proposed boundary change
6. Completed plan review for Sawtooth Land Surveying addition and remodel
7. Complete BAS (Boundary and Annexation Survey) report to Census Bureau
8. Work on job description for Planning and Zoning Department
9.

***Plan for next 30 days***

10. Send out job description for new employee to replace Alishia.
11. Daily operations, plan reviews, contractor talks, developer talks, etc.
12. Updates to Title 7, water and sewer, city code
13. Ordinance Amendment to fences
14. Work on Building Department fee increase for permits
15. Addressing of subdivisions
16. Start Preliminary Budget
17. Issue addresses to John Wood Property to clarify the different buildings and event attractions
18. Construction Drawings for Payette River Estates Sub. Review
19. Construction drawing review Gem Valley Townhomes
20. Zoning Applications:

- Rezone 835 W. 4th street Commercial to R-3 multi-family
- Rezone 1102 E. 12th street R-1 single family to R-3 multi-family
- SUP, 1018 S. Washington, single-family residential behind a commercial business
- Final Plat for Skyhawk

***Training (see attached)***

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

***City's Strategic Pillars***
***05/24/22***

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

***Clerk's Goals this Budget Year***

- Increase ACH (Direct Pay) 10% from prior year
- Digitalize Resolutions and Legal Documents
- Streamline on line forms
- ADA Compliance Updates to City Hall – modify walk up payment window-customer friendly

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

***Training:*** *AIC District Meeting 4/25/22*
*Black Mountain Training – Accounting/UB*

***Accomplishments since last report***

- **April Transactions**
  - Billings sent – **3083**
  - E-mail Bills - **627**
  - ACH (Direct Pay) customers **582**
  - Over the counter Water/Sewer payments (checks/cash) –**1844**
  - On-Line Credit Card Payments – **600**
  - Over the counter credit card payments – **57**
  - Disconnection late letters mailed - **257**
  - Water disconnections due to non-payment - **29**
  - New Water/Sewer Accounts opened - **25**
  - Cemetery Lots Sold/Deeds Issued – **6**
  - Open/Close Cemetery Lots - **10**
  - Bartender/ Alcohol/Catering Permits - **5**
  - Dog License -**11**
  - Business Registration Certificate – **1**
  - Vendor Permits/Other License – **4**
  - Tort Claim – **1 - Denied**
  - Accounts Payable Claims processed – **136**
  - Onboard new employees – **0**
  - Employee terminations – **0**
  - Payroll processed- **153**
- Updated financials – April
- April Bank Reconciliation on 6 bank accounts
- Scanned minutes to electronic filing
- Record Retention-Destruction – 75 boxes completer 5/18/22
- Budget meeting with Directors Individually – Finalize numbers in June, present to Council in July

***Plan for next 30 days***

- Attend Annual Budget Conference – Nampa Civic Center
- Budget meetings with Directors
- Update Ordinance and Resolution Logs
- Records retention and destruction
- Get bids to update/modify walk up customer window for easier customer access
- Landscaping with rock around City Hall building before May 1st when lawn mowing begins

# City of Emmett, Idaho

Monthly Financial Report
March 2022

## *Our Cash...*

*Account Balances*

| | |
|---|---|
| **GENERAL FUND** | |
| Cash | $ 411,257 |
| Investments | $ 3.271M |
| **STREET FUND** | |
| Cash | $ 285,022 |
| Investments | $ 371,150 |
| **LIBRARY FUND** | |
| Cash | $ 53,294 |
| Investments | $ 126,200 |
| Designated Funds | $ 67,849 |
| **CEMETERY FUND** | |
| Cash | $ 13,205 |
| Investments | $ 125,747 |
| **PERPETUAL CARE FUND** | |
| Cash | $ 22,720 |
| Investments | $ 74,426 |
| **WATER FUND** | |
| Cash | $ 293,297 |
| Investments | $ 3.812M |
| Bond Reserve | $ 174,258 |
| **SEWER FUND** | |
| Cash | $ 312,556 |
| Investments | $ 5.130M |
| Bond Reserve | $ 319,338 |
| **SANITATION FUND** | |
| Cash | $ 615 |
| Investments | $ 119,810 |
| **TECHNOLOGY FUND** | |
| Cash | $ 51,688 |
| Investments | $ 100,000 |
| **GOV'T FUND PROJECTS** | |
| ARPA Investments | $ 583,557 |

## *BUDGET VS. ACTUAL YEAR TO DATE*

**General Fund Revenues and Expenditures**

| | | |
|---|---|---|
| **Fiscal Year 2021-22 Budget** | **$2,884,683** | |
| Revenues to Date | $ 2,192,931 | 76% |
| Expenditures to Date | $ 1,709,081 | 59% |

**Road & Street Fund Revenues and Expenditures**

| | | |
|---|---|---|
| **Fiscal Year 2021-22 Budget** | **$ 634,361** | |
| Revenues to Date | $ 485,653 | 77% |
| Expenditures to Date | $ 242,639 | 38% |

**Library Fund Revenues and Expenditures**

| | | |
|---|---|---|
| **Fiscal Year 2021-22 Budget** | **$ 260,612** | |
| Revenues to Date | $ 176,946 | 68% |
| Expenditures to Date | $ 139,779 | 54% |

**Cemetery Fund Revenues and Expenditures**

| | | |
|---|---|---|
| **Fiscal Year 2021-22 Budget** | **$ 124,241** | |
| Revenues to Date | $ 81,648 | 66% |
| Expenditures to Date | $ 76,230 | 61% |

**Water Fund Revenues and Expenditures**

| | | |
|---|---|---|
| **Fiscal Year 2021-22 Budget** | **$1,825,300** | |
| Revenues to Date | $ 1,134,017 | 62% |
| Expenditures to Date | $ 763,686 | 42% |

**Sewer Fund Revenues and Expenditures**

| | | |
|---|---|---|
| **Fiscal Year 2021-22 Budget** | **$2,161,800** | |
| Revenues to Date | $ 1,517,530 | 70% |
| Expenditures to Date | $ 864,101 | 40% |

**Sanitation Fund Revenues and Expenditures**

| | | |
|---|---|---|
| **Fiscal Year 2021-22 Budget** | **$ 659,200** | |
| Revenues to Date | $ 420,817 | 64% |
| Expenditures to Date | $ 419,218 | 64% |

**Technology Utility Fund Revenues and Expenditures**

| | | |
|---|---|---|
| **Fiscal Year 2021-22 Budget** | **$ 26,000** | |
| Revenues to Date | $ 106,832 | 411% |
| Expenditures to Date | $ 20,249 | 78% |

## *Specific Revenues Collections at a Glance...*

**Property Tax Collections**

| | | |
|---|---|---|
| **Budget** | **$1,972,625** | |
| Revenues to Date | $ 1,270,530 | 64% |

**State Shared Revenue Collections**

| | | |
|---|---|---|
| **Budget** | **$ 683,570** | |
| Revenues to Date | $ 596,148 | 87% |

**Building Permit Revenues Collections**

| | | |
|---|---|---|
| **Budget** | **$ 125,000** | |
| Revenues to Date | $ 122,166 | 98% |

### *City's Strategic Pillars*

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

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

- Work to provide a training area to include a burn building where class A materials can be burnt and provide a constant, realistic and rigorous training program (50% of completion)
- Provide all equipment necessary to allow for daily mission execution while meeting operational goals. **(70% of completion)**
- Implement a community based risk program that educates so that in each iteration high standards will be enforced, thus making our community safer. (50% of completion)
- Provide a positive work environment thus keeping well-trained and motivated firefighters for at least five year tours. (78% of completion)

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

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

- Assisted 6 residents Installed 10 smoke detectors in homes 5 batteries
- Discussed with Property management company smoke detector issues
- Generator maintenance
- Research calls for a public records request
- Answered questions for a residents about set back
- Inspected a New business
- Answered question for a day care regarding modification to existing occupancy load
- Provided plans to alarm company for a bid for the library
- Cleaned up the outside of the station and sprayed for weeds
- Assisted the Senior Center with heating issues & Blower Issues
- Responded to requests for road access to a building (forwarded the to GCFD1)
- Assisted with a lock down drill, multiple fire drills
- Installed 1 car seat
- Tested a hydrant on Judo, reached out to Clint with results
- Meetings: Chaired the LEPC meeting, budget meeting, Idaho Fire Chiefs, GCHC, CISM
- Spring cleaning station inside
- Participated in Reality Day
- Flowed a hydrant in Highland
- Volunteer Firefighter appreciation dinner
- Working with Carberry with sprinkler issues

My sole belongs to the Lord and my body and honor to my country.

### *Plan for next 30 days*

- Insulate Hazmat trailer
- Work on Regional Approach to Hazmat Response
- Inspect all Assisted Livings
- Complete inspection of downtown
- Start Planning for two grants
- Look in to finical feasibility of compensation for long call outs
- Develop a curriculum for PD officers
- Finish Class on Coordinated ventilation
- ~~Hydro the hydrants in the Judo Lane area~~

*Training (See Attached)*

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

| Emp, Title | Training/Hours | Date | Location | Cost/Certificate |
|---|---|---|---|---|
| Chief, Deputy Chief | Idaho Fire Chiefs/ 20hrs | 4/28-5/1 | Co | $1200 |
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| | | | | |
| # Emp. Trained | Total Training Hours | | | Total Cost |
| 2 | 40 | | | $1200 |

## *City's Strategic Pillars 4/12/2022 @ LIBRARY*

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

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

***Library Goals this Budget Year (with percentage of completion to date, (FY 21-22)***

- "Balancing of Efficiencies" with patron services and library usage (Growth); by collaborating with other community entities that support the library's mission of 202-2022, partnerships that help the library as it stretches to serve a growing community.

- Library will implement a software to recover patron's fines, pending LYNX start-up; expand delivery of learning opportunities through in-house & outreach programs.

- Library will develop Adult/Senior support services for Senior Living businesses, resources to enhance "A Place For Seniors To Age & Stay"

- Develop grant/gift programs as well as in-kind contributions, providing no less than $50,000 a year towards budget. **To date: Donations=$15,719.48 + Grants=$17,205.00, In-Kind Donations=$530.00**

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

***Yearly Training list-*** None at this time

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

- First Books Grant FY21-22, distribution is a monthly drop off at Head Start of 50 books
- Grant Exploration for Smart Locker Project (AARP, ICF, ICFofL)
- STEM Grant for Summer Reading and Rotary Grant submitted, RECEIVED $500
- AARP grant for Library Locker System Submitted
- Book Tasting Fundraiser April 9th 10am-2pm (57 attended)
- First Wednesday, National Walking Day April 6th in the park "You Are a Lion: Fun Yoga"
- "So All Can Read" grant through ICFoL completed

## Next 30 days

- National Volunteer Appreciation Week April 17-22 (celebrating over 3,540 hrs in 2021)
- Youth Appreciation Day April 30th
- Summer Reading planning, now for Event:(June 7-July 22)
- Preparing for the "Great Cherry Bake Sale" June 16-18, it's going to be sweet!

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

| 2021-22 Lil | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | 21-22 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| PATRONS | | | | | | | | | | | | | TOTALS |
| Resider | 4731 | 4751 | 4764 | 4786 | 4803 | 4822 | | | | | | | 4803 |
| NonRes | 3123 | 3146 | 3151 | 3159 | 3168 | 3185 | | | | | | | 3168 |
| Adult-Circ | 2986 | 3070 | 2953 | 3352 | 2297 | 3166 | | | | | | | 17824 |
| Teen-Circ | 708 | 707 | 460 | 518 | 395 | 515 | | | | | | | 3303 |
| Juvenile-C | 3965 | 4347 | 2859 | 3412 | 2223 | 4268 | | | | | | | 21074 |
| TOTAL BO | **7659** | **8124** | **6272** | **7282** | **4915** | **7949** | **0** | **0** | **0** | **0** | **0** | **0** | 42201 |
| Audios-Cir | 198 | 176 | 140 | 153 | 119 | 171 | | | | | | | 957 |
| In-house T | 57 | 68 | 23 | 16 | 17 | 41 | | | | | | | 222 |
| In-house E | 84 | 441 | 179 | 198 | 21 | 97 | | | | | | | 1020 |
| Trade/Excl | 106 | 128 | 103 | 114 | 67 | 108 | | | | | | | 626 |
| Hobbies/G | 26 | 31 | 36 | 42 | 29 | 32 | | | | | | | 196 |
| Video/DVD | 2193 | 2418 | 2047 | 2028 | 1069 | 2141 | | | | | | | 11896 |
| TOTAL CIF | **10323** | **11386** | **8800** | **9833** | **6237** | **10539** | **0** | **0** | **0** | **0** | **0** | **0** | 57118 |
| Outreach ( | 37/28 | 293/00 | 50 | 49 | 50 | 359 | | | | | | | 457 |
| Children's | 130 | 147 | 109 | 88 | 39 | 254 | | | | | | | 513 |
| Family Act | 43 | 55 | 41 | 49 | 37 | 385 | | | | | | | 610 |
| Computer | 359 | 359 | 329 | 276 | 122 | 371 | | | | | | | 1816 |
| WiFi Usag | 149 | 169 | 133 | 122 | 159 | 144 | | | | | | | 876 |
| Reference | 81 | 97 | 89 | 94 | 128 | 124 | | | | | | | 613 |
| Meeting R | 7 | 11 | 9 | 16 | 13 | 38 | | | | | | | 94 |
| Proc: Audi | 7 | 0 | 89 | 29 | 24 | 1 | | | | | | | 150 |
| Proc: DVD | 112 | 38 | 48 | 60 | 45 | 16 | | | | | | | 319 |
| Proc: Bool | 282 | 202 | 187 | 262 | 205 | 295 | | | | | | | 1433 |
| HobbyColl | 0 | 0 | 11 | 0 | 19 | 5 | | | | | | | 35 |
| ILL snt/rec | 9 | 7 | 7 | 5 | 6 | 8 | | | | | | | 42 |
| Audios Wi | 0 | 61 | 71 | 6 | 21 | 0 | | | | | | | 159 |
| Videos/DV | 0 | 0 | 48 | 1 | 8 | 1 | | | | | | | 58 |
| Books Wit | 348 | 48 | 192 | 26 | 73 | 55 | | | | | | | 742 |
| Patron Vis | 3719 | 4138 | 4062 | 2669 | 2526 | 4390 | | | | | | | 21504 |
| Curbside | 5 | 7 | 3 | 530 | 178 | 64 | | | | | | | 787 |
| Volunteers | 109 | 124 | 185 | 217 | 191 | 229 | | | | | | | 1055 |
| Friends of the Library-Yearly | | | | | | | | | | | | | |

## *City of Emmett Police Department*

City's Strategic Pillars

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

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

- Retain 100% of Staff for no less than 5 years. (Current 7-17)
- Proactively make residences and businesses along 1/5 of the main arterials in the city at least 80% ordinance compliant each year, in addition to reacting to citizen complaints; new arterials will be targeted each year (2020 4th Street). (20%)
- Update our reserve program with the newest policies and procedures directed by Idaho P.O.S.T. and double the number of officers. **(as of 1-10-22 hiring focus is on filling full time openings)**
- Updating **(99% complete)** and implementing **(36% completed)** a complete standardized protocols and policies manual utilizing current industry practices. This is a partnership with Lexipol that has been recognized in risk management for law enforcement.

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

***Training Last 30 days***

***See attached***

- **Officer Hall has graduated from POST.**
- **Will be meeting with a representative from the High School to go over newer lockdown procedures. SRO and Rep. from high school will be meeting before they do their first lock down drill of the school year. Lockdown drill was performed for first time this year.**
- **IT has completed installment of e-citation. Training has been completed. Systems are being used but just for officers to get used to it and work out any of the bugs.**
- **Hayden Wright is in Phase III.**
- **Officer Harris is in Phase II.**
- **Officer Parker and Officer Leatherman have been assigned the duties of recruitment. 3 applicants will be starting the testing process at the end of the month. We have one applicant in backgrounds.**
- **Have been working with Clint and JSE enterprises on an estimate for Police Department Remodel.**
- **Contacted manager Norm Collinsworth of Farmers Co-Op who will be posting no parking signs along canal banks and giving us approval to enforce signs and ordinances. This was approved by their board In April 7th.**
- **Mobile speed trailer is being moved and charged by the Emmett Fire Department.**
- **With assistance of Canal Company EPD Officers were successful in removing all vehicles from both sides of the canal banks between S. Lincoln and Boise Ave. This should stay this way because of signage posted by canal company.**
- **EPD has received NARCAN at no charge for officers to use when a drug over dose emergency occurs. Training and Policy to come.**
- **Updated Identity theft packets.**

***Plan for next 30 days***

- Implementation of new lockdown procedure.
- Fire, public works and building will be meeting with John Wood to discuss Stony's.
- Working on getting Speed limit changed on Lincoln and Boise.
- Ordinance Focus Boise and Lincoln Ave.
- Researching yearlong grant that could fund a traffic officer through ITD.
- Will be putting on collection of fingerprint training for all patrol and deputies.
- Police Department join social media platform.
- Get officers trained in ABLE (Active Bystandership for Law Enforcement project).
- Installment of e-citation.
- Working on improving Alert sense with dispatch and process for reporting of missing children. Need to meet with Sherriff Wunder to set guidelines.
- Remodel of Police Department.
- Working with public works and county roads on getting the speed limit to be 25 on 12th street to the east of Washington.

# EMMETT POLICE DEPARTMENT

## April Patrol Statistics

| | TOTAL |
|---|---|
| Felony Arrests - Male | 3 |
| Felony Arrests - Female | 1 |
| | |
| Misd. Arrests - Male | 10 |
| Misd. Arrests - Female | 4 |
| | |
| Traffic Stops | 111 |
| Infraction Cite | 16 |
| | |
| Dispatched Calls | 222 |
| Officer Initiated | 35 |
| Reports | 56 |
| | |
| Dogs Taken to Pound | 2 |
| | |
| Ordinance Calls | 8 |

**Community Involvement**

Officer attended a Drug Free Presentation that was hosted by the school district. This presentation was given to parents, students and faculty.

Held a de-escalation training for hospital staff at Valor Health.

Officers participated in a "Distracted Driving Mobilization".

Officers participated in a lock down drill at the Emmett High School.

Participated in Youth Appreciation Day.

Participated in the DEA's National Drug Takeback Day

| Nature | Reported |
|---|---|
| Disturb Peace | 22:07:03 04/29/22 |
| Traffic Stop | 21:05:16 04/29/22 |
| Disorderly | 20:59:03 04/29/22 |
| Harassment | 20:36:15 04/29/22 |
| Disturb Peace | 19:35:14 04/29/22 |
| Traffic Stop | 18:57:05 04/29/22 |
| Traffic Stop | 17:50:51 04/29/22 |
| Traffic Stop | 17:46:22 04/29/22 |
| Traffic Compl | 17:28:33 04/29/22 |
| Suspicious | 17:21:07 04/29/22 |
| Traffic Stop | 16:03:46 04/29/22 |
| Traffic Stop | 15:32:46 04/29/22 |
| Traffic Stop | 15:30:06 04/29/22 |
| Traffic Stop | 15:12:48 04/29/22 |
| Traffic Stop | 14:45:57 04/29/22 |
| Traffic Stop | 14:45:12 04/29/22 |
| Traffic Stop | 14:30:49 04/29/22 |
| Traffic Stop | 13:57:21 04/29/22 |
| Traffic Stop | 13:54:26 04/29/22 |
| Property Damage | 13:21:01 04/29/22 |
| Traffic Stop | 13:15:26 04/29/22 |
| Harassment | 08:53:08 04/29/22 |
| Traffic Stop | 08:46:35 04/29/22 |
| Traffic Stop | 07:28:34 04/29/22 |
| Traffic Stop | 06:49:50 04/29/22 |
| Information | 05:43:22 04/29/22 |
| Ambulance TX | 02:14:47 04/29/22 |
| Fire Brush | 23:26:25 04/28/22 |
| Disturb Peace | 22:44:42 04/28/22 |
| Welfare Check | 19:04:09 04/28/22 |
| 911 AHM | 18:00:15 04/28/22 |

| Nature | Reported |
|---|---|
| Suspicious | 17:56:25 04/28/22 |
| Drugs PCS | 16:15:48 04/28/22 |
| Traffic Stop | 14:55:06 04/28/22 |
| ABANDONED VEH | 14:51:23 04/28/22 |
| Medical | 13:20:58 04/28/22 |
| Juvenile Prob | 12:39:57 04/28/22 |
| Traffic Stop | 12:05:58 04/28/22 |
| Traffic Stop | 11:46:47 04/28/22 |
| Public Assist | 11:06:20 04/28/22 |
| Traffic Stop | 10:19:43 04/28/22 |
| Traffic Stop | 08:40:20 04/28/22 |
| Juvenile Prob | 08:35:48 04/28/22 |
| Traffic Stop | 08:20:57 04/28/22 |
| Traffic Stop | 08:05:01 04/28/22 |
| Traffic Stop | 05:27:34 04/28/22 |
| Suspicious Veh | 02:04:32 04/28/22 |
| Traffic Stop | 22:08:15 04/27/22 |
| Property Damage | 21:47:11 04/27/22 |
| Traffic Stop | 21:12:45 04/27/22 |
| Information | 18:27:16 04/27/22 |
| Traffic Compl | 17:47:17 04/27/22 |
| Traffic Stop | 15:29:07 04/27/22 |
| Traffic Compl | 15:19:18 04/27/22 |
| Traffic Stop | 14:38:21 04/27/22 |
| Traffic Stop | 14:17:09 04/27/22 |
| Traffic Stop | 13:39:15 04/27/22 |
| Traffic Stop | 11:51:00 04/27/22 |
| Tobacco Viol | 11:49:52 04/27/22 |
| Traffic Stop | 01:37:22 04/27/22 |
| Information | 20:24:35 04/26/22 |
| Suspicious Veh | 19:38:34 04/26/22 |

| Nature | Reported |
|---|---|
| Traffic Stop | 19:06:33 04/26/22 |
| Missing Person | 18:29:03 04/26/22 |
| Traffic Stop | 15:04:14 04/26/22 |
| Alarm Fire | 14:07:08 04/26/22 |
| Traffic Stop | 13:40:33 04/26/22 |
| Traffic Stop | 13:20:43 04/26/22 |
| Accident PD | 13:02:39 04/26/22 |
| Traffic Stop | 12:07:10 04/26/22 |
| Battery | 10:33:30 04/26/22 |
| Alarm Fire | 09:04:45 04/26/22 |
| Traffic Stop | 01:29:53 04/26/22 |
| Suspicious | 21:43:08 04/25/22 |
| Suspicious | 20:48:16 04/25/22 |
| Traffic Stop | 19:32:11 04/25/22 |
| Suspicious | 18:22:59 04/25/22 |
| Agency Assist | 17:28:25 04/25/22 |
| Traffic Stop | 16:45:02 04/25/22 |
| Traffic Stop | 14:50:10 04/25/22 |
| Loitering | 13:58:55 04/25/22 |
| Drugs PCS | 11:47:25 04/25/22 |
| Welfare Check | 11:17:35 04/25/22 |
| Animal Cmplnt | 10:30:05 04/25/22 |
| Battery | 08:48:33 04/25/22 |
| Disturb Peace | 22:51:49 04/24/22 |
| Traffic Stop | 21:41:58 04/24/22 |
| Traffic Stop | 20:43:07 04/24/22 |
| Public Assist | 19:06:50 04/24/22 |
| Traffic Stop | 18:50:15 04/24/22 |
| Disturb Peace | 18:14:19 04/24/22 |
| Disturb Peace | 15:54:17 04/24/22 |
| Suspicious | 15:52:01 04/24/22 |

| Nature | Reported |
|---|---|
| Theft | 15:48:29 04/24/22 |
| Traffic Stop | 12:47:07 04/24/22 |
| Traffic Stop | 11:28:54 04/24/22 |
| Traffic Stop | 11:20:03 04/24/22 |
| Accident HR | 10:37:03 04/24/22 |
| Traffic Stop | 10:35:57 04/24/22 |
| ABANDONED VEH | 10:27:09 04/24/22 |
| Battery Agg | 06:08:15 04/24/22 |
| Alarm Bus | 05:16:39 04/24/22 |
| Disturb Peace | 23:56:26 04/23/22 |
| Disturb Peace | 23:40:52 04/23/22 |
| Disturb Peace | 22:49:31 04/23/22 |
| Domestic | 21:48:38 04/23/22 |
| Suspicious Veh | 21:21:01 04/23/22 |
| Runaway | 21:09:29 04/23/22 |
| Traffic Stop | 18:17:52 04/23/22 |
| Traffic Stop | 17:41:25 04/23/22 |
| Traffic Stop | 17:31:00 04/23/22 |
| Traffic Stop | 16:29:05 04/23/22 |
| Agency Assist | 15:42:58 04/23/22 |
| Stray Dog | 14:34:17 04/23/22 |
| Traffic Stop | 13:09:33 04/23/22 |
| Traffic Stop | 12:13:38 04/23/22 |
| Traffic Stop | 10:19:55 04/23/22 |
| Alarm Bus | 04:57:57 04/23/22 |
| Medical | 02:41:06 04/23/22 |
| Intoxication | 00:13:49 04/23/22 |
| Traffic Stop | 23:31:22 04/22/22 |
| Traffic Stop | 22:23:21 04/22/22 |
| Suspicious | 20:34:16 04/22/22 |
| Juvenile Prob | 19:47:51 04/22/22 |

| Nature | Reported |
|---|---|
| Found Property | 19:01:33 04/22/22 |
| Traffic Stop | 18:51:37 04/22/22 |
| Accident PD | 18:50:01 04/22/22 |
| Traffic Stop | 17:14:16 04/22/22 |
| Traffic Stop | 16:54:11 04/22/22 |
| Traffic Stop | 15:55:50 04/22/22 |
| Medical | 15:51:59 04/22/22 |
| Warrant Arrest | 13:49:38 04/22/22 |
| Traffic Stop | 13:25:51 04/22/22 |
| Burglary Bus | 11:20:46 04/22/22 |
| Traffic Stop | 05:25:31 04/22/22 |
| Disturb Peace | 01:15:21 04/22/22 |
| Suspicious | 23:40:38 04/21/22 |
| Traffic Stop | 22:33:12 04/21/22 |
| Traffic Stop | 21:41:01 04/21/22 |
| Medical | 20:53:38 04/21/22 |
| Stray Dog | 15:40:38 04/21/22 |
| Custodial Int | 15:24:19 04/21/22 |
| Traffic Compl | 15:07:41 04/21/22 |
| Theft | 14:00:47 04/21/22 |
| Traffic Stop | 13:59:14 04/21/22 |
| Juvenile Prob | 13:33:23 04/21/22 |
| CPO NCO Viol | 13:22:55 04/21/22 |
| Welfare Check | 11:52:00 04/21/22 |
| Stray Dog | 11:35:54 04/21/22 |
| Juvenile Prob | 11:17:32 04/21/22 |
| Traffic Stop | 11:13:47 04/21/22 |
| Stray Dog | 10:11:52 04/21/22 |
| 911 AHM | 05:29:50 04/21/22 |
| 911 AHM | 00:03:10 04/21/22 |
| 911 AHM | 23:49:06 04/20/22 |

| Nature | Reported |
|---|---|
| Disturb Peace | 22:51:56 04/20/22 |
| Traffic Stop | 21:23:44 04/20/22 |
| Traffic Stop | 20:46:56 04/20/22 |
| Traffic Stop | 20:45:00 04/20/22 |
| Traffic Stop | 20:39:28 04/20/22 |
| Harassment | 19:48:41 04/20/22 |
| Mental Hold | 17:48:36 04/20/22 |
| Public Assist | 17:42:04 04/20/22 |
| Medical | 16:48:32 04/20/22 |
| Agency Assist | 15:44:53 04/20/22 |
| Traffic Compl | 13:15:46 04/20/22 |
| Traffic Stop | 13:05:35 04/20/22 |
| Drugs PCS | 11:46:44 04/20/22 |
| Disturb Peace | 09:00:00 04/20/22 |
| Runaway | 08:43:47 04/20/22 |
| Traffic Stop | 00:01:32 04/20/22 |
| Traffic Hazard | 22:57:57 04/19/22 |
| Missing Person | 21:07:53 04/19/22 |
| 911 AHM | 17:53:05 04/19/22 |
| Runaway | 16:57:51 04/19/22 |
| Harassment | 16:54:22 04/19/22 |
| Disturb Peace | 15:41:04 04/19/22 |
| Parking Problem | 14:00:01 04/19/22 |
| Animal Cmplnt | 12:05:06 04/19/22 |
| Medical | 05:16:36 04/19/22 |
| Traffic Stop | 03:02:58 04/19/22 |
| Traffic Stop | 01:10:18 04/19/22 |
| Suspicious Veh | 21:52:04 04/18/22 |
| Information | 21:30:32 04/18/22 |
| Traffic Stop | 21:21:51 04/18/22 |
| Traffic Stop | 21:21:13 04/18/22 |

| Nature | Reported |
|---|---|
| 911 AHM | 17:24:16 04/18/22 |
| Theft | 16:45:47 04/18/22 |
| Accident HR | 16:44:42 04/18/22 |
| Traffic Stop | 16:16:09 04/18/22 |
| Traffic Stop | 15:49:24 04/18/22 |
| Traffic Stop | 13:53:53 04/18/22 |
| Traffic Stop | 12:29:55 04/18/22 |
| ABANDONED VEH | 09:32:05 04/18/22 |
| Threats | 09:25:00 04/18/22 |
| Traffic Hazard | 08:44:19 04/18/22 |
| Alarm Res | 02:07:29 04/18/22 |
| Wanted Person | 21:11:47 04/17/22 |
| Traffic Stop | 19:42:47 04/17/22 |
| Traffic Stop | 19:41:12 04/17/22 |
| Traffic Stop | 19:10:20 04/17/22 |
| 911 AHM | 17:40:14 04/17/22 |
| Sex Offense | 17:06:33 04/17/22 |
| Public Assist | 10:15:39 04/17/22 |
| Mental Issue | 22:55:25 04/16/22 |
| DWP | 22:17:02 04/16/22 |
| Alarm Bus | 21:51:01 04/16/22 |
| Medical | 21:45:54 04/16/22 |
| Traffic Stop | 20:19:53 04/16/22 |
| Traffic Stop | 19:54:45 04/16/22 |
| Traffic Stop | 16:52:18 04/16/22 |
| Traffic Stop | 15:29:44 04/16/22 |
| Animal Cruelty | 13:29:03 04/16/22 |
| Suicidal Subj | 12:13:55 04/16/22 |
| Medical | 10:04:10 04/16/22 |
| Suspicious | 03:02:49 04/16/22 |
| Traffic Stop | 23:31:34 04/15/22 |

| Nature | Reported |
|---|---|
| Medical | 21:46:31 04/15/22 |
| Disturb Peace | 21:32:38 04/15/22 |
| Traffic Stop | 20:49:11 04/15/22 |
| Warrant Arrest | 16:27:16 04/15/22 |
| Welfare Check | 14:24:21 04/15/22 |
| Traffic Stop | 13:23:47 04/15/22 |
| Civil Standby | 10:58:17 04/15/22 |
| Public Assist | 10:22:55 04/15/22 |
| Lost Property | 22:32:47 04/14/22 |
| Theft | 22:22:28 04/14/22 |
| Medical | 21:26:40 04/14/22 |
| Accident PD | 20:21:03 04/14/22 |
| Public Assist | 17:24:31 04/14/22 |
| Assault | 16:41:20 04/14/22 |
| Battery | 16:33:15 04/14/22 |
| Traffic Compl | 14:58:04 04/14/22 |
| Animal Cmplnt | 14:32:57 04/14/22 |
| Parking Problem | 14:20:55 04/14/22 |
| Funeral Escort | 11:04:33 04/14/22 |
| Juvenile Prob | 11:02:47 04/14/22 |
| Threats | 10:04:13 04/14/22 |
| Harassment | 09:00:00 04/14/22 |
| Alarm Bus | 05:05:54 04/14/22 |
| Threats | 02:32:29 04/14/22 |
| Domestic | 01:43:25 04/14/22 |
| Warrant Arrest | 23:19:42 04/13/22 |
| Fail to Yield | 20:20:55 04/13/22 |
| Information | 19:20:42 04/13/22 |
| Traffic Stop | 19:20:18 04/13/22 |
| Public Assist | 17:17:50 04/13/22 |
| Medical | 15:10:02 04/13/22 |

| Nature | Reported |
|---|---|
| Parking Problem | 10:29:30 04/13/22 |
| Parking Problem | 10:19:36 04/13/22 |
| Suspicious | 07:32:52 04/13/22 |
| Juvenile Prob | 07:00:00 04/13/22 |
| 911 AHM | 06:20:59 04/13/22 |
| Suspicious Veh | 00:43:37 04/13/22 |
| Traffic Stop | 00:10:28 04/13/22 |
| Traffic Stop | 22:13:35 04/12/22 |
| Harassment | 21:44:57 04/12/22 |
| Medical | 21:06:14 04/12/22 |
| Stray Dog | 20:58:51 04/12/22 |
| Agency Assist | 19:39:41 04/12/22 |
| Medical | 18:51:23 04/12/22 |
| Juvenile Prob | 16:37:49 04/12/22 |
| Traffic Stop | 16:33:07 04/12/22 |
| Public Assist | 16:21:25 04/12/22 |
| Hazard | 16:07:15 04/12/22 |
| 911 AHM | 16:02:23 04/12/22 |
| Medical | 15:24:32 04/12/22 |
| Accident PD | 15:14:28 04/12/22 |
| Fraud | 14:57:33 04/12/22 |
| Stray Dog | 12:08:24 04/12/22 |
| Civil Compl | 11:03:09 04/12/22 |
| ABANDONED VEH | 10:01:37 04/12/22 |
| Agency Assist | 09:44:15 04/12/22 |
| Welfare Check | 08:21:49 04/12/22 |
| Tobacco Viol | 08:00:00 04/12/22 |
| Medical | 03:49:04 04/12/22 |
| Property Damage | 23:39:48 04/11/22 |
| Traffic Stop | 23:08:58 04/11/22 |
| Traffic Stop | 22:15:04 04/11/22 |

| Nature | Reported |
|---|---|
| Stray Dog | 21:36:21 04/11/22 |
| Domestic | 21:11:41 04/11/22 |
| Accident PD | 18:22:12 04/11/22 |
| Unwanted Subj | 17:57:16 04/11/22 |
| Information | 16:32:13 04/11/22 |
| Disturb Peace | 15:58:39 04/11/22 |
| Arrest | 15:21:41 04/11/22 |
| Agency Assist | 11:02:53 04/11/22 |
| Funeral Escort | 10:58:22 04/11/22 |
| Hazard | 06:11:11 04/11/22 |
| Suspicious | 01:49:14 04/11/22 |
| Medical | 01:08:31 04/11/22 |
| Search Warrant | 17:10:03 04/10/22 |
| Ord Viol EPD | 14:47:14 04/10/22 |
| Battery | 13:28:23 04/10/22 |
| Traffic Stop | 09:20:11 04/10/22 |
| Domestic | 01:35:23 04/10/22 |
| Traffic Stop | 23:57:41 04/09/22 |
| Traffic Stop | 23:15:11 04/09/22 |
| Traffic Stop | 19:47:26 04/09/22 |
| Traffic Stop | 19:32:08 04/09/22 |
| Traffic Stop | 18:38:39 04/09/22 |
| Harassment | 17:43:58 04/09/22 |
| Disorderly | 16:39:56 04/09/22 |
| Accident PD | 15:59:40 04/09/22 |
| Alarm Bus | 07:28:59 04/09/22 |
| Disorderly | 00:59:07 04/09/22 |
| Traffic Stop | 21:42:01 04/08/22 |
| Traffic Compl | 21:32:13 04/08/22 |
| Traffic Stop | 21:22:08 04/08/22 |
| Animal Lost | 21:08:55 04/08/22 |

| Nature | Reported |
|---|---|
| Stray Dog | 19:07:23 04/08/22 |
| Medical | 18:48:41 04/08/22 |
| Disturb Peace | 17:20:34 04/08/22 |
| Information | 17:03:28 04/08/22 |
| Stray Dog | 16:02:59 04/08/22 |
| Theft-Automobil | 15:34:56 04/08/22 |
| Tobacco Viol | 11:43:42 04/08/22 |
| Juvenile Prob | 10:28:06 04/08/22 |
| Sex Offense | 09:49:30 04/08/22 |
| Alarm Bus | 08:31:56 04/08/22 |
| 911 AHM | 04:20:40 04/08/22 |
| Alarm Bus | 02:15:19 04/08/22 |
| Suspicious | 00:14:39 04/08/22 |
| Open Door | 00:00:20 04/08/22 |
| Traffic Stop | 23:31:04 04/07/22 |
| 911 AHM | 23:23:01 04/07/22 |
| Public Assist | 22:18:27 04/07/22 |
| Medical | 21:36:15 04/07/22 |
| Traffic Compl | 21:23:17 04/07/22 |
| Traffic Stop | 20:51:12 04/07/22 |
| Information | 19:08:06 04/07/22 |
| Disturb Peace | 16:56:31 04/07/22 |
| Trespassing | 16:38:31 04/07/22 |
| Accident PD | 16:09:56 04/07/22 |
| Accident PI | 16:01:58 04/07/22 |
| Battery | 15:15:15 04/07/22 |
| Traffic Compl | 14:53:56 04/07/22 |
| Tobacco Viol | 13:58:33 04/07/22 |
| Funeral Escort | 11:44:38 04/07/22 |
| Parking Problem | 11:31:26 04/07/22 |
| Juvenile Prob | 11:11:29 04/07/22 |

| Nature | Reported |
|---|---|
| Sex Offense | 11:09:57 04/07/22 |
| Tobacco Viol | 10:28:47 04/07/22 |
| Alarm Fire | 09:29:10 04/07/22 |
| Stray Dog | 08:02:20 04/07/22 |
| Information | 07:36:29 04/07/22 |
| Accident PI | 04:58:23 04/07/22 |
| Traffic Stop | 23:33:32 04/06/22 |
| Traffic Stop | 21:57:37 04/06/22 |
| Traffic Stop | 21:16:31 04/06/22 |
| Traffic Compl | 19:11:49 04/06/22 |
| Threats | 17:30:21 04/06/22 |
| Traffic Stop | 15:34:19 04/06/22 |
| Accident HR | 14:51:01 04/06/22 |
| Mental Issue | 14:31:27 04/06/22 |
| Theft | 13:45:47 04/06/22 |
| Suspicious | 09:20:22 04/06/22 |
| Suspicious | 02:52:31 04/06/22 |
| 911 AHM | 23:18:24 04/05/22 |
| Shooting Compl | 23:04:48 04/05/22 |
| Traffic Stop | 22:45:00 04/05/22 |
| Welfare Check | 19:18:39 04/05/22 |
| Domestic | 19:12:02 04/05/22 |
| Disturb Peace | 16:51:15 04/05/22 |
| Traffic Stop | 14:22:10 04/05/22 |
| Ord Viol EPD | 13:05:40 04/05/22 |
| Public Assist | 12:25:32 04/05/22 |
| Ord Viol EPD | 12:02:07 04/05/22 |
| Property Damage | 11:28:55 04/05/22 |
| Animal Cmplnt | 11:15:40 04/05/22 |
| Tobacco Viol | 09:28:31 04/05/22 |
| Parking Problem | 09:06:28 04/05/22 |

| Nature | Reported |
|---|---|
| Traffic Stop | 07:40:09 04/05/22 |
| Alarm Medical | 03:10:48 04/05/22 |
| Alarm Bus | 00:26:57 04/05/22 |
| Medical | 22:19:40 04/04/22 |
| Intoxication | 17:52:54 04/04/22 |
| Disturb Peace | 14:59:06 04/04/22 |
| Juvenile Prob | 13:15:17 04/04/22 |
| 911 AHM | 13:01:17 04/04/22 |
| Tobacco Viol | 12:08:08 04/04/22 |
| Identity Theft | 11:50:00 04/04/22 |
| Found Property | 11:15:28 04/04/22 |
| Traffic Hazard | 09:16:36 04/04/22 |
| Medical | 08:13:41 04/04/22 |
| Medical | 03:08:49 04/04/22 |
| Traffic Stop | 20:57:49 04/03/22 |
| Information | 19:29:42 04/03/22 |
| Traffic Stop | 18:24:04 04/03/22 |
| Alarm Bus | 16:44:33 04/03/22 |
| Drugs PCS | 13:23:04 04/03/22 |
| Animal Cmplnt | 09:54:35 04/03/22 |
| Illegal Dumping | 09:39:58 04/03/22 |
| Medical | 08:08:35 04/03/22 |
| Public Assist | 01:57:29 04/03/22 |
| Alarm Bus | 01:43:42 04/03/22 |
| Suspicious | 00:03:18 04/03/22 |
| Traffic Stop | 23:22:13 04/02/22 |
| Medical | 22:00:32 04/02/22 |
| Accident PD | 18:26:01 04/02/22 |
| 911 AHM | 18:11:20 04/02/22 |
| Traffic Stop | 17:55:42 04/02/22 |
| Traffic Stop | 17:14:50 04/02/22 |

| Nature | Reported |
|---|---|
| Civil Compl | 16:07:43 04/02/22 |
| Traffic Stop | 15:01:20 04/02/22 |
| Found Property | 14:18:54 04/02/22 |
| Fraud | 14:15:41 04/02/22 |
| Accident PD | 12:24:33 04/02/22 |
| Unwanted Subj | 11:40:08 04/02/22 |
| Disturb Peace | 00:29:29 04/02/22 |
| Unwanted Subj | 00:15:37 04/02/22 |
| Domestic | 21:46:58 04/01/22 |
| Traffic Compl | 20:11:29 04/01/22 |
| Fraud | 18:58:02 04/01/22 |
| Traffic Hazard | 18:49:28 04/01/22 |
| Sex Offense | 18:39:26 04/01/22 |
| Suspicious | 15:15:44 04/01/22 |
| Indecent Exp | 15:02:32 04/01/22 |
| Drug Violation | 12:28:57 04/01/22 |
| Mental Issue | 06:55:37 04/01/22 |
| Alarm Fire | 06:05:30 04/01/22 |
| Traffic Stop | 21:43:07 03/31/22 |
| Suspicious | 21:42:20 03/31/22 |
| Juvenile Prob | 21:07:46 03/31/22 |
| Runaway | 16:29:04 03/31/22 |
| Animal Cmplnt | 13:09:36 03/31/22 |
| Missing Person | 12:45:31 03/31/22 |
| Information | 11:01:37 03/31/22 |
| Welfare Check | 09:43:22 03/31/22 |
| Suspicious | 06:38:49 03/31/22 |
| Suspicious Veh | 01:06:55 03/31/22 |

**City's Strategic Pillars**
5/24/22

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

**PUBLIC WORKS GOALS**

- Replace all water distribution lines less than 6" in diameter to meet mandatory minimum main line size requirement. **75%**
- Design for well #6 at City Park. **60%**
- Reduce I&I inside sewer collection lines to less than 50% of current rate per Sewer Capital Improvement Plan. **60%**
- Implement Airport Pavement, and Master Capital Improvement Plan. **50%**
- Design Hawthorne Lift Station. **35%**
- Replace Utilities at Wardwell Loop. **15%**
- Create Cemetery Master Plan. **5%** ***on hold***

**EXPENDITURE REQUIRING AUTHORIZATION / PURPOSE OF EXPENDITURE**

- 04/07/22 Core and Main, registers - $8,927.60
- 04/07/22 Consolidated Supply, public works - $9,041.36
- 04/19/22 Keller Associates, Engineering fees: Hathorne Lift Station, Storage Tank/Booster, Skyhawk Sub - $5,975.00
- 04/28/22 Consolidated Supply Co, Public Works - $8,214.09
- 04/27/22 Ferguson Water Works #1701, Hydrants, $11,519.31

**TRAINING**

None

**ACCOMPLISHMENTS SINCE LAST REPORT**

1. Completed WWTP Aeration Piping Design
2. Submitted accepted letter for S Johns Avenue with LHTAC
3. The final payment for the sidewalk repair project completed in 2017 was obtained from the final homeowner!
4. Repaired potholes in roadways
5. Cemetery and Parks have gone through irrigation lines in preparation for summer.
6. Survey monuments have reset on Johns Ave from 4th and 12th
7. Completed bridge report with ITD and Bridge Inspection Engineer

**PLAN FOR NEXT 30 DAYS**

1. June 1st is deadline for residential backflow testing.
2. Update: Locust St and Johns Ave intersection is temporarily open until paving can occur in spring
3. Sawtooth Land Survey has been contracted by the city to complete survey work on the Wardwell/McKinley Loop between 12/14/21 to 12/24/21 for the upcoming water/sewer replacement and road reconstruction.
4. South Johns Avenue Rehabilitation Project: Mailboxes are being set back in place. Landscaping and any retaining walls are next to be completed
5. Sewer manhole - grout and/or replacement for those leaking water
6. Repair bad water valves and water valve boxes
7. Water valve exercising for all water distribution valves.
8. Flushing for the next thirty days.
9. Upgrade fire hydrants older than 18 years.
10. Placing new digital speed signs on Johns Ave between 4th and 12th both north and south bound.
11. Placing new Rectangular Rapid Flashing Beacon Pedestrian Crosswalk System at the 4th St and Johns Ave roundabout.
12. Preparing WWTP for IDEQ inspection mid-April
13. Roads will be clearing storm drains of winter road debris with vac truck
14. WWTP flows will increase in early April. WWTP is flowing at all efficiencies.

### *City's Strategic Pillars*

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
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### *Systems Admin Goals (with percentage of completion to date)*

- Complete fiber optic network to inner city facilities. Airport in planning stage. **88% Airport & Locust Booster will be last major sites to complete. Airport in works with Fatbeam partner. Cemetery to be completed in Spring.**
- Migrate all servers to cloud over the next 5 years. **35% SysAdmin, Library, Public Works converted to SharePoint cloud storage. Will get clerks converted after FTTH pilot project.**
- Complete Geographic Information System mapping of all city infrastructure assets (ongoing). **80% Working on zoning items, especially for comp plan.**
- Convert city network from a bridged configuration to routed. **40% Initial plan and IP address scheme. Converted City Park, Highlands Booster, Fire Department, Industrial Park, and Tin building thus far.**
- ARPA Projects and Reporting completion. **18% Product procurement and initial plan for Locust Corridor. Also, first annual report.**

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

- None

### *Training last 30 days*
### *No less than Top Ten Accomplishments since last report*

1. Sharepoint access issue for Assessor's Office
2. ARPA annual reporting
3. Review fiber to the home splice cases
4. Library new copier setup and config
5. PD assist on CCTV warrant
6. Locust ARPA job walkthrough
7. Datatel meeting on future phone upgrade
8. School district meeting for comp plan
9. Setup operating system for O365 Veeam server
10. Setup Cherry Festival vendor connection 2022
11. Library Chromebook login restrictions
12. Fiber map for Datatel usage
13. Federal group call for Russia cyber security
14. Racks for Tin Building move
15. Pontom cemetery software migration
16. Conduit for new sub, home on Justice
17. Replace battery backup at Well 9 PLC
18. Laptop setup for scanning in basement

Plan for next 30 days

| | | | |
|---|---|---|---|
| 19. | Finalize fiber ordinance | 20. | Radar speed sign webinar and programming |
| 21. | New help desk ticket system roll out | 22. | GIS legacy heights fiber and pilot sub fiber |
| 23. | Internet providers kickoff for fiber to the home | 24. | Cemetery lighting and camera expansion |
| 25. | GIS fiber mapping platform build (Docufiber) | 26. | Cemetery fiber pull |
| 27. | Veeam users encryption of backups | 28. | Develop recreation page for website |
| 29. | GIS conduit lines for Legacy Heights Sub | 30. | GIS new section of Highlands sub water/sewer |