



**CITY OF EMMETT
PLANNING & ZONING DEPARTMENT**

**APPLICATION FOR
ANNEXATION**

DESCRIPTION: ANNEXATION W/ZONING CLASSIFICATION, 1.554 ACRES

APPLICATION NUMBER: ANN#23-001

ZONING COMMISSION HEARING DATE: JULY 10, 2023 @ 6:00 PM

CITY COUNCIL HEARING DATE: AUGUST 8, 2023 @ 7:00 PM

APPLICANT: SAWTOOTH LAND SURVEYING
2030 S. WASHINGTON
EMMETT, ID 83617

PROPERTY OWNER: STEVEN THAYN

SUBJECT PROPERTY LOCATION: 142 NIELSEN LANE, THE SE ¼ OF THE NW ¼ OF THE NE ¼ OF SECTION 6, TOWNSHIP 6 N., R. 1 W., B.M., GEM COUNTY, IDAHO.

PARCEL#: RP06N01W071081

STAFF PLANNER: BRIAN SULLIVAN

1. APPLICATION SUMMARY:

The purpose of this application is to request annexation with zoning classification of a parcel of land located at 142 Nielsen Lane into the City of Emmett. The existing county zoning classification is A-2, Rural Transitional Agriculture, and the requested city zoning classification is R-1, Single-Family. This area is eligible to request annexation as it is within the Area of City Impact and contiguous to the existing city limits. The area to be annexed is approximately 1.554+- acres and is accessed by Nielsen Lane. Nielsen Lane is an existing private road in the county, and will remain a private road with no city ownership. The existing 5 homes are hooked to the city sewer system, which has been upgraded to give the city control of shutoffs for each individual home. The water system is privately owned, and both, the

water and sewer system have been approved by SWDH. The reason for annexation is to subdivide each house onto a separate lot.

ECC 9-15-10, Annexation Procedures, outlines the complete application and review process for annexation requests. Section E.13 allows the Administrator to require certain types of studies, depending upon the size and location of the proposed annexation. Staff's determination is that the review of the annexation application can proceed without these studies.

2. APPLICATION PROCESS FACTS:

A. Application Submittal:

The complete application for this item was filed by Sawtooth Land Surveying on April 28, 2023.

B. Notice of Public Hearing:

Notice of Public Hearing on the application for the Emmett Zoning Commission was published in accordance with requirements of Title 67, Chapter 6509, Idaho Code on June 21, 2023 and July 19, 2023 in the Messenger Index. The physical property was posted on June 26, 2023.

C. Relevant Ordinances and Required Actions:

The subject application will in fact constitute an Annexation application as determined by Emmett City Code (ECC) 9-15-10A - D. By reason of the provisions of the ECC Title 9, Chapter 15, a public hearing is required before the Zoning Commission ("Commission") and the City Council ("Council") on this matter. The Commission must make a recommendation to the Council and make findings of fact and conclusions of law relating to compliance with the Comprehensive Plan, per ECC 9-15-10H.

3. APPLICATION & PROPERTY FACTS:

A. Site Address/Location:

The area to be annexed contains approximately 1.554 acres and access from Nielsen Lane. The west side of the property touches the city limits.

4. LAND USE

A. Existing Land Use(s): 5 houses sit on this property.

B. Description of Character of Surrounding Area: This vicinity is comprised of Capital Trailer Park, an outdoor storage facility, indoor storage facility, and single-family residences.

C. Adjacent Comprehensive Plan, Zoning and Land Use:

	COMP PLAN DESIGNATION	ZONING DESIGNATION	LAND USE
North of site	Area of City Impact	A-2 Rural Transitional Ag. – County	Single family residence and bare land
South of site	Area of City Impact	A-2 Rural Transitional Ag-County	Single-Family Residence's
East of site	Area of City Impact	A-2 Rural Transitional Ag. – County	Northside Storage
West of site	Area of City Impact	R-3, Multi-family	Capital Mobile Home Park

D. Existing Site Characteristics: Residential

E. Streets and/or Access Information: Parcel has access to Nielsen Lane.

5. COMPREHENSIVE PLAN POLICIES & GOALS [Staff comments and analysis are shown in *italics.*]

The following policies in the Gem Community Joint Comprehensive Plan support approval of this application. The Commission and Council need to consider these and any other policies you deem appropriate in reviewing and deciding on the application:

CHAPTER 3 – HOUSING

- GC 3 Future Conditions: – Continuous planning must occur to reflect the changing economic conditions and/or policies locally and statewide. The Gem Community must recognize and anticipate that future national and state energy policies will impact housing standards. In planning for residential growth, various densities and housing types should be allowed. Examples of housing types include multi-family, duplex, townhouses, zero-lot-line development, and single-family detached.
- GC 3 General Housing Goal Statement: – The Gem Community recognizes that housing is one of the most basic and important human needs. All citizens must be provided with the opportunity for adequate housing. Housing policies focus on these areas:
 - A. Encourage development within the Emmett Area of City Impact and Rural Residential areas in the County.
 - B. Encourage workforce housing (affordable to households earning from 80% to 140% of the Area Median Income) in the Gem Community.
 - C. Encourage diversified housing including single-family, multi-family and rental housing.

These sections of the comp plan support annexing the property to add more housing stock to

the city.

CHAPTER 9 - PUBLIC SERVICES AND UTILITIES

- GC9.1.2: Policies for City of Emmett-Encourage annexations within the Impact Area for hook-up to municipal services.
- GC9.2.3 – Revise the zoning and subdivision ordinances and adopt, as necessary, specialized planning tools or development review guidelines, based on the Comprehensive Plan.

This application is a Zoning Amendment application which updates the official zoning map of the City of Emmett and, in that sense, is a revision to the ordinance to keep-up with development changes. The proposed zoning is found to be in accordance with the Comprehensive Plan, which designates adjacent, developable areas for residential uses.

CHAPTER 12 – LAND USE

- Area of City Impact – These land areas are generally adjacent to arterials and are anticipated for a variety of residential densities. Residential areas in close proximity of city limits, activity centers and public transportation routes should range in density from 3-25 units per acre.

This statement supports the annexation with single-family homes.

- 12c.2 – Residential areas may be serviced by municipal sewer or water within the City Impact area. When the property becomes contiguous with the City of Emmett, annexation will be evaluated.

The west border of the parcel is adjacent to the city limits. The property is serviced by municipal sewer, and the water system is a private system approved by SWDH.

6. REQUIRED COMMISSION FINDINGS & STAFF ANALYSIS

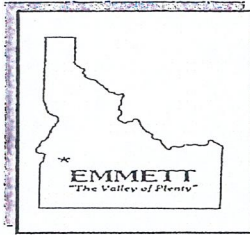
Emmett City Code 9-15-10. H., Commission Review, requires the Commission to make the following findings for any annexation application before recommending approval to the Council: (staff analysis in *italics*)

- A. Determine whether the proposed annexation will be harmonious and in accordance with the specific goals and policies of applicable components of the Gem Community Comprehensive Plan.

The analysis of the Gem Community Comprehensive Plan is provided in Section 5 above. Staff finds the property included in this annexation request lies within the “Area of City Impact” designation of the Future Land Use Map in the Joint Comprehensive Plan. Chapter 12 of the Gem Community Comprehensive Plan describes the intent and development goals of this area. Land in this area is slated to be annexed and zoned when it becomes contiguous with the city limits and when urban services are available.

- B. Recommend that the property sought to be annexed should be zoned as one or more zoning districts (as more fully described in the Emmett Zoning Ordinance).

Staff recommends the Council supports the proposed zoning classification of R-1, Single-Family Residential for the 1.554 acres and approve the annexation of 142 Nielsen Lane.



RECEIVED
APR 28 2023

CITY OF EMMETT MASTER PUBLIC HEARING APPLICATION

601 E. 3rd Street, Emmett, Idaho 83617 www.cityofemmett.org phone: (208) 365-9569 fax (208) 365-4651

TYPE OF APPLICATION: (Please check all that apply.)

- | | | |
|--|---|---------------------------------------|
| <input checked="" type="checkbox"/> ANNEXATION | <input type="checkbox"/> DEVELOPMENT | <input type="checkbox"/> SUBDIVISION, |
| <input type="checkbox"/> APPEAL | <input type="checkbox"/> AGREEMENT | <input type="checkbox"/> MODIFICATION |
| <input type="checkbox"/> COMPREHENSIVE PLAN | <input type="checkbox"/> REZONE | <input type="checkbox"/> VACATION |
| TEXT AMENDMENT | <input type="checkbox"/> SPECIAL USE PERMIT | <input type="checkbox"/> VARIANCE |
| <input type="checkbox"/> COMPREHENSIVE PLAN | <input type="checkbox"/> SUBDIVISION, | <input type="checkbox"/> ZONING TEXT |
| MAP AMENDMENT | PRELIMINARY | AMENDMENT |
| <input type="checkbox"/> DESIGN REVIEW | <input type="checkbox"/> SUBDIVISION, FINAL | |
| | <input type="checkbox"/> SUBDIVISION, | |
| | COMBINED/MINOR | |

PROJECT NAME: _____

SITE INFORMATION:

(This information can be found on the Assessor's property information assessment sheet.)

Quarter: NE Section: 8 Township: 6N Range: 1W Total Acres: 1.395

Subdivision Name (if applicable): _____

Lot: _____ Block: _____

Site Address: 142 Nicksen Ln City: Emmett

Tax Parcel Number(s): RPO6N01W081081 Current Zoning: _____ Current Land Use: _____

PROPERTY OWNER:

Name: Steven Thayne

Address: 5655 Hillview Rd

City: Emmett State: ID Zip: 83617

Telephone: 208-365-6014 Fax: _____

APPLICANT:

Name: Sawtooth Land Surveying

Address: 2030 S. Washington Ave

City: Emmett State: ID Zip: 83617

Telephone: 208-398-8104 Fax: _____

Email: amy@sawtoothls.com

I consent to this application and allow City staff to enter the property for site inspections related to this application.

I certify this information is correct to the best of my knowledge.

St Thayne

Signature: (Owner)

Date

[Signature]

Signature: (Applicant)

4-25-23

Date

NOTE: THIS APPLICATION MUST BE SUBMITTED WITH THE APPLICABLE CHECKLIST (S).

OFFICE USE ONLY

File No.: _____ Received By: BPS Date: 4-28-23 Fee: _____ Receipt No: _____

Hearings July 3 2023



Emmett Zoning Department
 601 E. 3rd St. Emmett, Idaho, 83617
Brian Sullivan:
 bsullivan@cityofemmett.org
Doricela Millan-Sotelo: dmillan-sotelo@cityofemmett.org
 Ph. (208)365-9569 F. (208)365-4651

Affidavit of Legal Interest

I, Steven Thayer, residing at 5655 Hollister Rd,
Emmett, Id being first duly sworn upon oath, depose
 and say:

1. That I am the record owner of the property described on the attached, and I grant my permission to Santooth to submit the accompanying application pertaining to that property.
2. I agree to indemnify, defend and hold Emmett City and its employees harmless from any claim or liability resulting from any dispute as to the statements contained herein or as to the ownership of the property, which is the subject of the application.

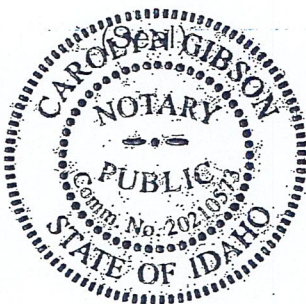
Dated this 27 day of April, 2023.

St Thayer
 Signature

State of Idaho)

County of Blm S.S.

On this 27 day of April, in the year of 2023, before me Carolyn Gibson a notary public, personally appeared Steven Thayer proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument, and acknowledged that he/she executed the same.



Carolyn Gibson
 Notary Public

My Commission Expires on 2-8-2027



Sawtooth Land Surveying, LLC

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

THAYN PROPERTY ANNEXATION DESCRIPTION

Basis of Bearing: N. 89°33'33" W., along the south line of the NW1/4 of the NE1/4 of Section 8, between a 5/8" rebar with cap PLS 4108 marking the SE corner of said NW1/4 of the NE1/4 (NE1/16 corner) and a calculated point marking the SW corner of said NW1/4 of the NE1/4 (CN1/16 corner) said point is witnessed N. 00°38'57" E., 63.00 feet with a found brass monument, all located in Township 6 North, Range 1 West.

A parcel of land located in the SE1/4 of the NW1/4 of the NE1/4 of Section 8, Township 6 North, Range 1 West, Boise Meridian, City of Emmett, Gem County, Idaho, more particularly described as follows:

COMMENCING at a 5/8" rebar with cap PLS 4108 marking said NE1/16 corner;

Thence N. 00°22'13" E., coincident with the east line of said NW1/4 of the NE1/4 of said Section 8, a distance of 38.00 feet to the south prescriptive right of way for Main Street;

Thence continuing, N. 00°22'13" E., coincident with said east line, 439.69 feet;

Thence leaving said east line, N. 89°39'50" W., 153.96 feet to a 1/2" rebar with cap "PLS 11574";

Thence S. 00°22'13" W., parallel with said east line of the NW1/4 of the NE1/4, a distance of 439.41 feet to said south prescriptive right of way;

Thence S. 89°33'33" E., coincident with said south prescriptive right of way, 153.96 feet to the **POINT OF BEGINNING**.

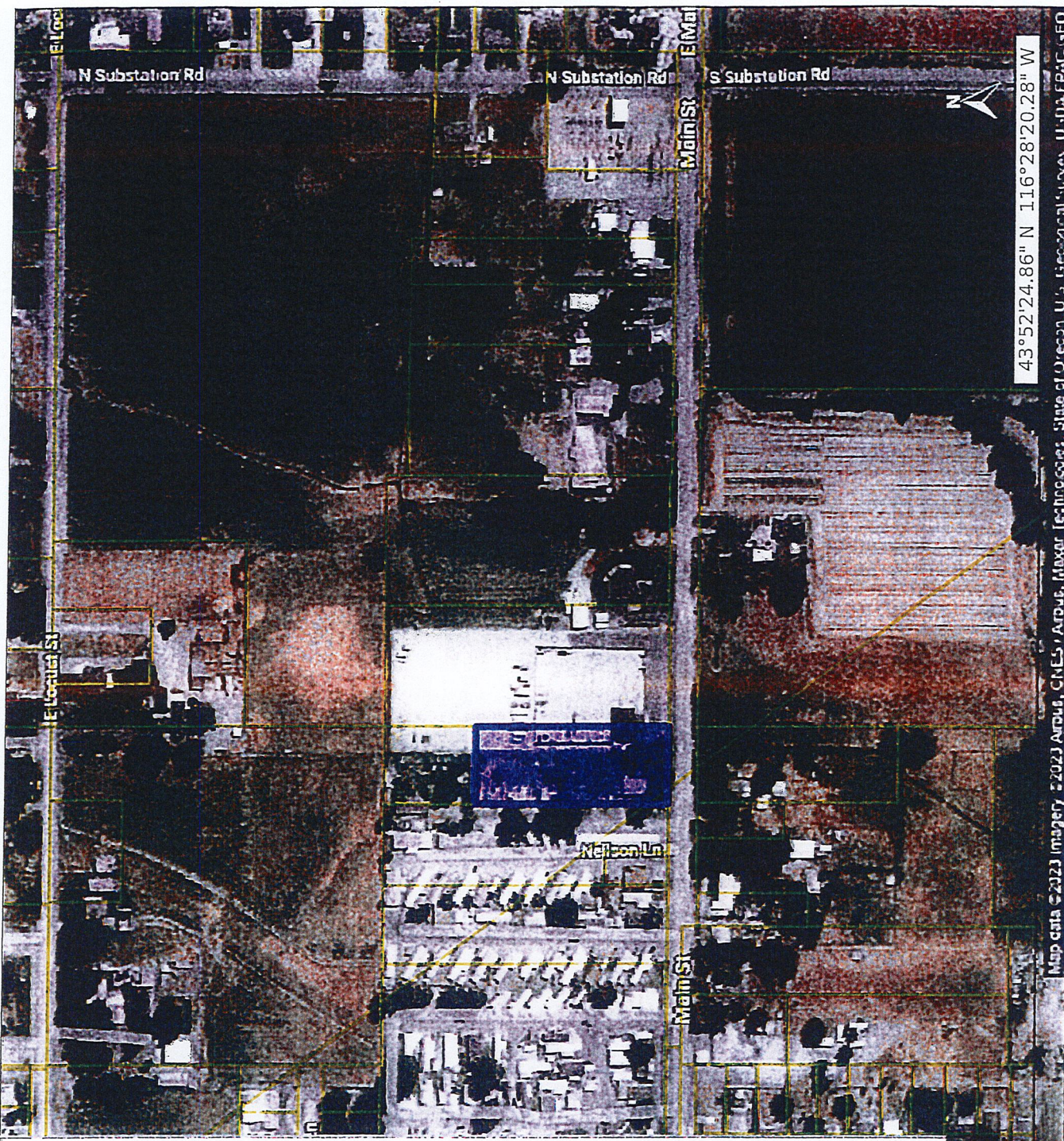
Said parcel contains 1.554 acres more or less.



landproDATA

Thayn Annexation Nielsen Lane

- Boundaries
- Counties
- Parcels
- Condos
- Parcels
- Roads
 - Ada County Road
 - Ada County Railroad
 - Ada County Road Centerline
- INTERSTATE
- COLLECTOR
- ARTERIAL
- LOCAL
- ALLEY
- Canyon County Road Centerline
- INTERSTATE
- HIGHWAY
- COLLECTOR
- ARTERIAL
- LOCAL ROAD
- PRIVATE
- Water
 - Ada County Water
 - Canyon County Lake Lowell
 - Canyon County Snake River



Map data ©2023 Imagery ©2023 Airbus, Maxar, Airbus, CNES/Airbus, U.S. Geological Survey, U.S. DA, FPAC, GEO

43°52'24.86" N 116°28'20.28" W

Brian Sullivan

From: Hollie Ann Strang <hstrang@co.gem.id.us>
Sent: Thursday, June 29, 2023 11:59 PM
To: Brian Sullivan
Subject: RE: Impact agency transmittal, annexation

My office has no comments at this time.

Hollie Ann Strang

-----Original Message-----

From: Brian Sullivan [mailto:bsullivan@cityofemmett.org]
Sent: Monday, June 26, 2023 8:20 AM
To: Steve Kunka <skunka@emmettpolice.com>; Curt Christensen <cchristensen@cityofemmett.org>; Clint Seamons <cseamons@cityofemmett.org>; Hollie Ann Strang <hstrang@co.gem.id.us>; 'mwelch@gemfireems.org' <mwelch@gemfireems.org>; Megan Keene <mkeene@co.gem.id.us>; Uhrig, Jake <JUhrig@idahopower.com>; Amy Rosa <amy@sawtoothls.com>; Mike Knittel <mknittel@cityofemmett.org>; Olivia Mocnik <omocnik@co.gem.id.us>
Subject: Impact agency transmittal, annexation

Good Morning,

Attached is an annexation application submitted by Sawtooth Land Surveying for 142 Nielson Lane. Please review and give any comments back by July 3, 2023.

Thank you for your time!

Brian Sullivan
Building Official/Zoning Administrator
City of Emmett
208-365-9569
bsullivan@cityofemmett.org
<https://us-east-2.protection.sophos.com?d=cityofemmett.org&u=d3d3LmNpdHlvZmVtbWV0dC5vcmc=&i=NWY3MzZiODczNzUwZmlwZWFkN2VkmjJl&t=KzVMaIVuMGtFUvV0dTI1NHJkNWV1BLcmI4Rnl1QlB0Z2tvQlJPdk9aWT0=&h=2ef3e3212de34324bd5456e32fbb63f6&s=AVNPUeHUTONFTkNSWVBUSVb8ocJtfqfPC3E4iDUQZX9cL7D0Q6neOVGiG4qa1UdQgMkDpP-oZtzjQ8F6AAUzWg>

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GEM COUNTY

OFFICE OF
Megan Keene
TREASURER
TAX COLLECTOR
PUBLIC ADMINISTRATOR



415 E MAIN STREET
ROOM 200
EMMETT, IDAHO 83617
(208) 365-3272

June 29, 2023

City of Emmett
Zoning Commission
Attn: Brian Sullivan, Zoning Administrator
601 E. 3rd Street
Emmett, ID 83617

RE: Annexation with Rezone (Steven Thayn, owner)
Loc: 142 Nielson Lane, Emmett, ID 83617
PIN: RP06N01W081081
FILE NO.: Ann 23-001

Dear Brian,

After reviewing the Annexation with Rezone Application for the above applicant, following are my comments concerning the subject parcel:

Parcel RP06N01W081081 has the 2022 taxes paid in full and will have 2023 taxes owing at a future date.

***Please note--Splits, Combos, PBAs, Platted Subdivisions, and Manufactured Homes Declared Real need to be correctly recorded by no later than May 1, 2023, in order to show up in the 2023 Assessment Roll and 2023 Tax Roll. Anything recorded after that date will be valued and taxed based on how the property was as of January 1, 2023.*

If you have any questions please feel free to contact the Treasurer's office.

Sincerely,

Megan Keene
Gem County Treasurer

:lh

Brian Sullivan

From: Steve Kunka
Sent: Tuesday, June 27, 2023 4:16 PM
To: Brian Sullivan
Subject: RE: Impact agency transmittal, annexation

Brian,

My only question is if the cable and traffic cone will be removed at the end of what is now a personal drive?

Respectfully,

Steve O. Kunka
Police Chief
Emmett Police Department
501 East Main Street
Emmett, Idaho 83617
Phone (208)398-2082

-----Original Message-----

From: Brian Sullivan <bsullivan@cityofemmett.org>
Sent: Monday, June 26, 2023 8:20 AM
To: Steve Kunka <skunka@emmettpolice.com>; Curt Christensen <cchristensen@cityofemmett.org>; Clint Seamons <cseamons@cityofemmett.org>; assessor@co.gem.id.us; 'mwelch@gemfireems.org' <mwelch@gemfireems.org>; Megan Keene <mkeene@co.gem.id.us>; Uhrig, Jake <JUhrig@idahopower.com>; Amy Rosa <amy@sawtoothls.com>; Mike Knittel <mknittel@cityofemmett.org>; Olivia Mocnik <omocnik@co.gem.id.us>
Subject: Impact agency transmittal, annexation

Good Morning,

Attached is an annexation application submitted by Sawtooth Land Surveying for 142 Nielson Lane. Please review and give any comments back by July 3, 2023.

Thank you for your time!

Brian Sullivan
Building Official/Zoning Administrator
City of Emmett
208-365-9569
bsullivan@cityofemmett.org
www.cityofemmett.org

Brian Sullivan

From: Clint Seamons
Sent: Monday, June 26, 2023 11:01 AM
To: Brian Sullivan
Subject: Re: Impact agency transmittal, annexation

No comments at this time.

Clint Seamons
Public Works Director
City of Emmett
601 E 3rd Street
Emmett, ID 83617
Office: (208) 365-9569

On Jun 26, 2023, at 8:19 AM, Brian Sullivan <bsullivan@cityofemmett.org> wrote:

Good Morning,

Attached is an annexation application submitted by Sawtooth Land Surveying for 142 Nielson Lane. Please review and give any comments back by July 3, 2023.

Thank you for your time!

Brian Sullivan
Building Official/Zoning Administrator
City of Emmett
208-365-9569
bsullivan@cityofemmett.org
www.cityofemmett.org

<20230626081339241.pdf>



CITY OF EMMETT

Zoning Commission

Recommendation to City Council

Application: Annexation with zoning classification

Applicant: Sawtooth Land Surveying representing Steven Thayn

Date of Zoning Commission Public Hearing(s): July 10, 2023

Date of City Council Public Hearing: August 8, 2023

Summary of Public Testimony:

- In Favor: Applicant
- Opposed: None
- Neutral: None

Recommendation: Approval of the annexation of 1.554 acres with land being zoned R-1, single-family residential per the findings in the application. Unanimous vote.

Reason(s) and Findings for Recommendation:

The Commission finds the proposed annexation conforms with the basic intent of the Comprehensive Plan and Future Land Use Map.

See the attached application/staff report for details.

Possible Motion:

I make a motion to approve the annexation with zoning classification of 142 Nielsen Lane, parcel number RP06N01W081081 for Sawtooth Land Surveying and designate the zoning classification of R-1, single-family residential, adopt the staff report, and direct staff to create an ordinance to bring back to Council for approval.

OR

I make a motion to deny the application by Sawtooth Land Surveying for annexation with zoning classification of 142 Nielsen Lane for the following reason:

City of Emmett Council Meeting

July 25, 2023

Regular Meeting

The Emmett City Council held a meeting at 501 E. Main Street, Emmett, Idaho.
Council President Nebeker called the meeting to order at 7:00 p.m.
Council President Nebeker led the Pledge of Allegiance
Council President Nebeker offered the Community Invocation

Council Present: Council President Steve Nebeker, Councilor Tona Henderson, Councilor Gary Resinkin, Councilor Tom Butler, Councilor Jody Harris, Councilor Denise Sorenson

Council Zoom: None

Council Absent: None

City Attorney: Absent

Staff Present: Lyleen Jerome, Brian Sullivan, Curt Christensen, Clint Seamons, Mike Knittel

Public Present: Tina Hefley, 1022 S. Washington, Emmett, ID; Matthew Witt, 350 N. 9th St. Boise, ID; Dakota Gullickson, 5840 S. Mandolin Pl, Boise, ID; Ben Zamzow, 350 N. 9th St, Boise, ID; Kindi Mossman, 2575 W. Quelea St.

Public Present via telephone: None

Amendments to the Agenda: None

Declaration of Conflict of Interest: Councilor Butler recused himself from decision of item 8A as he is the President of the Gem County Chamber of Commerce Board of Directors

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

ELECTED OFFICIALS:

Mayor

City Council

Announcements and Good of the Order – Council President Nebeker invited the public to attend a meeting at Valor Medical, and an invitation to Pet Adoption League for a celebration

CONSENT AGENDA:

Approval of Minutes – July 11, 2023 Budget Workshop
July 11, 2023 Regular Council Meeting

Approval of Accounts Payables

Approval of Permits – Bartenders: Madison Chatterton-McLean, Bailey Jamison, Nicholas Ryan Grimm, Dara Moran

Councilor Resinkin **MOVED TO APPROVE THE CONSENT AGENDA;** Seconded by Councilor Harris
Motion carried by voice vote.

BUSINESS:

Tina Hefley, GCCC CEO, requests street closures on Main, South Hayes, South Commercial for the Gem County Chamber of Commerce Harvest Festival Street Fair to be held September 28th thru September 30, 2023. Councilor Henderson **MOVED TO APPROVE STREET CLOSURES FOR HARVEST FESTIVAL STREET FAIR SEPTEMBER 28TH THROUGH SEPTEMBER 30TH AND FOLLOW STAFF RECOMMENDATIONS.** Seconded by Councilor Resinkin. **Motion carried by voice vote.**

Brian Sullivan, Building Official/City Planner request approval of Ordinance #O2023-11 AN ORDINANCE AMENDING THE ZONING CLASSIFICATION FOR CERTIN REAL PROPERTY IN THE CITY OF EMMETT, IDAHO, LOCATED AT 212 E. 3RD ST., EMMETT, IDAHO, FROM R-2 DUPLEX, TO P PUBLIC; AND PROVIDING AN EFFECTIVE DATE. Councilor Sorenson **MOVED TO APPROVE ORDINANCE #O2023-11, TO DISPENSE WITH THE 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. Role call vote: Councilor Butler -AYE, Councilor Harris- AYE, Councilor Henderson – AYE, Councilor Resinkin – AYE, Councilor Sorenson- AYE, Council President Nebeker – AYE. **6 AYES, 0 NOES. Motion Carried.**

Brian Sullivan, Building Official/City Planner read Ordinance #O2023-11 by Title. Councilor Sorenson **MOVES TO ACCEPT THE FIRST AND ONLY READING OF ORDINANCE #O2023-11, DIRECT THE MAYOR TO SIGN, AND DIRECT THAT IT BE PUBLISHED BY SUMMARY.** Seconded by Councilor Butler. Role call vote: Councilor Butler – AYE, Councilor Harris- AYE, Councilor Henderson – AYE, Councilor Resinkin – AYE, Councilor Sorenson- AYE, Council President Nebeker – AYE. **6 AYES, 0 NOES. Motion Carried.**

Brian Sullivan, Building Official/City Planner requests approval of preliminary plat application for Long Horn Acres Subdivision. Applicant is Kindi Moosman, Property location – 1033 E. 12th Street. Councilor Henderson **MOVED TO APPROVE APPLICATION PP 23-001, A PRELIMINARY PLAT FOR LONG HORN ACRES SUBDIVISION, CONDITIONED ON FINAL APPROVAL FROM ITD ON THE ACCESS IN AND OUT, AND ADOPT THE STAFF REPORT AS PART OF THIS APPROVAL.** Seconded by Councilor Resinkin. **Motion carried by voice vote.**

Lyleen Jerome, City Clerk/Treasurer requests approval of fiscal year 22-23 third quarter financial statement. Councilor Henderson **MOVED TO APPROVE FISCAL YEAR 22-23 THIRD QUARTER FINANCIAL STATEMENT AND DIRECT THAT IT BE PUBLISHED ON OUR WEBSITE.** Seconded by Councilor Harris. **Motion carried by voice vote.**

City of Emmett Council Meeting

July 25, 2023

Regular Meeting

DEPARTMENT REPORTS:

Building Official/City Planner – Brian Sullivan – Reported

City Clerk, Lyleen Jerome – Reported

Fire Chief, Curt Christensen – Reported

Library Director, Alyce Kelley – Absent

Police Chief, Steve Kunka – Absent

Public Works, Clint Seamons - Reported

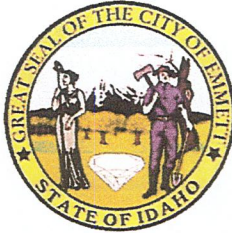
IT Systems Director, Mike Knittel – Reported

Adjourn – Councilor Harris MOVED TO ADJOURN, Seconded by Councilor Henderson. Motion Carried by voice vote.

Meeting Adjourned 8:24 p.m.

Mayor Gordon Petrie

Lyleen Jerome, City Clerk



CITY OF EMMETT

Bartender Permit Checklist

Applicant Name KORTNIE OVERACKER

Date Application Received _____ By _____

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

Police Department

- Background Check U. Lake
 _____ Emmett Police Name/Records Check
 _____ Gem County Sheriff's Name/Records Check
 _____ Application Approved
 _____ Application Denied
 _____ 8-2-23
 Chief of Police (signature) Date
- Fingerprint Results Attached (New only) _____

City Council

- Added to Council Agenda for approval
- City Council Approved Yes No _____
 Council Date

Official Permit

- Created _____
- Mailed _____

Tracking # _____

ORDINANCE NO. O2023-12

AN ORDINANCE OF THE CITY OF EMMETT, IDAHO; AMENDING TITLE 5, CHAPTER 4, SECTION 2: PARENTAL RESPONSIBILITY; BY MAKING AMENDMENTS TO THE EMMETT PARENTAL RESPONSIBILITY ORDINANCE; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF EMMETT, IDAHO, as follows:

Section I. That Title 5, Chapter 4, Section 2, Emmett City Code, is amended by interlineations and additions to read as follows:

“Sec. 5-4-2. - Parental responsibility.

A. *Short title, purpose, and applicability.* This section shall be known as the Emmett Parental Responsibility Ordinance, adopted for the purpose of providing proper administration and enforcement of this section.

B. *Definition.* A "parent" is any person who is the parent, ~~lawful guardian,~~ or other ~~person~~ adult, except a foster parent, having care or custody of a juvenile ~~lawfully charged with the care or custody of a child~~ under 16 years of age.

C. *Failure to supervise a ~~child~~ juvenile.* Any person who is the parent, ~~lawful guardian, or other person, except a foster parent, lawfully charged with the care or custody of a child~~ juvenile under 16 years of age commits the offense of failure to supervise a ~~child~~ juvenile if the ~~child~~ juvenile commits any of the following acts:

1. Commits an act to bring the ~~child~~ juvenile within the purview of the Juvenile Corrections Act, Idaho Code title 20, chapter 5, or commits a crime for which the ~~child~~ juvenile is required to be tried as an adult, or for which jurisdiction under the juvenile corrections act is subject to waiver pursuant to Idaho Code title 20, chapter 5; or

2. Fails to attend school or is not comparably instructed as provided in Idaho Code § Title 33-202; or

3. Violates a curfew law of the City of Emmett, Idaho.

D. ~~Reasons for nonprosecution~~ *Exceptions.* A person shall not be prosecuted under this section if the person demonstrates any of the following:

1. The person is the victim of ~~the~~ a crime committed by the juvenile charged, whether such crime is prosecuted under Idaho Code title 20, chapter 5, or whether the ~~child~~ juvenile is tried as an adult; or

2. The person reported the act of the ~~child~~ juvenile to ~~the~~ a law enforcement agency, the juvenile court, the department of health and welfare or other appropriate authority; or

3. The person took reasonable steps to control the conduct of the child juvenile at the time the person is alleged to have failed to supervise the child juvenile.

E. *First offense warning.* When a child juvenile commits any of the acts set forth in subsection C of this section for the first time and the ~~provisions~~ exceptions of subsection D of this section do not apply, the ~~parents, lawful guardian, or other person lawfully charged with the care and custody~~ parent of the child juvenile, may be ~~advised~~ warned by an Emmett City Police Officer or an officer of the Gem County Sheriff's Department of the content of this section and the penalties for violation of this section. ~~This advisement shall be made by serving a copy of this section upon the offender. Documentation of this service shall be recorded by the Gem County Sheriff's Department.~~

F. *Second or subsequent offense.* When a child juvenile commits any of the acts set forth in subsection C of this section after the ~~parents, lawful guardian, or other person lawfully charged with the care and custody of the child have~~ parent has been served with an advisement as set out in subsection E of this section warned by an Emmett City Police Officer or an officer of the Gem County Sheriff's Department, and the provisions of subsection D of this section do not apply, a citation or summons may be issued to the parent, ~~lawful guardian or other person lawfully charged with the care or custody of that child unless the person with lawful custody is a foster parent.~~ The citation or summons shall set a date for appearance in the magistrate division of the district court.

G. *Penalty.* If the person pleads guilty or is found guilty of the offense of failure to supervise a child juvenile ~~for the first time then,~~ the person shall be ~~warned of the penalty for any future conviction of failure to supervise a child. If the person pleads guilty or is found guilty of the offense of failure to supervise a child for the second or subsequent time, the person shall be declared guilty of a misdemeanor and be subject to the following penalty subject to the General Penalties contained in Title 1, Chapter 4 of this Code. In addition:~~

1. ~~A fine of not more than \$1,000.00. In lieu of the fine, the court, with the consent of the person convicted or pleading guilty, may order the person to complete parenting classes or undertake other treatment or counseling to the satisfaction of the court, the person may be discharged. If this person fails to complete the classes, treatment or counseling to the satisfaction of the court, the court may order the payment of a fine of not more than \$1,000.00; and~~

2. ~~The court may order the person to pay restitution or make any victim who suffers an economic loss as a result of the juvenile's conduct in accordance with the standard and requirements of Idaho Code §§ 19-5304 and 19-5305. Said restitution shall not exceed the amount of \$2,500.00.~~

3. ~~Any person who violates an order of the court entered under this section shall be subject to contempt proceedings in accordance with Idaho Code title 7, chapter 6. The contempt proceedings and penalty for any contempt found shall be in~~

addition to ~~and in substitution for~~ any other penalties authorized pursuant to this section.”

Section II. Effective Date. This Ordinance, or summary thereof in compliance with Section 50-901A, Idaho Code, shall be published once in the official newspaper of the city, and shall take effect immediately upon its passage, approval, and publication.

Approved by the Council on _____, 2023.

City of Emmett, Idaho

ATTEST:

Gordon W. Petrie, Mayor

Lyleen Jerome, City Clerk

ORDINANCE NO. O2023-13

AN ORDINANCE OF THE CITY OF EMMETT, IDAHO; ENACTING A NEW SECTION 3 TO TITLE 5, CHAPTER 4, ENTITLED: BEYOND CONTROL; WHICH MAKES IT A VIOLATION FOR A JUVENILE TO DISOBEY REASONABLE RULES FROM THEIR PARENT OR TO ENGAGE IN UNMANAGEABLE FREQUENT BEHAVIOR, AMONG OTHER THINGS; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF EMMETT, IDAHO, as follows:

Section I. That Title 5, Chapter 4, Section 3, Emmett City Code, is enacted to read as follows:

“Sec. 5-4-3. Beyond Control. It shall be a violation for a juvenile under the age of 18 to be declared beyond control of his/her parent, guardian or legal custodian, which declaration may be made when such juvenile disobeys reasonable rules, orders, directions or expectations of his/her parent, guardian or legal custodian, or engages in behavior that is unruly, unmanageable or incorrigible, and such disobedience or behavior is persistent, frequent or severe.”

Section II. Effective Date. This Ordinance, or summary thereof in compliance with Section 50-901A, Idaho Code, shall be published once in the official newspaper of the city, and shall take effect immediately upon its passage, approval, and publication.

Approved by the Council on _____, 2023.

City of Emmett, Idaho

ATTEST:

Gordon W. Petrie, Mayor

Lyleen Jerome, City Clerk

ORDINANCE NO. O2023-14

AN ORDINANCE OF THE CITY OF EMMETT, IDAHO; ENACTING A NEW SECTION 4 TO TITLE 5, CHAPTER 4, ENTITLED: RUNAWAYS; WHICH MAKES IT A VIOLATION FOR A JUVENILE TO RUN AWAY; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF EMMETT, IDAHO, as follows:

Section I. That Title 5, Chapter 4, Section 4, Emmett City Code, is enacted to read as follows:

“Sec. 5-4-4. Runaways. It shall be a violation for any juvenile under the age of 18 to attempt to run away or to run away from his or her parent, guardian or other adult have care or custody of such juvenile, or to be or remain a juvenile who has run away from his or her parent, guardian or other adult having care or custody.”

Section II. Effective Date. This Ordinance, or summary thereof in compliance with Section 50-901A, Idaho Code, shall be published once in the official newspaper of the city, and shall take effect immediately upon its passage, approval, and publication.

Approved by the Council on _____, 2023.

City of Emmett, Idaho

ATTEST:

Gordon W. Petrie, Mayor

Lyleen Jerome, City Clerk



EMMETT PUBLIC WORKS DEPARTMENT
601 East 3rd Street - Emmett, Idaho 83617
Clint Seamons, Public Works Director

Tuesday, April 4, 2023

Mayor, City Council:

I am requesting a **MOTION to approve State/Local Project Development Agreement and payment of \$9,000.00 for 24340; Main St Bridge construction with Mayor to sign.**

Attached is the agreement for your review.

Thank you,

Clint Seamons, Public Works Director

STATE/LOCAL AGREEMENT
(PROJECT DEVELOPMENT)
PROJECT NO. A024(340)
MAIN ST BRIDGE, EMMETT
GEM COUNTY
KEY NO. 24340

PARTIES

THIS AGREEMENT is made and entered into this _____ day of _____, _____, by and between the **IDAHO TRANSPORTATION BOARD**, by and through the **IDAHO TRANSPORTATION DEPARTMENT**, hereafter called the State, and the **CITY OF EMMETT**, acting by and through its Mayor and Council, hereafter called the Sponsor.

PURPOSE

The Sponsor has requested that the State include in its Idaho Transportation Investment Program Federal-Aid Project No. A024(340), described as Main St Bridge, Emmett. Project development is to be performed by Sponsor's staff/consultant engineers. The purpose of this Agreement is to set out the terms and conditions to accomplish the project development phase of this project.

NOTE: Securing the services of a consultant for project development services must follow the process outlined in the Idaho Transportation Department Guidelines for Local Public Agency Projects.

Since certain functions under this Agreement are to be performed by the State, requiring the expenditure of funds, and since the State can only pay for work associated with the State Highway System, the Sponsor is fully responsible for all costs incurred by the State related to the project.

Authority for this Agreement is established by Section 40-317 of the Idaho Code.

The Parties agree as follows:

SECTION I. GENERAL

1. It is necessary to develop construction plans and specifications in order that federal participation may be obtained in the construction costs of the project. Federal-aid for project development and right of way is available on this project.
2. Federal participation in the project is at the rate of 92.66%; local participation is 7.34%. Scheduled funding for this project is listed in the approved Idaho Transportation Investment Program, and subsequent revisions. Current estimated funding is as follows:
 - a. Project Development - \$700,000
 - (PE-\$9,000, PL-\$84,000, PC-\$607,000)
 - b. Right-of-Way - \$60,000
 - c. Utilities - \$0
 - d. Construction Engineering - \$476,000
 - (CE-\$9,000, CL-\$76,000, CC & Cont.-\$391,000)
 - e. Construction - \$1,764,000
 - f. Total Estimated Project Costs - \$3,000,000
3. The Sponsor's match for this project will be provided in cash in the amount of 7.34% of the entire project (current estimate \$220,200).
4. Funds owed by the Sponsor shall be remitted to the State through the ITD payment portal at:
<https://apps.itd.idaho.gov/PayITD> .
5. This project shall be designed to State Standards as defined in the current version of the Idaho Transportation Department's Design Manual, or as subsequently revised. The current version of the Design Manual can be viewed at the following web site:
<http://itd.idaho.gov/manuals/ManualsOnline.htm>.
6. All information, regulatory and warning signs, pavement or other markings, and traffic signals required and warranted will be developed as a part of the plans, regardless of whether the work is done as a portion of the contract or by the Sponsor's forces.

7. If the project is terminated by the Sponsor prior to completion, the Sponsor shall repay to the State all federal funds received for the project, and shall be liable to the State for any un-reimbursed incidental expenses as provided for in Section II, Paragraph 1 of this Agreement.
8. Sufficient Appropriation. It is understood and agreed that the State and the Sponsor are governmental agencies, and this Agreement shall in no way be construed so as to bind or obligate the State or the Sponsor beyond the term of any particular appropriation of funds by the Federal Government or the State Legislature as may exist from time to time. The State and the Sponsor reserve the right to terminate this Agreement if, in its sole judgment, the Federal Government or the legislature of the State of Idaho fails, neglects or refuses to appropriate sufficient funds as may be required for the State to continue payments. Any such termination shall take effect immediately upon notice and be otherwise effective as provided in this Agreement.

SECTION II. That the State shall:

1. Provide the following services incidental to the project development:
 - a. Assist Sponsor in the selection of a Consulting Engineer and negotiations as needed, and furnish the Agreement for Engineering Services and any supplements thereto, to be used between the Sponsor and Consultant Engineers on this project.
 - b. Review Preliminary Environmental Evaluation and recommend other appropriate environmental documentation.
 - c. Furnish to the engineers copies of materials test reports and other data applying to the project and available to the State.
 - d. Provide a hearing officer to conduct a formal public hearing as necessary.

- e. Assign State personnel or assist in hiring a qualified relocation agent consultant to determine relocation entitlements and assistance which might be required by the project.
 - f. File with the Federal Highway Administration applications for exceptions to AASHTO Standards when appropriate and for government land withdrawals for rights-of-way and airport clearance.
 - g. If requested by the Sponsor, assist in negotiations with public carriers and utilities for agreements on behalf of the Sponsor.
 - h. Review the Consultant plans, estimates, reports and environmental studies, and issue notice of approval.
 - i. Supply roadway summary sheets and such standard drawings as may be required to supplement the plans.
 - j. Print and assemble plans, special provisions, specifications and contracts.
 - k. Advertise for bids and let the construction contract. Prior to construction, the parties will enter into a separate agreement covering responsibilities of the parties relating to construction.
2. Within sixty (60) days of receipt of appropriate documentation from the Sponsor showing expenditure of funds for project development, reimburse the Sponsor for eligible expenses at the approved Federal-aid rate.
 3. Bill the Sponsor for costs incurred by the State under this Agreement for project development, if those costs exceed the amount set out in Section III, Paragraph 1.
 4. Bill the Sponsor for any federal funds to be repaid by the Sponsor if the project is terminated by the Sponsor prior to completion, and the Sponsor has been reimbursed with federal funds for preliminary engineering and/or right-of-way acquisition.

5. Appoint the Local Highway Technical Assistance Council as the contract administrator for the State.

SECTION III. That the Sponsor shall:

1. Pay to the State, before the State begins the incidental services referred to in Section II, Paragraph 1, the sum of **NINE THOUSAND DOLLARS (\$9,000)**, estimated to be the total expense to the State referred to in Section I, Paragraph 2. In addition, pay to the State the cost of all incidental services provided by the State upon receipt of the billing provided for in Section II, Paragraph 3. These funds will be credited towards the Sponsor's match on the project.
2. Sponsor warrants that it will repay any federal reimbursements on this project if the project is terminated by the Sponsor prior to completion.
3. With the assistance of the State, hire a consultant for development of the project.
4. Make timely payment of all consultant invoices throughout the design of the project. Periodically the Sponsor may submit allowable Consultant invoices and receipts to the State showing payment of same. The State will reimburse the Sponsor for eligible expenses less the Sponsor's match.
5. Advertise for and hold a formal public hearing if required in accordance with the Idaho Open Meetings Law.
6. Coordinate the relocation of utilities within the right-of-way of the project. Federal-aid utility relocations will be processed in accordance with the applicable provisions of 23 CFR and the Sponsor's utility policies and procedures.
7. Right of Way
 - a. Acquire all rights-of-way and easements needed to provide for construction and maintenance of the project.
 - b. Employ an approved certified general appraiser to complete all appraisals and an independent certified general appraiser to review appraisals

required for the project unless the property value meets the requirements in Idaho Code Section 54-4105(5) and 45 CFR 24.102.

- c. Review the appraisal reviewer's statement of the estimated fair market value and approve an amount to be just compensation for each parcel to be acquired.
- d. Provide a monthly right-of-way status report (ITD-2161), and forward it to the project manager.
- e. Before initiating negotiations for any real property required for right-of-way, establish, in writing, an amount considered to be just compensation, under Idaho law, Federal Regulations or any other applicable law, and make a prompt offer to acquire the property for the full amount established.
- f. Make a good faith effort, in accordance with Real Property Acquisition Policies Act of 1970, to acquire the real property by negotiation. Employ a State Approved Negotiator if necessary.
- g. Inform the property owner, in those cases where he indicates a willingness to donate a portion of his real property for rights-of-way, of all his rights including his right to full compensation in money for land and damages, if any, in accordance with Idaho Code.
- h. Provide relocation assistance and payments for any displaced person, business, farm operation, or nonprofit organization in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970; 49 CFR 24; 23 CFR 710; the Idaho Real Property Acquisition Act of 1971; Title 40, Chapter 20; and Title 58, Chapter 11; Idaho Code, as amended, and regulations promulgated thereunder. No individual or family shall be displaced until decent, safe and sanitary replacement housing is available to the relocatees for immediate occupancy. In addition, advise the State of any relocations required by the project and upon request of the State, authorize the State to negotiate on the Sponsor's behalf for all

relocation assistance and payments, the cost of which will be assumed by the Sponsor at the time of negotiation.

- i. Ensure to the greatest extent practicable that no person lawfully occupying the real property shall be required to move from his home, farm or business without at least ninety (90) days written notice prior to advertisement of the project.
8. Before advertisement for bids, provide a certification that all rights-of-way, easements, permits, materials sources and agreements necessary for the construction of the project have been acquired in accordance with the provisions of this Section. Provide a value of any right-of-way donations obtained, which may be credited as a matching share.
9. Evaluate the impact the project might have on the quality of the human environment and prepare and furnish to the State an environmental evaluation that includes cultural resources and any other documentation required by the National Environmental Policy Act.
10. At all required public hearings, furnish all necessary exhibits and provide for a representative of the Sponsor to describe the project; present information about the location and design, including alternates; discuss the tentative schedules for rights-of-way acquisitions and construction; discuss the Sponsor's relocation assistance program; discuss the economic, sociological, and environmental effects of the project; and answer all questions concerning the project.
11. Comply with Attachment 1 attached hereto and made a part hereof. By this agreement Sponsor agrees to comply with and be bound to the Civil Rights provisions of Title VI of the Federal Code and to generally insert those provisions in all contracts that it enters into that are federally funded on this project. If property acquired for this project with Federal financial assistance is transferred, the recipient of the property will be subject to Attachment 1 if the property is used for the same purpose it was originally acquired or for another purpose involving similar services or benefits to the general public. Sponsor should contact the State prior to disposing of any property acquired under this

agreement.

- 12. Maintain all project records, including source documentation for all expenditures and in-kind contributions, for a period of three (3) years from the date of final acceptance. If any litigation, claim, negotiation, or audit has been started before expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues that arise from it.
- 13. Comply with all other applicable State and Federal regulations.

EXECUTION

This Agreement is executed for the State by its Highways Construction & Operations Division Administrator, and executed for the City of Emmett by the Mayor, attested to by the City Clerk, with the imprinted Corporate Seal of the City of Emmett.

IDAHO TRANSPORTATION DEPARTMENT

 Division Administrator
 Highways Construction & Operations

ATTEST:

CITY OF EMMETT

 City Clerk

 Mayor

(SEAL)

By regular/special meeting
on _____.

hm: 24340 SLA PD

RESOLUTION

WHEREAS, the Idaho Transportation Department, hereafter called the **STATE**, has submitted an Agreement stating obligations of the **STATE** and the **CITY OF EMMETT**, hereafter called the **CITY**, for construction of Main St. Bridge, Emmett; and

WHEREAS, the **STATE** is responsible for obtaining compliance with laws, standards and procedural policies in the development, construction and maintenance of improvements made to the Federal-aid Highway System when there is federal participation in the costs; and

WHEREAS, certain functions to be performed by the **STATE** involve the expenditure of funds as set forth in the Agreement; and

WHEREAS, The **STATE** can only pay for work associated with the State Highway system; and

WHEREAS, the **CITY** is fully responsible for its share of project costs; and

NOW, THEREFORE, BE IT RESOLVED:

1. That the Agreement for Federal Aid Highway Project 24340, Main St. Bridge, Emmett is hereby approved.
2. That the Mayor and the City Clerk are hereby authorized to execute the Agreement on behalf of the **CITY**.
3. That duly certified copies of the Resolution shall be furnished to the Idaho Transportation Department.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution passed at a regular meeting of the City Council, City of Emmett, held on August 8, 2023

Lyleen Jerome
City Clerk

(Seal)

ATTACHMENT 1

1050.20 Appendix A:

During the performance of work covered by this Agreement, the Consultant for themselves, their assignees and successors in interest agree as follows:

1. **Compliance With Regulations.** The Consultant shall comply with all regulations of the United States Department of Transportation relative to Civil Rights, with specific reference to Title 49 CFR Part 21, Title VI of the Civil Rights Act of 1964 as amended, and Title 23 CFR Part 230 as stated in the ITD EEO Special Provisions and Title 49 CFR Part 26 as stated in the appropriate ITD DBE Special Provisions.
<http://apps.itd.idaho.gov/apps/ocr/index.aspx>
2. **Nondiscrimination.** The Consultant, with regard to the work performed by them during the term of this Agreement, shall not in any way discriminate against any employee or applicant for employment; subcontractor or solicitations for subcontract including procurement of materials and equipment; or any other individual or firm providing or proposing services based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.
3. **Solicitations for Subcontracts, Including Procurement of Materials and Equipment.** In all solicitations, either by bidding or negotiation, made by the Consultant for work or services performed under subcontract, including procurement of materials and equipment, each potential subcontractor or supplier shall be made aware by the Consultant of the obligations of this Agreement and to the Civil Rights requirements based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.
4. **Information and Reports.** The Consultant shall provide all information and reports required by regulations and/or directives and sources of information, and their facilities as may be determined by the State or the appropriate Federal Agency. The Consultant will be required to retain all records for a period of three (3) years after the final payment is made under the Agreement.
5. **Sanctions for Noncompliance.** In the event the Consultant or a Subconsultant is in noncompliance with the EEO Special Provisions, the State shall impose such sanctions as it or the appropriate Federal Agency may determine to be appropriate, including, but not limited to:
 - Withholding of payments to the Consultant until they have achieved compliance;
 - Suspension of the agreement, in whole or in part, until the Consultant or Subconsultant is found to be in compliance, with no progress payment being made during this time and no time extension made;
 - Cancellation, termination or suspension of the Agreement, in whole or in part;
 - Assess against the Consultant's final payment on this Agreement or any progress payments on current or future Idaho Federal-aid Projects an administrative remedy by reducing the final payment or future progress payments in an amount equal to 10% of this agreement or \$7,700, whichever is less.
6. **Incorporation of Provisions.** The Consultant will include the provisions of paragraphs 1 through 5 above in every subcontract of \$10,000 or more, to include procurement of materials and leases of equipment unless exempt by the Acts, the Regulations, and directives pursuant thereto. The Consultant shall take such action with respect to any subcontract or procurement as the State or the appropriate Federal Agency may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, that if the Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the State to enter into any litigation to protect the interest of the State. In addition, the Consultant may request the United States to enter into the litigation to protect the interests of the United States.

1050.20 Appendix E

During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with all non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 4 71, Section 4 7123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U .S.C. 1681 et seq).

Implementation Procedures

This agreement shall serve as the Sponsor's Title VI plan pursuant to 23 CFR 200 and 49 CFR 21.

For the purpose of this agreement, "Federal Assistance" shall include:

1. grants and loans of Federal funds,
2. the grant or donation of Federal property and interest in property,
3. the detail of Federal personnel,
4. the sale and lease of, and the permission to use (on other than a casual or transient basis), Federal property or any interest in such property without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the Sponsor, or in recognition of the public interest to be served by such sale or lease to the Sponsor, and
5. any Federal agreement, arrangement, or other contract which has as one of its purposes, the provision of assistance.

The Sponsor shall:

1. Issue a policy statement, signed by the Sponsor's authorized representative, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Sponsor's organization and to the general public. Such information shall be published where appropriate in languages other than English.
2. Take affirmative action to correct any deficiencies found by ITD or the United States Department of Transportation (USDOT) within a reasonable time period, not to exceed 90 days, in order to implement Title VI compliance in accordance with this agreement. The Sponsor's authorized representative shall be held responsible for implementing Title VI requirements.

3. Designate a Title VI Coordinator who has a responsible position in the organization and easy access to the Sponsor's authorized representative. The Title VI Coordinator shall be responsible for initiating and monitoring Title VI activities and preparing required reports.
4. Adequately implement the civil rights requirements.
5. Process complaints of discrimination consistent with the provisions contained in this agreement. Investigations shall be conducted by civil rights personnel trained in discrimination complaint investigation. Identify each complainant by race, color, national origin, sex, or disability; the nature of the complaint; the date the complaint was filed; the date the investigation was completed; the disposition; the date of the disposition; and other pertinent information. A copy of the complaint, together with a copy of the Sponsor's report of investigation, will be forwarded to ITD's EEO Office – External Programs within 10 days of the date the complaint was received by the Sponsor.
6. Collect statistical data (race and sex) of participants in, and beneficiaries of the Transportation programs and activities conducted by the Sponsor.
7. Conduct Title VI reviews of the Sponsor and sub-recipient contractor/consultant program areas and activities. Revise where applicable, policies, procedures and directives to include Title VI requirements.
8. Attend training programs on Title VI and related statutes conducted by ITD's EEO Office.
9. Participate in an annual review of the Sponsor's Title VI Program, the purpose of which is to determine to what extent the Sponsor has complied with Title VI requirements including the ADA. This review is conducted one year from the date of approval of the Non-Discrimination Agreement and then annually on the same date. The format for the Title VI review will be provided each year to the Sponsor for completion. A determination of compliance will be made by ITD's EEO Office based on the information supplied in the review. This review of the Sponsor's Title VI Program may also include an on-site review in order to determine compliance.

Discrimination Complaint Procedure

Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990, Section 504 of the Vocational Rehabilitation Act of 1973 and the Civil Rights Restoration Act of 1987, as amended, may file a complaint with the Sponsor. A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to the Sponsor's Title VI Coordinator for review and action.

In order to have the complaint consideration under this procedure, the complainant must file the complaint no later than 180 days after:

- a) The date of alleged act of discrimination; or
- b) Where there has been a continuing course of conduct, the date on which that conduct was discontinued.

In either case, the Sponsor or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.

Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In the event that a person makes a verbal complaint of discrimination to an officer or employee of the Sponsor, the person shall be interviewed by the Title VI Coordinator. If necessary, the Title VI Coordinator will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled according to the Sponsor's investigative procedures.

Within 10 days, the Title VI Coordinator will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to process the allegation, and advise the complainant of other avenues of redress available, such as ITD and USDOT.

The Sponsor will advise ITD within 10 days of receipt of the allegations. Generally, the following information will be

included in every notification to ITD:

- a) Name, address, and phone number of the complainant.
- b) Name(s) and address(es) of alleged discriminating official(s).
- c) Basis of complaint (i.e., race, color, national origin or sex)
- d) Date of alleged discriminatory act(s).
- e) Date of complaint received by the Sponsor.
- f) A statement of the complaint.
- g) Other agencies (state, local or Federal) where the complaint has been filed.
- h) An explanation of the actions the Sponsor has taken or proposed to resolve the issue raised in the complaint.

Within 60 days, the Title VI Coordinator will conduct an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report of findings to the Sponsor's authorized representative. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.

Within 90 days of receipt of the complaint, the Sponsor's authorized representative will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/her appeal rights with ITD, or USDOT, if they are dissatisfied with the final decision rendered by the Sponsor. The Title VI Coordinator will also provide ITD with a copy of this decision and summary of findings upon completion of the investigation.

Contacts for the different Title VI administrative jurisdictions are as follows:

Idaho Transportation Department
Equal Employment Opportunity Office – External Programs
EEO Manager
PO Box 7129
Boise, ID 83707-1129
208-334-8884

Federal Highway Administration
Idaho Division Office
3050 Lakeharbor Lane, Suite 126
Boise, ID 83703
208-334-9180

Sanctions

In the event the Sponsor fails or refuses to comply with the terms of this agreement, the ITD may take any or all of the following actions:

1. Cancel, terminate, or suspend this agreement in whole or in part;
2. Refrain from extending any further assistance to the Sponsor under the program from which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the Sponsor.
3. Take such other action that may be deemed appropriate under the circumstances, until compliance or remedial action has been accomplished by the Sponsor;
4. Refer the case to the Department of Justice for appropriate legal proceedings.

Distribution: EEO Office
Revised: 03-09, 08-10, 08-17



EMMETT PUBLIC WORKS DEPARTMENT
601 East 3rd Street - Emmett, Idaho 83617
Clint Seamons, Public Works Director

Tuesday, April 4, 2023

Mayor, City Council:

I am requesting a **MOTION to approve Keller Associates Amendment to Owner-Consultant Agreement Amendment No. 01 in the amount of \$182,860.00 for 12th St & Substation Intersection Project with Mayor to sign.**

Attached is the agreement for your review.

Thank you,

Clint Seamons, Public Works Director

AMENDMENT TO OWNER-CONSULTANT AGREEMENT

Amendment No. 1

Background Data:

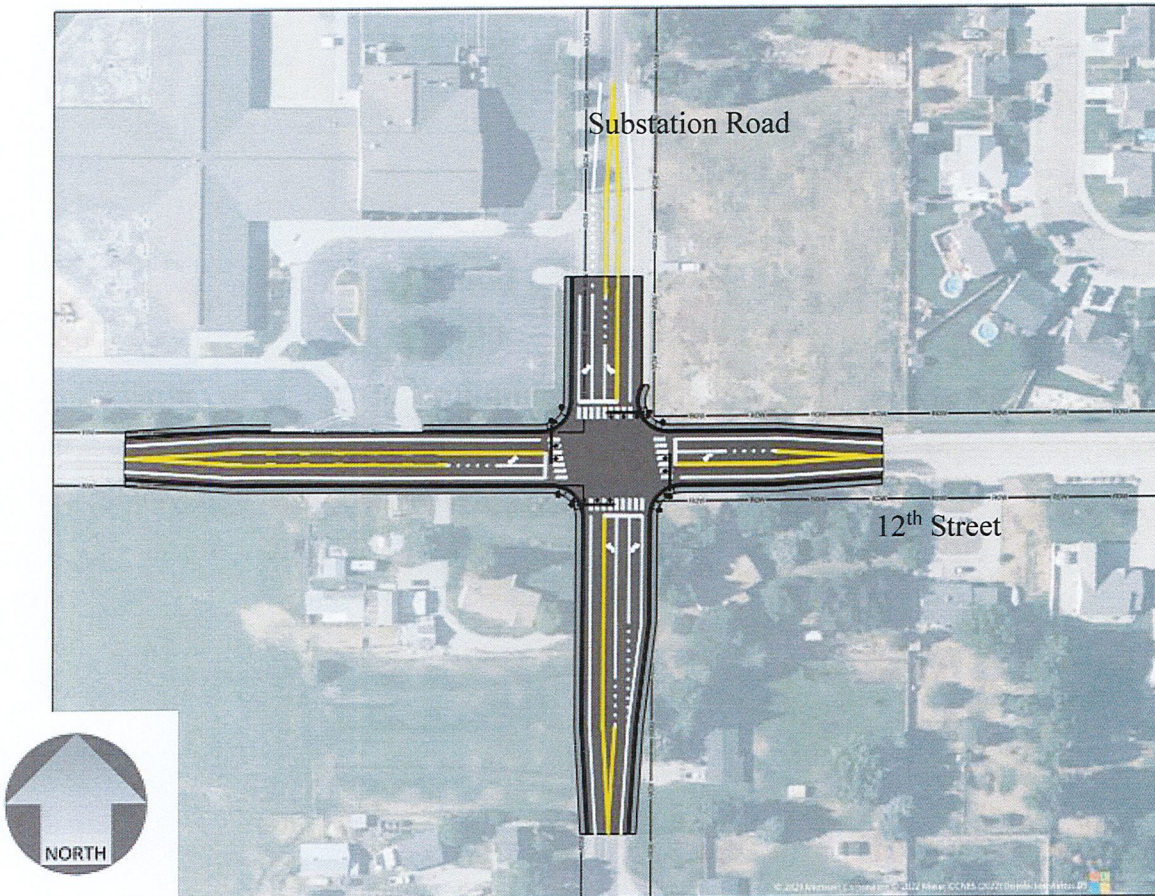
Effective Date of Owner-Consultant Agreement: November 15, 2022
Effective Date of this Amendment: August 8, 2023
Owner: City of Emmett
Consultant: Keller Associates, Inc.
Project: 12th St & Substation Intersection Project
KA #210022-098

Nature of Amendment:

The amendment includes scope of work, compensation, and schedule for advancing the final design phase of the project.

Description of Modifications:

The Owner has chosen to complete the design of the traffic signal and intersection improvements at the Substation Road / 12th Street intersection, as outlined in the 12th & Substation Intersection Study dated March 9, 2023. A concept-level illustration of the signal layout concept is shown below:



AMEND the Standard Terms and Conditions of the Agreement for Professional Services by adding the following clause to Condition 11. Miscellaneous: "Consultant is not currently owned or operated by the government of China and will not for the duration of this contract be owned or operated by the government of China."

ADD the following General Assumptions & Understandings:

GENERAL ASSUMPTIONS & UNDERSTANDINGS

This scope of work relies on the following assumptions and understandings:

- A traffic warrant study was completed by Consultant as part of the predesign phase. No additional traffic counts or reports will be required.
- Pavement rehabilitation or reconstruction outside the improvements shown in the concept are not part of this project.
- Potholing for the proposed signal pole locations will not be conducted.
- Stormwater seepage trenches will be designed as part of the stormwater system.
- Additional professional time for correspondence and meetings, due to an Owner or Contractor initiated change in the project design, preparing additional bidding-related documents (i.e. contract prequalification, equipment prepurchase, and alternative bids), participating in project peer reviews or value engineering, and/or project support above and beyond that described is considered an additional service.

The following tasks are not included in this scope of work; if desired, they may be negotiated as Additional Services—

- Right of way acquisition will be required on up to three parcels. Right-of-way (ROW) negotiation, appraisals, and acquisition is not a part of Keller's scope of work.
- Environmental studies or clearances is not a part of Keller's scope of work.
- Public involvement or public outreach is not a part of Keller's scope of work.

ADD the following scope of work for Task 4: Final Design:

TASK 4: FINAL DESIGN

Consultant Responsibilities:

4.1. Topographic Surveying and Base Mapping. Contact DigLine and obtain utility mapping from utilities known to DigLine to be operating in or around the project limits. Provide topographic surveying for the intersection of 12th Street and Substation Road and along each incoming leg of the intersection up to the following lengths: East leg = 300'; North = 225'; West = 500'; South = 400'. Topographic survey will include existing visible structures, visible utilities, and observed features, such as existing fencing, sidewalks, and roadways. Survey will use NADV 88 Vertical Datum and Idaho State Plane NAD 83 Horizontal datum. Establish benchmarks for future design reference. Provide research of public records for the existence of both public and private monuments, NGS monuments and other monuments which may exist.

4.2. Geotechnical Investigation. Consultant will utilize the services of a sub-consultant to complete a geotechnical investigation. The sub-consultant will supervise one (1) bore and four (4) roadway cores. The borehole is anticipated to be drilled up to 15' depth at a stormwater infiltration facility; the roadway cores are anticipated to be obtained one from each leg of the intersection. The sub-consultant will provide recommended pavement section, soil profiles, re-use of onsite soil recommendations, over excavation recommendations, compaction specifications, groundwater depth, and infiltration testing.

4.3. Geometric design & CAD modeling. Create a CAD model of the intersection corner improvements that show proposed contours, cut/fill, grade breaks, and catch points. Estimate the quantities of materials (pavement, base, subbase, granular borrow, etc.) from the CAD model.

4.4. Stormwater design. Develop stormwater drainage solutions for the south side of 12th Street and the south leg of Substation Road. Develop stormwater calculations for sizing new stormwater conveyance, treatment, and disposal facilities. Wherever possible, stormwater will be discharged into existing borrow ditch facilities otherwise stormwater seepage trenches will be designed.

4.5. 75% Design and Review Workshop Meeting. Submit 75% design review drawings and special provisions to the Owner and Gem County. Participate in a 75% design review workshop meeting. The drawings package is anticipated to include the following sheets (16 sheets total).

- a. Title Sheet
- b. Project Overview and Survey Control
- c. Survey Monument Preservation
- d. Typical Sections
- e. Stormwater and drainage plans (2 sheets)
- f. Roadway Plan and Profile (4 sheets)
- g. Pedestrian Ramp Details
- h. Traffic Signal Plan (1 sheet)
- i. Traffic Signal Details – Conduit, Wiring, and Materials
- j. Traffic Signal Details – Poles and Mast Arms
- k. Signing & Pavement Marking Plan
- l. Utility Coordination Plans (1 sheet)

4.6. 75% design plan-in-hand site walk. Complete a plan-in-hand site walk-through with Owner with up to two members of the Consultant team. It is assumed this will happen on the same day as the 75% design workshop meeting.

4.7. Special Provisions. Create roadway and traffic signal construction special provisions for the project. Technical specifications will be based on ISPWC.

4.8. Bidding Documents. Provide front end documents that will include standard bidding forms, contract forms, construction forms, and general conditions based on the ISPWC modifications to the EJCDC. Incorporate Owner requirements, supplemental conditions, and special project constraints.

4.9. 100% Design. Upon Owner and Gem County review, Consultant will incorporate appropriate revisions into a final set of stamped drawings and specifications that will be used for bidding. Respond to Owner/County comments and provide resubmittal.

4.10. Opinion of Probable Cost. Prepare an AACE Class 2 opinion of probable cost for the project at final design.

Owner Responsibilities:

- Review and provide one set of written consolidated comments on the 75% design deliverables.
- Provide legal reviews of the bid documents. Assist in identifying permits and approvals for which Contractor will be responsible.
- Pay for any associated permitting fees not assigned to the Contractor.

Assumptions:

- Plans will be prepared in accordance with Idaho Standards for Public Works Construction and the City Supplemental Standards. Traffic signal plan sheets will be prepared in accordance with the ACHD Supplement to the ISPWC. They will not be designed in accordance with ITD standards or requirements.
- There will be no water/sewer improvements.
- Project will not include irrigation or landscaping. Services of a licensed landscape architect will not be required.
- Contractor will be required to prepare and implement a Storm Water Pollution Prevention Plan (SWPPP), prepare traffic control plans, and secure associated permits.

Deliverables:

- 75% design submittal, including one PDF submittal (prepared in 22"x34" reviewed in 11"x17").
- 100% stamped design package, including one PDF submittal (prepared in 22"x34" reviewed in 11"x17") and two 11"x17" paper copies.
- Opinion of probable cost.

ADD the following scope of work for Task 6: ITD Grant Application:

TASK 6: ITD Grant Application Support

Consultant Responsibilities:

6.1. ITD Grant. With assistance and input from Owner prepare and submit one ITD Strategic Initiative Grant Application for the 12th/Substation intersection signal prior September 1, 2023 deadline.

Owner Responsibilities:

- Secure letters of support and provide to Consultant at least one week prior to application deadline.
- Provide input on grant application narrative.
- Sign the application packet.

Assumptions:

- Consultant will be compensated for additional services for Owner-requested out of scope items and for rework triggered by Owner-requested changes to previously agreed upon design criteria and concepts.

Deliverables:

- ITD Strategic Initiative Grant Application packet (PDF).

ADD the following scope of work for Task 6: ITD Grant Application:**TASK 7: RIGHT OF WAY SUPPORT***Consultant Responsibilities:*

- 7.1. ROW Support. Prepare parcel description and exhibits for Owner's use in acquisition process. Descriptions and exhibits will also include remaining parcel information.
- 7.2. Request title reports. Purchase title reports for 3 properties from a Title Company.
- 7.3. Property Staking. Stake new property corners for three parcels to assist in Owner negotiations.
- 7.4. Record of Survey. After acquisition of right of way by the Owner, perform a Record of Survey for right of way delineation and set property corner monumentation for the parcels.

Owner Responsibilities:

- City to reimburse Keller for the cost of the reports.
- Right-of-way (ROW) negotiation, appraisals, and acquisition.
- Pay for all recording fees.
- Assistance as needed to obtain title reports including current parcel ownership information.

Assumptions:

- Right of way support will be completed for up to three parcels. Support for additional parcels can be provided as an additional service.

Deliverables:

- Stamped legal descriptions and exhibits for up to three parcels.
- Post acquisition record of survey
- Title reports

Compensation Summary:

As compensation for services to be performed by Consultant, the Owner will pay Consultant as described in the following table. The total authorized budget amount shall not be exceeded without written authorization from the Owner. For time and materials tasks, compensation will be according to the Consultant's standard billing rates updated semi-annually in January and July. Lump sum amounts shall include all costs for direct labor, indirect labor, overhead, reimbursable expenses, equipment, travel, per diem, and fixed fees.

Task	Billing Basis	Original Agreement	This Amendment	Total
<i>Task 1: Project Management</i>	<i>LS</i>	<i>\$2,590</i>	<i>\$6,700</i>	<i>\$9,290</i>
<i>Task 2: Data Collection</i>	<i>LS</i>	<i>\$1,510</i>	<i>\$0</i>	<i>\$1,510</i>
<i>Task 3: Intersection Study</i>	<i>LS</i>	<i>\$21,460</i>	<i>\$0</i>	<i>\$21,460</i>
<i>Task 4: Final Design</i>	<i>LS</i>	<i>\$0</i>	<i>\$122,000</i>	<i>\$122,000</i>
<i>Task 5: Construction Support (Future)</i>	<i>TBD</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
<i>Task 6: ITD Grant Application</i>	<i>T&M</i>	<i>\$0</i>	<i>\$3,000</i>	<i>\$3,000</i>
<i>Task 7: Right of Way Support</i>	<i>T&M</i>	<i>\$0</i>	<i>\$24,100</i>	<i>\$24,100</i>
<i>Reimbursement Expenses for Title Reports</i>	<i>Cost</i>	<i>\$0</i>	<i>\$1,500</i>	<i>\$1,500</i>
Total		\$25,560	\$157,300	\$182,860

LS = Lump Sum, TBD = To Be Determined, T&M = Time and Materials, Cost = At Cost

Schedule:

Task 4 is anticipated to be completed within 5 months of authorization to proceed.

All provisions of the Agreement not modified by this or previous amendments remain in effect. In witness thereof, the parties hereto have executed or caused to be executed by their duly authorized officials this Amendment to the Agreement on the respective dates indicated below.

OWNER: CITY OF EMMETT

CONSULTANT: KELLER ASSOCIATES, INC.

Signature: _____

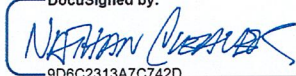
Name: _____

Title: _____

Address: 501 E. Main Street
Emmett, Idaho 83617

Telephone: 208-365-6050

Date: _____

DocuSigned by:

9D6C2313A7C742D

Signature: _____

Name: Nathan Cleaver

Title: Principal

Address: 100 East Bower Street, Suite 110
Meridian, ID 83642

Telephone: (208) 288-1992

Date: 8/7/2023



*Office of the City Clerk
501 E. Main Street
Emmett, ID 83617
208-365-6050*

August 8, 2023

Mayor, City Council

I request a MOTION to approve Tentative Budget for Fiscal Year 2023-2024 and direct it be published for a Public Hearing to be held by Special Meeting on Tuesday, August 29, 2023.

Thank you,

Lyleen Jerome

City Clerk/Treasurer/HR

City of Emmett 208-365-6050 opt#3

e-mail: ljerome@cityofemmett.org



		PROPOSED REVENUES 2023-2024				
		TENTATIVE BUDGET				
01 GENERAL FUND		2022 Received	2022-23 Budget	2023-24 Proposed	Change	% Change
301000	USEABLE FUND BALANCE	\$ -	\$ -	\$ 142,300	\$ 142,300	#DIV/0!
310000	PROPERTY TAX	\$ 1,670,557	\$ 1,761,462	\$ 1,878,094	\$ 116,632	7%
310001	PROPERTY TAX ALLOWANCE	\$ -	\$ (52,844)	\$ (56,342)	\$ (3,498)	7%
319000	PENALTY & INTEREST (Prop Tax)	\$ 11,872	\$ 10,000	\$ 10,000	\$ -	0%
321000	MISC LICENSES	\$ 3,915	\$ 4,000	\$ 4,000	\$ -	0%
321011	BEER LICENSES	\$ 3,300	\$ 4,500	\$ 4,000	\$ (500)	-11%
321012	LIQUOR LICENSES	\$ 4,138	\$ 4,500	\$ 4,000	\$ (500)	-11%
321013	WINE LICENSES	\$ 2,800	\$ 3,000	\$ 4,000	\$ 1,000	33%
321015	BARTENDERS LICENSES	\$ 1,320	\$ 1,000	\$ 1,500	\$ 500	50%
321051	POLICE SERV (CHERRY FEST)	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0%
	SPECIAL EVENT PERMITS	\$ -	\$ -	\$ 1,000	\$ 1,000	#DIV/0!
322011	BUILDING PERMITS	\$ 243,723	\$ 125,000	\$ 75,000	\$ (50,000)	-40%
322012	PLANNING & ZONING REVENUE	\$ 5,500	\$ 6,000	\$ 2,000	\$ (4,000)	-67%
322013	FIRE PERMITS/INSPECTIONS	\$ 240	\$ 500	\$ 500	\$ -	0%
322030	DOG LICENSES & FEES	\$ 4,405	\$ 7,000	\$ 5,000	\$ (2,000)	-29%
335010	STATE LIQUOR APPORTIONMENT	\$ 153,823	\$ 154,535	\$ 135,000	\$ (19,535)	-13%
335030	PROPERTY TAX REPLACEMENT	\$ 48,695	\$ 49,101	\$ 52,734	\$ 3,633	7%
335040	AG. EQUIP. TAX REPLACEMENT	\$ 1,043	\$ 1,043	\$ 1,043	\$ -	0%
335060	REVENUE SHARING / STATE	\$ 829,003	\$ 932,854	\$ 944,937	\$ 12,083	1%
338040	MAGISTRATE COURT	\$ 19,024	\$ 20,000	\$ 20,000	\$ -	0%
342015	SCHOOL RESOURCE OFFICER	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0%
342016	CITY RV PARK	\$ 67,043	\$ 40,000	\$ 30,000	\$ (10,000)	-25%
342020	MISC POLICE GRANTS	\$ 11,326	\$ 20,000	\$ 20,000	\$ -	0%
342022	PARK GRANTS	\$ 2,500	\$ 10,000	\$ 10,000	\$ -	0%
342023	IT SYSTEM GRANTS	\$ -	\$ 10,000	\$ 10,000	\$ -	0%
342024	FIRE DEPT GRANTS	\$ 24,040	\$ 10,000	\$ 10,000	\$ -	0%
342025	AIRPORT GRANTS	\$ 35,377	\$ -	\$ -	\$ -	#DIV/0!
349020	AIRPORT BUILDING RENTALS	\$ 22,242	\$ 17,000	\$ 17,000	\$ -	0%
349030	AIRPORT / PILOTS ASSOC	\$ -	\$ 1,000	\$ -	\$ (1,000)	-100%
349031	PILOTS ASSOC GAS TAX	\$ 201	\$ 100	\$ 100	\$ -	0%
361090	OTHER FINES & FEES	\$ 25	\$ 100	\$ 100	\$ -	0%
371000	INTEREST INCOME	\$ 17,639	\$ 7,000	\$ 50,000	\$ 43,000	614%
379000	MISCELLANEOUS	\$ 12,662	\$ 4,000	\$ 4,000	\$ -	0%
379030	POLICE FUNDRAISERS	\$ 3,198	\$ -	\$ -	\$ -	#DIV/0!
389020	P&Z GRANTS	\$ 50,000	\$ -	\$ -	\$ -	#DIV/0!
390000	FIRE DEPARTMENT REVENUE	\$ 46	\$ 5,000	\$ -	\$ (5,000)	-100%
399010	TRANSFER IN	\$ -	\$ -	\$ -	\$ -	
399010	From #25 to Building	\$ 78,216	\$ 8,500	\$ 8,500	\$ -	0%
399010	From #25 to IT	\$ -	\$ 57,439	\$ 21,093	\$ (36,346)	
399010	From #26 to IT	\$ -	\$ 51,826	\$ 12,430	\$ (39,396)	
	TOTAL GENERAL FUND	\$ 3,361,872	\$ 3,307,616	\$ 3,455,989	\$ 148,373	4%
	TOTAL GRANTS	\$ 37,866	\$ 40,000	\$ 40,000	\$ -	0%
	TOTAL RECOVERED EXP	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	TOTAL MINUS GRANTS	\$ 3,324,006	\$ 3,267,616	\$ 3,415,989	\$ 148,373	5%
02 ROADS & STREETS		2022 Received	2022-23 Budget	2023-24 Proposed	Change	% Change
301000	USEABLE FUND BALANCE	\$ -	\$ -	\$ -	\$ -	#DIV/0!
310000	PROPERTY TAX	\$ 84,064	\$ 88,357	\$ 94,208	\$ 5,851	7%
310001	PROPERTY TAX ALLOWANCE	\$ -	\$ (2,651)	\$ (2,826)	\$ (176)	7%
311000	COUNTY ROAD & BRIDGE TAX	\$ 58,698	\$ 45,200	\$ 45,200	\$ -	0%
311001	HOUSE BILL 312/362/354	\$ 216,364	\$ 143,497	\$ 318,864	\$ 175,367	122%
316011	GAS FRANCHISE	\$ 34,278	\$ 35,000	\$ 40,000	\$ 5,000	14%
316012	CABLE FRANCHISE	\$ 10,251	\$ 10,500	\$ 10,000	\$ (500)	-5%
316013	POWER FRANCHISE	\$ 53,574	\$ 51,000	\$ 52,000	\$ 1,000	2%
319000	PENALTY & INTEREST	\$ 571	\$ 300	\$ 500	\$ 200	67%
334020	PROJECTS	\$ 64,750	\$ -	\$ -	\$ -	#DIV/0!
335020	HIGHWAY USER FUNDS	\$ 312,849	\$ 287,936	\$ 276,538	\$ (11,398)	-4%
343030	STREET LIGHTS	\$ 54,093	\$ 52,200	\$ 54,000	\$ 1,800	3%
343050	MECHANIC SERVICES	\$ 416	\$ 5,000	\$ 5,000	\$ -	0%
343060	SIDEWALKS	\$ 662	\$ -	\$ -	\$ -	#DIV/0!
361020	FEES/PERMITS	\$ -	\$ -	\$ 1,000	\$ 1,000	#DIV/0!
371000	INTEREST INCOME	\$ -	\$ 200	\$ 20,000	\$ 19,800	9900%
379000	MISCELLANEOUS	\$ 15,057	\$ 4,000	\$ 4,000	\$ -	0%
389000	GRANTS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
399010	TRANSFER IN FROM #27	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0%
	TOTAL ROADS & STREETS	\$ 925,626	\$ 740,539	\$ 938,484	\$ 197,944	27%
	TOTAL GRANTS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	TOTAL LESS GRANTS	\$ 925,626	\$ 740,539	\$ 938,484	\$ 197,944	27%

03 LIBRARY						
		2022 Received	2023 Budget	2023-24 Proposed	Change	% Change
301000	USEABLE FUNDS	\$ -	\$ -	\$ -	\$ -	
310000	PROPERTY TAX	\$ 200,731	\$ 211,636	\$ 225,649	\$ 14,013	7%
310001	PROPERTY TAX ALLOWANCE	\$ -	\$ (6,349)	\$ (6,769)	\$ (420)	7%
319000	PENALTY & INTEREST	\$ 1,450	\$ 1,500	\$ 2,000	\$ 500	33%
334090	GRANTS	\$ 36,099	\$ 25,000	\$ 25,000	\$ -	0%
361020	FEES	\$ 11,723	\$ 10,500	\$ 11,000	\$ 500	5%
361030	FINES	\$ 3,856	\$ 7,000	\$ 7,000	\$ -	0%
371000	INTEREST INCOME	\$ 957	\$ 1,000	\$ 3,000	\$ 2,000	200%
376000	DONATIONS	\$ 26,381	\$ 29,000	\$ 29,586	\$ 586	2%
379000	MISCELLANEOUS	\$ 238	\$ 500	\$ 500	\$ -	0%
379010	COPIES	\$ 481	\$ 800	\$ 600	\$ (200)	-25%
399010	TRANSFER IN			\$ 7,500		
	TOTAL LIBRARY	\$ 281,917	\$ 280,587	\$ 305,066	\$ 24,479	8.72%
	TOTAL GRANTS	\$ 36,099	\$ 25,000	\$ 25,000	\$ -	0.00%
	TOTAL MINUS GRANTS	\$ 245,818	\$ 255,587	\$ 280,066	\$ 24,479	9.58%
	TOTAL DONATIONS&CARRYOVER	\$ 26,381	\$ 29,000	\$ 29,586	\$ 586	\$ 0
	TOTAL MINUS INT. & DONATIONS	\$ 219,436	\$ 226,587	\$ 250,480	\$ 23,893	10.54%
23 PERPETUAL CARE FUND						
		2022 Received	2023 Budget	2023-24 Proposed	Change	% Change
340000	PERPETUAL CARE	\$ 5,600	\$ 4,000	\$ 4,000	\$ -	0%
371000	INTEREST INCOME	\$ 423	\$ 200	\$ 1,000	\$ 800	400%
	TOTAL PERPETUAL CARE FUND	\$ 6,023	\$ 4,200	\$ 5,000	\$ 800	19%
24 CEMETERY FUND						
		2022 Received	2023 Budget	2023-24 Proposed	Change	% Change
310000	PROPERTY TAX	\$ 40,033	\$ 42,285	\$ 45,085	\$ 2,800	7%
310001	PROPERTY TAX ALLOWANCE	\$ -	\$ (1,269)	\$ (1,352)	\$ (83)	7%
319000	PENALTY AND INTEREST	\$ 320	\$ 200	\$ 200	\$ -	0%
354010	GRAVE LOT SALES	\$ 37,925	\$ 37,500	\$ 37,500	\$ -	0%
354020	GRAVE LOT OPEN & CLOSE	\$ 52,815	\$ 55,000	\$ 54,000	\$ (1,000)	-2%
371000	INTEREST INCOME	\$ 659	\$ 150	\$ 4,500	\$ 4,350	2900%
379000	MISCELLANEOUS	\$ 1,648	\$ 400	\$ 400	\$ -	0%
389000	GRANTS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	TOTAL CEMETERY FUND	\$ 133,400	\$ 134,266	\$ 140,333	\$ 6,067	5%
	TOTAL CEMETERY GRANT	\$ -	\$ -	\$ -	\$ -	
	TOTAL LESS GRANTS	\$ 133,400	\$ 134,266	\$ 140,333	\$ 6,067	5%

	2022 Received	2023 Budget	2023-24 Proposed	Change	% Change
25 WATER FUND					
301000 USEABLE FUND BALANCE	\$ -	\$ -	\$ -	\$ -	#DIV/0!
334090 GRANTS/BONDS	\$ -	\$ 25,000	\$ -	\$ (25,000)	-100.0%
346020 WATER COLLECTIONS	\$ 1,683,913	\$ 1,680,500	\$ 1,685,000	\$ 4,500	0.3%
346060 WATER METER INSTALLATIONS	\$ 507,608	\$ 235,500	\$ 225,000	\$ (10,500)	-4.5%
346070 FEES & FINES	\$ 59,420	\$ 65,000	\$ 60,000	\$ (5,000)	-7.7%
371000 INTEREST INCOME	\$ 22,777	\$ 10,000	\$ 70,000	\$ 60,000	600.0%
378000 OVER & SHORT	\$ 2	\$ 100	\$ 100	\$ -	0.0%
379000 MISCELLANEOUS	\$ 725	\$ 100	\$ 100	\$ -	0.0%
379020 RENT	\$ -	\$ 100	\$ 100	\$ -	0.0%
380000 BAD DEBT RECOVERY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
399000 SALE OF PROPERTY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
399010 TRANSFER IN	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL WATER	\$ 2,274,445	\$ 2,016,300	\$ 2,040,300	\$ 24,000	1.19%
TOTAL GRANTS	\$ -	\$ 25,000	\$ -	\$ (25,000)	
TOTAL MINUS GRANTS	\$ 2,274,445	\$ 1,991,300	\$ 2,040,300	\$ 49,000	2.46%
26 SEWER FUND					
301000 USEABLE FUND BALANCE	\$ -	\$ -	\$ -	\$ -	#DIV/0!
334090 GRANTS	\$ -	\$ 25,000	\$ 25,000	\$ -	0.0%
347010 SEWER COLLECTIONS	\$ 2,126,345	\$ 2,050,000	\$ 2,160,000	\$ 110,000	5.4%
347020 SEWER HOOKUPS	\$ 434,985	\$ 265,400	\$ 162,000	\$ (103,400)	-39.0%
347050 SEWER DUMPING FEES	\$ 77,586	\$ 60,000	\$ 55,000	\$ (5,000)	-8.3%
371000 INTEREST INCOME	\$ 26,752	\$ 10,000	\$ 80,000	\$ 70,000	700.0%
379000 MISCELLANEOUS	\$ 21,806	\$ 1,000	\$ 1,000	\$ -	0.0%
380000 BAD DEBT RECOVERY	\$ -	\$ 800	\$ 800	\$ -	0.0%
TOTAL SEWER	\$ 2,687,474	\$ 2,412,200	\$ 2,483,800	\$ 71,600	3.0%
TOTAL GRANTS	\$ -	\$ 25,000	\$ 25,000	\$ -	0.0%
TOTAL MINUS GRANTS	\$ 2,687,474	\$ 2,387,200	\$ 2,458,800	\$ 71,600	3.0%
27 SANITATION FUND					
345010 SANITATION COLLECTIONS	\$ 626,367	\$ 630,920	\$ 640,000	\$ 9,080	1.4%
345020 TRASH RECEPTACLE	\$ 97,025	\$ 85,300	\$ 88,000	\$ 2,700	3.2%
371000 INTEREST INCOME	\$ 613	\$ 300	\$ 2,000	\$ 1,700	566.7%
379000 MISCELLANEOUS	\$ -	\$ 50	\$ 50	\$ -	0.0%
TOTAL SANITATION	\$ 724,005	\$ 716,570	\$ 730,050	\$ 13,480	1.9%
28 UTILITY TECHNOLOGY FUND					
334090 GRANT REVENUE	\$ -	\$ -	\$ -	\$ -	
348010 IT COLLECTIONS	\$ 109,892	\$ 20,000	\$ 21,000	\$ 1,000	
348020 INTERNET SVS	\$ -	\$ -	\$ 900	\$ 900	
361020 FEES/PERMITS	\$ -	\$ -	\$ 5,000	\$ 5,000	
379000 MISCELLANEOUS	\$ 7,605	\$ 1,000	\$ 100	\$ (900)	
TOTAL UT FUND	\$ 117,497	\$ 21,000	\$ 27,000	\$ 6,000	
TOTAL UTILITY FUNDS	\$ 5,803,421	\$ 5,166,070	\$ 5,281,150	\$ 91,000	91.0%
32 GOV'T FUND PROJECTS					
365000 ARPA	\$ 763,677	\$ -	\$ -	\$ -	
TOTAL FUNDS	\$ 763,677	\$ -	\$ -	\$ -	
35 PROJECTS					
LATE COMERS FEES					
346000 WATER	\$ 35,500	\$ 2,500	\$ 2,500	\$ -	
347000 SEWER	\$ 40,825	\$ 2,800	\$ 3,000	\$ 200	3.8%
TOTAL LATECOMER FEES	\$ 76,325	\$ 5,300	\$ 5,500	\$ 200	3.8%
36 DEVELOPMENT ENGINEERING					
362000 Engineering Pre Pay	\$ 30,211	\$ 10,000	\$ 10,000	\$ -	
TOTAL DEVELOPMENT FEES	\$ 30,211	\$ 10,000	\$ 10,000	\$ -	
TOTAL ALL FUNDS	\$ 11,382,472	\$ 9,648,579	\$ 10,141,520	\$ 492,941	5.11%
TOTAL GRANTS	\$ 73,965	\$ 115,000	\$ 90,000	\$ -	
TOTAL BOND	\$ -	\$ -	\$ -	\$ -	

REVENUE

8/3/2023

TOTAL LESS GRANTS & BOND	\$ 11,308,507	\$ 9,533,579	\$ 10,051,520	\$ 517,941	5.43%
PROPERTY TAXES	\$ 1,995,385	\$ 2,103,740	\$ 2,243,036	\$ 139,296	6.62%
REVENUE SHARING/STATE	\$ 829,003	\$ 932,854	\$ 944,937	\$ 12,083	1.30%
NEW FISCAL YEAR ONLY					
REVENUE AND EXPENDITURES BY DEPARTMENT - CURRENT YEAR ONLY					
	REVENUE	EXPENDITURE	DIFFERENCE		
GENERAL FUND	\$ 3,455,989	\$ 3,455,989	\$ (0)	\$ -	
ROADS & STREETS	\$ 938,484	\$ 938,484	\$ 0	\$ -	
LIBRARY	\$ 305,066	\$ 305,066	\$ -	\$ -	
PERPETUAL CARE	\$ 5,000	\$ 5,000	\$ -	\$ -	
CEMETERY FUND	\$ 140,333	\$ 140,333	\$ -	\$ -	
WATER	\$ 2,040,300	\$ 2,040,300	\$ -	\$ -	
SEWER	\$ 2,483,800	\$ 2,483,800	\$ -	\$ -	
SANITATION	\$ 730,050	\$ 730,050	\$ 0	\$ -	
TECHNOLOGY UTILITY FUND	\$ 27,000	\$ 27,000	\$ -	\$ -	
ARTS COMMISSION	\$ -	\$ -	\$ -	\$ -	
LATECOMERS	\$ 5,500	\$ 5,500	\$ -	\$ -	
DEVELOPMENT	\$ 10,000	\$ 10,000	\$ -	\$ -	
TOTAL	\$ 10,141,522	\$ 10,141,522	\$ 0	\$ -	
PROPERTY TAXES BY DEPARTMENT	2022 Received	2023 Budget	2024 Proposed	Change	%change
GENERAL	\$ 1,670,557.03	\$ 1,761,462.00	\$ 1,878,094.00	\$ 116,632	6.62%
STREETS	\$ 84,064.02	\$ 88,357.00	\$ 94,208.00	\$ 5,851	6.62%
LIBRARY	\$ 200,731.04	\$ 211,636.00	\$ 225,649.00	\$ 14,013	6.62%
CEMETERY	\$ 40,033.04	\$ 42,285.00	\$ 45,085.00	\$ 2,800	6.62%
TOTAL	\$ 1,995,385.13	\$ 2,103,740.00	\$ 2,243,036.00	\$ 139,296	6.62%

PROPOSED BUDGET 2023-2024 EXPENSES

		TENTATIVE BUDGET						7/31/2023
		2022	2022-23	2023-24				%
		Expended	Budgeted	Proposed	Change			Change
GENERAL FUND 01								
COUNCIL								
411000								
100 SALARIES	\$	54,267	\$ 54,000	\$ 54,000	\$ -			0%
210 HEALTH & ACCIDENT INSURANCE		750	\$ 700	\$ 750	\$ 50			7%
220 MEDICARE	\$	783	\$ 783	\$ 783	\$ -			0%
221 SOCIAL SECURITY	\$	3,348	\$ 3,348	\$ 3,348	\$ -			0%
230 PERSI		5,374	6,448	6,037	\$ (411)			-6%
250 ALTERNATE PLAN		7,881	21,600	\$ 21,600	\$ -			0%
260 WORKERS COMPENSATION		100	100	\$ 200	\$ 100			100%
520 INSURANCE - LIABILITY		916	1,200	\$ 1,200	\$ -			0%
580 TRAVEL & MEETINGS	\$	-	\$ 100	\$ 100	\$ -			0%
581 EDUCATION & TRAINING	\$	90	\$ 500	\$ 600	\$ 100			20%
					\$ -			
TOTAL COUNCIL	\$	73,509	\$ 88,779	\$ 88,618	\$ (161)			0%
EXECUTIVE								
413000								
100 SALARIES	\$	27,121	\$ 27,000	\$ 27,000	\$ -			0%
210 HEALTH & ACCIDENT INSURANCE		164	125	\$ 175	\$ 50			40%
220 MEDICARE	\$	391	\$ 392	\$ 392	\$ -			0%
221 SOCIAL SECURITY	\$	1,674	\$ 1,674	\$ 1,674	\$ -			0%
230 PERSI		-	-	3,019	\$ 3,019			#DIV/0!
250 ALTERNATE PLAN		587	3,600	\$ 3,600	\$ -			0%
260 WORKERS COMPENSATION		50	50	\$ 100	\$ 50			100%
520 INSURANCE - LIABILITY		500	545	\$ 650	\$ 105			19%
572 DUES & SUBSCRIPTIONS			800	\$ 800	\$ -			0%
580 TRAVEL & MEETINGS	\$	-	\$ 280	\$ 250	\$ (30)			-11%
581 EDUCATION & TRAINING	\$	609	\$ 800	\$ 900	\$ 100			13%
610 OFFICE SUPPLIES		-\$1,834	600	\$ 600	\$ -			0%
					\$ -			
TOTAL EXECUTIVE	\$	29,263	\$ 35,866	\$ 39,160	\$ 3,295			
CITY CLERK & TREASURER								
		2022	2022-23	2023-24				%
		Spent	Budgeted	Proposed	Change			Change
415000								
100 SALARIES	\$	14,792	\$ 25,116	\$ 25,900	\$ 784			3%
105 SALARIES-ADMINISTRATIVE	\$	31,376	\$ 35,621	\$ 36,700	\$ 1,079			3%
180 SALARIES - PART TIME	\$	-	\$ 16,640	\$ 21,450	\$ 4,810			29%
210 HEALTH & LIFE INSURANCE	\$	6,574	\$ 8,260	\$ 8,800	\$ 540			7%
220 MEDICARE	\$	686	\$ 1,122	\$ 1,219	\$ 97			9%
221 SOCIAL SECURITY	\$	2,936	\$ 4,797	\$ 5,211	\$ 414			9%
230 PERSI		5,713	7,252	9,397	\$ 2,145			30%
260 WORKERS COMPENSATION	\$	400	\$ 600	\$ 600	\$ -			0%
265 UNEMPLOYMENT CLAIMS	\$	-	\$ -	\$ -				#DIV/0!
320 AUDITING	\$	9,600	\$ 14,000	\$ 15,500	\$ 1,500			11%
410 UTILITIES	\$	2,439	\$ 2,700	\$ 3,000	\$ 300			11%
423 JANITORIAL SERVICE/SUPPLIES	\$	3,235	\$ 4,000	\$ 4,000	\$ -			0%
430 MAINTENANCE - EQUIPMENT	\$	2,628	\$ 4,000	\$ 4,000	\$ -			0%
431 MAINTENANCE - BUILDINGS	\$	4,256	\$ 22,000	\$ 5,000	\$ (17,000)			-77%
460 RE-CODIFICATION	\$	723	\$ 2,500	\$ 3,000	\$ 500			20%
520 INSURANCE - LIABILITY	\$	1,664	\$ 1,960	\$ 2,200	\$ 240			12%
530 TELEPHONE	\$	1,174	\$ 1,100	\$ 1,225	\$ 125			11%
541 PUBLICATION AND RECORDING	\$	1,507	\$ 2,000	\$ 2,500	\$ 500			25%
572 DUES & SUBSCRIPTIONS	\$	16,167	\$ 20,000	\$ 20,000	\$ -			0%
581 EDUCATION & TRAINING	\$	700	\$ 2,500	\$ 2,500	\$ -			0%
582 COMMUNITY/EMPLOYEE EVENTS	\$	3,698	\$ 5,000	\$ 5,500	\$ 500			10%
610 OFFICE SUPPLIES	\$	3,435	\$ 6,000	\$ 6,000	\$ -			0%
611 POSTAGE	\$	1,532	\$ 1,500	\$ 1,625	\$ 125			8%
622 EQUIPMENT	\$	3,273	\$ 5,000	\$ 5,000	\$ -			0%
626 VEHICLE GAS/MAINTENANCE	\$	187	\$ 500	\$ 500	\$ -			0%
741 CAPITAL PROJECTS	\$	-	\$ 10,000	\$ 40,000	\$ 30,000			300%
815 MISCELLANEOUS	\$	847	\$ 1,346	\$ 1,000	\$ (346)			-26%
TOTAL CITY CLERK & TREASURER	\$	119,541	\$ 205,514	\$ 231,827	\$ 26,312			13%
490000								
820 TRANSFER TO #03				\$ 7,500	\$ 7,500			
TOTAL CITY CLERK & TREAS	\$	119,541	\$ 205,514	\$ 239,327	\$ 33,812			16%
CITY ATTORNEY								
		2022	2022-23	2023-24				%
		Spent	Budgeted	Proposed	Change			Change
416000								
322 PROSECUTION CONTRACT	\$	43,325	\$ 43,325	\$ 43,325	\$ -			0%
325 LEGAL FEES	\$	36,720	\$ 38,500	\$ 39,600	\$ 1,100			3%
					\$ -			#DIV/0!

	2022	2022-23	2023-24	Change	%
	Spent	Budgeted	Proposed	Change	Change
TOTAL CITY ATTORNEY	\$ 80,045	\$ 81,825	\$ 82,925	\$ 1,100	1%
PLANNING & ZONING					
417000					
100 SALARIES	\$ -	\$ 70,000	\$ 36,500	\$ (33,500)	-48%
110 SALARIES/Clerical	\$ 11,342	\$ -	\$ -	\$ -	#DIV/0!
210 HEALTH & LIFE INSURANCE	\$ 5,461	\$ 8,260	\$ 22,600	\$ 14,340	174%
220 MEDICARE	\$ 148	\$ 1,015	\$ 529	\$ (486)	-48%
221 SOCIAL SECURITY	\$ 632	\$ 4,340	\$ 2,263	\$ (2,077)	-48%
230 PERSI	\$ 1,354	\$ 8,358	\$ 4,081	\$ (4,277)	-51%
265 UNEMPLOYMENT CLAIMS	\$ -	\$ -	\$ -	\$ -	
330 MAPPING AND SURVEYS	\$ 93,668	\$ 1,000	\$ 1,000	\$ -	0%
541 PUBLICATION AND RECORDING	\$ 3,224	\$ 2,000	\$ 2,000	\$ -	0%
572 DUES/SUBSCRIPTIONS	\$ -	\$ 500	\$ 500	\$ -	0%
581 EDUCATION AND TRAINING	\$ 387	\$ 2,000	\$ 1,000	\$ (1,000)	-50%
610 OFFICE SUPPLIES	\$ 1,840	\$ 1,000	\$ 1,000	\$ -	0%
741 CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -	
TOTAL PLANNING & ZONING	\$ 118,055	\$ 98,473	\$ 71,473	\$ (27,000)	-27%
POLICE DEPARTMENT					
421000					
100 SALARIES	\$ 567,332	\$ 670,570	\$ 700,500	\$ 29,930	4%
105 SALARIES - ADMINISTRATIVE	\$ 76,202	\$ 83,448	\$ 86,000	\$ 2,552	3%
110 SALARIES - CLERICAL	\$ 42,076	\$ 42,501	\$ 43,800	\$ 1,299	3%
160 SALARIES - OVERTIME	\$ 35,441	\$ 10,000	\$ 12,000	\$ 2,000	20%
161 GRANT OVERTIME	\$ 10,670	\$ 10,500	\$ 10,500	\$ -	0%
180 SALARIES - PART TIME	\$ 25,588	\$ 35,880	\$ 41,700	\$ 5,820	16%
210 HEALTH & ACCIDENT INSURANCE	\$ 166,155	\$ 208,392	\$ 250,000	\$ 41,608	20%
220 MEDICARE	\$ 10,953	\$ 12,367	\$ 12,970	\$ 603	5%
221 SOCIAL SECURITY	\$ 46,833	\$ 52,880	\$ 55,459	\$ 2,579	5%
230 PERSI	\$ 93,115	\$ 100,330	\$ 113,081	\$ 12,751	13%
260 WORKERS COMPENSATION	\$ 21,000	\$ 23,000	\$ 23,000	\$ -	0%
265 UNEMPLOYMENT CLAIMS	\$ -	\$ -	\$ -	\$ -	
324 ANIMAL CONTROL	\$ 9,438	\$ 12,300	\$ 12,300	\$ -	0%
331 DISPATCH	\$ 44,110	\$ 73,066	\$ 39,460	\$ (33,606)	-46%
335 ILETS	\$ 4,375	\$ 6,500	\$ 19,000	\$ 12,500	192%
351 GRANT EXPENDITURE	\$ 4,028	\$ 20,000	\$ 20,000	\$ -	0%
410 UTILITIES	\$ 2,439	\$ 2,500	\$ 3,000	\$ 500	20%
423 JANITORIAL SERVICE/SUPPLIES	\$ 2,482	\$ 2,800	\$ 2,800	\$ -	0%
430 MAINTENANCE - EQUIPMENT	\$ 4,317	\$ 5,200	\$ 5,200	\$ -	0%
431 MAINTENANCE - BUILDING	\$ 1,678	\$ 3,000	\$ 3,000	\$ -	0%
432 MAINTENANCE - VEHICLES	\$ 5,205	\$ 10,500	\$ 10,500	\$ -	0%
520 INSURANCE - LIABILITY	\$ 19,128	\$ 20,511	\$ 25,000	\$ 4,489	22%
530 TELEPHONE	\$ 14,730	\$ 14,000	\$ 14,000	\$ -	0%
572 DUES & SUBSCRIPTIONS	\$ 4,617	\$ 20,000	\$ 20,000	\$ -	0%
581 EDUCATION & TRAINING	\$ 6,843	\$ 9,000	\$ 9,000	\$ -	0%
583 DRUG TEST/POLYGRAPH/MEDICAL	\$ 3,331	\$ 2,400	\$ 2,400	\$ -	0%
610 OFFICE SUPPLIES	\$ 1,076	\$ 2,000	\$ 2,000	\$ -	0%
614 POLICE FUND RAISING	\$ 998	\$ -	\$ -	\$ -	#DIV/0!
620 CLOTHING ALLOWANCE	\$ 8,896	\$ 8,000	\$ 7,600	\$ (400)	-5%
626 VEHICLES - GAS	\$ 32,824	\$ 55,000	\$ 38,000	\$ (17,000)	-31%
660 EQUIPMENT	\$ 19,700	\$ 30,000	\$ 30,000	\$ -	0%
741 CAPITAL PROJECTS	\$ 36,383	\$ 55,000	\$ 10,000	\$ (45,000)	-82%
742 VEHICLES - CAPITALIZED	\$ 49,524	\$ 53,801	\$ 80,000	\$ 26,199	49%
815 MISCELLANEOUS	\$ 1,781	\$ 2,500	\$ 2,350	\$ (150)	-6%
TOTAL POLICE	\$ 1,373,268	\$ 1,657,946	\$ 1,704,620	\$ 46,674	3%
TOTAL SALARIES GRANT	\$ 14,698	\$ 30,500	\$ 30,500	\$ -	0%
TOTAL LESS GRANTS	\$ 1,358,570	\$ 1,627,446	\$ 1,674,120	\$ 46,674	3%
FIRE DEPARTMENT					
423000					
100 SALARIES	\$ -	\$ -	\$ 47,850	\$ 47,850	#DIV/0!
105 SALARIES-ADMINISTRATIVE	\$ 64,765	\$ 74,093	\$ 76,350	\$ 2,257	3%
170 SALARIES-FIREMEN	\$ 63,720	\$ 80,000	\$ 70,000	\$ (10,000)	-13%
180 SALARIES-PART TIME	\$ -	\$ 15,210	\$ -	\$ (15,210)	-100%
210 HEALTH & ACCIDENT INS	\$ 21,418	\$ 21,156	\$ 31,500	\$ 10,344	49%
220 MEDICARE	\$ 1,905	\$ 2,454	\$ 2,816	\$ 362	15%
221 SOCIAL SECURITY	\$ 8,146	\$ 10,497	\$ 12,040	\$ 1,543	15%
230 PERSI	\$ 8,262	\$ 9,099	\$ 16,469	\$ 7,370	81%
260 WORKERS COMPENSATION	\$ 4,000	\$ 5,000	\$ 5,000	\$ -	0%
265 UNEMPLOYMENT CLAIMS	\$ 739	\$ -	\$ -	\$ -	#DIV/0!
331 DISPATCH	\$ 1,365	\$ 1,500	\$ 1,000	\$ (500)	-33%
351 GRANT EXPENSE	\$ 31,997	\$ 10,000	\$ 10,000	\$ -	0%
410 UTILITIES	\$ 4,621	\$ 3,500	\$ 5,200	\$ 1,700	49%
430 MAINTENANCE - EQUIP	\$ 10,605	\$ 20,000	\$ 20,000	\$ -	0%
431 MAINTENANCE - BLDG	\$ 1,503	\$ 2,500	\$ 2,500	\$ -	0%

520 INSURANCE - LIABILITY	\$ 4,156	\$ 5,000	\$ 5,400	\$ 400	8%
530 TELEPHONE	\$ 2,475	\$ 3,500	\$ 3,000	\$ (500)	-14%
572 DUES & SUBSCRIPTIONS	\$ 4,268	\$ 4,000	\$ 7,000	\$ 3,000	75%
581 EDUCATION/TRAINING	\$ 7,960	\$ 8,000	\$ 6,000	\$ (2,000)	-25%
583 DRUG TEXT/POLY/MED	\$ 165	\$ 500	\$ 500	\$ -	0%
610 OFFICE SUPPLIES	\$ 427	\$ 1,700	\$ 1,700	\$ -	0%
626 VEHICLE-GAS	\$ 5,132	\$ 7,500	\$ 6,000	\$ (1,500)	-20%
660 EQUIPMENT	\$ 19,762	\$ 22,000	\$ 22,000	\$ -	0%
741 CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -	
815 MISCELLANEOUS	\$ 1,093	\$ 1,000	\$ 1,000	\$ -	
TOTAL FIRE DEPARTMENT	\$ 268,486	\$ 308,209	\$ 353,325	\$ 45,117	15%
TOTAL LESS GRANTS	\$ 31,997	\$ 10,000	\$ 10,000	\$ -	0%
	\$ 236,488	\$ 298,209	\$ 343,325	\$ 45,117	15%
	2022	2022-23	2023-24		%
	Spent	Budgeted	Proposed	Change	Change
BUILDING OFFICIAL					
424000					
105 SALARIES - ADMINISTRATIVE	\$ 75,894	\$ 86,990	\$ 89,600	\$ 2,610	3%
110 SALARIES-CLERICAL	\$ 12,266	\$ -	\$ -	\$ -	#DIV/0!
210 HEALTH & ACCIDENT INSURANCE	\$ 24,418	\$ 21,156	\$ 22,600	\$ 1,444	7%
220 MEDICARE	\$ 1,241	\$ 1,261	\$ 1,300	\$ 39	3%
221 SOCIAL SECURITY	\$ 5,305	\$ 5,393	\$ 5,555	\$ 162	3%
230 PERSI	\$ 10,786	\$ 10,387	\$ 10,017	\$ (369)	-4%
260 WORKERS COMPENSATION	\$ 400	\$ 1,500	\$ 1,000	\$ (500)	-33%
265 UNEMPLOYMENT CLAIMS	\$ -	\$ -	\$ -	\$ -	
432 MAINTENANCE-VEHICLES	\$ 305	\$ 500	\$ 500	\$ -	0%
520 INSURANCE-LIABILITY	\$ 2,162	\$ 2,400	\$ 2,800	\$ 400	17%
530 TELEPHONE	\$ 1,634	\$ 1,000	\$ 1,000	\$ -	0%
572 DUES & SUBSCRIPTIONS	\$ 1,493	\$ 2,500	\$ 2,500	\$ -	0%
581 EDUCATION & TRAINING	\$ 685	\$ 1,500	\$ 1,000	\$ (500)	-33%
610 OFFICE SUPPLIES	\$ 159	\$ 600	\$ 700	\$ 100	17%
626 VEHICLE-GAS	\$ 2,395	\$ 4,500	\$ 4,000	\$ (500)	-11%
654 BACKFLOW MANAGEMENT	\$ 400	\$ 8,500	\$ 8,500	\$ -	0%
741 CAPITAL PROJECTS	\$ 1,540	\$ 7,340	\$ 5,000	\$ (2,340)	-32%
815 MISCELLANEOUS	\$ 19,936	\$ 500	\$ 500	\$ -	0%
TOTAL BUILDING OFFICIAL	\$ 161,019	\$ 156,027	\$ 156,572	\$ 545	0%
AIRPORT					
437000					
105 SALARIES-ADMINISTRATIVE	\$ -	\$ -	\$ -	\$ -	#DIV/0!
210 HEALTH & ACCIDENT INS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
220 MEDICARE	\$ -	\$ -	\$ -	\$ -	#DIV/0!
221 SOCIAL SECURITY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
230 PERSI	\$ -	\$ -	\$ -	\$ -	#DIV/0!
260 WORKERS COMPENSATION	\$ -	\$ -	\$ -	\$ -	#DIV/0!
351 GRANT EXPENDITURE	\$ -	\$ -	\$ -	\$ -	#DIV/0!
410 UTILITIES	\$ 389	\$ 3,090	\$ 3,090	\$ -	0%
430 MAINTENANCE-EQUIPMENT	\$ 824	\$ 1,575	\$ 1,575	\$ -	0%
431 MAINTENANCE-BUILDINGS	\$ 162	\$ 1,250	\$ 1,250	\$ -	0%
434 MAINTENANCE PILOTS	\$ 73	\$ 400	\$ 400	\$ -	0%
442 MAINTENANCE-AIRPORT	\$ 11,787	\$ 13,306	\$ 13,306	\$ -	0%
520 INSURANCE-LIABILITY	\$ 332	\$ 360	\$ 360	\$ -	0%
741 CAPITAL PROJECTS	\$ 36,495	\$ 4,250	\$ 10,300	\$ 6,050	142%
TOTAL AIRPORT	\$ 50,061	\$ 24,231	\$ 30,281	\$ 6,050	25%
TOTAL GRANTS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL LESS GRANTS	\$ 50,061	\$ 24,231	\$ 30,281	\$ 6,050	25%
	2022	2022-23	2023-24		%
	Spent	Budgeted	Proposed	Change	Change
PARKS					
100 SALARIES	\$ 55,123	\$ 62,600	\$ 85,500	\$ 22,900	37%
105 SALARIES-ADMINISTRATIVE	\$ -	\$ -	\$ -	\$ -	#DIV/0!
180 SALARIES- PART TIME	\$ -	\$ -	\$ -	\$ -	#DIV/0!
210 HEALTH & ACCIDENT INSURANCE	\$ 11,296	\$ 12,420	\$ 31,500	\$ 19,080	154%
220 MEDICARE	\$ 823	\$ 908	\$ 1,240	\$ 332	37%
221 SOCIAL SECURITY	\$ 3,518	\$ 3,881	\$ 5,301	\$ 1,420	37%
230 PERSI	\$ 6,831	\$ 7,474	\$ 9,559	\$ 2,084	28%
260 WORKERS COMPENSATION	\$ 1,100	\$ 2,900	\$ 2,500	\$ (400)	-14%
265 UNEMPLOYMENT CLAIMS	\$ -	\$ -	\$ -	\$ -	
351 GRANT EXPENDITURE	\$ -	\$ -	\$ -	\$ -	#DIV/0!
410 UTILITIES	\$ 13,780	\$ 13,000	\$ 14,000	\$ 1,000	8%
424 WEED CONTROL	\$ 6,804	\$ 7,600	\$ 7,600	\$ -	0%
430 MAINTENANCE-EQUIPMENT	\$ 15,934	\$ 22,500	\$ 17,500	\$ (5,000)	-22%
431 MAINTENANCE-BUILDINGS	\$ 12,539	\$ 10,500	\$ 12,500	\$ 2,000	19%
438 MAINTENANCE-TREES/PARK	\$ 3,900	\$ 6,000	\$ 6,000	\$ -	0%
520 INSURANCE-LIABILITY	\$ 1,912	\$ 2,500	\$ 2,500	\$ -	0%
530 TELEPHONE	\$ 471	\$ 500	\$ 1,000	\$ 500	100%

581 EDUCATION/TRAINING	\$ -	\$ 1,000	\$ 500	\$ (500)	-50%
583 DRUGTEST/POLY/MED	\$ -	\$ 100	\$ 100	\$ -	0%
620 CLOTHING ALLOWANCE	\$ 152	\$ 500	\$ 500	\$ -	0%
626 VEHICLE-GAS	\$ 1,960	\$ 2,600	\$ 3,500	\$ 900	35%
741 CAPITAL PROJECTS	\$ 4,819	\$ 52,000	\$ 52,000	\$ -	0%
815 MISCELLANEOUS	\$ 124	\$ 100	\$ 100	\$ -	0%
901 LANDFILL SPECIAL ASSESSMENT	\$ -	\$ 1,250	\$ 1,250	\$ -	0%
TOTAL PARKS	\$ 141,086	\$ 210,333	\$ 254,650	\$ 44,316	21%
TOTAL GRANTS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL LESS GRANTS	\$ 141,086	\$ 210,333	\$ 254,650	\$ 44,316	21%

	2022	2022-23	2023-24		%
	Spent	Budgeted	Proposed	Change	Change

SYSTEMS ADMINISTRATION

440000

100 SALARIES	\$ 85,780	\$ 99,140	\$ 119,000	\$ 19,860	20%
105 SALARIES-ADMINISTRATIVE	\$ 86,263	\$ 95,000	\$ 97,900	\$ 2,900	3%
180 SALARIES - PART TIME	\$ -	\$ -	\$ -	\$ -	#DIV/0!
210 HEALTH & ACCIDENT INSURANCE	\$ 38,785	\$ 37,716	\$ 58,100	\$ 20,384	54%
220 MEDICARE	\$ 2,489	\$ 2,815	\$ 3,145	\$ 330	12%
221 SOCIAL SECURITY	\$ 10,644	\$ 12,037	\$ 13,448	\$ 1,411	12%
230 PERSI	\$ 21,352	\$ 23,180	\$ 24,249	\$ 1,069	5%
260 WORKERS COMPENSATION	\$ 400	\$ 1,500	\$ 1,000	\$ (500)	-33%
265 UNEMPLOYMENT CLAIMS	\$ -	\$ -	\$ -	\$ -	
351 GRANT EXPENDITURE	\$ -	\$ -	\$ -	\$ -	#DIV/0!
431 BUILDING MAINTENANCE	\$ 433	\$ 1,000	\$ 1,000	\$ -	0%
432 MAINTENANCE-VEHICLES	\$ 945	\$ 2,000	\$ 2,000	\$ -	0%
520 INSURANCE-LIABILITY	\$ 2,080	\$ 2,275	\$ 2,696	\$ 421	19%
530 TELEPHONE	\$ 12,366	\$ 12,000	\$ 14,000	\$ 2,000	17%
572 DUES & SUBSCRIPTIONS	\$ 31,865	\$ 34,750	\$ 33,000	\$ (1,750)	-5%
581 EDUCATION & TRAINING	\$ 1,060	\$ 500	\$ 500	\$ -	0%
610 OFFICE SUPPLIES	\$ 374	\$ 500	\$ 500	\$ -	0%
626 VEHICLE-GAS	\$ 3,433	\$ 4,000	\$ 5,000	\$ 1,000	25%
660 EQUIPMENT	\$ 42,312	\$ 42,000	\$ 42,000	\$ -	0%
741 CAPITAL PROJECTS	\$ -	\$ 70,000	\$ 25,000	\$ (45,000)	-64%

\$ -

TOTAL SYSTEMS ADMINISTRATION	\$ 340,582	\$ 440,413	\$ 442,538	\$ 2,125	0%
TOTAL GRANTS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL LESS GRANTS	\$ 340,582	\$ 440,413	\$ 442,538	\$ 2,125	0%

	2022	2022-23	2023-24		%
	Expended	Budgeted	Proposed	Change	Change

\$ - \$ - \$ -

TOTAL GENERAL FUND ACCTS	\$ 2,754,914	\$ 3,307,616	\$ 3,455,989	\$ 148,374	4%
TOTAL GRANTS	\$ 46,695	\$ 40,500	\$ 48,000	\$ 7,500	19%
TOTAL LESS GRANTS	\$ 2,708,219	\$ 3,267,116	\$ 3,407,989	\$ 140,874	4%

	2022-23		2022-24	
	Budgeted	% GL Budget	Proposed	% GL Budget
COUNCIL	\$ 88,779	2.72%	\$ 88,618	2.60%
EXECUTIVE	\$ 35,866	1.10%	\$ 39,160	1.15%
CITY CLERK & TREASURER	\$ 205,514	6.29%	\$ 231,827	6.80%
CITY ATTORNEY	\$ 81,825	2.50%	\$ 82,925	2.43%
PLANNING & ZONING	\$ 98,473	3.01%	\$ 71,473	2.10%
POLICE	\$ 1,657,946	50.75%	\$ 1,704,620	50.02%
FIRE	\$ 308,209	9.43%	\$ 353,325	10.37%
BUILDING OFFICIAL	\$ 156,027	4.78%	\$ 156,572	4.59%
AIRPORT	\$ 24,231	0.01%	\$ 30,281	0.89%
PARKS	\$ 210,333	6.44%	\$ 254,650	7.47%
IT DEPT	\$ 440,413	13.48%	\$ 442,538	12.99%

****TOTALS DO NOT INCLUDE GRANTS***

	2022	2022-23	2023-24		%
	Spent	Budgeted	Proposed	Change	Change

ROADS & STREETS FUND 02

431000

100 SALARIES	\$ 120,581	\$ 134,665	\$ 142,600	\$ 7,935	6%
105 SALARIES-ADMINISTRATIVE	\$ -	\$ -	\$ -	\$ -	
160 SALARIES-OVERTIME	\$ -	\$ -	\$ -	\$ -	#DIV/0!
210 HEALTH & ACCIDENT INSURANCE	\$ 38,555	\$ 47,016	\$ 36,400	\$ (10,616)	-23%
220 MEDICARE	\$ 1,756	\$ 1,953	\$ 2,068	\$ 115	6%
221 SOCIAL SECURITY	\$ 7,509	\$ 8,349	\$ 8,841	\$ 492	6%
230 PERSI	\$ 14,942	\$ 16,079	\$ 15,943	\$ (136)	-1%
260 WORKERS COMPENSATION	\$ 2,300	\$ 8,500	\$ 5,000	\$ (3,500)	-41%
265 UNEMPLOYMENT CLAIMS	\$ -	\$ -	\$ -	\$ -	
351 GRANT EXPENSE	\$ -	\$ -	\$ -	\$ -	
375 ENGINEERING	\$ 1,461	\$ 10,000	\$ 10,000	\$ -	0%

411 STREET LIGHTING	\$ 51,385	\$ 50,000	\$ 54,000	\$ 4,000	8%
424 WEED CONTROL	\$ 10,551	\$ 6,500	\$ 6,500	\$ -	0%
430 MAINTENANCE-EQUIPMENT	\$ 37,545	\$ 63,387	\$ 63,500	\$ 113	0%
441 MAINTENANCE-ROADS/SIDEWALKS	\$ 22,434	\$ 20,236	\$ 20,250	\$ 14	0%
520 INSURANCE-LIABILITY	\$ 4,158	\$ 5,000	\$ 5,000	\$ -	0%
530 TELEPHONE	\$ 672	\$ 1,500	\$ 1,500	\$ -	0%
572 DUES & SUBSCRIPTIONS	\$ 3,704	\$ 2,000	\$ 3,800	\$ 1,800	90%
581 EDUCATION/TRAINING	\$ 1,081	\$ 1,500	\$ 1,500	\$ -	0%
583 DRUG TEXT/POLY/MED	\$ 120	\$ 600	\$ 600	\$ -	0%
620 CLOTHING ALLOWANCE	\$ 1,568	\$ 1,500	\$ 1,500	\$ -	0%
626 VEHICLE GAS	\$ 24,499	\$ 25,000	\$ 26,500	\$ 1,500	6%
644 STREET IMPROVEMENTS	\$ 200,196	\$ 330,754	\$ 526,982	\$ 196,228	59%
648 ADA COMPLIANCE	\$ -	\$ 6,000	\$ 6,000	\$ -	0%
740 EQUIPMENT - CAPITALIZED	\$ -	\$ -	\$ -	\$ -	#DIV/0!
741 CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
810 BAD DEPT	\$ -	\$ -	\$ -	\$ -	#DIV/0!
815 MISCELLANEOUS	\$ (731)	\$ -	\$ -	\$ -	#DIV/0!

TOTAL ROADS & STREETS	\$ 544,286	\$ 740,539	\$ 938,484	\$ 197,944	27%
TOTAL GRANTS				\$ -	#DIV/0!
TOTAL MINUS GRANTS	\$ 544,286	\$ 740,539	\$ 938,484	\$ 197,944	27%

	2022 Spent	2022-23 Budgeted	2023-24 Proposed	Change	% Change
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LIBRARY FUND 03

461000

100 SALARIES	\$ 24,554	\$ 31,470	\$ 31,600	\$ 130	0%
105 SALARIES-ADMINISTRATIVE	\$ 43,292	\$ 47,675	\$ 53,560	\$ 5,885	12%
180 SALARIES-PART TIME	\$ 37,024	\$ 47,775	\$ 61,800	\$ 14,025	29%
210 HEALTH & ACCIDENT INSURANCE	\$ 15,320	\$ 16,560	\$ 17,600	\$ 1,040	6%
220 MEDICARE	\$ 1,557	\$ 1,840	\$ 2,131	\$ 291	16%
221 SOCIAL SECURITY	\$ 6,657	\$ 7,869	\$ 9,112	\$ 1,242	16%
230 PERSI	\$ 8,507	\$ 9,450	\$ 9,521	\$ 71	1%
260 WORKERS COMPENSATION	\$ 470	\$ 625	\$ 700	\$ 75	12%
265 UNEMPLOYMENT CLAIMS	\$ -	\$ -	\$ -	\$ -	
351 GRANT EXPENDITURE	\$ 32,349	\$ 24,000	\$ 25,000	\$ 1,000	4%
360 PROGRAMS	\$ 1,261	\$ 3,500	\$ 5,000	\$ 1,500	43%
380 CONTRACT LABOR/SERVICES	\$ 35,222	\$ 30,740	\$ 21,578	\$ (9,162)	-30%
386 COURIER SERVICE	\$ -	\$ -	\$ 3,000	\$ 3,000	#DIV/0!
387 AUTOMATION CONNECTION	\$ 2,082	\$ 1,000	\$ 1,200	\$ 200	20%
410 UTILITIES	\$ 6,931	\$ 8,000	\$ 8,950	\$ 950	12%
423 JANITORIAL	\$ 992	\$ 1,400	\$ 1,400	\$ -	0%
430 MAINTENANCE-EQUIPMENT	\$ 897	\$ 900	\$ 900	\$ -	0%
431 MAINTENANCE-BUILDINGS	\$ 16,432	\$ 4,800	\$ 5,000	\$ 200	4%
520 INSURANCE-LIABILITY	\$ 3,908	\$ 4,400	\$ 5,100	\$ 700	16%
572 DUES & SUBSCRIPTIONS	\$ 9,548	\$ 13,000	\$ 15,000	\$ 2,000	15%
581 EDUCATION & TRAINING	\$ -	\$ 1,200	\$ 1,200	\$ -	0%
610 OFFICE SUPPLIES	\$ 1,329	\$ 1,200	\$ 1,400	\$ 200	17%
611 POSTAGE - BOOKS	\$ 1,566	\$ 1,200	\$ 1,600	\$ 400	33%
632 DONATIONS-EXPENDITURES	\$ 20,815	\$ 10,485	\$ 11,450	\$ 965	9%
633 BOOK DONATIONS	\$ 11,154	\$ 11,000	\$ 11,000	\$ -	0%
614 FUND RAISING	\$ -	\$ 200	\$ 200	\$ -	0%
741 CAPITAL PROJECTS					
815 MISCELLANEOUS	\$ 163	\$ 298	\$ 64	\$ (234)	-79%

TOTAL LIBRARY FUND	\$ 282,028	\$ 280,587	\$ 305,066	\$ 24,479	9%
TOTAL GRANTS	\$ 32,349	\$ 24,000	\$ 25,000	\$ 1,000	4%
TOTAL MINUS GRANTS	\$ 249,680	\$ 256,587	\$ 280,066	\$ 23,479	9%
TOTAL DEDICATED & DONATED	\$ 31,969	\$ 21,485	\$ 22,450	\$ 965	4%
TOTAL MINUS DEDICATED & DONATED	\$ 217,711	\$ 235,102	\$ 257,616	\$ 22,514	10%

PERPETUAL CARE FUND 23

441000

480 PERPETUAL CARE FEES	\$ -	\$ 4,200	\$ 5,000	\$ 800	#DIV/0!
TOTAL PERPETUAL CARE		\$ 4,200	\$ 5,000	\$ 800	19%

	2022 Expended	2022-23 Budgeted	2023-24 Proposed	Change	% Change
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CEMETERY FUND 24

442000

100 SALARIES	\$ 55,751	\$ 62,600	\$ 68,800	\$ 6,200	10%
210 HEALTH & ACCIDENT INSURANCE	\$ 11,272	\$ 12,420	\$ 20,100	\$ 7,680	62%
220 MEDICARE	\$ 823	\$ 908	\$ 998	\$ 90	10%
221 SOCIAL SECURITY	\$ 3,518	\$ 3,881	\$ 4,266	\$ 385	10%
230 PERSI	\$ 12,197	\$ 7,474	\$ 7,692	\$ 218	3%
231 GASB	\$ -	\$ -	\$ -	\$ -	
260 WORKER'S COMPENSATION	\$ 2,200	\$ 3,500	\$ 2,500	\$ (1,000)	-29%
265 UNEMPLOYMENT CLAIMS	\$ -	\$ -	\$ -	\$ -	
351 GRANT EXPENDITURE	\$ -	\$ -	\$ -	\$ -	#DIV/0!
410 UTILITIES	\$ 5,833	\$ 6,400	\$ 6,400	\$ -	0%

424 WEED CONTROL	\$ 3,431	\$ 4,500	\$ 4,500	\$ -	0%
430 MAINTENANCE - EQUIPMENT	\$ 6,813	\$ 7,500	\$ 7,500	\$ -	0%
431 MAINTENANCE - BUILDINGS	\$ 8,926	\$ 8,000	\$ 6,677	\$ (1,323)	-17%
520 INSURANCE LIABILITY	\$ 1,246	\$ 1,500	\$ 1,500	\$ -	0%
530 TELEPHONE	\$ 550	\$ 600	\$ 600	\$ -	0%
572 DUES & SUBSCRIPTIONS	\$ 1,496	\$ 2,000	\$ 1,500	\$ (500)	-25%
581 EDUCATION & TRAINING	\$ -	\$ 200	\$ 200	\$ -	0%
583 DRUG TEST/POLY/MED	\$ 100	\$ -	\$ 100	\$ 100	#DIV/0!
620 CLOTHING ALLOWANCE	\$ 301	\$ 300	\$ 300	\$ -	0%
626 VEHICLE - GAS	\$ 4,591	\$ 5,500	\$ 6,200	\$ 700	13%
741 CAPITAL PROJECTS	\$ 8,484	\$ 5,983	\$ -	\$ (5,983)	-100%
815 MISCELLANEOUS	\$ 446	\$ 500	\$ 500	\$ -	0%
900 DEPRECIATION EXPENSE	\$ 5,794	\$ 500	\$ -	\$ (500)	-100%
TOTAL CEMETERY FUND	\$ 133,770	\$ 134,266	\$ 140,333	\$ 6,067	5%
TOTAL GRANTS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TOTAL LESS GRANTS	\$ 133,770	\$ 134,266	\$ 140,333	\$ 6,067	5%
	2022	2022-23	2023-24		%
	Expended	Budgeted	Proposed	Change	Change
WATER FUND 25					
434000					
100 SALARIES	\$ 291,748	\$ 320,820	\$ 386,100	\$ 65,280	20%
105 SALARIES-ADMIN	\$ 41,463	\$ 45,660	\$ 47,100	\$ 1,440	3%
110 SALARIES-CLERICAL	\$ 23,840	\$ 25,116	\$ 25,900	\$ 784	3%
180 SALARIES-PART TIME	\$ 2,412	\$ 16,380	\$ -	\$ (16,380)	-100%
210 HEALTH & ACCIDENT INSURANCE	\$ 103,695	\$ 111,548	\$ 160,000	\$ 48,452	43%
220 MEDICARE	\$ 5,149	\$ 5,916	\$ 6,656	\$ 740	13%
221 SOCIAL SECURITY	\$ 22,018	\$ 25,295	\$ 28,465	\$ 3,170	13%
230 PERSI	\$ 97,647	\$ 46,757	\$ 51,328	\$ 4,571	10%
231 GASB	\$ -	\$ -	\$ -	\$ -	
260 WORKER'S COMPENSATION	\$ 12,000	\$ 22,000	\$ 18,000	\$ (4,000)	-18%
265 UNEMPLOYMENT CLAIMS	\$ -	\$ -	\$ -	\$ -	
333 LAB TESTING/SUPPLIES	\$ 6,188	\$ 4,000	\$ 6,500	\$ 2,500	63%
351 GRANT EXPENDITURE	\$ -	\$ 25,000	\$ 25,000	\$ -	0%
375 ENGINEERING	\$ 2,191	\$ 43,000	\$ 45,000	\$ 2,000	5%
410 UTILITIES	\$ 96,483	\$ 105,000	\$ 105,000	\$ -	0%
424 WEED CONTROL	\$ 3,689	\$ 3,000	\$ 3,500	\$ 500	17%
430 MAINTENANCE - EQUIPMENT	\$ 122,804	\$ 112,000	\$ 125,000	\$ 13,000	12%
431 MAINTENANCE - BUILDING	\$ 19,127	\$ 50,000	\$ 50,000	\$ -	0%
436 MAINTENANCE - WATER TANK	\$ 8,388	\$ 7,500	\$ 8,500	\$ 1,000	13%
437 MAINTENANCE - WELL/PUMPS	\$ 45,185	\$ 60,072	\$ 60,072	\$ -	0%
520 INSURANCE - LIABILITY	\$ 17,464	\$ 20,000	\$ 20,000	\$ -	0%
530 TELEPHONE	\$ 11,409	\$ 6,500	\$ 12,000	\$ 5,500	85%
541 PUBLICATION & RECORDING	\$ 351	\$ 500	\$ 500	\$ -	0%
572 DUES & SUBSCRIPTIONS	\$ 24,266	\$ 22,500	\$ 24,500	\$ 2,000	9%
581 EDUCATION & TRAINING	\$ 897	\$ 7,000	\$ 7,000	\$ -	0%
583 DRUG TEST/POLY/MED	\$ 510	\$ 1,500	\$ 1,500	\$ -	0%
610 OFFICE SUPPLIES	\$ 11,896	\$ 10,000	\$ 12,000	\$ 2,000	20%
612 BILLING	\$ 7,908	\$ 8,000	\$ 8,000	\$ -	0%
620 CLOTHING ALLOWANCE	\$ 1,966	\$ 5,000	\$ 5,000	\$ -	0%
626 VEHICLES - GAS	\$ 22,336	\$ 21,000	\$ 22,500	\$ 1,500	7%
654 BACK FLOW MGMT	\$ -	\$ 3,000	\$ 3,000	\$ -	0%
661 CHEMICALS	\$ 30,767	\$ 25,000	\$ 30,900	\$ 5,900	24%
740 EQUIPMENT - CAPITALIZED	\$ 28,406	\$ 25,000	\$ 28,500	\$ 3,500	14%
741 CAPITAL PROJECTS	\$ -	\$ 50,000	\$ 50,000	\$ -	0%
805 EMERGENCY REPAIR CONTINGENCY	\$ -	\$ 50,000	\$ 50,000	\$ -	0%
806 WATER IMPROVEMENT	\$ 278,604	\$ 304,539	\$ 398,336	\$ 93,797	31%
810 BAD DEBT	\$ -	\$ 500	\$ 500	\$ -	0%
815 MISCELLANEOUS	\$ 50	\$ 3,000	\$ 3,000	\$ -	0%
824 USDA BOND RESERVE	\$ -	\$ -	\$ -	\$ -	#DIV/0!
833 USDA BOND - 2012	\$ -	\$ 13,913	\$ -	\$ (13,913)	-100%
834 BOND BANK	\$ 90,035	\$ 344,346	\$ -	\$ (344,346)	-100%
BOND BANK - 2020A	\$ -	\$ -	\$ 149,700	\$ 149,700	#DIV/0!
BOND BANK - 2020B	\$ -	\$ -	\$ 31,650	\$ 31,650	
899 INTEREST EXPENSE	\$ (24,663)	\$ -	\$ -	\$ -	
900 DEPRECIATION EXPENSE	\$ 317,772	\$ -	\$ -	\$ -	
TOTAL WATER FUNDS	\$ 1,723,999	\$ 1,950,361	\$ 2,010,707	\$ 60,346	3%
TOTAL GRANTS	\$ -	\$ 25,000	\$ 25,000	\$ -	0%
TOTAL LESS GRANTS	\$ 1,723,999	\$ 1,925,361	\$ 1,985,707	\$ 60,346	3%
490000 TRANSFERS OUT					
820 BUILDING	\$ 8,500	\$ 8,500	\$ 8,500	\$ -	
820 IT	\$ 33,556	\$ 57,439	\$ 21,093	\$ (36,346)	-63%
TOTAL TRANSFERS	\$ 42,056	\$ 65,939	\$ 29,593	\$ (36,346)	-55%
TOTAL FUND & TRANSFERS	\$ 1,766,055	\$ 2,016,300	\$ 2,040,300	\$ 24,000	1%
	2022	2022-23	2023-24		%
	Spent	Budgeted	Proposed	Change	Change
SEWER FUND 26					
435000					

TOTAL FUND AND TRANSFERS	\$ 666,273	\$ 716,570	\$ 730,050	\$ 13,480	2%
TECHNOLOGY UTILITY FUND 28					
444000					
351 GRANT EXPENSE					
430 EQUIPMENT MAINTENANCE	\$ 22,052	\$ 20,000	\$ 25,000		
741 CAPITAL PROJECTS					
815 MISCELLANEOUS	\$ 8,775	\$ 1,000	\$ 2,000		
	\$ -				
TOTAL FUND	\$ 30,827	\$ 21,000	\$ 27,000		
TOTAL UTILITY FUND	\$ 4,854,698	\$ 5,166,070	\$ 5,281,150	\$ 115,080	2%
TOTAL UTILITY GRANTS	\$ -	\$ 75,000	\$ 75,000	\$ -	100%
TOTAL LESS GRANT	\$ 4,854,698	\$ 5,091,070	\$ 5,206,150	\$ 115,080	2%
GOV'T FUND PROJECTS #32					
465000					
760 ARPA PROJECT EXPENSE	\$ 390,621	\$ -	\$ -		
TOTAL FUND	\$ 390,621				
LATECOMERS FUND #35					
439000					
841 Reimbursement-Developer	\$ 76,325	\$ 5,300	\$ 5,500		
TOTAL LATECOMERS	\$ 76,325	\$ 5,300	\$ 5,500		
DEVELOPMENT ENGINEERING FUND #36					
462000					
375 Engineering	\$ 38,766	10,000	\$ 10,000		
TOTAL FUND	\$ 38,766	10,000	\$ 10,000		
	\$ -	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	



CITY OF EMMETT
Building & Public Works
Department
601 E. 3rd Street

Building & Public Works
Department

Brian Sullivan:
bsullivan@cityofemmett.org
Clint Seamons
cseamons@cityofemmett.org
Ph: (208) 365-9569

July 26, 2023

Re: Vacate Sewer Easement Skyhawk

Mayor and Council,

Emmett City Code 2-1-6 B.1 describes the process to vacate a subdivision, public right-of-way or existing easement. It requires the council to review a vacation request, and either reject the request, or send it to the planning and zoning commission for action and their recommendation to the council. The planning and zoning shall hold a public hearing, and recommend to the city council approval, denial, or modification of the application. Vacation application will be submitted by the City of Emmett.

Background/Reason for Application

The Public Works Department and Emmett Building Department have determined the 18" vacated sewer line easement that runs from Indian Meadows Subdivision to W. 4th street along S. Blackfoot Ave. has encroached on properties in the soon to be platted Skyhawk Subdivision. The developer was required to install a new upsized trunk line as part of this development. The new trunk line easement is completely in the right of way of S. Blackfoot Ave., so the existing easement for the 18" trunk line will need to be vacated. The sewer easement was recorded October 29, 1986 under instrument number 155801.

Possible Motion:

I make a motion to send the application to vacate the easement of the 18" sewer trunk line from Indian Meadows Subdivision to W. 4th Street along S. Blackfoot Ave. to the planning and zoning department for a public hearing, and the commission to make a formal recommendation the city council.

Brian Sullivan

A handwritten signature in black ink, appearing to read "Brian Sullivan", is written over the typed name.

City of Emmett
Building Official
Zoning Administrator

