

City of Emmett Council Meeting

January 09, 2024

Regular Meeting

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

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

Council Present by Phone – None

Council Absent: -

City Attorney: Jake Sweeten

Staff Present: Lyleen Jerome, Brian Sullivan, Clint Seamons, Steve Kunka, Alyce Kelley, Mike Giery, Mike Knittel

Public Present: Pat Petrie and Emmy Webb – 501 E. 2nd Ave., Emmett; Shawn Denham – 678 Old Glory Way - Emmett; Adam Little – 1137 E. Harcourt Dr. Boise; Jethro Batchelor, 904 S. Mckinley, Emmett

Public Present via telephone: None

Amendments to the Agenda: None

Declaration of Conflict of Interest: Councilor Harris will abstain from voting on the Consent Agenda.

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

ELECTED OFFICIALS:

Mayor – Mayor Petrie declared January 27, 2024 as Emmett Remembers Downwinders Day here in the City of Emmett and presented the proclamation to Councilor Tona Henderson representing the Downwinders of Emmett.

City Council - None

Announcements and Good of the Order - None

CONSENT AGENDA:

Approval of Minutes – December 19, 2023 – Regular Council Meeting

Approval of Accounts Payables

Approval of Permits – Bartenders: Mikayla Captain, Haylie Dana, Helen Frisbee, Dannie Frost, Reagen Frost, Jody Harris, Bailey Jamison, Tara Needham, Victoria Pelayo, Inez Trujillo

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

OATH OF OFFICE:

Mayor – City Clerk Lyleen Jerome swore Mayor Gordon Petrie into the office of Mayor for a term of four (4) years.

Council - Mayor Petrie swore Tom Butler, Tona Henderson and Denise Sorenson as Councilman for a term of four (4) years.

Election of Council President. Mayor Petrie called for nominations for the position of Council President. Councilor Butler nominated Councilor Henderson. Mayor Petrie then called for nominations three (3) times and seeing none requested a motion to close the nominations and for Councilor Henderson to be Council President. Councilor Sorenson **MOVED TO APPROVE THE CLOSING OF THE NOMINATIONS AND FOR COUNCILOR HENDERSON TO BE COUNCIL PRESIDENT FOR A TWO (2) YEAR TERM BY ACCLIMATION.** Seconded by Councilor Butler. **Motion carried by voice vote.**

BUSINESS:

Clint Seamons, Public Works Director requests approval of the Idaho Gem Grant Application for six pickleball courts. Councilor Butler **MOVED TO APPROVE THE IDAHO GEM GRANT APPLICATION FOR THE PICKLE BALL COURTS.** Seconded by Councilor Resinkin. **Motion carried by voice vote.**

Clint Seamons, Public Works Director requests approval of payment to Northwest Industrial Repair. Council President Henderson **MOVED TO APPROVE PAYMENT TO NORTHWEST INDUSTRIAL REPAIR IN THE AMOUNT OF \$17,022.35.** Seconded by Councilor Butler. **Motion carried by voice vote.**

Brian Sullivan, Zoning Administrator, presented the Staff Report for Final Plat Application for Payette River Orchards Subdivision, Phase 5 and requests approval of the plan. Councilor Butler **MOVED TO APPROVE THE FINAL PLATT APPLICATION FOR PAYETTE RIVER ORCHARDS SUBDIVISION, PHASE 5. FILE NUMBER FP24-001.WITH THE SITE-SPECIFIC CONDITIONS OF APPROVAL AS OUTLINED IN THE STAFF REPORT.** Seconded by Councilor Resinkin. **Motion carried by voice vote.**

ACTIVITY REPORTS:

Building Official/City Planner – Brian Sullivan – Reported

City Clerk, Lyleen Jerome – Reported

Fire – Mike Giery – Reported

Library Director, Alyce Kelley – Reported

Police Chief, Steve Kunka – Reported

Public Works, Clint Seamons – Reported

IT Systems Director, Mike Knittel – Reported

City of Emmett Council Meeting

January 09, 2024

Regular Meeting

Mayor thanked Councilor Steve Nebeker for his service these past four years as Council President and congratulated the newly elected Council President Tona Henderson.

ADJOURN

Councilor Harris **MOVED TO ADJOURN**. Seconded by Councilor Sorenson. **Motion carried by voice vote.**

Meeting adjourned at 7:34 p.m.

Mayor Gordon Petrie

Lyleen Jerome, City Clerk



CITY OF EMMETT

Bartender Permit Checklist

Applicant Name BRANDON DUQUE

Date Application Received 12/20/23 By SJ

- 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 *V. Lankford*
Emmett Police Name/Records Check
- _____
Gem County Sheriff's Name/Records Check
- _____
Application Approved
- _____
Application Denied
- _____
Chief of Police (signature) 1-17-24
Date

Fingerprint Results Attached (New only) _____

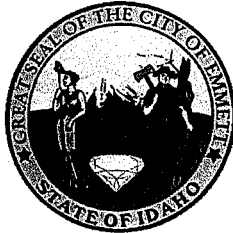
City Council

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

Official Permit

- Created _____
- Mailed _____

Tracking # _____



CITY OF EMMETT

Bartender Permit Checklist

Applicant Name CAITLIN NEILSON

Date Application Received 12/11/23 By SR

- 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 *[Signature]*
 _____ Emmett Police Name/Records Check
 _____ Gem County Sheriff's Name/Records Check
 _____ Application Approved
 _____ Application Denied
 _____ *[Signature]* *1-17-24*
 Chief of Police (signature) Date
- Fingerprint Results Attached (New only) _____

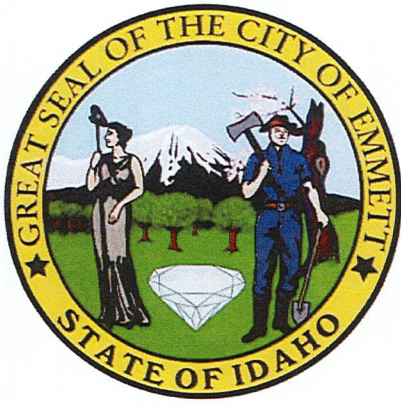
City Council

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

Official Permit

- Created _____
- Mailed _____

Tracking # _____



INFORMATION TECHNOLOGY

CITY OF EMMETT

501 E. MAIN ST.– EMMETT, ID 83617

PHONE (208) 398-2100

WWW.CITYOFEMMETT.ORG

“Driven by innovation”

January 17th, 2024

Council,

We are excited to be on-ramping our new shared employee with Public Works. The position will be focused on Outside Plant operations and will be cross-trained in everything fiber optics as well as utility construction. With the addition of the new employee, we require adjusting our vehicle situation to properly equip our staff to succeed in their respective job responsibilities.

We began tracking Capital Improvement savings for each department about four years ago. This would be the first request we have made to utilize any of those funds since the tracking began. The most recent spreadsheet shows about \$134,230 for the IT Department’s portion of the calculation. We are requesting an allocation of up to \$35,000 to purchase an additional vehicle. I will provide more details during the council meeting regarding this request and how we arrived at the requested dollar amount.

Motion: Motion to allocate up to \$35,000 of general fund savings to be used for the purchase of a vehicle into the IT Department Capital Improvement budget line.

Thank you for your help with this.

Mike Knittel

Technology Director

City of Emmett

MISSION: Provide effective technology support, services, design, and implementation for the City of Emmett; while enhancing productivity, safeguarding information, and economically planning and preparing for the future.

City's Strategic Pillars 1/23/2024

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

Building/Zoning Department Goal

- Educate staff to obtain intimate knowledge of building and zoning codes. 5%
- Update outdated city ordinances, implement new ordinance-----70% zoning and building only.
- Obtain accessibility inspector certification----40%
- Comprehensive Plan overhaul and revision----- 100%
- Digitalize and organize all building and zoning files and plans----16%

Permits = December 2023: New house =, Foundation Only =, Commercial = 4, Duplex =, Tri-plex =, Apartment =, Hangars =, Manufactured Home =,

1. Reviewing plans and zoning applications
2. Started preliminary work on updating our zoning map
3. Daily operations, plan reviews, contractor talks, developer talks, etc.
4. Updates to Title 7, water and sewer, city code
5. Work on Building Department fee increase for permits
6. Work on updates to ordinances
7. Draft PUD updates to zoning commission for workshops
8. Draft boundary changes for Historic Downtown District
9. Address Skyhawk Subdivision
10. Address Payette River Orchards Subdivision phase 5
11. Review landscape plan for Longhorn Acres
12. Review construction drawings for Long Horn Acres, third submittal
13. Review landscape plan for Mountain Creek Minor Sub.

14. Zoning Applications:
 - Preliminary/final plat, Minor Sub., Nielsen Lane Subdivision
 - Final Plat, Payette River Orchards Subdivision, phase 5
 - Rezone App. 404 E. 12th Continued to 2-5-24
- Training (see attached)**

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

City's Strategic Pillars

January 23, 2024

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

Clerk's Goals this Budget Year

- Increase ACH (Direct Pay) 10% from prior year
- Digitalize Resolutions and Legal Documents
- Review/Modify current Procedures and Processes to become more efficient with daily work
- ADA Compliance Updates to City Hall

Accomplishments since last report

December Transactions

- Billings sent – **3197**
- E-mail Bills - **818**
- ACH (Direct Pay) customers – 719
- Over the counter Water/Sewer payments (checks/cash) – **1669**
- Phone Payments - 27
- On-Line Credit Card Payments – **693**
- Over the counter credit card payments – **89**
- Disconnection late letters mailed - **361**
- Water disconnections due to non-payment - **51**
- New Water/Sewer Accounts opened – **23**
- Cemetery Lots Sold/Deeds Issued – 5
- Open/Close Cemetery Lots - **4**
- Bartender/ Alcohol/Catering Permits -**50**
- Dog License – **42**
- Business Registration Certificate – **46**
- Vendor Permits/Other License – **1**
- Accounts Payable Claims processed – **132 \$260,579**
- Onboard new employees – **1**
- Terminations - **2**
- Payroll processed- **160 - \$312,312**
- Record Requests - **2**
- Construction/remodel of Clerk's office 90% complete – Painting in process beginning January 15th, should be completed by January 19th
- Audit complete on January 11th

Plan for next 30 days

- W2's and 1099's in the mail by January 31st
- All end of the year payroll reports submitted to IRS, SS, State of Idaho
- December account Recon/Monthly Finance Report
- Prepare quarterly financial report ending December 2023
- Revise application forms to comply with Emmett City Code
- Set up scanner for utility account contract file into Black Mountain
- Follow up on Audit report
- Records Retention/Destruction

City's Strategic Pillars

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

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

- Work to provide a training area to include a burn building where class A materials can be burnt and provide a constant, realistic and rigorous training program (70% of completion)
- Provide all equipment necessary to allow for daily mission execution while meeting operational goals. (70% of completion)
- Implement a community based risk program that educates so that in each iteration high standards will be enforced, thus making our community safer. (60% of completion)
- Provide a positive work environment thus keeping well-trained and motivated firefighters for at least five year tours. (70% of completion)

Expenditures requiring authorization from higher and purpose of expenditure

No less than Top Ten Accomplishments since last

- Reinstated as the LEPC
- Received a full scholarship for Michael Giery to IFC conference
- Rezone comments made
- Attended IFC meeting x2 (Possible opportunity for New Command vehicle)
- Met with Engine refurbish company for rebuild consideration
- Met with building owner regarding training opportunities
- Made aware of dangerous building conditions, and researched opportunities for mitigation
- Applied for renewal of EMS license
- Preparing for meeting with County
- Assisted resident with smoke detector issues ordered smoke in a can to definitely answer the questions
- LEPC planning meeting
- Knox box keys replaced at EMS
- Cleaned out and organized the mezzanine at station
- Installed smoke detectors in two residents
- Inspections of both Rise Inc. properties
- Apply for grant for new command vehicles and engines
- Meet with owner of The Brunswick to answer questions
- Meet with Owner of Black Canyon to answer question about kitchen upgrades
- Inspected Chevron and Shell Gas Stations
- Set up interview with 5 potential firefighters
- Installed 1 car seat for city resident

Plan for next 30 days

- Insulate Hazmat trailer
- Yearly training standards
- Develop a curriculum for PD officers
- Survey all businesses (knox, box, alarms, hoods)
- Revision of Fire Department City Code
- Refurb E3 potentially

Training (See Attached)

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

Emp, Title	Training/Hours	Date	Location	Cost/Certificate
# Emp. Trained	Total Training Hours			Total Cost

City's Strategic Pillars 1/23/2024 @ LIBRARY

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

Mission: The Emmett Public Library is the heart of the community. It provides real and virtual resources for the Gem Community, as well as ever expanding learning and recreational opportunities.

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

- “Balancing of Efficiencies” with patron services and library usage (Growth); by collaborating with other community entities that support the library’s mission of 2022-2023, partnerships that help the library as it stretches to serve and grow real and virtual resources for the community.
- Library will implement best practices to manage patron and collection data bases, expand delivery of learning opportunities through in-house & virtual resources.
- Library will develop Adult/Senior resources to enhance “A Place for Seniors to Age & Stay”
- Develop grant/gift programs as well as in-kind contributions, providing no less than \$50,000 a year towards budget. **To date: Donations=\$10244.22+ Grants=\$56,000.00, In-Kind Donations=\$175.00**

Expenditures requiring authorization from higher and purpose of expenditure- None at this time
Yearly Training list- None at this time

No less than Top Ten Accomplishments since last report

- Grant for library front entrance updates, we have received this and have completed procurement process, bid amount approved, work order with supplement approved. 1-8-24 Site visit confirming ADA Door specs, pergola, and awning placements.
- Summer Reading enhancements grant completed for 2023-2024 and received \$2,000
- Kid’s activities have started back with Lego Club 2nd Wednesday each month
- Teen, Skill Starters 3rd Wednesday each month
- Monthly Adult Make n Mingle 2nd Friday each month
- First Friday Family Fun Day – Pinecone bird feeder craft and learning about them
- Idaho Community Foundation Grant received \$10,000 + \$2,000 Vender Giving Program
- Fundraiser Greenhouse Donation from Webb Ranch finalized and set up end of January

NEXT 30 DAYS

Summer Reading Planning beginning (January)

Staff update, lost 2 part-time staff, working on stream lining tasks with building a 3rd full-time position

Meeting on Becoming a Tele-Health Access Point program thru ICFL

Quarterly LYNX meetings this month for Circulation, Cataloging and Directors

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

2023-24 Library Stats	OCT	NOV	DEC	JAN	FEB	MAR	23-24 TOTALS	22-23
PATRONS								
Resident	5221	5246	5273				5246	5200
NonResident	3655	3689	3699				3689	3627
Adult-Circulation	2322	1932	2103				6357	26885
Teen-Circulation	199	185	183				567	3036
Juvenile-Circulation	3244	3165	2625				9034	36305
TOTAL BOOKS	5765	5282	4911	0	0	0	15958	66226
AudioBks-Music Cir	72	83	126				281	1468
In-house Tech-Circ	7	25	59				91	208
In-house Book-Circ	192	227	399				818	4562
Trade/Exchange-Circ	117	49	96				262	1237
Hobbies/Games/Kits-Ci	55	65	66				186	696
Video/DVD	2934	2861	2662				8457	20917
TOTAL CIRCULATION	9142	8592	8319	0	0	0	26053	95314
Outreach/Locker Circ	114	121	109				344	89/716
Children's Activities	133	127	56				316	2045
Family Activities	24	45	39				108	580
Computer Usage	219	213	272				704	3002
WiFi Usage	161	171	163				495	1815
Reference/Phone	87	103	111				301	1572
Meeting Room	21	38	49				108	1112
Proc: Audios CD's	11	7	14				32	76
Proc: DVDs/BRay	6	1	59				66	321
Proc: Books	197	214	124				535	3097
HobbyCollection/Tech	13	7	6				26	55
ILL snt/recvd	2	1	1				4	82
Audios Withdrawn/Hobl	1	11	1				13	16
Videos/DVD Withdrawn	0	0	11				11	107
Books Withdrawn	68	42	49				159	653
Patron Visits	3113	3226	4098				10437	41919
Curbside	0	0	0				0	3
Volunteers	69	72	43				184	1273
Friends of the Library-Yearly							2681	2681

City of Emmett Police Department

City's Strategic Pillars

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

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

- Retain 100% of Staff for no less than 5 years. (Current 5-14 2 are on their 5th year this year)
- Proactively make residences and businesses along 1/5 of the main arterials in the city at least 80% ordinance compliant each year, in addition to reacting to citizen complaints; new arterials will be targeted each year (2020 4th Street). (20%)
- Update our reserve program with the newest policies and procedures directed by Idaho P.O.S.T. and double the number of officers. (Working on eligibility list 6-12-23)
- Updating (99% complete) and implementing (36% completed) a complete standardized protocols and policies manual utilizing current industry practices. This is a partnership with Lexipol that has been recognized in risk management for law enforcement.

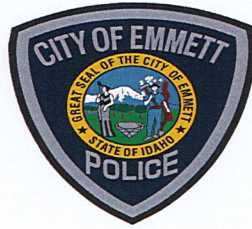
Expenditures requiring authorization from higher and purpose of expenditure

Training Last 30 days

- **Hired Officer Anthony Nunez to fill a patrol position and is in phase I of FTO. Officer does not need to attend POST.**
- **Assisted public works with posting speed limits signs on Canal Street by the Patriot Center.**
- **Have made final arrangements to receive leased patrol vehicles that were ordered the beginning of last year.**
- **Working with Brian on improving addresses at 1050 Cascade rd.**
- **Interview room has been installed and need to train officers as users.**
- **All first responders are working with the school district to get access to all cameras and potentially having access to lock down app. Detective Roehr has given full electronic access to all officers and deputies. Detective Roehr is also working on contacting other agencies working on getting a policy for Lock Down App.**
- **School district is getting a grant for radios and during process of this have found out how to connect EMS with LE and Fire.**
- **Working on updating eligibility list. Currently have 4 on the list to activate when needed.**
- **Will be posting for part time Code Enforcement position.**
- **In process of moving Officer Gomez into an office for his drug investigations.**
- **Started process of getting a year long grant from ITD that will fund Overtime pay for an entire year.**

Plan for next 30 days

- **Need to complete Mass Gathering ordinance.**
- **OHS Grant. Applying to receive this for the 2024-2025 fiscal year.**
- **City clerk's office and I are updating solicitor/vendor applications and licenses**
- **Will be putting on collection of fingerprint training for all patrol and deputies.**
- **Get speed limit changed on Lincoln and Boise.**
- **Working with public works and county roads on getting the speed limit to be 25 on 12th street to the east of Washington.**
- **Investigations Tech is looking into a grant that will provide us with software and hardware for cell phones forensics investigations.**
- **Have discussed with Mike Darling about him managing an Emmett Police Face Book Page and or Instagram. This has been delayed but shooting for first quarter of the year.**
- **Add part time Code Enforcement Position.**
- **Researching increasing dog impound fees.**



EMMETT POLICE DEPARTMENT

December Patrol Statistics

	TOTAL
Felony Arrests - Male	1
Felony Arrests - Female	1
Misd. Arrests - Male	12
Misd. Arrests - Female	12
Traffic Stops	155
Infraction Cite	31
Dispatched Calls	298
Officer Initiated	69
Reports	56
Dogs Taken to Pound	6
Ordinance Calls	12

Community Involvement

Visited Mrs. Brownes 1st grade classroom and had lunch with the students.

Participated in the annual Santa Ride along with members from city fire, public works and the mayors office.

Lead the Horse lighted parade down Johns Ave and had other EPD staff members assist with escort.

Hosted Cops and Shoppers with GCSO.

Officers participated in ITD Impaired Mobilization.

In 2023 The Emmett Police Department participated in approximately 38 community events!

Nature	Reported
Traffic Compl	08:35:24 12/01/23
Fraud	08:52:52 12/01/23
Parking Problem	09:39:20 12/01/23
Accident PD	10:26:02 12/01/23
Accident HR	10:52:58 12/01/23
Accident PD	11:46:57 12/01/23
Medical	13:11:25 12/01/23
Public Assist	13:27:39 12/01/23
Juvenile Prob	13:36:05 12/01/23
Funeral Escort	14:16:11 12/01/23
Public Assist	15:21:25 12/01/23
Battery	17:04:15 12/01/23
Traffic Stop	18:04:13 12/01/23
Mental Issue	19:08:11 12/01/23
Medical	19:09:13 12/01/23
Traffic Stop	19:32:25 12/01/23
Traffic Compl	22:48:18 12/01/23
Suspicious	04:06:49 12/02/23
Information	10:16:56 12/02/23
Disorderly	11:45:36 12/02/23
Information	12:00:32 12/02/23
Suspicious Veh	12:01:57 12/02/23
Traffic Stop	12:02:47 12/02/23
Medical	14:25:41 12/02/23
911 AHM	15:23:18 12/02/23
Fire Structure	17:19:33 12/02/23
Animal Cruelty	17:26:00 12/02/23
Parking Problem	19:57:41 12/02/23
Traffic Compl	21:58:28 12/02/23
Traffic Stop	22:38:27 12/02/23
Traffic Stop	23:24:48 12/02/23
Alarm Bus	00:58:59 12/03/23
Property Damage	07:42:37 12/03/23
Medical	09:30:39 12/03/23
Traffic Stop	10:11:18 12/03/23
Domestic	14:15:04 12/03/23
911 AHM	15:44:11 12/03/23
911 AHM	16:59:35 12/03/23
Property Damage	18:55:25 12/03/23
Extra Patrol	19:44:56 12/03/23
Traffic Stop	23:02:18 12/03/23
Traffic Stop	03:52:14 12/04/23
Traffic Stop	05:08:04 12/04/23
Found Property	06:05:11 12/04/23

Ord Viol EPD	08:49:49 12/04/23
Traffic Stop	09:36:44 12/04/23
Theft	10:05:01 12/04/23
Suspicious	11:25:55 12/04/23
Accident PD	12:44:46 12/04/23
Property Damage	14:11:30 12/04/23
Juvenile Prob	15:21:33 12/04/23
Sex Offense	16:31:19 12/04/23
Welfare Check	17:33:41 12/04/23
Traffic Stop	18:24:33 12/04/23
Extra Patrol	00:15:48 12/05/23
Traffic Stop	00:26:13 12/05/23
Traffic Stop	08:39:29 12/05/23
Traffic Stop	10:14:22 12/05/23
Fraud	10:53:56 12/05/23
Mental Issue	14:32:30 12/05/23
Medical	14:57:07 12/05/23
Battery	16:41:56 12/05/23
Disorderly	18:53:19 12/05/23
Suspicious Veh	18:56:28 12/05/23
Traffic Compl	20:17:26 12/05/23
Alarm Medical	05:19:05 12/06/23
Suicidal Subj	08:15:48 12/06/23
Sex Offense	08:17:06 12/06/23
Suspicious	09:43:36 12/06/23
Public Assist	10:32:05 12/06/23
Sex Offense	11:24:48 12/06/23
Threats	12:55:47 12/06/23
Parking Problem	15:01:10 12/06/23
Stray Dog	17:20:50 12/06/23
Suspicious	18:23:58 12/06/23
Traffic Compl	20:30:58 12/06/23
Medical	00:15:52 12/07/23
Medical	03:08:27 12/07/23
Disturb Peace	07:45:33 12/07/23
Alarm Medical	12:01:24 12/07/23
Sex Offense	12:04:03 12/07/23
Child Abuse	12:52:48 12/07/23
Welfare Check	19:00:10 12/07/23
Traffic Stop	20:05:46 12/07/23
911 AHM	20:18:16 12/07/23
Animal Cmplnt	20:45:01 12/07/23
Mental Hold	20:45:28 12/07/23
Accident PI	06:29:06 12/08/23
Medical	07:10:56 12/08/23

Funeral Escort	11:16:00 12/08/23
Parking Problem	13:30:59 12/08/23
Welfare Check	13:59:59 12/08/23
Welfare Check	14:31:35 12/08/23
Suspicious	14:34:50 12/08/23
911 AHM	14:48:06 12/08/23
Accident PD	15:01:47 12/08/23
Traffic Stop	15:49:53 12/08/23
Animal Cmplnt	15:52:49 12/08/23
Fraud	16:08:15 12/08/23
Traffic Compl	17:41:52 12/08/23
Traffic Stop	18:08:46 12/08/23
Medical	23:51:34 12/08/23
Traffic Stop	10:58:11 12/09/23
Civil Compl	11:29:57 12/09/23
Suspicious Veh	14:06:55 12/09/23
Medical	14:29:16 12/09/23
Information	15:39:35 12/09/23
Traffic Stop	16:50:55 12/09/23
Traffic Stop	17:48:54 12/09/23
Traffic Stop	18:42:22 12/09/23
Traffic Compl	18:58:25 12/09/23
Disturb Peace	20:41:06 12/09/23
Medical	21:09:21 12/09/23
Intoxication	01:35:43 12/10/23
Suspicious Veh	05:12:31 12/10/23
Public Assist	10:12:44 12/10/23
Welfare Check	10:22:27 12/10/23
Traffic Stop	15:06:10 12/10/23
Traffic Stop	15:41:48 12/10/23
Custodial Int	17:47:30 12/10/23
Traffic Stop	19:38:28 12/10/23
Parking Problem	19:41:16 12/10/23
Medical	22:45:20 12/10/23
Motorist Assist	07:16:39 12/11/23
Assault	10:38:24 12/11/23
Stray Dog	12:37:52 12/11/23
Medical	13:02:06 12/11/23
Traffic Stop	13:40:55 12/11/23
Information	14:09:16 12/11/23
Juvenile Prob	14:19:07 12/11/23
Domestic	17:13:45 12/11/23
Welfare Check	17:40:24 12/11/23
Trespassing	18:03:16 12/11/23
Welfare Check	21:07:34 12/11/23

Traffic Stop	22:24:16 12/11/23
Domestic	22:30:08 12/11/23
Traffic Stop	05:43:28 12/12/23
Traffic Compl	06:57:20 12/12/23
Animal Cmplnt	08:53:19 12/12/23
Parking Problem	09:49:43 12/12/23
Ord Viol EPD	11:27:16 12/12/23
Traffic Stop	12:46:41 12/12/23
Animal Cmplnt	13:32:18 12/12/23
Fish & Game	14:06:49 12/12/23
Traffic Stop	15:08:26 12/12/23
Traffic Stop	15:53:23 12/12/23
Traffic Stop	16:03:41 12/12/23
Traffic Stop	16:35:16 12/12/23
Medical	16:58:38 12/12/23
Traffic Stop	17:29:45 12/12/23
Theft-Automobil	17:33:03 12/12/23
Traffic Stop	18:10:53 12/12/23
Traffic Stop	18:40:01 12/12/23
Disturb Peace	19:12:48 12/12/23
Suicidal Subj	19:14:30 12/12/23
Traffic Stop	07:45:56 12/13/23
Threats	08:43:11 12/13/23
Traffic Stop	15:07:46 12/13/23
Missing Person	16:06:19 12/13/23
Public Assist	19:00:56 12/13/23
Traffic Stop	19:56:37 12/13/23
Traffic Stop	20:14:07 12/13/23
Traffic Stop	21:14:19 12/13/23
Traffic Stop	21:39:48 12/13/23
Traffic Stop	22:39:27 12/13/23
Traffic Stop	23:42:30 12/13/23
Disturb Peace	23:47:57 12/13/23
Medical	04:10:20 12/14/23
Ord Viol EPD	08:01:31 12/14/23
Public Assist	09:51:00 12/14/23
ABANDONED VEH	10:27:09 12/14/23
Disturb Peace	10:29:24 12/14/23
Battery	10:47:22 12/14/23
Illegal Dumping	11:15:16 12/14/23
Disturb Peace	12:34:39 12/14/23
Theft	13:10:35 12/14/23
Medical	14:26:06 12/14/23
Welfare Check	15:26:03 12/14/23
Information	16:29:54 12/14/23

Traffic Stop	16:50:57 12/14/23
Traffic Stop	17:22:14 12/14/23
Traffic Compl	17:33:20 12/14/23
Traffic Stop	18:34:03 12/14/23
Public Assist	19:02:29 12/14/23
Disturb Peace	19:50:07 12/14/23
Traffic Stop	20:37:26 12/14/23
Traffic Stop	21:07:31 12/14/23
Traffic Stop	21:33:01 12/14/23
Traffic Stop	21:37:00 12/14/23
Traffic Stop	21:43:10 12/14/23
Traffic Stop	21:49:46 12/14/23
Traffic Stop	21:56:22 12/14/23
Traffic Stop	22:04:11 12/14/23
Medical	22:07:07 12/14/23
Traffic Stop	22:17:08 12/14/23
Traffic Stop	22:19:27 12/14/23
Traffic Stop	22:46:39 12/14/23
Medical	23:43:53 12/14/23
Medical	01:55:28 12/15/23
Alarm Bus	02:03:50 12/15/23
Medical	04:23:09 12/15/23
Suicide	08:23:31 12/15/23
Medical	10:01:39 12/15/23
Harassment	11:59:00 12/15/23
Traffic Stop	13:22:16 12/15/23
Animal Cmplnt	13:28:10 12/15/23
Alarm Res	13:32:23 12/15/23
Public Assist	16:03:07 12/15/23
Theft-Automobil	16:05:17 12/15/23
Traffic Stop	16:06:45 12/15/23
Accident PD	17:30:35 12/15/23
Medical	17:39:06 12/15/23
Accident HR	17:43:15 12/15/23
Welfare Check	18:09:20 12/15/23
Traffic Stop	18:44:48 12/15/23
Traffic Stop	18:51:46 12/15/23
Traffic Stop	19:03:48 12/15/23
Traffic Stop	19:10:56 12/15/23
Traffic Stop	19:20:38 12/15/23
Traffic Stop	19:35:43 12/15/23
Traffic Stop	19:55:26 12/15/23
Traffic Stop	20:05:55 12/15/23
Traffic Stop	20:09:39 12/15/23
Traffic Stop	20:15:28 12/15/23

Public Assist	20:20:12 12/15/23
Traffic Stop	21:06:12 12/15/23
Traffic Compl	21:06:21 12/15/23
Battery	21:32:00 12/15/23
Traffic Stop	21:40:09 12/15/23
Welfare Check	21:51:02 12/15/23
Loitering	22:11:31 12/15/23
Suspicious	22:46:10 12/15/23
Traffic Stop	23:55:07 12/15/23
Medical	03:28:40 12/16/23
911 AHM	10:07:27 12/16/23
Alarm Fire	11:02:51 12/16/23
911 AHM	11:20:35 12/16/23
Accident PD	12:33:48 12/16/23
Disturb Peace	16:56:55 12/16/23
Traffic Hazard	18:35:19 12/16/23
Alarm	19:23:15 12/16/23
Juvenile Prob	20:29:44 12/16/23
Public Assist	21:06:56 12/16/23
Traffic Stop	22:02:58 12/16/23
Burglary Bus	01:56:47 12/17/23
Unknown Problem	06:06:46 12/17/23
Medical	09:26:21 12/17/23
Battery	09:52:52 12/17/23
Found Property	10:36:26 12/17/23
Disturb Peace	13:00:55 12/17/23
Traffic Stop	14:46:48 12/17/23
Traffic Stop	15:01:05 12/17/23
Accident PD	16:34:10 12/17/23
Medical	16:38:02 12/17/23
Traffic Compl	17:43:43 12/17/23
911 AHM	18:01:50 12/17/23
Medical	18:31:31 12/17/23
Traffic Stop	19:29:18 12/17/23
Traffic Stop	20:14:41 12/17/23
Animal Cmplnt	20:21:17 12/17/23
Extra Patrol	22:17:14 12/17/23
Traffic Stop	22:20:46 12/17/23
Traffic Stop	22:37:14 12/17/23
Medical	04:53:33 12/18/23
Medical	06:41:11 12/18/23
Medical	10:26:40 12/18/23
Welfare Check	11:17:09 12/18/23
Animal Cmplnt	13:12:06 12/18/23
Traffic Stop	14:17:26 12/18/23

Fraud	14:42:10 12/18/23
Traffic Stop	15:27:32 12/18/23
Traffic Stop	16:05:41 12/18/23
Traffic Stop	16:37:39 12/18/23
Medical	17:57:37 12/18/23
Traffic Stop	18:51:06 12/18/23
Warrant Arrest	19:11:56 12/18/23
Traffic Stop	19:24:44 12/18/23
Welfare Check	20:51:05 12/18/23
Traffic Stop	00:52:00 12/19/23
911 AHM	02:28:17 12/19/23
Harassment	03:47:05 12/19/23
Medical	09:31:11 12/19/23
Traffic Stop	10:32:54 12/19/23
Traffic Stop	12:51:46 12/19/23
Welfare Check	13:28:58 12/19/23
Public Assist	13:49:50 12/19/23
DWP	14:16:29 12/19/23
Medical	17:16:05 12/19/23
Traffic Stop	17:33:31 12/19/23
Traffic Stop	17:49:33 12/19/23
Suspicious Veh	18:51:31 12/19/23
Suspicious	19:05:41 12/19/23
Medical	02:42:02 12/20/23
Public Assist	05:19:44 12/20/23
Child Abuse	09:58:09 12/20/23
Traffic Stop	12:43:40 12/20/23
Traffic Stop	13:00:03 12/20/23
Traffic Stop	13:18:05 12/20/23
Traffic Stop	13:37:12 12/20/23
Welfare Check	15:01:40 12/20/23
Stray Dog	15:57:28 12/20/23
Traffic Compl	18:17:00 12/20/23
Missing Person	19:15:16 12/20/23
Medical	20:47:31 12/20/23
Traffic Stop	21:23:06 12/20/23
Traffic Stop	23:26:54 12/20/23
ABANDONED VEH	07:55:06 12/21/23
Traffic Stop	12:02:18 12/21/23
Agency Assist	12:14:42 12/21/23
Traffic Stop	14:53:36 12/21/23
Traffic Stop	15:49:32 12/21/23
Traffic Stop	16:10:56 12/21/23
Trespassing	16:29:55 12/21/23
Suspicious	16:38:14 12/21/23

Traffic Stop	18:28:24 12/21/23
Accident PD	18:29:08 12/21/23
Agency Assist	18:36:23 12/21/23
Disorderly	22:44:32 12/21/23
Juvenile Prob	00:06:18 12/22/23
Domestic	01:35:34 12/22/23
Alarm Bus	03:14:37 12/22/23
Suicidal Subj	07:49:05 12/22/23
Fish & Game	08:32:01 12/22/23
Suspicious Veh	09:20:49 12/22/23
Medical	10:19:10 12/22/23
Traffic Stop	13:58:35 12/22/23
Missing Person	14:24:33 12/22/23
Medical	15:21:46 12/22/23
Traffic Stop	15:52:22 12/22/23
Traffic Stop	16:04:20 12/22/23
Ord Viol EPD	16:23:38 12/22/23
Traffic Stop	16:45:14 12/22/23
Suspicious	17:01:22 12/22/23
Suspicious	18:20:46 12/22/23
Traffic Stop	18:38:58 12/22/23
Traffic Stop	18:46:30 12/22/23
Traffic Stop	19:16:48 12/22/23
Traffic Stop	20:21:51 12/22/23
Traffic Stop	20:24:14 12/22/23
Traffic Stop	21:54:39 12/22/23
Traffic Stop	23:48:44 12/22/23
Alarm Medical	23:50:14 12/22/23
Assault Agg	01:57:58 12/23/23
Welfare Check	02:45:22 12/23/23
Welfare Check	07:25:25 12/23/23
Medical	11:10:30 12/23/23
Custodial Int	11:35:49 12/23/23
Traffic Stop	15:37:07 12/23/23
Traffic Stop	15:49:10 12/23/23
Traffic Compl	15:56:33 12/23/23
Traffic Stop	15:59:50 12/23/23
Traffic Stop	16:23:17 12/23/23
Accident HR	17:03:33 12/23/23
Traffic Compl	17:50:23 12/23/23
Traffic Stop	18:07:12 12/23/23
Traffic Stop	18:51:00 12/23/23
Warrant Arrest	18:57:41 12/23/23
Traffic Stop	19:01:35 12/23/23
Traffic Stop	19:24:18 12/23/23

Threats	19:25:42 12/23/23
Parking Problem	19:56:06 12/23/23
Traffic Stop	20:08:10 12/23/23
Traffic Stop	21:27:49 12/23/23
Missing Person	22:11:36 12/23/23
Traffic Stop	22:26:56 12/23/23
Traffic Stop	23:29:41 12/23/23
Welfare Check	23:31:40 12/23/23
Traffic Stop	00:48:26 12/24/23
Alarm Bus	02:30:48 12/24/23
Traffic Stop	03:30:17 12/24/23
Burglary Bus	03:30:51 12/24/23
Fire Smoke Rpt	09:28:22 12/24/23
Traffic Stop	10:33:47 12/24/23
Battery	11:07:00 12/24/23
Medical	11:08:05 12/24/23
Theft	12:36:40 12/24/23
Welfare Check	13:39:58 12/24/23
Accident PD	13:59:30 12/24/23
Battery	18:47:25 12/24/23
Traffic Stop	08:44:49 12/25/23
Welfare Check	10:58:52 12/25/23
Medical	12:01:58 12/25/23
Medical	12:44:16 12/25/23
Traffic Stop	14:14:26 12/25/23
Public Assist	17:20:16 12/25/23
Medical	17:20:33 12/25/23
Traffic Stop	17:33:27 12/25/23
Medical	18:42:35 12/25/23
Suspicious Veh	20:05:39 12/25/23
Medical	20:22:38 12/25/23
Traffic Stop	21:18:33 12/25/23
Missing Person	22:02:07 12/25/23
Threats	23:06:37 12/25/23
Suspicious	04:34:13 12/26/23
Accident PD	11:08:03 12/26/23
Theft	12:04:57 12/26/23
Found Property	14:33:17 12/26/23
Traffic Stop	14:57:41 12/26/23
Parking Problem	15:22:22 12/26/23
Traffic Compl	16:01:46 12/26/23
Welfare Check	16:51:10 12/26/23
Warrant Arrest	16:58:23 12/26/23
Traffic Stop	20:14:47 12/26/23
Alarm Bus	22:13:39 12/26/23

Public Assist	00:26:33 12/27/23
Disturb Peace	11:29:45 12/27/23
Agency Assist	13:24:40 12/27/23
Traffic Compl	15:35:01 12/27/23
Parking Problem	16:48:34 12/27/23
Traffic Stop	19:37:43 12/27/23
Alarm Fire	19:50:10 12/27/23
Traffic Stop	20:13:56 12/27/23
Traffic Stop	20:22:33 12/27/23
Traffic Stop	22:18:09 12/27/23
Welfare Check	05:31:44 12/28/23
Welfare Check	12:41:30 12/28/23
Traffic Stop	13:56:55 12/28/23
Ord Viol EPD	13:59:57 12/28/23
Traffic Compl	14:11:12 12/28/23
Traffic Stop	16:31:11 12/28/23
Welfare Check	17:06:25 12/28/23
Parking Problem	18:03:51 12/28/23
Traffic Stop	19:05:19 12/28/23
Traffic Stop	19:15:33 12/28/23
Traffic Stop	19:28:06 12/28/23
Traffic Stop	20:13:47 12/28/23
Extra Patrol	20:32:23 12/28/23
Traffic Stop	21:18:20 12/28/23
Alarm Medical	21:44:51 12/28/23
Medical	01:55:00 12/29/23
Suspicious	06:31:29 12/29/23
Traffic Stop	08:58:27 12/29/23
Civil Compl	09:02:07 12/29/23
Civil Compl	11:26:31 12/29/23
Parking Problem	12:52:44 12/29/23
Medical	13:34:04 12/29/23
Public Assist	14:35:28 12/29/23
Threats	15:22:41 12/29/23
Traffic Stop	16:46:32 12/29/23
Alarm Bus	18:19:05 12/29/23
Traffic Stop	18:35:42 12/29/23
Traffic Stop	19:12:53 12/29/23
Medical	19:46:15 12/29/23
Alarm Bus	20:36:11 12/29/23
Traffic Stop	22:11:43 12/29/23
Alarm Bus	02:50:38 12/30/23
Fire Smoke Rpt	06:12:51 12/30/23
Medical	09:16:01 12/30/23
Animal Lost	10:23:56 12/30/23

Accident PD	11:44:51 12/30/23
Animal Lost	13:24:03 12/30/23
Accident HR	15:43:20 12/30/23
Threats	16:46:41 12/30/23
Trespassing	16:48:39 12/30/23
Drugs PCS	18:06:35 12/30/23
Traffic Stop	18:47:25 12/30/23
Traffic Stop	18:54:39 12/30/23
Traffic Stop	19:26:17 12/30/23
Traffic Stop	19:34:24 12/30/23
Traffic Stop	19:36:31 12/30/23
Traffic Stop	19:57:32 12/30/23
Traffic Stop	19:58:05 12/30/23
Traffic Stop	21:09:37 12/30/23
Traffic Stop	21:11:54 12/30/23
Traffic Stop	21:48:29 12/30/23
Traffic Stop	22:41:47 12/30/23
Traffic Stop	22:49:20 12/30/23
Warrant Arrest	23:07:02 12/30/23
Traffic Stop	23:46:09 12/30/23
Medical	01:31:34 12/31/23
Alarm Bus	02:38:09 12/31/23
Traffic Stop	03:40:43 12/31/23
Mental Issue	10:20:07 12/31/23
Wanted Person	14:19:05 12/31/23
Traffic Stop	14:51:01 12/31/23
Traffic Stop	15:12:14 12/31/23
Traffic Stop	15:59:32 12/31/23
Disturb Peace	16:37:52 12/31/23
Traffic Stop	18:24:43 12/31/23
Traffic Stop	18:35:12 12/31/23
Domestic	19:05:48 12/31/23
Traffic Stop	20:07:53 12/31/23
Drugs PCS	20:24:05 12/31/23
Stray Dog	20:35:16 12/31/23
Stray Dog	21:25:59 12/31/23
Traffic Stop	22:05:08 12/31/23
Alarm Bus	22:14:39 12/31/23

City's Strategic Pillars
01/23/24

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

PUBLIC WORKS GOALS

- Replace all water distribution lines less than 6" in diameter to meet minimum main line size requirement. 80%
- Reduce I&I inside sewer collection lines to less than 50% of current rate per Sewer Capital Improvement Plan. 80%
- Implement Airport Pavement, and Master Capital Improvement Plan. 50% *Brought in engineering group to help.*
- Replace Utilities at Wardwell Loop. 35%
- Create Cemetery Master Plan. 5% *on hold SUMMER OF 2024*

EXPENDITURE REQUIRING AUTHORIZATION / PURPOSE OF EXPENDITURE

- 11/29/23 Core & Main, Water Meters - \$9,728.40
- 12/02/23 Keller Associates, 12th & Substation Intersection - \$12,200.00

TRAINING

- NONE

ACCOMPLISHMENTS SINCE LAST REPORT

1. Snow removal and clearing of sidewalk and city owned facilities.
2. Annual Cleaning of water and sewer facilities.
3. Review updates and process with ITD SH-16, SH-44, to SH-52.
4. Replaced 50-year-old box culvert at HWY 16 and Johns Ave
5. Completed alley grading throughout city.
6. Completed Smoke Testing in section of town sewer system.
7. Design for Well #6 at City Park Completed.
8. Walk thru at Payette River Orchards #5 Completed
9. Walk thru at Skyhawk Subdivision is completed
10. New Neptune system is fully functional and very successful
11. Airport Committee is working well and having monthly meetings

PLAN FOR NEXT 30 DAYS

1. Continue our efforts on lead and copper requirements for EPA
2. Quail Run Lift Station contract on hold for development.
3. 12th St Lift Station contract to be approved.
4. Starting grant application for 12th St and Substation intersection.
5. 12th and Substation Intersection Review with Keller Associates continued
6. WWTP/Sewer and WTP/Water Master Plan Update continued.
7. Continuing our efforts to mitigate I&I.
8. Sewer manhole - grout and/or replacement for those leaking water
9. Repair bad water valves and water valve boxes
10. Water valve exercise for all water distribution valves.
11. Upgrade fire hydrants older than 18 years.
12. Work with ITD to get access off Hwy 16 for development of commercial.
13. Get winter equipment and sanding materials prepared.
14. Design new storm system at Washington and E Main.
15. Survey City Storm trunk into Gem County drain.
16. Design for Well #6 at City Park will go to BID 2024
17. Renewing Golf Course Association Lease Agreement.
18. Meet with ITD to discuss findings of HWY 16 Public Meetings.
19. Upgrading signage throughout town in Right of Way.
20. Work on finishing GIS-ing of utilities in new subdivisions.

City's Strategic Pillars

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

Systems Admin Goals (with percentage of completion to date)

- Complete fiber optic network to inner city facilities. **88% Airport & Locust Booster will be last major sites to complete.** Airport city fiber will be complete in coming weeks to our hanger.
- Migrate all servers to cloud over the next 5 years. **35% SysAdmin, Library, Public Works converted to SharePoint cloud storage. Clerks are on deck.**
- Complete Geographic Information System mapping of all city infrastructure assets (ongoing). **80% New fiber infrastructure on deck.**
- Convert city network from a bridged configuration to routed. **45% Initial plan and IP address scheme. Converted City Park, Highlands Booster, Fire Department, Industrial Park, Tin building, and Cemetery thus far.**
- ARPA Projects and Reporting completion. **60% Generator is complete. Building electrical and HVAC are on deck.**

Expenditures requiring authorization from higher and purpose of expenditure

- None

Training last 30 days

No less than Top Ten Accomplishments since last report

1. Keypad door locks wells 8 and 6.
2. Speed dial phone list import for backup 911 phones
3. Updates of Synology and backup of ISP router
4. Justice street fiber easement research
5. Zoom room panel replacement/upgrade
6. GIS cellular upgrade
7. IRON circuits for courthouse and ITD links
8. Comparison of Sophos and Sentinal One products
9. Move wifi access points and new VLAN
10. Setup secondary edge router for city network
11. LynxIT meeting
12. Edgeswitch failure water plant office
13. Joint trench meeting
14. IRON meeting with Gem County onramp
15. GIS TURN Network connection meeting
16. Public Works tracking forms backups
17. Design video request form
18. Veeam license file updates

Plan for next 30 days

19. New employee onramp and training	20. Emmett Fiber customer notification system
21. Firstnet change over, cradlepoints	22. Website citizen notification form
23. Splicing of Airport fiber and conduit installation	24. Cemetery lighting and camera expansion
25. ITD cameras joint project	26. Anthem tower lease agreement
27. 911 updates for phone system extensions	28. Industrial park tower utility easement
29. Multifactor authentication for email	30. Update excel network maps