

City of Emmett Council Meeting

March 12, 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

Cesar Perez offered the Community Invocation

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

Council Present by Phone – None

Council Absent: - None

City Attorney: Jake Sweeten

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

Staff Present by Zoom: None

Public Present: Michael & Shauna Hughes, 1008 E. Main Street; Lyle & Melissa Thompson, 2303 Mountain View Drive; Mark & Teresa Wood, 402 Jade Place; Enrique Galeena, 402 Jade Place; Bob Seebler, 2009 Mill Road; Billy Myers, 1021 W. Idaho Blvd; Will & Reagan Bilson, 1113 Shady Lane; Jethro Batchelor, 904 S. McKinley; Paul Mead, 12374 W. Foxhaven St, Star, ID

Public Present via telephone: None

Amendments to the Agenda: None

Declaration of Conflict of Interest: Councilor Tom Butler asked for recusal on Item 9A

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

ELECTED OFFICIALS:

Mayor: Proclamation, Mayor proclaimed April as World Wish Month in honor of Make a Wish Foundation

City Council: None

Announcements and Good of the Order: Police Chief Kunka pledged Lyle Thompson as Chaplain for the City of Emmett

PUBLIC HEARING:

Mayor Petrie opened the Public Hearing at 7:15 p.m.

Rezone RZ#23-001 with Development Agreement from R-3 (multifamily) to C-Commercial or R-4 Manufactured Home, property location is at 404 E. 12th Street.

Brian Sullivan, Building Official/ Zoning Administrator presented the application and staff recommendations for the development. Paul Mead, applicant, answered questions from the council.

Mayor Petrie asked three times for public comments, there were no comments from the public.

Mayor Petrie closed the public hearing at 7:27 p.m.

Decision of Public Hearing: Council President Henderson **MOVED TO APPROVE APPLICATION #RZ 23-001 AND DEVELOPMENT AGREEMENT, A RE-ZONE FROM R-3, MULTI-FAMILY, TO R-4 MANUFACTURED HOMES FOR PROPERTY LOCATED AT 404 E. 12TH STREET, PARCEL NUMBER RP06N01W079413 FOR APPLICANT PAUL MEAD, ADOPT THE STAFF REPORT AND DIRECT STAFF TO CREATE AN ORDINANCE TO BRING BACK TO COUNCIL FOR APPROVAL.** Seconded by Councilor Butler. Motion Carried by voice vote.

CONSENT AGENDA:

Approval of Minutes – February 27, 2024 – Regular Council Meeting

Approval of Accounts Payables

Approval of Permits – None

Councilor Resinkin **MOVED TO APPROVE THE CONSENT AGENDA.** Seconded by Councilor Harris

Motion carried by voice vote.

BUSINESS:

Clint Seamons, Public Works Director requests approval to move forward with a study on changing the traffic flow patterns on 1st, 2nd and 3rd streets between Hayes Avenue and Pine Street by changing them from two-way streets to one-way streets. Police Chief Steve Kunka presented his opinion and changing the streets and how it would improve the safety of the community. Council President Henderson **MOVED TO APPROVE STARTING THE PROCESS TO MAKE 1ST, 2ND AND 3RD STREETS BETWEEN HAYES AVENUE AND PINE STREET INTO ONE-WAY STREETS AND TO COORDINATE WITH THE GEM COUNTY CHAMBER OF COMMERCE ON THE COST OF SIGNS AND POLES.** Seconded by Councilor Sorenson. Motion carried by voice vote. **5-AYES, 1-ABSTAIN**

Lyleen Jerome, City Clerk requests approval of Ordinance #O2024-01

AN ORDINANCE OF THE CITY OF EMMETT, IDAHO; AMENDING TITLE 1, CHAPTER 5, SECTION 3: MEETINGS OF THE COUNCIL; AND PROVIDING AN EFFECTIVE DATE.

City of Emmett Council Meeting

March 12, 2024

Regular Meeting

Councilor Nebeker **MOVED TO APPROVE ORDINANCE #2024-01 AN ORDINANCE OF THE CITY OF EMMETT, IDAHO; AMENDING TITLE 1, CHAPTER 5, SECTION 3; MEETINGS OF THE COUNCIL; AND PROVIDING AN EFFECTIVE DATE, 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 Resinkin. Mayor called for roll call vote – Council President Henderson – AYE, Councilor Butler – AYE, Councilor Harris – AYE, Councilor Nebeker – AYE, Councilor Resinkin – AYE, Councilor Sorenson – AYE. **Motion Carried 6-AYES, 0-NOES**

Lyleen Jerome, City Clerk read Ordinance #O2024-01 by title only.

Councilor Sorenson **MOVED TO ACCEPT THE FIRST AND ONLY READING OF ORDINANCE #O2024-01, DIRECT THE MAYOR TO SIGN, AND DIRECT THAT IT BE PUBLISHED BY SUMMARY.** Seconded by Council President Henderson. Mayor called for roll call vote. – Council President Henderson – AYE, Councilor Butler – AYE, Councilor Harris – AYE, Councilor Nebeker – AYE, Councilor Resinkin – AYE, Councilor Sorenson – AYE. **Motion Carried 6-AYES, 0-NOES**

Lyleen Jerome, City Clerk request approval of the amended regular council meeting schedule for the remainder of 2024 changing the meeting times from 7:00 p.m. to 5:30 p.m. beginning with the March 26, 2024 meeting. Council President Henderson **MOVED TO APPROVE THE AMENDED REGULAR COUNCIL MEETING SCHEDULE FOR 2024 BEGINNING MARCH 26, 2024.** 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 – No Report
Public Works, Clint Seamons – Reported
IT Systems Director, Mike Knittel – Reported

ADJOURN

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

Meeting adjourned at 7:54 p.m.

Mayor Gordon Petrie

Lyleen Jerome, City Clerk

ORDINANCE O2024-02

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION FOR CERTAIN REAL PROPERTY IN THE CITY OF EMMETT, IDAHO, LOCATED AT 404 E. 12th STREET, FROM R-3, MULTI-FAMILY, TO R-4, MANUFACTURED HOMES; MAKING THE TERMS OF A DEVELOPMENT AGREEMENT CONDITIONS FOR THE ZONING CLASSIFICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Zoning Commission of the City of Emmett, Idaho, pursuant to public notice as required by law, held a public hearing on January 8, 2024 and February 5, 2024 at 6:00 p.m., as required by Section 67-6509 of the Idaho Code, and recommended to the Mayor and Council as follows: that the zoning classification for the property described in the attached Exhibit A and incorporated by this reference as if set out in full, be changed from R-3, Multi-Family to R-4, Manufactured Homes;

WHEREAS, the property is approximately 1.30 acres and is located at 404 E. 12th Street, Emmett, Idaho;

WHEREAS, the Emmett City Council, pursuant to public notice as required by law, held a public hearing on March 12, 2024, at 7:00 p.m., on the proposed zoning change for the real property described in Exhibit A as required by Section 67-6509 of the Idaho Code;

WHEREAS, the Emmett City Council finds that the zoning classification proposed is consistent with the Comprehensive Plan;

WHEREAS, the Emmett City Council finds that the zoning classification should be conditioned upon the terms of a development agreement and that the Development Agreement attached as Exhibit B which is incorporated by this reference as if set out in full, is in the best interest of the City and has been made in accordance with state laws and city ordinances.

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

Section 1: The zoning land use classification for the land described in Exhibit A is hereby classified as R-4, Manufactured Homes, as provided by the Zoning Ordinance of the City. The Zoning Map of the City is hereby amended to include the real property described in Exhibit A in the R-4, Manufactured Home, zoning land use classification.

Section 2: The zoning land use classification set forth in this Ordinance is conditioned upon the terms of the Development Agreement that is attached hereto as Exhibit B being followed.

Section 3: This Ordinance shall take effect and be in force from and after its passage, approval and publication as required by law.

PASSED by the City Council this ____ day of _____, 2024.

APPROVED by the Mayor on this ____ day of _____, 2024.

GORDON PETRIE, MAYOR

ATTEST:

LYLEEN JEROME, CITY CLERK

Exhibit A
Legal Description
MEAD
404 E. 12TH Street

A tract of land in the Southeast quarter of the Southeast quarter of section 7, Township 6 North, Range 1 West, Boise Meridian, Gem County, Idaho, described as follows:

Beginning at the Southeast corner of the Southwest quarter of the Southeast quarter of the Southeast quarter of Section 7, Township 6 North, Range 1 West, Boise Meridian;

Thence North on the East line of the said Southwest quarter of the Southeast quarter of the Southeast quarter 329.2 feet to the Northeast corner of the Southeast quarter of the Southwest quarter of the Southeast quarter of the Southeast quarter;

Thence West 43 feet to the West bank of the Sand Hollow Ditch;

Thence South 38° 00' West along said West bank of ditch, 418 feet to the South line of said Section 7;

Thence East along the Section line 300 feet to the Real Point of Beginning.

EXHIBIT B

DEVELOPMENT AGREEMENT THE CITY OF EMMETT, IDAHO, AND PAUL A. AND TRACEY L. MEAD

THIS DEVELOPMENT AGREEMENT (“Agreement”) is entered into as of this ____ day of _____, 2024, by and between the CITY OF EMMETT, a Political Subdivision of the State of Idaho (“City”) and Paul A. Mead and Tracey L. Mead, husband and wife (“Owners”), pursuant to the authority of Idaho Code § 67-6511A, *et seq.*

BACKGROUND:

Owner is the owner of a certain tract of land in the County of Gem, State of Idaho, which land is more particularly described in Exhibit “A” and is hereinafter referred to as the “Project”; and,

City has authority to rezone property pursuant to Title 9, Chapter 15 of the Emmett City Code and Section 67-6504 of the Idaho Code; and,

City has authority to enter into development agreements to condition annexations and rezones; and,

Owner desires to be assured that it may proceed with development of the Project in accordance with this Agreement. In order to obtain this benefit, Owner has determined that it is advantageous to Owner to enter into the Agreement.

NOW, THEREFORE, in consideration of the promises, covenants, and provisions set forth herein, the parties agree as follows:

Section 1. Development of the Project.

1.1 Effective Date. In accordance with Idaho Code § 67-6511A, this Agreement will be effective upon the publication of Ordinance _____, approving the rezone for the Project, and upon the recordation of this Agreement.

1.2 Permitted Use, Density, and Intensity of Use. This Agreement shall vest the right to develop the Project on land described in Exhibit “A” (Legal Description) and by this reference made a part hereof, with respect to the approved application for the Owner, as restricted by the Conditions of Approval attached to this Agreement as Exhibit “B”, and Development Standards & Conditions attached to this Agreement as Exhibit “C”.

1.3 Changes in State and Federal Law. This Agreement shall not preclude the application to the Project of any law that is specifically mandated and required by changes in state or federal laws or regulations. In the event such law prevents or precludes compliance with one or more provisions of this Agreement, City and Owner shall meet and confer to determine how provisions of this Agreement would need to be modified or suspended in order to comply with the law and shall prepare and process the necessary amendment or amendments to this Agreement, or the City Council may elect to terminate this Agreement pursuant to Section 3.4.

1.4 Police Power. Nothing in this Agreement shall be construed to be in derogation of the City’s police power to protect the public health and safety in the case of an emergency. For purposes of determining whether the City can exercise its police power inconsistent with the provisions and conditions of this Agreement, “emergency” shall mean a sudden, unexpected occurrence, involving a clear and imminent danger, demanding immediate action to prevent or mitigate loss of, or damage to, life, health, property or essential public services involving the Project or the community.

1.5 Surety for Project Completion: In accordance with Emmett City Code and future conditions of approval, the Owner agrees to comply with all lien and/or surety requirements for completion of the project if it is abandoned or otherwise not completed.

Section 2. Cooperation In The Event Of Legal Action.

2.1 In the event of any legal or equitable action or other proceeding instituted by any third party (including a governmental entity or official) challenging the validity of any provision of this Agreement, the parties hereby agree to cooperate in defending such action or proceeding. The City and Owner may agree to select mutually agreeable legal counsel to defend such action or proceeding, or each party may select its own legal counsel. Owner shall pay all reasonable attorneys' fees and costs incurred by the parties arising out of the defense of any third party claim challenging the validity of this Agreement, and Owner shall indemnify the City against any third party costs awarded in such action.

Section 3. Violation; Remedies; Termination.

3.1 General Provisions. Failure or unreasonable delay by the Owner to perform any term or provision of this Agreement, after written notice thereof from the City, shall constitute a violation under this Agreement. Said notice shall specify the nature of the alleged violation and the manner in which said violation may be satisfactorily cured. If the nature of the alleged violation is such that it cannot reasonably be cured within 90 days after written notice, the commencement of the cure within such time period and the diligent prosecution to completion of the cure shall be deemed a cure within such period.

Subject to the foregoing, after notice and expiration of the 90-day period without cure, the violation will be deemed a default under this Agreement and the City, at its option, may institute legal proceedings pursuant to this Agreement and/or give notice of intent to terminate the Agreement.

3.2 Violations by City. In the event City violates any provision under the terms of this Agreement, Owner shall have all rights and remedies provided herein or under applicable law,

including without limitation the right to seek specific performance by the City. But in no event shall Owner have any right to punitive damages.

3.3 Enforced Delay; Extension of Time of Performance.

a) In addition to specific provisions of this Agreement, performance by either party hereunder shall not be deemed to be in default where delays or defaults are due to war, insurrection, strike, walk-out, riot, flood, earthquake, fire, casualty, or act of God.

b) Performance hereunder shall not be deemed in default where delays or defaults are due to governmental agencies. An extension of time necessary to gain approval of another independent governmental agency as required in the conditions of approval will be granted in writing for the period of the enforced delay, or longer as may be mutually agreed upon.

c) Upon the request of either party hereto, an extension of time for such cause will be granted in writing for the period of the enforced delay, or longer as may be mutually agreed upon.

3.4 Termination.

a) This Agreement may be terminated, and the zoning designation upon which the use is based reversed to the zoning district existing immediately prior to the Agreement (deemed appropriate by the City Council), upon the failure by the Owner to comply with the terms and conditions contained in this Agreement after notice by the City to the Owner, or upon the failure of the Owner, each subsequent owner or each other person acquiring an interest in the Project site to comply with the terms and conditions in this Agreement and after the Council has complied with the notice and hearing provisions of Idaho Code § 67-6511A.

Section 4. Hold Harmless – Indemnification.

4.1 Owner shall defend, indemnify, and hold the City, its officers, agents, and employees harmless for injuries to persons or property occurring on the Project arising out of, or resulting from,

the negligence or willful conduct of Owner, its agents or employees in performing Owner's duties described in this Agreement or Owner's development activities on the Project.

In the event the City is alleged to be liable in any manner, as a result of the acts, omissions, or negligence of Owner, the Owner shall indemnify and hold the City harmless from and against all liability, claims, loss, costs, and expenses arising out of, or resulting from Owner's development activities on the Project, and Owner shall defend such allegations through counsel chosen by the City. Owner shall bear all costs, fees, and expenses of such defense, including, but not limited to, all attorney fees and expenses, court costs, and expert witness fees and expenses. Owner shall not be obligated to indemnify or defend the City as set forth above from and against any actions liability, claims, loss, costs, or expenses arising out of, or resulting from, the negligence, gross negligence or willful conduct of the City, its agents, officers or employees.

Owner guarantees the City that all services, programs, or activities provided under this Agreement will be in accordance with all applicable federal, state, and local statutes, regulations, and requirements, including, but not limited to, the Americans with Disabilities Act (ADA). Further, Owner agrees to indemnify, defend, and hold the City harmless from and against any loss, expense, or damage of any type incurred by the City as a result of Owner's breach of the guarantee requirements of this paragraph.

Section 5. Notices.

5.1 Any notice, demand, or other communication ("Notice") given under this Agreement shall be in writing and given personally or by registered or certified mail (return receipt requested). If given by registered or certified mail, a notice shall be deemed to have been given and received on actual receipt by the addressee. If personally delivered, a notice shall be deemed to have been given when delivered to the party to whom it is addressed. A courtesy copy of the notice may be sent by

facsimile transmission. Any party may designate any other address in substitution of the address contained herein by like written notice.

5.2 Notices shall be given to the parties at their addresses set forth below:

If to City, to:

City of Emmett
601 E. 3rd
Emmett, Idaho 83617
Attention: Planning Director
Telephone: 208-365-9569
Facsimile: 208-365-4651

If to Owner, to:

Paul A. and Tracey L. Mead
12374 W. Foxhaven St.
Star, ID 83669
Telephone: 208-954-6784

With copy to:

City Attorney
c/o City Clerk,
501 E. Main
Emmett, Idaho 83617
Telephone: 208-365-5060

Section 6. Assignment.

6.1 If all or any portion of the Project is transferred by Owner to any person or entity (“Transferee”), then Owner may assign or transfer to Transferee all or any portion of its interests, rights, or obligations under this Agreement with respect to the transferred property. The assignment or transfer of interests, rights, or obligations under this Agreement shall not require City approval, but if Owner transfers any portion of the Project to a Transferee, Owner shall continue to be responsible for performing the obligations under this Agreement as to the transferred property until such time as there is delivered to City a legally binding instrument approved by the City whereby Transferee agrees to perform all conditions of approval(s), and/or other obligations of this Agreement applicable to the transferred property as set forth in Idaho Code § 67-6511A.

Section 7. Entire Agreement; Counterparts; Exhibits; Recording.

7.1 Waivers. No provision or condition of this Agreement shall be considered waived unless duly amended as provided in Section 7.1. The failure of the City to require strict performance of any term or condition of this Agreement or to exercise any option herein conferred in any one or all instances shall not be construed to be a waiver or relinquishment of any such term or condition, but the same shall be and remain in full force and effect, unless such waiver is evidenced by the prior written consent of the City.

7.2 Duty to Act Reasonably. Unless otherwise expressly provided, each party shall act reasonably in giving any consent, approval, or taking any other action under this Agreement.

7.3 Exhibits. The following exhibits are attached to this Agreement and incorporated herein by this reference:

Exhibit A – Project Legal Description

Exhibit B – Conditions of Approval

Exhibit C- Development Standards & Conditions

7.4 Recordation of Agreement. The City shall record an executed original of this Agreement at the Gem County Recorder's Office. Owner agrees to pay all recording fees necessary to record this Agreement with the Gem County Recorder's Office.

Section 8. Agreement Appurtenant To The Project.

8.1 This Agreement, including all covenants and conditions set forth herein, is binding on the Owner, each subsequent owner, and each other person acquiring an interest in the Project, and shall be appurtenant to and run with the Project.

Section 9. Miscellaneous.

9.1 Amendment. Modifications to this Agreement may be made only by the permission of the City Council after complying with the notice and hearing provisions of Idaho Code § 67-6511A.

The Agreement may only be modified after public hearing by the City Council. Major modifications as determined by the Planning Director shall require a hearing and recommendation by the Emmett Zoning Commission prior to hearing by the Council.

9.2 Interpretation: Any term contained in this Agreement will be defined pursuant to Title 9 of the Emmett City Code and if not contained therein general common understanding of the word will apply.

9.3 No Agency, Joint Venture or Partnership. City and Owner hereby renounce the existence of any form of joint venture or partnership between the City and Owner and agree that nothing contained herein or in any document executed in connection herewith shall be construed as making City and Owner joint venturers or partners.

9.4 Severability. If any provision of this Agreement or the application of any provision of this Agreement to a particular situation is held by a court of competent jurisdiction to be invalid, void, or unenforceable, such provision shall be disregarded and this Agreement shall continue in effect. However, if such provision is not severable from the balance of the Agreement so that the mutually dependent rights and obligations of the parties remain materially unaffected, this Agreement shall become void.

9.5 Construction. This Agreement has been reviewed and revised by legal counsel for both City and Owner, and no presumption or rule that ambiguities shall be construed against the drafting party shall apply to the interpretation or enforcement of this Agreement. This instrument constitutes and contains the entire Agreement of the parties and supersedes and merges all other prior understandings and/or agreements between the parties, if any, whether verbal or written.

9.6 Choice of Law. This Agreement and its performance shall be construed in accordance with and governed by the laws of the State of Idaho, with venue for any action brought pursuant to this Agreement to be in the Third Judicial District, State of Idaho, County of Gem.

9.7 Merger and Integration. This writing embodies the whole agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained in this Agreement. All previous and contemporaneous communications, representations, or agreements, either verbal or written, between the parties are superseded by this Agreement.

9.8 Third Party Beneficiaries. Nothing contained herein shall create any relationship, contractual or otherwise, with, or any rights in favor of, any third party.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto effective the day and year first above written.

City of Emmett

By: _____
Gordon Petrie, Mayor

ATTEST:

Lyleen Jerome, City Clerk

STATE OF IDAHO)
) ss.
County of Gem)

On this ____ day of _____, 2024, before me a notary public, personally appeared Gordon Petrie, known or identified to me, to be the Mayor of the City of Emmett, and the person who executed the said instrument, and acknowledged to me that he executed the same as Mayor.

Notary Public for Idaho
Commission Expires _____

EXHIBIT A
LEGAL DESCRIPTION

Rezone Parcel:

A tract of land in the Southeast quarter of the Southeast quarter of section 7, Township 6 North, Range 1 West, Boise Meridian, Gem County, Idaho, described as follows:

Beginning at the Southeast corner of the Southwest quarter of the Southeast quarter of the Southeast quarter of Section 7, Township 6 North, Range 1 West, Boise Meridian;

Thence North on the East line of the said Southwest quarter of the Southeast quarter of the Southeast quarter 329.2 feet to the Northeast corner of the Southeast quarter of the Southwest quarter of the Southeast quarter of the Southeast quarter;

Thence West 43 feet to the West bank of the Sand Hollow Ditch;

Thence South 38° 00' West along said West bank of ditch, 418 feet to the South line of said Section 7;

Thence East along th Section line 300 feet to the Real Point of Beginning.

EXHIBIT C

Development Standards & Conditions

1. All future development on the properties shall submit an application for a Certificate of Zoning Compliance prior to submitting for a building permit.
2. Mead RV Park – Rules and Regulations. Rules and Regulations are only enforceable by Owner; not the City of Emmett.

City's Strategic Pillars
3/26/2024

- 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 / Zoning and Subdivision compliance overhaul and revisions----- 2%
- Digitalize and organize all building and zoning files and plans----16%

Permits = February 2024: New house = 16, Foundation Only =, Commercial =, 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 Dagger Falls Subdivision phase 1
10. Review landscape plan for Dagger Falls
11. Start review comp. plan for compliance with zoning and subdivision ordinances.
12. Review floodplain ordinance for compliance with new legislation
13. Construction starting on Gem Valley Town Homes PUD Subdivision

14. Zoning Applications:

- Preliminary/final plat, Minor Sub., Nielsen Lane Subdivision
- Rezone App. 404 E. 12th, recommend approval to Council, 3-12-24 meeting
- Administrative Lot Split, S. Johns

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

March 26, 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

February Transactions

- Billings sent – **3211**
- E-mail Bills - **833**
- ACH (Direct Pay) customers – 725
- Over the counter Water/Sewer payments (checks/cash) – **1645**
- Phone Payments - 34
- On-Line Credit Card Payments – **712**
- Over the counter credit card payments – **95**
- Disconnection late letters mailed - **370**
- Water disconnections due to non-payment - **32**
- New Water/Sewer Accounts opened – **26**
- Cemetery Lots Sold/Deeds Issued – **2**
- Open/Close Cemetery Lots - **2**
- Bartender/ Alcohol/Catering Permits -**5**
- Dog License – **20**
- Business Registration Certificate – **7**
- Vendor Permits/Other License – **1**
- Accounts Payable Claims processed – **159 \$265,438**
- Onboard new employees – **1**
- Terminations -**0**
- Payroll processed- **228 \$438,083**
- Record Requests - **4**
- Construction/remodel of Clerk's office 99% complete
- February account recon and financial report
- Document scanner set up for records retention
- Changed council meeting times from 7:00 to 5:30 p.m.

Plan for next 30 days

- Update and revise application forms
- Cross train utility clerk on accounts payables
- Submit 1095's to IRS
- Audit presentation scheduled for April

City of Emmett, Idaho

Monthly Financial Report

February 2024

OUR CASH...

Account Balances

GENERAL FUND

Cash	\$ 239,670
Investments	\$ 4.059M

STREET FUND

Cash	\$ 178,423
Investments	\$ 1.020M

LIBRARY FUND

Cash	\$ 46,559
Investments	\$ 255,642
Designated Funds	\$ 64,394

CEMETERY FUND

Cash	\$ 2,431
Investments	\$ 139,979

PERPETUAL CARE FUND

CASH	\$ 6,620
INVESTMENTS	\$ 105,981

WATER FUND

Cash	\$ 292,538
Investments	\$ 5.332M
Bond Reserve	\$ 207,933

SEWER FUND

Cash	\$ 295,370
Investments	\$ 6.409M
Bond Reserve	\$ 319,338

SANITATION FUND

Cash	\$ 38,519
Investments	\$138,366

TECHNOLOGY FUND

Cash	\$ 17,263
Investments	\$140,000

GOV'T FUND PROJECTS

ARPA Grant Fund -	\$1,517,287.78
Expended	\$670,294.24
Remaining Principal to use	\$846,993.54
Interest Earned	\$ 64,425.76
Total Funds Available	\$911,419.30

BUDGET VS. ACTUAL YEAR TO DATE

GENERAL FUND REVENUES AND EXPENDITURES

Fiscal Year 2023-24 Budget	\$3,455,988	
Revenues to Date	\$ 1,928,840	56%
Expenditures to Date	\$ 1,670,253	48%

Road & STREET FUND REVENUES AND EXPENDITURES

Fiscal Year 2023-24 Budget	\$ 938,484	
Revenues to Date	\$ 619,635	66%
Expenditures to Date	\$ 283,105	30%

LIBRARY FUND REVENUES AND EXPENDITURES

Fiscal Year 2023-24 Budget	\$ 305,066	
Revenues to Date	\$ 229,519	75%
Expenditures to Date	\$ 106,880	35%

CEMETERY FUND REVENUES AND EXPENDITURES

Fiscal Year 2023-24 Budget	\$ 140,332	
Revenues to Date	\$ 54,486	39%
Expenditures to Date	\$ 63,210	45%

WATER FUND REVENUES AND EXPENDITURES

Fiscal Year 2023-24 Budget	\$2,040,300	
Revenues to Date	\$ 938,158	46%
Expenditures to Date	\$ 525,105	26%

SEWER FUND REVENUES AND EXPENDITURES

Fiscal Year 2023-24 Budget	\$2,483,800	
Revenues to Date	\$ 1,395,508	56%
Expenditures to Date	\$ 639,464	26%

SANITATION FUND REVENUES AND EXPENDITURES

Fiscal Year 2023-24 Budget	\$ 730,050	
Revenues to Date	\$ 316,340	43%
Expenditures to Date	\$ 320,018	44%

TECHNOLOGY UTILITY FUND REVENUES AND EXPENDITURES

Fiscal Year 2023-24 Budget	\$ 27,000	
Revenues to Date	\$ 7,518	28%
Expenditures to Date	\$ 937	3%

SPECIFIC REVENUES COLLECTIONS AT A GLANCE...

PROPERTY TAX COLLECTIONS

Budget	\$2,243,036	
Revenues to Date	\$1,326,953	59%

STATE SHARED REVENUE COLLECTIONS

Budget	\$ 944,937	
Revenues to Date	\$ 452,336	48%

BUILDING PERMIT REVENUES COLLECTIONS

Budget	\$ 75,000	
Revenues to Date	\$ 62,276	87%

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

- Got added to the School district alert system
- Received a new batch of smoke detectors
- Surpluses equipment to Public works
- E1 & E2 worked out motors
- Discussed with Star Fire bring E3 over for maintenance waiting
- Job Fair School
- Spark and Chief participated at an event at the library
- IFCA Volunteer division meeting & Fire Investigator/Inspection meeting
- Prepping for a general session presentation (Recruitment and Retention)
- Prepping class driver operator beginning in March
- Inspections 7 (restaurant)
- Max occupancy Rise both facilities
- Smoke detector batteries
- 3 food trailer inspections
- Finished and disseminated a public information for Fire and EMS POV response

Plan for next 30 days

- Insulate Hazmat trailer
- Yearly training standards
- 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
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City's Strategic Pillars 3/12/2024 @ 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, 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=\$12,013.23+ Grants=\$70,000.00, In-Kind Donations=\$520.00**

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. Pending Start notification next.
- 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/Book Club 3rd Wednesday each month
- Monthly Adult Make n Mingle 2nd Friday each month
- Idaho Community Foundation Grant received \$10,000 + \$2,000 Vender Giving Program
- Fundraiser Greenhouse Donation- Webb Ranch set up, drawing completed & delivered!!
- Bears Books & Brownies earned \$522 !!!!!
- Dr. Seuss Strut very successful with over 172 attending the party Saturday March 2nd.

NEXT 30 DAYS

Summer Reading Planning continues (Adventure at your Library)

Front entrance upgrade will begin April 1 (no joke), expected completion May 6th

Rotary Grant & Program meeting attended & grant has been submitted by March 15th

Quarterly LYNX meetings this month for Circulation, Cataloging and Directors April

Alyce on medical leave March 13th-April 13th (knee replacement), yes I'm doing pretty well, thank you all for prayers and healing thoughts!

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	APR	MAY	JUN	SEP	23-24	22-23
PATRONS											TOTALS	
Resident	5221	5246	5273	5301	5324						5246	5200
NonResident	3655	3689	3699	3712	3737						3689	3627
Adult-Circulation	2322	1932	2103	2439	2640						11436	26885
Teen-Circulation	199	185	183	219	220						1006	3036
Juvenile-Circulation	3244	3165	2625	3120	2777						14931	36305
TOTAL BOOKS	5765	5282	4911	5778	5637	0	0	0	0	0	27373	66226
AudioBks-Music Cir	72	83	126	119	93						493	1468
In-house Tech-Circ	7	25	59	13	14						118	208
In-house Book-Circ	192	227	399	199	101						1118	4562
Trade/Exchange-Circ	117	49	96	72	89						423	1237
Hobbies/Games/Kits-Cir	55	65	66	96	80						362	696
Video/DVD	2934	2861	2662	2056	1548						12061	20917
TOTAL CIRCULATION	9142	8592	8319	8333	7562	0	0	0	0	0	41948	95314
Outreach/Locker Circ	114	121	109	117	112						573	89/716
Children's Activities	133	127	56	96	122						534	2045
Family Activities	24	45	39	42	90						240	580
Computer Usage	219	213	272	273	265						1242	3002
WiFi Usage	161	171	163	142	153						790	1815
Reference/Phone	87	103	111	94	129						524	1572
Meeting Room	21	38	49	109	119						336	1112
Proc: Audios CD's	11	7	14	2	0						34	76
Proc: DVDs/BRay	6	1	59	26	9						101	321
Proc: Books	197	214	124	170	191						896	3097
HobbyCollection/Tech	13	7	6	16	0						42	55
ILL snt/recvd	2	1	1	2	1						7	82
Audios Withdrawn/Hobl	1	11	1	6	5						24	16
Videos/DVD Withdrawn	0	0	11	0	1						12	107
Books Withdrawn	68	42	49	89	4						252	653
Patron Visits	3113	3226	4098	3574	3294						17305	41919
Curbside	0	0	0	0	0						0	3
Volunteers	69	72	43	57	70						311	1273

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.

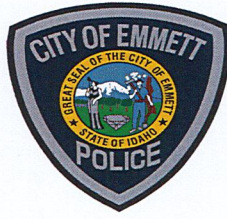
Expenditures requiring authorization from higher and purpose of expenditure

Training Last 30 days

- Officer Nunez has almost completed 3rd phase of FTO and is scheduled to be off FTO Mid-April.
- Officer Hangstefer is on schedule to complete POST Mid-April.
- Will be assigning Officer Harris to ordinance while still attempting to hire a part time ordinance officer.
- Interviews have been completed for the 3 openings that we have as of the 18th of March. 3 Applicants are currently in backgrounds and we received another application this week.
- Lyle Thompson is being pledged in this week as a Chaplain.
- Have enquired from a number of businesses what direction they would like the one-ways to run.
- Have received and put newest leased vehicles online. Two lease vehicles are at end of term and we will be purchasing them for \$9,000 apiece.
- Working with Brian on improving addresses at 1050 Cascade rd.
- Will be meeting with school district to discuss SRO agreement.
- Viewing of city cameras has been given to Gem County Dispatch.
- School district is getting a grant for radios and during process of this have found out how to connect EMS with LE and Fire.
- Have completed updating solicitor/vendor applications and licenses with clerks' office. Also have completed application for Catering Permit.
- Started process of getting a year long grant from ITD that will fund Overtime pay for an entire year. This has been submitted. Will be requesting \$30,000 for the upcoming fiscal year.

Plan for next 30 days

- Need to complete Special events Application and Fee Resolution.
- 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.
- Researching increasing dog impound fees.



EMMETT POLICE DEPARTMENT

February Patrol Statistics

	TOTAL
Felony Arrests - Male	2
Felony Arrests - Female	1
Misd. Arrests - Male	16
Misd. Arrests - Female	5
Traffic Stops	99
Infraction Cite	18
Dispatched Calls	230
Officer Initiated	96
Reports	59
Dogs Taken to Pound	4
Ordinance Calls	13

Nature	Reported
Welfare Check	21:45:11 02/28/24
Traffic Stop	19:39:32 02/28/24
Traffic Stop	18:31:52 02/28/24
Welfare Check	18:07:36 02/28/24
Parking Problem	16:57:26 02/28/24
Medical	13:36:21 02/28/24
Trespassing	11:10:02 02/28/24
Open Door	10:37:22 02/28/24
Suspicious	10:29:27 02/28/24
Property Damage	09:23:39 02/28/24
Traffic Stop	09:01:35 02/28/24
Harassment	07:04:27 02/28/24
Prowler	03:43:49 02/28/24
Motorist Assist	00:53:24 02/28/24
Welfare Check	22:05:03 02/27/24
Disturb Peace	21:16:32 02/27/24
Traffic Stop	20:24:37 02/27/24
Suspicious	17:01:09 02/27/24
Juvenile Prob	16:21:45 02/27/24
Public Assist	12:33:57 02/27/24
Medical	12:23:14 02/27/24
Welfare Check	09:17:58 02/27/24
Property Damage	06:51:46 02/27/24
Disturb Peace	06:48:55 02/27/24
Traffic Stop	00:33:20 02/27/24
Traffic Stop	19:33:18 02/26/24
Suspicious	19:11:04 02/26/24
Traffic Stop	19:06:09 02/26/24
Traffic Compl	18:53:41 02/26/24
Traffic Stop	17:54:00 02/26/24
Animal Cmplnt	17:21:18 02/26/24
Stray Dog	15:21:54 02/26/24
Warrant Arrest	14:27:58 02/26/24
CPO NCO Viol	11:31:10 02/26/24
Burglary Att	06:20:58 02/26/24
Traffic Stop	22:40:18 02/25/24
Traffic Stop	21:58:23 02/25/24
Theft-Automobil	20:46:43 02/25/24
Medical	18:21:47 02/25/24
Welfare Check	17:53:38 02/25/24
Suspicious	17:25:42 02/25/24
Ord Viol EPD	16:43:39 02/25/24
Traffic Stop	16:40:39 02/25/24
Ord Viol EPD	16:26:17 02/25/24

Nature	Reported
Accident PD	13:41:24 02/25/24
Medical	11:31:23 02/25/24
Traffic Stop	02:05:45 02/25/24
Traffic Stop	01:08:14 02/25/24
Traffic Stop	00:51:49 02/25/24
Intoxication	00:15:26 02/25/24
Public Assist	23:49:13 02/24/24
Suspicious Veh	23:09:39 02/24/24
Traffic Stop	22:48:24 02/24/24
Traffic Stop	18:57:03 02/24/24
Traffic Stop	18:11:21 02/24/24
Medical	17:43:13 02/24/24
Alarm Medical	15:48:33 02/24/24
Traffic Compl	11:29:59 02/24/24
Ord Viol EPD	09:56:01 02/24/24
Unwanted Subj	08:17:15 02/24/24
Animal Cmplnt	03:26:03 02/24/24
Traffic Stop	01:27:11 02/24/24
Domestic	23:21:37 02/23/24
Traffic Stop	23:09:00 02/23/24
Traffic Stop	22:33:10 02/23/24
Traffic Stop	22:29:26 02/23/24
Traffic Stop	22:20:32 02/23/24
Traffic Stop	22:05:40 02/23/24
Traffic Stop	21:54:09 02/23/24
Traffic Stop	21:13:02 02/23/24
Animal Cmplnt	20:26:06 02/23/24
Traffic Stop	20:06:19 02/23/24
Assault	19:27:07 02/23/24
Traffic Stop	19:22:57 02/23/24
Parking Problem	18:41:11 02/23/24
Traffic Stop	18:35:27 02/23/24
Traffic Hazard	18:13:58 02/23/24
Traffic Stop	15:14:30 02/23/24
Fish & Game	14:31:32 02/23/24
Accident PD	14:16:50 02/23/24
Traffic Compl	12:21:19 02/23/24
Traffic Compl	12:00:16 02/23/24
911 AHM	11:19:19 02/23/24
Stray Dog	09:06:07 02/23/24
Disturb Peace	02:52:18 02/23/24
Suspicious	00:02:24 02/23/24
Suspicious	18:07:58 02/22/24
Mental Hold	16:40:04 02/22/24

Nature	Reported
Agency Assist	11:36:31 02/22/24
Information	09:05:49 02/22/24
Found Property	07:28:20 02/22/24
Suspicious Veh	01:41:41 02/22/24
Traffic Stop	01:05:10 02/22/24
Domestic	21:37:21 02/21/24
Traffic Compl	20:24:23 02/21/24
Traffic Stop	20:20:36 02/21/24
Traffic Stop	20:03:19 02/21/24
Agency Assist	18:45:18 02/21/24
Public Assist	16:56:55 02/21/24
Stray Dog	13:17:04 02/21/24
Agency Assist	12:59:18 02/21/24
Welfare Check	12:43:46 02/21/24
Medical	10:31:16 02/21/24
Harassment	10:09:26 02/21/24
Juvenile Prob	08:18:15 02/21/24
Suspicious Veh	02:08:14 02/21/24
Traffic Compl	00:16:05 02/21/24
Traffic Stop	23:05:06 02/20/24
Civil Standby	17:48:27 02/20/24
Medical	15:31:52 02/20/24
Theft-Automobil	14:18:05 02/20/24
Traffic Compl	12:43:05 02/20/24
Trespassing	11:21:08 02/20/24
Suicidal Subj	10:59:08 02/20/24
Stray Dog	09:44:11 02/20/24
Accident PD	06:45:19 02/20/24
Mental Issue	06:28:35 02/20/24
Traffic Hazard	05:39:57 02/20/24
Welfare Check	23:22:36 02/19/24
Traffic Stop	23:16:50 02/19/24
Traffic Stop	22:16:13 02/19/24
Welfare Check	22:10:22 02/19/24
Trespassing	20:40:16 02/19/24
Probation Viol	20:18:28 02/19/24
Traffic Stop	19:19:16 02/19/24
Traffic Stop	18:42:20 02/19/24
Traffic Compl	18:00:06 02/19/24
Elder Abuse	16:42:14 02/19/24
Alarm Res	16:20:01 02/19/24
Traffic Stop	14:26:06 02/19/24
Ord Viol EPD	13:20:14 02/19/24
Disabled Veh	13:15:55 02/19/24

Nature	Reported
Welfare Check	13:11:54 02/19/24
Traffic Stop	11:50:23 02/19/24
911 AHM	10:36:38 02/19/24
Traffic Stop	09:55:48 02/19/24
Traffic Stop	09:43:49 02/19/24
Domestic	02:00:31 02/19/24
Traffic Stop	00:53:04 02/19/24
911 AHM	00:34:09 02/19/24
DUI	23:47:10 02/18/24
911 AHM	22:37:49 02/18/24
DWP	20:24:34 02/18/24
Traffic Stop	19:13:07 02/18/24
Runaway	17:48:39 02/18/24
Extra Patrol	17:18:46 02/18/24
Wanted Person	14:40:43 02/18/24
Battery	09:08:33 02/18/24
Suspicious Veh	01:26:06 02/18/24
DUI	01:14:00 02/18/24
Traffic Stop	01:07:59 02/18/24
Traffic Stop	00:07:08 02/18/24
Traffic Stop	23:54:07 02/17/24
Disturb Peace	20:57:26 02/17/24
Disturb Peace	20:18:06 02/17/24
Runaway	17:16:36 02/17/24
Lost Property	15:45:22 02/17/24
Stray Dog	14:22:38 02/17/24
Animal Cruelty	13:20:14 02/17/24
Traffic Stop	02:05:10 02/17/24
Animal Cmplnt	23:57:17 02/16/24
Traffic Stop	23:46:16 02/16/24
Traffic Stop	23:08:35 02/16/24
Traffic Compl	22:45:39 02/16/24
Alarm Bus	22:33:06 02/16/24
Traffic Stop	21:45:22 02/16/24
Traffic Stop	21:34:20 02/16/24
Traffic Stop	21:30:17 02/16/24
Traffic Stop	20:05:58 02/16/24
Traffic Stop	19:54:11 02/16/24
Traffic Compl	19:51:40 02/16/24
Welfare Check	19:20:12 02/16/24
Agency Assist	19:09:44 02/16/24
Threats	16:36:27 02/16/24
Warrant Arrest	16:33:04 02/16/24
Medical	16:23:21 02/16/24

Nature	Reported
Mental Hold	15:20:19 02/16/24
Threats	14:38:36 02/16/24
Medical	11:31:59 02/16/24
Agency Assist	11:06:44 02/16/24
Stray Dog	10:56:55 02/16/24
Welfare Check	09:55:23 02/16/24
Lockout	09:32:06 02/16/24
Fire Smoke Rpt	04:07:57 02/16/24
Traffic Stop	23:24:41 02/15/24
Property Damage	20:15:06 02/15/24
Accident PD	17:32:38 02/15/24
Medical	17:23:24 02/15/24
Traffic Compl	16:25:23 02/15/24
Traffic Stop	15:58:11 02/15/24
Traffic Stop	15:36:28 02/15/24
Animal Cmplnt	15:06:18 02/15/24
Ord Viol EPD	13:52:03 02/15/24
Child Abuse	12:14:49 02/15/24
Traffic Stop	10:12:55 02/15/24
Parking Problem	09:57:45 02/15/24
Traffic Stop	09:31:32 02/15/24
Traffic Stop	09:12:03 02/15/24
Trespassing	08:44:35 02/15/24
Traffic Stop	23:08:51 02/14/24
Public Assist	20:48:08 02/14/24
Threats	16:36:38 02/14/24
Traffic Stop	14:59:50 02/14/24
Medical	14:40:52 02/14/24
Parking Problem	14:36:20 02/14/24
Trespassing	13:14:07 02/14/24
Sex Offense	12:22:04 02/14/24
Traffic Stop	12:09:08 02/14/24
Traffic Hazard	11:35:15 02/14/24
Property Damage	09:49:17 02/14/24
Traffic Stop	09:47:49 02/14/24
Traffic Stop	09:41:43 02/14/24
Traffic Stop	23:31:23 02/13/24
Traffic Compl	22:51:53 02/13/24
Theft	21:07:49 02/13/24
Stalking	18:16:46 02/13/24
Harassment	16:24:10 02/13/24
Stray Dog	15:09:10 02/13/24
Traffic Hazard	13:02:39 02/13/24
Ord Viol EPD	10:16:00 02/13/24

Nature	Reported
Traffic Stop	06:55:41 02/13/24
Medical	00:57:56 02/13/24
Traffic Stop	23:09:45 02/12/24
Motorist Assist	22:21:44 02/12/24
Traffic Stop	22:21:20 02/12/24
Traffic Stop	21:56:44 02/12/24
Battery	19:55:46 02/12/24
Public Assist	17:52:53 02/12/24
Welfare Check	17:01:27 02/12/24
Ord Viol EPD	16:59:40 02/12/24
911 AHM	16:38:45 02/12/24
Accident PD	14:46:28 02/12/24
Ord Viol EPD	13:52:30 02/12/24
Traffic Compl	13:23:31 02/12/24
Agency Assist	10:33:49 02/12/24
Suspicious	02:30:48 02/12/24
Domestic	22:14:00 02/11/24
Traffic Stop	22:11:33 02/11/24
Traffic Stop	22:00:33 02/11/24
Traffic Stop	21:39:14 02/11/24
Traffic Stop	21:14:08 02/11/24
Disorderly	17:03:54 02/11/24
Civil Compl	15:12:25 02/11/24
Traffic Stop	14:49:23 02/11/24
Disabled Veh	12:13:02 02/11/24
Alarm Res	12:10:51 02/11/24
911 AHM	10:52:41 02/11/24
Traffic Stop	03:32:03 02/11/24
Juvenile Prob	00:05:50 02/11/24
Disturb Peace	22:57:31 02/10/24
Disturb Peace	20:01:23 02/10/24
Medical	19:41:39 02/10/24
911 AHM	18:45:02 02/10/24
CPO NCO Viol	18:21:14 02/10/24
Medical	17:33:25 02/10/24
Theft	17:21:50 02/10/24
Traffic Stop	16:58:55 02/10/24
Disabled Veh	16:41:00 02/10/24
Suspicious	16:28:27 02/10/24
Illegal Burning	14:53:49 02/10/24
Illegal Burning	13:55:50 02/10/24
Traffic Stop	13:22:39 02/10/24
911 AHM	09:36:28 02/10/24
Alarm Medical	09:31:14 02/10/24

Nature	Reported
911 AHM	02:12:42 02/10/24
Suicidal Subj	23:37:40 02/09/24
DUI	22:53:48 02/09/24
Alarm Res	22:45:45 02/09/24
Traffic Stop	22:45:08 02/09/24
Traffic Stop	21:23:30 02/09/24
Traffic Stop	21:04:29 02/09/24
Traffic Stop	19:21:22 02/09/24
Traffic Stop	18:12:17 02/09/24
Traffic Stop	18:00:47 02/09/24
Animal Found	17:52:59 02/09/24
Found Child	16:28:24 02/09/24
Accident PD	16:10:47 02/09/24
Accident PD	11:17:00 02/09/24
Medical	11:01:47 02/09/24
Accident PD	10:10:50 02/09/24
Parking Problem	10:05:17 02/09/24
Motorist Assist	23:58:19 02/08/24
Suspicious Veh	21:53:42 02/08/24
Public Assist	18:42:34 02/08/24
Custodial Int	18:32:02 02/08/24
Alarm Res	16:07:14 02/08/24
Theft-Automobil	13:28:22 02/08/24
Agency Assist	12:52:49 02/08/24
Medical	08:43:41 02/08/24
Bomb Threat/Att	06:43:48 02/08/24
Mental Issue	06:36:21 02/08/24
Traffic Stop	21:09:26 02/07/24
Traffic Stop	20:59:44 02/07/24
Unwanted Subj	20:52:41 02/07/24
Traffic Compl	20:48:52 02/07/24
Welfare Check	18:42:38 02/07/24
Harassment	17:10:49 02/07/24
Traffic Stop	16:45:06 02/07/24
Agency Assist	13:48:55 02/07/24
Funeral Escort	11:52:07 02/07/24
Stray Dog	11:13:20 02/07/24
Welfare Check	09:50:51 02/07/24
Child Abuse	08:36:42 02/07/24
Traffic Stop	08:34:15 02/07/24
Traffic Stop	08:25:00 02/07/24
Traffic Stop	22:51:47 02/06/24
Child Abuse	22:28:32 02/06/24
Welfare Check	20:52:44 02/06/24

Nature	Reported
Traffic Stop	19:23:03 02/06/24
Harassment	19:05:14 02/06/24
911 AHM	18:57:20 02/06/24
Animal Cmplnt	17:26:06 02/06/24
Battery	15:20:11 02/06/24
Runaway	11:15:00 02/06/24
Warrant Arrest	10:59:25 02/06/24
Traffic Stop	10:57:08 02/06/24
Medical	10:24:53 02/06/24
Burglary Att	08:21:13 02/06/24
Animal Found	06:47:03 02/06/24
Alarm Medical	17:53:23 02/05/24
Welfare Check	16:10:30 02/05/24
Welfare Check	15:30:22 02/05/24
CPO NCO Viol	14:38:24 02/05/24
Wanted Person	14:36:33 02/05/24
Traffic Stop	14:25:32 02/05/24
ABANDONED VEH	13:39:53 02/05/24
Fraud	09:35:53 02/05/24
Suspicious	04:21:01 02/05/24
Suspicious Veh	23:57:52 02/04/24
Suspicious Veh	22:21:25 02/04/24
Battery	21:47:54 02/04/24
Medical	20:58:16 02/04/24
911 AHM	19:11:10 02/04/24
Public Assist	18:46:27 02/04/24
Suspicious	16:31:50 02/04/24
DUI	16:15:44 02/04/24
Mental Issue	15:56:29 02/04/24
Traffic Compl	12:33:17 02/04/24
Mental Hold	02:39:50 02/04/24
Traffic Stop	00:31:00 02/04/24
CPO NCO Viol	23:56:23 02/03/24
Traffic Stop	22:47:55 02/03/24
Animal Lost	22:07:58 02/03/24
Traffic Stop	21:56:44 02/03/24
Traffic Stop	21:08:45 02/03/24
Traffic Stop	20:35:25 02/03/24
Traffic Stop	19:24:11 02/03/24
Traffic Stop	18:58:13 02/03/24
Traffic Stop	18:39:52 02/03/24
Accident PI	17:41:09 02/03/24
Funeral Escort	11:49:16 02/03/24
Drugs PCS	11:21:22 02/03/24

Nature	Reported
Traffic Stop	10:59:07 02/03/24
Traffic Stop	10:56:36 02/03/24
Public Assist	10:21:19 02/03/24
Traffic Stop	01:31:51 02/03/24
Extra Patrol	01:26:06 02/03/24
Suspicious Veh	00:54:14 02/03/24
Suspicious	00:17:57 02/03/24
Traffic Stop	00:07:05 02/03/24
Suspicious	23:34:02 02/02/24
Traffic Stop	23:08:53 02/02/24
Traffic Stop	22:31:14 02/02/24
Suspicious	22:16:37 02/02/24
Traffic Stop	22:01:39 02/02/24
Traffic Stop	21:31:38 02/02/24
Traffic Stop	20:32:59 02/02/24
Traffic Stop	20:11:13 02/02/24
Traffic Stop	19:56:20 02/02/24
Traffic Stop	19:26:46 02/02/24
Welfare Check	15:32:38 02/02/24
Suspicious	14:42:05 02/02/24
Fire Structure	11:21:49 02/02/24
Welfare Check	10:37:29 02/02/24
Medical	06:52:03 02/02/24
Alarm Bus	01:09:09 02/02/24
Traffic Stop	00:56:39 02/02/24
Medical	00:06:17 02/02/24
Suspicious	21:37:06 02/01/24
Public Assist	17:17:37 02/01/24
Welfare Check	16:33:34 02/01/24
Traffic Stop	16:29:49 02/01/24
Medical	12:13:31 02/01/24
Found Property	11:05:43 02/01/24
Sex Offense	10:43:56 02/01/24
Theft	09:36:43 02/01/24

City's Strategic Pillars
03/26/24

- 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% *Holding for survey.*
- Create Cemetery Master Plan. 5% *on hold SUMMER OF 2024*

EXPENDITURE REQUIRING AUTHORIZATION / PURPOSE OF EXPENDITURE

- 02/12/24 Sawtooth Land Surveying, FY22 City Monuments - \$14,027.50

TRAINING

- 2/11/24 and 2/14/24 CDL Training One Employee
- 3/11/24 Water Distribution III Certification Review, One Employee

ACCOMPLISHMENTS SINCE LAST REPORT

1. Annual Cleaning of water and sewer facilities.
2. Review updates and process with ITD SH-16, SH-44, to SH-52.
3. Design for Well #6 at City Park Completed.
4. New Neptune system is fully functional and very successful
5. Airport Committee is working well and having monthly meetings
6. Repaired 8" sewer main in the alley S. 800 Block Washington.

PLAN FOR NEXT 30 DAYS

1. Quail Run Lift Station contract on hold for development.
2. 12th St Lift Station contract to be approved.
3. Starting grant application for 12th St and Substation intersection.
4. 12th and Substation Intersection Review with Keller Associates continued
5. WWTP/Sewer and WTP/Water Master Plan Update continued.
6. Continuing our efforts to mitigate I&I.
7. Sewer manhole - grout and/or replacement for those leaking water
8. Repair bad water valves and water valve boxes
9. Water valve exercise for all water distribution valves.
10. Upgrade fire hydrants older than 18 years.
11. Work with ITD to get access off Hwy 16 for development of commercial.
12. Get winter equipment and sanding materials prepared.
13. Design new storm system at Washington and E Main.
14. Survey City Storm trunk into Gem County drain.
15. Design for Well #6 at City Park will go to BID 2024
16. Renewing Golf Course Association Lease Agreement.
17. Meet with ITD to discuss findings of HWY 16 Public Meetings.
18. Upgrading signage throughout town in Right of Way.
19. Work on finishing GIS-ing of utilities in new subdivisions.
20. Alley grading throughout the city.
21. Started lead and copper report for IDEQ/EPA
22. Sweeping all roads from snow event
23. Installing new conduits for Locust Booster Station and Fiber facility
24. Installing lights at city park.
25. Fix concrete side works at splash pad
26. Install conduit for lighting at city park.

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. **92% Locust Booster will be last major site to complete.** Airport fiber done! Locust fiber will be summer/fall 2024 target.
- 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% Dagger Falls and other new meters on deck for recording.**
- Convert city network from a bridged configuration to routed. **45% Initial plan and IP address scheme done. Converted City Park, Highlands Booster, Fire Department, Industrial Park, Tin building, Airport and Cemetery thus far.**
- ARPA Projects and Reporting completion. **Locust part of the project 65% complete: Generator is complete. Fiber 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. PD workstation fix x3
2. Locust building hardware order for doors
3. Unifi access points firmware updates
4. Fatbeam IP address updates across network
5. New EOC phones and cable termination
6. Computer rotation council chambers
7. NAPA software update
8. New printer setup at cemetery
9. Sophos alert on desktop, mitigation
10. Repair smart lock on annex
11. Middle school wiring for SRO office
12. ARIN registration for new /24 of public IP addresses
13. Envisionware report and website forms backups
14. Run network cable and power to Locust cabinet
15. BGP programming for new block of IP addresses
16. Network improvement plan and research
17. Deploy secondary Edge Router on city network

Plan for next 30 days

18. New employee onramp and training	19. Emmett Fiber customer notification system
20. Firstnet change over, cradlepoints	21. Website citizen notification form
22. Locust fiber building shelving construction	23. Cemetery lighting and camera expansion
24. ITD cameras joint project	25. Trailer cover completion
26. Spillman server hard line connection to county	27. Industrial park tower utility easement
28. Multifactor authentication for email	29. Update excel network maps