

City of Emmett

April 9, 2024

Joint Regular Quarterly Meeting

Gem County Commissioners & Emmett City Council

The Emmett City Council and the Gem County Commissioners held a meeting at 501 E. Main Street, Emmett, Idaho.

Mayor Petrie called the meeting to order at 4:00 p.m.

Mayor Petrie led the Pledge of Allegiance

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

Commissioners Present: Chairman Bill Butticci, Commissioner Mark Rekow, Commissioner Kirk Wille

Absent:

Counsel Present: City Attorney Jake Sweeten

Absent:

Staff Present: Lyleen Jerome, Clint Seamons, Steve Kunka, Curt Christensen, Mike Knittel, Neal Capps, Mike Welsh, Len McCaulou, Shelly Tilton

Public Present: Jethro Batchelor, 904 S. McKinley, Emmett, ID

Public Present via telephone: None

Amendments to the Agenda: None

Declaration of Conflict of Interest: None

EMS Impact Fees:

Chief Mike Welsh, Gem County Fire/EMS along with Commissioner Wille presented a proposal to the City Council to consider the collection of EMS Impact Fees from new construction development in the city limits. The impact fee would be \$401.00 per residential home built and would be included in the building permit fee collection process. The city would not be responsible for the accounting or collection, the fee will be paid to Gem County before the City building permit is approved and issued. An Intergovernmental Agreement between the City of Emmett and Gem County will need to be implemented in addition to the approval of an ordinance before the impact fee collection process becomes policy.

ITD Bypass Study Partnership with ITD, City of Emmett and Gem County:

Neal Capps, Gem County Road & Bridge Department and Clint Seamons, City Public Works Director presented a request to jointly support a road bypass study for the future of Highway 16. This would be an expansion plan for the future of Emmett and Gem County for road construction to accommodate future growth. Gem County Commissioners asked for a \$50,000 pledge from the City of Emmett for partial cost of the study. The request will be evaluated at a future meeting of the Emmett City Council.

Adjourn: Council President Henderson **MOVED TO ADJOURN**, seconded by Councilor Resinkin. **Motion carried by voice vote.** Meeting adjourned at 4:36 p.m.

Mayor Gordon Petrie

Lyleen Jerome, City Clerk

City of Emmett Council Meeting

April 9, 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 5:30 p.m.
Mayor Petrie led the Pledge of Allegiance
Laura Dodson offered the Community Invocation

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

Council Present by Phone – None

Council Absent:

City Attorney: Jake Sweeten

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

Staff Present by Zoom: None

Public Present: Carla Porath, 403 E. 2nd Street, Emmett, ID

Amendments to the Agenda: None

Declaration of Conflict of Interest: None

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

ELECTED OFFICIALS:

Mayor: Proclamations: 2024 National Library Week

City Council: None

Announcements and Good of the Order: None

PUBLIC HEARING:

Special Event Permit Application and Fee Structure

Mayor Petrie opened the Public Haring at 5:35 p.m. Curt Christensen, Fire Chief and Steve Kunka, Police Chief presented the application and answered questions from the Council.

Mayor Petrie asked for any public comments three times, no public comments were made.

Mayor Petrie closed the public hearing at 5:45 p.m.

DECISION OF PUBLIC HEARING: Council President Henderson **MOVED TO APPROVE SPECIAL EVENT PERMIT AND FEE STRUCTURE**, Seconded by Councilor Resinkin. Motion carried by voice vote.

CONSENT AGENDA:

Approval of Minutes – March 26, 2024 – Regular Council Meeting

Approval of Accounts Payables

Approval of Permits – None

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

BUSINESS:

Curt Christensen, Fire Chief requests approval of Resolution #R2024-01 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EMMETT, IDAHO, EMMETT SPECIAL EVENT FEES. Councilor Butler **MOVED TO APPROVE RESOLUTION #R2024-01**, Seconded by Councilor Harris. Motion carried by voice vote.

Steve Kunka, Police Chief requests approval of an increase in the Step Program Rate Scale for the Emmett Police Department. Councilor Butler **MOVED TO APPROVE EMMETT POLICE DEPARTMENT MODIFIED STEP PROGRAM RATE SCALE EFFECTIVE IMMEDIATELY**. Seconded by Councilor Resinkin. Motion carried by voice vote.

ACTIVITY REPORTS:

Building Official/City Planner – Brian Sullivan – Reported

City Clerk, Lyleen Jerome – Reported

Fire – Curt Christensen - Reported

Library Director, Alyce Kelley – Absent

Police Chief, Steve Kunka – Reported

Public Works, Clint Seamons – Reported

IT Systems Director, Mike Knittel – Reported

ADJOURN

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

Meeting adjourned at 6:06 p.m.

Mayor Gordon Petrie

Lyleen Jerome, City Clerk



CITY OF EMMETT

Bartender Permit Checklist

Applicant Name MICHELE L CALLENS

Date Application Received 03/06/24 By RLR

- 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) – WILL

RECEIVE RENEWAL LICENSE AFTER EXPIRATION DATE DUE TO COUNCIL DATES

Police Department

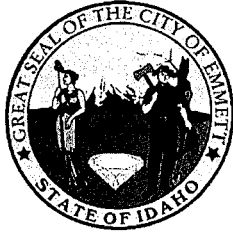
- Background Check W. Hanks
Emmett Police Name/Records Check
- _____
Gem County Sheriff's Name/Records Check
- _____
Application Approved
- _____
Application Denied
- Chief of Police (signature) [Signature] Date 4-4-24
- Fingerprint Results Attached (New only) _____

City Council

- Added to Council Agenda for approval
- City Council Approved Yes No 4/23/24
Council Date

Official Permit

- Created _____
- Mailed _____
- Tracking # _____



CITY OF EMMETT

Bartender Permit Checklist

Applicant Name MARTHA VOERMANS

Date Application Received 03/25/24 By LR

- 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) – WILL

RECEIVE RENEWAL LICENSE AFTER EXPIRATION DATE DUE TO COUNCIL DATES

Police Department

Background Check

V. Loh

Emmett Police Name/Records Check

Gem County Sheriff's Name/Records Check

Application Approved

Application Denied

Chief of Police (signature)

Date

4-15-24

Fingerprint Results Attached (New only) _____

City Council

Added to Council Agenda for approval

City Council Approved Yes No

Council Date

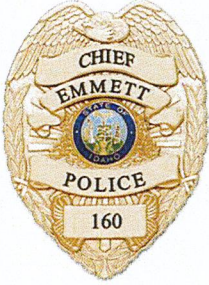
4/23/24

Official Permit

Created _____

Mailed _____

Tracking # _____



EMMETT POLICE DEPARTMENT

501 E. Main Street – Emmett, ID 83617

Fax 365-6062 Phone 365-6055

Steve Kunka, Chief of Police

April 17, 2024

Emmett City Mayor
Emmett City Council

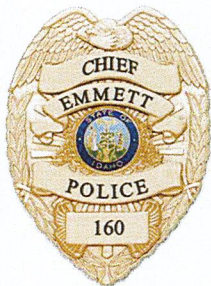
This letter is written to show the Emmett Police Department's support of the attached road closures for the Gem County Recreation District's Children Parade June 14, 2024.

Kristen Seitz and I have already spoken about the traffic plan that I have approved (see attached) and Kristen has submitted a letter to city council explaining what is expected of them and us during the parade (see attached letter). I have agreed to provide traffic control at the majority of the intersections on the parade route like we have in the past and will be advising Gem County E.M.S. because of where they are located. The traffic control officers will either be the officers on duty, unpaid reserve officers and the police chief.

I believe that if any concerns or issues come up, they will be resolved between Kristen Seitz, Clint Seamons or me.

Steve Kunka,

Chief of Police



EMMETT POLICE DEPARTMENT

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

Steve Kunka, Chief of Police

April 17, 2024

Emmett City Mayor
Emmett City Council

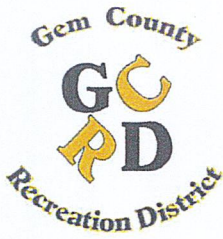
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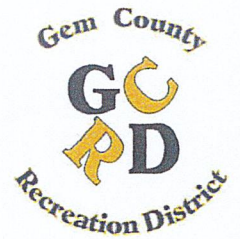
I believe that if any concerns or issues come up, they will be resolved between Kristen Seitz, Clint Seamons or me.

Steve Kunka,

Chief of Police



To Create Recreational Activities and
Community Programs to Enrich Your Quality of Life.



April 3, 2024

Mayor & Emmett City Council
501 East Main
Emmett, Idaho 83617

Dear Mayor & City Council:

We would like to thank you for allowing the Gem County Recreation District to have the Childrens Parade each year during Cherry Festival. This year's event is approaching fast (June 14) and we would like to request the following road closures and assistance.

1. That the alley way behind Main Street Beverage be closed from 4:30 to 6:45pm for a staging area for the Animals & Horse Divisions.
2. That from Commercial to Johns there be *no cars* parked on Main Street during the Childrens Parade from 5 – 7:30pm. The parade will start at 6:30 pm on North Commercial with Police escort and go down Main St to Johns where the participants will turn right and be on their way.
 - a. We will put out candle cones & signs before 8 am, the day of the event. We will not tow anyone if they are not moved.
3. That our horse division have a police escort back to the dirt parking lot by Main Street Beverage from Johns.
4. Once we get approval we will reserve Blaser Park and submit the application to ITD.

Please find attached the Traffic Control Plan.

1. We are in contact with Chief Kunka about providing flaggers to man intersections.
2. We are talking to the Chamber of Commerce about using the barricades from their parade for the Childrens Parade.

We will have one person to follow behind the horses, goats and dogs in case it is needed.

If there are any questions please contact me at 208-365-5748.

Thank you for your time on this matter.

Kristen Seitz
Office Coordinator
Gem County Recreation District



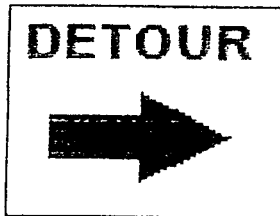
IDAHO TRAFFIC CONTROL
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Bridget Lancaster
 4/23/17

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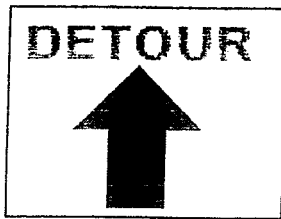
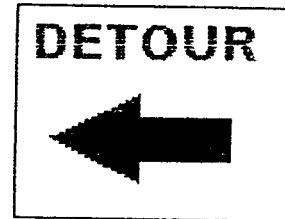
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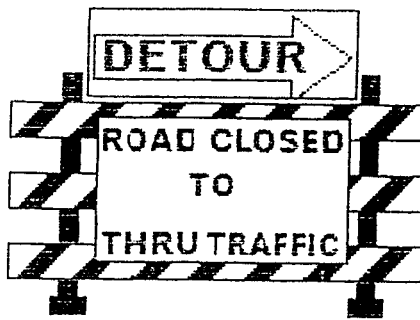
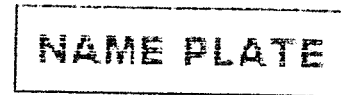
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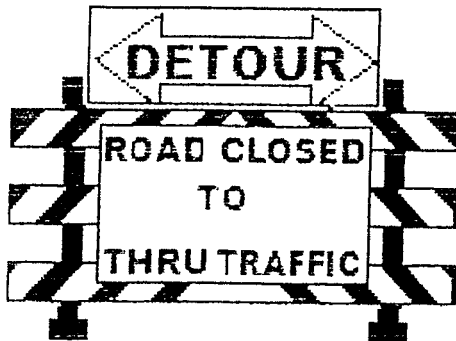
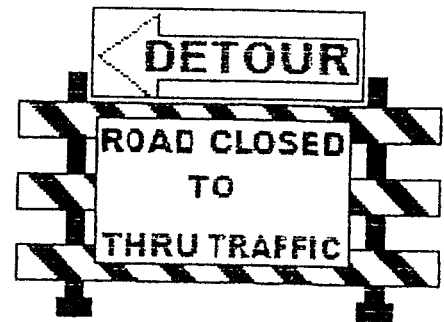
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NOTE: ALL SIGN SPACING 100'

Cherry Festival Parade Route Traffic Control Duties 2019

The following is the assigned areas of traffic control for both the kid's parade on June 14, 2019 and the main parade on June 15, 2019. Please check into service ON THE COMPUTER for parade duty but make sure to log off of mobile CAD without checking off duty. The reason for logging off is because of the lack of licenses available for mobile CAD

Kid's parade: Be in your cars by 1800 hrs and at your assigned area by 1820 hrs

Parade starts at 1830 hrs

111	N. Washington Ave. and Park St. w/ traffic barricades
169	Main & S. Washington Ave
170	W. Main & Commercial w/ traffic barricades
171	E. Main St. and Johns Ave. w/ traffic barricades
167	E. Main St. and S. Hayes Ave.
COP	E. Main St. and N. Hayes Ave.
COP	E. Main St. and S. Wardwell Ave.
166	E. Main St. and N. Wardwell Ave.
164	E. Main St. and S. McKinley Ave.
173	E. Main St. and N. McKinley Ave.
168	Park Foot Patrol
193	Park Foot Patrol
162	Call taker during parade
169	Call taker during parade
151	Working graves does not come in until 2000

Main Parade: Be in your cars by 1730 hrs and at your assigned area by 1750 hrs

Parade starts at 1800 hrs

111	N. Washington Ave. and Park St. w/ traffic barricades
170	Main & S. Washington Ave
171	E. Main St. and Johns Ave. w/ traffic barricades
167	E. Main St. and S. Hayes Ave.
COP	E. Main St. and N. Hayes Ave.
COP	E. Main St. and S. Wardwell Ave.
166	E. Main St. and N. Wardwell Ave.
164	E. Main St. and S. McKinley Ave.
173	E. Main St. and N. McKinley Ave.
190	S. Washington Ave. and E. 1st St.
154	S. Washington Ave. and W. 1st St.-Auto Zone Parking lot
	S. Washington Ave. and E. 2nd St.
170	S. Washington Ave. and W. 2nd St.
FIRE	S. Johns Ave. and E. 1st St.
168	Park Foot Patrol
193	Park Foot Patrol
160	Leading parade in new car
165	Working graves does not come in until 2000
162	Call taker during parade-East side of Washington
169	Call taker during parade-West side of Washington

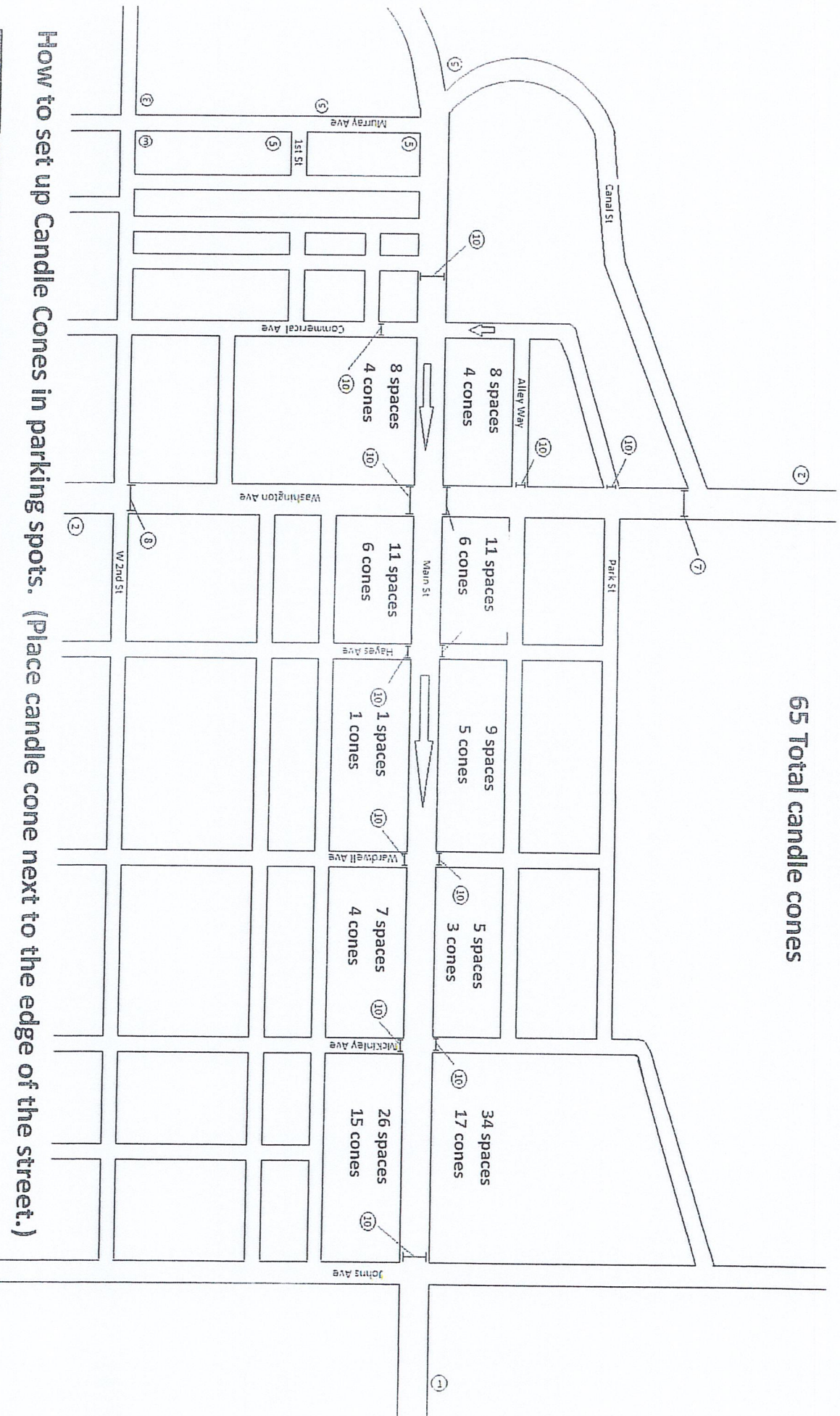
Please review your event assignments and be in position at the time listed.

When the parade begins no one is to allow any vehicle to drive along the parade route except to cross the street until the front of the parade is within 2 blocks of your position

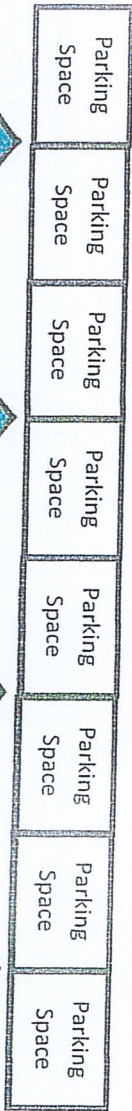
If you have any questions please ask. Thank you!

Map for amounts of Candle Cones on Main Street

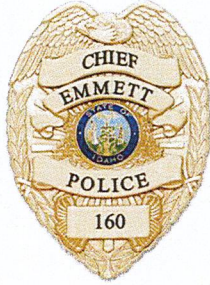
65 Total candle cones



How to set up Candle Cones in parking spots. (Place candle cone next to the edge of the street.)



Indicates Candle Cones



EMMETT POLICE DEPARTMENT

501 E. Main Street – Emmett, ID 83617

Fax 365-6062 Phone 365-6055

Steve Kunka, Chief of Police

April 17, 2024

Mayor Gordon Petrie
Emmett City Council

I am responding to the request I received April 10, 2024 from the Gem County Chamber of Commerce. I am approving their requests for road closures on Saturday, June 15, 2024 from 5:30 pm – 7:00 pm from the corner of East Main Street and Washington Avenue to the corner of East Main Street and South Johns Avenue, road closures for the Fireman's Hose Competition on East Main Street between Wardwell Avenue and McKinley Avenue, on Saturday, June 15, 2024 from 8:00 a.m. – 1:30 p.m., road closure for the Lions Car Show on East Main Street between McKinley Avenue and South Johns Avenue, on Saturday, June 15, 2024 from 6:00 am – 4:00 pm. and road closure of Dewey St. between Johns Ave. and Park St. starting Sunday, June 8, 2024 to Sunday, June 16, 2024. This letter is written to show the Emmett Police Department's support of the above road closures.

Tina Hefley, Chamber Admin. Assistant also attached traffic plans from Idaho Traffic Control which I have approved. I have also agreed to work along with the Gem County Sheriff's Office to provide additional law enforcement presence and crowd control during the parade.

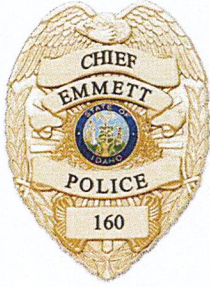
One item still needed is the state highway traffic permit. Once this is obtained by the Chamber the Emmett Police, Fire and Public Works departments will give its final approval.

I believe that if any concerns or issues come up, they will be resolved between Tina Hefley, Clint Seamons, Sheriff Wunder or me. The Chamber of Commerce has always worked very well with the police department and I am in full support of this event.

Steve Kunka

A handwritten signature in black ink, appearing to read "Steve Kunka", written over a horizontal line.

Chief of Police



EMMETT POLICE DEPARTMENT

501 E. Main Street – Emmett, ID 83617

Fax 365-6062 Phone 365-6055

Steve Kunka, Chief of Police

April 17, 2024

Mayor Gordon Petrie
Emmett City Council

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Steve Kunka

Chief of Police



April 9, 2024

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

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

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

- 1) For the 2024 Emmett Cherry Festival Event, use of the Emmett City Park from June 7-16, 2024 (Friday – Sunday).
- 2) For the 2024 Emmett Cherry Festival Parade, permission for road closures on Saturday, June 15, 2024, from 5:30 pm – 7:00 pm to include, from the corner of East Main Street and Washington Avenue to the corner of East Main Street and South Johns Avenue.
- 3) For the 2024 Fireman’s Hose Competition, permission for road closure on East Main Street between Wardwell Avenue and McKinley Avenue, on Saturday, June 15, 2024, from 8:00 am – 1:30 pm (actual competition hours 9:00 am – 1:00 pm).
- 4) For the 2024 Emmett Lions Car Show, permission for road closure on East Main Street between McKinley Avenue and South Johns Avenue, on Saturday, June 15, 2024, from 6:00 am – 4:00 pm (actual show hours 8:00 am – 3:00 pm).
- 5) For the 2024 Emmett Cherry Festival Event, permission for road closure of Dewey St. between Johns Ave. and Park St, on Saturday, June 8 to Sunday, June 16, 2024, for Rainier Amusements Carnival parking during the event.

The GCCC agrees to market and manage the 2024 Emmett Cherry Festival event and understands and agrees to the following regarding the event:

- 1) Insurance: The GCCC will carry Special Event Liability Insurance through Idaho Select Insurance, Ben Mock, agent.
- 2) Trash/Waste:
 - a. The GCCC will provide trash pickup in the City Park throughout the event.
 - b. The GCCC will arrange to have large dumpsters to be onsite for the collection of park trash and pay any additional costs incurred for the additional dumpsters from Emmett Sanitation.
 - c. The GCCC agrees there will be no sewer hook-ups or dumping of wastewater on the City Park grounds.
 - d. The GCCC will provide and/or pay for proper wastewater containers onsite.
 - e. All used cooking grease will be dumped in proper waste containers provided by the GCCC-hired vendor.
 - f. The GCCC agrees that any violation of waste dumping may result in the City of Emmett issuing citations along with cleanup costs to be billed to the GCCC, vendor or both.

- 3) City-GCCC Communication:
 - a. The GCCC will meet with and work closely with Emmett Fire Chief and Emmett Chief of Police to ensure all codes are adhered to and that communication takes place before and during the event.
 - b. The GCCC will provide park maps with the layout and details of the event to Fire, Police and Public Works officials.
 - c. For the duration of the event, a direct communication line will be established between the GCCC CEO and Public Works official designee.
- 4) Security: The GCCC will hire and pay for two overnight security officers for the hours between 11:00 pm and 6:00 am, starting Friday, June 8 through the morning of Sunday, June 16, 2024. And two security officers for the hours of the event Wednesday through Saturday.
- 5) Clean-up: The GCCC will be responsible for the clean-up of the City Park after the park is vacated on Sunday, June 16, 2024.
- 6) Damage:
 - a. The GCCC will be responsible for any permanent damage done to the park grounds during the event.
 - b. No stakes or posts will be allowed to be used in the park by vendors, carnival, and the chamber.
 - c. The GCCC will monitor and limit Expo Vendors' ability to drive their vehicles into the Expo Vendor area for unloading and loading in and out of their booths.
 - d. Any and all tree trimming or cutting of trees will be strictly prohibited.
- 7) Vacating Park:
 - a. The GCCC will ensure that all Cherry Festival vendors and amusement/carnival company vehicles have exited the City Park by 5:00 pm on Sunday, June 16, 2024, to allow sprinklers to begin running as soon as possible.
 - b. The GCCC will be responsible for any towing fees associated with vehicles or equipment not removed by the above deadline.
- 8) Amusement/Carnival Company Parking: To lessen damage to the City Park, Rainer Amusements will be camping off-site on Dewey Street. Two of their RV's will be exempt and allowed to park within the City Park for security purposes.
- 9) Traffic Control and Street Closures:
 - a. The GCCC will be responsible for securing all traffic control and street closure paperwork, permits, permissions and traffic/security products (i.e., cones, barriers, etc.).
 - b. The GCCC will work closely with Police, Fire and Public Works departments to ensure all rules and regulations are followed, and the safety of the community and event attendees are safeguarded.
 - c. A certified traffic control plan from Idaho Traffic Control will be provided to the City of Emmett and its appropriate departments, along with a receipt for the traffic control for the parade and road closures.
 - d. The GCCC will provide the City of Emmett with the state highway traffic permit, now in the process, from the Idaho Transportation Department to be distributed to the City of Emmett Police, Fire and Public Works departments for final approval.
- 10) Electrical:
 - a. The GCCC will provide a certified electrician for the event through Bud's Electric.
 - b. Bud's Electric will set up additional power sources and ensure vendors have power where needed.
 - c. The GCCC will pay Bud's Electric for services during the 2024 Emmett Cherry Festival.
 - d. Any minor sod cuts or digging to bury electrical cords will be repaired.

- 11) Porta-Potties: The GCCC will contract with a vendor to supply sufficient porta-potties for the event to begin upon the arrival of the carnival company through Sunday, June 16, 2024, before 5:00 pm.
- 12) The GCCC will arrange for a bucket truck and be allowed to drive on City Park property for the purpose of hanging banners on the band shell.
- 13) The GCCC will remunerate the City of Emmett, \$4000.00, for services during the 2024 Emmett Cherry Festival.
- 14) City EMS will be at the event on Friday and Saturday 12pm to 10pm.
- 15) The GCCC will be working closely with Chief Kunka, Chief Christensen, and Clint Seamons to help alleviate issues with parking. Parking areas will be promoted prior to the event, including a shuttle from another location.

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

- 1) The City Fire Chief will inspect the 2024 Emmett Cherry Festival food vendors for proper fire suppression equipment.
- 2) The city will provide City Police presence in the City Park during the event and on Saturday during the parade as arranged with the GCCC CEO and Police Chief.
- 3) The city will provide trash bags and gloves for the event.
- 4) The city will assist in moving the city picnic tables to locations to be arranged between Public Works and the GCCC CEO.
- 5) The city will shut off all irrigation water and all sprinkler pipes will be removed before the event.
- 6) The city will mark all sprinkler heads and electrical lines before the event.
- 7) The city will ensure all entrances to the park will be unlocked during the event.
- 8) The city will ensure designated power boxes will be unlocked and turned on during the event.
- 9) The city will close all City Park restrooms to the general public during the event. The city will provide a key to band shell restroom to the GCCC CEO for the event.
- 10) The city will allow water hook-ups within the City Park for the event.
- 11) The city with coordination from Mike Knittel, will setup a special and separate connection to Wi-Fi for the vendors use during the event.

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

Sincerely,

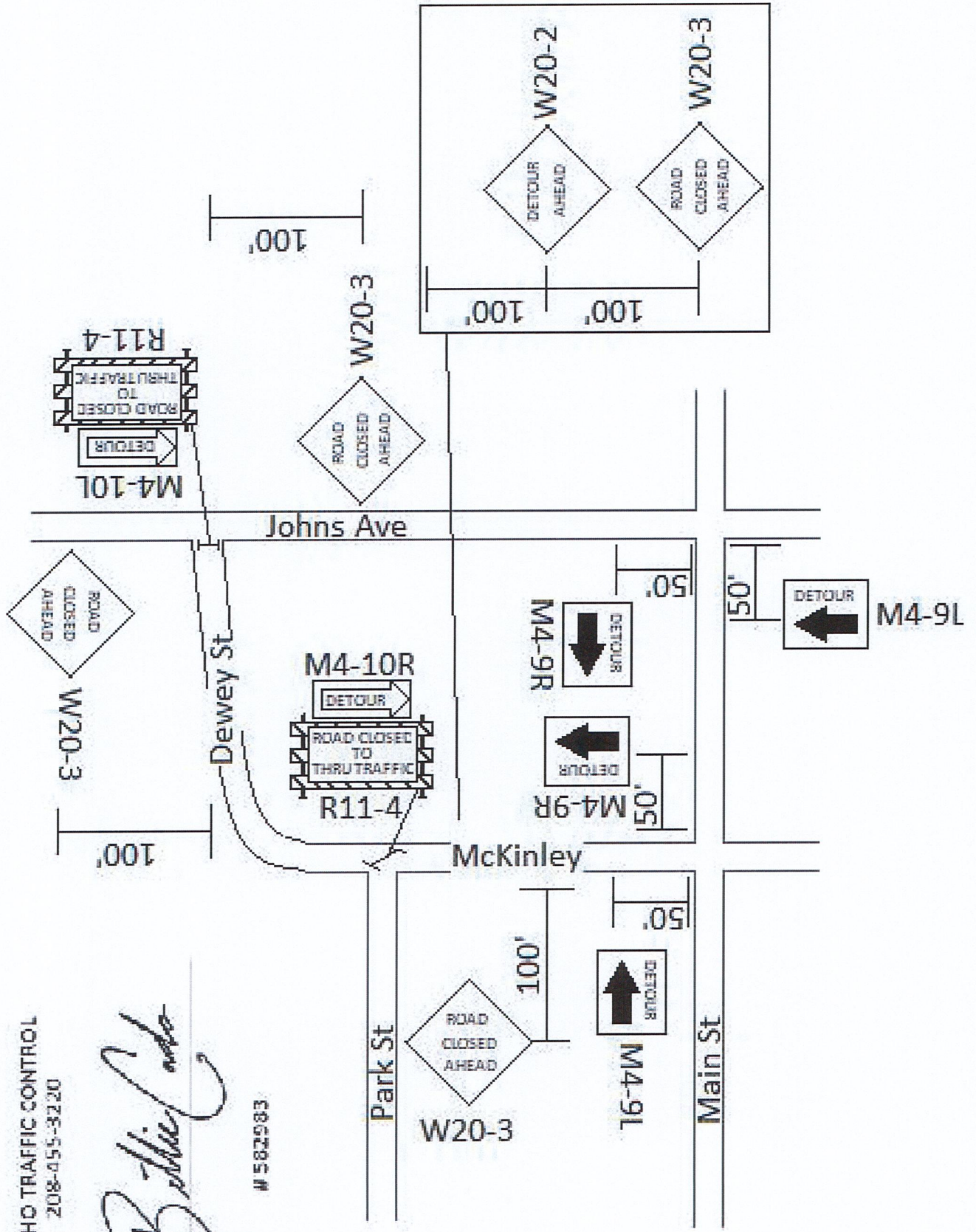
Tina Hefley

CEO
Gem County Chamber of Commerce

IDAHO TRAFFIC CONTROL
208-055-3220

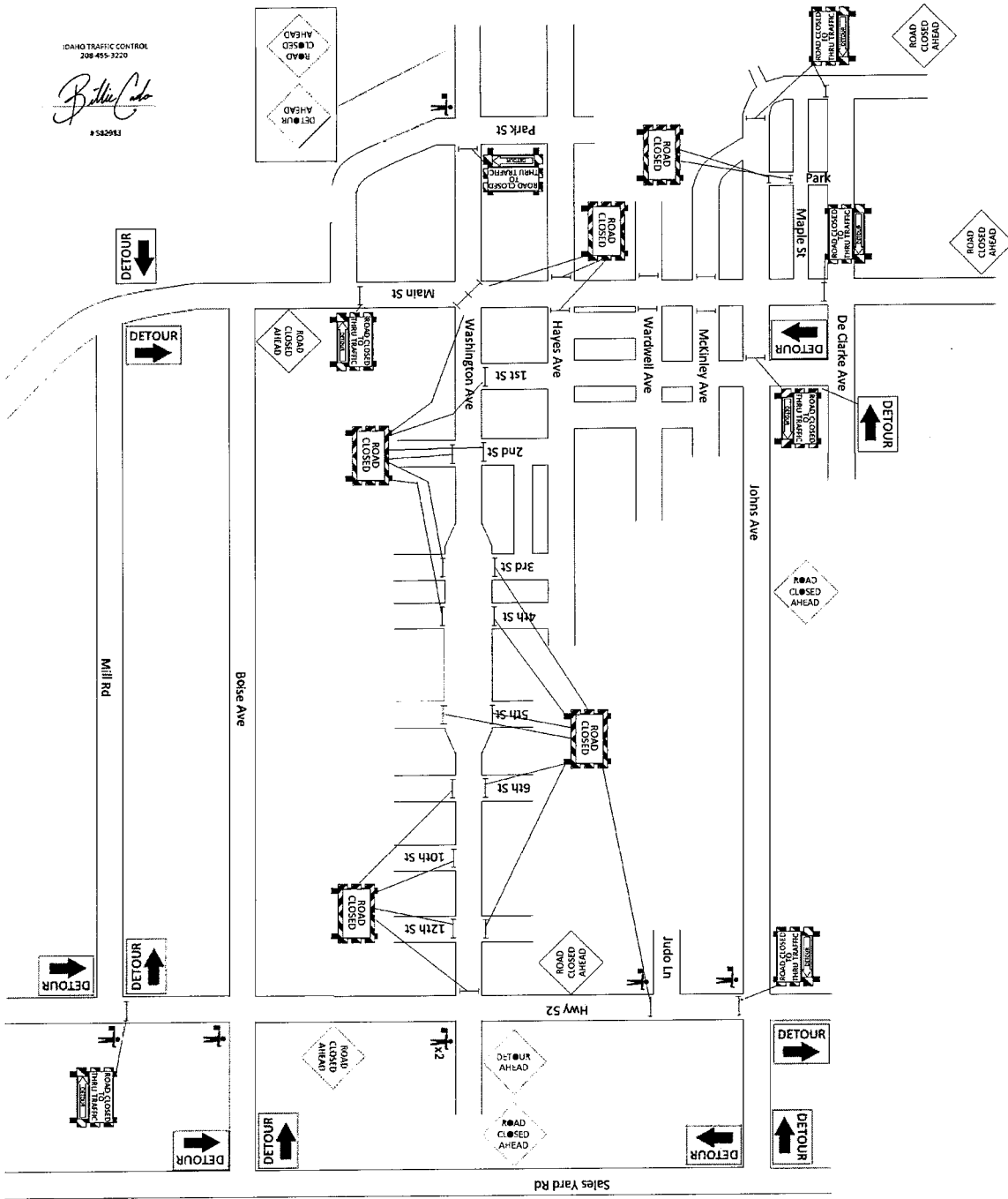


582983



Belle Cole

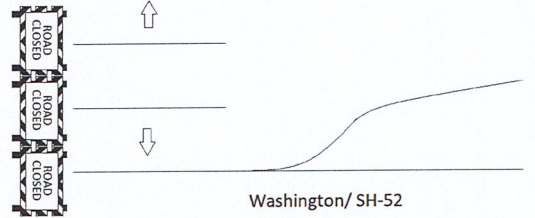
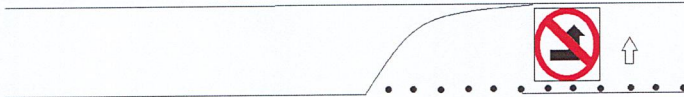
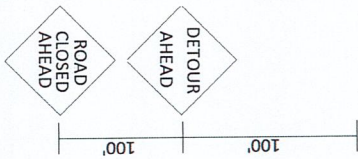
1382954



Sales Yard Rd

IDAHO TRAFFIC CONTROL
208-455-3220

Bobby Hancock
#28797



● - Portable Tubular Marker
Speed Limit is 25 MPH
All conflicting signs will be covered.

IDAHO TRAFFIC CONTROL

208-455-3220

Becky Hansen

#28797

Johns Ave



Main St



McKinley Ave



Wardwell Ave



ZWYGART JOHN

CERTIFIED PUBLIC ACCOUNTANTS

Zwygart John & Associates CPAs, PLLC

16130 North Merchant Way, Suite 120 ♦ Nampa, Idaho 83687

Phone: 208-459-4649 ♦ FAX: 208-229-0404

City of Emmett
501 E Main St
Emmett, ID 83617

Date: 3/22/2024
Invoice Number: 12457
Due Date: Due Upon Receipt

For professional service rendered as follows:

Preparation of Annual Audit For Year Ended September 30, 2023 \$10,500.00

Invoice Total: \$10,500.00
Prior Balance: \$0.00
Current Amount Due: \$10,500.00

<u>0-30</u>	<u>31-60</u>	<u>61-90</u>	<u>91-120</u>	<u>Over 120</u>	<u>Total</u>
\$10,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,500.00

Please return this portion with payment.
Client ID: 12009
City of Emmett

Invoice Number: 12457
Date: 3/22/2024
Amount Due: \$10,500.00

Zwygart John & Associates, CPAs PLLC
16130 N Merchant Way
STE 120
Nampa, ID 836874815

Amount Enclosed: \$ _____



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

April 23, 2024

TO: City of Emmett
Emmett City Council

RE: Payment to Zwygart Public Accountants

Recommended Motion: I move to approve payment in the amount of \$10,500.00 to Zwygart John & Associates, CPAs, PLLC for audit services for fiscal year ending September 2023.

Best Regards,

Lyleen Jerome

City Clerk/Treasurer/HR

City of Emmett 208-365-6050 opt#3

e-mail: ljerome@cityofemmett.org



LEGAL NOTICE

CITY OF EMMETT, IDAHO

Treasurer Financial Report for Quarter Ending March 31, 2024

FUND	BUDGET	YTD Receipts	YTD Expenditures	% Rec	% Exp
General Fund	\$ 3,455,988.00	\$ 2,022,337.65	\$ 1,928,640.19	59%	56%
Personnel			\$ 1,277,684.58		
Insurance			\$ 41,798.48		
Capital Outlay			\$ 609,157.13		
Street Fund	\$ 938,484.00	\$ 632,806.84	\$ 324,243.18	67%	35%
Personnel			\$ 82,875.76		
Insurance			\$ 5,340.96		
Capital Outlay			\$ 236,026.46		
Library Fund	\$ 305,066.00	\$ 239,798.23	\$ 130,565.93	79%	43%
Personnel			\$ 88,339.81		
Insurance			\$ 4,973.50		
Capital Outlay			\$ 37,252.62		
Cemetery	\$ 140,332.00	\$ 62,481.27	\$ 75,881.17	45%	54%
Personnel			\$ 65,273.79		
Insurance			\$ 1,587.28		
Capital Outlay			\$ 9,020.10		
Perpetual Care	\$ 5,000.00	\$ 4,423.46	\$ -	88%	0%
TOTAL	\$ 4,844,870.00	\$ 2,961,847.45	\$ 2,459,330.47	61%	51%

Enterprise Funds: Water/Sewer/Sanitation/Technology					
Water	\$ 2,040,300.00	\$ 1,092,733.59	\$ 635,000.54	54%	31%
Personnel			\$ 363,285.59		
Insurance			\$ 22,222.00		
Capital Outlay			\$ 208,697.27		
Bond Repayment			\$ 40,795.68		
Sewer	\$ 2,483,800.00	\$ 1,619,540.65	\$ 736,670.28	65%	30%
Personnel			\$ 303,318.23		
Insurance			\$ 29,629.32		
Capital Outlay			\$ 286,140.72		
Bond Repayment			\$ 117,582.01		
Sanitation	\$ 730,050.00	\$ 380,480.25	\$ 379,009.64	52%	52%
Personnel			\$ 40,160.48		
Insurance			\$ 317.46		
Capital Outlay			\$ 338,531.70		
Technology	\$ 27,000.00	\$ 9,077.93	\$ 937.54	34%	3%
Capital Outlay					
TOTAL ENTERPRISE FUNDS	\$ 5,281,150.00	\$ 3,101,832.42	\$ 1,751,618.00	59%	33%
ARPA	\$ -	\$ 24,691.11	\$ 60,907.61		
Other	\$ 15,500.00	\$ 34,633.75	\$ 5,216.25		
TOTAL ALL FUNDS	\$ 10,141,520.00	\$ 6,123,004.73	\$ 4,277,072.33	60%	42%

Citizens are invited to inspect the detailed supporting records of the above financial statement.

City of Emmett is an Equal Opportunity Employer

Lyleen Jerome, City Clerk/Treasurer



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

April 23, 2024

TO: City of Emmett
Emmett City Council

RE: Quarterly Financial Statement

Recommended Motion: I move to approve and publish second quarter fiscal year financial statement.

Best Regards,

Lyleen Jerome

City Clerk/Treasurer/HR

City of Emmett 208-365-6050 opt#3

e-mail: ljerome@cityofemmett.org





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

Wednesday April 17, 2024

Mayor, City Council:

I am requesting a **MOTION to approve the hangar lease agreement between Mike and Pat Palmer and City of Emmett with the Mayor to sign.**

Attached is the lease for your review.

Thank you,

Clint Seamons, Public Works Director

LEASE AGREEMENT

Lease agreement dated _____, 202__ (“Lease”), between the City of Emmett, an Idaho municipal corporation, with an address of 501 E. Main St., Emmett, ID 83617 (“Landlord”) and Mike and Pat Palmer, with an address of 2701 Chuckwagon Lane, Emmett, ID 83617 (“Tenant”).

WITNESSETH

Landlord leases and rents to Tenant, and Tenant leases and rents from Landlord, the real property described in Exhibit A which is attached hereto and incorporated herein by reference as if set out in full (“Premises”). The Premises that Landlord is leasing to Tenant is bare ground.

The term of this Lease is for a period commencing on _____, 202__ and terminating on December 31st, 2044 under the following terms and conditions:

1. **RENT:** Tenant shall pay Landlord rent in advance annually. The rent will be \$50.00 more per year than the rent for three (3) tie-down spaces at the Emmett Airport. Rent will be \$745.25. Rent is due on or before January 1 of each year. Landlord may, by resolution of the Emmett City Council, periodically adjust the rent. Any such adjustment shall become effective for the next annual rental payment due. Such adjustments shall not occur more frequently than once each year.
2. **PROPERTY OF TENANT:** Tenant shall obtain property insurance on all Property of Tenant located on the Premises and hereby releases and discharges Landlord of and from any liability for damage to the Property of Tenant. “Property of Tenant” shall mean and include all personal property of Tenant including structures, equipment, furniture, and personal belongings kept or used on or installed in the Premises that are owned by and separately assessed to Tenant.
3. **WARRANTIES:** There are no warranties by Landlord. Tenant, in executing this Lease, is relying upon its own judgment, information and inspection of the Premises.
4. **ENTRY BY LANDLORD:** Landlord shall have the right to enter the Premises at any reasonable time to examine the same and determine that Tenant is complying with the terms of this Lease.
5. **INDEMNIFICATION:** Tenant agrees to indemnify, defend, and hold harmless Landlord and its officers, agents, and employees, from and against any and all claims, losses, actions or judgments for damages or injury to persons or property arising out of or in connection with the acts and/or any performances or activities of Tenant, Tenant’s agents, Tenant’s employees, Tenant’s representatives, Tenant’s invitees, or any other person allowed on the Premises by Tenant.
6. **HAZARDOUS WASTE AND HAZARDOUS MATERIALS:** Tenant agrees not to store, generate, or otherwise use or bring upon the Premises, any hazardous waste as defined by Federal, State, or local laws and regulations. All hazardous materials shall be stored and disposed of strictly in accordance with any State or Federal regulations. Tenant shall hold Landlord harmless from any liability associated with Tenant’s use or possession of hazardous materials.

7. USE OF PREMISES: Tenant will construct a hangar on the Premises for aeronautical purposes, primarily to store, maintain and construct aircraft. Except for hazardous materials, non-aeronautical items may be stored in the hangar provided the items do not interfere with the aeronautical use of the hangar. Items are generally considered to interfere with the aeronautical use of the hangar when they impede the movement of aircraft in and out of the hangar or displace the aeronautical contents of the hangar. Tenant shall, at all times, comply with all laws, regulations and ordinances associated with the use of the Premises. Tenant shall not construct any additional buildings on the Premises without first obtaining Landlord's written permission. Tenant's use of the Premises shall not be changed without the written consent of Landlord. All use and operation on the Premises shall be in strict accordance with all applicable Local, State and Federal (FAA) rules and regulations.

8. USES NOT PERMITTED: Tenant shall not use, and Tenant shall not permit anyone else to use the Premises for any of the following purposes:

- (a) The operation of any business without written permission from the Landlord.
- (b) Construction of any additional buildings without Landlord's written permission.
- (c) Aircraft construction and maintenance not in accordance with Federal Aviation Regulations.
- (d) Any residential use.
- (e) The storage of any refuse or trash.
- (f) Smoking by anyone in the hangar.
- (g) Running the aircraft engine in the hangar.
- (h) Fueling or de-fueling the aircraft in the hangar.

9. OPTION TO RENEW: Tenant shall have the right to renew the Lease for a period of twenty (20) years. If Tenant desires to renew the Lease, then written notice of such renewal shall be given not sooner than one (1) year and not less than one hundred twenty (120) days prior to the termination date of this Lease.

10. TERMINATION OF LEASE: If Landlord ceases to own or operate the airport or finds that because of Federal, State, or other restrictions, it is impractical to continue the Lease, or in the event that Landlord determines in its sole discretion that it is not in Landlord's best interest to continue with the Lease, then this Lease shall terminate. Landlord shall give Tenant notice of such termination 90 or more days in advance of the termination date.

11. REPAIRS: Tenant shall repair damages, except those caused by normal use, to the airport and Premises which are the result of Tenant's action or of any invitee of Tenant while making use of the airport or Premises. Repairs shall be completed within ninety (90) days of the date of any such damage. If Tenant cannot reasonably repair such damage within ninety (90) days, Tenant shall give notice to Landlord of that fact and request an extension of 90 days. Such an extension shall not be unreasonably withheld.

12. **RELOCATION:** If Landlord undertakes airport renovation and/or expansion or any other project which requires the use of the Premises, then Tenant shall relocate its hangar to another location. Landlord shall attempt to provide a comparable location for the substituted Premises. Landlord shall give Tenant written notice one (1) year in advance of when such relocation is required. Relocation shall be at Tenant's expense.

13. **UTILITIES:** Tenant shall pay before the same are delinquent all sewer, water, gas, electricity, power, and other utilities used by Tenant. Tenant shall pay all connection costs, meter installation costs and any other costs associated with utilities used by Tenant. All installations must be approved by and comply with any municipal, state, or federal laws and regulations.

14. **TAXES AND ASSESSMENTS:** Tenant shall pay all personal property taxes and assessment levied against Tenant's personal property, including the hangar and any other taxes associated with the Premises, promptly before the same become delinquent.

15. **ACCESS:** Tenant shall have access to the Premises by aircraft and by automobile. Automobiles may be parked inside the hangar while Tenant's aircraft is being operated, or at a parking area off the aircraft ramps that is so designated.

16. **LIENS:** Tenant shall not suffer or permit any liens to be filed against the Premises or any part of the Premises. If a lien is filed against the Premises, Tenant shall cause the same to be removed of record within sixty (60) days after the date of the filing of the lien. Failure to remove the lien shall be a default under this Lease, or any renewal thereof.

17. **FIRE HAZARDS:** Tenant shall comply with all applicable fire codes.

18. **WASTE PROHIBITED:** Tenant shall not commit any waste or damage to the Premises and shall not permit any waste or damage to the Premises.

19. **MAINTENANCE:** Tenant shall keep and maintain the Premises in a neat and orderly manner and shall keep the Premises free from debris, garbage, and other unsightly material. Tenant shall maintain all leased surfaces not covered by asphalt or concrete in a weed-free condition.

20. **LIABILITY INSURANCE:** Tenant shall maintain a comprehensive liability insurance policy in an amount of not less than five hundred thousand dollars (\$500,000.00) covering the Premises during the terms of this lease. The policy shall provide coverage for all acts for which Tenant is required to indemnify Landlord under Paragraph 5 of this agreement. Tenant shall have Landlord named as an additional insured and shall provide Landlord with proof of current insurance during the term of this Lease, or any renewal thereof. The policy shall provide that the insurance company shall give Landlord written notice of any proposed cancellation of the insurance 30 or more days in advance of such cancellation.

21. **ASSIGNMENT AND SUBLETTING:** Tenant shall not assign this Lease without the written consent of Landlord. Tenant may sublet the whole or any part of the Premises. Tenant shall promptly provide Landlord with the names and contact information of any sub-Tenants. If Tenant sublets, then Tenant shall remain liable to Landlord for full performance of Tenant's obligations.

22. **ATTORNEY'S FEES:** In the event an action is brought to enforce any of the terms or provisions of this Lease, or to enforce forfeiture thereof for default by either of the parties, the successful party in such action shall be entitled to recover from the losing party reasonable attorney's fees, together with such other costs as may be authorized by the court.

23. **SERVICE OF NOTICES:** Any notice may be served upon Landlord by certified mail, return receipt requested, to Landlord at 501 East Main Street, Emmett, ID 83617, and any notice may be served upon Tenant by certified mail, return receipt requested, to Tenant at the above address. Service of notice by certified mail shall be deemed complete upon the date of the post mark by certified mail. Either party may change the address for service of notice by written notice to the other party.

24. **CONSTRUCTION OF STRUCTURE:** All plans and specifications shall be subject to the approval of the Landlord, the Emmett Building Inspector, the State of Idaho, and the FAA. All construction shall be at Tenant's own expense and must be according to the drawings and specifications submitted to and approved by Landlord prior to commencement of construction. Any changes must have the approval of all required approving agencies. Aesthetic design standards shall be determined by Landlord. Tenant shall comply with FAR Part 77 which requires that all such construction on an airport be coordinated with FAA using FAA Form 7460-1, "Notice of Proposed Construction or Alteration." Such forms shall be completed by the Tenant and approved by the Landlord before being submitted to the FAA. Tenant shall submit the form to the FAA unless otherwise directed by Landlord. Tenant shall provide a copy of all such forms to Landlord. The City Airport Advisory Committee with input from the Airport Manager shall approve the plans before construction is commenced. Tenant shall begin construction of the hangar within six (6) months from the date of Lease commencement. Failure to begin construction within six (6) months from the date of Lease commencement shall cause this Lease to be null and void, unless Tenant applies for an extension of time which is subsequently approved by the city council. To be valid, Tenant's application for time extension shall be submitted in writing to the Landlord within six (6) months from the date of Lease commencement, shall state the reasons for failure to begin construction, and shall also include a proposed length of extension, which may not exceed twelve (12) months from the date of Lease commencement. Only one extension may be granted by the City Council, in the City Council's sole discretion. Structures shall be completed within one (1) year after construction has started.

25. **NOTICE TO AIRMEN:** Tenant shall notify the airport manager in writing when construction begins and when it ceases. The airport manager will request and cancel a NOTAM with the FAA in Boise, Idaho, for the appropriate time of construction.

26. **SALE OF HANGAR:** Tenant shall not sell the hangar without first obtaining written permission from Landlord. Landlord shall not unreasonably withhold its consent. Any sale shall be subject to the terms of this Lease.

27. **REMOVAL OF STRUCTURE:** At the termination of this Lease, Tenant shall be entitled to remove the hangar provided that the Tenant returns the Premises to the same or better condition as it existed immediately before Tenant commenced construction of the hangar. If the hangar has not been removed within 120 days after the lease expires, it shall be considered the property of Landlord and Tenant shall have no further right or interest in the hangar.

28. **DEFAULT:** In the event Tenant fails to comply with any of the terms of this Lease, Landlord shall be entitled to give Tenant written notice of such default. If Tenant has not corrected such default within ninety (90) days after the date such notice was sent, Landlord may terminate this Lease at Landlord's option.

29. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and can only be modified or amended in writing by the parties.

DATED this _____, 202__.

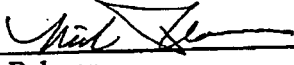
LANDLORD:

CITY OF EMMETT

By: _____
Mayor

Attest:
City Clerk

TENANT:

By: 
Mike Palmer

TENANT:

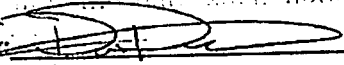
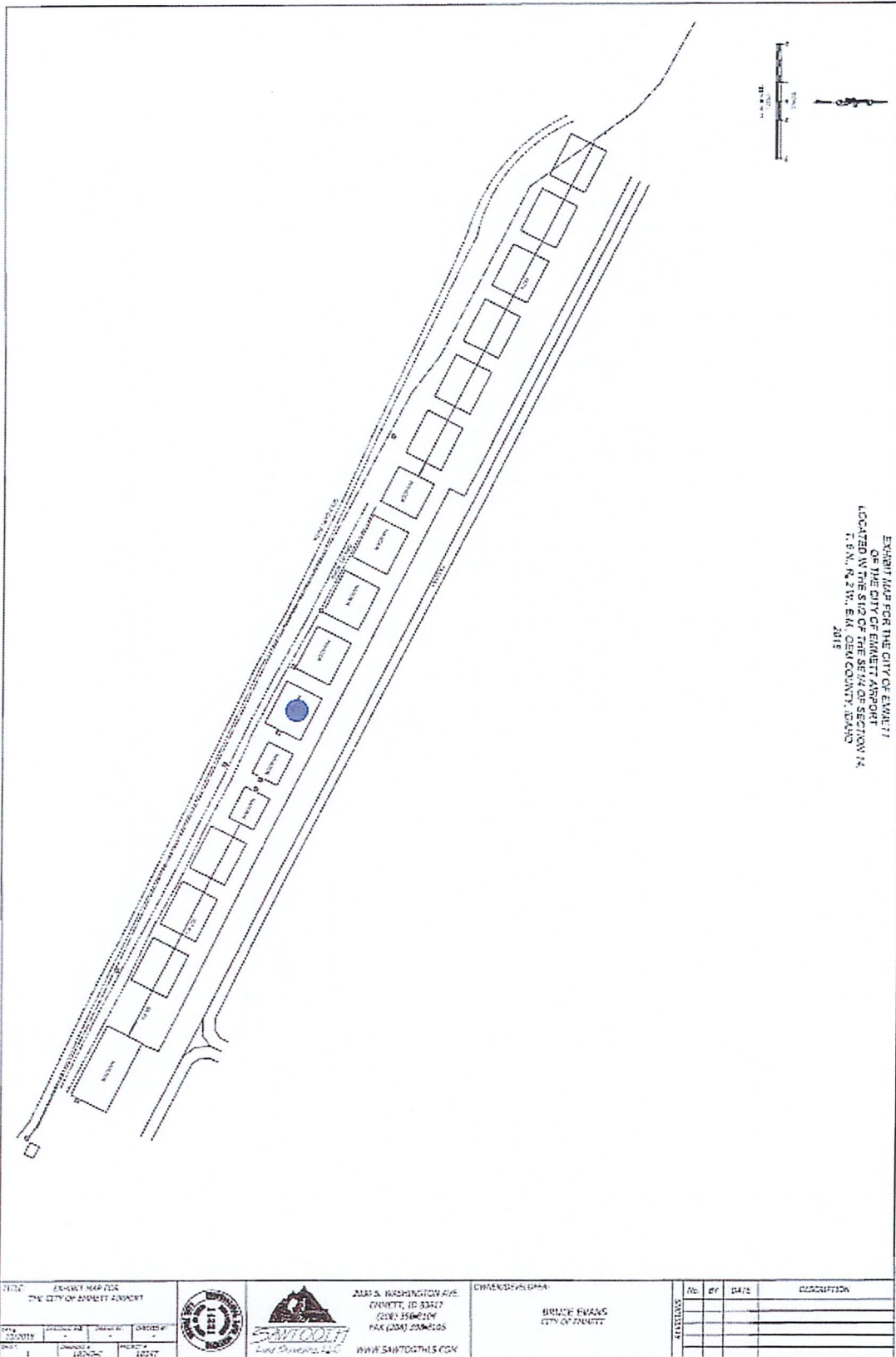
By: 
Pat Palmer

Exhibit A





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

Wednesday April 17, 2024

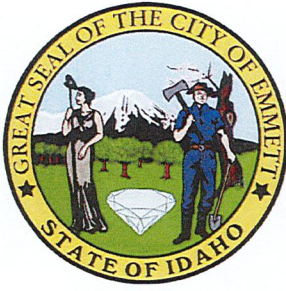
Mayor, City Council:

I am requesting a **MOTION to approve termination of hanger lease between Juliett Lima Aviation LLC and the City of Emmett with Mayor to sign.**

Attached is the letter for your review.

Thank you,

Clint Seamons, Public Works Director



CITY OF EMMETT

Office of the Mayor

501 East Main Street
Emmett, Idaho 83617

Gordon W. Petrie, Mayor
Lyleen Jerome, City Clerk
Jake Sweeten, Attorney

Council President: Tona Henderson
Councilors: Thomas Butler
Jody Harris
Steve Nebeker
Gary Resinkin
Denise Sorenson

April 23, 2024

RE: Termination of Hangar Lease

The City of Emmett hereby grants permission to Juliatt Lima Aviation, LLC to sell his hangar to Mike and Pat Palmer. Upon Mike and Pat Palmer entering into a Lease Agreement with the City of Emmett, the Lease Agreement between Juliatt Lima Aviation, LLC and the City of Emmett dated September 12, 2023 shall be terminated.

Approved by City Council on April 23, 2024.

Gordon Petrie, Mayor

**CITY OF EMMETT
PLANNING & ZONING DEPARTMENT**

601 E. 3RD EMMETT, IDAHO 83617

PHONE: (208) 365-9569

WEB PAGE: WWW.CITYOFEMMETT.ORG

STAFF REPORT

DESCRIPTION: DAGGER FALLS - FINAL PLAT APPLICATION

FILE NUMBER: FP24-002

CITY COUNCIL MEETING DATE: APRIL 23, 2024

APPLICANT: MIKE SMITH, APEX LAND GROUP LLC

REPRESENTATIVE: MIKE SMITH

STAFF PLANNER: BRIAN SULLIVAN

1. APPLICATION SUMMARY

The applicant, Mike Smith, is requesting approval of a Final Plat application for Dagger Falls Subdivision, Phase 1. The subdivision includes 49 single-family residential lots, 3 common lots, and a 3.868-acre multi-purpose lot zoned (P) Public. The required improvements have been installed and reviewed by City Staff. The landscaping will not be completed by the council meeting, and the owner is requested acceptance of a cash bond to guarantee the landscaping is completed.

The subdivision is located on the north side of E. 12th Street and east of S. Johns Ave. and west of S. Substation Rd. The preliminary plat was approved by the City Council on 11/15/2022.

Emmett City Code (ECC) 10-2-4 outlines the procedures for final plat approval. Sub-section 'F' notes that prior to approving or disapproving a plat, "at least one public meeting (deliberation) shall be held by the city council." No public hearing is required for final plat applications and no notice was given (other than posting the meeting agenda). Sub-section 'G' notes that the council may delay their decision pending submission of additional information or approve, or disapprove the final plat application as presented.

The applicant is requesting a bond in the amount of \$94,991.67 for the following improvement:

1. Completion of landscaping.
2. Completion of fencing

Staff Recommendation: Staff recommends approval of the final plat application with bond for Dagger Falls Subdivision Phase 1 with the site-specific conditions of approval being part of the motion.

2. APPLICATION & PROPERTY FACTS

A. Site Address/Location:

The site is located on the north side of E. 12th Street and east of S. Johns Ave., and west of S. Substation Rd., in Township 06N, Range 01W, Section 08.

- B. Current Owner(s): Apex Land Group LLC
- C. Applicant(s): Mike Smith, Apex Land Group LLC
- D. Representative: Mike Smith
- E. Present Zoning: R-1, single-family residential, and P- Public.

3. APPLICATION PROCESS FACTS

- A. Application Submittal:
The application for this item was received by the Zoning Department on March 7, 2024.
- B. Relevant Ordinances and Required Actions:
The subject application will in fact constitute a Final Plat application, as determined by Emmett City Code 10-4. The City Council must review and make a decision to either grant, grant with conditions, or deny the application.

4. SITE SPECIFIC CONDITIONS OF APPROVAL

1. The petitioner to supply the city a set of as-built plans on Mylar as well as on CD -Rom or disc in AutoCAD format and PDF format.
2. Completed, signed and recorded Declaration of Covenants, Conditions, and Restrictions (CC & R's) of Dagger Falls Subdivision.
3. Post a bond for 150% of the estimated completion of the landscape and fencing improvements. The amount of the bond is \$94,991.67 with work completed by June 23, 2024.
4. Final plat must be recorded within 1 year of written approval unless an extension is requested and granted by the City.
5. The applicant is to follow all recording requirements as outlined in ECC 10-2-4K.
6. Within ten (10) days of recording the final plat, new deeds and legal descriptions for all lots shall be prepared and recorded in Gem County Recorder's Office.

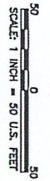
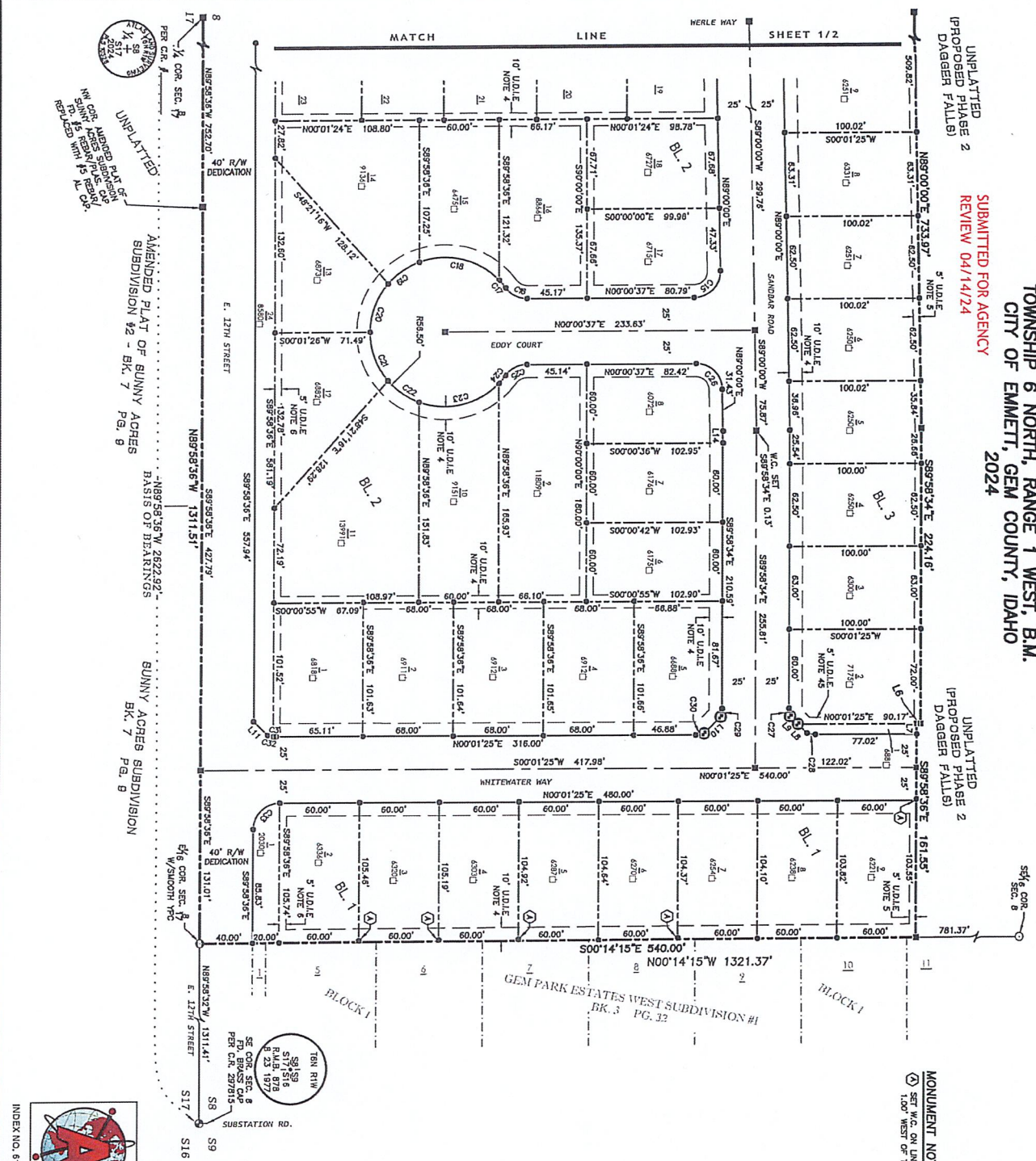
~ DAGGER FALLS SUBDIVISION, PHASE 1 ~

WITHIN THE SW¹/₄ SE¹/₄ OF SECTION 8,
TOWNSHIP 6 NORTH, RANGE 1 WEST, B.M.
CITY OF EMMETT, GEM COUNTY, IDAHO
2024

UNPLATTED
PROPOSED PHASE 2
DAGGER FALLS
SUBMITTED FOR AGENCY
REVIEW 04/14/24

UNPLATTED
PROPOSED PHASE 2
DAGGER FALLS

MONUMENT NOTES
SET W.C. ON LINE
1.00' WEST OF TRUE CORNER



LINE #	DIRECTION	LENGTH
L6	S89°07'25\"W	2.98
L7	S89°59'36\"E	8.00
L8	N45°01'25\"E	8.86
L9	N45°01'25\"E	8.34
L10	S45°04'46\"E	17.88
L11	N45°01'25\"E	18.06
L14	S89°59'36\"E	8.92

CURVE TABLE

CD	LENGTH	RADIUS	DELTA	CH. BEARING	L.C.
C15	31.77'	20.00'	91°00'37\"	N45°29'42\"W	28.53'
C16	18.84'	20.00'	83°38'05\"	N28°59'39\"E	18.15'
C17	7.80'	58.50'	7°42'41\"	S50°07'21\"W	7.80'
C18	65.18'	58.50'	66°03'59\"	S17°13'01\"W	61.83'
C19	29.01'	58.50'	29°24'55\"	S14°32'28\"E	28.69'
C20	40.20'	58.50'	40°43'48\"	S89°37'41\"E	38.35'
C21	40.19'	58.50'	40°43'07\"	N89°38'46\"E	39.34'
C22	29.00'	58.50'	29°24'14\"	N45°32'00\"E	28.68'
C23	65.18'	58.50'	66°03'59\"	N13°13'01\"W	61.83'
C24	7.80'	58.50'	7°41'28\"	N50°06'45\"W	7.80'
C25	18.84'	20.00'	83°38'05\"	S28°58'28\"E	18.15'
C26	31.00'	20.00'	88°59'23\"	S44°30'18\"W	28.03'
C27	6.20'	20.00'	17°46'33\"	N81°08'09\"E	6.18'
C28	6.20'	20.00'	17°46'33\"	N08°54'41\"E	6.18'
C29	6.40'	20.00'	18°19'41\"	N82°48'43\"W	6.37'
C30	6.47'	20.00'	18°32'04\"	N09°14'37\"W	6.44'
C31	1.98'	20.00'	5°41'05\"	N02°51'57\"E	1.98'
C32	4.46'	20.00'	12°46'57\"	N12°05'58\"E	4.45'
C33	31.42'	20.00'	90°00'00\"	S44°58'38\"E	28.28'

SUBMITTED FOR AGENCY
REVIEW 04/14/24



PREPARED FOR:
APEX LAND GROUP
PROFESSIONAL LAND SURVEYING SERVICES
202 NE 9th Street • Emmett, Idaho 83419
208-452-4462 (phone/fax) • 208-729-2802
atl@apex-land-survey.com

INDEX NO. 614-08-2-3-0-00-00
FILE # 2024-03-04
EMMETT, IDAHO
SHEET 2 OF 4



Rivers Edge Landscape

PO Box 444 | Fruitland, ID 83619
208.230.5069 | Riversedgelandscape@outlook.com

RECIPIENT:

Dagger Falls Subdivision

Emmett, ID 83619

Estimate #1056

Sent on Mar 05, 2024

Total \$29,661.50

Product/Service	Description	Qty.	Unit Price	Total
Landscape Job	Grade and install sprinkler system at front of subdivision. Plant 37 trees and 15 bushes. Install weed barrier and permabark around monument at front of subdivision. Seed all grass areas.	1	\$29,661.50	\$29,661.50
	Sprinkler system \$11,500.00			
	Seed \$892.50			
	Equipment \$1,600.00			
	Labor \$8,320.00			
	Trees \$6,305.00			
	Plants \$475.00			
	Permabark \$384.00			
	Weed barrier \$185.00			
	Total \$29,661.50			

A 50% deposit is required down on all landscape estimates to be added to the calendar

*****THIS IS JUST AN ESTIMATE ANY ADDITIONAL MATERIALS, LABOR OR CHANGES USED AT WORK SITE OR ASKED TO BE ADDED BY THE PERSON IN CHARGE, WILL BE ADDED TO FINAL INVOICE*****

Subtotal	\$29,661.50
Exempt (0.0%)	\$0.00
Total	\$29,661.50

Signature: _____ Date: _____



SILVER CREEK - NAMPA
 3713 GARRITY BLVD
 NAMPA, ID 83687
 FAX: (208) 463-0537
 Phone: (208)-463-0519

ORDER ACKNOWLEDGMENT
0014969114

Account: H039204 0003
 Branch: SCSNAMP
 Phone: (208)-452-5555
 Fax:

Bill To: APEX LAND GROUP LLC
 517 S WHITLEY DR
 FRUITLAND, ID 83619

Ship To: APEX LAND GROUP LLC
 1722 E 12TH STREET
 DAGGER FALLS SUBDIVISION
 EMMETT, ID 83619

PO: DF001001-011 Ref: TITAN FENCE Job: DAGGER FALLS FENCE

Order Date: 04/10/24	Sales J SEXTON	Type: WHSE	Ship Via: OUR TRUCK
Exp Delv Date: 04/10/24	Agents J SEXTON	Ordered By: CRAIG & MIKE	

QUANTITY	UOM	ITEM/DESCRIPTION	PRICE/UOM	AMOUNT
		Orig Quote: 14551865		
215	EA	VPT2RPLP96W VF WHT TITAN LP 72" 2 RL PRIV (8') LINE POST Supp#: 73051900 215/EA Loc:	16.98/EA	3,650.70
8	EA	VPT2RPEP96W VF WHT TITAN EP 72" 2 RL PRIV (8') END POST Supp#: 73051898 8/EA Loc:30-1006A	16.98/EA	135.84
2	EA	VPT2RPCP96W VF WHT TITAN CP 72" 2 RL PRIV (8') CORNER POST Supp#: 73051896 2/EA Loc:30-1003A	16.98/EA	33.96
225	EA	VCOSPC5W VF WHT 5 OTSD SQR PYRAMID CAP Supp#: 1011W 225/EA Loc:20-0203A	1.01/EA	227.25
442	EA	VRT134884W VF WHT 1.75X8X7 TITAN RL Supp#: 73051350 442/EA Loc:	12.59/EA	5,564.78
442	EA	VUC7852WT VF WHT 7/8X52 U-CHANNEL "TITAN" Supp#: 73052979 442/EA Loc:	1.85/EA	817.70



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Exp Delv Date: 04/10/24	Agents J SEXTON	Ordered By: CRAIG & MIKE	

QUANTITY	UOM	ITEM/DESCRIPTION	PRICE/UOM	AMOUNT
1518	EA	VP7811355T4TGW VF WHT 7/8x11.3x55 TRIPLE 4 "TITAN" Supp#: 73050750 1518/EA Loc:	6.47/EA	9,821.46
225	EA	QUKCONCRETE80 80 LB QUIKRETE CONCRETE MIX 42/PALLET Supp#: 2001 225/EA Loc:50-0102A	5.88/EA	1,323.00
6	EA	HANDYPALLET HANDY PALLET ONLY Supp#: 123077 6/EA Loc:60-0100A	35.00/EA	210.00
Subtotal				21,784.69
FUEL CHARGE				10.00
Sales Tax			6.0%	1,307.09

Payment Terms:
 NET 30 DAYS

Balance **\$23,101.78**

ORDERED BY:

Apex Land Group LLC
517 S Whitley Drive
Fruitland, ID 83619
USA

PURCHASE ORDER

Purchase Order No.: DF001001-009
Date Issued: 4/10/24

Voice: 208-695-4546
Fax:

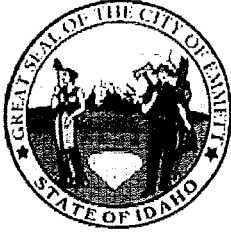
To:
ALEF FENCING LLC 3215 SAGE DRIVE CALDWELL, ID 83606

Ship To:
DAGGER FALLS PERIMETER FENCING EMMETT, ID 83617 USA

Good Thru	Ship Via	Account No.	Terms
5/10/24	Airborne		Net 30 Days

Quantity	Item	Description	Unit Cost	Amount
480.00		EAST FENCING - (540-60) - LABOR ONLY; DEVELOPER TO SUPPLY ALL MATERIALS INCLUDING CONCRETE	6.50	3,120.00
687.00		SOUTH FENCING - (106+467+114)	6.50	4,465.50
180.00		WEST FENCING - (60X3) - LABOR ONLY	6.50	1,170.00
170.00		SOUTHWEST FENCING (LOT 50 BLOCK 1 SOUTH BOUNDARY)	6.50	1,105.00
66.00		PUMP STATION (18+18+30)	6.50	429.00
1.00		PUMP STATION GATE LABOR AND KIT MATERIALS SHOULD BE AVAILABLE FOR INSTALL AROUND 4/24/2024	275.00	275.00
TOTAL				\$10,564.50

Authorized Signature _____



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

Building & Zoning Department

Brian Sullivan:
bsullivan@cityofemmett.org
Shannon Ferraro:
sferraro@cityofemmett.org
Ph: (208) 365-9569

4/16/2024

RE: Dagger Falls Subdivision, Phase 1
Emmett, Id, 83617

Mayor and City Council,

Suggested Motion for Dagger Falls Subdivision:

I make a motion to approve the Final Plat of Dagger Falls Subdivision, phase 1, adopt the staff report, and include #4, Site Specific Conditions of Approval as part of the approval.

Or

I make a motion to deny the Final Plat of Dagger Falls Subdivision, phase 1, for the following reasons:

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Sullivan".

Brian Sullivan

City of Emmett

Building Official/Zoning Administrator

City's Strategic Pillars
4/23/2024

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

Permits = March 2024: New house =4, 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. Address Long Horn Acres

14. Zoning Applications:
 - Preliminary/final plat, Minor Sub., Nielsen Lane Subdivision
 - Final Plat, Dagger Falls
 - Rezone, 4th and 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

April 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

March Transactions

- Billings sent – **3225**
- E-mail Bills - **858**
- ACH (Direct Pay) customers – 718
- Over the counter Water/Sewer payments (checks/cash) – **1662**
- Phone Payments - 39
- On-Line Credit Card Payments – **714**
- Over the counter credit card payments – **92**
- Disconnection late letters mailed - **309**
- Water disconnections due to non-payment - **32**
- New Water/Sewer Accounts opened – **58**
- Cemetery Lots Sold/Deeds Issued – **10**
- Open/Close Cemetery Lots -**8**
- Bartender/ Alcohol/Catering Permits -**3**
- Dog License – **12**
- Business Registration Certificate – **3**
- Vendor Permits/Other License – **1**
- Accounts Payable Claims processed – **133 \$305,125**
- Onboard new employees – **2**
- Terminations -**2**
- Payroll processed- **162 \$321,457**
- Record Requests - **6**
- Remodel of Clerk's office 99% complete (need back splash installed, water for fridge)
- March account recon and financial report
- Document scanner set up for records retention
- Submitted 1095's to IRS
- Audit presentation to Council

Plan for next 30 days

- Install new benches and bike rack at the front of the building
- Remove bricks from front entry and fill with concrete
- Evaluate job duties for cross training opportunities
- Sewer Averaging in April, reflected on May 1st Utility Bills
- Start budget conversations with directors

City's Strategic Pillars

- Economically Vibrant and...
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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

- Responded to public records request
- Assisted a department with Volunteer requirement questions/SOGs
- Assisted local business with self inspection form
- Invited to FORCE with WFC
- 3 homes smoke detectors
- 1 car seat inspection, 1 new install
- Met with SIF to discuss insurance rating
- Tested Hydrants for new construction
- Submitted grant for public education
- All restaurants inspected 16 inspections
- Youth Rising max occupancy, and final walk through
- Witness and approved pressure test for gas station

Plan for next 30 days

- Insulate Hazmat trailer
- Yearly training standards
- Survey all businesses (knox, box, alarms, hoods)
- Revision of Fire Department City Code
- Work on updating agreement with Medical Director: Medical Supervision,

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

City's Strategic Pillars 4/9/2024 @ 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!!
- 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

NEXT 30 DAYS

Summer Reading Planning continues (Adventure at your Library)

National Library Week April 7-13th

Today is National Library Workers Day-let our staff know you appreciate them, chocolate-flowers!!!!

Front entrance upgrade has begun, new front door in place, expected completion May 6th

National Volunteer Week April 21-27

Alyce on medical leave March 13th-April 13th (knee replacement), yes I'm doing pretty well, thank you all for prayers and healing thoughts! Hope to be back April 15th!

Reimagining some of the library spaces April & May, come in and see!

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

City of Emmett Police Department

City's Strategic Pillars

- Economically Vibrant and...
- Health-conscious city
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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.

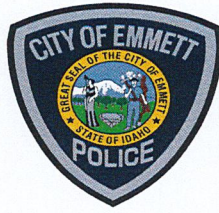
Expenditures requiring authorization from higher and purpose of expenditure

Training Last 30 days

- Officer Nunez has completed FTO and we are in process of getting her certified with POST.
- Officer Hangstefer has graduated from POST and we are working on complete paper work for certification.
- Will be assigning Officer Harris to ordinance while still attempting to hire a part time ordinance officer. Have a possible applicant for ordinance position.
- Interviews have been completed for the 3 openings that we have as of the 18th of April. Have one applicant almost ready to receive a conditional. Also have 2 new applicants. One is certified, lives in Nampa but wants to move here within the year. The other lives in Gem County.
- Have enquired from a number of businesses what direction they would like the one-ways to run. Meeting with Post Master on Tuesday 4-9 to discuss possibility of moving mail boxes in certain areas because of one-ways.
- 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. Officers received training on how to use updated camera system within the city limits.
- School district is getting a grant for radios and during process of this have found out how to connect EMS with LE and Fire.
- 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. Received acknowledgement that we are in the running for this.
- Assisted Carberry school with traffic challenges caused by road construction at 12th and Substation.
- Working with Recovery Center and Region 3 Mental health to come up with a remedy for an ordinance violator who has mental health issues.

Plan for next 30 days

- 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 a goal to become more active updating web page.
- Researching increasing dog impound fees.



EMMETT POLICE DEPARTMENT

March Patrol Statistics

	TOTAL
Felony Arrests - Male	2
Felony Arrests - Female	1
Misd. Arrests - Male	12
Misd. Arrests - Female	7
Traffic Stops	139
Infraction Cite	49
Dispatched Calls	227
Officer Initiated	99
Reports	68
Dogs Taken to Pound	5
Ordinance Calls	25

Community Involvement

Provided a tour of city hall and the police department to a scout troupe. Also gave a class on fingerprints to them.

Participated in the Community Business Expo/Touch a truck that was put on by the Chamber of Commerce.

Spoke to kids about the duties of a police officer at Kids Craft Workshop that was sponsored by Black Canyon Brewery.

Officers participated in ITD St. Patrick's Day Impaired Mobilization.

Officers participated in ITD Spring High Visibility Aggressive Mobilization.

Attended Luncheon With Family Services so they could discuss what they provide for the community and our department.

Nature	Reported
Suspicious	22:09:15 03/31/24
Medical	22:01:16 03/31/24
Custodial Int	21:16:55 03/31/24
Domestic	19:43:50 03/31/24
Disturb Peace	19:35:47 03/31/24
Traffic Stop	17:56:37 03/31/24
DUI	15:49:21 03/31/24
CPO NCO Viol	15:48:26 03/31/24
Drugs PCS	12:38:24 03/31/24
Animal Lost	12:22:33 03/31/24
Welfare Check	11:54:39 03/31/24
Traffic Stop	11:19:49 03/31/24
Parking Problem	09:58:45 03/31/24
Parking Problem	08:23:59 03/31/24
Alarm Bus	03:45:45 03/31/24
Traffic Stop	02:20:08 03/31/24
Traffic Stop	02:09:56 03/31/24
Medical	23:56:29 03/30/24
Suspicious	21:10:22 03/30/24
Accident PD	20:24:10 03/30/24
Public Assist	20:20:06 03/30/24
Property Damage	19:50:15 03/30/24
Fire Smoke Rpt	18:35:21 03/30/24
Animal Cmplnt	17:52:16 03/30/24
Traffic Stop	17:20:08 03/30/24
Shooting Compl	17:04:46 03/30/24
Welfare Check	16:21:18 03/30/24
Information	15:32:20 03/30/24
Suspicious	15:00:53 03/30/24
Stray Dog	14:31:26 03/30/24
Parking Problem	14:17:00 03/30/24
Domestic	13:42:51 03/30/24
Disturb Peace	06:38:09 03/30/24
Medical	03:05:52 03/30/24
Traffic Stop	02:12:20 03/30/24
Disturb Peace	23:23:32 03/29/24
Traffic Stop	22:34:31 03/29/24
Traffic Stop	21:32:06 03/29/24
Traffic Stop	21:19:27 03/29/24
Suspicious	21:16:56 03/29/24
Civil Compl	21:05:03 03/29/24
Public Assist	20:21:13 03/29/24
Traffic Stop	18:18:21 03/29/24
Parking Problem	17:06:31 03/29/24

Nature	Reported
Parking Problem	16:58:18 03/29/24
Parking Problem	16:24:15 03/29/24
911 AHM	15:55:30 03/29/24
Warrant Arrest	15:30:32 03/29/24
Funeral Escort	14:12:30 03/29/24
Public Assist	12:45:30 03/29/24
Child Abuse	09:19:43 03/29/24
Traffic Hazard	09:04:59 03/29/24
Disorderly	06:32:20 03/29/24
Medical	05:11:13 03/29/24
Traffic Stop	22:30:13 03/28/24
Traffic Stop	22:08:53 03/28/24
Traffic Stop	20:28:22 03/28/24
Traffic Stop	20:20:11 03/28/24
Traffic Stop	19:39:32 03/28/24
Traffic Compl	19:23:02 03/28/24
Traffic Stop	18:55:45 03/28/24
Traffic Stop	18:11:44 03/28/24
Suspicious	16:18:23 03/28/24
Civil Standby	10:31:46 03/28/24
911 AHM	10:20:57 03/28/24
Sex Offense	10:11:47 03/28/24
Animal Found	07:52:11 03/28/24
Stray Dog	07:49:14 03/28/24
Disturb Peace	01:00:53 03/28/24
Suspicious	23:08:21 03/27/24
Agency Assist	22:53:15 03/27/24
DUI	22:33:06 03/27/24
Agency Assist	19:56:07 03/27/24
Welfare Check	19:17:49 03/27/24
Mental Hold	19:09:35 03/27/24
Traffic Stop	18:39:47 03/27/24
Civil Standby	16:35:57 03/27/24
Traffic Stop	16:32:51 03/27/24
Traffic Stop	16:07:06 03/27/24
Traffic Stop	15:38:23 03/27/24
Stray Dog	15:26:50 03/27/24
Traffic Stop	15:24:47 03/27/24
Medical	15:04:27 03/27/24
Traffic Stop	15:01:51 03/27/24
Traffic Stop	14:51:33 03/27/24
Information	14:44:09 03/27/24
Traffic Stop	13:17:31 03/27/24
Traffic Stop	12:35:35 03/27/24

Nature	Reported
Traffic Stop	12:20:05 03/27/24
Traffic Compl	11:11:07 03/27/24
Traffic Stop	11:02:39 03/27/24
Trespassing	10:57:57 03/27/24
Suspicious	10:25:20 03/27/24
Traffic Stop	10:20:21 03/27/24
Traffic Stop	10:04:25 03/27/24
Traffic Stop	09:45:07 03/27/24
Traffic Stop	09:20:12 03/27/24
Medical	09:18:50 03/27/24
Traffic Stop	08:52:33 03/27/24
Battery	08:24:11 03/27/24
Juvenile Prob	08:11:56 03/27/24
Domestic	04:20:17 03/27/24
Medical	02:35:50 03/27/24
Traffic Stop	01:11:06 03/27/24
Traffic Stop	22:00:13 03/26/24
Missing Person	15:48:37 03/26/24
Accident PD	13:01:46 03/26/24
Harassment	09:47:31 03/26/24
Trespassing	06:39:59 03/26/24
Juvenile Prob	01:22:24 03/26/24
Suspicious	21:04:48 03/25/24
Mental Issue	20:34:18 03/25/24
Traffic Stop	20:28:17 03/25/24
Traffic Stop	20:14:10 03/25/24
Unknown Problem	17:00:21 03/25/24
Sex Offense	15:44:17 03/25/24
Fraud	14:15:56 03/25/24
Trespassing	13:41:55 03/25/24
Medical	13:20:21 03/25/24
Information	12:59:33 03/25/24
Traffic Compl	12:45:57 03/25/24
Traffic Stop	12:34:14 03/25/24
Traffic Stop	12:24:29 03/25/24
Ord Viol EPD	10:18:13 03/25/24
Suspicious	10:11:42 03/25/24
Parking Problem	08:12:53 03/25/24
Traffic Stop	23:22:46 03/24/24
DWP	22:23:32 03/24/24
Traffic Stop	22:10:05 03/24/24
Traffic Stop	20:44:31 03/24/24
DUI	19:10:41 03/24/24
Medical	19:01:47 03/24/24

Nature	Reported
Welfare Check	17:50:57 03/24/24
Alarm Medical	16:04:59 03/24/24
Traffic Stop	15:24:41 03/24/24
Traffic Stop	14:22:02 03/24/24
DWP	11:12:28 03/24/24
Burglary Veh	09:27:10 03/24/24
Unattended Dth	02:52:19 03/24/24
Public Assist	01:09:17 03/24/24
Traffic Stop	00:53:38 03/24/24
Parking Problem	00:25:39 03/24/24
Traffic Stop	23:08:51 03/23/24
Traffic Stop	22:37:02 03/23/24
Traffic Stop	22:16:30 03/23/24
Traffic Stop	21:16:09 03/23/24
Medical	20:41:05 03/23/24
Disturb Peace	17:09:08 03/23/24
Warrant Arrest	15:21:11 03/23/24
Found Property	15:18:11 03/23/24
911 AHM	15:06:25 03/23/24
Traffic Stop	14:49:48 03/23/24
Traffic Stop	14:36:46 03/23/24
Traffic Stop	14:31:59 03/23/24
Traffic Stop	12:22:56 03/23/24
Traffic Stop	12:08:41 03/23/24
Stray Dog	11:31:41 03/23/24
Traffic Stop	10:42:35 03/23/24
Traffic Stop	09:39:30 03/23/24
Parking Problem	06:40:57 03/23/24
911 AHM	04:39:28 03/23/24
Traffic Stop	03:10:01 03/23/24
Traffic Stop	23:15:39 03/22/24
Traffic Stop	22:28:53 03/22/24
Traffic Stop	22:00:30 03/22/24
Welfare Check	20:53:01 03/22/24
Identity Theft	20:02:51 03/22/24
Accident PD	19:21:35 03/22/24
Information	16:16:21 03/22/24
DUI	15:31:49 03/22/24
Traffic Stop	15:05:41 03/22/24
Traffic Stop	14:54:14 03/22/24
Warrant Arrest	14:15:47 03/22/24
Suicidal Subj	12:50:43 03/22/24
Traffic Stop	12:10:04 03/22/24
Agency Assist	12:01:52 03/22/24

Nature	Reported
Traffic Hazard	05:28:49 03/22/24
Suspicious Veh	22:24:54 03/21/24
Suspicious	15:42:48 03/21/24
ATLC	14:55:15 03/21/24
ABANDONED VEH	13:51:58 03/21/24
Accident PI	12:31:48 03/21/24
Accident PD	12:06:49 03/21/24
Traffic Stop	12:04:57 03/21/24
Traffic Stop	11:53:25 03/21/24
Traffic Stop	11:41:55 03/21/24
Parking Problem	09:20:50 03/21/24
Medical	02:41:28 03/21/24
Runaway	22:44:34 03/20/24
Public Assist	20:23:29 03/20/24
Domestic	18:04:11 03/20/24
Accident PD	17:54:38 03/20/24
Property Damage	17:18:17 03/20/24
Traffic Stop	16:36:46 03/20/24
Found Property	15:40:50 03/20/24
Accident PD	11:06:13 03/20/24
Traffic Stop	10:42:25 03/20/24
Traffic Stop	10:01:51 03/20/24
Traffic Stop	09:46:06 03/20/24
Traffic Stop	09:18:53 03/20/24
Traffic Stop	08:50:53 03/20/24
Traffic Stop	08:17:54 03/20/24
Medical	07:47:10 03/20/24
Fire Structure	07:24:19 03/20/24
Domestic	02:13:19 03/20/24
Suspicious	21:56:06 03/19/24
Traffic Stop	20:53:59 03/19/24
Domestic	20:04:08 03/19/24
Agency Assist	19:09:21 03/19/24
Welfare Check	18:24:24 03/19/24
911 AHM	18:01:37 03/19/24
Unattended Dth	16:26:21 03/19/24
Traffic Hazard	15:51:38 03/19/24
Traffic Stop	13:22:32 03/19/24
Suspicious Veh	01:59:20 03/19/24
Traffic Stop	00:07:45 03/19/24
Suspicious	23:22:20 03/18/24
Traffic Stop	23:07:29 03/18/24
Traffic Stop	21:14:25 03/18/24
Medical	20:15:02 03/18/24

Nature	Reported
CPO NCO Viol	19:14:56 03/18/24
Custodial Int	16:57:00 03/18/24
Traffic Stop	16:41:28 03/18/24
Agency Assist	16:34:02 03/18/24
Parking Problem	15:30:27 03/18/24
Civil Standby	14:46:25 03/18/24
Alarm Fire	03:24:00 03/18/24
Traffic Stop	23:55:10 03/17/24
911 AHM	23:39:04 03/17/24
911 AHM	23:36:43 03/17/24
Animal Cmplnt	23:05:17 03/17/24
Traffic Stop	22:40:34 03/17/24
Traffic Stop	21:18:06 03/17/24
Traffic Stop	20:56:34 03/17/24
CPO NCO Viol	18:15:21 03/17/24
Traffic Stop	17:31:24 03/17/24
Traffic Stop	17:19:28 03/17/24
DUI	15:20:02 03/17/24
Accident PD	14:50:10 03/17/24
Public Assist	13:51:29 03/17/24
Parking Problem	13:35:16 03/17/24
Parking Problem	13:23:25 03/17/24
Fire Structure	12:34:24 03/17/24
Traffic Stop	12:22:58 03/17/24
Parking Problem	07:59:11 03/17/24
Public Assist	23:50:03 03/16/24
Animal Cmplnt	23:19:11 03/16/24
Traffic Stop	22:00:00 03/16/24
Juvenile Prob	21:37:38 03/16/24
Intoxication	20:02:26 03/16/24
Traffic Stop	19:54:12 03/16/24
Traffic Stop	19:43:16 03/16/24
Property Damage	18:08:36 03/16/24
Accident PD	16:39:35 03/16/24
Traffic Stop	16:10:28 03/16/24
Funeral Escort	14:37:25 03/16/24
Wanted Person	13:08:10 03/16/24
Ord Viol EPD	12:48:47 03/16/24
Stray Dog	11:09:12 03/16/24
Traffic Stop	10:55:00 03/16/24
Civil Compl	09:36:46 03/16/24
Fire Smoke Rpt	03:20:11 03/16/24
911 AHM	02:09:46 03/16/24
Traffic Stop	23:03:57 03/15/24

Nature	Reported
Public Assist	22:00:00 03/15/24
Juvenile Prob	21:25:31 03/15/24
Welfare Check	21:15:18 03/15/24
CPO NCO Viol	20:40:43 03/15/24
Public Assist	20:07:19 03/15/24
Traffic Stop	18:22:03 03/15/24
Traffic Stop	18:01:23 03/15/24
Elder Abuse	16:42:44 03/15/24
Welfare Check	13:24:57 03/15/24
Public Assist	12:34:36 03/15/24
Medical	06:55:11 03/15/24
Agency Assist	02:07:58 03/15/24
Warrant Arrest	22:23:12 03/14/24
Suspicious	21:56:23 03/14/24
911 AHM	19:00:27 03/14/24
Traffic Stop	18:54:37 03/14/24
Traffic Stop	18:54:08 03/14/24
Traffic Stop	17:24:31 03/14/24
Runaway	15:48:54 03/14/24
Traffic Stop	15:45:45 03/14/24
Traffic Stop	15:36:14 03/14/24
Stray Dog	15:21:08 03/14/24
Traffic Stop	14:26:20 03/14/24
Traffic Stop	13:55:25 03/14/24
Traffic Stop	13:21:36 03/14/24
Medical	13:12:25 03/14/24
Traffic Stop	12:59:05 03/14/24
Accident PD	09:18:42 03/14/24
Curfew	02:55:38 03/14/24
Traffic Stop	01:05:29 03/14/24
Alcohol Viol	23:01:51 03/13/24
Medical	22:55:09 03/13/24
Agency Assist	20:48:21 03/13/24
Alarm Bus	20:08:59 03/13/24
Indecent Exp	17:08:57 03/13/24
Sex Offense	16:02:08 03/13/24
Sex Offense	14:39:02 03/13/24
Warrant Arrest	13:23:50 03/13/24
Public Assist	12:06:44 03/13/24
Suspicious	12:01:04 03/13/24
Sex Off FTR	10:01:08 03/13/24
Stalking	09:45:31 03/13/24
Traffic Stop	08:02:26 03/13/24
Medical	03:10:13 03/13/24

Nature	Reported
Suspicious Veh	01:29:11 03/13/24
Traffic Stop	22:44:17 03/12/24
Suicidal Subj	22:42:20 03/12/24
Welfare Check	21:26:48 03/12/24
Alarm Medical	21:13:14 03/12/24
Disorderly	20:21:48 03/12/24
Suicidal Subj	19:06:36 03/12/24
CPO NCO Viol	19:01:06 03/12/24
Disorderly	17:07:09 03/12/24
Accident PD	16:36:28 03/12/24
Civil Compl	14:04:36 03/12/24
Traffic Compl	00:12:20 03/12/24
Traffic Stop	23:09:56 03/11/24
Traffic Compl	18:44:36 03/11/24
Traffic Stop	17:33:01 03/11/24
Found Property	16:51:42 03/11/24
Missing Person	14:04:05 03/11/24
Parking Problem	13:54:43 03/11/24
Ord Viol EPD	13:15:06 03/11/24
Traffic Compl	12:30:14 03/11/24
Threats	12:26:59 03/11/24
Public Assist	06:26:23 03/11/24
911 AHM	00:35:45 03/11/24
DUI	20:42:16 03/10/24
Accident PI	19:03:21 03/10/24
Fraud	18:16:10 03/10/24
Traffic Stop	16:10:21 03/10/24
Accident HR	15:25:55 03/10/24
Domestic	14:49:28 03/10/24
911 AHM	13:31:26 03/10/24
Traffic Stop	13:20:21 03/10/24
Found Property	12:57:05 03/10/24
Missing Person	11:29:37 03/10/24
ABANDONED VEH	08:52:44 03/10/24
Suspicious Veh	00:52:10 03/10/24
Wanted Person	22:04:46 03/09/24
Suicidal Subj	19:42:17 03/09/24
Agency Assist	17:00:36 03/09/24
Alarm Bus	15:09:03 03/09/24
Domestic	14:09:34 03/09/24
Fraud	03:45:23 03/09/24
DUI	02:30:38 03/09/24
Disturb Peace	01:51:05 03/09/24
Medical	00:19:09 03/09/24

Nature	Reported
Traffic Stop	23:01:45 03/08/24
911 AHM	21:34:48 03/08/24
Traffic Stop	19:43:23 03/08/24
Traffic Stop	19:14:34 03/08/24
Medical	19:12:09 03/08/24
Traffic Stop	18:56:30 03/08/24
Traffic Stop	17:50:07 03/08/24
Traffic Stop	17:42:47 03/08/24
CPO NCO Viol	16:14:36 03/08/24
DUI	16:00:15 03/08/24
Animal Cruelty	15:53:56 03/08/24
Public Assist	15:17:02 03/08/24
Ord Viol EPD	15:06:48 03/08/24
Traffic Compl	14:22:31 03/08/24
Civil Compl	12:51:30 03/08/24
Animal Found	10:59:12 03/08/24
Traffic Stop	08:37:45 03/08/24
Traffic Stop	08:30:23 03/08/24
Extra Patrol	15:59:57 03/07/24
Accident PD	14:55:48 03/07/24
Pornography	13:17:02 03/07/24
ABANDONED VEH	08:08:53 03/07/24
Suspicious	07:37:31 03/07/24
CPO NCO Viol	19:36:36 03/06/24
Property Found	18:31:13 03/06/24
Stray Dog	14:19:20 03/06/24
Stray Dog	13:22:25 03/06/24
Traffic Hazard	12:20:35 03/06/24
Stray Dog	12:20:01 03/06/24
Traffic Stop	07:57:25 03/06/24
Traffic Stop	07:43:20 03/06/24
Medical	05:29:36 03/06/24
Shots Fired	23:49:48 03/05/24
Welfare Check	21:50:58 03/05/24
Stray Dog	20:15:31 03/05/24
Medical	18:36:22 03/05/24
Fire Smoke Rpt	15:59:39 03/05/24
Traffic Stop	15:47:51 03/05/24
Medical	15:25:41 03/05/24
Theft	14:51:07 03/05/24
Traffic Stop	14:10:52 03/05/24
Ord Viol EPD	14:00:19 03/05/24
Agency Assist	11:02:26 03/05/24
Ord Viol EPD	08:55:16 03/05/24

Nature	Reported
Accident PD	07:50:00 03/05/24
Medical	03:31:38 03/05/24
Public Assist	03:06:02 03/05/24
Intoxication	00:59:06 03/05/24
Suspicious	00:36:09 03/05/24
Juvenile Prob	22:07:49 03/04/24
Domestic	19:44:40 03/04/24
Agency Assist	18:20:40 03/04/24
Battery	14:30:25 03/04/24
Drugs PCS	10:47:14 03/04/24
Disturb Peace	08:56:01 03/04/24
Information	08:35:29 03/04/24
ABANDONED VEH	08:14:51 03/04/24
Accident HR	07:47:56 03/04/24
Traffic Stop	07:18:51 03/04/24
DUI	22:07:24 03/03/24
Suspicious	19:59:35 03/03/24
Traffic Stop	18:35:24 03/03/24
Traffic Stop	18:09:04 03/03/24
Animal Found	17:21:51 03/03/24
Mental Issue	12:54:14 03/03/24
Traffic Stop	07:59:54 03/03/24
Agency Assist	07:56:44 03/03/24
Traffic Compl	05:24:01 03/03/24
Suspicious	03:32:58 03/03/24
Suicidal Subj	22:17:36 03/02/24
Agency Assist	21:28:24 03/02/24
Suspicious Veh	21:21:06 03/02/24
Animal Cmplnt	20:54:29 03/02/24
Accident PI	20:18:10 03/02/24
Traffic Stop	20:01:36 03/02/24
Harassment	19:58:26 03/02/24
Traffic Compl	17:41:32 03/02/24
Warrant Arrest	17:16:33 03/02/24
Stalking	15:16:50 03/02/24
Animal Cmplnt	15:10:14 03/02/24
Traffic Stop	13:57:26 03/02/24
Stray Dog	12:39:46 03/02/24
Traffic Compl	11:47:47 03/02/24
Traffic Stop	11:27:54 03/02/24
Traffic Stop	11:13:45 03/02/24
Traffic Stop	11:03:37 03/02/24
Traffic Stop	10:15:17 03/02/24
Traffic Stop	10:01:01 03/02/24

Nature	Reported
Traffic Stop	09:08:33 03/02/24
Traffic Stop	08:37:53 03/02/24
Stray Dog	07:59:25 03/02/24
Traffic Stop	07:26:55 03/02/24
Slide Off	06:20:15 03/02/24
Alarm Bus	06:11:21 03/02/24
Medical	02:33:34 03/02/24
Traffic Stop	23:57:49 03/01/24
911 AHM	23:15:04 03/01/24
DUI	23:12:05 03/01/24
Domestic	22:20:07 03/01/24
Motorist Assist	21:39:55 03/01/24
Traffic Stop	21:12:08 03/01/24
Traffic Stop	21:01:01 03/01/24
Traffic Stop	19:38:04 03/01/24
Traffic Stop	19:18:27 03/01/24
Traffic Hazard	19:11:21 03/01/24
Traffic Stop	18:57:30 03/01/24
Traffic Stop	18:56:37 03/01/24
Traffic Stop	18:43:22 03/01/24
Traffic Compl	18:05:11 03/01/24
Traffic Hazard	17:40:01 03/01/24
Accident PD	17:29:08 03/01/24
Suspicious	17:09:44 03/01/24
Juvenile Prob	15:40:09 03/01/24
Suicidal Subj	14:54:55 03/01/24
Medical	14:19:21 03/01/24
Animal Found	14:08:29 03/01/24
Tobacco Viol	13:33:27 03/01/24
Ord Viol EPD	13:11:17 03/01/24
Ord Viol EPD	13:01:57 03/01/24
Suspicious	08:08:51 03/01/24
Burglary Bus	02:01:06 03/01/24

City's Strategic Pillars
04/23/24

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

EXPENDITURE REQUIRING AUTHORIZATION / PURPOSE OF EXPENDITURE

- 03/06/24 Core & Main LP, Water Meter - \$9,743.40
- 03/15/24 Keller Associates, 2022 Water Master Plan - \$5,815.00
- 03/15/24 Keller Associates, 12th & Substation Intersection - \$10,289.00
- 03/11/24 Xylem Water Solutions USA Inc, Public Works - \$8,374.08
- 03/21/24 RCI Mechanical LLC, Locust Pump House - \$13,359.00
- 03/27/24 Huber Technology Inc, WWTP - \$7,863.37
- 04/01/24 Morrow Electric, Splash Pad - \$12,850.00
- 04/01/24 Morrow Electric, Locust Well - \$9,630.00

TRAINING

- None

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. Airport Committee is working well and having monthly meetings
4. Complete all concrete at splash pad
5. Install new irrigation for splash pad.

PLAN FOR NEXT 30 DAYS

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

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