

**LEGAL NOTICE**  
**NOTICE OF PUBLIC HEARING**  
**PROPOSED BUDGET FOR EMMETT, IDAHO**  
**FOR THE FISCAL YEAR 2019-2020**

Notice is hereby given that the City Council of Emmett, Idaho, will hold a public hearing for the consideration of the proposed budget for the fiscal period October 1, 2019 to September 30, 2020 pursuant to the provisions of Section 50-1002, Idaho Code, said hearing to be held at Emmett City Hall, 501 East Main St., Emmett, Idaho at 7:00 P.M. on August 13, 2019. All interested persons may appear and show cause, if any, why such budget should or should not be adopted. Copies of the proposed budget are available at City Hall during regular office hours, Monday thru Friday 8:00 a.m. to 5:00 p.m. If accommodation for a disability is needed, please call City Hall at (208) 365-6050 at least 48 hours prior to the public hearing.

**PROPOSED EXPENDITURES**

	<b>FY 17/18</b> Actual	<b>FY 18/19</b> Budget	<b>FY 19/20</b> Proposed
<b>General Fund</b>			
Police Department	1,247,216	1,330,011	1,378,763
Fire Department	361,997	274,544	274,725
General & Administration	824,278	901,824	986,228
<b>General Fund Totals</b>	<b>2,433,491</b>	<b>2,506,379</b>	<b>2,639,716</b>
Road & Street Fund	488,749	514,476	527,080
Library Fund	206,743	238,530	249,349
Perpetual Care	-0-	2,600	3,100
Cemetery Fund	102,091	117,696	114,879
Water Fund	1,665,015	1,733,400	1,857,300
Sewer Fund	2,337,808	2,114,800	2,451,800
Sanitation Fund	536,523	529,230	565,250
Arts Commission	33	650	650
Projects	-0-	2,000	3,000
Development	866	-0-	-0-
<b>Total</b>	<b>5,337,828</b>	<b>5,253,382</b>	<b>5,772,408</b>
<b>Total All Funds</b>	<b>7,771,319</b>	<b>7,759,761</b>	<b>8,412,124</b>

### PROPOSED REVENUES

	<b>FY 17/18 Actual</b>	<b>FY 18/19 Budget</b>	<b>FY 19/20 Proposed</b>
<b><u>Property Tax Levy</u></b>			
General Fund	1,390,408	1,445,031	1,503,873
Road & Street Fund	69,226	72,484	75,436
Library Fund	167,711	173,617	180,687
Cemetery	33,917	34,689	36,101
<b>Total Proposed Tax Levy</b>	<b>1,661,262</b>	<b>1,725,821</b>	<b>1,796,097</b>

### REVENUE SOURCES OTHER THAN PROPERTY TAX

General Fund	1,299,485	1,061,348	1,135,843
Road & Street Fund	531,505	441,992	451,644
Library Fund	55,491	64,913	68,662
Perpetual Care Fund	4,163	2,600	3,100
Cemetery Fund	82,500	83,007	78,778
Water Fund	1,808,133	1,733,400	1,857,300
Sewer Fund	2,269,258	2,114,800	2,451,800
Sanitation Fund	523,765	529,230	565,250
Arts Commission	-0-	650	650
Projects	500	2,000	3,000
Development	-0-	-0-	-0-
<b>Total Other Sources</b>	<b>6,574,800</b>	<b>6,033,940</b>	<b>6,616,027</b>

<b>Total Revenue</b>	<b>8,236,062</b>	<b>7,759,761</b>	<b>8,412,124</b>
----------------------	------------------	------------------	------------------

The proposed expenditures and revenues for the fiscal year 2019-2020 have been tentatively approved by the City Council. Publication dates for the notice of the public hearing are July 31, 2019 and August 6, 2019 - published in the Messenger Index.

Dated this 24<sup>th</sup> July, 2019  
Lyleen Jerome/ City Clerk



# CITY OF EMMETT

## Office of the City Clerk

501 East Main Street  
Emmett, Idaho 83617

**Gordon Petrie, Mayor**  
Lyleen Jerome, Clerk  
Jake Sweeten, Attorney

Council President: Michelle Welch  
Councilmen: Shawn Alder  
Eltona Henderson  
Steve Nebeker  
Gary Resinkin  
Mike Stout

August 13, 2019

### PUBLIC HEARING PROPOSED BUDGET FOR FISCAL YEAR 2019-2020

City Clerk is requesting from the City Council a MOTION TO APPROVE PROPOSED EXPENDITURES AND REVENUES FOR FISCAL YEAR 2019-2020 IN THE AMOUNT OF \$8,412,124.00

Thank you,

Lyleen Jerome  
City Clerk

**Legal Notice for City of Emmett**  
**NOTICE OF PUBLIC HEARING**

The Emmett City Council will hold a public hearing on Tuesday, August 13, 2019 at 7:00 PM at Emmett City Hall, 501 E. Main Street, Emmett, Idaho to increase the Emmett Municipal Airport open tie-down fee and hangar lease fee:

**Current** - Open tie-down fee is \$150.00 annually.

**Proposed** – Increase open tie-down fee to \$225.00 annually.

**Current** - Hangar lease fee is based upon size of hangar (\$150 per tie-down), between 1 to 4 tie-down fees + \$50.00 annually.

**Proposed** – Hangar lease fee is based upon size of hangar (\$225 per tie-down), between 1 to 4 tie-down fees + \$50.00 annually.

The proposal is available for review from 8:00 A.M. to 5:00 P.M. Monday thru Friday in the City of Emmett Zoning office, 601 E. 3rd Street, Emmett, Idaho, 83617.

Any written comments need to be received by the Emmett Public Works office no later than 12:00 P.M. on August 5, 2019.

Clint Seamons, Superintendent of Public Works

Please Publish July 31st, 2019

Please Publish August 7th, 2019



CITY OF EMMETT  
PUBLIC WORKS DEPARTMENT

601 East 3<sup>rd</sup> Street  
Emmett, Idaho 83617

Gordon Petrie, Mayor  
Lyleen Jerome City Clerk  
Jake Sweeten, Attorney  
Michelle Welch – City Council President

Councilman: Mike Stout  
Eltona Henderson  
Shawn Alder  
Steve Nebeker  
Gary Resinkin

City of Emmett  
Mayor Gordon Petrie  
Emmett City Council

Thursday, August 08, 2019

RE: “Approval of increasing the Emmett Municipal Airport open tie-down fee to \$225.00 annually and hangar lease fee based upon size of hangar (\$225 per tie-down), between 1 to 4 tie-down fees plus \$50.00 annually.”

Mayor, City Council:

[ X ] Concur with approval of increasing the Emmett Municipal Airport open tie-down fee to \$225.00 annually and hangar lease fee based upon size of hangar (\$225 per tie-down), between 1 to 4 tie-down fees plus \$50.00 annually.

Attached is the legal notice as Exhibit A.

I recommend the following motion: **"Motion to approve increasing the Emmett Municipal Airport open tie-down fee to \$225.00 annually and hangar lease fee based upon size of hangar (\$225 per tie-down), between 1 to 4 tie-down fees plus \$50.00 annually."**

Sincerely,

Clint Seamons  
Superintendent of Public Works

# City of Emmett Council Meeting

July 23, 2019

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

**Council Present:** Council President Michelle Welch, Councilman Shawn Alder, Councilman Gary Resinkin, Councilman Steve Nebeker, Councilman Mike Stout

**Council Absent:** Councilman Tona Henderson

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

**Public Present:** Gerald Turner – 5274 E 2<sup>nd</sup> St, Aaron Lorcher – 618 S. Commercial, Laurie Boston – 350 E Main St, Brooke Roehr – 3150 Fuller Rd, Al Cinnamon – 610 Hawthorne, Diana Baird – Messenger Index, Lyn McCaulou – 330 E Main St., Joanna Hussman – 330 E. Main St, Calvin Hussman – 3040 Frozen Dog Rd, Jason Taylor – 3040 Frozen Dog Rd.

**Amendments to the Agenda:** None

Councilman Nebeker **MADE A MOTION TO APPROVE THE AGENDA AS PRESENTED, SECONDED, 5 - AYES, 0- NOES. Motion Carried.**

**Declaration of Conflicts of Interest:** Councilman Nebeker recused himself from the discussion pertaining to the Item G. re: The Approval of Agreement for Professional Services to Keller Associates, Inc.

**Declaration of Council Members' Discussion Outside an Open Meeting:** Councilman Stout brought up a possible Open Meeting violation that occurred on Saturday whereas a discussion took place between Councilman Stout and Councilman Resinkin regarding an issue that occurred at the park in regards to the Show & Shine on July 20<sup>th</sup>, 2019 between the event organizer and Councilman Resinkin. Councilman Resinkin sought out the Mayor's advice and apologized for misunderstanding the advice and how he (Resinkin) had handled the situation at the Park. As no decisions were made between Councilman Resinkin and Councilman Stout it does not constitute as an Open Meeting violation.

## **CONSENT AGENDA:**

- A. **Approval of Minutes** – for the Regular Meeting of June 25, 2019 and July 9, 2019  
Budget Workshop Meeting of July 9, 2019
- B. **Approval of Accounts Payable**
- C. **Approval of Alcohol Permit/Beer License - Off Premises**
  - 1. Gerald Turner Brewery - 527 E. 2nd St. Emmett, ID

Councilman Nebeker made a **MOTION TO ACCEPT THE CONSENT AGENDA AS PRESENTED WITH THE CORRECTION OF ADDING COUNCILMAN HENDERSON AS THE MAKER OF THE MOTION IN THE MINUTES OF THE JUNE 25<sup>TH</sup>, 2019 MINUTES UNDER LETTER J, SECONDED. 5-AYES, 0-NOES. Motion Carried.**

## **ELECTED OFFICIALS:**

- A. **Mayor**
  - 1. Going the Extra Mile Award - Presented to Deputy EMS Chief Len McCaulou and Advanced EMT Joanna Hussman for their extraordinary acts of kindness to an Emmett Citizen.
- B. **Announcements**
- C. **City Council**

## **NON-CONSENT AGENDA**

### **BUSINESS:**

- A. **Approval of Road Closures for Paula Silkwood Scholarship Fun Run.** Brooke Roehr presented a request to have a fun run. Councilman Nebeker made a **MOTION TO APPROVE THE ROAD CLOSURE FOR THE PAULA SILKWOOD SCHOLARSHIP FUN RUN. SECONDED. 5 - AYES, 0 - NOES. Motion Carried**
- B. **Approval of All Hazard Mitigation Plan.** Laurie Boston, Gem County Emergency Manger presented the All Hazard Mitigation Plan. Councilman Nebeker made a **MOTION TO APPROVE THE MAYOR SIGNING THE 2018 ALL HAZARD MITIGATION PLAN FOR THE CITY. SECONDED. 5 – AYES, 0- NOES. Motion Carried.** Mayor Petrie signed and presented document to Ms. Boston.
- C. **National Night Out/ Hero's Ice Cream Event on Thursday August 8 5-8pm.** Laurie Boston, Organizer of Event gave presentation.
- D. **Approval to Send Application to Vacate the Alley Between Carson Street/Oxley Road to the Zoning Commission for a Public Hearing.** Brian Sullivan, Building Official/City Planner read the proposed application. Councilman Nebeker made a **MOTION TO APPROVE TO SEND THE APPLICATION TO VACATE THE ALLEY BETWEEN CARSON STREET/OXLEY ROAD TO THE ZONING COMMISSION. SECONDED. 5 - AYES, 0 - NOES. Motion Carried.**
- E. **Approval of Board Orders for CABLEONE, CENTURYLINK and IDAHO POWER S. Johns Ave 12th St to 4th St Rehab Project.** Councilman Stout made a motion to **APPROVE BOARD ORDERS FOR CABLEONE, CENTURYLINK AND IDAHO POWER S. JOHNS AVE 12TH ST TO 4TH ST REHAB PROJECT AND FOR THE MAYOR TO SIGN. Seconded. 5 - AYES, 0 - NOES. Motion Carried.**

City of Emmett Council Meeting

July 23, 2019

- F. Approval of 12th Street Pathway Change Order #2. Councilman Alder made a **MOTION TO APPROVE THE 12TH STREET PATHWAY CHANGE ORDER #2 FOR THE REMOVAL OF SOLAR RAPID FLASHING BEACONS IN THE AMOUNT OF \$24,000 WITH THE MAYOR TO SIGN. SECONDED. ROLL CALL VOTE. PRESIDENT WELCH - AYE, COUNCILMAN STOUT - AYE, COUNCILMAN NEBEKER - AYE, COUNCILMAN RESINKIN - AYE, COUNCILMAN ALDER - AYE. MOTION CARRIED.**
- G. Approval of Agreement for Professional Services to Keller Associates Inc. Councilman Stout made a **MOTION TO APPROVE THE AGREEMENT FOR THE PROFESSIONAL SERVICES TO KELLER ASSOCIATES FOR THE EMMETT HAWTHORN LIFT STATION UPGRADES IN THE AMOUNT OF \$18,500 AND FOR THE MAYOR TO SIGN. SECONDED. PRESIDENT WELCH - AYE, COUNCILMAN STOUT - AYE, COUNCILMAN ALDER - AYE COUNCILMAN RESINKIN - AYE. COUNCILMAN NEBKER ABSTAINED. Motion Carried.**
- H. Approval of Agreement for Professional Services to Keller Associates, Inc. Councilman Nebeker made a **MOTION TO APPROVE THE EMMETT WWTP PRELIMINARY DESIGN FOR INFLUENT SCREEN IMPROVEMENTS IN THE AMOUNT OF \$21,400.00 AND FOR THE MAYOR TO SIGN. SECONDED. ROLL CALL VOTE. PRESIDENT WELCH - AYE, COUNCILMAN STOUT - AYE, COUNCILMAN STOUT - AYE, COUNCILMAN ALDER - AYE, COUNCILMAN RESINKIN - AYE. Motion Carried.**
- I. Approval of MBA Administrators Business Associate Agreement. Councilman Stout made a **MOTION TO APPROVE THE MBA ADMINISTRATOR BUSINESS ASSOCIATE AGREEMENT WITH THE CLERK TO SIGN. SECONDED. ROLL CALL VOTE. PRESIDENT WELCH - AYE, COUNCILMAN STOUT - AYE, COUNCILMAN STOUT - AYE, COUNCILMAN ALDER - AYE, COUNCILMAN RESINKIN - AYE. Motion Carried.**
- J. Approval of 2019 2nd Quarter Financial Report. Councilman Nebeker made a **MOTION TO APPROVE THE 2019 2ND QUARTER FINANCIAL REPORT AND PUBLICATION ON THE WEBSITE. SECONDED. 5 - AYES 0 - NOES. Motion Carried.**
- K. Tentative Approval of 2019-2020 Proposed Budget. Councilman Stout made a **MOTION TO TENTATIVELY APPROVE THE 2019-2020 PROPOSED BUDGET IN THE AMOUNT OF \$8,412,124 AND PUBLISH LEGAL NOTICE FOR A PUBLIC MEETING TO BE HELD ON AUGUST 13, 2019. SECONDED. 5 - AYES, 0 - NOES. Motion Carried.**
- L. Ordinance #O2019-03 Councilman Stout made a **MOTION TO APPROVE ORDINANCE #O2019-03 AN ORDINANCE OF THE CITY OF EMMETT, IDAHO, AMENDING CITY CODE TITLE 4, CHAPTER 1, SECTION 9: FIRE TRUCK CAPITAL IMPROVEMENT FUND TO THE FIRE DEPARTMENT CAPITAL IMPROVEMENT FUND. SECONDED. ROLL CALL VOTE - PRESIDENT WELCH - NAY, COUNCILMAN STOUT - AYE, COUNCILMAN NEBEKER - AYE, COUNCILMAN ALDER - NAY, COUNCILMAN RESINKIN - NAY. Motion Failed.**
- M. Ordinance #O2019-08 Councilman Stout made a **MOTION TO APPROVE ORDINANCE #O2019-08 AN ORDINANCE OF THE CITY OF EMMETT, IDAHO; AMENDING TITLE 1, CHAPTER 5, SECTION 7: SALARIES; ESTABLISHING NEW ANNUAL SALARIES OF THE MAYOR AND COUNCIL MEMBERS. SECONDED. ROLL CALL VOTE - PRESIDENT WELCH - AYE, COUNCILMAN STOUT - AYE, COUNCILMAN NEBEKER - AYE, COUNCILMAN ALDER - NAY, COUNCILMAN RESINKIN - AYE. Motion Carried.** Councilman Stout made a **MOTION TO DISPENSE WITH THE RULE REQUIRING ORDINANCES TO BE READ ON THREE SEPARATE DAYS AND ONCE IN FULL, AND THAT THE ORDINANCE BE READ ONCE (EITHER BY TITLE OR IN FULL). SECONDED. ROLL CALL VOTE. COUNCIL PRESIDENT WELCH - AYE, COUNCILMAN STOUT - AYE, COUNCILMAN NEBEKER - AYE, COUNCILMAN ALDER - AYE, COUNCILMAN RESINKIN - AYE. MOTION CARRIED.** Councilman Stout made a **MOTION TO ACCEPT THE FIRST AND ONLY READING OF ORDINANCE O2019-08, DIRECT THE MAYOR TO SIGN, AND DIRECT THAT IT BE PUBLISHED BY SUMMARY. SECONDED. ROLL CALL VOTE. COUNCIL PRESIDENT WELCH - AYE, COUNCILMAN STOUT - AYE, COUNCILMAN NEBEKER - AYE, COUNCILMAN ALDER - AYE, COUNCILMAN RESINKIN - AYE. MOTION CARRIED.**
- N. Ordinance #O2019-09 Councilman Nebeker made a **MOTION APPROVE AN ORDINANCE ANNEXING TO THE CITY OF EMMETT, IDAHO, CERTAIN REAL PROPERTY LOCATED IN THE UNINCORPORATED AREA OF GEM COUNTY, IDAHO, AND CONTIGOUS TO THE CORPORATE LIMITS OF THE CITY OF EMMETT, IDAHO; ESTABLISHING THE ZONING CLASSIFICATIONS OF SAID REAL PROPERTY; DIRECTING THAT COPIES OF THIS ORDINANCE BE FILED AS PROVIDED BY LAW; AND PROVIDING AN EFFECTIVE DATE AND TO DISPENSE WITH THE RULE REQUIRING ORDINANCES TO BE READ ON THREE SEPARATE DAYS AND ONCE IN FULL, AND THAT THE ORDINANCE BE READ ONCE (EITHER BY TITLE OR IN FULL). SECONDED. ROLL CALL VOTE. COUNCIL PRESIDENT WELCH - AYE, COUNCILMAN STOUT - AYE, COUNCILMAN NEBEKER - AYE, COUNCILMAN ALDER - AYE, COUNCILMAN RESINKIN - AYE. MOTION CARRIED.** Councilman Nebeker made a **MOTION TO ACCEPT THE FIRST AND ONLY READING OF ORDINANCE #O2019-09, DIRECT THE MAYOR TO SIGN, AND DIRECT THAT IT BE PUBLISHED BY SUMMARY. SECONDED. ROLL CALL VOTE. COUNCIL PRESIDENT WELCH - AYE, COUNCILMAN STOUT - AYE, COUNCILMAN NEBEKER - AYE, COUNCILMAN ALDER - AYE, COUNCILMAN RESINKIN - AYE. MOTION CARRIED.**

**REPORTS:**

**Building Official/City Planner** – Brian Sullivan – Gave monthly report.

**City Clerk** – Lyleen Jerome – Gave Monthly report.

**Fire** – Fire Chief – Curt Christensen – Gave Monthly report.

City of Emmett Council Meeting

July 23, 2019

**Library** – Librarian Alyce Kelley – Gave Monthly report.  
**Police** – Chief Kunka – Gave Monthly report.  
**Public Works** – Clint Seamons – Gave Monthly report.  
**System Administrator** – Mike Knittel – Gave Monthly report.  
**Economic Development** – Krista Cole – Not present.  
**Engineer** – None

**EXECUTIVE SESSION**

Councilman Stout made a **MOTION TO GO INTO EXECUTIVE SESSION 74-206(b) TO CONSIDER THE EVALUATION, DISMISSAL OR DISCIPLINING OF, OR TO HEAR COMPLAINTS OR CHARGES BROUGHT AGAINST A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER OR INDIVIDUAL AGENT, OR PUBLIC SCHOOL STUDENT. SECONDED. ROLL CALL VOTE. COUNCIL PRESIDENT WELCH – AYE, COUNCILMAN STOUT – AYE, COUNCILMAN NEBEKER – AYE, COUNCILMAN ALDER – AYE, COUNCILMAN RESINKIN – AYE. MOTION CARRIED. COUNCIL WENT INTO EXECUTIVE SESSION AT 9:03 PM. RETURNED AT 9:20 PM**

Councilman Alder **MADE A MOTION TO ADJOURN, SECONDED, 5 – AYES, 0 – NOES. Motion Carried.**

Meeting Adjourned at 9:22 p.m.

---

Mayor Gordon Petrie

---

Lyleen Jerome, City Clerk



**ORDINANCE #O2019-10**

**AN ORDINANCE TITLED THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 APPROPRIATING THE SUM OF \$8,412,124 TO DEFRAY THE EXPENSE AND LIABILITIES OF THE CITY OF EMMETT, IDAHO FOR SAID FISCAL YEAR, AUTHORIZING A LEVY OF A SUFFICIENT TAX UPON THE TAXABLE PROPERTY AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATION IS MADE.**

**BE IT ORDAINED** by the Mayor and City Council of Emmett, Gem County, Idaho.

**Section 1:** That the sum of \$8,412,124 be, and the same is appropriated to defray the necessary expenses and liabilities of the City of Emmett, Gem County, Idaho for the fiscal year beginning October 1, 2019.

**Section 2:** The objects and the purposes for which such appropriation is made, and the amount of each object and purpose is as follows:

**ESTIMATED EXPENDITURES:**

<b>GENERAL FUND</b>	<b>AMOUNT APPROPRIATED</b>	<b>AMOUNT TO BE RAISED FROM TAXES</b>
City Council	\$ 88,209	
Executive	\$ 37,475	
City Clerk	\$ 132,088	
City Attorney	\$ 78,625	
Planning & Zoning	\$ 30,203	
Police Department	\$ 1,378,763	
Fire Department	\$ 274,725	
Building Official	\$ 152,608	
Airport	\$ 19,997	
Parks	\$ 124,242	
IT	\$ 322,781	
<b>TOTAL GENERAL FUND APPROPRIATIONS</b>	<b>\$ 2,639,716</b>	<b>\$ 1,503,873</b>

<b>SPECIAL FUNDS</b>	<b>AMOUNT APPROPRIATED</b>	<b>AMOUNT TO BE RAISED FROM TAXES</b>
Road and Street	\$ 527,080	\$ 75,436
Library	\$ 249,349	\$ 180,687
Perpetual Care	\$ 3,100	
Cemetery	\$ 114,879	\$ 36,101
Water	\$ 1,857,300	
Sewer	\$ 2,451,800	
Sanitation	\$ 565,250	
Arts Commission	\$ 650	
Development/Late Comers	\$ 3,000	
<b>TOTAL FUND APPROPRIATIONS</b>	<b>\$ 5,772,408</b>	<b>\$ 292,224</b>

<b>TOTAL EXPENSES</b>	<b>\$ 8,412,124</b>	<b>\$ 1,796,097</b>
-----------------------	---------------------	---------------------

**Section 3:** That a general tax levy on all taxable property within the City of Emmett be levied in an amount allowed by law for the general purposes for said City, for the fiscal year beginning October 1, 2019.

**Section 4:** All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

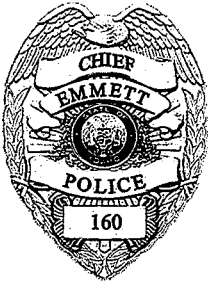
**Section 5:** This ordinance shall take effect and be in full force upon its passage, approval and publication in one issue of the Messenger Index, a newspaper of general circulation in the City of Emmett, and the official newspaper of the City.

**PASSED** under suspension of rules upon which a roll call vote was taken and duly enacted an Ordinance of the City of Emmett, Gem County, Idaho at a convened meeting of the City of Emmett City Council held the 13<sup>th</sup> day of August 2019.

ATTEST:

\_\_\_\_\_  
Mayor Gordon Petrie

\_\_\_\_\_  
Lyleen Jerome, City Clerk



# EMMETT POLICE DEPARTMENT

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

**Steve Kunka, Chief of Police**

Mayor Petrie,  
City of Emmett Council,

The Emmett Police Department has been contacted by Stacey Rosecrans, The director of the Gem County Recovery Community Center, requesting assistance with traffic Control and Safety for the IROAR 2019 motorcycle procession. The procession will be traveling through Emmett on Monday Sept. 2nd 2019 between the hours of 12:30 p.m. and 1:00 p.m. There will be approx. 200 bikes arriving from the West on Highway 52. Stacey is requesting for the Emmett Police Department to assist with the Escort from Washington Ave. and Highway 52 through town northbound to Main St. where the escort will turn west and proceed to the city park. The motorcycles will park on both sides of Main Street in front of the park and courthouse between McKinley Ave. and S. Johns Ave.

I advised Stacey that the Emmett Police Department would be assisting by providing an officer and police car at the front of the escort. The Emmett Police Department will also have 3 other officers blocking intersections at HWY 52 and Washington, 4<sup>th</sup> and Washington, and Main and Washington. If any issues arise I have agreed with Stacey that we will work together to find a solution. Note: Stacey will be contacting the Gem County Sherriff's office to see if they are also willing to assist with the escort.

Steve Kunka,

Chief of Police



# CITY OF EMMETT

## Office of the City Clerk

501 East Main Street  
Emmett, Idaho 83617

**Gordon Petrie, Mayor**  
Lyleen Jerome, Clerk  
Jake Sweeten, Attorney


Council President: Michelle Welch  
Councilmen: Shawn Alder  
Eltona Henderson  
Steve Nebeker  
Gary Resinkin  
Mike Stout

August 13, 2019

Vanguard Cleaning Systems  
Contract of Services beginning October 1, 2019

I am requesting a MOTION to approve signing the contract of services agreement with Vanguard Cleaning Systems with services to begin October 1, 2019.

Thank you,

  
Lyleen Jerome  
City Clerk



## VANGUARD CLEANING SYSTEMS | CLEANING SERVICE AGREEMENT

The undersigned hereby accepts the proposal of VANGUARD CLEANING SYSTEMS to supply janitorial services for your premises located at:

**City of Emmett  
501 E. Main St.  
Emmett, ID83617**

with the following terms:

1. Beginning \_\_\_\_\_ Vanguard Cleaning Systems of Northwest will arrange for delivery of the professional commercial cleaning services described on the preceding "Areas to be Serviced" and "Service Schedule" in the evenings, after 6pm, **1 X Week on at a monthly cost of \$350.00.** Carpet Shampoo, Stripping and Waxing of tiled areas, Scrubbing and Recoating with wax, and Window Cleaning services are available upon request at an additional charge.
2. Client accepts that the services to be provided under the Service Schedule will be delegated by Company to an independently-owned Vanguard Cleaning Systems franchisee. Client agrees to inform Company if dissatisfied with the Service Provider or the services so any appropriate corrections can be made.
3. The contract price under "Pricing and Specifications" on the Service Schedule is applicable for one year from the date of this Agreement for the services identified on, and to be delivered at the intervals provided in, the Service Schedule. The price is subject to adjustment based upon substantial changes in occupancy or cleaning requirements. Either Client or Company can cancel this Agreement by giving 30 days advance written notice of cancellation to the other party. Any modification to this Agreement must be in writing and signed by Client and Company. This agreement automatically extends for additional 1 year periods unless Client or Company gives 30 days advance notice of cancellation during a period. Cleaning equipment and supplies are included in the price, except for toiletries, liners and paper supplies, which can be purchased through Company. Please see attached price list.
4. Client will be invoiced each month for that month's service, with payment due by the 5th of the following month. Payments not received by the 10<sup>th</sup> of the month in which they are due are delinquent and subject to a service charge. Company can suspend services pending receipt of late payments without liability. The contract price excludes any use tax, tax on sales, services or supplies, or other such tax, which are payable by Client. Client will reimburse Company for any taxes paid by Company on Client's behalf.
5. Services are not provided on New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day, unless separate arrangements are made for an additional charge. The contract price is not pro-rated or reduced for non-performance of scheduled services on the noted holidays.
6. Client will deliver to Company with a signed copy of this Agreement one set of keys for the Service Provider, which will be returned to Client if this Agreement is cancelled. Client understands that Service Provider cannot make an agreement on Company's behalf.
7. Pre-Cleaning service charge:       N/A

### ACCEPTED:

\_\_\_\_\_  
City of Emmett

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed

Aaron Baldwin  
Vanguard Cleaning Systems

Outside Sales  
Title

\_\_\_\_\_  
Date Signed



5225 W 2400 S  
 Salt Lake City, UT 84120  
 Phone: (801) 975-7300  
 Fax: (801) 977-8833

INVOICE #: S6764755.001  
 INVOICE DATE: 07/23/19  
 P/O #: DUCT  
 REL #:

**REMIT TO:**  
 Codale Electric Supply  
 P.O. Box 740525  
 Los Angeles, CA 90074-0525

Tel: 801 - 975 - 7300

**SHIP TO:**  
 CITY OF EMMETT  
 501 E MAIN ST  
 EMMETT ID 83617

**BILL TO:**

1077 1 MB 0.428 E0182X I0295 D5076032932 S2 P6594190 0001:0001



CITY OF EMMETT  
 501 E MAIN ST  
 EMMETT ID 83617-3046



ORDER DATE	SHIP DATE	WRITER	TERMS	SHIP VIA	TAX BR	ORDERED BY
07/02/19	07/23/19	Anthony Beckstrom	NET 25TH OF MONTH	128 SE IDAHO	25	
ORDER QTY	SHIP QTY	DESCRIPTION	NET PRC	EXT PRC		
5000ft	5000ft	DURALINE 10008724 18/14 4WAY FUTUREPATH ORANGE JACKET W#20 WIRE MICRODUCTS BLUE BROWN GREEN & ORANGE	1.500ft	7500.00		
15000ft	15000ft	DURALINE SILICORE 1-1/4IN RIBBED SDR11 3-COLOR BLUE GREEN RED MUST BE PARALLEL WRAPPED 3X2500FT	0.510ft	7650.00		

07-24-2019 07:47:30 AM  
 S6764755.001

All sales subject to Codale Terms and Conditions(T&C's)  
 Available at [www.codale.com/terms](http://www.codale.com/terms)  
 Sales Tax is Not included in any Bid

Mike Knittel

**Net Amt** 15150.00  
**Sales Tax** 0.00  
**Total** 15150.00

NET 25TH OF MONTH

**BRANCH LOCATIONS**

SALT LAKE CITY, UT • OREM, UT • PRICE, UT • BLANDING, UT • OGDEN, UT • CEDAR CITY, UT • ST. GEORGE, UT • LOGAN, UT • VERNAL, UT • ELKO, NV • LAS VEGAS, NV | AFFILIATE • ROCK SPRINGS, WY • CASPER, WY



Pay Estimate Period	
06/29/2019-7/31/2019	
<b>Asphalt Patching &amp; Driveways</b>	<b>\$61,905.80</b>
<b>Pay Request #2</b>	

Date: August 7, 2019  
 To: Clint Seamons  
 601 E 3<sup>rd</sup> Street  
 Emmett, ID 83617  
 Subject: 12th Street Pathway Pay Application 2

**Pay Request #2**  
**Pay to Order of:**

**Asphalt Patching & Driveways**  
**PO Box 702**  
**Nampa, ID 83653**

For City review and approval, we have enclosed the following items:

Pay Request No.	Pay Estimate Period	Project No.	Description
2	6/29/2019 - 7/31/2019	210022-046	Pay Request #2 includes Concrete Sidewalk, ¾-Aggregate, Plant Mix Asphalt, Sediment Control, Manhole Adjustment, Junction Box Adjustment, Remove and Relocate Sprinkler, and Landscape Repair.

Item	Contract Amount	Amount Requested this Period	Total Recommended for Payment to Date	Percent Complete
Asphalt P&D, Contract	\$170,774.00	\$61,905.80	\$87,238.50	51.1%

We have reviewed the attached Asphalt Patching & Driveways Pay Request and recommend the City pay the requested amount. If the attached pay request is found acceptable, please sign.

  
 \_\_\_\_\_  
 Engineer Signature 8/7/19  
Date

\_\_\_\_\_  
 City Signature Date

Enclosure(s): Asphalt Patching and Driveways Pay Request #2 (July 31, 2019)

**INVOICE**

SUBMITTED BY: Asphalt Driveways & Patching  
ADDRESS: Po Box 702  
CITY: Idaho Falls, ID 83403

TO: City of Emmett  
601 E. 3rd St  
Emmett, ID 83617

Invoice No. 9192

Invoice Date 07/31/2019

Work Completed thru 07/31/2019

**CONTRACTOR'S PAYMENT REQUEST**

CONTRACT: 210022-046  
12th Street Pathway

ORIGINAL CONTRACT SUM .....	\$ <u>182,514.00</u>
PLUS: CHANGE ORDERS .....	\$ <u>-11,740.00</u>
CONTRACT SUM TO DATE .....	\$ <u>170,774.00</u>
TOTAL COMPLETED & STORED TO DATE .....	\$ <u>91,830.00</u>
LESS: RETAINAGE .....	\$ <u>29,591.50</u>
EARNED TO DATE LESS RETAINAGE .....	\$ <u>62,238.50</u>
LESS PREVIOUS BILLINGS .....	\$ <u>25,332.70</u>
CURRENT PAYMENT DUE .....	\$ <u>36,905.80</u>

Denise Henderson 07/31/2019  
(Signature) (Date)  
Denise L Henderson, Bookkeeper  
(Name) (Title)

S:\Forms\Subcontracts\PAYROST.XLS\Sheet1

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):		12TH STREET PATHWAY		Application Number: 2							
Application Period:		07/01/2019-07/31/2019		Application Date: 7/31/2019							
Item			A								
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F/B)	Balance to Finish (B - F)
0706.4.1.E.1	CONCRETE SIDEWALK, THICKNESS 5"	235	SY	\$52.00	\$12,220.00	235	\$12,220.00		\$12,220.00	100.0%	\$6,000.00
0706.4.1.H.1	PEDESTRIAN RAMP W/ DETECTABLE WARNING DOME, TYPE 12G	5	EA	\$2,400.00	\$12,000.00						
0802.4.1.B.1	CRUSHED AGGREGATE FOR BASE, TYPE 1	480	TON	\$42.00	\$20,160.00	480	\$20,160.00		\$20,160.00	100.0%	
0810.4.1.A.1	PLANT MIX PAVEMENT, TYPE SP3 PG 58-28	260	TON	\$125.00	\$32,500.00	260	\$32,500.00		\$32,500.00	100.0%	
1001.4.1.A.1	SEDIMENT CONTROL	1	LS	\$5,200.00	\$5,200.00	1	\$5,200.00		\$5,200.00	100.0%	
1103.4.1.A.1	CONSTRUCTION TRAFFIC CONTROL	1	LS	\$900.00	\$900.00						
1104.4.1.A.1	PAINTED PAVEMENT MARKINGS	108	SF	\$9.00	\$972.00						\$900.00
2010.4.1.A.1	MOBILIZATION, BONDS AND INSURANCE	1	LS	\$9,200.00	\$9,200.00	0.75	\$6,900.00		\$6,900.00	75.0%	\$2,300.00
2030.4.1.A.1	MANHOLE, TYPE SEWER, ADJUST TO GRADE	1	EA	\$650.00	\$650.00	1	\$650.00		\$650.00	100.0%	
2030.4.1.D.1	JUNCTION BOX, ADJUST TO GRADE	6	EA	\$550.00	\$3,300.00	6	\$3,300.00		\$3,300.00	100.0%	
2040.4.1.A.1	FENCE, TYPE 4 CHAIN LINK	1300	LF	\$23.00	\$29,900.00						\$29,900.00
SP 101	CONCRETE CURB W/ FLEXIBLE POST DELINEATORS	2685	LF	\$17.50	\$33,562.00						\$33,562.00
SP 102	MAILBOX EXTENSION	4	EA	\$250.00	\$1,000.00						\$1,000.00
SP 103	DETECTABLE WARNING DOME	1	EA	\$950.00	\$950.00						\$950.00
SP 104	REMOVE EXISTING AND INSTALL NEW MAILBOX	5	EA	\$400.00	\$2,000.00						\$2,000.00
SP 105	REMOVE AND RELOCATE SPRINKLER SYSTEM	1	LS	\$3,200.00	\$3,200.00	1	\$3,200.00		\$3,200.00	100.0%	
SP 106	REMOVE AND RESET STREET SIGN	4	EA	\$300.00	\$1,200.00						\$1,200.00
SP 107	LANDSCAPE REPAIR	1	LS	\$1,600.00	\$1,600.00	0.9	\$1,440.00		\$1,440.00	90.0%	\$160.00
SP 108	SOLAR RECTANGULAR RAPID FLASHING BEACON	1	LS	\$12,000.00	\$12,000.00						\$12,000.00
Change Order 001	ADDITIONAL SIDEWALK										
	ADDITIONAL SOLAR RFB	5	SY	\$52.00	\$260.00	5	\$260.00		\$260.00	100.0%	\$12,000.00
		1	LS	\$12,000.00	\$12,000.00						\$12,000.00
Change Order 002	REMOVAL OF 2 SOLAR RFB'S FROM PROJECT	2	EA	-\$12,000.00	-\$24,000.00						-\$24,000.00
<b>Totals</b>					<b>\$170,774.00</b>		<b>\$91,830.00</b>		<b>\$91,830.00</b>	<b>53.8%</b>	<b>\$78,944.00</b>