

# CITY OF IDAHO CITY



## REGULAR CITY COUNCIL MEETING

Wednesday April 8, 2020

6:00 P.M

City Hall, 511 Main Street, Idaho City, ID 83631

**\*\*\*PARTICIPATE THROUGH CONFERENCE CALLING DIAL-IN NUMBER (978) 990-5000  
AND ACCESS CODE 430546**

CALL MEETING TO ORDER  
ROLL CALL  
PLEDGE OF ALLEGIANCE

### I. CONSENT AGENDA

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it is discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval.

- A. APPROVAL OF MINUTES: MARCH 18, 2020 **ACTION ITEM**
- B. ~~IDAHO CITY EVENT CHECKLIST~~ **ACTION ITEM**
- C. BILLS/PAYABLES: MARCH 19, 2020 THROUGH APRIL 8, 2020 **ACTION ITEM**

### II. PUBLIC HEARINGS

Items listed as public hearings allow citizen comment on the subject matter before the Council. Residents or visitors wishing to comment upon the item before the Council should follow the procedural steps. In order to testify, individuals must sign up in advance, providing sufficient information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for presentation by the applicant, submission of information from City staff, followed by public testimony.

### III. ENGINEER'S REPORT

- A. USDA APPLICATION UPDATE
- B. MAYOR SIGNATURE REQUIRED TO STATE REVOLVING FUND (REIMBURSEMENT FOR RO SYSTEM) **ACTION ITEM**

### IV. OLD BUSINESS

- A. DRUG-FREE WORKPLACE POLICY **ACTION ITEM**
- B. LAND TRADE WITH BOISE COUNTY INFORMATION
- C. DELINQUENT LONGPRE-CRAWFORD SEWER BILLS **ACTION ITEM**

### V. NEW BUSINESS

- A. RENEWAL OF BUSINESS LICENSE – CYNTHIA KNEISL – COTTONWOOD STREET INN **ACTION ITEM**
- B. CHAMBER REQUEST TO USE LAND FOR WELCOME SIGN ON THE NORTH ENTRY OF TOWN **ACTION ITEM**
- C. MORES CREEK CROSSING NEWER PHASE FIRE PROTECTION CONCERNS – TERRY TEETER **ACTION ITEM**
- D. WATER AND SEWER BILLING POLICY AND PROCEDURES THROUGH OUT THE COVID-19 PANDEMIC **ACTION ITEM**

## VI. ORDINANCES AND RESOLUTIONS

Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements.

## VII. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially as a matter of law subject to applicable legal requirements; the Council may enter executive session to discuss such matters.

## VIII. EMPLOYEE UPDATES

- A. PUBLIC WORKS
- B. LAW ENFORCEMENT
- C. CLERK/TREASURER'S OFFICE
  - 1. SET PUBLIC HEARING DATE FOR 2020/2021 BUDGET HEARING
  - 2. 2<sup>ND</sup> QUARTER FINANCIAL REPORT

## IX. COUNCIL UPDATES

## X. MAYOR UPDATES

## XI. CITIZEN COMMENTS

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. In order to ensure adequate public notice, Idaho Law provides that any item requiring Council action must be placed on the agenda of an upcoming Council meeting, except for emergency circumstances. Comments related to future public hearings should be held for that public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Persons wishing to speak will have 5 minutes. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight's meeting, if time permitting.

## ADJOURNMENT

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 511 Main Street or call 208-392-4584.

Mayor:	Chief of Police:	Public Works:	511 Main Street
Phillip J Canody	Mark Otter	Tami Franklin	PO Box 130
Council members:	Deputy officers:	Gene Bettys	Idaho City, ID 83631
Tom Secor Jr	Bryce Johnson	City Clerk-Treasurer:	(208)392-4584
Ken Everhart	Mark Brunell	Nancy Ling	<a href="mailto:4cityfolk@gmail.com">4cityfolk@gmail.com</a>
HD Hillyard	Janitor/part time office:	Deputy Clerk:	<a href="mailto:idahocityclerk@gmail.com">idahocityclerk@gmail.com</a>
David Martin	Eleanor Wolery	Sue Robinson	<a href="mailto:idahocitypublicworks@gmail.com">idahocitypublicworks@gmail.com</a>

# CITY OF IDAHO CITY



## RESCHEDULED REGULAR CITY COUNCIL MEETING

Wednesday March 18, 2020

6:00 P.M

City Hall, 511 Main Street, Idaho City, ID 83631

CALL MEETING TO ORDER: Mayor Canody called meeting to order at 6:00 pm.

ROLL CALL: Secor present; Hillyard and Martin via telephone; Everhart absent.

PLEDGE OF ALLEGIANCE: Mayor Canody led Pledge of Allegiance.

### I. CONSENT AGENDA

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it is discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval.

AMENDMENT TO AGENDA SHOWN IN BOLD LETTERING Idaho Code 67-2343

### I. APPROVAL OF MINUTES: March 4, 2020 **ACTION ITEM**

Secor made a motion to approve the March 4, 2020 minutes; seconded by Martin. Hillyard abstained; 2 ayes.

### II. ~~IDAHO CITY EVENT CHECKLIST: ACTION ITEM~~

#### 1. ~~IDAHO CITY STAMPEDE 2020~~

#### 2. ~~WAGON RIDES - DOUG POTTENGER~~

### III. BILLS/PAYABLES: March 5, 2020 through March 18, 2020 **ACTION ITEM**

Secor made a motion to pay the bills dated March 5-March 18, 2020 in the amount of \$26855.03; seconded by Hillyard. 3 ayes

### IV. PUBLIC HEARINGS

Items listed as public hearings allow citizen comment on the subject matter before the Council. Residents or visitors wishing to comment upon the item before the Council should follow the procedural steps. In order to testify, individuals must sign up in advance, providing sufficient information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for presentation by the applicant, submission of information from City staff, followed by public testimony.

### V. ENGINEER'S REPORT-

An email was received stating. Clerk Ptak and Mayor Canody finished the city's financial portion of the USDA application and has been submitted.

### VI. OLD BUSINESS

### VII. NEW BUSINESS -

Hillyard made a motion to amend the agenda to add the City Council Affirmation of Local Disaster Emergency Declaration of Covid-19; seconded by Secor. 3 Ayes

### 1. **MAYOR'S DECLARATION OF LOCAL DISASTER EMERGENCY ACTION ITEM -**

Mayor Canody signed a declaration of Local Disaster Emergency on March 18, 2020 for up to 7 days.

### 2. **CITY COUNCIL AFFIRMATION OF LOCAL DISASTER EMERGENCY DECLARATION OF COVID-19 ACTION ITEM**

Secor made a motion to Affirm the Declaration of Local Disaster Emergency of Covid-19; seconded by Hillyard. 3 ayes.

### 3. **BOISE COUNTY COURTHOUSE RAMP TEARDOWN ACTION ITEM -**

Boise County Commissioner Jackson was present to answer questions. He explained the ramp teardown is for safety reasons and a new set of stairs will replace the ramp. City Council agrees it is a safety issue and told Commissioner Jackson they can tear down the ramp. Clerk Ptak stated that engineered plans will still be needed to submit to DBS. She explained payment is usually made before submitting for a permit, it is up to Council to allow the county to pay at a later date in order to get the permit to DBS faster. Division of Building Safety would still need to approve the engineered plans before the construction to rebuild begins. County has already accepted a bid and the contractor is ready to do teardown and rebuild right away. Secor feels the county can move forward and pay the fee later, but engineered plans need to be presented to DBS.

### 4. **BOISE COUNTY COMMISSIONER'S RESPONSE TO IDAHO CITY PROPERTY AND BOISE COUNTY PROPERTY -**

Mayor Canody met with the Boise County Board of County Commissioners on Thursday, March 12, 2020.

Commissioners asked if the City would be willing to trade the questioned piece of property for the land and building that

the East Boise County Ambulance sits on; they are equal in size. Discussion between City Council and Commissioner Jackson. This item is tabled until all council members can meet and discuss further.

#### VIII. ORDINANCES AND RESOLUTIONS

Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements.

#### IX. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially as a matter of law subject to applicable legal requirements; the Council may enter executive session to discuss such matters.

#### X. EMPLOYEE UPDATES

##### A. PUBLIC WORKS –

Public Works Department have been patching Main Street. Will continue as the weather holds.

##### B. LAW ENFORCEMENT –

Chief Otter has been busy with court and will start working weekends to cut down on some costs to the City after his quarantine is over. He is getting tested for the COVID-19 on this date of the meeting.

##### C. CLERK/TREASURER'S OFFICE –

Clerk Ptak has been busy with COVID-19 updates otherwise the clerk's office has no updates.

#### XI. COUNCIL UPDATES –

Hillyard-Everyone take care of each other and congratulations to Mayor Canody on his Forest Service retirement.

#### XII. MAYOR UPDATES –

Mayor Canody participated in the Governor's Emergency phone conference. Governor Little stated emergency dollars will be coming, hopefully quickly. Emergency Management plan is in place. Health and Welfare Director stated [coronavirus.idaho.gov](https://coronavirus.idaho.gov) website has most updated information. Elderly and health compromised are the biggest groups they are trying to protect. Governor is concerned with decreased health capacity if this spreads quickly, social distancing and not congregating in groups of 10 or more, good hand washing and not touching your face. President Trump and Idaho Governor have made Declarations of Emergency. City and counties can ask for help from the state. Reducing exposure is a high priority for the governor. Significant funding is coming, not sure when or how. Health and Welfare offices are open by appointment only. Small business help is available. Department of Labor is automated and expecting a large amount of unemployment claims. Trying to work on waiving waiting week for unemployment. Governor wants to make sure enough childcare is available for health care workers. Transparency direction is coming from Attorney General's office and Legislature regarding Public meetings. Clerk Ptak stated quick links are available on the Idaho City website for most of the information that the Governor has indicated. All updates and information needed has been and will continue to be added to the city's website. City Hall is closed to the public but still doing business. This meeting will be available to the public via the website. Clerk Ptak will have conference calling in place for the next meeting. A drop box is available for water/sewer bills and the mail services are still be provided.

#### XIII. CITIZEN COMMENTS

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ADJOURNMENT – Mayor adjourned the meeting at 6:38 pm.

ATTEST:

Date approved:

Nancy L Ptak, City Clerk-Treasurer

Phillip Canody, Mayor

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 511 Main Street or call 208-392-4584.

Mayor:  
Phillip J Canody  
Council members:  
Tom Secor Jr  
Ken Everhart  
HD Hillyard  
David Martin

Chief of Police:  
Mark Otter  
Deputy officers:  
Bryce Johnson  
Mark Brunell  
Janitor/part time office:  
Eleanor Wolery

Public Works:  
Tami Franklin  
Gene Bettys  
City Clerk-Treasurer:  
Nancy Ling  
Deputy Clerk:  
Sue Robinson

511 Main Street  
PO Box 130  
Idaho City, ID 83631  
(208)392-4584  
[4cityfolk@gmail.com](mailto:4cityfolk@gmail.com)  
[idahocityclerk@gmail.com](mailto:idahocityclerk@gmail.com)  
[idahocitypublicworks@gmail.com](mailto:idahocitypublicworks@gmail.com)



# **City of Idaho City**

## **Drug-Free Workplace Policy**

### **Statement of Purpose:**

To establish a Drug-Free Workplace for the safety and health of **City of Idaho City's** employees, customers and the general public; to increase employees' productivity and work quality; to enhance a competitive marketplace position; and to support the objectives of the "Idaho Employer Alcohol and Drug-Free Workplace Act," Idaho Code Section 72-1701, et seq.

### **Scope:**

All employees and prospective employees are subject to the conditions and terms of this policy.

### **Policy:**

In keeping with **City of Idaho City's** objective to provide a safe and healthy work environment, it is this company's policy that:

1. The possession, sale, transfer, attempt to sell, or use of prohibited drugs while on the job, on company time, on company and/or non-company property where work is taking place, or in any other circumstances which might adversely affect **City of Idaho City's** operation or safety is strictly prohibited. Any illegal substance and/or paraphernalia that is found in the possession of an employee or on the premises will be turned over to the appropriate law enforcement agency and may result in criminal prosecution.
2. Employees will not be permitted to work with a detectable level of prohibited drugs in their system. Prohibited drugs include both illegal and legal substances, including alcohol or prescription drugs that have not been specifically prescribed and/or used as prescribed by a licensed physician (or other appropriate healthcare professional) for specific treatment purposes of the employee at that time. ~~Appropriate use of prescription drugs that may pose a significant risk or harm to~~ anyone, as a result of the employee's inability to perform the essential functions of his or her job, must be reported by the employee to his or her supervisor.
3. The basis for determining "under the influence" and/or "detectable level" is, for the purposes of this policy, a positive test result for drugs and/or alcohol. A positive result for alcohol shall be an alcohol concentration of .02 or more.
4. All employees must report any drug, alcohol, or traffic related citations or accident or other violations occurring on or off the company's premises while conducting company business, also at anytime that a

citation is received, or accident occurs while driving a company owned vehicle. A report of a citation must be made to **City of Idaho City** within the same work period of receiving the citation.

5. When a reasonable suspicion trained supervisor determines that there is reasonable suspicion to believe an employee is under the influence of or an employee's property contains prohibited drugs and/or paraphernalia by these standards or is otherwise in violation of this policy, the company may:
  - a. Search any of the employee's or company's property. Such search can include the employee's purse, bag, outer garments (hat, coat, sweater, etc.), locker, desk, office, vehicle, or any other property located on the company premises at anytime by the appropriate law enforcement officials.
  - b. Require that the employee submit to appropriate tests to determine the existence of prohibited substances within his or her system.

#### **Violations of This Policy:**

Any of the following situations shall be considered work-related misconduct, resulting in the denial of unemployment benefits, and grounds for disciplinary action up to and including termination:

1. A confirmed positive test for drugs and/or alcohol. For the purposes of the alcohol test, a positive result shall be .02 alcohol concentration or more.
2. An employee's refusal to provide a sample or submit to testing.
3. An employee adulterates substitutes or dilutes a sample.

#### **Right Not To Be Tested:**

An employee does have the right to refuse to be tested or have personal property searched. However, refusal to submit to a search or a physical test is grounds for disciplinary action up to and including termination.

#### **Substance Testing:**

To support the objectives of a Drug-Free Workplace, testing for drugs and/or alcohol may, unless otherwise prohibited by applicable law, be done under the following circumstances:

##### **Baseline:**

A baseline drug and/or alcohol test may be done to establish a result for all current employees.

**Pre-Employment:**

After a conditional offer of employment has been extended to an applicant, he or she must test free of drugs and alcohol as a condition of employment. No applicant will be employed until a negative drug and/or alcohol test is reported to **City of Idaho City**

**Post-Accident:**

Any employee whose performance either contributed to any accident or injury or cannot be completely discounted as a contributing factor to an accident will be required to submit to a drug and alcohol test based upon the following conditions:

1. If the accident caused injuries resulting in medical treatment being provided by a physician or his or her designee (other than first-aid).
2. Accidents resulting in property damage.

**Reasonable Suspicion:**

Any employee will be required to submit to a drug and/or alcohol test when at least one designated/trained supervisor has reasonable suspicion to believe that an employee is under the influence of drugs and/or alcohol. These beliefs will be based upon specific physical behavior or performance indicators. A second trained supervisor may observe and/or concur to make the decision to test. The employee will be taken to the collection site and not be allowed to drive after the test.

**Random:**

**City of Idaho City** may require employees to submit to a drug and/or alcohol test on a random basis. These random tests will be conducted by selecting employees by chance. DrugFree Idaho, Inc. will make the random selection of employees using a technique that satisfies applicable law (computerized selection process). **City of Idaho City** will not conduct random testing in locations or with respect of employees where such testing is prohibited by law. All employees selected by chance will report to a designated collection site immediately when notified that they were selected for a random drug and/or alcohol test.

**Return-To-Duty/Follow-Up:**

As designated under "Return-to-Duty" section later in this policy.

### **Testing Procedures:**

1. DrugFree Idaho, Inc. is the third-party administrator for **City of Idaho City's** Drug-Free Workplace Program.
2. All educational/training elements, sample collection, reporting, testing (at a SAMHSA certified lab), cut-off levels, record keeping, validity, confidentiality, and security for drugs and alcohol tests shall be in accordance with Department of Health and Human Service's (DHHS), Substance Abuse and Mental Health Services Administration (SAMHSA), and Idaho Code Section 72-1704 and/or other applicable law.
3. DrugFree Idaho, Inc. will designate a Medical Review Officer (MRO), or designee, to interpret, evaluate and monitor the drug testing program and results. The MRO will be a licensed physician with knowledge of drugs, testing methods and drug abuse disorders in accordance with the applicable requirements.
4. **City of Idaho City** and/or physician shall determine the drug testing technique (e.g., urine sample, breath sample, or otherwise provided by law) to be administered for the types of tests listed above.
5. All individuals who are required to be tested under the conditions of this policy will report to **City of Idaho City's** designated collection site at the requested time with proper photo identification.
6. If the test or retest is negative, the MRO or designee reviews the chain of custody form for completeness and accuracy, and then the results are reported to **City of Idaho City**
7. All specimens identified as positive on the initial test shall be confirmed using gas chromatography/mass spectrometry (GC/MS) and/or breath alcohol confirmation techniques to ensure reliability and accuracy in accordance with applicable requirements.

### **Employee Rights and Obligations:**

1. **City of Idaho City** shall pay for the costs of initial drug and/or alcohol tests pursuant to this policy.
2. Any time spent for drug testing shall be considered work time. Job applicants/prospective employees shall not be paid for any time spent for drug and/or alcohol testing.
3. **City of Idaho City** shall receive a confirmatory test on all positive results before any type of disciplinary action or termination occurs.
4. If an employee or prospective employee tests positive for drugs or alcohol:



- a. Prior to notification of **City of Idaho City**, the Medical Review Officer shall contact the employee so that he or she may discuss and explain the positive drug test result. It is the employee's obligation to be available to the physician so the situation can be discussed.
  - b. **City of Idaho City** or its designee will inform the employee, in writing, of the positive test and the substance for which the employee tested positive.
  - c. The employee may request additional testing of the same sample at a mutually agreed-upon laboratory. The employee shall bear the cost of any additional testing. The employee must request in writing such retesting within seven (7) working days from the date of the positive test notification.
5. If the retest is negative, **City of Idaho City** may:
- a. Reimburse the employee the cost of the retest.
  - b. Compensate the employee for any time suspended without pay.
  - c. Reinstate the employee with back pay if the employee was terminated **solely** for the positive test result that is later determined to be negative.
6. Return-to-Duty: **City of Idaho City** has the option of disciplinary action up to and including termination for a positive test for drugs and/or alcohol. When disciplinary action other than termination has been chosen as an option, the employee may return-to-duty when the following conditions (which may be at the employee's expense) are met:
- a. The employee shall be subject to an evaluation by a substance abuse professional (SAP)/Employee Assistance Program (EAP) who shall determine what assistance and/or education, if any, the employee needs in resolving problems associated with misuse of alcohol and/or drug use.
  - b. Any employee identified as needing assistance in resolving problems associated with alcohol misuse and/or drug use:
    - i. May be required to follow a rehabilitation program prescribed for resolving problems associated with alcohol misuse and/or drug use, and
    - ii. May be subject to unannounced follow-up alcohol and/or drug testing, and
    - iii. Provide a signed agreement stipulating his or her commitment to the outlined recommendations and/or testing.
  - c. The employee shall undergo a return-to-duty test with a verified negative result. The test shall be performed at the employer's

designated collection site, no more than twenty-four (24) hours prior to the employee's return-to-duty.

**City of Idaho City Rights and Obligations:**

1. All prospective and current employees will be fully informed of **City of Idaho City's Drug-Free Workplace Policy** and procedures prior to any testing being administered and will indicate by their signature that they agree to adhere to this policy.
2. Upon receipt of a confirmed positive test for drugs and/or alcohol or refusal to submit to a test, City of Idaho City may use such test or conduct as a basis for disciplinary action, up to and including termination, or **City of Idaho City** may refuse to hire a prospective employee.
3. **City of Idaho City** may suspend an employee with or without pay at the time a reasonable suspicion test is conducted and/or upon receipt of a confirmed positive test for drugs and/or alcohol.
4. **City of Idaho City** will not permit an employee to operate a motor vehicle or to perform a safety-sensitive job function upon receipt of a confirmed positive drug and/or alcohol test.
5. Upon receipt of a confirmed positive test for drugs and/or alcohol, **City of Idaho City** may require that the current employee utilize the return-to-duty procedure as outlined above as a condition of continued employment or reinstatement.
6. **City of Idaho City** intends to maintain all test results in a confidential manner and to make the results available to other parties only upon specific written consent of the individual tested.
7. This policy shall not in any way create a physician-patient relationship with **City of Idaho City** and prospective or current employees.
8. If an employee tests positive for drugs or alcohol, such employee shall not be considered disabled by virtue of the test results alone.

**City of Idaho City** recognizes drug and alcohol dependency as a serious problem. It is also a health, safety and security threat to the business. Employees who need help in overcoming such dependency should contact their supervisor and available alcohol and drug abuse resources within the community, or the company's Employee Assistance Program. **City of Idaho City** will maintain a list of resources available to assist an employee who may wish to seek assistance. A voluntary, conscious effort to seek such help may not jeopardize employment.

**ACKNOWLEDGMENT OF RECEIPT OF DRUG-FREE WORKPLACE POLICY  
AND AGREEMENT TO ABIDE BY THE POLICY**

I, \_\_\_\_\_ hereby acknowledge that I have received  
(Print Name)  
a copy of **City of Idaho City's** Drug-Free Workplace Policy ("Policy"). In conjunction with  
my receiving a copy of **City of Idaho City's** Drug-Free Workplace Policy, I further  
acknowledge the following:

I have read the Policy and have had the opportunity to ask questions about the  
Policy and the consequences for violating any terms of the Policy.

I understand that my compliance with all terms of the Policy is a condition of my  
employment with City of Idaho City, and I agree to abide by all terms of the Policy.

I authorize the lab and/or Medical Review Officer or designee retained by City of  
Idaho City to release test result information to the company and DrugFree Idaho,  
Inc.

I understand that this Drug-Free Workplace Policy does not create a contract of  
employment.

I understand that I am employed for no particular period, that I have the right to  
terminate my employment at anytime with or without cause, and that City of Idaho  
City has a similar right.

I further understand that my status as an "at will" employee cannot be changed  
except in a written employment contract signed by a representative of City of Idaho  
City.

\_\_\_\_\_  
Employee's Name (please print)

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
If Employee is Minor: (Parent's Name)

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

Witnessed by:  
**City of Idaho City Representative**

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Date



## Five Steps to a Drug-Free Workplace

One step at a time, these steps can help lead your business up the successful road to a Drug-Free Workplace. Association (Annual fee \$100) includes the following options and where applicable, additional fees may apply.

- 1. Policy:** A comprehensive, clear, and concise **Drug-Free Workplace Policy**, detailed specifically for your business and compliant with Idaho Code Section 72-1701 – 72-1716. *(Included with association)*
- 2. Supervisory Training:** A complete Supervisory Training Program regarding their responsibilities including how to identify inappropriate employee performance indicators and solutions. *(Included with association)*
- 3. Employee Education:** An Employee Education and awareness program explaining the Drug-Free Workplace Policy. Informing the employees of the safety, health, financial, and productivity factors of a Drug-Free Workplace. *(Included with association)*
- 4. Employee Assistance:** The most valuable resource of any business today is the employees. Employees and their family members can benefit from the effective Employee Assistance Program that DrugFree Idaho offers. *(Included for an additional cost)*

1 - 3 visits	\$1.97 per employee per month
1 - 4 visits	\$2.90 per employee per month
1 - 5 visits	\$3.28 per employee per month
1 - 6 visits	\$3.96 per employee per month
1 - 7 visits	\$4.32 per employee per month
1 - 8 visits	\$4.50 per employee per month
1 - 10 visits	\$4.68 per employee per month

- 
- 5. Drug Testing:** A complete drug-testing program is an integral piece of a drug-free workplace. The third-party administration, policy advising, problem solving, computerized random selection, required reports, the collection fees, lab charges and Medical Review Officer are included. Collections performed in some areas may incur higher fees. *(Included for an additional cost)*

A fee of \$45.00 per test for non-DOT employees – lab\*

A fee of \$50.00 per test for DOT employees – lab\*

A fee of \$30.00 per Breath Alcohol Test (BAT)\*

*\*rural/low population or isolated areas may have higher fees*





## **Receive 5% discount on your Worker's Compensation Insurance Premium**

### **Idaho Drug-Free Workplace Policy Requirements**

- ✓ The policy must be in writing.
- ✓ The policy must be consistent with the Idaho Drug-Free Workplace Act (see Idaho Code Title 72, Chapter 17).
- ✓ The policy must define the scope and operation of the drug testing program, including: the employees covered, the type(s) of drug tests to be administered, and the rights of the employee and employer.
- ✓ The policy must define what constitutes a positive test for alcohol use.
- ✓ The policy must contain an explicit statement that a violation of the policy may result in termination due to misconduct, with a denial of unemployment benefits.
- ✓ The policy must be provided to current and prospective employees.

### **Employer Rights**

- ✓ The employer has the right to test for drugs and/or alcohol, and may terminate or refuse to hire any employee or prospective employee who refuses to submit a sample, or alters/substitutes a sample.
- ✓ Upon a confirmed positive test for drugs or alcohol, or a refusal, the employer may use such test or conduct as a basis for disciplinary action, up to and including termination, or the employer may refuse to hire a prospective employee.
- ✓ The employer, upon receipt of a confirmed positive test for drugs or alcohol, may require that the employee utilize the Employee Assistance Program (EAP), enroll in an employer-approved treatment facility, or other counseling program (which may include other tests) as a condition of continued employment or reinstatement.
- ✓ The employer, upon receipt of a confirmed positive test for drugs or alcohol, may suspend an employee with or without pay.
- ✓ The employer, upon receipt of a confirmed positive test for drugs or alcohol, may institute disciplinary action against an employee, up to and including termination. This action shall not create any cause of action against the employer.
- ✓ Any termination pursuant to the Drug-Free Workplace Act will be considered a termination for misconduct for the purposes of unemployment benefits, so long as the employer has complied with the requirements of the Act.
- ✓ The drug test results are the property of the employer, and are to be kept confidential.
- ✓ The employer has the right under the U.S. Constitution 4<sup>th</sup> Amendment to require pre-employment, post-accident with individual suspicion, reasonable suspicion, return-to-work and follow-up drug tests. Post-accident and

### **Employee Rights**

- ✓ Any time spent for drug testing shall be considered work time, and the employee must be paid for such time.
- ✓ The employer is required to pay for the costs of drug and/or alcohol tests.
- ✓ The employer must conduct a confirmatory test on all positive results before any type of disciplinary action or termination occurs.
- ✓ If an employee or prospective employee tests positive, the employer must:
  1. Inform the employee of the positive test and the substance for which the employee tested positive, in writing;
  2. Allow the employee to discuss and explain the positive result with a Medical Review Officer.
- ✓ If an employee tests positive for drugs or alcohol, the employee may request additional testing of the same sample at a mutually agreed upon laboratory. The employee shall bear the cost of any additional testing. The employee must request such retesting within seven working days from the date of the positive test notification. Such request for retesting should be in writing.
- ✓ If the retest is negative:
  1. The employer shall reimburse the employee the cost of the retest.
  2. The employer shall compensate the employee for any time suspended without pay.
  3. The employer shall reinstate the employee, if the employee was terminated *solely* for the positive test result that is later determined to be negative, with back pay.
- ✓ The specimen collection must have sanitary conditions, privacy, and be handled with

## CLUES TO SUBSTANCE ABUSE

The following changes in behavior are characteristic signs of an advancing addiction. Frequently, as addiction progresses, the five areas are affected sequentially, although two or three areas may appear to be involved at once, it is important to note that work performance is the last area affected, indicating a far-advanced problem.

### FAMILY

- Withdrawal from family activities, unexplained absences from home
- Fights, child abuse
- Abnormal, antisocial, or illegal behavior by children
- Sexual problems
- Geographic separation or divorce proceedings by spouse

### PHYSICAL STATUS

- Deterioration in personal hygiene
- Deterioration in clothing and dressing habits
- Multiple physical complaints
- Numerous prescriptions
- Frequent hospitalizations and / or visits to physicians and dentists
- Accidents
- Emotional crisis

### COMMUNITY

- Embarrassing behavior at clubs or parties
- Unreliability and unpredictability at community and social activities
- Unpredictable behavior, e.g., inappropriate spending
- Arrests for driving while intoxicated, legal problems

### EMPLOYMENT PATTERNS

- Numerous job changes and frequent geographic relocations for unexplained reasons
- Complicated and elaborate medical history
- Unexplained intervals between jobs
- Inaccurate or inappropriate references
- Person is employed in a field or job where they are over-qualified for that particular position
- Reluctance to undergo immediate pre-employment physical examination or drug and / or alcohol testing procedure

### JOB PERFORMANCE

- Absence from work
- Although absences vary with each individual, these patterns may indicate a problem:
  - Unauthorized or excessive absences
  - Monday and / or Friday absences or the same day every week
  - Excessive tardiness, especially on Monday mornings or in returning from lunch
  - Leaving work early
  - Unusual and increasingly improbable excuses for absences
- Absence while on-the-job
  - Lengthy and / or frequent absences from work station
  - Returning late from rest or meal periods

**No employee will be allowed to operate a motor vehicle.**

# WORKPLACE TESTING FOR BUSINESS, INDUSTRY AND HEALTHCARE

Dedicated to Improving the Safety of Your Workplace



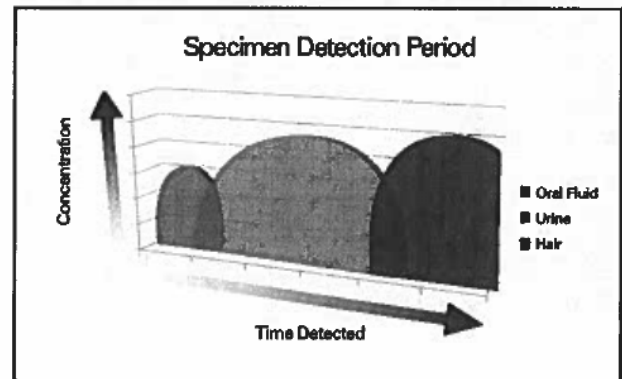
PAML, one of the nation's leading toxicology labs, offers a broad spectrum of testing methodologies for both workplace and forensic testing, including

Urine	Most common screening; reliable and the gold standard in drug testing
Hair	Longer detection period, but not appropriate for post accident
Oral Fluid	Easy to collect, but very short detection period

PAML has implemented only the highest quality of testing and reporting methodologies available to the industry. We are certified by SAMHSA/HHS and the College of American Pathology Forensic Drug Testing (CAP FDT).

PAML will identify and evaluate your requirements and develop a plan designed around your business needs.

With our expertise, we are able to supply your business with all the materials you need for testing, from supplies, resulting options and expert testimony.



## DRUG PANELS

Panel	Description
<b>DOT 5 Panel Test for Department of Transportation (HHS/SAMHSA)</b>	This panel meets the requirements for the Human and Health Services (HHS) and Substance Abuse and Mental Health Services Administration (SAMHSA) test as well as the Department of Transportation (DOT). <b>(See list on reverse)</b>
<b>Drug-Free Workplace Screen</b>	This panel includes the same drugs specified for screening as used in the Federal Government. <b>(See list on reverse)</b>
<b>Employee Drug Screen</b>	This panel is designed for employers concerned about a broader spectrum of drugs in the workplace. <b>(See list on reverse)</b>
<b>Medical Professional</b>	These panels are designed for employers in the medical field and are concerned about drugs found in a medical setting. <b>(See Medical Professional brochure)</b>
<b>Legal Blood Alcohol Testing</b>	A quantitative analysis for ethyl alcohol on a blood sample.
<b>Oral Fluid Testing</b>	This panel is designed for easy collection. <b>It includes:</b> Amphetamines, Opiates, Cannabinoids (THC metabolite), Phencyclidine (PCP), Cocaine metabolite. <b>(See Oral Fluid brochure)</b>
<b>Hair Testing</b>	This panel is designed for an extended detection period of time for drugs tested. <b>(See Hair Testing brochure)</b>
<b>Instant On-Site Tests Point of Care Testing (POCT)</b>	This panel is designed to test at the time of collection for a quick negative result and indicates the need for further testing on positive results. <b>(See POCT brochure)</b>
<b>Independent GC / MS Confirmations</b>	PAML can provide GC/MS confirmation of positive results obtained through other facilities, POCT devices or other cause.

All positive drug panel results are confirmed by gas chromatography/mass spectrometry (GC/MS) before release. Drug screens are also available with ethyl alcohol and cotinine (nicotine metabolite). In addition, customized drug screens can be designed according to an employer's specifications.

To ensure legal support of results, all forensic panels require proper legal documentation and collection protocol. PAML will provide you with the appropriate collection kit and forms.



www.paml.com  
Ph: 877-778-9590  
toxsales@paml.com  
110 W Cliff Ave  
Spokane, WA 99204





## Workplace Drug Tests and Common Cutoff levels (ng/mL) - Urine

Drug Class	Initial Analysis	GC/MS Confirm
<b>Amphetamines</b>	500	250
<b>Methamphetamine</b>	500	250
<b>MDA, MDMA, MDEA</b>	500	250
<b>Barbiturates</b>	200	200
<b>Benzodiazepines</b>	200	200/50
<b>Cannabinoids (THC)</b>	100/50/20	15/10
<b>Cocaine metabolite (BZE)</b>	300/150	150/100
<b>Methadone</b>	300	150
<b>Methaqualone</b>	300	300
<b>Opiates : Codeine/Morphine</b>	2000/300	2000/300
<b>Semi-synthetic Opiates</b>	300	300
<b>6-acetyl Morphine</b>	10	10
<b>Phencyclidine (PCP)</b>	25	25
<b>Propoxyphene</b>	300	150
<b>*Delta-9-tetrahydrocannabinol-9-carboxylic acid (THCA)</b>		
<b>Blood Alcohol</b>	.01	

## Additional Drug Tests (ng/mL)

Drug Class	Initial Analysis	GC/MS Confirmation
<b>ETG/Ethyl glucuronide/Sulfate</b>	250	100/25
<b>Fentanyl, Norfentanyl</b>	2	2
<b>Flunitrazepam</b>	25	25
<b>GHB, Gamma hydroxybutyrate</b>	50	50
<b>Ketamine</b>	25	25
<b>Nicotine, Cotinine</b>	300	50
<b>Tramadol</b>	200	200

## DOT Drug Test Regulated Cutoff Levels (ng/mL)

Drug Class	Initial Analysis	GC/MS Confirmation
<b>Amphetamines/Methamphetamines</b>	500	250
<b>MDA, MDMA, MDEA</b>	500	250
<b>Cannabinoids (THC)</b>	50	15
<b>Cocaine metabolite (BZE)</b>	150	100
<b>Codeine/Morphine</b>	2000	2000
<b>6-acetyl Morphine</b>	10	10
<b>Phencyclidine (PCP)</b>	25	25

## CUTOFF LEVEL

A **cutoff level** is an established concentration based on which a drug is reported as positive or negative.

- For a positive drug result, a donor has to actually consume the substance.
- Screening and confirmation cutoff levels are different as two different testing methods are employed; for many drugs, all forms of the drug are looked for with the screening procedure, but confirmation tests look for one specific form of the drug (metabolite).

For example, THC is initially screened at 50 ng/ml and if positive, will be sent to a second test for confirmation.

The confirmation testing cutoff is 15ng/mL for a single metabolite of THC; so results greater than 15 ng/mL are reported as positive; results less than 15 as negative.

The confirmation cutoff level determines the result.

## ADULTERANTS AND INTEGRITY TESTING

PAML employs the latest countermeasures to assure the accuracy of the testing performed. The two methods most used by donors attempting to adulterate their urine sample:

- consuming a substance or
- adding a substance to a urine sample after voiding.

The first way is always in conjunction with consuming ongoing unnaturally large quantities of fluid, yielding a diluted sample.

Accordingly, our laboratory report states that the sample has been diluted.

In the case of a donor adding a substance to a urine sample, the integrity of the sample is challenged.

In these cases, the laboratory report:

- (1) states that the sample is unsuitable for analysis or
- (2) reports the pH, creatinine/specific gravity, or physical characteristics are abnormal or
- (3) sample not consistent with human urine.

# TOXICOLOGY

## Drugs of Abuse Detection Period

Drug	Trade Name or Other Names	Detection Period Urine	Drug Class	Symptoms
Alcohol (Ethanol)	Ethanol, Beer, Wine, Liquor	6-14 hours	Depressant	Confusion, slurred speech, flushed face, warm skin, poor coordination, slow reaction rate, odor of alcohol on breath
Alcohol : ETG/ETS	Ethyl Glucuronide/Ethyl Sulfate	Up to 80 hours	Depressant	Confusion, slurred speech, flushed face, warm skin, poor coordination, slow reaction rate, odor of alcohol on breath
Amphetamines	Amphetamine, Methamphetamine, DBL Isomers, Biphentamine, Dexedrine, Desoxyn, Adderall, Speed, Uppers, Meth, Bommies, Black Beauties, Crosses, Hearts, LA Turnaround, Truck Drivers, Chalk, Crank, Crystal, Fire, Glass, Go, Fast, Ice	1-3 days	Stimulant	Dilated pupils, dry mouth, increased heart rate, hyperexcitable, restlessness
Amphetamine Derivatives	MDMA - Methylenedioxy methamphetamine, MDA - Methylenedioxy amphetamine, MDEA - Methylenedioxyethyl amphetamine, XTC, X, Adam, Hug, Beans, Love Drug	1-3 days	Stimulant	Nausea, chills, sweating, teeth clenching, muscle cramping, blurred vision. Short-term effects include feelings of mental stimulation, emotional warmth, enhanced sensory perception, increased physical energy.
Barbiturates	Amobarbital, Butalbital, Pentobarbital, Phenobarbital, Secobarbital, Downers, Sleepers, Buff-A-Comp, Esqic, Fiorinal, Fioricet, Fioripap, Medigesic, Amytal, Tuinal, Nembutal, Carbital	1-6 days	Depressant	Confusion, slurred speech, drowsiness, inattentive, fatigue, poor coordination
Benzodiazepines	Alprazolam, Chlordiazepoxide, Diazepam, Nordiazepam, Oxazepam, Triazolam, Alpha-hydroxy-alprazolam, Temazepam, Lorazepam, Xanax, Nirvanox, Restoril, Normison, Ativan, Serax, Candy, Downs, Nerve Pills, Tranks, Depressant	3-7 days	Depressant	Confusion, slurred speech, drowsiness, inattentive, fatigue, poor coordination
Buprenorphine	Buprenex®, Suboxone®, Subutex®	1-4 days	Opioid competitive antagonist analgesic	Chills, constipation, dizziness, drowsiness, headache, nausea, sleeplessness, stomach pain, sweating, vomiting, weakness
Cannabinoids	THC, Marinol, Marijuana, Pot, Weed, Hashish, Boom, Chronic, Gangster, Hash, Hash Oil, Dope, Ganja, Grass, Herb, Joints, Mary Jane, Reefer, Sinsemilla, Skunk	Occasional User: 3-14 days Heavy User: Up to 30 days	Hallucinogen	Chronic fatigue, apathy, irritating cough, slowed speech, red and watery eyes, respiratory depression
Cannabinoids (Synthetic)	JWH-018, JWH-073, JWH-200, CP-47,497, and Cannabicyclhexanol (a list of compounds number over 400) Spice, K2, Blaze, Red X Dawn, Citron	1-3 days	Hallucinogen	Chronic fatigue, apathy, irritating cough, slowed speech, red and watery eyes, respiratory depression, anxiety, paranoia, impaired sense of time, loss of balance, motor coordination
Carisoprodol, Meprobamate	Equanil, MB-TAB, Miltown, Tranco	1-5 days	Tranquilizer, muscle relaxer	Drowsiness, nausea, vomiting, diarrhea, headache, difficulty coordinating movements, excitement, weakness
Cocaine	Coke, Flake, Snow, Crack, Benzoyllecgonine, Blow, Bump, C, Candy, Charlie, Rock, Toet	2-4 days	Stimulant	Dilated pupils, dry mouth, insomnia, irritability, increased pulse rate, violent mood swings
Dextromethorphan	Robitussin, NyQuil, Dimetapp, Vicks, Coricidin, Tussin, Delsym	1-3 days	Cough suppressant	Nausea, drowsiness, dizziness, hallucinations, vomiting, blurred vision, dilated pupils, sweating, fever, diarrhea, difficulty breathing
Fentanyl, Norfentanyl	Fent, Actin, Duragesic, and Sublimaze. Street names include: Apache, China Girl, China White, Daseo Fever, Friend, Goodfella, Jackpot, Murder 8, TNT, Tango and Cash	3-4 days	Narcotic analgesic	Euphoria, drowsiness, respiratory depression, nausea, confusion, dry mouth, sweating, constipation, sedation, unconsciousness
Flunitrazepam	Rohypnol, R-2, Mexican Valium, Rophies, Roofies, Circles	1-7 days	Hypnotic, sedative	Sedation, muscle relaxation, visual and gastrointestinal disturbances, urinary retention, memory loss
GHB, Gamma hydroxybutyrate	4-hydroxybutanoic acid, Sodium Oxybate, Liquid Ecstasy, Scoop, Easy Lay, Georgia Home Boy, Grievous Bodily Harm, Liquid X, and Goop	4-12 hours	Depressant	Euphoria, disinhibition, drowsiness, dizziness, nausea, amnesia, visual disturbances
Ketamine	Ketamine, Ketalar, Ketaset, Ketmax, Ketotel, K, Kit Kat, Vit K, Special K, Jet, Super Acid	1-3 days	Anesthetic hallucinogen	Slurred speech, confusion, disorientation, out-of-body experience, euphoria, delirium, amnesia, depression, long-term memory, cognitive difficulties
Methadone	Dolephine, Methadone, Dolties, Meth, Fizzies, Amidone	2-6 days	Synthetic narcotic analgesic	Nausea, vomiting, hallucination, headache, constipation, dry mouth, sweating, chronic fatigue
Methaqualone	Quaalude, Ludes, Sopor, Paraset, Andrax, Quaal, Quaal 714's, Karachi, Sporos	2 weeks	Depressant	Confusion, slurred speech, drowsiness, inattentiveness, fatigue, poor coordination
Nicotine, Cotinine	Tobacco, Cigarettes, Cigar, Snuff, Chew, Commit, Habitrol, Leader Nicotine Polacriflex, Nicoderm, Nicorette, Nicorette, Nicotrol	1-2 days as Cotinine	Stimulant	Increased bowel activity, stimulated alertness, elevated blood glucose, increased heart rate, increased blood pressure
Opiates/Semi-synthetic Opiates	Codeine, Morphine, Heroin, Hydromorphone, Oxycodone, Oxycodone, Oxycodone, Syrup, Raba, Schoolboy, Captain Cody, Cody, Doors & Fours, Leads, Pancakes and Syrup	1-4 days	Narcotic analgesic	Carelessness, confusion, depression, apathy, drowsiness, low blood pressure, poor coordination, slow breathing rate
Phencyclidine	PCP, Angel Dust, Hog, Boat Hog, Love Boat, Peace Pill, Angel Hair, Angel Mist, Angel Puke, Amoeba, Ad, Black Dust, Black Whack, Blue Madman	2-8 days	Hallucinogen	Abnormal behavior, illusions and hallucinations, poor perception, relaxed inhibitions
Propoxyphene	Darvon, Darvocet, Propacet, Black Beauties	1-5 days	Narcotic analgesic	Carelessness, confusion, depression, apathy, drowsiness, low blood pressure, poor coordination, slow breathing rate
Tramadol	Rybit ODT, Ryloft, Ultram, Ultram ER	1-3 days	Narcotic analgesic	Dizziness, weakness, sleepiness, headache, flushing, nausea, sweating



Made especially for the clients of  
**PAML • PACLAB • TVL • TCL**  
**ALPHA • CLA • CLS • MSCL • KLS**  
[www.paml.com](http://www.paml.com)

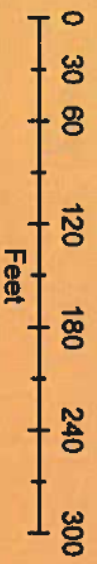
**PAML**  
 110 W Cliff Avenue  
 Spokane, WA 99204  
 Ph: 509-755-8600  
 Toll Free: 800-541-7891







March 13, 2020



Source: Esri, DigitalGlobe, GeoEye, Earthstar, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Parcels

EBCAD for Roger 1.tif

Value

High : 255

Low : 0

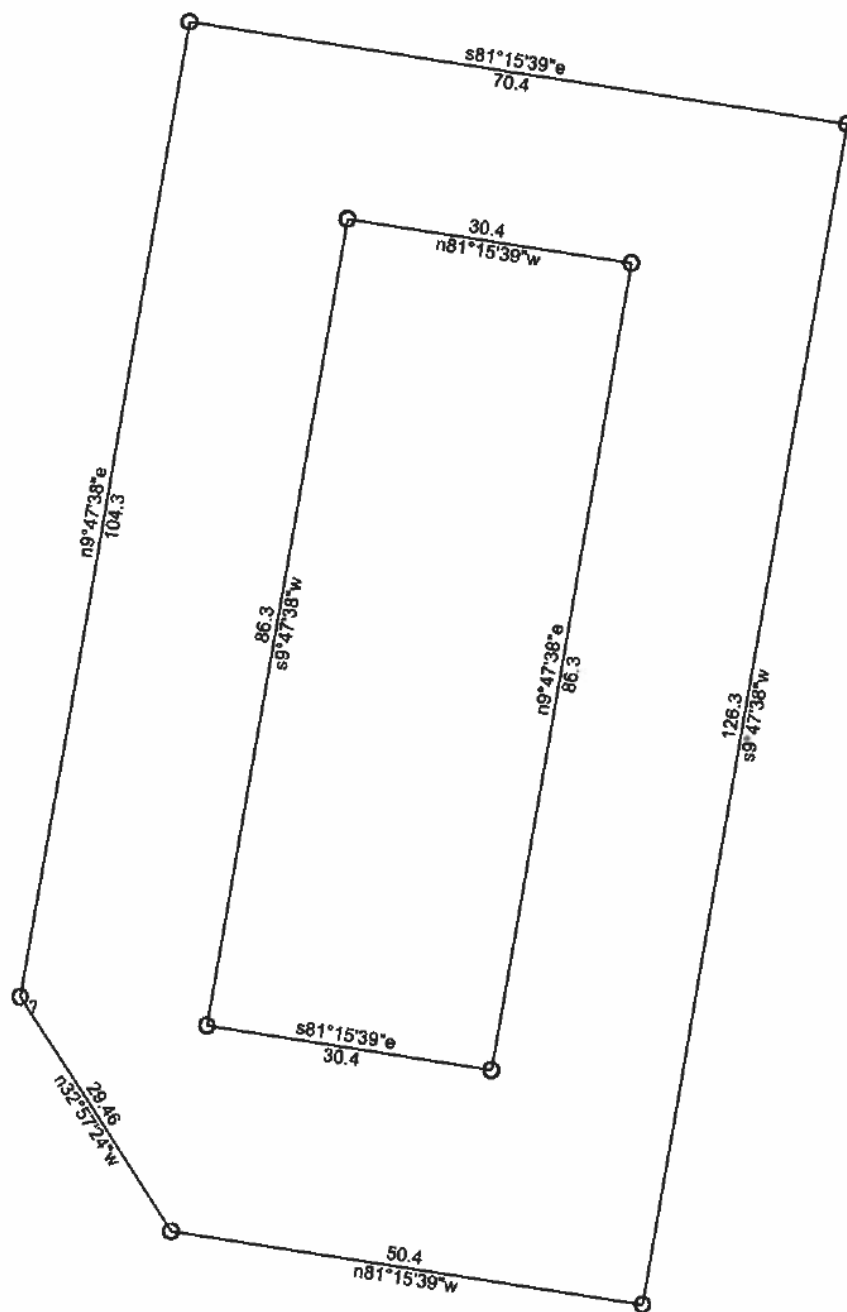
Legend

Roads

EBCAD parcel

This map is only a representation of parcel boundaries and should not be used for legal surveying applications or boundary resolutions. Please contact Boise County Assessor's Office with any questions. 208.392.4415





3/13/2020

Scale: 1 inch= 20 feet

File: EBCAD bldg for Roger.ndp

Tract 1: 0.0602 Acres (2623 Sq. Feet), Closure: n00.0000e 0.00 ft. (1/999999), Perimeter=233 ft.

Tract 2: 0.1990 Acres (8670 Sq. Feet), Closure: n00.0000e 0.00 ft. (1/248920), Perimeter=381 ft.

01 s9.4738w 86.3  
02 s81.1539e 30.4  
03 n9.4738e 86.3  
04 n81.1539w 30.4  
05 @4  
06 /s81.1539e 20  
07 /n9.4738e 18  
08 s9.4738w 126.3  
09 n81.1539w 50.4

10 n32.5724w 29.46  
11 n9.4738e 104.3  
12 s81.1539e 70.4





City of Idaho City  
P.O. Box 130  
Idaho City, ID 83631  
(208) 392-4584  
4cityfolk@gmail.com

All Attempts  
to Collect have  
been ignored

7 DAY NOTIFICATION FOR WATER TERMINATION

HAS BEEN GIVEN TO: [REDACTED] Acct# 20001

ON THE 6 DAY OF March, 2020

FOR NON-PAYMENT OF WATER AND SEWER ACCOUNTS WITH THE CITY OF  
IDAHO CITY.

To reinstate your water and sewer service, you have to:

Pay \$35.00 Disconnect fee and \$35.00 reconnect fee to reinstate water service plus  
balance due:

Balance due: 3242.87  
Disconnect fee: \$35.00  
Reconnect fee: \$35.00  
TOTAL: 3312.87

CITY OF IDAHO CITY  
P.O. BOX 130  
IDAHO CITY, ID 83631-0130  
PH: (208) 392-4584

20001-00

Due Date: 03/20/20



Act: 20001-00  
3242.87  
03/20/2020

Svc Addr: 302 ELK CREEK ROAD

SERVICE	CHARGES	PAST DUE	BALANCE
---------	---------	----------	---------

SEWER	415.32	2526.46	2941.78
SEWER LATE FEE	211.11	89.98	301.09

PRESORTED  
FIRST CLASS MAIL  
U.S. POSTAGE PAID  
PERMIT NO.

RETURN SERVICE REQUESTED

Totals: 626.43 2616.44 3242.87

REMEMBER TO SPRING AHEAD AND SEND  
YOUR PAYMENT TO US BY MARCH 20.

Current: 0 02/29/2020  
Previous: 0 02/05/2020  
Usage: 0 ESTIMATED READING  
Last Payment: 380.78 - 08/07/2019

>>> PLEASE PAY \$ 3242.87 BY 03/20/2020 <<<  
>>> PLEASE PAY \$ AFTER 03/20/2020 <<<

302 ELK CREEK ROAD  
IDAHO CITY ID 83631

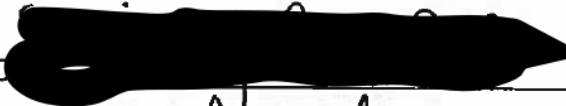
NATION

# City of Idaho City

P.O. Box 130  
Idaho City, ID 83631  
(208) 392-4584  
4cityfolk@gmail.com

## 7 DAY NOTIFICATION FOR WATER TERMINATION

HAS BEEN GIVEN TO



Acct#

30002

ON THE 6 DAY OF

March

20 20

FOR NON-PAYMENT OF WATER AND SEWER ACCOUNTS WITH THE CITY OF  
IDAHO CITY.

*To reinstate your water and sewer service, you have to:*

Pay \$35.00 Disconnect fee and \$35.00 reconnect fee to reinstate water service plus  
balance due:

Balance due:

\$304.57

Disconnect fee:

\$35.00

Reconnect fee:

\$35.00

TOTAL:

\$374.57

### CITY OF IDAHO CITY

P.O. BOX 130  
IDAHO CITY, ID 83631-0130  
t: (208) 392-4584

30002-00

Due Date: 03/20/20



Act: 30002-00

304.57

03/20/2020

Svc Addr: 304 ELK CREEK ROAD

SERVICE	CHARGES	PAST-DUE	BALANCE
---------	---------	----------	---------

SEWER	34.61	242.27	276.88
-------	-------	--------	--------

SEWER LATE FEE	20.77	6.92	27.69
----------------	-------	------	-------

RETURN SERVICE REQUESTED

PRESORTED FIRST CLASS MAIL U.S. POSTAGE PAID  PERMIT NO.
--

Totals: 55.38 249.19 304.57

REMEMBER TO SPRING AHEAD AND SEND  
YOUR PAYMENT TO US BY MARCH 20.

Current: 0  
Previous: 0  
Usage: 0

Last Payment: 34.61 - 08/07/2019

>>> PLEASE PAY \$ 304.57 BY 03/20/2020 <<<  
>>> PLEASE PAY \$ AFTER 03/20/2020 <<<

IDAHO CITY ID 83631

ATION

Pursuant to the provisions of Idaho City Code 9-1-29(c) and 9-2-31(c)

# City of Idaho City

P.O. Box 130  
Idaho City, ID 83631  
(208) 392-4584  
4cityfolk@gmail.com

## 7 DAY NOTIFICATION FOR WATER TERMINATION

HAS BEEN GIVEN TO: [REDACTED] Acct# 20004

ON THE 6 DAY OF March, 20 20

FOR NON-PAYMENT OF WATER AND SEWER ACCOUNTS WITH THE CITY OF  
IDAHO CITY.

*To reinstate your water and sewer service, you have to:*

Pay \$35.00 Disconnect fee and \$35.00 reconnect fee to reinstate water service plus  
balance due:

Balance due: \$304.57  
Disconnect fee: \$35.00  
Reconnect fee: \$35.00

TOTAL: \$374.57

CITY OF IDAHO CITY  
P.O. BOX 130  
IDAHO CITY, ID 83631-0130  
H: (208) 392-4584

20004-00

Due Date: 03/20/2020



Act: 20004-00  
304.57  
03/20/2020

Svc Addr: 300 ELK CREEK ROAD

SERVICE	CHARGES	PAST-DUE	BALANCE
---------	---------	----------	---------

SEWER	34.61	242.27	276.88
SEWER LATE FEE	20.77	6.92	27.69

RETURN SERVICE REQUESTED

Totals: 55.38 249.19 304.57

REMEMBER TO SPRING AHEAD AND SEND  
YOUR PAYMENT TO US BY MARCH 20.

Current: 0 02/29/2020  
Previous: 0 02/05/2020  
Usage: 0 ESTIMATED READING  
Last Payment: 34.61 - 08/07/2019  
>>> PLEASE PAY \$ 304.57 BY 03/20/2020 <<<  
>>> PLEASE PAY \$ AFTER 03/20/2020 <<<

302 ELK CREEK ROAD  
IDAHO CITY ID 83631

PRESORTED  
FIRST CLASS MAIL  
U.S. POSTAGE PAID  
PERMIT NO.

ATION

**CITY OF IDAHO CITY  
UTILITY BILLING  
SHORT TERM PAYMENT AGREEMENT**

Date: \_\_\_\_\_

Account# 20601

**Choose one of the options below:** Payment agreements may not extend beyond sixty (60) days from the date of this agreement is signed. Accounts must be paid in full by the end of the sixty-day period. *Please feel free to attend the next City Council Meeting if you need to make other payment arrangements.*

I, \_\_\_\_\_ agree to have my account  
balance of \$ \_\_\_\_\_ paid in full on the agreed payment date of \_\_\_\_\_.

\*\*\*\*\*

I, \_\_\_\_\_ agree to have my account  
balance of \$ \_\_\_\_\_ paid in \_\_\_\_\_ part payments of \$ \_\_\_\_\_ each on the  
agreed date(s) of \_\_\_\_\_ and paid in full on the agreed payment date of  
\_\_\_\_\_.

\*\*\*\*\*

**I UNDERSTAND THAT IF I DO NOT ABIDE BY THE TERMS OF THIS  
PAYMENT AGREEMENT MY SERVICES WILL BE DISCONNECTED  
WITHOUT FURTHER NOTICE AND A \$35.00 FEE WILL BE ASSESSED TO MY  
ACCOUNT. UPON DISCONNECTION I UNDERSTAND AND AGREE THAT  
BOTH THE BALANCE DUE AND THE DISCONNECTION FEE, TOGETHER  
WITH ANY APPLICABLE RECONNECTION FEES, MUST BE PAID BEFORE  
MY SERVICES WILL BE RECONNECTED.**

\_\_\_\_\_  
CUSTOMER SIGNATURE

\_\_\_\_\_  
CITY CLERK/DEPUTY CLERK SIGNATURE

**CITY OF IDAHO CITY  
UTILITY BILLING  
SHORT TERM PAYMENT AGREEMENT**

Date: \_\_\_\_\_

Account# 30002

**Choose one of the options below:** Payment agreements may not extend beyond sixty (60) days from the date of this agreement is signed. Accounts must be paid in full by the end of the sixty-day period. *Please feel free to attend the next City Council Meeting if you need to make other payment arrangements.*

I, \_\_\_\_\_ agree to have my account  
balance of \$ \_\_\_\_\_ paid in full on the agreed payment date of \_\_\_\_\_.

\*\*\*\*\*

I, \_\_\_\_\_ agree to have my account  
balance of \$ \_\_\_\_\_ paid in \_\_\_\_\_ part payments of \$ \_\_\_\_\_ each on the  
agreed date(s) of \_\_\_\_\_ and paid in full on the agreed payment date of  
\_\_\_\_\_.

\*\*\*\*\*

**I UNDERSTAND THAT IF I DO NOT ABIDE BY THE TERMS OF THIS  
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WITHOUT FURTHER NOTICE AND A \$35.00 FEE WILL BE ASSESSED TO MY  
ACCOUNT. UPON DISCONNECTION I UNDERSTAND AND AGREE THAT  
BOTH THE BALANCE DUE AND THE DISCONNECTION FEE, TOGETHER  
WITH ANY APPLICABLE RECONNECTION FEES, MUST BE PAID BEFORE  
MY SERVICES WILL BE RECONNECTED.**

\_\_\_\_\_  
CUSTOMER SIGNATURE

\_\_\_\_\_  
CITY CLERK/DEPUTY CLERK SIGNATURE

**CITY OF IDAHO CITY  
UTILITY BILLING  
SHORT TERM PAYMENT AGREEMENT**

Date: \_\_\_\_\_

Account# 20004

**Choose one of the options below:** Payment agreements may not extend beyond sixty (60) days from the date of this agreement is signed. Accounts must be paid in full by the end of the sixty-day period. *Please feel free to attend the next City Council Meeting if you need to make other payment arrangements.*

I, \_\_\_\_\_ agree to have my account  
balance of \$ \_\_\_\_\_ paid in full on the agreed payment date of \_\_\_\_\_.

\*\*\*\*\*

I, \_\_\_\_\_ agree to have my account  
balance of \$ \_\_\_\_\_ paid in \_\_\_\_\_ part payments of \$ \_\_\_\_\_ each on the  
agreed date(s) of \_\_\_\_\_ and paid in full on the agreed payment date of  
\_\_\_\_\_.

\*\*\*\*\*

**I UNDERSTAND THAT IF I DO NOT ABIDE BY THE TERMS OF THIS  
PAYMENT AGREEMENT MY SERVICES WILL BE DISCONNECTED  
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BOTH THE BALANCE DUE AND THE DISCONNECTION FEE, TOGETHER  
WITH ANY APPLICABLE RECONNECTION FEES, MUST BE PAID BEFORE  
MY SERVICES WILL BE RECONNECTED.**

\_\_\_\_\_  
CUSTOMER SIGNATURE

\_\_\_\_\_  
CITY CLERK/DEPUTY CLERK SIGNATURE



## IDAHO CITY CODE

### 9-1-29: DELINQUENCY NOTICE:

If a customer has not paid his monthly charges within fifteen (15) days of issuance of the bill for service as required by section 9-1-27 of this chapter, it shall be deemed delinquent and a penalty charge of one dollar (\$1.00) or ten percent (10%) of charges due, whichever is greater, shall be added to the customer's charges. Interest shall thereafter accrue on the past due balance at a rate of ten percent (10%) per annum. In the event of a delinquent account, the city may then proceed with any or all of the following courses of action which the city in its discretion determines to be appropriate:

- A. **Termination Of Service:** If the amount of the customer's delinquent account is equal to or greater than the lesser of twenty five dollars (\$25.00) or two (2) monthly service charges, then the city may provide the customer with written notice that the city intends to terminate running water service to the customer, which notice must be mailed at least seven (7) calendar days prior to termination and which notice shall include the following information: that the grounds for termination are nonpayment of delinquent bills; the date for termination; actions the customer may take to avoid or delay termination, including filing a physician's certificate as to the existence of a medical emergency or the filing of an informal or formal complaint concerning the termination with the city council; and a statement of the city's willingness to make payment arrangements to assist customers having difficulty paying their utility bill. Upon such notice and an additional diligent attempt by the city to provide oral notice of termination to the customer at least twenty-four (24) hours prior to actual termination, the city may terminate running water service to the customer. Water service will be restored upon payment in full of the customer's delinquent account or when agreement is reached as to a payment arrangement.
- B. **Collection Action:** The city may commence a legal action against the customer to collect all amounts due and owing, plus penalties and interest assessed. The city shall be entitled to recover its attorney fees incurred, if any, in the event it prevails in such action.
- C. **Lien:** The city shall notify the customer of the delinquency. In the event the city elects to terminate service under subsection A of this section, such written notice of intent to terminate shall also serve as a delinquency notice under this provision. All delinquent charges or fees, as provided by this chapter, not paid after the final determination of the customer's account may be imposed as a lien against and upon the property or premises against which such charge or fee is levied or assessed, and the clerk shall certify such delinquencies together with all penalties to the tax collector of the county and when so certified, the same shall be a lien upon the property and will be collectible as other taxes.
- D. **Restrictions On Future Service:** Any customer leaving a delinquency in water fees at any location shall not be entitled to the use of the water system at any new location until all fee delinquencies are paid. (Ord. 213, 9-11-1990, eff. 10-1-1990)



Nancy L Ptak <idahocityclerk@gmail.com>

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## Renewal of Business License

1 message

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Cynthia Kneisl

Mon, Mar 23, 2020 at 12:52 PM

To: idahocityclerk@gmail.com

Hi Nancy. I spoke with you earlier about requesting that the late fee be waived for my business license renewal, and am sending you this email as you'd asked.

I closed the business last November and was not sure if I would be opening again, because I've run out of money and there is still much to be done to the property. I'm partially disabled and have applied for Social Security Disability, but that is a long process and I fear my appeal hearing will again be delayed with the pandemic situation. I also can't even operate the business now because of the pandemic, and am unsure when I can start again. I'm also unable to sub at the school (which I had been doing) because they will be conducting classes online now.

I'm doing the best I can but am living on credit cards and just trying to find a way to keep my head above water. If the City would be able to waive my late fee, every little bit helps and I would greatly appreciate it. Either way, if you would let me know I will take care of it as soon as I can. Thank you for your consideration.

Cynthia Kneisl  
Cottonwood Street Inn



Nancy L Ptak <idahocityclerk@gmail.com>

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## Council Meeting April 8

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Sluice Box <bocosluicebox@gmail.com>

Thu, Apr 2, 2020 at 10:49 AM

To: "City of Idaho City, Nancy" <idahocityclerk@gmail.com>

I would like to ask to have the request for use of city land near the dump station on Highway 21 (for a Welcome from the North (Lowman-Stanley) sign) and in the triangle of Buena Vista and Centerville Road (for a larger Pioneer Cemetery directional sign). Both signs will be donated and installed by the Chamber. I would like these requests to be added as action items on the agenda for the Council meeting on the 8th.

I will forward you images of the actual signs and a picture of the area for placement as soon as I receive the changes we requested from Idaho Electric Signs and Scott Jackson, our two purveyors for the project. I will put that and an easily readable description of our plan together with those pictures so that the council can have them in their packets and email them to you by Monday. Let me know if there is anything else you will need. Thanks!---L.

Lisa Hanson---BoCo Collectibles & BoCo Sluice Box Owner/Travel Blogger/IC Chamber President  
Join my travel blog email list <http://www.theinquisitivescorpionstale.com/>



## REQUEST TO APPEAR ON AGENDA

Today's Date: 3/25/2020

Name: Terry Teeter / [REDACTED]

Subject: Fire Dist / Mores Creek Crossing

Will this be an action item? YES ✓ <sup>maybe</sup> NO       

*To ensure that you appear on the agenda, please return this form to City Hall no later than **ONE WEEK PRIOR** to the meeting you wish to appear.*

Date of city council meeting you wish to appear on the agenda:  
Possibly April 8, 2020

Date of ICHC meeting you wish to appear on the agenda:

Date of ICP&Z meeting you wish to appear on the agenda:

Date of ICP&R meeting you wish to appear on the agenda:

Questions? Please call City Hall at 208-392-4584 or email  
[idahocityclerk@gmail.com](mailto:idahocityclerk@gmail.com) or [4cityfolk@gmail.com](mailto:4cityfolk@gmail.com)

Account Number: 20011-00  
 Service Address: 200 ELK CREEK ROAD  
 Billing Date: 04/02/2020  
 Current Charges: 0.00  
 Past Due Charges: 0.00  
 Amount Due by 04/12/2020: 0.00  
 Amount Due After 04/12/2020:

☐ Check here if you have had a mailing address change and indicate this change on the back of the stub.

P.O. BOX 26  
 IDAHO CITY ID 83631  
 US

Amount Enclosed: \_\_\_\_\_

Account Number: 20011-00  
 Service Address: 200 ELK CREEK ROAD  
 Last Payment: 100.23 - 03/11/2020  
 Billing Date: 04/02/2020

P.O. BOX 26  
 IDAHO CITY ID 83631

Current Reading: 02/29/2020 1178300  
 Previous Reading: 02/05/2020 1174850  
 Usage: >>> ESTIMATED READING <<< 3450

### Important Messages

This is how we  
 can notify  
 people if we  
 decide to..

Service	Current	Past-Due	Balance
WATER BASE	0.09	0.00	0.09
OVERPAYMENT	-0.09	0.00	-0.09
Totals:	0.00	0.00	0.00
DUE DATE	04/12/2020		

>>> ESTIMATED READING <<<

THANK YOU FOR YOUR PREVIOUS PAYMENT

### USAGE HISTORY IN GALLONS

MAR 2019	APR 2019	MAY 2019	JUN 2019	JUL 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020
5100	5100	5100	950	6750	3100	3450	3450	3450	3450	3450	3450	3450
ESTIMATE	ESTIMATE	ESTIMATE	ACTUAL	ACTUAL	ACTUAL	H-HELD	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE

## BLACK MOUNTAIN SOFTWARE UTILITY BILLING SYSTEM

CITY OF IDAHO CITY

PAST DUE 60 OR MORE DAYS

For target date 03/18/2020

13:55:00 - 03/18/2020

Account	Route - Meter	Customer Name	Service Address	Balance	Past Due
Fund - Service					
20001-00	02-01	[REDACTED]	302 ELK CREEK ROAD		
51 - WATER BASE					
52 - SEWER				2941.78	2528.45
51 - WATER LATE FEE					
52 - SEWER LATE FEE				301.09	89.98
51 - OVERPAYMENT					
			Subtotal for Account 20001-00	3242.87	2618.44
20004-00	02-04	[REDACTED]	300 ELK CREEK ROAD		
51 - WATER BASE					
52 - SEWER				276.88	242.27
51 - WATER LATE FEE					
52 - SEWER LATE FEE				27.69	6.92
51 - OVERPAYMENT					
			Subtotal for Account 20004-00	304.57	249.19
20013-00	02-13	[REDACTED]	108 ELK CREEK ROAD		
51 - WATER BASE				318.59	191.79
51 - WATER USAGE				8.10	5.40
52 - SEWER				207.66	138.44
51 - WATER LATE FEE				115.35	115.35
52 - SEWER LATE FEE					
51 - OVERPAYMENT					
			Subtotal for Account 20013-00	647.70	450.98
20052-00	02-52	[REDACTED]	313 MONTGOMERY STRE		
51 - WATER BASE				28.50	19.00
52 - SEWER				18.50	11.00
51 - WATER LATE FEE				0.95	
52 - SEWER LATE FEE				0.55	
51 - OVERPAYMENT					
			Subtotal for Account 20052-00	46.50	30.00
20061-00	02-61	[REDACTED]	510 MONTGOMERY STRE		
51 - WATER BASE				187.20	124.80
51 - WATER USAGE				1.41	0.94
52 - SEWER				103.83	69.22
51 - WATER LATE FEE				8.29	
52 - SEWER LATE FEE				3.45	
51 - OVERPAYMENT					
			Subtotal for Account 20061-00	302.19	194.96
20082-00	02-82	[REDACTED]	110 PLACER STREET		
51 - WATER BASE				227.30	164.90
51 - WATER USAGE				31.88	23.91
52 - SEWER				138.44	103.83
51 - WATER LATE FEE					
52 - SEWER LATE FEE				11.53	
			Subtotal for Account 20082-00	409.15	292.64
20088-00	02-88	[REDACTED]	101 PLACER STREET		
51 - WATER BASE				185.87	133.47
51 - WATER USAGE				2.96	2.22
52 - SEWER				138.44	103.83
51 - WATER LATE FEE				7.26	
52 - SEWER LATE FEE				6.92	
			Subtotal for Account 20088-00	351.45	239.52
20125-00	02-125	[REDACTED]	309 WALULLA STREET W		
51 - WATER BASE				228.84	166.44
51 - WATER USAGE				15.40	11.55
52 - SEWER				138.44	103.83
51 - WATER LATE FEE				65.45	54.28
52 - SEWER LATE FEE				8.92	
51 - OVERPAYMENT					
			Subtotal for Account 20125-00	455.05	336.10

7 day

still  
NO ResponseOK - She's working  
on itPd \$500  
on 2-24-2020Pd. All of it  
on 3-24-20

Pd. \$200 on 3-11-20

Pd. \$300 on 2-4-20

7 day

\$ Pd. 100 on 3-19-20  
No Response w/ pay agreement

## BLACK MOUNTAIN SOFTWARE UTILITY BILLING SYSTEM

CITY OF IDAHO CITY

PAST DUE 60 OR MORE DAYS

For target date 03/18/2020

13:55:00 - 03/18/2020

Account	Route - Meter	Customer Name	Service Address	Balance	Past Due
Fund - Service					
20126-00	02-126		316 WALULLA STREET W		
51 - WATER BASE				187.20	124.80
51 - WATER USAGE				49.29	32.85
52 - SEWER				104.15	69.54
51 - WATER LATE FEE				33.20	33.20
52 - SEWER LATE FEE					
51 - OVERPAYMENT					
			Subtotal for Account 20126-00 :	373.84	260.40
20163-00	02-163		2 SUMMERVOLD		
51 - WATER BASE				249.60	187.20
51 - WATER USAGE				23.48	17.51
51 - WATER LATE FEE				92.47	92.47
			Subtotal for Account 20163-00 :	365.55	297.28
20169-00	02-169		3878 HIGHWAY 21		
51 - WATER BASE				141.06	78.68
51 - WATER USAGE				3.30	1.65
52 - SEWER				69.22	34.61
51 - WATER LATE FEE				1.63	
52 - SEWER LATE FEE					
51 - OVERPAYMENT					
			Subtotal for Account 20169-00 :	215.23	114.94
20170-00	02-170		3878 HIGHWAY 21		
51 - WATER BASE				140.88	78.48
51 - WATER USAGE				1.44	0.72
52 - SEWER				69.22	34.61
51 - WATER LATE FEE				1.81	
52 - SEWER LATE FEE					
51 - OVERPAYMENT					
			Subtotal for Account 20170-00 :	213.15	113.61
20171-00	02-171		3876 HIGHWAY 21		
51 - WATER BASE				140.82	78.42
51 - WATER USAGE				0.72	0.36
52 - SEWER				69.22	34.61
51 - WATER LATE FEE				1.80	
52 - SEWER LATE FEE					
51 - OVERPAYMENT					
			Subtotal for Account 20171-00 :	212.35	113.39
20172-00	02-172		3876 HIGHWAY 21		
51 - WATER BASE				211.22	117.62
51 - WATER USAGE				119.49	65.13
52 - SEWER				103.84	51.92
51 - WATER LATE FEE				3.45	
52 - SEWER LATE FEE					
51 - OVERPAYMENT					
			Subtotal for Account 20172-00 :	438.03	234.67
20173-00	02-173		3874 HIGHWAY 21		
51 - WATER BASE				142.18	79.78
51 - WATER USAGE				14.44	7.22
52 - SEWER				69.22	34.61
51 - WATER LATE FEE				1.74	
52 - SEWER LATE FEE					
51 - OVERPAYMENT					
			Subtotal for Account 20173-00 :	227.58	121.61
20193-00	02-193		3865 HIGHWAY 21		
51 - WATER BASE				842.40	561.80
51 - WATER USAGE				408.66	272.44
52 - SEWER				467.25	311.50
51 - WATER LATE FEE				41.70	
52 - SEWER LATE FEE				15.58	
			Subtotal for Account 20193-00 :	1775.59	1145.54



## BLACK MOUNTAIN SOFTWARE UTILITY BILLING SYSTEM

CITY OF IDAHO CITY

PAST DUE 60 OR MORE DAYS

For target date 03/18/2020

13:55:00 - 03/18/2020

Account	Route - Meter	Customer Name	Service Address	Balance	Past Due
Fund - Service					
20193-01	00-NONE		3865 HIGHWAY 21		
51 - WATER BASE				1661.30	1661.30
52 - SEWER				4266.43	4266.43
51 - WATER LATE FEE				3920.70	3920.70
52 - SEWER LATE FEE				2035.74	2035.74
			Subtotal for Account 20193-01	11884.17	11884.17
20194-00	02-194		3867 HIGHWAY 21		
51 - WATER BASE				280.80	187.20
51 - WATER USAGE				194.64	129.76
52 - SEWER				155.76	103.84
51 - WATER LATE FEE				15.85	
52 - SEWER LATE FEE				5.19	
			Subtotal for Account 20194-00	652.24	420.80
20194-01	00-NONE		3867 HIGHWAY 21		
51 - WATER BASE				486.61	486.61
52 - SEWER				411.31	411.31
51 - WATER LATE FEE				897.92	897.92
52 - SEWER LATE FEE					
			Subtotal for Account 20194-01	897.92	897.92
20196-00	02-196		3873 HIGHWAY 21		
51 - WATER BASE				2518.95	2082.15
51 - WATER USAGE				1813.75	1742.47
52 - SEWER				3780.47	3538.20
			Subtotal for Account 20196-00	8113.17	7362.82
20197-00	02-197		3879 HIGHWAY 21		
51 - WATER BASE				1302.36	990.36
51 - WATER USAGE				236.92	205.09
52 - SEWER				1566.62	1393.57
			Subtotal for Account 20197-00	3105.90	2589.02
20198-00	02-198		111 GOLD ROAD		
51 - WATER BASE				998.40	748.60
51 - WATER USAGE				52.88	39.66
52 - SEWER				1043.19	904.75
			Subtotal for Account 20198-00	2094.47	1693.21
20199-00	02-199		98 GOLD ROAD		
51 - WATER BASE				374.40	249.60
51 - WATER USAGE				20.67	13.78
52 - SEWER				207.66	138.44
51 - WATER LATE FEE				13.17	
52 - SEWER LATE FEE				6.92	
			Subtotal for Account 20199-00	622.82	401.82
20205-00	02-205		118 GOLD ROAD		
51 - WATER BASE				374.40	187.20
51 - WATER USAGE				52.66	26.33
52 - SEWER				242.38	138.55
51 - WATER LATE FEE				74.44	74.44
52 - SEWER LATE FEE				3.47	
51 - OVERPAYMENT					
			Subtotal for Account 20205-00	747.35	426.52
20217-00	02-217		117 PROSPECTOR LANE		
51 - WATER BASE				226.01	163.61
51 - WATER USAGE				58.36	51.27
52 - SEWER				138.44	103.83
51 - WATER LATE FEE				28.18	14.64
52 - SEWER LATE FEE				6.92	
51 - OVERPAYMENT					
			Subtotal for Account 20217-00	467.91	333.35
20228-00	02-228		114 PROSPECTOR LANE		
51 - WATER BASE				124.80	62.40
51 - WATER USAGE				14.58	7.29
52 - SEWER				73.62	38.91
51 - WATER LATE FEE				6.97	
52 - SEWER LATE FEE				3.46	
			Subtotal for Account 20228-00	223.33	108.60

pd by CC  
 not entered yet  
 PD \$800 Now \$52.65 ahead

No Response 3-26-20  
 PD \$234 (1/2)

PD \$100 on 3-12-20

7-day

## BLACK MOUNTAIN SOFTWARE UTILITY BILLING SYSTEM

CITY OF IDAHO CITY

PAST DUE 60 OR MORE DAYS

For target date 03/18/2020

13:55:00 - 03/18/2020

Account	Route - Meter	Customer Name	Service Address	Balance	Past Due
Fund - Service					
20232-00	02-232	[REDACTED]	207 WALULLA STREET E		
51 - WATER BASE				124.80	62.40
51 - WATER USAGE				20.60	10.30
52 - SEWER				69.22	34.61
51 - WATER LATE FEE				46.11	35.62
52 - SEWER LATE FEE				6.92	
			Subtotal for Account 20232-00	267.65	142.93
20278-00	02-278	[REDACTED]	301 WALULLA STREET W		
51 - WATER BASE				166.86	124.46
51 - WATER USAGE				8.31	5.54
52 - SEWER				103.83	69.22
51 - WATER LATE FEE				22.96	16.48
52 - SEWER LATE FEE				3.46	
51 - ON/OFF FEE					
51 - OVERPAYMENT					
			Subtotal for Account 20278-00	305.42	215.70
30002-00	03-02	[REDACTED]	304 ELK CREEK ROAD		
51 - WATER BASE				276.88	242.27
52 - SEWER					
51 - WATER LATE FEE				27.69	6.92
52 - SEWER LATE FEE					
51 - OVERPAYMENT					
			Subtotal for Account 30002-00	304.57	249.19
30004-00	03-04	[REDACTED]	201 MINERS LANE		
51 - WATER BASE				369.17	334.56
52 - SEWER					
51 - WATER LATE FEE				104.31	74.31
52 - SEWER LATE FEE				473.48	406.87
			Subtotal for Account 30004-00	473.48	406.87
30007-00	03-07	[REDACTED]	160 FOUR PINES LOOP ROA		
51 - WATER BASE				103.81	69.20
52 - SEWER				3.46	
52 - SEWER LATE FEE					
51 - OVERPAYMENT					
			Subtotal for Account 30007-00	107.27	69.20

Total Balance: 39868.48

Total Past Due: 34015.59

## 2020 Taxing District Calendar

12/6/2019

Date	Idaho Code or Rule	Description
03/23/20	63-1312(1)	County auditor notifies each district, other than school districts, of the prior year's total taxable value within such district.
04/30/20	63-802A	Each taxing district will notify each appropriate county clerk of the date and location of its budget hearing.
06/01/2020	50-2903A	Urban Renewal agencies with an RAA formed after 7/1/2016 must attest to the STC if a modification of their plan has occurred or that no modification has occurred.
07/20/20	27-120, 40-802, and 39-1332	County auditor shall provide to each Highway, Hospital, and Cemetery district a statement showing the aggregate market value for assessment purposes of all property in the district. For Highway District only: in addition shall provide the same information for each city in the highway district.
07/20/20	Rule 802.08	County auditor shall report to each taxing district the value of new construction and annexation.
08/03/20	63-1312(2)	County auditor shall notify the STC and each taxing unit of the taxable valuation of all taxable property within that district from the current year's property roll, previous year operating property roll, and the prior year's actual or current year's estimated subsequent and missed property rolls.
08/03/20	Rule 803.06.b	County auditor shall notify each taxing district or unit the total of property tax replacement monies and identify the type of replacement money. (thru June 30)
08/17/2020	Rule 803.06.d	County auditor shall notify each taxing unit of the gross earnings tax on solar farms billed for the current year. (thru June 30)
No later than September 01	50-5913(2)(b)	STC shall notify appropriate board of county commissioners and city council of any urban renewal agency that failed to register their plans with the STC registry.
9/07/2020	Rule 805.04	STC will provide a list of taxing districts that are noncompliant with LSO's registry to County Clerk(s). (50-2913(3)(b) STC Registry)
9/07/2020	63-410(1)	STC will certify operating property values to each county auditor.
09/10/20	63-803(3)	Taxing districts certify their property tax budgets (in whole dollars) to the each County unless an extension of not more than 7 working days is granted by the County Commissioners. For school emergency fund due date before 2nd Monday of September.
09/21/20	63-808(1)	Clerk of the board must prepare 4 certified copies of the record of levies and deliver one copy to the assessor, tax collector, state tax commission, and clerk's office.
09/28/20	63-803(3)	Taxing districts L-2s that were granted an extension are due to county.
10/26/20	63-809(1)	Deadline for STC to approve budget and levies.
12/01/20	67-450E(2)	Before December 1st local governing entities must update registration information on LSO's registry. The STC and the county clerk of each county shall provide a list of all taxing districts within the state and county to LSO.
12/01/20	50-2913(2)	Urban renewal agencies shall submit their plans to the STC central registry.
Prior to 2/15/2021	63-810(1)(B)	Last day of discovery of an erroneous levy due to clerical, mathematical, or electronic error. If discovered after this date no correction to levy allowed.

# BOISE COUNTY TAXING DISTRICT

## NOTICE OF PUBLIC BUDGET HEARING

Taxing District: \_\_\_\_\_

Hearing Date: \_\_\_\_\_ Hearing Time: \_\_\_\_\_

Hearing Location & Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Person: \_\_\_\_\_

POC Phone: \_\_\_\_\_ POC Email: \_\_\_\_\_

**This report is due by April 30, 2020 to the Boise County Clerk.** Please also submit the following information.

Board Member	Phone No.	Email	Length of term	Term Expires

As required in Section 63-802A, Idaho Code (1) Not later than April 30 of each year, each taxing district shall set and notify the county clerk of the date and location set for the budget hearing of the district. If no budget hearing is required by law, the county clerk shall be so notified. All notifications must be in writing.

Tax districts that fail to comply with this law will lose the ability to increase the amount of property tax revenue over the previous year's approved amount. This freeze will apply to property taxes for school maintenance and operation, as well as to all non-school district property taxes that are subject to the provisions of section 63-802. Idaho Code (the "3% cap"). For non-school districts, in addition to elimination of the 3% increase, no new construction or annexation related to otherwise allowable increases would be permitted. Also, no district will be permitted to use previously accrued foregone amounts and existing foregone amounts will not increase to compensate for the freeze.



# 2019 December Value Worksheet Boise County

1/7/2020

Taxing District	Real & Personal Property Value	Sub-Roll Real & Personal Value	Homeowner's Exemption Value	Sub-Roll Homeowner's Exemption	Operating Property Value	Taxable Value (Total Cols 1,2,5)	Taxable Value + H/E (Total Cols 3,4,6)
Boise County	1,133,893,758	947,269	223,398,518	0	27,373,063	1,162,214,090	1,385,612,608
<b>Cities:</b>							
City of Crouch	22,489,784	0	4,134,056	0	120,909	22,610,693	26,744,749
City of Horseshoe Bend	37,784,667	138,399	12,194,722	0	3,564,015	41,487,081	53,681,803
City of Idaho City	30,740,771	0	8,238,856	0	649,105	31,389,876	39,628,732
City of Placerville	7,057,762	0	1,119,012	0	57,190	7,114,952	8,233,964
<b>Schools:</b>							
# 1 Boise Independent	381,935	0	0	0	173,602	555,537	555,537
# 71 Garden Valley	544,105,432	0	78,467,627	0	6,291,455	550,396,887	628,864,514
# 72 Basin	415,557,703	808,870	106,159,768	0	6,393,279	422,759,852	528,919,620
# 73 Horseshoe Bend	173,673,504	138,399	38,771,123	0	14,514,727	188,326,630	227,097,753
# 221 Emmett	175,184	0	0	0	0	175,184	175,184
<b>Ambulance:</b>							
East Boise Ambulance	482,971,029	808,870	113,388,476	0	7,668,755	491,448,654	604,837,130
<b>Cemetery:</b>							
Pioneer Cemetery	152,815,265	138,399	34,542,028	0	14,025,494	166,979,158	201,521,186
<b>Fire:</b>							
City of Idaho City Fire District	87,042,861	0	22,421,758	0	0	87,042,861	109,464,619
Eagle Fire (all txble)	1,360,568	0	0	0	0	1,360,568	1,360,568
Garden Valley Fire (all txble)	469,078,905	0	70,694,339	0	0	469,078,905	539,773,244
Horseshoe Bend Fire (all txble) (NUC)	140,631,536	138,399	36,391,231	0	2,809,500	143,579,435	179,970,666
Placerville Fire (all txble)	34,078,417	0	5,557,723	0	0	34,078,417	39,636,140
Wilderness Ranch Fire (all txble)	107,706,370	0	33,374,341	0	0	107,706,370	141,080,711

# Maximum Budget and Forgone Amount Worksheet

Detailed Information for Property Tax Reliefs									
Taxing District		2017				2018			
11/21/2019		Ag Equip \$	PP	HE	Total	Ag Equip \$	PP	HE	Total
Boise County		2,528	49,641	-	-	2,528	49,641	3,331	-
County Road & Bridge		-	-	-	-	-	-	-	-
Total County Budget Information:		2,528	49,641	-	52,169	2,528	49,641	3,331	55,500
Cities:									
Crouch		-	-	-	-	-	-	-	-
Horseshoe Bend		-	5,368	-	5,368	-	5,368	-	5,368
Idaho City		3	4,662	-	4,665	3	4,662	1,187	5,852
Placerville		-	51	-	51	-	51	-	51
Schools:									
Boise Independent #1		4,279	331,805	-	336,084	4,279	331,805	-	336,084
Garden Valley #71		-	13,276	-	13,276	-	13,276	1,281	14,557
Basin School #72		149	1,508	-	1,657	149	1,508	265	1,922
Horseshoe Bend #73		701	14,392	-	15,093	701	14,392	-	15,093
Emmett #221		21,763	37,802	-	59,565	21,763	37,802	-	59,565
Ambulance:									
East Boise County		33	934	-	967	33	934	78	1,045
Cemetery:									
Pioneer Cemetery		24	300	-	324	24	300	-	324
Fire:									
Eagle Fire		1,325	23,215	-	24,540	1,325	23,215	-	24,540
Garden Valley Fire		-	2,379	-	2,379	-	2,379	-	2,379
Horseshoe Bend Fire		96	1,086	-	1,182	96	1,086	-	1,182
Idaho City Fire (1st levy 2017)		0	-	-	-	0	-	-	-
Placerville Fire		-	27	-	27	-	27	-	27
Wilderness Ranch Fire		-	105	-	105	-	105	-	105
Hospital:									
Garden Valley Hospital		28	1,318	-	1,346	28	1,318	129	1,475
Horseshoe Bend Hospital		175	1,182	-	1,357	175	1,182	-	1,357
Library:									
Boise Basin Library		61	3,277	-	3,338	61	3,277	149	3,487
Garden Valley Library		29	2,234	-	2,263	29	2,234	231	2,494
Horseshoe Bend Library		204	961	-	1,165	204	961	-	1,165



**City of Idaho City**  
**2nd Quarterly Financial Report**  
**Fiscal Year-to-Date as**  
**March 31, 2020**

	OPERATING		AMOUNT	PERCENTAGE OF
GENERAL GOVERNMENT	EXPENSES	REVENUE	BUGETED	APPROPRIATIONS
Administrative	\$ 42,037.99	\$ 103,576.00	\$ 113,818.00	36.93%
Law Enforcement	\$ 60,611.75	\$ 453.98	\$ 116,529.00	52.01%
<b>Total Government</b>	<b>\$ 102,649.74</b>	<b>\$ 104,029.98</b>	<b>\$ 230,347.00</b>	<b>44.56%</b>
Street Fund	\$ 27,146.05	\$ 38,716.76	\$ 56,209.00	48.29%
Water Fund	\$ 166,811.92	\$ 130,503.29	\$ 310,542.00	53.72%
Water Bond	\$ 219,972.65		\$ 389,905.00	56.42%
Sewer Fund	\$ 67,406.73	\$ 80,006.80	\$ 183,853.00	36.66%
<b>BUDGET TOTAL</b>	<b>\$ 583,987.09</b>	<b>\$ 353,256.83</b>	<b>\$1,170,856.00</b>	<b>49.88%</b>

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

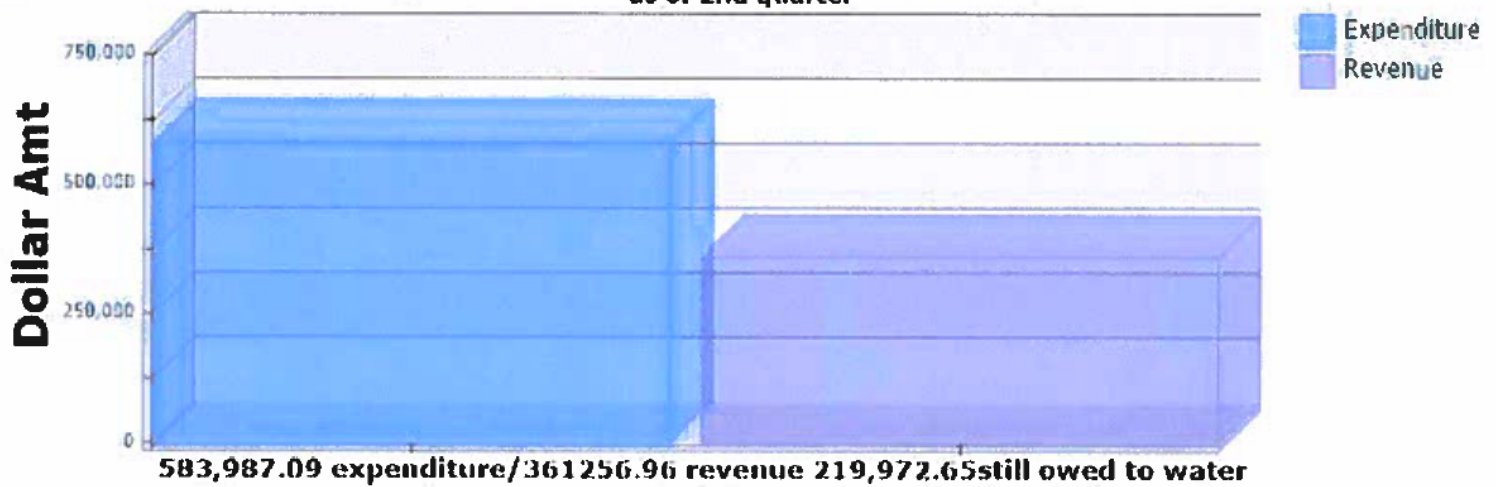
Nancy L Ptak  
City Clerk-Treasurer  
April 8, 2020

511 Main Street  
Idaho City, ID 83631  
208-392-4584



## ***Expenditure/Revenue Comparison***

as of 2nd quarter



We will be getting at least  
204 K from DEQ very soon.

We are pretty much where we need  
to be, but... with COVID-19  
water/sewer payments  
and property taxes and other revenues could  
be hurting us. We Really need to think about  
this ...

## 10 GENERAL FUND

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
Revenue								
31100	Property Taxes	13,891.98	44,283.58			58,175.56	99,308.00	-41,132.44
31200	Property Tax Penalty and	854.70	438.06			1,292.76	800.00	492.76
31300	Personal Property Tax Rep						4,802.00	-4,802.00
31400	Court Revenue	375.22	78.76			453.98	10,000.00	-9,546.02
32100	Beer Licenses	188.00				188.00	975.00	-787.00
32200	Liquor Licenses						1,200.00	-1,200.00
32300	Wine Licenses	75.00				75.00	975.00	-900.00
32400	Business Licenses	2,028.00	628.00			2,656.00	3,075.00	-419.00
32500	Vendors Permits	1,404.00	386.00			1,790.00	1,260.00	530.00
32600	Catering Permits	60.00	40.00			100.00	200.00	-100.00
32700	Building Permits	717.44				717.44	10,000.00	-9,282.56
32800	Animal Licenses	10.50	230.50			241.00	800.00	-559.00
32900	Idaho Power Storage Space						500.00	-500.00
33500	State Liquor Appropriatio	4,751.00	4,751.00			9,502.00	19,600.00	-10,098.00
33700	State Sales Tax	3,437.67	3,129.34			6,567.01	12,072.00	-5,504.99
33800	State Revenue Sharing	6,004.93	5,563.60			11,568.53	21,730.00	-10,161.47
33940	Law Enforcement Grants						6,000.00	-6,000.00
33950	CLG Grant (Historic)						2,500.00	-2,500.00
34140	Copy & Fax Fees						25.00	-25.00
34210	Event Fees- Law Enforceme						1,000.00	-1,000.00
34410	Cemetery Plots	100.00	200.00			300.00	5,000.00	-4,700.00
34500	PLANNING and ZONING FEES						2,000.00	-2,000.00
36100	Checking Interest						150.00	-150.00
36400	LGIP MONTHLY-reinvestment	1.52				1.52	250.00	-248.48
36500	Misc Receipts	1,679.12	1,960.20			3,639.32	200.00	3,439.32
36600	NSF Fee						150.00	-150.00
37200	Community Hall Rentals	1,034.50	773.00			1,807.50	5,000.00	-3,192.50
37300	Community Hall Cleaning D	350.00	205.48			555.48	1,200.00	-644.52
37400	Community Hall Rental Sal	50.22	22.44			72.66		72.66
37800	Power Reimb-Visitor's Cen	690.19	885.47			1,575.66	2,250.00	-674.34
Total Revenue		37,703.99	63,575.43	0.00	0.00	101,279.42	213,022.00	-111,742.58
Expenses								
41500	Administrative							
110	Employee Salary	4,426.77	2,131.37			6,558.14	25,058.00	18,499.86
111	Council Salary	1,800.00	1,800.00			3,600.00	7,200.00	3,600.00
112	Mayor's Expense Account						500.00	500.00
190	Payroll & Taxes Expense	476.35	22.34			22.34	1,000.00	977.66
210	FICA and Medicare	300.70	300.70			777.05	1,917.00	1,139.95
220	Health & Life Insurance	966.69	1,407.61			2,374.30	2,200.00	-174.30
240	Retirement	470.48	399.29			869.77	2,992.00	2,122.23
260	Worker's Compensation		1,000.00			1,000.00	1,399.00	399.00
305	Office Supplies	415.44	722.29			1,137.73	2,500.00	1,362.27

## 10 GENERAL FUND

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
310 Postage		50.00	50.00			100.00	320.00	220.00
320 Website							153.00	153.00
330 Office Equipment and Soft		1,232.38	1,829.57			3,061.95	3,000.00	-61.95
341 Solid Waste Fees		767.56	422.09			1,189.65	1,200.00	10.35
350 Administrative Maintenance		991.58	1,745.63			2,737.21	3,500.00	762.79
360 Community Hall Deposit Re		200.00	240.00			440.00	2,100.00	1,660.00
370 Bank Charges							100.00	100.00
390 Misc Expense		522.50				522.50	1,000.00	477.50
400 PURCHASED-PROPERTY SERVIC		330.00				330.00		-330.00
405 DIVISION of BUILDING SAFT							5,000.00	5,000.00
410 Historic District Expense							2,500.00	2,500.00
420 Liability/Property Insura		1,268.32				1,268.32	1,179.00	-89.32
430 Auditor Fees			2,600.00			2,600.00	2,300.00	-300.00
440 Publishing & Printing			47.52			47.52	140.00	92.48
450 Travel & Mileage		128.52	67.81			196.33	800.00	603.67
460 Dues & Subscriptions			80.00			80.00	150.00	70.00
470 Training		37.44	50.00			87.44	520.00	432.56
490 Telephone & Fax		342.99	616.38			959.37	2,820.00	1,860.63
520 Office Equip Repair & Mai			97.99			97.99	1,000.00	902.01
560 Cemetery Expense							5,000.00	5,000.00
570 Attorney Fees			2,400.00			2,400.00	4,800.00	2,400.00
590 Sales/Use Tax Payable		407.98	185.12			593.10	300.00	-293.10
611 Buildings - Supplies		495.05	147.98			643.03	1,500.00	856.97
620 Repairs - Visitor's Cente			125.55			125.55	1,500.00	1,374.45
621 Repairs - Community Hall			745.00			745.00	1,500.00	755.00
623 Repairs - City Hall		621.01	31.98			652.99	2,500.00	1,847.01
650 Propane - City Hall		200.46	189.58			390.04	600.00	209.96
670 Power - Shop & City Hall		326.95	434.62			761.57	1,600.00	838.43
673 Power - Community Hall		870.16	1,509.18			2,379.34	4,000.00	1,620.66
674 Power - Visitor's Center		771.93	955.66			1,727.59	3,600.00	1,872.41
742 Backhoe Payments		245.10				245.10		-245.10
810 Contingency CASH IN BANK/							7,370.00	7,370.00
910 Ordinance Codification			250.00			250.00	2,500.00	2,250.00
915 PLANNING and ZONING EXPEN							2,000.00	2,000.00
930 Parks & Rec expenses/powe		312.90	754.17			1,067.07	2,500.00	1,432.93
<b>Total Account</b>		<b>18,678.56</b>	<b>23,359.43</b>			<b>42,037.99</b>	<b>113,818.00</b>	<b>71,780.01</b>
Law Enforcement								
110 Employee Salary		22,492.60	16,109.00			38,601.60	78,652.00	40,050.40
210 FICA and Medicare		1,720.68	1,232.34			2,953.02	6,017.00	3,063.98
220 Health & Life Insurance		1,551.46	1,231.54			2,783.00	6,413.00	3,630.00
240 Retirement		1,561.70	1,115.50			2,677.20	5,817.00	3,139.80
260 Worker's Compensation			1,000.00			1,000.00	2,404.00	1,404.00
305 Office Supplies							25.00	25.00
330 Office Equipment and Soft		1,731.68	298.00			2,029.68	1,000.00	-1,029.68
380 Uniform Expense		248.00	407.25			655.25	400.00	-255.25
420 Liability/Property Insura		3,012.26				3,012.26	2,801.00	-211.26
450 Travel & Mileage			267.81			267.81		-267.81
460 Dues & Subscriptions			130.00			130.00		-130.00
470 Training			110.00			110.00	1,000.00	890.00

42100

10 GENERAL FUND

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
480 Fuel & Oil		1,469.72	1,183.98			2,653.70	6,500.00	3,846.30
490 Telephone & Fax		333.73	390.90			724.63	1,500.00	775.37
540 Equipment Repairs							200.00	200.00
610 Supplies							500.00	500.00
615 New Equipment		2,208.65	804.95			3,013.60	800.00	800.00
640 Vehicle Expense							2,500.00	-513.60
<b>Total Account</b>		<b>36,330.48</b>	<b>24,281.27</b>			<b>60,611.75</b>	<b>116,529.00</b>	<b>55,917.25</b>
<b>Total Expenses</b>		<b>55,009.04</b>	<b>47,640.70</b>	<b>0.00</b>	<b>0.00</b>	<b>102,649.74</b>	<b>230,347.00</b>	<b>127,697.26</b>
<b>Net Income from Operation</b>		<b>-17,305.05</b>	<b>15,934.73</b>			<b>-1,370.32</b>		
<b>Other Revenue</b>								
38300 Lease Agreement Payments							500.00	-500.00
38500 Idaho Power Franchise		1,116.87	1,633.82			2,750.69	7,325.00	-4,574.31
38700 EMT Building Lease							1,000.00	-1,000.00
38900 Law Contracts							7,000.00	-7,000.00
39700 Fire District Lease							1,000.00	-1,000.00
<b>Total Other Revenue</b>		<b>1,116.87</b>	<b>1,633.82</b>	<b>0.00</b>	<b>0.00</b>	<b>2,750.69</b>	<b>16,825.00</b>	<b>-14,074.31</b>
<b>Net Income</b>		<b>-16,188.18</b>	<b>17,568.55</b>	<b>0.00</b>	<b>0.00</b>	<b>1,380.37</b>		

## 20 STREET FUND

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
<b>Revenue</b>								
31100	Property Taxes	543.93	18,424.17			18,968.10	35,490.00	-16,521.90
31200	Property Tax Penalty and	323.84	179.90			503.74		503.74
31300	Personal Property Tax Rep	5,141.25	2,741.60			7,882.85		7,882.85
33100	Restricted Highway Fund						4,939.00	-4,939.00
33200	Highway Users Revenue	5,634.05	5,724.94			11,358.99	15,780.00	-4,421.01
36400	LGIP MONTHLY-reinvestment	3.08				3.08		3.08
<b>Total Revenue</b>		<b>11,646.15</b>	<b>27,070.61</b>	<b>0.00</b>	<b>0.00</b>	<b>38,716.76</b>	<b>56,209.00</b>	<b>-17,492.24</b>
<b>Expenses</b>								
43200	Street							
110	Employee Salary	2,199.59	2,135.22			4,334.81	6,958.00	2,623.19
210	FICA and Medicare	168.26	163.31			331.57	532.00	200.43
220	Health & Life Insurance	712.39	590.74			1,303.13	3,040.00	1,736.87
240	Retirement	223.67	177.70			401.37	831.00	429.63
260	Worker's Compensation		748.00			748.00	1,738.00	990.00
420	Liability/Property Insura	317.08				317.08	318.00	0.92
430	Auditor Fees		600.00			600.00	600.00	
440	Publishing & Printing		64.80			64.80	140.00	75.20
470	Training						104.00	104.00
480	Fuel & Oil	127.58	503.53			631.11	1,425.00	793.89
540	Equipment Repairs	3,148.04	1,325.18			4,473.22	4,000.00	-473.22
612	Supplies SHOP PUBLIC WORK	60.17	98.01			158.18	399.00	240.82
613	Small Tools	149.70				149.70	100.00	-49.70
614	Signs	13.67				13.67		-13.67
615	New Equipment	363.44	1,447.00			1,810.44	990.00	-820.44
630	Maintenance and Operation	1,062.78				1,062.78		-1,062.78
632	Dust Abatement						8,000.00	8,000.00
633	Snow Removal - Streets						2,000.00	2,000.00
634	Boardwalk Repairs						1,500.00	1,500.00
635	Street Maintenance	868.22	160.44			1,028.66	3,709.00	2,680.34
640	Vehicle Expense	275.60				275.60		-275.60
652	Propane-Shop						400.00	400.00
672	Power-Street Lights	1,135.89	1,135.22			2,271.11	4,710.00	2,438.89
675	Power - Shop	86.88	207.85			294.73	500.00	205.27
741	Grader Payment	2,886.56	2,886.58			5,773.14	11,547.00	5,773.86
742	Backhoe Payments	735.30	367.65			1,102.95	987.00	-115.95
820	Contingency Fund						1,681.00	1,681.00
<b>Total Account</b>		<b>14,534.82</b>	<b>12,611.23</b>	<b>0.00</b>	<b>0.00</b>	<b>27,146.05</b>	<b>56,209.00</b>	<b>29,062.95</b>
<b>Total Expenses</b>		<b>14,534.82</b>	<b>12,611.23</b>	<b>0.00</b>	<b>0.00</b>	<b>27,146.05</b>	<b>56,209.00</b>	<b>29,062.95</b>



20 STREET FUND

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
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	Net Income from Operation	-2,888.67	14,459.38			11,570.71		
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	Net Income	-2,888.67	14,459.38	0.00	0.00	11,570.71		
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## 51 WATER FUND

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
Revenue								
34800	Users Fees	67,814.66	67,733.16			135,547.82	282,672.00	-147,124.18
34810	Hook-up Fees	330.00				330.00	21,000.00	-20,670.00
34820	On/Off Fees	165.00				165.00	300.00	-135.00
34840	Special Users Hook-up Fee						500.00	-500.00
34850	Users Late Fees	512.20	1,499.35			2,011.55	5,000.00	-2,988.45
34860	RV Dump Donations	260.19				260.19	770.00	-509.81
36400	LGIP MONTHLY-reinvestment	113.73				113.73		113.73
36600	NSF Fee	25.00	50.00			75.00	100.00	-25.00
36910	Misc.Rev. Redwood Surplus						200.00	-200.00
Total Revenue		69,220.78	69,282.51	0.00	0.00	138,503.29	310,542.00	-172,038.71
Expenses								
43400	Water							
110	Employee Salary	25,386.87	22,318.43			47,705.30	111,839.00	64,133.70
111	Council Salary	900.00	900.00			1,800.00	6,000.00	4,200.00
113	Certified Plant Operator	149.40	1,482.86			1,632.26	5,000.00	3,367.74
210	FICA and Medicare	2,011.01	1,776.27			3,787.28	8,372.00	4,584.72
220	Health & Life Insurance	6,332.60	5,260.13			11,592.73	30,000.00	18,407.27
240	Retirement	2,808.13	2,155.99			4,964.12	13,354.00	8,389.88
260	Worker's Compensation		1,000.00			1,000.00	3,000.00	2,000.00
305	Office Supplies	63.64	425.48			489.12	700.00	210.88
310	Postage	140.00	140.00			280.00	896.00	616.00
320	Website						197.00	197.00
330	Office Equipment and Soft	3,016.89	4,029.63			7,046.52	5,400.00	-1,646.52
340	Professional Fees	6,796.53				6,796.53	5,000.00	-1,796.53
341	Solid Waste Fees	450.53	218.26			668.79	700.00	31.21
342	Professional Services	21.48				21.48		-21.48
420	Liability/Property Insura	5,707.44				5,707.44	5,708.00	0.56
430	Auditor Fees		4,800.00			4,800.00	4,800.00	
440	Publishing & Printing						784.00	784.00
450	Travel & Mileage	134.95	278.00			412.95	840.00	427.05
460	Dues & Subscriptions		150.00			150.00	2,000.00	1,850.00
470	Training	82.68	310.00			392.68	1,378.00	985.32
480	Fuel & Oil	425.27	1,844.78			2,270.05	4,750.00	2,479.95
490	Telephone & Fax	535.72	915.65			1,451.37	3,390.00	1,938.63
520	Office Equip Repair & Mai		68.59			68.59		-68.59
540	Equipment Repairs		103.32			103.32	5,000.00	4,896.68
570	Attorney Fees		2,400.00			2,400.00	4,800.00	2,400.00
580	Engineers Fees		10,100.70			12,178.15	10,000.00	-2,178.15
610	Supplies	2,077.45	175.46			2,252.91	1,000.00	1,252.91
612	Supplies SHOP PUBLIC WORK		676.93			676.93	1,007.00	330.07
613	Small Tools	25.98				25.98	2,000.00	1,974.02
615	New Equipment	3,314.00	8,092.00			11,406.00	3,025.00	-8,381.00

## 51 WATER FUND

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
630	Maintenance and Operation	7,687.69	6,257.39			13,945.08	10,000.00	-3,945.08
631	Administrative Maintenance	1,529.87	2,693.24			4,223.11	5,400.00	1,176.89
640	Vehicle Expense		358.49			358.49		-358.49
651	Propane-Shop and City Hal	332.14	94.79			426.93	960.00	533.07
652	Propane-Shop		262.51			262.51		-262.51
671	Power-Plant, Shop and Cit	3,702.26	5,127.24			8,829.50	15,000.00	6,170.50
680	Chemicals	1,162.02	2,218.59			3,380.61	9,000.00	5,619.39
681	Water Tests	324.25	1,600.00			1,924.25	5,000.00	3,075.75
742	Backhoe Payments	1,960.82	1,372.57			3,333.39	3,865.00	531.61
820	Contingency Fund						19,127.00	19,127.00
910	Ordinance Codification		125.00			125.00	1,250.00	1,125.00
	<b>Total Account</b>	<b>77,255.08</b>	<b>89,556.84</b>			<b>166,811.92</b>	<b>310,542.00</b>	<b>143,730.08</b>
43450	Water Bond							
340	Professional Fees						10,000.00	10,000.00
580	Engineers Fees	15,656.65				15,656.65		-15,656.65
720	Water Improvement Project	204,316.00				204,316.00		-204,316.00
	<b>Total Account</b>	<b>219,972.65</b>				<b>219,972.65</b>	<b>10,000.00</b>	<b>-209,972.65</b>
	<b>Total Expenses</b>	<b>297,227.73</b>	<b>89,556.84</b>	<b>0.00</b>	<b>0.00</b>	<b>386,784.57</b>	<b>320,542.00</b>	<b>-66,242.57</b>
	<b>Net Income from Operation</b>	<b>-228,006.95</b>	<b>-20,274.33</b>			<b>-248,281.28</b>		
	<b>Net Income</b>	<b>-228,006.95</b>	<b>-20,274.33</b>	<b>0.00</b>	<b>0.00</b>	<b>-248,281.28</b>		

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CITY OF IDAHO CITY  
Quarterly Income Statement  
For the Year 2019-2020

Page: 8 of 9  
Report ID: LBI70Q

52 SEWER FUND

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
Revenue								
34800 Users Fees		39,506.06	39,611.11			79,117.17	160,373.00	-81,255.83
34810 Hook-up Fees							21,000.00	-21,000.00
34830 Special Users Fees							100.00	-100.00
34850 Users Late Fees		355.76	389.11			744.87	2,000.00	-1,255.13
34860 RV Dump Donations		111.51				111.51	330.00	-218.49
36400 LGIP MONTHLY-reinvestment		33.25				33.25		33.25
Total Revenue		40,006.58	40,000.22	0.00	0.00	80,006.80	183,803.00	-103,796.20
Expenses								
Sewer								
43500								
110 Employee Salary		9,286.36	8,140.43			17,426.79	43,395.00	25,968.21
111 Council Salary		900.00	900.00			1,800.00	3,600.00	1,800.00
113 Certified Plant Operator		1,343.90	786.26			2,130.16	5,000.00	2,869.84
210 FICA and Medicare		779.20	691.60			1,470.80	3,320.00	1,849.20
220 Health & Life Insurance		2,304.04	1,912.70			4,216.74	15,000.00	10,783.26
240 Retirement		1,097.53	858.53			1,956.06	5,181.00	3,224.94
260 Worker's Compensation			1,000.00			1,000.00	1,958.00	958.00
305 Office Supplies		27.27	325.47			352.74	1,300.00	947.26
310 Postage		60.00	60.00			120.00	384.00	264.00
320 Website							87.00	87.00
330 Office Equipment and Soft		1,195.26	1,730.58			2,925.84	4,100.00	1,174.16
340 Professional Fees							8,000.00	8,000.00
341 Solid Waste Fees		450.53	218.26			668.79	800.00	131.21
350 Administrative Maintenanc		311.65	548.64			860.29	1,100.00	239.71
420 Liability/Property Insura		5,548.90				5,548.90	5,549.00	0.10
430 Auditor Fees			3,000.00			3,000.00	3,000.00	
440 Publishing & Printing							140.00	140.00
450 Travel & Mileage		57.83	60.00			117.83	360.00	242.17
460 Dues & Subscriptions							300.00	300.00
470 Training		35.88	100.00			135.88	589.00	453.12
480 Fuel & Oil		297.70	1,246.21			1,543.91	3,325.00	1,781.09
490 Telephone & Fax		260.31	764.35			1,024.66	2,000.00	975.34
520 Office Equip Repair & Mai			29.40			29.40		-29.40
540 Equipment Repairs			22.52			22.52	5,000.00	4,977.48
570 Attorney Fees			1,200.00			1,200.00	2,400.00	1,200.00
580 Engineers Fees							12,200.00	12,200.00
610 Supplies		175.46				175.46	1,000.00	824.54
612 Supplies SHOP PUBLIC WORK		133.43	333.26			466.69	494.00	27.31
613 Small Tools							250.00	250.00
615 New Equipment		298.00	3,468.00			3,766.00	7,400.00	3,634.00
630 Maintenance and Operation		5,393.19	111.64			5,504.83	10,000.00	4,495.17
640 Vehicle Expense			153.63			153.63	240.00	86.37
651 Propane-Shop and City Hal			94.79			94.79	840.00	745.21

52 SEWER FUND

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
652 Propane-Shop			134.75			134.75		-134.75
671 Power-Plant, Shop and Cit		1,397.32	1,724.20			3,121.52	7,500.00	4,378.48
680 Chemicals			649.40			649.40	3,000.00	2,350.60
683 Sewer Tests		269.45	2,722.31			2,991.76	5,000.00	2,008.24
742 Backhoe Payments		1,960.80	710.79			2,671.59	3,408.00	736.41
810 Contingency CASH IN BANK/							15,383.00	15,383.00
910 Ordinance Codification			125.00			125.00	1,250.00	1,125.00
<b>Total Account</b>		<b>33,584.01</b>	<b>33,822.72</b>			<b>67,406.73</b>	<b>183,853.00</b>	<b>116,446.27</b>
<b>Total Expenses</b>		<b>33,584.01</b>	<b>33,822.72</b>	<b>0.00</b>	<b>0.00</b>	<b>67,406.73</b>	<b>183,853.00</b>	<b>116,446.27</b>
<b>Net Income from Operation</b>		<b>6,422.57</b>	<b>6,177.50</b>			<b>12,600.07</b>		
<b>Net Income</b>		<b>6,422.57</b>	<b>6,177.50</b>	<b>0.00</b>	<b>0.00</b>	<b>12,600.07</b>		