

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. 2ND 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	4cityfolk@gmail.com
HD Hillyard	Janitor/part time office:	Deputy Clerk:	idahocityclerk@gmail.com
David Martin	Eleanor Wolery	Sue Robinson	idahocitypublicworks@gmail.com

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

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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 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

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David Martin	Eleanor Wolery	Sue Robinson	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'** 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 4th 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

OBSERVED BEHAVIOR RECORD REASONABLE SUSPICION

Employee's Name: _____ Date Observed: _____

Time of Observation: From: _____ a.m./p.m. To: _____ a.m./p.m.

Location of Observation: _____

In keeping with _____ objective to provide a safe and healthy work environment, it is this company's policy that: 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. Two supervisors must observe and /or concur in the decision to test. The employee will be taken to the collection site and not be allowed to drive after the test.

Observed Behavior: Check all items that have been observed:

1. Presence of Drug / Alcohol and / or Drug Paraphernalia

Specify: _____

- 2. Speech:** Normal Incoherent Silent Loud
 Slurred Whispering Confused Obscenities

Describe behavior: _____

- 3. Motor Skills:** Normal Swaying Stumbling Slow
 Staggering Reaching for Support Rapid

Describe behavior: _____

- 4. Appearance:** Normal Flushed Sleepy
 Bloodshot eyes Body Odor Tremors
 Disheveled Inappropriate dress Profuse
 Dry mouth symptoms Running nose, sores sweating
 Dilated/constricted pupils Inappropriate wearing of sunglasses Smells of Alcohol Beverage

Describe behavior: _____

- 5. Behavior:** Normal Erratic Irritable
 Disoriented Angry Confused
 Mood swings Lethargic Lack of
 Inappropriate gaiety coordination

Describe behavior: _____

6. Other observed actions or behavior: (e.g., light sensitivity, excessive headaches, frequent complaints of nausea, job performance, etc.).

Witnessed/Concurred by:

Signature _____ Title _____ Date _____

Signature _____ Title _____ Date _____



Document employee meeting on reverse side and forward one copy to the appropriate manager for permanent record.
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



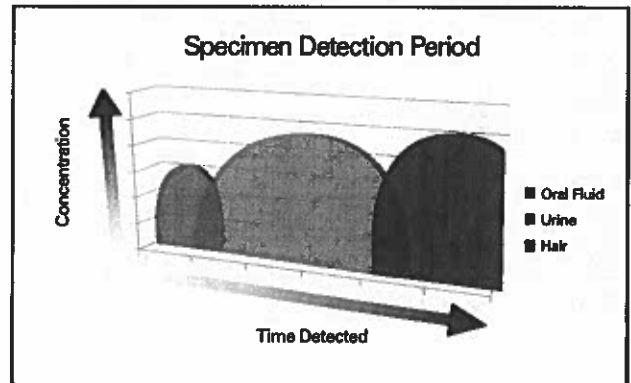
PAML, one of the nation's leading toxicology labs, offers a broad spectrum of testing methodologies for both workplace and forensic testing, including

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
DOT 5 Panel Test for Department of Transportation (HHS/SAMHSA)	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). (See list on reverse)
Drug-Free Workplace Screen	This panel includes the same drugs specified for screening as used in the Federal Government. (See list on reverse)
Employee Drug Screen	This panel is designed for employers concerned about a broader spectrum of drugs in the workplace. (See list on reverse)
Medical Professional	These panels are designed for employers in the medical field and are concerned about drugs found in a medical setting. (See Medical Professional brochure)
Legal Blood Alcohol Testing	A quantitative analysis for ethyl alcohol on a blood sample.
Oral Fluid Testing	This panel is designed for easy collection. It includes: Amphetamines, Opiates, Cannabinoids (THC metabolite), Phencyclidine (PCP), Cocaine metabolite. (See Oral Fluid brochure)
Hair Testing	This panel is designed for an extended detection period of time for drugs tested. (See Hair Testing brochure)
Instant On-Site Tests Point of Care Testing (POCT)	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. (See POCT brochure)
Independent GC / MS Confirmations	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
Amphetamines	500	250
Methamphetamine	500	250
MDA,MDMA, MDEA	500	250
Barbiturates	200	200
Benzodiazepines	200	200/50
Cannabinoids (THC)	100/50/20	15/10
Cocaine metabolite (BZE)	300/150	150/100
Methadone	300	150
Methaqualone	300	300
Opiates : Codeine/Morphine	2000/300	2000/300
Semi-synthetic Opiates	300	300
6-acetyl Morphine	10	10
Phencyclidine (PCP)	25	25
Propoxyphene	300	150
*Delta-9-tetrahydrocannabinol-9-carboxylic acid (THCA)		
Blood Alcohol	.01	

Additional Drug Tests (ng/mL)

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

DOT Drug Test Regulated Cutoff Levels (ng/mL)

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

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, Bennies, Black Beauties, Crosses, Hearts, LA Turnaround, Truck Drivers, Cball, Crank, Crystal, Fire, Glass, Go, Fast, Ice	1-3 days	Stimulant	Dilated pupils, dry mouth, increased heart rate, hyperexcitable, restlessness
Amphetamine Derivatives	MDMA - Methylenedioxy amphetamine, 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, Fiorpap, 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, Niravam, 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, Gasja, 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 Cannabicyclichexanol (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, Trancot	1-5 days	Tranquillizer, muscle relaxer	Drowsiness, nausea, vomiting, diarrhea, headache, difficulty coordinating movements, excitement, weakness
Cocaine	Coke, Flaka, Snow, Crack, Benzoylcegonine, Blow, Bump, C, Candy, Charlie, Rock, Toot	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, Actiq, Duragesic, and Sublimaze. Street names include: Apache, China Girl, China White, Dance 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, Rophias, 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, Ketmex, Ketotal, K, Kt 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	Dolophine, Methadone, Dollies, Meth, Fizzies, Axidone	2-6 days	Synthetic narcotic analgesic	Nausea, vomiting, hallucination, headache, constipation, dry mouth, sweating, chronic fatigue
Methamphetamine	Quaalude, Ludes, Sopor, Parast, Andrex, Quaal, Quay, 714's, Karachi, Spoons	2 weeks	Depressant	Confusion, slurred speech, drowsiness, inattentiveness, fatigue, poor coordination
Nicotine, Cotinine	Tobacco, Cigarettes, Cigar, Sauff, 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, Hydrocodone, Hydromorphone, Oxycodone, Oxymorphone, Syrup, Ralbo, Schoolboy, Captain Cody, Cody, Doors & Fours, Loads, 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 Poke, 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	Rybix ODT, Ryzoit, 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

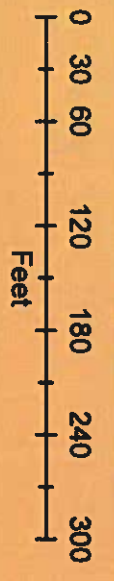
PAML

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





March 13, 2020



EBCAD parcel

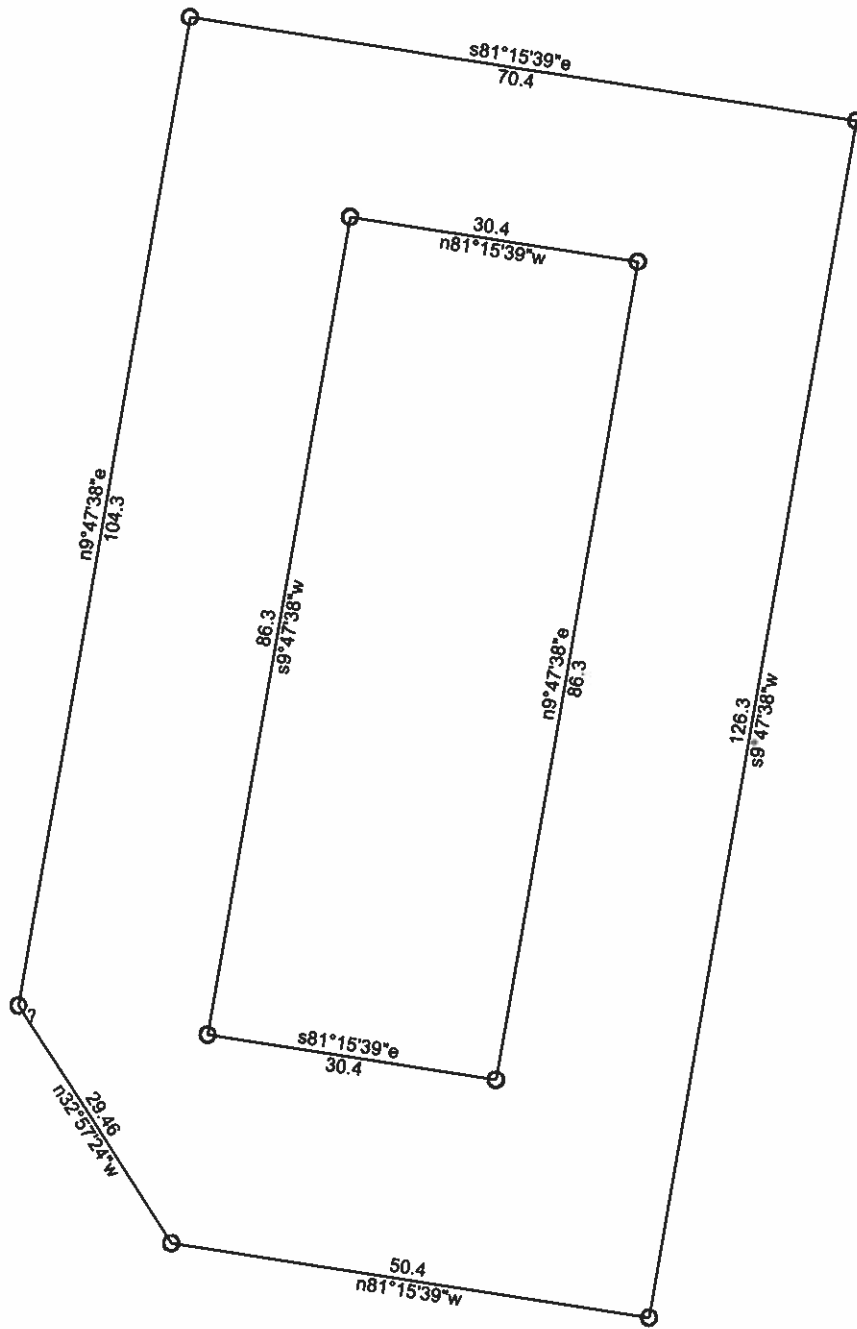
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Legend

- Parcels
- EBCAD for Roger 1.tif
- Value**
- High : 255
- Low : 0
- Roads

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

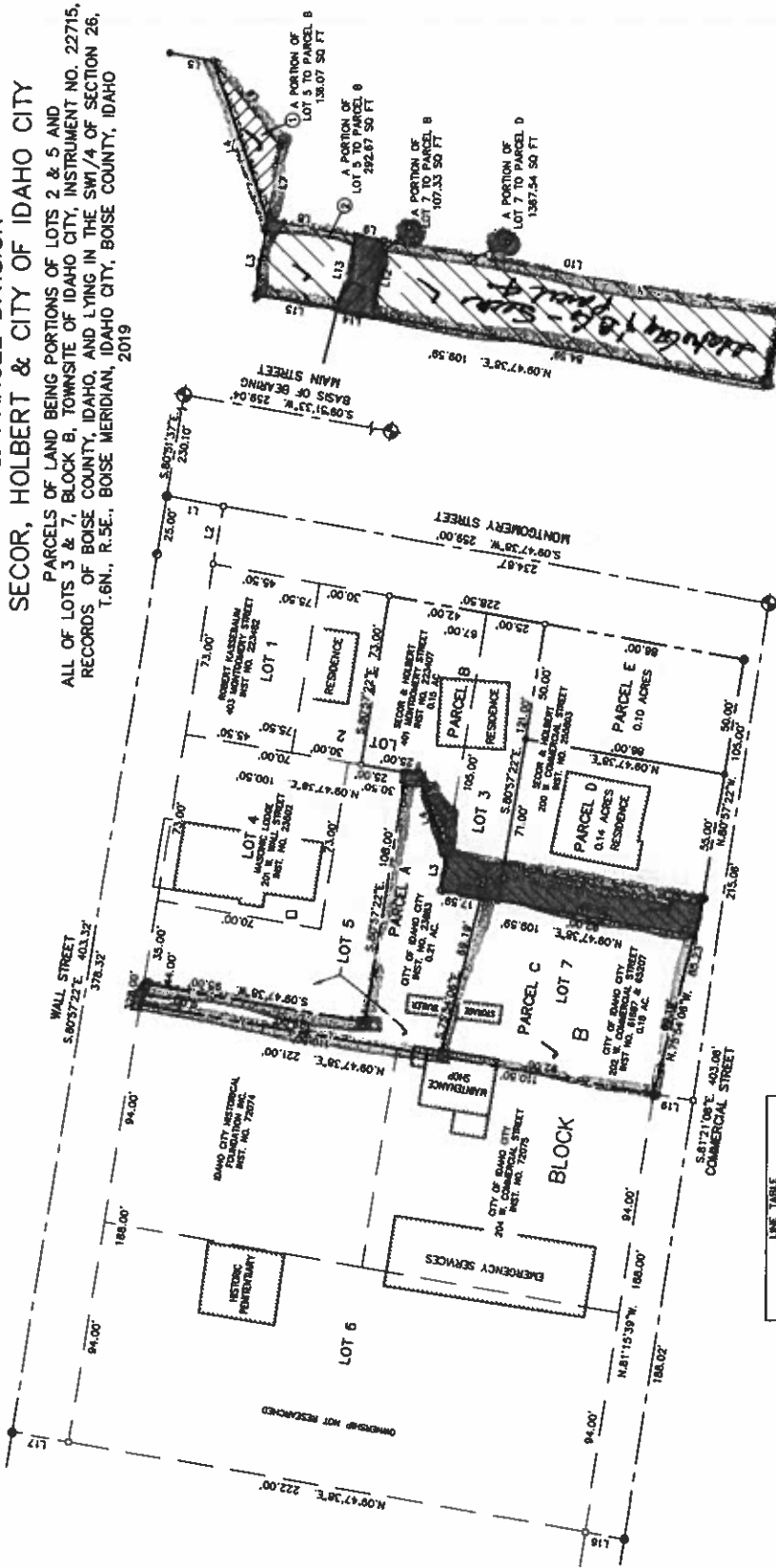
RECORD OF SURVEY BOUNDARY LINE AGREEMENT & PARCEL DIVISION

SECOR, HOLBERT & CITY OF IDAHO CITY
 PARCELS OF LAND BEING PORTIONS OF LOTS 2 & 5 AND
 ALL OF LOTS 3 & 7, BLOCK B, TOWNSHIP OF IDAHO CITY, INSTRUMENT NO. 22715,
 RECORDS OF BOISE COUNTY, IDAHO, AND LYING IN THE SW1/4 OF SECTION 26,
 T.6N., R.5E., BOISE MERIDIAN, IDAHO CITY, BOISE COUNTY, IDAHO
 2019

SS Skinner & Prosser, Co.
Boise, ID.

Sam Skinner

Bennett



Deek Shaws Boise Co. Duneship

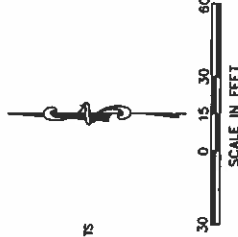


Green Marks

INDEX NO. 651-26-300-000

MARKS LAND SURVEYING LLC
 COLLEEN MARKS, L.S. 7045
 2419 W. STATE STREET STE. 7
 BOISE, IDAHO 83702
 PH: (208) 378-7703

DETAIL A



LEGEND


- PROPERTY LINE
- AGREED PROPERTY LINE
- OTHER PROPERTY LINE
- CENTERLINE
- ◆ FOUND BRASS CAP MONUMENT
- FOUND 5/8" IRON PIN INSIDE REMAINTS OF BRASS CAP MONUMENT
- SET 5/8" IRON PIN W/ PLASTIC CAP MARKED LS 7046
- SET 1/2" IRON PIN W/ PLASTIC CAP MARKED LS 7045
- CALC POINT
- () RECORD DATA

LINE	BEARING	DISTANCE
L1	S.09°47'30"W	24.33'
L2	N.80°17'22"E	25.00'
L3	N.71°33'00"E	38.84'
L4	N.09°47'30"E	5.50'
L5	S.52°42'21"W	23.50'
L6	N.80°57'22"W	18.00'
L7	S.09°47'30"W	18.00'
L8	S.09°47'30"W	8.00'
L9	S.09°47'30"W	88.00'
L10	S.09°47'30"W	18.00'
L11	N.75°52'29"W	18.00'
L12	N.75°52'29"W	18.04'
L13	M.25°52'08"W	18.04'
L14	N.09°47'30"E	7.92'
L15	N.09°47'30"E	17.50'
L16	N.09°47'30"E	17.50'
L17	N.09°47'30"E	24.00'
L18	S.80°57'22"E	25.00'
L19	N.08°38'52"E	17.00'

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:  Acct# 20001
 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: 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
PO 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

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

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
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:  Acct# 20004

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: \$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: 03/20/20



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

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.

RETURN SERVICE REQUESTED

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 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# 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 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

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>

Renewal of Business License

1 message

Cynthia Kneisl [REDACTED]
To: idahocityclerk@gmail.com

Mon, Mar 23, 2020 at 12:52 PM

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>

Council Meeting April 8

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 ^{maybe} 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 or 4cityfolk@gmail.com

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
20001-00	02-01	[REDACTED]	302 ELK CREEK ROAD		
	51 - WATER BASE				
	52 - SEWER			2941.78	2526.48
	51 - WATER LATE FEE				
	52 - SEWER LATE FEE			301.09	89.98
	51 - OVERPAYMENT				
			Subtotal for Account 20001-00	3242.87	2616.44
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			316.59	191.79
	51 - WATER USAGE			8.10	5.40
	52 - SEWER			207.96	138.44
	51 - WATER LATE FEE				
	52 - SEWER LATE FEE			115.35	115.35
	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			16.50	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	02-51	[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				
	52 - SEWER LATE FEE			8.29	
	51 - OVERPAYMENT			3.46	
			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			195.87	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

7day

still NO Response

OK - She's working on it

Pd \$500 on 2-24-2020

~~Pd. All of it on 3-24-20~~

- Pd. \$200 on 3-11-20

- Pd. \$300 on 2-4-20

7day

\$ 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

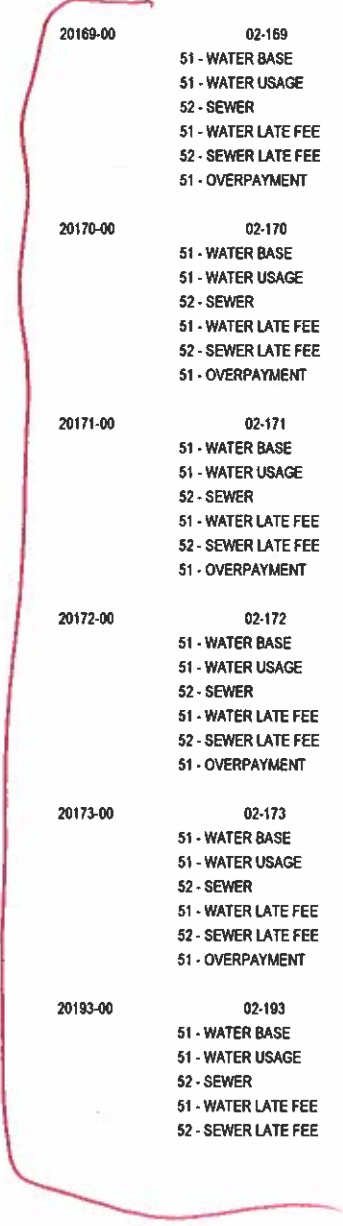
For target date 03/18/2020

13:55:00 - 03/18/2020

Account	Route - Meter	Customer Name	Service Address	Balance	Past Due
	Fund - Service				
20128-00	02-128	[REDACTED]	316 WALULLA STREET W		
	51 - WATER BASE			187.20	124.80
	51 - WATER USAGE			49.29	32.86
	52 - SEWER			104.15	69.54
	51 - WATER LATE FEE			33.20	33.20
	52 - SEWER LATE FEE				
	51 - OVERPAYMENT				
			Subtotal for Account 20128-00 :	373.84	260.40
20163-00	02-163	[REDACTED]	2 SUMMERVOLD		
	51 - WATER BASE			249.60	187.20
	51 - WATER USAGE			23.48	17.61
	51 - WATER LATE FEE			92.47	92.47
			Subtotal for Account 20163-00 :	365.55	297.28
20169-00	02-169	[REDACTED]	3878 HIGHWAY 21		
	51 - WATER BASE			141.08	78.68
	51 - WATER USAGE			3.30	1.65
	52 - SEWER			69.22	34.61
	51 - WATER LATE FEE			1.83	
	52 - SEWER LATE FEE				
	51 - OVERPAYMENT				
			Subtotal for Account 20169-00 :	215.23	114.94
20170-00	02-170	[REDACTED]	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	[REDACTED]	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 :	212.36	113.39
20172-00	02-172	[REDACTED]	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			3.46	
	52 - SEWER LATE FEE				
	51 - OVERPAYMENT				
			Subtotal for Account 20172-00 :	438.03	234.67
20173-00	02-173	[REDACTED]	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	[REDACTED]	3865 HIGHWAY 21		
	51 - WATER BASE			842.40	561.60
	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

Pd. \$100 on 2-24-20

Pd. \$100 on 3-9-20



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
20193-01	00-NONE	[REDACTED]	3865 HIGHWAY 21		
	51 - WATER BASE			1661.30	1661.30
	52 - SEWER			2266.43	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	[REDACTED]	3867 HIGHWAY 21		
	51 - WATER BASE			280.80	187.20
	51 - WATER USAGE			194.84	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	[REDACTED]	3867 HIGHWAY 21		
	51 - WATER BASE				
	52 - SEWER				
	51 - WATER LATE FEE			486.61	486.61
	52 - SEWER LATE FEE			411.31	411.31
			Subtotal for Account 20194-01	897.92	897.92
20196-00	02-196	[REDACTED]	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	[REDACTED]	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	[REDACTED]	111 GOLD ROAD		
	51 - WATER BASE			998.40	748.80
	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	[REDACTED]	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	[REDACTED]	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	[REDACTED]	117 PROSPECTOR LANE		
	51 - WATER BASE			226.01	163.61
	51 - WATER USAGE			68.36	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	487.91	333.35
20228-00	02-228	[REDACTED]	114 PROSPECTOR LANE		
	51 - WATER BASE			124.80	62.40
	51 - WATER USAGE			14.58	7.29
	52 - SEWER			73.52	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 New \$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
PAST DUE 60 OR MORE DAYS For target date 03/18/2020

CITY OF IDAHO CITY
13:55:00 - 03/18/2020

9 day

Pd. \$200
or signed pay agreement

Pd. \$100 on 2-2020

7 day

STILL
No response

Nancy talked to, will be sending letter

Account	Route - Meter	Customer Name	Service Address	Balance	Past Due
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	35.82
	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			186.86	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 :	325.42	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	408.87
			Subtotal for Account 30004-00 :	946.96	817.74
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
Cities:							
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
Schools:							
# 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
Ambulance:							
East Boise Ambulance	482,971,029	808,870	113,388,476	0	7,668,755	491,448,654	604,837,130
Cemetery:							
Pioneer Cemetery	152,815,265	138,399	34,542,028	0	14,025,494	166,979,158	201,521,186
Fire:							
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				2019			
	Ag Equip \$	PP	HE	Total	Ag Equip \$	PP	HE	Total	Ag Equip \$	PP	HE	Total
11/21/2019												
Boise County	2,528	49,641	-	-	2,528	49,641	3,331	-	2,528	49,641	-	-
County Road & Bridge												
Total County Budget Information:	2,528	49,641	-	52,169	2,528	49,641	3,331	55,500	2,528	49,641	-	52,169
Cities:												
Crouch	-	-	-	-	-	-	-	-	-	-	-	-
Horseshoe Bend	-	5,368	-	5,368	-	5,368	-	5,368	-	5,368	-	5,368
Idaho City	3	4,662	-	4,665	3	4,662	1,187	5,852	3	4,662	-	4,665
Placerville	-	51	-	51	-	51	-	51	-	51	-	51
Schools:												
Boise Independent #1	4,279	331,805	-	336,084	4,279	331,805	-	336,084	4,279	331,805	8,562	344,646
Garden Valley #71	-	13,276	-	13,276	-	13,276	1,281	14,557	-	13,276	-	13,276
Basin School #72	149	1,508	-	1,657	149	1,508	265	1,922	149	1,508	-	1,657
Horseshoe Bend #73	701	14,392	-	15,093	701	14,392	-	15,093	701	14,392	-	15,093
Emmett #221	21,763	37,802	-	59,565	21,763	37,802	-	59,565	21,763	37,802	-	59,565
Ambulance:												
East Boise County	33	934	-	967	33	934	78	1,045	33	934	-	967
Cemetery:												
Pioneer Cemetery	24	300	-	324	24	300	-	324	24	300	-	324
Fire:												
Eagle Fire	1,325	23,215	-	24,540	1,325	23,215	-	24,540	1,325	23,215	115	24,655
Garden Valley Fire	-	2,379	-	2,379	-	2,379	-	2,379	-	2,379	-	2,379
Horseshoe Bend Fire	96	1,086	-	1,182	96	1,086	-	1,182	96	1,086	-	1,182
Idaho City Fire (1st levy 2017)	0	-	-	-	0	-	-	-	0	-	-	-
Placerville Fire	-	27	-	27	-	27	-	27	-	27	-	27
Wilderness Ranch Fire	-	105	-	105	-	105	-	105	-	105	-	105
Hospital:												
Garden Valley Hospital	28	1,318	-	1,346	28	1,318	129	1,475	28	1,318	-	1,346
Horseshoe Bend Hospital	175	1,182	-	1,357	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	61	3,277	-	3,338
Garden Valley Library	29	2,234	-	2,263	29	2,234	231	2,494	29	2,234	-	2,263
Horseshoe Bend Library	204	961	-	1,165	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 EXPENSES	REVENUE	AMOUNT BUGETED	PERCENTAGE OF APPROPRIATIONS
GENERAL GOVERNMENT				
Administrative	\$ 42,037.99	\$ 103,576.00	\$ 113,818.00	36.93%
Law Enforcement	\$ 60,611.75	\$ 453.98	\$ 116,529.00	52.01%
Total Government	\$ 102,649.74	\$ 104,029.98	\$ 230,347.00	44.56%
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%
BUDGET TOTAL	\$ 583,987.09	\$ 353,256.83	\$1,170,856.00	49.88%

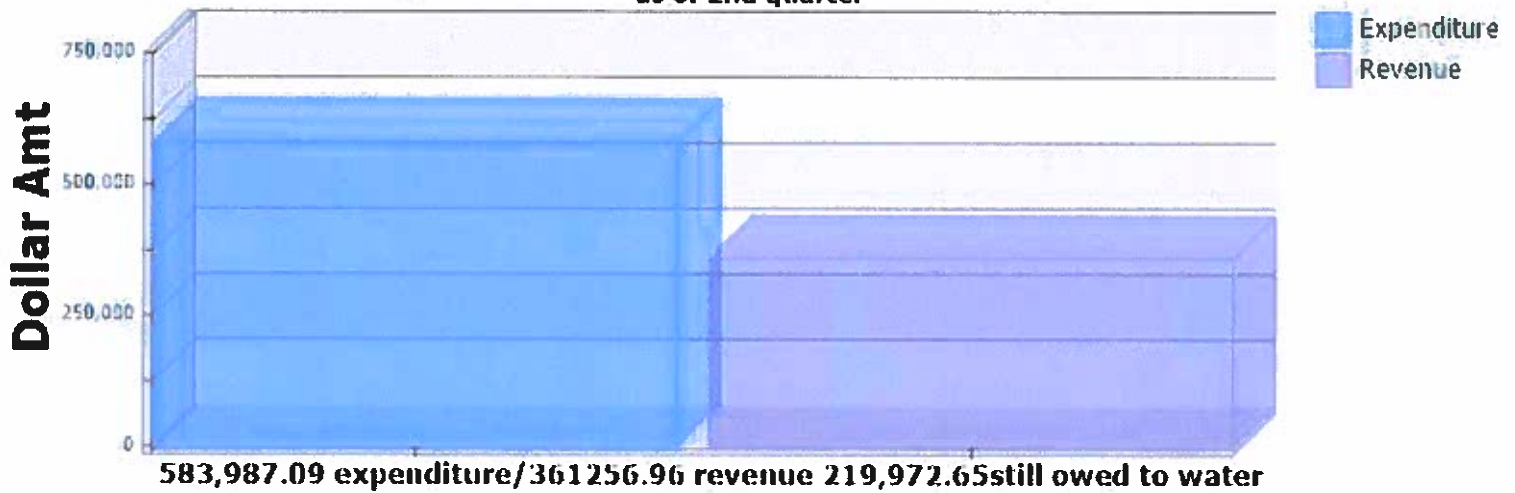
Citizens are invited to inspect the detailed supporting records of the above financial statement.

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			498.69	1,000.00	977.66
210	FICA and Medicare	966.69	300.70			1,267.39	1,917.00	1,139.95
220	Health & Life Insurance	470.48	1,407.61			1,878.09	2,200.00	-174.30
240	Retirement		399.29			399.29	2,992.00	2,122.23
260	Worker's Compensation	415.44	1,000.00			1,415.44	1,399.00	399.00
305	Office Supplies		722.29			722.29	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 Maintenan	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/		250.00			250.00	7,370.00	7,370.00
910	Ordinance Codification						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
	Total Account	18,678.56	23,359.43			42,037.99	113,818.00	71,780.01
42100	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

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
	Total Account	36,330.48	24,281.27			60,611.75	116,529.00	55,917.25
	Total Expenses	55,009.04	47,640.70	0.00	0.00	102,649.74	230,347.00	127,697.26
	Net Income from Operation	-17,305.05	15,934.73			-1,370.32		
	Other Revenue							
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
	Total Other Revenue	1,116.87	1,633.82	0.00	0.00	2,750.69	16,825.00	-14,074.31
	Net Income	-16,188.18	17,568.55			1,380.37		

20 STREET FUND

Account Object	Description	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Current YTD	Budget	Variance
Revenue								
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
	Total Revenue	11,646.15	27,070.61	0.00	0.00	38,716.76	56,209.00	-17,492.24
Expenses								
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		
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
	Total Account	14,534.82	12,611.23	0.00	0.00	27,146.05	56,209.00	29,062.95
	Total Expenses	14,534.82	12,611.23	0.00	0.00	27,146.05	56,209.00	29,062.95

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	IGIP 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	82.68	150.00			150.00	2,000.00	1,850.00
470	Training	425.27	310.00			392.68	1,378.00	985.32
480	Fuel & Oil	535.72	1,844.78			2,270.00	4,750.00	2,479.95
490	Telephone & Fax		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			2,400.00	4,800.00	2,400.00
580	Engineers Fees	2,077.45	10,100.70			12,178.15	10,000.00	-2,178.15
610	Supplies	175.46				175.46	1,000.00	824.54
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
741	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
	Total Account	77,255.08	89,556.84			166,811.92	310,542.00	143,730.08
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
	Total Account	219,972.65				219,972.65	10,000.00	-209,972.65
	Total Expenses	297,227.73	89,556.84	0.00	0.00	386,784.57	320,542.00	-66,242.57
	Net Income from Operation	-228,006.95	-20,274.33			-248,281.28		
	Net Income	-228,006.95	-20,274.33	0.00	0.00	-248,281.28		

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								
43500 Sewer								
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 Maintenan	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
	Total Account	33,584.01	33,822.72			67,406.73	183,853.00	116,446.27
	Total Expenses	33,584.01	33,822.72	0.00	0.00	67,406.73	183,853.00	116,446.27
	Net Income from Operation	6,422.57	6,177.50			12,600.07		
	Net Income	6,422.57	6,177.50	0.00	0.00	12,600.07		