CITY OF IDAHO CITY

REGULAR CITY COUNCIL MEETING
Wednesday, April 27, 2022
6:00 P.M
City Hall, 511 Main Street, Idaho City, ID 83631

Join Zoom Meeting
https://us02web.zoom.us/j/4192717240
Meeting ID: 419 271 7240

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: April 13, 2022, ***ACTION ITEM***
B. IDAHO CITY EVENT CHECKLIST: ***ACTION ITEM***
   1. IDAHO CITY HISTORICAL FOUNDATION – BETH WILSON – YARD SALE OF HISTORIC PROPORTIONS CHECKLIST
   2. IDAHO CITY HISTORICAL FOUNDATION – BETH WILSON – 4TH OF JULY IN THE PARK CHECKLIST
C. BILLS/PAYABLES: April 14, 2022, THROUGH APRIL 27, 2022, ***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. ***ACTION ITEM***

III. ENGINEER'S REPORT

1. DEQ REUSE PERMIT FORMS – ALLOW MAYOR'S SIGNATURE ***ACTION ITEM***

IV. OLD BUSINESS

V. NEW BUSINESS

1. CITY PAID LIFE INSURANCE PROPOSAL – TROY GIFFORD – COLONIAL LIFE ***ACTION ITEM***
2. MICRO TECHNOLOGY SYSTEMS, INC. TECHCARE SERVICES AGREEMENT RENEWAL ***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. ***ACTION ITEM***

1. RESOLUTION NO. 2022-02 FINANCIAL CONTROLS POLICY
2. ORDINANCE NO 368 ZONING CORRECTION AND MAP AMENDMENT FOR MORES CREEK CROSSING SUBDIVION

VII. COMMITTEE REPORTS

A. PARKS & RECREATION COMMISSION
B. HISTORIC PRESERVATION COMMISSION
C. PLANNING & ZONING COMMISSION
D. IDAHO CITY CHAMBER OF COMMERCE

VIII. 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. ***ACTION ITEM***

IX. EMPLOYEE UPDATES

A. PUBLIC WORKS
B. LAW ENFORCEMENT
C. CLERK/TREASURER'S OFFICE
    1. SET BUDGET HEARING DATE ***ACTION ITEM***
    2. QUARTERLY FINANCIAL REPORT
    3. WATER AND SEWER UPDATES
D. CITY ATTORNEY

X. COUNCIL UPDATES

XI. MAYOR UPDATES

XII. 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. 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 Director:**	**City Clerk-Treasurer:**	511 Main Street
Ken Everhart	Mark Otter	Tami Claus	Nancy L Ptak	PO Box 130
Council members:	**City officers:**	**Public Works:**	**Deputy Clerk:**	Idaho City, ID 83631
Tom Secor Jr	Mathew Archuleta	Gene Bettys	Sue Robinson	(208)392-4584
David Martin	Ericca Robbins	Dominick Nalley	**Office Clerk**	4cityfolk@gmail.com
Ashley M Elliott		**Janitorial:**	Laura Carignan	idahocityclerk@gmail.com
Mari Adams		Dale Rutter		idahocitypublicworks@gmail.com

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Meeting ID: 812 0576 9906
Passcode: 194521

MINUTES

CALL MEETING TO ORDER: Mayor Everhart called the meeting to order at 6:00 pm.
ROLL CALL: Martin and Adams present. Elliott present via Zoom. Secor absent.
PLEDGE OF ALLEGIANCE: Mayor Everhart led the pledge of allegiance.

I. CONSENT AGENDA

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A. APPROVAL OF MINUTES: March 29, 2022, ***ACTION ITEM***

Martin made a motion to approve the minutes dated March 29, 2022, seconded by Adams, 3 ayes.

B. IDAHO CITY EVENT CHECKLIST ***ACTION ITEM***

1. 2022 IDAHO CITY 100 MOTORCYCLE ENDURO – BOISE RIDGE RIDERS – PETER REYNOLDS

June 3-5, 2022. The course is between Idaho City and Centerville. In addition, there will be a mini-bike event for youth. No big changes from previous years. The event is sold out at 300 participants. Proof of insurance has been submitted. Martin made a motion to approve the event checklist for the 2022 Idaho City 100 Motorcycle Enduro - Boise Ridge Riders, June 3-5, 2022, seconded by Adams, 3 ayes.

C. BILLS/PAYABLES: MARCH 30, 2022, THROUGH APRIL 13, 2022, ***ACTION ITEM***

Martin made a motion to pay the bills dated March 30, 2022, through April 13, 2022, in the amount of $18,450.38, seconded by Adams, 3 ayes.

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. ***ACTION ITEM***

III. ENGINEER'S REPORT

1. CONSIDER ENGAGING A WATER RIGHTS ATTORNEY ***ACTION ITEM***

Dylan Lawrence from Varin Thomas Attorneys at Law appears to be very well qualified to assist with the acquisition of water rights for the city. Martin made a motion to accept the engagement letter with Varin Thomas Attorneys at Law to assist with the acquisition of water rights and allow the mayor to sign the engagement letter, seconded by Adams, 3 ayes.

2. TASK ORDER FOR MOUNTAIN WATERWORKS TO WORK WITH THE ATTORNEY AND DEVELOP A WATER RIGHT STRATEGIC PLAN ***ACTION ITEM***

Put on hold until further information from Mountain Waterworks.

IV. OLD BUSINESS

V. NEW BUSINESS

1. KAY JACKSON-LETTER OF INTENT FOR 3 YEAR TERM-IDAHO CITY HISTORIC COMMISSION ***ACTION ITEM***

Martin made a motion to accept the letter of intent for Kay Jackson for a 3-year term on the Idaho City Historic Commission, seconded by Adams, 3 ayes.

2. SNOW PLOWING ON WALULLA STREET – EUGENE MEYER ***ACTION ITEM***

When plowing, snow will be placed in a different area so as to not damage property on Walulla Street.

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. *ACTION ITEM*

1. RESOLUTION NO. 2022-02 FINANCIAL CONTROLS POLICY

The Financial Controls Policy document is still being examined by the mayor, council, city attorney, and auditors.

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. *ACTION ITEM*

VIII. EMPLOYEE UPDATES

A. PUBLIC WORKS

Potholes will be filled starting next week. Sections of Montgomery will be closed in order to accommodate. There will be a person cleaning the Community Hall and other areas of the city at night in order to complete their 100 hours of community service. The original antique lights will be reinstalled in City Hall.

B. LAW ENFORCEMENT

Chief Otter will be doing extra patrols Thursday – Sunday nights for the next several weeks. The graphics for the law enforcement car will be applied next week. Several grants have been applied for to cover the cost of extra law enforcement personnel. Brent Watson is the new parttime officer. A POST approved State Reserve training will be conducted in Idaho City.

C. CLERK/TREASURER'S OFFICE

The mayor and council are now eligible to be added to Life insurance. Quotes will be reviewed at the next meeting.
A budget hearing date will be set at the next meeting.
The email migration to a new domain is in process.
Work for installing the generator for city hall should begin next week.

1. WATER AND SEWER UPDATES

Everyone behind on their bill has been served a 7-day shut off notice or has made a payment toward their outstanding bill.

2. MARCH BUDGET REPORT

March Budget Report was presented by Clerk Ptak. The 2nd Quarter Budget report will be presented at the next meeting and published on the website.

3. QUARTERLY LIQUOR PROFIT DISTRIBUTION

Some of the funds are now being shared with the courts. The city is seeing less money through 2023.

D. CITY ATTORNEY

City Attorney Callahan will be working with the Clerk Ptak on addressing severely delinquent accounts. Filming permits within city limits are being worked on.

IX. COUNCIL UPDATES

Warm species fish were put in the pond last year that should still exist..

X. MAYOR UPDATES

None at this time.

XI. CITIZEN COMMENTS

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Sabrina from Legacy Park Trust would like permission to run grants through the city that need to be applied for through a government entity. She will contact Chamber of Commerce for help.

ADJOURNMENT: 6:42 pm

ATTEST:

Date approved:

Nancy L Ptak, City Clerk-Treasurer

Ken Everhart, Mayor

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Mari Adams		Dale Rutter		idahocitypublicworks@gmail.com

City of Idaho City

IDAHO CITY EVENT CHECKLIST

EVENT SPONSOR: Idaho City Historical Foundation (ICHF)
DATE(S): May 28 & 29, 2022
EVENT NAME: Yard Sale of Historic Proportions
PERSON IN CHARGE: Beth Wilson
ADDRESS: PO Box 358 501 Montgomery, Idaho City, ID 83631
PHONE: Daytime [redacted] Evenings Same

1. PARK POLICY
THE EVENT SPONSOR HAS READ THE IDAHO CITY PARK POLICY AND AGREES TO COMPLY AND TO SEE THAT EVENT PARTICIPANTS COMPLY WITH THE BEST OF THEIR ABILITIES.
INITIAL HERE BW NA as event located in Brogan Park

2. EVENT DESCRIPTION
BRIEFLY DESCRIBE WHAT YOUR EVENT ENCOMPASSES:
ICHF, along with any organization/individuals wishing to participate will have a yardsale = many yardsales in one place. ICHF will sell beer. The Community Club will sell food. There will be live music. The ICHF will also sell plants.

3. SITE PLAN
ATTACH A SITE PLAN SHOWING THE EXACT LOCATION OF ALL THE DIFFERENT FUNCTIONS OR YOUR EVENT (I.E. SHOW PERFORMANCE SPACES; VENDOR AREAS; EMERGENCY SERVICES; TRASH RECEPTACLES; PORTA POTTIES; PROPOSED PARKING USES, ETC.)

4. EVENT HOURS
WHAT ARE THE DAILY HOURS OF OPERATION FOR YOUR EVENT?
10 am to 4 pm each day.

5. GENERATORS OR AMPLIFIED SOUND SYSTEMS
ARE YOU PROPOSING TO USE ELECTRICAL GENERATORS OR AMPLIFIED SOUND SYSTEMS?
X YES ☐ NO
IF SO, PLEASE SHOW THEIR LOCATIONS ON YOUR SITE PLAN AND DESCRIBE IN THE SPACE PROVIDED BELOW WHAT THEY WILL BE USED FOR AND WHAT PRECAUTIONS YOU ARE TAKING TO SEE THAT THEY ARE USED PROPERLY AND SAFELY.
We will have live music interspersed with CDs through a sound system.

6. ***DESCRIBE BELOW YOUR PLANS FOR TRASH DISPOSAL. WHAT ARE YOUR PLANS FOR TRASH COLLECTION AND CONTAINMENT, RECEPTACLE LOCATIONS AND AFTER-EVENT CLEANUP?

We will have trashcans around the park. We also have a trash bin located behind the museum where all the trash will go and it will be picked up the following Wednesday

***ITEMS 7, 8 AND 9 MUST BE PREAPPROVED BY THE CITY CHIEF OF POLICE AND INITIALED PRIOR TO SUBMITTAL TO THE CITY CLERK FOR COUNCIL REVIEW. ***

A FEE FOR COUNCIL APPROVED EVENTS WILL BE SET AT $25.00 AN HOUR PER OFFICER TO COVER ADDITIONAL COVERAGE OF LAW ENFORCEMENT IF DEEMED NECESSARY. THE NUMBER OF HOURS FOR EVENTS WILL BE DETERMINED BY THE IDAHO CITY CHIEF OF POLICE.

7. ***DESCRIBE BELOW YOUR SECURITY PLAN AND YOUR EMERGENCY SERVICES PLAN FOR THE EVENT:

We feel this is a low impact event with normal Memorial Day foot traffic.

CITY CHIEF OF POLICE INITIAL HERE MDO

8. ***DESCRIBE BELOW YOUR TRAFFIC CONTROL/PARKING PLAN:

No roads will be closed. We will have signs showing the location of Community Hall parking lot. We anticipate that people will also be parked around town and will be visiting as a part of regular walking tourists in town.

CITY CHIEF OF POLICE INITIAL HERE MDO

9. ***CONSUMPTION OR POSSESSION OF ALCOHOL

WILL ALCOHOL BE CONSUMED OR POSSESSED AT THE EVENT? ☒ YES ☐ NO

IF SO, IF MORE THAN A KEG OR THREE (3) CASES ARE POSSESSED BUT NOT OFFERED FOR SALE, A PERMIT MUST BE SECURED FROM THE CITY.

WILL THE ALCOHOL BE OFFERED FOR SALE? ☒ YES ☐ NO

IF YES, PROPER PERMITS MUST BE SECURED FROM THE STATE OF IDAHO AND THE CITY OF IDAHO CITY AND A DESIGNATED AREA FOR SALE AND CONSUMPTION IS REQUIRED. SHOW THE LOCATION OF THIS DESIGNATED AREA ON YOUR SITE PLAN.

CITY CHIEF OF POLICE INITIAL HERE MDO

10. PROOF OF INSURANCE
ATTACH A COPY OF THE FORM SHOWING THE CITY OF IDAHO CITY AS CO-INSURED IN THE AMOUNT OF $1,000,000. Sent by email to City Clerk

11. VENDOR PERMITS
THE EVENT SPONSOR IS AWARE THAT ANY VENDOR WITHIN THEIR EVENT MUST HAVE A VENDOR'S PERMIT FROM THE CITY PRIOR TO CONDUCTING BUSINESS AND TAKES FULL RESPONSIBILITY HEREIN TO SEE THAT COMPLIANCE IS MET.
INITIAL HERE DW We believe any yard sales fall within the vendors permit exemption. We are informing any retail vendors to secure proper permits.

12. FOOD CONCESSIONS
WILL YOU OR ANY OF YOUR VENDORS BE SERVING, SELLING, OR GIVING AWAY FOOD? ☐
X YES ☐ NO Community Club will be selling food ? will have proper permits

IF SO, THE PROPER PERMITS FROM THE CENTRAL DISTRICT HEALTH DEPARTMENT MUST BE SECURED.

PARKS AND RECREATION FEE SCHEDULE
WHEREAS, THE CITY COUNCIL WISHES TO SET USE FEES FOR CITY RECREATION FACILITIES AS FOLLOWS:

1. COMMERCIAL OR DEDICATED USE OF ANY CITY RECREATIONAL FACILITIES SHALL BE 5% OF GROSS PROCEEDS OR A MINIMUM CHARGE OF $75.00 PER DAY PLUS 6% USE TAX.

THE FOLLOWING SECURITY DEPOSIT IS REQUIRED, REFUNDABLE IF RENTAL REQUIREMENTS ARE COMPLETED:

50 TO 99 PEOPLE $50.00, 100 TO 249 PEOPLE $100.00, 250 PEOPLE OR MORE $300.00

EXCEPTIONS MAY BE SET BY THE CITY COUNCIL BASED ON RECOMMENDATION FROM THE IDAHO CITY PARKS AND RECREATION COMMISSION.

VEDORS FEES

1. VENDORS LICENSE DAILY FEE $15.75.
2. VENDORS LICENSE DAILY FEES (NONPROFIT ORG.) $7.35.
3. VENDORS LICENSE YEARLY FEE (NON-REFUNDABLE) $52.50.
4. CARNIVAL OR PUBLIC ENTERTAINMENT WITH LESS THAN 10 CONCESSIONS, RIDES, OR SIDESHOWS, DAILY FEE $210.00.
5. CARNIVAL OR PUBLIC ENTERTAINMENT WITH MORE THAN 10 CONCESSIONS, RIDES, OR SIDESHOWS, DAILY FEE SHALL BE $21.00 PER CONCESSION, RIDE OR SIDESHOW.

AN ADDITIONAL EVENT LICENSE FEE MAY BE REQUIRED FOR CARNIVALS, PUBLIC ENTERTAINMENT, OR SPONSORED EVENTS IN AN AMOUNT APPROVED BY THE CITY COUNCIL AS MEETING THE CITY'S EXPENSES RELATED TO THE ACTIVITY, INCLUDING BUT NOT LIMITED TO THE PROVISION OF PUBLIC WORKS AND POLICE.

A PERMITTEE FOR A CARNIVAL, PUBLIC ENTERTAINMENT, OR SPONSORED EVENT SHALL ESTABLISH FINANCIAL RESPONSIBILITY IN THE FORM OF AN INSURANCE POLICY ISSUED JOINTLY TO THE OWNER AND THE CITY OF IDAHO CITY IN THE MINIMUM AMOUNT OF ONE MILLION DOLLARS, SINGLE LIMIT.

COMMUNITY HALL RENTAL FEES

WHEREAS, THE CITY COUNCIL WISHES TO SET USE FEES FOR THE COMMUNITY HALL AS FOLLOWS:

1. NON-PROFIT GROUPS $42.00 PER DAY PLUS ($2.52) 6% USE TAX
2. PRIVATE GROUPS AND GOVERNMENT AGENCIES $84.00 FOR 5 OR FEWER HOURS PLUS ($5.04) 6% USE TAX
3. PRIVATE GROUPS AND GOVERNMENT AGENCIES $157.50 FOR MORE THAN 5 HOURS PLUS ($9.45) 6% USE TAX

A $50.00 DEPOSIT REQUIRED; REFUNDABLE IF RENTAL AGREEMENT REQUIREMENTS ARE COMPLETED.

THE COUNCIL CAN WAIVE A PORTION OF THE FEE OR SET A MONTHLY USE FEE FOR GROUPS DESIRING TO USE THE HALL ON A SET SCHEDULE FOR A CLASS OR MULTI-DAY EVENT.

OFFICE USE ONLY:

ALL ATTACHMENTS AND/OR PERMITS AND FEES RECEIVED:

SITE PLAN _____

PROOF OF INSURANCE _____

ALCOHOL/CATERING PERMITS _____

VENDOR'S PERMITS _____

DATE EVENT CHECKLIST RECEIVED AND FOUND TO BE COMPLETE: _____

APPROVED: _____ DENIED: _____

AFTER EVENT COMMENTS:

WAS THE SITE CLEANED UP PROPERLY IN A TIMELY FASHION? ☐ YES ☐ NO

COMMENTS_____

DID THE EVENT SPONSOR MEET ALL OF THEIR OBLIGATIONS AND RESPONSIBILITIES? ☐ YES ☐ NO

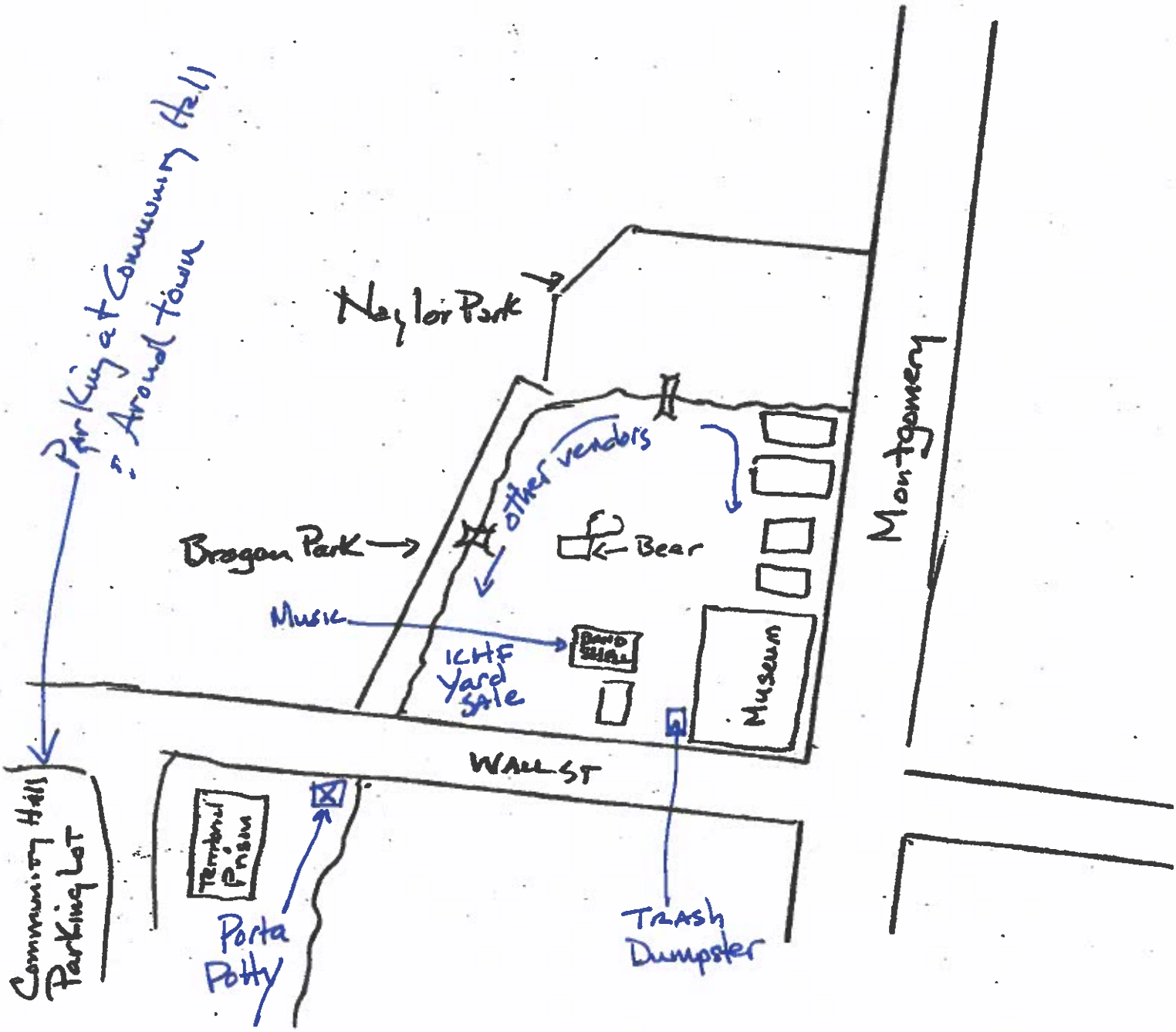
COMMENTS_____

SHOULD THIS PARTY BE ALLOWED TO USE CITY PROPERTY AGAIN? ☐ YES ☐ NO

COMMENTS_____

SIGNED: _____

Idaho City Historical Foundation.
Yard Sale of Historic Proportions
May 28 & 29, 2022
Location: Brogan Park, corner of Wall & Montgomery



City of Idaho City

IDAHO CITY EVENT CHECKLIST

EVENT SPONSOR: Idaho City Historical Foundation (ICHF)
DATE(S): July 4th, 2022
EVENT NAME: 4th of July in the Park
PERSON IN CHARGE: Beth Wilson
ADDRESS: 501 Montgomery Idaho City ID 83631
PHONE: Daytime [redacted] Evenings Same

1. PARK POLICY
THE EVENT SPONSOR HAS READ THE IDAHO CITY PARK POLICY AND AGREES TO COMPLY AND TO SEE THAT EVENT PARTICIPANTS COMPLY WITH THE BEST OF THEIR ABILITIES.
INITIAL HERE NA

2. EVENT DESCRIPTION
BRIEFLY DESCRIBE WHAT YOUR EVENT ENCOMPASSES:
Reading of Declaration of Independence by member of audience, hotdogs & beer for sale, live music, nonprofits can have booths and are invited to participate

3. SITE PLAN
ATTACH A SITE PLAN SHOWING THE EXACT LOCATION OF ALL THE DIFFERENT FUNCTIONS OR YOUR EVENT (I.E. SHOW PERFORMANCE SPACES; VENDOR AREAS; EMERGENCY SERVICES; TRASH RECEPTACLES; PORTA POTTIES; PROPOSED PARKING USES, ETC.)

4. EVENT HOURS
WHAT ARE THE DAILY HOURS OF OPERATION FOR YOUR EVENT?
Events start after the parade and usually wrap up around 4 pm.

5. GENERATORS OR AMPLIFIED SOUND SYSTEMS
ARE YOU PROPOSING TO USE ELECTRICAL GENERATORS OR AMPLIFIED SOUND SYSTEMS?
☒ YES ☐ NO
IF SO, PLEASE SHOW THEIR LOCATIONS ON YOUR SITE PLAN AND DESCRIBE IN THE SPACE PROVIDED BELOW WHAT THEY WILL BE USED FOR AND WHAT PRECAUTIONS YOU ARE TAKING TO SEE THAT THEY ARE USED PROPERLY AND SAFELY.
Live music on the band shell in the park using electricity

6. ***DESCRIBE BELOW YOUR PLANS FOR TRASH DISPOSAL. WHAT ARE YOUR PLANS FOR TRASH COLLECTION AND CONTAINMENT, RECEPTACLE LOCATIONS AND AFTER-EVENT CLEANUP?

Trash cans throughout the park. All trash will be placed in a dumpster that is located behind the museum and is emptied every Wednesday.

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A FEE FOR COUNCIL APPROVED EVENTS WILL BE SET AT $25.00 AN HOUR PER OFFICER TO COVER ADDITIONAL COVERAGE OF LAW ENFORCEMENT IF DEEMED NECESSARY.
THE NUMBER OF HOURS FOR EVENTS WILL BE DETERMINED BY THE IDAHO CITY CHIEF OF POLICE.

7. ***DESCRIBE BELOW YOUR SECURITY PLAN AND YOUR EMERGENCY SERVICES PLAN FOR THE EVENT:

This will be a low impact event & will rely on local police & ambulance should there be a need.

CITY CHIEF OF POLICE INITIAL HERE MPD

8. ***DESCRIBE BELOW YOUR TRAFFIC CONTROL/PARKING PLAN:

No roads will be closed & the event will be contained within the Brogan & Naylor Parks

CITY CHIEF OF POLICE INITIAL HERE MPD

9. ***CONSUMPTION OR POSSESSION OF ALCOHOL

WILL ALCOHOL BE CONSUMED OR POSSESSED AT THE EVENT? ☒ YES ☐ NO

IF SO, IF MORE THAN A KEG OR THREE (3) CASES ARE POSSESSED BUT NOT OFFERED FOR SALE, A PERMIT MUST BE SECURED FROM THE CITY.

WILL THE ALCOHOL BE OFFERED FOR SALE? ☒ YES ☐ NO

IF YES, PROPER PERMITS MUST BE SECURED FROM THE STATE OF IDAHO AND THE CITY OF IDAHO CITY AND A DESIGNATED AREA FOR SALE AND CONSUMPTION IS REQUIRED. SHOW THE LOCATION OF THIS DESIGNATED AREA ON YOUR SITE PLAN.

CITY CHIEF OF POLICE INITIAL HERE MPD

10. PROOF OF INSURANCE
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11. VENDOR PERMITS
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INITIAL HERE _____

12. FOOD CONCESSIONS
WILL YOU OR ANY OF YOUR VENDORS BE SERVING, SELLING, OR GIVING AWAY FOOD? ☐
X YES ☐ NO

IF SO, THE PROPER PERMITS FROM THE CENTRAL DISTRICT HEALTH DEPARTMENT MUST BE SECURED.

PARKS AND RECREATION FEE SCHEDULE
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A $50.00 DEPOSIT REQUIRED; REFUNDABLE IF RENTAL AGREEMENT REQUIREMENTS ARE COMPLETED.

THE COUNCIL CAN WAIVE A PORTION OF THE FEE OR SET A MONTHLY USE FEE FOR GROUPS DESIRING TO USE THE HALL ON A SET SCHEDULE FOR A CLASS OR MULTI-DAY EVENT.

OFFICE USE ONLY:
ALL ATTACHMENTS AND/OR PERMITS AND FEES RECEIVED:
SITE PLAN _____
PROOF OF INSURANCE _____
ALCOHOL/CATERING PERMITS _____
VENDOR'S PERMITS _____

DATE EVENT CHECKLIST RECEIVED AND FOUND TO BE COMPLETE: _____

APPROVED: _____ DENIED: _____

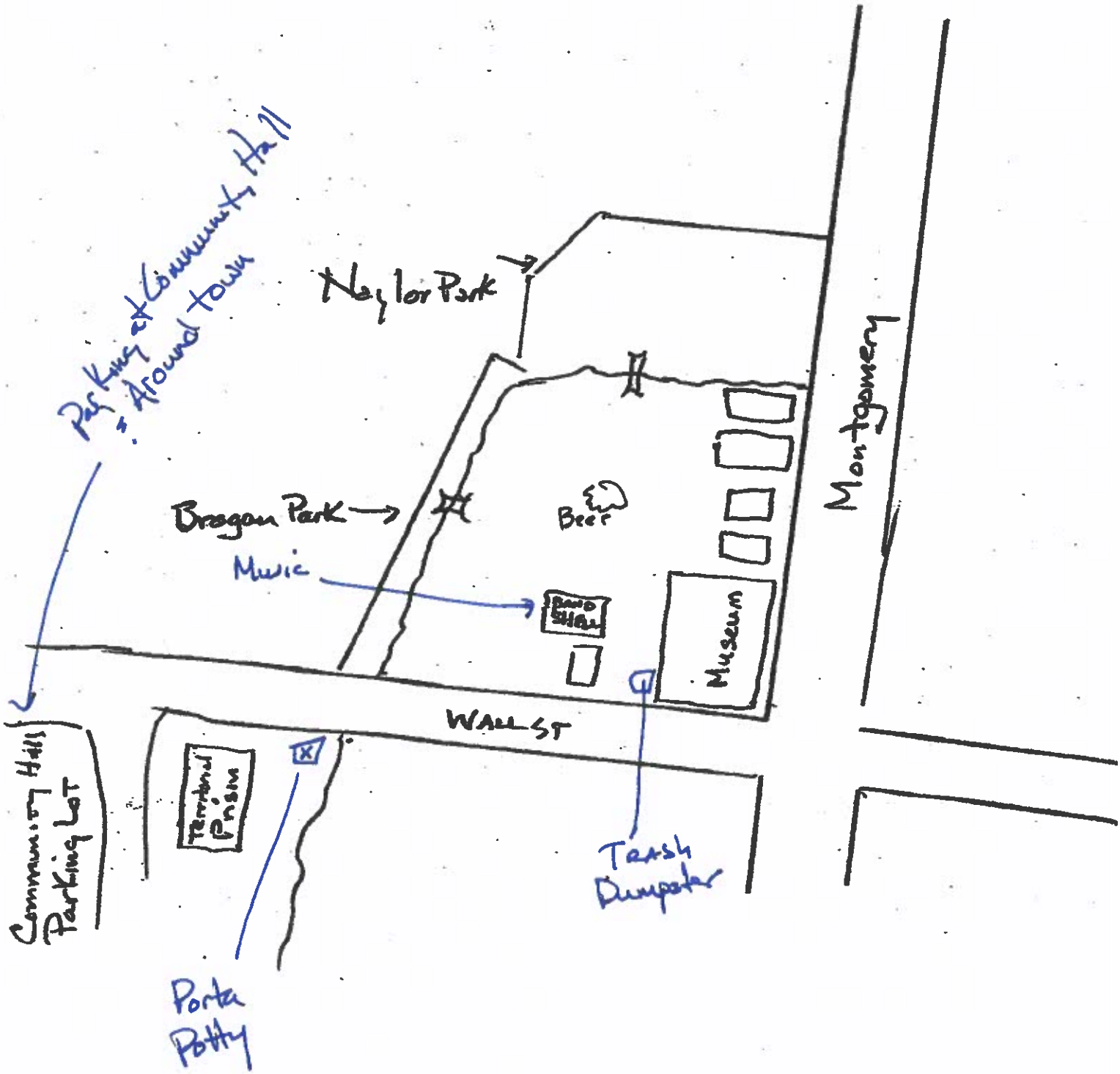
AFTER EVENT COMMENTS:
WAS THE SITE CLEANED UP PROPERLY IN A TIMELY FASHION? ☐ YES ☐ NO
COMMENTS_____

DID THE EVENT SPONSOR MEET ALL OF THEIR OBLIGATIONS AND RESPONSIBILITIES? ☐ YES ☐ NO
COMMENTS_____

SHOULD THIS PARTY BE ALLOWED TO USE CITY PROPERTY AGAIN? ☐ YES ☐ NO
COMMENTS_____

SIGNED: _____

Idaho City Historical Foundation
4th of July in the Park 2022



CITY OF IDAHO CITY
Claim Approval List
For the Accounting Period: 4/22
For Pay Date: 04/27/22

For Date Posted = 04/27/22, Cash - Checking
* ... Over spent expenditure

Claim / Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
1599	46 US POSTMASTER	276.00								
Stamps		55.20			10		41500	310		10100
Stamps		154.56			51		43400	310		10100
Stamps		66.24			52		43500	310		10100
1600	187 SYNCB/AMAZON	252.76								
33554484	03/17/22 Office Supplies	21.88			10		41500	305		10100
357499877	03/17/22 Office Supplies	118.96			10		41500	305		10100
97986879	03/17/22 Office Supplies	54.60			10		41500	305		10100
57349686	03/30/22 Office Supplies	38.01			10		41500	305		10100
69466597	04/01/22 Office Supplies	4.99			10		41500	305		10100
33554484	03/17/22 sales tax	1.31			10		41500	590		10100
357499877	03/17/22 sales tax	7.14			10		41500	590		10100
97986879	03/17/22 sales tax	3.28			10		41500	590		10100
57349686	03/30/22 sales tax	2.29			10		41500	590		10100
69466597	04/01/22 sales tax	0.30			10		41500	590		10100
1601	33 BOISE OFFICE EQUIPMENT	132.72								
2599867	04/12/22 copy fees	46.45			10		41500	330		10100
2599867	04/12/22 copy fees	71.67			51		43400	330		10100
2599867	04/12/22 copy fees	14.60			52		43500	330		10100
1602	115 CORE & MAIN	3,550.00								
Q635534	04/11/22 Software	3,550.00*			51		43400	350		10100
1603	191 CURTIS BLUE LINE L.N.	326.00								
587196	04/18/22 uniform alterations	3.00*			10		42100	380		10100
585778	04/11/22 uniforms	323.00*			10		42100	380		10100
1604	48 IDAHO WORLD PUBLISHING LLC	110.40								
6490	04/21/22 publish ord #367	16.36			10		41500	440		10100
6490	04/21/22 publish ord #367	6.82*			20		43200	440		10100
6490	04/21/22 publish ord #367	38.16			51		43400	440		10100
6490	04/21/22 publish ord #367	6.82			52		43500	440		10100
6489	04/21/22 publish public hearing notice	10.14			10		41500	440		10100
6489	04/21/22 publish public hearing notice	4.22*			20		43200	440		10100
6489	04/21/22 publish public hearing notice	23.66			51		43400	440		10100
6489	04/21/22 publish public hearing notice	4.22			52		43500	440		10100

For Date Posted = 04/27/22, Cash - Checking
* ... Over spent expenditure

Claim / Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
1605	23 IDAHO RURAL WATER ASSOCIATION	300.00								
	Q-SS 1361 03/24/22 Licensure for Wastewater Op	300.00			52		43500	113		10100
1606	4 JACK'S TIRE & OIL	907.40								
	B5877931 04/20/22 tires 2011 Ford Explorer	839.90*			10		42100	640		10100
	B6071831 04/18/22 snow tire change 2021 Ford E	67.50*			10		42100	640		10100
1607	20 LES SCHWAB CENTER, ATTN:CENTRAL	85.59								
	1600712232 04/21/22 Backhoe	12.83			20		43200	540		10100
	1600712232 04/21/22 Backhoe	47.93			51		43400	540		10100
	1600712232 04/21/22 Backhoe	24.83			52		43500	540		10100
1608	235 MICROTECH SYSTEMS	75.00								
	58475 01/27/22 Domain Name 2-year renewal	22.50			10		41500	350		10100
	58475 01/27/22 Domain Name 2-year renewal	37.50*			51		43400	350		10100
	58475 01/27/22 Domain Name 2-year renewal	15.00*			52		43500	350		10100
1609	6 MILLER ENTERPRISES	237.67								
	112088 04/14/22 trash service - March 2022	109.33			10		41500	341		10100
	112088 04/14/22 trash service - March 2022	64.17			51		43400	341		10100
	112088 04/14/22 trash service - March 2022	64.17			52		43500	341		10100
1610	999999 PERFORMANCE SYSTEMS INTEGRATION	384.18								
	0002415 04/10/22 Fire Extinguisher Maintenance	268.93			51		43400	630		10100
	0002415 04/10/22 Fire Extinguisher Maintenance	115.25			52		43500	630		10100
1611	202 NANCY PTAK	91.14								
	Mileage	36.46			10		41500	450		10100
	Mileage	38.28			51		43400	450		10100
	Mileage	16.40			52		43500	450		10100
1612	181 SIMPLII	274.77								
	37805 internet phone services	82.43			10		41500	490		10100
	37805 internet phone services	109.91			51		43400	490		10100
	37805 internet phone services	82.43			52		43500	490		10100
1613	146 VERIZON WIRELESS	701.30								
	9904233227 04/15/22 council ipads	60.01			10		41500	493		10100
	9904233227 04/15/22 council ipads	100.03			51		43400	493		10100
	9904233227 04/15/22 council ipads	40.01			52		43500	493		10100
	9904233227 04/15/22 cell phones	54.42			10		41500	493		10100
	9904233227 04/15/22 cell phones	90.70			51		43400	493		10100
	9904233227 04/15/22 cell phones	36.28			52		43500	493		10100
	9904233227 04/15/22 law enforcement	319.85			10		42100	492		10100

# of Claims 15 Total: 7,704.93

CITY OF IDAHO CITY
Fund Summary for Claims
For the Accounting Period: 4/22

Fund/Account	Amount
10 GENERAL FUND	
10100 Checking-Cash in Bank	$2,299.31
20 STREET FUND	
10100 Checking-Cash in Bank	$23.87
51 WATER FUND	
10100 Checking-Cash in Bank	$4,595.50
52 SEWER FUND	
10100 Checking-Cash in Bank	$786.25
Total:	**$7,704.93**

Ciy of Idaho City
PO Box 130
511 Main Street
Idaho City. Idaho 83631-0130

CASH VOUCHERS

Authorized by: _____ Date: _____

Gmail

Nancy L Ptak <idahocityclerk@gmail.com>

Fwd: DEQ Reuse Permit Forms

tami Claus <idahocitypublicworks@gmail.com> Tue, Apr 19, 2022 at 12:40 PM
To: Nancy Ling <idahocityclerk@gmail.com>

can you put this on the agenda it is for the ww reuse permit
thanks

Tami Claus
Idaho City Public Works

---------- Forwarded message ---------
From: **Adam Bussan** <Adam.Bussan@deq.idaho.gov>
Date: Tue, Apr 19, 2022 at 11:47 AM
Subject: DEQ Reuse Permit Forms
To: idahocitypublicworks@gmail.com <idahocitypublicworks@gmail.com>

Tami,

DEQ is almost finished preparing the Idaho City reuse draft permit, but before we are able to send it to you for review and the put it out to public comment, we need to have the city complete a couple forms.

I've attached Form A that allows the Mayor, as the responsible official, to designate an authorized representative who will then be able to submit permit required documents to DEQ.

The other form is the Public Wastewater System Operator Licensure Record Form, that provides a record to DEQ about who the responsible charge operator and substitute responsible charge operator are.

After we receive the forms, we will be able to complete the draft reuse permit and will have it ready for you to review.

Please let me know if you have any questions.

Thanks,

Adam Bussan, PE | Senior Water Quality Engineer

Idaho Department of Environmental Quality

1445 North Orchard Street, Boise, ID 83706

Office: [redacted]

www.deq.idaho.gov

Our mission: To protect human health and the quality of Idaho's air, land, and water.

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2 attachments

WW Treatement and Collection Form ww_llc_record_Edit.pdf
60K

Idaho DEQ Reuse Permit Form A.docx
17K

Form A: Responsible Official / Duly Authorized Representative Designation Form

Use the following form to specify facility contacts.

Permittee name:	
Permit number:	
I hereby certify that I am qualified to be the responsible official for the above-named permittee.	
Specifically, I,	
	am an officer of the corporation.
	My title is:
	perform policy or decision-making functions similar to that of an officer of the corporation.
	Explain:
	am a general partner in a partnership.
	am the owner of a sole proprietorship.
	am a principal executive officer, ranking elected official, or a person of decision-making authority of a municipality, state, federal, or other public agency who can legally bind the permittee with respect to the permit.
	My office/title is:
	My agency is:
I hereby designate the following person or position title as a duly authorized representative:	
I certify that the individual filling this position is responsible for the overall operation of the regulated facility or an individual having overall responsibility for environmental matters.	
Signature of responsible official:	
Signature of duly authorized representative designee:	
Date:	

The Responsible Official is the facility contact person authorized by the permittee to communicate with DEQ on behalf of the permittee on any matter related to the permit, including without limitation, the authority to communicate with and receive notices from DEQ regarding notices of violation or noncompliance, permit violations, permit enforcement, and permit revocation.

The Responsible Official is responsible for providing written certification of permit application materials, annual report submittals, and other information submitted to DEQ as required by the permit. Any notice to or communication with the responsible official is considered a notice to or communication with the permittee.

The Responsible Official may designate an Authorized Representative to act as the facility contact person for any of the activities or duties related to the permit, except signing and certifying the permit application, which must be done by the Responsible Official.

The designated Authorized Representative shall act as the Responsible Official and shall bind the permittee as described above. The designation of an Authorized Representative must a) be made in writing by the Responsible Official and attached to the permit application using Form A and b) specify an individual having responsibility for the overall operation of the regulated facility, such as the plant manager, superintendent, or an individual having overall responsibility for environmental matters.

Public Wastewater System Operator Licensure Record Form

Fill Out A Separate Form For Each Treatment And Collection System

PRINT CLEARLY!

Public Wastewater System Information

Wastewater System Name
(Legal Name of Record) _____

Owner of Record or Responsible Legal Party _____

Mailing Address of System

Street	City	State	Zip

Physical Address of System

Street	City	State	Zip

Public Wastewater System Type: (check one, then appropriate box under system class)

☐ **Treatment (includes Reuse)** ☐ **Collection**

Public Wastewater System Class (check one):

☐ **Very Small Wastewater System** ☐ **Class I** ☐ **Class II** ☐ **Class III** ☐ **Class IV**

Licensed Operating Personnel:

As the owner of the public wastewater system identified above, I understand it is my responsibility to employ, retain, or appoint operating personnel holding current licenses to make system control or system integrity decisions about water quantity or quality that may affect public health.

All operating personnel hold current licenses ☐ **Yes** ☐ **No**

If YES, list all operators by name and license number on back of this form. If NO, explain on back of form.

Reuse (Land Application) Licensed Operators:

At least one operator at Reuse (Land Application) systems must hold a current Reuse license (*IDAPA 58.01.16.203.07*). This operator may be different from the treatment RCOs and SRCOs. Please list below and continue on reverse, as necessary.

Reuse (Land Application) Operator: _____ **Reuse (Land Application) License Number :** _____

Responsible Charge Operator:

As the owner of the public wastewater system identified above, I understand it is my responsibility to designate from among the currently licensed system operators, one or more Responsible Charge Operator(s) (RCO), depending on the size and nature of system, to directly supervise the performance of operations and employees on a daily basis at such times the system is in operation. I agree the designated RCO will be licensed at a class equal to or greater than the classification of the wastewater system. I further agree that if designating the same individual to be the RCO of both a treatment and a collection system, that the individual will hold two (2) current licenses, one for treatment and one for collection. Very small wastewater system RCO's and SRCO's must hold a very small wastewater license. I have designated the following individual(s) as the RCO. If more than one RCO, identify by name, date became RCO, & license number on the back of this form.

Responsible Charge Operator: _____ **License Number:** _____

RCO Effective as of this date: _____ **Telephone:** _____

Is the RCO available 24 hours a day 7 days a week? ☐ **Yes** ☐ **No** **Cell Phone:** _____

e-mail: _____

Substitute Responsible Charge Operator

I have designated the following person (s) as Substitute Responsible Charge Operator (SRCO) for this system.
(**NOTE**: A substitute must be a different person than the Responsible Charge Operator).

Substitute Responsible Charge Operator: _____ **License Number:** _____

SRCO Effective as of this date: _____ **Telephone:** _____

Cell Phone: _____

e-mail: _____

Substitute Responsible Charge Operator

Reporting Requirement for Change of Responsible Charge Operators

I understand it is my responsibility to notify the Department of Environmental Quality within thirty (30) days of any change of RCO or SRCO by submitting the change of information on this standard form. *(IDAPA 58.01.16.203.01)*

Owner Verification

I certify that I am the owner of this public wastewater system, or legally designated to represent the owner of this public wastewater water system, and that the responses provided herein are true and accurate:

Owner Signature _____ Date _____

Return completed form to: DEQ, 1410 N. Hilton, Boise, ID 83706, ATTENTION: Jerimiah Fenton or Jerimiah.Fenton@deq.idaho.gov/. Keep a copy of this form for your records.

Public Wastewater System Operator Licensure Record Form

Fill Out Operating Personnel Information

PRINT CLEARLY!

Additional Licensed Operating Personnel:

	Name	Licensed Number
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Attach an additional page if more space is needed.

Additional Responsible Charge Operators:

	RCO	Licensed Number	RCO Effective as of this date
1.			
2.			
3.			
4.			

Additional Substitute Responsible Charge Operators:

	SRCO	License Number	SRCO Effective as of this date
1.			
2.			
3.			
4.			

Comments or additional information:

Gmail

Nancy L Ptak <idahocityclerk@gmail.com>

City Paid Life Insurance

Troy Gifford <[redacted]> Mon, Apr 11, 2022 at 4:34 PM
To: "idahocityclerk@gmail.com" <idahocityclerk@gmail.com>

Nancy,
It was nice talking with you today. I have attached the insurance quote. It's a very busy one-page report. I highlighted the $25,000 benefit.

David will get a lesser benefit due to his age which also means the cost is less per month.

Troy D Gifford
Account Executive

Colonial Life
[redacted]

Idaho City OA Life Rates April 2022.pdf
667K

ONEAMERICA®

Monthly Cost for Idaho City (Illustration only)

Life Products

Effective Date: 05/01/2022

	Voluntary Life*			Basic Life with AD&D*					
Name	$10,000	$20,000	$50,000	$10,000	$15,000	$20,000	$25,000	$50,000	1x Salary**
Gene Bettys	$ 11.80	$ 23.60	59.00	$ 3.00	$ 4.50	$ 6.00	$ 7.50	$ 15.00	$ 6.00
Tamra Claus	$ 11.80	$ 23.60	$ 59.00	$ 3.00	$ 4.50	$ 6.00	$ 7.50	$ 15.00	$ 6.00
Dominick Nalley	$ 2.50	$ 5.00	$ 12.50	$ 3.00	$ 4.50	$ 6.00	$ 7.50	$ 15.00	$ 6.00
Mark Otter	$ 5.70	$ 11.40	$ 28.50	$ 3.00	$ 4.50	$ 6.00	$ 7.50	$ 15.00	$ 6.00
Nancy Ptak	$ 5.70	$ 11.40	$ 28.50	$ 3.00	$ 4.50	$ 6.00	$ 7.50	$ 15.00	$ 6.00
Mathew Archuleta	$ 2.50	$ 5.00	$ 12.50	$ 3.00	$ 4.50	$ 6.00	$ 7.50	$ 15.00	$ 6.00
Laura Carignan	$ 9.60	$ 19.20	$ 48.00	$ 3.00	$ 4.50	$ 6.00	$ 7.50	$ 15.00	$ 6.00
Mari Adams	$ 2.50	$ 5.00	$ 12.50	$ 3.00	$ 4.50	$ 6.00	$ 7.50	$ 15.00	$ 3.00
Ashely Elliott	$ 1.30	$ 2.60	$ 6.50	$ 3.00	$ 4.50	$ 6.00	$ 7.50	$ 15.00	$ 3.00
Kenneth Everhart	$ 9.60	$ 19.20	$ 48.00	$ 3.00	$ 4.50	$ 6.00	$ 7.50	$ 15.00	$ 3.00
David Martin*	$ 17.46	$ 34.92	$ 87.30	$ 1.35	$ 2.03	$ 2.70	$ 3.38	$ 6.75	$ 1.35
Gary Secor Jr	$ 3.90	$ 7.80	$ 19.50	$ 3.00	$ 4.50	$ 6.00	$ 7.50	$ 15.00	$ 3.00
Total Cost:	$ 84.36	$ 168.72	$ 421.80	$ 34.35	$ 51.53	$ 68.70	$ 85.88	$ 171.75	$ 55.35
Total Volume:	$ 114,500.00	$ 229,000.00	$ 572,500.00	$ 114,500.00	$ 171,750.00	$ 229,000.00	$ 286,250.00	$ 572,500.00	$ 153,350.00

*Voluntary Life, Traditional Life, and Lump Sum Disability volumes have been reduced for employees over age 70

**Costs for the 1x salary option are only available if a salary is provided

Disclaimers:

OneAmerica® is the marketing name for the companies of OneAmerica.

Products issued and underwritten by American United Life Insurance Company® (AUL), a OneAmerica company.

Not available in all states or may vary by state.

Micro Technology Systems, Inc.
TechCare Services Agreement

This Agreement is made this 15th day of April, 2022, by and between MicroTechnology Systems, Inc. (MicroTech), with its principal place of business at 125 E. 50th St., Garden City, Idaho, 83714, and **City of Idaho City**, with its principal place of business at **511 Main Street, Idaho City, Idaho 83631.**

The Parties agree as follows:

1. Term. The effective date of this Agreement will be **May 1, 2022** and shall be for an initial term of twelve (12) months, unless otherwise terminated earlier as provided herein. Thereafter, this Agreement shall automatically renew for an additional term for twelve (12) months on each and every anniversary date of this Agreement, unless either party provides the other with written notice thirty (30) days prior to the end of the then existing term of their intent to terminate this Agreement.

2. Services.

(a) TechCare Services. MicroTech shall provide the services described on Schedule 1 which is attached to this Agreement and incorporated herein (collectively the "TechCare Services").

(b) Charges and Rates for Service. The charge for TechCare Services during the Term of this Agreement shall be those set forth on Schedule 1-A – TechCare Service Schedule of Charges. MicroTech may increase its monthly service rate or hourly rate on each anniversary date of this Agreement with a 30-day notice.

3. Additional Services. In addition to the TechCare Services, MicroTech shall provide any additional services set forth on Schedule 2 – Additional Services Schedule of Charges which is attached to this Agreement and incorporated herein. Additional Services and Licensing fees are resold from third party vendors and costs are subject to change.

4. Regular Business Hours. Services covered under this Agreement will be performed during regular business hours, which are defined as Monday through Friday, between 8:00 AM and 5:00 PM Mountain Time, unless otherwise defined herein. Services performed outside the definition of regular business hours ("Extended-hour services") will be invoiced to Client at the designated hourly rate listed in Schedule 1-A.

5. Cancellation. Client and/or MicroTech may cancel this Agreement for any reason upon thirty (30) days advanced written notice, at any time during the first one hundred and twenty (120) days from the effective date of this Agreement. Thereafter, this Agreement may be terminated only as follows.

(a) Termination by Client.

(i) Termination for Cause. "Termination for cause" shall be defined to mean that MicroTech has breached any term of this Agreement. If Client determines that MicroTech has breached any term of this Agreement, Client shall first provide written notice to MicroTech of such breach of this Agreement (Notice of Breach). Thereafter, MicroTech shall have fifteen (15) days from date of receipt of the Notice of Breach to meet with Client and attempt to cure such breach. If after such fifteen (15) day period Client in its sole discretion does not believe that the breach has been cured, Client at its sole and exclusive remedy may terminate this Agreement.

(ii) Termination at Will. Client may terminate this Agreement at any time for no reason by providing MicroTech with thirty (30) days prior written notice that it is terminating this Agreement. If Client elects to

terminate this Agreement pursuant to this Section 5(a), Client shall within thirty (30) days of the Termination Notice pay to MicroTech fifty percent (50%) of the remaining balance that would have been due under this Agreement calculated as follows: the number of months remaining in the Term of this Agreement measured from the first day of the month of the date of the Notice of Termination through the scheduled termination date of this Agreement, multiplied by the total amount Client would have paid MicroTech per month under this Agreement for the remaining Term, multiplied by one-half. Ie: Early Termination fee will be 50% of the remaining contracted services.

(b) Termination by Microtech.

(i) Termination for Cause. "Termination for cause" shall be defined to mean that MicroTech has determined a problem or issue with Client or Client's IT systems that is obstructing Microtech from effectively performing services as defined in Schedule 1, Schedule 1-A, and Schedule 2. If Microtech determines termination for cause is necessary, Microtech shall first provide written notice to Client of such problem or issue (Notice of Obstruction). Thereafter, Client shall have fifteen (15) days from date of receipt of the Notice of Obstruction to meet with Microtech and attempt to cure such problem or issue. If after such fifteen (15) day period Microtech in its sole discretion does not believe that the obstruction has been cured, Microtech at its sole and exclusive remedy may terminate this Agreement.

(ii) Termination at Will. Microtech may terminate this Agreement at any time for no reason by providing Client with thirty (30) days prior written notice that it is terminating this Agreement. If Microtech elects to terminate this Agreement pursuant to this Section 5(b), Microtech shall within thirty (30) days of the Termination Notice pay to Client fifty percent (50%) of the remaining balance that would have been due under this Agreement calculated as follows: the number of months remaining in the Term of this Agreement measured from the first day of the month of the date of the Notice of Termination through the scheduled termination date of this Agreement, multiplied by the total amount Client would have paid MicroTech per month under this Agreement for the remaining Term, multiplied by one-half. Ie: Early Termination fee will be 50% of the remaining contracted services

6. Disclaimers.

(a) Causes Beyond MicroTech's Control. MicroTech shall provide standard information technology computer networking or infrastructure support. MicroTech shall not be liable for failure to provide those services if such failure is due to any cause or condition beyond MicroTech's control.

(b) No Warranty for Error-Free Service. MicroTech does not warrant the uninterrupted or error-free operation of any of Client's machines or software products.

(c) Limit of Responsibility. MicroTech makes every attempt to safeguard and protect client data from damage, loss, or altered files. Because of events that can occur that are beyond MicroTech's control, due to hardware and software failures, and acts of third parties, MicroTech is not responsible for damaged, lost, or altered client data.

(d) Limited Warranty. MicroTech warrants to Client that, during the term of this Agreement, MicroTech will perform the Services in a professional and workmanlike manner (the "Limited Warranty"). In the event of any breach of the Limited Warranty that is reported to MicroTech during the term of this Agreement, MicroTech's sole obligation and Client's sole right and remedy for such breach shall be the re-performance by MicroTech of the services that were not performed in a professional and workmanlike manner, unless such re-performance of the services by MicroTech fails to correct such breach within fifteen (15) days, in which case the Client may, after providing written notice to MicroTech in accordance with Section 5(a)(i) above, terminate this Agreement for cause. Notwithstanding the foregoing, the failure to correct or replace hardware devices and/or software programs that were not provided by MicroTech; and/or the delayed timeframe by suppliers of replacement hardware devices/components and/or software

programs that are delayed through no fault of MicroTech shall not be deemed to be a breach of the Limited Warranty.

(e) Services As Is. Except for the limited warranty expressly described above, all services, software, and products provided to client under this agreement are provided on an "as is" basis and without any express, implied, statutory, or other warranties of any kind whether oral or in writing, or arising by usage of trade or course of dealing. Without limiting the generality of the foregoing, MicroTech disclaims any and all implied warranties (including, without limitation, any implied warranties of merchantability, fitness for a particular purpose, and non-infringement). The Limited Warranty provided hereunder extends only to Client and Client's permitted assigns.

(f) No Warranty for Third Party Products. Client acknowledges that Client may purchase, lease or license certain products, programs, software, equipment, services, or hardware from third parties associated with Client's informational technology systems ("Third Party Products"), some or all of which may be recommended by MicroTech. Further, Client acknowledges that MicroTech, as part of its TechCare Services may purchase, lease or license Third Party Products. MicroTech shall not be responsible to Client for any damage or loss resulting from such Third Party Products for, including but not limited to, transmission or communication errors, use or failure of hardware or equipment, use or failure of software, failure of delivery or courier services, or for any act, error, omission, or circumstance associated with such Third Party Products beyond MicroTech's reasonable control. Further, MicroTech shall have no obligation or responsibility under this Agreement for the use of any Third Party Products regardless if MicroTech recommends, installs or monitors such Third Party Products.

(g) Force Majeure. Neither party shall be in default for failing to perform under this Agreement (other than a failure to make payment when due or to comply with restrictions upon the use of the products and services) if such failure arises out of any act, event, or circumstance beyond the reasonable control of such party, whether or not predicted or foreseeable. The party so affected will resume performance as soon as reasonably possible.

(h) Disclaimer. Except as provided in this Agreement and any related agreements, MicroTech specifically disclaims any and all warranties of any kind, express, implied or statutory, including, but not limited to, any WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

7. Limitations on Damages. Under no circumstances shall MicroTech be liable for any losses or damages that are not brought to its attention by client in writing within thirty (30) days of the event giving rise to the alleged liability, and no action arising out of the agreement may be brought by client more than one (1) year after the occurrence of the event giving rise to the alleged liability. MicroTech shall not be liable for any incidental, consequential, special, indirect, delay, economic or property damages whatsoever (including any damages for loss of profits, data or goodwill, business interruptions, damaged or corrupted data, or other commercial, economic, or pecuniary loss) arising out of or relating to this agreement, even if MicroTech was advised of the possibility of such damage. In no event shall MicroTech's aggregate liability for damages under this agreement (regardless of the form of action, whether in contract, tort, strict liability or otherwise) exceed the amount paid by client for services during the twelve (12) months immediately prior to the claim giving rise to the alleged damages.

8. Proprietary Information.

(a) Safeguards of Client Information. All information related to Client's business which is required to be submitted by Client to MicroTech pursuant to this Agreement shall be safeguarded by MicroTech to the same extent that MicroTech safeguards information relating to its own business. If, however, such information is publicly available, already known by MicroTech, or is rightfully obtained from third parties, MicroTech shall bear no responsibility for its disclosure, inadvertent or otherwise.

(b) Safeguards of MicroTech Information. Client shall safeguard all proprietary MicroTech information as it would its own. MicroTech's proprietary information includes this Agreement and any other documents from

MicroTech that are identified as MicroTech's proprietary information.

9. MicroTech Obligations. MicroTech shall perform all services which it agrees to perform pursuant to this Agreement in a workmanlike manner consistent with industry standards. If MicroTech breaches the provision, its sole obligation shall be to re-perform the services in question promptly and properly.

10. Attorney's Fees. If either party defaults or initiates any legal action under this Agreement (including appeal), the prevailing party shall be entitled to recover reasonable attorney's fees and costs.

11. Non-Solicitation. Neither party shall hire or solicit for hire or engage as an independent contractor or employee of the other during the term of and for one year after the termination of this Agreement, without the express written consent of the other party. If Client breaches this Section 11, Client agrees to pay MicroTech within thirty (30) days of hiring the MicroTech employee an amount equal to 28% of the employee's first year salary.

12. Invoicing. TechCare Services agreement will be invoiced at the end of each month for agreement services provided in the following month. Terms are net twenty (20) days on all invoices. Services provided above, or in addition to, the hourly allotment will be invoiced at time of service. All invoices will be mailed to the Client address listed in paragraph 1 of this Agreement. In the event that the billings address changes, the Client agrees to notify MicroTech in writing within thirty (30) days of effect at the following address:

MicroTechnology Systems, Inc.
125 E. 50th St.
Garden City, ID 83714

13. Late Fee Charges. In the event MicroTech has not received payment in full for the charges under this Agreement when due, a service charge shall be added to the amount due in an amount equal to one and one-half percent (1 ½ %) per month.

14. Successors and Assigns. This Agreement may be assigned by either party and shall be binding upon the successors and assigns of the parties.

15. Choice of Law. This Agreement will be interpreted in accordance with the laws and statutes of the State of Idaho and each party specifically agrees to the application of such laws to such party and his rights, duties, obligations and agreements, hereunder or arising out of the subject matter hereof.

16. Attachments. Every attachment or schedule attached and referred to in this Agreement is hereby incorporated in this Agreement.

The appropriate authorized signatures below indicate acceptance of this Agreement.

MICROTECH	CLIENT
Jeremy R. Young	
Print Name	Print Name
Signature	Signature
Account Manager	
Title	Title
15 April 2022	
Date	Date

Micro Technology Systems, Inc.
TechCare Services Agreement

City of Idaho City Revised Schedule 1 (5/1/2022)

Remote Monitoring and Reporting	**Patch Management**
• Agent Provided by third party vendor • Agents send selected data back to management console • Console monitored by MicroTech • Reports configured to send to Client	Patch Management for Microsoft software provided in one of three ways: • Third party vendor remote monitoring tools • Microsoft Windows Server Update Services • Windows updates services on local systems
Antivirus Monitoring & Threat Hunting	**DNS Protection Services**
Antivirus / threat hunting software agent provided by third party vendor(s). Systems monitored through third party management console for: • Virus pattern file updates • Virus system scan completion • Virus activity reporting • Malicious hacking activity	DNS Protection agent provided by third party vendor. Systems monitored through third party management console for: • Protects users against known malicious websites • Provides web & content filtering • DNS reporting

Backup Monitoring

- If service selected by client, local backup provided by Windows backup application or Third Party Vendor
  - Backup success or failure monitored by MicroTech through remote monitoring console
- If service selected by client, remote offsite online backup services provided by Third Party Vendor
  - Backup encryption provided by Third Party Vendor
  - 30 file version history
  - Daily synchronization with offsite servers
  - Backup success or failure monitored by MicroTech through remote monitoring console

TechCare Support Hours

Included as part of the TechCare Services are TechCare hours ("TechCare Hours"). TechCare Hours are charged each month for_performing regular maintenance, troubleshooting, user requests, or ongoing support for information technology hardware, software, or line of business applications existing on Client's systems, including but not limited to items such as Microsoft server and desktop operating systems, Microsoft productivity software, antivirus software, backup software, other third-party software, infrastructure hardware, and line of business applications. Line of business applications is to include but not limited to, accounting or industry software. Support services can be delivered remotely (not on premise) or on-site (on premise). If in any month Client exceeds the TechCare hours or for matters not included in TechCare Hours, Client shall be charged at rate specified in schedule of charges. Remote support TechCare Hours are billed in fifteen-minute increments; onsite support TechCare Hours are also billed in fifteen-minute increments with a one (1) hour minimum.

TechCare Services Exclusions

Certain projects are excluded from TechCare Services and are not part of TechCare Hours; those projects excluded are additions, changes, or removal from existing operating/software systems on the network. Some examples include but are not limited to:

1) Installation and implementation / configuration of new hardware, operating systems, or software.
2) Upgrades to existing hardware, operating systems, or software.
3) Training on hardware, operating systems, or software.
4) Removal of existing hardware, operating systems, or software.

TechCare Service Schedule of Charges

City of Idaho City Revised Schedule 1-A (5/1/2022)

Monthly TechCare Hours

- Monthly rate for monthly block hours -- **$366.00** per month
- Monthly rate for monthly hours block is based on **3** support hours per month.
- Block Hourly rate is **$122.00**
- Monthly rate for site administration is **$122.00** (1 hour non- useable)
- Extended support hours charged at time plus one half to monthly hour allotment
- Remote support hours billed in 15-minute increments
- Onsite support hours, 1 hour minimum and 15-minute increments thereafter
- Travel billed in 15-minute increments one-way
- Monthly hours not used roll into the following month through the term of This Agreement
- Monthly hours not used through the term of This Agreement expire upon the anniversary date and have no dollar value. Hours will not be refunded.

Scheduled Onsite Visits – As requested

One-time setup / onboarding service fee – N/A

Additional future services

- Additional hours used over allotted hours will be billed at the current time and material rate.
- Additional extended support hours will be billed at the current time and material rate + ½ per hour

Projects

- Projects will be proposed on an individual basis based on a) estimated number of hours to complete and will be billed at a determined hourly rate, or b) an agreed upon flat rate.

Additional Services Schedule of Charges

City of Idaho City Revised Schedule 2 (5/1/2022)

TechCare Essentials Protection Suite Nodes

- **$10.00** per node per month
- Antivirus threat hunting agent(s)
- DNS Protection Services
- Remote monitoring agents

Backup Software Licensing Rates – Optional

Shadow Protect local backup agents provided by Storage Craft

- Shadow Protect virtual server license -- **$35.00** per virtual server per month

N-Able Encrypted off-site remote backup

- N-Able server backup agent -- **$58.00** per server per month

Listed Fees above

- Additional Services and Licensing fees listed on this page are resold from third party vendors and costs are subject to change.

RESOLUTION NO. 2022 - 02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IDAHO CITY ADOPTING A FINANCIAL CONTROLS POLICY; TO SET POLICY FOR INTERNAL CONTROLS OF ALL FINANCIAL PROCESSES FOR THE CITY.

WHEREAS, the City of Idaho City has a responsibility to ensure it handles public funds appropriately, and

WHEREAS, written, adopted financial policies and internal controls have many benefits in assisting Council with the financial management of the City; and

WHEREAS, the auditing firm for the City has recommended that Council adopt financial and internal control policies that promote sound financial management practices designed to meet Council's goals and objectives; and

WHEREAS, staff has prepared a City of Idaho City Financial Policies and Internal Control document that outlines procedures, safeguards, and internal controls for public fund management.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Idaho City, Idaho that the Financial Controls Policy, a copy of which is attached hereto and incorporated in full, is hereby adopted for use by the City of Idaho City. All employees employed by the City of Idaho City shall follow the Policy.

PASSED BY THE COUNCIL of the City of Idaho City this day of , 2022.

APPROVED BY THE MAYOR of the City of Idaho City this day of , 2022.

_____

Kenneth Everhart, Mayor

ATTEST:

_____

Nancy L. Ptak, City Clerk/Treasurer

City of Idaho City

Financial Controls Policy

Adopted on DATE: by

Resolution No. 2022-02

INTRODUCTION

This manual puts in place basic accounting, billing, and cash control policies and procedures designed to protect and secure City of Idaho City financial functions, ensure the maintenance of accurate records of financial activities, and ensure compliance with governmental and private funding source reporting requirements. Where this manual conflicts with specific federal or state regulation or with City of Idaho City Council policies (such as the Personnel Manual), the regulations, or Council policy shall prevail.

RESPONSIBILITIES

- The City Council approves financial policies and reviews operations and activities.
- The Mayor has responsibility for assuring that all operations and activities are handled in accordance with city policies.
- Exceptions to these policies may be made on an individual basis, as necessary, with the approval of the City Council.
- The Treasurer is responsible for review of all financial operations.

GENERAL POLICIES

- Administrative staff is comprised of a City Clerk, City Treasurer, Utility Billing Clerk-Deputy Clerk, and office desk clerk.
- There are separation of financial duties and responsibilities so that neither staff has sole control over cash receipts, bank reconciliations, accounts payable or other accounting functions.
- Financial procedures are reviewed on an ongoing basis by the Administration Staff.
- Separate general ledger accounts are maintained as referenced by the Idaho City Clerk, Treasurers, and Finance Officers (ICCTFOA) Accounting Manual.
- Computer passwords are treated confidentially and are not shared with anyone other than essential staff. They are always kept in secure location. Procedures may be established requiring the expiration of passwords where appropriate.

COMPLIANCE WITH EXTERNAL POLICIES

City of Idaho City accounting policies and procedures are consistent with:

- ICCTFOA Accounting Manual
- Generally Accepted Accounting Principles (GAAP)
- 2 CFR 220 Subpart F "Audits of States, Local Governments, and Non-Profit Organizations"

SECURITY AND ACCESS

Only authorized staff can access the financial, personnel, payroll, computer systems, on-line and paper records of the organization:

- Access to computer or on-line systems for accounting, personnel, payroll, and on-line banking is controlled by password access only
- Upon separation from the city, of a staff member, the password is immediately locked to prohibit any unauthorized activities or entries.

OVERVIEW OF CITY OF IDAHO CITY ACCOUNTING SYSTEM

The financial records of the City of Idaho City are maintained in an approved electronic software. The City reports the following major governmental funds:

- The GENERAL FUND is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. Activities included under General Fund are Administration, Law Enforcement, Planning & Zoning, Parks, and various Committee events.
- The STREET FUND accounts for the resources accumulated for the maintenance and construction of city streets
- The WATER FUND accounts for activities of the City's water production, storage, and distribution operations
- The SEWER FUND accounts for activities of the City's sewage collection and treatment operations

Access to the accounting system is controlled to maintain the reliability and integrity of the data. The Treasurer establishes security to allow various levels of access.

- Data Backup:
  Backup is done daily by the city's IT service provider and is saved into the cloud.

- Funds Received:
  The procedures for funds received ensure that all in-coming funds are properly recorded and safeguarded through proper documentation. Utility Billing Clerk- Deputy Clerk Staff is authorized to collect in-coming funds.

- Funds Disbursed:
  Specialized procedures govern check writing. Only the City Council may authorize the issuance of checks, however sometimes because of time constraints, the checks are cut, and a list given to the Council for review. Access to the check printing system is password protected and is included in the responsibilities of the City Treasurer.

- Payroll System:
  Access to the payroll system is controlled by the Treasurer in a confidential manner. Payroll is processed by the Treasurer at the administration office. The Mayor, City Treasurer, City Clerk, and the Council President have check signing authorization.

DETAILED ACCOUNTING PROCEDURES

Receipts

- Payments will be accepted from customers for payment of utility deposits, utility payments, building permits, business licenses, community hall rentals, and other payments owed to the City of Idaho City.
- Mail is to be opened promptly and distributed by Administrative Staff each day.
- All checks, money orders, and cash are promptly receipted and placed in a cash box located in a secure area.
    - Amendment of State Statute #50-208, #50-708, and #57-135 states that it is not necessary to provide a paper receipt for each transaction due to upgrades in modern online payments and accounting systems
- Cash receipt forms which are individually numbered will be completed at time of receipt and copy given to customer.
- Receipts may be voided, but those are also tracked and kept in the book it was originated from.
- Funds awaiting bank deposit are kept in the locked cash box in secure location in the administration office with access limited to the Administrative Staff.
- Each business day the staff member on duty verifies the cash from the prior business day and keeps an amount of cash determined by the City Treasurer in the box for the current day's business.
- Cash will be counted and reconciled at least once a day by the Administrative Staff.
- There will be enough cash kept on hand to make change of not more than $123.00.
- Another Administrative Staff person will review deposits as needed.
- An Administrative Staff person will deliver the bank deposit to the bank, unless not available, at which time, the City Chief of Police or a Deputy will deliver funds to the bank.
- Bank confirmations are stamped on the deposit slip and kept in the deposit book for future use.
- Once monthly the City Treasurer verifies that all bank account totals add up to total funds received for the month during bank statement reconciliation. The Bank Reconciliation will be reviewed by the Mayor or City Council President and signed monthly. Verification of Bank total for each fund is provided to Mayor or City Council President.
- The monthly Treasurer's Report is then generated and reviewed by the Mayor with the final report approved by the City Council at a designated monthly meeting.
    - Amendment of State Statute #50-208, #50-708, and #57-135 states that Treasurer no longer needs to file all receipts with the monthly reports.

Accounts Receivable

For each grant, contract, loan, or other agreement, the City Clerk will be responsible for preparation of invoices, payment requests, or reports necessary to secure payment to the City of Idaho City. The following procedures ensure that all requests for funds are properly recorded and tracked.

- The City Clerk/Administrative Staff prepares requests for funds from other agencies or individuals.
- Billings to funding agencies or individuals are filed in the appropriate file until receipt of payment.
- Aged receivables are available for review by the City Council.
- The City Council and City Treasurer review accounts receivables quarterly to ensure receivables have a reasonable expectation of being collected and any necessary steps are taken to ensure collection.
- Utility Billing accounts are considered past due and payable after 60 days of notification from City Clerk. For the purposes of determining delinquent accounts, the Staff will send out a letter with instructions for the resident to allow them to pay the account on a pay agreement kept on file with the city clerk's office. If no response within 7 days, the city will send out a 24hr shut off notice.

Fund Disbursements

The fund disbursement policies and procedures are designed to ensure that disbursements are properly made based on adequate documentation and proper authorization.

Approvals and Authorization

- The City Council authorizes all expenditures as set out in its annual budget.
- Pre-authorization of certain expenditures outlined by resolution are allowed for routine, time-sensitive expenditures, i.e. insurance, electricity, propane, PERSI, State Tax Commission, payroll taxes, etc.
- Purchases will be presented to the City Council for approval for items of more than $5,000 before purchases are made, with the exception listed below.
- Emergency or urgent expenditures relating to operations and services that affect the health, welfare, and/or safety of residents and businesses of the City of Idaho City, and which are time sensitive in nature such that a delay in addressing the problem could bring harm to persons or property or result in major disruption and/or damage to City infrastructure will be allowed with a cap of $5,000 per incident.
- Expenditure of funds within this limitation requires approval of the Mayor, or in the Mayor's absence, the Council President or if both are unavailable, another member of the council. It is provided that responsible employees or officials shall take due caution in the decision to spend funds under this policy by evaluating options, with the consultation of professional consultants or staff where reasonably practicable and examining the availability of funds before proceeding with the expenditure.
- Checks are required to have two (2) signatures: The signatories are: the Mayor, the City Clerk, the City Treasurer, and the Council President.

Accounts Payable

- Payment for supplies or services will be made based on invoices attached to a receipt from a department head.
- All invoices and receipts are submitted by the department head to the Treasurer for processing and payment.
- At each City Council meeting, those invoices and/or documentation are presented for approval.

- After approval by Council, the City Treasurer will issue checks to the vendors.

Check Writing/Approval Procedures
These procedures are designed to ensure that all checks have adequate documentation and authorization and that there are no missing checks or checks written to phantom vendors.

- Checks are processed twice a month after Council approval, apart from those that are time-sensitive by administration staff.
- Checks are from an approved software.
- Checks are not to be post-dated, signed blank, or made out to cash.
- Checks are recorded and given to the Mayor with a log of checks for the day, for review and approval.
- Voided checks will be filed in numerical order with the copies of check log marked as "voided".
- Checks should be signed by the Mayor, the City Clerk, the City Treasurer, or in the Mayor's absence, the Council President. Two (2) signatures are required.

Electronic Payment and Transfers
These procedures ensure that unauthorized transfers will not be made. Procedures may vary based on the system of the banking institution.

- Electronic banking allows wire transfers, electronic transfers, stop payments on checks, and account balance inquiries to be initiated and complete via computer or telephone.
- Password security is set to allow wire transfers, electronic transfers, and stop payments to be set up by staff designated by the City Treasurer.
- Transfers can only be approved and sent by the City Treasurer and can only be for EFT 941 and state payments at the time of payroll or LGIP deposits as determined by Treasurer, with approval of the Mayor. Additional payments may be made when time is an issue for city accounts past due with approval of the Mayor. Withdrawals from any LGIP account should be approved by motion of City Council.

Payroll

These procedures are designed to assure that payroll is based on proper authorization and required documentation; paid at the approved rate; only paid to actual employees; and to assure that proper and timely reporting is made to federal, state, and local taxing authorities. They are in accordance with the City of Idaho City Personnel Policy, Section IV, Employee Classification, Compensation, and Benefits.

- City of Idaho City payroll for staff is processed bi-weekly no later than 4 business days past the end of payroll period and time is tracked Monday- Sunday
- Payroll is based on time tracked through paper timesheets.
- Time records will reflect hours worked, hours of Over-Time, hours used for Sick time, Vacation time and Compensation time used.
- Time sheets will be signed by employees, then approved and signed by department heads.

- Overtime for non-exempt employees requires the prior approval of the employee's department head.
- Payroll records are maintained by the Administrative Staff in a confidential manner. Information regarding payroll will not be discussed with other staff. Files are in the locked filing cabinet in the Administration office.
- Documents that verify tax withholding and authorize other deductions such as health insurance and voluntary contributions for employees are filed in the locked filing cabinet in the Administration office.
- The same file contains the I-9 forms and other hiring packet documents.

Preparation and Payment

- Department heads will verify and sign each time sheet and submit the time sheets to the City Treasurer for inclusion in the authorized electronic Payroll system.
- Payroll tax deposits are done electronically by the City Treasurer at the time of each payroll, except for Idaho State Withholding tax, which is electronically filed and paid every month.
- PERSI is paid by check by the City Treasurer at the time of each payroll, electronic payments are allowed.
- Health insurance benefits are paid monthly by check by the City Treasurer, electronic payments are allowed

Leases/Services

Leases

- Only the Mayor can sign lease agreements with approval of the City Council.
- Copies of all leases will be maintained at the Administration office.

Consultant/Contract Services

- The City Council will review and approve proposed contracts.
- Regarding contracted services, the council will consider the capabilities of staff to accomplish services before contracting for them.
- Written contracts clearly defining work to be performed are maintained for each consultant and contract services by the Administration Staff.
- The qualifications and reasonable charges for fees are considered in hiring consultants or service professionals and proof of general liability and workers compensation insurance, at minimum, will be required.
- If a contractor does not have workers compensation insurance, the City is required to include their work on the quarterly report to the State Insurance Fund.

Purchases

Supply Purchases

- When purchasing operational supplies such as office, water, sewer, etc. a purchase is made, and receipt turned in to the City Treasurer by department heads for processing.

Procurement Procedures

- All purchases will be conducted in compliance with applicable State Laws governing procurement and City Policies.
- Any purchase of over $25,000 and under $50,000 will follow procedures included in the State Statute #67-2805 and #67-2806.
- Amendments to State Statue #67-2805 and #67-2806 are as follows:
    - Increases project cost threshold for use of licensed public works contractor from $10,000 to $50,000
    - Clarifies that payment and performance bonds are required for public works construction contracts greater than or equal to $50,000 and will be presented to City Council before contract is executed
    - Bidding thresholds for public works construction projects are $50,000 to $200,000
    - Bidding thresholds for services and equipment is $50,000 to $100,000 with an informal bidding method; below $50,000 do not require competitive bidding; over $100,000 requires full competitive bidding
    - Exemptions from competitive purchasing requirements are: used equipment, goods for direct resale, travel and training, repair of heavy equipment, software maintenance, support and licenses for existing systems, used equipment purchased at auction authorized by City Council
    - Additional State Statute #67-2806A states that the City may use a Request For Proposal rather than a competitive bidding process. The RFP would include these:
        - Fixed specifications might preclude the discovery of a cost-effective solution
        - Price is not the sole determining factor for selection
        - Factors that may be considered in the evaluation of vendors in a proposal may include, but are not limited to:
            - An innovative solution that is offered;
            - Unique product features
            - Price
            - Vendor experience in the market
            - Financial stability of a vendor
            - Differences among vendors in their ability to perform contact requirements in a timely manner
            - Ability to meet product specifications
            - Product quality
            - Product performance records
            - Past performance by a vendor
            - Future product maintenance or service requirements; and
            - Product warranties

Credit Card Purchases

- Credit cards may be issued to employees designated by the Mayor for purchasing goods and services necessary to conduct their daily work activities.
- Credit cards will be primarily utilized for expenditures less than $5,000.

- All purchases will be conducted in compliance with applicable State Laws governing procurement and City policies.
- In no case will the City Credit Card be used for cash advances.

Loans

Third Part Loans

- Short-term loans (excluding lease/purchase contract) from outside sources (other agencies, banks, etc.) are authorized through City Council action and initiated by the City Council or other designee.
- Long-term loans from outside sources (other agencies, banks, etc.) will first be authorized by a public bond election to be conducted by the county through procedures outlined in Idaho Code.
- Upon repayment of funds, the promissory note is returned to the City Clerk

Investments

The City of Idaho City has access to a state investment pool called Local Government Investment Pool (LGIP) in which funds can be placed to invest in future projects. These funds earn interest monthly. The Treasurer is responsible to transfer funds on an as needed basis, if it is a transfer into the LGIP, with approval by Mayor. Transfers for funds withdrawn from the account should be approved by the city council. The City of Idaho City will allow for other types of investments with approval from the Council as long as the investments are within the parameters of Idaho Code Sections 67-1210 and 67-1210A.

Bank Accounts

Bank accounts are established to meet the needs of the City of Idaho City for separation of funds and the specific requirements of funding sources. Separate accounts for specific federal or state programs, which exceed the FDIC limits, should be collateralized by the bank to ensure the safety of the deposit. All other accounts, where possible, are established to maximize the use and earnings of cash.

- A complete listing of all accounts and the account numbers shall be maintained by the City Treasurer
- Bank reconciliations for each account are completed monthly by the City Treasurer and are witnessed by the Mayor. The bank statements are received by the City Clerk, date stamped, and sent on to the Mayor, unopened to assure that they remain intact.
- Reconciled bank statements are reviewed by the City Council or designee on a monthly basis.
- Outstanding checks more than 90 days old are investigated, replaced, or voided after appropriate documentation has been collected.

OTHER FINANCIAL SAFEGUARDS

Employee Benefits

These procedures are designed to ensure that employees receive the appropriate benefits as specified in the Personnel Manual, Section IV Employee Classifications, Compensation, and Benefits.

Employee Compensatory Time

- Employee balances are maintained by the City Treasurer in the Payroll system and balances are reviewed by the Mayor on a bi-weekly basis. These balances are also included on each employee's paystub.

Property, Inventory and Control

City of Idaho City property inventory procedures provide for management control of City owned property and documentation of property for potential insurance losses and replacement. All property in excess of $500 is included in inventory.

- Property records are maintained to reflect furniture and equipment purchased. The sheet includes the location of the property, description, brand, model and serial numbers, purchase price and vendor information.
- Every month the Administrative Staff will review all paid invoices to determine if any property has been purchased and included on the list.
- All asset inventory is compiled into an asset management data base and monitored annually by the Mayor.
- Equipment to be retired is listed by the department head and approved by the City Council as surplus property with documentation of its disposition noted on the asset addition/deletion sheet and electronically filed in the City Property file.

Fixed Assets

Fixed assets are defined by the City of Idaho City as assets with an initial, individual cost of more than $5,000 and an estimated useful life more than three (3) years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated fixed assets are recorded at estimated fair market value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Property, plant, and equipment are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	10-40
Improvements other than Buildings	7-50
Equipment	5-30

Audits

City of Idaho City is required to have an audit on an annual basis. Periodically, as determined by the City Council, a Request for Proposal is sent to audit firms qualified to provide the type of municipal audit that meets City of Idaho City and/or funder's needs at least every three years or as needed. The City Council is responsible for soliciting bids, interviewing firms, and making the selection of the firm to be awarded the audit contract.

Acceptance of the audit contract will be evidenced by a signed audit engagement letter that contains the type of service to be provided, the timeframe for providing the service, the cost for the service, including incidental expenses, and the term of the engagement.

The audit is reviewed and accepted in detail by the Mayor and City Council as presented by the auditor.

GRANTS AND CONTRACTS

Contract and grant documents are reviewed and approved by appropriate program staff, as well as Administrative Staff, prior to being approved by the City Council and signed by the Mayor.

- The City Council will carefully review each award to ensure the City of Idaho City will be in compliance with all financial provisions.
- The program manager (designated department head) will carefully review each award to ensure that all programmatic provisions will be met.
- Original copies of signed grants and contracts are filed in a contract file at the administration office.
- The Administrative Staff will maintain individual contract files containing copies of the grant/contract, any amendments, relevant correspondence regarding the grant/contract, and reports of expenditures or billings.

BUDGETS

Budgets provide a standard by which to measure performance, encourage planning, and allocate resources in accordance with funding source requirements. Budgets should use reasonable assumptions of income and expenses. All budget assumptions should be documented to facilitate a thorough analysis and evaluation, not only of the budget, but of the actual revenue and expenditures as they relate to the budget. The City of Idaho City follows these procedures in establishing the budget:

- Prior to September 1, the City Treasurer, with the assistance of the department heads, the Mayor and City Council, prepares a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
- Public hearings are conducted at the City Hall to obtain taxpayer comments.
- Prior to October 1, the budget is legally enacted through passage of an ordinance.

- The City Council by following the same budgetary procedures used to adopt the original budget may amend it to a greater amount if additional revenue will accrue to the City as a result of increases in state or federal grants or allocations, as a result of an increase in revenues from any source other than ad valorem tax revenues, or as a result of an increase in enterprise funds to finance the operation and maintenance of government facilities and services which are entirely or predominantly self-supporting by user charges.
- Formal budgetary integration is employed as a management control devise during the year for general, special revenue, debt service, and enterprise funds.
- Budgets for general, special revenue and debt service funds are adopted on a basis consistent with accepted account principles (GAAP). Budgets for enterprise funds are adopted on a non-GAAP basis.
- Budgeted amounts are as originally adopted for each fiscal year ended September 30.
- Expenditures may not legally exceed budgeted appropriations at the fund level.

REPORTING

Reports assist the Mayor, City Council, and funders with the managing and controlling of program activities and financial resources.

- Monthly financial statements, including a revenue and expense report to the City Council.
    - Amendment to State Statue #50-208, #50-708, and #57-135 is that the Treasurer will provide at a regular meeting of the Council, will render an accounting showing the condition of the treasury at the date of such accounting. It shall state the balances of accounts maintained in the city's treasury
- The City Treasurer prepares monthly and quarterly reports as required by funding sources and state law.
    - Amendment to State Statute #50-208, #50-708, and #57-135 is that monthly reporting will be provided within 60 days of the end of the month. Also, the quarterly reports shall be posted on the City's website rather than by Legal Notice in the Official newspaper
- The Mayor or designee will sign all reports to funding sources
- The City Treasurer will prepare and maintain, on a current basis, a listing of reports and due dates for funding sources.
- It is the responsibility of the City Treasurer to ensure that all financial reports are submitted on a timely basis.

RECORDS RETENTION

City of Idaho City sets guidelines on the retention of records, which will meet the requirements of all federal and state agencies, as well as those of other funding sources, Resolution 2017-02.

- Financial records, supporting documents, statistical records, and all other records pertinent to an agreement shall be retained for a period of at least three years with the following qualifications:

    - If any litigation, claim, or audit is started before the expiration of the three-year period, the records shall be retained until all litigations, claims or audit findings involving the records have been resolved.
    - Records for nonexpendable property acquired with federal funds shall be retained for a minimum of three years after its final disposition.
- The retention period starts from the date of the submission of the final expenditure report or, for grants and other agreements that are renewed annually, from the date of submission of the annual financial status report.
- Record retention for Accounting Records will be as follows:
    - Fiscal year-end financial reports are Permanent
    - Records affecting the title to real property are Permanent
    - Executed Contracts are Permanent
    - Claims, canceled checks, warrants, duplicate warrants, purchase orders, vouchers, duplicate receipts, utility, and other financial records are Semi-permanent
    - Cash receipts subject to audit are Temporary
- In no event shall financial records be destroyed until completion of the City's financial audit
- Any destruction of records may only be conducted upon passage of a resolution by the City Council, with the advice of the City Attorney. Approval of the Idaho State Historical Society is only required, if the City wants to purge Historical records. At that time, the Historical Society may want the documents to be transferred to their office.

RISK MANAGEMENT INSURANCE

The City of Idaho City is exposed to various risks of loss related to torts; theft, damage, and destruction of assets; errors and omissions; and natural disasters for which the City carries commercial insurance.

CITY OF IDAHO CITY, STATE OF IDAHO
ORDINANCE NO. 368

AN ORDINANCE OF THE CITY OF IDAHO CITY, BOISE COUNTY, IDAHO, CORRECTING THE ZONING FOR PARCEL 49 ON THE RECORDED PLAT OF MORES CREEK CROSSING; AMENDING THE OFFICIAL ZONING MAP; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council approved the subdivision plat for Mores Creek Crossing and it was recorded as instrument #108540 in the Boise County Recorder's Office on March 21, 1983;

WHEREAS, Parcel 49 on the recorded plat of Mores Creek Crossing is clearly shown as "Commercial";

WHEREAS, the Official Zoning Map of Idaho City was prepared without Parcel 49 of Mores Creek Crossing being designated as "Commercial; and

WHEREAS, the Planning and Zoning Commission held a public hearing on February 17, 2022, regarding to change and correct the zoning of Parcel 49 to Commercial; and

WHEREAS, the Planning and Zoning Commission recommends correcting the zoning for Parcel 49 and amended the zoning map to show it as Commercial.

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

SECTION 1: The zoning of Parcel 49, as depicted on the subdivision plat for Mores Creek Crossing, is hereby changed and zoned as Commercial.

SECTION 2: The City Clerk of Idaho City is directed to alter and amend all use maps and the official zoning map, and any other official maps depicting the zoning of the City of Idaho City, Idaho, in accordance with this ordinance; and

SECTION 3: This ordinance shall be in full force and effect upon the date of its publication as provided by law.

PASSED BY THE COUNCIL of the City of Idaho City this 27 day of April 2022.

APPROVED BY THE MAYOR of the City of Idaho City this 27 day of April 2022.

_____

Kenny Everhart, Mayor

ATTEST:

_____City Clerk

Inst. # 108540.

MORES CREEK CROSSING

A PORTION OF THE IDAHOAN PLACER MINERAL SURVEY 1541,
SITUATED IN THE S.E. 1/4 OF SECTION 28, T.6 N., R.5 E., B.M., BOISE COUNTY, IDAHO
ROYLANCE & ASSOCIATES P.A. – 1982

RESTRICTIVE COVENANTS

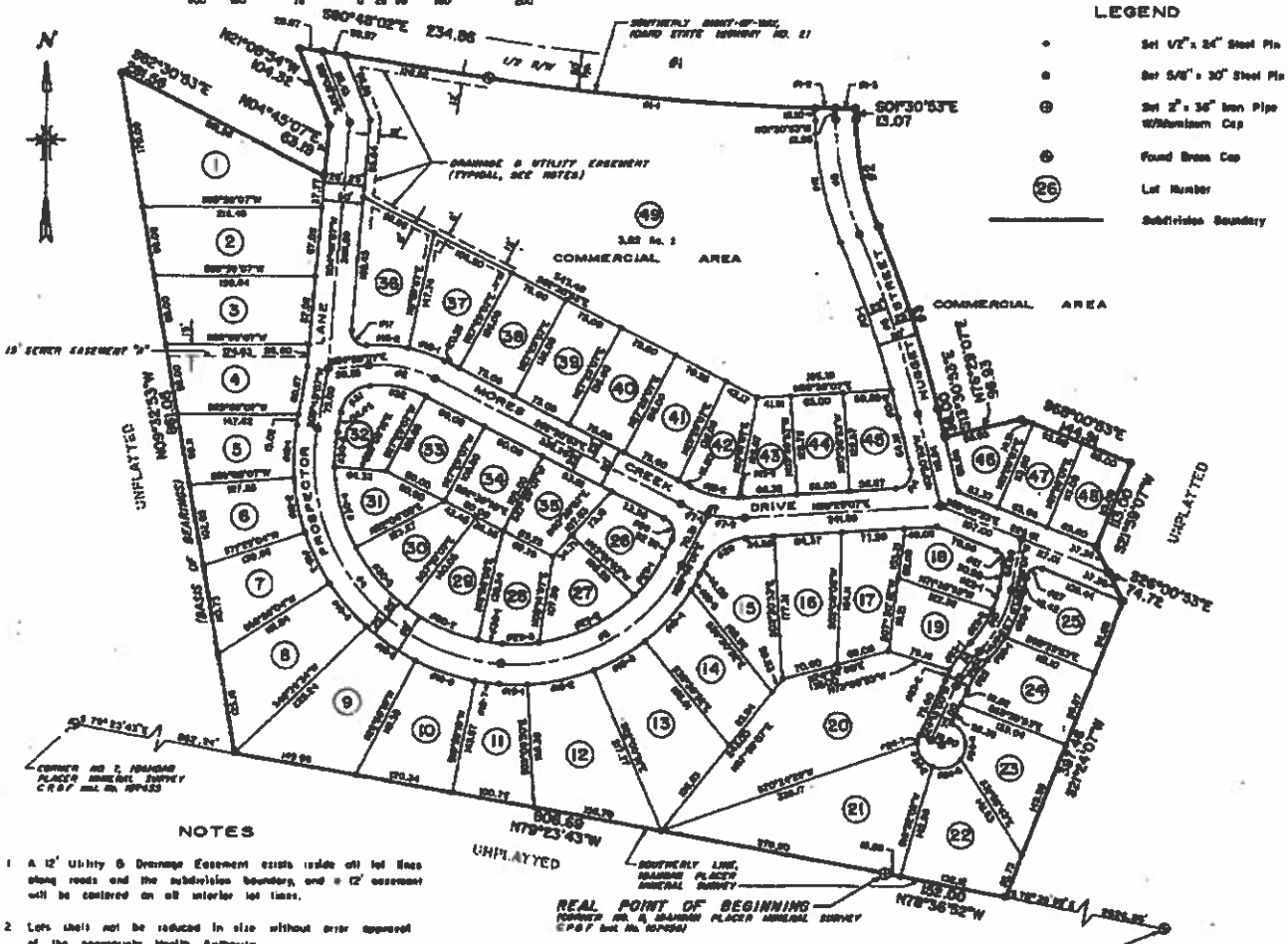
Building and Occupancy shall conform to the standards established by the Restrictive Covenants filed as Instrument No._____, Records of Boise County, Idaho.

CURVE TABLE

NUMBER	CHORD BEARING	CHORD	RADIUS	DELTA	ARC	TANGENT
1	S85°14'44"E	401.05	2014.79	008°33'28"	402.27	232.06
1-1	S84°48'14"E	404.31	2014.79	007°54'24"	402.23	201.43
1-2	S88°37'11"E	25.02	2014.79	000°29'31"	25.02	12.51
1-3	S89°54'40"E	25.02	2014.79	000°29'30"	25.02	12.51
2	N12°00'53"E	139.00	275.00	029°00'00"	137.44	60.50
3	S10°00'53"E	230.30	1025.00	012°00'00"	230.00	115.42
4	S37°00'53"E	360.51	500.00	042°00'00"	414.24	215.53
5	S80°49'07"E	253.04	275.00	052°00'00"	267.04	151.75
6	S70°49'53"E	69.85	200.00	020°00'00"	69.50	43.72
7	S70°00'53"E	90.17	100.00	051°00'00"	87.19	47.00
7-1	N89°10'06"E	35.53	100.00	019°36'06"	35.01	17.99
7-2	S89°49'06"E	49.31	100.00	017°23'04"	48.88	22.95
8	N10°00'53"E	230.30	1000.00	012°00'00"	230.00	115.42
9	N12°00'53"E	149.79	400.00	021°00'00"	148.81	76.14
10	N07°00'07"W	69.00	200.00	020°00'00"	68.30	44.43
11	S34°00'04"E	81.30	100.00	019°48'07"	81.70	38.14
12	S12°00'53"E	134.00	425.00	021°00'00"	133.37	70.77
13	S10°00'53"E	231.45	1475.00	009°00'00"	231.00	115.90
13-1	S10°42'24"E	100.02	1475.00	007°36'55"	100.07	50.15
13-2	S14°12'54"E	30.01	1475.00	001°15'01"	30.02	17.01
14	S30°00'07"W	30.04	80.00	100°00'00"	34.91	23.04
15	N10°00'53"W	60.01	225.00	031°00'00"	67.65	34.07
15-1	N67°59'11"W	6.05	100.00	003°28'07"	6.05	3.02
15-2	N70°30'49"W	60.40	125.00	027°38'02"	61.00	31.10
16	N70°49'53"W	97.04	175.00	032°30'00"	95.77	51.04
16-1	N70°19'53"W	47.00	175.00	015°30'00"	47.34	23.82
16-2	N84°30'53"W	61.15	175.00	017°00'00"	61.53	31.10
17	N45°07'53"W	25.00	57.50	025°46'00"	30.53	15.50
18	S37°49'53"E	605.30	275.00	090°00'00"	456.97	289.11
19-1	S82°54'07"W	68.02	275.00	013°30'00"	68.40	33.30
19-2	S14°10'24"E	49.41	275.00	014°30'03"	50.00	24.90
19-3	S23°40'08"E	68.41	275.00	014°30'00"	68.20	34.30
19-4	S49°32'24"E	79.07	275.00	016°43'57"	79.31	39.88
19-5	S65°20'51"E	73.05	275.00	015°16'57"	73.25	36.83
19-6	S71°00'10"E	76.54	275.00	015°56'00"	76.39	38.46
19-7	N82°53'01"E	28.69	275.00	006°18'03"	28.68	14.36
19	N88°09'07"E	278.00	250.00	064°00'00"	264.11	150.03
19-1	N88°55'01"E	34.15	250.00	007°48'57"	34.10	17.11
19-2	S77°20'10"E	82.53	250.00	019°00'01"	82.00	41.54
19-3	S59°41'09"E	71.78	250.00	016°30'01"	71.50	36.05
19-4	S41°44'01"E	64.60	250.00	016°30'15"	65.10	32.67
19-5	S29°24'01"E	22.02	250.00	005°02'47"	22.03	11.02
20	N88°50'07"E	96.01	60.21	093°40'00"	82.10	54.93
21	S20°30'53"E	18.00	15.00	070°00'00"	20.00	11.57
22	S27°09'07"W	76.59	150.00	033°00'00"	77.73	39.99
23-1	S10°30'31"W	26.25	150.00	010°00'48"	26.31	13.21
23-2	S33°20'31"W	49.17	150.00	020°30'12"	49.44	25.00
23	S24°00'04"W	96.03	150.00	019°46'07"	96.83	49.75
23-1	S30°30'34"W	42.07	150.00	016°30'00"	42.19	21.21
23-2	S08°06'36"W	14.74	150.00	005°37'11"	14.74	7.38
24	N82°13'00"E	42.43	30.00	070°00'00"	241.30	---
24-1	S14°51'40"W	9.79	30.00	018°41'00"	9.86	4.94
24-2	S61°00'30"E	30.02	30.00	072°17'00"	30.38	17.32
24-3	S75°03'15"E	36.74	30.00	074°10'15"	38.51	22.73
24-4	N13°30'30"E	47.10	30.00	101°41'02"	54.23	35.10
25	N34°00'04"E	48.35	150.00	018°46'07"	48.58	23.97
26	N27°09'07"E	83.73	150.00	032°00'00"	82.64	43.00
26-1	N37°00'00"E	34.58	150.00	013°00'00"	34.65	17.34
26-2	N21°00'00"E	80.14	150.00	030°35'04"	80.48	39.96
27	N61°00'07"E	23.15	15.00	101°00'00"	20.44	13.29
28	N17°00'13"E	30.19	20.00	085°30'00"	31.10	19.27
29	S00°00'07"W	223.60	100.00	088°00'00"	231.28	134.00
29-1	S35°00'07"W	98.57	200.00	041°00'00"	100.49	50.49
29-2	S65°00'00"W	130.93	300.00	024°00'04"	133.03	66.07
29-3	S80°00'00"W	44.12	300.00	008°30'00"	44.11	22.09
30	N17°40'53"E	331.17	221.00	085°00'00"	371.06	228.04
30-1	N61°13'13"W	30.94	275.00	001°47'00"	30.97	15.51
30-2	N65°00'53"W	93.74	225.00	024°34'00"	94.47	48.09
30-3	N80°21'14"W	97.01	225.00	024°53'00"	97.78	49.67
30-4	S14°30'18"W	153.48	225.00	038°34'00"	156.30	81.16
30-5	N84°00'00"E	43.70	225.00	011°10'00"	43.68	22.00
31	N67°24'07"E	49.62	60.00	094°10'00"	53.37	31.31
32	S18°40'53"E	89.90	125.00	054°30'00"	70.90	38.43

SANITARY RESTRICTIONS IN FORCE UNDER TITLE 50, CHAPTER 13, IDAHO CODE

Marlin O. Jones — E.H.S. 10-12-82 — E.H.S.



LEGEND

- Set 1/2" x 24" Steel Pin
- Set 5/8" x 30" Steel Pin
- Set 2" x 36" Iron Pipe w/Aluminum Cap
- Found Brass Cap
- (26) Lot Number
- Subdivision Boundary

NOTES

1. A 12' Utility & Drainage Easement exists inside all lot lines along roads and the subdivision boundary, and a 12' easement will be centered on all interior lot lines.
2. Lots shall not be reduced in size without prior approval of the appropriate Health Authority.
3. All areas shown are approximate and for tax purposes only.
4. Utility & Drainage Easements along roads may also be used as a road right-of-way easement and for snow storage.
5. All roads shown hereon are private roads and do not conform to Boise County standards. Therefore no services (except emergency in nature) will be provided by the County. However, roads will be constructed to Idaho City construction standards.
6. Right-of-way information for Idaho State Highway No. 21 taken from sheet 11 of plans for Section M, Route No. 25 and sheet 4 of plans for Section G, Route No. 25.

ACREAGE TABLE

LOT	AREA	LOT	AREA	LOT	AREA	LOT	AREA
1	0.55 Ac. ±	15	0.43 Ac. ±	29	0.50 Ac. ±	37	0.55 Ac. ±
2	0.41 Ac. ±	16	0.31 Ac. ±	30	0.50 Ac. ±	38	0.53 Ac. ±
3	0.37 Ac. ±	17	0.30 Ac. ±	31	0.19 Ac. ±	39	0.53 Ac. ±
4	0.38 Ac. ±	18	0.30 Ac. ±	32	0.50 Ac. ±	40	0.53 Ac. ±
5	0.38 Ac. ±	19	0.21 Ac. ±	33	0.21 Ac. ±	41	0.53 Ac. ±
6	0.33 Ac. ±	20	0.21 Ac. ±	34	0.21 Ac. ±	42	0.19 Ac. ±
7	0.29 Ac. ±	21	0.21 Ac. ±	35	0.19 Ac. ±	43	0.16 Ac. ±
8	0.30 Ac. ±	22	0.27 Ac. ±	36	0.20 Ac. ±	44	0.18 Ac. ±
9	0.40 Ac. ±	23	0.60 Ac. ±	37	0.19 Ac. ±	45	0.19 Ac. ±
10	0.34 Ac. ±	24	0.20 Ac. ±	38	0.19 Ac. ±	46	0.17 Ac. ±
11	0.30 Ac. ±	25	0.30 Ac. ±	39	0.30 Ac. ±	47	0.17 Ac. ±
12	0.47 Ac. ±	26	0.29 Ac. ±	40	0.31 Ac. ±	48	0.17 Ac. ±

MORES CREEK CROSSING

CERTIFICATE OF OWNERS

KNOW ALL MEN BY THESE PRESENTS: That ESCO, INCORPORATED, an Idaho Corporation, is the owner of the real property hereinafter described.

A portion of the IDAHOAN PLACER MINERAL SURVEY 1541, said portion being situated in the Southeast 1/4 of Section 26, Township 6 North, Range 5 East, Boise Meridian, Boise County, Idaho, described as follows:

Commencing at a found brass cap monumenting Corner No. 7 of said IDAHOAN PLACER MINERAL SURVEY 1541, thence along the southerly line of said mineral survey S79°-23'-43"E a distance of 1668.93 feet to a set aluminum capped iron pipe monumenting Corner No. 8 of said mineral survey (from which a found brass cap monumenting Corner No. 9 of said mineral survey bears S78°-36'-52"E a distance of 2778.86 feet), said Corner No. 8 being the REAL POINT OF BEGINNING.

Thence continuing along the southerly line of said IDAHOAN PLACER MINERAL SURVEY 1541 N79°-23'-43"W a distance of 806.69 feet to a set steel pin,
Thence leaving said southerly line N09°-32'-53"W a distance of 881.05 feet to a set steel pin,
Thence S62°-30'-53"E a distance of 281.56 feet to a set steel pin,
Thence N04°-45'-07"E a distance of 63.19 feet to a set steel pin,
Thence N21°-08'-34"W a distance of 104.32 feet to a set steel pin on the southerly right-of-way of Idaho State Highway 21,
Thence along said southerly right-of-way the following courses:
S80°-48'-02"E a distance of 234.86 feet to a found brass cap,
Thence southeasterly 452.27 feet along the arc of a circular curve concave to the northeast, said curve having a radius of 2914.79 feet, a central angle of 8°-53'-25" and a long chord that bears S85°-14'-44"E a chord distance of 451.82 feet to a set steel pin,
Thence leaving said southerly right-of-way S01°-30'-53"E a distance of 13.07 feet to a set steel pin,
Thence southeasterly 137.44 feet along the arc of a circular curve concave to the northeast, said curve having a radius of 375.00 feet, a central angle of 21°-00'-00" and a long chord that bears S12°-00'-53"E a chord distance of 136.68 feet to a set steel pin,
Thence southeasterly 239.55 feet along the arc of a circular curve concave to the southwest, said curve having a radius of 1325.00 feet, a central angle of 09°-00'-00" and a long chord that bears S18°-00'-53"E a chord distance of 239.30 feet to a set steel pin,
Thence S13°-30'-53"E a distance of 36.00 feet to a set steel pin,
Thence N76°-29'-07"E a distance of 96.93 feet to a set steel pin,
Thence S68°-00'-53"E a distance of 144.91 feet to a set steel pin,
Thence S21°-59'-07"W a distance of 113.00 feet to a set steel pin,
Thence S28°-00'-53"E a distance of 74.72 feet to a set steel pin,
Thence S21°-24'-07"W a distance of 397.46 feet to a set steel pin on the southerly line of said IDAHOAN PLACER MINERAL SURVEY 1541,
Thence along said southerly line N78°-36'-52"W a distance of 152.00 feet to the REAL POINT OF BEGINNING.

The above described tract of land contains 20.83 acres, more or less, subject to all existing easements and rights-of-way. Public utility easements are not dedicated to the public, however the right of access to and use of public utility easements required to service all lots within this platting is perpetually reserved.

HARR N. SMITH JR., President, ESCO, INCORPORATED

RUTH O. WARFIELD, Secretary, ESCO, INCORPORATED

ACKNOWLEDGEMENT

STATE OF IDAHO)
COUNTY OF BOISE) ss

On this 15th day of October, A.D. 19 82, before me, the undersigned, a Notary Public in and for said state, personally appeared HARR N. SMITH JR. and RUTH O. WARFIELD, known to me to be the president and secretary of ESCO, INCORPORATED, an Idaho corporation who executed the within instrument and acknowledged to me that said corporation executed the same.

Notary Public for the State of Idaho

Residing at Boise, Idaho
My Commission expires February 6, 1984

APPROVAL OF CENTRAL DISTRICT HEALTH DEPARTMENT

Sanitary restrictions of this plat are hereby removed according to the letter to be read on file with the County Recorder or his agent listing the conditions of approval.

by _____

CERTIFICATE OF COUNTY TREASURER

I, the undersigned, County Treasurer in and for the County of Boise, State of Idaho, per the requirements of I. C. 50-1308, do hereby certify that any and all current and/or delinquent County Property Taxes for the Property included in this proposed subdivision have been paid in full. This certificate is valid for thirty (30) days only.

County Treasurer

Date November 17, 1982

CERTIFICATE OF SURVEYOR

I, ERNEST M. WARNER, do hereby certify that I am a Registered Land Surveyor, licensed by the State of Idaho, and that this plat of "MORES CREEK CROSSING" as described in the "Certificate of Owners" was drawn from an actual survey made on the ground under my supervision, and this plat accurately represents the points platted thereon and is in conformity with the State of Idaho Code relating to Plats and Surveys.

ERNEST M. WARNER L.S. 4585

CERTIFICATE OF IDAHO CITY ENGINEER

Accepted and approved this _____ day of _____, A.D. 19____, by the Engineer of the City of Idaho City, Boise County, Idaho.

Idaho City Engineer

APPROVAL OF CITY COUNCIL

I, the undersigned, City Clerk in and for the City of Idaho City, Idaho, do hereby certify that a regular meeting of the City Council held on the 11th day of October, A.D. 19 82, this plat of "MORES CREEK CROSSING" was duly accepted and approved.

by _____

CERTIFICATE OF COUNTY ENGINEER

I, the undersigned, County Engineer for Boise County, Idaho, do hereby certify that I have checked this plat of "MORES CREEK CROSSING" and that it complies with the State of Idaho Code relating to Plats and Surveys.

Boise County Engineer

CERTIFICATE OF THE BOARD OF COUNTY COMMISSIONERS

Accepted and approved this 8th day of November, A.D. 1982 by the Board of County Commissioners of Boise County, Idaho.

Chairman

[redacted]

COUNTY RECORDER'S CERTIFICATE

INSTRUMENT NUMBER 101540

STATE OF IDAHO)
COUNTY OF BOISE) ss

I hereby certify that this plat of "MORES CREEK CROSSING" was filed at the request of _____ at 35 minutes past 3 o'clock P.M., this 24 day of November, A.D. 19 82, in my office and was duly recorded as instrument number 101540

Deputy
Fee $10.00

Ex-officio Recorder

MORES CREEK CROSSING - SHEET 1 OF 1

City of Idaho City Planning and Zoning Commission
Zoning and Map Correction for Parcel in Mores Creek Crossing Subdivision

Findings of Fact, Conclusions and Recommendation to the Idaho City Council

February 17, 2022

Findings of Fact

1. The City Council approved the subdivision plat for Mores Creek Crossing and it was recorded as instrument #108540 in the Boise County Recorder's Office on March 21, 1983.
2. Parcel 49 on the recorded plat of Mores Creek Crossing is clearly shown as "Commercial".
3. The Official Zoning Map of Idaho City was prepared without Parcel 49 of Mores Creek Crossing being designated as "Commercial".
4. A public hearing was scheduled to discuss correction of this error on the Official Zoning Map.
5. Legal notice of the public hearing was published in the Idaho World on February 2, 2022.
6. The Planning and Zoning Commission conducted a public hearing on the application on February 17, 2022.
7. Public testimony was presented on February 17, 2022, by City Clerk Nancy Ptak and City Attorney Joan Callahan explaining the error made to the Official Zoning Map and the owner expressed their intent the parcel remains a commercial parcel.
8. No one appeared to present any testimony during the public hearing.
9. The public hearing was closed.
10. The Planning and Zoning Commission deliberated towards a decision.

Conclusions

1. The City Council to approve the Mores Creek Crossing subdivision plat with parcel 49 shown as commercial.

Decision and Recommendation to the City of Idaho City Mayor and City Council

Based upon the Findings of Fact and Conclusions of Law contained herein the Planning and Zoning Commission recommends the City Council approve the correction to the "Official Zoning Map" to reflect Parcel 49 of Mores Creek Crossing Subdivision being a "Commercial" property.

APPROVED this 17th day of February, 2022.

PLANNING AND ZONING COMMISSION
CITY OF IDAHO CITY, IDAHO

Rora A. Canody

Rora A. Canody, Chair

City of Idaho City Planning and Zoning Commission
Zoning upon Annexation for Jason and Courtney Roeber
6 Proffer Lane, Idaho City, ID

Findings of Fact, Conclusions and Recommendation to the Idaho City Council

February 17, 2022

Findings of Fact

1. The application and fees were paid and deemed complete by the P&Z Administrator on July 1, 2019.
2. The applicants are requesting a zoning designation of "Residential" for their parcel (formerly known as RP06N05E263596); with the corresponding change to the Official Zoning Map of Idaho City to reflect their residential zoning designation.
3. This parcel is adjacent to the current city limits of Idaho City.
4. The applicants received approval by the City Council for annexation on June 26, 2019.
5. The applicants have connected to City water and sewer services for their new home; and, have electricity.
6. Legal notice of the public hearing was published in the Idaho World on February 2, 2022
7. The Planning and Zoning Commission conducted a public hearing on the application on February 17, 2022.
8. Public testimony was presented on February 17, 2022, by the applicant, Jason Roeber.
9. No one from the public presented any testimony during the public hearing.
10. The public hearing was closed.
11. The Planning and Zoning Commission deliberated towards a decision.

Conclusions

1. All City Ordinance requirements were met by the applicants.

Decision and Recommendation to the City of Idaho City Mayor and City Council

Based upon the Findings of Fact and Conclusions of Law contained herein the Planning and Zoning Commission recommends the City Council approve the request of the applicant for the Zoning Designation of "Residential" for their parcel and the corresponding change to the Official Zoning Map of Idaho City to reflect the residential zoning designation.

APPROVED this 17th day of February, 2022.

PLANNING AND ZONING COMMISSION
CITY OF IDAHO CITY, IDAHO

Rora A. Canody

Rora A. Canody, Chair

BOISE COUNTY TAXING DISTRICT
NOTICE OF PUBLIC BUDGET HEARING

Taxing District: City of Idaho City

Hearing Date: August 24, 2022 Hearing Time: 6:00 pm

Hearing Location & Address:
511 Main Street, Idaho City, IDAHO
City Hall

Contact Person: Nancy L Ptak

POC Phone: 208-392-4584 POC Email: idahocityclerk@gmail.com

This report is due by April 30, 2022 to the Boise County Clerk. Please also submit the following information.

Board Member	Phone No.	Email	Length of term	Term Expires
Ken Everhart	208 509 0458	idahocitymayor1@gmail.com	4	2026
Tom Secor Jr	208 861 2330	idahocitycouncil1@gmail.com	4	2024
David Martin	208 409 4129	idahocitycouncil4@gmail.com	4	2026
Ashley Elliott	208-914-1116	idahocitycouncil02@gmail.com	4	2026
Mari Adams	925 234 8449	idahocitycouncil3@gmail.com	2	2024

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 forgone amounts will not increase to compensate for the freeze.

City of Idaho City
2nd Quarterly Financial Report
Fiscal Year-to-Date as
March 31, 2022

GENERAL GOVERNMENT	OPERATING EXPENSES	REVENUE	AMOUNT BUGETED	PERCENTAGE OF APPROPRIATIONS
Administative	$ 68,581.27	$ 145,202.60	$ 149,496.00	45.87%
Law Enforcement	$ 87,558.98	$ 2,519.62	$ 244,277.00	35.84%
Total Government	**$ 156,140.25**	**$ 147,722.22**	**$ 393,773.00**	39.65%
Street Fund	$ 18,880.35	$ 45,924.95	$ 69,320.00	27.24%
Water Fund	$ 365,618.46	$ 354,614.91	$ 607,922.00	60.14%
Water Bond	$ -	$ -	$ 63,400.00	0.00%
Sewer Fund	$ 58,742.05	$ 45,297.77	$ 184,213.00	31.89%
BUDGET TOTAL	**$ 599,381.11**	**$ 593,559.85**	**$1,318,628.00**	45.45%

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

Nancy L Ptak
City Clerk-Treasurer
January 26, 2022

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

For the Accounting Period: 3 / 22

10 GENERAL FUND

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
	31100	Property Taxes	8,390.92	69,370.85	97,287.00	-27,916.15	71
	31200	Property Tax Penalty and Interest	797.41	1,363.88	2,239.00	-875.12	71
	31400	Court Revenue	1,231.65	2,519.62	4,300.00	-1,780.38	71
	32100	Beer Licenses			1,050.00	-1,050.00	70
	32200	Liquor Licenses			1,200.00	-1,200.00	69
	32300	Wine Licenses			975.00	-975.00	68
	32400	Business Licenses		3,673.00	3,208.00	465.00	70
	32500	Vendors Permits	64.70	2,007.20	1,650.00	357.20	71
	32600	Catering Permits	40.00	40.00	160.00	-120.00	70
	32700	Building Permits	5,110.00	22,168.81	12,500.00	9,668.81	81
	32800	Animal Licenses	10.50	135.75	532.00	-396.25	81
	32900	Idaho Power Storage Space			500.00	-500.00	81
	33500	State Liquor Appropriation		13,782.00	29,680.00	-15,898.00	74
	33700	State Sales Tax			12,072.00	-12,072.00	69
	33800	State Revenue Sharing		22,910.81	48,172.00	-25,261.19	64
	33940	Law Enforcement Grants			76,000.00	-76,000.00	47
	33950	CLG Grant (Historic)			12,500.00	-12,500.00	45
	33955	PARKS AND REC GRANT REVENUE			2,500.00	-2,500.00	45
	34140	Copy Fees			25.00	-25.00	45
	34210	Event Fees- Law Enforcement			1,000.00	-1,000.00	45
	34410	Cemetery Plots		2,925.00	2,000.00	925.00	46
	34500	PLANNING and ZONING FEES		50.00	2,000.00	-1,950.00	45
	36100	Checking Interest	2.41	14.02	150.00	-135.98	45
	36200	Savings Interest			176.00	-176.00	45
	36400	LGIP MONTHLY-reinvestment			2,421.00	-2,421.00	45
	36500	Misc Receipts			10,000.00	-10,000.00	43
	36720	Donations-Cemetery		3.05		3.05	43
	37200	Community Hall Rentals	84.00	1,381.42	3,750.00	-2,368.58	43
	37300	Community Hall Cleaning Deposit	150.00	550.00	900.00	-350.00	43
	37400	Community Hall Rental Sales Tax	5.04	72.71	147.00	-74.29	43

For the Accounting Period: 3 / 22

10 GENERAL FUND

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
	37800	Power Reimb-Visitor's Center		910.36	2,250.00	-1,339.64	43
	37900	CARRYOVER			50,604.00	-50,604.00	38
							38
41000		GENERAL GOVERNMENT					
	190	Payroll & Taxes Expense			100.00	100.00	38
		Total Account			100.00	100.00	
41500		Administrative					
	110	Employee Salary	1,844.14	7,880.77	15,853.00	7,972.23	38
	111	Council Salary	600.00	3,000.00	7,200.00	4,200.00	38
	112	Mayor's Expense Account			500.00	500.00	38
	190	Payroll & Taxes Expense			150.00	150.00	38
	210	FICA and Medicare	187.01	832.52	1,763.00	930.48	38
	220	Health & Life Insurance	88.82	963.08	840.00	-123.08	38
	240	Retirement	205.32	888.59	1,609.00	720.41	38
	260	Worker's Compensation		487.00	1,437.00	950.00	38
	300	PURCHASED PROFESSIONAL SERVICES			140.00	140.00	38
	305	Office Supplies	17.96	460.76	2,000.00	1,539.24	38
	310	Postage		165.60	325.00	159.40	38
	320	Website - Municipal Impact			270.00	270.00	38
	330	Office Equipment	1,786.75	2,221.04	3,000.00	778.96	39
	340	Professional Fees			103.00	103.00	39
	341	Solid Waste Fees		874.79	1,530.00	655.21	39
	350	IT Services	195.90	3,136.16	4,500.00	1,363.84	39
	360	Community Hall Deposit Refund		250.00	900.00	650.00	39
	370	Bank Charges		625.25	579.00	-46.25	39
	390	Misc Expense	10,039.00	11,616.22	16,000.00	4,383.78	40
	405	DIVISION of BUILDING SAFTEY	1,778.55	4,517.43	5,000.00	482.57	41
	410	Historic District Expense			12,500.00	12,500.00	40
	420	Liability/Property Insurance		1,346.24	1,346.00	-0.24	40
	430	Auditor Fees			2,600.00	2,600.00	40
	440	Publishing & Printing	55.08	145.63	340.00	194.37	40

For the Accounting Period: 3 / 22

10 GENERAL FUND

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
	450	Travel & Mileage		79.12	500.00	420.88	40
	460	Dues & Subscriptions		85.00	483.00	398.00	40
	470	Training			750.00	750.00	40
	490	Telephone Services - SIMPLII	164.86	634.24	1,000.00	365.76	40
	491	CENTURY LINK - internet services	86.34	201.45	500.00	298.55	40
	492	CELL PHONES - VERIZON WIRELESS	108.86	657.88	1,759.00	1,101.12	40
	493	COUNCIL IPads - VERIZON WIRELESS	120.02	360.06	750.00	389.94	40
	500	OTHER PURCHASED SERVICES		855.00	932.00	77.00	40
	520	Office Equip Repair & Maint.		10.09	1,300.00	1,289.91	40
	560	Cemetery Expense			7,105.00	7,105.00	39
	570	Attorney Fees	720.72	4,650.19	7,240.00	2,589.81	39
	590	Sales/Use Tax Payable		264.36	656.00	391.64	39
	600	SUPPLIES			500.00	500.00	39
	610	Supplies - Fund Specific		90.24	200.00	109.76	39
	611	Supplies - Cleaning - Buildings		734.03	1,700.00	965.97	39
	620	Repairs - Visitor's Center	689.79	689.79	1,500.00	810.21	39
	621	Repairs - Community Hall	4,000.00	4,662.00	5,000.00	338.00	40
	623	Repairs - City Hall	128.00	250.00	1,500.00	1,250.00	40
	631	Administrative Maintenance		169.51	350.00	180.49	40
	640	Vehicle Expense		9,780.00		-9,780.00	42
	650	Propane - City Hall	69.81	348.49	500.00	151.51	42
	670	Power - City Hall	147.49	1,089.48	1,600.00	510.52	42
	673	Power - Community Hall	521.28	2,359.07	4,000.00	1,640.93	42
	674	Power - Visitor's Center	330.93	1,695.83	3,200.00	1,504.17	42
	810	CASH IN BANK Carry over	2,028.10	2,028.10	20,093.00	18,064.90	41
	910	Ordinance Codification			1,893.00	1,893.00	41
	915	PLANNING and ZONING EXPENSES	108.00	138.72	1,000.00	861.28	41
	930	Parks & Rec Expenses	229.58	1,069.63	2,000.00	930.37	41
	940	Historic District Expenses			1,000.00	1,000.00	41
		Total Account	26,252.31	72,313.36	149,496.00	77,182.64	48
42100		Law Enforcement					

For the Accounting Period: 3 / 22

10 GENERAL FUND

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
			---------- Current Year ----------				
	110	Employee Salary	15,789.40	58,650.40	162,393.00	103,742.60	40
	210	FICA and Medicare	1,207.90	4,486.79	7,833.00	3,346.21	40
	220	Health & Life Insurance	832.88	4,394.13	7,921.00	3,526.87	40
	240	Retirement	1,456.50	5,574.70	6,237.00	662.30	40
	260	Worker's Compensation		1,919.00	2,102.00	183.00	41
	305	Office Supplies			100.00	100.00	41
	330	Office Equipment	334.15	334.15	1,306.00	971.85	41
	380	Uniform Expense	1,368.00	2,709.00	3,500.00	791.00	41
	420	Liability/Property Insurance		3,197.32	3,196.00	-1.32	41
	430	Auditor Fees			12,000.00	12,000.00	40
	450	Travel & Mileage		135.60	300.00	164.40	40
	460	Dues & Subscriptions		200.00	150.00	-50.00	40
	470	Training		3,618.06	3,000.00	-618.06	41
	480	Fuel & Oil	523.39	2,900.31	5,000.00	2,099.69	41
	492	CELL PHONES - VERIZON WIRELESS	639.78	1,622.62	3,500.00	1,877.38	41
	540	Equipment Repairs			139.00	139.00	41
	570	Attorney Fees		3,000.00	9,000.00	6,000.00	41
	610	Supplies - Fund Specific		97.18	500.00	402.82	41
	615	New Equipment		2,759.81	4,000.00	1,240.19	41
	640	Vehicle Expense	126.84	11,246.59	10,000.00	-1,246.59	42
		Total Account	22,278.84	106,845.66	242,177.00	135,331.34	44
	38300	Lease Agreement Payments			500.00	-500.00	42
	38500	Idaho Power Franchise	76.80	2,857.76	7,325.00	-4,467.24	42
	38700	EMT Building Lease			1,000.00	-1,000.00	42
	38900	Law Contracts			2,000.00	-2,000.00	42
	39700	Fire District Lease		1,000.00	1,000.00		42
							33

For the Accounting Period: 3 / 22

20 STREET FUND

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
			---------- Current Year ----------				
	31100	Property Taxes	3,582.99	29,811.58	41,694.00	-11,882.42	43
	31200	Property Tax Penalty and Interest	341.75	472.48	1,000.00	-527.52	43
	31300	Personal Property Tax Replacement	0.75	2,333.25	4,462.00	-2,128.75	43
	33100	Restricted Highway Fund			5,292.00	-5,292.00	43
	33200	Highway Users Revenue		11,823.03	16,872.00	-5,048.97	43
							64
43200		Street					
	110	Employee Salary	873.64	3,863.38	7,378.00	3,514.62	44
	210	FICA and Medicare	66.85	295.57	564.00	268.43	44
	220	Health & Life Insurance	216.69	1,220.22	2,269.00	1,048.78	44
	240	Retirement	104.30	458.38	881.00	422.62	44
	260	Worker's Compensation		530.00	530.00		44
	420	Liability/Property Insurance		336.56	336.00	-0.56	44
	430	Auditor Fees			600.00	600.00	44
	440	Publishing & Printing		146.78	117.00	-29.78	44
	480	Fuel & Oil	55.39	922.51	1,791.00	868.49	44
	540	Equipment Repairs	387.58	1,707.10	8,000.00	6,292.90	43
	610	Supplies - Fund Specific	14.79	21.78		-21.78	43
	612	Supplies - SHOP PUBLIC WORKS		42.46	500.00	457.54	43
	613	Small Tools			150.00	150.00	43
	614	Signs			497.00	497.00	43
	615	New Equipment			5,000.00	5,000.00	43
	630	Maintenance and Operations		1,105.15	2,000.00	894.85	43
	632	Dust Abatement			10,000.00	10,000.00	43
	633	Snow Removal - Streets	450.00	1,848.70	2,000.00	151.30	43
	634	Boardwalk Repairs			1,500.00	1,500.00	43
	635	Street Maintenance			6,890.00	6,890.00	42
	640	Vehicle Expense	205.36	353.79	402.00	48.21	42
	652	Propane - water and sewer			22.00	22.00	42
	672	Power-Street Lights	380.23	2,100.93	4,710.00	2,609.07	42

For the Accounting Period: 3 / 22

20 STREET FUND

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
	675	Power - Shop	13.81	78.71	500.00	421.29	42
	741	Grader Payment		5,773.21	11,547.00	5,773.79	42
	742	Backhoe Payments	367.65	735.30	1,136.00	400.70	43
		Total Account	3,136.29	21,540.53	69,320.00	47,779.47	31

For the Accounting Period: 3 / 22

51 WATER FUND

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
	34800	Users Fees	21,618.90	131,785.44	282,672.00	-150,886.56	43
	34810	Hook-up Fees	3,527.83	3,691.72	21,000.00	-17,308.28	43
	34820	On/Off Fees		70.00	250.00	-180.00	43
	34840	Special Users Hook-up Fees			500.00	-500.00	43
	34850	Users Late Fees	339.75	1,179.72	2,500.00	-1,320.28	43
	34860	RV Dump Donations		152.60	1,000.00	-847.40	43
	36900	Misc Revenue		-8.71		-8.71	43
							44
43400		Water					
	110	Employee Salary	13,272.89	57,152.85	114,957.00	57,804.15	44
	111	Council Salary	600.00	2,100.00	3,600.00	1,500.00	44
	113	Certified Plant Operator	544.80	2,554.68	5,564.00	3,009.32	44
	210	FICA and Medicare	1,061.21	4,532.59	9,069.00	4,536.41	44
	220	Health & Life Insurance	2,354.21	13,176.76	24,075.00	10,898.24	44
	240	Retirement	1,656.45	7,056.16	13,336.00	6,279.84	44
	260	Worker's Compensation		671.00	2,451.00	1,780.00	44
	305	Office Supplies		520.80	750.00	229.20	44
	310	Postage		463.68	900.00	436.32	44
	320	Website - Municipal Impact			206.00	206.00	44
	330	Office Equipment	3,725.66	4,612.99	5,000.00	387.01	44
	340	Professional Fees			2,000.00	2,000.00	44
	341	Solid Waste Fees		513.46	800.00	286.54	44
	342	Professional Services			100.00	100.00	44
	350	IT Services	326.50	4,465.09	7,000.00	2,534.91	44
	420	Liability/Property Insurance		6,058.08	6,056.00	-2.08	44
	430	Auditor Fees			4,800.00	4,800.00	44
	440	Publishing & Printing	64.32	285.85	350.00	64.15	44
	450	Travel & Mileage			600.00	600.00	44
	460	Dues & Subscriptions		1,220.00	1,186.00	-34.00	44
	470	Training			1,000.00	1,000.00	44

For the Accounting Period: 3 / 22

51 WATER FUND

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
			Current Year				
	480	Fuel & Oil	184.65	3,075.12	4,750.00	1,674.88	44
	490	Telephone Services - SIMPLII	219.82	914.28	1,400.00	485.72	44
	491	CENTURY LINK - internet services	265.12	630.80	1,500.00	869.20	44
	492	CELL PHONES - VERIZON WIRELESS	181.44	535.52	1,237.00	701.48	44
	493	COUNCIL IPads - VERIZON WIRELESS	200.06	595.18	2,000.00	1,404.82	44
	520	Office Equip Repair & Maint.		21.74	3,000.00	2,978.26	44
	540	Equipment Repairs		686.65	5,000.00	4,313.35	44
	570	Attorney Fees	720.72	4,650.19	6,880.00	2,229.81	44
	580	Engineers Fees	6,484.84	20,302.51	15,000.00	-5,302.51	45
	610	Supplies - Fund Specific		461.47	1,000.00	538.53	45
	612	Supplies - SHOP PUBLIC WORKS	53.82	104.44	1,200.00	1,095.56	45
	615	New Equipment		6,991.25	8,000.00	1,008.75	45
	630	Maintenance and Operations		7,358.77	13,000.00	5,641.23	45
	631	Administrative Maintenance		705.25	6,377.00	5,671.75	45
	640	Vehicle Expense			7,000.00	7,000.00	45
	650	Propane - City Hall	111.68	111.68	54.00	-57.68	45
	651	Propane-Shop			600.00	600.00	45
	652	Propane - water and sewer		807.17	400.00	-407.17	45
	671	Power WATER AND SEWER	2,166.03	10,784.76	16,163.00	5,378.24	45
	680	Chemicals	659.18	8,149.73	6,000.00	-2,149.73	46
	681	Water Tests	18.00	340.00	3,500.00	3,160.00	46
	710	Capital Outlay			26,000.00	26,000.00	45
	720	Water Improvement Project	27,181.75	209,011.57		-209,011.57	58
	742	Backhoe Payments	1,372.57	2,745.14	4,865.00	2,119.86	58
	820	Contingency Fund			4,783.00	4,783.00	58
	850	Water Bond & Reserve-USDA			27,063.00	27,063.00	57
	910	Ordinance Codification		250.00	250.00		57
		Total Account	63,425.72	384,617.21	370,822.00	-13,795.21	104
43450		Water Bond					
	430	Auditor Fees			500.00	500.00	57
	720	Water Improvement Project			300,000.00	300,000.00	48

For the Accounting Period: 3 / 22

51 WATER FUND

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
		Total Account			300,500.00	300,500.00	
	38200	DEQ Loan-Water Bond			63,400.00	-63,400.00	46
	38250	USDA-GRANT FUNDS	16,407.00	282,948.00	300,000.00	-17,052.00	53
							78

For the Accounting Period: 3 / 22

52 SEWER FUND

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
			Current Year				
	34800	Users Fees	13,281.39	79,249.76	160,373.00	-81,123.24	53
	34810	Hook-up Fees	3,527.83	3,691.72	21,000.00	-17,308.28	52
	34830	Special Users Fees			240.00	-240.00	52
	34850	Users Late Fees	833.56	3,011.00	2,000.00	1,011.00	52
	34860	RV Dump Donations		65.40	600.00	-534.60	52
							47
43500		Sewer					
	110	Employee Salary	5,033.35	21,644.75	49,286.00	27,641.25	52
	111	Council Salary	100.00	1,900.00	3,600.00	1,700.00	52
	113	Certified Plant Operator		600.00	5,000.00	4,400.00	52
	210	FICA and Medicare	392.70	1,801.17	4,046.00	2,244.83	52
	220	Health & Life Insurance	882.04	4,935.60	9,706.00	4,770.40	52
	240	Retirement	612.93	2,804.55	5,905.00	3,100.45	52
	260	Worker's Compensation		652.00	652.00		52
	305	Office Supplies	38.05	222.73	1,300.00	1,077.27	52
	310	Postage		198.72	348.00	149.28	52
	320	Website - Municipal Impact			90.00	90.00	52
	330	Office Equipment	1,093.08	1,413.17	2,800.00	1,386.83	52
	340	Professional Fees			100.00	100.00	52
	341	Solid Waste Fees		513.46	800.00	286.54	52
	350	IT Services	130.60	1,929.71	1,600.00	-329.71	52
	420	Liability/Property Insurance		5,889.80	5,887.00	-2.80	52
	430	Auditor Fees			3,000.00	3,000.00	52
	440	Publishing & Printing		30.14	140.00	109.86	52
	450	Travel & Mileage	157.54	259.89	634.00	374.11	52
	460	Dues & Subscriptions			150.00	150.00	52
	470	Training			500.00	500.00	52
	480	Fuel & Oil	129.25	2,152.56	3,325.00	1,172.44	52
	490	Telephone Services - SIMPLII	164.86	728.81	1,000.00	271.19	52
	491	CENTURY LINK - internet services	294.66	753.72	1,800.00	1,046.28	52

For the Accounting Period: 3 / 22

52 SEWER FUND

Account	Object	Description	Current Month	Current YTD	Budget	Variance	%
	492	CELL PHONES - VERIZON WIRELESS	72.58	208.80	913.00	704.20	52
	493	COUNCIL IPads - VERIZON WIRELESS	80.02	240.06	500.00	259.94	52
	520	Office Equip Repair & Maint.		4.43	2,742.00	2,737.57	52
	540	Equipment Repairs		547.90	2,500.00	1,952.10	52
	570	Attorney Fees	360.36	2,325.09	6,680.00	4,354.91	52
	580	Engineers Fees			20,000.00	20,000.00	52
	610	Supplies - Fund Specific		42.63	200.00	157.37	52
	612	Supplies - SHOP PUBLIC WORKS		28.74	1,500.00	1,471.26	52
	613	Small Tools			250.00	250.00	52
	615	New Equipment		2,996.25	7,500.00	4,503.75	52
	630	Maintenance and Operations	238.84	966.11	10,000.00	9,033.89	51
	640	Vehicle Expense			8,500.00	8,500.00	51
	650	Propane - City Hall	97.72	97.72	47.00	-50.72	51
	651	Propane-Shop			500.00	500.00	51
	652	Propane - water and sewer			150.00	150.00	51
	671	Power WATER AND SEWER	618.31	3,128.48	6,500.00	3,371.52	51
	680	Chemicals	2,018.56	2,018.56	3,654.00	1,635.44	51
	683	Sewer Tests	1,107.54	3,071.97	6,500.00	3,428.03	51
	742	Backhoe Payments	710.79	1,421.58	3,408.00	1,986.42	51
	910	Ordinance Codification		250.00	500.00	250.00	51
		Total Account	14,333.78	65,779.10	184,213.00	118,433.90	36

Gmail

Nancy L Ptak <idahocityclerk@gmail.com>

City Water

Dawn Green [redacted] Mon, Apr 25, 2022 at 3:12 PM
To: idahocityclerk@gmail.com

Hello Nancy!

This is Dawn from The Springs and Inn The Pines. I just attempted to contact you via phone and they mentioned you being at a conference and that email was the best option.

As you more than likely already know, we own the old clinic building at 3852 Hwy 21 and it has been on a well forever. We are having some major issues with the amount of rust that is causing issues and were wondering what the possibility and the procedures would be for getting that facility set up on city water.

If you could please let me know, I would very much appreciate it. I look forward to hearing from you soon.

Thank you!

Dawn Green
General Manager

THE SPRINGS/INN THE PINES
[redacted]

UTILITY BILLING SYSTEM Report ID: 1020 — **CITY OF IDAHO CITY**

PAST DUE 60 OR MORE DAYS — **For target date 04/06/2022** — **10:11:03 - 04/06/2022**

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20001-00	03-10	[redacted]	302 ELK CREEK ROAD		COMMERCIAL	
	51 - WATER BASE					
	52 - SEWER			13324.78		12909.46
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE			4334.04		3940.04
	51 - OVERPAYMENT					
			Subtotal for Account 20001-00 :	17658.82		16849.50
20002-00	02-02	[redacted]	305 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE	$120 pd. on 3/29/22		180.70		118.30
	51 - WATER USAGE			4.88		3.66
	52 - SEWER			138.44		103.83
	51 - WATER LATE FEE			25.65		25.65
	52 - SEWER LATE FEE			33.11		33.11
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20002-00 :	382.78		284.55
20004-00	03-11	[redacted]	300 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE					
	52 - SEWER			1142.13		1107.52
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE			396.22		380.20
	51 - OVERPAYMENT					
			Subtotal for Account 20004-00 :	1538.35		1487.72
20013-00	02-13	[redacted]	108 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE	7-day served on 4/11/22	Pd. $250 CC 4/19/22	206.11		143.71
	51 - WATER USAGE			150.53		150.53
	52 - SEWER			138.44		103.83
	51 - WATER LATE FEE			29.42		
	52 - SEWER LATE FEE			29.42		
	51 - OVERPAYMENT					
			Subtotal for Account 20013-00 :	553.92		398.07
20017-00	02-17	[redacted]	100 WILLIAMS DRIVE		RESIDENTIAL	
Pd in FULL	51 - WATER BASE	7-day served on 4/11/22	4/12/22 CC	187.20		124.80
	51 - WATER USAGE					
	52 - SEWER			103.83		69.22
	51 - WATER LATE FEE			18.72		6.24
	52 - SEWER LATE FEE			19.97		6.24
	51 - OVERPAYMENT					
			Subtotal for Account 20017-00 :	329.72		206.50
20019-00	02-19	[redacted]	607 MAIN STREET THE A		RESIDENTIAL	
	51 - WATER BASE		Pd. $100 CASH 4/12/22	187.20		124.80
	51 - WATER USAGE			4.86		3.24
	52 - SEWER	7-day served on 4/11/22		103.83		69.22
	51 - WATER LATE FEE			19.20		6.40
	52 - SEWER LATE FEE			20.48		6.40
	51 - OVERPAYMENT					
			Subtotal for Account 20019-00 :	335.57		210.06
20049-00	02-49	[redacted]	304 MONTGOMERY STRE		RESIDENTIAL	
	51 - WATER BASE	$230.47 pd. on 2/22/22		124.80		62.40
	51 - WATER USAGE			1.62		0.81
	52 - SEWER			69.22		34.61
	51 - WATER LATE FEE			6.32		
	52 - SEWER LATE FEE	$97.90 pd. on 4/12/22		7.32		0.91
	51 - OVERPAYMENT					
			Subtotal for Account 20049-00 :	209.28		98.73

UTILITY BILLING SYSTEM Report ID: 1020 — CITY OF IDAHO CITY

PAST DUE 60 OR MORE DAYS — For target date 04/06/2022 — 10:11:03 - 04/06/2022

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20066-00	02-66	[redacted]	608 MONTGOMERY STRE		RESIDENTIAL	
	51 - WATER BASE	7-day Served on 4/11/22	Pd. $80 Cash 4/20/22	249.60		187.20
	51 - WATER USAGE			3.24		2.43
	52 - SEWER			138.44		103.83
	51 - WATER LATE FEE			67.46		48.50
	52 - SEWER LATE FEE			86.40		56.90
	51 - OVERPAYMENT					
			Subtotal for Account 20066-00 :	545.14		398.86
20071-00	02-71	[redacted]	609 MAIN STREET SLUICE B		RESIDENTIAL	
	51 - WATER BASE	7-day Served on 4/11/22	Pd. $100 CASH On 4/12/22	187.20		124.80
	51 - WATER USAGE					
	52 - SEWER			103.83		69.22
	51 - WATER LATE FEE			18.72		6.24
	52 - SEWER LATE FEE			19.97		6.24
	51 - OVERPAYMENT					
			Subtotal for Account 20071-00 :	329.72		206.50
20077-00	02-77	[redacted]	606 MONTGOMERY STRE		RESIDENTIAL	
	51 - WATER BASE	7-day Served on 4/11/22		230.02		167.62
	51 - WATER USAGE					
	52 - SEWER			138.44		103.83
	51 - WATER LATE FEE			60.17		43.41
	52 - SEWER LATE FEE			76.25		50.13
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20077-00 :	504.88		364.99
20080-00	02-80	[redacted]	114 PLACER STREET		RESIDENTIAL	
	51 - WATER BASE	Agreement		214.60		152.20
	51 - WATER USAGE			12.68		9.51
	52 - SEWER			138.44		103.83
	52 - SEWER LATE FEE			12.11		12.11
	51 - OVERPAYMENT					
			Subtotal for Account 20080-00 :	377.83		277.65
20082-00	02-82	[redacted]	110 PLACER STREET		RESIDENTIAL	
Pd. in FULL	51 - WATER BASE	7-day Served on 4/11/22	Pd. $464 CASH On 4/11/22	249.60		187.20
	51 - WATER USAGE			8.36		6.27
	52 - SEWER			138.44		103.83
	51 - WATER LATE FEE			32.25		12.90
	52 - SEWER LATE FEE			34.83		12.90
	51 - MISC					
			Subtotal for Account 20082-00 :	463.48		323.10
20088-00	02-88	[redacted]	101 PLACER STREET		RESIDENTIAL	
	51 - WATER BASE	Agreement		312.00		249.60
	51 - WATER USAGE			1.00		0.80
	52 - SEWER			488.37		453.76
	51 - WATER LATE FEE			69.39		69.39
	52 - SEWER LATE FEE			112.46		112.46
			Subtotal for Account 20088-00 :	983.22		886.01
20125-00	02-125	[redacted]	309 WALULLA STREET W		RESIDENTIAL	
	51 - WATER BASE	Agreement		312.00		249.60
	51 - WATER USAGE			4.75		3.80
	52 - SEWER			275.58		240.97
	51 - WATER LATE FEE			79.44		79.44
	52 - SEWER LATE FEE			196.00		196.00
	51 - OVERPAYMENT					
			Subtotal for Account 20125-00 :	867.77		769.81

UTILITY BILLING SYSTEM Report ID: 1020 — CITY OF IDAHO CITY

PAST DUE 60 OR MORE DAYS — For target date 04/06/2022 — 10:11:03 - 04/06/2022

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20126-00	02-126	[redacted]	316 WALULLA STREET W		RESIDENTIAL	
	51 - WATER BASE			148.54		86.14
	51 - WATER USAGE					
	52 - SEWER			138.44		103.83
	51 - WATER LATE FEE			32.31		23.70
	52 - SEWER LATE FEE			25.94		25.94
	51 - OVERPAYMENT					
			Subtotal for Account 20126-00 :	345.23		239.61
20169-00	02-169	[redacted]	3878 HIGHWAY 21		COMMERCIAL	
	51 - WATER BASE			124.80		62.40
	51 - WATER USAGE			19.58		9.79
	52 - SEWER			69.22		34.61
	51 - WATER LATE FEE			7.22		
	52 - SEWER LATE FEE			24.69		15.88
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20169-00 :	245.51		122.68
20170-00	02-170	[redacted]	3878 HIGHWAY 21		COMMERCIAL	
	51 - WATER BASE			124.80		62.40
	51 - WATER USAGE			41.58		20.79
	52 - SEWER			69.22		34.61
	51 - WATER LATE FEE			8.32		
	52 - SEWER LATE FEE			28.45		18.30
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20170-00 :	272.37		136.10
20171-00	02-171	[redacted]	3876 HIGHWAY 21		COMMERCIAL	
	51 - WATER BASE			124.80		62.40
	51 - WATER USAGE					
	52 - SEWER			69.22		34.61
	51 - WATER LATE FEE			6.24		
	52 - SEWER LATE FEE			21.34		13.73
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20171-00 :	221.60		110.74
20172-00	02-172	[redacted]	3876 HIGHWAY 21		COMMERCIAL	
	51 - WATER BASE			187.20		93.60
	51 - WATER USAGE			71.42		35.71
	52 - SEWER			103.84		51.92
	51 - WATER LATE FEE			12.93		
	52 - SEWER LATE FEE			34.11		19.25
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20172-00 :	409.50		200.48
20173-00	02-173	[redacted]	3874 HIGHWAY 21		RESIDENTIAL	
	51 - WATER BASE			124.80		62.40
	51 - WATER USAGE			5.14		2.57
	52 - SEWER			69.22		34.61
	51 - WATER LATE FEE			6.50		
	52 - SEWER LATE FEE			22.23		14.30
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20173-00 :	227.89		113.88
20215-00	02-215	[redacted]	102 MORES CREEK DRIVE		RESIDENTIAL	
	51 - WATER BASE			124.80		62.40
	51 - WATER USAGE			10.26		5.13
	52 - SEWER			73.50		38.89
	51 - WATER LATE FEE			20.26		13.51
	52 - SEWER LATE FEE			22.97		13.51
			Subtotal for Account 20215-00 :	251.79		133.44

Agreement
Pd. $100 3/29/22

Last Pd.
on 2/8/22

Pd. $200 on 4/5/22

UTILITY BILLING SYSTEM Report ID: 1020 — CITY OF IDAHO CITY

PAST DUE 60 OR MORE DAYS — For target date 04/06/2022 — 10:11:03 - 04/06/2022

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20217-00	02-217	[redacted]	117 PROSPECTOR LANE		RESIDENTIAL	
	51 - WATER BASE	$300 pd on 3/31/22		128.53		68.13
	51 - WATER USAGE			15.68		11.76
	52 - SEWER			138.44		103.83
	51 - WATER LATE FEE			48.62		40.83
	52 - SEWER LATE FEE			79.70		61.66
	51 - OVERPAYMENT					
			Subtotal for Account 20217-00 :	410.97		284.21
20232-00	02-232	[redacted]	207 WALULLA STREET E		RESIDENTIAL	
	51 - WATER BASE	$150 pd on 3/1/22		145.35		82.95
	51 - WATER USAGE			33.42		22.28
	52 - SEWER			103.83		69.22
	51 - WATER LATE FEE	$150 pd on 4/12/22 MO		10.52		
	52 - SEWER LATE FEE			10.52		
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20232-00 :	303.64		174.45
20235-00	02-235	[redacted]	106 MORES CREEK DRIVE		RESIDENTIAL	
	51 - WATER BASE			174.53		112.13
	51 - WATER USAGE			1.62		1.08
	52 - SEWER			103.83		69.22
	51 - WATER LATE FEE			16.35		5.03
	52 - SEWER LATE FEE			17.36		5.03
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20235-00 :	313.69		192.49
20278-00	02-278	[redacted]	301 WALULLA STREET W		RESIDENTIAL	
	51 - WATER BASE			187.20		124.80
	51 - WATER USAGE			3.24		2.16
	52 - SEWER			103.83		69.22
	51 - WATER LATE FEE			19.05		6.35
	52 - SEWER LATE FEE			20.32		6.35
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20278-00 :	333.64		208.88
30002-00	03-02	[redacted]	304 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE					
	52 - SEWER			1142.13		1107.52
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE			396.22		360.20
	51 - OVERPAYMENT					
			Subtotal for Account 30002-00 :	1538.35		1467.72

Pd in FULL + $86.31

7-day Served on 4/11/22

Pd. $400 CK 1573 on 4/11/22

Pd in FULL CC

7-day Served on 4/11/22

Pd. CC 4/14/22

Total Balance: 29954.66

Total Past Due: 26126.73