



CITY OF IDAHO CITY

AGENDA

REGULAR CITY COUNCIL MEETING

Wednesday, June 25, 2025

6:00 P.M

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

Join Zoom Meeting

<https://us02web.zoom.us/j/85913106899?pwd=VW51QWRNNGE3eVVzSlhNTHRAdGo5QT09>

Meeting ID: 859 1310 6899

Passcode: iccouncil

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: JUNE 11, 2025 **ACTION ITEM**

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

1. IDAHO CITY FIRE PROTECTION DISTRICT 4TH OF JULY FIREWORKS DISPLAY

2. JACK PINE ROUNDUP AUGUST 22 & 23, 2025

C. BILLS/PAYABLES: JUNE 12, 2025 THROUGH JUNE 25, 2025 **ACTION ITEM**

II. 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**

III. 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**

IV. ENGINEER'S REPORT

V. 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**

A. 2025-01 DEQ AUTHORIZING RESOLUTION – NEW ENGINEER

VI. OLD BUSINESS

A. PROPERTY SWAP WITH SECOR **ACTION ITEM**

VII. NEW BUSINESS

VIII. COMMITTEE REPORTS

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

IX. EMPLOYEE UPDATES

- A. PUBLIC WORKS
- B. LAW ENFORCEMENT
- C. CLERK/TREASURER'S OFFICE
 - 1. WATER AND SEWER UPDATES, **ACTION ITEM**
 - 2. CLEARWATER UPDATE
- 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.

XIII. UPCOMING MEETINGS

- A. NEXT REGULAR MEETING: JULY 9, 2025

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:
Ken Everhart
idahocitymayor1@cityofic.org
Council members:
Tom Secor Jr
Ashley M Elliott
Mari Adams
Ryan Heffington

Chief of Police:
Brent Watson
idahocitypd.194@cityofic.org
City officers:
Jake Nye

Public Works Director:
Tami Claus
idahocitypublicworks@cityofic.org
Public Works:
Nick Mancera
Elmer Nickerson

City Clerk-Treasurer:
Nancy L Ptak
idahocityclerk@cityofic.org
Deputy Clerk
Kaleb Goodlett
idahocityoffice@cityofic.org
Utility Billing Clerk
4cityfolk@cityofic.org
511 Main Street
PO Box 130
Idaho City, ID 83631
(208)392-4584
operating hours
Monday- Thursday
8 am – 4:30 pm
Friday 9am -3pm

1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 26



CITY OF IDAHO CITY

AGENDA

REGULAR CITY COUNCIL MEETING

Wednesday, June 11, 2025

6:00 P.M.

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MINUTES

Join Zoom Meeting

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Meeting ID: 859 1310 6899

Passcode: icccouncil

CALL MEETING TO ORDER: Mayor Everhart called the regular city council meeting to order at 6:00 PM.
ROLL CALL: Clerk Ptak called roll, Heffington, Elliott, Adams, Secor in attendance.
PLEDGE OF ALLEGIANCE: Mayor Everhart led the 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: MAY 28, 2025 & June 2, 2025 **ACTION ITEM**

Councilor Heffington made a motion, seconded by Elliott, to approve the minutes dated May 28, 2025 and June 2, 2025. 4 ayes. Motion carried.

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

1. IDAHO CITY CHAMBER OF COMMERCE 2ND ANNUAL GOLD ON MAIN CAR SHOW JUNE 21, 2025

Councilor Elliott made a motion, seconded by Adams, to approve the event checklist for the Idaho City Chamber of Commerce 2nd Annual Gold on Main Car Show June 21, 2025. 4 ayes. Motion carried. Councilor Elliott made a motion, seconded by Adams, to approve an alcohol variance for the Idaho City Chamber of Commerce 2nd Annual Gold on Main Car Show June 21, 2025 from 11am to 4pm. 4 ayes. Motion carried.

2. IDAHO CITY HISTORICAL FOUNDATION 4TH OF JULY IN THE PARK

Councilor Secor made a motion, seconded by Heffington, to approve the event checklist for the Idaho City Historical Foundation 4th of July in the Park. 4 ayes. Motion carried. Councilor Secor made a motion, seconded by Heffington, to approve an alcohol variance for the Idaho City Historical Foundation 4th of July in the Park from 10am to 4pm on July 4, 2025. 4 ayes. Motion carried.

3. IDAHO CITY FIRE PROTECTION DISTRICT 4TH OF JULY PARADE

Councilor Secor made a motion, seconded by Adams, to approve the event checklist for the Idaho City Fire Protection District 4th of July Parade. 4 ayes. Motion carried.

4. IDAHO CITY FIRE PROTECTION DISTRICT 4TH OF JULY FIREWORKS DISPLAY

City attorney Callahan explained a letter that was received regarding issues with fireworks on BLM land and the permission needed. Councilor Elliott did not think the fireworks could be done this year in the proposed location. Terry Teeter explained that with the current questions the location has been changed to the football field. Clerk Ptak asked if the Fire District had permission from the school to use the football field and a new map would be needed for the checklist. Item was tabled until the next meeting.

C. BILLS/PAYABLES: MAY 29, 2025 THROUGH JUNE 11, 2025 **ACTION ITEM**

Councilor Heffington made a motion, seconded by Secor, to approve the bills dated May 29, 2025 through June 11, 2025 in the amount of \$58,319.06. 4 ayes. Motion carried.

II. 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**

III. 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**

IV. ENGINEER'S REPORT

Mayor Everhart explained that he met with the new engineers and went through the scope of the project and lined out a priority of how the city would like to proceed. The first item is to finish the plan for the new valves on Highway 21 so public works can continue to search for the leak. The second item is to get contracted with someone to pump test the vertical infiltration galleries to determine flow rates etc. Then plans can be established for the prefiltering before the sand bays. The Engineers are also going to work on adjustments to the PRV to allow the tank on Hill Rd. to fill completely.

V. 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**

VI. OLD BUSINESS

A. PROPERTY SWAP WITH SECOR **ACTION ITEM**

City Attorney Callahan explained the letter that was sent did not include a price opinion. The letter was helpful, but the city still needs a pricing comparison. Callahan will follow up with Victoria Burlison who wrote the letter and ask if she would be willing to give a price opinion. Tom Secor Jr. explained that the property they are looking to get from the city is not a buildable lot and that can be written into the agreement. The lot that the Secor's are trading is potentially going to serve multiple purposes for the city. A public restroom could be put in and a place to put snow in the winter is much needed. Discussion ensued.

VII. NEW BUSINESS

A. COMPENSATION FOR SAND BAY CLEANING **ACTION ITEM**

Clerk Ptak explained that there tend to be the same people that help in cleaning the sand bay and wondered if they could be compensated in some way. City Attorney Callahan explained that the volunteers could not be paid due to many different reasons, but the city could offer to provide lunch for those that did volunteer.

VIII. EMPLOYEE UPDATES

A. PUBLIC WORKS

Mayor Everhart explained that in the packet is some information from Idaho Power. There is a power pole by the water plant that needs to be moved. The quote to do that is \$7,793.00. This expense may be reimbursed through the water project because it is needed, and the pole must be moved. Mayor Everhart added that a new person was hired for Public Works and started last Friday. Dust abatement will be done this Friday. Claus is looking into the cost for the oil to go over the recycled asphalt. The Public Works surplus items were sold in auction and earned close to \$32,000. Mayor Everhart explained that the majority of those funds will go to the street fund because of the grader sale. Mayor Everhart's thoughts on equipment to purchase from those funds are a dump trailer, water trailer, a good reliable truck, and possibly a side by side. Discussion ensued.

B. LAW ENFORCEMENT

Chief Watson asked for a recap on the fireworks display. Mayor Everhart explained the situation and for this year it would need to be at the football field. Watson explained a few items that need to be considered; An alcohol variance needs to be considered and also the parking issue. Mayor Everhart explained that the event checklist will be on the next meeting and those items will be brought up. Watson added that the department received a couple of grants that help with the next few weeks. Councilor Elliott added that the council has never allowed alcohol for the 4th of July fireworks on the school property.

C. CLERK/TREASURER'S OFFICE

1. BUDGET UPDATES

Clerk Ptak explained the budget update in the packet.

2. WATER AND SEWER UPDATES, **ACTION ITEM**

Clerk Ptak went over the water/sewer updates in the packet.

3. CLEARWATER UPDATE

D. CITY ATTORNEY

City Attorney Callahan explained that a moratorium was put into place for formula business and the Planning & Zoning Commission has been working on an ordinance. Discussion on the public hearing process ensued. P&Z will have the public hearing at their next meeting and the appropriate notice will be published. Marc Carignan explained the draft of the ordinance they have produced and went over a few key items.

IX. COUNCIL UPDATES

X. MAYOR UPDATES

XI. CITIZEN COMMENTS

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. 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.

XII. UPCOMING MEETINGS

A. NEXT REGULAR MEETING: JUNE 25, 2025

ADJOURNMENT 7:15 PM

ATTEST:

Date approved:

Nancy L Ptak, City Clerk-Treasurer

Ken Everhart, Mayor

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

Mayor:

Ken Everhart

idahocitymayor1@cityofic.org

Council members:

Tom Secor Jr

Ashley M Elliott

Mari Adams

Ryan Heffington

Chief of Police:

Brent Watson

idahocitypd.194@cityofic.org

City officers:

Jake Nye

Public Works Director:

Tami Claus

idahocitypublicworks@cityofic.org

Public Works:

Nick Mancera

City Clerk-Treasurer:

Nancy L Ptak

idahocityclerk@cityofic.org

Deputy Clerk

Kaleb Goodlett

idahocityoffice@cityofic.org

Utility Billing Clerk

4cityfolk@cityofic.org

511 Main Street

PO Box 130

Idaho City, ID 83631

(208)392-4584

operating hours

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8 am - 5 pm

Friday 9am -3pm



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Event Checklist Application

*Must be submitted at a minimum of 20 days prior to event.

There is a \$52.50
(\$26.25 for nonprofit, \$15.75 for student)
Application Fee for each Event Checklist

Event Overview

Event Name: 4 July Fireworks Display
Event Sponsor: IDAHO CITY FIRE PROTECTION DISTRICT
Address of Event: _____
Time(s) and Date(s) of Event: 4 July 2025
Person in charge: _____ Contact Number: _____
Number of Attendees: _____ Email: _____
Event Set-Up and Take Down Times and Dates: _____
Type of Event (what event encompasses): DISCHARGE OF COMMERCIAL level FIREWORKS

List any entrance or participation fees that will be charged (if applicable) or N/A: N/A

General Questions

	YES	NO
Is your event charitable / nonprofit? <u>501c3#</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Event sponsor has read the Idaho City Park Policy and/or the Historical Foundation Policy & agrees to comply?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the event free?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is this a ticketed event?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will your event have food (either provided or available for purchase)? (If yes, please fill out Food Section)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will your event have vendors (food, cottage industry, service provider, etc.)? (If yes, fill out Vendor Section)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will there be promotional signage at your event? (If yes, please provide examples)	<input type="checkbox"/>	<input type="checkbox"/>
Will your event have alcohol (either provided or available for purchase)? (If yes, fill out Alcohol Section) *Fee required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will your event require a park reservation (John Brogan Memorial, Naylor Park, Rodeo Grounds, etc.)? *Fee may be required	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will your event have road closure or parade?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will your event be held after hours (between dusk to dawn)? *Fee required	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Plan Attached? (site plan showing exact locations of all the different function of the event (I.E. show performance spaces; vendor areas; alcohol serving area; emergency services; first aid stations; trash receptacles; porta potties; proposed parking uses, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are you proposing to use electrical generators or amplified sound systems? (If yes, show their locations on your site plan and describe below what they will be used for & what precautions will be taken to see they are used properly and safely. If amplified sound will take place after 11pm a noise variance will be required.) *Fee may be required	<input type="checkbox"/>	<input checked="" type="checkbox"/>

portable lights

A fee for council approved events will be set at \$25.00 an hour per officer to cover the additional coverage of law enforcement if deemed necessary. The number of hours for events will be determined by the Idaho City Chief of Police. If after-hours work is required the fee shall be \$37.50 an hour per officer for those times. Those hours will be determined by the Idaho City Chief of Police. af

Emergency Service, Security, and Lost Child Plans

All Events are required to provide security, and emergency service plans to ensure the safety of event attendees. Some events may be allowed to provide private security. Plans must include location of services during the event, signature from security and emergency service provider, date(s), and times the services will be provided, and contact information for the security and emergency services). All emergency service and security plans must receive approval by the Idaho City Police Department.

This form must be completed and then signed by both EMS & ICPD prior to submitting to the city.

The number of required private security staff is based on the number of event attendees:

- For 0-1,000 attendees – at least two (2) security staff are required at all times.
- For each additional 1,000 attendees – one (1) additional security staff is required at all times.

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Have you scheduled security with ICPD?

Have you scheduled emergency services (EMS)?

Have you scheduled private security?

Based on expected attendance, how many security staff will be staffed at all times? 2

Security Company: _____

Company Contact Person: _____

Company Email: _____

Phone: _____

EMS Company: _____

Phone: _____

Dates & Times of service: _____

Onsite Contact Name: _____

Phone: _____

Detailed Security Plan:

X 2 ICPD on duty all Day.

Detailed security plan for dealing with lost child(ren):

Detailed EMS Plan:

First Aid/Information Table

Location(s) of First-Aid Station: N/A

Type(s) of First-Aid Provided: _____

Location(s) of Information Table: _____

Parking

Primary Parking Location: Football Field Parking Overflow Parking Location: _____
 List parking fees that will be charged (if applicable): _____
 Parking Plan Description: See Site plan

Traffic Control

Has the city and/or county been contacted about road closures?

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>

 Traffic Control Company: Chief of Police has been contacted
 Company Contact Person: _____
 Company Email: _____ Phone: _____
 Traffic Control & Road Closure Description: _____

Parade Formation Location & Hours: _____

Parade Dispersal Location & Hours: _____

Alcohol

Will alcohol be a part of your event? (If so an alcohol variance will be required.)
 Will alcohol be consumed or possessed at the event, but not offered for sale? (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 alcohol be offered for sale? (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.) Alcohol catering permits must be obtained and presented with this event checklist for approval.

YES	NO
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Catering OR Benevolent, Charitable, and Public Purpose Events Permit Holder: _____

Type(s) of alcohol to be served at event: _____

Serving times for alcohol (to/from): _____

Type(s) of serving containers: _____

***Alcohol catering permit required from the Idaho City Clerk OR Alcohol Permit for Benevolent, Charitable, and Public Purpose Events from Idaho State Police (ISP)**

Detailed plan for age verification (wristbands, ID check, etc.):

N/A

Detailed alcohol security plan:

N/A

- ☐ Attach photos of alcohol area signage that will be displayed at event.
- ☐ Attach detailed map of serving location (including entrances and exits).
- ☐ Attach photo of wrist band.
- ☐ Attach completed/approved Alcohol Catering Permit -

https://idahocity.municipalimpact.com/documents/170/Alcohol_Catering_Application.pdf OR Approved Alcohol Permit for Benevolent, Charitable, and Public Purpose Events from Idaho State Police (ISP)

Food/Vendors

How many vendors will need electricity? _____

List vendor fees that will be charged (if applicable) or N/A: _____

If food is being served, the proper permits from Central District Health (CDH) & Idaho City Clerk must be secured & submitted. *Required

Has the Public Works Department been contacted to schedule vendor electrical inspections, etc.?*

***Electrical inspection required for events – please contact the Public Works Department at (208) 392-4584**

YES	NO
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you will have vendors at event:

☐ Provide a complete list of participating vendors prior to your event.

Restrooms

Will you be bringing in additional Porto-Potties?

Number of Restrooms: _____

Number of ADA Restrooms: _____

Location of Restrooms: _____

Porto-Potty Company: _____

Phone: _____

YES	NO
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Refuse

Have you contacted Idaho City Public Works (208) 392-4584?

Describe below your plans for trash disposal. What are your plans for trash collection and containment, receptacle locations and after-event cleanup?

Location of trash carts: 30 yard dumpster will be available

YES	NO
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Detailed refuse plan for collection, containment, and after event clean-up:

Event and Promotional Signage

N/A Attach photos of signage as well as dimensions of each sign (required at least 10 days prior to event).

Miscellaneous

***Required for all events: Detailed public notification plan (how will you be letting the public know your event is happening and how street closures, noise, etc. might affect them)**

NEWS PAPER ARTICLE
& PARKING AREAS.
POSTERS IN TOWN WITH INFORMATION

Attachment Checklist

	YES	N/A
Limited Liability Insurance Plan (\$1,000,000 in the name of City of Idaho City).....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Event Location Map – Site Plan (all areas identified).....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Schedule of Events.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Detailed Security Plan Requiring Approval by the Idaho City Police Department.....	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Detailed Emergency Services Plan Approval by the Idaho City Police Department.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Traffic Control & Parking Plan.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Complete List of Participating Vendors.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vendor Permits & Fees.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Confirmation of Event Registration with Central District Health (CDH).....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Photos of Event and Promotional Signage with Dimensions.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Approved Alcohol Catering Permit/Permit for Benevolent, Charitable, and Public Purpose Events.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Photos of Alcohol Area Signage.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Map of Alcohol Serving Area (including entrances and exits).....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Photo of alcohol wristbands (if applicable).....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Public Notification Letter.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Park Reservation Receipt.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other Pass-Through Cost Receipt(s).....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Refuse Plan.....	<input type="checkbox"/>	<input type="checkbox"/>
Community Hall and/or Rodeo Grounds Reservation Information.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Noise Variance Application.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Event Fees: https://idahocity.municipalimpact.com/documents/170/2024-25_Fee_Chart.pdf

- ☐ **Rodeo Grounds / Amphitheatre fee schedule:**
 • Non-profit groups \$82.50/day plus (\$4.95) 6% use tax
 • City Residents, Groups, & Local Government \$185.00/day plus (\$11.10) 6% use tax
 • Non-City Residents, & Groups \$370.00/day plus (\$22.20) 6% use tax
 • The following security deposit is required, refundable if rental requirements are completed: \$150.00
 Cleaning deposit will be forfeited if the grounds/ Amphitheatre / parking area are not in same condition as found or better, and the key (if used) is not returned. Exceptions may be set by the City Council based on recommendation from the Idaho City Parks and Recreation Commission.....
☐ **Alcohol Catering Permit**.....\$20/day (3-day limit).....
☐ **Food Vendor Permit Fee**.....\$16.50/day (3-day limit).....
☐ **Mobile Food Truck Fee**.....\$26.25 application fee & \$21.00/day / \$200/year (5-day limit).....
☐ **Vendor License Daily Fee**.....\$16.50 (Non-profit \$7.50).....
☐ **Vendor License Yearly Fee (Non-refundable) \$55.00 (Non-profit \$25.00)**
☐ **Carnival or public entertainment with less than 10 concessions, rides, or sideshows, daily fee \$220.50**.....
☐ **Carnival or public entertainment with more than 10 concessions, rides, or sideshows, daily fee shall be \$22.00 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.
☐ **Pass through Costs (Electricity, Safety Services, Public Notification, Other)**.....
☐ **Law Enforcement Fee \$25/hr. per officer (determined by Chief of Police)**
 • **After Hours Fee \$37.50/hr. per officer (determined by chief of Police)**
☐ **Community Hall Fees**
 • Nonprofit groups \$44.00/day plus (\$2.64) 6% use tax
 • City Residents, Groups, & Local Government \$165.25 plus (\$9.92) 6% use tax
 • Non-City Residents, & Groups \$330.50 plus (\$19.83) 6% use tax
 • A \$150.00 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 and a set schedule for a class or multi-day event
☐ **Temporary Noise Ordinance Application / Noise Variance. \$52.50 profit, \$26.25 non-profit, \$15.75 student**.....
☐ **Event Checklist Fee (\$52.50 profit, \$26.25 non-profit, \$15.75 student)**.....

Amount
\$ N/A
\$
\$
\$
\$
\$ N/A
\$ NA
\$ N/A
\$ NA
\$ NA
\$ NA
\$
\$ NA
\$
\$ NA
\$ NA
\$ NA
\$ NA
\$
\$ NA
\$
\$
\$ NA 762

Page 5 of 7

ICPD & EMS Use Only

Number of daytime officer hours needed @\$25/hr
 Number of After-Hours officer hours needed @\$37.5/hr

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Is this Event Checklist Security & EMS Plan approved by ICPD?

Is this Event Checklist Security & EMS Plan approved by EMS?

B. Watson 194
 Chief of Police, City of Idaho City

[Signature] 1449
 EMS

Boise County Sheriff's Office (if applicable)

Idaho City Fire Protection District (if applicable)

Office Use Only

Event Checklist application fee collected? Card ☒ Cash ☐ Check ☐ Receipt # *134788462*
 All applicable fees collected?
 Have all applicable attachments been received and reviewed?
 Is this Special Event Plan approved?
 Alcohol variance approved?
 Noise variance approved, & fee collected? Card ☐ Cash ☐ Check ☐ Receipt #

NA ☐
 NA ☐

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

EC Application #: *2025-8* Date of Approval: _____

Special Comments/Instructions

City Clerk

Parks Director (if applicable)

You must have a copy of your approved event checklist on hand at your event.

For Questions or to Submit:

Contact the Idaho City Clerk's Office
 Monday-Thursday 8:00am to 5:00pm
 Friday 9:00am to 3:00pm
 511 Main St. Idaho City, ID 83631
 PO Box 130, Idaho City, ID, 83631
 (208) 392-4584
idahocityclerk@cityofic.org
idahocityoffice@cityofic.org

City of Idaho City Seal

Contact Information:

Idaho City Historical Foundation: Phone: (208)-392-4550

Email: president@idahocityhf.org

Idaho City Police Department: Chief Brent Watson Phone: 208-392-4596

Email: idahocitypd.194@cityofic.org

East Boise County Ambulance District: Phone: (208) 392-6644

Email: ebcaddirector@co.boise.id.us

OFFICE USE ONLY

Rodeo Grounds Walk Through:

Initial walk through performed with public works?

☐ YES

☐ NO

Comments: _____

Final walk through performed with Public Works?

☐ YES

☐ NO

Comments: _____

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 the city property again?

☐ YES

☐ NO

Comments: _____

Signed: _____

From: Tricia Kelly tkelly@basinschools.net
Subject: Letter for Fireworks
Date: Jun 17, 2025 at 2:28:58 PM
To: teeter550@hotmail.com

Hi Terry,

Here is your letter for the city.

Thank you!



TRICIA KELLY, Ed.S

BASIN SCHOOL DISTRICT
Superintendent, Principal, SP. ED Director

☎ (208) 392-6631 x1270

✉ tkelly@basinschools.net

📍 100 Centerville Rd, Idaho City



BASIN SCHOOL DISTRICT 72
Educating Today's Children for Tomorrow's World

100 Centerville Road
PO Box 227
Idaho City, ID 83631
www.basinschools.net

June 17, 2025

To Whom it May Concern,

I give Terry Teeter, Fire Marshall, permission to hold the fireworks at the football field and parking lot.

Superintendent Tricia Kelly Ed.S

Tricia Kelly



Parkway

Fort Bull Fire Rd



June 17, 2025

This map is a representation of the current state of the land and is not intended to be a legal document. It is subject to change without notice. Please refer to the official records for the most accurate information.



STREET MAP

Copyright © 1998 by the City of Phoenix, Arizona. All rights reserved. This map is a reproduction of the original map published by the City of Phoenix, Arizona. No part of this map may be reproduced without the written permission of the City of Phoenix, Arizona.

High School Parking Area



CERTIFICATE OF INSURANCE

Issue Date: Monday, August 19, 2024 3:35:32 PM

Agent for Public Entity:

ICRMP DIRECT WRITE
ICRMP DIRECT WRITE
PO Box 15249
Boise ID 83716-
Mary Kummer

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policy below. This certificate of insurance does not constitute a contract between the issuing insurer, agent and the certificate holder.

ICRMP Member:

Idaho City Fire Protection District
PO Box 490
Idaho City ID 83631-

PROGRAM AFFORDING COVERAGE:

Idaho Counties Risk Management Program, Underwriters
P. O. Box 15249
Boise, ID 83715

This certifies coverages listed below are issued to the above member for the time period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

Section Number	Type of Insurance Coverage Form	Policy Number	Inception Date	Expiration Date	Property Deductible (except flood/quake):	Limits
			10/01/2024	09/30/2025	\$10,000	
V	PROPERTY INSURANCE - OCCURRENCE		1. Buildings, Structures and Property 2. Mobile Equipment and Vehicle Physical Damage			Per valuation clause within policy
VI	CRIME INSURANCE - OCCURRENCE		1. Employee Dishonesty 2. Loss Inside Premises 3. Loss Outside Premises 4. Notary Bond	Each Occurrence Each Occurrence Each Occurrence Each Occurrence	\$100,000 \$100,000 \$100,000 \$10,000	
VII	AUTOMOBILE LIABILITY - OCCURRENCE		1. Automobile Liability 2. Automobile Medical Payments 3. Uninsured Motorist	Each Accident Each Person Each Accident Each Person Each Accident	\$500,000 \$5,000 \$100,000 \$100,000 \$300,000	For Claims Pursuant to Title, Ch. 9, Idaho Code All Other Covered Liability Claims \$3,000,000 \$5,000 \$100,000 \$100,000 \$300,000
VIII	GENERAL LIABILITY - OCCURRENCE		1. General Liability	Each Occurrence	\$500,000	\$3,000,000
IX	LAW ENFORCEMENT LIABILITY - OCCURRENCE		1. Law Enforcement Liability	Each Occurrence	\$500,000	\$3,000,000
X	ERRORS/OMISSIONS LIABILITY - CLAIMS MADE		1. Errors Omission Liability	Each Claim	\$500,000	\$3,000,000
XI	EMPLOYEE BENEFITS LIABILITY - CLAIMS MADE		1. Employee Benefits Liability	Each Claim	\$500,000	\$3,000,000
XII	EMPLOYMENT PRACTICES LIABILITY - CLAIMS MADE		1. Employment Practices Liability	Each Claim	\$500,000	\$20,000
XIII	SEXUAL MOLESTATION/ABUSE LIABILITY - CLAIMS MADE		1. Sexual Molestation/Sexual Abuse Liability	Each Claim	\$500,000	\$3,000,000
XV	CYBER PRIVACY or SECURITY ENDORSEMENT - CLAIMS MADE		1. Cyber Privacy or Security Event Endorsement	Each Claim	\$1,000,000	\$1,000,000

Description of Operations/Locations/Vehicles/Restrictions/Special Items:

Idaho Department of Lands

Value: \$0

Evidence of Insurance

Certificate Holder:
City of Idaho City

PO Box 130
Idaho City

ID 83631

Cancellation

Should any of the above described policies be cancelled before the expiration date thereof notice will be delivered in accordance with the policy provisions-30 days minimum

Authorized Representative*Justin Nyquist*

ICRMP 24/25

CERTIFICATE OF INSURANCE

Issue Date: Monday, August 19, 2024 3:35:33 PM

Agent for Public Entity:

ICRMP DIRECT WRITE

Mary Kummer

ICRMP DIRECT WRITE

PO Box 15249

Boise

ID 83716-

ICRMP Member:

Idaho City Fire Protection District

PO Box 490

Idaho City

ID 83631-

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policy below. This certificate of insurance does not constitute a contract between the issuing insurer, agent and the certificate holder.

PROGRAM AFFORDING COVERAGE:

Idaho Counties Risk Management Program, Underwriters

P. O. Box 15249

Boise, ID 83715

This certifies coverages listed below are issued to the above member for the time period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain the insurance afforded by the policies described here is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

Section Number	Type of Insurance -Coverage Form	Policy Number	Inception Date	Expiration Date	Property Deductible (except flood/quake): \$10,000
			10/01/2024	09/30/2025	

V	PROPERTY INSURANCE -OCCURRENCE	1. Buildings, Structures and Property 2. Mobile Equipment and Vehicle Physical Damage		Limits Per valuation clause within policy	
VI	CRIME INSURANCE -OCCURRENCE	1. Employee Dishonesty 2. Loss Inside Premises 3. Loss Outside Premises 4. Notary Bond	Each Occurrence Each Occurrence Each Occurrence Each Occurrence	\$100,000 \$100,000 \$100,000 \$10,000	
				For Claims Pursuant to Title ,Ch.9, Idaho Code	All Other Covered Liability Claims
VII	AUTOMOBILE LIABILITY -OCCURRENCE	1. Automobile Liability	Each Accident	\$500,000	\$3,000,000
		2. Automobile Medical Payments	Each Person	\$5,000	\$5,000
			Each Accident	\$100,000	\$100,000
		3. Uninsured Motorist	Each Person	\$100,000	\$100,000
			Each Accident	\$300,000	\$300,000
VIII	GENERAL LIABILITY -OCCURRENCE	1. General Liability	Each Occurrence	\$500,000	\$3,000,000
IX	LAW ENFORCEMENT LIABILITY -OCCURRENCE	1. Law Enforcement Liability	Each Occurrence	\$500,000	\$3,000,000
X	ERRORS/OMISSIONS LIABILITY -CLAIMS MADE	1. Errors Omission Liability	Each Claim	\$500,000	\$3,000,000
XI	EMPLOYEE BENEFITS LIABILITY -CLAIMS MADE	1. Employee Benefits Liability	Each Claim	\$500,000	\$3,000,000
XII	EMPLOYMENT PRACTICES LIABILITY -CLAIMS MADE	1. Employment Practices Liability	Each Claim	\$500,000	\$20,000
XIII	SEXUAL MOLESTATION/ABUSE LIABILITY -CLAIMS MADE	1. Sexual Molestation/Sexual Abuse Liability	Each Claim	\$500,000	\$3,000,000
XV	CYBER PRIVACY or SECURITY ENDORSEMENT -CLAIMS MADE	1. Cyber Privacy or Security Event Endorsement	Each Claim	\$1,000,000	\$1,000,000

Description of Operations/Locations/Vehicles/Restrictions/Special Items:

Parade and Fireworks Display

Value: \$0

For above described item, coverage both for property damage & liability arising from Insured. If Certholder is named as party to lawsuit solely due to relationship with Insured & not as result of its own conduct, we will accept tender of defense, until liability determination. Certholder as Loss Payee as their interest may appear.

Certificate Holder:

City of Idaho City

PO Box 130

Idaho City

ID

83631

Cancellation

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions-30 days minimum

Authorized Representative

Justin Nyquist

ICRMP 24/25

From: Justin Nyquist
Subject: 4th of July Certificate of Insurance
Date: Jun 9, 2025 at 8:33:16 AM
To: teeter550@hotmail.com
Cc: Mary Kummer

Good morning Chief, I've attached the requested certificate of insurance to this email. If you have any questions or need anything else, please let myself and Mary Kummer know. Thanks!

Justin Nyquist, CPCU, ARM
Underwriting Manager
Direct: (208) 246-8216
www.icrmp.org



Coverage can only be determined from an actual claim and is subject to the terms, conditions and exclusions of the policy in-force at the time of the loss.

NOTICE: This email, and any files transmitted with it, is the property of the ICRMP and may contain information considered privileged or confidential and legally exempt from disclosure. If you have received this email in error, please notify the sender immediately by calling 208-336-3100 or toll free 800-336-1985

CERTIFICATE OF INSURANCE			Issue Date: 6/9/2025			
Agent for Public Entity: ICRMP DIRECT WRITE ICRMP DIRECT WRITE PO Box 15249 Boise, ID 83716 ICRMP Member: Idaho City Fire Protection District PO Box 490 Idaho City, ID 83631			This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policy below. This certificate of insurance does not constitute a contract between the issuing insurer, agent and the certificate holder. PROGRAM AFFORDING COVERAGE: Idaho Counties Risk Management Program, Underwriters P. O. Box 15249 Boise, ID 83715			
This certifies coverages listed below are issued to the above member for the time period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.						
Section Number	Type of Insurance -Coverage Form	Policy Number	Date Added	Expiration Date	Property Deductible (except flood/quake): Auto Damage Deductible: Limits	
V	PROPERTY INSURANCE -OCCURRENCE		6/9/2025	10/1/2025	\$10,000 \$1,500	
		1. Buildings, Structures and Property 2. Mobile Equipment and Vehicle Physical Damage		Per valuation clause within policy		
VI	CRIME INSURANCE -OCCURRENCE			Each Occurrence	\$100,000	
		2. Loss Inside Premises		Each Occurrence	\$100,000	
		3. Loss Outside Premises		Each Occurrence	\$100,000	
		4. Policy in Lieu of Public Officials Surety Bond		Each Occurrence	\$50,000	
		Notary Bond		Each Occurrence	\$25,000	
					For Claims Pursuant to Title 6, Ch.9, Idaho Tort Claims Act	All Other Covered Liability Claims
VII	AUTOMOBILE LIABILITY -OCCURRENCE	1. Automobile Liability	Each Accident	\$500,000	\$3,000,000	
		2. Automobile Medical Payments	Each Person	\$5,000	\$5,000	
			Each Accident	\$100,000	\$100,000	
		3. Uninsured Motorist	Each Person	\$100,000	\$100,000	
			Each Accident	\$300,000	\$300,000	
VIII	GENERAL LIABILITY	1. General Liability	Each Occurrence	\$500,000	\$1,000,000	

	-OCCURRENCE				
IX	LAW ENFORCEMENT LIABILITY -OCCURRENCE	1. Law Enforcement Liability	Each Occurrence	\$500,000	\$3,000,000
X	ERRORS/OMISSIONS LIABILITY -CLAIMS MADE	1. Errors Omission Liability	Each Claim	\$500,000	\$3,000,000
XI	EMPLOYEE BENEFITS LIABILITY -CLAIMS MADE	1. Employee Benefits Liability	Each Claim	\$500,000	\$3,000,000
XII	EMPLOYMENT PRACTICES LIABILITY -CLAIMS MADE	1. Employment Practices Liability	Each Claim	\$500,000	\$3,000,000
XIV	SEXUAL MOLESTATION/ABUSE LIABILITY -CLAIMS MADE	1. Sexual Molestation/Sexual Abuse Liability	Each Claim	\$500,000	\$3,000,000
XV	CYBER PRIVACY or SECURITY ENDORSEMENT -CLAIMS MADE	1. Cyber Privacy or Security Event Endorsement	Each Claim	\$1,000,000	\$1,000,000

Description of Operations/Locations/Vehicles/Restrictions/Special Items:
4th of July Parade and Fireworks Display

Evidence of Insurance

Certificate Holder:
None listed.

Cancellation
Should any of the above described policies be cancelled before the expiration date thereof, notice
will be delivered in accordance with the policy provisions-30 days minimum

Authorized Representative

Justin Nyquist

ICRMP 24/25

IDAHO

Thank you

PURCHASE RECEIPT

City of Idaho City

P.O. Box 130

Idaho City ID 83631

(208)392-4584

OTC Local Ref ID: 134788462

6/9/2025 09:42 AM

Your credit card or bank statement will show this charge as City Payment.

Status:

APPROVED

Customer Name:

[REDACTED]

Type:

Visa

Credit Card Number:

[REDACTED]

Items	Quantity	TPE Order ID	Total Amount
City Payment	1	71576136	\$26.25
Note: 2025-7 ICFPD Parade 7/4/25			
Phone Number: 2085592831			
City Payment	1	71576136	\$26.25
Note: 2025-8 ICFPD Fireworks 7/4/25			
Phone Number: 2085592831			
Total remitted to the City of Idaho City			\$52.50
Tyler Technologies Fee	1	71576136	\$2.31
Total Amount Charged			\$54.81

Signature

A handwritten signature in black ink, appearing to be "M. J. Smith", written over a horizontal line.

To offer the convenience of an electronic payment, a service fee has been added to your transaction. This fee goes to our third-party provider, Tyler Technologies. The City does not keep any portion of this fee.



Idaho City Clerk's Office
Monday-Thursday 8:00am to 4:30pm
Friday 9:00am to 3:00pm
511 Main St. Idaho City, ID 83631
PO Box 130 Idaho City, ID, 83631
(208) 392-4584
idahocityclerk@cityofid.org
idahocityoffice@cityofid.org

Event Checklist Application

*Must be submitted at a minimum of 20 days prior to event.

There is a \$52.50
(\$26.25 for nonprofit, \$15.75 for student)
Application Fee for each Event Checklist

Event Overview

Event Name: Jack Pine Round up
Event Sponsor: Jack Pine Round up Board
Address of Event: Jim Haswell Arena
Time(s) and Date(s) of Event: August 22-23 2025
Person in charge: Jack Morrison Contact Number: [REDACTED]
Number of Attendees: 1500 Email: [REDACTED]
Event Set-Up and Take Down Times and Dates: 8/21/25 - 12:00 setup + 8/24/25 Tear down
Type of Event (what event encompasses): 2 day rodeo event beginning at 6pm
each night with food and retail vendors.

List any entrance or participation fees that will be charged (if applicable) or N/A: Entrance fees: \$10, \$8, \$5

General Questions

	YES	NO
Is your event charitable / nonprofit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
501c3# <u>[REDACTED]</u>		
Event sponsor has read the Idaho City Park Policy and/or the Historical Foundation Policy & agrees to comply?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the event free?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is this a ticketed event?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will your event have food (either provided or available for purchase)? (If yes, please fill out Food Section)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will your event have vendors (food, cottage industry, service provider, etc.)? (If yes, fill out Vendor Section)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will there be promotional signage at your event? (If yes, please provide examples)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will your event have alcohol (either provided or available for purchase)? (If yes, fill out Alcohol Section) *Fee required	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will your event require a park reservation (John Brogan Memorial, Naylor Park, Rodeo Grounds, etc.)? *Fee may be required	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will your event have road closure or parade?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will your event be held after hours (between dusk to dawn)? *Fee required	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Site Plan Attached? (site plan showing exact locations of all the different function of the event (I.E. show performance spaces; vendor areas; alcohol serving area; emergency services; first aid stations; trash receptacles; porta potties; proposed parking uses, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are you proposing to use electrical generators or amplified sound systems? (If yes, show their locations on your site plan and describe below what they will be used for & what precautions will be taken to see they are used properly and safely. If amplified sound will take place after 11pm a noise variance will be required.) *Fee may be required	<input checked="" type="checkbox"/>	<input type="checkbox"/>

A fee for council approved events will be set at \$25.00 an hour per officer to cover the additional coverage of law enforcement if deemed necessary. The number of hours for events will be determined by the Idaho City Chief of Police. If after-hours work is required the fee shall be \$37.50 an hour per officer for those times. Those hours will be determined by the Idaho City Chief of Police.

Emergency Service, Security, and Lost Child Plans

All Events are required to provide security, and emergency service plans to ensure the safety of event attendees. Some events may be allowed to provide private security. Plans must include location of services during the event, signature from security and emergency service provider, date(s), and times the services will be provided, and contact information for the security and emergency services). All emergency service and security plans must receive approval by the Idaho City Police Department.

This form must be completed and then signed by both EMS & ICPD prior to submitting to the city.

The number of required private security staff is based on the number of event attendees:

- For 0-1,000 attendees – at least two (2) security staff are required at all times.
- For each additional 1,000 attendees – one (1) additional security staff is required at all times.

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Have you scheduled security with ICPD?

Have you scheduled emergency services (EMS)?

Have you scheduled private security?

Based on expected attendance, how many security staff will be staffed at all times?

20

Security Company: Jack Pine Round Up Board & Volunteers

Company Contact Person: _____

Company Email: _____

Phone: _____

EMS Company: _____

Phone: _____

Dates & Times of

service: _____

Onsite Contact Name: _____

Phone: _____

Detailed Security Plan:

Rodeo personnel and volunteers will be on-site at all times. We will have parking attendants directing parking. An ambulance - St. Lukes Sports Medicine will be on the grounds during the rodeo performance.

Detailed security plan for dealing with lost child(ren):

All personnel will be directed to take lost children to the rodeo Secretary trailer. Lost children will be attended by rodeo staff. Announcer will inform over loud speaker.

Detailed EMS Plan:

An ambulance and EMT's along with St. Lukes Sports Medicine will be on site during the performance.

First Aid/Information Table

Location(s) of First-Aid Station: _____

St. Lukes Sports Med + EBCAD

Type(s) of First-Aid Provided: _____

Basic Injury & wound care

Location(s) of Information Table: _____

Secretary's Office

Parking

Primary Parking Location: on-site

Overflow Parking Location: Across Street

List parking fees that will be charged (if applicable): N/A

Parking Plan Description: Contestants will park in the lower parking lot south of the arena. All other areas will be designated for spectator parking.

Traffic Control

Has the city and/or county been contacted about road closures?

YES

NO

☐

☒

Traffic Control Company: Jack Pine Roundup Board + Volunteers

Company Contact Person: Jake Morrison, president

Company Email: jake.m1681@gmail.com

Phone:

Traffic Control & Road Closure Description:

NO road closures necessary during event.

Parade Formation Location & Hours: N/A

Parade Dispersal Location & Hours: N/A

Alcohol

Will alcohol be a part of your event? (If so an alcohol variance will be required.)

Will alcohol be consumed or possessed at the event, but not offered for sale? (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 alcohol be offered for sale? (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.) Alcohol catering permits must be obtained and presented with this event checklist for approval.

YES

NO

☒

☐

☐

☒

☒

☐

Catering OR Benevolent, Charitable, and Public Purpose Events Permit Holder:

Crecent Brewery + Harleys Pub

Type(s) of alcohol to be served at event: Beer + liquor

Serving times for alcohol (to/from): 10pm until Midnight

Type(s) of serving containers: Plastic

**Alcohol catering permit required from the Idaho City Clerk OR Alcohol Permit for Benevolent, Charitable, and Public Purpose Events from Idaho State Police (ISP)*

Detailed plan for age verification (wristbands, ID check, etc.):

ID will be required to be shown prior to purchase, and wristbands will be given to identify 21 and over.

Detailed alcohol security plan:

Will coordinate closely with ICPD in the event of any problems.

- ☐ Attach photos of alcohol area signage that will be displayed at event.
- ☐ Attach detailed map of serving location (including entrances and exits).
- ☐ Attach photo of wrist band.
- ☐ Attach completed/approved Alcohol Catering Permit -

https://idahocity.municipalimpact.com/documents/170/Alcohol_Catering_Application.pdf OR Approved Alcohol Permit for Benevolent, Charitable, and Public Purpose Events from Idaho State Police (ISP)

Food/Vendors

How many vendors will need electricity? 4

List vendor fees that will be charged (if applicable) or N/A: _____

If food is being served, the proper permits from Central District Health (CDH) & Idaho City Clerk must be secured & submitted. *Required

Has the Public Works Department been contacted to schedule vendor electrical inspections, etc.??

***Electrical inspection required for events – please contact the Public Works Department at (208) 392-4584**

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

If you will have vendors at event:

☒ Provide a complete list of participating vendors prior to your event.

Restrooms

Will you be bringing in additional Porto-Potties?

Number of Restrooms: 7

Number of ADA Restrooms: 1

Location of Restrooms: See map

Porto-Potty Company: United Site Services

Phone: 208-871-1412

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Refuse

Have you contacted Idaho City Public Works (208) 392-4584?

Describe below your plans for trash disposal. What are your plans for trash collection and containment, receptacle locations and after-event cleanup?

Location of trash carts: Trash barrels will be placed. Dumpsters will be on-site.

Detailed refuse plan for collection, containment, and after event clean-up:

Trash barrels will be placed through out the venue and dumped into the large dumpster by the ticket booth.

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Event and Promotional Signage

☒ Attach photos of signage as well as dimensions of each sign (required at least 10 days prior to event).

Miscellaneous

***Required for all events: Detailed public notification plan (how will you be letting the public know your event is happening and how street closures, noise, etc. might affect them)**

Sign will be posted at the visitors center.
We advertise on facebook and The Bull 101FM.

Attachment Checklist

	YES	N/A
Limited Liability Insurance Plan (\$1,000,000 in the name of City of Idaho City).....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Event Location Map – Site Plan (all areas identified).....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Schedule of Events.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Detailed Security Plan Requiring Approval by the Idaho City Police Department.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Detailed Emergency Services Plan Approval by the Idaho City Police Department.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Traffic Control & Parking Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Complete List of Participating Vendors.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vendor Permits & Fees.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Confirmation of Event Registration with Central District Health (CDH)..... (Vendors)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Photos of Event and Promotional Signage with Dimensions.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Approved Alcohol Catering Permit/Permit for Benevolent, Charitable, and Public Purpose Events.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Photos of Alcohol Area Signage.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Map of Alcohol Serving Area (including entrances and exits).....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Photo of alcohol wristbands (if applicable).....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Public Notification Letter.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Park Reservation Receipt..... NA	<input type="checkbox"/>	<input type="checkbox"/>
Other Pass-Through Cost Receipt(s)..... NA	<input type="checkbox"/>	<input type="checkbox"/>
Refuse Plan.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community Hall and/or Rodeo Grounds Reservation Information.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Noise Variance Application.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Event Fees: https://idahocity.municipalimpact.com/documents/170/2024-25_Fee_Chart.pdf

Rodeo Grounds / Amphitheatre fee schedule:		Amount
\$		

- | | |
|---|-----------|
| • Non-profit groups \$82.50/day plus (\$4.95) 6% use tax | \$ 174.90 |
| • City Residents, Groups, & Local Government \$185.00/day plus (\$11.10) 6% use tax | \$ |
| • Non-City Residents, & Groups \$370.00/day plus (\$22.20) 6% use tax | \$ |
| • The following security deposit is required, refundable if rental requirements are completed: \$150.00
Cleaning deposit will be forfeited if the grounds/ Amphitheatre / parking area are not in same condition as found or
better, and the key (if used) is not returned. Exceptions may be set by the City Council based on recommendation from
the Idaho City Parks and Recreation Commission..... | \$ 150.00 |
| □ Alcohol Catering Permit.....\$20/day (3-day limit)..... | \$ |
| □ Food Vendor Permit Fee.....\$16.50/day (3-day limit)..... | \$ |
| □ Mobile Food Truck Fee.....\$26.25 application fee & \$21.00/day / \$200/year (5-day limit)..... | \$ |
| □ Vendor License Daily Fee.....\$16.50 (Non-profit \$7.50)..... | \$ |
| □ Vendor License Yearly Fee (Non-refundable) \$55.00 (Non-profit \$25.00) | \$ |
| □ Carnival or public entertainment with less than 10 concessions, rides, or sideshows, daily fee
\$220.50..... | \$ |
| □ Carnival or public entertainment with more than 10 concessions, rides, or sideshows, daily fee shall be \$22.00 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. | |
| □ Pass through Costs (Electricity, Safety Services, Public Notification, Other)..... | \$ |
| □ Law Enforcement Fee \$25/hr. per officer (determined by Chief of Police) | \$ |
| • After Hours Fee \$37.50/hr. per officer (determined by chief of Police) | \$ |
| □ Community Hall Fees | |
| • Nonprofit groups \$44.00/day plus (\$2.64) 6% use tax | \$ |
| • City Residents, Groups, & Local Government \$165.25 plus (\$9.92) 6% use tax | \$ |
| • Non-City Residents, & Groups \$330.50 plus (\$19.83) 6% use tax | \$ |
| • A \$150.00 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 and a set schedule for a
class or multi-day event | |
| □ Temporary Noise Ordinance Application / Noise Variance. \$52.50 profit, \$26.25 non-profit, \$15.75 student..... | \$ 26.25 |
| □ Event Checklist Fee (\$52.50 profit: \$26.25 non-profit: \$15.75 student)..... | \$ |

TOTAL:.....

[illegible]

PD from
2024

ICPD & EMS Use Only

Number of daytime officer hours needed @\$25/hr
 Number of After-Hours officer hours needed @\$37.5/hr

Is this Event Checklist Security & EMS Plan approved by ICPD?


Is this Event Checklist Security & EMS Plan approved by EMS?

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>


 Chief of Police, City of Idaho City


 EMS


 Boise County Sheriff's Office (if applicable)


 Idaho City Fire Protection District (if applicable)

Office Use Only

Event Checklist application fee collected? Card ☐ Cash ☐ Check ☒

IK# 18071
 Receipt # 011540

All applicable fees collected?

Have all applicable attachments been received and reviewed?

Is this Special Event Plan approved?

Alcohol variance approved?

Noise variance approved, & fee collected? Card ☐ Cash ☐ Check ☐ Receipt #

NA ☐

NA ☐

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

EC Application #: 2025-9

Date of Approval:

Special Comments/Instructions



City Clerk



Parks Director (if applicable)

For questions or to submit:

For Questions or to Submit:

Contact the Idaho City Clerk's Office

Monday-Thursday 8:00am to 5:00pm

Friday 9:00am to 3:00pm

511 Main St. Idaho City, ID 83631

PO Box 130, Idaho City, ID. 83631

(208) 392-4584

idahocityclerk@cityofic.org

idahocityoffice@cityofic.org

City of Idaho City Seal

Contact Information:

Idaho City Historical Foundation: Phone: (208)-392-4550

Email: president@idahocityvhf.org

Idaho City Police Department: Chief Brent Watson Phone: 208-392-4596

Email: idahocitypd.194@cityofic.org

East Boise County Ambulance District: Phone: (208) 392-6644

Email: ebcaddirector@co.boise.id.us

OFFICE USE ONLY

Rodeo Grounds Walk Through:

Initial walk through performed with public works?

☐ YES ☐ NO

Comments: _____

Final walk through performed with Public Works?

☐ YES ☐ NO

Comments: _____

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 the city property again?

☐ YES ☐ NO

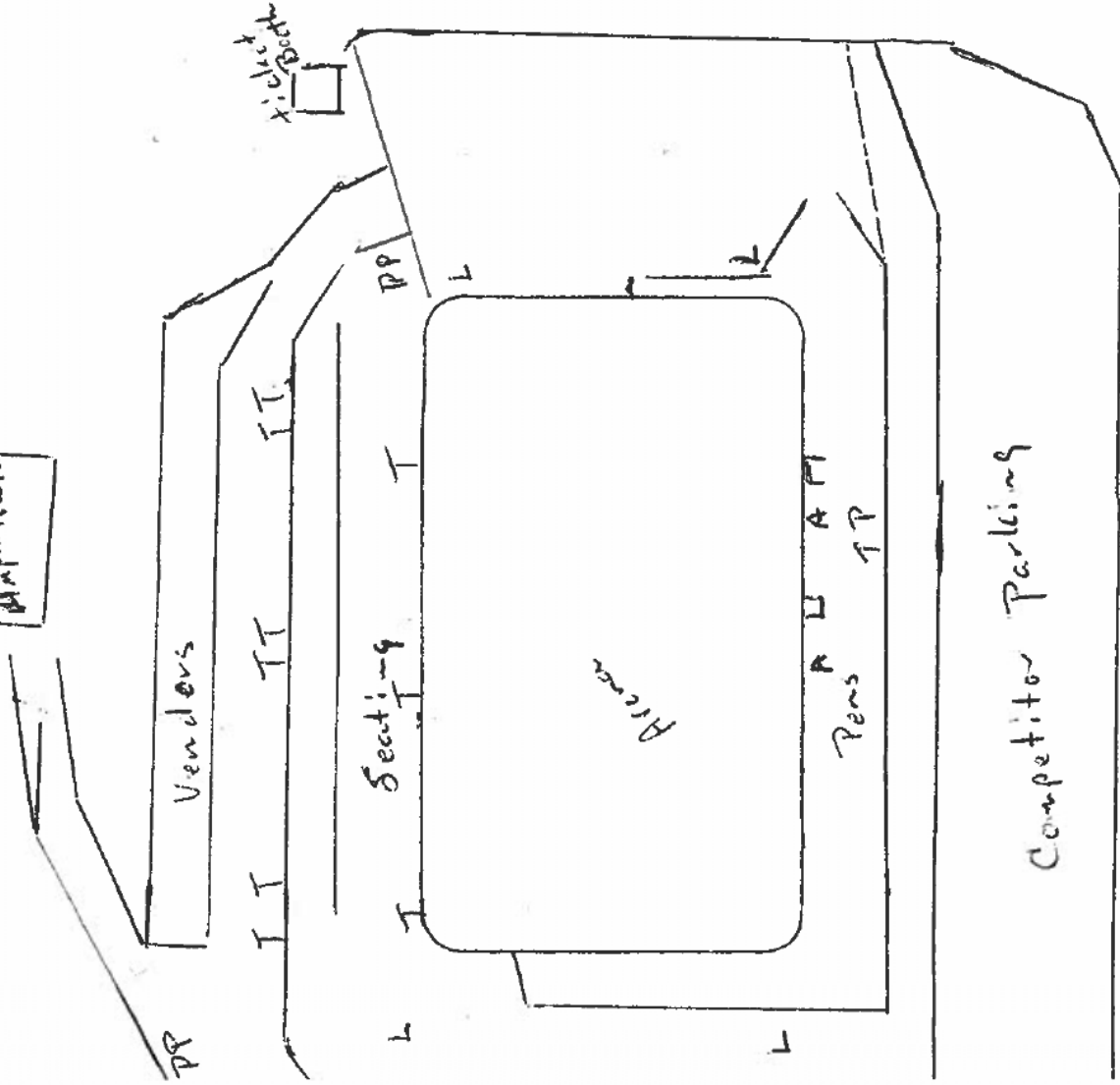
Comments: _____

Signed: _____

Jack Pine Site Map

- L - Light Towers
- A - Amplified Speakers
- P - Porta toilets
- T - trash Cans

Amplified



overflow
Parking

trail

Spectator
Parking

PP

RV Dump

Parking

Overflow parking

2025 Jack Pine Roundup Vendors

- World's Best Corndog
- Peterson's Lemonade
- Hall In Dough Pretzels & Fry Bread Bites
- Crescent Brewery
- Harley's Pub
- Milarose and Co.
- The Place to Feed Your Face
- True North Silver & Stone
- Tony's Tamales & Catering
- Cowgirl Couture Boutique

06/25/25
13:04:04

CITY OF IDAHO CITY
Check/Claim Details
For the Accounting Period: 6/25

Page: 1 of 4
Report ID: AP100W

Line #	Check/ Claim Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
27860S	999999	IDAHO POWER						
	3239		7,793.00					
		Move power pole by water plant						
1	27680474	06/11/25 Water plant power pole move	7,793.00			51 43400	720	10100
		Total Check:	7,793.00					
27861S	23	IDAHO RURAL WATER ASSOCIATION						
	3240		485.00					
1	3990	06/10/25 25-26 Membership dues	485.00*			51 43400	460	10100
		Total Check:	485.00					
27862S	42	NORCO INC						
	3241		34.71					
1	0043720144	05/31/25 Cylinder rent - final	34.71			52 43500	630	10100
		Total Check:	34.71					
27863S	999999	BOISE COUNTY SHERIFF'S OFFICE						
	3242		141.77					
1	2025-citat	06/11/25 Uniform Citations (1/2 of	141.77*			20 42100	610	10100
		Total Check:	141.77					
27864S	273	Nick Mancera						
	3243		133.00					
		Travel / Mileage						
1		06/12/25 Mileage - loader parts 061225	23.27*			20 43200	450	10100
2		06/12/25 Mileage - loader parts 061225	26.60			51 43400	450	10100
3		06/12/25 Mileage - loader parts 061225	16.63*			52 43500	450	10100
4		06/17/25 Mileage - sewer pipe 061725	66.50*			52 43500	450	10100
		Total Check:	133.00					
27865S	81	OXARC						
	3244		3,750.93					
1	32353566	06/13/25 Chlorine	3,750.93*			52 43500	680	10100
		Total Check:	3,750.93					
27866S	305	AG EXPRESS INC.						
	3245		6,120.01					
1	64703	06/13/25 Mag	6,120.01			20 43200	632	10100
		Total Check:	6,120.01					
27867S	222	WESTERN STATES EQUIPMENT CO.						

06/25/25
13:04:04

CITY OF IDAHO CITY
Check/Claim Details
For the Accounting Period: 6/25

Page: 2 of 4
Report ID: AP100W

Check/ Line #	Vendor #/Name/ Claim Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	3246	1,126.52					
1	3226525 06/12/25 Loader parts	1,126.52			20 43200	540	10100
	Total Check:	1,126.52					
27868S	33 BOISE OFFICE EQUIPMENT						
	3247	65.33					
1	4850806 06/11/25 Copier services	22.87			10 41500	330	10100
2	4850806 06/11/25 Copier services	26.13			51 43400	330	10100
3	4850806 06/11/25 Copier services	16.33			52 43500	330	10100
	Total Check:	65.33					
27869S	999999 BOISE BASIN LIBRARY						
	3248	150.00					
1	06/21/25 Com Hall Dep Refund 062125	150.00*			10 41500	360	10100
	Total Check:	150.00					
27870S	999999 JAMES CORRELL						
	3249	228.75					
1	25-9043 06/17/25 Sprinkler reimbursement	228.75			10 41500	930	10100
	Total Check:	228.75					
27871S	235 MICROTECH SYSTEMS						
	3250	588.00					
1	88775 06/23/25 IT Services	88.20			10 41500	350	10100
2	88775 06/23/25 IT Services	294.00			51 43400	350	10100
3	88775 06/23/25 IT Services	205.80			52 43500	350	10100
	Total Check:	588.00					
# of Claims		12	Total:	20,617.02			

06/25/25
13:04:04

CITY OF IDAHO CITY
Fund Summary for Claims
For the Accounting Period: 6/25

Page: 3 of 4
Report ID: AP110

Fund/Account	Amount
10 GENERAL FUND	
10100 Checking-Cash in Bank	489.82
20 STREET FUND	
10100 Checking-Cash in Bank	7,411.57
51 WATER FUND	
10100 Checking-Cash in Bank	8,624.73
52 SEWER FUND	
10100 Checking-Cash in Bank	4,090.90
Total:	20,617.02

06/25/25
13:04:04

CITY OF IDAHO CITY
Claim Approval Signature Page
For the Accounting Period: 6 / 25

Page: 4 of 4
Report ID: AP100A

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

CASH VOUCHERS

Authorized by: _____ Date: _____

**State of Idaho
Department of Environmental Quality**

**AUTHORIZING RESOLUTION
Attachment SRF-03**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IDAHO CITY, IDAHO AUTHORIZING THE MAYOR TO SIGN ALL APPLICATIONS, FUNDING AGREEMENTS, AND OTHER DOCUMENTS RELATING TO THE DRINKING WATER IMPROVEMENTS PROJECT (PROJECT).

WHEREAS, the City intends to develop a Project for its drinking water facilities for the City of Idaho City drinking water system, such Project being necessary to determine the needs of the area for health, safety, and wellbeing of the people; and

WHEREAS, the Project is to be developed in accordance with the requirements in Idaho "Rules for Administration of Planning Grants for Drinking Water and Wastewater Facilities" (IDAPA 58.01.22), "Rules for Administration of Wastewater and Drinking Water Loan Funds" (IDAPA 58.01.12) and will set forth drinking water facilities required to be constructed to serve the needs of the area; and

WHEREAS, the costs of the Project of the drinking water facilities are eligible for state funding;

NOW, THEREFORE, BE IT RESOLVED by the City Council of City of Idaho City, Idaho, that the Mayor is/are duly authorized to sign applications, grant agreements and amendments, and other documents relating to drinking water Projects.

Passed and adopted by the City Council of the City of Idaho City, Idaho on the _____ day of _____.

By the following votes:

AYES: _____ **NAYS:** _____

ATTESTED BY:

City Clerk

Mayor

UTILITY BILLING SYSTEM Report ID: 1020

PAST DUE 60 OR MORE DAYS

For target date 06/05/2025

CITY OF IDAHO CITY

08:03:56 - 06/05/2025

Account	Route - Meter Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20001-03	00-NONE	[REDACTED]	302 ELK CREEK ROAD		COMMERCIAL	
	51 - WATER BASE	<i>Agreement</i>				
	52 - SEWER					
	51 - WATER LATE FEE			7156.74		6502.62
	52 - SEWER LATE FEE					
	51 - MISC			7494.41		7494.41
	51 - OVERPAYMENT					
			Subtotal for Account 20001-03 :	14651.15		13997.03
20002-00	02-02	[REDACTED]	305 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE	<i>7-Day PD #200 6/23/25 Agreement</i>		196.56		131.04
	51 - WATER USAGE			2.08		2.08
	51 - DEQ - DW1104			51.75		34.50
	52 - SEWER			109.02		72.68
	51 - WATER LATE FEE			19.97		6.66
	52 - SEWER LATE FEE			13.93		6.66
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20002-00 :	393.31		253.62
20031-00	02-31	[REDACTED]	418 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE	<i>7-Day PD #270 6/15/25 Agreement</i>		209.61		144.09
	51 - WATER USAGE			46.71		46.71
	51 - DEQ - DW1104			51.75		34.50
	52 - SEWER			145.36		109.02
	51 - WATER LATE FEE			30.05		10.97
	52 - SEWER LATE FEE			21.87		10.97
	51 - OVERPAYMENT					
			Subtotal for Account 20031-00 :	505.35		356.26
20121-00	02-121	[REDACTED]	207 W WALULLA STREET		RESIDENTIAL	
	51 - WATER BASE	<i>7-Day PD w full portal 6/9/25</i>		196.56		131.04
	51 - WATER USAGE			9.38		9.38
	51 - DEQ - DW1104			51.75		34.50
	52 - SEWER			109.02		72.68
	51 - WATER LATE FEE			21.06		7.02
	52 - SEWER LATE FEE			14.29		7.02
	51 - OVERPAYMENT					
			Subtotal for Account 20121-00 :	402.06		261.64
20125-00	02-125	[REDACTED]	309 W WALULLA STREET		RESIDENTIAL	
	51 - WATER BASE	<i>Letter Sent</i>		156.95		91.43
	51 - WATER USAGE			4.92		4.92
	51 - DEQ - DW1104			34.50		17.25
	52 - SEWER			109.02		72.68
	51 - WATER LATE FEE			19.28		9.64
	52 - SEWER LATE FEE			18.27		11.00
	51 - MISC					
	51 - ON/OFF FEE					
	51 - NSF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20125-00 :	342.94		206.92
20126-00	02-126	[REDACTED]	316 W WALULLA STREET		RESIDENTIAL	
	51 - WATER BASE	<i>Agreement</i>		206.61		141.09
	51 - WATER USAGE					
	51 - DEQ - DW1104			51.75		34.50
	52 - SEWER			145.36		109.02
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE					
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20126-00 :	403.72		284.61

UTILITY BILLING SYSTEM Report ID: 1020

PAST DUE 60 OR MORE DAYS

For target date 06/05/2025

CITY OF IDAHO CITY

08:03:56 - 06/05/2025

Account	Route - Meter	Customer Name	Service Address	User Type	Balance	Past Due
Fund - Service						
20131-00	02-131	[REDACTED]	116 COTTONWOOD STREET	RESIDENTIAL		
		??	Last PD 9/6/24			
	51 - WATER BASE				589.68	524.16
	51 - WATER USAGE					
	51 - DEQ - DW1104				155.25	138.00
	52 - SEWER				327.06	290.72
	51 - WATER LATE FEE				209.67	157.25
	52 - SEWER LATE FEE				234.12	205.05
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20131-00 :		1515.78	1315.18
20139-00	02-139	[REDACTED]	109 COMMERCIAL STREET	RESIDENTIAL		
		Letter sent				
	51 - WATER BASE				131.04	65.52
	51 - WATER USAGE				13.86	3.58
	51 - DEQ - DW1104				34.50	17.25
	52 - SEWER				79.08	42.74
	51 - WATER LATE FEE				13.62	6.91
	52 - SEWER LATE FEE				11.18	6.91
	51 - OVERPAYMENT					
			Subtotal for Account 20139-00 :		263.48	142.91
20143-00	02-143	[REDACTED]	201 COMMERCIAL STREET	RESIDENTIAL		
		Letter sent				
	51 - WATER BASE				162.75	97.23
	51 - WATER USAGE				10.72	10.72
	51 - DEQ - DW1104				34.50	17.25
	52 - SEWER				109.02	72.68
	51 - WATER LATE FEE				21.60	10.80
	52 - SEWER LATE FEE				19.49	12.22
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20143-00 :		358.08	220.90
20163-00	02-163	[REDACTED]	2 SUMMERVOLD ROAD	RESIDENTIAL		
		7-Day				
	51 - WATER BASE				196.56	131.04
	51 - WATER USAGE				4.48	4.48
	51 - DEQ - DW1104				51.75	34.50
	51 - WATER LATE FEE				20.33	6.78
	52 - SEWER LATE FEE				6.78	6.78
	51 - OVERPAYMENT					
			Subtotal for Account 20163-00 :		279.90	183.58
20209-00	02-209	[REDACTED]	302 W WALULLA STREET	RESIDENTIAL		
		PD # 270 6/5/25				
	51 - WATER BASE				196.56	131.04
	51 - WATER USAGE				17.28	17.28
	51 - DEQ - DW1104				51.10	33.85
	52 - SEWER				109.02	72.68
	51 - WATER LATE FEE				22.25	7.42
	52 - SEWER LATE FEE				14.89	7.42
	51 - OVERPAYMENT					
			Subtotal for Account 20209-00 :		410.90	269.69
20223-00	02-223	[REDACTED]	132 PROSPECTOR LANE	RESIDENTIAL		
		Deposit paid + check coming for past due				
	51 - WATER BASE				458.68	393.16
	51 - WATER USAGE				37.88	14.86
	51 - DEQ - DW1104				86.25	69.00
	52 - SEWER				327.06	290.72
	51 - WATER LATE FEE				7.04	7.04
	52 - SEWER LATE FEE				34.17	34.17
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20223-00 :		951.08	808.95

UTILITY BILLING SYSTEM Report ID: 1020

PAST DUE 60 OR MORE DAYS

For target date 06/05/2025

CITY OF IDAHO CITY

08:03:56 - 06/05/2025

Account	Route - Meter	Customer Name	Service Address	Balance	User Type	Past Due
Fund - Service						
20232-00	02-232	[REDACTED]	207 E WALULLA STREET		RESIDENTIAL	
51 - WATER BASE		Letter sent		131.04		65.52
51 - WATER USAGE				13.04		2.61
51 - DEQ - DW1104		PD 200 6/5/25		34.50		17.25
52 - SEWER		portal		85.12		48.78
51 - WATER LATE FEE				13.62		6.81
52 - SEWER LATE FEE				11.69		6.81
51 - MISC						
51 - OVERPAYMENT		PD w full 6/17/25				
			Subtotal for Account 20232-00	289.01		147.78
20246-00	02-246	[REDACTED]	416 ELK CREEK ROAD		RESIDENTIAL	
51 - WATER BASE		7-Day		196.56		131.04
51 - WATER USAGE				37.32		14.90
51 - DEQ - DW1104				51.75		34.50
52 - SEWER		PD A75 6/12/25		109.02		72.68
51 - WATER LATE FEE		Agreement		21.89		7.30
52 - SEWER LATE FEE				14.57		7.30
51 - OVERPAYMENT						
			Subtotal for Account 20246-00	431.11		267.72
20278-00	02-278	[REDACTED]	301 W WALULLA STREET		RESIDENTIAL	
51 - WATER BASE		Letter sent		131.04		65.52
51 - WATER USAGE				32.03		1.71
51 - DEQ - DW1104		PD A188 6/5/25		34.50		17.25
52 - SEWER				93.82		57.48
51 - WATER LATE FEE				13.45		13.45
52 - SEWER LATE FEE				13.45		13.45
51 - ON/OFF FEE						
51 - OVERPAYMENT						
			Subtotal for Account 20278-00	318.29		168.86

Total Balance: 21536.16

Total Past Due: 18885.65