CITY OF IDAHO CITY

AGENDA

REGULAR CITY COUNCIL MEETING
Wednesday, July 10, 2024
7:00 P.M
City Hall, 511 Main Street, Idaho City, ID 83631

Join Zoom Meeting
https://us02web.zoom.us/j/85913106899?pwd=VW51QWRNNGE3eVVsSlhNTHRadGo5QT09
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 26, 2024 ***ACTION ITEM***
B. IDAHO CITY EVENT CHECKLIST: ***ACTION ITEM***
C. BILLS/PAYABLES: JUNE 27, 2024 THROUGH JULY 10, 2024 ***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

A. VERTICAL INFILTRATION GALLERY QUOTES

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
B. IDAHO CITY FIRE PROTECTION DISTRICT - ***ACTION ITEM***
C. JOHN DEERE BACKHOE DISCUSSION - ***ACTION ITEM***
D. RV DUMP DISCUSSION - ***ACTION ITEM***

VII. NEW BUSINESS

A. BBIA VISITORS CENTER BATHROOM UPGRADES & BUDGET

VIII. EMPLOYEE UPDATES

A. PUBLIC WORKS
B. LAW ENFORCEMENT
C. CLERK/TREASURER'S OFFICE
    1. BUDGET UPDATES
    2. WATER AND SEWER UPDATES, ***ACTION ITEM***
    3. CLEARWATER UPDATE
        a. CLEARWATER COMP PLAN ADDENDUM ***ACTION ITEM***
D. CITY ATTORNEY

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 BUDGET WORK SESSION: JULY 24, 2024
B. NEXT REGULAR MEETING: JULY 24, 2024

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:

Public Works Director:
Tami Claus
idahocitypublicworks@cityofic.org
Public Works:
Nick Mancera
Dallas DeCory

City Clerk-Treasurer:
Nancy L Ptak
idahocityclerk@cityofic.org
Deputy Clerk
Kaleb Goodlett
idahocityoffice@cityofic.org
Utility Billing Clerk
Sue Robinson
4cityfolk@cityofic.org

511 Main Street
PO Box 130
Idaho City, ID 83631
(208)392-4584
operating hours
Monday- Thursday
8 am - 5 pm
Friday 9am -3pm

CITY OF IDAHO CITY

AGENDA

REGULAR CITY COUNCIL MEETING
Wednesday, June 26, 2024
7:00 P.M
City Hall, 511 Main Street, Idaho City, ID 83631

MINUTES

Join Zoom Meeting
https://us02web.zoom.us/j/85913106899?pwd=VW51QWRNNGE3eVVsSlhNTHRadGo5QT09
Meeting ID: 859 1310 6899
Passcode: iccouncil

CALL MEETING TO ORDER: Mayor Everhart called the regular city council meeting to order at 7:00 PM
ROLL CALL: Clerk Ptak called roll, Elliott, Adams, Secor, Heffington in attendance. .
PLEDGE OF ALLEGIANCE: Mayor Everhart led the pledge of allegiance.

Mayor Everhart moved the Clerk/Treasurer item 2. Clearwater Update up in the agenda. Clerk Ptak explained to council that she has asked Clearwater to help propose an item for the budget that will enable the city to pay back the water bond. In doing research on other cities or counties when a bond or levy is passed it is added onto property taxes as a separate line item. With Idaho City's water bond we should be adding a separate line item for the bond repayment. With the current number of accounts it would add 24-25 dollars to each water bill, and as more accounts are added that number will go down. If this is an approach that council would want to take there would need to be public hearings for explanation etc. Counselor Elliott questioned why this would go on water bills and not the tax bill. Jace Perry with Clearwater explained that it is the type of bond. The water bond is a revenue bond so the revenue from the water system is used to repay the debt service payments. Whereas a school bond, or a fire district bond is a general obligation bond that is secured with a levy on property taxes. Discussion on revenue bonds ensued. City Attorney Callahan added that in Idaho law, water and sewer are treated differently and have some special provisions for special types of financing because the systems themselves should be self-supporting including for improvements. Discussion on the public, repayment, and bill amounts ensued.

I. CONSENT AGENDA

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A. APPROVAL OF MINUTES: JUNE 12, 2024 ***ACTION ITEM***

Counselor Elliott made a motion, seconded by Adams, to approve the minutes dated June 12, 2024. 4 ayes. Motion carried.

B. IDAHO CITY EVENT CHECKLIST:

1. IDAHO CITY HISTORICAL FOUNDATION – 4TH OF JULY CELEBRATION, JULY 4, 2024 ***ACTION ITEM***

Counselor Secor made motion, seconded by Adams, to approve the event checklist for the Idaho City Historical Foundation 4th of July Celebration. 4 ayes. Motion carried. Counselor Secor made a motion, seconded by Adams, to approve an alcohol variance for the 4th of July Celebration from 10-4. 4 ayes. Motion carried.

C. BILLS/PAYABLES: JUNE 13, 2024 THROUGH JUNE 26, 2024 ***ACTION ITEM***

Counselor Secor made a motion, seconded by Elliott, to approve the bills June 13, 2024 through June 26, 2024 in the amount of $15,658.32. 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 there were a couple of questions from DEQ and adjustments to the plan. Those have been resubmitted. Bid requests have gone out. Because the amount is low the formal bidding process is not needed.

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. RESOLUTION 2024-06 INTERGOVERNMENTAL AGREEMENT WITH BOISE COUNTY FOR INSPECTION SERVICES

City Attorney Callahan explained that the resolution is not ready at this time.

VI. OLD BUSINESS

A. PROPERTY SWAP WITH SECOR

No new information.

B. IDAHO CITY FIRE PROTECTION DISTRICT - ***ACTION ITEM***

Mayor Everhart explained that the City Attorney will be sending a response letter.

C. JOHN DEERE BACKHOE DISCUSSION

Deputy Clerk Goodlett explained that CAT has provided 2 quotes. The difference between the two is the type of blade. Goodlett also explained some of the payment options that the CAT rep had provided. Mayor Everhart added that this is similar to the loader in that the city would own the blade and that can be used on future machines. Leasing the machines has been a benefit to the city and saved on repairs, etc.

VII. NEW BUSINESS

A. IDAHO CITY COMPREHENSIVE PLAN ***ACTION ITEM***

Mayor Everhart explained that this was discussed in the work session that took place prior to the council meeting.

VIII. COMMITTEE REPORTS

A. PARKS & RECREATION COMMISSION

B. HISTORIC PRESERVATION COMMISSION

Rhonda Jameson explained that Susan Kelly attended the last ICHPC meeting looking for a certificate of appropriateness, but she had not yet put in an application. Kelly submitted an application and there was special meeting on Monday that went over her plans and provided recommendations. Jameson also wanted to remind council that a few months ago they had told Kelly that they would not entertain a redistricting for one person. Because there is a grant coming up that would review the Historical District borders and possibly change them, that would be the opportunity for Kelly to submit her request to be removed from the Historical District. Jameson has contacted consultants and is receiving letters for someone to reassess the survey plans for the district. During the Comp Plan meeting Jameson was able to speak with Marc Carignan and provide him with a spreadsheet with all of the addresses/lots/owners with the comparison of what P&Z says the zoning use is and what it actually is.

C. PLANNING & ZONING COMMISSION

1. "COTTAGE" TYPE DEVELOPMENT

Clerk Ptak explained the email that was sent. Counselor Elliott asked what P&Z would like from council, and Ptak responded that they want council to be aware. Jon Adams explained that the commission is trying to get everything in order prior to having a public hearing and is requesting input from council.

D. IDAHO CITY CHAMBER OF COMMERCE

IX. EMPLOYEE UPDATES

A. PUBLIC WORKS

Public Works Director Claus informed council that Bear Run is almost done. All of the roads have been magged. Claus is getting quotes for the emulsion treatment for Montgomery. Two sand bays have been cleaned and the third will be cleaned tomorrow. The rodeo grounds is ready to go. The water meter for Leese was moved and new water line put in. There have been lots of alarms at the water plant due to floats in the wells. Claus has things working currently and will be showing Mancera how to change them out. There is a problem with a chlorine pump and Claus is having someone come up to repair. Claus is also looking for quotes on a portable water tank on a trailer and asked what size. Secor suggested 500-750 gallon. Discussion on the water tank and the dump truck ensued. Claus added that she has been keeping up on the bathrooms but there is one toilet that will not flush. The parts for repair have been ordered and there is an out of order, do not use sign on it. Counselor Elliott asked Claus if she was told about the inmate labor situation. Claus responded that she had contacted them, but they are out working on fire. The fence at the sewer plant is almost finished but Claus will need to file for a 404 to go across the creek. Discussion on Bear Run and potholes ensued. Clerk Ptak asked Claus about the turbidity meters that were discussed at a previous meeting and was wondering if that was something that had to wait until next budget year, or could they be purchased this year. Claus responded that it did not have to wait until next budget year. Ptak further explained that there is room in the budget this year and that will leave room next year for other things. Claus will get them ordered and would like the service contract as well.

B. LAW ENFORCEMENT

Chief Watson explained that there have been 89 events over the last 30 days. Roughly 47 of those were traffic stops. The Goldmine was chosen by the Zach Bryan band to give 9 digital tracks of his new album for an early release this weekend. Ellis has contracted a private security company for the weekend and has set up overflow parking at Trudy's, the post office, and Mormon church. The kitchen at the Goldmine will not be open but Ellis will be having some food trucks come up. There will be a couple of beer trucks coming up as well. Mayor Everhart want to make sure that those trucks would not be set up in Trudy's parking lot. Chief Watson responded that all vendors would be on the Goldmine property including the beer, and Trudy's would just be used for overflow parking. Watson added that 4 ISP troopers would also be coming up for the weekend. Discussion on

other event items ensued. Mayor Everhart added that they needed to keep an eye on the time and noise decibel level to ensure compliance. Carrie Ann Kowalczyk asked what the cut off time for music is, and Mayor Everhart responded 11pm. Chief Watson added that Thursday he will be attending a class at Boise State put on by the FBI & CDC talking about criminal investigation.

C. CLERK/TREASURER'S OFFICE

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

Clerk Ptak explained the water sewer updates in the packet.

2. CLEARWATER UPDATE

Update provided at beginning of meeting.

3. ASSIGNING ADDRESS FOR HOUSE (RPI00000266103) SEPARATE FROM IDAHO CITY GROCERY (RPI00000266113) ***ACTION ITEM***

Clerk Ptak explained that in the packet is a survey of the grocery store, the home behind it, the café, and the other home when Trudy still owned it. The survey was recorded in 2015 and there is no record in the city where council, or the clerk approved property splits. The grocery store and home were once on one lot and are now separate. Currently they are being served by one water meter. At some point an address was attached to the home but it is not recognized by USPS because it is not recognized by the city. The split was never officially approved by city council and there is no record from the county that the city approved, but the county went ahead took the survey and did the split. Ptak added that this is an easy fix, and the city can approve the address, but in the future there could be a problem if one of the lots is sold and they are still serviced with one water sewer connection. City Attorney Callahan agreed that it would be best to fix the issue now before there is no longer unity of ownership. Callahan will work with Ptak and the owners in the first conversations on how to resolve the issue. Discussion on the water meter location and easements ensued.

D. CITY ATTORNEY

X. COUNCIL UPDATES

Counselor Adams explained the last few weekends and during the week that she has gone by the RV dump there have been people spraying the water all over and kids playing in the water. Something needs to be done on the excess water usage. Adams added that she has also seen big trucks taking water late at night. Discussion on the water usage, ways to regulate it, theft of services, and cameras ensued.

XI. MAYOR UPDATES

XII. CITIZEN COMMENTS

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Carrie Ann Kowalczyk explained that the Department of Labor was giving out free CDL classes but was not sure if that is still being offered. Kowalczyk thanked everyone for the roads and appreciated the work. Kowalczyk asked if another officer was going to be hired, and Mayor Everhart explained that there are ongoing discussions and there is not a set plan as of yet.

XIII. UPCOMING MEETINGS

A. NEXT BUDGET WORK SESSION: JULY 10, 2024

B. NEXT REGULAR MEETING: JULY 10, 2024

ADJOURNMENT 8:21 PM

ATTEST:

Date approved:

Nancy L Ptak, City Clerk-Treasurer

Ken Everhart, Mayor

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Tom Secor Jr
Ashley M Elliott
Mari Adams
Ryan Heffington

Chief of Police:
Brent Watson
Idahocitypd.194@cityofic.org

City officers:

Public Works Director:
Tami Claus
idahocitypublicworks@cityofic.org

Public Works:
Nick Mancera
Dallas DeCory

City Clerk-Treasurer:
Nancy L Ptak
idahocityclerk@cityofic.org

Deputy Clerk
Kaleb Goodlett
idahocityoffice@cityofic.org

Utility Billing Clerk
Sue Robinson
4cityfolk@cityofic.org

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Line #	Check/ Claim	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
27344S		273 Nick Mancera									
	2798		63.97								
Travel / Mileage											
1		na 06/27/24 Mileage	25.59			10		41500	450		10100
2		na 06/27/24 Mileage	26.87			51		43400	450		10100
3		na 06/27/24 Mileage	11.51			52		43500	450		10100
		Total Check:	**63.97**								
27345S		235 MICROTECH SYSTEMS									
	2800		147.00								
1		80038 06/28/24 IT Services	44.10*			10		41500	350		10100
2		80038 06/28/24 IT Services	73.50*			51		43400	350		10100
3		80038 06/28/24 IT Services	29.40*			52		43500	350		10100
		Total Check:	**147.00**								
27346S		125 FERGUSON ENTERPRISES, INC									
	2801		50.87								
1		2756853 06/26/24 Vis Center Bathroom repair	50.87			10		41500	620		10100
		Total Check:	**50.87**								
27347S		8 JOHN DEERE CREDIT									
	2802		2,451.01								
1		2921403 06/14/24 Backhoe lease	490.20*			20		43200	742		10100
2		2921403 06/14/24 Backhoe lease	1,372.57*			51		43400	742		10100
3		2921403 06/14/24 Backhoe lease	588.24*			52		43500	742		10100
		Total Check:	**2,451.01**								
27348S		286 Merrick & Co.									
	2803		15,973.40								
1		7876 05/31/24 DWIP 234.0090: Task 01	15,812.60			51		43400	720		10100
2		7876 05/31/24 DWIP 234.0090: Task 02	160.80			51		43400	720		10100
		Total Check:	**15,973.40**								
27349S		265 T-Mobile									
	2804		433.57								
1		June 06/21/24 Council ipads	32.41			10		41500	493		10100
2		June 06/21/24 Council ipads	54.03			51		43400	493		10100
3		June 06/21/24 Council ipads	21.61			52		43500	493		10100
4		June 06/21/24 Cell Phones	48.86			10		41500	492		10100
5		June 06/21/24 Cell Phones	81.44			51		43400	492		10100
6		June 06/21/24 Cell Phones	32.58			52		43500	492		10100
7		June 06/21/24 Law Enforcement	162.64			10		42100	492		10100
		Total Check:	**433.57**								
27350S		152 GEM COUNTY									

Line #	Check/ Claim	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
	2805		3,000.00							
1	NA 07/01/24	Prosecuting Attorney Fees	3,000.00			10	42100	570		10100
		Total Check:	**3,000.00**							
27351S	119	HANSON JANITORIAL SUPPLY, INC								
	2806		645.84							
1	762535 06/07/24	Janitorial & Cleaning Supplies	645.84			10	41500	611		10100
		Total Check:	**645.84**							
27352S	204	TAMRA CLAUS								
	2807		59.19							
1	NA 06/28/24	WWTP Mileage	59.19			52	43500	450		10100
		Total Check:	**59.19**							
27353S	287	Clearwater Financial LLC								
	2808		66.81							
1	3144 06/30/24	Travel - 6/26/24 joint meeting	66.81			10	41500	915		10100
		Total Check:	**66.81**							
27354S	9	NAPA AUTO PARTS								
	2809		29.48							
1	481-641507 06/06/24	Compactor parts	29.48*			20	43200	610		10100
		Total Check:	**29.48**							
27355S	999999	GOLD DUST ARENA COMMITTEE INC.								
	2810		150.00							
1	NA 04/22/24	Rodeo Grounds Dep. Refund	150.00*			10	41500	365		10100
		Total Check:	**150.00**							
27356S	10	ANALYTICAL LABORATORIES, INC								
	2811		860.00							
1	2404437 06/30/24	Wastewater monitoring	860.00			52	43500	683		10100
		Total Check:	**860.00**							
27357S	49	D&B SUPPLY INC								
	2812		159.90							
1	3928 06/30/24	Replacement posts - RG	159.90			10	41500	930		10100
		Total Check:	**159.90**							
27358S	81	OXARC								

Line #	Check/ Claim	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
	2813		2,047.22							
1		0032104863 06/28/24 Sodium Hypochlorite	652.50			51	43400	680		10100
2		0032104863 06/28/24 Delivery	44.25			51	43400	680		10100
3		0032104863 06/28/24 Chlorine	1,306.22			52	43500	680		10100
4		0032104863 06/28/24 Delivery	44.25			52	43500	680		10100
		Total Check:	**2,047.22**							
27359S		23 IDAHO RURAL WATER ASSOCIATION								
	2814		1,000.00							
1		2154 06/30/24 Responsible Charge Operator	1,000.00*			52	43500	113		10100
		Total Check:	**1,000.00**							
27360S		171 US BANK								
	2815		1,262.52							
Office Supplies										
Postage										
1		4147705601 05/30/24 HP Ink	20.99							
						10	41500	305		10100
2		4147705601 05/30/24 Sales Tax	1.26			10	41500	590		10100
3		2791962513 06/03/24 HP Ink	20.99			10	41500	305		10100
4		2791962513 06/03/24 Sales Tax	1.26			10	41500	590		10100
16		0821815 06/05/24 Copy Paper	99.98			10	41500	305		10100
17		0821815 06/05/24 Copy Paper	69.99*			51	43400	305		10100
18		0821815 06/05/24 Copy Paper	29.99			52	43500	305		10100
19		0821815 06/05/24 Sales tax	12.00			10	41500	590		10100
20		na 06/06/24 ICOPA conference	350.00*			10	42100	470		10100
21		09906129 06/06/24 City Hall Supplies	19.59			10	41500	305		10100
22		09906129 06/06/24 City Hall Supplies	13.71*			51	43400	305		10100
23		09906129 06/06/24 City Hall Supplies	5.88			52	43500	305		10100
24		69m9x50p 06/24/24 Business cards	43.44			10	41500	305		10100
25		69m9x50p 06/24/24 Business cards	30.41*			51	43400	305		10100
26		69m9x50p 06/24/24 Business cards	13.03			52	43500	305		10100
28		1544750831 06/25/24 Postage	371.00*			51	43400	310		10100
29		1544750831 06/25/24 Postage	159.00*			52	43500	310		10100
		Total Check:	**1,262.52**							

# of Claims 17 **Total: 28,400.78**

Fund/Account	Amount
10 GENERAL FUND	
10100 Checking-Cash in Bank	4,956.53
20 STREET FUND	
10100 Checking-Cash in Bank	519.68
51 WATER FUND	
10100 Checking-Cash in Bank	18,763.67
52 SEWER FUND	
10100 Checking-Cash in Bank	4,160.90
Total:	**28,400.78**

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

CASH VOUCHERS

Authorized by: _____ Date: _____

REQUEST TO APPEAR ON AGENDA

Today's Date: 6-26-24

Name: Rhonda Jameson

Subject: BBIA chairman

Visitor Center bathroom

upgrades request for budget

Will this be an action item? YES_____ NO__✓__

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

Date of city council meeting you wish to appear on the agenda:

July 10th

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

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

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

Questions? Please call City Hall at 208-392-4584 or email idahocityclerk@cityofic.org or idahocityoffice@cityofic.org

CITY OF IDAHO CITY

Revenue Budget vs. Actual

For the Accounting Period: 6 / 24

Fund	Fund Descript	Accoun	Account Description	Received Current Month	Received YTD	Estimated Revenue	Revenue to be Received
10	GENERAL FUND	31100	Property Taxes	1,396.75	64,349.54	108,647.00	44,297.46
10	GENERAL FUND	31200	Property Tax Penalty and Interest	148.85	493.49	2,375.00	1,881.51
10	GENERAL FUND	31300	Personal Property Tax Replacement	0.00	2,407.13	0.00	-2,407.13
10	GENERAL FUND	31400	Court Revenue	478.80	2,959.64	20,000.00	17,040.36
10	GENERAL FUND	32100	Beer Licenses	0.00	225.00	1,200.00	975.00
10	GENERAL FUND	32200	Liquor Licenses	0.00	0.00	1,200.00	1,200.00
10	GENERAL FUND	32300	Wine Licenses	0.00	225.00	1,000.00	775.00
10	GENERAL FUND	32400	Business Licenses	0.00	3,380.25	4,436.00	1,055.75
10	GENERAL FUND	32500	Vendors Permits	322.00	1,937.00	2,163.00	226.00
10	GENERAL FUND	32510	Food Truck Permits	278.25	914.00	0.00	-914.00
10	GENERAL FUND	32600	Catering Permits	40.00	100.00	160.00	60.00
10	GENERAL FUND	32700	Building Permits	1,258.54	6,912.02	25,000.00	18,087.98
10	GENERAL FUND	32800	Animal Licenses	0.00	131.00	500.00	369.00
10	GENERAL FUND	32900	Idaho Power Storage Space	0.00	0.00	500.00	500.00
10	GENERAL FUND	33500	State Liquor Appropriation	0.00	18,621.00	31,800.00	13,179.00
10	GENERAL FUND	33700	State Sales Tax	0.00	0.00	12,807.00	12,807.00
10	GENERAL FUND	33800	State Revenue Sharing	0.00	39,830.15	57,552.00	17,721.85
10	GENERAL FUND	33940	Law Enforcement Grants	1,000.00	10,383.22	40,000.00	29,616.78
10	GENERAL FUND	33950	CLG Grant (Historic)	0.00	0.00	5,000.00	5,000.00
10	GENERAL FUND	33955	PARKS AND REC GRANT REVENUE	0.00	0.00	2,500.00	2,500.00
10	GENERAL FUND	33960	Parks & Rec	0.00	1,000.00	0.00	-1,000.00
10	GENERAL FUND	34140	Copy Fees	0.00	0.00	25.00	25.00
10	GENERAL FUND	34200	Event Checklist Fees	26.75	263.00	300.00	37.00
10	GENERAL FUND	34210	Event Fees- Law Enforcement	0.00	0.00	4,000.00	4,000.00
10	GENERAL FUND	34220	Noise Variance Application	0.00	26.25	0.00	-26.25
10	GENERAL FUND	34410	Cemetery Plots	375.00	525.00	5,000.00	4,475.00
10	GENERAL FUND	34500	PLANNING and ZONING FEES	0.00	103.00	2,000.00	1,897.00
10	GENERAL FUND	36100	Checking Interest	0.00	46.25	155.00	108.75
10	GENERAL FUND	36200	Savings Interest	0.00	0.00	181.00	181.00
10	GENERAL FUND	36400	LGIP MONTHLY-reinvestment	0.00	168.49	150.00	-18.49
10	GENERAL FUND	36500	Misc Receipts	0.00	754.43	10,000.00	9,245.57
10	GENERAL FUND	36740	Donations - City Hall	0.00	87.00	0.00	-87.00
10	GENERAL FUND	36750	Donations-Law Enforcement	0.00	0.00	38,261.00	38,261.00
10	GENERAL FUND	36760	Donations - Community Hall	0.00	351.00	0.00	-351.00
10	GENERAL FUND	37200	Community Hall Rentals	165.25	3,510.25	3,979.00	468.75
10	GENERAL FUND	37210	Rodeo Grounds Rental	0.00	165.00	0.00	-165.00
10	GENERAL FUND	37300	Community Hall Cleaning Deposit	0.00	2,100.00	3,600.00	1,500.00
10	GENERAL FUND	37310	Rodeo Grounds Deposit	0.00	450.00	0.00	-450.00
10	GENERAL FUND	37400	Community Hall Rental Sales Tax	9.92	163.90	180.00	16.10
10	GENERAL FUND	37410	Rodeo Grounds Sales Tax	0.00	9.90	0.00	-9.90
10	GENERAL FUND	37800	Power Reimb-Visitor's Center	218.22	1,626.24	2,388.00	761.76
10	GENERAL FUND	38300	Lease Agreement Payments	0.00	0.00	500.00	500.00
10	GENERAL FUND	38500	Idaho Power Franchise	0.00	4,340.33	0.00	-4,340.33
10	GENERAL FUND	38900	Law Contracts	0.00	0.00	1,000.00	1,000.00
10	GENERAL FUND	39700	Fire District Lease	0.00	1,000.00	1,000.00	0.00
			Total	5,718.33	169,558.48	389,559.00	220,000.52

20	STREET FUND	31100	Property Taxes	655.95	31,560.35	44,681.00	13,120.65
20	STREET FUND	31200	Property Tax Penalty and Interest	63.80	211.50	1,061.00	849.50
20	STREET FUND	31300	Personal Property Tax Replacement	0.00	0.74	4,733.00	4,732.26
20	STREET FUND	33100	Restricted Highway Fund / NQ	0.00	4,152.46	5,287.00	1,134.54
20	STREET FUND	33110	HO354 / HB308 Rebuild America / GFQ	0.00	9,777.69	11,519.00	1,741.31
20	STREET FUND	33120	HB362	0.00	648.46	3,123.00	2,474.54
20	STREET FUND	33200	Highway Users Revenue / OQ	0.00	13,896.89	17,763.00	3,866.11
20	STREET FUND	36400	LGIP MONTHLY-reinvestment	0.00	340.80	300.00	-40.80
20	STREET FUND	38501	Idaho Power Franchise - Streets	0.00	1,862.71	7,545.00	5,682.29
			Total	719.75	62,451.60	96,012.00	33,560.40
51	WATER FUND	34800	Users Fees	29,539.95	222,830.04	264,800.00	41,969.96
51	WATER FUND	34805	User Fees - DEQ Water Bond Payment	0.00	0.00	80,000.00	80,000.00
51	WATER FUND	34810	Hook-up Fees	43.71	3,744.99	21,000.00	17,255.01
51	WATER FUND	34820	On/Off Fees	0.00	635.00	266.00	-369.00
51	WATER FUND	34840	Special Users Hook-up Fees	0.00	0.00	530.00	530.00
51	WATER FUND	34850	Users Late Fees	221.67	1,759.60	2,652.00	892.40
51	WATER FUND	34860	RV Dump Donations	381.52	773.68	1,030.00	256.32
51	WATER FUND	36400	LGIP MONTHLY-reinvestment	0.00	210,291.91	8,000.00	-202,291.91
51	WATER FUND	36600	NSF Fee	0.00	50.00	75.00	25.00
51	WATER FUND	36900	Misc Revenue	1,529.16	3,058.32	9,679.00	6,620.68
51	WATER FUND	38200	DEQ Loan-Water Bond	0.00	0.00	2,400,000.00	2,400,000.00
51	WATER FUND	38250	USDA-GRANT FUNDS	50,428.00	114,573.00	50,000.00	-64,573.00
			Total	82,144.01	557,716.54	2,838,032.00	2,280,315.46
52	SEWER FUND	34800	Users Fees	14,561.28	127,048.01	187,689.00	60,640.99
52	SEWER FUND	34810	Hook-up Fees	43.70	3,744.98	21,000.00	17,255.02
52	SEWER FUND	34830	Special Users Fees	562.69	562.69	254.00	-308.69
52	SEWER FUND	34850	Users Late Fees	236.94	-1,427.01	5,665.00	7,092.01
52	SEWER FUND	34860	RV Dump Donations	163.50	331.58	618.00	286.42
52	SEWER FUND	36400	LGIP MONTHLY-reinvestment	0.00	3,675.66	3,000.00	-675.66
			Total	15,568.11	133,935.91	218,226.00	84,290.09

Statement of Expenditure - Budget vs. Actual Report

For the Accounting Period: 6 / 24

Fund	Account	Object	Committed Current Month	Committed YTD	Current Appropriation	Available Appropriation
10 GENERAL FUND	41500 Administrative	110 Employee Salary	3,937.60	21,571.72	40,096.00	18,524.28
10 GENERAL FUND	41500 Administrative	111 Council Salary	600.00	5,400.00	7,200.00	1,800.00
10 GENERAL FUND	41500 Administrative	112 Mayor's Expense Account	53.27	53.27	500.00	446.73
10 GENERAL FUND	41500 Administrative	190 Payroll & Taxes Expense	0.00	0.00	0.00	0.00
10 GENERAL FUND	41500 Administrative	210 FICA and Medicare	347.11	2,063.33	5,891.00	3,827.67
10 GENERAL FUND	41500 Administrative	220 Health & Life Insurance	909.16	5,265.77	6,000.00	734.23
10 GENERAL FUND	41500 Administrative	240 Retirement	507.32	3,008.48	5,800.00	2,791.52
10 GENERAL FUND	41500 Administrative	260 Worker's Compensation	0.00	1,131.00	1,200.00	69.00
10 GENERAL FUND	41500 Administrative	305 Office Supplies	58.35	899.56	1,400.00	500.44
10 GENERAL FUND	41500 Administrative	310 Postage	0.00	151.80	300.00	148.20
10 GENERAL FUND	41500 Administrative	320 Website - Municipal Impact	0.00	0.00	309.00	309.00
10 GENERAL FUND	41500 Administrative	330 Office Equipment	171.19	3,423.35	6,500.00	3,076.65
10 GENERAL FUND	41500 Administrative	340 Professional Fees	0.00	0.00	0.00	0.00
10 GENERAL FUND	41500 Administrative	341 Solid Waste Fees	88.12	753.96	1,200.00	446.04
10 GENERAL FUND	41500 Administrative	342 Professional Services	0.00	6,000.00	0.00	-6,000.00
10 GENERAL FUND	41500 Administrative	350 IT Services	1,538.89	3,970.55	4,000.00	29.45
10 GENERAL FUND	41500 Administrative	360 Community Hall Deposit Refund	600.00	1,900.00	3,600.00	1,700.00
10 GENERAL FUND	41500 Administrative	370 Bank Charges	0.00	1,263.12	1,894.00	630.88
10 GENERAL FUND	41500 Administrative	390 Misc Expense	0.00	581.77	1,500.00	918.23
10 GENERAL FUND	41500 Administrative	405 DIVISION of BUILDING SAFTEY	1,472.73	2,031.00	5,000.00	2,969.00
10 GENERAL FUND	41500 Administrative	410 Historic District Expense	0.00	0.00	2,000.00	2,000.00
10 GENERAL FUND	41500 Administrative	420 Liability/Property Insurance	0.00	1,599.58	1,600.00	0.42
10 GENERAL FUND	41500 Administrative	430 Auditor Fees	0.00	5,133.00	5,150.00	17.00
10 GENERAL FUND	41500 Administrative	440 Publishing & Printing	0.00	225.84	750.00	524.16
10 GENERAL FUND	41500 Administrative	450 Travel & Mileage	30.59	238.74	500.00	261.26
10 GENERAL FUND	41500 Administrative	460 Dues & Subscriptions	7.50	265.96	450.00	184.04
10 GENERAL FUND	41500 Administrative	470 Training	0.00	0.00	750.00	750.00
10 GENERAL FUND	41500 Administrative	490 Telephone Services - SIMPLII	166.96	787.32	1,250.00	462.68
10 GENERAL FUND	41500 Administrative	491 CENTURY LINK - internet services	76.74	345.33	450.00	104.67
10 GENERAL FUND	41500 Administrative	492 CELL PHONES - VERIZON WIRELESS	50.27	402.28	550.00	147.72
10 GENERAL FUND	41500 Administrative	493 COUNCIL IPads - VERIZON WIRELESS	32.41	259.28	400.00	140.72
10 GENERAL FUND	41500 Administrative	500 OTHER PURCHASED SERVICES	0.00	0.00	500.00	500.00
10 GENERAL FUND	41500 Administrative	520 Office Equip Repair & Maint.	0.00	0.00	1,000.00	1,000.00
10 GENERAL FUND	41500 Administrative	560 Cemetery Expense	0.00	0.00	16,550.00	16,550.00
10 GENERAL FUND	41500 Administrative	570 Attorney Fees	783.00	5,797.00	10,000.00	4,203.00
10 GENERAL FUND	41500 Administrative	590 Sales/Use Tax Payable	4.67	363.28	500.00	136.72
10 GENERAL FUND	41500 Administrative	610 Supplies - Fund Specific	0.00	207.51	600.00	392.49
10 GENERAL FUND	41500 Administrative	611 Supplies - Cleaning - Buildings	0.00	1,282.81	2,500.00	1,217.19
10 GENERAL FUND	41500 Administrative	620 Repairs - Visitor's Center	110.00	860.00	2,000.00	1,140.00
10 GENERAL FUND	41500 Administrative	621 Repairs - Community Hall	0.00	39.46	2,000.00	1,960.54
10 GENERAL FUND	41500 Administrative	623 Repairs - City Hall	164.99	691.99	2,000.00	1,308.01
10 GENERAL FUND	41500 Administrative	624 Renovations - Community Hall	112.50	112.50	0.00	-112.50
10 GENERAL FUND	41500 Administrative	631 Administrative Maintenance	0.00	52.46	1,350.00	1,297.54
10 GENERAL FUND	41500 Administrative	650 Propane - City Hall	0.00	1,119.38	1,300.00	180.62
10 GENERAL FUND	41500 Administrative	670 Power - City Hall	89.57	1,054.65	1,500.00	445.35
10 GENERAL FUND	41500 Administrative	673 Power - Community Hall	254.84	3,322.61	4,200.00	877.39
10 GENERAL FUND	41500 Administrative	674 Power - Visitor's Center	151.85	2,315.25	3,587.00	1,271.75
10 GENERAL FUND	41500 Administrative	900 Miscellaneous	0.00	0.00	18,734.00	18,734.00
10 GENERAL FUND	41500 Administrative	910 Ordinance Codification	0.00	457.83	1,500.00	1,042.17
10 GENERAL FUND	41500 Administrative	915 PLANNING and ZONING EXPENSES	0.00	0.00	2,000.00	2,000.00
10 GENERAL FUND	41500 Administrative	930 Parks & Rec Expenses	151.90	1,407.13	2,000.00	592.87
10 GENERAL FUND	41500 Administrative	940 Historic District Expenses	0.00	0.00	2,000.00	2,000.00

			Total	12,471.53	87,809.87	182,061.00	94,251.13
10	GENERAL FUND	42100 Law Enforcement	110 Employee Salary	8,213.00	83,748.55	125,430.00	41,681.45
10	GENERAL FUND	42100 Law Enforcement	210 FICA and Medicare	628.30	6,406.80	9,388.00	2,981.20
10	GENERAL FUND	42100 Law Enforcement	220 Health & Life Insurance	7.50	5,109.04	6,000.00	890.96
10	GENERAL FUND	42100 Law Enforcement	240 Retirement	1,019.43	10,120.47	12,825.00	2,704.53
10	GENERAL FUND	42100 Law Enforcement	260 Worker's Compensation	0.00	2,575.00	2,575.00	0.00
10	GENERAL FUND	42100 Law Enforcement	305 Office Supplies	0.00	0.00	0.00	0.00
10	GENERAL FUND	42100 Law Enforcement	330 Office Equipment	0.00	916.93	925.00	8.07
10	GENERAL FUND	42100 Law Enforcement	380 Uniform Expense	0.00	623.50	650.00	26.50
10	GENERAL FUND	42100 Law Enforcement	390 Misc Expense	0.00	0.00	0.00	0.00
10	GENERAL FUND	42100 Law Enforcement	420 Liability/Property Insurance	0.00	3,799.06	3,800.00	0.94
10	GENERAL FUND	42100 Law Enforcement	450 Travel & Mileage	0.00	0.00	250.00	250.00
10	GENERAL FUND	42100 Law Enforcement	460 Dues & Subscriptions	200.00	200.00	250.00	50.00
10	GENERAL FUND	42100 Law Enforcement	470 Training	0.00	4,254.00	4,255.00	1.00
10	GENERAL FUND	42100 Law Enforcement	480 Fuel & Oil	559.24	4,944.63	6,750.00	1,805.37
10	GENERAL FUND	42100 Law Enforcement	492 CELL PHONES - VERIZON WIRELESS	162.54	1,300.44	1,700.00	399.56
10	GENERAL FUND	42100 Law Enforcement	540 Equipment Repairs	90.00	90.00	0.00	-90.00
10	GENERAL FUND	42100 Law Enforcement	570 Attorney Fees	0.00	9,000.00	12,000.00	3,000.00
10	GENERAL FUND	42100 Law Enforcement	610 Supplies - Fund Specific	0.00	0.00	0.00	0.00
10	GENERAL FUND	42100 Law Enforcement	615 New Equipment	0.00	6,634.93	6,700.00	65.07
10	GENERAL FUND	42100 Law Enforcement	640 Vehicle Expense	0.00	10,794.83	14,000.00	3,205.17
			Total	10,880.01	150,518.18	207,498.00	56,979.82
20	STREET FUND	43200 Street	110 Employee Salary	3,097.41	20,599.46	26,137.00	5,537.54
20	STREET FUND	43200 Street	210 FICA and Medicare	236.92	1,575.72	1,976.00	400.28
20	STREET FUND	43200 Street	220 Health & Life Insurance	721.04	4,429.18	6,340.00	1,910.82
20	STREET FUND	43200 Street	240 Retirement	346.25	2,302.80	2,888.00	585.20
20	STREET FUND	43200 Street	260 Worker's Compensation	0.00	562.00	562.00	0.00
20	STREET FUND	43200 Street	420 Liability/Property Insurance	0.00	399.90	400.00	0.10
20	STREET FUND	43200 Street	430 Auditor Fees	0.00	0.00	0.00	0.00
20	STREET FUND	43200 Street	440 Publishing & Printing	0.00	113.40	155.00	41.60
20	STREET FUND	43200 Street	450 Travel & Mileage	0.00	0.00	100.00	100.00
20	STREET FUND	43200 Street	480 Fuel & Oil	301.83	1,121.58	1,500.00	378.42
20	STREET FUND	43200 Street	540 Equipment Repairs	0.00	13,606.52	5,000.00	-8,606.52
20	STREET FUND	43200 Street	610 Supplies - Fund Specific	17.46	285.24	300.00	14.76
20	STREET FUND	43200 Street	612 Supplies - SHOP PUBLIC WORKS	31.07	75.15	500.00	424.85
20	STREET FUND	43200 Street	613 Small Tools	2.40	15.01	150.00	134.99
20	STREET FUND	43200 Street	614 Signs	0.00	0.00	500.00	500.00
20	STREET FUND	43200 Street	615 New Equipment	0.00	6,581.47	8,000.00	1,418.53
20	STREET FUND	43200 Street	630 Maintenance and Operations	0.00	1,852.61	2,000.00	147.39
20	STREET FUND	43200 Street	632 Dust Abatement	11,000.00	11,000.00	14,030.00	3,030.00
20	STREET FUND	43200 Street	633 Snow Removal - Streets	0.00	0.00	0.00	0.00
20	STREET FUND	43200 Street	634 Boardwalk Repairs	0.00	0.00	1,500.00	1,500.00
20	STREET FUND	43200 Street	635 Street Maintenance	2,615.00	8,056.44	9,700.00	1,643.56
20	STREET FUND	43200 Street	636 Paving Project	0.00	0.00	7,788.00	7,788.00
20	STREET FUND	43201 Street	640 Vehicle Expense	0.00	38.66	0.00	-38.66
20	STREET FUND	43200 Street	652 Propane - water and sewer	0.00	0.00	0.00	0.00
20	STREET FUND	43200 Street	672 Power-Street Lights	419.79	3,271.09	4,850.00	1,578.91
20	STREET FUND	43200 Street	675 Power - Shop	16.52	176.49	500.00	323.51
20	STREET FUND	43200 Street	741 Grader Payment	0.00	0.00	0.00	0.00
20	STREET FUND	43200 Street	742 Backhoe Payments	0.00	1,470.60	1,136.00	-334.60
			Total	18,805.69	77,533.32	96,012.00	18,478.68

51 WATER FUND	43400 Water	110 Employee Salary	6,610.45	84,187.64	112,206.00	28,018.36
51 WATER FUND	43400 Water	111 Council Salary	500.00	4,500.00	7,200.00	2,700.00
51 WATER FUND	43400 Water	113 Certified Plant Operator	0.00	1,796.47	5,000.00	3,203.53
51 WATER FUND	43400 Water	210 FICA and Medicare	543.98	6,784.61	8,721.00	1,936.39
51 WATER FUND	43400 Water	220 Health & Life Insurance	1,386.62	16,577.10	22,800.00	6,222.90
51 WATER FUND	43400 Water	240 Retirement	717.70	9,679.34	12,613.00	2,933.66
51 WATER FUND	43400 Water	260 Worker's Compensation	0.00	2,790.00	2,790.00	0.00
51 WATER FUND	43400 Water	305 Office Supplies	11.47	862.94	820.00	-42.94
51 WATER FUND	43400 Water	310 Postage	148.40	577.00	650.00	73.00
51 WATER FUND	43400 Water	320 Website - Municipal Impact	0.00	0.00	373.00	373.00
51 WATER FUND	43400 Water	330 Office Equipment	236.35	6,735.63	5,575.00	-1,160.63
51 WATER FUND	43400 Water	340 Professional Fees	0.00	1,417.50	2,000.00	582.50
51 WATER FUND	43400 Water	341 Solid Waste Fees	51.73	442.62	600.00	157.38
51 WATER FUND	43400 Water	350 IT Services	2,564.84	6,617.67	6,000.00	-617.67
51 WATER FUND	43400 Water	420 Liability/Property Insurance	0.00	7,198.20	7,200.00	1.80
51 WATER FUND	43400 Water	430 Auditor Fees	0.00	5,562.00	5,562.00	0.00
51 WATER FUND	43400 Water	440 Publishing & Printing	0.00	16.32	500.00	483.68
51 WATER FUND	43400 Water	450 Travel & Mileage	32.12	32.12	500.00	467.88
51 WATER FUND	43400 Water	460 Dues & Subscriptions	577.50	2,093.12	1,300.00	-793.12
51 WATER FUND	43400 Water	470 Training	0.00	0.00	1,030.00	1,030.00
51 WATER FUND	43400 Water	480 Fuel & Oil	1,006.09	3,756.53	5,000.00	1,243.47
51 WATER FUND	43400 Water	490 Telephone Services - SIMPLII	222.62	1,049.79	1,500.00	450.21
51 WATER FUND	43400 Water	491 CENTURY LINK - internet services	235.12	1,074.04	1,500.00	425.96
51 WATER FUND	43400 Water	492 CELL PHONES - VERIZON WIRELESS	83.79	670.44	850.00	179.56
51 WATER FUND	43400 Water	493 COUNCIL IPads - VERIZON WIRELESS	54.03	432.24	540.00	107.76
51 WATER FUND	43400 Water	520 Office Equip Repair & Maint.	0.00	0.00	1,000.00	1,000.00
51 WATER FUND	43400 Water	530 Misc. Expenses	0.00	0.00	0.00	0.00
51 WATER FUND	43400 Water	540 Equipment Repairs	0.00	0.00	2,500.00	2,500.00
51 WATER FUND	43400 Water	570 Attorney Fees	783.00	5,797.00	7,200.00	1,403.00
51 WATER FUND	43400 Water	580 Engineers Fees	0.00	118.88	5,000.00	4,881.12
51 WATER FUND	43400 Water	610 Supplies - Fund Specific	0.00	768.69	33,556.00	32,787.31
51 WATER FUND	43400 Water	612 Supplies - SHOP PUBLIC WORKS	78.40	189.64	500.00	310.36
51 WATER FUND	43400 Water	613 Small Tools	50.98	318.78	500.00	181.22
51 WATER FUND	43400 Water	615 New Equipment	0.00	18,615.83	18,700.00	84.17
51 WATER FUND	43400 Water	630 Maintenance and Operations	401.04	21,841.21	19,500.00	-2,341.21
51 WATER FUND	43400 Water	631 Administrative Maintenance	0.00	80.95	1,500.00	1,419.05
51 WATER FUND	43400 Water	640 Vehicle Expense	0.00	148.75	1,500.00	1,351.25
51 WATER FUND	43400 Water	650 Propane - City Hall	0.00	1,791.02	1,600.00	-191.02
51 WATER FUND	43400 Water	651 Propane-Shop	0.00	0.00	0.00	0.00
51 WATER FUND	43400 Water	652 Propane - water and sewer	259.70	259.70	1,500.00	1,240.30
51 WATER FUND	43400 Water	671 Power WATER AND SEWER	1,968.91	16,773.44	20,996.00	4,222.56
51 WATER FUND	43400 Water	680 Chemicals	0.00	7,536.67	15,000.00	7,463.33
51 WATER FUND	43400 Water	681 Water Tests	2,860.00	7,817.00	9,130.00	1,313.00
51 WATER FUND	43400 Water	720 Water Improvement Project	50,427.50	114,572.50	2,400,000.00	2,285,427.50
51 WATER FUND	43400 Water	742 Backhoe Payments	0.00	4,117.71	5,011.00	893.29
51 WATER FUND	43400 Water	850 Water Bond	17,272.00	104,921.00	80,000.00	-24,921.00
51 WATER FUND	43400 Water	910 Ordinance Codification	0.00	228.91	500.00	271.09
		Total	89,084.34	470,751.00	2,838,023.00	2,367,272.00

52 SEWER FUND	43500 Sewer	110 Employee Salary	4,825.31	52,103.59	67,836.00	15,732.41
52 SEWER FUND	43500 Sewer	111 Council Salary	100.00	900.00	3,600.00	2,700.00
52 SEWER FUND	43500 Sewer	113 Certified Plant Operator	1,000.00	7,087.03	7,732.00	644.97
52 SEWER FUND	43500 Sewer	190 Payroll & Taxes Expense	0.00	0.00	0.00	0.00
52 SEWER FUND	43500 Sewer	210 FICA and Medicare	376.82	4,055.11	5,000.00	944.89
52 SEWER FUND	43500 Sewer	220 Health & Life Insurance	1,049.96	10,663.17	14,200.00	3,536.83
52 SEWER FUND	43500 Sewer	240 Retirement	517.57	5,825.53	7,334.00	1,508.47
52 SEWER FUND	43500 Sewer	260 Worker's Compensation	0.00	1,800.00	1,800.00	0.00
52 SEWER FUND	43500 Sewer	305 Office Supplies	4.92	369.84	600.00	230.16
52 SEWER FUND	43500 Sewer	310 Postage	63.60	247.28	400.00	152.72
52 SEWER FUND	43500 Sewer	320 Website - Municipal Impact	0.00	0.00	125.00	125.00
52 SEWER FUND	43500 Sewer	330 Office Equipment	53.33	1,947.91	1,600.00	-347.91
52 SEWER FUND	43500 Sewer	340 Professional Fees	0.00	0.00	0.00	0.00
52 SEWER FUND	43500 Sewer	341 Solid Waste Fees	51.73	442.62	600.00	157.38
52 SEWER FUND	43500 Sewer	350 IT Services	1,025.93	2,647.04	2,400.00	-247.04
52 SEWER FUND	43500 Sewer	420 Liability/Property Insurance	0.00	6,998.26	7,000.00	1.74
52 SEWER FUND	43500 Sewer	430 Auditor Fees	0.00	3,605.00	3,605.00	0.00
52 SEWER FUND	43500 Sewer	440 Publishing & Printing	0.00	13.44	148.00	134.56
52 SEWER FUND	43500 Sewer	450 Travel & Mileage	72.95	523.17	600.00	76.83
52 SEWER FUND	43500 Sewer	460 Dues & Subscriptions	15.00	61.92	160.00	98.08
52 SEWER FUND	43500 Sewer	470 Training	0.00	110.00	500.00	390.00
52 SEWER FUND	43500 Sewer	480 Fuel & Oil	704.26	2,624.68	3,000.00	375.32
52 SEWER FUND	43500 Sewer	490 Telephone Services - SIMPLII	166.96	787.32	1,061.00	273.68
52 SEWER FUND	43500 Sewer	491 CENTURY LINK - internet services	311.18	1,400.43	1,556.00	155.57
52 SEWER FUND	43500 Sewer	492 CELL PHONES - VERIZON WIRELESS	33.52	268.16	500.00	231.84
52 SEWER FUND	43500 Sewer	493 COUNCIL IPads - VERIZON WIRELESS	21.61	172.88	500.00	327.12
52 SEWER FUND	43500 Sewer	520 Office Equip Repair & Maint.	0.00	0.00	500.00	500.00
52 SEWER FUND	43500 Sewer	540 Equipment Repairs	0.00	2,401.75	3,000.00	598.25
52 SEWER FUND	43500 Sewer	570 Attorney Fees	391.50	2,898.50	4,000.00	1,101.50
52 SEWER FUND	43500 Sewer	580 Engineers Fees	0.00	0.00	5,000.00	5,000.00
52 SEWER FUND	43500 Sewer	610 Supplies - Fund Specific	23.16	208.84	14,233.00	14,024.16
52 SEWER FUND	43500 Sewer	612 Supplies - SHOP PUBLIC WORKS	38.47	93.05	500.00	406.95
52 SEWER FUND	43500 Sewer	613 Small Tools	6.60	41.26	300.00	258.74
52 SEWER FUND	43500 Sewer	615 New Equipment	0.00	17,517.81	19,000.00	1,482.19
52 SEWER FUND	43500 Sewer	630 Maintenance and Operations	53.94	9,787.78	10,000.00	212.22
52 SEWER FUND	43500 Sewer	631 Administrative Maintenance	0.00	16.49	500.00	483.51
52 SEWER FUND	43500 Sewer	640 Vehicle Expense	0.00	69.80	1,000.00	930.20
52 SEWER FUND	43500 Sewer	650 Propane - City Hall	0.00	1,567.16	1,500.00	-67.16
52 SEWER FUND	43500 Sewer	651 Propane-Shop	0.00	0.00	0.00	0.00
52 SEWER FUND	43500 Sewer	652 Propane - water and sewer	111.30	111.30	500.00	388.70
52 SEWER FUND	43500 Sewer	670 Power - City Hall	0.00	0.00	450.00	450.00
52 SEWER FUND	43500 Sewer	671 Power WATER AND SEWER	648.86	5,434.37	6,585.00	1,150.63
52 SEWER FUND	43500 Sewer	680 Chemicals	0.00	4,568.23	6,000.00	1,431.77
52 SEWER FUND	43500 Sewer	683 Sewer Tests	1,956.00	10,047.98	11,824.00	1,776.02
52 SEWER FUND	43500 Sewer	742 Backhoe Payments	0.00	1,764.72	1,177.00	-587.72
52 SEWER FUND	43500 Sewer	910 Ordinance Codification	0.00	228.91	300.00	71.09
		Total	13,624.48	161,412.33	218,226.00	56,813.67

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

PAST DUE 60 OR MORE DAYS — **For target date 07/03/2024** — **08:06:22 - 07/03/2024**

Account	Route - Meter / Fund - Service	Customer Name	Service Address	User Type	Balance	Past Due
20001-03	00-NONE	[redacted]	302 ELK CREEK ROAD	COMMERCIAL		
	51 - WATER BASE					
	52 - SEWER				9808.02	8935.86
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE				9068.24	8243.85
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20001-03 :		18876.26	17179.71
20002-00	02-02	[redacted]	305 ELK CREEK ROAD	RESIDENTIAL		
	51 - WATER BASE		Pd. $283.75 4/9/24		196.56	65.52
	51 - WATER USAGE		7 Day		0.92	
	52 - SEWER				141.51	68.83
	51 - WATER LATE FEE				38.10	17.55
	52 - SEWER LATE FEE				32.70	18.87
	51 - ON/OFF FEE				70.00	70.00
	51 - OVERPAYMENT					
			Subtotal for Account 20002-00 :		479.79	240.77
20023-00	02-23	[redacted]	600 MAIN STREET	RESIDENTIAL		
	51 - WATER BASE		Pd. $100 7/9/24		131.04	
	51 - WATER USAGE				1337.02	1134.31
	52 - SEWER		Water Leak +		72.68	
	51 - WATER LATE FEE		Repair			
	52 - SEWER LATE FEE				113.43	
	51 - OVERPAYMENT					
			Subtotal for Account 20023-00 :		1654.17 $1554.17	1134.31
20031-00	02-31	[redacted]	418 ELK CREEK ROAD	RESIDENTIAL		
	51 - WATER BASE		Pd. $160 6/12/24		131.04	
	51 - WATER USAGE				27.55	
	52 - SEWER		PAST DUE		86.85	14.17
	51 - WATER LATE FEE				1.24	
	52 - SEWER LATE FEE				2.53	
	51 - OVERPAYMENT					
			Subtotal for Account 20031-00 :		249.21	14.17
20041-00	02-41	[redacted]	200 MAIN STREET	RESIDENTIAL		
	51 - WATER BASE		Pd. $267.43 4/30/24		491.40	163.80
	51 - WATER USAGE				26.27	
	52 - SEWER				272.55	90.85
	51 - WATER LATE FEE		PAST DUE		16.38	
	52 - SEWER LATE FEE				16.38	
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20041-00 :		822.98	254.65
20049-00	02-49	[redacted]	304 MONTGOMERY STREET	RESIDENTIAL		
	51 - WATER BASE		Pd. $200.00 5/14/24		131.04	
	51 - WATER USAGE				7.81	
	52 - SEWER				79.88	7.20
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20049-00 :		218.73	7.20
20054-00	02-54	[redacted]	402 MONTGOMERY STREET	RESIDENTIAL		
	51 - WATER BASE		7 Day Pd. $333.25 4/10/24		196.56	65.52
	51 - WATER USAGE				1.42	
	52 - SEWER				109.02	36.34
	51 - WATER LATE FEE				6.55	
	52 - SEWER LATE FEE				6.55	
	51 - OVERPAYMENT					
			Subtotal for Account 20054-00 :		320.10	101.86

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

PAST DUE 60 OR MORE DAYS — For target date 07/03/2024 — 08:06:22 - 07/03/2024

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20055-00	02-55	[redacted]	401 MONTGOMERY STREET		COMMERCIAL	
			Pd. $108.96 4/30/24			
	51 - WATER BASE			194.56		65.52
	51 - WATER USAGE					
	52 - SEWER		PAST DUE	109.02		36.34
	51 - WATER LATE FEE			6.55		
	52 - SEWER LATE FEE			6.55		
	51 - OVERPAYMENT					
			Subtotal for Account 20055-00 :	318.68		101.86
20123-00	02-123	[redacted]	303 W WALULLA STREET		RESIDENTIAL	
			Pd. $306.66 4/3/24 7 Day			
	51 - WATER BASE			196.56		65.52
	51 - WATER USAGE			46.93		46.93
	52 - SEWER			109.02		36.34
	51 - WATER LATE FEE			11.25		
	52 - SEWER LATE FEE			11.25		
	51 - OVERPAYMENT					
			Subtotal for Account 20123-00 :	375.01		148.79
20126-00	02-126	[redacted]	316 W WALULLA STREET		RESIDENTIAL	
			Pd. $100 7/9/24			
	51 - WATER BASE			196.56		65.52
	51 - WATER USAGE					
	52 - SEWER			112.74		40.06
	51 - WATER LATE FEE			13.29	$237.23	6.74
	52 - SEWER LATE FEE			14.64		6.74
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20126-00 :	337.23		119.06
20128-00	02-128	[redacted]	113 COTTONWOOD STREET		RESIDENTIAL	
			Pd. $100 5/21/24			
	51 - WATER BASE			140.10		9.06
	51 - WATER USAGE			4.62		
	52 - SEWER			72.68		
	51 - WATER LATE FEE			0.91		
	52 - SEWER LATE FEE			0.91		
	51 - OVERPAYMENT					
			Subtotal for Account 20128-00 :	219.22		9.06
20131-00	02-131	[redacted]	116 COTTONWOOD STREET		RESIDENTIAL	
	51 - WATER BASE			586.56		455.52
	51 - WATER USAGE					
	52 - SEWER		OFF	325.33		252.65
	51 - WATER LATE FEE			237.16		137.61
	52 - SEWER LATE FEE			292.55		159.12
	51 - ON/OFF FEE			75.00		75.00
	51 - OVERPAYMENT					
			Subtotal for Account 20131-00 :	1516.60		1079.90
20139-00	02-139	[redacted]	109 COMMERCIAL STREET		RESIDENTIAL	
			Pd. $150 7/9/24			
	51 - WATER BASE			131.52		0.48
	51 - WATER USAGE			26.70		
	52 - SEWER			72.68		
	51 - WATER LATE FEE			0.05	$81.00	
	52 - SEWER LATE FEE			0.05		
	51 - OVERPAYMENT					
			Subtotal for Account 20139-00 :	231.00		0.48
20158-00	02-158	[redacted]	203 MYERS STREET		RESIDENTIAL	
			Pd. $232.66 4/11/24 7 Day			
	51 - WATER BASE			196.56		65.52
	51 - WATER USAGE			6.53		2.91
	52 - SEWER			109.02		36.34
	51 - WATER LATE FEE			6.84		
	52 - SEWER LATE FEE			6.84		
	51 - OVERPAYMENT					
			Subtotal for Account 20158-00 :	325.79		104.77

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

PAST DUE 60 OR MORE DAYS — **For target date 07/03/2024** — **08:06:22 - 07/03/2024**

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20165-00	02-165	[redacted]	3895 HIGHWAY 21		COMMERCIAL	
	51 - WATER BASE		Pd. $410.46 4/30/24	786.24		262.08
	51 - WATER USAGE			14.43		5.44
	52 - SEWER			436.08		145.36
	51 - WATER LATE FEE			26.75		
	52 - SEWER LATE FEE			26.75		
	51 - OVERPAYMENT					
			Subtotal for Account 20165-00 :	1290.25		412.88
20205-00	02-205	[redacted]	118 GOLD ROAD		RESIDENTIAL	
	51 - WATER BASE		Pd. $400 5/23/24	495.49		102.37
	51 - WATER USAGE			21.60		16.15
	52 - SEWER			327.08		109.02
	51 - WATER LATE FEE			11.85		
	52 - SEWER LATE FEE			11.85		
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20205-00 :	867.85		227.54
20242-00	02-242	[redacted]	420 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE		Pd. $200 7/8/24	179.75		48.71
	51 - WATER USAGE			43.60		21.73
	52 - SEWER			109.02		36.34
	51 - WATER LATE FEE			7.04	$146.45	
	52 - SEWER LATE FEE			7.04		
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20242-00 :	346.45		106.78
20246-00	02-246	[redacted]	416 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE		7 Day Pd. $341.22 4/11/24	196.56		65.52
	51 - WATER USAGE			11.01		
	52 - SEWER			109.02		36.34
	51 - WATER LATE FEE			6.55		
	52 - SEWER LATE FEE			6.55		
	51 - OVERPAYMENT					
			Subtotal for Account 20246-00 :	329.69		101.86
20250-00	02-250	[redacted]	421 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE		Pd. $250 4/23/24	132.97		1.93
	51 - WATER USAGE			9.44		
	52 - SEWER			109.02		36.34
	51 - WATER LATE FEE			0.19		
	52 - SEWER LATE FEE			0.19		
	51 - OVERPAYMENT					
			Subtotal for Account 20250-00 :	251.81		38.27
20306-00	02-306	[redacted]	200 COMMERCIAL STREET		RESIDENTIAL	
	51 - WATER BASE		Pd. $15.74 4/30/24	29.91		9.97
	52 - SEWER			17.31		5.77
	51 - WATER LATE FEE			1.00		
	52 - SEWER LATE FEE			1.00		
			Subtotal for Account 20306-00 :	49.22		15.74

Total Balance: 29080.04

Total Past Due: 21399.66

CLEARWATER
FINANCIAL

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ADDENDUM #1

This amendment to the Master Services Agreement dated **4/30/24**, is made by and between the **City of Idaho City**, referred to as the "Client" located at **PO Box 130 Idaho City, ID 83631**, AND **Clearwater Financial, LLC** located at **PO Box 505 Eagle, ID 83616**, referred to as the "Consultant."

1. **Scope of Services.** The Client hereby employs the Consultant to perform the following services in accordance with the terms and conditions set forth in this agreement. These services will include:

   a) **Comprehensive Planning Services**: See **Exhibit A** to this addendum.

The completion of this scope of services will be dependent on the availability of necessary information needed to complete the scope as identified in Exhibit A, some of which may be provided by the Client.

2. **Terms of Agreement.** This agreement will begin when this agreement is fully executed by both the Client and the Consultant. The time frames for delivery of services will be measured from the execution of this agreement. This addendum will end upon the completion of the scope of services listed above or December 31, 2024. This addendum may have one-year extensions beginning January 1, 2025 if needed to complete the project(s) and to reflect the need to annually update the Comprehensive Financial Plans.

3. **Cost of Services.**
   a) **Comprehensive Planning Services** costs as discussed in section 1.a) are $44,000.
   b) If additional expenses such as travel, meals, communications, print, software, data sources, and other out-of-pocket expenses are required; these costs will be paid by the Client to the Consultant.

4. All other terms and conditions as outlined in the Engagement Agreement remain in force.

Signed by Idaho City
Name:_____
Title: _____

/s/: _____

Date: _____

Signed by Clearwater Financial
Name: Cameron Arial
Title: President

/s/: _____

Date: _____

EXHIBIT A

IDAHO CITY COMPREHENSIVE PLAN SCOPE OF WORK

Task 1: Foundation

Task 1.1 Project Initiation and Management. A kick-off meeting with City Staff (CS) and Clearwater Financial (CWF), collectedly called the Project Team (PT), will be held to review the following project tasks: schedule, major milestones, and deliverables, communication protocols, goals and objectives, key issues, and opportunities. Ongoing project management activities include biweekly (every other week) PT meetings ensuring scope, schedule, delivery are managed and meet the City's expectations.

Task 1.2 Project Logo and Branding. In-house graphic specialists will work to capture the look and feel of the project, resulting in a clear, identifiable, and marketable brand for the Comprehensive Plan. The goal would be to build off the City's current brand, with a unique and recognizable look in consistent messaging and format.

Task 1.3 Public Communications and Stakeholder Involvement Plan. CWF, in coordination with CS, will draft and refine an outreach program to enhance the planning process. The PT has placed a high degree of emphasis on public engagement, as one of the primary objectives of the Comprehensive Plan.

A Comprehensive Plan Advisory Committee (AC) will be formed and will work concurrently throughout the process to inform the process and assist in engaging the community.

Task 1.4 Event Series #1: Event Series #1 will announce the overall process, conduct stakeholder interviews, and begin to ask the community how they would like to be involved and to share their initial feelings about their City. Listening to the ideas and concerns of individual voices will better inform the process and outcome. One kick-off event will be held which could take the form of a listening session as a follow-up to stakeholder interviews. As a supplement to the kick-off event, additional outreach could include community events throughout the summer and fall. These events will be identified by CS.

Task 1.5 Plan Audit. CWF will engage CS and potentially engage developers, boards and commissions, and others familiar with the Comprehensive Plan in an assessment of relevant City and County policies, plans, standards, and guidelines — with the goal of understanding how the City's policies operate today and what needs and conflicts exist under current regulatory guidance in relation to expected future demands.

Task 1 Meetings/ Deliverables:

- CS and AC kick-off meetings #1 agendas, materials, facilitation, and summaries
- Event Series #1 print and media notification, online and text polling survey #1, outreach plan, materials, facilitation, and summary
- Stakeholder interviews invitation, questionnaire, facilitation, and overall summary (one full day of interviews, and including one-on-ones with P&Z, CC and other board and commission members, follow-up interviews will happen by phone)
- Biweekly coordination calls (throughout project)
- Supplemental celebratory kickoff event materials (for CS use at multiple citywide events)
- Draft and final project work program and schedule
- Draft and final project logo, branding, and key messaging
- Initial website platform, social media alignment, content, and setup
- Draft and final public/stakeholder input and communications plan
- Plan audit setup, distribution, evaluation and summary of comprehensive plan and other relevant plans

City Staff Role:

- CWF will need CS assistance in broadcasting the word to the community. This includes potentially placing branding signage at key destinations around the City.
- CWF will provide materials, but attendance at local events will primarily be CS.
- CS to provide stakeholder lists and contact information and assist in scheduling the stakeholder interviews.
- CS to assist in distributing the Plan Audit.

Task 2: Visioning

Task 2.1 Event Series #2: Event Series #2 will build on the initial campaign to increase exposure and recognition, and utilize responses already gathered. Outreach of Event Series 2 will focus on a to-be-defined time series primarily through attendance at existing citywide events, which will focus on articulating the vision of the City. Specific visioning areas (list sites here) will be emphasized in the visioning process. See Task 3.3 for more information on the specific visioning areas.

Task 2.2 Vision Document. The team will generate a summary of community values, with an overarching vision, supporting vision statements, and goals that provide direction for each element of the plan. The vision will be strategically integrated - bringing land use and community development ideas into focus and consider the City's economic development potential within the larger region.

Task 2 Meetings/ Deliverables:

- CS and AC Meetings #2 and #3 agendas, materials, facilitation, and summaries
- Event Series #2 print and media notification, online and text polling survey #2, meeting plan, materials, facilitation, and summary. CWF will attend the first event.
- P&Z & CC Work session #1 agenda, materials, facilitation, and summary
- Draft and final vision document

City Staff Role:

- CWF will provide materials, but attendance at local events will primarily be CS.
- CS will provide photos of all local events to provide visuals for the plan.
- CS will utilize City videographer to create a Visioning summary video. CWF can provide this services as an addendum and additional scope of work.

Task 3: Opportunities & Choices

Task 3.1. Strategic Growth Management and Public Services.

Task 3.1.1 Areas of Change. As part of the process, CWF will build a GIS model to illustrate areas of change and areas of stability. CWF's spatial analysis will assess the collective patterns of growth with building permits, shifting demands for goods and services due to changing demographics, current redevelopment areas and opportunities, land use densities, and vacant or underutilized lands. This model will not only help identify the location of various market demands, but help illuminate future potential and help identify locations for successful development, redevelopment and infill projects.

As part of this task CWF creates a Service Impact Tool to communicate the metrics of proposed projects and whether they would meet locational standards. By showing the results geographically, the community can be selective in prioritizing and pursuing annexation areas. The results may indicate that Area A is more attractive for annexation because of existing infrastructure, whereas Area B would require a significant investment in services and infrastructure extension.

The tool will evaluate the location for development in key locations as it related to location and strategic fit (relationship to the vision).

Task 3.2 Transportation and Economic Development

Task 3.2.1 Economic Development & Housing. The economic development and housing analysis will focus on assuring the City accommodates adequate housing to attract and retain the talent that will drive family-wage job growth in the City. This recognizes that in today's world, employment growth is driven by the availability of talent, and talent is mobile – choosing to locate in communities with a high

quality of life and attainable housing options. This analysis will incorporate more targeted research on specific issues and opportunities relevant to the mobility, economic development, and housing components.

Task 3.2.2 Overall Demographic Analysis. CWF will conduct a demographic and economic analysis to provide historical and projected trends. The analysis will include an assessment of population/household growth; income; employment; educational attainment; and other demographic trends.

Task 3.2.3 Corridor Market Analysis. A focused review of two corridors will be used to ensure that planned land uses are of the right mix and scale to support transit use and flow in the future. This effort will ensure that land uses provide enough ridership to justify transit investments, while also leveraging each corridor's unique development context. This work will also identify opportunities to capture the value of real estate and economic development along each corridor. A major public engagement question is whether the City values paved roads and where and are citizen willing to fund them?

The assessment for each corridor will include the following:

- Assess existing zoning to determine current conditions, locations for improvements and expansions, surrounding land uses at an adequate scale to leverage current state infrastructure;
- Map key opportunity sites (vacant, underutilized, key anchor land uses) and key nodes;
- Identify market-supported residential, employment, and mixed-use land uses that conform to the community vision while leveraging the assets of the corridors;
- Project development capacity on the corridors using demographic projections;
- Identify catalyst development sites and recommend specific infrastructure investments that can lay the groundwork for future development of the corridors;

The outcome of this task will include annotated maps and infographics to show the existing and potential opportunities for development along the corridors. Deliverables will be designed to be reader friendly and easily transferable into the public engagement and information process.

Task 3.2.4 Master Transit Map. CWF will help the City articulate its vision for its transportation system by working with the City to create a multi-year Master Transit Map. CWF will gather currently available GIS information and any existing area transportation and infrastructure plans. These files will be combined into a single geodatabase. CWF will conduct a general review across the City to identify areas that may be underserved by existing transportation infrastructure. CWF will identify these areas and recommend action items for the City to undertake to work with its partner agencies to address these areas in future planning efforts.

Information will be consolidated into a Master Transit Map containing the information gathered from the transportation agencies and the City. The analyses completed for this task will generally be qualitative. There will not be any detailed post-processing or traffic operations analyses completed.

This Master Transit Map will take a long-range view to address, define, and support the vision for the City's future transportation system and overall goals and objectives.

Task 3.3 Opportunity Area and Policy Choices. Based on the previous analysis, key choices regarding citywide goals, objectives, and implementation strategies will be articulated. Specific visioning areas, distinct corridors, neighborhoods, and commercial areas will be delineated to allow for tailored analysis and recommendations for those areas. Key metrics on the provision of housing, infrastructure, education, job creation, and economic development will be used to establish the plan.

Task 3.4 Event Series #3: Event Series #3 will be focused on a weeklong series of events to discuss opportunities and investigate benefits and effects of key choices. Key to this discussion is not only identifying where these opportunities would take place, but what additional factors they influence and/or affect.

City Staff Role:

- Staff to assist in scheduling public events.

Task 4: Strategies and Plan Development

Task 4.1 Preliminary Land Use Plan. The plan will include required land use mixes, opportunity areas, implementation priorities and phases, and other features. Our team will refine the Plan's vision and articulate the goals, objectives, policies, and strategies, including process and regulatory implementation.

Task 4.2 Preliminary Implementation Strategies. Our team will work to create a tailored implementation and monitoring program that meets the City's current needs while being adaptable to changing circumstances in the future. We will identify ways to address gaps in current programs, policies, and services and will recommend actionable regulatory revisions, strategic initiatives, and catalyst projects, ensuring projects and actions tier and link with capital work programs, sustainability initiatives, and other plans.

Task 4 Meetings/ Deliverables:

- CS and AC Meetings #6 and #7 agendas, materials, facilitation, and summaries
- Draft and final land use map
- Draft and final policy recommendations and implementation strategy

Task 5: Draft & Final Comprehensive Plan

Task 5.1 Public Draft Comprehensive Plan. The preliminary draft will be revised per one round of consolidated CS/ AC comments and one joint P&Z/CC work session, and will be converted to a modern, graphic, and user-friendly format as the public draft.

Task 5.2 Event Series #4: Event Series #4 will celebrate and highlight the yearlong journey. Attendees and participants will have the opportunity to comment on the public draft plan.

Task 5.3 Public Hearings & Adoption. At this stage, CWF will support CS in presentations to P&Z and CC. CWF will revise the public draft plan based on feedback and input from the public, as well as prepare an executive summary describing plan highlights. After P&Z and CC hearings, the team will complete minor revisions, based on public hearing comment. Additionally, CWF will compile and submit all associated graphic links, maps and files.

Web-Based "Living" Comprehensive Plan. Upon document adoption and finalization, CWF will work with CS to convert the draft plan into a web-based component that will be interactive, easily understandable and navigable.

Task 5 Meetings/ Deliverables:

- CS and AC Meetings #8 and #9 agendas, materials, facilitation, and summaries
- Event Series #4 print and media notification, online and text polling survey #3, meeting plan, materials, facilitation, and summary
- P&Z & CC Work session #3 agendas, materials, facilitation, and summaries
- P&Z individual briefings and public hearing materials, facilitation assistance, and plan revisions
- CC individual briefings and public hearing materials, facilitation assistance, and plan revisions
- Draft and final plan compilation (including CS/AC draft; public draft; P&Z draft; and CC adoption draft)
- Final comprehensive plan (including all associated digital and GIS files)
- Web-based comprehensive plan (fully interactive comprehensive plan)

City Staff Role:

- CWF will be available for one day of public outreach. Following the initial first day, subsequent days will be led by CS.
- Staff will take the lead during the adoption process, leading presentations, with CWF assistance if necessary.

SCHEDULE	YEAR								YEAR									
	Month #1	Month #2	Month #3	Month #4	Month #5	Month #6	Month #7	Month #8	Month #9	Month #10	Month #11	Month #12	Month #13	Month #14	Month #15	Month #16	Month #17	Month #18
Task 1: Foundation																		
Project Initiation & Management																		
Project Logo & Branding																		
Public Communications & Stakeholder Involvement Plan																		
Event Series #1: *TITLE*			★															
Plan Audit																		
Task 2: Visioning																		
Event Series #2: TITLE				★														
Vision Document																		
Task 3: Opportunities & Choices																		
Specific Task 1 & 2																		
Opportunity Areas and Policy Choices																		
Event Series #3: TITLE									★									
Community Choices Refinement																		
Task 4: Strategies & Plan Adoption																		
Preliminary Land Use Plan																		
Preliminary Implementation Strategies																		
Task 5: Draft & Final Comprehensive Plan																		
Public Draft Comprehensive Plan																		
Event Series #4: TITLE													★					
Public Hearings & Adoption																		
Web-based "Living" Comprehensive Plan																		

Key Public Events ★