CITY OF IDAHO CITY

REGULAR CITY COUNCIL MEETING
Wednesday, August 9, 2023
7:00 P.M
City Hall, 511 Main Street, Idaho City, ID 83631

Join Zoom Meeting
https://us02web.zoom.us/j/4192717240?pwd=UWJUeHFjdm5GMUliNUhFNkJHaUZ2QT09
Meeting ID: 419 271 7240
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: JULY 26, 2023, JULY 27, 2023, & AUGUST 3, 2023.***ACTION ITEM***
B. IDAHO CITY EVENT CHECKLIST: ***ACTION ITEM***
   1. HARLEYS PUB PREPARTY FOR "PARTY AT THE PEN - OLD SKOOL BIKE RUN" SEPTEMBER 1, 2023
C. BILLS/PAYABLES: JULY 27, 2023 THROUGH AUGUST 9, 2023. ***ACTION ITEM***

II. PUBLIC HEARINGS

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

III. ENGINEER'S REPORT

IV. 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. REVISION TO LIQUOR LICENSE ORDINANCE

V. OLD BUSINESS

VI. NEW BUSINESS

A. VALIDATION/VACATION OF PUBLIC STREETS AND PUBLIC RIGHTS OF WAY WITH BOISE COUNTY. ***ACTION ITEM***
B. LETTER OF INTENT FROM CAROL KIRKLAND – IDAHO CITY HISTORIC PRESERVATION COMMISSION. ***ACTION ITEM***

C. LETTER OF INTENT FROM RHONDA JAMESON – IDAHO CITY HISTORIC PRESERVATION COMMISSION. ***ACTION ITEM***
D. NOISE VARIANCE FOR THE GOLD MINE SALOON AUGUST 25 & 26, 2023 TILL 1AM. ***ACTION ITEM***

VII. EXECUTIVE SESSION

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

VIII. EMPLOYEE UPDATES

A. PUBLIC WORKS
B. LAW ENFORCEMENT
C. CLERK/TREASURER'S OFFICE
    1. BUDGET UPDATES
    2. WATER AND SEWER UPDATES, ***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.

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
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Mari Adams
Ryan Heffington

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CITY OF IDAHO CITY

REGULAR CITY COUNCIL MEETING
Wednesday, July 26, 2023
6:00 P.M
City Hall, 511 Main Street, Idaho City, ID 83631

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https://us02web.zoom.us/j/4192717240?pwd=UWJUeHFjdm5GMUliNUhFNkJHaUZ2QT09
Meeting ID: 419 271 7240
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CALL MEETING TO ORDER: Mayor Everhart called regular city council meeting to order at 6:00 PM
ROLL CALL: Clerk Ptak called roll, Heffington, Adams, Secor in attendance, Elliott absent.
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: JULY 12, 2023 ***ACTION ITEM***

Council President Secor made a motion, seconded by Adams, to approve the minutes dated July 12, 2023. 3 ayes. Motion carried

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

C. BILLS/PAYABLES: JULY 13, 2023 THROUGH JULY 26, 2023 ***ACTION ITEM***

Council President Secor made a motion, seconded by Adams, to pay bills dated July 13, 2023, through July 26, 2023, in the amount of $16,327.03. 3 ayes. Motion carried

II. PUBLIC HEARINGS

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

III. ENGINEER'S REPORT

A. 2023 UPDATED PLAN OF OPERATIONS. ***ACTION ITEM***

B. QUALITY ASSURANCE PROJECT PLAN (QAPP). ***ACTION ITEM***

Mike Woodworth with Mountain Waterworks joined via zoom and informed council the Plan of Operations and Quality Assurance Project Plan have been prepared and the draft copies have been sent to DEQ in accordance with meeting the compliance dates. If the city had any comments or changes it would be pretty easy to do and Woodworth expected DEQ may have a couple of comments to address regardless. Woodworth further explained that the documents did not need signatures now but after any comments or changes DEQ may have. Mayor Everhart informed Woodworth that the city did not have any comments or changes at this time.

Mayor Everhart recognized the citizens in attendance and moved to citizen comments before the executive session. See Citizen Comments below (in bold).

IV. 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***

A. I.C. SECTIONS 74-206(F) AND 74-206(C) TO DISCUSS CONTROVERSIES IMMINENTLY LIKELY TO BE LITIGATED AND TO DISCUSS ACQUISITION OF AN INTEREST IN REAL PROPERTY NOT OWNED BY THE CITY.

Council President Secor made a motion, seconded by Adams, pursuant to Idaho Code § 67-2345, to adjourn to Executive Session for I.C. sections 74-206(F) and 74-206(C) to discuss controversies imminently likely to be litigated and acquisition of an interest in real property not owned by the city. Secor Aye, Adams aye, Heffington aye. Called into session/adjourned at 6:17pm. Mayor Everhart called back into regular session at 7:03pm.

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. ORDINANCE FOR WATER AND SEWER CONNECTIONS FOR NEW CONSTRUCTION

Mayor Everhart explained that the ordinance had a couple of minor changes and deals with how the city deals with billing for new construction as they start work. Council President Secor made a motion, seconded by Adams, pursuant to section 50-902, Idaho Code, the rule requiring that ordinances be read on three different days, two readings of which may be by title only and one reading of which shall be in full, shall be dispensed with and that Ordinance No. 382 be considered immediately. Secor aye, Adams aye, Heffington aye. Motion carried. Counselor Secor made a motion, seconded by Adams, Ordinance No. 382 now before the council to be approved. Secor aye, Adams aye, Heffington aye. Motion carried. The Ordinance will be effective upon publication in the newspaper.

B. ORDINANCE NO 378 CITY COUNCIL MEETINGS (MEETING TIME)

Council President Secor made a motion, seconded by Adams, pursuant to section 50-902, Idaho Code, the rule requiring that ordinances be read on three different days, two readings of which may be by title only and one reading of which shall be in full, shall be dispensed with and that Ordinance No. 378 be considered immediately. Secor aye, Adams aye, Heffington aye. Motion carried. Counselor Secor made a motion, seconded by Adams, Ordinance No. 378 now before the council to be approved. Secor aye, Adams aye, Heffington aye. Motion carried. The Ordinance will be effective upon publication in the newspaper. Clerk Ptak informed council that the meeting on August 23rd would still need to be at 6pm due to already advertising for the budget hearing at that time. City Attorney Callahan added that as long as the Notice and agenda are all correct she was ok with that meeting being at 6pm.

C. RESOLUTION 2023-09 WATER BANK LEASE - BOISE RIVER RENTAL POOL LEASE AGREEMENT FOR 2023

Council President Secor made motion, seconded by Adams, to approve Resolution 2023-09 Water Bank Lease. Secor aye, Adams aye, Heffington aye. Motion carried.

VI. OLD BUSINESS

A. PUBLIC ROAD/RIGHT-OF-WAY STATUS OF MYERS STREET. ***ACTION ITEM***

Mayor Everhart explained that this item would be held due to other issues that have become involved and the city wants to make sure everything is in place. The item will be moved to the next agenda.

VII. NEW BUSINESS

A. BOISE RIVER RENTAL POOL LEASE AGREEMENT FOR 2023. ***ACTION ITEM***

Item approved in the above Resolution 2023-09

B. LETTER OF INTENT FROM BARBARA MCCLAIN – IDAHO CITY HISTORIC PRESERVATION COMMISSION. ***ACTION ITEM***

Clerk Ptak informed council that McClain's commission is not due until November and the letter would be held until then.

C. LETTER OF INTENT FROM KAY JACKSON – IDAHO CITY HISTORIC PRESERVATION COMMISSION. ***ACTION ITEM***

Council President Secor made a motion, seconded by Heffington, to appoint Kay Jackson to the Historic Preservation Commission. 3 ayes. Motion carried.

D. ACQUISITION OF FUTURE WATER RIGHTS THROUGH ANNEXATION TO DISTRICT OR LEASING ***ACTION ITEM***

City Attorney Callahan informed council of the long-term solutions to water issues. Those paths include the city pursuing annexing to the Nampa Meridian Irrigation District and continuing to pursue a permanent water right. Council President Secor made a motion, seconded by Heffington, to pursue annexation to the Nampa Meridian Irrigation District. 3 ayes. Motion carried.

VIII. COMMITTEE REPORTS

A. PARKS & RECREATION COMMISSION

Dax Olvera informed council the commission has had a couple of meetings and things are going well. Olvera spoke on making changes to the city shed by the softball field. Olvera is looking to tear it apart and make it more user friendly, which could incur some cost. Olvera questioned if there was a budget for these types of things. Clerk Ptak answered, yes, Parks and Rec has a budget line. Olvera added that the well house has developed a few leaks this year. Once he figures out potential expense he will bring it before council. Mayor Everhart added that Olvera could check with Public Works Director Claus to see if there were any parts that could be used.

B. HISTORIC PRESERVATION COMMISSION

No current commission. Rhonda Jameson on zoom informed council that letters of intent would be available at the next council meeting.

C. PLANNING & ZONING COMMISSION

D. IDAHO CITY CHAMBER OF COMMERCE

IX. EXECUTIVE SESSION

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

A. I.C. SECTION 74-206(1)(b) CONSIDER PERSONNEL MATTERS

Council President Secor made a motion, seconded by Adams, pursuant to Idaho Code § 67-2345, to adjourn to Executive Session for I.C. section 74-206(1)(b) to consider personnel matters. Secor Aye, Adams aye, Heffington aye. Called into session/adjourned at 7:22. Mayor Everhart called back into regular session at 8:40pm.

X. EMPLOYEE UPDATES

A. PUBLIC WORKS

Mayor Everhart explained that Claus was not able to attend the meeting. Work is being done on Bear Run installing culverts. Discussion on the culvert piping and fiber cable ensued. Water to the Hainer lot has been done but the sewer is not done because of ground water. May need to rent a bigger pump due to the amount of ground water. Claus will be reading meters 7/27. Ptak added that Claus had already read the meters for Trudy's so that transfer can get moving. Ptak added that the public works department delivered

alternate watering days letters to residences. Discussion on sand bays and cleaning ensued. Mayor Everhart added that he would like to look into the cost of adding a 4th sand bay.

B. LAW ENFORCEMENT

Chief Otter informed council the weekdays have been slow, and the weekend night times have not been a problem. The schedule has been changed again to better allow for coverage but still have both officers on during weekends. There was an issue with a State Trooper coming up and enforcing the weight limit on Main Street for trucks delivering supplies to businesses. Otter contacted the delivery companies and provided his number if needed. Ptak added that the new ordinance fixing this issue is on the agenda for the July 27th meeting. Otter added that the new nuisance ordinance is working. A number of the problem residences have been vacated. Mayor Everhart asked if there was a schedule to get the signage on the police car and Otter responded no but he has a message into them so hopefully within the next week.

C. CLERK/TREASURER'S OFFICE

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

Clerk Ptak informed council on one adjustment that needs signed off on. The adjustment was because late fees were charged on an account that is already in a payment agreement. All other payment arrangements are being met. Forest Service is working to get their bill caught up with the new adjustments.

2. OVERDUE UTILITIES BILLS FOR ELEMENT CONSTRUCTION ***ACTION ITEM***

Clerk Ptak informed council on conversations with Jeff at Element Constructions regarding water. City Attorney Callahan informed council that she spoke with Justin Hubble at Element regarding some miscommunication on water bills and waiving fees. Callahan asked if council would like her to try and come to an agreement with Element regarding the past due bills and Mayor Everhart responded, "Yes please".

3. STEVEN GREEN WATER BILL LATE FEES & USAGE CHARGES

Clerk Ptak informed council that Steven Green had written a letter requesting his late fees be removed. Secor asked if there was a clerical error on the City or Green. Ptak responded it was on Green due to his bank not processing the payment. Council agreed that Green is responsible to pay the fees.

D. CITY ATTORNEY

City Attorney Callahan informed council on a couple of projects that should be ready for the next meeting. One being a mutual aid agreement between the city and the county, and the other being a liquor license ordinance.

XI. COUNCIL UPDATES

Secor no update, Adams no update, Heffington no update.

XII. MAYOR UPDATES – no update.

XIII. CITIZEN COMMENTS

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Bobby Mathews addressed council and informed them that he is not going away and explained a situation that happened recently. Someone that was at the Goldmine came into the store and cornered one of Mathews employees. Police came and determined the person was not able to drive and returned him to the ridge rider camp. That same person then disappeared and was later pulled over by a State Trooper. Mathews added that he had sat down with one of the Vagos members to discussed things and came to an understanding. Mathews told council he would appreciate it if something gets done about these situations before someone gets hurt. Council President Secor added that things are being done, but it is a slow process. **Chief Otter** responded to the situation with the intoxicated person in Mathews store. Otter explained that they were out looking for the person in question and are the ones that ended up providing the State Troopers the information. ICPD has changed their schedule to patrol in those peak times and are doing bar checks. Otter added that they are doing what they can. Counselor Adams apologized that this happened and explained that council is also trying to see what can be done through ordinance. Mayor Everhart added that the city is working on the situation but there is a process that has to be followed.

Mayor Everhart returned the meeting to the Executive Session item IV above (in bold).

ADJOURNMENT 8:55 PM

ATTEST: Date approved:

Nancy L Ptak, City Clerk-Treasurer

Ken Everhart, Mayor

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Thursday, July 27, 2023
7:00 pm
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CALL MEETING TO ORDER: Mayor Everhart called the special city council meeting to order at 7:00 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. IDAHO CITY EVENT CHECKLIST: ***ACTION ITEM***

1. JACK PINE ROUNDUP – AUGUST 25 & 26, 2023

Counselor Heffington made a motion, seconded by Elliott, to approve the event checklist for the Jack Pine Roundup August 25 & 26, 2023. 4 ayes. Motion carried. Counselor Secor made a motion, seconded by Heffington, to approve an alcohol variance for the Jack Pine Roundup August 25 & 26, 2023. 4 ayes. Motion carried. Counselor Secor made a motion, seconded by Elliott, to approve a noise variance at the Rodeo Grounds August 25 & 26, 2023 until midnight. 4 ayes. Motion carried.

II. ORDINANCES AND RESOLUTIONS

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A. RESOLUTION 2023-08 TRANSFERRING PERMANENT RECORDS TO IDAHO STATE HISTORICAL SOCIETY

Clerk Ptak informed council that City Attorney Callahan had looked this over and approved. Counselor Secor made a motion, seconded by Elliott, to approve Resolution 2023-08 Transferring Permanent Records To Idaho State Historical Society. 4 ayes. Motion carried.

B. REVIEW ONLY - RESOLUTION 2023-10 SCHEDULE OF FEES FOR 2024

C. REVIEW ONLY - RESOLUTION 2023-11 WATER AND SEWER RATES

Clerk Ptak suggested that both the above resolutions be moved to after ordinance 381 because they deal with budget. – Clerk Ptak informed council that in their packet were two different versions of each resolution (3% & 5%), and a State statute that allows for the increases up to 5% without public hearing. The tentative budget before them is also based on 5% because of different revenues that the city will not see next fiscal year. Some of the fees were not changed but the water and sewer rates are at 5%. Mayor Everhart informed the new members of council that have not been through the budget process, that he has always recommended an increase due to the fact that costs are always going up. Clerk Ptak added that these resolutions will be passed at the budget hearing which gives council time to look through everything and make changes if needed. Discussion on rates ensued. Mayor Everhart moved to New Business see below.

D. ORDINANCE NO 379 ANNEXATION ORDINANCE - ROEBER 2

Clerk Ptak informed council that both ordinances (379 & 380) were repealing and replacing previous ones due to timing with the County and State. Counselor made a motion, seconded by Adams, pursuant to section 50-902, Idaho Code, the rule requiring that ordinances be read on three different days, two readings of which may be by title only and one reading of which shall be in full, shall be dispensed with and that Ordinance No. 379 be considered immediately. Secor aye, Adams aye, Elliott aye, Heffington aye. Motion carried. Counselor Secor made a motion, seconded by Adams, Ordinance No. 379

now before the council to be approved. Secor aye, Adams aye, Elliott aye, Heffington aye. Motion carried. The Ordinance will be effective upon publication in the newspaper.

E. ORDINANCE NO 380 ANNEXATION ORDINANCE – SECOR 2

Counselor Elliott made a motion, seconded by Heffington, pursuant to section 50-902, Idaho Code, the rule requiring that ordinances be read on three different days, two readings of which may be by title only and one reading of which shall be in full, shall be dispensed with and that Ordinance No. 380 be considered immediately. Secor abstain, Adams aye, Elliott aye, Heffington aye. Motion carried. Counselor Elliott made a motion, seconded by Heffington, Ordinance No. 380 now before the council to be approved. Adams aye, Elliott aye, Heffington aye, Secor abstain. Motion carried. The Ordinance will be effective upon publication in the newspaper.

F. ORDINANCE NO 381 RESTRICTIONS OF TRUCK TRAFFIC (AMENDS 324)

Counselor Secor made a motion, seconded by Adams, pursuant to section 50-902, Idaho Code, the rule requiring that ordinances be read on three different days, two readings of which may be by title only and one reading of which shall be in full, shall be dispensed with and that Ordinance No. 381 be considered immediately. Secor aye, Adams aye, Elliott aye, Heffington aye. Motion carried. Counselor Secor made a motion, seconded by Adams, Ordinance No. 381 now before the council to be approved. Secor aye, Adams aye, Elliott aye, Heffington aye. Motion carried. The Ordinance will be effective upon publication in the newspaper.

Mayor Everhart returned to Review Resolutions 2023-10 & 11.

III. NEW BUSINESS

A. ADOPT TENTATIVE 2023-2024 BUDGET ***ACTION ITEM***

Clerk Ptak informed council that the tentative budget in their packet is a finished document and if approved would be published. The excel spreadsheets that the numbers came from were emailed to council and the Mayor for reference. Discussion on revenue and where some of the funds will come from ensued. Ptak added that the general fund budget has been tightened up as Law Enforcement also comes from the general fund. Discussion on general funds, law enforcement, revenue, and line items ensued. Ptak added that if council wanted to wait another week to go through everything in more detail they could have another special meeting next week. Chief Otter could be available to go through his budget as well. Mayor Everhart recommended having another special meeting to allow everyone the time to go through everything to make changes if needed. Discussion on what changes could be made ensued. Mayor and Council decided to have a special meeting August 3rd at 7 to allow Chief Otter to attend and revisit the tentative 2023-2024 Budget.

ADJOURNMENT: 7:40

ATTEST:

Date approved:

Nancy L Ptak, City Clerk-Treasurer

Ken Everhart, Mayor

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Thursday, August 3, 2023
7:00 pm
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CALL MEETING TO ORDER: Mayor Everhart called the special city council meeting to order at 7:11 PM
ROLL CALL: Clerk Ptak called roll, Heffington, Elliott, Adams, Secor in attendance.
PLEDGE OF ALLEGIANCE: Mayor Everhart led the pledge of allegiance.

I. NEW BUSINESS

A. ADOPT TENTATIVE 2023-2024 BUDGET ***ACTION ITEM***

Clerk Ptak explained the two spreadsheets sent to council for expenditures and revenue. The total amount for each fund can go down but cannot be increased and the line items can be changed around if needed. Mayor Everhart asked for some explanation on expenses between last year and the proposed for Historic District, Planning and Zoning, and Parks and Rec. Ptak explained publications and other expenses that have not been made as of yet. Discussion on the amounts ensued. Mayor Everhart questioned other line items and Clerk Ptak responded that the change is due to being able to spend more out of the water fund in the past and not being able to do that this year. Discussion on other line items ensued. Ptak further explained that in the past City Hall has been able to spread things through water, sewer, and general funds, but are not able to use as much from the water fund due to the bond payment. Counselor Heffington questioned some of the revenue line items and Ptak explained that some of the funds have not been received yet because the budget is prepared before the end of the fiscal year. Discussion on the revenue amounts and how the revenue and expenditures balance out ensued. Mayor Everhart explained that the cities audit reports for the last 3-4 years have been spectacular which means that they are doing the budgeting process the way in needs to be done. Discussion on budget workshops ensued.
Counselor Secor made a motion, seconded by Adams, to adopt the tentative 2023-2024 budget in the amount of $3,541,829.00. Secor aye, Adams aye, Elliott aye, Heffington aye. Motion carried.
Counselor Heffington requested the line-item spreadsheets with all of the current numbers from Clerk Ptak.

ADJOURNMENT 7:38 PM

ATTEST: Date approved:

Nancy L Ptak, City Clerk-Treasurer

Ken Everhart, Mayor

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City of Idaho City

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

Event Checklist Application

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

There is a $50.00
($25 for nonprofit,$15 for student)
Application Fee for each Event Checklist

Event Overview

Event Name: HARLEYS PUB PREPARTY FOR PARTY AT THE PEN "old SKOOL BIKE RUN"
Event Sponsor: HARLEYS PUB - KIM STANEART/BARNHILL
Address of Event: 305 MAIN ST Idaho City Id 83631
Time(s) and Date(s) of Event: FRIDAY SEPTEMBER 1ST 5:00pm - 11pm
Person in charge: KIM STANEART/BARNHILL Contact Numbe [redacted]
Number of Attendees: (AT LEAST) 75-100 Email: [redacted]
Event Set-Up and Take Down Times and Dates: 5pm SETUP 11pm TAKE down
Type of Event (what event encompasses): old SKOOL BIKE SHOW + BAND
(KNUCKLE HEADS, SHOVEL HEADS, PAN HEADS, CHOPPERS.)

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? 501c3#	☐	☒
Event sponsor has read the Idaho City Park Policy and/or the Historical Foundation Policy & agrees to comply?	☒	☐
Will your event have food (either provided or available for purchase)? *(If yes, please fill out Food Section)* BAR SNACKS, POT LUCK	☒	☐
Will your event have vendors (food, cottage industry, service provider, etc.)? *(If yes, fill out Vendor Section)*	☐	☒
Will there be promotional signage at your event? *(If yes, please provide examples)*	☐	☒
Will your event have alcohol (either provided or available for purchase)? *(If yes, fill out Alcohol Section)* ***Fee required** THIS IS A BAR EVENT	☒	☐
Will your event require a park reservation (John Brogan Memorial, Naylor Park, etc.)? ***Fee may be required**	☐	☒
Will your event be held after hours (between dusk to dawn)? ***Fee required**	☐	☒
Site Plan Attached? (site plan showing exact locations of all the different function of the event (I.E. show performance spaces; vendor areas; emergency services; trash receptacles; porta potties; proposed parking uses, etc.)	☐	☐
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.)	☐	☐

WE WILL BE HAVING A BAND OUTSIDE ON HARLEYS PUB PROPERTY FROM 7pm-10pm. WE ARE REQUESTING RD CLOSED (MAIN ST) FROM MERC SIDE ST to TRUDYS ANTIQUE STORE SIDE RD FOR SHOW BIKES to PARK BETWEEN THERE. BETWEEN 150-200 BIKES, GIVE OR TAKE. REQUESTING RD to BE CLOSED FROM 5pm-11pm FRIDAY Sept. 1.

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. Please attach a copy of your emergency service and security plans to the application upon submission (plan 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.
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
Have you scheduled security with ICPD?		☒
Have you scheduled emergency services (EMS)?	☐	☒
Have you scheduled private security?	☒	☐

MDO

Based on expected attendance, how many security staff will be staffed at all times? AT LEAST 4 ppl

Security Company: PRIVATE

Company Contact Person: N/A

Company Email: N/A Phone: N/A

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

THIS EVENT WILL BE MORE ADULT ORIENTED. BUT MINOR ARE WELCOME TO CHECK BIKES OUT LOCATED ON MAIN ST.

First Aid/Information Table

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

Type(s) of First-Aid Provided: N/A

Location(s) of Information Table: N/A

Parking

Primary Parking Location: BETWEEN MERC/MUDYS ANTIQUE STORE Secondary Parking Location:

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

Parking Plan Description: SHOW BIKES TO PARK IN CLOSED OFF SECTION OF MAIN ST.

Traffic Control

	YES	NO
Has the city and/or county been contacted about road closures?	☐	☐

Traffic Control Company:

Company Contact Person:

Company Email: Phone:

Traffic Control Description:

Alcohol

	YES	NO
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.) ITS A BAR APPROPRIATE PAPERWORK ALREADY IN HAND.	☒	☐

Catering **OR** Benevolent, Charitable, and Public Purpose Events Permit Holder: ~~N/A~~

Type(s) of alcohol to be served at event: ALL THE APPROVED

Serving times for alcohol (to/from): BAR HRS.

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.):

ALWAYS CHECK IDS GIVE OUT WRIST BANDS.

Detailed alcohol security plan:

3-4 ppl OUTSIDE AT ALL TIMES MAKING SURE NO MINORS ON PROPERTY W/ GATES OPEN AND EVERYTHING / BODY STAYING MANAGABLE AND KEEPING THE PEACE.

☐ Attach photos of alcohol area signage that will be displayed at event. ALREADY UP ON PROPERTY 24.7

☐ 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/Liquor_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? ~~0~~

List vendor fees that will be charged (if applicable) or N/A: ~~0~~

	YES	NO
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**

If you will have vendors at event:

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

Restrooms

	YES	NO
Will you be bringing in additional Porto-Potties?	☐	☒

Number of Restrooms:

Number of ADA Restrooms:

Location of Restrooms:

Porto-Potty Company: Phone:

Refuse

YES	NO
☐	☒

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? WE ALWAYS CLEAN UP OUR OWN EVENTS. WE HAVE OUR TRASH CANS

Location of trash carts: AND TRASH CONTAINERS ON HARGEYS PUB PROPERTY. CANS WILL BE

Detailed refuse plan for collection, containment, and after event clean-up: PROVIDED IN CLOSED OFF AREA.

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)**

PUBLIC NOTIFICATION OF EVENT & ROAD CLOSURE WILL BE VIA FACE BOOK AND FLYERS AROUND TOWN, AND WORD OF MOUTH.

Event Fees: https://idahocity.municipalimpact.com/documents/170/2022-23_fee_chart.pdf

	Amount
☐ **Parks and Recreation fee schedule:** Commercial or dedicated use of and city recreational facilities shall be **5% of gross proceeds** or a minimum charge of $78.75 per day plus 6% use tax.	$ Ø
☐ **The following security deposit is required, refundable if rental requirements are completed:** 50-99 people $50.00, 100-249 people $100.00, 250 or more people $300.00 Exceptions may be set by the City Council based on recommendation from the Idaho City Parks and Recreation Commission.	$ Ø
☐ **Alcohol Catering Permit.....$20/day (3-day limit).....**	$ Ø
☐ **Food Vendor Permit Fee.....$15.75/day (3-day limit).....**	$ Ø
☐ **Mobile Food Truck Fee.....$25 application fee & $20/day (5-day limit).....**	$ Ø
☐ **Vendor License Daily Fee.....$15.75 (Nonprofit $7.35).....**	$ Ø
☐ **Vendor License Yearly Fee (Non-refundable) $52.50.....**	$ Ø
☐ **Carnival or public entertainment with less than 10 concessions, rides, or sideshows, daily fee $210.00.....**	$ Ø
☐ **Carnival or public entertainment with more than 10 concessions, rides, or sideshows, daily fee shall be $21.00 per concession, ride, or sideshow.....** ▪ An additional event license fee may be required for carnivals, public entertainment, or sponsored events in an amount approved by the City Council as meeting the city's expenses related to the activity, including but not limited to the provision of Public Works and Police ▪ A permittee for a carnival, public entertainment, or sponsored event shall establish financial responsibility in the form of an insurance policy issued jointly to the owner and the City of Idaho City in the minimum amount of one million dollars, single limit.	$ Ø
☐ **Pass through Costs (Electricity, Safety Services, Public Notification, Other).....**	$
☐ **Law Enforcement Fee $25/hr. per office (determined by Chief of Police)** ◆ **After Hours Fee $37.50/hr. per officer (determined by chief of Police)**	$
☐ **Community Hall Fees**	
▪ **Nonprofit groups $42.00/day plus ($2.52) 6% use tax.....**	$ Ø
▪ **Private groups & government agencies $84.00 plus ($5.04) 6% use tax -5 hours and less .....**	$ Ø
▪ **Private groups & government agencies $157.50 plus ($9.45) 6% use tax -more than 5 hours.**	$ Ø
▪ **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.	$ Ø
TOTAL:.....	$

Attachment Checklist

	YES	N/A
Limited Liability Insurance Plan ***($1,000,000 in the name of City of Idaho City)***	☒	☐
Event Location Map – Site Plan (all areas identified)	☐	☐
Schedule of Events	☒	☐
Detailed Security Plan Requiring Approval by the Idaho City **Police Department**	☒ MDO	☐
Detailed Emergency Services Plan Approval by the Idaho City **Police Department**	☒ MDO	☐
Traffic Control & Parking Plan	☒	☐
Complete List of Participating Vendors	☐	☐
Vendor Permits & Fees	☐	☐
Confirmation of Event Registration with Central District Health (CDH)	☐	☐
Photos of Event and Promotional Signage with Dimensions	☐	☐
Approved Alcohol Catering Permit/Permit for Benevolent, Charitable, and Public Purpose Events	☐	☐
Photos of Alcohol Area Signage	☐	☐
Map of Alcohol Serving Area (including entrances and exits) IN BAR	☐	☐
Photo of alcohol wristbands (if applicable)	☒	☐
Public Notification Letter POSTED ON FACEBOOK + FLYERS W/ EVENT	☐	☐
Park Reservation Receipt	☐	☐
Other Pass-Through Cost Receipt(s)	☐	☐
Refuse Plan	☐	☐
Community Hall Reservation Information	☐	☐

Office Use Only

	YES	NO
Event Checklist application fee collected? Card ☐ Cash ☑ Check ☐ Receipt # 010943	☑	☐
Have all applicable attachments been received and reviewed?	☑	☐
Is this Special Event Plan approved?	☐	☐

EC Application #: _____ **Date of Approval:** _____

Special Comments/Instructions

City Clerk

Parks Director (if applicable)

Chief of Police, City of Idaho City (if applicable)

Idaho City Fire Protection District (if applicable)

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

City of Idaho City Seal

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

Contact Information:

Idaho City Historical Foundation: Phone: (208)-392-4550 Email: president@idahocityhistoricalfoundation.org

Idaho City Police Department: Chief Mark Otter Phone: 208-392-4596 Email: icpd100@cityofic.org

East Boise County Ambulance District: Phone: (208) 392-6644 Email: ebcaddirector@co.boise.id.us

OFFICE USE ONLY

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

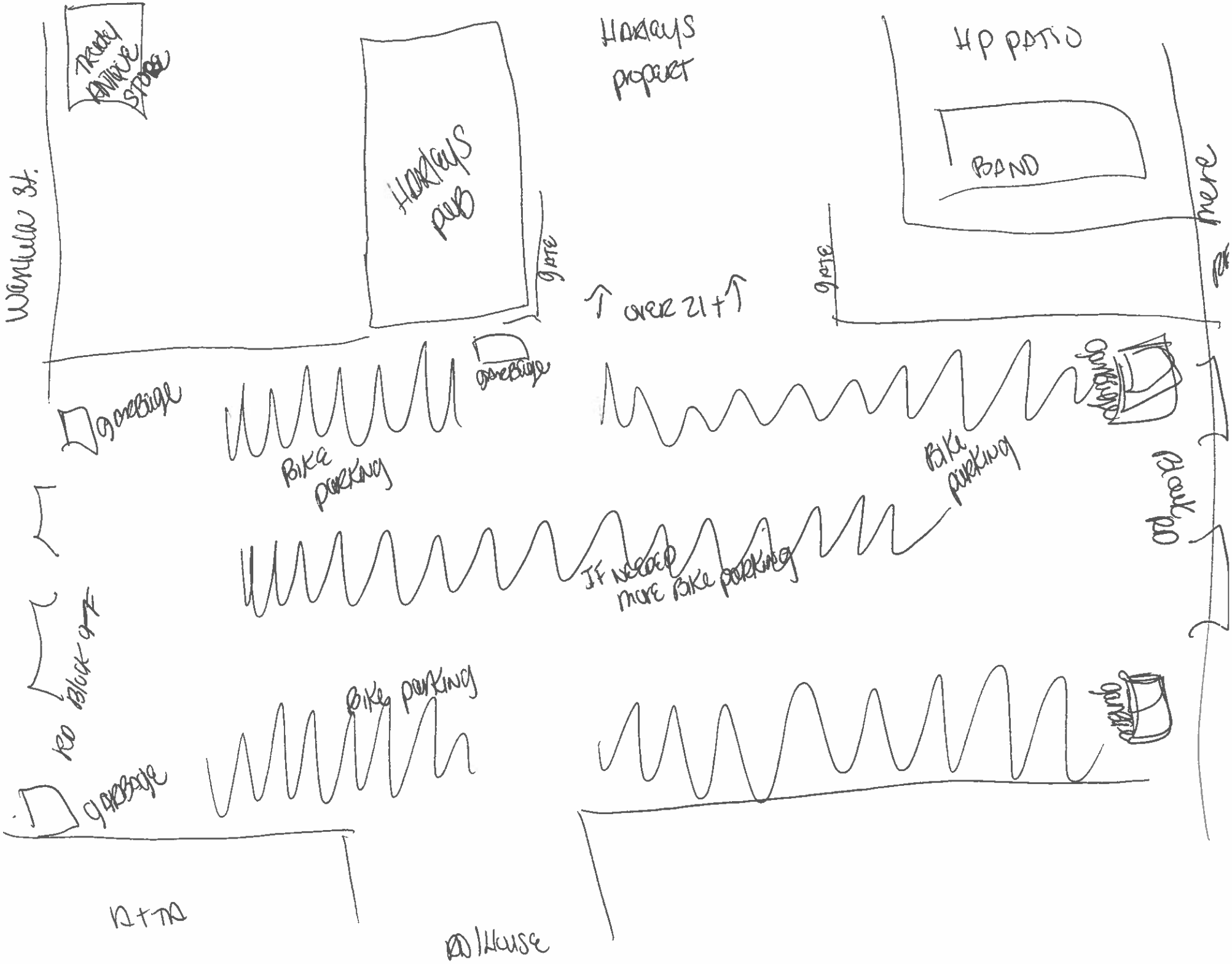
Comments: _____

_____

_____

_____

Signed: _____


Wanulu St.
HARLAYS PROPERT
HARLAYS PUB
HP PATIO
BAND
GATE
GATE
↑ OVER 21 +↑
GARBAGE
GARBAGE
BIKE PARKING
BIKE PARKING
GARBAGE
BIKE PARKING
IF NEEDED MORE BIKE PARKING
GARBAGE
GARBAGE
NO BLOCK OFF
BIKE PARKING
GARBAGE
N+TA
RD HOUSE

RECEIPT

CITY OF IDAHO CITY
P.O. Box 130
IDAHO CITY, ID 83631
(208) 392-4584

RECEIVED FROM Kim Stewart

$ 50.00 DOLLARS

Event Checklist - Sept 1st, 2023

PURPOSE OF PAYMENT ☐ RENT ☐ GOODS ☐ DEPOSIT ☑ Event Checklist App

AMOUNT DUE	
THIS PAYMENT	50 00
BALANCE DUE	

PAYMENT METHOD	
☐ CREDIT CARD	☐ CHECK
☐ MONEY ORDER	☑ CASH

DATE 7/17/23

RECEIVED BY Kalb

No. 010943

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 7/18/2023

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 POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Leavitt Group of Boise
6220 N Discovery Way, Ste 100
Boise ID 83713

CONTACT NAME: CL Central Boise
PHONE (A/C, No, Ext): (208) 375-9199 FAX (A/C, No): (208) 658-1951
E-MAIL ADDRESS: clcboise@leavitt.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: United States Liability Insurance Comp	25895
INSURER B: Idaho State Insurance Fund	36129
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Harley's Pub LLC
P.O. Box 1207
Idaho City ID 83631

COVERAGES CERTIFICATE NUMBER: 23.24 GL 22.23 WC REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY 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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			[redacted]	6/21/2023	6/21/2024	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE / X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY / PRO-JECT / LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH)	N/A		590866	10/1/2022	10/1/2023	E.L. EACH ACCIDENT	$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 100,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Verification of Insurance Only

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.

AUTHORIZED REPRESENTATIVE
Katelin Sheets

CITY OF IDAHO CITY
Claim Approval List
For the Accounting Period: 8/23
For Pay Date: 08/09/23

For doc #s from to 999999
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
2380		259 BAUMHOFF CONSTRUCTION	470.00							
		3352 08/01/23 Road Mix	470.00*			20	43200	635		10100
2381		45 CENTURYLINK	305.90							
		July 217B 07/16/23 City Hall	38.37			10	41500	491		10100
		July 217B 07/16/23 City Hall	33.58			51	43400	491		10100
		July 217B 07/16/23 City Hall	23.99			52	43500	491		10100
		July 559B 07/16/23 Water Plant	83.98			51	43400	491		10100
		July 685B 07/16/23 Sewer Internet & Phone	125.98			52	43500	491		10100
2382		238 AOKA Engineering LLC	877.66							
		26 08/02/23 2023-05 Plan Review	75.38			10	41500	405		10100
		26 08/02/23 2023-04 Plan Review	712.28			10	41500	405		10100
		26 08/02/23 2023-02 Inspection	30.00			10	41500	405		10100
		26 08/02/23 2023-02 Inspection	30.00			10	41500	405		10100
		26 08/02/23 BR 2023-01 Inspection	30.00			10	41500	405		10100
2383		247 ANDERSON HARDWARE SUPPLY	24.19							
		5505 07/12/23 4" carbon blade	12.99			52	43500	612		10100
		6105 07/27/23 Hardware	11.20			52	43500	612		10100
2384		115 CORE & MAIN	1,918.48							
		222156 07/18/23 SWR Pipe / gasket cap	376.03			52	43500	630		10100
		286348 07/27/23 Pipe & fittings	1,542.45*			20	43200	635		10100
2385		23 IDAHO RURAL WATER ASSOCIATION	445.00							
		1824 06/30/23 Dues - 6/30/23 - 6/30/24	445.00*			51	43400	460		10100
2386		237 NAYLOR & HALES, P.C.	1,818.25							
		11558 07/26/23 Attorney fees	727.30			10	41500	570		10100
		11558 07/26/23 Attorney fees	727.30*			51	43400	570		10100
		11558 07/26/23 Attorney fees	363.65			52	43500	570		10100
2387		243 ALTERNATIVE HOSE LLC	211.95							
		6230941 07/24/23 Clear pvc hose	156.60			51	43400	630		10100
		6230941 07/24/23 Camlock Female	28.34			51	43400	630		10100
		6230941 07/24/23 Camlock Male	15.55			51	43400	630		10100
		6230941 07/24/23 T-bolt clamp	11.46			51	43400	630		10100

For doc #s from to 999999
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
2388		244 MERIDIAN AUTO RANCH	97.84							
		Mar0717 07/21/23 2021 Explorer Oil change	97.84			10	42100	640		10100
2389		119 HANSON JANITORIAL SUPPLY, INC	624.83							
		747075 07/07/23 Janitorial supplies	624.83			10	41500	611		10100
2390		48 IDAHO WORLD PUBLISHING LLC	135.12							
		7651 07/21/23 3rd Quarter Finanical Report	14.00			10	41500	440		10100
		7651 07/21/23 3rd Quarter Finanical Report	5.83			20	43200	440		10100
		7651 07/21/23 3rd Quarter Finanical Report	32.66			51	43400	440		10100
		7651 07/21/23 3rd Quarter Finanical Report	5.83			52	43500	440		10100
		7652 07/21/23 Ordinance 377	76.80			10	41500	440		10100
2391		204 TAMRA CLAUS	21.04							
		NA 08/03/23 Propane	9.07*			20	43200	635		10100
		6441 08/04/23 Rodeo Grounds Keys	11.97			10	41500	930		10100
2392		273 Nick Mancera	66.50							
		NA 07/27/23 Mileage 7/26/23	66.50*			20	43200	450		10100
2393		42 NORCO INC	52.70							
		02645 Aug 08/01/23 Cylinder rent	52.70			52	43500	630		10100
2394		10 ANALYTICAL LABORATORIES, INC	778.00							
		2305272 07/31/23 Wastewater monitoring	778.00*			52	43500	683		10100
2395		28 IDAHO CITY GROCERY	19.47							
		344110 07/12/23 Water supplies for shop	3.46			20	43200	612		10100
		344110 07/12/23 Water supplies for shop	8.73			51	43400	612		10100
		344110 07/12/23 Water supplies for shop	4.29			52	43500	612		10100
		347678 07/26/23 Ice for wwtp samples	2.99*			52	43500	610		10100
2396		251 VARIN THOMAS LLC	1,687.50							
		10352 08/06/23 Attorney fees	1,687.50*			51	43400	340		10100
2397		253 International League of Cities	250.00							
		00812-631C 08/04/23 Annual membership	15.00			10	41500	460		10100
		00812-631C 08/04/23 Annual membership	205.00*			51	43400	460		10100
		00812-631C 08/04/23 Annual membership	30.00*			52	43500	460		10100

For doc #s from to 999999
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org Acct	Object	Proj	Cash Account
2399		179 WEX BANK	1,266.21							
		90902066 07/31/23 Fuel	48.21			20	43200	480		10100
		90902066 07/31/23 Fuel	160.73			51	43400	480		10100
		90902066 07/31/23 Fuel	112.51			52	43500	480		10100
		90902066 07/31/23 Law Fuel	944.76			10	42100	480		10100
2400		171 US BANK	61.45							
		June 2023 06/23/23 Ink	18.99			10	41500	305		10100
		4147705601 04/30/23 Tax	1.14*			10	41500	590		10100
		june 2023 05/03/23 Ink	18.99			10	41500	305		10100
		2791962513 05/03/23 Tax	1.14*			10	41500	590		10100
		May 2023 05/26/23 amazon returned item	21.19			10	41500	305		10100

# of Claims 20 Total: 11,132.09

CITY OF IDAHO CITY
Fund Summary for Claims
For the Accounting Period: 8/23

Fund/Account	Amount
10 GENERAL FUND	
10100 Checking-Cash in Bank	$3,489.98
20 STREET FUND	
10100 Checking-Cash in Bank	$2,145.52
51 WATER FUND	
10100 Checking-Cash in Bank	$3,596.43
52 SEWER FUND	
10100 Checking-Cash in Bank	$1,900.16
Total:	$11,132.09

CITY OF IDAHO CITY
Claim Approval Signature Page
For the Accounting Period: 8 / 23

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

CASH VOUCHERS

Authorized by: _____ Date: _____

Gmail

Kaleb Goodlett <idahocityoffice@cityofic.org>

Fwd: Historical Commission Vacancy

1 message

Nancy Ptak <idahocityclerk@cityofic.org> Mon, Jul 24, 2023 at 11:34 AM
To: Kaleb Goodlett <idahocityoffice@cityofic.org>

For the next regular meeting

--------- Forwarded message ---------
From: **Carol Kirkland** [redacted]
Date: Fri, Jul 21, 2023, 2:05 PM
Subject: Historical Commission Vacancy
To: <idahocityclerk@cityofic.org>

I am interested in volunteering with the Historical Commission. I have been volunteering with the historical society for approximately a year.

I am currently retired, live in Duquette Pines, and am building a home. I have lived in Idaho City several times starting in 1976, leaving due to employment requirements.

I also volunteer with the Idaho City Fire Commission and the Duquette Pines Homeowners Association.

If you have any questions please don't hesitate to contact me. Thank you.

Carol Kirkland
[redacted]

July 26, 2023

Idaho City Council members and Mayor:

I have been on the Idaho City Historic Preservation Commission for 20 years now. I have been the acting chairman for at least 10 years, and the actual chairman for 4 years. I don't think I am the best spokesperson for the commission, so if I am reappointed, I will solicit a new chairman. I have been writing the minutes for the commission for the full 20 years, so I would also solicit a different commissioner to write and submit the minutes to the City.

I do however think that I should keep writing and administering grants for historic building preservation. The commission is starting a new 2-3 year grant cycle for a $10,000 CLG grant awarded earlier this year, for the reevaluation of our Historic District and historic buildings. I have probably written a dozen grants in the last 20 years, for the benefit of historic preservation.

Please accept this letter as a request for consideration to remain on the ICHPC for another term.

Sincerely,

Rhonda Jameson

UTILITY BILLING SYSTEM Report ID: 1086

CITY OF IDAHO CITY

ADJUSTMENTS JOURNAL - Specific Type

For Postdate from 08/07/2023 to 08/09/2023 Ordered by ADJUSTMENT NUMBER from AP and Year 8 - 2023
ALL ADJUSTMENT NUMBERS
ALL ACCOUNTS

14:13:11 - 08/09/2023

ADJUSTMENT TYPES: BILLING CORRECTION CONSUME CORRECTION NO ADJUSTMENT TYPE NSF FEE ON/OFF FEE RE-READ

Adjustment Number / Description	Customer Name	Service	Account	Route - Meter	Type / Amount	Post Date
12389	[redacted]		20085-00	02-85	BILLING CORRECTION	
ADJUSTMENT		WATER USAGE			-1979.70	08/08/2023
ADJUSTMENT		WATER LATE FEE			-176.60	08/08/2023
ADJUSTMENT		SEWER LATE FEE			-176.60	08/08/2023
COMMENTS: water usage not correct with new meter, taking off late fees as they do not belong				Subtotal for Account 20085-00 :		-2332.90
12390	[redacted]		20065-00	02-65	BILLING CORRECTION	
ADJUSTMENT		WATER USAGE			-103738.50	08/08/2023
COMMENTS: meter is picking up extra zeros, Sue will need to hand enter after the meter readings go in.				Subtotal for Account 20065-00 :		-103738.50
12391	[redacted]		20294-00	02-294		
ADJUSTMENT		WATER BASE			-124.80	08/08/2023
ADJUSTMENT		SEWER LATE FEE			-3.45	08/08/2023
COMMENTS: acount should have been adjusted further for the sewer charges, they are currently up to date and sewer chages will begin this month.				Subtotal for Account 20294-00 :		-128.25

Grand Total of Adjustments: -106199.65

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

PAST DUE 60 OR MORE DAYS — **For target date 08/02/2023** — **11:40:26 - 08/02/2023**

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20001-00	03-08	[redacted]	302 ELK CREEK ROAD		COMMERCIAL	
	51 - WATER BASE		Agreement			
	52 - SEWER			14474.12		13643.48
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE			10791.95		10791.95
	51 - OVERPAYMENT					
			Subtotal for Account 20001-00 :	25266.07		24435.43
20002-00	02-02	[redacted]	305 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE		Last pd. $250 7/25/23	164.37		39.57
	51 - WATER USAGE			6.41		1.28
	52 - SEWER			138.44		69.22
	51 - WATER LATE FEE			41.70		22.24
	52 - SEWER LATE FEE			56.00		28.74
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20002-00 :	408.92		161.05
20004-00	03-NONE	[redacted]	300 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE		Agreement			
	52 - SEWER			173.05		103.83
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE			519.87		519.87
	51 - OVERPAYMENT					
			Subtotal for Account 20004-00 :	692.92		623.70
20017-00	02-17	[redacted]	100 WILLIAMS DRIVE		RESIDENTIAL	
	51 - WATER BASE		Last pd $303.51 5/9/23	187.20		62.40
	51 - WATER USAGE			1.84		
	52 - SEWER			103.83		34.61
	51 - WATER LATE FEE		7-DAY	6.24		
	52 - SEWER LATE FEE			6.24		
	51 - OVERPAYMENT					
			Subtotal for Account 20017-00 :	305.35		97.01
20019-00	02-19	[redacted]	607 MAIN STREET		RESIDENTIAL	
	51 - WATER BASE		Last pd. $250 6/13/23	249.60		124.80
	51 - WATER USAGE			39.03		24.51
	52 - SEWER			138.93		69.71
	51 - WATER LATE FEE			13.48		13.48
	52 - SEWER LATE FEE			17.52		17.52
	51 - OVERPAYMENT					
			Subtotal for Account 20019-00 :	458.56		250.02
20028-00	02-28	[redacted]	504 MAIN STREET		RESIDENTIAL	
	51 - WATER BASE		Last pd $125.00 6/13/23	249.60		124.80
	51 - WATER USAGE			102.53		47.59
	52 - SEWER			138.44		69.22
	51 - WATER LATE FEE			26.72		7.83
	52 - SEWER LATE FEE			28.36		9.40
	51 - NSF FEE			16.54		16.54
	51 - OVERPAYMENT					
			Subtotal for Account 20028-00 :	562.19		275.38
20043-00	02-43	[redacted]	101 MONTGOMERY STREET		RESIDENTIAL	
	51 - WATER BASE			619.33		307.33
	51 - WATER USAGE			53.59		22.14
	52 - SEWER			346.12		173.06
	51 - WATER LATE FEE			32.95		
	52 - SEWER LATE FEE			32.95		
	51 - OVERPAYMENT					
			Subtotal for Account 20043-00 :	1084.94		502.53

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

PAST DUE 60 OR MORE DAYS — For target date 08/02/2023 — 11:40:26 - 08/02/2023

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20049-00	02-49	[redacted]	304 MONTGOMERY STREET		RESIDENTIAL	
	51 - WATER BASE		Last Pd. $200	124.80		
	51 - WATER USAGE			3.85		
	52 - SEWER		6/28/23	88.46		19.24
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20049-00 :	217.11		19.24
20065-00	02-65	[redacted]	CENTERVILLE ROAD		COMMERCIAL	
	51 - WATER BASE		Adjusted	678.80		
	51 - WATER USAGE		$7184.04	107338.50		51938.13
	52 - SEWER			2907.24		969.08
	51 - OVERPAYMENT					
			Subtotal for Account 20065-00 :	110922.54		52907.21
20066-00	02-66	[redacted]	608 MONTGOMERY STREET $200		RESIDENTIAL	
	51 - WATER BASE		Last Pd.	124.80		
	51 - WATER USAGE		7/18/23	1.01		
	52 - SEWER			96.06		26.84
	51 - WATER LATE FEE			22.19		9.37
	52 - SEWER LATE FEE			26.48		10.52
	51 - OVERPAYMENT					
			Subtotal for Account 20066-00 :	270.54		46.73
20071-00	02-71	[redacted]	609 MAIN STREET		RESIDENTIAL	
	51 - WATER BASE		Last pd $250	220.20		95.40
	51 - WATER USAGE		6/13/23			
	52 - SEWER			138.44		69.22
	51 - WATER LATE FEE			12.48		12.48
	52 - SEWER LATE FEE			15.14		15.14
	51 - OVERPAYMENT					
			Subtotal for Account 20071-00 :	386.26		192.24
20077-00	02-77	[redacted]	606 MONTGOMERY STREET		RESIDENTIAL	
	51 - WATER BASE		Last pd $200	124.80		
	51 - WATER USAGE		7/18/23			
	52 - SEWER			85.04		15.82
	51 - WATER LATE FEE			21.10		8.62
	52 - SEWER LATE FEE			25.21		9.76
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20077-00 :	256.15		34.20
20082-00	02-82	[redacted]	110 PLACER STREET		RESIDENTIAL	
	51 - WATER BASE		Last pd $305.87	187.20		62.40
	51 - WATER USAGE		5/10/23	0.94		
	52 - SEWER			103.83		34.61
	51 - WATER LATE FEE		7-DAY	12.48		
	52 - SEWER LATE FEE			12.48		
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20082-00 :	316.93		97.01
20085-00	02-85	[redacted]	106 PLACER STREET		RESIDENTIAL	
	51 - WATER BASE		Adjusted	124.80		
	51 - WATER USAGE			1979.70		882.97
	52 - SEWER		$228.63	103.83		34.61
	51 - WATER LATE FEE			176.60		
	52 - SEWER LATE FEE			176.60		
	51 - OVERPAYMENT					
			Subtotal for Account 20085-00 :	2561.53		917.58

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

PAST DUE 60 OR MORE DAYS — **For target date 08/02/2023** — **11:40:26 - 08/02/2023**

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20088-00	02-88	[redacted]	101 PLACER STREET		RESIDENTIAL	
	51 - WATER BASE		Last pd. $100 7/25/23	312.00		187.20
	51 - WATER USAGE			3.64		3.10
	52 - SEWER			183.02		113.80
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE					
			Subtotal for Account 20088-00 :	498.66		304.10
20107-00	02-107	[redacted]	104 KING ROAD		COMMERCIAL	
	51 - WATER BASE		Last pd. $170.38 6/27/23	151.43		26.63
	51 - WATER USAGE			18.11		8.44
	52 - SEWER			103.83		34.61
	51 - WATER LATE FEE			7.28		0.26
	52 - SEWER LATE FEE			7.38		0.26
	51 - OVERPAYMENT					
			Subtotal for Account 20107-00 :	288.03		70.20
20119-00	02-119	[redacted]	215 MONTGOMERY STREET		RESIDENTIAL	
	51 - WATER BASE	8/9/23 Pd $437.88	Last pd. $413.28 5/23/23	374.40		124.80
	51 - WATER USAGE			42.39		6.62
	52 - SEWER			207.66		69.22
	51 - WATER LATE FEE			26.28		
	52 - SEWER LATE FEE			26.28		
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20119-00 :	677.01		200.64
20123-00	02-123	[redacted]	303 W WALULLA STREET		RESIDENTIAL	
	51 - WATER BASE	8/3/23	Last pd $303.51 5/3/23	187.20		62.40
	51 - WATER USAGE			29.63		24.57
	52 - SEWER			103.83		34.61
	51 - WATER LATE FEE			17.40		
	52 - SEWER LATE FEE			17.40		
	51 - OVERPAYMENT					
			Subtotal for Account 20123-00 :	355.46		121.58
20125-00	02-125	[redacted]	309 W WALULLA STREET		RESIDENTIAL	
	51 - WATER BASE		Last pd $200 6/14/23	312.00		187.20
	51 - WATER USAGE			11.88		7.42
	52 - SEWER			173.05		103.83
	51 - WATER LATE FEE		24-HR	68.72		29.80
	52 - SEWER LATE FEE			124.86		66.64
	51 - OVERPAYMENT					
			Subtotal for Account 20125-00 :	690.51		394.89
20126-00	02-126	[redacted]	316 W WALULLA STREET		RESIDENTIAL	
	51 - WATER BASE		Agreement Last pd. $200 7/11/23	312.00		187.20
	51 - WATER USAGE					
	52 - SEWER			173.05		103.83
	51 - WATER LATE FEE			34.94		34.94
	52 - SEWER LATE FEE			44.30		44.30
	51 - ON/OFF FEE			70.00		70.00
	51 - OVERPAYMENT					
			Subtotal for Account 20126-00 :	634.29		440.27
20142-00	02-142	[redacted]	200 COMMERCIAL STREET		RESIDENTIAL	
	51 - WATER BASE	8/9/23 Pd. $214.37	Last pd $194.02 5/23/23	187.20		62.40
	51 - WATER USAGE			6.62		6.55
	52 - SEWER			103.83		34.61
	51 - WATER LATE FEE			13.80		
	52 - SEWER LATE FEE			13.80		
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20142-00 :	325.25		103.56

Pd in full $342.56 (2x $171.28)

Pd in full

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

PAST DUE 60 OR MORE DAYS — **For target date 08/02/2023** — **11:40:26 - 08/02/2023**

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20164-00	02-164	[redacted]	3901 HIGHWAY 21		COMMERCIAL	
	51 - WATER BASE			518.40		172.80
	51 - WATER USAGE			1.89		1.89
	52 - SEWER			207.66		69.22
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20164-00 :	727.95		243.91
20166-00	02-166	[redacted]	3889 HIGHWAY 21		COMMERCIAL	
	51 - WATER BASE	8/9/23	Last pd. $425.90 5/23/23	280.80		93.60
	51 - WATER USAGE	Pd. $476.15		264.40		64.80
	52 - SEWER			155.76		51.92
	51 - WATER LATE FEE			31.68		
	52 - SEWER LATE FEE			31.68		
	51 - OVERPAYMENT					
			Subtotal for Account 20166-00 :	764.32		210.32
20183-00	02-183	[redacted]	3841 HIGHWAY 21		RESIDENTIAL	
	51 - WATER BASE		Last pd. $125.00 6/13/23	228.38		103.58
	51 - WATER USAGE			71.03		45.37
	52 - SEWER			138.44		69.22
	51 - WATER LATE FEE			22.15		7.25
	52 - SEWER LATE FEE			25.19		8.70
	51 - OVERPAYMENT					
			Subtotal for Account 20183-00 :	485.19		234.12
20193-00	02-193	[redacted]	3865 HIGHWAY 21		COMMERCIAL	
	51 - WATER BASE	8/9/23	Last pd. $685.28 5/23/23	518.40		172.80
	51 - WATER USAGE	Pd. $820.75		143.30		68.40
	52 - SEWER			467.25		155.75
	51 - WATER LATE FEE			48.24		
	52 - SEWER LATE FEE			48.24		
	51 - MISC					
			Subtotal for Account 20193-00 :	1225.43		396.95
20194-00	02-194	[redacted]	3867 HIGHWAY 21		COMMERCIAL	
	51 - WATER BASE	8/9/23	Last pd. $7.57 5/23/23	280.80		93.60
	51 - WATER USAGE	Pd. $396.99		111.38		49.68
	52 - SEWER			155.76		51.92
	51 - WATER LATE FEE			28.66		
	52 - SEWER LATE FEE			28.66		
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20194-00 :	605.26		195.20
20199-00	02-199	[redacted]	98 GOLD ROAD		COMMERCIAL	
	51 - WATER BASE	8/9/23	Last pd. $411.80 5/23/23	374.40		124.80
	51 - WATER USAGE	Pd. $424.21		22.55		
	52 - SEWER			207.66		69.22
	51 - WATER LATE FEE			24.96		
	52 - SEWER LATE FEE			24.96		
	51 - MISC					
			Subtotal for Account 20199-00 :	654.53		194.02
20217-00	02-217	[redacted]	117 PROSPECTOR LANE		RESIDENTIAL	
	51 - WATER BASE		Last pd. $303.51 5/11/23	187.20		62.40
	51 - WATER USAGE			28.76		
	52 - SEWER			103.83		34.61
	51 - WATER LATE FEE			12.48		
	52 - SEWER LATE FEE			12.48		
	51 - NSF FEE		7-DAY			
	51 - OVERPAYMENT					
			Subtotal for Account 20217-00 :	344.75		97.01

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

PAST DUE 60 OR MORE DAYS — For target date 08/02/2023 — 11:40:26 - 08/02/2023

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20241-00	02-241	[redacted]	403 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE		Last Pd. $199.23 1/11/23	312.00		187.20
	51 - WATER USAGE			15.60		5.40
	52 - SEWER			173.24		104.02
	51 - WATER LATE FEE		7-DAY	45.03		6.51
	52 - SEWER LATE FEE			47.63		6.51
	51 - OVERPAYMENT					
			Subtotal for Account 20241-00 :	593.50		309.64
20246-00	02-246	[redacted]	416 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE		Last Pd. $300 5/9/23	187.20		62.40
	51 - WATER USAGE			79.92		37.87
	52 - SEWER			109.65		40.43
	51 - WATER LATE FEE		7-DAY	26.79		6.73
	52 - SEWER LATE FEE			29.47		6.73
	51 - OVERPAYMENT					
			Subtotal for Account 20246-00 :	433.03		154.16
20291-00	02-291	[redacted]	204 LAINEY LANE		RESIDENTIAL	
	51 - WATER BASE			624.00		499.20
	52 - SEWER			346.10		276.88
	51 - WATER LATE FEE			243.36		143.52
	52 - SEWER LATE FEE			346.48		181.62
			Subtotal for Account 20291-00 :	1559.94		1101.22
20293-00	02-293	[redacted]	232 MORES CREEK DRIVE		RESIDENTIAL	
	51 - WATER BASE			624.00		499.20
	52 - SEWER			346.10		276.88
	51 - WATER LATE FEE			243.36		143.52
	52 - SEWER LATE FEE			346.48		181.62
			Subtotal for Account 20293-00 :	1559.94		1101.22
30002-00	03-02	[redacted]	304 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE					
	52 - SEWER			173.05		103.83
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE			519.87		519.87
	51 - OVERPAYMENT					
			Subtotal for Account 30002-00 :	692.92		623.70

Total Balance: 156824.18

Total Past Due: 87056.04