

CITY OF IDAHO CITY

City of Idaho City



REGULAR CITY COUNCIL MEETING

Wednesday, December 22, 2021

6:00 P.M

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

Join Zoom Meeting

<https://us02web.zoom.us/j/86896505833?pwd=cy93MUR5bDJMbDkrR3hWcnpjZ3F5Zz09>

Meeting ID: 868 9650 5833

Passcode: 075882

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: November 10, 2021, and November 24, 2021, and December 8, 2021, and December 15, 2021, **ACTION ITEM**
- B. IDAHO CITY EVENT CHECKLIST: **ACTION ITEM**
- C. BILLS/PAYABLES: December 9, 2021, through December 22, 2021, **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**

1. RESERVING FORGONE AMOUNT FOR FISCAL YEAR 2021/2022

III. ENGINEER'S REPORT

IV. OLD BUSINESS

1. MAILBOXES IN THE IDAHO CITY CITY LIMITS **ACTION ITEM**
2. LOCAL OPTION TAXES **ACTION ITEM**
3. WATER LEAK FORGIVENESS PLOICY **ACTION ITEM**
4. PERSONELL POLICY **ACTION ITEM**

V. NEW BUSINESS

1. ALLOW MAYOR SIGNATURE ON PAY REQUEST NO 13 FOR WIN GRANT S658-00 **ACTION ITEM**
2. 102 COTTONWOOD ASKING FOR VACANCY RATE ON WATER AND SEWER **ACTION ITEM**
3. ALLOW CLERK TO UTILIZE T1 AMERICAN RESCUE PLAN ACT OF 2021 **ACTION ITEM**

VI. ORDINANCES AND RESOLUTIONS

Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements. **ACTION ITEM**

1. RESOLUTION 2021-03 RESERVING FORGONE AMOUNT FOR FISCAL YEAR 2021/2022

VII. COMMITTEE REPORTS

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

VIII. EXECUTIVE SESSION

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

IX. EMPLOYEE UPDATES

- A. PUBLIC WORKS
- B. LAW ENFORCEMENT
- C. CLERK/TREASURER'S OFFICE
 1. BUDGET UPDATE
 2. WATER SEWER ACCOUNT UPDATES
- D. CITY ATTORNEY

X. COUNCIL UPDATES

XI. MAYOR UPDATES

XII. CITIZEN COMMENTS

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. To ensure adequate public notice, Idaho Law provides that any item requiring Council action must be placed on the agenda of an upcoming Council meeting, except for emergency circumstances. Comments related to future public hearings should be held for that public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Persons wishing to speak will have 5 minutes. Comments regarding performance by city employees are inappropriate at this time and should be directed to the mayor, either by subsequent appointment or after tonight's meeting, if time permitting.

ADJOURNMENT

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

Mayor:

Phillip J Canody

Council members:

Tom Secor Jr

Ken Everhart

HD Hillyard

David Martin

Chief of Police:

Mark Otter

Public Works Director:

Tami Claus

Public Works:

Gene Bettys

Dominick Nalley

City Clerk-Treasurer:

Nancy L Ptak

Deputy Clerk:

Sue Robinson

Janitorial:

Dale Rutter

511 Main Street

PO Box 130

Idaho City, ID 83631

(208)392-4584

4cityfolk@gmail.com

idahocityclerk@gmail.com

idahocitypublicworks@gmail.com

CITY OF IDAHO CITY

City of Idaho City



REGULAR CITY COUNCIL MEETING

Wednesday November 10, 2021

6:00 P.M

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

Join Zoom Meeting

<https://us02web.zoom.us/j/83218570194?pwd=eWtSekdYaFpKb0x1MzNjeDNvQzRRdz09>

Meeting ID: 832 1857 0194

Passcode: 852361

MINUTES

CALL MEETING TO ORDER: Secor called the meeting to order at 6:00pm

ROLL CALL: Everhart, Hillyard, Martin and Secor present

PLEDGE OF ALLEGIANCE: Secor 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 October 27, 2021, **ACTION ITEM**

Martin made a motion to approve the minutes dated October 27, 2021, seconded by Everhart. 3 ayes, Hillyard abstained.

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

C. BILLS/PAYABLES: October 28, 2021, through November 10, 2021, **ACTION ITEM**

Everhart made a motion to pay the bills dated October 28, 2021, through November 10, 2021, in the amount of \$5747.60, seconded by Martin. \$ ayes.

II. PUBLIC HEARINGS

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

III. ENGINEER'S REPORT

Mountain Waterworks gave an update on the Reverse Osmosis (RO) System. It has been running a few hours and has had quite a bit of sand, starting to clear up a little bit. Still planning on pumping it out and hopefully it will clear up. Extra filters have been ordered through Tonka, pumping the wells will continue. It will be monitored. They also will be sending over a task order with some misc. and out of scope items that will need to be approved and aware of before getting to far into the project since we are close to the end of funds.

IV. OLD BUSINESS

1. PERSONNEL POLICY UPDATES

Still working on this.

V. NEW BUSINESS

1. WATER LEAK FORGIVENESS PLOICY

Council will come up with some ideas to present to Clerk Ptak and then have the city attorney look it over. Everhart had some ideas based on how they deal with them at Wilderness Ranch, Tami with public works agrees something needs to happen with the notification process. Homeowners should not be turning on and off their meter, trying to prevent damage to the meters.

Council would like to look at different billing types such as tiered.

VI. ORDINANCES AND RESOLUTIONS

Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern

general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements. **ACTION ITEM**

1. SHORT-TERM RECREATIONAL VEHICLE USE ORDINANCE NO. 366

Council discussed the draft; this will be tabled until later.

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

Tami Claus with public works gave an update regarding the current work they have been doing.

B. LAW ENFORCEMENT

C. CLERK/TREASURER'S OFFICE

Clerk Ptak is working remotely from Arizona.

D. CITY ATTORNEY

City Attorney Joan Callahan gave an update on working with the issues surrounding the planning and zoning and trying to get everyone on the same page. Much of the RV situation can be done through planning and zoning.

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: 7:28pm

ATTEST:

Date approved:

Nancy L Ptak, City Clerk-Treasurer

Phillip Canody, Mayor

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Mayor:

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Council members:

Tom Secor Jr

Ken Everhart

HD Hillyard

David Martin

Chief of Police:

Mark Otter

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Tami Claus

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(208)392-4584

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idahocitypublicworks@gmail.com

CITY OF IDAHO CITY



REGULAR CITY COUNCIL MEETING

Wednesday November 24, 2021

6:00 P.M

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

Join Zoom Meeting

<https://us02web.zoom.us/j/82210769559?pwd=bXh6VIN0eDdrQkx0dmU0Znk0ZXRxQT09>

Meeting ID: 822 1076 9559

Passcode: 056306

MINUTES

CALL MEETING TO ORDER: Mayor Canody called the meeting to order at 6:00

ROLL CALL: Secor, Hillyard and Martin present. Everhart absent.

PLEDGE OF ALLEGIANCE: Mayor Canody 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: NOVEMBER 10, 2021~~ **ACTION ITEM**

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

C. BILLS/PAYABLES: NOVEMBER 11, 2021, THROUGH NOVEMBER 24, 2021, **ACTION ITEM**

Secor made a motion to pay the bills dated November 11, 2021, through November 24, 2021 in the amount of \$47,619.81, seconded by Hillyard.

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

Engineers informed clerk Ptak that there have been some delays with the RO plant, but the sand has finally lessened.

IV. OLD BUSINESS

V. NEW BUSINESS

1. ALLOW MAYOR SIGNATURE ON PAY REQUEST NO 12 FOR WIIN GRANT S658-00

ACTION ITEM

Secor made a motion to allow the mayor to sign the pay request #12 on the WIIN grant S658-00, seconded by Martin. 3 ayes

2. ALLOW MAYOR SIGNATURE ON PARTIAL PAY REQUEST ON DW1104 **ACTION ITEM**

Secor made a motion to allow the mayor to sign the pay request for DW1104, seconded by Hillyard. 3 ayes.

VI. ORDINANCES AND RESOLUTIONS

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VII. COMMITTEE REPORTS

A. PARKS & RECREATION COMMISSION

B. HISTORIC PRESERVATION COMMISSION

C. PLANNING & ZONING COMMISSION

D. IDAHO CITY CHAMBER OF COMMERCE

VIII. EXECUTIVE SESSION

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

IX. EMPLOYEE UPDATES

A. PUBLIC WORKS

Sewer plant computer has been fried and some other issues with water plant from the power outages. All has been fixed with computer programming techs. They have filled the large pothole over by the airport entrance. County donated the material and city spread it out.

B. LAW ENFORCEMENT

Chief Otter has been busy and had Archuleta on full time now. Still trying to get the BANCORP agreement finished up, just waiting for them to sign paperwork.

C. CLERK/TREASURER'S OFFICE

Clerk Ptak is trying to get caught up from the last few weeks.

D. CITY ATTORNEY

Attorney Joan Callahan is working with the law student on the local option tax.

X. COUNCIL UPDATES

Happy thanksgiving from Hillyard.

XI. MAYOR UPDATES

Mayor Canody updated on the Elk Creek beaver removal situation, they removed 13 from the area and took out the dams. The creek is running well.

XII. CITIZEN COMMENTS

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Gary Secor would like the city know that he plans on asking for a volunteer annexation within the next few months, just wanted them to be aware.

ADJOURNMENT

ATTEST: 6:25pm.

Date approved:

Nancy L Ptak, City Clerk-Treasurer

Phillip Canody, Mayor

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CITY OF IDAHO CITY



REGULAR CITY COUNCIL MEETING

Wednesday December 8, 2021

6:00 P.M

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

Join Zoom Meeting

<https://us02web.zoom.us/j/84598535139?pwd=emxpaHgrRTNqVDMzSTlkaHFzc0phUT09>

Meeting ID: 845 9853 5139

Passcode: 549420

Minutes

CALL MEETING TO ORDER: Mayor Canody called the meeting to order at 6:00pm

ROLL CALL: Hillyard, Everhart and Martin present. Secor absent.

PLEDGE OF ALLEGIANCE: Mayor Canody 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: November 10, 2021, and November 24, 2021, ACTION ITEM~~

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

C. BILLS/PAYABLES: November 25, 2021, through December 8, 2021, **ACTION ITEM**

Everhart made a motion to pay the bills dated November 25, 2021, through December 8, 2021 in the amount of \$, seconded by Martin. 3 ayes.

II. PUBLIC HEARINGS

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

III. ENGINEER'S REPORT

IV. OLD BUSINESS

1. WATER LEAK FORGIVENESS POLICY- **ACTION ITEM**
2. MAILBOXES IN THE IDAHO CITY CITY LIMITS- **ACTION ITEM**
3. LOCAL OPTION TAXES- **ACTION ITEM**

All three items above were discussed and would like to have tabled until more information is available.

V. NEW BUSINESS

VI. ORDINANCES AND RESOLUTIONS

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1. SHORT-TERM RECREATIONAL VEHICLE USE ORDINANCE NO. 366

Council has looked at the nuisance ordinance and thinks maybe it could be looked further into and cleaned up a bit. Many other cities are having the same issues and are trying to find diplomatic ways of handling the issue. Hillyard would like to investigate this more and give the attorney some ideas, this will be tabled for the next meeting. All council members that has ideas will submit to Clerk Ptak and she will pass them along to city attorney.

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

Senior center had some sewer line repairs, Tami caught someone turning on and off the water at the meter, Ro system is still getting worked on.

B. LAW ENFORCEMENT

Chief Otter has been working on vehicles and just got back from training. He and Archuleta are certified hostage negotiation. A lot of training in 5 days.

C. CLERK/TREASURER'S OFFICE

Not at this time

D. CITY ATTORNEY

Not at this time.

IX. COUNCIL UPDATES

After various discussions, council would like to revisit all agreements with entities and make sure they are all in written form and only with a few years so the next council will know what is leased or has an agreement with the city. Visitors Center parking lot is the biggest issue as of right now. Senior Center is another lease that should get revisited so all council terms will have an idea on what is going on with all the various properties.

X. MAYOR UPDATES

XI. CITIZEN COMMENTS

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ADJOURNMENT: 7:27pm

ATTEST:

Date approved:

Nancy L Ptak, City Clerk-Treasurer

Phillip Canody, Mayor

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CITY OF IDAHO CITY



SPECIAL CITY COUNCIL MEETING

Wednesday December 15, 2021

6:00pm

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

Join Zoom Meeting

<https://us02web.zoom.us/j/86087002537?pwd=eWV4RXpkMHFjZFNNUGcvSkxsVWxzUT09>

Meeting ID: 860 8700 2537

Passcode: 808944

MINUTES

CALL MEETING TO ORDER: Mayor Canody called the meeting to order at 6:00pm.

ROLL CALL: Everhart, Hillyard and Martin present. Secor absent.

PLEDGE OF ALLEGIANCE: Mayor Canody led the pledge of allegiance.

I. NEW BUSINESS

1. IDAHO CITY EVENT CHECKLIST – CHRISTMAS TREE LIGHTING- SARAH NELSON *Action Item*

Hillyard made a motion to approve the Idaho City Event Checklist for the Christmas Tree Lighting presented by Sarah Nelson, seconded by Martin. 3 Ayes.

The council wanted to thank her for providing the checklist so quickly. She was unaware it was needed after talking with Doug Pottinger. Council explained that this is a city property, and it is considered an event when advertised. Mr. Pottinger does not have the authority over the city to approve these types of events.

The city also received a note from Ida, from the visitor's center, who also got permission from Mr. Pottinger regarding parking a tractor on the city park lawn in front of his store. She apologized and realized in retrospect she probably should have talked with the city, not Mr. Pottinger. She will have it removed after the first of the year if the city is agreeable. It has been decorated for Christmas. That was acceptable to the city.

The council once again would like to revisit the agreement with Season's Restaurant regarding the city owned parking lot behind the visitor's center.

ADJOURNMENT: 6:10pm

ATTEST:

Date approved:

Nancy L Ptak, City Clerk-Treasurer

Phillip Canody, Mayor

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NOTICE OF PUBLIC HEARING AND INTENT TO RESERVE \$1,021 OF FORGONE AMOUNT – IDAHO CITY

A public hearing notice is hereby given that the city council of Idaho city, Idaho will hold their public hearing on December 22, 2021, at city hall at 6pm, in consideration of the adoption of a resolution to reserve \$1,021 of forgone amount, for use in the FY2022 budget, at which time any taxpayer may appear and be heard upon any part of said resolution.

Published in the *Idaho World* December 18, 2021.

IDAHO CITY, CITY LIMITS MAILBOX POLICY

The City does NOT allow NEW mailboxes to be installed within City maintained public rights-of way (ROW), because it is impractical for property owners to keep mailboxes clear of snow during the winter plow season when City plow operations are occurring 24/7. Mailboxes inevitably get damaged by snow plowing activities (either by the City or private contractors). These issues result in the USPS being unable to deliver mail in a timely, consistent manner.

Exceptions:

1. If a property owner/mail customer can install the mailbox in:
 - a. an area inside the owner's property (not in the City ROW) without obstructing any City ROW, easements or maintenance activities, and
 - b. does not require the delivery vehicle to access the mailbox via the roadside of a City Street, and
 - c. gets approval from the USPS IDAHO CITY Postmaster confirming that they will deliver to this mailbox located on private property, then that is acceptable.

(Example: condominium HOA installs a group mailbox within the complex's parking lot or private driveway)
2. Existing mailboxes located and accessed by USPS delivery vehicles on City streets and ROWs are allowed, provided they do not create a snow plowing or safety issue. If the location of an existing mailbox is deemed to be a safety issue or creates an undue burden on the City's snow plowing activities, that existing mailbox may be required to be removed from the City's ROW.
3. A new mailbox that is proposed to be co-located on an already existing mailbox post that is recognized by the Public Works Department.
4. Requests for mailboxes to be located on Private streets or public streets that are outside the City limits need to be approved by the HOA or other entity (i.e., Boise County) that has management control over the street in addition to the USPS IDAHO CITY Postmaster.

Any citizen who would like to inquire about an existing mailbox located on City streets/ROWs within Idaho City City limits is encouraged to contact:

Public Works Director

Tami Claus

(208)392-4584

idahocitypublicworks@gmail.com

USPS Idaho City Postmaster

Michelle Audette

(208)392-4512

michelle.y.audette@usps.gov

OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR GRANT PROGRAMS		STATE OF IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY			
		1. TYPE OF REQUEST Final Partial			
2. GRANT IDENTIFYING NUMBER WIIN Grant S658-00		3. PARTIAL PAYMENT REQUEST NO. 13			
4. PERIOD COVERED BY THIS REQUEST FROM: October 23, 2021 TO: November 19, 2021					
5. RECIPIENT ORGANIZATION City of Idaho City PO Box 130 Idaho City ID 83631			6. PAYEE (If different than item no. 5) Name: Address:		
STATUS OF FUNDS					
7. CLASSIFICATION	Eligible Cost	Previous Periods	This Period	Total	Comments
a. Engineering	\$53,720.00	\$54,300	\$1,143.35	\$55,444	MWW#6033
b. RPR	\$4,132.00	\$3,945	\$0.00	\$3,945	
c. Additional Services	\$43,388.00	\$21,086	\$0.00	\$21,086	
d. Construction	\$198,760.00	\$219,525	\$0.00	\$219,525	
e. Total	\$300,000.00	\$298,857	\$1,143.35	\$300,000.00	
f. Amount requested for reimbursement				\$1,143.35	
g. Percentage of physical completion				99%	
8. CERTIFICATION					
I certify that to the best of my knowledge and belief, the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the state share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the award.	a. Recipient	SIGNATURE OF CERTIFYING OFFICIAL			
					DATE
	b. Consultant certifying to line 7h.	SIGNATURE OF CERTIFYING CONSULTANT			
		NAME, TITLE & TELEPHONE NO. Ed Stowe, P.E. Project Manager 208-780-3990			DATE: 12/17/2021
_____		_____			
DEQ PROJECT OFFICER		DATE			



Mountain Waterworks, Inc.

PO Box 9906
 Boise, ID 83707
 Tel: 208-780-3990 Fax: 208-780-3980
 Email: office@mountainwtr.com
 Website: www.mountainwtr.com

Invoice

City of Idaho City
 PO Box 130
 Idaho City, ID 83631

Invoice Date: Nov 30, 2021
Invoice Num: 6033
Billing Through: Nov 19, 2021

2020 Drinking Water Improvements Project (234.0030:) - Managed by (estowe)

Additional Services (234.0030:TASK 03)

Professional Services:

<u>Activity</u>	<u>Classification</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
O&M Manual				
▶	Project Manager	2.25	\$135.00	\$303.75
▶	Staff Engineer 1	5.75	\$90.00	\$517.50
▶	Project Administrator	0.25	\$75.00	\$18.75
Subtotal:				\$840.00
Subconsultant-General				
▶	Control Engineers	1.00		\$313.50
Subtotal:				\$313.50
Retainer/Discount:				(\$10.15)
Total 234.0030:TASK 03 Amount Due:				\$1,143.35
Total Amount Due This Invoice:				\$1,143.35

This invoice is due on 12/30/2021

ACCOUNT SUMMARY

Contract Amount	Paid To Date	Previous Unpaid Amount
\$97,500.00	\$77,584.15	\$1,747.50

OUTSTANDING		
0-30 Days	31-60 Days	61+ Days
\$2,890.85	\$0.00	\$0.00



Control Engineers
 1095 S. Federal Way
 Boise, ID 83705

Payments may be sent electronically via ACH credit to:
 Bank Routing # (ABA) - 021052053
 UPIC Account # - 64228626
 Please ensure invoice number is included with payment in the addenda
 record fields of either the CCD+ or CTX standard ACH formats.

234.0030 .03

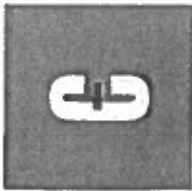
Mountain Waterworks, Inc
 P.O. Box 9906
 Boise, ID 83707

Invoice w/ 10% MU
 Ed Stowe

Invoice

Date	Invoice #
11/5/2021	28174
Billing Period	
Through 10/3/21	

PURCHASE ORDER NO.		TERMS	DUE DATE	PROJECT	
		Net 30	12/5/2021	0228-20-03 Idaho City RO Skid	
Customer Project Number		P.O. Authorized Amount		P. O. Amount Billed to Date	
		\$14,633.00		\$8,061.65	
		P. O. Balance		\$6,571.35	
Item	Qty (Hrs)	Description		Rate	Amount
E-1	1.5	Engineer-I		135.00	202.50
PM-1	0.5	Project Manager-I		165.00	82.50
Thank you for choosing Control Engineers				Total	\$285.00
				Balance Due	\$285.00



Control Engineers, PA

Monthly Time Detail Report

for weeks ending: Sep 06, 2021 through: Oct 03, 2021

Mountain Waterworks LLC

Idaho City RO Skid

CE Project No: 0228-20-03

Week Ending: 9/19/2021

		09/13	09/14	09/15	09/16	09/17	09/18	09/19		
Name	Task Code	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Week Tot	
Andrew Kinsey	090 Meetings / Conf Calls	0.5	1	0	0	0	0	0	1.5	
Chris Cocozzo	080 Project Coordination	0.5	0	0	0	0	0	0	0.5	
Report Total										2

ACU



Project Progress Report November 2021

Idaho City

2020 WINN Grant Funded Water improvements Project Small and Disadvantaged Communities Grant Project No. 234.0030

GENERAL

The following work was performed in November 2021:

- **Construction:**
 - The City continued to develop the well to reduce sand production with assistance from Mountain Waterworks. Sand production has declined to about 0.5 parts per million, which is a significant improvement from the production at startup. This equates to about 8 tablespoons of sand over an 8-hour pumping period.
 - It is possible that a majority of the sand production is occurring in the period immediately following pump startup. City staff is conducting tests during the second week of December to confirm the production rate at 5-minute intervals over the first hour of pumping. Programming modifications to allow initial pump to waste will be considered based on this data. In addition, regular draining of the pre-filter cartridge housing may minimize the impact of sand production on pre-filter cartridge life.
 - New pre-filter cartridges have been ordered through Kurita America and should arrive mid-December. Full startup will be rescheduled after the pre-filter cartridges are delivered to the city.
 - Mountain Waterworks has begun development of the modifications to the City's Drinking Water System Operation and Maintenance Manual to cover operation of the new source of supply.

- **Schedule:**
 - Startup will be confirmed with Kurita following delivery of the pre-filter cartridges.

DISADVANTAGED BUSINESS ENTERPRISE (DBE)

In accordance with the subaward agreement, Section VII. b. Reporting Requirements, an annual disadvantaged business enterprises (DBE) report shall be submitted to IDEQ for review. To date, neither minority owned enterprise (MBE) and/or woman owned enterprise (WBE) has provided services on these water improvements projects.

PROJECT BUDGET

In accordance with the subaward agreement, Section V. Project Budget, a not to exceed budget of \$300,000 is established for the water improvements projects. The attached Engineering Budget Summary details the total engineering budget, total forecast, billed to date, remaining budget, and percent completed.

OUT OF SCOPE WORK

Mountain Waterworks has incurred additional time associated with the unforeseen conditions related to the well sand production problem, including onsite well development time, data collection, development of sand treatment alternatives, and obtaining vendor pricing and data for sand treatment equipment. While we have not included this work on this invoice for reimbursement, we anticipate this work may be included under a separate task order in the future.

Engineering Contract Scope Amendment:

- Mountain Waterworks has included a task order covering the additional work related to well development and sand production for City review.

PAYMENT AND REIMBURSEMENT SUMMARY

In accordance with the subaward agreement, Section VI. Billing Procedures, source documentation and payment request are attached using the Outlay Reimbursement Form. This reimbursement request consists of one invoice from Mountain Waterworks, Inc.

City of Idaho City
Drinking Water Improvements Project
Engineering Budget Summary as of 1/30/2021

Description	Total Budget	Total Budget w/ Amendments	Total Forecast	MWW Billed to Date	MWW Remaining	Total Remaining	Percent Complete
Task 01: Study and Report	\$5,000	\$3,048	\$3,048	\$3,048	\$1	\$1	100%
Task 02: Preliminary Design	\$15,000	\$18,737	\$18,737	\$18,737	\$0	\$0	100%
Task 03: Final Design	\$30,000	\$21,946	\$21,946	\$21,946	\$0	\$0	100%
Task 04: Bidding and Negotiation	\$5,000	\$4,181	\$4,181	\$2,663	\$1,518	\$1,518	64%
Task 05: Construction	\$5,000	\$5,000	\$8,000	\$9,273	-\$1,273	-\$1,273	116%
Task 06: Post Construction	\$5,000	\$5,000	\$5,000	\$2,738	\$2,263	\$2,263	55%
Basic Services Subtotal	\$65,000	\$57,912	\$60,912	\$8,404	\$2,508	\$2,508	101%
Task 07: RPR Services	\$5,000	\$5,000	\$5,000	\$4,980	\$20	\$20.00	100%
O&M Manual	\$2,500	\$2,500	\$2,500	\$686	\$1,814	\$1,814	27%
Record Drawings	\$5,000	\$5,000	\$5,000	\$0	\$5,000	\$5,000	0%
Programming and Integration	\$15,000	\$15,000	\$15,000	\$8,996	\$6,004	\$6,004	60%
Test Pumping and Analysis	\$5,000	\$5,000	\$5,000	\$7,265	-\$2,265	-\$2,265	145%
Additional Services Subtotal	\$27,500	\$27,500	\$27,500	\$16,947	\$10,553	\$10,553	62%
Grand Totals	\$97,500	\$90,412	\$93,412	\$80,331	\$13,081	\$13,081	86.0%



Total Project Tracking

Owner	City of Idaho City	Through	11/30/2021		
Engineer	Drinking Water Improvements	By	EJS		
Location	Idaho City, Idaho				

Item No.	Project Description	Budget Total	Forecast Total	Amount Allocated to Date	Amount Remaining
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Construction

Reverse Osmosis Plant Project					
-					
1	Cascade Enterprises Contract	\$ 210,000	\$ 210,000	\$ 199,025	\$ 10,975
2	Purchase of New Membranes	\$ 20,500	\$ 20,500	\$ 20,500	\$ -
3	Tonka Startup	\$ 24,300	\$ 24,300	\$ 13,620	\$ 10,680
4	Tonka Programming	\$ 3,900	\$ 3,900	\$ 3,900	\$ -

SUMMARY

GENERAL CONSTRUCTION SUBTOTAL		\$ 258,700	\$ 258,700	\$ 237,045	\$ 21,655
9	Administrative, Omissions and Contingency	\$ 7,275	\$ 7,275	\$ -	\$ 7,275
GENERAL CONSTRUCTION TOTAL WITH CONTINGENCY		\$ 265,975	\$ 265,975	\$ 237,045	\$ 28,930
10	Engineering Basic Services	\$ 65,000	\$ 65,000	\$ 58,404	\$ 6,596
11	Engineering Additional Services	\$ 27,500	\$ 27,500	\$ 16,947	\$ 10,553
12	Construction Inspection/Resident Project Representative	\$ 5,000	\$ 5,000	\$ 4,980	\$ 20
ENGINEERING & INSPECTION SUBTOTAL		\$ 97,500	\$ 97,500	\$ 80,331	\$ 17,169
TOTAL ESTIMATED PROJECT COST		\$ 363,475	\$ 363,475	\$ 317,376	\$ 46,099
Percentage Complete, out of total funding package		87.3%			
Construction Percent Contingency		2.8%			



Nancy L Ptak <idahocityclerk@gmail.com>

102 Cottonwood - Special Accommodation Water Request

tim.hurlbut@gmail.com [REDACTED]
To: Nancy L Ptak <idahocityclerk@gmail.com>
Cc: [REDACTED]

Thu, Dec 16, 2021 at 12:43 PM

Hey Nancy,

Thanks so much for taking my call earlier today.

So per our conversation – Yes – I’m making a formal request please for a special accommodation/vacancy rate on our water bill.

As you know there is zero water usage at the property and I’ll put the timeline here of our basic thought process.

The main building won’t need water until probably around March, and the tiny homes won’t need water until around June 1st.

So our water needs are completely minimal until June and if we did put water in the main house by March that would also be of absolute minimal usage.

Anything the city council is willing to do on this matter would be of great service to us as we haven’t used any water since September or whenever it is that you shut it off but we’ve been paying as though we are for multiple meters.

Sincerely and graciously appreciate any help.

Tim Hurlbut and Lynn Wong

Amended RESOLUTION NO. 2021-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IDAHO CITY, IDAHO, RESERVING THE FORGONE AMOUNT FOR FISCAL YEAR 2021 FOR POTENTIAL USE IN SUBSEQUENT YEARS AS DESCRIBED IN IDAHO CODE §63-802, et al.

WHEREAS, Idaho Code §50-235 empowers the city council of each city to levy taxes for general revenue purposes; and,

WHEREAS, Idaho Code §50-1002 requires the city council of each city in the State of Idaho to pass a budget, referred to as an annual appropriation ordinance; and,

WHEREAS, Idaho Code §63-802 sets limitations on all taxing district budget requests on the amount of property tax revenues that can be used to fund programs and services; and,

WHEREAS, Idaho Code §63-802(1)(a) allows each taxing entity to increase property tax budget amounts by a maximum of 3%, plus an amount calculated based on the value of both new construction and annexation added during the previous calendar year, plus an amount for forgone taxes; and,

WHEREAS, Idaho Code §63-802(1)(f) requires that the City adopt an annual resolution to reserve additional forgone amount in order to utilize that amount in subsequent years; and,

WHEREAS, the City has met the notice and hearing requirements in Idaho Code §63-802(1)(f) to reserve the current year's increase in the forgone amount; and,

WHEREAS, the City intends to reserve \$1,021 of its current year's increase in allowable forgone amount.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF IDAHO CITY, IDAHO, that \$1,021 of the current year's allowable increase in its forgone amount is reserved and included in the City's total forgone balance for potential use in subsequent years.

PASSED by the IDAHO CITY CITY COUNCIL on the 22nd day of December 2021.

MAYOR

ATTEST:

CITY CLERK