



City Council Regular Meeting & Public Hearing Agenda

Monday, November 27, 2023 at 6:00 PM
City Council Chambers, 401 Virginia Street, New Meadows, ID 83654

PUBLIC NOTICE: THIS MEETING IS RECORDED AND PLACED IN AN ONLINE FORMAT. PERSONS MAY BE ABLE TO EITHER VIEW OR LISTEN TO VIDEO / AUDIO OF THIS MEETING UNTIL WHICH TIME THE RECORDING IS DESTROYED UNDER THE CITY'S RECORD RETENTION POLICY.

PARTICIPATE VIA ZOOM

Direct Link: <https://us06web.zoom.us/j/83852184976?pwd=Y5dO7cHEm1eZulq1rRmMSDKagCkZdG.1>

Call in: 253-205-8782

Meeting ID: 838 5218 4976

Password: 864233

Field Trip: Booster Station & Tank 6:00pm

ROLL CALL / PLEDGE OF ALLEGIANCE

PUBLIC INPUT

(The Public is invited to speak to any item NOT already on the agenda. Items regarding Personnel or Elected Officials should be discussed with the Mayor. The Mayor or Presiding Officer may limit the amount of time). The public may be called upon to speak on any item on the agenda.

REPORTS

1. Mayor's Report

TRAINING

2. Annexation Process

DISCUSSION ITEMS

3. Annexation

PUBLIC HEARING

4. Public Hearing- 3640 South End Rd.- Conditional Use Permit

ACTION ITEMS

5. Conditional Use Permit- 3640 South End Road
6. Building Services Agreement FY23/24
7. Law Enforcement Agreement FY23/24
8. City Hall Closed Dates Dec 25, 26 & Jan 1
9. No second City Council Meeting in December
10. Displacement RV Permit- Edwards
11. Billing Policy

CONSENT AGENDA

12. October 2023 Financials
13. Paid & Pending Claims
14. October 23, 2023 & November 13, 2023 Meeting Minutes

FUTURE MEETING TOPICS

ADJOURNMENT

Any person needing special accommodation to participate in the above noticed meeting should contact the City Clerk's Office at, 347-2171, at least 24 hours in advance of the meeting date.

City of New Meadows Mission Statement:

“To provide citizens with a safe and clean community as we develop a vibrant, diverse economy together. Through coordinated and collaborative planning, we will utilize proactive means to provide effective, safe and fiscally responsible municipal programs and services while building and maintaining infrastructure of adequate capacity to accommodate present and future needs. With the overall health of each resident in mind, we will maintain an open and honest government as we plan for the future while preserving, protecting and enhancing our legacy.”

Well, winter has come, but the snow is a little late in arriving. We are still hoping for great weather during the Downtown Christmas Celebration. This year, the Parks and Rec Committee has come up with some great ideas to create an extra special event.

We will be holding our Christmas Decoration contest again this year – one for businesses and one for residences. Brown's Market holds the trophy from last year's competition and I've heard they are working hard to keep it again this year. We will be giving out prizes for the homes that win the contest.

The water project is being finished up with some final details still being worked out. Part of the water project includes reviewing the water rates to make sure they cover the loan payments and operating costs. Tim Farrell, formerly of Mountain Waterworks, is working with Clearwater Financial to create an overview of our options. Several other parts of the water project, including the SCADA upgrades, generator for the Booster Station and security cameras are still in the works.

Our attorney will be presenting a plan for moving forward with the annexation of the property on the east side of town. This will be an important process and we want to be sure the City proceeds correctly. It is also important that the City Council understands the process.

The updated billing policy was distributed over 30 days ago to local residents giving ample time for arrangements to be made to get delinquent accounts caught up. We have updated the payment arrangement form to help residents plan for the full amount they will need to pay each month while they are getting caught up.

The work on the dog pound is almost completed. There is just some electrical work to be finished up and then we can impound dogs and release them to their owner once the fine is paid. This is a much better incentive to keep dogs from running at large.

I would like the City Council to consider not having a City Council meeting on December 26th, due to the holidays. That item is on the agenda for your discussion and vote. The City Hall closures for the holiday season is also up for review and vote.

As we approach a season of joy and celebration, remember this is a difficult time for those who have suffered loss and are grieving. Let's look out for our neighbors and find ways to spread kindness.

Lastly, I am thankful for the great team the City has in place and am very honored to be working with each one of you.

"Wear gratitude like a cloak, and it will feed every corner of your life." Rumi

ANNEXATION

Idaho Code Section 67-6526

Area of impact

- (a) The governing board of each city shall adopt by ordinance a map identifying an area of city impact within the unincorporated area of the county. A separate ordinance providing for application of plans and ordinances for the area of city impact shall be adopted. An area of city impact must be adopted before a city may annex adjacent territory. This separate ordinance shall provide for one of the following:
 - i. Application of the city plan and ordinances adopted under this chapter to the area of city impact.
 - ii. Application of the county plan and ordinances adopted under this chapter to the area of city impact.
 - iii. Application of any mutually agreed upon plan and ordinances adopted under this chapter to the area of city impact.
- (b) If (a) has not been complied with, the city may demand compliance by providing written notice to the county of said demand for compliance. Once a demand has been made, the city shall select its representative within 30 days, and procedures then commence. The county commissioners and 3 elected city officials designated by the mayor and confirmed by the council within 30 days select 3 city residents. These 9 people shall by majority vote recommend to the city and county boards an area of city impact together with plan and ordinance requirements. The recommendation shall be submitted to the governing boards within 180 days after selection of the 3 members.
- (c) If 2 or more cities have overlapping areas of city impact, the cities involved shall negotiation boundary adjustments. If they can't agree, the board of county commissioners recommends adjustments which shall be adopted by ordinance by the cities upon notice and hearing. If a city objects to the recommendation, the county shall conduct an election.
- (d) Areas of city impact remain fixed until both governing boards approve renegotiation. If they can't agree, judicial review occurs.
- (e) Prior to negotiation of areas of city impact, the governing boards shall submit the questions to the planning and zoning commission for recommendation. Each commission has a reasonable time fixed by the governing board to make its recommendations.

Annexation

Idaho Code Section 50-222

- (1) Legislative intent. Cities should be able to annex lands which are reasonably necessary to assure the orderly development of cities in order to allow efficient and economically viable provision of tax-supported and fee-supported municipal services, to enable the

orderly development of private lands which benefit from the cost-effective availability of municipal services in urbanizing areas and to equitably allocate the costs of public services in management of development on the urban fringe.

- (2) General authority. Cities have the authority to annex land into a city upon compliance with the procedures required in this section. In any annexation proceeding, all portions of highways lying wholly or partially within an area to be annexed shall be included within the area annexed unless expressly agreed between the annexing city and the governing board of the highway agency providing road maintenance at the time of annexation. The city shall not have the power to declare such land, lots or blocks a part of the city if they will be connected to such city only by a shoestring or strip of land which comprises a railroad or highway right-of-way.
- (3) 3 categories of annexation:
- a. Category A
 - i. All private landowners have consented to annexation. Or
 - ii. Any residential lands of less than 100 privately owned parcels, irrespective of surface area, which are surrounded on all sides by land within a city or which are bounded on all sides by lands within a city and by the boundary of the city's area of impact. Or
 - iii. The lands are those for which owner approval must be given pursuant to subsection (5)(b)(v).
 - iv. Written consent is required only for voluntary Category A annexations. Consent cannot be implied for Category A.
 - b. Category B
 - i. The subject lands contain less than 100 separate private ownerships and platted lots of record and where not all such landowners have consented to annexation. Or
 - ii. The subject lands contain more than 100 separate private ownerships and platted lots of record and where landowners owning more than 50% of the area of the subject private lands have consented to annexation prior to the commencement of the annexation process. Or
 - iii. The lands are the subject of a development moratorium or a water or sewer connection restriction imposed by state or local health or environmental agencies; provide such lands shall not be counted for purposes of determining the number of separate private ownerships and platted lots of record aggregated to determine the appropriate category.
 - c. Category C
 - i. Annexations where the subject land contains more than 1100 separate private ownerships and platted lots of record and where landowners owning more than 50% of the area of the subject private lands have not consented to annexation prior to commencement of the annexation process.
- (4) Evidence of consent to annexation. Consent shall be valid only when evidenced by written instrument consenting to annexation executed by the owner or the owner's authorized agent. Written consent to annex lands must be recorded in the county

recorder's office to be binding upon subsequent purchasers, heirs, or assigns of lands addressed to the consent. Lands need not be contiguous or adjacent to the city limits at the time the landowner consents to annexation for the property to be subject to a valid consent to annex; however, no annexation of lands shall occur, irrespective of consent, until such land becomes contiguous or adjacent to such city.

Exception to consent: 1. Enclaved lands (totally surrounded by territory of other land). 1. Implied consent for area of all lands connected to a water or wastewater collection system operated by the city if the connection was requested in writing by the owner, or the owner's authorized agent, or completed before July 1, 2008.

(5) Annexation procedures

- a. Category A: lands lying contiguous or adjacent to any city may be annexed by the city if the proposed annexation meets the requirement of Category A. Upon determining that Category A requirements are met, a city may initiate the planning and zoning procedures to establish the comprehensive planning policies, when necessary, and zoning classification of the lands to be annexed.
- b. Category B:
 - i. The lands are contiguous or adjacent to the city and lie within the city's area of impact.
 - ii. The land is laid off into lots or blocks containing not more than 5 acres of land each.
 - iii. Preparation and publication of a written annexation plan, appropriate to the scale of the annexation contemplated, which includes, at a minimum, the following elements:
 1. The manner of providing tax-supported municipal services to the lands proposed to be annexed.
 2. The changes in taxation and other costs, using example, which would result if the subject lands were to be annexed.
 3. The means of providing fee-supported municipal services, if any, to the lands proposed to be annexed.
 4. A brief analysis of the potential effects of annexation upon other units of local government which currently provide tax-supported or fee-supported services to the lands proposed to be annexed.
 5. The proposed future land use plan and zoning designation(s), subject to public hearing, for the lands proposed to be annexed.
 - iv. Compliance with the notice and hearing procedures governing a zoning district boundary change on the question of whether the property should be annexed, the zoning designation to be applied therein. Notice must be published at least 28 days before the initial hearing, and 15 days prior to any subsequent hearing. Mailed notice must be provided at least 28 days before the initial hearing, and 15 days prior to any subsequent hearing to 1) property owners within the area proposed for annexation, 2) property owners within 300 feet of the area proposed for annexation, 3) any additional area impacted by the proposal, and 4) to all political

subdivisions, including school districts providing services within the city and the service area affected. Notice also must be made available to newspapers, radio and tv stations for use as a public service announcement. Notice must also be published on the premises for at least a week before the hearing. Published and mailed notices must specify the procedures and deadlines for citizens to submit written testimony. Mailed notices must include a one page summary of the annexation plan and inform citizens where a complete copy of the plan may be obtained free of charge.

Following the hearing, the council may proceed to consider adoption of the annexation ordinance. Certain express findings must be made on the record, including: the proposed annexation meets with requirements of Idaho Code Section 50-222 and does not fall within the exceptions or conditional exceptions contained in that section, the annexation is consistent with the public purposes stated in the annexation plan and the annexation is necessary for the orderly development of the city. The decision of the council is subject to judicial review. The city clerk must file a certified copy of the ordinance with the county auditor, county treasurer, county assessor and the State Tax Commission. The annexation ordinance becomes effective upon publication in the official newspaper.

- c. Category C: Must meet all the requirements for Category B. Also, the city must obtain consent from the owners of a majority of the land area to be annexed. This requires mailed notice to all private landowners in the area to be annexed, not including those who have consented, either by receiving city water or sewer service or by recorded consent to annex.

Separation of Agricultural Land from Cities: Landowners of agricultural lands may petition the district court for detachment of their property from the city.

Summary of Annexation Statute (Idaho Code § 50-222)

This summary omits some details and special exceptions.⁵⁷

The reader should consult the statute in its entirety.

Category A	Category B	Category C
Definition of category:	All landowners provide written consent. OR Enclaved residential property of < 100 parcels. OR Special cases (fairgrounds, etc.).	< 100 parcels regardless of whether landowners consented. OR > 100 parcels and owners of > 50% (based on land) have provided written or implied consent.

AND

Annexed land is subdivided into lots of 5 acres or less, or Owner has begun to sell land in parcels of 5 acres or less.

OR

Annexed land is completely surrounded by the city.

Requirements and procedures applicable to each category:

All annexed land must be contiguous or adjacent to city (regardless of category).

Need not be within area of city impact. Where all landowners consent, must be included in comprehensive plan.

Must be within area of city impact.

May be annexed unilaterally by ordinance.

City must prepare detailed annexation plan

Requires compliance with procedures for zoning district boundary change; publication and mailing to landowners; hearing; express findings.

So long as appropriate findings are made, annexation may proceed over objection of landowners.

After following procedures above, owners are polled again and over 50% must consent.

Judicial Review:

No judicial review (review by declaratory action only) (very deferential).

By IAPA (somewhat deferential).

Documents Needed for Annexation of Lands into City Limits

- Send email to GIS re: maps needed for annexation documents (see example email)
 - Be sure to include image/legal description of property so they can find it

- P&ZC Reasoned Statement
 - Check publication dates prior to PH
- Advice Letter 1 (P&ZC)
- Ordinance to Annex Lands
 - Legal Description of Subject Property
 - Map of Annexed Property
 - Summary of Ordinance
 - Include street address, if any.
- Ordinance to Zone Property
 - Legal Description of Subject Property
 - Summary of Ordinance
 - Include street address, if any.
- Ordinance to amend Area of City Impact (ACI) Map
 - Map of new ACI with annexed property within City Limits
- Resolution for Comprehensive Plan Amendment
 - Exhibit A – Map of amended neighborhood
 - Exhibit A-1 – Map of amended neighborhood with subject property highlighted
 - Exhibit B – Map of Future Land Use Map
 - Exhibit B-1 – Map of Future Land Use Map with subject property highlighted
- City Council Reasoned Statement
- City Council PH
 - Check publication dates

Advice Letter 2 (City Council)

Verifying the property owner who has consented is in fact the property owner (sometimes the property is owned by a company or trust and the consent form does not accurately reflect that)

Checking publication dates for the public hearings associated with the LLUPA-related aspects (amendment to zoning ordinance, amendment to ACI, amendment to comp plan)

Public rights-of-way are included in the legal description of annexed lands (since the property owner might not own those but they will be included along with the annexed property)

After approval and passage of annexation ordinance, that recording has been complete and verification that documents were sent to the necessary parties.

**Reasoned Statement
Design Review / Conditional Use Permit / Variance
Browns Business Park
City File: Brown's Business Park Applications**

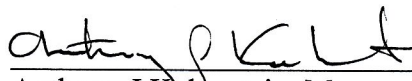
C. Council Decision:

- 1) **Zone Change:** On November 5, 2014 the New Meadows City Council approved the Zone Change from Residential 3 (R3) to Industrial after public notice and hearings before both the New Meadows Planning & Zoning Commission and New Meadows City Council.
- 2) **Conditional Use Permit:** On November 5, 2014 the New Meadows City Council approved the Conditional Use Permit to operate a salvage yard on said property after public notice and hearings before both the New Meadows Planning & Zoning Commission and New Meadows City Council with the following conditions:
 - a. Best Management Practices to be followed as provided by Idaho Department of Environmental Quality;
 - b. A six (6) foot fence that includes a two (2) foot security or barbed wire to surround all four sides of the property;
 - c. The South End Road frontage shall be planted with trees and shrubs with the species of the applicants choosing;
 - d. Water and Sewer Connections to the site when a building is built and the applicant shall pay the connection fees at that time;
 - e. The containment area for fluids shall be located at least three hundred feet (300') from the eastern property line as outlined in the application and three hundred feet (300') from the creek that runs along the southern property line as outlined in the application.

D. Alternatives:

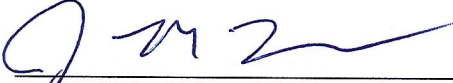
The applicant may request mediation. The applicant or any adversely affected person may appeal this decision to the District Court of the Third Judicial District of the State of Idaho, in and for the County of Adams in the manner and within the time limits provided by law.

Reasoning Statement approved on 10th day of November, 2014.



Anthony J Koberstein, Mayor

Attest:



Jacob "Mac" Qualls, City Clerk



BUILDING OFFICIAL SERVICES
Fiscal Year 2023 / 2024

Item 6.

AGREEMENT made between Adams County and the City of New Meadows, each being a governmental entity of the State of Idaho.

WHEREAS, the City of New Meadows is without a building department official and they desire to obtain the services necessary to process their building permits;

WHEREAS, Adams County currently employs personnel who are certified in providing the necessary building department function;

NOW, THEREFORE, both parties hereby agree to enter into this agreement whereby Adams County will provide the building department services required by the City of New Meadows.

DURATION OF AGREEMENT: This Agreement will be effective October 1, 2023, and will expire September 30, 2024, unless both parties agree to renewal on its anniversary date after proper notification is submitted thirty days prior to its expiration.

DESIGNATION: Any Building Official so employed by Adams County shall be considered designated as the City of New Meadows Building Official.

PURPOSE: Adams County will provide sufficient personnel and equipment to facilitate the duties of a building official for the City of New Meadows. The City of New Meadows will continue to provide all necessary forms for building permit applications as well as its current level of administration and furnish the County with copies of their building ordinances.

PAYMENT: On the first of January, April, July, and October, Adams County will submit quarterly invoices to the City of New Meadows in the amount of 70% of the building permit fees for all processed applications as calculated by the Adams County Building Department. Additionally, 100% of all solid waste fees to be remitted to Adams County as calculated by the Adams County Building Department. A Schedule of Building Permit Fees to be collected will be set by Adams County. Adams County does reserve the right to require additional fees, if necessary, to do special plan reviews that may be required on specific plans. The City of New Meadows reserves the right to set its own additional fees as needed. The city of New Meadows will collect any additional fees plus a 10% administrative fee from the applicant and submit the appropriate amount to Adams County. The City of New Meadows will promptly pay all received invoices under this agreement.

TRACKING: The City of New Meadows will include with its quarterly reimbursement to Adams County a report detailing the date, construction evaluation and fee paid for all building permits issued in that quarter.

MODIFICATION-FINAL AGREEMENT: This Agreement shall be binding on and shall inure to the benefit of the Parties hereto. The Parties further agree that in order for any modification of this Agreement to be effective, it must be in writing and signed by the Parties.

INVALIDITY & SEVERABILITY: If any portion of this Agreement is determined to be invalid or unenforceable as a matter of law, such invalidity or lack of enforcement shall be limited to such portion, and will not affect any other portions or provisions, and which shall be given the fullest effect permitted by law.

In the event that it should ever be determined by a tribunal having appropriate jurisdiction that this Agreement is illegal or unenforceable as a matter of law, this Agreement shall be deemed to be null and void, and both Parties hereto shall be relieved of any further performance under the terms of this Agreement.

LEGAL COUNSEL: It is expressly understood and agreed to by the Parties hereto that they have had the opportunity to have this Agreement reviewed by their own legal counsel and that they have either done so, or have waived the right to do so. The signatures of the Parties' acknowledge their understanding of this provision and they either did have their legal counsel review this Agreement, or knowingly, freely and voluntarily waived their right to do so.

BUILDING OFFICIAL SERVICES
Fiscal Year 2023 / 2024

COMPREHENSION: The Parties hereto further covenant, agree and represent that the terms of this Agreement have been completely read by them and that the terms of this Agreement are fully understood, binding and voluntarily accepted by them.

APPLICABLE LAW: This Agreement shall be construed and interpreted in accordance with the laws of the State of Idaho.

NO ASSIGNMENT: Parties hereto further covenant and agree that neither Party hereto shall have the right to assign or encumber this Agreement, or any part thereof, without prior written consent of the other Party.

ATTORNEY FEES: In the event action is instituted by either Party hereto to enforce the terms set forth in this Agreement, or any part thereof, the prevailing Party in such action shall be entitled to recover such Party's reasonable attorney fees to be fixed, in addition to such Party's costs and disbursements, by the court.

VENUE: The Parties agree that all action or proceedings arising in connection with this agreement shall be tried and litigated in Adams County, Idaho.

ENTIRE AGREEMENT: The Parties hereto further agree and understand that this Agreement contains the entire Agreement between them and there are no other oral or written understandings between the Parties other than those expressed herein.

MUTUAL HOLD HARMLESS: Each party to this agreement agrees to indemnify and hold harmless the other party, its officer, employees, representatives, and agents from, for, and against any and all allegations, claims, liabilities, losses, demands, damages, expenses, suits, actions, proceedings, judgments, and costs of any kind whatsoever, whether actual or merely alleged and whether directly incurred or from a third party or claim sustained by any person or property caused by the party or its employees while performing under this Agreement.

Each party shall notify the other party of the assertion of any claim and provide reasonable assistance (at the expense of the City of New Meadows) in connection with the defense and be entitled to pre-approve any settlement and be entitled to, in the exercise of reasonable discretion, preapprove legal counsel selected by the City of New Meadows.

ADAMS COUNTY


Commission Chair

11-13-2023
Date of signature

ATTEST:


Sherry Ward, County Clerk

CITY OF NEW MEADOWS

Julie Good, Mayor

Date of signature

ATTEST:

Kayla Gardner, City Clerk

LAW ENFORCEMENT AGREEMENT AND FINANCIAL PLAN BETWEEN
ADAMS COUNTY, THE ADAMS COUNTY SHERIFF'S OFFICE AND THE CITY
OF NEW MEADOWS, NEW MEADOWS, IDAHO

THIS AGREEMENT is made and entered into this ____day of _____ 2023, by and between Adams County and the Adams County Sheriff's Office, hereinafter referred to as the "County" and the City of New Meadows, hereinafter referred to as the "City".

WITNESSETH;

WHEREAS, the City is desirous of entering into a contract with the County for the performance of the hereinafter described additional law enforcement services within the corporate limits of said City, and

WHEREAS, the County is agreeable to rendering such additional services on the terms and conditions hereinafter set forth, and

WHEREAS, such contracts are authorized and provided for by the provisions of Idaho Code, Sections 31-604, 50-301, 67-2328 and 67-2332;

NOW THEREFORE, the FINANCIAL PLAN, pursuant to the terms of the aforesaid statutes, is agreed upon as follows:

- 1) That the City, by way of the City Council, agrees to reimburse the County for law enforcement services provided over and above the standard level of law enforcement services provided to all County residents. The City further agrees to reimburse the County at the following rate:
 - a) An annual reimbursement of Thirty-Three Thousand Six Hundred Sixty Dollars (\$33,660), to be made in quarterly payments of Eight Thousand Four Hundred and Fifteen Dollars (\$8,415) **upon receipt of the quarterly activity report**, beginning October 1, 2023 and ending September 30, 2024.
- 2) That the City and the County mutually use item 1-A as the FINANCIAL PLAN.

NOW THEREFORE, THE LAW ENFORCEMENT AGREEMENT, pursuant to the aforesaid statutes, is agreed upon as follows:

- 3) That the County shall employ, furnish and supply all necessary personnel, their supervision, records, jail and communication facilities, uniforms, vehicles and maintenance and operational expenses necessary to maintain the level of service to be rendered herein. The County, by way of the Sheriff, agrees to furnish Deputies to supervise and provide law enforcement services within the corporate limits of the City and the surrounding area to the extent and the manner hereinafter set forth;
 - a) Except as otherwise provided for, the standard level of service granted shall be the same basic level of service provided to the unincorporated areas of the County.
 - b) The Adams County property tax levy rate on properties located within the City limits of New Meadows shall fund the standard 24-hour level of law enforcement services provided to all residents of the county.

- 4) The Financial Plan of Article 1, A, provides for additional funding from the property owners of New Meadows to fund additional law enforcement services. Those additional services shall include:
 - a) Additional routine patrols at times determined by the Sheriff, the Patrol Deputies, the Police Commissioner and / or the City Council
 - b) The presence of an officer / officers during community events
 - c) Enforcement of City ordinances
 - d) Assisting the Animal Control Officer by issuing a citation signed by the Animal Control Officer or other official of the City
 - e) Providing the City a quarterly written report summarizing the activity within the City of New Meadows
 - f) The appearance of the Sheriff or a Deputy to give an oral report on what has been happening in the community on a quarterly basis or when requested by the Mayor and / or City Council.
- 5) The employing and terminating of Deputies, the retention of services, the standard of performance, the discipline and the other matters incident to the performance of such services and the control of personnel so employed, shall remain in and under the exclusive control of the Sheriff.
- 6) All arrests made or citations issued for misdemeanors or infractions that occur within said City shall be deemed "City" arrests and/or citations for purposes of prosecution. All fines and forfeitures resulting there from shall be paid to the City pursuant to Idaho Code Section 19-4705 F.
- 7) That the Sheriff shall have full cooperation and assistance from the City, its officers, agents and employees to facilitate the performance of this agreement.
- 8) That the City shall not be liable for compensation or indemnity to any of the Sheriff's employees for injuries or sickness arising out of their employment, and the County agrees to hold harmless the City against any such claims.
- 9) That the County and its employees shall not be deemed to assume any liability for intentional or neglectful acts of said City or any officer, agent or employee thereof. Conversely, the City and its elected officials and employees shall not be deemed to assume any liability for the intentional misconduct or neglectful acts of the County, the Sheriff, his Deputies, agents or employees. The County agrees to provide liability insurance to cover the acts of County personnel performing services under this agreement and to hold the City harmless from any liability therefore.
- 10) That the City shall defend said Sheriff, his Deputies, agents or employees against and hold them harmless from any claim for damages solely from the enforcement of any duly enacted City Ordinance, provided that the actions of the Sheriff, his Deputies, agents and employees in the enforcement of such City Ordinance do not constitute intentional misconduct.
- 11) That, for the purpose of maintaining cooperation, quality control, and general information on existing complaints and problems in said City, one member of the City Council shall be appointed by said City Council to act as Law Enforcement Commissioner for said City. Said appointed Commissioner shall act as liaison between the Sheriff and the City Council.
- 12) That this agreement shall be effective from October 1, 2021 through September 30, 2022.
- 13) **That for the duration of this fiscal year, the Sheriff's Department shall furnish a deputy at one of the two regular City Council Meetings so the city may inquire as to the operations of the Sheriff's Office and may express the needs of both agencies.**

WATER / SEWER SERVICE BILLING POLICY

The New Meadows City Council desires to have a standard for billing, collection and adjustment practices for Utility Billing of the Water and Sewer Services offered by the city’s systems and resolves the following:

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WATER / SEWER SERVICE BILLING POLICY

1. Applications

- a. **FEDERAL RED FLAG RULES:** The city is required to follow the Federal Red Flag Rules Policy for identification of utility account holders. This policy requires the city to investigate potential situations in which fraud is suspected, detected, reported, and / or noticed. This includes usage of the city's utility system that is deemed to be abnormal. Sufficient Identification to identify the utility customer is required to open any utility account not held by the property owner. New property owners are also required to supply sufficient identification of themselves as the property owner, either through a recorded document or notification by a title company doing business within Adams County.
- b. **OWNER / TENANT AGREEMENTS-APPLICATIONS:** An Owner / Tenant Agreement is required for all accounts. The agreement allows an owner of a property to indicate his or her desire to have the billing sent to a Tenant or 3rd Party. This agreement DOES NOT relinquish the owner's responsibility for the water and / or sewer charges levied against the account / property, instead it only allows an option for a tenant or 3rd Party to receive the billing notices.
- c. **TENANT APPLICATIONS:** A non-property owner must complete a Tenant Application at time of account set-up. This application allows for the city to gather information on the Tenant or 3rd Party for billing purposes.

2. Billing

- a. **BILLING:** Billing occurs as close to the 1st day of each month as possible for all monthly customers. If the 1st falls on a weekend or a holiday, billing may occur within one business day, either before or after the weekend or holiday.
- b. **E-BILLING:** The city offers FREE E-Billing to customers who provide a valid email address. E-Bills are generated during billing and save the city money in postage, printing and handling. All account holders are encouraged to help benefit the system by signing up for E-Billing.
- c. **CONTINUOUS BILLING:** The City of New Meadows requires a consistent revenue source to maintain and operate the Water and Sewer Systems. Those properties with connections in the ground that have been billed monthly, will continue to receive a monthly bill based on their usage and fee schedule.
- d. **EMPLOYEE & ELECTED OFFICIAL RATES:** Employees, elected and appointed officials do not receive a discount or special privilege. Their bills follow the same billing processes and rates as other customers connected to the system.
- e. **WATER / SEWER CONNECTIONS:** All properties within New Meadows are required to have a water and sewer connection. Connection charges for a new connection are assessed on submission of a building permit application and considered 'active' upon occupancy of the property. See – Water & Sewer Ordinances and Building Code Requirements.
- f. **ANNUAL WILL SERVES:** Properties that historically have been approved to have water and / or sewer connections are called "Will Serve Properties". These properties are charged an annual assessment fee. This fee is calculated by the Administrative and Capitalization Fees. These fees include depreciation, debt and fees to help offset some of the capitalization costs associated with maintaining the systems. The Administrative Fee may

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be reduced if the Annual Will Serve Assessment is paid in one lump sum at the first billing cycle. Will Serve fees are charged in the fiscal period of each year.

3. Payment Plan

- a. **PAYMENT PLAN:** Customers who cannot pay their entire balance and have experienced a circumstance out of their control may be eligible to enter an approved payment plan.
- The **payment plan** will require the customer to pay the outstanding balance in full within 90 days while keeping the current bill paid each month. This plan does not stop monthly billing but offers a payment solution that balances the customer's financial obligation for services delivered and the city's requirement to be fiscally responsible.
 - **Payment plans** will be approved of by the Mayor or Clerk. If the customer misses a payment on the payment plan or does not keep the current bill paid and the account becomes 90 days delinquent, the account will be turned off.
 - This **payment plan** agreement will be shared with the property owner if the customer is a tenant, and the property owner must agree in writing to the payment plan. Once the payment plan is completed and the account is paid in full, the customer's account will be given a credit equaling two months of late fees.
 - If a **payment plan** is not completed as promised, the City will file a lien with the Adams County Recorder on the property where the utility service is located equal to the amount outstanding on the account. The account in its entirety may also be deferred to the Adams County Treasurer (see – Tax Assessments) for collection in the same manner as property taxes if the payment plan is not followed.

4. Charges

- a. **CHARGE LINES:** Rates and Fees are set by the City Council from time to time by Resolution, and if required, by public hearing. The following definitions or policies define the Charge Lines printed on the billing cards or e-statements:
- The **'H2O Gallons'** charge line is used to offset variable costs related to the amount of drinking water produced, such as: Regular Maintenance, Wellhead Pump & Booster Station Electrical Costs, Safe Drinking Water Testing, Lead & Copper Reporting, Debt Service and other operational costs.
 - The **'Water Administrative Fee'** charge line is used to offset administrative costs related to producing the bills, such as postage, telephone, technology maintenance etc.
 - The **'Water Capitalization Fee'** charge line is used to offset portions of Water Capital Improvement costs and some Depreciation.

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- The ‘**Sewer Flat Rate**’ charge line is used to offset the total cost to operate the Sewer System, including Treatment & Disinfection, Plant Electrical Costs, Effluent & Residuals Testing, Governmental Reporting, Debt Service and other operational costs.
 - The ‘**Sewer Administrative Fee**’ charge line is used to offset administrative costs related to producing the bills, administrative costs such as postage, telephone, technology maintenance, etc.
 - The ‘**Sewer Capitalization Fee**’ charge line is used to offset portions of Sewer Capital Improvement costs including some Depreciation.
 - The ‘**Water Idle Fee**’ charge line is used for customers who have a connection, but are not having water delivered to their property. This fee is to allow these property owners to participate in the operational costs of the Water System.
 - The ‘**Sewer Idle Fee**’ charge line is used for customers who have a connection, but are not using sewer services on their property. This fee is to allow these property owners to participate in the operational costs of the Sewer System.
 - **Idle, Administrative and Capitalization Fees** are charged to any property owner who has a connection but there is not a serviceable structure on the property or the structure is deemed unlivable. Often empty lots are charged these fees if there was a historic connection to the property.
 - The ‘**Water / Sewer Penalty Fee**’ charge line is used to charge each account in which a balance due remains after the 25th of the month. The Penalty Fee is charged on or about the 26th day of each month and can be waived on a case by case basis.
 - The ‘**Service Call / Miscellaneous**’ charge line is used when a Service Call Fee is charged. A Service Call Fee is charged when: a request is made to turn on or turn off service; a new account is set-up; a meter is turned on or off for non-payment; certain re-reading of meters by hand at the customer’s request; and Special Assessment Charges / Fees that are charged.
 - The ‘**Bad Check Charge**’ is a charge for payments returned as uncollectible.
 - The ‘**Overpayment**’ is a charge line used when a customer has a credit balance. *(This does not include Deposits which do not show up on the bill.)*
- b. BULK CHARGES:** From time to time the city sells ‘Bulk Water’ to customers that have their own bulk tank. The tank must be inspected by City Staff for a Back-Flow Preventer. The charge for the water is computed at the current bulk rate. It is required that the bulk tank be filled only at approved sites by the Certified Water Operator of the city.

5. Customer Responsibilities

- a. BACK-FLOW VALVES:** Back-Flow Valves / Preventers are required for all sprinkler systems, whether for irrigation or fire suppression. Back-Flow Valves are required to be annually inspected by a certified Back-Flow Valve / Preventer Inspector. Inspection reports must be filed with the city annually. Failure to do so may result in disconnection of services to the property.
- b. PARKING:** Customers should not park vehicles or place items over the water meter. This may inhibit reading of the meters effectively.
- c. BILLING:** Customers are encouraged to report any suspected discrepancies on receipt of the utility bill. Any discrepancy found will be investigated following appropriate procedure. The city wishes to make corrections whenever there is an error that is

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reported. However, time is of the essence, as after a period of 12 months', adjustments cannot be made to correct any billing issue.

- d. **CUSTOMER USE:** Customers should only deposit into the sewer system human waste and grey water from bathing, dishwashing or laundry. The use of garbage disposals and high phosphate detergents is discouraged and may harm the city sewer system. Removing a sewer cap to allow storm runoff into the sewer system is not permitted and could be considered illegal.

6. Credit Worthiness & Deposits

- a. **CREDIT WORTHINESS:** There are six 'Credit Worthiness Scores' the city uses for future deposits or for written requests from others requesting credit information:

Good – Paid within terms

Fair – Paid occasionally late (less than 10% of the time account was active)

Bad – Paid while in collections (rarely used)

Poor – Paid late outside of a collection company (city received funds but had hired a collection company) (rarely used)

Poor – Previous Write-Offs / Deferrals

Extremely Poor – Unpaid in Collections or has an Unpaid Deferral amount certified to the Adams County Treasurer

- b. **DEPOSITS:**

- 1) A '**Deposit**' is required for each non-property owner residential account. The deposit is applied to the account after 12 months of an account never being delinquent. The deposit is held in a non-interest bearing account. A new deposit will be required for any account that has been 'turned off' for non-payment.
- 2) A '**Deposit**' is processed through the Cash Receipting System of the city with a hand-written receipt and computer generated receipt. A duplicate receipt, either by photo copy or carbon copy is attached to the Customer Application. The Batch Number and Receipt Number are notated with the amount in the Utility Billing Software so that it can be tracked accordingly.
- 3) **Return of credits / deposits** are issued only after the meter has been read and the current customer has vacated the property. This reading is marked as the final reading in the system and all payments and final charges have been applied. A check will be issued to the customer and sent within 30 days. Deposits can also be returned if the customer requests this in writing and has not been late in the previous 12 months. If the customer has an account, the deposit will be applied to their account as a credit. If no account is held then a check will be issued within 30 days.

7. Best Payment & Payment Application Practices

- a. **PAYMENTS:** Only payments submitted in the following ways can be accepted:
- **Cash** payments at the payment window, followed by a minimum of a written receipt issued, countersigned by the customer and the city employee taking the payment. Customers should NOT deposit cash in the drop box in front of City Hall or mail cash payments.

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- **Check** payments at the payment window, or deposited in the drop box in front of City Hall or mailed to the city.
 - **Credit / Debit Card** Payments at the payment window, or over the telephone. A 3% fee is charged through the city’s third party vendor – ACCESS IDAHO.
 - **Automatic Clearing House (ACH)** is available for certain payers through a direct deposit process. These vendors are typically governmental entities.
- b. ADJUSTMENTS:** From time to time, in the manner of doing good business, adjustments of penalty charges may be reduced or eliminated for good faith reasons. In rare instances, when a billing error has occurred, a penalty adjustment can be made. All adjustments are at the discretion of the staff and the reason is noted when an adjustment is made.
- c. CITY CHARGES:** It is the policy of the city to charge its varying funds for water consumption and sewer charges. The Water and Sewer Utilities are two separate Enterprise Funds that are supported by the tax dollars received by the City of New Meadows.
- d. PENALTY CHARGES:** A penalty charge is assessed on all accounts with greater than a zero balance on or shortly after the 26th day of each month, but not later than the following billing cycle. Penalties are charged to offset administrative fees and promote prompt payment.
- e. RETURNED CHECKS PROCESSING:** Checks and payment items that are returned as uncollectible will be processed in the following manner:
- The notice is date stamped and initialed.
 - The payment is cancelled in the billing / receipting system.
 - A charge fee is assessed against the account.
 - The account is flagged as collecting a non-sufficient instrument
 - If the payment was used to make a payment plan payment, the account will be subject to immediate turn off.
 - The endorser of the check is notified by telephone if possible and in writing by First Class Mail:
 - The utility service is being turned off (if appropriate)
 - The utility account has been charged a ‘Bad Check Fee’
 - The endorser is given not more than 10 days to reclaim the check with cash or certified cashier’s check.
 - If the check is not reclaimed the matter is referred to the Adams County Sheriff’s Office for prosecution.
- g. TRANSFERS:** Customer accounts with a balance who move within the system cannot request their balances be transferred to their new account. Balances on accounts must be paid in full before another account will be opened in the customer’s name.

8. Notices

- a. **OWNER / 3rd PARTY NOTICES:** Late / Disconnect / Billing Notices will only be sent to Owners or 3rd Parties via email. E-Billing Notices can be sent to multiple email addresses at the request of the Owner of the property.

9. Readings

- a. **READINGS:** As much as possible, a new reading will be electronically read each month around the 22nd day. The readings are then uploaded as soon as possible into the Utility

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Billing Software. *(PLEASE NOTE: THE METERS ARE INTELLIGENT AND PRODUCE MUCH INFORMATION BUT ARE ONLY AS INTELLIGENT AS THE SOFTWARE THE CITY UTILIZES)*

- b. **LEAKS:** As soon as the data from the readings are entered into the system, a leak report is generated. From this leak report three leak categories are identified:
- **NO LEAK** – which indicates normal usage.
 - **INTERMITTENT LEAK** – which indicates usage is occurring a majority of the time (more than 50% of any 24-hour period, but less than the full 24-hour period).
 - **CONTINUOUS LEAK** – which indicates usage is occurring 100% of the time in any 24-hour period.

NOTE: Not all leaks show up within the city's system.

10. Leak Notification

- a. **LEAK NOTIFICATION:** When the system determines a leak may be present, a letter is sent to the customer and the property owner (if applicable) indicating;
- reading date;
 - address of the property;
 - type of leak suspected;
 - possible number of days the leak is or has occurred;
 - an estimate of the bill;
 - 12-month reading report.

It is the customer's responsibility to repair the leak as soon as possible. Continuous leak letters are always sent unless the customer/property owner has requested the city not notify them, either because of knowledge of their system or an earlier repair. Intermittent leak letters are sent on a case by case basis to the customer/property owner after staff reviews the customer usage history and determines if;

- the customer/property owner has previously been notified,
- the leak is explainable by a known irrigation system or other mechanical system,
- a leak had been repaired within the reading time and the city has been notified,
- or the leak was very minor in nature.

All major usage with a suspected leak will receive a notice and possibly a telephone call. A copy of the written leak notice is retained as part of the customer / property file and attached to the account when possible. The leak notices will follow the regular retention policy of the city.

11. Service Calls

- a. **SERVICE CALLS:** If a customer has concerns about water readings, a customer may request to have their meter checked by City Staff. City Staff will respond to service call requests as soon as possible, but the nature of the request will be considered. Turning off a service due to a leak on the customer's property will be considered a priority. A Service call charge may be applied to the account for excessive requests to turn-on or off a service or re-reading the meter. Charges may be applied to the account for any call for service after hours, on weekends or on holidays. Routine service calls should be scheduled at least twenty-four hours in advance. Up to a two-hour response time for emergency service calls

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or after hour service calls should be expected, although city staff work hard to reduce that time-

- b. **METER LOCK OFFS:** In rare circumstances, the meter may be padlocked for a specific reason as ordered by city staff. Usually, it is due to tampering with the Water System. Tampering with the Water System is a Federal Crime punishable by imprisonment and fine.

12. Shut-Offs / Disconnects

- a. **PROHIBITED SHUT-OFFS / DISCONNECTIONS:** The city cannot and will not shut-off or disconnect a service to a tenant at the request of the property owner for the purpose of eviction. This is considered illegal under Idaho Code and may be grounds for a Fair-Housing Violation.
- b. **EMERGENCY SHUT-OFFS / DISCONNECTIONS:** When a severe leak is detected in the system of a property, it is at the discretion of the City's Certified Water or Sewer Operator to turn off or disconnect the property at the meter to protect the system(s), the property or other public infrastructure. Efforts will be made to notify the property owner and suggest possible solutions to mitigate the problem. Examples of Emergency Shut-Offs:
- Water or Sewerage pouring out of a structure
 - Water or Sewerage saturating the ground where normally it is not
 - Water or Sewerage flowing out of the ground, near a water meter or water main line
- c. **LATE NOTICES (REMINDERS):** Late Notices are prepared on the Wednesday following the 10th of the month, but not later than the 15th. Late Notices are sent to customers who are more than 30 days late, but not more than 45 days late; including those customers whose water has been disconnected or are receiving charges only for Administrative Fees, Debt, and Capital Improvements. (E-Billing Notices can be sent to multiple email addresses at the request of the Owner of the property.) – See E-Billing
- d. **LATE NOTICES (DISCONNECT):** Disconnect Notices are prepared on the Wednesday following the 10th of the month, but not later than the 15th. Disconnect Notices are sent to customers who are more than 45 days delinquent and have not entered into a Customer Payment Agreement or have not kept their Customer Payment Agreement payments current. (E-Billing Notices can be sent to multiple email addresses at the request of the Owner of the property.) – See E-Billing
- e. **IMMINENT SHUT OFF / DISCONNECT POSTINGS:** A red flyer, printed in both English and Spanish, is posted at the property if the service will be terminated for non-payment. This flyer is posted at least 24-hours prior to the meter being turned off.

13. Special Notices & Reports

- a. **END OF YEAR REPORTS:** Property Owners may request an end of year calendar report for tax purposes. The report may include charges, adjustments, payments, readings and other information, but shall not include Social Security Numbers or other private information.
- b. **INFORMATION SHARING:** To the extent allowed by law, the city shall comply with or without a subpoena with other agencies involved in investigating crimes against persons, property, including victimless crimes as may be determined. Requests of this nature shall

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go through the City Clerk (or designee) and will be verified for legal aspects by the City Attorney.

- c. **NOTICE OF IMPEDING LIEN:** When an account has been delinquent for 60 days, the customer shall receive notice that the account must be brought current within 30 days, or a lien will be placed on the property and recorded with the Adams County Clerk. This applies to outstanding balances on will-serve accounts, as well.
- d. **NOTICE OF LIEN:** If an account remains delinquent for 90 days, a lien will be filed with Adams County Clerk for the full amount due on the account and a copy of the lien shall be sent to the customer.
- e. **DISCLOSURES:** Customer mailing information, payment history and payment types are protected from being disclosed to the public. Public agencies however may inquire and receive information, including tenants, ownership, contact information, legal descriptions, zones, etc. Accounts of Public Officials and Employees of the City of New Meadows are annually audited for discrepancies by the city's auditor.
- f. **TITLE COMPANY PAYOFF QUOTES:** The city wishes to work with all owners of properties as they attempt to list their properties or as new purchasers request information regarding the balances due. It is preferred that a Title Company contact the City Clerk / Treasurer in writing; either by fax, email or USPS, to request information regarding any payoff quote. The city will create a quote for the payoff amount closest to the requested 'closing' date of the property. This includes persons wishing to refinance properties. All potential purchasers and sellers of property are encouraged to contact the City Clerk or designee to determine the potential amounts owed. **THE CITY ENCOURAGES THE USE OF A LOCAL TITLE COMPANY FOR ALL PROPERTY TRANSACTIONS! BALANCES OWED FOLLOW THE PROPERTY!**
- g. **FORECLOSURES & BANK OWNED PROPERTIES:** All properties on the system at the time of foreclosure will continue to be billed a monthly or annual rate depending on the previous owner's billing status. The city will attempt to notify the owner of record and continue to bill the owner of record until which time the owner of record has officially been changed at the Adams County Assessor's Office. All fees and charges apply.

14. Tax Assessments (Special)

DEFERMENTS / SPECIAL ASSESSMENTS: Accounts that carry a balance greater than three months beginning in May of any given year will be noticed for Special Assessment by First Class, Return Receipt Certified Mail. Additionally, a First Class Mailing of said notice will be sent to Third Parties, Tenants and Owners of said property.

- Notice of Special Assessment will include a Transactional Report generated from the billing software dated to the last time the account was at a Zero Balance.
- Notice of Special Assessment is sent to the billing address of the property owner listed on the Adams County Assessor's Uniform Tax Assessment Roll mailing list at the time the Special Assessment is being processed. Notices that are returned unclaimed or unable to forward will not require the city to send any further notice.
- A property owner, together with his or her agent or tenant, may enter into a payment agreement for payment of the delinquency, as approved by the City Clerk

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/ Treasurer. If the payment agreement is kept and followed, no further Special Assessment action will occur.

- Balances on the accounts on the third to the last working day of July will be deferred to the Adams County Treasurer to be collected in the same manner as property taxes. A Special Assessment Fee will be levied against the account and certified to the Adams County Treasurer in the same manner. The fee will be charged under the ‘Miscellaneous’ line of said account.
- A letter to the Adams County Treasurer, with a Notarized Original Signature of the City Clerk will indicate the Name, Mailing Address, Physical Address, Utility Account Number, Lot and Block Number and Legal Description of the property as indicated by the Uniform Tax Assessment Roll of Adams County as provided by the Adams County Assessor at the time of Notice. The amount owed including the charges for water and sewer fees including penalties and processing fees (Special Assessment Fees), is also included in the letter.
- Once the amount is certified to the Adams County Treasurer, the amount is processed through the billing software as ‘deferred’. Any payment specific to the property for the Special Assessment through Adams County is promptly processed through the City’s Utility Billing Software as a deferred account payment. Deferred account payments are processed separately from monthly, routine utility payments.
- Deferred amounts are identified and reported to the city’s Auditor for review during the following year’s annual audit. Deferments may be ‘written off’ after city staff and the auditor agree the amounts cannot be collected.

15. User Classifications

USER CLASSIFICATIONS: The city employs User Classifications to help in financial planning and rate setting. The following classifications are employed:

- Residential – meaning the main purpose is to supply water / sewer services for a residence.
- Commercial – meaning the main purpose is to supply water / sewer services for a commercial or retail enterprise.
- Industrial – meaning the main purpose is to supply water / sewer services for a manufacturing or industrial enterprise.
- Irrigation – meaning the main purpose is to supply water for irrigation of parks or agricultural entities / needs.
- Hydrant – meaning the main purpose is to supply water for fire suppression.

16. Disputes

- a. **WATER METER REPLACEMENT / USAGE DISPUTES:** Customers that question the amount of usage charged on their account should request a re-read within 30 days of the billing. In instances where the customer believes the meter is incorrectly reading the usage, the customer may request in writing the meter be inspected. If during the inspection of the meter by a qualified inspector chosen by the city, the meter is found to be erroneous, the city shall make the appropriate adjustments to the customer account and if appropriate replace the meter at the city’s cost. If the meter is found to be correct and the customer

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still disputes the inspector’s findings, the customer may purchase a new meter at the city’s cost plus time and materials for the replacement parts. The amount will be added to the customer’s utility bill.

- b. BILLING DISPUTES:** Customers are expected to review their bills on receipt for accuracy. See - Customer Responsibilities.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of New Meadows, that the processes outlined above are hereby adopted and in full force after its passage and approval as the Standardized Policy for Water and Sewer Utility Management.

DATED this 10th day of October 2023

City of New Meadows, Adams County, Idaho

Julie Good, Mayor

ATTEST: _____
Kyla Gardner, City Clerk

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
1 GENERAL						
10101 Cash - Umpqua Checking	-4,210.98	0.00	0.00	0.00	8,978.34	-13,189.32
10102 Cash - Idaho First	-378,254.47	59,563.46	0.00	0.00	24,480.95	-343,171.96
10105 Jumbo Money Market	-65,268.72	0.00	0.00	0.00	0.00	-65,268.72
10106 Cash - Public Secured Money	769,303.58	1,549.81	0.00	0.00	0.00	770,853.39
10110 Cash - Local Government	46,254.70	955.42	0.00	0.00	0.00	47,210.12
10111 Daily Safe Float	500.00	0.00	0.00	0.00	0.00	500.00
Total Fund	368,324.11	62,068.69			33,459.29	396,933.51
8 MV ROUNDUP UTILITY ASSISTANCE PROGRAM						
10102 Cash - Idaho First	0.00	41.55	0.00	0.00	41.55	0.00
10103 Cash - MV Roundup	3,181.68	0.00	41.55	0.00	0.00	3,223.23
Total Fund	3,181.68	41.55	41.55		41.55	3,223.23
9 Weiser River Trail Passthrough						
10102 Cash - Idaho First	-1,000.00	0.00	0.00	0.00	0.00	-1,000.00
60 WATER FUND						
10101 Cash - Umpqua Checking	-65,506.97	0.00	0.00	0.00	0.00	-65,506.97
10102 Cash - Idaho First	-390,978.02	762,430.72	0.00	0.00	11,074.43	360,378.27
10105 Jumbo Money Market	29,746.71	0.00	0.00	0.00	0.00	29,746.71
10106 Cash - Public Secured Money	1,459.51	0.00	0.00	0.00	0.00	1,459.51
10110 Cash - Local Government	185,053.42	0.00	0.00	0.00	0.00	185,053.42
Total Fund	-240,225.35	762,430.72			11,074.43	511,130.94
63 INDUSTRIAL PARK FUND						
10101 Cash - Umpqua Checking	-10,717.30	0.00	0.00	0.00	6,631.83	-17,349.13
10102 Cash - Idaho First	-10,320.89	2,571.53	0.00	0.00	0.00	-7,749.36
10110 Cash - Local Government	103,204.90	213.14	0.00	0.00	0.00	103,418.04
Total Fund	82,166.71	2,784.67			6,631.83	78,319.55
65 SEWER FUND						
10101 Cash - Umpqua Checking	-83.33	0.00	0.00	0.00	0.00	-83.33
10102 Cash - Idaho First	148,396.50	23,944.78	374.24	0.00	16,849.11	155,866.41
10105 Jumbo Money Market	35,522.01	0.00	0.00	0.00	0.00	35,522.01
10106 Cash - Public Secured Money	2,808.23	1,242.47	0.00	0.00	0.00	4,050.70
10110 Cash - Local Government	108,639.06	765.96	0.00	0.00	0.00	109,405.02
Total Fund	295,282.47	25,953.21	374.24		16,849.11	304,760.81
71 PAYROLL CLEARING FUND						
10102 Cash - Idaho First	1,914.01	0.00	27,300.42	25,905.56	0.00	3,308.87
73 CLAIMS CLEARING FUND						
10102 Cash - Idaho First	828,519.91	0.00	40,340.00	858,435.14	0.00	10,424.77
Totals	1,338,163.54	853,278.84	68,056.21	884,340.70	68,056.21	1,307,101.68

*** Transfers In and Transfers Out columns should match, with the following exceptions:
 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.

1 GENERAL

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
31000 TAXES					
31010 Taxes-Property	0.00	0.00	170,854.00	170,854.00	0 %
31020 Taxes-Penalty	14.61	14.61	2,500.00	2,485.39	1 %
31030 Taxes-Interest	57.38	57.38	1,000.00	942.62	6 %
31060 Taxes-Personal Property Replacement	731.32	731.32	7,372.00	6,640.68	10 %
Account Group Total:	803.31	803.31	181,726.00	180,922.69	0 %
32000 PERMITS AND LICENSES					
32110 City Liquor	0.00	0.00	2,000.00	2,000.00	0 %
32210 Building Permits	0.00	0.00	15,000.00	15,000.00	0 %
32260 Dog Licenses	0.00	0.00	300.00	300.00	0 %
32400 Review & Solid Waste Fees	0.00	0.00	2,500.00	2,500.00	0 %
32700 P&Z Review / Permit Fees	0.00	0.00	1,000.00	1,000.00	0 %
32750 Airport Commission Reveiw Fees	0.00	0.00	100.00	100.00	0 %
Account Group Total:	0.00	0.00	20,900.00	20,900.00	0 %
33000 STATE SOURCES					
33500 State Revenue Sharing	0.00	0.00	46,422.00	46,422.00	0 %
33510 State Liquor Fees	7,066.00	7,066.00	25,940.00	18,874.00	27 %
33520 State HWY Users Fee (Existing)	0.00	0.00	15,650.00	15,650.00	0 %
33521 State HWY Users Fee (New Money)	0.00	0.00	9,000.00	9,000.00	0 %
Account Group Total:	7,066.00	7,066.00	97,012.00	89,946.00	7 %
34000 FRANCHISE FEES					
34010 Franchise Fees - Idaho Power	0.00	0.00	20,681.00	20,681.00	0 %
34011 Franchise Fees - Cable One	0.00	0.00	580.00	580.00	0 %
Account Group Total:	0.00	0.00	21,261.00	21,261.00	0 %
35000 Administrative Fees					
35004 Burn Permits	10.00	10.00	50.00	40.00	20 %
35006 RV Permits	0.00	0.00	100.00	100.00	0 %
Account Group Total:	10.00	10.00	150.00	140.00	7 %
36000 FINES AND FORFEITS					
36100 Criminal Fines	394.65	394.65	2,200.00	1,805.35	18 %
36101 Animal Control Fines	0.00	0.00	350.00	350.00	0 %
36102 Grass / Weed Fines & Billings	0.00	0.00	1,000.00	1,000.00	0 %
Account Group Total:	394.65	394.65	3,550.00	3,155.35	11 %
37000 OTHER REVENUE					
37110 Interest	2,505.23	2,505.23	4,500.00	1,994.77	56 %
37500 Grant - ADA (504)	0.00	0.00	1,100.00	1,100.00	0 %
37503 Donations/Park Events	0.00	0.00	5,000.00	5,000.00	0 %
37510 Grant - Airport Kiosk (Sponsors)	0.00	0.00	3,000.00	3,000.00	0 %
37511 Grant - Airport Pedestrian Pathway	0.00	0.00	1,400.00	1,400.00	0 %
37512 Grant - Airport Helipad	0.00	0.00	8,000.00	8,000.00	0 %
37525 Transit Project	30,000.00	30,000.00	10,000.00	-20,000.00	300 %
37600 Donations	1,500.00	1,500.00	0.00	-1,500.00	**
37601 Parks and Rec	0.00	0.00	6,000.00	6,000.00	0 %
37650 Youth Center (Grants and Donations)	0.00	0.00	450,000.00	450,000.00	0 %
37900 Miscellaneous	19,789.50	19,789.50	0.00	-19,789.50	**

1 GENERAL

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
Account Group Total:	53,794.73	53,794.73	489,000.00	435,205.27	11 %
38000 Recreation					
38001 Youth Sports Donations	0.00	0.00	150.00	150.00	0 %
38002 Youth Sports Sponsors	0.00	0.00	3,000.00	3,000.00	0 %
38003 Youth Sports Sign-Up Fees	0.00	0.00	850.00	850.00	0 %
38004 Skate & Bike Park	0.00	0.00	10,000.00	10,000.00	0 %
Account Group Total:	0.00	0.00	14,000.00	14,000.00	0 %
39000 OTHER FINANCING SOURCES					
39034 Stibnite Grant	0.00	0.00	13,252.00	13,252.00	0 %
Account Group Total:	0.00	0.00	13,252.00	13,252.00	0 %
Fund Total:	62,068.69	62,068.69	840,851.00	778,782.31	7 %

8 MV ROUNDUP UTILITY ASSISTANCE PROGRAM

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
37000 OTHER REVENUE					
37499 MV Roundup Donations	41.55	41.55	5,000.00	4,958.45	1 %
Account Group Total:	41.55	41.55	5,000.00	4,958.45	1 %
Fund Total:	41.55	41.55	5,000.00	4,958.45	1 %

60 WATER FUND

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
33000 STATE SOURCES					
33121 DEQ Source Water Protection Plan Grant	0.00	0.00	20,000.00	20,000.00	0 %
33315 DEQ Loan / Grant Water Project	739,370.00	739,370.00	556,800.00	-182,570.00	133 %
Account Group Total:	739,370.00	739,370.00	576,800.00	-162,570.00	128 %
34000 FRANCHISE FEES					
34610 Water Collection Fees	9,192.91	9,192.91	158,860.00	149,667.09	6 %
34611 Water Admin Fees	1,236.25	1,236.25	14,352.00	13,115.75	9 %
34612 Water Capital Improvement Fees	393.75	393.75	4,636.00	4,242.25	8 %
34613 Water Debt Repay Fees	2,484.00	2,484.00	29,808.00	27,324.00	8 %
34614 Water Debt Reserve Fees	368.00	368.00	4,416.00	4,048.00	8 %
34615 Water Short Lived Asset Fees	736.00	736.00	8,832.00	8,096.00	8 %
34616 Water Depreciation Fees	92.00	92.00	1,104.00	1,012.00	8 %
34640 Water Delinquency Charge	220.00	220.00	2,000.00	1,780.00	11 %
34660 Water Hook Up Fees	0.00	0.00	6,000.00	6,000.00	0 %
Account Group Total:	14,722.91	14,722.91	230,008.00	215,285.09	6 %
37000 OTHER REVENUE					
37110 Interest	0.00	0.00	1,500.00	1,500.00	0 %
Account Group Total:	0.00	0.00	1,500.00	1,500.00	0 %
39000 OTHER FINANCING SOURCES					
39016 ARPA Grant - Water Project	0.00	0.00	246,861.00	246,861.00	0 %
39018 RD Loan-09	0.00	0.00	672,000.00	672,000.00	0 %
39035 USDA Grant	0.00	0.00	673,000.00	673,000.00	0 %
Account Group Total:	0.00	0.00	1,591,861.00	1,591,861.00	0 %
Fund Total:	754,092.91	754,092.91	2,400,169.00	1,646,076.09	31 %

63 INDUSTRIAL PARK FUND

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
34000 FRANCHISE FEES					
34501 A/R Lease Agreements	2,314.00	2,314.00	20,217.00	17,903.00	11 %
34502 A/R Lease Solid Waste	37.53	37.53	640.00	602.47	6 %
34504 A/R Reimburse MNTC Costs	0.00	0.00	200.00	200.00	0 %
34505 A/R Land Lease	220.00	220.00	2,640.00	2,420.00	8 %
Account Group Total:	2,571.53	2,571.53	23,697.00	21,125.47	11 %
37000 OTHER REVENUE					
37110 Interest	213.14	213.14	800.00	586.86	27 %
Account Group Total:	213.14	213.14	800.00	586.86	27 %
39000 OTHER FINANCING SOURCES					
39019 Industrail Park Capital Grant	0.00	0.00	10,000.00	10,000.00	0 %
Account Group Total:	0.00	0.00	10,000.00	10,000.00	0 %
Fund Total:	2,784.67	2,784.67	34,497.00	31,712.33	8 %

65 SEWER FUND

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
33000 STATE SOURCES					
33317 Land App Irrigation Well Grant	0.00	0.00	250,000.00	250,000.00	0 %
Account Group Total:	0.00	0.00	250,000.00	250,000.00	0 %
34000 FRANCHISE FEES					
34710 Sewer Collection Fees	14,265.00	14,265.00	192,096.00	177,831.00	7 %
34711 Sewer Admin Fees	1,183.00	1,183.00	14,352.00	13,169.00	8 %
34712 Sewer Capital Improvement Fees	382.20	382.20	4,636.00	4,253.80	8 %
34713 Sewer Depreciation Fees	124.95	124.95	1,545.00	1,420.05	8 %
34714 Sewer Debt Reserve Fees	124.95	124.95	1,545.00	1,420.05	8 %
34715 Sewer Debt Repayment	3,937.50	3,937.50	49,680.00	45,742.50	8 %
34716 Sewer Short Lived Asset Fees	708.00	708.00	8,832.00	8,124.00	8 %
34740 Sewer Delinquency Fees	208.00	208.00	2,000.00	1,792.00	10 %
34760 Sewer Connection Fee	0.00	0.00	6,000.00	6,000.00	0 %
34796 Sewer Refunds/Discounts	0.00	0.00	1,000.00	1,000.00	0 %
Account Group Total:	20,933.60	20,933.60	281,686.00	260,752.40	7 %
37000 OTHER REVENUE					
37110 Interest	2,008.43	2,008.43	2,400.00	391.57	84 %
Account Group Total:	2,008.43	2,008.43	2,400.00	391.57	84 %
Fund Total:	22,942.03	22,942.03	534,086.00	511,143.97	4 %
Grand Total:	841,929.85	841,929.85	3,814,603.00	2,972,673.15	22 %

1 GENERAL

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
31010 Taxes-Property	0.00	0.00	0.00	0.00	0.00
31020 Taxes-Penalty	0.00	0.00	14.61	14.61	14.61
31030 Taxes-Interest	0.00	0.00	57.38	57.38	57.38
31060 Taxes-Personal Property Replacement	0.00	0.00	731.32	731.32	731.32
32110 City Liquor	0.00	0.00	0.00	0.00	0.00
32210 Building Permits	0.00	0.00	0.00	0.00	0.00
32260 Dog Licenses	0.00	0.00	0.00	0.00	0.00
32400 Review & Solid Waste Fees	0.00	0.00	0.00	0.00	0.00
32700 P&Z Review / Permit Fees	0.00	0.00	0.00	0.00	0.00
32750 Airport Commission Reveiw Fees	0.00	0.00	0.00	0.00	0.00
33500 State Revenue Sharing	0.00	0.00	0.00	0.00	0.00
33510 State Liquor Fees	0.00	0.00	7,066.00	7,066.00	7,066.00
33520 State HWY Users Fee (Existing)	0.00	0.00	0.00	0.00	0.00
33521 State HWY Users Fee (New Money)	0.00	0.00	0.00	0.00	0.00
34010 Franchise Fees - Idaho Power	0.00	0.00	0.00	0.00	0.00
34011 Franchise Fees - Cable One	0.00	0.00	0.00	0.00	0.00
35004 Burn Permits	0.00	0.00	10.00	10.00	10.00
35006 RV Permits	0.00	0.00	0.00	0.00	0.00
36100 Criminal Fines	0.00	0.00	394.65	394.65	394.65
36101 Animal Control Fines	0.00	0.00	0.00	0.00	0.00
36102 Grass / Weed Fines & Billings	0.00	0.00	0.00	0.00	0.00
37110 Interest	0.00	0.00	2,505.23	2,505.23	2,505.23
37500 Grant - ADA (504)	0.00	0.00	0.00	0.00	0.00
37503 Donations/Park Events	0.00	0.00	0.00	0.00	0.00
37510 Grant - Airport Kiosk (Sponsors)	0.00	0.00	0.00	0.00	0.00
37511 Grant - Airport Pedestrian Pathway	0.00	0.00	0.00	0.00	0.00
37512 Grant - Airport Helipad	0.00	0.00	0.00	0.00	0.00
37525 Transit Project	0.00	0.00	30,000.00	30,000.00	30,000.00
37600 Donations	0.00	0.00	1,500.00	1,500.00	1,500.00
37601 Parks and Rec	0.00	0.00	0.00	0.00	0.00
37650 Youth Center (Grants and Donations)	0.00	0.00	0.00	0.00	0.00
37900 Miscellaneous	0.00	0.00	19,789.50	19,789.50	19,789.50
38001 Youth Sports Donations	0.00	0.00	0.00	0.00	0.00
38002 Youth Sports Sponsors	0.00	0.00	0.00	0.00	0.00
38003 Youth Sports Sign-Up Fees	0.00	0.00	0.00	0.00	0.00
38004 Skate & Bike Park	0.00	0.00	0.00	0.00	0.00
39034 Stibnite Grant	0.00	0.00	0.00	0.00	0.00
Total REVENUE	0.00	0.00	62,068.69	62,068.69	62,068.69
EXPENDITURES					
41100 City Hall Expenses	0.00	2,893.35	0.00	2,893.35	2,893.35
41150 Economic Development	0.00	0.00	0.00	0.00	0.00
41200 Wages	0.00	12,433.47	0.00	12,433.47	12,433.47
41300 Planning & Zoning	0.00	100.72	0.00	100.72	100.72
41400 Public Safety Enforcement	0.00	0.00	0.00	0.00	0.00
41500 Street Department	0.00	6,048.24	0.00	6,048.24	6,048.24
41600 Park Department	0.00	3,005.17	0.00	3,005.17	3,005.17
43150 Recreation Center	0.00	0.00	0.00	0.00	0.00

1 GENERAL

	Beginning	Debit	Credit	Net Change	Ending Balance
43151 Youth Center Fund	0.00	8,978.34	0.00	8,978.34	8,978.34
45200 Youth Sports	0.00	0.00	0.00	0.00	0.00
45600 Airport Projects	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	0.00	33,459.29	0.00	33,459.29	33,459.29
		Revenue less Expenditures Current Month			28,609.40
		Revenue less Expenditures Year to Date			28,609.40

8 MV ROUNDUP UTILITY ASSISTANCE PROGRAM

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
37499 MV Roundup Donations	0.00	0.00	41.55	41.55	41.55
Total REVENUE	0.00	0.00	41.55	41.55	41.55
EXPENDITURES					
45001 MV Roundup PAYOUTS	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	0.00	0.00	0.00	0.00	0.00
		Revenue less Expenditures Current Month			41.55
		Revenue less Expenditures Year to Date			41.55

60 WATER FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
33121 DEQ Source Water Protection Plan	0.00	0.00	0.00	0.00	0.00
33315 DEQ Loan / Grant Water Project	0.00	0.00	739,370.00	739,370.00	739,370.00
34610 Water Collection Fees	0.00	679.91	9,872.82	9,192.91	9,192.91
34611 Water Admin Fees	0.00	0.00	1,236.25	1,236.25	1,236.25
34612 Water Capital Improvement Fees	0.00	0.00	393.75	393.75	393.75
34613 Water Debt Repay Fees	0.00	0.00	2,484.00	2,484.00	2,484.00
34614 Water Debt Reserve Fees	0.00	0.00	368.00	368.00	368.00
34615 Water Short Lived Asset Fees	0.00	0.00	736.00	736.00	736.00
34616 Water Depreciation Fees	0.00	0.00	92.00	92.00	92.00
34640 Water Delinquency Charge	0.00	0.00	220.00	220.00	220.00
34660 Water Hook Up Fees	0.00	0.00	0.00	0.00	0.00
37110 Interest	0.00	0.00	0.00	0.00	0.00
39016 ARPA Grant - Water Project	0.00	0.00	0.00	0.00	0.00
39018 RD Loan-09	0.00	0.00	0.00	0.00	0.00
39035 USDA Grant	0.00	0.00	0.00	0.00	0.00
Total REVENUE	0.00	679.91	754,772.82	754,092.91	754,092.91
EXPENDITURES					
43310 Water Personnel Services	0.00	4,824.65	0.00	4,824.65	4,824.65
43320 Water Operating Expenses	0.00	5,527.31	0.00	5,527.31	5,527.31
43330 Water Improvement	0.00	0.00	0.00	0.00	0.00
43331 Water Capital Projects	0.00	348.23	0.00	348.23	348.23
43332 Water Equipment Replacement	0.00	0.00	0.00	0.00	0.00
43400 Depreciation	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	0.00	10,700.19	0.00	10,700.19	10,700.19
			Revenue less Expenditures Current Month		743,392.72
			Revenue less Expenditures Year to Date		743,392.72

63 INDUSTRIAL PARK FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
34501 A/R Lease Agreements	0.00	0.00	2,314.00	2,314.00	2,314.00
34502 A/R Lease Solid Waste	0.00	0.00	37.53	37.53	37.53
34504 A/R Reimburse MNTC Costs	0.00	0.00	0.00	0.00	0.00
34505 A/R Land Lease	0.00	0.00	220.00	220.00	220.00
37110 Interest	0.00	0.00	213.14	213.14	213.14
39019 Industrail Park Capital Grant	0.00	0.00	0.00	0.00	0.00
Total REVENUE	0.00	0.00	2,784.67	2,784.67	2,784.67
EXPENDITURES					
43100 Industrial Park	0.00	6,631.83	0.00	6,631.83	6,631.83
Total EXPENDITURES	0.00	6,631.83	0.00	6,631.83	6,631.83
			Revenue less Expenditures Current Month (3,847.16)
			Revenue less Expenditures Year to Date (3,847.16)

65 SEWER FUND

	Beginning	Debit	Credit	Net Change	Ending Balance
REVENUE					
33317 Land App Irrigation Well Grant	0.00	0.00	0.00	0.00	0.00
34710 Sewer Collection Fees	0.00	0.00	14,265.00	14,265.00	14,265.00
34711 Sewer Admin Fees	0.00	0.00	1,183.00	1,183.00	1,183.00
34712 Sewer Capital Improvement Fees	0.00	0.00	382.20	382.20	382.20
34713 Sewer Depreciation Fees	0.00	0.00	124.95	124.95	124.95
34714 Sewer Debt Reserve Fees	0.00	0.00	124.95	124.95	124.95
34715 Sewer Debt Repayment	0.00	0.00	3,937.50	3,937.50	3,937.50
34716 Sewer Short Lived Asset Fees	0.00	0.00	708.00	708.00	708.00
34740 Sewer Delinquency Fees	0.00	0.00	208.00	208.00	208.00
34760 Sewer Connection Fee	0.00	0.00	0.00	0.00	0.00
34796 Sewer Refunds/Discounts	0.00	0.00	0.00	0.00	0.00
37110 Interest	0.00	0.00	2,008.43	2,008.43	2,008.43
Total REVENUE	0.00	0.00	22,942.03	22,942.03	22,942.03
EXPENDITURES					
43210 Sewer Personnel Services	0.00	6,264.05	0.00	6,264.05	6,264.05
43220 Sewer Operating Expenses	0.00	10,585.06	0.00	10,585.06	10,585.06
43222 Sewer Equipment Replacement	0.00	0.00	0.00	0.00	0.00
43230 Sewer Improvement	0.00	0.00	0.00	0.00	0.00
43231 Sewer Capital Projects	0.00	0.00	0.00	0.00	0.00
43400 Depreciation	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES	0.00	16,849.11	0.00	16,849.11	16,849.11
		Revenue less Expenditures Current Month			6,092.92
		Revenue less Expenditures Year to Date			6,092.92
		Grand Total Revenue less Expenditures Current Month			774,289.43
		Grand Total Revenue less Expenditures Year to Date			774,289.43

1 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41100	City Hall Expenses						
41100	City Hall Expenses						
308	Telephone & Internet Services	31.78	31.78	1,800.00	1,800.00	1,768.22	2 %
309	Advertising	0.00	0.00	1,000.00	1,000.00	1,000.00	%
311	Audit	0.00	0.00	1,575.00	1,575.00	1,575.00	%
312	Attorney Fees (Professional)	0.00	0.00	1,067.00	1,067.00	1,067.00	%
321	Building Inspection	0.00	0.00	2,500.00	2,500.00	2,500.00	%
324	M&O (Materials)	0.00	0.00	3,500.00	3,500.00	3,500.00	%
327	Information Technology Fees	0.00	0.00	1,600.00	1,600.00	1,600.00	%
330	Utilities - Electric	36.22	36.22	1,000.00	1,000.00	963.78	4 %
331	Utilities - W/S	0.00	0.00	1,100.00	1,100.00	1,100.00	%
351	Bank Charges and Fees	0.00	0.00	25.00	25.00	25.00	%
511	Municipal Insurance	2,721.50	2,721.50	2,722.00	2,722.00	0.50	100 %
520	Training	0.00	0.00	1,000.00	1,000.00	1,000.00	%
521	Travel Expenses	0.00	0.00	1,000.00	1,000.00	1,000.00	%
610	Office Supplies	0.00	0.00	1,000.00	1,000.00	1,000.00	%
620	Postage	0.00	0.00	1,200.00	1,200.00	1,200.00	%
709	Equipment and Software	103.85	103.85	5,000.00	5,000.00	4,896.15	2 %
	Account Total:	2,893.35	2,893.35	27,089.00	27,089.00	24,195.65	11 %
41150	Economic Development						
324	M&O (Materials)	0.00	0.00	15,000.00	15,000.00	15,000.00	%
	Account Total:	0.00	0.00	15,000.00	15,000.00	15,000.00	%
	Account Group Total:	2,893.35	2,893.35	42,089.00	42,089.00	39,195.65	7 %
41200	Wages						
41200	Wages						
110	Wages	2,292.66	2,292.66	40,160.00	40,160.00	37,867.34	6 %
120	Mayor & Council	6,550.00	6,550.00	6,600.00	6,600.00	50.00	99 %
210	Social Security	548.27	548.27	2,900.00	2,900.00	2,351.73	19 %
211	Medicare	128.25	128.25	678.00	678.00	549.75	19 %
212	Retirement	854.43	854.43	5,228.00	5,228.00	4,373.57	16 %
213	Unemployment Compensation	0.00	0.00	500.00	500.00	500.00	%
215	Medical Insurance	1,109.20	1,109.20	8,500.00	8,500.00	7,390.80	13 %
217	State Insurance	950.66	950.66	1,334.00	1,334.00	383.34	71 %
	Account Total:	12,433.47	12,433.47	65,900.00	65,900.00	53,466.53	19 %
	Account Group Total:	12,433.47	12,433.47	65,900.00	65,900.00	53,466.53	19 %
41300	Planning & Zoning						
41300	Planning & Zoning						
309	Advertising	100.72	100.72	400.00	400.00	299.28	25 %
324	M&O (Materials)	0.00	0.00	300.00	300.00	300.00	%
	Account Total:	100.72	100.72	700.00	700.00	599.28	14 %
41400	Public Safety Enforcement						
41400	Public Safety Enforcement						
	Account Group Total:	100.72	100.72	700.00	700.00	599.28	14 %

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
41400	Public Safety Enforcement						
310	Contract Services	0.00	0.00	1,000.00	1,000.00	1,000.00	%
312	Attorney Fees (Professional)	0.00	0.00	18,000.00	18,000.00	18,000.00	%
313	Code Enforcement (ACSO)	0.00	0.00	33,660.00	33,660.00	33,660.00	%
314	Animal Control (Dog Pound)	0.00	0.00	1,175.00	1,175.00	1,175.00	%
324	M&O (Materials)	0.00	0.00	13,252.00	13,252.00	13,252.00	%
	Account Total:	0.00	0.00	67,087.00	67,087.00	67,087.00	%
41500	Street Department						
41500	Street Department						
110	Wages	3,518.04	3,518.04	39,700.00	39,700.00	36,181.96	9 %
210	Social Security	215.81	215.81	2,462.00	2,462.00	2,246.19	9 %
211	Medicare	50.47	50.47	576.00	576.00	525.53	9 %
212	Retirement	393.33	393.33	4,439.00	4,439.00	4,045.67	9 %
215	Medical Insurance	995.11	995.11	14,500.00	14,500.00	13,504.89	7 %
309	Advertising	64.53	64.53	200.00	200.00	135.47	32 %
310	Contract Services	0.00	0.00	6,000.00	6,000.00	6,000.00	%
319	Engineering Fees	0.00	0.00	7,304.00	7,304.00	7,304.00	%
324	M&O (Materials)	4.10	4.10	32,000.00	32,000.00	31,995.90	%
330	Utilities - Electric	721.48	721.48	8,032.00	8,032.00	7,310.52	9 %
350	Shared Equip Maintenance	0.00	0.00	6,400.00	6,400.00	6,400.00	%
457	Depreciation Expense	0.00	0.00	3,000.00	3,000.00	3,000.00	%
630	Fuel	85.37	85.37	4,500.00	4,500.00	4,414.63	2 %
632	Storm Drain Cleaning	0.00	0.00	600.00	600.00	600.00	%
633	Grading & Blading	0.00	0.00	600.00	600.00	600.00	%
634	Snow Removal	0.00	0.00	600.00	600.00	600.00	%
701	Equipment Rental	0.00	0.00	500.00	500.00	500.00	%
711	Dust Abatement	0.00	0.00	24,500.00	24,500.00	24,500.00	%
804	Transit Program	0.00	0.00	10,000.00	10,000.00	10,000.00	%
	Account Total:	6,048.24	6,048.24	165,913.00	165,913.00	159,864.76	4 %
41600	Park Department						
41600	Park Department						
110	Wages	321.37	321.37	7,617.00	7,617.00	7,295.63	4 %
210	Social Security	19.92	19.92	473.00	473.00	453.08	4 %
211	Medicare	4.66	4.66	111.00	111.00	106.34	4 %
212	Retirement	35.93	35.93	852.00	852.00	816.07	4 %
215	Medical Insurance	124.94	124.94	2,550.00	2,550.00	2,425.06	5 %
324	M&O (Materials)	2,450.00	2,450.00	3,000.00	3,000.00	550.00	82 %
330	Utilities - Electric	48.35	48.35	2,338.00	2,338.00	2,289.65	2 %
331	Utilities - W/S	0.00	0.00	1,100.00	1,100.00	1,100.00	%
332	Utilities - Irrigation	0.00	0.00	3,000.00	3,000.00	3,000.00	%
350	Shared Equip Maintenance	0.00	0.00	200.00	200.00	200.00	%
630	Fuel	0.00	0.00	200.00	200.00	200.00	%
	Account Total:	3,005.17	3,005.17	21,441.00	21,441.00	18,435.83	14 %
	Account Group Total:	3,005.17	3,005.17	21,441.00	21,441.00	18,435.83	14 %

1 GENERAL

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
43100	Industrial Park						
43150	Recreation Center						
324	M&O (Materials)	0.00	0.00	200.00	200.00	200.00	%
330	Utilities - Electric	0.00	0.00	200.00	200.00	200.00	%
331	Utilities - W/S	0.00	0.00	920.00	920.00	920.00	%
713	Skate and Bike Park	0.00	0.00	10,000.00	10,000.00	10,000.00	%
	Account Total:	0.00	0.00	11,320.00	11,320.00	11,320.00	%
43151	Youth Center Fund						
324	M&O (Materials)	8,978.34	8,978.34	450,000.00	450,000.00	441,021.66	2 %
	Account Total:	8,978.34	8,978.34	450,000.00	450,000.00	441,021.66	2 %
45200	Youth Sports						
45200	Youth Sports						
310	Contract Services	0.00	0.00	300.00	300.00	300.00	%
324	M&O (Materials)	0.00	0.00	1,150.00	1,150.00	1,150.00	%
340	Youth Sports Equipment	0.00	0.00	2,030.00	2,030.00	2,030.00	%
342	Youth Sports Ins. & Misc	0.00	0.00	520.00	520.00	520.00	%
	Account Total:	0.00	0.00	4,000.00	4,000.00	4,000.00	%
45600	Airport Projects						
45600	Airport Projects						
130	Volunteer Labor (Cash	0.00	0.00	1.00	1.00	1.00	%
324	M&O (Materials)	0.00	0.00	12,400.00	12,400.00	12,400.00	%
	Account Total:	0.00	0.00	12,401.00	12,401.00	12,401.00	%
Account Group Total:		0.00	0.00	12,401.00	12,401.00	12,401.00	%
Fund Total:		33,459.29	33,459.29	840,851.00	840,851.00	807,391.71	4 %

8 MV ROUNDUP UTILITY ASSISTANCE PROGRAM

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
45000	SPECIAL						
45001	MV Roundup PAYOUTS						
	809 MV Roundup Object	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Group Total:	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Fund Total:	0.00	0.00	5,000.00	5,000.00	5,000.00	%

60 WATER FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
43300 WATER							
43310 Water Personnel Services							
110 Wages		3,010.71	3,010.71	47,018.00	47,018.00	44,007.29	6 %
210 Social Security		186.35	186.35	2,915.00	2,915.00	2,728.65	6 %
211 Medicare		43.58	43.58	682.00	682.00	638.42	6 %
212 Retirement		336.61	336.61	5,257.00	5,257.00	4,920.39	6 %
213 Unemployment Compensation		0.00	0.00	500.00	500.00	500.00	%
215 Medical Insurance		1,247.40	1,247.40	10,500.00	10,500.00	9,252.60	12 %
Account Total:		4,824.65	4,824.65	66,872.00	66,872.00	62,047.35	7 %
43320 Water Operating Expenses							
217 State Insurance		950.67	950.67	1,334.00	1,334.00	383.33	71 %
308 Telephone & Internet Services		156.81	156.81	1,800.00	1,800.00	1,643.19	9 %
309 Advertising		64.54	64.54	400.00	400.00	335.46	16 %
310 Contract Services		0.00	0.00	4,800.00	4,800.00	4,800.00	%
311 Audit		0.00	0.00	1,575.00	1,575.00	1,575.00	%
312 Attorney Fees (Professional)		0.00	0.00	1,067.00	1,067.00	1,067.00	%
319 Engineering Fees		0.00	0.00	3,000.00	3,000.00	3,000.00	%
324 M&O (Materials)		4.10	4.10	35,000.00	35,000.00	34,995.90	%
327 Information Technology Fees		0.00	0.00	1,600.00	1,600.00	1,600.00	%
330 Utilities - Electric		108.00	108.00	3,500.00	3,500.00	3,392.00	3 %
331 Utilities - W/S		0.00	0.00	300.00	300.00	300.00	%
333 Utilities - Electric - Booster		25.31	25.31	4,800.00	4,800.00	4,774.69	1 %
334 Utilities - Electric - Well#3		40.46	40.46	4,500.00	4,500.00	4,459.54	1 %
335 Utilities - Electric - Well#4		759.40	759.40	4,800.00	4,800.00	4,040.60	16 %
348 Utilities - Electric - Well #5		101.01	101.01	4,800.00	4,800.00	4,698.99	2 %
350 Shared Equip Maintenance		0.00	0.00	2,500.00	2,500.00	2,500.00	%
352 Operator Contract		0.00	0.00	16,000.00	16,000.00	16,000.00	%
511 Municipal Insurance		2,721.50	2,721.50	2,722.00	2,722.00	0.50	100 %
520 Training		280.00	280.00	1,000.00	1,000.00	720.00	28 %
521 Travel Expenses		0.00	0.00	1,000.00	1,000.00	1,000.00	%
610 Office Supplies		0.00	0.00	200.00	200.00	200.00	%
620 Postage		0.00	0.00	650.00	650.00	650.00	%
630 Fuel		211.65	211.65	3,000.00	3,000.00	2,788.35	7 %
709 Equipment and Software		103.86	103.86	5,000.00	5,000.00	4,896.14	2 %
745 Testing		0.00	0.00	5,000.00	5,000.00	5,000.00	%
Account Total:		5,527.31	5,527.31	110,348.00	110,348.00	104,820.69	5 %
43330 Water Improvement							
703 Water Meter Hook Up		0.00	0.00	3,000.00	3,000.00	3,000.00	%
741 External Antennas		0.00	0.00	735.00	735.00	735.00	%
819 Bond Payment - DEQ		0.00	0.00	9,274.00	9,274.00	9,274.00	%
820 Bond Payment - USDA		0.00	0.00	26,733.00	26,733.00	26,733.00	%
823 H2O DEQ Buildup Reserve		0.00	0.00	927.00	927.00	927.00	%
824 Short Lived Asset Expense		0.00	0.00	5,717.00	5,717.00	5,717.00	%
825 H2O USDA Build Up Reserve		0.00	0.00	2,321.00	2,321.00	2,321.00	%
Account Total:		0.00	0.00	48,707.00	48,707.00	48,707.00	%

60 WATER FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
43331	Water Capital Projects						%
310	Contract Services	0.00	0.00	13,000.00	13,000.00	13,000.00	%
312	Attorney Fees (Professional)	0.00	0.00	25,000.00	25,000.00	25,000.00	%
319	Engineering Fees	0.00	0.00	145,924.00	145,924.00	145,924.00	%
321	Building Inspection	0.00	0.00	42,455.00	42,455.00	42,455.00	%
727	Water Capital Project	0.00	0.00	100,000.00	100,000.00	100,000.00	%
829	H20 Line Replacement	348.23	348.23	600,481.00	600,481.00	600,132.77	%
882	New H20 SCADA System	0.00	0.00	100,000.00	100,000.00	100,000.00	%
883	New H20 Reservoir	0.00	0.00	614,805.00	614,805.00	614,805.00	%
885	Update H20 Booster Station	0.00	0.00	506,996.00	506,996.00	506,996.00	%
	Account Total:	348.23	348.23	2,148,661.00	2,148,661.00	2,148,312.77	%
43332	Water Equipment Replacement						%
324	M&O (Materials)	0.00	0.00	5,000.00	5,000.00	5,000.00	%
350	Shared Equip Maintenance	0.00	0.00	1,500.00	1,500.00	1,500.00	%
	Account Total:	0.00	0.00	6,500.00	6,500.00	6,500.00	%
	Account Group Total:	10,700.19	10,700.19	2,381,088.00	2,381,088.00	2,370,387.81	%
43400	Depreciation						%
43400	Depreciation	0.00	0.00	19,081.00	19,081.00	19,081.00	%
457	Depreciation Expense	0.00	0.00	19,081.00	19,081.00	19,081.00	%
	Account Total:	0.00	0.00	19,081.00	19,081.00	19,081.00	%
	Account Group Total:	10,700.19	10,700.19	2,400,169.00	2,400,169.00	2,389,468.81	%

63 INDUSTRIAL PARK FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
43100	Industrial Park						
43100	Industrial Park						
	110 Wages	0.00	0.00	1,700.00	1,700.00	1,700.00	%
	210 Social Security	0.00	0.00	105.00	105.00	105.00	%
	211 Medicare	0.00	0.00	25.00	25.00	25.00	%
	212 Retirement	0.00	0.00	195.00	195.00	195.00	%
	215 Medical Insurance	0.00	0.00	291.00	291.00	291.00	%
	309 Advertising	0.00	0.00	100.00	100.00	100.00	%
	311 Audit	0.00	0.00	1,575.00	1,575.00	1,575.00	%
	320 Solid Waste Fees	0.00	0.00	640.00	640.00	640.00	%
	324 M&O (Materials)	3,894.20	3,894.20	13,184.00	13,184.00	9,289.80	30 %
	327 Information Technology Fees	0.00	0.00	1,600.00	1,600.00	1,600.00	%
	330 Utilities - Electric	16.13	16.13	700.00	700.00	683.87	2 %
	331 Utilities - W/S	0.00	0.00	2,800.00	2,800.00	2,800.00	%
	350 Shared Equip Maintenance	0.00	0.00	200.00	200.00	200.00	%
	511 Municipal Insurance	2,721.50	2,721.50	2,722.00	2,722.00	0.50	100 %
	610 Office Supplies	0.00	0.00	100.00	100.00	100.00	%
	620 Postage	0.00	0.00	100.00	100.00	100.00	%
	630 Fuel	0.00	0.00	460.00	460.00	460.00	%
	709 Equipment and Software	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	711 Dust Abatement	0.00	0.00	3,000.00	3,000.00	3,000.00	%
	Account Total:	6,631.83	6,631.83	34,497.00	34,497.00	27,865.17	19 %
	Account Group Total:	6,631.83	6,631.83	34,497.00	34,497.00	27,865.17	19 %
	Fund Total:	6,631.83	6,631.83	34,497.00	34,497.00	27,865.17	19 %

65 SEWER FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
43200 SEWER OPERATIONS							
43210 Sewer Personnel Services							
110	Wages	3,322.39	3,322.39	47,018.00	47,018.00	43,695.61	7 %
210	Social Security	205.63	205.63	2,915.00	2,915.00	2,709.37	7 %
211	Medicare	48.07	48.07	682.00	682.00	633.93	7 %
212	Retirement	371.44	371.44	5,257.00	5,257.00	4,885.56	7 %
213	Unemployment Compensation	0.00	0.00	500.00	500.00	500.00	%
215	Medical Insurance	1,365.85	1,365.85	10,500.00	10,500.00	9,134.15	13 %
217	State Insurance	950.67	950.67	1,334.00	1,334.00	383.33	71 %
	Account Total:	6,264.05	6,264.05	68,206.00	68,206.00	61,941.95	9 %
43220 Sewer Operating Expenses							
308	Telephone & Internet Services	156.83	156.83	1,800.00	1,800.00	1,643.17	9 %
309	Advertising	64.53	64.53	400.00	400.00	335.47	16 %
310	Contract Services	0.00	0.00	4,800.00	4,800.00	4,800.00	%
311	Audit	0.00	0.00	1,575.00	1,575.00	1,575.00	%
312	Attorney Fees (Professional)	0.00	0.00	1,067.00	1,067.00	1,067.00	%
319	Engineering Fees	0.00	0.00	10,000.00	10,000.00	10,000.00	%
324	M&O (Materials)	6,514.24	6,514.24	37,500.00	37,500.00	30,985.76	17 %
325	SWR Line Cleaning & CCTV	0.00	0.00	13,153.00	13,153.00	13,153.00	%
326	Manhole Rehabilitation	0.00	0.00	10,000.00	10,000.00	10,000.00	%
327	Information Technology Fees	0.00	0.00	1,900.00	1,900.00	1,900.00	%
329	Utilities - Electric - Land	0.00	0.00	1,500.00	1,500.00	1,500.00	%
330	Utilities - Electric	340.21	340.21	5,200.00	5,200.00	4,859.79	7 %
331	Utilities - W/S	0.00	0.00	300.00	300.00	300.00	%
336	Utilities - Electric SWR	487.61	487.61	6,300.00	6,300.00	5,812.39	8 %
337	Utilities - Electric - SWR	5.57	5.57	160.00	160.00	154.43	3 %
338	Utilities - W/S - Auger Room	0.00	0.00	1,900.00	1,900.00	1,900.00	%
339	Utilities - W/S - Chlorinator	0.00	0.00	620.00	620.00	620.00	%
350	Shared Equip Maintenance	0.00	0.00	3,000.00	3,000.00	3,000.00	%
352	Operator Contract	0.00	0.00	16,000.00	16,000.00	16,000.00	%
511	Municipal Insurance	2,721.50	2,721.50	2,722.00	2,722.00	0.50	100 %
520	Training	42.20	42.20	1,000.00	1,000.00	957.80	4 %
521	Travel Expenses	0.00	0.00	1,000.00	1,000.00	1,000.00	%
620	Postage	0.00	0.00	1,400.00	1,400.00	1,400.00	%
630	Fuel	148.52	148.52	1,800.00	1,800.00	1,651.48	8 %
701	Equipment Rental	0.00	0.00	3,000.00	3,000.00	3,000.00	%
709	Equipment and Software	103.85	103.85	5,000.00	5,000.00	4,896.15	2 %
745	Testing	0.00	0.00	14,000.00	14,000.00	14,000.00	%
	Account Total:	10,585.06	10,585.06	147,097.00	147,097.00	136,511.94	7 %
43222 Sewer Equipment Replacement							
324	M&O (Materials)	0.00	0.00	5,000.00	5,000.00	5,000.00	%
350	Shared Equip Maintenance	0.00	0.00	5,500.00	5,500.00	5,500.00	%
	Account Total:	0.00	0.00	10,500.00	10,500.00	10,500.00	%

65 SEWER FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Commit
43230	Sewer Improvement						
324	M&O (Materials)	0.00	0.00	1,500.00	1,500.00	1,500.00	%
820	Bond Payment - USDA	0.00	0.00	32,995.00	32,995.00	32,995.00	%
821	Bond Payment #2 (92-05)	0.00	0.00	4,570.00	4,570.00	4,570.00	%
822	Bond Payment #3 (92-07)	0.00	0.00	5,850.00	5,850.00	5,850.00	%
824	Short Lived Asset Expense	0.00	0.00	4,342.00	4,342.00	4,342.00	%
827	SWR USDA Buildup Reserve 92-05	0.00	0.00	457.00	457.00	457.00	%
828	SWR USDA Buildup Reserve 92-07	0.00	0.00	585.00	585.00	585.00	%
846	Land App Infrastructure	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	0.00	0.00	55,299.00	55,299.00	55,299.00	%
43231	Sewer Capital Projects						
886	Land App, Irrigation Well	0.00	0.00	250,000.00	250,000.00	250,000.00	%
	Account Total:	0.00	0.00	250,000.00	250,000.00	250,000.00	%
	Account Group Total:	16,849.11	16,849.11	531,102.00	531,102.00	514,252.89	3 %
43400	Depreciation						
43400	Depreciation	0.00	0.00	2,984.00	2,984.00	2,984.00	%
457	Depreciation Expense	0.00	0.00	2,984.00	2,984.00	2,984.00	%
	Account Total:	0.00	0.00	2,984.00	2,984.00	2,984.00	%
	Account Group Total:	0.00	0.00	2,984.00	2,984.00	2,984.00	%
	Fund Total:	16,849.11	16,849.11	534,086.00	534,086.00	517,236.89	3 %
	Grand Total:	67,640.42	67,640.42	3,814,603.00	3,814,603.00	3,746,962.58	2 %

For dates posted from 11/15/23 to 11/27/23
* ... Over spent expenditure

Claim/	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
6015		667 A.M.E. Electric, Inc Headworks Heater Install, troubleshoot 231870 11/27/23 WWTP headworks heater	505.00	505.00			65	43220	324			10102
		Total for Vendor:		505.00								
6018		E 310 ALLIED BUSINESS SOLUTIONS Post Base Ink Invoice AR465081 11/14/23 Post Base Ink	147.83	49.27			1	41100	324			10102
		AR465081 11/14/23 Post Base Ink (W)		49.28			60	43320	324			10102
		AR465081 11/14/23 Post Base Ink (S)		49.28			65	43220	324			10102
		Total for Vendor:		147.83								
6019		E 400 C & N Electrical Company Install Heaters at All seasons & Fix ceiling fans at Torch Towing in the Industrial Park	3,440.00									
3006		11/09/23 Ind Park Heaters	2,565.00*				63	43100	324			10102
3005		11/09/23 Ind Park Ceiling Fans	875.00*				63	43100	324			10102
		Total for Vendor:		3,440.00								
6017		E 253 Christensen Inc. dba United Oil 1033285 11/15/23 Fuel -Streets	476.48	143.18			60	43320	630			10102
		1033285 11/15/23 Fuel - Sewer		143.19			65	43220	630			10102
		1033285 11/15/23 Fuel - Water		143.19			60	43320	630			10102
		1033285 11/15/23 Fuel - Grader - Streets		15.64			1	41500	630			10102
		1033285 11/15/23 Fuel - Grader - Water		15.64			60	43320	630			10102
		1033285 11/15/23 Fuel - Grader - Sewer		15.64			65	43220	630			10102
		Total for Vendor:		476.48								
6021		631 CivicPlus, LLC 280872 11/01/23 Self Publication Software (GEN)	2,890.00	722.50			1	41100	709			10102
		280872 11/01/23 Self Publication Software (WTR)		722.50			60	43320	709			10102
		280872 11/01/23 Self Publication Software (SWR)		722.50			65	43220	709			10102
		280872 11/01/23 Self Publication Software (IP)		722.50			63	43100	709			10101
		Total for Vendor:		2,890.00								

For dates posted from 11/15/23 to 11/27/23
* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
6014	E	367	Custom Works / Barron Loper	38,000.00								
272	C	Cat	Skid Steer Purchase Serial # CAT 0272CARED00768									
			11/20/23 Skidsteer purchase (SWR)	11,000.00			65		43220	324		10102
			11/20/23 Skidsteer purchase (WTR)	10,000.00			60		43320	324		10102
			11/20/23 Skidsteer purchase (STRT)	12,000.00			1		41500	324		10102
			11/20/23 Skidsteer purchase (IP)	2,000.00*			63		43100	324		10101
			11/20/23 Skidsteer purchase (MTNT)	3,000.00			1		41500	350		10102
			Total for Vendor:	38,000.00								
6011		635	GOOD, JULIE	540.99								
			Reimburse for City Laptop									
			HP Laptop 11/17/23 Reimburse for City Laptop	180.33			1		41100	324		10102
			HP Laptop 11/17/23 Reimburse City Laptop (W)	180.33			60		43320	324		10102
			HP Laptop 11/17/23 Reimburse City Laptop (SWR)	180.33			65		43220	324		10102
			Total for Vendor:	540.99								
6010		717	Griessom, Hoffman & Mohr, PLLC	2,125.00								
			Feasibility Study and Concept Design									
			23-027-004 11/16/23 Childcare Center Concept	2,125.00			1		43151	324		10101
			Total for Vendor:	2,125.00								
6007		279	J.I. Morgan, Inc.	1,291.22								
			0000554 11/17/23 Road Mix - Streets	1,291.22			1		41500	324		10102
			Total for Vendor:	1,291.22								
6006	E	18	Les Schwab Tire Center	807.88								
			Mower tire and Jetter Tire repair									
			1250042015 11/21/23 Tire Repair (G)	269.29			1		41500	350		10102
			1250042015 11/21/23 Tire Repair (WTR)	269.30			60		43320	350		10102
			1250042015 11/21/23 Tire Repair (SWR)	269.29			65		43220	350		10102
			Total for Vendor:	807.88								
6008		89	Local Highway Technical	20.00								
			T2 Road Safety Webinar - Jessica Wallace									
			T2102623RS 11/14/23 T2 Center Road Class	20.00			1		41100	520		10102
			Total for Vendor:	20.00								

For dates posted from 11/15/23 to 11/27/23
* ... Over spent expenditure

For the Accounting Period: 11/23

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
6009		718 MSBT Law	9,250.00								
		Bond Attorney Services for DW project									
		78956 10/13/23 Bond Attorney Services	9,250.00			60	67	43331	312		10102
		Total for Vendor:	9,250.00								
6012		E 22 State Insurance Fund	838.00								
		Audit Premium adjustment 10/1/23-10/1/24									
		28089518 11/13/23 Work Comp Premium (General)	279.34			1		41200	217		10102
		28089518 11/13/23 Work Comp Premium (Water)	279.33			60		43320	217		10102
		28089518 11/13/23 Work Comp Premium (Sewer)	279.33			65		43210	217		10102
		Total for Vendor:	838.00								
6013		E 146 The Record Reporter	49.44								
		Notice of Public Hearing for Browns Mountain Recycling Conditional Use Permit									
		3607 11/21/23 Public Hearing	49.44			1		41300	309		10102
		Total for Vendor:	49.44								
6022		E 436 US Bank	2,069.69								
		GOOGLE 10/25/23 Email (Gen)	70.20			1		41100	709		10102
		GOOGLE 10/25/23 Email (IND)	70.20			63		43100	709		10102
		GOOGLE 10/25/23 Email (WTR)	70.20			60		43320	709		10102
		GOOGLE 10/25/23 Email (SWR)	70.20			65		43220	709		10102
		TSHEETS 10/25/23 TSHEETS (GEN)	25.33			1		41100	709		10102
		TSHEETS 10/25/23 TSHEETS (WTR)	25.34			60		43320	709		10102
		TSHEETS 10/25/23 TSHEETS (SWR)	25.33			65		43220	709		10102
		phones 10/25/23 8x8 phones (GEN)	33.68			1		41100	308		10102
		phones 10/25/23 8x8 phones (WTR)	33.68			60		43320	308		10102
		phones 10/25/23 8x8 phones (SWR)	33.68			65		43220	308		10102
		supplies 10/25/23 ADOBE	19.99			1		41100	324		10102
		domain 10/25/23 land1 Domain	3.00			1		41100	709		10102
		postage 10/25/23 FP Mailing	207.00			1		41100	620		10102
		supplies 10/25/23 Mobile Text Alerts	756.00			1		41100	709		10102
		Hotel 10/25/23 Travel	426.01			60		43320	521		10102
		Office Sup 10/25/23 Supplies	103.86			1		41100	610		10102
		backup 10/25/23 Carbonite Backup	95.99			65		43220	324		10102
		Total for Vendor:	2,069.69								

11/27/23
15:13:14

CITY OF NEW MEADOWS, IDAHO
Claim Approval List
For the Accounting Period: 11/23

Page: 4 of 4
Report ID: AP100V

For dates posted from 11/15/23 to 11/27/23
* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
6020	E	147	USA Blue Book	253.05								
			Poly Lift Line Quick Disconnect & Gauge									
		193505	11/13/23 Poly Line Lift	253.05			65		43220	324		10102
			Total for Vendor:	253.05			# of Vendors	7				
			# of Claims	16								
			Total Electronic Claims	46,082.37								
			Total Non-Electronic Claims	16622.21								

**NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, October 23, 2023 AT 6:30 P.M.
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 14.

ROLL CALL / PLEDGE OF ALLEGIANCE

Present at City Hall were Council Members Jeff Parnett, Josh Carr, Troy Black, Shiloh Ryker, and Mayor Julie Good.

Staff present at City Hall were Kyla Gardner and Brianna Hoxie. City Attorney Dick Stubbs was present via zoom.

Public Present at City Hall were Kristie Scott, Bill & Donna Brown, Dave Elledge, Lawanna Brown, Dollie Black, John Keehner, and Nikki Crogh. Ian Hoffman and Drew Dodson joined via zoom.

Mayor Good opened the meeting at 6:30 P.M and led the Pledge of Allegiance.

Kyla Gardner read the mission statement.

PUBLIC INPUT

There was no public input.

REPORTS

Mayor's Report

See Attached

DISCUSSION ITEMS

Short Term RV Use Permit Application

- The City Council went over the short term RV use permit and decided that it was good. No changes needed.

PUBLIC HEARINGS

Public Hearing- Crossroads Lots 4-6- Design Review

Opening of the Hearing

Mayor Good opened the hearing at 6:36 P.M.

Applicant Presentation

David Elledge gave a presentation on the project with changes in the design to fit what the City Council had requested. Ian Hoffman was also present to answer questions about the structure of the building and any landscaping questions.

Testimony

Jon Keehner 3100 Highway 55 New Meadows Idaho spoke on the Crossroads project as to what he would like to see happen with making this project a great place to rent. He would like to see it a pet friendly environment. Jon would also like to see that they are using local equipment and supplies as they start to build so it is giving back to the community in full.

NEW MEADOWS CITY COUNCIL MEETING MINUTES

HELD MONDAY, October 23, 2023 AT 6:30 P.M.

CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

Final Questions from Governing Body

Council member Black was concerned with EMS not being able to have an alternate access route to get out, in case of an emergency.

Mayor Good asked about the landscaping barrier and snow cleats.

Close of the Public Hearing

Mayor Good closed Hearing at 7:02 P.M

Public Hearing – 309 S Heigho- Design Review

Opening of the Hearing

Mayor Good opened the hearing at 7:02 P.M.

Applicant Presentation

Bill & Donna Brown presented an update presentation on what the project will look like.

Testimony Opposed to the Application

Nikki Crogh of 217 Peterson Memorial Ave spoke on behalf of her father in law who lives at 308 S Heigho with concerns on where the snow will be stored and if they will be long term or short term rentals.

Final Questions from Governing Body

No Questions

Close of the Public Hearing

Mayor Good Closed the Public Hearing at 7:12 PM

Public Hearing – 309 S Heigho- Conditional Use Permit

Opening of the Hearing

Mayor Good opened the hearing at 7:12 P.M.

Mayor Good gave a review of the Conditional Use Permit.

Testimony

No Public input

Final Questions from Governing Body

No Questions

Close of the Public Hearing

Mayor Good closed the public hearing at 7:14 PM

**NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, October 23, 2023 AT 6:30 P.M.
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

ACTION ITEMS

Design Review- Crossroads Lots 4-6

- Council Member Ryker moved to approve the Design Review for Crossroads Lots 4-6 with the stipulations requiring a landscaping barrier on the part of property that touches Hwy 55 and a secondary exit plan for emergency vehicles which will be confirmed between David Elledge, Mayor Good and Council Member Black. Council Member Parnett seconded the motion. Roll Call Vote Parnett- yes, Carr- yes, Ryker- yes Black- yes. Motion carried.

Design Review- 309 S. Heigho

- Council Member Ryker moved to approve the Design Review for 309 S Heigho with the condition that the garage is painted to match the tiny homes, and the old foundation is removed by October 23, 2024. Removal of the shed, foundations placed around the home and gravel driveways are to be completed within 90 days. Council member Carr seconded the motion. Roll Call Vote Parnett- yes, Carr- yes, Ryker- yes Black- yes. Motion carried.

Conditional Use Permit- 309 S. Heigho

- Council Member Ryker moved to approve the Conditional Use Permit for 309 S Heigho to put tiny homes in the R2 zone with the stipulation that it cannot be rented daily weekly or for less than 30 days and the CUP will expire on October 23, 2027. Council Member Parnett seconded the motion. Roll Call Vote Parnett- yes, Carr- yes, Ryker- yes Black- yes. Motion carried.

Lot Line Adjustment- 309 S Heigho

- Council Member Ryker moved to approve the Lot Line Adjustment at 309 S Heigho making it four fairly even parcels of 78.5 feet by 60 feet. Council member Parnett seconded the motion. Roll Call Vote Parnett- yes, Carr- yes, Ryker- yes Black- yes. Motion carried.

Brown's Mountain Recycling CUP Determination

- Council member Carr moved to acknowledge the violation of the Brown's Mountain Recycling CUP. Council Member Parnett seconded the motion. Roll Call Vote Parnett- yes, Carr- yes, Ryker- yes Black- yes. Motion carried.

Back-up Operator Contract – Warren Drake

- Council Member Parnett moved to approve the Back-up Operator Contract with Warren Drake. Council Member Carr seconded the motion. Roll Call Vote Parnett- yes, Carr- yes, Ryker- yes Black- yes. Motion carried.

Secondary Employment Agreement – Brianna Hoxie

- Council Member Ryker moved to approve a secondary employment agreement for Brianna Hoxie. Council member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Ordinance 397-2023 Bond Ordinance

- Council Member Carr moved to introduce Ordinance 397-2023 Bond Ordinance, and suspend the rules requiring three separate readings on three separate days and read by

NEW MEADOWS CITY COUNCIL MEETING MINUTES

HELD MONDAY, October 23, 2023 AT 6:30 P.M.

CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

title only once. Council member Parnett Seconded. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

- City Clerk Gardner Read by Title only.
- Council Member Carr moved to approve Ordinance 397-2023 Bond Ordinance. Council Member Parnett Seconded. Roll Call Vote Ryker- yes, Black- yes, Parnett-yes Carr-yes. Motion carried.

Ordinance TBD-2023 Zoning Amendment – Tiny Homes

- Council Member Black moved to introduce Ordinance TBD-2023 Zoning Amendment – Tiny Homes, and suspend the rules requiring three separate readings on three separate days and read by title only once and change the verbiage on letter H. Council Member Carr seconded. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.
- City Clerk Gardner Read by Title only.
- Council Member Black moved to approve Ordinance TBD-2023 Zoning Amendment – Tiny Homes and change the verbiage on letter H. Council Member Ryker seconded. Roll Call Vote Ryker- yes, Black- yes, Parnett-yes Carr-yes. Motion carried.

Ordinance TBD-2023 Yard Amendment

- Council Member Parnett moved to introduce Ordinance TBD-2023 Yard Amendment, and suspend the rules requiring three separate readings on three separate days and read by title only once. Council Member Carr seconded. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.
- City Clerk Gardner Read by Title only.
- Council Member Parnett moved to approve Ordinance TBD-2023 Yard Amendment. Council Member Black seconded. Roll Call Vote Ryker- yes, Black- yes, Parnett-yes Carr-yes. Motion carried.

Torch Towing Heaters

- Council Member Carr moved to approve the bid by All Season for Torch Towing Heaters at the Industrial Park. Council Member Ryker seconded the motion. Roll Call Vote Ryker-yes, Parnett-yes Carr-yes. Motion carried.
- Council Member Black abstained from voting due to conflict of interest.

Displacement RV Use Permit- Brown

- Tabled

Surplus Property Declaration & Bid

- Council Member Ryker moved to put the surplus property from the old meat shop and old county shop as a package deal and put it out for bid, Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

CONSENT AGENDA

City Clerk Gardner polled the City Council to confirm they had reviewed the minutes.

The Consent Agenda included September 25th and October 10th, 2023 meeting minutes, Paid & Pending Claims approval list.

NEW MEADOWS CITY COUNCIL MEETING MINUTES

HELD MONDAY, October 23, 2023 AT 6:30 P.M.

CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

- Council Member Carr moved to approve the Consent Agenda; Council Member Ryker seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

FUTURE MEETING TOPICS

Future meeting topics included, Water Rate Review, Field trip, RV Use Permit, drawing Industrial park sign Hunters design, flags on Miller and Virginia, Chamber of commerce, definition long term and short term housing.

ADJOURNMENT

The meeting was adjourned at 8:45 P.M.

Julie A. Good, Mayor

ATTEST: _____
Kyla Gardner, City Clerk

DRAFT

NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, November 13, 2023 AT 6:30 P.M.
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

ROLL CALL / PLEDGE OF ALLEGIANCE

Present at City Hall were Council Members Jeff Parnett, Troy Black, Josh Carr, and Shiloh Ryker. Mayor Julie Good was present via zoom.

Staff present at City Hall were Kyla Gardner, Hunter Brown, and Brianna Hoxie. City Attorney Dick Stubbs was present via zoom.

Public Present at City Hall were Ken & Nikki Crogh, Leandra Smith, Kristi Scott, and Darbey Edwards

Council President Ryker opened the meeting at 6:34 P.M. and led the Pledge of Allegiance.

Kyla Gardner did roll call and read the Mission Statement.

PUBLIC INPUT

- No Public input.

REPORTS

Mayor's Report

- See Attached

Staff Reports

- Staff reports were reviewed by the Council. Hunter Brown was present to tell council members what he was working on for the dump truck.

Parks and Rec Meeting Minutes

- The Council reviewed the minutes from the Parks & Recreation Committee.

ACTION ITEMS

Surplus Property Bid Approval

- Council Member Carr moved to accept the bid from Kristi Scott for the surplus property in the amount of 1,600\$, Council member Parnett seconded the motion. Roll Call Vote Black- Yes, Ryker- yes, Parnett- yes, and Carr- yes. Motion carried.

Displacement RV Use Permit- Smith

- Council Member Parnett moved to approve the displacement RV use permit for Smith. Council Member Carr seconded the motion. Roll Call Vote Black- Yes, Ryker- yes, Parnett- yes, and Carr- yes. Motion carried.

Equipment Purchase

- Council Member Carr moved to purchase a 272 C Cat Skid Steer for \$38,000 from Bear Loper. Council Member Parnett seconded the motion. Roll Call Vote Black- Yes, Ryker- yes, Parnett- yes, and Carr- yes. Motion carried.

**NEW MEADOWS CITY COUNCIL MEETING MINUTES
HELD MONDAY, November 13, 2023 AT 6:30 P.M.
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

CONSENT AGENDA

The Consent Agenda included October 2023 Payroll, and Paid & Pending Claims and September 2023 Financials.

- Council Member Carr moved to approve the Consent Agenda; Council Member Ryker seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion Carried.

FUTURE MEETING TOPICS

Future meeting topics included Public Hearing for Recycling center CUP, A displacement RV Permit, and transportation plan update resolution. City Council water project tour will take place at the next meeting.

ADJOURNMENT

The meeting was adjourned at 6:58 P.M.

Julie A. Good, Mayor

ATTEST: _____
Kyla Gardner, City Clerk

