



# City Council Regular Meeting Agenda

Monday, February 14, 2022 at 6:30 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/86832649586?pwd=Ymk4YWdvUVAzeUpJOGpQdEtSenlRZz09>

Call in: 346-248-7799

Meeting ID: 868 3264 9586

Password: 714454

## **ROLL CALL / PLEDGE OF ALLEGIANCE**

1. Reading of the Mission Statement

## **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.

## **PRESENTATION**

### **REPORTS**

2. Staff Reports
3. Mayor's Report

## **TRAINING**

### **DISCUSSION ITEMS**

4. Personnel Policy Review
5. Comprehensive Plan Review
6. Park Restrooms
7. Delinquent Accounts

### **ACTION ITEMS**

8. Rezone Reasoning Statement
9. TBD-2022 Rezone Amendment
10. IRWA Spring Conference - Potter
11. January 24, 2022 City Council Minutes
12. Primary Water/Wastewater Operator Approval
13. Water Project
14. Illegal Dumping

### **CONSENT AGENDA**

15. Paid & Pending Claims
16. January 2022 Payroll

### **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.”***

## City Clerk Staff Report February 14<sup>th</sup> 2022

What have I done:

Payment processing, bill pay, claims and payroll, monthly invoices.

Completed the 2021 tax documents W-2's, 1099's, 1095B's and sent them to the appropriate agencies.

I have been working with funding agencies with financials for funding on the water project.

I attended the February Little Salmon River Watershed Collaborative meeting on February 8<sup>th</sup>. If you or someone you know owns property along the Little Salmon River, I highly recommend they attend these meetings.

I attended a Transportation Plan meeting with Crestline Engineers to make updates to the City of New Meadows Transportation Plan.

I am currently working on coordinating the next TTAC (Transportation Technical Assistance Committee) meeting which will be held at City Hall on March 9<sup>th</sup> at 6 pm.

Dana Kautz, City Treasurer

Staff Report for City Council Meeting February 14th, 2022

Projects:

- Payroll and payroll liabilities
- Bank Reconciliation
- Monthly Financial Reports
- Quarterly Financial Reports
- Quarterly Payroll Reports
- Audit Prep
- 1099 and W2 training
- 1099 and W2 processing, reporting, and printing

Angie Mettie  
Customer Service  
Monthly Report  
January 2021

**Billing:**

Billing was completed for the month of January. The meters from the 2008 era are beginning to die out and it has been difficult to replace them with the ice and snow. Daniel is doing a great job trying to track them down and replace them as he is able. I have completed a list of all meters, the years they were installed, and when they are being replaced. We will now have a systematic way to predict when they will need to be replaced next time around.

**Customer Service:**

There were several calls from people stating they received a call from City Hall. It seems that spam callers are using the city's name and phone number for their caller ID.

**Newsletter:**

We continue to get 1-2 new subscribers per week to our Meadows Valley Monday newsletter. Julie is doing a "Mayor's Minute" once per month. If staff or Council Members would like to contribute, you are welcome to do so!

**Meetings & Minutes:**

I have attended all meetings and have prepared minutes for each. The white board for the council chambers is complete so that council members can add upcoming topics, list dates they will be gone, and keep track of items to review.

**Leak Letters:**

Leak Letters were completed this month. There were several high bills due to letting the water drip to prevent freezing. The school and a couple of other residents had reported broken pipes and were able to repair the leaks. Again, one customer had very large usage (15,00 gallons) with no explanation. Residents are not at the home full-time. This residence did not show up on the leak report. His meter will be replaced as time and snow & ice allow.

**Pet Clinic – March / April:**

Jon and Amy of Salmon River Mobile Vet are considering a pet vaccination clinic this spring, but are not able to hold the clinic until April. Therefore, if the rates were extended through the end of April, animals would have a chance to be vaccinated and still receive the March prices. If the Council has objections to this, please let me know. Tags have arrived, and promotion will begin soon.

**Parks & Rec / Citizen Advisory Committee Forum:**

There were no participants at the January Park Master Plan Forum. The next forum will be held tomorrow evening at City Hall at 6:30 P.M. with the goal being to design a diagram of the park for future use. All are invited to share their ideas.

**Summer Youth Sports:**

Due to Covid, baseball / T-ball has not been held for two years. McCall and Cascade are ready to start back up this year. I have contacted our prior coaches to see if there is any interest this year. If you or someone you know would be interested in coaching, please send them to city hall. We will try to have a team in each age category: 6-8, 8-10, and 10-12. There could also be a T-ball team for 4-5 year-olds if a coach steps forward. They would like to begin playing games by mid-May, so the sooner the teams can start practicing, the better.

STAFF REPORT  
DANIEL POTTER  
2/14/22

Since our last update we have been busy. We have cleared snow from hydrants, tried to level some streets, removed snow from many of the storm drains. We had to remove a tire on the loader and replace an o ring. We have had several places in town where water has frozen. We have opened many meter pits and thawed them to resume water service. The insulation dumping has been absolutely horrible since the last update. The auger room door has corroded to the point we are in danger of causing damage from freezing. I ordered a fiberglass door and will try to fabricate a new door frame when it comes in. We helped repair a major leak at the school and have found a potential weak valve near the school that will need service this summer. We are looking at long range events such as the city clean up again. I plan to have flyers out by the end of April for people to make plans to participate. As we get more snow melting I will be ready with the pumps and tools to do our best to keep flooding to a minimum. Due to the water in the Wiley and Norris ditch not getting shut off this year, I believe these areas may potentially flood.









Jessie

Staff Report

02/10/22

**WATER:**

1. The booster station roof is being repaired and next the ceiling will need to be repaired from the water damage.
2. Quite a few people have wanted us to check to see if their water was froze at the meter. It was not. We did however have on at the industrial park freeze at the meter. There has been added insulation put in the meter pit to resolve the issue.
3. We have been keeping well house plowed out and well logs done
4. Fire hydrants are also being plowed out with the storms

**SEWER:**

1. Sewer logs completed as normal
2. The illegal dumping has started happening again. Keeping the auger room cleaned up. We will need to replace the door from the corrosion to keep things from freezing in there. I've also been bouncing ideas off of people to help narrow down where it could be coming from.
3. I've contacted challenger; there are some slide gates that need repaired before we have to start the discharging process. Luckily we have some time yet.
4. Cleaned up the chlorine room and disinfection building to make sure everything is ready for discharge.
5. Our reuse permit is up for renewal; we had the pre application meeting and we are working to get that completed.

**EQUIPMENT/SHOP:**

1. With the break in the weather we went through and service all of the equipment. Checked fluids and greased everything.
2. For the most part Daniel and I drive our personal vehicles for small errands around town. The white pickup down here is on its last leg and the heater works sometimes. We drive the blue service truck when tools or parts are needed, but for the most part that pickup isn't a ton better to drive. We are looking into contacting J.I. Morgan to see if they will be parting with any of their vehicles.

**STREETS:**

1. There is still an ice layer on most of the roads. I will be watching them to keep up with the pot holes when the weather permits.

February 14, 2022

There have been some changes in the Public Works department over the past couple weeks. Kirk Kundrick stepped in as our Primary Water/Wastewater Operator when Doug Buys terminated his contract as of January 31, 2022. We will discuss this change at the meeting.

We have begun again to work on the Transportation Plan which was financed by a grant from ITD. Kyla is putting together a TTAC meeting so community members can be involved in the process.

We had worked on the Comprehensive Plan – updating it – in the past, but we need to move through the next steps which include getting community input. We will review the next steps on that project at the meeting.

I have asked Angie to present information regarding the number and amount of delinquent accounts on the City's books. In the past several years, we have implemented various programs, including a payment plan, but we need to review the amounts that still continue to be outstanding.

We will be working on the Personnel Policy incrementally with the first 4 sections included in this meeting's review. Please read through those portions before the meeting and make notes so we can discuss and come to a consensus on the best answer.

The illegal dumping continues and we have to find a way to pinpoint the source. I have reached out to several different organizations and individuals to no avail. I have asked Dick to review our ordinances to see what our legal options are. The strain on the sewer system is becoming overwhelming.

I continue to have discussions regarding possible housing in our community. Hopefully, there will be more projects in the future.

*"No one has ever become poor by giving."* Anne Frank

## 1. INTRODUCTORY PERIOD

**New employees** to The City of New Meadows are subject to a six-month introductory period with a preliminary evaluation to be completed by the Mayor, City Council and other supervisory staff after 3 months of employment. Another evaluation will be completed after the six-month introductory period ends. During this six-month introductory period, either the employee or the City of New Meadows may end the employment relationship at will, with or without cause or advance notice. An employee's supervisor may extend the introductory period for an additional 90 days if they deem it necessary to work with an employee who is only marginally meeting the requirements for their position. Before any employee is released from their introductory period, an evaluation shall be completed.

**Current Employees** who transfer or promote to another position within the City of New Meadows will be subject to a six-month introductory period for the new position they hold. If the introductory employee is terminated in this situation, they may be returned to their previous position or transferred to another position they are fully qualified for if such a vacancy exists with the City of New Meadows.

The preliminary evaluation of the employee will be held after **(3) months** of employment. Review of the job description and the employee's adherence to the parameters of the employee's responsibilities will be done with the employee. If deemed appropriate, an increase in wages may be considered by the Mayor, Council, and other supervisory staff.

The evaluation of the employee after **(6) months** of employment will be made if there are any deficiencies noted during this evaluation, an employee's introductory period may be extended by the City for up to ninety (90) days by motion of the City Council and approval by the Mayor. Written notice of the reason(s) for such extension prior to the end of the introductory period will be provided.

- Items from this section to review: City Council may end the introductory period after 3 months, if during the evaluation they feel it is beneficial to the City.
- Add the term current employees in the second paragraph

## 2. SECONDARY EMPLOYMENT

An employee's Secondary employment, activity or enterprise may be prohibited if it:

- Involves time demands that would impair the employee's mental or physical capacity to perform City duties;
- Involves activities or business dealings that are likely to cause criticism or embarrassment to the City;
- Involves working for an employer or doing business with a client who has a contract with the City;
- Promotes the use of the employee's title or position with the City or implies an official City endorsement of the secondary employment's business, service, product, etc.;

- Creates a real or apparent conflict of interest;
- Requires the employee to share or make use of official information that is confidential or not available to the general public except by request.

### 3. EMPLOYEE RESPONSIBILITIES

Employees should report incidents of discrimination, harassment, sexual harassment, hostile work environment or retaliation as soon as possible after the occurrence. Reporting should be made to any of the following:

- Designated Official ( Elected)
- Supervisor
- Department Head ( Remove)
- City Clerk's Office
- Legal Counsel for the City ( Change and list these in the order of reporting?)

### 4. EMPLOYEE CLASSIFICATION

- The classification of the position an employee holds with the City may affect the status of obligations or benefits associated with his/her employment. The primary classes of employees are:
- ELECTED OFFICIALS
- Elected Officials are not considered regular employees. Elected Officials receive employment benefits as identified in an ORDINANCE adopted by the City Council.
- FULL-TIME REGULAR EMPLOYEES
- An employees whose typical work schedule calls for at least 140 hours of scheduled work during each 30 calendar-day payroll period is classified as a Full-Time regular employee. Full-time regular employees shall receive all employee benefits provided by the City of New Meadows as such benefits now exist or may be subsequently changed.
- PART-TIME REGULAR EMPLOYEES
- Employees whose typical work schedule calls for less than 139 hours of scheduled work during each 30 calendar-day payroll period are classified as Part-Time Employees. Part-time regular employees shall receive reduced employee benefits in accordance with policies adopted by the City Council and certain mandatory state benefit programs.
- CASUAL / SEASONAL EMPLOYEES
- Employees who provide services for The City of New Meadows on an irregular or temporary basis or whose scheduled hours of employment for the entity are typically fewer than 20 hours in each payroll period are classified as casual/seasonal employees. Casual employees will receive no benefits provided to regular employees, except those required by law or those provided by express written authorization of the Council.
- PROBATIONARY / INTRODUCTORY EMPLOYEES
- An employee whose performance is being evaluated to determine whether further employment in a specific position or with the City is appropriate are classified as a

Probationary / Introductory Employee. Employees who satisfactorily complete the probationary period will be notified of their new employment classification.

- **TEMPORARY EMPLOYEES ( Add/ Seasonal?)**
- An employee who is hired as an interim replacement, to temporarily supplement the work force, or to assist in the completion of a specific project are classified as a Temporary Employee. Employment assignments in this category are of a limited duration. Employment beyond any initially stated period does not in any way imply a change in employment status. Temporary employees retain this status unless and until notified of a change. While temporary employees receive all legally-mandated benefits (such as Worker's Compensation insurance and Social Security), they are ineligible for all of the City's other benefit programs.

- All content maintained by New Meadows

**(Should there be another type of employee added? Part-time Non- Regular?) Someone who works less than 20 hours a week?)**

City of New Meadows

# Comprehensive Plan

DRAFT

Updated 2020

# Acknowledgments

## **Mayor**

Julie Good

## **City Council**

Jeff Parnett

Shiloh Ryker

Darla Weber

Darbey Edwards

DRAFT

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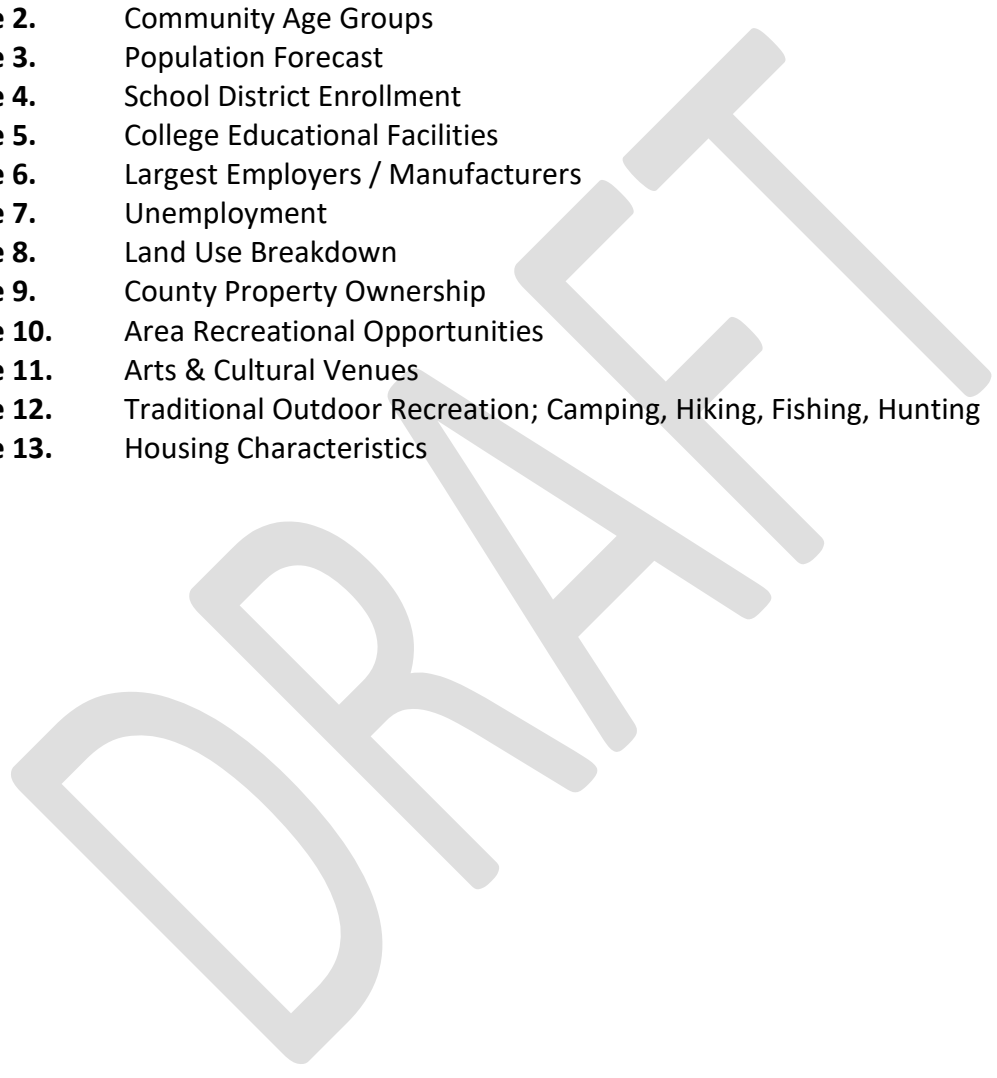
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# Introduction

## About the City of New Meadows

The New Meadows Comprehensive Plan sets forth the vision of the city of New Meadows for its future growth. It is the intent of the City Planning and Zoning Commission and City Council to use the plan as a guide in carrying out responsibilities under state law. With the support of New Meadows citizens and the cooperation of other agencies, the plan will be made a part of the working tools necessary for continued orderly growth and development. The plan is also intended to provide private individuals and businesses with a reliable way of predicting future land use patterns in the city.

Citizens of New Meadows have always enjoyed many community advantages. It is now proper to consider what the city will be like for future generations. This plan can be an important means for retaining the good things of life that the city now affords, and for integrating new improvements and city expansion. New Meadows residents cannot optimistically assume that – if left alone – the natural process of growth will automatically result in benefits and advantages for all. The only realistic and responsible course lies in a deliberate and consistent planning process.

The city intends to guide and direct changes so that the community retains as many of its traditional benefits and advantages as possible. At the same time, it seeks to avoid potential dangers: overcrowding; congestion; hazards to health and peace of mind; loss of a sense of community, identity, and neighborliness; spoilage of natural scenery; and general deterioration of living quality that can accompany growth.

On March 12, 2018, the New Meadows City Council adopted Resolution 241-2018, a Mission Statement for the City of New Meadows:

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

New Meadows' future growth and change provide an opportunity. It is possible now to act so that the end result is a quality living environment.

## Setting

The community of New Meadows is located in the northeastern part of Adams County on the bank of the Little Salmon River. U.S. Highway 95 (US-95) North and State Highway 55 (SH-55) intersect at the north-central part of the city. With an elevation of approximately 3,868 feet, the community enjoys a favorable summer climate and often a long and sometimes harsh winter season.

The Meadows Valley provides a broad and fertile setting for New Meadows. The city is a residential community that also serves as a trading, social, and economic center for the surrounding countryside. In addition, New Meadows sits in the center of the Heartland area, which has a rich historical and cultural heritage and a strong sense of local identity. The city's location also provides accessibility

to the numerous advantages of the nearby mountains, lakes, and recreational areas.

## **Settlement and Growth**

The first settlers in the New Meadows area were trappers and prospectors, who came to the area in the early 1800s. Settlers first came to what is now Adams County in 1873. By 1884, there were settlers in each of the three major valleys of the area. In 1890, the county received a boost in population from mining activities in the Cuprum area. Mining declined in the early 1900s and copper production ceased in 1951. The mining produced approximately \$1,000,000 in copper, lead, gold, silver, and tungsten.

Adams County was created by an act of the State Legislature on March 11, 1911. The county had previously been a part of Washington and Ada Counties. It borders Idaho County on the north, Valley County on the east, and Washington County on the south; it is bordered on the west by the state of Oregon. Adams County is one of the smallest counties in the state, having an area of only 873,408 acres.

New Meadows was founded around 1910, when the Pacific and Idaho Northern Railroad arrived in the vicinity. Many of the Meadows merchants felt that New Meadows would be the center of economic growth and moved businesses and buildings to the new town. The townsite was platted by Stuart French of the Coeur d'Or Development Company in 1910.

New Meadows was incorporated in 1912, and has continued to grow as a timber, trading, agricultural, social, and educational center throughout the twenty-first century.

Pace of growth has been low to moderate, which has helped to enhance the quality of life and to sustain a rich community tradition and heritage.

# Implementation

## Introduction

Implementation is the phase of the planning process that makes the goals and policies as stated in the Comprehensive Plan become realities. The Comprehensive Plan must be implemented in order for its goals and policies to achieve the desired result of influencing future city development.

The New Meadows Comprehensive Plan reflects a 10-to-15-year time horizon. This planning period allows adequate time to implement new development ordinances, land-use patterns, transportation networks, and facility plans. Capital improvement funding strategies, funding sources, planning techniques, and plan review are important facets of the plan's implementation success.

## Implementation Methods

There are several important planning tools that can help implement this Comprehensive Plan.

### ***Zoning & Subdivision Ordinance & Zoning Map***

The policies of the Comprehensive Plan establish a framework for the zoning and subdivision ordinances and zoning map. The ordinances establish the conditions under which land may be used and define future land-use development patterns. Existing uses of land and buildings are permitted to continue – even if they are not in conformance with the associated land-use ordinances. The zoning map shows the locations of districts in which various residential, commercial, and industrial uses

will be located to form a compatible arrangement of land uses.

It is the City Planning and Zoning Commission's duty to review all new development proposals to ensure compatibility with the city zoning and land development ordinances that are adopted in accordance with the Comprehensive Plan. It is then the City Council's responsibility to conduct the same review, with the benefit of the City Planning and Zoning Commission's recommendations and make the final decision on a particular development issue.

Idaho state law requires that all zoning districts be in accordance with the adopted Comprehensive Plan. Therefore, any permit issued by the city in compliance with the standards of a zoning ordinance adopted under the Comprehensive Plan should be considered by the governing body to be in accordance with the Comprehensive Plan.

Subdivision regulations establish various standards for the subdivision of property and protect prospective homeowners by ensuring that they are purchasing a standard lot, that they have access to a street built to adequate specifications, that adequate facilities and utilities have been installed, and that the public services of parks, schools, and pathways are given consideration. The regulations also ensure that new subdivisions will be an asset instead of a liability, if and when annexed by the city.

### ***Community Involvement Program***

The public should be involved in the city's planning decisions. Based on public guidance, the City Planning and Zoning Commission and the City Council make their

decisions. This means that the decision process begins and ends with citizen involvement. All New Meadows citizens are encouraged to contact city leaders at any time to review the Comprehensive Plan and implementation policies.

**Capital Funding Sources**

The funding options available to municipalities in Idaho for implementing a Comprehensive Plan include the following categories:

- Community fundraising
- Connection fees
- Business improvement district
- General obligation bonds
- Revenue bonds
- Enterprise funds
- User fees
- Local improvement districts
- Tax increment financing
- State grants
- Federal grants
- Private foundations
- Private donations
- Exaction fees
- Permits and licenses
- Franchise fees

**Comprehensive Plan Amendments**

From time to time, changing conditions will result in a need for Comprehensive Plan amendments, which should be carefully considered.

The Land Use Planning Act (67-6509), provides for amendments to a Comprehensive Plan. The City Council or any group or person may petition the City Planning and Zoning Commission for a plan amendment at any time. On its own initiative, the City Planning and Zoning Commission may also originate an amendment to the Comprehensive Plan.

However, amendments to the Comprehensive Plan can only be considered by the governing body (City Council) not more frequently than every 6 months.

**Implementation Goal Statement**

The New Meadows Comprehensive Plan and related ordinances will be considered “working documents” and implemented by citizens and city leaders to shape the future of New Meadows.

**1 Policies**

- 1.1 Maintain zoning and subdivision ordinances in conformance with the adopted Comprehensive Plan.
- 1.2 Charge the City Planning and Zoning Commission as the agency responsible for reviewing the status of the implementation actions and analyze the relevance of the Comprehensive Plan, including recommending any amendments to the City Council on an as-needed basis.
- 1.3 Require that the City Planning and Zoning Commission budget include funds for the review of the adopted Comprehensive Plan.
- 1.4 Require that the review of the Comprehensive Plan include public hearings to promote a better understanding of the Comprehensive Plan and its purpose by all parties.
- 1.5 Participate with Adams County to better coordinate planning efforts on a regional basis.

# Property Rights

## Introduction

The protection of private property rights is an important issue in the city of New Meadows. To that end, land-use management should be as simple, straightforward, and understandable as possible. Any condition on the exercise of private property rights should be limited to those that are essential to protect the public health, welfare, and safety, or to promote the achievement of the overall goals of the citizens of the community. In addition, implementation strategies must recognize the right and protection (grandfather status) of all legally existing buildings, structures, and use of land.

## Background

The Fifth Amendment of the United States Constitution provides that private property shall not be taken for public use without just compensation. Article 1 and 14 of the Idaho State Constitution provides as follows:

*Private property may be taken for public use, but not until a just compensation, to be ascertained in the manner prescribed by law, shall be paid therefore.*

Thus, under both the federal and state constitutions, private property may not be taken for public purposes without payment of just compensation.

## Issues

In many cases, land is an individual's single largest asset and the ability to use it or convert it through sale or trade is critical to the individual's financial well-being.

Some people strongly feel that they should be able to do whatever they wish with their land. Just as strongly, other people believe that they should have the right to exclude or place conditions upon certain types of development within their community. The conflict is intensified by the fact that what may be attractive to one individual may be objectionable to another.

There is a delicate balance of individual private property rights and community responsibility. One person's exercise of his or her rights must be considered in light of another person's rights.

Private property rights encompass not only the right to develop, invest, achieve, and profit from property, but also the right to hold and enjoy property as well. As population increases and a greater number of people live nearer to each other, the opportunities for land-use conflicts become greater. Property rights must balance the individual's desire to "do whatever I want with my land" with a respect for the property rights of neighboring owners.

## Private Property Rights Goal Statement

All land use decisions made pursuant to this Comprehensive Plan shall protect the fundamental property rights of all residents.

### 1 Policies

- 1.1 Private property shall not be taken for public use without just compensation.
- 1.2 Property rights of landowners shall be protected from arbitrary and discriminatory actions.

- 1.3 No person shall be deprived of private property without due process of law.
- 1.4 Land-use development regulations should be designed to protect the health, safety, and welfare of the community, avoiding any unnecessary conditions, delays, and costs.
- 1.5 The protection and preservation of private property rights should be a strong consideration in the development of land-use policies and implementation of standards and regulations.
- 1.6 The Comprehensive Plan and implementing ordinances should provide existing and future landowners with confidence and certainty regarding the areas and densities of development and development requirements.
- 1.7 The city should encourage property owners, as stewards of the land, to use their property wisely, and maintain it in good condition for future generations.
- 1.8 The city should ensure that city land use actions, decisions, and regulations do not cause an unconstitutional physical invasion or occupation of private property.
- 1.9 The city should ensure that city land use actions, decisions and regulations do not effectively eliminate all economic value of the private property or impose a substantial and significant limitation on the use of the property.

# Community Design and Special Sites

## Introduction

Visual quality is important to the well-being of New Meadows. Site amenities, such as views, have a direct effect on market values of land. Downtown centers provide the community with a distinct identity. Parks and open space allow residents and visitors to relax, socialize, and recreate. Visual character is a significant portion of what defines a city's quality of life and aids in the restoration and maintenance of community pride.

The community design component of this plan attempts to define the visual character of New Meadows and to provide a means of protecting and enhancing this unique character. This component of the plan also discusses special areas and sites of historical and visual significance.

## Inventory

### *History*

New Meadows lies at the south end of a beautiful open meadow surrounded by the wooded mountains of the Payette National Forest. The contrast of the wide meadowland against the background of these mountains provides dramatic scenery in all seasons.

New Meadows is a pleasant mountain community consisting of approximately 350 acres. The city and its vicinity have a rich history of cattle ranching, railroad, logging, and mining.

The Pacific and Idaho Northern's rails first arrived in New Meadows in 1911. The railroad company planned an extension to

Lewiston via Grangeville, Idaho, or to Missoula, Montana, but that goal was never realized. The location of a \$30,000 brick depot did, however, cause the population to shift westward from Meadows to New Meadows. The train made a round trip from Weiser six days a week, and in 1930 a round trip ticket cost \$3.00. Union Pacific acquired the line in 1936 and abandoned the northern end of the line (from Tamarack to New Meadows) in 1979.

### *Sites*

The Department of the Interior's historical registry lists the following as historical sites in the New Meadows area:

- Hartland Inn
- Packer John's Cabin and County Park
- Old Meadows School
- Union-Pacific Depot Building
- Odd Fellows

The U.S. Forest Service also has some cabins designated for preservation, all within the Payette National Forest. The U.S. Forest Service lists the following mining camps and ghost towns in the vicinity:

- Black Lake Town
- Cuprum
- Paradise
- Placer Basin
- Rankin's Mill
- Ruthberg

A number of archeological sites have been mapped and locations are on file with the U.S. Forest Service, such as the DeMoss Archeological site, which has been carbon-dated at 6,000 years old.

### **Future Conditions**

Population projections have not in the past indicated an intense amount of growth for New Meadows. However, the city should continue to act to preserve its character and sense of community for future generations.

### **Character**

New Meadows has a small community character that is appreciated by its residents and surrounding county residents. By enhancing this attractive character, the town could retain its present residents and attract new residents who seek the special rural lifestyle that the city of New Meadows provides.

### **Entryways**

Roadways entering New Meadows, greeting residents and visitors to New Meadows are referred to as entryway corridors. City entryways include:

- Highway 95 from the west
- Highway 95 from the north
- Highway 55 from the east

Great care should be taken when planning for development at these entryways. These corridors are the community's "front door." The corridor's appearance provides the first and often the most lasting impression of the entire community.

### **Downtown**

Travelers traveling north and south along Highway 95 and Highway 55 must pass through the city of New Meadows. This is a commercial resource that the city of New Meadows could tap into by enhancing its character. Downtown development organized to accommodate a general theme could help draw travelers to the community's restaurants and other amenities.

## **Community Design Goal Statement**

To enhance the small-town identity of the New Meadows Community by providing a safe, clean, and healthy environment through responsible planning and preservation of our natural resources and amenities.

### **1 Policies**

- 1.1 The city should support the effort to preserve and protect the New Meadows area historical buildings and sites for future generations.
- 1.2 The city should encourage development regulations (such as setbacks, lot sizes, and street widths) that compliment and enhance existing residential and commercial development.
- 1.3 The city should encourage community volunteer beautification events.
- 1.4 The city should give special attention to the major entryways into New Meadows, ensuring a positive image for the community.
- 1.5 The city should designate a downtown enhancement committee.
- 1.6 The city should seek funding sources to help with the enhancement of the downtown area.
- 1.7 The city should promote and preserve open space areas within our community, and work to preserve area wildlife and birds.
- 1.8 Parks should be developed within easy access to all residents of the city.

1.9 Consistent landscaping, street lighting, and street furnishings should be planned and implemented for the commercial district, public lands, sidewalks, and/or rights-of-way, while respecting the rights of property owners.

1.10 The city should develop a sign ordinance to be compatible with new and remodeled structures.

1.11 The city should recognize that economic development through visitation, tourism, and economic growth are outgrowths of an active policy of protecting, preserving, and interpreting historic and natural resources.

1.12 All new large, multi-family, commercial, and industrial development should be reviewed by the city for good visual design in the site plan.

Site review can be administered through a special committee of the Planning and Zoning Commission established for that purpose or by the city staff. Site arrangements including ingress and egress, parking design and location of buildings, signage, lighting, and landscaping should be the focus of such review.

1.13 A tree planting program should be developed and implemented, for public lands, sidewalks, and/or right of ways.

The tree variety used in the program should be appropriate for the climate and soils of New Meadows. The trees

should require minimal maintenance and be sturdy and disease resistant. They should have a root structure that will not interfere with nearby utilities, storm drainage, and sidewalks.

# Population & Growth

## Introduction

Public development policies concerning the timing, location, and construction of all services and facilities are based on population distribution and anticipated growth patterns. An understanding of the physical, social, economic, cultural, and political environments that influence New Meadows' growth is necessary to develop realistic land-use plans.

Research, background inventory, data collection, and analysis of population and growth aim at understanding the demand that will be placed on the city's land resource and the capacity of the city's land and services to support the growth. This data is then used to develop other portions of the plan and to plan for the desired community.

A variety of demographic sources were used to present the most likely future population and growth scenario. Additional information concerning county population forecasts is available in Idaho Power's County Economic Forecast.

Population forecasting is not an exact science and economic conditions frequently change, significantly influencing population levels. However, these population forecasts are important in understanding and planning for the future New Meadows. Population forecasts help city decision makers plan for future city needs such as infrastructure, housing, land use, and transportation. The population forecasts help ensure that the various elements of the Comprehensive Plan (such as land use, housing, and

transportation) are consistent with each other.

## Existing Conditions

The three population centers in Adams County are New Meadows, Council, and Indian Valley. New Meadows is Adams County's second largest city, with a 2020 population of \_\_\_ residents (U.S. Census). The New Meadows estimated population consists of approximately \_\_ percent of the Adams County 2020 population (\_\_\_). Comparative historical populations of New Meadows and Adams County are shown in Table 1.

**Table 1. Historic Populations**

	1980	1990	2002	2010	2019
New Meadows	576	534	509	496	507
Adams County	3,347	3,254	3,428	3,976	4,250
Percentage of County	17.2%	16.4%	14.8%	12.4%	11.9%

Source: Idaho Department of Commerce (2019) / Idaho-Demographics.com

## Age Groups

An important demographic indicator is the change in age groups residing in New Meadows. Table 2 indicates a substantial increase in the 45 to 64-year old population (1990-2000). The median age has increased from 29.6 years in 1970 to 36.2 years in 2000, and **again to 49 years in 2019.**

**Table 2. Community Age Groups**

Age	1980	1990	2000	2010	2019
Under 5	55	46	33	38	49
5 to 19 years	133	126	134	110	55
20 to 44 years	237	209	185	153	39
45 to 64 years	89	53	128	141	186
65+ years	62	54	53	46	124
Median Age	29.1	31.7	36.2	35.9	49

Source: Idaho Department of Commerce (2019)

**Table 3. Population Forecast**

	1980	1990	2002	2010	2019	2030
City <sup>1</sup>	576	534	509	496	507 <sup>2</sup>	532 <sup>4</sup>
Adams County <sup>3</sup>	3,347	3,245	3,428	3,976	4,250 <sup>2</sup>	4,525 <sup>4</sup>
Percentage	17.2%	16.4%	14.8%	12.4%	11.9%	11.7%

<sup>1</sup> U.S. Census  
<sup>2</sup> Idaho demographics.com  
<sup>3</sup> Idaho Department of Commerce  
<sup>4</sup> Based on average history

### Education

In 2017, 89.2 percent of city residents over 25 years of age were high school graduates and 8.8 percent were college graduates with bachelor’s degrees or higher.

### Income

In 2001, the per capita income in New Meadows was \$22,304 and the median household income in 2010 was \$31,417. In 2017, the per capita income in New Meadows was \$18,360 and the median household income in 2017 was \$33,931.

### Future Conditions

Population in the city of New Meadows forecast is difficult to attain. Growth or stagnation is contingent on many factors, including employment, available housing units and national trends.

### Population Goal Statement

The citizens of New Meadows desire to maintain the existing quality of life and plan for stable growth that is consistent with the city’s character and within the fiscal capability of the community.

#### 1 Policies

1.1 Unimproved land within the New Meadows city limits should be developed and used in order to maximize public investments and

curtail development into the surrounding meadow lands.

1.2 The city should not approve new residential subdivisions nor commercial or industrial developments without city services (e.g., water, sewer, etc.) available at the time of final approval.

1.3 The city should plan for adequate municipal water and sewer service to meet the needs of planned growth. The city should also maintain ordinances that make the cost of adding new subdivisions to the city’s system the responsibility of the developer.

1.4 The city should review and update land development ordinances (e.g., zoning, subdivision, etc.) to use as tools to manage new growth.

1.5 The Comprehensive Plan should be revised to accommodate managed growth on an as-needed basis.

1.6 The city should encourage coordination with Adams County regarding planning for areas outside of the community, to address regional growth and support the New Meadows Comprehensive Plan.

1.7 Population growth will be limited to the city’s ability to provide services and to maintain a quality living environment.

1.8 Population growth projections for the coming years will be analyzed as a part of the city’s annual budget process to determine a need and cost for expanding city services.

# School Facilities

## Introduction

Meadows Valley School District #11 offers a progressive learning opportunity for students in pre-school through grade 12 (pre-k-12) for New Meadows students and county resident students. The district, governed by an elected board of trustees, oversees one school located in the city of New Meadows.

**Table 4. School District Enrollment**

District	Enrollment 2005	Enrollment 2011	Enrollment 2019	Enrollment 2020
Meadows Valley	283	159	165	178
Council	198	227	261	263

Source: Meadows Valley and Council School districts, public school review.com

This component of the Comprehensive Plan provides the inventory of existing conditions for the public school system serving the New Meadows community. It will also discuss school transportation issues for students.

## Other Education

Both public and private schools in the McCall area also serve some Meadows Valley students. These include Barbara Morgan Elementary, Crestline Academy, North Fork School, Payette Lakes Middle School, McCall-Donnelly High School, University of Idaho Outdoor Science School, and Heartland Alternative High School. Various pre-schools are also available in the McCall area.

## Existing Conditions

The New Meadows Valley School, completed in 1970, was initially a facility for elementary and secondary students. In 1977, the district relocated the junior high school students to the Meadows Valley school. Today, pre-k-12 students are taught in one school building – the Meadows Valley School.

Treasure Valley Community College in Ontario, Oregon is the nearest junior college at a distance of 87 miles from the city. Boise State University, Northwest Nazarene College and Albertson College are the nearest four-year colleges. They are within 140 miles of the city. See Table 5.

Adams County is divided into two school districts: Council School District and Meadows Valley School District. The Council School District is the largest, with a student enrollment of 263 students as of September 2020. The Meadows Valley School District has a current enrollment of 178 students as of September 2020. See Table 4.

**Table 5. College Education Facilities**

School	Distance (miles)
McCall College	14
Treasure Valley Community College	87
Albertson College of Idaho	112
Northwest Nazarene	119
Boise State University	119
College of Western Idaho	126

Starting in 2020, the availability of extracurricular activities and sports at McCall / Donnelly school has resulted in students traveling outside Meadows Valley for elementary and secondary education.

cultural benefit of New Meadows area residents.

## Transportation

All city resident students travel to school by foot, bicycle, or personal vehicle. Meadows Valley District has two buses for transporting school district resident students to school and school activities. A regional transit system has been in operation in 2009-2011 but has since lost its funding to travel to New Meadows. McCall Transit, a subsidiary of Treasure Valley Transit, provides transportation services throughout McCall to Cascade and the coordination of a transit system in Meadows Valley could potentially connect with that system.

- 1.5 The city should encourage families to participate in local education opportunities in order to create greater community involvement and support funding local programs.

## School Facilities and Transportation Goal Statement

To coordinate and cooperate with the school district in the development of the community's educational facilities.

### 1 Policies

- 1.1 The city and the school district should coordinate development activity in a manner that contributes to the quality of life in the community.
- 1.2 The city should encourage properties adjacent to the school buildings to be developed in a manner that minimizes potential conflict.
- 1.3 The city should encourage land-use regulations that provide safe pedestrian and bicycle access for school children.
- 1.4 The city should encourage technical, vocational, and adult education opportunities for the educational and

# Economic Development

## Introduction

Similar to many rural areas in the United States, the economy of New Meadows in the past has depended heavily upon natural resources, namely logging and mineral products.

The first settlers in the New Meadows area were trappers and prospectors, who came to the area in the early 1800s.

New Meadows was founded in 1911, when the Pacific and Idaho Northern (P&IN) Railroad arrived. Many of the merchants in the city of Meadows felt that New Meadows would become the center of economic growth and moved their businesses and buildings to the new town.

The New Meadows townsite was platted by Stuart French of the Couer d'Or Development Company in 1910. A large railroad depot, hotel, residence, and school were included in the ambitious plan, as well as a large park and a horse racetrack. The brick buildings were completed by 1912. New Meadows consisted of 25 businesses, including a bank and newspaper. The large hotel was destroyed by fire in 1929. Later, the size of the original park plan was reduced.

The P & IN Railroad provided the community with daily passenger service, bringing early tourists to the area to enjoy the community, surrounded by lovely mountain scenery. The Meadows Valley Hotel, costing about \$56,000 to construct, consisted of 53 rooms that accommodated hunters, commercial travelers, and tourists.

Boise Payette Lumber company moved to New Meadows in 1940. The company homes were relocated from the community of MacGregor to the Wiston Addition in New Meadows, later known as Morgan Town. With the addition of the company houses, the residential area of New Meadows doubled in size.

Over the next 30 years, the population remained stable, supported by the timber and ranching industries.

The 1990s and early 2000s have seen a steady decline in employment opportunities, due mainly to the slowdown and closure of timber and other agricultural industries, rural health care facilities, and other smaller businesses **and the loss of a local grocery store**. The job losses have led to smaller school enrollment and a decrease in population figures.

## Existing Conditions

### Employment

The largest employers and manufacturers are (See Table 6):

- The logging and log-chipping operations of J.I. Morgan, Inc.
- Logging contractors
- Evergreen Forest Products
- U.S. Forest Service
- School District #11

- Idaho Transportation Department District #3
- County Road Department

**Table 6. Largest Employers / Manufacturers**

Name	Product or Service	Employees 2013	Employees 2020
Forest Service	Forest Management	Temporary: 41 Permanent: 44 Total: 85	Temporary: 16 Permanent: 55 Total: 71
Evergreen	Lumber mill CO Generation	60	65
J.I. Morgan	Logging & Trucking (Seasonal)	35	30

**Unemployment**

Throughout most of the 1980s, the Idaho economy experienced high unemployment primarily as a reflection of the tentative mining and timber industries. A new trend in regional diversification to tourism, services, and manufacturing has slowly turned around the high unemployment rate. Table 7 demonstrates comparative unemployment rates for 1990.

**Table 7. Unemployment**

Year	New Meadows	Adams County	Idaho
1990	21%	13.3%	5.8%
2000	18%	7.7%	4.9%
2010	15.6%	21%	8.5%
2018	4.5%*	5.5% **	2.5% **

Sources: 1990, 2000, 2010 Census  
\*WorldPopulationReview.com  
\*\*Bureau of Labor Statistics 2018

**Local Business**

The New Meadows area offers a variety of services catering to local and tourism demands. There are provisions for overnight accommodations, convenience stores, restaurants, bars, and gas stations. Also available are hair styling salons, sporting goods, lumber and hardware, electrical maintenance, storage units, mechanical services, banking services, auto parts, **espresso shops, second-hand** stores, a sandwich shop, livestock feed store, fast food drive-up, full service **bookkeeping and**

**business services, computer / technology** service, realtors, **two** churches, **taxidermist,** and small construction companies.

With the opening of the city’s new light Industrial Park in May 2004, four new businesses were added or expanded: a towing and **automotive** repair company, a pocket door manufacturer, and a custom meat processing shop. **A local excavation company is renting land behind the industrial park building for his shop.** Other businesses have expressed interest in locating here if the facilities become available. New Meadows offers health services consisting of one medical clinic and ambulance service. The Fire Department is staffed by volunteers. In addition to traditional library services, the Meadows Valley Public Library also offers Internet access, child and adult programs, videos, database access, tax forms and information, **community travel programs,** and proctoring of exams.

New Meadows Senior Citizens provides **two** meals a week and transportation to McCall and Ontario as well as transportation to the center, and home meal delivery to shut-ins.

Services that citizens would welcome into the community include:

- Car wash
- Availability of dry goods
- Bakery
- Gift shops
- Office space
- Veterinary clinic
- Bowling alley
- Recreation center with gym
- Pharmacy
- Movie theatre
- Recreational equipment rental business
- Day care
- Laundry / dry cleaning service

## Future Conditions

Population and employment remained stable up to the early 1990s. In 1992, the tourism growth in McCall began to overflow to the Meadows Valley. This is demonstrated by the residential developments around the valley floor, and by the shortage of available rentals and housing in New Meadows. This shortage prompted the first subdivision in New Meadows since the Wiston Division (also known as Morgan Town).

The potential for economic development in New Meadows is excellent. Located at the crossroads of State Highway 55 and US-95, which provide convenient access to mountain living and recreation, New Meadows economic future is assured. Preserving the scale and small-town flavor will be the challenge for the community.

## Economic Goal Statement

To promote and preserve a vibrant, diverse economy with an emphasis on providing goods and services that will enhance the civic, social and cultural life of those who live and work in the area while providing opportunities for visitors to discover local business at its best.

### 1 Policies

- 1.1 The city should reserve and designate sufficient land to fulfill the community's industrial, retail, and commercial needs.
- 1.2 The city should increase facilities to accommodate more businesses in the community's industrial park.

- 1.3 The city should provide a safe arterial road for the light Industrial Park.
- 1.4 The city should recognize the importance of maintaining all funds generated through the light Industrial Park to further its development.
- 1.5 The city should encourage transportation improvements that will support commercial business and housing developments in New Meadows.
- 1.6 The city should encourage efforts to develop and maintain quality neighborhoods and housing, which are recognized as basic infrastructure requirements of economic development.
- 1.7 The city should support business development by maintaining adequate city services, including promoting handicap accessibility.
- 1.8 The city should support new economic development that respects the importance of the area's natural resources.
- 1.9 The city should explore ways of establishing a transit system to neighboring communities and resorts.
- 1.10 The city should encourage excellence in the local businesses while recognizing the availability of necessary services in McCall and the surrounding area.

# Land Use

## Introduction

The land use element of this plan assesses existing land uses (residential, commercial, and public) and plans for managed and future growth within the boundaries of New Meadows. **The land use component of the city’s Comprehensive Plan provides a solid foundation from which the other components, such as population, transportation, and public utilities, can be developed.**

The land-use **component** considers the general arrangement, location, and appropriate density of land uses, current development trends and anticipated community changes. The future land-use map in Figure 1 below represents the community’s goals and visions for future development. **As our area continues to feel pressure to develop more land for increased housing options, consideration of good stewardship for local lands continues to be a priority.**

**Land for development is available within the city and the surrounding area. The city is just beginning to experience development pressure.**



## Existing Conditions

### Local

New Meadows has approximately 350 acres within the corporate limits. The community is designed in a grid system pattern with standard blocks of approximately two acres in size. Overall patterns of development in New Meadows are fairly concentrated within the existing street system. About 45 percent of the total acreage is either vacant or used for agricultural purposes. Streets account for 5 percent of the total, while residential uses occupy about 20 percent. **Approximately 18 percent of corporate land use is commercial, and 16 percent is industrial.** See Table 8.

**Table 8. Land-use Breakdown**

Land Use	Percent	Acres
Residential	17%	60
Commercial	16%	55
Industrial	14%	49
Mixed (Blended)	6%	22
Vacant	40%	140.5
Parks	2%	8.5
Streets	5%	15
Total	100%	350

Source: City of New Meadows

### County

Figure 1

In Adams County there are 568,573 acres of public land, which includes 474,563 acres of Payette National Forest and 36,986 acres of state-managed land. The total land area of the county is 873,408 acres. Private land ownership represents 34.8 percent of the total area of the county. See Table 9.

**Table 9. County Property Ownership**

Owner	Percent	Acres
New Meadows	0.03%	350
Federal	60.86%	531,587
State	4.24%	36,986
Private	34.8%	304,535
Total	100%	873,408

Source: Community Profile: IDOC 2005

New Meadows adopted the ordinances recommended by the City Planning and Zoning Commission for both zoning and subdivisions in 2008 and also adopted the Uniformed Building Code and attachments and has these enforced through a Building Inspector.

### Future Conditions

#### Issues

As tourism increases and state-wide population growth continues, traffic on Highway 95 and 55 will likely increase. This may lead to business expansion and demands for adequate commercial areas.

In 2019, the Virginia Street project, completed by the Idaho Department of Transportation, upgraded the street, and at the same time, the city of New Meadows added a new water line per ITD's requirements.

In addition, expansion and growth in McCall, Valley County, Adams County, and other local areas and interest in a rural lifestyle

may cause increased interest in an affordable community.

### Land Use

#### New Meadows Area of Impact

Under Idaho law, cities and counties can enter into "area of city impact agreements" to jointly administer planning and development activities in the area immediately outside the city limits. The city of New Meadows and Adams County reached such as agreement in 2010, and designated an area as New Meadows Area of City Impact, as show in Figure 1. The area includes those areas around New Meadows with potential for urban-type development. Because land in the Area of City Impact is in the proximity of the city of New Meadows, it is an area in which growth, development, and annexation may be expected to occur. Thus the Area of City Impact is a transition area, including some areas that will be annexed into the growing city, other areas where existing, scattered residential development will intensify, and still other areas where agricultural uses will continue for some time.

Procedurally, changes to the Comprehensive Plan Map land use designations for the Area of Impact must be jointly approved by the New Meadows City Council and the Adams County Board of Commissioners. The city of New Meadows Zoning and Subdivision Ordinances also apply in the impact area and are administered by the city.

City of New Meadows zone designations can be applied within the area of impact if they are consistent with the land use designations shown on the Comprehensive Plan Map. Since the usual agricultural activities are uses-of-right within the Agricultural Zone, provisions outlined in this section have little practical effect for most existing farm and or ranch uses.

### Area of City Impact Goals

1. Ensure the orderly development of land near the city of New Meadows.
2. Provide for a single comprehensive plan and one set of development regulations that apply to land in the Area of Impact.
3. Simplify planning and development by having a single jurisdiction (the city) be responsible for administering the development and approval process in the Area of City Impact.
4. Allow for the expansion of the city boundaries by assuring that development adjacent to the city is compatible with city standards.
5. Provide for the cost-effective and well-planned delivery of city services (water-sewer-streets, etc.) within these expanding boundaries.
6. Preserve and enhance the function of state and federal highways and county roads in the Area of City Impact as safe and efficient transportation corridors for various modes of transportation.
7. Protect the interim viability of agriculture in areas more distant from the city and not yet ready for urban development by minimizing conflict with scattered development yet allowing some residential development.
8. Minimize potential water, sewer, and access problems common to scattered rural residential developments, and assure that the layout of any such developments will be compatible with urban standards when eventually annexed.

9. Identify, protect, and where possible acquire lands in the Area of City Impact that will in the future be appropriate for parkland, including possible linear parks along the Little Salmon River.

### Area of Impact Implementation Policies

- 1.1 **Encourage urban developments within the city's area of impact.** Such contiguous development should be annexed so that city services (water, sewer, streets, etc.) can be provided.
- 1.2 New Meadows city sewer and water services will not be extended beyond the city limits, except in cases where the failure of existing systems has caused a public health and safety hazard, and where users so served agree to fully bear the costs of service and not to oppose future annexation.
- 1.3 Discourage development of multi-user sewer systems in the Area of City Impact. Where individual private systems are proposed in new subdivisions, assure that environmentally-sound and functional sewage systems can be developed for all parcels without undue off-site impact. Nutrient-pathogen studies may be required.
- 1.4 Require subdividers to show that any residential development that occurs is compatible with the street layout and service access requirements of later, higher density, urban development and is amendable to later re-development using city size lots.
- 1.5 Discourage both residential and commercial strip development with multiple accesses off county roads

which are, or may become, arterial streets.

- 1.6 Require that roads and intersections be designed to restrict and control vehicular access along state and federal highways in the Area of City Impact to preserve the primary transportation function of these highway corridors. Buffer requirements should be considered where industrial and commercial areas are located near major entrances to the city.
- 1.7 Allow some rural non-retail businesses beyond those ordinarily permitted in the Agricultural zone as conditional uses in that zone.
- 1.8 Within the Area of City Impact, parkland dedication (or fee in lieu of dedication) may be deferred until the parcel is rezoned to a higher density than the Agriculture zone, unless the proposed subdivision is near areas identified as a preferred open space / parkland location. (Figure 1)
- 1.9 Because land policies in the county beyond the Area of City Impact significantly affect development pressures closer to the city of New Meadows, it is the policy of the city to consider Adams County development regulations in setting regulations for the Area of City Impact.
- 1.10 The Area of City Impact should be re-evaluated regularly by the city and county to identify and add areas that have a reasonable chance of experiencing significant development and to identify and delete areas with little chance of such development.
- 1.11 New Meadows recognizes that private mechanisms such as land trusts or

conservation easements can enhance development planning and preserve environmental amenities in the Area of City Impact. The city is willing to work with landowners and developers in planning such agreements.

- 1.12 **The city's Wellhead Protection Overlay District should be considered when reviewing and planning for the Area of City Impact.**

#### **Applicability of Zones Within the Area of City Impact Policies**

- 2.1 Within the Area of City Impact, land initially zoned Agricultural (A) can be rezoned to any of the City of New Meadows residential zones subject to the following:
  - a. Land where city-type development or annexation is imminent (within five years and within ½ mile of the city limits):
    - Is being rezoned for residential purposes, such parcels will ordinarily be assigned a zone of R1 Residential or greater density.
    - Shall meet the goals and policies established for the Area of City Impact
  - b. Land more distant from the city may be developed for rural residential purposes as a stage of transition toward more dense urban development by rezoning to a Planned Unit Development (PUD) Overlay District specifically established to permit very low density of residential development in the A zoning district.
    - The PUD process, in this case, is intended to facilitate development which:

- Clusters home sites,
- Preserves environmentally sensitive areas and scenic views as open space, and
- Preserves open spaces in contiguous, farmable/ranchable tracts.
- To accomplish this, residential densities permitted in the A zone would be increased if development through the PUD process, where the actual lots created are relatively small and are clustered on less agriculturally productive land.
- Areas to be rezoned to the PUD Overlay District shall ordinarily total at least 10 contiguous acres. However, smaller tracts may be considered for such zoning where the developer can show that the land is unsuited for agricultural use for reasons such as soil, topography, or parcel configuration, and that the rezone meets the other goals and policies established for the Area of City Impact.
- While rezoning to residential densities greater than A is possible, such development is naturally limited by the availability of sewer and water, and by the City of New Meadows policy to only provide such services outside the city limits in cases of health and /or safety hazard.

industrial or commercial on the Comprehensive Plan Map. In considering any additional proposals to change the Comprehensive Plan Map and rezone land to industrial the Commission shall:

- Encourage such development adjacent to present and likely future industrial or commercial areas.
- Discourage such development within or adjacent to present and likely future residential areas.
- Require the use of buffer strips and other applicable methods to screen industrial use from highways and from other sensitive adjacent uses.
- Require road, driveway, and intersection designs that control access as needed to preserve traffic flow and safety.
- Consider the effect of such development on traffic patterns, and on city water and sewer system capabilities.

The future land-use map (Figure 1) designates land areas for general uses such as residential, commercial, industrial, mixed residential / commercial, public, parks, and open space. This Comprehensive Plan map is purposely generalized and does not follow specific property lines yet represents land use associations and patterns. Actual zoning may be different from the designated land uses if infrastructure is not readily available at the time of proposed development. The six land uses depicted by the map are not precise. Rather, the map represents a long-range generalized vision of community development. The land-use map is the result of extensive input, study, and ideas expressed by the technical advisory committee and citizens.

2.2 In recognizing land for industrial or commercial uses, first consideration will be given to land currently designated as

The commercial designation includes the land area adjacent to U.S. Highway 95 and State Highway 55. The commercial area of

the city along these routes may not be adequate for existing business and future commercial development.

Industrial development occupies 14 percent of the city. The proposed area on the Comprehensive Plan land-use map accounts for current use and will allow additional expansion as well as prohibit other forms of land use from intermingling with industry. There is adequate area inside the corporate limits to meet the proposed expansion of the industrial area.

## Land Use Goal Statement

To provide appropriate and adequate land areas for residential, commercial, and industrial developments that contain the necessary facilities and services to maintain and form a uniquely identifiable community.

### 1 Policies

- 1.1 The city should **regularly** review zoning and subdivision ordinances to ensure compatibility with the goals and policies of the Comprehensive Plan.
- 1.2 The city should adopt and maintain uniform development codes and ordinances for new construction within the city limits.
- 1.3 The city should establish procedures by which the people of the city will be informed about planning and through which their desire for future development and planning can be expressed.
- 1.4 The city should open discussions with the school district regarding future land needs for schools.
- 1.5 The city should explore ways of developing parkland and/or open space within the city limits.
- 1.6 The city should continue to develop land for recreational uses within the city limits.
- 1.7 The city should recognize the future need to annex new land into the corporate city limits and to anticipate zoning requirements for the newly annexed property.

# Natural Resources & Hazardous Areas

## Introduction

The natural resources of New Meadows include the area's climate, wildlife, geology, open spaces, vegetation, water, and air quality. Residents value the beauty of their surroundings: the mountains, valley, forests, water, and clean air.

Hazardous areas include floodplains and earthquakes. The purpose of this component of the Comprehensive Plan is to bring a balance between management and development of these resources without deteriorating the "quality of life" that is valued by the residents of New Meadows.

## Existing Conditions

### Natural Resources

#### Geography

The community of New Meadows is located in the northeastern part of Adams County. Little Goose Creek, to the south and west, feeds into the headwaters of the Little Salmon River. To the east is the West Branch of Goose Creek, which also flows into the Little Salmon River. The city sits at an average elevation of 3,868 feet.

#### Geology / Soils

The soils of New Meadows can generally be classified as alluvial deposits comprised of fine-grained clay and silt loams. These soils range in depth from two to three feet below ground line, with sandy silts typically occurring at greater depths.

#### Vegetation

The native vegetation found in and around New Meadows includes mountain brome, Idaho fescue, bluegrass, and bunchgrass.

#### Climate

U.S. Weather Bureau records show an annual average temperature for New Meadows of 41.3 degrees Fahrenheit (F). The extremes in temperatures are a high of 104 degrees to a low of -50 degrees F. The average number of frost-free days is 71.

#### Air Quality

The high valley of New Meadows provides the perfect setting for what is commonly known as mountain fresh air. Clear, clean, and crisp to the senses, this should be considered one of the most valuable resources for the community. In the winter, air inversions occasionally. The standard definition of inversion is: reversal of the usual order or natural order of the weather pattern. In the spring and fall, controlled burns of underbrush by the U.S. Forest Service in surrounding hills can have an effect on local air quality. In the summer, the air can become heavy with dust caused by the dry unpaved roads in the city.

#### Water

##### ▪ **Surface Water**

A stretch of Little Goose Creek lies within the southern portion of the New Meadows City Limits. This waterway and the other creeks that surround the city are a prime habitat for wildlife and should be considered a valuable resource for the community.

##### ▪ **Groundwater**

Presently, the city is providing potable water to all residents within the city limits. The source of the water is an aquifer that is located about 600 feet below the surface.

The city currently has two wells that provide it with water. These wells combined pump over 750 gallons of water per minute. The current peak usage is 350 gallons per minute, allowing about 400 gallons per minute for future development.

In the fall of 1996, the city completed a \$795,000 upgrade to the water system. The project included the drilling of a new well and the replacement of the old water mains and services off these new lines.

A few private wells within the city are used for irrigation. Residents outside the city have their own private wells. These wells range from 50 to 60 feet in depth.

#### ▪ **Wastewater**

In 1988, the wastewater treatment plan was upgraded. Currently, the wastewater treatment plant is operating at peak performance. With an extraction rate of about 90 percent, this plan was rated number one in the state in 1995 for operational efficiency. In the fall of 2001, the city completed a sewer system upgrade that consisted of replacing 85 percent of the collection lines, installing a rotomat screen to remove nondegradable materials, and adding aeration to the last pond of the lagoon system to help with odor control. The lines were also enlarged and deepened to allow for future expansion to the system.

In ... (land app info)

#### Wildlife

Located along the southwest edge of Meadows Valley, the city of New Meadows is surrounded with a variety of wildlife

habitat. Animals such as elk, deer, **birds**, and fox can be found roaming the valley floor. The watershed supports a collection of fish and waterfowl. All of this is an asset to the quality of life in New Meadows.

#### **Hazardous Areas**

##### Floodplains

According to the official flood insurance maps from the Federal Emergency Management Agency (FEMA) in November 2002, the portion of Little Goose Creek that lies within the New Meadows city limits is classified as Zone "A." There also is a portion of the northwest corner of the city that is classified as Zone "A." These are noted as areas within the 100-year flood; base flood elevations and flood hazard factors were not determined. FEMA maps may be viewed at the city offices.

##### Infiltration

In the springtime, the groundwater table can be as shallow as 6 inches to 2 feet below the surface. The recent sewer system upgrade took care of the high water table infiltration into the wastewater system.

##### Erosion

No soils identified as susceptible to slippage are found within the city of New Meadows.

##### Stormwater

Stormwater runoff is a problem anywhere it occurs. The city is currently improving the maintenance of the existing system with noticeable results.

With the completion of recent water and sewer upgrades, the city is now ready to address the issue of stormwater and is continuously seeking grants for improvements on its stormwater collection system and treatment process.

Earthquakes

There are no recorded faults in New Meadows at this time. However, within the past few years, faults have been found near Council and McCall. The Council fault is being termed “clearly active” and the McCall fault as “probably active.” The area is known for being very active with tremblers (small recorded amounts of movement of the earth.) This means that there is modest potential for an earthquake in the New Meadows area within the next 50 years.

Noise

Often overlooked as a form of pollution, noise can be most disruptive in a small town. Sources for high-volume noise can be found in loud music, heavy traffic, and some industries.

**Future Needs Analysis**

Meadows Valley provides an excellent natural resource base and environment for the city. Maintaining this environment is the key to retaining the quality of life that the community now enjoys.

There are several ways to accomplish this end:

- Continue to reduce costly operating expenses through the continued improvement and maintenance of existing city infrastructure.
- Develop and maintain land-use planning, ordinances, and guidelines.

**Natural Resource Goal Statement**

To manage the area’s natural resources through the development of policies that respects the area’s important natural resources.

**1 General Policies**

- 1.1 The city should recognize that its interest in preserving the quality of natural resources extends beyond the city limits.
- 1.2 The city should consider land-development policies that will protect existing natural resources.
- 1.3 The city should encourage and support mutual cooperation and communication between the city and Adams County regarding management of the area’s natural resources.
- 1.4 New development that has high impact on natural resources and requires substantial infrastructure within the New Meadows Area of City Impact should be located close to existing urban development in the city.

Through careful administration of its Area of City Impact, New Meadows can zone land outside of the city limits to avoid improper timing of development. Land farther away from the city limits should remain zoned for agricultural and rural use, while only land close to existing urban development should be zoned for higher intensity uses or for smooth transition to urban development. As development moves outward, additional lands would be zoned for urban uses as needed. (See Land Use, Area of Impact.)

Because soil conditions in much of the area around New Meadows make septic systems unacceptable except in the case of large parcels, sewer service is needed for any

concentrated development. By limiting the length of extension of water and sewer services into undeveloped land, New Meadows can more effectively direct development and maintain the concentrated nature of the community. (See Public Services, Facilities and Utilities.)

## 2 Air Quality Policies

- 2.1 The city should consider a policy that would minimize particulate pollution in the air from such sources as unpaved streets and wood burning stoves.
- 2.2 The city should work with the U.S. Forest Service to reduce the impacts of seasonal burning.

## 3 Water Quality Policies

- 3.1 The city should develop programs for local conservation and utilization of water resources.
- 3.2 The city should adopt a source water management plan to go along with the wellhead protection policy that was adopted in 1996.
- 3.3 The city should continue to look at improving the wastewater infrastructure.
- 3.4 The city should consider adopting a stormwater management policy.
- 3.5 New Meadows city sewer and water services will not be extended beyond the city limits, except in cases where the failure of existing systems has caused a public health and safety hazard, and where users so served agree to fully bear all costs of such service and not to oppose future annexation.

- 3.6 The city should discourage development of multi-user sewer systems in the Area of City Impact. Where individual private systems are proposed in new subdivisions, assure that environmentally sound and functional sewage systems can be developed for all parcels without undue off-site impact. Nutrient-pathogen studies may be required.

- 3.7 **The city's wellhead protection overlay district should be considered to minimize pollution to the city's water source.**

## 4 Wildlife / Vegetation Policies

- 4.1 The city should encourage the preservation of wildlife habitat.
- 4.2 The city should encourage new development to protect and utilize native vegetation.
- 4.3 The city should encourage timely free disposal of refuse to help mitigate fire & safety issues.

## 5 Noise Policies

- 5.1 The city should consider noise mitigation actions in all land-use decisions.

## Hazardous Areas Goal Statement

To protect the public safety, health, and welfare from hazardous areas and conditions.

## 6 Hazardous Areas Policies

- 6.1 The city should promote continued improvements to the maintenance of the stormwater drainage system.

- 6.2 The city should limit development activity in the floodplain.
- 6.3 The city should look at retention of the floodplain for future open space and parkland.
- 6.4 The city should promote awareness of potentially hazardous materials and their impact on the environment.
- 6.5 The city should promote education of citizens about area earthquake potential.

DRAFT

# Public Services and Utilities

## Introduction

Projected growth for the city of New Meadows will require not only expansion of the existing public services and utilities, but also the continued efficient maintenance of these systems. Each new development should be considered for how it relates to the overall plan. The impact on existing services must be considered along with the cost of development. Beneficial aspects of development should be given equal consideration. Through a balanced approach, the residents of New Meadows will continue to enjoy the quality of life that defines the city.

## Existing Conditions

### Public Services

#### Administrative Services

A Mayor and four City Council members govern the city of New Meadows. A full-time city clerk, who is appointed by the Mayor and approved by the City Council, performs the day-to-day tasks of record keeping, city planning, financial management, and other duties as required. **A deputy clerk is hired to assist the city clerk and provide receptionist duties, being the front office contact.** The city contracts with the Adams County Building Inspector for building inspections in the city.

#### Public Works

The city employs two full-time personnel who are responsible for the maintenance of city owned utilities and streets. As the city

expands, it is expected that the work force will also expand.

#### Legal

Legal services are preferred to be local.

#### Police

The city contracts on an annual basis with Adams County Sheriff's Department for enhanced police services.

#### Fire Protection

The Fire Department is a volunteer organization that consists of 5 to 12 members. In 1994, the Meadows Valley Rural Fire District petitioned the city to allow it to include the city limits in the fire district. The city allowed this to take place and also reduced the city's tax assessment so that residents would not see an increase in property taxes. The Fire Department has been reviewed by the Idaho Survey and Rating Bureau and received a fire rating of six (6) within City Limits.

#### Federal Post Office

The Federal Post Office is centrally located on Virginia Street, also known as U.S. Highway 95. This office offers basic services and 820 post office boxes. Another 309 patrons are also on a route. The city encourages Federal Officials to keep the post office open.

#### Library

The Meadows Valley Public Library was built in 1998. This was realized through donation of the building site by the city of New Meadows, a large monetary donation by the Mary Villani Foundation, and other donations of funds, labor, and materials by

many individuals and businesses. A library district was approved by voters and formed in 1999. The library employs one full-time and three part-time librarians; volunteers remain an integral part of its maintenance and operation.

### Parks

The city has one two-acre park. The city maintains the park.

The city should seek ways of increasing the public park system.

### **Public Utilities**

#### Telephone / Internet Services

There are multiple telephone and internet services in New Meadows **that provide a variety of cable, satellite, and DSL services.**

#### Cemetery

The cemetery is located northeast of town on Cemetery Road and is maintained by the Meadows Valley Cemetery District.

#### Electric Power

Idaho Power serves a 24,000 square-mile service area and approximately 1 million people in southern Idaho and eastern Oregon. With 17 low-cost hydroelectric projects as the core of its generation portfolio, Idaho Power's 500,000 residential, business, and agricultural customers pay some of the nation's lowest prices for electricity.

Idaho Power is an electric utility engaged in the generation, transmission, distribution, sale and purchase of electric energy and is regulated by the Federal Energy Regulatory Commission (FERC) and the state regulatory commission of Idaho and Oregon.

#### Natural Gas

The city does not have natural gas service.

#### Streetlights

Idaho Power Company provides streetlight maintenance.

#### Water

The water system underwent major improvements in the summer of 1996 and minor improvements in 2007. These improvements consisted of:

- Replacing 8,300 linear feet of water line.
- Resurfacing the inside of the water storage tank.
- Installing new pumps at well #3 and the booster station.
- Drilling well #4, constructing a well house, and adding a generator and pump.
- Abandoning well house #2.
- SCADA / Telemetry System

The cost for this project was just over \$792,000. The project was paid for with funds from a \$350,000 Idaho Community Development Block Grant and voter approval of a \$350,000 bond. The balance was paid from the city's water improvement account. With these improvements, the city is now capable of pumping 750 gallons per minute with current peak demand at just over 350 gallons per minute. This will allow the city to add future demand to the system with no immediate need for additional improvements. The city does not chlorinate the drinking water as it meets or exceeds state requirements for potable water.

#### Wastewater

Minor improvements were added in 2007 with a SCADA / Telemetry System and in the fall of 2001 saw the completion of a sewer system upgrade that consisted of the following:

- Replacing 14,000 linear feet of sewer line
- Adding a rotomat screen and building at the lagoon.

- Upgrading the aeration in pond #1 and adding aeration to pond #3 at the lagoon.

The total cost of these 2001 improvements was \$1,126,000.00. This project was paid for by voter approval of a \$500,000 bond and funds from an Idaho Community Development Block Grant for \$500,000. The balance was paid from the city's sewer improvement account.

The city began updating the Sewer Treatment Facility Plan and performed lagoon leakage testing in 2010. An Environmental Information Document is being produced and should be completed in 2013.

#### Solid Waste

One Private refuse collector provides weekly service to city residents who contract for this service. The service uses a county refuse relay station about ¼ mile southwest of the city. Private citizens may independently transport their private refuse to the relay station at no cost.

#### Recycling

The city provides land for a recycling program. **Adams County** handles the operation and maintenance of this successful program.

#### Public Buildings

Community facilities in New Meadows include a City Hall, Public Library, Emergency Services building, **Community** Center, Meadows Valley School, and **two** churches.

The P&IN Railway Depot opened with limited access in September 2012.

#### Future Conditions and Needs

It is anticipated that future development will be mainly residential. There will be need for improved additional water and sewer systems in any new development to serve

these areas. Because the city sits on the valley floor and has a high water table, there is a concern over water quality in the immediate future.

Air quality has been a concern with New Meadows residents. The anticipated growth in the area, which will increase traffic flows on the city's graveled streets, intensifies this issue. The city has addressed this air quality issue **by** adopting a Dust Abatement Plan approved by the Idaho Department of Environmental Quality.

**As the city seeks to improve capabilities that will allow for increased connectivity and improved city communication, a municipal broadband system will need to be developed.**

## **Public Services and Utilities Goal Statements and Policies**

To plan for an orderly and efficient pattern of public facilities and services to serve as a framework for existing and future development.

### **1 General Policies**

- 1.1 The city should continue to manage its resources in an economical and efficient manner as a wise steward of the community's resources.
- 1.2 The city should establish a level of public facilities and improvements that will ensure a continuing satisfactory living environment without undue maintenance costs.
- 1.3 The city should consider improvements to city infrastructure to meet existing and future demands.

- 1.4 The city should consider completing a source water assessment plan.
- 1.5 The city requires all development within the city limits to connect to the New Meadows municipal sewer and water systems and requires all development within 300 feet of existing sewer service to connect to the city's system.
- 1.6 The city requires developers to provide infrastructure and connection to the City's system, to serve their projects as a condition of approval.
- 1.7 The city should acquire parking and snow storage areas.
- 1.8 The city provides efficient public hearings, plan review permitting, and plan inspection services to support community planning and development.
- 1.9 The city should find ways of maintaining its current water and sewer and seek expansion capabilities.
- 1.10 The city should create ways for developers to provide for broadband/Internet access in new develop areas.
- 2.2 The city encourages citizen participation in supporting community-oriented policing by the creation of the Citizen Advisory Committee.
- 2.3 The city should support crime and drug prevention programs.
- 2.4 The city has supported disabled access by installing ADA compliant sidewalk entryways.
- 2.5 The city has included safety in its mission statement and considers the safety of residents in all policy making.

## Public Safety Goal Statement

To continue to provide the community with the highest possible level of protection consistent with the standards that establish the quality of life found in New Meadows.

## 2 Public Safety Policies

- 2.1 The city should strive to improve the Fire Department's rating through continued improvement to its water delivery system.

# Transportation

## Introduction

This component of the Comprehensive Plan considers the location and condition of the existing traffic circulation system. The relationship between land use and transportation is an important factor to be considered when planning for the future. The type and availability of resources are considerable factors in land-use development patterns, while (conversely) the way land is used influences the need and location of new transportation corridors.

## Inventory

### Roadway System

Public highway agencies and cities have classified roads and highways throughout Adams County according to their functional usage characteristics. Rural roads are defined as routes outside of urban areas (places with a population greater than 5,000).

This functional classification groups streets and roads according to factors of access and mobility. It divides roadways into principal arterials (for primary movement), minor arterials (distributors), collectors, and local roads.

Highway 95 and Highway 55 are designated as rural principal arterials. The remaining roadways within the city limits of New Meadows are designated local collector streets.

New Meadows has approximately 6 miles of graveled streets within the city corporate limits. The fact that these roads are gravel can lead to air quality issues in the summer months. **Peterson Memorial Avenue, which is located on the major route to school, was**

**paved in 2016.** The city has a Dust Abatement Plan approved by Idaho Department of Environmental Quality. These roads are maintained by city personnel. Roads surrounding the city limits are improved and maintained by the Adams County Road and Bridge Department (except Federal Highway 95 and State Highway 55, which are maintained by the Idaho Transportation Department, District #3).

### Airport

A state-owned airstrip is located approximately ½ mile north of downtown New Meadows. This 2,400-foot strip is surfaced with turf, and is classified as a community access airport. The strip is at an elevation of 3,908 feet.

### Alternative Transit Modes

New Meadows does not provide a specific transportation network for alternative transit vehicles, such as bicycles. The city has improved sidewalks along Virginia Street with ADA ramps and improved sidewalks.

**The Weiser River Trail, located approximately two miles outside of New Meadows to the west, provides a path for cyclists, horses, and pedestrians. The 84-mile trail follows the old P&IN Railroad and ends in Weiser.**

**West Central Mountains Economic Development Council is currently working on a Pathways project, in which they are identifying and mapping pathways for multiple forms of transportation including skiing, biking, hiking, horseback riding, snowmobiles, and more. The goal is to eventually connect these pathways to the Weiser River Trail and also possibly connect Meadows Valley to McCall via Bear Basin or other yet to be determined pathways.**

## Future Conditions

A population increase would indicate that there will be a need for additional roads in the community. Maintenance and improvement of roadways in the community may be necessary. Plans for paving the gravel city streets are currently awaiting funding for the completion of a new storm water drainage system design.

### Transportation Goal Statement

Transportation facilities designed and located for safe, efficient movement of people and goods must accompany residential, commercial, industrial, and public development while recognizing the unique character of the New Meadows community.

#### 1 Policies

- 1.1 The city should review its subdivision ordinance routinely to ensure that it effectively address transportation concerns (e.g., right-of-way widths, street widths, access control, stormwater drainage, etc.).
- 1.2 The city should encourage the design and construction of local streets that complement the traffic patterns of existing neighborhood streets.
- 1.3 The city should work cooperatively with the Idaho Transportation Department and the Adams County Road and Bridge Department to plan transportation corridors pertaining to New Meadows.
- 1.4 The city should routinely review the transportation master plan.
- 1.5 The city should prepare a plan for the order in which city streets will be paved based on traffic flow, safety, and congestion.
- 1.6 The city should construct an entrance road to the industrial park as far away from the school facilities as possible, as well as developing a safe and efficient school route for pedestrians.
- 1.7 The city should look at developing bike paths and adding additional sidewalks to improve ADA accessibility and safe routes to school.
- 1.8 The city should look at its street lighting and pedestrian safety issues.
- 1.9 The city should look at ways of establishing a transit system to neighboring communities and resorts.
- 1.10 The city should maintain the approved dust abatement plan.
- 1.11 The city should work with Idaho Transportation Department to develop an access management plan for the SH 55/95 Corridors to protect the long term capacity of the State Highway System.
- 1.12 The city should develop subdivision and design standards to establish separation distances between approaches and establish development practices that encourage site access from the adjacent local streets.

# Recreation, Parks & Open Space

## Introduction

Parks and recreational opportunities are of interest to the citizens of New Meadows and visitors to the area because of the numerous benefits provided therein. These facilities are a significant factor in contributing to the overall quality of life and attract visitors to the area. Providing for parks and recreation facilities requires the acquisition and development of land, along with funding for the maintenance of developed facilities.

## Existing Conditions

The city’s location and climate are favorable located in a large outdoor recreation area and coincide with opportunities to enjoy large recreational areas. The city has one 2-acre public park located on the main thoroughfare (Highway 95). Recreational facilities at the park include one large play structure, one swing set, and several picnic tables. Trees were planted in the park and the city encourages upkeep, maintenance, and replacement when necessary. An informational kiosk has been developed in the Dorsey Warr Memorial Park as well. Restroom facilities are available but do not yet meet full Americans With Disabilities Act (ADA) accessibility requirements.

The Meadows Valley School District 11 serves to relieve some of the park deficiency with 7 acres of school ball fields, playgrounds, and playground equipment. A 16-acres unimproved county park (Packer John’s Park) is located 4 miles east of the city.

In 2018, the Adams County Board of Commissioners approved funds to improve Packer John’s Cabin state park. Meadows Valley students created interpretive signs for each of the campsites and students and community members work each spring to ready the campground for visitors.

Area recreational opportunities include Zims Hot Springs; Ponderosa State Park (near McCall, Idaho); the Payette, Nez Perce, and Boise National Forests; Hells Canyon National Recreation Area; Tamarack Resort; Little Ski Hill; and Brundage Ski Mountain (see Table 10). New Meadows is located in an area of Idaho that offers countless outdoor recreational opportunities such as big-game hunting, back-country camping, white-water float trips, jet boating, fishing, skiing, swimming, and snowmobiling. The Weiser River Trail is also available for bicycling, walking, and horseback riding.

**Table 10. Area Recreational Opportunities**

Location	Distance (Miles)
Meadow Creek Golf Resort	2
McCall Municipal Golf Course	16
Whitetail Golf Club	14
Osprey Meadows Golf Course at Tamarack	24
Weiser River Trail	3
Zim’s Host Springs	4
Lost Valley Reservoir	8
Goose Lake Trail Head	8
Adams County Historical Depot	0
Weiser River Trail Head	3
Ponderosa State Park	12
Payette National Forest	0
Nez Perce National Forest	5
Boise National Forest	25
Hells Canyon National Recreation Area	42
Little Ski Hill	8.5
Brundage Mountain Ski Resort	12
Tamarack Resort	30

## Future Conditions

The city's current park facilities do not meet conventional park standards of one acre per 100 residents. New Meadows is approximately 4 ½ acres below this national standard. Because of the abundant open spaces in Meadows Valley, a relaxed park standard may have been appropriate. As further subdivisions and annexations to the city are approved and the city increases in population, the demand for additional parks and recreational areas will intensify. Land could be acquired through gifts, purchasing, and subdivision requirements.

Approved playground equipment should be installed or constructed for use. Additional shade and a pavilion with adequate restrooms should be provided at the city park. A major ball field needs to be established to serve boys and girls teams as well as adult ball players during the summer vacation period. Ball fields, additional shade, pavilion, and other issues are being reviewed and addressed by the Parks & Recreation Committee and an increased cooperative effort between the city, Meadows Valley School, volunteers, and local organizations. The Meadows Valley School owns and operates two baseball fields as part of the Meadows Valley Youth Sports cooperative effort between the city and other organizations.

In 2019, the Parks & Recreation Committee, and volunteers from the school and community, were able to install new playground equipment, including a large play set and new swings. These were made possible by donations and fundraising efforts within our community.

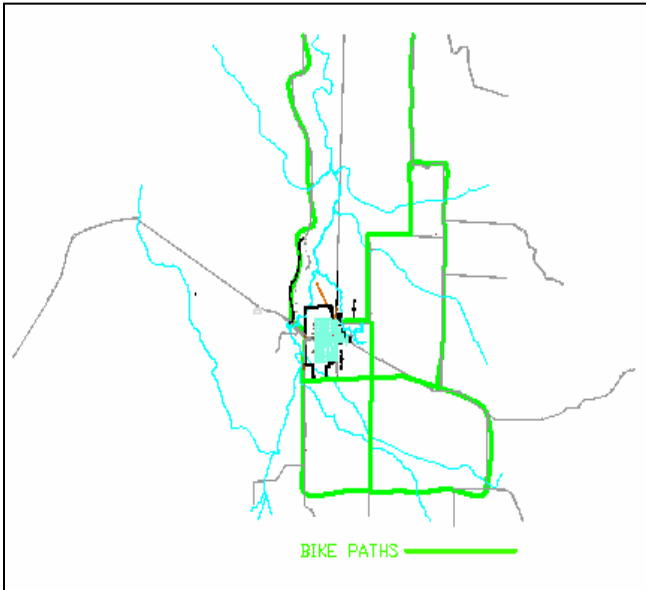
The city is considering a bicycle / pedestrian pathway system to further serve the

recreational needs of city residents (see Figure 2 – Larger system map addendum in back of plan).

*(from Andrew Mentzer):*

Regional pathways connectivity is critical to economic development, community health and placemaking efforts in the West Central Mountains. Currently, Valley County has a "singletrack sidewalks" ordinance that can be used to connect the towns of Valley County to Northern Adams County and the Weiser River Trail. This platform allows for construction of a dirt "singletrack" trail in the public road right of way, meandering along the outer edge of the roadside drainage. It allows for pedestrians to get off of the road, and encourages more hiking, biking, and recreation in the community. Between this platform and the feasibility study to connect the Weiser River Trail into downtown New Meadows, several tools will be in hand that will allow for the expansion of trail miles across the region and enhance user access for many groups. No private property should be pursued in this model, except where a willing property owner would like to see the trail cross their land, and roadway drainage and functionality will be upheld through various well-established design elements. Cost of construction and maintenance is also significantly lower than with a paved path, although winter season typically forces closure of these paths due to snow. Establishing a trail system connection from the Meadows Valley to McCall would offer several meaningful enhancements and amenities to residents of North Adams County, as well as visitors.

**Figure 2. Bicycle/Pedestrian Pathway System**



**Table 11. Arts & Cultural Venues**

<u>Location</u>	<u>Distance (miles)</u>
Adams County Historical Depot	0
Packer John's Cabin	3
Historic United Methodist Church	0
New Meadows Community Center	0
Dorsey War Memorial Park	0
Brundage Mountain Music Festival	12
Council Mountain Music Festival	23
Historical Heigho Mansion	0

**RECREATION GOAL STATEMENT**

To promote public recreation opportunities that respond to the needs of the community.

**1 Policies**

- 1.1 The city should encourage and support the continued improvements to the “restrooms” located just off U.S. Highway 95 at the city park.
- 1.2 The city should continue to plan for future park and recreational demands.

- 1.3 The city should promote the development of joint city-school-county parks and other types of recreational facilities through the Parks and Recreation Coalition.
- 1.4 The city should seek alternative financial sources and volunteer support from the community to provide professional assistance, equipment, and labor to plan and develop desired city park improvements and additional parking spaces.
- 1.5 Due to the future developments coming to New Meadows, the city should intensify the search for additional land for parks and open spaces.
- 1.6 The city should promote community recreational activities that enhance the city’s commerce.
- 1.7 The city should encourage the construction of bike and pedestrian pathways throughout the valley.
- 1.8 The city should promote and preserve open space areas within the community.
- 1.9 The city should encourage the Weiser River Trail to come to town.
- 1.10 **The city should create requirements for pocket parks and open spaces in future construction and development of residential and commercial areas.**

**Table 12. Traditional Outdoor Recreation;  
Camping, Hiking, Fishing & Hunting**

<u>Location</u>	<u>Distance (miles)</u>
Goose Lake	16
Grouse Lake Campground	18
Lost Valley Reservoir	12
Meadow Creek Pond	2
Goose Creek	3
Weiser River Trail	3
Hazard Lake Campground	33
Goose Creek Falls Trailhead	10
Fish Lake	10
Little Salmon River	8
Twin Lakes Trailhead	9
Lost Valley Creek	11
Weiser River	11
Cold Springs Campground	12
Evergreen Campground	12
Last Chance Campground	12
Brundage Reservoir	15
Grass Mountain Trailhead	25
Big Hazard Lake Trailhead	27
Burgdorf Campground	28
Brownlee Reservoir	73
Woodhead Park Campground	73
McCormick Park Campground	76
Oxbow Reservoir	87
Copperfield Park Campground	87
Hells Canyon Park	101
Wye Trailhead Campground	8

# Housing

## Introduction

The housing component of the Comprehensive Plan specifically considers the condition of the existing housing stock and the provision of a variety of housing options to meet the lifestyle and economic needs of the community.

Housing is a dominant physical feature and a principal land use in New Meadows. The community is made up of many housing types – including single-family dwellings, mobile homes, condominiums, and apartments. As the community’s population grows, the demand for housing will increase, which in turn could raise purchase and rental prices. **Affordable housing options in the West Central Mountains are greatly needed.**

## Housing Data

Table 13 lists the characteristics of New Meadows housing based on the U.S. Census.

(Table 13 will go here once census is available.)

## Types of Dwelling Units

Approximately 75.5 percent of the city’s housing stock (245 units) is in single-family dwellings. Approximately 16.3 percent (40 units) is in multi-family structures with 2 to 10 units per structure. Mobile homes, trailers, and all other types account for the remaining housing units.

## Age of Housing Stock

New Meadows has a large supply of older units. Approximately 77 percent (245 units) of the city’s housing stock is at least 25 years old, while another 11.6 percent (30 units) is between 16 24 years old according to the U.S. 2000 Census data.

## Housing Goal Statement

**The City of New Meadows will work** to provide housing opportunities within the community to meet the needs of individuals of all socio-economic backgrounds, **including** the elderly, and the disabled. **The priority is to ensure** decent and safe housing in sufficient quantity to accommodate the various housing needs of present and future residents of New Meadows.

## Objectives

- Create an environment where a variety of type, size, cost, and location of housing will be encouraged.
- Avoid unnecessary development of agricultural land or land with valuable natural or historic features by residential development.
- Encourage the upgrade and maintenance of the existing house.
- Maintain a proper environment for residential purposes in all residential zones.
- Provide for lower income housing such as mobile home parks, manufactured housing subdivisions, **tiny homes**, and manufactured housing on private lots.

## Implementation Policies

- 1.1 Specific information regarding housing availability, demand, cost, and condition throughout the city shall be monitored by the city on a continuing basis and should be coordinated with the various groups and agencies involved with residential construction in the city.

There are a number of uses for comprehensive information on housing conditions and supply within the city. Revenue estimates, population estimates and projections, market information, and grant applications are a few of the uses for the information in addition to general planning. The office staff responsible for administering the city's planning function should also be responsible for gathering and monitoring records including addition and demolition of housing units, condition of units, vacancy rates, local trends in construction and purchasing costs, rents and construction costs, and any other information useful in determining housing supply and demand. Periodic review of this information should be related to population trends and growth projections of the city's major economic bases, the tourism, agriculture, and retail trade.

- 1.2 Sufficient undeveloped land within and adjacent to the city should be available for future residential uses.

Designating land for residential uses is the first step in making lands for residential development available. Substantially more land than will actually be needed must be made available to give locational choice, to account for landowners not wishing to develop, to account for undevelopable land due to floodplains, drainages and steep slopes, and to maintain reasonable land prices. Currently within city limits there is approximately 140 acres of undeveloped land that is zoned to allow residential construction.

In addition to designing land for such use, advance planning by the city for circulation patterns and utility

extensions as suggested within the Transportation and Public Facilities elements of this plan can simplify and shorten the planning process for a residential developer.

Lengthy extension of road and utilities could encourage sprawl and needless interruption of agricultural lands and should be avoided. The city encourages a careful approach that can balance residential and agricultural needs.

- 1.3 Flexibility in developmental regulations should be provided to allow a greater variety of housing and to make more efficient use of the land.
- 1.4 The city should encourage safe, sanitary, and attractive housing that enhances the general appearance of the neighborhood and the community.
- 1.5 Excessive land requirements for residential developments should be avoided.

Land requirements for residential construction should be examined carefully by the city for excessive demands. Minimum lot size is the major land requirement. Other regulations affecting the amount of land necessary for development are minimum street and lot widths and requirements for setbacks, off-street parking, and usable open space.

- 1.6 The city should reduce street width standards for low-density residential subdivisions to avoid unnecessary costs associated with housing.

The requirement for wide residential streets increases development costs, which are passed on to the home or lot buyer. Wide streets also encourage

faster vehicular speeds through residential neighborhoods. Many communities, therefore, are looking at the possibility of lowering street width requirements in residential areas where adequate off-street parking can be assured. This might be accomplished by providing additional parking on each residential lot, prohibiting on-street parking on one or both sides, providing public parking areas adjacent to but not within the street, providing common parking areas, alley parking, or various combinations of these.

- 1.7 Potential areas for mobile home parks and manufactured housing subdivisions should be provided.

In judging property of proposed mobile home park locations, the decision-making body should consider the following items in its site plan review:

- a. Existing land use and unit density of adjoining properties.
- b. The unit density proposed in a mobile home development.
- c. The general site layout of the proposed development and its appearance in relation to the rest of the area, including unit arrangement, location of open areas, provision of landscaping, etc.

- 1.8 The city should encourage and cooperate in obtaining financially assisted housing in the community that will provide housing for those who cannot afford that provided by the normal market.

- 1.9 The city should encourage a diversity of housing types (e.g., single-family,

multi-family, etc.) and choices between ownership and rental units for all income groups in a variety of locations throughout the community.

- 1.10 The city should continue to support an open housing market free from discrimination.

- 1.11 Improvement of deteriorating residential neighborhoods should be planned and implemented through systematic programs.

Plans for a defined neighborhood area should include utility and service improvements, housing improvement projects, street and sidewalk improvements, parks, tree planting, irrigation systems and any other type of project appropriate to the area. Such systematic planning will also help to establish improvement priorities within that specific area, rather than on a citywide basis.

- 1.12 The city shall support neighborhood upkeep through enforcement of health, fire, and zoning regulations.

- 1.13 The city should develop minimum housing standards for existing housing to ensure reasonable conditions for all types of residential units.

The development of a systematic inspection program is necessary to administer a minimum housing standards code.

- 1.14 The city shall require new residential development within the city to connect to city water and sewer services.

# Agriculture

## Introduction

residential/commercial **land** type use **needed** within the City of New Meadows.

Agriculture is a land use that existed before New Meadows was incorporated and is an integral part of the community. Good stewardship of the land enhances the beauty of the valley and adds to the **assets** of New Meadows.

## Existing Conditions

Commercial crops were once grown in the valley but **land use** has evolved into mostly ranching and cattle grazing. The railroad was a very important transportation mechanism to take cattle to market, but the trucking industry has taken over transporting the cattle in and out of the valley now. Grass fed cattle are an important **commodity** in Meadows Valley.

## Future Needs Analysis

Compatibility and co-existence will continue to be key in retaining the quality of life enjoyed by the community. Having land uses zoned agricultural in those appropriate areas that interface with the existing agricultural land will help with the transition from more open land uses to land uses that are more concentrated. Commercial farming opportunities such as strawberries, rhubarb, winter type vegetables, peas and fish hatcheries should also be **researched** using geothermal water.

## Agricultural Goal Statement

Continue to structure land use policies to be respectful of the area's agricultural background. Implement land use policies to **facilitate** the complexities of transitioning of land use from the more open use that agriculture enjoys to the more concentrated

DELINQUENT ACCOUNTS REPORT  
WATER / SEWER / WILL SERVES  
(NUMBERS ARE APPROXIMATE)

**WILL SERVES**

- Of the 20 Will-Serve lots, 10 have been paid this year. Property owners have until February 15<sup>th</sup> to pay and still receive a discount. The cost per lot is \$390.60.
- Three of the lots have new owners this year.
- One of the lots has not been paid in the last five years.

**UNUSED METERS**

- There are currently 9 delinquent accounts with unused meters that are being charged \$32.55 per month. Most of these meters have not been paid for since they were purchased by their new owners. This amounts to \$12,555.95 as of the January 2022 billing. Most of these bills date back approximately five years.

**WATER METERS – INSTALLED (TURNED OFF)**

- There are currently 5 homes (most vacated) with the water turned OFF due to non-payment or other factors, that are charged \$76.05 per month. This amounts to \$10,760.61. These accounts have been delinquent for over 2 years.

**WATER METERS – (TURNED ON) – PAYMENT PLAN**

- Currently one customer has a payment plan and has received applications for assistance. A second customer has a payment plan with no need for assistance. The goal is to have these two accounts near a zero balance by the end of the year.



# City of New Meadows

## Adams County, Idaho

**In regard to:**

Application of Curtis & Stacy Blum  
For a Zone Change of the East Park Subdivision  
Lots 1-4 and Private Drive  
Parcels RPM01400010010  
RPM01400010020  
RPM01400010030  
RPM01400010040  
RPM01400010990

**FINDINGS OF FACT  
& DECISION**

### FINDINGS OF FACT

On January 24, 2022, the New Meadows City Council met at its regularly scheduled meeting and held a Public Hearing to consider the above application of Curtis and Stacy Blum for a rezone of the East Park Subdivision lots 1-4 and a private drive, from Central Business and Business Residential Zones to Residential-Three (R-3) Zone.

**Notice**

Notice for the public hearing was published in the Star News on January 13, 2022; the notice was mailed to property owners within 300 feet and to public agencies and area media on January 14, 2022; notice was posted on the property on January 14, 2022.

**Application**

1. Curtis & Stacy Blum submitted an application for the rezoning of the East Park Subdivision. The subject property, lots 1 & 2, are zoned Central Business District. Lots 3 & 4 are zoned Central Business District, with a small strip of land on the north side being zoned Business-Residential. A private drive running between lots 1 & 2, 3 & 4, which will be incorporated into the existing lots, is also zoned Central Business District.
2. A Warranty Deed has been provided, showing that Curtis & Stacy Blum are the record owners of the property as of December 28, 2020.
3. The Applicant has applied for a rezone to Residential - Three on the Subject real property with the intention of placing multi-family housing units on the property.

**Public Hearing**

1. The Applicants were present at the hearing, with Counsel Susan R. Wilson present via Zoom.
2. The New Meadows City Council, acting as Planning & Zoning, heard testimony from all interested persons wishing to speak at the meeting. Steve Berry, residing at 3761 Columbine Drive in New Meadows, stated that he was in favor of the rezone.



# City of New Meadows

## Adams County, Idaho

3. There was no written testimony received.

### **City Council Deliberations**

After reviewing the application and considering the applicant's presentation, the Council now makes the following Findings of Fact based on the Comprehensive Plan and criteria outlined in the New Meadows City Code and Idaho State Code:

1. The New Meadows City Council finds that this rezone request substantially conforms to the Comprehensive Plan.
2. The New Meadows City Council finds that this rezone conforms to the stated purpose and intent of the New Meadows Zoning Code.
3. The New Meadows City Council finds that this rezone will reinforce the existing or planned character of the area.
4. The New Meadows City Council finds that the subject property is appropriate for development allowed in the R-3 District.
5. The New Meadows City Council finds that there are substantial reasons why the property cannot be used according to the existing zoning.
6. The New Meadows City Council finds that there is a need for the proposed use at the proposed location.
7. The New Meadows City Council finds that the City and other service providers will be able to provide sufficient public facilities and services including schools, roads, wastewater treatment, water supply and stormwater facilities, police, fire, and emergency medical services, while maintaining sufficient levels of service to existing development.
8. The New Meadows City Council finds that the rezone will not significantly impact the natural environment, including air, water, noise, stormwater management, wildlife, and vegetation.
9. The New Meadows City Council finds that the rezone will not have a significant adverse impact on property in the vicinity of the subject property.



# City of New Meadows

## Adams County, Idaho

### Decision – Approve With Conditions

The New Meadows City Council APPROVES the rezoning of the East Park Subdivision lots 1-4 with private drive, located on Virginia Street / Highway 55, from Central Business/Business Residential to Residential-Three. The approval is based on the findings of fact that the rezone complies with the goals and objectives of the Comprehensive Plan and complies with the approval criteria as outlined in the Staff Report. The approval is subject to the following conditions, which will be memorialized in a Development Agreement.

- A three-foot high barrier of the property owner’s choice will be placed behind a five-foot-wide sidewalk, creating a buffer between the housing units and the highway.
- A letter from the Idaho Transportation Department approving the project will be delivered to the City for their files, when received by the Property Owner.

Signed:

\_\_\_\_\_  
Kaytlyn Gilliam, Councilor

Attest: \_\_\_\_\_  
Kyla Gardner, City Clerk

\_\_\_\_\_  
Jeff Parnett, Councilor

\_\_\_\_\_  
Shiloh Ryker, Councilor

\_\_\_\_\_  
Julie A. Good, Mayor

## ORDINANCE TBD-2022

AN ORDINANCE OF THE CITY OF NEW MEADOWS, ADAMS COUNTY, IDAHO, REZONING CERTAIN LANDS WITHIN THE CITY LIMITS OF NEW MEADOWS, ADAMS COUNTY, IDAHO, TO WIT: ADAMS COUNTY PARCELS RPM01400010010, RPM01400010020, RPM01400010030, RPM01400010040, AND RPM01400010990, OWNED BY CURTIS & STACY BLUM; MAKING CERTAIN FINDINGS; AMENDING THE ZONING MAP; SETTING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NEW MEADOWS, IDAHO:

### SECTION 1: THE COUNCIL FINDS:

WHEREAS, the City of New Meadows, Idaho is a municipal corporation organized and operating under the laws of the State of Idaho and is authorized under the provisions of 67-6511 of Idaho Code, to establish within its jurisdiction one or more zones or zoning districts, where appropriate zoning districts are established in Title 10 Chapter 5 of New Meadows City Code; and,

WHEREAS Curtis & Stacy Blum, owners of the certain real property which has been designated by the Adams County Assessor's Office as Parcel numbers RPM01400010010, RPM01400010020, RPM01400010030, RPM01400010040, AND RPM01400010990, which is more particularly described as lots 1-4 with a private drive in the East Park Subdivision, according to the official plat thereof, have requested that the Subject Real Property be rezoned from the City's Business-Residential District (BRD) and Central Business District (CBD) to Residential -Three (R-3); and,

WHEREAS, the New Meadows City Council, acting as the Planning and Zoning Commission, pursuant to public notice as required by law, held a public hearing on January 24, 2022, as required by Section 67-6511 of Idaho Code, and in accordance with New Meadows Zoning Code, made findings that the rezoning of the lands described above from Business-Residential District (BRD) and Central Business District (CBD) to Residential - Three (R-3) should be granted with a zoning classification of Residential-Three (R-3); and,

WHEREAS it is necessary that the City Council adopt this Ordinance, as required by Section 67-6511 (2) of Idaho Code to complete the process of implementing the decision of the New Meadows City Council to rezone the Subject Real Property.

### Section 2: ACTION

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NEW MEADOWS, IDAHO:

2.1 The Subject Real Property is rezoned from Business-Residential District (BRD) and Central Business District (CBD) to Residential-Three (R-3).

# ORDINANCE TBD-2022

2.2 The Zoning Map of the City of New Meadows is hereby amended to comply with this Rezone.

### Section 3: EFFECTIVE DATE

This Ordinance shall take effect and be in force from and after its passage, approval, and publication as required by law.

PASSED AND APPROVED BY THE MAYOR AND COUNCIL OF THE CITY OF NEW MEADOWS, IDAHO THIS 14<sup>TH</sup> DAY OF FEBRUARY 2022.

By: \_\_\_\_\_  
Julie A. Good, Mayor

ATTEST By: \_\_\_\_\_  
Kyla Gardner, City Clerk

DRAFT

*I move to introduce Ordinance TBD-2022, amending the City of New Meadows Zoning Map, changing the East Park Subdivision zone from Central Business and Business Residential to Residential-Three, and suspend the rules requiring three separate readings on three separate days and read by title only once; seconded.*  
ROLL CALL VOTE

City Clerk reads the ordinance by title only.

Kyla reads:

AN ORDINANCE OF THE CITY OF NEW MEADOWS, ADAMS COUNTY, IDAHO, REZONING CERTAIN LANDS WITHIN THE CITY LIMITS OF NEW MEADOWS, ADAMS COUNTY, IDAHO, TO WIT: ADAMS COUNTY PARCELS RPM01400010010, RPM01400010020, RPM01400010030, RPM01400010040, AND RPM01400010990, OWNED BY CURTIS & STACY BLUM; MAKING CERTAIN FINDINGS; AMENDING THE ZONING MAP; SETTING AN EFFECTIVE DATE.

*I move to approve Ordinance TBD-2021, amending the City of New Meadows zoning map, changing the East Park Subdivision zone from Central Business and Business Residential to Residential-Three; seconded. ROLL CALL VOTE*

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD MONDAY, JANUARY 24, 2022 AT 6:30 P.M.  
IN CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 11.

## **Welcome / Roll Call / Pledge of Allegiance**

Present at City Hall were Council Members Kaytlyn Gilliam, Shiloh Ryker and Mayor Julie Good. Present via Zoom was Council Member Jeff Parnett.

Staff present at City Hall were Kyla Gardner and Angie Mettie. Present via Zoom was City Attorney Dick Stubbs.

Public present at City Hall were Curtis & Stacy Blum and Kayrene Brown. Public present via Zoom were Susan Wilson and Drew Dodson.

Mayor Good opened the meeting at 6:30 P.M. and led the Pledge of Allegiance. City Clerk Gardner read the city mission statement.

## **Public Input**

There was no public input.

## **Reports**

### Mayor's Report

Mayor Good reported that ICRMP will be holding training in Council on Wednesday if any council members are able to attend. She also reported that illegal dumping is still occurring.

### Park Heater Update

Kyla Gardner reported that the heater for the park restroom will cost \$130. Mayor Good stated that the heater should be installed after the painting is complete.

### Personnel Policy Review

Kyla Gardner provided a summary page of items for the Council to review. The Council will bring suggestions to the next meeting.

## **Public Hearing**

### Opening of Public Hearing

Mayor Good opened the Public Hearing at 6:36 P.M. for the East Park Subdivision Rezone Application submitted by Curtis & Stacy Blum.

### Governing Body Disclosures

City Clerk Gardner asked the attached disclosure questions of the Council & Mayor prior to the public hearing. All Council Members and Mayor answered "no" to all questions except:

- Council Member Parnett disclosed that he taught with Curtis Blum years ago at Meadows Valley School.
- Mayor Good stated that she had a conversation with Blum's attorney, Susan Wilson regarding what steps should be taken in completing the application. Good stated that she did not make any promises or decisions about next steps. She told Wilson that the city is interested in housing

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
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Item 11.

possibilities in our community. Good also stated that she drove by the property and noted the public hearing notice but did not stop and look.

The Council agreed that they could make an unbiased decision and that none of the council members were required to recuse themselves from the decision making process.

Introduction

Kyla Gardner stated that an application had been received from Curtis & Stacy Blum, who were represented by Attorney Susan R. Wilson, regarding the East Park Subdivision, located on East Virginia Street / Highway 55. The applicants would like to change the zone from Central Business District to Residential 3. This decision requires the City Council to conduct a quasi-judicial hearing, which means the Council must find facts and base the decision on the application of city ordinances and criteria along with the evidence received only during the hearing.

Applicant Presentation

Curtis Blum stated that they purchased the property with the intention of building four 4-plexes on the property. This is not a permitted use within the current Central Business District. He stated that the southern lots along Highway 55 are smaller than the two northern lots. Therefore, he would like to adjust the lot lines to make the lots more even in size. He also stated that removing the shared private drive would mean that a turn lane into the property would no longer be required by ITD.

Governing Body Questions to the Applicant

Council Member Gilliam asked how the 4-plexes would be divided. There would be two on the first story and two on the second story.

Mayor Good asked how close the southern units would be to the highway. Blum was unsure, but said that they would meet the setback requirements.

Mayor Good asked about ITD's approval letter. Blum stated that the decision is based on whether they can remove the private drive. Attorney Wilson stated that approving the Land Change Request Form was the first step in getting approval from ITD.

Staff Report

A staff report was provided for review, which shared the history of the East Park lots, their location, zoning, and other pertinent information. The report stated that a small strip of land on each of the two northern lots was zoned Business Residential, and would also be part of the zone change, if approved.

Governing Body Questions to Staff

There were no questions to staff members.

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
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Item 11.

Testimony in Favor of the Applicant

Steve Berry, residing at 3761 Columbine Drive in New Meadows, stated that he was in favor of the residences. He owns the lot next to East Park and also the Battery Universe building. He wanted to ensure that the egress and ingress of his property would not be affected.

Neutral Testimony

There was no neutral testimony.

Testimony in Opposition to the Applicant

There was no testimony in opposition to the applicant.

Rebuttal from the Applicant

Curtis Blum stated that he felt the rental units would be good for the community. In response to Berry's concern, he stated that ITD would have control over Berry's egress and ingress, but by eliminating the private drive, Blum felt that Berry would have more options. Mayor Good stated that the zone change for the East Park lots would not affect Berry's lots.

Final Question from Governing Body

There were no other questions.

Close of the Public Hearing

Mayor Good closed the Public Hearing at 7:07 P.M.

**Action Items**

East Park Subdivision Zone Change Request

The Council discussed the zone change request. Council Member Gilliam voiced concern about having residences with children next to the highway. It was suggested that a buffer, either fence or bushes be placed along the sidewalk to separate housing from the highway. The Council also would like a letter from ITD approving the project.

- Council Member Ryker moved to approve the rezoning of the East Park Subdivision lots 1-4 located on Virginia Street, from Central Business / Business Residential to Residential-Three. The approval is based on the findings of fact that the rezone complies with the goals and objectives of the Comprehensive Plan and complies with the approval criteria as outlined in the staff report. The approval is subject to the following conditions, which will be memorialized in a Development Agreement.

--Condition 1: A barrier of three feet in height will be placed behind the five-foot-wide sidewalk to create a buffer between the residences and the highway.

--Condition 2: A letter of approval of the project from the Idaho Transportation Department will be provided to the City for their records.

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD MONDAY, JANUARY 24, 2022 AT 6:30 P.M.  
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Item 11.

The motion was seconded by Council Member Parnett. Roll Call Vote: Parnett – yes, Ryker – yes, Gilliam – yes. Motion carried.

East Park Subdivision Land Change Request

Curtis & Stacy Blum submitted a Land Change Request Form to change the lot lines, removing a private drive from the center of the lots, and merging the drive into the existing lots. The purpose of this change was to even out the size of the four lots and to remove the drive so that a turn lane would no longer be required by ITD.

- Council Member Ryker moved to approve the East Park Subdivision Land Change Request; Council Member Gilliam seconded the motion. Roll Call Vote: Gilliam – yes, Ryker – yes, Parnett – yes. Motion carried.

Grant Administration Extension Agreement

Per the Grant Administration Agreement, CEDA will continue to be the administrator for the water project grant.

- Council Member Gilliam moved to approve the Grant Administration Extension Agreement; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Bank Signature Cards

The Bank Signature Cards must be resigned, removing previous Council Member Darla Weber.

- Council Member Ryker moved to approve the Bank Signature Cards with the removal of Council Member Weber; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Appointment of Salmon River Watershed Representative

Mayor Good requested that Kaytlyn Gilliam be appointed as Salmon River Watershed Representative for New Meadows.

- Council Member Ryker moved to approve the appointment of Kaytlyn Gilliam as New Meadows Representative for the Salmon River Watershed Collaborative; Council Member Parnett seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

Alcoholic Beverage Application Approval – Delish Catering

An application was received by Delish Catering for an Alcoholic Beverage License.

- Council Member Ryker moved to approve the 2022 Alcoholic Beverage License for Delish Catering; Council Member Gilliam seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
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**Adopt A Hydrant Program**

The Council reviewed the certificate to be presented to those who adopt a hydrant. Council Member Gilliam will talk with the senior class and see if they might adopt a hydrant.

**January 10, 2022 City Council Minutes**

The Council was individually polled and each confirmed that they had read the January 10, 2022 minutes, which included new and old business.

- Council Member Gilliam moved to approve the minutes of January 10, 2022, both new and old; Council Member Ryker seconded the motion. Voice Vote indicated no opposition to the motion with all members signifying yes. Motion carried.

**Consent Agenda**

The Consent Agenda included paid and pending claims, and December 2021 Financials.

- Council Member Ryker moved to approve the Consent Agenda of claims and financials; Council Member Parnett 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 review of the personnel policy, update on park restrooms, water project update, and a community cat program discussion. Adams County Health Center will be invited to the second meeting in February.

**Adjournment**

Mayor Good adjourned the meeting at 7:38 P.M.

\_\_\_\_\_  
Julie A. Good, Mayor

ATTEST: \_\_\_\_\_  
Kyla Gardner, City Clerk

February 11, 2022

City of New Meadows  
401 Virginia St  
New Meadows, ID 83654

Dear Mayor Good and City Council Members,

Over the past few months, Mountain Waterworks has been working closely with the City of New Meadows' Mayor, City Clerk, and City Council to develop and implement a strategic plan for completion of your planned Water System Improvements Project. This multi-year, multi-phase effort is a major undertaking encompassing the following water system repair, rehabilitation, and replacement projects selected by the City and documented in Table 19 of the City's 2018 Water Facility Plan:

- New Groundwater Well (Well No. 5)
- Well No. 5 Land Acquisition
- New Well Facility
- New Water Storage Reservoir
- New Booster Station
- New Isolation Valves and Fire Hydrants
- US 95 Water Main Replacement
- SCADA Upgrades

## PHASING OF PROJECTS

As projects have developed, Mountain Waterworks has phased design, bidding, and construction of a number of facilities as directed by the City and in response to the volatile conditions of the construction industry, the lack of a highly competitive bidding environment, and construction budget limitations. Resultingly, several design packages have been modified and at times re-bid, increasing project durations as well as costs associated with professional engineering services.

## NEW PROJECT DIRECTION

At a City Council meeting held December 27, 2021, Mountain Waterworks received the directive to repackage two previously designed bid sets, one for the Well 5 facility and one for the new booster station and storage reservoir, into a combined bid package for all three facilities. We are prepared to complete the work as directed by the Mayor and City Council.

## ENGINEERING BUDGET AMENDMENT

To complete the project as requested by City Council, an amendment to the Owner-Engineer Agreement between Mountain Waterworks and the City is required. The updated engineering budget requires an amended contract amount of \$139,900. Of this amount, \$99,900 is dedicated to design and project management services, and \$40,000 is dedicated to on-site facility construction observation of the remaining well facility, booster station, and reservoir projects.

**PROJECT HISTORY**

Since the City’s adoption of the Facility Plan, Mountain Waterworks has provided professional services associated with selected projects in distinct phasing in accordance with the City Council’s objective of minimizing the financial impact on water users within the community. The table below summarizes the scope of our existing contract and the additional services provided outside the existing contract scope by our team at City request.

Project Component	Existing Contract	Services Provided by Mountain Waterworks (Actual) at the Request of the City
US 95 water main replacement <sup>1</sup>	N/A <sup>1</sup>	In-field design assistance, on-site construction management, assistance with construction sequencing, contractor coordination, construction observation, assistance with flushing and microbiological sampling
Valve and hydrant replacement project	One (1) bid package	One (1) bid package
Distribution <sup>2</sup>	N/A <sup>2</sup>	Plan sheets, technical specifications, fieldwork for design, contract documents, public bidding
Combined well facility, booster station, and storage reservoir package	One (1) bid package	Developed two (2) independent packages for well house and booster station and reservoir
Well No. 5 drilling	One (1) bid package	Three (3) bid packages
Well No. 5 facility	One (1) bid package	Two (2) bid packages
Design reviews and phasing discussions	One each at 30%, 60%, 90%, and 100% design completion	Additional City Council meetings over the course of three (3) years
Funding procurement	N/A	Pursuing funding for project shortfalls
Development of strategic project planning	N/A	Meetings with City Council to develop project alternatives and strategic funding plans

Notes:

1. Design and project management services were provided by City Engineer (Crestline).
2. This project was not included in the Facility Plan selected alternative and was replaced with US 95 work.

The work summarized in this table reflects the complexity of the project as initially envisioned during development of the Water Facility Plan, relative to that required to develop a multi-phased project as directed by the City. As an example, the existing contract envisioned one combined design package for all Facility Plan projects, and to date multiple design packages and rounds of public bidding have been completed.

## WORK REQUESTED TO BE PERFORMED

The most recent direction Mountain Waterworks has received from the City is to reorganize previously completed plans and specifications into a new package for public bidding of the City's Well No. 5 facility, booster station, and storage reservoir. Our understanding of scope of this task and related services is outlined below:

- Assist the City in pursuit of additional funding sufficient to make up the existing project budget shortfall, including submittal of a \$1.2 million Letter of Interest to the Idaho Department of Environmental Quality (IDEQ).
- Prepare one combined bid package with contract documents, drawings, and technical specifications for the Well No. 5 facility, booster station, and storage reservoir.
- Facilitate one round of public bidding for the combined project, with the intent to award the project to one prime contractor.
- Construction management of the three facilities, including submittal reviews, pay application approvals, change order processing, and contractor coordination.
- On-site RPR services for construction observation during the construction phase for the three facilities. This work is anticipated to be constructed in two subphases over the course of the next three years—first, construction of the Well No. 5 facility and connection of the new drinking water well to the public water system, and second, construction of the booster station and storage reservoir.

## WATER SYSTEM IMPROVEMENTS PROJECT FUNDING SHORTFALL

Budget updates for the overall project and professional engineering services are attached to this letter. Accounting for unprecedented market conditions, the overall budget has been increased from the original \$3.4 million to a total of \$4.6 million as shown in the attached budget, leaving a shortfall of \$1.2 million. This shortfall highlights the criticality of developing and executing a strategic funding plan to complete the projects.

## SCHEDULE AND NEXT STEPS

Understanding that timing of bidding and construction is critical, Mountain Waterworks intends to commence the work outlined in this amendment proposal immediately upon the City's authorization. A summary of the project's major deadlines in calendar days are summarized on the following page. A timeline based on working days is also attached to this letter. Assuming a start date of February 22, 2022, all facilities are projected to be operational by November 2024.

**Water System Improvements Project Completion Timeline**

Activity	Completion Date
City Approval of Amendment	February 2022
Submit Engineering Design to IDEQ	March 2022
IDEQ Review and Construction Approval	June 2022
Public Project Bidding	July 2022
Issuance of Contractor Award and Notice to Proceed	September 2022
Well Facility Construction	August 2023
Booster Station and Storage Reservoir Construction	November 2024

Thank you for your consideration of this amendment proposal. If it meets with your approval, Exhibit K of the Owner-Engineer agreement will require City authorization.

**Mountain Waterworks**



Tim Farrell, P.E.  
Principal Engineer

*Attachments (2): Overall Project Budget Update, Amended Engineering Budget*

## City of New Meadows Water System Improvements Project Budget

Item No.	Project Description	Forecast Total
1	US-95 Main Replacement Project	\$ 281,000
2	Valve and Hydrant Replacements	\$ 227,000
3	GIS Mapping (valves, hydrants, services)	\$ 6,000
4	Land Acquisition	\$ 25,000
5	Drill and Construct New Well	\$ 248,000
6	Short Distribution Main Replacement Sections	-
7	Construct Well Production Facilities and Install Well Pump	\$ 600,000
8	Construct New Booster Station	\$ 1,250,000
9	Construct New Reservoir	\$ 500,000
10	SCADA System Upgrades	\$ 60,000
11	Construction Subtotal	\$ 3,197,000
12	Construction Contingency (20% of remaining)	\$ 482,000
<b>13</b>	<b>Total Construction</b>	<b>\$ 3,679,000</b>
<b>Engineering Contract</b>		
14	Basic Services	\$ 476,400
15	Additional Services	\$ 130,000
16	Construction Observation-RPR	\$ 165,000
<b>17</b>	<b>Total Engineering</b>	<b>\$ 771,400</b>
<b>Miscellaneous Expenses</b>		
18	Legal, Administrative, CEDA, Misc.	\$ 150,000
<b>19</b>	<b>Total Miscellaneous Expenses</b>	<b>\$ 150,000</b>
<b>20</b>	<b>Total Estimated Project Related Costs</b>	<b>\$ 4,600,000</b>

# City of New Meadows

## Water System Improvement Project

Professional Services		Project Engineering Budget Update		
	Description	Existing Project Budget	Amendment 1	Proposed Budget
<b>Basic Services</b>	Task 01: Study and Report	\$43,000	\$0	\$43,000
	Task 02: Preliminary Design	\$127,200	\$0	\$127,200
	Task 03: Final Design	\$111,000	\$27,600	\$138,600
	Task 04: Bidding and Negotiation	\$33,000	\$8,800	\$41,800
	Task 05: Construction	\$42,400	\$63,400	\$105,800
	Task 06: Post Construction	\$19,900	\$100	\$20,000
	<b>Basic Services Subtotal</b>	<b>\$376,500</b>	<b>\$99,900</b>	<b>\$476,400</b>
<b>RPR</b>	<b>Task 07: RPR Services (Construction Observation)</b>	<b>\$125,000</b>	<b>\$40,000</b>	<b>\$165,000</b>
<b>Additional Services</b>	Additional Services Total	\$130,000	\$0	\$130,000
	<b>Grand Totals</b>	<b>\$631,500</b>	<b>\$139,900</b>	<b>\$771,400</b>

\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash	
5193	E	563 Adams County Prosecuting February 2022 Prosecutions	1,500.00									
		1040 02/07/22 Municipal Prosecutions-Feb	1,500.00			1	41400	312			10102	
		<b>Total for Vendor:</b>	<b>1,500.00</b>									
		*** Claim from another period ( 1/22) ****										
5181		48 Adams County Sheriff Oct 1 - December 31, 2021 Quarterly Payment.	8,415.00									
		12/31/19 Payment for QTR 1 FY 21/22	8,415.00*			1	41400	313			10102	
		<b>Total for Vendor:</b>	<b>8,415.00</b>									
		*** Claim from another period ( 1/22) ****										
5186		25 Analytical Labs, Inc. 88050 01/31/22 Water Sampling / Testing	237.36									
		88051 01/31/22 Sewer Sampling / Testing	48.45			60	43320	745			10102	
		<b>Total for Vendor:</b>	<b>237.36</b>									
		*** Claim from another period ( 1/22) ****										
5185		140 Buys, Douglas Monthly Back-up Operator	400.00									
		736 01/31/22 JAN 2022 H2O Back-up Operator	200.00			60	43320	310			10102	
		736 01/31/22 JAN 2022 SWR Back-up Operator	200.00			65	43220	310			10102	
		<b>Total for Vendor:</b>	<b>400.00</b>									
		*** Claim from another period ( 1/22) ****										
5176		I C & M Lumber Co, Inc 01/25/22 Shop- Water	642.86									
		01/25/22 Shop - Sewer	24.38			60	43320	324			10102	
		01/25/22 Shop - Streets	24.39			65	43220	324			10102	
		01/25/22 Streets	32.99			1	41500	324			10102	
		01/25/22 Sewer	350.40			65	43220	324			10102	
		01/25/22 Water	186.32			60	43320	324			10102	
		<b>Total for Vendor:</b>	<b>642.86</b>									
		*** Claim from another period ( 1/22) ****										
5179		29 City of New Meadows 025-00 02/01/22 Chlorinator Room	553.17									
		310-00 02/01/22 Park Irrigation	14.92			65	43220	339			10102	
		309-00 02/01/22 Park Restrooms	14.30			1	41600	332			10102	
		014-00 02/01/22 Industrial Park	76.05			1	41600	331			10102	
		364-00 02/01/22 Auger Room	233.58			63	43100	331			10102	
			46.29			65	43220	338			10102	

\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
	126-00	02/01/22 City Hall	77.68			1	41100	41100	331		10102
	015-00	02/01/22 Skate Park	14.30			1	41600	41600	332		10102
	013-00	02/01/22 Industrial Park - 104 W Taylor	76.05			63	43100	43100	331		10102
		<b>Total for Vendor:</b>	<b>553.17</b>								
5124	E	206 Clearwater Concrete, Inc. Peterson Pathway - Concrete 29 Sacks. Project complete	5,409.50								
		Cancelled Paper Check 2/8/22 (Paying electronically)									
		19329 11/30/21 Concrete	5,409.50*			1	84	41500	324		10102
		<b>Total for Vendor:</b>	<b>5,409.50</b>								
		*** Claim from another period ( 1/22) ****									
5175		415 Crestline Engineers Project 15001 - LHRIP Grant	1,280.25								
		2913 01/14/22 Task 1 - Project Management, A	69.00			1	41500	41500	319		10102
		2913 01/14/22 task 3 - Engineering Streets	1,211.25			1	41500	41500	319		10102
		<b>Total for Vendor:</b>	<b>1,280.25</b>								
		*** Claim from another period ( 1/22) ****									
5173	E	577 CTC Telecom, Inc. For period 2/1/22- 2/28/22	205.39								
		01/25/22 Phone - General	68.47			1	41100	41100	308		10102
		01/25/22 Phone - Water	68.46			60	43320	43320	308		10102
		01/25/22 Phone - Sewer	68.46			65	43220	43220	308		10102
		<b>Total for Vendor:</b>	<b>205.39</b>								
5196	E	416 De Lage LANDEN FINANCIAL Photocopier Lease	160.50								
		75309224 02/04/22 Photocopier Lease	53.50			1	41100	41100	324		10102
		75309224 02/04/22 Photocopier Lease	53.50			60	43320	43320	324		10102
		75309224 02/04/22 Photocopier Lease	53.50			65	43220	43220	324		10102
		<b>Total for Vendor:</b>	<b>160.50</b>								
5191		635 GOOD, JULIE Reimburse for City Camera	650.00								
		Camera 11/26/21 Reimburse for City Laptop	216.67			1	41100	41100	324		10102
		Camera 11/26/21 Reimburse City Laptop (W)	216.67			60	43320	43320	324		10102
		Camera 11/26/21 Reimburse City Laptop (SWR)	216.66			65	43220	43220	324		10102
		<b>Total for Vendor:</b>	<b>650.00</b>								

\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
5177		641 High Mountain Cleaning & OFFICE CLEANING / CITY HALL 01/27/2022	25.00	****							
	9683	01/27/22 OFFICE CLEANING / CITY HALL	25.00		1		41100		324		10102
		<b>Total for Vendor:</b>	<b>25.00</b>								
5192		E 4 Idaho Power	3,728.60								
	0032879986	02/04/22 Street Lights (Electricity)	634.52			1	41500		330		10102
	0032879987	02/04/22 City Shop (Electricity) Wa	239.94		60		43320		330		10102
	0032879987	02/04/22 City Shop (Electricity) Se	239.95		65		43220		330		10102
	0032879987	02/04/22 City Shop (Electricity) Str	239.94		1		41500		330		10102
	0032879959	02/04/22 Parks (Electricity)	290.75		1		41600		330		10102
	0032879967	02/04/22 Sewer Lift Station (Electr	6.27		65		43220		337		10102
	0032879945	02/04/22 Well #3 (Electric)	312.21		60		43320		334		10102
	0032879933	02/04/22 Well #4 (Electric)	433.73		60		43320		335		10102
	0032879940	02/04/22 Booster Station (Electric)	362.45		60		43320		333		10102
	0032879919	02/04/22 Sewer Plant (Electricity)	507.37		65		43220		336		10102
	0030309892	02/04/22 City Hall (Electricity) Ge	93.13		1		41100		330		10102
	0030309892	02/04/22 City Hall (Electricity) H2O	93.13		60		43320		330		10102
	0030309892	02/04/22 City Hall (Electricity) SWR	93.13		65		43220		330		10102
	0032880160	02/04/22 Sewer Land Ap	122.48		65		43220		330		10102
	0032952904	02/04/22 Meat Shop	59.60		63		43100		330		10102
		<b>Total for Vendor:</b>	<b>3,728.60</b>								
5190		279 J.I. Morgan, Inc.	4.12	****							
	Grease Zerk										
	0014473	01/31/22 Equipm - Water	1.37		60		43320		324		10102
	0014473	01/31/22 Equipm - Sewer	1.37		65		43220		324		10102
	0014473	01/31/22 Equipm - Streets	1.38		1		41500		324		10102
		<b>Total for Vendor:</b>	<b>4.12</b>								
		*** Claim from another period ( 1/22) ****	82.00								
5183		78 J.P. Cooke Co.	82.00	****							
	712964	02/03/22 Dog tags	82.00		1		41400		314		10101
		<b>Total for Vendor:</b>	<b>82.00</b>								

\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
5189		642 Kunderick, Kirk	300.00	****							
		Monthly Back-up Operator									
	CNM-2201	02/04/22 Jan 2022 H2O Back-up Operato	150.00			60		43320	310		10102
	CNM-2201	02/04/22 Jan 2022 SWR Back-up Operato	150.00			65		43220	310		10102
		<b>Total for Vendor:</b>	<b>300.00</b>								
		*** Claim from another period ( 1/22) ****									
5187	E	150 Lake Shore Disposal	135.45								
		25638243 02/01/22 Garbage - General	33.86			1		41100	324		10102
		25638243 02/01/22 Garbage - Water	33.86			60		43320	324		10102
		25638243 02/01/22 Garbage - Sewer	33.86			65		43220	324		10102
		25638243 02/01/22 Garbage - Industrial Park	33.87			63		43100	324		10102
		<b>Total for Vendor:</b>	<b>135.45</b>								
		*** Claim from another period ( 1/22) ****									
5184		654 Native Sisters Tree Service	1,800.00								
		Tree Trimming/ Sign Clearance 1/11/2022									
		102 01/11/22 Tree Trimming/Sign Clearance	1,800.00			1		41500	324		10102
		<b>Total for Vendor:</b>	<b>1,800.00</b>								
		*** Claim from another period ( 1/22) ****									
5180	E	530 Quadient Finance USA, INC	199.00								
		01/31/22 Postage -	49.75			1		41100	620		10102
		01/31/22 Postage - Water	74.62			60		43320	620		10102
		01/31/22 Postage - Sewer	74.63			65		43220	620		10102
		<b>Total for Vendor:</b>	<b>199.00</b>								
		*** Claim from another period ( 1/22) ****									
5188	E	543 Rocky Mountain Print Solutions	134.92								
		Tax Documents									
		220124-116 01/31/22 Tax Documents	134.92			1		41100	610		10102
		<b>Total for Vendor:</b>	<b>134.92</b>								
5195	E	500 SPARKLIGHT formerly Cable One	93.23								
		Internet Services									
		02/10/22 Internet - General	31.08			1		41100	308		10102
		02/10/22 Internet - Water	31.07			60		43320	308		10102
		02/10/22 Internet - Sewer	31.08			65		43220	308		10102
		<b>Total for Vendor:</b>	<b>93.23</b>								

\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5174	E	13 The Star-News Ordinance 377-2021	51.30	****				
		57663 01/06/22 Ordinance 377-2021 (G)	17.10			1 41100	324	10102
		57663 01/06/22 Ordinance 377-2021 (W)	17.10			60 43320	324	10102
		57663 01/06/22 Ordinance 377-2021 (SWR)	17.10			65 43220	324	10102
		<b>Total for Vendor:</b>	<b>51.30</b>					
		*** Claim from another period ( 1/22) ****	222.85					
5178	E	253 United Oil 985113 01/31/22 Fuel - Grader - Snow Removal	222.85*	****		1 41500	634	10102
		<b>Total for Vendor:</b>	<b>222.85</b>					
		*** Claim from another period ( 1/22) ****	453.70					
5182	E	436 US Bank 405999717 01/31/22 GOOGLE G SUITE (GEN)	72.00			1 41100	327	10102
		405999717 01/31/22 GOOGLE G SUITE (SWR)	72.00			65 43220	327	10102
		405999717 01/31/22 GOOGLE G SUITE (WTR)	72.00*			60 43320	327	10102
		TSHEETS 01/24/22 TSHEETS (GEN)	15.00			1 41100	324	10102
		TSHEETS 01/24/22 TSHEETS (IND)	15.00			63 43100	324	10102
		TSHEETS 01/24/22 TSHEETS (WTR)	15.00			60 43320	324	10102
		TSHEETS 01/24/22 TSHEETS (SWR)	15.00			65 43220	324	10102
		2020360664 01/13/22 1 and 1 (GEN)	9.95			1 41100	324	10102
		2020360664 01/13/22 1 and 1 (WTR)	9.95			60 43320	324	10102
		2020360664 01/13/22 1 and 1 (SWR)	9.95			65 43220	324	10102
		Supplies 01/01/22 Amazon Office Supplies	74.40			1 41100	610	10102
		Park 01/01/22 Amazon ( Park Restroom)	63.98			1 41600	324	10102
		Supplies 01/19/22 USPS	6.47			1 41100	610	10102
		Supplies 01/11/22 Family Dollar	3.00			1 41100	610	10102
		<b>Total for Vendor:</b>	<b>453.70</b>					
5194	E	617 ZIPLY FIBER City Shop & Sewer Internet / Phone	238.65					
		02/07/22 Phone/Internet - Water	119.33			60 43320	308	10102
		02/07/22 Phone/Internet - Sewer	119.32			65 43220	308	10102
		<b>Total for Vendor:</b>	<b>238.65</b>					
		# of Claims 25						
		<b>Total:</b>	<b>26,922.85</b>					
		<b>Total Electronic Claims</b>	<b>12,533.09</b>					
		<b>Total Non-Electronic Claims</b>	<b>14389.76</b>					



Dana Kautz

Pay Period

1/1/2022 to

1/15/2022

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday	1/1/2022								0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Sunday	1/2/2022								0.00	
Monday	1/3/2022	5.78							5.78	
Tuesday	1/4/2022								0.00	
Wednesday	1/5/2022								0.00	
Thursday	1/6/2022								0.00	
Friday	1/7/2022								0.00	
Saturday	1/8/2022								0.00	
<b>Total Week</b>		<b>5.78</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5.78</b>	
Sunday	1/9/2022								0.00	
Monday	1/10/2022	7.83							7.83	
Tuesday	1/11/2022	5.49							5.49	
Wednesday	1/12/2022								0.00	
Thursday	1/13/2022								0.00	
Friday	1/14/2022								0.00	
Saturday	1/15/2022								0.00	
<b>Total Week</b>		<b>13.32</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13.32</b>	
<b>Total Pay Period</b>		<b>19.10</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19.10</b>	

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Payperiod Notes:

# Dana Kautz

01/01/2022 to 01/15/2022

Regular	PTO	OT	DT	To	Item 15.
<b>19.10</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19.10</b>	

Time in	Time out	Duration	
<b>January 3, 2022</b>			<b>5.78</b>
10:00am (MST)	3:47pm (MST)	5.78	ADM > ADM - Customer Relations
<b>January 10, 2022</b>			<b>7.83</b>
8:29am (MST)	9:04am (MST)	0.58	MTG > MTG - Staff Meeting
9:04am (MST)	2:31pm (MST)	5.45	ADM > ADM - Customer Relations
6:36pm (MST)	8:24pm (MST)	1.80	MTG > MTG - Council Meeting
<b>January 11, 2022</b>			<b>5.48</b>
9:25am (MST)	2:54pm (MST)	5.48	ADM > ADM - Customer Relations

Doug Buys

Pay Period

12/16/2021 to

12/31/2021

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday	12/16/2021								0.00	
Friday	12/17/2021								0.00	
Saturday	12/18/2021								0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Sunday	12/19/2021								0.00	
Monday	12/20/2021								0.00	
Tuesday	12/21/2021								0.00	
Wednesday	12/22/2021								0.00	
Thursday	12/23/2021								0.00	
Friday	12/24/2021								0.00	
Saturday	12/25/2021								0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Sunday	12/26/2021								0.00	
Monday	12/27/2021								0.00	
Tuesday	12/28/2021	5.50							5.50	
Wednesday	12/29/2021								0.00	
Thursday	12/30/2021								0.00	
Friday	12/31/2021	6.00							6.00	
Saturday									0.00	
<b>Total Week</b>		<b>11.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11.50</b>	
<b>Total Pay Period</b>		<b>11.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11.50</b>	

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Payperiod Notes:

Angie Mettie

Pay Period

1/1/2022 to

1/15/2022

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday	1/1/2022								0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Sunday	1/2/2022								0.00	
Monday	1/3/2022	5.85							5.85	
Tuesday	1/4/2022	5.83							5.83	
Wednesday	1/5/2022	6.07							6.07	
Thursday	1/6/2022	6.58							6.58	
Friday	1/7/2022	3.78							3.78	
Saturday	1/8/2022								0.00	
<b>Total Week</b>		<b>28.11</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>28.11</b>	
Sunday	1/9/2022								0.00	
Monday	1/10/2022	8.68							8.68	
Tuesday	1/11/2022	6.22							6.22	
Wednesday	1/12/2022	6.12							6.12	
Thursday	1/13/2022	6.00							6.00	
Friday	1/14/2022	5.39							5.39	
Saturday	1/15/2022								0.00	
<b>Total Week</b>		<b>32.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32.41</b>	
<b>Total Pay Period</b>		<b>60.52</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>60.52</b>	

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Payperiod Notes:

# Angie Mettie

01/01/2022 to 01/15/2022

Regular  
**60.52**

PTO  
**0.00**

OT  
**0.00**

DT  
**0.00**

To Item 15.  
**60.52**

Time in	Time out	Duration	
<b>January 3, 2022</b>			<b>5.85</b>
7:55am	10:30am	2.58	ADM > ADM - Customer Relations
2:50pm	6:06pm	3.27	ADM > ADM - Customer Relations
<b>January 4, 2022</b>			<b>5.83</b>
7:54am	10:27am	2.55	ADM > ADM - Customer Relations
2:50pm	6:07pm	3.28	ADM > ADM - Customer Relations
<b>January 5, 2022</b>			<b>6.07</b>
11:58am	6:02pm	6.07	ADM > ADM - Customer Relations
<b>January 6, 2022</b>			<b>6.58</b>
11:31am	6:06pm	6.58	ADM > ADM - Customer Relations
<b>January 7, 2022</b>			<b>3.78</b>
12:13pm	12:49pm	0.60	ADM > ADM - Customer Relations
3:33pm	6:44pm	3.18	ADM > ADM - Customer Relations
<b>January 10, 2022</b>			<b>8.68</b>
7:34am	8:33am	0.98	ADM > ADM - Customer Relations
8:33am	9:00am	0.45	MTG > MTG - Staff Meeting
9:00am	10:27am	1.45	ADM > ADM - Customer Relations
2:51pm	6:30pm	3.65	ADM > ADM - Customer Relations
6:30pm	8:39pm	2.15	MTG > MTG - Council Meeting
<b>January 11, 2022</b>			<b>6.22</b>
7:40am	10:25am	2.75	ADM > ADM - Customer Relations
2:48pm	6:16pm	3.47	ADM > ADM - Customer Relations
<b>January 12, 2022</b>			<b>6.12</b>
11:56am	6:03pm	6.12	ADM > ADM - Customer Relations
<b>January 13, 2022</b>			<b>6.00</b>
12:03pm	6:03pm	6.00	ADM > ADM - Customer Relations
<b>January 14, 2022</b>			<b>5.38</b>
7:04am	12:27pm	5.38	ADM > ADM - Customer Relations

**Kyla Gardner**

**Pay Period**

**12/16/2021 to**

**12/31/2021**

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday	12/16/2021	6.70							6.70	
Friday	12/17/2021	5.28							5.28	
Saturday	12/18/2021								0.00	
<b>Total Week</b>		<b>11.98</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11.98</b>	
Sunday	12/19/2021								0.00	
Monday	12/20/2021	6.68							6.68	
Tuesday	12/21/2021	6.63							6.63	
Wednesday	12/22/2021	6.35							6.35	
Thursday	12/23/2021	3.38							3.38	
Friday	12/24/2021					8.00			8.00	
Saturday	12/25/2021								0.00	
<b>Total Week</b>		<b>23.04</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>31.04</b>	
Sunday	12/26/2021								0.00	
Monday	12/27/2021	9.47							9.47	
Tuesday	12/28/2021	6.70							6.70	
Wednesday	12/29/2021	6.27							6.27	
Thursday	12/30/2021	6.43							6.43	
Friday	12/31/2021	0.33				8.00			8.33	
Saturday									0.00	
<b>Total Week</b>		<b>29.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>37.20</b>	
<b>Total Pay Period</b>		<b>64.22</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16.00</b>	<b>0.00</b>	<b>0.00</b>	<b>80.22</b>	

**I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)**

**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Payperiod Notes:**

# Kyla Gardner

12/16/2021 to 12/31/2021

Regular  
**64.22**

PTO  
**0.00**

OT  
**0.00**

DT  
**0.00**

To **64.22** Item 15.

Time in	Time out	Duration	
<b>December 16, 2021</b>			<b>6.70</b>
8:35am	3:17pm	6.70	ADM › ADM - Customer Relations
<b>December 17, 2021</b>			<b>5.28</b>
8:33am	1:50pm	5.28	ADM › ADM - Customer Relations
<b>December 20, 2021</b>			<b>6.68</b>
8:31am	9:00am	0.48	MTG › MTG - Staff Meeting
9:00am	3:12pm	6.20	ADM › ADM - Customer Relations
<b>December 21, 2021</b>			<b>6.62</b>
8:49am	3:26pm	6.62	ADM › ADM - Customer Relations
<b>December 22, 2021</b>			<b>6.35</b>
8:45am	3:06pm	6.35	ADM › ADM - Customer Relations
<b>December 23, 2021</b>			<b>3.38</b>
8:46am	12:09pm	3.38	ADM › ADM - Customer Relations
<b>December 27, 2021</b>			<b>9.47</b>
8:25am	9:20am	0.92	MTG › MTG - Staff Meeting
9:20am	3:16pm	5.93	ADM › ADM - Customer Relations
6:04pm	8:41pm	2.62	MTG › MTG - Council Meeting
<b>December 28, 2021</b>			<b>6.70</b>
8:25am	3:07pm	6.70	ADM › ADM - Customer Relations
<b>December 29, 2021</b>			<b>6.27</b>
8:50am	3:06pm	6.27	ADM › ADM - Customer Relations
<b>December 30, 2021</b>			<b>6.43</b>
8:39am	3:05pm	6.43	ADM › ADM - Customer Relations
<b>December 31, 2021</b>			<b>0.33</b>
3:45pm	4:05pm	0.33	MTG › MTG - Council Meeting

**Angie Mettie**

**Pay Period**

**12/16/2021 to**

**12/31/2021**

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday	12/16/2021	5.50							5.50	
Friday	12/17/2021	5.08							5.08	
Saturday	12/18/2021								0.00	
<b>Total Week</b>		<b>10.58</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10.58</b>	
Sunday	12/19/2021								0.00	
Monday	12/20/2021	8.30							8.30	
Tuesday	12/21/2021	8.14							8.14	
Wednesday	12/22/2021	8.18							8.18	
Thursday	12/23/2021	5.38							5.38	
Friday	12/24/2021					8.00			8.00	
Saturday	12/25/2021								0.00	
<b>Total Week</b>		<b>30.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>38.00</b>	
Sunday	12/26/2021								0.00	
Monday	12/27/2021	10.23							10.23	
Tuesday	12/28/2021	7.77							7.77	
Wednesday	12/29/2021	7.57							7.57	
Thursday	12/30/2021	8.15							8.15	
Friday	12/31/2021	0.18				8.00			8.18	
Saturday									0.00	
<b>Total Week</b>		<b>33.90</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>41.90</b>	
<b>Total Pay Period</b>		<b>74.48</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16.00</b>	<b>0.00</b>	<b>0.00</b>	<b>90.48</b>	

**I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)**

**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Payperiod Notes:**

# Angie Mettie

12/16/2021 to 12/31/2021

Regular  
**74.48**

PTO  
**0.00**

OT  
**0.00**

DT  
**0.00**

To Item 15.  
**74.48**

Time in	Time out	Duration	
<b>December 16, 2021</b>			<b>5.50</b>
12:28pm	5:58pm	5.50	ADM > ADM - Customer Relations
<b>December 17, 2021</b>			<b>5.08</b>
12:11pm	5:16pm	5.08	ADM > ADM - Customer Relations
<b>December 20, 2021</b>			<b>8.30</b>
7:01am	8:32am	1.52	ADM > ADM - Customer Relations
8:32am	9:00am	0.47	MTG > MTG - Staff Meeting
9:00am	3:19pm	6.32	ADM > ADM - Customer Relations
<b>December 21, 2021</b>			<b>8.13</b>
6:58am	3:06pm	8.13	ADM > ADM - Customer Relations
<b>December 22, 2021</b>			<b>8.18</b>
6:55am	3:06pm	8.18	ADM > ADM - Customer Relations
<b>December 23, 2021</b>			<b>5.38</b>
6:56am	12:19pm	5.38	ADM > ADM - Customer Relations
<b>December 27, 2021</b>			<b>10.23</b>
7:22am	8:39am	1.28	ADM > ADM - Customer Relations
8:39am	9:03am	0.40	MTG > MTG - Staff Meeting
9:03am	3:19pm	6.27	ADM > ADM - Customer Relations
6:18pm	6:30pm	0.20	MTG > MTG - Meeting Prep
6:30pm	8:35pm	2.08	MTG > MTG - Council Meeting
<b>December 28, 2021</b>			<b>7.77</b>
7:17am	3:03pm	7.77	ADM > ADM - Customer Relations
<b>December 29, 2021</b>			<b>7.57</b>
7:31am	3:05pm	7.57	ADM > ADM - Customer Relations
<b>December 30, 2021</b>			<b>8.15</b>
7:28am	3:37pm	8.15	ADM > ADM - Customer Relations
<b>December 31, 2021</b>			<b>0.18</b>
3:54pm	4:05pm	0.18	MTG > MTG - Council Meeting

Jessie Gerke

Pay Period

12/16/2021 to

12/31/2021

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday	12/16/2021	3.32							3.32	
Friday	12/17/2021	7.18							7.18	
Saturday	12/18/2021								0.00	
<b>Total Week</b>		<b>10.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10.50</b>	
Sunday	12/19/2021	2.13							2.13	
Monday	12/20/2021	13.20							13.20	
Tuesday	12/21/2021	7.00							7.00	
Wednesday	12/22/2021	2.00							2.00	
Thursday	12/23/2021	5.94							5.94	
Friday	12/24/2021					8.00			8.00	
Saturday	12/25/2021								0.00	
<b>Total Week</b>		<b>30.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>38.27</b>	
Sunday	12/26/2021								0.00	
Monday	12/27/2021	10.54							10.54	
Tuesday	12/28/2021	6.57							6.57	
Wednesday	12/29/2021	6.37							6.37	
Thursday	12/30/2021	6.15							6.15	
Friday	12/31/2021	9.37				8.00			17.37	
Saturday									0.00	
<b>Total Week</b>		<b>39.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>47.00</b>	
<b>Total Pay Period</b>		<b>79.77</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16.00</b>	<b>0.00</b>	<b>0.00</b>	<b>95.77</b>	

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Payperiod Notes:

# Jessica Gerke

12/16/2021 to 12/31/2021

Regular	PTO	OT	DT	To <span style="border: 1px solid black; padding: 2px;">Item 15.</span>
<b>74.12</b>	<b>0.00</b>	<b>5.65</b>	<b>0.00</b>	<b>79.77</b>

Time in	Time out	Duration	
<b>December 16, 2021</b>			<b>3.32</b>
11:40am (MST)	1:27pm (MST)	1.78	WTR > WTR - Booster Pump Maintenance
3:01pm (MST)	4:33pm (MST)	1.53	WTR > WTR - Booster Pump Maintenance
<b>December 17, 2021</b>			<b>7.18</b>
12:55am (MST)	4:58am (MST)	4.05	STRTS > STRTS - Snow Removal
9:16am (MST)	12:24pm (MST)	3.13	WTR > WTR - Water Testing
<b>December 19, 2021</b>			<b>2.13</b>
12:02pm (MST)	2:10pm (MST)	2.13	WTR > WTR - Service Call
<b>December 20, 2021</b>			<b>13.20</b>
12:34am (MST)	9:52am (MST)	9.30	STRTS > STRTS - Snow Removal
9:52am (MST)	11:34am (MST)	1.70	PARK > PARK - Mowing / Trimming
11:34am (MST)	1:46pm (MST)	2.20	WTR > WTR - Meter Reading
<b>December 21, 2021</b>			<b>7.00</b>
9:00am (MST)	9:50am (MST)	0.83	SWR > SWR - Sewer Logs
9:50am (MST)	12:38pm (MST)	2.80	WTR > WTR - Service Call
12:38pm (MST)	2:00pm (MST)	1.37	WTR > WTR - Booster Station & Well Logs
2:00pm (MST)	4:00pm (MST)	2.00	MTG > MTG - Staff Meeting
<b>December 22, 2021</b>			<b>2.00</b>
10:00am (MST)	11:00am (MST)	1.00	MTG > MTG - Staff Meeting
2:30pm (MST)	3:30pm (MST)	1.00	IND > IND - Industrial Park Maintenance
<b>December 23, 2021</b>			<b>5.93</b>
9:04am (MST)	10:01am (MST)	0.95	SWR > SWR - Sewer Logs
10:01am (MST)	10:43am (MST)	0.70	MTG > MTG - Staff Meeting
10:43am (MST)	12:07pm (MST)	1.40	SWR > SWR - System Maintenance
12:07pm (MST)	3:00pm (MST)	2.88	PW > PW - Office Time
<b>December 27, 2021</b>			<b>10.55</b>
12:38am (MST)	8:32am (MST)	7.90	STRTS > STRTS - Snow Removal
2:02pm (MST)	2:47pm (MST)	0.75	SWR > SWR - Sewer Logs
2:47pm (MST)	4:41pm (MST)	1.90	WTR > WTR - Service Call
<b>December 28, 2021</b>			<b>6.57</b>
9:36am (MST)	10:24am (MST)	0.80	SWR > SWR - Sewer Logs
10:24am (MST)	12:04pm (MST)	1.67	WTR > WTR - Service Call
12:04pm (MST)	4:10pm (MST)	4.10	WTR > WTR- Fire Hydrants
<b>December 29, 2021</b>			<b>6.37</b>

10:12am (MST)	11:02am (MST)	0.83	SWR > SWR - Sewer Logs
11:02am (MST)	1:24pm (MST)	2.37	STRTS > Train - Streets
1:24pm (MST)	4:34pm (MST)	3.17	SWR > Train - Sewer

**December 30, 2021**

**6.15**

10:30am (MST)	11:18am (MST)	0.80	SWR > SWR - Sewer Logs
11:18am (MST)	1:00pm (MST)	1.70	WTR > WTR - Service Call
1:00pm (MST)	2:37pm (MST)	1.62	IND > IND - Industrial Park Maintenance
2:37pm (MST)	4:39pm (MST)	2.03	SWR > Train - Sewer

**December 31, 2021**

**9.37**

12:41am (MST)	6:26am (MST)	5.75	STRTS > STRTS - Snow Removal
6:26am (MST)	7:11am (MST)	0.75	SWR > SWR - Sewer Logs
12:34pm (MST)	2:41pm (MST)	2.12	STRTS > STRTS - Snow Removal
2:41pm (MST)	3:26pm (MST)	0.75	WTR > WTR - Service Call

**Daniel Potter**

**Pay Period**

**1/1/2022 to**

**1/15/2022**

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday	1/1/2022								0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Sunday	1/2/2022								0.00	
Monday	1/3/2022								0.00	
Tuesday	1/4/2022	8.58							8.58	
Wednesday	1/5/2022	7.50							7.50	
Thursday	1/6/2022	14.05		2.09					16.14	
Friday	1/7/2022	9.87							9.87	
Saturday	1/8/2022								0.00	
<b>Total Week</b>		<b>40.00</b>	<b>0.00</b>	<b>2.09</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>42.09</b>	
Sunday	1/9/2022								0.00	
Monday	1/10/2022	9.03							9.03	
Tuesday	1/11/2022	7.43							7.43	
Wednesday	1/12/2022	8.08							8.08	
Thursday	1/13/2022	8.20							8.20	
Friday	1/14/2022	5.28							5.28	
Saturday	1/15/2022	1.98		4.54					6.52	
<b>Total Week</b>		<b>40.00</b>	<b>0.00</b>	<b>4.54</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>44.54</b>	
<b>Total Pay Period</b>		<b>80.00</b>	<b>0.00</b>	<b>6.63</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>86.63</b>	

**I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)**

**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Payperiod Notes:**

# Daniel Potter

01/01/2022 to 01/15/2022

Regular	PTO	OT	DT	To <span style="border: 1px solid black; padding: 2px;">Item 15.</span>
<b>80.00</b>	<b>0.00</b>	<b>6.63</b>	<b>0.00</b>	<b>86.63</b>

Time in	Time out	Duration	
<b>January 4, 2022</b>			<b>8.58</b>
12:38am (MST)	9:13am (MST)	8.58	STRTS > STRTS - Snow Removal
<b>January 5, 2022</b>			<b>7.50</b>
7:03am (MST)	2:33pm (MST)	7.50	STRTS > STRTS - Snow Removal
<b>January 6, 2022</b>			<b>16.13</b>
12:37am (MST)	1:09pm (MST)	12.53	STRTS > STRTS - Snow Removal
1:09pm (MST)	4:45pm (MST)	3.60	WTR > WTR - Service Call
<b>January 7, 2022</b>			<b>9.87</b>
1:07am (MST)	6:58am (MST)	5.85	STRTS > STRTS - Snow Removal
1:00pm (MST)	5:01pm (MST)	4.02	WTR > Train - Water
<b>January 10, 2022</b>			<b>9.03</b>
8:30am (MST)	9:04am (MST)	0.57	MTG > MTG - Staff Meeting
9:04am (MST)	2:06pm (MST)	5.03	SWR > SWR - System Maintenance
2:06pm (MST)	5:32pm (MST)	3.43	WTR > WTR- Fire Hydrants
<b>January 11, 2022</b>			<b>7.43</b>
9:41am (MST)	12:38pm (MST)	2.95	STRTS > STRTS - Snow Removal
12:38pm (MST)	1:44pm (MST)	1.10	WTR > WTR - Service Call
1:44pm (MST)	4:36pm (MST)	2.87	WTR > WTR- Fire Hydrants
4:36pm (MST)	5:07pm (MST)	0.52	EQP > EQP - Loader Maintenance
<b>January 12, 2022</b>			<b>8.08</b>
8:41am (MST)	10:36am (MST)	1.92	STRTS > STRTS - Storm Drainage
10:36am (MST)	11:04am (MST)	0.47	WTR > WTR- Fire Hydrants
11:04am (MST)	1:10pm (MST)	2.10	WTR > WTR - Booster Station & Well Logs
1:10pm (MST)	4:46pm (MST)	3.60	WTR > Train - Water
<b>January 13, 2022</b>			<b>8.20</b>
8:53am (MST)	5:05pm (MST)	8.20	WTR > Train - Water
<b>January 14, 2022</b>			<b>5.28</b>
12:00pm (MST)	5:17pm (MST)	5.28	WTR > Train - Water
<b>January 15, 2022</b>			<b>6.52</b>
9:03am (MST)	3:34pm (MST)	6.52	WTR > WTR - Service Call

**NOTES:** School system needs water shut down again for a failed repair. Digging up valves and shut off water to school.

Daniel Potter

Pay Period

12/1/2021 to

12/15/2021

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday	12/16/2021	9.07							9.07	
Friday	12/17/2021	6.73							6.73	
Saturday	12/18/2021								0.00	
<b>Total Week</b>		<b>15.80</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15.80</b>	
Sunday	12/19/2021								0.00	
Monday	12/20/2021	13.46							13.46	
Tuesday	12/21/2021								0.00	
Wednesday	12/22/2021	4.32							4.32	
Thursday	12/23/2021	5.90							5.90	
Friday	12/24/2021					8.00			8.00	
Saturday	12/25/2021								0.00	
<b>Total Week</b>		<b>23.68</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>31.68</b>	
Sunday	12/26/2021								0.00	
Monday	12/27/2021	9.02							9.02	
Tuesday	12/28/2021	10.30							10.30	
Wednesday	12/29/2021	7.03							7.03	
Thursday	12/30/2021	13.65		1.92					15.57	
Friday	12/31/2021					8.00			8.00	
Saturday									0.00	
<b>Total Week</b>		<b>40.00</b>	<b>0.00</b>	<b>1.92</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>49.92</b>	
<b>Total Pay Period</b>		<b>79.48</b>	<b>0.00</b>	<b>1.92</b>	<b>0.00</b>	<b>16.00</b>	<b>0.00</b>	<b>0.00</b>	<b>97.40</b>	

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Payperiod Notes:

# Daniel Potter

12/16/2021 to 12/31/2021

Regular	PTO	OT	DT	To <span style="border: 1px solid black; padding: 2px;">Item 15.</span>
<b>72.72</b>	<b>0.00</b>	<b>8.68</b>	<b>0.00</b>	<b>81.40</b>

Time in	Time out	Duration	
<b>December 16, 2021</b>			<b>9.07</b>
7:18am (MST)	11:32am (MST)	4.23	EQP > EQP - Loader Maintenance
11:32am (MST)	4:22pm (MST)	4.83	WTR > WTR - Booster Station & Well Logs
<b>December 17, 2021</b>			<b>6.73</b>
1:00am (MST)	7:44am (MST)	6.73	STRTS > STRTS - Snow Removal
<b>December 20, 2021</b>			<b>13.47</b>
12:26am (MST)	1:54pm (MST)	13.47	STRTS > STRTS - Snow Removal
<b>December 22, 2021</b>			<b>4.32</b>
8:52am (MST)	11:01am (MST)	2.15	WTR > WTR - Booster Station & Well Logs
11:01am (MST)	12:45pm (MST)	1.73	EQP > EQP - Loader Maintenance
1:51pm (MST)	2:17pm (MST)	0.43	STRTS > STRTS - Snow Removal
<b>December 23, 2021</b>			<b>5.90</b>
8:41am (MST)	10:00am (MST)	1.32	WTR > WTR - Booster Station & Well Logs
10:00am (MST)	10:34am (MST)	0.57	MTG > MTG - Staff Meeting
10:34am (MST)	2:35pm (MST)	4.02	STRTS > STRTS - Storm Drainage
<b>December 27, 2021</b>			<b>9.02</b>
12:10am (MST)	8:29am (MST)	8.32	STRTS > STRTS - Snow Removal
8:29am (MST)	9:11am (MST)	0.70	MTG > MTG - Staff Meeting
<b>December 28, 2021</b>			<b>10.30</b>
8:17am (MST)	9:19am (MST)	1.03	WTR > WTR - Booster Station & Well Logs
9:19am (MST)	12:07pm (MST)	2.80	WTR > WTR - Leak Letters
12:07pm (MST)	3:19pm (MST)	3.20	WTR > WTR - Service Call
3:19pm (MST)	6:35pm (MST)	3.27	WTR > WTR- Fire Hydrants
<b>December 29, 2021</b>			<b>7.03</b>
8:21am (MST)	12:09pm (MST)	3.80	EQP > EQP - Loader Maintenance
12:09pm (MST)	3:23pm (MST)	3.23	IND > IND - Industrial Park Maintenance
<b>December 30, 2021</b>			<b>15.57</b>
12:11am (MST)	4:03am (MST)	3.87	STRTS > STRTS - Snow Removal
8:25am (MST)	8:07pm (MST)	11.70	WTR > WTR - Service Call

**Kyla Gardner**

**Pay Period**

**1/1/2022 to**

**1/15/2022**

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday	1/1/2022								0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Sunday	1/2/2022								0.00	
Monday	1/3/2022	6.90							6.90	
Tuesday	1/4/2022	6.40							6.40	
Wednesday	1/5/2022	6.25							6.25	
Thursday	1/6/2022	6.33							6.33	
Friday	1/7/2022	4.30							4.30	
Saturday	1/8/2022								0.00	
<b>Total Week</b>		<b>30.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30.18</b>	
Sunday	1/9/2022								0.00	
Monday	1/10/2022	9.40							9.40	
Tuesday	1/11/2022	6.33							6.33	
Wednesday	1/12/2022	6.33							6.33	
Thursday	1/13/2022	6.78							6.78	
Friday	1/14/2022	4.03							4.03	
Saturday	1/15/2022								0.00	
<b>Total Week</b>		<b>32.87</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32.87</b>	
<b>Total Pay Period</b>		<b>63.05</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>63.05</b>	

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**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Payperiod Notes:**

# Kyla Gardner

01/01/2022 to 01/15/2022

Regular	PTO	OT	DT	To	Item 15.
<b>63.05</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>63.05</b>	

Time in	Time out	Duration	
<b>January 3, 2022</b>			<b>6.90</b>
8:36am	3:30pm	6.90	ADM › ADM - Customer Relations
<b>January 4, 2022</b>			<b>6.40</b>
8:34am	2:58pm	6.40	ADM › ADM - Customer Relations
<b>January 5, 2022</b>			<b>6.25</b>
8:51am	3:06pm	6.25	ADM › ADM - Customer Relations
<b>January 6, 2022</b>			<b>6.33</b>
8:38am	2:58pm	6.33	ADM › ADM - Customer Relations
<b>January 7, 2022</b>			<b>4.30</b>
8:44am	1:02pm	4.30	ADM › ADM - Customer Relations
<b>January 10, 2022</b>			<b>9.40</b>
8:25am	9:43am	1.30	MTG › MTG - Staff Meeting
9:43am	3:11pm	5.47	ADM › ADM - Customer Relations
6:04pm	8:42pm	2.63	MTG › MTG - Council Meeting
<b>January 11, 2022</b>			<b>6.32</b>
8:46am	3:05pm	6.32	ADM › ADM - Customer Relations
<b>January 12, 2022</b>			<b>6.33</b>
8:39am	2:59pm	6.33	ADM › ADM - Customer Relations
<b>January 13, 2022</b>			<b>6.78</b>
8:22am	3:09pm	6.78	ADM › ADM - Customer Relations
<b>January 14, 2022</b>			<b>4.03</b>
8:42am	12:44pm	4.03	ADM › ADM - Customer Relations

**Dana Kautz**

**Pay Period**

**12/16/2021 to**

**12/31/2021**

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday	12/16/2021	1.30							1.30	
Friday	12/17/2021								0.00	
Saturday	12/18/2021								0.00	
<b>Total Week</b>		<b>1.30</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.30</b>	
Sunday	12/19/2021								0.00	
Monday	12/20/2021								0.00	
Tuesday	12/21/2021	5.88							5.88	
Wednesday	12/22/2021								0.00	
Thursday	12/23/2021								0.00	
Friday	12/24/2021								0.00	
Saturday	12/25/2021								0.00	
<b>Total Week</b>		<b>5.88</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5.88</b>	
Sunday	12/26/2021								0.00	
Monday	12/27/2021								0.00	
Tuesday	12/28/2021								0.00	
Wednesday	12/29/2021								0.00	
Thursday	12/30/2021								0.00	
Friday	12/31/2021								0.00	
Saturday									0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Pay Period</b>		<b>7.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7.18</b>	

**I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)**

**Employee Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Payperiod Notes:**

# Dana Kautz

12/16/2021 to 12/31/2021

Regular	PTO	OT	DT	To
<b>7.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7.18</b>

Item 15.

Time in	Time out	Duration	
<b>December 16, 2021</b>			<b>1.30</b>
12:17pm	1:35pm	1.30	ADM > ADM - Customer Relations
<b>December 21, 2021</b>			<b>5.88</b>
10:04am (MST)	3:57pm (MST)	5.88	ADM > ADM - Customer Relations

Jessie Gerke

Pay Period

1/1/2022 to

1/15/2022

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday	1/1/2022								0.00	
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Sunday	1/2/2022								0.00	
Monday	1/3/2022	4.90							4.90	
Tuesday	1/4/2022	6.83							6.83	
Wednesday	1/5/2022	1.00						7.00	8.00	
Thursday	1/6/2022							8.00	8.00	
Friday	1/7/2022							8.00	8.00	
Saturday	1/8/2022								0.00	
<b>Total Week</b>		<b>12.73</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>23.00</b>	<b>35.73</b>	
Sunday	1/9/2022								0.00	
Monday	1/10/2022	8.13							8.13	
Tuesday	1/11/2022	8.20							8.20	
Wednesday	1/12/2022	3.58							3.58	
Thursday	1/13/2022	7.47							7.47	
Friday	1/14/2022	6.82							6.82	
Saturday	1/15/2022								0.00	
<b>Total Week</b>		<b>34.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>34.20</b>	
<b>Total Pay Period</b>		<b>46.93</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>23.00</b>	<b>69.93</b>	

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Payperiod Notes:

# Jessica Gerke

01/01/2022 to 01/15/2022

Regular  
**46.93**

PTO  
**0.00**

OT  
**0.00**

DT  
**0.00**

To Item 15.  
**46.93**

Time in	Time out	Duration	
<b>January 3, 2022</b>			<b>4.90</b>
9:04am (MST)	9:47am (MST)	0.72	SWR > SWR - Sewer Logs
9:47am (MST)	1:04pm (MST)	3.28	WTR > WTR - Service Call
1:04pm (MST)	1:58pm (MST)	0.90	PW > PW - Office Time
<b>January 4, 2022</b>			<b>6.83</b>
12:40am (MST)	7:30am (MST)	6.83	STRTS > STRTS - Snow Removal
<b>January 5, 2022</b>			<b>1.00</b>
9:30am (MST)	10:30am (MST)	1.00	MTG > MTG - Staff Meeting
<b>January 10, 2022</b>			<b>8.13</b>
8:00am (MST)	8:32am (MST)	0.53	SWR > SWR - Sewer Logs
8:32am (MST)	9:33am (MST)	1.02	MTG > MTG - Staff Meeting
9:33am (MST)	1:00pm (MST)	3.45	SWR > SWR - Auger Room Maintenance
1:00pm (MST)	4:08pm (MST)	3.13	SWR > SWR - System Maintenance
<b>January 11, 2022</b>			<b>8.20</b>
9:05am (MST)	9:47am (MST)	0.70	SWR > SWR - Sewer Logs
9:47am (MST)	10:43am (MST)	0.93	PW > PW - Office Time
10:43am (MST)	3:03pm (MST)	4.33	STRTS > STRTS - Snow Removal
3:03pm (MST)	4:21pm (MST)	1.30	PW > PW - City Shop > Shop
4:21pm (MST)	5:17pm (MST)	0.93	WTR > WTR - Booster Pump Maintenance
<b>January 12, 2022</b>			<b>3.58</b>
10:33am (MST)	11:12am (MST)	0.65	SWR > SWR - Sewer Logs
11:12am (MST)	2:08pm (MST)	2.93	SWR > Train - Sewer
<b>January 13, 2022</b>			<b>7.47</b>
9:36am (MST)	10:16am (MST)	0.67	SWR > SWR - Sewer Logs
10:16am (MST)	11:28am (MST)	1.20	SWR > SWR - System Maintenance
11:28am (MST)	2:07pm (MST)	2.65	WTR > Train - Water
2:07pm (MST)	4:11pm (MST)	2.07	WTR > WTR - Service Call
4:11pm (MST)	5:04pm (MST)	0.88	PW > PW - City Shop > Shop
<b>January 14, 2022</b>			<b>6.82</b>
9:24am (MST)	10:07am (MST)	0.72	SWR > SWR - Sewer Logs
10:07am (MST)	11:07am (MST)	1.00	WTR > WTR - Service Call
11:07am (MST)	12:21pm (MST)	1.23	WTR > WTR - Booster Station & Well Logs
12:21pm (MST)	4:13pm (MST)	3.87	WTR > WTR - Service Call