



# City Council Regular Meeting & Budget Hearing Agenda

Monday, August 11, 2025 at 6:30 PM  
City Council Chambers, 101 S. Commercial Avenue, 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/82902579215?pwd=a67xlu8W6fQnrSyeuUGdh9WNQuvrNd.1>

Call in: 253-215-8782

Meeting ID: 829 0257 9215

Password: 656982

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

### **PUBLIC INPUT**

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

### **REPORTS**

1. Mayor's Report
2. Staff Reports

### **DISCUSSION ITEMS**

3. The New Meadows Youth Center
4. Meadows Subdivision Update
5. Adams County Sheriff's Contract - Ryan Zollman

### **PUBLIC HEARING**

6. Fiscal Year 25/26 City of New Meadows Budget Hearing
  - a. Open Hearing
  - b. Public Comment
  - c. Close Hearing

### **ACTION ITEMS**

7. TBD-2025 Annual Appropriations Ordinance
8. Municipal Prosecutions Services Agreement
9. Depot Use During Labor Day
10. Meadows Valley Early Learning Foundation Lease
11. Short Term RV Use Application - Carpenter
12. High Mountain Cleaning & Property Services Cleaning Contract
13. Cordelia Vargas Cleaning Contract
14. Retraction of Ordinance 405-2024 Zoning Code Amendment Rear Setbacks
15. Executive Session 74-206(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student

## CONSENT AGENDA

- [16.](#) Paid & Pending Claims
- [17.](#) July 2025 Payroll
- 18. April, May & June 2025 Financials
- [19.](#) July 14, 23, & 28 , 2025 Meeting Minutes

## FUTURE MEETING TOPICS

## ADJOURNMENT

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

City of New Meadows Mission Statement:

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

August 11, 2025

We still have not received payment for the right of way permits from Ziplly and they still need to provide a new schedule of when they will be working on projects in town. No work will begin until payment is received and the schedule is updated. They still need to request locates for the project areas, also. John Stone is continuing to work with the many different facets of this project.

The City Hall Grand Opening Open House was a great success with over 120 people attending. It was great to see the Adams County Historical Society being recognized for all of their hard work and there was great feedback on the new City Hall set up.

The National Night Out was also a great success with many families coming out to get free hotdogs, snow cones and mini donuts. The library had a craft table where people could make buttons, keychains or mirrors and Ignite Idaho and YAC had giveaways and facepainting. We are looking forward to making this an annual event. I appreciate the partnership with the Meadows Valley Community Center in making this a huge success. It was made possible due to the donations of local businesses, the presence of the Adams County Sheriff, Meadows Valley Fire and EMS and the community as a whole coming out to participate.

Part of the reason for the National Night Out is to be aware of what is happening in our neighborhoods. If there are suspicious activities observed by citizens in our community, those need to be reported to the Sheriff's department. We are a small community with many people traveling through our town. Safety is our first priority and if we work together we can keep our neighborhoods safe.

The City staff, Kirk Kundrick, John Stone and myself met with Grae Harper and a couple of other representatives from Keller on July 30 regarding engineering services for the city. As we found out at the last City Council meeting, Grae has moved to Texas but he will continue to work with the City remotely and will be traveling back to Idaho on a regular basis to be available for any needs we may have. Justin and Rich, from Kellar, will also be available to be on site if we need assistance. I am very glad to hear that Grae will be able to follow through with us on the projects we have going.

Last year, we received a grant of \$10,000 for a community service project that will make sure that every home in our community has working smoke detectors. I have reached out to Mark Peterson at C&M to start looking into how much the smoke detectors and batteries will cost. This will be a long-term project and I have shared the project idea with Leandra Smith at the Fire Department and I hope we can work together with them to see this safety project move forward.

The Gold Line Transit continues to grow. There were 381 riders in June which was the highest number of riders to date. We are looking at including the Youth Center in the route and those details are being considered by Treasure Valley Transit.

EMS is such an integral part of the infrastructure of our community, but as the Mayor and City Council, representing the community, we need to consider the implications of the proposed ambulance district change. In order to review the possible implications, the City will hold a special City Council meeting on Thursday to ask questions of the Fire Commissioners that have not yet been answered. The meeting on Thursday will be open to the public, as all City Council meetings are, but the purpose of the meeting is to talk directly to the Fire Commissioners regarding the Ambulance District proposal. The Fire Department has held two public meetings regarding the ambulance district proposal. The meeting on Thursday will not be another one of those meetings. We will be discussing the proposal with the Fire Commissioners only. This is not a public HEARING. This is a City Council meeting with the Fire Commissioners for a stated purpose. The public is invited to attend and hear the discussion, but if there are comments to be made, they will need to take place outside the meeting with the Fire Commissioners or Mayor or City Council members.

Public nuisance letters will go out this week using the process that is in our ordinance. Several properties have already been notified that they will be getting a letter in hopes they will start work on getting their place cleaned up right away.

# EMPLOYEE MONTHLY STATUS REPORT

**EMPLOYEE**

Kyla Gardner

**DEPARTMENT**

Admin, City Clerk

**MONTH**

July 2025

**TASKS COMPLETED**

- Claims
- Payroll
- Billing
- Email Billing
- Ach Payments
- Process Payments
- Working on Meeting Minutes (catch up)
- IP Invoices

- Update social media/mobile text alerts
- Meadows Valley Monday Newsletter
- Agenda creation for City Council, Parks & Rec and Road/Street Meetings
- Finished FY 25/26 Budget and Ordinance

**PROJECTS IN PROGRESS**

- Working on getting caught up on monthly financials and bank reconciliation.
- Working on Cleaning out old City Hall Building and filing all documents, creating records destruction list.
- Creating Reimbursement applications for Youth Center Project (monthly)
- Working on the Title IV plan for ITD for future federal funding grants
- Childcare Advisory Committee meeting and planning for future meetings (weekly meetings and walk throughs)
- Correspondence with Grae Harper –Keeping him updated on all City Projects and Status/ Working in providing his team will all documents needed for the Wastewater Facility Plan.
- Working with developers and answering daily planning and zoning questions (there have been a lot of Right of Way permit requests, building permits and digline requests.)

**CHALLENGES / ISSUES**

Not having a dropbox at the Depot. Trying to find someone who can create and install a new one that works for the Depot location.

**COMMUNITY INPUT & COMMENTS**

The grand opening for City Hall at the Depot went really well. We received so many positive comments.

# EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE	DEPARTMENT	MONTH
Sonya Brodhecker	Admin-Deputy Clerk	Aug 2025

## TASKS COMPLETED

Posting payments & documenting all payments  
Taking customer complaints and concerns and trying to resolve  
City Council Meeting minutes typing & getting approved  
Scanning & filing  
Taking Animal Control incident reports & sending to Dispatch  
Issue Citations For Dogs at large & collecting Fines  
Billing W/ Kyla  
Red door notices  
Load Meters w/ Kyla  
Close Batch's Make deposits  
Move in move outs

## PROJECTS IN PROGRESS

\*still trying to get moved in and organized at the Depot

## CHALLENGES / ISSUES

Move in Move outs very challenging  
lots of steps to learn

## COMMUNITY INPUT & COMMENTS

Everyone would like to see the Drop box installed at the New City Hall

# EMPLOYEE MONTHLY STATUS REPORT

**EMPLOYEE**

Hunter Brown

**DEPARTMENT**

Public Works

**MONTH**

July

## TASKS COMPLETED

**Equipment and Shop:**

- Routine Cleaning and Organization Management
- Keep up Yellow Iron: P.M. Sheets, general and annual servicing –
- Maintain Ford: service calls & Emergencies.
- Maintain Chevy: Animal Control, park maintenance, Go-for
- Maintain Misc. Equipment: Power & hand tools
- Maintain inventory of consumables: Grease, fluids, cleaners & Filters.

**Streets:**

- Understand responsibility for Streets Repair & Maintenance. Become aware of budgeting.
- Maintain Material Purchase Records & Understand consumability of varied materials
- Become familiar with right of way, zoning, and other codes relevant to public safety
- Maintain awareness of Zipley Fiber operations – keep communication with John Stone
- Attend Relevant Wastewater Classes. (Online) (IRWA)

**Park:**

- Unlock and clean restrooms
- Inventory, stock/replace paper, and odor control
- Seasonal tasks: Move and reinstate irrigation laterals 1x-3x day

**Water:**

- Understand responsibility for Source Water Facility operation & Shadow Licensed Operator (Kirk) x2
- Ensure communication with Infrastructure specialist, Mr. John Stone, regarding all related projects
- Maintain Vigilance for emergencies
- Attain further involvement by increasing communication
- Attend Relevant Drinking Water Classes.
- Maintain Water Records (Source Well / Water Meter Data / Diamond Maps)
- Exercise hydrants and valves whenever possible

**Sewer:**

- Understand responsibility for Water Resource Recovery Facility operation
- Keep Land app. Laterals adjusted and positioned on schedule.
- Maintain security against intruders of all non-areal species
- Maintain WRRF seasonal functions & records
- Report any abnormal fluctuation in plant statistics

## PROJECTS IN PROGRESS

**Equipment and Shop:**

- Routine Cleaning and Organization Management
- Keep up Yellow Iron: P.M. Sheets, general and annual servicing –
- Maintain Ford: service calls & Emergencies.
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**Streets:**

- Understand responsibility for Streets Repair & Maintenance. Become aware of budgeting.
- Maintain Material Purchase Records & Understand consumability of varied materials
- Become familiar with right of way, zoning, and other codes relevant to public safety
- Maintain awareness of Zipley Fiber operations – keep communication with John Stone

**Park:**

- Unlock and clean restrooms
- Inventory, stock/replace paper, and odor control
- Seasonal tasks: Move and reinstate irrigation laterals 1x-3x day

**Water:**

- Understand responsibility for Source Water Facility operation & Shadow Licensed Operator (Kirk) x2
- Ensure communication with Infrastructure specialist, Mr. John Stone, regarding all related projects
- Maintain Vigilance for emergencies
- Attain further involvement by increasing communication
- Attend Relevant Drinking Water Classes.
- Maintain Water Records (Source Well / Water Meter Data / Diamond Maps)
- Exercise hydrants and valves whenever possible

**Sewer:**

- Understand responsibility for Water Resource Recovery Facility operation
- Shadow Licensed operator whenever possible – John Stone, Kirk Kundrick, or Warren Drake
- Keep Land app. Laterals adjusted and positioned on schedule.
- Maintain security against intruders of all non-areal species
- Maintain WRRF seasonal functions & records
- Report any abnormal fluctuation in plant statistics

## CHALLENGES / ISSUES

**Schedule Sewer License Testing:**

The Public works will strive to collect facility operator licenses as soon as time allows. As we are nearing the end of the busy summer months, as well as the beginning of the Fall Idaho Rural water conference, multiple opportunities may present themselves to allow the public works team to collect contact info of nearby testing facilities, and their respective proctors, in order to begin scheduling for the soonest possible test date.

**Equipment wear, Inevitable failure, and Downtime:**

As is public knowledge, the City of New Meadows Public Works Dept. as well as many other departments is understaffed and many of the current laborers are fairly new hires with a degree of inexperience operating and maintain City. As a result, certain assets sporting a comparative hour count have begun to show signs of acute malfunction. However, the City's yellow pages are lined with competent contacts each boasting decades of experience halting early wear and reinstating tired equipment.

## COMMUNITY INPUT & COMMENTS

The public often voice complaints with many aspects of functionality in nearly every department of City operation. However, these busy months put said departments in good light as more grandiose projects can be seen moving forward.

NEW MEADOWS YOUTH CENTER UPDATE

August 11, 2025

Item 3.

Flooring is in the childcare portion of the building. The youth center flooring will be done in 2 weeks.

Electrical is being finished this week and next week.

Painting is done except for the door jams which will be done this weekend.

Interior doors will be installed next Wednesday.

Prep work will be done this weekend for the outside ramp and parking.

The project is on time for the preschool to begin September 8 with the school having access to the building the week before.

AN ORDINANCE TO BE TERMED THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF NEW MEADOWS, IDAHO, FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2025, AND ENDING ON SEPTEMBER 30, 2026, APPROPRIATING SUMS OF MONEY IN THE AGGREGATE AMOUNT OF **\$2,746,866.00** TO DEFRAY ALL NECESSARY EXPENSES AND LIABILITIES OF THE CITY OF NEW MEADOWS FOR SAID FISCAL YEAR; SPECIFYING THE OBJECT AND PURPOSES FOR WHICH SUCH APPROPRIATIONS ARE MADE AND THE AMOUNT APPROPRIATED FOR EACH OBJECT AND PURPOSE; AUTHORIZING THE CERTIFICATION TO THE COUNTY COMMISSIONERS OF ADAMS COUNTY, IDAHO, THE AMOUNT OF **\$192,414** IN PROPERTY TAXES TO BE LEVIED AND ASSESSED UPON THE TAXABLE PROPERTY IN THE CITY; PROVIDING FOR THE FILING OF A COPY OF THIS ORDINANCE WITH THE OFFICE OF THE IDAHO SECRETARY OF STATE AS PROVIDED BY LAW; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF NEW MEADOWS, ADAMS COUNTY, IDAHO, AS FOLLOWS:

Section 1. The sum of **\$2,746,866.00** is hereby appropriated to defray all necessary expenses and liabilities of the City of New Meadows, Adams County, Idaho, for the fiscal year commencing October 1, 2025, and ending September 30, 2026.

Section 2. The objects and purposes for which such appropriation is made, and the amount appropriated for each object and purpose, are as follows:

<b>AMOUNT APPROPRIATED FOR EXPENDITURES</b>		
<b>GENERAL FUND</b>		
General Dept.....	\$	153,246.00
Wages, taxes & benefits .....	\$	74,510.00
Police Dept. (includes Animal Control) ...	\$	33,660.00
Street Dept. ....	\$	453,896.00
Youth Sports .....	\$	4,000.00
Childcare Center .....	\$	750,000.00
Youth Center .....	\$	81,000.00
<b>TOTAL GENERAL FUNDS</b>		<b>\$ 1,551,312.00</b>
<b>ENTERPRISE FUNDS</b>		
Water Dept. ....	\$	355,384.00
Industrial Park .....	\$	345,478.00
Sewer Dept. ....	\$	489,692.00
MV Roundup Fund.....	\$	5,000.00
<b>TOTAL ENTERPRISE FUNDS</b>		<b>\$ 1,195,554.00</b>
<b>TOTAL BUDGET FOR FISCAL YEAR 2025-2026</b>		<b><u>\$ 2,746,866.00</u></b>

Section 3. The amount of **\$192,414** is hereby authorized to be certified by the City of New Meadows to the Board of Commissioners and Adams County, Idaho, in accordance with Section 50-1007, Idaho Code, to be levied and assessed as a property tax on the taxable property within the City of New Meadows for the fiscal year commencing October 1, 2025, and ending September 30, 2026.

Section 4. The City Clerk is hereby authorized and directed to cause a certified copy of this ordinance to be filed with the Office of the Secretary of State of the State of Idaho, as required by Section 50-1003, Idaho Code.

Section 5. This ordinance shall be published once in full in the official newspaper of the City and shall take effect and be in force from and after its passage, approval and publication.

Passed under suspension of the rules by roll call of the City Council of the City of New Meadows, Adams County, Idaho, this 11th day of August 2025.

\_\_\_\_\_  
Julie Good, Mayor

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

## EXCLUSIVE MUNICIPAL PROSECUTIONS SERVICES AGREEMENT

THIS EXCLUSIVE MUNICIPAL PROSECUTIONS SERVICES AGREEMENT (hereinafter, the “Agreement”) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by the **City of New Meadows** (hereinafter, the “City”) and the **Office of the Adams County Prosecuting Attorney** (hereinafter, “Prosecutor”).

### RECITALS

**WHEREAS**, the City of New Meadows is a duly formed and existing municipality pursuant to the Constitution and laws of the State of Idaho;

**WHEREAS**, Peter Donovan, or his successor in office, is a duly licensed attorney in the State of Idaho and the Adams County Prosecuting Attorney;

**WHEREAS**, City is desirous of engaging Prosecutor’s services to prosecute misdemeanors and infractions violating state law or county or city ordinance and committed within the municipal limits of the City of New Meadows;

**WHEREAS**, Prosecutor is desirous of providing prosecutorial services to City, namely, to prosecute misdemeanors and infractions violating state law or county or city ordinance and committed within the municipal limits of the City of New Meadows;

**WHEREAS**, City and Prosecutor find it mutually beneficial for Prosecutor to be the exclusive provider of criminal and infraction prosecution services for City;

### TERMS OF AGREEMENT

**NOW THEREFORE**, the parties agree as follows:

1. **SCOPE OF SERVICES.** Prosecutor shall have the exclusive right and obligation to prosecute misdemeanors and infractions violating state law or county or city ordinance and committed within the municipal limits of the City of New Meadows.
2. **TERM OF AGREEMENT.** The term of this Agreement shall commence on \_\_\_\_\_, 2025, and shall continue for a period of 1 calendar year. This Agreement shall automatically renew for successive 1-year terms unless terminated as provided below.
3. **TERMINATION OF AGREEMENT.** Either party may, upon service of written notice to the other party, terminate this Agreement. Said notice of termination must be received by the nonterminating party at least one (1) full calendar month prior to the effective date of termination, and in any event not less than thirty (30) days prior thereto.
4. **COMPENSATION.** For provision of the above-described prosecutorial services, City shall pay Prosecutor, on a monthly basis, the base rate of One Thousand Five Hundred Dollars (\$1,500.00), with each payment due and payable, in advance, on the first day of each month. In addition to the base rate, City shall pay to Prosecutor an additional Two Hundred

Fifty Dollars (\$250.00) per one-half (1/2) day of each jury trial prosecuted pursuant to this Agreement by Prosecutor, with said sum due and payable on the first day of the month immediately following the final day of any such jury trial. Prosecutor shall tender to City a monthly invoice for services rendered.

5. **COOPERATION.** City and Prosecutor agree to cooperate, each with the other, and to require the cooperation of their respective employees and agents, to facilitate the timely and effective provision of all services contemplated herein.
6. **GUIDANCE.** Prosecutor agrees to provide commentary at the request of the City Council, the Mayor, or the City Attorney upon the enforceability and effectiveness of existing or proposed city ordinances that establish misdemeanor or infraction penalties. This section shall not be construed to require comment on any individual case actively being litigated or likely to be litigated at the time of the request.
7. **RESOURCES.** Prosecutor shall employ, furnish and supply all personnel, equipment, supplies, and services traditionally and legally within the purview of the office of Prosecuting Attorney and necessary for performance of the duties contemplated herein.
8. **PERSONNEL AND PROFESSIONAL JUDGMENT.** The employment and termination of staff and deputy prosecutors, the retention of additional professional services or expert witnesses, the establishment and enforcement of standards of performance, the management, control and discipline of personnel, and the direction and regulation of Prosecutor's professional judgment in rendering legal services shall be within the exclusive control and discretion of Prosecutor.
9. **MISCELLANEOUS PROVISIONS.**
  - a. This Agreement represents the collaborative efforts of both parties and is the result of the parties' negotiations. Neither party is deemed to be the drafter for purposes of construction and interpretation.
  - b. In the event that any part of this Agreement is adjudged invalid, illegal, or unenforceable, the remaining provisions shall not be affected and shall remain in full force and effect.
  - c. This rights and obligations hereunder may not be assigned except with the express written consent of both parties or by court order.
  - d. Nothing in this Agreement shall be construed as giving rise to an employer-employee relationship between the parties.
  - e. This Agreement shall be construed in accordance with and governed by the laws of the State of Idaho.

- f. Nothing in this Agreement shall be construed to require any action or omission by Prosecutor that, in his professional judgment, would substantially risk violating any provision of the Rules of Professional Conduct adopted by the Idaho State Bar.
- g. The venue for any action or proceedings brought in relation hereto shall be the Idaho Third Judicial District, in Council, Idaho.
- h. If either party brings any action or proceeding for damages for an alleged breach of any provision of this Agreement, or to enforce, protect or establish any right or remedy hereunder, the prevailing party shall be entitled to recover, as a part of the action or proceeding, reasonable attorneys' fees and court costs.
- i. This Agreement contains the entire agreement between the parties and may be modified only by a written instrument signed by both parties. No representations or promises have been made other than those specified in this Agreement.

**IN WITNESS THEREOF** the parties hereunto have caused this Agreement, consisting of three (3) pages, to be executed on their behalf by a duly authorized representative, as of the date first set forth above.

**City of New Meadows, Idaho**

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

**Attest:**

\_\_\_\_\_  
Kyla Gardner, City Clerk

**Office of the Adams County Prosecuting Attorney**

By: \_\_\_\_\_  
Peter Donovan, Adams County Prosecuting Attorney

**LEASE BETWEEN  
THE CITY OF NEW MEADOWS AND MEADOWS VALLEY EARLY LEARNING FOUNDATION INC**

THIS LEASE is made as of the \_\_\_ day of \_\_\_\_\_, 2025, between the CITY OF NEW MEADOWS ("Landlord") and the MEADOWS VALLEY EARLY LEARNING FOUNDATION INC("Tenant").

**1. Definitions.**

The following terms as used in this Ground Lease shall have the meanings set forth as follows:

- 1.1 "Landlord":** The City of New Meadows, whose address is 101 S. Commercial Ave., New Meadows, Idaho 83654.
- 1.2 "Tenant":** Meadows Valley Early Learning Foundation Inc, P.O. Box 324, New Meadows, Idaho 83654-0324
- 1.3 "Leased Premises":** Portions of the building located at 400 Petersen Memorial Avenue, New Meadows, ID 83654, as depicted in Exhibit A, attached hereto.
- 1.4 "New Meadows Youth Center for Childcare":** The child care facility located at the Leased Premises.

**2. Term**

- 2.1** Landlord leases and Tenant rents the Leased Premises for a term commencing on September 15, 2025, for a period of one year, and terminating on September 15, 2026. Landlord and Tenant may agree to continue the Lease from year to year by giving each other at least sixty (60) days' written notice of the intent to continue the lease. Either Landlord or Tenant may terminate the Lease by giving the other at least 60 days' written notice of intent to terminate the Lease.

**3. Rent**

- 3.1** Tenant agrees to pay Landlord rent in the amount of One Hundred Dollars (\$100.00) per year, payable at the commencement of the Lease term.

**4. Other Use**

- 4.1** Tenant acknowledges that Landlord has an agreement with the Meadows Valley School District which permits the School District to use a portion of the Leased Premises for the School District's preschool program as noted on Exhibit A. Tenant will not interfere with the School District's use of its portion of the Leased Premises for the half day preschool program.

**5. Installation and Maintenance**

- 5.1** Tenant will be responsible for the regular cleaning and everyday maintenance of the portions of the Leased Premises Tenant is using.
- 5.2** Tenant is responsible for payment of electricity use of the entire Leased Premises.
- 5.3** Landlord will provide snow removal services.

## **6. Indemnification and Insurance**

- 6.1** Tenant, during the term of this Ground Lease, agrees to indemnify, defend and hold harmless Landlord from and against any and all liability, claims, damages, expenses, judgments, proceedings and causes of action, for injury to or death of any person or damage to or destruction of any property occurring in the portion of the Leased Premises owned by Landlord, unless caused by the willful or negligent act or omission of Landlord, its subtenants, agents, contractors or employees.
- 6.2** Tenant is responsible for its own insurance, employees and all programs for childcare. Tenant acknowledges that Landlord has no responsibility for Tenant's insurance, employees or child care programs. It also is acknowledged that Landlord has no duty of supervision with respect to Tenant's employees or Tenant's child care program.

## **7. Compliance with Laws**

- 7.1** Tenant agrees not to violate any law, ordinance, rule or regulation of any governmental authority having jurisdiction of the Leased Premises. Tenant may contest the validity of any such law, ordinance, rule or regulation but shall indemnify and hold Landlord harmless against the consequences of any violation thereof by Tenant.

## **8. Notices**

- 8.1** Any notice provided for herein or desired hereunder shall be in writing and shall be given by personal delivery, by United States mail, postage or delivery charge prepaid, return receipt requested, addressed to, with respect to Landlord, to the Mayor, and with respect to Tenant, to the President, at the addresses set forth above. The address to which notices are to be given may be changed at any time by either party by written notice to the other party. All notices given pursuant to this Lease shall be deemed given upon receipt.

## **9. Rights of Successors**

- 9.1** All of the rights and obligations under this Ground Lease shall bind and inure to the benefit of the heirs, personal representatives, successors and assigns of the parties hereto.

## **10. Venue and Application of Law**

- 10.1** Venue of any lawsuit arising out of the Ground Lease shall be Adams County District Court, State of Idaho.
- 10.2** This Ground Lease shall be construed under and governed by the laws of the State of Idaho.

EXECUTED as of the date first above written.

**LANDLORD:**

CITY OF NEW MEADOWS

By \_\_\_\_\_

Its \_\_\_\_\_

**TENANT:**

MEADOWS VALLEY EARLY LEARNING FOUNDATION INC

By \_\_\_\_\_

Its \_\_\_\_\_

# City of New Meadows Short Term RV Use Permit Application

**Permit Type:**     Emergency     Transitional     Displacement     Vacation

### Applicant Information:

Applicant Name: Bart Carpenter  
Applicant Mailing Address: 207 N. Elk Lake Rd.  
Physical Address for RV: 233 Larae St.  
Applicant Phone Number: (208) 315-0745  
RV License #: \_\_\_\_\_  
RV License Expiration Date: \_\_\_\_\_

### Property Owner Information:

Same as applicant  
Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Physical Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Property Zone: \_\_\_\_\_

Complete the section below that pertains to the permit you are applying for.

**E** Emergency Permit: due to:     Fire     Flood     Wind     Earthquake     Other: \_\_\_\_\_  
RV Location:     My Property     The Property of: \_\_\_\_\_

Please Initial: All are required for an Emergency Permit.

- \_\_\_ I have provided proof of the emergency (photos, contracts for repair, maintenance, etc.)
- \_\_\_ I have provided written permission to place RV on a property other than my own.
- \_\_\_ I understand the permit is valid for 30-90 days with one extension, if necessary.
- \_\_\_ My RV will be occupied only by myself and immediate family.
- \_\_\_ My RV will not be parked on any street.
- \_\_\_ My RV will not be parked in any easement from November 1st - April 30th.

**T** Transitional Permit: (residing in RV while building a home)

Please Initial: All are required for a Transitional Permit.

- BC I have provided a copy of my building permit.
- BC I have provided a copy of my building contract or manufactured home purchase agreement.
- BC I understand the permit is valid for 180 days with one 90-day extension, if necessary.
- BC My RV will be occupied only by myself and immediate family.
- BC My RV will not be parked on any street.
- BC My RV will not be parked in any easement from November 1st - April 30th.

**V** Vacation Permit: (family / friends residing in RV on my property for up to 14 days per visit)

Please Initial: All are required for a Vacation Permit.

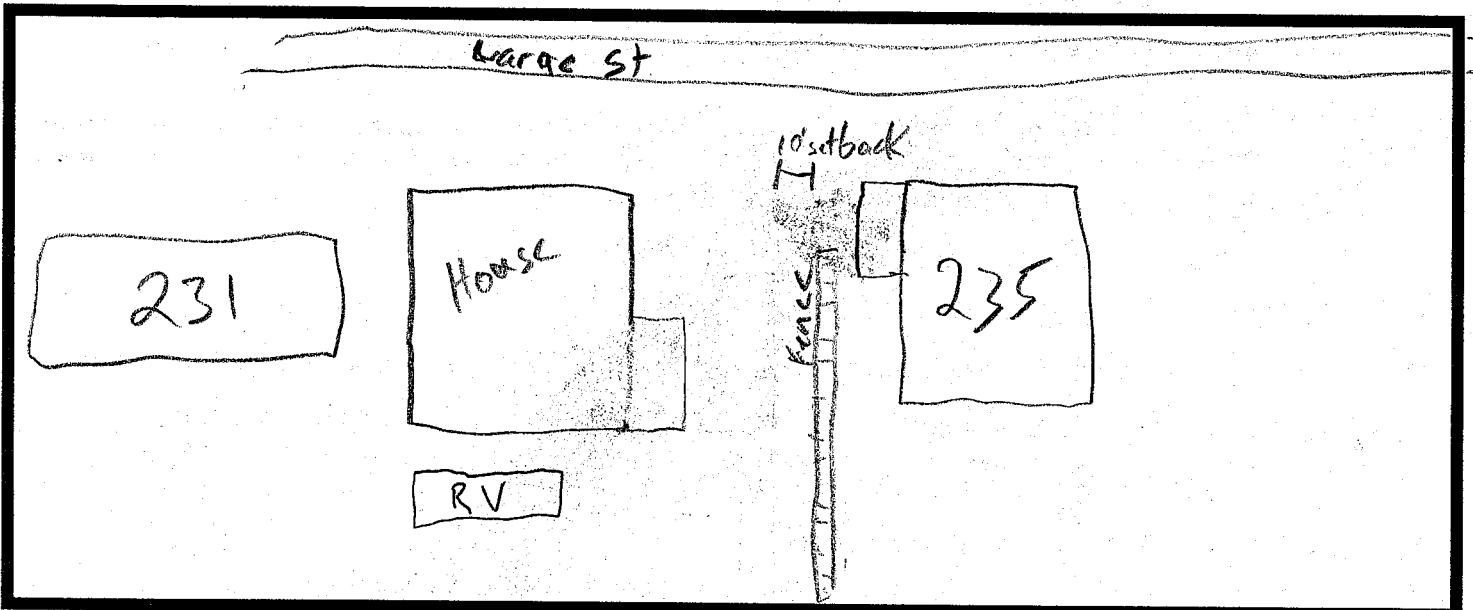
- \_\_\_ I have read, understand, and will comply with city code regarding RVs in the city limits.
- \_\_\_ This permit shall allow for up to 30 days of vacation RV use on my property in a 1-year period.
- \_\_\_ Visitors shall not remain for more than 14 consecutive days.
- \_\_\_ My property is set up for RV vacation use as per the zoning code.
- \_\_\_ The RV will not be parked on any street or easement.
- \_\_\_ The RV will not be connected to the City sewer system.
- \_\_\_ I will acquire an updated vacation permit each time an RV is occupied on my property.

**D** Displacement Permit: (unable to find adequate housing)

Please Initial: All are required for a Displacement Permit.

- \_\_\_ My RV design and plan was approved by Planning & Zoning.
- \_\_\_ My RV will be placed in a residential zone.
- \_\_\_ My RV is fully operational & will be tied to the City's water and sewer system permanently.
- \_\_\_ My RV will comply with setbacks on the property.
- \_\_\_ My RV will be placed on a level pad of concrete or gravel.
- \_\_\_ I understand this permit is to be renewed every 180 days.

Please provide a diagram showing where on the property the RV will be placed. Include current structures, cross roads, setbacks, and any other pertinent information:  separate sheet provided





# City of New Meadows Short Term RV Use Permit Application

An RV Short Term Use Permit may be issued subject to the regulations contained in the New Meadows City Code and is hereby agreed that the use of RVs on private property be in accordance with the specifications stated in the City code and this application.

Applicant Signature: [Signature]

Property Owner Signature: [Signature]

### \*Office Use Only\*

Date Received: \_\_\_\_\_ Staff Initials: \_\_\_\_\_ Application Complete:  Yes  No

Application  Approved  Denied Permit # Issued: \_\_\_\_\_

Fee Paid \_\_\_\_\_  No Fee Receipt #: \_\_\_\_\_ Permit Expiration Date: \_\_\_\_\_

**Emergency** 30-90 days (one 30-90 day extension)

Date of initial Permit Issuance: \_\_\_\_\_

Date of Extension: \_\_\_\_\_

Expiration Date of Permit: \_\_\_\_\_

Expiration of Extension: \_\_\_\_\_

**Transitional** 90-180 days (one 90 day extension)

Date of initial Permit Issuance: \_\_\_\_\_

Date of Extension: \_\_\_\_\_

Expiration Date of Permit: \_\_\_\_\_

Expiration of Extension: \_\_\_\_\_

**Vacation** 30 days annually - \$100 annually or \$5 per visitor non-refundable

Date of initial Permit Issuance: \_\_\_\_\_

Dates of use: \_\_\_\_\_

Dates of use: \_\_\_\_\_

Expiration Date of Permit: \_\_\_\_\_

Dates of use: \_\_\_\_\_

Dates of use: \_\_\_\_\_

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

**Displacement** 180 days (180 day extension) Sunsets 2023

Date of Council Approval: \_\_\_\_\_

Date of Council Approval: \_\_\_\_\_

Date of Council Approval: \_\_\_\_\_

Date of initial Permit Issuance: \_\_\_\_\_

Date of Extension: \_\_\_\_\_

Date of Extension: \_\_\_\_\_

Expiration Date of Permit: \_\_\_\_\_

Expiration of Extension: \_\_\_\_\_

Expiration of Extension: \_\_\_\_\_

CONTRACT BETWEEN THE CITY OF NEW MEADOWS AND HIGH MOUNTAIN CLEANING AND PROPERTY SERVICES LLC

This Contract is entered into this \_\_ day of \_\_\_\_\_, 2025, between the City of New Meadows and High Mountain Cleaning and Property Services, LLC. High Mountain Cleaning and Property Services, LLC will provide cleaning services once per week to the City of New Meadows at the City’s offices at 101 S. Commercial, New Meadows, Idaho. High Mountain Cleaning will clean the lobby, the office of the City Clerk/Treasurer, the restrooms, and the hallway between the lobby and the freight room. The City will pay High Mountain Cleaning Thirty-Five Dollars (\$35.00) per hour for its cleaning services. The City and High Mountain Cleaning acknowledge that High Mountain Cleaning is an independent contractor, and that High Mountain Cleaning is not an employee of the City and has no employment relationship with the City. It also is acknowledged that it is the City’s understanding that High Mountain Cleaning is bonded, and the fact that High Mountain Cleaning is bonded is a fundamental requirement of the contract. High Mountain Cleaning acknowledges that the City has duties of confidentiality, and High Mountain Cleaning will not disseminate confidential information it may learn during its cleaning. High Mountain Cleaning is responsible for provision of any tools it will use in providing the cleaning services. Either party may terminate this contract upon thirty (30) days’ written notice to the other party. In the event of a dispute involving this contract, the parties agree that any lawsuit will be brought in Adams County, State of Idaho, and that the case will be governed by Idaho law.

Dated this \_\_ day of \_\_\_\_\_.

The City of New Meadows

\_\_\_\_\_  
Mayor, Julie Good

High Mountain Cleaning and Property Services, LLC

\_\_\_\_\_

CONTRACT BETWEEN THE CITY OF NEW MEADOWS AND CORDELIA VARGAS

This Contract is entered into this \_\_ day of \_\_\_\_\_, 2025, between the City of New Meadows and Cordelia Vargas. Cordelia Vargas will provide cleaning services on an as needed basis after events in the Freight Room of City Hall. The City will pay Cordelia Vargas Forty Five Dollars (\$45.00) per hour for her cleaning services. The City and Cordelia Vargas acknowledge that Cordelia Vargas is an independent contractor, and that Cordelia Vargas is not an employee of the City and has no employment relationship with the City. Cordelia Vargas acknowledges that the City has duties of confidentiality, and Cordelia Vargas will not disseminate confidential information it may learn during its cleaning. Cordelia Vargas is responsible for provision of any tools she will use in providing the cleaning services. Either party may terminate this contract upon thirty (30) days' written notice to the other party. In the event of a dispute involving this contract, the parties agree that any lawsuit will be brought in Adams County, State of Idaho, and that the case will be governed by Idaho law.

Dated this \_\_ day of \_\_\_\_\_.

The City of New Meadows

\_\_\_\_\_  
Mayor, Julie Good

Cordelia Vargas  
\_\_\_\_\_

For dates posted from 07/30/25 to 08/06/25  
\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
6767		580 4 Corner Communications IT Services and Amcrest for August 2025	460.00	****							
		4035 08/01/25 IT Professional Support	153.33*			1	41100		327		10102
		4035 08/01/25 IT Professional Support (W)	153.33*			60	43320		327		10102
		4035 08/01/25 IT Professional Support (SWR)	153.34*			65	43220		327		10102
		<b>Total for Vendor:</b>	<b>460.00</b>								
6783		694 Adams County Idaho Power Judge Report for Taxing District for 2020,2021,2022	1,196.91	****							
		06/30/25 Idaho Power Reimbursement	1,196.91*			1	41000		530		10102
		<b>Total for Vendor:</b>	<b>1,196.91</b>								
6774		563 Adams County Prosecuting August 2025	1,500.00	****							
		1082 08/04/25 Municipal Prosecutions- AUG	1,500.00			1	41400		312		10102
		<b>Total for Vendor:</b>	<b>1,500.00</b>								
6772		25 Analytical Labs, Inc. 2505709 07/31/25 Sewer Sampling / Testing	820.75	****							
		2505708 07/31/25 Water Sampling /Testing	766.75			65	43220		745		10102
		<b>Total for Vendor:</b>	<b>820.75</b>			60	43320		745		10102
6780		757 Barnes Companies, Inc Sewer Main Cleaning for Skatepark drainage	3,540.00	****							
		1069 06/06/25 Sewer Main Cleaning	1,500.00			65	43230		324		10102
		1069 06/06/25 Sewer Main Cleaning	2,040.00			65	43400		457		10102
		<b>Total for Vendor:</b>	<b>3,540.00</b>								
6779		11 Bell Equipment, Inc. Lawnmower Part	17.92	****							
		PI9481 07/25/25 Lawnmower repair	17.92			1	41600		324		10102
		<b>Total for Vendor:</b>	<b>17.92</b>								

For dates posted from 07/30/25 to 08/06/25  
\* ... Over spent expenditure

Claim/	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
6775			1 C & M Lumber Co, Inc	3,761.58	****							
	07/25/25		Water	69.99			60		43320	324		10102
	07/25/25		Shop - Water	12.82			60		43320	324		10102
	07/25/25		Shop - Sewer	12.83			65		43220	324		10102
	07/25/25		Shop - Streets	12.83			1		41500	324		10102
	07/25/25		Park	646.56			1		41600	324		10102
	07/25/25		Office (GEN)	573.11*			1		41100	324		10102
	07/25/25		Office (WTR)	575.57			60		43320	324		10102
	07/25/25		Office (SWR)	575.58			65		43220	324		10102
	07/25/25		Streets	1,166.65			1		41500	324		10102
	07/25/25		Sewer	78.30			65		43220	324		10102
	07/25/25		Equipment	37.34			1		41500	350		10102
			<b>Total for Vendor:</b>	<b>3,761.58</b>								
6787			253 Christensen Inc. dba United Oil	249.27	****							
	CL92835	07/31/25	Fuel -Streets	212.27			1		41500	630		10102
	CL92835	07/31/25	Fuel - Water	37.00			60		43320	630		10102
			<b>Total for Vendor:</b>	<b>249.27</b>								
6765			29 City of New Meadows	3,722.41	****							
	025-00	07/31/25	Chlorinator Room	14.32			65		43220	339		10102
	310-00	07/31/25	Park Irrigation	2,370.07*			1		41600	332		10102
	309-00	07/31/25	Park Restrooms	280.08*			1		41600	331		10102
	014-00	07/31/25	Industrial Park	228.15			63		43100	331		10102
	364-00	07/31/25	Auger Room	351.55*			65		43220	338		10102
	126-00	07/31/25	City Hall	177.95*			1		41100	331		10102
	015-00	07/31/25	Skate Park	124.09*			1		41600	332		10102
	012-00	07/31/25	Youth Center	24.10*			1		41600	332		10102
	060-00	07/31/25	Ambulance Shed	76.05*			1		41100	331		10102
	013-00	07/31/25	104 Taylor	76.05			63		43100	331		10101
			<b>Total for Vendor:</b>	<b>3,722.41</b>								
6784			526 Coastline Equipment	139.11	****							
	Fuel Pump		and Lawnmower parts									
	1265594	07/31/25	Lawnmower Part (Park)	139.11			1		41600	350		10102
			<b>Total for Vendor:</b>	<b>139.11</b>								

For dates posted from 07/30/25 to 08/06/25  
\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
6764		739 Dalrymple Construction Services, PA13 07/07/25 Childcare Center Const.	87,339.73	****		1		43151	324		10102
		*** Claim from another period ( 7/25) **** Construction of the Childcare Center	87,339.73								
		<b>Total for Vendor:</b>	<b>87,339.73</b>								
6770		495 Drake Diversified LLC	400.00	****							
		Monthly Back-up Operator July 2025	200.00			60		43320	310		10102
		2467 08/01/25 JUL 2025 H2O Back-up Operator	200.00			65		43220	310		10102
		2467 08/01/25 JUL 2025 SWR Back-up Operator	200.00								
		<b>Total for Vendor:</b>	<b>400.00</b>								
6777		756 Drake Specialty Services, LLC	4,300.00								
		Mobilization, sewer Install, Water Install for 512 1/2 S. Heigho	1,350.00			60		43330	703		10102
		63 08/04/25 WTR Service Install	2,950.00			65		43220	728		10102
		63 08/04/25 SWR Service Install	4,300.00								
		<b>Total for Vendor:</b>	<b>4,300.00</b>								
6778	E	594 DUBOIS CHEMICAL, INC	910.67								
		30466790 08/01/25 Sodium thiosulfate	758.96			65		43220	324		10102
		30466790 08/01/25 SHIPPING	151.71			65		43220	324		10102
		<b>Total for Vendor:</b>	<b>910.67</b>								
		*** Claim from another period ( 7/25) ****	275.55								
6782		635 GOOD, JULIE	275.55								
		Reimburse for Meat & Veggie trays for Depot Grand Opening	275.55			1		41100	610		10102
		1 07/31/25 Reimburse for City Supplies	275.55								
		<b>Total for Vendor:</b>	<b>275.55</b>								
		*** Claim from another period ( 7/25) ****	52.50								
6768		641 High Mountain Cleaning & OFFICE CLEANING / CITY HALL 7/24/2025	52.50								
		11699 08/02/25 OFFICE CLEANING / CITY HALL	52.50*			1		41100	324		10102
		<b>Total for Vendor:</b>	<b>52.50</b>								
		*** Claim from another period ( 7/25) ****	371.09								
6786	E	37 Jerry's Auto Parts	371.09								
		Maintenance equipment	371.09			1		41500	350		10102
		384503 07/29/25 Equ. Main. (GEN)	371.09								
		<b>Total for Vendor:</b>	<b>371.09</b>								

For dates posted from 07/30/25 to 08/06/25  
\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
6789		728 Keller Associates City Engineering to include Wastewater facility plan grant, city council meetings,	416.25 416.25	****		1	41500	319			10101
		*** Claim from another period ( 7/25) ****									
6790		728 Keller Associates Wastewater FPS	7,681.25	****		65	43231	886			10101
		0252308 07/24/25 City Engineering (STRTS)	416.25	****							
		*** Claim from another period ( 7/25) ****									
		<b>Total for Vendor:</b>	<b>8,097.50</b>								
6781	E	150 Lake Shore Disposal 27421227 08/01/25 Garbage - General	313.85 78.46*			1	41100	324			10102
		2742122 08/01/25 Garbage - Water	78.47			60	43320	324			10102
		27421227 08/01/25 Garbage - Sewer	78.46			65	43220	324			10102
		27421227 08/01/25 Garbage - Industrial Park	78.46			63	43100	324			10102
		<b>Total for Vendor:</b>	<b>313.85</b>								
		*** Claim from another period ( 7/25) ****									
6776		277 May Hardware 1 07/25/25 Industrial Park Keys	101.36 63.00			63	43100	324			10101
		2 07/25/25 Park Kiosk Materials	38.36			1	41600	324			10102
		<b>Total for Vendor:</b>	<b>101.36</b>								
		*** Claim from another period ( 7/25) ****									
6763		754 Meadows Valley Early Learning Frank Cahouet Grant for Childcare Foundation Set up	15,000.00	****							
		66026 07/29/25 Childcare Foundation Set Up.	15,000.00*			1	43151	324			10102
		<b>Total for Vendor:</b>	<b>15,000.00</b>								
		*** Claim from another period ( 7/25) ****									
6773		642 Raven Waterworks, LLC Monthly Operator Water / Sewer	2,000.00	****							
		250803 08/01/25 JUL H2O Operator	1,000.00			60	43320	352			10102
		250803 08/01/25 JUL SWR Operator	1,000.00			65	43220	352			10102
		<b>Total for Vendor:</b>	<b>2,000.00</b>								

For dates posted from 07/30/25 to 08/06/25  
\* ... Over spent expenditure

Claim/	Check	Invoice #/Name/ Vendor #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash
6769		755 Rockingjkranch LLC Install Sewer and Water Line for 512 1/2 S. Heigho	1,210.00	****							
		11 08/04/25 WTR Service Install	605.00			60		43330	703		10102
		11 08/04/25 SWR Service Install	605.00			65		43220	728		10102
		<b>Total for Vendor:</b>	<b>1,210.00</b>								
6771		659 SMS Inc. 1993 07/31/25 Shipping (SWR)	120.00	****							
		<b>Total for Vendor:</b>	<b>120.00</b>			65		43220	620		10102
6766	E	500 SPARKLIGHT formerly Cable One Internet Services	66.86	****							
		07/30/25 Internet - General	22.28			1		41100	308		10102
		07/30/25 Internet - Water	22.29*			60		43320	308		10102
		07/30/25 Internet - Sewer	22.29*			65		43220	308		10102
		<b>Total for Vendor:</b>	<b>66.86</b>								
6785	E	146 The Record Reporter Ordinance Summary 405-2025	72.60	****							
		5797 07/23/25 Ord 405-2025 (GEN)	72.60			1		41100	309		10102
		<b>Total for Vendor:</b>	<b>72.60</b>								
6788	E	436 US Bank GOOGLE 07/25/25 Email (Gen)	993.50	****							
		GOOGLE 07/25/25 Email (IND)	75.00			1		41100	709		10102
		GOOGLE 07/25/25 Email (WTR)	75.00*			63		43100	709		10102
		GOOGLE 07/25/25 Email (SWR)	75.00			60		43320	709		10102
		phones 07/25/25 8x8 phones (GEN)	75.00			65		43220	709		10102
		phones 07/25/25 8x8 phones (WTR)	35.05			1		41100	308		10102
		phones 07/25/25 8x8 phones (SWR)	35.05*			60		43320	308		10102
		07/25/25 ADOBE	35.06*			65		43220	308		10102
		postage 07/25/25 FP Mailing	19.99*			1		41100	324		10102
		YS25 07/25/25 Browns YS Pizza Party	207.00*			1		41100	620		10102
		07/25/25 Starlink	148.34			1		45200	340		10101
		07/25/25 Amazon Supplies	120.00			1		41100	308		10102
		1 07/25/25 IONOS Domain	37.99*			1		41100	324		10102
			3.00*			1		41100	620		10102

For dates posted from 07/30/25 to 08/06/25  
\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ #/Inv Date/Description	Invoice #	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
	07/25/25	Family Dollar YS Supplies		31.06			1		45200	340		10102
	07/25/25	USPS Postage		20.96*			1		41100	620		10102
		<b>Total for Vendor:</b>		<b>993.50</b>								
		<b># of Claims</b>	<b>28</b>	<b>Total:</b>	<b>137,033.16</b>						<b># of Vendors</b>	<b>19</b>
		<b>Total Electronic Claims</b>			<b>3,116.95</b>							
		<b>Total Non-Electronic Claims</b>			<b>133916.21</b>							

Sonya Brodhecker

Pay Period

7/1/2025 to

7/15/2025

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	7/1/2025	9.07							9.07	
Wednesday	7/2/2025	9.03							9.03	
Thursday	7/3/2025							8.00	8.00	
Friday	7/4/2025					8.00			8.00	
Saturday	7/5/2025								0.00	
<b>Total Week</b>		<b>18.10</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>8.00</b>	<b>34.10</b>
Sunday	7/6/2025								0.00	
Monday	7/7/2025	9.08							9.08	
Tuesday	7/8/2025	8.93							8.93	
Wednesday	7/9/2025	8.92							8.92	
Thursday	7/10/2025	8.88							8.88	
Friday	7/11/2025								0.00	
Saturday	7/12/2025								0.00	
<b>Total Week</b>		<b>35.81</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>35.81</b>
Sunday	7/13/2025								0.00	
Monday	7/14/2025	10.58							10.58	
Tuesday	7/15/2025	9.07							9.07	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>19.65</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>19.65</b>
<b>Total Pay Period</b>		<b>73.56</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>8.00</b>	<b>89.56</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:

City of New Meadows Tue Jul 1 - Tue Jul 15, 2025

Sonya Brodhecker

Date	Role	Wage rate	Time card	Scheduled hours	Actual vs. scheduled	Total paid hours	Regular hours	Unpaid breaks	OT hours	Estimated wages	Cash tips
Tue Jul 1	Deputy Clerk		7:49 am - 4:53 pm	0.00	9.07	9.07	9.07	0.00	0.00	\$0.00	\$0.00
Wed Jul 2	Deputy Clerk		7:52 am - 4:54 pm	0.00	9.03	9.03	9.03	0.00	0.00	\$0.00	\$0.00
Mon Jul 7	Deputy Clerk		7:47 am - 4:52 pm	0.00	9.08	9.08	9.08	0.00	0.00	\$0.00	\$0.00
Tue Jul 8	Deputy Clerk		7:56 am - 4:52 pm	0.00	8.93	8.93	8.93	0.00	0.00	\$0.00	\$0.00
Wed Jul 9	Deputy Clerk		7:54 am - 4:49 pm	0.00	8.92	8.92	8.92	0.00	0.00	\$0.00	\$0.00
Thu Jul 10	Deputy Clerk		7:49 am - 4:42 pm	0.00	8.88	8.88	8.88	0.00	0.00	\$0.00	\$0.00
Mon Jul 14	Deputy Clerk		8:04 am - 3:37 pm	0.00	7.55	7.55	7.55	0.00	0.00	\$0.00	\$0.00
Mon Jul 14	Deputy Clerk		5:33 pm - 8:35 pm	0.00	3.03	3.03	3.03	0.00	0.00	\$0.00	\$0.00
Tue Jul 15	Deputy Clerk		7:52 am - 4:56 pm	0.00	9.07	9.07	9.07	0.00	0.00	\$0.00	\$0.00
Totals for Sonya Brodhecker				0.00	73.56	73.56	73.56	0.00	0.00	\$0.00	\$0.00

**Hunter Brown**

**Pay Period**

**7/1/2025 to**

**7/15/2025**

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	7/1/2025	7.02							7.02	
Wednesday	7/2/2025	8.47							8.47	
Thursday	7/3/2025	6.30							6.30	
Friday	7/4/2025					8.00			8.00	
Saturday	7/5/2025								0.00	
<b>Total Week</b>		<b>21.79</b>	<b>0.00</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>29.79</b>
Sunday	7/6/2025								0.00	
Monday	7/7/2025	8.57							8.57	
Tuesday	7/8/2025	8.55							8.55	
Wednesday	7/9/2025	8.30							8.30	
Thursday	7/10/2025	6.90							6.90	
Friday	7/11/2025	7.68		1.34					9.02	
Saturday	7/12/2025								0.00	
<b>Total Week</b>		<b>40.00</b>	<b>0.00</b>	<b>1.34</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>41.34</b>
Sunday	7/13/2025	0.12							0.12	
Monday	7/14/2025	8.25							8.25	
Tuesday	7/15/2025	8.50							8.50	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>16.87</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>0.00</b>	<b>16.87</b>
<b>Total Pay Period</b>		<b>78.66</b>	<b>0.00</b>	<b>1.34</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>88.00</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:**

City of New Meadows Tue Jul 1 - Tue Jul 15, 2025

Hunter Brown

Date	Role	Wage rate	Time card	Scheduled hours	Actual vs. scheduled	Total paid hours	Regular hours	Unpaid breaks	OT hours	Estimated wages	Cash tips
Tue Jul 1	Public Works		7:59 am - 3:00 pm	0.00	7.02	7.02	7.02	0.00	0.00	\$0.00	\$0.00
Wed Jul 2	Public Works		8:02 am - 4:30 pm	0.00	8.47	8.47	8.47	0.00	0.00	\$0.00	\$0.00
Thu Jul 3	Public Works		9:42 am - 4:00 pm	0.00	6.30	6.30	6.30	0.00	0.00	\$0.00	\$0.00
Mon Jul 7	Public Works		7:56 am - 4:30 pm	0.00	8.57	8.57	8.57	0.00	0.00	\$0.00	\$0.00
Tue Jul 8	Public Works		7:57 am - 4:30 pm	0.00	8.55	8.55	8.55	0.00	0.00	\$0.00	\$0.00
Wed Jul 9	Public Works		7:56 am - 4:14 pm	0.00	8.30	8.30	8.30	0.00	0.00	\$0.00	\$0.00
Thu Jul 10	Public Works		8:06 am - 3:00 pm	0.00	6.90	6.90	6.90	0.00	0.00	\$0.00	\$0.00
Fri Jul 11	Public Works		7:59 am - 5:00 pm	0.00	9.02	9.02	7.68	0.00	1.34	\$0.00	\$0.00
Sun Jul 13	Public Works		1:05 pm - 1:12 pm	0.00	0.12	0.12	0.12	0.00	0.00	\$0.00	\$0.00
Mon Jul 14	Public Works		8:00 am - 4:15 pm	0.00	8.25	8.25	8.25	0.00	0.00	\$0.00	\$0.00
Tue Jul 15	Public Works		8:00 am - 4:30 pm	0.00	8.50	8.50	8.50	0.00	0.00	\$0.00	\$0.00
Totals for Hunter Brown				0.00	80.00	80.00	78.66	0.00	1.34	\$0.00	\$0.00

**Kyla Gardner**

**Pay Period**

**7/1/2025 to**

**7/15/2025**

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	7/1/2025	7.47							7.47	
Wednesday	7/2/2025	8.10							8.10	
Thursday	7/3/2025	7.77							7.77	
Friday	7/4/2025					8.00			8.00	
Saturday	7/5/2025								0.00	
<b>Total Week</b>		<b>23.34</b>	<b>0.00</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>31.34</b>
Sunday	7/6/2025								0.00	
Monday	7/7/2025	7.75							7.75	
Tuesday	7/8/2025	7.67							7.67	
Wednesday	7/9/2025	7.45							7.45	
Thursday	7/10/2025	7.82							7.82	
Friday	7/11/2025	4.30							4.30	
Saturday	7/12/2025								0.00	
<b>Total Week</b>		<b>34.99</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>34.99</b>
Sunday	7/13/2025								0.00	
Monday	7/14/2025	10.60							10.60	
Tuesday	7/15/2025	7.63							7.63	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>18.23</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>18.23</b>
<b>Total Pay Period</b>		<b>76.56</b>	<b>0.00</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>84.56</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:**

City of New Meadows Tue Jul 1 - Tue Jul 15, 2025

Kyla Gardner

Date	Role	Wage rate	Time card	Scheduled hours	Actual vs. scheduled	Total paid hours	Regular hours	Unpaid breaks	OT hours	Estimated wages	Cash tips
Tue Jul 1			7:49 am - 3:17 pm	0.00	7.47	7.47	7.47	0.00	0.00	\$0.00	\$0.00
Wed Jul 2			7:46 am - 3:12 pm	0.00	7.43	7.43	7.43	0.00	0.00	\$0.00	\$0.00
Wed Jul 2			5:45 pm - 6:25 pm	0.00	0.67	0.67	0.67	0.00	0.00	\$0.00	\$0.00
Thu Jul 3			7:49 am - 3:35 pm	0.00	7.77	7.77	7.77	0.00	0.00	\$0.00	\$0.00
Mon Jul 7			7:48 am - 3:33 pm	0.00	7.75	7.75	7.75	0.00	0.00	\$0.00	\$0.00
Tue Jul 8			7:47 am - 3:27 pm	0.00	7.67	7.67	7.67	0.00	0.00	\$0.00	\$0.00
Wed Jul 9			7:44 am - 3:11 pm	0.00	7.45	7.45	7.45	0.00	0.00	\$0.00	\$0.00
Thu Jul 10			7:46 am - 3:35 pm	0.00	7.82	7.82	7.82	0.00	0.00	\$0.00	\$0.00
Fri Jul 11			8:25 am - 12:43 pm	0.00	4.30	4.30	4.30	0.00	0.00	\$0.00	\$0.00
Mon Jul 14			7:40 am - 3:12 pm	0.00	7.53	7.53	7.53	0.00	0.00	\$0.00	\$0.00
Mon Jul 14			5:42 pm - 8:46 pm	0.00	3.07	3.07	3.07	0.00	0.00	\$0.00	\$0.00
Tue Jul 15			7:43 am - 3:21 pm	0.00	7.63	7.63	7.63	0.00	0.00	\$0.00	\$0.00
Totals for Kyla Gardner				0.00	76.56	76.56	76.56	0.00	0.00	\$0.00	\$0.00

Jessica Wallace

Pay Period

7/1/2025 to

7/15/2025

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	7/1/2025								0.00	
Wednesday	7/2/2025	8.23							8.23	
Thursday	7/3/2025	7.93							7.93	
Friday	7/4/2025					8.00			8.00	
Saturday	7/5/2025								0.00	
<b>Total Week</b>		<b>16.16</b>	<b>0.00</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>24.16</b>
Sunday	7/6/2025								0.00	
Monday	7/7/2025	7.02							7.02	
Tuesday	7/8/2025	6.85					2.00		8.85	
Wednesday	7/9/2025	2.92					6.00		8.92	
Thursday	7/10/2025	9.15							9.15	
Friday	7/11/2025	8.40							8.40	
Saturday	7/12/2025								0.00	
<b>Total Week</b>		<b>34.34</b>	<b>0.00</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>42.34</b>
Sunday	7/13/2025								0.00	
Monday	7/14/2025	7.90							7.90	
Tuesday	7/15/2025	8.67							8.67	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>16.57</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>16.57</b>
<b>Total Pay Period</b>		<b>67.07</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>83.07</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:

City of New Meadows Tue Jul 1 - Tue Jul 15, 2025

Jessie Wallace

Date	Role	Wage rate	Time card	Scheduled hours	Actual vs. scheduled	Total paid hours	Regular hours	Unpaid breaks	OT hours	Estimated wages	Cash tips
Wed Jul 2	Public Works		8:19 am - 4:33 pm	0.00	8.23	8.23	8.23	0.00	0.00	\$0.00	\$0.00
Thu Jul 3	Public Works		8:17 am - 4:13 pm	0.00	7.93	7.93	7.93	0.00	0.00	\$0.00	\$0.00
Mon Jul 7	Public Works		9:54 am - 4:55 pm	0.00	7.02	7.02	7.02	0.00	0.00	\$0.00	\$0.00
Tue Jul 8	Public Works		9:45 am - 4:36 pm	0.00	6.85	6.85	6.85	0.00	0.00	\$0.00	\$0.00
Wed Jul 9	Public Works		8:00 am - 10:55 am	0.00	2.92	2.92	2.92	0.00	0.00	\$0.00	\$0.00
Thu Jul 10	Public Works		7:58 am - 5:07 pm	0.00	9.15	9.15	9.15	0.00	0.00	\$0.00	\$0.00
Fri Jul 11	Public Works		8:13 am - 4:37 pm	0.00	8.40	8.40	8.40	0.00	0.00	\$0.00	\$0.00
Mon Jul 14	Public Works		8:21 am - 4:15 pm	0.00	7.90	7.90	7.90	0.00	0.00	\$0.00	\$0.00
Tue Jul 15	Public Works		8:33 am - 4:46 pm	0.00	8.22	8.22	8.22	0.00	0.00	\$0.00	\$0.00
Tue Jul 15	Public Works		10:11 pm - 10:38 pm	0.00	0.45	0.45	0.45	0.00	0.00	\$0.00	\$0.00
Totals for Jessie Wallace				0.00	67.07	67.07	67.07	0.00	0.00	\$0.00	\$0.00

Hunter Brown

Pay Period

7/16/2025 to

7/31/2025

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	7/16/2025	8.48							8.48	
Thursday	7/17/2025	8.72							8.72	
Friday	7/18/2025	5.93		2.59					8.52	
Saturday	7/19/2025			1.12					1.12	
<b>Total Week</b>		<b>23.13</b>	<b>0.00</b>	<b>3.71</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26.84</b>	
Sunday	7/20/2025								0.00	
Monday	7/21/2025	7.47							7.47	
Tuesday	7/22/2025	7.53							7.53	
Wednesday	7/23/2025	9.07							9.07	
Thursday	7/24/2025	7.00							7.00	
Friday	7/25/2025	8.02							8.02	
Saturday	7/26/2025								0.00	
<b>Total Week</b>		<b>39.09</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>39.09</b>	
Sunday	7/27/2025								0.00	
Monday	7/28/2025	10.50							10.50	
Tuesday	7/29/2025	10.07							10.07	
Wednesday	7/30/2025	8.23							8.23	
Thursday	7/31/2025	9.85							9.85	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>38.65</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>38.65</b>	
<b>Total Pay Period</b>		<b>100.87</b>	<b>0.00</b>	<b>3.71</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>104.58</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:

City of New Meadows Wed Jul 16 – Thu Jul 31, 2025

Hunter Brown

Date	Role	Wage rate	Time card	Scheduled hours	Actual vs. scheduled	Total paid hours	Regular hours	Unpaid breaks	OT hours	Estimated wages	Cash tips
Wed Jul 16	Public Works		8:01 am - 4:30 pm	0.00	8.48	8.48	8.48	0.00	0.00	\$0.00	\$0.00
Thu Jul 17	Public Works		7:53 am - 4:36 pm	0.00	8.72	8.72	8.72	0.00	0.00	\$0.00	\$0.00
Fri Jul 18	Public Works		7:59 am - 4:30 pm	0.00	8.52	8.52	5.93	0.00	2.59	\$0.00	\$0.00
Sat Jul 19	Public Works		12:17 pm - 1:24 pm	0.00	1.12	1.12	0.00	0.00	1.12	\$0.00	\$0.00
Mon Jul 21	Public Works		8:32 am - 4:00 pm	0.00	7.47	7.47	7.47	0.00	0.00	\$0.00	\$0.00
Tue Jul 22	Public Works		8:28 am - 4:00 pm	0.00	7.53	7.53	7.53	0.00	0.00	\$0.00	\$0.00
Wed Jul 23	Public Works		7:56 am - 5:00 pm	0.00	9.07	9.07	9.07	0.00	0.00	\$0.00	\$0.00
Thu Jul 24	Public Works		8:00 am - 3:00 pm	0.00	7.00	7.00	7.00	0.00	0.00	\$0.00	\$0.00
Fri Jul 25	Public Works		7:59 am - 4:00 pm	0.00	8.02	8.02	8.02	0.00	0.00	\$0.00	\$0.00
Mon Jul 28	Public Works		7:30 am - 6:00 pm	0.00	10.50	10.50	10.50	0.00	0.00	\$0.00	\$0.00
Tue Jul 29	Public Works		7:18 am - 5:22 pm	0.00	10.07	10.07	10.07	0.00	0.00	\$0.00	\$0.00
Wed Jul 30	Public Works		7:59 am - 4:13 pm	0.00	8.23	8.23	8.23	0.00	0.00	\$0.00	\$0.00
Thu Jul 31	Public Works		7:57 am - 5:48 pm	0.00	9.85	9.85	9.85	0.00	0.00	\$0.00	\$0.00
Totals for Hunter Brown				0.00	104.58	104.58	100.87	0.00	3.71	\$0.00	\$0.00

Sonya Brodhecker

Pay Period

7/16/2025 to

7/31/2025

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	7/16/2025	8.72							8.72	
Thursday	7/17/2025	9.03							9.03	
Friday	7/18/2025								0.00	
Saturday	7/19/2025								0.00	
<b>Total Week</b>		<b>17.75</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>17.75</b>	
Sunday	7/20/2025								0.00	
Monday	7/21/2025	9.03							9.03	
Tuesday	7/22/2025	8.93							8.93	
Wednesday	7/23/2025	7.73							7.73	
Thursday	7/24/2025	9.18							9.18	
Friday	7/25/2025								0.00	
Saturday	7/26/2025								0.00	
<b>Total Week</b>		<b>34.87</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>34.87</b>	
Sunday	7/27/2025								0.00	
Monday	7/28/2025	9.53							9.53	
Tuesday	7/29/2025	9.02							9.02	
Wednesday	7/30/2025	7.62							7.62	
Thursday	7/31/2025	9.18							9.18	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>35.35</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>35.35</b>	
<b>Total Pay Period</b>		<b>87.97</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>87.97</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:

City of New Meadows Wed Jul 16 – Thu Jul 31, 2025

Sonya Brodhecker

Date	Role	Wage rate	Time card	Scheduled hours	Actual vs. scheduled	Total paid hours	Regular hours	Unpaid breaks	OT hours	Estimated wages	Cash tips
Wed Jul 16	Deputy Clerk		7:55 am - 4:38 pm	0.00	8.72	8.72	8.72	0.00	0.00	\$0.00	\$0.00
Thu Jul 17	Deputy Clerk		7:50 am - 4:52 pm	0.00	9.03	9.03	9.03	0.00	0.00	\$0.00	\$0.00
Mon Jul 21	Deputy Clerk		7:53 am - 4:55 pm	0.00	9.03	9.03	9.03	0.00	0.00	\$0.00	\$0.00
Tue Jul 22	Deputy Clerk		7:47 am - 4:43 pm	0.00	8.93	8.93	8.93	0.00	0.00	\$0.00	\$0.00
Wed Jul 23	Deputy Clerk		7:49 am - 3:33 pm	0.00	7.73	7.73	7.73	0.00	0.00	\$0.00	\$0.00
Thu Jul 24	Deputy Clerk		7:47 am - 4:58 pm	0.00	9.18	9.18	9.18	0.00	0.00	\$0.00	\$0.00
Mon Jul 28	Deputy Clerk		7:55 am - 3:22 pm	0.00	7.45	7.45	7.45	0.00	0.00	\$0.00	\$0.00
Mon Jul 28	Deputy Clerk		6:18 pm - 8:23 pm	0.00	2.08	2.08	2.08	0.00	0.00	\$0.00	\$0.00
Tue Jul 29	Deputy Clerk		7:57 am - 4:58 pm	0.00	9.02	9.02	9.02	0.00	0.00	\$0.00	\$0.00
Wed Jul 30	Deputy Clerk		7:48 am - 3:25 pm	0.00	7.62	7.62	7.62	0.00	0.00	\$0.00	\$0.00
Thu Jul 31	Deputy Clerk		7:59 am - 3:46 pm	0.00	7.78	7.78	7.78	0.00	0.00	\$0.00	\$0.00
Thu Jul 31	Deputy Clerk		4:15 pm - 5:39 pm	0.00	1.40	1.40	1.40	0.00	0.00	\$0.00	\$0.00
Totals for Sonya Brodhecker				0.00	87.97	87.97	87.97	0.00	0.00	\$0.00	\$0.00

**Kyla Gardner**

**Pay Period**

**7/16/2025 to**

**7/31/2025**

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	7/16/2025	8.83							8.83	
Thursday	7/17/2025	7.37							7.37	
Friday	7/18/2025	5.33							5.33	
Saturday	7/19/2025								0.00	
<b>Total Week</b>		<b>21.53</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>21.53</b>	
Sunday	7/20/2025								0.00	
Monday	7/21/2025	7.42							7.42	
Tuesday	7/22/2025	6.77							6.77	
Wednesday	7/23/2025	8.50							8.50	
Thursday	7/24/2025	7.42							7.42	
Friday	7/25/2025	3.35							3.35	
Saturday	7/26/2025								0.00	
<b>Total Week</b>		<b>33.46</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>33.46</b>	
Sunday	7/27/2025								0.00	
Monday	7/28/2025	10.41							10.41	
Tuesday	7/29/2025	7.87							7.87	
Wednesday	7/30/2025	7.55							7.55	
Thursday	7/31/2025	8.78							8.78	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>34.61</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>34.61</b>	
<b>Total Pay Period</b>		<b>89.60</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>89.60</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:**

City of New Meadows Wed Jul 16 – Thu Jul 31, 2025

Kyla Gardner

Date	Role	Wage rate	Time card	Scheduled hours	Actual vs. scheduled	Total paid hours	Regular hours	Unpaid breaks	OT hours	Estimated wages	Cash tips
Wed Jul 16			7:40 am - 4:30 pm	0.00	8.83	8.83	8.83	0.00	0.00	\$0.00	\$0.00
Thu Jul 17			7:51 am - 3:13 pm	0.00	7.37	7.37	7.37	0.00	0.00	\$0.00	\$0.00
Fri Jul 18			8:32 am - 1:52 pm	0.00	5.33	5.33	5.33	0.00	0.00	\$0.00	\$0.00
Mon Jul 21			7:45 am - 3:10 pm	0.00	7.42	7.42	7.42	0.00	0.00	\$0.00	\$0.00
Tue Jul 22			7:51 am - 2:37 pm	0.00	6.77	6.77	6.77	0.00	0.00	\$0.00	\$0.00
Wed Jul 23			7:49 am - 3:15 pm	0.00	7.43	7.43	7.43	0.00	0.00	\$0.00	\$0.00
Wed Jul 23			6:17 pm - 7:21 pm	0.00	1.07	1.07	1.07	0.00	0.00	\$0.00	\$0.00
Thu Jul 24			7:48 am - 3:13 pm	0.00	7.42	7.42	7.42	0.00	0.00	\$0.00	\$0.00
Fri Jul 25			8:28 am - 11:49 am	0.00	3.35	3.35	3.35	0.00	0.00	\$0.00	\$0.00
Mon Jul 28			7:47 am - 3:13 pm	0.00	7.43	7.43	7.43	0.00	0.00	\$0.00	\$0.00
Mon Jul 28			5:46 pm - 8:45 pm	0.00	2.98	2.98	2.98	0.00	0.00	\$0.00	\$0.00
Tue Jul 29			7:45 am - 3:37 pm	0.00	7.87	7.87	7.87	0.00	0.00	\$0.00	\$0.00
Wed Jul 30			7:45 am - 3:18 pm	0.00	7.55	7.55	7.55	0.00	0.00	\$0.00	\$0.00
Thu Jul 31			7:54 am - 3:12 pm	0.00	7.30	7.30	7.30	0.00	0.00	\$0.00	\$0.00
Thu Jul 31			4:06 pm - 5:35 pm	0.00	1.48	1.48	1.48	0.00	0.00	\$0.00	\$0.00
Totals for Kyla Gardner				0.00	89.60	89.60	89.60	0.00	0.00	\$0.00	\$0.00

Jessica Wallace

Pay Period

7/16/2025 to

7/31/2025

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	7/16/2025	7.37							7.37	
Thursday	7/17/2025	7.77							7.77	
Friday	7/18/2025	7.55							7.55	
Saturday	7/19/2025								0.00	
<b>Total Week</b>		<b>22.69</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>22.69</b>	
Sunday	7/20/2025								0.00	
Monday	7/21/2025	8.22							8.22	
Tuesday	7/22/2025	6.33							6.33	
Wednesday	7/23/2025	8.35							8.35	
Thursday	7/24/2025								0.00	
Friday	7/25/2025	7.82							7.82	
Saturday	7/26/2025								0.00	
<b>Total Week</b>		<b>30.72</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>30.72</b>	
Sunday	7/27/2025								0.00	
Monday	7/28/2025	9.02							9.02	
Tuesday	7/29/2025								0.00	
Wednesday	7/30/2025	6.28							6.28	
Thursday	7/31/2025	9.37							9.37	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>24.67</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>24.67</b>	
<b>Total Pay Period</b>		<b>78.08</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>78.08</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:

City of New Meadows Wed Jul 16 - Thu Jul 31, 2025

Jessie Wallace

Date	Role	Wage rate	Time card	Scheduled hours	Actual vs. scheduled	Total paid hours	Regular hours	Unpaid breaks	OT hours	Estimated wages	Cash tips
Wed Jul 16	Public Works		9:10 am - 4:32 pm	0.00	7.37	7.37	7.37	0.00	0.00	\$0.00	\$0.00
Thu Jul 17	Public Works		8:50 am - 4:36 pm	0.00	7.77	7.77	7.77	0.00	0.00	\$0.00	\$0.00
Fri Jul 18	Public Works		9:14 am - 4:47 pm	0.00	7.55	7.55	7.55	0.00	0.00	\$0.00	\$0.00
Mon Jul 21	Public Works		8:40 am - 4:53 pm	0.00	8.22	8.22	8.22	0.00	0.00	\$0.00	\$0.00
Tue Jul 22	Public Works		8:24 am - 2:44 pm	0.00	6.33	6.33	6.33	0.00	0.00	\$0.00	\$0.00
Wed Jul 23	Public Works		8:13 am - 4:34 pm	0.00	8.35	8.35	8.35	0.00	0.00	\$0.00	\$0.00
Fri Jul 25	Public Works		8:15 am - 4:04 pm	0.00	7.82	7.82	7.82	0.00	0.00	\$0.00	\$0.00
Mon Jul 28	Public Works		8:32 am - 5:33 pm	0.00	9.02	9.02	9.02	0.00	0.00	\$0.00	\$0.00
Wed Jul 30	Public Works		9:00 am - 12:11 pm	0.00	3.18	3.18	3.18	0.00	0.00	\$0.00	\$0.00
Wed Jul 30	Public Works		12:54 pm - 4:00 pm	0.00	3.10	3.10	3.10	0.00	0.00	\$0.00	\$0.00
Thu Jul 31	Public Works		8:28 am - 5:50 pm	0.00	9.37	9.37	9.37	0.00	0.00	\$0.00	\$0.00
Totals for Jessie Wallace				0.00	78.08	78.08	78.08	0.00	0.00	\$0.00	\$0.00

**CITY OF NEW MEADOWS SPECIAL CITY COUNCIL MEETING MINUTES  
HELD WEDNESDAY, JULY 23, 2025, AT 6:30 P.M.  
CITY COUNCIL CHAMBERS, 101 SOUTH COMMERCIAL STREET, NEW MEADOWS**

Item 19.

**Roll Call**

Present at City Hall were Mayor Julie Good and Council Members Traci Foster, Shiloh Ryker, and Josh Carr. Council Member Jeff Parnett was excused.

Staff present at City Hall was Kyla Gardner.

Mayor Good opened the meeting at 6:35 P.M.

City Clerk Kyla Gardner did roll call.

**Discussion Items**

FY 25/25 Budget Workshop

Mayor Good and City Council Members reviewed the proposed budget for the 25/26 Fiscal Year.

**Adjournment**

Mayor Good adjourned the meeting at 7:08 P.M.

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

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

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD MONDAY JULY 14TH , 2025 AT 6:00 PM  
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 19.

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

Present at City Hall were Mayor Julie Good, Council Members Jeff Parnett, Traci Foster, Josh Carr, and Shilo Ryker.

City Attorney Dick Stubbs, Grae Harper, and Peter Donovan, Adams County Prosecuting Attorney, were present via Zoom.

**City staff** present at City Hall were Sonya Brodhecker & Kyla Gardner

Public present were Andy Brodhecker, Philip Good, Rachel Reynaga, Nikki & Ken Crogh, Stacy Loper, Jéssica Lillehaug, Staci Albers, and Shadyn Wallace.

Mayor Good opened the meeting at 6:30 P.M. followed by Roll Call and the Pledge of Allegiance. The City Council and Mayor then exited the building to do a field trip at the New Meadows Youth Center and that field trip was broadcast via zoom.

City council returned to the City Council Chambers at 7:25

### **Public Input**

Mayor Good acknowledged that Staci Albers was on the sign in sheet with the speeding issue for Heigho and said that would be talked about later as it was an agenda item.

Nikki Crogh had concerns about the weeds along side of Peterson Memorial Road, Mayor Good explained that on the 10<sup>th</sup> of every month and she did the drive around and letters were going out to those who were not in compliance. Nikki also had concerns about the noise that was happening on a Sunday at the Youth Center/ Skate Park and Mayor Good explained that they have to get this done before school starts and the City can allow additional work on Sundays if there are extenuating circumstances The contractor has been told that it is in the best interest to not work on Sundays, but this was the only time they had to get the soffit finished.

### **Reports**

#### Mayor's Report

Presented by Council Member Shilo Ryker who read the Mayor's Report.

#### Staff Reports

Staff reports were presented to the City Council with no questions.

#### Prosecuting Attorney Update

Peter gave an update to the City Council on New Meadows prosecution, 18 Criminal Cases & all are misdemeanors. Two of the misdemeanor cases resulted in conviction.

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD MONDAY JULY 14TH , 2025 AT 6:00 PM  
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 19.

## **Discussion Items**

### Shadyn Wallace Side Yard Setback

Shadyn Wallace had contacted Mayor Good regarding the placement of a storage building on the back of the property he is renting on S Commercial. Mayor Good read the Ordinance for R3 setbacks which says that no building shall be erected closer than 10 feet from any side property. Shadyn would like it to be allowed to leave the building there and stated that it is not a permanent structure since it can be moved. Mayor Good stated that she saw no latitude in the ordinance for allowing the shed to stay there until he moves. Councilmember Ryker asked Shayden if he had any other location where the shed could be placed off his property. Councilmember Foster asked if there was any way to move the shed over to comply with the setback. Shayden said this would interfere with the back gate. This will be tabled to be discussed in a future City Council meeting since it was noted there are several lots in town that are extremely narrow and could have this same issue. Shadyn was told he wouldn't need to move anything until the Council completes their discussion and review of the issue with narrow lot setbacks.

### New Meadows Youth Center

During the field trip, Joe Dalrymple gave tour to City Council Members, Mayor & City Clerk & Deputy Clerk. Dalrymple started on the East side of the building where the office sick room was showing us some bright color slats & hand blown glass Shandler with Pendants that would be displayed in this room with some of the Pendants displayed in the hallway under lights. The cost being around \$8000.00 & all but \$2500.00 not being covered but Joe & his wife would cover. Also, mentioned that the doors would lock where teachers can exit but no one can get in. Dalrymple also had a friend that didn't use garbage cans & fire extinguishers in his business so they had been donated to the Youth Center as well. Dalrymple explained that there would be some painting and ceilings along with Fire alarms going in. Walking out to the North of the building would be an outdoor playground for the kids that would be fenced & there had been a cover with non-covering on 10ft of each side. The concrete on this playground had been done at cost. Walking back in there was a maintenance room, newborn area, 2-3 yr old area, kitchen with stainless steel counters. Most rooms had emergency exit doors that were not exits. The toddler room had a room with stackable washer & dryer. Mayor Good gave a huge thank you to Joe & Kimberly Dalrymple for all the hard work they had done.

### South Heigho Speeding issues

Mayor Good had received feedback from some other towns regarding speed bumps She said the number one concern was that Emergency vehicles disliked them. It also often increased traffic noise due to people revving their motors to get across them. The cost on a speed bump was roughly \$100 to \$1500 for a speed bump that went directly on gravel roads. There is a slight possibility people would drive in a person's lawn to go around a speed bump Councilmember Carr suggested going around to get donations for speedbumps & to ask the road & streets committee to help with

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD MONDAY JULY 14TH , 2025 AT 6:00 PM  
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 19.

the installation etc. This subject will be discussed more by the Road & Streets Committee to get a solution.

City Area of Impact Ordinance Review

City Council members had been given the current city area of impact ordinance to review and had no questions. Kyla and Julie will be discussing this with the County Commissioners on July 28, 2025.

MOU with Meadows Valley School

The MOU with the MV School for use of the New Meadows Youth Center was reviewed before sending to the School for approval. The City Council requested the Mayor ask the school to contribute in some way to the costs and overhead of the New Meadows Youth Center since they will be using the facility for free. The Mayor agreed to go to the next School Board meeting and discuss it with the School board.

Mural/Old City Hall

The Youth Advocacy Coalition had asked about the mural project on the old City Hall. They have money set aside and wanted to know if the project will be moving forward. City Council wants to wait on the Mural project until the decision is made regarding what will be done with the old City Hall.

Added action item for the Surplus bids to be added to the agenda

The City Attorney was questioned about whether the surplus bid approval could be added to the agenda since it had already been noticed in the paper. He agreed that would be appropriate.

- Council Member Ryker moved to approve adding an agenda Item for approving the surplus bids. Council Member Carr seconded the motion. Roll Call Vote: Foster-yes, Ryker-yes, Parnett-yes, Carr-yes. Motion carried

**Action Items**

Meadows Valley Days Water & Power Request

Stacy Loper said that she had one vender that would need power because he had ice cream that would need to be kept frozen. One Vendor from Council that would need water for food items to steam & keep food hot. The BBQ would need to use the back of the Booster station for power & he would be the only one to use that so it wont be shorted out. Councilmember Foster reminded Stacy that the water from the faucet behind the restrooms can not be used for the food. Mayor Good stated that the main concern is to protection and safety during the event.

Surplus Bid awarded

- Council Member Ryker moved to approve Ken Crogh’s Bid on the surplus metal from the New Meadows Youth Center. Council Member Foster seconded the motion. Roll Call. Vote: Foster-yes, Ryker-yes, Parnett-yes, Carr-yes. Motion carried.

**CITY OF NEW MEADOWS CITY COUNCIL MEETING MINUTES  
HELD MONDAY JULY 14TH , 2025 AT 6:00 PM  
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

Item 19.

Zipley Fiber Right of Way Permits

Paperwork has not been received so no permits have been issued.

Industrial Park Lease- Dalrymple Construction

- Council Member Carr moved to approve the Industrial Park Lease with Dalrymple Construction. Council Member Parnett seconded the motion. Roll Call. Vote: Foster-yes, Ryker-yes, Parnett-yes, Carr-yes. Motion carried

FY 25 Audit Engagement Letter

- Council Member Foster moved to approve FY 25 Audit Engagement Letter with Zwygart John & Associates CPAs, PLLC. Council Member Ryker seconded the motion. Roll Call Vote: Foster-yes, Ryker-yes, Parnett-yes, Carr-yes. Motion Carried

Ordinance TBD-2025 Zoning code Amendment Rear Setbacks

- Council Member Ryker moved to introduce Ordinance TBD-2025 Zoning Code Amendment Rear Setbacks. Council Member Foster seconded the motion-Roll Call. Vote: Foster-yes, Ryker-yes, Parnett-yes, Carr-yes. Motion carried.

City Clerk Kyla Gardner read the ordinance by title only

- Council Member Ryker moved to approve Ordinance TBD-2025 rear setback amendment; Council Member Parnett seconded the motion- Roll Call. Vote: Foster-yes, Ryker-yes, Parnett-yes, Carr-yes. Motion carried.

**Consent Agenda**

The Consent Agenda included June 2025 Payroll, Paid & Pending Claims, & May 27, June 23, & July 2, 2025 City Council Meeting Minutes.

- Council Member Parnett moved to approve the Consent Agenda; Council Member Carr 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  
HELD MONDAY JULY 14TH , 2025 AT 6:00 PM  
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS**

**Future Meeting Topics**

- Future use of Old City Hall Building
- Out Buildings in R3
- Sheriffs department & contract
- Lindsay Harris with West Central Mountain Housing
- Streets & Roads Report about speed bumps
- Zply Fiber

**Adjournment**

Mayor Good adjourned the meeting at 8:35 P.M.

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

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

