

City of Emmett Council Meeting

January 11, 2022

The Emmett City Council held a regular meeting at 501 E. Main Street, Emmett, Idaho.
Mayor Petrie called the meeting to order at 7:00p.m.
Mayor Petrie led the **Pledge of Allegiance**
Wil Bilson offered the **Community Invocation**

Council Present: Council-President Steve Nebeker, Councilor Denise Sorenson, Councilor Thomas Butler, Councilor Gary Resinkin, Councilor Michelle Welch, Councilor-Elect Jody Harris

Council Present via telephone: Councilor Tona Henderson

Council Absent:

Counselor Present: Jake Sweeten

Staff Present: Curt Christensen, Lyleen Jerome, Stephanie Johnson, Alyce Kelley, Mike Knittel, Steve Kunka, Clint Seamons, Brian Sullivan

Public Present: Nora Nebeker, Joe Rohrbacher – 1438 W. 12th St – Emmett, Robert and Elizabeth Robinson – 1112 Regency – Emmett, Fred R. Bilbrey – 1452 W. 12th. St – Emmett., Dawn Ferdinand – 783 Tyler – Emmett, Steve Williams – 1987 W. 12th St. – Emmett, Blaine Womer – 4355 W. Emerald Rd – Boise, Joe Morton – 5726 Silverleaf Ext. – Emmett, Harvey Stetzel – Emmett

Public Present via telephone: Jeff Weckstein

Amendments to the Agenda: None.

Declaration of Conflicts of Interest: None

Declaration of Council Members' Discussion Outside an Open Meeting: None

Special Presentation – Council-President Steve Nebeker gave a plaque to out-going City Councilor Michelle Welch for her 12 years of service to the City of Emmett

CONSENT AGENDA:

Approval of Minutes – December 14, 2021

Approval of Accounts Payable.

Approve Permits – Bartender Permits:

| | |
|----------------------|----------------|
| Bronwyn Bartlett | Matthew Larson |
| David Burkhart | Robyn Spens |
| Melody Burns | Inez Trujillo |
| Cesar Espinoza-Marin | |

Councilor Henderson moved to approve **THE CONSENT AGENDA AS PRESENTED**. Seconded by **Councilor Resinkin**. The motion passed by **voice vote**.

Councilor President Nebeker moved to approve **A BRIEF RECESS BEFORE THE SWEARING IN OF THE NEWLY ELECTED CITY COUNCILORS**. Seconded by **Councilor Butler**. The motion passed by **voice vote**.

ELECTED OFFICIALS:

Mayor – Mayor Petrie gave the Oath of Office to Councilors Steve Nebeker, Gary Resinkin and Jody Harris and City Clerk Lyleen Jerome presented the Certificates of Election to the new elected and re-elected Councilors. The newly elected City Councilors took their seats.

City Council – Election of Council President – Councilor Resinkin nominated Councilor Steve Nebeker for Council President. Mayor Petrie called for nominations three times prior to closing. **Councilor Henderson** moved to approve **THE NOMINATION OF COUNCILOR STEVE NEBEKER AS COUNCIL PRESIDENT BY ACCLAMATION**. Seconded by **Councilor Butler**. The motion passed by **voice vote**.

Announcements and Good of the Order - None

PUBLIC HEARING:

A. Annexation with Preliminary Plat Application for Proposed Payette River Estates Subdivision.

Applicant: Landmark Pacific Investments, LLC

Property Location: North of West 12th St. and West of Twin Buttes Subdivision

Mayor Petrie opened the Public Hearing at 7:30pm

Annexation Application – Brian Sullivan, Building Official/City Planner presented the application to the Council and answered questions

Public Comments – Blane Womer (applicant) presented information regarding the Traffic Study. Joe Morton (opposed) gave his opinion of the Traffic Study. Harvey Stetzel (opposed) gave his input. Dawn Ferdinand (opposed) gave input. Blane Womer gave rebuttal. Jeff Weckstein from TJE Traffic Engineering gave input.

Decision of Public Hearing – **Councilor Henderson** moved to **CONTINUE THE PUBLIC HEARING FOR THE FOLLOWING APPLICATION ANN 21-004, ANNEXATION OF PARCEL #RP06N02W128850 CONTAINING 17.14 ACRES AS DESCRIBED IN LEGAL DESCRIPTION EXHIBIT A, WITH A ZONING CLASSIFICATION OF R-1, SINGLE-FAMILY RESIDENTIAL, PP 21-004, PRELIMINARY PLAT OF PAYETTE RIVER ESTATES SUBDIVISION, ADOPTING SITE-SPECIFIC CONDITIONS OF APPROVAL IN SECTION 10 AWAITING THE FOLLOWING: TO HAVE AN ADDITIONAL TRAFFIC STUDY BE EXTENDED FROM 4:30AM TO 7AM TO SUPPLEMENT MORNING STUDY THAT HAS ALREADY BEEN DONE THEN AGAIN FROM 2PM TO 4PM TO SUPPLEMENT THE AFTERNOON STUDY**. Seconded by **Councilor Resinkin**. The motion passed by **voice vote**.

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DISCUSSION/INFORMATION UPDATES: None.

NON-CONSENT AGENDA

BUSINESS:

A. Brian Sullivan – Building Official/City Planner requests approval of Ordinance #O2022-01. Council President Nebeker moved to approve AN ORDINANCE AMENDING THE ZONING CLASSIFICATION FOR CERTAIN REAL PROPERTY IN THE CITY OF EMMETT, IDAHO, LOCATED AT 911 S. WARDWELL, FROM R-2, DUPLEX, TO R-3, MULTI-FAMILY; AND PROVIDING AN EFFECTIVE DATE AND DISPENSE WITH RULE REQUIRING ORDINANCES TO BE READ ON THREE SEPARATE DAYS AND ONCE IN FULL, AND THAT THE ORDINANCE BE READ ONCE BY TITLE. Seconded by Councilor Henderson. The motion passed by **roll call vote**.

AYES – Council President Nebeker – AYE, Councilor Butler – AYE, Councilor Henderson, Councilor Resinkin – AYE
Councilor Harris - AYE, Councilor Sorenson - AYE

NAYS – None

Councilor President Nebeker moved to accept THE FIRST AND ONLY READING OF ORDINANCE #O2022-01, DIRECT THE MAYOR TO SIGN, AND DIRECT THAT IT BE PUBLISHED BY SUMMARY. Seconded by Councilor Butler. The motion passed by **roll call vote**.

AYES – Council President Nebeker – AYE, Councilor Butler – AYE, Councilor Henderson, Councilor Resinkin – AYE,
Councilor Harris – AYE, Councilor Sorenson - AYE

NAYS – None

B. Brian Sullivan – Building Official/City Planner requests approval of Ordinance #O2022-02. Council President Nebeker moves to approve AN ORDINANCE ANNEXING TO THE CITY OF EMMETT, IDAHO, CERTAIN REAL PROPERTY LOCATED AT 1050 CASCADE ROAD, IN THE UNINCORPORATED AREA OF GEM COUNTY, IDAHO, AND CONTIGUOUS TO THE CORPORATE LIMITS OF THE CITY OF DIRECTING THAT COPIES OF THIS ORDINANCE BE FILED AS PROVIDED BY LAW AND PROVIDING AN EFFECTIVE DATE AND DISPENSE WITH RULE REQUIRING ORDINANCES TO BE READ ON THREE SEPARATE DAYS AND ONCE IN FULL, AND THAT THE ORDINANCE BE READ ONCE BY TITLE. Seconded by Councilor Resinkin. The motion passed by **roll call vote**.

AYES – Council President Nebeker – AYE, Councilor Butler – AYE, Councilor Henderson, Councilor Resinkin – AYE,
Councilor Harris – AYE, Councilor Sorenson - AYE

NAYS – None

Councilor Sorenson moved to accept THE FIRST AND ONLY READING OF ORDINANCE #O2022-02, DIRECT THE MAYOR TO SIGN, AND DIRECT THAT IT BE PUBLISHED BY SUMMARY. Seconded by Councilor Harris. The motion passed by **roll call vote**.

AYES – Council President Nebeker – AYE, Councilor Butler – AYE, Councilor Henderson, Councilor Resinkin – AYE,
Councilor Harris – AYE, Councilor Sorenson - AYE

NAYS – None

C. Clint Seamons, Public Works Director requests approval Arbor Day Foundation 2021 Tree City USA Application for Certification. Councilor Henderson moved to approve the ARBOR DAY FOUNDATION 2021 TREE CITY USA APPLICATION FOR CERTIFICATION. Seconded by Councilor Butler. The motion passed by **voice vote**.

D. Clint Seamons, Public Works Director requests approval of Payment to Core & Main in the amount of \$21,614.80. Councilor Butler moved to approve PAYMENT TO CORE & MAIN IN THE AMOUNT OF \$21,614.80. Seconded by Councilor Resinkin. The motion passed by **voice vote**.

DEPARTMENT/ ACTIVITY REPORTS

A. **Building Official/City Planner** – Brian Sullivan, Building/Zoning Administrator – No report, answered questions of the Council

B. **Clerk** – Lyleen Jerome, City Clerk – No report

C. **Fire** – Curt Christensen, Fire Chief– No report, answered questions

D. **Library** – Alyce Kelley, Director– No report

E. **Police** - Steve Kunka, Police Chief– No report

F. **Public Works** – Clint Seamons, Public Works Director– No report

G. **Systems Administrator** – Mike Knittel, IT Systems Director– No report

H. **Engineer**

Councilor Butler moved to approve a MOTION TO ADJOURN. Seconded by Councilor Sorenson. The motion was passed by **voice vote**.

Meeting Adjourned 8:48pm

Mayor Gordon Petrie

Lyleen Jerome, City Clerk



CITY OF EMMETT

Bartender Permit Checklist

Applicant Name Raven Rain Gadiant

Date Application Received 01/05/22 By SJ

- New Application Renewal Application
- Application Notarized
- Fingerprint Receipt Attached (New only)
- Background receipt (New only)
- Copy of Driver's License Attached
- Permit Fee Paid
- Temporary Permit Language added to Receipt (New only)

Police Department

- Fingerprint Results Attached (New only) _____
- Background Check _____
- _____ Emmett Police Name/Records Check
- _____ Gem County Sheriff's Name/Records Check
- _____ Other

Date Requested: _____ Date Completed: 1-9-22

[Signature] 1/5/22 _____
Completed by Chief of Police

City Council

- Added to Council Agenda for approval
- City Council Approved Yes No 1/25/22
Council Date

Official Permit

- Created _____
- Mailed _____

CITY OF EMMETT, IDAHO
Resolution #R2022-01

A RESOLUTION AMENDING THE LEXIPOL POLICY FOR THE EMMETT POLICE DEPARTMENT.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Emmett, Idaho that the amendment as set forth in Exhibit A is made to the City of Emmett's Police Department Lexipol Policy regarding policy's 500-507.

Passed January 25, 2022 by the following vote:

AYES: _____ NOES: _____ ABSENT: _____

APPROVED:

MAYOR

ATTEST:

CITY CLERK

Exhibit A

Traffic Function and Responsibility

500.1 PURPOSE AND SCOPE

The ultimate goal of traffic law enforcement is to reduce traffic collisions. This may be achieved through the application of such techniques as geographic/temporal assignment of personnel and equipment and the establishment of preventive patrols to deal with specific categories of unlawful driving behavior. Traffic enforcement techniques are based on accident data, enforcement activity records, traffic volume, and traffic conditions. This department provides enforcement efforts toward violations, not only in proportion to the frequency of their occurrence in accident situations, but also in terms of traffic-related needs.

500.2 TRAFFIC OFFICER DEPLOYMENT

Several factors are considered in the development of deployment schedules for officers of the Emmett Police Department. Information provided by this department and the Idaho Department of Transportation is a valuable resource for traffic accident occurrences and therefore officer deployment. Some of the factors for analysis include:

- Location
- Time
- Day
- Violation factors

All officers assigned to patrol or traffic enforcement functions will emphasize enforcement of accident causing violations during high accident hours and at locations of occurrence. All officers will take directed enforcement action on request, and random enforcement action when appropriate against violators as a matter of routine. All officers shall maintain high visibility while working general enforcement, especially at high accident locations.

Other factors to be considered for deployment are citizen requests, construction zones or special events.

500.3 ENFORCEMENT

Enforcement actions are commensurate with applicable laws and take into account the degree and severity of the violation committed. This department does not establish ticket quotas and the number of arrests or citations issued by any officer shall not be used as the sole criterion for evaluating officer overall performance. The visibility and quality of an officer's work effort will be commensurate with the philosophy of this policy. Several methods are effective in the reduction of collisions:

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Traffic Function and Responsibility

500.3.1 WARNINGS

Warnings or other non-punitive enforcement actions should be considered in each situation and substituted for arrests or citations when circumstances warrant, especially in the case of inadvertent violations.

500.3.2 CITATIONS

Citations may be issued when an officer believes it is appropriate. It is essential that officers fully explain the rights and requirements imposed on motorists upon issuance of a citation for a traffic violation. Officers should provide the following information at a minimum:

- (a) Explanation of the violation or charge.
- (b) Court appearance procedure including the optional or mandatory appearance by the motorist.
- (c) Notice of whether the motorist can enter a plea and pay the fine by mail or at the court.

500.3.3 PHYSICAL ARREST

Physical arrest may be made on a number of criminal traffic offenses when a citation is not issued pursuant to the Citation Releases Policy.

500.4 SUSPENDED OR REVOKED DRIVERS LICENSES

If an officer contacts a traffic violator for driving on a suspended or revoked license, the officer may issue a traffic citation.

If a computer check of a traffic violator's license status reveals a suspended or revoked drivers license and the traffic violator still has his or her license in possession, the license shall be seized by the officer. The officer shall verbally advise the traffic violator of the suspension or revocation and issue the citation.

500.5 HIGH-VISIBILITY VESTS

The Department has provided American National Standards Institute (ANSI) Class II (or higher) high-visibility vests to increase the visibility of department members who may be exposed to hazards presented by passing traffic, maneuvering or operating vehicles, machinery and equipment (23 CFR 655.601).

Although intended primarily for use while performing traffic related assignments, high-visibility vests should be worn at any time increased visibility would improve the safety or efficiency of the member.

500.5.1 REQUIRED USE

Except when working in a potentially adversarial or confrontational role, such as during vehicle stops, high-visibility vests should be worn at any time it is anticipated that an employee will be exposed to the hazards of approaching traffic or construction and recovery equipment. Examples of when high-visibility vests should be worn include traffic control duties, accident investigations, lane closures and while at disaster scenes, or anytime high visibility is desirable. When emergency

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conditions preclude the immediate donning of the vest, officers should retrieve and wear the vest as soon as conditions reasonably permit. Use of the vests shall also be mandatory when directed by a supervisor.

Vests maintained in the investigation units may be used any time a plainclothes officer might benefit from being readily identified as a member of law enforcement.

500.5.2 CARE AND STORAGE OF HIGH-VISIBILITY VESTS

High-visibility vests shall be maintained in the trunk of each patrol and investigation unit, in the side box of each police motorcycle and in the saddlebag or gear bag of each police bicycle. Each vest should be stored inside the resealable plastic bag provided to protect and maintain the vest in a serviceable condition. Before going into service, each employee shall ensure a serviceable high-visibility vest is properly stored.

A supply of high-visibility vests will be maintained in the equipment room for replacement of damaged or unserviceable vests. The Administrative Sergeant should be promptly notified whenever the supply of vests in the equipment room needs replenishing.

Traffic Collision Reporting

501.1 PURPOSE AND SCOPE

The Emmett Police Department prepares traffic collision reports and makes traffic collision reports available to the community under the Idaho Public Records law.

501.2 RESPONSIBILITY

The Patrol Supervisor will be responsible for distribution of the traffic collision reports pursuant to Idaho Public Records law.

501.3 REPORTING SITUATIONS

501.3.1 TRAFFIC COLLISIONS INVOLVING CITY VEHICLES

Traffic collision investigation reports shall be taken when a City-owned vehicle is involved in a traffic collision upon a roadway or highway wherein any damage or injury results. When possible this investigation shall be completed by an outside law enforcement agency. If an outside law enforcement agency is not available to investigate, a general information report may be taken in lieu of a traffic collision report at the direction of a supervisor when the collision occurs on private property or does not involve another vehicle. Whenever there is damage to a City vehicle, a Vehicle Damage Report shall be completed and forwarded to the appropriate Supervising Officer.

Photographs of the collision scene and vehicle damage shall be taken.

501.3.2 TRAFFIC COLLISIONS WITH POLICE DEPARTMENT EMPLOYEES

When an employee of this department, either on-duty or off-duty, is involved in a traffic collision within the jurisdiction of the Emmett Police Department resulting in a serious injury or fatality, the Patrol Supervisor or the Patrol Team Supervisor, should notify another outside law enforcement agency for assistance.

The term serious injury is defined as any injury that may result in a fatality.

501.3.3 TRAFFIC COLLISIONS WITH OTHER CITY EMPLOYEES OR OFFICIALS

The Patrol Supervisor or on-duty Patrol Team Supervisor may request assistance from the Idaho State Police for the investigation of any traffic collision involving any City official or employee where a serious injury or fatality has occurred.

501.3.4 TRAFFIC COLLISIONS ON PRIVATE PROPERTY

In compliance with the Collision Investigation Manual, traffic collision reports shall not be taken for traffic collisions occurring on private property, unless there is a death or injury to any person involved, a hit-and-run violation, or Vehicle Code violation. An Incident Report may be taken at the discretion of any supervisor.

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Traffic Collision Reporting

501.3.5 TRAFFIC COLLISIONS ON ROADWAYS OR HIGHWAYS

Traffic collision reports shall be taken when they occur on a roadway or highway within the jurisdiction of this department under any of the following circumstances:

- (a) When there is a death or injury to any persons involved in the collision. Member will contact Idaho State Police to investigate these collisions.
- (b) When there is an identifiable violation of the Vehicle Code.
- (c) When a report is requested by any involved driver.

Vehicle Towing Policy

502.1 PURPOSE AND SCOPE

This policy provides the procedures for towing a vehicle by or at the direction of the Emmett Police Department.

502.2 RESPONSIBILITIES

The responsibilities of those employees storing or impounding a vehicle are as follows.

502.2.1 COMPLETION OF FORMS

Police Department members requesting storage of a vehicle shall complete a Notice of Storage and Notice of Intent to Dispose of a Vehicle form. The notice must contain, at minimum, the following information (Idaho Code 49-1803A):

- Name and addresses of the registered owner and lienholder.
- Complete vehicle description, including license plate number and vehicle identification number.
- Date, time, and reason for tow.
- Case number assigned.
- Whether the value of the vehicle is \$750 or less. The officer's valuation should be independently verified by the Police Clerk before any disposition process is initiated under Idaho Code 49-1814 (Disposition of low-valued vehicles).
- The daily storage rate.
- Name, address, and telephone number of towing company.
- Signature of tow truck operator taking receipt of the vehicle and its contents.

A copy of the notice is to be given to the tow truck operator and the original is to be submitted to the Records Section as soon as practicable after the vehicle is stored.

If a copy of the towed vehicle notice is not provided to the legal and registered owner at the time of storage, it shall be the responsibility of the Records Section to determine the legal and registered owners of the vehicle and to mail a copy of the notice to all such individuals within 72 hours, excluding weekends and holidays. A copy of the notice shall also be mailed to any lienholder within 72 hours, excluding weekends and holidays (Idaho Code 49-1803A(3)).

502.2.2 REMOVAL OF VEHICLE DISABLED IN A TRAFFIC COLLISION

When a vehicle has been involved in a traffic collision and must be removed from the scene, the officer shall have the driver select a towing company, if possible, and shall relay the request for the specified towing company to the dispatcher. When there is no preferred company requested or the preferred tow company has an unreasonable response time, a company will be selected from the rotational list of towing companies in Dispatch.

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If the owner is incapacitated, or for any reason it is necessary for this department to assume responsibility for a vehicle involved in a collision, the officer shall request the dispatcher to call the official towing garage for the City of Emmett.

502.2.3 DRIVING A NON-CITY VEHICLE

Vehicles which have been towed by or at the direction of this department should not be driven by police personnel unless it is necessary to move a vehicle a short distance to eliminate a hazard, prevent the obstruction of a fire hydrant, or to comply with posted signs.

502.2.4 DISPATCHER'S RESPONSIBILITIES

Upon receiving a request for towing, the dispatcher shall promptly telephone the specified authorized towing service. The officer shall be advised when the request has been made and the towing service has been dispatched.

When there is no preferred company requested, the dispatcher shall call the next firm in rotation from the list of approved towing companies and shall make appropriate entries on that form to ensure the following firm is called on the next request.

502.3 TOWING SERVICES

The City of Emmett periodically selects a firm to act as the official tow service and awards a contract to that firm. This firm will be used in the following situations:

- (a) When it is necessary to safeguard a vehicle due to the inability of the owner or operator to take the required action.
- (b) When a vehicle is being held as evidence in connection with an investigation.
- (c) When it is otherwise necessary to store a motor vehicle. This would include situations involving the recovery of stolen or abandoned vehicles, and the removal from the streets of vehicles obstructing traffic in violation of state or local regulations.

Nothing in this policy shall require this department to tow a vehicle.

502.4 STORAGE AT ARREST SCENES

Whenever a person in charge or in control of a vehicle is arrested, it is the policy of this department to provide reasonable safekeeping by storing the arrestee's vehicle subject to the exceptions described below. However, the vehicle shall be stored whenever it is needed for the furtherance of an investigation or prosecution of the case or when the community caretaker doctrine would reasonably suggest that the vehicle should be stored, for example, the vehicle would present a traffic hazard if not removed or due to a high crime area the vehicle would be in jeopardy of theft or damage if left at the scene.

The following are examples of situations where consideration should be given to leaving a vehicle at the scene in lieu of storing, provided the vehicle can be lawfully parked and left in a reasonably secured and safe condition:

- Traffic-related warrant arrest.

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- Situations where the vehicle was not used to further the offense for which the driver was arrested.
- Whenever the licensed owner of the vehicle is present, willing, and able to take control of any vehicle not involved in criminal activity.
- Whenever the vehicle otherwise does not need to be stored and the owner requests that it be left at the scene

In such cases, the handling employee shall note in the report that the owner was informed that the Police Department will not be responsible for theft or damages.

502.5 VEHICLE INVENTORY SEARCHES

All property in a stored or impounded vehicle shall be inventoried and listed on the vehicle storage form. This includes the trunk and any compartments or containers, even if closed and/or locked. Members conducting inventory searches should be as thorough and accurate as practical in preparing an itemized inventory. These inventory procedures are for the purpose of protecting an owner's property while in police custody, to provide for the safety of officers, and to protect this department against fraudulent claims of lost, stolen, or damaged property.

502.5.1 SECURITY OF VEHICLES AND PROPERTY

Unless it would cause an unreasonable delay in the completion of a vehicle impound/storage or create an issue of officer safety, officers should make reasonable accommodations to permit a driver/owner to retrieve small items of value or personal need (e.g. cash, jewelry, cell phone, prescriptions) which are not considered evidence or contraband.

If a search of a vehicle leaves the vehicle or any property contained therein vulnerable to unauthorized entry, theft or damage, search personnel shall take such steps as are reasonably necessary to secure and/or preserve the vehicle or property from such hazards.

Vehicle Impound Hearings

503.1 PURPOSE AND SCOPE

This policy establishes a procedure for the requirement to provide vehicle storage or impound hearings pursuant to Idaho Code 49-1805.

503.2 STORED OR IMPOUND HEARING

When a vehicle is stored or impounded by any member of the Emmett Police Department, a hearing will be conducted upon the request of the registered or legal owner of the vehicle or their agent (Idaho Code 49-1805).

503.2.1 HEARING PROCEDURES

The vehicle storage hearing is an informal process to evaluate the validity of a stored or impounded vehicle. Any relevant evidence may be submitted and reviewed by the hearing officer to determine if the vehicle in question was lawfully stored or impounded, in accordance with Emmett Police Department policies and procedures. The employee who caused the storage or removal of the vehicle does not need to be present for this hearing.

A notice of the storage shall be sent by certified mail to the registered and legal owners within forty-eight (48) hours, excluding the weekends and holidays, and shall include the following information:

- (a) The name, address, and telephone number of the agency providing the notice.
- (b) The location of the place of storage and description of the vehicle which shall include, if available, the name or make, identification number, the license plate number, and the mileage.
- (c) The authority and purpose for the removal of the vehicle.
- (d) In order to receive a post-storage hearing, the owners, or their agents, must request the hearing in writing within ten (10) days of the date of the notice. Any such hearing shall be conducted within forty-eight (48) hours of the request, excluding weekends and holidays. The public agency may authorize its own officer or employee to conduct the hearing, so long as the hearing officer is not the same person.

The person requesting the hearing may record the hearing at his/her own expense. The vehicle storage/impound hearing officer shall consider all information provided and determine the validity of the storage or impound of the vehicle in question and then render a decision.

A decision that the vehicle was not stored or impounded in a lawful manner or within the policy of this department will require that the vehicle in storage be released immediately. Towing and storage fees will be paid at this department's expense (Idaho Code 49-1805(d)(5)).

If a decision is made that the vehicle was not stored or impounded in a lawful manner or in compliance with the policy of this department, and the vehicle has been released with fees having been paid, the receipt for such fees will be forwarded with a letter to the appropriate Supervising

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Officer. The hearing officer will recommend to the appropriate Supervising Officer that the fees paid by the registered or legal owner of the vehicle in question or their agent be reimbursed by this department.

Impaired Driving

504.1 PURPOSE AND SCOPE

This policy provides guidance to those department members who play a role in the detection and investigation of driving under the influence (DUI).

504.2 POLICY

The Emmett Police Department is committed to the safety of the roadways and the community and will pursue fair but aggressive enforcement of Idaho's impaired driving laws.

504.3 INVESTIGATIONS

Officers should enforce DUI laws as part of the patrol duties unless specifically assigned to DUI enforcement. All officers are expected to enforce these laws with due diligence.

The Patrol Supervisor will develop and maintain, in consultation with the prosecuting attorney, report forms with appropriate checklists to assist investigating officers in documenting relevant information and maximizing efficiency. DUI investigations can be documented using these forms. Information documented on these forms will still need to be written in the report narrative. Information that should be documented includes, at a minimum:

- (a) The field sobriety tests (FSTs) administered and the results.
- (b) The officer's observations that indicate impairment on the part of the individual, and the officer's health-related inquiries that may help to identify any serious health concerns (e.g., diabetic shock).
- (c) Sources of additional information (e.g., reporting party, witnesses) and their observations.
- (d) Information about any audio and/or video recording of the individual's driving or subsequent actions.
- (e) The location and time frame of the individual's vehicle operation and how this was determined.
- (f) Any prior related convictions in Idaho or another jurisdiction.

504.4 FIELD TESTS

The Patrol Supervisor should identify standardized FSTs and any approved alternate tests for officers to use when investigating violations of DUI laws.

504.5 CHEMICAL TESTS

A person implies consent under Idaho law to a chemical test or tests, and to providing the associated chemical sample, under any of the following (Idaho Code 18-8002):

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- (a) The arresting officer has reasonable grounds to believe that the person was driving or in actual physical control of a motor vehicle, including a commercial motor vehicle, when any of the following exist:
 - 1. While under the influence of alcohol, drugs and/or any other intoxicating substances.
 - 2. While under the influence of any combination of alcohol, drugs and/or any other intoxicating substances.
 - 3. With a prohibited alcohol concentration (Idaho Code 18-8004).
- (b) The arresting officer has reasonable grounds to believe the person was driving or in actual physical control of a vehicle which resulted in great bodily harm, permanent disability or disfigurement to any other person (Idaho Code 18-8006).

If a person withdraws this implied consent, or is unable to withdraw consent (e.g., the person is unconscious), the officer should consider implied consent revoked and proceed as though the person has refused to provide a chemical sample.

504.5.1 STATUTORY NOTIFICATIONS

At the time testing is requested, the person shall be informed that if he/she refuses to submit to or fails to complete a test as required, he/she will be subject to civil penalties, and driver's license suspension, mandatory installation of a state-approved ignition interlock system at his/her expense for one year following the end of the suspension period, the right to request a hearing to show cause why he/she refused to submit or complete testing, and after submitting to evidentiary testing, he/she may, when practicable and at their own expense, have additional tests made by a person of his/her choosing as described in Idaho Code 18-8002(3) and Idaho Code 18-8002A(2).

504.5.2 BREATH SAMPLES

The Patrol Supervisor should ensure that all devices used for the collection and analysis of breath samples are properly serviced and tested, and that a record of such service and testing is properly maintained.

If the person submits to a breath test and the officer has reasonable cause to believe that the person was driving under the influence of drugs or the combined influence of alcohol and drugs, the officer should request a second test of the person's blood or urine. If a second test is requested, the officer shall include the facts supporting the belief in the arrest report (Idaho Code 18-8002(10)).

Officers obtaining a breath sample should monitor the device for any sign of malfunction. Any anomalies or equipment failures should be noted in the appropriate report and promptly reported to the Patrol Supervisor.

504.5.3 BLOOD SAMPLES

Only persons authorized by law to draw blood shall collect blood samples (Idaho Code 18-8003). The blood draw should be witnessed by the assigned officer. No officer, even if properly certified, should perform this task.

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Officers should inform an arrestee that if he/she chooses to provide a blood sample, a separate sample can be collected for alternate testing. Unless medical personnel object, two samples should be collected and retained as evidence, so long as only one puncture is required.

The blood sample shall be packaged, marked, handled, stored and transported as required by the testing facility.

If an arrestee cannot submit to a blood draw because he/she has a bleeding disorder or has taken medication that inhibits coagulation, he/she shall not be required to take a blood test. Such inability to take a blood test should not be considered a refusal. However, that arrestee may be required to complete another available and viable test.

504.5.4 URINE SAMPLES

If a urine test will be performed, the arrestee should be promptly transported to the appropriate testing site. The officer shall follow any directions accompanying the urine evidence collection kit.

Urine samples shall be collected and witnessed by an officer or jail staff member of the same sex as the individual giving the sample. The arrestee should be allowed sufficient privacy to maintain his/her dignity, to the extent possible, while still ensuring the accuracy of the sample.

The sample shall be packaged, marked, handled, stored and transported as required by the testing facility.

504.5.5 ADDITIONAL TESTING

After submitting to testing as requested by the officer when practicable, a person may request, at his/her own expense, that additional tests for alcohol concentration or for the presence of drugs or other intoxicating substances be administered by a person of his/her own choosing (Idaho Code 18-8002A(6)).

504.6 REFUSALS

When an arrestee refuses to provide a chemical sample, officers shall:

- (a) Advise the arrestee of the requirement to provide a sample and consequences of failing to do so (Idaho Code 18-8002).
- (b) Audio- and/or video-record the admonishment and the response when it is practicable.
- (c) Personally serve the notice of suspension upon the person (Idaho Code 18-8002A).
- (d) Document the refusal in the appropriate report.
- (e) Complete an affidavit of refusal.

504.6.1 BLOOD SAMPLE WITHOUT CONSENT

A blood sample may be obtained from a person who refuses a chemical test when there are reasonable grounds to believe that person has been driving or in actual physical control of a motor vehicle in violation of Idaho Code 18-8004 and when any of the following conditions exist:

- (a) A search warrant has been obtained.

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- (b) The officer can articulate that exigent circumstances exist. Exigency does not exist solely because of the short time period associated with the natural dissipation of alcohol or controlled or prohibited substances in the person's bloodstream. Exigency can be established by the existence of special facts such as a lengthy time delay in obtaining a blood sample due to an accident investigation or medical treatment of the person.
- (c) If necessary, a person who is authorized by law to draw a blood sample for evidentiary testing may be ordered to do so by the officer when there are exigent circumstances and probable cause to believe the arrestee has committed any of the following offenses (Idaho Code 18-8002(6)(b)):
 - 1. Aggravated DUI.
 - 2. Vehicular manslaughter.
 - 3. Aggravated DUI or criminal homicide involving a watercraft while under the influence of alcohol, drugs or other intoxicating substances.

504.6.2 FORCED BLOOD SAMPLE

If an arrestee indicates by word or action that he/she will physically resist a blood draw, the officer should request a supervisor to respond.

The responding supervisor should:

- (a) Evaluate whether using force to obtain a blood sample is appropriate under the circumstances.
- (b) Ensure that all attempts to obtain a blood sample through force cease if the person agrees to, and completes, a viable form of testing in a timely manner.
- (c) Advise the person of his/her duty to provide a sample (even if this advisement was previously done by another officer) and attempt to persuade the individual to submit to such a sample without physical resistance.
 - 1. This dialogue should be recorded on audio and/or video when practicable.
- (d) Ensure that the blood sample is taken in a medically approved manner.
- (e) Ensure that the forced blood draw is recorded on audio and/or video when practicable.
- (f) Monitor and ensure that the type and level of force applied appears reasonable under the circumstances.
 - 1. Unless otherwise provided in a warrant, force should generally be limited to handcuffing or similar restraint methods.
 - 2. In misdemeanor cases, if the arrestee becomes violent or more resistant, no additional force will be used and a refusal should be noted in the report.
 - 3. In felony cases, force which reasonably appears necessary to overcome the resistance to the blood draw may be permitted.

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Impaired Driving

- (g) Ensure the use of force and methods used to accomplish the collection of the blood sample are documented in the related report.

If a supervisor is unavailable, officers are expected to use sound judgment and perform as a responding supervisor, as set forth above.

504.7 SERVICE OF SUSPENSION

If the driver submits to a breath, blood, or urine test and the results indicate an alcohol concentration or the presence of drugs or other intoxicating substances in violation of the provisions of Idaho Code 18-8004, Idaho Code 18-8004C, or Idaho Code 18-8006, the officer shall, acting on behalf of the Idaho Transportation Department (ITD), serve the person with a notice of suspension and notice of the requirement to install, at his/her expense, a state-approved ignition interlock system for a period of one year following the end of the suspension period (Idaho Code 18-8002A(5)).

Within five business days of serving a person with the notice of suspension, the arresting officer shall forward the following to the ITD (Idaho Code 18-8002A(5)):

- (a) A copy of the completed notice of suspension and notice of the requirement to install the ignition interlock system.
- (b) A certified copy or duplicate original of the results of all breath tests for alcohol concentration.
- (c) The arresting officer's sworn statement, which may incorporate any arrest or incident report relevant to the arrest and evidentiary testing, setting forth:
 - 1. The identity of the person.
 - 2. The legal cause to stop the person.
 - 3. The officer's legal cause to believe that the person was DUI.
 - 4. That the person was advised of the consequences of taking and failing the evidentiary test.
 - 5. That the person was lawfully arrested.
 - 6. That the person was tested for alcohol concentration, drugs, or other intoxicating substances and that the result of the test indicated an alcohol concentration or the presence of drugs or other intoxicating substances in violation of Idaho Code 18-8004, Idaho Code 18-8004C, or Idaho Code 18-8006.

504.8 RECORDS SECTION RESPONSIBILITIES

The Police Clerk will ensure that all case-related records are transmitted according to current records procedures and as required by the prosecuting attorney's office.

504.9 ADMINISTRATIVE HEARINGS

The Police Clerk will ensure that all appropriate reports and documents related to administrative license suspensions are reviewed and forwarded to the ITD.

Emmett Police Department

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Impaired Driving

Any officer who receives notice of required attendance to an administrative license suspension hearing should promptly notify the prosecuting attorney.

An officer called to testify at an administrative hearing should document the hearing date and the ITD file number in a supplemental report. Specific details of the hearing generally should not be included in the report unless errors, additional evidence or witnesses are identified. The Records Section should forward this to the prosecuting attorney as part of the case file.

504.10 TRAINING

The Administrative Sergeant should ensure that officers participating in the enforcement of DUI laws receive regular training. Training should include, at minimum, current laws on impaired driving, investigative techniques and rules of evidence pertaining to DUI investigations. The Administrative Sergeant should confer with the prosecuting attorney's office and update training topics as needed.

Traffic Citations

505.1 PURPOSE AND SCOPE

This policy outlines the responsibility for traffic citations, the procedure for dismissal, correction, and voiding of traffic citations.

505.2 RESPONSIBILITIES

The Patrol Supervisor shall be responsible for the development and design of all traffic citations in compliance with applicable law.

The Records Section shall be responsible for the supply and accounting of all traffic citations issued to employees of this department.

505.3 DISMISSAL OF TRAFFIC CITATIONS

Employees of this department do not have the authority to dismiss a citation once it has been issued. Any request from a recipient to dismiss a citation shall be referred to the Chief of Police. Upon a review of the circumstances involving the issuance of the traffic citation, the Chief of Police may recommend dismissal of the traffic citation. The citation will be forwarded to the appropriate court with a request for dismissal. All recipients of traffic citations whose request for the dismissal of a traffic citation has been denied shall be referred to the Prosecutor's Office.

Should an officer determine during a court proceeding that a traffic citation should be dismissed in the interest of justice or where prosecution is deemed inappropriate the officer may request the court to dismiss the citation. Upon dismissal of the traffic citation by the court, the officer shall notify his/her immediate supervisor of the circumstances surrounding the dismissal and shall complete any paperwork as directed or required. The citation dismissal shall then be forwarded to the Patrol Supervising Officer for review.

505.4 VOIDING TRAFFIC CITATIONS

Voiding a traffic citation may occur when a traffic citation has not been completed or where it is completed, but not issued. All copies of the citation shall be turned into the inbox by the end of the officers shift.

505.5 CORRECTION OF TRAFFIC CITATIONS

When a traffic citation is issued and in need of correction, the officer issuing the citation shall submit the citation and a letter requesting a specific correction to his/her immediate supervisor. The immediate supervisor shall prepare a letter of correction to the court having jurisdiction and to the recipient of the citation.

Emmett Police Department

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Traffic Citations

505.6 DISPOSITION OF TRAFFIC CITATIONS

The court and file copies of all traffic citations issued by members of this department shall be forwarded to the employee's immediate supervisor for review. The citation copies shall then be filed with Records Section.

Employees shall return all unused citations to the Records Section upon separation from employment with the this department.

505.7 JUVENILE CITATIONS

Completion of traffic citation forms for juveniles may vary slightly from the procedure for adults. The juvenile's age, place of residency, and the type of offense should be considered before issuing the juvenile a citation.

Disabled Vehicles

506.1 PURPOSE AND SCOPE

The Emmett Police Department has a responsibility to provide assistance to disabled motorists within their primary jurisdiction.

506.2 OFFICER RESPONSIBILITY

When an on-duty officer observes a disabled vehicle on the roadway, the officer should make a reasonable effort to provide assistance. If that officer is assigned to a call of higher priority, the dispatcher should be advised of the location of the disabled vehicle and the need for assistance. The dispatcher should then assign another available officer to respond for assistance as soon as practical.

506.3 EXTENT OF ASSISTANCE

In most cases, a disabled motorist will require assistance. After arrangements for assistance are made, continued involvement by personnel from this department will be contingent on the time of day, the location, the resources availability to this department, and the vulnerability of the disabled motorist.

506.3.1 MECHANICAL REPAIRS

Police Department personnel shall not make mechanical repairs to a disabled vehicle. The use of push bumpers to relocate vehicles to a position of safety is not considered a mechanical repair.

506.3.2 RELOCATION OF DISABLED VEHICLES

The relocation of disabled vehicles by members of this department by pushing or pulling a vehicle should only occur when the conditions reasonably indicate that immediate movement is necessary to reduce a hazard presented by the disabled vehicle.

506.3.3 RELOCATION OF DISABLED MOTORIST

The relocation of a disabled motorist should only occur with the person's consent and should be suggested when conditions reasonably indicate that immediate movement is necessary to mitigate a potential hazard. The department member may stay with the disabled motorist or transport him/her to a safe area to await pickup.

Parked and Abandoned Vehicle Violations

507.1 PURPOSE AND SCOPE

This policy provides procedures for the marking, recording, and storage of vehicles parked in violation of laws regulating parking of vehicles under Idaho Code 49-659 through Idaho Code 49-662, and abandoned vehicles under the authority of Idaho Code 49-1801; Idaho Code 49-1802 and Idaho Code 49-1804.

507.2 MARKING ABANDONED VEHICLES

Vehicles that officers have reasonable grounds to believe have been abandoned which do not fall within the class of “emergency circumstances” shall have attached thereto, in plain view, a notice that this vehicle will be towed away at the expiration of forty-eight (48) hours as an abandoned vehicle.

The notice shall contain:

- The name of the officer who prepared the notice
- The name of the agency of the officer
- The date and time the notice was attached
- The date and time when the vehicle will be removed
- The telephone number and address of the agency

A reasonable attempt shall be made to notify by telephone the owner of any vehicle which has current license plates and registration as shown on the vehicle registration record, prior to the expiration of the 48 hour notice period, of the location of the vehicle and the time and date of intent to remove the vehicle (Idaho Code 49-1804).

507.2.1 MARKED VEHICLE FILE

The Emmett Police Department shall be responsible for maintaining a file for all Marked Vehicle Cards.

Patrol officers shall be responsible for the follow up investigation of all 48-hour parking violations noted in the Marked Vehicle files.

507.2.2 VEHICLE STORAGE

Whenever an officer removes a vehicle from a highway, or from public or private property he/she shall take, or cause to be taken, the vehicle to the nearest garage or other place of safety. At the time of removal, the officer shall record the mileage of the vehicle (Idaho Code 49-1808).

An impound and storage notice form shall be submitted to the Records Section immediately following the storage of the vehicle.

Within 48 hours of the storage of any such vehicle, excluding weekends and holidays, it shall be the responsibility of the Records Section to determine the names and addresses of any individuals

Emmett Police Department

Emmett PD ID Policy Manual

Parked and Abandoned Vehicle Violations

having an interest in the vehicle through ITD or ILETS computers. Notice to all such individuals shall be sent by certified mail within the 48-hour time period listed above (Idaho Code 49-1805(2)).

LEGAL NOTICE

CITY OF EMMETT, IDAHO

Treasurer Financial Report for Quarter Ending December 2021

| FUND | BUDGET | YTD Receipts | YTD Expenditures | % Rec | % Exp |
|-----------------------|-----------------|-----------------|---------------------|----------|----------|
| General Fund | \$ 2,884,683.00 | \$ 605,834.68 | \$ 790,535.90 | 21% | 27% |
| Personnel | | | \$ 425,030.21 | | |
| Insurance | | | \$ 105,768.10 | | |
| Capital Outlay | | | \$ 259,737.59 | | |
| Street Fund | \$ 634,361.00 | \$ 142,761.39 | \$ 95,779.43 | 23% | 15% |
| Personnel | | | \$ 37,992.78 | | |
| Insurance | | | \$ 12,294.38 | | |
| Capital Outlay | | | \$ 45,492.27 | | |
| Library Fund | \$ 260,612.00 | \$ 60,333.22 | \$ 56,525.19 | 23% | 22% |
| Personnel | | | \$ 33,723.56 | | |
| Insurance | | | \$ 6,174.60 | | |
| Capital Outlay | | | \$ 16,627.03 | | |
| Cemetery | \$ 124,241.00 | \$ 27,410.52 | \$ 29,419.91 | 22% | 24% |
| Personnel | | | \$ 18,281.29 | | |
| Insurance | | | \$ 5,623.01 | | |
| Capital Outlay | | | \$ 5,515.61 | | |
| Perpetual Care | \$ 4,200.00 | \$ 1,071.57 | \$ - | 26% | 0% |
| TOTAL | \$ 3,908,097.00 | \$ 837,411.38 | \$ 972,260.43 | 21% | 25% |

| Enterprise Funds: Water/Sewer/Sanitation/Technology | | | | | |
|--|-----------------|-----------------|-----------------|-----|-----|
| Water | \$ 1,825,300.00 | \$ 459,970.26 | \$ 368,693.81 | 25% | 20% |
| Personnel | | | \$ 121,820.33 | | |
| Insurance | | | \$ 47,476.63 | | |
| Capital Outlay | | | \$ 199,396.85 | | |
| Bond Repayment | | | \$ - | | |
| Sewer | \$ 2,161,800.00 | \$ 617,136.41 | \$ 281,731.09 | 29% | 13% |
| Personnel | | | \$ 114,285.42 | | |
| Insurance | | | \$ 41,449.45 | | |
| Capital Outlay | | | \$ 125,996.22 | | |
| Bond Repayment | | | \$ - | | |
| Sanitation | \$ 659,200.00 | \$ 180,357.48 | \$ 187,376.83 | 27% | 28% |
| Personnel | | | \$ 19,284.22 | | |
| Insurance | | | \$ 3,890.65 | | |
| Capital Outlay | | | \$ 164,201.96 | | |
| Techology | \$ 26,000.00 | \$ 14,570.00 | \$ 16,064.19 | 56% | 62% |
| Capital Outlay | | | \$ 16,064.19 | | |
| TOTAL ENTERPRISE FUNDS | \$ 4,672,300.00 | \$ 1,272,034.15 | \$ 853,865.92 | 27% | 18% |
| Other | \$ 5,300.00 | \$ 19,566.74 | \$ 132,157.81 | | |
| TOTAL ALL FUNDS | \$ 8,585,697.00 | \$ 2,129,012.27 | \$ 1,958,284.16 | 25% | 23% |

Citizens are invited to inspect the detailed supporting records of the above financial statement.

City of Emmett is an Equal Opportunity Employer

Lyleen Jerome, City Clerk/Treasurer



EMMETT PUBLIC WORKS DEPARTMENT
601 East 3rd Street - Emmett, Idaho 83617
Clint Seamons, Public Works Director

Thursday, January 20, 2022

Mayor, City Council:

I am requesting a **MOTION to approve reducing speed from 25MPH to 20MPH on S Johns Ave. The proposed area starts from the existing 20MPH Zone on 4th St up to current 35 MPH zone south of 12th St.**




Attached is aerial map of proposed area for your review.

Thank you,

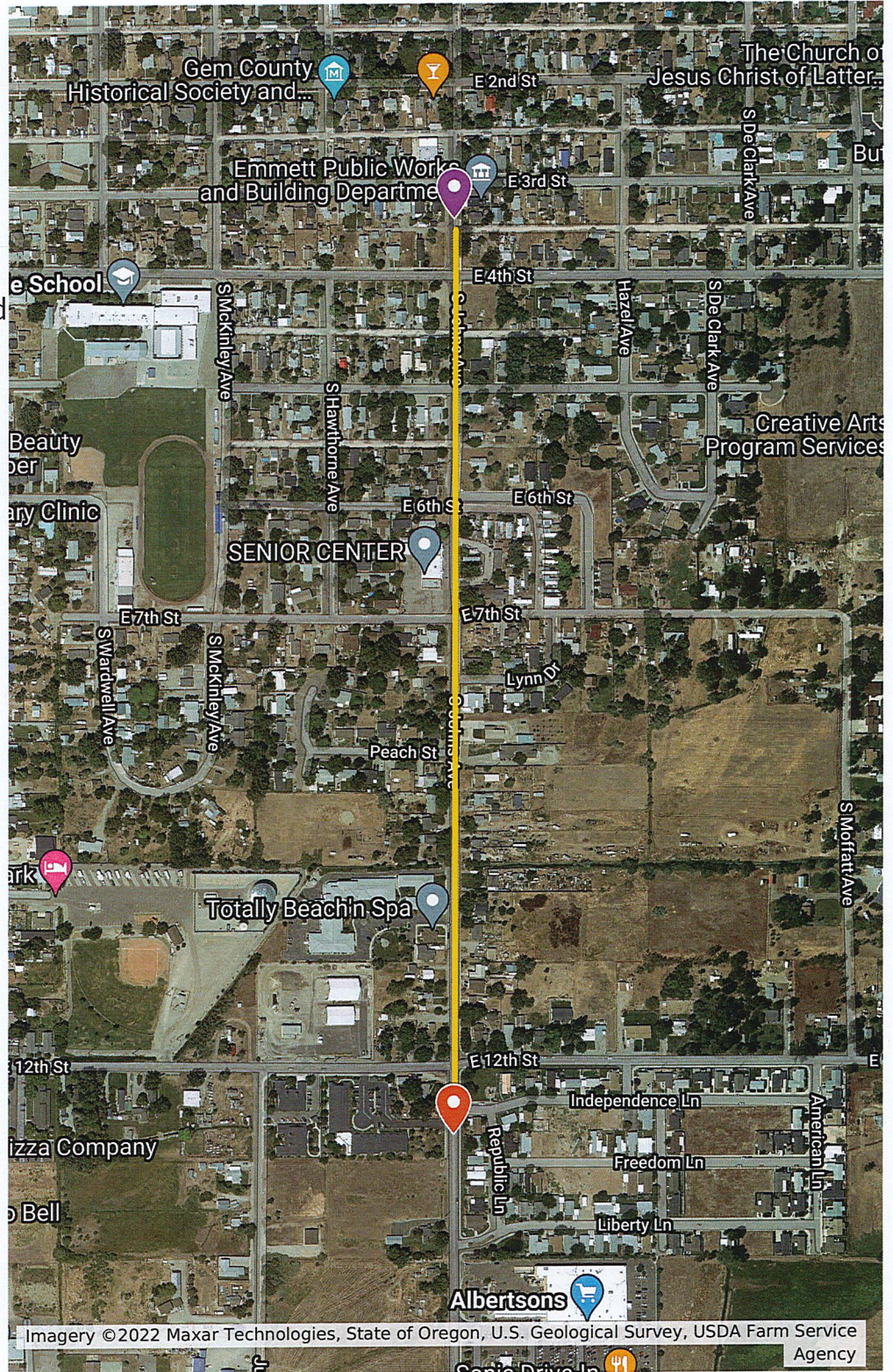
Clint Seamons, Public Works Director

Reducing speed from 25MPH to 20MPH on new S Johns Ave Corridor

Starting from 4th St to 12th St on S Johns Ave

-  Proposed 20MPH Area
-  Existing 35MPH Zone
-  Existing 20MPH Zone

Public Works will add 4 new 20MPH signs on both east and west sides of the roadway with MUTCD standard REDUCED SPEED AHEAD signage notifying traffic of the speed change.





EMMETT PUBLIC WORKS DEPARTMENT
601 East 3rd Street - Emmett, Idaho 83617
Clint Seamons, Public Works Director

Thursday, January 20, 2022

Mayor, City Council:

I am requesting a **MOTION to approve surplus of public works equipment.**

Attached is the list of equipment for your review.

Thank you,

Clint Seamons, Public Works Director

Public Works request to surplus equipment:

1/20/2022

| Amount | Discription | VIN# or NSN # |
|---------------|--|-----------------------|
| 1 | 2001 FORD F150 | 1FTRX18W11NB33100 |
| 1 | 1996 Dodge Dakota | 1B7LF26X8TS682099 |
| 1 | Generator, large black/green/brown in color | NSN: 6115-01-392-0296 |
| 1 | Generator, medium black/green/brown in color | NSN: 6115-01-274-7387 |
| 1 | Generator, large green | NSN: 6115-00-118-1252 |
| 2 | Diamond plate truck boxes | |
| 2 | Weather guard slide tool boxes | |
| 1 | Leer truck topper ford ranger shot box | |
| 1 | 100gal propane tank | |
| 23 | 20' sticks 12" perforated pipe | |
| 4 | 10R 22.5 tires | |



CITY OF EMMETT
Office of Building and Zoning
601 E. 3rd Street
Emmett, ID 83617

Thursday, January 20, 2022

Mayor, City Council:

I am requesting a MOTION to approve the Blue Cross of Idaho Foundation for Health Grant Agreement in the amount of 50,000 dollars, with Mayor to sign.

Attached is the agreement for your review.

Thank you,

A handwritten signature in black ink, appearing to read "Brian Sullivan". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Brian Sullivan

Building Official, Zoning Administrator



GRANT AGREEMENT

Blue Cross of Idaho Foundation for Health, Inc. (the “Foundation”) is pleased to award **City of Emmett** (the “Grantee”) with a Foundation Grant (the “Grant”). The Grant is awarded subject to the terms and conditions stated in this Grant and any exhibits or attachments thereto. Please read the terms and conditions of the Grant carefully before signing this document as the Grantee’s signature constitutes the Grantee’s agreement and acceptance in full of all terms and conditions contained herein.

DATE AUTHORIZED: 1/20/2022
AMOUNT OF GRANT: \$50,000
SPEND BY DATE OF GRANT: 1/31/2023
REPORT SCHEDULE: Semi-Annual by July 31, 2022, with final report due by February 28, 2023

1. PURPOSE AND USE OF GRANT FUNDS

A. **Description:** This grant will be used to incorporate health into the city comprehensive plan and to focus on outcomes related to social determinants of health.

B. The Grantee shall utilize Grant funds exclusively for one of the following purposes: charitable, educational, scientific or literary purpose (or some approved variation) as more fully described in section 170(c)(2)(B) of the Internal Revenue Code (“Code”).

C. No part of the Grant shall be used for any political activities or lobbying, including but not limited to, support of or opposition to candidates, ballot initiatives, voter registration drives, attempting to influence legislation, referenda or similar activities.

D. No part of the Grant shall be used for any personal attack on, or vilification of, any person (whether by name or business affiliation), company, or governmental agency, whether individually or collectively.

E. No part of the Grant shall be used for a Grant to another organization without the express, written approval of the Foundation.

F. The Grantee shall require each organization or entity to which it distributes any portion of the Grant in order to perform the fundamental purposes of this Grant Contract to enter into a written agreement with the Grantee obligating such organization or entity to comply with the terms of this Grant Contract and Conditions. This clause does not apply to vendors providing the Grantee general services (e.g., utilities, office supply vendors, airlines, caterers, etc.).

2. BUDGET

Subject to the terms and conditions set out in the Grant, the Foundation is pleased to award Grantee with a conditional Grant of up to **Fifty Thousand Dollars (\$50,000)**, which shall include any interest or income arising therefrom. The Grant is conditional upon the proper execution of this Grant agreement by an authorized representative of Grantee.

Expenditures of the Grant funds must adhere to the specific line items in the Grantee's approved Grant budget. Transfers among line items (increases and decreases) in excess of five percent (5%) of the total approved annual Grant award are permitted only with the express written consent of the Foundation. All transfers among line items are permitted only with the express written consent of the Foundation. Grant expenditures must occur during the period under which support is approved unless a no-cost extension or carry forward is approved by the Foundation.

3. ACCOUNTING AND AUDIT

The Grantee shall identify the Grant separately on its books of accounting. A systematic accounting record shall be kept by the Grantee of the receipt and disbursement of funds and expenditures incurred under the terms of the Grant, and the substantiating documents such as bills, invoices, cancelled checks, and receipts, shall be retained in the Grantee's files for a period of not less than three (3) years after expiration of the total Grant period. The Grantee agrees promptly to furnish the Foundation with copies of such documents upon the Foundation's request.

The Grantee agrees to make its books and records available to the Foundation at reasonable times.

The Foundation, at its expense, may audit or have audited the books and records of the Grantee insofar as they relate to the disposition of the funds granted by the Foundation, and the Grantee shall provide all necessary assistance in connection therewith.

4. REPORTS

Narrative and financial reports shall be furnished by the Grantee to the Foundation at six months after the start date and at the end of the Grant period or upon expiration, repayment or termination of the Grant (pursuant to Section 9 hereof). Such reports shall be furnished to the Foundation within a reasonable period of time after the close of the Grantee's annual accounting period. The narrative report shall include a report on the progress made by the Grantee towards achieving the Grant purposes and any problems or obstacles encountered in the effort to achieve the program purposes. The financial report shall show actual expenditures reported as of the date of the report against the approved line item budget. Such reports shall be retained in the Grantee's files for a period of not less than seven (7) years after expiration of the total Grant period.

The Foundation may, at its expense, monitor and conduct an evaluation of operations under the Grant, which may include visits by representatives of the Foundation to observe the Grantee's program procedures and operations and to discuss and offer recommendations for the program with the Grantee's personnel.

5. COPYRIGHT AND FOUNDATION USE OF DATA

All copyright interests in materials produced as a result of this Grant are owned by the Grantee. The Grantee hereby grants to the Foundation a nonexclusive, irrevocable, perpetual, royalty-free license to reproduce, publish, copy, alter, or otherwise use and to license others to use any and all such materials, including any and all data collected in connection with the Grant in any and all forms in which said data are fixed.

The Foundation reserves the right to receive a copy of all data sets developed by the Grantee related to the Grant and obtain copies of relevant codebooks related to the Grant. The Grantee also agrees to provide consultation in interpretation of the data sets that Foundation requests and analyzes.

6. PUBLIC REPORTING

The Foundation does not usually issue press releases on individual grants (it does issue a press release on groups of grants and contracts being awarded); however, should the Foundation elect to do so, it would discuss the press release with the Grantee in advance of dissemination. The Grantee may issue its own press announcement but shall seek prior written approval of the announcement from the Foundation before distribution. In addition, the Grantee will be asked to review and approve a program summary, which will be used by the Foundation to respond to inquiries regarding the Grantee's activities and for other public information purposes. The Foundation may release special reports on Grantee efforts during or following the Grant award period. The Grantee's approval shall not be unreasonably withheld.

The Grantee shall send copies for review to the Foundation of all papers, manuscripts, and other informational materials (collectively, "Informational Materials") that it produces in connection with the project supported by the Foundation, before distributing any such Informational Materials to the public.

All Informational materials produced by the Grantee shall prominently make reference to the fact that (a) the Foundation has provided financial support for the Grantee's project, in whole or in part, as the case may be; and (b) the Grantee's Informational Materials do not necessarily represent the views of the Foundation, Foundation staff, or its Board of Directors.

7. GRANTEE TAX STATUS

The Grantee represents that it is currently either (i) a tax-exempt entity described in Code Section 501(c)(3) or (ii) an organization described in Code Section 170(c)(1) or Section 511(a)(2)(B). The Grantee further covenants and agrees that it shall immediately give written notice to the Foundation if the Grantee ceases to be exempt from federal income taxation as an organization described in Code Section 501(c)(3) or its status as a Code Section 170(c)(1) or Section 511(a)(2)(B) organization materially changes.

8. CERTIFICATION REQUIRED WHEN GRANT MAY BE USED FOR RESEARCH INVOLVING HUMAN SUBJECTS

If the Grant is to be used in whole or in part for research involving human subjects, the Grantee hereby certifies that the Grantee, applying the ethical standards and the criteria for approval of grants set forth in Department of Health and Human Services policy for the protection of human research subjects (45 CFR part 46, as amended from time to time), has determined that the human subjects involved in this Grant will not experience risk over and above that involved in the normal process of care and are likely to benefit from the proposed research program.

An applicant approved for a Grant award from Foundation to support biomedical and behavioral research involving human subject must provide a copy of the applicant's institutional review board approval. If not available, the applicant must document its request for institutional review board approval and the expected date of approval or institutional review board waiver if applicable.

9. GRANT TERMINATION

It is expressly agreed that any use by the Grantee of the Grant proceeds for any purpose other than those specified in Section 1 hereof will immediately terminate the obligation of the Foundation to make further payments under the Grant.

Furthermore, the Foundation, at its sole option, may terminate the Grant at any time by written notice if (i) the Grantee breaches any of the terms and conditions set forth in this Grant Agreement, (ii) the Grantee ceases to be exempt from federal income taxation as an organization described in Code Section 501(c)(3) or its status as a Code Section 170(c)(1) or 511(a)(2)(B) organization materially changes ; (iii) in the Foundation’s sole judgment, the Grantee becomes unable to carry out the purposes of the Grant, or ceases to be an appropriate means of accomplishing the purpose of the Grant; (iv) in the Foundation’s sole judgment, the Grant might (a) jeopardize the Foundations Code Section 501(c)(3) status or (b) result in an excise tax under Chapter 42 of the Code; or (v) the Grant is not used exclusively for the purposes described in Section 1 hereof within fifteen (15) days after the expiration of the time specified in the Grantee’s proposal or any approved extension of said time period.

In the event of termination under this Section, the Foundation shall have the right to require that all Grant amounts paid to the Grantee be repaid to it and that any outstanding Grant amount payable be cancelled.

10. LIMITATION; CHANGES

It is expressly understood that the Foundation by making this Grant has no obligation to provide other or additional support to the Grantee for purposes of this project or any other purposes. Any changes, additions, or deletions to the conditions of the Grant must be made in writing only and must be jointly approved and executed by the Foundation and the Grantee.

11. INDEMNIFICATION

In consideration for the issuance of Grant funds, the Grantee agrees to indemnify, defend and hold the Foundation and its directors, officers, employees, agents, parent company and affiliates harmless from and against all allegations, claims, actions, suits, demands, damages, liabilities, obligations, losses, settlements, judgments, costs and expenses (including without limitation reasonable attorneys’ fees and costs) which arise out of or relate to the Grant, or result from any act or omission of Grantee arising from projects funded through or related to the Grant to the extent permitted by Idaho law.

NOW THEREFORE, the parties have read, understand and accept the terms and conditions stated in this Grant agreement. The individuals signing this Grant agreement represent and warrant that they are duly authorized to be bound by its terms. The parties do hereby execute this Grant agreement effective on the date that the BCI Foundation signs the Grant agreement.

Grantee: City of Emmett

Blue Cross of Idaho Foundation for Health, Inc.

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Effective Date: _____



CITY OF EMMETT
Building & Public Works
Department
601 E. 3rd Street

Building & Public Works
Department

Brian Sullivan:
bsullivan@cityofemmett.org
Clint Seamons
cseamons@cityofemmett.org
Ph: (208) 365-9569

Mayor and City Council,

The acting agent for Wolff Minor Subdivision, Fred Jones, is requesting a waiver to Emmett Subdivision Ordinance 10-4-2, curb, gutter, sidewalks, and storm drainage facilities for a 2-lot subdivision with approximately 270 foot of road frontage. The property is approximately 1.70 miles from city limits, and is located in the NE ¼ of the SE ¼ of Section 4, T. 6 N, R. 1 W., B.M., Gem County, Idaho. The property is a portion of Block 3 of Hill Subdivision, on the south side of Waterwheel across from Connelly Minor Subdivision and Jordan Lane Minor which received waivers for the same improvements in 2020. The property lies within the current Emmett Area of City Impact. Emmett City Ordinance O2007-15 allows these improvements to be waived if approved by Emmett City Council prior to any application being submitted to Gem County.

Staff determined there is no benefit to the City or County to have these improvements installed. There is no engineering or design criteria to follow for these roadway improvements, which in turn would most likely cause the improvements to be removed at a later date. The City of Emmett has waived the same improvements for similar minor subdivisions which were also in the Area of City Impact.

City of Emmett Staff is in favor of waiving the requirements for the installation of curb, gutter, sidewalk, storm drainage and pavement widening. Gem County has an adopted Capital Improvement Plan associated with building permits for the roadways in Gem County. This plan will still be in effect per building lot as outlined in the plan.

Attached is a copy of the request and plat map of the property

Recommended Motion:

I make a motion recommending waiving the requirements for the installation of curb, gutter, sidewalk, storm drainage and pavement widening for lots 1-2 of Wolff Minor Subdivision to Gem County.

Brian Sullivan

A handwritten signature in black ink, appearing to read "Brian Sullivan".

City of Emmett

Building Official

Zoning Administrator



Sawtooth Land Surveying, LLC

P: (208) 398-8104 F: (208) 398-8105
2030 S. Washington Ave., Emmett, ID 83617

LETTER OF INTENT FOR WAIVER

December 20, 2021

TO: City of Emmett Planning and Zoning
To whom it may concern:

RE: Wolff Subdivision Minor Plat waiver request.

On behalf of David Wolff, we are pleased to submit this Letter of Intent and attached applications and supporting documents for the Minor Plat of Wolff Subdivision and are requesting a waiver request.

Wolff Subdivision is comprised of approximately 5.12 acres and is located south of and fronts on Waterwheel Rd., east corner of Jordan Ln. and west of N. Plaza Rd. Details on the existing individual property comprising the project is as follows:

| <u>Address</u> | <u>Parcel Number</u> | <u>Acreage</u> |
|---------------------|----------------------|----------------|
| 2929 Waterwheel Rd. | RP06N01W047248 | 5.12 |

This property is within Gem County and in the City of Emmet impact area and carries the R2 zoning designation. The attached preliminary plat offers 2 lots. Lot 1 has an existing home and lots 1 and 2 will take direct access from Waterwheel Rd via a shared driveway approach.

The lot sizes are as follows: Lot 1, 1.19 acres more or less and Lot 2 3.94 acres more or less.

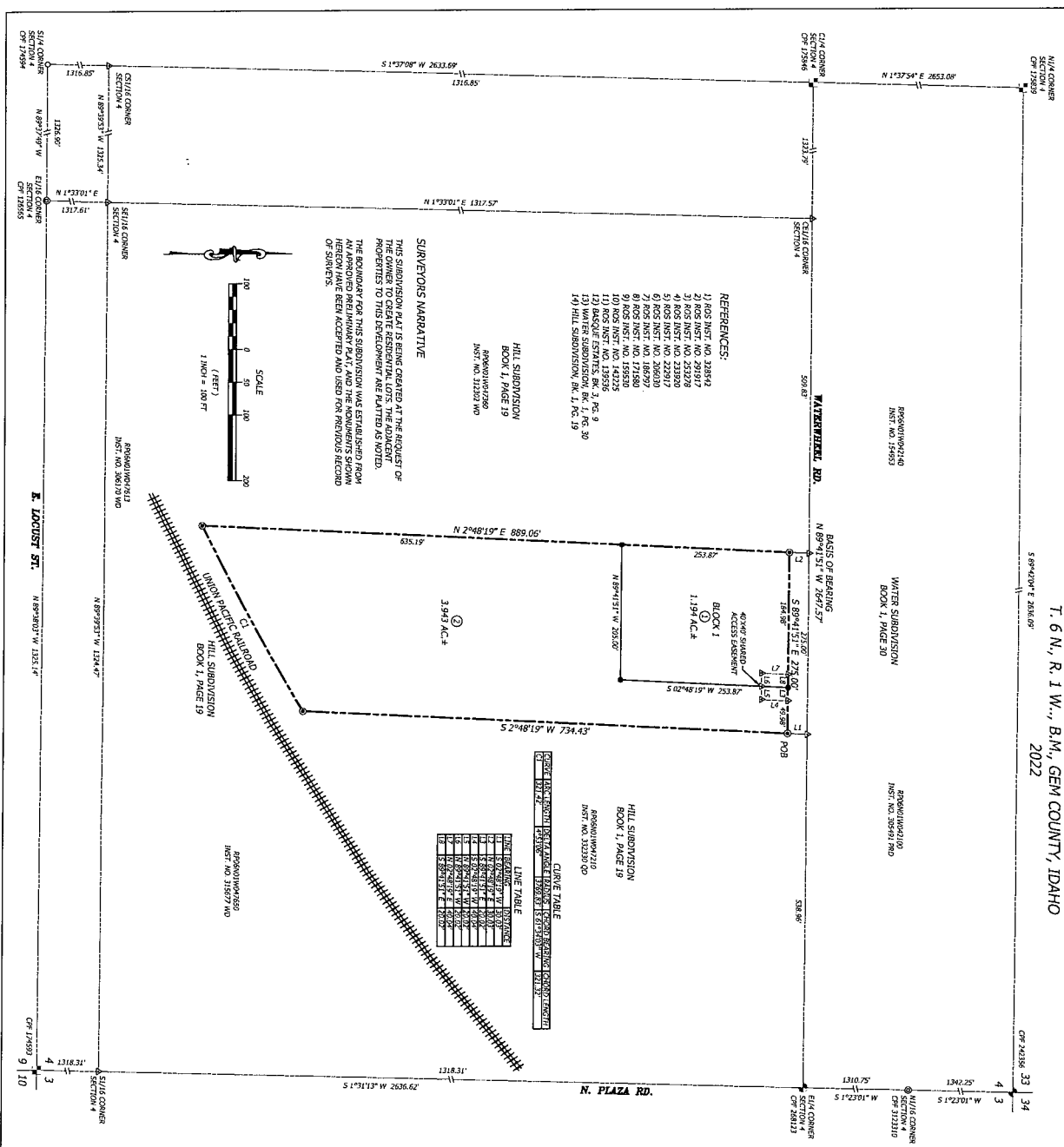
The area in which the proposed development is located contains no curb, gutter and sidewalk and we are requesting a waiver for curb gutter and sidewalk.

Please contact us should you have any questions or if we can be of any assistance with your processing of these applications.

Sincerely,
Subdivision Project Manager.

Fred Jones,
Sawtooth Land Surveying, LLC

WOLF SUBDIVISION MIN 22-XXX
A PORTION OF PLOCC 3 OF HILL SUBDIVISION BK. 1, PG. 19
LOCATED IN THE NE1/4 OF THE SE1/4 OF SECTION 4,
T. 6 N., R. 1 W., B.M., GEM COUNTY, IDAHO
2022



OWNERS: CHRISTOPHER GASKILL AND CHAWNEE GASKILL DAVID WOLFE

2030 S. WASHINGTON AVE.
 EMMETT, ID 83617
 (208) 398-8104
 FAX (208) 398-8105

SAWTOOTH
 Land Surveying, LLC
 WWW.SAWTOOTHLS.COM

DATE: 11/20/21
 DRAWN BY: WJ
 CHECKED BY: JBS
 SHEET: 1 OF 3

PROFESSIONAL LAND SURVEYOR
 STATE OF IDAHO
 13992
 JOSEPH B. SAUNDERS

NOTES:

1. THE EXISTING ZONING OF THIS SUBDIVISION IS R2.
2. PER I.C. 31-3805 THIS PLAT IS WITHIN THE EMMETT IRRIGATION DISTRICT, AND THE LOTS AS SHOWN HEREON ARE SUBJECT TO ASSESSMENTS FROM THE EMMETT IRRIGATION DISTRICT AND ARE ELIGIBLE TO RECEIVE WATER FROM THE EMMETT IRRIGATION DISTRICT.
3. ANY FUTURE BUILDING SETBACKS SHALL BE IN ACCORDANCE WITH THE GEM COUNTY ZONING ORDINANCES AND ANY APPLICABLE ORDINANCES OF THE COUNTY, AND OR REQUIRED, OR AS SHOWN ON THIS PLAT.
4. THIS DEVELOPMENT RECOGNIZES SECTION 22-4033 OF THE IDAHO CODE, AGRICULTURAL FACILITY OR EXPANSION THEREOF SHALL BE OR CREATE A FACILITY OR EXPANSION THEREOF THAT IS NECESSARY FOR THE OPERATION OF AN AGRICULTURAL FACILITY OR EXPANSION THEREOF. THE PROVISIONS OF THIS SECTION SHALL NOT APPLY WHEN A FACILITY OR EXPANSION OF AN AGRICULTURAL FACILITY OR EXPANSION THEREOF IS AGRICULTURAL OPERATION, INDUSTRIAL FACILITY OR EXPANSION THEREOF.
5. ANY FUTURE STRUCTURES BUILT WITHIN THE SUBDIVISION SHOWN HEREON SHALL REMAIN OUTSIDE ANY PUBLIC UTILITY, DRAINAGE AND IRRIGATION EASEMENTS, AND SHALL MEET ALL REQUIRED GEM COUNTY BUILDING SETBACKS.
6. THERE IS A 10 FOOT WIDE PUBLIC UTILITY, IRRIGATION AND DRAINAGE EASEMENT ADJACENT TO ALL BOUNDARY AND LOT LINES WITHIN THIS SUBDIVISION.



CITY OF EMMETT
Building & Public Works
Department
601 E. 3rd Street

Building & Public Works
Department

Brian Sullivan:
bsullivan@cityofemmett.org
Clint Seamons
cseamons@cityofemmett.org
Ph: (208) 365-9569

Mayor and City Council,

The acting agent for Sharp Minor Subdivision, Steven Payne, is requesting a waiver to Emmett Subdivision Ordinance 10-4-2, curb, gutter, sidewalks, and storm drainage facilities for a 3-lot subdivision with approximately 660 foot of road frontage. The property is approximately 1.70 miles from city limits, and is located in the SE ¼ of the NE ¼ of Section 4, T. 6 N, R. 1 W., B.M., Gem County, Idaho. The property is a parcel on the north side of Waterwheel and east of Connelly Minor and Jordan Lane Minor, which received waivers for the same improvements in 2020, and across from the proposed Wolff Minor Subdivision, which has applied for a waiver of the same improvements. The property lies within the current Emmett Area of City Impact. Emmett City Ordinance O2007-15 allows these improvements to be waived if approved by Emmett City Council prior to any application being submitted to Gem County.

Staff determined there is no benefit to the City or County to have these improvements installed. There is no engineering or design criteria to follow for these roadway improvements, which in turn would most likely cause the improvements to be removed at a later date. The City of Emmett has waived the same improvements for similar minor subdivisions which were also in the Area of City Impact.

City of Emmett Staff is in favor of waiving the requirements for the installation of curb, gutter, sidewalk, storm drainage and pavement widening. Gem County has an adopted Capital Improvement Plan associated with building permits for the roadways in Gem County. This plan will still be in effect per building lot as outlined in the plan.

Attached is a copy of the request and plat map of the property

Recommended Motion:

I make a motion recommending waiving the requirements for the installation of curb, gutter, sidewalk, storm drainage and pavement widening for lots 1-3 of Sharp Minor Subdivision to Gem County.

Brian Sullivan

A handwritten signature in black ink, appearing to read "Brian Sullivan", written over a horizontal line.

City of Emmett

Building Official

Zoning Administrator

Emmett City Infrastructure Waiver

January 13, 2022

To whom it may concern:

I am requesting a waiver to not be required to have sidewalk, curb, and gutter constructed in the Sharp minor subdivision. It is located off of 2888 waterwheel road. There is currently no sidewalk along waterwheel road or any stormwater drainage to my knowledge. Our road has been approved for an approach to be paved for 40 feet into the access road after that it will be gravel top which would not require a sidewalk and gutter.

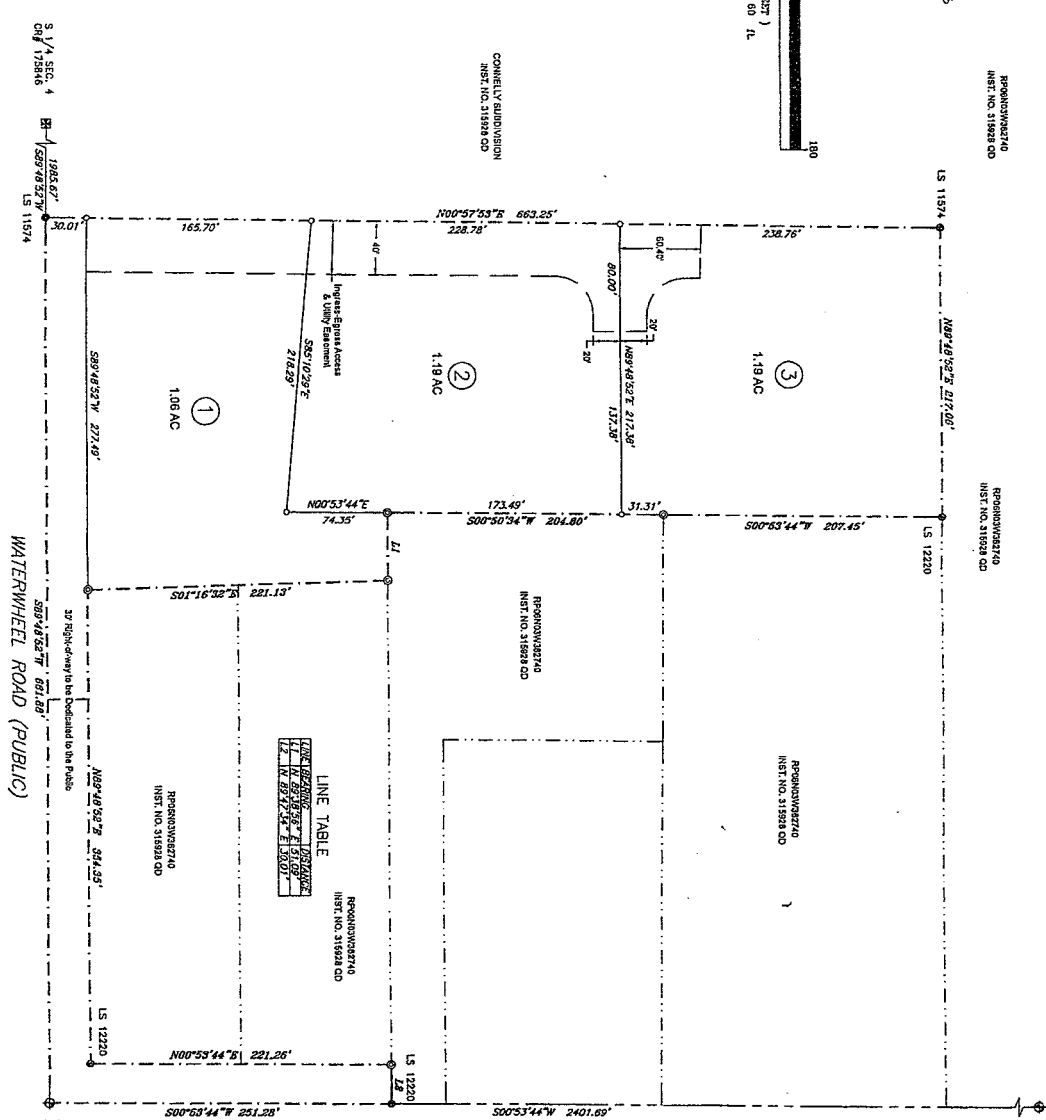
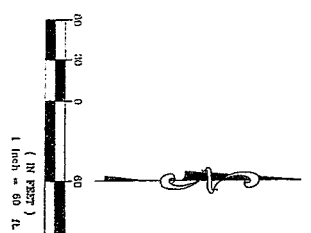
Thank you

Steven Payne

SHARP MINOR SUBDIVISION MIN-21-

LOCATED IN THE SE 1/4 OF THE NE 1/4 OF SECTION 4, T. 6 N., R. 1 W., B.M., GEM COUNTY, IDAHO 2021

BOOK _____ PAGE _____



LINE TABLE

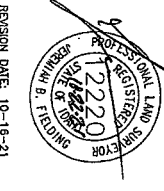
| LINE | BEARING | DISTANCE | AREA |
|------|-----------------|----------|---------|
| 1 | N 89° 48' 52" E | 661.86' | 1.06 AC |
| 2 | N 00° 53' 44" E | 221.26' | 1.19 AC |
| 3 | N 00° 53' 44" E | 221.26' | 1.19 AC |

- NOTES**
- MINIMUM BUILDING SETBACKS SHALL BE IN ACCORDANCE WITH THE ZONING APPLICABLE ZONING AND SUBDIVISION REGULATIONS AS APPLICABLE AND/OR REQUIRED, OR AS SHOWN ON THIS PLAN.
 - ANY RE-SUBDIVISION OF THIS PLAT SHALL COMPLY WITH THE APPLICABLE REGULATIONS IN EFFECT AT THE TIME OF THE RE-SUBDIVISION. THIS PARCEL IS ZONED AS A-2 RURAL TRANSDOMINANCE ABBREVIATION.
 - THIS DEVELOPMENT RECEIVES SECTION 22-4503 OF THE DAWD CODE RIGHT TO FARM ACT. THIS ZONING IS AGRICULTURAL OR FORESTRY. THE SUBDIVISION PROVIDES FOR AGRICULTURAL ACTIVITIES AFTER IT HAS BEEN IN FULL COMPLIANCE WITH ALL APPLICABLE REGULATIONS. THE USE OF THIS SECTION OR WAS CONSTRUCTED FROM THE PROVISIONS OF THIS SECTION SHALL NOT APPLY WHEN A MINOR RE-SUBDIVISION OF THIS SECTION IS MADE FOR THE PURPOSE OF DEVELOPING AN AGRICULTURAL OPERATION.
 - PER I.C. 31-5306, THIS PLAN IS WITHIN THE SUBJECT RESOLUTION DISTRICT. THE SUBJECT RESOLUTION DISTRICT WILL BE ENFORCED BY THE EMULY RESOLUTION DISTRICT AND ARE ELIGIBLE TO RECEIVE WATER FROM THE EMULY RESOLUTION DISTRICT.
 - PER DAWD CODE 50-133 EACH LOT WILL BE SERVED BY INDIVIDUAL WELLS AND PER DAWD CODE 50-128 EACH LOT WILL BE SERVED BY INDIVIDUAL SEPTIC SYSTEMS.
 - A 10' FOOT UTILITY AND DRAINAGE EASEMENT WILL BE LOCATED ALONG THE BOUNDARY BETWEEN LOTS 2 AND 3. THIS EASEMENT WILL BE SERVED BY ALL INTERIOR LOT LINES UNLESS OTHERWISE INDICATED.

- LEGEND**
- Found Brass Cop
 - Found Aluminum Cop
 - Found 1/2" rebar. Rebar with 5/8" rebar with plastic cap labeled "PLS 12220"
 - Found 1/2" rebar with plastic cap labeled "PLS 12220"
 - Found 5/8" rebar
 - Lot Number
 - Record Distance
 - Point of Beginning
 - Boundary Line
 - Easement Line
 - Section Line
 - Lot Line
 - Property Line

SURVEYOR NARRATIVE:

- THE BOUNDARY OF THIS SUBDIVISION WAS ESTABLISHED BY RECORD OF SURVEY NO. 20221, A FOUND ALL THE PROPERTY CORNERS FOR RECORD OF SURVEY NO. 336940 AROUND THE WEST, SOUTH, NORTH, AND EAST BOUNDARIES.
- THIS PLAT WAS DONE AT THE REQUEST OF KENNETH R. SHARP TO SUBDIVIDE THIS PROPERTY INTO THREE RESIDENTIAL LOTS.



OWNER/DEVELOPER:
KENNETH R. SHARP
2888 WATERWHEEL ROAD
EMMETT, ID. 83617

EAGLE LAND SURVEYING, LLC
108 W. MAIN ST. SUITE 2, AMORETOWN, ID 83414
(208) 861-5212, 202200@eaglesurvey.com

| DATE | BY | REVISION | DESCRIPTION |
|----------|---------|----------|-------------|
| 12-18-24 | PRO/SAC | 21-020 | 1 |
| 07-20-24 | PRO/SAC | 21-020 | 3 |

REVISION DATE: 10-16-21

City's Strategic Pillars

1/25/2022

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With adequate infrastructure for growth

Building/Zoning Department Goal

- Educate staff to obtain intimate knowledge of building and zoning codes. 45%
- Update outdated city ordinances, implement new ordinance-----70% zoning and building only.
- Obtain accessibility inspector certification-----40%
- Comprehensive Plan overhaul and revision----- 20%
- Digitalize and organize all building and zoning files and plans-----16%

Accomplishments since last report

1. Permits, November: New house = 1, Foundation Only =, Commercial = 1, Duplex =, Apartment = - Hangars = Manufactured Home = 2, Fees Collected: \$ 7,435.35
2. Reviewing house plans and zoning applications
3. Started preliminary work on updating our zoning map
4. Continued work with Logan Simpson for the comprehensive plan
5. Review Impact fee ordinances and Intergovernmental Agreement to collect impact fees for EMS
6. Drafted Area of City Impact map for proposed new boundaries, met with County Zoning Staff and County Commissioners to discuss proposed boundary change
7. Manufactured housing setup and installation continuing education class
8. Plan review for WASCO 2nd building on Judo Lane
9. Plan Review for Jimmy Johns
10. SUP, 510 S. Washington, residence in a commercial zone, 1-10-22 Zoning Commission APPROVED
11. Variance, 911 E. Locust, 1-10-22 Zoning Commission APPROVED
12. Administrative lot split, 1117 S. Commercial, waiting on applicant to pay property taxes APPROVED
13. Re-zone 919 S. Wardwell, Ordinance with Council, 1-11-22 APPROVED AND PUBLISHED

Plan for next 30 days

14. Daily operations, plan reviews, contractor talks, developer talks, etc.
15. Updates to Title 7, water and sewer, city code.
16. Prepare a workshop for zoning commission members to discuss lot sizes in the community
17. Zoning Applications:
 - Annexation 1050 Cascade Road, Ordinance with Council, 1-11-22
 - Work on drafting development agreement for 1909 E. 12th
 - Payette River Estates annexation and preliminary plat, 69 lots, West of Twin Buttes, public hearing with Council 11-9-21, waiting on TIS, should be delivered this week, will re-notice public hearing for January 11, 2022.
 - Administrative lot split, 333 E. 12th, waiting on mylar
 - Minor Subdivision, 2020 S. Johns, 4 lots, administrative review then to Council for final decision
 - Payette River Orchards Sub. phase 4 and 5 Final Plat.
 - Skyhawk construction plans resubmittal review

Training (see attached)

This report does NOT contain any data required by ordinance or statute...that is covered in a separate report

City's Strategic Pillars
01/19/22

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With adequate infrastructure for growth

Clerk's Goals this Budget Year

- Increase ACH (Direct Pay) 10% from prior year
- Update All Application Forms/ On-line Access /Submission On-line
- Digitalize Resolutions and Legal Documents
- ADA Compliance Updates to City Hall – modify walk up payment window-customer friendly

Expenditures requiring authorization / purpose of expenditure - none

Training

Accomplishments since last report

- ACH (Direct Pay) customers 572 in January 2022 – 17% of total accounts
- Transition completed on Codifiers from American Legal to MuniCode and updated on website
- Submitted State of Idaho Annual Road and Street Report – Confirmed and Accepted
- Completed Black Mountain training on W-2 Process, received W-2 forms
- Prepared 2021 1095 forms for insurance plan to include with W-2's
- Reconciled Bank Statements through December 2021
- Set up new LGIP accounts in accounting for ARPA fund reporting
- Submitted Annual Survey of Local Government Finance Report – confirmed and accepted
- Meeting with Star City Clerk to discuss Impact Fee recording process

Plan for next 30 days

- Prepare and send out 2021 employee W-2 forms
- Meet with City Clerk of Caldwell to discuss impact fee processes and report findings to the directors
- Train Utility Clerk on Accounts Payables 80% complete
- Interview and hire part time payment clerk
- Scan Minute Book updates to archives file
- Update Ordinance and Resolution Logs
- Scheduled records retention and destruction for March
- Review and update ICRMP Asset List for insurance coverage
- Prepare 2021 Annual Survey of Local Government Finance Report
- Schedule training session with Nampa on Impact Fee financial reporting
- Update/modify walk up customer window for easier access

City's Strategic Pillars

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
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Emmett Fire Department Goals this Budget Year (with percentage of completion to date)

- Work to provide a training area to include a burn building where class A materials can be burnt and provide a constant, realistic and rigorous training program (50% of completion)
- Provide all equipment necessary to allow for daily mission execution while meeting operational goals. **(70% of completion)**
- Implement a community based risk program that educates so that in each iteration high standards will be enforced, thus making our community safer. (50% of completion)
- Provide a positive work environment thus keeping well-trained and motivated firefighters for at least five year tours. (78% of completion)

Expenditures requiring authorization from higher and purpose of expenditure

No less than Top Ten Accomplishments since last

- EMS license submitted, resubmitted new response area
- EFD Christmas party executed
- New online learning platform signed up for
- Chamber meeting Cherry Festival,
- Submitted a FEMA request a responded to follow up questions
- Installed 2 car seats
- Prepped for EMS inspection
- Inspected Emmett Psychiatric
- Drove Santa through Emmett 4 Glorious Nights
- Helped serve Pizza a Carberry Elementary
- Delivered Santa through Emmett 4 nights
- Smoke detectors 5 batteries changed 5 smokes replaced 2 homes
- AFG submitted
- FEMA Information submitted
- Assisted with Christmas Dinner at senior center

Plan for next 30 days

- ~~Get AFG Grant submitted~~
- Insulate Hazmat trailer
- Meet with Boise Fire
- ~~FD strategic plan for growth~~

Training (See Attached)

City's Strategic Pillars 1/25/2022 @ LIBRARY

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With adequate infrastructure for growth

Mission: Emmett Public Library is the heart of the community! Serving as a resource for information, education and recreation, as well as a place to meet, gather and learn.

Library Goals this Budget Year (with percentage of completion to date, (FY 21-222)

- “Balancing of Efficiencies” with patron services and library usage (Growth); by collaborating with other community entities that support the library’s mission of 2021-2022, partnerships that help the library as it stretches to serve a growing community.
- Library will implement a software to recover patron’s fines, pending LYNX start-up; expand delivery of learning opportunities through in-house & outreach programs.
- Library will develop Adult/Senior support services for Senior Living businesses, resources to enhance “A Place For Seniors To Age & Stay”
- Develop grant/gift programs as well as in-kind contributions, providing no less than \$50,000 a year towards budget. **To date: Donations=\$0.00 + Grants=\$10,000.00, In-Kind Donations=\$0.00**

Expenditures requiring authorization from higher and purpose of expenditure- None at this time

Yearly Training list-

No less than Top Ten Accomplishments since last report

- First Books Grant awarded FY21-22, distribution is a monthly drop off at Head Start of 50 books.
- December Make & Mingle adult and teen event (40+ enjoyed make and takes)
- Idaho Humanities Foundation Grant \$10,000 approved and received!!!!
- Annual State Library Report completed/submitted

NEXT 30 DAYS

Idaho Teen Reading Challenge (Nov-March)

Conference Rm Coffee Club – First Wednesday 10-11am, Jan (14 attended)-March

March 5th Dr. Suess community Strut planning

Meetings with vendors about smart locker project at library

Planning Book Tasting Fundraiser April 9th

This report does NOT contain any data required by ordinance or statute...that is covered in a separate report.

City's Strategic Pillars

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
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Police Department Goals this Budget Year (with percentage of completion to date)

- Retain 100% of Patrol Officers and Patrol Sgts. for no less than 3 years. **(62% of Completion)**
- Proactively make residences and businesses along 1/5 of the main arterials in the city at least 80% ordinance compliant each year, in addition to reacting to citizen complaints; new arterials will be targeted each year (2020 4th Street). (20%)
- Update our reserve program with the newest policies and procedures directed by Idaho P.O.S.T. and double the number of officers. **(as of 1-10-22 hiring focus is on filling full time openings)**
- Updating **(99% complete)** and implementing **(36% completed)** a complete standardized protocols and policies manual utilizing current industry practices. This is a partnership with Lexipol that has been recognized in risk management for law enforcement.

Expenditures requiring authorization from higher and purpose of expenditure

Training Last 30 days

See attached

- Officer Hall began POST on the 10th of January.
- Hall and Roehr are setting guidelines for how long they have to give before citations are issued with certain ordinances. This has been forwarded to the prosecutor for his review.
- Officer Woodrum has resigned and has retired from law enforcement.
- School board has accepted new terminology for lockdowns. Talked to Lt. Harper on Nov. 5th about having him come and present to all school admins in the future.
- All of our officers attended a hostage negotiation training that was hosted by GCSO in the months of NOV. and DEC.
- Will be scheduling a meeting with county and IT to install E-citation in September. IT from County and City have met with state just waiting on county to install printers in their patrol cars. County has installed printers and IT has started installing and testing software.
- As of 1-10-22 we have 4 officers in backgrounds for three positions.
- Rifle upgrades have been completed. Paper work being sent to ATF. Waiting on Paper work for last 2.
- Will be hosting an E-impact training/crash report training in January.
- Sending to PD staff members to CISM training in December. This has been completed.
- Researching year long grant that could fund a traffic officer through ITD.

Plan for next 30 days

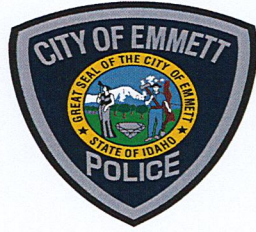
- Implementation of new lockdown procedure.
- Police Department join social media platform.
- Get officers trained in ABLE (Active Bystandership for Law Enforcement project).
- Installment of e-citation.
- Look into obtaining grants for the purchase of digital speed limit signs.
- Look into grants for an additional officer (traffic enforcement).
- Research the possibility of increasing our wages for our officers.
- Working on improving Alert sense with dispatch and process for reporting of missing children. Need to meet with Sherriff Wonder to set guidelines.
- Remodel will be done by the assistance of public works. Get estimates for replacement of wall, replacement of carpet and repaint PD. Have a sketch of remodel and will be getting it to public works.
- Working with public works and county roads on getting the speed limit to be 25 on 12th street to the east of Washington.



CITY ORDINANCE December Report

| | NEW | RESOLVED | OUTSTANDING |
|-----------------------------|-----|----------|-------------|
| Junk / Abandoned Vehicles | 2 | 5 | 16 |
| Parking Violations | 1 | 0 | 11 |
| Prohibited Accumulations | 0 | 0 | 8 |
| Sidewalk Obstruction | 7 | 8 | 1 |
| Weeds/Trees | 0 | 1 | 3 |
| Animals Present / No permit | 10 | 12 | 3 |
| *Misc. Other | 5 | 5 | 0 |
| | | | |
| Citizen Complaint | 8 | | |
| Officer Initiated | 41 | | |

*Description of Misc Other -



EMMETT POLICE DEPARTMENT

December Patrol Statistics

| | TOTAL |
|-------------------------|-------|
| Felony Arrests - Male | 3 |
| Felony Arrests - Female | 1 |
| | |
| Misd. Arrests - Male | 19 |
| Misd. Arrests - Female | 12 |
| | |
| Traffic Stops | 135 |
| Infraction Cite | 17 |
| | |
| Dispatched Calls | 339 |
| Officer Initiated | 157 |
| Reports | 113 |
| | |
| Dogs Taken to Pound | 3 |
| | |
| Ordinance Calls | 51 |

Community Involvement

Served Pizza, with other local first responders, to students at Carberry Elementary who excelled in their schools fund raiser.

Our officers and Gem County Deputies held the COPS and Shoppers program at the local Bi-Mart.

Assisted with the Lighted Horse Parade at the local assisted living facilities.

Attended a TIPS Training that was held locally for Bartenders within the city limits.

Participated in the Santa Run.

Patrol Officers participated in a ITD Impaired Mobilization over the holidays.

Assisted with escort of Cherry for the Cherry Rise.

| Nature | Reported |
|-----------------|-------------------|
| Suicide Attempt | 06:39:52 12/01/21 |
| Suspicious | 07:01:13 12/01/21 |
| Suspicious | 07:18:35 12/01/21 |
| Parking Problem | 08:06:42 12/01/21 |
| Stray Dog | 09:11:07 12/01/21 |
| Disturb Peace | 11:07:06 12/01/21 |
| Mental Issue | 11:43:36 12/01/21 |
| Mental Hold | 12:13:34 12/01/21 |
| Alarm Bus | 12:35:13 12/01/21 |
| Runaway | 13:15:17 12/01/21 |
| Sex Offense | 14:49:15 12/01/21 |
| Medical | 15:41:15 12/01/21 |
| Burglary Veh | 16:52:53 12/01/21 |
| Fire Gas Leak | 18:22:15 12/01/21 |
| Suspicious | 19:55:14 12/01/21 |
| Runaway | 20:05:25 12/01/21 |
| Suspicious | 23:06:07 12/01/21 |
| Accident PD | 09:14:05 12/02/21 |
| Ord Viol EPD | 11:50:11 12/02/21 |
| Ord Viol EPD | 12:09:58 12/02/21 |
| Ord Viol EPD | 12:20:58 12/02/21 |
| Ord Viol EPD | 12:32:51 12/02/21 |
| Ord Viol EPD | 12:54:56 12/02/21 |
| Ord Viol EPD | 13:01:31 12/02/21 |
| Animal Cmplnt | 13:13:56 12/02/21 |
| Ord Viol EPD | 13:14:47 12/02/21 |
| Alarm Medical | 14:03:33 12/02/21 |
| Mental Issue | 14:22:29 12/02/21 |
| Property Damage | 14:29:22 12/02/21 |
| Property Damage | 14:49:18 12/02/21 |
| Traffic Stop | 16:00:08 12/02/21 |
| Runaway | 19:48:14 12/02/21 |
| CPO NCO Viol | 20:46:56 12/02/21 |
| Traffic Stop | 21:28:24 12/02/21 |
| Welfare Check | 22:20:47 12/02/21 |
| Accident PD | 07:16:43 12/03/21 |
| Missing Person | 08:35:45 12/03/21 |
| Parking Problem | 09:23:00 12/03/21 |
| Parking Problem | 09:44:08 12/03/21 |
| Juvenile Prob | 10:58:49 12/03/21 |
| Medical | 11:50:36 12/03/21 |
| Medical | 12:04:18 12/03/21 |
| Animal Cruelty | 12:35:51 12/03/21 |
| Threats | 13:10:34 12/03/21 |

| | |
|-----------------|-------------------|
| Accident HR | 13:42:13 12/03/21 |
| Animal Cmplnt | 14:42:03 12/03/21 |
| Traffic Compl | 18:23:52 12/03/21 |
| Found Property | 18:57:21 12/03/21 |
| Traffic Stop | 19:04:26 12/03/21 |
| Traffic Stop | 19:53:19 12/03/21 |
| Medical | 20:54:55 12/03/21 |
| Suspicious | 22:04:30 12/03/21 |
| Welfare Check | 22:10:07 12/03/21 |
| Disturb Peace | 01:54:54 12/04/21 |
| Domestic | 07:57:13 12/04/21 |
| Harassment | 10:23:45 12/04/21 |
| Domestic | 11:38:21 12/04/21 |
| 911 AHM | 12:16:50 12/04/21 |
| Ord Viol EPD | 13:28:08 12/04/21 |
| Ord Viol EPD | 13:42:39 12/04/21 |
| Traffic Stop | 17:10:21 12/04/21 |
| Traffic Stop | 17:26:14 12/04/21 |
| Traffic Stop | 18:07:25 12/04/21 |
| Traffic Stop | 19:24:26 12/04/21 |
| Unwanted Subj | 20:54:25 12/04/21 |
| Medical | 03:22:39 12/05/21 |
| Domestic | 04:02:16 12/05/21 |
| Medical | 04:13:49 12/05/21 |
| Medical | 05:06:29 12/05/21 |
| Parking Problem | 08:15:50 12/05/21 |
| Information | 11:33:12 12/05/21 |
| Livestock Other | 12:13:06 12/05/21 |
| Domestic | 12:33:47 12/05/21 |
| Drugs PCS | 13:25:28 12/05/21 |
| Open Door | 14:44:52 12/05/21 |
| Parking Problem | 14:47:32 12/05/21 |
| Traffic Stop | 19:22:09 12/05/21 |
| Warrant Search | 21:04:12 12/05/21 |
| Suspicious | 22:07:31 12/05/21 |
| ABANDONED VEH | 23:03:50 12/05/21 |
| Traffic Stop | 07:38:43 12/06/21 |
| Parking Problem | 07:51:50 12/06/21 |
| Traffic Stop | 08:23:21 12/06/21 |
| ABANDONED VEH | 08:25:32 12/06/21 |
| Harassment | 08:52:49 12/06/21 |
| Harassment | 11:45:17 12/06/21 |
| Harassment | 11:55:49 12/06/21 |
| Found Property | 12:12:42 12/06/21 |
| Fraud | 13:39:32 12/06/21 |

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|-----------------|-------------------|
| Traffic Stop | 14:43:35 12/06/21 |
| 911 AHM | 15:56:04 12/06/21 |
| Property Damage | 16:57:39 12/06/21 |
| Search Warrant | 17:56:54 12/06/21 |
| Mental Issue | 18:26:05 12/06/21 |
| Traffic Stop | 21:41:22 12/06/21 |
| Trespassing | 21:42:33 12/06/21 |
| Accident PD | 06:47:41 12/07/21 |
| Medical | 09:36:47 12/07/21 |
| Traffic Stop | 11:05:05 12/07/21 |
| Civil Compl | 12:14:11 12/07/21 |
| Accident PD | 14:30:50 12/07/21 |
| Public Assist | 14:58:59 12/07/21 |
| Public Assist | 15:20:38 12/07/21 |
| ABANDONED VEH | 16:19:36 12/07/21 |
| Public Assist | 16:24:11 12/07/21 |
| Agency Assist | 17:47:18 12/07/21 |
| Traffic Compl | 18:42:19 12/07/21 |
| Traffic Stop | 19:41:28 12/07/21 |
| Traffic Stop | 08:44:37 12/08/21 |
| 911 AHM | 09:15:10 12/08/21 |
| Welfare Check | 09:51:38 12/08/21 |
| Agency Assist | 10:59:41 12/08/21 |
| Agency Assist | 11:33:24 12/08/21 |
| Traffic Compl | 11:59:27 12/08/21 |
| Medical | 13:22:18 12/08/21 |
| Harassment | 13:46:08 12/08/21 |
| Stray Dog | 13:51:13 12/08/21 |
| Drugs PCS | 13:56:26 12/08/21 |
| Suspicious | 18:50:18 12/08/21 |
| Traffic Stop | 18:51:07 12/08/21 |
| Traffic Stop | 19:08:50 12/08/21 |
| Traffic Stop | 19:42:34 12/08/21 |
| Traffic Stop | 21:17:35 12/08/21 |
| Battery | 09:37:12 12/09/21 |
| Fraud | 10:24:07 12/09/21 |
| Accident HR | 11:07:58 12/09/21 |
| Suspicious | 12:02:58 12/09/21 |
| Traffic Compl | 15:04:04 12/09/21 |
| Accident PD | 15:04:14 12/09/21 |
| Suicidal Subj | 15:49:05 12/09/21 |
| Disturb Peace | 16:06:16 12/09/21 |
| Property Damage | 17:05:23 12/09/21 |
| Suspicious | 17:45:00 12/09/21 |
| Suspicious | 18:45:00 12/09/21 |

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|-----------------|-------------------|
| Domestic | 18:47:43 12/09/21 |
| Suicidal Subj | 23:19:06 12/09/21 |
| Fraud | 09:46:22 12/10/21 |
| Found Property | 10:25:24 12/10/21 |
| Alarm Bus | 13:28:27 12/10/21 |
| Warrant Arrest | 15:19:51 12/10/21 |
| Civil Compl | 15:36:52 12/10/21 |
| Alarm Fire | 15:47:43 12/10/21 |
| Property Damage | 17:51:08 12/10/21 |
| Suspicious | 19:57:40 12/10/21 |
| Livestock Horse | 03:41:02 12/11/21 |
| Parking Problem | 09:38:32 12/11/21 |
| Suspicious | 11:28:30 12/11/21 |
| Unknown Problem | 14:38:38 12/11/21 |
| Traffic Stop | 16:38:13 12/11/21 |
| Traffic Stop | 17:22:04 12/11/21 |
| Traffic Stop | 17:53:03 12/11/21 |
| Traffic Compl | 17:53:18 12/11/21 |
| Traffic Stop | 18:25:32 12/11/21 |
| Traffic Stop | 18:40:27 12/11/21 |
| Traffic Stop | 21:56:41 12/11/21 |
| Disturb Peace | 22:11:48 12/11/21 |
| Traffic Stop | 00:08:13 12/12/21 |
| Traffic Stop | 01:13:41 12/12/21 |
| Welfare Check | 05:23:41 12/12/21 |
| Medical | 05:29:42 12/12/21 |
| Animal Cmplnt | 10:11:27 12/12/21 |
| Lost Property | 11:05:18 12/12/21 |
| Traffic Stop | 14:07:10 12/12/21 |
| Traffic Stop | 17:23:12 12/12/21 |
| Traffic Stop | 19:34:39 12/12/21 |
| Alarm Bus | 00:12:25 12/13/21 |
| Suspicious | 00:48:11 12/13/21 |
| Harassment | 07:52:59 12/13/21 |
| Traffic Stop | 12:04:29 12/13/21 |
| Disturb Peace | 14:45:35 12/13/21 |
| Harassment | 15:25:02 12/13/21 |
| Runaway | 16:09:12 12/13/21 |
| Warrant Arrest | 16:26:38 12/13/21 |
| Stray Dog | 16:28:11 12/13/21 |
| Traffic Stop | 17:43:03 12/13/21 |
| Traffic Stop | 18:35:11 12/13/21 |
| 911 AHM | 18:55:26 12/13/21 |
| Traffic Stop | 18:57:26 12/13/21 |
| Alarm Bus | 20:24:21 12/13/21 |

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|-----------------|-------------------|
| Juvenile Prob | 20:50:51 12/13/21 |
| Suspicious | 21:00:42 12/13/21 |
| Kidnapping | 00:16:50 12/14/21 |
| Suicidal Subj | 03:10:29 12/14/21 |
| Medical | 05:31:33 12/14/21 |
| Medical | 09:20:41 12/14/21 |
| Traffic Stop | 09:58:44 12/14/21 |
| Traffic Stop | 10:25:07 12/14/21 |
| Parking Problem | 10:45:08 12/14/21 |
| Accident PD | 10:55:38 12/14/21 |
| Medical | 11:31:55 12/14/21 |
| Medical | 15:05:03 12/14/21 |
| Suicide | 15:19:33 12/14/21 |
| Traffic Stop | 19:22:53 12/14/21 |
| Traffic Compl | 19:23:47 12/14/21 |
| Traffic Stop | 20:54:07 12/14/21 |
| Welfare Check | 08:32:02 12/15/21 |
| Welfare Check | 11:31:56 12/15/21 |
| Traffic Stop | 12:06:03 12/15/21 |
| Traffic Stop | 12:15:21 12/15/21 |
| Accident PD | 15:21:53 12/15/21 |
| Alarm Res | 16:08:59 12/15/21 |
| Suspicious | 18:15:25 12/15/21 |
| Traffic Stop | 18:22:15 12/15/21 |
| Traffic Stop | 19:00:28 12/15/21 |
| Traffic Stop | 19:11:31 12/15/21 |
| 911 AHM | 20:24:07 12/15/21 |
| Accident PD | 22:26:23 12/15/21 |
| Accident PD | 22:52:11 12/15/21 |
| Accident PD | 06:28:02 12/16/21 |
| Public Assist | 06:36:59 12/16/21 |
| Warrant Arrest | 08:26:08 12/16/21 |
| Civil Compl | 11:50:52 12/16/21 |
| Medical | 12:20:35 12/16/21 |
| Threats | 13:04:22 12/16/21 |
| Accident PI | 14:10:47 12/16/21 |
| Juvenile Prob | 14:14:37 12/16/21 |
| Traffic Stop | 15:04:03 12/16/21 |
| Traffic Stop | 15:14:51 12/16/21 |
| Theft | 15:50:26 12/16/21 |
| Alarm Bus | 18:58:26 12/16/21 |
| Traffic Stop | 19:06:49 12/16/21 |
| Traffic Stop | 19:46:50 12/16/21 |
| Traffic Stop | 19:48:09 12/16/21 |
| Disturb Peace | 21:52:39 12/16/21 |

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|-----------------|-------------------|
| Domestic | 00:01:20 12/17/21 |
| Medical | 08:37:30 12/17/21 |
| Custodial Int | 09:48:23 12/17/21 |
| Intoxication | 10:06:36 12/17/21 |
| Fraud | 10:16:32 12/17/21 |
| Fraud | 11:06:16 12/17/21 |
| Funeral Escort | 11:42:27 12/17/21 |
| Threats | 13:12:48 12/17/21 |
| Medical | 14:56:53 12/17/21 |
| 911 AHM | 15:52:31 12/17/21 |
| Public Assist | 15:56:20 12/17/21 |
| Harassment | 16:20:37 12/17/21 |
| Disturb Peace | 19:51:09 12/17/21 |
| CPO NCO Viol | 21:42:30 12/17/21 |
| Traffic Stop | 22:18:14 12/17/21 |
| Traffic Stop | 22:56:35 12/17/21 |
| Traffic Stop | 23:04:39 12/17/21 |
| Traffic Stop | 23:12:28 12/17/21 |
| Traffic Stop | 23:44:06 12/17/21 |
| Suicidal Subj | 00:06:22 12/18/21 |
| Traffic Stop | 02:26:55 12/18/21 |
| Traffic Stop | 03:32:23 12/18/21 |
| Suspicious Veh | 07:05:40 12/18/21 |
| Traffic Stop | 08:46:00 12/18/21 |
| Traffic Compl | 14:04:26 12/18/21 |
| Parking Problem | 14:24:55 12/18/21 |
| Accident PD | 16:32:00 12/18/21 |
| Motorist Assist | 18:03:38 12/18/21 |
| Traffic Compl | 18:14:08 12/18/21 |
| Suspicious Veh | 19:32:00 12/18/21 |
| Mental Issue | 22:23:44 12/18/21 |
| Traffic Stop | 23:23:41 12/18/21 |
| Traffic Stop | 23:45:11 12/18/21 |
| Medical | 23:52:13 12/18/21 |
| Traffic Stop | 00:39:46 12/19/21 |
| Traffic Stop | 01:48:45 12/19/21 |
| Mental Issue | 06:32:51 12/19/21 |
| Harassment | 11:26:23 12/19/21 |
| Wanted Person | 11:59:54 12/19/21 |
| Theft | 12:52:08 12/19/21 |
| Threats | 13:10:13 12/19/21 |
| Traffic Stop | 17:51:08 12/19/21 |
| 911 AHM | 18:55:36 12/19/21 |
| Parking Problem | 20:16:11 12/19/21 |
| Animal Cmplnt | 21:25:27 12/19/21 |

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|-----------------|-------------------|
| Burglary Bus | 02:13:56 12/20/21 |
| Public Assist | 08:21:20 12/20/21 |
| Traffic Stop | 09:54:45 12/20/21 |
| ABANDONED VEH | 12:41:51 12/20/21 |
| Welfare Check | 12:50:33 12/20/21 |
| Stray Dog | 13:21:48 12/20/21 |
| Tobacco Viol | 13:58:40 12/20/21 |
| Welfare Check | 16:36:59 12/20/21 |
| Theft | 17:11:58 12/20/21 |
| Public Assist | 17:36:20 12/20/21 |
| Agency Assist | 18:43:23 12/20/21 |
| Traffic Hazard | 20:10:35 12/20/21 |
| Medical | 20:23:47 12/20/21 |
| Traffic Stop | 21:36:22 12/20/21 |
| Medical | 00:51:59 12/21/21 |
| Suspicious Veh | 02:28:36 12/21/21 |
| Alarm Res | 10:08:40 12/21/21 |
| Juvenile Prob | 10:41:02 12/21/21 |
| Civil Compl | 12:03:36 12/21/21 |
| 911 AHM | 13:21:08 12/21/21 |
| CPO NCO Viol | 13:29:24 12/21/21 |
| Burglary Att | 14:15:16 12/21/21 |
| Traffic Stop | 14:53:00 12/21/21 |
| Suicidal Subj | 17:13:55 12/21/21 |
| Sex Offense | 17:51:32 12/21/21 |
| Alarm Bus | 01:04:51 12/22/21 |
| Tobacco Viol | 07:59:32 12/22/21 |
| Traffic Stop | 08:04:03 12/22/21 |
| Public Assist | 10:43:03 12/22/21 |
| Accident HR | 10:47:42 12/22/21 |
| Open Container | 12:17:41 12/22/21 |
| Accident PI | 12:19:55 12/22/21 |
| Alarm Fire | 13:26:15 12/22/21 |
| Welfare Check | 13:27:10 12/22/21 |
| Property Damage | 13:55:49 12/22/21 |
| Medical | 14:55:29 12/22/21 |
| Fraud | 16:25:43 12/22/21 |
| Traffic Stop | 19:08:02 12/22/21 |
| Traffic Stop | 19:13:40 12/22/21 |
| Traffic Stop | 19:51:59 12/22/21 |
| Agency Assist | 20:38:52 12/22/21 |
| Traffic Stop | 09:00:22 12/23/21 |
| Traffic Stop | 09:10:07 12/23/21 |
| Traffic Stop | 09:14:27 12/23/21 |
| ABANDONED VEH | 10:45:50 12/23/21 |

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|----------------|-------------------|
| Accident PD | 13:00:05 12/23/21 |
| Traffic Stop | 14:59:16 12/23/21 |
| Traffic Stop | 15:42:42 12/23/21 |
| Battery | 17:11:04 12/23/21 |
| Disturb Peace | 18:21:37 12/23/21 |
| Accident PD | 20:01:33 12/23/21 |
| 911 AHM | 20:53:14 12/23/21 |
| Medical | 21:46:28 12/23/21 |
| Medical | 03:52:40 12/24/21 |
| Medical | 06:32:44 12/24/21 |
| Traffic Stop | 07:33:43 12/24/21 |
| Traffic Stop | 07:46:26 12/24/21 |
| Harassment | 09:51:53 12/24/21 |
| Medical | 10:31:39 12/24/21 |
| Medical | 12:06:52 12/24/21 |
| Medical | 14:03:24 12/24/21 |
| Harassment | 17:16:12 12/24/21 |
| Traffic Stop | 19:45:12 12/24/21 |
| Suspicious | 21:07:56 12/24/21 |
| Traffic Stop | 21:46:36 12/24/21 |
| Traffic Stop | 22:02:09 12/24/21 |
| Missing Person | 00:30:15 12/25/21 |
| Accident PD | 06:32:09 12/25/21 |
| Unattended Dth | 07:59:49 12/25/21 |
| Burglary Bus | 13:04:30 12/25/21 |
| Welfare Check | 20:05:50 12/25/21 |
| Welfare Check | 20:31:00 12/25/21 |
| Slide Off | 21:03:29 12/25/21 |
| Medical | 21:33:41 12/25/21 |
| Traffic Stop | 21:35:34 12/25/21 |
| Agency Assist | 22:32:25 12/25/21 |
| 911 AHM | 02:50:22 12/26/21 |
| Accident HR | 11:21:57 12/26/21 |
| 911 AHM | 13:09:05 12/26/21 |
| Traffic Stop | 16:58:59 12/26/21 |
| Traffic Stop | 17:16:42 12/26/21 |
| Traffic Stop | 18:13:19 12/26/21 |
| DUI | 18:59:02 12/26/21 |
| Open Door | 19:19:24 12/26/21 |
| Traffic Stop | 21:48:44 12/26/21 |
| Welfare Check | 22:19:41 12/26/21 |
| Drugs PCS | 22:21:52 12/26/21 |
| 911 AHM | 04:51:15 12/27/21 |
| Welfare Check | 12:01:30 12/27/21 |
| Harassment | 14:25:25 12/27/21 |

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|-----------------|-------------------|
| Civil Compl | 15:53:22 12/27/21 |
| Traffic Stop | 17:37:06 12/27/21 |
| Traffic Stop | 18:22:18 12/27/21 |
| Traffic Stop | 19:16:49 12/27/21 |
| Traffic Stop | 21:52:37 12/27/21 |
| Medical | 21:56:33 12/27/21 |
| Traffic Stop | 22:15:52 12/27/21 |
| Traffic Stop | 22:49:23 12/27/21 |
| Traffic Stop | 08:37:43 12/28/21 |
| Traffic Stop | 08:46:33 12/28/21 |
| Traffic Stop | 08:53:27 12/28/21 |
| Medical | 09:34:45 12/28/21 |
| Traffic Stop | 14:26:40 12/28/21 |
| Fraud | 14:32:05 12/28/21 |
| Traffic Stop | 15:56:25 12/28/21 |
| Theft | 16:55:53 12/28/21 |
| Suspicious | 16:59:14 12/28/21 |
| Drugs PCS | 18:40:04 12/28/21 |
| Traffic Stop | 18:57:54 12/28/21 |
| Accident PI | 19:06:26 12/28/21 |
| Traffic Stop | 21:14:24 12/28/21 |
| Traffic Stop | 21:46:43 12/28/21 |
| Alarm Bus | 22:04:53 12/28/21 |
| Traffic Stop | 01:03:22 12/29/21 |
| 911 AHM | 04:45:25 12/29/21 |
| Suspicious | 08:21:24 12/29/21 |
| Traffic Stop | 08:23:04 12/29/21 |
| Unattended Dth | 10:12:01 12/29/21 |
| 911 AHM | 10:35:06 12/29/21 |
| Public Assist | 12:19:34 12/29/21 |
| Accident PD | 12:34:36 12/29/21 |
| Motorist Assist | 13:04:53 12/29/21 |
| Stray Dog | 13:12:27 12/29/21 |
| Domestic | 13:25:02 12/29/21 |
| Medical | 13:41:13 12/29/21 |
| DUI | 13:42:37 12/29/21 |
| Welfare Check | 14:58:52 12/29/21 |
| Stray Dog | 15:11:48 12/29/21 |
| Public Assist | 16:02:10 12/29/21 |
| Accident PD | 16:52:39 12/29/21 |
| Traffic Hazard | 17:19:02 12/29/21 |
| 911 AHM | 17:20:16 12/29/21 |
| Traffic Stop | 19:51:12 12/29/21 |
| 911 AHM | 21:17:00 12/29/21 |
| Slide Off | 22:31:07 12/29/21 |

| | |
|-----------------|-------------------|
| Slide Off | 23:12:44 12/29/21 |
| Unwanted Subj | 06:34:21 12/30/21 |
| Animal Cmplnt | 08:44:02 12/30/21 |
| Medical | 08:47:00 12/30/21 |
| ABANDONED VEH | 10:59:20 12/30/21 |
| Accident PD | 12:10:01 12/30/21 |
| Forgery | 12:36:56 12/30/21 |
| Property Damage | 14:45:44 12/30/21 |
| Traffic Stop | 15:19:39 12/30/21 |
| Accident PD | 15:59:23 12/30/21 |
| Accident PD | 16:56:49 12/30/21 |
| Accident PD | 17:10:16 12/30/21 |
| Fraud | 17:49:26 12/30/21 |
| Traffic Stop | 19:16:02 12/30/21 |
| Traffic Stop | 19:49:39 12/30/21 |
| Traffic Stop | 20:28:32 12/30/21 |
| Traffic Stop | 21:10:44 12/30/21 |
| Traffic Stop | 21:49:34 12/30/21 |
| Alarm Bus | 22:13:51 12/30/21 |
| Motorist Assist | 22:46:57 12/30/21 |
| Fire Gas Leak | 00:39:39 12/31/21 |
| Disturb Peace | 02:21:02 12/31/21 |
| Medical | 03:48:37 12/31/21 |
| Open Door | 10:07:36 12/31/21 |
| Accident HR | 13:34:33 12/31/21 |
| Stray Dog | 15:30:14 12/31/21 |
| Traffic Stop | 17:19:30 12/31/21 |
| Traffic Stop | 17:39:30 12/31/21 |
| Traffic Stop | 18:12:48 12/31/21 |
| Traffic Stop | 18:21:48 12/31/21 |
| Traffic Stop | 18:36:21 12/31/21 |
| Welfare Check | 18:48:49 12/31/21 |
| Traffic Stop | 18:50:00 12/31/21 |
| Medical | 18:50:53 12/31/21 |
| Traffic Stop | 19:25:34 12/31/21 |
| Traffic Stop | 19:39:39 12/31/21 |
| ATLC | 21:31:42 12/31/21 |
| Traffic Stop | 22:36:08 12/31/21 |
| Traffic Stop | 23:13:01 12/31/21 |
| Traffic Stop | 23:25:36 12/31/21 |
| Traffic Stop | 23:34:02 12/31/21 |
| Traffic Stop | 23:43:18 12/31/21 |
| Traffic Stop | 23:48:00 12/31/21 |

City's Strategic Pillars

1/25/22

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With adequate infrastructure for growth

Public Works Goals

- Replace all water distribution lines less than 6" in diameter to meet mandatory minimum main line size requirement. **75%**
- Design for well #6 at City Park. **60%**
- Reduce I&I inside sewer collection lines to less than 50% of current rate per Sewer Capital Improvement Plan. **60%**
- Implement Airport Pavement, and Master Capital Improvement Plan. **50%**
- Start design on Wastewater Treatment Plant air piping **25%**
- Design Hawthorne Lift Station. **35%**
- Replace Utilities at Wardwell Loop. **15%**
- Create Cemetery Master Plan. **5% on hold**

Expenditures requiring authorization / purpose of expenditure

-

Training last 30 days

- None

Accomplishments since last report

1. All snow equipment is ready for winter
2. Replaced pump at Moffatt Lift Station
3. Installing new 14" and 8" water for reserve in Legacy Heights
4. Finish paving at Payette River
5. Annual Backflow Testing: City residents notified of change to Single Test Due Date of June 1st starting 2022 for residential irrigation backflows, details of this change can be found on the city website.
6. Hawthorne Lift Station has been approved and will go to design.
7. Installing new meters and radios in water system.
8. Repairing potholes in the Right of Way
9. Have all storm sewer connected and roadway sections started on Johns AVE. project
10. Adjusted all utilities on Johns From 4th St to 12th St
11. Implemented Neptune 360 for water system

Plan for next 30 days

1. Annual Park Maintenance and Tree Trimming: For approximately the next thirty days, public works will engage in its annual park maintenance and tree trimming throughout the city in the city's right of way
2. Update: Locust St and Johns Ave intersection is temporarily open until paving can occur in spring
3. Sawtooth Land Survey has been contracted by the city to complete survey work on the Wardwell/McKinley Loop between 12/14/21 to 12/24/21 for the upcoming water/sewer replacement and road reconstruction.
4. Started postal installation of mailboxes on Johns Ave
5. South Johns Avenue Rehabilitation Project: Mailboxes are being set back in place. Landscaping and any retaining walls are next to be completed
6. Sewer manhole - grout and/or replacement for those leaking water
7. Repair bad water valves and water valve boxes
8. Water valve exercising for all water distribution valves.
9. Flushing for the next thirty days.
10. Upgrade fire hydrants older than 18 years.

This report does NOT contain any data required by ordinance or statute...that is covered in a separate report

City's Strategic Pillars

- Economically Vibrant and...
- Health-conscious city
- Legally compliant with all state and federal laws
- Performing its constitutional mission (protecting people and property)
- With adequate infrastructure for growth

Systems Admin Goals (with percentage of completion to date)

- Complete fiber optic network to inner city facilities. Airport in planning stage. **88% Airport & Locust Booster will be last major sites to complete. Airport in works with Fatbeam partner. Cemetery to be completed by Spring.**
- Migrate all servers to cloud over the next 5 years. **35% SysAdmin, Library, Public Works converted to SharePoint cloud storage. Will get clerks converted after FTTH pilot project.**
- Complete Geographic Information System mapping of all city infrastructure assets (ongoing). **80% Working on zoning items, especially for comp plan.**
- Convert city network from a bridged configuration to routed. **35% Initial plan and IP address scheme. Converted City Park, Highlands Booster, and Fire Department thus far.**
- ARPA Projects and Reporting completion. **10% Initial project plans approved by council. Product procurement in process.**

Expenditures requiring authorization from higher and purpose of expenditure

- None

Training last 30 days

No less than Top Ten Accomplishments since last report

1. Old employee email archives
2. Keypad lock installs at airport
3. Network video recorder crash
4. KVM switch/monitor installs
5. Library Chromebook updates
6. Locust fiber building specs and order
7. Fiber to the home builders info form built
8. Airport flight connection tracker router and connection
9. Initial data dump for Docufiber project
10. Completion of Wi-Fi at High School
11. Library conference room tv warranty repair
12. Computer rotations x2 PD x2 library
13. Evidence photo conversions
14. ARPA reporting webinar
15. Meeting for broadband section of comp plan
16. Clean cameras and HVAC units at all fiber huts
17. Virtual Private Network configurations for eticket software
18. Network video recorders firmware updates x6
19. Idaho aeronautics meeting for possible new tower

Plan for next 30 days

| | |
|--|--|
| 20. E-Ticket equipment project | 21. ARPA Treasury report guidance book |
| 22. Tin building and water tower distro switch install | 23. Eticket laptop software installs |
| 24. Airport weather station | 25. Cemetery lighting and camera expansion |
| 26. GIS fiber mapping platform build | 27. Cemetery fiber pull |
| 28. Cemetery and water GIS updates | 29. Computer setup for sensitive evidence material |
| 30. Veeam replication server upgrade | 31. VMWare upgrade virtual servers (new budget) |