

City of Emmett Council Meeting

November 5, 2024

Regular Meeting

The Emmett City Council held a meeting at 501 E. Main Street, Emmett, Idaho.  
Council President Henderson called the meeting to order at 5:30 p.m.  
President Henderson led the Pledge of Allegiance  
Hugh Orr offered the Community Invocation

**Council Present:** Council President Tona Henderson, Councilor Steve Nebeker, Councilor Tom Butler, Councilor Jody Harris, Councilor Gary Resinkin, Councilor Denise Sorenson

**Council Present by Zoom:** None

**Council Absent:** None

**City Attorney:** Jake Sweeten

**Staff Present:** Lyleen Jerome, Mike Knittel, Steve Kunka, Curt Christensen, Clint Seamons, Brian Sullivan, Michael Giery, Alyce Kelley

**Staff Present by Zoom:** None

**Public Present:** Jethro Batchelor Emmett; ID, Hugh Orr – Emmett, ID; Heather Donesky – Emmett, ID

**Amendments to the Agenda:** None

**Declaration of Conflict of Interest:** None

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

**ELECTED OFFICIALS:**

**Council President:** Proclamation – Idaho Family Reading Week

**City Council:** None

**Announcements and Good of the Order:** None

**CONSENT AGENDA:**

Approval of Minutes – October 8, 2024 – Regular Council Meeting

Approval of Accounts Payables

Approval of Permits – Bartender Permit – Shawn Gonzalez, Daniel Neves, Donna Hauser, Justin Jones, Shina King, Shane Mettler, Cynthia Snook, Daniel Kyle Vaughan, John Wood.

Pawnbroker Permit – KingFisher Sporting Goods & Pawn

Councilor Resinkin **MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.** Seconded by Councilor Butler. **Motion carried by voice vote**

**BUSINESS:**

Stephanie Johnson, Deputy Clerk requests approval of Resolution #R2024-04 A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF EMMETT, IDAHO, AUTHORIZING DESTRUCTION OF RECORDS. Councilor Nebeker **MOVED TO APPROVE RESOLUTION R2024-04 AND INCLUDE EXHIBIT A.** Seconded by Councilor Resinkin. **Motion carried by voice vote.**

Mike Giery, Fire Marshal requests approval of Release of Liability to utilize vacant property for training purposes. Councilor Nebeker **MOVED TO APPROVE, AND THE MAYOR TO SIGN, THE RELEASE OF LIABILITY, THEREFORE ALLOWING THE FIRE DEPARTMENT TO UTILIZE THE VACANT PROPERTY LOCATED AT 512 N. WASHINGTON FOR TRAINING PURPOSES.** Seconded by Councilor Sorenson. **Roll call vote:** Council President Henderson – AYE, Councilor Butler – AYE, Councilor Harris – AYE, Councilor Nebeker – AYE, Councilor Resinkin – AYE, Councilor Sorenson – AYE. **6-AYES, 0-NOES Motion Carried.**

Lyleen Jerome, City Clerk requests approval of Q4 financial report for fiscal year 23-24. Councilor Butler **MOVED TO APPROVE TREASURERS FINANCIAL REPORT FOR QUARTER ENDING SEPTEMBER 30, 2024 AND TO PUBLISH THE REPORT ON THE CITY WEBSITE.** Seconded by Councilor Harris. **Roll call vote:** Council President Henderson – AYE, Councilor Butler – AYE, Councilor Harris – AYE, Councilor Nebeker – AYE, Councilor Resinkin – AYE, Councilor Sorenson – AYE. **6-AYES, 0-NOES Motion Carried.**

Lyleen Jerome, City Clerk requests approval of Pitney Bowes Lease Renewal Agreement. Councilor Sorenson **MOVED TO APPROVE LEASE AGREEMENT BETWEEN NASPO VALUE POINT AND CITY OF EMMETT FOR THE PITNEY BOWES POSTAGE METER EQUIPMENT.** Seconded by Councilor Harris. **Roll call vote:** Council President Henderson – AYE, Councilor Butler – AYE, Councilor Harris – AYE, Councilor Nebeker – AYE, Councilor Resinkin – AYE, Councilor Sorenson – AYE. **6-AYES, 0-NOES Motion Carried.**

Lyleen Jerome, City Clerk requests approval of Key2Purchase Agreement. Councilor Sorenson **MOVED TO APPROVE AGREEMENT BETWEEN KEYBAN AND CITY OF EMMETT FOR CORPORATE CREDIT CARD ACCOUNT WITH A CREDIT LIMIT OF \$75,000.** Seconded by Councilor Butler. **Roll call vote:** Council President Henderson – AYE, Councilor Butler – AYE, Councilor Harris – AYE, Councilor Nebeker – AYE, Councilor Resinkin – AYE, Councilor Sorenson – AYE. **6-AYES, 0-NOES. Motion Carried.**

Steve Kunka, Police Chief requests approval of Lighted Horse Parade. Councilor Nebeker **MOVED TO APPROVE THE LIGHTED HORSE PARADE ON DECEMBER 14<sup>TH</sup>.** Seconded by Councilor Resinkin. **Motion carried by voice vote.**

City of Emmett Council Meeting

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Regular Meeting

Clint Seamons, PW Director requests approval of low bid to Consolidated Supply Co in the amount of \$17,329.00. Councilor Sorenson **MOVED TO APPROVE LOW BID TO CONSOLIDATED SUPPLY CO IN THE AMOUNT OF \$17,329.00 FOR CHECK VALVES FOR WELL #6.** Seconded by Councilor Resinkin. Motion carried by voice vote.

**ACTIVITY REPORTS:**

Building Official/City Planner – Brian Sullivan – Reported  
City Clerk, Lyleen Jerome – Reported  
Fire Chief – Curt Christensen - Reported  
Library Director, Alyce Kelley – Reported  
Police Chief, Steve Kunka – Reported  
Public Works, Clint Seamons – Reported  
IT Systems Director, Mike Knittel – Reported

**ADJOURN**

Councilor Harris **MOVED TO ADJOURN.** Seconded by Councilor Resinkin. Motion carried by voice vote. Meeting adjourned at 5:57 p.m.

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Mayor Gordon Petrie

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Lyleen Jerome, City Clerk



# CITY OF EMMETT

## Bartender Permit Checklist

Applicant Name Kevin Burke

Date Application Received 10/22/24 By SJ

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

Police Department

Background Check

[Signature]  
Emmett Police Name/Records Check

[Signature]  
Gem County Sheriff's Name/Records Check

[Signature]  
Application Approved

[Signature]  
Application Denied

[Signature]  
Chief of Police (signature)

11.13.24  
Date

Fingerprint Results Attached (New only) \_\_\_\_\_

City Council

Added to Council Agenda for approval

City Council Approved    Yes     No     \_\_\_\_\_  
Council Date

Official Permit

Created \_\_\_\_\_

Mailed \_\_\_\_\_

Tracking # \_\_\_\_\_











# CITY OF EMMETT

## Bartender Permit Checklist

Applicant Name CHRISTEEN MITCHELL

Date Application Received 11/07/24 By SJ

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

Police Department

Background Check

*[Handwritten Signature]*

Emmett Police Name/Records Check

Gem County Sheriff's Name/Records Check

Application Approved

Application Denied

*[Handwritten Signature]*

11-13-24

Chief of Police (signature)

Date

Fingerprint Results Attached (New only) \_\_\_\_\_

City Council

Added to Council Agenda for approval

City Council Approved Yes  No  \_\_\_\_\_

Council Date

Official Permit

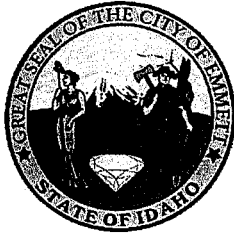
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# CITY OF EMMETT

## Bartender Permit Checklist

Applicant Name TIFFINI STUART

Date Application Received 11/07/24 By SJ

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

### Police Department

Background Check [Signature]

Emmett Police Name/Records Check

Gem County Sheriff's Name/Records Check

Application Approved

Application Denied

[Signature]  
Chief of Police (signature)

11-13-24  
Date

Fingerprint Results Attached (New only) \_\_\_\_\_

### City Council

Added to Council Agenda for approval

City Council Approved Yes  No  \_\_\_\_\_  
Council Date

### Official Permit

Created \_\_\_\_\_

Mailed \_\_\_\_\_

Tracking # \_\_\_\_\_



*Office of the City Clerk  
501 E. Main Street  
Emmett, ID 83617  
208-365-6050*

November 19, 2024

TO: Emmett City Council

The Deputy City Clerk performed an audit on our outstanding balances on the utility accounts and found that there were accounts on our books dating as far back as 2008 that remain uncollected. All collection attempts have been exhausted and I am asking for approval to write-off the remaining outstanding balances.

Proposed Motion: MOVE TO APPROVE CHARGING OFF UNCOLLECTED DEBT ON UTILITY ACCOUNTS IN THE AMOUNT OF \$8,434.18

Thank you,

*Lyleen Jerome*

*City Clerk/Treasurer/HR*

*City of Emmett 208-365-6050 opt#3*

*e-mail: [ljerome@cityofemmett.org](mailto:ljerome@cityofemmett.org)*

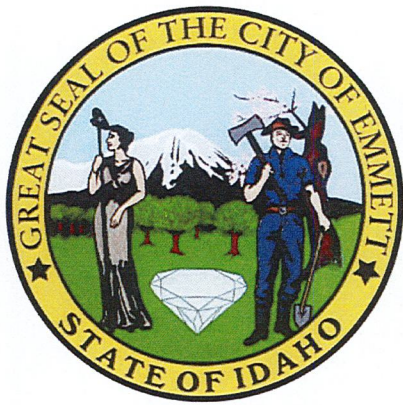




UNCOLLECTED DEBT ON UTILITY ACCOUNTS

Account	Customer Name	Sent to collections	Service Address	Water	Sewer	Garbage	Street Lights	Fines	Total
2144-03	KING, MANUEL R	12/15/2008	880 W APACHE ST	\$32.24	\$49.34	\$7.60	\$0.85		\$90.03
2050-01	BATEMAN, FRANK	DECEASED	701 MONTE VISTA DR #69	\$49.97	\$85.04	\$12.55	\$1.61		\$149.17
2132-01	SHERILL, LINDA	DECEASED	808 S CHEROKEE AVE	\$41.05	\$38.75	\$11.00	\$1.25	\$30.00	\$122.05
2284-01	SHUCK, JACKIE	DECEASED	1113 CRYSTAL CREEK LOOP	\$27.47	\$17.15	\$0.71	\$0.08		\$45.41
1636-02	BROWN, JOHNNY	DECEASED	429 MCAULIFFE	\$235.76	\$125.18	\$26.79	\$1.81		\$389.54
1433-07	SOKAS, RICK	11/20/2013	822 S BOISE AVE	\$45.08	\$78.68	\$13.84	\$1.57	\$30.00	\$169.17
1776-07	ABBOTT, DERRIK & CHELSEA	10/16/2014	729 LINCOLN AVE	\$41.77	\$12.95				\$54.72
2052-03	GOULD, BRANDON	10/16/2014	701 MONTE VISTA DR #85	\$107.28	\$194.08	\$44.88	\$5.00	\$45.00	\$396.24
1675-01	ROBERTS, GORDON & JESSIE	12/23/2014	417 W 1ST ST	\$208.85	\$501.00	\$56.10	\$6.25	\$145.00	\$917.20
1873-03	NATIONSTAR	2/15/2015	719 WILLIAMS RD	\$14.84	\$34.43	\$7.96	\$0.89		\$58.12
2574-02	HURTI, KERI	4/15/2015	419 W 5TH ST	\$45.59	\$31.54	\$3.98	\$0.44		\$81.55
2040-02	MENDOZA, XITHLALY	11/12/2015	701 MONTE VISTA DR #58	\$85.24	\$77.39	\$11.22	\$1.25	\$30.00	\$205.10
2152-02	COX, CHARLES S	1/20/2016	814 COMANCHE TRAIL	\$56.00	\$0.76				\$56.76
1335-01	VAN KLEEF, JOHN & MARLENE	DECEASED	602 N WARDWELL AVE	\$30.26	\$32.35	\$11.00	\$1.25	\$30.00	\$104.86
1775-03	EVERHART, JOE & BONNIE	3/9/2016	723 LINCOLN AVE	\$50.20	\$51.47	\$11.45	\$1.25	\$30.00	\$144.37
2192-01	THOMPSON, KELLY	3/9/2016	1115 S CHEROKEE AVE	\$46.56	\$29.02	\$7.02	\$0.77	\$5.00	\$88.37
1998-03	GEORGE, KENNETH	4/27/2016	701 MONTE VISTA DR #16	\$56.10	\$72.29	\$15.27	\$1.67		\$145.33
2030-01	PANCHERI, KIM	4/27/2016	701 MONTE VISTA DR #47	\$363.20	\$229.47	\$56.33	\$6.25	\$150.00	\$805.25
2278-02	DIJAZ, RICARDO	6/9/2016	1116 VANITY PEAK DR	\$97.20	\$152.94	\$34.35	\$3.75	\$185.00	\$473.24
2329-03	ZIELESCH, DAVID & DOTTIE	DECEASED	1117 REGENCY WAY	\$16.23	\$34.53	\$7.76	\$0.85		\$59.37
1616-04	SOWLE, LACEY	9/20/2016	411 W 4TH ST	\$5.53	\$9.79	\$1.85	\$0.20		\$17.37
1755-02	GRAHAM, WILLIAM	9/20/2016	475 MURRAY	\$10.69	\$26.31	\$5.91	\$0.65		\$43.56
1319-03	MENICETTI, MICHAEL	3/15/2017	516 WALNUT	\$345.68	\$203.92	\$44.94	\$3.75	\$60.00	\$658.29
1605-02	KELLY, SANDI	6/14/2017	206 W MAIN ST	\$41.44	\$58.56				\$100.00
2265-06	FEDORUK, DEBBIE	6/14/2017	2404 FELTHAM PEAK DR	\$175.94	\$125.75	\$28.24	\$3.08		\$333.01
2446-01	HILL, TAMMY	7/20/2017	2005 S ALBERTA AVE	\$43.08	\$61.22	\$12.97	\$1.41		\$118.68
2502-03	GEORGE, ALLEN & LINDA	DECEASED	800 INDEPENDENCE	\$146.93	\$144.77	\$20.76	\$2.26	\$30.00	\$344.72
1325-05	PLUMMER, BRETT ~	1/22/2018	415 RIVERSIDE	\$64.27	\$93.46	\$21.07	\$2.29	\$30.00	\$211.09
1067-01	LADMAN, ULRIKE	2/22/2018	607 N WASHINGTON AVE	\$243.76	\$226.36	\$45.96	\$5.00	\$120.00	\$641.08
1513-02	WHALEY, RICK	DECEASED	512 S BOISE AVE	\$42.97	\$34.78	\$11.22	\$1.25	\$30.00	\$120.22
2668-02	BROWN, MICHAEL & TONYA	10/18/2018	604 E MAIN ST	\$28.88	\$22.63	\$6.30	\$0.69		\$58.50
1331-01	DAVIS, LINDA	DECEASED	326 RIVERSIDE	\$45.89	\$80.58	\$18.35	\$1.90	\$5.00	\$151.72
1745-02	BURTON, LARRY	DECEASED	307 W 3RD ST	\$57.92	\$137.12	\$30.80	\$3.36	\$60.00	\$289.20
2305-08	BUTTS, RICHARD	DECEASED	2406 FELTHAM PEAK DR	\$24.99	\$27.95	\$8.00	\$0.85	\$5.00	\$66.79
1659-01	HEADY, CHARLES C	DECEASED	249 MCAULIFFE	\$82.70	\$76.04	\$23.62			\$182.36
2495-03	MITCHELL, MARY	DECEASED	1301 AMERICAN AVE	\$20.72	\$31.54	\$11.81	\$1.25	\$30.00	\$95.32
2079-02	ALBARRAN, OSCAR & REBECCA	9/27/2019	717 W CHEYENNE CT	\$16.58	\$40.78	\$9.45	\$1.00		\$67.81
1316-04	HEFNER, SUZETTE	11/26/2019	511 WALNUT	\$26.74	\$58.68	\$11.42	\$1.21		\$98.05
1330-01	FORD, LOREN J	12/26/2019	328 RIVERSIDE	\$74.29	\$101.96	\$23.62	\$2.50	\$30.00	\$232.37
2130-04	DAVIS, CHANCE	12/26/2019	812 S CHEROKEE AVE	\$14.89	\$25.29	\$7.24	\$0.77		\$48.19
				\$3,164.78	\$3,435.85	\$683.34	\$70.21	\$1,080.00	\$8,434.18





# INFORMATION TECHNOLOGY

## CITY OF EMMETT

501 E. MAIN ST.– EMMETT, ID 83617

PHONE (208) 398-2100

WWW.CITYOFEMMETT.ORG

*“Driven by innovation”*

November 13th, 2024

Council,

You will find attached the First Amendment to Tower Agreement Site Lease document with Anthem Broadband. The original agreement was approved in December of 2019. Anthem is looking to expand their broadband offerings by placing additional equipment on the water tower to service customers.

The amendment document allows for them to add this additional equipment and adds for updated compensation for the city. The equipment is a small footprint and there is plenty of space on the water tower to accommodate it. It also supports our vision of promoting choice and competition in the broadband market in Emmett.

Jake has completed and assisted with legal review and draft of the documents.

*Motion: Motion to approve First Amendment to Tower Agreement Site Lease with Anthem Broadband with Mayor to sign.*

Thank you,

Mike Knittel

Technology Director

City of Emmett

*MISSION: Provide effective technology support, services, design, and implementation for the City of Emmett; while enhancing productivity, safeguarding information, and economically planning and preparing for the future.*



FIRST AMENDMENT TO  
TOWER AGREEMENT SITE LEASE

This Amendment, dated this 12<sup>th</sup> day of November, 2024, is by and between the CITY OF EMMETT, an Idaho municipal corporation ("Landlord") and Safelink Internet, L.L.C., doing business as ANTHEM BROADBAND, an Idaho limited liability company ("Tenant").

BACKGROUND

The parties entered into that certain Agreement dated December 18, 2019 ("Agreement"), wherein Tenant leased certain Property from Landlord for Internet Facilities (as those terms are described in the Agreement);

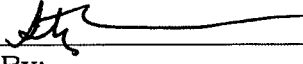
Pursuant to Section 15(b) of the Agreement, the parties desire to amend certain terms of the Agreement;

NOW THEREFORE, Landlord and Tenant agree as follows:

1.0 Exhibits A, B, and C of the Agreement are replaced in their entirety with the attached Exhibits A, B, and C.

2.0 Except for the amendment stated herein, all the remaining terms and provisions of the Agreement are confirmed and shall remain in effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to be effective as of the day and year first above written.

<p>CITY OF EMMETT:</p> <p>_____</p> <p>Gordon Petrie, Mayor</p> <p>ATTEST:</p> <p>_____</p> <p>Lyleen Jerome, City Clerk</p>	<p>Safelink Internet, L.L.C., doing business as Anthem Broadband:</p> <p> _____</p> <p>By:</p> <p>Its: <i>Business Office Manager</i></p>
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Exhibits A, B, & C

**EXHIBIT A:(the "Property")**

Tenant will be provided use of, and escorted access to, a portion of Landlord's property at 318 E. Park Street

- Anthem will occupy 4 units of rack spaces in an existing equipment rack.
- Anthem will install a grounded ethernet patch panel for our cabling at the comm building entry point, for building and equipment safety.
- Anthem will mount 1@ Commscope VHLP2-11 2' dish, with a rear-mounted radio, to the railing on a 2" stand-off mast. This will be mounted on the SW railing around the water tank.
- Anthem will mount 1@ Radiowaves HPD3-11 3' dish, with a mast-mounted radio, to the railing on a 4" stand-off mast. This will be mounted on the NW railing around the water tank.
- Anthem will run 3@ shielded Cat5e cables, and 1@ shielded DC wire, between the equipment on the railing and the rack in the existing comm building. These are all ~1/4" diameter cables, and will run down the NE tower leg generally following the existing cable path for other equipment.
- Anthem will install a weatherproof 4-port cable entry panel on the East wall of the NE corner of the comm building, in the same manner as at commercial communication sites. This will be available for use by all occupants of the building.
- Anthem will install a heavy copper grounding plate just outside the cable entry point, for grounding of cables entering the building, in the same manner as at commercial communication sites. This will be available for use by all occupants of the building.
- Anthem will install a heavy ground wire system in the comm building, encircling the interior perimeter of the building, for grounding of equipment racks and indoor equipment, in the same manner as at commercial communication sites. This will be available for use by all occupants of the building.
- Anthem will install 4-4600 ePMP radios and necessary cabling.

**EXHIBIT B: (the "Premises")**

The specific description of Tenant's access to the Property and the specific Property which Tenant will lease shall be on property owned by City of Emmett.

**EXHIBIT C:**

In exchange for mounting two backhaul type antennas to the Water Tower, Anthem will provide: 1Gbps symmetrical DIA with BGP peering, a /28 range of public Internet Protocol Addresses, and 24 hours per calendar year of network and/or tower support. Time billed above these hours would be at \$75/hour

Anthem will pay \$100 per antenna, per month, for the four 4600 ePMP antenna attachments.

Anthem will pay for rack space and dark fiber assets per the Information Technology Fee Schedule for rack space and power.

The site for the Internet connection will be at: 318 E. Park Street

City of Emmett  
Tower Agreement

Prepared for: Mike Knittel  
mknittel@cityofemmett.org  
208-398-2100

Prepared by: Kevin Neal  
kevin@safelinkinternet.com  
208-312-3004

SITE LEASE

THIS SITE LEASE ("Lease") is by and between City of Emmett ("Landlord") and SAFELINK INTERNET, an Idaho Limited Liability Company ("Tenant").

1. Lease

(a) In consideration of the payment as defined in Exhibit C by Tenant to Landlord, Landlord hereby grants to Tenant a lease to use a portion of the real property described in the attached Exhibit A (the "Property"), subject to the following terms and conditions. Landlord hereby leases to Tenant the use of that portion of the Property sufficient for placement of Internet Facilities (as defined below), together with all necessary space for access and utilities, as



generally described and depicted in the attached Exhibit B (collectively referred to hereinafter as the "Premises").

2. Term. The initial term of the Lease shall be five (5) years commencing on the Effective date of this agreement. Tenant shall have the right to renew the Lease for three (3) additional periods of five (5) years each; Tenant may give notice of its election to renew for only one (1) period at a time. If Tenant desires to renew the Lease, then written notice of such renewal shall be given not sooner than one hundred twenty (120) days and not less than thirty (30) days prior to the termination date of this Lease. Notwithstanding the foregoing, either party can terminate this agreement before the end of each term by notifying in writing, the intent to do so, no less than sixty (60) days before the end of the term.

3. Permitted Use. The Premises may be used by Tenant for, the transmission and reception of internet communication signals and for the construction, installation, operation, maintenance, repair, removal or replacement of related facilities, tower and base, antennas, microwave dishes, equipment shelters and/or cabinets and related activities. Any additions or modifications of equipment or facilities must be submitted in writing with specifications and approved by landlord prior to deployment or change.

4. Rent. As consideration, the Tenant shall provide Landlord the service, described in Exhibit C.

5. Interference/Exclusivity. Tenant shall not use the Premises in any way which interferes with the established use of the Property by Landlord, or lessees or licensees of Landlord, with rights in the Property prior in time to Tenant's.

6. Improvements: Utilities; Access.

(a) Tenant shall have the right, at its expense, to erect and maintain on the Premises improvements, personal property and facilities necessary to operate its internet communications system, including, without limitation, radio transmitting and receiving antennas, microwave dishes, tower and base, equipment shelters and/or cabinets and related cables and utilities lines (collectively the "Internet Facilities"). Tenant shall have the right to replace or upgrade the Internet Facilities at any time during the term of this Lease. Tenant shall cause all construction to occur lien-free and in compliance with all applicable laws and ordinances. The Internet Facilities shall remain the exclusive property of Tenant. Tenant shall have the right to remove the Internet Facilities at any time during the term of this lease or shall have ninety (90) days to do so upon termination of this Lease. Notwithstanding the foregoing, any of Tenant's additions or modifications of equipment or facilities than as described on Exhibit A, must be submitted in writing to Landlord with specifications and approved by landlord prior to deployment or change; any additionally erected structures not in place during the execution of this agreement will be subject to approval and additional fees negotiated by Tenant and Landlord; such approval may be withheld for any reason with a response within 30 days of submission. Emergency equipment modifications are allowed to continue business operations with similar equipment as originally installed (like size and power utilization). Emergency modification specifications shall be submitted to landlord within 7 days of such modifications.

(b) Tenant shall, at Tenant's expense, keep and maintain the Internet Facilities now or hereafter located on the Property in commercially reasonable condition and repair during the term of this Lease, normal wear and tear and casualty excepted. Upon termination or expiration of this Lease, the Premises shall be returned to Landlord in good, usable condition, normal wear and tear and casualty excepted.

(c) Landlord shall diligently correct any variation, interruption or failure of utility service within Landlord's control.

(d) Tenant shall have 24-hours-a-day, 7-days-a-week escorted access to the Premises at all times during the Term of this Lease.

7. Termination. Except as otherwise provided herein, this Lease may be terminated, without any penalty or further liability as follows:

(a) Upon thirty (30) days written notice by Landlord if Tenant fails to cure a default for payment of amounts due under this Lease or failure to provide to Landlord the Services described in Exhibit C within that thirty (30) day period;

(b) Upon sixty (60) days written notice by either party if the other party commits a non-monetary default and fails to cure or commence curing such default within that sixty (60) day period, or such longer period as may be required to diligently complete a cure commenced within that sixty (60) day period;

(c) Immediately if Tenant is unable to obtain, maintain, or otherwise forfeits or cancels any license (including, without limitation, an FCC license), permit or Governmental Approval necessary to the installation and/or operation of the Antenna Facilities or Tenant's business; or

(d) Immediately upon written notice by Tenant or Landlord if the Premises or the Internet Facilities are destroyed or damaged so as in Tenant's or Landlord's reasonable judgment to substantially and adversely affect the effective use of the Internet Facilities. If Tenant elects to

continue this Lease, then all Rent shall abate until the Premises and/or Internet Facilities are restored to the condition existing immediately prior to such damage or destruction.

(e) Immediately, if the Property is foreclosed on or Landlord files for Bankruptcy protection. In such cases, Tenant shall have the option to maintain this lease agreement until such time as Tenant considers it reasonable or necessary to vacate the premises or at its election Tenant may remain on the property but shall pay the amounts owing pursuant to the terms of this agreement until Tenant vacates the premises.

8. Insurance and Subrogation. Tenant shall provide Commercial General Liability Insurance in an aggregate amount of ONE MILLION AND NO/100 DOLLARS (\$1,000,000.00). Tenant may satisfy this requirement by obtaining the appropriate endorsement to any master policy of liability insurance Tenant may maintain. Landlord shall be listed as an additional insured on the policy. Landlord shall be notified in writing at least 30 (thirty) days prior to termination of policy.

9. Hold Harmless. Tenant agrees to hold Landlord harmless from claims arising from the installation, use, maintenance, repair or removal of the Internet Facilities, except for claims arising from the site negligence or intentional acts of Landlord, its employees, agents or independent contractors, and any other acts of God outside of Landlord's control.

10. Notices. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, or sent by for next-business-day delivery by a nationally recognized overnight carrier to the following addresses:

If to Landlord, to:

**If to Landlord; to:**

City of Emmett  
Mike Knittel  
501 E Main St  
Emmett ID,83617  
mknittel@cityofemmett.org  
208-398-2100

**If to Tenant, to:**

Safelink Internet  
Kevin Neal  
906 S Oneida St #8  
Rupert Idaho 83350  
Chads@safelinkinternet.com  
208-677-8000

11. Environmental Laws. Tenant shall not introduce or use any Hazardous Substance on the Property in violation of any applicable law. Tenant agrees to defend, indemnify and hold harmless Landlord from and against any and all administrative and judicial actions and rulings, claims, causes of action, demands and liability (collectively, "Claims") including, but not limited to, damages, costs, expenses, assessments, penalties, fines, losses, judgments and reasonable attorney fees that the indemnitee may suffer or incur due to the existence of any Hazardous Substances on the Property or the migration of any Hazardous Substance to other properties or the release of any Hazardous Substance into the environment (collectively, "Actions"), that relate to or arise solely from Tenant's activities on the Property.

12. Assignment and Subleasing. Tenant shall have the right to assign or otherwise transfer this Lease and the Easement to any person or business entity which is a parent, subsidiary or affiliate of Tenant, is merged or consolidated with Tenant or purchases more than fifty (50) percent of either an ownership interest in Tenant or the assets of Tenant in the area in which the Property is located.

Except as otherwise provided herein, Tenant shall not have the right to sublet or assign this Lease without the written agreement of Landlord.

13. Successors and Assigns. This Lease and the Easement granted herein shall run with the land, and shall be binding upon and inure to the benefit of the parties, their respective successors, personal representatives and assigns.

14. Waiver of Landlord's Lien or Fixture. Landlord hereby waives any and all lien or fixture rights it may have, statutory or otherwise concerning the Internet Facilities or any portion thereof which shall be deemed personal property for the purposes of this Lease, whether or not the same is deemed real or personal property under applicable laws, and Landlord gives Tenant the right to remove all or any portion of the same from time to time, whether before or after a default under this Lease, in Tenant's sole discretion and without Landlord's consent.

15. Miscellaneous.

(a) The substantially prevailing party in any litigation arising hereunder shall be entitled to its reasonable attorneys' fees and court costs, including appeals, if any.

(b) This Lease constitutes the entire agreement and understanding of the parties, and supersedes all offers, negotiations and other agreements. There are no representations or understandings of any kind not set forth herein. Any amendments to this Lease must be in writing and executed by both parties.

(c) This Lease shall be construed in accordance with the laws of the state in which the Property is located; Gem County shall be the appropriate venue.

(d) If any term of this Lease is found to be void or invalid, such finding shall not affect the remaining terms of this Lease, which shall continue in full force and effect. The parties agree that if any provisions are deemed not enforceable, they shall be deemed modified to the extent necessary to make them enforceable. Any questions of particular interpretation shall not be interpreted against the draftsman, but rather in accordance with the fair meaning thereof.

(e) The persons who have executed this Lease represent and warrant that they are duly authorized to execute this Lease in their individual or representative capacity as indicated.

(f) This Lease may be executed in any number of counterpart copies, each of which shall be deemed an original, but all of which together shall constitute a single instrument.

The effective date of this Lease is the date of execution by the last party to sign

("Effective Date").

**LANDLORD:**

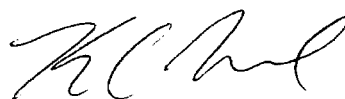


Mayor Gordon W. Petrie

Date:

18 Dec 2019

**TENANT:**



Kevin C Neal

IT Director

12/20/2019

## **EXHIBIT A:(the "Property")**

Tenant will be provided use of, and escorted access to, a portion of Landlord's property at

318 E. Park Street

- Safelink will occupy 4 units of rack spaces in an existing equipment rack.

- Safelink will install a grounded ethernet patch panel for our cabling at the comm building building entry point, for building and equipment safety.

-Safelink will mount 1@ Commscope VHLP2-11 2' dish, with a rear-mounted radio, to the railing on a 2" stand-off mast.This will be mounted on the SW railing around the water tank.

-Safelink will mount 1@ Radiowaves HPD3-11 3' dish, with a mast-mounted radio, to the railing on a 4" stand-off mast. This will be mounted on the NW railing around the water tank.

-Safelink will run 3@ shielded Cat5e cables, and 1@ shielded DC wire, between the equipment on the railing and the rack in the existing comm building. These are all ~1/4" diameter cables, and will run down the NE tower leg generally following the existing cable path for other equipment.

-Safelink will install a weatherproof 4-port cable entry panel on the East wall of the NE corner of the comm building, in the same manner as at commercial communication sites. This will be available for use by all occupants of the building.

-Safelink will install a heavy copper grounding plate just outside the cable entry point, for grounding of cables entering the building, in the same manner as at commercial communication sites. This will be available for use by all occupants of the building.

-Safelink will install a heavy ground wire system in the comm building, encircling the interior perimeter of the building, for grounding of equipment racks and indoor equipment, in the same manner as at commercial communication sites. This will be available for use by all occupants of the building.



**EXHIBIT B: (the “Premises”)**

The specific description of Tenant’s access to the Property and the specific Property which Tenant will lease shall be on property owned by City of Emmett.

**EXHIBIT C:**

In exchange for mounting two backhaul type antennas to the Water Tower, Safelink Internet (An Internet Company) will provide: Backup Best Effort Internet Service up to 200Mbps for City of Emmett purposes only, a /28 range of public Internet Protocol Addresses, and 24 hours per calendar year of network and/or tower support. Time billed above these hours would be at \$75/hour

Safelink Internet will pay for rack space and dark fiber assets per the Information Technology Fee Schedule for rack space and power.

The site for the Internet connection will be at: 318 E. Park Street

**CITY OF EMMETT  
PLANNING & ZONING DEPARTMENT**

601 E. 3RD    EMMETT, IDAHO 83617

PHONE: (208) 365-9569

WEB PAGE: WWW.CITYOFEMMETT.ORG

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**STAFF REPORT**

**DESCRIPTION: LONGHORN ACRES - FINAL PLAT APPLICATION**

**FILE NUMBER: FP24-004**

**CITY COUNCIL MEETING DATE: NOVEMBER 19, 2024**

**APPLICANT:        KENDALL HANCEY WITH HORROCKS**

**OWNER: 97 MAIN, LLC & 10796 LAKE HAZEL, LLC**

**STAFF PLANNER: BRIAN SULLIVAN**

**1. APPLICATION SUMMARY**

The applicant, Kendall Hancey, is requesting approval of a Final Plat application for Longhorn Acres Subdivision, Phase 1. The subdivision includes 7 commercial lots consisting of 4.74-acres. The required improvements have been installed and reviewed by City Staff.

The subdivision is located on the north side of Highway 16 and east of S. Johns Ave. The preliminary plat was approved by the City Council on 7/25/2023.

Emmett City Code (ECC) 10-2-4 outlines the procedures for final plat approval. Sub-section 'F' notes that prior to approving or disapproving a plat, "at least one public meeting (deliberation) shall be held by the city council." No public hearing is required for final plat applications and no notice was given (other than posting the meeting agenda). Sub-section 'G' notes that the council may delay their decision pending submission of additional information or approve, or disapprove the final plat application as presented.

Staff Recommendation: Staff recommends approval of the final plat application for Longhorn Acres Subdivision Phase 1 with the site-specific conditions of approval being part of the motion.

**2. APPLICATION & PROPERTY FACTS**

**A. Site Address/Location:**

The site is located on the north side of Highway 16 and east of S. Johns Ave., in Township 06N, Range 01W, Section 17.

**B. Current Owner(s): 97 Main, LLC & 10796 Lake Hazel, LLC**

**C. Applicant(s): Kendall Hancey, Horrocks**

**D. Representative: Kendall Hancey**

E. Present Zoning: C, commercial.

### 3. APPLICATION PROCESS FACTS

A. Application Submittal:

The application for this item was received by the Zoning Department on October 1, 2024.

B. Relevant Ordinances and Required Actions:

The subject application will in fact constitute a Final Plat application, as determined by Emmett City Code 10-4. The City Council must review and make a decision to either grant, grant with conditions, or deny the application.

### 4. SITE SPECIFIC CONDITIONS OF APPROVAL

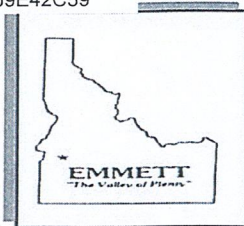
1. The petitioner to supply the city a set of as-built plans on Mylar as well as on CD -Rom or disc in AutoCAD format and PDF format.
2. Completed, signed and recorded Declaration of Covenants, Conditions, and Restrictions (CC & R's) of Longhorn Acres Subdivision.
3. Corrections to the final as required by County Surveyor and Keller Engineering.
4. Final plat must be recorded within 1 year of written approval unless an extension is requested and granted by the City.
5. The applicant is to follow all recording requirements as outlined in ECC 10-2-4K.
6. Within ten (10) days of recording the final plat, new deeds and legal descriptions for all lots shall be prepared and recorded in Gem County Recorder's Office.

Possible Motion:

I would like to make a motion to approve application FP 24-004, Longhorn Acres Subdivision phase 1, and adopt the staff report as part of the approval.

OR

I would like to make a motion to deny application FP 24-004, Longhorn Acres Subdivision phase 1, for the following reason.



### CITY OF EMMETT MASTER PUBLIC HEARING APPLICATION

601 E. 3rd Street, Emmett, Idaho 83617 www.cityofemmett.org phone: (208) 365-9569 fax (208) 365-4651

**TYPE OF APPLICATION:** (Please check all that apply.)

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> ANNEXATION                        | <input type="checkbox"/> DEVELOPMENT AGREEMENT         | <input type="checkbox"/> SUBDIVISION, MODIFICATION |
| <input type="checkbox"/> APPEAL                            | <input type="checkbox"/> REZONE                        | <input type="checkbox"/> VACATION                  |
| <input type="checkbox"/> COMPREHENSIVE PLAN TEXT AMENDMENT | <input type="checkbox"/> SPECIAL USE PERMIT            | <input type="checkbox"/> VARIANCE                  |
| <input type="checkbox"/> COMPREHENSIVE PLAN MAP AMENDMENT  | <input type="checkbox"/> SUBDIVISION, PRELIMINARY      | <input type="checkbox"/> ZONING TEXT AMENDMENT     |
| <input type="checkbox"/> DESIGN REVIEW                     | <input checked="" type="checkbox"/> SUBDIVISION, FINAL |  |
|  | <input type="checkbox"/> SUBDIVISION, COMBINED/MINOR   |  |

PROJECT NAME: Longhorn Acres Subdivision No. 1

**SITE INFORMATION:**

(This information can be found on the Assessor's property information assessment sheet.)

Quarter: NW Section: 17 Township: 6N Range: 1W Total Acres: 4.74 +/-

Subdivision Name (if applicable): Longhorn Acres Subdivision No. 1

Lot: 1-7 Block: 1

Site Address: 1033 E 12th St City: Emmett

Tax Parcel Number(s): RP06N01W173550 Current Zoning: C Current Land Use: Mixed Planned Dev.

**PROPERTY OWNER:**

Name: 97 Main, LLC & 10796 Lake Hazel, LLC

Address: 350 N 9th St, Ste 200

City: Boise State: ID Zip: 83702

Telephone: 208-345-7030 Fax: \_\_\_\_\_

**APPLICANT:**

Name: Kendall Hancey

Address: 2775 W Navigator Dr, Ste 210

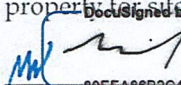
City: Meridian State: ID Zip: 83642

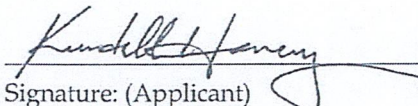
Telephone: 208-895-2570 Fax: N/A

Email: kendall.hancey@horrocks.com

I consent to this application and allow City staff to enter the property for site inspections related to this application.

I certify this information is correct to the best of my knowledge.

  
60EEA86B2C49496...

  
9/24/2024

Signature: (Owner)

Date

Signature: (Applicant)

Date

NOTE: THIS APPLICATION MUST BE SUBMITTED WITH THE APPLICABLE CHECKLIST (S).

OFFICE USE ONLY

File No.: FP24-004 Received By: \_\_\_\_\_ Date: 10-1-24 Fee: \_\_\_\_\_ Receipt No: \_\_\_\_\_

## GEM COUNTY PLAT REVIEW

Plat: Long Horn Acres Subdivision

Preparing Surveyor: Horrocks, Meridian, Idaho

Reviewed By: Keller Associates, Inc. acting as Gem County Surveyor

October 31 2024

### Sheet 1

- 1 Add "Section" before 17 in the title.
- 2 Add the lot line bearings to the west lot lines for Lots 6 and 7.
- 3 Add the area to Lot 7.
- 4 Add the easement width to the easement on the east side of Lot 7.
- 5 Change the line type for the CAE lines along the north side of the lots to match the line type shown in the Legend for CAE.
- 6 The notes don't refer to Right to Farm; verify if it correct as shown.

### Sheet 2

- 1 Change the "Owners Dedication" wording to Owners Certificate.
- 2 In the second paragraph of the Owners Dedication, the wording refers to dedication of public streets. The plat doesn't show any public street dedication. Change to make them consistent.
- 3 Add another paragraph in the Owners Dedication to address IC 50-1334, potable water.







# LONG HORN ACRES SUBDIVISION NO.1

PART OF THE NW 1/4 OF 17, T. 6 N., R. 1 W., B.M.  
CITY OF EMMETT, GEM COUNTY, IDAHO  
-2024-

## RECORDER'S CERTIFICATE

I HEREBY CERTIFY THAT THE FOREGOING PLAT OF LONG HORN ACRES SUBDIVISION NO. 1, IS CORRECTLY RECORDED IN THE DAY OF \_\_\_\_\_, 2024, AT \_\_\_\_\_ AND RECORDED AS INSTRUMENT NO. \_\_\_\_\_.

## BOUNDARY DESCRIPTION

SITUATED IN A PORTION OF THE N.W. 1/4 OF SECTION 17, TOWNSHIP 6 NORTH, RANGE 1 WEST, MERIDIAN 1 WEST, COUNTY OF GEM COUNTY, IDAHO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NW1/6 CORNER OF SAND SECTION 17, FROM WHICH THE NORTH 1/2 CORNER OF SAID SECTION 17, BEARS S.89°27'09"E., 1319.61 FEET; THENCE S.89°27'09"E., 1319.61 FEET TO THE POINT OF BEGINNING; THENCE S.89°27'09"E., 1319.61 FEET TO THE POINT OF BEGINNING; THENCE S.89°27'09"E., 1319.61 FEET TO THE POINT OF BEGINNING; THENCE S.89°27'09"E., 1319.61 FEET TO THE POINT OF BEGINNING;

- 1) S.89°27'09"E., ALONG THE NORTH LINE OF PARCEL C AS SHOWN ON THE PLAT, 1189.04 FEET TO A POINT;
  - 2) S.00°30'21"W., 250.00 FEET TO A POINT LYING ON THE NORTHERLY RIGHT OF WAY OF IDAHO STATE HIGHWAY 16;
  - 3) N.89°30'25"W., ALONG THE NORTHERLY RIGHT OF WAY OF IDAHO STATE HIGHWAY 16, 1108.83 FEET TO A POINT MARKING THE SOUTH EAST CORNER OF ALBERTSON'S SUBDIVISION NO. 1, AS RECORDED AT BOOK 3 PAGE 48 RECORDS OF GEM COUNTY;
  - 4) N.00°27'28"E., ALONG THE EASTERLY BOUNDARY OF SAID ALBERTSON'S SUBDIVISION NO. 1, 250.00 FEET TO THE POINT OF BEGINNING.
- CONTAINING 6.38 ACRES, MORE OR LESS.

COUNTY TREASURER \_\_\_\_\_ DATE \_\_\_\_\_

## HEALTH CERTIFICATE

SANITARY RESTRICTIONS AS REQUIRED BY I.C. §50-1326 HAVE BEEN SATISFIED BASED ON A REVIEW BY A QUALIFIED LICENSED PROFESSIONAL ENGINEER (QPE) REPRESENTING THE CITY OF EMMETT, AND THE QPE APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER. WATER AND SEWER LINES HAVE BEEN COMPLETED AND SERVICES CERTIFIED AS AVAILABLE. SANITARY RESTRICTIONS MAY BE REMOVED, IN ACCORDANCE WITH I.C. §50-1326, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL.

SOUTHWEST DISTRICT HEALTH, EHS \_\_\_\_\_ DATE \_\_\_\_\_

## APPROVAL OF EMMETT CITY COUNCIL

WE, THE MAYOR AND CITY CLERK AND FOR THE CITY OF EMMETT, GEM COUNTY, IDAHO DO HEREBY CERTIFY THAT AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024, THIS PLAT OF LONG HORN ACRES SUBDIVISION NO.1, AND THE STREETS AND ROAD DESIGNATIONS SHOWN HEREON, WERE ACCEPTED AND APPROVED.

MAYOR \_\_\_\_\_ CITY CLERK \_\_\_\_\_

## APPROVAL OF EMMETT ENGINEER

I, THE UNDERSIGNED, CITY ENGINEER FOR THE CITY OF EMMETT, IDAHO, DO HEREBY APPROVE THIS PLAT OF LONG HORN ACRES SUBDIVISION NO.1, AND THE STREETS AND ROAD DESIGNATIONS SHOWN HEREON, AS OF THE DATE OF THIS PLAT.

CITY ENGINEER \_\_\_\_\_ DATE \_\_\_\_\_

## IRRIGATION WATER RIGHTS RELEASE

ALL STATUTORY REQUIREMENTS OF IDAHO CODE HAVE BEEN MET, INCLUDING BUT NOT LIMITED TO, THE REQUIREMENTS FOR IRRIGATION WATER RIGHTS OR SHARES IN AN IRRIGATION COMPANY, OTHER THAN HAVE BEEN AGREED TO IN WRITING BETWEEN DEVELOPER AND IRRIGATION DISTRICT.

IRRIGATION DISTRICT REPRESENTATIVE \_\_\_\_\_ DATE \_\_\_\_\_

## OWNER'S DEDICATION

KNOW ALL MEN BY THESE PRESENTS, THAT THE UNDERSIGNED, MICHAEL N. FERRY, AN IDAHO LIMITED LIABILITY COMPANY, AN IDAHO LIMITED LIABILITY COMPANY, OWNERS OF THE TRACT OF LAND INCLUDED WITHIN THE BOUNDARY DESCRIPTION SHOWN HEREON AND HAS CAUSED THE SAME TO BE DEDICATED TO THE PUBLIC AS SHOWN ON THE PLAT OF LONG HORN ACRES SUBDIVISION NO. 1, AN ADDITION TO THE CITY OF EMMETT, GEM COUNTY, IDAHO.

BE IT FURTHER KNOWN, THAT OWNERS DO HEREBY DEDICATE GRANT AND CONVEY TO THE PUBLIC, ALL RIGHTS AND INTERESTS IN SAID TRACT OF LAND, AND ALSO GRANTS AND CONVEYS TO THE CITY OF EMMETT ALL PUBLIC UTILITY EASEMENTS SHOWN ON THE PLAT AND OWNERS DO HEREBY WARRANT AND AGREE TO DEFEND SUCH DEDICATION AND CONVEYANCES IN THE QUIET AND PEACE, AGAINST EVERY PERSON WHOSEVER LAWFULLY HOLDS OR LATER CLAIMS TO HAVE LAWFULLY HELD ANY RIGHTS IN SAID ESTATE BY OR THROUGH ACTS OF THE OWNER AND NO OTHERS, AS OF THE DATE HEREOF.

OWNER AND ITS HEIRS AND ASSIGNS, SHALL NOT CONSTRUCT ANY PERMANENT STRUCTURE WITHIN OR UPON ANY PUBLIC UTILITY EASEMENT SHOWN HEREON, AND THE CITY OF EMMETT AND ITS SUCCESSORS, ASSIGNS OR HEIRS, SUCCESSORS OR ASSIGNS, SHALL NOT REMOVE, CUT OR TRIM ANY TREES, BRUSH, ORNAMENTAL SHRUBBERY OR PLANT WHICH MAY INJURE OR INTERFERE WITH THE USE THEREOF FOR ITS INTENDED PURPOSES. ANY SUCH TREES, BRUSH, ORNAMENTAL SHRUBBERY OR PLANT CONVERTED TO UNDERGROUND PIPES WILL BE MAINTAINED TO ENSURE ADEQUATE FLOW BY OWNERS SIGNED HEREON.

IN WITNESS WHEREOF, IT HAS HERETO UNTO SETTS SIGNATURE THIS \_\_\_\_\_ DAY \_\_\_\_\_, 2024.

BY: 87 MAIN, LLC  
AN IDAHO LIMITED LIABILITY COMPANY.

BY: MICHAEL N. FERRY, MANAGER

BY: 10796 LAKE HAZEL, LLC.  
AN IDAHO LIMITED LIABILITY COMPANY.

BY: MICHAEL N. FERRY, MANAGER

## ACKNOWLEDGMENT

STATE OF IDAHO )  
COUNTY OF \_\_\_\_\_ )  
ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, BEFORE ME THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID STATE, PERSONALLY APPEARED MICHAEL N. FERRY, KNOWN TO ME TO BE THE MANAGER OF 87 MAIN, LLC, AND THE MANAGER WHO SUBSCRIBED SAID LIMITED LIABILITY COMPANY'S NAME TO THE FOREGOING OWNERS DEDICATION AND THE DRINKING WATER SYSTEM CERTIFICATE AND ACKNOWLEDGED TO ME THAT THE COMPANY'S NAME AS A PERSON AUTHORIZED TO BIND SUCH LIMITED LIABILITY COMPANY.

IN WITNESS WHEREOF, I HAVE HERETO UNTO SET MY HAND AND AFFIXED MY NOTARY SEAL, AND THE YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC FOR THE STATE OF IDAHO  
COMMISSION EXPIRATION DATE: \_\_\_\_\_

## ACKNOWLEDGMENT

STATE OF IDAHO )  
COUNTY OF \_\_\_\_\_ )  
ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, BEFORE ME THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID STATE, PERSONALLY APPEARED MICHAEL N. FERRY, KNOWN TO ME TO BE THE MANAGER OF 87 MAIN, LLC, AND THE MANAGER WHO SUBSCRIBED SAID LIMITED LIABILITY COMPANY'S NAME TO THE FOREGOING OWNERS DEDICATION AND THE DRINKING WATER SYSTEM CERTIFICATE AND ACKNOWLEDGED TO ME THAT THE COMPANY'S NAME AS A PERSON AUTHORIZED TO BIND SUCH LIMITED LIABILITY COMPANY.

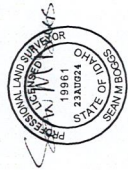
IN WITNESS WHEREOF, I HAVE HERETO UNTO SET MY HAND AND AFFIXED MY NOTARY SEAL, AND THE YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC FOR THE STATE OF IDAHO  
COMMISSION EXPIRATION DATE: \_\_\_\_\_

BY: MICHAEL N. FERRY, MANAGER

BY: 10796 LAKE HAZEL, LLC.  
AN IDAHO LIMITED LIABILITY COMPANY.

BY: MICHAEL N. FERRY, MANAGER



## CERTIFICATE OF COUNTY ASSESSOR

I, THE UNDERSIGNED COUNTY ASSESSOR, IN AND FOR THE COUNTY OF GEM COUNTY, IDAHO, DO HEREBY STATE THAT THIS PLATTING IS ACCEPTABLE FOR ASSESSMENT PURPOSES.

GEM COUNTY ASSESSOR \_\_\_\_\_ DATE: \_\_\_\_\_

SHEET 2 of 2  
2775 W. Navigator Dr.  
Suite 210  
Meridian, Idaho  
Main: 208-895-2520





LOWE HORN  
ACRES



Gem County Assessor

Hollie Ann Strang

415 E Main Street, Room 201 ~ Emmett, Idaho 83617  
Phone: (208) 365-2982 ~ Fax: (208) 365-2163 ~ Email: assessor@co.gem.id.us

Assessor's Office Review for  
Subdivision/Administrative Split/  
Administrative Combo/Property Boundary Adjustment

Date received from DS: 17 OCT 2024 Due Date: 7 NOV 2024 Review #: 1 DS File #: CITY FP

Current parcel numbers: RPOGNO1W17.3550 / RP00188976  
PIN RPOGNO1W17.2400 / RP00188977

The Gem County Assessor's office has reviewed the submitted documents. Our findings are summarized below.

	Compliant	Non-compliant	Not Reviewed	Initials
Conveyances	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>HS</u>
Closures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>HS</u>
Fit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>HS</u>

Comments: - NO BLOCK NUMBER IDENTIFIED ON PLAT.  
- OTHER ISSUES WITH PLAT ALREADY IDENTIFIED  
BY COUNTY SURVEYOR

S Mitchell  
Mapper Signature      6 NOV 2024  
Date Completed

Danielle Linnelle 11/6/24  
Assessor Signature      Date  
Chief Deputy



**CITY OF EMMETT  
PLANNING & ZONING DEPARTMENT**

601 E. 3RD     EMMETT, IDAHO 83617

PHONE: (208) 365-9569

WEB PAGE: WWW.CITYOFEMMETT.ORG

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**STAFF REPORT**

**DESCRIPTION: DAGGER FALLS #2 - FINAL PLAT APPLICATION**

**FILE NUMBER: FP24-003**

**CITY COUNCIL MEETING DATE: NOVEMBER 19, 2024**

**APPLICANT:     MIKE SMITH, APEX LAND GROUP LLC**

**OWNER: APEX LAND GROUP, LLC**

**STAFF PLANNER: BRIAN SULLIVAN**

**1. APPLICATION SUMMARY**

The applicant, Mike Smith, is requesting approval of a Final Plat application for Dagger Falls Subdivision #2, Phase 1. The subdivision includes 37 single-family residential lots. The required improvements have been installed and reviewed by City Staff. The landscaping will not be completed by the council meeting, and the owner is requesting acceptance of a cash bond to guarantee the landscaping is completed. The subdivision is located on the north side of E. 12<sup>th</sup> Street and east of S. Johns Ave. and west of S. Substation Rd. The preliminary plat was approved by the City Council on 11/15/2022.

Emmett City Code (ECC) 10-2-4 outlines the procedures for final plat approval. Sub-section 'F' notes that prior to approving or disapproving a plat, "at least one public meeting (deliberation) shall be held by the city council." No public hearing is required for final plat applications and no notice was given (other than posting the meeting agenda). Sub-section 'G' notes that the council may delay their decision pending submission of additional information or approve, or disapprove the final plat application as presented.

The applicant is requesting a bond in the amount of \$15,045.00 for the following improvement:

1.     Completion of landscaping.

Staff Recommendation: Staff recommends approval of the final plat application with bond for Dagger Falls Subdivision Phase 2 with the site-specific conditions of approval being part of the motion.

**2. APPLICATION & PROPERTY FACTS**

**A. Site Address/Location:**

The site is located on the north side of E. 12th Street and east of S. Johns Ave., and west of S. Substation Rd., in Township 06N, Range 01W, Section 08.

**B. Current Owner(s): Apex Land Group LLC**

C. Applicant(s): Mike Smith, Apex Land Group LLC

D. Representative: Mike Smith

E. Present Zoning: R-1, single-family residential, and P- Public.

### 3. APPLICATION PROCESS FACTS

A. Application Submittal:

The application for this item was received by the Zoning Department on October 2, 2024.

B. Relevant Ordinances and Required Actions:

The subject application will in fact constitute a Final Plat application, as determined by Emmett City Code 10-4. The City Council must review and make a decision to either grant, grant with conditions, or deny the application.

### 4. SITE SPECIFIC CONDITIONS OF APPROVAL

1. The petitioner to supply the city a set of as-built plans on Mylar as well as on CD -Rom or disc in AutoCAD format and PDF format.
2. Completed, signed and recorded Declaration of Covenants, Conditions, and Restrictions (CC & R's) of Dagger Falls Subdivision.
3. Post a bond for 150% of the estimated completion of the landscape and fencing improvements. The amount of the bond is \$15,045.00 with work completed by May 19, 2024.
4. Final plat must be recorded within 1 year of written approval unless an extension is requested and granted by the City.
5. The applicant is to follow all recording requirements as outlined in ECC 10-2-4K.
6. Within ten (10) days of recording the final plat, new deeds and legal descriptions for all lots shall be prepared and recorded in Gem County Recorder's Office.

Possible Motion:

I would like to make a motion to approve application FP 24-003 with bond for Dagger Falls Subdivision Phase 2 and adopt the staff report as part of the approval.

OR

I would like to make a motion to deny application FP 24-003, Dagger Falls Subdivision #2 for the following reason.



# Rivers Edge Landscape

PO Box 444 | Fruitland, ID 83619  
208.230.5069 | Riversedgelandscape@outlook.com

**RECIPIENT:**

**Dagger Falls Subdivision**

Emmett, ID 83619

## Estimate #1402

Sent on Sep 27, 2024

**Total \$10,030.00**

Product/Service	Description	Qty.	Unit Price	Total
Landscape job	Grade all lawn areas, install sprinklers and seed in lawn areas. Sprinklers \$4250.00 Equipment \$900.00 Labor \$4680.00 Seed \$200.00  Total \$10,030.00	1	\$10,030.00	\$10,030.00

**Subtotal** \$10,030.00

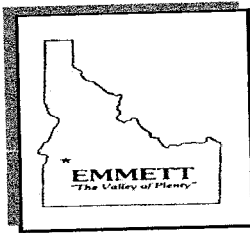
**Exempt (0.0%)** \$0.00

**Total** \$10,030.00

\*\*A 50% deposit is required down on all landscape jobs to be added to the calendar

\*\*\*\*\*THIS IS JUST AN ESTIMATE ANY ADDITIONAL MATERIALS, LABOR OR CHANGES USED AT WORK SITE OR ASKED TO BE ADDED BY THE PERSON IN CHARGE, WILL BE ADDED TO FINAL INVOICE\*\*\*\*\*

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



# CITY OF EMMETT MASTER PUBLIC HEARING APPLICATION

601 E. 3rd Street, Emmett, Idaho 83617 www.cityofemmett.org phone: (208) 365-9569 fax (208) 365-4651

**TYPE OF APPLICATION:** (Please check all that apply.)

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> ANNEXATION                        | <input type="checkbox"/> DEVELOPMENT AGREEMENT         | <input type="checkbox"/> SUBDIVISION, MODIFICATION |
| <input type="checkbox"/> APPEAL                            | <input type="checkbox"/> REZONE                        | <input type="checkbox"/> VACATION                  |
| <input type="checkbox"/> COMPREHENSIVE PLAN TEXT AMENDMENT | <input type="checkbox"/> SPECIAL USE PERMIT            | <input type="checkbox"/> VARIANCE                  |
| <input type="checkbox"/> COMPREHENSIVE PLAN MAP AMENDMENT  | <input type="checkbox"/> SUBDIVISION, PRELIMINARY      | <input type="checkbox"/> ZONING TEXT AMENDMENT     |
| <input type="checkbox"/> DESIGN REVIEW                     | <input checked="" type="checkbox"/> SUBDIVISION, FINAL |  |
|  | <input type="checkbox"/> SUBDIVISION, COMBINED/MINOR   |  |

PROJECT NAME: DAGGER FALLS SUBDIVISION

**SITE INFORMATION:**

(This information can be found on the Assessor's property information assessment sheet.)

Quarter: 06N01W Section: 08 Township: SW Range: SE Total Acres: 40.0

Subdivision Name (if applicable): DAGGER FALLS

Lot: \_\_\_\_\_ Block: \_\_\_\_\_

Site Address: 1722 E 12TH STREET City: Emmett, ID 83617

Tax Parcel Number(s): RP06N01W088400 Current Zoning: A2 - RURAL-AG Current Land Use: AG

**PROPERTY OWNER:**

Name: Apex Land Group LLC

Address: 517 S Whitley Drive

City: Fruitland State: ID Zip: 83619

Telephone: 208-695-4546 Fax: None

**APPLICANT:**

Name: Mike Smith

Address: 517 S Whitley Drive

City: Fruitland State: ID Zip: 83619

Telephone: 208-695-4546 Fax: None

Email: capitolmike@gmail.com

I consent to this application and allow City staff to enter the property for site inspections related to this application.

I certify this information is correct to the best of my knowledge.

[Signature] 9/25/2021

[Signature] 9/25/2021

Signature: (Owner)

Date

Signature: (Applicant)

Date

**NOTE: THIS APPLICATION MUST BE SUBMITTED WITH THE APPLICABLE CHECKLIST (S).**

**OFFICE USE ONLY**

File No.:	Received By:	Date:	Fee:	Receipt No.:
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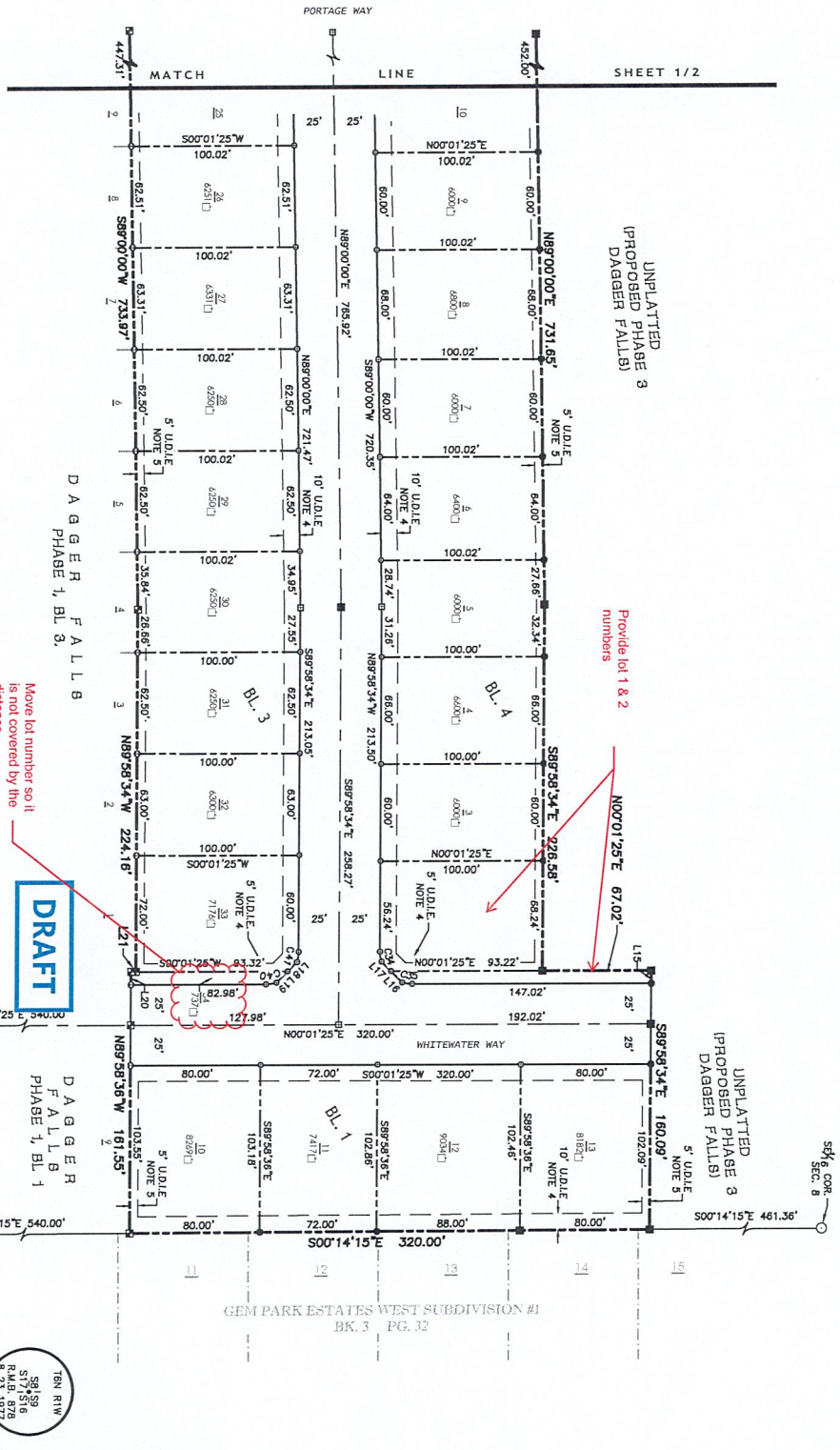
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# DAGGER FALLS SUBDIVISION, PHASE 2

WITHIN THE SW<sup>1</sup>/<sub>4</sub> SE<sup>1</sup>/<sub>4</sub> OF SECTION 8,  
TOWNSHIP 6 NORTH, RANGE 1 WEST, B.M.  
CITY OF EMMETT, GEM COUNTY, IDAHO  
2024

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SHEET 1/2



Provide lot 1 & 2 numbers

Move lot number so it is not covered by the distance

LINE #	DIRECTION	LENGTH
L15	N89°28'34"W	8.00'
L16	N45°01'25"E	9.92'
L17	N45°01'25"E	8.20'
L18	S45°04'48"E	8.00'
L19	S45°04'48"E	9.81'
L20	S89°58'36"E	8.00'
L21	N00°01'25"E	2.88'
L22	S89°58'36"E	8.00'
L23	N45°01'24"E	10.00'
L24	N45°01'24"E	8.47'
L25	S49°08'47"E	9.79'
L26	S49°08'47"E	8.71'
L27	S89°58'36"E	8.00'

CD	LENGTH	POULUS	DELTA	CH. BEARING	L.C.
C24	6.31'	20.00'	18°04'23"	N89°01'14"E	8.28'
C25	6.31'	20.00'	18°04'23"	N09°03'36"E	6.28'
C26	5.02'	20.00'	14°22'54"	S83°48'33"E	5.01'
C27	7.57'	20.00'	21°40'28"	S10°50'14"E	7.52'
C28	5.76'	20.00'	18°29'21"	S89°45'19"W	5.74'
C29	6.12'	20.00'	17°32'10"	S08°46'05"W	6.10'
C40	6.82'	20.00'	18°40'03"	N09°18'37"W	6.49'
C41	6.44'	20.00'	18°27'40"	N89°44'44"W	6.44'

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APEX LAND GROUP  
ATLAS LAND SURVEYING  
PROFESSIONAL LAND SURVEYING SERVICES  
202 NE 9th Street • Fruitland, Idaho 83419  
208-452-6462 (phone/fax) • 208-739-3802  
atlas@atlas-survey.com

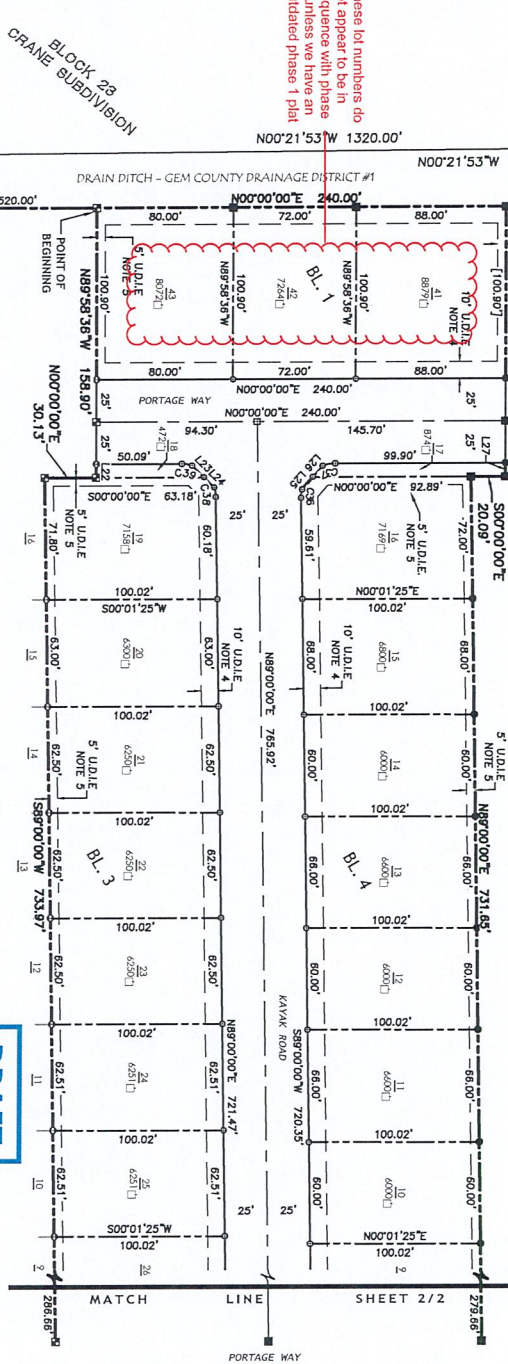


# ~ DAGGER FALLS SUBDIVISION, PHASE 2 ~

WITHIN THE SW $\frac{1}{4}$  SE $\frac{1}{4}$  OF SECTION 8,  
TOWNSHIP 6 NORTH, RANGE 1 WEST, B.M.,  
CITY OF EMMETT, GEM COUNTY, IDAHO  
2024

BLOCK 23  
CRANE SUBDIVISION

UNPLATTED PROPOSED PHASE 3 DAGGER FALLS



DAGGER FALLS  
PHASE 1, BL. 3.

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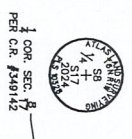


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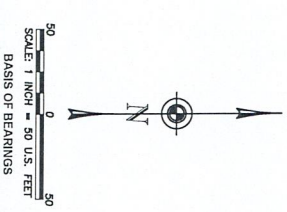
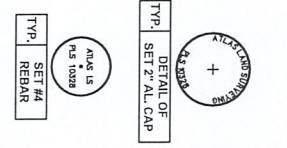
**NOTES**

- 1) THE EXISTING ZONING OF THIS SUBDIVISION IS R-1, SINGLE FAMILY RESIDENTIAL.
- 2) MINIMUM BUILDING ZONING SHALL BE IN ACCORDANCE WITH THE CITY OF EMMETT APPLICABLE ZONING AND SUBDIVISION REGULATIONS IN EFFECT AT THE TIME OF APPLICATION AND SHALL BE SUBJECT TO THE CITY OF EMMETT APPROVED AND OR REVISED, OR AS SHOWN ON THIS PLAT. ALL LOTS SHALL MEET DIMENSIONAL STANDARDS AS ESTABLISHED IN THE ZONING REGULATIONS.
- 3) THE CITY OF EMMETT HAS THE RIGHT OF COMMENT ON THE APPLICABLE ZONING REGULATIONS IN EFFECT AT THE TIME OF COMMENT TO THE CITY OF EMMETT. ANY REDUCTIONS IN SIZE WITHOUT PRIOR APPROVAL OF APPROPRIATE HEALTH OFFICIALS SHALL BE VOID.
- 4) UTILITIES SUBJECT TO A 10 FOOT WIDE PERMANENT PUBLIC EASEMENT FOR UTILITIES (POWER, CABLE TV, TELEPHONE, GAS, ETC), DRAINAGE AND IRRIGATION INFRASTRUCTURE (LABELED 'UTILITY' ALONG THEIR FRONT AND BACK LOT LINES, AND CENTERED ON COMMON LOT LINES AS SHOWN).
- 5) THEIR NORTH BOUNDARIES ARE SUBJECT TO A 5 FOOT WIDE UTILITY ALONG THEIR SOUTH LOT LINES. LOTS 2 AND 18 ALSO HAVE 5 FOOT WIDE UTILITY.
- 6) LOTS 10 & 43 IN BLOCK 1, ARE SUBJECT TO A 5 FOOT WIDE UTILITY ALONG LOT 2 IN BLOCK 1; LOTS 1, 11-14, AND 23 IN BLOCK 2, ARE SUBJECT TO A 10 FOOT WIDE UTILITY ALONG THEIR SOUTH LOT LINES.
- 7) LOTS 18 & 34 IN BLOCK 3, AND LOTS 8, & 17 IN BLOCK 4, ARE HEREBY DEDICATED TO A 10 FOOT WIDE UTILITY ALONG THEIR SOUTH BOUNDARIES, DRAINAGE, AND IRRIGATION EASEMENT AND SHALL BE MAINTAINED BY THE DAGGER FALLS HOMEOWNERS ASSOCIATION.
- 8) EACH PAVED LOT SHALL BE SERVED WITH PRESSURE IRRIGATION, PUBLIC WATER SERVICE, AND SEWER SERVICE.
- 9) NO CONDITIONS, COVENANTS AND RESTRICTIONS ARE FILED FOR THIS SUBDIVISION.
- 10) THIS SUBDIVISION RECOGNIZES IDAHO CODE §22-4903, AGRICULTURAL EXEMPTION, NO AGRICULTURAL OPERATION, AGRICULTURAL FACILITY OR EXPANSION THEREOF SHALL BE OR BECOME A NUISANCE, PRIVATE OR PUBLIC, NONAGRICULTURAL ACTIVITIES AFTER IT HAS BEEN IN OPERATION FOR MORE THAN ONE (1) YEAR, WHEN THE OPERATION, FACILITY OR EXPANSION WAS NOT A NUISANCE AT THE TIME IT BEGAN OR WAS CONSTRUCTED. THE PROVISIONS OF THIS SUBDIVISION SHALL BE APPLICABLE TO ANY AGRICULTURAL OPERATION, AGRICULTURAL FACILITY OR EXPANSION THEREOF.
- 11) THIS SUBDIVISION IS WITHIN FLOOD ZONE WGA "D" NOTED AS YARX OF IDAHO SUBDIVISION MAP NO. 10328.
- 12) LOT/BLOCK NUMBERING CONTINUES FROM DAGGER FALLS PHASE 1



**LEGEND, ABBREVIATIONS**

--- SUBDIVISION BOUNDARY	AL ALUMINUM CORNER
--- EXISTING PARCEL CENTER LINE	--- CORNER
--- BLOCK LINE	--- EASEMENT
--- LOT LINE	--- FOUND MONUMENT
--- LOT LINE EASEMENT	--- MONUMENT
--- FD. BRASS CAP	--- RIGHT-OF-WAY SECTION
--- FD. AL CAP	--- SUB. UTILITY, DRAINAGE & IRRIGATION EASEMENT
--- FD. #5 REBAR/PLAS. CAP	--- SUB. UTILITY, DRAINAGE & IRRIGATION EASEMENT
--- FD. #4 REBAR/PLAS. CAP	--- SUB. UTILITY, DRAINAGE & IRRIGATION EASEMENT
--- SET #5 REBAR W/AL. CAP	--- SUB. UTILITY, DRAINAGE & IRRIGATION EASEMENT
--- SET #4 REBAR W/AL. CAP	--- SUB. UTILITY, DRAINAGE & IRRIGATION EASEMENT
--- SET #3 REBAR W/AL. CAP	--- SUB. UTILITY, DRAINAGE & IRRIGATION EASEMENT
--- SET #2 REBAR W/AL. CAP	--- SUB. UTILITY, DRAINAGE & IRRIGATION EASEMENT
--- SET #1 REBAR W/AL. CAP	--- SUB. UTILITY, DRAINAGE & IRRIGATION EASEMENT
--- INTERIOR MON.	--- SUB. UTILITY, DRAINAGE & IRRIGATION EASEMENT



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PREPARED FOR:  
**APEX LAND GROUP**



INDEX NO. 614-08-2-3-0-00-00  
FILE: 71-08-00-00-00  
DRAWING NO.: B-2171  
SHEET 1 OF 4

## **GEM COUNTY PLAT REVIEW**

Plat: Dagger Falls Subdivision Phase 2

Preparing Surveyor: Atlas Land Surveying, Fruitland, Idaho

Reviewed By: Keller Associates, Inc. acting as Gem County Surveyor

October 15, 2024

### Sheet 1

- 1 Fix the printing of "SF" for the areas of the lots.
- 2 In Note 5, in appears in the last sentence Lots 2 and 16 should be Lot 19 block 3 and Lot 16 Block 4.
- 3 In the notes, it doesn't appear that Note 6 applies to this phase of the subdivision.

### Sheet 2

- 1 Comment 1 for sheet 1 above applies to this sheet also.
- 2 Fix the printing of the call out for Lot 34 Block 3.
- 3 Add the call out for Lot 1 and area 1248 SF and Lot 2 and area 6800 SF in Block 4.

Sheet 3 and 4

No Comments

**City's Strategic Pillars**  
**11/19/2024**

- 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 1 staff member on building plan review. 15%
- Update outdated city ordinances, implement new ordinance-----70% zoning and building only.
- Comprehensive Plan / Zoning and Subdivision compliance overhaul and revisions----- 5%
- Digitalize and organize all building and zoning files and plans----18%

Permits = October 2024: New house = 10, YTD New Houses= 131, Foundation Only =, Commercial =, Duplex =, Tri-plex =, Apartment =, Hangars=, Manufactured Home =,

1. Reviewing plans
2. Started preliminary work on updating our zoning map
3. Daily operations, plan reviews, contractor talks, developer talks, etc.
4. Updates to Title 7, water and sewer, city code
5. Work on updates to ordinances
6. Draft boundary changes for Historic Downtown District
7. Start review comp. plan for compliance with zoning and subdivision ordinances.
8. Start reviewing Design Review Manual for compliance with Comp Plan
9. Review floodplain ordinance for compliance with new legislation
10. Review landscape resubmittal for Longhorn Acres

**NEXT 30 DAYS**

11. Draft ADU Ordinance to bring to zoning commission for workshop
12. Work on Building Department fee increase for permits
13. Construction final walkthrough of Dagger Falls Phase 2
14. Construction drawings Legacy Heights #2
15. Construction drawings Skyhawk East
16. Two development meetings for potential subdivision and annexation

**Zoning Applications**

- Annexation, RP06N02W127390, Cascade Rd., Council, 11/12/24 Approved
- Development Agreement Modification, 2061 S. Washington, lot 4, Coltrin Minor Sub., Council 11/12/24, Approved
- Special Use Permit, 905 E. 4<sup>th</sup> St., Nursery for children and private school, 11/4/2024, tabled for more information
- Final plat, Dagger Falls Phase 2, 11/19/24
- Final plat, Longhorn Acres Phase 1, 11/19/24
- 

***Training:***

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



## ***City's Strategic Pillars***

*November 19, 2024*

- **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%. YTD last year 688/ YTD this year 761 = 101% of goal
- Digitalize Permanent Records – Council Minutes 90%/ Ordinances 50%/ Resolutions 10%
- Records Management/Destruction YTD – 50%

### **Accomplishments since last report**

#### *October Transactions*

- Billings sent – 2456 / E-mail Bills - 906
- ACH (Direct Pay) customers – 786
- Over the counter Water/Sewer payments (checks/cash/cards) – 1725
- Phone Payments - 50
- On-Line Credit Card Payments – 801
- Disconnection late letters mailed - 348
- Water disconnections due to non-payment -36
- New Water/Sewer Accounts opened - 35
- Cemetery Lots Sold/Deeds Issued - 5
- Open/Close Cemetery Lots - 7
- Bartender/ Alcohol/Catering Permits - 12
- Dog License – 4
- Business Registration Certificate – 86
- Vendor Permits/Other License – 3
- Accounts Payable Claims processed – 139 \* \$498,467
- Onboard new employees – 1
- Terminations - 1
- Payroll processed 160 \*\$323,911
- 4<sup>th</sup> Quarter Financial Report
- Bank Reconciliations completed on all accounts thru October
- Balanced and paid all Late Comers Fees
- State Insurance Fund Payroll Report submitted 11/5/24

### **Plan for next 30 days**

- Schedule Audit
- Annual Road Report
- Idaho State Central Registry Report
- Local Government Annual Finance Report
- Dunn & Sam Annual Renewal
- Review and prepare charge off report on uncollected utility accounts



# City of Emmett, Idaho

## Monthly Financial Report

October 2024

### OUR CASH...

#### Account Balances

#### GENERAL FUND

Cash	\$ 341,607
Investments	\$ 4.355M

#### STREET FUND

Cash	\$ 161,739
Investments	\$ 1.461M

#### LIBRARY FUND

Cash	\$ 20,035
Investments	\$ 194,218
Designated Funds	\$ 66,269

#### CEMETERY FUND

Cash	\$ 19,297
Investments	\$ 134,634

#### PERPETUAL CARE FUND

CASH	\$ 5,070
INVESTMENTS	\$ 114,758

#### WATER FUND

Cash	\$ 284,065
Investments	\$ 6.078M
Bond Reserve	\$ 226,643

#### SEWER FUND

Cash	\$ 264,739
Investments	\$ 7.348M
Bond Reserve	\$ 319,338

#### SANITATION FUND

Cash	\$ 64,470
Investments	\$ 143,006

#### TECHNOLOGY FUND

Cash	\$ 16,495
Investments	\$ 140,000

#### GOV'T FUND PROJECTS

ARPA Grant Fund -	\$1,517,287.78
Expended	\$731,000.46
Remaining Principal to use	\$786,287.32
Interest Earned	\$ 91,863.83
Total Funds Available	<b>\$878,151.15</b>
Distribution End Date	12/31/2026

### BUDGET VS. ACTUAL YEAR TO DATE

#### GENERAL FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2024-25 Budget</b>	<b>\$3,569,200</b>	
Revenues to Date	\$ 345,082	10%
Expenditures to Date	\$ 455,177	13%

#### Road & STREET FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2024-25 Budget</b>	<b>\$ 1,054,753</b>	
Revenues to Date	\$ 133,308	13%
Expenditures to Date	\$ 25,319	2%

#### LIBRARY FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2024-25 Budget</b>	<b>\$ 342,047</b>	
Revenues to Date	\$ 7,824	2%
Expenditures to Date	\$ 21,455	6%

#### CEMETERY FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2024-25 Budget</b>	<b>\$ 143,110</b>	
Revenues to Date	\$ 7,178	5%
Expenditures to Date	\$ 6,309	4%

#### WATER FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2024-25 Budget</b>	<b>\$2,140,300</b>	
Revenues to Date	\$ 281,772	13%
Expenditures to Date	\$ 88,110	4%

#### SEWER FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2024-25 Budget</b>	<b>\$2,583,800</b>	
Revenues to Date	\$ 328,861	13%
Expenditures to Date	\$ 75,828	3%

#### SANITATION FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2024-25 Budget</b>	<b>\$ 787,050</b>	
Revenues to Date	\$ 70,927	9%
Expenditures to Date	\$ 60,394	8%

#### TECHNOLOGY UTILITY FUND REVENUES AND EXPENDITURES

<b>Fiscal Year 2024-25 Budget</b>	<b>\$ 101,100</b>	
Revenues to Date	\$ 7,002	7%
Expenditures to Date	\$ 0	0%

### SPECIFIC REVENUES COLLECTIONS AT A GLANCE...

#### PROPERTY TAX COLLECTIONS

<b>Budget</b>	<b>\$2,385,534</b>	
Revenues to Date	\$ 1,998	0%

#### STATE SHARED REVENUE COLLECTIONS

<b>Budget</b>	<b>\$ 815,574</b>	
Revenues to Date	\$ 244,447	30%

#### BUILDING PERMIT REVENUES COLLECTIONS

<b>Budget</b>	<b>\$ 100,000</b>	
Revenues to Date	\$ 30,213	30%



**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

**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. (70% of completion)

**Expenditures requiring authorization from higher and purpose of expenditure**

**No less than Top Ten Accomplishments since last**

- Final Inspection 4 plex and Patriots center
- Blood Pressure Checks
- Hands only CPR
- Maintenance of Engines
- Underground flush and test of hydrants Grocery Outlet
- Albertsons and Tractor Supply inspected
- IFC meetings x2
- Command 2 repairs
- Cascade system is down for inspection

**Plan for next 30 days**

- Re-certify Cascade tanks
- Work on updating agreement with Medical Director
- Explosive gas training/ Rehab team protocol
- Fix gutters station
- Hydrant Testing: 60 Hydrants 25 finished

**Training (See Attached)**

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

<b>Emp, Title</b>	<b>Training/Hours</b>	<b>Date</b>	<b>Location</b>	<b>Cost/Certificate</b>
<b>Chief</b>	<b>Trauma/ 16</b>	<b>11/6-11/8</b>	<b>Sun Valley</b>	<b>\$780</b>
<b>Fire Marshal</b>	<b>MRI Safety/ 2</b>	<b>11/12</b>	<b>Emmett</b>	<b>\$0</b>

## City's Strategic Pillars 11/19/2024 @ 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: The Emmett Public Library is the heart of the community. It provides real and virtual resources for the Gem Community, as well as ever expanding learning and recreational opportunities.**

### ***Library Goals this Budget Year (with percentage of completion to date***

- “Balancing of Efficiencies” with maintaining current level of patron services and library usage (Growth); by supporting the library’s mission, keeping policy mandates in compliance with State of Idaho HB710. **100%**
- Library will implement best practices to manage & update patron accounts, communications, and collection data bases, expand delivery of learning opportunities through in-house, outreach & virtual resources. **75%**
- Library will begin systems update and collections upgrade to RFID system. **5%**
- Library will introduce a pilot program “Creative Aging” to serve senior populations as well as continue to upgrade & develop other Adult/Senior resources & enhancements by exploring grants and partnerships.  
**Grant-pending**
- 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=\$0.00, In-Kind Donations=\$0.00**

- ❖ ***Expenditures requiring authorization from higher and purpose of expenditure-*** None at this time
- ❖ ***Yearly Training list-*** Nov 14 & 15<sup>th</sup> Early Learners Conference

### **No less than Top Ten Accomplishments since last report**

- Updating ALL patron accounts to reflect mandate by State of Idaho-ongoing, ongoing
- KTVB Community Giving Grant submitted for Friends of the Library Creative Aging Program
- Fall Fundraising Extravaganza November 9<sup>th</sup> 11am-4pm Bidding has begun on 101 baskets
- LYNX meeting with new Administrator Brad Smith 10-2
- Idaho Family Reading Week Nov 4<sup>th</sup> -9<sup>th</sup>

### **NEXT 30 DAYS**

- Library Board Meeting 11-21
- Begin using LYNX E-mail notices system directly from Emmett Public by end of 2024
  - Research RFID & begin steps to implement, meeting 11-20
  - Recruit new library board member to replace resigning member
    - Friends of the Library Lobby Bazaar 11-18 to 12-7

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



## City of Emmett Police Department

### 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

#### ***Police Department Goals this Budget Year (with percentage of completion to date)***

- Retain 100% of Staff for no less than 5 years. (Current 5-14 2 are on their 5<sup>th</sup> year this year)
- 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 4<sup>th</sup> Street). (20%)
- 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.

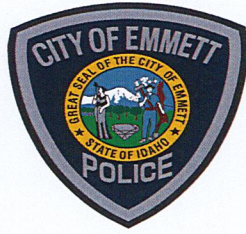
#### ***Expenditures requiring authorization from higher and purpose of expenditure***

##### ***No Less than Top Ten Accomplishments Since Last***

- Assisting Council with creating on ordinance for roundabouts. 10-31
- Officer Maldonado has started phase I. 11-14
- Officer Garcia. Has is in phase II. 11-14
- 1 applicant in backgrounds for the 2 openings in patrol. Other applicant has accepted a conditional with a start date of December 2. 11-14
- Interviews have been set up for ordinance position. We have 3 applicants. Interviews were completed 11-14-24 11-14
- Met with School admin. Oct. 16 and will be submitting an agreement about the fulltime position to council soon. 10-31
- Have 2 Officers on light duty assisting with admin duties and investigations. Sgt Leatherman will be returning to full time Nov. 11. 10-31
- Still need to finish up stranger danger with kindergarten classes at Shadow Butte and Preschool. 10-31
- Received the Year Long Grant for traffic enforcement from ITD. This has been Granted. 10-31
- Working with school, road departments, sheriff department, ITD and other city officials with creating a school safe zone on hwy 16/52 from substation to mill RD. Meeting again in November (this week). Will be mentioning the concerns about 4<sup>th</sup> and Washington. 11-14
- Put Graphics on Detective Neely's car promoting domestic violence awareness. 10-31
- Have assigned Officer Hall to be the contact person with the school bus garage because of the increase of violations involving school busses. 10-31
- Working on improving advertisement of open positions both ordinance and patrol. Added this to our website both the front page and Police Link also have added that we are hiring on the back of Sgt. Leatherman's patrol car because he is in charge of recruitment.
- Talking to a second company about switching to 9mm. 11-14-24

##### ***Plan for next 60 days***

- Investigations Tech is looking into a grant that will provide us with software and hardware for cell phones forensics investigations. This is on hold until after the class Mike Darling attends in January. 9-18-24
- Add Electric mobile devices to city ordinances that pertain to not allowing them on the sidewalk down town.
- Create a food truck ordinance. 10-18
- Updating duty Pistols from 40 cal. To 9mm. 9-18
- School district is getting a grant for radios and during process of this have found out how to connect EMS with LE and Fire. 6-20-24 need to follow up on this. 10-17



## EMMETT POLICE DEPARTMENT

### October Patrol Statistics

	TOTAL
Felony Arrests - Male	0
Felony Arrests - Female	1
Misd. Arrests - Male	5
Misd. Arrests - Female	3
Traffic Stops	64
Infraction Cite	23
Dispatched Calls	387
Officer Initiated	25
Reports	47
Dogs Taken to Pound	2
Ordinance Calls	5

#### Community Involvement

Met with ITD, School District Admin and other officials to discuss making School Zones on Hwy 16 & 52.

Taught Stranger Danger to K & 1st grade students at Carberry, Butte View & Shadow Butte

Attended the First Responder's and Carberry Trunk-or-Treat.

Attended community Event at Library



<b>Nature</b>	<b>Reported</b>
Disorderly	21:51:35 10/31/24
Alarm Bus	19:21:34 10/31/24
Medical	18:57:11 10/31/24
Ord Viol EPD	13:57:29 10/31/24
Child Abuse	13:19:58 10/31/24
Parking Problem	12:51:39 10/31/24
Animal Found	11:40:19 10/31/24
Traffic Stop	11:35:29 10/31/24
Burglary Att	22:43:13 10/30/24
Welfare Check	22:06:28 10/30/24
Welfare Check	18:34:37 10/30/24
Traffic Stop	17:18:53 10/30/24
Traffic Stop	15:24:12 10/30/24
Suspicious	12:39:08 10/30/24
Battery	12:25:15 10/30/24
Traffic Stop	11:14:05 10/30/24
Traffic Stop	10:35:44 10/30/24
Runaway	06:01:47 10/30/24
Medical	23:55:38 10/29/24
Alarm Medical	23:19:48 10/29/24
Medical	20:47:57 10/29/24
Suspicious	18:48:23 10/29/24
Accident HR	17:17:43 10/29/24
Accident PD	17:13:08 10/29/24
Accident PD	17:06:09 10/29/24
Theft	17:03:33 10/29/24
Traffic Compl	16:33:22 10/29/24
Stray Dog	16:30:46 10/29/24
Trespassing	15:52:09 10/29/24
Medical	08:02:49 10/29/24
Medical	07:06:55 10/29/24
Alarm Medical	00:54:41 10/29/24
Medical	23:09:52 10/28/24
Accident PD	19:08:08 10/28/24
OHV VIOLATION	18:14:50 10/28/24
CPO NCO Viol	17:08:33 10/28/24
Threats	15:01:00 10/28/24
Trespassing	14:40:49 10/28/24
Traffic Stop	13:33:33 10/28/24
Traffic Stop	13:20:04 10/28/24
Accident HR	11:28:55 10/28/24
Property Damage	09:28:03 10/28/24
Suspicious	21:10:37 10/27/24
Traffic Stop	17:50:28 10/27/24

911 AHM	17:18:41 10/27/24
Traffic Hazard	16:48:02 10/27/24
Alarm	16:18:55 10/27/24
Traffic Stop	15:49:14 10/27/24
Traffic Stop	15:40:09 10/27/24
Fire Vehicle	13:11:57 10/27/24
Traffic Stop	11:51:13 10/27/24
Medical	11:50:17 10/27/24
Traffic Stop	11:20:29 10/27/24
Threats	11:09:54 10/27/24
Traffic Stop	09:39:18 10/27/24
Traffic Stop	09:06:16 10/27/24
Traffic Stop	08:53:32 10/27/24
Traffic Stop	08:32:15 10/27/24
Alarm Fire	05:00:01 10/27/24
ABANDONED VEH	02:19:13 10/27/24
Suspicious	01:24:16 10/27/24
Information	19:22:26 10/26/24
Traffic Stop	18:46:22 10/26/24
Theft	17:17:22 10/26/24
Traffic Stop	16:36:54 10/26/24
Traffic Stop	16:21:30 10/26/24
Traffic Stop	15:25:18 10/26/24
Traffic Stop	14:59:16 10/26/24
Medical	14:54:47 10/26/24
Stray Dog	14:20:16 10/26/24
911 AHM	13:43:16 10/26/24
Traffic Hazard	12:00:50 10/26/24
Traffic Stop	11:50:00 10/26/24
Traffic Stop	11:34:16 10/26/24
Medical	09:44:37 10/26/24
Suspicious	23:41:30 10/25/24
Traffic Hazard	22:13:50 10/25/24
Welfare Check	21:48:21 10/25/24
Custodial Int	18:20:29 10/25/24
Disorderly	17:32:12 10/25/24
Information	16:06:18 10/25/24
Ord Viol EPD	15:50:22 10/25/24
Lost Property	14:47:07 10/25/24
Medical	14:28:58 10/25/24
Traffic Stop	14:23:49 10/25/24
911 AHM	13:28:21 10/25/24
Found Property	13:01:06 10/25/24
Burglary Att	12:47:33 10/25/24
Harassment	12:35:10 10/25/24

Ord Viol EPD	12:25:52 10/25/24
Mental Issue	12:04:22 10/25/24
Theft	11:14:37 10/25/24
Traffic Stop	09:29:06 10/25/24
Traffic Stop	07:35:13 10/25/24
Traffic Stop	05:11:41 10/25/24
Medical	01:18:26 10/25/24
Medical	00:19:04 10/25/24
Suspicious	21:58:02 10/24/24
Disorderly	20:01:40 10/24/24
Stray Dog	19:10:12 10/24/24
Battery	18:01:34 10/24/24
Theft	17:47:10 10/24/24
Accident PI	17:39:03 10/24/24
Traffic Stop	16:45:04 10/24/24
Animal Lost	16:41:40 10/24/24
Traffic Stop	16:10:04 10/24/24
Traffic Stop	14:35:14 10/24/24
Traffic Stop	13:42:22 10/24/24
Animal Found	12:32:50 10/24/24
Traffic Stop	11:45:47 10/24/24
Suspicious	03:56:07 10/24/24
Suspicious	23:00:41 10/23/24
Traffic Stop	21:15:53 10/23/24
Found Property	16:18:19 10/23/24
Threats	14:08:53 10/23/24
Alarm Bus	08:15:32 10/23/24
Truancy	08:09:04 10/23/24
Traffic Stop	05:05:06 10/23/24
Welfare Check	01:23:54 10/23/24
Suspicious Veh	00:50:50 10/23/24
Burglary Res	22:33:44 10/22/24
Suspicious	21:24:11 10/22/24
Medical	21:18:31 10/22/24
Open Door	20:45:33 10/22/24
Traffic Compl	20:05:49 10/22/24
Open Door	19:58:11 10/22/24
Traffic Compl	18:41:53 10/22/24
Alarm Bus	13:43:57 10/22/24
Traffic Compl	13:25:16 10/22/24
Threats	12:30:00 10/22/24
Traffic Stop	12:29:40 10/22/24
911 AHM	11:50:21 10/22/24
Traffic Compl	11:23:45 10/22/24
Ord Viol EPD	10:45:15 10/22/24

Animal Cmplnt	01:11:58 10/22/24
Alarm Fire	18:59:23 10/21/24
Animal Cmplnt	18:23:07 10/21/24
CPO NCO Viol	18:22:09 10/21/24
Threats	17:45:48 10/21/24
Traffic Stop	17:26:32 10/21/24
Accident PD	17:24:42 10/21/24
Traffic Stop	16:43:24 10/21/24
Traffic Hazard	16:39:05 10/21/24
Traffic Compl	15:22:41 10/21/24
Traffic Stop	15:13:38 10/21/24
Battery	12:17:39 10/21/24
Traffic Stop	10:53:06 10/21/24
Extra Patrol	09:59:04 10/21/24
Fire Structure	06:26:37 10/21/24
Suspicious Veh	01:30:57 10/21/24
Suicidal Subj	00:36:08 10/21/24
Welfare Check	20:59:56 10/20/24
Welfare Check	20:34:16 10/20/24
Disturb Peace	18:56:43 10/20/24
Welfare Check	18:13:03 10/20/24
Unattended Dth	12:30:39 10/20/24
Civil Compl	09:58:44 10/20/24
Traffic Stop	08:08:11 10/20/24
Prowler	00:41:15 10/20/24
Disturb Peace	00:25:45 10/20/24
Unwanted Subj	22:59:45 10/19/24
Suspicious	20:06:34 10/19/24
Traffic Stop	19:11:31 10/19/24
Traffic Compl	16:25:14 10/19/24
DUI	16:00:00 10/19/24
Stray Dog	15:05:22 10/19/24
Unwanted Subj	12:41:00 10/19/24
Civil Compl	11:29:44 10/19/24
Parking Problem	11:28:04 10/19/24
Threats	09:37:02 10/19/24
Unlawful Entry	07:00:08 10/19/24
Alarm Bus	01:33:10 10/19/24
Threats	01:27:37 10/19/24
Suspicious	01:15:52 10/19/24
Battery	00:17:00 10/19/24
Medical	23:50:17 10/18/24
Traffic Stop	22:47:20 10/18/24
Traffic Compl	22:05:00 10/18/24
Disorderly	21:22:34 10/18/24

Traffic Stop	18:25:41 10/18/24
Custodial Int	18:20:50 10/18/24
Traffic Stop	18:17:26 10/18/24
Traffic Stop	17:57:03 10/18/24
Illegal Burning	16:33:12 10/18/24
Medical	08:33:07 10/18/24
Traffic Stop	08:03:17 10/18/24
Traffic Stop	04:20:21 10/18/24
Suspicious	02:05:36 10/18/24
Suspicious	23:57:06 10/17/24
ABANDONED VEH	23:36:58 10/17/24
Unknown Problem	22:01:15 10/17/24
Suspicious	21:52:58 10/17/24
Traffic Stop	20:35:05 10/17/24
Sex Offense	14:47:32 10/17/24
Hazard	14:26:54 10/17/24
Trespassing	14:14:35 10/17/24
Extra Patrol	12:52:20 10/17/24
Suspicious Veh	12:18:59 10/17/24
Alarm Fire	10:46:16 10/17/24
Animal Lost	08:35:34 10/17/24
Burglary Bus	07:15:07 10/17/24
Traffic Stop	05:46:21 10/17/24
Suspicious	04:26:48 10/17/24
Medical	02:41:51 10/17/24
Burglary Att	23:24:39 10/16/24
Animal Cmplnt	18:18:09 10/16/24
Juvenile Prob	17:13:52 10/16/24
Bus Violation	16:50:01 10/16/24
Extra Patrol	15:55:53 10/16/24
Accident PD	12:15:05 10/16/24
Suicidal Subj	10:46:35 10/16/24
Sex Offense	10:42:00 10/16/24
Parking Problem	05:10:36 10/16/24
Open Door	02:00:16 10/16/24
Accident PD	20:45:55 10/15/24
Ord Viol EPD	18:08:50 10/15/24
Missing Person	18:07:39 10/15/24
Ord Viol EPD	17:09:02 10/15/24
Extra Patrol	16:59:28 10/15/24
Traffic Compl	16:57:59 10/15/24
Welfare Check	16:55:24 10/15/24
Welfare Check	15:56:50 10/15/24
Information	13:21:14 10/15/24
Welfare Check	11:08:31 10/15/24

Accident PD	09:45:35 10/15/24
Littering	08:51:26 10/15/24
Alarm Bus	20:50:17 10/14/24
Harassment	19:26:26 10/14/24
Fire Gas Leak	18:39:15 10/14/24
Welfare Check	16:07:50 10/14/24
Public Assist	15:44:05 10/14/24
Alarm Res	13:03:45 10/14/24
Found Property	12:26:44 10/14/24
Fire Gas Leak	12:08:39 10/14/24
Mental Issue	10:37:59 10/14/24
Controlled Burn	07:44:44 10/14/24
Medical	06:52:04 10/14/24
Suspicious Veh	22:45:40 10/13/24
Suspicious	20:32:46 10/13/24
Animal Cmplnt	18:01:55 10/13/24
Livestock Other	16:58:45 10/13/24
Warrant Arrest	16:32:54 10/13/24
Unwanted Subj	14:37:45 10/13/24
Animal Cruelty	13:13:40 10/13/24
Shoplifting	10:09:33 10/13/24
Stray Dog	10:08:10 10/13/24
Sex Offense	09:35:50 10/13/24
Public Assist	08:30:38 10/13/24
Unattended Dth	07:31:25 10/13/24
Extra Patrol	22:27:20 10/12/24
Disturb Peace	18:58:41 10/12/24
Medical	18:45:14 10/12/24
Traffic Compl	18:12:08 10/12/24
Information	15:46:05 10/12/24
Accident PI	12:29:47 10/12/24
Suicidal Subj	09:36:46 10/12/24
Civil Compl	08:02:14 10/12/24
Parking Problem	07:54:34 10/12/24
Traffic Stop	07:13:54 10/12/24
Traffic Stop	02:56:42 10/12/24
Suspicious Veh	00:00:37 10/12/24
Information	22:13:31 10/11/24
Suspicious Veh	22:03:09 10/11/24
Disturb Peace	20:03:41 10/11/24
Disturb Peace	19:25:31 10/11/24
Sex Offense	17:36:01 10/11/24
Harassment	15:57:17 10/11/24
Public Assist	14:59:34 10/11/24
Traffic Stop	14:58:20 10/11/24

911 AHM	14:09:01 10/11/24
OHV VIOLATION	13:47:43 10/11/24
Medical	13:27:58 10/11/24
Unknown Problem	11:47:32 10/11/24
Theft	10:45:34 10/11/24
Threats	09:55:55 10/11/24
Property Damage	09:36:08 10/11/24
Traffic Stop	07:52:31 10/11/24
Traffic Stop	04:53:22 10/11/24
Suicidal Subj	00:16:05 10/11/24
Custodial Int	20:39:59 10/10/24
Suicidal Subj	19:15:07 10/10/24
Suspicious	14:08:28 10/10/24
Medical	13:53:33 10/10/24
Animal Cruelty	13:05:42 10/10/24
CPO NCO Viol	09:34:49 10/10/24
Parking Problem	08:42:07 10/10/24
Traffic Hazard	07:01:26 10/10/24
Traffic Stop	05:10:08 10/10/24
Suspicious Veh	04:03:09 10/10/24
Welfare Check	03:08:08 10/10/24
Alarm Res	02:49:53 10/10/24
Medical	21:09:28 10/09/24
Sex Offense	20:07:17 10/09/24
Domestic	16:20:13 10/09/24
Vape/Tob Vio	16:12:03 10/09/24
Suicidal Subj	14:39:42 10/09/24
Elder Abuse	13:06:11 10/09/24
Juvenile Prob	12:33:11 10/09/24
Harassment	11:39:50 10/09/24
Found Property	11:15:41 10/09/24
Information	10:14:38 10/09/24
Alarm Medical	10:00:22 10/09/24
Alarm Bus	09:33:14 10/09/24
Vape/Tob Vio	08:54:27 10/09/24
Extra Patrol	08:16:18 10/09/24
Suspicious Veh	05:30:20 10/09/24
Traffic Stop	04:29:53 10/09/24
Disturb Peace	22:52:50 10/08/24
911 AHM	20:13:29 10/08/24
911 AHM	18:01:45 10/08/24
Fraud	16:54:44 10/08/24
Harassment	14:01:04 10/08/24
Ord Viol EPD	13:56:37 10/08/24
Welfare Check	12:37:26 10/08/24



Threats	10:46:16 10/08/24
911 AHM	19:31:59 10/07/24
Traffic Stop	18:05:34 10/07/24
911 AHM	16:16:56 10/07/24
Welfare Check	15:57:21 10/07/24
Sex Off Verif	14:41:16 10/07/24
Fraud	13:54:24 10/07/24
Traffic Stop	13:30:27 10/07/24
Traffic Hazard	12:45:22 10/07/24
Bus Violation	11:49:57 10/07/24
Fraud	09:55:41 10/07/24
Warrant Arrest	07:21:08 10/07/24
Suicidal Subj	04:47:53 10/07/24
Suspicious	02:04:39 10/07/24
911 AHM	22:20:06 10/06/24
Lost Property	20:02:06 10/06/24
Traffic Compl	19:38:06 10/06/24
Welfare Check	17:55:48 10/06/24
Public Assist	16:09:08 10/06/24
Traffic Stop	15:33:16 10/06/24
Disorderly	13:41:52 10/06/24
Traffic Hazard	13:33:00 10/06/24
Custodial Int	13:15:12 10/06/24
Traffic Compl	11:57:32 10/06/24
Traffic Stop	08:45:28 10/06/24
Welfare Check	02:45:44 10/06/24
Disturb Peace	00:30:27 10/06/24
Disturb Peace	18:39:10 10/05/24
Public Assist	18:16:34 10/05/24
Harassment	17:19:42 10/05/24
Mental Issue	17:12:57 10/05/24
Wanted Person	15:48:08 10/05/24
911 AHM	13:46:19 10/05/24
Ord Viol EPD	12:52:07 10/05/24
Suspicious	10:18:02 10/05/24
Mental Issue	09:32:19 10/05/24
Unwanted Subj	08:50:51 10/05/24
Medical	02:35:19 10/05/24
Medical	02:31:43 10/05/24
Stray Dog	19:55:02 10/04/24
Custodial Int	19:15:22 10/04/24
Public Assist	16:20:19 10/04/24
Funeral Escort	11:04:27 10/04/24
Welfare Check	09:36:01 10/04/24
Harassment	09:07:43 10/04/24

Burglary	00:00:00 10/04/24
Bus Violation	20:20:32 10/03/24
Disturb Peace	17:23:00 10/03/24
Agency Assist	15:54:49 10/03/24
Juvenile Prob	15:22:12 10/03/24
Public Assist	14:39:48 10/03/24
Stray Dog	14:39:25 10/03/24
Agency Assist	13:39:07 10/03/24
Agency Assist	13:36:38 10/03/24
Suspicious	13:15:33 10/03/24
Burglary Res	10:52:11 10/03/24
Medical	08:57:57 10/03/24
CPO NCO Viol	17:57:02 10/02/24
Juvenile Prob	15:35:52 10/02/24
Battery	14:52:33 10/02/24
Suspicious	13:18:03 10/02/24
Animal Cmplnt	12:57:49 10/02/24
Medical	11:04:53 10/02/24
Fraud	09:07:17 10/02/24
Traffic Hazard	08:12:26 10/02/24
Open Door	23:56:28 10/01/24
Agency Assist	22:31:54 10/01/24
Animal Cmplnt	19:18:44 10/01/24
Custodial Int	14:49:06 10/01/24
Suspicious Veh	13:43:25 10/01/24
Accident PD	11:15:23 10/01/24
Funeral Escort	10:46:08 10/01/24
Parking Problem	09:59:52 10/01/24

**City's Strategic Pillars**  
**11/19/24**

- 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

EXPENDITURE REQUIRING AUTHORIZATION / PURPOSE OF EXPENDITURE

- 10/08/24 Black Mountain Software Inc, Water - \$7,909.00
- 10/07/24 Idaho Department of, WWTP - \$5,239.14
- 10/15/24 Keller Associates, 12<sup>th</sup> Lift Station Upgrades - \$10,750.00
- 10/15/24 Keller Associates, 12<sup>th</sup> & Sub Intersection - \$7,499.50
- 10/02/24 KJ Custom Builders LLC, Public Works - \$8,088.47
- 10/17/24 Core & Main, 1” Meters - \$9,445.92
- 10/17/24 Consolidated Supply Co, Wardwell/Mckinley - \$22,565.00
- 10/17/24 Consolidated Supply Co, Wardwell/Mckinley - \$36,281.57
- 10/31/24 Fieldturf USA, Inc, Pickleball Court - \$216,419.74
- 11/01/24 Morrow Electric, Well #6 - \$41,000.00

TRAINING

- 10/23/24 ATSSA Certified Flagger Training, 18 Employees \$40 each.

ACCOMPLISHMENTS SINCE LAST REPORT

1. Completed concrete pour for pickleball courts.
2. Completed certified flagger training for all public works employees.
3. Completed sending out Lead and Copper Letters.

PLAN FOR NEXT 30 DAYS

1. Starting grant application for 12th St and Substation intersection. Complete 8/1/24
2. 12th and Substation Intersection Review with Keller Associates continued.
3. Continuing our efforts to mitigate I&I. Ongoing
4. Sewer manhole - grout and/or replacement for those leaking water. Completing Fall '24
5. Repair bad water valves and water valve boxes. Ongoing.
6. Water valve exercise for all water distribution valves.
7. Upgrade fire hydrants older than 18 years.
8. Design new storm system at Washington and E Main.
9. Meet with ITD to discuss findings of HWY 16 Public Meetings.
10. Upgrading signage throughout town in Right of Way.
11. Work on finishing GIS-ing of utilities in new subdivisions.
12. Started lead and copper report for IDEQ/EPA
13. Repair cemetery for summer and fertilization and irrigation.
14. Annual Backflow Testing Notification continued.
15. Review updates and process with ITD SH-16, SH-44, to SH-52.
16. Started patching asphalt cuts that took place during winter
17. Working with commercial and residential developments
18. Preparing 10th and Commercial for storm drain upgrades
19. Backwash water treatment plant.
20. Started demo of piping for Well #6 Upgrade Project.
21. Working with contractors for city right of way improvements on S Johns Ave for Gem Valley Townhomes.

22. Winterizing city facilities.
23. Fixing potholes throughout town.
24. Run staff through winter process as a refresher of safety and policy.
25. Trimming of trees in the city right of way throughout the town.

**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. **92% Locust Booster will be last major site to complete.** Locust fiber will be summer/fall 2025 target.
- Migrate all servers to cloud over the next 5 years. **35% SysAdmin, Library, Public Works converted to SharePoint cloud storage. Clerks are on deck.**
- Complete Geographic Information System mapping of all city infrastructure assets (ongoing). **85% Dagger Falls meters complete Phase 1. Gem Valley Townhomes and Long Horn up next.**
- Convert city network from a bridged configuration to routed. **45% Initial plan and IP address scheme done. Converted City Park, Highlands Booster, Fire Department, Industrial Park, Tin building, Airport and Cemetery thus far.**
- ARPA Projects and Reporting completion. **70% Locust Water/Sewer/Fiber rehab project to complete.**

**Expenditures requiring authorization from higher and purpose of expenditure**

- None

**Training last 30 days**

**No less than Top Ten Accomplishments since last report**

1. Replace weather station at airport
2. Synology 3 vcenter hypervisor update
3. PD Archive drive roll out
4. Sharepoint notifications generation for schedule
5. SWET/Printer fix PD
6. Rack shelf install for Synology City Hall
7. Replace PTP link antenna Blaser Park
8. Door code updates ball fields
9. Remote lock install Dagger Falls hut
10. FTTH box installs x5
11. Tower antenna issue for Anthem
12. Fiber terms form update
13. SWET user updates
14. Cradlepoint link changes for EPD
15. EPL OneNote setup
16. Locust auto gate project

**Plan for next 30 days**

17. IRON statewide north-south fiber build help	18. Emmett Fiber customer notification system
19. Dagger Falls phase 2 main fiber cable install	20. Cameras and radio link 12 <sup>th</sup> /substation
21. Long Horn sub phase 1 main fiber cable install	22. Ubiquiti Door lock conversion testing
23. Splicing and homes online Dagger Falls phase 1	24. Impact Fees committee
25. IOT Vlans setup on corporate network	26. Anthem broadband agreement addendum
27. Highlands battery backup replacement	28. Judo/16 Fiber project