



**AGENDA
PAYETTE CITY COUNCIL
SEPTEMBER 3, 2013
REGULAR MEETING**

HONORABLE MAYOR JEFFREY T. WILLIAMS PRESIDING

**GEORGIA HANIGAN MARK HELEKER
LEE NELSON IVAN MUSSELL
CRAIG JENSEN JEFF SANDS**

7:00 PM – Regular Meeting

I.	ROLL CALL	
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XII. MAYOR'S COMMENTS

XIII. CITIZEN'S COMMENTS
(Limited to 5 minutes per person, at the discretion of the Mayor)

XIV. ADJOURNMENT

Any person needing special accommodations to participate in the above noticed meeting should contact the City at least 5 days before the meeting at 700 Center Avenue or at 642-6024.

**MINUTES
PAYETTE CITY COUNCIL
Public Hearing & Regular Meeting
August 19, 2013**

ROLL CALL

Council Present: Mayor Jeff Williams, Georgia Hanigan, Craig Jensen, Mark Heleker, Lee Nelson, Ivan Mussell and Jeff Sands

Absent: None

Staff Present: Mary Cordova, City Coordinator; Doug Argo, City Engineer; Mark Clark, Police Chief; Steve Castenada, Fire Chief and Becky Lynch, Administrative Services Clerk

6:00 PM – Public Hearing

A. Proposed budget for fiscal year 2014 –

Clerk Cordova presented a Power Point presentation of the budget. Councilman Heleker asked about the unencumbered funds used in each fund to balance the budget. The Street Fund is utilizing about \$125,000 in unencumbered funds. If use all this year the street fund would have about 18% of fund balance. Councilman Mussell asked about the tax impact on an owner with property valued at \$100,000. It was mentioned the tax, with homeowner's exemption, would be roughly \$575. The Mayor mentioned lowering the levy rate and if there is anything left to be done to do so.

Police Chief Mark Clark addressed the Council to reiterate his support of the budget, specifically his department. In July his department had the highest group of calls that he can remember, almost 700. He needs people and he tries to keep the department well and good for the future. Our police department serves health and welfare, mental health, and handles calls from the Sheriff's Office and internal investigations. We respond to calls pertaining to the Health District, airport, parks and golf course. We also house the tri-county drug task force. His key personnel are here tonight and they are here because they're interested what happens. We have the tri-county drug task force. He asked for the Council's support in his department, including the additional staff and the 3% raise. The Mayor mentioned we also have Rose Advocates, two major rivers, the highway and a railroad which impacts our community. We need to stay a positive and active presence in our community. Councilman Heleker spoke for the school district and the importance of having a school resource officer available. There is a negative impact in the school if the SRO is not there. He would love the force to remain strong enough to keep the SRO. Chief Clark said the department is pulling people off of special pro-active duties just to respond and take care of daily items. We're the county seat and we need to lead the way.

Fire Chief Steve Castenada said he agrees with Chief Clark. The City should stay on top of equipment purchases and his department needs a different type of engine to fight fires on Perry Drive, Hughes Drive, Greenbelt and by Highway 52. We need to be prepared for those types of fires. We need to keep moving forward. Councilor Hanigan asked about the next step to positively affect homeowner's insurance rates. Chief Castenada said we would need to have another ladder truck. Councilor Sands asked if the money designated remain earmarked for the truck. Clerk Cordova said the money will be restricted for the purchase of a truck or for a grant match for a truck.

Randy Fales, Parks Superintendent, addressed the Council. He wants to keep the parks as nice looking as we possibly can. He has a \$10,000 lawnmower in the budget and it's a necessary item. If the lawnmower doesn't start we can't mow. In this past year, Darrell received his arborist certification. He said the pumps are still operating; there are daily maintenance items, broken sprinklers daily. The department painted the shop and they are getting the park ready for the car show. Councilor Hanigan said the mower has been before the Council for 2 – 3 years. Randy said a mower runs about 30 hours a week and the mower he's replacing is from 1999. The Mayor asked if Randy feels his time working at the pool takes away from the parks. He said it does and he and Darrell complete a majority of the maintenance at the pool facility.

Jake Hust, Water Superintendent, addressed the Council. He said with the recent personnel changes they're learning new things every day. The City has aging infrastructure and fire hydrants and his department works towards getting those items replaced and people trained. It also affects the fire rating. He said they're replacing old worn out items. Councilor Hanigan asked about the water meters in the budget – if they were on going. Jake mentioned we replace so many each year. We are adding some radio read modules to existing meters. Councilor Nelson asked if we have the capability to notify customers when something happens immediately. Eventually, yes, but not right now.

Street Superintendent, Jamie Couch said he has no expensive items or projects in his budget. He needs to replace a 1982 truck with a used truck from an auction. He is cost sharing the bucket truck with the parks.

Randy Schwartz – In my budget – high ticket maintenance items – pumps and new permit coming up. Also the TV unit. Having phone conversations with permit writers and Region 10 going to be in Boise to look at the facility tomorrow. The permit can open up quite an expense.

Colleen Bonnell – big changes at the library – learning curve, things have been more expensive and they're adjusting. Closed Monday's to the public. Very busy. People using computers and Wi-Fi and checking out books. Nelson – when will the amphitheatre complete? End of September

Bert said the airport is a great facility – remember that's the reason why Teton moved here.

Craig Jensen – how to do the math with the levy rate.

The public hearing closed at 7:00 PM.

A regular meeting of the Payette City Council was called to order at 7:00 PM by Mayor Jeff Williams in the City Council Chambers of Payette City Hall, 700 Center Avenue.

ROLL CALL

Council Present: Mayor Jeff Williams, Georgia Hanigan, Craig Jensen, Mark Heleker, Lee Nelson, Ivan Mussell and Jeff Sands

Absent: None

Staff Present: Mary Cordova, City Coordinator; Doug Argo, City Engineer; Mark Clark, Police Chief; Steve Castenada, Fire Chief and Becky Lynch, Administrative Services Clerk

PLEDGE

Bobbie Black led the pledge of allegiance.

CITIZENS COMMENTS

Jack Little, 522 SW 4th, Fruitland, addressed the Council. He is a member of Payette High School class of 1951 and classmate of Jake Sherer. Mr. Sherer lived on Highland Drive and developed and maintained a portion of City property west of his home next to the lower water reservoir. Mr. Little would like to dedicate the area as Jake Sherer Park and the Class of 1951 would erect and maintain the signage. Because the item wasn't on the agenda, the Mayor said the item will be on the next Council agenda for consideration.

APPROVAL OF MINUTES

Councilman Heleker mentioned he would've preferred more detailed discussion regarding the closure of 6th Avenue South.

A motion was made by Heleker and seconded by Nelson to approve the regular meeting minutes of 08-05-2013 and work session & special meeting of 08-12-2013 as written.

After a unanimous voice vote by the Council, the motion CARRIED.

APPROVAL OF BILLS & PAYROLL

A motion was made by Heleker and seconded by Sands to approve the City Bills & Payroll in the amount of \$158,767.08.

At the roll call:

Ayes: Heleker, Mussell, Hanigan, Jensen, Sands and Nelson

Nays:

The motion CARRIED.

SPECIAL ORDERS

None heard.

COMMUNICATIONS

- A. Fire Department Spaghetti Feed & Raffle – August 23rd
- B. Thank You – Payette Senior Citizens
- C. ESGR – Salute to Employers
- D. Thank You – Suzan Heater

PLANNING & ZONING

None heard.

OLD BUSINESS

None heard.

NEW BUSINESS

- A. Ordinance #1378 – AN ORDINANCE OF THE CITY OF PAYETTE, IDAHO, REPEALING SECTION 13.04.252 OF TITLE 13, AMENDING SECTIONS 3.12.080 AND 3.12.090; SETTING AN EFFECTIVE DATE; ALLOWING PUBLICATION IN

SUMMARY FORM; ESTABLISHING SEVERABILITY; ESTABLISHING A REPEALER
– 1st Reading

A motion was made by Mussell and seconded by Heleker to introduce Ordinance #1378 by title only.

After a unanimous voice vote by the Council, the motion CARRIED.

City Attorney Osborn read the title.

It was mentioned this ordinance is a housekeeping item.

A motion was made by Heleker and seconded by Nelson to pass Ordinance #1378 on its first reading.

After a unanimous voice vote by the Council, the motion CARRIED.

A motion was made by Mussell and seconded by Heleker that Ordinance #1378 do pass.

At the roll call:

Ayes: Heleker, Mussell, Hanigan, Jensen, Sands and Nelson

Nays:

B. Change Order #1 – Warrington Construction – 2nd Ave. South Water Line

A motion was made by Mussell and seconded by Jensen to approve change order #1 in the amount of (\$15,780) for the 2nd Avenue South water line to Warrington Construction.

At the roll call:

Ayes: Heleker, Mussell, Hanigan, Jensen, Sands and Nelson

Nays:

The motion CARRIED.

C. Resolution #2013-09 - Water Fees

A motion was made by Heleker and seconded by Mussell to approve Resolution #2013-09 for water fee changes.

After a unanimous voice vote by the Council, the motion CARRIED.

DEPARTMENTAL REPORT

- A. Police Department – July 2013
- B. Airport Commission – August 12th
- C. Library Commission – August 13th
- D. Historical Commission – August 19th

MAYOR'S COMMENTS

None heard.

CITIZEN'S COMMENTS

ADJOURNMENT

A motion was made by Heleker and seconded by Nelson to adjourn at 7:35 PM.

After a unanimous roll call vote by the Council, the motion CARRIED.

Signed this _____ day of _____, 2013.

Jeff Williams, Mayor

ATTEST:

Mary Cordova, City Clerk

**MINUTES
PAYETTE CITY COUNCIL
Work Session
August 26, 2013**

ROLL CALL

Council Present: Mayor Jeff Williams, Georgia Hanigan, Mark Heleker, Lee Nelson, Jeff Sands (via phone), Craig Jensen and Ivan Mussell.

Absent: None

Staff Present: Mary Cordova, City Coordinator, Jennifer Kelley, HR, Steve Castenada, Fire Chief, Bobbie Black, Deputy City Clerk, Jamie Couch; Street Superintendent; Randy Schwartz, WWTP Superintendent, Mark Clark, Police Chief and Jake Hust, Water Superintendent

5:00 PM – Work Session

- A. FY2014 Budget: Mayor Williams stated the current levy that was passed is .011721977. Several member of the Council wanted to see it below .012 and some wanted it at .011, we are not quite there yet. We can go through some little tweaks and adjustments. The biggest thing is do we want to add the \$100,000 payment from the Urban Renewal. The phone system is down to \$15,000, saving \$10,000 there and the cross walk for 6th Avenue South that can be purchased this year saving \$19,000 in next year's budget. With all this the levy would be at .0111022. Only \$3,059 more would need to cut to beat .010999. The Mayor asked the Council what they would like to see done, take out of unencumbered, property tax or have staff work on it more. Councilor Nelson asked what the original plans was for the Urban Renewal money and the Mayor stated we originally took \$500,000 out of unencumbered fund and lent it to the Urban Renewal, which they gave to Seneca. We have been putting the payments back into unencumbered funds, but we could use this year as income and it would mean less tax dollars we have to use. Councilor Mussell is in favor of all these ideas and likes the .010999; he likes taking the phone system out of three departments and using the Urban Renewal money this year as income. Councilor Jensen stated he would like to have the levy rate the same as last year. He wants no increase of taxes to property owners. Our major deterrent is no growth. We have had a pattern of balancing the budget on the back of the taxpayers. Mayor Williams stated we are fairly close and next meeting a motion would need to be made to use the Urban Renewal money as income and a cut of these few things. Councilor Hanigan stated if staff can find another \$3,000 or \$4,000 without cutting services she would be fine with this. Councilor Heleker stated he doesn't want to use any more unencumbered funds. Councilor Sands stated he likes the idea of using the Urban Renewal money. Councilor Mussell stated he doesn't want to take more than the \$100,000 and thinks we can find the \$3,059 to cut. Mayor Williams stated that Councilor Jensen wants to have the levy rate lower he will have to lobby to get it lower. Councilor Heleker stated he didn't expect to have the rate lower than .012 and is amazed that it is down to .011.

ADJOURNMENT

The Council unanimously adjourned at 5:22 PM.

Signed this _____ day of _____, 2013.

Jeff Williams, Mayor

ATTEST:

Bobbie Black, Dep. City Clerk

CITY OF PAYETTE
SEPTMEMBER 3, 2013

CITY PAYROLL	8/26/2013	FT	101,693.74
HARDIN SANITATION	8/20/2013	8497	26,737.67
A-PLUS AWARDS	9/3/2013	8499	5.00
ACTION MEDICAL,	9/3/2013	8500	71.40
ADVANCED CONTROL SYSTEMS	9/3/2013	8501	269.00
AUSMUS, RHINNON	9/3/2013	8502	2.50
B.C. SALES	9/3/2013	8503	539.85
BEAR GRAPHICS	9/3/2013	8504	446.11
BOISE FOUNDRY	9/3/2013	8505	25.00
CONNIE'S SERVICE	9/3/2013	8506	15.00
D&B SUPPLY	9/3/2013	8507	290.59
DART'S	9/3/2013	8508	1,112.96
DCS	9/3/2013	8545	957.99
DECROO, DARWIN G.	9/3/2013	8509	125.00
DRAPER'S OUTDOOR POWER EQUIP.	9/3/2013	8510	138.69
FEDEX	9/3/2013	8511	43.06
FERGUSON	9/3/2013	8512	2,587.46
FISHER SCIENTIFIC	9/3/2013	8513	981.01
GALL'S	9/3/2013	8514	1,359.38
GRANT'S PETROLEUM	9/3/2013	8515	237.80
HACH CHEMICAL	9/3/2013	8516	178.37
HANIGAN CHEVROLET	9/3/2013	8517	1,446.20
HD SUPPLY	9/3/2013	8518	1,024.66
HEATHERLY FORENSIC POLYGRAPH	9/3/2013	8519	200.00
HERITAGE METAL WORKS	9/3/2013	8520	120.00
IDAHO CONCRETE	9/3/2013	8521	1,409.70
IDAHO DEPT. OF ENVIRONMENTAL QUALITY	9/3/2013	8522	45.00
IDAHO POWER	9/3/2013	8523	9,643.99
IDAHO RURAL WATER ASSOCIATION	9/3/2013	8524	600.00
INDEPENDENT ENTERPRISE	9/3/2013	8525	542.60
INTERSTATE ELECTRIC	9/3/2013	8526	194.04
ISACC	9/3/2013	8527	200.00
KINNEY INDUSTRIES	9/3/2013	8528	110.00
L.N. CURTIS	9/3/2013	8529	1,200.00
MCCREA HEATING	9/3/2013	8530	185.95
MICROMARKETING	9/3/2013	8531	66.44
NORCO	9/3/2013	8532	25.00
ONTARIO BEARING	9/3/2013	8533	129.00
ONTARIO FLOORS TO GO	9/3/2013	8534	1,087.50
ONTARIO TOOL A	9/3/2013	8535	53.00
RIPPIN' STITCHES EMBROIDERY	9/3/2013	8536	308.00
SHERWIN-WILLIAMS	9/3/2013	8537	158.00
SNAP ON TOOLS	9/3/2013	8538	173.14
STAPLES	9/3/2013	8539	429.99
VALLEY BRAKE	9/3/2013	8540	85.81
WHITE CLOUD COMMUNICATIONS	9/3/2013	8541	197.67
WILSON PRUETT TIRE FACTORY	9/3/2013	8542	13.00
WRIGHT BROTHERS	9/3/2013	8543	36,428.03
ZEE	9/3/2013	8544	110.70
			194,005.00

RECEIVED

AUG 07 2013

CITY OF PAYETTE

August 5, 2013

Mayor Jeff Williams
CITY OF PAYETTE
700 Center Avenue
Payette, Idaho 83661

RE: Payette Community Forestry Commission

Mayor Williams:

It has been a pleasure serving the Mayor, City Council, and the citizens of Payette over the past fifteen years as a member of the Payette Community Forestry Commission. Please accept this letter of resignation. I choose to pursue other areas of interest.

Very truly yours,



Gene M. Gray



Payette City Council,
Thank you for your generosity of sponsoring our district's Girls State event. I was honored to get represent our city of Payette, ~~at~~ ^{at} a week long, life-changing event, all thanks to your support. I have been raised in a very patriotic home, so it was nice to see 240 girls my age share that same patriotism I have towards our amazing country. Again, thank you for your generosity and support.

God Bless, Rachel Bolin



Thanks so much

*Thank you for giving me
the opportunity to attend
Girls State. It was an
amazing experience that I
will never forget.*

*Sincerely,
Allysha Yasuda*



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AUG 26 2013

CITY OF PAYETTE

August 13, 2013

Meals on Wheels
137 North Main
Payette, ID 83661

To Whom It May Concern:

Attached is a contribution check in the amount of \$201.27 on behalf of our client City of Payette. As a participant in our Community Connection™ program, they chose your organization as the charity of their choice for 2nd Quarter 2013.

If you have any questions or concerns, please don't hesitate to call 208-345-9944.

Thank you,

Donald L. Reiman, CFP®
President/Founder
Echelon Group

Cc: City of Payette

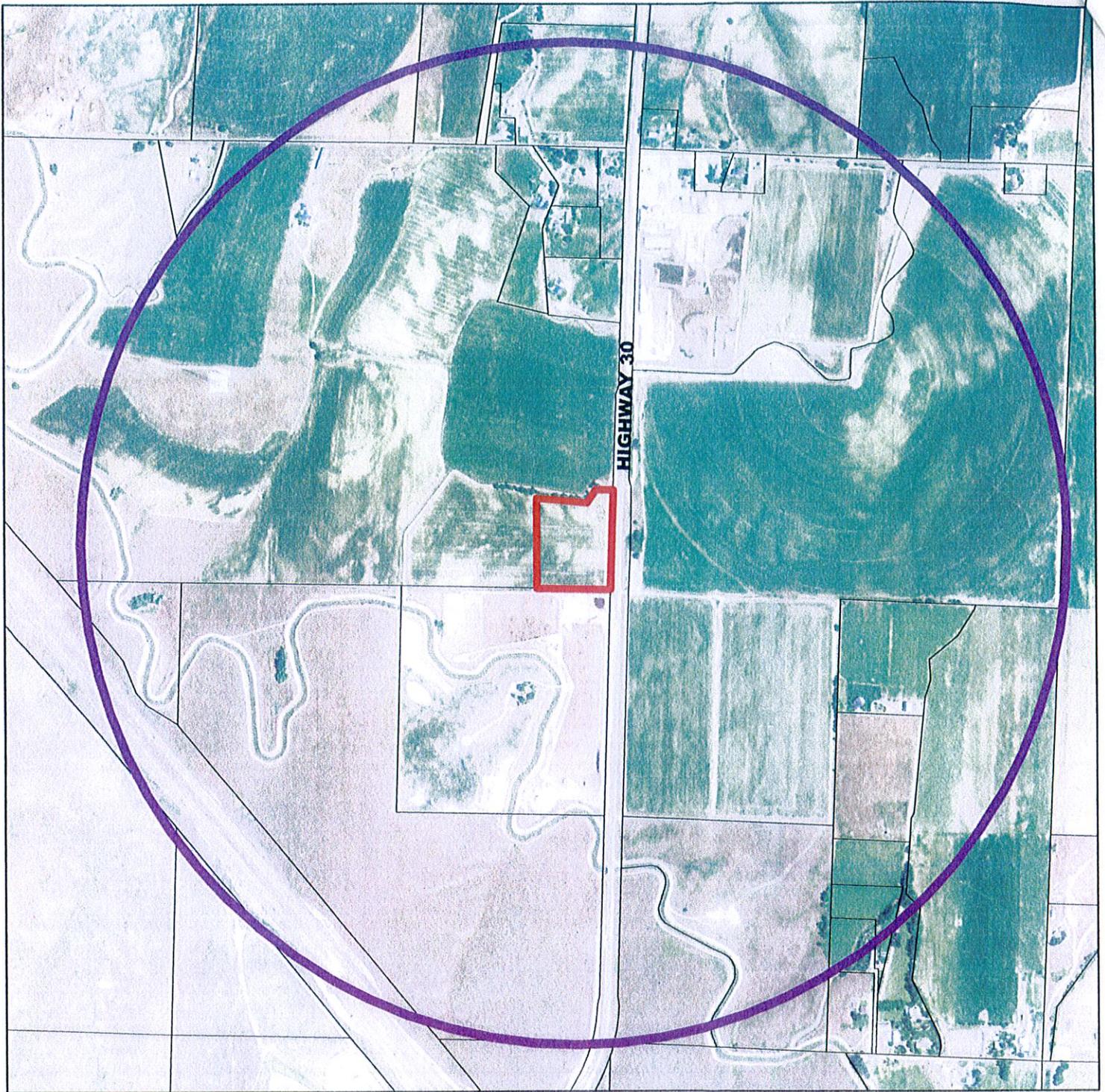


Exhibit Map For Processing Facility Parcel

Section 28 T7N R4W

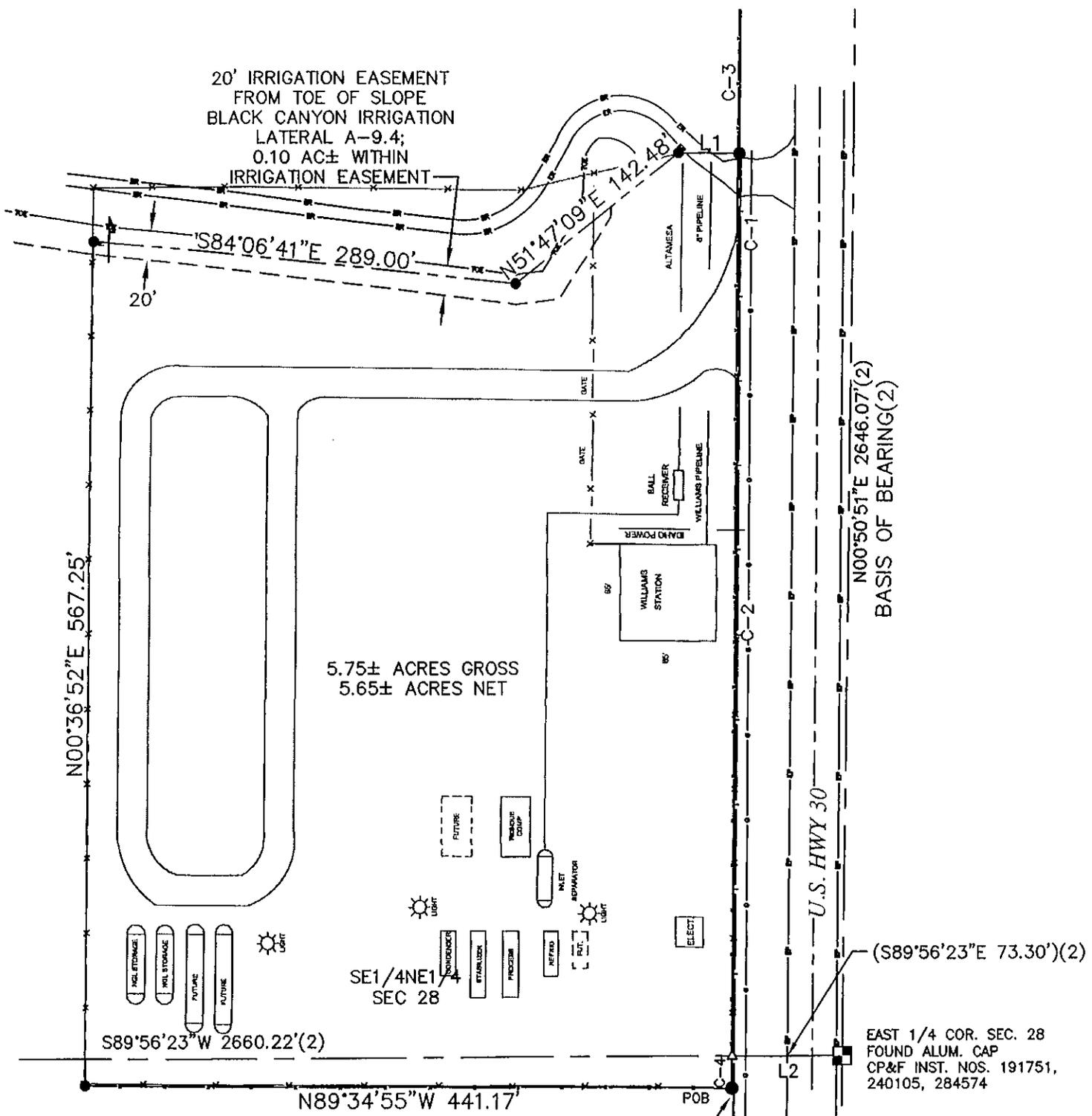
08/19/13

Legend

-  Processing Facility Parcel (5.75 Acres)
-  Half Acre Boundary



1 inch equals 800 feet



20' IRRIGATION EASEMENT
FROM TOE OF SLOPE
BLACK CANYON IRRIGATION
LATERAL A-9.4;
0.10 AC± WITHIN
IRRIGATION EASEMENT

5.75± ACRES GROSS
5.65± ACRES NET

SE1/4NE1/4
SEC 28

NE1/4SE1/4
SEC. 28

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S89°17'06"E	42.05'
L2	S89°56'23"W	75.71'

FOUND REMAINS OF CONCRETE
BASE AND BRASS CAP OF RIGHT
OF WAY MONUMENT, STA 34+25,
POINT OF CURVATURE, 55' LEFT OF
CENTERLINE, SHOWN ON RIGHT OF WAY
PLANS S-3855(1), REFERENCE (4)
SHEET 7 OF 12; SET 5/8" IRON PIN
IN CENTER OF CONCRETE MONUMENT.

CURVE TABLE						
CURVE	RADIUS	DELTA ANGLE	LENGTH	TANGENT	CHORD	CHORD BEARING
C-1	114646.60'	0°34'29"	1150.03'	575.02'	1150.02'	S00°42'54"W
C-2	114646.60'	0°18'51"	628.42'	314.21'	628.42'	S00°35'04"W
C-3	114646.60'	0°15'38"	521.61'	260.81'	521.61'	S00°52'19"W
C-4	114646.60'	0°00'39"	21.44'	10.72'	21.44'	S00°25'58"W

N00°36'52"E 567.25'

S89°56'23"W 2660.22'(2)

N89°34'55"W 441.17'

U.S. HWY 30

N00°50'51"E 2646.07'(2)
BASIS OF BEARING(2)

(S89°56'23"E 73.30')(2)

EAST 1/4 COR. SEC. 28
FOUND ALUM. CAP
CP&F INST. NOS. 191751,
240105, 284574

S00°25'51"W 2703.51'

Jeffrey T. Williams
MAYOR
mayor@cityofpayette.com



CITY OF PAYETTE
700 Center Avenue
Payette, Idaho 83661
208-642-6024

OFFICE OF THE MAYOR

August 29, 2013

Tom Bicak
PO Box 123
Meridian, ID 83680

RE: Payette River Water Trail

Dear Tom:

On behalf of the City of Payette, I am writing to endorse the Payette River Water Trail, a multi county recreational opportunity that will stretch from the City of Payette east through Payette County, Gem County, east and north through Boise County and Valley County. We believe this water trail, supported by an existing network of sites and facilities designed for both motorized and non-motorized water craft, provides a valuable recreation resource for residents and visitors to experience our river, parks, natural areas and nearby communities.

This water trail will compliment and strengthen the areas overall objectives for promoting healthy recreation activities along the Payette River, North Fork of Payette River, South Fork of Payette River, Middle Fork of Payette River and those other tributaries pertinent to the Payette. The trail will provide very diverse and interesting sites, events and recreational opportunities to those outdoor water recreationists, their families and friends. We are pleased to support the Payette River Water Trail as an extension of the Idaho Oregon Snake River Water Trail (IOSRWT).

The City of Payette fully endorses this collaborative effort, one of many we are engaged in. We look forward to networking with other communities, organizations, agencies and businesses engaged in the Payette River Water Trail and, by connection to the Idaho Oregon Snake River Water Trail, to enhance and improve use and access to the river and to promote the trails' cultural and historical benefits to residents and visitors.

Best regards,
CITY OF PAYETTE



Jeffrey T. Williams
MAYOR

MINTUES
PAYETTE PLANNING & ZONING
Public Hearing & Regular Meeting
August 22, 2013

6:00 PM – Regular Meeting

ROLL CALL: Cassandra McElravy, Kevin Hanigan, Tom Ladley, Jody Henderson and Gary Youngberg

Members Absent: Randy Choate and Jim Franklin,

Staff Present: Mary Cordova, City Clerk and Bobbie Black, Deputy City Clerk

I. APPROVAL OF MINUTES

A. 07-25-2013 Regular Meeting Minutes

A motion was made by Youngberg and seconded by McElravy to approve the regular meeting minutes 07-25-2013 as written.

After a unanimous voice vote by the Commission, the motion CARRIED.

II. COMMUNICATIONS – None heard

III. PUBLIC HEARINGS

A. An application by Levi King Construction for a Conditional Use Permit to build a 30'x24' pole barn style shop with a roof pitch not to exceed 14' at 956 No 7th St, Lot 1 in Block 2 of 7th St Subdivision to the City of Payette, as per Plat in Book 6, Page 16, Plat Records. The property is zoned B-Residential. Levi King, 10380 17th Avenue North, addressed the Commission. You have everything in front of you except the 14' should be peak of building and not the roof pitch. Discussed the eve height and 14'6" is what he needs. No concrete floor, just a fully enclosed shop.

No one else addressed the Commission.

B. An application by Carla Flores for a Conditional Use Permit to operate a child care group for 7-12 kids at 316 3rd Ave No, In Assessor's Official Plat of Tioga, as per Plat in Block 1, Page 3, Plat Record, City and County of Payette, Idaho: Block 20, excepting the E 2.5' thereof; Block 21; and Block 22, excepting the W 54.5' thereof. The property is zoned Industrial. Carla Flores, 316 3rd Avenue North addressed the Commission. Child care in Portland. Bought home and would like to do in her home. Has 2 acres fully fenced. Number of children, no more than 12, baby coming has children at home and has to count them also. Has not had inspections completed yet. Asked about parking has two entrance and won't block the street, it is a pull in and turn around area.

No one else addressed the Commission.

Public Hearing closed at 6:12 p.m.

V. OLD BUSINESS

None heard.

VI. NEW BUSINESS

- A. Levi King Construction for a Conditional Use Permit to build a 30'x24' pole barn style shop with a roof pitch not to exceed 14' at 956 No 7th Street:

A motion was made by McElvary and seconded by Hanigan to approve the conditional use permit to build a 30'X24' pole barn style shop with a roof height not to exceed 15' at 956 North 7th Street.

After a unanimous voice vote by the Commission, the motion CARRIED.

A motion was made by Hanigan and seconded by Youngberg to amend the motion of the conditional use permit to include no residential use of the building and permit can be revisited at any time.

After a unanimous voice vote by the Commission, the motion CARRIED.

- B. Carla Flores for a Conditional Use Permit to operate a child care group for 7-12 kids at 316 3rd Ave North:

A motion was made by Hanigan and seconded by Youngberg to approve the conditional use permit to allow a child care center for no to exceed 12 kids at 316 3rd Avenue North with the following stipulations:

- A. Hours of operation 5:30 am to 10:00 pm
- B. All State, Federal & City laws are met
- C. Off street parking is addressed
- D. City obtain State childcare license
- E. Permit can be revisited upon any complaints

After a unanimous voice vote by the Commission, the motion CARRIED.

- C. P&Z attendance Ordinance
Need to attend at least 60% within any calendar year may be removed from the Commission.

A motion was made by Hanigan and seconded by Youngberg to recommend to City Council to approve the Planning & Zoning attendance ordinance as presented.

After a unanimous voice vote by the Commission, the motion CARRIED.

VII. PUBLIC COMMENT – None heard

VIII. ADJOURNMENT

A motion was made by Hanigan and seconded by Henderson to adjourn the meeting at 6:22 p.m.

After a unanimous voice vote by the Commission, the motion CARRIED.

Recording Secretary
Bobbie Black



CITY OF PAYETTE

ADMINISTRATIVE POLICY

SUBJECT:	Employee Suggestion Award System	EFFECTIVE DATE:	
APPROVED by CITY COUNCIL:		REVISION DATE:	Not Applicable

PURPOSE:

To stimulate and reward suggestions of City employees which are of benefit to the City.

To be eligible for a money award, a suggestion must make possible an extension of public service commensurate with the expense involved or an elimination or reduction of City expenditures without substantially impairing such service, or provide a desirable safety factor. Employees are those individuals currently employed by the City on a full-time, part-time or temporary basis. Any employee may submit suggestions. Employees shall not be eligible for an award for suggestions pertaining to subjects assigned for research or development or to problems assigned for solution or which such employee would normally be expected to offer in line of duty. The suggestion must propose a change which was not under active consideration by the City department affected at the time the suggestion was made. If duplicate suggestions are submitted, only the first received shall be eligible for an award. A suggestion which has been put into effect by the City department concerned must be submitted for award consideration within 60 day of its adoption; provided that this requirement may be waived by the City Council.

PROCEDURE:

Suggestions from employees must be submitted to Administration on prescribed forms. Suggestions shall be referred to the affected City Department for consideration and then to the Administration and Finance Committee for consideration. Within 30 days of submission to Administration, the City Department shall report its findings and recommendations to the Administration and Finance Committee. The departmental report shall indicate whether or not a suggestion has been adopted and the actual or estimated reduction of expenditures or the value thereof to the City.

Suggestions must be signed but names will remain undisclosed until consideration of the suggestion has been completed.

The Administration and Finance Committee shall receive, record and acknowledge receipt of suggestions, shall advise the submitting employee of any undue delay in the consideration thereof and shall notify the submitting employee of action taken as soon as final consideration has been made.

The Committee shall evaluate each suggestion, taking into consideration department action and the objective of the Suggestion Award Program; and it shall formulate and transmit to the City Council an official recommendation covering the merits of the suggestion, whether the same justifies an award and the type and amount thereof.

The City Council, upon approval of a recommendation of the Committee, may authorize a money award or an appropriate commendation.

An employee may file a written request for reconsideration by the Committee of a suggestion which has been previously rejected but subsequently adopted by a City department.

AWARD COMPENSATION:

The amount of money award shall be a minimum of \$100. If, in the judgment of the Administration and Finance Committee, the foregoing award does not suitably measure the merits of a suggestion, the Committee shall determine the amount it deems equitable and recommend same to the City Council. The Committee shall also recommend to the City Council the best suggestion of the year for a special award not to exceed \$500 in value.

Appropriate commendation of an employee whose adopted suggestion does not merit a money award may be recommended by the committee.

**ORDINANCE 1380
ANNUAL APPROPRIATIONS ORDINANCE**

AN ORDINANCE ENTITLED ANNUAL APPROPRIATIONS FOR THE TWELVE MONTH PERIOD FROM THE FIRST DAY OF OCTOBER 2013 TO AND INCLUSIVE OF THE THIRTIETH DAY OF SEPTEMBER 2014; APPROPRIATING SEVEN MILLION, SIXTY NINE THOUSAND, EIGHT HUNDRED NINETY-ONE DOLLARS (\$7,069,891) TO PAY THE EXPENSES OF THE CITY OF PAYETTE, PAYETTE COUNTY, IDAHO, AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATION IS MADE.

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

Section 1. That the sum of \$7,069,891 be appropriated to defray the necessary expenses and liabilities for the City of Payette, Idaho, for the fiscal year beginning October 1, 2013.

Section 2. That the objects and purposes for which said appropriation is made in the amount of each object and purpose is as follows:

GENERAL GOVERNMENT	
Executive & Legislative	\$ 91,621
Administration	\$ 341,019
Police	\$1,190,454
Code Enforcement	\$ 59,522
Fire	\$ 402,978
Park	\$ 452,879
STREETS	\$ 874,167
RECREATION	\$ 262,834
LIBRARY	\$ 263,447
LIABILITY INSURANCE	\$ 85,425
HEALTH INSURANCE	\$ 50,000
AIRPORT	\$ 164,580
CAPITAL IMPROVEMENTS	\$ 125,000
SANITATION	\$ 387,150
LOCAL IMPROVEMENT DISTRICTS	\$ 13,441
WATER	\$ 825,225
SEWER	\$1,278,700
REVOLVING LOAN	\$ 133,750
LIBRARY EXPANSION PROJECT	\$ 6,000
DEBT SERVICES	\$ 61,699
TOTAL EXPENDITURES	\$ 7,069,891

Section 3. That the amount of money derived from funds or sources created by law for specific purposes is hereby appropriated for such purposes.

Section 4. That this ordinance shall be in full force and effect after its passage, approval and publication.

APPROVED by the Mayor and City Council this 3rd day of September, 2013.

Jeffrey T. Williams, MAYOR

ATTEST:

Mary Cordova, CMC
City Clerk/Treasurer

ORDINANCE 1379

AN ORDINANCE OF THE CITY OF PAYETTE, IDAHO, AMENDING SECTION 2.52.040 OF THE PAYETTE CITY CODE BY ADDING A NEW SECTION D WHICH SET ATTENDANCE REQUIREMENTS FOR PLANNING AND ZONING COMMISSION MEMBERS; THE AMENDMENT ALSO ALLOWS FOR REMOVAL IN THE EVENT ATTENDANCE IS LESS THAN 40%; SETTING AN EFFECTIVE DATE; ALLOWING PUBLICATION IN SUMMARY FORM; ESTABLISHING SEVERABILITY; ESTABLISHING A REPEALER.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF PAYETTE, IDAHO;

Section 1. Section 2.52.040 of Title 2, Chapter 2.52 of the Payette Municipal Code is repealed as follows:

2.52.040: COMPENSATION; SECRETARY; MEETINGS:

- A. Members of the planning commission shall receive a monthly stipend in the amount of thirty five dollars (\$35.00). Members of the planning commission who do not attend the regular monthly meeting of the planning commission, or if a planning commission meeting is not held in any one month, will not receive a stipend for that month.
- B. The planning commission shall elect a secretary who need not be a member of the commission. Such secretary shall keep an accurate record of all proceedings of the commission and the commission shall on the first Monday of May of each year make and file with the council a report of all transactions of the commission.
- C. The commission shall hold meetings at least once each calendar month and at such other times as may be necessary. (Ord. 1290 § 1, 2008: prior code § 2-1-4)
- D. The members of the Planning & Zoning Commission shall attend regularly scheduled meetings unless excused from attendance prior to the meeting. Reasons to be excused include personal illness, family emergencies or out of town business trips. Members whose unexcused absences exceed forty percent (40%) in any given calendar year may be removed from the Planning & Zoning Commission by the Mayor with the approval of Council

Section 2. This ordinance may be published in summary form allowed by Idaho Code.

Section 3. This Ordinance shall be in full force and effect immediately upon passage and publication as required by the laws of the State of Idaho.

Section 4. Any ordinances or resolutions which are in conflict with this Ordinance are hereby repealed, but only insofar as the conflict exists.

Section 5. If any portion of this Ordinance should be found to be unconstitutional or unenforceable for any reason, the remainder of the Ordinance shall be applied to effectuate the purposes of this Ordinance.

PASSED and APPROVED by the Mayor and City Council of the City of Payette, Idaho
this _____ day of _____, 2013.

CITY OF PAYETTE, IDAHO

By _____

Jeffrey T. Williams, Mayor

ATTEST

Mary Cordova, City Clerk

Form RD 1924-18
(Rev. 6-97)

UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT
FARM SERVICE AGENCY

PARTIAL PAYMENT ESTIMATE

CONTRACT NO.
0906

PARTIAL PAYMENT ESTIMATE NO.

1

PAGE 1

OWNER:

City of Payette

CONTRACTOR:

Wright Brothers, TBC, LLC

PERIOD OF ESTIMATE

FROM 08-01-13 TO 08-13-13

CONTRACT CHANGE ORDER SUMMARY

ESTIMATE

No.	Agency Approval Date	Amount			
		Additions	Deductions		
				1. Original Contract	\$133,733.00
				2. Change Orders	\$0.00
				3. Revised Contract (1 + 2)	\$133,733.00
				4. Work Completed*	\$38,345.30
				5. Stored Materials*	
				6. Subtotal (4 + 5)	\$38,345.30
				7. Retainage*	\$1,917.27
				8. Previous Payments	
				9. Amount Due (6-7-8)	\$36,428.03
TOTALS		\$0.00	\$0.00		
NET CHANGE		\$0.00	\$0.00		

* Detailed breakdown attached

CONTRACT TIME

Original (days) 60
Revised _____
Remaining _____

On Schedule

Yes
 No

Starting Date 08-05-2013
Projected Completion 10-03-2013

CONTRACTOR'S CERTIFICATION:

The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

Contractor 
By Wright Brothers, Eagle, LLC
Date 08-23-2013

ARCHITECT OR ENGINEER'S CERTIFICATION:

The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

Architect or Engineer 
By DION ZIMMERMAN
Date 08/26/2013

APPROVED BY OWNER:

Owner _____
By _____
Date _____

ACCEPTED BY AGENCY:

The review and acceptance of this estimate does not attest to the correctness of the quantities shown or that the work has been performed in accordance with the contract documents.

By _____
Title _____
Date _____

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0042. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing and reviewing the collection of information.

PROGRESS LIEN WAIVER
(Progress Payment)

TO: City of Payette

PROJECT: Payette Library Amphitheater

FROM: Wright Brothers, The Building Company, Eagle, LLC

DATE: August 23, 2013

PAYMENT REQUESTED: \$36,428.03

In consideration of payments received to date and upon actual receipt of the PAYMENT REQUESTED, the undersigned does hereby waive, release and relinquish any and all claim and/or right of lien against the PROJECT and the real property and improvements thereto for labor and/or materials furnished for use in construction of said PROJECT; provided however, the undersigned reserves all claims and/or rights of lien as to monies withheld as retainage, if any, to date and any labor and/or materials hereafter furnished for which payment will subsequently become due or any claim or changes not yet approved.

Wright Brothers, The Building Company, Eagle, LLC

By: *[Signature]*

Title: Member

Date: 8/23/13

STATE OF IDAHO)
)ss:
County of Ada)

On this 23 day of August, 20 13, before me, personally appeared the individual who signed the foregoing waiver, being known to me, and acknowledged that he executed the foregoing instrument and that the execution was the voluntary act and deed of the above-named company. Further, if the company is a corporation, the said individual certified that he is an officer duly authorized to execute the same on behalf of such corporation.

IN WITNESS WHEREOF, I have herunto set my hand and affixed my official seal the day and year in this certificate last above written.



[Signature]

NOTARY PUBLIC for Idaho

Residing at Star, Idaho

Commission Expires: 2-28-2015

Westside Elementary School

Committed to Excellence

MaryBeth Bennett
Principal

Kelby Sullivan
Counselor

Amber Grant
Secretary

609 North 5th Street
Payette, Idaho 83661

208-642-3241
Fax: 208-642-3307

RECEIVED

AUG 26 2013

CITY OF PAYETTE

To: Donator
From: Westside Elementary School
Re: Fall Fundraiser
Contact Person: Mari Cluff

August 1, 2013

Hello,

We are very excited to be planning the 2013 Westside Elementary School Fall Potato Feed and Raffle. This is our 7th Annual event and we are very thrilled to share in a fun-time for families and our school. This year we are raising funds to help purchase playground equipment, computers, funding educational field trips and reward programs for student success.

We would be very grateful if you could provide a donation of an item or items for our raffle. All donators will be displayed on our "Westside Supporters" bulletin board.

The Potato Feed and Raffle event is scheduled for Thursday, October 10, 2013, from 5:00-7:00 PM in the Westside cafeteria, located at 609 N. 5th St., Payette.

For your tax records our identification number is 82-6000862. Thank you again for your generous donation, and please do not hesitate to call if you have any further questions. I can be reached at (208) 642-3241.

Sincerely,

Westside Elementary Fundraising Committee

MINUTES
Parks & Recreation Committee Meeting
August 21, 2013
City Council Chambers
12:00 PM

ROLL CALL:

Members Present: Kurt Key, Jim Franklin, Georgia Hanigan
Absent: Jeff Sands and Kim Bruce

Staff Present: Mary Cordova, Katrina Smith, Randy Fales, and Becky Lynch
Public Present: None

MINUTES:

The minutes of July 24th, 2013 were approved with one correction, by unanimous voice approval.

OLD BUSINESS:

None heard

NEW BUSINESS:

A. Pool Update:

In September the pool will be closed on Sundays and pool times will be reduced due to children being enrolled back in school. We will be keeping swim lessons going, we have a lot of people asking for pool lessons and it's great for revenue. Cordova informed the committee we have had a lot of positive feedback with these swim lessons this year, the guards were taught by Lesley Ward. The pool will be offering private and semi-private lessons all year-round. Georgia asked Katrina of the open communication with the Recreation department; Jim offered to help with getting the word out to them, Kurt said their meeting is going to be on September 3rd, 2013 if we want to give them information. The Ontario pool will be closed September and October, the swim team in Ontario would like to pay the Payette pool to use the facility; the 30 member team used to pay the Ontario pool \$150 per month, to use it 3 days a week, 2 hours a day, for 4 weeks from 6:30pm – 8:00pm. The team would like to have more people involved from Payette. A discussion took place of pricing/scheduling possibilities to offer this team to use the pool. Kurt stated that the 'Friends of the Payette Pool's goal is to get a swim team back in Payette. Jim suggested having each swim team member purchase a swim pass. Cordova stated that we would like to have them stay and to get a swim team going for Payette, so our goal is to do the best we can to accommodate the team. If there is another Friend's of the Payette Pool meeting, we really need some chairs and lounge chairs down at the pool. Kurt suggested the Prison could do fabricating for these chairs and that could be a possibility to obtain them. Cordova stated the chairs are something that we need, but the City is unable to afford it in the FY14 budget.

1. Family Pool Pass Rates

Cordova updated the committee with a spreadsheet of data from other City family pass rates, for residents only, to discuss concerns of our prices. The consensus of the committee from the data provided from other cities such as Emmett, Weiser, and Ontario, is that there is no concern of lowering the prices. Discussion followed of strategies to discount the annual pass during a certain time of the year.

B. Parks Update:

Randy informed the committee that they are working on getting things straightened out for

September 6th and 7th for A&W Cruise Night, right now we are edging sidewalks and making sure the park looks great for the car show. Randy stated that someone at the boat docks took the right size wrench to release the pylon hoop to swing the boat dock out further. There had been suggestions to keep this from happening but no matter what precautions are made, someone will find a way to break the solution. Cordova stated that they are waiting on the permits for the boat ramp project; the slow down to getting these permits was that there was an endangered snail's issue that needed to be addressed and taken care of. In the budget for next year is more rock to be placed down at the Greenway, the permit is good through December of this year to put in the rock.

GENERAL DISCUSSION:

Georgia asked if there is a Greenway Committee still active, the committee hasn't heard of anything.

Jim asked if we thought when the appropriate time would be to refurbish the pool, to have someone come in to tell us what needs to be done. Randy said that all of the pool had been re-done, re-surfaced, he believes it is a 5 to 10 year time frame for that to be re-done. Georgia asked Jim if he means the roof and structure as well, Jim responded yes, it is an old pool and to think about the future life of the pool is something we need to consider.

Agenda items for next meeting:

None Heard

Next meeting is scheduled on: October 23rd, 2013 at Noon

Key made a motion and Franklin seconded to adjourn.

Meeting adjourned at 12:57 p.m. with unanimous voice approval.

Recording Secretary

Becky Lynch