AGENDA
PAYETTE CITY COUNCIL
February 16, 2016
REGULAR MEETING

HONORABLE MAYOR JEFFREY T. WILLIAMS PRESIDING

LEE NELSON	**ALAN MASSEY**
CRAIG JENSEN	**KATHY DODSON**
NANCY DALE	**RAY WICKERSHAM**

7:00 PM – Regular Meeting

I. ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. CITIZENS COMMENTS

IV. APPROVAL OF MINUTES
- A. 02-01-2016 – Work Session & Regular Meeting..... 1
- B. 02-05-2015 – Special Meeting..... 8

V. APPROVAL OF BILLS & PAYROLL..... 16

VI. SPECIAL ORDERS

VII. COMMUNICATIONS

VIII. PLANNING & ZONING
- A. Meeting Minutes – January 28th 18

IX. AGENDA ITEMS
- A. Appointment to Admin & Finance Committee – Vonnie Paul..... 20
- B. Donation Request – New Plymouth Elementary..... 22
- C. Donation Request – Boys & Girls State..... 25
- D. Resolution #2016-04 – Authorized Signers 27

X. DEPARTMENTAL REPORT
- A. Police Department – January 2016..... 28
- B. Fire Department – January 2016..... 35
- C. Building Permits & Business License – January 2016..... 36
- D. Treasurers Report – January 2016..... 37
- D. Airport Commission – February 8th 65
- E. Parks & Rec Committee – February 8th 66
- F. Library Commission – February 11th
- G. Historical Commission – February 16th

XI. MAYOR'S COMMENTS

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

XIII. 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
Work Session & Regular Meeting
February 1, 2016

6:30 PM- Work Session

A work session of the Payette City Council was called to order at 6:30 PM by Mayor Jeff Williams in the City Council Chambers of Payette City Hall, 700 Center Avenue.

ROLL CALL

Members Present:	Mayor Williams, Lee Nelson, Nancy Dale, Alan Massey, Kathy Dodson and Craig Jensen, Ray Wickersham (arrived @ 6:45pm).
Members Absent:	None
Staff Present:	Mary Cordova, City Coordinator; Jamie Couch, Street Supervisor; Steve Castenada, Fire Chief; Jake Hust, Water Supervisor; Randy Fales, Parks Supervisor; Ed Franek, Shop Supervisor; John Plaza, Police Captain; Doug Argo, Holladay Engineering; Bert Osborn, City Attorney; Matea Gabiola, Administrative Assistant; Denise Rueschhoff, Office Assistant.

AGENDA

A. Discussion of Job Descriptions-

Mayor Williams we are here to discuss job descriptions what the City Council would like to have as job descriptions for the administrative staff. Mr. Massey stated what the Council would like to do is stream line the City Clerk and City Treasurer job descriptions. In looking at the job description of Mary, it seemed to be too ambitions, and we want to make them more efficient for the purpose of the City. In looking at those job descriptions he believed they were ambitious and required a great amount of responsibility. Mr. Massey stated he wanted to clarify what the City Clerk & Treasurer positions responsibilities were. Mr. Massey said this all kind of started after attending the AIC work session that some of us went to, it outlined what the job descriptions were of the Mayor, City Clerk, City Treasurer and City Council, and in reviewing those, the Council is trying to come up with an effective way of delineating what each position really is and where they fit on the organizational chart. During this process no one was certain if there was an organizational chart, as it turns out there were two previous ones that no one knew were there. We are also challenged with coming up with a new one. Mr. Massey stated that after discussion with Kathy Dodson and Mayor Williams, we came up with a simple organizational chart was created that took into account some of the conflicts that we had with appointed committees and mandated committees and locally appointed committees and where people worked in the whole scheme of things. Mr. Massey stated that they went back to what the AIC recommended and stated what each of those duties were, they also went back to Idaho statute and used that definition as well. Mr. Massey sent a basic job description to the Mayor and Mr. Osborn, in hopes to use that plus any input that would come from other Council members and other department heads and Mary are welcome to pitch in here too. Mary has a lot of things to do, and we are trying to make her more efficient and move some of her duties to another person to make a more effective way of doing this and clarify to everybody what each position was and who is supposed to talk to who.

Mayor Williams passed documents to the Council, and stated that so everyone doesn't think this happened overnight, there are two different things, one being the 2006 City of Payette Municipal Clerk job description as well as the Municipal Services Coordinator job description, these two descriptions were Ms. Cordova's responsibilities when she was first hired. Previous Councils have spent time and created these duties. What things to we want to modify? Mr. Massey replied he thinks there are a couple of things they would like to do. The idea was to get a clearer idea of what

it was and help alleviate some of what could be perceived as a bottleneck where everything has to go through Mary. There are some things I think we can work with to create a better position that will work for better everybody and utilize Mary's strengths and help her out with other things that could be perceived as problems. We are opening up tonight to get more input from other councilors. There is another thing that is here that is a job description from AIC. Massey stated that what he did as a starting point, he wanted to outline the by what Idaho Statues said are the duties of the Mayor, City Clerk and Treasurer, and use this as a basis that satisfies both Idaho Statutes and the AIC sees these positions to be. Mr. Massey said that the position of Mayor is the chief administrator and basically in charge of hiring and firing and walking through the whole thing. And city clerk is more in tune with keeping legalities, keeping minutes, issuing licenses and filing and everything else. There is some overlap, but I wanted to help clarify and put things a little clearer perspective for everybody so when a citizen asks us what does so and so do, this is what they do and this is why they do it and hopefully it will make it a more effective way and more efficient way going forward and we can become an even better city.

Mayor Williams informed the Council that he was given this list of things of required duties of a city clerk per Idaho Code that were in addition to what was on the job description provided by Mr. Massey. Those might be some things that really adds to the document provided as a job description tonight.

Mr. Jensen stated that the reason for having this discussion at this particular time is that there's been some citizens or things going on with the City that either have been confusing to the citizens or they have been told one or two or three different things and things get added on after being told they are okay with this situation; has to do with people opening businesses, building, home improvements and it seems like it kind of been put on Mary's plate where she has dealt with them and all of a sudden there is a conflict there. He thinks what is going on is the whole thing we are doing here is trying to make things better for the citizens, try to take things off of Mary's plate that she shouldn't be doing or don't need to be done, and put the onus back on the people like the building inspector so we are very efficient with getting projects done. What we've had is confused citizens and make it a smooth transition to make people responsible for those things more responsible and not go through the city clerk/coordinator. Mayor Williams says he deals with all the different cities, and it is the nature of the job.

Ms. Dale stated she was a little disappointed when she received the Council packet because this discussion had been held with the expectation that we were going to be going over the organizational chart and the job descriptions and that information would be provided. And then to come in and again get handed information at the last minute it again slows our progress and doesn't always encourage the right decisions to be made. As far as the additional information here, there is nothing here that we haven't already suggested, and from the beginning, I have asked for job descriptions, and all I get is where are we going and what is our direction, and it always just seemed to be so muddied, that honestly all we are attempting to do is to get in line with state statute rather than something that was created by someone, I'm not blaming anyone, but just to actually be referencing statute/ordinance; it's cleaning the stuff up.

Mayor Williams asked Ms. Dale if you look at the job description of what Mary has now, would she like to handle tasks that aren't defined in the state statue which are currently in the job description. Ms. Dale clarified that the things that will come up that maybe are in addition that maybe we need her to handle something that aren't in state statute or ordinance, if you feel that you need to give her additional duties, if the Council is informed of that, that they are it is the next step that is taken. Mayor Williams pointed out that whatever job description is created, the very last item on the existing job description states "other related duties as assigned". He asked Dale for clarification if

she did not want that that on anything, she wants to know about everything. Dale replied other duties as assigned with notification given to Council. It is keeping us in the loop to where things are going, and in the future it will help protect so things won't get so lop sided. By going through what we are talking about doing its going to give us a fresh start and break some things that have occurred by habit which are not necessarily by statute. We can take this down the road of attacking individuals, but I don't think we want to do that. So let's just get a clean start, let's define the job descriptions, let's get an organizational chart, and get a clear picture that the Department Heads are the Department Heads.

Mayor Williams stated that he met with all the department heads last week, and asked them what things do they have to go down and talk to staff about, because he heard that from all of the Council members, questions that he had, and without naming anyone, some of the things he heard was come in for was logistic, large purchases which are signed by the Treasurer, legality issues, grants for projects, personnel conflicts or risk mitigation, administrative needs, code enforcement. Some of the Departments ask staff to do research for them. Policy issues, and sometimes some Department heads have employees who have personal challenges. Mayor Williams said he did not once hear from anyone that they have to go in there to run their department. That never came up, and I specifically asked them if they felt they had to get permission to do anything, and the reply was no.

Councilor Dale stated that she thinks a response to that would have to occur in executive session. Again this is just an attempt to clean things up and get a direction. It should be here, we aren't asking on the sly. Mayor Williams asked that if Dale believed what previous Councils have done should not appropriate today. Dale replied she does. She believes the transformation of it has caused us to really lose our check and balance.

Mr. Jensen stated he thinks the main emphasis here is he wants to make things go smoother for the citizens so they know what to do up front and not have things changed on them; get the processing and permitting done faster, address their concerns faster and in a more efficient manner, and if it means taking some responsibilities away from somebody and lay it on to someone else, whatever it takes to make it better for the citizens. He has heard enough that it actually has not been that way.

Mr. Massey stated that he seconds Mr. Jensen's comment, and thinks when he has spent a lot of time with a lot of different citizens over the last six months and before that too. It just seemed that there was a bottleneck and what this intended to do was open up that bottleneck and see if we can spread some of that load around, make things right, relieve Mary of some of the duties that someone else can do better. She is asked to do an awful lot and it is pretty difficult to do as much as she is supposed to be doing effectively all of the time. Especially when we have other great people to do things. We have a great set of Department Heads, and we've got some other good people in the office that are well trained, and we just want to open it up and even it out so it is more effective, more efficient, and the citizens do get a better job, and get a more positive outlook throughout the whole thing.

Mayor Williams stated that is an opportunity to introduce Denise Rueschhoff, and having good people to delegate to; we have been short staffed for a while. We are building that team that can be delegated to. There are some things that have been passed off, but that doesn't happen overnight. Mr. Massey stated that we are trying to build a framework to be more effective. Any small community is going to be overlapped from place to place, but what we do need to do is set and align the boxes in the right place, and better define them, so that we can move forward so we can grow and so citizens can be serviced in a more effective manner.

Mayor Williams stated that looked over the organizational chart that Alan sent out, that as he looks at it, who reports to the Mayor and Council, and the Library Board does not report to the Mayor and Council. The Urban Renewal Board does not. The citizen advisory committees have Council members on them, and the Council members can bring back recommendations, and it should not go on an organizational chart. Massey said they are trying to clarify committees. The Department heads report directly to you and the committees don't report, but they do give recommendations, so the Library, P & Z, Historic, Urban renewal, and airport board are ordinance driven and have their own rules and regulations and the citizen advisory committees are advisory only. The mandated appointments have specific duties outlined and they do report to the mayor, the city employees do report directly to the Mayor. As near as he could tell, this was as close as we could get. It is a draft starting point.

Nancy Dale stated this should not be perceived as an attack on past Councils. It's like any other business. We need to stop, re-evaluate where we're at, who's in control, and get a better path and idea where we are going. We have so many questions about why things aren't occurring that need to be occurring. Is it because one person is carrying too much of a load, and that is what has appeared to have happened. It's an unrealistic expectation for one person to handle. As I said earlier, we can make this a very negative thing, or a very positive thing.

Mayor asked where do we want to go from here. Nancy Dale thinks believed this has been drug out and she would ask for a meeting this week.

Craig Jensen stated we are just trying to improve the City. Ray Wickersham thinks after talking to past councilmen, they think it is great. We are not trying to knock anyone down or anything.

Work Session ended at 6:59 PM

7:00 PM – Regular Meeting

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

Members Present:	Mayor Williams, Ray Wickersham, Lee Nelson, Nancy Dale, Alan Massey, Kathy Dodson and Craig Jensen.
Members Absent:	None
Staff Present:	Mary Cordova; City Coordinator, Jamie Couch; Street Supervisor, Steve Castaneda; Fire Chief, Jake Hust ; Water Supervisor, Randy Fales; Parks Supervisor, Ed Franek; Shop Supervisor, John Plaza ; Police Captain; Doug Argo; Holladay Engineer, Bert Osborn; City Attorney, Matea Gabiola; Administrative Assistant and Denise Rueschhoff; Office Assistant.

PLEDGE

The Pledge of Allegiance was led by Mayor Williams.

CITIZENS COMMENTS

None.

APPROVAL OF MINUTES

A. 01-19-2016 – Work Session & Regular Meeting

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A motion was made by Dale and seconded by Dodson to approve the minutes of 01-19-2016 Work Session & Regular Meeting as written.

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

APPROVAL OF BILLS & PAYROLL

A motion was made by Jensen and seconded by Nelson to approve the City Bills & Payroll in the amount of $216,487.49.

Mr. Jensen discussed items on the bills and broke them down for the Council to understand more clearly.

At the roll call:
Ayes: Wickersham, Massey, Dodson, Nelson, Jensen and Dale.
Nays: None

The motion CARRIED.

SPECIAL ORDERS
None

COMMUNICATIONS
None

PLANNING & ZONING
None

AGENDA ITEMS
A. Donation Request- New Plymouth Elementary- No one was in attendance to speak about this request. Moved to next meeting.

DEPARTMENTAL REPORT
A. Parks: Mr. Fales stated that last week they attended the Idaho Nursey Landscape Expo to gain more knowledge about the horticulture, certified arborists, and maintain credentials. They also talked with different vendors about appliances.
B. Water: Mr. Hust stated that he has been working with Doug Argo, Holladay engineering on a Master Water plan. They are creating a 20 year plan for the future to work on upgrades. Mr. Hust talked about Seneca and the improvements the Water Department is making for them.
C. Fire: Mr. Castenada gave a report on how operations are going in the Fire Department.
D. Sewer: Mr. Schwartz stated that the plant is currently working on maintenance and taking inventory on spare parts.
E. Street: Mr. Couch stated that he has the Christmas decorations books and plans to take to them next Public Works meeting. He is working on quotes for replacing lights on South Main Street.

MAYOR'S COMMENTS

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Mayor Williams stated he Ms. Dodson and Ms. Dale attended a City Officials Day at the Capital. Ms. Dodson talked about laws that will and won't be passed in legislation this year. Ms. Dale stated that she learned so much about Urban Renewal.

CITIZEN'S COMMENTS

None

EXECUTIVE SESSION

I. EXECUTIVE SESSION ~ *Pursuant to I.C. 74-206(1)(b), the City Council will recess into Executive Session (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent*

A motion was made by Massey and seconded Jensen adjourn into executive session pursuant I.C. 74-206 (1) (b) and (d), to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, and to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code.

After a unanimous voice vote by the Council, the motion CARRIED, and the Council recessed into executive session at 7:38PM.

The meeting reconvened into regular session per the Mayor for discussion at 8:40PM.

A motion was made by Massey seconded by Jensen to eliminate the job title of Municipal Coordinator/Clerk and we have a meeting to discuss the job description for the City Clerk/City Treasurer on February 5 at 4:00PM.

Nancy Dale had a question about Sterling Codifiers. The last resolutions on there are from 2014, 2014-14, and the last ordinance on our website from October of 2104 is. Cordova asked Dale if she was referencing the ordinances on our website. Dale replied yes, Cordova replied that we update it and was not aware it had not been updated. Dale stated now you know.

Missing codes. This all started because of the whole job descriptions. We are missing Clerk, Treasurer, Attorney, Director of Public Works, Police Chief, Fire Chief, City Engineer, Building Inspector, Fire Department and Police Department. All of those say that they were replaced by Ordinance 1245, in 2005, but when you go in there, it is not available. Mayor Williams stated that Bert brought this to his attention the other day. Alan Massey stated that he had also informed the Mayor, and had sent an email to Bobbie, and have not heard back. Bert Osborn stated that Bobbie is not here; she is on vacation. Massey stated there should be a copy of 1245 somewhere. It never said anything was repealed, it just referred back to that, and he wanted to see what it said. Cordova stated we do have it; it repealed those positions to not be appointed anymore.

Councilor Dale said the descriptive of 1245 that was tied to all those positions was 'allowing the Mayor to appoint with consent of Council such persons deemed necessary for efficient operation of the City office of director of Public Safety created. Cordova explained that was when they

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appointed Les Cochran to be over both Fire and Police. That position was eventually eliminated. Councilor Dale asked if by municipal code, shouldn't we have those positions in there? Bert Osborn replied everything should be in there. Dale stated we need the job descriptions of all of those guys. Mayor Williams pointed out that we are supposed to be having discussion on the motion, and this does not pertain to the motion.

Mayor Williams asked for any other discussion. Cordova asked if this is something the Council would like me to be at. Massey replied it is an open session. She explained that she may not be able to attend as it is the first of the month, and utility bills are coming out, and there are two new employees in the admin office, and Bobbie will not be here. Mayor Williams stated that in executive session, they discussed, or were not going to ask.... Alan Massey stated we weren't going to. Mayor Williams stated he would tell Mary about that later. Cordova stated so no, she does not need to be there. Councilor Dale said no, you do not need to be there. You can be if you like. Councilor Dale stated he thought the Council was going to ask Mary for input on that job description. Alan Massey replied we decided not to. Dale added it is just code.

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

Mayor Williams asked if there are any other issues to be brought up, Councilor Dale said she does, but she will stop, although she does have questions about the personnel manual. In addition, when she stated that when she said that she wanted to be part of the Christmas project for downtown decorations, and the Mayor said she was not entitled to speak, all she wanted to do was help. Mayor Williams stated Jamie is going to do the research. Councilor Dale stated she wants to help Jamie; she has a resource with 25% off. Mayor Williams asked Councilor Dale to let Jamie do his preliminary information, and she would have a chance just like everyone else. Councilor Dale noted that it is supposed to go to Public Works? Mayor Williams replied yes. Councilor Jensen stated that as a Council member, she could talk to the Department head if she wanted to. Councilor Wickersham agreed.

ADJOURNMENT

A motion was made by Massey and seconded by Dodson to adjourn the regular meeting at 8:46pm.

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

Signed this _____ day of, 2016.

_____
Mayor Jeffrey Williams

ATTEST:

_____
Matea Gabiola
Administrative Assistant

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MINUTES
PAYETTE CITY COUNCIL
Special Meeting
February 5, 2015

SPECIAL MEETING

A special meeting of the Payette City Council was called to order at 4:00 PM by Mayor Jeff Williams in the City Council Chambers of Payette City Hall, 700 Center Avenue.

ROLL CALL

Members Present:	Mayor Jeff Williams, Lee Nelson, Alan Massey, Ray Wickersham, Craig Jensen, Kathy Dodson and Nancy Dale.
Members Absent:	None
Staff Present:	Mary Cordova; Randy Schwartz, Sewer Supervisor; Jake Hust, Water Supervisor; Mark Clark, Chief of Police; Steve Castenada, Fire Chief; Matea Gabiola, Administrative Assistant; Denise Rueschhoff, Office Assistant.

AGENDA ITEMS

A. Discussions of Creating New Job Descriptions-

Mayor Williams stated that he hoped the Council would review the job descriptions and move forward to take care of our citizens. A couple of things happened this last week that may not have been in the City's best interest, but it all worked out fine. We had a development meeting on Tuesday, and because there is no Municipal Coordinator position, Mary did not go to that, and the Department heads had to answer all of the questions the developer had, and the engineer was there. He answered best he could, but there were some things about zoning and ordinances and codes that we muddled through, but he didn't think we put our best foot forward. A couple of Department heads were embarrassed because we didn't have all of the information. He thought we salvaged it. There was a builder that came in this week, a new builder that hasn't been here before, and has an offer on five lots. He did get taken care of. Mary stepped up and took care of that even though she wasn't really supposed to. He was happy when he left. Those are little things that happened and we need to get our house in order to take care of daily requests.

Mayor Williams continued that his thoughts are that the City Council takes a look at the different job descriptions and talk about what else to we need to fill the gap, and who and how are we going to fill that. He stated he tends to be a little solution based, and if there is a challenge, bring a suggestion how we are going to fill everything that is not included in the City Clerk job description.

Councilor Massey stated that one of the reasons that we added the last line – additional duties as assigned modified by the Mayor, is so that as things like this come up, we would be able to identify the integral things that need to be done. I think we all recognize that as a small rural community, there was going to be some overlap between the various areas. But, what we are trying to accomplish here is widen the bottleneck we have seen occur in the past. So we are looking at this as a template to go forward on this, and we all understand there may be some things that may need to be added. But, this is going to be the start, and we are open for suggestions as they come along, but we are trying to get away from just a blanket Municipal Coordinator does everything.

Mayor Williams stated specifically the job description of Municipal Coordinator that we had until Monday night includes some things that he would like a clear understanding. Does the Council want to leave that to his discretion to how that is done? He will go through the duties. "Provides clear and consistent line of communication between the Mayor, City Council, Department Heads and Supervisors." Ms. Dodson stated that that is reasonable. Councilor Dale stated no.

Mr. Massey stated that is one of the things as the Mayor gets more involved with the direct supervision of them he thought the Mayor would have as he became more involved with all the department heads and Mary and Matea and anybody else there who he can talk to and the Council can talk to. He did not think it was up to the Municipal Coordinator to be the liaison between everybody. Mayor Williams stated that as he mentioned the other night, that in meeting with the all department heads they stated that they come in just to bounce ideas off of somebody that is here at City Hall all the time. Mr. Massey replied that they are still free to do that.

Councilor Dale stated that one thing we need to clear up is that if Mary didn't attend a meeting because she's no longer the Municipal Services Coordinator, and because we didn't assign a job title to her, then why is she here at all. If we're going to take that approach, and how much of this we may need to discuss in executive session she will let the Mayor determine at this point.

Mayor Williams asked what do you want her to do. He wants to go through these things and find out if she has the ability to do that, or is it his discretion.

Councilor Nelson commented that as far as Mary being here, she is still appointed the Clerk/Treasurer, and there is no question that she shouldn't be here. Mayor Williams stated that was not too valid of a comment. Ms. Dale replied that she was sure that would not be the last thing they don't agree on either.

Dale asked Mayor Williams that as he read through the proposed job description what things did he see missing or what did Mary see. Mayor Williams stated that the things on the job description are pretty much covered, but the things that are on the Municipal Coordinator job description that are not covered is what he is trying to go through. Councilor Dale asked what piece on here – is it the Planning and Zoning that was on the old one.

Mayor Williams stated that he will go through them from the top: "Implements the policies and plays of the Mayor and Council", that's covered. Councilor Dale replied right. "Provides clear and consistent lines of communication between Mayor, Council and Department Heads and Supervisors". Mayor Williams said that he is not going to be at City Hall all of the time, and if the Council wants to have a full time Mayor, that make take a vote of the public, and a whole different concept of how our government is run. We can eventually get there, but he is talking about Monday. Councilor Wickersham asked to be read the passage again, which the Mayor did.

Councilor Wickersham asked if we have to have someone in the middle to explain everything to all of us? He commented that he did not quite follow that one. Mayor Williams explained that for example, if Steve came in and said I have this problem, what do you think. Mayor Williams added that he bounces work ideas off of his wife, and he was sure the other Council members may do that too. There are times this week that the Department heads have texted him a whole lot more, but he is not the risk mitigator for the City. He can field their questions, but there are a lot of technical things that are not in his wheelhouse.

Councilor Jensen asked if we mentioned anything about Mary not being able to talk to Department heads. Councilor Massey stated that the Mayor is misconstruing the whole thing. There is nothing that mitigates Steve to talk to Mary, or Mark to talk to Jake. Everybody can talk to everybody. Councilor Dale added it is actually quite the opposite of what is happening. In reality, they are being discouraged to talk to the Council, and the Mayor has informed us not to talk to them. As far as "Provides clear and consistent lines of communication between Mayor, Council and Department Heads and Supervisors", what that says is that everything goes through her and doesn't come to us directly. That is the problem with that sentence. Mayor Williams disagreed.

Councilor Jensen commented that he thinks we are missing the point on this. He did not know how nit-picky they want to be, but he did not think they ever wanted to stop anyone from talking to anybody. Mayor Williams stated the thought Mary thought that she was not supposed to talk to Department heads. Councilor Dale asked when did we send that direction. Mayor Williams replied when the Council eliminated the City Coordinator position. Just this afternoon, all of the Department heads time cards are signed off by someone here, and he did that today. Councilor Massey stated that what that is saying is that Steve can't talk to Jake, and that is wrong. And there is no reason why Mary can't talk to them and they can't talk to Mary. We are just getting rid of the supervision part. Not everything has to go through Mary. Mayor Williams ask if Chief Clark has a question about running his department. Massey replied if it is something Mary can help him with, he can go talk to her. Wickersham added that now he doesn't have to if he doesn't want to. We aren't saying he can't talk to her. Massey added that we are trying to increase communication, not funnel it. Wickersham commented that clerk/treasure is a common position in any city. They can go talk to who they want to. Mayor Williams said that the Department heads go through the chain of command, and that is not the Council. Massy replied it is the Mayor, it's not through Mary. We are just clarifying that.

Mayor Williams wondered if this was appropriate for open session, but what things don't you want her to do? Ms. Dale replied the Planning & Zoning. Again, to free her up and isn't spread so thin. And, as the Mayor suggested in a meeting, and hopefully we are going to talk about today, the possibility of having another individual to handle the Planning & Zoning. Mayor Williams stated that and once we find out what she can do, and what she's not do, we'll know the whole fit.

Mr. Massey stated one of the things that the Council talked about in executive session, we talked about finding somebody, and one of the things she could be doing is exactly what she didn't do. Working with developers and stuff like that. Mayor Williams stated Ms. Cordova did not attend the pre development meeting as a result of not being the Municipal Services Coordinator. Mr. Massey stated that is still something that as the Mayor you have that discretion, and yes, we are going to be taking about that. Mayor Williams commented that there are things that happen on the fly. So, I will end up giving the Council notice after the fact. Massey stated if things are happening on a regular basis that really fall under Mary's expertise then that is fine. Mayor Williams stated we needed this meeting to get that clarification.

Mrs. Dale stated we discussed this in executive session and made it clear what we felt her strengths were, and one of her strengths was working with developers. Even if you want to say this doesn't exist, so she is just the clerk, Mayor Williams knew what the Councils intentions were by reading this job description, and we had talked about that we weren't asking for the Mayor's permission, or the Mayor wasn't asking for the Council's permission to give her other duties. We were just asking for notification so things didn't get so far out there again.

Mr. Wickersham asked the Mayor what is his solution to fixing the job description. Mayor Williams stated that he believes that Ms. Cordova has no problem stepping away from Planning & Zoning, but there will be a learning curve as we don't have someone in place. Bobbie can fill that, but we are going to have to find out the holes we currently have.

The Mayor read the job duty of "Oversight for public works activities." Mr. Massey and Mrs. Dale asked why she would need to do that. Mayor Williams stated that if departments are working together, maybe there needs to be an induvial coordinating efforts. Ms. Dale stated maybe we need to hire a Public Works director. Mayor Williams said that is not going to happen by Monday and asked what the long term plan is, are we going to budget next year for additional people, what is that going to cost us. Williams said he is looting for parameters so she doesn't feel like her hands are tied. Mr. Massey stated Ms. Cordova's hands are tied only to the Mayors extent. If you see a need for someone to do it, we need to add it to Mary's description.

Councilor Jensen asked what would be wrong with one department head talking to another department head in that situation and then working together. The Mayor replied there was something about a water line and it was going to take a right angle, and the engineer and Jake were working together, and sometimes it takes another set of eyes. Councilor Wickersham stated there is nothing in there that says they have to do it if they don't need to do it. The Mayor pointed out it says 'oversight', so maybe we want to reword that. He wants to see a written job description so it is not being changed forever. Wickersham added that the Council gave the Mayor the ability to fill that gap. There is a comment in there that says at the Mayor's discretion, he can assign this. That was thrown in by Alan. The Mayor asked then do we need to talk anymore, or he will let you know what you're going to do.

Mr. Massey stated that one of the things he hoped to do is this is a start of revamping what the job description is; it was never intended to tell everybody not to talk to anybody, and there's no reason why Jake and Jamie can't get together and say we have to do this, or what's going to happen here. They can talk to the Mayor because he is their direct supervisor, or if it really falls under Mary's wheelhouse, he can say let's go talk to her about it. That's just a good manager. Or they can go talk to the engineer, there is nothing in here that says they can't do that. They are all good people; they are all smart. The Mayor said that is what he tried to explain the other night. Wickersham added that the Mayor did not need to explain that; they have known all along.

Councilor Nelson stated that in previous meetings, there was some insinuation that they reported to Mary, which was countered by the Mayor, but that is part of the insinuation that they report to the Mayor. Mayor Williams stated he had asked Mary, since it was in the previous job description, and when he goes to City Hall, he hears a lot of things about what is going on. There are times they get a hold of him directly, but he is not a full time Mayor, and he didn't know if that is what the City wants. We can't change that right now. Wickersham stated that he works in a lot of cities where the Mayor is not full time. The Department heads talk to the Mayor if they want to.

Mr. Massey stated that one thing the Mayor wants is to have the funneling go through Mary, and that is what we are trying to get away from. If they have a question, that's fine. Not everything has to go through Mary. They are big boys; they can talk to the Mayor and the Mayor can talk to them. They're not going to have to call you up and say I'm going to go paint something. They know what their jobs are. They shouldn't have to go to Mary every fifteen minutes either. Mayor Williams commented that they don't do that. Mayor Williams would like clear understanding of what, if it is up to his discretion, he can just say he doesn't know the answer, go to Mary.

Councilor Massey stated that one thing the Mayor can do, and he can take the time to do it, is if there are going to be ongoing things that require Mary's participation dynamically, there is no reason in the world why he can't write that down and bring it to the Council as this is what we want Mary to do. We are not saying she can't do anything, she just can't do everything. Mayor Williams asked if Massey wanted him to log everything down. Massy replied no. If Mary is going to be involved with building developers, and a big guy comes in here and wants to do something, there's no reason why Mary can't do that. Just say she is going to do this, and we say okay, or we don't say anything. The Council just wants to be notified of what is going on. Mayor Williams asked if that would be at every meeting, and Massey replied no, that would be in the job description. Mayor Williams clarified that the Council does not need to be notified of that every time, just keep adding to the job description. Massy replied right, and we review it, and when it becomes too much, we say hey, slow down, let's figure out another way of doing this.

Mr. Jensen stated we are looking for a point of all of a sudden she is doing it on a regular basis, not spur of the moment, if it falls under her expertise, have Mary do it. Whatever is best for the

citizens of Payette is how the City Council needs to go forward. Mayor Williams noted that was his frustration this week was there was not things done in the best interest of the citizens.

Wickersham added that as far as ordinances and all that stuff that is what a clerk does. That is a clerk's job. And if there are legal questions as to what they can and can't do, that is a clerk's job.

Mayor Williams brought up "Monitors and interprets changes in laws and regulations related to assigned activities and functions;" Wickersham and Massey replied that is a Clerk's job. "evaluates their impact on City activities and drafts changes to ordinance, regulations, policies and procedures" Massey replied that Bert advised us that those need to go through him. Councilor Dale said the drafting of ordinances that is actually, by statute that is our job. Now Mary actually drafting, not on her own, but once it has been discussed with us, so we don't have a situation like we did where the decision was already made, the ordinance was already written to suspend the impact fees before we even made that decision, had that discussion. Again, us understanding what our jobs are. Mayor Williams added that it did go before the Impact Fee Advisory Committee. Dale stated it needs to come through us before we find ourselves in a public hearing. Mayor Williams explained that is has to be drafted before a public hearing. Dale pointed, we hadn't even decided if we were going to suspend them yet; we hadn't even had that discussion yet. It comes before the Council. Mayor Williams asked if that means a work session, and Dale replied yes, we should at least be part of the conversation.

Mr. Nelson brought up the question if Mary not drafting the ordinances, and we get them all the time before we know because she is in the know about what needs to be done. We always can vote it down; we don't have to vote for it. Wickersham added if there is an ordinance that needs to be done, that is Mary and Bert's job to prepare it for us. Dale pointed out after we've had the discussion. It was like it was just pulled out of the air this is what we are going to do. Wickersham replied that if it is an ordinance issue, Mary needs to point that out to us so we can discuss it. Mayor Williams stated there was urgency since we may end up doing some refunds. Wickersham was concerned that we didn't look at it earlier. Dale stated that we are trying to get things off her plate.

Mayor Williams asked what don't you want her to do? Dale stated eventually Planning and Zoning because we really need someone who can monitor codes and it is a huge piece. Having her handle it is not beneficial to the City at all.

Mayor Williams stated if he works with staff for the do it yourselfer, and we start working toward not doing the Planning & Zoning, what other things to we want to take away right now. Councilor Jensen stated that if there is a big project, we want them to work with Mary because she has the expertise. The building inspector working on small projects can get things done faster. The Mayor explained that they are going to start having people get advice from an architect.

Councilor Nelson wondered if the Mayor will not be able to vote in the case of a tie vote. Mayor Williams stated yes, there is a potential. Jensen commented that he doesn't have a problem with the Mayor helping.

Councilor Massey stated that one of the things we all discussed in executive session. Mayor Williams interrupted Massey and warned him not to discuss what was said in executive session. Massey continued that some of the things we have discussed at various times, just as a realistic concept, we are a small, rural community, and we rely on Department heads or business managers or people that do things in the City. We know that we have limited time and personnel and they all have unique abilities. We all understand that someone might be working as XYZ in the morning and they might switch over to a different box in the afternoon. We understand there has got to be some flexibility here. We are not saying that is something they cannot do. But that is

where the Mayor is going to come in too. He is the chief executive of this corporation, this business, this City, and as he sees some of this come up, he needs to write some of this down too, because we can't supervise, we are not trying to supervise. Mayor Williams said administrative versus legislative. Massey continued that he needs to make the determination, fill out the detail, and bring it back to us. Mayor Williams summarized that what he is hearing is that this job description that is in front of him is that this is a start and can grow over 6 months or a year. Mr. Massey stated that this was described as a template to begin conversation, and yes, he would like to have something done by the next Council meeting. Wickersham said there is nothing in here that the guys can't talk to her to get her expertise.

Councilor Jensen stated that when he had an insurance gig, he had fights with a division manager in regards to if he put somebody's two vehicles on a policy that only had one, then people would go to the manager and say they want that account now for me, I added two vehicles so I did more work than the other guy. Finally, the Division Manager came to me and said this is the other guys client, your job is to help him if the other agent isn't there. If you want to add the three cars then great, it's not your business, but you will add the three cars. Take care of the client, don't worry about where the chips fall. Everyone should work together to do what is best for the citizen. It may not be in your job description, but if you are there and can help, then do it.

Councilor Dale stated that sometimes you just have to step back and ask how did we all get here, what started all of this. As we have discussed in executive session, there were issues that we felt there needed to be some intervention, and also trying to find out where this came from and what is the background of how City Coordinator came to be. For a job description to read for an individual to have "extensive leeway is granted for the exercise of independent judgment and initiative", that's like setting somebody up. How many times has Mary said yes, yes and yes? It just seems to be in her nature. Sometimes we just don't know how much we can handle. So what do you do, you stop, backup, see how this was created, you go legal. Alright, what do we need? We have to have by statute a clerk, a treasurer and an attorney. Let's get that addressed first. So, here we are. Maybe the piece that we missed, which is very obvious now, is that who did we have in mind to step in and handle these issues in the interim like planning and zoning. I'm sorry; I'm not sorry I'm discouraged that the decision was made for Mary not to attend a meeting where she was obviously needed, and that the Mayor didn't feel comfortable saying that yes, go to the meeting, and we will settle it at the next meeting. Mayor Williams stated that the timing was not good because the meeting was the next morning. Dale stated it would have been nice to have a flag up to say how do you want us to handle that. Mayor Williams said he did not know about it until after the fact. Councilor Dale stated bad choice. Mayor Williams stated the Council needs to own that a little bit. We all make decisions, and there are consequences for every decision you make. He wouldn't say bad choice on her part; it's all of us. Councilor Dale asked what other things are we not seeing that has not been conveyed to us; the other train that is coming down the track. Mayor Williams said the builder that comes in, if Matea calls me, I would probably say tell Mary to handle it.

Mayor Williams stated that Tuesday morning, the Department heads were surprised too when they learned that things had changed a bit. Councilor Massey added they did, that's fine. Dale stated but that's not the message that was conveyed in executive session. Mayor Williams reminded that we can't talk about what happened in executive session. We need to own it too. Dale asked that in the interim, do we say that Mary does the big projects and the Mayor and Matea do the smaller projects. Mayor Williams replied as it evolves, he will let you know. Things will evolve. Dale said she thinks this is something that is in the interim or is this something long term so we can be a better city. She stated in her mind, she is really settled on that individual being on staff who is going to handle the planning and zoning piece of it and keep the codes up to where they need to be and maybe keep us from spending engineering money that Holladay Engineering does. Wasn't there someone here before that handled that? Wickersham pointed out that doesn't save you money. When we had that position, the engineer doesn't do it all as there are different fields of

engineering. Councilor Dale commented that she had a conversation with Dan Cummings, and he stated in the past he felt that he was using them more than we needed to.

Mayor Williams stated that our neighboring city has a different engineer for each specialty and a public works director. He thought that Paul Stevens, was the public works director, and also the engineer. And there is a check and balance with that position as far as checking plans.

Councilor Massey suggested that in regards to a public works director, perhaps one of our Department heads can grow in to that. They are much more intimately familiar with what is going on, and if they need legal advice or engineering advice, there's no reason why one of them can't do it. One of the reasons for having the organizational chart as we grow as a city, was an HR department, an Economic Development department, and it doesn't mean it's a full time thing, but there is a block there that somebody needs to do it. We just haven't got to that point. We are trying to make it more efficient for everybody.

Mayor Williams stated that there is no doubt that if I can't answer something, I will tell them to go through Mary. Wickersham stated he had no problem with that.

Mr. Castenada addressed the Council on how he approaches talking to Ms. Cordova about his department. Mr. Castenada stated that never once has Ms. Cordova told him how to run his department, and he goes into Ms. Cordova's office is if he has a personnel problem to verify that he is following all the proper steps to avoid legal repercussions and bounce ideas. Mayor Williams asked Castenda to explain what happened with a downtown business. Castenda said that some businesses stretch the rules a bit, and the business owner stated that he was very happy with his recent dealings with Mary and the staff, which in turn opened the door for the Fire Chief to get the owner in to compliance. They came in to compliance the very next day. Mayor Williams stated that we always hear the bad things first.

Ms. Dale stated part of the Mayor being brought in to the discussion rather than Mary when it came to light that Mary was also handling the HR and employee problems and when we discussed it with ICRMP, they even said let's get some other designations going here. By statute, this is the Mayor's responsibility. So if the guys are having problems with employees, they need to be calling the Mayor. With Mary handing risk management and HR, I see her being brought in to that discussion, but the other piece is someone else handling the HR needs to be addressed. Dale stated that we never thought they were supposed to call the Mayor if they had a contract or need a purchase order signed. Our intention was under the personnel issues. Mayor Williams stated that most of the personnel issues are way out of his wheelhouse. Maybe eventually he may be able to advise a department head on personnel. He will refer most of that back to Mary. Dale added in the interim.

Mr. Nelson stated he keeps hearing we need an induvial in Human Resources, Planning and Zoning, and Planning Director, engineer, but what can we afford. Personally he believes we can't afford to bring on another 2-3 more individuals. Wickersham sometimes that just makes it worse.

Councilor Dodson stated she has been researching outsourcing the Human Resources department and we can have a certified Human Resources Generalist at the city's disposal to handle payroll, taxes, deposits, and all other reporting. One company that Ms. Dodson was researching prices range from $12,000 a year and the max Cadillac plan ran up to $21,000. They also keep your employee handbook up to date, and they assume the liability for depositing your taxes and doing quarterly reports. Mr. Nelson stated he sees that as a payroll function rather than Human Resources. Ms. Dodson stated they handle those tasks as well as all Human Resources aspects. Ms. Dodson and Ms. Dale stated this is a cheaper avenue then hiring another person to the staff as well as relieving current staff of these duties. The Mayor asked the department heads if they believed that someone in house was needed to handle Human Resources. Mr. Schwartz stated

that he has personally never had any issues, ever in the years he has been employed with the City.

Councilor Massey stated that as the Mayor is working on the holes that they have, that is part of what we are trying to do, trying to make it better for the citizen. Mayor Williams asked Ms. Cordova is she has anything thought on what she heard in this meeting. Ms. Cordova stated yes she does have thoughts, but she would like to talk with staff first to get their input.

Councilor Dale stated over the two years she has been here, she has had several conversations with Mary, and have asked her what do you like to do, because it was evident from the beginning it was too much for one person, and in trying to get that from her she even suggested she write her job description what do you want to do. We need that feedback, and when we don't get the feedback and don't get the answers we will draw our own conclusions, and because we have go forward and accomplish some things, and that is where we are now – alright, can't get answers we will draw this up ourselves. And whether we do it in open session or executive session, it would be good to hear from Mary. Mayor Williams stated she has been absorbing. He has been down here a lot more lately.

A motion was made by Massey and seconded by Wickersham to accept this as the beginning job description for the City Clerk & City Treasurer as written by Mr. Massey on 2/2/2016. Mayor Williams added as it is a work in progress for the City Clerk & City Treasurer, with discretion from the Mayor as long as he keeps the council informed.

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

B. Discussion of Creating New Positions in Administration Department – No discussion

ADJOURNMENT

A motion was made by Nelson and seconded by Dodson to adjourn the special meeting at 5:05 pm

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

Signed this _____ day of February , 2016.

_____
Jeffrey T. Williams, Mayor

ATTEST:

_____
Matea Gabiola
Administrative Assistant

CITY OF PAYETTE
FEBRUARY 16, 2016

CITY PAYROLL	2/5/2016	$ 120,388.90
ALLIED BUSINESS SOLUTIONS	02/11/16	907.84
AMERICAN CHILLER	02/11/16	1,739.64
ANALYTICAL LABORATORIES	02/11/16	465.41
BDS	02/11/16	1,705.94
BOUND TREE MEDICAL	02/11/16	164.48
BRADY INDUSTRIES	02/11/16	188.68
BURKE ELECTRIC	02/11/16	236.00
CABLE ONE	02/11/16	271.43
CAMPBELL TRACTOR	02/11/16	737.62
CAMPO & POOL	02/11/16	18.52
CENTURYLINK	02/11/16	1,572.92
CEPI	02/11/16	100.00
CESCO	02/11/16	19.60
CITY CLEANERS	02/11/16	215.57
CLAY PEAK LANDFILL	02/11/16	1,423.28
COLUMBIA BANK	02/11/16	5,309.78
COMPLETE OFFICE	02/11/16	582.58
D&B SUPPLY	02/11/16	74.44
DCS TECHNOLOGIES	02/11/16	621.41
DIG LINE	02/11/16	66.90
ENERGY MANAGEMENT CORP	02/11/16	381.37
ENVIRONMENTAL EXPRESS	02/11/16	246.57
FERGUSON	02/11/16	2,020.47
FLEET SERVICES	02/11/16	3,069.12
GALL'S	02/11/16	233.12
GEOCORP	02/11/16	421.47
GRAFIX SHOPPE	02/11/16	758.41
HANIGAN CHEVROLET	02/11/16	58.33
HARDIN SANITATION	02/11/16	1,227.51
HD SUPPLY	02/11/16	45,500.00
HOLLADAY ENGINEERING	02/11/16	4,601.88
IDAHO BUILDING INSPECTION	02/11/16	599.74
IDAHO POWER	02/09/16	19,929.35
IDAHO RURAL WATER ASSOCIATION	02/11/16	500.00
IDAHO TRANSPORTATION DEPT.	02/11/16	92.00
INDEPENDENT ENTERPRISE	02/11/16	224.58
INTERMOUNTAIN GAS	02/11/16	5,812.03
MCCREA HEATING	02/11/16	2,852.95
METROQUIP	02/11/16	231.26
NAPA AUTO PARTS	02/11/16	2,354.83
OMNI PUBLISHING	02/11/16	61.95
ONTARIO TOOL	02/11/16	609.00
OSBORN, BERT L.	02/11/16	2,700.00
OVERDRIVE	02/11/16	55.91
OXARC	02/11/16	185.31
PAETEC	02/11/16	16.32

PAYETTE HIGH SCHOOL	02/11/16	50.00
PAYETTE HIGH SCHOOL	02/11/16	40.00
PAYETTE IRRIGATION CO	02/11/16	777.00
PAYETTE PRINTING	02/11/16	99.75
PUBLIC SAFETY CENTER	02/11/16	105.83
QT TECHNOLOGIES	02/11/16	995.00
RHINEHART, LARRY & KATHY	02/11/16	1,450.00
RIPPIN' STITCHES	02/11/16	73.00
S&H	02/11/16	240.57
SAV-ON BLDG	02/11/16	23.95
SHERRY, KIP	02/11/16	125.00
SUNRISE ENVIRONMENTAL	02/11/16	219.64
T.A. WELDING	02/11/16	90.53
TOOMBS	02/11/16	55.00
TRANSPORTATION SYSTEMS	02/11/16	56.64
UNITED PARCEL SERVICE	02/11/16	48.30
UNIVERSITY OF IDAHO	02/11/16	6,469.46
WESTERN STATES CHEMICAL	02/11/16	281.18
WHITE CLOUD COMMUNCATIONS	02/11/16	183.76
WIENHOFF DRUG	02/11/16	105.00
YOUNGBERG HEATING	02/11/16	69.00
		$ 243,113.03

MINUTES
PAYETTE PLANNING & ZONING
Regular Meeting
January 28, 2016

6:00 PM – Regular Meeting

I. ROLL CALL: Chairman Randy Choate, Jim Franklin, Gary Youngberg, Peggy Childers and Nial Bradshaw.
Members Absent: Jody Henderson
Staff Present: Mary Cordova and Matea Gabiola

II. APPROVAL OF MINUTES
A. 01-28-2016 Regular Meeting Minutes

A motion was made by Franklin and seconded by Childers to approve the regular meeting minutes 12-17-2015 as written.

The motion CARRIED by unanimous voice vote.

III. COMMUNICATIONS
None heard.

IV. PUBLIC HEARING
A. An application by Carla Flores for a conditional use permit to allow a childcare facility at 229 10th Ave No, AKA 237 10th Ave No; LOT 1, BLK 4 T.J LLOYD SUB. - Carla Flores, 229 10th Ave No – Ms. Flores stated she has already been licensed in the City of Payette at her former address of 316 3rd Ave North, but she is moving to a new facility . Mr. Franklin asked Ms. Flores about fencing, and if it would be constructed before operations began. Ms. Flores stated yes it will be. Mr. Bradshaw asked Ms. Flores if she was going to live in the facility as well. Ms. Flores stated yes, this building has 2,300 square feet, with the living area located in the back. Mr. Franklin question if there will be enough parking. Ms. Flores stated yes there is more than enough.

V. AGENDA ITEMS
A. Carla Flores- CUP- 229 10th Ave No, AKA 237 10th Ave No-

A motion was made by Franklin to approve the Conditional Use Permit for a childcare facility up to 12 children with operating hours from 6am-6:30 pm contingent on a fence be constructed before operations begin, provided all local, state and federal regulations are met and permit can be revisited upon complaint. The motion was seconded by Youngberg.

The motion CARRIED by unanimous voice vote.

B. Ordinance Updates – Ms. Cordova presented to the Commission a rough draft of possible animal regulation code changes. Ms. Cordova stated she gathered information from surrounding cities on their land use regulations for animals. As it stands now, in B- Residential zone you are allowed 1 horse, 1 cow and calf or three sheep on the lot with 21,800 square feet of fenced irrigated pasture with an approved Conditional Use Permit from the Planning & Zoning Commission. The ½ acre refers to open pasture, grazing or similar space so the citizen can't have just a ½ acre surrounding the house like a front yard, it actually has to be a ½ acre fenced off from the house. Ms. Cordova pointed out that one regulation that seemed to be the normal in most cities were that all accessory buildings housing the livestock have to be at least 30 feet from the property line, 50 feet from any residential structure and can't be in your front yard. Ms. Cordova also stated the Planning & Zoning Commission could add a piece stating regardless of the zone a citizen could have any of these animals provided that a household wouldn't have any more than three different types. Mr. Youngberg stated possibly create a point system on the type of animals, depending on the zone and lot size to regulate how many points a citizen could have regarding animals. Ms. Cordova asked the Commission if they would like to focus more in the livestock rather than pet regulations. Mr. Franklin stated yes, due to citizens having to come get Conditional Use Permits to have their livestock, when in most cases they have the right land use to house them. Mr. Youngberg asked the Commission do we want to be restrictive on what we allow or what we don't allow. Mr. Choate stated that he thought Mr. Youngberg's point system would be very beneficial. The Commission agreed to do away with the pet section of the rough draft and stick to the livestock portion. Ms. Cordova stated that after this discussion we have a good starting point.

VI. PUBLIC COMMENT
None

VII. ADJOURNMENT

A motion was made by Youngberg and seconded by Franklin to adjourn the meeting gat 6:45pm.

Matea Gabiola
Recording Secretary

DRAFT

CITY OF PAYETTE, IDAHO

AGENDA STATEMENT

To: Payette City Council

From: Bobbie Black, Deputy City Clerk

Date: 2/12/2016

Re: Admin & Finance Committee

BACKGROUND & JUSTIFICATION: The Admin & Finance Committee has an opening. The Mayor is making recommendation for Vonnie Paul to fill the position.

FISCAL IMPACT: None

RECOMMENDATION: Recommend that City Council approves appointment from the Mayor of Vonnie Paul to the Admin & Finance Committee.

City of Payette
Appointment Boards/Commissions Application

Name: Vonnie (First) D. (Middle) Paul (Last)

Street: 9 So. 11th St. (Street) Payette (City) 83661 (Zip)

Are you a City Resident? Yes Home Phone: (208) 739-8767

Occupation: Loan Officer / Business Dev. Work Phone: (541) 889-3149 x

E-Mail vonniep75@msn.com vonnie@malheurfcu.org

Employment: Malheur Federal Credit Union (Name of Employer)

1625 SE 5th Ave (Street) Ontario, OR (City) 97914 (Zip)

Please list your qualifications for effective Board membership (Include all City Boards you serve on and any relevant experience/expertise in the area you wish to serve):
Prior Payette City Councilman, Public Safety Commissioner, Parks + Recreation Commissioner. Ten years of professional expertise in the fields of Financial Analysis and Internal Audit as well as numerous years of accounting

Reason for seeking appointment (Areas of interest, goals, etc.):
I feel it is my civic duty to serve in any capacity requested of me by the Mayor of our fair city. And, to do so to the best of my ability. I strive to see Payette succeed. It's my home.

Are there any reasons you may have a conflict of interest if you were appointed to a Board of Commission which you listed? No If yes, please explain.

References (Non-family, these may be personal or professional):

Burt Osburn (Name) 315 N. 20th - Payette, ID 83661 (Address) (208) 642-4458 (Phone)

Lacey Hogg (Name) 515 E. Butterfield - Weiser, ID 83672 (Address) (208) 642-7887 (Phone)

Signature: Vonnie D. Paul Date: 2/10/16

City of Payette

Donation Request Form

Note: Requests must be received two (2) weeks prior to your event. We cannot fill requests without proper advance notification. One donation will be given per calendar year. A submitted request does not guarantee a donation.

Please initial that you have read the above statement TH

☒ Annual Request

☐ One Time Request

OFFICE USE ONLY

Date Received RECEIVED by fax JAN 15 2016

Received by CITY OF PAYETTE

Call made by/time

Donation Awarded Y / N CC Date 2-1-16

Amount of Donation Unknown

Amount left in line item 2740.00

2-11-16 talk to Tiffany

Organization Information

Name of Organization/Club New Plymouth Elementary

Organization's Address 704 S. Plymouth Ave.

City New Plymouth State ID Phone 83655

Organization E-mail hillt@npschools.us

Please Attach Proof of Tax Exempt Status

Contact Person Information

Contact Name Tiffany Hill

Contact E-mail hillt@npschools.us

Contact Cell Number 208-739-8994 Work/Home Number 208-278-5333

Are you a Payette resident Y / (N)

Event Information

Event Name Annual School Carnival

Event Date and Time March 18, 2016 6:00-9:00 p.m.

Projected Attendance 2000 Cost per Person (if applicable) n/a

Item to Be Used For (Door Prize, Silent Auction, Live Auction, Etc.) raffle item, door prize

Are you requesting a pool pass Y / N If not, list your request any

Event Description NPE has an annual fundraiser carnival to help with various expenses for the students. See attached letter

NEW PLYMOUTH ELEMENTARY

704 S. Plymouth Avenue - New Plymouth, ID 83655

(208) 278-5333 Fax: (208) 278-3257

Carrie Agues, Principal | Pam Kelly, Special Ed Supervisor | Melissa Knight, Secretary | Tiffany Hill, Clerk | Tembra Gaskins, Counselor

January 15, 2016

City of Payette
Fax: 208-642-1412

To Whom It May Concern:
We are writing once again in the hope that you will make a donation for our annual school carnival. Your past help was greatly appreciated. As you know, every year we open our school to not only our community, but to the surrounding communities for our New Plymouth Elementary Annual School Carnival. We set up games in each classroom from a Patriot Pitch, to the ever popular Bingo. Several people attend just to catch up with old friends and enjoy dinner, while others come to bid on donated baskets and purchase tickets for the raffle. All proceeds from this event benefit students, from new playground equipment, student incentives, student awards, to field trips and more. With local and national support our carnival will continue to be a great success.
If you can help in any way, it would be greatly appreciated. We hope that the following information will meet your request procedure for donations.

Nonprofit Organization: New Plymouth Elementary School
Tax Identification Number: #82-6000-863
Financial Goal: $17,000
Type of Event: Annual New Plymouth Elementary School Carnival
Date of Event: March 18, 2016
Address of Event: 704 S. Plymouth Ave., New Plymouth, Idaho 83655
Contact Person: Tiffany Hill, Secretary (208) 278-5333 hillt@npschools.us

You will receive exposure for your donation in Payette County, parts of Canyon County, and Malheur County in Oregon. Our advertisements and "Thank You" notes will be published in the Argus Observer, Ontario, Oregon and in the Independent-Enterprise, Payette, Idaho. You will also receive exposure on our Facebook page and district web site. In addition, posters are placed throughout the community, and numerous bulletins, emails and flyers are sent home with our 500 students.

Once again, thank you for your past donation, and we hope you will support us again this year.

Sincerely,

Tiffany Hill
Secretary, New Plymouth Elementary School

name	contact person	date contacted	method	reponse
Disneyland	n/a	1/11/16 TH	online	NCES dist 1602370 J8AH3GE7 school 160237000423
				need new password, no log-in already registered - sent email to fix
Amazon	amazon-giving@amazon.com	1/11/16 TH	email	
Dallas Cowboys	dallascowboys.requestitem.com	1/11/16 TH	online	
Mauricesf.com	1-218-727-8431 charitablegiving@maurices.com	1/11/16 TH	phone email	
Maverik.com	sponsorship@maverik.com	1/11/16 TH	email	
Otter Box.com		1/11/16 TH	online	
Dutch Bros.		1/11/16 TH	online	
Boise Towne Square	boisetownecadmin@ggp.com	1/15/16 TH	email	
Idaho Power	Mike Ybarguen	1/15/16 TH	email	mybarguen@idahopower.com
Cheesecake Factory	Brooke Rooker	1/15/16 TH	email	0120ost@thecheesecakefactory.com
City of Payette		1/15/16 TH	online fax	208-642-1412

City of Payette

Donation Request Form

Note: Requests must be received two (2) weeks prior to your event. We cannot fill requests without proper advance notification. One donation will be given per calendar year. **A submitted request does not guarantee a donation.**

Please initial that you have read the above statement _____

☒ **Annual Request**

☐ **One Time Request**

OFFICE USE ONLY

Date Received 2-4-15

Received by City Hall

Call made by/time _____

Donation Awarded Y / N **CC Date** _____

Amount of Donation _____

Amount left in line item _____

Organization Information

Name of Organization/Club See Attached

Organization's Address _____

City _____ **State** _____ **Phone** _____

Organization E-mail _____

Please Attach Proof of Tax Exempt Status

Contact Person Information

Contact Name Dan Greig

Contact E-mail _____

Contact Cell Number _____ **Work/Home Number** _____

Are you a Payette resident Y / N

Event Information

Event Name Boys & Girls State

Event Date and Time _____

Projected Attendance _____ **Cost per Person (if applicable)** _____

Item to Be Used For (Door Prize, Silent Auction, Live Auction, Etc.) _____

Are you requesting a pool pass Y / N If not, list your request _____

Event Description $400.00 Boys
$375.00 Girls

PAYETTE CITY COUNCIL
Agenda Request Form

Policy: Any person, group or organization wishing to personally address the Payette City Council in session shall fill out a written request form and file it with the City Clerk's Office 10 days in advance of the scheduled meeting. Regular meetings are held at 7:00 P.M. the 1st and 3rd Monday of every month.

NAME: Dan Greig

TELEPHONE: 208-452-3100 (DAY) 208-707-3264 (EVENING)

ADDRESS:
1211 Tara Ct. Fruitland / American legion 301 S. IOWA Payette

NAME OF PERSON(S), GROUP OR ORGANIZATION:
Payette American Legion Post #33

SUBJECT MATTER TO BE DISCUSSED:
Request for donation to send High School Junior students to Boys State/Girls State
Cost to send students is $400.00 each

Boy $400.00
Girl $375.00

COULD THE SUBJECT BE DISCUSSED AND/OR REVIEWED BY MEETING WITH THE MAYOR, CITY DEPARTMENTS OR OTHER OFFICIALS? [ ] YES [X] NO

IF ANSWER TO ABOVE IS YES, PLEASE LIST THOSE WHO HAVE ALREADY REVIEWED SUBJECT. IF NO, WHY NOT?
My understanding is that this must be voted on by the City Council

SPECIFIC QUESTIONS AND/OR ACTION DESIRED FROM THE CITY COUNCIL:
Donation

The person(s), group or organization making the request to be on the agenda will be contacted by the City Clerk's Office, informing him/her of the scheduled meeting date and time. Every effort will be made to schedule the request at the earliest possible meeting date.

2-4-2016 Daniel E. Greig
Date Signature of person making request

2-8-16 B Blank Assigned to Agenda: 2-16-16
Date City Clerk Date

GENERAL BUSINESS PRESENTATIONS LIMITED TO 5 MINUTES - OR THE DISCRETION OF THE MAYOR

If you plan a visual presentation, it must be submitted to the Clerk's Office no later than 5:00 p.m. on the Wednesday prior to the meeting. Acceptable presentation formats include PowerPoint presentations on CD only, DVD, VHS and 8.5 by 11 inch maps or printed materials for display on screen. All copies submitted become public record and must remain on file with the City Clerk. For more information contact 208-642-6024.

RECEIVED
FEB - 4 2016
CITY OF PAYETTE

CITY OF PAYETTE, IDAHO
Resolution 2016-04

A RESOLUTION AUTHORIZING SIGNATURES, INCLUDING FACSIMILE SIGNATURES, FOR BANKING SERVICES ON BEHALF OF THE CITY OF PAYETTE

THE CITY OF PAYETTE RESOLVES AS FOLLOWS:

SECTION 1. The following persons are authorized to sign on behalf of the City checks, drafts or other orders for payment, transfer or withdrawal of City funds:

Jeffrey T. Williams, Mayor
Mary Cordova, Clerk/Treasurer
Bobbie Black, Deputy City Clerk
Lee Nelson, Councilor

Such authority shall remain in force until revoked by written notice to the affected bank of the action taken by the Council of the City of Payette. All prior authorizations are superseded.

SECTION 2. Any designated depository ("Bank") of the City of Payette is authorized and directed to honor and pay any checks, drafts, or other orders for the payment of money withdrawing funds from any account of the city when bearing or purporting to bear the facsimile signatures of the persons listed in Section One of this resolution whether such facsimile signatures be made by stamp, machine, or other mechanical device. The Bank is authorized and directed to honor and to charge the city for such checks, drafts, or other orders for the payment of money, regardless of how or by whom such actual or purported facsimile signatures were made, provided they resemble the facsimile signatures duly certified to and filed with the Bank by the City Clerk or other officer of the City.

APPROVED and SIGNED this 16th day of February, 2016.

CITY OF PAYETTE, IDAHO

_____
Jeffrey T. Williams, Mayor

ATTEST:

_____
Mary Cordova, City Clerk

2016

January	Monthly Statistics
Dispatch Incidents	668
Reportable Incidents	191
Accidents	10
Citations	0
Contacts	610
Arrests	45
Oral Warnings	117
Written Warnings	5
Warrants	22
Ordinance Prob.	75
Miles Driven	7641
Gas used	627.904
Dog Impounds	7
Yard Sales	0
Reserve Hours	126

Payette Police Department
700 Center Ave.
Payette, Id. 83661
phone (208) 642-6026
fax (208) 642-8136

Payette Police Department Monthly Report

Date Reported	Primary Classification	Address of Occurrence	Event Number
1/1/2016	FAMILY DISTURBANCE	406 15 TH AVE N	16000010
1/1/2016	PUBLIC SERVICE	625 N 7 ST S	16000031
1/1/2016	MENTAL SUBJECT	233 S 12TH ST	16000035
1/1/2016	ASSIST OTHER AGENCY	1323 RIVER ST	16000038
1/1/2016	ASSIST OTHER AGENCY	4625 HYW 72	16000050
1/2/2016	OBSTRUCT JUSTICE	V TWIN	16000068
1/2/2016	BURGLAR ALARM	800 17TH AV N	16000081
1/2/2016	DOMESTIC PROBLEM	650 N 6 ST	16000084
1/2/2016	OBSTRUCT JUSTICE	1602 2ND AV S	16000086
1/2/2016	SECURITY CHECK	429 S 11 ST	16000099
1/2/2016	CONTROLLED SUBSTANCE	6TH AVE S AND S 12TH ST	16000107
1/2/2016	PUBLIC SERVICE	109 10 AVE N	16000108
1/2/2016	TRAFFIC (CRIMINAL VIOLATION)	TERRACE AND IOWA	16000115
1/2/2016	TRAFFIC ACCIDENT	942 N 11TH ST	16000122
1/2/2016	TRAFFIC (CRIMINAL VIOLATION)	1441 NE 10 AVE	16000130
1/2/2016	CIVIL PROBLEM	1220 6TH AVE S	16000138
1/3/2016	ASSAULT	14 S MAIN ST	16000150
1/3/2016	ASSIST OTHER AGENCY	CENTENNIAL PARK /BOAT DOCKS	16000171
1/3/2016	PERSON CRIMES	502 3RD AVE N	16000194
1/4/2016	CONTROLLED SUBSTANCE	900 BLK N 11TH	16000222
1/4/2016	PUBLIC SERVICE	PAYETTE POLICE DEPT	16000247
1/4/2016	TRAFFIC ACCIDENT	DMV	16000246
1/4/2016	DOMESTIC PROBLEM	600 N 7TH ST	16000265
1/4/2016	PUBLIC PEACE	14 S MAIN ST	16000273
1/4/2016	THEFT	405 S MAIN ST	16000271
1/4/2016	FAMILY DISTURBANCE	1015 7TH AVE N	16000275
1/4/2016	ANIMAL CALLS	298 11TH AVE N	16000280
1/4/2016	JUVENILE PROBLEM	1300 N 9TH ST	16000285
1/4/2016	TRAFFIC (CRIMINAL VIOLATION)	95 / NEAR MAVERICK	16000297
1/5/2016	ORDINANCE	1300 BLK N 6TH	16000317
1/5/2016	PROCESS SERVICE	APPROACHING VETTER	16000320
1/5/2016	SUSPICIOUS ACTIVITY	PAYETTE POLICE DEPT	16000325
1/5/2016	RUNAWAY JUVENILE	1046 N 6TH ST	16000323
1/5/2016	ORDINANCE	1300 BLK 6TH AVE N	16000334
1/5/2016	TRAFFIC CRIME	N 9TH / 9TH AVE N	16000357
1/5/2016	CONTROLLED SUBSTANCE	832 7 AVE N	16000376
1/6/2016	ASSIST OTHER AGENCY	I84 WB MP 2	16000379
1/5/2016	ORDINANCE	1300 N 9	16000343
1/5/2016	ORDINANCE	N9/2AN	16000349
1/6/2016	ORDINANCE	N 6TH AND 5TH AVE N	16000393
1/6/2016	ORDINANCE	109 TO 115 N MAIN	16000398

1/6/2016	PUBLIC PEACE	515 N 16TH	16000411
1/6/2016	OTHER SEX OFFENSE	PAYETTE POLICE DEPARTMENT	16000416
1/6/2016	THEFT	YOUTH RANCH	16000419
1/6/2016	THEFT	1330 2ND AVE S	16000420
1/6/2016	TRAFFIC ACCIDENT	NB ON 95 TOWARDS WEISER	16000429
1/6/2016	JUVENILE PROBLEM	420 SUNSET DR	16000424
1/7/2016	CONTROLLED SUBSTANCE	1300 N 9 ST	16000444
1/7/2016	BURGLARY	303 N JOHNSON	16000447
1/7/2016	PUBLIC SERVICE	1502 N 5 ST	16000451
1/7/2016	DEATH	124 COUNTRY LANE LOOP	16000472
1/7/2016	ORDINANCE	2003 MOSS DR	16000476
1/7/2016	PUBLIC PEACE	1080 6 AVE S	16000475
1/7/2016	FAMILY DISTURBANCE	536 N 7TH ST	16000491
1/7/2016	THEFT	425 N 10TH ST	16000493
1/8/2016	FAMILY DISTURBANCE	615 N 2ND ST	16000501
1/8/2016	DEATH	106 N 12 ST	16000503
1/8/2016	THEFT	1019 3 AVE S	16000525
1/8/2016	LOST PROPERTY	MAVERIK	16000545
1/8/2016	TRAFFIC (CRIMINAL VIOLATION)	2ND AVE S AND MAIN ST	16000544
1/8/2016	SUSPICIOUS ACTIVITY	HIGH SCHOOL	16000555
1/8/2016	PUBLIC PEACE	YOUTH RANCH	16000569
1/9/2016	PUBLIC SERVICE	1244 S 16 ST	16000601
1/9/2016	MENTAL SUBJECT	1137 CENTER AVE	16000595
1/9/2016	ORDINANCE	1521 6TH AVE S	16000621
1/9/2016	SECURITY CHECK	HUNTERS GATE	16000656
1/9/2016	TRAFFIC PROBLEM	N 6TH /5TH AVE N	16000661
1/10/2016	CONTROLLED SUBSTANCE	1000 BLK RR LANE	16000670
1/10/2016	CONTROLLED SUBSTANCE	WEST SIDE MARKET	16000672
1/10/2016	CONTROLLED SUBSTANCE	300 BLK N 1TH	16000683
1/10/2016	SECURITY CHECK	1007 7 AVE N	16000677
1/10/2016	OBSTRUCT JUSTICE	1403 3RD AVE S	16000696
1/10/2016	ASSIST OTHER AGENCY	630 N 7TH ST	16000723
1/11/2016	MENTAL SUBJECT	515 S 11TH ST	16000731
1/11/2016	STOLEN VEHICLE	V TWIN	16000729
1/11/2016	ORDINANCE	505 16TH AV N	16000756
1/11/2016	ASSAULT	515 S 11TH ST	16000750
1/11/2016	ABANDON VEHICLE	643 S 12 ST	16000763
1/11/2016	THEFT	933 3RD AVE N	16000757
1/11/2016	PUBLIC SERVICE	180 N IOWA AVE	16000771
1/11/2016	TRAFFIC ACCIDENT	1525 3RD AVE S	16000785
1/11/2016	CONTROLLED SUBSTANCE	1324 2ND AVE S	16000808
1/12/2016	PUBLIC SERVICE	1300 N 9TH ST	16000844
1/12/2016	ABANDON VEHICLE	830 2 AVE S	16000846
1/12/2016	ORDINANCE	1600 2 AVE S	16000847
1/12/2016	LOST PROPERTY	700 CENTER AVE	16000867
1/12/2016	MISCELLANEOUS	1100 S PENNSYLVANIA AVE	16000855
1/12/2016	CONTROLLED SUBSTANCE	S MAIN SINCLAIR	16000884
1/12/2016	ORDINANCE	200 BLOCK 11AN	16000866
1/13/2016	SECURITY CHECK	1080 6TH AVE S	16000923
1/11/2016	ORDINANCE	2100 B 1AS	16000861

1/14/2016	MENTAL SUBJECT	1500 6 AVE S	16000973
1/15/2016	CONTROLLED SUBSTANCE	1500 6 AVE S	16001021
1/15/2016	PUBLIC SERVICE	200 FARBER DR	16001025
1/15/2016	PUBLIC SERVICE	275 N 16 ST	16001052
1/15/2016	SECURITY CHECK	1080 6 AVE S	16001044
1/15/2016	CONTROLLED SUBSTANCE	712 N 6TH ST	16001062
1/16/2016	TRAFFIC ACCIDENT	1450 2ND AV N	16001092
1/16/2016	PUBLIC SERVICE	ALBERTSON'S	16001094
1/16/2016	TRAFFIC ACCIDENT	ALBERTSON'S	16001099
1/16/2016	CIVIL PROBLEM	620 N 5TH STREET	16001107
1/16/2016	THEFT	1080 6TH AVE S	16001113
1/16/2016	ASSAULT	V TWIN	16001129
1/17/2016	TRAFFIC PROBLEM	7 AVE N AND RIVER	16001136
1/17/2016	FOUND PROPERTY	275 N 16 ST	16001138
1/17/2016	CONTROLLED SUBSTANCE	N 6 ST AND 5 AVE N	16001140
1/17/2016	LOST PROPERTY	105 S MAIN ST	16001150
1/17/2016	FRAUD	SO/ JAIL	16001166
1/17/2016	ASSIST OTHER AGENCY	2494 WATTS LN	16001165
1/17/2016	FAMILY DISTURBANCE	430 N 6TH STREET	16001172
1/17/2016	PUBLIC SERVICE	MINUTE MARKET	16001182
1/18/2016	MISCELLANEOUS	16 AND ALLEN	16001184
1/18/2016	OBSTRUCT JUSTICE	505 N 8TH ST	16001194
1/18/2016	TRAFFIC CRIME	7TH AVE N AND IOWA	16001207
1/18/2016	PUBLIC SERVICE	255 S 14TH ST	16001210
1/18/2016	CIVIL PROBLEM	1436 N 6 ST	16001236
1/18/2016	CIVIL PROBLEM	1046 N 6TH ST	16001243
1/19/2016	DOMESTIC PROBLEM	PAYETTE COUNTY SO	16001246
1/19/2016	OBSTRUCT JUSTICE	1508 NW 20TH	16001249
1/19/2016	PUBLIC PEACE	SO	16001260
1/19/2016	ANIMAL CALLS	1046 N 6TH ST	16001293
1/19/2016	TRAFFIC CRIME	95 AND HUNTER GATE	16001295
1/20/2016	OBSTRUCT JUSTICE	PROBATION AND PAROLE	16001322
1/20/2016	FAMILY DISTURBANCE	1137 CENTER	16001342
1/20/2016	OBSTRUCT JUSTICE	19 1/2 S MAIN ST	16001353
1/21/2016	FAMILY DISTURBANCE	650 6 AVE N	16001370
1/21/2016	CONTROLLED SUBSTANCE	PCSO	16001376
1/21/2016	ORDINANCE	2054 CENTER AVE	16001379
1/21/2016	SECURITY CHECK	429 S 11 ST	16001385
1/21/2016	THEFT	KINGS	16001392
1/21/2016	OTHER SEX OFFENSE	PAYETTE CITY	16001390
1/21/2016	FORGERY	275 N 16 ST, MAVERIK	16001397
1/21/2016	OBSTRUCT JUSTICE	11575 N RIVER RD	16001408
1/21/2016	ANIMAL CALLS	FARBER DR AREA	16001411
1/22/2016	OTHER SEX OFFENSE	536 N 7 ST	16001435
1/22/2016	DAMAGED PROPERTY	21 S MAIN ST	16001433
1/22/2016	JUVENILE PROBLEM	1500 6 AVE S	16001434
1/22/2016	TRAFFIC ACCIDENT	719 1 AVE S	16001450
1/22/2016	PUBLIC SERVICE	24 S 10 ST	16001463
1/22/2016	PUBLIC SERVICE	1037 6TH AVE N	16001477
1/22/2016	PROCESS SERVICE	S 12TH ST / 3RD AVE S	16001491
1/22/2016	SUSPICIOUS ACTIVITY	614 N 11 ST	16001499
1/23/2016	DUI	400 BLK 7TH AVE N	16001510
1/23/2016	MENTAL SUBJECT	345 S 20 ST	16001512

1/23/2016	MENTAL SUBJECT	429 S 11TH ST	16001528
1/23/2016	LOST PROPERTY	275 N 16 ST	16001541
1/23/2016	CIVIL PROBLEM	113 S 9TH ST	16001544
1/24/2016	DUI	OUTDOOR POWER	16001576
1/24/2016	CONTROLLED SUBSTANCE	1529 1ST AVE S	16001589
1/24/2016	ANIMAL CALLS	1323 N 6TH ST	16001599
1/24/2016	ASSIST OTHER AGENCY	N 9TH 400 BLK	16001617
1/25/2016	OBSTRUCT JUSTICE	HWY 95 AND DOLLAR STORE	16001624
1/25/2016	CIVIL PROBLEM	1005 N MAIN/ KC AUTO	16001636
1/25/2016	ASSIST OTHER AGENCY	12575 N RIVER RD	16001639
1/25/2016	PUBLIC SERVICE	1ST BAPTIST /PAYETTE TO PARKVIEW	16001645
1/25/2016	OBSTRUCT JUSTICE	635 N 7TH ST	16001649
1/25/2016	PUBLIC INTOX	1400 3RD AVE S	16001656
1/26/2016	ASSAULT	920 8TH AVE N	16001702
1/26/2016	PUBLIC SERVICE	24 S 10 ST	16001703
1/26/2016	OTHER CRIMES AGAINST PERSON	1183 MOUNTAIN VIEW DR	16001714
1/26/2016	ORDINANCE	UNDER THE OVERPASS	16001724
1/26/2016	PUBLIC SERVICE	PAYETTE COUNTY SO	16001725
1/26/2016	ASSAULT	1300 N 9TH ST	16001740
1/20/2016	THEFT	PAYETTE HIGHSCHOOL	16001344
1/27/2016	FOUND PROPERTY	700 CENTER AVE	16001764
1/27/2016	ORDINANCE	821 7TH AVE N	16001781
1/27/2016	JUVENILE PROBLEM	1521 6TH AVE S	16001801
1/27/2016	MISC INCIDENTS	515 PERRY DR	16001804
1/28/2016	OBSTRUCT JUSTICE	803 8TH AVE N	16001808
1/28/2016	MISCELLANEOUS	PAYETTE SCHOOL DISTRICT	16001826
1/28/2016	FAMILY DISTURBANCE	313 RIVER ST	16001831
1/28/2016	FRAUD	PAYETTE CO SO	16001873
1/28/2016	TRAFFIC ACCIDENT	OVERPASS ON N 6TH	16001875
1/29/2016	LOST PROPERTY	1500 6 AVE S	16001905
1/29/2016	ASSIST OTHER AGENCY	S OF NE 21ST AND 95	16001904
1/28/2016	THEFT	PD/ 1300 N 9TH ST	16001843
1/29/2016	THEFT	405 S MAIN ST	16001923
1/29/2016	DOMESTIC PROBLEM	1235 3RD AVE N	16001931
1/29/2016	ANIMAL CALLS	2074 SHELLEY DR	16001937
1/30/2016	OBSTRUCT JUSTICE	S MAIN SINCLAIR	16001949
1/30/2016	PUBLIC SERVICE	744 N 5 ST	16001966
1/30/2016	PUBLIC SERVICE	112 N 9 ST	16001964
1/30/2016	PUBLIC SERVICE	405 S MAIN ST	16001974
1/30/2016	PUBLIC SERVICE	275 N 16 ST	16001991
1/30/2016	LOST PROPERTY	1330 2ND AVE S	16002004
1/30/2016	ORDINANCE	HWY 95 AT BK	16002003
1/30/2016	TRAFFIC ACCIDENT	410 N 6 ST	16002008
1/31/2016	OBSTRUCT JUSTICE	1ST AVE S AND S 9TH	16002021
1/31/2016	OBSTRUCT JUSTICE	135 7 AVE N	16002030
1/31/2016	DAMAGED PROPERTY	515 S 11TH ST	16002051
1/31/2016	ASSIST OTHER AGENCY	POPLAR / WASHOE	16002062

Citation Report

PAYETTE PD
01/01/2016 -- 01/31/2016

Citation No	Date Cited	Cited By	Code	Violation Type	Description
40067	01/02/2016	BENNETTS	18-8001(B)	CRIMINAL VIOL	DWP-MISD-RESIDENT
40151	01/02/2016	COENB	37-2732(C)(3)	CRIMINAL VIOL	CONTROLLED SUBSTANCE-POSS OF
40220	01/02/2016	FRAZIERR	49-301	CRIMINAL VIOL	NO LICENCE/INVALID
40099	01/03/2016	BRANHAMB	49-456	TRAFFIC VIOL-STATUTE	VIOLATIONS OF REGISTRATION PROVISIONS
40255	01/03/2016	YATESR	18-918 (3B)	CRIMINAL VIOL	BATTERY-DOMESTIC-MISD
40229	01/04/2016	FRAZIERR	37-2734A(1)	CRIMINAL VIOL	DRUG PARAPHERNALIA - USE OR POSSESS
40222	01/04/2016	FRAZIERR	49-301(1)	TRAFFIC VIOL-STATUTE	DRIVERS TO BE LICENSED
40100	01/04/2016	BRANHAMB	49-1301	TRAFFIC VIOL-STATUTE	ACCIDENTS INVOLVING DAMAGE TO VEHICLE
40221	01/04/2016	FRAZIERR	18-4626	CRIMINAL VIOL	WILLFUL CONCEALMENT
40047	01/05/2016	BRANHAMB	18-8001(B)	CRIMINAL VIOL	DWP-MISD-RESIDENT
40045	01/05/2016	BRANHAMB	49-658	TRAFFIC VIOL-STATUTE	SCHOOL ZONE SPEED LIMIT
40044	01/05/2016	BRANHAMB	49-1232	TRAFFIC VIOL-STATUTE	CERTIFICATE OR PROOF OF LIABILITY INSURANCE TO BE CA
40046	01/05/2016	BRANHAMB	49-654	TRAFFIC VIOL-STATUTE	BASIC RULE AND MAXIMUM SPEED LIMITS
40256	01/06/2016	YATESR	37-2732(C)(3)	CRIMINAL VIOL	CONTROLLED SUBSTANCE-POSS OF
40256	01/06/2016	YATESR	37-2734A(1)	CRIMINAL VIOL	DRUG PARAPHERNALIA - USE OR POSSESS
40068	01/07/2016	BENNETTS	37-2734A(1)	CRIMINAL VIOL	DRUG PARAPHERNALIA - USE OR POSSESS
40278	01/07/2016	DERRICKD	18-6409	CRIMINAL VIOL	DISTURBING THE PEACE
40230	01/08/2016	TOTHG	49-301(1)	TRAFFIC VIOL-STATUTE	DRIVERS TO BE LICENSED
40223	01/09/2016	FRAZIERR	9.32.030	NON-CRIM ORDINANCE VIOL	PUBLIC DISTURBANCE NOISES
40258	01/10/2016	YATESR	37-2734A(1)	CRIMINAL VIOL	DRUG PARAPHERNALIA - USE OR POSSESS
40069	01/10/2016	BENNETTS	37-2732(C)(3)	CRIMINAL VIOL	CONTROLLED SUBSTANCE-POSS OF
40049	01/11/2016	BRANHAMB	37-2734A(1)	CRIMINAL VIOL	DRUG PARAPHERNALIA - USE OR POSSESS
39959	01/12/2016	BRANHAMB	49-654	TRAFFIC VIOL-STATUTE	BASIC RULE AND MAXIMUM SPEED LIMITS
39958	01/12/2016	BRANHAMB	49-654	TRAFFIC VIOL-STATUTE	BASIC RULE AND MAXIMUM SPEED LIMITS
40259	01/12/2016	YATESR	37-2734A(1)	CRIMINAL VIOL	DRUG PARAPHERNALIA - USE OR POSSESS
39961	01/13/2016	BRANHAMB	49-654	TRAFFIC VIOL-STATUTE	BASIC RULE AND MAXIMUM SPEED LIMITS
40050	01/14/2016	BRANHAMB	49-654	TRAFFIC VIOL-STATUTE	BASIC RULE AND MAXIMUM SPEED LIMITS
39940	01/14/2016	COOKB	49-807	TRAFFIC VIOL-STATUTE	STOP SIGNS AND YIELD SIGNS
39940	01/14/2016	COOKB	49-1232	TRAFFIC VIOL-STATUTE	CERTIFICATE OR PROOF OF LIABILITY INSURANCE TO BE CA
40152	01/16/2016	COENB	49-637	TRAFFIC VIOL-STATUTE	DRIVING ON HIGHWAYS LANED FOR TRAFFIC
40260	01/17/2016	YATESR	37-2732(C)(3)	CRIMINAL VIOL	CONTROLLED SUBSTANCE-POSS OF
40070	01/18/2016	COENB	18-8001(B)	CRIMINAL VIOL	DWP-MISD-RESIDENT
40127	01/18/2016	BRANHAMB	49-654	TRAFFIC VIOL-STATUTE	BASIC RULE AND MAXIMUM SPEED LIMITS
40128	01/19/2016	BRANHAMB	18-8001(B)	CRIMINAL VIOL	DWP-MISD-RESIDENT
40130	01/19/2016	BRANHAMB	49-654	TRAFFIC VIOL-STATUTE	BASIC RULE AND MAXIMUM SPEED LIMITS
40132	01/20/2016	COOKB	37-2734A(1)	CRIMINAL VIOL	DRUG PARAPHERNALIA - USE OR POSSESS
37656	01/21/2016	SILVAL	6.08.060(A)	NON-CRIM ORDINANCE VIOL	DOGS RUNNING AT LARGE
40153	01/22/2016	COENB	49-807	TRAFFIC VIOL-STATUTE	STOP SIGNS AND YIELD SIGNS
40231	01/24/2016	TOTHG	49-807	TRAFFIC VIOL-STATUTE	STOP SIGNS AND YIELD SIGNS
40154	01/24/2016	COENB	37-2732(C)(3)	CRIMINAL VIOL	CONTROLLED SUBSTANCE-POSS OF
40133	01/24/2016	BRANHAMB	49-654	TRAFFIC VIOL-STATUTE	BASIC RULE AND MAXIMUM SPEED LIMITS
40133	01/24/2016	BRANHAMB	49-1229	TRAFFIC VIOL-STATUTE	REQUIRED MOTOR VEHICLE INSURANCE
40225	01/25/2016	FRAZIERR	9.18.010	NON-CRIM ORDINANCE VIOL	PUBLIC INTOXICATION
40134	01/25/2016	BRANHAMB	49-654	TRAFFIC VIOL-STATUTE	BASIC RULE AND MAXIMUM SPEED LIMITS

40280	01/26/2016	DERRICKD	18-918 (3B)	CRIMINAL VIOL	BATTERY-DOMESTIC-MISD
40135	01/27/2016	BRANHAMB	49-658	TRAFFIC VIOL-STATUTE	SCHOOL ZONE SPEED LIMIT
40041	01/27/2016	SILVAL	17.28.050C	NON-CRIM ORDINANCE VIOL	BUILDING AREA & USE RESTRICTION
40041	01/27/2016	SILVAL	6.04.090	NON-CRIM ORDINANCE VIOL	POULTRY VIOLATIONS-CONFINEMENT & QUANTITY LIMITATI(

TOTAL: 44

Payette Fire Department – Monthly Report

January 2016

Incident Summary: Total: 92

- Medical Assists:58
- Fires Calls:6
- Public/Agency Assist:6
- False Alarm or Cancelled En-route:5
- Haz-Mat:2
- Service Calls:14
- Mutual Aid:1

Runs			
	2014	2015	2016
Jan	65	65	92
Feb	42	64	
Mar	66	77	
Apr	46	55	
May	62	64	
June	65	74	
July	66	103	
Aug	44	73	
Sept	50	76	
Oct	75	76	
Nov	49	103	
Dec	56	102	
Total	706	935	92

Significant Events: None

Significant Incidents: None

Training Topic:

- Air Bag Operation
- Arc Mapping
- On Line Training
- SCBA Air Management
- Electrical Safety
- Training Hours in January:119.5

Public Education Programs:

- Smoke Detector and Carbon Monoxide Program Assisted 11 Households

Fire Chief

Steve Castenada

Steve Castenada

CITY OF PAYETTE, IDAHO

AGENDA STATEMENT

To: Honorable Mayor & Members of the Payette City Council

From: Bobbie Black, Deputy City Clerk

Date: 2/9/2016

Re: Building Permits & Business License

	BUILDING PERMITS	BUSINESS LICENSE
January 2016	0	3
February 2016		
March 2016		
April 2016		
May 2016		
June 2016		
July 2016		
August 2016		
September 2016		
October 2016		
November 2016		
December 2016		

1 GENERAL

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
311100 PROPERTY TAXES	670,349.87	408.11	835,849.37	110.29	1,378,796.00	-542,946.63
316000 FRANCHISE FEES	0.00		4,417.00	0.58	65,000.00	-60,583.00
319100 PENALTY & INTEREST	3,842.03	2.34	8,897.63	1.17	25,000.00	-16,102.37
321100 BUSINESS & ALCOHOL LICENSES	135.00	0.08	6,521.50	0.86	11,000.00	-4,478.50
321900 PLANNING & ZONING FEES	350.00	0.21	1,250.00	0.16	3,000.00	-1,750.00
322100 BUILDING PERMITS	705.58	0.43	8,563.59	1.13	33,000.00	-24,436.41
331000 GRANTS, GIFTS AND DONATIONS	0.00		2,964.00	0.39	5,000.00	-2,036.00
331200 JAG GRANT	0.00		21,108.00	2.79	64,000.00	-42,892.00
335000 STATE SHARED REVENUE	49,455.02	30.11	102,922.53	13.58	199,000.00	-96,077.47
335100 STATE LIQUOR APPORTIONMENT	21,305.00	12.97	42,610.00	5.62	99,000.00	-56,390.00
335400 COURT REVENUE	2,904.75	1.77	8,963.28	1.18	35,000.00	-26,036.72
335500 COUNTY SALES TAX	0.00		24,710.47	3.26	105,515.00	-80,804.53
353100 DOG LICENSES	1,672.00	1.02	4,254.00	0.56	9,500.00	-5,246.00
353200 DOG FINES	30.00	0.02	136.00	0.02	2,000.00	-1,864.00
353300 DOG IMPOUND	90.00	0.05	350.00	0.05	1,600.00	-1,250.00
371000 INTEREST EARNED	154.52	0.09	528.75	0.07	7,000.00	-6,471.25
373100 ENGINEERING COST REIMBURSEMENT	0.00		0.00		3,000.00	-3,000.00
379000 MISCELLANEOUS REVENUE	1,193.63	0.73	27,098.42	3.58	35,000.00	-7,901.58
379100 SANITATION CONTRACT	0.00		0.00		34,850.00	-34,850.00
398000 UNENCUMBERED FUNDS	0.00		0.00		47,912.00	-47,912.00
398100 UNENCUMBERED FUNDS	0.00		0.00		175,000.00	-175,000.00
398200 UNENCUMBERED FUNDS TO CAPITAL	0.00		0.00		183,528.00	-183,528.00
398300 UNENCUMBERED FUND FIRE	0.00		0.00		70,000.00	-70,000.00
Total Revenue	**752,187.40**	**100.00**	**1,101,144.54**	**100.00**	**2,592,701.00**	**-1,491,556.46**
Expenses						
LEGISLATIVE						
110 Salaries	900.00	0.55	3,600.00	0.48	10,800.00	7,200.00
200 Personnel Benefits	11.80	0.01	119.52	0.02	399.00	279.48
230 FICA	55.80	0.03	223.20	0.03	670.00	446.80
240 MEDICARE	13.05	0.01	52.20	0.01	157.00	104.80
260 Worker's Compensation	0.00		0.00		137.00	137.00
261 Retirement	101.88	0.06	305.64	0.04	832.00	526.36
270 Insurance	198.55	0.12	2,501.11	0.33	16,578.00	14,076.89
305 Election	0.00		0.00		200.00	200.00
350 Planning & Zoning Stipend	0.00		0.00		2,300.00	2,300.00
543 Dues & Subscriptions	37.22	0.02	3,306.22	0.44	4,000.00	693.78
544 Promotions and Donations	60.00	0.04	260.00	0.03	3,000.00	2,740.00
580 Travel/Meetings/Education	222.31	0.14	440.21	0.06	3,000.00	2,559.79
610 Supplies-Operating	648.87	0.40	991.85	0.13	2,000.00	1,008.15
613 Economic Development	59.96	0.04	493.21	0.07	20,000.00	19,506.79
810 Donation-Soil Conservation	0.00		0.00		1,000.00	1,000.00

1 GENERAL

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
811 Donation-Payette Museum	0.00		0.00		2,500.00	2,500.00
812 Donation-Snake River Transit	0.00		5,000.00	0.66	10,000.00	5,000.00
813 Donation - Annual	0.00		0.00		2,000.00	2,000.00
Account Total	**2,309.44**	**1.41**	**17,293.16**	**2.28**	**79,573.00**	**62,279.84**
EXECUTIVE						
110 Salaries	300.00	0.18	1,200.00	0.16	3,600.00	2,400.00
200 Personnel Benefits	11.73	0.01	34.44		80.00	45.56
230 FICA	18.60	0.01	74.40	0.01	223.00	148.60
240 MEDICARE	4.35		17.40		52.00	34.60
260 Worker's Compensation	0.00		0.00		18.00	18.00
261 Retirement	33.96	0.02	135.84	0.02	416.00	280.16
270 Insurance	571.34	0.35	2,337.44	0.31	5,032.00	2,694.56
544 Promotions and Donations	0.00		443.13	0.06	1,000.00	556.87
581 Mayor's Youth Advisory Council	0.00		0.00		2,000.00	2,000.00
613 Economic Development	277.97	0.17	277.97	0.04	13,000.00	12,722.03
Account Total	**1,217.95**	**0.74**	**4,520.62**	**0.60**	**25,421.00**	**20,900.38**
ADMINISTRATION						
110 Salaries	6,487.46	3.95	30,473.75	4.02	90,200.00	59,726.25
130 Overtime	101.59	0.06	632.41	0.08	200.00	-432.41
200 Personnel Benefits	25.22	0.02	77.90	0.01	212.00	134.10
230 FICA	408.51	0.25	1,928.64	0.25	5,592.00	3,663.36
240 MEDICARE	95.58	0.06	451.08	0.06	1,308.00	856.92
260 Worker's Compensation	0.00		0.00		382.00	382.00
261 Retirement	745.90	0.45	3,425.84	0.45	10,418.00	6,992.16
270 Insurance	1,302.57	0.79	5,206.39	0.69	17,949.00	12,742.61
300 Professional Purchased Services	8,205.00	5.00	8,507.75	1.12	25,000.00	16,492.25
320 Legal	3,907.23	2.38	14,553.44	1.92	50,000.00	35,446.56
340 Building Inspection	293.26	0.18	9,229.90	1.22	25,000.00	15,770.10
344 Employee Drug Testing	25.00	0.02	75.00	0.01	30.00	-45.00
360 Comprehensive & Strategic Plan	0.00		0.00		60,000.00	60,000.00
410 Utilities	1,027.89	0.63	2,516.71	0.33	10,000.00	7,483.29
420 Custodial & Cleaning	625.00	0.38	1,875.00	0.25	8,600.00	6,725.00
430 Repair and Maint-Other	0.00		29.95		4,000.00	3,970.05
505 Postage	0.00		132.00	0.02	2,700.00	2,568.00
530 Telephone & Communication	362.84	0.22	1,134.77	0.15	5,000.00	3,865.23
531 Information Technology	0.00		8,837.99	1.17	20,000.00	11,162.01
540 Advertising & Publishing	288.42	0.18	559.74	0.07	5,000.00	4,440.26
541 Printing & Binding	500.00	0.30	500.00	0.07	5,000.00	4,500.00
543 Dues & Subscriptions	0.00		1,617.89	0.21	5,394.00	3,776.11
580 Travel/Meetings/Education	0.00		131.40	0.02	5,000.00	4,868.60
610 Supplies-Operating	211.57	0.13	1,339.87	0.18	9,000.00	7,660.13
612 Supplies-Other	32.76	0.02	190.55	0.03	7,000.00	6,809.45
714 Capital Outlay - Misc	0.00		0.00		41,000.00	41,000.00
773 Capital Outlay - Copier	176.00	0.11	1,582.36	0.21	5,000.00	3,417.64
830 Sales Tax	0.00		0.00		25.00	25.00
Account Total	**24,821.80**	**15.11**	**95,010.33**	**12.54**	**419,010.00**	**323,999.67**
CODE ENFORCEMENT						
110 Salaries	2,882.72	1.76	12,342.48	1.63	34,995.00	22,652.52

1 GENERAL

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
200 Personnel Benefits	15.41	0.01	49.22	0.01	133.00	83.78
230 FICA	178.73	0.11	765.23	0.10	2,170.00	1,404.77
240 MEDICARE	41.80	0.03	178.96	0.02	507.00	328.04
260 Worker's Compensation	0.00		0.00		766.00	766.00
261 Retirement	326.32	0.20	1,397.17	0.18	4,042.00	2,644.83
270 Insurance	649.92	0.40	2,599.68	0.34	7,824.00	5,224.32
300 Professional Purchased Services	0.00		0.00		2,500.00	2,500.00
342 Impoundment/Code Enforcement	0.00		0.00		3,000.00	3,000.00
344 Employee Drug Testing	0.00		0.00		30.00	30.00
410 Utilities	244.71	0.15	453.14	0.06	2,000.00	1,546.86
431 Repair and Maint-Auto	0.00		0.00		1,000.00	1,000.00
432 Repair and Maint-Buildings	0.00		0.00		1,000.00	1,000.00
505 Postage	0.00		0.00		500.00	500.00
530 Telephone & Communication	24.43	0.01	73.13	0.01	312.00	238.87
540 Advertising & Publishing	0.00		0.00		500.00	500.00
543 Dues & Subscriptions	0.00		0.00		80.00	80.00
580 Travel/Meetings/Education	0.00		0.00		1,000.00	1,000.00
610 Supplies-Operating	0.00		173.38	0.02	2,500.00	2,326.62
626 Gas and Oil	148.72	0.09	343.29	0.05	3,000.00	2,656.71
Account Total	**4,512.76**	**2.75**	**18,375.68**	**2.42**	**67,859.00**	**49,483.32**
LAW ENFORCEMENT						
110 Salaries	62,182.06	37.86	271,324.58	35.80	692,726.00	421,401.42
130 Overtime	0.00		1,358.30	0.18	1,500.00	141.70
200 Personnel Benefits	223.27	0.14	477.43	0.06	1,928.00	1,450.57
230 FICA	3,855.32	2.35	16,909.19	2.23	43,042.00	26,132.81
240 MEDICARE	901.64	0.55	3,954.51	0.52	10,066.00	6,111.49
260 Worker's Compensation	0.00		0.00		29,740.00	29,740.00
261 Retirement	5,984.59	3.64	30,494.90	4.02	81,842.00	51,347.10
270 Insurance	13,692.34	8.34	58,215.69	7.68	175,441.00	117,225.31
341 Prisoner Care/Investigation	100.00	0.06	145.00	0.02	2,000.00	1,855.00
343 Drug Enforcement	0.00		0.00		1,500.00	1,500.00
344 Employee Drug Testing	0.00		0.00		500.00	500.00
410 Utilities	93.66	0.06	217.01	0.03	2,500.00	2,282.99
430 Repair and Maint-Other	0.00		845.80	0.11	4,000.00	3,154.20
431 Repair and Maint-Auto	1,320.75	0.80	2,908.91	0.38	12,000.00	9,091.09
450 Contract Services	0.00		0.00		30,550.00	30,550.00
505 Postage	0.00		91.85	0.01	1,000.00	908.15
530 Telephone & Communication	428.82	0.26	1,280.38	0.17	6,100.00	4,819.62
531 Information Technology	74.05	0.05	581.99	0.08	4,500.00	3,918.01
543 Dues & Subscriptions	2,450.00	1.49	6,762.71	0.89	7,894.00	1,131.29
545 Animal Rescue	0.00		161.08	0.02	0.00	-161.08
560 Uniforms	594.42	0.36	2,027.55	0.27	8,000.00	5,972.45
580 Travel/Meetings/Education	200.47	0.12	1,395.45	0.18	7,500.00	6,104.55
610 Supplies-Operating	286.57	0.17	3,331.76	0.44	8,000.00	4,668.24
612 Supplies-Other	89.02	0.05	1,053.92	0.14	3,500.00	2,446.08
614 Minor Equipment	0.00		358.70	0.05	4,000.00	3,641.30
626 Gas and Oil	1,670.60	1.02	5,179.45	0.68	30,000.00	24,820.55
746 Capital Outlay	0.00		3,000.00	0.40	3,000.00	0.00
747 Capital Outlay - Vehicles	0.00		0.00		70,000.00	70,000.00
767 Capital Outlay - Computer	0.00		1,770.00	0.23	2,000.00	230.00

1 GENERAL

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
773 Capital Outlay - Copier	313.17	0.19	1,241.50	0.16	2,400.00	1,158.50
825 JAG GRANT	0.00		0.00		1,900.00	1,900.00
Account Total	**94,460.75**	**57.51**	**415,087.66**	**54.77**	**1,249,129.00**	**834,041.34**
FIRE PROTECTION						
110 Salaries	14,983.27	9.12	73,348.14	9.68	199,902.00	126,553.86
116 Salaries-Firemen Paid Call	87.00	0.05	2,758.75	0.36	25,000.00	22,241.25
117 Salaries-Drill Night	361.54	0.22	3,591.59	0.47	15,000.00	11,408.41
130 Overtime	-10.00	-0.01	0.00		0.00	0.00
200 Personnel Benefits	60.04	0.04	202.66	0.03	1,115.00	912.34
230 FICA	15.20	0.01	357.97	0.05	2,480.00	2,122.03
240 MEDICARE	223.30	0.14	1,154.53	0.15	3,479.00	2,324.47
260 Worker's Compensation	0.00		47.30	0.01	12,702.00	12,654.70
261 Retirement	2,552.76	1.55	12,428.21	1.64	58,306.00	45,877.79
270 Insurance	3,390.17	2.06	13,552.70	1.79	40,359.00	26,806.30
344 Employee Drug Testing	0.00		0.00		500.00	500.00
410 Utilities	1,101.03	0.67	2,335.11	0.31	8,500.00	6,164.89
430 Repair and Maint-Other	0.00		83.86	0.01	900.00	816.14
431 Repair and Maint-Auto	54.97	0.03	2,321.69	0.31	8,500.00	6,178.31
432 Repair and Maint-Buildings	616.68	0.38	1,130.50	0.15	1,400.00	269.50
433 Repair and Maint-Equipment	516.00	0.31	896.29	0.12	6,000.00	5,103.71
450 Contract Services	0.00		0.00		16,450.00	16,450.00
505 Postage	12.02	0.01	12.02		100.00	87.98
530 Telephone & Communication	319.19	0.19	967.11	0.13	4,500.00	3,532.89
531 Information Technology	65.00	0.04	65.00	0.01	1,000.00	935.00
543 Dues & Subscriptions	110.00	0.07	1,024.89	0.14	3,094.00	2,069.11
560 Uniforms	45.76	0.03	97.59	0.01	9,500.00	9,402.41
580 Travel/Meetings/Education	1,020.03	0.62	1,065.29	0.14	4,500.00	3,434.71
606 Public Education	0.00		0.00		1,000.00	1,000.00
610 Supplies-Operating	40.98	0.02	287.43	0.04	3,500.00	3,212.57
612 Supplies-Other	40.95	0.02	143.76	0.02	1,400.00	1,256.24
614 Minor Equipment	470.00	0.29	498.80	0.07	4,500.00	4,001.20
621 Medical Supplies	131.48	0.08	453.95	0.06	1,400.00	946.05
626 Gas and Oil	198.79	0.12	916.13	0.12	6,500.00	5,583.87
768 Capital Outlay -	0.00		31,860.03	4.20	70,000.00	38,139.97
826 Grants	0.00		2,966.12	0.39	5,000.00	2,033.88
Account Total	**26,406.16**	**16.08**	**154,567.42**	**20.39**	**516,587.00**	**362,019.58**
PARKS						
110 Salaries	5,686.39	3.46	25,426.40	3.35	73,790.00	48,363.60
120 Salaries-Part Time	0.00		5,895.20	0.78	41,310.00	35,414.80
130 Overtime	0.00		0.00		500.00	500.00
200 Personnel Benefits	30.82	0.02	98.44	0.01	266.00	167.56
230 FICA	352.56	0.21	1,576.47	0.21	4,575.00	2,998.53
240 MEDICARE	82.44	0.05	368.64	0.05	1,070.00	701.36
260 Worker's Compensation	0.00		0.00		3,900.00	3,900.00
261 Retirement	643.70	0.39	2,878.27	0.38	8,523.00	5,644.73
270 Insurance	1,808.28	1.10	7,233.12	0.95	21,786.00	14,552.88
344 Employee Drug Testing	0.00		18.75		200.00	181.25
410 Utilities	1,337.05	0.81	4,119.04	0.54	16,000.00	11,880.96
431 Repair and Maint-Auto	0.00		554.16	0.07	3,000.00	2,445.84

1 GENERAL

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
432 Repair and Maint-Buildings	90.21	0.05	155.25	0.02	3,500.00	3,344.75
433 Repair and Maint-Equipment	31.45	0.02	780.72	0.10	7,000.00	6,219.28
434 Repair and Maint-Docks	0.00		0.00		2,500.00	2,500.00
470 Tree Maintenance	0.00		0.00		2,500.00	2,500.00
480 Greenway	66.50	0.04	440.80	0.06	5,000.00	4,559.20
481 BMX PARK	0.00		524.99	0.07	4,000.00	3,475.01
505 Postage	0.00		0.00		20.00	20.00
530 Telephone & Communication	101.50	0.06	304.34	0.04	1,300.00	995.66
543 Dues & Subscriptions	0.00		545.89	0.07	1,382.00	836.11
580 Travel/Meetings/Education	0.00		180.00	0.02	1,000.00	820.00
610 Supplies-Operating	184.57	0.11	366.24	0.05	4,500.00	4,133.76
612 Supplies-Other	16.38	0.01	263.25	0.03	3,000.00	2,736.75
615 Chemicals	0.00		0.00		3,000.00	3,000.00
616 Plants and Seeds	0.00		194.85	0.03	2,000.00	1,805.15
626 Gas and Oil	96.27	0.06	1,111.21	0.15	8,500.00	7,388.79
740 Capital Outlay - Equipment	0.00		0.00		4,000.00	4,000.00
822 Forestry Projects	0.00		0.00		7,000.00	7,000.00
Account Total	**10,528.12**	**6.41**	**53,036.03**	**7.00**	**235,122.00**	**182,085.97**
Total Expenses	**164,256.98**	**100.00**	**757,890.90**	**100.00**	**2,592,701.00**	**1,834,810.10**
Net Income(Loss)	587,930.42	357.93	343,253.64	45.29		

2 STREET

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
311100 PROPERTY TAXES	198,822.90	406.95	246,043.72	92.09	411,861.00	-165,817.28
319100 PENALTY & INTEREST	636.47	1.30	1,495.64	0.56	4,000.00	-2,504.36
335300 HIGHWAY USERS TAX (GAS TAX)	0.00		70,123.03	26.24	321,000.00	-250,876.97
335500 COUNTY SALES TAX	0.00		2,876.53	1.08	10,000.00	-7,123.47
338100 ROAD & BRIDGE TAX	130,428.83	266.96	141,596.28	52.99	110,000.00	31,596.28
343200 ENCHROACHMENT PERMIT RECEIPTS	0.00		350.00	0.13	1,600.00	-1,250.00
371000 INTEREST EARNED	96.68	0.20	331.90	0.12	700.00	-368.10
379000 MISCELLANEOUS REVENUE	0.00		739.70	0.28	3,000.00	-2,260.30
398100 UNENCUMBERED FUNDS	0.00		0.00		60,000.00	-60,000.00
398400 UNENCUMBERED FUNDS ~ Street	0.00		0.00		120,032.00	-120,032.00
399100 SPRING CLEAN UP	0.00		0.00		30,000.00	-30,000.00
Total Revenue	**329,984.88**	**100.00**	**463,556.80**	**100.00**	**1,072,193.00**	**-608,636.20**
Expenses						
ADMINISTRATION						
110 Salaries	3,644.80	7.46	16,365.60	6.13	47,565.00	31,199.40
130 Overtime	0.00		0.00		450.00	450.00
200 Personnel Benefits	21.17	0.04	60.15	0.02	133.00	72.85
230 FICA	225.97	0.46	1,014.66	0.38	2,949.00	1,934.34
240 MEDICARE	52.84	0.11	237.27	0.09	690.00	452.73
250 Reserve for Unemployment	0.00		0.00		700.00	700.00
261 Retirement	412.59	0.84	1,852.59	0.69	5,494.00	3,641.41
270 Insurance	688.19	1.41	2,779.89	1.04	8,749.00	5,969.11
344 Employee Drug Testing	90.00	0.18	163.75	0.06	500.00	336.25
505 Postage	0.00		0.00		100.00	100.00
580 Travel/Meetings/Education	0.00		110.28	0.04	1,000.00	889.72
Account Total	**5,135.56**	**10.51**	**22,584.19**	**8.45**	**68,330.00**	**45,745.81**
SHOP						
110 Salaries	3,638.86	7.45	14,764.67	5.53	42,804.00	28,039.33
200 Personnel Benefits	15.15	0.03	48.29	0.02	133.00	84.71
230 FICA	225.61	0.46	915.43	0.34	2,654.00	1,738.57
240 MEDICARE	52.76	0.11	214.09	0.08	621.00	406.91
260 Worker's Compensation	0.00		0.00		1,740.00	1,740.00
261 Retirement	411.91	0.84	1,671.34	0.63	4,944.00	3,272.66
270 Insurance	1,303.88	2.67	5,232.10	1.96	16,154.00	10,921.90
344 Employee Drug Testing	0.00		0.00		100.00	100.00
410 Utilities	1,191.00	2.44	2,273.92	0.85	7,000.00	4,726.08
431 Repair and Maint-Auto	0.00		2.49		1,500.00	1,497.51
530 Telephone & Communication	24.43	0.05	73.13	0.03	350.00	276.87
611 Supplies-Shop	147.71	0.30	875.68	0.33	6,000.00	5,124.32
626 Gas and Oil	55.34	0.11	174.16	0.07	1,500.00	1,325.84

2 STREET

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
721 Capital Outlay - Shop	0.00		0.00		6,000.00	6,000.00
Account Total	**7,066.65**	**14.46**	**26,245.30**	**9.82**	**91,500.00**	**65,254.70**
STREET MAINTENANCE						
110 Salaries	14,928.54	30.56	64,563.26	24.16	178,545.00	113,981.74
130 Overtime	0.00		14.11	0.01	500.00	485.89
200 Personnel Benefits	59.13	0.12	209.83	0.08	665.00	455.17
230 FICA	923.10	1.89	3,996.50	1.50	11,070.00	7,073.50
240 MEDICARE	215.90	0.44	934.70	0.35	2,589.00	1,654.30
260 Worker's Compensation	0.00		0.00		16,220.00	16,220.00
261 Retirement	1,685.37	3.45	7,296.72	2.73	20,622.00	13,325.28
270 Insurance	5,359.53	10.97	21,241.59	7.95	64,170.00	42,928.41
300 Professional Purchased Services	0.00		3,241.62	1.21	20,000.00	16,758.38
410 Utilities	999.60	2.05	1,966.82	0.74	7,500.00	5,533.18
431 Repair and Maint-Auto	738.54	1.51	2,364.56	0.88	16,000.00	13,635.44
432 Repair and Maint-Buildings	128.70	0.26	128.70	0.05	3,000.00	2,871.30
433 Repair and Maint-Equipment	1,228.28	2.51	1,753.46	0.66	6,000.00	4,246.54
435 Repair and Maint-Bridges	0.00		321.45	0.12	3,000.00	2,678.55
436 Repair and Maint-Storm Sewer	0.00		1,713.95	0.64	5,000.00	3,286.05
465 Fees-Dig Line	22.30	0.05	82.17	0.03	500.00	417.83
505 Postage	0.00		0.00		50.00	50.00
530 Telephone & Communication	291.90	0.60	620.35	0.23	4,000.00	3,379.65
531 Information Technology	0.00		170.00	0.06	1,400.00	1,230.00
540 Advertising & Publishing	0.00		0.00		100.00	100.00
543 Dues & Subscriptions	50.00	0.10	595.90	0.22	3,394.00	2,798.10
601 Paint & Supplies	236.30	0.48	416.30	0.16	13,000.00	12,583.70
610 Supplies-Operating	640.08	1.31	4,118.88	1.54	12,000.00	7,881.12
612 Supplies-Other	40.95	0.08	1,004.99	0.38	5,500.00	4,495.01
615 Chemicals	0.00		0.00		6,000.00	6,000.00
626 Gas and Oil	692.27	1.42	1,964.31	0.74	15,000.00	13,035.69
627 Supplies-Sand/Gravel/Asphalt	0.00		2,707.55	1.01	110,000.00	107,292.45
628 Street Signs	0.00		285.00	0.11	3,000.00	2,715.00
740 Capital Outlay - Equipment	615.25	1.26	36,128.67	13.52	57,000.00	20,871.33
760 Capital Outlay - Streets -	0.00		0.00		150,000.00	150,000.00
Account Total	**28,855.74**	**59.06**	**157,841.39**	**59.07**	**735,825.00**	**577,983.61**
SNOW AND ICE						
130 Overtime	0.00		542.83	0.20	2,000.00	1,457.17
200 Personnel Benefits	0.00		1.43		0.00	-1.43
230 FICA	0.00		33.58	0.01	0.00	-33.58
240 MEDICARE	0.00		7.84		0.00	-7.84
261 Retirement	0.00		61.29	0.02	0.00	-61.29
270 Insurance	0.00		152.82	0.06	0.00	-152.82
433 Repair and Maint-Equipment	24.25	0.05	473.48	0.18	4,000.00	3,526.52
610 Supplies-Operating	0.00		0.00		2,500.00	2,500.00
626 Gas and Oil	516.98	1.06	766.52	0.29	4,500.00	3,733.48
627 Supplies-Sand/Gravel/Asphalt	0.00		9,121.11	3.41	10,000.00	878.89
740 Capital Outlay - Equipment	495.00	1.01	22,018.00	8.24	30,000.00	7,982.00
Account Total	**1,036.23**	**2.12**	**33,178.90**	**12.42**	**53,000.00**	**19,821.10**

STREET LIGHTING

2 STREET

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
410 Utilities	5,997.02	12.27	17,853.08	6.68	71,000.00	53,146.92
437 Repair and Maint-Lights	0.00		0.00		15,000.00	15,000.00
Account Total	**5,997.02**	**12.27**	**17,853.08**	**6.68**	**86,000.00**	**68,146.92**
STREET CLEANING						
110 Salaries	0.00		3,035.25	1.14	10,440.00	7,404.75
200 Personnel Benefits	6.21	0.01	12.42		0.00	-12.42
230 FICA	0.00		188.18	0.07	647.00	458.82
240 MEDICARE	0.00		44.01	0.02	151.00	106.99
425 Spring/Fall Cleanup	586.59	1.20	2,959.75	1.11	7,000.00	4,040.25
433 Repair and Maint-Equipment	0.00		1,576.61	0.59	7,000.00	5,423.39
461 Fees-Landfill	0.00		0.00		500.00	500.00
610 Supplies-Operating	62.52	0.13	679.62	0.25	4,500.00	3,820.38
612 Supplies-Other	0.00		0.00		300.00	300.00
626 Gas and Oil	110.41	0.23	990.09	0.37	7,000.00	6,009.91
Account Total	**765.73**	**1.57**	**9,485.93**	**3.55**	**37,538.00**	**28,052.07**
Total Expenses	**48,856.93**	**100.00**	**267,188.79**	**100.00**	**1,072,193.00**	**805,004.21**
Net Income(Loss)	281,127.95	575.41	196,368.01	73.49		

3 LIBRARY

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
311100 PROPERTY TAXES	101,722.66	696.88	125,628.94	176.29	210,438.00	-84,809.06
319100 PENALTY & INTEREST	434.26	2.98	1,006.39	1.41	2,900.00	-1,893.61
331000 GRANTS, GIFTS AND DONATIONS	24.75	0.17	123.25	0.17	6,000.00	-5,876.75
335000 STATE SHARED REVENUE	4,469.34	30.62	9,301.30	13.05	18,000.00	-8,698.70
335500 COUNTY SALES TAX	0.00		5,371.36	7.54	19,485.00	-14,113.64
335600 SALES TAX	15.60	0.11	103.20	0.14	350.00	-246.80
356000 RURAL DUES	258.80	1.77	2,239.20	3.14	7,000.00	-4,760.80
361000 FINES & FORFEITS	271.45	1.86	1,093.42	1.53	4,500.00	-3,406.58
371000 INTEREST EARNED	3.00	0.02	10.26	0.01	100.00	-89.74
379000 MISCELLANEOUS REVENUE	440.59	3.02	928.42	1.30	4,000.00	-3,071.58
398100 UNENCUMBERED FUNDS	0.00		0.00		4,904.00	-4,904.00
Total Revenue	**107,640.45**	**100.00**	**145,805.74**	**100.00**	**277,677.00**	**-131,871.26**
Expenses						
LIBRARY						
110 Salaries	9,646.97	66.09	37,968.49	53.28	131,460.00	93,491.51
200 Personnel Benefits	56.34	0.39	150.73	0.21	554.00	403.27
230 FICA	598.11	4.10	2,354.01	3.30	8,151.00	5,796.99
240 MEDICARE	139.88	0.96	550.53	0.77	1,906.00	1,355.47
250 Reserve for Unemployment	0.00		0.00		3,605.00	3,605.00
260 Worker's Compensation	0.00		0.00		415.00	415.00
261 Retirement	1,092.04	7.48	4,298.04	6.03	15,184.00	10,885.96
270 Insurance	2,727.88	18.69	8,737.96	12.26	32,152.00	23,414.04
344 Employee Drug Testing	25.00	0.17	25.00	0.04	75.00	50.00
410 Utilities	0.00		2,032.97	2.85	15,000.00	12,967.03
420 Custodial & Cleaning	0.00		1,650.00	2.32	11,000.00	9,350.00
430 Repair and Maint-Other	0.00		23.96	0.03	3,500.00	3,476.04
505 Postage	0.00		198.00	0.28	1,000.00	802.00
530 Telephone & Communication	0.00		465.74	0.65	3,760.00	3,294.26
531 Information Technology	0.00		435.25	0.61	1,700.00	1,264.75
532 E-Books	0.00		811.34	1.14	2,000.00	1,188.66
533 Audio/Visual	0.00		661.58	0.93	2,000.00	1,338.42
534 Book Replacement	0.00		270.20	0.38	2,000.00	1,729.80
540 Advertising & Publishing	0.00		28.40	0.04	1,000.00	971.60
543 Dues & Subscriptions	0.00		3,415.89	4.79	7,565.00	4,149.11
580 Travel/Meetings/Education	0.00		320.08	0.45	1,000.00	679.92
607 Supplies-Children's Programs	0.00		154.28	0.22	5,000.00	4,845.72
610 Supplies-Operating	77.63	0.53	1,227.92	1.72	4,000.00	2,772.08
612 Supplies-Other	0.00		183.80	0.26	500.00	316.20
640 Periodicals	0.00		370.59	0.52	1,000.00	629.41
745 Books - Library	0.00		3,638.23	5.11	15,000.00	11,361.77
753 Capital Outlay - Projects	0.00		0.00		3,700.00	3,700.00

3 LIBRARY

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
773 Capital Outlay - Copier	227.00	1.56	1,204.05	1.69	3,100.00	1,895.95
830 Sales Tax	6.00	0.04	87.60	0.12	350.00	262.40
Account Total	**14,596.85**	**100.00**	**71,264.64**	**100.00**	**277,677.00**	**206,412.36**
Total Expenses	**14,596.85**	**100.00**	**71,264.64**	**100.00**	**277,677.00**	**206,412.36**
Net Income(Loss)	93,043.60	637.42	74,541.10	104.60		

5 INSURANCE

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
311100 PROPERTY TAXES	692.31		2,130.74	4.89	68,511.00	-66,380.26
319100 PENALTY & INTEREST	175.15		405.13	0.93	0.00	405.13
371000 INTEREST EARNED	2.86		9.81	0.02	0.00	9.81
399200 WATER FUND PORTION	0.00		0.00		9,550.00	-9,550.00
399300 SEWER FUND PORTION	0.00		0.00		9,550.00	-9,550.00
Total Revenue	870.32	100.00	2,545.68	100.00	87,611.00	-85,065.32
Expenses						
INSURANCE						
520 Insurance - Liability	0.00		43,555.50	100.00	87,111.00	43,555.50
521 Insurance - Deductible	0.00		0.00		500.00	500.00
Account Total			43,555.50	100.00	87,611.00	44,055.50
Total Expenses	0.00		43,555.50	100.00	87,611.00	44,055.50
Net Income(Loss)	870.32		-41,009.82	-94.16		

6 RECREATION

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
311100 PROPERTY TAXES	23,571.60	184.31	29,525.31	51.44	48,086.00	-18,560.69
319100 PENALTY & INTEREST	187.33	1.46	433.59	0.76	1,300.00	-866.41
335000 STATE SHARED REVENUE	6,216.89	48.61	12,938.18	22.54	25,000.00	-12,061.82
335500 COUNTY SALES TAX	0.00		22,359.45	38.96	70,000.00	-47,640.55
350400 POOL REVENUE	3,256.75	25.46	10,639.28	18.54	72,000.00	-61,360.72
350500 POOL REVENUE - CONCESSION	0.00		0.00		6,000.00	-6,000.00
350600 POOL REVENUE - LESSONS	511.25	4.00	688.75	1.20	17,000.00	-16,311.25
350700 POOL REVENUE - SPECIAL EVENTS	0.00		300.00	0.52	1,000.00	-700.00
371000 INTEREST EARNED	44.19	0.35	151.62	0.26	300.00	-148.38
379000 MISCELLANEOUS REVENUE	27.00	0.21	123.00	0.21	2,000.00	-1,877.00
398000 UNENCUMBERED FUNDS	0.00		0.00		64,478.00	-64,478.00
Total Revenue	**33,815.01**	**100.00**	**77,159.18**	**100.00**	**307,164.00**	**-230,004.82**
Expenses						
RECREATION						
110 Salaries	3,518.07	27.51	16,579.59	28.89	86,422.00	69,842.41
115 Salaries-Guards	1,996.84	15.61	10,085.11	17.57	51,840.00	41,754.89
130 Overtime	0.00		3.85	0.01	2,500.00	2,496.15
200 Personnel Benefits	15.41	0.12	49.22	0.09	357.00	307.78
230 FICA	341.92	2.67	1,653.45	2.88	8,572.00	6,918.55
240 MEDICARE	79.97	0.63	386.64	0.67	2,005.00	1,618.36
250 Reserve for Unemployment	0.00		0.00		1,505.00	1,505.00
260 Worker's Compensation	0.00		0.00		7,355.00	7,355.00
261 Retirement	443.68	3.47	2,211.55	3.85	9,982.00	7,770.45
270 Insurance	574.22	4.49	2,296.88	4.00	17,387.00	15,090.12
300 Professional Purchased Services	0.00		0.00		5,000.00	5,000.00
344 Employee Drug Testing	25.00	0.20	50.00	0.09	400.00	350.00
410 Utilities	4,491.52	35.12	12,664.32	22.07	44,000.00	31,335.68
430 Repair and Maint-Other	144.03	1.13	1,734.19	3.02	8,000.00	6,265.81
438 Repair and Maint-Pool	420.48	3.29	1,200.48	2.09	10,000.00	8,799.52
505 Postage	0.00		0.00		100.00	100.00
530 Telephone & Communication	128.03	1.00	444.58	0.77	2,000.00	1,555.42
531 Information Technology	42.50	0.33	63.75	0.11	3,000.00	2,936.25
540 Advertising & Publishing	0.00		0.00		500.00	500.00
543 Dues & Subscriptions	0.00		545.89	0.95	1,239.00	693.11
580 Travel/Meetings/Education	148.51	1.16	175.51	0.31	1,000.00	824.49
610 Supplies-Operating	211.57	1.65	2,221.49	3.87	7,000.00	4,778.51
612 Supplies-Other	24.57	0.19	84.57	0.15	3,500.00	3,415.43
615 Chemicals	227.76	1.78	4,498.26	7.84	10,000.00	5,501.74
617 Supplies-Concession	0.00		0.00		4,000.00	4,000.00
618 Supplies-Special Events	0.00		0.00		500.00	500.00
761 Capital Outlay-Contingency	0.00		0.00		5,000.00	5,000.00

6 RECREATION

		Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
770 Capital Outlay		0.00		0.00		10,000.00	10,000.00
830 Sales Tax		-44.93	-0.35	444.45	0.77	4,000.00	3,555.55
	Account Total	12,789.15	100.00	57,393.78	100.00	307,164.00	249,770.22
	Total Expenses	12,789.15	100.00	57,393.78	100.00	307,164.00	249,770.22
	Net Income(Loss)	21,025.86	164.40	19,765.40	34.44		

7 AIRPORT

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
311100 PROPERTY TAXES	22,538.99	5095.51	27,176.44	1649.56	47,430.00	-20,253.56
319100 PENALTY & INTEREST	6.73	1.52	6.82	0.41	50.00	-43.18
320000 FUEL REVENUE	436.90	98.77	4,130.51	250.71	40,000.00	-35,869.49
331400 USER FEES	411.00	92.92	2,642.00	160.36	3,000.00	-358.00
334000 GRANT	0.00		0.00		337,500.00	-337,500.00
335000 STATE SHARED REVENUE	748.95	169.32	1,558.66	94.61	3,000.00	-1,441.34
371000 INTEREST EARNED	4.41	1.00	15.09	0.92	30.00	-14.91
398100 UNENCUMBERED FUNDS	0.00		0.00		35,000.00	-35,000.00
Total Revenue	**24,146.98**	**100.00**	**35,529.52**	**100.00**	**466,010.00**	**-430,480.48**
Expenses						
AIRPORT						
300 Professional Purchased Services	0.00		0.00		1,000.00	1,000.00
410 Utilities	268.25	60.64	684.73	41.56	2,500.00	1,815.27
420 Custodial & Cleaning	0.00		0.00		200.00	200.00
439 Repair and Maint-Airport	0.00		11.98	0.73	2,500.00	2,488.02
543 Dues & Subscriptions	0.00		0.00		60.00	60.00
580 Travel/Meetings/Education	0.00		0.00		250.00	250.00
610 Supplies-Operating	0.00		0.00		500.00	500.00
625 Fuel - Airport	0.00		0.00		35,000.00	35,000.00
629 Fuel - Expenses	174.08	39.36	950.79	57.71	4,000.00	3,049.21
731 Capital Outlay - Airport	0.00		0.00		420,000.00	420,000.00
Account Total	**442.33**	**100.00**	**1,647.50**	**100.00**	**466,010.00**	**464,362.50**
Total Expenses	**442.33**	**100.00**	**1,647.50**	**100.00**	**466,010.00**	**464,362.50**
Net Income(Loss)	23,704.65	5359.04	33,882.02	2056.57		

CITY OF PAYETTE
Income Statement by Department
For the Accounting Period: 1 / 16

20 CAPITAL IMPROVEMENT

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
311100 PROPERTY TAXES	131.35		378.95		0.00	378.95
319100 PENALTY & INTEREST	40.55		86.70		0.00	86.70
371000 INTEREST EARNED	28.17		96.61		200.00	-103.39
398200 UNENCUMBERED FUNDS TO CAPITAL	0.00		0.00		70,000.00	-70,000.00
Total Revenue	**200.07**	**100.00**	**562.26**	**100.00**	**70,200.00**	**-69,637.74**
Expenses						
CAPITAL IMPROVEMENT						
720 Capital Outlay - Buildings	0.00		0.00		50,200.00	50,200.00
765 Capital Outlay - Pool	0.00		0.00		10,000.00	10,000.00
766 Capital Outlay - Library	0.00		0.00		10,000.00	10,000.00
Account Total					**70,200.00**	**70,200.00**
Total Expenses	**0.00**		**0.00**		**70,200.00**	**70,200.00**
Net Income(Loss)	200.07		562.26			

21 RESERVE FOR PROJECTS

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
399000 TRANSFER FROM OTHER FUND	0.00		0.00		110,000.00	-110,000.00
Total Revenue	**0.00**	**100.00**	**0.00**	**100.00**	**110,000.00**	**-110,000.00**
Expenses						
TRUCK FUND - FIRE DEPT.						
847 FIRE TRUCK REPLACEMENT	0.00		0.00		110,000.00	110,000.00
Account Total					**110,000.00**	**110,000.00**
Total Expenses	**0.00**		**0.00**		**110,000.00**	**110,000.00**
Net Income(Loss)	0.00		0.00			

25 WATER

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
346100 WATER METERED SALES	65,173.30	130.72	257,978.08	118.85	790,000.00	-532,021.92
346200 WATER CONNECTION FEES	0.00		5,375.00	2.48	15,000.00	-9,625.00
346900 OTHER REVENUE-WATER - FIRE	606.65	1.22	2,465.15	1.14	6,500.00	-4,034.85
361000 FINES & FORFEITS	4,320.00	8.66	16,080.80	7.41	45,000.00	-28,919.20
371000 INTEREST EARNED	28.01	0.06	93.56	0.04	250.00	-156.44
379000 MISCELLANEOUS REVENUE	173.30	0.35	688.66	0.32	2,000.00	-1,311.34
398100 UNENCUMBERED FUNDS	0.00		0.00		59,737.00	-59,737.00
Total Revenue	**70,301.26**	**100.00**	**282,681.25**	**100.00**	**918,487.00**	**-635,805.75**
Expenses						
WATER						
110 Salaries	12,723.34	25.52	58,790.23	27.08	210,806.00	152,015.77
130 Overtime	169.49	0.34	1,022.34	0.47	2,000.00	977.66
200 Personnel Benefits	84.63	0.17	292.18	0.13	1,145.00	852.82
230 FICA	799.37	1.60	3,708.38	1.71	13,070.00	9,361.62
240 MEDICARE	186.92	0.37	867.29	0.40	3,057.00	2,189.71
260 Worker's Compensation	0.00		0.00		8,055.00	8,055.00
261 Retirement	1,416.45	2.84	6,460.29	2.98	24,348.00	17,887.71
270 Insurance	5,737.13	11.51	22,985.58	10.59	82,520.00	59,534.42
300 Professional Purchased Services	1,313.39	2.63	4,357.89	2.01	20,000.00	15,642.11
344 Employee Drug Testing	0.00		18.75	0.01	200.00	181.25
410 Utilities	3,663.17	7.35	9,917.42	4.57	42,000.00	32,082.58
430 Repair and Maint-Other	0.00		820.80	0.38	3,000.00	2,179.20
431 Repair and Maint-Auto	198.27	0.40	337.33	0.16	4,000.00	3,662.67
432 Repair and Maint-Buildings	5.00	0.01	307.33	0.14	25,000.00	24,692.67
440 Repair and Maint-Distribution	534.46	1.07	15,195.20	7.00	40,000.00	24,804.80
462 Fees-DEQ	0.00		10,472.00	4.82	12,000.00	1,528.00
463 Fees-Water Testing	126.50	0.25	449.92	0.21	18,000.00	17,550.08
465 Fees-Dig Line	22.30	0.04	82.17	0.04	300.00	217.83
505 Postage	856.78	1.72	1,777.83	0.82	10,000.00	8,222.17
530 Telephone & Communication	356.64	0.72	632.05	0.29	6,000.00	5,367.95
531 Information Technology	200.00	0.40	489.99	0.23	2,000.00	1,510.01
543 Dues & Subscriptions	365.00	0.73	1,520.88	0.70	8,551.00	7,030.12
580 Travel/Meetings/Education	0.00		27.78	0.01	3,000.00	2,972.22
610 Supplies-Operating	209.41	0.42	1,125.30	0.52	6,000.00	4,874.70
612 Supplies-Other	209.42	0.42	269.42	0.12	2,500.00	2,230.58
615 Chemicals	0.00		6,525.00	3.01	20,000.00	13,475.00
619 Meters	0.00		1,023.00	0.47	15,000.00	13,977.00
626 Gas and Oil	353.31	0.71	938.30	0.43	8,000.00	7,061.70
750 Capital Outlay - Water	0.00		0.00		60,000.00	60,000.00
751 Capital Outlay - Rehab Wells	0.00		27,425.00	12.63	35,000.00	7,575.00
752 Capital Outlay -	0.00		0.00		32,785.00	32,785.00

25 WATER

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
755 Capital Outlay - Water Master	14,027.00	28.13	14,027.00	6.46	105,000.00	90,973.00
762 Capital Outlay - Projects	0.00		0.00		10,000.00	10,000.00
844 Transfer to Water Rehab Fund	6,300.00	12.64	25,200.00	11.61	75,600.00	50,400.00
846 Transfer to Other Fund	0.00		0.00		9,550.00	9,550.00
Account Total	**49,857.98**	**100.00**	**217,066.65**	**100.00**	**918,487.00**	**701,420.35**
Total Expenses	**49,857.98**	**100.00**	**217,066.65**	**100.00**	**918,487.00**	**701,420.35**
Net Income(Loss)	20,443.28	41.00	65,614.60	30.23		

26 SEWER

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
347100 SEWER SERVICE REVENUE	133,572.53	137.02	435,633.32	130.22	1,370,000.00	-934,366.68
347200 SEWER CONNECTION FEES	0.00		3,000.00	0.90	8,000.00	-5,000.00
361000 FINES & FORFEITS	0.00		0.00		10,000.00	-10,000.00
371000 INTEREST EARNED	101.47	0.10	342.31	0.10	1,100.00	-757.69
371150 BAB INTEREST	0.00		11,915.41	3.56	12,000.00	-84.59
379000 MISCELLANEOUS REVENUE	799.66	0.82	2,498.66	0.75	7,000.00	-4,501.34
398200 UNENCUMBERED FUNDS TO CAPITAL	0.00		0.00		143,206.00	-143,206.00
Total Revenue	**134,473.66**	**100.00**	**453,389.70**	**100.00**	**1,551,306.00**	**-1,097,916.30**
Expenses						
SEWER						
110 Salaries	18,792.36	19.28	85,219.61	25.47	251,842.00	166,622.39
130 Overtime	355.74	0.36	2,282.56	0.68	6,000.00	3,717.44
200 Personnel Benefits	72.08	0.07	242.59	0.07	800.00	557.41
230 FICA	1,185.37	1.22	5,419.69	1.62	15,573.00	10,153.31
240 MEDICARE	277.21	0.28	1,267.54	0.38	3,642.00	2,374.46
260 Worker's Compensation	0.00		0.00		9,935.00	9,935.00
261 Retirement	2,121.21	2.18	9,584.86	2.87	29,012.00	19,427.14
270 Insurance	5,320.08	5.46	21,344.56	6.38	68,234.00	46,889.44
300 Professional Purchased Services	35.00	0.04	525.00	0.16	75,000.00	74,475.00
344 Employee Drug Testing	0.00		73.75	0.02	500.00	426.25
410 Utilities	10,509.90	10.78	27,950.39	8.36	100,000.00	72,049.61
430 Repair and Maint-Other	0.00		129.80	0.04	1,000.00	870.20
431 Repair and Maint-Auto	349.78	0.36	1,134.37	0.34	7,000.00	5,865.63
441 Repair and Maint-Plant	61.54	0.06	4,731.46	1.41	45,000.00	40,268.54
442 Repair and Maint-Collection	1,904.82	1.95	5,549.51	1.66	50,000.00	44,450.49
460 Sludge Disposal	576.64	0.59	878.47	0.26	10,000.00	9,121.53
464 Fees-Lab Testing	1,352.73	1.39	3,322.76	0.99	14,000.00	10,677.24
465 Fees-Dig Line	22.30	0.02	82.16	0.02	300.00	217.84
505 Postage	929.85	0.95	2,130.00	0.64	11,000.00	8,870.00
530 Telephone & Communication	177.06	0.18	562.31	0.17	2,500.00	1,937.69
531 Information Technology	199.99	0.21	1,161.69	0.35	1,500.00	338.31
543 Dues & Subscriptions	399.00	0.41	1,622.88	0.49	9,000.00	7,377.12
580 Travel/Meetings/Education	0.00		665.00	0.20	3,500.00	2,835.00
610 Supplies-Operating	572.96	0.59	3,431.45	1.03	11,000.00	7,568.55
615 Chemicals	1,852.56	1.90	5,417.56	1.62	40,000.00	34,582.44
626 Gas and Oil	285.55	0.29	593.27	0.18	6,000.00	5,406.73
635 Rehab Projects	6,300.00	6.46	25,200.00	7.53	75,600.00	50,400.00
762 Capital Outlay - Projects	0.00		12,063.94	3.61	25,000.00	12,936.06
763 Capital Outlay - CMOM,	0.00		0.00		77,818.00	77,818.00
764 Capital Outlay -	0.00		0.00		435,000.00	435,000.00
846 Transfer to Other Fund	0.00		0.00		9,550.00	9,550.00

26 SEWER

		Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
901 Debt Service-DEQ		43,831.17	44.96	111,943.17	33.46	156,000.00	44,056.83
	Account Total	**97,484.90**	**100.00**	**334,530.35**	**100.00**	**1,551,306.00**	**1,216,775.65**
	Total Expenses	**97,484.90**	**100.00**	**334,530.35**	**100.00**	**1,551,306.00**	**1,216,775.65**
	Net Income(Loss)	36,988.76	37.94	118,859.35	35.53		

CITY OF PAYETTE
Income Statement by Department
For the Accounting Period: 1 / 16

30 SANITATION

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
345100 GARBAGE COLLECTION	26,993.61	73.87	107,641.46	87.84	305,000.00	-197,358.54
345200 CART RENTAL COLLECTION	5,626.79	15.40	22,545.38	18.40	67,000.00	-44,454.62
371000 INTEREST EARNED	11.72	0.03	40.12	0.03	100.00	-59.88
398200 UNENCUMBERED FUNDS TO CAPITAL	0.00		0.00		30,000.00	-30,000.00
Total Revenue	**32,632.12**	**100.00**	**130,226.96**	**100.00**	**402,100.00**	**-271,873.04**
Expenses						
SANITATION						
451 Contract-Hauling	30,607.25	83.76	100,201.66	81.77	270,000.00	169,798.34
452 Contract-Cart Rental	5,933.59	16.24	22,341.09	18.23	67,000.00	44,658.91
605 Supplies-Office	0.00		0.00		300.00	300.00
841 Transfer to General Fund	0.00		0.00		34,800.00	34,800.00
843 Transfer to Streets	0.00		0.00		30,000.00	30,000.00
Account Total	**36,540.84**	**100.00**	**122,542.75**	**100.00**	**402,100.00**	**279,557.25**
Total Expenses	**36,540.84**	**100.00**	**122,542.75**	**100.00**	**402,100.00**	**279,557.25**
Net Income(Loss)	-3,908.72	-10.70	7,684.21	6.27		

CITY OF PAYETTE
Income Statement by Department
For the Accounting Period: 1 / 16

31 WATER REHAB PROJECT

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
371000 INTEREST EARNED	170.61		585.48		1,000.00	-414.52
398000 UNENCUMBERED FUNDS	0.00		0.00		3,400.00	-3,400.00
399000 TRANSFER FROM OTHER FUND	6,300.00		25,200.00		75,600.00	-50,400.00
Total Revenue	**6,470.61**	**100.00**	**25,785.48**	**100.00**	**80,000.00**	**-54,214.52**
Expenses						
Water Rehab Projects						
800 Projects	0.00		0.00		80,000.00	80,000.00
Account Total					**80,000.00**	**80,000.00**
Total Expenses	**0.00**		**0.00**		**80,000.00**	**80,000.00**
Net Income(Loss)	6,470.61		25,785.48			

32 SEWER REHAB PROJECT

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
371000 INTEREST EARNED	103.31		354.26		0.00	354.26
399000 TRANSFER FROM OTHER FUND	6,300.00		25,200.00		75,600.00	-50,400.00
Total Revenue	6,403.31	100.00	25,554.26	100.00	75,600.00	-50,045.74
Expenses						
Sewer Rehab Project					75,600.00	75,600.00
800 Projects	0.00		0.00		75,600.00	75,600.00
Account Total						
Total Expenses	0.00		0.00		75,600.00	75,600.00
Net Income(Loss)	6,403.31		25,554.26			

37 LID 98-1

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
311110 ASSESSMENT RECEIPTS	66.24		15,316.00	128.26	6,000.00	9,316.00
319100 PENALTY & INTEREST	0.00		318.90	2.67	200.00	118.90
371000 INTEREST EARNED	13.76		47.21	0.40	75.00	-27.79
398000 UNENCUMBERED FUNDS	0.00		0.00		7,166.00	-7,166.00
Total Revenue	**80.00**	**100.00**	**15,682.11**	**100.00**	**13,441.00**	**2,241.11**
Expenses						
DEBT SERVICE						
902 Debt Service-LID 98-1	0.00		11,941.00	100.00	11,941.00	0.00
905 Other Expenses	0.00		0.00		1,500.00	1,500.00
Account Total			**11,941.00**	**100.00**	**13,441.00**	**1,500.00**
Total Expenses	**0.00**		**11,941.00**	**100.00**	**13,441.00**	**1,500.00**
Net Income(Loss)	80.00		3,741.11	31.33		

CITY OF PAYETTE
Income Statement by Department
For the Accounting Period: 1 / 16

45 REVOLVING LOAN

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
371000 INTEREST EARNED	28.24	6.53	96.94	0.90	150.00	-53.06
379000 MISCELLANEOUS REVENUE	504.00	116.62	1,260.00	11.70	3,600.00	-2,340.00
398100 UNENCUMBERED FUNDS	0.00		0.00		96,250.00	-96,250.00
Total Revenue	**532.24**	**100.00**	**1,356.94**	**100.00**	**100,000.00**	**-98,643.06**
Expenses						
REVOLVING LOAN						
850 Business Loans	0.00		0.00		100,000.00	100,000.00
851 FACADE GRANT	432.19	100.00	10,767.68	100.00	0.00	-10,767.68
Account Total	**432.19**	**100.00**	**10,767.68**	**100.00**	**100,000.00**	**89,232.32**
Total Expenses	**432.19**	**100.00**	**10,767.68**	**100.00**	**100,000.00**	**89,232.32**
Net Income(Loss)	100.05	23.15	-9,410.74	-87.40		

49 HEALTH INSURANCE

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
371000 INTEREST EARNED	37.87	5.41	129.95	0.99	0.00	129.95
398100 UNENCUMBERED FUNDS	0.00		0.00		50,000.00	-50,000.00
Total Revenue	**37.87**	**100.00**	**129.95**	**100.00**	**50,000.00**	**-49,870.05**
Expenses						
HEALTH CARE REIMBURSEMENT						
271 Health Care Reimbursement	0.00		1,337.75	10.22	35,000.00	33,662.25
272 Health Reimbursement Account	699.98	100.00	11,752.74	89.78	15,000.00	3,247.26
Account Total	**699.98**	**100.00**	**13,090.49**	**100.00**	**50,000.00**	**36,909.51**
Total Expenses	**699.98**	**100.00**	**13,090.49**	**100.00**	**50,000.00**	**36,909.51**
Net Income(Loss)	-662.11	-94.59	-12,960.54	-99.01		

53 IMPACT FEES

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
341310 IMPACT FEES - POLICE	0.00		2,884.00		0.00	2,884.00
341320 IMPACT FEES - FIRE	0.00		1,452.00		0.00	1,452.00
Total Revenue	0.00	100.00	4,336.00	100.00	0.00	4,336.00
Net Income(Loss)	0.00		4,336.00			

54 DEBT SERVICES

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget	Variance
Revenue						
311120 BOND RECEIPTS - LIBRARY	23,317.64		28,990.45	46.99	49,199.00	-20,208.55
371150 BAB INTEREST	0.00		12,397.47	20.09	12,500.00	-102.53
Total Revenue	**23,317.64**	**100.00**	**41,387.92**	**100.00**	**61,699.00**	**-20,311.08**
Expenses						
DEBT SERVICE						
900 Debt Service	0.00		61,699.00	100.00	61,699.00	0.00
Account Total			**61,699.00**	**100.00**	**61,699.00**	
Total Expenses	**0.00**		**61,699.00**	**100.00**	**61,699.00**	**0.00**
Net Income(Loss)	23,317.64		-20,311.08	-32.92		

MINUTES OF A REGULAR SCHEDULED CITY OF PAYETTE AIRPORT COMMISSION MEETING HELD FEBRUARY 8, 2016, AT 4:15 P.M. IN THE AIRPORT MEETING ROOM, PAYETTE, IDAHO.

THE MEETING WAS CALLED TO ORDER BY COMMISSIONER PETERSON.

MEMBERS PRESENT: Dave Koeppen, Frazer Peterson, Jan Zatloukal and Bert Osborn
ABSENT: Gary Cox and Brenda Carter
Also in attendance was Bobbie Black

APPROVAL OF MINUTES:
Osborn moved and Koeppen seconded a motion to approve the minutes of January 11, 2016 as written. Motion carried.

COMMUNICATIONS:
A. Letter to Cities – The Commission was provided with a draft letter to go to surrounding cities asking for support. All names of the Commission will be placed on letter.

AGENDA ITEMS:
1. Fuel at Airport: The Commission was given updated reports on fuel for January. Mr. Koeppen stated that we have 897 av-gas and 512 gallons of mo-gas. Mr. Koeppen also stated after researching, a new fuel tank would cost $28,735 and shipping costs of $8,184. A used tank would be $15,000 with shipping costs between $1.600-$2,000. There would also be a charge of $140 an hour to remove and place on truck and would take approximately four hours to do. The tank would have to be cleaned and a concrete pad would need to be constructed. Our fuel prices could be below everyone if we had a bigger tank. Having fuel at the airport has brought pilots that we would not have had here. It was stated that it's viable, we just need to convince the City.
2. Runway Extension Update: Nothing new to report. The Commission would like a grant update next meeting.

GENERAL DISCUSSION:
The Commission discussed if a fuel tank could be purchased through grant funds. Would like to see if the state can help with that.

CITIZENS COMMENTS:
None

NEXT AGENDA:
None

Meeting adjourned at 4:37 PM.
Recording Secretary
Bobbie Black

DRAFT

MINUTES
Parks & Recreation Committee
February 8, 2016
City Council Chambers
1:00 PM

ROLL CALL:
Members Present: Jim Franklin, Gerald Loveland, Kurt Key, Kim Bruce, Alan Massey and Nancy Dale.
Members absent: None
Staff Present: Katrina Smith, Jamie Couch, Randy Fales and Matea Gabiola.

MINUTES:

A motion was made by Key and seconded by Loveland to approve the minutes of 01-04-2016 as written.

After unanimous voice approval, the motion CARRIED

COMMUNICATIONS: None

AGENDA ITEMS:

A. Election

1. Chairman-

A motion was made by Key and seconded by Bruce to elect Jim Franklin as Chairman.

After unanimous voice approval, the motion CARRIED

2. Co- Chairman –

A motion was made by Key and seconded by Loveland to elect Nancy Dale as Co- Chairman.

After unanimous voice approval, the motion CARRIED

B. Activity Connection Plan

1. Bike Lanes: Google Map- Mr. Franklin explained the Activity Connection Plan to the new committee members and stated prior to their arrival the previous committee agreed to start that plan with adding more bike lanes to the City, to eventually connect all the Payette Schools. Mr. Franklin stated the lanes that the committee discussed connecting are 7th Ave North on the west side all the way down the River Street , 6th Street North to Centennial Park, then in the opposite direction towards South 6th Street to Kiwanis Park, then finally Iowa to Wayne. Mr. Couch stated possibly 6th Street North and South is considered a State Highway, and the committee may have to go through Idaho Department of Transportation to get any permits or rather permission to create a bike lane, but any street that is

considered the Cities is more than fine to paint a bike lane if there is enough width. Mr. Couch stated since he is now aware of what streets the committee is considering he can go out and measure each of them and make sure that width won't be an issue, as well as do research on any ordinances regarding bike lanes. Mr. Loveland stated that he attended a driver's education conference and they had a piece on bike lanes, and he would like to pass that information on to Mr. Couch. Mr. Key and Ms. Bruce discussed possibility having a bike lane down Center. Ms. Bruce stated that Center Ave is to dangerous due to it being so narrow. Mr. Key brought up the fact that the City may have something in the works regarding Iowa. Mr. Couch stated yes, he can relay now that the Street Department is in the process of creating a holding pond next to the well house near Iowa, and widening the road is also on the plans. Ms. Gabiola asked the committee regarding the final streets that they want measurements and information about. The committee stated 7th Ave North, 6th Street North and South and Iowa to Wayne.

A motion was made by Key and seconded by Bruce to go forward with the first phase of the Activity Connection Plan on bike lanes regarding 7th Ave North, 6th Street North & South and Iowa to Wayne.

After unanimous voice approval, the motion CARRIED

Ms. Bruce stated another reason why adding these bike lanes to the City is a great idea is because now there are walking, biking and recreational scores in each city and this aids in home buying. Ms. Bruce also stated that when she is in search for potential homes for buyers she reviews these scores to see how activity friendly this home or town is, and that could be a big selling point. Simply creating these bike lanes isn't enough, but promoting them as well is huge. Ms. Gabiola asked Ms. Bruce how she would find this type of information. Ms. Bruce stated just Google walking, biking and recreational scores for cities. Also check on placecity.com and see if they do scoring as well. Ms. Dale also stated possibly in conjunction with creating a bike lane near Kiwanis Park, also create an access down by the bridge for floaters to get out of the river, and spend time in our Kiwanis Park and at the Payette Pool.

C. Pool Update- Ms. Smith said that is everything is doing well, and sign boards are back up. Lessons are booming. In the winter time Ms. Smith stated we try to make the lessons parent friendly, meaning the pool works with their schedule to whenever is convenient for the parent. In the summer time the pool has a set schedule. The pool temperature has been off and on depending on the weather outside, due to one of the heaters breaking down again, but the parts are on their way to fix it. During Spring break there will be a lifeguard class for new and re-certification. The City of Payette charges $200 for new certification and recertification $75. Ms. Smith stated that they can take up to 12 people in a class, and if they get more then that they will schedule a second date to meet the needs of the people that sign up. Ms. Dale asked how many hours are taught in a life guard class. Ms. Smith stated it is approximately 30 hours, but one can take the course online at the American Red Cross, then come in to the Pool and take the water time portion. The committee asked about the swim team and if they are still practicing at the pool. Ms. Smith stated yes, they do on Tuesdays, but due to our pool not being long and wide enough they aren't able to have meets.

1. Levi Chase Walk through- Mr. Franklin informed the new committee members that he met with Levi Chase, Boise Parks & Aquatics Supervisor, and he did a walkthrough at the Payette Pool. Mr. Franklin stated that the pool was built in 1972, and he believes

that there is some maintenance issues that he wants to address and have a plan on how to maintain them, the pool is a vital asset to this community. Mr. Franklin stated he wants to work with Ms. Smith and Mr. Fales and get bids on the important items, so the committee is aware of the cost and possibly working on them to add to the budget next year. Ms. Bruce brought up that if solar panels is an item that they want to get bids on, DS factors in Fruitland is community youth involvement advocate, you might visit with them to possibly partner up on that project due to them being big into solar panel systems. To be used as a donation to the community.

Ms. Bruce wanted to bring to the committees attention that in previous meetings they have had discussions regarding promoting the pool. Ms. Bruce stated if we want to spend all this money to update and maintain the pool, what are we as the City doing to promote the updates and what activities that goes on at the pool. How are we ever going to increase attendance at the pool if we don't promote it, so we are able to get a bigger budget to pay for these items?

D. Parks Update- Mr. Fales stated that the Parks Department has finished all the maintenance on their equipment. Also when the weather gets nicer and the ground unthaws they will begin aerating the parks. Mr. Loveland asked Mr. Fales if there is a safety program to check city playgrounds. Mr. Fales stated yes there is a program and they make a monthly report. Ms. Dale asked about the slide in Padgett Park off of 7th Ave North and if it had been fixed and functioning. Mr. Fales stated not yet, they received the wrong slide and for whatever reason we can't get the company to send us a new slide that works with our old one. We could potentially need a new platform.

GENERAL DISCUSSION:

Ms. Dale stated that the City Council members are part of the committees to watch the dollars, and showing her that everything is going well, you're responsible in your actions and the numbers are growing they can relay to the City Council that these departments are safe to give money too. Also anything that they as Council members can do to help boost revenue and be more effective. Ms. Dale brought up that there has been discussion on bidding some of the small parks regarding maintenance work, to free Mr. Fales up and focus more on the bigger parks and also potentially save the Parks Department some money in the long run. Mr. Fales stated that would work if they are willing to coordinate with him and Mr. Mc Elravy. Mr. Fales stated normally in the summer we have four seasonal people on staff, but last year we had 6 people and it worked very well. Ms. Dale stated to give that some thought and if there is possibly something you think we could be doing to make your department more efficient, to tell us, because we control the money. Ms. Smith brought up that she would like to see the Payette Pool raise the cost of their swim lessons, due to them being the cheapest in the surrounding areas to become more competitive and gain more revenue. Ms. Bruce stated that she would like to see a full fledge marketing plan to promote the pool because it correlates with what Ms. Dale said in order to get more money for our pool we have to promote it.

AGENDA ITEMS FOR NEXT MEETING:

1. Areas discussed for the bike lanes
2. Marketing/ Promotion for the pool
3. Bids for the Parks/ Pool items

Meetings changed to the first Wednesday every month at 11am.

A motion was made by Key and second by Loveland to hold the Parks & Recreation meetings the first Wednesday every month at 11am.

After unanimous voice approval, the motion CARRIED

ADJOURN:

A motion was made by Key and second by Loveland to adjourn the meeting at 2:10pm.

After unanimous voice approval, the motion CARRIED

Recording Secretary
Matea Gabiola