

CITY OF NEW MEADOWS
REGULAR CITY COUNCIL MEETING
MONDAY, NOVEMBER 10, 2014 AT 7:00PM
CITY COUNCIL CHAMBERS NEW MEADOWS CITY HALL

Agenda Item 1) Roll Call, Welcome & Pledge of Allegiance:

Mayor Koberstein called the meeting to order at 7:05pm. Mayor Tony Koberstein and Council Members Julie Good, Brad Steiner, Shannon Fairchild and Darbey Edwards were present. City Clerk/Treasurer Jacob "Mac" Qualls, Public Works Supervisor Doug Buys, Office Assistant Angie Moore, were also present. Public in attendance: Jack Hellbusch, Donna Eggleston, Jeff Roff, Martin Tushkowski, Debbie Stuart, Chrystal Roff, Christy Grobe (Star News), Wes Jeffs, Dixie Jeffs, and Richard Jayo.

Mayor Koberstein led the Pledge of Allegiance.

Agenda Item 2) Planning & Zoning Issues

- a) **Annexation** – *The Council is to order a public hearing on the Annexation of the parcel of property north of the Meadows Valley School and New Meadows Airstrip; Section 20-6 of New Meadows Ordinance 313-08.*

The City Council has set the public hearing for the annexation for December 15, 2014 at 6:00pm.

- b) **Conditional Use Permit** – *The Council is to grant or deny the application; or delay a decision for up to thirty days for further study or hearing on the proposed Land Application Conditional Use Permit under New Meadows Ordinance 313-08 Section 13-4 C.*

- Council Member Edwards moved to approve the Conditional Use Permit to operate a sewer treatment facility on city owned property north of the school and west of the New Meadows Airstrip; Council Member Steiner seconded the motion. Roll Call: Steiner – Aye, Good – Aye, Edwards – Aye, Fairchild – Aye. Motion carried.

- c) **Reasoned Statement** – *Discussion / Decision on approving the Reasoned Statement for Browns Mountain Recycling.*

- Council President Good moved to approve the reasoned statement for Browns Mountain Recycling; Council Member Fairchild seconded the motion. Roll Call: Steiner – Aye, Good – Aye, Edwards – Aye, Fairchild – Aye. Motion carried.

- d) **Joint Public Hearing** – Discussion between Planning & Zoning Members and the New Meadows City Council on creating a Joint Public Hearing process (Planning & Zoning members invited)

The New Meadows Planning & Zoning Commission Members and New Meadows City Council Members discussed holding joint public hearings to speed up the process for applicants and could help eliminate duplicate testimony during public hearings. Further discussion revealed a possibility for the public to attend fewer meetings on the same issue. Staff will draft a resolution for a joint public hearing.

Agenda Item 3) Community Issues:

- a) **ABC Presentation by McCall Greater Chamber of Commerce – Richard Jayo & Donna Eggleston**

- i. Richard Jayo & Donna Eggleston with McCall Chamber of Commerce changed their focus to the Greater McCall Area Chamber of Commerce.

Richard Jayo spoke to the New Meadows City Council regarding the Greater McCall Area Chamber of Commerce and Visitor's Bureau application for a grant that they are working on. He explained the stages of the grant process and explained that participants could be a non-profit group within Meadows Valley. Mr. Jayo also explained that if the council decides to join in the application process, and the application was to make it to the next round, the chamber would use the monies awarded to go onto the next round. If the applications were to continue to the next rounds, those prize monies could create an Economic Development Plan for the entire region. Mr. Jayo explained in order to qualify for this grant, the communities needed to be in the Frontier Service Area, which is why not all of Adams County was eligible. After the presentation the New Meadows City Council agreed to participate and Mr. Jayo was asked to draft a letter of support indicating the City of New Meadows City support for the effort to be signed by the Mayor.

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- b) Discussion / Decision on declaring April as Fair Housing Month by Resolution, and signing additional grant paperwork / certifications. (Grant Requirement)

After discussion amongst the City Council it was decided that Council Member Fairchild would be the Fair Housing Coordinator and would come in and meet with City Clerk / Treasurer Qualls Tuesday to go over the questionnaire.

- Council President Good moved to declare April as Fair Housing Month; Council Member Steiner seconded the motion. Roll Call: Steiner – Aye, Good – Aye, Edwards – Aye, Fairchild – Aye. Motion carried.

Agenda Item 4) Public Input:

Dixie Jeffs was recognized by Mayor Koberstein. Mrs. Jeffs read from a prepared statement indicating her experiences and feelings regarding recent decisions by the New Meadows Planning & Zoning Commission and New Meadows City Council.

Wes Jeffs stated New Meadows should be able to form its own Chamber of Commerce that would be effective and sustainable. Mr. Jeffs stated that he feels the presentation by the Greater McCall Area Chamber and Visitor's Bureau holds potential for a breakthrough for New Meadows and the surrounding areas. Mr. Jeffs stated that the ABC Presentation McCall Greater Chamber of Commerce reminds him of the Heartland Coalition from the 1980's.

Council Member Edwards stated that he doesn't feel his position / role on the city council is thankless, but understands that not everyone see's eye to eye all the time and thanked Mr. and Mrs. Jeffs for attending the meetings on a regular basis.

Agenda Item 5) Communication & Reports:

- a) **Mayor** – See Attachment A
- b) **Liaison Reports:**
 - i. **Law Enforcement** (Steiner) –None
 - ii. **Industrial Park** (Fairchild) - None
 - iii. **Public Works** (Edwards) – None
 - iv. **Parks & Recreation** (Steiner) – None
- c) **Staff Reports –**
 - i. **Public Works** (Buys) – Attachment B
 - ii. **Office Assistant** (Moore) – Attachment C
 - iii. **City Clerk / Treasurer** (Qualls) – Attachment D
 - iv. **Engineer** (Tankersly) – Attachment E
- d) **Other** – (Mailbag, Other Elected Officials, etc.) – None
- e) **Announcements** - None

Agenda Item 6) Consent Agenda (Approval of all with Single Motion & Roll Call):

- a) **Invoices:** To Date; **Financial Statements:** October 2014; **Time Sheets & Payroll Summary:** October 2014; **City Council Minutes:** October 14, 2014; October 23, 2014, November 5, 2014.

- Council Member Steiner moved to approve the consent agenda; Council President Good seconded the motion. Roll Call: Steiner – Aye, Good – Aye, Edwards – Aye, Fairchild – Aye. Motion carried.

Agenda Item 7) Additional Engineering Tasks:

No additional engineering tasks at this time.

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Agenda Item 8) Agenda Items for next meeting:

- a) Water Meter Replacement Agreement

Agenda Item 9) Adjourn:

- Council Member Steiner moved to adjourn the City Council Meeting; Council Member Fairchild seconded the motion. Voice vote indicated no opposition with all Council Member signifying aye. Motion carried.

Meeting adjourned at 8:35pm

OFFICIAL: /s/ Tony Koberstein
Anthony J. Koberstein, Mayor

ATTEST: /s/ Jacob M Qualls
Jacob Qualls, City Clerk

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Attachment A (Mayor's Report)

From The Mayors Desk

Oct-Nov.7, 2014

Items of Interest:

- Mac and I attended a regional LHTAC seminar held at the Depot, for me it was very informational. I plan on attending more of these.
- Leonard Wallace has been hired as the new PWA. I welcome him as does the rest of the city staff, I believe he will do an excellent job for the city with his duties at hand.
- I held two meetings with Claus and Darlene White one at city hall, the second at their residence to mitigate an issue of great concern about the proposed gravel source located on land purchased by the city. I believe I have restored their faith in the City of New Meadows.
- I attended an informational meeting hosted by Viki Purdy along with Adams County P&Z member Micki Eby at the Purdy residence. Property owners from within the county attended and discussed the effects of the proposed Salmon Meadows Mitigation Plan to be constructed within the cities area of impact on South-End Rd.
- I attended an informational meeting hosted by Adams County Commissioner Bill Brown. The Wetlands Mitigation Group and the Army Corps. Chief engineer was present. A packed house of property owners within Adams County also Julie Good and Brad Steiner of New Meadows City Council was in attendance. The meeting was a discussion about their unfamiliarity and uncertainty with the proposed Salmon Meadows Mitigation Plan. Most in attendance disagreed with the plans content in form at this time as I do.
- I attended the Nov.3, 2014 City of New Meadows P&Z meeting to show support for the annexation of the White property and the New Meadows Airport. Both measures passed with all in favor.
- I have fielded a couple of complaints from concerned citizens of the city about road grading issues. I am working on some sort of resolve for the complaints.
- We are still waiting on the donation boxes to be built by Larry Peterson when they arrive we will distribute them to local businesses. I hope that donations for the children's playground equipment builds up fast. I still believe we can have the equipment installed by early to mid-summer 2015.
- I am working on the details of an Industrial Park sign at the corner of Virginia St. and Commercial St. At this time I have about 50% of the information needed before I present it to City Council. Also I am waiting on an approval from the senior citizen center folks as to its location on their property.
- I have completed a rather lengthy City of New Meadows, Safety and Health Manual with the cooperation of the Idaho Department of Public Safety to be used by the City of New Meadows in regard to all city staff work environments, public building safety, environmental hazardous spills and containment, proper and safe use of equipment and much, much more. This manual will be used as an informational tool of reference. You are welcome to review the manual at your convenience. The Safety and Health Manual is on-hand for the City Staff, PW, P&Z, City Council, Library Staff, EMS, Fire Station Personal and members of the public for reference at City Hall during regular business hours.
- I will be out of the area from Nov.12 thru Nov.22, 2014 on a postponed (due to the previous Mayors resignation) vacation to Holbrook California to visit with family members. Julie Good, acting President of City Council will fill-in for me and assume the mayors duties to the best of her ability until I return. I will be available by phone if needed.

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Attachment A (Mayor's Report continued)

On The Lighter Side:

- With Christmas just around the corner, I encourage everyone within the community to dust off those Christmas lights and decorations get outside and decorate your home or property. Let's show all the visitors that travel thru New Meadows and our neighbor's some good old fashion Christmas spirit and just how proud we are to be members of this great community. If I can get some details worked out prizes will be handed out for your efforts as I did for the Christmas 2009 season.
- Also of big interest to me is the idea of holding an annual or even a bi-annual event yet to be named, outhouse racing (that's right I didn't stutter). This has been done elsewhere in the U.S. with great success. I was thinking that during the Christmas break or sometime during the winter snow months or even in conjunction with the Loggers Festival would be a great time as well. Racing could be conducted in the City Park, not too much area is needed to hold and compete in this type of event. Pre-registration will be required.
Low fees will be charged per team entry and the proceeds after some minimal expenses like trophies and cash awards, could be used for a good cause of some kind within the City or elsewhere. Donations for the event will be gladly accepted if you don't want to race.
Sponsors will be greatly appreciated and will be recognized for their involvement. Some radio and maybe TV coverage would be order. This would be an awesome way to promote the City of New Meadows, the outhouse racing event and the sponsors as well.
Spectators could cheer on their favorite racers and watch for free. Just remember to bring your own chairs if you want to sit down. Outhouses would be off limits for certain types of personal activities. Volunteers will be needed for tech in, staging and flaggers (reflective vests for the flaggers may be appropriate to avert accidents with moving outhouses) and someone to record the results of each race for the next round of eliminations.
We will need a green flag for the start of each race, yellow (if equipment falls apart or pullers go down) and checkers for the winner.
Also someone with a camera will be needed for photo finishes to put an end any arguments that might instill.
The teams would be determined by age groups.
There will be team classes for children, teenagers, adults and seniors as well.
Costumes for team members would be encouraged as well but not necessary.
Team names will be mandatory and must be painted on the outhouse. (This could get kind of stinky)
Numbers could be used in conjunction with team names as well.
The teams will consist of 3 or 5 persons at large or small.
Outhouses can be built out of any materials on hand, wood, cardboard, etc. but must resemble somewhat of an outhouse, just use your imagination and make it what you want to see. The more original the better and as I would do, the lighter the better (no need to carry extra poop on board).
To qualify one team member will have to be able to ride inside on the toilet seat (door is not necessary) with a roll of toilet paper in hand which will be mandatory. If you drop the roll of toilet paper while racing your team is disqualified. While the others, (2 or 4) pull (ideally) by rope and harness or push the outhouse mounted on some sort of ski or skies providing we have enough snow for a distance of approx. 150 ft. or so (shorter for the children and seniors of course) otherwise wheels and tires or just wheels of any kind could be used.
It would be sort of like drag racing on snow or grass but with only people horsepower generating torque and what a great way to get some exercise. A high calorie intake diet (for the pullers) the day of the races would be highly recommended.
Traction shoes of any kind will be highly recommended.

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Attachment A (Mayor's Report continued)

We will hold elimination rounds with the winner of each category receiving a trophy and some cash for their efforts.

Pictures of the winner in each class with their equipment and trophy will be mandatory for the press and just good wall-hangers for homes, businesses and City Hall. A trophy girl would not be necessary but if one should volunteer I'll go along with that as would the teams I'm sure.

I think this could be a great annual community event for all and a great way to spend a weekend during the winter months, Christmas break or even during the summer months.

We will also invite our good friends and neighbors to compete from the Meadows Valley, Council, Riggins, McCall, Donnelly and Cascade. Hopefully the great people of New Meadows will bring home the bacon.

It will be good times had for all who attend and participate. I suggest you bring your own antifreeze (if held in the winter) if not I'm sure one of our local vendors can help with that.

I am hoping that a few people or so within the community will step up and run with this idea. I will also volunteer at whatever capacity I can fill.

Anyway please give it some serious thought and get back to me with your comments and ideas. I would love to hear from everyone.

Let's Make This Happen!!!

Tony J. Koberstein, Mayor

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Attachment B (Public Works Report)

Doug Buys
Public Works Supervisor
Monthly Report
11-10-14

Water:

1. All water samples have come back great.
2. Well #3's new system has been working great.
3. Heaters and winterization has been done at all the well houses.
4. I have ordered fuel for the backup generator and fire pump
5. I have received the filters and oil for the fire pump and generator and will get them maintained before the winter months as well.

Sewer

1. We have failed our suspended solids test again, due to the presents of algae growing in the ponds.
2. We are still waiting on the arrival of our new chlorinator.
3. I have attended 2 land app classes within the past month, one from DEQ and the other put on by Idaho Rural water. I will be taking the land app test in December.
4. I had the lift station cleaned by ASAP to help sludge buildup in the pump.
5. Well monitoring at the land app site is continuing

Streets

1. I have bladed most all the streets in town, reshaping for winter, and trying to eliminate pot holes
2. I won't be able to touch the streets again till after the roads firm up after the thaw, this is usually April or May.
3. I have built up a low spot on Mclain Str. This was a poor drainage area as well as a problem spot in the spring time.
4. I have built up a low spot in front of the post office. This will not cure the holes that continue to be a problem at the intersection, but will help where the people get out of their cars.

Storm Drains

1. I have started cleaning the open ditches on Katherine street, This week I hope to get into Dan Hern's property as well and start cleaning the ditches in there.
2. I have been cleaned leaves, dirt and debris to catch basins threw out the city, to prepare for winter and spring run off.

Equipment

1. The new back hoe has arrived, and since it's arrival I have been using it quite a bit getting the ditches in order
2. I have received the filters for all the equipment and will get them all maintained for winter, along with all the snow removal equipment installed and maintained before the end of the month.
3. The water trucks, and jetter has been winterized

Park & Restrooms

1. I have installed automatic flushers in the rest rooms, this is to eliminate odors as well as fix some leaking fixtures.
2. A new heater had to be installed in the ladies side of the restroom as well.
3. All the sprinkler systems have been shut off and blown out for the winter.
4. The playground equipment has been removed, as ordered by the mayor.
5. I have received multiple compliments on how much better the bathrooms and trash at the bathrooms have been.

Industrial Park

1. D&D Meats, has stated a problem with there outside lights, I have C&N electric scheduled to swing by and check them out.
2. Multiple outside lights on the second building need new bulbs as well. I will try to get on that this week as well.

Misc.

1. If I have forgotten anything or if there are any questions please let me know.
2. I have had one report of and aggressive dog, but was unable to find the dog.
3. I also had a report of a dog at large, but were able to contact to owner and have the dog put back where he came from.
4. As of today I will be training our newest employee as well.

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Attachment C (Office Assistant Report)

Angie Moore
Administrative Assistant
October 15 - November 10, 2014

City Hall:

- ✓ Posted Payments
- ✓ Balanced Batches
- ✓ Answered Phones
- ✓ Made Deposits
- ✓ Checked Mail
- ✓ Sent out billing
- ✓ Filed claims
- ✓ Placed office orders
- ✓ Posted Closed Signs for Veteran's Day Closure
- ✓ Completed and Distributed November Newsletter
- ✓ Handed out candy for the school parade
- ✓ Pulled claims for auditor
- ✓ Created Spreadsheet for audit
- ✓ Created Rental list for Mac and emailed it to him
- ✓ Reprinted closed batch reports for batch 10569
- ✓ Created new mailing labels
- ✓ Printed label for Mac
- ✓ Created FY 2014 / 2015 AP files
- ✓ Created folder for Army Core of Engineers
- ✓ Pulled claims for auditor
- ✓ Set up for elections
- ✓ Helped Mac with mock election with Meadows Valley School 3rd and 4th graders

Planning & Zoning:

- ✓ Printed Planning & Zoning packets for Mac to deliver
- ✓ Made Planning & Zoning book for Jeff Roff

City Council:

- ✓ Typed letter for Mayor Koberstein
- ✓ Typed City Council Minutes from meeting on 10/14/2014, 10/23/2014
- ✓ Printed City Council Packets for Brown's Recycling public hearing for Mac to deliver
- ✓ Edited minutes from 11/5/2014 City Council Public Hearing meeting

Public Works:

- ✓ Printed shipping labels for Doug
- ✓ Typed and mailed letters to applicant that weren't chosen for the Public Works Assistant Position
- ✓ Printed paperwork for Leonard to fill out

Important Dates Coming Up:

- **November 11 – Veteran's Day City Hall Closed**
- **November 18 – WICAP at City Hall for Energy Assistance**
- **November 21 – Angie's last day**
- **November 27 – City Hall Closed for Thanksgiving**

If you have any questions please don't hesitate to ask me. Things have been busy in the office with the audit last week and just in general. Everything seems to be going rather smoothly overall.

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Attachment D (City Clerk Report)

Clerk / Treasurer Report for November 10, 2014

Page 1 of 1

1. Treasurer Reports

- a. October Bank Statements Received & Balanced– Umpqua Bank & LGIP. Idaho First will send off the normal date.
- b. The Treasurer Dash Board will on the table at the meeting.
- c. Please initial any reports that are presented to you.
- d. The Capital Improvement Draft is still being worked on.
- e. Our Auditor came and performed his duties on November 5. We should have an audit report in December where he will make a presentation.
- f. The final quarterly report will be published after the auditor sends audit adjustments.
- g. Tony and I ordered a used fire proof file cabinet. The cabinet would have retailed for around \$2500 and we were fortunate enough to get it for \$805 plus a minimal amount for C&M Lumber to deliver it to us from Boise (\$25).
- h. Payroll historically has been done for Elected Officials with the final payroll in November. If the council wishes, we can process payroll at that time again. It was done this way because some council members wanted to hit the ‘after Thanksgiving sales’.

2. Community Meetings / Events

- a. The AVIC will be holding a Non-Profit Gala. Everyone is invited. It will be held on Tuesday November 18 from 5:30p – 7:00p at the Southside Grill on Deinhard Lane in McCall.
- b. WICAP will be in our office on November 18 from 9am to noon to help those that need Energy Assistance. Please help spread the word.
- c. The Adams County Commissioners approved the Meadows Valley Ambulance Taxing District today.
- d. VAPP will meet in Donnelly on November 17. The Valley Adams Planning Partnership is a group of entities that come together to score each other’s projects that will be submitted to LHTAC (ITD) in the form of grant applications. This is an important step in scoring our applications higher as it shows regional support.

3. Training / Out of Office / Important Dates

- a. City Hall will be closed on Veteran’s Day – November 11, however, I will and Kim will be working to file the office and prepare the checks and documents that are approved tonight by Mayor Koberstein.
- b. City Hall will be closed on Thanksgiving Day – November 27th. With permission I & Kim would like to take the day Thanksgiving after off for working the November 11 Veteran’s Day.

4. Vandalism – There has been quite a bit of vandalism in recent months at the park. We have done our best to catch the vandals and require them to do community service instead of clogging up the judicial system. The types of vandalism have included: moving picnic tables, starting leaf fires and smashing pumpkins. The juveniles that have been apprehended are performing community service that helps the city instead of it costing the city money and time. We are having them clean city hall, sweep sidewalks, rake leaves, and other tasks that do not take up the time of staff.

5. City Hall –

- a. We have been very busy with the public hearings (P&Z and City Council) and other meetings. Our audit took a lot of preparation time.
- b. Tony and I attended a meeting at the depot last month in regards to LHTAC and LHRIP grant applications. I am anticipating that the city will need to update our Transportation Plan.

Any questions or concerns, please ask!!! - mac

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Attachment D (Treasurer Report)



City of New Meadows, Idaho
 Monthly Reporting Dashboard

Issued November 10, 2014

FY: October 1, 2014 - September 30, 2015

Our Investments & Cash	
Balances as of October 31, 2014	
<u>General Fund</u>	
<u>Fund # 1</u>	
October 31, 2014	\$114,963.68
October 31, 2013	\$111,708.25
<u>Transportation Fund</u>	
<u>Fund # 2</u>	
October 31, 2014	\$41,646.70
October 31, 2013	\$51,656.70
<u>Water Fund</u>	
<u>Fund # 60</u>	
October 31, 2014	\$120,883.27
October 31, 2013	\$107,762.61
<u>Industrial Park Fund</u>	
<u>Fund # 63</u>	
October 31, 2014	\$79,982.51
October 31, 2013	\$68,288.91
<u>Sewer Fund</u>	
<u>Fund # 65</u>	
October 31, 2014	\$97,319.30
October 31, 2013	\$92,779.57
<u>Sewer Grant Fund</u>	
<u>Fund # 66</u>	
October 31, 2014	-\$30,110.59
October 31, 2013	-\$16,012.37

Our Cash Flows.... (End of period)		
Major Funds		
FY: October 1, 2014 - September 30, 2015		
<u>General Fund Revenues & Expenses</u>		
Fiscal Year 2015 Budget	\$342,100.00	100%
Revenues	\$19,399.01	6%
Expenditures	\$20,881.36	6%
<u>Transportation Fund Revenues & Expenses</u>		
Fiscal Year 2015 Budget	\$143,386.00	100%
Revenues	\$0.00	0%
Expenditures	\$3,633.75	3%
<u>Water System Revenues & Expenses</u>		
Fiscal Year 2015 Budget	\$157,658.00	100%
Revenues	\$12,869.91	8%
Expenditures	\$11,616.20	7%
<u>Industrial Park Revenues & Expenses</u>		
Fiscal Year 2015 Budget	\$25,869.00	100%
Revenues	\$1,836.52	7%
Expenditures	\$230.13	1%
<u>Sewer System Revenues & Expenses</u>		
Fiscal Year 2015 Budget	\$1,218,326.00	100%
Revenues	\$12,298.14	1%
Expenditures	\$14,819.46	1%

More information on back side of this document

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Attachment D (Treasurer Report continued)



City of New Meadows, Idaho
 Monthly Reporting Dashboard

Issued November 10, 2014

FY: October 1, 2014 - September 30, 2015

Long Term Debt			Specific Revenue Collections at a Glance.....		
			FY: October 1, 2014 - September 30, 2015		
Sewer Bond	Balance	Rate	Property Tax Revenue Collections (LOT not included)		
2030 Maturity (EST)	368412.61 (TBD)	5.13%	Fiscal Year 2015 Budget	\$148,413.00	100%
Annual Payment	\$32,995.00	Paid	Revenues to period end	\$2,566.70	2%
Reserve Required	\$32,995.00	Met	State Shared Revenue Collections		
Water Bond	Balance	Rate	Fiscal Year 2015 Budget	\$57,593.00	100%
2021 Maturity (EST)	167420.22 (TBD)	5.75%	Revenues to period end	\$11,396.27	20%
Annual Payment	\$26,733.00	Paid	Permit & License Revenue Collections		
Reserve Required	\$26,733.00	Met	Fiscal Year 2015 Budget	\$5,065.00	100%
Grader Lease	Balance	Rate	Revenues to period end	\$101.45	2%
2018 Maturity	\$213,863.00	3.30%	Franchise Fee Revenue Collections		
Annual Payment	\$31,450.38	11/14	Fiscal Year 2015 Budget	\$17,500.00	100%
Reinvest Rates ... October 2014			Revenues to period end	\$3,288.63	19%
Location		Rate	Fine & Forfeit Revenue Collections		
Local Gov. Investment		0.1247%	Fiscal Year 2015 Budget	\$7,500.00	100%
Umpqua Bank		N/A	Revenues to period end	\$620.55	8%
Idaho First (2 year CD's)		0.8000%			

Historic Cash Flows For Major Funds (Three Years + Current Year)								
	FY 2014 / 2015		FY 2013 / 2014		FY 2012 / 2013		FY 2011 / 2012	
	As of 10/31/14		As of 10/31/13		As of 10/31/12		As of 10/31/11	
General Fund	\$342,100.00	100%	\$312,341.00	100%	\$234,039.00	100%	\$301,017.00	100%
Revenues	\$19,399.01	6%	\$25,758.81	8%	\$22,777.87	10%	\$19,738.52	7%
Expenditures	\$20,881.36	6%	\$22,091.26	7%	\$16,261.93	7%	\$15,632.14	5%
Water Fund	\$157,658.00	100%	\$421,078.00	100%	\$144,375.00	100%	\$147,200.00	100%
Revenues	\$12,869.91	8%	\$13,227.25	3%	\$12,475.94	9%	\$12,906.35	9%
Expenditures	\$11,616.20	7%	\$9,839.67	2%	\$13,901.95	10%	\$20,188.61	14%
Sewer Fund	\$1,218,326.00	100%	\$1,672,235.00	100%	\$155,735.00	100%	\$205,300.00	100%
Revenues	\$12,298.14	1%	\$13,651.12	1%	\$12,575.47	8%	\$11,907.42	8%
Expenditures	\$14,819.46	1%	\$8,477.80	1%	\$16,803.30	11%	\$19,809.64	10%
Industrial Park	\$25,869.00	100%	\$517,686.00	100%	\$520,075.00	100%	\$17,150.00	100%
Revenues	\$1,836.52	1%	\$1,973.70	0%	\$2,110.47	8%	\$2,091.15	12%
Expenditures	\$230.13	1%	\$229.18	0%	\$4,022.40	1%	\$30.00	0%

Disclaimer: Assuming that all claims are paid as presented. Amounts may not be accurate if bank statements are not reconciled, interest is not posted or claims are paid from outside of period.

CITY OF NEW MEADOWS
REGULAR CITY COUNCIL MEETING
MONDAY, NOVEMBER 10, 2014 AT 7:00PM
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Attachment E (Engineer's Report)



PROJECT STATUS REPORT

PROJECT NAME: Contract City Engineering Services

CLIENT: City of New Meadows, Idaho

JOB NO.: 13006

DATE: November 10, 2014

Mayor Koberstein, City Council and Staff,

In reference to the above listed project(s) we have prepared the following comments/brief synopsis of work in progress.

Sidewalk & ADA Ramp Improvements

- Phase 3 of the project is complete. To wrap things up, we just need a signed copy of the Certificate of Final Completion returned to us from Mac.

Action Items

1. Obtain Certificate of Final Completion from Mac.

North Commercial Avenue

- As discussed in our report last month, this project has been put on hold indefinitely. We have a few loose ends to wrap up in regards to what we are working on and will get them taken care of over the next few weeks.

We have started to prepare a letter to LHTAC to see if they will allow the City to use the provided funds to rebuild the road structural section to a gravel surface with geotextile fabric, 18" of subbase rock, and 4" base rock. This means that the City would not pave or install any stormwater improvements as identified in the LHTAC grant applications. Since this has yet to be finished, we have no updates on this. We hope to report back on this at the December City Council meeting.

- We still need to coordinate with Mac and see how much money is remaining from the Cash for Towns funds. If it is decided that we will not be doing the N. Commercial Ave. project it may be worth considering that the City return any remaining money back to ITD.

Action Items

1. Wrap up project loose ends and provide 30% project design and cost estimate info to the City.
2. Write letter to LHTAC and see if they will accept a reduced project.
3. Follow up with Mac and determine the status of the remaining Cash for Towns money.

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Attachment E (Engineer's Report continued)

Project Status Report - City of New Meadows

November 10, 2014

Gravel/Rock Source

- All applications were submitted for this project and per direction from Mac and Mayor Koberstein the borrow source component of the project was removed. We presented an Application for Annexation for portions of the White Property and the Meadows Valley Airstrip to the Planning & Zoning (P&Z) Commission last week. An Application for Conditional Use Permit was also presented to the P&Z for the land application site associated with the Wastewater Reuse System Improvement Project. Both applications were recommended to be approved and moved onto City Council.

Action Items

1. Present application to the City Council at the TBD meeting date.

Virginia Street Stormwater System

- There is no new information on this topic.

Action Items

1. Continue to follow up with ITD and determine the scope of their project and any other necessary details.
2. Follow up with Mayor, City Council, and Staff to discuss project status and how we would like to proceed after hearing back from ITD.

Flooding from Farm Fields

- There is no new information on this project.
- It is our understanding that Doug has started to work on some of the determined maintenance areas located on Dan Hearne's property. We have offered to provide assistance to Doug if needed on this project.

Action Items

1. Continue to follow up on the project as necessary.

Facility Plan/EID

- There is no new information on this project.
- We have submitted a revised Archeological Survey to the DEQ and are awaiting comments back from them and Nez Perce Tribe. We followed up with J-U-B last week and they have no updates as they are still waiting to hear back from the DEQ.
- As far as we know the changes to the Archeological Survey and its approval continues to be the only agency hang-up keeping J-U-B from wrapping up the Agency comment portion of the EID. This lone comment is from the Nez Perce Tribe. Once all comments are received, they anticipate about a two week turnaround for the final document.

Action Items

1. Once all tasks have been completed, Crestline will prepare formal letter to Charlie Perkins w/DEQ in regards to additional funding support upon completion of the EID portion of the project to help recoup some of the additional project expenses.

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Attachment E (Engineer's Report continued)

Project Status Report - City of New Meadows

November 10, 2014

2. Continue to follow up with J-U-B on project status so that they can complete their portion of the work.

Land Application Site

- There is no new information on this topic.
- There are no updates on the transferring of the water rights for the property. All application paperwork has been submitted and we followed up once last month with the Idaho Department of Water Resources (IDWR). We will follow up again in the next week or so. Because there is no real significant reason to rush to get this completed we are not going to push too hard on IDWR at this point in time.
- City Staff has resumed ground water monitoring of the wells on a monthly basis. Crestline continues to work with City Staff to provide support with collected groundwater monitoring data and will also continue to update our spreadsheet/bar charts until it is determined that monitoring is no longer needed.

Action Items

1. Follow up with the IDWR on the status of the water right transfer.
2. City Staff to continue monitoring wells until it is determined to be no longer necessary.
3. Crestline to continue to prepare spreadsheets and graphs showing changes in groundwater elevations.

Stormwater Collection System

- Although there is no new information on this issue we will continue to leave it in our report as an ongoing reminder.
- Much of the City's stormwater system needs to be cleaned/maintained. Regular maintenance can potentially help with water quality as well as help to alleviate the potential for flooding.
- Crestline needs to work with City Staff to determine options to obtain possible funding for an amendment/future updates to the Stormwater Master Plan.

Action Items

1. Is there money in the City's budget for ongoing maintenance of the stormwater collection system?
2. If we are going to work on minor improvements it may be good to start to have City Staff identify the system on our new aerial mapping. From there we can attempt to prioritize system maintenance on an annual basis.
3. The Crestline Team and City Staff need to evaluate the potential for funding assistance for the development of updates/improvements to the Stormwater Master Plan and an evaluation of the existing water/sewer system to determine potential conflicts with a proposed stormwater conveyance system. In order to move a significant project forward we are going to need a facility/master plan. As stated in the past, the current plan needs to be updated. It is recommended that a proposal for this work be developed if the Council is in agreement. Without this document, we will not be able to get significant funding from any of the available sources and it will be difficult to evaluate proposed improvements.

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Project Status Report - City of New Meadows

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IDEQ Grants and Loans

- There is no new information on this topic.
- A while back, Crestline worked with City Staff to send a response to DEQ in regards to the fact that the City may still be interested in DEQ's allotted funds for the Wastewater Improvement Project. As stated in past months, our team has not ruled out the possibility of needing DEQ funds for Engineering.

Action Items

1. Notify DEQ once the final determination is made for funding for the project.

Wastewater Improvement Project Funding

- We met onsite with members of the Idaho Department of Commerce (IDOC) and Kelly Dalhquist from CEDA the City's grant writing consultant. The purpose of the meeting was to introduce the project to IDOC and discuss any questions they might have. We also walked the proposed improvements so that they could have a better understanding of the project in regards to their review of the funding application that will be submitted by CEDA.
- Our Engineering Team continues to work with USDA-RD on funding for the Wastewater Improvement Project. We have received some formal comments and will be working to address those.

Action Items

1. Continue to work with Mac, CEDA, USDA-RD, and the Idaho Department of Commerce as needed until they are ready to obligate funds.

Other

- No other information and/or projects to discuss at this time.