

Welcome to tonight's City Council meeting!
The elected officials of the City of Bonners Ferry are appreciative of an involved constituency. Testimony from the public is encouraged concerning issues when addressed under the Public Hearing portion of the agenda. Any individual who wishes may address the council on any issue, whether on the agenda or not, during the Public Comments period. Normal business will preclude public participation during the business portion of the meeting with the discretion left to the Mayor and Council.

Vision Statement

Bonners Ferry, "The Friendliest City", strives to achieve balanced growth, builds on community strengths, respects natural resources, promotes excellence in Government, and values quality of life.

**AGENDA
CITY COUNCIL MEETING
Bonners Ferry City Hall
7232 Main Street
267-3105
February 16, 2016
7:00 p.m.**

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

PUBLIC COMMENTS

Each speaker will be allowed a maximum of five minutes, unless repeat testimony is requested by the Mayor/Council

GUESTS

Necia Maiani – Cassia Tank Update

REPORTS

Police/Fire/City Administrator/Economic Development Coordinator/Urban Renewal District

CONSENT AGENDA

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Treasurer's Report
4. Approval of February 2, 2016 Council Meeting Minutes

OLD BUSINESS

NEW BUSINESS

5. City – Approve Special Event Permit for Boundary County Parks and Rec for the SWISH Basketball Tournament on July 8-9, 2016 (attachment)
6. Street – Approve Augusta Street Project Pay Request #3 for HMM Engineering and Authorize Mayor to Sign Documents (attachment)
7. Electric – Approve Change Order for Unit 2 Repair (attachment)
8. Golf – Approve Purchase of Computer and Program Support for Irrigation System (attachment)

9. Water/Sewer – Accept Adrian Dice’s Resignation (attachment)
10. Executive Session per Idaho Code 74-206 (1) (b) Consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE 74-206, SUBSECTION 1

- (a) Consider hiring a public officer, employee, staff member or individual agent.
- (b) Consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student.
- (c) Conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.
- (d) Consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code.
- (e) Consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.
- (f) Communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.
- (i) Engage in communications with a representative of the public agency’s risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed.

ADJOURNMENT

NEXT MEETING DATE

INFORMATION

11. City – AIC Conference in Boise June 22 through June 24, 2016
12. Electric/Water/Sewer – Profit/Loss Reports (attachment)
13. City – Invitation to Department of Lands Open House on February 25, 2016 (attachment)
14. City – ICRMP Training on February 24, 2016 (attachment)

2016-04

CITY OF BONNERS FERRY, IDAHO
APPLICATION FOR CITY SPECIAL EVENT PERMIT
(REQUIRED UNDER ORDINANCE NO. 468)

Date of Application 1/12/16
License Issued to: Boundary County Parks + Rec
Business Name: Boundary County Parks + Rec
Mailing Address: P.O. Box 3044 Bonners Ferry, ID.
Physical Address: 7171 5th St. Bonners Ferry, ID.
Phone Number: 208-304-3603

Type of Event: 3on 3 Swiss Basketball Tournament

Dates of Event: July 8th - 9th

Location of Event: Downtown Main Street

Time of Event: July 8th 5:00pm - July 9th 6:00pm

By application, the applicant shall, waive, indemnify, and hold harmless the City of Bonners Ferry, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorneys' fees, arising out of the permitted activity or the conduct of applicant's operation of the event if such claim (1) is attributed to personal injury, bodily injury, disease or death, or to injury or to destruction of property, including the loss of use there from, and (2) is not caused by any gross negligent act or omission or willful misconduct of the City of Bonners Ferry or its employees acting within the scope of their employment.

The following requirements must be met:

- A. If sponsored by a local resident, entity or group, a signed copy of licensee's contract with the local sponsor.
- B. Evidence of at least one million dollars (\$1,000,000.00) combined single limit liability insurance that names the City as co-insured.
- C. A clean-up fee of one hundred dollars (\$100.00); all, some or none of which will be returned upon recommendation of the Chief of Police after his inspection of the premises after the organization has left the premises and their permit expired. The foregoing fee is subject to change from time to time by resolution of Council.

Fees and proof of insurance must be provided to the City of Bonners Ferry prior to the event.

Authorized Signature for Applicant Anne Tompkins
Printed Name Anne Tompkins
Office/Title Sports Director

Office Use:

Fee Paid _____ Date _____ Receipt No. _____

Approved By _____ Date _____

CITY OF BONNERS FERRY LICENSE/PERMIT

Date 01/19/2016

No. Special Event 2016-04

This License / Permit is granted to

Anne Tompkins
Boundary County Parks and Recreation
7171 5th Street
Bonners Ferry, ID 83805

*Permitting the licensee to carry on
The business or occupation of*

3 on 3 Swish Basketball Tournament

*Within the corporate limits of the City of Bonners Ferry, having paid the appropriate fee.
Therefore, in conformity with the provisions of the City Code of the City of Bonners Ferry, Idaho:*
Condition (if Applicable): Valid 07/08/2016 through 07/09/2016

Mayor

Clerk

City Seal

Kris Larson

From: Gregory Brands <Gregory.Brands@itd.idaho.gov>
Sent: Thursday, February 04, 2016 9:53 AM
To: Kris Larson; David Sims
Cc: Jenny Klein
Subject: RE: A018(809) AUGUSTA ST SIDEWALK, BONNERS FERRY - KN 18809 - Invoice #3 Ready for payment
Attachments: 18809 Agreement 93719 HMH Invoice 18809-03 Progress Report 3.pdf; Letter to City for payments 3.pdf

Mayor, and Kris,

Please find the enclosed Invoice # 18809-03; Progress report #3 for KN 18809; Augusta Street Sidewalks from HMH, LLC.

We have reviewed the invoice for accuracy.

If you agree, please sign on page 2 of 2 of Form 771, in the space labeled: "Second Reviewer," and pay HMH, LLC \$8,858.87.

Upon issuance of the check, please email the packet back to us with a copy of your check to HMH, LLC and we will reimburse you your portion.

If you have any questions, please feel free to contact me directly.

From: Jenny Klein
Sent: Thursday, February 04, 2016 9:40 AM
To: Gregory Brands
Subject: Please review/sign/mail to City - KN 18809 AG 93719 HMH Pmt 3
Importance: High

[18809 Agreement 93719 HMH Invoice 18809-03 Progress Report 3.pdf](#)

[Letter to City for payments 3.docx](#)



IDAHO TRANSPORTATION DEPARTMENT

600 W. Prairie Ave.
Coeur d'Alene, ID 83815-8764

(208) 772-1200
itd.idaho.gov

2/4/2016

City of Bonners Ferry
PO Box 149
Bonners Ferry, ID 83805

Dear Mayor David Sims,

Please find the enclosed Invoice # 18809-03; Progress report #3 for KN 18809; Augusta Street Sidewalks from HMH, LLC. We have reviewed the invoice for accuracy.

If you agree, please sign on page 2 of 2 of Form 771, in the space labeled: "Second Reviewer," and pay HMH, LLC \$8,858.87.

Upon issuance of the check, please email the packet back to us with a copy of your check to HMH, LLC and we will reimburse you your portion.

If you have any questions, please feel free to contact me directly.

Thank you,

G. Brands

Gregory Brands, P.E.

208-772-1274

Gregory.Brands@ITD.Idaho.gov

Jenny.klein@itd.idaho.gov



February 2, 2016 ✓

Greg Brands, PE ✓
ITD District 1
600 West Prairie Ave
Coeur d'Alene, ID 83815

RE: AUGUSTA ST SIDEWALK, BONNERS FERRY
Project A018(809); Key No. 18809


Subject: Invoice Number 18809-03

Dear Greg,

Enclosed in Invoice Number 18809-03 for professional services rendered for the above referenced project. This invoice also includes backup for the justification of the charges.

The current invoice amount is \$8,858.87. The total amount invoiced to date is \$49,312.87 (70.0%) out of the budget of \$70,454.00 including the supplemental agreement. Thank you for the opportunity to serve you on this project and if you have any questions on this subject, please contact me at 635-5825.

Sincerely,


Alex Hall
Managing Member

JK



Professional Agreement Invoice and Progress Report

ITD 0771 (Rev. 11-11)

Idaho Transportation Department

itd.idaho.gov

This page must be filled out monthly by the Consultant and forwarded to the Agreement Administrator with the monthly invoice. If necessary, attach additional sheets for continuation.

Key Number 18809 ✓	Project Number A018(809)	Project Name AUGUSTA STREET, BONNERS FERRY	Date 01/20/16
Agreement Administrator Greg Brands, PE ✓		Progress Report Number 03 ✓	Agreement Number 93719 ✓
Consultant's Name HMH Engineering, llc		Report/Billing Period (From and To) 12/21/15 - 01/15/16 ✓	
Certification of Payment Submitted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Certification Date 01/20/16 ✓	PSA Number 01 & S-1	Invoice Number 18809-03 ✓
Describe Work Accomplished During the Month (List DOH Major Activities that were in progress during this period and estimate the remaining time for each.) Task 2.1 Project Charter - template filled out Task 2.3 Materials Group - Materials Memo 17B completed Task 2.4 Roadway Group - Typical Sections 90% complete, Plan & Profile sheets have been developed, design 75% complete Task 2.5 Drainage Group - Drainage basins analyzed and drain pipes sized; initial coordination with ITD/US95 project completed Task 2.6 Utility Group - Continued coordination with City water, sewer, power Task 2.7 Public Involvement - Public hearing completed Task 2.8 Cost Estimate - Preliminary cost estimate completed			
Summarize Work Completed to Date (Milestones Completed and Dates) (List DOH Major Activities that were completed, including completion dates.) Project Charter Template and Materials Memo 17B submitted on 10/28/15; Public Hearing held on 11/18/15; Project design is at a point between preliminary and final.			
List Information Required from ITD to Avoid Delays Schedule has been delayed due to need for public hearing and new environmental evaluation. Supplemental #1 discusses schedule revisions. ITD will need to be prompt with completion of environmental evaluation to keep schedule on track.			
List Changes in Scope or Complexity that Requires a Supplemental Agreement or Time Adjustments Review of 2009 Cat-Ex document has shown it to be inadequate. A new environmental evaluation is required. A supplemental is in progress.			
Printed Name Alex Hall	Title Managing Member	Consultant's Signature 	

Professional Agreement Invoice and Progress Report

ITD 0771 (Rev. 11-11)

Idaho Transportation Department

itd.idaho.gov

Status Report **This page must be completed by the Agreement Administrator**

A completed status report must accompany all Agreement invoices recommended for payment. The requested percentage of progress measurements for this report/billing period are required.

Key Number 18809	Program Number T151650	Progress Report Number 3	Agreement Number 93719
Agreement Time 252	Time Passed	Percent of Agreement Time Elapsed %	Percent of Work Completed 69 %
Original Agreement Amount \$ 70454.00	Supplemental(s) \$ 0.00	Current Agreement Amount \$ 70,454.00	Payments (Including this Payment) \$ 49,296.13
Percent of Agreement Dollars Paid 69.96 %			
Certification of Payment Submitted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Certification Date 1/20/16	Fixed Fee This Invoice \$ 931.36	To Date \$ 4252.39
			Negotiated \$ 4854.48
If There is a Significant Variance Between the Percentages, Please Explain			
Consultant Invoice Number 18809-03		This Payment Amount \$ 8858.87	
Report Reviewed By G. Brands			Review Date 2/4/16

Consultant Performance **To Be Completed Monthly by the Agreement Administrator**

Work planned for this period was completed <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Quality of work was completed satisfactory <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Discussed performance with Consultant <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Explain		
Performance: Describe the Consultants performance during this period		

- Progress Payment:** I certify that the Agreement provisions have been reviewed, the invoice amount checked, progress is substantiated, significant material expenses have support documentation (receipts), and the costs billed are project related and represent the work accomplished. I hereby approve the progress estimate for payment.
- Final Payment:** I certify that all work under the terms of the Agreement has been satisfactorily completed, any capital assets acquired have been delivered or value received, an affidavit of indebtedness received, and the project reviewed or audited and costs verified for work performed. I hereby approve final payment under the Agreement.

Agreement Administrator's Signature G. Brands	Date 2/4/16	Second (Independent) Reviewer's Signature
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Distribution: DRI (Original) - Project File

Copy - Prime Consultant

REVIEWED

By Jenny Klein at 9:24 am, Feb 04, 2016

PROFESSIONAL SERVICES AUTHORIZATION and INVOICE SUMMARY



Consultant: **HMH, LLC**

Agreement No: 93719

Billing Ref No: 9371901

Authorization No: 1

Agreement Amounts	
Original Agreement:	\$40,454.00
Additional Services:	\$0.00
Supplementals:	\$0.00
TOTAL:	\$40,454.00

Consultant Invoice No: 18809-03

PROJECT	<u>Key Number</u>	<u>Project Number</u>	<u>Route</u>	<u>Location</u>
	18809	A018(809)	OFFSYS	AUGUSTA ST SIDEWALK, BONNERS FERRY

This document authorizes services to be performed as described below:

<u>Number</u>	<u>Description</u>	<u>Amount</u>
18809	Sidewalk Design including sub-surface storm sewer and street resurfacing.	\$40,454.00
Compensation for Services Shall not Exceed:		\$40,454.00
Which Increases the Total Authorization Amount to:		\$40,454.00

Authorization Issued (Agreement Administrator)

Authorization Accepted (Consultant)

<div style="display: flex; justify-content: space-between;"> <i>[Signature]</i> 8/7/15 </div>	<div style="display: flex; justify-content: space-between;"> <i>[Signature]</i> 8/7/15 </div>
<i>Signature:</i>	<i>Date:</i>

Authorized Amount	Previous Invoices	This Invoice	Total to Date	Balance Authorized
\$40,454.00	\$40,437.26	\$16.74	\$40,454.00	\$0.00

Payment Requested (Consultant)

Payment Recommended (Agreement Administrator)

	G. Brands
<div style="display: flex; justify-content: space-between;"> <i>[Signature]</i> 1/25/16 </div>	<div style="display: flex; justify-content: space-between;"> 2/4/16 </div>
<i>Signature:</i>	<i>Date:</i>

[Handwritten mark]

PROFESSIONAL SERVICES AUTHORIZATION and INVOICE SUMMARY



Consultant: **HMH.LLC**

Agreement No: **93719**

Agreement Amounts	
Supplemental Agreement:	\$30,000.00
Additional Services:	\$0.00
TOTAL:	\$30,000.00

Billing Ref No: **9371902**

Authorization No: **S-1**

Supplemental No: **1**

Consultant Invoice No: **18809-03**

PROJECT	Key No.	Project No.	Route	Location
	18809	A018(809)	OFFSYS	AUGUSTA ST SIDEWALK, BONNERS FERRY

This document authorizes services to be performed as described below:

Number	Description	Amount
18809	Additional Services per Scope of Work.	\$30,000.00

Compensation for Services Shall not Exceed: **\$30,000.00**

Which Increases the Total Authorization Amount to: **\$30,000.00**

Authorization of State (Agreement Administrator)

Authorization Accepted (Consultant)

[Signature]
Signature: _____ Date: **12/21/15**

[Signature]
Signature: _____ Date: **12/21/15**

Authorized Amount	Previous Invoices	This Invoice	Total to Date	Balance Authorized
\$30,000.00	\$0.00	\$8,842.13	\$8,842.13	\$21,157.87

Payment Requested (Consultant)

Payment Recommended (Agreement Administrator)

[Signature]
Signature: _____ Date: **1/25/16**

Signature: _____ Date: _____

K

CONSULTANT
PROJECT NAME
PROJECT NUMBER
KEY NUMBER

HMH Engineering, LLC.
 AUGUSTA STREET, BONNERS FERRY, IDAHO
 A018(809)
 18809

A. SUMMARY ESTIMATED MAN-DAY COSTS

	Man-Days	=	Man-Hours	@	Hrly Rate	=	Raw Labor Cost
1 Shawn Metts, PE	0.0	=		@	\$47.12	=	\$ -
2 Eric Olson, PE	2.5	=	19.8	@	\$41.00	=	\$ 811.80
3 Dan Larson, PE	3.6	=	28.7	@	\$40.00	=	\$ 1,148.00
4 Wes Miller, EIT	7.9	=	63.1	@	\$23.00	=	\$ 1,451.30
5 Doug Hansen, Staff Eng	0.6	=	4.75	@	\$22.50	=	\$ 106.88
6		=		@		=	\$ -
TOTAL RAW LABOR COST							= \$3,517.98

B. PAYROLL, FRINGE BENEFIT COSTS & OVERHEAD

Total Raw Labor Cost \$3,517.98 X Approved Overhead Rate 120.62% = \$4,243.38

C. NET FEE

Total Raw Labor & Overhead \$7,761.36 X NET FEE** 12% = \$931.36

D. FCCM

Total Raw Labor Cost \$3,517.98 X Approved FCCM Rate 0.00% = \$0.00

TOTAL LABOR \$8,692.72

E. OUT-OF-POCKET EXPENSE SUMMARY

	Miles	@	Unit Cost	=	Estimated Expense
1 * MILEAGE (miles)	29.1	@	\$ 0.575	=	\$ 16.74
2 Mailing/Postage/Printing	0	@	\$ 64.08	=	\$ 64.08
3 Printing	0	@	\$ 85.33	=	\$ 85.33
4 * MEALS (Days)	0	@	\$ 1.00	=	\$ -
TOTAL ESTIMATED EXPENSE					= \$ 166.15

F. SUBCONSULTANTS

1 =
 2 =

TOTAL = \$8,858.87

* As per the "FEDERAL PER DIEM RATES FOR IDAHO"

** Negotiated % Fee

J



HMH Engineering, LLC

1302 W. Hayden Ave.
Hayden, ID 83835

Invoice

Date	Invoice #
1/20/2016	18809-03

Bill To
ITD District 1 Office 600 West Prairic Coeur d'Alene, ID 83815

HMH Project #
D1518809 Augusta ...

Date	Staff	Bill Hours	Description	Bill Rate	Labor Cost
12/22/2015	Eric Olson, P. E.	1	Contract/Project Administration	41.00	41.00
12/22/2015	Eric Olson, P. E.	1	Design & Coordination	41.00	41.00
12/22/2015	Dan Larson, P. E.	3	Traffic Control, Erosion Control Plans	40.00	120.00
12/23/2015	Eric Olson, P. E.	1	Contract/Project Administration	41.00	41.00
12/23/2015	Eric Olson, P. E.	0.5	Design & Coordination	41.00	20.50
12/27/2015	Eric Olson, P. E.	1	Contract/Project Administration	41.00	41.00
12/29/2015	Doug Hansen	3	Review Plans So Far Per WM	22.50	67.50
12/31/2015	Dan Larson, P. E.	4	Contract & Specifications	40.00	160.00
1/4/2016	Dan Larson, P. E.	7	Contract & Specifications, Stormwater Calculations and Report	40.00	280.00
1/4/2016	Eric Olson, P. E.	0.5	Project Administration	41.00	20.50
1/4/2016	Eric Olson, P. E.	0.8	Drainage Review, Bid Docs	41.00	32.80
1/5/2016	Dan Larson, P. E.	2	Contract & Specifications, Stormwater Calculations and Report	40.00	80.00
1/5/2016	Eric Olson, P. E.	1	Project Administration	41.00	41.00
1/5/2016	Wes Miller	0.8	Project Design	23.00	18.40
1/6/2016	Dan Larson, P. E.	5	Contract & Specifications, Stormwater Calculations and Report	40.00	200.00
1/6/2016	Eric Olson, P. E.	1	Design Review	41.00	41.00
1/6/2016	Wes Miller	9.5	Project Design	23.00	218.50
1/7/2016	Wes Miller	6.5	Project Design	23.00	149.50
1/8/2016	Dan Larson, P. E.	2	Contract & Specifications, Stormwater Calculations and Report	40.00	80.00
1/8/2016	Eric Olson, P. E.	0.5	Drainage Review, Bid Docs	41.00	20.50
1/8/2016	Eric Olson, P. E.	0.7	Design Review	41.00	28.70
1/11/2016	Eric Olson, P. E.	3	Plan Review	41.00	123.00
1/11/2016	Dan Larson, P. E.	4.7	Stormwater Calculations and Report	40.00	188.00
1/11/2016	Wes Miller	8.5	Project Design	23.00	195.50
1/11/2016	Doug Hansen	1.75	Review Point File	22.50	39.38
1/12/2016	Eric Olson, P. E.	0.5	Plan Review	41.00	20.50
1/12/2016	Wes Miller	9	Project Design	23.00	207.00
1/13/2016	Eric Olson, P. E.	5.8	Plan Review	41.00	237.80
1/13/2016	Wes Miller	9.7	Project Design	23.00	223.10
1/14/2016	Wes Miller	9.8	Project Design	23.00	225.40
1/15/2016	Wes Miller	9.3	Project Design	23.00	213.90
12/16/2015			GII2 - Roll Plots	85.33	85.33
Total					





HMH Engineering, LLC

1302 W. Hayden Ave.
Hayden, ID 83835

Invoice

Date	Invoice #
1/20/2016	18809-03

Bill To
ITD District 1 Office 600 West Prairie Coeur d'Alene, ID 83815

HMH Project #
D1518809 Augusta ...

Date	Staff	Bill Hours	Description	Bill Rate	Labor Cost
12/31/2015			Stakeholder Mailing - Postage & Printing	64.08	64.08
	Reimb Group		Total Reimbursable Expenses		149.41
12/21/2015	Eric Olson, P. E.	1	Contract/Project Administration	41.00	41.00
12/21/2015	Eric Olson, P. E.	0.5	Design & Coordination	41.00	20.50
12/21/2015	Dan Larson, P. E.	1	Traffic Control, Erosion Control Plans	40.00	40.00
12/16/2015			Eric O: Mileage 11/5/15 & 11/18/15 29.1 miles	16.74	16.74
1/20/2016	Approved OH ...		110.48%	4,243.38	4,243.38
1/20/2016	Net Fee		12.0%	931.36	931.36
Total					\$8,858.87

HMH Engineering, LLC
Time by Job Detail
 December 21, 2015 through January 15, 2016

<u>Date</u>	<u>Name</u>	<u>Billing Status</u>	<u>Duration</u>
Idaho Transportation Department:D1518809 Augusta St - Bonner Ferry			
BASE:Dan Larson			
12/21/2015	Daniel W Lar...	Billed	1.00
12/22/2015	Daniel W Lar...	Billed	3.00
12/31/2015	Daniel W Lar...	Billed	4.00
01/04/2016	Daniel W Lar...	Billed	7.00
01/05/2016	Daniel W Lar...	Billed	2.00
01/06/2016	Daniel W Lar...	Billed	5.00
01/08/2016	Daniel W Lar...	Billed	2.00
01/11/2016	Daniel W Lar...	Billed	4.70
Total BASE:Dan Larson			28.70 ✓
BASE:Doug Hansen			
12/29/2015	Phillip D Han...	Billed	3.00
01/11/2016	Phillip D Han...	Billed	1.75
Total BASE:Doug Hansen			4.75 ✓
BASE:Eric Olson			
12/21/2015	Eric Olson	Billed	1.00
12/21/2015	Eric Olson	Billed	0.50
12/22/2015	Eric Olson	Billed	1.00
12/22/2015	Eric Olson	Billed	1.00
12/23/2015	Eric Olson	Billed	1.00
12/23/2015	Eric Olson	Billed	0.50
12/27/2015	Eric Olson	Billed	1.00
01/04/2016	Eric Olson	Billed	0.50
01/04/2016	Eric Olson	Billed	0.80
01/05/2016	Eric Olson	Billed	1.00
01/06/2016	Eric Olson	Billed	1.00
01/08/2016	Eric Olson	Billed	0.50
01/08/2016	Eric Olson	Billed	0.70
01/11/2016	Eric Olson	Billed	3.00
01/12/2016	Eric Olson	Billed	0.50
01/13/2016	Eric Olson	Billed	5.80
Total BASE:Eric Olson			19.80
BASE:Wes Miller			
01/05/2016	Wesley G Mil...	Billed	0.80
01/06/2016	Wesley G Mil...	Billed	9.50
01/07/2016	Wesley G Mil...	Billed	6.50
01/11/2016	Wesley G Mil...	Billed	8.50
01/12/2016	Wesley G Mil...	Billed	9.00
01/13/2016	Wesley G Mil...	Billed	9.70
01/14/2016	Wesley G Mil...	Billed	9.80
01/15/2016	Wesley G Mil...	Billed	9.30
Total BASE:Wes Miller			63.10 ✓
Total Idaho Transportation Department:D1518809 A...			116.35
TOTAL			116.35

JK

Gii2, INC.
 109 NORTH 3RD STREET
 PO BOX 1504
 SANDPOINT, ID 83864
 USA

INVOICE

Invoice Number: 154873
 Invoice Date: Nov 18, 2015
 Page: 1

Voice: 208-265-0247
 Fax: 208-265-0675

Bill To:
MERCHANT DEPOSIT

Ship to:
MERCHANT DEPOSIT

Customer ID	Customer PO	Payment Terms	
MER01	<i>Augusta St. DIS18809</i>	Net 10th of Next Month	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Customer Pickup		12/10/15

Quantity	Item	Description	Unit Price	Amount
23.00	WF-HP BOND	HP BOND PAPER - PRICED PER SQUARE FOOT	3.50	80.50
Subtotal				80.50
Sales Tax				4.83
Total Invoice Amount				85.33
Payment/Credit Applied				85.33
TOTAL				0.00

Check/Credit Memo No: 193294

K

D1518809

KIEBERT
BIO-CLEAR SYSTEMS, INC. & *Kiebert* **AGGREGATE**

PO Box 970, Ponderay, ID 83852 • 208-264-6401 • 208-290-2812 • kermittiebert@gmail.com

Account: Eric Olson PE
HMH Engineers

Invoice Date: 12/15/15

Period Covered : Nov-Dec 2015

Project: Augusta Street Sidewalks/Public Involvement

Total Due **\$ 64.08**

LaborNo Charge

K

Postage -Stakeholder Mailing \$45.00
Printing (G2- Letters/ Door Hangers) 19.08

64.08

(Receipts attached)

*Please make check payable to
Susan Kiebert*

=====
PONDERAY
296 4TH ST
PONDERAY
ID
838529998
1572750852
11/10/2015 (800)275-8777 4:46 PM
=====

Table with 3 columns: Product Description, Sale Qty, Final Price. Rows include CI/100 Spangled (Unit Price:\$49.00), Total, and Personl/Bus Check.

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YOUR OPINION COUNTS

Bill #: 840-59900223-1-982569-2
Clerk: 03

GII2, INC.

109 NORTH 3RD STREET
 PO BOX 1504
 SANDPOINT, ID 83864
 USA

Voice: 208-265-0247
 Fax: 208-265-0675

INVOICE

Invoice Number: 154821
 Invoice Date: Nov 13, 2015
 Page: 1

Bill to:
CASH SALES

Ship to:
CASH SALES

Customer ID	Customer PO	Payment Terms	
CAS01	AUGUSTA STREET IMPRV	Net 10th of Next Month	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Cust. Pickup		12/10/15

Quantity	Item	Description	Unit Price	Amount
80.00	P11-28 BW SS	8.5 X 11 28LB PAPER BLACK & WHITE SINGLE SIDED COPY	0.15	12.00
18.00	P11-CAR BW SS	8.5 X 11 CARDSTOCK (110LB) BLACK & WHITE SINGLE SIDED COPY	0.20	3.60
2.00	S-CUT CARDSTOCK	CUTTING FEE - CARDSTOCK 100 SHEETS (\$1.00 PER CUT)	1.00	2.00
54.00	S-HOLE PUNCHING	HOLE PUNCHING-FEE \$.01 CENTS PER PAGE SUSAN KIEBERT	0.01	0.54

Subtotal	18.14
Sales Tax	0.94
Total Invoice Amount	19.08
Payment/Credit Applied	19.08
TOTAL	0.00

Check/Credit Memo No: 1

5

Mileage Log
 HMH Engineering, LLC.

D1518809

Name: Eric Olson

Date: 12/14/2015

Authorized: _____

Date	Origin	Destination	Odometer Reading		Distance	Billable		Project #	Purpose of trip
			Start	End		y/n			
11/2/2015	HMH	City of Ponderay	93,568	93,656	88	N		M13001GEN Ponderay General Services	Office Visit
11/5/2015	HMH	Bonnors Ferry	93,726	93,870	144	Y		D1518809 Augusta Street, Bonnors Ferry	Site Meeting
11/9/2015	HMH	Spokane Airport Forest Lake at Mullan Trail	93,949	94,021	72	N		31.205-43 Professional & Technical Activities	IACERS/AHD Conference
11/13/2015	HMH		94,261	94,284	23	N		D15027 Monarch Septic Systems	Site Visit
11/16/2015	HMH	Active West/CDA ITD+Bonnors Ferry	94,333	94,347	14	N		D14009 AW Davidson Project	Project Meeting
11/18/2015	HMH		94,448	94,596	148	Y		D1518809 Augusta Street, Bonnors Ferry	Open House
11/23/2015	HMH	Sandpoint	94,676	94,758	82	N		31.205-43 Professional & Technical Activities	BCATT
11/23/2015	HMH	Morbecks/CDA	94,758	94,772	14	N		D15006 Morbeck SDP	Initial Site Inspection
11/30/2015	HMH	Grimms/Hayden	94,920	94,935	15	N		D15002 Grimm Septic System	Inspection
12/1/2015	HMH	Active West/CDA	94,972	94,986	14	N		D14009 AW Davidson Project	Project Meeting
12/7/2015	HMH	Sandpoint	687	768	81	N		31.205-43 Professional & Technical Activities	2/200 Corridor Planning
12/8/2015	HMH	Sandpoint	785	873	88	N		31.205-43 Professional & Technical Activities	2/200 Corridor Planning
12/9/2015	HMH	Sandpoint	888	970	81	N		31.205-43 Professional & Technical Activities	2/200 Corridor Planning
12/10/2015	HMH	Sandpoint	989	1,070	81	N		31.205-43 Professional & Technical Activities	2/200 Corridor Planning

TOTAL DIRECT 5020 292.00
 TOTAL INDIRECT 6110 653.00
 Per Mile Reimbursement \$0.575
 Reimbursement to Employee 5020 \$ 167.90 ✓
 Reimbursement to Employee 6110 \$ 375.48 ✓

292 miles
 (262.9 miles) Unbillable
 ✓ 29.1 miles x \$0.575 = \$16.74

Handwritten initials/signature

MEMO

CITY OF BONNERS FERRY
Admin/Engineering

Date: February 16, 2016
To: City Council
From: Mike Klaus
Subject: **Moyie Powerplant Unit 2 Repair - Change Order**

The attached change order from Riverside Inc includes refurbishing some Babbitt bearings on the generator rotor shaft. After disassembly, it was discovered the clearance is too great at two locations on the generator rotor shaft and the bearings and needs to be refurbished. Some additional painting was also requested that brings the total change order cost to \$9,220.00. I recommend moving forward with these additional tasks.

Please call me with any questions you may have.

Thanks,



Mike



P.O. Box 720 Parma, Idaho 83660
Office 208.722.6731 Fax 208.722.6736
Email riverside@rsicorp.net

2/10/2016

To: Mike Klaus

Project: CITY OF BONNERS FERRY- MOYIE POWERPLANT UNIT 2
REPAIR.

As per our conversation, we are recommending the repairs of:

1. Alternate A-Refurbish thrust bearing (This bearing has .140" clearance) Standard is .115"
2. Alternate B-Refurbish guide bearing 1 (This bearing has .017" total clearance)
3. Alternate C-Refurbish guide bearing 2 (This bearing has .018" total clearance)

The industry standard is .009"-.012" total clearance on radial.

We are also recommending to refurbish both the Babbitt bearings on the generator rotor shaft.

1. Alternate H-Additional shop time. 45hrs each @\$85.00
90 total hrs. \$7650.00 Total for both bearings.

Drive end bearing has .015" total clearance. Opposite drive end bearing has .013" total clearance.

The industry standard is .006”-.008” total clearance.

2. Alternate H-Additional shop time. 12hrs @ \$85.00 to balance rotor. Total \$1,020.00
3. Alternate H-Additional shop time. Paint extra parts per the city request on Jan. 15 2016. 4hrs @ \$85.00 plus material \$215.00 Total \$550.00

Please let me know if you have any questions.

Sincerely,

Jonathan Kauer
Machine Shop Manager
Riverside Inc.
Office 208.722.6731
Fax 208.722.6736
Cell 208.577.7087
jon@rsicorp.net
www.rsicorp.net

MEMO

CITY OF BONNERS FERRY
Admin/Engineering

Date: February 16, 2016
To: City Council
From: Mike Klaus
Subject: **Golf Course Irrigation Computer**

At the last Golf Committee meeting we discussed the need for a new computer to operate the Toro irrigation system. The current operating system on the computer is quite old, outdated (it may be Windows 95), and difficult to operate. I recommend moving forward with a new computer for this function as quoted for \$6,000. This price includes 1 year of Toro NSN Support. The Golf Committee would like to get an extend service plan, but I was unable to get a revised quote for that service before this Council meeting.

Please call me with any questions you may have.

Thanks,



Mike

QUOTATION
2-778643.1

Page 1



Equipment Distributors Inc.

Shipped from
Spokane,

SEATTLE MAIN OFFICE • 20224 80th Ave. S., Kent, WA 98032 (253) 872-8856 FAX (253) 872-6942
 2. SPOKANE • E. 2824 Garland, Spokane, WA 99207 (509) 483-8665 FAX (509) 483-7563

ORDER DATE 05-26-15

SOLD TO: CITY OF BONNERS FERRY
 "MIRROR LAKE GOLF COURSE"
 PO BOX 149
 BONNERS FERRY, ID 83805

SHIP TO: CITY OF BONNERS FERRY
 MIRROR LAKE GOLF COURSE
 5686 MAIN ST
 BONNERS FERRY, ID 83805

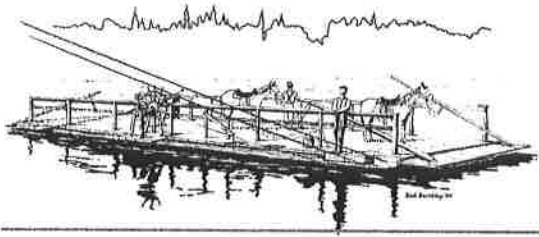
FREIGHT TERMS		SHIP VIA United Parcel Service		PAYMENT TERMS Net 10th Prox		SHIP DATE	
CUSTOMER NO. 55638-1		CUSTOMER ORDER NO RALPH		ENTERED BY Jeff Zicha		PHONE 208-267-3105	
LN#	BIN	ITEM/DESCRIPTION	QTY ORDER	QTY PICK	QTY B/O	UNIT PRICE U/M	EXTENDED PRICE
<p>SPECIAL NOTES: include pwp catalog</p>							
1		5 * LX-00-1-11 * Lynx SE, OSMAC, Basic, 1 Year NSN	1	1	0	6,000.00 EA	6,000.00
Sub-total							6,000.00
Total number of lines: 1							

This quotation is valid for 30 days, expiring on 06-25-15. Please call Jeff Zicha with any questions, phone# 509 483-8665. Thank you.

Total: 6,000.00

printed 06:58AM 02-12-16

Check goods on arrival. Errors and shortages must be reported within 72 hours from receipt of goods. The purchase invoice must accompany all returned merchandise. We will not accept the return of any merchandise without our permission.
 ** TRADE DISCOUNTS, IF APPLICABLE, ARE INCLUDED IN THE NET PRICE. NO TERMS DISCOUNT ALLOWED ON FREIGHT CHARGES **



CITY OF BONNERS FERRY

7232 Main Street
P.O. Box 149
Bonners Ferry, Idaho 83805
Phone: 208-267-3105 Fax: 208-267-4375

Date: 2/9/2016
To: Mike Klaus, City Administrator
From: Adrian Dice, Superintendent of Water and Sewer, City of Bonners Ferry
Re: Letter of Resignation

This letter is to inform you of my decision to resign from my position as Superintendent of the Water and Sewer Dept. for the City of Bonners Ferry, as of February 9, 2016. I love this city, and have really enjoyed my time working here. However, at this point in time, I cannot see how I can move the department forward in a positive manner, or achieve my goals. Therefore I am not comfortable continuing on in this position.

Thank you,

Adrian Dice

City of Bonners Ferry, Superintendent of the Water and Sewer Dept.
1-208-315-0627 adriankdice@yahoo.com

CITY OF BONNERS FERRY ELECTRIC FUND

MONTHLY FINANCIAL AND OPERATING REPORT

REPORT FOR THE MONTH OF: **December, 2015**

	ENERGY SALES		DOLLARS		KWH SOLD		# of Cust.
	This Month	Year to Date	This Month	Year to Date	This Month	Year to Date	
1 Residential & Farm	\$184,984	\$440,213			2,761,864	6,208,832	1,980
2 Residential Seasonal							
3 Commercial - small (50 KVA or less)	\$48,937	\$126,724			730,737	1,843,528	458
4 Commercial - large (over 50 KVA)	\$88,898	\$252,099			1,453,038	4,033,043	181
5 Industrial	\$83,229	\$230,391			1,535,687	4,289,261	12
6 Irrigation and/or drainage pumping	\$2,334	\$7,079			26,584	91,061	8
7 Public Street Lighting	\$2,438	\$7,314					3
8 Interdepartmental	\$4,340	\$12,350			60,724	172,960	28
9 Self Consumed	\$278	\$672			3,565	7,865	4
10							
11							
12 Total (1 thru 11)	\$415,438	\$1,076,842			6,572,199	16,646,550	2,674
INCOME STATEMENT							
OTHER REVENUES							
13 Pole Use							
14 Connects	\$705	\$1,635					
15 Conservation							
16 Misc. Electric Revenue	\$13	\$6,388					
17 Total Misc. Revenue (13 thru 15)	\$718	\$8,023					
18 Total Operating Revenue (12 + 16)	\$416,156	\$1,084,865					
OPERATING EXPENSES							
19 Generation	\$19,078	\$51,666					
20 Power Purchases - BPA	\$204,907	\$392,318					
21 Power Purchases - Other							
22 Maintenance - General Property	\$4,211	\$9,957					
23 Conservation	\$80	\$609					
24 Customer's Svc & Record	\$5,400	\$10,269					
25 Total Ops & Treatment Expense							
26 Administrative and General	\$40,426	\$146,950					
27 Transmission	\$672	\$2,323					
28 Distribution	\$43,388	\$105,714					
29 Rolling Equipment	\$3,070	\$7,674					
30 Total Operating Expenses(19 thru 29)	\$321,232	\$727,480					
1. Total operating Revenue (line 18)							
2. Operating revenue deductions:							
3. Total operating expenses (line 30)							
4. Depreciation							
5. Amortization							
6. Taxes (transfer to General Fund)							
7. Tax equivalents (interest to General Fund)							
8. Total operating revenue deductions(3 thru 7)							
9. Operating Income (1 minus 8)							
OTHER INCOME							
10. Interest							
11. Misc. Non-operating revenue (net)							
13. Gross Income (9 + 12)							
14. Interest on long term debt							
15. Interest on investment of municipality							
16. BPA Revenues							
17. BPA Expenditures							
18. Miscellaneous income deductions							
19. Total Income deductions (14 thru 18)							
20. Net Income (13 minus 19)							

CITY OF BONNERS FERRY ELECTRIC FUND

MONTHLY FINANCIAL AND OPERATING REPORT

REPORT FOR THE MONTH OF: *January, 2016*

	ENERGY SALES		DOLLARS		KWH SOLD		# of Cust. This Month
	This Month	Year to Date	This Month	Year to Date	This Month	Year to Date	
1 Residential & Farm	\$228,258	\$668,471			3,403,717	9,612,549	1,973
2 Residential Seasonal							
3 Commercial - small (50 KVA or less)	\$57,075	\$183,799			872,318	2,715,846	458
4 Commercial - large (over 50 KVA)	\$94,885	\$346,984			1,592,921	5,625,964	180
5 Industrial	\$90,167	\$320,557			1,722,130	6,011,391	12
6 Irrigation and/or drainage pumping	\$2,618	\$9,698			29,079	120,140	8
7 Public Street Lighting	\$2,438	\$9,752					3
8 Interdepartmental	\$4,766	\$17,116			67,184	240,144	28
9 Self Consumed	\$273	\$945			3,663	11,528	3
10							
11							
12 Total (1 thru 11)	\$480,480	\$1,557,322			7,691,012	24,337,562	2,665
INCOME STATEMENT							
OTHER REVENUES							
13 Pole Use	\$1,750	\$1,750					
14 Connects	\$860	\$2,495					
15 Conservation							
16 Misc. Electric Revenue	(\$25)	\$6,363					
17 Total Misc. Revenue (13 thru 15)	\$2,585	\$10,608					
18 Total Operating Revenue (12 + 16)	\$483,065	\$1,567,930					
OPERATING EXPENSES							
19 Generation	\$16,398	\$68,065					
20 Power Purchases - BPA	\$203,153	\$595,471					
21 Power Purchases - Other							
22 Maintenance - General Property	\$9,076	\$19,033					
23 Conservation	\$3,977	\$4,586					
24 Customer's Svc & Record	\$4,725	\$14,994					
25 Total Ops & Treatment Expense							
26 Administrative and General	\$49,125	\$196,075					
27 Transmission	\$200	\$200					
28 Distribution	\$30,775	\$138,812					
29 Rolling Equipment	\$2,993	\$10,666					
30 Total Operating Expenses(19 thru 29)	\$320,422	\$1,047,902					
1. Total operating Revenue (line 18)							
2. Operating revenue deductions:							
3. Total operating expenses (line 30)							
4. Depreciation							
5. Amortization							
6. Taxes (transfer to General Fund)							
7. Tax equivalents (interest to General Fund)							
8. Total operating revenue deductions(3 thru 7)							
9. Operating Income (1 minus 8)							
OTHER INCOME							
10. Interest							
11. Misc. Non-operating revenue (net)							
13. Gross Income (9 + 12)							
14. Interest on long term debt							
15. Interest on investment of municipality							
16. BPA Revenues							
17. BPA Expenditures							
18. Miscellaneous income deductions							
19. Total Income deductions (14 thru 18)							
20. Net Income (13 minus 19)							
				This Month	Year to Date	This Month	Year to Date
				\$483,065	\$1,567,930	\$483,065	\$1,567,930
				\$320,422	\$1,047,902	\$320,422	\$1,047,902
				\$49,115	\$160,940	\$49,115	\$160,940
				\$24,153	\$78,396	\$24,153	\$78,396
				\$2,105	\$10,300	\$2,105	\$10,300
				\$395,795	\$1,297,538	\$395,795	\$1,297,538
				\$87,270	\$270,392	\$87,270	\$270,392
				\$2,122	\$10,349	\$2,122	\$10,349
				\$30	\$2,356	\$30	\$2,356
				\$2,152	\$12,705	\$2,152	\$12,705
				\$89,422	\$283,097	\$89,422	\$283,097
				\$2,603	\$10,412	\$2,603	\$10,412
				\$2,603	\$10,412	\$2,603	\$10,412
				\$86,819	\$272,685	\$86,819	\$272,685

**CITY OF BONNERS FERRY WATER FUND
MONTHLY FINANCIAL AND OPERATING REPORT**

REPORT FOR THE MONTH OF: *December, 2015*

	SALES	DOLLARS		Cubic Feet Sold		# of Cust.
		This Month	Year to Date	This Month	Year to Date	
1	Residential	\$47,496	\$148,121	528,778	2,144,613	1,082
2	Commercial - small	\$18,074	\$60,024	258,333	1,085,599	212
3	Commercial - large	\$10,459	\$34,746	202,151	791,603	80
4	Interdepartmental	\$209	\$1,067	19	13,858	5
5	Wholesale					
6	Industrial	\$321	\$964			2
7	Pumping & Drainage	\$72	\$216			1
8	Total (1 thru 7)	\$76,631	\$245,138	989,281	4,035,673	1,382
INCOME STATEMENT						
OTHER REVENUES						
9	Bulk Water Sales	(\$179)	\$0			
10	Coin Op Sales	\$179	\$179		\$76,661	\$245,497
11	Misc. Water Revenue				\$65,222	\$148,062
13	Connect Fees	\$30	\$180			
14	Grant Revenue					
15	Total Misc. Revenue (9 thru 14)	\$30	\$359			
16	Total Operating Revenue (8 + 15)	\$76,661	\$245,497			
OPERATING EXPENSES						
17	Source of Supply	\$195	\$812			
18	Pumping	\$1,202	(\$6,072)			
19	Treatment	\$13,853	\$42,420			
20	Transmission	\$133	\$532		\$115	\$323
21	Distribution	\$8,079	\$19,377			
22	Line Operation/Maintenance	\$1,926	\$6,316		\$115	\$323
23	Meter Maintenance/Reading	\$20,297	\$21,265		(\$20,779)	(\$17)
24	Structure Maintenance	\$738	\$3,131			
25	Customer Service					
26	Customer Accounting	\$1,681	\$3,408		\$788	\$788
27	Rolling Equipment	\$1,845	\$7,238			
28	General & Administrative	\$14,207	\$46,817			
29	Conservation					
30	General Property Maintenance	\$1,066	\$2,818			
31	Total Operating Expenses(17 thru 28)	\$65,222	\$148,062		\$788	\$788
	18. Net Income (13 minus 17)				(\$21,567)	(\$805)

CITY OF BONNERS FERRY WATER FUND

MONTHLY FINANCIAL AND OPERATING REPORT

REPORT FOR THE MONTH OF: *January, 2016*

	DOLLARS		Cubic Feet Sold		# of Cust.
	This Month	Year to Date	This Month	Year to Date	
SALES					
1 Residential	\$50,398	\$198,519	622,292	2,766,905	1,079
2 Commercial - small	\$17,147	\$77,171	241,856	1,327,455	205
3 Commercial - large	\$13,920	\$48,667	263,097	1,054,700	88
4 Interdepartmental	\$357	\$1,424	5,072	18,930	6
5 Wholesale					
6 Industrial	\$341	\$1,305			2
7 Pumping & Drainage	\$76	\$293			1
8 Total (1 thru 7)	\$82,239	\$327,379	1,132,317	5,167,990	1,381
INCOME STATEMENT					
OTHER REVENUES					
9 Bulk Water Sales		\$0			
10 Coin Op Sales	\$196	\$375		\$85,454	\$330,953
11 Misc. Water Revenue				\$46,603	\$194,663
13 Connect Fees	\$3,019	\$3,199			
14 Grant Revenue					
15 Total Misc. Revenue (9 thru 14)	\$3,215	\$3,574			
16 Total Operating Revenue (8 + 15)	\$85,454	\$330,953			
OPERATING EXPENSES					
17 Source of Supply	\$352	\$1,164			
18 Pumping	\$3,400	(\$2,672)			
19 Treatment	\$13,567	\$55,986			
20 Transmission	\$140	\$672		\$120	\$443
21 Distribution	\$5,334	\$24,711		\$226	\$226
22 Line Operation/Maintenance	\$2,704	\$9,019		\$346	\$669
23 Meter Maintenance/Reading	\$1,119	\$22,384		\$5,744	\$5,732
24 Structure Maintenance	\$600	\$3,731			
25 Customer Service					
26 Customer Accounting	\$1,650	\$5,058			\$788
27 Rolling Equipment	\$2,596	\$9,834			
28 General & Administrative	\$15,141	\$61,958			
29 Conservation					
30 General Property Maintenance		\$2,818			
31 Total Operating Expenses(17 thru 28)	\$46,603	\$194,663		\$0	\$788
18. Net Income (13 minus 17)				\$5,744	\$4,944

CITY OF BONNERS FERRY SEWER FUND

MONTHLY FINANCIAL AND OPERATING REPORT

REPORT FOR THE MONTH OF: **December, 2015**

	DOLLARS		Cubic Feet Sold		# of Cust. This Month
	This Month	Year to Date	This Month	Year to Date	
SALES					
1 Residential	\$24,610	\$73,765			1,001
2 Commercial - small	\$13,828	\$41,437			199
3 Commercial - large	\$7,724	\$23,221			68
4 Interdepartmental	\$22	\$65			1
5 Wholesale					
6 Industrial	\$43	\$130			2
7 Pumping & Drainage					
8					
9 Total (1 thru 7)	\$46,227	\$138,618	0	0	1,271
INCOME STATEMENT					
OTHER REVENUES					
10 Junk or Salvage Sold					
11 Flusher Truck Rental					
12 Misc. Sewer Revenue					
13 Connect Fees		\$30			
14 Grant Revenue					
15 Total Misc. Revenue (10 thru 14)	\$0	\$30			
16 Total Operating Revenue (9 + 15)	\$46,227	\$138,648			
OPERATING EXPENSES					
17 Pumping & Lift	\$2,448	\$5,146			
18 Treatment	\$5,331	\$16,713			
19 Dredging	\$18,534	\$22,183			
20 Transmission		\$0			
21 Distribution	\$2,137	\$3,730			
22 Collection	\$0	\$0			
23 Operation Lines	\$467	\$2,606			
24 Maintenance of Lines	\$486	\$486			
25 Structure Maintenance					
26 Customer Service					
27 Customer Accounting	\$165	\$285			
28 Rolling Equipment	\$920	\$2,361			
29 General & Administrative	\$5,420	\$21,429			
30 General Property Maintenance		\$919			
31 Total Operating Expenses(17 thru 30)	\$35,908	\$75,858			
1. Total operating Revenue (line 15)				\$46,227	\$138,648
2. Operating revenue deductions:					
3. Total operating expenses (line 28)				\$35,908	\$75,858
4. Depreciation				\$5,825	\$17,475
5. Amortization				\$2,311	\$6,933
6. Taxes (General Fund Transfer)				\$44,044	\$100,266
7. Tax equivalents (Interest to General Fund)				\$2,183	\$38,382
8. Total operating revenue deductions(3 thru 7)					
9. Operating Income (1 minus 8)					
OTHER INCOME					
10. Interest				\$231	\$663
11. Misc. Non-operating revenue (net)				\$231	\$663
12. Total other income (10 + 11)				\$2,414	\$39,045
13. Gross Income (9 + 12)					
14. Interest on long term debt					
15. Interest on investment of municipality					
16. Miscellaneous income deductions					
17. Total Income deductions (14 thru 16)				\$0	\$0
18. Net Income (13 minus 17)				\$2,414	\$39,045

CITY OF BONNERS FERRY SEWER FUND

MONTHLY FINANCIAL AND OPERATING REPORT

REPORT FOR THE MONTH OF: *January, 2016*

	SALES	DOLLARS		Cubic Feet Sold		# of Cust. This Month
		This Month	Year to Date	This Month	Year to Date	
1	Residential	\$27,819	\$101,584			999
2	Commercial - small	\$16,419	\$57,856			201
3	Commercial - large	\$9,128	\$32,349			67
4	Interdepartmental	\$26	\$91			1
5	Wholesale					
6	Industrial	\$51	\$181			2
7	Pumping & Drainage					
8						
9	Total (1 thru 7)	\$53,443	\$192,061	0	0	1,270
INCOME STATEMENT						
OTHER REVENUES						
10	Junk or Salvage Sold					
11	Flusher Truck Rental					
12	Misc. Sewer Revenue					
13	Connect Fees	\$864	\$894			
14	Grant Revenue					
15	Total Misc. Revenue (10 thru 14)	\$864	\$894			
16	Total Operating Revenue (9 + 15)	\$54,307	\$192,955			
OPERATING EXPENSES						
17	Pumping & Lift	\$2,151	\$7,297			
18	Treatment	\$14,412	\$31,125			
19	Dredging		\$22,183			
20	Transmission	\$110	\$110			
21	Distribution	\$2,828	\$6,558			
22	Collection	\$0	\$0			
23	Operation Lines	\$1,162	\$3,767			
24	Maintenance of Lines	\$7	\$493			
25	Structure Maintenance	\$30	\$30			
26	Customer Service					
27	Customer Accounting	\$124	\$409			
28	Rolling Equipment	\$2,689	\$5,050			
29	General & Administrative	\$6,025	\$27,455			
30	General Property Maintenance		\$919			
31	Total Operating Expenses(17 thru 30)	\$29,538	\$105,396			\$0
						\$56,014
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Trusted stewards of Idaho's resources,
from main street to mountain top.

OPEN HOUSE

TWO LOCATIONS

PEND OREILLE SUPERVISORY AREA

TUESDAY, FEB 23-PEND OREILLE FOREST PROTECTIVE DISTRICT
SANDPOINT 208-263-5104

THURSDAY, FEB 25-KOOTENAI VALLEY FOREST PROTECTIVE DISTRICT
BONNERS FERRY 208-267-5577

IDAHO DEPARTMENT OF LANDS OPEN HOUSE

Sandpoint Office - Tuesday, February 23, 4-6 PM
Bonners Ferry Office - Thursday, February 25, 4-6 PM

- Meet and talk with staff
- Learn about programs

Forest Management, Fire Management, Forest Legacy, Navigable Waters, Forest Stewardship and Log Scaling staff will showcase their tools of the trade and answer questions.

Presentation schedule, join one or join them all:

- 4:00 pm - Welcome and Introductions
 - 4:15-4:30 pm- Forestry Assistance
 - 4:30-4:55 pm - Navigable Waters
 - 5:10-5:25 pm - Endowment Management
 - 5:35 - 5:50 pm - Forest Assessment – what is this on your tax bill?
- *Refreshments will be served.

Office Locations:

Pend Oreille Forest Protective District
2550 Hwy 2 W
Sandpoint, ID 83864
208-263-5104

Kootenai Valley Forest Protective District
6327 Main
Bonners Ferry, ID 83805
208-267-5577

Kootenai Valley



Pend Oreille



Kris Larson

From: Leon Duce <lduce@idahocities.org>
Sent: Wednesday, February 10, 2016 1:03 PM
To: Kris Larson
Subject: AIC Webinar: 6 Personnel Management Lessons for City Leaders, February 24, 2016

AIC Webinar
February 24, 2016
10:00 am Mountain Time (9:00 am Pacific Time)
6 Personnel Management Lessons for City Leaders

Carl Ericson, ICRMP Risk Management Legal Counsel, and Mary Kummer, ICRMP Member Services Manager, will provide tips and techniques regarding hiring, supervising, harassment, discipline, retaliation/discrimination, and termination. Perfect for newly elected officials and supervisors. Great refresher for all others!

Discover how to keep your city out of trouble with sound and legal HR actions. Valuable information that will help you reduce the risks related to personnel management in your city.

To attend the webinar go to imeet.com/idahocities/leon

On this page you will have two options:

1. Open in iMeet app - This link will require downloading and installing a program on your computer.
2. Join using the browser - This option will take you directly to the meeting without a download and install process.

You will be asked to enter your name and your email address then you can join the meeting. It will take a minute to load but you will be asked to enter your phone number. You can enter your phone number and the service will call you. If you want to call in directly to the webinar you can click the "Dial In" link and you will receive a phone number to call and a passcode.

We look forward to seeing you at the webinar.

Leon Duce

If you wish to stop receiving email from us, you can simply remove yourself by visiting:
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Association of Idaho Cities
3100 S. Vista Ave. Suite 310
Boise, ID 83705