

## 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. Special accommodations to see, hear, or participate in the public meeting should be made at City Hall within two days of the public meeting.

### 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. We are a city that welcomes all people.

**AGENDA**  
**CITY COUNCIL MEETING**  
**Bonners Ferry City Hall**  
**7232 Main Street**  
**267-3105**  
**April 18, 2023**  
**6:00 pm**

Join video Zoom meeting: <https://us02web.zoom.us/j/176727634>

Meeting ID: 176727634

Join by phone: 253-215-8782

### PLEDGE OF ALLEGIANCE

### PUBLIC COMMENTS

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

### GUESTS

Ben Apo with the VFW, Matt Morgan from the Eagles 3522, Scott Cameron, American Legion Commander, and Mike Spurgeon with the Disabled American Veterans to deliver donated funds to the Memorial Park flag replacement fund.

### REPORTS

Police/Fire/City Administrator/City Engineer/Urban Renewal District/SPOT/Golf/EDC

### CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of minutes from the April 4, 2023, meeting
4. Approve purchase of safe for clerks' office to replace existing safe
5. **PUBLIC HEARING: PLANNING** – [Attachment] **File #AM19-23 - The City of Bonners Ferry Comprehensive Plan and Future Land Use Map Amendment:** The City of Bonners Ferry will hear the repeal and replacement of its current comprehensive plan and future land use map with a new plan and map. The proposed plan contains the components required by Idaho Code 67-6508, including analysis of current conditions, services, land uses, trends, the city's desired goals and objectives, and a map indicating suitable projected land uses within the city. The Bonners Ferry Planning and Zoning Commission recommended to City Council approval of the plan and map at its March 1, 2023, public hearing.

## **NEW BUSINESS**

6. **PLANNING AND ZONING – {Action Item}** Consider Approval or Denial of **File #AM19-23** - The City of Bonners Ferry Comprehensive Plan and Future Land Use Map Amendment.
7. **PLANNING AND ZONING {Action Item}** [attachment] – Consider adopting resolution 2023-010, a resolution of the city council of Bonners Ferry, providing for the adoption of a new comprehensive plan and future land use map in compliance with the provisions of Idaho Code §67-6508 and the procedures of Idaho Code §67-6509, providing for the repeal of all previous comprehensive plan and future land use maps and providing for an effective date.
8. **CITY {Action Item}** [attachment] - Consider special meeting with Board of County Commissioners for regional discussions on April 24, 2023 at 6:00 pm at the Boundary County Fairgrounds, Memorial Hall.
9. **CITY {Action Item}** [attachment] - Consider September 5, 2023, for budget hearing for FY 2023/2024, and authorize notice to the County Clerk pursuant to Idaho Code 63-802A.
10. **ELECTRIC {Action Item}** [attachment] -Consider requesting a scope and fee proposal from HDR for dam relicensing services.
11. **SEWER {Action Item}** [attachment] -Consider approval of water and sewer main extension plans for Hazel Street.
12. **WATER {Action Item}** [attachment] -Consider approval of Contract with H2E to migrate programming at water treatment plant.
13. **WATER {Action Item}** [attachment] Consider approval of software upgrades for water treatment plant.

## **ADJOURNMENT**

**INFORMATION:** Draft Golf Committee Minutes, Draft P/Z Minutes

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## **ADJOURNMENT**

**INFORMATION:** Draft Golf Committee Minutes, Draft P/Z Minutes



**MINUTES OF THE  
CITY COUNCIL MEETING  
Bonners Ferry City Hall  
April 4, 2023  
6:00 pm**

Mayor Dick Staples called the Council meeting of April 4, 2023, to order at 6:00 pm. He began the meeting with the pledge of allegiance.

Present for the meeting were: Council Members Brion Poston, Valerie Thompson, Ron Smith and Rick Alonzo.

Also present were City Administrator Lisa Ailport, Police Chief Brian Zimmerman and Clerk Treasurer Deby Garcia. City Attorney Andrakay Pluid attended via Zoom.

Members of the public present included: Gerry Higgs, David Sims, Emily Bonsant, Fay Almond, John Delaney, Kathy Walk and David Clark.

**PUBLIC COMMENTS**

No members of the public chose to speak.

**REPORTS**

City Administrator, Lisa Ailport noted that there were two changes to the agenda. She first noted that the minutes under the consent agenda should be corrected from March 7, 2023, to March 21, 2023. Next under item 9 references the wrong ordinance number and should be Ordinance 606, not 607 as provided in the published agenda. She apologized for the clerical error.

Lisa also noted that in regard to the memo she sent out, they are working on filling the city openings. This causes challenges in wages. She challenged the council to work with staff over the coming months as they approach the budget workshop meetings. Wages are fresh on everyone's mind as the cost of inflation continues to rise almost daily.

Lastly, Lisa noted that the city is working through website updates as well as the annual sewer study amendments as well as other title 10 amendments. Dick asked if there were any questions for Lisa and none were presented.

Urban Renewal – Urban renewal stated that they have a meeting on April 17<sup>th</sup> so they will provide an update at the next meeting.

Ron Smith was not able to attend the last council meeting and he wanted it noted in the minutes that he supported the decision to make Deby Garcia the new Clerk/Treasurer.

Economic Development Director- David Sims commented about the port of entry at Porthill extending their hours from 7:00 am - 5:00 pm to 7:00 am - 7:00 pm. These new hours are in place for a three-month trial, and they will watch to see how the public responds to the new hours. The delegation is continuing to work to make it later than that. The Canadian side has gone back to 7:00 am - 11:00 pm on their side. The ports have stated that their decreased hours have been based on staffing issues and low demand.

Department of Commerce – David Sims stated that the Broadband Idaho Department of Commerce is releasing their capital project grant program application any day. It will have a tight turnaround for return of the applications. There are two providers in Boundary County who are planning on submitting applications. Requests for letters of support may be coming in. The application requires letters of support from local government agencies.

David also mentioned that he has been working with the Federal Highway Administration on the FLAP program costs. Based on conversation with the program leaders it sounds like the costs have doubled since application selection. Right now they are looking to see if there is grant funding available and then they will come back to the city. If things go well, they are talking about construction in 2025. Dick asked about when the project started. David responded that the first application was in 2017 and was approved in 2019.

David continued with some census data numbers on population growth throughout the county. He noted that Idaho had an overall growth rate from 2020 to 2022 of 5.15% but Boundary County had the highest growth rate in the state of 9.65%. From 2021-2022 we had the highest growth rate in the state as well a growth rate of 5.6%. Statewide, growth seems to have slowed down with a growth rate of only 1.8% from 2021-2022.

The last item that David covered was relating to the Moyie sewer project. It started out as a regional system that might include the city of Bonners Ferry, Moyie and the 3-Mile area. It eventually just became a Moyie project to fix their sewer system. That project has been on-going for at least five years. They are now finally going out to bid with construction starting this fall or next spring.

**CONSENT AGENDA – {action item}**

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of minutes from the March 21, 2023, meeting.

Val Thompson made a motion to approve the consent agenda along with the clerical fix of the minutes from March 7 to March 21.

Rick Alonzo seconded the motion.

<b>Result:</b>	Approve
<b>Moved by:</b>	Val Thompson
<b>Seconded by</b>	Rick Alonzo
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
<b>Voted No</b>	
<b>Absent</b>	

**NEW BUSINESS**

4. **City-** Consider contract with Tyler Technologies for tutoring assistance on Enterprise Resource Planning software [attachment] {Action Item}

City Administrator, Lisa Ailport explained that Tyler Technologies is the collaborative software used for accounting, account billing and interface software used with the public. When the former clerk brought the proposal to council, she presented certain modules and left other modules out of the proposal. She was still using the Black Mountain software for the accounts receivable portion of accounting.

Lisa stated that because of this, incomes that have come in are not being documented in the current Tyler software. This realization came about when staff was looking for an invoice that should have been sent out in 2021 and they found it could not be located. The Black Mountain software could still possibly do the invoicing, but it is not integrating with the current Tyler software. Because of this, a lot of staff time was spent looking into the old software for information. Lisa stated that Tyler was asked to provide a quote to do the accounts receivable module. The proposal was presented to the council.

Tyler software also provided a quote to do Tyler tutoring. Lisa explained that when the transition took place from Black Mountain software to Tyler software, the former clerk completed the training and tutoring that was provided during the transition and no other employees received that training. Lisa shared that we are at the point where we are exhausting our monthly contract with Tyler Technologies to assist.

Currently, Lisa is requesting training for the office staff and consultants in the hopes of creating a team atmosphere and having redundancy built in. In order to do the training, the staff would need to reduce their time with the public in order to do training with Tyler. This training will be an additional cost of \$6,250.00 for 40 hours of training.

Mayor Staples explained there will be a yearly recurring fee of \$4,437.00 for the accounts receivable module and a one-time cost of \$1,990.00 for the project management set up fee.

Lisa explained that a proposal will be submitted to Tyler with our training needs and that the city consultant, Leonard Schulte, will also be invited to attend the training that will benefit him like bank reconciliations. Lisa and Mike Klaus will also attend the training.

Val Thompson made a motion to approve the accounts receivable module with Tyler Technologies with a total cost of \$6,427.00 including a monthly cost of \$4,437.00 and a one-time fee of \$1,990.00.

The motion was seconded by Brion Poston.

<b>Result:</b>	Approve
<b>Moved by:</b>	Val Thompson
<b>Seconded by</b>	Brion Poston
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
<b>Voted No</b>	
<b>Absent</b>	

Val Thompson made a motion to approve the Tyler Technology training with a fee of \$6,250.00.

Brion Poston seconded the motion.

<b>Result:</b>	Approve
<b>Moved by:</b>	Val Thompson
<b>Seconded by</b>	Brion Poston
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
<b>Voted No</b>	
<b>Absent</b>	

5. **City-** Consider Contract with Farmers Market for 2023 Season [attachment] {Action Item}.

City Administrator, Lisa Ailport stated that the city has been working with the farmer's market. The farmer's market is growing, which is a great thing for our community. It operates every Saturday from the end of April through the first of October. They are seeing an increase in vendor requests, so they are in need of more space.

Lisa presented a contract that included their expansion request for seven additional spaces. They were commandeering one of the ADA spaces, but they are also requesting the ADA staging space. The requested leased area is shown in the contract.

The second change would be the charge for service. The current charge is \$500.00 and was an assumed cost for an outlet that is used for entertainment. The cost also includes our staff putting up and taking down their banners at the beginning and end of the season because it requires the use of a bucket truck.

The farmer's market board has opted to go with a metered electrical service that their vendors can also use. They will pay the monthly base rate and kilowatt per hour rate.

Lisa proposed that with the economic benefit that the farmer's market provides the downtown area, the council remove the \$500.00 yearly fee and replace it with the metered electrical service. The city would continue to put up and take down the banners.

Mayor Staples asked if the city would be installing the meter. Lisa replied that the city will install the meter, but the farmer's market will pay the cost of approximately \$1500.00.

Lisa explained that a contract is still necessary because they will need to continue to submit yearly insurance information.

Ron Smith made a motion to sign the farmer's market contract expanding the space with seven more parking spaces and removing the yearly \$500.00 fee in exchange for a metered service.

The motion was seconded by Rick Alonzo.

<b>Result:</b>	Approve
<b>Moved by:</b>	Ron Smith
<b>Seconded by</b>	Rick Alonzo
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
<b>Voted No</b>	
<b>Absent</b>	

6. **Water/Sewer-** Consider wages of Water and Sewer Department [attachment] {Action Item}.

City Administrator, Lisa Ailport explained that a lateral move within the city created a vacancy in the water/sewer department and that another water/sewer employee will be retiring around the first of May. This has created two positions in the water/sewer department. To attract good talent, the city needs to review their rates in these new hirings and in all departments across the board. Lisa presented an analysis that she has put together in preparing to advertise for these two positions.

Lisa presented the breakdown of water/sewers base rate and an explanation of the four categories where the employees can get raises based on the certifications required to operate our facilities. These certifications include water distribution, water treatment, sewer treatment and sewer collections. The city is required to have level two certifications in all areas except for sewer treatment which requires a level one.

Lisa explained that when looking at the median pay range for water and wastewater operators for the US bureau of statistics, in May of 2021, the median wage was \$25.12 across the country. From May of 2021 to today, the inflation rate has increased by 12%. To keep up with inflation, the mean pay would be closer to \$28.00 today.

Lisa recommended bringing the base wage up \$3.00 an hour to stay within the median wage range. She explained how just hiring the new employees at a higher rate devalues the current employees if their wages are not brought up as well. Lisa explained our need to bring in quality employees and how a competitive wage ties into that while also explaining her empathy for the current budget situation.

Lisa explained that an operator in training would have a starting range of \$19.00 to \$25.00 per hour based on their certification and experience at hiring time. The Level 1, Level 2 and Level 3 certifications would come on at a higher rate based on their total certifications.

Brion Poston asked for clarification on whether these raises would affect the general fund. Lisa confirmed that these raises would not affect the general fund. Lisa explained that the water utility fund is receiving back to it \$120,000.00 of the funds that were being used in the general fund transfer.

Ron Smith expressed his concerns over all the departments being underpaid and how to address one department and not the others.

Rick Alonzo agreed with Ron Smith's concerns but stated that during his time with the city police, he explained to his co-workers how enterprise funds work differently than the general fund. He also shared his concerns about good employees being able to start at a fast-food restaurant for the same pay as a starting city employee.

Lisa explained her concerns on whether to advertise the two water department openings at the current beginning rate or at a higher approved rate and the quality of employees these rates will draw.

Val Thompson recommended that the council focus on the water department at this time since it has current hiring needs. She expressed the responsibility of our water/sewer employees to provide safe drinking water for our city residents.

Rick Alonzo stated that he thought the higher proposed rate would draw a better employee pool for the positions that need to be advertised.

Lisa explained that the level of water certifications required goes up based on population and on the complexity of the water system.

Brion Poston shared that the council should consider the fact that the city provided room for advancement where a fast-food job did not. He agreed that the starting wage needs to be raised but asked if it need to be a \$3.00 an hour raise.

Lisa explained how being competitive with wages keeps people from leaving our facility to go to work for another water or sewer system.

Mayor Staples questioned what the time frame is between certifications and John Delaney stated that it's two years. He also shared that he had just passed his Level 3 water treatment certification. He also explained that it takes about six years to get all certifications.

Mayor Staples confirmed that there are two positions in the water department that need to be advertised and asked Lisa for her recommendation on a hiring wage. Lisa recommended that an operator in training receive \$19.00-\$25.00 per hour, a Level 1 operator receive \$20.50-\$26.50 per hour and a Level 2 operator receive \$21.00-\$28.00 per hour and a Level 3 operator receive \$21.50-\$28.50 per hour.

Brion stated that he was in favor of the water department raises but still had concerns about the other departments. Lisa repeated her promise to meet with the council members individually over the next several months to hear their concerns and discuss each department.

Mayor Staples made a proposal to table this agenda item for further discussion.

Val Thompson shared her concern over giving the water/sewer department enough time to hire and train new employees if the discussion is tabled.

Brion expressed that the general fund needs to be in order before any other departments can be discussed and shared his belief that the vote for the water/sewer department should move forward.

Brian Zimmerman shared that as a general fund employee, he is fine with the council moving forward on raises for other departments.

Ron Smith shared his concerns that the street department and the police will feel forgotten but was previously assured by Lisa that the discussions would continue concerning all departments.

Val made a motion to increase the rate of the employees in the water and sewer department and to increase the rates of pay by \$3.00 per hour.

The motion was seconded by Ron Smith.

<b>Result:</b>	Approve
<b>Moved by:</b>	Val Thompson
<b>Seconded by</b>	Ron Smith
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo,
<b>Voted No</b>	Ron Smith
<b>Absent</b>	

- 7. **Planning and Zoning-** Consider Resolution 2023-008 to amend the comprehensive plan pursuant to file ZC02-21 from Residential to Commercial. [attachment] {Action Item}.

City Administrator, Lisa Allport shared that the actions coming before council are made as the result of a previous file that already came before council for decision and that decision was to approve contingent upon an agreement being entered into with the applicants. Once they complete the terms, the zoning ordinance and resolution components will be completed. Resolution affects the comprehensive plan and ordinances affect the zoning map. In these two cases, there is a file that affects both. These will affect the current map.

Lisa assured the council the agreements entered with the applicants have been fulfilled. The first agreement is with the hospital, who is leasing some property from the owners of the Northside Bed and Breakfast that fronts on Highway 95. They want to put up a reader board sign. This is conditional zoning and something the city hasn't done before, but allowed within Idaho Code.

In order to make eligible to them the zoning district that they are seeking, the council must vote to change the comprehensive plan. The first vote will be the comprehensive plan resolution. Next will be the ordinance and the ordinance publication and the council needs to look at suspending the rules and adopting the ordinance if council seeks to impose the three reading rule.

Rick Alonzo moved to approve resolution 2023-008 to amend the comprehensive plan pursuant to file ZC02-21 from Residential to Commercial which is located within the city of Bonners Ferry, Idaho.

Ron Smith seconded the motion.

<b>Result:</b>	Approve
<b>Moved by:</b>	Rick Alonzo
<b>Seconded by</b>	Ron Smith
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
<b>Voted No</b>	
<b>Absent</b>	

8. **Planning and Zoning-** Have first reading, by title only, for Ordinance #606 to amend the Official Zoning Map of the City of Bonners Ferry, Idaho to rezone lands from Residential A to Commercial for properties along Comanche street, adjacent to U.S. Highway 95 and 6497 Comanche Street. These properties are also associated with file ZC02-21. [attachment] {Action Item}.

Lisa Ailport reiterated that this is a request to pass the ordinance to amend the zoning map from Residential A to Commercial.

Rick Alonzo moved to have first reading, by title only, for Ordinance #606 to amend the Official Zoning Map of the City of Bonners Ferry, Idaho to rezone lands from Residential A to Commercial for properties along Comanche street, adjacent to U.S. Highway 95 and 6497 Comanche Street. These properties are also associated with file ZC02-21.

Val Thompson seconded the motion.

<b>Result:</b>	Approve
<b>Moved by:</b>	Rick Alonzo
<b>Seconded by</b>	Val Thompson
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
<b>Voted No</b>	
<b>Absent</b>	

9. **Planning and Zoning-** Consider dispensing with the rules and adopting Ordinance #606 and authorizing the publication of the Ordinance summary to the Herald in compliance with I.C. 50-901 {Action Item}.

Val Thompson moved to dispense with the rules and adopt Ordinance #606 and authorizing the publication of the Ordinance summary to the Herald in compliance with I.C. 50-901.

Ron Smith seconded the motion.

<b>Result:</b>	Approve
<b>Moved by:</b>	Val Thompson
<b>Seconded by</b>	Ron Smith
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
<b>Voted No</b>	
<b>Absent</b>	

10. **Planning and Zoning-** Consider Resolution 2023-009 to amend the comprehensive plan pursuant to file ZC03-22 from Residential to Commercial [attachment] {Action Item}.

City Administrator, Lisa Ailport explained that this property is off Augusta Street just north of Boundary Tractor. This was an application that came before Planning and Zoning and the council. The applicant had to complete the conditions of the zone change request before the request was brought forth.

Brion Poston moved to approve Resolution 2023-009 to amend the comprehensive plan pursuant to file ZC03-22 from Residential to Commercial.

Val Thompson seconded the motion.

<b>Result:</b>	Approve
<b>Moved by:</b>	Brion Poston
<b>Seconded by</b>	Val Thompson
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
<b>Voted No</b>	
<b>Absent</b>	

11. **Planning and Zoning-** Have first reading, by title only, for Ordinance #607 to amend the Official Zoning Map of the City of Bonners Ferry, Idaho to rezone lands from Residential B to Commercial for properties along Augusta Street. These properties are also associated with file ZC03-22 [attachment] {Action Item}.

Val Thompson made a motion to have first reading, by title only, for Ordinance #607 to amend the Official Zoning Map of the City of Bonners Ferry, Idaho to rezone lands from Residential B to Commercial for properties along Augusta Street. These properties are also associated with file ZC03-22.

Rick Alonzo seconded the motion.

<b>Result:</b>	Approve
<b>Moved by:</b>	Val Thompson
<b>Seconded by</b>	Rick Alonzo
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
<b>Voted No</b>	
<b>Absent</b>	

12. **Planning and Zoning-** Consider dispensing with the rules and adopting Ordinance #607 and authorizing the publication of the Ordinance summary to the Herald in compliance with I.C. 50-901 {Action Item}.

Val Thompson made a motion to Consider dispensing with the rules and adopting Ordinance #607 and authorizing the publication of the Ordinance summary to the Herald in compliance with I.C. 50-901.

Brion Poston seconded the motion.

<b>Result:</b>	Approve
<b>Moved by:</b>	Val Thompson
<b>Seconded by</b>	Brion Poston
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
<b>Voted No</b>	
<b>Absent</b>	



13. **City-** Authorize expenditure for mailers and flyers for mailing local option tax information to voters {Action Item}.

City Administrator, Lisa Ailport explained that she has been working with David Sims to get some rough numbers together and a vendor willing to mail within the city limits informational materials that go through local option informational facts. The cost to do this will be approximately \$1,500.00. The plan is to get this information out to the public by the end of April so that the public has time to ask questions.

David Sims shared that the publication would be on a 6 x 9 cardstock postcard and Selkirk Press would be able to do the printing and the mailing.

Lisa gave credit to Fay Almond for putting together the informational material currently going out to the public.

Dave Sims shared that the mailer would be sent to residents within the city and not businesses or government agencies. This will include between 1100-1200 houses.

Rick Alonzo made a motion to approve the expenditure of up to \$1,500 dollars for sending a mailer out to city voters.

Ron Smith seconded the motion.

<b>Result:</b>	Approve
<b>Moved by:</b>	Rick Alonzo
<b>Seconded by</b>	Ron Smith
<b>Voted Yes</b>	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
<b>Voted No</b>	
<b>Absent</b>	

After conducting the business of the city, the Mayor noted the meeting was over. The time reflected was 7:13 pm.

I presided over this meeting and can confirm that the above minutes reflect the actual events as summarized and approved by the Council of the April 4<sup>th</sup>, 2023, meeting.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Approval Date



# MEMO

CITY OF BONNERS FERRY  
OFFICE OF THE CITY ADMINISTRATOR

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**TO:** Mayor and City Council  
**FROM:** Lisa Ailport, City Administrator *LMA*  
**DATE:** April 12, 2023  
**RE:** Admin Update

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## FY 2023 Budget Update

Below is a summary of where we sit on general fund at the end of March. This is only considering expenses and revenue for the year.

Expenses: **\$ 975,912.32**

Income: **\$ 795,577.00**

As of right now our revenue sharing appears to be down from where it has been in the past. I am working directly with the Clerk to determine why. By next Tuesday, we may have better answers.

## Eileen Road Property Split

The City has received approval of the application for the ±13.5 acres of land off Eileen Road. The approval is valid for up to two years and the conveyance documents must be recorded prior to expiration of approval in April of 2025. However, prior to recording the conveyance documents, a condition of approval is that a record of survey must be filed prior to conveying the land.

## Water and Sewer Positions

The water and sewer positions are posted with the Department of Labor as well as on Indeed. The postings are also shown on the city webpage.

## Mailer

A final version of the mailer is included. We will order 1,500 of them and about 1,200 of them will be mailed to property owners. The remainder will be at city hall for anyone who wishes to pick some up and hand them out.

Please let me know if you have any questions.

## 2022/2023 budget year

Expenses	2023 Budget	12/1/2022	1/31/2023	2/28/2023	3/31/2023
General Govnt	\$ 256,441.27	\$ 52,736.95	\$ 82,979.94	\$ 134,522.43	\$ 152,952.21
Police	\$ 781,987.00	\$ 159,870.48	\$ 235,656.70	\$ 295,763.79	\$ 361,448.42
Fire	\$ 298,677.00	\$ 47,630.15	\$ 65,611.34	\$ 88,107.13	\$ 102,722.53
Animal Control	\$ 12,021.00	\$ 1,878.94	\$ 2,902.46	\$ 3,841.93	\$ 4,922.30
Streets	\$ 619,802.00	\$ 90,843.15	\$ 142,160.35	\$ 181,276.06	\$ 211,955.37
Visitor Center	\$ 27,140.00	\$ 4,167.75	\$ 7,181.44	\$ 10,155.35	\$ 12,433.68
Parks	\$ 54,245.00	\$ 9,167.28	\$ 20,089.59	\$ 22,527.55	\$ 23,779.95
Pool	\$ 79,006.00	\$ 3,538.70	\$ 5,192.10	\$ 6,446.43	\$ 7,149.49
Golf	\$ 152,376.00	\$ 27,014.83	\$ 33,244.90	\$ 39,577.14	\$ 44,863.63
EDC	\$ 70,326.00	\$ 14,385.84	\$ 28,663.61	\$ 33,822.75	\$ 38,793.32
Slough	\$ 20,199.00	\$ -	\$ -	\$ -	\$ -
Vehicle Maintenance & Shop maint.	\$ -	\$ 307.27	\$ 5,220.87	\$ 11,787.32	\$ 14,891.42
<b>Grand Total</b>	<b>\$ 2,372,220.27</b>	<b>\$ 411,541.34</b>	<b>\$ 628,903.30</b>	<b>\$ 827,827.88</b>	<b>\$ 975,912.32</b>

**Difference** \$ (180,335.32)

Income	Budget	Recvd				
Property Tax	\$ 742,274.00	\$ 1,368.03	\$ 433,250.41	\$ 433,250.41	\$ 436,530.73	
Intergovernmental	\$ 891,000.00	\$ -	\$ 100,410.23	\$ 130,417.23	\$ 130,417.23	
Charges for service	\$ 22,000.00	\$ 4,330.05	\$ 6,011.69	\$ 7,996.49	\$ 7,996.49	
Licenses	\$ 46,800.00	\$ -	\$ 14,083.23	\$ 14,083.23	\$ 18,445.67	
Court Fines	\$ 40,000.00	\$ 7,467.13	\$ 10,197.73	\$ 10,197.73	\$ 12,686.68	
Agency Support	\$ 96,826.00	\$ 16,486.58	\$ 33,284.14	\$ 36,284.14	\$ 36,284.14	
Recreation charges						
Pool	\$ 18,500.00	\$ -	\$ -	\$ -	\$ -	
Golf	\$ 177,523.00	\$ 25,061.08	\$ 26,858.85	\$ 28,130.62	\$ 30,104.39	
Misc., Franchise etc.	\$ 79,037.00	\$ 8,246.13	\$ 25,035.58	\$ 26,601.63	\$ 107,673.09	
Other	\$ 10,900.00	\$ 13,936.80	\$ 15,789.80	\$ 13,188.58	\$ 15,438.58	
Interest	\$ 86,235.00	\$ -	\$ -	\$ -	\$ -	
<b>Total Income</b>	<b>\$ 2,211,095.00</b>	<b>\$ 76,895.80</b>	<b>\$ 664,921.66</b>	<b>\$ 700,150.06</b>	<b>\$ 795,577.00</b>	

Overall Difference

# REVENUE

ACCOUNT	TYPE	2023 BUDGET		12/1/2022		1/30/2023		2/28/2023		3/31/2023	
1000-311000	Total Levied Taxes	\$	719,685.00	\$	1,056.32	\$	422,571.56	\$	422,571.56	\$	425,630.17
1000-311100	Ag Equipment Tax Replacement	\$	447.00	\$	111.75	\$	111.75	\$	111.75	\$	111.75
1000-311101	Personal Property Tax Replacement	\$	16,142.00	\$	-	\$	9,677.40	\$	9,677.40	\$	9,677.40
1000-312000	P & I on Taxes	\$	6,000.00	\$	199.96	\$	889.70	\$	889.70	\$	1,111.41
1000-314100	Electricity tax	\$	-	\$	-	\$	-	\$	-	\$	-
<b>Subtotal</b>		<b>\$</b>	<b>742,274.00</b>	<b>\$</b>	<b>1,368.03</b>	<b>\$</b>	<b>433,250.41</b>	<b>\$</b>	<b>433,250.41</b>	<b>\$</b>	<b>436,530.73</b>
Intergovernmental											
	State Liquor	\$	135,000.00	\$	-	\$	-	\$	30,007.00	\$	30,007.00
	State Sales Tax Revenue Sharing	\$	250,000.00	\$	-	\$	68,617.41	\$	68,617.41	\$	68,617.41
	State Highway User Tax	\$	125,000.00	\$	-	\$	31,792.82	\$	31,792.82	\$	31,792.82
	General Fund Transfer	\$	381,000.00	\$	-	\$	-	\$	-	\$	-
	State Reinvestment										
<b>Subtotal</b>		<b>\$</b>	<b>891,000.00</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>100,410.23</b>	<b>\$</b>	<b>130,417.23</b>	<b>\$</b>	<b>130,417.23</b>
Charges for service											
	Building Permits	\$	20,000.00	\$	4,180.05	\$	5,611.69	\$	7,596.49	\$	7,596.49
	P&Z subdivision Fees	\$	-	\$	-	\$	-	\$	-	\$	-
	P&Z Fees	\$	2,000.00	\$	150.00	\$	400.00	\$	400.00	\$	400.00
<b>Subtotal</b>		<b>\$</b>	<b>22,000.00</b>	<b>\$</b>	<b>4,330.05</b>	<b>\$</b>	<b>6,011.69</b>	<b>\$</b>	<b>7,996.49</b>	<b>\$</b>	<b>7,996.49</b>
Licenses and Fines											
	Dog License	\$	1,800.00	\$	-	\$	876.00	\$	876.00	\$	948.00
	ITD Traffic Safety Grant	\$	10,000.00	\$	-	\$	7,207.23	\$	7,207.23	\$	11,497.67
	D.A.R.E.	\$	35,000.00	\$	-	\$	6,000.00	\$	6,000.00	\$	6,000.00
	Court Fines	\$	40,000.00	\$	7,467.13	\$	10,197.73	\$	10,197.73	\$	12,686.68
<b>Subtotal</b>		<b>\$</b>	<b>86,800.00</b>	<b>\$</b>	<b>7,467.13</b>	<b>\$</b>	<b>24,280.96</b>	<b>\$</b>	<b>24,280.96</b>	<b>\$</b>	<b>31,132.35</b>
Agency Support											
	Economic Development Coordinator	\$	70,326.00	\$	16,486.58	\$	33,284.14	\$	33,284.14	\$	33,284.14
	URA-Donation to City	\$	26,000.00	\$	-	\$	-	\$	-	\$	-
	Lease - URA Document Storage	\$	500.00	\$	-	\$	-	\$	-	\$	-
	URA - Administrative services								3,000.00		3,000.00
<b>Subtotal</b>		<b>\$</b>	<b>96,826.00</b>	<b>\$</b>	<b>16,486.58</b>	<b>\$</b>	<b>33,284.14</b>	<b>\$</b>	<b>36,284.14</b>	<b>\$</b>	<b>36,284.14</b>
Recreation charges											
	Swim Lesson Fees	\$	18,000.00	\$	-	\$	-	\$	-	\$	-
	Swimming Pool Fees	\$	500.00	\$	-	\$	-	\$	-	\$	-
	Golf Green Fees	\$	87,550.00	\$	14,128.31	\$	14,128.31	\$	14,128.31	\$	14,128.31
	Golf Season Tickets	\$	70,000.00	\$	934.77	\$	1,388.54	\$	1,842.31	\$	2,296.08
	Cart Path Fees	\$	500.00	\$	234.00	\$	234.00	\$	234.00	\$	526.00
	Cart Shed Leases	\$	13,568.00	\$	9,764.00	\$	11,108.00	\$	11,926.00	\$	13,154.00

# REVENUE

ACCOUNT	TYPE	2023 BUDGET	12/1/2022	1/30/2023	2/28/2023	3/31/2023
	Clubhouse Rental	\$ 5,905.00	\$ -	\$ -	\$ -	
<b>Subtotal</b>		<b>\$ 196,023.00</b>	<b>\$ 25,061.08</b>	<b>\$ 26,858.85</b>	<b>\$ 28,130.62</b>	<b>\$ 30,104.39</b>
Misc., Franchise etc.						
	Avista Franchise	\$ 25,000.00	\$ -	\$ 12,795.17	\$ 12,795.17	\$ 12,795.17
	Cable Franchise	\$ 2,800.00	\$ 625.22	\$ 625.22	\$ 1,214.59	\$ 1,214.59
	Joint Pole Use Agreement	\$ 17,954.00	\$ -	\$ -	\$ -	\$ -
	Tribal Fire Protection Contract	\$ 20,304.00	\$ 5,537.49	\$ 7,383.32	\$ 7,383.32	\$ 7,383.32
	Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ 80,000.00
	Lease - Cell Tower Ground	\$ 11,879.00	\$ 1,983.42	\$ 3,966.84	\$ 4,958.55	\$ 5,980.01
	Lease - Selkirk Loop	\$ 600.00	\$ 100.00	\$ 265.03	\$ 250.00	\$ 300.00
	Lease - Farmers Market	\$ 500.00	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 79,037.00</b>	<b>\$ 8,246.13</b>	<b>\$ 25,035.58</b>	<b>\$ 26,601.63</b>	<b>\$ 107,673.09</b>
Other						
	Arbor Day Grant	\$ 300.00	\$ -	\$ -	\$ -	\$ -
	Alcohol Beverage Licenses	\$ 6,200.00	\$ 5,300.00	\$ 5,325.00	\$ 5,325.00	\$ 5,325.00
	Business Licenses	\$ 2,700.00	\$ 3,025.00	\$ 4,575.00	\$ 4,900.00	\$ 5,125.00
	Special Event Fees	\$ 1,000.00	\$ 235.00	\$ 470.00	\$ 470.00	\$ 705.00
	Sign Permits	\$ -	\$ -	\$ -	\$ -	\$ -
	Misc Operating Revenue	\$ -	\$ 4,013.00	\$ 4,018.00	\$ 1,021.78	\$ 2,671.78
	Junk or Salvage Sold	\$ -	\$ 1,211.80	\$ 1,211.80	\$ 1,211.80	\$ 1,211.80
	Visitor Center Rental	\$ 500.00	\$ 35.00	\$ 70.00	\$ 140.00	\$ 280.00
	Donations	\$ 100.00	\$ 5.00	\$ 8.00	\$ 8.00	\$ 8.00
	Donations - Visitor's Center	\$ 100.00	\$ 112.00	\$ 112.00	\$ 112.00	\$ 112.00
<b>Subtotal</b>		<b>\$ 10,900.00</b>	<b>\$ 13,936.80</b>	<b>\$ 15,789.80</b>	<b>\$ 13,188.58</b>	<b>\$ 15,438.58</b>
Interest						
	Interest on Investments	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -
	Interest on Electric Investment	\$ 52,000.00	\$ -	\$ -	\$ -	\$ -
	Return on Investment	\$ 31,235.00	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 86,235.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Carryover						
<b>Grand Total</b>		<b>\$ 2,211,095.00</b>	<b>\$ 76,895.80</b>	<b>\$ 664,921.66</b>	<b>\$ 700,150.06</b>	<b>\$ 795,577.00</b>

# GENERAL GOVERNMENT

ACCOUNT	TYPE	2023 BUDGET		12/1/2022	1/31/2023	2/28/2023	3/31/2023
1000-410000-100	Wages Only	\$ 24,500.00	\$	6,910.08	\$ 11,369.45	\$ 13,765.27	\$ 16,211.83
1000-410000-101	Overtime Wages	\$ -	\$	16.12	\$ 37.94	\$ 56.50	\$ 101.49
1000-410000-130	Compensated Leave	\$ 8,500.00	\$	499.43	\$ 1,744.59	\$ 1,802.59	\$ 1,875.08
1000-410000-140	Employer Contributions	\$ 2,200.00	\$	523.34	\$ 953.87	\$ 1,136.98	\$ 1,326.68
1000-410000-150	Retirement	\$ 3,200.00	\$	886.90	\$ 1,406.98	\$ 1,702.20	\$ 2,008.37
1000-410000-160	Work Comp	\$ 140.00	\$	135.00	\$ 135.00	\$ 135.00	\$ 135.00
1000-410000-170	Health and Life Insurance	\$ 8,233.27	\$	1,989.79	\$ 2,599.90	\$ 3,157.05	\$ 3,738.94
1000-410000-200	Supplies & Other	\$ 1,830.00	\$	505.64	\$ 1,024.91	\$ 1,250.28	\$ 1,440.31
1000-410000-231	Gas, Oil, Diesel Fuel, Grease, etc.	\$ 84.00	\$	8.21	\$ 8.21	\$ 8.21	\$ 8.21
1000-410000-300	Purchased Services	\$ 30,400.00	\$	469.13	\$ 716.97	\$ 5,495.92	\$ 5,798.71
1000-410000-330	Subscriptions and dues	\$ 1,016.00	\$	40.86	\$ 428.20	\$ 455.70	\$ 455.70
1000-410000-340	Utility Services	\$ 136.00	\$	-	\$ -	\$ -	\$ -
1000-410000-350	Travel and Training Expenses	\$ 730.00	\$	-	\$ 99.63	\$ 212.62	\$ 215.02
1000-410000-500	General Insurance	\$ 3,600.00	\$	1,995.42	\$ 1,995.42	\$ 3,990.85	\$ 3,990.85
1000-410000-730	Grants/Donations to Other Institutions	\$ 10,000.00	\$	-	\$ -	\$ 10,000.00	\$ 10,000.00
<b>Subtotal</b>		<b>\$ 94,569.27</b>	<b>\$</b>	<b>13,979.92</b>	<b>\$ 22,521.07</b>	<b>\$ 43,169.17</b>	<b>\$ 47,306.19</b>
Contingency							
1000-410000-999	Contingency	<b>\$ 527,796.00</b>	<b>\$</b>	-			
<b>WIP</b>							
1000-410560-100	Wages Only	\$ -	\$	13,958.24	\$ 20,567.84	\$ 25,874.24	\$ 30,496.64
1000-410560-130	Compensated Leave		\$	157.44	\$ 157.44	\$ 157.44	\$ 157.44
1000-410560-140	Employer Contributions		\$	1,029.41	\$ 1,518.79	\$ 1,908.47	\$ 2,245.83
1000-410560-150	Retirement		\$	1,685.41	\$ 2,474.60	\$ 3,108.19	\$ 3,660.10
1000-410560-170	Health and Life Insurance		\$	5,907.29	\$ 7,829.85	\$ 9,752.41	\$ 11,674.97
1000-410560-200	Supplies & Other		\$	2,462.88	\$ 2,587.00	\$ 2,587.87	\$ 2,587.87
1000-410560-300	Purchased Services		\$	1,658.98	\$ 3,800.74	\$ 5,058.74	\$ 6,926.74
1000-410560-340	Utility Services		\$	213.05	\$ 466.38	\$ 678.86	\$ 720.69
1000-410560-900	Capital Outlay		\$	-	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ -</b>	<b>\$</b>	<b>27,072.70</b>	<b>\$ 39,402.64</b>	<b>\$ 49,126.22</b>	<b>\$ 58,470.28</b>
Council							
1000-411000-100	Wages Only	\$ 3,600.00	\$	830.88	\$ 1,246.32	\$ 1,523.28	\$ 1,800.24
1000-411000-140	Employer Contributions	\$ 235.00	\$	34.02	\$ 55.96	\$ 67.30	\$ 78.64
1000-411000-150	Retirement	\$ 225.00	\$	49.56	\$ 74.34	\$ 90.86	\$ 107.38
1000-411000-160	Work Comp	\$ 40.00	\$	29.20	\$ 29.20	\$ 29.20	\$ 29.20

# GENERAL GOVERNMENT

ACCOUNT	TYPE	2023 BUDGET		12/1/2022	1/31/2023	2/28/2023	3/31/2023
1000-411000-170	Health and Life Insurance	\$ 17,962.00	\$	3,500.46	\$ 4,667.28	\$ 5,834.10	\$ 7,000.92
1000-411000-200	Supplies & Other	\$ 105.00	\$	190.89	\$ 219.47	\$ 846.44	\$ 846.44
1000-411000-330	Subscriptions & Dues	\$ 150.00	\$	-	\$ -	\$ -	\$ -
1000-411000-350	Travel and Training Expenses	\$ 310.00	\$	-	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 22,627.00</b>	<b>\$</b>	<b>4,635.01</b>	<b>\$ 6,292.57</b>	<b>\$ 8,391.18</b>	<b>\$ 9,862.82</b>
Executive							
1000-413000-100	Wages Only	\$ 1,800.00	\$	415.38	\$ 623.07	\$ 761.53	\$ 899.99
1000-413000-140	Employer Contributions	\$ 139.00	\$	31.80	\$ 47.70	\$ 58.30	\$ 68.90
1000-413000-150	Retirement	\$ 223.00	\$	49.62	\$ 74.43	\$ 90.97	\$ 107.51
1000-413000-170	Health and Life Insurance	\$ -	\$	4.08	\$ 5.44	\$ 6.80	\$ 8.16
1000-413000-200	Supplies & Other	\$ -	\$	-	\$ -	\$ -	\$ -
1000-413000-350	Travel and Training Expenses	\$ 1,000.00	\$	-	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 3,162.00</b>	<b>\$</b>	<b>500.88</b>	<b>\$ 750.64</b>	<b>\$ 917.60</b>	<b>\$ 1,084.56</b>
Clerk/Treasurer							
1000-414000-100	Wages Only	\$ 6,947.00	\$	-	\$ -	\$ -	\$ -
1000-414000-130	Compensated Leave	\$ 5,344.00	\$	-	\$ -	\$ -	\$ -
1000-414000-140	Employer Contributions	\$ 1,637.00	\$	-	\$ -	\$ -	\$ -
1000-414000-150	Retirement	\$ 500.00	\$	-	\$ -	\$ -	\$ -
1000-414000-160	Work Comp	\$ 75.00	\$	40.00	\$ 40.00	\$ 40.00	\$ 40.00
1000-414000-170	Health and Life Insurance	\$ 745.00	\$	-	\$ -	\$ -	\$ -
1000-414000-200	Supplies & Other	\$ -	\$	-	\$ -	\$ -	\$ -
1000-414000-300	Purchased services	\$ 3,640.00	\$	-	\$ -	\$ -	\$ -
1000-414000-350	Travel and Training Expenses	\$ 1,200.00	\$	-	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 20,088.00</b>	<b>\$</b>	<b>40.00</b>	<b>\$ 40.00</b>	<b>\$ 40.00</b>	<b>\$ 40.00</b>
Legal							
1000-416000-100	Wages Only	\$ 14,280.00	\$	1,647.72	\$ 1,922.34	\$ 1,922.34	\$ 1,922.34
1000-416000-140	Employer Contributions	\$ 1,300.00	\$	126.06	\$ 147.07	\$ 147.07	\$ 147.07
1000-416000-150	Retirement	\$ 1,700.00	\$	196.74	\$ 229.53	\$ 229.53	\$ 229.53
1000-416000-170	Health and Life Insurance	\$ 4,816.00	\$	(68.92)	\$ (68.92)	\$ (68.92)	\$ (68.92)
1000-416000-200	Supplies & Other	\$ 206.00	\$	72.82	\$ 72.82	\$ 72.82	\$ 72.82
1000-416000-300	Purchased Services	\$ 1,300.00	\$	-	\$ -	\$ -	\$ 211.59
1000-416000-330	Subscriptions & Dues	\$ 1,000.00	\$	414.88	\$ 741.47	\$ 1,015.56	\$ 1,015.56
1000-416000-340	Utility Services	\$ 772.00	\$	107.94	\$ 161.03	\$ 215.22	\$ 268.95
1000-416000-350	Travel and Training Expenses	\$ 721.00	\$	-	\$ -	\$ -	\$ -



# GENERAL GOVERNMENT

ACCOUNT	TYPE	2023 BUDGET		12/1/2022	1/31/2023	2/28/2023	3/31/2023
<b>Subtotal</b>		<b>\$ 26,095.00</b>	<b>\$</b>	<b>2,497.24</b>	<b>\$ 3,205.34</b>	<b>\$ 3,533.62</b>	<b>\$ 3,798.94</b>
Planning and Zoning							
1000-417000-200	Supplies & Other	\$ -	\$	\$ -	\$ -	\$ -	\$ 55.98
1000-417000-300	Purchased Services	\$ 72,000.00	\$	\$ 5,884.30	\$ 12,726.20	\$ 27,865.87	\$ 31,034.13
1000-417000-330	Subscriptions & Dues	\$ 500.00	\$	\$ 336.00	\$ 336.00	\$ 586.00	\$ 586.00
1000-417000-350	Travel and Training Expenses		\$	\$ 272.72	\$ 272.72	\$ 272.72	\$ 272.72
<b>Subtotal</b>		<b>\$ 72,500.00</b>	<b>\$</b>	<b>6,493.02</b>	<b>\$ 13,334.92</b>	<b>\$ 28,724.59</b>	<b>\$ 31,948.83</b>
Building Official							
1000-417500-100	Wages Only	\$ -	\$	\$ -	\$ -	\$ -	\$ -
1000-417500-300	Purchased Services	\$ 20,000.00	\$	\$ 1,086.85	\$ 1,095.85	\$ 5,464.93	\$ 5,954.93
<b>Subtotal</b>		<b>\$ 20,000.00</b>	<b>\$</b>	<b>1,086.85</b>	<b>\$ 1,095.85</b>	<b>\$ 5,464.93</b>	<b>\$ 5,954.93</b>
Building and Structure							
1000-419000-100	Wages Only	\$ 1,539.00	\$	\$ -	\$ -	\$ -	\$ -
1000-419000-140	Employer Contributions	\$ 113.00	\$	\$ -	\$ -	\$ -	\$ -
1000-419000-150	Retirement	\$ 206.00	\$	\$ -	\$ -	\$ -	\$ -
1000-419000-170	Health and Life Insurance	\$ 560.00	\$	\$ -	\$ -	\$ -	\$ -
1000-419000-200	Supplies & Other	\$ 824.00	\$	\$ -	\$ -	\$ -	\$ -
1000-419000-300	Purchased Services	\$ 515.00	\$	\$ 94.24	\$ 12.05	\$ 12.05	\$ 12.02
1000-419000-340	Utility Services	\$ 9,270.00	\$	\$ 972.10	\$ 141.36	\$ 188.48	\$ 282.72
1000-419000-900	Capital outlay	\$ 7,000.00	\$	\$ -	\$ 2,476.07	\$ 3,345.77	\$ 4,053.74
<b>Subtotal</b>		<b>\$ 20,027.00</b>	<b>\$</b>	<b>1,066.34</b>	<b>\$ 2,629.48</b>	<b>\$ 3,546.30</b>	<b>\$ 4,348.48</b>
<b>Grand Total</b>		<b>\$ 256,441.27</b>	<b>\$</b>	<b>52,736.95</b>	<b>\$ 82,979.94</b>	<b>\$ 134,522.43</b>	<b>\$ 152,952.21</b>

# POLICE

ACCOUNT		TYPE	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/31/2023
Admin 420000	Wages	\$	343,059.00	\$ 60,831.03	\$ 94,014.55	\$ 112,402.11	\$ 134,191.78
	Overtime	\$	25,500.00	\$ 6,413.99	\$ 9,569.45	\$ 11,930.66	\$ 15,391.72
	Holiday Worked	\$	10,095.00	\$ 3,546.84	\$ 6,503.02	\$ 6,503.02	\$ 7,638.95
	Compensated Leave	\$	36,190.00	\$ 7,304.63	\$ 8,579.59	\$ 12,099.89	\$ 12,853.90
	Employer Contributions	\$	30,208.00	\$ 5,805.62	\$ 8,850.22	\$ 10,656.10	\$ 12,679.39
	Retirement	\$	48,429.00	\$ 7,712.51	\$ 11,750.18	\$ 14,100.85	\$ 16,804.14
	Work Comp	\$	11,534.00	\$ 9,195.00	\$ 9,195.00	\$ 9,195.00	\$ 9,195.00
	Health and Life Insurance	\$	109,760.00	\$ 17,365.94	\$ 23,409.95	\$ 28,789.13	\$ 34,435.75
	Supplies and Other	\$	6,240.00	\$ 1,797.80	\$ 2,276.22	\$ 2,944.97	\$ 3,356.96
	Weapons Ammunitions	\$	16,075.00	\$ -	\$ -	\$ -	\$ -
	Uniforms/PPG	\$	3,120.00	\$ -	\$ 38.00	\$ 38.00	\$ 167.98
	Gas, Oil and Fuel	\$	-	\$ -	\$ -	\$ -	\$ -
	Purchased services	\$	9,450.00	\$ 38.89	\$ 85.24	\$ 96.36	\$ 117.25
	Subscription and Dues	\$	2,080.00	\$ -	\$ 200.00	\$ 200.00	\$ 200.00
	Utility services	\$	3,997.00	\$ 657.23	\$ 1,218.89	\$ 1,550.64	\$ 1,855.60
	Travel and training Expenses	\$	3,120.00	\$ -	\$ -	\$ -	\$ -
	Dispatch Services	\$	14,829.00	\$ -	\$ -	\$ -	\$ 14,549.60
General Insurance	\$	11,470.00	\$ 6,188.40	\$ 6,188.40	\$ 12,376.80	\$ 12,376.80	
<b>Subtotal</b>		<b>\$</b>	<b>685,156.00</b>	<b>\$ 126,857.88</b>	<b>\$ 181,878.71</b>	<b>\$ 222,883.53</b>	<b>\$ 275,814.82</b>
ITD Grants 420104	Overtime Wages	\$	10,000.00	\$ 2,457.45	\$ 5,353.50	\$ 6,807.10	\$ 8,831.87
	Employer Contributions	\$	852.00	\$ 184.69	\$ 405.44	\$ 513.49	\$ 664.82
	Retirement	\$	1,339.00	\$ 301.87	\$ 657.48	\$ 835.97	\$ 1,084.62
	Health and Life Insurance	\$	2,275.00	\$ 392.83	\$ 486.82	\$ 861.00	\$ 1,284.42
<b>Subtotal</b>		<b>\$</b>	<b>14,466.00</b>	<b>\$ 3,336.84</b>	<b>\$ 6,903.24</b>	<b>\$ 9,017.56</b>	<b>\$ 11,865.73</b>
Records 422000	Wages Only	\$	13,554.00	\$ 3,425.60	\$ 5,158.40	\$ 6,313.60	\$ 7,468.80
	Employer Contributions	\$	1,070.00	\$ 244.38	\$ 371.05	\$ 453.53	\$ 536.01
	Retirement	\$	1,633.00	\$ 409.04	\$ 615.95	\$ 753.89	\$ 891.83
	Helath and Life Insurance	\$	8,344.00	\$ 2,084.40	\$ 2,779.20	\$ 3,474.00	\$ 4,168.80
<b>Subtotal</b>		<b>\$</b>	<b>24,601.00</b>	<b>\$ 6,163.42</b>	<b>\$ 8,924.60</b>	<b>\$ 10,995.02</b>	<b>\$ 13,065.44</b>
Police Rolling Equipment							
1000-422500-100	Wages Only	\$	7,800.00	\$ 2,014.52	\$ 3,827.11	\$ 5,392.74	\$ 5,537.71
1000-422500-101	Overtime Wages	\$	155.00	\$ 86.98	\$ 86.98	\$ 86.98	\$ 86.98
1000-422500-130	Compensated Leave	\$	1,180.00	\$ -	\$ -	\$ -	\$ -

# POLICE

ACCOUNT	TYPE	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/31/2023
1000-422500-140	Employer Contributions	\$ 561.00	\$ 147.84	\$ 275.03	\$ 386.26	\$ 396.54
1000-422500-150	Retirement	\$ 1,060.00	\$ 251.36	\$ 467.80	\$ 654.73	\$ 672.04
1000-422500-170	Health and Life Insurance	\$ 2,453.00	\$ 765.50	\$ 1,446.24	\$ 1,952.19	\$ 2,000.85
1000-422500-200	Supplies & Other	\$ 40,300.00	\$ 856.09	\$ 2,897.76	\$ 4,829.81	\$ 5,186.89
1000-422500-231	Gas, Oil, Diesel Fuel, Grease, etc.	\$ 36,000.00	\$ 1,818.31	\$ 3,961.62	\$ 7,494.00	\$ 9,271.04
1000-422500-300	Purchased Services	\$ 3,914.00	\$ 87.50	\$ 87.50	\$ 157.50	\$ 157.50
	Utility services					\$ -
1000-422500-900	Capital Outlay	\$ 66,000.00	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 159,423.00</b>	<b>\$ 6,028.10</b>	<b>\$ 13,050.04</b>	<b>\$ 20,954.21</b>	<b>\$ 23,309.55</b>
SRO	Wages Only	\$ 34,418.00	\$ 9,483.98	\$ 14,783.92	\$ 18,638.42	\$ 22,131.56
1000-425000	Overtime wages	\$ 515.00	\$ 421.63	\$ 421.63	\$ 602.31	\$ 602.31
	Holiday worked			\$ -	\$ -	\$ -
	Compensated leave			\$ -	\$ -	\$ -
	Employer Contributions	\$ 2,396.00	\$ 722.01	\$ 1,117.39	\$ 1,412.76	\$ 1,669.35
	Retirement	\$ 3,883.00	\$ 2,163.17	\$ 1,867.22	\$ 2,362.74	\$ 2,791.69
	Health and Life Insur.	\$ 20,669.00	\$ 4,228.89	\$ 5,420.11	\$ 6,995.97	\$ 8,255.15
	Supplies and Other	\$ 208.00	\$ -	\$ -	\$ -	\$ -
	Uniform/ PPG	\$ 104.00	\$ -	\$ -	\$ -	\$ -
	Subscriptions and dues	\$ 42.00	\$ -	\$ -	\$ -	\$ -
	Utility services	\$ 312.00	\$ 41.56	\$ 124.64	\$ 168.84	\$ 210.39
	Travel and Traning	\$ 1,045.00	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 63,592.00</b>	<b>\$ 17,061.24</b>	<b>\$ 23,734.91</b>	<b>\$ 30,181.04</b>	<b>\$ 35,660.45</b>
SRO Rolling	Wages	\$ 300.00	\$ -	\$ 159.97	\$ 159.97	\$ 159.97
425500	Employer Contributions	\$ 20.00	\$ -	\$ 11.26	\$ 11.26	\$ 11.26
	Retirement	\$ 30.00	\$ -	\$ 19.10	\$ 19.10	\$ 19.10
	Health and Life Insur.	\$ 77.00	\$ -	\$ 57.91	\$ 57.91	\$ 57.91
	Supplies and Other	\$ 1,500.00	\$ -	\$ 339.04	\$ 324.69	\$ 324.69
	Gas, oil, diesel fuel, grease	\$ 2,500.00	\$ 423.00	\$ 577.92	\$ 1,159.50	\$ 1,159.50
	Purchased Services	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 4,427.00</b>	<b>\$ 423.00</b>	<b>\$ 1,165.20</b>	<b>\$ 1,732.43</b>	<b>\$ 1,732.43</b>
<b>Grand total</b>		<b>\$ 951,665.00</b>	<b>\$ 159,870.48</b>	<b>\$ 235,656.70</b>	<b>\$ 295,763.79</b>	<b>\$ 361,448.42</b>

# FIRE DEPARTMENT

ACCOUNT	TYPE	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/31/2023
<b>Fire Suppression</b>						
430000	Wages Only	\$ 14,876.00	\$ 2,141.02	\$ 3,356.10	\$ 4,111.42	\$ 4,817.48
	Employer Contributions	\$ 1,050.00	\$ 127.32	\$ 212.33	\$ 257.47	\$ 302.60
	Retirement	\$ 352.00	\$ 47.90	\$ 72.10	\$ 86.22	\$ 100.33
	Health and Life Insurance	\$ 18,396.00	\$ 4,248.49	\$ 5,203.99	\$ 6,717.41	\$ 7,781.06
	Supplies & Other	\$ 1,248.00	\$ 2,212.00	\$ 2,212.00	\$ 8,286.04	\$ 8,354.00
	Uniforms/Personal Protective Gear	\$ 14,248.00	\$ -	\$ -	\$ -	\$ -
	Breathing Apparatus	\$ 12,480.00	\$ -	\$ -	\$ -	\$ -
	Purchased Services	\$ 520.00	\$ -	\$ -	\$ -	\$ -
	Travel and Training Expenses	\$ 208.00	\$ -	\$ -	\$ -	\$ -
	General Insurance	\$ -	\$ 1,718.34	\$ 1,718.34	\$ 3,436.68	\$ 3,436.68
<b>Subtotal</b>		<b>\$ 63,378.00</b>	<b>\$ 10,495.07</b>	<b>\$ 12,774.86</b>	<b>\$ 22,895.24</b>	<b>\$ 24,792.15</b>
<b>Fire Gen. Admin</b>						
430100	Wages Only	\$ 54,852.00	\$ 10,918.62	\$ 16,371.44	\$ 19,908.80	\$ 23,623.08
	Employer Contributions	\$ 4,530.00	\$ 677.50	\$ 1,036.36	\$ 1,254.71	\$ 1,491.41
	Unemployment Costs			\$ -	\$ -	\$ -
	Retirement	\$ 2,968.00	\$ 497.92	\$ 743.69	\$ 907.53	\$ 1,071.38
	Work Comp	\$ 6,372.00	\$ 3,097.50	\$ 3,097.50	\$ 3,097.50	\$ 3,097.50
	Health and Life Insurance	\$ 82,499.00	\$ 19,053.91	\$ 25,885.64	\$ 32,133.58	\$ 38,139.73
	Supplies & Other	\$ 624.00	\$ 21.80	\$ 21.80	\$ 21.80	\$ 21.80
	Purchased Services	\$ 286.00	\$ -	\$ -	\$ -	\$ 12.50
	Subscription and dues	\$ -	\$ 250.00	\$ 250.00	\$ 250.00	\$ 500.00
	Utility Services	\$ 3,744.00	\$ 362.06	\$ 543.09	\$ 596.64	\$ 761.86
	Travel and Training Expenses	\$ 1,540.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00
	General Insurance	\$ 3,282.00	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 160,697.00</b>	<b>\$ 34,909.31</b>	<b>\$ 47,979.52</b>	<b>\$ 58,200.56</b>	<b>\$ 68,749.26</b>
<b>Fire Dispatching</b>						
430300	Dispatch Services	\$ -	\$ -			\$ 363.74
<b>Building &amp; Structure</b>						
430400	Wages Only	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -
	Employer Contributions	\$ 100.00	\$ -	\$ -	\$ -	\$ -
	Retirement	\$ 75.00	\$ -	\$ -	\$ -	\$ -

# FIRE DEPARTMENT

ACCOUNT	TYPE	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/31/2023
	Health and Life Insurance	\$ 125.00	\$ -	\$ -	\$ -	\$ -
	Supplies & Other	\$ 1,560.00	\$ -	\$ 23.85	\$ 23.85	\$ 23.85
	Purchased Services	\$ 1,560.00	\$ -	\$ -	\$ -	\$ -
	Utility Services	\$ 12,561.00	\$ 1,401.96	\$ 3,674.58	\$ 5,585.77	\$ 6,996.84
<b>Subtotal</b>		<b>\$ 16,981.00</b>	<b>\$ 1,401.96</b>	<b>\$ 3,698.43</b>	<b>\$ 5,609.62</b>	<b>\$ 7,020.69</b>
<b>Fire Rolling Equip</b>						
430500	Wages Only	\$ 879.00	\$ -	\$ -	\$ -	\$ -
	Compensated Leave	\$ 300.00	\$ -	\$ -	\$ -	\$ -
	Employer Contributions	\$ 181.00	\$ -	\$ -	\$ -	\$ -
	Retirement	\$ 208.00	\$ -	\$ -	\$ -	\$ -
	Health and Life Insurance	\$ 558.00	\$ -	\$ -	\$ -	\$ -
	Supplies & Other	\$ 1,832.00	\$ -	\$ -	\$ 825.46	\$ 1,014.96
	Gas, Oil, Diesel Fuel, Grease etc.	\$ 2,788.00	\$ 676.00	\$ 825.46	\$ 576.25	\$ 781.73
	Purchased Services	\$ -	\$ 147.81	\$ 333.07	\$ -	\$ -
	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
	Utility Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Pump Testing	\$ 875.00	\$ -	\$ -	\$ -	\$ -
	Capital Outlay	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 57,621.00</b>	<b>\$ 823.81</b>	<b>\$ 1,158.53</b>	<b>\$ 1,401.71</b>	<b>\$ 1,796.69</b>
<b>Overall Total</b>		<b>\$ 298,677.00</b>	<b>\$ 47,630.15</b>	<b>\$ 65,611.34</b>	<b>\$ 88,107.13</b>	<b>\$ 102,722.53</b>

# Animal Control

Account	Type	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/31/2023
1000-440000-200	Supplies & Other	\$ 100.00		\$ 84.05	\$ 84.05	\$ 84.05
1000-440000-300	Purchased Services	\$ 11,921.00	\$ 1,878.94	\$ 2,818.41	\$ 3,757.88	\$ 4,838.25
<b>Total</b>		<b>\$ 12,021.00</b>	<b>\$ 1,878.94</b>	<b>\$ 2,902.46</b>	<b>\$ 3,841.93</b>	<b>\$ 4,922.30</b>

# STREETS

ACCOUNT	TYPE	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/1/2023
Street Admin	Wages Only	\$ 8,652.00	\$ 4,366.64	\$ 7,157.16	\$ 7,613.60	\$ 8,898.58
450000	Overtime Wages	\$ 1,545.00	\$ 50.40	\$ 50.40	\$ 50.40	\$ 50.40
	Holiday Worked	\$ -	\$ -	\$ 175.29	\$ 175.29	\$ 175.29
	Compensated Leave	\$ 48,668.00	\$ 6,184.53	\$ 7,655.80	\$ 9,552.25	\$ 11,965.92
	Employer Contributions	\$ 2,781.00	\$ 781.55	\$ 1,108.77	\$ 1,282.06	\$ 1,553.06
	Retirement	\$ 4,650.00	\$ 1,265.88	\$ 1,795.65	\$ 2,076.60	\$ 2,518.18
	Work Comp	\$ 5,937.00	\$ 3,260.00	\$ 3,260.00	\$ 3,260.00	\$ 3,260.00
	Health and Life Insurance	\$ 17,576.00	\$ 3,510.09	\$ 4,959.77	\$ 5,756.61	\$ 7,176.26
	Supplies & Other	\$ 1,140.00	\$ 110.99	\$ 142.39	\$ 142.39	\$ 142.39
	Purchased Services	\$ 1,000.00	\$ 136.38	\$ 202.38	\$ 329.20	\$ 464.33
	Utility Services	\$ 2,678.00	\$ 163.69	\$ 531.87	\$ 1,323.23	\$ 1,703.13
	Travel and Training	\$ 468.00	\$ 120.00	\$ 180.00	\$ 180.00	\$ 300.00
	General Insurance	\$ 10,601.00	\$ 3,930.33	\$ 3,930.33	\$ 7,860.66	\$ 7,860.66
<b>Subtotal</b>		<b>\$ 105,696.00</b>	<b>\$ 23,880.48</b>	<b>\$ 31,149.81</b>	<b>\$ 39,602.29</b>	<b>\$ 46,068.20</b>
<b>Shop bld Maint.</b>	Wages Only	\$ -	\$ -	\$ -	\$ -	\$ 181.78
450400	Employer Contribution	\$ -	\$ -	\$ -	\$ -	\$ 13.44
	Retirement	\$ -	\$ -	\$ -	\$ -	\$ 21.70
	Health and Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ 55.52
	Supplies & Other	\$ 1,236.00	\$ 153.47	\$ 251.52	\$ 595.90	\$ 781.51
	Purchased Services	\$ -	\$ -	\$ 44.99	\$ 44.99	\$ 44.99
	Utility Services	\$ 4,120.00	\$ 313.90	\$ 775.31	\$ 1,001.32	\$ 1,210.79
		<b>\$ 5,356.00</b>	<b>\$ 467.37</b>	<b>\$ 1,071.82</b>	<b>\$ 1,642.21</b>	<b>\$ 2,309.73</b>
<b>Rolling equipment</b>						
1000-450500-100	Wages Only	\$ 14,280.00	\$ 2,539.01	\$ 3,522.05	\$ 4,747.29	\$ 5,760.96
1000-450500-101	Overtime Wages	\$ 200.00	\$ -	\$ 130.47	\$ 130.47	\$ 208.38
1000-450500-130	Compensated Leave	\$ 1,236.00	\$ -	\$ -	\$ -	\$ -
1000-450500-140	Employer Contributions	\$ 1,030.00	\$ 183.35	\$ 265.25	\$ 354.33	\$ 433.53
1000-450500-150	Retirement	\$ 1,751.00	\$ 303.35	\$ 436.30	\$ 582.59	\$ 712.92
1000-450500-170	Health and Life Insurance	\$ 5,844.00	\$ 895.11	\$ 1,141.31	\$ 1,487.26	\$ 1,810.91
1000-450500-200	Supplies & Other	\$ 10,400.00	\$ 1,175.61	\$ 1,597.09	\$ 3,273.25	\$ 4,035.07
1000-450500-231	Gas, Oil, Diesel Fuel, Grease, etc.	\$ 8,927.00	\$ -	\$ 318.18	\$ 2,019.49	\$ 2,019.49

# STREETS

ACCOUNT	TYPE	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/1/2023
1000-450500-300	Purchased Services	\$ 260.00	\$ -	\$ 52.50	\$ 52.50	\$ 52.50
	Utility Services					\$ -
1000-450500-900	Capital Outlay	\$ 55,000.00	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 98,928.00</b>	<b>\$ 5,096.43</b>	<b>\$ 7,463.15</b>	<b>\$ 12,647.18</b>	<b>\$ 15,033.76</b>
Street Construction	Wages	\$ -	\$ -	\$ -	\$ -	\$ -
	Employer Contributions	\$ -	\$ -	\$ -	\$ -	\$ -
	Retirement	\$ -	\$ -	\$ -	\$ -	\$ -
	Health and Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Street Signage	Wages Only	\$ 1,100.00	\$ -	\$ -	\$ -	\$ -
452000	Overtime Wages	\$ -	\$ -	\$ -	\$ -	\$ -
	Employer Contribution	\$ 100.00	\$ -	\$ -	\$ -	\$ -
	Retirement	\$ 125.00	\$ -	\$ -	\$ -	\$ -
	Health and Life Insurance	\$ 450.00	\$ -	\$ -	\$ -	\$ -
	Supplies & Other	\$ 2,500.00	\$ -	\$ -	\$ 154.24	\$ 75.68
<b>Subtotal</b>		<b>\$ 4,275.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 154.24</b>	<b>\$ 75.68</b>
Street Maint.	Wages Only	\$ 118,403.00	\$ 22,930.08	\$ 34,412.53	\$ 45,841.61	\$ 54,858.95
453000	Overtime Wages	\$ 257.00	\$ 175.29	\$ 253.20	\$ 253.20	\$ 253.20
	Employer Contributions	\$ 9,100.00	\$ 1,697.56	\$ 2,559.73	\$ 3,399.60	\$ 4,064.36
	Retirement	\$ 14,846.00	\$ 2,758.76	\$ 4,139.07	\$ 5,503.70	\$ 6,580.41
	Health and Life Insurance	\$ 44,584.00	\$ 8,278.81	\$ 10,909.58	\$ 14,989.13	\$ 17,955.58
	Supplies & Other	\$ 6,240.00	\$ 316.89	\$ 316.89	\$ 412.88	\$ 466.42
	uniforms/ppg	\$ -	\$ -	\$ -	\$ -	\$ -
	Gas, Oil, Diesel Fuel, Grease, etc.	\$ 1,000.00	\$ 174.55	\$ 185.29	\$ 345.11	\$ 777.57
	Purchase Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Utility Services	\$ 806.00	\$ 84.10	\$ 273.10	\$ 373.57	\$ 471.19
	Travel and Training				\$ -	\$ -
<b>Subtotal</b>		<b>\$ 195,236.00</b>	<b>\$ 36,416.04</b>	<b>\$ 53,049.39</b>	<b>\$ 71,118.80</b>	<b>\$ 85,427.68</b>



# STREETS

ACCOUNT	TYPE	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/1/2023
Chip Sealing	Wages Only	\$ 8,652.00	\$ -	\$ -	\$ -	\$ -
453100	Employer Contributions	\$ 621.00	\$ -	\$ -	\$ -	\$ -
	Retirement	\$ 1,001.00	\$ -	\$ -	\$ -	\$ -
	Health and Life Insurance	\$ 3,192.00	\$ -	\$ -	\$ -	\$ -
	Supplies & Other	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -
	Gas, Oil, Diesel, Fuel, Grease	\$ -	\$ -	\$ -	\$ -	\$ -
	Purchased services	\$ 5,200.00	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 53,666.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Asphalting	Wages Only	\$ 4,867.00	\$ -	\$ -	\$ -	\$ -
453200	Employer Contributions	\$ 341.00	\$ -	\$ -	\$ -	\$ -
	Retirement	\$ 271.00	\$ -	\$ -	\$ -	\$ -
	Health and Life Insurance	\$ 4,191.00	\$ -	\$ -	\$ -	\$ -
	Supplies & Other	\$ 20,000.00	\$ 1,304.00	\$ 1,304.00	\$ 1,304.00	\$ 236.54
		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 29,670.00</b>	<b>\$ 1,304.00</b>	<b>\$ 1,304.00</b>	<b>\$ 1,304.00</b>	<b>\$ 236.54</b>
Streets Weeds Spraying						
1000-453300-100	Wages Only	\$ -	\$ -	\$ -	\$ -	\$ -
1000-453300-140	Employer Contributions	\$ -	\$ -	\$ -	\$ -	\$ -
1000-453300-150	Retirement	\$ -	\$ -	\$ -	\$ -	\$ -
1000-453300-170	Health and Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
200	Supplies and Other	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Street snow removal						
1000-454000-100	Wages Only	\$ 21,000.00	\$ 5,959.43	\$ 14,450.13	\$ 14,615.58	\$ 16,193.39
1000-45400-101	Overtime Wages	\$ 6,720.00	\$ 313.82	\$ 3,783.59	\$ 3,783.59	\$ 4,102.87
1000-454000-103	Standby Time	\$ 2,940.00	\$ 532.89	\$ 1,199.67	\$ 1,408.89	\$ 1,650.27

# STREETS

ACCOUNT	TYPE	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/1/2023
1000-454000-140	Employer Contributions	\$ 1,760.00	\$ 501.55	\$ 1,453.53	\$ 1,481.29	\$ 1,638.96
1000-454000-150	Retirement	\$ 2,975.00	\$ 812.64	\$ 2,320.37	\$ 2,365.09	\$ 2,620.43
1000-454000-170	Health and Life Insurance	\$ 4,600.00	\$ 2,206.10	\$ 3,435.88	\$ 3,544.67	\$ 4,244.35
1000-454000-200	Supplies & Other	\$ 9,000.00	\$ 3,474.30	\$ 4,235.13	\$ 4,676.19	\$ 6,124.35
1000-454000-231	Gas, Oil, Diesel Fuel, Grease, etc.	\$ 11,400.00	\$ 1,729.85	\$ 2,583.04	\$ 5,161.07	\$ 5,388.36
1000-454000-300	Purchased Services	\$ -	\$ -	\$ -	\$ -	\$ -
1000-454000-900	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 60,395.00</b>	<b>\$ 15,530.58</b>	<b>\$ 33,461.34</b>	<b>\$ 37,036.37</b>	<b>\$ 41,962.98</b>

## Street Rolling Equipment

450500-900	Capital outlay	\$ -			\$ -	\$ -
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## sidewalks

1000-45500-200	Supplies & Other	\$ 500.00	\$ -	\$ -	\$ -	\$ -
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## Streets Drains Curbs

1000-456000-100	Wages Only	\$ 2,626.00	\$ 175.58	\$ 305.43	\$ 305.43	\$ 305.43
1000-456000-101	Overtime wages	\$ 206.00	\$ -	\$ 38.95	\$ 38.95	\$ 38.95
1000-456000-140	Employer Contribution	\$ 246.00	\$ 12.62	\$ 25.14	\$ 25.14	\$ 25.14
1000-456000-150	Retirement	\$ 226.00	\$ 20.96	\$ 41.11	\$ 41.11	\$ 41.11
1000-456000-160	Work comp	\$ -	\$ -	\$ -	\$ -	\$ -
1000-456000-170	Health and Life Insurance	\$ 736.00	\$ 96.12	\$ 142.21	\$ 142.21	\$ 142.21
1000-456000-200	Supplies & Other	\$ 2,600.00	\$ -	\$ -	\$ -	\$ -
1000-456000-300	Purchased Services	\$ -	\$ -	\$ -	\$ -	\$ -
1000-456000-340	Utility Services	\$ 500.00	\$ 77.57	\$ 157.08	\$ 196.91	\$ 236.69
<b>Subtotal</b>		<b>\$ 7,140.00</b>	<b>\$ 382.85</b>	<b>\$ 709.92</b>	<b>\$ 749.75</b>	<b>\$ 789.53</b>

## Street lighting

1000-457000-100	Wages Only	\$ 202.00	\$ -	\$ -	\$ -	\$ -
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# STREETS

ACCOUNT	TYPE	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/1/2023
1000-457000-140	Employer Contributions	\$ 15.00	\$ -	\$ -	\$ -	\$ -
1000-457000-150	Retirement	\$ 24.00	\$ -	\$ -	\$ -	\$ -
1000-457000-170	Health and Life Insurance	\$ 39.00	\$ -	\$ -	\$ -	\$ -
1000-457000-340	Utility Services	\$ 40,315.00	\$ 5,947.50	\$ 12,133.02	\$ 15,203.32	\$ 18,233.37
<b>Subtotal</b>		<b>\$ 40,595.00</b>	<b>\$ 5,947.50</b>	<b>\$ 12,133.02</b>	<b>\$ 15,203.32</b>	<b>\$ 18,233.37</b>
Street Cleaning						
1000-458000-100	Wages Only	\$ 14,060.00	\$ 830.35	\$ 830.35	\$ 830.35	\$ 830.35
1000-458000-101	Overtime wages	\$ -	\$ -	\$ -	\$ -	\$ -
1000-458000-140	Employer Contributions	\$ 1,015.00	\$ 61.50	\$ 61.50	\$ 61.50	\$ 61.50
1000-458000-150	Retirement	\$ 1,542.00	\$ 99.14	\$ 99.14	\$ 99.14	\$ 99.14
1000-458000-170	Health and Life Insurance	\$ 5,004.00	\$ 241.94	\$ 241.94	\$ 241.94	\$ 241.94
1000-458000-200	Supplies & Other	\$ 2,080.00	\$ 584.97	\$ 584.97	\$ 584.97	\$ 584.97
1000-458000-231	Gas, Oil, Diesel Fuel, Grease	\$ -	\$ -	\$ -	\$ -	\$ -
<b>subtotal</b>		<b>\$ 23,701.00</b>	<b>\$ 1,817.90</b>	<b>\$ 1,817.90</b>	<b>\$ 1,817.90</b>	<b>\$ 1,817.90</b>
<b>Overall Total</b>		<b>\$ 619,802.00</b>	<b>\$ 90,843.15</b>	<b>\$ 142,160.35</b>	<b>\$ 181,276.06</b>	<b>\$ 211,955.37</b>

# Visitor Center

ACCOUNT	TYPE	2023 BUDGET		12/1/2022		1/31/2023		2/28/2023		3/31/2023	
1000-460100-100	Wages only	\$	-	\$	-		\$	-	\$	-	
	Employer Contributions	\$	-	\$	-		\$	-	\$	-	
	Retirement	\$	-	\$	-		\$	-	\$	-	
1000-460110-200	Supplies and Other	\$	-	\$	-	\$	-	\$	-	\$	-
<b>Subtotal</b>		<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
1000-460400-100	Wages Only	\$	-	\$	-	\$	-	\$	-	\$	-
1000-460400-101	Overtime Wages	\$	-	\$	-		\$	-	\$	-	
1000-460400-140	Employer Contributions	\$	-	\$	-	\$	-	\$	-	\$	-
1000-460400-150	Retirement	\$	-	\$	-	\$	-	\$	-	\$	-
1000-460400-170	Health and Life Insurance	\$	-	\$	-	\$	-	\$	-	\$	-
1000-460400-200	Supplies & Other	\$	5,200.00	\$	442.64	\$	755.35	\$	755.35	\$	755.35
1000-460400-300	Purchased Services	\$	13,600.00	\$	2,400.00	\$	3,600.00	\$	4,800.00	\$	6,000.00
1000-460400-340	Utility Services	\$	8,340.00	\$	1,325.11	\$	2,826.09	\$	4,600.00	\$	5,678.33
<b>Subtotal</b>		<b>\$</b>	<b>27,140.00</b>	<b>\$</b>	<b>4,167.75</b>	<b>\$</b>	<b>7,181.44</b>	<b>\$</b>	<b>10,155.35</b>	<b>\$</b>	<b>12,433.68</b>
<b>Grand total</b>		<b>\$</b>	<b>27,140.00</b>	<b>\$</b>	<b>4,167.75</b>	<b>\$</b>	<b>7,181.44</b>	<b>\$</b>	<b>10,155.35</b>	<b>\$</b>	<b>12,433.68</b>

# PARKS

ACCOUNT	TYPE	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/31/2023
1000-461000-100	Wages Only	\$ 15,141.00	\$ 2,689.49	\$ 2,689.49	\$ 3,232.53	\$ 3,232.53
1000-461000-140	Employer Contributions	\$ 1,050.00	\$ 197.34	\$ 197.34	\$ 237.26	\$ 237.26
1000-461000-150	Retirement	\$ 1,485.00	\$ 321.11	\$ 321.11	\$ 385.95	\$ 385.95
1000-461000-160	Work Comp	\$ 592.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00
1000-461000-170	Health and Life Insurance	\$ 3,877.00	\$ 996.03	\$ 996.03	\$ 1,187.29	\$ 1,187.29
1000-461000-200	Supplies & Other	\$ 3,432.00	\$ 129.39	\$ 129.39	\$ 208.23	\$ 673.72
1000-461000-221	Agriculture & Horticulture Supplies	\$ 5,720.00	\$ -	\$ -	\$ -	\$ -
	Other Repair and Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
1000-461000-241	Flag Expense	\$ 2,002.00	\$ -	\$ -	\$ -	\$ -
1000-461000-300	Purchased Services	\$ 200.00	\$ -	\$ -	\$ -	\$ -
1000-461000-340	Utility Services	\$ 16,640.00	\$ 3,445.67	\$ 5,272.98	\$ 6,081.01	\$ 6,815.86
1000-461000-500	General Insurance	\$ 1,340.00	\$ 563.78	\$ 563.78	\$ 1,127.56	\$ 1,127.56
<b>Subtotal</b>		<b>\$ 51,479.00</b>	<b>\$ 8,667.81</b>	<b>\$ 10,495.12</b>	<b>\$ 12,784.83</b>	<b>\$ 13,985.17</b>
Weed spraying						
1000-461300-100	Wages Only	\$ -	\$ -	\$ -	\$ -	\$ -
1000-461300-140	Employer Contributions	\$ -	\$ -	\$ -	\$ -	\$ -
1000-461300-150	Retirement	\$ -	\$ -	\$ -	\$ -	\$ -
1000-461300-170	Health and Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
	Supplies & Other	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Rolling Equipment						
	Wages Only				\$	35.60
	Employer Contributions				\$	2.65
	Retirement				\$	4.25
	Health and Life Insurance				\$	8.81
1000-461500-200	Supplies & Other	\$ 2,266.00	\$ 247.29	\$ 9,342.29	\$ 9,423.06	\$ 9,423.81
1000-461500-231	Gas, Oil, Diesel Fuel, Grease, etc.	\$ 500.00	\$ 252.18	\$ 252.18	\$ 319.66	\$ 319.66
<b>Subtotal</b>		<b>\$ 2,766.00</b>	<b>\$ 499.47</b>	<b>\$ 9,594.47</b>	<b>\$ 9,742.72</b>	<b>\$ 9,794.78</b>
<b>Grand Total</b>		<b>\$ 54,245.00</b>	<b>\$ 9,167.28</b>	<b>\$ 20,089.59</b>	<b>\$ 22,527.55</b>	<b>\$ 23,779.95</b>

# POOL

<b>ACCOUNT</b>	<b>TYPE</b>	<b>2023 BUDGET</b>	<b>12/1/2022</b>	<b>1/31/2023</b>	<b>2/28/2023</b>	<b>3/1/2023</b>
Swimming Pool	Wages Only	\$ 43,741.00	\$ 135.47	\$ 230.74	\$ 230.74	\$ 230.74
462000	Overtime Wages	\$ 1,082.00	\$ -	\$ -	\$ -	\$ -
	Holiday Worked	\$ 824.00	\$ -	\$ -	\$ -	\$ -
	Employer Contributions	\$ 2,758.00	\$ 10.02	\$ 17.31	\$ 17.31	\$ 17.31
	unemployment costs		\$ -	\$ -	\$ -	\$ -
	Retirement	\$ 541.00	\$ 12.59	\$ 23.97	\$ 23.97	\$ 23.97
	Work Comp	\$ 1,303.00	\$ 1,350.00	\$ 1,350.00	\$ 1,350.00	\$ 1,350.00
	Health and Life Insurance	\$ 1,840.00	\$ 41.08	\$ 41.08	\$ 41.08	\$ 41.08
	Supplies & Other	\$ 13,900.00	\$ -	\$ 138.27	\$ 138.27	\$ 138.27
	Purchased Services	\$ 2,080.00	\$ 37.00	\$ 37.00	\$ 37.00	\$ 37.00
	Utility Services	\$ 9,137.00	\$ 1,407.92	\$ 2,809.11	\$ 3,518.82	\$ 4,221.88
	Travel and Training	\$ 780.00	\$ -	\$ -	\$ -	\$ -
	General Insurance	\$ 1,020.00	\$ 544.62	\$ 544.62	\$ 1,089.24	\$ 1,089.24
<b>Subtotal</b>		<b>\$ 79,006.00</b>	<b>\$ 3,538.70</b>	<b>\$ 5,192.10</b>	<b>\$ 6,446.43</b>	<b>\$ 7,149.49</b>

# GOLF

ACCOUNT	TYPE	2023 BUDGET	12/1/2022	1/31/2023	2/28/2023	3/31/2023
<b>Course</b>						
1000-465000-100	Wages Only	\$ 2,704.00	\$ 260.09	\$ 260.09	\$ 260.09	\$ 260.09
1000-465000-140	Employer Contributions	\$ 236.00	\$ 19.00	\$ 19.00	\$ 19.00	\$ 19.00
1000-465000-150	Retirement	\$ 325.00	\$ 31.06	\$ 31.06	\$ 31.06	\$ 31.06
1000-465000-170	Health and Life Insurance	\$ 795.00	\$ 106.03	\$ 106.03	\$ 106.03	\$ 106.03
1000-465000-200	Supplies & Other	\$ 26,000.00	\$ 4,902.81	\$ 5,679.24	\$ 5,679.24	\$ 5,679.24
1000-465000-300	Purchased Services	\$ 62,191.00	\$ 14,874.34	\$ 19,813.60	\$ 24,702.27	\$ 29,590.94
1000-465000-340	Utility Services	\$ 4,928.00	\$ 578.23	\$ 928.27	\$ 1,102.66	\$ 1,274.90
1000-465000-399	Other Contracted Services	\$ 33,500.00	\$ 2,169.43	\$ 2,333.77	\$ 2,333.77	\$ 2,333.77
1000-465000-500	General Insurance	\$ 1,969.00	\$ 1,050.39	\$ 1,050.39	\$ 2,100.77	\$ 2,100.77
<b>Subtotal</b>		<b>\$ 132,648.00</b>	<b>\$ 23,991.38</b>	<b>\$ 30,221.45</b>	<b>\$ 36,334.89</b>	<b>\$ 41,395.80</b>
<b>Rolling Equipment</b>						
1000-465500-100	Wages Only	\$ 2,658.00	\$ 1,072.75	\$ 1,072.75	\$ 1,217.72	\$ 1,362.69
1000-465500-140	Employer Contributions	\$ 194.00	\$ 74.78	\$ 74.78	\$ 85.10	\$ 95.29
1000-465500-150	Retirement	\$ 318.00	\$ 128.08	\$ 128.08	\$ 145.39	\$ 162.70
1000-465500-170	Health and Life Insurance	\$ 1,226.00	\$ 431.29	\$ 431.29	\$ 477.49	\$ 530.60
1000-465500-200	Supplies & Other	\$ 5,200.00	\$ 1,316.55	\$ 1,316.55	\$ 1,316.55	\$ 1,316.55
1000-465500-231	Gas, Oil, Diesel Fuel, Grease, etc.	\$ 7,892.00	\$ -	\$ -	\$ -	\$ -
1000-465500-300	Purchased Services	\$ 520.00	\$ -	\$ -	\$ -	\$ -
	Capital Outlay		\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 18,008.00</b>	<b>\$ 3,023.45</b>	<b>\$ 3,023.45</b>	<b>\$ 3,242.25</b>	<b>\$ 3,467.83</b>
<b>Club House</b>						
1000-466000-100	Wages Only	\$ 515.00	\$ -	\$ -	\$ -	\$ -
1000-466000-140	Employer Contributions	\$ 52.00	\$ -	\$ -	\$ -	\$ -
1000-466000-150	Retirement	\$ 67.00	\$ -	\$ -	\$ -	\$ -
1000-466000-170	Health and Life Insurance	\$ 202.00	\$ -	\$ -	\$ -	\$ -
1000-466000-200	Supplies & Other	\$ 520.00	\$ -	\$ -	\$ -	\$ -
1000-466000-300	Purchased Services	\$ 364.00	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 1,720.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>		<b>\$ 152,376.00</b>	<b>\$ 27,014.83</b>	<b>\$ 33,244.90</b>	<b>\$ 39,577.14</b>	<b>\$ 44,863.63</b>

# EDC / SLOUGH / VEHICLE MAINTENANCE

ACCOUNT	TYPE	2023 BUDGET		12/1/2022		1/31/2023		2/28/2023		3/31/2023	
1000-475000-100	Wages Only	\$	51,000.00	\$	11,769.24	\$	17,653.86	\$	21,576.94	\$	25,500.02
1000-475000-130	Compensated Leave	\$	3,905.00	\$	-	\$	-	\$	-	\$	-
1000-475000-140	Employer Contributions	\$	2,800.00	\$	900.36	\$	1,350.54	\$	1,650.66	\$	1,950.78
1000-475000-150	Retirement	\$	6,089.00	\$	1,405.26	\$	2,107.89	\$	2,576.31	\$	3,044.73
1000-475000-170	Health and Life Insurance	\$	-	\$	-	\$	-	\$	-	\$	-
1000-475000-200	Supplies & Other	\$	200.00	\$	-	\$	40.34	\$	40.34	\$	319.29
1000-475000-300	Purchased Services	\$	300.00	\$	-	\$	-	\$	467.52	\$	467.52
1000-475000-330	Subscriptions & Dues	\$	1,040.00	\$	-	\$	-	\$	-	\$	-
1000-475000-350	Travel and Training Expenses	\$	-	\$	310.98	\$	310.98	\$	310.98	\$	310.98
1000-475000-730	Grants/Donations to Other Institutions	\$	4,992.00	\$	-	\$	7,200.00	\$	7,200.00	\$	7,200.00
<b>Subtotal</b>		<b>\$</b>	<b>70,326.00</b>	<b>\$</b>	<b>14,385.84</b>	<b>\$</b>	<b>28,663.61</b>	<b>\$</b>	<b>33,822.75</b>	<b>\$</b>	<b>38,793.32</b>
South hill slough											
1000-480105-700	Grants, Contributions & Indemnities	\$	199.00	\$	-	\$	-	\$	-	\$	-
Dike Maintenance								\$	-	\$	-
1000-480200-300	Purchased services	\$	20,000.00	\$	-	\$	-	\$	-	\$	-
<b>Subtotal</b>		<b>\$</b>	<b>20,199.00</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
Vehicle Maintenance											
1000-500000-100	Wages Only	\$	-	\$	-	\$	-	\$	-	\$	-
1000-500000-101	Overtime Wages	\$	-	\$	-	\$	-	\$	-	\$	-
1000-500000-130	Compensated Leave	\$	-	\$	-	\$	-	\$	-	\$	-
1000-500000-140	Employer Contributions	\$	-	\$	-	\$	-	\$	-	\$	-
1000-500000-150	Retirement	\$	-	\$	-	\$	-	\$	-	\$	-
1000-500000-170	Health and Life Insurance			\$	-	\$	-	\$	-	\$	-
1000-500000-200	Supplies and Other	\$	-	\$	614.56	\$	1,080.61	\$	2,741.15	\$	4,251.89
1000-500000-231	Gas Oil Grease	\$	-	\$	97.86	\$	200.69	\$	464.57	\$	542.61
1000-500000-300	Purchased services	\$	-	\$	302.89	\$	440.45	\$	583.57	\$	847.57
	Subscriptions and dues					\$	-	\$	2,616.00	\$	2,616.00
1000-500000-340	Utility Services	\$	-	\$	482.82	\$	1,300.44	\$	2,878.18	\$	3,765.84
	Travel and Training Expenses							\$		\$	40.00
<b>Subtotal</b>		<b>\$</b>	<b>-</b>	<b>\$</b>	<b>1,498.13</b>	<b>\$</b>	<b>3,022.19</b>	<b>\$</b>	<b>9,283.47</b>	<b>\$</b>	<b>12,063.91</b>
Vehicle Maintenance and Shop Building											
1000-500100-100	Wages Only	\$	-	\$	173.96	\$	173.96	\$	173.96	\$	173.96
1000-500100-140	Employer Contributions	\$	-	\$	12.43	\$	12.43	\$	12.43	\$	12.43



1000-500100-150	Retirement	\$	-	\$	20.99	\$	20.99	\$	20.99	\$	20.99
1000-500100-170	Health and Life Insurance	\$	-	\$	52.19	\$	52.19	\$	52.19	\$	52.19
1000-500100-200	Supplies and Other	\$	-	\$	871.38	\$	871.38	\$	871.38	\$	871.38
1000-500100-300	Purchased services	\$	-	\$	-	\$	-	\$	-	\$	-
1000-500100-340	Utility Services	\$	-	\$	443.63	\$	1,067.73	\$	1,372.90	\$	1,696.56
<b>Subtotal</b>		<b>\$</b>	<b>-</b>	<b>\$</b>	<b>1,574.58</b>	<b>\$</b>	<b>2,198.68</b>	<b>\$</b>	<b>2,503.85</b>	<b>\$</b>	<b>2,827.51</b>
Vehicle Maintenance and Rolling equip											
1000-500500-100	Wages Only	\$	-	\$	-	\$	-	\$	-	\$	-
1000-500500-140	Employer Contributions	\$	-	\$	-	\$	-	\$	-	\$	-
1000-500500-150	Retirement	\$	-	\$	-	\$	-	\$	-	\$	-
1000-500500-170	Health and Life Insurance	\$	-	\$	-	\$	-	\$	-	\$	-
1000-500500-200	Supplies and Other	\$	-	\$	-	\$	-	\$	-	\$	-
1000-500500-231	Oil, Gas, Grease	\$	-	\$	-	\$	-	\$	-	\$	-
<b>Subtotal</b>		<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>Grand Total</b>		<b>\$</b>	<b>90,525.00</b>	<b>\$</b>	<b>17,458.55</b>	<b>\$</b>	<b>33,884.48</b>	<b>\$</b>	<b>45,610.07</b>	<b>\$</b>	<b>53,684.74</b>



# BOUNDARY COUNTY PLANNING AND ZONING

Street address: 6452 Kootenai St Bonners Ferry, ID 83805 Mailing address: PO Box 419, Bonners Ferry, ID 83805 Phone (208) 267-7212  
[www.boundarycountyid.org](http://www.boundarycountyid.org) (web page)

## ADMINISTRATIVE DEVELOPMENT PERMIT, PARCEL DIVISION

<b>File #:</b> 23-0064	<b>Date Received:</b> 03/14/2023 <b>R&amp;B Review Received:</b> 04/12/2023	<b>Date Issued:</b> 4/12/23
<b>File Type:</b> Parcel Division, Simple		

**APPLICATION INFORMATION:**

Applicant/Landowner: City of Bonners Ferry		
Site Address: TBD Canyon View Road; TBD Eileen Road	Acreage: 281+ acres	Zone: Ag/Forestry
RPs#: RP62N02E112410A	Legal Description: W2 in SEC 11 T62N R2E	

**ADMINISTRATIVE DETERMINATION**

<b>Description of Permit</b>	A division of 281+ acres into 2 parcels creating a 13 ½ acre parcel and a 267 ½ acre remainder parcel. (The remainder is greater than 20 acres, and may be labeled as a “remainder” on the final Record of Survey.)		
<b>Zoning Requirements</b>	Minimum Density: 10 acres. (Section 15.9.1.) Simple Division shall meet minimum zoning requirements, create no more than 4 parcels; must have approved approach from highway or county; shall complete the record of survey requirements of Sections 20.8 and 20.4.2. Further divisions are regulated by Section 20.4.2 of county land use law.		
<b>Consideration</b>	The simple division of land to create 2 parcels, both of which are equal or greater than 10 acres each, meets the minimum zoning district and access requirements. Road & Bridge Co-Superintendent Renee Nelson has signed the application, pursuant to Section 20.6.1 of county zoning and subdivision codes. The Boundary County Treasurer was not required to sign the application because city property does not incur tax debt. Assessor’s Mapper advises the parcel map will be updated subsequent to conveyances being recorded for new properties. Processing may be delayed if conveyance documents are not recorded simultaneously.		
<b>Terms &amp; Conditions</b>	<p>±1. Assessor: There appears to be a sliver of land ( about ½ to 1-acre) in the SW4 that would go along with the approximately 13-acre parcel under the legal description shown and actual acreage would be unknown without a survey.</p> <p>2. Road and Bridge Department:</p> <ul style="list-style-type: none"> <li>• Proposed 13 ½ acre parcel does not have a permitted approach on file. <ul style="list-style-type: none"> <li>○ Any future improvements to proposed parcel will require an approach permit with Road &amp; Bridge to be completed and constructed to current standards at that time.</li> </ul> </li> <li>• Proposed remainder parcel is to be accessed from Canyon View Road, per applicant. No access requested from Eileen Road.</li> </ul> <p>3. Panhandle Health District: PHD does not have a sewage disposal application for parcel RP62N02E112410A. It is unknown what is and is not approvable here. Any dwelling construction that creates new or increases wastewater flows must have an approved location for the wastewater. Any request for sanitary restrictions to be lifted for a land development must have a land application submitted and evaluation done by PHD.</p> <p>4. A final record of survey shall be filed prior to conveyance of any parcels, pursuant to Section 20.8 of Ordinance 9B18LOV2.</p> <p>5. This permit shall expire unless conveyance document with the property’s legal description has been recorded with the Boundary County Recorder within 2 years of the date of approval herein. (Section 20.9)</p>		
<b>Agency Inspections &amp; Approvals</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <input type="checkbox"/>Septic Permit, Panhandle Health (208) 267-5558  <input type="checkbox"/>Wells, ID Dept. of Water Resources (208) 762-2800  <input type="checkbox"/>Plumbing, ID Div. of Building Safety (800) 955-3044  <input type="checkbox"/>Mechanical, ID Div. of Building Safety (800) 955-3044 </td> <td style="width: 50%; border: none; vertical-align: top;"> <input type="checkbox"/>Electrical, ID Div. of Building Safety (800) 955-3044  <input type="checkbox"/>Wetland/Waterway Joint Development Permit, USACE (208) 765-7237  <input checked="" type="checkbox"/> Road &amp; Bridge approval for approach permits for future accesses not covered by current permits. </td> </tr> </table>	<input type="checkbox"/> Septic Permit, Panhandle Health (208) 267-5558 <input type="checkbox"/> Wells, ID Dept. of Water Resources (208) 762-2800 <input type="checkbox"/> Plumbing, ID Div. of Building Safety (800) 955-3044 <input type="checkbox"/> Mechanical, ID Div. of Building Safety (800) 955-3044	<input type="checkbox"/> Electrical, ID Div. of Building Safety (800) 955-3044 <input type="checkbox"/> Wetland/Waterway Joint Development Permit, USACE (208) 765-7237 <input checked="" type="checkbox"/> Road & Bridge approval for approach permits for future accesses not covered by current permits.
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<b>Administrative Decision</b>	<p>This permit is hereby <input checked="" type="checkbox"/> <b>APPROVED</b></p> <p>This certifies that the application is in conformance with the provisions of Boundary County Subdivision and Zoning Ordinance 9B18LOV2. This permit authorizes the applicant to develop the parcel(s) identified above, as specified in the Planning and Zoning record for this file, subject to the specified terms and conditions.</p> <p>Rights of appeal: The administrative decision is subject to the right of appeals to the Board of County Commissioners, pursuant to Section 3.8.1 of the Subdivision and Zoning Code.</p> <p style="text-align: right;">Zoning Administrator</p>		



# CITY OF BONNERS FERRY

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

## JOB ANNOUNCEMENT: WATER/WASTEWATER TREATMENT OPERATOR I/II

<b>SALARY:</b>	Depends on Qualifications
<b>SERVICE GROUP:</b>	Water & Wastewater Systems
<b>OPENING DATE:</b>	4/10/2023
<b>CLOSING DATE:</b>	Continuous- Opened Until Filled
<b>JOB SUMMARY:</b>	
<p>The City of Bonners Ferry is accepting applications for a Utility Operator to join our water and sewer utility team. This is a full-time position with benefits. The position as Water or Wastewater Operator Class I (or higher) license is preferred, with salary based on experience and level of licensure as shown in the chart below. Position is open until filled. First review of applications will take place the week of May 24th.</p>	

LICENSES	MINIMUM STARTING RANGE	MAXIMUM STARTING RANGE**
Operator in Training	\$19.00/HR.	\$25.00/HR.
LEVEL I	\$20.50/HR.	\$26.50/HR.
LEVEL II	\$21.00/HR.	\$28.00/HR.
LEVEL III	\$21.50/HR.	\$28.50/HR.
** Based relevant working experience upon hire		

The principal function of an employee in this class is to perform skilled operations and maintenance work in the wastewater collection and treatment systems as well as be available to assist in the water distribution and treatment systems where needed, as well as other areas as directed. This position operates a variety of equipment to maintain the city water and sewer systems, including but not limited to the following: reading gauges and meters; troubleshooting mechanical systems; responding to service calls; maintaining inventory; and ensuring equipment is repaired and in proper working condition. The Utility Operator reports directly to the Utilities Superintendent but is granted some leeway for independent judgment and initiative.

The principal duties of this class are performed in enclosed spaces or an outdoor environment and may include working in adverse weather conditions and hazards involving the use of power tools and equipment and working in traffic areas. An employee in this class will be assigned to wastewater collection, however, this position will be required to assist with water distribution and treatment and some street department tasks as directed, such as snow removal.

### **REPRESENTATIVE DUTIES**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

1. Perform assigned treatment plant rounds; inspect, monitor, troubleshoot, performance test and document plant processes by reading plant equipment gauges, dials, graphs, online analyzers, computer screens, meters, SCADA systems and other instrumentation.
2. Operate and adjust treatment plant pumps, motors, feeders and other equipment to maintain appropriate plant operations.
3. Maintain, compile and update plant operations logs and reports;
4. Mix and add treatment chemicals; install and replace chlorine and dichlorination chemicals; ensure adequate chemical application according to regulations and guidelines;
5. Install, maintain, repair, modify, troubleshoot and service plant operations machinery and equipment including pumps, valves, motors, meters, tanks, reservoirs, feeders, and online analyzers; change lubrications;
6. Collect and document liquid and solid samples and perform a variety of routine water quality laboratory tests; work closely with the laboratory on testing processes; monitor laboratory results; collect water samples as required by the State of Idaho.
7. Perform general plant facility maintenance such as cleaning, painting and repairing plant facilities; perform various grounds maintenance duties as required.
8. Operate a variety of heavy equipment including backhoes, loaders, scrapers, rotovators, forklifts, dump trucks, truck-mounted sludge/compost mixers, and tractor trailer combinations; assist in unloading chemicals as necessary.
9. As assigned, participate in a variety of special projects such as construction of piping, electrical, and structural systems related to assigned work area.
10. Participate in the development of goals and procedures for water or wastewater treatment activities; gather and analyze data; develop a variety of reports.
11. Work with a variety of vendors, outside contractors and the general public on water or wastewater activities; answer questions and resolve conflicts.
12. Perform related duties as required, in addition to the above duties.

## **ACCEPTABLE TRAINING AND EXPERIENCE:**

### Education and Experience:

- High School Diploma or equivalent; and
- Experience in operating and maintaining light and heavy equipment and a variety of power and hand tools in a heavy construction environment; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work of a Utility Operator.

### Licenses and Certifications

- Valid Driver's License; Class A CDL with air brake and tanker endorsement is preferred or must be obtained within 6 months of hire.
- Class I Wastewater Collection Operator Licensure from the Idaho Board of Drinking Water and Wastewater Professionals or the ability to obtain Class I Wastewater Distribution licensure through endorsement from the Idaho Board of Water and Wastewater Professionals within 12 months of hire.



# *Local Option for Local Services*

The City of Bonners Ferry will have a 1% local option tax on the May 16, 2023 election ballot

- The revenue will be used to pay for critical services such as police, fire, street maintenance, and snow removal.
- If the ballot measure fails, the city will have to cut about \$480,000 from its general fund budget, including police, fire, parks, and streets.
- The amount of the tax is 1%, levied on taxable sales inside the City of Bonners Ferry. Sales over \$1,000 in one transaction are exempt.
- Eligible voters that live within the Bonners Ferry city limits can vote in the election - must be approved by 60% of voters.

For More Information Visit:

[www.BonnersFerry.id.gov](http://www.BonnersFerry.id.gov)



# *Local Option for Local Services*



## *This Local Option Tax Will Maintain Our Critical Services*

The City of Bonners Ferry will have  
a 1% local option tax on the  
May 16 ballot.

Vote early at the Boundary County  
Courthouse from 9 am to 5 pm  
April 19 to May 12

or

Vote at your normal polling place  
from 8 am to 8 pm on May 16

Paid for by  
The City of Bonners Ferry  
PO Box 149  
Bonners Ferry, ID 83805



**CITY OF BONNERS FERRY, IDAHO RESOLUTION NO. 2023-010**

**ADOPTING A COMPREHENSIVE PLAN AND FUTURE LAND USE MAP**

**AND REPEALING ALL PREVIOUS MAPS AND PLANS  
FILE #AM19-23**

**A RESOLUTION OF THE CITY COUNCIL OF BONNERS FERRY, IDAHO, PROVIDING FOR THE ADOPTION OF A NEW COMPREHENSIVE PLAN (PLAN) AND FUTURE LAND USE MAP (MAP) IN COMPLIANCE WITH THE PROVISIONS OF IDAHO CODE §67-6508 AND THE PROCEDURES OF IDAHO CODE §67-6509, AND PROVIDING FOR THE REPEAL OF ALL PREVIOUS COMPREHENSIVE PLANS AND FUTURE LAND USE MAPS, AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Bonners Ferry, Idaho (“City”) is required by the Idaho Local Land Use Planning Act (LLUPA) to conduct a comprehensive planning process to implement, review, and update a comprehensive plan, pursuant to Idaho Code §67-6508; and

**WHEREAS**, the City previously adopted a Plan and Map in 2006, updated the Plan and Map in 2012, and approved various Future Land Use Map amendments over the past decade; and

**WHEREAS**, the City desires to update its Plan and Map to reflect community trends and visions and to include newer components required by LLUPA and to include community determinants of health in its review and policy statements; and

**WHEREAS**, the City participated in community surveys, conducted several public workshops and open houses, and sought public comments prior to the public hearings through several outreach efforts, and provided informal and official public notices prior to the Planning and Zoning and City Council public hearings; and

**WHEREAS**, the Bonners Ferry Planning and Zoning Commission held a duly noticed public hearing on March 1, 2023, in accord with the procedures of the LLUPA, Title 67, Chapter 65, Idaho Code, and local code and recommended to the City Council approval of the Map and Plan with minor amendments; and

**WHEREAS**, the City Council conducted a duly noticed public hearing April 18, 2023, in compliance with the procedures of LLUPA, at which time the City Council presented the proposed Plan and Map and invited public comments.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and City Council of the City of Bonners Ferry, Idaho, as follows:



**Section 1: Adoption of the Plan**

The Bonners Ferry City Council and Mayor hereby adopt as the comprehensive plan of the City of Bonners Ferry the attached Plan, titled “City of Bonners Ferry, Idaho Comprehensive Plan,” dated April 18, 2023, and containing the required elements of Idaho Code §67-6508. A copy of the adopted plan shall be kept on file with the City Clerk.

**Section 2: Adoption of the Map**

The Bonners Ferry City Council and Mayor hereby adopt as the future land use map the document titled “City of Bonners Ferry, Idaho, Future Land Use Map,” dated April 18, 2023. The full-sized map bearing the signatures of the Mayor and City Clerk identifying it as the official projected land use map shall be kept on file with the City Clerk. A reduced copy of the Map is attached to this adopting resolution.

**Section 3: Effective Date**

The Map and Plan shall be effective upon the adoption of this resolution by the City Council and Mayor.

**Section 4: Repealers**

The 2006 Plan and Comprehensive Plan Future Land Use Map and any previously adopted comprehensive plans and future land use maps are hereby repealed.

This Resolution is hereby ADOPTED and made EFFECTIVE by the City of Bonners Ferry this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

CITY OF BONNERS FERRY, IDAHO

BY: \_\_\_\_\_  
James R. “Dick” Staples, Mayor

Attest:

\_\_\_\_\_  
Deborah Garcia, Clerk, City of Bonners Ferry



# MEMO

CITY OF BONNERS FERRY  
OFFICE OF THE CITY ADMINISTRATOR

---

**TO:** Mayor and City Council  
**FROM:** Lisa Ailport, City Administrator  
**DATE:** April 13, 2023  
**RE:** **Joint Meeting with County Commissioners**

---

The County Commissioners are requesting a joint meeting between the cities and the county to discuss regional issues that we all face. The meeting date is set for **April 24, 2023 at the Memorial Hall at the Boundary County Fairgrounds.**

Ahead of the meeting, they have asked for a list of items to discuss. We have sent them the following list:

BCATT - regarding regional transportation
Comprehensive Plan - Long Range Planning
Area of City Impact discussion
Riverside Road Improvements
SPOT Bus

If approved by the council, staff would need to post an agenda for a special meeting within 48 hours of the meeting to meet the requirements of the Open Meeting Act. Staff generally uses this as business days, which means we would have to post the agenda no later than Thursday, April 20<sup>th</sup> for the Monday, April 24<sup>th</sup> meeting.

The draft agenda is included with this memo.

If supported, a motion to hold a special council meeting on April 24, 2023 at 6:00pm at the Memorial Hall, at the Boundary County Fairgrounds and to direct staff to post an agenda for notice of the meeting, is required.

**AGENDA**  
**SPECIAL CITY COUNCIL MEETING**  
**MEMORIAL HALL, BOUNDARY COUNTY FAIR GROUNDS**  
**April 24, 2023**  
**6:00 pm**

**NEW BUSINESS**

**1. JOINT COUNTY CITY MEETING TO DISCUSS REGIONAL ISSUES WITH BOUNDARY COUNTY COMMISSIONERS AND CITY OF MOYIE SPRINGS {Discussion only}:**

Items up for discussion may include, but are not limited to the following list:

- a.** Spot Bus
- b.** Area of City Impact
- c.** Regional Transportation issues
- d.** Riverside Road improvements
- e.** City Comprehensive Plan Update

**ADJOURNMENT**



# MEMO

CITY OF BONNERS FERRY  
OFFICE OF THE CITY ADMINISTRATOR

---

**TO:** Mayor and City Council  
**FROM:** Lisa Ailport, City Administrator  
**DATE:** April 13, 2023  
**RE:** **Set Date for FY 2024 Budget Hearing**

---

In accordance with Idaho Code §63-802A, “Not later than April 30 of each year, each taxing district shall set and notify the county clerk of the date and location set for the budget hearing of the district.”

After careful consideration and review of the calendar, staff proposes that the date of the FY budget hearing shall be September 5, 2023. After the appropriation ordinance is adopted, it shall be published at least one time in the paper before October 1, 2023, for us to adopt the budget. September 5<sup>th</sup> date does allow for a continuance to occur for another two weeks before the publication must be sent to the paper.

To meet the intent of the law, a motion to adopt September 5, 2023, as the date of the FY 2024 budget hearing, and to direct staff to provide notification to the County Clerk’s office in accordance with Idaho Code §63-802A, is required.

Please let me know if there are any questions.

Glenda Poston  
Clerk/Auditor/Recorder  
Boundary County Courthouse  
E-mail: [gposton@boundarycountyid.org](mailto:gposton@boundarycountyid.org)



Court 208-267-5504  
Auditor 208-267-2242  
Fax 208-267-7814

**BOUNDARY COUNTY**  
**P. O. Box 419**  
**Bonnors Ferry, ID 83805**

March 17, 2023

TO: All Taxing Districts

In accordance with Idaho Code 63-802A, notice of budget hearings with time and place shall be filed with the County Clerk's office no later than April 30 of each year for each taxing district. If no budget hearing is required, please notify the clerk's office of that as well.

If you have any questions please feel free to contact our office, and as always, your help is greatly appreciated.

Respectfully,

A handwritten signature in blue ink that reads "Cherry Grainger". The signature is written in a cursive style.

Cherry Grainger  
Deputy Clerk/Elections Director



# MEMO

CITY OF BONNERS FERRY  
CITY ENGINEER

---

TO: Mayor and City Council

FROM: Mike Klaus, City Engineer

DATE: April 13, 2023

**RE: Electric – Dam Relicensing and Consultant Services**

---

At a previous council meeting I mentioned that I would bring a recommendation to you for consideration with respect to selecting a consultant for assisting the City with Dam relicensing. While the City could request proposals to select a firm, you do have the option of selecting HDR to complete the work. I recommend that the Council ask HDR to provide a proposed scope and fee for this work. At this point there is no commitment until a scope and fee is approved by Council.

Please contact me with any questions you may have about this recommendation.

Thank you,

Mike



# MEMO

CITY OF BONNERS FERRY  
CITY ENGINEER

---

TO: Mayor and City Council

FROM: Mike Klaus, City Engineer

DATE: April 13, 2023

**RE: Water and Sewer – Hazel Main Extensions**

---

The attached plans to extend water and sewer mains on Hazel Street have been reviewed by City staff. The plans depict short main extensions to serve future water and sewer service connections located below Cemetery Road.

Staff recommends City Council approval of these plans. Please contact me with any questions you may have about this recommendation.

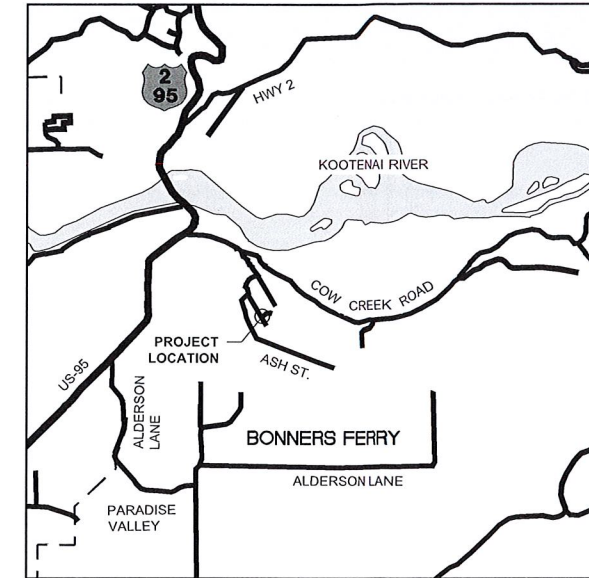
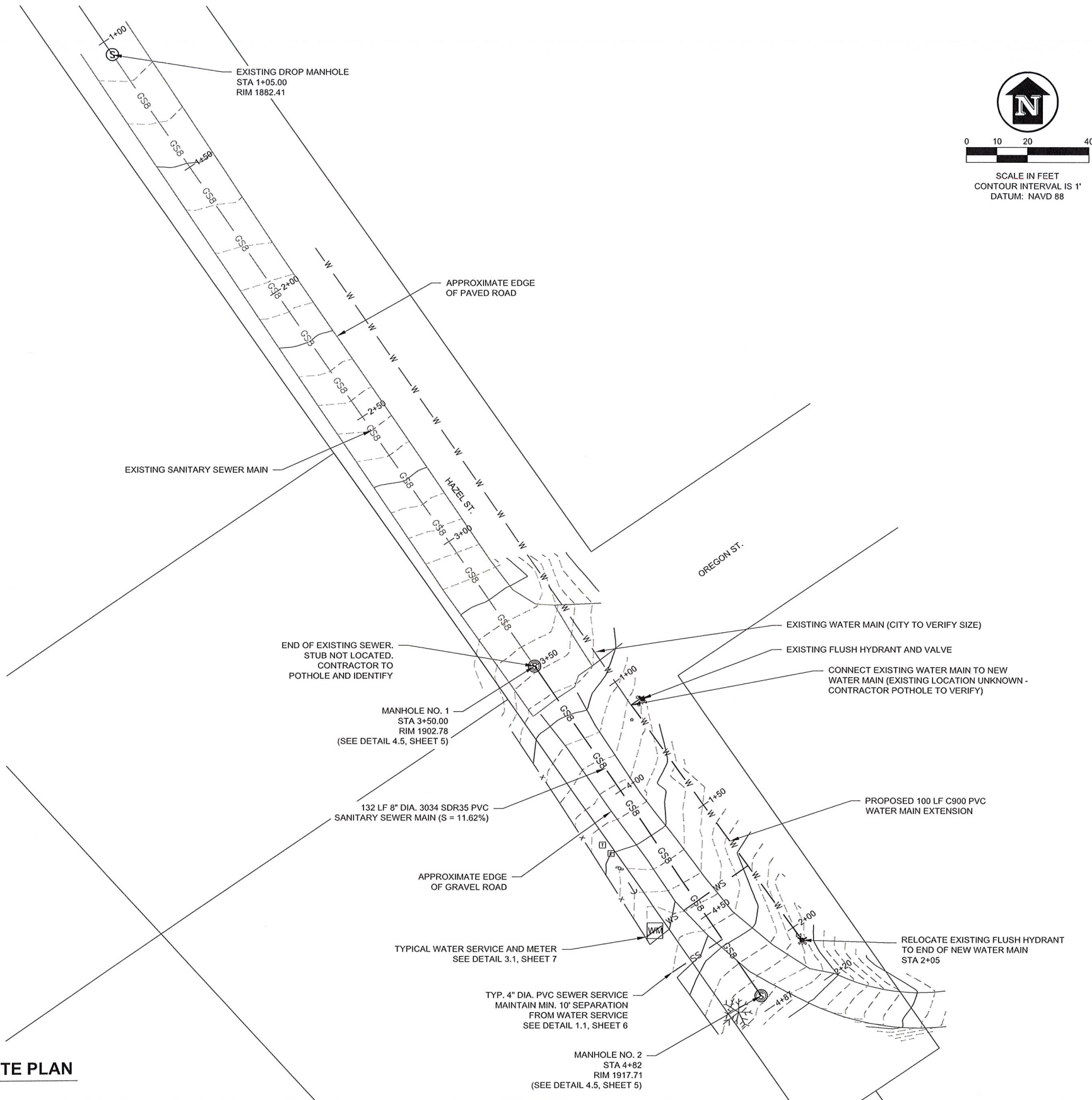
Thank you,

Mike



# HAZEL STREET WATER AND SEWER MAIN EXTENSION

SECTION 26, TOWNSHIP 62 NORTH, RANGE 1 EAST, BOISE MERIDIAN, BOUNDARY COUNTY, IDAHO



VICINITY MAP  
NOT TO SCALE

## DRAWING INDEX

SHEET #	TITLE
1	COVER SHEET AND OVERALL SITE PLAN
2	LEGEND AND PROJECT SPECIFICATIONS
3	SEWER MAIN PROFILE
4	WATER MAIN PROFILE
5	DETAILS
6	DETAILS

**CALL**  
2 WORKING  
DAYS  
**BEFORE**  
**YOU DIG!**

Bonner Boundary One Call  
**811**

### 4.1 OVERALL SITE PLAN

SCALE: N.T.S.



4/4/2023

No.	DATE	REVISION	DRN/CHK

**James A. Sewell and Associates, LLC**  
1319 NORTH DIVISION AVENUE  
SANDPOINT, IDAHO 83864  
(208) 263-4160

SHEET TITLE: COVER SHEET AND OVERALL SITE PLAN  
PROJECT: HAZEL ST. WATER AND SEWER MAIN EXTENSION BONNERS FERRY, IDAHO  
DATE: 12-22-2022  
SCALE: AS SHOWN  
DESIGNED: BSB  
DRAWN: NCF  
CHECKED: BSB  
PROJ NO.: 12276-22-001  
CAD FILE: E-LONBORG

SHEET 1 OF 6



# GENERAL PROJECT SPECIFICATIONS

ALL WORK SHALL CONFORM TO THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION 2020 (ISPCW), AND CITY OF BONNERS FERRY STANDARDS..

# SANITARY SEWER SPECIFICATIONS

GENERAL - CONSTRUCTION OF SEWER SYSTEMS SHALL CONFORM TO THE REQUIREMENTS OF THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (ISPCW), CITY OF BONNERS FERRY, THE IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY AND THE PANHANDLE HEALTH DISTRICT. IN CASE OF CONFLICT BETWEEN AGENCY REQUIREMENTS, THE MORE RESTRICTIVE REQUIREMENT SHALL GOVERN.

PIPE - GRAVITY SEWER PIPE SHALL BE ASTM D-3034 SDR35 SIZED AS SHOWN IN THE DRAWINGS. CONFORM TO SECTION 502 OF THE ISPCW, AND THE MANUFACTURER'S RECOMMENDATIONS. TRENCH SHALL BE COMPLETELY DEWATERED PRIOR TO PIPELINE INSTALLATION. GRAVITY PIPELINE SHALL BE LAID AND MAINTAINED TO THE REQUIRED LINES AND GRADES. VARIANCE FROM ESTABLISHED LINE AND GRADE IN SEWER GRAVITY LINES SHALL NOT BE GREATER THAN 1/32" PER INCH DIAMETER, NOT TO EXCEED 1/2", PROVIDED THAT SUCH VARIATION DOES NOT RESULT IN A LEVEL OR REVERSE SLOPING INVERT.

PIPE BEDDING - PIPE BEDDING SHALL CONFORM TO ISPCW SECTION 305. INSTALL TYPE I BEDDING FOR AREA WITHIN 4 INCHES BELOW AND 6 INCHES ABOVE THE PIPE ACCORDING TO A CLASS A-1 BEDDING SYSTEM. CHIPS MAY BE AN ACCEPTABLE ALTERNATIVE MATERIAL AS APPROVED BY ENGINEER. CONTRACTOR TO PROVIDE SAMPLE.

TRENCH EXCAVATION - TRENCH EXCAVATION SHALL CONFORM TO ISPCW SECTION 301. WHEN ORGANIC OR FROZEN MATERIAL, BOULDERS, SOFT OR UNSTABLE MATERIAL, WHICH WILL NOT UNIFORMLY SUPPORT THE PIPE, IS ENCOUNTERED, SUCH MATERIAL SHALL BE EXCAVATED TO AN ADDITIONAL DEPTH AS DIRECTED BY THE ENGINEER, AT THE CONTRACTOR'S EXPENSE, AND BACKFILLED WITH TYPE II BEDDING MATERIAL AS DESCRIBED IN ISPCW SECTION 305.

TRENCH BACKFILL - TRENCH BACKFILL SHALL COMPLY WITH ISPCW SECTION 306. NATIVE BACKFILL MUST BE APPROVED BY THE ENGINEER PRIOR TO PLACEMENT. MATERIAL MUST BE COMPACTED TO 95% RELATIVE DENSITY. IMPORTED BACKFILL SHALL BE TYPE-2 PER ISPCW SECTION 802.

TESTING - AFTER INSTALLATION, THE SEWER MAINS SHALL BE TESTED IN ACCORDANCE WITH ISPCW 501.3.4. THE SEWER SERVICES SHALL BE TESTED IN ACCORDANCE WITH ISPCW 504.3.8. THE ENGINEER SHALL BE PRESENT DURING ALL TESTING.

# WATER SPECIFICATIONS

GENERAL - CONSTRUCTION OF WATER SYSTEMS SHALL CONFORM TO THE REQUIREMENTS OF THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION (ISPCW), CITY OF BONNERS FERRY, THE IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY AND THE PANHANDLE HEALTH DISTRICT. IN CASE OF CONFLICT BETWEEN AGENCY REQUIREMENTS, THE MORE RESTRICTIVE REQUIREMENT SHALL GOVERN.

MATERIALS - ALL COMPONENTS AND MATERIALS COMING IN CONTACT WITH DRINKING WATER MUST MEET ANSIS/NSF 61 REQUIREMENTS.

WATER MAINS - CONFORM TO ISPCW SECTION 401 AND MANUFACTURER'S RECOMMENDATION. WATER LINE SHALL BE PVC AWWA C900, DR 18, 235 PSI. ALL MJ FITTINGS SHALL INCLUDE ROMAC GRIP RING ASSEMBLY KIT.

WATER SERVICES - CONFORM TO ISPCW SECTION 404 AND MANUFACTURER'S RECOMMENDATION. WATER LINE SHALL BE AWWA C901, 200PSI HIGH DENSITY POLYETHYLENE PIPE. THE PIPE SHALL BE INSTALLED IN ONE PIECE, SOLVENT WELDS NOT ACCEPTABLE. MINIMUM COVER OVER THE TOP OF PIPE SHALL BE 5 FEET IN ALL LOCATIONS. WHERE PIPE ENTERS THE RESIDENCE IT SHALL RUN UNDER THE FOUNDATION OR THROUGH SLEEVED OPENING IN FOUNDATION WALL. ALL PIPE FITTINGS SHALL BE BRASS. BRASS COMPRESSION COUPLINGS SHALL BE INSTALLED AT THE EACH END OF THE WATERLINE.

WATER METERS SHALL NOT BE LOCATED IN LOW AREAS AND THE FINISH GRADE AROUND METER BOX LIDS SHALL BE GRADED TO CONVEY SURFACE WATER AWAY FROM THE METER. WATER SERVICES SHALL HAVE A MIN. 10' SEPARATION FROM SEWER SERVICES AND A MIN. 25' FROM SEWER PUMP STATIONS. AS-BUILT WATER SERVICE LOCATIONS SHALL BE DOCUMENTED BY THE CONTRACTOR AND PROVIDED TO THE ENGINEER.

VALVES - GATE VALVES SHALL BE RESILIENT SEATED MEETING ISPCW 402.2.2. CURB VALVES FOR WATER SERVICES SHALL BE MCDONALD, BRASS.

WATER METER - BADGER RECORDALL MODEL M70, LOCATED IN A METER PIT ADJACENT TO THE CURB STOP, WITH A DUAL CHECK VALVE ASSEMBLY. THE METER SHALL BE INSTALLED IN A LOCATION PROTECTED FROM FREEZING. WATER METER ASSEMBLY (COIL PIT SET OR COPPER METER SETTER) SHALL BE PROVIDED AND INSTALLED BY THE CONTRACTOR. WATER METERS SHALL BE PROVIDED AND INSTALLED BY THE CITY UPON APPLICATION FOR SERVICE AND PAYMENT OF ASSOCIATED FEES.

DISINFECTION - DISINFECT ALL MAINS AND SERVICE LINES IN ACCORDANCE WITH ISPCW SECTION 401 AND ANSII/WWA C 651.

TESTING - AFTER COMPLETION, WATER MAINS AND WATER SERVICES SHALL BE TESTED IN ACCORDANCE WITH ISPCW SECTION 401.

PIPE BEDDING - PIPE BEDDING SHALL CONFORM TO ISPCW SECTION 305. USE TYPE I OR TYPE III BEDDING FOR AREA WITHIN 4 INCHES BELOW AND 6 INCHES ABOVE THE PIPE.

TRENCH BACKFILL - TRENCH BACKFILL SHALL COMPLY WITH ISPCW SECTION 306.

# LEGEND

	PROPERTY LINE (THIS PROJECT)
	EASEMENT
	EXISTING CONTOUR
	PROPOSED CONTOUR
	FINISHED GRADE ELEVATION
	FINISHED GRADE SLOPE
	EXISTING ASPHALT
	EXISTING CURB AND GUTTER
	EXISTING FENCE
	EXISTING 2" WATER LINE
	EXISTING 8" WATER MAIN
	EXISTING 12" DIA. WATER MAIN
	EXISTING GATE VALVE
	EXISTING WATER METER
	EXISTING HYDRANT
	EXISTING WATER SPIGOT
	EXISTING SANITARY SEWER MAIN
	EXISTING SEWER MANHOLE
	EXISTING TREE
	EXISTING BUSH
	EXISTING STORM DRAIN PIPE
	EXISTING STORM INLET (GRATED LID)
	EXISTING STORM MANHOLE (SOLID LID)
	EXISTING AERIAL ELECTRIC
	EXISTING UTILITY POLE
	EXISTING GUY WIRE
	EXISTING TELEPHONE PEDESTAL
	EXISTING GAS VALVE
	EXISTING GAS
	EXISTING TELEPHONE
	PROPOSED CONCRETE
	PROPOSED ASPHALT
	PROPOSED SWALE
	PROPOSED BUILDING
	PROPOSED CURB AND GUTTER
	PROPOSED DITCH INVERT
	PROPOSED 8" DIA. WATER MAIN
	PROPOSED WATER SERVICE
	PROPOSED GATE VALVE
	PROPOSED WATER METER
	PROPOSED HYDRANT
	PROPOSED 8" DIA. SANITARY SEWER MAIN
	PROPOSED PRESSURE SANITARY SEWER SERVICE
	PROPOSED 8" DIA. SANITARY SEWER MAIN
	PROPOSED SANITARY SEWER SERVICE
	PROPOSED SEWER MANHOLE
	PROPOSED 8" DIA. STORM DRAIN PIPE
	PROPOSED 12" DIA. STORM DRAIN PIPE
	PROPOSED STORM INLET (GRATED LID)
	PROPOSED STORM MANHOLE (SOLID LID)
	PROPOSED GAS
	PROPOSED TELEPHONE
	PROPOSED BURIED ELECTRIC
	ELECTRICAL TRANSFORMER
	ELECTRICAL HAND HOLE
	FOUND SURVEY MONUMENT/MARKER



4/4/2023

No.	DATE	REVISION	DRN/CHK

**James A. Sewell and Associates, LLC**  
 1319 NORTH DIVISION AVENUE  
 SANDPOINT, IDAHO 83864  
 (208) 263-4160

SHEET TITLE: **LEGEND AND PROJECT SPECIFICATION**  
 PROJECT: **HAZEL ST. WATER AND SEWER MAIN EXTENSION BONNERS FERRY, IDAHO**  
 DATE: 12-22-2022  
 SCALE: AS SHOWN  
 DESIGNED: BSB  
 DRAWN: NCF  
 CHECKED: BSB  
 PROJ NO: 12276-22-001  
 CAD FILE: E-LONBORG

SHEET 2 OF 6



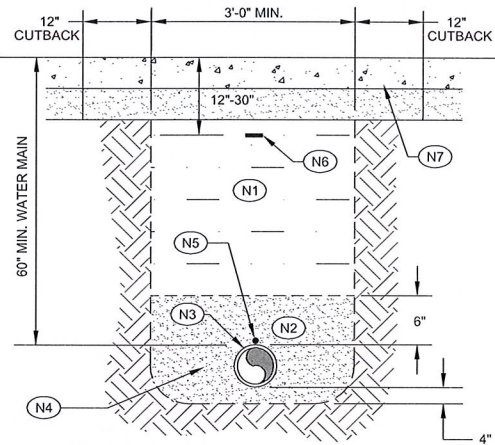






- (N1) IMPORTED TYPE-2 AGGREGATE BACKFILL. NATIVE MATERIAL MAY BE USED WHEN DEEMED SUITABLE BY ENGINEER PER ISPCW 306.2.3. COMPACT TO 90% STD. PROCTOR IN OPEN GROUND AND 95% UNDER ROADWAYS AND DRIVEWAYS
- (N2) IN ROCK EXCAVATION, 12" ABOVE AND 6" BELOW PIPE SHALL BE BEDDED W/SAND
- (N3) BURIED PIPELINE
- (N4) AREA WITHIN 4" BELOW SEWER MAIN AND 6" ABOVE SEWER MAIN SHALL BE BEDDED WITH 3/4" MINUS CRUSHED AGGREGATE. WATER MAIN SHALL BE BEDDED WITH 3/4" MINUS CRUSHED AGGREGATE OR SAND AND COMPACTED TO 95% STD. PROCTOR
- (N5) INSTALL LOCATING WIRE 12 GA. COPPER WITH INSULATION. RUN WIRE UP VALVE AND METER BOXES & WRAP TWICE AROUND TOP OF BOXES.
- (N6) METALLIC LOCATOR TAPE
- (N7) SURFACE REPAIR MATCH EXISTING EXTEND 12" BEYOND TRENCH EACH SIDE. MINIMUM SECTION 4" OF BASE ROCK AND 2.5" OF HMA PAVEMENT.

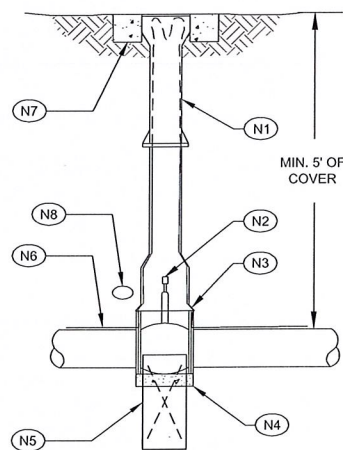
NOTE: TRENCH SIDE WALLS SHALL BE SLOPED AND/OR BRACED TO PROTECT WORKERS, ADJACENT PROPERTY, AND THE WORK.



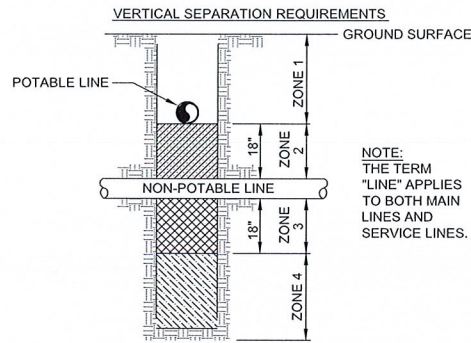
**2.1 PIPELINE TRENCH**  
SCALE: NOT TO SCALE

- (N1) CAST IRON VALVE BOX (I.F.C.O. No. 3-C, No. 923-R-(A OR B) BOX AND No. 923-(A,B,C OR D) EXTENSION PIPE
- (N2) 2" OPERATOR NUT
- (N3) RESILIENT SEAT GATE VALVE, ENDS AS REQUIRED.
- (N4) 8" X 8" X 2" CONC. BLOCK (4" AND SMALLER GATE VALVE)
- (N5) CONCRETE THRUST BLOCK W/#4 REBAR STRAPS (6" AND LARGER GATE VALVE). THRUST BLOCK TO BE SIZED IN ACCORDANCE WITH ETS AND ELBOWS OF THRUST BLOCK TABLE.
- (N6) 12 GA. TONING WIRE FOR TRACING PURPOSES; LOOPED UP VALVE BOX
- (N7) 18" DIA. X 4" THICK CONCRETE COLLAR AROUND VALVE WHERE LOCATED IN A/C PAVEMENT
- (N8) 3M MID RANGE LOCATE MARKER #1257 (TYP. ALL WATER MAIN VALVES)

NOTE: THRUST BLOCK NOT REQUIRED WHEN VALVE IS BOLTED TO A THRUST PREVENTED FITTING.



**4.1 TYPICAL GATE VALVE**  
SCALE: NOT TO SCALE



NOTE: THE TERM "LINE" APPLIES TO BOTH MAIN LINES AND SERVICE LINES.

ZONE 1: A). POTABLE WATER AND NON-POTABLE MAINS AND SERVICE LINES MUST BE SEPARATED BY AT LEAST 18 INCHES, AND B). ONE FULL, UNCUT LENGTH OF NON-POTABLE PIPE MUST BE CENTERED ON THE CROSSING SO THAT THE JOINTS ARE AS FAR AS POSSIBLE FROM THE CROSSING.

ZONE 2: POTABLE LINE <18" OVER TOP OF NON-POTABLE LINE.

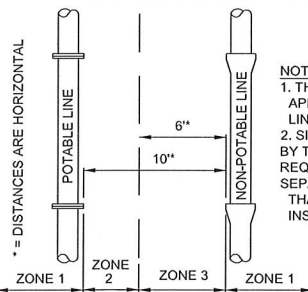
A). ONE FULL, UNCUT LENGTH OF NON-POTABLE WATER PIPE MUST BE CENTERED ON THE CROSSING SO THAT THE JOINTS ARE AS FAR AS POSSIBLE FROM THE NON-POTABLE LINE, AND EITHER B). NON-POTABLE LINE MUST BE CONSTRUCTED TO POTABLE WATER PIPE STANDARDS AND PRESSURE TESTED FOR WATER TIGHTNESS FOR A HORIZONTAL DISTANCE OF 10 FEET ON BOTH SIDES OF THE CROSSING, OR C). NON-POTABLE OR POTABLE LINE MUST BE CASED IN A LARGER DIAMETER CARRIER PIPE FOR A HORIZONTAL DISTANCE OF 10 FEET ON BOTH SIDES OF THE CROSSING, WITH NO JOINTS.

ZONE 3: SAME REQUIREMENTS AS ZONE 2 EXCEPT THE NON-POTABLE LINE MUST ALSO BE SUPPORTED ABOVE THE CROSSING TO PREVENT SETTLING.

ZONE 4: SAME REQUIREMENTS AS ZONE 1 EXCEPT THE NON-POTABLE LINE MUST ALSO BE SUPPORTED ABOVE THE CROSSING TO PREVENT SETTLING.

SEWAGE FORCE MAINS SHALL HAVE AT LEAST EIGHTEEN INCHES OF CLEARANCE FROM POTABLE WATER MAINS AND ZONE 2 AND 3 PLACEMENTS ARE PROHIBITED. SEPARATION REQUIREMENTS ALSO APPLY TO POTABLE AND NON-POTABLE SERVICE LINES CONTROLLED BY THE SYSTEM OWNER AND EXTENDING TO THE PROPERTY LINE, SERVICE METER, OR CLEANOUT. REFER TO IDAPA 58.01.08.542.07: IDAHO RULES FOR PUBLIC DRINKING WATER SYSTEMS AND IDAPA 58.01.16.430.0: IDAHO WASTEWATER RULES.

**HORIZONTAL SEPARATION REQUIREMENTS**



NOTES:  
1. THE TERM "LINE" APPLIES TO BOTH MAIN LINES AND SERVICE LINES.  
2. SITE SPECIFIC APPROVAL BY THE DEPARTMENT IS REQUIRED BEFORE SEPARATION LESS THAN 6 FEET (ZONE 3) IS INSTALLED.

ZONE 1: MORE THAN 10 FEET APART:  
A). NO SPECIAL REQUIREMENTS.

ZONE 2: FROM 6 TO 10 FEET APART:  
A). NO SPECIAL REQUIREMENTS FOR SERVICE LINES.  
B). POTABLE AND NON-POTABLE MAINS SEPARATED BY AT LEAST 6 FEET AT OUTSIDE WALLS, AND  
C). POTABLE MAINS HIGHER IN ELEVATION THAN THE NON-POTABLE MAINS, AND  
D). NON-POTABLE MAINS CONSTRUCTED WITH POTABLE WATER CLASS PIPE AND PRESSURE TESTED FOR WATER-TIGHTNESS.

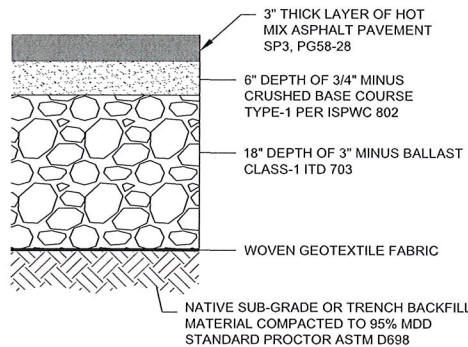
ZONE 3: CLOSER THAN 6 FEET APART:  
A). FOR MAINS AND SERVICES, DESIGN ENGINEER TO SUBMIT DATA TO DEPARTMENT FOR REVIEW AND APPROVAL THAT THIS INSTALLATION WILL PROTECT PUBLIC HEALTH AND ENVIRONMENT AND NON-POTABLE LINE CONSTRUCTED WITH POTABLE WATER CLASS PIPE.

FOR DETAILS REFER TO IDAPA 58.01.08.542.07: IDAHO RULES FOR PUBLIC DRINKING WATER SYSTEMS OR IDAPA 58.01.16.430.0: IDAHO WASTEWATER RULES.

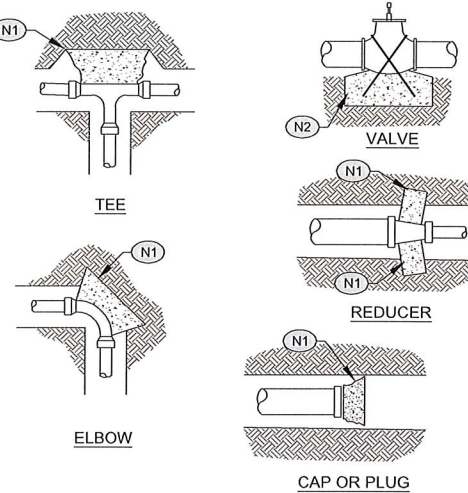
SEWAGE FORCE MAINS SHALL HAVE AT LEAST TEN FEET OF HORIZONTAL SEPARATION FROM POTABLE MAINS - ZONE 2 AND ZONE 3 PLACEMENTS ARE PROHIBITED.

HORIZONTAL SEPARATION REQUIREMENTS ALSO APPLY TO POTABLE AND NON-POTABLE SERVICE LINES CONTROLLED BY THE SYSTEM OWNER AND EXTENDING THE MAIN LINE TO THE PROPERTY LINE, SERVICE METER, OR CLEANOUT.

**4.2 POTABLE AND NON-POTABLE LINE SEPARATION**  
NOT TO SCALE



**2.3 ASPHALT PAVEMENT SECTION**  
NOT TO SCALE

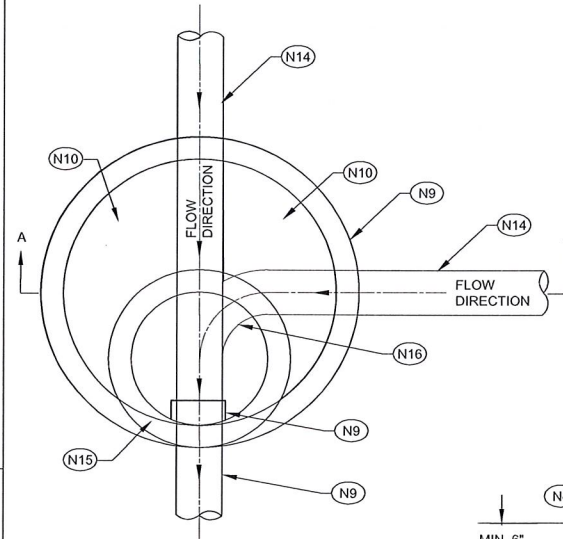


- (N1) 2,500 PSI CONCRETE POURED IN PLACE AGAINST UNDISTURBED EARTH
- (N2) 2,500 PSI CONCRETE POURED IN PLACE AGAINST UNDISTURBED EARTH WITH #4 REBAR ANCHOR RODS

PIPE SIZE	TEE, PLUG OR VALVE	90° BEND*	45° BEND	22.5° OR 11.25° BEND OR REDUCER
3"	0.8	1.1	0.6	0.3
4"	1.4	2.0	1.1	0.6
6"	3.2	4.5	2.4	1.2
8"	5.7	8.0	4.3	2.2
10"	8.8	12.5	6.8	3.4
12"	12.7	18.0	9.7	5.0
14"	17.3	24.5	13.3	6.8
16"	22.6	32.0	17.3	8.8
18"	28.6	40.5	21.9	11.2

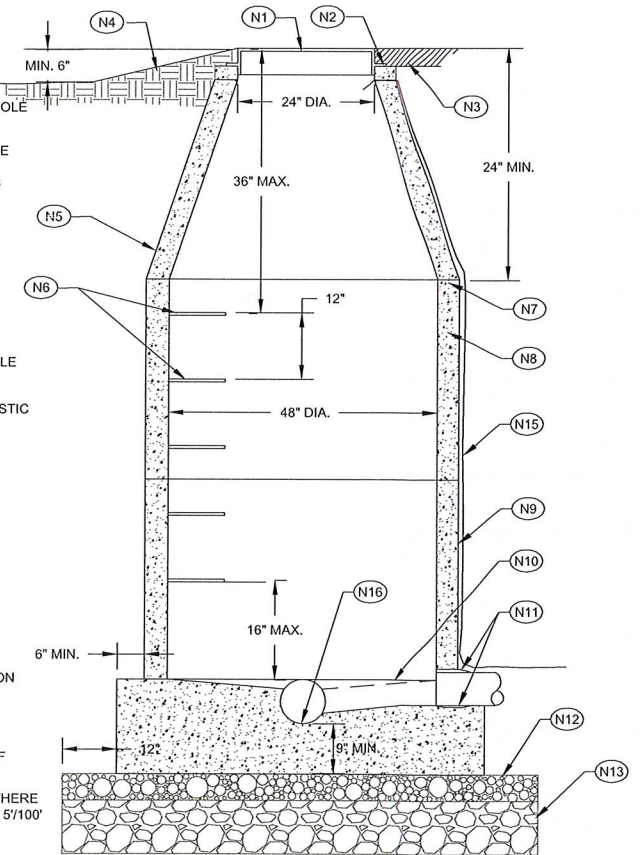
\* OR TEE ACTING AS 90° BEND  
DEPTH OF THRUST BLOCK = 12" FOR PIPE SIZES 3" THROUGH 8"  
= 18" FOR PIPE SIZES 10" THROUGH 18"  
ASSUMED SOIL BEARING CAPACITY = 2,000 PSF  
WORKING PRESSURE RATING = 150 PSI  
SAFETY FACTOR = 1.5

**4.3 THRUST BLOCK**  
NOT TO SCALE



MANHOLES SHALL CONFORM TO SECTION 501 OF THE ISPCW, REINFORCED FOR TRAFFIC LOADS, AND APPROVED BY THE CITY  
MATCH PIPE ANGLES TO THE APPROACH ANGLE OF PIPES IN THE FIELD

- (N1) CITY OF BONNERS FERRY SPECIAL DESIGN SEWER MANHOLE LID 3/4" TO 1/2" MAX BELOW FINISH GRADE PAVEMENT
- (N2) GRADE RINGS SHALL BE GROUTED WATER TIGHT IN PLACE GRADE RINGS SHALL BE 4" MIN. TO 12" MAX. IN HEIGHT RAMNEK OR MASTIC BETWEEN FRAME AND GRADE RINGS
- (N3) PAVEMENT AND ROAD SECTION AROUND COLLAR
- (N4) SLOPE FINISH GRADE AWAY FROM ACCESS LID (WHERE INSTALLED OUTSIDE OF ROADWAY)
- (N5) PRECAST MONOLITHIC CONCENTRIC CONE SECTION
- (N6) EPOXY COATED MANHOLE STEPS PENETRATIONS SHALL BE WRAPPED W/ RAPID SEAL AND GROUTED W/ NON-SHRINK GROUT INSIDE AND OUT HYDRAULIC CEMENT SHALL BE WATERPROOF AND SUTABLE FOR OVERHEAD AND VERTICAL APPLICATIONS
- (N7) ALL JOINTS, RISERS, AND RINGS SHALL BE SEALED W/ MASTIC AND EXTERNAL JOINT WRAP M-860 JK POLYSOURCE (OR APPROVED EQUAL) AND PROPERLY ALIGNED
- (N8) 48" PRECAST CONCRETE MANHOLE BARREL
- (N9) 48" PRECAST MANHOLE BASE WITH CHANNELS
- (N10) SHELF SLOPE SHALL BE 1" PER 1'
- (N11) A-LOK OR KOR-NSEAL COLLAR  
SMOOTH AND LEVEL BEARING SURFACE
- (N12) MIN. 6" OF 3/4" MINUS CRUSHED AGGREGATE COMPACTED TO 95% DENSITY
- (N13) INSTALL 2-1/2" MINUS CRUSHED AGGREGATE STABILIZATION MATERIAL WHERE DEEMED NECESSARY BY ENGINEER
- (N14) 8" DIA. PVC SEWER MAIN
- (N15) PLACE TRACER WIRE ABOVE SEWER MAIN, UP OUTSIDE OF MANHOLE, AND UNDER RISER FRAME
- (N16) CHANNEL SLOPE THROUGH MANHOLE SHALL BE 10'/100' WHERE NEW PIPES ARE CONNECTING. CHANNEL SLOPE SHALL BE 5'/100' WHERE EXISTING SEWER PIPES ARE CONNECTING.



**4.5 MANHOLE DETAIL**  
NOT TO SCALE



11/12/2023

NO.	DATE	REVISION

**James A. Sewell and Associates, LLC**  
1319 NORTH DIVISION AVENUE  
SANDPOINT, IDAHO 83864  
(208) 263-4160

**DETAILS**  
SHEET TITLE: HAZEL ST. WATER AND SEWER MAIN EXTENSION  
PROJECT: BONNERS FERRY, IDAHO  
DATE: 12-22-2022  
SCALE: AS SHOWN  
DRAWN: BSB  
CHECKED: NCF  
PROJ. NO.: 12276-22-001  
CAD FILE: E-LONBORG  
SHEET 5 OF 6







# MEMO

CITY OF BONNERS FERRY  
CITY ENGINEER

---

TO: Mayor and City Council

FROM: Mike Klaus, City Engineer

DATE: April 13, 2023

**RE: Water Treatment Plant – Hardware/Software Installation Proposal**

---

The attached proposal by H2E is to install and update several software and hardware applications within the water treatment plant. Almost all of the software in the plant needs to be updated. The attached plan focuses primarily on the labor involved in software updating and configuration, which is very time consuming.

Staff recommends City Council approval of the proposal from H2E and the attached contract. Please contact me with any questions you may have about this recommendation.

Thank you,

Mike



## Engineering Task Order

<b>Task Name:</b>	<u>FactoryTalk Upgrade</u>	<b>Task #:</b>	<u>23316-01</u>
<b>Client:</b>	<u>City of Bonners Ferry</u>	<b>PSA/Contract:</b>	<u>TBD Pending from City</u>
<b>Attn:</b>	<u>Albert Solt</u>	<b>H2E Contact:</b>	<u>Neil Heckerman</u>
<b>Email:</b>	<u>asolt88@gmail.com</u>	<b>Date:</b>	<u>3/23/23</u>

### Scope of Work to Be Performed:

#### **Background:**

The City of Bonners Ferry has determined the existing HMI software and hardware for the City's Water and Wastewater Systems is in need of being replaced due to age and reliability concerns. The City of Bonners Ferry has requested H2E's support in conducting the upgrade of the HMI and associated software and hardware. Rockwell Automation and Columbia Electric Supply are engaged with City of Bonners Ferry staff in implementing a Service Agreement with Rockwell Automation and obtaining updated Rockwell Automation Software.

#### **Vision For Project**

- City of Bonners Ferry:
  - Enter into Service Agreement with Rockwell Automation to enable receiving the latest Rockwell Software at minimum cost to the City.
  - Provide Hardware for Client and Server
  - Provide Virtual Machine (VM) for H2E's use in developing Software Project
  - Contacting Win911 and obtaining latest version of Win911 software
  - Providing new Dialer Card for Win911
  - No changes to the existing PLC program or control logic.
  - No Logic exists in the current HMI Screens, none to be added with upgrade.
  - Support Parallel Operation of Systems for testing/proving.
  - Provide / Enable Remote Support / Access for H2E.
- Rockwell Automation / Columbia Electric Supply.
  - Support City of Bonners Ferry in implementing Service Agreement.
  - Provide latest Rockwell Software after Service Agreement is finalized.
- Timeline:
  - If the upgrade can be completed in April 2023, then proceed promptly. Otherwise, wait until lower flow demands in fall 2023.
  - H2E believes that parallel operation could allow the upgrade to proceed independent of the flows required; however, we defer to the City on scheduling the upgrade.
- Parallel Operation
  - As practical, operate existing and new systems in parallel until confidence in the new system is obtained.
  - Parallel Operation is often used to test and prove such systems with low risk to plant operations.

#### **H2E Scope of Work:**

Based on conversations between H2E and the City of Bonners Ferry, H2E anticipates the following scope:

1. H2E helped develop the project scope in collaboration with the City.
  - a. H2E participated in an initial meeting where the City, Columbia City Electrical Supply and H2E discussed roles of each party and the current and desired conditions of the system.
  - b. Out of this initial meeting, H2E developed two RFI's. One was sent to the City of Bonners Ferry and another was sent to Columbia Electrical Supply to develop the scope of the project further.
  - c. H2E also conducted a site visit where the scope was further defined and resulted in this Engineering Task Order.
2. FactoryTalk View project upgrade.
  - a. Update existing HMI software project to version 13 of FactoryTalk View from version 7.
  - b. Modify project to run on a server Virtual Machine (VM) provided by City of Bonners Ferry
  - c. Configure Runtime Client to run on Client VM and access HMI software project running on Server VM hosted by the City of Bonners Ferry.



## Engineering Task Order

- d. Alarm migration
  - i. Note: Legacy alarm configuration isn't supported after FTView version 10 and the plan is to move to version 13.
- 3. FactoryTalk Historian migration.
  - a. Migrate existing historian tags to latest version of FactoryTalk Historian.
- 4. Win911 Upgrade (alarm call out software).
  - a. Upgrade Win911 to latest version, after coordination with Win911 by City of Bonners Ferry
  - b. Maintain functionality of current Win911 software.
    - i. Alarm callout list.
    - ii. Users and callout schedule.
  - c. Test new Dialer Card (provided by City of Bonners Ferry) with Win911.
- 5. Commissioning Support
  - a. Develop Site Acceptance Test Procedure.
    - i. HMI Screens.
    - ii. Alarming / Alarm Screen(s).
    - iii. AutoDialer / Win911.
    - iv. Operational Control via PLC Interface.
  - b. Perform simulation of upgraded (Version 13) HMI screens at H2E prior to being onsite.
  - c. Coordination with City of Bonners Ferry for upgrade and implementation.
  - d. Onsite commissioning/deployment – one (1) engineer for two (2) days onsite.

### Schedule:

Upon award, H2E will work with the City of Bonners Ferry to establish a milestone schedule. H2E's role will not take much time to complete. The primary drivers of the overall schedule are as follows:

- Approval/Funding by the City of Bonners Ferry
- Rockwell Automation Service Agreement being implemented, and Rockwell Software being provided to H2E.
- System Hardware (Server and Client) being ready for use by H2E.
- Virtual Machine development by the City of Bonners Ferry

Budget:  Fixed Fee  Time and Expense

H2E has provided an actual cost estimate for the software upgrade and commissioning support.

Proposal Total: **\$19,915**

Rate Type: 2022 Published Rates

### Safety and Quality:

#### Safety:

1. H2E will follow all site-specific training guidelines and complete required site training if H2E personnel are not already compliant.

#### Quality:

1. All documents rendering an engineering opinion or recommendation will be sealed by a Professional Engineer in the State of Idaho.





# Engineering Task Order

## Assumptions, Clarifications, and Limitations:

1. City of Bonners Ferry IT (Brian E):
  - a. Develop VMs to run both Server and Client instances of the software.
  - b. Provide a copy of the Virtual Machines to H2E for HMI development and testing.
  - c. Confirm the new dialer card for Win911 is compatible with new Win911 software.
  - d. Obtain Win911 Latest Software for the project.
2. H2E assumes that XLReporter will be functional after the Operating System and Rockwell Automation software are upgraded and are compatible. As such, H2E has not allocated funding to 'fix' XLReporter.
3. Rockwell Automation / Columbia Electric Supply to provide the software and licenses required to achieve the desired server/client functionality.
4. HMI screens will not be modified or redesigned as a part of this software migration. The intent is to maintain the existing screens as practical as the plant operators are very accustomed to the current layout. No logic exists in the HMI Screens and no logic will be implemented in the new HMI Screens.
5. No PLC Programming changes per the City of Bonners Ferry
6. No additional / new Login Credentials will be implemented. Currently, the Windows Login is used for different access rights: 'Operator' Level and 'Engineering/Manager' Level
7. FactoryTalk HMI conversion tool will be used to bring old FTView screens into version 13.
  - a. H2E will then verify the conversion, as practical in our office.
  - b. H2E anticipates that the conversion will go well. However, if problems are identified in the conversion that are beyond the funding established for this project, H2E will work with the City of Bonners Ferry to resolve such issues.
8. H2E will develop a Site Acceptance Test Procedure for use in testing/proving the new system on site.
  - a. Test Procedure will be submitted to the City of Bonners Ferry for review/comment/approval.
9. H2E has included one engineer on site for up to two days for testing.
  - a. H2E will provide a daily Field Status Report for each day of testing onsite.
10. H2E has included up to four (4x) hours of remote support for addressing any additional or emergent issues with the system.
  - a. Additional Support can be provided at our published rates.

## Approvals:

\_\_\_\_\_  
Authorized Client Rep: Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized H2E Rep: Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
John Delaney, Plant Manager

Printed Name and Title

\_\_\_\_\_  
Neil Heckerman, Project Mgr.

Printed Name and Title

**Thank you for choosing H2E to power your success.**

## INDEPENDENT CONTRACTOR AGREEMENT

AGREEMENT made between City of Bonners Ferry, a political subdivision of the state of Idaho, herein "ENTITY" and H2E Inc. herein "CONTRACTOR",

THE PARTIES AGREE AS FOLLOWS:

1. **CONTRACT:** ENTITY hereby employs CONTRACTOR as an independent contractor to complete and perform the following project and work:

CONTRACTOR agrees to provide all services for the project in accordance with the attached written Engineering Task Order #23316-01. The City will provide software and hardware required for the project.

2. **TIME OF PERFORMANCE AND TERMINATION:** Parties agree that:

CONTRACTOR shall complete the project by November 30, 2023, and within 60 calendar days of beginning the work.

3. **COMPENSATION:** ENTITY agrees to pay CONTRACTOR as compensation:

Total not to exceed \$ 19,915

4. **INDEPENDENT CONTRACTOR:** The parties agree that CONTRACTOR is the independent contractor of ENTITY and in no way an employee or agent of ENTITY and is not entitled to workers compensation or any benefit of employment with the ENTITY. ENTITY shall have no control over the performance of this Agreement by CONTRACTOR or its employees, except to specify the time and place of performance, and the results to be achieved. ENTITY shall have no responsibility for security or protection of CONTRACTOR'S supplies or equipment. CONTRACTOR agrees to pay and be responsible for all taxes due from the compensation received under this contract.

5. **WARRANTY:** CONTRACTOR warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good workmanlike manner. CONTRACTOR acknowledges that it will be liable for any breach of this warranty.

6. **INDEMNIFICATION:** CONTRACTOR agrees to indemnify, defend, and hold harmless ENTITY, and its officers, agents and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property to the extent the claim arises from the negligent acts, omissions, and/or willful misconduct of CONTRACTOR, CONTRACTOR'S agents, employees, or representative under this agreement.

7. **INSURANCE:** CONTRACTOR agrees to obtain and keep in force during its acts under this agreement a comprehensive general liability insurance policy in the minimum amount of \$1,000,000 which shall name and protect CONTRACTOR, all CONTRACTOR'S employees, ENTITY and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the CONTRACTOR'S acts. CONTRACTOR shall provide proof of liability coverage as set forth above to ENTITY prior to commencing its performance as herein provided, and require insurer to notify ENTITY ten (10) days prior to cancellation of said policy.

8. **WORKER'S COMPENSATION:** CONTRACTOR shall maintain in full force and effect worker's compensation for CONTRACTOR and any agents, employees, and staff that the CONTRACTOR may employ, and provide proof to ENTITY of such coverage or that such worker's compensation insurance is not required under the circumstances.

9. **COMPLIANCE WITH LAWS:** CONTRACTOR agrees to comply with all federal, state, city, and local laws, rules and regulations.

10. **CERTIFICATION CONCERNING BOYCOTT OF ISRAEL:** Pursuant to Idaho Code section 67-2346, if payments under the Contract exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, Contractor certifies that it is not currently engaged in, and will not for the duration of the

Contract engage in, a boycott of goods or services from Israel or territories under its control. The terms in this section defined in Idaho Code section 67-2346 shall have the meaning defined therein.

11. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and can only be modified or amended in writing by the parties.

12. **ATTORNEY FEES:** Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this Agreement or to declare forfeiture or termination of this Agreement.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

ENTITY:

\_\_\_\_\_  
CITY OF BONNERS FERRY  
(Governmental Entity)

CONTRACTOR:

By \_\_\_\_\_  
(Name)

By \_\_\_\_\_  
James R. Staples, Mayor

Its \_\_\_\_\_  
(Title or Office)

ATTEST:

\_\_\_\_\_  
Deby Garcia, Clerk

WITNESS:

\_\_\_\_\_  
(Signature of Witness or Notary Public)

**Form and content approved by Andrakay Pluid as attorney for City of Bonners Ferry**



# MEMO

CITY OF BONNERS FERRY  
CITY ENGINEER

---

TO: Mayor and City Council

FROM: Mike Klaus, City Engineer

DATE: April 13, 2023

**RE: Water Treatment Plant – Software Proposal**

---

The attached proposal by AIMM Services is provide the software needed to upgrade the control applications within the water treatment plant. Almost all of the software in the plant needs to be updated. The attached proposal is for software only and is only for one year of service and support for the applications purchased.

Staff recommends City Council approval of the proposal from AIMM Services for \$6,262. Please contact me with any questions you may have about this recommendation.

Thank you,

Mike

# INDUSTRIAL SOLUTIONS NETWORK

CED E&H MOSEBACH KP Baldwin Hall ROYAL CES

## SERVICE & SUPPORT PROPOSAL

**DATE:**

4/12/2022

**PREPARED FOR:**

CITY OF BONNERS FERRY

**PREPARED BY:**

CHARLIE HUTCHISON, BDL

360-787-8818

CHARLIE.HUTCHISON@AIMM-SERVICES.COM



For more information visit [aimm-services.com](https://aimm-services.com).

Terms and conditions can be found at

<https://isn.widen.net/s/lqsb2xwqdx/aimm-services-terms-and-conditions>

Albert,

This document is our formal proposal for the service agreement discussed in previous conversation. In this service proposal, you'll find an executive summary of the service(s) discussed as well as more detailed terms and pricing.

Should you have any questions, comments, or concerns once you've reviewed the service proposal in its entirety, please contact me directly.

Regards,  
Charlie Hutchison  
BDL, AIMM Services

### YOUR SUPPORT AGREEMENT & SUPPORT LEVELS

<b>9800-DC8AUTOA</b>	\$ 957.00
<i>Automation Control Hardware, Product Support, 8 x 5 M-F, 1-4 Total Devices</i>	
<b>9800-DC8HMICOM</b>	\$ 3,107.00
<i>HMI Software, Product Support, 8 x 5 M-F</i>	
<b>9800-DC8INFAUT</b>	\$ 2,198.00
<i>Information Automation Software, Product Support, 8 x 5 M-F</i>	

### AGREEMENT TERMS

**LENGTH OF AGREEMENT** – 1 to 3 years  
**YEARLY COST: \$6,262.00**



For more information visit [aimm-services.com](https://www.aimm-services.com).

Terms and conditions can be found at

<https://isn.widen.net/s/lqsb2xwqdx/aimm-services-terms-and-conditions>

ADDITIONAL SERVICE OPTIONS	
Service	Description
Learning+	Rockwell's Learning + Training subscriptions combine the self-paced experience of e-learning with in-class collaboration with instructors, labs, and additional training content - all in a virtual environment. <a href="#">Learn More</a>
Infrared Thermographic Assessment	Our AIMM Services infrared thermographic assessment includes a comprehensive inspection a detailed report, as well as recommendations and support to remediate any issues identified. <a href="#">Learn More</a>
Ultrasonic Air Leak Detection	During an air leak detection service our technician will scan your facility with an ultrasonic imaging machine and will provide you with a real-time report that details where the leaks are and the savings you can achieve by fixing them. <a href="#">Learn More</a>
VFD Capacitor Reforming	During the capacitor reforming service, a reformer will be connected to the DC bus on the VFD. The reformer will measure the capacitance level and recharge the capacitor to a specified capacitance. <a href="#">Learn More</a>



**SERVICES**  
**AIMM +**

ONE AGREEMENT.  
All the support you need.

[LEARN MORE](#)



For more information visit [aimm-services.com](https://aimm-services.com).  
 Terms and conditions can be found at  
<https://isn.widen.net/s/lqsb2xwqdx/aimm-services-terms-and-conditions>

**TERMS AND CONDITIONS OF SALE**

If proposal is accepted, Customer agrees to be bound by AIMM Services' Standard Terms and Conditions of Service, available at <https://aimm-services.com/terms-conditions>.

**PROPOSED SERVICE(S)**

The services and pricing listed above reflects the services included in your AIMM Plus Services Agreement. In some cases, we reserve the right to use third party services to perform the services proposed.

**SERVICE(S) SCOPE OF WORK**

Detailed scope of works for all of the services included in this agreement are included in subsequent documentation.

**PRICING SUMMARY**

AIMM Services' price is based on the Scope of Work above. All prices are in USD. Proposal is valid for 60 days from date of issue.

Accepted By:

Customer Name: \_\_\_\_\_

Authorized Representative (print name): \_\_\_\_\_

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

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

By signing this service proposal, you indicate your approval of the proposed solution and pricing.

Please Issue Purchase Order to:  
Rodney Ell  
CES Post Falls  
933 N Innovation Way  
Post Falls, ID 83854  
Ref: Proposal # 223952-R3  
Email PO to: [rell@ces-isn.com](mailto:rell@ces-isn.com)  
CC: [charlie.hutchison@aimm-services.com](mailto:charlie.hutchison@aimm-services.com)





# Rockwell Automation Services Agreement

## FIXED PRICE PROPOSAL

City of Bonners Ferry  
Bonners Ferry, Idaho

**Date of Issue:** Wednesday, April 12, 2023  
**Quotation #:** 223952-R3 (RA Approval - QXSK10533A)

**Presented to:**  
Albert Solt  
City of Bonners Ferry  
7232 Main St  
Bonners Ferry, Idaho 83805  
United States

**Proposed by:**  
Rodney Ell  
CES  
933 N Innovation Way  
Post Falls, ID 83854-7310  
United States

*Rockwell Automation  
7740 SW Mohawk Street  
Building G  
Tualatin, Or 97062  
United States*

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expanding **human** possibility®

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## Executive Summary

Rockwell Automation is providing robust, standardized, and reusable solutions that can be quickly leveraged within your enterprise. Our solutions are based on industry-tested and proven methodologies and technologies, providing World-Class service levels and significant business value to our clients. Our services help our clients reduce risk, increase productivity, and reduce cost across a broad range of facility operations.

To further understand what is contained in this proposal document, please refer to the detailed descriptions of each of the deliverables in the Statement of Work in Section 1 of this document and/or speak with your Rockwell Automation or Authorized Distributor representative.

Rockwell Automation's world-class phone and electronic technical support. Whether you need help installing, configuring and maintaining equipment and software, obtaining current software updates, diagnosing and fixing operating problems, or performing basic programming tasks, we deliver the tools and answers you need to get and keep your industrial automation systems up and running

TechConnect<sup>SM</sup>

## About Rockwell Automation

In providing our services we are committed to complying with safety regulations and to demonstrating the highest standard of occupational safety and health performance. This includes implementing and maintaining health and safety management systems based on OHSAS 18001, but of course will consider any local or corporate customer requirements. To drive continuous improvement, we establish annual corporate performance goals — which translate to local performance metric and activity-based objectives. Rockwell Automation excelled in global safety performance, as measured by Recordable Case Rate (0.38), remained best in class in 2022 when compared to the average private industry rate and with the average rate for electronic manufacturing peers.

Lastly, when you work with Rockwell Automation, you know you are partnering with an ethical, sustainable organization. Rockwell Automation is a recognized global leader in the area of ethics and compliance, having been named a World's Most Ethical Company 14 times and winning the BBB International Torch Award and American Business Ethics Award in recent years. Integrity is a core company value that is part of our strategic framework and is an integral part of the company's culture. Many of our accomplishments in the area of ethics, compliance, safety and sustainability are set forth in our latest Corporate Responsibility Report available [here](#).

Rockwell Automation has prepared the Statement of Work set forth in section 1 below for resale by its authorized distributor CES.

## **1 Rockwell Automation Statement of Work for Services**

*COVID-19. Rockwell Automation is committed to health, safety, and doing all we can to maintain a high level of service for our customers. Together, we will navigate this tough situation with a focus on safety while supporting each other. We are committed to communicating with you about the impact that the ongoing COVID-19 pandemic or its related governmental restrictions may have on the deployment of our personnel and delivery of the project and truly appreciate your cooperation and understanding in advance.*

### **1.1 Statement of Work Summary**

The service(s) included in this Statement of Work are as follows:

Term Based Contracts Included:

TechConnect<sup>SM</sup> Support Agreement

### **1.2 TechConnect<sup>SM</sup> Support Agreement**

This TechConnect<sup>SM</sup> Support Agreement (“Agreement”) allows plants to be connected to Rockwell Automation's world-class phone and electronic technical support. Rockwell Automation's technical support team will provide assistance with installing, configuring and maintaining equipment and software, obtaining current software updates, diagnosing and fixing operating problems, or performing basic programming tasks.

### 1.2.1 TechConnect<sup>SM</sup> Support Levels

Product Family	Description	Support Level	Service Level
9800-DC8AUTOA	Automation Control Hardware	Product Support	8 x 5 M-F
9800-DC8HMICOM	HMI Software	Product Support	8 x 5 M-F
9800-DC8INFAUT	Information Automation Software	Product Support	8 x 5 M-F

**Table 1: TechConnect<sup>SM</sup> Support Levels**

### 1.2.2 Product Coverage Details

Rockwell Automation will provide TechConnect<sup>SM</sup> Support coverage to Customer for the Rockwell Automation Product Families & software serial numbers listed below. Please ensure the following information is complete and includes any new “Software Maintenance” products you wish to add to this support agreement.

Hardware Type	No. Of Devices
Automation Control Hardware	1-4

Product Family & Software Serial Numbers	Description	Install Count
<b>9800-DC8AUTOA</b>	<b>Automation Control Hardware</b>	
9324-RL0300ENE		1
1012192284	RSLogix 500 Standard Edn ESD S/W	1
9324-RLD300ENE		1
1203068778	Studio 5000 Standard Edition ESD S/W	1
<b>9800-DC8HMICOM</b>	<b>HMI Software</b>	
9355-WABOEMENE		1
1005274118	RSLinx Classic OEM ESD S/W	1
9701-VWSB100AENE		2
1694033597	FT View Station SE 100D Lic ESD S/W	1
1694035657	FT View Station SE 100D Lic ESD S/W	1
9701-VWSTENE		2
2529044561	FT View Studio SE FT View Ent EN ESD S/W	1
2529047136	FT View Studio SE FT View Ent EN ESD S/W	1
<b>9800-DC8INFAUT</b>	<b>Information Automation Software</b>	
9518-HSE250		2
3317006444	FT Historian SE 250 tags ESD Software	1
3317006662	FT Historian SE 250 tags ESD Software	1

Note: If changes to the TechConnect<sup>SM</sup> Support Product Coverage Details above are required, please contact your local Rockwell Automation sales office or Allen-Bradley® authorized distributor to request an updated proposal.

## 1.2.3 TechConnect<sup>SM</sup> Support Information

### 1.2.3.1 TechConnect<sup>SM</sup> Support Options

Rockwell Automation offers progressive levels of support to meet your business needs; see table below for all available support level options. Please refer to *Table 1: TechConnect<sup>SM</sup> Support Levels* regarding support levels included in this Statement of Work.

Support Level	Support Services Description
<b>Application Support</b>	<p>You are partnered with a team of technical support engineers who are uniquely designated to support your key applications. This team visits your site, becomes familiar with the applications, and gathers system drawings and documentation. This team will become an extension of your support staff, providing technical account management and scheduled consulting time.</p> <p>Application Support <b>includes the support elements of Product Support, System Support</b> and the following support elements:</p> <p><b>Real-time, Application-Level Support</b>  <i>Designated support team / Dedicated telephone and email / Documentation and case familiarization / Application knowledge management / Periodic performance reviews</i></p> <p><b>Surveillance and Alarming Options</b>  <i>Device and/or process monitoring and alarming at Rockwell Automation facility or remotely / Access to historical data for troubleshooting</i></p> <p><b>Application-Level Administration Option</b>  <i>Emergency backup / Performance tuning / Guaranteed field service call-out</i></p>
<b>System Support</b>	<p>System Support allows your calls to be routed to a group of technical support engineers with proven expertise in Rockwell Automation control systems. You will work with an engineer who manages your case through resolution and follow-up.</p> <p>System Support <b>includes the support elements of Product Support</b>, and the following support elements:</p> <p><b>Real-time, System-Level Support</b>  <i>Standard product and programming software / Advanced software / Proactive follow up / Single-point resolution</i></p> <p><b>Advanced Engineering Expertise</b>  <i>Get support from system-level support engineers that have multiple years of experience in the industrial automation industry</i></p>
<b>Product Support</b>	<p>As often as Customer needs require, you can contact Rockwell Automation technical support engineers for real-time phone support. Our engineers have deep knowledge of our products, software and legacy hardware and can use remote desktop technology to help troubleshoot or assist in the configuration of products quickly.</p> <p>Product Support <b>includes the support elements of Self-Assist Support</b>, and the following support elements:</p> <p><b>Real-Time, Product-Level Support</b>  <i>Standard product and programming software / Telephone and live chat support available in 20 languages / Remote desktop troubleshooting</i></p> <p><b>Learning+ Subscription Available for Purchase</b>  <i>Highly interactive learning featuring lessons, software simulations, and demonstration videos to help reinforce learning concepts. Available on any</i></p>

Support Level	Support Services Description
	<p><i>tablet or PC using Chrome, Safari, IE, Edge or Firefox. Each course has a knowledge assessment, requiring 80% to pass. Upon successful completion of the course, a learner will be awarded CEUs (where applicable).</i></p> <p><b>Live View</b> <i>An enhanced support experience connecting you with Rockwell Automation Technical experts leveraging a live video feed and augmented reality annotations.</i></p> <p><b>Software Maintenance II</b> <i>Software update media / Emergency software replacement</i></p> <p><b>Genius Webinars</b> <i>Extend and apply knowledge gained via access to on-demand library of online technical seminars</i></p>
<b>Self-Assist Support</b>	<p>Take advantage of the Knowledgebase, an online resource for technical information, support, and assistance. The Knowledgebase can assist in increasing productivity by finding solutions to technical questions more quickly - saving both time and money. The KnowledgeBase is maintained by the same engineers who provide TechConnect<sup>SM</sup> Support and is updated with the hardware and software solutions from actual support cases. These updates are incorporated dynamically. Self-Assist includes the following support elements:</p> <p><b>Welcome Kit</b> <i>Essential support agreement information / Support authorization number / Local support telephone number / User guide</i></p> <p><b>Digital Assist Library</b> <i>Cloud-hosted augmented reality library of work instructions. Leverage augmented reality to walk through the proper steps to complete tasks related to the repair and maintenance of Allen-Bradley hardware</i></p> <p><b>Software Maintenance I</b> <i>Software update downloads</i></p> <p><b>Online Support Centre Access</b> <i>Knowledgebase tech notes / Interactive forums / Product notifications / Manage service tickets / Submit questions via email</i></p>

### 1.2.3.2 Definitions of Common Terms Used in Services

**Technical Phone Support:** Rockwell Automation phone support provides technical assistance for installation, configuration, troubleshooting, diagnosis, basic instruction programming and best practice recommendations. With an unlimited phone support agreement, Customer can call as often as needed throughout the term of your Agreement. Standard hours of coverage are 8:00 AM to 5:00 PM Monday – Friday (based on your local calling time; Rockwell Automation observed holidays excluded). Information on Rockwell Automation observed holidays can be found via the Knowledgebase in article #QA33258 ([https://rockwellautomation.custhelp.com/app/answers/answer\\_view/a\\_id/819086/redirect](https://rockwellautomation.custhelp.com/app/answers/answer_view/a_id/819086/redirect)).

**Case Handling:** Rockwell Automation handles cases that require further investigation as a priority with automatic escalation procedures, and call Customer back to provide a progress update if an answer is not immediately available.

**Case Resolution Follow-up:** For cases where Rockwell Automation could not confirm resolution on the initial call, Customer will receive a proactive follow-up within one business day (target response) to confirm that the problem was resolved or continue troubleshooting, if necessary.



### 1.2.3.3 Product Families

Rockwell Automation groups products into product families, making it simpler to deliver integrated support for hardware and software, including older and discontinued products. The lists available at the following link are not comprehensive; however, they illustrate how products are classified.

#### [TECHCONNECT<sup>SM</sup> PRODUCT FAMILY COVERAGE](http://literature.rockwellautomation.com/idc/groups/literature/documents/sp/gmsc-sp021_-en-p.pdf)

[http://literature.rockwellautomation.com/idc/groups/literature/documents/sp/gmsc-sp021\\_-en-p.pdf](http://literature.rockwellautomation.com/idc/groups/literature/documents/sp/gmsc-sp021_-en-p.pdf)

## 1.2.4 Changes to Agreement

### 1.2.4.1 Updates to Supported Software Installed Base

Support included with new Licenses purchased during the agreement term as a Perpetual License with Maintenance and or Subscription are not covered by this scope of work. The support included with new software purchases will have a maintenance value included at the time of purchase which will be treated as additive to this agreement. New Perpetual with Maintenance products will be added to the “Software Maintenance” category and renewed with your agreement. Any software which may have been purchased in the interim between the date of this quotation being created and accepted will not be covered by this scope of work.

### 1.2.4.2 Upgrade Options

Updates to existing TechConnect<sup>SM</sup> Support Agreement and/or upgrades must be custom quoted by Rockwell Automation. Customer has the following upgrade options:

**Coverage Level:** Product and System Support agreements can be upgraded to 24x7x365 coverage (e.g., 8:00AM – 5:00PM to 24x7x365), which provides the option to call at any time, including weekends and holidays.

**Support Level:** Customer may upgrade support levels (e.g., Product Support to System Support) during the term of an existing agreement.

### 1.2.4.3 Changes to Scope

In the event that Customer closes or sells a plant and moves supported equipment and software to another Customer facility, the TechConnect<sup>SM</sup> Support Agreement can be transferred.

### 1.2.4.4 Reinstatement Policy

If Customer does not renew their contract until after the expiration date of the contract, the Customer has the following options to reinstate their support:

- a. If an agreement is not renewed on time and it has been less than 12 months since expiration, the renewed agreement will be backdated to the original expected start date and a 10% fee<sup>1</sup> will be added to the cost of the renewal.
- b. If an agreement is not renewed on time and it has been longer than 12 months since expiration, the support agreement will be priced as a new agreement with current price levels and any previous discounts will not be applied.
- c. For software packages that are removed from support and later reinstated, often referred to as “frozen” and “unfrozen,” a 30% premium will be applied to each piece of software which carries a fee for maintenance as part of the TechConnect<sup>SM</sup> program.

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<sup>1</sup> If Customer’s TechConnect<sup>SM</sup> Support Agreement has never included support for the product family in question, then the commercial “waive reinstatement” program applies for the respective packages.



**Note:** There is a grace period of 10 days after the date of the Agreement expiration during which Customer can still access support. If Customer renews after the expiration date of the Agreement, the policy above applies regardless of this grace period.

## 1.2.5 Product Coverage Exclusions

Rockwell Automation products excluded from TechConnect<sup>SM</sup> Support coverage under this Agreement (if applicable) are listed below:

Product Family & Software Serial Numbers	Description	Install Count
9357-CNETL3		1
1163064823	RSNetWorx For ControlNet ESD Software	1
9357-DNETL3		1
1235078881	RSNetWorx For DeviceNet ESD Software	1
9357-ENETL3		1
1669050915	RSNetWorx For EtherNet ESD Software	1
9301-2SE2350		1
1475005970	RSView32 Works 5000 Tag ESD S/W	1
9301-2SE3300		1
1400033855	RSView32 RT 1500 Tag ESD S/W	1
9301-MSGRPROENE		1
1807000368	RSView32 Messenger Pro Edn ESD S/W	1
9355-WABENE		1
1008138555	RSLINX CLASSIC PROFESSIONAL - ENGLISH	1

## 1.3 Customer Responsibilities

### 1.3.1 Single Point of Contact

Customer to appoint a representative responsible for communicating and explaining support program entitlements and methods of obtaining support. This includes verification of supported software licensees, reviewing all available software upgrades and revisions for Customer with Rockwell Automation Technical Support, and delivery of Welcome Kit materials to potential users of support.

**Utilize Welcome Kit details.** Always use the phone number and authorization number provided in the Welcome Kit to ensure the quickest response time.

### 1.3.2 Maintenance, Electrical, and Operations Staff

When applicable, Customer will provide dedicated and available appropriate personnel knowledgeable in the process, operation, control system, and facility layout to assist Rockwell Automation personnel during onsite visits. They will remain onsite and available as necessary for project and/or safety reasons.

### 1.3.3 System Maintenance and Use

Customer is responsible for (i) the overall performance and overall design of the machine or manufacturing system, including safety features failure modes; (ii) properly using, calibrating, operating, monitoring and maintaining the products and system consistent with all Rockwell Automation or third-party provided instructions, warnings, recommendations, and product and system documentation; (iii) ensuring that properly trained personnel use, operate and maintain the products and system at all times; (iv) staying informed of product updates and alerts and implementing all updates and fixes; (v) notifying

Rockwell Automation of any problems with the products or system; and (vi) all other factors affecting the products or system that are outside of the direct control of Rockwell Automation.

### 1.3.4 Access to the System

Customer will make the applicable processes and/or systems available to Rockwell Automation personnel during the mutually agreed upon schedule for services and equipment implementation as described in this Statement of Work.

## 1.4 Assumptions, Clarifications and Exceptions

The following assumptions, clarifications and exceptions have been made by Rockwell Automation in the development of this Statement of Work:

Reference	Assumptions (A), Clarifications (C) and Exceptions (E)
A1	<b>Safety.</b> All aspects of mechanical, electrical, and process safety are responsibilities of Customer.
A2	<b>Installation.</b> If applicable, all mechanical and electrical installation is to be provided and managed by Customer and their selected Contractor.
C1	<b>Quotation Scope.</b> Any elements not explicitly outlined within this Statement of Work are not included in the deliverables for this Rockwell Automation Services Agreement.
C2	<b>Documentation.</b> All project and system documentation will be in English and furnished in electronic format unless otherwise stated. Translation into other languages is not included in this Statement of Work.
C3	<b>RoHS.</b> Customer supplied/specified products will meet all applicable material restrictions as defined in RoHS. If it does not, Customer will notify Rockwell Automation prior to shipment of Customer supplied/specified products to Rockwell Automation. Customer will indemnify Rockwell Automation against any claim arising out of Rockwell Automation's use of Customer supplied/specified products.
C4	<b>Existing Devices.</b> Customer represents that any existing operator, machine-mounted, or field devices that are in use or are to be reused are in good working order and will be repaired or replaced by Customer when required. Repair and/or replacement of damaged devices is not included in Rockwell Automation's Statement of Work.
C5	<b>Documented Change Request (DCR) Process.</b> Changes to this scope of work requested by Customer throughout the duration of the Support Agreement will be identified and communicated through project management at Rockwell Automation. Estimates for the material costs, labor, and schedule impacts will be prepared when a change in scope is identified. Refer to the Rockwell Automation Changes provision for additional terms.
C6	<b>Customer Specific Requirements.</b> This proposal does not include Customer specific requirements or onsite activities such as Customer or site specific safety training, background checks, COVID-related testing or vaccinations, international work visas, and copies of expense receipts. Rockwell Automation must be made aware of any such requirements prior to contract award. Costs for associated time and expenses incurred while complying with such requirements will be at Customer expense.
C7	<b>On-site Working Hours.</b> Rockwell Automation Standard working hours may differ by country. Contact your local Rockwell Automation Distributor or Sales Office to obtain current local standard working hours.
C8	<b>Stand-by time</b> is defined as time spent on-site waiting for completion of customer activities. This includes, but is not limited to, waiting for correction of construction, installation, and wiring or piping errors, and other delays beyond the control of, or not within, Rockwell Automation's specific responsibilities. Stand by time will be invoiced separately at applicable time and expense rates.
C9	<b>Work Site Safety.</b> Customer is responsible for assuring a safe and secure work environment, compliant with relevant local, state, provincial, and nationally recognized standards and regulations, for work at the site

C10	<p><b>Safety and Substance Abuse.</b> Rockwell Automation will comply with its own Substance Abuse Policy which meets the intent of the DRUG FREE WORKPLACE Act and all other legal requirements regarding drug testing. A copy of this policy can be supplied upon request.</p>
C11	<p><b>Ethics and Compliance.</b> All of Rockwell Automation's employees and every person who performs work for, or on behalf of Rockwell Automation are treated with respect and dignity. Rockwell Automation has a no-tolerance policy for discrimination, and harassment, and zero tolerance for workplace violence and weapons. Please see the PartnerNetwork Code of Conduct and the Rockwell Automation Global Policy People for further details. <a href="https://www.rockwellautomation.com/en-us/company/about-us/sustainability/ethics-compliance.html">https://www.rockwellautomation.com/en-us/company/about-us/sustainability/ethics-compliance.html</a>.</p>
C12	<p><b>Third Party Software.</b> This Statement of Work may include third party software that is subject to third party license terms ("Third Party Software"). Customer's right to use such Third Party Software as part of or in connection with the Work is subject to any applicable acknowledgements and license terms accompanying such Third Party Software contained therein. If there is a conflict between the licensing terms of such Third Party Software and this Statement of Work, the licensing terms of the Third Party Software shall prevail in connection with the related Third Party Software.</p>
C13	<p><b>Information Security Standards</b></p> <p>In the performance of all Work pursuant to this Agreement and Statement of Work, Customer and Rockwell Automation will comply with the following standards and practices:</p> <p><b>1. Data Transmission</b></p> <p>Customer agrees that all transmission or exchange of sensitive data with Rockwell Automation shall take place using secure, industry acceptable, standards (e.g., password-protected, using a complex password; encrypted WinZip sent via e-mail, or, for large files, an encrypted file transfer service; physical media such as paper/DVD sent securely; or another equally secure means of transport). If Customer requires Rockwell Automation to use Customer specified system, the security of the data in transit and at rest once sent from Rockwell Automation is Customer's sole responsibility.</p> <p><b>2. Customer-Provided Hard Disk</b></p> <p>If Rockwell Automation personnel are required to use Customer provided hard disks, Customer agrees to provide the hard disk with designated backup and recovery processes and in encrypted form, using commercially supported or industry standard open-source encryption solutions. The Customer must use commercially reasonable efforts to prevent the Customer-provided hard disk from introducing any malicious software into Rockwell Automation's systems. These efforts shall include, but are not limited to, the use of anti-virus and/or anti-malware and the regular deployment of security patches to remediate any vulnerabilities.</p> <p><b>3. Remote Access</b></p> <p>Remote access by Rockwell Automation's personnel into Customer's control system(s) must be accomplished in accordance with either Customer or Rockwell Automation procedures, whichever is more stringent. If Customer requires Rockwell Automation personnel to use Customer-specified procedures, the security of the connection/session is Customer's sole responsibility, and Customer is solely responsible for logging activities of all users accessing the Customer's system.</p>
C14	<p><b>Cybersecurity for Solutions.</b> Sub-contractors and/or third-party vendors will follow any applicable industry best practices and/or guidelines for cybersecurity and data protection with regard to IEC 62443 2-4.</p>
C15	<p><b>Customer Success Publication.</b> Sharing customer success stories helps position customers as leaders among companies pursuing excellence in their industrial operations. Customer agrees that Rockwell Automation can reference and disclose Customer's name and logo in internal and external marketing materials and will share only the solutions and services purchased, Customer industry, location, and general results through a customer success story. Rockwell Automation will make no claims that Customer endorses the product or solution, and the success story will be used for marketing purposes only.</p>

## 1.5 Rockwell Automation Commitment for Sales Through Distribution

*In submitting any purchase order, you acknowledge and agree that Rockwell Automation will be excused from performance, or delay in performance, of its obligations under this purchase order, regardless of whether a contract is currently in place governing the parties' relationship, to the extent that Rockwell Automation is unable to perform such obligations due to the effects of the COVID-19 pandemic on Rockwell Automation and/or third parties, including, without limitation, logistics and materials suppliers.*

**General.** This Commitment ("Commitment") covers purchase by Distributor's customer ("Customer") from Distributor of the hardware, and/or software (individually a "Product" and collectively "Products"), and/or services ("Services") and/or Products and Services described and integrated pursuant to this Statement of Work (collectively as integrated pursuant to the Statement of Work, the "Work") to be provided by Rockwell Automation, Inc. and/or its affiliates ("Rockwell Automation"). Its terms are integral to the Statement or Work. In other words, Customer purchases the Work subject to the terms contained in this Commitment (as well as other terms that may be included elsewhere in the Statement of Work). These terms apply directly to Customer and Rockwell Automation. Previously negotiated and signed terms and conditions with Customer that include provisions between Rockwell Automation and Customer that are intended to apply to the sale through distribution of Products, Services, and/or Work covered by this Commitment supersede these terms.

**Warranty.** (a) *Warranty for the Work:* Rockwell Automation warrants to Customer for the lesser period of 18 months from delivery or 12 months from startup, that the Work will perform as stated in the Statement of Work and the Products will be free of defects in material, fabrication, and workmanship provided that: (1) the operating conditions and use of the Work are in accordance with any standards set forth in the Statement of Work, Rockwell Automation's published specifications, and applicable recommendations of Rockwell Automation; and (2) the installation, adjustment, tuning, and start-up of the Work have been properly performed in accordance with Rockwell Automation's published specifications and any applicable recommendations of Rockwell Automation. Repaired or replacement Products provided pursuant to subparagraph (d) below are similarly warranted for the longer period of six months from date of shipment or the remainder of the original warranty term.

(b) *Products Warranty:* Rockwell Automation warrants to Customer for the period of 18 months from shipment, that the Products will be free of defects in material, fabrication, and workmanship provided that: (1) the operating conditions and use of the Product are in accordance with any standards set forth in the Statement of Work, Rockwell Automation's published specifications, and applicable recommendations of Rockwell Automation; and (2) the installation, adjustment, tuning, and start-up of the Product have been properly performed in accordance with Rockwell Automation's published specifications and any applicable recommendations of Rockwell Automation. Repaired or replacement Products provided pursuant to subparagraph (d) below are similarly warranted for the longer period of six months from date of shipment or the remainder of the original warranty term.

(c) *Services Warranty:* Rockwell Automation warrants to Customer for a period of 30 days from the date services are provided that service shall be performed in a workmanlike manner conforming to standard industry practice.

(d) *Remedies:* Remedies under this warranty will be limited to, at Rockwell Automation's discretion, replacement, repair, re-performance, modification, or issuance of a credit for the purchase price of the Products and/or Services involved, but only after Rockwell Automation's receipt of Customer's written notification of non-conforming Products, Services or Work and the return of such products pursuant to Rockwell Automation's instructions. Replacement Products, at Rockwell Automation's discretion, may be new, remanufactured, refurbished, or reconditioned. If the repair, re-performance, or replacement does not cure the defective performance, Customer may request emergency on-site service, which will be at Rockwell Automation's expense (consisting of time, travel, and expenses incurred by Rockwell Automation related to such services). If the defective performance is not due to warranted defects in the Products, Services or Work, the on-site service will be at Customer's expense. On-site warranty services performed at Rockwell Automation expense shall not include removal or reinstallation costs related to large-scale assemblies such as motors or transformers. The foregoing will be the exclusive remedies for any breach of warranty or breach of contract arising from warranted defects.

(e) *General:* Warranty satisfaction is available only if (a) Rockwell Automation is provided prompt written notice of the warranty claim, and (b) Rockwell Automation's examination discloses that any alleged defect has not been caused by misuse, neglect, improper installation, operation, maintenance, repair, alteration, or modification by other than Rockwell Automation, accident, or unusual deterioration or degradation of the Products or parts thereof due to physical environment or electrical or electromagnetic noise environment.



(f) THE ABOVE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES AND CONDITIONS, WHETHER EXPRESSED, IMPLIED OR STATUTORY, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY, INFRINGEMENT, OR FITNESS FOR A PARTICULAR USE.

**Disclaimer and Limitation of Liability.** NEITHER ROCKWELL AUTOMATION NOR CUSTOMER WILL BE LIABLE TO THE OTHER FOR BUSINESS INTERRUPTION OR LOSS OF PROFIT, REVENUE, MATERIALS, DATA, OR THE LIKE (WHETHER DIRECT OR INDIRECT) OR FOR ANY INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES. EACH PARTY'S MAXIMUM CUMULATIVE LIABILITY TO EACH OTHER FOR ALL OTHER CLAIMS AND LIABILITIES WILL NOT EXCEED THE LESSER OF \$1,000,000 OR THE COST OF THE WORK. ROCKWELL AUTOMATION DISCLAIMS ALL LIABILITY FOR TO GRATUITOUS ASSISTANCE PROVIDED BY ROCKWELL AUTOMATION BUT NOT REQUIRED BY THE STATEMENT OF WORK. THESE DISCLAIMERS AND LIMITATIONS OF LIABILITY WILL APPLY REGARDLESS THE FORM OF ACTION, WHETHER CONTRACT, TORT, OR OTHERWISE, AND EXTEND TO THE BENEFIT OF ROCKWELL AUTOMATION'S VENDORS AND APPOINTED DISTRIBUTOR.

**Software Licenses and Ownership.** (a) *Standard Software.* Software comprised of firmware or standard software (including, but not limited to packaged software, Rockwell Automation's preexisting templates, models and library files, and commercially available software) (collectively "Standard Software") is subject to Customer's acceptance of additional terms and conditions set forth in separate Rockwell Automation or third-party click-wrap license agreements provided with such Standard Software. Such terms and conditions shall be the exclusive terms and conditions applicable to such Standard Software, excluding Customer's obligation to pay any license fee which shall be identified in the Statement of Work.

(b) *Documentation and Application Software.* Rockwell Automation hereby grants to Customer a non-exclusive, non-transferable license to modify and use solely in conjunction with the Work all documentation and any Application Software created by Rockwell Automation as specified in the Statement of Work. Application Software includes application project files for control programming, design, configuration, and visualization in source code and/or scripting code created by Rockwell Automation under the Agreement for operational use with Rockwell Automation's Standard Software or the Customer's system as specified in the Statement of Work. Customer is solely responsible for its modifications to documentation and Application Software. Except for any Customer or third-party confidential information, Rockwell Automation retains all right, title, and interest to documentation and Application Software developed by Rockwell Automation. Customer shall not sublicense or assign the documentation or the Application Software except to a customer who purchases the Work from Customer. Customer may make an additional archival copy of such documentation and Application Software for backup.

(c) In the absence of a separate Rockwell Automation license agreement for software provided by Rockwell Automation under a Statement of Work, Rockwell Automation hereby grants Customer a non-exclusive, non-transferable license to use such software solely in conjunction with the Work for the project identified in the Statement of Work without the right to sublicense, disclose, disassemble, decompile, reverse engineer, or otherwise modify the software (except for modifications of Application Software as set forth above). Ownership of the respective Rockwell Automation or third-party software shall remain with Rockwell Automation or the third party.

(d) *Ownership of Pre-existing Intellectual Property.* Each party shall own all right, title, and interest in all patents, trademarks, copyrights, confidential information, trade secrets, mask rights, and other intellectual property rights as it owned on the date of this Agreement.

(e) *No Other Licenses.* Except as expressly set forth in this Agreement, no license under any patents, trademarks, copyrights, confidential information, trade secrets, mask rights, or other intellectual property rights is granted or implied by either party.

**Government Clauses and Contracts.** No government contract clauses, specification, or regulations apply to the Work, Products, or otherwise to this Statement of Work except to the extent agreed in writing by Rockwell Automation.

**Confidentiality.** (a) During the term of this Commitment and for a period of three years thereafter, each party will maintain in strict confidence all technical and business data and information disclosed by one party to the other that is marked "Confidential" and will not use or reveal such information without the prior written authorization of the other.

(b) The obligations of confidentiality and non-use will not apply to information (i) that is published or becomes part of the public domain other than by means of a breach of this Commitment; (ii) that a party can prove by written documentation was known to it prior to disclosure by the other party; (iii) that a party subsequently rightfully receives

from a third party without an obligation of confidentiality; (iv) that a party discloses to a third party on a non-confidential basis; or (v) that was independently developed by the receiving party.

(c) Each party will take reasonable precautions to instruct its employees and consultants of its obligation under this section. Additionally, each party shall protect the exchanged information of the other against unauthorized use or disclosure with the same degree of care as it accords its own proprietary information of a similar type, but not less than reasonable care.

(d) Disclosure of confidential information will not be precluded if it is: (i) in response to a valid order of a court or governmental body of the United States or any political subdivision thereof; provided, however, that the disclosing party will first have made a reasonable effort to obtain a protective order requiring that the confidential information be used only for the purpose for which the order was issued; or (ii) otherwise required by law.

**Delivery.** Ex Works Rockwell Automation's plant or warehouse (per current Incoterms) or as otherwise specified in the Statement of Work (Delivery). In all cases, title transfers to Customer upon the earlier of Rockwell Automation's delivery to Customer or receipt by the first carrier for transport to Customer, except that title to all intellectual property rights associated with the Work remains with Rockwell Automation or its suppliers and licensors.

**Acceptance.** (a) Acceptance of the Work occurs either (i) on the date the Work conforms to acceptance criteria in the Statement of Work or is otherwise beneficially used by Customer, but in no event later than 60 days from start-up or 120 days following Delivery whichever occurs first; or (ii) if no acceptance criteria is specified in the Statement of Work then acceptance occurs upon Delivery.

(b) *Interim Approvals.* Any Rockwell Automation provided interim Work deliverable requiring Customer approval pursuant to the Statement of Work will be deemed accepted if formal Customer approval, written or as otherwise required, is not received by Rockwell Automation within two calendar weeks after the date submitted.

**Changes.** Any change resulting from any of the following circumstances is subject to equitable adjustments to price, scheduling, and other affected terms and conditions: (a) Customer requested changes, including those affecting the identity, scope, and delivery of the Products, Services or Work; (b) concealed or otherwise unknown physical conditions differing materially from those indicated or anticipated in the Statement of Work or that otherwise differ materially from those ordinarily found under similar circumstances; (c) delays caused by Customer, its employees, affiliates, other contractors to Customer, or any other party within Customer's reasonable control; and (d) any emergency endangering persons or property; in such emergency circumstances, Rockwell Automation may act at its discretion to prevent damage, injury, or loss.

All changes, except actions necessitated by emergencies as provided in (d) above, must be executed by a written change order signed or otherwise definitively authorized by both parties, and Rockwell Automation will not begin work on a change until it is authorized. All claims must be made within a reasonable time after the occurrence giving rise to the claim.

**Temporary Suspension of Work by Customer.** Except as set forth in the applicable Statement of Work, Customer may, by providing prior written notice, request that Rockwell Automation temporarily suspend performance and delivery of the Work, in whole or in part. The notice shall specify the portion of the Work to be suspended, the effective date of suspension, Customer's anticipated duration of suspension, and the reasons for the suspension. Rockwell Automation shall suspend performance as requested, except as necessary for the care or preservation of Work previously executed. On or before the date the suspension begins, Customer must pay Rockwell Automation the unpaid balance of the portion of the Work previously executed plus any additional costs incurred by Rockwell Automation as a result of the suspension. Rockwell Automation shall resume the suspended Work after a change order is executed covering adjustments to the contract price, schedule, and any other affected terms or conditions resulting from the suspension. Unless otherwise agreed, the maximum cumulative period for suspension is 60 days. Upon expiration of this or any shorter period agreed upon as provided above, Rockwell Automation may terminate this Agreement, and Customer shall pay all costs of cancellation (including third-party commitments, reasonable profit, and overhead) upon submission of Rockwell Automation's invoices.

**Safety and Standards.** Rockwell Automation is responsible for compliance of the Work with laws, regulations, and standards, including safety regulations and standards, of the country where the Work will be located that are applicable to the Work at the effective date of this Agreement. Customer must inform Rockwell Automation of any other laws, regulations, or standards that may apply to the Work. Rockwell Automation will be responsible for compliance with such other safety or other standards only if documented in the Statement of Work.

Rockwell Automation is not responsible for laws, regulations, or standards that apply to Customer's (or end users, if different from Customer) facility, equipment, process, information system, or data.

**Site Rules, Licenses, Permits, Site Preparation.** (a) Rockwell Automation agrees to comply with all applicable posted site rules of Customer (unless inconsistent with the obligations set forth in the Statement of Work) and any additional Customer's site rules that have been incorporated into the Statement of Work.

(b) Customer is responsible for: (1) all licenses, permits, clearances, and site access rights; (2) all sites being ready and equipped with all necessary Customer furnished equipment and facilities; (3) any required customer fixtures or facilities being safe, hazard free, structurally sound, and sufficient; (4) reasonable access to the worksite, (5) properly using, calibrating operating, monitoring and maintaining the Work consistent with all Rockwell Automation or third-party provided instructions, warnings, recommendations and documentation; (6) all other factors affecting the Work that are outside of the direct control of Rockwell Automation; and indemnifying Rockwell Automation for any claims to the percentage extent directly caused by Customer's breach of the obligations listed in this section (b).

**Customer Specification.** (a) Unless otherwise specified in the Statement of Work, Rockwell Automation does not warrant or indemnify and will not otherwise be liable for (i) design, materials, or construction criteria furnished or specified by Customer and incorporated into the Work or Products, (ii) products supplied by, made by or sourced from Customer or other manufacturers or vendors specified by Customer; or (iii) commercially available computer software, hardware, and electrical components. (Such Customer-specified products shall include but not be limited to any identified in the Statement of Work.) Any warranty or indemnity applicable to such Customer supplied/specified products will be limited solely to the warranty or indemnity, if any, extended by the original manufacturer or vendor other than Rockwell Automation to the extent permissible thereunder.

(b) *RoHS*: Customer supplied/specified products will meet all applicable material restrictions as defined in RoHS. If it does not, Customer will notify Rockwell Automation prior to shipment of the Customer supplied/specified products to Rockwell Automation. Customer will indemnify Rockwell Automation against any claim arising out of Rockwell Automation's use of Customer supplied/specified products.

**Customer Information.** (a) Customer represents and warrants that it has the rights to the information provided or made available by Customer to Rockwell Automation, including but not limited to technical specifications, drawings, source code, application code, communication interfaces, protocols, and all other documentation (collectively "Customer Information"), for Rockwell Automation to perform its obligations under this Agreement and that such access to and use of Customer Information under this Agreement will not infringe or violate any agreement, confidentiality obligations, copyrights, or other intellectual property rights of the original vendor or any other third party. Customer agrees to indemnify Rockwell Automation from any claims arising out of Rockwell Automation's use of Customer Information pursuant to the Statement of Work.

(b) In Rockwell Automation's performance of services, sales activities, or in connection with Customer's use of Rockwell Automation Products, Rockwell Automation may obtain, receive, or collect data or information, including Customer's contract information, computer system profile, Rockwell Automation Product installation data, and Customer's usage specific data of Rockwell Automation Products (collectively, the "Data"). In such cases, Customer grants Rockwell Automation a non-exclusive, worldwide, royalty-free, perpetual, non-revocable license to use, compile, distribute, display, store, process, reproduce, or create derivative works of the Data solely to facilitate the performance of sales and services by Rockwell Automation and its affiliates (including, but not limited to, quality, safety, energy, and security analytics, product and service diagnostics and prognostics, and reporting), and to facilitate or improve Customer's use of the Products. In addition, Customer grants Rockwell Automation and its affiliates a license to use and aggregate the Data in support of Rockwell Automation's marketing and sales activities. Rockwell Automation and its affiliates may also use this information in the aggregate, in a form which does not personally identify Customer, to improve Products and Rockwell Automation may share anonymous aggregate data with our third party suppliers and service providers.

**Independent Terms.** Rockwell Automation is not a party to or bound by any contract between Customer and Distributor, including by Distributor's acceptance of a Customer purchase order. Distributor is an independent enterprise, not an agent or representative of Rockwell Automation, and is not authorized to bind Rockwell Automation.

**Effective Date.** This Commitment will become effective when Customer purchases the Work from Distributor. Customer agrees that by purchasing the Work it accepts the Statement of Work and Commitment. Absent such purchase, this Commitment will become null and void. No addition or modification to the Commitment and Statement



of Work, including terms appearing in Customer's purchase order or requisition, will bind Rockwell Automation unless mutually agreed to in writing.

## 2 Distributor Commercial Terms

### 2.1 Pricing Summary

CES's price is based on the Statement of Work set forth in Section 1 above. All prices are in USD. Proposal is valid for 30 days from date of issue.

**AGREEMENT TERM:** 1 to 3 Years

**TOTAL PRICE:** **USD 6,262.00**

**TechConnect<sup>SM</sup> Contract Reinstatement Fee** USD 626.20

If this contract is not renewed before the current Contract Expiration Date, a 10% Contract Reinstatement Fee will be applied to the Suggested Resale Price.

### 2.2 Invoicing Schedule

Yearly

### 2.3 Purchase Order Instructions

Please Issue Purchase Order to: Rodney Ell  
CES Post Falls  
933 N Innovation Way  
Post Falls, ID 83854  
Ref: Proposal # 223952-R3  
Email PO to: [rell@ces-isn.com](mailto:rell@ces-isn.com)  
CC: [charlie.hutchison@aimm-services.com](mailto:charlie.hutchison@aimm-services.com)

Purchase order should match the value and term proposed above. If a purchase order received does not match the term of the agreement, pricing will be subject to annual price adjustments.

### 2.4 CES Terms and Conditions of Sale

If proposal is accepted, Customer agrees to be bound by AIMM Services' Standard Terms and Conditions of Service, available at [terms and conditions](#).

By signing this service proposal, you indicate your approval of the proposed solution and pricing.

Accepted By:

Customer Name: \_\_\_\_\_

Authorized Representative (print name): \_\_\_\_\_

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

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

**MINUTES  
GOLF COMMITTEE MEETING  
CITY HALL  
March 28, 2023  
5:30 pm**

Chairman Steve Nelson called the golf committee meeting March 28, 2023, to order at 5:35pm.

Committee members present were Scott Schopen, Gerry Ann Howlett, John Youngwirth attended via phone.

Members of the public included: Ralph Lotspeich

**PUBLIC COMMENTS**

No public comments were given.

**REPORTS**

Golf course manager Ralph Lotspeich reported that the golf course is dryer than it's ever been this time of year. Still some snow on the upper tee on seven, and things are looking good. Ralph plans to open this Saturday. It will be a soft opening and he will be letting people know through email, phone calls, and the website. There is supposed to be a tournament here for the high school next Tuesday April 4, 2023, there will be 2 other schools attending. The high school season has gotten hard as we are now in the 3A division and a couple of the other schools have dropped to a 2A as their enrollment at the school has gone down. So, they will compete with 1A and 2A. 4A and 5A have moved their schedule to the fall so we cannot participate with them and now must travel a long distance to play, which makes for a long day. CDA Stump grinding removed the stumps from the right of three. I emailed Deborah the invoice for Friends of Mirror Lake to pay, the total amount was \$2000.00. Jimmy is working on the gator. Jimmy also made a screen for the pumphouse #18.

**CONSENT AGENDA – {action item}**

1. Call to Order/Roll Call
2. Approval of minutes from the October 11, 2022, meeting.

John made the motion to approve the minutes.

The motion was seconded.

<b>Result:</b>	Approve
<b>Moved by:</b>	John Youngwirth
<b>Seconded by</b>	Scott Schopen
<b>Voted Yes</b>	Gerry Ann Howlett, John Youngwirth, Scott Schopen
<b>Voted No</b>	
<b>Absent</b>	Linda Hiatt

**OLD BUSINESS**

1. **Capital projects-** recommendations to City Council

Discussion items only. Steve said that he went to the City Council meeting last fall. There was some confusion as he was there representing the Committee, but the Council thought he was there representing Friends of Mirror Lake, and he was not allowed to speak about anything except the trees. Golf chairman report was not on the agenda. The committee set the priorities of the capital projects that are in the minutes of the last meeting. The items include the pump shed, new utility vehicle, and equipment storage. Steve asked Ralph if anything happened with the pump shed and he said no. Steve asked Ralph if he had any leads on a utility vehicle and that he had said Jimmy had been doing some work on the old one and would limp along for another year. Steve said that they did not talk about equipment storage and that it could be a future visit to the City Council. Gerry Ann asked if the City Council even knew what the committee discuss about. We have had this issue before. Steve asked if the meeting minutes from the committee meeting were given to the City Council in a packet. Deborah responded that she wasn't sure but would check. Later Deborah remembered that the minutes from the October meeting were in the Council packet in November. John asked who is responsible for making sure that approved items are being completed. Is it Ralph, the Mayor, or Lisa? Deborah explained that if you want to get a response from the City Council, you need to be added to the agenda, and that needs to be requested the week before the City Council meets. You can speak during the public comments and the Golf report, but you will not get a response.

## **2. Tree Removal- recommendations to City Council**

Friends of Mirror Lake will continue to work on getting the trees removed, maybe when the ground firms up more. Steve believes it can still be done this year. This winter didn't work out for the logger. John asked if any were a danger, Ralph said the ones to the left of three were and they are taken care of. The tree on five that is diseased did not get removed. The tree on the fourth green to the left with the split is a danger. Scotch pine behind number eight that is dead. Eddy Invernon had talked to the logger that said the trees on nine could be felled and bucked up to a manageable size and pushed up to the highway bank and burned. Gerry Ann asked if it was the highway right away. Steve said they would not be at the highway line but at the base.

## **NEW BUSINESS**

### **1. Income and Expense final summary**

Lisa Ailport prepared an income and expense report that is a little bit incomplete because of changes at the city. There are some good numbers on it. Steve reviewed the numbers and talked about the lower pond dock that was put in. But these numbers are probably close, but they will be completed in the near future. Deborah also let the committee know that Lisa said there could be a swing of about \$10,000.00 plus or minus back into the profit line, but we won't know until the work order for the pump is complete and closed out.

### **2. Golf course management and transition**

Mayor Staples asked for this item to be put on the agenda. This is Ralph's final year under contract. Steve said his concern is what will the City Council want the Golf Committee to do hiring a manager if Ralph decides to not come back. This is an item for discussion what will be expected of the golf committee. Steve asked Ralph if the Golf Committee interviewed him when he was hired, Ralph said yes that the job was put out through the PGA career links. Ralph said that he applied for the job in December 2002. Nine people applied for it and a phone interview was done then Ralph came in person for an interview in February with Russ Docherty, Cal Russel, Brion Poston, Linda Hiatt and Louise Carter. Steve said since Ralph knows the ins and outs of the golf course, the mayor asked if Ralph would be interested if he doesn't renew his contract in working with the new manager and help them get acquainted with the water system and other things. Ralph said that he doesn't know right now. Steve said the city may split the position and have a greens keeper and a course manager like they have had in the past.

## **INFORMATION**

Steve let everyone know that Mayor Staples had included a note of information into the packet about a maintenance schedule that Jimmy Dorhofer, the mechanic for the City of Bonners Ferry, created for the Golf equipment. This is for information only as it is not on the agenda currently. The next Golf Committee meeting will be May 23, 2023, at the Mirror Lake Golf Course at 5:30pm. At that meeting the calendar will be set for the meetings for the rest of the year. Gerry Ann asked about the budget shortfall. Deborah mentioned that the city will run the local option tax in May. John added that some golfers are parking on the side of the road on Deep Creek Loop and golfing. It is a hazard and people are only supposed to park there to carry tools down to fix their carts. Also, the weeds on the sides of the Deep Creek Loop by the cart path need to be kept up with weed eating and mowing. You cannot see and it is a hazard. John said he isn't sure if it's Ralph or the City Street Department who is responsible for maintaining them.

### **ADJOURNMENT**

John made the motion to close the meeting.

The motion was seconded.

<b>Result:</b>	Approve
<b>Moved by:</b>	John Youngwirth
<b>Seconded by</b>	Scott Schopen
<b>Voted Yes</b>	Gerry Ann Howlett, John Youngwirth, Scott Schopen
<b>Voted No</b>	
<b>Absent</b>	Linda Hiatt

Chairman Steve Nelson adjourned the meeting at 6:43pm

**MINUTES**  
**CITY PLANNING AND ZONING COMMISSION**  
**Bonnors Ferry City Council Chambers**  
**7232 Main St.**  
**(208) 267-3105**  
**February 16, 2023**  
**5:15 pm**

Chair Andy Howe called the Planning and Zoning meeting for February 16, 2023 to order at 5:15 pm. Planning and Zoning Commissioners present were: Andy Howe, Dave Gray, and Darci Price. Via zoom was planning consultant for the Comprehensive Plan Aaron Qualls, SCJ Alliance. Also present were: Contract Planner Clare Marley and Planning & Zoning Clerk Julie Fairchild.

**PUBLIC COMMENTS**

No public were present.

**CONSENT AGENDA**

**1. Approval January 19, 2023 Minutes: ACTION ITEM.**

Commissioner Darci Price moved to approve the minutes of January 19, 2022. Commissioner Dave Gray second the motion. The motion passed all in favor.

**2. Announcements: ADVISORY**

a. Pending files

Clare said there is two upcoming annexations and we also received an application for a planned unit development

b. March schedule

Clare said the Comprehensive Plan open house is scheduled for March 1<sup>st</sup> from 4 to 6 at the annex building followed by P& Z meeting and Comprehensive Plan public hearing at 6pm at the same building. Clare said to keep the regular scheduled March 16<sup>th</sup> meeting until we decide on the 1<sup>st</sup> whether to cancel it.

**3. Adjournment**

Commissioner Darci Price moved to adjourn the meeting. Commissioner David Gray seconded the motion. The motion passed all in favor. The meeting adjourned at 5:19 p.m.