



Agenda for the Workshop for Council & P&Z and the Regular Meeting of City Council

Thursday, November 10, 2022

5:00 PM Workshop Council & P&Z

6:00 PM City Council Meeting

Location: DALTON GARDENS CITY HALL, 6360 N 4th St., Dalton Gardens, ID

Meeting will be conducted in person and via Zoom.

Please use this link to join the webinar via computer/smartphone:

<https://us02web.zoom.us/j/89612998170?pwd=cUI1NIJkeXBvZ2V4Q2VWYjVPeEJldz09>

Phone Number: 1-669-900-6833 or 1-346-248-7799 or 1-253-215-8782

Webinar ID:896 1299 8170; Passcode: 385704

5:00 PM WORKSHOP for City Council and Planning & Zoning Commission

1. CALL TO ORDER
2. ROLL CALL
3. ADJOURN

6:00 PM CITY COUNCIL REGULAR MEETING

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL CONSENT CALENDAR- **ACTION**
 - a. Minutes from the Regular Meeting October 6, 2022
 - b. Minutes from the Special Meeting October 12, 2022
 - c. Monthly Financial Statement September 1-30, 2022
 - d. 4th Quarter Financial Statement (unaudited) September 30, 2022
 - e. Monthly Financial Statement October 1-31, 2022
 - f. Ratification of Bills from October 1-31, 2022
5. CITY REPORTS
 - a. City Engineer
 - b. City Planner
 - c. City Attorney
 - d. KCSO
6. PUBLIC COMMENT PERIOD: Each speaker will be allowed a maximum of three (3) minutes to address the City Council on matters that relate to City government business. Comments related to future public hearings should be held for that public hearing. Please be advised that the City Council can only take official action this evening for those items already listed on the agenda.
7. CITY BUSINESS
 - a. Consideration of Kootenai County Public Transportation Agreement- **ACTION**
 - b. Consideration of Edwards Smith Bill for Park Arch reconstruction- **ACTION**
 - c. Contract renewal with KCFR for Building Inspector Services- **ACTION**

- d. School Zone Ordinance Update- **ACTION**
- e. Consideration of awarding of child pedestrian safety improvement contract- **ACTION**
- f. Discussion of December Agenda Items

8. ADJOURNMENT- ACTION

Original Posting: 11/03/2022

The purpose of this Agenda is to assist the Council and interested citizens in the conduct of the public meeting. Careful review of the Agenda is encouraged. Testimony from the public will be solicited for any item or issue listed under the category of Public Hearings. Any individual who wishes to address the Council on any other subject should plan to speak when Item: Public Comments is identified by the Mayor. The Mayor and Council will not normally allow audience participation at any other time. Please, no repetitive or abusive comments. Workshops are for Council Members discussion only on a topic, no action or decisions occur at that time. No Public Comment is taken during Workshops. Assistance for persons with disabilities will be provided upon 24-hour notice prior to the meeting by calling the City Clerk at (208) 772-3698 ext 102.

City of Dalton Gardens
Council Regular Meeting Minutes
Thursday, October 6, 2022 @ 6:00 PM

Meeting was conducted via teleconference and in person.

1. **CALL MEETING TO ORDER:** Mayor Edwards called to order at 6:00 PM
2. **ROLL CALL:** Councilmembers Robert Wuest, Scott Jordan, Tyler Drechsel, and Mayor Dan Edwards were physically present. Councilmember Aaron O'Brien Absent. Also present: Teresa Janzen-City Clerk/Treasurer, Chris Gabbert- City Attorney.
3. **PLEDGE OF ALLEGIANCE:** Lead by P&Z Chairman, Mike Becker
4. **APPROVAL OF CONSENT CALENDAR:**
 - a. Minutes from the Regular Meeting September 26, 2022
 - b. Ratification of bills from September 1-30,2022RWuest requested the amended ratification of bills from September 1-30, 2022 be posted to the website.
TDrechsel made motion to approve the consent calendar items A and B, with amendment to take out second address for Curt Jernigan. SJordan seconded. SJordan: yes TDrechsel: yes RWuest: yes AO'Brien: yes Motion carries.

5. **CITY REPORTS**

- a. City Engineer presented a written report attached.
- b. City Planner presented a written report attached. Clerk gave update that the structural engineering for the Park Arches is in process. Have requested several times from Maintenance that the new poles to be picked up but has not happened yet. Driving very hard for full restoration before winter.
- c. City Attorney: will need to revisit school zone ordinance for enforceable speed limits as what was previously designated did not encompass Canfield Middle School. Bidding for pedestrian improvement grant is to be opened next Wednesday. Council does not need to be present at opening. Council chose to have a special meeting on 10/12 at 6 PM to tentatively award bid.
 - ❖ RWuest asked about any restrictions with spending ARPA funds. City Attorney stated that under the revenue replacement category of ARPA funds, the city has full availability of using funds except for pension plans, borrowing money, etc up to the maximum of \$10 million-which the city is under. Has asked HMH to create a priority list for suggestions of what to use ARPA funds for. Worst case scenario- if an entity uses ARPA funds incorrectly, they can be audited and face repaying the funds. He has no concerns with the city using the ARPA funds.
 - ❖ Clerk clarified from last meeting, ARPA funds must be obligated by 12/31/2024 and be fully expended by 12/31/2026.
- d. KCSO: Clerk gave council a written report and a verbal accounting there were 113 traffic stops,107 citations, and 36 written warnings in three weeks as the KCSO Deputy contracted CoVid from a traffic stop in Dalton Gardens. Deputy

Wallace will be asked to attend the November council meeting to give a verbal report.

- e. City Clerk gave the Mayor and Council donated 'Dalton Gardens' signs from a local Dalton Gardens business that received them as samples from one of their vendors.

6. PUBLIC COMMENT -opened at 6:21 PM; closed at 6:31 PM

- a. Sue Supp- 7024 N 16th St; Felt the picnic was a tremendous success. Clarified that she feels the city cannot use incremental budgeting anymore. Advised the City to have a plan to get through the coming recession. Questioned lack of maintenance on Arena and city buildings.
- b. Curt Jernigan- 7439 N Davenport St; Thanked Clerk for detail in public comments section. Recommended Eagle, ID fiscal transparency resolutions as guidelines for Dalton Gardens.
- c. Carrie Chase- 7512 N 4th St; Requested physical copies to be made available for residents at the council meeting for anything handed to councilmembers that is not in the published online packet. Questioned cost per traffic citation. Would like to see more citations per day from the Deputy Sheriff.
- d. Mike Becker- Planning & Zoning Commission Chair; clarified P&Z's independent nature of volunteer commissioners that address only planning & zoning issues of the city. Requested a joint workshop with P&Z, City Council, and Staff to discuss upcoming staff priorities to streamline the process for efficiency of staff time and taxpayer dollars.

7. CITY BUSINESS

- a. **Biohazard Response Presentation-** Rick Bennett of BioGone gave presentation on the need for municipalities to have a predetermined response plan in place in the event of biohazard incident like mass shootings, mass casualty incidents, suicide on city property, etc. He educated council that until an incident scene is properly cleaned and decontaminated, people are not allowed to resume activities in the space. Failure to comply with the EPA, CDC, and OSHA guidelines for cleaning and decontamination could result in hefty fines. He holds 8 certifications for biohazard removal in all 4 levels of biohazards. Currently contracts with the City of Coeur d'Alene and is in talks with Kootenai County. Council questioned cost for service. Cost is per incident and specific to that situation. Mr. Bennett will provide a copy of the contract with Coeur d'Alene to the Mayor before further talks.
- b. **Annual Picnic Final Report-**Lucy Jernigan, 2022 Picnic Committee Chair gave final report that included:
 - o Donation from James Supp of Coronado Trading for \$200 toward 2023 picnic
 - o Leftover ice cream was donated to Children's Village
 - o 23% of households attended picnic.
 - o Thanked Councilmember Drechsel for his support

Presented additional proposal for Christmas event on December 10, 2022 from 4-6 PM: visit with Santa and cookie exchange for residents in conjunction with KCFR normal event. Will collect donated non-perishable food, donated toys for Toys-for-Tots, and have a Christmas wish tree with child specific tags serving 15 local children (Dalton Elementary, and Church of Christ to identify children in need). Home Depot is donating a 6.5' artificial tree with decorations. Asked council is there was funding for a Christmas event. Would like to promote via flier as economically as possible. Councilmember Drechsel will play Santa and the Mayor and other Councilmembers will be lumberjack elves in red buffalo plaid shirts.

Council asked if we were able to rollover picnic funds from one fiscal year to the next. Treasurer indicated yes.

Clerk advised we do not currently have a database of commercial email addresses to submit but can publish a flier on all the city's social media sites. Also advised can go through Dalton Elementary to get flier out through PeachJar, local radio stations for free advertising of local community events.

Encouraged all residents to get involved to give Dalton a better future.

- c. **Magnuson, McHugh & Company Letter of Engagement for FY22 Audit**
TDrechsel made a motion to approve the letter of engagement with Magnuson, McHugh & Company for fiscal year 2022 Audit. SJordan seconded.
SJordan: yes RWuest: yes TDrechsel: yes Motion carries.
- d. **Anderson Brothers Letter of Engagement for FY22 Pre-Audit Prep**
RWuest made a motion to approve the letter of engagement with Anderson Brothers for fiscal year 2022 pre-audit prep and direct the Mayor to sign the agreement. TDrechsel seconded.
SJordan: yes RWuest: yes TDrechsel: yes Motion carries.
- e. **Anderson Brothers Letter of Engagement for FY23 Accountant**
TDrechsel made a motion to approve the letter of engagement with Anderson Brothers for fiscal year 2023 for as-needed Accountant services. SJordan seconded.
SJordan: yes TDrechsel: yes RWuest: yes Motion carries.
- f. **Kootenai County Public Transportation Agreement FY23**
Council discussed the cost of \$3,051 the city's share of the para-transit program. Council would like to see a written report of the FY22 rides before determining FY23 participation. Clerk will procure report and present at November meeting.
SJordan made a motion to table item until November 10, 2022 meeting. TDrechsel seconded.
All in favor. Motion carries.

g. KCSO Dedicated Service contract for FY23

Clerk presented new contract for dedicated full-time KC Sheriff's Deputy to be assigned to the city for FY23. Cost has decreased from \$146,000 to \$125,000.

Reason for the decrease included Sheriff Norris being able to backfill more economically than originally projected and changing from motorcycles to car.

TDrechsel made a motion to approve the Kootenai County Sheriff's Office letter of Agreement for a full-time dedicated Deputy for fiscal year 2023 for the amount of \$125,000 and direct the Mayor to sign the agreement. SJordan seconded.

RWuest: yes SJordan: yes TDrechsel: yes Motion carries.

h. November Agenda Items

- ❖ Update to School Zone Ordinance
- ❖ Kootenai County Transportation agreement FY23
- ❖ Estimates for large crack seal repairs on Colfax and Rude north of Wilbur
- ❖ Estimates for mitigation of extreme flooding/puddling issue at Aqua Circle and Government Way that is tunneling moisture under the road
- ❖ Potential public hearing for update to definition of height in zoning code if it's passed by Planning & Zoning in time for publication

**8. ADJOURNMENT: SJordan made motion to adjourn. TDrechsel seconded.
All in favor. Adjourned 07:30 PM**

Dan Edwards, Mayor

ATTEST:

Teresa Janzen, City Clerk/ Treasurer

City of Dalton Gardens
Council Special Meeting Minutes
Wednesday, October 12, 2022 @ 6:00 PM

Meeting was conducted via teleconference and in person.

1. **CALL MEETING TO ORDER:** Mayor Edwards called to order at 6:03 PM
2. **ROLL CALL:** Councilmember Aaron O'Brien attended via Zoom. Councilmembers Scott Jordan, Robert Wuest, Tyler Drechsel, and Mayor Dan Edwards were physically present. Also present: Teresa Janzen-City Clerk/Treasurer, Christine Baker- City Engineer.
3. **AWARDING OF CHILD PEDESTRIAN SAFETY IMPROVEMENT CONTRACT**
City Engineer presented the single bid received from Stripe Rite in the sum of \$154,421.16. 2 sets of RRFB systems and 5 school zone flashing beacons. Request for bids were published in the Coeur d'Alene Press and the HMH planroom site.

Council Discussion Included

- Why the bid was so high: *Traffic Control came in significantly higher than projected.*
- Grant award is for \$150,000 and anything that is not used must be returned. Current bid is over the grant award by \$4,421.16. Overage would be at the City's expense out of the roads budget line item.
- Thermoplastic lifespan is 5 years so it will need to be budgeted for its replacement. Current price is \$25, 436.16 installed. The city can apply for other grants when it is time to renew the thermoplastic. Currently using latex paint for crosswalks and needs to be reapplied every year.
- The grant was applied for due to life safety issues for pedestrians, especially at the crosswalks.
- Proposal was made to install all locations except for 16th Street immediately and find the \$4,421.16 within the next year to install the 16th Street RRFB location during the time of the grant which is December 2023. *Uncertain if Strip Rite would allow that kind of delay in work and payment with such a volatile supply chain market. Stripe Rite is primarily a striping company and not a sign company.*
- Specified in the bid that the RRFB be Trafficalm system, or another system approved by the City Engineer. Trafficalm is what the city previously installed near Dalton Elementary.
- Construction inspection and oversight cost will be done by HMH Engineering. Projected time is 90 minutes per day for approximately \$3,000 cost to the city. This cost is forbidden to be paid with grant funds.
- City Council directed staff to immediately repaint crosswalks and add reflective beads at Dalton Elementary with latex paint for safety while in the re-bidding process. Council acknowledges that the freshly painted crosswalks will need to be removed in order for the thermoplastic to be placed when a bid is accepted.

- Council would like the new request for bids to be placed in the Coeur d'Alene Press, HMH planroom, Spokane Plan Center, Association of General Contractors, and Abadon.

AO'Brien made motion to reject the recommended bid from Stripe Rite bid and direct HMH Engineering to go back out to bid. TDrechsel seconded.

AO'Brien: yes SJordan: yes RWuest: yes TDrechsel: yes Motion carries.

*Councilmember Jordan asked for a special meeting on October 26, 2022 to address the crack sealing on Colfax and Rude with the new Crafcro product. TDrechsel may need to Zoom in but everyone else is available.

- 4. ADJOURNMENT: SJordan made motion to adjourn. TDrechsel seconded. All in favor. Adjourned 07:30 PM**

Dan Edwards, Mayor

ATTEST:

Teresa Janzen, City Clerk/ Treasurer

CITY OF DALTON GARDENS
Budget vs. Actual (unaudited)
October 1, 2021 to September 30, 2022

	Actuals	Budget	\$ Over Budget	% of Budget
Income				
301-000 · COMMUNITY DEV. INCOME				
301-03 · BUILDING PERMIT REVENUE	97,388.80	65,300.00	32,088.80	149.14%
301-04 · BUSINESS LICENSE REVENUE				
301-041 · HOME BASED BUS LICENSE	175.00	250.00	-75.00	70.0%
301-04 · BUSINESS LICENSE REVENUE - Other	4,550.00	7,500.00	-2,950.00	60.67%
Total 301-04 · BUSINESS LICENSE REVENUE	4,725.00	7,750.00	-3,025.00	60.97%
301-05 · FACILITY RESERVATION REVENUE	825.00	500.00	325.00	165.0%
301-06 · FINES	456.00			
301-07 · SPECIAL USE FEES	2,400.00	1,000.00	1,400.00	240.0%
301-08 · SUBDIVISION REVENUE	400.00	1,000.00	-600.00	40.0%
301-11 · ROW PERMITS	2,773.36			
301-12 · Alcohol Licenses	470.00			
Total 301-000 · COMMUNITY DEV. INCOME	109,438.16	75,550.00	33,888.16	144.86%
302-000 · FRANCHISE FEES				
302-01 · FRANCHISE FEE AVISTA	34,672.34	26,000.00	8,672.34	133.36%
302-02 · FRANCHISE FEE TWC/SPECTRUM	18,512.10	26,000.00	-7,487.90	71.2%
302-03 · FRANCHISE FEE TDS	3,515.56	1,000.00	2,515.56	351.56%
Total 302-000 · FRANCHISE FEES	56,700.00	53,000.00	3,700.00	106.98%
303-000 · HIGHWAY FUNDS				
303-01 · HIGHWAY USERS REVENUE	128,969.94	87,069.00	41,900.94	148.12%
303-02 · NEW HIGHWAY USER REVENUE	20,844.17	29,604.00	-8,759.83	70.41%
303-03 · TRANSFER HWY DISTRICT LEVY	65,811.87	40,000.00	25,811.87	164.53%
303-000 · HIGHWAY FUNDS - Other	150,000.00			
Total 303-000 · HIGHWAY FUNDS	365,625.98	156,673.00	208,952.98	233.37%
304-000 · LID ASSESSMENTS				
304-01 · LID # 1 Assessments	19,891.49	21,873.58	-1,982.09	90.94%
304-02 · LID #2 - GOVERNMENT WAY	150,533.97	43,903.15	106,630.82	342.88%
Total 304-000 · LID ASSESSMENTS	170,425.46	65,776.73	104,648.73	259.1%
305-000 · PROPERTY TAXES	172,947.58	170,919.00	2,028.58	101.19%
306-000 · STATE REVENUE SHARE				
306-01 · STATE LIQUOR ALLOCATION	110,826.00	102,540.00	8,286.00	108.08%
306-02 · STATE REVENUE SHARING	290,311.51	230,768.00	59,543.51	125.8%
Total 306-000 · STATE REVENUE SHARE	401,137.51	333,308.00	67,829.51	120.35%
307-000 · OTHER INCOME				
307-02 · COURT REVENUE-TRAFFIC FINES	12,340.35	5,000.00	7,340.35	246.81%
307-03 · INTEREST INCOME	13,076.24	5,000.00	8,076.24	261.53%
307-05 · REFUNDS & REIMBURSEMENTS	8,094.09			
307-06 · RENT	6,240.00	6,240.00	0.00	100.0%
307-08 · UNENCUMBERED BANK FUNDS	0.00	346,000.00	-346,000.00	0.0%
307-09 · ARPA	259,190.78			
Total 307-000 · OTHER INCOME	298,941.46	362,240.00	-63,298.54	82.53%
308-000 · GRANT FUNDS				
308-03 · CONTRIBUTIONS & DONATIONS	2,300.00			

CITY OF DALTON GARDENS
Budget vs. Actual (unaudited)
October 1, 2021 to September 30, 2022

	Actuals	Budget	\$ Over Budget	% of Budget
308-000 · GRANT FUNDS - Other	500.00			
Total 308-000 · GRANT FUNDS	2,800.00			
340 · CHARGES FOR SERVICES	50.00			
Total Income	1,578,066.15	1,217,466.73	360,599.42	129.62%
Gross Profit	1,578,066.15	1,217,466.73	360,599.42	129.62%
Expense				
401-000 · GENERAL & ADMIN				
401-016 · TRAINING TRAVEL EXPENSE	2,601.01	3,200.00	-598.99	81.28%
401-03 · COUNCIL EXPENSES				
401-033 · CITY COUNCIL SALARIES	20,000.00	19,200.00	800.00	104.17%
401-036 · MAYOR WAGES	10,625.00	10,200.00	425.00	104.17%
Total 401-03 · COUNCIL EXPENSES	30,625.00	29,400.00	1,225.00	104.17%
401-04 · OFFICE EXPENSES				
401-041 · BLDG MAINT CONTRACTED	4,695.76	3,000.00	1,695.76	156.53%
401-042 · BLDG & GROUNDS MAINTENANCE	5,132.15	5,000.00	132.15	102.64%
401-043 · DUES & SUBSCRIPTIONS	2,353.93	2,500.00	-146.07	94.16%
401-045 · GARBAGE COLLECTION & DISPOSAL	697.25	500.00	197.25	139.45%
401-046 · OFFICE MAINTENANCE	117.98	600.00	-482.02	19.66%
401-047 · OFFICE SUPPLIES & POSTAGE	5,326.97	8,000.00	-2,673.03	66.59%
401-048 · SOFTWARE PURCHASE & IT SERVICE	16,290.75	20,000.00	-3,709.25	81.45%
401-049 · REFUNDABLE EXPENSE	984.17			
Total 401-04 · OFFICE EXPENSES	35,598.96	39,600.00	-4,001.04	89.9%
401-05 · PERSONNEL EXPENSE				
401-050 · COMPANY PAYROLL TAX EXPENSE	29,892.10	26,403.00	3,489.10	113.22%
401-054 · CLERK WAGES	54,166.70	52,000.00	2,166.70	104.17%
401-058 · DEPUTY CLERK WAGES	22,496.67	38,000.00	-15,503.33	59.2%
401-059 · EMP HEALTH INSURANCE	20,232.00	26,400.00	-6,168.00	76.64%
Total 401-05 · PERSONNEL EXPENSE	126,787.47	142,803.00	-16,015.53	88.79%
401-06 · PROFESSIONAL SERVICES				
401-061 · AUDIT AND ACCOUNTING	13,391.20	24,000.00	-10,608.80	55.8%
401-062 · LEGAL PUBLISHING	6,975.15	4,000.00	2,975.15	174.38%
401-06 · PROFESSIONAL SERVICES - Other	69,041.00	64,000.00	5,041.00	107.88%
Total 401-06 · PROFESSIONAL SERVICES	89,407.35	92,000.00	-2,592.65	97.18%
401-07 · UTILITES				
401-071 · BLDG & GROUNDS UTILITIES	7,083.73	8,000.00	-916.27	88.55%
401-072 · INTERNET	1,382.30	1,708.00	-325.70	80.93%
401-073 · TELEPHONE	979.36	1,092.00	-112.64	89.69%
Total 401-07 · UTILITES	9,445.39	10,800.00	-1,354.61	87.46%
401-08 · ANNUAL PICNIC	4,006.84	3,500.00	506.84	114.48%
401-11 · GENERAL CONTINGENCY FUND	0.00	31,231.00	-31,231.00	0.0%
401-12 · INSURANCE	6,688.00	7,500.00	-812.00	89.17%
401-13 · MISCELLANEOUS SERVICE & CHARGES	0.00	1,800.00	-1,800.00	0.0%
401-15 · Uncategorized Expenses	0.00	725.73	-725.73	0.0%
Total 401-000 · GENERAL & ADMIN	305,160.02	362,559.73	-57,399.71	84.17%

CITY OF DALTON GARDENS
Budget vs. Actual (unaudited)
October 1, 2021 to September 30, 2022

	Actuals	Budget	\$ Over Budget	% of Budget
402-000 · LAW ENFORCEMENT				
402-05 · CODE ENFORCEMENT-WAGES	2,886.28	12,000.00	-9,113.72	24.05%
402-06 · PROSECUTING ATTORNEY	1,740.00	1,740.00	0.00	100.0%
402-08 · SPECIAL LAW ENFORCEMENT EXP	54,750.01	146,000.00	-91,249.99	37.5%
Total 402-000 · LAW ENFORCEMENT	59,376.29	159,740.00	-100,363.71	37.17%
403-000 · STREETS				
403-06 · FUEL AND LUBRICANTS	2,980.22	2,000.00	980.22	149.01%
403-10 · ROADS-ENG PLANS & SERVICES	45,731.00	37,000.00	8,731.00	123.6%
403-11 · SNOW & ICE CONTROL-REMOVAL	3,360.00	30,000.00	-26,640.00	11.2%
403-12 · STREET EQUIPMENT MAINTENANCE	1,918.46	7,000.00	-5,081.54	27.41%
403-14 · STREET MAINT- CONTRACTED	446,586.28	358,367.00	88,219.28	124.62%
403-16 · STREET MAINT-SUPPLIES	9,110.83	1,000.00	8,110.83	911.08%
403-18 · STREET MAINT - WAGES	17,832.01	25,000.00	-7,167.99	71.33%
403-20 · STREET SIGNAL LIGHTS	423.09	500.00	-76.91	84.62%
Total 403-000 · STREETS	527,941.89	460,867.00	67,074.89	114.55%
404-000 · PARKS				
404-01 · HORSE ARENA EXPENSES	1,738.82	9,000.00	-7,261.18	19.32%
404-03 · PARK MAINTENANCE- CONTRACTED	17,197.13	30,000.00	-12,802.87	57.32%
404-07 · PARK MAINTENANCE- WAGES	4,723.63	6,000.00	-1,276.37	78.73%
404-09 · SUPPLIES- PARK MAINT	1,975.18	1,500.00	475.18	131.68%
Total 404-000 · PARKS	25,634.76	46,500.00	-20,865.24	55.13%
405-000 · LID				
405-01 · Gov't Way Sewer Project/LID #1	33,533.00	34,000.00	-467.00	98.63%
405-02 · LID PHASE 2	309,437.60	65,500.00	243,937.60	472.42%
Total 405-000 · LID	342,970.60	99,500.00	243,470.60	344.69%
407-000 · COMMUNITY DEV.				
407-01 · PLANNING & ZONING				
407-011 · PLANNING CONSULTANT	40,933.47	25,000.00	15,933.47	163.73%
407-012 · PLANNING SOFTWARE	11,497.00	13,300.00	-1,803.00	86.44%
Total 407-01 · PLANNING & ZONING	52,430.47	38,300.00	14,130.47	136.89%
407-02 · BUILDING INSPECTOR SERVICES	41,086.00	50,000.00	-8,914.00	82.17%
407-03 · KOOTENAI AREA TRANSPORTATION SY	3,051.00			
Total 407-000 · COMMUNITY DEV.	96,567.47	88,300.00	8,267.47	109.36%
Total Expense	1,357,651.03	1,217,466.73	140,184.30	111.51%
Net Income	220,415.12	0.00	220,415.12	100.0%

Checking/Savings

1-101.0 · General Checking- US BANK	0.00
1-101.2 · LID #1 Bond Fund	2,069.24
1-101.3 · Guaranteed Fund	35,219.95
1-101.5 · Gen Checking- ICCU	379,731.17
1-101.6 · LID# 2- ICCU	51,308.12
1-101.7 · ARPA- ICCU	235.78
1-101.8 · 18th St- ICCU	2,500.35

CITY OF DALTON GARDENS
Budget vs. Actual (unaudited)
October 1, 2021 to September 30, 2022

Actuals	Budget	\$ Over Budget	% of Budget
	1-101.9 · General Fund-ICCU		151,967.49
	1-102.0 · LGIP #1404-General Fund		2,011,888.57
	1-102.1 · LGIP #2380-18th St		42,968.29
	1-102.2 · LGIP #3726-ARPA		519,616.84
	Total Checking/Savings		3,197,505.80

CITY OF DALTON GARDENS
4th Quarter Treasurer's Report (unaudited)
October 1, 2021 thru September 30, 2022

	<u>Actual</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
301-000 · COMMUNITY DEV. INCOME	109,438.16	75,550.00	33,888.16	144.86%
302-000 · FRANCHISE FEES	56,700.00	53,000.00	3,700.00	106.98%
303-000 · HIGHWAY FUNDS	365,625.98	156,673.00	208,952.98	233.37%
304-000 · LID ASSESSMENTS	170,425.46	65,776.73	104,648.73	259.1%
305-000 · PROPERTY TAXES	172,947.58	170,919.00	2,028.58	101.19%
306-000 · STATE REVENUE SHARE	401,137.51	333,308.00	67,829.51	120.35%
307-000 · OTHER INCOME	298,941.46	362,240.00	-63,298.54	82.53%
308-000 · GRANT FUNDS	2,800.00			
340 · CHARGES FOR SERVICES	50.00			
Total Income	<u>1,578,066.15</u>	<u>1,217,466.73</u>	<u>360,599.42</u>	<u>129.62%</u>
Gross Profit	1,578,066.15	1,217,466.73	360,599.42	129.62%
Expense				
401-000 · GENERAL & ADMIN	305,160.02	362,559.73	-57,399.71	84.17%
402-000 · LAW ENFORCEMENT	59,376.29	159,740.00	-100,363.71	37.17%
403-000 · STREETS	527,941.89	460,867.00	67,074.89	114.55%
404-000 · PARKS	25,634.76	46,500.00	-20,865.24	55.13%
405-000 · LID	342,970.60	99,500.00	243,470.60	344.69%
407-000 · COMMUNITY DEV.	96,567.47	88,300.00	8,267.47	109.36%
Total Expense	<u>1,357,651.03</u>	<u>1,217,466.73</u>	<u>140,184.30</u>	<u>111.51%</u>
Net Income	<u><u>220,415.12</u></u>	<u><u>0.00</u></u>	<u><u>220,415.12</u></u>	<u><u>100.0%</u></u>

CITY OF DALTON GARDENS
Budget vs. Actual
October 1, 2022

	<u>Actual</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
301-000 · COMMUNITY DEV. INCOME				
301-03 · BUILDING PERMIT REVENUE				
301-032 · MECHANICAL PERMIT REVENUE	1,518.00			
301-033 · ROOF PERMIT REVENUE	200.00			
301-03 · BUILDING PERMIT REVENUE - Other	9,530.99	75,300.00	-65,769.01	12.66%
Total 301-03 · BUILDING PERMIT REVENUE	11,248.99	75,300.00	-64,051.01	14.94%
301-04 · BUSINESS LICENSE REVENUE				
301-041 · HOME BASED BUS LICENSE	0.00	250.00	-250.00	0.0%
301-04 · BUSINESS LICENSE REVENUE - Other	100.00	7,500.00	-7,400.00	1.33%
Total 301-04 · BUSINESS LICENSE REVENUE	100.00	7,750.00	-7,650.00	1.29%
301-05 · FACILITY RESERVATION REVENUE	50.00	500.00	-450.00	10.0%
301-07 · SPECIAL USE FEES	1,033.36	3,000.00	-1,966.64	34.45%
301-08 · SUBDIVISION REVENUE	0.00	1,000.00	-1,000.00	0.0%
301-11 · ROW PERMITS	2,142.50	1,500.00	642.50	142.83%
301-12 · Alcohol Licenses	0.00	600.00	-600.00	0.0%
Total 301-000 · COMMUNITY DEV. INCOME	14,574.85	89,650.00	-75,075.15	16.26%
302-000 · FRANCHISE FEES				
302-01 · FRANCHISE FEE AVISTA	0.00	28,000.00	-28,000.00	0.0%
302-02 · FRANCHISE FEE TWC/SPECTRUM	0.00	10,000.00	-10,000.00	0.0%
302-03 · FRANCHISE FEE TDS	0.00	5,000.00	-5,000.00	0.0%
302-05 · FRANCHISE FEE ZIPLY	0.00	1,000.00	-1,000.00	0.0%
Total 302-000 · FRANCHISE FEES	0.00	44,000.00	-44,000.00	0.0%
303-000 · HIGHWAY FUNDS				
303-01 · HIGHWAY USERS REVENUE	22,550.28	95,527.00	-72,976.72	23.61%
303-02 · NEW HIGHWAY USER REVENUE	7,188.93	47,657.00	-40,468.07	15.09%
303-03 · TRANSFER HWY DISTRICT LEVY	67.66	57,000.00	-56,932.34	0.12%
Total 303-000 · HIGHWAY FUNDS	29,806.87	200,184.00	-170,377.13	14.89%
304-000 · LID ASSESSMENTS				
304-01 · LID # 1 Assessments				
304-011 · LID#1 Assessments Interest	224.03			
304-01 · LID # 1 Assessments - Other	1,437.81	20,809.00	-19,371.19	6.91%
Total 304-01 · LID # 1 Assessments	1,661.84	20,809.00	-19,147.16	7.99%
304-02 · LID #2 - GOVERNMENT WAY	506.40	35,826.00	-35,319.60	1.41%
Total 304-000 · LID ASSESSMENTS	2,168.24	56,635.00	-54,466.76	3.83%
305-000 · PROPERTY TAXES				
305-01 · AG EQUIP REPLACEMENT	0.00	2.00	-2.00	0.0%
305-02 · CURRENT REAL PROPERTY TAX	141.96	175,095.00	-174,953.04	0.08%
305-03 · DELINQUENT REAL PROPERTY TAX	29.78			
305-04 · PENALTY & INTEREST	22.01			
Total 305-000 · PROPERTY TAXES	193.75	175,097.00	-174,903.25	0.11%
306-000 · STATE REVENUE SHARE				
306-01 · STATE LIQUOR ALLOCATION	22,249.00	117,000.00	-94,751.00	19.02%
306-02 · STATE REVENUE SHARING	77,404.61	300,695.00	-223,290.39	25.74%

CITY OF DALTON GARDENS
Budget vs. Actual
October 1, 2022

	Actual	Budget	\$ Over Budget	% of Budget
Total 306-000 · STATE REVENUE SHARE	99,653.61	417,695.00	-318,041.39	23.86%
307-000 · OTHER INCOME				
307-02 · COURT REVENUE-TRAFFIC FINES	3,438.45	5,000.00	-1,561.55	68.77%
307-03 · INTEREST INCOME	137.09	2,000.00	-1,862.91	6.86%
307-05 · REFUNDS & REIMBURSEMENTS	312.00			
307-06 · RENT	0.00	10,986.00	-10,986.00	0.0%
307-000 · OTHER INCOME - Other	0.00	10,800.00	-10,800.00	0.0%
Total 307-000 · OTHER INCOME	3,887.54	28,786.00	-24,898.46	13.51%
308-000 · GRANT FUNDS				
308-03 · CONTRIBUTIONS & DONATIONS	200.00	1,000.00	-800.00	20.0%
Total 308-000 · GRANT FUNDS	200.00	1,000.00	-800.00	20.0%
Total Income	150,484.86	1,013,047.00	-862,562.14	14.86%
	150,484.86	1,013,047.00	-862,562.14	14.86%
Expense				
401-000 · GENERAL & ADMIN				
401-016 · TRAINING TRAVEL EXPENSE	309.00	8,400.00	-8,091.00	3.68%
401-03 · COUNCIL EXPENSES				
401-033 · CITY COUNCIL SALARIES	1,600.00	19,200.00	-17,600.00	8.33%
401-036 · MAYOR WAGES	850.00	10,200.00	-9,350.00	8.33%
Total 401-03 · COUNCIL EXPENSES	2,450.00	29,400.00	-26,950.00	8.33%
401-04 · OFFICE EXPENSES				
401-041 · BLDG MAINT CONTRACTED	245.00	4,000.00	-3,755.00	6.13%
401-042 · BLDG & GROUNDS MAINTENANCE	0.00	30,000.00	-30,000.00	0.0%
401-043 · DUES & SUBSCRIPTIONS	1,124.80	2,500.00	-1,375.20	44.99%
401-045 · GARBAGE COLLECTION & DISPOSAL	32.30	1,000.00	-967.70	3.23%
401-047 · OFFICE SUPPLIES & POSTAGE	211.92	6,000.00	-5,788.08	3.53%
401-048 · SOFTWARE PURCHASE & IT SERVICE	1,336.32	15,000.00	-13,663.68	8.91%
401-049 · REFUNDABLE EXPENSE	132.99			
Total 401-04 · OFFICE EXPENSES	3,083.33	58,500.00	-55,416.67	5.27%
401-05 · PERSONNEL EXPENSE				
401-050 · COMPANY PAYROLL TAX EXPENSE	2,203.63	40,932.00	-38,728.37	5.38%
401-054 · CLERK WAGES	5,308.59	75,406.00	-70,097.41	7.04%
401-058 · DEPUTY CLERK WAGES	2,998.34	43,672.38	-40,674.04	6.87%
401-059 · EMP HEALTH INSURANCE	2,272.00	27,336.00	-25,064.00	8.31%
Total 401-05 · PERSONNEL EXPENSE	12,782.56	187,346.38	-174,563.82	6.82%
401-06 · PROFESSIONAL SERVICES				
401-061 · AUDIT AND ACCOUNTING	3.00	15,000.00	-14,997.00	0.02%
401-062 · LEGAL PUBLISHING	586.08	8,000.00	-7,413.92	7.33%
401-06 · PROFESSIONAL SERVICES - Other	2,600.00	50,000.00	-47,400.00	5.2%
Total 401-06 · PROFESSIONAL SERVICES	3,189.08	73,000.00	-69,810.92	4.37%
401-07 · UTILITIES				
401-071 · BLDG & GROUNDS UTILITIES	570.87	11,000.00	-10,429.13	5.19%
401-072 · INTERNET	119.99	1,680.00	-1,560.01	7.14%
401-073 · TELEPHONE	101.37	480.00	-378.63	21.12%

CITY OF DALTON GARDENS
Budget vs. Actual
October 1, 2022

	<u>Actual</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 401-07 · UTILITES	792.23	13,160.00	-12,367.77	6.02%
401-08 · ANNUAL PICNIC	0.00	3,500.00	-3,500.00	0.0%
401-11 · GENERAL CONTINGENCY FUND	0.00	30,000.00	-30,000.00	0.0%
401-12 · INSURANCE	4,989.00	7,500.00	-2,511.00	66.52%
Total 401-000 · GENERAL & ADMIN	27,595.20	410,806.38	-383,211.18	6.72%
402-000 · LAW ENFORCEMENT				
402-05 · CODE ENFORCEMENT-WAGES	0.00	10,000.00	-10,000.00	0.0%
402-06 · PROSECUTING ATTORNEY	0.00	1,740.00	-1,740.00	0.0%
402-08 · SPECIAL LAW ENFORCEMENT EXP	10,416.67	146,000.00	-135,583.33	7.14%
Total 402-000 · LAW ENFORCEMENT	10,416.67	157,740.00	-147,323.33	6.6%
403-000 · STREETS				
403-05 · FIRE HYDRANTS	0.00	10,000.00	-10,000.00	0.0%
403-06 · FUEL AND LUBRICANTS	0.00	4,500.00	-4,500.00	0.0%
403-10 · ROADS-ENG PLANS & SERVICES	2,094.75	25,000.00	-22,905.25	8.38%
403-11 · SNOW & ICE CONTROL-REMOVAL	0.00	10,000.00	-10,000.00	0.0%
403-12 · STREET EQUIPMENT MAINTENANCE	0.00	5,000.00	-5,000.00	0.0%
403-14 · STREET MAINT- CONTRACTED	0.00	360,000.00	-360,000.00	0.0%
403-16 · STREET MAINT-SUPPLIES	159.95	3,000.00	-2,840.05	5.33%
403-18 · STREET MAINT - WAGES	641.00	20,715.60	-20,074.60	3.09%
403-20 · STREET SIGNAL LIGHTS	37.62	500.00	-462.38	7.52%
Total 403-000 · STREETS	2,933.32	438,715.60	-435,782.28	0.67%
404-000 · PARKS				
404-01 · HORSE ARENA EXPENSES	201.21	7,000.00	-6,798.79	2.87%
404-03 · PARK MAINTENANCE- CONTRACTED	2,351.08	24,000.00	-21,648.92	9.8%
404-07 · PARK MAINTENANCE- WAGES	412.50	5,660.00	-5,247.50	7.29%
Total 404-000 · PARKS	2,964.79	36,660.00	-33,695.21	8.09%
405-000 · LID	5.00	74,131.41	-74,126.41	0.01%
407-000 · COMMUNITY DEV.				
407-01 · PLANNING & ZONING				
407-011 · PLANNING CONSULTANT	2,625.00	25,000.00	-22,375.00	10.5%
407-012 · PLANNING SOFTWARE	0.00	11,500.00	-11,500.00	0.0%
Total 407-01 · PLANNING & ZONING	2,625.00	36,500.00	-33,875.00	7.19%
407-02 · BUILDING INSPECTOR SERVICES	0.00	65,000.00	-65,000.00	0.0%
407-03 · KOOTENAI AREA TRANSPORTATION SY	0.00	3,051.00	-3,051.00	0.0%
Total 407-000 · COMMUNITY DEV.	2,625.00	104,551.00	-101,926.00	2.51%
Total Expense	46,539.98	1,222,604.39	-1,176,064.41	3.81%
	103,944.88	-209,557.39	313,502.27	-49.6%

CITY OF DALTON GARDENS
Budget vs. Actual
October 1, 2022

<u>Actual</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Checking/Savings			
	1-101.0 · General Checking- US BANK		0.00
	1-101.2 · LID #1 Bond Fund		3,726.08
	1-101.3 · Guaranteed Fund		35,219.95
	1-101.5 · Gen Checking- ICCU		482,856.03
	1-101.6 · LID# 2- ICCU		51,308.12
	1-101.7 · ARPA- ICCU		254.60
	1-101.8 · 18th St- ICCU		2,500.56
	1-101.9 · General Fund-ICCU		152,020.90
	1-102.0 · LGIP #1404-General Fund		2,011,888.57
	1-102.1 · LGIP #2380-18th St		42,968.29
	1-102.2 · LGIP #3726-ARPA		519,616.84
	Total Checking/Savings		3,302,359.94

Ratified Bills List
10/01/2022 to 10/31/2022

Vendor	Amount	Note
American On-Site Services	\$ 64.00	October bill *closed for the season
APT US&C	\$ 159.00	Annual Membership
Association of Idaho Cities	\$ 1,104.80	Annual Membership
Avista Utilities	\$ 265.70	Monthly Electric & Gas
Coeur d'Alene Garbage Service	\$ 31.00	Garbage
Coeur d'Alene Press	\$ 586.08	Legal publications
Dalton Water Association	\$ 480.00	Quarterly water for 4 meters
HMH Engineering	\$ 2,094.75	October Engineering
ICCU Credit Card	\$ 622.88	Street Supplies, Training, Zoom/Adobe, Office Supplies
ICRMP	\$ 4,989.00	Annual Insurance
III-A	\$ 2,272.00	Health Insurance
Intuit	\$ 1,262.34	Annual QB and Payroll software
Kootenai County Auditor	\$ 10,416.67	KCSO Deputy
Kootenai County Solid Waste Dept.	\$ 26.30	Garbage; wood waste, dead deer
Lyons O'Dowd	\$ 2,600.00	City Attorney- October
Nexus Planning	\$ 2,625.00	October
Payroll	\$ 8,564.07	October
Payroll Retirement	\$ 2,349.95	October
Payroll Taxes	\$ 2,191.14	October
Sacco De Campos Landscape Maint. LLC	\$ 2,351.08	Landscape Maintenance Services
Shannon Howard	\$ 20.00	ICCTFOA District 1 annual dues
Service Master Cleaning	\$ 245.00	City Hall cleaning
Spectrum	\$ 119.99	Internet
Teresa Janzen	\$ 105.96	Reimbursement- Christmas exterior lights
Verizon	\$ 40.49	Monthly Bill
	\$ 45,587.20	

To: Mayor Edwards, City of Dalton Gardens

From: HMH Engineering

Date: November 2, 2022.

Re: Engineering Update

1. Child Pedestrian Safety Program Grant – We have re-bid the child pedestrian safety project. The bids are due November 2, and the bid opening will be November 3, at 9 am, at City Hall.
2. Wide Crack Sealing – We are in the process of quantifying the wide crack sealing required to repair Colfax & Rude (Between Wilbur & Prairie).
3. Aqua Circle Drainage Issue – We have put together a plan to improve the drainage issue at the southern Aqua Cir. approach. We are in the process of getting bids for this work.
4. We have received a resident complaint regarding the roadway condition at approximately 980 E Prairie Ave.



5. ROW Permits –

Open Permits: 14 permits

Expired: 0 permits

Failed final inspection & waiting for repair: 0 permits



City of Dalton Gardens

6360 N Fourth Street, Dalton Gardens,
ID 83815 Phone: (208) 772-3698 Fax:
(208) 772-3698

Monthly Planner Activity Report

October 31, 2022

Code amendments

At their October meeting, the Planning and Zoning Commission conducted a public hearing to hear comments related to the Dalton Gardens' City Code definition for height measurement. The Commission voted unanimously to recommend bringing the definition into closer consistency with surrounding and like jurisdictions. The updated height measurement definition also provides guidance to staff and the development community. The recommended change is anticipated to be heard at the December City Council Meeting. Further code amendment discussions have been tabled until a joint planning meeting with members of the and P&Z and City Council can be held. As discussed at the Oct P&Z meeting, the purpose of a joint meeting is to build consensus around a city work plan and schedule of priorities. P&Z Commissioners and City Council members have been requested to submit their top 3 policy priorities (in order of priority) based on the vision as cast by the Comprehensive Plan. The workshop is scheduled for November 10th with a goal of improving the efficiency of staff time and providing a cohesive direction for the policy of the city.

Variations / Special Use Permits

No new special use permits or new variance requests were received in September.

Subdivisions

No new subdivision requests have been submitted.

Building Permits

The City continues to receive and manage a variety permit request. New building permit requests are received weekly and are reviewed on a rolling basis. Other permits requests include commercial business license renewals, home based business, and others. The city also continues to receive permit applications for both accessory structures and new home construction. Updates to the city's OpenGov portal are forthcoming and will include creation of specific permit types, including road approach permits and sign permits.

Code enforcement

The city continues to receive variety of code-enforcement / compliance complaints. These include issuing water overage letters and working with commercial property owners on reducing water use to allowed limits. A backlog of code enforcement complaints exist. With limited staffing capacity, application of the code compliance

policy is applied on a prioritized basis. Further review and updates to the code compliance policy handbook can assist current and future staff, providing guidance, instruction and prioritization of enforcement / compliance activities. Code enforcement constitutes a significant portion of staff time, including developing and tracking Voluntary Compliance Request (VCR) letters and Notices of Violations. Staff recommends that a dedicated code enforcement staff member is hired and trained to administer the backlog of enforcement cases.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ryan Hughes", with a stylized flourish at the end.

Ryan Hughes,
City Planner



Kootenai County Public Transportation



Dalton Gardens

FIXED-ROUTE

FY22

Boarding	1,731
Alighting	1,714

PARATRANSIT/DEMAND RESPONSE

FY22

Trips	343
-------	-----

Thank You



Kootenai County Public Transportation

PUBLIC TRANSPORTATION LETTER OF AGREEMENT

THIS AGREEMENT is entered into between the County of Kootenai, hereinafter "COUNTY" and the City of Dalton Gardens, hereinafter "CITY", and shall be effective on 1 October 2022 after all parties have affixed their signatures to this Agreement.

WHEREAS, the Urbanized Area Formula Funding program (49 U.S.C. 5307) makes federal resources available to Kootenai County;

WHEREAS, federal funds under a Federal Transit Administration (FTA) grant are available to provide public transportation services; and

WHEREAS, the COUNTY is a direct recipient of Federal Transit Administration (FTA) 5307 funds; and

WHEREAS, having access to public transportation is a benefit to the citizens within the Urbanized Area; and

WHEREAS, municipalities within the urbanized area are authorized to participate in the funding of public transportation;

NOW THEREFORE, It is agreed as follows:

1. The COUNTY is the legal authority to receive and dispense federal funds for planning, engineering, design and evaluation of transit projects and other technical transportation-related studies; capital investments in bus and bus-related activities such as replacement, overhaul and rebuilding of buses, crime prevention and security equipment and construction of maintenance and passenger facilities; and capital investments in rolling stock, overhaul and rebuilding of vehicles, communications, and computer hardware and software. In addition, the COUNTY may receive and dispense federal funds for associated transit improvements, certain expenses associated with mobility management programs, all preventive maintenance, and some Americans with Disabilities Act complementary paratransit service costs.
2. The CITY agrees to provide funding in the amount of \$3,051 (Three Thousand Fifty One Dollars) as part of the match that is required for USDOT/FTA grants for the fiscal year beginning on 1 October 2022 and ending on 30 September 2023. The CITY further agrees to provide one-half of said funding on or before the 28th day of February 2023, with the balance due no later than the 31st day of July 2023.

Kootenai County Public Transportation

IN WITNESS WHEREOF, the parties hereto have affixed the signature of their duly authorized official.

Leslie Duncan, Pro tem - Signed 9/21/2022
Kootenai County Commissioners

Date

ATTEST:

Teri Johnston, Deputy Clerk - Signed 9/21/2022
Jim Braimah, County Clerk



Dan Edwards, Mayor
City of Dalton Gardens, Idaho

Date

ATTEST:

Teresa Janzen, City Clerk



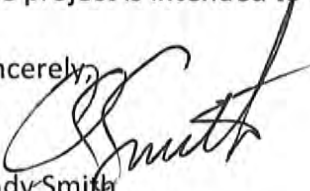
**City of Dalton Gardens – City Park Log Arch Repair Proposal
November 1, 2022**

Edwards Smith Construction proposes the following in regards to the repair of the city park's log arch:

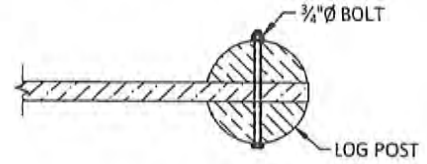
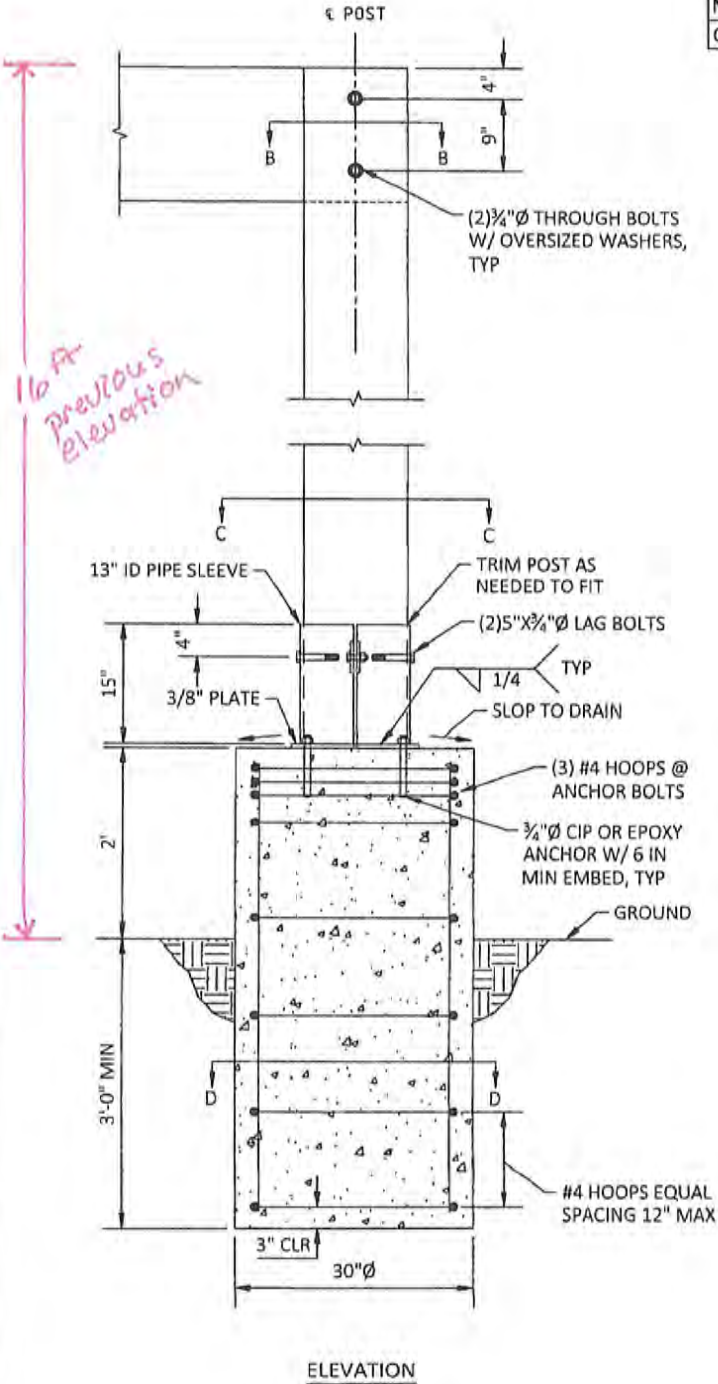
• City of Dalton Garden to provide logs.	
• Edwards Smith Construction to engrave new logs to match engraving on original log posts.	Donated
• Edwards Smith Construction to strip old varnish and repair the engraved arch.	Donated
• Edwards Smith Construction to install logs and arch.	Donated
• Edwards Smith Construction to form and pour concrete base and cap per engineering provided by the city. This includes the 30" square base formed above grade for the stone and the concrete formed cap. Stone material and labor is provided by others.	\$4,800.00
• The custom steel fabricated base plate and log support and all related components and material for log post install.	\$1,500.00
• Edwards Smith Construction to provide log finish with 2 coats of Sikken exterior finish product.	\$1,500.00
Total Cost	\$7,800.00

The project is intended to be complete by the end of 2022.

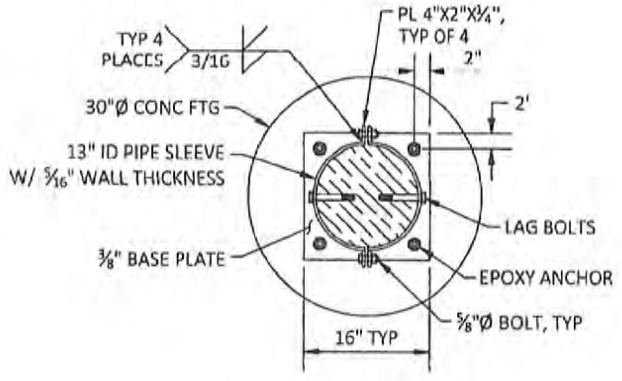
Sincerely,


Andy Smith
Principal

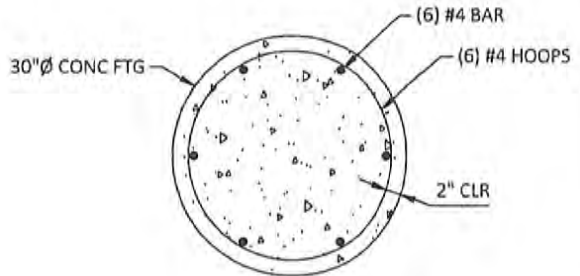
STEEL & MISCELLANEOUS MATERIAL TABLE	
PLATE STEEL	ASTM A36 OR BETTER
EPOXY ANCHORS	HILTI HIT-HY-200 & HAS-V-36
CIP ANCHORS	HILTI HEX HEAD ASTM F 1554 GRADE 36
BOLTS	ASTM A325
NUTS	ASTM A536
CONCRETE	F'c = 4,000 PSI MIN



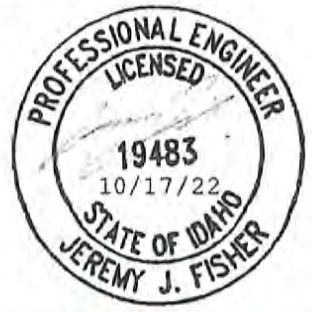
SECTION B-B



SECTION C-C



SECTION D-D



WARD NEWCOMB MEMORIAL PARK SIGN
CITY OF DALTON GARDENS

SCALE: 1" = 2'
OCTOBER 2022



File Date: 10/17/2022 1:55 PM, Plotted By: Engineer
 Path: C:\USERS\ENGINEER\STRUCTURES\CONSULTING\COBLS\BOYO-C\PROJECTS\WARD NEWCOMB MEMORIAL PARK SIGN\CAD\2D\WARD NEWCOMB PARK SIGN-DTL.DWG

BUILDING INSPECTOR SERVICES AGREEMENT

THIS AGREEMENT, made and entered into this 17th day of October, 2022 by and between KOOTENAI COUNTY FIRE AND RESCUE of the County of Kootenai, Party of the First Part, hereinafter called the "KCFR", and the CITY OF DALTON GARDENS, of the County of Kootenai, Party of the Second Part, hereinafter called the "City".

WHEREAS, the City is desirous of entering into an agreement with KCFR for building inspections within the City, and,

WHEREAS, KCFR has on staff an International Code Council Certified Building Official (Inspector) available on an as-needed basis by the City.

NOW, THEREFORE, in consideration for the terms, conditions and covenants contained herein, the parties agree as follows:

1. The City will accept all building permit applications and required information on forms to be provided by the City for work to be done within the City. The City will assist an applicant in compliance with City Ordinances by supplying copies of these Ordinances. Upon receiving all completed applications, the City shall submit applications and plans to KCFR for processing.
2. The KCFR Building Official will review, in a timely manner, each application for a permit and approve said permit after compliance with all requirements of the IBC/IRC, City Ordinance and Codes. The City will be notified when a permit application cannot be approved for lack of compliance with any applicable City Ordinances, Codes or Regulations.
3. No building permit may be issued until an applicant first complies with all City Ordinances and Building Codes.
4. The City Clerk will establish, with the assistance of the KCFR Building Official (if needed), a total valuation of construction using current methods and building unit costs data. And will also set the building permit fee in accordance with International Building Code or City Ordinance, if applicable.
5. Upon completion of plan reviews and compliance with all requirements for issuance of a building permit, the KCFR Building Official will notify the City that building permit has been approved and the City shall collect fees as established in Exhibit A – Fee Schedule & Services.
6. It shall be the responsibility of the builder to schedule all building inspections with KCFR during construction. Upon final inspection, the KCFR Building Official shall notify the City of completion and compliance and return all pertinent paperwork to the City for filing and issuance of Certificate of Occupancy. The KCFR Building Official will be available on an as-needed basis.
7. The City agrees to pay KCFR pursuant to the schedule attached as Exhibit 'A'.

8. KCFR will make every effort to secure voluntary compliance with building codes. If necessary to seek legal assistance, the City agrees to provide the legal services of the City Attorney and prosecute violations of the above-mentioned building codes through the City Attorney.
9. The KCFR Building Official is not responsible to search out nor scout for unauthorized construction occurring within the City area. During inspections, KCFR Building Official will use due diligence to observe the general area of the City for building violations and will bring to the attention of the City any observed violations and will investigate the same.
10. KCFR and the City agree to continue formulating standard operating procedures for all types of building permitting and inspections within the City. All procedures shall be presented to the City Council for approval.
11. KCFR and the City agree to operate under this Agreement through the 17th day of October, 2021, at which time operating conditions will be reviewed and a new agreement executed if desired by both parties.
12. Either party hereto reserves the right to terminate this Agreement before the specified date upon sixty (60) days written notice.
13. Any Errors or Omissions of KCFR in furtherance of their duties herein will be covered by insurance carried by the City for such purpose and KCFR will pay any deductible as a result of each claim. The deductible required by the City's Insurance Carrier is presently _____ Hundred (\$_____.00) dollars per claim paid.
14. The City of Dalton Gardens agrees to indemnify and hold harmless Kootenai County Fire and Rescue for any claims, causes of action, or the defense of any lawsuit that arises out of the performance of its duties under the terms of this contract. This indemnification shall include attorney fees and costs incurred. This indemnification shall not apply to any intentional wrongdoing.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures, the City by its Mayor, attested to by its Clerk, and KCFR by the president of the Fire District Board of Commissioners, attested by its Secretary/ Treasurer.

CITY OF DALTON GARDENS

By: _____

Dan Edwards, Mayor

ATTEST:


Teresa Janzen, City Clerk

KOOTENAI COUNTY FIRE AND RESCUE

By:  _____

Pam Houser, President BOFC

ATTEST:



Tara Whitmore, District Clerk

EXHIBIT A
FEE SCHEDULE & SERVICES

1. The monthly KCFR Building Official(s) fee shall be the sum of Seven Hundred Fifty Dollars (\$750.00).
2. A Residential Plan Review Fee of \$150.00 for the first review of a building plan by the KCFR Building Official(s), and an hourly fee per the most recently adopted KCFR billing Fee Schedule for re-reviewing deficiencies in said plan(s).
3. An hourly inspection fee with a minimum of one hour for either residential or commercial new construction inspection and failed inspections or additional inspections requested by the owner/builder will be charged in accordance with the most recently adopted KCFR billing Fee Schedule.
4. KCFR will bill the City monthly for all applicable fees and services incurred in the preceding month.
5. Building Inspections shall normally be scheduled 9:00 AM to 12:00 PM on Mondays, Wednesdays, and Fridays (excluding holidays).
6. KCFR will provide to the City of Dalton Gardens an updated billing Fee Schedule if changes are made.

RESOLUTION NO. 2022-04

**A RESOLUTION ESTABLISHING A FEE SCHEDULE FOR SERVICES OF
KOOTENAI COUNTY FIRE & RESCUE**

WHEREAS, the Kootenai County Fire & Rescue Board of Commissioners are authorized by Idaho Code 63-1311 to set fees for services within Kootenai County Fire & Rescue's boundaries, and;

WHEREAS, legal notice was published and a public hearing was held as required per Idaho Code 63-1311A, and;

WHEREAS, Kootenai County Fire & Rescue provides emergency and other services to non-taxpayers and area users which have a significant fiscal impact on the District's ability to maintain efficient fire protection and suppression services to District taxpayers without reducing services or increasing taxes, and;

WHEREAS, in order to minimize the burden upon the taxpayers of the District and maintain a high standard of emergency services within the District it is necessary to be reimbursed for certain non-emergency functions, as well as for emergency services provided to non-taxpayers and tax-exempt properties, and;

WHEREAS, existing fees were established in 2008 by Resolution No. 2008-1, revised in 2012 by Resolution No. 2012-01, revised in 2013 by Resolution No. 2013-01, revised in 2014 by Resolution No. 2014-01, revised in 2015 by Resolution No. 2015-03, revised in 2016 by Resolution No. 2016-04, revised in 2017 by Resolution No. 2017-06, revised in 2018 by Resolution No. 2018-06, revised in 2019 by Resolution No. 2019-06, revised in 2020 by Resolution No. 2020-09, revised in 2021 by Resolution 2021-07 and an adjustment of these fees is necessary because of changes in the expenses incurred by the District in the provision of services.

NOW, THEREFORE, IT IS HEREBY RESOLVED that Resolution No. 2022-04 supersedes, 2021-07, 2008-01, 2012-01, 2013-01, 2014-01, 2015-03, 2016-04, 2017-06, 2018-06, 2019-06, and 2020-09.

Upon a motion to adopt the text of the foregoing Resolution made by Commissioner Hutcheson, seconded by Commissioner Hunt, the following vote was recorded:


Commissioner Doellefeld: Aye
Commissioner Hunt: Aye
President Houser: Aye


Commissioner Hutcheson: Aye
Commissioner Smidt: Aye

Upon said roll call, the text of the foregoing was duly enacted as a Resolution of the Board of Commissioners of Kootenai County Fire & Rescue on the 17th day of October 2022.

Kootenai County Fire & Rescue
Board of Commissioners

Attest:


Pam Houser, President


Tara Whitmore, District Clerk

Fee Schedule for Services

effective November 1, 2022

1. STAFF AND APPARATUS FEES

Firefighter	\$56 per firefighter per hour, rounded to the next full hour, 1 hour minimum
Ladder Truck	\$150.00 per hour, rounded to the next full hour, 1 hour minimum
Engine	\$100.00 per hour, rounded to the next full hour, 1 hour minimum
Rescue Truck	\$100.00 per hour, rounded to the next full hour, 1 hour minimum
Tender	\$100.00 per hour, rounded to the next full hour, 1 hour minimum
Brush Truck	\$60.00 per hour, rounded to the next full hour, 1 hour minimum
Utility or Other Truck	\$20.00 per hour, rounded to the next full hour, 1 hour minimum
Boat	\$100.00 per hour, rounded to the next full hour, 1 hour minimum
EMS Standby	\$140 per hour, rounded to the next full hour, 1 hour minimum
EMS Standbys Late Fee	\$100.00 late fee will be implemented for not submitting a signed Service Request for an EMS standby by 10-business days prior to the event.

Fees may be charged for:

- Response to Emergency Medical and/or Rescue calls for non-taxpayers of KCFR
- Responses to violations of Burn Permit rules
- Responses to tax exempt properties or unprotected properties
- Standby coverage to be paid prior to event as outlined in the Service Request Agreement.

2. FALSE/NUISANCE ALARMS

1st & 2nd False/Nuisance Alarm	No Charge
3rd False/Nuisance Alarm	\$100.00
4th False/Nuisance Alarm	\$200.00
5th False/Nuisance Alarm	\$400.00
6th and subsequent False/Nuisance Alarms	The fee for each subsequent false alarm shall follow the set pattern of doubling the fee for each subsequent occurrence.

False alarms calculated per calendar year.

3. PUBLIC RECORDS REQUESTS

Public Record photo copies	\$0.15 per page fee where applicable (no fee for first 100 pages)
Voluminous copying	\$28.69 per hour labor fee where applicable (no fee for first 2 hours)
Complex records requests	\$300.00 per hour where applicable. 1 hour minimum
Locating archival information	\$28.14 per hour where applicable. 1 hour minimum
Electronic media & postage	At actual costs

All fees for copies of Public Records will be charged in accordance to Idaho Code 74-102

4. COMMERCIAL INSPECTION FEES

Annual Fire Inspections	No Charge
Follow-up Inspection	No Charge for initial follow-up
Subsequent Follow-up Inspections	For identified violations will be at \$82.00 per hr (one hour minimum)
Daycare Inspections	\$25 Flat fee payable at the time of inspection

5. SPECIAL EVENTS PLANNING & PERMITS

Site Inspections	\$94 per hour.
Planning	A planning fee retainer equal to 10% of the anticipated total special event fees (including standby costs) is due at the time of application. Planning fees will be charged at actual staff costs and will be billed/credited after the event is complete as outlined in the permit

	application.
* Booth Fees	\$10.00 fee for each temporary membrane structure or tent as defined in IFC 105.6.43. These tents must meet all requirements of IFC Chapter 31. To be paid to the hosting entity at time of submittal.
* Mobile Food Truck/Trailer Fees	\$10.00 fee to be paid to the hosting entity at time of permit submittal.

The fees for this permit do not include apparatus or personnel standbys fees.

6. FIREWORKS STAND and DISPLAY PERMITS AND INSPECTIONS

Fire Works Stand	\$50.00 Fee. (Includes \$25 permit fee per Idaho Code 39-2604 and \$25 inspection fee per Idaho Code 39-2607)
Fire Works Display	\$25.00 Fee. Includes initial inspection and one follow-up inspection.
Fire Works Display requiring Boat	\$404.00 (Based on \$69.00 permit fee and \$335.00 for apparatus and personnel fees (2 hour minimum))

Standby apparatus and personnel will be charged in accordance to this schedule, if required.

7. HAZARDOUS MATERIALS

Permit	\$94 Fee. Includes initial inspection and one follow-up inspection.
Additional Inspections	\$94 per hour

Issued in accordance with the 2009 International Fire Code, Section 105.6.21, or it's successor.

8. PLAN REVIEW FEES

Commercial Building Permits	For permits received through the City of Post Falls or Kootenai County, the fee for plan review shall be thirty percent (30%) of the fee associated with the valuation of the permit issued by the authority having jurisdiction (AHJ) as established in the International Building Code, which includes initial on-site inspections. (30% to not include any additional fees added by the building AHJ). Plan reviews independent of a master building permit, will be charged \$150.00 for the first review of a builidng plan by Building Official(s), and an hourly fee per the most recently adoped billing Fee Schedule for re-reviewing deficiencies in said plan(s).
Residential Subdivisions	\$150.00 flat rate, consisting of five (5) houses or more with a hydrant system, for the first review of a builidng plan by Building Official(s), and an hourly fee per the most recently adoped billing Fee Schedule for re-reviewing deficiencies in said plan(s).

9. ON-SITE INSPECTIONS, REINSPECTIONS AND/OR SPECIAL INSPECTIONS

Commercial & Industrial Buildings, and Multi-family dwellings (triplex >)	\$94 per hour. 1 hour minimum as established by the International Fire Code or the AHJ.
Special Event Permits/Inspections	\$150 for each special event permit, which includes the permit and one inspection, if more than one inspection is requiered, they will be billed at the current inspection rate for each additional inspection needed

On-site inspections may include pressure tests, hydro tests, alarm tests, fire sprinkler tests, commercial hood tests, medical gas, and finals.

10. FEES FOR ANNEXATIONS

Administrative Fee	\$200.00. One time, non-refundable paid at the time the petition is submitted.
Annual Fee	Current levy rate assessed per the County Assessor's Office.

11. FEES FOR CONTRACT FIRE PROTECTION

Administrative Fee	\$100.00. One time, non-refundable paid at the time the petition is submitted. Existing contracts must be renewed prior to expiration or a new Admin Fee will be charged.
Annual Fee	Current Assessor's Valuation before exemptions multiplied by the maximum fire protection levy rate as determined by Idaho Code Chapter 14 Section 31-1431.

A new contract must be approved by the Board of Commissioners each year.

12. FEES FOR DALTON GARDENS

Building Official Fee	\$750 per month
Building Inspection Fee	\$94 per hour
Plan Review Fee	\$150 per review

13. BANK/MERCHANT/ACCOUNTING PROCESSING FEES

Non-Sufficient Funds Fee	\$30.00 fee per transaction
Credit Card Processing Fee	Where applicable, charges from the bank/merchant will be passed on to the customer.
Legal Fees	Customer is responsible for any charge back costs.
Past Due Invoice Fee	\$35 per month imposed after 60 days past due.

14. FACILITY USE FEES

For all buildings, except JDTC	A utility fee of either \$50.00 per day or \$6.00 per hour multiplied by the number of hours the facility is occupied. A refundable cleaning and damage deposit of \$25.00 and access card deposit of \$10.00 per event; returned dependant on conditions met per contract.
JDTC Multi-purpose room	A utility fee of either \$50.00 per day or \$10.00 per hour multiplied by the number of hours the facility is occupied. A use fee of \$100.00 base/\$75.00 per hour for the Pike Pole Room and \$50.00 base/\$35.00 per hour for the Axe room. A non-refundable cleaning deposit of \$100.00 for the Pike Pole room and \$50.00 for the Axe room. Plus a refundable deposit of \$250.00 for damage and access card key; returned dependant on conditions met per contract.

15. HYDRANT FLOW TESTING

Hydrant Flow Testing	A fee of \$150 shall be charged for each hydrant tested
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16. EXCEPTIONS TO THE FEE SCHEDULE

<p>A. HazMat responses by RRT-1 will be in accordance with current Bureau of Homeland Security fee schedules.</p> <p>B. In special or unusual circumstances, the Fire Chief retains the authority to waive or adjust the fees, with Board approval, on this Fee Schedule at his/her discretion.</p>

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF DALTON GARDENS, A POLITICAL SUBDIVISION OF THE STATE OF IDAHO, AMENDING DALTON GARDENS CITY CODE TITLE 8, MOTOR VEHICLES AND TRAFFIC, CHAPTER 2, GENERAL TRAFFIC REGULATIONS, BY AMENDING SECTION 8-2-5, SCHOOL ZONES, PROVIDING FOR SEVERABILITY; PROVIDING REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED by the Mayor and City Council of the city of DALTON GARDENS, Kootenai County, Idaho, that Title 8, Motor Vehicles and Traffic, Chapter 2, General Traffic Provisions, be amended as follows:

Section 1. That Section 8-2-5 of the Dalton Gardens City Code shall be amended to read as follows:

8-2-5: SPEED LIMITS; SCHOOL ZONES:

- A. Speed Limit: The reasonable and safe maximum sSpeed limit for all residential school zones shall be twenty (20) miles per hour or as otherwise posted. The time for enforcement for school zone speed limits shall be between seven thirty o'clock (7:30) A.M. and four o'clock (4:00) P.M. Monday through Friday when school is in session. School zones speed limit is also in effect during school activities when students are present.
- B. ~~School Zones: Residential school zones are designated as follows: on Hanley Avenue from two hundred (200) feet west of Davenport Street to two hundred (200) feet east of Mt. Carrol Street, on Mt. Carrol Street from two hundred (200) north of Hanley Avenue to two hundred (200) south of the southernmost boundary of Dalton Elementary School property and on Davenport Street from two hundred (200) north of Hanley Avenue to two hundred (200) south of the southernmost boundary of Dalton Elementary School property.~~
- C. Violation: Any person who violates any provision of this section shall be deemed guilty of an infraction punishable pursuant to Idaho Code 49-658.

Section 3. This ordinance is hereby declared to be severable. Should any portion of this ordinance be declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and shall be read to carry out the purpose(s) of the ordinance before the declaration of partial invalidity.

Section 4. All provisions of the current Dalton Gardens Municipal Code or ordinances of the city of Dalton Gardens which conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

Section 5. This ordinance shall be effective upon its passage and publication as provided by law.

ENACTED by the City Council as an Ordinance of the city of Dalton Gardens on the ____ day of _____, 2022.

APPROVED by the Mayor on the ____ day of _____, 2022.

CITY OF DALTON GARDENS

By: _____
Dan Edwards, Mayor

ATTEST:

Teresa Janzen, City Clerk



PROJECT: City of Dalton Gardens Child Pedestrian Safety Improvements (Re-Bid)
OWNER: City of Dalton Gardens
PROJECT NO: M20004
DATE: Thursday, November 3, 2022

		TOTAL
Bidder 1	Road Products, LLC.	\$118,076.00
Bidder 2	Coyote Pak Construction	\$138,720.00
Bidder 3	Stripe Rite, Inc.	Irregular