



# Agenda for the Regular Meeting Dalton Gardens City Council

Thursday, October 14, 2021 @ 6:00 PM

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

Meeting will be conducted via teleconference and in person.

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

<https://us02web.zoom.us/j/88576908719?pwd=VDQxeDBQZ05XMzBNMUtTd3ZRQm9UQT09>

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

Webinar ID: 885 7690 8719; Passcode: 867068

## 1. CALL TO ORDER

## 2. ROLL CALL OF CITY COUNCIL MEMBERS

## 3. PLEDGE OF ALLEGIANCE

## 4. NEW BUSINESS: Consideration of hiring outside counsel for development of small cell ordinance-**ACTION**

## 5. 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.

## 6. APPROVAL CONSENT CALENDAR- **ACTION**

- a. Claims Listed from October 1, 2021 to October 13, 2021
- b. Monthly Financial Statements for September 1-30, 2021
- c. Quarterly Financial Statement for 4<sup>th</sup> Quarter Fiscal Year 2021

## 7. CITY REPORTS

- a. Council
- b. Mayor
- c. Planner
- d. Engineer
- e. City Attorney
- f. Kootenai County Sherriff
- g. Clerk/Treasurer

## 8. NEW BUSINESS CONT'D: Consideration of additional stop signs on 4<sup>th</sup> St., Deerhaven, Wilbur, and Canfield-**ACTION**

## 9. ADJOURNMENT-**ACTION**

Original Posted 10/12/21

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**  
**Claims Listed**  
**10/01/2021 to 10/13/2021**

<b>Vendor</b>	<b>Amount</b>	<b>Note</b>
Aaron O'Brien	332.88	September payroll
AIC	969.20	annual dues
Avista Utilities	263.59	monthly bill
Brandon's Window Cleaning	200.00	city hall
Carrie Chase	340.76	September payroll
Coeur d'Alene Press	181.88	legal publishing
Consolidated Supply Co.	136.33	truck fuel
Dalton Water Association, Inc.	479.99	monthly bill
Dalton Water Association, Inc.	40,438.62	1/2 of 18 fire hydrants from 2018
Dan Edwards	724.12	September payroll
ICRMP	5,165.00	annual insurance
ID State Tax Commission	200.00	910 withholding filing
IRS	2,123.14	September 941 Deposit
Jim Wuest	1,953.66	September payroll
Kootenai County Fire & Rescue	1,500.00	Aug and Sept Inspector Fee
Lyndsee Lee	1,877.15	September payroll
PERSI	1,670.62	September retirement contributions
Ray Craft	340.76	September payroll
Robert Wuest	369.40	September payroll
Teresa Janzen	2,809.35	September payroll
	<b><u>58,564.82</u></b>	



September 2, 2021

Mayor Dan Edwards  
City of Dalton Gardens  
6360 N. 4<sup>th</sup> Street  
Dalton Gardens, ID 83815

Dear Mayor Edwards,

This letter concerns the new fire hydrants installed in the commercial corridor of the city of Dalton Gardens in 2018 during the Government Way Road Widening Project.

Per our **Agreement Regarding Fire Hydrants** dated December 10, 1990 between Dalton Water Association, Inc. and the City of Dalton Gardens, currently in effect, it states in item number three:

***"Dalton Water Association, Inc. and the City of Dalton Gardens agree to share equally in the total cost of all new installations. New installations will include all materials; i.e. hydrants, tees, valves, and all appurtenances and labor costs."***

Please find enclosed Invoice # 36 in the amount of \$40,438.62 enclosed for half the total cost of the eighteen new fire hydrants installed. We have also enclosed, for your convenience/reference, a copy of the **Agreement Regarding Fire Hydrants**, noted above, and the page which includes the fire hydrant assembly details from J-U-B Engineers.

If you have any questions, please feel free to contact our office.

Sincerely,

Kevin Kirking  
President

Enclosures



**DALTON WATER ASSOCIATION, INC.**

6360 N 4TH ST  
DALTON GARDENS, ID 83815  
**(208) 772-5639**

**Invoice**

Date	Invoice #
9/2/2021	36

City of Dalton Gardens  
6360 N. 4th Street  
Dalton Gardens, ID 83815

**Due Upon Receipt**

Description	Amount
18 New Fire Hydrant Installations in the Commercial Corridor in Dalton Gardens	40,438.62
<i>DE</i> <i>09/09/2021</i>	
<b>Total</b>	<b>\$40,438.62</b>

AGREEMENT REGARDING FIRE HYDRANTS

THIS AGREEMENT is made and entered into this 10th day of December, 1990, by and between the City of Dalton Gardens, Idaho, a municipality, and the Dalton Water Association, Inc., and Idaho Association.

WHEREAS, the Dalton Water Association, Inc. owns a water system which includes water lines in and around the City of Dalton Gardens, and

WHEREAS, the said water system has attached to it, ~~hydrants which are available for use by the appropriate fire protection authorities for extinguishing fires within the City of Dalton Gardens, and~~

WHEREAS, the City of Dalton Gardens has purchased and supplied to the Dalton Water Association, Inc. certain of those hydrants above mentioned and desires to continue to provide the same.

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

1. Commencing on the 10th day of December, 1990, the City of Dalton Gardens shall own all fire hydrants within the incorporated area of the City.

2. The said City shall, on or after the above date, own and provide for the continuing maintenance and repair of said hydrants and appurtenances, up to the valve.

3. Dalton Water Association, Inc. and the City of Dalton Gardens agree to share equally in the total costs of all new installations. New installations will include all materials; i.e. hydrants, tees, valves, and all appurtenances and labor costs.

4. Dalton Water Association, Inc. shall continue to provide water through said hydrants for fire protection and the City of Dalton Gardens shall have no responsibility therefor.

5. The Dalton Water Association, Inc. shall continue to own the water lines connected to said hydrants and maintain and repair the area below the hydrant itself, including any valves located below said hydrants.

6. Dalton Water Association, Inc. shall be consulted and give approval on any new hydrant installation and repair or replacement of any existing hydrants that are attached to the water system.

IN WITNESS WHEREOF, the Mayor and City Clerk of the City of Dalton Gardens have executed this Agreement on behalf of said City, the City Clerk has affixed the seal of the said City hereto, and the Association has caused the same to be signed by its Chairman, and its seal to be affixed hereto, the day and year first above written.

CITY OF DALTON GARDENS

By Joe Wark Mayor

ATTEST:

Gayle H. Claycut  
City Clerk

DALTON WATER ASSOCIATION, INC.

By Wendell D. Jorde Chairman

Jolanne T. Baine  
Clerk

**DALTON WATER ASSOCIATION, INC.**

6360 N 4TH ST  
 DALTON GARDENS, ID 83815  
**(208) 772-5639**

**Invoice**

Date	Invoice #
9/2/2021	36


City of Dalton Gardens  
 6360 N. 4th Street  
 Dalton Gardens, ID 83815

<b>Due Upon Receipt</b>
-------------------------

Description	Rate	Amount
Half the cost of 18 New Fire Hydrants Installed in the Commercial Corridor in Dalton Gardens in 2018 at:	2,246.59	40,438.62
(1) 107 N. Aqua Circle		
(2) 6424 N. Government Way		
(3) 6520 N. Government Way		
(4) 6600 N. Government Way		
(5) 6704 N. Government Way		
(6) 6792 N. Government Way		
(7) 6848 N. Government Way		
(8) 6960 N. Government Way		
(9) 7040 N. Government Way		
(10) 7168 N. Government Way		
(11) 7224 N. Government Way		
(12) 7352 N. Government Way		
(13) 7392 N. Government Way		
(14) 7416 N. Government Way		
(15) 7488 N. Government Way		
(16) 7600 N. Government Way		
(17) 7736 N. Government Way		
(18) 7878 N. Government Way		
	<b>Total</b>	<b>\$40,438.62</b>

Progress Estimate											Contractor's Application		
For (Contract): Dalton Water Association											Application Number: Two (2)		
Dalton Water Association - Government Way Waterline Relocation Hanley Avenue to North Aqua Circle REBID													
Application Period: Dec 6, 2018											Application Date: Dec 6, 2018		
A		B				Work Completed			E	F		G	
Item	Description	Bid Quan	Unit of Mst.	Unit Price	Scheduled Value	C	D.1	D.2	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (D.2 + E)	% Complete (F / B) See Note A	Balance to Finish (B - F) See Note	Note (see bottom)
Bid Item No.						Qty Previous Applications	Qty This Period	Total Value To Date					
<b>BASE BID:</b>													
201.4.1.C.1	Clearing and Grubbing and Removal of Obstructions	1.00	LS	\$5,042.41	\$5,042.41	1.00	0.00	\$ 5,042.41		\$5,042.41	100.0%	\$0.00	finished
307.4.1.A.1	Miscellaneous Surface Restoration (Sod Surface Restoration)	200.00	LF	\$32.85	\$6,570.00	0.00	372.00	\$ 12,220.20		\$12,220.20	186.0%	-\$5,650.20	OVER
307.4.1.A.7	Miscellaneous Surface Restoration (Natural Surface Restoration)	200.00	LF	\$27.38	\$5,476.00	0.00	485.00	\$ 13,279.30		\$13,279.30	242.5%	-\$7,803.30	OVER
307.4.1.E.1	Type "C" Surface Restoration (Gravel Surface Restoration)	200.00	LF	\$36.14	\$7,228.00	972.00	0.00	\$ 35,128.08		\$35,128.08	486.0%	-\$27,900.08	A OVER
307.4.1.G.1	Type "P" Surface Restoration (Superpave ACP, Class SP-3, 1/2" aggregate)	200.00	LF	\$59.08	\$11,816.00	300.00	112.00	\$ 24,340.96		\$24,340.96	206.0%	-\$12,524.96	A OVER
401.4.1.A.1	Water Main Pipe - Size: 12" Type: C-900 PVC (DR 18)	6,000.00	LF	\$47.44	\$284,640.00	5,600.00	399.00	\$ 284,592.56		\$284,592.56	100.0%	\$47.44	
401.4.1.B.1	Water Main - Connection to Existing System	5.00	EA	\$1,617.45	\$8,087.25	5.00	0.00	\$ 8,087.25		\$8,087.25	100.0%	\$0.00	finished
401.4.1.C.1	Temporary Water Service	1.00	LS	\$13,141.22	\$13,141.22	1.00	0.00	\$ 13,141.22		\$13,141.22	100.0%	\$0.00	finished
401.4.1.D.1	Fire Service Connection - Size: 6"	10.00	EA	\$1,192.01	\$11,920.10	10.00	0.00	\$ 11,920.10		\$11,920.10	100.0%	\$0.00	finished
401.4.1.E.1	Water Main Fittings - Size: 12"; Type Ductile Iron	20.00	EA	\$1,761.47	\$35,229.40	7.00	6.00	\$ 22,899.11		\$22,899.11	65.0%	\$12,330.29	
402.4.1.A.1	Valve - Size: 12" Type: Resilient Seat Gate	15.00	EA	\$1,070.46	\$16,056.90	17.00	0.00	\$ 18,197.82		\$18,197.82	113.3%	-\$2,140.92	A OVER
403.4.1.A.1	Fire Hydrant Assembly	16.00	EA	\$4,493.18	\$71,890.88	18.00	0.00	\$ 80,877.24		\$80,877.24	112.5%	-\$8,986.36	A OVER
404.4.1.A.1	Water Service Connection - Size: 2" Type: C-906 Polyethylene (DR 7)	26.00	EA	\$2,977.19	\$77,406.94	20.00	6.00	\$ 77,406.94		\$77,406.94	100.0%	\$0.00	finished
404.4.1.C.1	2' Water Service Stub Out	29.00	EA	\$2,132.80	\$61,851.20	25.00	4.00	\$ 61,851.20		\$61,851.20	100.0%	\$0.00	finished
404.4.1.D.1	Relocate existing backflow preventer	6.00	EA	\$1,803.99	\$10,823.94	7.00	0.00	\$ 12,627.93		\$12,627.93	116.7%	-\$1,803.99	A OVER





107 Aqua Circle



6424 Government Way



6520 Government Way



6600 Government Way



6704 Government Way



A-Z RENTAL

6792 Government Way



6848 Government Way



6960 Government Way





7040 Government Way

TAHOE

REGENCY

Boat World

Star TRACKER



7168 Government Way





7224 Government Way



7352 Government Way



*oper's Mobility Aids*  
A COMMUNITY CARE CENTER  
772-6474

7392 Government Way



 PACIFIC STEEL

7416 Government Way



7488 Government Way



7600 Government Way





SEVEN ELEVEN  
Golf Way

Sea-Setter

CAMPFIT  
PHYSICAL THERAPY & PERSONAL TRAINING

ORTHODONTIC SPORTS MEDICINE  
PHYSICAL THERAPY

Titleist  
CERT

7736 Government Way



7878 Government Way

**CITY OF DALTON GARDENS**  
**FINANCIAL STATEMENT**  
FY 21 through September 30, 2021

Income		Budget	\$ Over Budget	% of Budget
<b>301-000 · COMMUNITY DEV. INCOME</b>				
<b>301-03 · BUILDING PERMIT REVENUE</b>				
301-031 · Fence Permit	60.00			
301-032 · MECHANICAL PERMIT REVENUE	2,186.00			
301-033 · ROOF PERMIT REVENUE	1,000.00			
301-03 · BUILDING PERMIT REVENUE - Other	99,282.26	65,000.00	34,282.26	152.74%
<b>Total 301-03 · BUILDING PERMIT REVENUE</b>	<b>102,528.26</b>	<b>65,000.00</b>	<b>37,528.26</b>	<b>157.74%</b>
<b>301-04 · BUSINESS LICENSE REVENUE</b>				
301-041 · HOME BASED BUS LICENSE	325.00	300.00	25.00	108.33%
301-04 · BUSINESS LICENSE REVENUE - Other	7,000.00	7,500.00	-500.00	93.33%
<b>Total 301-04 · BUSINESS LICENSE REVENUE</b>	<b>7,325.00</b>	<b>7,800.00</b>	<b>-475.00</b>	<b>93.91%</b>
301-05 · FACILITY RESERVATION REVENUE	600.00			
301-06 · FINES	120.00			
301-07 · SPECIAL USE FEES	1,330.00	1,000.00	330.00	133.0%
301-08 · SUBDIVISION REVENUE	2,000.00			
301-10 · Door to Door Solic Permit	200.00			
<b>Total 301-000 · COMMUNITY DEV. INCOME</b>	<b>114,103.26</b>	<b>73,800.00</b>	<b>40,303.26</b>	<b>154.61%</b>
<b>302-000 · FRANCHISE FEES</b>				
302-01 · FRANCHISE FEE AVISTA	26,765.80	25,000.00	1,765.80	107.06%
302-02 · FRANCHISE FEE TWC/SPECTRUM	18,265.67	22,000.00	-3,734.33	83.03%
302-03 · FRANCHISE FEE TDS	77.68			
<b>Total 302-000 · FRANCHISE FEES</b>	<b>45,109.15</b>	<b>47,000.00</b>	<b>-1,890.85</b>	<b>95.98%</b>
<b>303-000 · HIGHWAY FUNDS</b>				
303-01 · HIGHWAY USERS REVENUE	117,059.94	71,497.00	45,562.94	163.73%
303-02 · NEW HIGHWAY USER REVENUE	28,217.48	22,144.00	6,073.48	127.43%
303-03 · TRANSFER HWY DISTRICT LEVY	61,691.91	40,000.00	21,691.91	154.23%
<b>Total 303-000 · HIGHWAY FUNDS</b>	<b>206,969.33</b>	<b>133,641.00</b>	<b>73,328.33</b>	<b>154.87%</b>
<b>304-000 · LID ASSESSMENTS</b>				
304-01 · LID # 1 Assessments	19,806.55	35,000.00	-15,193.45	56.59%
<b>304-02 · LID #2 - GOVERNMENT WAY</b>				
304-021 · LID #2 Assessment Interest	23,462.87			
304-02 · LID #2 - GOVERNMENT WAY - Other	68,484.23	65,213.00	3,271.23	105.02%
<b>Total 304-02 · LID #2 - GOVERNMENT WAY</b>	<b>91,947.10</b>	<b>65,213.00</b>	<b>26,734.10</b>	<b>141.0%</b>
<b>Total 304-000 · LID ASSESSMENTS</b>	<b>111,753.65</b>	<b>100,213.00</b>	<b>11,540.65</b>	<b>111.52%</b>
<b>305-000 · PROPERTY TAXES</b>				
305-01 · AG EQUIP REPLACEMENT	1.00			
305-02 · CURRENT REAL PROPERTY TAX	167,559.80	160,589.00	6,970.80	104.34%
305-03 · DELINQUENT REAL PROPERTY TAX	1,816.72	1,411.00	405.72	128.75%
305-04 · PENALTY & INTEREST	516.13	500.00	16.13	103.23%
<b>Total 305-000 · PROPERTY TAXES</b>	<b>169,893.65</b>	<b>162,500.00</b>	<b>7,393.65</b>	<b>104.55%</b>
<b>306-000 · STATE REVENUE SHARE</b>				
306-01 · STATE LIQUOR ALLOCATION	115,644.00	88,000.00	27,644.00	131.41%
306-02 · STATE REVENUE SHARING	224,688.92	169,872.00	54,816.92	132.27%

**CITY OF DALTON GARDENS  
FINANCIAL STATEMENT**

FY 21 through September 30, 2021

		Budget	\$ Over Budget	% of Budget
306-03 · STATE SALES TAX	0.00	44,000.00	-44,000.00	0.0%
<b>Total 306-000 · STATE REVENUE SHARE</b>	<b>340,332.92</b>	<b>301,872.00</b>	<b>38,460.92</b>	<b>112.74%</b>
<b>307-000 · OTHER INCOME</b>				
307-02 · COURT REVENUE-TRAFFIC FINES	5,277.74	5,000.00	277.74	105.56%
307-03 · INTEREST INCOME	5,758.18	5,000.00	758.18	115.16%
307-05 · REFUNDS & REIMBURSEMENTS	629.97			
307-06 · RENT	6,240.00	6,240.00	0.00	100.0%
307-08 · UNENCUMBERED BANK FUNDS	0.00	329,201.50	-329,201.50	0.0%
307-10 · CARES ACT	77,023.44			
307-000 · OTHER INCOME - Other	40.00			
<b>Total 307-000 · OTHER INCOME</b>	<b>94,969.33</b>	<b>345,441.50</b>	<b>-250,472.17</b>	<b>27.49%</b>
<b>308-000 · GRANT FUNDS</b>				
308-03 · CONTRIBUTIONS & DONATIONS	0.00	1,000.00	-1,000.00	0.0%
308-07 · SCHOLARSHIPS	335.00			
<b>Total 308-000 · GRANT FUNDS</b>	<b>335.00</b>	<b>1,000.00</b>	<b>-665.00</b>	<b>33.5%</b>
<b>Total Income</b>	<b>1,083,466.29</b>	<b>1,165,467.50</b>	<b>-82,001.21</b>	<b>92.96%</b>
	1,083,466.29	1,165,467.50	-82,001.21	92.96%
<b>Expense</b>				
<b>401-000 · GENERAL &amp; ADMIN</b>				
<b>401-01 · CAPITAL OUTLAY</b>				
401-012 · CAPITAL OUTLAY-EQUIPMENT	52,449.67	50,000.00	2,449.67	104.9%
<b>Total 401-01 · CAPITAL OUTLAY</b>	<b>52,449.67</b>	<b>50,000.00</b>	<b>2,449.67</b>	<b>104.9%</b>
<b>401-03 · COUNCIL EXPENSES</b>				
401-031 · CITY COUNCIL PAYROLL TAXES	1,346.40	1,500.00	-153.60	89.76%
401-032 · CITY COUNCIL RETIREMENT	1,591.04	2,200.00	-608.96	72.32%
401-033 · CITY COUNCIL SALARIES	19,200.00	19,200.00	0.00	100.0%
401-034 · MAYOR PAYROLL TAXES	715.28	780.00	-64.72	91.7%
401-035 · MAYOR STATE RETIREMENT	1,116.39	1,325.00	-208.61	84.26%
401-036 · MAYOR WAGES	10,200.00	10,200.00	0.00	100.0%
<b>Total 401-03 · COUNCIL EXPENSES</b>	<b>34,169.11</b>	<b>35,205.00</b>	<b>-1,035.89</b>	<b>97.06%</b>
<b>401-04 · OFFICE EXPENSES</b>				
401-041 · BLDG MAINT CONTRACTED	2,640.00	3,000.00	-360.00	88.0%
401-042 · BLDG & GROUNDS MAINTENANCE	1,786.27	5,000.00	-3,213.73	35.73%
401-043 · DUES & SUBSCRIPTIONS	2,539.81	2,500.00	39.81	101.59%
401-045 · GARBAGE COLLECTION & DISPOSAL	548.60	500.00	48.60	109.72%
401-046 · OFFICE MAINTENANCE	635.25	600.00	35.25	105.88%
401-047 · OFFICE SUPPLIES & POSTAGE	5,540.08	8,000.00	-2,459.92	69.25%
401-048 · SOFTWARE PURCHASE & IT SERVICE	7,350.58	20,000.00	-12,649.42	36.75%
<b>Total 401-04 · OFFICE EXPENSES</b>	<b>21,040.59</b>	<b>39,600.00</b>	<b>-18,559.41</b>	<b>53.13%</b>
<b>401-05 · PERSONNEL EXPENSE</b>				
401-050 · COMPANY PAYROLL TAX EXPENSE	1,976.03			
401-051 · CLERK PAYROLL TAXES	3,655.47	4,120.85	-465.38	88.71%
401-052 · CLERK RETIREMENT	5,775.23	6,431.15	-655.92	89.8%
401-053 · CLERK UI TAXES	76.60	138.00	-61.40	55.51%

**CITY OF DALTON GARDENS**  
**FINANCIAL STATEMENT**  
FY 21 through September 30, 2021

		Budget	\$ Over Budget	% of Budget
401-054 · CLERK WAGES	57,458.14	53,862.00	3,596.14	106.68%
401-055 · DEPUTY CLERK-PAYROLL TAXES	1,112.92	1,418.31	-305.39	78.47%
401-056 · DEPUTY CLERK RETIREMENT	1,654.44	2,213.69	-559.25	74.74%
401-057 · DEPT CLERK-UI TAXES	40.12	60.00	-19.88	66.87%
401-058 · DEPUTY CLERK WAGES	17,077.91	18,540.00	-1,462.09	92.11%
401-059 · EMP HEALTH INSURANCE	15,405.00	24,000.00	-8,595.00	64.19%
<b>Total 401-05 · PERSONNEL EXPENSE</b>	<b>104,231.86</b>	<b>110,784.00</b>	<b>-6,552.14</b>	<b>94.09%</b>
<b>401-06 · PROFESSIONAL SERVICES</b>				
401-061 · AUDIT AND ACCOUNTING	10,450.50	12,000.00	-1,549.50	87.09%
401-062 · LEGAL PUBLISHING	4,898.69	4,000.00	898.69	122.47%
401-06 · PROFESSIONAL SERVICES - Other	62,489.00	80,000.00	-17,511.00	78.11%
<b>Total 401-06 · PROFESSIONAL SERVICES</b>	<b>77,838.19</b>	<b>96,000.00</b>	<b>-18,161.81</b>	<b>81.08%</b>
<b>401-07 · UTILITES</b>				
401-071 · BLDG & GROUNDS UTILITIES	7,440.85	8,000.00	-559.15	93.01%
401-072 · INTERNET	229.96			
401-073 · TELEPHONE	2,525.23	2,800.00	-274.77	90.19%
<b>Total 401-07 · UTILITES</b>	<b>10,196.04</b>	<b>10,800.00</b>	<b>-603.96</b>	<b>94.41%</b>
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	6,574.00	7,500.00	-926.00	87.65%
401-13 · MISCELLANEOUS SERVICE & CHARGES	113.06	1,800.00	-1,686.94	6.28%
401-15 · Uncategorized Expenses	77,023.44			
411-047 · CITY COUNCIL TRAVEL/MEETINGS	160.00	1,000.00	-840.00	16.0%
413-047 · MAYOR TRAVEL & MEETINGS	315.00	500.00	-185.00	63.0%
415-047 · CLERK TRAVEL @ MEETINGS	2,326.15	1,500.00	826.15	155.08%
<b>Total 401-000 · GENERAL &amp; ADMIN</b>	<b>386,437.11</b>	<b>388,189.00</b>	<b>-1,751.89</b>	<b>99.55%</b>
<b>402-000 · LAW ENFORCEMENT</b>				
402-02 · CODE ENFORCEMENT-PAYROLL TAXES	294.72	1,147.50	-852.78	25.68%
402-03 · CODE ENFORCMENT- RETIREMENT	460.00	1,791.00	-1,331.00	25.68%
402-04 · CODE ENFORCEMENT-UI TAX	8.80	40.00	-31.20	22.0%
402-05 · CODE ENFORCEMENT-WAGES	3,172.50	15,000.00	-11,827.50	21.15%
402-06 · PROSECUTING ATTORNEY	1,740.00	1,740.00	0.00	100.0%
<b>Total 402-000 · LAW ENFORCEMENT</b>	<b>5,676.02</b>	<b>19,718.50</b>	<b>-14,042.48</b>	<b>28.79%</b>
<b>403-000 · STREETS</b>				
403-06 · FUEL AND LUBRICANTS	1,130.54	2,000.00	-869.46	56.53%
403-10 · ROADS-ENG PLANS & SERVICES	41,449.70	50,000.00	-8,550.30	82.9%
403-11 · SNOW & ICE CONTROL-REMOVAL	8,900.99	30,000.00	-21,099.01	29.67%
403-12 · STREET EQUIPMENT MAINTENANCE	1,753.06	7,000.00	-5,246.94	25.04%
403-13 · STREET MAINT- PAYROLL TAXES	800.39	2,000.00	-1,199.61	40.02%
403-14 · STREET MAINT- CONTRACTED	49,342.18	399,000.00	-349,657.82	12.37%
403-16 · STREET MAINT-SUPPLIES	2,323.33			
403-17 · STREET MAINT- UI TAX	29.61	55.00	-25.39	53.84%
403-18 · STREET MAINT - WAGES	13,108.17	25,000.00	-11,891.83	52.43%
403-20 · STREET SIGNAL LIGHTS	385.04	500.00	-114.96	77.01%

**CITY OF DALTON GARDENS**  
**FINANCIAL STATEMENT**  
FY 21 through September 30, 2021

	Budget	\$ Over Budget	% of Budget	
<b>Total 403-000 - STREETS</b>	119,223.01	515,555.00	-396,331.99	23.13%
<b>404-000 - PARKS</b>				
404-01 - HORSE ARENA EXPENSES	1,952.18	9,000.00	-7,047.82	21.69%
404-03 - PARK MAINTENANCE- CONTRACTED	18,918.10	35,000.00	-16,081.90	54.05%
404-04 - PARK MAINTENANCE- PAYROLL TAX	425.82	475.00	-49.18	89.65%
404-06 - PARK MAINTENANCE- UI TAX	6.11	30.00	-23.89	20.37%
404-07 - PARK MAINTENANCE- WAGES	5,141.00	6,000.00	-859.00	85.68%
404-09 - SUPPLIES- PARK MAINT	906.20	1,500.00	-593.80	60.41%
<b>Total 404-000 - PARKS</b>	27,349.41	52,005.00	-24,655.59	52.59%
<b>405-000 - LID</b>				
405-01 - Gov't Way Sewer Project/LID #1	33,533.00	34,000.00	-467.00	98.63%
405-02 - LID PHASE 2	65,235.60	65,500.00	-264.40	99.6%
<b>Total 405-000 - LID</b>	98,768.60	99,500.00	-731.40	99.27%
<b>407-000 - COMMUNITY DEV.</b>				
<b>407-01 - PLANNING &amp; ZONING</b>				
407-011 - PLANNING CONSULTANT	43,232.56	50,000.00	-6,767.44	86.47%
417-043 - P & Z TRAVEL & MEETING EXP	0.00	500.00	-500.00	0.0%
407-01 - PLANNING & ZONING - Other	16.24			
<b>Total 407-01 - PLANNING &amp; ZONING</b>	43,248.80	50,500.00	-7,251.20	85.64%
407-02 - BUILDING INSPECTOR SERVICES	48,717.77	40,000.00	8,717.77	121.79%
<b>Total 407-000 - COMMUNITY DEV.</b>	91,966.57	90,500.00	1,466.57	101.62%
<b>Total Expense</b>	729,420.72	1,165,467.50	-436,046.78	62.59%
	<b>354,045.57</b>	<b>0.00</b>	<b>354,045.57</b>	<b>100.0%</b>

**Checking/Savings**

<b>1-101.0 - GENERAL CHECKING</b>	601,985.73
<b>1-101.2 - LID #1 Bond Fund</b>	15,866.76
<b>1-101.3 - Guaranteed Fund</b>	35,149.60
<b>1-101.4 - Government Way - LID #2</b>	214,872.04
<b>1-102.0 - LGIP #1404-General Fund</b>	1,823,317.13
<b>1-102.1 - LGIP #2380-18th St</b>	304,395.43
<b>1-102.2 - LGIP #3388-ARPA</b>	0.00
<b>Total Checking/Savings</b>	2,995,586.69

**CITY OF DALTON GARDENS  
4th Quarter Treasurer's Report (unadjusted)  
July 2021 to September 2021**

	<b>Jul - Sep 21</b>	<b>Budget</b>
<b>Income</b>		
301-000 · COMMUNITY DEV. INCOME	33,135.05	73,800.00
302-000 · FRANCHISE FEES	5,884.15	47,000.00
303-000 · HIGHWAY FUNDS	51,490.17	133,641.00
304-000 · LID ASSESSMENTS	5,673.11	100,213.00
305-000 · PROPERTY TAXES	59,301.84	162,500.00
306-000 · STATE REVENUE SHARE	87,819.11	257,872.00
307-000 · OTHER INCOME	79,693.99	389,441.50
308-000 · GRANT FUNDS	0.00	1,000.00
<b>Total Income</b>	<b>322,997.42</b>	<b>1,165,467.50</b>
<b>Gross Profit</b>	<b>322,997.42</b>	<b>1,165,467.50</b>
<b>Expense</b>		
401-000 · GENERAL & ADMIN	110,742.35	388,189.00
402-000 · LAW ENFORCEMENT	0.00	19,718.50
403-000 · STREETS	57,792.37	515,555.00
404-000 · PARKS	8,676.32	52,005.00
405-000 · LID	15.00	99,500.00
<b>Total 407-000 · COMMUNITY DEV.</b>	<b>16,277.38</b>	<b>90,500.00</b>
<b>Net Income</b>	<b>193,503.42</b>	<b>1,165,467.50</b>
	<b>129,494.00</b>	<b>0.00</b>

**NOTE: Citizens are invited to inspect the detailed supporting records of the above financial report.**

**Teresa Janzen, City Clerk/Treasurer, October 12, 2021**



## City of Dalton Gardens

6360 N Fourth Street, Dalton Gardens,  
ID 83815 Phone: (208) 772-3698 Fax:  
(208) 762-5156

### Monthly Planner Activity Report

**September 27, 2021**

#### Code amendments

At their September 14<sup>th</sup>, 2021 public hearing, the City Council held a public hearing to review a series of amendments within Title 5 (Zoning) of the Dalton Gardens City Code. Amendments chiefly addressed fencing, exterior lighting (“light trespass”), lot coverage, allowed uses in the commercial zone, and other “housekeeping” concerns. After deliberations, the Council voted to approve said amendments subject to minor adjustments. The amendments have been published in the paper of record.

In addition, the City Council has agreed to schedule a public hearing for a proposed ordinance regulating small cell wireless facilities and associated distributed antenna systems (DAS). The Council will hear the proposal at its October 7<sup>th</sup> City Council meeting. This follows the Planning and Zoning Commission’s recommendation of the subject ordinance.

#### Variances / Special Use Permits

No new variances or special use permit applications were received by the City in the last month.

#### Subdivisions

A 2-lot short subdivision was processed by the city. This included notices to affected agencies, review by city staff and distribution and review by planning and zoning commission. At its September 23, 2021 meeting, the P&Z commission held a public hearing to review the proposed short subdivision (short plat). The proposal was approved, and an order of decision will be issued to Kootenai County.

#### Building Permits

The City has been working through a backlog of building permits, and permit activity remains steady. The launch of the city’s OpenGov application has proved beneficial, and supports permit administration, tracking and communications. The portal is actively receiving applications and various permits are being intake on a consistent basis. These include construction permits, code enforcement violations, business licenses, home-based business licensees, land-divisions, and other land-use determinations. The city and its contacted staff (planner, engineer, inspectors) can communicate efficiently through the portal.



Code enforcement

A code enforcement officer has been hired and has begun investigations of outstanding violations. Based on his experience to date, and prior city practice, city staff has discussed code enforcement policies and will begin developing escalation policies and procedures. This includes application of the city, county, and state regulations. In addition, staff will begin preparing informational pieces (for brochures, handouts, web-site, etc.) to aid in public education and communication.

Annexation

Dalton Ave. annexation exhibits (legal descriptions, etc.) have been received from the City's contracted engineer. Staff will be discussing the next steps according Idaho state statute.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ryan Hughes", is written over a light blue horizontal line.

Ryan Hughes  
City Planner

---

**To:** Mayor Edwards, City of Dalton Gardens

**From:** HMH Engineering

**Date:** October 7, 2021

**Re:** Engineering update

---

1. Transportation Plan – HMH is continuing work on the Transportation Plan. The transportation Plan Update Draft is anticipated to be completed by October 31, 2021 for City review.
2. Utility Right-of-Way Encroachment Permits – All Active permits are shown on the attached table.

Received for Review	Utility's Designated Permit ID	Application No.	Utility Company	Temp Permit Date	Final Permit Date	Location of Work	Construction Must Be Completed By:
10/27/2020	CDN03B_DA01_C0157	TDS 20-102720	TDS	10/27/2020		Near 6032 to 6167 N Valley	December 31, 2020
10/19/2020	CDN03A_DG_D02_03	ROW-2021-5	TDS	6/1/2021		Canfield and N 15th St	September 1, 2021
11/23/2020	CDN03A_DG_DA02_04	TDS 20-11232020	TDS	11/23/2020		E Wilbur at N Davenport St	May 23, 2021
11/25/2020	CDN03A_DG_DA03_03	TDS 20-11252020	TDS	11/30/2020		Near E Wilbur Ave and N 15th St	May 30, 2021
11/25/2020	CDN03A_DG_DA09_01	TDS 20-11262020	TDS	12/15/2020		Prairie Ave S of N 4th	August 31, 2021
12/31/2020	CDN03A_DG_NODE	TDS 21-05212021	TDS	5/21/2021		Node location address is assigned as 6081 N 15th St.	
3/22/2021		ROW 21-10	AVISTA	4/5/2021		455 E Dalton Ave.	
3/25/2021	HYLKIDXX_DH22_N1_H3004	ROW-2021-8	ZIPLY	6/15/2021		1163 E Wilbur Ave - 576 FDH Pad Mounted Cabinet	
4/5/2021		ROW 21-042321	AVISTA	4/23/2021		7400 N Colfax; Missile bore under Colfax	
5/21/2021	HYLKIDXX_RTE3_5503731 F1	ZIPLY 21-05212021	ZIPLY	6/15/2021		6439 N Mt Carrol; pole m	
5/26/2021		ROW-2021-6	AVISTA	6/2/2021		1852 E Canfield Ave.	September 1, 2021
-		ROW 21-02	AVISTA	3/22/2021	3/16/2021	5928 N Colfax	
5/26/2021		ROW-2021-1	AVISTA	6/1/2021		5776 N Davenport St	September 1, 2021
5/26/2021		ROW-2021-2	AVISTA	6/1/2021		5928 N Colfax	September 1, 2021
6/1/2021	HYLKIDXX_H4016_5501554_DH54 S1	ROW-2021-4	ZIPLY	7/13/2021		7890 N Government Way	September 15, 2021
6/1/2021		ROW-2021-3	Dalton Water	6/15/2021		5928 N Colfax	
6/9/2021		ROW-2021-7	AVISTA	6/23/2021		7037 & 7009 N 16th St	
7/6/2021	CDN03A_DG_DA02_TRANSPORT_CO542	ROW-2021-9	TDS	8/24/2021	ROW-2021-9	E Dalton Ave to 15th and up to 6911 N 15th	November 30, 2021
7/6/2021		ROW-2021-10	AVISTA	7/20/2021		7815 N Valley St.	September 1, 2021
7/21/2021	CDN03A_DG_DA03_TRANSPORT_CO543	ROW-2021-11	TDS	8/30/2021		Prairie Avenue E of 4th, E Deerhaven and N 15th St.	November 1, 2021
7/28/2021	HYLKIDXX_H33006_5503699_DH21N1	ROW-2021-12	ZIPLY	8/18/2021		1647 E Hanley Ave - Proposed Location of FDH 576 Pad Mounted Cabinet. Aerial over-lash to existing cable/strand, pull foc & mst tails through existing conduit. Proposed splitters, snowshoes, ground rods, hand-holes. Designed to accommodate 6 fiber strands per 1000' for future 5G to 371 living units.	November 1, 2021
9/7/2021		OG ROW-21-1	AVISTA	9/10/2021		5711 N 17th St. We will be cutting off service to home for the demo. Cut off will be in the dirt ROW just West of the asphalt. No asphalt request.	November 1, 2021
9/30/2021		OG ROW-21-14	AVISTA	10/1/2021		7080 N Mt. Carrol. We will missile across Mt. Carrol to install new underground service.	November 1, 2021
			Needs to be reviewed by HMH				
			Waiting on Revision				
			Needs Final Inspection				