



Rathdrum

City Council Agenda
September 9, 2020
6:00 p.m.

Location: City Council Chamber
8047 W. Main Street
Rathdrum, ID 83858
(208) 687-0261

Zoom Conference information will be on
the City Website –
www.rathdrum.org/councilmeetings

WELCOME-PLEASE TURN OFF CELL PHONES- Thank You.

Physically attending the open meeting: The City Council Chambers will be open for the meeting. However, please note the following:

1. Limited Seating will be provided at a minimum distance of 6' apart in accordance with guidelines.
2. If you are feeling sick, have been in close contact with someone who has been sick, or are uncomfortable being in physical attendance, please use the video conferencing option.
3. It is **required** those in attendance wear a face mask.

1) CALL THE MEETING TO ORDER

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL

4) AMENDMENTS TO THE AGENDA AND DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS The declaration and justification of an amendment must be approved by motion of the Council.

5) ACTION ITEM: CONSENT CALENDAR APPROVAL

- A) Special Council Minutes of August 19, 2020
- B) Regular Council Minutes of August 26, 2020
- C) Regular and Special Bills as presented

6) CEREMONIES AND REPORTS

7) **VISITORS COMMENTS** – An opportunity to address concerns not on the agenda (No formal action allowed – 3-minute time limit per issue) issues may be placed on subsequent agenda. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight’s meeting, if time permitting. Repeated comments of the same or similar topic will be considered out of order and not allowed.

8) **OLD BUSINESS**

- A) **ACTION ITEM:** Consideration of the FY 2019-2020 Audit
- B) **ACTION ITEM:** Consideration of Buck Conditional Use Permit – Home Occupation Nail Salon

9) **PUBLIC HEARING**

10) **NEW BUSINESS**

- A) Presentation on the Local option tax on Vehicle Registrations (Presented by KMPO Directory Glenn Miles)
- B) **ACTION ITEM:** Consideration of the Cemetery Ordinance
- C) **ACTION ITEM:** Consideration of the Stricklin Legal Lot Letter
- D) **ACTION ITEM:** Consideration of the changes to the Personnel Policy
- E) **ACTION ITEM:** Consideration of the Account Specialist Job Description

11) **STAFF REPORTS**

- A) Public Works Reporting – In the packet
- B) Police Department Reporting
- C) Park and Recreation Reporting
- D) City Administrator

12) **MAYOR’S REPORT/APPOINTMENTS**

13) **COUNCIL REPORTS**

14) **ADJOURN**

Rathdrum City Hall is an ADA accessible building. Assistance for persons with disabilities will be provided upon 24-hours’ notice prior to the meeting.



Rathdrum

Special City Council Minutes
August 19, 2020
6:00 p.m.

Location: City Council Chamber
8047 W. Main Street
Rathdrum, ID 83858
(208) 687-0261

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3. It is recommended those in attendance wear a face mask.

1) CALL THE MEETING TO ORDER

Meeting called to order at 6:00 pm

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL

PRESENT: Mayor Holmes, Councilor Hill, Councilor Rickard and Councilor Adams
ABSENT: Councilor Laws
STAFF: City Administrator Duce, Deputy City Clerk Morrell, City Finance Director Taylor. City Attorney Herrington via Zoom video Conference

4) PUBLIC HEARING

A) Increase City fees more than 5% or new fees

City Administrator Duce gave a brief presentation on the increase of City Fees more than 5% and the new fees.

See the fees presentation

Mayor Holmes opened the hearing to the public.

In Favor

None

Neutral

Brett Surplus
6303 Lofty Ridge
Rathdrum, ID

John Hodgkins
6063 W Trestle St.
Rathdrum, ID

Steven Eliason
15031 N Stevens St.
Rathdrum, ID

Against

Austin Ottosen
12735 W Winch Ave
Rathdrum, ID

City Administrator Duce gave a rebuttal with explanations of the fees and answers to questions and concerns from the citizens and Council.

Mayor Holmes then closes the public portion of the hearing.

B) FY 2020-2021 Budget

City Administrator Duce gave a brief presentation on the 2020-2021 Budget.

See the budget presentation

Mayor Holmes opened the hearing to the public.

In Favor

None

Neutral

None

Against

None

Mayor Holmes then closes the public portion of the hearing

5) NEW BUSINESS

A) ACTION ITEM: Consider the adoption of City Fee Resolution

Councilor Hill made a MOTION to approve the Consideration of the adoption of City Fee Resolution as presented with 1.8% credit card convenience fee for transactions of \$250.00 or above. Motion seconded by Councilor Adams.

AYES: Councilor Hill
Councilor Adams
Councilor Rickard

NAYES: None

ABSENT: Paula Laws

Motion Passed

B) ACTION ITEM: Consideration of the Annual Appropriation Ordinance

Councilor Rickard made MOTION to approve the Annual Appropriation Ordinance. An Ordinance entitled the Annual Appropriation Ordinance for the fiscal year beginning October 1, 2020 appropriating the sum of \$24,330,090 to defray the expense and liabilities of the city of Rathdrum for said fiscal year, authorizing a levy of a sufficient tax upon the taxable property and specifying the objects and purposes for which said appropriation is made be placed on its first reading by title only, under suspension of the rules and to waiver its second & third readings. Motion seconded by Councilor Hill.

AYES: Councilor Rickard
Councilor Hill
Councilor Adams

NAYES: None

ABSENT: Paula Laws

Motion Passed

Mayor then reads Ordinance by title only.

Councilor Rickard made MOTION to adopt the Annual Appropriation Ordinance and to publish by summary only & incorporate the title of the Ordinance into the body of the summary. Motion seconded by Councilor Hill.

AYES: Councilor Rickard

Councilor Hill
Councilor Adams

NAYES: None
ABSENT: Paula Laws

6) ACTION ITEM: Executive Session: I.C. 74-206(1)(C) TO CONSIDER THE EVALUATION, DISMISSAL OR DISCIPLINING OF, OR TO HEAR COMPLAINTS OR CHARGES BROUGHT AGAINST, A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER OR INDIVIDUAL AGENT, OR PUBLIC-SCHOOL STUDENT

Councilor Hill made a MOTION to go into Executive Session: I.C. 74-206(1)(c) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student. Motion Seconded by Councilor Rickard.

7) ADJOURN

Meeting is adjourned 9:00 pm

Vic Holmes, Mayor

Attest:

Sherri L Halligan, City Clerk

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Proposed Fees for 2020-2021

1

Fees

- ▶ Fees also reflect the principle that the cost of public services should be borne by those who benefit from the services.
- ▶ Fees must be reasonably related to, but cannot exceed, the cost of providing the service.



2

Credit Card Convenience Fees

- ▶ **Credit Card Convenience Fee** Proposed 3% Fee
 - ▶ Businesses have expressed an interest in using credit cards to pay for permits and fees.
 - ▶ Staff is requesting to waive the convenience fee on items less than \$250 to allow water and sewer bills to be paid without the fee.
 - ▶ Staff is also requesting to reduce the convenience fee to 1.8% which more closely reflects the actual cost of the fees from the bank that the City pays.



3

Administrative New Fees

- ▶ **Public Vendor Application** \$25.00 per permit
 - ▶ Rathdrum City Code (RCC) 7-6-3 requires vendors at City Parks must have a vendor permit. The City has not yet established a fee by resolution for the Public Vendor Application.
- ▶ **Copy Expenses for NEW printer**
Print jobs over 11x17
 B & W - \$1.25/page
 Color - \$2.05/sq ft

 - ▶ The City recently leased two oversized printers and we need to establish fees for these printers.
 - ▶ Public Records request do receive a credit in the amount of 100 8 X 11 paper copies.



4

Administrative New Fees

- ▶ **Thumb Drives**
 2 & 8 GB Drives \$3 each
 16 GB Drives \$4 each

 - ▶ Due to computer safety procedures if the public would like to place documents on a thumb drive, they will need to bring an unopened thumb drive or purchase one from the City.



5

Building Department New Fees

- ▶ **Site Plan Permit (Any structure under 200 sq ft)** \$25.00 per permit
 - ▶ In an effort to document the approved placement of small accessory structures a small fee would be required to pay for staff time to review and approve the placement.
- ▶ **Retaining Walls** Assessed value of \$6/sq ft over 4 feet in height
 - ▶ New definition – This will only apply to retaining walls over 4 feet in height.



6

Engineering Department New Fees

- ▶ **Sediment & Erosion Control Plan Review**
 - ▶ It is important that an erosion and sediment control plan is effective in preventing illicit discharge. Careful examination of the specific project site during project design to identify potential problems posed by slope, drainage patterns, and soil types is important in preparing an effective erosion and sediment control plan.

Less than 1 acre - \$100
1 acre and larger - \$300



7

Parks & Rec Department Increased Fees

- ▶ **Majestic Park – Ball Field Lights**
 - ▶ The first year we estimated what the expense was for ball field lights. After review, it was determined that the appropriate cost should be \$100/field/day.

Increased the fee from \$75 to \$100



8

Public Works Department Increased Fees

- ▶ **Sewer Service Base Fee**
 - ▶ The City of Post Falls raised the sewer treatment fees. The City of Rathdrum passes this increase on to the customer accounts.
- ▶ **Sewer Flow Rate per 1,000**
 - ▶ The City of Post Falls raised the sewer treatment fees. The City of Rathdrum passes this increase on to the customer accounts.

Increased the fee from \$63 to \$66
\$10.50 to \$11.00



9

Public Works Department Increased Fees

- ▶ **Sanitary Sewer Hookup Fee**
 - ▶ The City of Post Falls raised the sewer hookup fees. The City of Rathdrum passes this increase on to new sewer hookups.

Increased the fee from \$3,169 to \$3,433



10



Proposed Budget for 2020-2021

1

Possible Ways to Increase Collection of Taxes

- ▶ Raise Taxes up to 3% on ALL property owners
- ▶ Collect Taxes on New Construction within City limits at last years levy rate
- ▶ Collect Taxes on Newly Annexed Properties
- ▶ Use Foregone Taxes – Increases taxes on ALL property owners



2

Tax History

Fiscal Year	% Increase	Foregone	NC & Annexation	Total Tax Levied
2021 Proposed	0%	\$0	\$118,275	\$3,053,658
2020	0%	\$0	\$182,264	\$2,935,119
2019	0%	\$0	\$145,981	\$2,742,467
2018	1.92%	\$0	\$124,518	\$2,545,425



3

Proposed Property Tax of \$3,078,279

- ▶ Total Amount will be submitted to Kootenai County on the L-2 Form
- ▶ That amount will be divided into portions for payment based off the taxable assessed value of your home and property
- ▶ Each year the County Assessor's office sends out your current assessed value of your property and home
- ▶ Last year many homeowners received a tax bill that was lower than the previous year and many homeowners received a tax bill that was higher



4

General Fund Revenues

Revenue Type	2018-19 Actual	2019-20 Budget	2020-21 Proposed
Taxes	\$2,809,868	\$2,935,199	\$3,053,658
Licenses & Permits	\$7,370	\$7,800	\$7,800
Non-Business Lic	\$437,512	\$285,250*	\$290,300
Shared Revenue	\$1,247,721	\$1,225,920	\$1,299,249
Enforcement Services	\$62,531	\$65,400	\$16,500**
Misc. Revenue	\$338,404	\$237,620	\$268,520
Fund Bal Transfer	\$0	\$903,103	\$895,000
Total Revenues	\$5,028,896	\$4,882,189	\$5,831,027

* Note: Actual Revenues for this line item is at \$677,020 year to date.

** There is no funding from LJSJ for the School Resource Officer.



5

General Fund Expenditures

Expenditure Type	2018-19 Actual	2019-20 Budget	2020-21 Proposed
Mayor and Council	\$72,897	\$72,350	\$72,350
Finance, Admin & Professional	\$454,661	\$505,175	\$504,820
Law Enforcement	\$1,965,737	\$2,077,324	\$2,153,070
Public Works	\$286,173	\$327,680	\$292,407
Planning and Zoning	\$98,080	\$214,505	\$213,112
Engineering	\$199,660	\$224,646	\$235,884
Building	\$92,691	\$103,844	\$150,642



6

General Fund Expenditures (Cont.)

Expenditure Type	2018-19 Actual	2019-20 Budget	2020-21 Proposed
Streets	\$806,238	\$1,106,499	\$1,049,843
Parks & Rec	\$195,510	\$195,692	\$208,849
Parks	\$251,659	\$359,472	\$330,800
Cemetery	\$14,007	\$34,664	\$33,587
Recreation	\$209,791	\$245,611	\$233,133
Other Expenditures	\$113,449	\$136,000	\$127,750
Transfer to Capital Proj.	\$0	\$172,000	\$224,781
Total Expenditures	\$4,760,543	\$5,603,462	\$5,831,027



7

Designated Revenue & Capital Projects

Expenditure Type	2018-19 Actual	2019-20 Budget	2020-21 Proposed
Revenues			
Emergency Reserve	\$23,957	\$973,093	\$999,648
Capital Projects	\$121,223	\$668,000	\$195,000
City Hall Reserves	\$144,000	\$145,000	\$150,000
Total Revenues	145,180	\$1,786,093	\$1,344,648
Expenditures			
Emergency Reserve	\$0	\$973,093	\$999,648
Transfer to Capital Proj.	\$1,055,114	\$172,000	\$195,000
City Hall Reserves	\$0	\$145,000	\$150,000
Total Expenditures	\$1,055,114	\$1,290,093	\$1,344,648



8

- ### Special Revenue Funds
- ▶ Impact Fees – Parks and Circulation
 - ▶ Fees charged to new growth to pay for maintaining a level of service
 - ▶ Parks = 5 developed acres per 1,000 population
 - ▶ Circulation = Maintain the same level of service on road conditions
 - ▶ Cemetery Fund
 - ▶ Lots & Niches
 - ▶ Opening and Closing of graves
- 

9

- ### Special Revenue Funds
- ▶ It is currently the policy of the City that all funds are placed in the budget. The purpose of this policy is to be transparent to the public.
 - ▶ I would like to recommend that we change that policy in the next year. Each year that we budget the entire amount in the fund it appears as if we are planning to spend 4 to 5 times the amount we spent in the actual column.
 - ▶ We can find a way to be more transparent with that funding without appearing to be spending all of it.
- 

10

Special Revenue Funds

	2018-19 Actual	2019-20 Budget	2020-21 Proposed
Revenues	\$59,088	\$1,786,044	\$2,234,304
Expenditures	\$374,142	\$1,786,044	\$2,234,304



11

- ### Enterprise Funds
- ▶ Water
 - ▶ Water Fund – Day to Day operation of the City Water Department
 - ▶ Water Capital Fund – Long Range Capital Projects for Water
 - ▶ Sewer
 - ▶ Sewer Fund – Day to Day operation of the City Sewer Department
 - ▶ Sewer Capital Fund – Long Range Capital Projects for Water
 - ▶ Some project require savings for multiple years before we can complete the project.
- 

12

Enterprise Funds

- ▶ It is currently the policy of the City that all funds are placed in the budget. The purpose of this policy is to be transparent to the public.
- ▶ I would like to recommend that we change that policy in the next year. Each year that we budget the entire amount in the fund it appears as if we are planning to spend 4 to 5 times the amount we spent in the actual column.
- ▶ We can find a way to be more transparent with that funding without appearing to be spending all of it.



13

Enterprise Funds

	2018-19 Actual	2019-20 Budget	2020-21 Proposed
Revenues	\$3,504,474	\$13,064,199	\$15,144,891
Expenditures	\$4,950,784	\$13,064,199	\$15,144,891



14



Rathdrum

City Council Minutes

August 26, 2020

6:00 p.m.

Location: City Council Chamber
8047 W. Main Street
Rathdrum, ID 83858
(208) 687-0261

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3. It is **required** those in attendance wear a face mask.

1) CALL THE MEETING TO ORDER

Meeting called to order at 6:00 pm

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL

PRESENT: Mayor Holmes, Councilor Hill, Councilor Rickard and Councilor Adams. Councilor Laws via Zoom video Conference

ABSENT:

STAFF: City Administrator Duce, City Clerk Halligan, City Planner Siess, City Finance Director Taylor. City Attorney Herrington via Zoom video Conference

4) AMENDMENTS TO THE AGENDA AND DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS The declaration and justification of an amendment must be approved by motion of the Council.

5) ACTION ITEM: CONSENT CALENDAR APPROVAL

- A) Regular Council Minutes of August 12, 2020
- B) Regular and Special Bills as presented
- C) Majestic Villas Final Plat (Major Subdivision)
- D) Brookshire 2nd Addition Final Plat (Major Subdivision)
- E) Rathdrum Creek Mobile Home Community Final Plat (Major Subdivision)

City Administrator Duce gave a brief presentation on the consent calendar.

Councilor Laws made a MOTION that we approve the Consent Calendars as presented. Motion seconded by Councilor Hill.

AYES: Councilor Laws
Councilor Hill
Councilor Rickard
Councilor Adams

NAYES: None

ABSENT:

Passed by all

6) CEREMONIES AND REPORTS

7) VISITORS COMMENTS – An opportunity to address concerns not on the agenda (No formal action allowed – 3-minute time limit per issue) issues may be placed on subsequent agenda. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight’s meeting, if time permitting. Repeated comments of the same or similar topic will be considered out of order and not allowed.

Dan Loeffler
6956 W Amanda St
Rathdrum, ID

I am here tonight to ask for clarification on the letter I received regarding the City Requirements on where I can store my RV/Camper on my property

City Administrator Duce stated that this has to do with the notice that we put on the back of the Utility Bills last month.

Mr. Loeffler, the pathway you have to your backyard is completely viable as an access your property and the backyard to park your trailer back there. This has nothing to do with that. This has to do with parking on the driveway, sidewalks, swale or the street for longer than 48 hours. The reason for that is safety concerns.

8) OLD BUSINESS

9) PUBLIC HEARING:

A) Foregone Revenue FY 2020-2021

Mayor Holmes opened the hearing to the public.

City Administrator Duce gave brief presentation on the Foregone Revenue FY 2020-2021

In Favor

None

Neutral

John Hodgkins
6063 W Trestle St
Rathdrum, ID

Against

None

Mayor Holmes closed the hearing to the public

A) ACTION ITEM: Consideration of the Resolution to reserve the Foregone Amount for FY 2020-2021.

Councilor Rickard made a MOTION that to pass the resolution Reserving the Foregone amount for FY20-21 as presented. Motion seconded by Councilor Laws.

AYES: Councilor Rickard
Councilor Laws
Councilor Adams

NAYES: Councilor Hill

ABSENT:

Passed

10) NEW BUSINESS

A) ACTION ITEM: Consideration of Buck Conditional Use Permit – Home Occupation Nail Salon

City Planner Siess gave a brief presentation on Buck Conditional Use Permit – Home Occupation Nail Salon

This is an application for a Conditional Use Permit (CUP) to allow for a home occupation use to occur on residentially zoned property. The Applicant seeks to allow a home occupation/nail salon to be operated on the subject property, zoned R-2. The nail salon is to consist of one nail station, one pedicure station, assorted counter and storage space, with a total area of approximately 320 square feet within the ground floor of the existing single-family home. The occupant of the home is to be the only employee and will service a single client at a time. Typical business hours are anticipated.

Pursuant to Rathdrum City Code (RCC), 11-4A-3 (D), R-2 Residential District, Conditional Uses, all principal and conditional uses permitted in R-1 districts may be allowed in the R-2 district by conditional use permit. Rathdrum City Code (RCC), 11-4A-2 (D) lists conditional uses in the R-1 Residential District as: Bed and Breakfast Inns, Churches, Guesthouses, Home occupations, Nursery/Daycare for children, Schools, and “Other uses determined by the commission to be in keeping with the purpose and intent of this district.” A conditional use permit may be granted to an applicant if the proposed use is prohibited by the terms of RCC Title 11 but is allowed with conditions under specific provisions of RCC Title 11 and is not in conflict with the Comprehensive Plan. The minimum criteria and conditions of the RCC shall apply to the approval of any conditional use permit.

Councilor Rickard made a MOTION that we that we table the consideration of the Buck Conditional Use Permit until the next Regular Council Meeting. Motion seconded by Councilor Adams.

AYES: Councilor Rickard
Councilor Adams
Councilor Hill
Councilor Laws

NAYES: None

ABSENT:

Passed by all

B) ACTION ITEM: Consideration of Majestic Villas 1st Addition Preliminary Plat

City Planner Siess gave a brief presentation on Majestic Villas 1st Addition Preliminary Plat

The Applicant is requesting approval of a preliminary subdivision consisting of 32-residential lots on approximately 9.761 acres. The proposed average lot size is 10,386 SF in area, with lots ranging between 8,745 SF and 13,001 SF in area.

A portion of the area within this proposal (approximately 2.92 acres) was previously included in the Majestic Villas Preliminary Plat which was approved by the Rathdrum City Council on January 9, 2019. That acreage was included in the Majestic Villas Final Plat application which is being reviewed by the Commission on this date as Lot 6 of Block 1 with the intention of future platting. That area is now included in this request.

This property was annexed into the City by Ordinance #341 in 1993 at which time it was provided with R-3 Multi-family Residential zoning, and the impacts of such zoning was considered by the City Council, including those to transportation and schools.

The R-3 residential zoning allows for up to 280 residential units to be placed on the property (9.761 acres) as an outright permitted use as it now stands – without being required to be reviewed by the Planning and Zoning Commission and Council. Because the proposal is to subdivide the property into 32 lots, for the provision of 64 residential units (duplexes are intended), it requires public hearing and review and approval by the Planning and Zoning Commission and City Council. The proposal is for 216 fewer residences than would be allowed outright.

This property was included within a proposed subdivision and Planned Unit Development to allow 78 residential units in early 2018. As part of that proposal, the duplex units were to cross property lines and units sold individually (providing for two separate owners of each side of the duplexes). That proposal was not approved.

Drew Dittman
Lake City Engineering

Mr. Dittman gave a brief review of the subdivision project.

City Attorney Herrington stated that I am worried about entering into new evidence on the record since this has gone through the public hearing process. It's the staff report and the report from planning and zoning. It is for the council's consideration. If you

would like to have another public hearing on this is defiantly something the council can do.

Councilor Hill made a MOTION that we approve the proposal, finding that it is in accord with the City of Rathdrum Comprehensive Plan and Rathdrum City Code as found within the Findings of Fact, Conclusions of Law and Conditions of Approval as found within the Staff Report dated August 19, 2020. I further move that the Planning and Zoning Administrator provide a reasoned decision regarding this action to the Applicant. Motion seconded by Councilor Adams.

AYES: Councilor Hill
Councilor Adams
Councilor Laws
Councilor Rickard

NAYES: None

ABSENT:

Passed by all

C) ACTION ITEM: Consideration of the Governor’s Public Safety Grant Initiative

City Administrator Duce gave a power point presentation on the Governor’s Public Safety Grant Initiative.

See presentation Handout

Councilor Rickard made a MOTION that we accept the Governor’s Public Safety Grant Initiative. Motion seconded by Councilor Hill.

AYES: Councilor Rickard
Councilor Hill
Councilor Laws
Councilor Adams

NAYES: None

ABSENT:

Passed by all

11)STAFF REPORTS

A) City Administrator

12)MAYOR’S REPORT/APPOINTMENTS

A) Constitution Week Proclamation

Mayor Holmes stated that I proclaim September 17 thru September 23rd as the Constitution Week

13)COUNCIL REPORTS

14)ADJOURN

Meeting is adjourned 7:39 pm

Vic Holmes, Mayor

Attest:

Sherri L Halligan, City Clerk

Rathdrum City Hall is an ADA accessible building. Assistance for persons with disabilities will be provided upon 24-hours’ notice prior to the meeting.

Governor Little's Public Safety Grant Initiative

(GPSGI)



1

History

- ▶ April
 - ▶ Congress appropriated \$1.25 Billion to the State of Idaho
 - ▶ Idaho Board of Examiners gave the Governor permission to spend the \$1.25 B
 - ▶ Coronavirus Financial Advisory Committee (CFAC) was formed
- ▶ May
 - ▶ CFAC recommended \$94 Million to Local Governments
 - ▶ CFAC sent a letter to inform the USDT of the intention to use \$200 Million for public safety payroll expenses



2

History - June

- ▶ 11 – Governor accepts the recommendation from CFAC
- ▶ 30 – United States Department of the Treasury issued guidance on the spending of the \$1.25 Billion.
 - ▶ Expenditures for payroll expenses for public safety were included
 - ▶ As a matter of Administrative Convenience the entire public safety costs may be presumed to be substantially dedicated to mitigating or responding to the COVID-19 public health emergency.



3

History - July

- ▶ 6 – CFAC sent an updated letter to the USDT outlining the proposed public safety initiative
- ▶ 7 – Idaho Attorney General Statement
- ▶ 14 – City of Rathdrum sent in a letter of intent. Estimated costs for public safety - \$1,425,213
- ▶ 16 – Governor Little met with the White House and the USDT and received positive reinforcement
- ▶ 17 – Deadline to submit a letter of intent
- ▶ 54 Cities and 28 Counties submitted letters of intent



4

Notification from the Governor's Office

- ▶ The City of Rathdrum received a notice that we would be eligible for
 - ▶ \$604,470



5

Will the City of Rathdrum use the money from the GPSGI?

Property Taxes in Rathdrum	
Amount Levied in the FY 20-21 Budget	\$3,053,658
GPSGI Funds (reduce Property Tax)	(\$604,470)
Total Tax	\$2,449,188



6

Estimated Property Taxes

Assessed Taxable Value	Levied Tax .00404181	Levied Tax Less GPSGI .00324174	Difference
\$50,000	\$202.09	\$162.09	\$40.00
\$100,000	\$404.18	\$324.17	\$80.01
\$150,000	\$606.27	\$486.26	\$120.01
\$200,000	\$808.36	\$648.35	\$160.01
\$250,000	\$1,010.45	\$810.44	\$200.01
\$300,000	\$1,212.54	\$972.52	\$240.02



7

If approved citizens will receive a ONE-TIME Property Tax Relief.



8

If Approved – Education is Key

- ▶ The importance of education
 - ▶ Escrow accounts will be short next year.
 - ▶ People can make a manual payment to their escrow account



9

Will it need to be paid back?

- ▶ There are attorney's that have expressed their concern for the proper use of these funds.
- ▶ Bonner County Lawsuit - Pending



10

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-415-310							
134	AMAZON CAPITAL SERVICES	11FC-D6TT-VY	10 pack flash drive	07/21/2020	34.75	.00	
134	AMAZON CAPITAL SERVICES	164G-VP96-C	Microphone adapter	07/16/2020	24.00	.00	
134	AMAZON CAPITAL SERVICES	16G7-KHCM-Q	Face masks	08/09/2020	59.61	.00	
134	AMAZON CAPITAL SERVICES	1MPV-Y4LQ-FJ	Outlets , ext cord	07/13/2020	11.99	.00	
134	AMAZON CAPITAL SERVICES	1QK4-FJC7-K	Toner	07/21/2020	29.57	.00	
2518	SUPER ONE FOODS	03-2166497	Creamer	08/21/2020	2.32	.00	
Total 10-415-310:					162.24	.00	
10-415-320							
546	CRYSTAL SPRINGS	100773010815	Cooler rent & water	08/15/2020	104.58	.00	
Total 10-415-320:					104.58	.00	
10-415-470							
210	ASSOCIATION OF IDAHO CITIE	200007061	Virtual Conference Halligan & Mor	08/24/2020	83.34	.00	
Total 10-415-470:					83.34	.00	
10-415-510							
75	TIME WARNER CABLE	002706408252	Internet fee	09/01/2020	75.00	.00	
75	TIME WARNER CABLE	002706408252	Internet fee	09/01/2020	74.98	.00	
2810	VERIZON WIRELESS, BELLEVU	9861530562	Cell phones -CH	08/25/2020	122.73	.00	
Total 10-415-510:					272.71	.00	
10-415-796							
2271	ROYAL BUSINESS SYSTEMS-T	27645800	Copier pymt	08/20/2020	432.55	.00	
Total 10-415-796:					432.55	.00	
10-416-429							
283	BENEFITS EXCHANGE NORTH	4283	Cobra admin fee	09/03/2020	42.00	.00	
480	COEUR D'ALENE PRESS, INC.	100400190-081	Public Hearing Lgl 3976	08/12/2020	49.47	.00	
Total 10-416-429:					91.47	.00	
10-421-320							
134	AMAZON CAPITAL SERVICES	1X4H-FTR9-44	Tourniquets	08/20/2020	208.16	.00	
2328	SERIGHT'S ACE HARWARE 3	15448/3	Cable ties	09/02/2020	8.99	.00	
Total 10-421-320:					217.15	.00	
10-421-325							
134	AMAZON CAPITAL SERVICES	1L4G-4W1J-6	Tactical duty gloves	08/23/2020	34.11	.00	
2765	UNIFORMS 2 GEAR	105924	Shirts	08/31/2020	127.14	.00	
2765	UNIFORMS 2 GEAR	105950	Mens pants	08/19/2020	210.90	.00	
2765	UNIFORMS 2 GEAR	106270	Pants	08/31/2020	70.30	.00	
Total 10-421-325:					442.45	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-421-480							
2703	TRANSUNION	3005511-20200	Searches	09/01/2020	50.00	.00	
Total 10-421-480:					50.00	.00	
10-421-510							
1979	POWERNET GLOBAL COMMUNI	42179990	Long distance service	08/26/2020	99.00	.00	
2810	VERIZON WIRELESS, BELLEVU	9861530562	Cell phones -PD	08/25/2020	851.07	.00	
Total 10-421-510:					950.07	.00	
10-421-520							
240	AVISTA UTILITIES	6538920000AU	GAS & ELECTRIC	08/19/2020	370.81	.00	
240	AVISTA UTILITIES	8446740000AU	Natural gas	08/19/2020	11.60	.00	
Total 10-421-520:					382.41	.00	
10-421-610							
863	PRAIRIE AUTOMOTIVE	200044	Installed radar	08/23/2020	120.00	.00	
863	PRAIRIE AUTOMOTIVE	200045	Tune up	08/23/2020	469.59	.00	
863	PRAIRIE AUTOMOTIVE	200046	Replaced battery & checked char	08/26/2020	204.84	.00	
Total 10-421-610:					794.43	.00	
10-421-685							
1390	KOOTENAI HUMANE SOCIETY	RATH7-2020	Animal care	08/07/2020	190.00	.00	
Total 10-421-685:					190.00	.00	
10-421-695							
134	AMAZON CAPITAL SERVICES	1M4R-RDQJ-4	Battery replacement for Novatel je	09/01/2020	34.50	.00	
Total 10-421-695:					34.50	.00	
10-421-720							
2322	TRUE NORTH ELECTRIC INC	3235	Installed new fan	08/26/2020	150.14	.00	
2795	VANGUARD CLEANING SYSTE	97992	Cleaning service	09/01/2020	215.00	.00	
2795	VANGUARD CLEANING SYSTE	98562	Credit for 9/2	09/01/2020	17.78	.00	
Total 10-421-720:					347.36	.00	
10-421-760							
134	AMAZON CAPITAL SERVICES	1D1Q-1D99-C7	Fortinet FortiGate Security Applia	08/27/2020	8,121.79	.00	
786	FUNFLICKS	6984971	Screens,projection insert,speaker,	08/24/2020	4,634.48	.00	
732	JOSEPH HUME	2020-0425	Internal hard drive	08/11/2020	1,684.94	.00	
Total 10-421-760:					14,441.21	.00	
10-421-775							
732	JOSEPH HUME	2020-0810-S	Service agreement September	08/10/2020	441.40	.00	
Total 10-421-775:					441.40	.00	
10-421-796							
2271	ROYAL BUSINESS SYSTEMS-T	27645800	Copier pymt	08/20/2020	432.55	.00	
Total 10-421-796:					432.55	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-421-850							
2328	SERIGHT'S ACE HARWARE 3	15429/3	Dog food	09/01/2020	49.49	.00	
Total 10-421-850:					49.49	.00	
10-423-320							
1530	LOWE'S COMPANIES, INC	964734	Hanging roll	08/03/2020	7.68	.00	
2518	SUPER ONE FOODS	03-2164689	Supplies	08/19/2020	19.60	.00	
Total 10-423-320:					27.28	.00	
10-423-330							
960	HICO COUNTRY STORE, INC.	112776	Aug fuel PW	08/18/2020	40.25	.00	
960	HICO COUNTRY STORE, INC.	112777	Aug fuel PW	08/18/2020	28.80	.00	
960	HICO COUNTRY STORE, INC.	112779	Aug fuel PW	08/31/2020	28.30	.00	
Total 10-423-330:					97.35	.00	
10-423-510							
2810	VERIZON WIRELESS, BELLEVU	9861530562	Cell phones -PW	08/25/2020	570.01	.00	
Total 10-423-510:					570.01	.00	
10-423-520							
240	AVISTA UTILITIES	2907930000AU	ELECTRIC	08/19/2020	174.25	.00	
240	AVISTA UTILITIES	3797170000AU	GAS & ELECTRIC	08/20/2020	81.80	.00	
240	AVISTA UTILITIES	8475570000AU	GAS & ELECTRIC	08/19/2020	390.46	.00	
Total 10-423-520:					646.51	.00	
10-423-720							
163	APOLLO SHEET METAL, Inc	930000385	HVAC/R Preventive Maintenance	08/25/2020	220.00	.00	
2795	VANGUARD CLEANING SYSTE	97992	Cleaning service	09/01/2020	425.00	.00	
2795	VANGUARD CLEANING SYSTE	98562	Credit for 9/2	09/01/2020	35.54-	.00	
Total 10-423-720:					609.46	.00	
10-423-920							
861	GREAT AMERICA FINANCIAL SE	27641041	Large copier	09/01/2020	368.78	.00	
2271	ROYAL BUSINESS SYSTEMS-T	27645800	Copier pymt	08/20/2020	432.55	.00	
Total 10-423-920:					801.33	.00	
10-424-460							
72	AWARDS ETC	31708	Name plates	08/26/2020	13.00	.00	
Total 10-424-460:					13.00	.00	
10-424-480							
480	COEUR D'ALENE PRESS, INC.	100400324-081	PZ NOPH	08/11/2020	410.03	.00	
Total 10-424-480:					410.03	.00	
10-431-320							
1650	NAPA AUTO STORE, CDA, INC.	921070	Ignition coil	08/31/2020	173.48	.00	
1815	O'REILLY AUTO PARTS	3930-115936	Coupler lock, paper	08/28/2020	39.98	.00	
2144	RATHDRUM TRADING POST HA	7073/1	Alum storage clipboard	08/20/2020	36.89	.00	
2144	RATHDRUM TRADING POST HA	7083/1	Pass link chain	08/21/2020	16.49	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-431-320:					266.84	.00	
10-431-390							
1016	INTERMOUNTAIN SIGN & SAFE	12573	Stop signs & mesh flags	08/26/2020	288.00	.00	
1016	INTERMOUNTAIN SIGN & SAFE	12575	Telespar sleeve & anchor	08/26/2020	28.95	.00	
2328	SERIGHT'S ACE HARWARE 3	15323/3	Concrete premix	08/20/2020	25.12	.00	
Total 10-431-390:					342.07	.00	
10-431-429							
78	A DRUG FREE ALLIANCE	33802	Clinic fees-Coleman	08/20/2020	50.00	.00	
Total 10-431-429:					50.00	.00	
10-431-525							
240	AVISTA UTILITIES	0204138305AU	Street lights	08/19/2020	35.68	.00	
240	AVISTA UTILITIES	0395820000AU	Street lights	08/19/2020	34.61	.00	
240	AVISTA UTILITIES	0432070000AU	Street lights	08/17/2020	30.82	.00	
240	AVISTA UTILITIES	2219530000AU	Street lights	08/20/2020	14.33	.00	
240	AVISTA UTILITIES	2756400000AU	Street lights	08/27/2020	6,881.61	.00	
240	AVISTA UTILITIES	2820160000AU	Street lights	08/19/2020	13.13	.00	
240	AVISTA UTILITIES	4527920000AU	Street lights	08/19/2020	30.88	.00	
240	AVISTA UTILITIES	5798260000AU	Street lights	08/19/2020	49.81	.00	
240	AVISTA UTILITIES	5828150000AU	Street lights	08/19/2020	13.13	.00	
240	AVISTA UTILITIES	6732020000AU	Street lights	08/19/2020	29.71	.00	
240	AVISTA UTILITIES	6852400000AU	Street lights	08/21/2020	13.13	.00	
240	AVISTA UTILITIES	7122810000AU	Street lights	08/19/2020	13.13	.00	
240	AVISTA UTILITIES	7896220000AU	Street lights	08/19/2020	13.13	.00	
1385	KOOTENAI ELECTRIC	1488980AUG2	Street lights	08/20/2020	135.00	.00	
1385	KOOTENAI ELECTRIC	1587962AUG2	Street lights	08/20/2020	190.35	.00	
1385	KOOTENAI ELECTRIC	1800084AUGU	Street lights	08/28/2020	294.61	.00	
1385	KOOTENAI ELECTRIC	1831880AUGU	Street lights	08/28/2020	44.28	.00	
1385	KOOTENAI ELECTRIC	1832815AUGU	Street lights	08/28/2020	647.66	.00	
1385	KOOTENAI ELECTRIC	1837059AUGU	Street lights	08/28/2020	388.08	.00	
1385	KOOTENAI ELECTRIC	1844717AUG2	Street lights	08/20/2020	573.15	.00	
Total 10-431-525:					9,446.23	.00	
10-431-760							
289	BLUE TARP FINANCIAL, INC.	45562131	Fuel tank adapter	08/17/2020	269.99	.00	
Total 10-431-760:					269.99	.00	
10-435-310							
134	AMAZON CAPITAL SERVICES	14WC-F9P4-F	Popcorn	08/24/2020	153.48	.00	
134	AMAZON CAPITAL SERVICES	1N7X-9T3J-94	Lamination	08/24/2020	69.98	.00	
2440	STAPLES ADVANTAGE	3453971658	Office supplies	08/13/2020	17.47	.00	
2440	STAPLES ADVANTAGE	3453971660	Mouse pads, pens	08/13/2020	46.80	.00	
2440	STAPLES ADVANTAGE	3454509992	Pads	08/21/2020	18.49	.00	
2440	STAPLES ADVANTAGE	3454509993	Receipt books	08/21/2020	28.82	.00	
2440	STAPLES ADVANTAGE	3454509995	Credit on pens	08/20/2020	12.17-	.00	
Total 10-435-310:					322.87	.00	
10-435-330							
960	HICO COUNTRY STORE, INC.	112888	Aug fuel PR	08/17/2020	94.30	.00	
960	HICO COUNTRY STORE, INC.	112892	Aug fuel PR	08/21/2020	40.35	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
960	HICO COUNTRY STORE, INC.	112893	Aug fuel PR	08/21/2020	54.75	.00	
960	HICO COUNTRY STORE, INC.	112895	Aug fuel PR	08/24/2020	30.83	.00	
Total 10-435-330:					220.23	.00	
10-435-420							
2948	YOUSEY, CINDER	#010	Camp Host Rath Mt	08/25/2020	600.00	.00	
Total 10-435-420:					600.00	.00	
10-435-510							
2810	VERIZON WIRELESS, BELLEVU	9861530562	Cell phones -PR	08/25/2020	319.92	.00	
Total 10-435-510:					319.92	.00	
10-435-520							
240	AVISTA UTILITIES	3088650000AU	ELECTRIC	08/19/2020	99.52	.00	
Total 10-435-520:					99.52	.00	
10-435-720							
2795	VANGUARD CLEANING SYSTE	97992	Cleaning service	09/01/2020	105.00	.00	
2795	VANGUARD CLEANING SYSTE	98562	Credit for 9/2	09/01/2020	8.89-	.00	
Total 10-435-720:					96.11	.00	
10-435-920							
2271	ROYAL BUSINESS SYSTEMS-T	27645800	Copier pymt	08/20/2020	432.54	.00	
Total 10-435-920:					432.54	.00	
10-438-315							
2144	RATHDRUM TRADING POST HA	7081/1	Leaf bags, gloves	08/21/2020	81.62	.00	
Total 10-438-315:					81.62	.00	
10-438-320							
680	EAGLE MFG., INC.	055685	Rebar	08/18/2020	30.00	.00	
1650	NAPA AUTO STORE, CDA, INC.	919164	Trailer lights	08/17/2020	17.59	.00	
2144	RATHDRUM TRADING POST HA	6971/1	Furring strip	08/10/2020	1.79	.00	
2144	RATHDRUM TRADING POST HA	6976/1	Brush	08/10/2020	3.04	.00	
2144	RATHDRUM TRADING POST HA	6987/1	Concrete mix	08/11/2020	86.22	.00	
2144	RATHDRUM TRADING POST HA	7030/1	Foam sealant	08/17/2020	2.96	.00	
2144	RATHDRUM TRADING POST HA	7039/1	Mason line, nails	08/17/2020	13.48	.00	
2144	RATHDRUM TRADING POST HA	7047/1	Tape, extension pole	08/18/2020	52.87	.00	
2144	RATHDRUM TRADING POST HA	7099/1	Furring strip	08/24/2020	1.79	.00	
2144	RATHDRUM TRADING POST HA	7134/1	Lawn & leaf bags	08/27/2020	55.86	.00	
2144	RATHDRUM TRADING POST HA	7169/1	Cable tie, fence	09/02/2020	33.82	.00	
2328	SERIGHT'S ACE HARWARE 3	15309/3	Nails	08/19/2020	4.13	.00	
2328	SERIGHT'S ACE HARWARE 3	15369/3	Tape measures	08/26/2020	48.58	.00	
2328	SERIGHT'S ACE HARWARE 3	15421/3	Splice butt, tape,wire stripper	08/31/2020	28.41	.00	
Total 10-438-320:					380.54	.00	
10-438-330							
960	HICO COUNTRY STORE, INC.	112889	Aug fuel PR	08/18/2020	20.75	.00	
960	HICO COUNTRY STORE, INC.	112890	Aug fuel PR	08/19/2020	28.83	.00	
960	HICO COUNTRY STORE, INC.	112891	Aug fuel PR	08/20/2020	10.39	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
960	HICO COUNTRY STORE, INC.	112894	Aug fuel PR	08/21/2020	30.33	.00	
960	HICO COUNTRY STORE, INC.	112898	Aug fuel PR	08/26/2020	22.50	.00	
960	HICO COUNTRY STORE, INC.	112899	Aug fuel PR	08/26/2020	31.09	.00	
Total 10-438-330:					143.89	.00	
10-438-360							
730	FERGUSON ENT, LLC	8550495	Grid drain	08/28/2020	112.32	.00	
981	HORIZON	2S136582	Connector	08/31/2020	68.33	.00	
2144	RATHDRUM TRADING POST HA	7069/1	Bee spray	08/20/2020	27.99	.00	
2144	RATHDRUM TRADING POST HA	7097/1	Strainers	08/24/2020	6.46	.00	
Total 10-438-360:					215.10	.00	
10-438-520							
240	AVISTA UTILITIES	0030160000AU	Area Light & electric	08/19/2020	34.02	.00	
240	AVISTA UTILITIES	016820000AU	ELECTRIC	08/19/2020	35.26	.00	
240	AVISTA UTILITIES	2491230000AU	ELECTRIC	08/19/2020	13.33	.00	
240	AVISTA UTILITIES	3476550000AU	ELECTRIC	08/19/2020	13.31	.00	
240	AVISTA UTILITIES	3706340000AU	ELECTRIC	08/19/2020	14.48	.00	
240	AVISTA UTILITIES	3857440000AU	ELECTRIC	08/19/2020	27.64	.00	
240	AVISTA UTILITIES	4305510000AU	ELECTRIC	08/20/2020	16.18	.00	
240	AVISTA UTILITIES	4552300000AU	Area Light	08/19/2020	98.33	.00	
240	AVISTA UTILITIES	5030160000AU	Area Light	08/19/2020	32.06	.00	
240	AVISTA UTILITIES	5323310000AU	ELECTRIC	08/19/2020	13.41	.00	
240	AVISTA UTILITIES	9027800000AU	ELECTRIC	08/19/2020	43.69	.00	
1385	KOOTENAI ELECTRIC	1587962AUG2	Street lights	08/20/2020	94.07	.00	
2328	SERIGHT'S ACE HARWARE 3	15444/3	Conduit	09/01/2020	11.71	.00	
Total 10-438-520:					447.49	.00	
10-438-570							
2144	RATHDRUM TRADING POST HA	7100/1	Sod cutter rental	08/24/2020	32.00	.00	
2515	SUN RENTAL POST FALLS	382982-01	Concrete saw rental	08/25/2020	110.00	.00	
Total 10-438-570:					142.00	.00	
10-438-600							
945	HELENA CHEMICAL CO	169527409	Cofront	08/17/2020	290.91	.00	
Total 10-438-600:					290.91	.00	
10-438-760							
897	HOLMAN,JOSEPH J	2979	Site prep for pole barn	08/23/2020	5,000.00	.00	
Total 10-438-760:					5,000.00	.00	
10-438-770							
136	AMERICA ON SITE SERVICES	353239	Unit rent	08/24/2020	50.32	.00	
Total 10-438-770:					50.32	.00	
10-439-330							
960	HICO COUNTRY STORE, INC.	112896	Mower gas	08/25/2020	16.43	.00	
960	HICO COUNTRY STORE, INC.	112897	Mower gas	08/26/2020	20.00	.00	
Total 10-439-330:					36.43	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-439-520							
240	AVISTA UTILITIES	2180110000AU	ELECTRIC	08/19/2020	13.78	.00	
240	AVISTA UTILITIES	7852400000AU	ELECTRIC	08/19/2020	21.63	.00	
Total 10-439-520:					35.41	.00	
10-440-429							
251	BOCKELMAN, SUSAN JEAN	1189	Host for gardening workshop	08/29/2020	66.00	.00	
Total 10-440-429:					66.00	.00	
10-440-600							
1594	MILLER PAINT CO	32269394	Paint	08/24/2020	261.00	.00	
2945	WITTKOPF ENTERPRISES, INC.	M102556591	Drying agent,soil conditioner	08/19/2020	1,205.62	.00	
Total 10-440-600:					1,466.62	.00	
10-440-760							
786	FUNFLICKS	6984971	Screen,projection insert,speaker,	08/24/2020	4,634.48	.00	
Total 10-440-760:					4,634.48	.00	
10-440-865							
136	AMERICA ON SITE SERVICES	353238	Ev sani, sanitizer, sink	08/24/2020	975.00	.00	
Total 10-440-865:					975.00	.00	
40-400-200							
2512	STRATTON LAND SERVICES, IN	13053-31	Mill Street Staking	08/20/2020	1,300.00	.00	
Total 40-400-200:					1,300.00	.00	
60-434-310							
134	AMAZON CAPITAL SERVICES	11FC-D6TT-VY	10 pack flash drive	07/21/2020	34.75	.00	
134	AMAZON CAPITAL SERVICES	1MPV-Y4LQ-FJ	Outlets	07/13/2020	11.99	.00	
134	AMAZON CAPITAL SERVICES	1QK4-FJC7-K	Toner	07/21/2020	29.57	.00	
2518	SUPER ONE FOODS	03-2166497	Creamer	08/21/2020	2.32	.00	
Total 60-434-310:					78.63	.00	
60-434-470							
210	ASSOCIATION OF IDAHO CITIE	200007061	Virtual Conf Halligan & Morrell	08/24/2020	83.33	.00	
Total 60-434-470:					83.33	.00	
60-434-510							
75	TIME WARNER CABLE	002706408252	Internet fee	09/01/2020	75.00	.00	
2810	VERIZON WIRELESS, BELLEVU	9861530562	Cell phones -CH	08/25/2020	122.73	.00	
Total 60-434-510:					197.73	.00	
60-435-520							
240	AVISTA UTILITIES	0942300000AU	Water pumping	08/19/2020	548.64	.00	
240	AVISTA UTILITIES	1016020000AU	Water pumping	08/19/2020	9,082.45	.00	
240	AVISTA UTILITIES	3052400000AU	Sewer pumping	08/21/2020	13.27	.00	
240	AVISTA UTILITIES	3242300000AU	Water pumping	08/19/2020	24.86	.00	
240	AVISTA UTILITIES	3708160000AU	Water pumping	08/20/2020	4,322.87	.00	
240	AVISTA UTILITIES	4452300000AU	Water pumping	08/19/2020	2,456.44	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1385	KOOTENAI ELECTRIC	1835508AUGU	Water pumping	08/28/2020	12,506.93	.00	
1385	KOOTENAI ELECTRIC	1846146AUG2	Sewer pumping	08/20/2020	82.00	.00	
Total 60-435-520:					29,037.46	.00	
60-436-320							
103	ALSCO	LSPO2326960	Shop towels, medical supplies	08/17/2020	53.07	.00	
103	ALSCO	LSPO2329091	Shop towels, first aid supplies	08/24/2020	53.07	.00	
103	ALSCO	LSPO2331267	Shop towels & first aid supplie	08/31/2020	53.07	.00	
2144	RATHDRUM TRADING POST HA	7013/1	Spool crossfire	08/13/2020	11.69	.00	
2328	SERIGHT'S ACE HARWARE 3	15271/3	Claw bar	08/14/2020	17.98	.00	
2328	SERIGHT'S ACE HARWARE 3	15391/1	Cane bolt	08/27/2020	14.02	.00	
Total 60-436-320:					202.90	.00	
60-436-450							
50	ACCURATE TESTING LABS,LLC	112664	Coliform Presence/Absence	08/24/2020	100.00	.00	
50	ACCURATE TESTING LABS,LLC	112684	Nitrate	08/25/2020	25.00	.00	
Total 60-436-450:					125.00	.00	
60-436-520							
240	AVISTA UTILITIES	3179070000AU	ELECTRIC	08/19/2020	37.02	.00	
Total 60-436-520:					37.02	.00	
60-436-720							
2795	VANGUARD CLEANING SYSTE	97992	Cleaning service	09/01/2020	52.50	.00	
2795	VANGUARD CLEANING SYSTE	98562	Credit for 9/2	09/01/2020	4.45-	.00	
Total 60-436-720:					48.05	.00	
61-434-310							
134	AMAZON CAPITAL SERVICES	11FC-D6TT-VY	10 pack flash drive	07/21/2020	34.74	.00	
134	AMAZON CAPITAL SERVICES	1MPV-Y4LQ-FJ	Outlets	07/13/2020	11.99	.00	
134	AMAZON CAPITAL SERVICES	1QK4-FJC7-K	Toner	07/21/2020	29.56	.00	
2518	SUPER ONE FOODS	03-2166497	Creamer	08/21/2020	2.32	.00	
Total 61-434-310:					78.61	.00	
61-434-470							
210	ASSOCIATION OF IDAHO CITIE	200007061	Virtual Conf Halligan & Morrell	08/24/2020	83.33	.00	
Total 61-434-470:					83.33	.00	
61-434-510							
2810	VERIZON WIRELESS, BELLEVU	9861530562	Cell phones -CH	08/25/2020	122.73	.00	
Total 61-434-510:					122.73	.00	
61-435-520							
240	AVISTA UTILITIES	0974613342AU	Sewer pumping	08/21/2020	568.73	.00	
240	AVISTA UTILITIES	5523000000AU	Sewer pumping	08/19/2020	186.60	.00	
240	AVISTA UTILITIES	6785020000AU	Sewer pumping	08/19/2020	950.26	.00	
240	AVISTA UTILITIES	7807930000AU	Sewer pumping	08/19/2020	28.61	.00	
240	AVISTA UTILITIES	9652330892AU	Sewer pumping	08/19/2020	6.06	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 61-435-520:					1,740.26	.00	
61-436-320							
103	ALSCO	LSPO2326960	Ispe2326960	08/17/2020	53.08	.00	
103	ALSCO	LSPO2329091	Shop towels & first aid supplies	08/24/2020	53.08	.00	
103	ALSCO	LSPO2331267	Shop towels & first aid supplies	08/31/2020	53.08	.00	
2328	SERIGHT'S ACE HARWARE 3	15381/3	Blade set	08/26/2020	20.69	.00	
Total 61-436-320:					179.93	.00	
61-436-520							
240	AVISTA UTILITIES	3179070000AU	ELECTRIC	08/19/2020	37.02	.00	
Total 61-436-520:					37.02	.00	
61-436-720							
2795	VANGUARD CLEANING SYSTE	97992	Cleaning service	09/01/2020	52.50	.00	
2795	VANGUARD CLEANING SYSTE	98562	Credit for 9/2	09/01/2020	4.45-	.00	
Total 61-436-720:					48.05	.00	
61-436-730							
2070	R.C. WORST, INC.	299811	Pulled pump # 38	08/25/2020	453.05	.00	
Total 61-436-730:					453.05	.00	
61-436-735							
2003	PREMIER ELECTRIC MOTORS I	8448	Repairs on sewer lift station Pump	08/17/2020	3,150.00	.00	
Total 61-436-735:					3,150.00	.00	
62-400-200							
822	GENERAL PACIFIC, INC.	1380518	Strainer	08/17/2020	3,812.00	.00	
822	GENERAL PACIFIC, INC.	1381681	Meter Project	08/26/2020	5,100.00	.00	
891	H.D. FOWLER	15558247	Meter adapters	08/18/2020	347.52	.00	
Total 62-400-200:					9,259.52	.00	
Grand Totals:					95,789.63	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
--------	-------------	----------------	-------------	--------------	--------------------	-------------	-----------

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.



PUBLIC WORKS DEPARTMENT

8047 W Main Street
Rathdrum, ID 83858
Ph: 208-687-2700
Fax: 208-687-1377

www.rathdrum.org

Building Department
208-687-2700 ext. 122

Planning and Zoning
208-687-2700 ext. 117

15457 Hwy 41 was visited by the building inspector for fire, life safety, and accessibility issues .
The only issues found were accessibility.

Front entry will require an accessible ramp and landing.

Door width and threshold must meet standards.

Bathroom will have to meet all accessibility requirements, for example: entry and door swing requirements clear floor space requirements, and all other compliance requirements for fixtures. Additionally, the hallway outside of bathroom has to be wide enough to meet standards.

Daron Neet

Building Inspector and Plans Examiner
Public Works Inspector

City Of Rathdrum

8047 W. Main Street
Rathdrum, ID 83858

E: daron@rathdrum.org

P: 208.687.2700 Ext. 122



This email may be subject to public disclosure. Please use discretion when replying.
es.

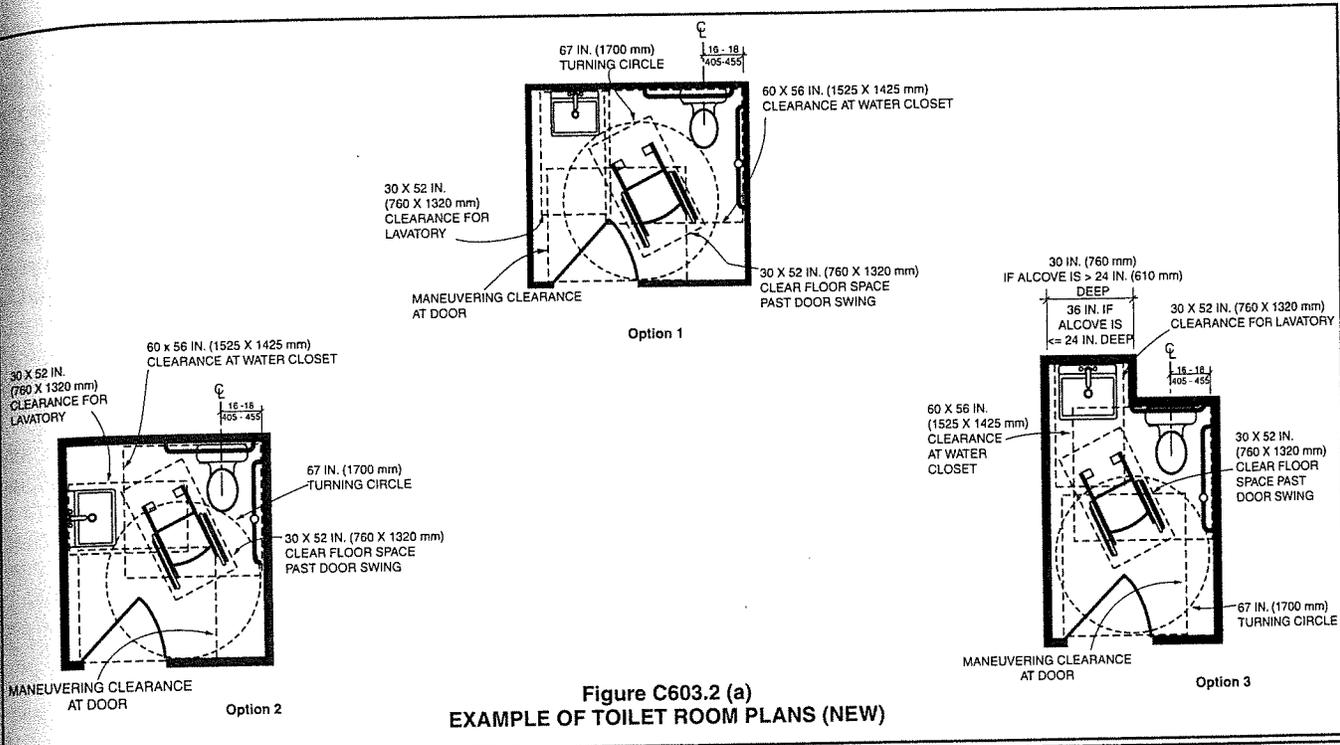


Figure C603.2 (a)
EXAMPLE OF TOILET ROOM PLANS (NEW)

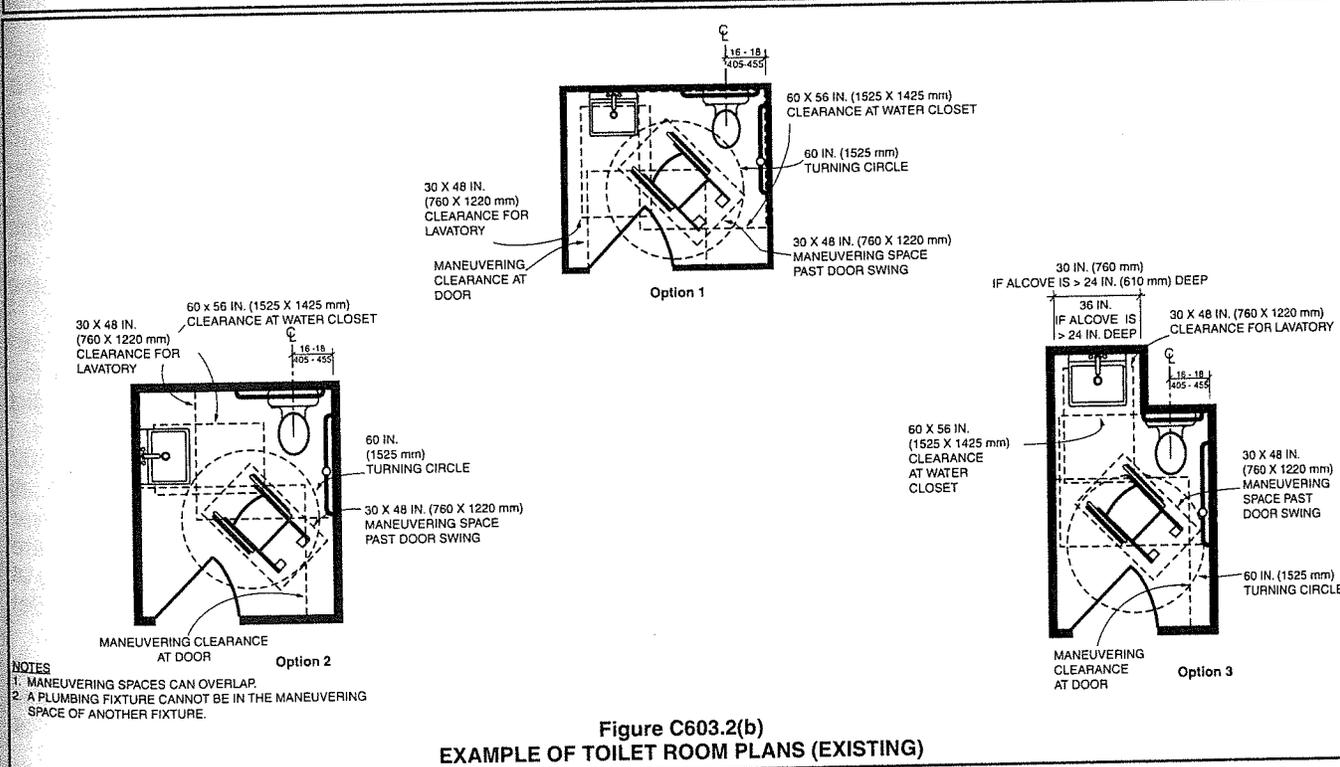


Figure C603.2 (b)
EXAMPLE OF TOILET ROOM PLANS (EXISTING)

- NOTES
1. MANEUVERING SPACES CAN OVERLAP.
 2. A PLUMBING FIXTURE CANNOT BE IN THE MANEUVERING SPACE OF ANOTHER FIXTURE.

603.2.1 Turning space. A turning space shall be provided within the room. The required turning space shall not be provided within a toilet compartment.

❖ A turning circle or T-turn space is required within the bathing room or toilet room. This assures that persons using the room can turn to address each fixture or operable part they may need to access. These turning spaces can use knee and toe clearances

under the lavatory or toe clearance at the water closet as indicated in Section 304.3. New construction has larger dimensions for the turning spaces and reduced allowances for knee and toe overlaps [see Commentary Figure C603.2(a), (b) and (c)].

In multi-stall bathrooms, the only turning space provided within the room should not be within the accessible stall. If someone enters the room and the

STRUCTURE / RESIDENCE



James Agidius

From: wake up call <sweetbutter777@hotmail.com>
Sent: Wednesday, September 2, 2020 4:20 PM
To: James Agidius
Subject: Re: parking plan draft

[External Email]

Looks like it works for the parking lot..

I'll come down tomorrow and sign off..

Thanks James..

Sent from my Verizon LG Smartphone

----- Original message-----

From: James Agidius
Date: Wed, Sep 2, 2020 3:33 PM
To: wake up call;
Cc:
Subject:parking plan draft

Hi Michelle,

I threw together "a" parking plan for you to review (I am not sure exactly where your front door is, so it might not be perfect for your situation). Something like this would work if it was reversed as well (with the parking spots on the west of the parking area rather than on the east), if that clears up the access to your house/salon.

As the parking stalls and ADA access lane are the same size, the position of these can be swapped as well.

Please let me know

James Agidius

Associate Planner
Code Enforcement Officer

City Of Rathdrum

8047 W. Main Street
Rathdrum, ID 83858

E: james@rathdrum.org W: www.rathdrum.org

P: [208.687.2700](tel:208.687.2700) Ext. 120 F: [208.687.1377](tel:208.687.1377)





City of Rathdrum City Council

Staff Report – Conditional Use Permit

To: Rathdrum City Council
From: City of Rathdrum Public Works Department / Planning and Zoning Division
Date of Report: August 19, 2020
Subject: Buck CUP 2020 – Request to allow home occupation use on residentially zoned property

PROJECT INFORMATION

Applicant / Owner: Michelle Buck, 15457 N Hwy 41, Rathdrum, ID 83858 (Applicant)
Karen Evans, 15457 N Hwy 41, Rathdrum, ID 83858 (Owner)

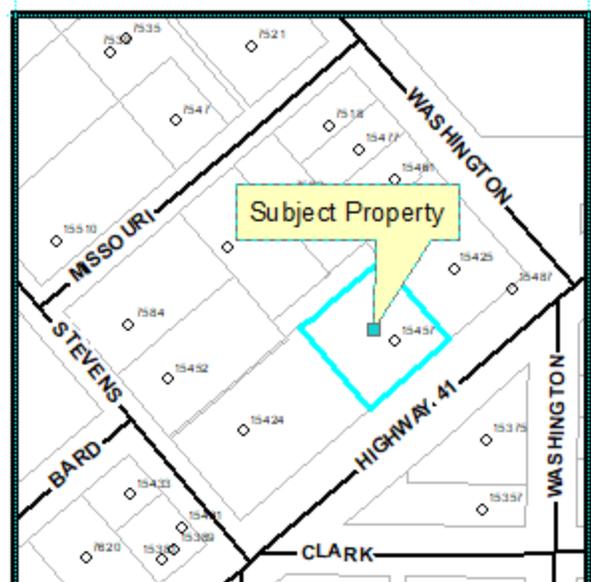
Request: This is an application for a Conditional Use Permit (CUP) to allow for a home occupation use to occur on residentially zoned property. The Applicant seeks to allow a home occupation/nail salon to be operated on the subject property, zoned R-2. The nail salon is to consist of one nail station, one pedicure station, assorted counter and storage space, with a total area of approximately 320 square feet within the ground floor of the existing single family home. The occupant of the home is to be the only employee and will service a single client at a time. Typical business hours are anticipated.

Pursuant to Rathdrum City Code (RCC), 11-4A-3 (D), R-2 Residential District, Conditional Uses, all principal and conditional uses permitted in R-1 districts may be allowed in the R-2 district by conditional use permit. Rathdrum City Code (RCC), 11-4A-2 (D) lists conditional uses in the R-1 Residential District as: Bed and Breakfast Inns, Churches, Guesthouses, Home occupations, Nursery/Daycare for children, Schools, and “Other uses determined by the commission to be in keeping with the purpose and intent of this district.” A conditional use permit may be granted to an applicant if the proposed use is prohibited by the terms of RCC Title 11 but is allowed with conditions under specific provisions of RCC Title 11 and is not in conflict with the Comprehensive Plan. The minimum criteria and conditions of the RCC shall apply to the approval of any conditional use permit.

Site Information / Location of Project: The property is addressed 15471 N Highway 41 and is located generally north of Highway 41, east of N Stevens Street, and west of N Washington Street.

The Kootenai County Assessors Tax Parcel Number is R-0000-031-4400.

The legal description is delineated by metes and bounds, as a portion of Block 5, East End Addition to Rathdrum, a portion of the NW ¼ of Section 31, T52N, R4W, B.M.,



and portions of Lots 6, 7, 8, and 9, Block 2, Handy's Addition to Rathdrum, as described in Auditor's File Number 2480257000, records of Kootenai County, ID.



Adjacent Land Uses:

The surrounding properties are as follows:

- North: Single family homes (Residential: R-2)
- West: Vacant lot (Residential: R-2)
- East: Single family home (Residential: R-2)
- South: N Highway 41 and vacant lot beyond (Residential: R-2)

PROJECT REVIEW

This staff report reflects an overview of the proposed conditional use based on the submitted application materials and other information available at the time of this report. The project is subject to modification prior to final action of the Rathdrum City Council.

Rathdrum City Code (RCC): Several titles of City Code provide regulations for the proposal. Those portions of the RCC that pertain to the proposal are described in **Table 1** below. Included for each requirement is an analysis of the proposal's consistency with that requirement.

Table 1 – Rathdrum City Code Consistency

Code	Consistent	Discussion
11-4A-2 (D) R-2 Residential Zone District, Conditional Uses. All principal uses permitted outright in the R-1	CUP REQUESTED	The Applicant intends to establish a home occupation on the property located in the Residential R-2 zone district. A conditional

Code	Consistent	Discussion
districts are permitted outright in the R-2 Districts, and conditional uses permitted in the R-1 residential districts are allowed by conditional use.		use permit is necessary to establish a home occupation on the residentially zoned property.
<p>11-8-1 Conditional (Special) Use Permits, Granting of Permits.</p> <p>A conditional use permit may be granted to an applicant if the proposed use is prohibited by the terms of this title, but is allowed with conditions under specific provisions of this title and is not in conflict with the comprehensive plan.</p>	CUP REQUESTED	Home occupations are enumerated within RCC 11-4A-2 (D) as conditional uses allowed within the R-1 Zoning District, RCC 11-4A-2-1(D) enumerates that conditional uses allowed in the R-2 district are “the same as permitted in the R-1 district. Home Occupation is identified as an allowed conditional use. A home occupation is an occupation or business activity that is conducted within a dwelling unit or residential accessory building by a resident thereof, which is clearly incidental and subordinate to the residential occupancy and which does not change the character or use classification of the residential structure or area and which meets all of the conditions as required by this title.
<p>11-8-2 Conditional (Special) Use Permits, Public Notice Procedures.</p> <p>...</p>	Yes	See Regulatory Compliance section below.
<p>11-8-3: Conditional (Special) Use Permits, Criteria for Granting Conditional Use Permits.</p> <p>The commission shall review the particular facts and circumstances of each proposed conditional use permit in terms of the following standards and shall find adequate evidence showing that such use at the proposed location:</p> <p>A. Will constitute a conditional use as established in this title for the zoning district involved;</p> <p>B. Will be harmonious with and in accordance with the general objectives or with any specific objectives of the comprehensive plan and/or this title;</p> <p>C. Will be served adequately by essential public facilities and services;</p> <p>D. Will be designed, constructed, operated and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential</p>	Yes, as conditioned	<p>The Conditional Use Permit application is subject to commission review.</p> <p>A. Home Occupations constitute a conditional use as discussed with 11-4A-2-1 (D) above.</p> <p>B. The proposal appears harmonious with and in accordance with the comprehensive plan as discussed in Table 2 below.</p> <p>C. Public utility infrastructure, including separate lateral water and sewer connection to the property is existing.</p> <p>D. The proposal is for a home occupation to be accessory to the existing residential use. RCC 11-5-2 (J) requires that the home occupation be clearly subordinate visually and spatially to the primary residential use, with no changes in the outside appearance of the premises and no visible evidence of the home occupation activity.</p> <p>E. The proposal will require typical services and facilities for a small nail</p>

Code	Consistent	Discussion
<p>character of the same area;</p> <p>E. Will not create excessive additional requirements as to public cost for public facilities and services and will not be detrimental to the economic welfare of the community;</p> <p>F. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors;</p> <p>G. Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic and surrounding public thoroughfares;</p> <p>H. Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.</p>		<p>salon, not substantially greater than would be typical for a residential use and does not appear to create additional requirements or costs for public facilities or services, and does not appear detrimental to the economic welfare of the community.</p> <p>F. The proposal does not appear to be detrimental to any person, property or the general welfare of the community because of proposed uses, activities, processes etc. The proposal is for use of a portion of a residential property as a nail salon. Staff has suggested conditions of approval to address general standards and conditions for the properties.</p> <p>G. A vehicular approach to the property is existing. Staff has suggested conditions of approval to address this section, including mitigation of potential traffic impacts on Highway 41.</p> <p>H. No features of importance have been identified on the property or immediate vicinity.</p>
<p>11-8-4: Conditional (Special) Use Permits, Action by Commission and Council.</p> <p>A. Commission:</p> <p>1. Findings And Recommendation: Within sixty (60) days following the public hearing, the commission shall present to city council its findings and recommendation to either approve, conditionally approve or deny the request for a conditional use permit.</p> <p>2. Conditions Of Approval: Upon the granting of a conditional use permit, conditions may be attached to the permit including, but not limited to, the following conditions:</p> <p>a. Minimizing adverse impact on other development;</p> <p>b. Controlling the sequence and timing of development;</p> <p>c. Controlling duration of development;</p> <p>d. Assuring that development is properly maintained;</p> <p>e. Designating the exact location and nature of development;</p> <p>f. Requiring the provision for on-site or</p>	<p>Yes, as conditioned</p>	<p>A.</p> <p>1. Staff has suggested a motion including provision of the recommendation to the City Council.</p> <p>2. Staff has suggested conditions to attach to the permit to minimize impacts, control timing of the development and designate the nature of the development.</p> <p>3. Staff has not identified additional studies or information needed for the proposed use.</p>

Code	Consistent	Discussion
<p>off-site public facilities or services;</p> <p>g. Requiring more restrictive standards than those generally required.</p> <p>3. Studies Required: Prior to granting a conditional use permit, studies may be required of the social, economic, fiscal, and environmental effects of the proposed use. A conditional use permit shall not be considered as establishing a binding precedent to grant other permits. A conditional use permit is not transferable from one parcel of land to another.</p>		
<p>11-8-5: Conditional (Special) Use Permits, Time Limit.</p> <p>Upon granting of a conditional use permit, the proposed use must be substantially initiated within one year. Failure to comply with this regulation will result in the conditional use permit becoming null and void.</p>	Yes, as conditioned	Staff has suggested conditions of approval to address this requirement.

Consistency Analysis Comprehensive Plan: The relevant goals and policies established within the Rathdrum Comprehensive Plan that pertain to the proposal are listed in **Table 2** below. Also included is an analysis of whether the proposed project is generally consistent with the requirements of those goals and policies.

Table 2 – Comprehensive Plan Consistency

Goal/Policy	Consistent	Discussion
Land Use Element		
<i>II B. Land Use, Goal 1, Policy F: Consider special use permits only where proposed land uses can be demonstrated to be consistent with goals of the Comprehensive Plan.</i>	Yes, with conditions of approval	Consistency with the goals of the Comprehensive Plan can be demonstrated as discussed herein. Staff has suggested conditions of approval necessary to ensure compliance.
Sewer and Water Element		
<i>II E.-2 Water and Sewer, Goal 1, Policy B: Promote development in areas with municipal sewer and water systems in place.</i>	Yes	Municipal water and sewer utilities are available to the property. It does not appear that improvements to the infrastructure to support the proposed use(s) are necessary.
Housing Element		
<i>II G. Housing, Goal 4, Policy A: Encourage mixed use design in residential and commercial development.</i>	Yes	Allowing commercial development on the residential property creates a mixed use and will help provide more variety in local commercial options.

Goal/Policy	Consistent	Discussion
Economic Development Element		
<i>II J. Economic Development, Goal 1, (Policy C): Promote the expansion, retention and diversity of the existing economic base, focusing on development efforts on, clean, non-polluting industry; (Policy G): Encourage economic development and business recruitment that utilizes existing facilities and establishes a long term presence without negative impact of increased population and traffic.</i>	Yes	The proposed use would expand the commercial/economic base of the neighborhood, utilizing existing structures; the proposed use is clean and non polluting in nature.
<i>II J. Economic Development, Goal 2, Policy C: Encourage home based business where appropriate.</i>	Yes	The proposed use is a home occupation, in keeping with the provisions of the Comprehensive Plan.

REGULATORY COMPLIANCE

Public Noticing: RCC 11-8-2 lays out the process which is followed for a Conditional Use Permit application which requires an open record public hearing before the Planning and Zoning Commission as directed by Idaho Statute 67-6512. Not more than sixty (60) days following the filing of an application and prior to granting a conditional use permit, at least one public hearing at which interested persons shall have an opportunity to be heard shall be held by the planning and zoning commission.

The application was received on June 15, 2020. A Public Hearing before the Planning and Zoning Commission was held on August 18, 2020 in compliance with this section.

At least fifteen (15) days prior to the hearing, notice of the time, place and a summary of the proposal shall be published in the official newspaper of the city.

Notice of the hearing, including time, place and summary of the proposal was posted in the Coeur d’Alene Record on or before August 3, 2020 in compliance with this section.

Notice by regular mail shall be provided at least ten (10) days prior to the hearing to record property owners of land situated within three hundred feet (300’) of the external boundaries of the land being considered, and any additional area that may be substantially impacted by the proposed conditional use permit as determined by the administrator.

Notice by regular mail to all property owners of land situated within three hundred feet of the external boundaries of the proposal was provided on or before August 3, 2020 in compliance with this section.

Notice shall further be posted on the concerned property at least seven (7) days prior to the public hearing.

A Public Notice was posted on the property on or before August 3, 2020 in compliance with this section.

Notice was also posted as a courtesy on the City’s web site and notice board outside of City Hall on July 30, 2020.

When notice is required for two hundred (200) or more property owners, in lieu of the mail notification, three (3) notices in the official newspaper of the city is sufficient; provided that, the third notice appears at least ten (10) days prior to the public hearing.

Not Applicable.

The application has been processed in conformance with this Code.

Furthermore, prior to the date of the public hearing, the City issued a written staff report, integrating any public

comments received regarding the application, and made available to the public a copy of the staff report for review and inspection. A copy of the staff report was provided to the Applicant or the Applicant's designated representative and the Commission prior to the hearing.

Comments Received: The issuance of the Notification of Public Hearing included an invitation for the public to provide written comment for a period of seven (7) days in addition to the ability of the public to provide comment during the hearing for this proposal. Agencies with jurisdiction were also provided an opportunity to provide comment during review of this application. One written comment regarding this proposal was received by the City and is attached hereto within Exhibit C.

Comment Consideration: Comments provided during the hearing were considered in the project analysis by the Planning and Zoning Commission, as applicable.

RECOMMENDATION

The City of Rathdrum Planning and Zoning Commission recommends APPROVAL of this Conditional Use Permit subject to the suggested findings of fact, conclusions of law and conditions of approval as attached within Exhibit B.

Staff Contact:

For more information regarding this application, the complete project file, including application materials and project history, is available for review at Rathdrum City Hall at 8047 W. Main Street, Rathdrum, Idaho, or by contacting Planning staff:

James Agidius, Associate Planner
City of Rathdrum Public Works Department
8047 W. Main Street, Rathdrum, Idaho 83858
Phone: 208-687-2700 x 120
Email: james@rathdrum.org

Attached Exhibits:

Exhibit A –CUP Application

Exhibit B – Suggested Findings of Fact / Conclusions of Law and Conditions of Approval

Exhibit C – Comments Received

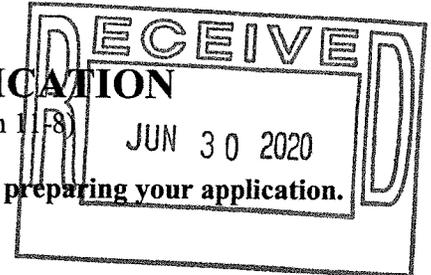
City of Rathdrum
Planning & Zoning
8047 W. Main Street
Rathdrum, ID 83858

208 687-2700 ext. 124



CONDITIONAL USE PERMIT APPLICATION

(Conditional Use Permits Addressed in Code Section 1-8)



Make an appointment with the City Planner and Building Official prior to preparing your application.

Applicant's Name: Michelle Pauline Buck
 Address: 15457 W. Hwy 41 City: Rathdrum State: ID Zip: 83858
 Legal Owner-Name: Karen Evans Phone: 208-755 8763
 Legal Owner-Address: 15457 W Hwy 41 Rathdrum ID
 Contact Person-Name: Michelle Buck Phone: 208-691-2433
 Contact Person-Address: 15457 W Hwy 41 Rathdrum
 Street Address of Property: 15457 N Hwy 41 Rathdrum ID 83858
 Legal Description: Lot # _____ Block # _____ Parcel # _____
 Subdivision: _____ Current Zoning District: _____

Attach the following information:

1. Written description of both the existing and proposed use of property.
2. Written description of the steps you intend to take to minimize the impacts on surrounding properties from the proposed land use.
3. Site plan showing the following information for both the existing and proposed land uses:
 - Location of all buildings
 - Traffic access and circulation
 - Signage
 - Parking and loading areas
 - Open spaces and landscaping
 - Service areas

NOTE: Site plans need to be prepared by a design professional unless the Planning and Zoning Administrator finds otherwise.

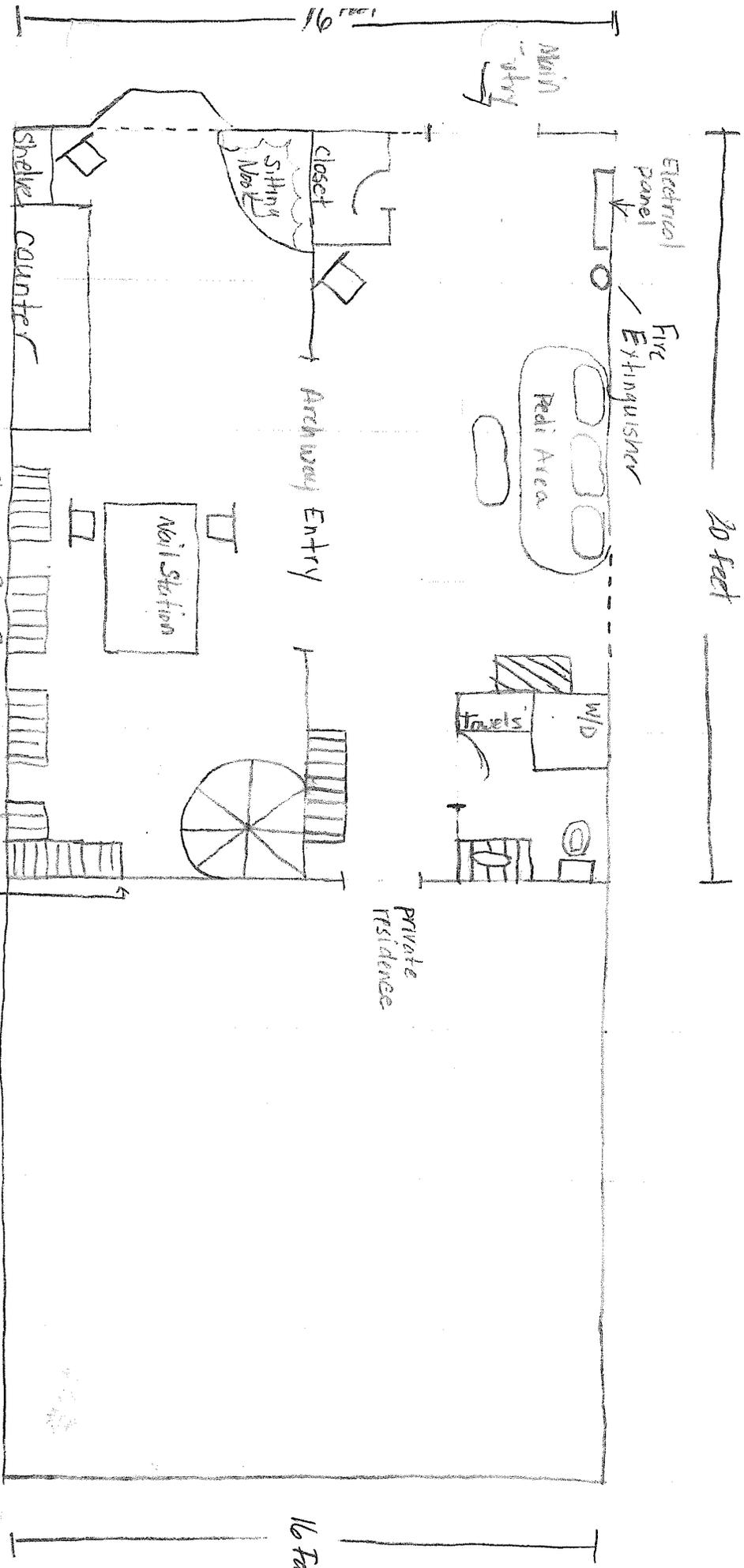
4. Listing and three (3) sets of mailing labels of property owners within a 300 foot radius of the property as prepared by a licensed Kootenai County title company and issued within the past 60 days. Include your own address and others whom you wish to receive hearing notices.
5. Processing fee made payable to the City of Rathdrum: ~~\$591.00~~ (Fee covers all city review processes, including cost of publication and mailing of the legal notice)

[Signature]
Applicant's Signature

6/15/20
Date

Need owner's signature





W/D = Washer & Dryer

☐ chairs

☐ coffee bar



☐ Staircase to private residence

☐ = Storage for Salon

☐ Water Area

☐ = Per Square Foot

----- = Windows

16 feet

① Used as a home. I want to use the downstairs designated area to do rails.

② I am a One on One salon. So there will never be more than one car in my driveway. my driveway currently holds 2 cars and can hold up to 6 cars without impacting anyone.

CITY OF RATHDRUM

Suggested Findings of Fact / Conclusions of Law and Conditions of Approval for Buck CUP

FINDINGS OF FACT / CONCLUSIONS OF LAW

1. The applicant / project proponent is Michelle Buck, 15457 N Highway 41, Rathdrum, ID 83858 for owner Karen Evans, 15457 N Hwy 41, Rathdrum, ID 83858 who has provided her consent to the proposal and application
2. The Applicant seeks approval of a Conditional Use Permit (CUP) to allow for limited commercial use (single station nail salon) of residentially zoned and used property pursuant to Rathdrum City Code (RCC) 11-4A-3 (D) (R-2 Residential District, Conditional Uses), and 11-8 (Conditional Uses). A Conditional Use Permit subject to review and recommendation of the Planning and Zoning Commission, and approval of the City Council is necessary to allow for the proposed use.
3. The subject site is located at 15457 N Highway 41, Rathdrum Idaho, within the R-2 Residential (medium density) zone district. The Kootenai County Assessors Tax Parcel Number is R-0000-031-4400.
4. In the R-2 Residential district all principal and conditional uses permitted in the R-1 Residential district may be allowed by Conditional Use Permit. Conditions of approval may be attached to the permit to minimize impacts, control timing of the development, designate the nature of the development, provide for on and off-site improvements, require studies and/or plans and other provisions as required by the Rathdrum Comprehensive Plan and Rathdrum City Code.
5. Several Goals and Policies of the City's Comprehensive Plan and standards within Rathdrum City Code pertain to the proposal. The Staff Report includes a comprehensive analysis of the proposal's consistency with the Plan and Code. With the provision of Conditions of Approval, the proposal can implement goals and policies of the City's Comprehensive Plan and be consistent with City Code.
6. The surrounding properties include residential uses or vacant land within the R-2 zone district. The proposed use is not anticipated to substantially impact surrounding land use activities and will not cause significant adverse impacts on the human, aesthetic, or natural environments that cannot be mitigated by Conditions of Approval.
7. The entire file of record was reviewed by City staff in review of the proposal and development of the Staff Report dated July 28, 2020 and considered by the Planning and Zoning Commission during a public hearing on August 18, 2020.
8. The application has been processed in compliance with the regulations of RCC 11-8-2 and Idaho Statute 67-6512.

CONDITIONS OF APPROVAL

1. The business shall be limited to a single employee who is the occupant of the home, as indicated by the CUP Application for this proposal.
2. On-site parking shall be revised, allowing for two off-street parking stalls for the single family residence as required by RCC 11-5-2 C (5), and a single stall for the commercial use which shall be an ADA compliant parking stall, as required by RCC Title 9 and Federal and State law, together with marked access lane and ADA signage, providing for vehicle turn around on site, and without backing into the right of way of Highway 41.

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-
3. The Property Owner/Operator shall remove the existing carport from the front yard setback to allow for required vehicular turn around and correct an existing zoning violation (structure located within required front yard / setback).

Public Comment Buck CUP

From: wheresstar <wheresstar@yahoo.com>

Sent: Monday, August 10, 2020 12:12 PM

To: Cary Siess <cary@rathdrum.org>

Subject: Planning and zoning Use Permit

I am in favor of the Use Permit at residence 15471 N Highway 41, Rathdrum, ID for Home Occupation of a single nail station.

Greg Hart
GS Hartlands LLC
15357 N Washington St
Rathdrum, ID 83858

ORDINANCE NO. [Category]

AN ORDINANCE OF THE CITY OF RATHDRUM, KOOTENAI COUNTY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING TITLE 2, CHAPTER 2, SECTION 9 SUBSECTION C. OF RATHDRUM CITY CODE, PROVIDING FOR BURIAL VAULTS; PROVIDING FOR INTERMENT OF CREMAINS; PROVIDING THAT REMAINING SECTIONS OF RATHDRUM CITY CODE SHALL REMAIN IN EFFECT; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

WHEREAS the Mayor and City Council find that amendment of City Code 2-2-9 C. is in the best interest of the citizens of the City; and;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF RATHDRUM AS FOLLOWS:

SECTION 1: AMENDMENT TO CEMETARIES 2-2-9 C. INTERMENT PROVISIONS OF CITY CODE

A. Constitutional and Statutory Authority

Article XII, Section 2 of the Idaho Constitution states that "Any county or incorporated city or town may make and enforce, within its limits, all such local police, sanitary and other regulations as are not in conflict with its charter or with the general laws". Idaho Code § 50-210 states that the mayor and council of a city "shall have authority to appoint such boards, commissions and committees as may be deemed necessary or expedient to assist the mayor and council in better carrying out the responsibilities of their offices." Also, Idaho Code § 50-302 states that "Cities shall make all such ordinances, bylaws, rules, regulations and resolutions not inconsistent with the laws of the state of Idaho as may be expedient, in addition to the special powers in this act granted, to maintain the peace, good government and welfare of the corporation and its trade, commerce and industry." Finally, Idaho Code § 50-320 grants cities certain powers with respect to cemeteries.

B. Findings of Fact and Conclusions of Law

The current language of the following Code Sections fails to adequately address certain containment of human remains. This amendment is meant to prescribe the appropriate containment for individual remains. Therefore, as a prudent exercise of the City's good governance and welfare

of the City and in the interests of its trade, commerce, and industry, the following amendment to Code Section are warranted at this time.

C. Amendments

For the reasons set forth above, the following amendment to City Code Section **2-2-9 C.** is hereby adopted:

C. Interment Provisions:

1. **Certificate Required:** No interment will be permitted, nor shall anybody be received for burial, unless a proper certificate is furnished to the City Clerk setting forth the name of the deceased, the residence of the deceased at the time of his or her death, the name of his or her nearest relative and the time, place and cause of death.

2. **Interment Process:** A form shall be filled out at City Hall by the next of kin or person in care of the deceased that begins the interment process. The death certificate as mentioned above shall be attached to the form. To conduct the interment the appropriate fees such as an opening and closing fee and temporary marker fee, as established by resolution shall be paid.

3. **Notification Of The Parks And Recreation Director Or Designee Required:** At least twenty four (24) hours' notice must be given to the Parks and Recreation Director or designee before an interment. Such notice shall give the size of the case proposed to be used and the location of the grave.

4. Interments Per Grave Or Niche Limited:

a. **Old section:** Only one (1) casket interment shall be in one (1) grave, except that a parent and infant, or two (2) children may be placed in one (1) casket, or one (1) interment and six (6) cremains in the lot or eight (8) cremains only in the lot.

b. **New section (north of Division Street):** Only one (1) interment shall be made in the grave, except that a parent and infant, or two (2) children, may be placed in one (1) casket, or one (1) interment, and one (1) cremains in the lot or two (2) cremains only in the lot.

c. Only one (1) cremains will be allowed in each niche space.

d. All cremains are to be placed in a nonperishable container prior to interment in either a grave or a niche space.

5. All full burials conducted in the Pinegrove Cemetery shall require the remains be placed in a casket as well as a burial vault. A burial vault is a lined and sealed outer receptacle that houses the casket. It protects the casket from the weight of the earth and heavy maintenance equipment that may pass over the grave. It also helps resist water infiltration and preserves the beauty of the cemetery or memorial park by preventing the ground from settling.

6. All cremains must be interred in a fully enclosed, rigid, and leak resistant container.

SECTION 2: That all remaining sections of Rathdrum City Code shall remain in full force and effect.

SECTION 3: That this Ordinance shall be in full force and effect upon its passage, approval, and publication according to law.

PASSED by the City Council and approved by the Mayor this _____ day of _____, 2020.

MAYOR

ATTEST:

(seal)

CITY CLERK

**SUMMARY OF ORDINANCE NO. [Category]
OF THE CITY OF RATHDRUM**

AN ORDINANCE OF THE CITY OF RATHDRUM, KOOTENAI COUNTY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING TITLE 2, CHAPTER 2, SECTION 9 SUBSECTION C. OF RATHDRUM CITY CODE, PROVIDING FOR BURIAL VAULTS; PROVIDING FOR INTERMENT OF CREMAINS; PROVIDING THAT REMAINING SECTIONS OF RATHDRUM CITY CODE SHALL REMAIN IN EFFECT; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

Section 1 provides for amendment of City code sections. Section 2 provides that all remaining sections of City code shall remain in full force and effect. Section 3 provides for an effective date.

The forgoing is a summary of Ordinance No. [Category]. This Ordinance was passed on the ____ day of September, 2020. The full ordinance is on file with the Rathdrum City Clerk and will be promptly provided to any citizens on personal request. Dated this ____ day of September, 2020.

/s/
Sherri L. Halligan, City Clerk

I hereby certify that the foregoing is a true and complete summary of Ordinance No. [Category] and provides adequate notice of the contents of this Ordinance to the public.

Dated this ____ day of September, 2020.

Field K. Herrington, City Attorney

DECLARATION OF LEGALITY OF LOT

Based on the following:

1. Affidavit of Glenn Miller dated August 5, 2020 confirming that Rathdrum City staff in 1995 determined the reconfiguration of Lots 11 and 12 Block 21 Browne Park Addition to Rathdrum (less the south 3 feet of Lot 11, dedicated by Quit Claim Deed 1931921 in 1991 to Lot 10 , Block 21 Brown Pak Addition) to two lots running north and south (originally platted running east and west) was appropriate and lawful;
2. Building Permit #00-137 issued by the City of Rathdrum December 18, 2000 for the structure located on the west lot of the two reconfigured lots; and
3. Zone change from Residential to Commercial (C-1) approved by the Rathdrum City Council November 9, 2004 for the following real property, which was the west lot of the two reconfigured lots:

The West 52 feet of Lots 11 and 12, Block 21, BROWNE PARK ADDITION TO RATHDRUM, according to the plat recorded in the office of the County Recorder in Book B of Plats at Page 1, records of Kootenai County, Idaho.

THE RATHDRUM CITY COUNCIL HEREBY DECLARES that the above described parcel as well as the remainder parcel, are both legal, valid, and buildable lots now, as well as at the time the reconfiguration was accomplished, and that the property owner, in consultation with City of Rathdrum staff, took all steps deemed necessary by staff at the time the action was taken to accomplish the reconfiguration and to accomplish the zone change related to the above described reconfigured lot.

This Declaration was approved by the Rathdrum City Council on September 9, 2020 for the Mayor's signature and for it to be recorded.

Dated this _____ day of September, 2020.

Vic Holmes, Mayor
City of Rathdrum

ATTEST:

Sheri Halligan, City Clerk

8. Special Pay Rates

- a. Call Out time for non-exempt employees occurs when the employee has left his/her place of duty and is called back to duty. Call out is paid at a minimum rate of 2 hours per occurrence. Call out time continuous to regular working hours is considered regular time.
- b. Standby Pay and Status. When it is necessary for a non-exempt employee to carry a pager/cell phone and be available for emergency call out during a specified period of time at other than scheduled hours of work, the employee shall be in standby status. The employee needs to be where they can be contacted and respond to be at their work station in 20 minutes. They need to be in a physical condition such that they can lawfully drive and work. During this period of time, the employee shall be paid standby pay. The standby pay schedule is subject to change.
- c. Shift Pay. ~~Employees working a shift that includes at least 4 hours after midnight shall be eligible for a night shift differential.~~ The amount of the differential is established by City Council and subject to change.
 - i. Patrol Swing Shift – A start time of 14:00 – 19:59 (2 pm-7:59 pm)
 - ~~e~~-ii. Patrol Graveyard Shift - A start time of 20:00 – 0:00 (8 pm – Midnight)
- d. Detective, FTO and SWAT Pay. Employees assigned to these positions receive the pay rate established by the City Council, and subject to change, for these assignments and may be returned to their normal rates of pay upon completion of the assignment.
- ~~d~~-e. K-9 Pay. Employees with Police K-9 responsibilities shall receive .5 hours (30 minutes) per day or a maximum of 3.5 hours per week to care for their K-9s. These hours will not count towards hours worked or overtime. If K-9 hours and hours worked exceed 80 hours in the two week pay period then those hours can be allocated to straight comp time or paid at the current hourly rate.

9. Payroll Procedures and Paydays

Employees are paid every two weeks throughout the year. Paychecks are issued by the office of the City Treasurer on every other Friday. Paychecks compensate employees for work performed in the pay period preceding the week in which the check is issued. Paychecks are to be distributed at the workplace prior to 5:00 p.m. on payday. Direct deposit is available and encouraged.

It is the obligation of each employee to monitor the accuracy of each paycheck received. Information shown on the employee's paycheck stub is provided for information only. Actual practices respecting the issuance of paychecks and allocation of employee benefits must be consistent with official policy of the city. In the event of disagreement between the computer-generated paycheck stub and official policy the policy shall prevail.

10. Compensation while Serving on Jury Duty or as a Witness in a Court Proceeding

c. Temporary Acting Pay (TAP)

- i. TAP is to compensate the appointee for the increase in responsibilities resulting from the appointment.
- ii. Any city employee temporarily (provisionally) appointed to a vacant higher-graded supervisory/managerial or line employee which will be in duration of at least ten consecutive working days will have available to the acting employee equal to a 10% increase.
- iii. Each circumstance must be reviewed and approved by the Director and Mayor and/or City Administrator.

C. EMPLOYEE BENEFITS

The City of Rathdrum offers a number of employee benefits for full-time employees. These benefit offerings are subject to change or termination in the sole discretion of the City Council. Each is subject to the specific terms of its respective insurance policy and/or official resolution of the City Council. FLSA exempt employees must take PTO in no less than half day increments.

1. Conversion from Vacation and Sick Leave to Personal Time Off

Accrued vacation and sick leave hours will convert 100% to Personal Time Off (PTO) as of February 1, 2017.

2. Personal Time Off (PTO)

PTO is available to full-time employees who have completed the equivalent of 6 months of full-time employment. PTO accrues from the start of employment in the following manner:

Length of Service	PTO hours Accrual
First thru Third year	4.92 hours/pay period
Fourth thru Fifth year	6.46 hours/pay period
Sixth thru Tenth year	7.38 hours/pay period
Eleventh year on	8.61 hours/pay period

PTO can only accrue to a maximum of 912 hours. On August 31, 2017 any excess over the maximum amount allowed will be cashed out during the month of September 2017. Any excess over the maximum amount on September 30 of each year following 2017 may be donated to the City's sick bank, at the conclusion of the city fiscal year.

PTO can be requested to be taken in hourly or daily increments as deemed necessary and desirable by the employee with the agreement of the supervisor of Department Head. PTO does not count as hours worked when computing overtime pay. If there are insufficient PTO hours available the employee may be considered for leave without pay. Requests should be in writing using a city-provided form. A Leave Request Form may be obtained from the City Clerk.

Efforts will be made to accommodate the preference of the employee in PTO scheduling, but first priority will be the orderly functioning of affected departments.

To permit continued smooth operation of the City and allow other employees the opportunity for PTO, employees may take no more than 2 weeks (14 consecutive days) off on PTO in any eight week period. Any requests for a longer period of time must be approved by the City Administrator as an emergency or extraordinary circumstance.

PTO of forty (40) consecutive work hours should be scheduled with the department head per department policy, but in the absence of any departmental policy request shall be made at least one month in advance. PTO of less than forty (40) consecutive work hours can be requested more than 24 hours in advance. Unscheduled PTO (PTO requested less than 24 hours in advanced) will be required to state why the PTO is ~~requeste~~~~sted~~~~requested~~. The department head or supervisor may choose to approve or deny all requests based on sufficient coverage to perform necessary duties for the public.

Evidence in the form of physician's certificate must be submitted upon returning to work when there is an absence of five (5) or more unscheduled consecutive days, and/or whenever there is reason to believe that unscheduled leave privileges are being abused. A supervisor may require the submission of a physician's certificate following an absence of three (3) or more unscheduled days if, in his/her judgement, the circumstances of the absence warrant it. Upon expenditure of all paid leave accruals, the Mayor or City Administrator may, upon Department head recommendation authorize a leave without-pay status not to exceed one (1) year.

Department heads will accrue PTO at the maximum amount after the 6 month evaluation/probation period.

Employees with up to 240 hours of unused PTO accrual at separation will be paid for that accrual at the rate of pay at time of separation. Employees who terminate in the first year of employment shall not be eligible for payment of unused PTO. Payment of up to 240 hours of unused PTO for deceased employees shall be in accordance with the beneficiary designation the employee filed for PERSI. (See section VI. F.)

PTO can not be used on the same day or in combination with Holiday Pay.

3. Holidays

Eleven official holidays are provided for regular full-time and part-time regular employees. Holiday hours do not count as hours worked when computing overtime pay. Employees who have active status on the date of any holiday shall

receive their usual compensation for that day even though they do not work. Holidays which fall on Saturdays shall be observed on the preceding Friday, those which fall on Sunday shall be observed on the succeeding Monday, with the exception of emergency response personnel who are required to work on a holiday regardless if the holiday falls on a Saturday or Sunday. The holiday schedule may be changed at any time by the City Council.

Exempt employees who work on holidays shall be scheduled to receive a substitute holiday with pay within sixty days of the date of the holiday they worked. Nonexempt employees who start their shift on a City recognized holiday (between 12:01 a.m. and 12:00 midnight) shall be paid at time and one half their straight time rate of pay for hours actually worked on ~~the holiday~~that shift, plus the regular holiday pay for the day. Unscheduled emergency work on holidays shall be compensated at a rate of one and a half times the employee's regular rate of pay even though the work does not constitute overtime (two times the regular rate if the work does constitute overtime).

Recognized Holidays:

- | | |
|-------------------------|------------------------|
| New Year's Day | Columbus Day |
| Martin Luther King, Jr. | Veteran's Day |
| Presidents' Day | Thanksgiving Day |
| Memorial Day | Day after Thanksgiving |
| Independence Day | Christmas Day |
| Labor Day | |

4. Impairment Leave

The City of Rathdrum will allow any employee who is impaired in such a manner that his/her return to work is anticipated, a maximum of 120 consecutive days unpaid leave for purposes of recovering from said impairment. The employee may, at his or her option, choose to use PTO to receive pay as long as such benefits are available in accordance with the Family and Medical Leave Act of 1993. Disability Leave will run concurrent with FMLA leave.

5. Bereavement Leave

Up to three days of paid leave of absence per death in the immediate family (spouse, parents, grandparents, children, grandchildren, brothers and sisters). Additional leave may be granted from accrued PTO or unpaid leave of absence or compensatory time.

6. Leaves of Absence

Up to thirty calendar days unpaid leave can be granted by the Mayor or City Administrator for any justifiable purpose. Paid leave in any amount or unpaid leave in excess of thirty days shall require approval of the City Council. This leave of absence can be used in addition to Disability Leave or FMLA leave

CITY OF RATHDRUM
CLASS SPECIFICATION

ACCOUNTING SPECIALIST

Class Code Number:

Pay Grade: 4

FLSA Designation: Non-Exempt

Effective Date: 12/20

Purpose of Class

Processes invoices and prepares monthly payments; processes monthly utility payments and provides account services for City utility users; provides customer service; performs related work as required.

Primary Function

The principal function of an employee in this class is to perform accounting and customer service functions including accounts payable and accounts receivable, and utility billing. Duties include processing invoices, preparing and receiving bills and payments, records maintenance and customer service. An Accounting Specialist must possess accounting, clerical, and customer service skills; he/she acquires knowledge of department functions through on-the-job experience and becomes a department-related specialist with a good working knowledge of department policies and procedures. The work is performed under the supervision of the City Finance Director, although some latitude is granted for independent judgment using standard practices to resolve customer issues or correct procedures. The principal duties of this class are performed in a general office environment.

Essential Duties and Responsibilities (will vary by assignment)

- Receives, routes, and processes invoices, statements, and bills generated by City departments and prepares payments;
- Processes and maintains computerized account balances and related information;
- Verifies billing information, purchase orders, services, and other information with City departments and vendors;
- Processes and prepares payments;
- Processes monthly payments by City utility customers;
- Provides assistance in monthly account billing and processing;
- Assists in maintaining current utility accounts and related information;
- Assists in maintaining monthly City utility account revenue and balance reports;
- Answers incoming phone calls and greets walk-in customers, provides general information to the public, answers questions and inquiries, provides specific information about accounts, and provides referrals to other departments or staff as needed;
- Sells city licenses and permits;
- Processes all departments fees;

- Assists customers with department procedures and explains department procedures/policies/programs and resolves customer concerns as needed;
- Assists employees, customers, and vendors with department procedures and explains department procedures/policies/programs to employees and customers and resolves concerns;
- Prepares, distributes and maintains a variety of documents, correspondence, log sheets, applications, and related documents;
- Maintains files, logs and other records;
- Provides data entry services, faxing, typing, and filing in support of department functions;
- Performs all work duties and activities in accordance with City policies, procedures and safety practices.

Other Duties and Responsibilities

- Performs other related duties as required.

Competency Requirements:

Knowledge of:

- Accounting, bookkeeping, cash handling and record keeping practices and procedures.
- Customer service principles and procedures;
- Operation of standard office equipment, computer and job-related software applications for word processing, spreadsheets, and other required applications;
- English grammar, spelling, and punctuation;
- Current office practices and procedures.

Ability to:

- Follow written and oral instructions;
- Learn department functions thoroughly to provide general information and explain detailed department processes and procedures;
- Learn and explain regulatory compliance issues related to the assigned department's function;
- Evaluate and analyze customer needs to provide exceptional customer service;
- Maintain records efficiently and accurately and prepare clear and concise reports;
- Analyze financial data, reconcile accounts, and prepare reports;
- Establish and maintain effective working relationships with other City employees, supervisory personnel, elected and appointed officials, and the public;
- Operate standard office equipment including a computer using program applications appropriate to assigned duties;
- Research information and data and prepare reports;
- Perform multiple tasks simultaneously, including handling interruptions, and return to and complete tasks in a timely manner;
- Perform duties accurately and efficiently under time sensitive deadlines;
- Respond appropriately and courteously to customer and vendor inquiries, which are sometimes controversial or adversarial, and present a positive public image;

- Work well under pressure;
- Use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions;
- Perform time management and scheduling functions, meet deadlines, and set project priorities;
- Communicate effectively both orally and in writing.

Acceptable Experience and Training

- High school diploma or GED equivalency is required;
- One (1) year accounting, billing, or clerical experience, preferably in a municipal office position, is preferred; or
- Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Essential Physical Abilities

- Sufficient clarity of speech and hearing, with or without reasonable accommodation, which permits the employee discern verbal instructions and to communicate effectively on the telephone and in person;
- Sufficient visual acuity, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, prepare and review documents and process them in a prescribed manner, and organize and file documents and materials;
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to operate a computer and standard office equipment;
- Sufficient personal mobility, flexibility, strength, and agility, with or without reasonable accommodation, which permits the employee to lift to 20 pounds, to sit and work at a keyboard for an extended period, and work in an office environment.



PUBLIC WORK'S STAFF REPORT

Public Works Department

September 3, 2020

This is a summary of active Rathdrum Public Works' projects:

- a. **Latah Street Bridge Replacement:** Sellman Construction had indicated that they intend to mobilize crews by as early as next week – but, we're expecting their mobilization to start closer to M9.14.2020. One of the first activities will be to remove the existing bridge structure. Traffic Control Devices will be installed to alert the public of the Road Closure and signed Detour Route. We anticipate that the project will be substantially complete by Veteran's Day.
- b. **Mill Street Quiet Zone Re-Certification:**
The Mill Street construction work was completed last week – with the lone exception of thermoplastic pavement markings. It is expected that we will have a temporary 4-to-8 hour closure of Mill Street so that the pavement markings can be installed and be allowed to cure/set. Once the pavement markings are installed, we will submit a Quiet Zone application to the Federal Railroad Administration.
- c. **Boekel / Meyer Intersection Improvements:** David Evans & Associates (DEA) is wrapping the engineering design for the recently re-aligned roundabout (to avoid the need to relocate Avista transmission lines). The roundabout was re-aligned to the northeast corner of the intersection. It is expected that we will be seeking to contract with a right-of-way specialist next month – appraisals, property owner meetings, extending R/W purchase offers, etc. The project schedule will be dependent upon the timeliness of our R/W acquisition; but, it is more likely to be influenced by Avista's utility relocation efforts.
- d. **SH53 / Meyer Intersection Improvements:** DEA is continuing to coordinate their engineering design work with ITD.
- e. **Lancaster / Meyer Intersection Improvements:** Lake City Engineering has indicated that they will be wrapping up their preliminary construction plans in the next few weeks.