



CITY OF KUNA

**P. O. BOX 13
KUNA, ID 83634**

**Telephone (208) 922-5546 Fax (208) 922-5989
www.cityofkuna.com**

June 4, 2013

7:00 P.M. REGULAR CITY COUNCIL MEETING

**KUNA CITY COUNCIL CHAMBER
763 W. AVALON ST.
KUNA, IDAHO**

CITY OFFICIALS

**W. Greg Nelson, Mayor
Richard Cardoza, Council President
Briana Buban-Vonder Haar, Council Member
Doug Hoiland, Council Member
Joe Stear, Council Member**

NOTICE: Copies of all agenda materials are available for public review in the Office of the City Clerk. Persons who have questions concerning any agenda item may call the City Clerk's Office at 922-5546 to make inquiry concerning the nature of the item described on the agenda.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at 922-5546 at least forty-eight (48) hours prior to the meeting to allow the City to make reasonable arrangements to ensure accessibility to this meeting.

CITY OF KUNA
REGULAR COUNCIL MEETING
AGENDA
TUESDAY, JUNE 4, 2013 at 7:00 P.M.
Kuna City Hall Council Chamber, 763 W. Avalon Street, Kuna, Idaho

1. Call to Order and Roll Call

2. Invocation: Stan Johnson, Kuna Life Church

3. Pledge of Allegiance: Mayor Nelson

4. Consent Agenda:

All items listed under the Consent Agenda are considered to be routine and are acted on with one motion by the City Council. There will be no separate discussion on these items unless the Mayor, Council Member, or City Staff requests an item to be removed from the Consent Agenda for discussion. Items removed from the Consent Agenda will be placed on the Regular Agenda under Old Business or as instructed by the City Council.

A. Approve Minutes of May 21, 2013 Regular Meeting

B. Accounts Payable Dated June 4, 2013 in the Amount of \$159,048.24

C. Approve Resolution No. R17-2013 Authorizing the Mayor to Executed the Idaho Non-Criminal Justice Agency Access Agreement

5. Citizen's Reports or Requests: None

6. Old Business: None

7. Public Hearings: (7:00 p.m. or as soon thereafter as matters may be heard.) None

8. New Business:

A. Discussion on City of Kuna Employee Water and Wastewater Certification Testing – Richard Roats, City Attorney

B. Discussion on Non-Profit Organizations – Richard Roats, City Attorney

9. Ordinances: None

10. Mayor/Council Discussion Items:

11. Announcements:

12. Executive Session:

13. Adjournment:

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**CITY OF KUNA
REGULAR COUNCIL MEETING
MINUTES**

TUESDAY, MAY 21, 2013

Kuna City Hall Council Chamber, 763 W. Avalon Street, Kuna, Idaho

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7:00 P.M. REGULAR COUNCIL MEETING

COUNCIL MEMBERS PRESENT: Mayor W. Greg Nelson
Council President Richard Cardoza
Council Member Briana Buban-Vonder Haar
Council Member Joe Stear

EXCUSED ABSENCE: Council Member Doug Hoiland

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CITY STAFF PRESENT: Richard Roats, City Attorney
Gordon Law, City Engineer
John Marsh, City Treasurer
Wendy Howell, P & Z Director
Brenda Bingham, City Clerk

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25

Call to Order and Roll Call

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Mayor Nelson welcomed everyone and called the meeting to order at 7:00 p.m. Roll call reflected Council President Cardoza and Council Members Buban-Vonder Haar and Stear present at the meeting. Council Member Hoiland was unable to attend.

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31

Invocation: Randy Maxwell, 7th Day Adventist

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33

Pledge of Allegiance: Mayor Nelson

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1. Consent Agenda: (Timestamp 00:02:01)

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All items listed under the Consent Agenda are considered to be routine and are acted on with one motion by the City Council. There will be no separate discussion on these items unless the Mayor, Council Member, or City Staff requests an item to be removed from the Consent Agenda for discussion. Items removed from the Consent Agenda will be placed on the Regular Agenda under Old Business or as instructed by the City Council.

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A. City Council Meeting Minutes:

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1. Minutes of May 7, 2013 Regular Meeting
 2. Minutes of May 14, 2013 Special Meeting

1 B. Accounts Payable Dated May 21, 2013 in the Amount of \$224,761.32.

2
3 C. Alcohol Licenses: None

4
5 D. Resolutions:

- 6
7 1. Approve Resolution No. R16-2013 Authorizing the Mayor to Execute the Real Estate
8 Lease Agreement with Henry Vanderstelt for Lease of City of Kuna Property Located
9 on South Swan Falls Road of Approximately 80 Farmable Acres

10
11 E. Findings of Facts and Conclusions of Law: None

12
13 Briana questioned phone charges for admin. John explained portion being reimbursed.

14
15 Cardoza questioned lease, Roats explained Hopkins property, will be growing corn.

16
17 **Council Member Stear moved to approve the Consent Agenda as presented. Seconded**
18 **by Council Member Buban-Vonder Haar, all voting aye. Motion carried 3-0**

19
20 **2. Citizen's Reports or Requests: (Timestamp 00:04:34)**

21
22 A. Update on Current Status of Lt. Kody Aldrich – Lt. Kody Aldrich (Timestamp 00:12:30)

23
24 Lt Aldrich briefly explained the recent illness he has been recovering from and thanked
25 everyone for their concern. He reported he will be taking a new position as Jail Captain
26 after providing nearly 7 years of service in Kuna. He expressed appreciation for the
27 support shown to him over the past years. The Mayor and Council thanked him for a job
28 well done.

29
30 B. Presentation of Funds to Kuna Police Athletic League (PAL) from Ada County Sheriff's
31 Youth Foundation – Lt. Kody Aldrich (Timestamp 00:09:56)

32
33 Sheriff Gary Raney mentioned the importance of dealing with delinquency before it
34 develops into crime in Kuna and acknowledged the efforts being made to address the
35 concern. Sheriff Raney presented a Kuna Pal Program check for \$5,000 to Mayor Nelson.
36 He also expressed appreciation to Lt. Aldrich for his service in Kuna.

37
38 C. Crime Report – Sgt. Justin Dusseau, Interim Kuna City Police Chief and Lt. Kody Aldrich
39 (Timestamp 00:04:54)

40
41 Lt. Kody Aldrich provided a monthly report for April 2013 since he was still Chief of
42 Police during that time. Highlights from the report reflected a 23% decline in crime rate
43 from the previous year. Calls for service were slightly down but there was an increase in
44 code 3 calls. Traffic crashes were up slightly with 23 compared to 19 year to date.

45
46 It was noted the Police Department is proactive in addressing the juvenile related crimes
47 and trends by integrating programs such as PAL to give more opportunities for our youth.

1
2 D. Proclamation for National Kids to Parks Day (*Timestamp 00:15:34*)
3

4 Mayor Nelson read the proclamation in support of National Kids to Parks Day urging
5 residents to take their children to the parks.
6

7 **3. Old Business:**
8

- 9 A. 13-01-LS; A Lot Split request from The Land Group. The school is requesting to split
10 this original lot into 3 separate and unique lots. The land owner is the Falcon Ridge Public
11 Charter School. Presented by Troy Behunin, Sr. Planner/Planning & Zoning
12 (*Timestamp 00:17:32*)
13

14 Wendy Howell, Planning and Zoning Director, presented the request explaining the
15 applicant had questions on the City Engineer's memo at the last meeting. Curb and gutter
16 will not be required at this time but the existing sidewalk along Ten Mile and Avalon will
17 be widened an additional three feet. More discussion followed regarding the installation
18 of curb, gutter and sidewalk.
19

20 **Council Member Buban-Vonder Haar moved to approved 13-01-LS Lot Split**
21 **request from the Land Group. Seconded by Council Member Stear.**

22 **Voting Yes: Council Members Buban-Vonder Haar and Stear**

23 **Voting No: Council Member Cardoza**

24 **Absent: Council Member Hoiland**

25 **Motion carried 2-1**
26

- 27 **4. Public Hearings:** (7:00 p.m. or as soon thereafter as matters may be heard.) None
28

29 **5. New Business:**
30

- 31 A. 13-01-FP – Final Plat – Deserthawk Residential Subdivision will be a multi-phased
32 project. The applicant is requesting a Final Plat for Deserthawk Subdivision No. 1.
33 Deserthawk No. 1 proposes 41 residential lots and 5 common lots. Presented by Troy
34 Behunin, Sr. Planner/Planning & Zoning (*Timestamp 00:33:03*)
35

36 Wendy Howell explained the preliminary plat application was originally approved in
37 September 2003. The applicant has satisfied all of the requirements. Discussion took
38 place regarding a small reduction in the required south side Right-of-Way (ROW)
39 dedication for West Sunbeam Street. A correction will be made to the staff report to
40 indicate 41 residential lots and 6 common lots.
41

42 **Council Member Stear moved to approve the Final Plat for Case Number 13-01-FP**
43 **removing the five foot from the right-of-way. Seconded by Council Member Buban-**
44 **Vonder Haar, all voting aye. Motion carried 3-0.**
45

- 46 B. Resolution R15-2013 Municipal Potable Water System Fees and Policies – City Attorney,
47 Richard Roats (*Timestamp 00:49:40*)

1 Attorney Roats explained the resolution is up for discussion and reflects the removal of
2 the Well Mitigation Fee and language that has been cleaned up. He asked for
3 recommendations from the Council regarding the irrigation water use fee. He pointed out
4 the rate for potable water is billed at \$1.57 per 1,000 gallons (\$1.54 is the city's cost) and
5 residents that do not have pressure irrigation service are billed \$.0336 per 1,000 gallons
6 from April 15th to October 15th of each year up to 45,000 gallons. Discussion on the rate
7 took place noting there was no history on how the rate was determined. A lengthy
8 discussion ensued regarding the irrigation water use fee and new language for the policy.
9

10 Mr. Roats will run some numbers and variables on costs for consideration at the next
11 meeting.
12

13 **6. Ordinances:**

14 **7. Mayor/Council Discussion Items:** None

15 **8. Announcements:**

16 **9. Executive Session:**

17 **10. Adjournment:**

18 Council Member Stear moved to adjourn the meeting at 8:15 p.m.
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29 _____
W. Greg Nelson, Mayor

30 ATTEST:

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33 _____
34 Brenda S. Bingham, City Clerk

35 *Minutes prepared by Brenda Bingham*

36 *Date Approved: CCM 6/4/13*
37
38

39 ***An audio recording of this meeting is available at City Hall upon request or it can be***
40 ***accessed at the City of Kuna website www.cityofkuna.com.***
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Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Only unpaid invoices included.

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
2M COMPANY, INC.												
1461	2M COMPANY, INC.	4072540000		BATTERY OPERATED CLOCKS FOR SPRINKLERS MAY '13 - PARKS	05/03/2013	220.00	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/13		
1461	2M COMPANY, INC.	4072845000		SPRINKLER CONTROL TIMERS MAY '13 - PARKS	05/03/2013	63.00	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/13		
1461	2M COMPANY, INC.	4072996000		SPRINKLER STOCK PARTS MAY '13 - PARKS	05/07/2013	355.08	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/13		
1461	2M COMPANY, INC.	4073439000		SPRINKLER NIPPLES MAY '13 - B. WITHROW	05/16/2013	48.50	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/13		
Total 2M COMPANY, INC.:							686.58	.00				
ABC STAMP, SIGNS & AWARDS												
277	ABC STAMP, SIGNS & AWARDS	0449924	607	3 STAMPS, "#4-REBAR T&B" VERTS -16" O.C., VERTS 4FT O.C., BLDG INSPECTOR, MAY '13 - K. RICE	05/09/2013	24.59	.00	01-6165 OFFICE SUPPLIES	1005	5/13		
Total ABC STAMP, SIGNS & AWARDS:							24.59	.00				
ADA COUNTY HIGHWAY DISTRICT (RENT)												
1037	ADA COUNTY HIGHWAY DISTRICT (RENT)	06/13		SHOP RENT - JUNE 2013 - PARKS	05/29/2013	148.50	.00	01-6211 RENT- BUILDINGS & LAND	1004	6/13		
1037	ADA COUNTY HIGHWAY DISTRICT (RENT)	06/13		SHOP RENT - JUNE 2013 - WATER	05/29/2013	126.00	.00	20-6211 RENT- BUILDINGS & LAND	0	6/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided	
1606	AUTOZONE, INC.	4126245554		VEHICLES - B. BACHMAN	05/13/2013	37.50	.00	20-6305 VEHICLE MAINTENANCE & REPAIRS	0	5/13			
1606	AUTOZONE, INC.	4126245554		ANTI-FREEZE DRAIN PAN, A/C RECHARGE SYSTEM FOR DUMP TRUCK. OIL DRAIN STAND FOR OIL PIT. ALL VEHICLES. MAY '13 - B. WITHROW	05/13/2013	37.50	.00	21-6305 VEHICLE MAINTENANCE & REPAIRS	0	5/13			
1606	AUTOZONE, INC.	4126245554		ANTI-FREEZE DRAIN PAN, A/C RECHARGE SYSTEM FOR DUMP TRUCK. OIL DRAIN STAND FOR OIL PIT. ALL VEHICLES. MAY '13 - B. WITHROW	05/13/2013	18.65	.00	25-6305 VEHICLE MAINTENANCE & REPAIR	0	5/13			
1606	AUTOZONE, INC.	4126245867	660	POWER STEERING PULLEY PULLER, ALL VEHICLES. MAY '13 - B. BACHMAN	05/13/2013	10.00	.00	01-6175 SMALL TOOLS	1004	5/13			
1606	AUTOZONE, INC.	4126245867	660	POWER STEERING PULLEY PULLER, ALL VEHICLES. MAY '13 - B. BACHMAN	05/13/2013	12.00	.00	20-6175 SMALL TOOLS	0	5/13			
1606	AUTOZONE, INC.	4126245867	660	POWER STEERING PULLEY PULLER, ALL VEHICLES. MAY '13 - B. BACHMAN	05/13/2013	12.00	.00	21-6175 SMALL TOOLS	0	5/13			
1606	AUTOZONE, INC.	4126245867	660	POWER STEERING PULLEY PULLER, ALL VEHICLES. MAY '13 - B. BACHMAN	05/13/2013	6.00	.00	25-6175 SMALL TOOLS	0	5/13			
1606	AUTOZONE, INC.	4126246388		GEAR PULLER, WATER VEHICLES. MAY '13 - B. BACHMAN	05/14/2013	39.99	.00	20-6305 VEHICLE MAINTENANCE & REPAIRS	0	5/13			
1606	AUTOZONE, INC.	4126246388		GAS CAN, WATER DEPT., MAY '13 - B. BACHMAN	05/14/2013	10.99	.00	20-6142 MAINT. & REPAIRS- EQUIPMENT	0	5/13			
Total AUTOZONE, INC.:							215.95	.00					
AXIS CAPITAL, INC. 1264 AXIS CAPITAL, INC.							41.71	.00	01-6190 POSTAGE & BILLING	0	6/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
1264	AXIS CAPITAL, INC.	929775		QRTRLY RENT MAIL MACHINE, JUNE-AUG '13 - P & Z	05/13/2013	20.86	.00	01-6190_POSTAGE & BILLING	1003	6/13		
1264	AXIS CAPITAL, INC.	929775		QRTRLY RENT MAIL MACHINE, JUNE-AUG '13 - WATER	05/13/2013	48.48	.00	20-6190_POSTAGE & BILLING	0	6/13		
1264	AXIS CAPITAL, INC.	929775		QRTRLY RENT MAIL MACHINE, JUNE-AUG '13 - SEWER	05/13/2013	57.69	.00	21-6190_POSTAGE & BILLING	0	6/13		
1264	AXIS CAPITAL, INC.	929775		QRTRLY RENT MAIL MACHINE, JUNE-AUG '13 - P.I.	05/13/2013	20.17	.00	25-6190_POSTAGE & BILLING	0	6/13		
Total AXIS CAPITAL, INC.:							188.91	.00				
BHS MARKETING, LLC												
512	BHS MARKETING, LLC	34922	616	1 TOTES SODIUM HYPOCHLORITE (CHLORINE), WELLS 6 & 10, CEDAR DANSKIN, MAY '13 - J. YERTON	05/20/2013	1,498.10	.00	20-6150_MAINT. & REPAIRS - SYSTEM	0	5/13		
Total BHS MARKETING, LLC:							1,498.10	.00				
BOISE RIGGING SUPPLY												
246	BOISE RIGGING SUPPLY	R37957	624	E-TRACKS FOR NEW SEWER TRUCK, 6 EA "D" RINGS, 6 EA TRACK BLANKS, MAY '13 - C. KNIGHT	05/13/2013	186.52	.00	21-6305_VEHICLE MAINTENANCE & REPAIRS	0	5/13		
Total BOISE RIGGING SUPPLY:							186.52	.00				
BUREAU OF OCCUPATIONAL LICENSE												
1091	BUREAU OF OCCUPATIONAL LICENSE	05242013		RENEW #WWW2-14284, D. CROSSLEY, WATER DEPT	05/24/2013	35.00	.00	20-6075_DUES & MEMBERSHIPS	0	5/13		
1091	BUREAU OF OCCUPATIONAL LICENSE	05242013		RENEW #WWW2-14720, D. CROSSLEY, WATER	05/24/2013	35.00	.00	20-6075_DUES & MEMBERSHIPS	0	5/13		
1091	BUREAU OF OCCUPATIONAL LICENSE	05242013		RENEW #DWD3-16635, D. CROSSLEY, WATEER	05/24/2013	35.00	.00	20-6075_DUES & MEMBERSHIPS	0	5/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total BUREAU OF OCCUPATIONAL LICENSE:												
						105.00	.00					
CUSTOM ELECTRIC, INC.												
147	CUSTOM ELECTRIC, INC.	6679	623	TROUBLESHOOT POWER OUTAGE/BURNED CONNECTION, PUMP PANEL, FARM, MAY '13 - R. DAVIS	05/10/2013	1,541.68	.00	21-6090, FARM EXPENDITURES	0	5/13		
Total CUSTOM ELECTRIC, INC.:												
						1,541.68	.00					
FLUID CONNECTOR PRODUCTS, INC.												
1083	FLUID CONNECTOR PRODUCTS, INC.	D222509	610	REPLACE/REPAIR HOSE FITTING END, VAC TRK #2, SEWER, MAY '13 - T. FLEMING	05/10/2013	15.32	.00	21-6142, MAINT. & REPAIRS - EQUIPMENT	0	5/13		
1083	FLUID CONNECTOR PRODUCTS, INC.	D222808	677	SPRAYER PARTS, N.WWTP, MAY '13 - B. BACHMAN	05/16/2013	13.78	.00	21-6142, MAINT. & REPAIRS - EQUIPMENT	0	5/13		
Total FLUID CONNECTOR PRODUCTS, INC.:												
						29.10	.00					
G & R AG PRODUCTS, INC.												
376	G & R AG PRODUCTS, INC.	117317901	567	BACKPACK SPRAYER W/4 GAL PUMP, 2" COUPLER W/HOSE SHANK, 2" ADAPTER, WATER, MAY '13 - B. WITHROW	05/02/2013	575.21	.00	20-6142, MAINT. & REPAIRS - EQUIPMENT	0	5/13		
376	G & R AG PRODUCTS, INC.	1174465-01	655	NEW SPRAY GUN AND HOSE REEL FOR SPRAYER, FREIGHT, LAGOONS, MAY '13 - B. WITHROW	05/23/2013	393.47	.00	21-6142, MAINT. & REPAIRS - EQUIPMENT	0	5/13		
Total G & R AG PRODUCTS, INC.:												
						968.68	.00					
HACH COMPANY												
157	HACH COMPANY	8304692	326	BENCH SERVICE FOR DR2700 SPECTROPHOTOMETER FOR COD/CHLORINE/AMMONIA TESTS, SEWER, MARCH '13 - R. DAVIS	05/20/2013	371.00	.00	21-6142, MAINT. & REPAIRS - EQUIPMENT	0	5/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total HACH COMPANY:												
						371.00	.00					
HD LEGAL MESSENGERS LLC												
1642	HD LEGAL MESSENGERS LLC	2231		LEGAL DOCUMENT SERVICE - LID LIENS, MAY '13 - R. ROATS	05/09/2013	42.00	.00	22-6020 CAPITAL IMPROVEMENTS	0	5/13		
1642	HD LEGAL MESSENGERS LLC	2232		LEGAL DOCUMENT SERVICE - LID LIENS, MAY '13	05/09/2013	60.00	.00	22-6020 CAPITAL IMPROVEMENTS	0	5/13		
1642	HD LEGAL MESSENGERS LLC	2239		LEGAL DOCUMENT SERVICE - LID LIENS, MAY '13 - R. ROATS	05/20/2013	70.00	.00	22-6020 CAPITAL IMPROVEMENTS	0	5/13		
1642	HD LEGAL MESSENGERS LLC	2239		1/2 PRICE SERVICE ON IDAHO INDEPENDENT BANK, MAY '13 - R. ROATS	05/20/2013	35.00	.00	01-6052 CONTRACT SERVICES	0	5/13		
Total HD LEGAL MESSENGERS LLC:												
						207.00	.00					
HD SUPPLY WATERWORKS LTD												
63	HD SUPPLY WATERWORKS LTD	8099307	636	NEW WATER PROGRAMMER/READER W/GRADLE & POWER ADAPTOR AS BACK-UP READER, WATER, MAY '13 - D. CROSSLEY	05/15/2013	1,378.30	.00	20-6175 SMALL TOOLS	0	5/13		
63	HD SUPPLY WATERWORKS LTD	9026128		CREDIT 6 EA ANGLE METER VALVES FROM INV. #5735400, MAY '13 - WATER	05/03/2013	-265.44	.00	25-6150 MAINT. & REPAIRS - SYSTEM (PI)	0	5/13		
63	HD SUPPLY WATERWORKS LTD	9107213	577	4 EA 10" ACCESSORY KITS, 4 EA TRANS GASKETS, 1 10' LONG SLEEVE FOR SEWER LINE BREAK ON KING RD./SWAN FALLS (C. DEYOUNG)	05/03/2013	291.67	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	5/13		
Total HD SUPPLY WATERWORKS LTD:												
						1,404.53	.00					
HOCOCHAN HOLDINGS, INC.												
1619	HOCOCHAN HOLDINGS, INC.	AR251325		COPIER LEASE, SHARP MX4110N, P&Z, MAY '13	05/10/2013	117.85	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1003	5/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
1619	HOCOHAN HOLDINGS, INC.	AR251325		COPIER LEASE, SHARP MXM503N, CITY HALL, MAY '13	05/10/2013	235.68	.00	01-6142 MAINT. & REPAIR- EQUIPMENT	0	5/13		
1619	HOCOHAN HOLDINGS, INC.	AR251326		COPIER MAINTENANCE FOR APRIL '13, CITY HALL, SHARP MXM503N	05/10/2013	91.04	.00	01-6142 MAINT. & REPAIR- EQUIPMENT	0	4/13		
1619	HOCOHAN HOLDINGS, INC.	AR251326		COPIER MAINTENANCE FOR APRIL '13, P&Z, SHARP MXM503N	05/10/2013	45.52	.00	01-6142 MAINT. & REPAIR- EQUIPMENT	1003	4/13		
Total HOCOHAN HOLDINGS, INC.:							490.09	.00				
HYDRO LOGIC, INC.												
1314	HYDRO LOGIC, INC.	05172013		MONITOR WATER RIGHTS, WELL 10	05/17/2013	871.50	.00	20-6020 CAPITAL IMPROVEMENTS	0	5/13		
Total HYDRO LOGIC, INC.:							871.50	.00				
IDAHO FIRST AID & SAFETY, INC. DBA												
1576	IDAHO FIRST AID & SAFETY, INC. DBA	51519	670	RESTOCK FIRST AID, MAY '13 - N.WWITP	05/08/2013	39.95	.00	21-6230 SAFETY TRAINING & EQUIPMENT	0	5/13		
1576	IDAHO FIRST AID & SAFETY, INC. DBA	51520	671	RESTOCK FIRST AID, MAY '13 - WATER	05/08/2013	104.68	.00	20-6230 SAFETY TRAINING & EQUIPMENT	0	5/13		
1576	IDAHO FIRST AID & SAFETY, INC. DBA	51520	671	RESTOCK FIRST AID, MAY '13 - P.L.	05/08/2013	26.17	.00	25-6230 SAFETY TRAINING & EQUIPMENT	0	5/13		
Total IDAHO FIRST AID & SAFETY, INC. DBA:							170.80	.00				
IDAHO HUMANE SOCIETY												
833	IDAHO HUMANE SOCIETY	06/13		CONTRACT SERVICES - JUNE 2013	05/29/2013	4,121.00	.00	01-6005 ANIMAL CONTROL SERVICES	0	6/13		
Total IDAHO HUMANE SOCIETY:							4,121.00	.00				

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
IDAHO POWER CO												
38	IDAHO POWER CO	05/13		MAY 2013 - ADMIN	05/16/2013	255.25	.00	01-6290 UTILITIES	0	5/13		
38	IDAHO POWER CO	05/13		MAY 2013 - P & Z	05/16/2013	67.97	.00	01-6290 UTILITIES	1003	5/13		
38	IDAHO POWER CO	05/13		MAY 2013 - SR CTR	05/16/2013	272.01	.00	01-6290 UTILITIES	1001	5/13		
38	IDAHO POWER CO	05/13		MAY 2013 - ST LGT	05/16/2013	5,362.23	.00	01-6290 UTILITIES	1002	5/13		
38	IDAHO POWER CO	05/13		MAY 2013 - PARKS	05/16/2013	961.35	.00	01-6290 UTILITIES	1004	5/13		
38	IDAHO POWER CO	05/13		MAY 2013 - WATER	05/16/2013	11,747.18	.00	20-6290 UTILITIES EXPENSE	0	5/13		
38	IDAHO POWER CO	05/13		MAY 2013 - SEWER	05/16/2013	15,343.12	.00	21-6290 UTILITIES EXPENSE	0	5/13		
38	IDAHO POWER CO	05/13		MAY 2013 - FARM	05/16/2013	10,757.60	.00	21-6090 FARM EXPENDITURES	0	5/13		
38	IDAHO POWER CO	05/13		MAY 2013 - P.L.	05/16/2013	5,697.38	.00	25-6290 UTILITIES EXPENSE	0	5/13		
Total IDAHO POWER CO:							50,464.09	.00				
IDAHO STATE INSURANCE FUND												
88	IDAHO STATE INSURANCE FUND	7201412		Q1 2013 W/C PREMIUMS - ADMIN	05/06/2013	251.53	.00	01-2195 WORKERS COMPENSATION PAYABLE	0	5/13		
88	IDAHO STATE INSURANCE FUND	7201412		Q1 2013 W/C PREMIUMS - P & Z	05/06/2013	162.75	.00	01-2195 WORKERS COMPENSATION PAYABLE	1003	5/13		
88	IDAHO STATE INSURANCE FUND	7201412		Q1 2013 W/C PREMIUMS - PARKS	05/06/2013	1,435.55	.00	01-2195 WORKERS COMPENSATION PAYABLE	1004	5/13		
88	IDAHO STATE INSURANCE FUND	7201412		Q1 2013 W/C PREMIUMS - BLDG INSP	05/06/2013	274.53	.00	01-2195 WORKERS COMPENSATION PAYABLE	1005	5/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
88	IDAHO STATE INSURANCE FUND	7201412		Q1 2013 W/C PREMIUMS - WATER	05/06/2013	3,323.83	.00	20-2195 WORKERS COMPENSATION PAYABLE	0	5/13		
88	IDAHO STATE INSURANCE FUND	7201412		Q1 2013 W/C PREMIUMS - SEWER	05/06/2013	3,409.40	.00	21-2195 WORKERS COMPENSATION PAYABLE	0	5/13		
88	IDAHO STATE INSURANCE FUND	7201412		Q1 2013 W/C PREMIUMS - P.I.	05/06/2013	1,155.42	.00	25-2195 WORKERS COMPENSATION PAYABLE	0	5/13		
Total IDAHO STATE INSURANCE FUND:							10,013.01	.00				
IDAHO TRANSPORTATION DEPT.												
180	IDAHO TRANSPORTATION DEPT.	9321432		NEW EXEMPT PLATES, NEW SEWER TRUCK, MAY '13 - N.WWTP	05/09/2013	23.00	.00	21-6305 VEHICLE MAINTENANCE & REPAIRS	0	5/13		
Total IDAHO TRANSPORTATION DEPT.:							23.00	.00				
INTEGRINET SOLUTIONS, INC.												
1595	INTEGRINET SOLUTIONS, INC.	60868		ADD'L MAINTENANCE FOR SYSTEM SUPPORT, MAY '13 - CITY HALL	05/05/2013	18.99	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	0	5/13		
1595	INTEGRINET SOLUTIONS, INC.	60868		ADD'L MAINTENANCE FOR SYSTEM SUPPORT, MAY '13 - P & Z	05/05/2013	9.50	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1003	5/13		
1595	INTEGRINET SOLUTIONS, INC.	60868		ADD'L MAINTENANCE FOR SYSTEM SUPPORT, MAY '13 - WATER	05/05/2013	22.07	.00	20-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		
1595	INTEGRINET SOLUTIONS, INC.	60868		ADD'L MAINTENANCE FOR SYSTEM SUPPORT, MAY '13 - SEWER	05/05/2013	26.26	.00	21-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		
1595	INTEGRINET SOLUTIONS, INC.	60868		ADD'L MAINTENANCE FOR SYSTEM SUPPORT, MAY '13 - P.I.	05/05/2013	9.18	.00	25-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
1595	INTEGRINET SOLUTIONS, INC.	60972		REMOVE SYSTEM TREND MICRO PROTECTION AND INSTALL SYMANTEC ENDPOINT. ALL SERVERS. MAY '13 - CITY HALL	05/12/2013	37.98	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	0	5/13		
1595	INTEGRINET SOLUTIONS, INC.	60972		REMOVE SYSTEM TREND MICRO PROTECTION AND INSTALL SYMANTEC ENDPOINT. ALL SERVERS. MAY '13 - P & Z	05/12/2013	18.98	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1003	5/13		
1595	INTEGRINET SOLUTIONS, INC.	60972		REMOVE SYSTEM TREND MICRO PROTECTION AND INSTALL SYMANTEC ENDPOINT. ALL SERVERS. MAY '13 - WATER	05/12/2013	44.14	.00	20-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		
1595	INTEGRINET SOLUTIONS, INC.	60972		REMOVE SYSTEM TREND MICRO PROTECTION AND INSTALL SYMANTEC ENDPOINT. ALL SERVERS. MAY '13 - SEWER	05/12/2013	52.53	.00	21-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		
1595	INTEGRINET SOLUTIONS, INC.	60972		REMOVE SYSTEM TREND MICRO PROTECTION AND INSTALL SYMANTEC ENDPOINT. ALL SERVERS. MAY '13 - P.I.	05/12/2013	18.37	.00	25-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		
1595	INTEGRINET SOLUTIONS, INC.	61064		MONTHLY SYSTEM SUPPORT. MAY '13 - CITY HALL	05/15/2013	57.63	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	0	5/13		
1595	INTEGRINET SOLUTIONS, INC.	61064		MONTHLY SYSTEM SUPPORT. MAY '13 - P & Z	05/15/2013	28.82	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1003	5/13		
1595	INTEGRINET SOLUTIONS, INC.	61064		MONTHLY SYSTEM SUPPORT. MAY '13 - WATER	05/15/2013	66.97	.00	20-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		
1595	INTEGRINET SOLUTIONS, INC.	61064		MONTHLY SYSTEM SUPPORT. MAY '13 - SEWER	05/15/2013	79.71	.00	21-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		
1595	INTEGRINET SOLUTIONS, INC.	61064		MONTHLY SYSTEM SUPPORT. MAY '13 - P.I.	05/15/2013	27.87	.00	25-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total INTEGRINET SOLUTIONS, INC.:												
						519.00	.00					
INTERMOUNTAIN GAS CO												
37	INTERMOUNTAIN GAS CO	5/2013		MAY 2013 (APRIL 11-MAY 13)- CITY HALL	05/16/2013	80.68	.00	01-6290 UTILITIES	0	5/13		
37	INTERMOUNTAIN GAS CO	5/2013		MAY 2013 (APRIL 11-MAY 13)- SR CTR	05/16/2013	180.61	.00	01-6290 UTILITIES	1001	5/13		
Total INTERMOUNTAIN GAS CO:												
						261.29	.00					
J & M SANITATION, INC.												
230	J & M SANITATION, INC.	05/13-2ND		5/15/13-5/28/13.PD.6/05/13- MAY '13 - 2ND PAYMENT	05/29/2013	38,254.77	.00	26-7000 SOLID WASTE SERVICE FEES	0	5/13		
230	J & M SANITATION, INC.	05/13-2ND		5/15/13-5/28/13.PD.6/05/13- MAY '13 - LESS ADMIN FEE	05/29/2013	-3,779.57	.00	01-4170 FRANCHISE FEES	0	5/13		
Total J & M SANITATION, INC.:												
						34,475.20	.00					
JACK HENRY & ASSOCIATES, INC.												
1328	JACK HENRY & ASSOCIATES, INC.	1437645		ACH BANK FEES, APRIL '13 - ADMIN	04/30/2013	80.01	.00	01-6505 BANK FEES	0	4/13		
1328	JACK HENRY & ASSOCIATES, INC.	1437645		ACH BANK FEES, APRIL '13 - P & Z	04/30/2013	1.53	.00	01-6505 BANK FEES	1003	4/13		
1328	JACK HENRY & ASSOCIATES, INC.	1437645		ACH BANK FEES, APRIL '13 - WATER	04/30/2013	119.31	.00	20-6505 BANK FEES	0	4/13		
1328	JACK HENRY & ASSOCIATES, INC.	1437645		ACH BANK FEES, APRIL '13 - SEWER	04/30/2013	178.49	.00	21-6505 BANK FEES	0	4/13		
1328	JACK HENRY & ASSOCIATES, INC.	1437645		ACH BANK FEES, APRIL '13 - P.I.	04/30/2013	46.45	.00	25-6505 BANK FEES	0	4/13		
Total JACK HENRY & ASSOCIATES, INC.:												
						425.79	.00					

KUNA LOCK & KEY

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
740	KUNA LOCK & KEY	253665	646	REMOVE BROKEN KEY & NEW KEY @SR.CTR. MAY '13 - B. BACHMAN	05/16/2013	55.00	.00	01-6140 MAINT. & REPAIR BUILDING	1001	5/13		
Total KUNA LOCK & KEY: 55.00 .00												
KUNA LUMBER												
499	KUNA LUMBER	A57079	603	CONCRETE SEWER MAIN BREAK. SWAN FALLS & SHORTLINE. MAY '13 - T. FLEMING	05/09/2013	37.90	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	5/13		
499	KUNA LUMBER	A57166	618	STAKES FOR LINE BREAK BOUNDARIES @GRNBELT EXTENSION. PARKS. MAY '13 - B. WITHROW	05/10/2013	12.59	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/13		
499	KUNA LUMBER	A57486	647	2 CANS PAINT FOR SURVEYING BUTLER/P.I. PROJECT. MAY '13 - M. BORZICK	05/21/2013	10.78	.00	25-6150 MAINT. & REPAIRS - SYSTEM (PI)	0	5/13		
Total KUNA LUMBER: 61.27 .00												
KUNA TRUE VALUE HARDWARE												
43	KUNA TRUE VALUE HARDWARE	05062013	585	1 LIGHT FIXTURE. 40WBULB.3PK-40WBULBS. HISTORY CTR. MAY '13 - B. BACHMAN	05/06/2013	24.47	.00	01-6140 MAINT. & REPAIR BUILDING	1004	5/13		
43	KUNA TRUE VALUE HARDWARE	05062013	585	4 EA 3" PVC ADAPTERS. 3 - 3" COUPLERS. GREENBELT. MAY '13 - B. BACHMAN	05/06/2013	35.92	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/13		
43	KUNA TRUE VALUE HARDWARE	05062013	585	2 FT CHAIN. 12 SCREWS. 1 BOX WALL ANCHORS. 1 CAN BLACK PAINT. 1 WELDING RING. CITY HALL INTERIOR SIGNS FOR CLERK/UTIL. BILLING. MAY '13 - B. BACHMAN	05/06/2013	17.45	.00	01-6140 MAINT. & REPAIR BUILDING	0	5/13		
43	KUNA TRUE VALUE HARDWARE	05062013	585	10 EA SURVEY STAKES FOR GREENBELT EXTENSION. MAY '13 - B. BACHMAN	05/06/2013	19.90	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
43	KUNA TRUE VALUE HARDWARE	05062013	585	STENCILS FOR PEDESTRIAN CROSSING SIGNS THROUGHOUT CITY, MAY '13 - B. BACHMAN	05/06/2013	7.47	.00	01-6188 SIGNAGE	0	5/13		
43	KUNA TRUE VALUE HARDWARE	05082013		MOP, TP HOLDERS, ELECT BOX COVERS, POWER STOP, PARKS, MAY '13 - B. WITHROW	05/08/2013	35.40	.00	01-6140 MAINT. & REPAIR BUILDING	1004	5/13		
43	KUNA TRUE VALUE HARDWARE	05082013		DRIP SYSTEM REPAIRS, MAY '13 - B. BACHMAN	05/08/2013	16.26	.00	01-6140 MAINT. & REPAIR BUILDING	1001	5/13		
43	KUNA TRUE VALUE HARDWARE	05082013		HOSES FOR COMM. GARDEN, COUPLERS, BATTERIES, PARKS, MAY '13 - B. BACHMAN	05/08/2013	79.94	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/13		
43	KUNA TRUE VALUE HARDWARE	05092013	608	2 SHOVELS FOR SHORTLINE AND SWAN FALLS LINE BREAK, SEWER, MAY '13 - T. FLEMING	05/09/2013	39.98	.00	21-6175 SMALL TOOLS	0	5/13		
43	KUNA TRUE VALUE HARDWARE	05092013	608	BOLT, NUTS, DRILL BIT, WASHERS, FOR CRIMSON PT & 10-MILE L/S, SEWER, MAY '13 - T. FLEMING	05/09/2013	20.82	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	5/13		
Total KUNA TRUE VALUE HARDWARE:							297.61	.00				
KUNA WELDING												
46	KUNA WELDING	905	452	WELD 3 RISERS, WHEEL LINES @FARM, APRIL '13 - L. VEGA	04/05/2013	87.50	.00	21-6090 FARM EXPENDITURES	0	4/13		
46	KUNA WELDING	908	458	WELD PIPE FOR IRRIGATION MAIN LINE @FARM, APRIL '13 - L. VEGA	04/08/2013	70.00	.00	21-6090 FARM EXPENDITURES	0	4/13		
46	KUNA WELDING	942	620	5.25 FT OF 1/8" X 5" FLAT BAR FOR ASH ST. P.I., APRIL '13 - C. ARMSTRONG	04/19/2013	6.72	.00	25-6150 MAINT. & REPAIRS - SYSTEM (PI)	0	4/13		
Total KUNA WELDING:							164.22	.00				

MEETING SYSTEMS, INC.

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
470	PARTS, INC.	05102013		MAY '13 - B. BACHMAN	05/15/2013	24.08	.00	20-6305 VEHICLE MAINTENANCE & REPAIRS	0	5/13		
470	PARTS, INC.	05102013		CREDIT FOR WRONG THROTTLE CABLE AND NEW PURCHASE MAY '13 - B. WITHROW	05/10/2013	-39.99	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1004	5/13		
470	PARTS, INC.	05102013		CREDIT FOR WRONG THROTTLE CABLE AND NEW PURCHASE MAY '13 - B. WITHROW	05/10/2013	81.04	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	1004	5/13		
Total PARTS, INC.:							115.35	.00				
PEAK ALARM COMPANY, INC												
1021	PEAK ALARM COMPANY, INC	520223		REPLACE SYSTEM AES BATTERY BUTLER WELL, MAY '13 - WATER	05/07/2013	156.50	.00	20-6150 MAINT. & REPAIRS - SYSTEM	0	5/13		
1021	PEAK ALARM COMPANY, INC	521045		ALARM MONITOR, CEDAR DANSKIN 3.5.6. JUNE '13 - WATER	06/01/2013	140.65	.00	20-6150 MAINT. & REPAIRS - SYSTEM	0	6/13		
1021	PEAK ALARM COMPANY, INC	521045		ALARM MONITORING, WELL #2, SEGO PRAIRIE, JUNE '13 - P.I.	06/01/2013	28.82	.00	25-6150 MAINT. & REPAIRS - SYSTEM (PI)	0	6/13		
1021	PEAK ALARM COMPANY, INC	521124		ALARM MONITOR, 6/1-8/31/2013, N. WWTP	06/01/2013	78.39	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	6/13		
Total PEAK ALARM COMPANY, INC:							404.36	.00				
PORTAPROS, LLC dba ABC SANITATION												
829	PORTAPROS, LLC dba ABC SANITATION	53871		PORT-O-POTTY, W.HUBBARD/N.LINDER, APR '13 - PARKS	04/19/2013	78.75	.00	01-6212 RENT - EQUIPMENT	1004	4/13		
829	PORTAPROS, LLC dba ABC SANITATION	53872		PORT-O-POTTY, W.DEERFLAT/N.LINDER, APR '13 - PARKS	04/19/2013	78.75	.00	01-6212 RENT - EQUIPMENT	1004	4/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total PORTAPROS, LLC dba ABC SANITATION:												
		10353	666	REMOVE/REPLACE MANHOLE, VALVE COLLAR, SIDEWALK, CURB/GUTTER @SWAN FALLS & SHORELINE RDS, MAY '13 - R. DAVIS	05/23/2013	742.50	.00	21-6150_MAINT. & REPAIRS - SYSTEM	0	5/13		
PROFESSIONAL CONSTRUCTION SVCS, INC.												
1643	PROFESSIONAL CONSTRUCTION SVCS, INC.	10353	666	REMOVE/REPLACE MANHOLE, VALVE COLLAR, SIDEWALK, CURB/GUTTER @SWAN FALLS & SHORELINE RDS, MAY '13 - R. DAVIS	05/23/2013	1,507.50	.00	25-6150_MAINT. & REPAIRS - SYSTEM (PI)	0	5/13		
Total PROFESSIONAL CONSTRUCTION SVCS, INC.:												
						2,250.00	.00					
RENTAL CONNECTION												
893	RENTAL CONNECTION	32027	674	TILLER RENTAL FOR COMM. GARDEN, MAY '13 - B. WITHROW	05/15/2013	41.04	.00	01-6150_MAINTENANCE & REPAIRS - SYSTEM	1004	5/13		
Total RENTAL CONNECTION:												
						41.04	.00					
ROGERS MACHINERY COMPANY, INC.												
510	ROGERS MACHINERY COMPANY, INC.	905620	583	SILICONE 3/8 HOSE FOR BLOWER OIL LEVEL - BLOWER ROOM, N. WWTP, MAY '13 - M. NADEAU	05/15/2013	269.77	.00	21-6150_MAINT. & REPAIRS - SYSTEM	0	5/13		
Total ROGERS MACHINERY COMPANY, INC.:												
						269.77	.00					
ROTO-ROOTER												
344	ROTO-ROOTER	12944	581	SEWER BREAK, OWYHEE ST., SEWER, MAY '13 - R. DAVIS	05/03/2013	5,760.00	.00	21-6150_MAINT. & REPAIRS - SYSTEM	0	5/13		
Total ROTO-ROOTER:												
						5,760.00	.00					

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
SIMPLOT PARTNERS												
491	SIMPLOT PARTNERS	216007730	675	12 LBS PROZAP RODENT PELLETS, PARKS, MAY '13 - B. WITHROW	05/10/2013	20.00	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/13		
Total SIMPLOT PARTNERS:												
						20.00	.00					
SPECIALTY CONSTRUCTION SUPPLY												
780	SPECIALTY CONSTRUCTION SUPPLY	0124835-IN	555	RENT 8 BARRICADE BARRELS & 3 SIGNS FOR SHORTLINE SEWER BREAK, APRIL '13 - T. FLEMING	05/15/2013	147.90	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	5/13		
Total SPECIALTY CONSTRUCTION SUPPLY:												
						147.90	.00					
STAPLES ADVANTAGE												
1292	STAPLES ADVANTAGE	8025531063	565	6 EA. 3-RING BINDERS (B.JACKSON), MAY '13 - P.I.	05/04/2013	18.85	.00	25-6165 OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025531063	565	5 BINDERS FOR WATER DEPT (D.CROSSLEY), MAY '13 - K. RICE	05/04/2013	32.52	.00	20-6165 OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025531063	565	5 BINDERS FOR WATER DEPT (D.CROSSLEY), MAY '13 - K. RICE	05/04/2013	8.13	.00	25-6165 OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025531063	565	2 INK ROLLERS FOR CALCULATOR (K.RICE), MAY '13 - ADMIN	05/04/2013	.33	.00	01-6142 MAINT. & REPAIR - EQUIPMENT	0	5/13		
1292	STAPLES ADVANTAGE	8025531063	565	2 INK ROLLERS FOR CALCULATOR (K.RICE), MAY '13 - WATER	05/04/2013	1.31	.00	20-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		
1292	STAPLES ADVANTAGE	8025531063	565	2 INK ROLLERS FOR CALCULATOR (K.RICE), MAY '13 - SEWER	05/04/2013	1.32	.00	21-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		
1292	STAPLES ADVANTAGE	8025531063	565	2 INK ROLLERS FOR CALCULATOR (K.RICE), MAY '13 - P.I.	05/04/2013	.98	.00	25-6142 MAINT. & REPAIRS - EQUIPMENT	0	5/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
1292	STAPLES ADVANTAGE	8025531063	565	6 EA. 3-RING BINDERS (B.JACKSON), MAY '13 - ADMIN	05/04/2013	6.34	.00	01-6165_OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025531063	565	6 EA. 3-RING BINDERS (B.JACKSON), MAY '13 - WATER	05/04/2013	25.11	.00	20-6165_OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025531063	565	6 EA. 3-RING BINDERS (B.JACKSON), MAY '13 - SEWER	05/04/2013	25.12	.00	21-6165_OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025623433	605	SCISSORS, STAPLER, 5X8 WRITING PADS, CORRECTION TAPE, POST-ITS, ADMIN, MAY '13 - K. RICE	05/11/2013	17.01	.00	01-6165_OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025623433	605	STAPLER, 5X8 WRITING PADS, CORRECTION TAPE, POST-ITS, WATER, MAY '13 - K. RICE	05/11/2013	22.65	.00	20-6165_OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025623433	605	STAPLER, 5X8 WRITING PADS, CORRECTION TAPE, POST-ITS, SEWER, MAY '13 - K. RICE	05/11/2013	22.66	.00	21-6165_OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025623433	605	STAPLER, 5X8 WRITING PADS, CORRECTION TAPE, POST-ITS, P.L. MAY '13 - K. RICE	05/11/2013	5.72	.00	25-6165_OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025623433	526	CREDIT 5 EA BINDERS, PARKS, APRIL '13 - K. RICE	05/11/2013	-90.30	.00	01-6165_OFFICE SUPPLIES	1004	5/13		
1292	STAPLES ADVANTAGE	8025694048	642	1 BX CLASP ENVELOPES, MAY '13 - ADMIN	05/18/2013	8.45	.00	01-6165_OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025694048	642	DAYMINDER 2014 APPT BOOK, INDEX TAB PRINTER DIVIDERS, MAY '13 - SEWER	05/18/2013	44.45	.00	21-6165_OFFICE SUPPLIES	0	5/13		
1292	STAPLES ADVANTAGE	8025694048	642	1 PK NEON YELLOW CODING LABELS, 5 COMPARTMENT VERTICAL ORGANIZER, MAY '13 - P & Z	05/18/2013	21.33	.00	01-6165_OFFICE SUPPLIES	1003	5/13		
1292	STAPLES ADVANTAGE	8025694048	642	HP INKJET COLOR AND BLACK PRINTER CARTRIDGES, MAY '13 - ADMIN	05/18/2013	66.38	.00	01-6142_MAINT. & REPAIR - EQUIPMENT	0	5/13		
Total STAPLES ADVANTAGE:							238.36	.00				

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
SUBURBAN PROPANE												
118	SUBURBAN PROPANE	22260		ACHD.SHOP PROPANE HEAT. MAY '13 - WATER	05/10/2013	502.46	.00	20-6290 UTILITIES EXPENSE	0	5/13		
Total SUBURBAN PROPANE:												
						502.46	.00					
TATES RENTS												
59	TATES RENTS	562015		PURCHASE CUTQUIK/HOI SAW FOR ASH ST BREAK & OTHERS. MAY '13 - WATER	05/08/2013	737.97	.00	20-6175 SMALL TOOLS	0	5/13		
59	TATES RENTS	562015		PURCHASE CUTQUIK/HOI SAW FOR ASH ST BREAK & OTHERS. MAY '13 - P.I.	05/08/2013	491.98	.00	25-6175 SMALL TOOLS	0	5/13		
Total TATES RENTS:												
						1,229.95	.00					
TIM GORDON												
997	TIM GORDON	06/13		RENT - JUNE 2013 - ADMIN	05/29/2013	972.62	.00	01-6211 RENT- BUILDINGS & LAND	0	6/13		
997	TIM GORDON	06/13		RENT - JUNE 2013 - P & Z	05/29/2013	486.31	.00	01-6211 RENT- BUILDINGS & LAND	1003	6/13		
997	TIM GORDON	06/13		RENT - JUNE 2013 - WATER	05/29/2013	1,130.32	.00	20-6211 RENT- BUILDINGS & LAND	0	6/13		
997	TIM GORDON	06/13		RENT - JUNE 2013 - SEWER	05/29/2013	1,345.29	.00	21-6211 RENT - BUILDINGS & LAND	0	6/13		
997	TIM GORDON	06/13		RENT - JUNE 2013 - P.I.	05/29/2013	470.46	.00	25-6211 RENT- BUILDINGS & LAND	0	6/13		
Total TIM GORDON:												
						4,405.00	.00					
TITAN TECHNOLOGIES INC												
1235	TITAN TECHNOLOGIES INC	2013-21	582	SEWER BREAK/REPAIRS. SWAN FALLS/SHORTLINE RD. SEWER. MAY '13 - R. DAVIS	05/09/2013	7,789.51	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	5/13		

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
Total TITAN TECHNOLOGIES INC:												
						7,789.51	.00					
TRANSACT TECHNOLOGIES, INC.												
1070	TRANSACT TECHNOLOGIES, INC.	1178714	628	REPLACEMENT PRINTER CARTRIDGE FOR RECEIPT PRINTER_UTIL_BILLING_MAY '13 - K. RICE	05/14/2013	27.08	.00	01-6142_MAINT.&REPAIR-EQUIPMENT	0	5/13		
1070	TRANSACT TECHNOLOGIES, INC.	1178714	628	REPLACEMENT PRINTER CARTRIDGE FOR RECEIPT PRINTER_water_MAY '13 - K. RICE	05/14/2013	36.06	.00	20-6142_MAINT.&REPAIRS-EQUIPMENT	0	5/13		
1070	TRANSACT TECHNOLOGIES, INC.	1178714	628	REPLACEMENT PRINTER CARTRIDGE FOR RECEIPT PRINTER_SEWER_MAY '13 - K. RICE	05/14/2013	36.07	.00	21-6142_MAINT.&REPAIRS-EQUIPMENT	0	5/13		
1070	TRANSACT TECHNOLOGIES, INC.	1178714	628	REPLACEMENT PRINTER CARTRIDGE FOR RECEIPT PRINTER_P.I._MAY '13 - K. RICE	05/14/2013	9.10	.00	25-6142_MAINT.&REPAIRS-EQUIPMENT	0	5/13		
Total TRANSACT TECHNOLOGIES, INC.:												
						108.31	.00					
TREASURE VALLEY COFFEE												
992	TREASURE VALLEY COFFEE	03183007		COFFEE SUPPLIES, CITY HALL, MAY '13	05/10/2013	36.22	.00	01-6165_OFFICE SUPPLIES	0	5/13		
992	TREASURE VALLEY COFFEE	03183007		COFFEE SUPPLIES, P & Z, MAY '13	05/10/2013	18.08	.00	01-6165_OFFICE SUPPLIES	1003	5/13		
Total TREASURE VALLEY COFFEE:												
						54.30	.00					
UNITED OIL												
316	UNITED OIL	361931	599	DELIVER 1700 GALS UNLEADED FUEL N.WWTP, MAY '13 - R. DAVIS	05/09/2013	6,028.55	.00	21-6300_FUEL	0	5/13		
Total UNITED OIL:												
						6,028.55	.00					
UNIVAR USA, INC.												

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided	
1410	UNIVAR USA, INC.	NA361761		CREDIT DEPOSIT FOR RETURNABLE CONTAINER, MAY '13 - N.WWTP	05/22/2013	-700.00	.00	21-6097 DEPOSITS ON ACCOUNT	0	5/13			
1410	UNIVAR USA, INC.	NA546407	575	44,500 LBS. ALUMINIUM SULFATE, N. WWTP, MAY '13 - R. DAVIS	05/09/2013	5,340.00	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	5/13			
1410	UNIVAR USA, INC.	NA546725	622	72 EA. 55 GAL BUCKETS CALC. HYPOCHLORITE TO DISINFECT RE-USE SYSTEM, FREIGHT, SEWER, MAY '13 - R. DAVIS	05/22/2013	7,613.94	.00	21-6150 MAINT. & REPAIRS - SYSTEM	0	5/13			
Total UNIVAR USA, INC.:							12,253.94	.00					
UTILITY TRAILER SALES OF IDAHO, INC. DBA													
1641	UTILITY TRAILER SALES OF IDAHO, INC. DBA	A136537	651	TRUCK MOUNTED YELLOW WARNING LIGHT, GREEN ROCKER SWITCH, ON-OFF MOMENT TOGGLE SWITCH, 2007 FORD F150, ENGINEER'S TRUCK, MAY '13 - N.WWTP	05/21/2013	179.63	.00	21-6305 VEHICLE MAINTENANCE & REPAIRS	0	5/13			
Total UTILITY TRAILER SALES OF IDAHO, INC. DBA:							179.63	.00					
VICTORY GREENS													
364	VICTORY GREENS	301809	589	2 PINE TREES FOR ARBOR DAY @ SEGO PRAIRIE, PARKS, MAY '13 - N. PURKEY	05/07/2013	360.00	.00	01-6150 MAINTENANCE & REPAIRS - SYSTEM	1004	5/13			
Total VICTORY GREENS:							360.00	.00					
WATER DEPOSIT REFUNDS #4													
1627	WATER DEPOSIT REFUNDS #4	120810.01		ID. HOUSING & FINANCE, #120810.01 - ACCT OVERPMT	05/16/2013	152.11	.00	99-1075 Utility Cash Clearing	0	5/13			
1627	WATER DEPOSIT REFUNDS #4	150130.02		T. SELLERS, #150130.02 - WATER DEPREF	05/17/2013	100.00	.00	20-2200 WATER DEPOSITS HELD	0	5/13			
1627	WATER DEPOSIT REFUNDS #4	150130.02		T. SELLERS, #150130.02 - ACCT OVERPMT	05/17/2013	7.43	.00	99-1075 Utility Cash Clearing	0	5/13			

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
1627	WATER DEPOSIT REFUNDS #4	160850.02		L. MARTIN. #160850.02 - WATER DEP REF	05/17/2013	92.94	.00	20-2200. WATER DEPOSITS HELD	0	5/13		
1627	WATER DEPOSIT REFUNDS #4	160940.03		S. HEDGES. #160940.03 - WATER DEP REF	05/08/2013	25.94	.00	99-1075. Utility Cash Clearing	0	5/13		
1627	WATER DEPOSIT REFUNDS #4	170610.01		W. AKE. #170610.01 - ACCT OVERPMT	05/16/2013	84.82	.00	99-1075. Utility Cash Clearing	0	5/13		
1627	WATER DEPOSIT REFUNDS #4	170700.03		S. FARRAND. #170700.03 - WATER DEP REF	05/16/2013	38.58	.00	99-1075. Utility Cash Clearing	0	5/13		
1627	WATER DEPOSIT REFUNDS #4	210020.01		D. GOETTER. #210020.01 - ACCT OVERPMT	05/22/2013	39.26	.00	99-1075. Utility Cash Clearing	0	5/13		
1627	WATER DEPOSIT REFUNDS #4	220110.01		L. MELCHOR. #220110.01 - ACCT OVERPMT	05/20/2013	33.56	.00	99-1075. Utility Cash Clearing	0	5/13		
1627	WATER DEPOSIT REFUNDS #4	220355.01		M. MOWBRAY. #220355.01 - ACCT OVERPMT	05/06/2013	89.00	.00	99-1075. Utility Cash Clearing	0	5/13		
1627	WATER DEPOSIT REFUNDS #4	240110.02		H. LOWE. #240110.02 - ACCT OVERPMT	05/22/2013	59.97	.00	99-1075. Utility Cash Clearing	0	5/13		
1627	WATER DEPOSIT REFUNDS #4	250980.02		N. JENSEN. #250980.2 - WATER DEP REF	05/20/2013	65.97	.00	99-1075. Utility Cash Clearing	0	5/13		
1627	WATER DEPOSIT REFUNDS #4	264070.02		J. GERVAIS. #264070.02 - ACCT OVERPMT	05/20/2013	52.48	.00	99-1075. Utility Cash Clearing	0	5/13		
1627	WATER DEPOSIT REFUNDS #4	264685.01		C. BARTON. #264685.01 - ACCT OVERPMT	05/17/2013	42.33	.00	99-1075. Utility Cash Clearing	0	5/13		
1627	WATER DEPOSIT REFUNDS #4	70380.01		D. MESSICK. #70380.01 - ACCT OVERPMT	05/09/2013	101.11	.00	99-1075. Utility Cash Clearing	0	5/13		
Total WATER DEPOSIT REFUNDS #4:							985.50	.00				
Grand Totals:							159,048.24	.00				

Vendor #	Vendor Name	Invoice Number	PO #	Description	Invoice Date	Net Invoice Amount	Amount Paid	GL Account and Title	GL Activity #	GL Period	Date Paid	Voided
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Dated: _____
Mayor: _____
City Council: _____

City Treasurer: _____

Report Criteria:
Detail report.
Invoices with totals above \$0.00 included.
Only unpaid invoices included.

RESOLUTION NO. R17-2013

A RESOLUTION OF THE CITY OF KUNA, IDAHO AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT- IDAHO NON-CRIMINAL JUSTICE AGENCY ACCESS AGREEMENT.

WHEREAS the City of Kuna has passed Ordinance No. 2012-09 requiring fingerprints and criminal background checks on applications for Solicitors and Peddlers; and

WHEREAS the City of Kuna has passed Ordinance No. 2011-18 requiring fingerprints and criminal background checks on applications for taxi drivers; and

WHEREAS the State of Idaho by and through the Idaho State Police administers the criminal history records, and it is required by federal law to provide for conditions for the release of the criminal history records, and by doing so it has created said agreement for the City's approval.

BE IT HEREBY RESOLVED by the Mayor and Council of the City of Kuna, Idaho that the Mayor of the City is hereby authorized to execute the agreement.

PASSED BY THE COUNCIL of Kuna, Idaho this 4thday of June 2013.

APPROVED BY THE MAYOR of Kuna, Idaho this 4thday of June 2013.

W. Greg Nelson, Mayor

ATTEST:

Brenda S. Bingham, City Clerk



Idaho Non-Criminal Justice Agency (NCJA) Access Agreement

Agency NAME: _____

Authorizing STATUTE or PROGRAM: _____

This Access Agreement sets forth the conditions governing a non-criminal justice agency's (hereafter referred to as NCJ Agency) access to Criminal Justice Information as an Authorized Recipient either as a nongovernmental entity authorized by federal statute or executive order or as a government agency authorized by federal statute, executive order or state statute by the United States Attorney General to receive Criminal History Record Information (CHRI) for non-criminal justice purposes.

In an effort to decentralize criminal history records and to permit the exchange of those records by states with varying statutes or policies, the National Crime Prevention and Privacy Compact Act of 1998 was signed into law in 1999. The Compact facilitates electronic information sharing among the Federal Government and the states and permits the exchange of criminal history records for non-criminal justice purposes. The designated Criminal History Repository Manager has the responsibility to ensure adherence to established federal and state procedures and policies in the state.

The information provided through agency access includes, but is not limited to, information collected by criminal justice agencies on individuals consisting of identifiable descriptions and notations of arrests, detentions, indictments, or other formal criminal charges, and any disposition arising therefrom, including acquittal, sentencing, correctional supervision, or release.

The current versions of the following documents are incorporated by reference and made part of this agreement:

1. *FBI CJIS Security Policy*
2. *Title 42, USC Chapter 140, II §14616, The National Crime Prevention and Privacy Compact Act*
3. *Title 28, Code of Federal Regulations, 20.33(a)*
4. *Title 42 USC-Sec. 5119a Public Law 92-544*
5. *Idaho Code Title 67, Chapter 30, Criminal History Records and Crime Information*
6. *Public Law 103-209, National Child Protection Act of 1993*
7. *Public Law 105-251, Volunteers for Children Act of 1998*

I. Responsibilities

1. Idaho State Police, as administrator and CSA (IdC §67-3008)
2. To fulfill its responsibilities provides the following services to the NCJ Agency will:
 - a. Provide the conduit by which NCJ Agencies submit fingerprints for State and Federal criminal history background checks.
 - b. Provide criminal history records to governmental and nongovernmental agencies for non-criminal justice purposes allowed by Federal statute, Federal Executive order, or a State statute that has been approved by the Attorney General, that authorizes national background checks.
 - c. Conduct compliance audits.

3. NCJ Agency

To ensure continued access, the Agency agrees to adhere to all applicable state laws and CJIS Security Policy requirements in the referenced documents, including, but not limited to the following:

- a. All agencies shall create and maintain written policies and procedures specific to the use, handling and dissemination of non-criminal justice applicant CHRI. Agency personnel shall receive training on agency procedures for CHRI, including possible penalties for intentional misuse or unauthorized dissemination.
- b. The NCJ Agency will maintain a system of records which establish appropriate administrative, technical, and physical safeguards to ensure the security and confidentiality of criminal history records received from the ISP and FBI for non-criminal justice purposes.
- c. The NCJ Agency will comply with all audit requirements for access to state and federal criminal history record information.

II. Security

Each Agency is responsible for maintaining appropriate security measures to the physical security of criminal history records; personnel security that may include background screening; technical security to protect against unauthorized use; and data security to include use, handling and dissemination of non-criminal justice applicant CHRI.

Security standards, covering personnel, physical and technical security, as well as user authorization and dissemination are documented in the *CJIS Security Policy*.

III. Policy Violations

Exchange of records and information is subject to CANCELLATION if dissemination is made outside receiving departments or related agencies or as otherwise allowed by law. Furthermore, depending upon the nature of the offense and the identity of the offender, federal or state crimes may be charged for the willful, unauthorized disclosure of CHRI.

IV. Indemnification

The NCJ Agency agrees to indemnify and hold harmless members, employees, agents and/or representatives of the Idaho State Police from and against any and all claims, demands, actions, suits, and proceedings including, but not limited to, any liability for damages by reason of, or arising out of, any false arrest or imprisonment or any cause of action whatsoever; and from any loss, cost, expense, or damage resulting and arising out of, or involving any acts by others unless solely caused by ISP personnel or its agents.

The Idaho State Police agree to indemnify and hold harmless members, employees, agents and/or representatives of the NCJ Agency from and against any and all claims, demands, actions, suits, and proceedings including, but not limited to, any liability for damages by reason of, or arising out of, any false arrest or imprisonment or any cause of action whatsoever; and from and against any loss, cost, expense, or damage resulting and arising out of, or involving any acts by others unless solely caused by the NCJ Agency.

V. Acknowledgment and Certification

As the head of an NCJ Agency I hereby acknowledge the duties and responsibilities as set out in this agreement. I acknowledge that these duties and responsibilities have been developed in accordance with the FBI CJIS Security Policy and the National Crime Prevention and Privacy Compact Council in order to ensure proper exchange of criminal history records for non-criminal justice purposes. I further acknowledge that a failure to comply with these duties and responsibilities may result in imposition of sanctions against the NCJ Agency.

I hereby certify that I am familiar with all applicable documents that are part of this agreement and to all applicable state and federal laws and regulations relevant to the receipt and dissemination of Criminal History Record Information provided to the agency in response to a licensure or employment fingerprint background request.

This agreement is a formal expression of the purpose and intent of both parties and is effective when signed. It may be amended by the deletion or modification of the provisions contained therein, or by the addition of new provisions, after written concurrence of both parties. The "Acknowledgment and Certification" is being executed by the Agency Head in both an individual and representative capacity. Accordingly, this agreement will remain in effect after the Agency Head vacates his/her position or until it is affirmatively amended or rescinded in writing. This agreement does not confer, grant, or authorize rights, privileges, or obligations to any third party.

NCJ AGENCY HEAD:

 Signature

 Date

 Printed Name/Title*

 Agency
Criminal History Repository Manager:

 Signature

 Date

Dawn A. Peck, Bureau of Criminal Identification Manager
Idaho State Police

*The Criminal History Repository Manager must be notified when the NCJ Agency Head vacates his/her position. The name and telephone number of the acting or new Agency Head, when known, must be provided and a new agreement executed



Idaho State Police

Service Since 1939



Colonel Ralph W. Powell
Director

Bureau of Criminal Identification

C.L. "Butch" Otter
Governor

RECEIVED

May 14, 2013

TO: All Agencies that submit federal applicant fingerprint background checks

BOISE CITY CLERK

Idaho agencies that submit fingerprints to the Idaho State Police (ISP) Bureau of Criminal Identification (BCI) for criminal history record checks as part of licensure or employment applications authorized by federal, state or local statutory authority or by participation in the Idaho National Child Protection Act (NCPA) Program, are receiving this letter as notice of a change in policy.

The National Crime Prevention and Privacy Compact governs the exchange of criminal history record information for noncriminal justice purposes (applicant licensure or employment) and requires participating agencies to adhere to system standards concerning record dissemination, use, security and other duly established standards.

As part of the BCI's strategy to comply with Title 28 of the Code of Federal Regulations regarding the use of criminal history background information and the sharing of such information with noncriminal justice agencies, the bureau is implementing a user agreement which defines the relationship between your agency and the BCI. It is the purpose of this agreement to ensure that agencies receiving criminal history record information understand the requirements for participation in this exchange and that the sensitive information is accessed, stored and disseminated in a manner that ensures the integrity and security of such records.

Please read, sign and return the attached agreement to BCI by June 15, 2013. We will return a fully executed copy to you for your files. A signed copy of this user agreement must be maintained by your agency and be re-executed with any change of agency head.

If you have questions regarding the agreement or your agency's participation in the exchange of state and federal criminal history record information, please contact Leila McNeill, BCI Operations Manager at 208-884-7133 or Leila.mcneill@isp.idaho.gov.

Sincerely,

Dawn Peck, CPM
Bureau of Criminal Identification Manager

Enc. Applicant Agency User Agreement



CITY OF KUNA
P.O. BOX 13
KUNA, ID 83634
www.cityofkuna.com

ROYCE O. DAVIS
 WASTEWATER
 SUPERINTENDENT

Telephone (208) 287-1722; Fax (208) 287-1731

Email: royce@cityofkuna.com

TO: Gordon Law
 City Engineer

FROM: Royce Davis
 Wastewater Superintendent

RE: City of Kuna Employee Water and Wastewater Certification Testing

DATE: April, 9 2013

PURPOSE

The purpose of this memorandum is to ~~propose for review an update~~ theed City of Kuna employee Water and Wastewater certification testing policy.

SUMMARY

All city of Kuna water and wastewater employees are required by law to hold a valid water or wastewater license. Each system is required to have a responsible charge and substitute responsible charge operator with a certification equal to or greater than the system classification. All state licenses are acquired by obtaining the necessary experience, education and then passing the written exam.

The state certification exams cost \$87.00 for an original exam, \$62.00 for an upgrade, and \$62.00 for a re-exam.

POLICY

1.0 PURPOSE:

The purpose of this policy is to establish guidelines for employees taking required certification exams and the cities payment and reimbursement of testing fees.

2.0 ORGANIZATIONS AFFECTED:

All departments with employees who are required by law to hold a valid Idaho Water or Wastewater license.

3.0 POLICY

The City of Kuna will reimburse an employee for an pay for the original examination fees, or an upgrade examination fees ~~and reimburse the employee for the re-exam fees~~ with proof of a passing exam. ~~- Meaning the City will not pay for multiple failed re-examinations, or the employee will~~

~~pay for the re-exam fee and be reimbursed with a passing score.~~ If the employee does not receive a passing score on the exam, or upgrade examination, re-exam the employee will not be reimbursed for the fees. Only one (1) fee will be reimbursed. The employee will be responsible for all re-examination fees.

4.0 DEFINITION

IBOL- Idaho Bureau of Occupational License

Passing Exam-a score of 70% or higher.

State Required Certifications-

- Wastewater Operator Class 1-4
- Wastewater Collections Operator Class 1-4
- Wastewater Land Application Operator
- Wastewater Laboratory Operator Class 1-4
- Drinking Water Distribution Operator Class 1-4
- Drinking Water Treatment Operator Class 1-4
- Backflow Assembly Tester

5.0 PROCEDURES

5.1 Employees will fill out necessary original, upgrade, and re-exam licensure application and submit to the supervisor for approval.

5.2 Supervisor will review application and approve or deny the application.

5.3 Approved original and upgrade licensure applications and payment for the exam or upgrade examination from employee will be forwarded on to City treasurers Dept. for ~~payment and~~ remittance to IBOL.

5.4 Upon proof of employee receiving a passing grade, the proof shall be submitted to Approved re-exams will be forwarded on to the City Treasurers Dept. for reimbursement to the with payment from the employee for the exam fee or examination upgrade fee. and the Treasures Dept. will remit the re-exam application to IBOL.

~~5.5—The City will reimburse the employee for the re-exam fee with proof of a passing score.~~

CONCLUSION

This policy is intended to encourage employees to have an upfront vested interest in to take and passing the required State of Idaho Certification exams. ~~Also, to emphasize the need for employees to prioritize certification re-testing.~~