

CITY of ROBERTS  
August 22, 2023  
City Council Special Meeting

The Roberts City Council met for a hearing at the regular place of meeting, after having been notified of said meeting of said council.

Robert (BJ) Berlin.....Mayor	Ron Grant.....Maintenance (Absent)
Connie Surerus.....Council	Julie Garcia.....Library Director (Absent)
Ben Poston.....Council	Jed Bigelow.....City Attorney (Absent)
Edidt Sanchez.....Council	Robert Loftus.....Certified Water Operator (Absent)
Shauna Lounsbury.....Council	Gregg Rodrick.....Certified WW Operator (Absent)
April Galbraith.....Clerk/Treasurer	

Also present: No other attendees.

Mayor Berlin opened the meeting at 6:30 pm and welcome everyone.

**Vote to Approve City Council Meeting Minutes for August 1, 2023 Budget Work Meeting Minute:** Mayor Berlin asked if there were any questions regarding the draft budget work meeting minutes in the council's packets.

With no questions, Mayor Berlin entertained a motion to approve the minutes for the August 1, 2023 budget work meeting.

Ben made the motion approve the minutes for the August 1, 2023 budget work meeting, seconded by Connie, all ayes.

**Review and Vote to adopt Appropriation 2023-566, 2023-2024 Budget:**

Mayor Berlin entertained a motion to read Ordinance 2023-566 once in full and have the clerk record it as having been read three times.

Ben made a motion to suspend the rule and read Ordinance 2023-566 once and dispense with the second and third reading, seconded by Shauna, all ayes.

ORDINANCE NO. 2023-566

AN ORDINANCE ENTITLED THE ANNUAL APPROPRIATION ORDINANCE FOR FISCAL YEAR OCTOBER 1, 2023 – SEPTEMBER 30, 2024, APPROPRIATING THE SUM OF \$7,247,802.00 TO DEFRAY THE EXPENSE AND LIABILITIES OF THE CITY OF ROBERTS FOR SAID FISCAL YEAR, AUTHORIZING A LEVY OF A SUFFICIENT TAX UPON THE TAXABLE PROPERTY AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATIONS ARE MADE.

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ROBERTS, JEFFERSON COUNTY, IDAHO:

Section 1: That the sum of \$7,247,802.00 be and the same is appropriated to defray the necessary expenses and liabilities of the City of Roberts, Jefferson County, Idaho, for the fiscal year beginning October 1, 2022.

Section 2: The objects and purposes for which appropriations are made and the amount of each object and purpose is as follows:

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PROPOSED EXPENDITURES

General & Admin	\$166,498.00
Police Protection	\$8,821.00
Library	\$26,476.00
Parks & Recreation	\$13,750.00
Streets & Lighting	\$81,272.00
Water/Sewer/Sanitation	\$416,585.00
Mustang Events Center	\$14,400.00
Grants	<u>\$6,520,000.00</u>
TOTAL PROPOSED EXPENDITURES	<u>\$7,247,802.00</u>

ESTIMATED REVENUES

Property Tax	\$124,000.00
Other	\$35,400.00
Mustang Events Center	\$12,000.00
State Liquor	\$23,460.00
State Highway Users	\$47,083.00
State Revenue Sharing	\$68,274.00
Licenses/Permits	\$1,000.00
Interest	\$20,000.00
Water/Sewer/Sanitation	\$416,585.00
Grants	<u>\$6,500,000.00</u>
TOTAL ESTIMATED REVENUES	<u>\$7,247,802.00</u>

Section 3: That a General Tax Levy on all taxable property within the City of Roberts be levied in amount allowed by law for the general purposes for said City, for the fiscal year beginning October 1, 2023.

Section 4: All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Section 5: This ordinance shall take effect and be in full force upon its passage, approval and publication in one issue of the Jefferson Star, a newspaper of general circulation in the City of Roberts, and the official newspaper of said City.

Mayor Berlin asked if there were any questions or concerns regarding the Ordinance 2023-566.

With no questions, Mayor Berlin entertained a motion to approve Ordinance 2023-566 with date correction in Section 1.

Edidt made the motion to adopt Ordinance 2023-566 with date correction in Section 1, seconded by Shauna.

Roll call vote was taken by the Clerk

Connie Surerus	aye
Benjamin Poston	aye
Edidt Sanchez	aye
Shauna Lounsbury	aye

Motion passes.

**Review and Vote to approve Resolution 2023-0808, Fees:**

Mayor Berlin asked if there were any questions regarding Resolution 2023-0808.

The Clerk asked in Section 4-E, that the description of Community Room be changed to City Council Chambers as the room has been repurposed after the hearing notice publication. With no objections from Council or Mayor the change is approved.

Connie made a motion to read only the title and information up to Section 1 and then read only new fees, fees increased by more than 3%, and/or repealed fees, that are changing, seconded by Shauna.

Mayor Berlin read the following aloud:

**City of Roberts  
Resolution No. 2023-0808**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROBERTS, IDAHO  
REPLACING AND ESTABLISHING A CITY FEE SCHEDULE AND CHARGES FOR ALL CITY DEPARTMENTS AND ESTABLISHING  
POLICIES FOR COLLECTING FEES

WHEREAS, the City incurs administrative costs in processing applications, enforcing codes, administering regulations, maintaining facilities, monitoring project development, engaging the public, reviewing proposals, providing support, and conducting required inspections; and

WHEREAS, the Roberts Municipal Code authorizes the establishment and adoption of fees to cover the administrative costs of reviewing applications for any service provided by the City of Roberts; and

WHEREAS, each department within the City of Roberts organization has quantified the costs of processing and administering each application specific to that department;

WHEREAS, the City of Roberts adopted Resolution 2023-0808 establishing the first citywide fee resolution on August 22, 2023;

WHEREAS, the effective date of this resolution shall be October 1, 2023; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of Roberts, Idaho that the City Council hereby rescinds all existing fee schedules established and adopted prior to the effective date of this resolution in their entirety and establishes a comprehensive fee schedule for all city fees in the sections provided below in this resolution.

**EXHIBIT A**

<b>New Fees or Fees Increased by 5% or more:</b>			
<b>Amended Section of Fee Resolution</b>	<b>Fee</b>	<b>Amount</b>	<b>New Fee or Percentage Increase</b>
<b>Section 2-B</b>	Market Lake Day		New
	Level 1 Sponsor	\$125.00	
	Level 2 Sponsor	\$250.00	
	Level 3 Sponsor	\$500.00	
	Event Sponsor	\$1000.00	
<b>Section 3-B</b>	Hydrant Fill Fees for a single fill up:		New
	Tanker Fill up to 4,000 gallons	\$25.00 per fill	
	Tanker Fill up to 1,000 gallons	\$10.00 per fill	
<b>Section 3-E</b>	Deposit for Involuntary Disconnection of Delinquent Accounts	44.12	New
<b>Section 3-F</b>	Sanitation Service Involuntary Termination and Involuntary Re-installment	\$50.00	New
<b>Section 3-F</b>	Discontinuance Disconnect for property owners leaving permanently	\$25.00	New
<b>Section 3-I</b>	Equipment:		New
	Backhoe	\$120.00 per hour	
	De-Icing Machine	\$20.00 per hour	
<b>Section 3-I</b>	Labor Per Man hours	\$21.00 per hour	New
<b>Section 3-I</b>	Afterhours Labor Per Man Hour	\$42.00 per hour	New
<b>Section 4-D</b>	Beer-Retail (sales-off premise consumption)	\$ 50.00	New
<b>Section 4-D</b>	Beer-Retail (sales-on premise consumption)	\$ 100.00	New
<b>Section 4-D</b>	Liquor by the Drink	\$175.00	New