

2024 Local Government Annual Financial Reporting

Please use this link to get to the annual
financial reporting portal

[https://stateofidaho.viewpointcloud.com
/categories/1080/record-types/6431](https://stateofidaho.viewpointcloud.com/categories/1080/record-types/6431)

OR...

← ↻ 🔒 https://www.sco.idaho.gov/LivePages/scohome.aspx

SCO LTI SCO SRA TownhallManager THI Registry Reg Admin Old Reg Admin SCO SCO Smartsheets Moodle Webex AIC IAC Power BI Guest WIFI ESRI Teamworks Directory Utah

BRANDON D WOOLF, IDAHO STATE CONTROLLER (208) 334-3100 info@sco.idaho.gov


SCO STATE OF IDAHO CONTROLLER'S OFFICE BRANDON D WOOLF LUMA TRANSPARENCY STATE EMPLOYEES POLICIES BOARDS TRAINING SUPPORT

WHAT CAN WE HELP YOU FIND? 🔍

Local Government Registry

WELCOME

As your State Controller, I am committed to conducting the business of government in an open and transparent manner.



BRANDON D WOOLF,
IDAHO STATE CONTROLLER

ABOUT BRANDON D WOOLF >

ONLINE APPLICATIONS

Sign In to access I-TIME timesheets, Pay Stubs, Employee Self Service, W-2's and other State Controller's Office Web Applications for State Employees, Agencies and Vendors.

SIGN IN

ACCESS SCO APPLICATIONS >

ACTION CENTER

COVID-19 Updates	Idaho Rebounds
Timesheets/Paystubs	Password Resets
Travel Policy	Available Surplus Property
Per Diem Rates	Latest Annual Financial Report (ACFR)
Travel Express Manual	1099 Reporting
How to Contribute to Townhall Idaho	Payroll Calendars

SEE SUPPORT MENU FOR MORE ACTIONS >

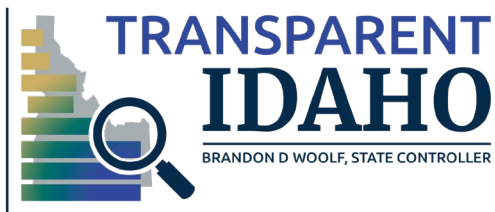
TRANSPARENT IDAHO

UPCOMING EVENTS

APR 18 Board of Examiners
April 18, 2023

WHAT'S NEW

New Job Opportunities



Use the side panel
to access the registry

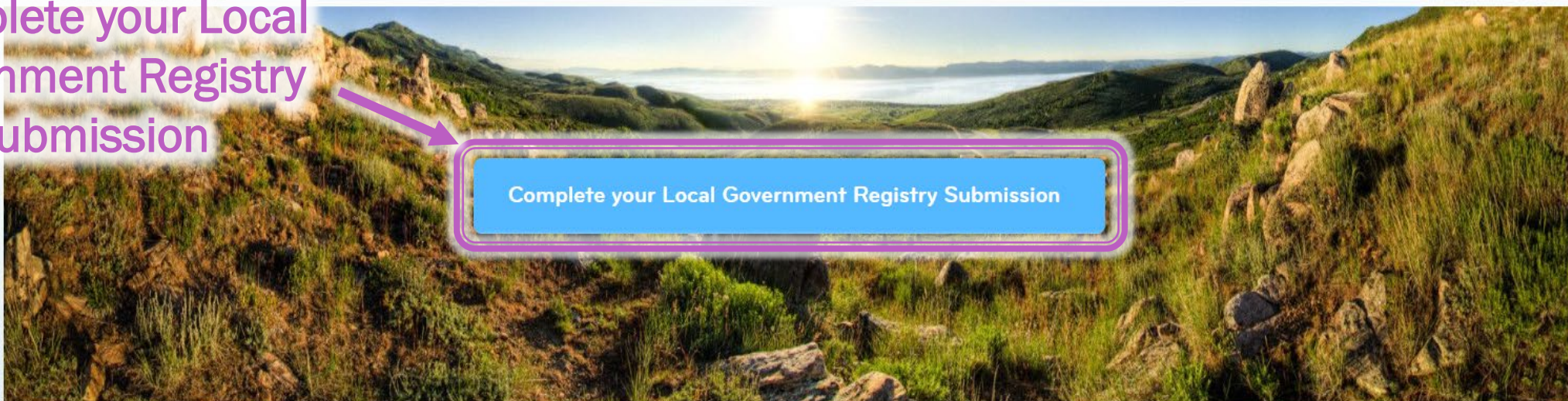


LOCAL GOVERNMENT REGISTRY

Transparent Idaho's Annual Local Government Registry Portal is the gateway for all local governmental entities to register and submit their financial information as required by Idaho Code.

Click on the tile that says "Complete your Local Government Registry Submission" out the submission process and registry? Browse the resources contained on this page for guidance.

"Complete your Local Government Registry Submission"



Local Government Registry / 2024

2024

Apply Online


Click on “Apply Online”



If you are a returning user:

Just click on “Log In”

And input your email address and password, then select Log In.



Citizen Services
Welcome to **State of Idaho**

[Log In](#) [Sign Up](#)

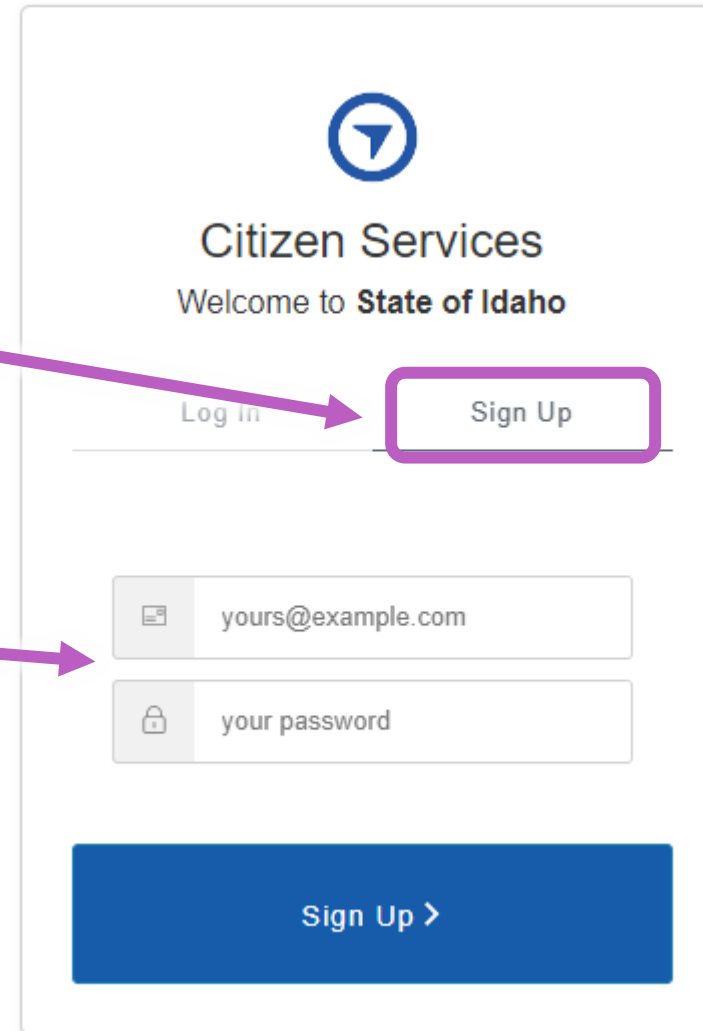
[Don't remember your password?](#)


[Log In >](#)

If you are a new user:

Click to “Sign Up”

Enter your e-mail address
and a password, then
select Sign Up.





Citizen Services

Welcome to **State of Idaho**

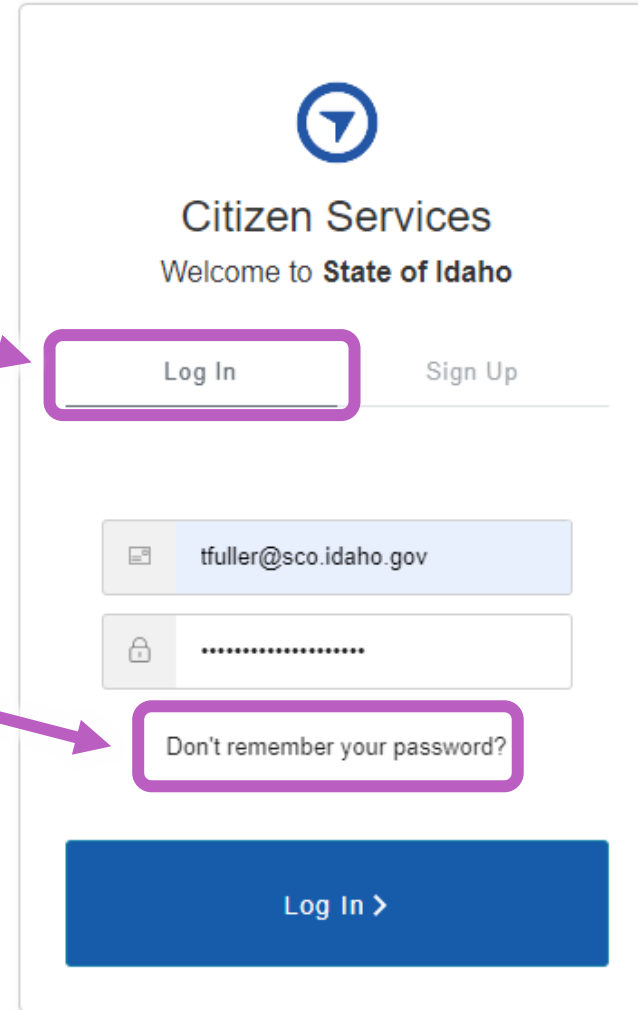
[Log in](#) [Sign Up](#)

[Sign Up >](#)

If you have forgotten your password:

Just click on “Log In”

Then select “Don’t remember your password?” and you will receive an e-mail to reset your password.



The screenshot shows the 'Citizen Services' login page for the State of Idaho. At the top is the Idaho state logo. Below it, the text reads 'Citizen Services' and 'Welcome to State of Idaho'. There are two links: 'Log In' and 'Sign Up'. The 'Log In' link is highlighted with a purple box and an arrow pointing to it from the text 'Just click on “Log In”'. Below the links are two input fields: an email field containing 'tfuller@sco.idaho.gov' and a password field with masked characters. Below the password field is a link that says 'Don't remember your password?'. This link is highlighted with a purple box and an arrow pointing to it from the text 'Then select “Don’t remember your password?” and you will receive an e-mail to reset your password.'. At the bottom is a large blue button that says 'Log In >'.



Have a project #?

Step 1 of 12 ·

[Save Draft and Exit](#)

2024

Confirm your contact information

Ensure your contact information is up-to-date so that we can get in touch with you if needed.

First Name

Rachel

Last Name

Grove

Email address

rgrove@sco.idaho.gov

Phone Number

208-334-3100 ext. 0 ____

Address 1

700 W State St

Address 2 (Optional)

City

Boise

State

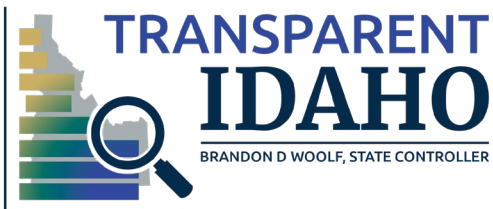
ID

ZIP/Postal Code

83720

1. Fill out all your contact information.

Please be sure to complete all relevant fields.



2. Click 'Next'

Next >

Revert

This is a welcome page outlining the reporting requirements for this year.

If you do not see this page, then you might be reporting for the wrong year. Make sure you select “2024” to complete this year’s submission.

Save Draft and Exit

If at any time you need to save to continue later, please just use the “Save Draft and Exit” button

Note
See slides at the end of the presentation to continue working on a draft submission.

Welcome to the 2024 Registry reporting year!

We appreciate all of your efforts in increasing financial transparency. To ensure these efforts continue, please confirm that you have the following documents ready in order to successfully complete your submission:

Approved Budget (fiscal year 2024)

----Items needed on the budget are: entity name, fiscal year, budget approval

----Budget approval can be anything your governing authority uses to demonstrate that it was approved for the fiscal year (examples are: ordinance, resolution, meeting minutes, signatures, stamp of approval, etc.)

Audit or Actuals (fiscal year 2023)

----Items needed on the audit/actuals are: entity name, fiscal year, revenues and expenditures

If applicable, Final Amended Budget (fiscal year 2023)

----Items needed on the amended budget are: entity name, fiscal year, amended budget approval

----Amended budget approval can be anything your governing authority uses to demonstrate that it was approved for the fiscal year (examples are: ordinance, resolution, meeting minutes, signatures, stamp of approval, etc.)

Annual Financial Transparency Report

----Please complete the tabs following the same fiscal years as reported in the current registry

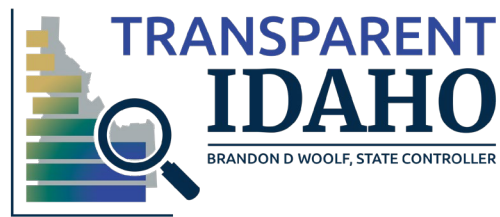
----Please complete the report in the Excel template provided

Budget Fiscal year 2024 Examples:

*** January 1, 2024 - December 31, 2024 *** October 1, 2023 - September 30, 2024 ***

Audit/Actuals Fiscal year 2023 Examples:

*** January 1, 2023 - December 31, 2023 *** October 1, 2022 - September 30, 2023 ***



★ Tips ★

Entity Information

Entity Name *

Rocky River Water District

Entity Type *

Water District

EIN ⓘ

82-0000001

Registry Year *

2024

Fiscal Year End Date (mm/dd) - Example: 09/30 * ⓘ

12/31

Entity Street Address *

500 Rock Rd

Entity City *

Rockland

Entity Zip Code *

83271

Are you a taxing or non-taxing district * ⓘ

Non-Taxing

If there is a * by the field name means it is a required field.

If there is a question mark ⓘ symbol by the field name hover over it for a tip about filling out the field.

A taxing district is any entity that levies taxes.

Are you a taxing or non-taxing district * ⓘ

< Back

Next >

Entity Information

Entity Name *

Rocky River Water District

Entity Type *

Water District ▼

EIN ⓘ

82-0000001

Registry Year *

2024 ▼

Fiscal Year End Date (mm/dd) - Example: 09/30 * ⓘ

12/31

Entity Street Address *

500 Rock Rd

Entity City *

Rockland ▼

Entity Zip Code *

83271

Are you a taxing or non-taxing district * ⓘ

Non-Taxing ▼

[< Back](#)

2. Click “Next”

[Next >](#)

1. Complete each field with the information for your entity.

Make your sure fiscal year end date is in this format mm/dd.

Service Area County(ies)

Please select all that apply.

Ada

☐

Bannock

☐

Benewah

☒

Blaine

☐

Bonner

☒

Boundary

☒

Camas

☐

Caribou

☐

Adams

☐

Bear Lake

☐

Bingham

☐

Boise

☐

Bonneville

☐

Butte

☐

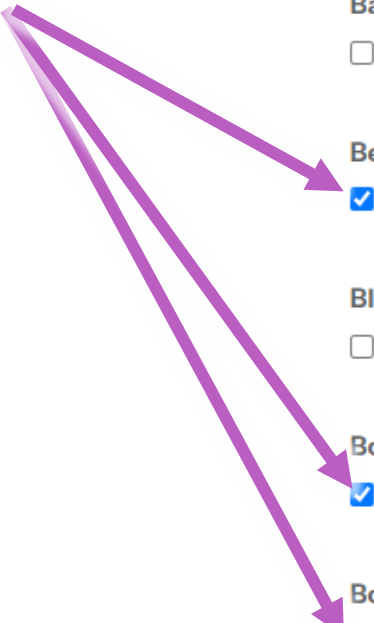
Canyon

☐

Cassia

☐

1. Click the checkbox(s) for the County(ies) your entity operates in.



2. Click “Next” at the bottom



Next >

Entity Foundations

Name of governing board member head or chairperson *

Chairperson R. Rock

Are they appointed or elected? *

Elected

Are they electors of a ... *

District

What is their length of term (number of years) * ?

2

Section of Idaho Code or ordinance that authorizes your entity establishment * ?

Idaho Code 42-3201

Who was the establishing entity *

Other

Year of establishment *

1958

[< Back](#)

2. Click "Next" [Next >](#)

1. Click “Add Additional Members to add information for your entity’s governing authority.

Step 5 of 11 ·

[Save Draft and Exit](#)

Additional Members *

Please add contact information for any additional commissioners, councilmen, board members, etc.

[Add Additional Members](#)

2. Add contact information for your entity’s leadership, board members, or commissioners.

****NOTE****

You must add at least 1 point of contact.

Additional Members

First and Last Name *	Email Address
<input type="text" value="Ripple Pond"/>	<input type="text" value="RPond@yahoo.com"/>
Phone Number	
<input type="text" value="208-222-2222"/>	

[Cancel](#)[Save](#)

3. Click “Save”

1. Click “Add Additional Members” to add any additional points of contact for your entity leadership.

Step 5 of 11 ·

[Save Draft and Exit](#)

Additional Members *

Please add contact information for any additional commissioners, councilmen, board members, etc.

First Name	Last Name	Email Address	...	
Ripple	Pond	RPond@yahoo.com	...	Edit Remove

[Add Additional Members](#)

2. Click “Edit” or “Remove” to make any changes

[< Back](#)

3. Click “Next”

[Next >](#)

1. Add Contact information for anyone else in your entity who may need to receive correspondence regarding the registry. Please make sure this is different than the primary contact.

Contact Information

Please add any additional points of contact for your entity.

Secondary Contact Information (Must be different than primary contact)

Secondary Contact (First and Last Name) *

Secondary Contact E-Mail Address *

Secondary Contact Phone Number

Additional Contact Information

Additional Contact (First and Last Name)

Additional Contact E-Mail Address

Additional Contact Phone Number

1. Enter your total approved revenues and expenditures for your FY2024 budget.

NOTE

Please do not use any special characters like commas or decimal points.

Step 8 of 12 ·

[Save Draft and Exit](#)

Financial Information - Approved Budget

Enter your approved budget information for your **fiscal year ending in 2024 (in effect as of January 1, 2024).**

Total approved revenues (Example - 13250) * ⓘ

Total approved expenditures (Example - 13250) *

[< Back](#)

2. Click "Next"

[Next >](#)

Financial Information - Prior Year Actuals/Audit

Enter your actuals information or audited information (if completed) for your **fiscal year ending in 2023 (in effect as of January 1, 2023)**.

Total actual revenues (Example - 725428) *

Total actual expenditures (Example - 634458) *

Was an audit completed for the fiscal year ? *

Type of audit *

Date of last audit completed * ⓘ

Do you have debt or bond obligations outstanding? *

[< Back](#)

4. Click "Next"

[Next >](#)

1. Click “Add Bonds or Debts”

NOTE

If you selected “No” in the previous step, this question will not pop up.

Step 9 of 12 ·

[Save Draft and Exit](#)

Bonds or Debts *

Please list out all bonds or debts

Add Bonds or Debts

2. Enter your bond or debt information

Bonds or Debts

Bond or Debt *

Debt

Total initial amount (dollars) of outstanding bond or debt (Example - 2580000) *

500000

Total current amount (dollars) of outstanding bond or debt (Example - 1630000) *

375450

Original term length (Years) *

15

Remaining term length (Years) *

10

Interest Rate (Example - 2.24) *

3.75

3. Click “Save”

Save

1. To add additional bond or debt information click “Add Bonds or Debts”

Bonds or Debts *

Please list out all bonds or debts

Bond or Debt	Total initial amount (dollars) of outstanding bond or debt (Example - 2580000)	Total current amount (dollars) of outstanding bond or debt (Example - 1630000)	...
Debt	500,000	375,450	<div>Edit</div> <div>Remove</div>

Add Bonds or Debts

2. Use these buttons to edit or remove bond or debt information if need be.

[< Back](#)

3. Click “Next”

Next >

1. Select ‘Yes’ or ‘No’ to indicate if you had a budget amendment for FY2023

2. If you answer “Yes” the field to fill out the final amended revenue and expenditure will appear. Enter that information in those fields.

Financial Information - Amended Budget

Did you have any amendments to your fiscal year ending in 2023 (in effect as of January 1, 2023) approved budget *

Yes

Enter your final amended budget information.

Final amended revenues (Example - 210650)

14500000

Final amended expenditures (Example - 210650)

14500000

[< Back](#)

3. Click “Next”

[Next >](#)

Certification

- I understand and it is my intent to conduct and process this application by electronic means, and providing my signature by electronic means below satisfies all legal effect and enforceability as required by applicable law.
- I understand that misrepresenting information to the State Controller of Idaho is a Felony, and I could be personally prosecuted for misrepresenting information on this form.
- I therefore, certify that all information submitted in this request is true and accurate.

Signature *

☐

Digital Signature

Full Legal Name

Rachel Grove

Cancel Sign

2. Type your name for a digital signature.

3. Click "Sign"

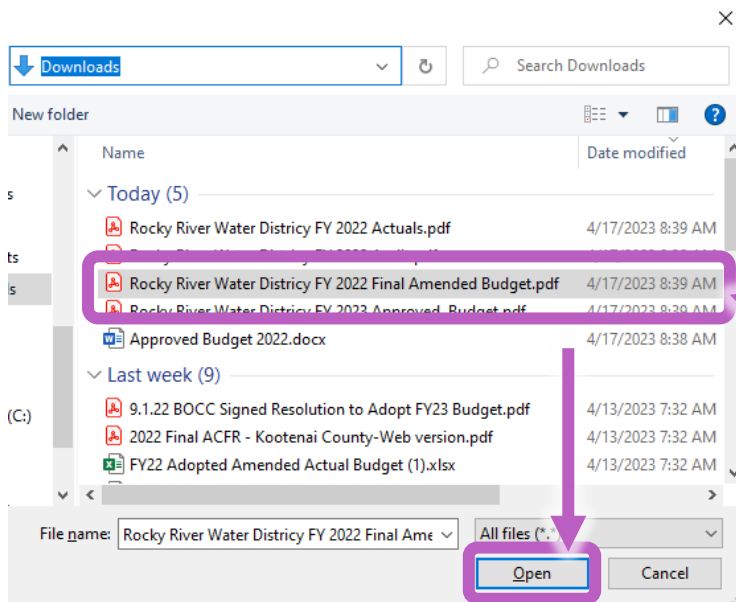
4. Click "Next"

Next >

Have a project #?

Step 12 of 12

Local Government Registry



Attachments

Include any additional files with your submission. Any box marked "Required" is required to submit your application. Please note the maximum allowed file size for any upload is 100 MB.

Attachment	File
Approved Budget Required <i>Please upload your fiscal year ending in 2023 approved budget here. Excel, PDF's and Word Documents Accepted</i>	Rocky River Water Distri... Uploaded on Apr 17, 2023 at 10:41 am Delete
Audit - Annual Required <i>If required please upload your fiscal year ending in 2022 completed audit here. Excel, PDF's and Word Documents Accepted</i>	Rocky River Water Distri... Uploaded on Apr 17, 2023 at 10:41 am Delete
Actuals <i>Please upload your fiscal year ending in 2022 actual revenues and expenditures documentation here. Excel, PDF's and Word Documents Accepted</i>	No file uploaded Upload
Final Amended Budget Required <i>Please upload your fiscal year ending in 2022 final amended budget here. Excel, PDF's and Word Documents Accepted</i>	No file uploaded Upload
Add attachment	

Save Draft and Exit

Upload all required attachments – if you don't have one of the attachments just click "Save Draft and Exit" and you can complete the submission later

1. To upload a document click "upload" and navigate to the file location.

2. After you have uploaded all required documents click "Next"

< Back

Next >

Confirm your submission

Please ensure you've filled everything completely and accurately, then click "Confirm and Submit" below.

1. Scroll through the information as entered to confirm you submission.

2. If you do need to make a change, simply use the "Edit" button to edit that section.

Contact Information

[Edit ...](#)

Rachel Grove

Email address

rgrove@sco.idaho.gov

Phone Number

208-334-3100 ext. 0

Mailing Address

700 W State St , Boise, ID 83720

Welcome to the 2024
Registry reporting
year!

[Edit ...](#)

Approved Budget (fiscal year 2024)

----Items needed on the budget are: entity name, fiscal year, budget approval

----Budget approval can be anything your governing authority uses to demonstrate that it was approved for the fiscal year (examples are: ordinance, resolution, meeting minutes, signatures, stamp of approval, etc.)

Audit or Actuals (fiscal year 2023)

----Items needed on the audit/actuals are: entity name, fiscal year, revenues and expenditures

If applicable, Final Amended Budget (fiscal year 2023)

----Items needed on the amended budget are: entity name, fiscal year, amended budget approval

----Amended budget approval can be anything your governing authority uses to demonstrate that it was approved for the fiscal year (examples are: ordinance,

Final Amended Budget Required

Please upload your fiscal year ending in 2022
final amended budget here. Excel, PDF's and
Word Documents Accepted

Rocky River Water Districry FY 2022 Final ...

Uploaded on Apr 17, 2023 at 10:53 am

I certify under possible penalty of perjury under the laws of this jurisdiction that the preceding information is true and correct.

[< Back](#)[Confirm and Submit >](#)


3. After you have reviewed all information click "Confirm and Submit"

You will be given the opportunity to add a message if there is anything you would like your reviewer to know.

1. Add a message or leave the field blank.

2. Click “Send Message”

SCO Review

 **In progress.** This step is in progress.

Your 2024 registry submission has been sent to SCO for review. The team will reach back out shortly with an update of your compliance status or if there are updates needed.


Message the reviewer

Please let us know if you need any other information.

Send Message


A confirmation will come up letting you know your submission review is in progress.

SCO Review

 **In progress.** This step is in progress.

Your 2024 registry submission has been sent to SCO for review. The team will reach back out shortly with an update of your compliance status or if there are updates needed.



 **Rachel**

May 28, 2024 at 4:47 pm

Please let us know if you need any other information.

Message the reviewer

Send Message

You will also receive an e-mail confirming that your submission has been received.

Once the team has reviewed your submission you will get notification that you are in compliance, or we will be in touch requesting additional information.

Application submitted [EXTERNAL]



State of Idaho <noreply@opengov.com>
To: Rachel Grove

[If there are problems with how this message is displayed, click here to view it in a web browser.](#)

[Phish Alert](#)

[Reply](#) [Reply All](#) [Forward](#) [More](#)

Tue 5/28/2024 12:07 PM

[+ Get more add-ins](#)



State of Idaho

Your application has been submitted successfully!

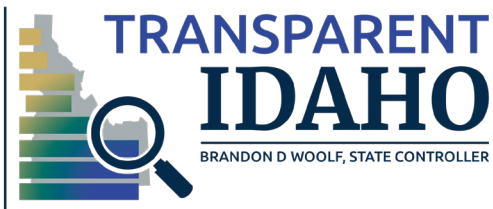
Type: 2024

Number: LGR-24-164

[View Details](#)



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How to access and complete a draft registry submission

State of Idaho

Search for something like "Local Government Registry "

Discover Online Services

Choose below to browse services by department



Local Government Registry

Local Government Registry

[Explore](#)



← Back Home

Dashboard

Messages

Profile

Your Records

Applications

Projects

Permits & Docs

Payments

Inspections



Tina Fuller

tfuller@sco.idaho.gov

Messages



Rachel Grove

Apr 17, 2023 at 10:06 am

Well Rip, you are indeed compliant.

SCO Review - Local Government Registry LGR-23-22

[View All](#)

Applications



Local Government Registry

Draft

[View All](#)

Under the Applications section, click on the item that shows as “Draft”.

If you don't see the draft you think you should click “View All”.

Have a project #?

Step 1 of 11 ·

[Save Draft and Exit](#)

Local Government Registry

Confirm your contact information

Ensure your contact information is up-to-date so that we can get in touch with you if needed.

First Name

Tina

Last Name

Fuller

Email address

tfuller@sco.idaho.gov

Phone Number

208-332-8867

Address 1

700 W State St

Address 2 (Optional)

Suite 500

City

Boise

State

ID

ZIP/Postal Code

83720

[Next >](#)

You are now back in your application. You can resume working on your submission.