

AGENDA ITEM SUMMARY

DATE: 09/15/2014

DEPARTMENT: Library

DEPT. HEAD SIGNATURE: _____

SUBJECT:

Resignation Letter of Hailey Public Library Trustee Grethen Kafka and Library Director's report for month of July 2014.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

- | | | |
|---|--|---|
| <input type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Benefits Committee |
| <input type="checkbox"/> City Attorney | <input type="checkbox"/> Mayor | <input type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input type="checkbox"/> Police | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Engineer | <input type="checkbox"/> Public Works, Parks | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | <input type="checkbox"/> _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Information only, no council action required.

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record
Copies (all info.):
Instrument # _____

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Copies (AIS only)

June 18, 2014

To Hailey City Council:

I, Gretchen Kafka, hereby submit my resignation as a board member of the Hailey Public Library Board of Directors effective September 2014. This has been a wonderful opportunity in which I am grateful.

Thank you,

Gretchen Kafka

**DIRECTOR'S REPORT FOR THE HAILEY PUBLIC LIBRARY
FOR THE MONTH OF JULY 2014**

Statistics Report	Current Month	Last Year 2013	% change	Notes
Patron visits	7668	8470	-9.47	
Circulation checkout	7405	7924	-6.55	
Circulation checkin	7114	7831	-9.16	
Total new patrons	59	100	-41.00	Summer Reading registration in June.
Computer Users	1249	1260	-0.87	
Total Patrons	5305	5320	-0.28	
Items added	292	292	0	
Items deleted	55	41	34.15	
Ebook circulation	202	103	96.12	Wow!
Email contacts	2557	1791	42.77	
Website hits	1169	1197	-2.34	
TumbleBooks	26	22	18.18	
Mallory website hits	834	871	-4.25	
Facebook 'Likes'	247	207	19.32	
Money Collected				
Book Fines	\$655.00	\$577.75		
Debt Collections Fees	30.00	0.00		
Lost Books	150.44	91.00		
Paid Memberships	457.54	389.13		
Printing charges	273.88	333.92		
Over/Under	22.64	3.65		
Lost card replacement	5.00	4.00		
Total Income	\$1594.50	\$1399.45	13.94	

Programs:

- Three Story Time programs were offered in July. Thirty-two kids and twenty-one adults were in attendance. Topics included oceans, zoos and robots. Next month, this program will take a mini summer vacation so that staff can get caught up before school starts.
- Four TnT programs were held with 20 youth participating.
- Two Writer's Camp groups performed a scavenger hunt and writing exercise within the library. A total of 18 were in attendance.

- Susan Fierman brought 13 people to the Advocates' Skills for Success program.
- Ridley Pearson and Dave Barry presented on "How Libraries have Helped Me Become What I Am Today" at the CSI Theater with approximately 275 people-all ages, primarily adults. Attendees were welcomed to buy books from Sarah from Iconoclast and have the books signed by Ridley and Dave, with pictures. This was well-attended by an enthusiastic audience with raves still coming in here at HPL by attendees. Before the 6pm event at the CSI Theater, we invited our patrons to bring in their favorite Pearson and/or Barry book for an autograph. Approximately 50 individuals attended. TOTAL: 325
- As part of the Smithsonian's Hometown Teams event, the kickoff was July 29 and in spite of pouring rain and the last minute cancellation of the main speaker, Kevin Marsh, from the Idaho Humanities Council, approximately 40 people attended. Kevin Marsh will speak at HPL in August to continue Hometown Teams theme.
- Another tie-in with the Hometown Teams event, July 31, HPL hosted Dick Fosbury, 1968 Gold Medal Olympian presenting on "How Sports and Libraries Have Helped Me Become the Man I Am Today". 15 attendees.

ICfL:

- Congratulations to ICfL Consultant Kevin Tomlinson, who was recently elected to the Association for Rural & Small Libraries (ARSL) Board of Directors! Kevin will begin his new position at the annual conference in Tacoma, Washington in September.

City:

- I met with Chief Aberbach and Robin Stellers from Blaine County Emergency Communications to discuss the Recovers site and next steps. A volunteer through the fire department is interested in helping with the site. I will be in contact with her.

Staff:

- I attended the first face to face meeting with the Leadership Advisory Group. It was an interactive meeting and we continue to work on standards and resources for the state. The next meeting will be held online.
- I also attended the LEPC meeting to see the unveiling of a new emergency services website where all emergency information will be shared including the Recovers logo and information. This was also presented to the county commissioners and city councils. It will be a good tool in the event of an emergency.

Technology:

- The consortium has been looking at a new service called Zinio which offers magazines in a digital format. There is a platform fee that would be reduced if many libraries participate. It is a good service but after speaking with the Ebsco representative, I am more interested in Flipster as there is no platform fee. I have a trial subscription now and will determine how to move forward after the preview period.
- Mike Holst has been working with Boise Public Library to try a new connection with Boise. So far, it is super slow. He is still working on it.

LYNX:

- A request for potential membership by the Middleton Public Library has been submitted and discussion on this will be added as an agenda topic for the Sept. Director's meeting. More information will be forthcoming after that meeting.

Development:

- The monthly meeting of MVLS (Magic Valley Library Systems) meeting was held at the Hailey Public Library. Fourteen librarians from around the area enjoyed a discussion on website design from ICfL staff members. Mike Holst was the host for this event.

Building:

- With all of the monsoonal rain, it was discovered that there is a leak along the south wall behind the circulation desk. Kelly Schwarz was contacted concerning it as Mariel Platt is out of town. It should be addressed before the winter snow season.
- The carpets within the library will need to be cleaned. Many spots and stains are showing. This will help to preserve the life of the carpet.

LeAnn Gelskey

Director

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AGENDA ITEM SUMMARY

DATE: 09/15/2014 DEPARTMENT: PW DEPT. HEAD SIGNATURE: __MP__

SUBJECT: Results of Utility Service Associates Leak Detection work done in July.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The city paid Utility Service Associates to survey the city's water infrastructure for leaks. In total, nine miles (20% the entire system) of infrastructure was surveyed; primarily in old Hailey and the downtown core. The survey indicated two leaks on the main line and eight on fire hydrants.

The water division has since fixed both of the leaks on the main line and has made progress on the fire hydrants (approximately half have been fixed).

The total gallons saved from fixing these leaks will be over 2 million a month.

See attached summary for more information.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

<input checked="" type="checkbox"/> City Attorney	<input type="checkbox"/> Clerk / Finance Director	<input type="checkbox"/> Engineer	<input type="checkbox"/> Building
<input type="checkbox"/> Library	<input type="checkbox"/> Planning	<input type="checkbox"/> Fire Dept.	<input checked="" type="checkbox"/> Water
<input type="checkbox"/> Safety Committee	<input type="checkbox"/> P & Z Commission	<input type="checkbox"/> Police	_____
<input type="checkbox"/> Streets	<input checked="" type="checkbox"/> Public Works	<input type="checkbox"/> Mayor	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

N/A

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record
Copies (all info.): _____
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LEAK DETECTION EXECUTIVE SUMMARY

From July 14, 2014 through July 16, 2014, USA performed a leak survey for City of Hailey, ID. Our Leak Consultant, Greg Hagen, used and appreciated the information provided by Jim Savage to expedite and provide an accurate survey. The tables below detail the information gathered.

Time Spent on Project

Surveying:	13.67 Hr
Pinpointing:	7.42 Hr
Other Time:	1.91 Hr
Total Time:	23 Hr

Total Areas Surveyed

Total Distance in Miles	9
Total Distance in feet	47,520

The mileage was estimated by the consultant and may not match maps.

Access Points Contacted

Hydrants	71
Valves	196
Services	7
Other	2
Total	276

Leak Type Noises Detected

Hydrants	8
Valves	6
Services	1
Other	0
Total	15

Leaks Pinpointed

Main	2
Valve	0
Hydrant	8
Service Line	0
Service Connection	0
Curbstop	0
Meter	0
Total	10

Total Water Loss Identified

Gallons Per Minute (GPM):	47.5
Gallons Per Day:	68,400
Gallons Per Month:	2,080,500
Gallons Per Year:	24,966,000

Unidentified Water Loss

Faulty Meters	0
Unidentified Leaks	0
Possible Consumer Side Leaks	2

This project was divided into two phases; the survey phase and the pinpointing phase. The following pages outline exactly how those two phases progressed and the results of each. Any leaks pinpointed will be detailed in the attached Leak Reports.

AGENDA ITEM SUMMARY

DATE: 09/15/2014

DEPARTMENT: Admin

DEPT. HEAD SIGNATURE: HD

SUBJECT:

Administrative response to Friedman Memorial Airport's request to allow limited time extensions beyond 7:00 p.m. for concrete construction activities for runway safety area construction project

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _HMC 9.04_
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

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Heather Dawson

From: Heather Dawson
Sent: Tuesday, September 09, 2014 4:16 PM
To: 'Rick Baird'
Cc: Ron Fairfax; April Dieter
Subject: RE: Runway Safety Area Implementation project 5.

Hello Rick –

Please proceed with the construction as described below. We are allowed, under Hailey Municipal Code Section 9.04.030, to grant administrative waivers such as you have described when it is for the public good, as is the case here.

Heather Dawson
Hailey City Administrator

From: Rick Baird [<mailto:Rick@flyfma.com>]
Sent: Tuesday, September 09, 2014 3:50 PM
To: Heather Dawson
Cc: Ron Fairfax; April Dieter
Subject: Runway Safety Area Implementation project 5.

Hi Heather:

As you know, Friedman Memorial Airport (FMA) has embarked on a project designed to implement Runway Safety Area improvements in compliance with FAA standards. Work on this project, which commenced Fall of 2013, is scheduled for completion by Fall of 2015. The Airport had a very busy and aggressive construction schedule that has begun and will continue to completion. We appreciate the City's help keeping the project on schedule and on budget. Work resumed two weeks ago and I just returned from a weekly construction meeting. Part of the construction discussion was related to concrete. During this project, the Airport is rebuilding the apron just north of the passenger terminal. This apron will be the eventual home of all commercial air carrier operations. The apron will be constructed with concrete as a final product, rather than asphalt.

In the construction meeting this morning, I learned that concrete will be poured for approximately an 11 day period of time, scheduled to begin September 17. Concrete will actually be poured each day between 7:00 am and 1:00 pm (8:00 am – Saturdays no concrete work on Sundays.) The cement must then cure till about 5:00pm. I am told at that time "green cutting" will begin. During this process, cuts are sawed in the concrete to prevent uncontrolled and unacceptable cracking. I am told that this process will take about two hours each day. If that is the case, the project should remain within the construction hours allowed by Hailey Municipal Code. The problem is this schedule is aggressive and based on ideal circumstances. Temperature, wind, humidity, equipment breakdowns and other factors can impact the schedule. I am told that the "green cutting" is completed with a piece of equipment powered by an engine about the size of a lawn tractor and that the cutting blades makes a whining noise. I am also told that this noise can only be heard for short distances. Since no residential areas are in the immediate vicinity of this work area, the impact of noise beyond 7:00 pm, should that be necessary, will be minimal. No equipment like vibrating rollers or jackhammers will be used if "green cutting" must take place after 7:00 pm.

The contractor fully intends and expects to do everything possible to be finished by 7:00 pm. If, due to environmental factors such as those I've described, the "green cutting" is not complete at 7:00 pm, the contractor cannot stop and restart the next day. To not finish the task would mean removal of tons of expensive concrete.

I am therefore requesting that the City of Hailey allow this activity to take place when necessary. Airport Staff, Engineers and Contractors will be diligent to in a best effort complete this work each day by 7:00 pm unless circumstances dictate an unexpected extension or necessary time required in order to saving the concrete work completed earlier that day.

Thank you, Rick.

Best Regards,



AGENDA ITEM SUMMARY

DATE: 09/15/2014

DEPARTMENT: Admin

DEPT. HEAD SIGNATURE: HD

SUBJECT:

Administrator's report on upcoming III-A Agenda for September 16, 2014 III-A Board of Trustees Meeting

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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<input type="checkbox"/> Engineer	<input type="checkbox"/> Public Works, Parks	<input type="checkbox"/> _____
<input type="checkbox"/> Fire Dept.	<input type="checkbox"/> P & Z Commission	<input type="checkbox"/> _____

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Idaho Independent Intergovernmental Authority

Agenda – III-A Board of Trustees Meeting

Date/Time: Tuesday, September 16, 2014 - 11:00 a.m.

Location: Moore, Smith, Buxton & Turcke
950 West Bannock, Boise, ID - 2nd Floor Conference Room

Chairman, Rick Watkins - Call to Order, Introductions & Agenda Revisions

1. Minutes
 - The Minutes of the June 18 and July 22, 2014 Board meetings are presented for approval.
2. Acceptance of Financial Report - Jacob Catmull of Evans, Poulsen & Catmull
 - Jacob will present the August 2014 III-A Financial Reports for acceptance. Jacob will be present at the Board meeting and respond to questions.
 - Jacob and Robert Schmidt, Milliman Actuary will report on IBNR/IBNP and meeting with DOI.
3. Approve PY2014-2015 Budget
 - Jacob Catmull will present the draft PY2014-2015 Budget for approval.
4. Approve Contract with Condie Stoker & Associates for Annual Audit
 - Our fiscal year end is fast approaching, and the III-A must perform an annual audit per DOI rules. Jacob has requested a proposal from Condie Stoker & Associate, the same auditor as last fiscal year.

Closed Session

Executive Session I.C. 67-2345(1)(b) and/or (f). To discuss Personnel or Independent Contractor matters and to discuss imminent or pending litigation.

Open Session

5. Discussion and Action on Contract for Actuarial Services
 - Amy Manning, Program Manager, will discuss the contract submitted by Milliman and present her recommendation for Board action.
6. Presentation by Blue Cross of Idaho
 - Dennis Warren, Major Account Sales Vice President at Blue Cross of Idaho, has requested an opportunity to make a presentation to the Board of Trustees.
7. Discussion and action regarding TPA Services
 - Amy Manning, will report to the Board on the Committee's activities relative to soliciting bids for TPA services and present her recommendation for Board action.
8. Moreton Financial Presentation
 - Jacob Catmull will introduce a representative from Moreton Financial who will present Moreton's plan for a comprehensive long-term investment solution. Included will be options for III-A returns over a 1 year, 5 year, and 10 year period. Incorporated will be protection from deposit risk, since the III-A would be diversified in many different investments.

9. Approval of Stop Loss Renewal
 - Charlynn Harless, Consultant, will present the 2014-2015 Stop Loss Renewal Policy for Board approval.
10. Approval of Investment Policy
 - Susan Buxton, Attorney, will review the recommended Investment Policy for approval by the Board.
11. Approval of Service Agreement with Mountain View Hospital for Flu Vaccinations
 - Amy Manning will present her recommendation on a proposal submitted by Mountain View Hospital to provide annual Flu Vaccinations for Board approval.
12. Approval of Website Domain Fee
 - Amy Manning and Mark Mitton will report on the status of the development of the III-A Website and present their recommendation for payment of the domain fee.
13. Approval of 2014-2015 Annual Operating Calendar
 - Charlynn Harless, Consultant, will present the 2014-2015 Operating Calendar for Board approval.
14. Report on Open Enrollment
 - Amy Manning will report on the plan changes implemented during this year's open enrollment.
 - Charlynn Harless will report on the status of distribution of new plans' Plan Documents, SBCs and benefit summaries.
15. Plan Performance Report
 - Charlynn Harless will review the August performance report distributed with the agenda.
16. Public and Board Member Comments
17. Next Meeting: Thursday, October 9th at 11:00 a.m. at the Ammon City Hall
18. Adjourn

Agenda is posted at the:

950 W. Bannock, Suite 520, Boise, ID 83702

AGENDA ITEM SUMMARY

DATE: 09/15/2014

DEPARTMENT: Admin

DEPT. HEAD SIGNATURE: HD

SUBJECT:

Draft October 6, 2014 City Council Agenda

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

- | | | |
|---|--|---|
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RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

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City Clerk _____

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**AGENDA OF THE
HAILEY CITY COUNCIL MEETING
Monday October 6, 2014 * Hailey City Hall Meeting Room**

5:30 p.m. CALL TO ORDER - Open Session for Public Concerns

CONSENT AGENDA:

- CA 000 Grant Applications
- CA 000 Motion to approve Resolution 2014-____, approving Settlement Agreement Amendment with Knife River for Woodside Boulevard Project chip seal work to occur between June 15 and July 31, 2015
- CA 000 Motion to approve Resolution 2014-____ authorizing city officials to sign Lease Agreement with New Deer Creek Ranch for snow storage.....
- CA 000 Motion to adopt Resolution 2014-____, approving an Interlocal Agreement between the Cities of Ketchum and Hailey for annual tree maintenance and a survey of 500 trees in each community.....
- CA 000 Motion to approve Resolution 2014-____, authorizing impound vehicle contract with Campeau Enterprises dba Advanced Towing through October 31, 2015
- CA 000 Motion to approve bid for Fox Building repair and authorize contract for services with Conrad Brothers Construction
- CA 000 Special Events
- CA 000 Findings of Fact and Ordinance Summaries
- CA 000 Motion to approve minutes of December 16, 2013 and to suspend reading of them.....
- CA 000 Motion to approve claims for expenses incurred during the month of December, 2013, and claims for expenses due by contract in January, 2014

MAYOR'S REMARKS:

MR 000

PROCLAMATIONS & PRESENTATIONS:

PP 000

APPOINTMENTS & AWARDS

AA 000 Library Board appointments: reappointment of Ron Hayes term expiring 9/2014 and appointment to fill Gretchen Kafka's vacated seat.....

PUBLIC HEARING:

- PH 000 Airport discussion.....
- PH 000 Public Hearing and consideration of an amendment to Title 15 of the Hailey Municipal Code, Buildings and Construction, by amending Section 15.08.020 to require a Class C Roof Assemble for all roofs, to prohibit cedar shake and all wood based roof coverings, to amend construction standards for Roof Valleys, to amend construction standards for Unenclosed Underfloor Protection, and to amend construction standards for Gutters and Downspouts.....

NEW BUSINESS:

NB 000

OLD BUSINESS:

OB 000 3rd Reading of Ordinance 1160 – Fireworks restrictions

WORKSHOP:

Staff Reports Council Reports Mayor's Reports
SR 000

EXECUTIVE SESSION:

Matters & Motions from Executive Session or Workshop