

**AGENDA OF THE SPECIAL
HAILEY CITY COUNCIL MEETING
Monday February 9, 2015 * Hailey City Hall Meeting Room**

***Amended Agenda Item**

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

CONSENT AGENDA:

CA 033	Motion to ratify letter of intent to apply to Steele Reeves Foundation for \$44,000 in grant funds toward \$60,000 in park projects for Balmoral Park, including shade structures, picnic tables, restroom (moved from Skatepark as match) west boundary fence, trees, shrubs, benches, trash receptacles and dog stations	1
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AGENDA ITEM SUMMARY

DATE: 2/9/2015

DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: MP

SUBJECT: Steele-Reese Foundation Letter of Inquiry – Funding for Balmoral Park Improvements

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Staff has submitted a Letter of Inquiry (LOI) to the Steele-Reese Foundation. The LOI requests foundation consideration of funding for Balmoral Park improvements. The second step in the process is submission of a full application, upon invitation by the foundation. Both the LOI and full application are done completely online. The deadline for the LOI was February 2, 2015. Full applications would be due in March 2015 and funding would be available in September 2015.

Improvements listed in the LOI include a shade structure, picnic tables, restroom facility (move existing), chain-link fence on the west boundary, trees and benches along the fence, a drinking fountain, and rubbish and dog waste receptacles.

The amount of the request is \$44,000. The total estimated project costs are \$60,000.

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to ratify the Letter of Intent.

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

FOLLOW-UP:

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

*Additional/Exceptional Originals to: _____
Copies (AIS only)

Balmoral Park Improvements

2015 Idaho & Montana Grant Application

City of Hailey

115 South Main St.
Suite H
Hailey, ID 83333

O: 208-788-4221 ext. 26
F: 208-788-2924

Ms. Tracy Anderson

115 South Main St.
Suite H
Hailey, ID 83333

tracy.anderson@haileycityhall.org
O: 208-788-4221 ext. 26
F: 208-788-2924

LOI Form

Report Fields

Project Name*

Name of Project

Balmoral Park Improvements

Question Group

Organization Details

What is the official name of your organization as registered with the IRS, or the name of your governmental entity (if applicable)? *

City of Hailey

What year was your organization established? *

1881

What is your mission? *

The mission of the Hailey Parks & Lands Board – a city-appointed advisory board – is to provide diverse recreation opportunities within walking distance for the greatest number of Hailey residents; provide 10 acres of park space per 1000 residents; and provide a trail network that connects and encircles our community. The City of Hailey considers parks and trails to be such a vibrant and essential component of our community that we require them of new development.

In what year did your current Executive Director/President begin work in this position? If there is no paid staff, in what year did the person responsible for leading the organization begin in this role?*

2012

How much is your total annual organizational budget?*

17,000,000

What geographic region(s) does your organization serve?*

The City of Hailey serves the citizens within its boundaries. However, within Blaine County, Hailey parks are the destination of choice for many families. Our parks are the most sought after in the county for birthday parties, weddings and baptisms; family and school reunions; athletics; and holiday celebrations and concerts. Our parks are used on a daily basis by Hailey citizens from all walks of life. In this rural area, parks are prized by Hailey citizens and by others throughout the region.

What population(s) does your organization serve?*

The City of Hailey, population 7,960, is diverse. Marked characteristics include: 28% Latino/Hispanic population; full spectrum of economic backgrounds, from economically disadvantaged to wealthy; well-educated, with 37% of those 25 years of age or older holding Bachelor's degrees; 28% of residents under 18 years of age. The project proposed in this letter of inquiry targets an underserved segment of our population – the economically disadvantaged and the Latino/Hispanic populations.

What is the central challenge(s) your organization works to address?*

The central challenge is providing adequate park amenities in a time of competing budgetary needs. Repair failing roads or provide a park restroom? Repair crumbling sidewalks or provide a park picnic shelter? Hailey works with citizens to create and maintain a system of parks, recreational facilities, trails, green spaces and natural lands for the community. For many years, the city has required new developments to either provide park spaces or pay in-lieu fees, which were then used for park development. This system worked well when development was strong in our city. But since 2008, development has been at a standstill. The city budgets maintenance funds annually for parks, but these funds are below the ideal minimums, and are often inadequate. For fiscal year 2015, the maintenance budget is \$32,000 and the park improvement/capital budget is \$48,000. The majority of this \$48,000 is already allocated to other projects; the Balmoral improvements are largely unbudgeted.

What impact(s) has your organization had on this challenge(s) to date? *

Since 1997, the city has made great strides in park development in the city. Accomplishments include: 10 new neighborhood parks; 26.85 new park acres; 2 miles separated asphalt bike paths; 2.8 mile community trail; and an outdoor arena and expanded skateboard park. Most of these accomplishments were achieved prior to 2008. A strong commitment to city parks, and the requirement of new developments to provide parks or in-lieu fees, played a large role in the city's accomplishments. Grants also played a significant role, though there are fewer grant opportunities available in the current economic climate. The city also contributed significantly to these accomplishments, but no longer has the budgetary capability to do so. The improvements were paid for by \$455,000 in grants and gifts; \$611,000 in developer contributions; \$434,000 in city contributions; and a \$3.5 million general obligation bond (for the new outdoor arena, the only significant park development since 2008).

Proposed Project For Which You Seek Support

Briefly summarize the purpose of the project.*

Balmoral Park is used for soccer primarily by the Hispanic/Latino community and by the Hunger Coalition last summer to provide 1,450 sack lunches to children. 42% of students in the school district qualify for free or reduced-price meals. In order to fill the void left during the summer months, the coalition partners with the school district to offer free meals to children.

Balmoral Park was initially installed in 2003; it is adjacent to the largest government-subsidized affordable housing in Blaine County. The 2.4 acre park consists of only a large field, rough parking area, and a half-court basketball court. The new improvements would be the first ever completed in the park.

The proposed improvements include a large group pre-fabricated shade structure, picnic tables to go underneath the structure, a pre-fabricated restroom facility, a chain-link fence along the west boundary of the park, trees and benches along the fence, a drinking fountain and rubbish and dog waste receptacles.

Briefly describe your strategy(ies) for accomplishing this work. *

Because of the costs associated with the improvements, the city would plan to accomplish the project in two phases, over two years. Phase 1 (commence September 2015) would consist of the pre-fabricated shade structure, moving an existing pre-fabricated restroom to the site, 12 picnic tables, a drinking fountain, 2

rubbish receptacles and a dog waste receptacle. Phase 2 (summer 2016) would include the chain-link fence, the trees and benches, and 2 additional rubbish receptacles.

The city would follow the typical capital improvement process wherein quotes/bids would be requested for the various components of the work. On the ground, the work would likely be done primarily by city crews, with specialty contractors used for the items outside the city's expertise.

What impact will the successful completion of this project have? *

The impact of the project will be: 1) an overall improved park atmosphere adjacent to the Balmoral community; 2) an improved athletic field venue, for both current and future athletes and spectators, 3) a desirable shade/picnic venue, for both the Hunger Coalition's needs and the needs of other community members, and 4) increased civic pride and sense of community in the targeted underserved population.

Proposed Grant Amount

The Steele-Reese Foundation's minimum grant is \$5,000. We rarely make grants in excess of \$50,000 for a single year. We occasionally make multi-year grants. If you intend to request a multi-year grant, include the total cost for all years in your response.

What is the total cost of this project?*

60,000

What amount would you like to request from the Foundation? *

44,000

What budget item(s) or activities would Foundation funds support?*

In Phase 1, approximately \$19,000 in foundation funds would support the prefab shade structure and 12 picnic tables. The city would fund the electrical, plumbing and foundation work required to relocate the existing pre-fabricated restroom; the drinking fountain, the rubbish receptacles and a dog waste receptacle at an approximate cost of \$16,000. In Phase 2, approximately \$25,000 in foundation funds would support the trees, benches, rubbish receptacles, and the chain link fence.

If your request is for a capital/building project, what percentage of total funds needed are in hand or committed at this time?

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Thank you for your inquiry and the opportunity to learn about your work.

[Click here to Return to Agenda](#)

AGENDA ITEM SUMMARY

DATE: 01/28/2015 **DEPARTMENT:** Library **DEPT. HEAD SIGNATURE:** LeAnn Gelskey

SUBJECT

Grant application submitted and awarded to the library.

AUTHORITY: ID Code IAR _____ City Ordinance/Code _____

BACKGROUND:

The Idaho Commission for Libraries (ICfL) is the administrator of the Financial Industry Regulatory Authority (FINRA) Investor Education Foundation Grant #2013-L-12, awarded 12/23/13. FINRA Foundation funds will be used to implement this project. The ICfL partnered with Hailey Public Library (as well as nine other libraries in an eight county region in south-central Idaho in which over 50% of the residents have income below 200% poverty Level). The Statement of Purpose of this grant include: promoting financial literacy within each library's community by providing the necessary materials and training to determine each community's financial literacy needs and provide the resources and training to meet those needs.

The project has three primary goals:

- *Increase the ability of library staff to meet the financial literacy needs of their community;
- *Increase the ability of economically disadvantaged Idaho residents to make sound financial decisions;
- *Enhance participation in financial literacy public library activities using outreach strategies.

To fulfill these goals, participating partners, (including Hailey Public Library) will received training, resources, and support for the duration of the project, March 1, 2014-February 28, 2016.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # 1004541549 (Special Projects/Grants) YTD Line Item Balance
\$ _____

The initial award amount is \$2,190 which has already been used to purchase financial literacy materials for our collection. The library budget line item used is 1004541535—Capital Outlay Books.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

___ City Attorney	___ Clerk / Finance Director	___ Engineer	___ Mayor
___ P & Z Commission	___ Parks & Lands Board	___ Public Works	___ Other

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Propose to ratify and accept the grant award in the amount of \$2,190.

FOLLOW UP NOTES:

[Click here to Return to Agenda](#)

AGENDA ITEM SUMMARY

DATE: 02/09/15

DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: MP

SUBJECT: Wastewater Facility Plan Reimbursement request.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

In 2009 the city received a grant for a wastewater facility plan. The remaining grant funds available to the city are \$15,002. Staff has identified that we are still eligible for reimbursement and have attached the request for the Mayor to sign.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

<input checked="" type="checkbox"/> City Administrator	<input type="checkbox"/> Library	<input type="checkbox"/> Benefits Committee
<input checked="" 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 checked="" type="checkbox"/> Wastewater
<input type="checkbox"/> Engineer	<input checked="" type="checkbox"/> Public Works	<input type="checkbox"/> _____
<input type="checkbox"/> Fire Dept.	<input type="checkbox"/> P & Z Commission	<input type="checkbox"/> _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to authorize the Mayor to sign DEQ's request for reimbursement.

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record

*Additional/Exceptional Originals to: _____

Copies (all info.):

Copies (AIS only)

Instrument # _____

STATE OF IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY					
OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR GRANT PROGRAMS	1. TYPE OF REQUEST <div style="display: flex; justify-content: space-around;">FinalPartial</div>				
2. GRANT IDENTIFYING NUMBER WWG 313-2007-6	3. PARTIAL PAYMENT REQUEST NO.				
4. PERIOD COVERED BY THIS REQUEST FROM: (month, day, year) 5/2/2009 TO: (month, day, year) 1/31/2013					
5. RECIPIENT ORGANIZATION Name: The City of Hailey Address: 115 Main St S. Hailey, ID 83333	6. PAYEE (if different than item no. 5) Name: Address:				
STATUS OF FUNDS					
7. CLASSIFICATION	Eligible Cost	Previous Periods	This Period	Total	Comments
a. Administrative expense				\$0	
b. Engineering fees	\$210,000	\$179,976	\$30,003	\$209,979	
c. Miscellaneous costs				\$0	
d. Total cumulative cost (a thru c)	\$210,000	\$179,976	\$30,003	\$209,979	
e. State share to date (50%)		\$89,988	\$15,002	\$104,990	
f. State payments previously requested				\$89,988	
g. Amount requested for reimbursement				\$15,002	
h. Percentage of physical completion				100%	
8. CERTIFICATION					
I certify that to the best of my knowledge and belief, the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the state share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the award.	a. Recipient	SIGNATURE OF CERTIFYING OFFICIAL			
		DATE			
		NAME, TITLE & TELEPHONE NO. Fritz Haemmerle, Mayor, 208-788-4221			
	b. Consultant certifying to line 7h.	SIGNATURE OF CERTIFYING CONSULTANT			
		DATE 1/26/13			
		NAME, TITLE & TELEPHONE NO. Jeremy Williams, Project Manager, 801-233-2500			
_____ DEQ PROJECT OFFICER			_____ DATE		

[Click here to Return to Agenda](#)

AGENDA ITEM SUMMARY

DATE: 02/09/15

DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: MP

SUBJECT:

Motion to approve Resolution 2015-⁰³ authorizing an extension of services with Carollo Engineers to complete the Wastewater Facility Plan EID (Task Order 2015-01) and update capital costs to reflect 2015 estimates for a not to exceed amount of \$6,308.

AUTHORITY: ID Code ~~67-2005(b)~~ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The contract is time and materials, not to exceed \$6,308. A portion of this cost is to update capital needs identified in the plan.

DEQ has approved the City's most recent public comment and NEPA compliance procedures pertaining to the city's adoption of the wastewater master plan and preferred alternative to future treatment. We are now waiting for US Fish and Wildlife to review the document before DEQ and Carollo can finalize it. A detailed scope of work is attached.

The work that remains to be completed is a result of having to redo the public outreach effort and incorporate new comments that followed.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve Resolution 2015-⁰³ authorizing an extension of services with Carollo Engineers to complete the Wastewater Facility Plan EID (Task Order 2015-01) and update capital costs to reflect 2015 estimates for a not to exceed amount of \$6,308.

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

FOLLOW-UP:

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

*Additional/Exceptional Originals to: _____
Copies (AIS only)

**CITY OF HAILEY
RESOLUTION NO. 2015-03**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE EXECUTION OF A TASK ORDER 2015-01 WITH
CAROLLO ENGINEERS, FOR WASTEWATER FACILITY MASTER PLAN EID FOR
A NOT TO EXCEED AMOUNT OF \$6,308.**

WHEREAS, the City of Hailey desires to enter into an agreement with CAROLLO ENGINEERS under which CAROLLO ENGINEERS will Update the Wastewater Master Plan for a not-to-exceed amount of \$6,308.

WHEREAS, the City of Hailey and CAROLLO ENGINEERS have agreed to the terms and conditions of the Task Order 2015-01, a copy of which is attached hereto,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the Task Order 2015-01, between the City of Hailey and CAROLLO ENGINEERS and that the Mayor is authorized to execute the attached Agreement,

Passed this 9th day of February, 2015.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk



January 26, 2015

City of Hailey
115 Main Street South, Suite H
Hailey, ID 83333

Attention: Ms. Mariel Platt, Public Works Director

Subject: City of Hailey Woodside WWTP Wastewater Facility Plan EID

Dear Ms. Platt:

We propose to render professional engineering services in connection with the City of Hailey Woodside WWTP Wastewater Facility Plan EID (hereinafter called the Project).

Carollo Engineers, Inc., (ENGINEER) asserts that it possesses the qualifications to perform the necessary professional services in connection with the Project and will be responsible to the level of competency maintained by engineers under the same or similar circumstances.

ENGINEER shall provide professional engineering services in all phases of the Project to which this Agreement applies. The services furnished by the ENGINEER will be defined by Task Order 2015-01 which will set forth the ENGINEER's Services, Time of Performance, and Payment.

We would expect to start our services promptly after receipt of your acceptance of this proposal and to complete our services by February 27, 2015. If we encounter delays for reasons beyond our control, an equitable adjustment of our compensation will be negotiated.

This proposal, the provisions contained in the Schedule of Payment and Conditions and Task Orders attached hereto represent the entire understanding between ENGINEER and the OWNER in respect to the Project and may only be modified in writing signed by both of us. Please sign the enclosed copy of this letter in the space provided below and return it to us.

Sincerely,

CAROLLO ENGINEERS, INC.

OWNER

Accepted this ____ day of _____, 2015

By: [Signature]
Associate Vice President

By: _____
Officer

1265 E. Fort Union Boulevard, Suite 200, Salt Lake City, Utah 84047
P. 801.233.2500 F. 801.233.2501

carollo.com

Schedule of Payments and Conditions

Payment to Engineer

The ENGINEER shall bill the OWNER monthly indicating services performed and the cost of such services pursuant to the attached Task Order.

Miscellaneous

If, at any time, ENGINEER has reason to believe that the costs which ENGINEER expects to incur in the performance of this Agreement will exceed that which has been estimated, ENGINEER shall notify OWNER and provide a revised estimate for professional services and costs and request that OWNER approve such estimate. In the absence of OWNER's concurrence, ENGINEER shall not be obligated to continue performance under this Agreement or otherwise incur costs in excess of the estimate set forth.

Legal Relations

OWNER agrees to indemnify, hold harmless and defend ENGINEER and any and all of their principals, agents and employees from and against all claims, loss, liability, suits and damages including attorney's fees, charges or expenses to which they or any of them may be put or subjected to arising out of or resulting from the performance of this Agreement which claim, damage, loss or expense exceeds the total compensation received by ENGINEER hereunder including claims or alleged claims by third parties and all other claims relating to the Project from any cause including negligent acts, errors and omissions, strict liability, breach of contract or breach of alleged warranty or fiduciary duty on the part of the ENGINEER. Notwithstanding the foregoing, a party's defense obligation hereunder shall be limited to reimbursement of the other party's reasonable defense costs which are

judicially determined to have been incurred as a result of the first party's negligence.

With respect to claims, damages, losses and expenses which are related to hazardous waste, pollutants, or toxic materials, or asbestos on or about the OWNER's property or as a result of performance of ENGINEER's services under this Agreement, the OWNER shall, to the extent permitted by law, defend, indemnify and hold harmless the ENGINEER and its employees, subconsultants or agents from and against all such claims, damages and losses, including attorney's fees resulting from claims against ENGINEER related thereto.

The OWNER shall make freely available to the ENGINEER for examination and copy all directly pertinent books, documents, papers, and records of the OWNER involving transactions related to this Agreement.

The ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over Contractor's methods of determining prices, or other competitive bidding or market conditions or safety conditions, practices or omissions on the site.

Any cost estimates provided by ENGINEER will be made on the basis of his experience and judgement. ENGINEER cannot and does not guarantee that proposals, bids or actual Project construction costs will not vary from cost estimates prepared by him.

If the project involves construction of any kind, the parties agree the OWNER and ENGINEER shall be indemnified to the fullest extent permitted by law for all claims, damages, losses and expenses arising out of or resulting from Contractor's performance of work

including injury to any worker on the job site except for the sole negligence of OWNER or ENGINEER. OWNER and ENGINEER shall be named as additional primary insured(s) by Contractor's General Liability and Builders All Risk insurance policies without offset and all Construction Documents and insurance certificates shall include wording acceptable to the parties herein with reference to such provisions.

ENGINEER shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by contractors or the safety precautions and programs incident to the work of contractors and will not be responsible for Contractor's failure to carry out work in accordance with the Contract Documents.

The services to be performed by ENGINEER are intended solely for the benefit of the OWNER. No person or entity not a signatory to this Agreement shall be entitled to rely on the ENGINEER's performance of its services hereunder, and no right to assert a claim against the ENGINEER by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Agreement or the performance or non-performance of the ENGINEER's services hereunder.

Termination of Agreement

This Agreement may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party; providing that no such termination may be effected unless the other party is given 1) not less than thirty (30) calendar days written notice

(delivered by certified mail, return receipt requested) of intent to terminate, and 2) an opportunity for consultation with the terminating party prior to termination.

If this Agreement is terminated in whole or in part by the OWNER for reasons of default by the ENGINEER, a negotiated adjustment in the price provided for in this Agreement shall be made, however, no amount shall be allowed for anticipated profit or unperformed services. If termination for default is effected by the ENGINEER the negotiated adjustment shall include a reasonable profit. The equitable adjustment of any termination shall provide payment to the ENGINEER for services rendered and expenses incurred prior to the termination, in addition to termination settlement costs reasonably incurred by the ENGINEER relating to obligations and commitments as a result of entering into this Agreement.

TASK ORDER NO. 2015-01

CITY OF HAILEY

AND

CAROLLO ENGINEERS, INC.

This Task Order is issued by the OWNER and accepted by ENGINEER pursuant to the mutual promises, covenants and conditions contained in the Agreement between the above named parties dated the _____ day of _____, 2015, in connection with the City of Hailey Woodside WWTP Wastewater Facility Plan

PURPOSE

The purpose of this Task Order is to authorize the ENGINEER to proceed with engineering services related to the City of Hailey Woodside WWTP Wastewater Facility Plan.

ENGINEER'S SERVICES

The ENGINEER's services to be performed shall be as indicated on Attachment A.

TIME OF PERFORMANCE

The scope of services and study work tasks will be completed by February 27, 2015. Completion of the work is contingent upon receipt of final comments from Idaho DEQ.

PAYMENT

Payment to the ENGINEER for services provided under this Task Order will be on a lump sum basis. A fee table is included in Attachment A "Scope of Work and Fee Proposal". The ENGINEER will submit progress billings monthly based on percent complete of project.

EFFECTIVE DATE

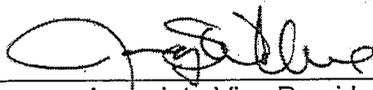
This Task Order No. 2015-01 is effective as of the _____ day of _____, 2015.

IN WITNESS WHEREOF, duly authorized representatives of the OWNER and of the ENGINEER have executed this Task Order No. 2015-01 evidencing its issuance by OWNER and acceptance by ENGINEER.

CAROLLO ENGINEERS, INC.

OWNER

Accepted this ____ day of _____, 2015

By: 
Associate Vice President

By: _____
Officer

Attachment A

Scope of Work and Fee Proposal

Woodside WWTP Wastewater Facility Plan – Finalize EID City of Hailey

Carollo submitted a draft environmental information document (EID) as TM 06, a section of the Wastewater Facility plan, on October 17, 2013. Idaho Department of Environmental Quality (IDEQ) commented that the City's public outreach effort was incomplete and recommended that it be redone. The City's second public outreach effort was performed on September 15, 2014 and has been accepted by IDEQ. The purpose of this amendment is provide necessary services to assist the City with coordination with IDEQ to respond to additional review comments for the previously submitted Wastewater Facility Plan. Review comments include incorporating the latest public outreach efforts and updating endangered species environmental information since the last IDEQ review (final IDEQ comments have not yet been received).

The following scope of work describes the major tasks and activities to be completed for this effort.

Task 1: Coordination with IDEQ

The purpose of this task is to coordinate with IDEQ to verify they have all the information they need to complete their review of the draft EID submitted on 10/17/2013, and facilitate completion of their review to verify steps needed to finalize the TM 06.

Subtasks include the following:

- Review project status with IDEQ, hold coordination calls, provide requested information
- Receive, review, and discuss final review comments from IDEQ before making any changes to the document

Task 2: Prepare final draft of TM 06

The purpose of this task is to complete TM 06 by addressing IDEQ review comments and submit a final document that IDEQ can publish for their public outreach requirements.

Subtasks include the following:

- Incorporate IDEQ comments into the text and body of the TM
- Update affected sections of the TM (anticipated to be only the public outreach and endangered species sections at this time)

2015

- Update costs to be shown in-2014 dollars
- Finalize TM 06 and submit electronic copies to the City and to IDEQ

COST FOR ENGINEERING SERVICES
Woodside WWTP Facility Plan - Finalize EID
FEE PROPOSAL

Description	Total Hours	Labor Costs	PECE Costs	Other Direct Costs	Total
Task 1: Coordination with DEQ					
Review project status, provide requested information	8	\$1,480	\$94	\$0	\$1,574
Receive and discuss final review comments from DEQ	2	\$370	\$23	\$0	\$393
Subtotal	10	\$1,850	\$117	\$0	\$1,967
Task 2: Prepare final draft of TM06					
Incorporate DEQ comments	8	\$1,480	\$94	\$0	\$1,574
Update costs	8	\$1,480	\$94	\$0	\$1,574
Prepare final draft and submit to DEQ	8	\$1,100	\$94	\$0	\$1,194
Subtotal	24				\$4,341
Total	34	\$5,910	\$398	\$0	\$6,308

[Click here to Return to Agenda](#)

AGENDA ITEM SUMMARY

DATE: 2/9/2015

DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: MP

SUBJECT:

Motion to approve Streaming Agreement with Resolution No. 2015-04, authorizing American Conservation Film Festival (ACFF) – to stream film made for the Hailey Community Climate Challenge Project

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The American Conservation Film Festival (ACFF) plans to stream festival films so that anyone with a high-speed Internet connection can participate in the festival from anywhere in the world. The attached agreement gives the festival permission to make the Hailey Community Climate Challenge available via this streaming platform.

There is no cost to the city to allow distribution of the film in this manner.

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve Streaming Agreement with Resolution No. 2015-04, authorizing American Conservation Film Festival (ACFF) – to stream film made for the Hailey Community Climate Challenge Project and authorize the Mayor to sign.

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

FOLLOW-UP:

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

*Additional/Exceptional Originals to: _____
Copies (AIS only)

**CITY OF HAILEY
RESOLUTION NO. 2015-04**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE EXECUTION OF A STREAMING AGREEMENT
AUTHORIZING AMERICAN CONSERVATION FILM FESTIVAL (ACFF) TO
STREAM HAILEY COMMUNITY CLIMATE CHALLENGE PROJECT FILM TO
THOSE INTERESTED IN VIEWING THE FILM.**

WHEREAS, the City of Hailey desires to enter into a streaming agreement with AMERICAN CONSERVATION FILM FESTIVAL (ACFF), under which ACFF will show the film to web based interested parties. There is no cost to the city and there is no revenue expected for allowing ACFF to use this Film.

WHEREAS, the City of Hailey and ACFF have agreed to the terms and conditions of the Streaming Agreement, a copy of which is attached hereto,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the Streaming Agreement between the City of Hailey and ACFF, and that the Mayor is authorized to execute the attached Agreement,

Passed this 9th day of February, 2015.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

ACFF ON-DEMAND - SUMMARY

The American Conservation Film Festival (ACFF) is pursuing a project called ACFF On-Demand, which will allow the streaming of festival films via an Internet connection to a subscriber's television. This project aims to give any person with a high-speed Internet connection the opportunity to participate in the festival from anywhere in the world. By pursuing this project, we hope to increase the exposure that festival films receive and the festival's ability to inspire our audience to become more involved in conservation.

ACFF On-Demand will deliver content to Roku streaming-media devices. These devices allow users to stream content from the Internet but will not allow viewers to copy or store films for offline viewing. Roku devices attach to a viewer's television via component, composite, or HDMI connections and most are capable of delivering full HD-quality video. We feel that digital delivery should not occur at the expense of the quality of the viewing experience and the Roku platform is one of the best delivery methods currently available. The ACFF On-Demand Roku streaming application (or channel) will be available from the Roku channel store and viewers will subscribe to the channel on a month-to-month basis. Like ACFF ticket sales to a brick-and-mortar theater, subscription revenue will be used to cover the costs of screening the films. Revenue after costs will be distributed to participating filmmakers and will benefit the general operation of ACFF. Films will be hosted and streamed from Amazon Web Services (AWS). Amazon uses their state-of-the-art technology to give AWS users secure storage and fast, reliable, and scalable delivery of digital content.

Importantly, if you choose to participate in ACFF On-Demand:

- **You will receive quarterly payments via PayPal if you choose to be paid for participation. Payment amounts will depend on the number of subscribers, the costs associated with serving content to subscribers and maintaining ACFF On-Demand, and the number of views your film(s) receive relative to other films. Payments will be made only once a minimum of 10 USD is earned.**
- **You may stop participating at any time. Any of your films that are part of the project will cease being a part of ACFF On-Demand within thirty days of ACFF receiving written notice of your decision to end participation.**
- **You may seek and enter into distribution agreements with other organizations. Agreeing to participate in ACFF On-Demand does not grant ACFF any exclusive right to distribute your films.**

If you would like your film(s) to be a part of ACFF On-Demand, please complete the following agreements and, if a copy of your film(s) is not already in ACFF possession, mail ACFF a 480p or 720p/1080p (if available) copy of your film(s) on DVD, Blu Ray, or in digital H.264 format in a .mkv or .mp4 container. You may also deliver content via www.wetransfer.com to acff_on_demand@outlook.com

ACFF ON-DEMAND DIGITAL-CONTENT LICENSE AGREEMENT

This digital-content license agreement (hereinafter referred to as the "License Agreement"), constitutes a legal agreement between (i) the undersigned filmmaker(s), content creator/owner(s), and/or copyright holder(s) (hereinafter referred to as the "Filmmaker") and (ii) the American Conservation Film Festival (hereinafter referred to as "ACFF"), and governs the use of the film(s) and/or content itemized below (hereinafter referred to as the "Film") by ACFF. By signing below, the Filmmaker consents to the use of the Film as outlined, warrants that it is the sole owner of all rights required to enter into this License Agreement, and agrees to indemnify ACFF of any liability arising from any breach of this warranty. By completing the attached payment agreement, the Filmmaker acknowledges the desire to receive or to not receive payment for participating in ACFF On-Demand.

PERMITTED USE OF DIGITAL CONTENT

By signing below, the Filmmaker grants ACFF the right, but not the obligation, to distribute the Film digitally using a subscription-based or pay-per-view distribution model. The mechanism of distribution will be on-demand streaming of the Film from a content delivery network (i.e., AWS CloudFront) to a digital device (i.e., Roku device) running a streaming application attached to a subscriber's television. The digital device and streaming application will be incapable of copying or storing the Film for offline viewing. Subscribers will be incapable of accessing the Film without using the digital device, streaming application, and an Internet connection. The Filmmaker also grants ACFF the right to freely use a brief excerpt (up to three minutes but not to exceed 20% of the Film's duration) from the beginning of the Film for promotional purposes by checking and/or initialing the appropriate line below.

RIGHTS RETAINED BY THE FILMMAKER

This License Agreement is not exclusive. The Filmmaker will retain the right to seek and enter into other licenses with other distributors and ACFF will have no claim to the proceeds of any of these agreements. The Filmmaker also retains the right to terminate this License Agreement, in writing, at anytime. Within thirty days of receiving written notification of the Filmmaker's desire to end participation, ACFF will terminate digital delivery of the Film. The Filmmaker retains all other rights and privileges not explicitly mentioned here.

FILMMAKER REPRESENTATIONS AND WARRANTIES

The Filmmaker represents and warrants that it is the sole owner of all rights, including but not limited to the copyrights, trademarks and other related intellectual property rights (the "IP Rights"), to all content included in the Film, or that it has a license for such IP Rights from the owner of such rights, and that the content of the Film does not infringe or otherwise violate any right of any third party.

INDEMNIFICATION

Filmmaker agrees to indemnify, defend and hold ACFF harmless against any claims, demands, causes of action, costs (including, but not limited to, reasonable attorney's fees) and judgments arising of any breach of any representation or warranty made by Filmmaker under this License Agreement.

SUCCESSORS AND ASSIGNS/ASSIGNMENT

This License Agreement shall bind the parties' respective successors and authorized assignees. Neither party can assign any of the rights granted under this License Agreement without the prior written consent of the other party.

ENTIRE AGREEMENT

This License Agreement represents the entire understanding between ACFF and the Filmmaker. Any amendment of any provision of this License Agreement must be in writing and signed by the authorized representative of both parties.

APPLICABLE LAW

This License Agreement shall be governed and construed according to the laws of the State of West Virginia, without reference to choice of law rules.

**ACFF ON-DEMAND DIGITAL-CONTENT LICENSE AGREEMENT
(PLEASE COMPLETE THE FOLLOWING)**

I (We) grant ACFF the right to use the Film as outlined above and also grant ACFF the right to freely use a brief excerpt (up to three minutes but not to exceed 20% of the Film's duration) from the beginning of the Film for promotional purposes.

I (We) grant ACFF the right to use the Film as outlined above but **DO NOT** grant ACFF the right to freely use a brief excerpt (up to three minutes but not to exceed 20% of the Film's duration) from the beginning of the Film for promotional purposes.

City of Hailey, Idaho
FILMMAKER(S)

The Hailey Community Climate Challenge
FILM(S)

788-9830 ext. 20
PHONE NUMBER

tracy.anderson@haileycityhall.org
EMAIL ADDRESS

FILMMAKER(S) SIGNATURE(S)

DATE

RETURN THIS DOCUMENT TO THE MAILING OR EMAIL ADDRESS BELOW

Send correspondences to:
American Conservation Film Festival
C/O Jeffrey R. Groff, ACFF Board Member
P.O. Box 889
Shepherdstown, WV 25443
acff_on_demand@outlook.com

ACFF ON-DEMAND PAYMENT AGREEMENT

Proceeds after costs from ACFF On-Demand will be proportionally distributed to each participating Filmmaker who completes this payment agreement and wishes to receive payments, and will benefit the general operations of ACFF. A Filmmaker may choose to participate in ACFF On-Demand by completing the above License Agreement yet elect to forgo payments for participation by checking and/or initialing the appropriate line below. Note that payments will only be made to a Filmmaker once that Filmmaker earns a minimum of 10 USD.

EXPLANATION OF PAYMENTS TO FILMMAKERS

ACFF aims to compensate the Filmmaker for participating in ACFF On-Demand. To receive payments, each participating Filmmaker must provide ACFF with:

- a completed IRS W-9 (if you are a US citizen or other US person as defined by the IRS) or a completed IRS W-8BEN (if you are not a US citizen or other US person).
- a PayPal account to which payments are to be sent.
- a mailing address to which an IRS 1099 can be sent.

60% of net ACFF On-Demand income will be returned to participating Filmmakers each quarter via PayPal. While the following summary outlines the general method by which payments will be calculated, the exact formulas and methods used are subject to change without notice.

The amount paid to each Filmmaker will be proportional to the number of views its Film(s) receive. At the end of each quarter of the calendar year we will calculate payments to each Filmmaker based on the following formula:

$$\text{PAYMENT} = 0.6 \times [(\text{total ACFF-OD revenue for the quarter}) - (\text{total ACFF-OD operational and development costs for the quarter})] \times (\text{FILMMAKER SHARE})$$

where

$\text{FILMMAKER SHARE} = (\text{number of times the Filmmaker's Film was viewed during the quarter}) / (\text{total number of views for all films during the quarter})$

- Film views will be tracked with Google Analytics. Resuming playback of a previously started film and multiple viewings of the same film by the same subscriber within a 24-hour period will not be counted as additional viewings.
- IRS 1099s will be mailed to each Filmmaker who receives more than \$600 dollars in payments in a given calendar year.

**ACFF ON-DEMAND PAYMENT AGREEMENT
(PLEASE COMPLETE THE FOLLOWING)**

I (We) wish to receive payments for participating in ACFF On-Demand.

I (We) **DO NOT** wish to receive payments for participating in ACFF On-Demand.

City of Hailey, Idaho
FILMMAKER(S)

The Hailey Community Climate Challenge
FILM(S)

115 Main St S, Ste H, Hailey, ID 83333
MAILING ADDRESS

N/A
PAYPAL EMAIL ADDRESS

FILMMAKER(S) SIGNATURE(S)

DATE

RETURN THIS DOCUMENT WITH A COMPLETED W-9 (US CITIZENS) OR W-8BEN (NON-US CITIZENS) TO THE MAILING OR EMAIL ADDRESS BELOW

Send correspondences to:
American Conservation Film Festival
C/O Jeffrey R. Groff, ACFF Board Member
P.O. Box 889
Shepherdstown, WV 25443
acff_on_demand@outlook.com

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AGENDA ITEM SUMMARY

DATE: 02/09/15

DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: MP

SUBJECT: Biosolids Handling Facility at the Hailey Wastewater Treatment Plant
General Contractor Prequalification list

AUTHORITY: ID Code 67-2805(3)(b) IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The city received seven responses to the prequalification request. Responses were due on January 9th and staff has reviewed these responses and checked references. In accordance with the evaluation criteria detailed in the request for qualifications that the Council approved in December, staff reviewed each contractor's performance, experience and references. This review included change order history, comparing previous wastewater projects' schedule and budget to the actual completion date and cost, OSHA violations and much more.

Staff has finalized a prequalified contractor list based on the established evaluation criteria. The following six contractors have been prequalified:

- RSCI
- CNI
- Slayden
- Allstate
- Alder
- Williams Brother

In November, the City began a two-stage process to select a general contractor for the Biosolids Handling Facility at the Hailey Wastewater Treatment Plant. The first stage is a prequalification of general contractors. It is mandatory that all general contractors who intend to submit bids fully complete the prequalification questionnaire and be approved by the city to be on the bidders list.

The second stage of the process is construction bidding by the prequalified general contractors. Construction bidding will occur in early spring of 2015.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Benefits Committee |
| <input checked="" 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 checked="" type="checkbox"/> Wastewater |
| <input type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | <input type="checkbox"/> _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to authorize approval of the general contractor prequalification list.

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record

*Additional/Exceptional Originals to: _____

Copies (all info.): _____

Copies (AIS only) _____

Instrument # _____

[Click here to Return to Agenda](#)

AGENDA ITEM SUMMARY

DATE: 02/09/15

DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: MP

SUBJECT: Ratification of an increase bond amount from FKC (pre-procured biosolids equipment)

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FKC bonded for \$168,700, assuming a combined control panel with Huber Technology. It was later determined that the single control panel was not feasible and a separate panel was needed. Therefore, the cost increased to \$233,700. The agreement with FKC reflected the greater cost, but the bond amount did not. The bond now covers the entire cost of the equipment.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

<input checked="" type="checkbox"/> City Administrator	<input type="checkbox"/> Library	<input type="checkbox"/> Benefits Committee
<input checked="" 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 checked="" type="checkbox"/> Wastewater
<input type="checkbox"/> Engineer	<input checked="" type="checkbox"/> Public Works	_____
<input type="checkbox"/> Fire Dept.	<input type="checkbox"/> P & Z Commission	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to ratify approval of the bond increase.

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

FOLLOW-UP:

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

*Additional/Exceptional Originals to: _____
Copies (AIS only)

License No. _____

RIDER

To be attached to and form part of Bond No. 106153729

Issued on behalf of FKC Co. LTD as Principal, and in favor of City of Hailey Waste Water Treatment Plant as Obligee.

It is agreed that:

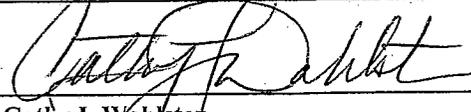
- 1. The Surety hereby gives its consent to change the Name:
from: _____
to: _____
- 2. The Surety hereby gives its consent to change the Address:
from: _____
to: _____
- 3. The Surety hereby gives its consent to change the Bond Amount :
from: \$168,700.00
to: \$233,700.00

This rider shall become effective as of December 31, 2014

PROVIDED, however, that the liability of the Surety under the attached bond as changed by this rider shall not be cumulative.

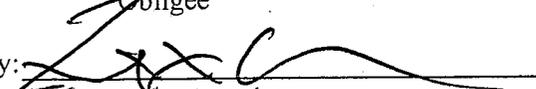
Signed, sealed and dated January 29, 2015

Travelers Casualty and Surety Company of America

By: 
Cathy L Wahsten
Attorney in Fact

Accepted: City of Hailey Waste Water Treatment Plant
Obligee

OR FKC Co., LTD
Principal

By: 
FRITZ X. HAENNICKE

By: 
ROGER J. OLSON





POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 227474

Certificate No. 005965919

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Daniel J. Fryer, Cathy L. Wahlsten, and Paul M. Reed

of the City of Port Angeles, State of Washington, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 30th day of June, 2014.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: [Signature]
Robert L. Raney, Senior Vice President

On this the 30th day of June, 2014, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.
My Commission expires the 30th day of June, 2016.



[Signature]
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 29 day of January, 2015.

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER

Kevin E. Hughes
Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at www.travelersbond.com. Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.

[Click here to Return to Agenda](#)

AGENDA ITEM SUMMARY

DATE: 2/09/2015

DEPARTMENT: Admin

DEPT. HEAD SIGNATURE: HD

SUBJECT:

Personnel Handbook revision includes the addition of a policy about the use of social media, clarification of policies surrounding the use of electronic devices, and the retention of city records on both city and personal electronic devices. Also included are some minor housekeeping amendments.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The use of social media by employees is simply addressed in this handbook amendment, to give guidance and basic information to employees about the City's expectations regarding their use of social media, electronic devices, and retention of records. These amendments are shown in redlined form, attached.

Other housekeeping amendments include the renumbering of some sections, and the redlined language in the attached pages 1,2,3 and 13.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2015-05, repealing the formerly adopted Hailey Personnel Handbook and adopting the February 9, 2015 replacement.

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

N. City Records. City records comprise all files, written documents, computer documents, and e-mail stored in City archives, City file cabinets, and offices, and City computers. All City records, except those protected under Idaho ~~Code~~law as exempt, are public records and may be scrutinized by the public. Employees who use their personal electronic devices may be required to disclose the records in their personal electronic devices, unless exempt under Idaho law. ~~No~~ An employee may alter, destroy, distribute, delete or remove any portion of City records only in compliance with Hailey's records retention policy set forth in Hailey Resolution No. 2011-56, as amended, and after receiving without direction from his/her supervisor. Supervisors have the right to read all contents stored on an employee's computer at any time and for any purpose. Deleted files or messages remain in the system memory and can easily be retrieved.

Employees shall know and comply with departmental policies that reflect state law about making records available to the public. Employees shall know which specific City records are confidential and may not be released without the written approval of the employee's supervisor, or an order from a court of competent jurisdiction. An employee may not verbally share confidential information unless his/her supervisor has given explicit consent to do so. City employees shall at all times respect the privacy of their co-workers and citizens when managing or processing a public record in which individuals are identified.

P. Use of Electronic Devices. Employee use of City owned telephones, faxes, computer software and equipment, and any other electronic device shall be chiefly related to City business. Excessive personal calls or media-use during work, regardless of the device used and regardless of whether it is City owned or personally owned, interfere with productivity and can be distracting to others. Employees are to exercise discretion in making or receiving personal phone calls, texts or other media use while at work. Excessive personal calls or media use during a work-shift are prohibited. To the extent that any electronic device, regardless whether it is City owned or personally owned, is used for personal reasons, such use must be limited in length, infrequent and preferably take place during scheduled breaks. Personal long distance or cell phone calls at City expense are prohibited at all times.

Cell phones, computers or electronic devices given to City employees, and the minutes and data billed to them, are City property. Employees shall not intentionally use personally owned electronic devices during an Employee's work period or use City owned electronic devices at any time to view websites containing sexually explicit or illegal material, violence advocacy, gambling or other inappropriate content (unless it is necessary in the performance of an employee's duties, such as law enforcement investigation). All passwords on City computers are the property of the City. Employees shall not install personally owned software or hardware on City owned computers. Costs to adjust or repair the City computer technology or electronic devices due to unauthorized alterations or downloads will be paid by the person causing the need for repairs. Computer hacking is prohibited.

Employees do not have an expectation of privacy or confidentiality in the use of City owned electronic devices and should expect that any information created, transmitted, downloaded or exchanged on such an electronic device may be accessed by the City at any time without prior notice to the employee. ~~Likewise, any City Employee who receives a stipend for the use of personally owned electronic devices for the conduct of City business does not have an~~

~~expectation of privacy in the use of the electronic device owned by the Employee.~~

Q. Use of Social Media.

1. Introduction. Social Media provides a valuable means of assisting the City and its personnel in community outreach and communication. The City also recognizes the role that social media tools play in the personal lives of City personnel. The personal use of social media can have a bearing on the City and its departments and personnel in their official capacities.

2. Definitions.

2.1 “City Websites” shall mean all websites that are owned, maintained, or controlled by the City on which information is posted for public viewing or use.

2.2 “Social Media” shall mean forms of electronic communication through which users create online communities to share information, ideas, personal messages and other content. Social Media pages are hosted by websites that authorize multiple users to establish, post content on and operate their own individual social media page. Technologies associated with Social Media pages often include picture and video sharing, wall postings, e-mail, instant messaging and music sharing. Examples of websites that host Social Media pages include, but are not limited to, Google and Yahoo Groups (reference, social networking), Wikipedia (reference), MySpace and Facebook (social networking), YouTube (social networking and video sharing), Flickr (photo sharing) and Twitter (social networking and microblogging).

3. Official Use of City Websites. The City Administrator or Department Heads will authorize the use of City Websites for specific public purposes. Social Media sites used by the City shall include an introductory statement that clearly specifies the purpose and scope of the agency’s presence, and shall link to the City’s official website. Social Media content shall adhere to applicable federal, state and city laws, ordinances, regulations and policies, including all information technology and records management policies. Content is subject to public records laws, and must be managed, stored and retrieved to comply with open records laws. Sites shall clearly indicate that any content posted or submitted for posting is subject to public disclosure. The sites shall state that opinions expressed by visitors to the pages do not reflect the opinions of the City, and shall also indicate that the City reserves the right to remove obscenities, personal attacks or off-topic comments. Personnel assigned to represent the City or monitor content shall identify themselves as a City representative and conduct themselves at all times as City representatives by adhering to City standards of conduct. Such personnel shall not post, transmit, or otherwise disseminate confidential information, photographs or videos, and shall not conduct political activities or private business therein. Personnel shall observe and abide by all copyright, trademark and service mark restrictions in posting materials to electronic media.

Any hyperlink leading to a site that is hosted by a party other than the City of Hailey must contain the following disclaimer:

By clicking this link you are now exiting the City of Hailey (or other City Department) website. The City of Hailey is not responsible for and has not confirmed the accuracy of

the content of the linked website. By continuing on to the linked website, you are acknowledging that the City of Hailey is not liable for any damage resulting from your visit to the linked website.

4. Personal Use of Social Media. City personnel are free to express themselves as private citizens on Social Media sites to the degree that their speech does not impair working relationships of the City or its officials, interfere with an employee's work performance, impede the performance of the employee's duties, or negatively affect the public perception of the City or its departments. Personal use of Social Media during an employee's work shift should be limited, infrequent and take place during lunch or scheduled breaks. Personnel are cautioned that content posted or viewed on Social Media, made on or off duty, pursuant to their official duties – *that is, that owes its existence to the employee's duties and responsibilities* – is not protected speech under the First Amendment and may form the basis for discipline if deemed detrimental to the City. Speech through Social Media will reflect upon the official capacity of personnel. Employees shall not post, transmit or otherwise disseminate any information to which they have access as a result of their employment, nor shall they publish materials that could reasonably be considered to represent the views or positions of the City, without written permission from their supervisor. Employees shall not post information pertaining to any other City officials or personnel, without their permission. Employees shall not display City logos, uniforms, badges, or similar items which will identify them with the City, where any part of the Social Media site or page may contain any inappropriate materials, photos or language. Within the use of Social Media, employees' speech shall not contain obscene or sexually explicit language, images or acts, or other forms of speech that ridicule, malign, disparage or otherwise express bias against any race, religion, gender or gender orientation, or any protected class of individuals. Employees should expect that any information created, transmitted or downloaded, exchanged or discussed on Social Media may be accessed by the City at any time without prior notice and that employees do not have an expectation of privacy in such content posted or viewed on Social Media. The misuse of Social Media by personnel, in any manner outside the rules of the City's Personnel Handbook or its Department Policies, may be grounds for discipline or termination.

I. City of Hailey Government

A. Organizational Structure. The City of Hailey is authorized by Idaho Code and the Idaho Constitution to provide public services to its citizens. The citizens elect a Mayor and four city council members to govern the City. Department Heads are hired and supervised by the Mayor to manage the delivery of public services. The Mayor may also hire a City Administrator to assist him/her in managing the business affairs of the City. For the purposes of this Personnel Handbook, any policies or decisions in which Mayoral discretion is involved may be delegated by the Mayor to a City Administrator. The Mayor (or City Administrator) may utilize risk management resources to assist in decisions, which resources include the City Attorney, insurance providers and contractors, and professional associations.

B. Employee Classifications. Individuals are considered employees of the City of Hailey when they receive a regularly scheduled salary or hourly wage from the City. They are grouped into four classifications according to the number of regularly scheduled hours in a workweek and the length of service commitment. Other City benefits and overtime pay/compensatory time are granted according to an employee's classification. Employee classifications include the following:

1. "Exempt employees" are those who are exempt from the provisions of the Fair Labor Standards Act. They are ineligible for overtime pay or compensatory time off for hours worked beyond their regularly scheduled workweek, but may be eligible for other city benefits. This category consists of elected and appointed officials, volunteers, and Department Heads, and other employees qualifying as exempt employees under the Federal Labor Standards Act.

2. "Full-time non-exempt employees" are those covered by the Fair Labor Standards Act. They are paid on an hourly basis and regularly work at least 30 hours per week. They are eligible for all City benefits as well as overtime pay/compensatory time for hours worked over forty (40) hours in a workweek, except for qualifying law enforcement and fire protection employees.

3. "Part-time non-exempt employees" are those who regularly work less than 30 hours per week. They are not eligible for city benefits, except certain benefits specifically designed and approved by the city council for this class of employees. They are subject to the wage and hour limits of federal law.

4. "Temporary/seasonal employees" are those who work full-time for no more than five (5) months. They are not eligible for City benefits except certain benefits specifically designed and approved by the city council for this class of employees. They are subject to wage and hour limits of federal law, including overtime pay for hours worked over forty (40) hours in a workweek.

All of the above categories are eligible for worker's compensation, as are non-paid members of appointed boards or commissions.

C. The Personnel Handbook. The City of Hailey's Personnel Handbook explains the City's key personnel policies and thereby provides an orientation to how the City works. The Handbook reflects City policy at the time of its distribution. All employees are expected to know, understand and follow these policies. The City, in its sole discretion, reserves the right to change, revise and amend any provision, benefit or personnel policy in this Personnel Handbook at any



time without advance notice to employees. Employees will, however, be immediately notified of any material policy change.

Potential employees are asked to read this Handbook prior to hiring in order to understand what the City expects of its employees. Individuals who accept employment with the City are required to sign an Acknowledgment of Receipt of the Personnel Handbook. (See "Acknowledgment Receipt," item A in the Appendix). The Acknowledgement will be placed in the employee's personnel file. If Handbook policies or guidelines are materially changed at any time, an Acknowledgment Receipt may again be required. Redistribution of the entire Personnel Handbook, revised pages, or certain sections may occur periodically to provide ongoing reinforcement of the policies in general and/or certain programs specifically.

Any violations of City personnel policies are subject to disciplinary action by the employee's supervisor up to and including termination.

D. Department Manuals. Department Heads may establish department policies that specify the requirements of state laws as well as work standards and procedures particular to their department's operations. These policies will often be more thorough in their detail pertaining to rules and regulations of each department. All department manuals are subject to the approval of the Mayor, with current copies distributed to the mayor's office. Employees must know, understand and follow their department's policies in addition to those set forth in the Personnel Handbook. If there is a perceived disagreement between the Handbook and Department policies, the employee should request clarification from his/her Department Head. If the employee is not satisfied with the Department Head's explanation, he/she may request in writing that the disagreement be taken to the Mayor (or City Administrator) for resolution. Individuals who accept employment within a department having adopted department policies are required to sign an Acknowledgment of Receipt of the Department Policies. (See "Acknowledgment Receipt of Department Policies," item B in the Appendix.) The Acknowledgement will be placed in the employee's personnel file. If Department policies or guidelines are materially changed at any time, an Acknowledgment Receipt may again be required. Any violations by a departmental employee of his/her department's policies are subject to disciplinary action by the employee's supervisor up to and including termination.

II. General Policies

A. Goals for Employee Relations. The City endeavors to:

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- Employ and promote on a performance basis
- Maintain fair and competitive salary programs
- Afford opportunities for advancement and professional development
- Promote and support collaboration between employees

B. Goals for Customer Relations. Our customers are the citizens who pay our salaries and elect our officials. The goodwill and confidence of our citizens is essential to municipal government. Therefore, it must be the goal of all City employees to:

15-01 Human Resources/Policies/Personnel Handbook (12-13-2010 amended 10-01-2012)



- Deal fairly and honestly with citizens
- Handle citizen requests promptly and cheerfully
- Exercise tact, patience, and courtesy at all times
- Protect our citizens' rights to privacy and confidentiality
- Ensure that citizens receive full value in every service the City provides

Your consistent effort to make a favorable impression on citizens benefits us all. Every employee's manner and appearance, in addition to his/her technical expertise, contributes to the overall confidence the general public has in City government. Wherever an employee is, everything he/she does or says, whether on or off duty or City premises, can contribute to or detract from the City's professional reputation.

C. Employment-At-Will. All non-elected employees of the City of Hailey are employees-at-will. Employment-at-will generally means that an employee has voluntarily entered into employment with the City of Hailey and is free to resign for any reason at any time, and that the City may terminate an employee's employment for any reason at any time unless doing so is unlawful. By accepting and continuing employment with the City, an employee acknowledges that he/she is an employee-at-will. Your employment with the City is completely voluntary, is for an indefinite term and may be terminated by you or the City at any time for any or no reason and with or without notice. Your status as an employee-at-will may not be changed or modified by any practice or procedure of the City or other entities, or by any other document issued by the City, except by a written employment contract.

D. Equal Employment Opportunity. The City of Hailey is an Equal Employment Opportunity Employer. All employment decisions, including hiring, job classification, compensation, discipline, transfer, and discharge, will be made without discrimination based on a person's race, ethnicity, religion, marital status, gender, sexual orientation, age, political affiliation, national origin or disability. The City values a diverse workforce and makes every attempt to hire from all segments of its population base. The City will attempt to accommodate individuals with disabilities unless the needed accommodation is unreasonable, would create undue financial hardship to the City, or risk harm to others.

E. Conflict of Interest. It is essential that City employees avoid conflicts of interest at all times. A conflict of interest occurs when a City employee, or a member of his/her household, might derive personal gain in carrying out the duties of his/her City employment. Employees are prohibited from using City property, equipment, supplies or services in ways that may promote their own gain or that of others. Nor may they promote their personal or family business interests while on the job. The rules governing conflicts of interest are established by Title 59, Chapter 7, Idaho Code, for general city purposes and Idaho Code §67-6506 for land use matters. An employee must disclose any potential conflict of interest to his/her supervisor, who may then consult with the City Attorney for advice on the matter and the supervisor shall file documentation regarding that advice to the employee's personnel file.

F. Outside Employment. An employee engaged in secondary employment must notify his/her supervisor of the scope of work and declare any perceivable conflicts of interest. The situation shall be reviewed by the City Attorney and, if he/she determines that a conflict of interest exists, the employee may not pursue the secondary employment. If the City Attorney

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B. Health, Dental and Vision Insurance Coverage. The City of Hailey provides comprehensive health, dental and vision insurance to full-time non-seasonal employees who regularly work 30 hours per week or more, as well as to elected officials. Spouse and dependent coverage is optional at the employee's expense. Insurance coverage begins on the first day of the month following the employee's first 30 days employment, if enrollment documents have been fully completed by the employee. Employees are responsible for oversight of their claims. Continued health coverage is available to former employees at their own cost pursuant to federal law (COBRA).

C. HRA/VEBA Benefit. The City of Hailey provides a Health Reimbursement Account (HRA) for ~~eligible employees~~ employees hired prior to February 1, 2012. ~~by contributing~~ The City contributed an equal amount for each eligible employee to a Volunteer Employment Benefit Account (VEBA). The accounts are intended for use by employees under IRS 231 regulations, and remain the employee's property even after the individual is no longer employed with the City of Hailey. This program has been suspended due to budgetary constraints since 2012. When the benefit is active, ~~Contributions~~ for eligible employees are made during the last week of January and July. Eligible employees must have completed five or more consecutive months of employment prior to the month in which the benefit is paid, and must also, on the first of the month during which the benefit is paid, be members of the city's comprehensive health insurance group.

D. Worker's Compensation Coverage. Worker's compensation insurance covering job-related injuries is provided for all employees through the State Insurance Fund. An employee entitled to worker's compensation may simultaneously receive payments from the City for previously accrued, eligible Paid Time Off (PTO) or Short Term Leave (STL). Return to work will be authorized on a case-by-case basis following consultation between the employee, relevant medical personnel, the employee's supervisor and the State Insurance Fund.

E. Additional Benefits. The City of Hailey may provide access to but not pay for other benefits. The City may also provide paid benefits in addition to these listed at the discretion of the City Council. A schedule of optional benefits, both paid and unpaid, available to employees is available from the City Clerk's office.

F. Retirement. Employees who work 20 hours or more per week for five or more consecutive months are eligible for the Public Employee Retirement System of Idaho (PERSI) benefit program. The employee's assessment consists of a percent (set by PERSI) of the employee's gross pay. The assessment is deducted from employee's paycheck beginning with their first date of pay and is exempt from Federal and State income taxes. The City also contributes to PERSI for each employee at a percentage set by PERSI. If the employee does not complete five consecutive months of employment, both the employee and the employer may request a contribution refund from PERSI.

G. Holidays. The City observes twelve (12) holidays during the year as follows: New Year's Day, Idaho Human Rights Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, the Friday following Thanksgiving, Christmas Eve and Christmas Day. In addition, all employees receive one personal holiday to be used at their discretion following the first six months of their employment. City offices will be



**CITY OF HAILEY
RESOLUTION NO. 2015-05**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE REVISION OF THE PERSONNEL HANDBOOK TO DEFINE
PARAMETERS FOR GOVERNING SOCIAL MEDIA, AND OTHER HOUSEKEEPING
ITEMS.**

WHEREAS, the City of Hailey desires to repeal the previous version of the Personnel Handbook and replace with version dated February 9, 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the Personnel Handbook revisions as presented and authorizes the Mayor is to execute this Resolution No. 2015-05,

Passed this 9th day of February, 2015.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk



City of Hailey

Personnel Handbook

ADOPTED February 9, 2015

THE POLICIES IN THIS PERSONNEL HANDBOOK NEITHER CREATE NOR IMPLY A CONTRACT BETWEEN THE CITY AND ITS EMPLOYEES. NOR DO THEY GRANT ANY RIGHT TO GUARANTEED OR CONTINUED EMPLOYMENT.

This version of the Handbook supersedes and replaces all previous Personnel Handbooks and/or personnel policies followed by the City of Hailey.

Previous Personnel Handbooks were Adopted:

1993

1999

January 1, 2005

March 14, 2005

December 13, 2010

August 6, 2012

October 10, 2012

February 9, 2015

Dear Prospective Employee (or employee),

This Handbook is intended to acquaint you with the employment practices of the City of Hailey. It is intended to assist you in carrying out your duties with the City by explaining the policies and procedures that affect your work, compensation, advancement, and daily routine. While it is not intended to be a restrictive set of regulations, this Handbook does establish certain policies that will ensure fair and equitable treatment of all concerned.

City officials wish to support the welfare and personal development of all City employees. We also desire to assist you in realizing your professional potential as you perform your City duties. We hope this handbook will help prepare you for the opportunities available to you through your affiliation with the City of Hailey.

From time to time, all employees will undoubtedly have questions about their duties or City policy. Please ask your Department Head or any other person in authority. You are also encouraged to offer your suggestions for improving our public services, simplifying our operations, saving materials or time, preventing accidents, reducing costs, or anything else that will enhance the City as both a municipality and a work place.

It is imperative that each prospective and current employee review this handbook carefully in order to understand what is expected of him/her, and also what he/she can expect of the City. Certain information is subject to change; revised pages will be distributed as changes occur for insertion into your personal Handbook.

The City appreciates the opportunity to work with you. The Mayor and your Department Head will do their best to provide a satisfying work environment for you. In turn, they count on you to remember that the City's success and public relations depend upon you, your attitude, your cooperation, and your performance. Together we will work to serve our community to the highest possible standard.

Fritz X. Haemmerle
Mayor, City of Hailey

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Your consistent effort to make a favorable impression on citizens benefits us all. Every employee's manner and appearance, in addition to his/her technical expertise, contributes to the overall confidence the general public has in City government. Wherever an employee is, everything he/she does or says, whether on or off duty or City premises, can contribute to or detract from the City's professional reputation.

C. Employment-At-Will. All non-elected employees of the City of Hailey are employees-at-will. Employment-at-will generally means that an employee has voluntarily entered into employment with the City of Hailey and is free to resign for any reason at any time, and that the City may terminate an employee's employment for any reason at any time unless doing so is unlawful. By accepting and continuing employment with the City, an employee acknowledges that he/she is an employee-at-will. Your employment with the City is completely voluntary, is for an indefinite term and may be terminated by you or the City at any time for any or no reason and with or without notice. Your status as an employee-at-will may not be changed or modified by any practice or procedure of the City or other entities, or by any other document issued by the City, except by a written employment contract.

D. Equal Employment Opportunity. The City of Hailey is an Equal Employment Opportunity Employer. All employment decisions, including hiring, job classification, compensation, discipline, transfer, and discharge, will be made without discrimination based on a person's race, ethnicity, religion, marital status, gender, sexual orientation, age, political affiliation, national origin or disability. The City values a diverse workforce and makes every attempt to hire from all segments of its population base. The City will attempt to accommodate individuals with disabilities unless the needed accommodation is unreasonable, would create undue financial hardship to the City, or risk harm to others.

E. Conflict of Interest. It is essential that City employees avoid conflicts of interest at all times. A conflict of interest occurs when a City employee, or a member of his/her household, might derive personal gain in carrying out the duties of his/her City employment. Employees are prohibited from using City property, equipment, supplies or services in ways that may promote their own gain or that of others. Nor may they promote their personal or family business interests while on the job. The rules governing conflicts of interest are established by Title 59, Chapter 7, Idaho Code, for general city purposes and Idaho Code §67-6506 for land use matters. An employee must disclose any potential conflict of interest to his/her supervisor, who may then consult with the City Attorney for advice on the matter and the supervisor shall file documentation regarding that advice to the employee's personnel file.

F. Outside Employment. An employee engaged in secondary employment must notify his/her supervisor of the scope of work and declare any perceivable conflicts of interest. The situation shall be reviewed by the City Attorney and, if he/she determines that a conflict of interest exists, the employee may not pursue the secondary employment. If the City Attorney



determines that there is no conflict of interest, the supervisor shall put a written notice approving the secondary employment in the employee's file based on the Attorney's finding. This notice may be withdrawn at any time that a conflict is subsequently found.

With the type of services that the City performs, including emergency and disaster response and mitigation, it is expected to be necessary to call workers back to work before and after normal work hours have started or ended. Having an outside job could hinder an employee's ability to give needed care to his/her primary job with the City of Hailey. Because of this, outside employment is discouraged.

G. Anti-Harassment Policy. The City of Hailey does not condone and will not permit harassment, sexual or otherwise, on its premises. No employee shall harass a fellow employee, members of the public, vendors, contractors or representatives from other agencies or any other person interacting with a City employee during the workday. Respect for another person's race, marital status, age, religion, ethnicity, national origin, sexual orientation, political affiliation, disability and gender is expected at all times.

1. Definition of Harassment. Harassment consists of conduct that has the purpose or effect of unreasonably and adversely impacting the performance of an employee in a protected class or creating an environment that is intimidating, hostile or offensive to a protected class. Harassment includes verbal, non-verbal or physical conduct of an abusive nature; written or electronic communications that may reasonably be considered harassing; unwelcome remarks that show disrespect; or other behavior that may be reasonably viewed as inappropriate or offensive.

2. Sexual Harassment. Sexual harassment is unacceptable. Sexual harassment is found when a person in authority requires sexual favors of a subordinate as a basis of employment decisions. It is also found when there is any type of sexually oriented conduct by an employee that unreasonably affects another employee's work performance or creates an environment that is experienced as sexually intimidating, hostile or offensive. Examples of such conduct may include but are not limited to requests or demands for sexual favors; unwelcome sexual advances; engaging in sexually oriented conversations, jokes, requests, demands, attentions, or physical contacts; or displaying sexually oriented visual materials, or other behavior that may be reasonably viewed as inappropriate or offensive.

3. Reporting Harassment. Any employee who believes he or she has been subjected to or witnessed unlawful harassment is urged to immediately ask the offending person to stop the unwanted behavior. If the situation is not thereby resolved, the employee should immediately inform his/her supervisor. If an employee is unable or afraid to confront the offending person, he/she should immediately seek assistance from his/her supervisor, the Mayor, the City Attorney, or others listed in the Appendix of this Handbook regarding the situation. (See "List of Approved Persons for Receiving Harassment Complaints," item C in the Appendix.) The employee may be requested to put the complaint in writing by the person to whom he/she reports the incident.

4. Harassment Investigation. A verbal or written report of harassment that is made to a Department Head, the Mayor, or the City Attorney will be promptly, impartially, and thoroughly investigated and documented. The City of Hailey prohibits retaliation against any person who, reasonably and in good faith, reports an incident of harassment or participates in an

investigation of such. All complaints and personnel actions will be kept confidential to the extent possible. If harassment is found, appropriate corrective and disciplinary measures will follow.

H. Drug and Alcohol Free Workplace. The City of Hailey is committed to a work environment free from problems originating from alcohol and drug abuse. To that end, employees shall adhere to the following:

- Employees shall not possess, distribute, sell, trade, use or be under the influence of alcohol, illegal drugs, or unlawfully obtained prescription drugs while on the job.
- Employees taking lawfully prescribed drugs or over-the-counter drugs that may adversely affect their performance in any way must inform their supervisor. Supervisors may, at their discretion, require such employees to take sick time during the period in which their performance is affected by taking the drug.
- Employees enrolled and participating in a supervised rehabilitation program, or who have completed such, and are no longer engaging in the use of alcohol or drugs while on the job shall be protected from discrimination and harassment through the Americans with Disabilities Act of 1990.

In a good faith effort to maintain a drug free workplace, Hailey will:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violation of such prohibition;

2. Establish an on-going drug-free awareness program to inform employees about –

- (a) The dangers of drug abuse in the workplace;
- (b) The City's policy of maintaining a drug-free workplace;
- (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (d) The penalties that may be imposed upon employees for drug abuse violations

occurring in the workplace.

3. Notify employees in the statement required by paragraph (1), above, that, as a condition of employment, the employee will –

- (a) Abide by the terms of the statement; and
- (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

4. Upon receipt of the notice under subparagraph (3)(b), above, employee's supervisor shall provide notice to the City Clerk of the name and position of the employee who has been convicted for the sole purpose of complying with any applicable grant.

5. Take one of the following actions within 30 calendar days of receiving notice under subparagraph (3)(b), with respect to any employee who is so convicted –



(a) Taking appropriate personnel action against such an employee, up to and including termination; and/or

(b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency.

I. Unlawful Behavior by Employees. City employees shall not engage in unlawful activity of any kind while on duty. Unlawful behavior by an employee while off duty that would undermine the trust placed in him/her by his/her supervisor and the public cannot be tolerated and may be cause for termination.

If an employee is charged with a misdemeanor or a felony, he/she must immediately report the event in writing to his/her supervisor. The supervisor may determine if an investigation is required and will determine his/her response from the City's point of view. The supervisor retains the discretion to discipline or terminate the employee based on his/her findings. An employee's failure to notify his/her supervisor of such a situation provides grounds for immediate termination.

J. Preventing Workplace Violence. The City of Hailey is committed to maintaining a safe workplace. Any manner of threats or acts of violence by an individual toward another on City property will not be tolerated and must be reported immediately to the employee's supervisor and the Mayor (or City Administrator). All reasonable reports of potential or actual incidents of workplace violence will be investigated and documented promptly, thoroughly and impartially. However, nothing in this policy shall prevent an employee from lawfully defending him/herself or others in appropriate circumstances.

K. Safety Standards. The City of Hailey is committed to a safe work environment for all employees. Each employee is responsible for complying with all safety standards, rules and policy that are established by the City, his/her supervisor and/or relevant outside agencies. Employees may be given job safety training relevant to their work responsibilities in accordance with state and federal law. Employees are asked to use and care for City property so as to safeguard themselves, their colleagues and the public. They are asked to be alert to and immediately notify their supervisor about any perceived unsafe conditions regarding City buildings, grounds or vehicles. (See Appendix D, City of Hailey Safety/Loss Prevention Policy.)

L. Safety Drills, Exercises, and Emergency Preparedness. Fire drills may be conducted periodically to ensure employees know the proper response for their own safety and the safety of members of the public who may be in the public buildings during a fire or emergency event. In case of fire, a rendezvous place outside of and at a distance from the public building shall be designated by each employee's supervisor. City employees shall be periodically trained in other emergency response drills and exercises for the benefit of their own safety and that of the general public. (See Appendix E, Hailey Emergency Operations Plan.) City employees are expected to undertake emergency preparedness steps personally and to have clearly defined family emergency plans, so that they will be able to respond to their public assignments during an emergency or disaster event.

M. On-the-Job Injuries. An employee must report any on-the-job injury immediately to his/her supervisor, or the City Administrator, so that an accident report and worker's compensation claim may be quickly filed. The employee may be required to sign a medical release form so that the City may process his/her claim. All employees are expected to report job-related accidents of which they are aware even if the accident does not involve them directly. In the event of an injury or fatality, the supervisor or City Administrator shall immediately notify the Mayor. The injured's name shall not be released to the media until the family has been notified.

N. Security. City employees are issued keys, security combinations, and passwords for City property at the discretion of their supervisor. Accordingly, it is an employee's responsibility to safeguard such items and to secure City property after him/herself. If an employee compromises the security of City property at any time, he/she shall immediately notify his/her supervisor, or the City Administrator.

O. City Records. City records comprise all files, written documents, computer documents, and e-mail stored in City archives, City file cabinets, and offices, and City computers. All City records, except those protected under Idaho law as exempt, are public records and may be scrutinized by the public. Employees who use their personal electronic devices may be required to disclose the records in their personal electronic devices, unless exempt under Idaho law. An employee may alter, destroy, distribute, delete or remove any portion of City records only in compliance with Hailey's records retention policy set forth in Hailey Resolution No. 2011-56, as amended, and after receiving direction from his/her supervisor. Supervisors have the right to read all contents stored on an employee's computer at any time and for any purpose. Deleted files or messages remain in the system memory and can easily be retrieved.

Employees shall know and comply with departmental policies that reflect state law about making records available to the public. Employees shall know which specific City records are confidential and may not be released without the written approval of the employee's supervisor, or an order from a court of competent jurisdiction. An employee may not verbally share confidential information unless his/her supervisor has given explicit consent to do so. City employees shall at all times respect the privacy of their co-workers and citizens when managing or processing a public record in which individuals are identified.

P. Use of Electronic Devices. Employee use of City owned telephones, faxes, computer software and equipment, and any other electronic device shall be chiefly related to City business. Excessive personal calls or media-use during work, regardless of the device used and regardless of whether it is City owned or personally owned, interfere with productivity and can be distracting to others. Employees are to exercise discretion in making or receiving personal phone calls, texts or other media use while at work. Excessive personal calls or media use during a work-shift are prohibited. To the extent that any electronic device, regardless whether it is City owned or personally owned, is used for personal reasons, such use must be limited in length, infrequent and preferably take place during scheduled breaks. Personal long distance or cell phone calls at City expense are prohibited at all times.

Cell phones, computers or electronic devices given to City employees, and the minutes and data billed to them, are City property. Employees shall not intentionally use personally owned electronic devices during an Employee's work period or use City owned electronic

devices at any time to view websites containing sexually explicit or illegal material, violence advocacy, gambling or other inappropriate content (unless it is necessary in the performance of an employee's duties, such as law enforcement investigation). All passwords on City computers are the property of the City. Employees shall not install personally owned software or hardware on City owned computers. Costs to adjust or repair the City computer technology or electronic devices due to unauthorized alterations or downloads will be paid by the person causing the need for repairs. Computer hacking is prohibited.

Employees do not have an expectation of privacy or confidentiality in the use of City owned electronic devices and should expect that any information created, transmitted, downloaded or exchanged on such an electronic device may be accessed by the City at any time without prior notice to the employee.

Q. Use of Social Media.

1. Introduction. Social Media provides a valuable means of assisting the City and its personnel in community outreach and communication. The City also recognizes the role that social media tools play in the personal lives of City personnel. The personal use of social media can have a bearing on the City and its departments and personnel in their official capacities.

2. Definitions.

2.1 "City Websites" shall mean all websites that are owned, maintained, or controlled by the City on which information is posted for public viewing or use.

2.2 "Social Media" shall mean forms of electronic communication through which users create online communities to share information, ideas, personal messages and other content. Social Media pages are hosted by websites that authorize multiple users to establish, post content on and operate their own individual social media page. Technologies associated with Social Media pages often include picture and video sharing, wall postings, e-mail, instant messaging and music sharing. Examples of websites that host Social Media pages include, but are not limited to, Google and Yahoo Groups (reference, social networking), Wikipedia (reference), MySpace and Facebook (social networking), YouTube (social networking and video sharing), Flickr (photo sharing) and Twitter (social networking and microblogging).

3. Official Use of City Websites. The City Administrator or Department Heads will authorize the use of City Websites for specific public purposes. Social Media sites used by the City shall include an introductory statement that clearly specifies the purpose and scope of the agency's presence, and shall link to the City's official website. Social Media content shall adhere to applicable federal, state and city laws, ordinances, regulations and policies, including all information technology and records management policies. Content is subject to public records laws, and must be managed, stored and retrieved to comply with open records laws. Sites shall clearly indicate that any content posted or submitted for posting is subject to public disclosure. The sites shall state that opinions expressed by visitors to the pages do not reflect the opinions of the City, and shall also indicate that the City reserves the right to remove obscenities, personal attacks or off-topic comments. Personnel assigned to represent the City or monitor content shall identify themselves as a City representative and conduct themselves at all times as City

representatives by adhering to City standards of conduct. Such personnel shall not post, transmit, or otherwise disseminate confidential information, photographs or videos, and shall not conduct political activities or private business therein. Personnel shall observe and abide by all copyright, trademark and service mark restrictions in posting materials to electronic media.

Any hyperlink leading to a site that is hosted by a party other than the City of Hailey must contain the following disclaimer:

By clicking this link you are now exiting the City of Hailey (or other City Department) website. The City of Hailey is not responsible for and has not confirmed the accuracy of the content of the linked website. By continuing on to the linked website, you are acknowledging that the City of Hailey is not liable for any damage resulting from your visit to the linked website.

4. Personal Use of Social Media. City personnel are free to express themselves as private citizens on Social Media sites to the degree that their speech does not impair working relationships of the City or its officials, interfere with an employee's work performance, impede the performance of the employee's duties, or negatively affect the public perception of the City or its departments. Personal use of Social Media during an employee's work shift should be limited, infrequent and take place during lunch or scheduled breaks. Personnel are cautioned that content posted or viewed on Social Media, made on or off duty, pursuant to their official duties – *that is, that owes its existence to the employee's duties and responsibilities* – is not protected speech under the First Amendment and may form the basis for discipline if deemed detrimental to the City. Speech through Social Media will reflect upon the official capacity of personnel. Employees shall not post, transmit or otherwise disseminate any information to which they have access as a result of their employment, nor shall they publish materials that could reasonably be considered to represent the views or positions of the City, without written permission from their supervisor. Employees shall not post information pertaining to any other City officials or personnel, without their permission. Employees shall not display City logos, uniforms, badges, or similar items which will identify them with the City, where any part of the Social Media site or page may contain any inappropriate materials, photos or language. Within the use of Social Media, employees' speech shall not contain obscene or sexually explicit language, images or acts, or other forms of speech that ridicule, malign, disparage or otherwise express bias against any race, religion, gender or gender orientation, or any protected class of individuals. Employees should expect that any information created, transmitted or downloaded, exchanged or discussed on Social Media may be accessed by the City at any time without prior notice and that employees do not have an expectation of privacy in such content posted or viewed on Social Media. The misuse of Social Media by personnel, in any manner outside the rules of the City's Personnel Handbook or its Department Policies, may be grounds for discipline or termination.

R. Use of City Vehicles. Employee use of any City vehicle is intended for City business and requires approval by the employee's supervisor. Operators of a City vehicle must have a valid Idaho Driver's License.

At no time shall an employee operate a City vehicle while under the influence of alcoholic beverages, illegal drugs, or medication that impairs his/her ability to operate a vehicle, nor shall any employee consume any such alcoholic beverages, illegal drugs or medications eight

(8) hours before the employee intends on operating or is scheduled to operate a City vehicle or while operating a City vehicle. Employees are required to observe all traffic laws at all times and to wear a seat belt when their vehicle is in motion. Employees are prohibited from texting while driving a City vehicle. For the purpose of this section, texting means engaging in the review of, or manual operation preparation and transmission of, written communications via handheld wireless devices, but does not include voice-operated or hands free devices that allow the user to review, prepare and transmit a text message without the use of either hand, except to activate, deactivate or initiate a feature or function. Any traffic-related violations or crimes, fines, court costs, or court assessments incurred while using a City vehicle are an employee's responsibility, except those arising from a condition of the vehicle or a vehicle malfunction not caused by the employee. If an employee is involved in an accident involving a City vehicle, he/she must immediately report the accident to his/her supervisor first, or the City Administrator, (unless there are extenuating circumstances), notify the local police and readily exchange information with other parties. Personal property in a City vehicle is the responsibility of the property's owner, not the City.

If a major breakdown occurs on the road requiring repairs that total more than \$500.00, the employee is required to contact his/her supervisor first, or the city mechanic, before authorizing the repair.

S. Parking. Parking near public buildings where employees work is prioritized first for the disabled, then for general customer access and activities, then for safety of employees and/or equipment, and lastly for the convenience of employees. Employees are encouraged to walk, bike, car-share, or utilize public transportation to travel to and from their workplace. Employees are required to comply with posted time limits in the parking lot or at posted areas on City streets, and with other limitations that may be set by their supervisor.

T. Environmental Awareness. The City of Hailey supports business practices that help protect the environment. The City urges employees to recycle products, reuse items, and reduce consumption of disposable goods and environmental resources when possible. The City provides recycling containers for aluminum cans, glass, plastic, and paper at each of its buildings. Thermostats are generally set at temperatures to neither excessively heat nor cool the working spaces of employees. (See Appendix F, City of Hailey Sustainability Guidelines.)

U. Individual Work Area. Every employee is expected to maintain his/her workspace in a reasonably clean and neat manner. Confidential work should be protected before leaving the office. Employees should exercise discretion toward others who may be impacted by the work area. The City will accept no liability for personal property taken from City premises.

V. Dress. Dress standards for employees are set by their supervisor. In the absence of stated dress standards, clothing must be appropriate for the employee's responsibilities and shall present a professional appearance to the public. If uniforms are provided they should be kept neat, clean and mended at all times. Uniforms should be worn when an employee is on the job but not otherwise. Uniforms provided by the City are considered the property of the City, and shall be returned to the City at the end of their useful life or when no longer needed by the employee for performance of their duties.



W. Smoke-Free Workplace. Idaho State law prohibits smoking in any public building. Smokers are requested to smoke only on breaks and then only outside, at a distance 20 feet from doorways.

X. Health and Wellness Programs. Employees are encouraged to utilize wellness programs available to them personally or through City programs and insurances. Employees should seek permission from their supervisors to participate in wellness activities offered during the work day.

Y. Disagreements. Disagreements refer to conflict situations between employees or between an employee and his/her supervisor that are not considered harassment, i.e. are not related to a protected class. The City would like disagreements to be resolved promptly and, if possible, informally. An employee involved in a disagreement is expected to make a sincere effort to amicably and satisfactorily resolve the disagreement.

The first step in resolving a disagreement is for the employee to discuss it with the person with whom there is a disagreement, whether that person is a colleague or his/her supervisor. In the case of an unresolved disagreement with a colleague, the employee should ask his/her supervisor to resolve the disagreement. In the case of an unresolved disagreement with his/her supervisor, the employee and his/her supervisor may take the issue to the Mayor for resolution. Although the Mayor may consult with risk management resources and/or the City Council, the Mayor's decision will be final.

Z. Duty to Report. Employees have a duty to report specific matters, as described throughout this Handbook, to their supervisors. Any employee fulfilling his/her duty to report shall not be subject to retaliation or recrimination for submitting such reports.

III. Compensation Policy

A. Overview. Compensation levels for City employees are established through the annual budget process and may be subject to increase, reduction or status quo maintenance for any time period based on the availability of funds. The final decision regarding compensation levels rests with the Mayor. Employees are not necessarily compensated at budgeted compensation levels. Individual compensation is based on good performance and experience.

B. Hours of Work. Business hours for the City of Hailey are variable according to each department's needs. The workweek extends from 12:01 a.m. Friday through 11:59 p.m. Thursday. Employees shall be prompt, regular in their attendance and follow the work schedule set by their supervisor. Regular departmental business hours and work schedules may be adjusted during emergencies and disasters with assigned emergency response work schedules.

C. Pay Periods. There are 26 pay periods in a given year. Paychecks are distributed one week following the end of each pay period (Thursday) prior to 5:00 p.m. When that day is a holiday, the City may distribute paychecks on the day prior to the holiday. Employees are responsible for submitting documented hours worked during each pay period to their supervisor first, or the City Clerk, on the designated day for approval. Time sheets require the employee's and the



supervisor's signature to be processed. Employees are expected to monitor the accuracy of their paychecks and report any inaccuracies they believe have occurred.

D. Payroll Deductions. Certain deductions are automatically taken from an employee's paycheck, including Federal Income Tax, State Withholding Tax, Social Security (FICA), and State Public Employee Retirement withholdings. Other optional benefits may be authorized by employees for automatic payroll deductions, provided that the benefit has been approved for use city-wide. At no time will payroll deductions be made from an employee's paycheck unless authorized by the employee or required by law.

E. Overtime and Compensatory Time. In general, the City discourages overtime worked beyond an employee's regularly scheduled shift because of budget impacts and employee burnout. However, there will be cases where overtime is necessary to ensure the efficient and cost-effective operation of a City department. In all cases, overtime occurs only with prior supervisory approval, except in clear emergencies. Unauthorized overtime may subject an employee to corrective action.

The City prefers that employees recover overtime only through compensatory time off in order to minimize budget impacts. Days of compensatory time off should be requested at least one week in advance and may be taken only with supervisor approval. Exempt employees are not entitled to recover overtime.

Overtime accrual is capped at 100 hours per year for non-exempt employees. Employees are encouraged to request compensatory time off when their accrued hours exceed 40, in order to leave room under the cap for emergency response and unexpected workloads.

Overtime pay and compensatory time off accrue at 1 1/2 hours for each hour worked above 40 hours. Employees who normally work less than 40 hours per week receive straight compensatory time off or straight hours worked above their regularly scheduled workweek up to 40 hours. If an employee is required to work on a holiday, the holiday is considered a workday and the equivalent of one day is added to the employee's normally scheduled work week. Supervisors may require employees to take compensatory time off during a week in which a holiday adds a work day to the employee's normally scheduled work week.

Qualifying law enforcement and fire protection employees are subject to different rules for the calculation of overtime and compensatory time, which are described in their respective department policies.

In general, the Fair Labor Standards Act, available in the City Clerk's office, will serve as the governing document regarding overtime and compensatory time policies.

IV. Benefits Policy

A. Overview. The City wishes to provide employees with benefits that support personal and family needs and promote preventative health measures. Benefit packages reflect the City's fiscal situation and the changing costs of benefit offerings. They are therefore subject to change based on market trends and availability of City funds.



B. Health, Dental and Vision Insurance Coverage. The City of Hailey provides comprehensive health, dental and vision insurance to full-time non-seasonal employees who regularly work 30 hours per week or more, as well as to elected officials. Spouse and dependent coverage is optional at the employee's expense. Insurance coverage begins on the first day of the month following the employee's first 30 days employment, if enrollment documents have been fully completed by the employee. Employees are responsible for oversight of their claims. Continued health coverage is available to former employees at their own cost pursuant to federal law (COBRA).

C. HRA/VEBA Benefit. The City of Hailey provides a Health Reimbursement Account (HRA) for employees hired prior to February 1, 2012. The City contributed an equal amount for each eligible employee to a Volunteer Employment Benefit Account (VEBA). The accounts are intended for use by employees under IRS 231 regulations, and remain the employee's property even after the individual is no longer employed with the City of Hailey. This program has been suspended due to budgetary constraints since 2012. When the benefit is active, contributions for eligible employees are made during the last week of January and July. Eligible employees must have completed five or more consecutive months of employment prior to the month in which the benefit is paid, and must also, on the first of the month during which the benefit is paid, be members of the city's comprehensive health insurance group.

D. Worker's Compensation Coverage. Worker's compensation insurance covering job-related injuries is provided for all employees through the State Insurance Fund. An employee entitled to worker's compensation may simultaneously receive payments from the City for previously accrued, eligible Paid Time Off (PTO) or Short Term Leave (STL). Return to work will be authorized on a case-by-case basis following consultation between the employee, relevant medical personnel, the employee's supervisor and the State Insurance Fund.

E. Additional Benefits. The City of Hailey may provide access to but not pay for other benefits. The City may also provide paid benefits in addition to these listed at the discretion of the City Council. A schedule of optional benefits, both paid and unpaid, available to employees is available from the City Clerk's office.

F. Retirement. Employees who work 20 hours or more per week for five or more consecutive months are eligible for the Public Employee Retirement System of Idaho (PERSI) benefit program. The employee's assessment consists of a percent (set by PERSI) of the employee's gross pay. The assessment is deducted from employee's paycheck beginning with their first date of pay and is exempt from Federal and State income taxes. The City also contributes to PERSI for each employee at a percentage set by PERSI. If the employee does not complete five consecutive months of employment, both the employee and the employer may request a contribution refund from PERSI.

G. Holidays. The City observes twelve (12) holidays during the year as follows: New Year's Day, Idaho Human Rights Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, the Friday following Thanksgiving, Christmas Eve and Christmas Day. In addition, all employees receive one personal holiday to be used at their discretion following the first six months of their employment. City offices will be closed on holidays, and if a holiday falls on a weekend, City Hall will be closed the preceding



Friday or following Monday as posted by State or Federal Banks. Other days during the year may be declared legal holidays at the directive of the Mayor. Full time employees are paid 8 hours for each holiday.

If non-exempt employees are required to work a holiday they shall be compensated at straight time for that day in addition to their holiday pay, unless any of the hours worked puts an employee over forty (40) hours for the work week. In that case, the employee shall be compensated at one and one half (1 1/2) times his/her normal rate for that day.

H. Paid Time Off. Paid Time Off (PTO) is a set amount of paid hours to be used at an employee's discretion. PTO is to be used for personal days, vacations, medical absences, or any reason the employee may need scheduled time off. A holiday falling on a PTO day is still considered a holiday and will not be subtracted from the employee's PTO balance.

PTO is available to full-time employees and accrues from the start of employment in the following manner:

PTO Accrual Schedule

Employment Time	Hours per Pay Period	Maximum Accumulation
0 to 6 Months	2.50 Hours	32.50
6 months to 1 Year	5.23 Hours	100.50
1+ to 5 Years	5.23 Hours	272
5+ to 10 Years	6.15 Hours	320
10+ to 15 Years	7.07 Hours	368
15+ to 20 Years	8 Hours	400
20+ Years and Greater	8.92 Hours	400

For any full-time employee, there shall be no change in the Hours per Pay Period and Maximum Accumulation due to overtime or other non-permanent schedule fluctuations.

PTO may not be taken in advance of time earned. All PTO is encouraged to be taken in the year in which it is earned. An employee exceeding the maximum accumulation designated by their employment time in the PTO Accrual Schedule shall cease to accrue PTO until the employee has brought his/her accumulation below the pertinent Maximum Accumulation. At no time shall an accrual exceed the pertinent Maximum Accumulation for any employee, unless exceptional circumstances exist and there is a recommendation by the mayor and approval by the city council.

An employee should make a request for PTO in writing to his/her supervisor at least one week in advance of the requested PTO days. Supervisors will attempt to accommodate employee preferences for scheduled PTO, but first priority shall be the orderly functioning of City departments and ensuring sufficient personnel be on hand for anticipated emergency response. Should the use of PTO be needed to accommodate an illness or injury of such type that a written advanced notice is not able to be given, an employee shall notify his/her supervisor the evening before or as early as possible on the morning of an illness or injury. If the employee does not have enough accumulated PTO for this absence, the remainder of the time off will be without



pay.

Upon completion of the third consecutive workday of absence for the same illness or injury, the employee shall contact his/her supervisor and provide a required written statement from a medical doctor to continue the absence. Provisions of the Family Medical Leave Act (see Section IV, paragraph I) will continue to apply.

I. Short Term Leave. Short Term Leave (“STL”) is a benefit which shall only be utilized by employees hired before March 28, 2005, who still have a retained STL balance. Use of STL is allowed only in the event of an employee’s inability to work due to personal illness or medical conditions pertaining to his/her own health. STL will not be available for use until after the third consecutive absence of scheduled workdays. The employee is expected to take PTO for the first three days of illness or medical absence, after which time, a written statement from a medical doctor is required to continue paid absence with STL. An employee lacking sufficient STL during an illness may utilize PTO or compensatory time for the illness if sufficient PTO or compensatory time has been accrued. The City of Hailey is only obligated to allow 12 weeks of absence in a 12 month period, including the days drawn from PTO, STL and compensatory time, as well as holidays and all other types of leave, including unpaid leave. An exception to this policy may only be granted by the Mayor under extenuating circumstances. While using unpaid approved leave, employees do not accrue PTO.

An employee may request conversion of up to 100 hours per year of STL to PTO at an exchange rate of 3 STL hours for one PTO hour. The employee shall identify the intended amount of STL requested for exchange. STL shall be forfeited if still unused when an employee’s employment terminates for any reason.

J. Family and Medical Leave Act. The City of Hailey is required by law to comply with the provisions of the Family and Medical Leave Act (“FMLA”). The FMLA stipulates that employees who have been employed by the City for at least one year and worked at least 1,250 hours in that year are eligible for the FMLA. The FMLA permits employees to take a maximum of 12 weeks of leave during a calendar year period a) for the birth and care of a newborn child of the employee, b) for the placement with the employee of a child for adoption or foster care; c) to care for an employee’s spouse, child or parent with a serious health condition, or d) to attend to their own serious health condition. A “serious health condition” means an illness, injury, impairment or physical or mental condition that involves inpatient care in a hospital, hospice or residential medical care facility or continuing treatment by a health care provider.

Even if both spouses work for the City, they may take only a total of 12 weeks leave per family. Leave may be taken intermittently or on a reduced work schedule with the supervisor’s consent. An employee may be required to temporarily transfer to a position with equivalent pay and benefits that accommodates an intermittent or reduced schedule.

An employee eligible for the FMLA must first use all available PTO, STL (if applicable) and compensatory time before moving to unpaid status. An employee’s total time off shall not exceed 12 weeks, including the days drawn from PTO, STL (if applicable) and compensatory time as well as holidays and all other types of leave. While using the unpaid portion of FMLA approved leave, employees do not accrue PTO. In the event of an employee’s absence due to a health

condition for which he/she receives worker's compensation, the employee's time away from work may be counted as leave under the FMLA if he/she is eligible for such leave and if his/her supervisor or the City Clerk has provided notification of the FMLA designation.

Employees may be required to show medical certification of a serious health condition to their supervisor in order to enjoy the benefits of the FMLA. If the City Administrator requests, employees may be required to obtain a second opinion about their health condition from a second health care provider whose fee will be paid by the City. If both providers agree, employees will be granted leave. If the first two providers disagree, the City will abide by a third opinion sought at the City's expense. Any medical certification should include the date on which the serious health condition began, the probably duration of the serious health condition, the appropriate medical facts regarding the condition, an estimate of the amount of time the employee is needed to care for a family member, if applicable, or the time the employee will be absent from employment, and a statement that the employee is unable to perform the functions of the position of the employee, if applicable.

While an employee is on FMLA leave, the City and the employee shall each continue to pay their share of health insurance premiums. While on unpaid leave, the employee must pay his/her share of health insurance premiums by the end of the month prior to the premium being due.

An employee desiring FMLA leave must make a written request to his/her supervisor using the FMLA request form available at the City Clerk's office. The form indicates the reason for the leave and its expected duration. If FMLA leave is foreseeable, employees must give at least 30 days' notice to their supervisor. In cases where an absence is unforeseen, such as a personal or family accident or contagious disease, after either 3 days or 24 paid service hours, concurrent or not, the supervisor or City Clerk will send written notification to the employee advising that the absence falls under the FMLA.

The City of Hailey may request medical certification that an employee is fit to resume work. Employees returning from leave will be restored to their original or equivalent position if they are physically and mentally able to perform their previous duties at their previous level of competence. In cases where these conditions are not met, the City will attempt to place the employee in a position appropriate to his/her competence, subject to availability of funds.

This is only a brief description of the benefits available to employees under the Family and Medical Leave Act. Employees seeking further information should contact the City Clerk for a copy of the Act.

K. Other Types of Leave.

1. Military Leave. An employee requesting a leave of absence to meet military requirements shall be granted such leave by his/her supervisor without pay together with re-employment rights as provided by Idaho Code, State and/or Federal Law. Reservists may request that their vacations, or a portion thereof, be scheduled for the period of their military training.

2. Bereavement Leave. In the event of a death in an employee's immediate family, he/she will be allowed up to 24 hours of paid bereavement leave. Such leave must be approved by

the employee's supervisor. "Immediate family" is defined as the employee's spouse and their parents, siblings, children (foster or adopted), grandchildren, grandparents, and anyone who had lived within the household of the employee for a period exceeding two years. Additional leave may be granted at the supervisor's discretion from accrued sick days, vacation days, compensatory time or as an unpaid leave of absence.

3. **Civil Leave.** Paid leave will be granted to full-time employees called to jury duty or to serve as a court witness. Employees are required to report daily court schedules to their supervisor, and report to work when required court attendance ends during their previously scheduled work shift. Employees will be compensated only for the hours required of them by the court, but no more than their regular scheduled work shift.

4. **Leave of Absence.** If, for personal reasons, a full-time employee desires extended time off, the City may grant a leave of absence without pay for up to thirty (30) days following a written request by the employee to his/her supervisor. Requests to extend a leave must be submitted in writing to the employee's supervisor at least ten (10) days prior to the expiration of the authorized leave. Permission for such leave and its extension requires Mayoral approval. If an employee does not return on the date specified, and has not requested and been granted an extension, the City will consider the employee to have resigned.

PTO will not accrue during a leave of absence. Group medical coverage will remain in effect during such leave if the employee continues to pay his/her portion of applicable premiums by the end of the month prior to the premium being due. If the leave extends beyond one month, the employee is expected to pay the full premium until he/she returns to work.

L. Transfer of Benefits with Employee Transfer. An employee who transfers from one department to another retains all benefits accrued to that date. PTO will continue to accrue based on the anniversary date of City employment, not the date of transfer.

V. TRAVEL BENEFITS

A. Travel Time Reimbursement. Full-time employees will be compensated at their normal hourly rate, up to a maximum of forty (40) hours per week, for time spent out of the office on City business that takes place during the employee's regularly scheduled work hours. This includes travel time to and from the employee's destination. Supervisors of departments wherein shift accommodations can be made are encouraged to allow traveling employees to adjust their shifts not to exceed a 40 hour work week.

B. Allowable Expenses. Employees shall follow an established schedule of allowable travel expenses while on city business. These apply where there is no other form of allowance, stipend, or deduction. If an employee is reimbursed by an outside agency for costs, those costs shall not be also paid by the City.

Allowable expenses should be pre approved by administration and include the following:

1. Transportation to and from an employee's destination.
2. Lodging expenses for a single room in moderately priced housing that offers a government rate, at a cost not to exceed the rate allowed under IRS Publication 1542, as non-taxable reimbursements.

3. Meals per day in the amount that is allowed under IRS Publication 1542 as non-taxable reimbursements, with allowed specific meal amounts deducted for meals provided by the conference or meeting hosts.
4. Other travel related expenses approved in advance in writing by the supervisor.

City vehicles may not be used for personal use during city business trips. Only when city vehicles are not available, the City will reimburse employees at the rate set by the IRS for use of personal vehicles while on City business. Mileage reimbursement will be requested upon the City's expense form, reviewed and approved by the supervisor. An employee may not apply for reimbursement of mileage for any personal use of any vehicle.

In all cases, reimbursement claims must be submitted by an employee to his/her supervisor. Itemized bills or receipts must be attached and accompanied by a brief written explanation of the date and place of the expenditure, number of people housed, supplies purchased, expenses incurred, purpose of the conference or meeting, etc, with the meeting/conference agenda attached. A separate summary of total trip costs shall be attached to each reimbursement claim.

VI. Professional Development

A. Overview. The City encourages all employees to strengthen their professional skills and may assist them in doing so by paying for approved professional development in their field of employment. Professional development may include seminars, books, audiotapes, certification programs and other items determined at supervisor discretion.

B. Required Development. When an employee is required to pursue professional development directly related to his/her assigned duties, the City will pay for tuition, materials, transportation, and accommodation expenses. Employees will also be compensated for education time in formal courses up to eight (8) hours per day and up to forty (40) hours per week. The City will provide time off with pay for examinations that fall within the normal workweek. Certification and renewal fees required by the City will be reimbursed.

C. Voluntary Development. When an employee voluntarily seeks professional development, tuition may be paid or partially paid at the supervisor's discretion based on whether the development outcomes or a portion of them will benefit the City and subject to the availability of funds in the Department's budget. The employee will not be compensated, however, for travel and accommodation expenses. Time-off without pay may be granted at the supervisor's discretion.

Employees wishing to take advantage of optional development should make a written request to their supervisor. Since training funds must be split among employees there may be a waiting period for all employees to participate. The department head will set priorities for training needs within his/her department. Fees for registrations and certifications that are not requested by the City will not be reimbursed.

D. Professional Societies. Subject to the availability of funds, the City will pay the annual dues and travel expenses to technical and professional organizations for full-time employees when such participation has been requested by the City. Employees may request to join additional work related organizations, and the City may pay for annual dues and travel expenses.

E. Cross Training. In order to provide better service and additional employment stability, employees may be temporarily assigned to other service areas within the City. This provides cross training, a better working knowledge of all facets of the City government to each employee, better utilization of personnel, and diminishes potential lay-offs.

VII. Hiring Policy

A. Equal Employment Opportunity Policy. The City of Hailey is an Equal Opportunity Employer and will not discriminate on the basis of association with any group protected by federal or state law, including person's race, ethnicity, religion, marital status, gender, sexual orientation, political affiliation, age, national origin or disability. Nor will the City discriminate on the basis of personal handicap, unless the handicap is directly related to job performance.

B. Nepotism Prohibition. No person shall be employed by the City of Hailey when the employment would violate the anti-nepotism provisions of Idaho Code. In general, these provisions prohibit City employees from hiring any person related to them by marriage or blood within the second degree. Any such hiring, whether accidental or not, may be voided by the Mayor at any time. In no case may a person be hired or appointed to a City position who is related to the Mayor or a member of the City Council by blood or marriage within the second degree.

C. Veteran's Preference. In accordance with Idaho law, the City of Hailey gives employment preference for open positions to U.S. armed services veterans who were honorably discharged and are bona fide residents of the State of Idaho. In the event of equal qualifications for an available position, a veteran qualified under this code will be employed.

D. Transfers. Employees interested in applying for openings in other departments should inform their supervisor prior to completing an application for the job. There will be no repercussions for seeking a transfer.

E. Job Postings. All open positions shall be noticed to the public and City employees, except where an employee is to be promoted, or where an individual with specific qualifications has been actively recruited by a city recruitment process.

Notice may occur for a minimum of one week by posting on City bulletin boards, the City Website, and the local Job Service Office. City employees may file a Letter of Interest in the position during the notice period. They will experience no repercussions for seeking another City job.

VIII. Performance Management

A. Employee Appraisal. Employees may be given a written performance evaluation by their supervisor on an annual basis or at any time during the year. Newly hired and newly promoted employees may receive an appraisal within six months of their start date. The purpose of the appraisal is to provide employees with constructive feedback on their performance, including progress toward goals. Prior to the appraisal, the employee's supervisor may ask



him/her for information to substantiate productivity or performance and may use this in the appraisal.

B. Promotions. Promotions are tools to recognize employee performance, ability, development, and career goals. They are earned rather than automatically granted. In general, the City's goal is to promote employees who seek increased responsibility and demonstrate the skills, competence, commitment and potential for successful performance in a new position. The City also desires a good match between employees and available positions. Thus, while the City wishes to provide opportunities for continuing career growth and development, such opportunities are not guaranteed.

C. Corrective Action. The City relies on corrective actions for employees whose performance and/or behavior does not conform to what is expected. These actions enable a supervisor to address non-productive employee performance in a variety of appropriate ways, including encouraging remediation where possible.

D. Personnel Files. The City Clerk maintains three personnel files for each employee which are kept confidential by law. One file contains "administrative" personnel information regarding payroll, compensatory time, vacation days, sick leave and other types of leave, worker's compensation payments, alien status and PERSI. The second contains "qualitative" information regarding an employee such as employment applications, resumes, appraisals, awards, warnings and letters of commendation. A third secure file contains medical information concerning an employee and is maintained by the City Clerk. Those authorized to review personnel files include an employee's supervisor, clerical payroll personnel, the Mayor, the City Attorney and the employee him/herself.

Employees may request at any time to review their personnel files. The review must take place on City premises on the employee's own time in the presence of his/her supervisor or designee. Employees may request and will be given copies of any materials in their personnel file without charge within three days of requesting the information. Employees may contest the contents of their qualitative personnel file by submitting a written objection and explanation to their supervisor. These will be included in the file. Offending material may be removed from the employee's file by the supervisor if the material is found to be inaccurate or misleading upon review by the Mayor (or City Administrator) in consultation with the City Attorney.

Employees are required to keep their administrative file current by notifying their supervisor or the City Clerk of any change in their personal data. They may, at any time, submit documents, certificates of training, letters of appreciation and other items relating to job performance to their supervisor for inclusion in their files.

E. Employment Verification and Reference Inquiries. Requests for employment verifications and/or references shall be responded to in writing by the supervisor or the City Clerk's office, and shall include only name, position, period of employment, salary range, and shall be incorporated into the personnel file of the employee. Other information may be provided only if the employee gives permission through a written release of liability. Exceptions to this policy would be court subpoenas to provide information or upon lawful order of a court of competent jurisdiction.

IX. Separation from Employment

A. Retirement. The City's retirement policy complies with federal and state requirements for mandatory retirement and the obligations of the State of Idaho Public Employee Retirement System.

B. Resignation. Employees are asked to indicate, in writing, their intent to resign their position. Oral resignations will be treated as leave without approval, unless authorized by the employee's supervisor. Oral resignations will be noted in writing and placed in the employee's file. Employees who take leave without approval may be terminated for "job abandonment" after three (3) days of such leave.

C. Reductions in Force (Lay-Offs). The City reserves the right to reduce the workforce when financial conditions require it. Decisions about the functions to be reduced are solely at the discretion of the Mayor and the City Council. The City shall provide as much notice to employees as possible, but no less than 30 days, regarding lay-offs.

D. Separation. The following procedures apply to all terminating employees:

1. City Property. All city property (keys, tools, credit cards, City I.D., passwords, etc.) must be returned to the employee's supervisor or the City Clerk before a final paycheck will be issued. A supervisor may present or mail the employee an invoice for the value of any missing property discovered after the paycheck was issued.

2. Insurance. An employee wishing to convert his/her group insurance without a lapse in coverage must complete the appropriate forms within five (5) days following separation.

3. Forwarding Address. The employee must notify the City Clerk of any change of address so that his/her withholding form (W-2) and other important documents may be forwarded.

4. Exit Interview. The supervisor may conduct an exit interview with the employee in order to constructively critique the vacated position and determine whether elements of the position description might be modified.

5. Letter of Acknowledgement. Representatives of the City may write a letter of confirmation, recognition of achievements, appreciations based on factual accomplishments, certifications, ratings, pay, skills, appraisals, or documents received regarding an exiting City employee. No such letters may speculate on the future performance of the individual, however.

6. COBRA Benefits. Employees who currently receive medical benefits may be eligible to continue those medical benefits at their own expense for a limited time in accordance with the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA).

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AGENDA ITEM SUMMARY

DATE: 2/09/15 DEPARTMENT: Administration

DEPT. HEAD SIGNATURE: MHC

SUBJECT:

Motion to approve Resolution 2015-06, declaring Surplus Property and authorizing its disposal.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The last purge of city hall semi-permanent records was in the winter of 2007-2008.

With Resolution No. 2011-56, a Records Retention schedule was adopted. In following the procedures with this Resolution, we have received a response from the Idaho State Historical Society Archivist denying to accept these semi-permanent records.

The next step is to propose this list in a Resolution, for City Council and the City Attorney to approve. And if approved, the final step is to dispose of these documents.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____

Budget Line Item # _____

YTD Line Item Balance \$ 6 _____

Estimated Hours Spent to Date: _____

Estimated Completion Date: _____

Staff Contact: _____

Phone # _____

Comments: _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve by City Council and City Attorney, Resolution No. 2015-06 declaring Surplus property and authorizing its disposal.

FOLLOW-UP REMARKS:*

**CITY OF HAILEY
RESOLUTION NO. 2015-06**

RESOLUTION OF THE CITY OF HAILEY, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, DECLARING CITY PERSONAL PROPERTY SURPLUS AND TO PROVIDE FOR ITS DISPOSAL THROUGH SALE, DONATION, TRANSFER, RECYCLING, DISCARDING, DESTRUCTION, OR EXCHANGE; AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, AND APPROVAL ACCORDING TO LAW.

WHEREAS, City personal property has limited economic and/or useful life;

WHEREAS, pursuant to Idaho Code Section 50-907, cities must provide written request with a detailed list of proposed items to the Idaho State Historical Society Archivist prior to destruction, and the Archivist has thirty (30) days to accept or decline the records;

WHEREAS, prior to destruction or disposal of any non-permanent record as defined by our Records Retention Schedule with Resolution No. 2011-56, the Idaho State Historical Archivist has declined to accept our records and authorized City of Hailey to proceed with process of declaring them as surplus property;

WHEREAS, written notice with list of records was sent to the State Archivist on January 23, 2015 and approval was received by the State Archivist for the these items on January 24, 2015;

WHEREAS, the City Council and City Attorney must then authorize the destruction by Resolution; and

WHEREAS, the documents described below will be destroyed by a document shredding company:

Record type	Date range of records	Retention minimum	Okay to destroy after:
Utility.Billing Remittance stubs	Sept. 2009-June 23, 2010	5 years	Sept. 2014
Accounts payable	Oct. 2002-Sept. 2003	5 years	Sept. 2008
Accounts Payable	Oct. 2003-Sept. 2004	5 years	Sept. 2009
Accounts Payable	Oct. 2004-Sept. 2005	5 years	Sept. 2010
Accounts Payable	Oct 2005-Sept. 2006	5 years	Sept. 2011
Accounts Payable	Oct. 2006-Sept. 2007	5 years	Sept. 2012
Accounts Payable	Oct. 2007-Sept. 2008	5 years	Sept. 2013
Accounts Payable	Oct. 2008-Sept. 2009	5 years	Sept. 2014

Shut-off's (delinquent water bills) and Accounts Payable check runs 2005, 2006, 2007	2006 – shut offs A/P check runs, 2005, 2006, 2007	5 years	Sept. 2012
Utility Billing Remittance Stubs	Fiscal year 2008-09	5 years	Sept. 2014
Utility Billing Remittance Stubs	Nov. 26, 2007-4/18/2008	5 years	Sept. 2013
Utility Billing Remittance Stubs	4/21/08-9/26/08	5 years	Sept. 2013
Utility Billing Remittance Stubs	9/29/08-12/31/08	5 years	Sept. 2013
Utility Billing Remittance Stubs	4/1/09-9/30/09	5 years	Sept. 2014
Utility Billing Remittance Stubs	10/1/09- 12/31/09	5 years	Sept. 2014
Utility Billing Remittance Stubs	1/1/09-3/31/09	5 years	Sept. 2014
Duplicate cash receipting tape and General Ledger	Mar.-Aug. 2003	5 years	Sept. 2008
Warranty Deeds	2000-2003	5 years	Sept. 2008
Banner/Park/Special Event Reservations	2006	5 years	Sept. 2012
Utility Billing reports	May-Aug 2003	5 years	Sept. 2008

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the disposal of all declared surplus personal property as outlined.

Passed this 9th day of February, 2015.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

Consent/Approval by City Attorney:

Ned Williamson, City Attorney

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AGENDA ITEM SUMMARY

DATE: 2/9/15 DEPARTMENT: Com. Development DEPT. HEAD SIGNATURE: _____

SUBJECT:

Motion to approve special event, Kiwanis Club of Hailey, Car Show at Roberta McKercher Park (Saturday, August 1st, 2015 from 8:00 a.m. to 5:00 p.m.).

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____
Comments: _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve a special event, Kiwanis Club of Hailey, Car Show at Roberta McKercher Park (Saturday, August 1st, 2015 from 8:00 a.m. to 5:00 p.m.), and authorization for the Mayor to sign the special event decision and special event agreement.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head in Attendance at Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

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

*Additional/Exceptional Originals to: _____
Copies (AIS only)



RECEIVED
JAN 29 2015
CITY OF HAILEY

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: KIWANIS CAR SHOW

LOCATION FOR EVENT (Be specific ie.. Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

Public Property Private Property
ROBERTA McKERCHER PARK

I. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. Please submit your modification requests in writing and attach to your application.

Date(s) of Event	Hours	Estimated # of Attendees
<u>AUGUST 1, 2015</u>	Start Time: <u>8:00 AM</u> End Time: <u>5:00 PM</u>	All Day: <u>1200</u>
	Start Time: End Time:	All Day:
Date(s) of Set-up/Tear-down	Hours	Estimated # Staff
<u>AUGUST 1, 2015</u>	Start Time: <u>9:00 AM</u> End Time: <u>5:00 PM</u>	<u>12</u>
	Start Time: End Time:	

II. FEES

Special Event Permit Application Fee \$125 125.00

Events that meet both of the following criteria may be exempted from Park Rental Fee by resolution of the City Council:

- Non-profit event that is held annually within the City of Hailey for at least ten consecutive years and consistently draw large numbers of participants and spectators. Tax Exempt #: _____
- Promoted locally and regionally within the state and the northwest.

Per Day Park Rental Fee \$200 200.00

Tax (on park rental fees only) 6% 12.00

Security Services Deposit _____

TOTAL DUE \$ 337.00

III. ORGANIZATION INFORMATION

Sponsoring Organization: KIWANIS CLUB OF HAILEY

Applicant's Name: LOWELL THOMAS Title: MEMBER

Address: 811 ASPEN VALLEY DR City: HAILEY State: 10 Zip: 83333

Telephone Home: 2 Mobile: (208) 720 7091 FAX: _____

Applicant Driver's License #: FA 125764 F Email: WLOWELLTHOMAS@HOTMAIL.COM

Federal Tax #: 01-0890740 State Tax #: _____

IV. EVENT INFORMATION

New Event: Yes _____ No X Annual Event: Yes X No _____ Years Operating 9

Event Category: Commercial Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): _____

Description of Event: ONE DAY EVENT. TICKETS DONATED TO CHILDREN IN NEED THRU KIWANIS CLUB

Additional Details: _____

V. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than \$1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application. The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: (BD) Agent Name: _____ Phone: _____

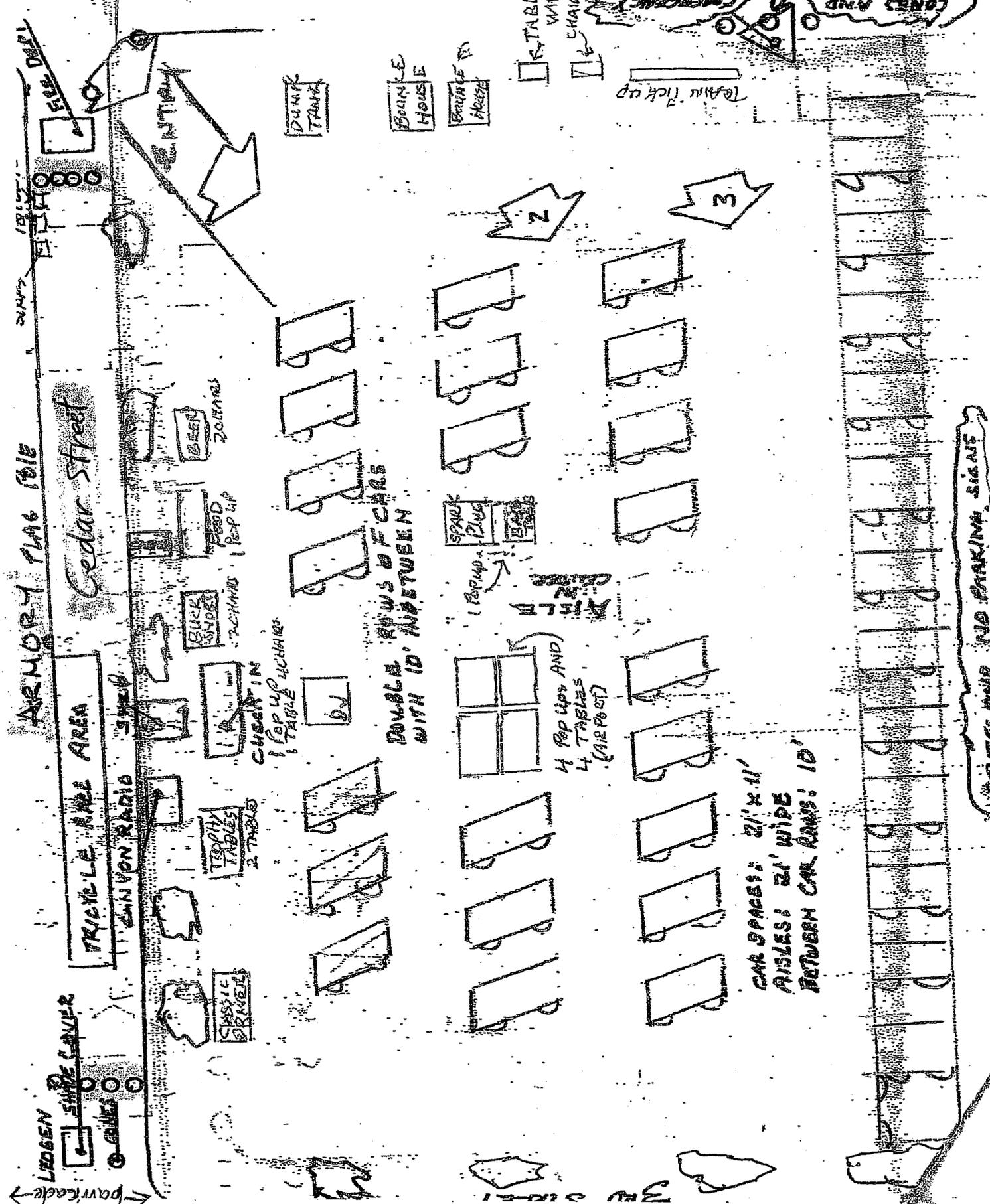
SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Street Closures & Access / Parade (if yes)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Served: (Free of Charge) Provider -
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street. Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Alcohol Sold: Requires Alcohol Beverage Catering Permit (Hailey Code 5.13) Provider - <i>WICKED SPUD</i>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food/Beverages (Caterers) Please List: <i>WICKED SPUD</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barricades If yes, please include a logistics map.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Booths: Profit / Non-Profit <i>2 2</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Police/Traffic Control Services (A security plan is necessary for Special Events anticipated to attract 250 or more participants while serving beer, wine or liquor or for street closures.)	<input type="checkbox"/>	<input type="checkbox"/>	Vendors (Items sold/ Solicitation) Please list:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Electricity / Generators: Please check no if you are providing your own. Size: <i>2 - 20 AMP PARK.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Canopies/Tents/Temporary Structures - City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft. <i>Sizes 6 10'x10' Pop ups</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Medical Services (Circle) <i>EMT</i> EMT - Standby (or) Ambulance <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signs or Banners
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	*Determination of EMS services is dependent on event size & type.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Water: Drinking / Washing <i>HAND WASHING UNIT FROM CLEAR CREEK DISPOSAL</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Overnight Camping Please see City for designated areas.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stages: (Number and Size(s))
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Open flame or flame producing devices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Portable Toilets / Wash Stations: (Please provide one (1) permanent or portable toilet per 100 people) <i>2</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lighting: please attach plan if applicable.	<u>ADA</u>	<u>Regular</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	#	# <i>2</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sanitation: Trash bins, Dumpsters, Recycle (Please provide one (1) six yard dumpster per 500 people)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Amplified Sound Permit

6 TRASH CANS & DUMP TRAILER
Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned. I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event.

Event Organizer's Signature: *Lowell Thomas* Date: *1-20-15*

← parking code →



[Click here to Return to Agenda](#)

AGENDA ITEM SUMMARY

DATE: 02-09-15 DEPARTMENT: Com. Development DEPT. HEAD SIGNATURE: _____

SUBJECT:

Request for approval to hold a special event, the event being the Hailey Skate Competition to be held at the Hailey Skate Park at Wertheimer Park (Saturday, June 20, 2015 from 9:00 a.m. to 4:00 p.m.).

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____
Comments: _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve a special event, the event being Hailey Skate Competition to be held at the Hailey Skate Park at Wertheimer Park (Saturday, June 20, 2015 from 9:00 a.m. to 4:00 p.m.), and authorization for the Mayor to sign the special event decision and special event agreement.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head in Attendance at Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

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

*Additional/Exceptional Originals to: _____
Copies (AIS only)



RECEIVED
JAN 03 2015
CITY OF HAILEY

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Hailey Skate Competition

LOCATION FOR EVENT (Be specific ie.. Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

Public Property Private Property

Hailey Skate Park

I. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. **Please submit your modification requests in writing and attach to your application.**

Date(s) of Event	Hours		Estimated # of Attendees
6-20-15	Start Time: 9:00 am	End Time: 4:00 pm	All Day: 200
	Start Time:	End Time:	All Day:
Date(s) of Set-up/Tear-down	Hours		Estimated # Staff
6-20-15	Start Time: 7:00 am	End Time: 5:00 pm	10
	Start Time:	End Time:	

II. FEES

Special Event Permit Application Fee \$125 ~~N/A~~ \$125.00

Events that meet both of the following criteria may be exempted from Park Rental Fee by resolution of the City Council:

- Non-profit event that is held annually within the City of Hailey for at least ten consecutive years and consistently draw large numbers of participants and spectators. Tax Exempt #: _____
- Promoted locally and regionally within the state and the northwest.

Per Day Park Rental Fee \$200 _____

Tax (on park rental fees only) 6% _____

Security Services Deposit _____

TOTAL DUE ~~N/A~~ \$125.00

III. ORGANIZATION INFORMATION

Sponsoring Organization: City of Hailey

Applicant's Name: Lamar Waters Title: Organizer

Address: P.O. Box 1287 City: Hailey State: Id Zip: 83333

Telephone Home: 208-720-3914 Mobile: _____ FAX: _____

Applicant Driver's License #: _____ Email: lamarsv@cox.net

Federal Tax #: _____ State Tax #: _____

IV. EVENT INFORMATION

New Event: Yes _____ No Annual Event: Yes No _____ Years Operating 4

Event Category: Commercial Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): _____

Description of Event: A judged event for Skateboard athletics of all ages performing in the skate park

Additional Details: _____

V. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a **COMPREHENSIVE GENERAL LIABILITY** insurance policy with coverage of not less than \$1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. *A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application.* The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: City of Hailey Agent Name: _____ Phone: _____

SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Street Closures & Access / Parade (if yes)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Served: (Free of Charge) Provider -
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. <i>An ITD permit is required for Main Street.</i> Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Sold: Requires Alcohol Beverage Catering Permit (Hailey Code 5.13) Provider -
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Barricades If yes, please include a logistics map.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food/Beverages (Caterers) Please List: Wise Guy Pizza
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Police/Traffic Control Services (A security plan is necessary for Special Events anticipated to attract 250 or more participants while serving beer, wine or liquor or for street closures.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Booths: Profit / Non-Profit
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Electricity / Generators: Please check no if you are providing your own. Size:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vendors (Items sold/ Solicitation) Please list: t-shirts
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Medical Services (Circle) EMT - Standby (or) Ambulance <input checked="" type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Canopies/Tents/Temporary Structures - City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft. Sizes 10x10
<input checked="" type="checkbox"/>	<input type="checkbox"/>	*Determination of EMS services is dependent on event size & type.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signs or Banners
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Overnight Camping Please see City for designated areas.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Water: Drinking / Washing
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Open flame or flame producing devices	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stages: (Number and Size(s))
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lighting: please attach plan if applicable.	<u>ADA</u>	<u>Regular</u>	Portable Toilets / Wash Stations: (Please provide one (1) permanent or portable toilet per 100 people)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	# 1	# 1	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sanitation: Trash bins, Dumpsters, Recycle (Please provide one (1) six yard dumpster per 500 people)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Amplified Sound Permit

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned. I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event.

Event Organizer's Signature: Lamar Waters

Digitally signed by Lamar Waters
DN: cn=Lamar Waters, o=City of Hailey, ou=State Commission Operator, email=lamar@cityofhailey.com, c=US
Date: 2015.01.08 08:35:42 -0700

Date: 1/8/2015

[Click here to Return to Agenda](#)

AGENDA ITEM SUMMARY

DATE: 2/9/2015 DEPARTMENT: Com. Development DEPT. HEAD SIGNATURE: _____

SUBJECT:

Request for approval to hold a special event, the event being Trailing of the Sheep to be held at Roberta McKercher Park (October 10th, 2015, from 10:00 a.m. to 4:00 p.m.).

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____

Budget Line Item # _____ YTD Line Item Balance \$ _____

Estimated Hours Spent to Date: _____ Estimated Completion Date: _____

Staff Contact: _____ Phone # _____

Comments: _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve a special event, the event being Trailing of the Sheep to be held at Roberta McKercher Park (October 10th, 2015, from 10:00 a.m. to 4:00 p.m.), and authorization for the Mayor to sign the special event decision and special event agreement.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head in Attendance at Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record

Copies (all info.): _____

Instrument # _____

*Additional/Exceptional Originals to: _____

Copies (AIS only) _____



RECEIVED
JAN 09 2015
CITY OF HAILEY

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: 19TH ANNUAL TRAILING OF THE SHEEP FOLKLIFE FAIR

LOCATION FOR EVENT (Be specific e.g., Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

Public Property Private Property

ALL ROBERTA MCKERCHER PARK PLUS CEDAR ST. BETWEEN 3RD & 4TH

III. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. Please submit your modification requests in writing and attach to your application.

Date(s) of Event	Hours	Estimated # of Attendees
OCT. 10, 2015	Start Time: <u>10 AM</u> End Time: <u>4 PM</u>	All Day: <u>4000</u>
	Start Time: End Time:	All Day:
Date of Set-Up <u>10/9/15</u>	Start Time: <u>9 AM</u> End Time: <u>4 PM</u>	
Date of Tear Down: <u>10/10/15</u>	Start Time: <u>4 PM</u> End Time: <u>6 PM</u>	

IV. FEES

Special Event Permit Application Fee \$125 125.-

Events that meet the following criteria may be exempted from Park Rental Fee by resolution of the City Council:

- Non-profit event that is held annually within the City of Hailey for at least ten consecutive years and consistently draw large numbers of participants and spectators. Tax Exempt #: 71-0912585
- Promoted locally and regionally within the state and the northwest.

Per Day Park Rental Fee \$200 NA

Tax (on park rental fees only) 6% NA

Security Services Deposit -

TOTAL DUE 125.-

V. ORGANIZATION INFORMATION

Sponsoring Organization: TRAILING OF THE SHEEP CULTURAL HERITAGE CENTER, INC.

Applicant's Name: SHEILA KELLEY Title: FOLKLIFE FAIR DIRECTOR

Address: PO BOX 3692 City: HAILEY State: ID Zip: 83333

Telephone Day: 208-720-9361 Evening: - FAX: -

Applicant Driver's License #: FA 114491 D EMAIL: sheila@trailingofthesheep.org

Federal Tax #: 71-0912585 State Tax #: 003013808

VI. EVENT INFORMATION

New Event: Yes No Annual Event: Yes No Years Operating 19

Event Category: Commercial Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): _____

Description of Event: ARTS & CRAFTS, FOOD, ACTIVITIES, ENTERTAINMENT
ALL RELATED TO SHEEP

Additional Details: _____

Updated: 10/21/2013 (Attach any additional pages as needed)

VII. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than \$1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. *A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application.* The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: BIZNETT INS. Agent Name: BETTY URBANY Phone: 726-8866 x18

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney's fees, arising out of the permitted activity or the conduct of Permittee's operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use there from, and (2) is not caused by any negligent act or omission of willful misconduct of the City of Hailey or its employees acting within the scope of their employment.

SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned.

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Street Closures & Access / Parade (if yes) <u>CEDAR ST.</u> • Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. <i>An ITD permit is required for Main Street.</i> • Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Served (Free of Charge) (name of provider)
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)
#	<u>80</u>	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s)) City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft.		<input checked="" type="checkbox"/>	Food/Beverages will be served (List Caterers): <u>FOOD PURCHASED FROM BOOTH'S OF CATERERS/ RESTAURANTS</u>
#	<input checked="" type="checkbox"/>	Security (detail who, number of officers, times. Attach plan)			Vendors items sold/ solicitation <u>HANDCRAFTED ITEMS OF SHEEP NATURE</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Medical Services (Circle) First Aid and/or EMS Services *Determination of EMS services is dependent on event size and type. Who is providing this service: _____	<input checked="" type="checkbox"/>		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)	<u>#70</u>		Booths: <input type="checkbox"/> Profit / Non-Profit
#		Electricity / Generators (Size _____) Attach detailed electrical plan.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Activities / Entertainment (Agenda) Other equipment or entertainment <u>see attached</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lighting plan: attach plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signs or Banners: sign permit may be required by the City Planning and Zoning Department <u>BANNER ON SHEEP CAMP</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Gray Water Barrel / Grease Barrel (circle/detail # and locations)	<input type="checkbox"/>	<input type="checkbox"/>	Stages (Number and Size(s)) <u>10' x 32'</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sanitation -Trash bins, Dumpsters, Recycle (circle/detail # and locations)	<u>#2</u>		Barricades. How many identify locations and attach logistics map
#	<u>5</u>	Porta Toilets / Wash Stations (Quantity <u>ADA 1 Regular 5</u>) <u>PLUS IN ARMORY</u>	#		EVENT estimated attendance: <u>7000</u> Number of staff working event: <u>8</u> Number of volunteers working event: <u>70</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Water Drinking / Washing (circle)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Amplified Sound Permit-the allowable sound decibel level - (90) dB maximum <u>DAYTIME ONLY</u>

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer's Signature: Shirley Kelley Date: 7/7/2015



Trailing of the Sheep Festival

"To gather, present, and preserve the history and cultures of sheepherding in Idaho and the West"

P.O. Box 3692, Hailey, ID 83333
208-720-0585

www.trailingofthesheep.org

City of Hailey

P.O. Box 2169

Hailey, ID 83333

Attn: Kristine Hilt, Community Development Coordinator

RE: Trailing of the Sheep Festival

January 7, 2015

Dear Kristine,

We look forward to our 19th Annual Trailing of the Sheep Festival's Folklife Fair! This year's date is Saturday, October 10, 2015. Last fall's Folklife Fair drew about 7,500 visitors!

We have added a few more events (both in Hailey, Ketchum and, new, Sun Valley - still working on Bellevue!) so the Festival starts on Wednesday, Oct. 7 and ends on Sunday, Oct. 11.

The whole festival experienced a 'bump' in visitors in 2014 with between 50%-75% increase over 2013. This included all our classes, presentations and events. Our Economic Study calculated a higher rate of valley lodging occupancy this year and the contribution of \$4.5 million to the local economy. We expect another 'bump' this fall.

Our main challenge is parking for these visitors for Folklife Fair. I began a meeting in November with Mountain Rides on how to have more public transportation with a local Park and Ride and more 'up and down' the valley bus availability. Unfortunately, their existing weekend schedule is very sparse/limited.

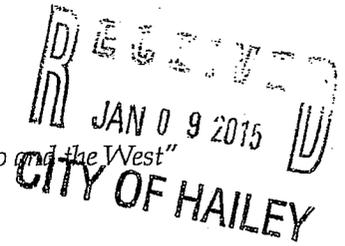
I have enclosed the forms, check and information towards our application for our events in Hailey. I have also attached the Street Banner form and a check for the \$100.00.

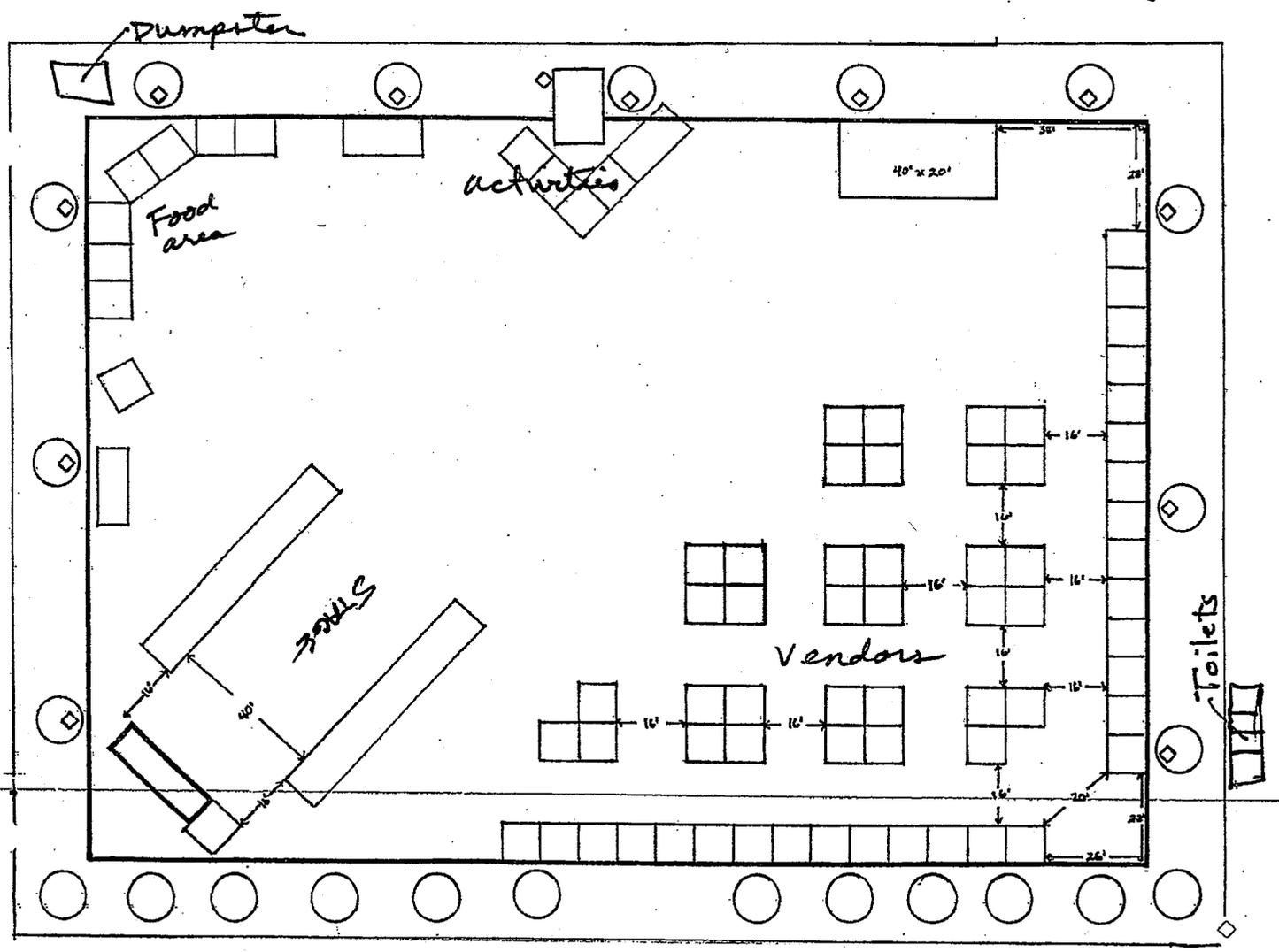
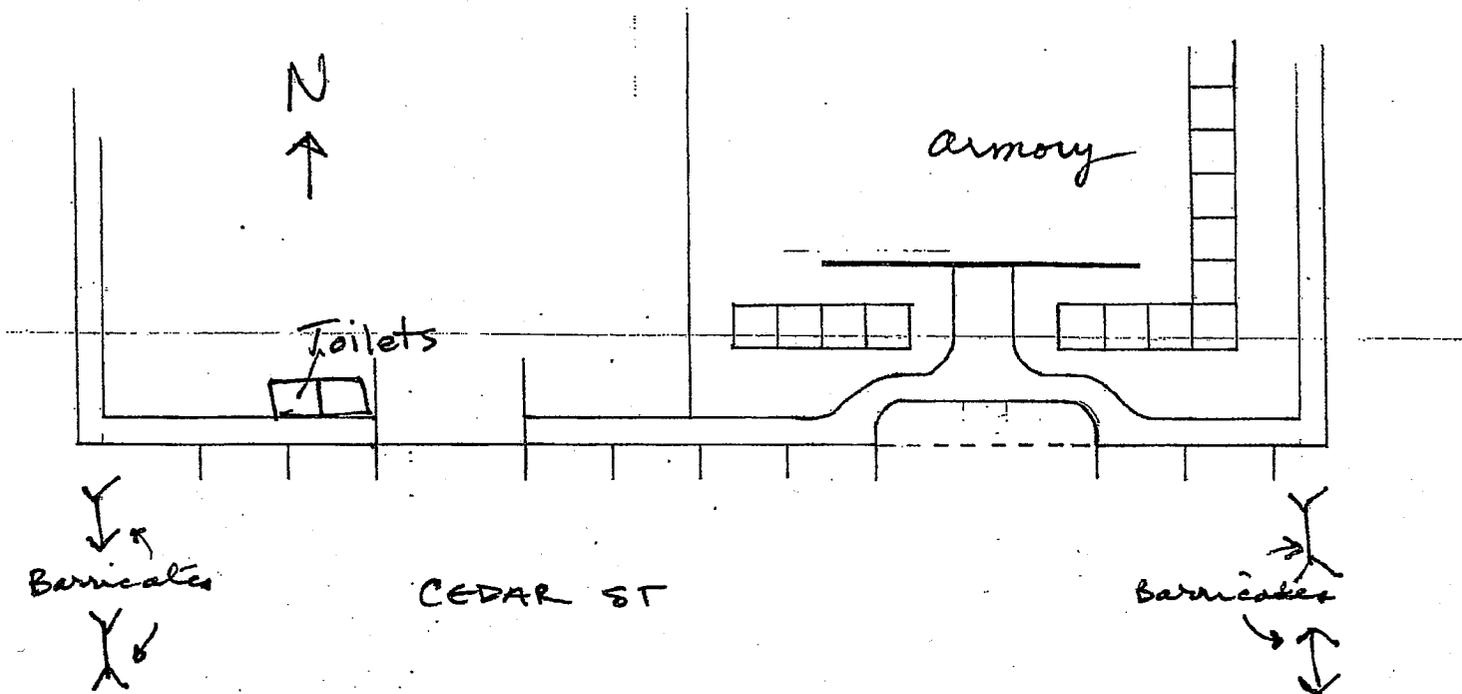
We would love to have you consider allowing us 2 weeks on the street banner. First week could be in a secondary location on Main Street from Sept. 28th - Oct. 5th with primary center hanging on Main Street from Oct. 5th to Oct. 12th.

We will be selling beer and wine buy the 'glass' during the Folklife Fair at R.M. Park. Since Alcohol Licenses are renewed in August, we will submit our Alcohol Beverage Catering Permit this coming Aug./Sept.

Board of Directors

Joan Davies • Dominique Etcheverry • Julie Flolo
Kathi Kimball • Danae Klimes • Julie Noh • John Peavey • Jerry Seiffert
Mardi Shepard • Frank Shrontz • Alberto Uranga • Kelli Young
Honorary lifetime member, Ivan Swaner





* Barricades 'NO PARKING' around AV dump

ACTIVITIES AND ENTERTAINMENT AT 2015 FOLKLIFE FAIR

ON AND AROUND STAGE - 10 a.m. - 4 p.m.:

Basque Dancers and music

Peruvian Dancers and music

Highlander bagpipe band and dancers

And more typical ethnic musicians and dancers

KID'S ACTIVITIES AREA - 10 a.m. - 4 p.m.:

Classes and projects all related to sheep and wool

SHEARERS - 10 a.m. - 4 p.m.:

Exhibit with discussion on shearing sheep on the ½ hour

Live sheep shorn during exhibit

FLEECE JUDGING, PRESENTATIONS, CLASSES - 8 a.m. - 4 p.m.

Held in the Armory

WEAVING & SPINNING DEMONSTRATIONS:

Within the Vendor area, many of the vendors demonstrate during the event

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AGENDA ITEM SUMMARY

DATE: 2/09/15 DEPARTMENT: Clerk's Office DEPT. HEAD SIGNATURE M. Cone

SUBJECT

Approval of Minutes from the meeting of the Hailey City Council on January 20, 2015 and to suspend reading of them.

AUTHORITY: ID Code 67-2344 IAR _____ City Ordinance/Code _____

Idaho Code requires that a governing body shall provide for the taking of written minutes at all of its meetings, and that all minutes shall be available to the public within a reasonable period of time after the meeting. Minutes should be approved by the council at the next regular meeting and kept by the clerk in a book of minutes, signed by the clerk.

BACKGROUND:

Draft minutes prepared.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____ YTD Line Item Balance \$ _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

<input type="checkbox"/> City Attorney	<input checked="" type="checkbox"/> City Clerk	<input type="checkbox"/> Engineer	<input type="checkbox"/> Mayor
<input type="checkbox"/> P & Z Commission	<input type="checkbox"/> Parks & Lands Board	<input type="checkbox"/> Public Works	<input type="checkbox"/> Other

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve the minutes as presented, and to suspend the reading of them, or remove from consent agenda to make changes and then approve as amended.

FOLLOW UP NOTES:

**MINUTES OF THE MEETING OF THE
HAILEY CITY COUNCIL
HELD JANUARY 20, 2015
IN THE HAILEY TOWN CENTER MEETING ROOM**

The Meeting of the Hailey City Council was called to order at 5:28 P.M. by Mayor Fritz Haemmerle. Present were Council members, Don Keirn, Pat Cooley, and Martha Burke. Staff present included City Attorney Ned Williamson, City Administrator Heather Dawson, and City Clerk Mary Cone.

Carol Brown not present.

Open Session for Public Comments:

5:28:58 PM Peter Lobb pulled CA 004 for comment.

CONSENT AGENDA:

CA 001	Motion to hold one Special City Council Meeting on February 9, 2015, to take the place of the regular meetings which would otherwise have been held on February 2 and 16, 2015	4
CA 002	Motion to ratify Fire Department Grant application for St Luke's Select 25 grant for \$2,500 to be used for purchase of an Emergency Medical Service (EMS) bicycle	6
CA 003	Motion to authorize a Wood River Land Trust wetlands restoration project on property owned by the City of Hailey near the boardwalk, with stipulation that WRLT and the City of Hailey file appropriate burn permits	15
CA 004	Motion to accept donation to Hailey Police Department in the amount of \$7,500 which the department intends to use to buy and train a drug dog.....	19
CA 005	Motion to approve FSA Maximum Election amount Increase amendment from \$2,500 to \$2,550 with the 2015 plan year	21
CA 006	Motion to approve new taxi fare schedule presented by Sun Valley Limo/Airport Cab Company	26
CA 007	Findings of Fact and Conclusions of Law for an application for a subdivision of Lot 6, East Hailey Meadows Subdivision, by creating four residential condominium units and common space to be known as the East Hailey Condominiums, consisting of a total property area of 9,448 square feet. Current zoning of the property is Limited Residential 1 (LR-1). The existing structure houses four apartment units and no new construction is necessary for the condominium conversion	29
CA 008	Findings of Fact and Conclusions of Law an application for a subdivision of Lot 20A, Block 8, Hailey Townsite, by creating two townhouse sublots to be known as Chestnut Street Townhomes. Sublot 1 consists of .05 acre and Sublot 2 consists of .10 acre and the total development comprises .15 acre. Current zoning of the property is General Residential (GR). The existing structure houses two apartment units and no new construction is necessary for the townhouse conversion	55
CA 009	Motion to approve minutes of December 15, 2014 and to suspend reading of them.....	81
CA 010	Motion to ratify claims for expenses due in January, 2015	91
CA 011	Motion to approve claims for expenses incurred during the month of December 15, 2014, and claims for expenses due by contract in January, 2015	114
CA 012	Motion to approve Treasurer's report for December 2014	132
CA 013	Motion to ratify the Annual Road and Street report which was due December 31, 2014.....	143

5:29:23 PM Burke moves to approve the amended agenda adding items PH 020-a, MR 031 and MR 032, seconded by Cooley, motion passed unanimously.

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Williamson pulls item CA 009.

5:30:30 PM Burke moved to approve all consent agenda items minus CA004 and CA 009, seconded by Cooley, motion passed unanimously.

CA 004 5:31:01 PM Peter Lobb comments on typical purchases, this item was not budgeted. Lobb hopes that the public will be able to comment on whether or not this is the best use of money.

5:32:21 PM Motion to accept the donation of \$7,500 by Burke, seconded by Keirn, motion passed unanimously.

CA 009 5:34:30 PM Williamson points to page 85 in minutes, regarding PH464. There were 3 items changed in the last meeting, 1 of the 3 is not included in the motion of the minutes. Williamson clarifies what the motion, one of the 3 items are not included in the motion in the minutes. The Findings of Fact is correct, it includes this 3rd item. This item is access shown on the plat, the plat must show access from the street and not the alley.

5:35:53 PM Pat Cooley on next page PH 465, wants to clarify two meters in motion, page 86. The motion is not clear that there should be two separate water meters.

5:36:58 PM Motion to amend December 15, 2014 minutes to reflect that the plat to be redrawn to reflect access to the street on page 85, PH 464, and page 86, clarify two separate meters as a condition of approval of item PH 465, motion made by Burke, seconded by Keirn. Motion passed with roll call vote. Burke, yes. Cooley, yes. Keirn, yes.

MAYOR'S REMARKS:

MR 031 Mayor's comments on nuclear waste passage through Idaho under Governor Butch Otter

Two articles were given to council before the meeting, one was a guest opinion article from Cecil D. Andrus from the *Idaho Statesman*. The other one was from the *Boise Weekly*.

5:38:50 PM Regarding the proposal of Gov. Butch Otter, to import Nuclear waste into the state of Idaho. If this is done, and contamination occurs, it could impact 1 out of every 2 people in the state by tainting the Snake River Aquifer water supply. Mayor Haemmerle suggests us having a discussion in a future meeting, and invite the Governor's office, asking them to rethink allowing more nuclear waste importation into the state. Mayor Haemmerle read an article that was published in the Idaho Statesman today from former Governor Cecil Andrus.

MR 032 Mayor's commendation to the local Kiwanis Club and to the Seagraves Foundation

5:45:10 PM Mayor Haemmerle graciously recognizes the generous donations last year, from Kiwanis Club, \$22,500 for the playground structures at Deerfield Park, and now they have their eyes on another Hailey Park, Foxmoor for a future donation. Mayor asked for representatives of

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Kiwanis to come up and be recognized, Mary Caldwell Kiwanis President and Lorna Hazleton (past Kiwanis President) to accept a plaque.

Also, the Seagraves Foundation donated \$20,000 to revive Hop Porter Park.

With both of these donations, \$42,500, was donated to the City of Hailey. Seagraves Foundation does a lot of things for this community. Mayor Haemmerle thanked both organizations for their generosity to the City of Hailey.

PROCLAMATIONS AND PRESENTATIONS:

PP 014 Turkey Trot Presentation

Turkey Trot presentation by Daryl Fauth. 5:48:42 PM Fauth announced that we are in the 12th year of Hailey's Turkey Trot. The first year, there were 60 participants, last year, we had 650 participants. Fauth is here to ask for Hailey's help by way of money. Fauth discussed the ways they communicate to get a larger crowd. Fauth asked for specific help from the city, including, safe path through Lions Park, EMTs for event, street barricades, police presence, start and finish area. Fauth presented some ideas, like hiring a chip timing company to give race results. Fauth then discussed the Turkey Trot's budget, \$1,000 goes to Charity every year. Fauth is asking for the City to pay for the chip timing company, estimated at \$3,000.

Mayor Haemmerle offered to personally buy some kegs. Every year during budget time the mayor and council discuss funding options, Mayor Haemmerle suggested that they would consider this a funding request from the Turkey Trot.

6:03:09 PM Burke would like to help participate in the solution of the water in Lions Park issue. Burke wants to see if LOT funds come in ahead of the budget this year, that maybe we can appropriate some funds to help this event - through an amended budget.

PP 015 Mountain Rides Presentation

6:05:15 PM Mountain Rides, Jason Miller Exec. Director. This year (2014), on Dec. 29th, was the 500,000th rider. This is the most riders in the history of Mountain Rides. This is the first year that we've had zero at fault accidents, a real testament to the drivers. In Nov. Mountain Rides found funds through ITD, to fund the 12-1 Hailey route – which had not ever been run. Ridership continues to rise. Hailey routes are about 10% of total ridership. New Bellevue bus facility, will break ground in May 2015. Now is the time to implement the bike-ped plan. Bike share program will re-launch in 2015.

6:13:42 PM Mayor Haemmerle asked about how they will help the highway 75 pick-up spot by Middle school. Mayor suggests there could be some adjustments. Miller responds to the Mayor's comment.

Discussion ensued about bringing back late night routes to allow more people to go out to restaurants and not worry about having to drive after one drink.

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PP 016 Community Development Building Permit Report

6:17:32 PM Kristine Hilt gave a presentation to council regarding 2014 Building Permits and Business Licenses. Hilt gave a 10 year comparison and spoke about the valuation of permits dropping in 2008/2009 and that they are now going back up. Hilt then gave a summary on Business License comparison over the past years.

PP 017 Presentation by Wood River Land Trust regarding Big Wood River Corridor

Presentation of Hailey Greenway, given by 6:26:00 PM Chad Stoesz Stewardship Coordinator of the Wood River Land Trust (WRLT). Stoesz discussed all of the projects that the WRLT has taken on over the past decade in the Hailey Greenway area, including restoring the pond, introducing native plants, installing the Bow Bridge. The next project in this area is Reed Canarygrass Removal. Over the past 4 years this Canarygrass has taken over the wetlands area. Stoesz explain next steps on the project, eradicate the Canarygrass, and then revegetate with native plants. Eradicating the Canarygrass will be a combination of several procedures, controlled burn, and herbicides will both be used in this project. Revegetation is planned for 2017. Ongoing Stewardship from 2018-2020, to keep weeds under control and prevent re-infestations.

Mayor Haemmerle asked about the Colorado Gulch properties. Stoesz responds, 6:37:27 PM on the western side of the River, there is public access. The east side access, is not legal, but the owners are not around to actively address the illegal access. Stoesz stated that the WRLT's goal is to increase this area known as Hailey Greenway, by purchasing more land in this area.

APPOINTMENTS AND AWARDS:

AA 018 Hailey Planning and Zoning Commission appointment to fill expiring term of Jay Cone (Dec 2014)

6:39:50 PM Mayor does not have a recommendation at this point yet. Maybe he will have one at the next meeting.

PUBLIC HEARINGS:

PH 019 Next FMAA meeting is scheduled for February 5, 2015 at Hailey City Hall 5:30 pm

FMAA meeting, Ron Fairfax was appointed as the independent chair to the board.

The next FMAA meeting is at Hailey city hall on Thursday Feb. 5th at 5:30 pm

PH 020-a Capital Improvement Plan Report

6:43:11 PM Dawson handed out a document on the Road and Bridge Levy Measure. Mayor Haemmerle gave an introduction of this item. Mayor handed over this discussion to Dawson. Dawson is working on the statement of needs for the next meeting. A broad list of the funding

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mechanisms is on the document presented tonight. Hailey relies on about ½ of our revenue from taxes. For every \$10 of \$100,000 valuation, we would increase our revenue \$76,700 is added to our bottom line. Dawson further explained our revenue opportunities under Idaho Law.

6:54:13 PM Peter Lobb comments to council and suggests to look at past years – 20 years back and look at what voters approved, this may help us move forward.

6:55:02 PM Bob MacLeod suggests to specifically name the Library or other city entities that are seeking funds. Mayor responds to this comment.

Mayor Haemmerle asks Dawson to look at how we've paid for things in the past 20 years. For every \$10 increase in tax valuation/\$100,000, City of Hailey would get \$76,700.

PH 020-b Consideration of Hailey's level of support to Blaine County for a May 2015 Road & Bridge Levy Measure

6:58:12 PM Jacob Greenberg, Blaine County Commissioner is present at the meeting to discuss their proposed levy. Greenberg explained that the County is still looking for a May 2015 levy. Greenberg handed out a document to council that is preliminary and subject to change. Greenberg is asking for Hailey's comments. The county is asking for comments by Jan. 26th, 28th, or 29th. The county is going to conduct a poll of citizens to help decide what to do. 7:08:13 PM Mayor Haemmerle asked a question of Greenberg regarding the last County levy that went to vote and failed in Nov. 2014. Greenberg answered Haemmerle's question.

7:10:45 PM Burke refers to her past experience with citizens polls and committees. These committees tend to delay the entire process and could risk the success of the bond. Burke believes that the education component is the missing link in their campaign. Greenberg spoke to the citizen committee's timeline.

7:14:56 PM Keirn asks a question to Greenberg. Burke clarified what she thinks Keirn was saying to Greenberg. Greenberg responds.

Mayor Haemmerle clarifies that we need empathy between municipalities, we cannot all be asking for money from the same taxpayers.

Greenberg asks for Hailey's feedback on his presentation tonight.

No Public comments.

7:27:06 PM Cooley wonders what the average taxpayer's pain threshold is, \$100?

PH 021 Consideration of ordinance amending Hailey Municipal Code Chapter 12 to clarify that the possession and use of tobacco and alcohol by minors is prohibited in all city parks

7:29:24 PM Williamson added electronic cigarettes in definitions and in the prohibition.

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Public Comments:

7:31:25 PM Peter Lobb asks a question about electronic cigarettes, if this is already in state law, why do we need to adopt this in Hailey? Mayor responds to Lobb's question.

7:33:38 PM **Burke moves to approve Ordinance No. 1171, seconded by Cooley, motion passed unanimously.**

Mayor Haemmerle conducts the 1st Reading of Ordinance No. 1171 by title only.

NEW BUSINESS:

NB 022 Presentation and consideration of Resolution 2015-01, authorizing an MOU with graduate student Dean Gunderson to conduct a site-selection process for a Hailey Town Square

7:35:34 PM Dean Gunderson introduced himself to council and gave a history of how he became involved with this idea. Dean Gunderson is tasked with a Master Thesis project on finding a Town Square location within the City of Hailey. Gunderson is going poll Hailey citizens, what amenities would you like to see in a town square, 2) what types of adjacent land uses would you like to see next to the Town Square and 3) What types of events would you like to see at the Town Square? Part of this process includes a public survey. Gunderson is targeting 340 responses to get a 95% degree of certainty of the survey for our community size. Gunderson will present his final results in either of the May council meetings.

7:42:18 PM Lisa Horowitz comments on this project.

7:43:30 PM Burke asks Gunderson what he wants to see in this process. Gunderson responds to the question.

7:45:11 PM Peter Lobb wonders if the people care to see a Town Square in Hailey.

Keirn moves to approve Resolution 2015-01 and authorize the Mayor to sign MOU with Dean Gunderson, seconded by Burke. Motion passed with Roll call vote. Burke, yes. Cooley, yes. Keirn, yes.

NB 023 Consideration of Resolution 2015-02, authorizing HDR Task Order # 10 for WWTP Biosolids Project redesign necessary to accommodate the Huber and FKC biosolids equipment

7:49:01 PM Mariel Platt spoke to this item, the proposal is for \$98,285 not \$100,000 not to exceed as previously communicated.

7:51:18 PM **Motion to approve Resolution 2015-02 authorizing HDR Task Order #10 for the biosolids redesign for the Huber and FKC equipment, made by Burke seconded by Keirn, motion passed unanimously.**

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NB 024 *Authorize ratification for issuance of Notice to Proceed to FKC for procurement of dewatering equipment for the WWTP Biosolids Project*

7:51:57 PM Platt gave an overview of this item.

7:52:20 PM **Motion to ratify notice to proceed made by Keirn, seconded by Burke, motion passed unanimously.**

NB 025 *Selection of the prequalified Construction Contractors for WWTP Biosolids Project*

7:53:14 PM Platt gave an overview of this item, we received 7 responses for pre-qualifications and 5 for the CE&I. We will have a list for council review at the Feb. 9th meeting. This will not impact the construction schedule.

OLD BUSINESS:

OB 026 *3rd Reading of Ordinance No. 1170, a Hailey Municipal Code amendment to correct previous errors in codification identified by Hailey's current codifier Sterling, and approval of Summary for publication*

7:55:16 PM **Burke moves to waive 2nd reading, conduct the 3rd reading, authorize the Mayor to sign and approve the Ordinance summary, seconded by Keirn, motion passed unanimously.**

Mayor Haemmerle conducts the 3rd Reading of Ordinance No. 1170, by title only.

OB 027 *2nd Reading of Ordinance No. 1169, City of Hailey text amendment to the Zoning Ordinance 532 to amend Article 5.4, the District Use Matrix, and Article 7, Supplementary Location and Bulk Requirements, Section 7.1.10 which addresses the keeping and raising of chickens. The amendment proposes to increase the maximum number of laying hens allowed, amends language addressing locations for the keeping of chickens, and amends the use of Urban Agriculture within the District Use Matrix*

7:59:44 PM **Mayor Haemmerle conducts the 2nd reading of Ordinance No. 1169, by title only.**

STAFF REPORTS:

8:01:07 PM Mariel Platt gave a snow report, we've had 5 snow events this year (over 3 inches), and have spent approximately 25% of the snow removal contracted amount, this consists of 934 hours (staff 663 hours), W/WW departments have spent 86 hours and very limited overtime/comp. time paid.

Platt reports that we've used 9% of the annual fuel budget, includes paying for the contractor's fuel for snow removal.

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8:03:29 PM Burke moves to adjourn meeting, seconded by Cooley, motion passed unanimously.

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AGENDA ITEM SUMMARY

DATE 2/09/2015 DEPARTMENT: Finance & Records **DEPT. HEAD SIGNATURE:** MHC

SUBJECT

Council Approval of Claims costs incurred during the month of January 2015 that are set to be paid by contract for February 2015.

AUTHORITY: ID Code 50-1017 IAR _____ City Ordinance/Code _____

BACKGROUND:

Claims are processed for approval three times per month under the following procedure:

1. Invoices received, approved and coded to budget by Department Head.
 2. Invoice entry into data base by finance department.
 3. Open invoice report and check register report printed for council review at city council meeting.
 4. Following council approval, mayor and clerk sign checks and check register report.
 5. Signed check register report is entered into Minutes book.
-

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____ YTD Line Item Balance \$ _____

Payments are for expenses incurred during the previous month, per an accrual accounting system.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

___ City Attorney ___ Clerk / Finance Director ___ Engineer ___ Mayor
___ P & Z Commission ___ Parks & Lands Board ___ Public Works ___ Other

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Review report's, ask questions about expenses and procedures, approve claims for payment.

FOLLOW UP NOTES:

Posting period: 02/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
176 ALLINGTON, RICK										
97	1	ATTORNEY FEES	Invoice	02/01/2015	02/01/2015	3,570.67	3,570.67	100-25-41313		215
Total 176 ALLINGTON, RICK:						3,570.67	3,570.67			
728 AMERICAN PLANNING ASSOCIATION										
221622	1	ANNUAL DUES 4/1/15 - 3/31/16 PLATT	Invoice	01/22/2015	02/09/2015	123.34	123.34	100-42-41711		215
221622	2	ANNUAL DUES 4/1/15 - 3/31/16 PLATT	Invoice	01/22/2015	02/09/2015	123.33	123.33	200-42-41711		215
221622	3	ANNUAL DUES 4/1/15 - 3/31/16 PLATT	Invoice	01/22/2015	02/09/2015	123.33	123.33	210-42-41711		215
Total 728 AMERICAN PLANNING ASSOCIATION :						370.00	370.00			
2918 AMERIPRIDE LINEN AND APPAREL S										
240038	1	UNIFORMS WW	Invoice	01/15/2015	02/02/2015	145.93	145.93	210-70-41703		115
240038	1	UNIFORMS WW	Invoice	01/22/2015	02/02/2015	106.97	106.97	210-70-41703		115
240039	1	UNIFORMS WW	Invoice	01/29/2015	02/09/2015	145.93	145.93	210-70-41703		215
Total 2918 AMERIPRIDE LINEN AND APPAREL S:						398.83	398.83			
2225 ANIMAL SHELTER OF WR VALLEY										
989	1	quarterly payment	Invoice	01/16/2015	02/09/2015	4,000.00	4,000.00	100-10-41707		215
Total 2225 ANIMAL SHELTER OF WR VALLEY:						4,000.00	4,000.00			
2772 BANK OF NY MELLON										
252-18	1	administration fee revenue bond w/ww	Invoice	01/12/2015	02/02/2015	175.00	175.00	200-60-41613		115
252-18	2	administration fee revenue bond w/ww	Invoice	01/12/2015	02/02/2015	175.00	175.00	210-70-41613		115
Total 2772 BANK OF NY MELLON:						350.00	350.00			
2864 BENCHMARK ASSOCIATES, P.A.										
0115-1	1	Review and Sign Plat	Invoice	01/02/2015	02/09/2015	32.50	32.50	100-20-41313		215
Total 2864 BENCHMARK ASSOCIATES, P.A. :						32.50	32.50			
1415 BENTZ, SUSAN										
2/2/15	1	Refund Park Rental Fee	Invoice	02/02/2015	02/09/2015	50.00	50.00	100-00-32265		215
2/2/15	2	Refund Tax for Park Rental Fee	Invoice	02/02/2015	02/09/2015	3.00	3.00	100-00-20317		215

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 1415 BENTZ, SUSAN:										
						53.00	53.00			
5143 BLAINE COUNTY DISPATCH										
QUART	1	2nd quarter payment FYE 2015	Invoice	02/05/2015	02/09/2015	29,267.25	29,267.25	100-25-41741		215
Total 5143 BLAINE COUNTY DISPATCH:										
						29,267.25	29,267.25			
629 BURKS TRACTOR										
IV4627	1	46273 KUB - PIPE - 5003	Invoice	01/12/2015	02/09/2015	95.17	95.17	100-40-41405		215
Total 629 BURKS TRACTOR:										
						95.17	95.17			
1354 CABELA'S										
044715	1	OVERALLS	Invoice	01/09/2015	02/09/2015	102.44	102.44	200-60-41703		215
044715	2	WORK COAT	Invoice	01/09/2015	02/09/2015	99.99	99.99	200-60-41703		215
045156	1	CREDIT	Invoice	01/26/2015	02/09/2015	99.99-	99.99-	200-60-41703		215
Total 1354 CABELA'S:										
						102.44	102.44			
50302 CAMPBELL, NAT										
2/4/15	1	REFUND: 615 2ND AVE N #B/28.02090.03	Invoice	02/04/2015	02/09/2015	87.62	87.62	100-00-15110		215
Total 50302 CAMPBELL, NAT:										
						87.62	87.62			
4514 CENTER POINT LARGE PRING										
125837	1	books for collection	Invoice	01/07/2015	02/02/2015	53.95	53.95	100-45-41535		115
Total 4514 CENTER POINT LARGE PRING:										
						53.95	53.95			
6056 CENTURY LINK										
1/22/15	1	9814 260B	Invoice	01/22/2015	02/09/2015	150.00	150.00	100-15-41713		215
1/22/15	2	9814 260B	Invoice	01/22/2015	02/09/2015	150.00	150.00	200-15-41713		215
1/22/15	3	9814 260B- 33.33%	Invoice	01/22/2015	02/09/2015	150.00	150.00	210-15-41713		215
1/22/15	4	9814 260B	Invoice	01/22/2015	02/09/2015	150.00	150.00	100-25-41713		215
1/22/15	5	9814 260B	Invoice	01/22/2015	02/09/2015	150.00	150.00	100-20-41713		215
1/22/15	6	9814 260B- 33.33%	Invoice	01/22/2015	02/09/2015	52.50	52.50	100-42-41713		215
1/22/15	7	9814 260B- 33.33%	Invoice	01/22/2015	02/09/2015	52.50	52.50	200-42-41713		215
1/22/15	8	9814 260B- 33.33%	Invoice	01/22/2015	02/09/2015	51.06	51.06	210-42-41713		215
1/22/15	9	2211-125b treatment plant	Invoice	01/22/2015	02/09/2015	48.08	48.08	210-70-41713		215

Posting period: 02/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
1/22/15	10	2211-125B Water Dept	Invoice	01/22/2015	02/09/2015	48.08	48.08	200-60-41713		215
1/22/15	11	3147 220B HFD	Invoice	01/22/2015	02/09/2015	161.23	161.23	100-55-41713		215
1/22/15	12	5965-737B STREET SHOP	Invoice	01/22/2015	02/09/2015	107.49	107.49	100-40-41713		215
Total 6056 CENTURY LINK:						1,270.94	1,270.94			
5361 CENTURY LINK - PHONE SERVICE										
1/1/15	1	L 208-788-0258 309M	Invoice	01/01/2015	02/02/2015	224.26	224.26	100-25-41713		115
Total 5361 CENTURY LINK - PHONE SERVICE:						224.26	224.26			
670 CITY OF HAILEY W&S DEPT										
JANUA	1	CITY OF HAILEY STREET SHOP	Invoice	01/01/2015	02/09/2015	677.83	677.83	100-40-41717		215
JANUA	2	CITY OF HAILEY INTER CENTER	Invoice	01/01/2015	02/09/2015	37.58	37.58	100-10-41717		215
JANUA	3	CITY OF HAILEY RODEO PARK	Invoice	01/01/2015	02/09/2015	99.28	99.28	100-50-41817		215
JANUA	4	CITY OF HAILEY CITY HALL	Invoice	01/01/2015	02/09/2015	70.63	70.63	100-42-41717		215
JANUA	5	CITY OF HAILEY CITY HALL	Invoice	01/01/2015	02/09/2015	70.63	70.63	200-42-41717		215
JANUA	6	CITY OF HAILEY CITY HALL	Invoice	01/01/2015	02/09/2015	70.64	70.64	210-42-41717		215
JANUA	7	CITY OF HAILEY FIRE DEPARTMENT	Invoice	01/01/2015	02/09/2015	52.20	52.20	100-55-41717		215
JANUA	8	CITY OF HAILEY TREATMENT PL	Invoice	01/01/2015	02/09/2015	72.43	72.43	200-60-41717		215
JANUA	9	CITY OF HAILEY TREATMENT PL	Invoice	01/01/2015	02/09/2015	72.43	72.43	210-70-41717		215
JANUA	10	CITY PARKING LOT- IRRIGATION	Invoice	01/01/2015	02/09/2015	214.66	214.66	100-50-41717		215
Total 670 CITY OF HAILEY W&S DEPT :						1,438.31	1,438.31			
2954 CLEAR CREEK DISPOSAL -PARKS										
000086	1	portable restroom for holiday square	Invoice	01/27/2015	02/09/2015	14.61	14.61	100-40-41225		215
000086	1	portable restroom for Keefer grind park	Invoice	01/27/2015	02/09/2015	80.37	80.37	100-50-41717		215
Total 2954 CLEAR CREEK DISPOSAL -PARKS:						94.98	94.98			
22457 CLEAR CREEK DISPOSAL, INC.										
JANUA	1	FRANCHISE FEE	Invoice	02/04/2015	02/09/2015	96,786.52	96,786.52	100-00-20515		215
Total 22457 CLEAR CREEK DISPOSAL, INC.:						96,786.52	96,786.52			
2641 COLUMBIA ELECTRIC SUPPLY										
8819-5	1	ADAPTER	Invoice	01/09/2015	02/09/2015	144.00	144.00	200-60-41405		215

Posting period: 02/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 2641 COLUMBIA ELECTRIC SUPPLY :										
						144.00	144.00			
4948 CONE, MARY										
172024	1	Reimburse for red dot stickers for records retention	Invoice	01/23/2015	02/09/2015	2.76	2.76	100-15-41215		215
172024	2	Reimburse for red dot stickers for records retention	Invoice	01/23/2015	02/09/2015	2.75	2.75	200-15-41215		215
172024	3	Reimburse for red dot stickers for records retention	Invoice	01/23/2015	02/09/2015	2.75	2.75	210-15-41215		215
Total 4948 CONE, MARY: 8.26 8.26										
337 COPY & PRINT LLC										
62860	1	return of unused 1099 forms and envelopes	Invoice	01/28/2015	02/09/2015	33.72-	33.72-	100-15-41215		215
62860	2	return of unused 1099 forms and envelopes	Invoice	01/28/2015	02/09/2015	33.72-	33.72-	200-15-41215		215
62860	3	return of unused 1099 forms and envelopes	Invoice	01/28/2015	02/09/2015	33.72-	33.72-	210-15-41215		215
62923	1	1099s for tax returns and 2 pencils	Invoice	01/20/2015	02/09/2015	16.31	16.31	100-15-41215		215
62923	2	1099s for tax returns and 2 pencils	Invoice	01/20/2015	02/09/2015	16.31	16.31	200-15-41215		215
62923	3	1099s for tax returns and 2 pencils	Invoice	01/20/2015	02/09/2015	16.32	16.32	210-15-41215		215
62924	1	1099 envelopes for tax returns	Invoice	01/20/2015	02/09/2015	5.03	5.03	100-15-41215		215
62924	2	1099 envelopes for tax returns	Invoice	01/20/2015	02/09/2015	5.03	5.03	200-15-41215		215
62924	3	1099 envelopes for tax returns	Invoice	01/20/2015	02/09/2015	5.04	5.04	210-15-41215		215
62932	1	green dot stickers for records retention	Invoice	01/23/2015	02/09/2015	2.05	2.05	100-15-41215		215
62932	2	green dot stickers for records retention	Invoice	01/23/2015	02/09/2015	2.05	2.05	200-15-41215		215
62932	3	green dot stickers for records retention	Invoice	01/23/2015	02/09/2015	2.05	2.05	210-15-41215		215
63002	1	library office supplies	Invoice	01/16/2015	02/02/2015	75.98	75.98	100-45-41215		115
63136	1	library office supplies	Invoice	01/27/2015	02/02/2015	3.19	3.19	100-45-41215		115
Total 337 COPY & PRINT LLC: 48.20 48.20										
663 D&B SUPPLY										
80832	1	INSULATED BIBS	Invoice	01/18/2015	02/02/2015	99.99	99.99	200-60-41703		115
80832	2	RUBBER BOOTS	Invoice	01/18/2015	02/02/2015	17.99	17.99	200-60-41703		115
Total 663 D&B SUPPLY : 117.98 117.98										
304 DIVISION OF BUILDING SAFETY										
2/4/15	1	PERMIT & FEES JAN 2015	Invoice	02/04/2015	02/09/2015	5,298.06	5,298.06	100-00-20325		215
Total 304 DIVISION OF BUILDING SAFETY : 5,298.06 5,298.06										

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Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
2628 FASTENAL COMPANY										
IDJER5	1	FILTER RETAINERS	Invoice	11/25/2014	02/02/2015	45.37	45.37	200-60-41403		115
IDJER5	1	SHOP SUPPLIES WW	Invoice	01/27/2015	02/09/2015	562.64	562.64	210-70-41421		215
Total 2628 FASTENAL COMPANY:										
						608.01	608.01			
348 FEDERAL EXPRESS										
2-915-2	1	2-915-21892 SHIPPING CHGS / BIOSOLIDS PROJE	Invoice	01/22/2015	02/09/2015	164.42	164.42	210-70-41213	13.42.0009.1	215
772357	1	GOKEYLESS LOCK	Invoice	12/22/2014	02/09/2015	56.53	56.53	100-40-41413		215
840117	1	SHIPPING W	Invoice	01/15/2015	02/02/2015	43.38	43.38	200-60-41213		115
Total 348 FEDERAL EXPRESS :										
						264.33	264.33			
5007 FIRST ALARM LLC										
2245	1	MONTHLY ALARM MONITORING WW	Invoice	01/15/2015	02/02/2015	75.00	75.00	210-70-41325		115
Total 5007 FIRST ALARM LLC:										
						75.00	75.00			
1413 FIRST AMERICAN TITLE										
1/27/15	1	Refund Credit Balance	Invoice	01/27/2015	02/02/2015	195.36	195.36	100-00-15110		115
Total 1413 FIRST AMERICAN TITLE:										
						195.36	195.36			
996 FREEDOM MAILING SERVICES										
25984	1	delinquent letters	Invoice	01/12/2015	02/09/2015	46.01	46.01	100-15-41323		215
25984	2	delinquent letters	Invoice	01/12/2015	02/09/2015	46.01	46.01	200-15-41323		215
25984	3	delinquent letters	Invoice	01/12/2015	02/09/2015	46.02	46.02	210-15-41323		215
Total 996 FREEDOM MAILING SERVICES:										
						138.04	138.04			
101 GALENA ENGINEERING, INC.										
2/2/15	1	TAILRACE 1/5 - 1/19/15	Invoice	02/02/2015	02/09/2015	1,297.50	1,297.50	210-42-41313		215
2/4/15	1	Mapping Services	Invoice	02/04/2015	02/09/2015	387.50	387.50	100-20-41313		215
Total 101 GALENA ENGINEERING, INC. :										
						1,685.00	1,685.00			
6023 GIVENS PURSLEY LLP										
163694	1	163694 IMS PERMIT APPLICATION	Invoice	01/23/2015	02/09/2015	390.00	390.00	200-60-41413		215
163695	1	163695 FLYING HEART GROUND WATER APP	Invoice	01/23/2015	02/09/2015	390.00	390.00	200-60-41413		215

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 6023 GIVENS PURSLEY LLP:										
						780.00	780.00			
336 GO FER IT EXPRESS										
45929	1	LOCAL SHIPPING W	Invoice	01/30/2015	02/09/2015	52.00	52.00	200-60-41213		215
45929	2	LOCAL SHIPPING WW	Invoice	01/30/2015	02/09/2015	26.00	26.00	210-70-41213		215
Total 336 GO FER IT EXPRESS:										
						78.00	78.00			
1411 GOMEZ-NUNEZ, JUAN										
1/20/15	1	Refund Credit Balance	Invoice	01/20/2015	02/02/2015	64.95	64.95	100-00-15110		115
Total 1411 GOMEZ-NUNEZ, JUAN:										
						64.95	64.95			
658 HAILEY CHAMBER OF COMMERCE										
JAN.	1	CHAMBER LOT EXPENSES JANUARY	Invoice	02/04/2015	02/09/2015	3,908.48	3,908.48	100-10-41707		215
Total 658 HAILEY CHAMBER OF COMMERCE :										
						3,908.48	3,908.48			
4995 HAILEY ROTARY CLUB										
1/16/15	1	QUARTERLY DUES	Invoice	01/16/2015	02/09/2015	221.00	221.00	100-20-41711		215
Total 4995 HAILEY ROTARY CLUB:										
						221.00	221.00			
6223 HAILEY SWEETWATER PARTNERS										
1/22/15	1	REFUND Credit Balance 2529 Grange Way/2483 Wo	Invoice	01/22/2015	02/02/2015	165.33	165.33	100-00-15110		115
Total 6223 HAILEY SWEETWATER PARTNERS:										
						165.33	165.33			
8069 HILLSIDE AUTO										
25460	1	LABOR	Invoice	01/22/2015	02/09/2015	127.50	127.50	200-60-41415		215
25460	2	PARTS	Invoice	01/22/2015	02/09/2015	193.44	193.44	200-60-41415		215
Total 8069 HILLSIDE AUTO:										
						320.94	320.94			
1414 IDAHO CENTER FOR THE BOOKS										
2/5/15	1	Library display/program	Invoice	02/05/2015	02/09/2015	100.00	100.00	100-45-41326		215
Total 1414 IDAHO CENTER FOR THE BOOKS:										
						100.00	100.00			

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
5865 IDAHO DEPARTMENT OF LABOR										
Q:4 YR:	1	EMPLOYER NUMBER 0007002416	Invoice	01/27/2015	02/02/2015	1,936.18	1,936.18	100-50-41128		115
Q:4 YR:	2	EMPLOYER NUMBER 0007002416	Invoice	01/27/2015	02/02/2015	94.10	94.10	100-42-41128		115
Q:4 YR:	3	EMPLOYER NUMBER 0007002416	Invoice	01/27/2015	02/02/2015	94.10	94.10	200-42-41128		115
Q:4 YR:	4	EMPLOYER NUMBER 0007002416	Invoice	01/27/2015	02/02/2015	94.10	94.10	210-42-41128		115
Total 5865 IDAHO DEPARTMENT OF LABOR:						2,218.48	2,218.48			
671 IDAHO LUMBER & HARDWARE										
595957	1	595957 PLUG AIR AUTO, COUPLER AIR AUTO	Invoice	01/21/2015	02/09/2015	12.98	12.98	100-40-41405		215
596506	1	596506 DOWELS AND STAPLES	Invoice	01/27/2015	02/09/2015	40.90	40.90	100-40-41403		215
596701	1	596701 MELAMINE SHELVING	Invoice	01/29/2015	02/09/2015	9.12	9.12	100-42-41413		215
596701	2	596701 MELAMINE SHELVING	Invoice	01/29/2015	02/09/2015	9.12	9.12	200-42-41413		215
596701	3	596701 MELAMINE SHELVING	Invoice	01/29/2015	02/09/2015	9.12	9.12	210-42-41413		215
597004	1	597004 PLUG AIR INDUS/PLUG AIR AUTO	Invoice	02/03/2015	02/09/2015	7.98	7.98	100-40-41405		215
Total 671 IDAHO LUMBER & HARDWARE:						89.22	89.22			
22433 IDAHO POWER										
1/15/15	1	IP Acct#2204414540 Street lights	Invoice	01/15/2015	02/02/2015	175.29	175.29	100-40-41717		115
1/15/15	2	IP Acct#220558908 HEAGLE/1151 War Eagle	Invoice	01/15/2015	02/02/2015	5.25	5.25	100-50-41717		115
1/15/15	3	IP Acct#2204637769 W WATER	Invoice	01/15/2015	02/02/2015	9,501.04	9,501.04	210-70-41717		115
1/17/15	1	IP Acct#2204935643 STREET -1811 MERLIN LOO	Invoice	01/17/2015	02/02/2015	750.46	750.46	100-40-41717		115
1/17/15	2	IP Acct#2204935643 HFD	Invoice	01/17/2015	02/02/2015	305.54	305.54	100-55-41717		115
1/17/15	3	IP Acct#2204935643 LIBRARY	Invoice	01/17/2015	02/02/2015	434.09	434.09	100-45-41717		115
1/17/15	4	IP Acct#2204935643 /33%	Invoice	01/17/2015	02/02/2015	343.19	343.19	100-42-41717		115
1/17/15	5	IP Acct#2204935643 /33%	Invoice	01/17/2015	02/02/2015	343.19	343.19	200-42-41717		115
1/17/15	6	IP Acct#2204935643 /33%	Invoice	01/17/2015	02/02/2015	343.19	343.19	210-42-41717		115
1/29/15	1	IP Acct#2204837906 STREET	Invoice	01/29/2015	02/09/2015	2,079.66	2,079.66	100-40-41715		215
1/29/15	2	IP Acct#2205094259 PARK	Invoice	01/29/2015	02/09/2015	108.13	108.13	100-50-41717		215
1/29/15	3	IP Acct#2205094259 Rodeo	Invoice	01/29/2015	02/09/2015	791.21	791.21	100-50-41617		215
1/29/15	4	IP Acct#2205094259 ICE RINK/SKATE	Invoice	01/29/2015	02/09/2015	78.09	78.09	100-50-41617		215
1/29/15	5	IP Acct#2205094259 INTERP	Invoice	01/29/2015	02/09/2015	398.48	398.48	100-10-41717		215
1/29/15	6	IP Acct#22062003362 WATER	Invoice	01/29/2015	02/09/2015	1,807.14	1,807.14	200-60-41717		215
1/29/15	7	IP Acct#2206105138 STREET	Invoice	01/29/2015	02/09/2015	36.14	36.14	100-40-41715		215
1/29/15	8	IP Acct#220558932 LYONS/11 CROY CREEK	Invoice	01/29/2015	02/09/2015	16.64	16.64	100-50-41717		215
Total 22433 IDAHO POWER:						17,516.73	17,516.73			

Unpaid Invoice Report - MARY'S APPROVAL
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City of Hailey

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
424	1	IDAHO STATE FIRE MARSHAL	Invoice	01/16/2015	02/02/2015	15.00	15.00	100-55-41711		115
Total 424 IDAHO STATE FIRE MARSHAL : 15.00 15.00										
612 INGRAM BOOK COMPANY										
830685	1	Library Books and Materials	Invoice	01/14/2015	02/02/2015	10.07	10.07	100-45-41535		115
830685	1	Library Books and Materials	Invoice	01/14/2015	02/02/2015	11.59	11.59	100-45-41535		115
830685	1	Library Books and Materials	Invoice	01/14/2015	02/02/2015	171.51	171.51	100-45-41535		115
830685	1	Library Books and Materials	Invoice	01/14/2015	02/02/2015	14.72	14.72	100-45-41535		115
830685	1	Library Books and Materials	Invoice	01/14/2015	02/02/2015	9.51	9.51	100-45-41535		115
830685	1	Library Books and Materials	Invoice	01/14/2015	02/02/2015	106.93	106.93	100-45-41535		115
831990	1	Library Books and Materials	Invoice	01/18/2015	02/02/2015	83.60	83.60	100-45-41535		115
832713	1	Library Books and Materials	Invoice	01/20/2015	02/02/2015	15.68	15.68	100-45-41535		115
832713	1	Library Books and Materials	Invoice	01/20/2015	02/02/2015	14.55	14.55	100-45-41535		115
832713	1	Library Books and Materials	Invoice	01/20/2015	02/02/2015	13.97	13.97	100-45-41535		115
832713	1	Library Books and Materials	Invoice	01/20/2015	02/02/2015	10.07	10.07	100-45-41535		115
832713	1	Library Books and Materials	Invoice	01/20/2015	02/02/2015	13.99	13.99	100-45-41535		115
832713	1	Library Books and Materials	Invoice	01/20/2015	02/02/2015	9.51	9.51	100-45-41535		115
832713	1	Library Books and Materials	Invoice	01/20/2015	02/02/2015	171.97	171.97	100-45-41535		115
832909	1	Library Books and Materials	Invoice	01/20/2015	02/02/2015	29.79	29.79	100-45-41535		115
834112	1	Library Books and Materials	Invoice	01/23/2015	02/09/2015	52.20	52.20	100-45-41535		215
834112	1	Library Books and Materials	Invoice	01/23/2015	02/09/2015	8.70	8.70	100-45-41535		215
834112	1	Library Books and Materials	Invoice	01/23/2015	02/09/2015	83.36	83.36	100-45-41535		215
834112	1	Library Books and Materials	Invoice	01/23/2015	02/09/2015	27.25	27.25	100-45-41535		215
834112	1	Library Books and Materials	Invoice	01/23/2015	02/09/2015	31.32	31.32	100-45-41535		215
834112	1	Library Books and Materials	Invoice	01/23/2015	02/09/2015	14.00	14.00	100-45-41535		215
834112	1	Library Books and Materials	Invoice	01/23/2015	02/09/2015	11.57	11.57	100-45-41535		215
834112	1	Library Books and Materials	Invoice	01/23/2015	02/09/2015	2.31	2.31	100-45-41535		215
834112	1	Library Books and Materials	Invoice	01/23/2015	02/09/2015	178.42	178.42	100-45-41535		215
835106	1	Library Books and Materials	Invoice	01/27/2015	02/09/2015	35.23	35.23	100-45-41535		215
						1,131.82	1,131.82			
Total 612 INGRAM BOOK COMPANY:										
229 INTEGRATED TECHNOLOGIES										
13606	1	Copier contract charges	Invoice	01/09/2015	02/02/2015	68.42	68.42	100-25-41411		115
13786	1	MONTHLY PRINTER MAINTENANCE CONTRACT	Invoice	01/13/2015	02/02/2015	27.50	27.50	210-70-41325		115
13956	1	extra copies city hall	Invoice	01/15/2015	02/09/2015	8.76	8.76	100-15-41325		215
13956	2	extra copies city hall	Invoice	01/15/2015	02/09/2015	8.77	8.77	200-15-41325		215
13956	3	extra copies city hall	Invoice	01/15/2015	02/09/2015	8.77	8.77	210-15-41325		215

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Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
14427	1	Copier Maintenance	Invoice	01/21/2015	02/02/2015	130.50	130.50	100-20-41325		115
14494	1	Copier contract charges	Invoice	01/22/2015	02/02/2015	605.00	605.00	100-20-41325		115
14839	1	14839 CONTRACT CHARGES 12/22/14 - 01/21/15	Invoice	01/27/2015	02/09/2015	35.43	35.43	100-40-41325		215
14855	1	library copier contract	Invoice	01/27/2015	02/09/2015	48.98	48.98	100-45-41325		215
		Total 229 INTEGRATED TECHNOLOGIES:				942.13	942.13			
384 INTERMOUNTAIN GAS COMPANY										
215/15	1	10827500-001-7 METER 135286 P/W 33.3%	Invoice	02/05/2015	02/09/2015	55.23	55.23	100-42-41717		215
215/15	2	10827500-001-7 METER 135286 P/W 33.3%	Invoice	02/05/2015	02/09/2015	55.23	55.23	200-42-41717		215
215/15	3	10827500-001-7 METER 135286 P/W 33.3%	Invoice	02/05/2015	02/09/2015	55.23	55.23	210-42-41717		215
215/15	4	10827500-001-7 METER 135286 LIBRARY	Invoice	02/05/2015	02/09/2015	165.38	165.38	100-45-41717		215
215/15	5	10240400-001-4 METER 135285 WW	Invoice	02/05/2015	02/09/2015	913.12	913.12	210-70-41717		215
215/15	6	10240400-001-4 METER 135285 W	Invoice	02/05/2015	02/09/2015	913.12	913.12	200-60-41717		215
215/15	7	10809600-001-4 METER 520352 PW	Invoice	02/05/2015	02/09/2015	13.49	13.49	100-50-41717		215
215/15	8	14055400-001-2 METER 517964 WTP	Invoice	02/05/2015	02/09/2015	337.23	337.23	210-70-41717		215
215/15	9	13275500-001-6 METER 426719 WTP	Invoice	02/05/2015	02/09/2015	428.61	428.61	210-70-41717		215
215/15	10	14212400-001-9 METER 131477 STREET	Invoice	02/05/2015	02/09/2015	1,012.88	1,012.88	100-40-41717		215
215/15	11	14055600-001-0 METER 108309 WTP	Invoice	02/05/2015	02/09/2015	292.62	292.62	210-70-41717		215
215/15	12	10142600-001-0 METER 481812 HFD	Invoice	02/05/2015	02/09/2015	189.73	189.73	100-55-41717		215
		Total 384 INTERMOUNTAIN GAS COMPANY:				4,431.87	4,431.87			
1071 INTERSTATE BATTERY SYSTEM OF I										
400161	1	40016195 2 BT-12V5A	Invoice	02/02/2015	02/09/2015	189.90	189.90	100-40-41405		215
		Total 1071 INTERSTATE BATTERY SYSTEM OF I:				189.90	189.90			
646 J.T. PRODUCTS										
3438	1	3438 CLAMPS AND BOLTS	Invoice	01/21/2015	02/09/2015	132.34	132.34	100-40-41405		215
		Total 646 J.T. PRODUCTS				132.34	132.34			
330 JANES ARTIFACTS										
022654	1	Sharpie pens and disinfectant wipes	Invoice	01/28/2015	02/09/2015	13.86	13.86	200-15-41215		215
022654	2	Sharpie pens and disinfectant wipes	Invoice	01/28/2015	02/09/2015	13.86	13.86	210-15-41215		215
022654	3	Sharpie pens and disinfectant wipes	Invoice	01/28/2015	02/09/2015	13.87	13.87	100-15-41215		215
		Total 330 JANES ARTIFACTS:				41.59	41.59			

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
4867 JOHNSTON, JEANNIE										
104502	1	meal per diem/travel	Invoice	01/28/2015	02/09/2015	75.71	75.71	100-45-41724		215
48	1	meal per diem/travel	Invoice	01/29/2015	02/09/2015	4.77	4.77	100-45-41724		215
625	1	meal per diem/travel	Invoice	01/28/2015	02/09/2015	4.23	4.23	100-45-41724		215
Total 4867 JOHNSTON, JEANNIE:						84.71	84.71			
6253 KEMIRA WATER SOLUTIONS										
901743	1	PAX14	Invoice	01/14/2015	02/02/2015	12,340.20	12,340.20	210-70-41791		115
Total 6253 KEMIRA WATER SOLUTIONS:						12,340.20	12,340.20			
386 L.L. GREENS										
A37055	1	THERMOMETER	Invoice	01/15/2015	02/02/2015	2.99	2.99	200-60-41413		115
A37178	1	WIRE BRUSHES	Invoice	01/27/2015	02/09/2015	20.76	20.76	200-60-41403		215
A37178	2	CLEANER	Invoice	01/27/2015	02/09/2015	29.99	29.99	200-60-41403		215
A37193	1	A371934 FASTENERS 4025	Invoice	01/29/2015	02/09/2015	4.99	4.99	100-40-41405		215
A37194	1	A371940 PICTURE HANGING KIT	Invoice	01/29/2015	02/09/2015	1.09	1.09	100-42-41413		215
A37194	2	A371940 PICTURE HANGING KIT	Invoice	01/29/2015	02/09/2015	1.10	1.10	200-42-41413		215
A37194	3	A371940 PICTURE HANGING KIT	Invoice	01/29/2015	02/09/2015	1.10	1.10	210-42-41413		215
A37195	1	A371952 FASTENERS AND BRACKETS - SHELVIN	Invoice	01/29/2015	02/09/2015	12.72	12.72	100-42-41413		215
A37195	2	A371952 FASTENERS AND BRACKETS - SHELVIN	Invoice	01/29/2015	02/09/2015	12.71	12.71	200-42-41413		215
A37195	3	A371952 FASTENERS AND BRACKETS - SHELVIN	Invoice	01/29/2015	02/09/2015	12.71	12.71	210-42-41413		215
A37195	1	A371955 RESTROOM LIGHT FIXTURE	Invoice	01/29/2015	02/09/2015	2.07	2.07	100-42-41413		215
A37195	2	A371955 RESTROOM LIGHT FIXTURE	Invoice	01/29/2015	02/09/2015	2.06	2.06	200-42-41413		215
A37195	3	A371955 RESTROOM LIGHT FIXTURE	Invoice	01/29/2015	02/09/2015	2.06	2.06	210-42-41413		215
A37196	1	A371961 TWO RESTROOM CEILING LIGHT FIXTU	Invoice	01/29/2015	02/09/2015	18.66	18.66	100-42-41413		215
A37196	2	A371961 TWO RESTROOM CEILING LIGHT FIXTU	Invoice	01/29/2015	02/09/2015	18.66	18.66	200-42-41413		215
A37196	3	A371961 TWO RESTROOM CEILING LIGHT FIXTU	Invoice	01/29/2015	02/09/2015	18.66	18.66	210-42-41413		215
A37244	1	SHOPS SUPPLIES WW	Invoice	02/03/2015	02/09/2015	138.71	138.71	210-70-41421		215
B20669	1	Nylon webbing for fire hose straps	Invoice	01/28/2015	02/09/2015	9.60	9.60	100-55-41405		215
Total 386 L.L. GREENS :						310.64	310.64			
366 LES SCHWAB TIRE CENTER										
117002	1	TIRE REPLACEMENT	Invoice	01/15/2015	02/02/2015	705.04	705.04	200-60-41415		115
117002	1	TIRE REPLACEMENT 7016 WW	Invoice	01/22/2015	02/02/2015	420.78	420.78	210-70-41415		115
117002	1	BATTERY TEST AND INSTALL, ROTATION WW	Invoice	01/28/2015	02/09/2015	60.52	60.52	210-70-41415		215

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Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 366 LES SCHWAB TIRE CENTER:										
						1,186.34	1,186.34			
797 LIBRARY SPARKS										
LS1011	1	subscription for professional publication	Invoice	01/16/2015	02/02/2015	59.95	59.95	100-45-41723		215
Total 797 LIBRARY SPARKS:										
						59.95	59.95			
1416 LYONS, JEN										
2/3/15	1	Refund Remaining Balance of Deposit	Invoice	02/03/2015	02/09/2015	112.22	112.22	200-00-20314		215
Total 1416 LYONS, JEN:										
						112.22	112.22			
928 MAGIC VALLEY LABS, INC.										
50486	1	DRINKING WATER BACTERIA TESTING	Invoice	01/29/2015	02/09/2015	126.00	126.00	200-60-41795		215
50486	2	INDAIN CREEK SPRING WEEKLY SAMPLE	Invoice	01/29/2015	02/09/2015	152.00	152.00	200-60-41795		215
50487	1	LABS WWW	Invoice	01/29/2015	02/09/2015	288.00	288.00	210-70-41795		215
Total 928 MAGIC VALLEY LABS, INC. :										
						566.00	566.00			
4495 MIDWEST TAPE										
924705	1	library materials/ dvd & music	Invoice	01/05/2015	02/02/2015	45.98	45.98	100-45-41535		115
924911	1	library materials/ dvd & music	Invoice	01/12/2015	02/02/2015	28.48	28.48	100-45-41535		115
924996	1	library materials/ dvd & music	Invoice	01/14/2015	02/02/2015	223.89	223.89	100-45-41535		115
925064	1	library materials/ dvd & music	Invoice	01/16/2015	02/02/2015	23.99	23.99	100-45-41535		115
925142	1	library materials/ dvd & music	Invoice	01/20/2015	02/02/2015	174.40	174.40	100-45-41535		115
925195	1	library materials/ dvd & music	Invoice	01/21/2015	02/09/2015	185.94	185.94	100-45-41535		215
Total 4495 MIDWEST TAPE:										
						682.68	682.68			
8585 MOUNTAIN HOME AUTO RANCH										
1/12/15	1	2015 RAM 2500 CREW CAB	Invoice	01/12/2015	02/09/2015	28,013.85	28,013.85	100-55-41529		215
Total 8585 MOUNTAIN HOME AUTO RANCH:										
						28,013.85	28,013.85			
3617 MURPHY, SARAH										
2/3/15	1	REFUND Deposit	Invoice	02/03/2015	02/09/2015	150.00	150.00	200-00-20314		215
Total 3617 MURPHY, SARAH:										
						150.00	150.00			

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Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
251 NAPA AUTO PARTS										
795483	1	795483 ASSY AND FILTER KIT	Invoice	11/21/2014	02/09/2015	12.58	12.58	100-40-41405		215
795864	1	795864 ASSY AND FILTER KIT - CREDIT	Invoice	11/25/2014	02/09/2015	12.58-	12.58-	100-40-41405		215
796863	1	796863 AIR, FUEL AND OIL FILTERS 6005	Invoice	12/09/2014	02/09/2015	9.57	9.57	100-40-41405		215
796887	1	796887 BRAKE ROTOR 6005	Invoice	12/09/2014	02/09/2015	152.58	152.58	100-40-41405		215
796901	1	796901 OIL FILTER 4005	Invoice	12/09/2014	02/09/2015	2.29	2.29	100-40-41405		215
796915	1	796915 DIFFERENTIAL PINION 6005	Invoice	12/09/2014	02/09/2015	3.73	3.73	100-40-41405		215
796916	1	796916 HOSE END 4099	Invoice	12/09/2014	02/09/2015	26.60	26.60	100-40-41405		215
796916	2	796916 HOSE END 4099	Invoice	12/09/2014	02/09/2015	6.66	6.66	100-40-41405		215
796916	3	796916 HOSE END 4099	Invoice	12/09/2014	02/09/2015	16.44	16.44	100-40-41405		215
796964	1	796964 DISTRIBUTOR CAP 6005	Invoice	12/10/2014	02/09/2015	15.80	15.80	100-40-41405		215
796964	2	796964 DISTRIBUTOR ROTOR 6005	Invoice	12/10/2014	02/09/2015	5.81	5.81	100-40-41405		215
796964	3	796964 THERMOSTAT 6005	Invoice	12/10/2014	02/09/2015	3.49	3.49	100-40-41405		215
796964	4	796964 RADIATOR CAP 6005	Invoice	12/10/2014	02/09/2015	5.29	5.29	100-40-41405		215
796964	5	796964 THERMOSTAT HOUSING 6005	Invoice	12/10/2014	02/09/2015	2.29	2.29	100-40-41405		215
796964	6	796964 BELT-A/C AND P/S 6005	Invoice	12/10/2014	02/09/2015	28.29	28.29	100-40-41405		215
796964	7	796964 BELT-ALT AND AIR 6005	Invoice	12/10/2014	02/09/2015	16.29	16.29	100-40-41405		215
796964	8	796964 BELT-ALT AND AIR 6005	Invoice	12/10/2014	02/09/2015	24.99	24.99	100-40-41405		215
796967	1	796967 BELT-ALT AND AIR 6005 CREDIT	Invoice	12/10/2014	02/09/2015	24.99-	24.99-	100-40-41405		215
796985	1	796985 HOSE CREDIT	Invoice	12/10/2014	02/09/2015	16.44-	16.44-	100-40-41405		215
796985	2	796985 HOSE	Invoice	12/10/2014	02/09/2015	13.92	13.92	100-40-41405		215
797005	1	797005 FUEL FILTER 6005	Invoice	12/10/2014	02/09/2015	12.98	12.98	100-40-41405		215
797096	1	797096 TAILGATE HANDLE 6005	Invoice	12/11/2014	02/09/2015	20.80	20.80	100-40-41405		215
797107	1	797107 MAX TRK BENCH COVER 6005	Invoice	12/11/2014	02/09/2015	39.99	39.99	100-40-41405		215
797178	1	797178 NEOFORM WIPER BLADE L35	Invoice	12/11/2014	02/09/2015	38.38	38.38	100-40-41405		215
797263	1	797263 BELT-A/C AND P/S 6005 CREDIT	Invoice	12/12/2014	02/09/2015	28.29-	28.29-	100-40-41405		215
797263	1	797263 MAX TRK BENCH COVER 6005 CREDIT	Invoice	12/12/2014	02/09/2015	39.99-	39.99-	100-40-41405		215
797263	1	797263 OIL FILTER-CREDIT-PD CK # 35458	Invoice	12/12/2014	02/09/2015	11.58-	11.58-	100-40-41405		215
797465	1	797465 AIR FILTER 4047	Invoice	12/16/2014	02/09/2015	19.49	19.49	100-40-41405		215
797478	1	797478 PREMBLUE 1 GAL 4047	Invoice	12/16/2014	02/09/2015	92.45	92.45	100-40-41405		215
797641	1	797641 FUEL FILTER 4094	Invoice	12/17/2014	02/09/2015	17.49	17.49	100-40-41405		215
797660	1	797660 MUD FLAP 4094	Invoice	12/17/2014	02/09/2015	25.92	25.92	100-40-41405		215
797663	1	797663 LED LOW PRO STROBE - SHOP	Invoice	12/18/2014	02/09/2015	175.04	175.04	100-40-41405		215
797671	1	797671 REFLECTOR 4081	Invoice	12/18/2014	02/09/2015	3.06	3.06	100-40-41405		215
797696	1	797696 GEAR OIL 4094	Invoice	12/18/2014	02/09/2015	139.98	139.98	100-40-41405		215
797700	1	797700 HOSE END 4094	Invoice	12/18/2014	02/09/2015	34.99	34.99	100-40-41405		215
797718	1	797718 HOSE END 4094 CREDIT	Invoice	12/18/2014	02/09/2015	34.99-	34.99-	100-40-41405		215
797718	2	797718 HOSE END 4094	Invoice	12/18/2014	02/09/2015	16.01	16.01	100-40-41405		215
799210	1	799210 AIR, FUEL, OIL FILTERS	Invoice	01/08/2015	02/09/2015	13.27	13.27	100-40-41405		215
799725	1	799725 BLADE 1005	Invoice	01/14/2015	02/09/2015	20.38	20.38	100-40-41405		215

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Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
799727	1	799727 NYLON TUBING	Invoice	01/14/2015	02/09/2015	71.52	71.52	100-40-41405		215
800782	1	800782 MISC PARTS 4027	Invoice	01/27/2015	02/09/2015	105.99	105.99	100-40-41405		215
800813	1	800813 MISC PARTS 4027	Invoice	01/27/2015	02/09/2015	105.13	105.13	100-40-41405		215
800814	1	800814 VALVE COVER GASKET SET/PC VALVE 40	Invoice	01/27/2015	02/09/2015	38.75	38.75	100-40-41405		215
800840	1	800840 FAN BLADE 4027	Invoice	01/28/2015	02/09/2015	58.50	58.50	100-40-41405		215
800892	1	800892 AIR FILTER, VALVE COVER GASKET SET	Invoice	01/28/2015	02/09/2015	11.18	11.18	100-40-41405		215
800910	1	800910 DIST CAP, ROTOR, SPK PLUGS, FILTER 4	Invoice	01/28/2015	02/09/2015	69.54	69.54	100-40-41405		215
800943	1	AIR DRYER WW	Invoice	01/28/2015	02/09/2015	63.49	63.49	210-70-41415		215
801026	1	801026 FUEL INJECTOR O-RING 4027	Invoice	01/29/2015	02/09/2015	9.57	9.57	100-40-41405		215
801249	1	CORE RETURN	Invoice	02/02/2015	02/09/2015	37.00	37.00	210-70-41415		215
801406	1	801406 AIR HOSE	Invoice	02/03/2015	02/09/2015	44.99	44.99	100-40-41405		215
						<u>1,389.65</u>	<u>1,389.65</u>			

Total 251 NAPA AUTO PARTS:

307 NORTH CENTRAL LABORATORIES

350451	1	LAB QA/QC STANDARDS	Invoice	01/27/2015	02/09/2015	58.48	58.48	210-70-41795		215
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Total 307 NORTH CENTRAL LABORATORIES :

58.48

50298 O'REILLY AUTO PARTS

4635-1	1	4635-137655 10 OZ JB WELD	Invoice	10/14/2014	02/09/2015	17.49	17.49	100-40-41405		215
4635-1	1	4635-137673 J-B WELD - CR - PD CK #35185	Invoice	10/14/2014	02/09/2015	6.99	6.99	100-40-41405		215
4635-1	1	4635-137675 10 OZ JB WELD - CR	Invoice	10/14/2014	02/09/2015	17.49	17.49	100-40-41405		215
4635-1	2	4635-137675 J-B WELD	Invoice	10/14/2014	02/09/2015	6.99	6.99	100-40-41405		215
4635-1	1	4635-141560 FF GLOVES	Invoice	11/11/2014	02/09/2015	14.99	14.99	100-40-41405		215
4635-1	1	4635-145447 PINION, FW/RW BRG, SEAL, PAD 600	Invoice	12/09/2014	02/09/2015	92.01	92.01	100-40-41405		215
4635-1	1	4635-145481 WHEEL FW/RW - CR - PO 32002	Invoice	12/09/2014	02/09/2015	17.00	17.00	100-40-41405		215
4635-1	1	4635-145528 MICRO-V BELT 6005	Invoice	12/10/2014	02/09/2015	17.85	17.85	100-40-41405		215
4635-1	1	4635-145552 1 GAL BRAKE FLUID	Invoice	12/10/2014	02/09/2015	39.98	39.98	100-40-41405		215
4635-1	1	4635-145563 16 OZ UNDERCOAT	Invoice	12/10/2014	02/09/2015	30.98	30.98	100-40-41405		215
4635-1	1	4635-145627 DOOR LATCH, APPLICATOR, TOWEL	Invoice	12/11/2014	02/09/2015	37.97	37.97	100-40-41405		215
4635-1	1	4635-145636 20 OZ FUEL CLEANER	Invoice	12/11/2014	02/09/2015	14.99	14.99	100-40-41405		215
4635-1	1	4635-145661 SEAT COVER 5005	Invoice	12/11/2014	02/09/2015	32.99	32.99	100-40-41405		215
4635-1	1	4635-145661 DIELECTRIC AND LITHIUM BATT	Invoice	12/11/2014	02/09/2015	17.87	17.87	100-40-41405		215
4635-1	1	4635-145723 4.5 OZ PUTTY	Invoice	12/11/2014	02/09/2015	4.81	4.81	100-40-41405		215
4635-1	1	4635-146107 J-B WELD/PRIMER/SEALER	Invoice	12/15/2014	02/09/2015	18.97	18.97	100-40-41405		215
4635-1	1	4635-146200 WAX, APPL, TOWELS, BLADE	Invoice	12/16/2014	02/09/2015	56.98	56.98	100-40-41405		215
4635-1	1	4635-146207 1/2 QT REPAIR	Invoice	12/16/2014	02/09/2015	15.05	15.05	100-40-41405		215
4635-1	1	4635-146234 FILLER, JOB PACK, SPREADER	Invoice	12/16/2014	02/09/2015	15.65	15.65	100-40-41405		215
4635-1	1	4635-146258 PERFECT MATCH	Invoice	12/16/2014	02/09/2015	7.99	7.99	100-40-41405		215

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
4635-1	1	4635-146322 BUTT SPLICE	Invoice	12/17/2014	02/09/2015	43.98	43.98	100-40-41405		215
4635-1	1	4635-146356 FLOOR DRY	Invoice	12/17/2014	02/09/2015	9.99	9.99	100-40-41405		215
4635-1	1	4635-146379 REFLECTORS 4094	Invoice	12/17/2014	02/09/2015	10.35	10.35	100-40-41405		215
4635-1	1	4635-148771 OIL FILTER FIRE 2	Invoice	01/05/2015	02/09/2015	19.19	19.19	100-40-41405		215
4635-1	1	4635-14909 OIL FILTER FIRE 2 - CR - RETURN	Invoice	01/07/2015	02/09/2015	19.19	19.19	100-40-41405		215
4635-1	1	4635-149213 20 OZ FUEL CLEANER, DISCONNECT	Invoice	01/08/2015	02/09/2015	34.98	34.98	100-40-41405		215
4635-1	1	4635-149221 CERAMIC PAD AND BRAKE ROTOR	Invoice	01/08/2015	02/09/2015	113.49	113.49	100-40-41405		215
4635-1	1	4635-149639 WIPER BLADE 5003	Invoice	01/12/2015	02/09/2015	13.71	13.71	100-40-41405		215
4635-1	1	4635-150803 FLOOR DRY	Invoice	01/22/2015	02/09/2015	9.99	9.99	100-40-41405		215
4635-1	1	4635-151556 INTERIOR DOOR HANDLE 5005	Invoice	01/28/2015	02/09/2015	7.63	7.63	100-40-41405		215
4635-1	1	4635-151716 RETURN CLUTCH TOOL - CR	Invoice	01/28/2015	02/09/2015	59.99	59.99	100-40-41405		215
4635-1	2	4635-151716 RETURN WRENCH SET - CR	Invoice	01/28/2015	02/09/2015	75.99	75.99	100-40-41405		215
4635-1	1	4635-151589 20 OZ FUEL CLEANER	Invoice	01/28/2015	02/09/2015	29.98	29.98	100-40-41405		215
4635-1	1	4635-151590 4 OZ SEALANT	Invoice	01/28/2015	02/09/2015	6.99	6.99	100-40-41405		215
4635-1	1	4635-151591 DIE GRINDER	Invoice	01/28/2015	02/09/2015	49.99	49.99	100-40-41405		215
4635-1	1	4635-151664 BOLTS 4025	Invoice	01/28/2015	02/09/2015	3.99	3.99	100-40-41405		215
4635-1	1	4635-151564 WRENCH SET	Invoice	01/29/2015	02/09/2015	75.99	75.99	100-40-41405		215
4635-1	2	4635-151564 CLUTCH TOOL	Invoice	01/29/2015	02/09/2015	59.99	59.99	100-40-41405		215
4635-1	3	4635-151564 DR LK KNOBS	Invoice	01/29/2015	02/09/2015	4.99	4.99	100-40-41405		215
4635-1	1	4635-151743 FUEL INJECTOR 4025	Invoice	01/29/2015	02/09/2015	42.08	42.08	100-40-41405		215
4635-1	1	4635-151768 MICRO-V BELT 4024	Invoice	01/29/2015	02/09/2015	30.90	30.90	100-40-41405		215
4635-1	1	4635-151774 MICRO-V BELT 4024	Invoice	01/29/2015	02/09/2015	23.29	23.29	100-40-41405		215
4635-1	1	4635-151940 TAP	Invoice	01/30/2015	02/09/2015	4.99	4.99	100-40-41405		215
4635-1	1	FLUID PUMP	Invoice	02/02/2015	02/09/2015	9.99	9.99	200-60-41405		215
4635-1	1	4635-152185 TRANS FLUID AND PUMP	Invoice	02/02/2015	02/09/2015	45.97	45.97	100-40-41405		215
Total 50298 O'REILLY AUTO PARTS:						899.36	899.36			
5418 PARTS PLUS										
3-1558	1	3-155831 MOLY EP OIL TREAT	Invoice	12/10/2014	02/09/2015	6.53	6.53	100-40-41405		215
Total 5418 PARTS PLUS:						6.53	6.53			
4427 PARTSMASTER										
208621	1	20862175 WELD HELMET, PIPE, WTRPRF WORK	Invoice	01/28/2015	02/09/2015	351.98	351.98	100-40-41405		215
Total 4427 PARTSMASTER:						351.98	351.98			
438 PLATT										
F89014	1	REPAIRS	Invoice	01/30/2015	02/09/2015	93.19	93.19	200-60-41405		215

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City of Hailey

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
G0417	1	THERMOSTAT	Invoice	01/27/2015	02/09/2015	59.00	59.00	200-60-41401		215
G0593	1	TOGGLE SWITCH	Invoice	01/29/2015	02/09/2015	21.93	21.93	200-60-41401		215
G0750	1	TOGGLE SWITCH	Invoice	01/30/2015	02/09/2015	16.73	16.73	200-60-41401		215
G0750	1	CREDIT	Invoice	01/29/2015	02/09/2015	21.93-	21.93-	200-60-41401		215
Total 438 PLATT:						168.92	168.92			
381 QUILL CORPORATION										
920619	1	OFFICE AND LIBRARY SUPPLIES	Invoice	01/06/2015	02/02/2015	61.46	61.46	100-45-41215		115
920674	1	paper for storytime crafts	Invoice	01/06/2015	02/02/2015	20.49	20.49	100-45-41326		115
920980	1	OFFICE AND LIBRARY SUPPLIES	Invoice	01/06/2015	02/02/2015	7.49	7.49	100-45-41215		115
928045	1	paper for storytime crafts	Invoice	01/08/2015	02/02/2015	73.35	73.35	100-45-41326		115
963508	1	OFFICE AND LIBRARY SUPPLIES	Invoice	01/16/2015	02/02/2015	56.88	56.88	100-45-41215		115
985960	1	OFFICE AND LIBRARY SUPPLIES	Invoice	01/23/2015	02/09/2015	22.97	22.97	100-45-41215		215
Total 381 QUILL CORPORATION						242.64	242.64			
2390 SCHINDLER ELEVATOR CORPORATION										
810393	1	ELEVATOR QUARTERLY BILLING 02/01/15 - 04-30-	Invoice	02/01/2015	02/09/2015	180.85	180.85	100-42-41413		215
810393	2	ELEVATOR QUARTERLY BILLING 02/01/15 - 04-30-	Invoice	02/01/2015	02/09/2015	180.85	180.85	200-42-41413		215
810393	3	ELEVATOR QUARTERLY BILLING 02/01/15 - 04-30-	Invoice	02/01/2015	02/09/2015	180.85	180.85	210-42-41413		215
Total 2390 SCHINDLER ELEVATOR CORPORATION:						542.55	542.55			
8596 SEGO PLANNING GROUP										
21	1	December CDD Interim Director	Invoice	01/29/2015	02/02/2015	375.00	375.00	100-20-41313		115
21	2	December CDD Interim Director	Invoice	01/29/2015	02/02/2015	615.00	615.00	100-20-41313		115
21	3	December CDD Interim Director	Invoice	01/29/2015	02/02/2015	285.00	285.00	100-20-41313		115
21	4	December CDD Interim Director	Invoice	01/29/2015	02/02/2015	120.00	120.00	100-20-41313		115
21	5	December CDD Interim Director	Invoice	01/29/2015	02/02/2015	35.00	35.00	100-20-41313	15.42.0001.1	115
21	6	December CDD Interim Director	Invoice	01/29/2015	02/02/2015	35.00	35.00	180-00-41313	10.15.0002.1	115
21	7	December CDD Interim Director	Invoice	01/29/2015	02/02/2015	35.00	35.00	100-20-41313		115
Total 8596 SEGO PLANNING GROUP:						1,500.00	1,500.00			
6077 SHOWCASES										
283492	1	DVD cases	Invoice	01/14/2015	02/02/2015	112.86	112.86	100-45-41215		115
Total 6077 SHOWCASES:						112.86	112.86			

Posting period: 02/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
50365	21-007	SIX ROBBLEES' INC 1 64053 12 LB COCO ABSORB	Invoice	01/22/2015	02/09/2015	96.95	96.95	100-40-41405		215
		Total 50365 SIX ROBBLEES' INC:				96.95	96.95			
2420	1729	SLUDER CONSTRUCTION 1 1729 TRANSPORT - KEEFER TERRAIN PARK	Invoice	11/07/2014	02/09/2015	382.50	382.50	100-50-41329		215
		Total 2420 SLUDER CONSTRUCTION:				382.50	382.50			
5294	1/15/15	SOMETHING MORE 1 books for library collection	Invoice	01/15/2015	02/02/2015	220.66	220.66	100-45-41535		115
		Total 5294 SOMETHING MORE:				220.66	220.66			
1506	EHV65 EHVK7	STANDARD PLUMBING SUPPLY 1 FITTINGS 1 BRASS NIPPLE	Invoice Invoice	01/15/2015 01/15/2015	02/02/2015 02/02/2015	11.61 1.42	11.61 1.42	200-60-41401 200-60-41401		115 115
		Total 1506 STANDARD PLUMBING SUPPLY :				13.03	13.03			
725	1/1/15	STATE INSURANCE FUND 1 Installment Premium POLICY NUMBER 42310	Invoice	01/01/2015	02/09/2015	58,826.00	58,826.00	100-00-20310		215
		Total 725 STATE INSURANCE FUND:				58,826.00	58,826.00			
8559	2/4/15	SUN VALLEY AIR SERVICES BOARD 1 LOT FOR FYE DEC	Invoice	02/04/2015	02/09/2015	4,367.95	4,367.95	100-10-41707		215
		Total 8559 SUN VALLEY AIR SERVICES BOARD:				4,367.95	4,367.95			
5144	119	SUN VALLEY ECONOMIC DEVELOPMENT 1 Sun Valley Economic Summit Registration	Invoice	10/31/2014	02/02/2015	60.00	60.00	100-20-41723		115
		Total 5144 SUN VALLEY ECONOMIC DEVELOPMENT:				60.00	60.00			
1417	2/3/15	ULRICH, ROBERT AND JUNE 1 Refund Credit Balance-1060 Cherry Hill Dr.	Invoice	02/03/2015	02/09/2015	20.32	20.32	100-00-15110		215

Posting period: 02/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 1417 ULRICH, ROBERT AND JUNE:										
						20.32	20.32			
2817 UNITED OIL										
140026	1	140026 SINCLAIR GL 80/90	Invoice	12/19/2014	02/09/2015	374.70	374.70	100-40-41719		215
370492	1	370492 KEROSENE	Invoice	01/22/2015	02/09/2015	30.80	30.80	100-40-41719		215
782601	1	11/15 - 11/30/15 FUEL CHARGES	Invoice	11/30/2014	02/02/2015	210.23	210.23	100-55-41719		115
782605	1	782605 11/15 - 11/30/14 ADDL FUEL CHGS	Invoice	11/30/2014	02/09/2015	312.48	312.48	100-40-41719		215
785097	1	785097 12/15 - 12/31/14 FUEL CHARGES	Invoice	12/31/2014	02/09/2015	297.90	297.90	100-50-41719		215
786098	1	12/16 - 12/31/14 Fuel Charges r6/u9	Invoice	12/31/2014	02/09/2015	82.37	82.37	100-55-41719		215
785100	1	785100 12/15 - 12/31/14 FUEL CHARGES	Invoice	12/31/2014	02/09/2015	3,407.11	3,407.11	100-40-41719		215
785101	1	PUMPED VEHICLE FUEL ST.	Invoice	12/31/2014	02/09/2015	160.57	160.57	100-40-41719		215
785101	2	PUMPED VEHICLE FUEL W	Invoice	12/31/2014	02/09/2015	169.50	169.50	200-60-41719		215
785102	1	785102 12/15 - 12/31/15 FUEL CHARGES	Invoice	12/31/2014	02/09/2015	524.19	524.19	100-40-41719		215
786344	1	786344 1/1 - 1/15/15 FUEL CHARGES	Invoice	01/15/2015	02/09/2015	481.13	481.13	100-50-41719		215
786345	1	1/1 - 1/15/15 Fuel Charges r6 U9	Invoice	01/15/2015	02/09/2015	101.15	101.15	100-55-41719		215
786347	1	786347 1/1 - 1/15/15 FUEL CHARGES	Invoice	01/15/2015	02/09/2015	1,594.66	1,594.66	100-40-41719		215
786348	1	PUMPED VEHICLE FUEL W	Invoice	01/15/2015	02/09/2015	234.68	234.68	200-60-41719		215
786349	1	PUMPED FUEL WW	Invoice	01/15/2015	02/02/2015	107.50	107.50	210-70-41719		115
787520	1	787520 1/15 - 1/31/15 FUEL CHARGES	Invoice	01/31/2015	02/09/2015	155.77	155.77	100-50-41719		215
787521	1	1/16 - 1/31/15 Fuel Charges	Invoice	01/31/2015	02/09/2015	95.80	95.80	100-55-41719		215
787523	1	787523 1/15 - 1/31/15 FUEL CHARGES	Invoice	01/31/2015	02/09/2015	1,570.99	1,570.99	100-40-41719		215
787525	1	PUMPED FUEL WW	Invoice	01/31/2015	02/09/2015	51.02	51.02	210-70-41719		215
Total 2817 UNITED OIL:						9,962.55	9,962.55			
1216 UPPER CASE PRINTING, INK										
9024	1	11X17 NEWSLETTERS	Invoice	01/12/2015	02/09/2015	84.93	84.93	100-15-41323		215
9024	2	11X17 NEWSLETTERS	Invoice	01/12/2015	02/09/2015	84.94	84.94	200-15-41323		215
9024	3	11X17 NEWSLETTERS	Invoice	01/12/2015	02/09/2015	84.94	84.94	210-15-41323		215
Total 1216 UPPER CASE PRINTING, INK:						254.81	254.81			
22444 USA BLUE BOOK										
530344	1	CREDIT	Invoice	12/30/2014	02/02/2015	54.95	54.95	200-60-41403		115
Total 22444 USA BLUE BOOK:						54.95	54.95			
762 VERIZON WIRELESS										
973844	1	MONTHLY CELL PHONE BILL STREETS	Invoice	01/07/2015	02/02/2015	91.64	91.64	100-50-41215		115

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
973844	2	MONTHLY CELL PHONE BILL Water	Invoice	01/07/2015	02/02/2015	63.41	63.41	200-60-41713		115
973844	3	MONTHLY CELL PHONE BILL WASTE WATER	Invoice	01/07/2015	02/02/2015	89.97	89.97	210-70-41713		115
		Total 762 VERIZON WIRELESS :				245.02	245.02			
8517	VIVAX METROTECH									
RO358	1	CALIBRATION / REPAIRS	Invoice	01/26/2015	02/09/2015	429.00	429.00	200-60-41405		215
		Total 8517 VIVAX METROTECH:				429.00	429.00			
4004	WAXIE SANITARY SUPPLY									
750600	1	library cleaning supplies	Invoice	01/26/2015	02/02/2015	202.39	202.39	100-45-41413		115
750601	1	75060102 CITY HALL CLEANING SUPPLIES	Invoice	01/26/2015	02/09/2015	18.85	18.85	100-42-41413		215
750601	2	75060102 CITY HALL CLEANING SUPPLIES	Invoice	01/26/2015	02/09/2015	18.84	18.84	200-42-41413		215
750601	3	75060102 CITY HALL CLEANING SUPPLIES	Invoice	01/26/2015	02/09/2015	18.84	18.84	210-42-41413		215
750601	1	75060103 CLEANING SUPPLIES	Invoice	01/26/2015	02/09/2015	101.89	101.89	100-40-41413		215
		Total 4004 WAXIE SANITARY SUPPLY:				360.81	360.81			
1240	WILLIAMSON LAW OFFICES, PLLC									
2/8/15	1	professional services	Invoice	02/03/2015	02/09/2015	2,805.00	2,805.00	100-15-41313		215
2/8/15	2	professional services	Invoice	02/03/2015	02/09/2015	2,805.00	2,805.00	200-15-41313		215
2/9/15	3	professional services	Invoice	02/03/2015	02/09/2015	2,805.00	2,805.00	210-15-41313		215
		Total 1240 WILLIAMSON LAW OFFICES, PLLC:				8,415.00	8,415.00			
2755	WOOD RIVER RESOURCE CONSERVATI									
1/20/15	1	2015 annual membership assessment	Invoice	01/20/2015	02/09/2015	206.69	206.69	100-15-41711		215
1/20/15	2	2015 annual membership assessment	Invoice	01/20/2015	02/09/2015	206.69	206.69	200-15-41711		215
1/20/15	3	2015 annual membership assessment	Invoice	01/20/2015	02/09/2015	206.70	206.70	210-15-41711		215
		Total 2755 WOOD RIVER RESOURCE CONSERVATI:				620.08	620.08			
399	WOOD RIVER WELDING INC									
158933	1	158933 REPAIR OIL LINE 5003K	Invoice	12/23/2014	02/09/2015	35.00	35.00	100-40-41405		215
		Total 399 WOOD RIVER WELDING INC :				35.00	35.00			
		Total :				312,270.65	312,270.65			

Posting period: 02/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
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Grand Totals: 312,270.65 312,270.65

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-00-15110	533.58	.00	533.58
100-00-20310	58,826.00	.00	58,826.00
100-00-20317	3.00	.00	3.00
100-00-20325	5,298.06	.00	5,298.06
100-00-20515	96,786.52	.00	96,786.52
100-00-32265	50.00	.00	50.00
100-10-41707	12,276.43	.00	12,276.43
100-10-41717	436.06	.00	436.06
100-15-41215	40.02	33.72	6.30
100-15-41313	2,805.00	.00	2,805.00
100-15-41323	130.94	.00	130.94
100-15-41325	8.76	.00	8.76
100-15-41711	206.69	.00	206.69
100-15-41713	150.00	.00	150.00
100-20-41313	1,885.00	.00	1,885.00
100-20-41325	735.50	.00	735.50
100-20-41711	221.00	.00	221.00
100-20-41713	150.00	.00	150.00
100-20-41723	60.00	.00	60.00
100-25-41313	3,570.67	.00	3,570.67
100-25-41411	68.42	.00	68.42
100-25-41713	374.26	.00	374.26
100-25-41741	29,267.25	.00	29,267.25
100-40-41225	14.61	.00	14.61
100-40-41325	35.43	.00	35.43
100-40-41403	40.90	.00	40.90
100-40-41405	3,551.86	365.51	3,186.35
100-40-41413	158.42	.00	158.42
100-40-41713	107.49	.00	107.49
100-40-41715	2,115.80	.00	2,115.80
100-40-41717	2,616.46	.00	2,616.46

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AGENDA ITEM SUMMARY

DATE: 2/5/15 DEPARTMENT: Treasurer

DEPT. HEAD SIGNATURE: B. Stone

SUBJECT:

Treasurer's Reports – Unaudited Treasurer's Reports for the month of January 2015

AUTHORITY: ID Code 50-1003 IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Financial Statements for the month of January 2015 in "Snapshot" format follow. At this point 34% of the year has transpired.

Cash Flow Analysis for the past four years as of the month of January.

Year to Date LOT receipts for the month of January (September - December 2014 activity) were 5.3% greater than last year, 12.77% stronger than FYE 13, up 18.12% from FYE 12 and 28.79% better than FYE 11. The report submitted to Sun Valley Air Services board is included, as well as the Chamber reports for January activity.

Development Impact Fees Cash Flow report including January 2015 revenue is attached.

Investment Report is included. The LGIP interest is 0.1327%.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____
Comments: _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

___ City Attorney	___ Clerk / Finance Director	___ Engineer	___ Building
___ Library	___ Planning	___ Fire Dept.	___
___ Safety Committee	___ P & Z Commission	___ Police	___
___ Streets	___ Public Works, Parks	___ Mayor	___

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Feel free to contact me if you have any questions; please approve as consent agenda item.

FOLLOW-UP REMARKS:*

CITY OF HAILEY SNAPSHOT OF REVENUE, EXPENSES, FUND BALANCE AND LIQUID ASSETS

as of 1/31/15

	General Fund		Water Fund		Waste Water		Water Replacement		Waste Water Repl	
	YTD	Amd Budget	YTD	Amd Budget	YTD	Amd Budget	YTD	Budget	YTD	Budget
Revenue*	2,037,281	4,731,485	249,810	1,311,711	658,093	2,170,501	65,050	46,080	53,968	38,660
Legislative	56,902	261,257								
Finance	200,345	397,045								
Comm Dev	105,632	278,582								
Police	491,117	1,689,588								
Streets	219,098	948,753								
Public Works	24,408	81,974								
Library	156,378	507,559								
Parks	58,244	281,026								
Fire	126,710	467,086								
Departmental Expenses	1,438,833	4,912,870	251,696	1,311,711	346,256	2,170,501	11,397	485,000	-	475,000
Net Revenue over Expenses	598,448	(181,385)	(1,886)	-	311,837	-	53,653	(438,920)	53,968	(436,340)
Fund Balance** at 9/30/2014	1,022,233	1,022,233	866,816	866,816	1,448,480	1,448,480	2,141,877	2,141,877	1,060,746	1,060,746
Change in Fund Balance	598,448	(181,385)	(1,886)	-	311,837	-	53,653	(438,920)	53,968	(436,340)
Fund Balance at 10/31/2014	1,620,681	840,848	864,930	866,816	1,760,317	1,448,480	2,195,530	1,702,957	1,114,714	624,406
CASH IN BANKS										
Cash in Combined Checking	1,116		(20,958)		8,507		90,608		100,495	
LGIP	1,558,348		886,743		6,904,216		999,461		1,031,018	
LGIP	14,552				569,720					
LGIP	56,641				6,185,658	Biosolids				
Piper Jaffrey Investment										
CDs ***					173,060					

* For Revenue detail, please see *General Fund Cash Flow Comparison*.

** Cash Fund Balance, does not include depreciable assets in proprietary funds. Unaudited.

GENERAL FUND CASH FLOW ANALYSIS AS OF JANUARY 31

GENERAL FUND REVENUE	FYE 15		FYE 14		2012-2013		2011-12	2011-12	
	at 1/31/2015	Budget	at 1/31/2014	Budget	Current Year	Current Year	at 1/31/12	Cur Year	
Acct No Account Description									
100-00-31001	Property Taxes from County	1,280,826	2,202,627	1,243,179	2,127,777	1,195,519	2,055,736	1,113,759	1,989,976
100-00-31009	Sales Tax Revenue through Coun	31,991	95,000	29,982	85,000	27,790	75,000	24,424	74,178
100-00-31910	Penalties & Interest On Taxes	4,202	11,284	12,230	11,284	12,208	12,000	4,183	11,673
100-00-31911	Motor Vehicle Fines through Co	16,200	98,000	15,565	58,000	13,600	58,000	18,042	55,000
100-00-32205	Alcohol Catering Licenses	560	1,500	720	1,500	480	1,500	460	1,500
100-00-32208	Auto Transportation Drivers Li								
100-00-32209	Police Security	3,349	10,000	2,422	10,000	2,065	10,000	1,310	13,000
100-00-32210	Building Permits	105,024	120,000	24,946	100,000	12,123	40,000	18,808	53,000
100-00-32211	Business Licenses	8,223	40,000	9,878	40,000	8,720	40,000	9,520	40,000
100-00-32212	HPD Traffic School & Muni Code Viol (140)			8,013	45,000	9,236	55,000	19,712	48,000
100-00-32213	Business Licenses - LOT	127,132	405,750	103,204	340,000	96,364	325,000	92,002	300,000
100-00-32215	Donations-Fireworks		15,000	-	20,000	-	15,000	-	20,000
100-00-32216	Donations- Miscellaneous	10,640	10,000	25,050	10,000	11,187	10,000	6,577	2,000
100-00-32220	Encroachment Permits	1,000	4,000	850	4,000	425	4,000	900	5,000
100-00-32230	Franchises-Cable T.V.	18,229	74,000	17,546	74,000	18,751	70,000	17,889	70,000
100-00-32234	Banner Fees	1,300	6,000	1,400	6,000	1,900	7,000	1,400	7,000
100-00-32235	Franchise Fees-Idaho Power	26,593	50,000	27,481	50,000	23,059	48,000	20,746	48,000
100-00-32236	Franchises-Intermountain Gas	28,107	70,000	28,715	76,000	24,780	80,000	29,612	80,000
100-00-32237	Rubbish Company Franchise Fees	23,200	70,000	22,704	66,000	22,134	62,000	25,438	72,000
100-00-32257	Library Fines & Memberships	5,599	21,000	6,315	20,000	6,566	20,000	5,302	21,000
100-00-32260	Library Meeting Room Rentals								
100-00-32265	Park Rental Fees	2,100	11,395	2,460	10,000	1,425	10,000	3,225	10,000
100-00-32266	Hailey Rodeo Park Rental Fees	-	20,000	-	15,000	-	20,000	-	25,000
100-00-32273	Property Sales				5,000		3		
100-00-32280	R. V. Dump Fees	266	500	106	500	76	500	167	500
100-32286.32217	Sign and Fence Permits	180	1,500	(30)	2,000	60	2,000	120	2,500
100-00-32290	Fire Dept Permits	19,205	7,000	1,240	7,000	4,332	7,000	3,962	7,000
100-00-32294	Subdivision Inspection Permits		500		500		500		700
100-00-32296	Zoning Applications	3,265	12,500	3,654	12,000	1,746	7,500	12,900	10,000
100-00-32298	Maps, Copies & Postage	169	2,500	222	2,500	460	2,000	556	4,000
100-00-32413	Interest Earned	567	3,000	549	5,000	491	8,000	555	8,000
100-00-32415	Refunds	15,299	12,000	7,884	10,000	13,518	10,000	5,783	15,000
100-00-32417	Mutual Aid Reimbursements	28,729	25,000	34,056	21,848	15,966	21,849	7,118	24,081
100-00-33510	State Shared Liquor Apport.	31,208	152,000	28,170	150,000	28,512	132,000	27,160	132,000
100-00-33550	State Shared Sales Tax	100,936	415,000	96,423	430,000	96,438	435,000	105,154	430,273
100-00-33560	State Shared Highway Users Fun	-	265,000	68,328	266,256	(2,225)	266,256	-	261,551
100-00-33570	State Shared Grant	1,000	13,250	5,420	28,000	1,600	60,552	1,930	
100-00-34002	Capital Pr								10,000
	Recycling Outreach CCD Contract	3,867	11,000	3,784	10,600	3,689	10,600		
100-00-34003	Rubbish Bookkeeping Contract	23,200	70,000	22,704	66,000	22,153	62,000	25,438	72,000
100-00-34004	Police Security Contracts	544	3,135	528	3,135	680	-	53,138	155,000
100-00-34006	Police Security Contracts-School	34,016	75,169	24,192	74,016	23,267	69,600	22,604	68,000
100-00-34007	Bellevue Marshall's Office	80,557	326,875	105,540	320,466	105,540	316,620	104,273	312,819
GENERAL FUND REVENUE	2,037,281	4,731,485	1,985,430	4,584,382	1,804,638	4,430,213	1,784,165	4,459,751	
Adjustment to show difference from year to year									
Adjusted Revenue							1,784,165		
REVENUE DIFFERENCE FROM PREVIOUS YEAR	51,851		180,791		20,473		113,813		
GENERAL FUND EXPENSES									
LEGISLATIVE	56,902	261,257	39,540	208,687	137,441	190,213	37,974	198,823	
FINANCE	200,345	397,045	80,862	284,796	109,305	289,545	80,103	261,144	
COMMUNITY DEVELOPMENT	105,632	278,582	58,203	269,935	53,856	233,761	83,825	238,980	
POLICE	491,117	1,689,588	546,961	1,651,586	532,893	1,607,707	550,599	1,763,416	
STREET	219,098	948,753	247,878	934,694	311,722	987,295	239,345	917,448	
ENGINEER/PUBLIC WORKS	24,408	81,974	17,797	66,402	32,860	64,848	23,673	80,985	
LIBRARY	156,378	507,559	144,905	492,591	137,061	453,241	132,100	440,333	
PARKS	58,244	281,026	35,912	234,731	43,143	178,543	31,357	137,279	
FIRE	126,710	467,086	132,426	440,960	136,292	425,060	119,903	421,343	
TOTAL GENERAL FUND EXPENSES	1,438,834	4,912,870	1,304,484	4,584,382	1,494,573	4,430,213	1,298,879	4,459,751	
GENERAL FUND INCREASE (DECREASE)	598,447	(181,385)	680,945	-	310,065	(4,430,213)	485,286	-	

PROPRIETARY FUNDS

WATER FUND REVENUE	249,810	1,311,711	273,082	1,275,000	245,344	1,127,307	218,024	1,087,003
WATER FUND EXPENSES	251,696	1,311,711	383,877	1,256,803	353,499	1,199,356	332,513	1,004,225
WATER FUND BALANCE	(1,886)	-	(110,794)	18,197	(108,155)	(72,049)	(114,489)	82,778
WASTE WATER FUND REVENUE	658,093	2,170,501	608,042	1,810,600	518,011	1,495,293	437,033	1,422,201
WASTE WATER FUND EXPENSES	346,256	2,170,501	250,506	1,665,802	308,810	1,509,439	271,183	1,358,685
WASTE WATER FUND BALANCE	311,837	-	357,536	144,798	209,201	(14,146)	165,850	63,516
WATER replacement FUND REVENUE	65,050	46,080	12,954	90,000	9,267	35,000	1,063	85,000
WATER replacement FUND EXPENSES	11,397	485,000	-	485,000	-	40,000	-	319,000
WATER replacement FUND BALANCE	53,653	(438,920)	12,954	(395,000)	9,267	(5,000)	1,063	(234,000)
WASTE WATER replacement FUND REVENUE	53,968	38,660	10,885	77,000	7,256	30,000	3,758	80,000
WASTE WATER replacement FUND EXPENSES	-	475,000	-	175,000	-	118,178	-	1,000,178
WASTE WATER replacement FUND BALANCE	53,968	(436,340)	10,885	(98,000)	7,256	(88,178)	3,758	(920,178)

CITY OF HAILEY LOCAL OPTION TAX RECEIPT AND EXPENDITURE ANALYSIS AND CASH FLOW

1/31/2015

EXPENDITURE DESCRIPTION	MONTH	PAYMENTS	Air Services	CHAMBER	MT RIDES	SERVICES	EMERGENCY	TOTAL EXPENSES	1% Air	RECEIPTS	Chg	LOT BALANCE
ACCUMULATIVE TOTALS THROUGH 9/30/06		\$0.00	Board	\$0.00		\$0.00				\$92,718.67	%	
FISCAL YEAR ENDING 9/30/07	FYE 06	\$234,196.00		\$10,000.00	\$38,000.00	\$100,000.00	\$382,196.00	\$382,196.00		\$368,300.45		
ACCUMULATIVE TOTALS THROUGH 9/30/07	FYE 07	\$234,196.00		\$10,000.00	\$38,000.00	\$100,000.00	\$382,196.00	\$382,196.00		\$461,019.12		
FISCAL YEAR ENDING 9/30/08		\$294,289.32		\$49,343.95	\$0.00	\$120,000.00	\$463,633.27	\$463,633.27		\$376,920.49	2%	
ACCUMULATIVE TOTALS THROUGH 9/30/08		\$528,485.32		\$59,343.95	\$38,000.00	\$220,000.00	\$845,829.27	\$845,829.27		\$837,939.61		
FISCAL YEAR ENDING 9/30/09		\$146,490.24		\$74,138.00	\$70,000.00	\$13,900.00	\$304,528.24	\$304,528.24		\$311,640.20	-17%	
ACCUMULATIVE TOTALS THROUGH 9/30/09		\$674,975.56		\$133,481.95	\$108,000.00	\$233,900.00	\$1,150,357.51	\$1,150,357.51		\$1,149,579.81		
FISCAL YEAR ENDING 9/30/10		\$167,474.64		\$69,000.00	\$75,000.00	\$0.00	\$311,474.64	\$311,474.64		\$312,734.63	0.35%	\$482.29
ACCUMULATIVE TOTALS THROUGH 9/30/10		\$842,450.20		\$202,481.95	\$183,000.00	\$233,900.00	\$1,461,832.15	\$1,461,832.15		\$1,462,314.44		
FISCAL YEAR ENDING 9/30/11		\$59,700.00		\$68,000.00	\$75,000.00	\$97,300.00	\$300,000.00	\$300,000.00		\$324,478.37	3.76%	
ACCUMULATIVE TOTALS THROUGH 9/30/11		\$902,150.20		\$270,481.95	\$258,000.00	\$331,200.00	\$1,761,832.15	\$1,761,832.15		\$1,786,792.81		
FISCAL YEAR ENDING 9/30/12		\$153,130.03		\$61,000.00	\$65,000.00	\$82,200.00	\$361,330.03	\$361,330.03		\$333,327.35	2.73%	
ACCUMULATIVE TOTALS THROUGH 9/30/12		\$1,055,280.23		\$331,481.95	\$323,000.00	\$413,400.00	\$2,123,162.18	\$2,123,162.18		\$2,120,120.16		
FISCAL YEAR ENDING 9/30/13		\$151,890.15		\$61,000.00	\$65,000.00	\$68,000.00	\$345,890.15	\$345,890.15		\$348,890.15	4.67%	
ACCUMULATIVE TOTALS THROUGH 9/30/13		\$1,207,170.38		\$392,481.95	\$388,000.00	\$481,400.00	\$2,469,052.33	\$2,469,052.33		\$2,469,010.31		
Sidewalk/Street Maint., Mt Rides, HPD officer	Oct-13	\$15,000.00	1% Air			\$5,666.67	\$20,666.67	\$20,666.67		\$30,695.00	2.1%	\$9,986.31
Chamber, HPD officer, police car lease (3)	Nov-13		less 2.8%			\$28,903.91	\$28,903.91	\$28,903.91		\$25,684.98	9.1%	\$6,767.38
Chamber, HPD officer, Holiday Square supplies	Dec-13	\$7,027.81			\$17,000.00		\$38,457.24	\$38,457.24		\$19,738.08	22.7%	(\$11,951.78)
Mt Rides, Chamber, HPD Officer, Holiday Square Chamber, HPD officer	Jan-14	\$4,844.35		\$16,178.66		\$5,666.67	\$26,689.68	\$26,689.68		\$27,085.59	1.6%	(\$11,555.87)
Chamber, HPD officer/Kaitlyn Banner/Mt Rides Chamber, HPD Officer	Feb-14	\$1,137.50	\$6,015.87	\$4,159.00	\$17,000.00	\$5,666.67	\$15,841.54	\$15,841.54	\$6,189.17	\$30,397.09	-8.6%	\$9,188.85
Parks Maint/Equip, Chamber, HPD officer	Mar-14	\$3,584.90	\$3,584.90	\$5,476.00		\$5,666.67	\$32,865.07	\$32,865.07	\$3,688.17	\$22,266.86	-12.2%	\$2,278.81
Street Maint, Chamber, HPD officer, Mt Rides	Apr-14	\$21,000.00	\$4,915.74	\$8,046.00		\$5,666.67	\$16,238.41	\$16,238.41	\$5,057.35	\$29,435.23	-5.8%	\$4,795.99
Sidewalk/Street Maint., HPD officer	May-14	\$15,000.00	\$2,219.42	\$5,554.34	\$17,000.00	\$5,666.67	\$45,449.39	\$45,449.39	\$2,292.57	\$21,383.82	9.6%	(\$16,977.01)
Street Maint, Chamber, HPD officer	Jun-14	\$15,000.00	\$2,228.38	\$6,169.00		\$5,666.67	\$31,543.79	\$31,543.79	\$4,843.74	\$31,270.60	13.4%	(\$12,406.46)
Sidewalk/Street Maint., Mt Rides, HPD officer	Jul-14	\$25,000.00	\$4,708.12	\$9,761.00	\$17,000.00	\$5,666.67	\$52,795.50	\$52,795.50	\$12,724.10	\$56,237.25	4.2%	\$3,759.40
Street Maint, Chamber, HPD officer	Aug-14	\$20,000.00	\$12,367.83		\$17,000.00	\$5,666.67	\$54,035.65	\$54,035.65	\$11,696.52	\$53,528.34	18.4%	\$14,948.61
Sidewalk/Street Maint., Mt Rides, HPD officer	Sep-14	\$124,009.66	\$47,409.27	\$61,000.00	\$68,000.00	\$100,000.00	\$400,418.93	\$400,418.93	\$48,774.97	\$366,634.59	5.09%	
ACCUMULATIVE TOTALS THROUGH 9/30/14		\$1,331,180.04	\$47,409.27	\$453,481.95	\$456,000.00	\$581,400.00	\$2,869,471.26	\$2,869,471.26	\$48,774.97	\$2,835,644.90		
Sidewalk/Street Maint., Mt Rides, HPD officer	Oct-14	\$5,866.36	\$5,866.36	\$0.00		\$5,666.67	\$11,533.03	\$11,533.03	\$6,035.35	\$31,886.05	3.9%	\$26,388.37
Chamber, HPD officer, police car lease (3)	Nov-14	\$4,111.93	\$4,111.93	\$2,992.38		\$28,503.91	\$35,608.22	\$35,608.22	\$4,230.38	\$27,248.62	6.1%	\$22,259.15
Chamber, HPD officer, Holiday Square supplies	Dec-14	\$1,615.57	\$2,300.87	\$3,618.51	\$17,000.00	\$5,666.67	\$30,201.62	\$30,201.62	\$2,367.15	\$19,432.36	-1.5%	\$13,857.04
Mt Rides, Chamber, HPD Officer, Holiday Square Chamber, HPD officer	Jan-15	\$3,856.08	\$4,367.95	\$6,892.76		\$5,666.67	\$20,783.46	\$20,783.46	\$4,493.78	\$30,103.75	11.1%	\$27,671.11
Chamber, HPD officer	Feb-15		\$0.00	\$5,083.34		\$5,666.67	\$10,750.01	\$10,750.01		\$30,397.09	0.0%	\$47,318.19
Chamber, HPD officer/Mt Rides	Mar-15		\$0.00	\$5,083.34	\$17,000.00	\$5,666.67	\$27,750.01	\$27,750.01		\$22,266.86	0.0%	\$41,835.04
Chamber, HPD Officer, CDD intern, parks	Apr-15	\$12,500.00	\$0.00	\$5,083.34		\$5,666.67	\$23,250.01	\$23,250.01		\$29,435.23	0.0%	\$48,020.26
Parks Maint/Equip, Chamber, HPD officer, CDD Chamber, HPD officer, Mt Rides	May-15	\$13,500.00	\$0.00	\$5,083.34		\$5,666.67	\$24,250.01	\$24,250.01		\$18,911.75	0.0%	\$42,682.00
Sidewalk/Street Maint., HPD officer	Jun-15	\$30,000.00	\$0.00	\$5,083.34	\$17,000.00	\$5,666.67	\$40,750.01	\$40,750.01		\$21,383.82	0.0%	\$36,315.81
Street Maint, Chamber, HPD officer	Jul-15	\$30,000.00	\$0.00	\$5,083.34		\$5,666.67	\$40,750.01	\$40,750.01		\$31,270.60	0.0%	\$26,836.40
Sidewalk/Street Maint., Mt Rides, HPD officer	Aug-15	\$30,000.00	\$0.00	\$11,912.97	\$17,000.00	\$5,666.67	\$64,579.60	\$64,579.60		\$56,237.25	0.0%	\$42,323.64
Street Maint, Chamber, HPD officer	Sep-15	\$121,471.65	\$16,647.11	\$61,000.00	\$68,000.00	\$90,837.24	\$357,956.00	\$357,956.00	\$17,126.66	\$372,101.72	1.46%	\$31,272.38
ACCUMULATIVE TOTALS THROUGH 9/30/14		\$1,452,651.69	\$64,056.38	\$514,481.95	\$524,000.00	\$672,237.24	\$3,227,427.26	\$3,227,427.26	\$65,901.63	\$3,207,746.62		

PERTINANT NOTES:

Year-to-date change +5.3% compared with FYE 14, +12.77% compared with FYE 13, +18.12% compared with FYE 12, +28.79% when compared with FYE 11, +24.54% compared with FYE 10
 ** SURPLUS LOT FROM PREVIOUS YEAR, EXPENDITURES UNBUDGETED.

Month of L.O.T. Payment to Retail Establishment (City receives in month following payment to business) (at 6/29/12)		Lodging & Rental Cars 3% Tax (10 Businesses)	Alcohol Beverages 2% Tax (24 Businesses)	Restaurant Food 1% Tax (32 Businesses)	Monthly Total	Penalty	
FYE 9/30/2006 (3 months collected in firs)		\$79,998.51	\$11,959.47	\$31,274.14	\$123,232.12	\$ -	
FYE 9/30/2007		\$219,816.63	\$47,957.72	\$105,888.56	\$373,662.91	\$346.34	
FYE 9/30/2008		\$215,375.75	\$45,661.79	\$110,790.35	\$371,827.89	\$1,235.36	
FYE 9/30/2009		\$163,489.38	\$40,465.86	\$102,727.58	\$306,682.82	\$1,093.57	
2010	October	\$9,221.60	\$3,188.71	\$8,756.64	\$21,166.95	\$82.33	
	November	\$5,142.18	\$2,624.87	\$6,497.57	\$14,264.62	\$12.22	
	December	\$9,843.37	\$3,926.43	\$8,459.10	\$22,228.90	\$34.01	
	January	\$20,593.29	\$3,443.46	\$7,815.63	\$31,852.38	\$94.45	
	February	\$9,010.53	\$3,429.94	\$7,584.94	\$20,025.41	\$0.67	
	March	\$13,940.69	\$3,519.90	\$7,590.81	\$25,051.40	\$0.00	
	April	\$6,522.23	\$3,749.32	\$7,472.44	\$17,743.99	\$1.06	
	May	\$5,567.25	\$3,337.55	\$7,724.24	\$16,629.04	\$57.11	
	June	\$9,762.65	\$3,634.38	\$9,537.51	\$22,934.54	\$60.85	
July	\$28,062.42	\$4,788.00	\$11,661.32	\$44,511.74	\$205.30		
August	\$30,221.86	\$4,477.25	\$11,767.30	\$46,466.41	\$30.26		
September	\$15,249.69	\$3,630.08	\$9,498.09	\$28,377.86	\$8.76		
FYE 9/30/2010		\$163,137.76	\$43,749.89	\$104,365.59	\$311,253.24	\$587.02	
2011	October	\$9,220.13	\$3,085.85	\$8,484.50	\$20,790.48	\$0.00	
	November	\$5,361.23	\$2,453.85	\$6,764.40	\$14,579.48	\$11.54	
	December	\$10,501.26	\$4,645.37	\$9,480.35	\$24,626.98	\$57.72	
	January	\$16,137.14	\$3,284.03	\$7,773.19	\$27,194.36	\$265.82	
	February	\$9,945.66	\$3,156.11	\$7,386.36	\$20,488.13	\$39.29	
	March	\$9,257.25	\$3,919.42	\$8,119.90	\$21,296.57	\$2.64	
	April	\$6,144.22	\$3,121.52	\$7,459.97	\$16,725.71	\$41.91	
	May	\$5,740.96	\$4,309.34	\$8,669.81	\$18,720.11	\$3.14	
	June	\$10,739.24	\$3,844.73	\$10,574.55	\$25,158.52	\$83.60	
July	\$31,571.06	\$5,256.84	\$13,992.59	\$50,820.49	\$90.24		
August	\$28,867.69	\$5,123.68	\$12,525.09	\$46,516.46	\$64.55		
September	\$14,524.70	\$3,644.74	\$10,517.25	\$28,686.69	\$90.31		
FYE 9/30/2011		\$158,010.54	\$45,845.48	\$111,747.96	\$315,603.98	\$750.76	
2012	October	\$9,694.12	\$3,845.83	\$9,236.53	\$22,776.48	\$1.29	
	November	\$5,568.65	\$3,396.33	\$7,385.93	\$16,350.91	\$48.53	
	December	\$11,245.81	\$4,490.20	\$9,371.48	\$25,107.49	\$45.35	
	January	\$15,351.36	\$3,528.35	\$8,823.85	\$27,703.56	\$113.20	
	February	\$13,310.72	\$3,624.63	\$8,416.28	\$25,351.63	\$39.24	
	March	\$14,311.00	\$3,919.14	\$8,496.46	\$26,726.60	\$0.00	
	April	\$5,817.62	\$3,133.54	\$8,481.84	\$17,433.00	\$27.08	
	May	\$6,717.64	\$3,492.28	\$8,534.38	\$18,744.30	\$88.93	
	June	\$10,299.91	\$4,283.99	\$10,712.06	\$25,295.96	\$9.15	
July	\$32,678.51	\$5,004.68	\$13,153.55	\$50,836.74	\$61.33		
August	\$31,315.90	\$5,609.00	\$12,656.50	\$49,581.40	\$24.03		
September	\$14,659.04	\$3,816.42	\$10,630.63	\$29,106.09	\$121.07		
FYE 9/30/2012		\$170,970.28	\$48,144.39	\$115,899.49	\$335,014.16	\$579.20	
2013	October	\$10,989.18	\$3,906.61	\$9,831.86	\$24,727.65		
	November	\$5,680.11	\$3,516.90	\$8,161.64	\$17,358.65	\$23.71	
	December	\$9,849.62	\$4,487.07	\$9,860.14	\$24,196.83	\$160.94	
	January	\$19,615.93	\$3,759.53	\$8,931.63	\$32,307.09	\$116.39	
	February	\$13,268.78	\$3,410.28	\$7,913.45	\$24,592.51	\$65.04	
	March	\$14,751.56	\$3,876.48	\$9,023.87	\$27,651.91	\$30.62	
	April	\$7,451.49	\$3,578.40	\$8,670.55	\$19,700.44	\$40.98	
	May	\$6,783.24	\$3,632.67	\$9,618.13	\$20,034.04	\$10.47	
	June	\$12,494.74	\$4,354.93	\$11,213.33	\$28,063.00	\$3.27	
July	\$32,995.15	\$5,792.47	\$14,218.80	\$53,006.42	\$131.88		
August	\$29,520.10	\$4,464.79	\$12,325.52	\$46,310.41	\$4.21		
September	\$17,141.91	\$3,745.95	\$10,013.45	\$30,901.31	\$68.30		
FYE 9/30/2013		\$180,541.81	\$48,526.08	\$119,782.37	\$348,850.26	\$655.81	
2014	October	\$12,964.45	\$4,105.86	\$10,401.01	\$27,471.32	\$36.19	
	November	\$6,237.77	\$3,430.24	\$8,430.01	\$18,098.02	\$20.42	
	December	\$10,933.32	\$4,388.46	\$10,262.27	\$25,584.05	\$92.66	
	January	\$18,567.51	\$6,189.17	\$3,861.67	\$9,148.13	\$37,766.48	\$23.37
	February	\$11,064.50	\$3,688.17	\$3,726.45	\$8,626.91	\$27,106.02	\$137.66
	March	\$15,172.04	\$5,057.35	\$3,912.68	\$9,255.44	\$33,397.51	\$63.01
	April	\$6,850.05	\$2,283.35	\$3,457.39	\$8,730.85	\$21,321.64	\$102.95
	May	\$6,877.71	\$2,292.57	\$3,939.68	\$10,281.90	\$23,391.86	\$21.36
	June	\$14,531.22	\$4,843.74	\$4,260.93	\$10,157.82	\$33,793.71	\$90.77
July	\$38,172.29	\$12,724.10	\$4,936.34	\$13,535.01	\$69,367.74	\$35.52	
August	\$35,089.57	\$11,696.52	\$4,823.24	\$13,148.25	\$64,757.58	\$217.67	
September	\$18,106.04	\$6,035.35	\$4,059.34	\$10,740.30	\$38,941.02		
FYE 9/30/2014		\$194,566.46	\$54,810.31	\$48,902.28	\$122,717.90	\$841.58	
2015	October	\$12,691.14	\$4,230.38	\$3,711.69	\$10,327.39	\$30,960.60	
	November	\$7,101.44	\$2,367.15	\$3,253.07	\$8,421.88	\$21,143.54	\$8.25
	December	\$13,481.33	\$4,493.78	\$4,598.25	\$10,237.17	\$32,810.53	\$6.24
FYE 9/30/2015		\$33,273.92	\$11,091.31	\$11,563.01	\$28,986.44	\$84,914.67	\$14.49
					\$0.00		
GRAND TOTAL SINCE INCEPTION		\$1,579,181.04	\$65,901.61	\$392,775.97	\$954,180.38	\$2,992,039.00	\$6,104.13

CASH FLOW of 1% LOT for FYE 15 (October-September revenues and receipt of funds)

HAILEY	BED/CAR3%	BED/CAR1%	TOTAL	TOTAL 1%	MINUS COST NET
OCT	12,691.14	4,230.38	4,230.38	4,230.38	(118.45)
NOV	7,101.45	2,367.15	2,367.15	2,367.15	(66.28)
DEC	13,481.34	4,493.78	4,493.78	4,493.78	(125.83)
JAN	0.00		0.00	0.00	0.00
FEB	0.00		0.00	0.00	0.00
MAR	0.00		0.00	0.00	0.42
APR	0.00		0.00	0.00	0.00
MAY	0.00		0.00	0.00	0.00
JUNE	0.00		0.00	0.00	0.00
JULY	0.00		0.00	0.00	0.00
AUG	0.00		0.00	0.00	0.00
SEPT	0.00		0.00	0.00	0.00
SEPT			0	0	0
Total	0.00	0.00	0	0.00	0.42
			TOTAL FY	0.00	

PAYABLE: SUN VALLEY AIR SERVICES BOARD

ACCOUNT CODE: 100-10-41707

email Kathleen kschwartzberger@ketchumidaho.gov

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02/04/15

Accrual Basis

**Hailey Chamber of Commerce
LOT Transaction Detail
January 2015**

Type	Date	Num	Source Name	Memo	Amount
50050 · Payroll & Benefit Expenses					
50057 · Salary Expense					
Paycheck	01/02/2015	10331	Bowton, Patricia A.		1,086.29
Paycheck	01/15/2015	10349	Bowton, Patricia A.		1,086.29
Total 50057 · Salary Expense					<u>2,172.58</u>
50060 · Payroll Taxes					
Paycheck	01/02/2015	10331	Bowton, Patricia A.		10.78
Paycheck	01/02/2015	10331	Bowton, Patricia A.		67.35
Paycheck	01/02/2015	10331	Bowton, Patricia A.		15.76
Paycheck	01/02/2015	10331	Bowton, Patricia A.		112.05
Paycheck	01/15/2015	10349	Bowton, Patricia A.		0.00
Paycheck	01/15/2015	10349	Bowton, Patricia A.		67.35
Paycheck	01/15/2015	10349	Bowton, Patricia A.		15.75
Paycheck	01/15/2015	10349	Bowton, Patricia A.		13.03
Paycheck	01/15/2015	10349	Bowton, Patricia A.		0.00
Total 50060 · Payroll Taxes					<u>302.07</u>
Total 50050 · Payroll & Benefit Expenses					<u>2,474.65</u>
50130 · Bank Service Fee Exp					
Check	01/01/2015	E-pay	PayPal, Inc		30.00
Total 50130 · Bank Service Fee Exp					<u>30.00</u>
50203 · Event Supplies					
Bill	01/13/2015	22634	Jane's Artifacts, Inc.	Business After Hours Balloons	7.95
Total 50203 · Event Supplies					<u>7.95</u>
50205 · Equipment Lease					
Bill	01/07/2015	16378037	Great America Leasing Corp.	Copier Lease	140.07
Total 50205 · Equipment Lease					<u>140.07</u>
50210 · Postage & Delivery Exp.					
Check	01/09/2015	10337	USPS	Distribution of Visitor Brochures to...	226.14
Check	01/23/2015	10351	USPS	Mail Visitor Brochures	129.29
Total 50210 · Postage & Delivery Exp.					<u>355.43</u>
50220 · Telephone & Communications Exp.					
Bill	01/28/2015	20150128	Cox Internet, Inc	Telephone	105.56
Total 50220 · Telephone & Communications Exp.					<u>105.56</u>
60020 · Advertising Exp.					
Bill	01/11/2015	2441	Sun Valley Source'	Winter Issue Magazine Ad	300.00
Total 60020 · Advertising Exp.					<u>300.00</u>
60035 · Printing & Reproduction					
Bill	01/30/2015	15366	IT Integrated Tech formerly M...	Copy Charges	35.27
Total 60035 · Printing & Reproduction					<u>35.27</u>
60050 · Web Maint/Hosting/Design Exp.					
Bill	01/22/2015	6882	JML Publishing	1 Year Web Hosting	360.00
Total 60050 · Web Maint/Hosting/Design Exp.					<u>360.00</u>
60300 · License & Permit Exp.					
Bill	01/09/2015	2015001	City of Hailey Services	4th of July Banner Fee	100.00
Total 60300 · License & Permit Exp.					<u>100.00</u>
TOTAL					<u><u>3,908.93</u></u>

HAILEY CHAMBER LOT EXPENSE REPORT FOR 2014-2015

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	TOTAL	Budgeted Yr to expend	61000
Visitor Inquiries:															
E-mails answered	694	432	405	531									2062		
Visitor Count	268	87	144	72									571		
Phone Inquiries	168	123	207	140									638		
Relocation Packets/Information	13	16	6	10									45		
Referrals to Local Businesses	63	29	33	45									170		
Press Releases	7	3	6	3									19		
Website Unique Sites	2607	4029	4611	7549									18796		
Website Total Visits	3944	5566	6568	9160									25238		
Website Pages	23037	12480	14516	20891									70924		
Website Hits	104082	92090	158788	339773									694733		
Facebook Posts	227	234	234	249									944		
Facebook Fans	2927	2939	2945	2967											
Facebook Unique Users	38442	43072	77149	37505									196168		
Special Events/ Business Promotion															
Arborfest (May)														39,370 Budget	
Flowers on Main Street (June)														27,126 Bal Remaining	
Sheep Town Drags (June)															
Skateboard Competition (June)															
Fireworks Fundraiser (June)															
July 4th Days of the Old West (July)				100.00									100.00		
Rodeos (July, Aug, Sept)															
Northern Rockies Music Festival (August)															
Professional Bull Riding (August)															
Trailing of the Sheep (October)															
Crossberfest (October)															
Halloween Hoopla (October)	413.87	311.65											725.52		
Hometown Holidays (December)			2,256.23										2,256.23		
Promote Hailey			488.35	655.43											
Event Insurance															
Lease & Maintenance	135.80	135.79	140.07	140.07									551.73		
Copies	30.00	71.57		35.27									136.84		
Website Updates				360.00									360.00		
Misc./Event supplies	207.49		1,500.00	7.50									1,714.99		
Event Administration	1,402.97	1,850.78	1,536.38	1,608.52									6,398.65		
Total Special Events	2,190.13	2,369.79	5,921.03	2,906.79									12,243.96		
Visitor Services														21,630 Budget	
Visitor Center Staffing	755.00	996.57	827.27	866.13									3,444.97		
Pay Pal Fees	30.00	30.00	30.00	30.00									120.00		
Telephone & Internet	212.16	212.16	104.47	105.56									422.19		
Dropbox		9.99	9.99												
Brochures and Mailhouse	17.25												17.25		
Total Visitor Services	802.25	1,248.72	974.73	1,001.69									4,004.41		
TOTAL	2,992.38	3,618.51	6,892.76	3,908.48									16,248.37		
														61,000.00 Budget	
														44,751.63 Bal Remaining	



1/31/2015

CITY OF HAILEY INVESTMENT REPORT

FUND	<i>Nov interest</i>	STATE INV POOL	LOCAL CDs	CD PIPER JAFF	TOTAL
		0.139%	with interest	Maturity Market Value 12/31	
GENERAL (includes Fireworks and PARK)		1,629,541.11			1,629,541.11
CAPITAL PROJECTS		907,736.04			907,736.04
CAPITAL PROJECTS DIF Reserve		198,864.69			198,864.69
CAPITAL PROJECTS Public Art		38,068.98			38,068.98
RODEO PARK PROPETY TAX RCPTS		243,680.43			243,680.43
WATER REVENUE		886,743.05			886,743.05
WASTE WATER REV		694,216.51			694,216.51
WASTE WATER BOND RESERVE		569,719.84	173,059.71	M 5/09/17	742,779.55
WATER REPLACEMENT		999,460.88		1,002,281	2,001,742.27
WASTE WATER REPLACEMENT		1,031,018.16			1,031,018.16
WASTE WATER BIOSOLIDS BOND		6,185,658.71			6,185,658.71
TOTAL		13,384,708.40	173,059.71	1,002,281	14,560,049.50

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AGENDA ITEM SUMMARY

DATE: 01/20/2015 **DEPARTMENT:** Admin/Legislative **DEPT. HEAD SIGNATURE:** LH

SUBJECT:

Appointment to Hailey Planning and Zoning Commission (for vacancy of Jay Cone) for a term of three (3) years.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Jay Cone's term on Hailey P & Z expired December 31, 2014. The City advertised the opening for three (3) consecutive weeks for the vacancy, and four (4) citizens' submitted names were submitted for consideration:

Richard Pogue
Jennifer Helms
Sandi Viau
Allison Akehurst

All of the above candidates were interviewed by the Mayor. The Mayor will bring his nomination to the meeting for consideration by the Council.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

None

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

<input checked="" type="checkbox"/> City Attorney	<input type="checkbox"/> Finance	<input type="checkbox"/> Licensing	<input checked="" type="checkbox"/> City Adm.
<input type="checkbox"/> Library	<input checked="" type="checkbox"/> Community Development	<input type="checkbox"/> P&Z Commission	<input type="checkbox"/> Building
<input type="checkbox"/> Police	<input type="checkbox"/> Fire Department	<input type="checkbox"/> Engineer	<input type="checkbox"/> W/WW
<input type="checkbox"/> Streets	<input type="checkbox"/> Parks	<input type="checkbox"/> Public Works	<input checked="" type="checkbox"/> Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to confirm the Mayor's appointment of _____ for a 3-year term to the Hailey Planning and Zoning Commission which expires in December of 2017.

ACTION OF THE CITY COUNCIL:

Date 1/20/15 - no one appointed - Mayor undecided
2/9 - Mayor on when to appoint.
City Clerk to suggest appointment

FOLLOW-UP:

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

*Additional/Exceptional Originals to: _____
Copies (AIS only)

December 10, 2014

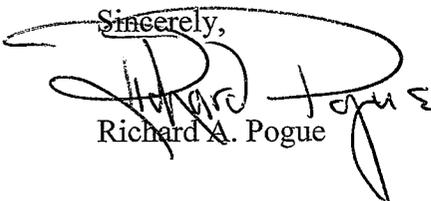
Micah Austin
City of Hailey
115 Main Street South
Hailey, Idaho 83333

Micah,

I am very interested in reapplying for the opportunity to serve on the City Planning and Zoning Commission. Please find attached my letter to Mayor Haemmerle expressing my interest in serving from last year. I did not meet the residency requirements of two years at that time but I now fulfill that requirement. I have also attached my resume.

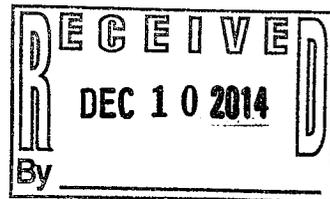
Thank you for your assistance in this matter.

Sincerely,



Richard A. Pogue

cc: Heather Johnson



Richard A. Pogue
114 Second Avenue North
Hailey, Idaho 83333

November 25, 2013

Mayor Fritz Haemmerle
City of Hailey
115 Main Street South
Hailey, Idaho 83333

Mayor Haemmerle,

I am writing to express my interest in serving the City of Hailey by serving on the City Planning and Zoning Commission. My real estate experience by being in real estate brokerage serving real estate development clients as well as my personal development experience should lend itself to being a valuable member of the Commission.

The Planning and Zoning Commission provides a valuable leadership role in determining the future economic viability of the community, preserving and enhancing the historical buildings that define a community, as well as provide a path for growth that assists in determining the future livability of the City. I would love to serve on such a committee.

Should you have interest in meeting personally to discuss my interest, background, candidacy; I would be most amenable. Further, I have attached my resume' for your review.

Thank you in advance for your consideration.

Sincerely,

Richard Pogue

Richard A Pogue

Results-oriented, self-motivated professional with a superior work ethic and the ability to adapt to any challenging environment. Excellent leadership, development, management and communication skills coupled with strong problem-solving abilities earned from more than 30 years of experience.

AREAS OF EXPERTISE

- * Leadership
- * Client Relations
- * Development
- * Investments
- * Acquisitions
- * Operations Management

- ✓ CEO for a turnaround real estate brokerage company to help restructure its business.
- ✓ Led a \$15 million revenue office to a \$80 million revenue office within 3 years, achieving a 20% net operating profit.
- ✓ Assisted in the integration of 2 large Dallas real estate companies totaling over 1000 employees.
- ✓ Assisted in the underwriting and acquisition of a Canadian company.
- ✓ Served as Chairman to integrate Canadian operations with the U.S. operations. Grew the company exponentially over a 5 year period
- ✓ Division Manager of CB Richard Ellis responsible for 23 existing offices as well as growth into 8 new markets.

- ✓ As President of The Koll Company N California oversaw development team and their projects; property management team and operations as well as acquisition of existing projects. Over 10 million square feet of projects were developed and acquired during a 10 year period. During this period, The Koll Company operations grew to over 150 employees as well as an annual budget of over \$500 million.

Board Positions: CB Commercial - Canada Chairman of the Canadian Board; CB Commercial Los Angeles, CA., NYSE public company;

Philanthropic Contribution: Camp John Marc, Dallas, TX

PROFESSIONAL HISTORY

LOH Realty and Investments/Pinnacle Consulting Group	2011-
Investor	2007 - 2010
CB RICHARD ELLIS / <i>Executive Managing Director</i>	2002 - 2007
CB COMMERCIAL - CANADA / <i>Chairman</i>	1997 - 2002
CB COMMERCIAL / <i>Division Manager</i>	1992 - 1997
KOLL DEVELOPMENT CO. / <i>President</i>	1982 - 1992
COLDWELL BANKER / <i>Sales Professional/Regional Manager</i>	1972 - 1982

EDUCATION / MILITARY

University of Oklahoma, Bachelor of Arts
USAF Pilot: Awarded the Distinguished Flying Cross; Bronze Star; Air Medal with 17 Oak Leaf clusters;
The Vietnamese Honor Medal for missions flown in Vietnam

January 7, 2014

To Whom It May Concern:

I am writing this letter in regards to the vacant volunteer position for the Planning and Zoning Commission for the city of Hailey. Having lived in the valley for almost a decade, being a homeowner in Hailey for four years, and having undergone a major remodel of my own home, I feel that I have a unique perspective that could greatly benefit the P&Z Commission. I know I would thrive at the opportunity to help my community plan and implement the principles that make Hailey so great: convenient and adequate sidewalks, safe corridors to schools, historic buildings, friendly and attractive neighborhoods, as well as the vibrant family spirit that is my town. Hailey is my home and I would love the opportunity to give back and help it become the town I envision and adore.

I believe myself to be a determined individual with a strong work ethic who produces results while paying attention to detail and safety. I understand the time commitment to such a position and know that I would be a great addition to the already existing members of the P&Z Commission. Thank you for your time and attention and I look forward to hearing from you soon. Good luck on your selection process.

Jennifer S. Helms

Jennifer S. Helms
P.O. Box 1642
Ketchum, ID 83340
(404) 310-1863
jenhelms13@msn.com

Work Experience:

Sun Valley Company – Winter Ski seasons 2003 – 2005, 2009 – present

- Sun Valley Ski Race Department

College of Southern Idaho – Spring Semester 2012

- Community Education Teacher
- Southern Cooking and Geology of Western National Parks

Eastern Kentucky University – August 2007 – June 2008

- Teaching Assistant under a Graduate Assistantship
- Teach undergraduate geology courses and labs for Gold and Diamonds, Mineralogy, Earth Science for Teachers, and Earth Science.

Just Flowers – May through October 2004 – 2007, 2009 – 2011

- Gardening and Landscaping

U.S. Park Service, Natural Bridges National Monument, Utah – August 2002 – November 2003

- Interpretation Park Ranger, GS-5
- General duties include: staff visitor center, fee collection, monitor campground, park maintenance, train SCAs and volunteers, evening program development and presentation, oversee Junior Ranger program, roving interpretation, and visitor education.
- Search and rescue

Moab Interagency Fire Center, Moab, Utah – July through August, 2003

- Wildland Firefighter, GS-5
- Fire detail with Engine 413

U.S. Geological Survey, Atlanta, Georgia – Summer 2000, 2001

- Groundwater specialist, GS-2
- General duties include: data entry into Georgia Water GWSI database, prepare field folders, well survey and monitoring, public information organization and distribution, well monitoring equipment installation.

Education:

Eastern Kentucky University, Richmond, Kentucky – Master of Geology, 2008

Course of study – Geology, Masters Degree

Advisor – John White, Professor of Geology

Research – Pb Isotope Studies of Peralkaline Rhyolites in Big Bend National Park

Thesis successfully defended November 7th 2008

Activities – Graduate Assistant, Team Teacher for Campus Recreation

University of Montana, Missoula, Montana – non-degree Graduate Student, 2006-2007

Course of Study – Geology

Research – Water quality and sediment contamination from historic mining of the Clark Fork River watershed, Missoula, MT

University of the South: Sewanee, Sewanee, Tennessee – 2002 Graduate

Course of Study – Natural Resources & English, Bachelor of Science

Advisor – Bran Potter, Professor of Geology

Research – Hydrology and Soils of Compartment 10 and 11, Sewanee, TN

Activities – Order of Gownsmen, Varsity Volleyball

University of Southern Maine, Portland, Maine – Summer 2001

Course of Study – Geology of Greece

Activities – 4-week field geology course in Levos, Greece

Training and Achievements:

- Ranger Interpretive Training, April 2003
- Federal Information Systems Securities Training, 2003
- Basic Rescue and Ground Search SAR Training, June 2003 (12 hours)
- Wildland Fire Fighting Training (I-100, S-130, S-190 Basic Fire School), 2003
- Urban/Wildland Fire Interface Training (Fire Behavior, Structure Protection, and Safety), 2003
- Outward Bound Sea Kayaking Program, 2002
- Marathon, ½ marathon, and triathlon participant, training for a ½ Ironman
- Taught community education courses at CSI Blaine County Campus this Spring covering Southern Cooking (2 classes) and Geology of Western National Parks (Yellowstone, Glacier, and the Grand Canyon – 4 classes)
- Scheduled to teach a community education class at CSI Twin Falls this summer, Natural Disasters and Geology – 4 hour class
- Guest lectured at Hemingway Elementary School for Ms. Mazzocchi's fifth grade dual immersion class on global tectonics, volcanoes, and mountain building

PO Box 4556
Hailey, ID 83333
721-7669

Heather Dawson, City Administrator
City of Hailey
115 Main St
Hailey, ID 83333

December 7, 2014

RE: Hailey Planning and Zoning Commission

Dear Mrs. Dawson,

Please accept my letter of interest for consideration of the vacancy on the Hailey Planning and Zoning Commission.

I have been a Wood River Valley resident for 15 of the past 18 years, 12 of which have been in Hailey. During this time, I have experienced profound growth and expansion of the City – from stoplights, to industrial areas, new schools, new developments, and new multi-use features such as the skate park and rodeo grounds. I've seen how new construction and/or modification of existing structures and uses not only affect the immediate neighborhood around the project, but also how it impacts adjacent areas, whether physically, emotionally, or culturally. I've had the good fortune to live in several different neighborhoods within Hailey and understand that each neighborhood has its own unique aesthetics, characteristics and qualities; that all of these can be either negatively or positively affected by work completed either within or outside of its boundaries. All of these beautiful neighborhoods are what makes Hailey the town we have today.

In addition, I have a background in Landscape Architecture that provides me with a strong understanding of the design process, impacts of construction to the surrounding area during installation, and the ability to read and comprehend schematics and detailed plans. With this knowledge, I understand the importance of site analysis and can see through the concepts to the end result. I also understand building and construction code.

Both in my past work experiences and current career in financial services, I've worked with a diversity of people. Diplomacy, tact, and the ability to listen and communicate clearly are all qualities I possess.

Lastly, I would like to give back to the community which has given me so much. I have the skills, knowledge, and desire to promote the best interests for the growth and prosperity of Hailey while preserving the city's integrity and values through responsible, planned growth and development.

Please let me know if you have any questions or would like additional information about my experiences.

Respectfully,

Allison Akehurst

SANDI L. VIAU, CPA, MBA

P O Box 1104

Hailey, ID 83333

Telephone: (702) 277-9066

SUMMARY OF QUALIFICATIONS

Financial Consultant – S L Viau MBA CPA 2008-Current

Provide financial and accounting assistance to enhance and improve policies and procedures, prepare reconciliations, analyze actual versus budget, prepare SOFA, SOAL, and MOR bankruptcy reporting requirements. Prepare business and individual federal and state income tax. Former Liberty Tax Service Franchise owner.

Associate- Resources Global Professionals 2007-2008

Completed projects range from delivering reconciled accounts and identifying and testing controls, to developing policy and procedures and implementing systems, SOX reporting and risk identification

CFO-Development – Lake Las Vegas Resort 1997-2007

Responsible for supervising development accounting team, develop methods to track and monitor public financing districts, consult and prepare management reports. Declarant representative for homeowner associations.

Controller 1997-2005

Responsible for supervising accounting department, including job cost, accounts payable, accounts receivable and general ledger for multi-company environment. Consult with management and prepare adequate reports and evaluations to management. Prepare required monthly and annual financial reports on both tax and GAAP basis. Monitor network and multiple accounting software processes. Coordinate annual audit activities.

Controller - TPM Financial, Inc. 1993-1997

Develop and direct general accounting procedures, supervising accounts payable, receivable, payroll and general ledger for multi-company environment, including apartment complexes, hotels, motels, and professional centers. Coordinate and finalize the preparation and evaluation of timely and accurate financial and tax reporting functions. Provide technical information, advice and assistance to management. Initiate and conduct research and analytical studies of various aspects of responsibility.

Controller - Century Publishing Company 1992-1993

Responsible for supervising accounting department, including accounts payable, receivable, payroll, job costing and cash flow projections. Prepare monthly financial statements, payroll tax reports for multi-state operations, bank reconciliation, and department reporting.

Assistant Controller - Security Pacific Bank Idaho (Mountain State Savings Bank) 1987-1992

Responsible for financial statement preparation, budget analysis, cash flow projections, cash management, and regulatory reporting. Provide technical information, advice and assistance to division heads.

Responsible for merger conversion reconciliation and audit review processes, including external and internal audit procedures. Implementation of accounting pronouncements and policies.

Staff Auditor - Legislative Auditors Office 1986-1987

Financial and compliance auditing of State Agencies. Familiarity with Idaho Code, Session Laws, Federal Regulations and restrictions. Secretary - Institute of Internal Auditors.

Education:

December 1994

M.B.A. Gonzaga University - Spokane, WA

May 1986

B.B.A., Major emphasis in Accounting, Boise State University - Boise, ID

June 1989

CPA Certificate

Associations: Former member, Board of Directors (Treasurer) of Big Brothers/Big Sisters of North Idaho. Member, American Institute of CPA's, Idaho Society of CPA's and Nevada Society of CPA's, Small Business Counselor at Las Vegas SCORE chapter.

SANDI L. VIAU, CPA, MBA
Telephone: (702) 277-9066

References:

Reva Tisdale
208-741-1546

Denna Atkinson
702-875-1027

Oren Clarke
702-683-9864

[Click here to Return to Agenda](#)

AGENDA ITEM SUMMARY

DATE: 02/09/15 **DEPARTMENT:** Admin/PW **DEPT. HEAD SIGNATURE:** HD/MP

SUBJECT:

Discussion of Blaine County Road & Bridge Levy with consideration of:

1. Hailey's level of participation;
 - A. Does Hailey want to contribute questions or resources to the poll?
 - B. Does Hailey want to request a dollar figure other than the \$3 million targeted by Blaine County?
 - C. Will Hailey issue a support resolution or letter?
 - D. How will Hailey participate in education of Hailey voters regarding this levy?
 2. Hailey's proposed use of the funds.
-

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Mayor Haemmerle and Heather Dawson attended a meeting hosted by Blaine County regarding the county's proposed road and bridge levy. Present were all agencies which would benefit from or be affected by the levy. Blaine County is requesting that agencies discuss and communicate their level of participation, if any, in this measure.

Blaine County is proposing collecting \$3 million per year for two years with this levy, which will cost voters \$35 per \$100,000 valuation each year. The county has identified that it needs \$2 million per year to keep up with road maintenance and prevent deterioration. At the end of the two years, they hope that new state legislation will be in place to help gain revenues from other sources for necessary road maintenance.

If Blaine County were to proceed without including cities, city property owners would still be subject to the tax, which would be set at \$2 million per year. As county taxpayers, city property owners in either scenario (with or without cities participation) will contribute toward the \$2 million care of county roads, such as Gannet, Croy, Quigley, Broadford, Buttercup, East Fork, Trail Creek, etc. Many of these roads are used by city residents in their daily commutes, or for recreation.

With cities participation, the additional \$1 million levied would be divided per statute among cities based on 50% of the tax received from each jurisdiction. Hailey would collect \$134,000 per year, for a total of \$268,000 over the two years.

As reported in the First World First Rate Hailey effort toward infrastructure improvement solutions, city staff is hearing from boards and commissions that the city should be focused on maintaining what it has, rather than adding new. Although this community discussion is at only its beginning stages, staff's recommendations for use of the levy funds are focused on increased maintenance, repair, and connectivity.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

If a May 2015 levy is passed as proposed, Hailey would receive \$134,000 in FY 2016 and \$134,000 in FY 2017. Hailey spends this amount each year in basic street maintenance, including the routine maintenance of shoulders, potholes, crackfill, fogseal, chipseal, and alleys. The levy would double Hailey's funds for street maintenance for two years. Hailey's Transportation Master Plan, calculated in 2006, recommends \$250,000 be spent on this type of maintenance and repair. See attached Appendix F from Hailey's Transportation Master Plan.

Although Hailey has spent only about half of the suggested \$250,000 on road maintenance since 2006, the reconstruction of Woodside Boulevard decreased the amount of failing roads projected for 2015 from 35% to 6%. Most of these failed roads are in the eastern part of North Woodside, including Baldyview, Aspen Valley, Antelope, Sunrise, Blue Lake, and Green Valley.

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 checked="" type="checkbox"/>	Fire Dept.	<input type="checkbox"/>	P & Z Commission	<input type="checkbox"/>	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Hailey’s Public Works (PW) department implements a cost effective combination of shoulder repair, pothole repair, crackfill, fogseal, and chip seal, with the most expensive of these being chip seal. In 2013, no chip seal was done as that budget was used for alley repairs and improvements. In 2014, no chip seal was done, as the planned Woodside Boulevard project was not completed by Knife River. Woodside Blvd. chip seal was re-appropriated into 2015; this is in addition to the usual annual budget of \$90,000 for other streets maintenance work.

One recommendation for the County R&B levy is to combine it with the city’s chip seal budget to systematically chip seal all the streets in town that haven’t been chipped seal in the five year period between 2012 and 2017. This would be highly visible, significantly extend the life of streets, and would benefit all citizens. However, chip seal is generally disliked by residents, and may attract criticism. It is a preventative maintenance

Although the Public Works Director does agree that chip seal is important in maintaining the longevity of our roads, she feels the current state of many of our sidewalks pose a greater safety hazard and issue for the city. Platt suggests chip seal be funded with 1) our existing FY 2015 budget, which includes enough to complete Woodside Blvd. and other streets in Hailey; and 2) future LID, capital levy or other funding mechanisms.

Below are Platt’s recommendations for the use of the current County Road and Bridge levy funds.

Hailey’s share is too small to make a difference on streets.

- \$135,000 a year for two years (total \$270,000) is not enough to repave the sections of road that are failing in Hailey. Priority street projects for failing streets and their associated costs are:
 - Green Valley, Blue Lake, Aspen Valley, Antelope, reconstruction with sidewalks is over \$2,000,000.
 - South Woodside Light Industrial area is over \$1,500,000 to improve failing drainage and poor design/construction.
 - Broadford Rd. is over \$300,000 for the portion that is within Hailey City limits – about 1200 feet of road length.

We should pick a project that will provide the greatest public good.

- Sidewalks creating connections from and to key places may benefit more people than a specific street(s) that is repaired or maintained with chip seal.
- PW has received far more complaints about the need for new and maintenance of existing sidewalks compared to roadway conditions. Citizen survey ranked connecting sidewalks #4 capital improvement project.
- We have a recent countywide bike/ped master plan that was adopted by all jurisdictions and involved collecting lots of input from the public and from Hailey residents on Hailey improvements.

- Given the levy amount, 1-2 projects identified in the bike/ped master plan could potentially be completed in the two year levy period. The Cobblestone project, providing safe connection to the middle school, is \$160,000. Comparatively we could almost do 2 more projects of similar scope with the full levy amount of \$270,000.
- If we were to connect the Middle School to the Wood River Trail along Myrtle for instance and improve 2nd Ave. sidewalk, we would likely have a project that would benefit many and greatly improve safety.

We should identify a project(s) in advance of May, to allow time to inform citizens of the benefits of the levy project(s).

- Citizens may be less motivated to approve the levy if they don't know what the funds will do.
- A project like Myrtle and 2nd Ave. could be heavily supported, but without communicating this info. to the citizens a "road and bridge levy" could be of little interest.

We should include maintenance along with a new project, if possible.

- Our maintenance needs on sidewalks throughout Old Hailey and elsewhere are great. We should take care of our existing infrastructure, while enhancing it with more connections to points of interest and filling in disconnected areas.
- One estimate shows that for \$33,000 we could replace or improve portions of sidewalk that were identified as possible trip hazards in a 2014 survey. (310 trip hazard areas were identified in Old Hailey, between Main St. and 4th Ave. – Hailey's oldest sidewalks.)
- Possible projects that involve both maintenance and providing connections are:
 - Replace and repair sidewalks in bad condition along either Bullion or Croy Streets and provide sidewalk connections to the street and add pieces of new sidewalk along these streets where connections are missing.
 - Connect the Wood River Trail to Main St. If done along Bullion St, we could create a sidewalk/pathway that connected the Wood River Trail to Hop Porter, the river and ended at Lion's Park.
 - Provide sidewalk to street connections and sidewalk replacement/repair, along E. Croy St. from the Wood River Trail to Main St.
 - Separated pathway or sidewalk on the north side of Myrtle from the Wood River Trail to 2nd Ave. and improve the existing sidewalk along 2nd Ave. to the Middle School.

Between the mobility design (AKA complete streets) efforts of Beth Robrahn and others and the countywide planning effort that created the Bike/Ped Master Plan, it would be good to implement 1-2 of these projects, combined with maintenance of existing sidewalk infrastructure. There has been a lot of planning effort, but hardly any implementation.

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

FOLLOW-UP:

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

*Additional/Exceptional Originals to: _____
 Copies (AIS only)

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AGENDA ITEM SUMMARY

DATE: 2/09/2015

DEPARTMENT: Admin

DEPT. HEAD SIGNATURE: HD

SUBJECT:

Discussion of essential infrastructure for Hailey continues.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The attached report contains:

- An outline of Hailey's intention and proposed methods to methodically discuss its essential infrastructure needs with the community.
- A list of infrastructure and capital improvements, as identified by staff and master plans as essential for Hailey.
- A discussion of property taxes available to Idaho cities. This portion of the report ties with both Hailey's essential infrastructure discussion and the property tax measure proposed by Blaine County for a Road & Bridge levy, which is also on this agenda.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

- | | | |
|---|--|------------------------------------|
| <input type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Streets |
| <input type="checkbox"/> City Attorney | <input type="checkbox"/> Mayor | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Planning | <input type="checkbox"/> _____ |
| <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:

No council action is required. Discussion of this report will inform, solidify, or modify staff's recommended approach.

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

Essential Infrastructure for Hailey

February 9, 2015 City Council Meeting Report

Project Goal:

City elected officials and staff will work with Hailey citizens to identify essential infrastructure needs and diverse funding methods to support these needs, in an effort to keep Hailey great. The project envisions that we properly care for, carefully improve, and maintain our citizen's quality of life by:

- Caring for Roads, Sidewalks, Bike/Pedestrian Paths & Trees
- Connecting Parks, Trails & River Access to Hailey amenities
- Improving Public Buildings, Library, Cultural Facilities
- Protecting Safe, Healthy Water and Wastewater Systems
- Rejuvenating Infrastructure, Facilities, Equipment, Apparatus

Project Mission:

1. Fully understand the goal and the needs –

Staff will compile a complete list of capital needs, and identify essential maintenance and replacement needs which are not currently funded. Annexation and development impact fee studies should be revised and updated based on this needs assessment.

2. Involve the people who live here in choosing priorities -

Discussions of Hailey's infrastructure are planned in the following venues and publications:

- City Council Meetings
- Our Town Monthly Publications
- Monthly Press Releases
- Website and Social Media
- Brochures
- Community Gatherings, Presentations and Discussions, including:
 - Focus Group Meetings and Open Houses
 - Hailey Business-After-Hours on June 19, 2015
 - Rotary Club
 - Kiwanis Club
 - Hailey Chamber of Commerce
 - Wake-Up Hailey
 - Blaine County School District Meetings
 - Blaine County Transportation Committee Meetings

3. Find funding and get started –

Diverse funding sources will enhance our success. Each month we will discuss in full the methods, costs and benefits associated with various funding sources.

Project Components:

1. Identify partners and stakeholders

Every person who lives, works, or owns property in Hailey is a stakeholder in this discussion. We have identified specific groups of persons as well as some individuals who we hope will work with us as partners in this matter. The groups include:

- City-appointed boards and established committees which help to govern Hailey infrastructure.
 - Art & Historic Preservation Commission
 - Development Impact Fee Advisory Committee
 - Library Board
 - Parks & Lands Board
 - Tree Committee
 - Urban Renewal Agency

- Government agencies whose infrastructure contributes to the quality of life for Hailey constituents.
 - Blaine County
 - Blaine County Housing Authority
 - Blaine County Museum
 - Blaine County Recreation District
 - Blaine County School District
 - Bureau of Land Management
 - Mountain Rides Transportation Authority
 - US Forest Service
 - Urban Renewal Agency

- Community groups who use city facilities or contribute resources to Hailey infrastructure.
 - Friends of the Hailey Public Library
 - Hailey Chamber of Commerce
 - Hailey Ice, Inc.
 - Kiwanis Club of the Wood River Valley
 - Lions Club
 - Rotary Club
 - Sawtooth Rangers
 - School Parent-Teacher Association (PTA)
 - W.A.T.E.R
 - Wood River Land Trust

City staff will make personal contact with each of these groups, introduce Hailey's process to them, and discuss their level of participation in the process. We want them to know what we are doing and contribute ideas and dialogue. In February, these groups will have the opportunity to add items to the project list. In March, they will be invited to assist in the prioritization of the project. In April and May, the broader community will be involved through neighborhood meetings and an appointed citizens committee. By the June 2015 BAH, the full scope of the project will be available to the community for final comment and review.

2. Identify a timeframe that fully involves all citizens and stakeholders.

December 2014

Preliminary Needs Report to:

City Council
Rotary
Kiwanis
Hailey Art & Historic Preservation Commission

Published:

Our Town
ID Mountain Express

January 2015

Property Tax Funding Report to:

City Council
Hailey Library Board
Local Cities, Blaine Count, BCRD, MRTA by email.

Published:

Our Town
Hailey Website

February 2015

Capital Project List (cost estimates are not refined)

City Council
All Hailey Boards and Commissions
All Community Groups

Published:

March 2015

Maintenance Needs List with Refined Project Costs

City Council
All Hailey Boards and Commissions
All Community Groups

Published:

April 2015

Prioritization of Project List & Funding Table

City Council
All Hailey Boards and Commissions
All Community Groups
Citizens Committee

Published:

May 2015

Delivery of DIF and Annexation Fees Update

City Council
All Hailey Boards and Commissions
All Community Groups
Community Survey or Poll

Published:

June 19, 2015

Hailey Sponsored BAH

Published:

3. Produce an approachable and authentic description of need.

Capital Project Lists:

City staff has updated and revised its recommended list of capital projects needed to keep Hailey great. The projects are listed in alphabetical order in the attached, as future projects have not been prioritized. Most of the street, water, and wastewater improvements have been taken from master plans. Other projects are intended to improve the quality, connectivity, and useful life of paths, trails, sidewalks, intersections, parks and city buildings and equipment. The cost of these projects are estimated, but not yet refined. Further cost detail will be achieved during the prioritization discussions with our community, as specific project elements (such as concrete or asphalt paths) are explored, discussed, and refined.

Underfunded Maintenance:

Equally, if not more, important is Hailey's need to apply more maintenance funding to certain areas. Buildings, roads, sidewalks, and equipment need proper maintenance so that they remain safe, operate efficiently, and increase their useful life. Proper maintenance and upgrades are important to defray expensive repairs and replacement. Our goal is to take care of what we have before adding to what we have.

The list of underfunded maintenance items is not complete; a full report will be forthcoming in March. The list of capital improvement needs attached contain some specific differences from previous lists:

A. Library Expansion. Previously, the library planned to add library space to the west side of the Fox Building. Recent conversations have been focused on the Library expanding to the second floor of the Fox Building. Vacated space will be left when the city successfully relocates the police station from its second floor location to a more appropriate, separated ground floor location.

B. Police Station. The list includes a stand-alone police facility to be built on a suitable site. More ideal would be a combined police and fire facility, but location choices are more limited due to the fire department's need for a specific location from which adequate response times to the entire city are possible.

C. Fire Station and Equipment. A study completed in 2011 by consultant ESCI identified the best location of a fire station in Hailey to be in the proximity of the existing fire station. Hailey Fire Chief Craig Aberbach identified that call volume for Hailey Fire Department does not justify two stations, and the proximity of the current station is ideal. Consequently, the lot Hailey owns at the intersection of Countryside and Woodside Blvd is no longer needed for a fire station, and could be used for the police station or exchanged for a suitably located police/fire facility.

Chief Aberbach has identified that additions and remodeling to the existing fire station are necessary and has devised a plan for adding a bay, office and storage space, and increasing safety by installing to-code fire walls. However, these improvements will be costly, and the building will remain poorly insulated and without a foundation. Ideally, a combined fire/police facility in that area of town would best serve the city's needs. Aberbach has also put together a plan to refurbish fire trucks in order to extend their life. This puts off the need to replace trucks for at least 5 years.

Project Description	DIF % of Growth	% URA	Cost	Future (F) Budgeted (B) or 5-Year (5)
<u>Parks, Facilities, Equipment and Apparatus</u>				
City Shop Fuel Storage Street	N/A		\$ 55,000	B
City Shop Security Fencing Street	N/A		\$ 30,000	B
Irrigation Pump Station Woodside Boulevard	N/A		\$ 100,000	B
Arena Improvements - Concessions	N/A		\$ 70,000	5-B
Park Improvements Skate Park Lighting			\$ 43,000	5-B
Fire Equipment SCBA Replacement	N/A		\$ 507,000	5-B
City Hall Awnings			\$ 115,000	5
City Hall Generator	N/A		\$ 30,000	5
City Hall Skylight Replacement (5)			\$ 75,000	5
City Shop Salt Storage Street	N/A		\$ 35,000	5
Fire Equipment Service Vehicles			\$ 556,518	5
Fire Equipment Truck Refurbishment to extend life			\$ 750,460	5
Library Expansion at Fox Building Site	30%		\$ 375,000	5
Library Security System RFID			\$ 27,480	5
Park Improvements Balmoral Shade Structure & Picnic Tables			\$ 20,000	5
Park Improvements Playground Equipment	N/A		\$ 60,000	5
Water Main Upgrade River Street	N/A		\$ 140,000	5
Water Pumphouse Generator			\$ 85,000	5
Wellhouse and Contact Basin 3rd Avenue			\$ 500,000	5
WW Reclaimed Water Pipeline and Pumping Station			\$ 2,200,000	5
Arena Improvements - Relocate Announcers Stand to Corner				F
City Hall Elevator replacement/repair			\$ 360,000	F
City Hall Exterior Window Replacement			\$ 250,000	F
City Hall Radon Mitigation			\$ 35,000	F
City Shop Expansion Water Department	N/A		\$ 350,000	F
City Shop Expansion WWTP			\$ 100,000	F
City Shop Fuel Storage WWTP	N/A		\$ 27,000	F
Downtown Plaza - Town Square	40%	100%	\$ 1,500,000	F
Downtown Wayfinding System	N/A	100%	\$ 65,000	F
Fire Equipment Truck Replacement	25		\$ 2,604,480	F
Park Improvements Keefer Plaza and Public Art	30%		\$ 60,000	F
Park Improvements Municipal Campground			\$ 100,000	F
Park Restroom Foxmoore	N/A		\$ 52,000	F
Park Restroom Lions	30%		\$ 171,000	F
Police Station Location to be determined	50%		\$ 1,850,000	F
Water Grid Improvements Woodside Subdivision	N/A		\$ 269,000	F
Water Main Installation 2nd Avenue	N/A		\$ 440,000	F
Water Main Installation River Street	N/A		\$ 314,000	F
Well - New (Requires Land)	N/A		\$ 832,000	F
WW Equipment Replacement Jet Truck			\$ 300,000	F
WW Main Replacement Carbonate Drive	N/A		\$ 128,000	F
WW Main Replacement Old Hailey Townsite			\$ 100,000	F
WWTP Tertiary Filter Addition	N/A		\$ 8,190,000	F
WWTP Treatment Capacity Expansion	N/A		\$ 9,850,000	F

Project Description	DIF % of Growth	% URA	Cost	Future (F) Budgeted (B) or 5-Year (5)
Trails, Sidewalks, Streets, and Stormwater				
Sidewalk Extension Cobblestone from Middle School to Hw 75			\$ 156,000	B
Drywells Installation			\$ 60,000	5-B
Rolling Stock	30%		\$ 1,023,750	5-B
Replace In-Ground Ped Crossing Lights on Main at Croy and Myrtle	25%		\$ 9,000	5
Sidewalk Extension Old Hailey Townsite Connection with ADA	40%		\$ 60,000	5
Snow Storage Area Infrastructure - Grade, Surface, Drywell, etc	30%		\$ 440,000	5
Trees on Woodside Boulevard			\$ 20,000	5
Bike Path to Quigley Road	40%		\$ 185,000	F
Bike/Ped Connection 1st Ave to Werthheimer Park	50%	100%	\$ 45,000	F
Roundabout 2nd and Myrtle	30%		\$ 350,000	F
Roundabout 4th and Elm	30%		\$ 350,000	F
Roundabout River and Cedar	30%	100%	\$ 350,000	F
Roundabout Silver Star and River	30%	100%	\$ 350,000	F
Sidewalk Extension 3rd Ave from Elm to Hwy 75	40%	75%	\$ 193,000	F
Sidewalk Replacement Main Street Accessibility		100%	\$ 750,000	F
Sidewalk Replacement Old Hailey Townsite			\$ 1,500,000	F
Snow Storage Land	30%		\$ 900,000	F
Street Improvements 2nd Ave	40%		\$ 1,052,000	F
Street Improvements 4th Ave from Croy to Elm	40%		\$ 357,000	F
Street Improvements 5th Ave	25%		\$ 729,000	F
Street Improvements Bullion Street East	40%		\$ 644,000	F
Street Improvements Bullion Street West	40%	100%	\$ 360,000	F
Street Improvements Croy Street - 2nd to Bikepath	40%		\$ 304,000	F
Street Improvements Elm Street East	40%		\$ 229,000	F
Street Improvements Myrtle Street East	40%	5%	\$ 644,000	F
Street Improvements River Street Complete Street		100%	\$ 4,814,000	F
Street Reconstruction Broadford Road	25%	15%	\$ 462,000	F
Street Reconstruction South Woodside Light Industrial	25%		\$ 1,468,000	F
Street Reconstruction Woodside NE Streets	25%		\$ 2,121,000	F
Street Reconstructon Airport Way	40%		\$ 500,000	F
Trail Extension Park Trail B	30%		\$ 90,000	F
Trail Extensions Founders Trail	30%		\$ 52,000	F
Trail Extensions Winter Fox			\$ 50,000	F
Woodside Drainage Canal Improvements			\$ 400,000	F

Unfunded or Underfunded Maintenance

City Hall Carpet
 City Hall Exterior - sidewalk, paver, façade brickwork
 City Hall Plumbing and Electrical Repair
 Library Carpet Replacement
 Library Computer Replacement
 Park Irrigation SCADA Smart Meters
 Street Maintenance - Chip Seal

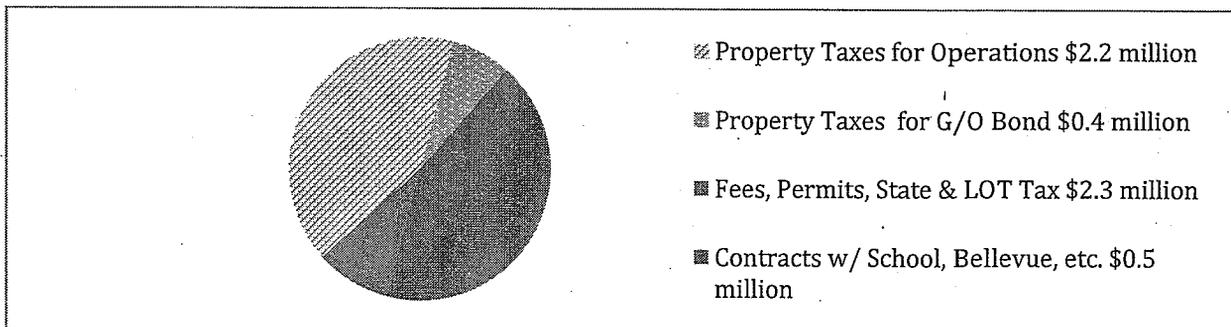
4. Funding Opportunities:

Many funding sources exist by which to increase maintenance and improve infrastructure. We will fully explore each of these funding sources available to Hailey:

- Local Improvement Districts
- Business Improvement Districts
- Idaho Power Franchise Fee negotiated from 1 to 2% (increase street maintenance revenue by \$60,000)
- Voter approved Idaho Power Franchise fee of 3% (increase street maintenance revenue by \$120,000)
- 2-year levy overrides (50% +1 voter approval)
- Permanent levy overrides (60% voter approval or 66.67 voter approval)
- Local Option Tax increase for Capital (60% voter approval)
- County Road and Bridge Levy partnership
- Revenue Bonds for Water or Wastewater projects (50% +1 voter approval)
- General Obligation Bonds (66.67% voter approval)
- Development Impact Fees (already exists)
- Tax Increment Financing (available within URA)
- Grants (need a separate revenue stream for grant matches)
- Donations
- Transfer of excess operating funds to Capital

Property Tax Funding Analyses:

Property taxes are currently the basis of nearly half of Hailey's budgeted general revenue, which comes from the following sources:



Cities should not depend only on property taxes. Diverse revenue sources contribute to good financial management. Idaho law limits how much cities can increase taxes without a vote. Hailey receives an additional \$70,000 each year under this 3% cap. This costs Hailey taxpayers \$9 more each year.

We know that we need to look at other funding ideas in addition to property tax to take care of our town. We believe that an array of tools is the best approach.

Hailey property owners currently pay \$290 annually to the City of Hailey for each \$100,000 of their net taxable property value. This reaches the \$2.2 million in operational tax revenue discussed above. In addition, they pay \$52 each year for the G/O Rodeo Bond payback, which will continue for six more years.

Other city taxes allowed by Idaho law are shown in the table below. All but one of the various tax levies available to cities are capped by levy limits. The street tax is unlimited, but Idaho law requires cities to show that all state and city fuel and street taxes are used only on street maintenance, repair, and new street construction. Such financial laws and levy limits provide assurance to constituents that funds will be used for specific purposes.

For each additional \$10 per year Hailey property owners would pay in taxes through a voter approved tax increase under any of the categories shown below, Hailey would receive \$76,700 additional revenue.

Hailey is defined as a Low Property Tax City under Idaho Code 63-802.1.f., because its general fund levy is below .004. As such, a 60% majority of Hailey voters can approve a permanent property tax increase from the current .0029 levy to .004. Levy increases above that, up to the allowed maximum of .009, and the other levy categories shown below, require a 2/3 majority vote for approval. The exception is the capital levy, which requires 60% voter approval.

Taxing Authority	Maximum Levy	Current tax paid per 100,000 valuation	Maximum tax per 100,000 valuation under maximum levy	Annual funds collected by city under current levy	Total funds available yearly under maximum levy
General Fund	.009	\$290	\$900	\$2.2 million	\$6.9 million
Capital Fund	.0004	-0-	\$40	-0-	\$ 306,700
Library	.001	-0-	\$100	-0-	\$ 766,766
Parks & Recreation	.0006	-0-	\$60	-0-	\$ 460,000
Streets	No Limit	-0-	No Limit	-0-	Each \$10 of tax brings \$76,670
Bonds	.02	\$52	\$200 (10 years)	\$398,700	\$15 million

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AGENDA ITEM SUMMARY

DATE: 02-09-15 DEPARTMENT: Com. Development DEPT. HEAD LH
SIGNATURE: _____

SUBJECT:

Request for approval to issue a Request for Proposal for Qualified consultants to update the City's Annexation Fee and Development Impact Fee

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The City of Hailey developed an annexation fee study in 2001 and updated it in 2005. In 2007 Hailey implemented development impact fees. In 2012, Hailey updated both the annexation fees and the development impact fees. The method of this update included some variations on the method by which development impact fees were established in 2007.

Development Impact Fees are specifically defined in Idaho Statute for certain public facilities only. Annexation fees have a broader connotation, and are typically meant to encompass all of the costs associated with bringing new property into the City. Staff has summarized the following stated goals for the Council to consider:

Annexation

- Annexation fees will not duplicate Development Impact Fees, but will fairly assess the costs of becoming part of the City of Hailey.
- The capital, operating and maintenance cost of providing services to private property development are addressed at the time of annexation.
- Annexations do not reduce the quality or quantity of services to existing residents and property owners.
- Annexation fees are fair and equitable, and reflect best practices in the state of Idaho

Development Impact Fees

- New development creates a portion of demand for certain public facilities based on levels of service, as specifically spelled out in Idaho Statute.
- All methodology, reporting and recommendations must be consistent with Title 67, State Government and State Affairs, Chapter 82, Development Impact Fees, including specific requirements of 67-8204 and 67-8207 that pertain to calculation of impact fees.
- Development Impact fees do not duplicate Annexation fees.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____
Comments: _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

- | | | |
|--|-------------------------------------|--|
| <input checked="" type="checkbox"/> City Administrator | <input type="checkbox"/> Engineer | <input type="checkbox"/> Library |
| <input checked="" type="checkbox"/> City Attorney | <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> Mayor |
| <input type="checkbox"/> City Clerk | | <input checked="" type="checkbox"/> Planning |
| <input type="checkbox"/> Building | | <input type="checkbox"/> Police |

Public Works, Parks
 P & Z Commission

Benefits Committee
 Streets
 Treasurer

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve the Request for Proposal for Qualified consultants to update the City's Annexation Fee and Development Impact Fee.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head in Attendance at Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

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

*Additional/Exceptional Originals to: _____
Copies (AIS only)

REQUEST FOR PROPOSAL: Hailey Annexation Fee and Development Impact Fee Update

The City of Hailey is seeking proposals to update its annexation fees and development impact fees. Development Impact Fees are specifically defined by Idaho law; Annexation fees have a broader connotation. The City of Hailey has the following stated goals:

Annexation Fees

- Annexation fees will not duplicate Development Impact Fees, but will fairly assess the costs of becoming part of the City of Hailey.
- The capital, operating and maintenance cost of providing services to private property development are addressed at the time of annexation.
- Annexations do not reduce the quality or quantity of services to existing residents and property owners.
- Annexation fees are fair and equitable, and give consideration to best practices in the state of Idaho

Development Impact Fees

- New development creates a portion of demand for certain public facilities based on levels of service, as specifically spelled out in Idaho Statute.
- All methodology, reporting and recommendations must be consistent with Title 67, Chapter 82, Development Impact Fees, including specific requirements of Idaho Code 67-8204 and 67-8207 that pertain to calculation of impact fees.
- Development Impact fees do not duplicate Annexation fees.

Background

The City of Hailey developed an annexation fee study in 2001 and updated it in 2005. In 2007 Hailey implemented development impact fees. In 2012, Hailey updated both the annexation fees and the development impact fees. The methods in the updates were not identical.

Background material includes the following studies. Note that several of these documents relate to specific annexation requests, and are provided for informational purposes only. The City desires to update annexation fees, although no annexation requests are pending.

Attachment A: 2001 Annexation Fee Final Report, Tischler and Associates

Attachment 2: November 20, 2005 Annexation Fee Final Report, Management Partners Incorporated

Attachment 3: Growth-Related Capital Improvements Plan and Development Impact Fees, TischlerBise Consultants

Attachment 3: 2012 Annexation Fee Study, Quigley Annexation, Richard Caplan and Associates

Attachment 4: Development Impact Fee 2012 Update, Richard Caplan Associates

Hailey has new DEQ approved Water and Wastewater Master Plans in place. Hailey's staff has recently updated its capital projects list, complete with estimates, and is in the process of identifying underfunded maintenance items. Hailey's 2006 Transportation Master Plan contains outdated costs, but its concepts are still relevant.

Capital Improvements Plan (CIP)

A 20-year capital improvement plan is being developed by City staff. The CIP will contain projects prioritized into the 5-year time frame ending September 30, 2020. Because this work is in progress, the initiation of a contract for updating Development Impact Fees may be staggered until the CIP is substantially complete.

Scope of Work

Consultants are requested to submit methods, schedule and fees for updating Hailey's Annexation Fees and Development Impact fees as separate tasks. Travel to Hailey may not be necessary, as phone and email can be used to communicate throughout the duration of the study. Consultant should bid one trip to present the findings, called out separately in the proposal. Project components:

I. Review and Revise Prior Annexation Fee Reports

This task involves updating the prior Annexation reports to reflect 2014/2015 municipal plans and budget. Changes to the established methodology, if any, should be clearly outlined in the proposal. The site-specific annexation studies shall be used as a reference, but not necessarily as guiding documents. Annexation fees should be clearly spelled out in relation to Development Impact Fees and current water/wastewater connection fees, so that the fees do not overlap. The annexation fees should not create the need for later credits or reductions in development impact fees. Annexation fees should cover the full range of city services.

II. Identify Impact of Annexation or Growth on the Levels of City Services

Identify necessary increases in City public services and cost of operations required to maintain the same level of service to the population of annexations with residential, commercial and institutional land uses. The cost analysis shall include the estimated increased tax revenue from future commercial and residential uses, with comparison to increased cost of operations, maintenance, and capital needs resulting from the annexation.

III. Recommend annexation fees for residential, commercial and institutional land uses.

Based on I. and II. Above, consultant shall make a recommendation for annexation fee for residential, commercial and institutional land uses on a per-unit and/or per-square-foot basis or other common unit of measurement.

IV. Update Development Impact Fees

The 2012 Development Impact Fee Report shall be undated, and shall include, at a minimum: Summary of Current and Updated Impact Fees, Impact Fee Definition and Rationale, Statutory Basis For Impact Fees, Estimated Growth in Hailey, Steps for Calculating Impact Fees, Location of Data in Impact Fee Calculations and Data Sources.

Proposal

The proposal submitted shall include a bid for the cost of providing the above information to the City, and shall present those costs separately for each component, and the project timeline.

Relevant Experience

Proposals are expected to provide the following minimum information:

1. Consultant must show substantial expertise in working with municipalities in determining levels of service and performing cost of services analysis for annexation fees and development impact fees.
2. Consultant must list all team members expected to participate in the project and list individual's responsibilities and qualifications.
3. Schedule of work items with milestones noted.
4. Consultant must indicate any unusual issues or problems that they may anticipate in performing the work.

Qualified firms must submit a full statement of qualifications to the office of the City Clerk at 115 S. Main Street, Hailey, ID 83333 no later than 2:00 p.m. MDT on February 27, 2015. Please contact Lisa Horowitz, Community Development Director, at 208-788-9815 x 13 for additional information concerning this project.

Preliminary List for RFP:

BBC Research and Consulting, Denver, CO
Clarion Associates LLC, Denver, CO
Stan Clauson Associates, LLC, Aspen CO
Hoffman Planning Associates, Laclede, ID
Kaplan and Associates
Management Partners Incorporated
TischlerBise
Economic & Planning Systems
JUB Engineers, Boise ID
URS Engineers
ECONorthwest, Eugene, OR

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AGENDA ITEM SUMMARY

DATE: 2-9-15

DEPARTMENT: Legal

DEPT. HEAD SIGNATURE: _____

SUBJECT:

Social Hosting, Runaway and Beyond Control Ordinance

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Blaine County recently conducted several public hearings about a Social Hosting ordinance and adopted such an ordinance. I am attaching some background information I received from the county about the social hosting ordinance. In addition, I am attaching an unsigned ordinance which was approved by the County Commissioners.

I was asked by the mayor to draft a similar ordinance for Hailey. When I discussed this matter with the Prosecutor's Office, I learned that Hailey does not have an ordinance addressing runaway or beyond control juveniles. I was informed that the authorities have been using the county ordinance for runaway and beyond control minors, which according to several Idaho appellate cases is not appropriate. Consequently, I expanded the scope of the ordinance to include prohibitions for runaway and beyond control minors.

For the most part, I used the social hosting language approved by the County Commissioners. I would like to suggest potentially revising several parts of the county ordinance. First, I would suggest deleting the prohibition for allowing a minor under the influence at a gathering. It is conceivable that a parent could have a perfectly safe gathering without any alcohol that was attended by a minor who arrived driving a car after consuming alcohol. I would not think a parent should refuse admittance to the minor because it is far more dangerous for the minor to leave in an intoxicated condition than staying at the party. If you agree, we could either eliminate the language in bold found section 9.08.030.03 about being under the influence of alcoholic beverages, or we could create safe haven language that it is not illegal to allow a minor under the influence at a gathering if the minor did consume alcohol at the gathering.

Second, according to press accounts involving the county hearings, there was discussion about whether knowledge should be actual knowledge or whether knowledge should warrant further inquiry or inspection. Actual knowledge will be slightly harder to prove. But, I would think the evidence in most cases would prove either level of knowledge.

Third, you may want to discuss whether a gathering should include more or less than 5 people.

Lastly, I would suggest deciding whether the penalty provision should make the second offense a misdemeanor or whether any offense should be a misdemeanor. Considering that possession of alcohol by a minor is a misdemeanor, I would think that the penalty against an adult who should have more maturity and judgment than a minor should be at least similar grade of offense.

To fill a gap in our code, I would recommend that we adopt the runaway and beyond control provisions.

Ned

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____

Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

<input 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 type="checkbox"/> _____
<input type="checkbox"/> Safety Committee	<input type="checkbox"/> P & Z Commission	<input type="checkbox"/> Police	<input type="checkbox"/> _____
<input type="checkbox"/> Streets	<input type="checkbox"/> Public Works, Parks	<input type="checkbox"/> Mayor	<input type="checkbox"/> _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Discuss the ordinance and provide direction for any revision to the ordinance. If the ordinance is generally acceptable, instruct staff to place the ordinance as presented or as revised on the next agenda as a public hearing.

FOLLOW-UP REMARKS:

HAILEY ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF HAILEY AMENDING CHAPTER 9.08 OF THE HAILEY MUNICIPAL CODE, CURFEW OF MINORS, BY REVISING THE TITLE OF CHAPTER 9.08 TO READ A "MINORS"; AMENDING SECTION 9.08.010 TO ADD DEFINITIONS FOR ALCOHOLIC BEVERAGES, BEYOND CONTROL, GATHERING, HOST, KNOWINGLY AND PREMISES; ADDING A NEW SECTION 9.08.030 TO PROHIBIT HOSTING OF A GATHERING WHERE A MINOR IS IN POSSESSION OR CONSUMES ALCOHOLIC BEVERAGES; ADDING A NEW SECTION 9.08.040 TO PROHIBIT A MINOR FROM RUNNING AWAY OR BEING BEYOND THE SUPERVISION OR CONTROL OF A PARENT; BY PROVIDING FOR A REPEALER CLAUSE; BY PROVIDING FOR A SEVERABILITY CLAUSE AND BY PROVIDING AN EFFECTIVE DATE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Mayor and the City Council of the City of Hailey wish to amend the Hailey Municipal Code to promote the safety of residents of the City of Hailey;

WHEREAS, alcohol usage by minors poses a serious threat to the health, safety, and welfare of our community;

WHEREAS, alcohol usage by minors is prohibited by Idaho law;

WHEREAS, the Mayor and City Council find that minors are often provided alcohol at gatherings hosted by adults on private property;

WHEREAS, the Mayor and City Council find that the consumption of alcohol by minors at these gatherings is harmful to the minors, and to the neighborhoods and communities where such parties are held;

WHEREAS, parties, large gatherings and events on private property where minors are consuming alcohol threaten the peace, health, safety and general welfare of the public;

WHEREAS, a law that prohibits these gatherings may result in a decrease in the abuse of alcohol by minors, as well as physical altercations and injuries, vandalism and noise disturbances, thereby improving overall public safety;

WHEREAS, it has come to the attention of the City of Hailey that it does not have an ordinance prohibiting conduct by minors who are beyond the supervision and control of the minor's parents; and

WHEREAS, the Mayor and City Council find that the amendments to the Chapter will further the public health, safety and general welfare.

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

Section 1. The title of Chapter 9.08, "Curfew for Minors," of the Hailey Municipal Code is hereby amended to read "Minors."

Section 2. Section 9.08.010 of the Hailey Municipal Code is hereby amended by the addition of the underlined language and deletion of the stricken language, as follows:

9.08.010 Definitions. ~~A.~~

"Alcoholic Beverage" means any beverage containing alcohol, including liquor, spirits, beer and/or wine.

"Emancipated" means any person either eighteen (18) years of age or older, or if under the age of eighteen (18), any person who is married or has been married; or any person who is in active military service; or any person legally declared as such.

"Emergency" means any unforeseen health, accident or crime-related exigency calling for immediate action.

"Gathering" means an assembly of five (5) or more persons for a social occasion or activity.

"Host" means the owner or person(s) in charge of, or in control of, the premises; the person(s) authorizing the use of the premises or the person(s) organizing or hosting a gathering at the premises; and/or the act of being in charge or control of, authorizing the use of, and /or hosting a gathering at the premises.

"Juvenile" means any person seventeen years of age or younger.

"Juvenile Corrections Act" means Chapter 5, Title 20, Idaho Code as now existing and as may hereinafter be amended.

"Knowingly" means for purposes of this section means having knowledge that is sufficient to warrant further inquiry or inspection.

"Minor" means a person under the age of twenty-one (21) years.

"Parent" means any person having legal custody of a juvenile:

1. As a natural or adoptive parent;
2. As a legal guardian;
3. As a person who stands in loco parentis;
4. As a person to whom legal custody has been given by order of court.

"Premises" means any private or public property, structure, or enclosure, including, but not limited to, a home, apartment, condominium, dwelling unit, meeting room, hotel room and/or hall, and/or the yard and/or curtilage thereof, whether such property is owned, rented, leased, or otherwise occupied.

"Remain" means to stay behind, to tarry and to stay unnecessarily upon the streets, including the congregating of groups (or of interacting minors) totaling four or more persons in which any juvenile involved would not be using the streets for ordinary or serious purposes such as mere passage or going home.

"Streets" means a way or place, of whatsoever nature, open to the use of the public as a matter of right for purposes of vehicular travel. The term "street" includes the legal right-of-way, including, but not limited to, the cartway or traffic lanes, the curb, the sidewalks, whether paved or unpaved, and any grass plots or other grounds found within the legal right-of-way of a street. The term "street" applies irrespective of what it may be called or formally named, whether alley, avenue, court, road or otherwise. The term "street" shall also include shopping centers, parking lots, parks, playgrounds, cemeteries, public buildings and similar areas that are open to the public.

Section 3. Chapter 9.08 of the Hailey Municipal Code is hereby amended by the addition of a new Section 9.08.030, as follows:

4-5-2: PROHIBITION: It shall be unlawful for any host to knowingly permit a gathering on any premises where a minor is in possession, consumes, or is under the influence of an alcoholic beverage.

4-5-3: PENALTIES: A first or second violation of this Chapter shall be an infraction, which is punishable by a fine of one hundred dollars (\$100), and for which no period of incarceration may be imposed. A third violation of this Chapter shall be a misdemeanor, punishable by such fine and/or imprisonment as set forth in Blaine County Code Section 1-4-1.

Section 4. Chapter 9.08 of the Hailey Municipal Code is hereby amended by the addition of a new Section 9.08.040, as follows:

9.08.040 Beyond the Supervision and Control of the Minor's parents. A minor's willful and deliberate refusal to obey a rule and/or command of his or her parents to a degree that places the safety and/or welfare of the minor or any person in jeopardy.

A. PROHIBITIONS: any minor living or found in Blaine County who runs away from or is beyond the supervision and control of the minor's parents is guilty of a status offense.

B. PENALTIES: A violation of this section shall subject the minor to the penalties and other sentencing provisions set forth in the juvenile corrections act.

Section 5. All Ordinances or Resolutions or parts thereof in conflict herewith are hereby repealed and rescinded.

Section 6. If any section, paragraph, sentence or provision hereof or the application thereof to any particular circumstances shall ever be held invalid or unenforceable, such holding shall not affect the remainder hereof, which shall continue in full force and effect and applicable to all circumstances to which it may validly apply.

Section 7. This Ordinance shall be in full force and effect after its passage, approval and publication according to law.

PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL and approved by the Mayor this ___ day of _____, 2014.

Fritz X. Haemmerle, Mayor
City of Hailey

ATTEST:

Mary Cone, City Clerk

The Blaine County Social Host Ordinance



AN ISSUE BRIEFING
A TOOL FOR REDUCING UNDERAGE DRINKING
AT HOME PARTIES

STRATEGIES FOR ADDRESSING BOTH LARGE
AND SMALL TEEN PARTIES WHERE ALCOHOL
IS SERVED

What's the Problem?



- Survey results show local teen drinking rates are higher than the average in Idaho and nationally. According to the Blaine County Community Drug Coalition, local teens are engaging in high-risk drinking more than other youth in the State.
- Results of the 2014 Idaho Prevention Survey show 25% of 10th graders and 43% of 12th graders in Blaine County report binge drinking in the last 30 days, defined as five or more drinks in two hours.

What's the Problem



- Heavy drinking being reported by our teens may be one of the greatest dangers facing our youth. The Drug Coalition is working on ways to assist adults in becoming part of the solution to this problem as opposed to being part of the problem.
- Alcohol poisonings, automobile accidents, property damage, community disturbances, violence, sexual assaults, unprotected sex and experimentation with other substances are frequently by-products of excessive underage drinking.

Binge Drinking and Related Problems



- The research on binge drinking and youth access to alcohol is supported by recent reports of parents providing alcohol at parties in Blaine County. Such parties can be particularly problematic because of the large number of drinkers and the significant amount of alcohol individuals consume when binge drinking.
- According to the National Institute of Health, due to changes in brain chemistry caused by alcohol, youth who drink before they turn age 15 are 4 times more likely to develop alcohol dependence and addiction than those who start drinking at age 21.

Rite of Passage?

- Many Blaine County adults dismiss underage drinking as a “rite of passage”. This tolerance stems from three misconceptions:
 - Myth #1—Alcohol is a relatively harmless substance compared to illegal drugs.
 - Myth #2—Drinking as an inevitable activity for teens; it’s consumption is part of the transition to adulthood.
 - Myth #3—Permitting consumption of alcoholic beverages in a residential setting is safe because impaired driving can be limited and some form of parental oversight is available in case of an emergency.

Access to Alcohol at House Parties

- According to 86% of Blaine County 12th graders and 72% of 10th graders, it is somewhat or very easy to obtain alcohol (Idaho Youth Prevention Survey, 2014)
- Easy youth access to alcohol is supported by anecdotal reports from youth in Blaine County. In a recent (April 2014) focus group youth reported they often got alcohol from home or at the residence of a friend and that “house parties” were very common.

What is a “House Party”



- House parties are large gatherings of young people in a home or on a residential property. In some cases, adults are home and may not be aware that the party is occurring. In other instances, parties are happening at homes where parents are away. However, youth increasingly report that parents are home and allow drinking to take place. Often purchasing the alcohol for the teen party.
- 88% of the youth in the April 2014 focus group reported attending parties hosted by adults where underage drinking occurred.

What Has Been Done to Address House Parties?



- Concerned parents at the local schools have initiated voluntary parent pledges to create support for the majority of parents opposed to hosting parties with underage drinking.
- Unfortunately, voluntary pledges do not generate school-wide support for the issue, despite the vast majority of parents doing the “right thing”. It also does not provide incentive for the minority of parents who are hosting these underage drinking parties.

What is a Social Hosting Ordinance?



- Social host accountability refers to laws that hold individuals responsible for underage drinking on property they own, lease or control.
- Social hosting ordinance supports law enforcement officials who routinely respond to complaints from the public about unruly parties.

The Time Is Now:

For the parents and caring adults in the Wood River Valley, the time is now to stand up and say no to the all too common practice of adults hosting parties that allow underage drinking. National, State and local surveys of Middle School and High School students state that there are two main ways youth access alcohol; they purchase it from retail outlets that don't do a great job of checking ID, or at house parties. The Blaine County Community Drug Coalition works with local law enforcement to conduct compliance checks to hold establishments accountable for the sale of alcohol to minors. This has been a successful operation for the last four years, increasing compliance by retailers from 30-40% to 80-100%. The local retailers should be commended for significantly improving the rate of sales of alcohol to minors.

But now a 2014 local school survey states that 57% of 8th graders, 71% of 10th graders and 86% of 12th graders thought that alcoholic beverages would be "fairly easy" or "very easy" to get, with the main source being house parties. Often times these parties are hosted by misguided adults who feel "they will do it anyway", so why not have them in my house. But as Chris Herren, former NBA star who spoke to our students in September said, "you would never let your children go to parties and play Russian roulette. But you let them go to parties where they can drink and pop a couple of mollys—and mollys can kill you. If a teenager stays away from alcohol and drugs until he's 18, the chances of him becoming an alcoholic drop off drastically. So why not help your children at least wait until 18?" Youth who begin drinking before age 15 are up to five times more likely to develop alcohol-related problems than those who don't drink until age 21. Underage drinking should no longer be considered a 'rite of passage.' It is a risky behavior with significant negative consequences for youth and for society as a whole. During the Teen Town Hall meeting sponsored by the Drug Coalition last spring; the voice of the students was clear. They don't want parents to be their friend; they want them to be their parent. They spoke out against the practice of allowing kids to drink at parties because they have watched too many of their friends tumble into addiction or even death. They also raised a loud call of warning regarding binge drinking, sexual assaults, unprotected sex, and violence, as well as the dangers of drinking and driving that occurs at these local house parties.

The Drug Coalition also hosted a Town Hall meeting for adults, and their message was clear as well. Do what you want with your child, but no one has the right to serve alcohol to "my child". Doing so is illegal and it is immoral. There is a previously silent majority of caring parents who are ready to stand up and stop the practice of social hosting.

For these reasons, the Drug Coalition supports a tool to reduce underage drinking in Blaine County. This tool is called a social host ordinance; it enhances existing local law by imposing a fine for hosting gatherings on private property where alcoholic beverages are served to or consumed by underage persons. For first offenses, a host could be cited for an infraction with a fine of \$100, or in the case of multiple offenses, it could move to a misdemeanor. This social host ordinance would allow police officers to cite party hosts for allowing underage drinking to occur on property that is under their control. Present law prohibits furnishing alcohol to minors, but it does not prohibit the act of providing a venue for underage drinking. The social host ordinance empowers parents to set clear limits with their kids and with other parents regarding underage alcohol consumption in home settings. This tool also deters underage drinking by holding adults accountable for allowing teen drinking parties on their property.

Local social host laws have been effective in communities across the nation, resulting in fewer large parties and reduced service calls for law enforcement. Some state surveys show that Social Hosting ordinances are attributed to a 9% reduction in alcohol-related traffic fatalities.

Adoption and enforcement of a social host ordinance can reduce youth access to alcohol and the dangerous impacts of underage drinking. A social host ordinance can help change community attitudes around underage drinking and reinforce the message that is not legal or safe for youth to drink alcohol.

On November 18th, The Drug Coalition members plan to request that the Blaine County Commissioners explore adopting a Social Hosting ordinance. For the health and safety of our youth, please join us in support of this important issue. The time is now to help prevent another child from dying needlessly.

ORDINANCE NO. 2014 - ___

AN ORDINANCE PROHIBITING A HOST, AS DEFINED IN THE ORDINANCE, FROM KNOWINGLY PERMITTING A GATHERING WHERE ALCOHOLIC BEVERAGES ARE POSSESSED OR CONSUMED BY MINORS

WHEREAS, the Board of County Commissioners is empowered pursuant to Section 31-714, Idaho Code, to pass all ordinances and rules and make all regulations, not repugnant to law, necessary for carrying into effect or discharging the powers and duties conferred by the laws of the state of Idaho, and such as are necessary or proper to provide for the safety, promote the health and prosperity, improve the morals, peace and good order, comfort and convenience of the county and the inhabitants thereof, and for the protection of property therein; and

WHEREAS, alcohol usage by minors poses a serious threat to the health, safety, and welfare of our community; and

WHEREAS, alcohol usage by minors is prohibited by Idaho law; and

WHEREAS, the Board of County Commissioners finds that minors are often provided alcohol at gatherings hosted by adults on private property; and

WHEREAS, the parents of minors attending these gatherings are often unaware that alcohol is being served to their children; and

WHEREAS, the Board of County Commissioners finds that the consumption of alcohol by minors at these gatherings is harmful to the minors, and to the neighborhoods and communities where such gatherings are held; and

WHEREAS, gatherings, and events on private property where minors are consuming alcohol threaten the peace, health, safety, and general welfare of the public; and

WHEREAS, a law that prohibits a host of these gatherings from allowing possession or consumption of alcohol by minors may result in a decrease in the abuse of alcohol by minors, as well as physical altercations and injuries, vandalism, and noise disturbances, thereby improving overall public safety.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF BLAINE COUNTY, IDAHO:

Section 1: A new Chapter 5 of Title 4 of the Blaine County Code shall be added that reads as follows,

CHAPTER 5
SOCIAL HOST ORDINANCE

SECTION:

4-5-1: DEFINITIONS

4-5-2: HOSTING GATHERING WHERE MINORS CONSUME OR POSSESS ALCOHOL UNLAWFUL

4-5-3: PENALTIES

4-5-1: DEFINITIONS: For purposes of this section, the following terms shall be defined as follows:

A. ALCOHOLIC BEVERAGE: Any beverage containing alcohol, including liquor, spirits, beer, and/or wine.

B. GATHERING: An assembly of two or more persons for a social occasion or activity.

C. HOST: The owner or person(s) in charge of control of the premises; the person(s) authorizing the use of the premises or the person(s) organizing or hosting a gathering at the premises; and/or the act of being in charge or control of, authorizing the use of, and /or hosting a gathering at the premises.

D. MINOR: A person under the age of twenty-one (21) years.

E. PREMISES: Any private or public property, structure, or enclosure, including, but not limited to, a home, apartment, condominium, dwelling unit, meeting room, hotel room and/or hall, and/or the yard and/or curtilage thereof, whether such property is owned, rented, leased, or otherwise occupied.

F. KNOWINGLY: For purposes of this section means having a general knowledge of or reason to know which warrants further inquiry or inspection.

4-5-2: PROHIBITION: It shall be unlawful for any host to knowingly permit a gathering on any premises where a minor is in possession of, consumes, or is under the influence of an alcoholic beverage.

4-5-3: PENALTIES: A first violation of this Chapter shall be an infraction, which is punishable by a fine of one hundred dollars (\$100), and for which no period of incarceration may be imposed. A second violation of this Chapter shall be a misdemeanor, punishable by such fine and/or imprisonment as set forth in Blaine County Code Section 1-4-1.

In addition to such penalty, any person violating this Chapter shall be subject to any and all other applicable, administrative, criminal, and/or civil penalties applicable under Idaho law.

Section 2: This ordinance shall be effective immediately upon its passage and publication.

Regularly passed, approved and adopted by the Board of County
Commissioners of Blaine County, Idaho, this _____ day of
_____, 2014.

BOARD OF COUNTY COMMISSIONERS
OF BLAINE COUNTY, IDAHO

(seal)

Lawrence Schoen, Chairman

Jacob Greenberg, Vice-Chair

ATTEST:

JoLynn Drage, Clerk

Angenie McCleary, Commissioner

SOCIAL HOST ORDINANCE FAQ's

What is a Social Host Ordinance?

A social host ordinance holds adults responsible for hosting, or in other words, knowingly providing a place for underage drinking to occur. A "Social Host" refers to an adult who allows underage drinking on property that he/she owns, leases or otherwise controls.

I thought providing alcohol to a minor was already illegal. How is a Social Host Ordinance different than what already exists?

It is illegal for adults to furnish alcohol to individuals under the age of 21. However, when law enforcement officials arrive on the scene of an underage drinking party, youth typically don't "rat" anyone out, so it is often difficult to determine who actually provided the alcohol. A Social Host Ordinance allows law enforcement to cite the individual who hosts or provides a setting for underage drinking to take place.

Why does this ordinance target parties that occur on private residences and premises?

Parties and gatherings on private property (including rented or leased condos and hotel/motel rooms) have repeatedly been identified as the primary source by which youth obtain alcohol. Kids obtain alcohol at parties through friends, older siblings or adults.

How is "private residence" and "private premise" defined?

"Private premise" is defined as any privately owned or leased land, including backyards, fields, outbuildings, wooded areas, fields, etc. appurtenances. "Private residence" has been defined as the place where one actually lives, or has his or her home.

If I go away on vacation and my child hosts an underage drinking party, am I responsible? Under the proposed ordinance, adults are not responsible for hosting the party if they are not at home and youth hold a drinking party without their knowledge. A teen or other person in control of the house could be cited for hosting the party in addition to possessing alcohol. This new law doesn't change existing civil liability-adults can be held liable for injuries or other consequences that occur regardless of whether they are present or not.

What if I'm upstairs sleeping and my child sneaks booze into the house, am I responsible? Adults who knowingly allow underage alcohol use on their private property will be held responsible. If an adult is not aware that an underage person brought alcohol onto the property or if the underage person is concealing the alcohol, that adult will not be held responsible. Police officers must establish probable cause by determining that a person knew or should have known that underage drinking was occurring on the premises.

What if underage drinkers are trespassing on my property?

The provisions of this ordinance shall not apply in the case of a party or gathering consisting entirely of persons trespassing on the premise or residence.

Will this ordinance violate my 4th Amendment Rights?

No. The State of Idaho allows law enforcement to enter a private residence without a search warrant for the following reasons: Exigent Circumstances, Fresh/Hot Pursuit, and Consent/Permission. The Social Host Ordinance does not increase law enforcement's ability to enter someone's home or property. Law enforcement officers would continue to be held to the same standards decided upon by the Supreme Court.

SOCIAL HOST ORDINANCE FAQ'S

What are the penalties for violating the proposed Social Host Ordinance?

In the proposed draft ordinance, the first offense results in an infraction, which is a civil public offense, not constituting a crime, punishable only by a penalty not exceeding \$100. A second violation shall be a misdemeanor, punishable by a fine and/or imprisonment as set forth in Blaine County Code (no more than \$1000 and no more than 6 months in jail).

If all kids are going to drink anyway, isn't it better to "take the keys" and provide them a safe environment?

No. The truth is that driving drunk is not the only negative outcome of underage drinking we are trying to prevent.

- Research shows that underage drinking affects a youth's brain and body development and increases a youth's risk of developing alcohol problems as an adult.
- Young adults (often college students over 21 years) frequently host parties and allow, often encourage, minors (this includes high school students), to consume alcohol. Drinking parties often involve binge drinking (5 or more drinks on one occasion) which greatly increases the risk of: alcohol poisoning, accidents and injury, motor vehicle crashes, mixing alcohol with other drugs, violence, sexual abuse and the practice of unsafe and unprotected sex.
- Also, it is wrong to assume that "all kids are going to drink anyway". Teens face a great deal of peer pressure to drink, however many teens choose not to drink and are often looking for a "way out". Adults need to support teens in making healthy decisions-not encourage unhealthy decisions.

Why is this ordinance good legislation?

The ordinance addresses the problem of underage drinking where it most frequently occurs: in homes and on other private property. Underage drinking parties, even casual gatherings with just a few teens, can easily spiral out of control. The proposed ordinance will do the following:

- Encourage parents and adults to avoid unsafe environments that foster high risk, destructive behavior.
- Provide parents peace of mind by knowing that when their child is at someone else's home, it is illegal for another adult to let them consume alcohol.
- Hold both teens and adults accountable for their behavior.
- Provide law enforcement an important tool to prevent tragedy rather than react to it.
- Assist and support parents and their children to communicate and make wise decisions.
- Reinforce a clear and consistent community-wide message that underage drinking is unhealthy, unsafe and unacceptable.

If my child is arrested and found guilty, will this go on his/her permanent record?

Anyone over the age of 18 found guilty of being a social host will face charges that will go on their criminal record (and only if this is a second offense).

SOCIAL HOST ORDINANCE FAQ's

Do you really expect this ordinance to solve the huge issue of underage drinking?

This ordinance will not solve all youth related alcohol problems on its own. The ordinance is an important part of a multi-faceted, community-based approach to continually reduce the number of young people using illegal drugs and alcohol.

Alcohol prevention strategies that target the *individual*, and seek to affect behavior directly (such as education, counseling, mentoring), are only one component of any strategy to implement effective change in a community. These individual-based strategies can be effective in achieving certain outcomes, however alcohol-related behavior does not occur in isolation. Rather it is shaped by one's physical and social settings. That is why *environmental* prevention is an essential part of a comprehensive approach to the prevention of alcohol problems in any community.

Based on a best practices model, "effective environmental prevention efforts" should target 4 areas: community norms, access and availability, media messages, and policy and enforcement (Marin Institute). All four of these areas are being targeted by the Excellence Project and Grand Futures Prevention Coalition. The Social Host Ordinance fits into both the access/availability and policy/enforcement areas. It is expected that passage of this ordinance will also help to change the community norm that it is "OK to provide alcohol to someone else's child because at least they are drinking in a safe place" attitude.

**** This FAQ's has been modified and edited from a Colorado Initiative called the Excellence Project and Grand Futures Prevention Coalition to adapt to Idaho laws.**

1) Law enforcement agencies are using social host ordinances in communities where they have been enacted.

- *Source: Evalcorp, 2013.* (This issue brief summarizes the findings of an evaluation of SHOs in three jurisdictions in Ventura County, California.)
 - Over 350 SHO citations were issued in Ventura County between 2006-2010.
- *Source: Sears, (2014).*
 - Just after implementation in 2007, 23 citations were issued in Petaluma, CA. In 2008, the number of citations almost doubled to 41, and then decreased to 16 in 2009. The decrease in 2009 may be attributed to a reduction in the number of large underage drinking parties.

2) In communities where social host ordinances have been enacted, law enforcement officers report that the law is a useful tool in addressing underage drinking parties.

- *Source: Evalcorp, 2009a and 2009b.* (2009a is an issue brief summarizing the findings of an evaluation of SHOs in three jurisdictions in Ventura County, California. The 2009b document summarizes findings from two additional CA communities.)
 - Three out of four officers report that the laws are effective in addressing underage drinking parties.

3) The vast majority of citations for violations of social host ordinances are issued for first offenses.

- *Source: Evalcorp, 2009a and 2013.* (These are issue briefs summarizing the findings of an evaluation of SHOs in three jurisdictions in Ventura County, California.)
 - Only 3-5% were repeat offenders, suggesting that a first citation may deter future hosting of underage drinking parties.

4) Passage of a social host ordinance results in fewer calls for service for law enforcement, over time.

- *Source: Petaluma, CA. Unpublished data.*
 - Petaluma had 9.3% fewer calls for service related to disturbances from the year prior to passage (2006) to the second year after passage (2009) of a SHO.

- *Source: San Diego, CA. ARCHS Institute, 2009.*
 - San Diego County had 8% fewer disturbance calls from the year preceding passage (2002) to the year following passage (2003) of a SHO.

5) Communities with social host ordinances have fewer large underage drinking parties.

- *Source: Wagoner, Sparks, Francisco, Wyrick, Nichols, & Wolfson, (2013).*
 - This was a 64 community study across 5 states: FL, NY, CA, MO, CT.
Youth (ages 14-20) in communities with a SHO were less likely to have attended a drinking event with 10 or more peers on their last drinking occasion, compared to youth in communities without a SHO (OR=0.83; p<.05).

6) Underage drinkers in communities with strong social host ordinances were less likely to drink at parties compared to underage drinkers from communities without SHOs.

- *Source: Paschall, Lipperman-Kreda, Grube, and Thomas, 2014.*
 - Fifty California cities were assessed for social host laws. The laws were rated based on comprehensiveness and strictness. Stronger laws applied to underage drinkers and/or parties and had a civil component (either civil only or combined civil and criminal), while laws containing a knowledge requirement weakened the law. Stronger SHOs were associated with less frequent alcohol use at parties for past year underage drinkers.

References

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Evalcorp (2009a). *Ventura county social host ordinance impact evaluation:*

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Relationships Between Social Host Laws and Underage Drinking: Findings From a Study of 50 California Cities

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ABSTRACT. Objective: Many states and local communities have enacted social host (SH) laws to reduce underage drinking in private settings. However, little is known about whether such laws are effective. This study examined relationships between city SH laws and underage drinking in general and at parties in private settings. Method: SH policy data were collected for 50 California cities in 2009, and SH policies were rated for comprehensiveness and stringency. Annual telephone interviews were conducted with a cohort of 1,483 adolescents (ages 13–16 at Wave 1) from 2009 to 2011 to assess past-year alcohol use, heavy drinking, and drinking at parties. Multilevel analyses were first conducted for the total sample to examine relationships between SH laws and adolescents' past-year drinking, with other city and individual characteristics controlled for. Parallel analyses were then conducted

for a subsample of 667 youth who had reported any past-year drinking. Results: SH policy ratings were unrelated to any of the past-year drinking outcomes for the total sample of adolescents. However, among past-year drinkers, a stronger SH policy was inversely related to drinking at parties ($\beta = -.06, p < .05$) but was unrelated to past-year alcohol use and heavy drinking in general. There were no moderating effects of SH policy on change in adolescents' past-year drinking over the 3-year period. Conclusions: Local SH policies that include strict liability and civil penalties that are imposed administratively may be associated with less frequent underage drinking in private settings, particularly among adolescents who have already initiated alcohol use. (*J. Stud. Alcohol Drugs*, 75, 901–907, 2014)

HAZARDOUS DRINKING AND alcohol-related problems such as drinking and driving remain prevalent among adolescents in the United States. The 2012 Monitoring the Future Survey indicated that 11% of 8th graders, 27.6% of 10th graders, and 41.5% of 12th graders had consumed at least one alcoholic drink in the past 30 days, whereas prevalence rates for heavy episodic drinking (≥ 5 consecutive drinks) in the past 2 weeks were 5.1%, 15.6%, and 23.7% among youth in these three grades, respectively (Johnston et al., 2013). The 2012 Monitoring the Future Survey also indicated that 57.5% of 8th graders, 78.2% of 10th graders, and 90.6% of 12th graders thought that alcoholic beverages would be “fairly easy” or “very easy” to get. The majority of adolescents obtain alcohol from social sources, notably from friends older than 21 and at parties (Paschall et al., 2007; Pemberton et al., 2008).

A growing number of states and communities are enacting social host (SH) laws to prevent or reduce underage drinking in private settings. There are two types of SH laws. Laws prohibiting hosting of underage parties involve statu-

tory prohibitions enforced by state or local governments, generally through criminal proceedings, that can lead to sanctions such as fines or imprisonment. Host party laws often are closely linked to laws prohibiting the furnishing of alcohol to minors, although laws that prohibit the hosting of underage drinking parties may apply without regard to who furnishes the alcohol. Second, SH civil liability laws, which are at the state level only, involve actions by a private party seeking monetary damages for injuries that result from permitting underage drinking on the host's premises.

SH laws of both types may be effective strategies for reducing underage drinking and related problems such as drinking and driving (Pacific Institute for Research and Evaluation/Office of Juvenile Justice and Delinquency Prevention [PIRE/OJJDP], 2011). However, research on the effectiveness of either type of SH laws is very limited (Hingson and White, 2014; Wagoner et al., 2012). One study examined effects of state SH civil liability laws on alcohol-related motor vehicle fatalities among 18- to 20-year-olds from 1975 to 2005 (Dills, 2010). Results indicated a 9% reduction in alcohol-related traffic fatalities that was attributable to the presence of SH laws. This study also examined effects of state SH laws on self-reported alcohol use, heavy episodic drinking, and drinking and driving among 18- to 20-year-olds who participated in the Behavioral Risk Factor Surveillance Survey from 1984 to 2004. Results indicated modest, nonsignificant reductions in alcohol use and heavy episodic drinking. However, a significant reduction in the frequency of self-reported drinking and driving was observed in states

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with SH laws, compared to those without such laws, when overall trends were controlled for.

Less evidence for the effectiveness of SH policies was found in a recent cross-sectional study (Wagoner et al., 2013). The presence of local or state SH policies (prohibitions against hosting underage drinking parties) was unrelated to drinking at home or in someone else's home on the last drinking occasion, heavy drinking, or drinking consequences among adolescents. However, youth living in communities where SH ordinances had been in effect longer were less likely to report drinking with large groups of peers.

Limited evidence for effects of either type of SH laws on alcohol use and heavy episodic drinking may be attributable to the lack of specificity regarding drinking settings, as both types of SH laws pertain to private settings where underage youth may obtain and consume alcohol. In addition, the available studies have examined only effects of the presence of SH laws, regardless of the content of the law, which varies considerably across states and communities (Fell et al., 2008).

In states such as California where no comprehensive, statewide hosting-prohibition law exists, some counties and cities have enacted such laws, often in response to a tragic event related to underage drinking in a private setting. As part of a study on local alcohol policies related to underage drinking, Thomas et al. (2012) obtained information on the presence or absence and the content of hosting-prohibition laws in 50 California cities. Of the 50 cities, 24 had an SH law in 2009. SH laws in the 24 cities were rated for comprehensiveness and stringency, based on recommended best practices for local alcohol-control policies and a model SH ordinance. The findings indicate that the most effective SH laws (a) apply specifically to underage drinkers, (b) require civil adjudication with a swift administrative penalty, and (c) do not require prior knowledge (i.e., if it happens on your property, you are responsible regardless of specific knowledge of underage drinking; PIRE/OJJDP, 2011; Ventura County Behavioral Health Department, 2005).

Variation in SH laws across the 50 cities and interview data collected from adolescents as part of the 50-city study allow for an assessment of associations between the strength of SH laws and underage drinking in general and in private settings. We hypothesized that adolescents living in cities with stronger SH laws would report less frequent drinking at parties than youth living in cities where SH laws were absent or relatively weak. We also hypothesized that SH law ratings would not be as strongly associated with drinking in general as with drinking at parties. Based on findings of two recent studies with data from the 50 cities (Paschall et al., 2012, 2014), we also took into account other city and individual characteristics that may act as confounders, including adult drinking, bar density, enforcement of underage drinking laws, and demographic characteristics.

Method

Study sample and survey methods

Sample of cities. Beginning with a list of all 138 California cities with populations between 50,000 and 500,000, a purposive geographic sample of 50 noncontiguous cities was drawn to maximize representativeness with regard to the geography and ecology of the state. The sampled cities tended, on average, to have slightly smaller populations (106,588 vs. 108,000), somewhat less ethnic diversity (e.g., 64% vs. 59% White), smaller household sizes (2.82 vs. 2.93 persons), and lower median household incomes (\$50,000 vs. \$52,000) than unsampled cities on the list. Of importance, however, none of these differences was statistically significant, and the coverage of these measures across cities was good. Resampling using different starting seeds provided much the same results, offering further evidence regarding the robustness and representativeness of these sampled places (Gruenewald et al., 2014).

Youth sample and survey methods. This study includes adolescents who participated in at least one of three waves of an annual survey conducted in the 50 cities between 2009 and 2012. The survey targeted adolescents who were 13–16 years old in 2009 (Wave 1). Households within each city were randomly sampled from a purchased list of telephone numbers and addresses. An invitation letter describing the study was mailed to sampled households and followed by telephone contact. Interviewers obtained parental consent for the interviews, followed by assent from the youth respondents. Respondents received \$25 at Waves 1 and 2 and \$35 at Wave 3 for their participation in the study. Institutional review board approval was obtained before study implementation.

Computer-assisted telephone interviews were given in either English or Spanish at the respondent's request and lasted 30–40 minutes. Interviewers assured youth that their responses to survey questions would be kept confidential and checked to ensure that their responses could not be overheard by someone else in the household. Of 3,062 sampled households with eligible respondents, 1,543 (50.4%) participated in the first interview (Wave 1). Of these youth, 1,312 (85%) participated 1 year later in Wave 2, and 1,121 (72%) participated 2 years later in Wave 3. The current study is based on data from 1,483 youths who (a) participated in at least one wave of data collection, (b) lived in the same city across study years, and (c) provided complete data for all demographic measures. An average of 30 adolescents (range: 20–47, $SD = 5.91$) per city provided data for this study.

Youth survey measures

Alcohol use. Respondents were asked, "Have you ever had a whole drink (not just a sip or a taste) of an alcoholic beverage? A whole drink is a bottle or can of beer, malt liquor,

or flavored malt beverage, a glass of wine, a shot of liquor, or a whole mixed drink." Respondents who answered "yes" were then asked, "In the past 12 months, on how many days did you have a whole drink of an alcoholic beverage?" and "In the past 12 months, on the days when you drank alcohol, how many drinks did you typically have?" Response values for these two variables were multiplied to create a past-year alcohol quantity \times frequency (QF) measure. Alcohol QF consumption measures have been shown to have test-retest reliability and validity in clinical and nonclinical studies with adolescents (Sobell and Sobell, 2003). Respondents who indicated any past-year drinking were also asked, "In the past 12 months, on the X days when you drank, on how many of these days would you say you had five or more drinks?" They were also asked, "Thinking about the past 12 months, how many times did you drink alcoholic beverages at parties?" All past-year drinking variables were log transformed to reduce skewness.

Demographics. Youth reported their gender, age, and race/ethnicity. Race/ethnicity was treated as a dichotomous variable (non-Hispanic White vs. non-White).

City-level measures

Social host policy. Hosting-prohibition policies in the 50 cities in 2009 were identified through a review of local alcohol policy data, using city ordinances available online and interviews with city clerks. We rated each city's SH policy based on a coding system developed in previous studies of state underage drinking laws (Fell et al., 2008, 2009) and recommended best practices (PIRE/OJJDP, 2011; Ventura County Behavioral Health Department, 2005). Each city received a +1 if it had an SH ordinance or a 0 otherwise. Each element of law was assigned points for comprehensiveness/stringency or the reverse where individual provisions weakened the law. For example, +2 points were assigned if the law applied to underage persons or parties; +2 if it was a civil law only, +1 if it was a criminal law only, and +3 if it was both a civil and a criminal law; +1 if the law applied to the full range of property types (residential and outdoor property); and -1 if there was a knowledge requirement in the law. This gave each city the possibility of 7 total points.

The same approach was used to rate SH policies in 2010 and 2011. Strong correlations among the ratings for SH policy in the three study years ($r = .89-.96$) and comparisons of city SH policies from year to year indicated that there were very few changes during that time. We therefore used 2009 SH policy ratings in the current analyses. This variable was log transformed to reduce skewness.

Local enforcement activities. The level of enforcement of underage drinking laws by police departments in California cities is determined to some extent by funding from the California Alcohol Beverage Control Agency (CA ABC). Therefore, we used total funds received from the CA ABC

from 2008–2009 to 2010–2011 as a surrogate measure of enhanced enforcement activities. Fifteen of the 50 cities had received CA ABC funds in at least one of those years, ranging from \$11,500 to \$200,000 total. Compliance checks to reduce alcohol sales to underage youth are the most common type of enforcement activity using these funds, but they may also be used for other activities such as enforcement of minor-in-possession laws. Because city population size could influence level of funding, the per capita funding rate was computed. This variable was log transformed to reduce skewness.

Bar density. In a previous study with two waves of youth survey data from the 50 cities, we found that bar density was positively related to youth drinking, whereas off-premise outlet density was not (Paschall et al., 2012). Bar density may therefore represent both the physical availability of alcohol and community norms regarding alcohol use. Based on records of licensed establishments obtained from the CA ABC, we computed bar densities based on the number of bars per roadway mile. This measure is thought to be a better indicator of access to alcohol outlets than outlets per square mile (Chen et al., 2010).

Adult alcohol use. A random-digit-dial household telephone survey of 8,553 adults in the 50 cities was conducted in 2009 to assess levels of alcohol consumption and related problems (Gruenewald et al., 2014). The number of adult respondents per city ranged from 109 to 204 ($M = 171$). Respondents' ages ranged from 18 to 98 ($M = 54.6$), 57% were female, and 59% were White. The survey included a graduated frequency measure that was used to calculate the total volume and frequency of alcohol use in the past 28 days. The mean level of past-28-day alcohol use was then obtained for each city. This variable was log transformed to reduce skewness.

City demographics. Measures of city demographics were obtained from 2010 census data (Geolytics, 2010). City demographics included population density, percentage of the population younger than 18 years old, and percentage of White and Hispanic residents. A socioeconomic status factor score was derived from median family income, percentage of the population with a college education, and percentage of the population that was unemployed. These measures were significantly correlated ($r = .52-.79$, $p < .01$). Principal components analysis yielded a single factor solution, accounting for 75.1% of the variance (factor loadings range: .78-.91).

Data analysis

Attrition analyses were conducted to determine whether adolescents who participated only in the first survey differed from those who also participated in the second and third surveys with respect to demographic characteristics and alcohol use behaviors at Wave 1.

Multilevel linear regression analyses were conducted with HLM Version 7.0 software (Raudenbush et al., 2011)

TABLE 1. Descriptive statistics

Variable	% or <i>M</i> (<i>SD</i>)	Range
City level (<i>n</i> = 50)		
Social host policy rating ^a	0.40 (0.42)	0–0.90
Local enforcement of underage drinking laws ^a	0.14 (0.26)	0–1.01
Bar density	0.054 (0.04)	0–0.16
Adult alcohol use ^a	0.45 (0.16)	0.14–0.76
Population density	4,870.05 (3,347.54)	1,337.24–22,330.15
Percentage less than 18 years old	23.74 (3.21)	17.04–30.03
Socioeconomic status ^b	0.00 (1.00)	-1.73–1.71
Percentage White	79.19 (14.53)	33.54–97.95
Percentage Hispanic	34.17 (20.23)	8.20–97.43
Individual level (<i>n</i> = 1,483)		
Age, in years	14.62 (1.04)	13–16
Female	47.8%	
White non-Hispanic	57.8%	
Observation level		
Wave 1 (<i>n</i> = 1,483)		
Past-year alcohol use at parties ^a	0.09 (0.27)	0–2.00
Past-year alcohol use (QF) ^a	0.21 (0.56)	0–4.90
Past-year heavy drinking ^a	0.06 (0.22)	0–1.85
Wave 2 (<i>n</i> = 1,251)		
Past-year alcohol use at parties ^a	0.18 (0.37)	0–2.02
Past-year alcohol use (QF) ^a	0.39 (0.72)	0–4.55
Past-year heavy drinking ^a	0.12 (0.33)	0–2.16
Wave 3 (<i>n</i> = 1,061)		
Past-year alcohol use at parties ^a	0.26 (0.43)	0–2.18
Past-year alcohol use (QF) ^a	0.62 (0.87)	0–5.51
Past-year heavy drinking ^a	0.18 (0.40)	0–2.18

Notes: QF = alcohol quantity × frequency measure. ^a*M* (*SD*) of log transformed variable; ^bmeasured as a factor score derived from median household income, percentage of population with a college education, and percentage of population unemployed.

to examine associations between city-level SH policy ratings and drinking behaviors. SH policy rating and other alcohol environment indicators (enforcement of underage drinking laws, adult drinking, bar density) and city demographics were included as city-level variables in all models. Youth gender, age, and race/ethnicity were included as individual-level variables in all models. Drinking behaviors (outcomes) and a time (survey wave) variable were included at the observation level. The cross-level interaction between SH policy rating and time was examined to determine whether it was predictive of outcome slopes. The interaction term was dropped from models if it was not statistically significant. Parallel analyses were conducted for 667 youths who reported any past-year alcohol use for at least one wave of data collection (56% male, M_{age} at Wave 1 = 14.9 years, $SD = 0.95$) to determine whether effects of SH policies and other community characteristics would differ when the sample was limited to drinkers.

Results

Sample attrition

Attrition analyses indicated that the percentage of female youth did not differ significantly across the three waves (range: 47.8%–48.7%), nor did the percentage of Whites (range: 57.8%–59.2%). *T* test results indicated that Wave

1 mean levels of past-year drinking at parties, past-year alcohol use, and heavy drinking were similar among youth who did and did not participate in Wave 2. Mean levels of past-year drinking at parties and past-year alcohol use were significantly higher among youth who did not participate in Wave 3—drinking at parties: $t(628.78) = 2.74, p = .006$; past-year alcohol use: $t(644.14) = 2.61, p = .009$. Mean levels of past-year heavy drinking were similar among youth who did and did not participate in Wave 3.

Descriptive statistics

Descriptive statistics for study variables are provided in Table 1. The mean SH policy rating was 2.84 ($SD = 3.06$, range: 0–7); as noted previously, this variable and others were log transformed for analyses to reduce skewness. Prevalence rates for past-year youth alcohol use were 20.2% at Wave 1, 32.0% at Wave 2, and 44.5% at Wave 3. Prevalence rates for heavy drinking were 8.2% at Wave 1, 14.6% at Wave 2, and 22.7% at Wave 3. Prevalence rates for drinking at parties were 15% at Wave 1, 25% at Wave 2, and 37% at Wave 3.

Social host policy and past-year drinking

Results of multilevel analyses examining associations between SH policy ratings and alcohol use behaviors are

TABLE 2. Results of multilevel analyses for total adolescent sample, β (SE)

Predictors	Alcohol use at parties	Past-year alcohol use (QF)	Past-year heavy drinking
City level (<i>n</i> = 50)			
Social host policy	-.03 (.02)	-.01 (.03)	-.01 (.01)
Local enforcement of underage drinking laws	-.03 (.02)	-.07 (.04)	-.01 (.02)
Bar density	.54 (.21)*	1.07 (.59)	.41 (.24)
Adult alcohol use	.00 (.10)	.13 (.18)	.13 (.06)*
Population density	-.03 (.01)**	-.06 (.02)**	-.01 (.01)
Percentage less than 18 years old	-.03 (.01)*	-.05 (.02)*	-.01 (.01)
Socioeconomic status	.02 (.01)	.02 (.02)	.01 (.01)
Percentage White	-.00 (.01)	-.01 (.02)	.00 (.01)
Percentage Hispanic	.05 (.01)**	.09 (.03)**	.03 (.01)*
Individual level (<i>n</i> = 1,483)			
Age	.09 (.01)**	.19 (.01)**	.06 (.01)**
Female	-.04 (.01)**	-.10 (.03)**	-.10 (.01)**
White	-.00 (.00)	-.00 (.00)	-.00 (.00)
Observation level (<i>n</i> = 4,449)			
Survey year	.09 (.01)**	.21 (.01)**	.07 (.01)**

Notes: QF = alcohol quantity \times frequency measure.

* $p < .05$; ** $p < .01$.

reported in Table 2. No associations were found between SH policy rating and any of the three past-year drinking outcomes. In addition, no cross-level interactions were found between time and SH policy rating on any of the alcohol use behaviors. Of the other alcohol environmental indicators, bar density was positively related to drinking at parties, whereas adult drinking was positively related to past-year heavy drinking. Being older and being male were consistently associated with greater heavy drinking, greater alcohol use in general, and drinking at parties, whereas ethnicity was not related to any of the past-year drinking outcomes.

We further examined these associations among the 667 youth who reported past-year alcohol use for at least one wave of data collection (Table 3). A statistically significant inverse association was found between SH policy rating and youth past-year alcohol use at parties, indicating that a stronger SH policy was associated with less frequent alcohol use at parties among drinkers. To help with interpretability, we also ran the model using Poisson (zero-inflated) regression with the original (unlogged) variables. Results indicated a modest, although significant, 3% lower incidence of drinking at parties with each unit increase in the SH policy rating (event rate ratio [95% CI] = 0.97 [0.95, 0.99], $p = .03$). This represents a 20% lower incidence of drinking at parties among adolescents in cities with the highest SH policy rating compared to those in cities with no SH law. No association was observed between SH policy rating and overall past-year alcohol use or heavy drinking. No cross-level interactions were found between time and SH policy rating on any of the alcohol use behaviors. Of the other alcohol environment indicators, adult alcohol use was positively related to overall past-year alcohol use. Associations between youth demographic characteristics and past-year drinking variables were similar to those observed for the total sample.

To investigate the possibility that SH policies had a greater effect for older than for younger adolescents, we conducted additional analyses that included the interactions between age and the SH policy rating, for both the total sample and drinkers only. These analyses indicated that age did not significantly moderate the relationships between SH policy and any of the outcomes.

Discussion

Many states and local communities have enacted hosting-prohibition laws to reduce hazardous drinking by underage youth in private settings. This study is one of the first to examine whether local hosting-prohibition policies are associated with adolescent alcohol use and heavy drinking in general and at parties that are typically in private settings. Results suggest that stronger SH policies are associated with less frequent drinking at parties among adolescents who have already initiated alcohol use. SH policies, however, were unrelated to drinking at parties among all adolescents, including those who have not already initiated alcohol use. The general measures of past-year alcohol use and heavy drinking were unrelated to SH policy ratings for both the total sample of adolescents and the subsample of drinkers. Thus, SH policies may be most relevant and effective for deterring alcohol use in private settings for adolescents who have already begun to drink.

Our findings also provide some support for the validity of our SH policy ratings. The fact that we found a significant association between SH policy ratings and drinking at parties among alcohol-initiated adolescents suggests that SH policies are effective in a meaningful subset of those situations for which they were designed. To address more broadly the harms that result from underage drinking at

TABLE 3. Results of multilevel analyses for adolescent drinkers, β (SE)

Predictors	Alcohol use at parties	Past-year alcohol use (QF)	Past-year heavy drinking
City level ($n = 50$)			
Social host policy rating	-.06 (.03)*	-.05 (.05)	-.03 (.03)
Local enforcement of underage drinking laws	.04 (.04)	-.06 (.08)	.05 (.05)
Bar density	.54 (.34)	.44 (.95)	.44 (.70)
Adult alcohol use	.03 (.10)	.61 (.27)*	.36 (.19)
Population density	-.01 (.01)	.00 (.03)	.03 (.02)
Percentage less than 18 years old	-.01 (.02)	.05 (.03)	.04 (.02)
Socioeconomic status	.03 (.01)	-.01 (.03)	.02 (.02)
Percentage White	.02 (.02)	-.01 (.03)	.02 (.01)
Percentage Hispanic	.04 (.02)	.00 (.04)	-.02 (.03)
Individual level ($n = 667$)			
Age	.12 (.01)**	.16 (.02)**	.11 (.02)**
Female	-.05 (.03)*	-.18 (.04)**	-.17 (.03)**
White	-.05 (.03)	-.06 (.05)	-.02 (.04)
Observation level ($n = 2,001$)			
Survey year	.12 (.01)**	.24 (.02)**	.13 (.02)**

Notes: QF = alcohol quantity \times frequency measure.
* $p < .05$; ** $p < .01$.

parties to the drinkers themselves as well as others, a larger range of underage drinking policies is needed. For example, policymakers and researchers may want to consider the two major types of SH laws that can be implemented. The first is the type of SH policy investigated here, which establishes government-imposed liability against individuals (social hosts) responsible for underage drinking events on property they own, lease, or otherwise control. These laws can be implemented at both the state and local levels. The second type involves an action by a private party seeking monetary damages for injuries that result from permitting underage drinking on the host's premises. Only state legislatures or state courts (as opposed to city and county governments) have the authority to impose this form of civil liability. These different approaches to SH liability may have different implications for preventing underage drinking and drinking problems.

The effectiveness of SH laws in preventing or reducing underage drinking will depend not only on the content of the laws but also on public awareness and enforcement of SH laws, neither of which was examined in this study. Public awareness of SH laws may be enhanced through a variety of media channels, including written or electronic messages from schools, public service announcements, and news coverage of related enforcement activities. Enforcement of SH laws will most likely occur when there is strong support from the city government and appropriate training of law enforcement officers, who may be accustomed to using party-dispersal operations that do not focus on the party hosts when underage drinking is involved. In addition, resources to support SH law enforcement operations may be limited. Thus, some communities have adopted response cost-recovery ordinances (which are, often, a component of

hosting underage drinking party ordinances, although they are sometimes separate ordinances), where fines are imposed on party hosts to cover the costs of enforcement operations and emergency medical services.

Findings of this study should be considered in light of several limitations. We cannot make causal inferences because this study examined only the association between SH laws and youth drinking. Adolescents in our sample may not be representative of all adolescents in the 50 California cities, and sample attrition may have affected our results in unknown ways. In addition, California cities in our sample may not be typical of other cities in the United States in terms of demographic makeup, as many California cities have ethnically diverse populations with a relatively high percentage of non-White or Hispanic residents. Therefore, findings of this study may not generalize beyond the study sample. Responses to survey questions were subject to recall and social desirability biases, which may have led to underreporting of alcohol use, although measures were taken to ensure privacy of telephone interviews and truthful responses to survey questions. We also recognize the difficulty of interpreting analysis results, given that many of the variables were log transformed before analyses. In addition, we did not directly measure the level of enforcement of SH policies by local law enforcement agencies; a high level of enforcement may enhance their effectiveness.

Additional research is needed to determine whether findings of this study can be replicated in other settings. Ideally, studies with controlled or natural experimental designs are needed to determine whether SH laws are effective (Wagoner et al., 2012). Future research should also examine the level of enforcement of SH laws, which may vary considerably across communities. Without adequate enforcement, support

from the public and city officials, and parental awareness, SH laws may be less effective. Research is also needed to better understand the mechanisms through which SH policies may affect youth drinking, such as alcohol availability from social sources, perceived acceptability of alcohol use, and perceived enforcement of underage drinking laws. In addition, future research should examine effects of SH policies on adverse consequences of adolescent alcohol use in private settings, such as drinking and driving.

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SOCIAL HOST ORDINANCE

A link to the "Reality Party"

video: <https://www.youtube.com/watch?v=yO7TLZGh204&feature=youtu.be>

ORDINANCE NO. 2015 - __

AN ORDINANCE PROHIBITING A HOST, AS DEFINED IN THE ORDINANCE, FROM KNOWINGLY PERMITTING A GATHERING ON ANY PREMISES WHERE A MINOR IS IN POSSESSION, CONSUMES, OR IS UNDER THE INFLUENCE OF AN ALCOHOLIC BEVERAGE.

WHEREAS, the Board of County Commissioners is empowered pursuant to Section 31-714, Idaho Code, to pass all ordinances and rules and make all regulations, not repugnant to law, necessary for carrying into effect or discharging the powers and duties conferred by the laws of the state of Idaho, and such as are necessary or proper to provide for the safety, promote the health and prosperity, improve the morals, peace and good order, comfort and convenience of the county and the inhabitants thereof, and for the protection of property therein; and

WHEREAS, alcohol usage by minors poses a serious threat to the health, safety, and welfare of our community; and

WHEREAS, alcohol usage by minors is prohibited by Idaho law; and

WHEREAS, the Board of County Commissioners finds that minors are often provided alcohol at gatherings hosted by adults on private property; and

WHEREAS, the parents of minors who attend these gatherings are often unaware that alcohol is being served to their children; and

WHEREAS, the Board of County Commissioners finds that the consumption of alcohol by minors at these gatherings is harmful to the minors, and to the neighborhoods and communities where such parties are held; and

WHEREAS, parties, large gatherings, and events on private property where minors are consuming alcohol threaten the peace, health, safety, and general welfare of the public; and

WHEREAS, a law that prohibits these gatherings may result in a decrease in the abuse of alcohol by minors, as well as physical altercations and injuries, vandalism, and noise disturbances, thereby improving overall public safety.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF BLAINE COUNTY, IDAHO:

Section 1: A new Chapter 5 of Title 4 of the Blaine County Code shall be added that reads as follows,

CHAPTER 5
SOCIAL HOST ORDINANCE

SECTION:

4-5-1: DEFINITIONS

4-5-2: HOSTING GATHERING WHERE MINORS CONSUME, POSSESS, OR ARE UNDER THE INFLUENCE OF AN ALCOHOLIC BEVERAGE UNLAWFUL

4-5-3: PENALTIES

4-5-1: DEFINITIONS: For purposes of this section, the following terms shall be defined as follows:

A. ALCOHOLIC BEVERAGE: Any beverage containing alcohol, including liquor, spirits, beer, and/or wine.

B. GATHERING: An assembly of five (5) or more persons for a social occasion or activity.

C. HOST: The owner or person(s) in charge of, or in control of, the premises; the person(s) authorizing the use of the premises or the person(s) organizing or hosting a gathering at the premises; and/or the act of being in charge or control of, authorizing the use of, and/or hosting a gathering at the premises.

D. MINOR: A person under the age of twenty-one (21) years.

E. PREMISES: Any private or public property, structure, or enclosure, including, but not limited to, a home, apartment, condominium, dwelling unit, meeting room, hotel room and/or hall, and/or the yard and/or curtilage thereof, whether such property is owned, rented, leased, or otherwise occupied.

F. KNOWINGLY: For purposes of this section means having knowledge that is sufficient to warrant further inquiry or inspection.

4-5-2: PROHIBITION: It shall be unlawful for any host to knowingly permit a gathering on any premises where a minor is in possession, consumes, or is under the influence of an alcoholic beverage.

4-5-3: PENALTIES: A first or second violation of this Chapter shall be an infraction, which is punishable by a fine of one hundred dollars (\$100), and for which no period of incarceration may be imposed. A third violation of this Chapter shall be a misdemeanor, punishable by such fine and/or imprisonment as set forth in Blaine County Code Section 1-4-1.

In addition to such penalty, any person violating this Chapter shall be subject to any and all other applicable, administrative, criminal, and/or civil penalties applicable under Idaho law.

Section 2: This ordinance shall be effective immediately upon its passage and publication.

Regularly passed, approved and adopted by the Board of County Commissioners of Blaine County, Idaho, this _____ day of _____, 2015.

BOARD OF COUNTY COMMISSIONERS
OF BLAINE COUNTY, IDAHO

(seal)

Jacob Greenberg, Chairman

Angenie McCleary, Vice-Chair

ATTEST:

JoLynn Drage, Clerk

Lawrence Schoen, Commissioner

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AGENDA ITEM SUMMARY

DATE: 2-09-2015 **DEPARTMENT:** CDD **DEPT. HEAD SIGNATURE:** LH

SUBJECT: Zoning Ordinance Amendment—City initiated text amendment to the Zoning Ordinance 532 to amend Article 5, the District Use Matrix, and Article 7, Supplementary Location and Bulk Requirements, Section 7.1.10 which addresses the keeping and raising of chickens

AUTHORITY: IAR _____ City Ordinance/Code Zoning Ordinance No. 532
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Procedural History

- Planning and Zoning Public Hearing: November 10, 2014
- City Council Public Hearing: December 15, 2014

Summary

In spring of 2010, the City of Hailey adopted Ordinance 1055 to allow for Urban Agriculture within City Limits. This ordinance permitted the keeping of three laying hens and community gardens in certain zones throughout Hailey. Since that time, the community has embraced chicken keeping and the City of Hailey has not cited any individuals for violations to this ordinance. In response to requests from the public, the definition of Urban Agriculture was expanded in late 2013 to include Beekeeping and the production of honey as an allowed use in the zones where Urban Agriculture is permitted. In the last two years, the public has made numerous requests for expanding the definition of Urban Agriculture to increase the number of chickens allowed and to permit certain livestock, such as goats and geese, not currently allowed. By far, the most common request is to increase the maximum number of chickens allowed, which is currently three laying hens. Staff noted these comments from the public and requested a discussion with the Hailey City Council to determine whether changes should be made to the Zoning Ordinance in regards to Urban Agriculture.

On July 7, 2014, the Hailey City Council held a discussion on amending the standards and restrictions for Urban Agriculture within the City of Hailey. Staff presented several of the questions received from the public over the last 24 months regarding the keeping of chickens, goats, geese, fowl, and other types of urban agriculture. Staff presented options ranging from making no changes to the ordinance to allowing all types urban agriculture requested by the public. After deliberation amongst the Council and input from the public who were present at the meeting, the City Council directed Staff to amend the ordinance to allow for more chickens in more zones and to limit the Urban Agriculture definition to the existing uses. The proposed ordinance reflects this direction from the City Council.

The Council conducted a public hearing on this matter on December 15, 2014. During deliberation, it was suggested that the number of permitted chickens be increased from the current maximum of six (6). Numbers of chickens between eight (8) and ten (10) were discussed. The Council directed staff to revise the Ordinance to allow eight (8) mature chickens. Ordinance 532 reflects this change. A second reading was conducted on January 20, 2015, with no comment and no discussion.

Planning and Zoning Commission Recommendation

On November 10, the Planning and Zoning Commission held a public hearing and considered the amendment. After hearing several comments from the public and considering all the information presented, the Commission voted unanimously to recommend approval of the amendment to the Hailey City Council.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

None

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Conduct public hearing and considered 3rd reading of Ordinance No. _____

ACTION OF THE CITY COUNCIL:

Date : _____
City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record *Additional/Exceptional Originals to:

Copies (all info.): _____ Copies (AIS only)
Instrument # _____

HAILEY ORDINANCE NO. 1169

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING HAILEY'S ZONING ORDINANCE, ORDINANCE NO. 532, BY AMENDING SECTION 7.1.10, TO ALLOW UP TO EIGHT HENS ON PROPERTY AND BY AMENDING SECTION 5.4 TO PERMIT URBAN AGRICULTURE OTHER THAN CHICKENS ON LOTS FOR SINGLE FAMILY DWELLINGS IN THE RECREATIONAL GREEN BELT (RGB) NEIGHBORHOOD BUSINESS (NB), BUSINESS (B), LIGHT INDUSTRIAL (LI), TECHNOLOGICAL (TI) AND SERVICE COMMERCIAL INDUSTRIAL (SCI) DISTRICTS AND TO ALLOW CHICKENS IN LIMITED RESIDENTIAL (LR-1 AND LR-2) AND GENERAL RESIDENTIAL (GR) DISTRICTS; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Hailey City Council has found that the following amendment to the Hailey Zoning Ordinance conform to the Hailey Comprehensive Plan;

WHEREAS, essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services;

WHEREAS, the uses are compatible with the surrounding area; and

WHEREAS, the amendment will promote the public health, safety and general welfare.

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

Section 1. Section 7.1.10 of the Hailey Zoning Ordinance No. 532, is hereby amended by the addition of the underlined language and the deletion of the stricken language, as follows:

7.1.10 Chicken Coops. ~~Lots with Single Family Dwellings are allowed up to three (3) hens (roosters are prohibited), for Urban Agriculture purposes only, provided the following Chicken Coop requirements are met:~~

A. Raising Chickens Allowed.

1. The keeping and raising of chickens for Urban Agricultural Purposes is allowed on all lots with single family dwellings, as permitted in Section 5.4, provided all standards and conditions of this subsection are met.

B. Limit and Type.

1. No more than eight (8) mature laying hens are allowed on any property at any time.
2. Roosters are prohibited.

C.-A. Chicken Coops. A predator-resistant Chicken Coop ~~is~~ shall be provided which and shall include, but is not limited to:

1. A roof or cover that fully encloses the coop.
2. Construction made of sturdy and durable materials that prohibit predator access.
3. A door or opening to the coop that can be secured shut.

D.-B. Siting Requirements for Keeping Chickens.

1. Any Chicken Coop shall be located in the rear yard only and is subject to the setback requirement for the zoning district in which the lot is located.
- 2.-C. The Chicken Coop or the property must be fenced in some manner that the hens are confined to the boundaries of the property.
- 3.-D. Chicken Coops shall be detached and separated from the Principle Building, or any Accessory Structure, by a minimum of one (1) inch (1”).

Section 2. Portions of the District Use Matrix found in Section 5.4 of the Hailey Zoning Ordinance No. 532 are hereby amended by addition of the underlined language and by deletion of the stricken language, as follows:

Section 5.4 District Use Matrix

Category	Description (Excerpt)	Districts & Corridors													
		RGB	LR-1	LR-2	GR	NB	LB	TN	B	LI	TI	A	SCI-SO	SCI-T	
AGRICULTURAL USES															
Agriculture	Horses, a maximum of two (2) horses per acre on lots of one (1) acre minimum size	N	C	C	C	N	N	N	N	N	N	N	N	N	N
	Urban Agriculture (other than chickens)	NP	P	P	P	N-P	P	P	N <u>P</u>	N <u>P</u>	N-P	N	N-P	N-P	
	Urban Agriculture (chickens only)	<u>N</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>

Section 3. Severability Clause. Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

Section 4. Repealer Clause. All City of Hailey ordinances or parts thereof, which are in conflict herewith, are hereby repealed.

Section 5. Effective Date. This ordinance shall be in full force and effect from and after the required three (3) readings, approval, and publication according to law.

PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL AND APPROVED BY THE MAYOR THIS ____ DAY OF _____, 2015.

Fritz X. Haemmerle, Mayor, City of Hailey

Attest:

Mary Cone, City Clerk

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AGENDA ITEM SUMMARY

DATE: 1/20/2015

DEPARTMENT: Legal

DEPT. HEAD SIGNATURE: _____

SUBJECT:

Park Ordinance Amendment

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

In early 2012, we passed an ordinance which prohibited smoking and drinking at Jimmy's Garden and the Skate Park. If I recall correctly, the initial draft of the ordinance also prohibited possession of tobacco at these parks. We decided that we should narrow the prohibition to allow possession of tobacco at these parks by adults, but not by minors. I was asked recently to review language for a sign at the Grind Park and discovered that the park ordinance only prohibited possession of tobacco by minors at Jimmy's Garden and the Skate Park. The proposed ordinance would prohibit possession of tobacco by minors at all City Parks, including the Grind Park.

On December 15, 2014, we discussed an amendment to our park ordinance under New Business. At that time, I was directed to include a provision prohibiting electronic cigarettes. I have added language which prohibits the possession and use of both tobacco products and electronic cigarettes in the proposed ordinance. The definition of electronic cigarettes is patterned after state law.

If you have any questions, please contact me. Thank you.

Ned

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____
Comments: _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)
____ City Attorney ____ Clerk / Finance Director ____ Engineer ____ Building
____ Library ____ Planning ____ Fire Dept. _____
____ Safety Committee ____ P & Z Commission ____ Police _____
____ Streets ____ Public Works, Parks ____ Mayor _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Conduct a public hearing and discuss the proposed ordinance. If acceptable, make a motion to approve Ordinance No. ___ and authorize the mayor to conduct the first reading and to read by title only.

*1/20 - Council approved ord. No. 1171 - Mayor conducted 1st reading by title only.
2/9 - 2nd reading*

HAILEY ORDINANCE NO. 1171

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, BY AMENDING SECTION 12.12.010 OF THE HAILEY MUNICIPAL CODE TO ADD THE DEFINITION OF ELECTRONIC CIGARETTE; AMENDING SECTION 12.12.060 OF THE HAILEY MUNICIPAL CODE TO PROHIBIT POSSESSION OF TOBACCO PRODUCTS OR ELECTRONIC CIGARETTES BY A MINOR AT A CITY PARK; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Mayor and the City Council of the City of Hailey have adopted Chapter 12.12 of the Hailey Municipal Code to regulate the use of City Parks and Trails; and

WHEREAS, in order to promote the health, safety and welfare of minors at parks frequently used by minors, the Mayor and the City Council of the City of Hailey desire to prohibit smoking, chewing and ingestion of tobacco product or an electronic cigarette by a minor at a City Park.

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

Section 1. Section 12.12.010 of the Hailey Municipal Code is hereby amended by the addition of the definition in alphabetical order, as follows:

“Electronic cigarette” shall mean any device that can provide an inhaled dose of nicotine by delivering a vaporized solution. Electronic cigarette includes the components of an electronic cigarette including, but not limited to, liquid nicotine.

Section 2. Section 12.12.060 of the Hailey Municipal Code is amended by the deletion of the stricken language and the addition of the underlined language, as follows:

12.12.060. Permitted and Prohibited Uses of City Parks and Public Pathways.

A. Except as otherwise provided, City Parks and Trails shall only be used by pedestrians, equestrians, bicycle riders, cross-country skiers and snowshoers, and for all other non-motorized recreational uses. Licensed motorized vehicles are permitted on designated roadways and parking areas within City Parks.

B. Except as otherwise provided, motorized vehicles, including without limitation, automobiles, motorcycles, trail bikes, mopeds, motorized bicycles and motorized scooters, shall not be permitted on City Parks and Trails. Motorized vehicles are permitted for construction of improvements or maintenance of the City Parks and Trails.

C. Smoking, chewing or ingestion of a Tobacco Product or an Electronic Cigarette by any person, regardless of age, and the consumption or possession of any Liquor, Beer or Wine by any person, regardless of age, at the Skate Park Facility or Jimmy’s Garden is prohibited. Pos-

session of a Tobacco Product or an Electronic Cigarette by a minor at the ~~Skate Park Facility or Jimmy's Garden~~ a City Park is prohibited.

Section 3. Severability Clause. If any section, paragraph, sentence or provision hereof or the application thereof to any particular circumstances shall ever be held invalid or unenforceable, such holding shall not affect the remainder hereof, which shall continue in full force and effect and applicable to all circumstances to which it may validly apply.

Section 4. Repealer Clause. All Ordinances or Resolutions or parts thereof in conflict herewith are hereby repealed and rescinded.

Section 5. Effective Date. This Ordinance shall be in full force and effect after its passage, approval and publication according to law.

**PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL AND APPROVED
BY THE MAYOR THIS ___ DAY OF _____ 2015.**

Fritz X. Haemmerle, Mayor

Attest:

Mary Cone, City Clerk

Publish: Idaho Mountain Express _____, 2015

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

Statistics Report	Current Month	Last Year 2013	% change	Notes
Patron visits	5575	6090	-8.46	Holiday closures impact all circulation stats. (3 days this year)
Circulation checkout	5336	5665	-5.81	
Circulation checkin	5804	6116	-5.10	
Total new patrons	47	44	6.82	
Computer Users	899	1101	-18.35	
Total Patrons	4977	4987	-0.20	
Items added	382	192	98.96	More videos were purchased this year to meet patron demand.
Items deleted	88	525	-83.24	
Ebook circulation	180	113	59.29	More patrons have electronic devices for downloads.
Email contacts	2720	2343	16.09	
Website hits	1423	1054	35.01	
TumbleBooks	68	163	-58.28	
Mallory website hits	9588	2191	337.61	Tony Taylor research
Facebook 'Likes'	276	226	22.12	
Money Collected				
Book Fines	\$458.50	\$477.45		
Debt Collections Fees	10.00	20.00		
Lost Books	153.16	102.74		
Paid Memberships	245.29	426.89		
Printing charges	322.25	170.57		
Over/Under	-1.54	-4.18		
Lost card replacement	2.00	4.00		
Total Income	\$1,189.66	\$1,197.47		

Programs:

- Kathleen Cameron-Connecting with Owls-2nd time here, she showed her wonderful documentary that took her 10 years to film. Great turnout, including some families and Poo Wright Pulliam, an avid, local birdwatcher. (24 attendees)
- David Skinner, US Forest Service-wonderful talk on Falconry, also attended by families, but primarily more birdwatchers and 4 local Master Naturalists from the WRV. (37 attendees)

- Ted Stout, Educator with the Craters of the Moon, presented “The Great Rift Expedition Documentary” currently being shown on Idaho Public TV’s Outdoor Idaho and National Geographic. (27 attendees), including the four other hikers who accompanied Ted Stout on the week long trek last April through the molten lava.
- Rosa Garcia-St. Luke’s WR Outreach-Citizenship class-4 part series(24 total)
- Make-it-space-Knitting, crocheting, felting- (12 total)
- Taul Paul--a classically trained guitarist and teacher, the theme was Holiday Music-(14 attendees)
- Three TnT programs—22 total
- Girl Scouts created beautiful snowflakes at the library to decorate for the Frozen event—14 kids and 6 adults
- A homeschool group attended the library for a tour and craft—10 kids and 3 adults
- Four story time programs were held with a total of 50 kids and 30 adults. Themes included snowmen, snowflakes and Santa.
- A Frozen party was held with 62 in attendance! Crafts, activities and treats were offered. Special thanks to Mitzi Mecham for music and Robin Crotty for donated rice krispie treats snowpops. Decorations provided by the Barkin’ Basement.

ICfL:

- The annual report template was sent out to the directors. The deadline for completion is January 30, 2015.

City:

- All three layers of library management have completed the required ICS emergency training. In the coming months, the Tech Team will also complete at least the first level so that they will be equipped to help with the Recovers site.
- An extra holiday, the day after Christmas, was given to employees this year and was greatly appreciated. The library was open on Saturday so that patrons would not have to wait five days for services.

Staff:

- I continue to meet on weekly rotation with each team—programs, tech, and management. I also have a round table once a month with all available employees. On the rare occurrence that there is a fifth Friday, it is dedicated to employee training.
- Nancy Gurney and Amanda St. John took on online webinar for the new OCLC/ILL software that we will be implementing.

Technology:

- Another copy of Photoshop Elements was purchased to accommodate multiple users. This is especially helpful now that we are creating our own newsletter.
- Mike Holst has created a new website theme. It looks very nice.

LYNX:

- Due to all of the travel associated with the BSU course, I decided not to travel again during the same week to the Director's meeting which was held in Meridian. It was set up for me to participate remotely but I was not able to hear the discussion adequately. Lesson learned—face to face is better.
- The holiday calendar for 2015 has been submitted so that circulation will coincide with the closures. No items will be due on the dates we are closed.
- Mark Rose resigned as Director of the Nampa Public Library. Claire Connley has been appointed as the Interim Director.

Development:

- I attended the last class of the BSU Leadership Development Certification Program and completed the course. It was a fantastic course and I plan on sending Amanda St. John next. She will begin in February. I very much appreciate the opportunity to attend. Thanks to the Friends for covering tuition costs.

Building:

- A plumber was called to service the men's restroom.
- A joint on the bathroom stall in the men's restroom was also discovered to be broken. It will be repaired by the city.
- We are continuing to look at options to fix the front doors of the library to accommodate the keyless entry system.

LeAnn Gelskey
Director
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**HAILEY PUBLIC LIBRARY
ANNUAL REPORT
FISCAL YEAR ENDING SEPTEMBER 2014**

	Current Year FY13/14	Previous Year FY12/13	Percentage Difference
Registered Users	3,309	3,528	-6.21
Non Resident Borrowers	559	494	13.16
Total Circulation Transactions (not including ebooks)	73,243	77,146	-5.06
Collection Figures:			
Print Materials	43,316	41,549	4.25
Audio Materials	2,464	2,127	15.84
Video Materials	2,096	1,783	17.55
Ebooks	2,197	1,449	51.62
Total Items Added	3,389	3,701	-8.43
Total Items Deleted	2,624	1,208	117.22
Total Operating Expenditures	\$488,941	\$457,983	
Unexpended Balance	\$3,650	\$290	
Patron Visits	82,192	85,728	-4.12
Computer Users	14,072	13,126	7.21
Children's Program Attendance	1,350	1,605	-15.89
Young Adult	636	585	8.72
Adult	1,698	974	74.33
Total Attendance @ Programs	3,684	3,164	16.43
# of Children's Programs	39	72	-45.83
# of Teen Programs	74	67	10.45
# of Adult Programs	58	30	93.33
Interlibrary Loan Transactions	552	783	-29.50
Total Volunteer Hours	698.9		

Key Points:

- Registered users and total circulation transactions are down but nonresident cards are up. This could be attributed to the Senior Nonresident card that is now offered. Many patrons from the north end of the valley have purchased cards as well since we are able to offer an outstanding ebook collection.
- Circulation of electronic materials was up by a whopping 71%!
- All collection figures are up but again, the strongest growth is in the ebook collection. This collection is often based on patron interest and demand.
- Extensive weeding was performed during the year to make more room within the shelves.
- More money was left at the end of this year than the previous year. Given the current condition of the building and with so many repair and maintenance items slated for this year, I'm sure that the gap will be much smaller for this current year.
- Patron visits are down by approximately eight people per day.
- However, computer use is up for the year.
- Children's programs and attendance was down due to the discontinuation of a Saturday Story Time program. With only three staff members working on Saturdays, it's too much of a burden to offer the program. Another option may be to offer a second Story Time during the week.
- Young adult programs and attendance is up. This is because of the popular TnT (Teen and Tween) weekly program offered on Thursday afternoons. Jeanie Johnston is the staff person assigned to this group. She is very dedicated to providing great programs to our youth.
- Adult programs and attendance is also up—way up! Diane Clark works tirelessly to offer exciting programs based on patrons interests and availability of fantastic guest speakers and demonstrators. It also doesn't hurt to have famous authors like Ridley Pearson and Dave Barry who are so willing to engage with our community.
- Interlibrary loans are down. Now that our library offers OCLC services, I expect that at some point in the near future, there will be an increase with this service.
- Whole hearted thanks to all of our great volunteers! Without them, staff would not be able to complete all of the things that volunteers are so willing and able to do. And it's a cost savings to the city of no less than \$8,388! Some of the tasks that volunteers help with are: holiday decorating, mending of materials, processing of materials, program preparation, shelving, cleaning and staff assistance. This figure does not include the hours spent by the terrific Library Board of Trustees. They aspire to support the library and staff—thank you!
- Based on the volunteer figures listed above, it would take an additional \$9,708 to hire a part time staff member. This is based on a starting pay of \$12 per hour.
- Thanks also to an incredible staff whose dedication to the library and community is overwhelming. Our patrons are so fortunate to have the professionalism and knowledge of these great people.

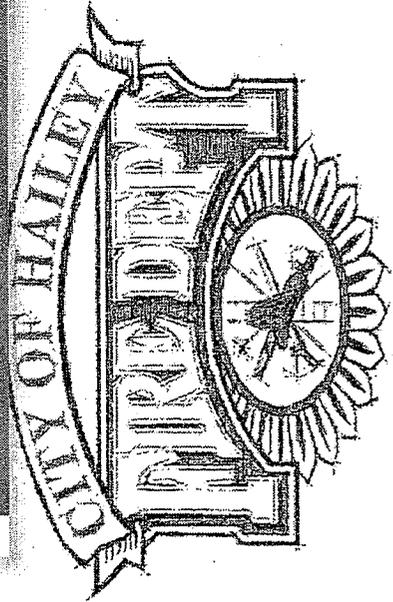
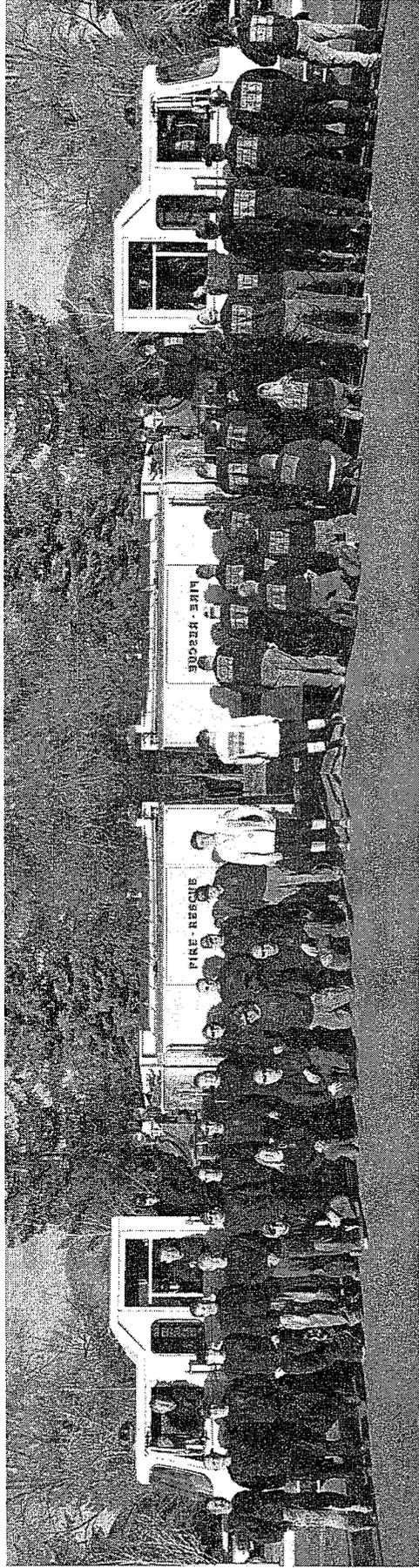
*All items listed above were discussed in length in previous reports submitted to the Board of Trustees, Mayor and City Council.

LeAnn Gelskey, Director
Hailey Public Library

Annual Report FY 13/14 page 2

[Click here to Return to Agenda](#)

Your Hailey Fire Department 2014

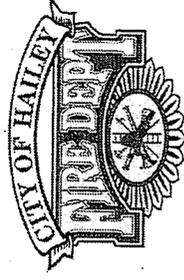


2014 Year in Review
Craig Aberbach – Fire Chief

Mission & Vision Statements

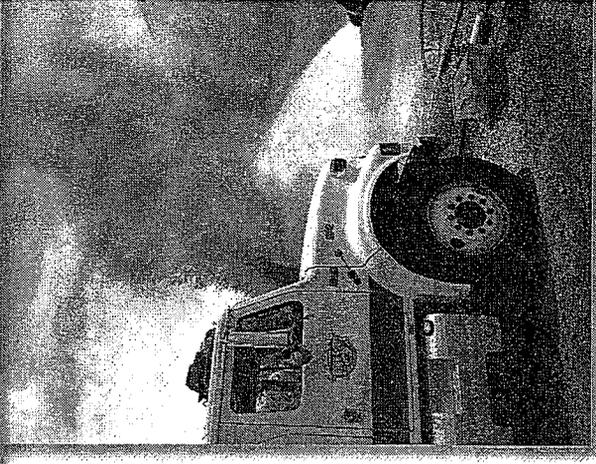
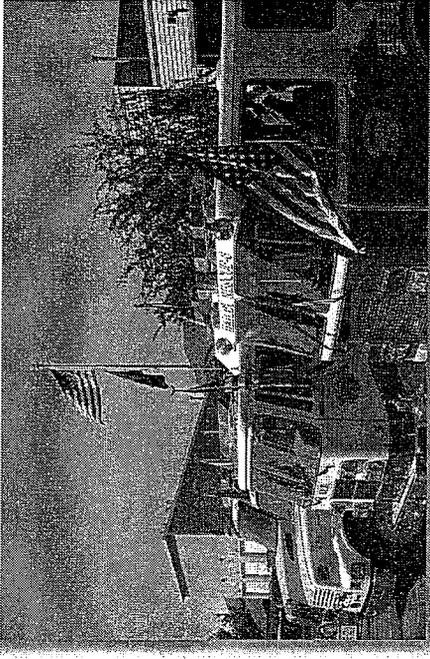
- The mission of this Department is to protect lives and property through rescue of trapped or injured persons, effective and efficient **firefighting**, and hazard mitigation; provide **Emergency Medical Services**; and to conduct appropriate **fire prevention** and **education** programs for its citizens.
- It is the vision of The Hailey Fire Department to provide unfaltering service to the citizens of this community. We will rise at any hour to help our neighbor. Let no barrier stop us from answering a cry for help. Let every member find, within themselves, the fortitude to excel at their craft to aid their brothers and sisters. Uncompromised, unwavering service with compassion. This organization shall bond together to reach this common purpose. This is our task.

This is our goal.

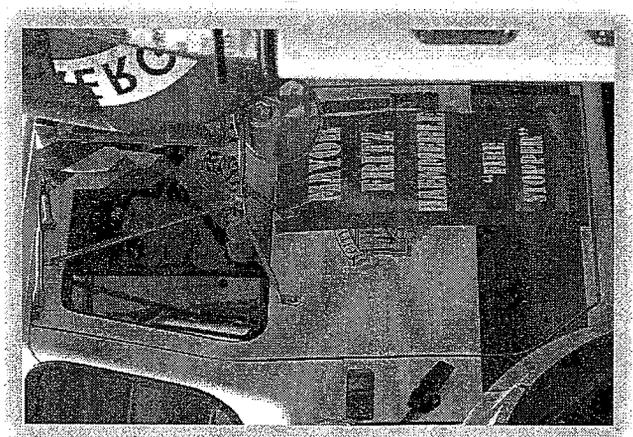
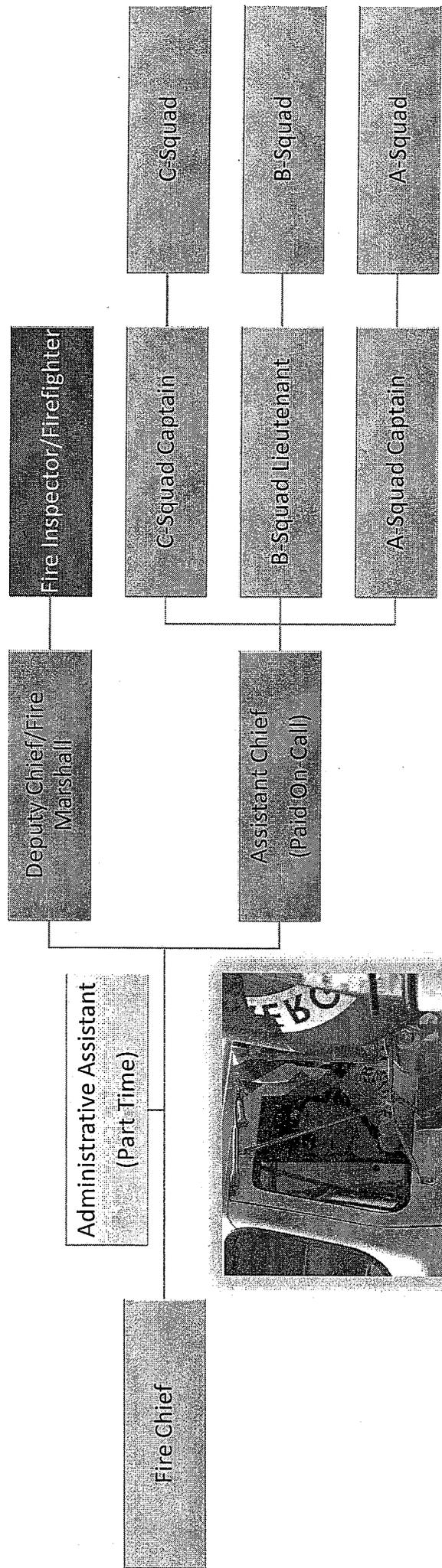


Department Demographics

- Three full time positions – all certified for emergency care
 - Fire Chief
 - Deputy Chief/Fire Marshall
 - Fire Inspector/Firefighter
- One part time Administrative Assistant
- 19 Active Volunteers
 - 5 Recruits presently enrolled in Fire Academy
- Respond to:
 - All medical calls in Hailey
 - All structure fires in Hailey, Wood River & Bellevue (auto aid agreements)
 - Any other emergency that doesn't require a gun
 - In 2014 we responded to 495 calls for service.

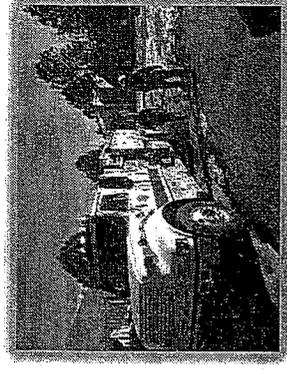


FIRE DEPARTMENT ORGANIZATIONAL CHART

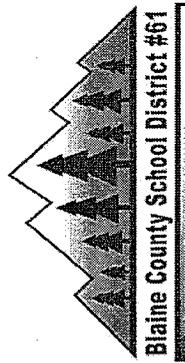
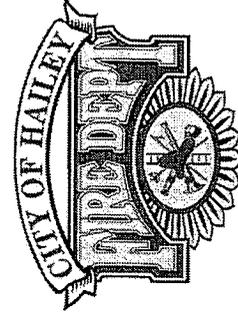
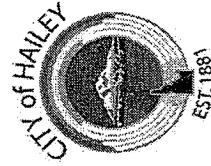
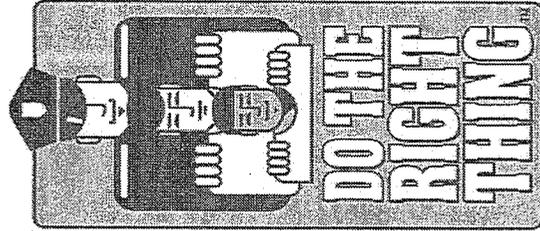


Review of Projects for 2014

- Re-established and improved auto-aid agreement with Wood River FD-Completed
- Partnering with Wood River High School in establishing a Fire Explorer Program - Completed
- Partnering with Hailey Police and Blaine County Schools in establishing a Do The Right Thing Program - Completed
- Partnering with Eastern Kentucky University with an Intern Program (for credit) - Completed
- Preparing for 2015 ISO Evaluation – On Going
- Put in service two Rescue Bikes at no cost to city - Outfitting
- Research and Apply for new grant opportunities - On Going
 - Received 3 Grants (Wildland PPE, Fire Prevention, EMS)
- Continue to support community activities - On Going

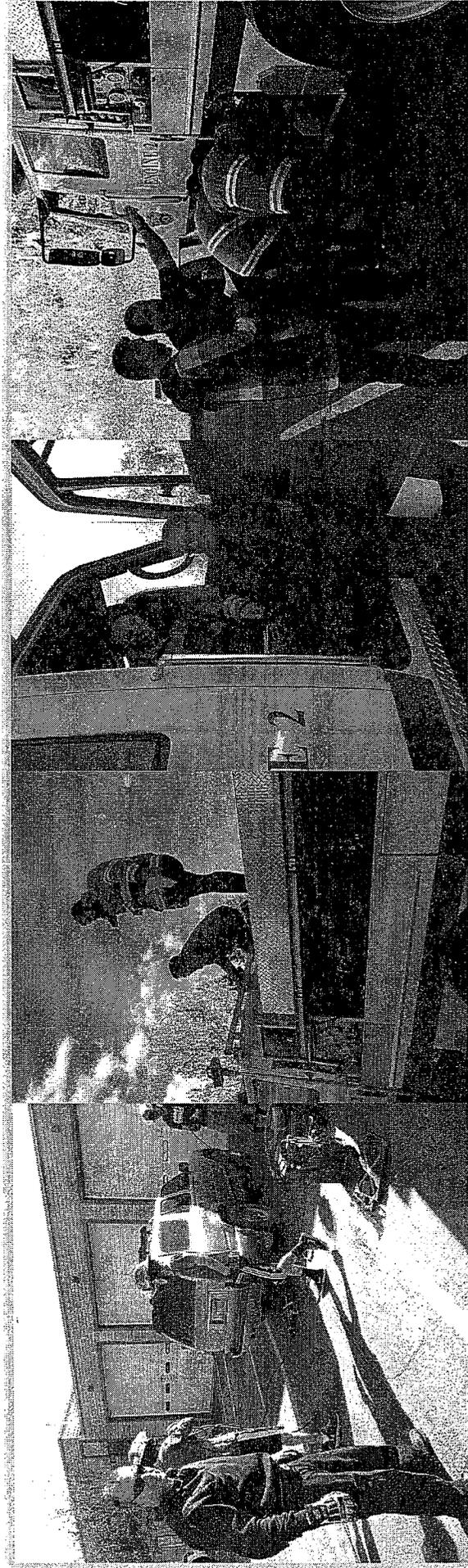


Do The Right Thing



Fire Explorer Program

- We began our program after Jan. 2014 with 4 Juniors from WRHS
 - Began with juniors so they can mentor and lead the program their senior year.
- Current School Year – we have 7 explorers which includes three of four returning and additional 4 from WRHS and other schools.



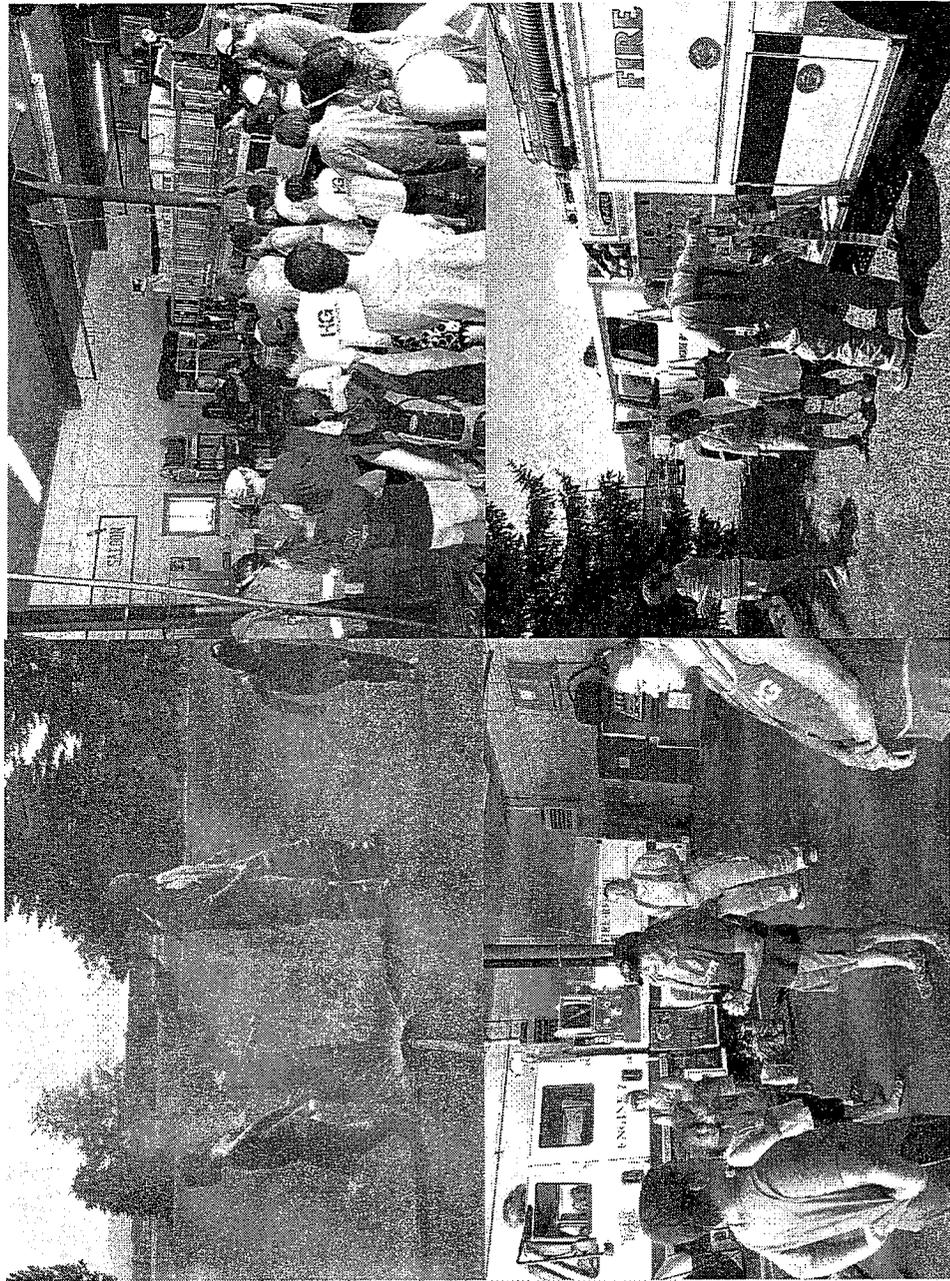
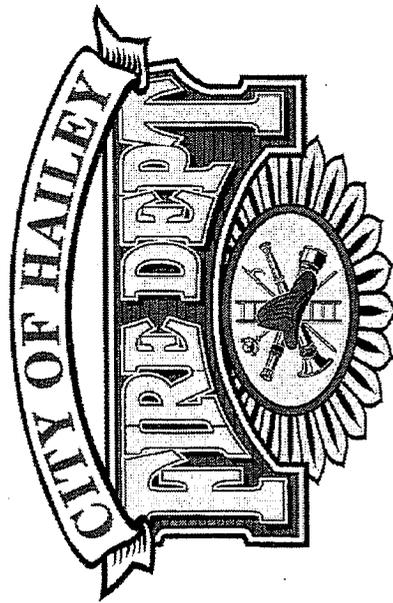
Fire Prevention in the Schools

- Hailey Preschools
 - 10 – Locations
 - 171 attendees
- Hailey Elementary
 - Kindergarten
 - 3 Classes
 - 50 Students
 - 2nd Grade
 - 2 Classes
 - 80 Students
 - 4th Grade
 - 4 Classes
 - 86 Students
- Alturas Elementary
 - Kindergarten
 - 4 Classes
 - 80 Students
 - 2nd Grade
 - 2 Classes
 - 85 Students
 - 4th Grade
 - 4 Classes
 - 68 Students

In two weeks during October 2014 we had direct contact with 620 local students during 30 presentations

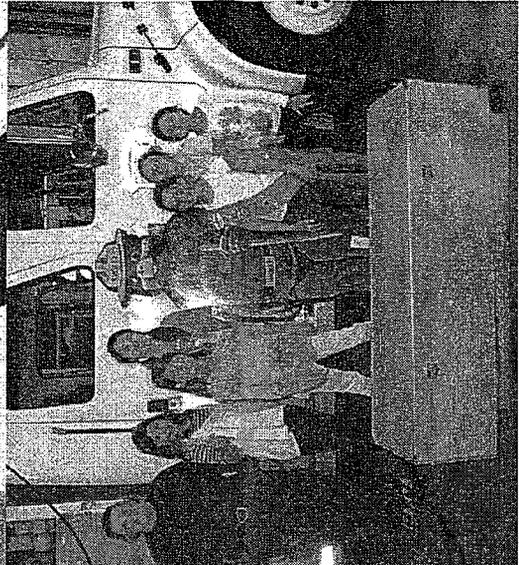
2014 Higher Ground Activities

- Field trips to fire station
- Play days at the park
- Movie premiere



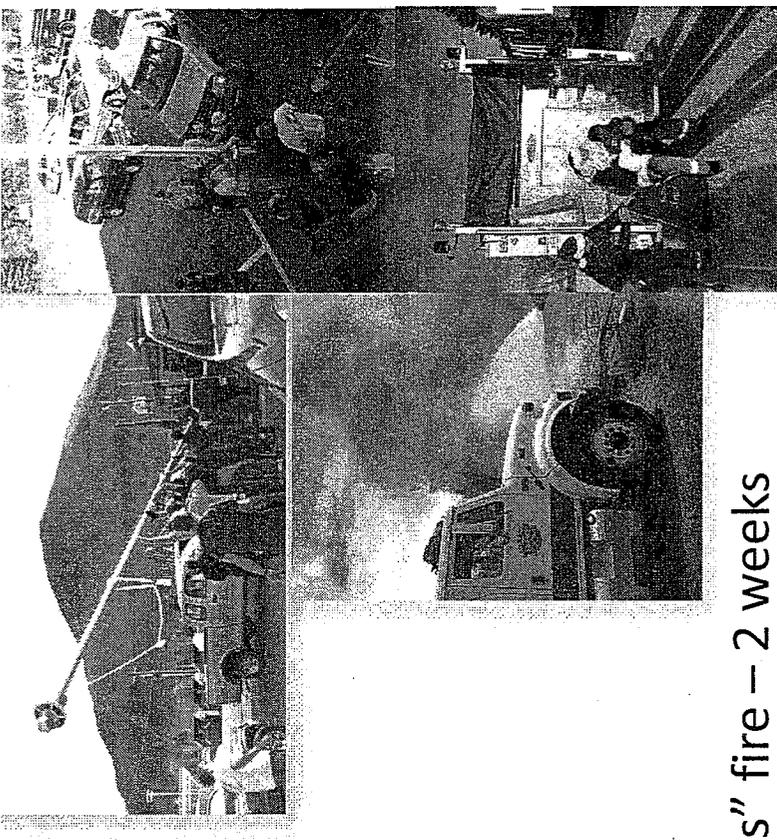
Girl Scouts & the Department

- Station Tours
- Projects
 - Smokey the Bear
 - Monument Garden

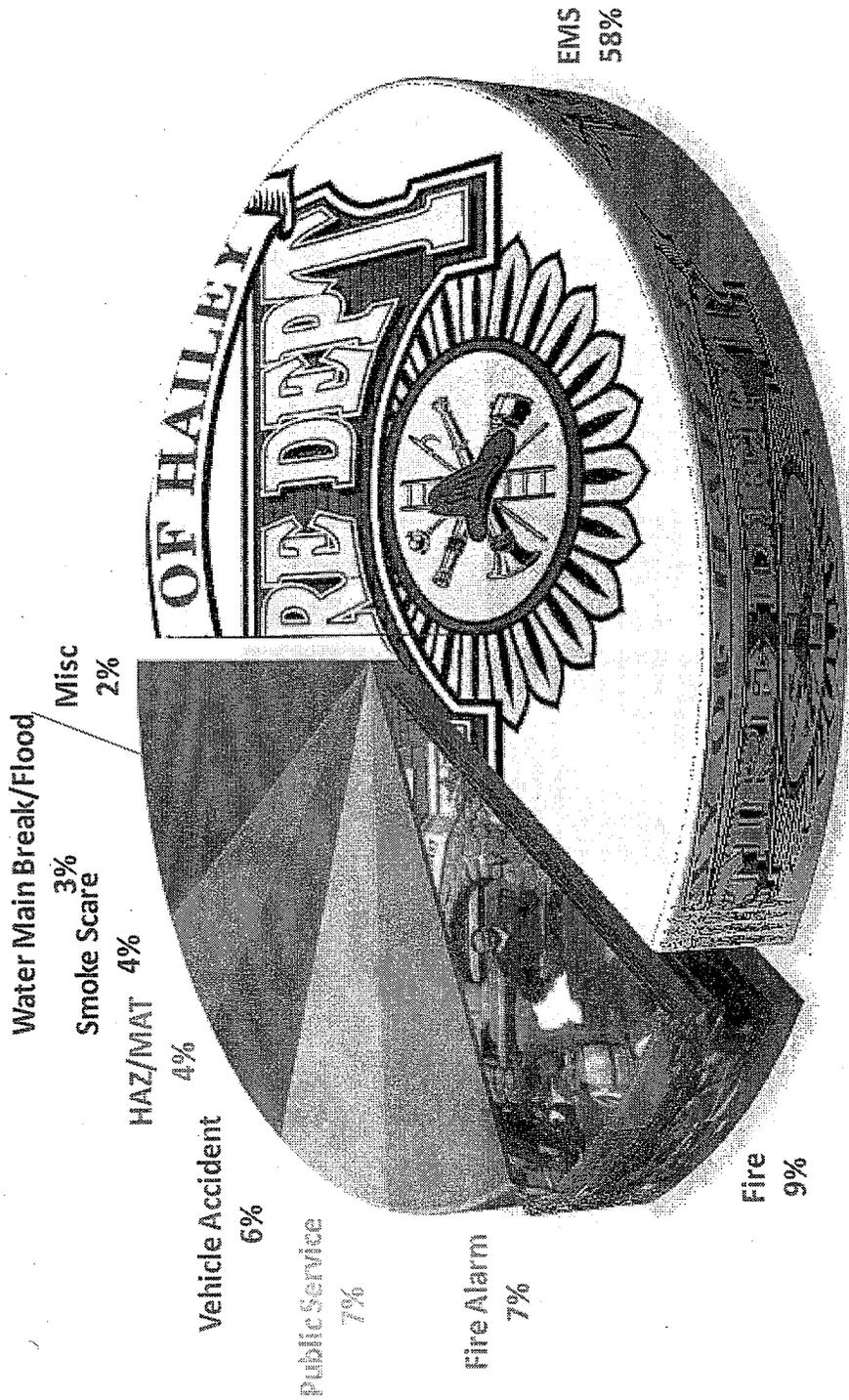


Other Department Projects

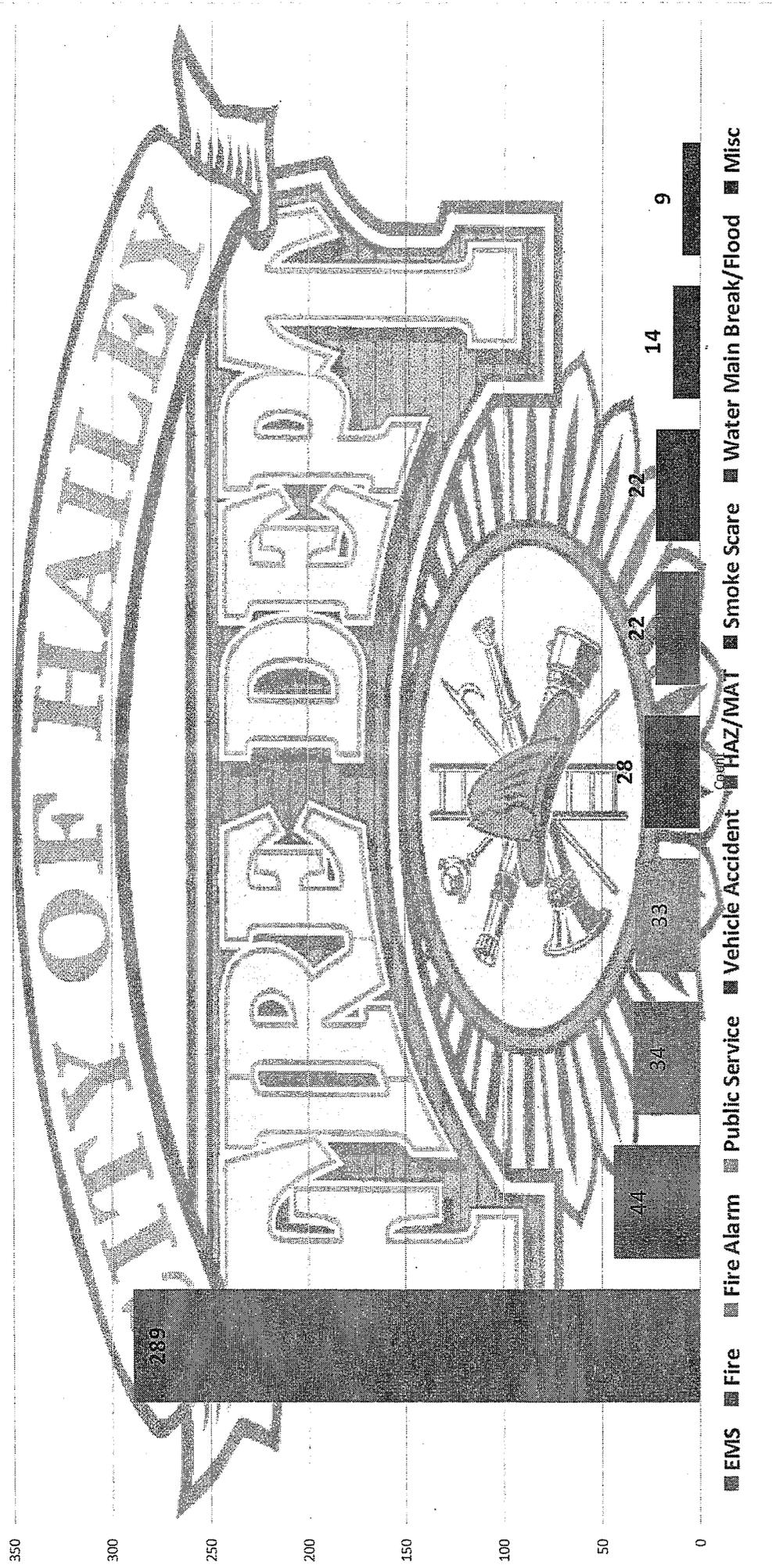
- New Flagpole
- Santa delivery
- Support the Advocates
- Fire Intern – Western Kentucky University
- Relay for Life team
- Summer Carnival
- Provide for local “fire loss” victims
- Responded to Washington State for “Upper Falls” fire – 2 weeks
- Actively working with the Blaine County School District on Emergency Management training
- Hosted two Live Fire training burns
- Department reorganization – making one FTE into a part time position.



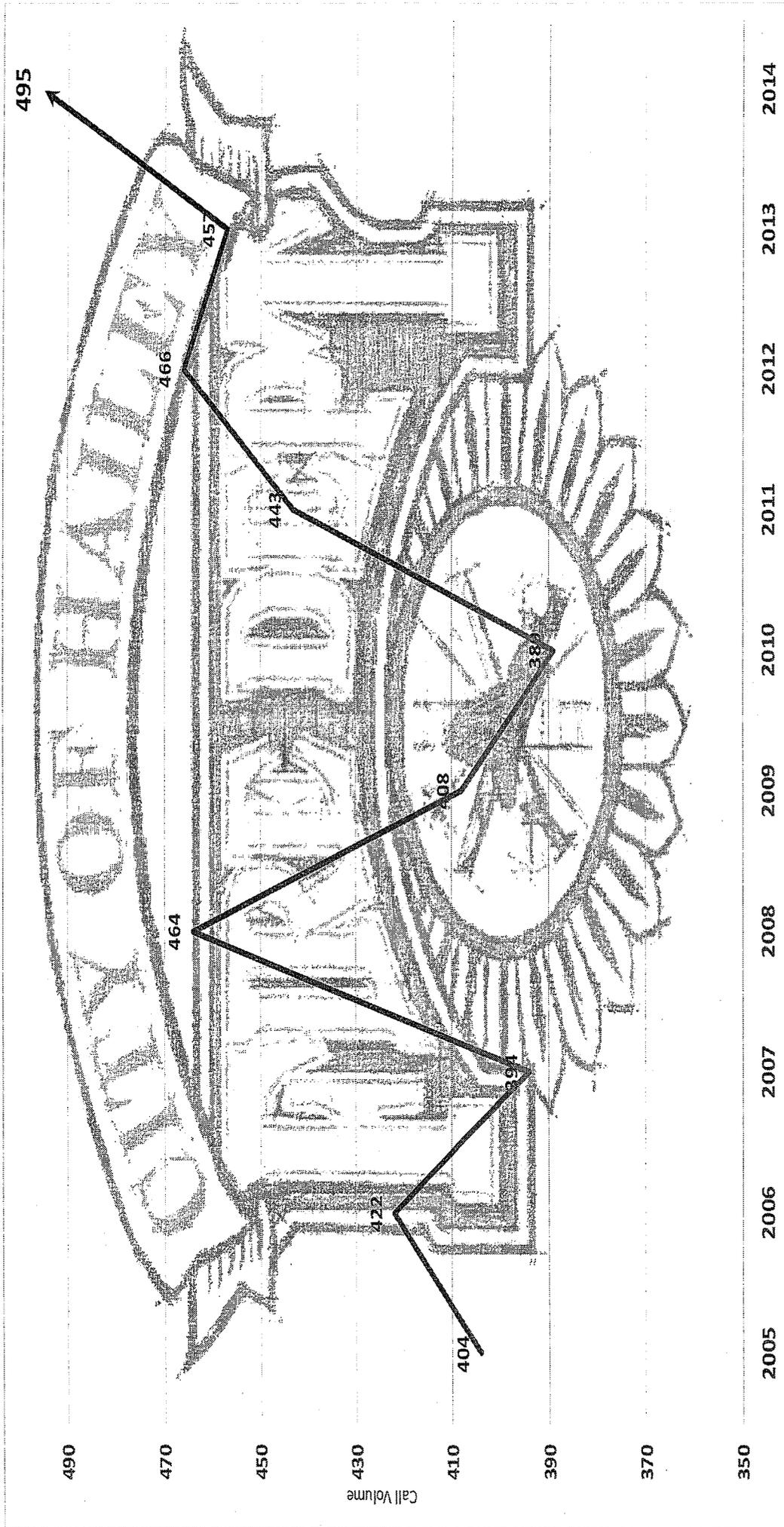
CALL ACTIVITY PERCENTAGES



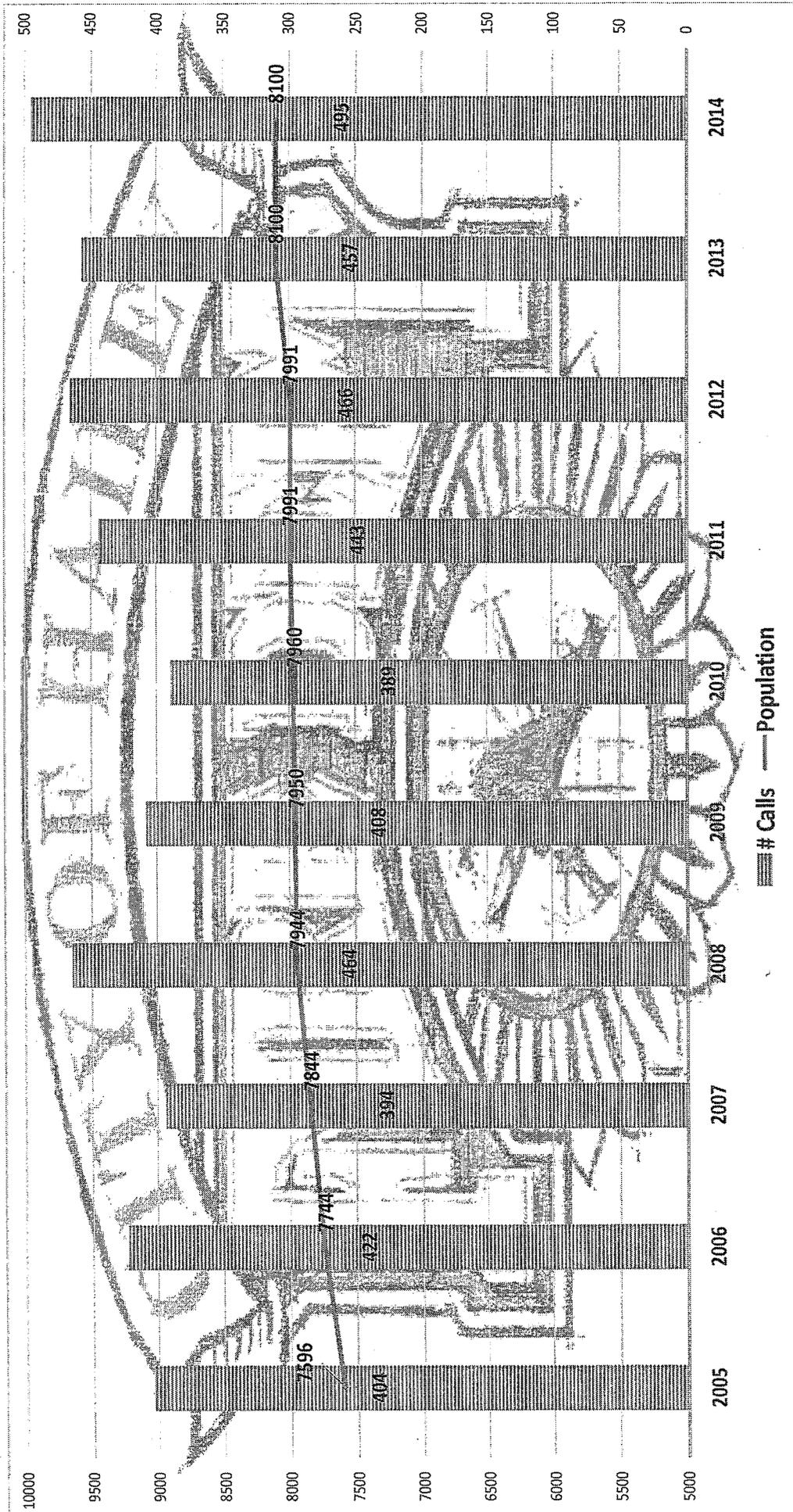
Call Activity Volume 495 Calls for Service Busiest Year on Record



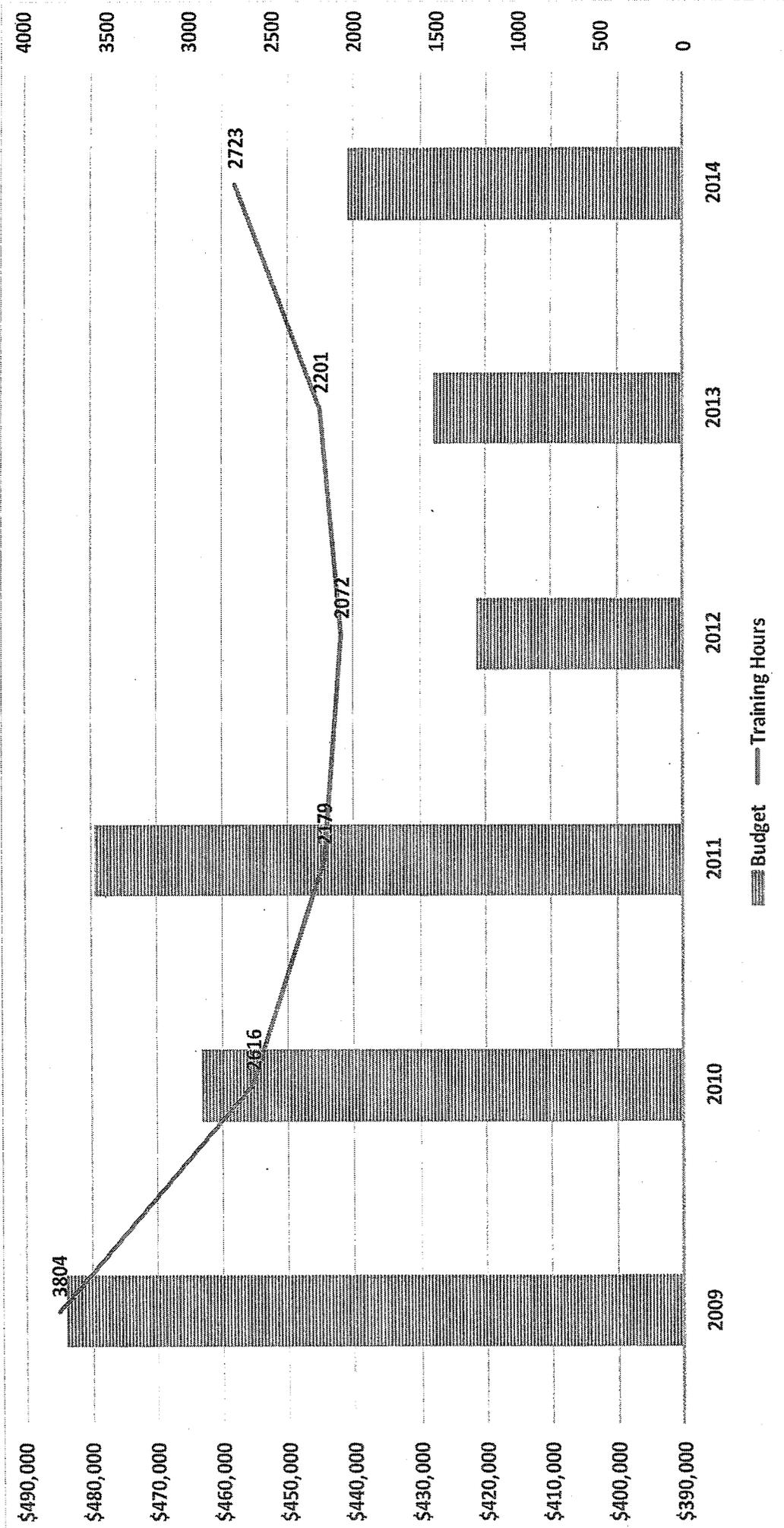
CALL VOLUME BY YEAR



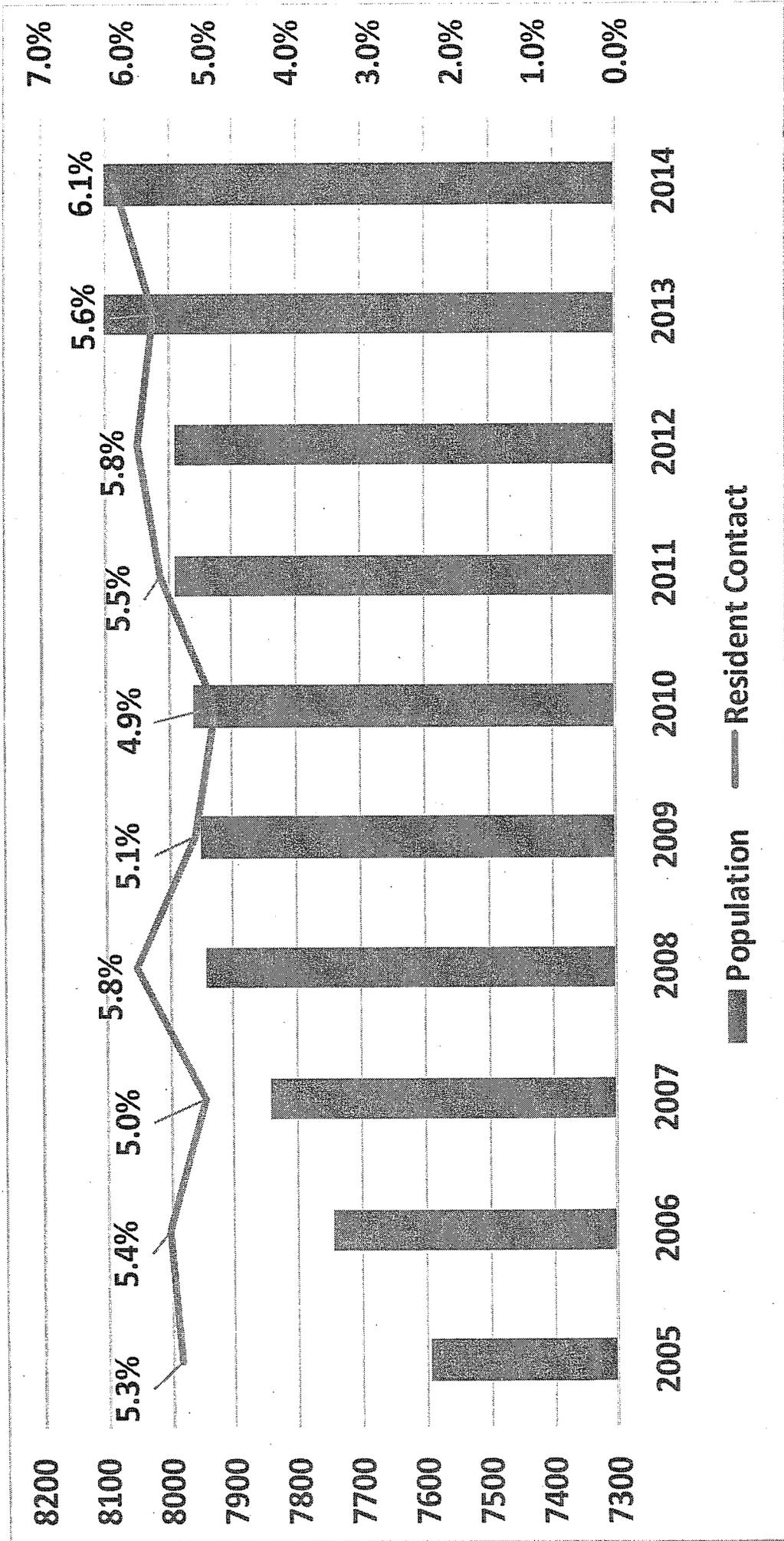
CALL VOLUME VS POPULATION



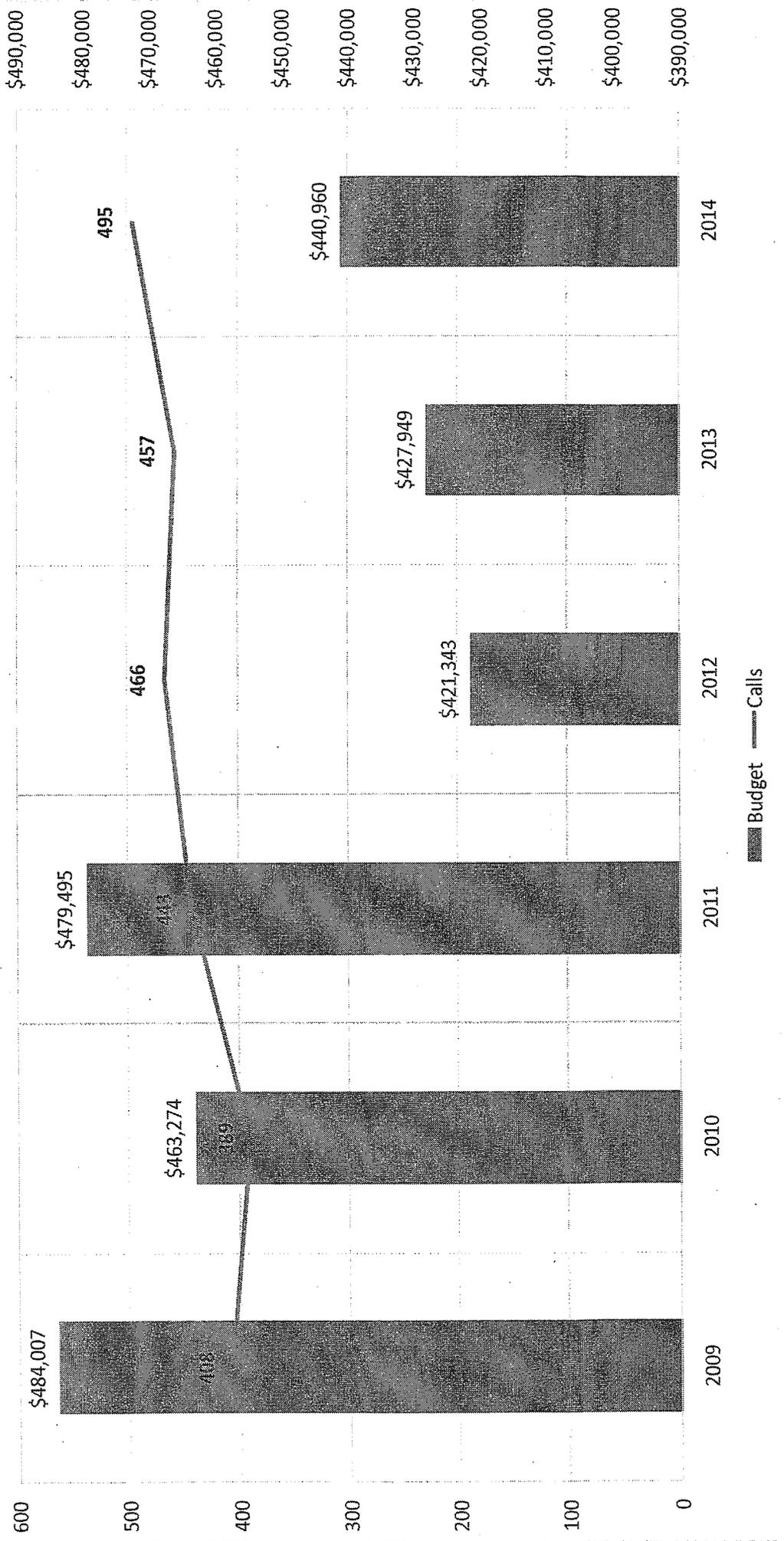
BUDGET VS TRAINING HOURS



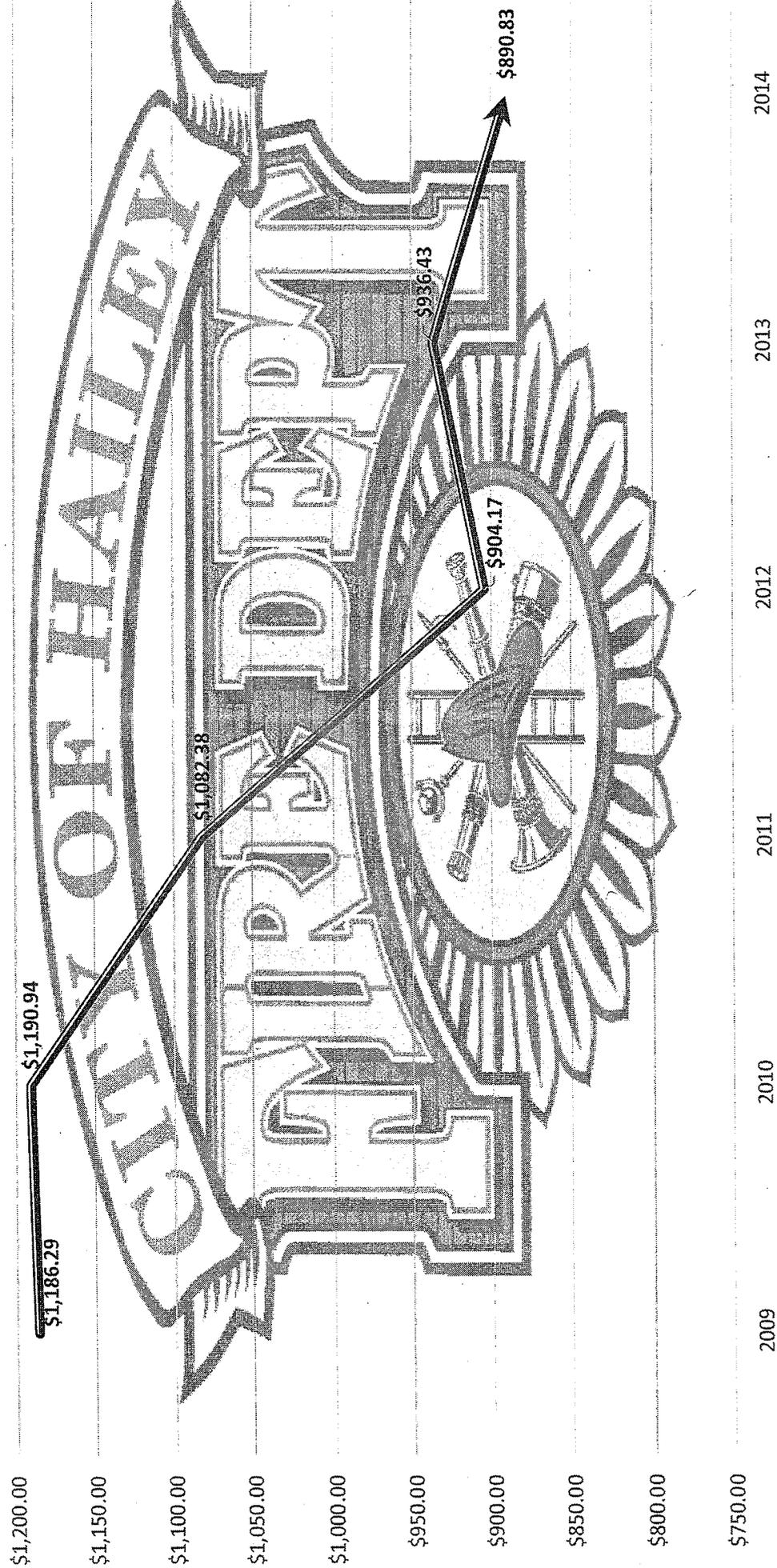
POPULATION VS RESPONSE CONTACT



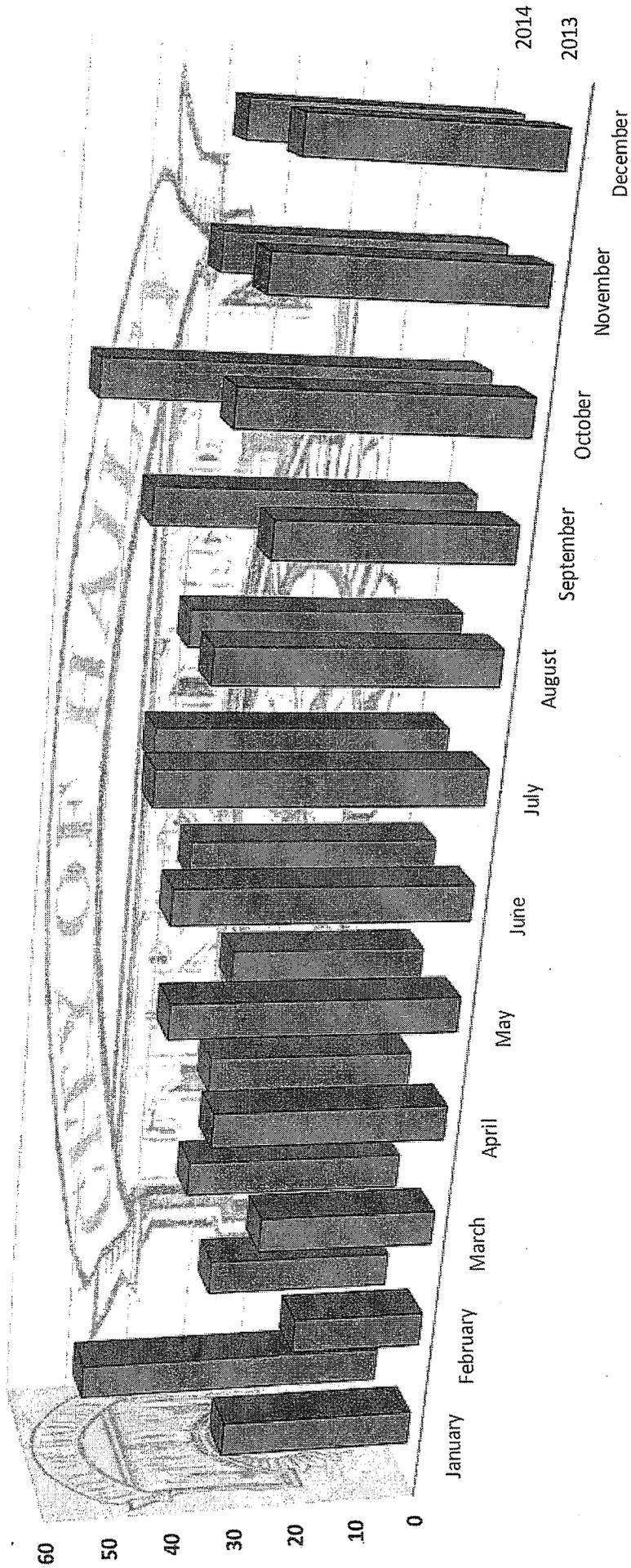
BUDGET VS CALLS



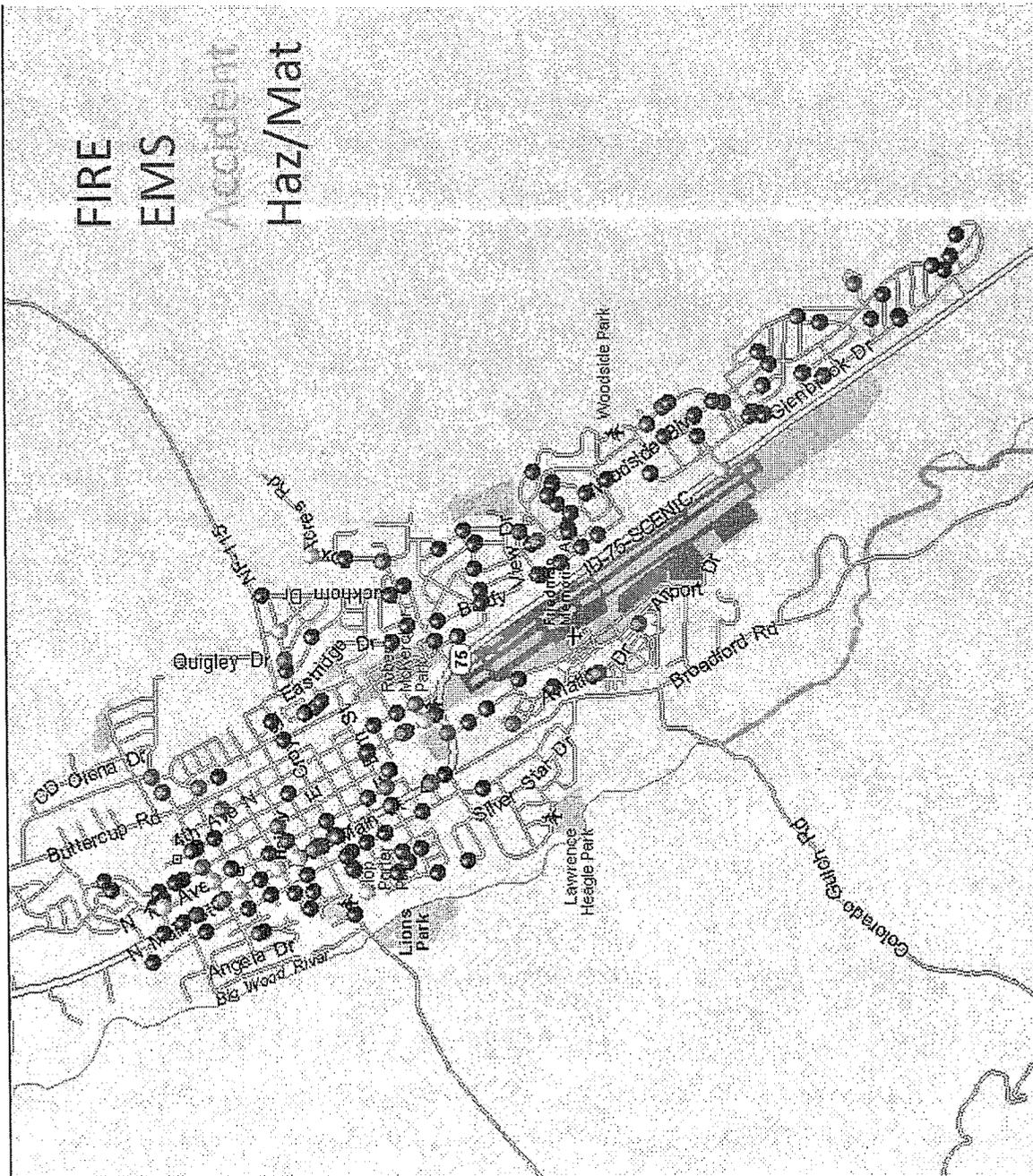
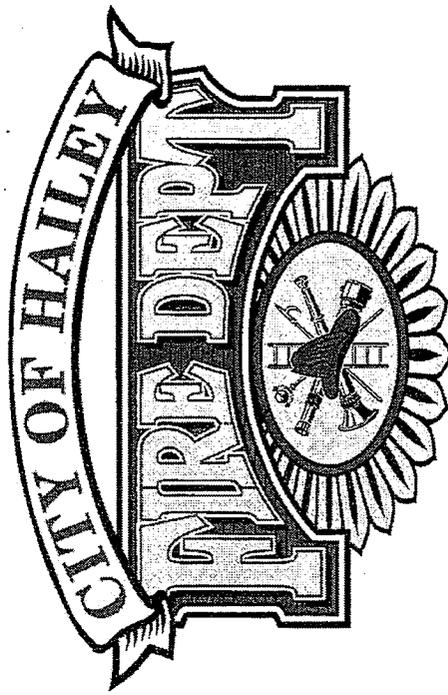
COST PER CALL



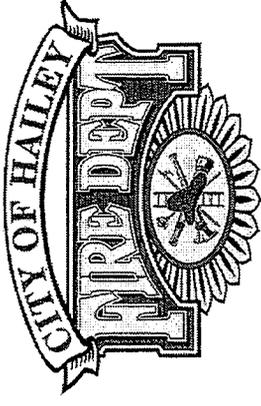
CALL VOLUME PER MONTH



■ 2013 ■ 2014



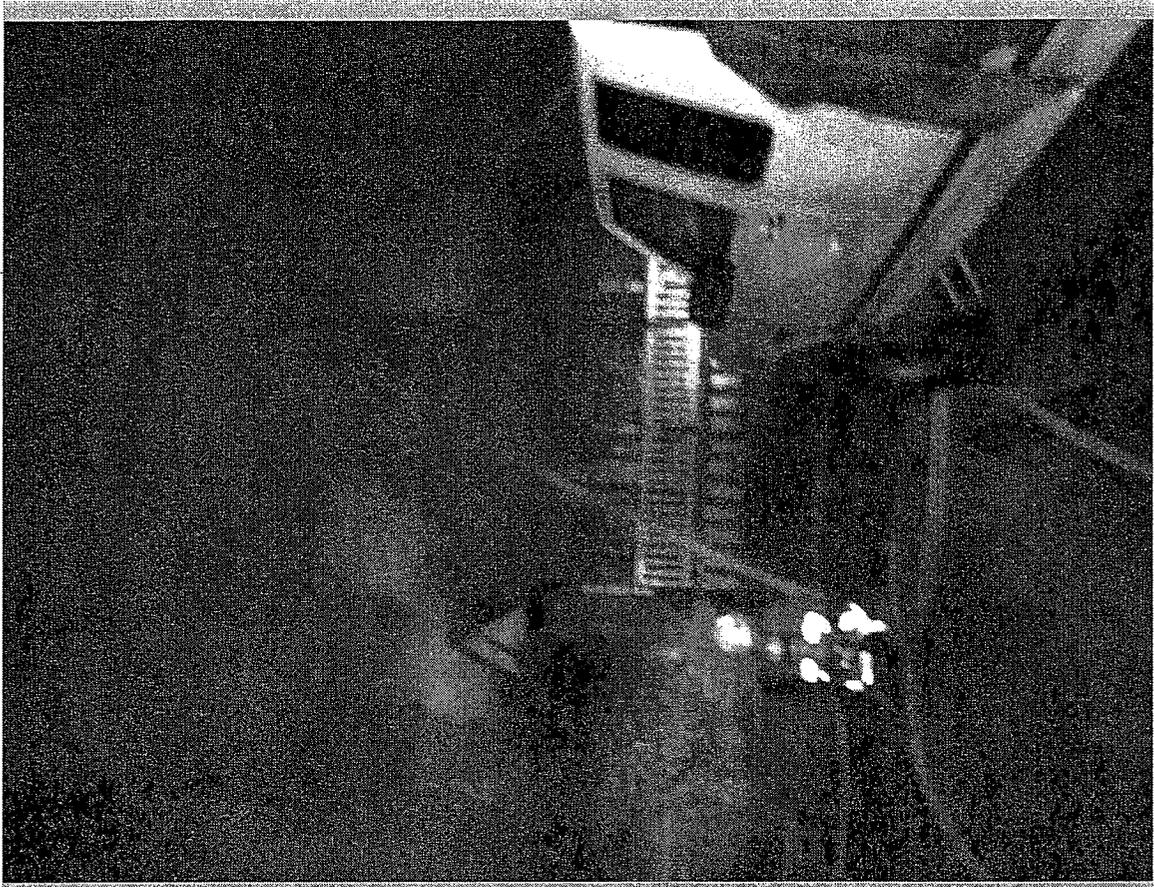
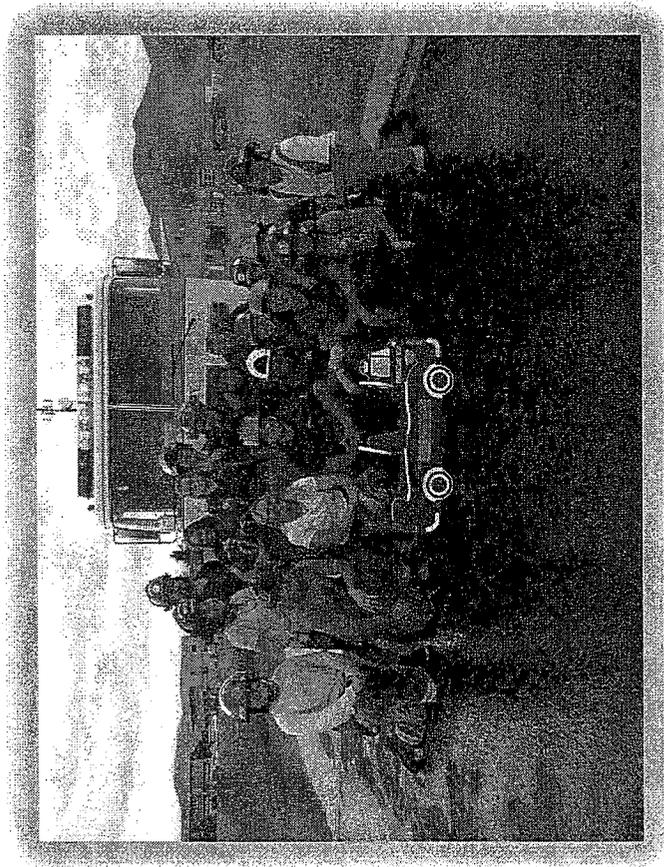
Projects for 2015



- Work with neighboring South Valley Fire Departments in expanding training programs.
- Partner with neighboring Fire Departments in maximizing emergency responses.
- Work to streamline and improve current Fire Department processes:
 - Online report writing
 - Digital filing
- Work with City Administration with apparatus and equipment refurbishment plan.
- Work with other Blaine County Fire Department's for regional grants

Thank You –

Any Questions?



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**AGENDA OF THE
HAILEY CITY COUNCIL MEETING
Tuesday March 2, 2015 * 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 Grant Agreements
- CA 000 Contracts & Bids
- CA 000 Special Events
- CA 000 Findings of Fact and Ordinance Summaries
- CA 000 Motion to approve minutes of December 15, 2014 and to suspend reading of them.....
- CA 000 Motion to approve claims for expenses incurred during the month of January 20, 2015, and claims for expenses due by contract in February, 2015
- CA 000 Motion to approve Treasurer's report for January 2015

MAYOR'S REMARKS:

MR 000

PROCLAMATIONS & PRESENTATIONS:

PP 000 Pat Rainey 25-Year Service Award

APPOINTMENTS & AWARDS

AA 000

PUBLIC HEARING:

- PH 000 Nuclear Waste Storage discussion with Idaho Governor's office
- PH 000 Airport Issues for March FMAA meeting.....
- PH 000 Hailey Infrastructure Improvements – Report with prioritization discussions and LOT Funding Report.....
- PH 000 Consideration of proposals and costs from consultants for annexation and development impact fee study updates ..
- PH 000

NEW BUSINESS:

- NB 000 Approval of bid documents for WWTP Biosolids project, with direction to staff to advertise and collect bids
- NB 000 Consideration of Resolution 2015-___ authorizing contract with _____ for Engineer of Record Contract and Construction Engineering and Inspection services (CE&I) for WWTP Biosolids Project Inspection, in the amount of \$ _____
- NB 000 Consideration of Resolution 2015-___, authorizing agreement with Cutters for irrigation system and pump house coordination and operations and maintenance

OLD BUSINESS:

OB 000
OB 000

WORKSHOP:

- Staff Reports Council Reports Mayor's Reports
- SR 000
- SR 000 Draft Agenda for March 16, 2015 City Council Meeting

EXECUTIVE SESSION:

Matters & Motions from Executive Session or Workshop
Next Ordinance Number - _____ Next Resolution Number- 2015-01

[Click here to Return to Agenda](#)

Heather Dawson

Subject:

FW: Drones

From: C Comtaruk [ccomtaruk@gmail.com]

Sent: Friday, January 30, 2015 7:02 PM

To: Carol Brown; burkefamily203@cox.net; Don Keirn; pat cooley

Subject: Drones

Dear Council Members:

With regard to drones, does the City have a policy in place regarding the use of drones within the Hailey City limits? If not, I would vote for strict limitations given the potential for hazardous misuse, noise issues and invasion of privacy.

Very truly yours,
Carol Comtaruk

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AGENDA ITEM SUMMARY

DATE: 2-9-15

DEPARTMENT: Legal

DEPT. HEAD SIGNATURE: _____

SUBJECT:

Professional Services - Inspection (Biosolids Project)

AUTHORITY: ID Code § 67-2320 IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The City approved of a selection process under Idaho Code § 67-2320 to select an engineering firm to conduct construction engineering and inspection services for the Biosolids project. After interviewing the firms and considerable discussion, staff is recommending that the City cancel the selection process. State law allows a municipality to negotiate an extended professional services contract with a firm already under contract for an associated or phased project. As allowed by Idaho law, it is recommended that Hailey enter into a contract with HDR who is the designer of the project. In general terms, HDR will provide contract administration, construction engineering, inspection and commissioning services. The inspection services are proposed to be conducted by a third party who will be on-site during critical events in the construction project and who will monitor the project to ensure compliance with the design.

Ned

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____

Budget Line Item # _____ YTD Line Item Balance \$ _____

Estimated Hours Spent to Date: _____ Estimated Completion Date: _____

Staff Contact: _____ Phone # _____

Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

___ City Attorney	___ Clerk / Finance Director	___ Engineer	___ Building
___ Library	___ Planning	___ Fire Dept.	___ _____
___ Safety Committee	___ P & Z Commission	___ Police	___ _____
___ Streets	___ Public Works, Parks	___ Mayor	___ _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to terminate the selection process for a construction engineering and inspection firm and to allow HDR to conduct contract administration, construction engineering, inspection and commissioning services to be set forth by written contract.

FOLLOW-UP REMARKS: