

**AGENDA OF THE  
HAILEY CITY COUNCIL MEETING  
Monday October 1, 2018 \* Hailey City Hall Meeting Room**

**ACTION ITEM** = a vote may occur but is not required to be taken

**ACTION ITEM**.....

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

**CONSENT AGENDA:**

[CA 382](#) Motion to approve Resolution 2018-110, approving the liability insurance for FY 2018-2019, and to reject full coverage of terrorism risk and authorize the Mayor to decline such coverage **ACTION ITEM** .....1

[CA 383](#) Motion to approve the Special Event, Halloween Hoopla, to be held on Main Street, from Myrtle Street to Pine Street, on Wednesday, October 31, 2018, from 3:30pm to 6:30pm **ACTION ITEM** ..... 26

[CA 384](#) Motion to approve minutes of September 10, 2018 and to suspend reading of them **ACTION ITEM** ..... 34

[CA 385](#) Motion to approve minutes of September 17, 2018 and to suspend reading of them **ACTION ITEM** .....44

[CA 386](#) Motion to ratify claims for expenses incurred during the month of September 2018 **ACTION ITEM**..... 52

[CA 387](#) Motion to approve claims for expenses incurred during the month of September 2018, and claims for expenses due by contract in October, 2018 **ACTION ITEM** .....74

[CA 388](#) Motion to approve request for approval to write off uncollectible receivables **ACTION ITEM**..... 99

**MAYOR’S REMARKS:**

MR 000

**PROCLAMATIONS & PRESENTATIONS:**

**APPOINTMENTS & AWARDS**

[AA 389](#) Consideration of Resolution 2018-111, appointing Kate Ristow to Hailey Public Library Board of Trustees for a 5-year term, which expires September, 2023 (replaces Carol Shennahan) **ACTION ITEM**.....105

**PUBLIC HEARING:**

[PH 390](#) Town Square Site Locations – a revisiting of Hailey’s 2015 Town Square Report **ACTION ITEM** ..... 116

[PH 391](#) Discussion of tax levy increases and revenue enhancements available to the City of Hailey **ACTION ITEM** ..... 143

[PH 392](#) Consideration and potential first reading of a proposed ordinance, Ordinance No. \_\_\_\_\_, a City-Initiated Text Amendment to Title 17: Zoning Regulations, Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing, to edit item A. Notice, and add a subcategory 1. Posting on Premises, to further clarify and define on-site noticing requirements **ACTION ITEM** ..... 149

**NEW BUSINESS:**

[NB 393](#) Consideration of an agreement (Resolution 2018-\_\_\_\_\_) with Stanley Consultants, Inc., in the amount of \$184,000 for Phase 1 Concept Design of the River St. Reconstruction Project **ACTION ITEM**..... 160

**OLD BUSINESS:**

[OB 394](#) 3rd Reading of Ordinance No. 1238, and 3rd Reading of Ordinance No. 1239, amends Title 17, Section 17.05.040 District Use Matrix, to create a new Overlay Zone, “Downtown Housing Overlay District and an amendment to the City of Hailey Zone District Map, “Downtown Residential Overlay” **ACTION ITEM**..... 224

[OB 395](#) 2nd and/or 3rd Reading of Ordinance 1242, amending Title 17.07: Supplementary Location and Bulk Requirements, 17.07.010: Supplementary Yard Setback Requirements, 17.07.010F: Side Yard Setbacks of Normal Corner Lot and 17.07.010G: Reverse Corner Lots, reference these code sections as footnotes in Title 17.05, Office Zoning Map and District Use Matrix, 17.05.040: District Use Matrix. **ACTION ITEM** ..... 233

**STAFF REPORTS:** Staff Reports                      Council Reports                      Mayor’s Reports

[SR 396](#) Draft agenda for next Planning and Zoning Commission meeting ..... 241

[SR 397](#) Draft agenda for next City Council meeting ..... 244

**EXECUTIVE SESSION: Real Property Acquisition under IC 74-206 (1)(c)**

**Matters & Motions from Executive Session or Workshop**

Next Ordinance Number – 1243    Next Resolution Number- 2018-112

AGENDA ITEM SUMMARY

DATE: 10/01/2018

DEPARTMENT: Admin

DEPT. HEAD SIGNATURE: MHC

**SUBJECT:**

Motion to approve Resolution 2018-110, authorizing the Joint Powers Subscriber Agreement with ICRMP, the declination of terrorism coverage under Hailey's ICRMP insurance policy and authorize the Mayor to sign.

**AUTHORITY:** x ID Code §§ 67-2326, 67-2333, 6-923, 67-2328 \_\_\_\_\_  IAR \_\_\_\_\_  
 City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

Idaho Counties Risk Management Program (ICRMP) underwriters is a pool of Idaho cities allowed by state law, and our liability insurance carrier. The enclosed Joint Powers Subscriber Agreement is requested of all member cities.

ICRMP has devised a method by which a jurisdiction which experiences loss due to terrorism can receive some level of insurance coverage without the need for expensive terrorism coverage. This is explained in the attached letter, notice, and signature form.

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:**

The terrorism coverage would increase Hailey's premium by \$29,965, which is not currently budgeted

**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 checked="" type="checkbox"/> City Clerk         | <input type="checkbox"/> Planning            | <input checked="" 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 approve Resolution 2018-110, authorizing the Joint Powers Subscriber Agreement with ICRMP, the declination of terrorism coverage under Hailey's ICRMP insurance policy 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. 2018-110**

**RESOLUTION OF THE MAYOR AND CITY COUNCIL FOR THE CITY OF HAILEY  
AUTHORIZING INSURANCE CONTRACT WITH ICRMP FOR FY 2018-2019, AND  
REJECTING FULL COVERAGE FOR TERRORISM INSURANCE**

WHEREAS, the City of Hailey desires to contract with Idaho Counties Risk Management Program for general insurance for the City of Hailey, including property, liability and errors and omissions.

WHEREAS, the City of Hailey deems that the standard coverage under the policy for terrorism risk is sufficient; and

WHEREAS, the City of Hailey wishes to reject optional full coverage of terrorism risk insurance under its ICRMP insurance policy; and

WHEREAS, ICRMP covers its participating jurisdictions as a whole with fifty million dollars (\$50,000,000) of terrorism risk coverage per year, to be used where applicable.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO**, that the Mayor of the City of Hailey is authorized to enter into an insurance contract with Idaho Counties Risk Management for fiscal year 2018/2019; and

**BE IT FURTHER RESOLVED** that the Mayor is authorized to sign the attached statement of Rejection of Full Coverage of Terrorism Risk Insurance for the City of Hailey.

Passed this 1<sup>st</sup> day of October, 2018.

City of Hailey

\_\_\_\_\_  
Fritz X. Haemmerle, Mayor

ATTEST:

\_\_\_\_\_  
Mary Cone, City Clerk

# JOINT POWERS SUBSCRIBER AGREEMENT

Idaho Counties Risk Management Program, Underwriters

THIS AGREEMENT is entered into pursuant to the provisions of Idaho Code, Sections 67-2326 through 67-2333, relating to the joint exercise of powers among political subdivisions of the State of Idaho, by political subdivisions of the state of Idaho as defined by the Idaho Tort Claims Act, as subscribers to counterparts of this Agreement, for the purpose of operating a separate legal entity to be known and designated as the Idaho Counties Risk Management Program, Underwriters, hereinafter referred to as "ICRMP". At the time of making of this Agreement, ICRMP is considered by the Idaho Department of Insurance to be a reciprocal insurer organized pursuant to provisions of Idaho Code, Title 41, Chapter 29.

**It is AGREED among the MEMBERS of ICRMP all of which have accepted this Agreement or to a prior counterpart, that by virtue of accepting the terms of this version of the Joint Powers Subscriber Agreement, by approving a prior counterpart and subsequently renewing participation after changes to a prior counterpart have been implemented by the Board of Trustees or by paying a Member contribution as billed, as follows:**

WHEREAS, POLITICAL SUBDIVISIONS of the State of Idaho have the authority to purchase liability insurance for themselves and their employees pursuant to Idaho Code §6-923 and to contract for property and other insurance coverage as they deem necessary or proper pursuant to Idaho Code §67-2328; and

WHEREAS, it is to the mutual benefit of POLITICAL SUBDIVISIONS to join together to establish the legal entity created by this Joint Powers Agreement (JPA) to accomplish the purposes hereinafter set forth; and

WHEREAS, the MEMBERS have determined that there is a need for POLITICAL SUBDIVISIONS to jointly create an insurance and risk management program; and

WHEREAS, the laws of the State of Idaho authorize the formation of what has been classified as a reciprocal insurer by POLITICAL SUBDIVISIONS without abrogating any privileges or immunities accorded to them by law;

NOW, THEREFORE, BE IT AGREED, in consideration of the mutual advantages, obligations and benefits to each POLITICAL SUBDIVISION and the mutual covenants herein contained, the MEMBERS of ICRMP, with the consent and concurrence of the subscribing POLITICAL SUBDIVISION, agree as follows:

## ARTICLE I. DEFINITIONS.

As used in this Agreement, the following terms shall have the respective meanings hereinafter set forth:

- (1) **ICRMP (PROGRAM).** The Idaho Counties Risk Management Program, Underwriters, a pooled insurance and risk management program established pursuant to the statutes of this state by this Joint Powers Subscriber Agreement and licensed as a reciprocal insurer pursuant to Idaho Code Title 41, Chapter 29.
- (2) **BOARD.** The Board of Trustees of ICRMP, which shall serve as the Subscribers' Advisory Committee, as such is required by Idaho Code Title 41, Chapter 29.
- (3) **MEMBERS.** The POLITICAL SUBDIVISIONS, as defined in Section 6-902(2), Idaho Code, which qualify and agree to the terms of this JPA, as such may be revised upon approval by the Board of Trustees from time to time.
- (4) **JOINT POWERS SUBSCRIBER AGREEMENT (JPA).** This Agreement, wherein political subdivisions agree to participate in the insurance and risk management offerings of ICRMP as set forth by the BOARD.

## ARTICLE II. ESTABLISHMENT, MAINTENANCE AND PARTICIPATION IN ICRMP.

The Idaho Counties Risk Management Program, Underwriters, a separate Joint Powers Entity, was created through a JPA by numerous counties of the state of Idaho with an initial effective date of November 29, 1985. The JPA has been subsequently amended numerous times during the history of the PROGRAM. This JPA is intended to continue the organization and operation of ICRMP into future years upon the foundation laid by prior joint powers and subscribers' agreements. The public entity named on the concluding page of this JPA, a political subdivision of the State of Idaho, upon approval of payment of an allocated MEMBER contribution will become a MEMBER of the Idaho Counties Risk Management Program, Underwriters (ICRMP) with all rights and duties associated therewith. This Agreement supersedes all prior ICRMP JPAs and will become effective for all MEMBERS on the date identified in the footer of this version of the JPA upon acceptance of the tender of continued participation offered during the annual renewal process. Changes to the JPA are deemed accepted either by express action by the governing board or by renewing participation in the PROGRAM by paying the allocated MEMBER contribution for a succeeding year. The rights and privileges of any withdrawing Member will be governed by the JPA in effect for the final year of any Member's participation.

## ARTICLE III. PURPOSES AND DURATION.

- (1) The purposes of ICRMP are to provide an insurance and risk management program and to assist MEMBERS to prevent and reduce losses to MEMBERS' property and injuries or harm to persons or property which might result in claims being made

against MEMBERS, their employees, officers, or agents, whether appointed, employed, elected or serving as recognized volunteers.

- (2) It is the intent of the MEMBERS of ICRMP to create a separate entity of unlimited duration that will administer an insurance and risk management program and use funds contributed by MEMBERS to defend and indemnify, in accordance with this Agreement and the issued policy(ies) of insurance, any ICRMP MEMBER against stated liability or loss, to the limits of the insurance policy issued by or procured through ICRMP. It is also the intent of the MEMBERS to have ICRMP provide continuing stability and availability of needed insurance coverage at reasonable costs and to provide education and training to ICRMP MEMBERS in the interest of meeting the challenges of local governance. All income and assets of ICRMP shall be at all times dedicated to the ultimate benefit of its MEMBERS in matters of risk and insurance, inclusive of services and issues not directly addressed by ICRMP-issued policies.
- (3) It is the intent of the MEMBERS of ICRMP that the PROGRAM serve as a vehicle for cooperative undertakings for all program MEMBERS, or selected groups thereof, to share the costs of certain required or desired insurance or risk-related obligations which the MEMBERS desire to study or implement. In implementation of any such programs, the participating MEMBERS shall bear the allocated costs of carrying out the purposes of the program(s).
- (4) Participation in ICRMP shall be comprised of those POLITICAL SUBDIVISIONS that have approved this Agreement or one of its prior iterations and that have agreed to pay the required MEMBER contributions. MEMBERS agree to the admission of future MEMBERS in accordance with provisions of the JPA and acknowledge that they shall have no right to object to the addition of such MEMBERS provided they are admitted in accordance with the terms hereof. This Agreement shall be automatically renewed, annually or periodically, consistent with BOARD-established policy terms, unless the provisions for withdrawal, expulsion or termination are applied in compliance with the terms of this agreement or adopted BOARD policy. No insurance will be provided unless the allocated MEMBER contribution is paid when due. The BOARD, or the Executive Director, as delegated by the BOARD, is authorized to attach conditions to entry into ICRMP membership or to maintenance of membership in ICRMP in the interest of protecting the shared interests of participating MEMBERS. Such conditions may include contribution surcharges, coverage limitations, reductions of limits or other methods designed to recognize risk exposure or to protect the shared interests of other PROGRAM participants.

#### **ARTICLE IV. MANNER OF FINANCING.**

Financial operations of ICRMP shall be committed to the sound discretion of the BOARD with the primary intent being the long-term solvency of the PROGRAM. Financial contributions from MEMBERS shall be determined by the BOARD of ICRMP working through the Executive Director, considering, among other factors, risk exposure, loss experience, net

operating expenditures, property ownership, costs of administering claims, costs of providing risk management services, participation in risk reduction programs, conduct by officials and other appropriate or necessary costs of program administration .

#### **ARTICLE V. NON-WAIVER OF GOVERNMENTAL OR OTHER IMMUNITY.**

MEMBERS of ICRMP, by participation in this PROGRAM, do not waive any immunities or limitations of liability provided to political subdivisions or their employees by any law of this state or nation.

#### **ARTICLE VI. ICRMP POWERS AND DUTIES.**

The powers of ICRMP to perform and accomplish the purposes set forth above shall, within budgetary limits and procedures set forth in this Agreement and as otherwise established by the BOARD, be to:

- (a) Employ agents, employees and independent contractors.
- (b) Purchase, sell, encumber and lease real property; to incur obligations on behalf of the PROGRAM to the extent permitted by Idaho statutes and the Idaho Constitution; and to purchase, sell, or lease equipment, machinery, and personal property.
- (c) Invest funds as allowed by Idaho statutes.
- (d) Carry out educational and other programs relating to risk management, including the prerogative to offer discounts or credits upon demonstrating compliance with standards for BOARD-approved risk reduction methods or plans.
- (e) Create, collect funds for, and administer an insurance and risk management program.
- (f) Purchase excess insurance and/or reinsurance to supplement the self-insured retention.
- (g) Establish reasonable and necessary loss reduction and prevention recommendation procedures to be followed by the MEMBERS.
- (h) Provide insurance-related services, risk management, loss control, underwriting and claims adjustment or to contract for such services, including the defense and settlement of claims, subject to specific limitations and/or restrictions, which may be imposed and adopted by the BOARD.
- (i) Carry out such other activities as are necessarily implied or required to carry out the purposes of ICRMP specified in Article III of this Agreement, even though such undertakings might not be known at the time of entering into this Agreement, or might not be included within the specific powers enumerated in this Article.
- (j) Sue and be sued.
- (k) Enter into contracts.
- (l) Reimburse BOARD members for reasonable and approved expenses incurred in attending to BOARD responsibilities.
- (m) Provide security, insurance or bonds regarding the official responsibilities of all officers, BOARD members and employees of ICRMP.
- (n) Borrow funds with approval by the BOARD as necessary for current operating purposes, so long as repayment is achieved before the conclusion of the subsequent fiscal year.

- (o) Take appropriate steps to protect pool resources from careless or reckless conduct by ICRMP MEMBERS or by individual public officials of Member entities.
- (p) Establish terms and conditions of initial or continued Membership in the ICRMP Program.

#### **ARTICLE VII. PARTICIPATION.**

Any MEMBER of ICRMP shall be permitted to participate in the activities of ICRMP as authorized by this Agreement or pursuant to decisions by the Board of Trustees. MEMBER participation in ICRMP activities concerning the respective rights and responsibilities of any particular MEMBER shall require the approval of the governing board of that MEMBER.

#### **ARTICLE VIII. MEMBERS' RIGHTS AND OBLIGATIONS - DISPUTE RESOLUTION PROCEDURES.**

- (1) The individual MEMBERS of ICRMP, acting through their respective governing boards, shall have the right to:
  - (a) Petition the BOARD to be heard regarding any aspect of the PROGRAM operation in accordance with internal dispute resolution procedures approved by the BOARD or as otherwise determined in accordance with procedural guidelines authorized by the BOARD or the Chairman of the BOARD as circumstances warrant.
  - (b) Withdraw from PROGRAM participation at any time authorized by this Agreement. MEMBERS recognize that the PROGRAM is managed for long-term participation and that agreements that support PROGRAM operation are of one-year or longer duration. Consequently, early withdrawal from the PROGRAM during the course of a policy year may be subject to additional financial obligation for the withdrawing MEMBER as determined by the BOARD.
  - (c) After renewing its membership in ICRMP at least once, to nominate, recommend or vote concerning selection of a representative to serve on the BOARD of ICRMP as provided by this JPA.
- (2) The obligations of MEMBERS of ICRMP shall be as follows:
  - (a) To pay promptly all MEMBER contributions to ICRMP at such times and in such amounts as shall be established by the BOARD pursuant to this Agreement. Any delinquent payments may incur interest, penalties or other financial consequences as determined by resolution of the ICRMP Board of Trustees. Insurance coverage and other services will not continue for MEMBERS that are delinquent in payment of contribution amounts according to the terms of this Agreement and any related resolution approved by the Board of Trustees. Notice of termination of coverage or of services, for non-

payment or otherwise, will be provided in writing in compliance with Idaho Department of Insurance requirements.

- (b) To allow the PROGRAM and its agents, officers and employees reasonable access to all premises of the MEMBER and all records, including but not limited to financial and administrative records, as reasonably required for the administration of ICRMP and the effective handling of claims threatened or brought against MEMBERS.
- (c) To cooperate fully with the PROGRAM'S attorneys, claims adjusters and any other agent, employee, or officer of ICRMP in activities relating to the purposes and powers of ICRMP.
- (d) To make good faith efforts to follow the safety, loss reduction and prevention recommendations expressed by the PROGRAM and to cooperate in risk reduction strategies proposed or required by the PROGRAM.
- (e) To report to ICRMP immediately all incidents or occurrences that could reasonably be expected to result in ICRMP being required to consider a claim against the MEMBER, its agents, officers, or employees, or for losses to MEMBER'S property within the scope of coverage undertaken by ICRMP.
- (f) To report to ICRMP as soon as reasonably possible, by way of the public entity's insurance agent or otherwise, in accordance with the issued Policy of Insurance and related guidelines, the addition of new programs, facilities and equipment or the significant reduction or expansion of existing programs, facilities and equipment or other acts that could cause material changes in the MEMBER'S risk of property or liability-related loss exposure.
- (g) To provide ICRMP periodically and consistent with Policy terms, but in no instance less frequently than annually, in accordance with the issued Policy of Insurance, with information on the value of buildings and contents and other real and personal properties. Each MEMBER is obliged to cooperate with the PROGRAM *via* its independent insurance agent.
- (h) To utilize BOARD-approved dispute resolution procedures regarding any contest or disagreement regarding a provision or scope of coverage pursuant to the insurance program/policy or any other aspect of PROGRAM operation, prior to addressing any such disagreement to a state or Federal administrative agency or prior to initiating legal action against ICRMP. MEMBERS expressly agree to follow the internal dispute resolution procedures adopted by the BOARD before contesting administrative determinations, coverage or claims non- payment issues in a court of law or before a regulatory agency. Such procedures require MEMBERS to thoroughly disclose any bases for such disagreement in writing to the BOARD prior to being heard in the process of resolving any such dispute. MEMBER expressly agrees that failure

to exhaust the internal dispute resolution procedures established by the BOARD constitutes a material breach of this JPA. MEMBER further agrees not to initiate legal action against the PROGRAM or initiate contested procedures before any state or Federal regulatory agency regarding any dispute with the PROGRAM until said dispute resolution procedure has reached its conclusion before the BOARD within a reasonable timeframe. MEMBER agrees that ICRMP may enforce this provision by seeking the remedy of specific performance in a court of competent jurisdiction. A MEMBER that pursues a remedy in court or before a regulatory agency agrees to reimburse the PROGRAM its reasonable costs and attorney fees incurred in defense of any such suit or administrative proceeding if the matter has not first been brought to the BOARD pursuant to this dispute resolution procedure. The restrictions contained in this subsection may be waived by mutual agreement of the PROGRAM and the MEMBER.

- (3) The basic elements of the dispute resolution procedure within ICRMP shall include the following:
  - (a) Filing a written statement by the MEMBER stating the specific basis for disagreement with a decision by the Executive Director or BOARD regarding aspects of PROGRAM operation or contribution requirements, provision of coverage or non-payment of a claim for money damages. Such filing shall be followed promptly by a conference with the Executive Director, in person or by telephone, to attempt to resolve the stated differences. The Executive Director shall thereafter respond to the MEMBER in writing not more than ten (10) business days after the conference. Such written response shall set forth the basis of the Executive Director's decision concerning the contested matter. If the matter contested involves a decision originally made by the BOARD, the request for BOARD consideration can be routed directly to the BOARD if the Executive Director lacks authority to revise a BOARD-established policy, practice or result.
  - (b) Following receipt of the Executive Director's written response, MEMBER may appeal the determination of the Executive Director to the BOARD. Any such appeal shall be made in writing setting forth the specific basis for the appeal and the particular reasons for the disagreement with the determination of the Executive Director. When an appeal is received at least fourteen (14) days prior to a BOARD meeting, it will be included on the next BOARD agenda. If an appeal is not received at a time that allows it to be timely placed upon the agenda of the next BOARD meeting, the MEMBER and Executive Director, working in consultation with the Chairman of the BOARD, shall determine whether the matter is of such importance and urgency that it requires the call of a special BOARD meeting or whether it can be addressed at the next regularly scheduled BOARD meeting without irreparably harming the MEMBER. If a MEMBER insists upon the call of a special meeting by

formal action of its governing board, a special meeting of the BOARD shall be called to hear the appeal.

- (c) The BOARD shall hear oral presentations, not in excess of one hour each, by the MEMBER and the Executive Director, or those designated by the Executive Director, should either or both desire. After hearing from both parties, the BOARD shall decide the controversy and shall tender its decision in writing within thirty (30) days. In doing so the BOARD may consult independently, or through the Executive Director, with legal advisers and/or consultants. The decision of the BOARD shall be final, unless reconsideration is requested by the MEMBER and approved for reconsideration by the BOARD. Until a final decision is made pursuant to the procedures set forth in this Article, no MEMBER may initiate or institute legal action against ICRMP or its officers, employees or agents arising out of the performance of this Agreement or the contract of insurance issued pursuant to this Agreement. Nor shall a contested matter be initiated by a MEMBER before a state or federal administrative agency without completing the dispute resolution procedure set forth herein.
- (d) The BOARD reserves the right to vary the foregoing procedures in a mutually agreeable manner, as necessary to accommodate the interests of ICRMP, its MEMBERS, or others with an interest in the just resolution of differences regarding PROGRAM operation.

#### **ARTICLE IX. MEMBER CONTRIBUTIONS.**

The BOARD of ICRMP shall institute methods to establish annual or periodic contribution amounts for MEMBERS. The PROGRAM may change contribution amounts charged to any MEMBER from year to year to reflect changes in PROGRAM operating costs, changes in risk resulting from operational changes, changes in property values or ownership, reevaluation of operating risks, MEMBER conduct concerning exposures or risks or refusal to participate in or willful violation of safety or loss prevention programs or for other reasons established by the BOARD. Conversely, the PROGRAM may offer contribution amount discounts for any MEMBER that faithfully participates in loss prevention and safety programs or for other reasons established by the PROGRAM. Each MEMBER'S contribution amount shall be calculated in accordance with rate determination methods approved by the BOARD for any Policy Year, unless additional coverage is requested by the MEMBER. While the BOARD'S rate determination methods must have the objective for each MEMBER'S contribution to not be inadequate, excessive or unfairly discriminatory, relative to the assessable risk of each MEMBER and the PROGRAM, MEMBERS acknowledge that rate-setting involves risk and exposure assumptions which are not purely formulaic and which rely on the professional judgment of the BOARD and BOARD'S advisors. No MEMBER may be further assessed during a Policy Year unless in response to a material change in property or activities not disclosed or addressed at the time of annual renewal. Additional contribution amount may be charged when changes are made to covered property or activities during the course of a year. The PROGRAM reserves the right to condition continued participation by any MEMBER upon

compliance with specific performance requirements, payment of modified deductible amounts and such other measures as the PROGRAM deems necessary or appropriate. The PROGRAM also reserves, in compliance with Article XVIII, the right to discontinue membership or diminish coverage or limits or increase the self-insured responsibility of any MEMBER that does not cooperate with PROGRAM goals, objectives, or requirements or that acts without regard to consequences concerning matters that affect ICRMP and its MEMBERS.

#### **ARTICLE X. BOARD OF TRUSTEES – ELECTION AND REPRESENTATION.**

The BOARD of Trustees shall be comprised of nine (9) elected public officials, upon the initial effective date of this iteration of the JPA, six (6) of whom shall be county commissioners and three (3) who shall hold elective office in other POLITICAL SUBDIVISIONS. The electoral/appointive boundaries for designated BOARD members shall be organized as follows:

County District I: Counties of Boundary, Bonner, Kootenai, Benewah and Shoshone.

County District II: Counties of Latah, Clearwater, Nez Perce, Lewis and Idaho.

County District III: Counties of Adams, Valley, Washington, Payette, Gem, Boise, Canyon, Ada, Elmore and Owyhee.

County District IV: Counties of Camas, Blaine, Gooding, Lincoln, Jerome, Minidoka, Twin Falls and Cassia.

County District V: Counties of Bingham, Power, Bannock, Caribou, Oneida, Franklin and Bear Lake.

County District VI: Counties of Lemhi, Custer, Clark, Fremont, Butte, Jefferson, Madison, Teton and Bonneville

Region I: Elected official of a city from within Districts I, II, and III elected by all Member cities in the Region .

Region II: Elected official of a city from within Districts IV, V and VI elected by Member cities in the Region.

Special District Member: Elected official of any MEMBER other than a county or city, selected by a vote of the Board, chosen from nominees submitted by non-county or non-city MEMBERS.

Each member of the BOARD shall be either a commissioner elected from a MEMBER County, an elected official of a MEMBER city or other POLITICAL SUBDIVISION, and shall serve for a period of two (2) years, or until a successor is elected or appointed. Four (4) members of the BOARD (even-numbered County Districts and the Region II seat) shall be elected for two (2) year terms in the final months of odd-numbered years, while another five (5) members of the BOARD (odd-numbered County Districts and the Region I seat plus the Special District Member shall be elected/appointed for two (2) year terms in even-numbered years. For purposes of this Agreement, a “Board Seat” shall be defined as the position on the ICRMP Board of Trustees designated for and occupied by the representative duly elected or appointed from a District, Region or statewide, respectively, as outlined in this Section. The Executive Director shall administer the election process in order to allow election results to be canvassed by the BOARD prior to undertaking official Board business in the succeeding calendar year. The respective boards of county commissioners of each MEMBER county may cast a ballot for their District member of the BOARD; governing boards of cities may vote for regional City

representatives and Special District Member candidates may be nominated by governing boards of Member Special Districts. Valid ballots must be received by ICRMP at a time and place specified by the Executive Director. Each member of the BOARD shall serve from the date of the first BOARD meeting in the year succeeding his election/appointment through the conclusion of his/her term when a succeeding BOARD member is seated or for another term if the BOARD member is re-elected/reappointed.

#### **Article XI. REMOVAL OF BOARD MEMBER**

At any time during the course of service of an elected BOARD member such member may be removed by the PROGRAM MEMBERS that elected such BOARD member by either of two (2) means. The first method by which an elected BOARD member's continued service may be submitted to his constituent electors is by receipt of a petition of no confidence approved by the respective governing boards of MEMBER entities equal to at least one-half (1/2) of the number of votes received by the BOARD member when the BOARD member was most recently elected to the BOARD. Any such petition shall succinctly set forth the reasons of misconduct, personal behavior, wrongdoing, failure to exercise diligence or failed representation that justifies a no-confidence/removal election.

The second alternative to refer a BOARD member's continued service to his constituent electors would be a no-confidence declaration by members of the ICRMP BOARD. By majority vote of no confidence, exclusive of the BOARD member in question, the BOARD may choose to submit the question of continued service by an elected BOARD member to the BOARD member's constituent electors, stating in any motion to proceed with such election the express reasons therefor. Any BOARD member appointed to fill the remainder of an elected member's term shall be treated as an elected BOARD member.

In the event of receipt of a qualifying no-confidence petition, or following a no-confidence vote by the ICRMP BOARD, the question to be presented to a BOARD member's constituent electors shall be whether the identified BOARD member should continue to serve on the BOARD. The reasons for no-confidence stated in the petition from dissatisfied MEMBERS or expressed in the motion by BOARD shall be included in election materials sent to constituent electors along with a statement prepared by the BOARD member in response, if supplied by the Board member in a timely manner. Neither message shall exceed three hundred (300) words. Voting in any such election shall be open for at least twenty-one (21) days from the date ballots are first mailed. The Executive Director shall establish a time and date-certain by which all ballots must be received. Votes shall be tallied by the Executive Director or his designee(s). A majority of lawful votes cast shall determine the outcome. If a no-confidence vote results in removal of BOARD member, the seat may be refilled by BOARD appointment until the next election wherein a replacement can be elected to fill a new term or the remainder of the prior term, whichever is applicable.

Any BOARD Member holding an appointive or *ex-officio* non-voting position may be removed by majority vote of the BOARD for reasons of misconduct, personal behavior, wrongdoing or failure to exercise diligence after providing the BOARD Member a written statement of concerns and allowing the BOARD Member an opportunity to be heard by the

BOARD. In the circumstances of such proceedings, a BOARD Member facing possible removal shall be entitled to written notice of the concerns no less than seven (7) calendar days prior to BOARD action and the hearing opportunity for the subject BOARD Member shall be no less than one (1) hour in duration.

## **ARTICLE XII. POWERS AND DUTIES OF THE BOARD OF TRUSTEES.**

The BOARD shall have the following powers and duties to:

- (1) Annually elect a chairman and vice-chairman. Each officer shall serve until his or her successor is elected.
- (2) Admit or expel MEMBERS, or to condition continued participation in the PROGRAM, in accordance with this Agreement.
- (3) Establish procedures for determining contribution amounts and authorizing payment procedures for MEMBERS.
- (4) Establish the insurance and risk management program design.
- (5) Provide for selection of all personnel and contractors necessary for the administration of ICRMP, including the appointment of an Executive Director to supervise the business of the PROGRAM and carry out other functions delegated by the BOARD.
- (6) Establish a schedule for BOARD meetings.
- (7) Exercise all powers of ICRMP, except powers reserved to the MEMBERS.
- (8) Prepare, adopt and oversee ICRMP's budget.
- (9) Receive reports concerning PROGRAM activities and to make reports to the MEMBERS.
- (10) Provide for underwriting, claims and loss control procedures.
- (11) Provide for the investment and disbursement of funds.
- (12) Enact resolutions establishing procedures governing its own conduct and the powers and duties of its officers, not inconsistent with this Agreement and applicable provisions of law.
- (13) Provide to MEMBERS an annual report of operations and financial affairs.
- (14) Form committees and advisory panels; and to provide other services as needed by ICRMP. The BOARD shall determine the method of appointment and terms of members of committees and advisory panels.
- (15) Submit to MEMBERS an amended JPA upon adoption and at the date of periodic renewal, or otherwise, for re-adoption, express acceptance or payment of a member contribution by MEMBERS.
- (16) Dissolve ICRMP when BOARD action is accompanied by a two-thirds (2/3) vote of the entire then-current MEMBERSHIP, provided that a notice of intent to dissolve ICRMP shall be given to the Director of the Department of Insurance of the State of Idaho at least ninety (90) days prior to the proposed effective date. Like notice of such intent shall be provided to all MEMBERS at least thirty (30) days before any such vote regarding dissolution in compliance with title 41, Idaho Code and other applicable statutes. Assets remaining after discharge of its indebtedness and policy obligations, the return of any surplus made as provided in Idaho Code §41-2916, and the return of any unused premium, savings or credits

then standing on subscribers' accounts, shall be distributed to its subscribers who were such within the twelve (12) months prior to the last termination of its certificate of authority, according to such reasonable formula as the director may approve pursuant to Idaho Code §41-2928.

- (17) Appoint or remove appointed or non-voting *ex-officio* members of the BOARD
- (18) Do or delegate all acts necessary and proper for the implementation of this Agreement.

#### **ARTICLE XIII. ESTABLISHMENT OF LOSS PAYING FUND.**

The PROGRAM shall endeavor to maintain available funds in amounts the BOARD deems reasonably sufficient to annually provide the resources necessary to fund ICRMP's general and administrative expenses, any reinsurance or excess insurance requirements, to pay the current year's claims and claims expenses and to sustain the financial stability of the PROGRAM, in addition to funds necessary to meet ICRMP's obligation to satisfy the requirements of any regulatory authority.

#### **ARTICLE XIV. SCOPE OF COVERAGE.**

- (1) ICRMP shall provide policy protection to each MEMBER as provided in the MEMBER'S policy of insurance. MEMBER acknowledges that the policy of insurance transfers risk of loss from the MEMBER to ICRMP subject to the terms, conditions and exclusions addressed by the policy. MEMBER acknowledges that not all risks are insurable and that any excluded risks are not transferred pursuant to this Agreement.
- (2) In the event that a claim or a series of claims exceeds the amount of coverage provided by the MEMBER's Policy, payment of valid claims shall become the sole and separate obligation of the individual MEMBER or MEMBERS against whom the claim was made and perfected by litigation or settlement. No Subscriber shall be entitled to a contribution from other MEMBERS beyond the annual amount obligated by this Joint Power Subscribers Agreement and the policy of insurance which complements it.

#### **ARTICLE XV. MEETINGS OF THE BOARD OF TRUSTEES.**

- (1) The BOARD may set a time and place for meetings in accordance with applicable law. All provisions of law applicable to public meetings shall be observed.
- (2) A majority of seated trustees shall constitute a quorum to do business. All formal acts of the BOARD shall require a majority vote of the trustees present and voting, unless otherwise required by law.
- (3) Because of the distance that separates the Trustees, the BOARD may conduct official business by telephone/video conference call. When a conference call meeting is convened the base of such meeting will normally be the ICRMP Building in Boise,

Idaho. An alternative base meeting location may be designated by the Executive Director when necessary to effectively conduct BOARD business. At the base location a speaker phone shall be provided in order to allow the public to hear the discussion carried on by the BOARD. Executive session and notice provisions of the Open Meeting Law shall apply when appropriate or required.

#### **ARTICLE XVI. LIABILITY OF BOARD OF TRUSTEES OR OFFICERS.**

The trustees or officers of ICRMP should use ordinary care and reasonable diligence in the exercise of their powers and in the performance of their duties hereunder. They shall not be personally liable for any mistake of judgment or other action made, taken or omitted by them in good faith; nor for any action taken or omitted by any agent, employee or independent contractor selected with reasonable care so long as the actions or omissions complained of shall have taken place within the course and scope of their official duties. No trustee shall be personally liable for any action taken or omitted by any other trustee. The assets of ICRMP may be used to defend and indemnify any trustee, officer, agent or employee for actions taken by each such person in good faith within the scope of his or her authority for ICRMP as public officials in the state of Idaho. ICRMP may purchase insurance providing coverage for trustees, officers and employees.

#### **ARTICLE XVII. WITHDRAWAL FROM MEMBERSHIP.**

Any MEMBER may withdraw from ICRMP after the MEMBER'S initial one (1) year term by giving notice to the Executive Director, in writing, of its desire to withdraw. Any MEMBER may withdraw from ICRMP within thirty (30) days after the date that the PROGRAM gives notice in writing of an amendment to this Agreement or its accompanying policy of insurance by tendering to the Executive Director written notice of its intent to withdraw. The continuing rights of any withdrawing MEMBER shall be as set forth in the most recent JPA. A voluntarily withdrawing MEMBER shall be deemed to have forfeited any claim of right or equity to any portion of liquidated surplus or to any credit or dividend should any be declared by the Board of Trustees.

#### **ARTICLE XVIII. EXPULSION OF MEMBERS - CONDITIONS OF CONTINUED PARTICIPATION.**

- (1) Any MEMBER may be expelled at the initiation of the Executive Director or the BOARD at any time during a policy year for one or more of the following reasons:
  - (a) Failure to make any payments due to ICRMP.
  - (b) Willful failure to undertake or continue loss reduction or loss prevention recommendations by ICRMP.
  - (c) Failure to allow ICRMP reasonable access to all facilities and records of the MEMBER necessary for proper administration of ICRMP.
  - (d) Failure to fully cooperate with ICRMP's attorneys, claim adjusters or other agents, employees, or officers of ICRMP.
  - (e) Failure to carry out any obligation of a MEMBER which impairs the ability of ICRMP to carry out its purpose or powers.

- (f) Exhibiting reckless behavior which causes claims which could have been avoided by prudent or responsible action.
- (2) No MEMBER expulsion shall be effective until at least thirty (30) days after notice from the Executive Director of the alleged failure of performance, however the notice of expulsion from the Executive Director may include exclusions from, or limitations on, coverage related to foreseeable willful actions addressing conduct of the MEMBER. Any such exclusions or limitations shall be effective immediately unless subsequently rescinded by BOARD action or modified by mutual agreement. Notice to a MEMBER shall state whether a cure is believed to be possible. The MEMBER may request, in writing, a hearing before the BOARD, either by telephone or in person, within fourteen (14) days of the notice provided by the Executive Director. MEMBERS must act through their governing board. Notices of expulsion or extraordinary exclusions or limitations of coverage are subject to the Dispute Resolution Procedure set forth in Article VIII. If a decision to expel, exclude or limit is affirmed after hearing, such date of expulsion or limitation shall relate back to the date of initial decision to expel by the Executive Director or the BOARD from which the notice of intent to expel derives. The rights of any expelled MEMBER shall be as set forth in this Agreement or upon such other terms and conditions as the BOARD may negotiate with the expelled MEMBER. Nothing in any policy of insurance shall contravene provisions of this JPA respecting separation from the PROGRAM.
- (3) Any MEMBER separating from ICRMP (withdrawing or expelled) shall not be entitled to any reimbursement of contribution amounts that have been paid unless otherwise required by provisions of applicable law. All claims relating to events occurring after the date of separation from ICRMP shall become the sole responsibility of the separated Subscriber. With respect to any Claims Made coverage provided to a MEMBER, any claims occurring or reported after the date of separation from ICRMP shall become the sole responsibility of the separated MEMBER. Any MEMBER expelled from the PROGRAM by action of the Board of Trustees shall have any entitlement to liquidation value provided pursuant to this JPA reduced by the amount of ultimate net loss that exceeds the MEMBER's contributions for the period of liquidation rights established by the terms of the JPA then in effect. Such entitlement to liquidation value shall be payable only upon actual liquidation of the PROGRAM.
- (4) As an alternative to expulsion the BOARD or Executive Director may, at any time, condition continued participation in the PROGRAM upon compliance with specific terms and conditions established by agreement between the MEMBER and ICRMP. Conditions may include consultation requirements, increased deductible amounts, increased MEMBER contributions, restriction of coverage, diminishment of coverage limits and such other limitations as the BOARD may deem reasonable to protect the resources of ICRMP as allowed by applicable law.

**ARTICLE XIX. BINDING CONTRACTUAL OBLIGATION.**

This document shall constitute a JPA, a binding contract, among those POLITICAL SUBDIVISIONS that are MEMBERS of ICRMP. The terms of this Agreement may be enforced in court by ICRMP itself or by any of its MEMBERS, as respects its interests, subject to the terms and conditions of applicable laws and this Agreement. The consideration for the duties herewith imposed upon the MEMBERS to take certain actions and to refrain from certain other actions is based upon the mutual promises and agreements of the MEMBERS set forth herein and the Member contributions paid by Members. This Agreement shall be deemed approved by each MEMBER by payment of the required Member contribution or by subsequent renewal pursuant to procedures specified by law, the Executive Director or the BOARD. MEMBER asserts that it has complied with relevant laws and that it waives its ability to object to the binding nature of this Agreement by virtue of informalities in its approval. Except to the extent of the financial contributions to ICRMP agreed to herein, or such additional obligations as may come about through amendments to this Agreement, no MEMBER agrees or contracts herein to be held responsible for any claims in tort or contract made against any other MEMBER. The contracting parties intend in the creation of ICRMP to establish an organization for joint risk management only within the scope herein set out, and have not herein created as between MEMBER and MEMBER any relationship of general surety or indemnitor, nor by participating herein does any MEMBER otherwise assume responsibility for the debts of or claims against any other MEMBER.

**ARTICLE XX. DISTRIBUTION OF PROPERTY, FUNDS AND SUPPLIES UPON DISSOLUTION OF ICRMP.**

In the event of termination of this JPA such that ICRMP is dissolved, all unused consumable supplies, non-consumable supplies or other property or assets acquired by ICRMP shall be liquidated in a manner permissible by law, and the proceeds of such liquidation shall be disbursed to the then-current MEMBERS at a rate proportionate to each MEMBER'S *pro rata* share of the cumulative Member contributions paid to ICRMP for the most recent five (5) fiscal years. Said determination of net asset distribution shall be made in good faith by the BOARD subject to application of the business judgment rule.

**ARTICLE XXI. SEVERABILITY.**

In the event that any Article, provision, clause or other part of this Agreement should be held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect the validity or enforceability with respect to other Articles, provisions, clauses, applications or occurrences, and this Agreement is expressly declared to be severable.

**ARTICLE XXII. POWER OF ATTORNEY - EXPENSES AND DUTIES.**

- (1) To the extent required by Idaho Code Title 41, Chapter 29, and not inconsistent with applicable constitutional and statutory obligations and prerogatives, MEMBER hereby appoints Idaho Counties Risk Management Program, Underwriters (ICRMP),

as its Attorney-in-Fact empowered to take all actions and execute all documents which are necessary or appropriate in carrying on the business of insurance through ICRMP on behalf of MEMBER. MEMBER agrees that the BOARD of ICRMP may delegate powers to an Executive Director in accordance with this JPA.

- (2) The Executive Director appointed by the BOARD is hereby empowered by the undersigned to accept service of process on behalf of ICRMP. The Director of the Department of Insurance of the State of Idaho is also authorized to receive service of process in actions against ICRMP upon contracts of insurance provided to Subscribers of ICRMP. Such authorization does not supersede the procedural requirements of this Agreement. The general services to be performed by the Executive Director shall include: (a) issuing, underwriting and servicing policies of insurance; (b) contracting with agents for sale and servicing of policies of insurance; (c) executing treaties of reinsurance or contracts of excess insurance; (d) providing risk management services and administering programs to diminish claims for damages and (e) supervising the investment policy of ICRMP. The Executive Director's obligations and liability shall be limited by the terms and conditions of ICRMP's JPA and by the Idaho Tort Claims Act.
- (3) The general items of expense to be paid by ICRMP shall include, but not be limited to: (a) losses and claims payments; (b) allocable claims expense; (c) governmental charges, license fees, and lawful taxes; (d) expenses incurred in auditing ICRMP's books and records; (e) contribution amount collection costs; (f) BOARD expenses; (g) premiums on reinsurance and excess insurance; (h) fees of investment counsel and direct investment expense; (i) salaries and expenses of officers and employees of ICRMP; (j) disbursement of dividends; (k) special expenses authorized by the Board of Trustees of ICRMP; (l) broker and agent commissions; (m) indemnity insurance premiums; (n) home and branch office expense; and (o) actuarial, auditing, legal, risk management and loss prevention expenses.
- (4) The Power of Attorney conveyed herein shall expire upon termination of all obligations of ICRMP. The policies of insurance issued by ICRMP are conditional upon payment of MEMBER contributions to ICRMP. The liability of each MEMBER for the obligations of ICRMP shall be an individual, several and proportionate liability and not a joint liability. The liability of each MEMBER shall be limited as stated in this JPA provided, however, that in no event shall any MEMBER be required to contribute more than the amount authorized by applicable state statutes and constitutional provisions pursuant to which ICRMP is established.

### **ARTICLE XXIII. MISCELLANEOUS PROVISIONS - NOTICE.**

- (1) The provisions of this Agreement shall be interpreted pursuant to the laws of the State of Idaho.

- (2) The parties hereto consent that courts in the State of Idaho shall have jurisdiction over any dispute arising under this Agreement after exhaustion of the dispute resolution procedures provided for herein. If reasonable attorney fees are incurred in enforcing provisions of this Agreement in a court of law, the prevailing party to such an action shall be entitled to reimbursement of its reasonable attorney fees.
- (3) No waiver of any breach of this Agreement or any provision herein contained shall be deemed a waiver of any preceding or succeeding breach thereof or of any of the other provisions herein contained. No extension of time for performance of any obligation or act shall be deemed an extension of time for performance of any other obligations or acts.
- (4) In the event that any provision of this Agreement is in conflict with or is incompatible with the MEMBER'S Policy issued hereunder, the terms and conditions of the MEMBER'S Policy shall prevail and take precedence.
- (5) This Agreement may be modified or amended by a written proviso authorized by the Board. Provided, however, no such modification shall be effective retroactively, nor as to any insurance contract or coverage issued prior thereto. Said modifications may be made effective during a Policy Year only to comply with applicable laws respecting operation of ICRMP or with express consent of the MEMBER. Changes may be made to the policy of insurance issued by ICRMP at any time during the policy year in accordance with rules or statutes governing the business of insurance within the State of Idaho. If a MEMBER does not accept changes made during a policy year, its sole remedy shall be to cancel future coverage, subject to a proportionate refund of any *pro rata* MEMBER contributions already paid, less equitable commission and administrative charges.
- (6) MEMBER agrees to hold ICRMP, its employees, contractors, and/or legal counsel, harmless and without liability to MEMBER from any claims arising out of loss control or related administrative activities undertaken for Subscriber's benefit. ICRMP assumes no responsibility for the lawful operation of MEMBER'S POLITICAL SUBDIVISION. MEMBER further agrees that communications with attorneys on the ICRMP staff or retained by the PROGRAM to assist a MEMBER to resolve or avoid claims will remain confidential pursuant to the Attorney-Client privilege and that written materials generated as a consequence of such effort to assist MEMBER shall constitute attorney work product. MEMBER further agrees that the employees, contractors and/or legal counsel of ICRMP when acting in a loss control capacity are representing ICRMP, not MEMBERS, and that information obtained in such loss control capacity may be provided to ICRMP in order to carry out the purposes of this JPA.
- (7) All notices required to be given under this Agreement shall be delivered in writing. Notices by a MEMBER to ICRMP shall be sent to ICRMP'S principal place of business. Notices to any MEMBER shall be sent to the MEMBER'S last known address. In the event that any party to this Agreement desires to change its address,

notice of change of address shall be sent to the other party by United States Mail in accordance with the terms and provision of this Article. Each MEMBER of ICRMP whether by initiating membership after October 1, 2013, or by renewing membership after October 1, 2013, hereby authorizes and consents to delivery of documents between itself and ICRMP by electronic means in accordance with provisions of Idaho Code §41-1851 or its successor unless it provides written notice to ICRMP that it declines to accept delivery of documents by electronic means.

- (8) Warranty of Eligibility – Each MEMBER authorizing participation in ICRMP by approval of this Agreement and execution by an authorized official hereby warrants that it is a political subdivision of the state of Idaho as defined by the Idaho Tort Claims Act and thereby eligible to be a MEMBER of ICRMP. By such warranty each MEMBER consents to its immediate separation from ICRMP participation upon discovery that it is not a qualifying political subdivision. Each MEMBER also agrees that it will indemnify ICRMP for any loss ICRMP may suffer by virtue of the inapplicability of privileges and immunities otherwise available to political subdivisions of the state of Idaho by virtue of the mischaracterization of any MEMBER as a qualified Idaho political subdivision.
- (9) Procedural standards established within this JPA shall serve functions frequently fulfilled by organizational by-laws. Other procedural requirements may be established by applicable state law. Additionally, nothing contained in this JPA shall prohibit the ICRMP Board of Trustees from adopting procedural standards or guidelines for the conduct of Board business or from authorizing administrative policies to guide ICRMP's internal affairs.

**ARTICLE XXIV. EXECUTION AND ATTEST.**

In Witness hereof, this Agreement is executed on the \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by the undersigned who are duly authorized officer(s) of the Political Subdivision indicated below and by the Idaho Counties Risk Management Program, Underwriters (ICRMP), pursuant to action taken by the Governing Board of the MEMBER on the \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ or by payment of the required member contribution. Such payment of Member contribution, execution upon this Agreement or upon execution of a prior counterpart accompanied by continuing renewal shall constitute agreement by the POLITICAL SUBDIVISION to the terms and conditions of membership in ICRMP until proper written notice of withdrawal is provided or until a MEMBER is expelled as provided herein. An authorized signature or payment of member contribution is required for new membership. Renewal occurs annually by issuance of a policy of insurance and payment of member contribution subject to the terms of the then-current JPA proffered by the ICRMP Board of Trustees in conjunction with insurance policy terms for the succeeding policy year.

POLITICAL SUBDIVISION: \_\_\_\_\_

By: \_\_\_\_\_  
CHAIRMAN OF THE BOARD, MAYOR, OR OTHER  
EXPRESSLY AUTHORIZED OFFICER

Title: \_\_\_\_\_

Attest/Witness: \_\_\_\_\_  
CLERK OR OTHER AUTHORIZED OFFICER

ACCEPTED FOR THE IDAHO COUNTIES RISK MANAGEMENT  
PROGRAM, UNDERWRITERS (ICRMP)

By: \_\_\_\_\_  
EXECUTIVE DIRECTOR

September 24, 2018

TO: City of Hailey

RE: Terrorism Coverage for Policy Year Effective October 1, 2018

Dear Valued ICRMP Member:

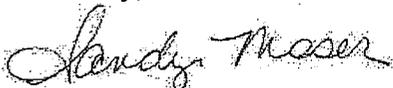
Following the events of September 11, 2001, the nation's largest insurers took their case to Congress concerning their ability to withstand the financial consequences of additional terrorist acts that might take place on American soil. As a consequence, Congress enacted the Terrorism Risk Insurance Act (TRIA) that is intended to protect insured property owners by assuring that their property insurers are not overwhelmed by terrorism-driven claims. Local government risk sharing pools generally were excluded from TRIA.

Because ICRMP is regulated under Idaho law as a reciprocal insurer, federal law requires ICRMP to offer complete terrorism property coverage to its Members. This offering, which is additional to the regular coverage provided by the ICRMP Program, would require payment of an additional Member contribution, based upon the value of the property assets to be covered. An explanation is provided on the accompanying offer sheet.

You should understand that your ICRMP Member agency is under no obligation to accept the terrorism coverage that we are required to offer. In fact, the ICRMP Board of Trustees has purchased excess insurance for Members of ICRMP (as a whole) in the amount of fifty million dollars (\$50,000,000) per year. The coverage provided for all Members is available to be shared among any Members affected by acts of terrorism during a policy year. The Board believes this is a more cost-effective way of addressing this potential exposure. It is included in your regular ICRMP coverage **at no additional cost to you.**

The decision regarding terrorism coverage belongs to your governing board. Please complete the offer sheet evidencing your agency's desire to procure additional terrorism coverage and pay an additional Member contribution, or to reject it and share in the coverage procured for all ICRMP Members. In order to comply with the law, we need your answer promptly. Thank you.

Sincerely,



Sandy Moser  
Underwriting Manager

*For Policy Year Effective October 1, 2018*

**NOTICE - OFFER OF TERRORISM COVERAGE  
(Required by Federal law)**

**NOTICE – DISCLOSURE OF ADDITIONAL PREMIUM**

TO: ICRMP Member:

The Terrorism Risk Insurance Act, as extended on December 26, 2007 by the enactment of the Terrorism Risk Insurance Program Reauthorization Act of 2007 (TRIPRA), is a U.S. Treasury Department program under which the federal government would share, with regulated insurance carriers, the risk of loss from terrorist attacks. The Act applies when the Secretary of the Treasury, in concurrence with the Secretary of State and the Attorney General of the United States, certifies that an event meets the definition of a "certified act of terrorism". Certified acts of terrorism can also include foreign or domestic acts of terrorism, but they still must be certified as such by the Federal officers listed above.

In accordance with the Terrorism Risk Insurance Act, as extended on December 26, 2007, we are required to offer you coverage of all of the property we insure that your agency owns against any "certified act of terrorism". Your public agency must decide whether you desire the coverage (for an additional premium) or whether you choose to reject the offer of coverage and not pay the premium. The choice belongs to the governing board.

If you choose to accept this offer of terrorism coverage, your premium will include the additional premium for terrorism as stated in this disclosure. If you choose to reject this offer, you must do so by signing the enclosed statement and returning it to your agent, Mark Balcos at (208) 788-9506 or mail directly to ICRMP at P.O. Box 15249, Boise, Idaho, 83715.

If you reject coverage under the Act, the ICRMP policy provided to your public entity will provide an alternative form of coverage of terrorism-related insurance. Rather than cover the entire value of every item of property every public entity member of ICRMP might insure, the alternative form of coverage will provide a fixed amount of coverage (50 million dollars) for the entire membership of ICRMP during any single policy year. If terrorism-caused covered losses do not exceed 50 million dollars during any single policy year, such losses will be paid in full, subject to policy terms and conditions. If total terrorism-caused losses exceed 50 million dollars in the current policy year, such losses will be paid on a *pro-rata* basis among members suffering covered terrorism-caused losses, in proportion to their covered losses expressed as a percentage of all covered losses. Coverage under this alternative process shall not require certification by the Federal officials pursuant to TRIPRA.

**Named Insured: City of Hailey**

***DISCLOSURE OF PREMIUM***

If you accept this offer, the premium for terrorism coverage is estimated to be an additional amount of **\$29,965** over and above your proposed renewal Member contribution based on reported total insured values of **\$29,965,373**.

**CONTINUED ON NEXT PAGE**

*For Policy Year Effective October 1, 2018*

**IF YOU WISH TO REJECT COVERAGE UNDER THE TERRORISM RISK INSURANCE ACT, AS EXTENDED ON DECEMBER 26, 2007, THE NAMED INSURED MUST APPROVE AND SIGN THE FOLLOWING STATEMENTS:**

**TERRORISM RISK INSURANCE ACT REJECTION OF FULL COVERAGE**

We, as a Member of ICRMP, acknowledge that we have been notified as required under the Terrorism Risk Insurance Act, as extended on December 26, 2007, that as respects to the above referenced policy of insurance policy referenced above:

1. We have been offered coverage for acts of terrorism as defined in the Act;
2. We have been advised that if we accept coverage for acts of terrorism as defined in the Act, the United States Government will participate in the payment of terrorism losses insured under the Act, subject to the provisions of the Act;
3. We have been told that if we reject coverage under the Act by signing this notice, to the extent allowed by law, we will have only our respective share of the alternative coverage for any act of terrorism under the policy issued by ICRMP.
4. We have been notified of the annual premium for coverage for acts of terrorism as defined in the Act.
5. We hereby **reject** coverage for acts of terrorism as defined in the Act and understand my policy will contain an exclusion for acts of terrorism as defined by TRIPRA, but will otherwise provide limited coverage concerning acts of terrorism as addressed by the ICRMP policy issued annually to Members.

\_\_\_\_\_  
Chief Executive/Administrative Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Print

\_\_\_\_\_  
public office held

\_\_\_\_\_  
City of Hailey

\_\_\_\_\_  
Public Entity Name

**RETURN THIS FORM TO YOUR AGENT OR ICRMP. A COPY OF THIS DOCUMENT IS AS BINDING AS THE ORIGINAL.**

**ATTENTION AGENT: THIS FORM MUST BE SIGNED PERSONALLY BY AN AUTHORIZED OFFICER OF THE INSURED AND RETURNED TO ICRMP.**

*For Policy Year Effective October 1, 2018*

**Return to Agenda**

**AGENDA ITEM SUMMARY**

DATE: 10/01/2018

DEPARTMENT: CDD

DEPT. HEAD SIGNATURE: RD

**SUBJECT:**

Request for approval to hold a special event, the event being Halloween Hoopla, to be held on Main Street, from Myrtle Street to Pine Street (Wednesday, October 31, 2018, from 3:30 p.m. to 6:30 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 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"/> _____              |
| <input checked="" 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:**

Recommendation to approve a special event, the event being Halloween Hoopla, to be held on Main Street, from Myrtle Street to Pine Street (Wednesday, October 31, 2018, from 3:30 p.m. to 6:30 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)

## DECISION

Based on the Application for a Special Event Permit for Halloween Hoopla, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

### Standard Conditions

- a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
- b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
- c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
- d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.
- e. A supporting application is on file and shall be complied with.

### Additional Conditions

- a. Provide a certificate of liability for insurance coverage in the amount of \$1,000,000 naming the City of Hailey as additionally insured.

DATED this 1<sup>st</sup> day of October 2018.

CITY OF HAILEY

By: \_\_\_\_\_  
Fritz Haemmerle, its Mayor

ATTEST:

\_\_\_\_\_  
Mary Cone, City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221

## SPECIAL EVENT AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for Halloween Hoopla, to be held on Main Street, from Myrtle Street to Pine Street (Wednesday, October 31, 2018, from 3:30 p.m. to 6:30 p.m.), plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 1<sup>st</sup> day of October 2018.

APPLICANT:

By: \_\_\_\_\_

\_\_\_\_\_  
(Please sign and print name and title, if applicable)

CITY OF HAILEY:

By: \_\_\_\_\_  
Fritz Haemmerle, its Mayor

ATTEST:

\_\_\_\_\_  
Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221



## SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: HALLOWEEN HOOPLA

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

Public Property       Private Property  
Main Street, MYRTLE to PINE

### 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.

Date(s) of Event	Hours		Estimated # of Attendees
10/31/18	Start Time: 3:30	End Time: 6:30	All Day: 2,000
	Start Time:	End Time:	All Day:
Date(s) of Set-up/Tear-down	Hours		Estimated # Staff
	Start Time:	End Time:	
	Start Time:	End Time:	

### II. FEES

Special Event Permit Application Fee      \$125            \$125.00

Per Day Park Rental Fee      \$300            \_\_\_\_\_

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.

Tax (on park rental fees only)      6%            \_\_\_\_\_

**TOTAL DUE**      \$125.00

### III. ORGANIZATION INFORMATION

Sponsoring Organization: The Chamber - Hailey Wood River Valley

Applicant's Name: Mary Austin Crofts      Title: Executive Director

Address: PO Box 100      City: Hailey      State: ID      Zip: 83333

Telephone Home: 208-788-3484      Mobile: \_\_\_\_\_      FAX: \_\_\_\_\_

Applicant Driver's License #: \_\_\_\_\_      Email: mary@valleychamber.org

### IV. EVENT INFORMATION

New Event: Yes \_\_\_\_\_ No X      Annual Event: Yes X No \_\_\_\_\_      Years Operating 13

Event Category:       Commercial       Noncommercial

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

Description of Event: Costumed Trick or Treaters will walk main street, stopping at businesses to pick up candy.

### V. INSURANCE REQUIREMENTS

A COMPREHENSIVE GENERAL LIABILITY insurance policy must be maintained 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      Agent Name: Lindy Uberugga      Phone: 726-8866 X13  
Updated: 11/9/2016      (Attach any additional pages as needed)

### SPECIAL EVENT ACTIVITIES PLANNED

It is the sole responsibility of the applicant to coordinate activities planned. All event materials and related items are to be furnished by the applicant unless arrangements are made prior to the event. (\*Additional fees may apply.)

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
	X	<b>Street Closures &amp; Access / Parade (if yes)</b> • Street Closure for Special Event Application and detailed map listing areas of closure are required. <i>An ITD permit and separate City form is required for Main Street Closures.</i> • Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods.		X	<b>Alcohol Served or Sold:</b> Requires Alcohol Beverage Catering Permit (Hailey Code 5.13) <b>Provider -</b>
		<b>Barricades</b> If yes, please include a logistics map and # of barricades applicant is providing.		X	<b>Food/Beverages (Caterers) Please List:</b>
		<b>Police/Traffic Control Services</b> (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.) <b>*Police Officers may be required for events serving alcohol. Applicant will be charged \$40/hr. per officer.</b>		X	<b>Booths:</b> Profit / Non-Profit
	X	<b>Barricades</b> If yes, please include a logistics map and # of barricades applicant is providing.		X	<b>Vendors (Items sold/ Solicitation) Please list:</b>
	X	<b>Police/Traffic Control Services</b> (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.) <b>*Police Officers may be required for events serving alcohol. Applicant will be charged \$40/hr. per officer.</b>		X	<b>Vendors (Items sold/ Solicitation) Please list:</b> <b>Canopies/Tents/Temporary Structures -</b> City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 400 sq. ft.  Sizes
		<b>Electricity / Generators:</b>  <b>Size:</b> _____ <b>Medical Services (Circle)</b> EMT - Standby (or) Ambulance *Determination of EMS services is dependent on event size & type. <b>Applicant will be charged \$35/hr. for EMS Standby.</b>		X	<b>Signs or Banners</b> *A separate application and fee are required for street banners.
	X	<b>Electricity / Generators:</b>  <b>Size:</b> _____	<u>ADA</u>	<u>Regular</u>	<b>Portable Toilets / Wash Stations:</b> (Please provide one (1) permanent or portable toilet per 100 people) *Contact Clear Creek Disposal for ordering: 208-726-9600
	X	<b>Medical Services (Circle)</b> EMT - Standby (or) Ambulance *Determination of EMS services is dependent on event size & type.	#	#	<b>Portable Toilets / Wash Stations:</b> (Please provide one (1) permanent or portable toilet per 100 people) *Contact Clear Creek Disposal for ordering: 208-726-9600
			#	#	

		<b>Applicant will be charged \$35/hr. for EMS Standby.</b>  <b>Amplified Sound--</b> (90) dB maximum and sound may only be amplified between the hours of 10am and 10pm.		X	<b>Sanitation:</b> Trash bins, Dumpsters, Recycle (Please provide one (1) six yard dumpster per 500 people) * <b>Contact Clear Creek Disposal for ordering: 208-726-9600</b>
	X	<b>Overnight Camping</b> Please see City for designated areas.  <b>Lighting:</b> please attach plan if applicable.		X	<b>Water:</b> Drinking / Washing
	X	<b>Overnight Camping</b> Please see City for designated areas.		X	<b>Open flame</b> or flame producing devices
	X	<b>Gray Water Barrel / Grease Barrel</b>		X	
				X	<b>Open flame</b> or flame producing devices
				X	<b>Stages:</b> (Number and Size(s))

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: Mary Austin Crofts Date: 9/14/2018



**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 10/01/18 **DEPARTMENT:** Clerk's Office **DEPT. HEAD SIGNATURE** M. Cone

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**SUBJECT**

Approval of Minutes from the meeting of the Hailey City Council on September 10, 2018 and to suspend reading of them.

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**AUTHORITY:**  ID Code 74-205       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.

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**BACKGROUND:**

Draft minutes prepared.

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**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:**

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

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**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

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**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.

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**FOLLOW UP NOTES:**

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**MINUTES OF THE MEETING OF THE  
HAILEY CITY COUNCIL  
HELD SEPTEMBER 10, 2018  
IN THE HAILEY TOWN CENTER MEETING ROOM**

The Meeting of the Hailey City Council was called to order at 5:30 P.M. by Mayor Fritz Haemmerle. Present were Council members Colleen Teevin, Pat Cooley, and Martha Burke. Staff present included City Attorney Christopher P. Simms, City Administrator Heather Dawson, and City Clerk Mary Cone.

Call to order by Mayor Haemmerle 5:29:48 PM

Kaz Thea is not in attendance tonight.

Open Session for Public Comments:

No public comments.

5:30:21 PM CA 336 – grant staffing emergency response grant \$566,000, acknowledge our grant writer, not here tonight and thank her, she deserves a lot of credit.

Ca 147 – Mayor Haemmerle announced that the Wood River homecoming parade is coming up and he encouraged all to attend any of these events, to support our local students.

**CONSENT AGENDA:**

- CA 333 Motion to set two special meetings of the Hailey City Council, on Monday September 17, 2018 and on Monday, October 1, 2018, and to cancel the regular meeting of Monday September 24, 2018. **ACTION ITEM**
- CA 334 Motion to approve Resolution 2018-89, authorizing the mayor's signature on Memorandum of Understanding with Blaine County for administration of Idaho Water Resource Board Grant by which Hailey will receive, through Blaine County from the State, \$84,813 in funds for infrastructure maintenance on Della View streets contingent upon receiving matching funds from Flood Control District No. 9 of \$86,779. **ACTION ITEM**
- CA 335 Motion to approve Resolution 2018-90, authorizing the mayor's signature on Memorandum of Understanding with Flood Control District #9 by which Hailey will receive \$86,779 from Flood Control District toward infrastructure maintenance on Della View streets. **ACTION ITEM**
- CA 336 Motion to approve Resolution 2018-91, authorizing city officials' acceptance of Grant Agreements and Terms for a Staffing for Adequate Fire and Emergency Response (SAFER) grant from FEMA Department of Homeland Security, which will pay \$664,516 in recruitment, retention and training for Hailey and WRFR firefighters over a four-year term. **ACTION ITEM**
- CA 337 Motion to approve Resolution 2018-92, ratifying city officials' acceptance of Grant Agreement for a State of Idaho Department of Health and Welfare subgrant to purchase equipment purchase in the amount of \$2,097.50 for five new pagers. **ACTION ITEM**
- CA 338 Motion to approve Resolution 2018-93, authorizing the mayor's signature on seven applications to place surface water right numbers 37-22773, 37-22774, 37-22775, 37-22776 (four water rights associated with Northridge) and 37-22311, 37-22316, 37-22321 (three water rights associated with Old Cutters) into the Water Supply Bank. **ACTION ITEM**
- CA 339 Motion to approve Resolution 2018-94, and authorize the mayor to sign, Pay Estimate No. 2 in the amount of \$112,880.71, for work completed on the Pathways for People – Croy St. and 2<sup>nd</sup> Ave. project. **ACTION ITEM**

- CA 340 Motion to adopt Resolution 2018-95, approving and authorizing the mayor to sign Change Order No. 2 for an increase of \$11,438.00 for modifications on the Pathways for People – Croy St. and 2<sup>nd</sup> Ave project **ACTION ITEM**.....
- CA 341 Motion to adopt Resolution 2018-96, approving and authorizing the mayor’s signature on Change Order No. 1 to extend the final completion date to October 12, 2018, and to increase the contract price by \$3,307.20 for modifications on the Water System Pressure Reducing Station project **ACTION ITEM**.....
- CA 342 Motion to approve Resolution 2018-97, authorizing contract with Rick Allington for Misdemeanor prosecutions for annual amount of \$45,457 **ACTION ITEM**.....
- CA 343 Motion to approve Resolution 2018-98, authorizing contract for services with Blaine County School District for School Resource Officers; contract amount of \$180,353 **ACTION ITEM**.....
- CA 344 Motion to approve Resolution 2018-99, authorizing contract for housing management services with Blaine County Housing Authority; contract amount of \$3,000 in 4 annual installments, plus bookkeeping services by Hailey City Treasurer **ACTION ITEM**.....
- CA 345 Motion to approve Resolution 2018-100, authorizing renewal of Hailey’s major medical health insurance through Blue Shield’s Gold/Silver/Bronze Direct Small Group Plan. **ACTION ITEM**.....
- CA 346 Motion to approve alcohol license renewals for Hailey businesses **ACTION ITEM**.....
- CA 347 Motion to approve special event, Wood River High School Homecoming Parade to be held on Main Street to Pine Street Friday October 12 from 3 pm to 4 pm **ACTION ITEM**.....
- CA 348 Motion to approve special event, Bloom Mobile Market at Balmoral Apartments on Thursdays beginning September 6 through November 8 from 5:30 pm to 6:30 pm **ACTION ITEM**.....
- CA 349 Motion to approve Findings of Fact and Conclusions of Law on a Lot Line Adjustment by David and Jacqueline Hennessy, wherein Lots 1-12, the 13’ portion of the vacated alley adjacent to Lots 1-12, and the 20’ portion of the vacated Carbonate Street adjacent to Lot 1, are reconfigured to create Lots 1A, 2A and 3A. The reconfiguration of the lots forms three lots, Lot 1A, comprising of 19,265 square feet, Lot 2A, comprising of 13,284 square feet and Lot 3A, comprising of 9,963 square feet. The project is located at 666 East Carbonate Street, Section 9, T.2 N., R.18 E., B.M.; City of Hailey, Blaine County, Idaho, within the Limited Residential (LR-1) Zoning District **ACTION ITEM**.....
- CA 350 Motion to approve minutes of August 13, 2018 and to suspend reading of them **ACTION ITEM**.....
- CA 351 Motion to approve minutes of August 21,2018 and to suspend reading of them **ACTION ITEM**.....
- CA 352 Motion to ratify claims paid in late August for expenses incurred during the month of July, 2018, and claims for expenses due by contract in August, 2018 **ACTION ITEM**.....
- CA 353 Motion to approve claims for expenses incurred during the month of August, 2018, and claims for expenses due by contract in September, 2012 **ACTION ITEM**.....

5:31:54 PM CA 334 pulled by Dawson  
 CA 335 – pulled by Mayor Haemmerle

**5:32:19 PM Teevin moved to approve all consent agenda items minus CA 334 and CA 335, seconded by Cooley, motion passed with roll call vote. Teevin, yes. Burke, yes. Cooley, yes.**

5:32:59 PM CA 334 Dawson, changed the document a revised document has been handed out. The big picture is that the City of Hailey and Blaine County filed a grant application with the Idaho Department of Water Resources Board. That grant was approved for \$306,000, involves 2 pieces, in stream work, responsibility of the County and second is the project by Brian Yeager, regarding drainage in Della View, which is the more expensive part of the grant. Today, the flood control Board pledged \$86,779 to us (City) for aid in these repairs.

**5:35:33 PM Cooley moves to approve CA 334 & CA 335, seconded by Burke, motion passed with roll call vote. Teevin, yes. Burke, yes. Cooley, yes.**

## MAYOR'S REMARKS:

5:36:19 PM Mayor Haemmerle announces we are going to show a video on use of bike lanes similar to our updated 2<sup>nd</sup> Ave. A YouTube video. Mayor Haemmerle explains the use of the new lanes. Bikes always have the right of way in these lanes.

This video is on our City of Hailey Facebook page and will be put on the city's website.

5:40:14 PM Brian Yeager announce that new stop signs will be put on the side streets off of 2<sup>nd</sup> Ave.

## APPOINTMENTS AND AWARDS:

*AA 354 Consideration of Resolution 2018-\_\_\_\_\_, appointing Bob Wiederrick to Hailey Parks and Lands Board to fill the term of Dean Hernandez, which expires December 31, 2020 ACTION ITEM*

5:40:34 PM Mayor Haemmerle opens this item. Bob has done a lot of outstanding work for City of Hailey, in fundraising with his involvement in Kiwanis Club and deserves a lot of recognition for it.

**Motion to approve Resolution 2018-101 – appointing Bob Wiederrick to the vacancy left by Dean Hernandez, term expiring December 2020 made by Burke, seconded by Cooley, motion passed with roll call vote. Teevin, yes. Burke, yes. Cooley, yes.**

*AA 355 Consideration of Resolution 2018-\_\_\_\_\_, appointing Jim Finch to Mountain Rides Transportation Authority for a 3-year term, which expires October, 2021 ACTION ITEM*

5:41:44 PM Mayor Haemmerle opens this item and asks for a motion from council.

**Motion to approve Resolution 2018-102 – appointing Jim Finch to the Mountain Rides Board, term expires October 2021 made by Burke, seconded by Teevin, motion passed with roll call vote. Cooley, yes. Burke, yes. Teevin, yes.**

## PUBLIC HEARINGS:

*PH 356 Consideration of the Pathways for People – Myrtle St. Connector Preliminary Design from Galena Engineering ACTION ITEM*

5:42:42 PM Mayor Haemmerle represents Ed Uhrig, rather is his client and a nearby property owner to this application, so he will recuse himself and ask Martha Burke to chair the meeting.

Martha Burke takes a seat at the Mayor's place and Mayor Haemmerle steps away from the council bench.

Brian Yeager noticed that one of the team members is running behind and asks the Mayor if he would like to come back to this item and proceed with the Galena building item. Mayor Haemmerle moves on to Galena Condominiums item.

*PH 357 Consideration of a Final Plat Application for Galena Building, previously known as Galena Condominiums, represented by Sean Flynn of Galena Engineering, where Lots 11, 12 and N. 25' of Lot 13, Block 64, Hailey Townsite (516 North Main Street) are converted into a mixed-use condominium project. The project contains two (2) commercial units, two (2) short-term occupancy (commercial units) and three (3) residential units. This project is located in the Business (B) and Townsite Overlay (TO) Zoning Districts. ACTION ITEM*

Sean Flynn, Galena Engineering is here for any questions. 5:44:23 PM Lisa Horowitz opens and mentions that this project is also known as Myrtle Street mixed use building, staff has no issues at this time.

5:44:56 PM Sean Flynn is here for any questions.

No public comments.

**5:45:26 PM Burke moves to approve Final Plat for Galena Building at 516 N. Main Street, moving forward with conditions A-F, seconded by Cooley. Motion passed with roll call vote. Cooley, yes. Burke, yes. Teevin, yes.**

*PH 358 Consideration and Second Reading of an amendment to Title 17, Section 17.05.040 District Use Matrix, to create a new Overlay Zone, "Downtown Housing Overlay District". This District will be a new Chapter 17.04R, which includes general application, bulk requirements, density and parking space requirements for apartments averaging 600 square feet in size (Ordinance No. 1238 and Summary). An amendment to the City of Hailey Zone District Map, "Downtown Residential Overlay", updated with map amendments from the August 13, 2018 Council meeting to exclude of all lands east of the alley between Main Street and First Avenue (Ordinance No. 1239) (will be continued on September 17, 2018 meeting) ACTION ITEM (no documents)*

5:46:26 PM Lisa Horowitz explains this item. Staff noticed this incorrectly for Sept 10<sup>th</sup> and suggest that council continue on record for Sept 17<sup>th</sup>. Horowitz, removed some areas on the east side of the area.

No public comments.

5:48:20 PM burke moves to continue 9/17, seconded, listen. Teevin, first.

*PH 356 Consideration of the Pathways for People – Myrtle St. Connector Preliminary Design from Galena Engineering ACTION ITEM (Continued)*

5:48:59 PM Brian Yeager gives the background of this item, mentioning the public meetings open houses that have been held for this project. At first the idea was to have a detached bike path from the road, now it is not. The project is divided into 3 areas. The project schedule, final design submittal is, October 1<sup>st</sup> is the date right now. With Nov. 1<sup>st</sup> as the Engineer's deadline. The Bid period opens February 15<sup>th</sup>, with next May 2019, for start of construction. The driving things, retaining wall on the south east end.5:53:25 PM.

5:53:46 PM Sean Flynn, with Galena Engineering speaks and is speaking in place of Jeff Loomis who is not here yet. Flynn asks if anyone has any questions. Burke would like to see the design a bit larger. Burke, asks about the financial short-fall how are we paying for this? Yeager, addresses the question. There is more money in the Pathways for People project fund, and also Galena is looking at different ways to look at the retaining wall construction, and thinks local bids will be less than JUB's estimates. Engineers have also been exploring 11 feet to 10 feet lanes to save money. Snow removal would be a challenge but it is possible. 5:59:08 PM Teevin and Yeager discuss snow plowing with a 10 foot road.

6:00:21 PM Jeff Loomis presents to council with Galena Engineering. Loomis explains the path will be an attached street side path with rumble strips, from 5<sup>th</sup> Street to the alley behind Subway. Cross striping will be green. 6:02:18 PM Yeager, goal was to have a colored path, but we are looking at just the asphalt color. We will have arrow markings to indicate intersections coming up soon. We are trying to improve the crossing walk on Main street to have flashing indicators to both sides of Main street traffic. 6:05:14 PM As the path comes down Myrtle Street to 5<sup>th</sup>, there is a little jog in the path to create separation between cars and bikes. Loomis explains, at 4<sup>th</sup> street the path transitions to a curb and gutter section between the street and the path. And the retaining wall on the other side of the path. One of the big concerns during the public comment sessions, was the steepness of this hill.

6:11:41 PM Burke asked what the material is for the retaining wall. Loomis answered, preliminary design, concrete right now, maybe add some art. Teevin wonders if it is a good space for some public art.

6:12:43 PM Cooley asked Loomis to go from Main and go up a little ways. 6:13:48 PM Yeager is concerned about the path, driving over it and carrying gravel, extending the pavement to help clean off tires as they pass over the path.

6:15:27 PM Burke, some corner sidewalks in Hailey are bumped, and slippery, there is a texture. Can anything be added? Loomis, no texturing proposed, a path similar to the wood river trail is what we are planning. Cooley asked how tall is the retaining wall? Loomis, at highest 8 feet with 4-6 feet exposed.

6:17:21 PM Yeager, asked Loomis to talk about the iterations discussed. Loomis, we started out with a detached path on the south side, to avoid utilities and water main lines on the hillside. That's why we ended up with a path on the north side and attached, the retaining wall may not need to be this tall, we are looking at this to see if we can drive the cost down. The water main might be able to stay where it is, and may not have to move the fiber optic line.

Public comments:

6:21:23 PM Ken Lagergren Hailey resident, the new rumble strip on Croy Street is very good, it provides plenty of warning if you are riding on a bike. If you ride on the rumble strips, easy to ride, it would wake up cars and presents no hazard to anyone. Drainage has been addressed in problem areas, it could encroach in pathway if not addressed. On the bumpy strips at intersections, those are slippery in winter plastic coating can be slippery when wet, asphalt is more grippy. Overall, this looks very good.

6:23:56 PM Bob MacLeod Hailey resident– is there going to be a fence on top of the retaining wall? He wonders if it is a safety concern if a wall is not put there. MacLeod's driveway will need to be dropped again, and water line will have to be dropped to not freeze.

6:25:47 PM Jenna Lagergren speaks, points to the maps, 2 power poles across the street, high above the street, 12 feet from street edge to the sewer cap on that side. Are there any other utilities on the south side of the street? If the trees were cut down, you could gain solar benefit on the path, by moving the path to this side of the street and saving money by not putting in a retaining wall. Lagergren suggests a wider lane for bikes to remove the conflict with cars. Extra pavement on south side would off-set not building the wall. Lagergren suggests art on the wall.

6:31:42 PM Brian Yeager, Ed Uhrig provided verbal public comments today, Uhrig is concerned about the loss of parking on the west side of the frontage. He would be opposed to path at this location at the expense of his parking.

6:33:08 PM Yeager is asking for council to make a motion as is or with changes so the engineer can move forward.

6:33:36 PM Cooley, we hire good engineers, and we should listen to them. Cooley is good with the design as presented. Cooley agrees with the idea on the art on the wall.

6:34:31 PM Burke would like to see art on the wall and want to try to slow down bikes on the hill, not sure how that would work.

6:35:07 PM Teevin asked, does shifting the wall south help? Loomis responded, that is what we are looking at now. There is no railing on top of the wall, there is a ditch, don't expect many people on it. Truncated domes, are required for seeing impaired citizens.

6:38:38 PM Brian Yeager on Croy Street there is a sidewalk and a bike path, the sidewalk has the truncated domes for pedestrian, they are not on the bike path.

6:39:37 PM Lagergren, speaks again, natural drainage is very good.

6:40:21 PM Cooley asks about Uhrig's public comments, should we consider changing the design? Loomis replies, I work for you, you tell me where you want the path to go.

**6:42:31 PM Teevin moves to approve design as presented and authorizes moving forward, Cooley seconds, roll call vote. Burke, yes. Cooley, yes. Teevin, yes.**

**NEW BUSINESS:**

*NB 359 Consideration of Resolution 2018-\_\_\_\_, authorizing an Annexation Review Agreement between 2-IT Ranch, LLC and the City of Hailey regarding annexation review of a 12.919-acre lot north of Hailey in the Hailey Area of City Impact adjacent to Highway 75 and Northridge Subdivision, stipulating that 2-IT Ranch, LLC fund consulting and staff services necessary to analyze the annexation proposal for the amount of \$10,000. The Annexation includes a PUD and Preliminary Plat, and consists of ten (10) residential units, a par 3 nine-hole golf course, clubhouse with restaurant, outdoor event area and parking area(s) **ACTION ITEM***

**6:43:38 PM** Horowitz opened, this is the first step in the process, this property is in the Area of City Impact. Only action tonight, is to approve resolution authorizing the Annexation Review Agreement, then this item will go back to the Planning and Zoning Commission for negotiations, and applicant will pay the city for staff time and studies to be done.

**6:45:44 PM** Sean Flynn speaks for applicant, will answer any questions.

**6:46:16 PM** Sarah York, applicant speaks, she wants to provide recreation, is excited about this project, her heart and soul is in it.

**6:47:43 PM Burke moves to approve Resolution 2018-103, Annexation Review Agreement, seconded by Cooley, motion passed with roll call vote. Teevin, yes. Burke, yes. Cooley. Yes.**

*NB 360 Consideration of Alcohol Waiver for 516 North Main St. for restrictions on the sale of liquor within 300 ft of a school or church property, Tundra Restaurant **ACTION ITEM***

**6:49:36 PM Burke moves to waive restrictions on alcohol sales close to school or church for Tundra Restaurant, seconded by Cooley, motion passed. Cooley, yes. Burke, yes. Teevin, yes.**

**OLD BUSINESS:**

*OB 361 Consideration of Resolution 2018-\_\_\_\_, authorizing Vacation Deed and for the Mayor to sign AND 3rd Reading of Ordinance No.1240, an ordinance authorizing a previously approved vacation of public right-of-way: the vacation of a remaining portion of alley approximately 20' wide by 26' long adjacent to the south of E Cedar St between Lots 1 & 13 of Hailey Block 137 **ACTION ITEM***

**6:50:16 PM** Resolution 2018-104, vacation deed, Horowitz, clean up matter, city engineer removed the word alley from legal description in the version received tonight.

2 motions:

**Burke moves to proceed with 3<sup>rd</sup> reading of Ordinance No. 1240, authorize the Mayor to sign, read by title only, Teevin seconded. Cooley, yes. Burke, yes. Teevin, yes.**

**6:51:51 PM Haemmerle conducts the 3<sup>rd</sup> Reading of Ordinance No. 1240, by title only**

*OB 362 2nd reading of Ordinance No.1241, annual appropriation, authorizing the expenditure of \$13,633,526 for FY 2019 ACTION ITEM*

**6:52:53 PM Mayor Haemmerle conducts the 2<sup>nd</sup> reading of Ordinance No. 1241, by title only.**

**STAFF REPORTS:**

6:53:40 PM Horowitz reported, in last Tuesday's meeting, the Blaine County Commissioners donated a 15-foot strip of land for the Hailey Ice expansion of the café.

6:54:53 PM Dawson Kaleidoscope art, the Janice Seagraves Foundation will be donating an interactive kaleidoscope, and the artist will deliver it towards the end of next week. It will go at McKercher Park.

6:56:19 PM Teevin, bike path on Croy street is getting well used. Are there plans for stencils? Yeager, we are doing that soon. Yeager wants to adhere all of the thermoplastic then consider the decals.

6:57:45 PM Chris Pomeroy present if council has questions on the grant on the agenda. Mayor asked Pomeroy to discuss larger aircraft coming to the airport. 6:58:37 PM 100 foot wing span, modification standard, next year, flight testing a 104 foot wing span, over the past several months, they have been discussing the potential on the clearance of this particular aircraft, FMA is working with the FAA, to implement some tweaks to make it possible to run this plane in and out of Friedman. This is corporate jet not commercial. 7:00:46 PM Mayor Haemmerle, we cannot prevent the aircraft from landing here, but we don't want the private entities dictating changes to our airport. Pomeroy understands this point, Haemmerle is making.

Burke asks, do we have to sterilize the taxiway? Pomeroy, no we don't. Teevin asks what this is? Pomeroy explains, no traffic while it is present, runways and taxis can run separate. 7:03:53 PM Pomeroy was notified last weekend that he was recently appointed to the North West Association of Airplane Executives Board of Directors for next 2 years.

**7:04:49 PM With no further business, Burke moves to adjourn, Cooley seconds, motion passed with roll call vote. Cooley, yes. Burke, yes. Teevin, yes.**

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 10/01/18 **DEPARTMENT:** Clerk's Office **DEPT. HEAD SIGNATURE** M. Cone

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**SUBJECT**

Approval of Minutes from the meeting of the Hailey City Council on September 17, 2018 and to suspend reading of them.

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**AUTHORITY:**  ID Code 74-205       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.

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**BACKGROUND:**

Draft minutes prepared.

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**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:**

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

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**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

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**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.

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**FOLLOW UP NOTES:**

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**MINUTES OF THE MEETING OF THE  
HAILEY CITY COUNCIL  
HELD SEPTEMBER 17, 2018  
IN THE HAILEY TOWN CENTER MEETING ROOM**

The Meeting of the Hailey City Council was called to order at 5:30 P.M. by Mayor Fritz Haemmerle. Present were Council members Colleen Teevin, Kaz Thea, Pat Cooley, and Martha Burke. Staff present included City Attorney Christopher P. Simms, City Administrator Heather Dawson, and Deputy Clerk Nancy Arellano.

Colleen Teevin attended the meeting via conference call.

5:30:47 PM Mayor Haemmerle called the meeting to order.

Open Session for Public Comments:

Peter Lobb, read the article about the URA last week. It seems that the money that the developer is putting out to do a certain project on city right of way. This money seems to be kicking back overtime from the URA funds. The URA funds are taxpayer funds. Is it the best way to use those funds? Lobb, not sure if this is the best way to go. Martha Burke answers, the URA is established to do this. It is the funding mechanism to encourage new businesses who will overtime increase the tax base substantially so it helps a process get rolling. Yes, you're right not everyone would qualify but this project does. It is by definition what the URA is designed to do. Lobb, is it required that the URA give them money or is it requested? Haemmerle, there's a URA board that the requests are made. Burke, it is discretionary and there's a formula. Dawson, they're going to be developing that formula and policy at their next meeting. Horowitz instructed to look up next meeting date.

CONSENT AGENDA:

- CA 367 Motion to approve Resolution 2018-107, accepting from the Seagraves Foundation a donated interactive art piece, a kaleidoscope, to be installed at McKercher Park **ACTION ITEM**.....
- CA 368 Motion to approve Resolution 2018-108, authorizing city officials' acceptance of Grant Agreements and Terms for a FEMA Hazards Mitigation Grant issued through the Idaho Office of Emergency Management, for \$101,000 in funding to retrofit critical infrastructure, the Hailey Fire Station **ACTION ITEM**.....
- CA 369 Motion to approve Resolution 2018-104, authorizing contract for services with Wood River Fire Protection & Rescue for Hailey City staff support of WRFD in the amount of \$89,427 **ACTION ITEM** .....
- CA 370 Motion to approve Resolution 2018-105, authorizing contract for services with Animal Shelter of Wood River Valley to pay for housing of impounded animals; contract amount of \$16,000 **ACTION ITEM**.....
- CA 371 Motion to approve Resolution 2018-106, authorizing an agreement between the City of Hailey, Bullion Square, LLC and artist Ann Hastings for the installation of asphalt mural art adjacent to the public sidewalk in the Bullion Square parking area. **ACTION ITEM**.....

- CA 372 Motion to approve special event, 1<sup>st</sup> Annual Hailey Hispanic Heritage Festival USA, to be held at McKercher Park on Saturday September 22 from 9 am to 8 pm ACTION ITEM .....
- CA 382 Motion to approve the Findings of Fact, Conclusions of Law and Decision regarding the Final Plat Application for Galena Building, previously known as Galena Condominiums, represented by Sean Flynn of Galena Engineering, where Lots 11, 12 and N. 25' of Lot 13, Block 64, Hailey Townsite (516 North Main Street) are converted into a mixed-use condominium project and authorize the Mayor to sign. ACTION ITEM .....
- CA 373 Motion to approve claims for expenses incurred during the month of August, 2018, and claims for expenses due by contract in September, 2018 ACTION ITEM .....
- CA 374 Motion to approve Treasurer's report for the month of August ACTION ITEM (no documents)

5:34:24 PM CA 372, pulled by Mayor Haemmerle for comment. The 1<sup>st</sup> annual Hailey Hispanic Heritage Festival. Mayor Haemmerle encourages all to go to the event and support a Hailey event.

**Burke moved to approve all consent agenda items, seconded by Cooley, motion passed with roll call vote. Teevin, yes. Burke, yes. Cooley, yes. Thea, yes.**

**MAYOR'S REMARKS:**

MR 376 *Mayor's For Life - Voter Registration Effort* (no documents)

5:35:30 PM Haemmerle, Mayor's For Life is an effort by young people to get support from mayors and encourages people to vote. September 25<sup>th</sup> is National Voter Registration Day. Haemmerle encourages the younger people to go and vote. Haemmerle reads a statistic. Millennials are now as large of a political force as baby boomers according to the analysis of the US Census Data from the Pew Research Center. There's an article in the Atlantic Magazine, between 1964 and 2012, youth voter turn out in presidential elections has fallen below 50% Mayor Haemmerle again encourages the younger people to go and vote. Mayor Haemmerle signed a letter today to Wood River High School and Silver Creek High School, Sage School, and the Sun Valley Community School, encouraging kids to register to vote. Registration can be done at the Hailey Library on September 25<sup>th</sup>. Thea adds, people should get out and vote. Haemmerle, yes, everyone go and vote.

**PUBLIC HEARINGS:**

PH 376 *Consideration and Second Reading of an amendment to Title 17, Section 17.05.040 District Use Matrix, to create a new Overlay Zone, "Downtown Housing Overlay District". This District will be a new Chapter 17.04R, which includes general application, bulk requirements, density and parking space requirements for apartments averaging 600 square feet in size (Ordinance No. 1238 and Summary). An amendment to the City of Hailey Zone District Map, "Downtown Residential Overlay", updated with map amendments from the August 13, 2018 Council meeting to exclude of all lands east of the alley between Main Street and First Avenue (Ordinance No. 1239) ACTION ITEM.....*

5:38:22 PM Horowitz opens, this is the 6<sup>th</sup> public hearing on the Downtown Residential Overlay. In the August meeting, Council member Cooley proposed removing everything on the East of

the alley between Main St. and 1<sup>st</sup> Ave from the Overlay so there will be a straight line down the alley. It was re-noticed to over 300 property owners.

Mayor Haemmerle opens for public comment.

5:40:09 PM Bob Macleod, Hailey resident, It's an important step. Not positive if it is the right one but something is being done. It's very important to try to help people to have a place to stay. It's an option for builders.

5:40:39 PM Jay Cone, Hailey resident requests to Council to expedite this.

5:40:57 PM Kim Taylor, owner on Chestnut and River St., agrees with Cone to expedite this. As a landowner, has a project to get going and start come Spring.

5:41:36 PM Haemmerle encourages to waive the second reading. Horowitz, Summary for Ordinance No.1238. Ordinance No. 1239 is the map but there is no summary.

5:42:12 PM **Thea motions to waive the 2<sup>nd</sup> Reading and conduct the 3<sup>rd</sup> Reading, authorize the Mayor to sign, approve for discussion, seconded by Burke for discussion.**

**Cooley, what we're prepared to read and vote on is the proposed removal of the popouts, is that correct? Cooley is good to go if so. Horowitz confirms, yes, we've removed 2 box area popouts as requested by council. It does include the blue part on River Street.**

Simms clarifies, that the procedural motion has been made to waive the 2<sup>nd</sup> Reading of the Ordinance No. 1238 but no voting has occurred on the motion. Mayor Haemmerle then asks council to vote.

5:44:13 PM **Thea's earlier motion to waive 2<sup>nd</sup> Reading Ordinance No. 1238, seconded by Burke is passed by a roll call vote. Teevin, yes. Burke, yes. Cooley, yes. Thea, yes.**

**Burke motions to proceed with the 3<sup>rd</sup> reading of Ordinance No. 1238 read by title only, adopt the summary and authorize the Mayor to sign, seconded by Cooley. Teevin, yes. Burke, yes. Cooley, yes. Thea, yes.**

5:45:31 PM **Burke moves to waive the 2<sup>nd</sup> Reading of Ordinance No. 1239, and Thea seconds. Motion passed with roll call vote. Thea, yes. Cooley, yes. Burke, yes. Teevin, yes.**

**Burke motions to adopt Ordinance No. 1239, conduct 3<sup>rd</sup> reading by title only and authorize the Mayor to sign, seconded by Cooley. Motion passed with roll call vote, Thea, yes. Cooley, yes. Burke, yes. Teevin, yes.**

*PH 377 Consideration of a City-Initiated Text Amendment to Title 17.07: Supplementary Location and Bulk Requirements, 17.07.010: Supplementary Yard Setback Requirements, 17.07.010F: Side Yard Setbacks of Normal Corner Lot and 17.07.010G: Reverse Corner Lots, reference these code sections as footnotes in Title 17.05, Office Zoning Map and District Use Matrix, 17.05.040: District Use Matrix. ACTION ITEM.....*

5:46:28 PM Horowitz speaks, this is primarily a clean up item. In the zoning code, almost all the setback rules are set out of the district use base. Community Development receives multiple calls

in a day checking on setbacks. A couple setbacks in the code are buried. It has to do with corner lots and reverse corner lots. It's unclear to the public and hard for staff to remember. It was brought to P&Z. P&Z recommends footnoting them in the matrix. The idea is if on a corner lot, you have a little bit more setback. We felt it was creating good continuity.

Haemmerle opens for public hearing.  
There were no public comments.

**5:48:36 PM Cooley motions to conduct the 1<sup>st</sup> reading of Ordinance No. 1242 by title only, seconded by Thea. Motion passed with roll call vote. Thea, yes. Cooley, yes. Burke, yes. Teevin, yes.**

**Mayor Haemmerle conducts the 1st reading of Ord. No. 1242 by title only.**

*PH 378 Consideration of name change recommended by the Hailey Parks and Lands Board for Balmoral Park ACTION ITEM.....*

5:51:03 PM Dawson opens. The Hailey Parks and Lands Board met to consider this and made a recommendation. A few years ago, the City decided to upgrade the park to a city-wide park from a neighborhood park. It is easily misunderstood when a park carries a subdivision name that it might be a neighborhood park. This is one of several park Kiwanis has championed.

5:52:30 PM Mayor Haemmerle opens for public comment.  
There were no public comments.

Mayor Haemmerle is a huge supporter of the name change. It is one of City of Hailey's up and coming parks. It is becoming a very substantial city park. Nobody has done more for our parks than the Kiwanis Club in past years. They've been a huge supporter of our parks. They've fund raised for playground equipment. Mayor Haemmerle cannot think of a better name for this park. Burke adds, add that we have a precedent in RotaRun, which was started by the Rotary Club, so it is not a random thing.

**5:53:38 PM Thea motions to change the official name of Balmoral Park to Kiwanis Park with Resolution 2018-109, motion seconded by Cooley. Teevin, yes. Burke, yes. Cooley, yes. Thea, yes.**

**OLD BUSINESS:**

*OB 379 3rd reading of annual appropriation Ordinance No.1241, authorizing the expenditure of \$13,633,526 for FY 2019 ACTION ITEM.....*

**5:55:15 PM Cooley motions to approve Ordinance No. 1241, authorizing the expenditure of \$13,633,526 for FY 2019, seconded by Burke. Passed with a roll call vote. Thea, yes. Cooley, yes. Burke, yes. Teevin, yes.**

**Mayor Haemmerle conducts the 3<sup>rd</sup> reading of Ordinance No. 1241, by title only.**

OB 379 Motion for reconsideration of the 3rd reading of Ord. No. 1240 on the E Cedar St. Vacation of right-of-way ACTION ITEM.....

5:57:46 PM Simms, this is to clean up. The 3rd reading was done last week. Staff recognized an error after the meeting. There was a change in the legal description between the vacation deed and the ordinance. The language in the Ordinance has been cleaned up.

5:59:14 PM Burke moves to open for reconsideration of the 3rd reading which occurred September 10th, seconded by Cooley. Teevin, yes. Burke, yes. Cooley, yes. Thea does not vote as she was not present at the last meeting.

6:00:06 PM Burke motions to approve Ordinance No. 1240 conduct the 3rd Reading by title only authorize the Mayor to sign, seconded by Cooley. Passed by a roll call vote. Thea, yes. Cooley, yes. Burke, yes. Teevin, yes.

Mayor Haemmerle conducts the 3rd reading of Ordinance No. 1240, by title only.

**STAFF REPORTS:**

SR 380 Draft agenda for Planning and Zoning.....

SR 381 Draft agenda for City Council.....

6:01:01 PM

Aberbach, a few things. There's a JPA meeting on Wednesday at 4:30 p.m. Last week, the Fire Dept. fed the Wood River High School football team. Also took part in the Harvest Fest with 500 pieces of chicken. Excited to work on a seismic grant that was approved tonight on the Fire Station to retrofit.

Yeager, there's lots of projects going on around town. Yeager gives an update on the Pathways for People project. The contractor is trying to finish curve bowl at the Courthouse by Wednesday. There are signs out on 2nd Ave. Continuing to put out additional signs. Street dept. working on customized signs to put along that route.

Mayor Haemmerle encourages to finish the project as soon as possible. The fact that the bowl is not completed is prohibiting people from fully enjoying the use of the bike path on Croy St. Yeager, agrees. It's an obstruction, no continuity, no connectivity at this point. Yeager states he talks to the contractor regularly and doing what they can to try to get the project done.

6:03:05 PM Dawson hands out Airport Executive Summary for the new master plan at the Airport. Dawson speaks as Horowitz displays photos of the new kaleidoscope. A thank you letter will be mailed out. The kaleidoscope was given from the Seagraves Foundation. Mayor Haemmerle recounts he received a phone call from Penny Parker, an attorney who represents the Seagraves Foundation. Parker said the Seagraves were purchasing a similar one for the City to Twin Falls and they wanted to get one for City of Hailey. Haemmerle, the Seagraves are great donors to the City. Mayor Haemmerle thanks the Seagraves Foundation.

6:05:00 PM Horowitz reminds Council the next URA meeting is on October 17<sup>th</sup> at 10:30 a.m. Dawson also reminds Council the next City Council meeting is on October 1<sup>st</sup>. The next one after that is October 22<sup>nd</sup>.

Thea, excited to see the Pathways for People project. She rode on 2<sup>nd</sup> Ave. Thea has heard comments. It will take a while for people to understand how to use it. First and foremost, people are going slow. Burke, right now there's less traffic because people are taking 3<sup>rd</sup> Ave. Haemmerle, it looks good. Keep driving defensively, be careful, and give bicycles the right of way always. Thea, once we complete Croy, the comments about the lack of parking will be realized through the benefit of the biking on the street and the walking. It will be used. it's comfortable, it's good looking. Haemmerle, yes it's coming together.

**EXECUTIVE SESSION:** Real Property Acquisition (IC 74-206(1)(c)), Pending & Imminently Likely Litigation (IC 74-206(1)(f)), and/or Personnel (IC 74-206(1)(a/b))

6:07:42 PM Simms announces no executive session is needed tonight.

**Cooley motions to adjourn meeting seconded by Thea. Motion passed unanimously.**

**Return to Agenda**

AGENDA ITEM SUMMARY

DATE: 10/1/2018      DEPARTMENT: Finance & Records      DEPT. HEAD SIGNATURE: MHC

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SUBJECT

Council Ratification of Claims costs incurred during the month of September 2018.

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AUTHORITY:    ID Code 50-1017       IAR \_\_\_\_\_       City Ordinance/Code \_\_\_\_\_

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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.

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ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

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

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RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

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

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FOLLOW UP NOTES:

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Report Criteria:

- Computed checks included
- Manual checks included
- Supplemental checks included
- Termination checks included
- Transmittal checks included
- Void checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
08/30/2018	PC	09/06/2018	90619	ARELLANO, NANCY	8005	1,003.21-
08/30/2018	PC	09/06/2018	90620	CONE, MARY M HILL	8009	1,159.78-
08/30/2018	PC	09/06/2018	90623	STOKES, BECKY	8013	1,677.29-
08/30/2018	PC	09/06/2018	90621	DAWSON, HEATHER M	8014	1,803.25-
08/30/2018	PC	09/06/2018	90618	ANDERSON, TRACY	8021	1,054.21-
08/30/2018	PC	09/06/2018	90622	MATTESON, JONNA C	8057	1,204.66-
08/30/2018	PC	09/06/2018	90625	DAVIS, ROBYN K	8060	1,164.28-
08/30/2018	PC	09/06/2018	90626	HOROWITZ, LISA	8049	1,718.62-
08/30/2018	PC	09/06/2018	90624	BUNDY, REBECCA F	8098	379.33-
08/30/2018	PC	09/06/2018	90627	PARKER, JESSICA L	8111	1,038.70-
08/30/2018	PC	09/06/2018	90633	ERVIN, CHRISTIAN C	8185	1,081.30-
08/30/2018	PC	09/06/2018	90628	ABERBACH, CRAIG S	8175	2,664.02-
08/30/2018	PC	09/06/2018	90636	HOOVER, JAMES T	9002	58.88-
08/30/2018	PC	09/06/2018	90641	MCNEES, ELI	9003	115.36-
08/30/2018	PC	09/06/2018	90638	LANG, JEREMY W	9004	24.65-
08/30/2018	PC	09/06/2018	90645	REAY, PATRICIA L	9005	86.17-
08/30/2018	PC	09/06/2018	90631	CHANEY, JACOB A	9015	232.73-
08/30/2018	PC	09/06/2018	90637	KNOX III, RUSSELL B	9024	339.62-
08/30/2018	PC	09/06/2018	42812	JONES, COLTON L	9029	24.94-
08/30/2018	PC	09/06/2018	90642	MILEY, SCOTT	9034	94.25-
08/30/2018	PC	09/06/2018	90634	HEITZMAN, KRISTY L	9103	625.47-
08/30/2018	PC	09/06/2018	90648	WARD, CASEY R	9099	283.20-
08/30/2018	PC	09/06/2018	90640	MARTIN, SETH J	9032	5,177.82-
08/30/2018	PC	09/06/2018	42811	GRIFFITH, ERIN S	9014	
08/30/2018	PC	09/06/2018	90630	BOATMAN, MICHAEL L	9006	96.14-
08/30/2018	PC	09/06/2018	90629	BALEDGE, MICHAEL S	9054	2,675.31-
08/30/2018	PC	09/06/2018	90632	EMERICK, DANIELLE A	9081	585.33-
08/30/2018	PC	09/06/2018	42810	FIELDS, JOSHUA	9109	29.56-
08/30/2018	PC	09/06/2018	90639	LOHRKE, CONNOR W	9008	58.63-
08/30/2018	PC	09/06/2018	90643	MURPHY, JOSHUA Z	9011	224.33-
08/30/2018	PC	09/06/2018	90644	NALDER, CALVIN K	9049	483.06-
08/30/2018	PC	09/06/2018	90646	STOCKING, WINDI G	9023	780.53-
08/30/2018	PC	09/06/2018	90647	VINCENT, BRIAN A	9113	201.00-
08/30/2018	PC	09/06/2018	90635	HOFF, NATHAN A	9050	68.45-
08/30/2018	PC	09/06/2018	90653	THEA, KAREN J	8106	627.25-
08/30/2018	PC	09/06/2018	90649	BURKE, MARTHA	8074	726.25-
08/30/2018	PC	09/06/2018	90651	HAEMMERLE, FRITZ X.	8076	1,711.20-
08/30/2018	PC	09/06/2018	90650	COOLEY, PATRICK L	8079	227.25-
08/30/2018	PC	09/06/2018	90652	TEEVIN, COLLEEN E	8081	706.44-
08/30/2018	PC	09/06/2018	90661	MORALES, TRACI RAE	8089	315.16-
08/30/2018	PC	09/06/2018	90654	COLVILL, LEA N	8092	696.21-
08/30/2018	PC	09/06/2018	90660	MILLS, CAITLYN A	8061	896.49-
08/30/2018	PC	09/06/2018	90662	PRIMROSE, LAURA A	8102	808.30-
08/30/2018	PC	09/06/2018	90656	DOLCE, DEIDRE	8113	961.25-
08/30/2018	PC	09/06/2018	90659	GRIGSBY, MICHAL J	8114	824.61-
08/30/2018	PC	09/06/2018	90658	GELSKEY, LEANN R	8262	1,541.24-
08/30/2018	PC	09/06/2018	90657	DREWIEN, LYNETTE	8271	950.20-
08/30/2018	PC	09/06/2018	90655	CROTTY, JOSHUA	8283	854.99-
08/30/2018	PC	09/06/2018	90668	REYES, ANTONIO	8238	1,041.55-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
08/30/2018	PC	09/06/2018	90665	HOLVERSON, DAVID M	8115	988.30-
08/30/2018	PC	09/06/2018	90666	LAPOINTE, JAMES M	8116	946.76-
08/30/2018	PC	09/06/2018	90667	MCKINNEY, STEPHANIE	8112	617.87-
08/30/2018	PC	09/06/2018	90663	COOK, STEPHANIE N	8063	1,396.21-
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08/30/2018	PC	09/06/2018	90675	LEOS, CHRISTINA M	8012	1,534.75-
08/30/2018	PC	09/06/2018	90682	WALLACE, SHAWNA R	8108	1,633.93-
08/30/2018	PC	09/06/2018	90677	MURPHY, JARED J	8109	1,443.73-
08/30/2018	PC	09/06/2018	90671	DOUTHIT, NATHAN S	8188	1,190.12-
08/30/2018	PC	09/06/2018	90678	ORNELAS, MANUEL G.	8180	1,829.45-
08/30/2018	PC	09/06/2018	90672	ENGLAND, STEVE J	8143	2,085.71-
08/30/2018	PC	09/06/2018	90674	GUNTER, JEFF M	8148	2,029.62-
08/30/2018	PC	09/06/2018	90681	STELLERS, DAVID J	8160	2,209.48-
08/30/2018	PC	09/06/2018	90670	COX, CHARLES F	8161	1,740.05-
08/30/2018	PC	09/06/2018	90680	SHELAMER, MICHAEL S	8163	1,523.68-
08/30/2018	PC	09/06/2018	90679	PECK, TODD DAVID	8167	1,501.67-
08/30/2018	PC	09/06/2018	90673	GELSKEY, BRAD S	8002	1,541.92-
08/30/2018	PC	09/06/2018	90669	BAIRD, JACY DAVE	8183	1,466.78-
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08/30/2018	PC	09/06/2018	90684	YEAGER, BRIAN D	8107	2,119.06-
08/30/2018	PC	09/06/2018	90688	TURNER, TERRY	8050	1,339.39-
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08/30/2018	PC	09/06/2018	90689	WEST III, KINGSTON R	8234	1,107.23-
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08/30/2018	PC	09/06/2018	90685	DOMKE, RODNEY F	8097	1,361.81-
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08/30/2018	PC	09/06/2018	90690	AMBRIZ, JOSE L	7023	1,479.86-
08/30/2018	PC	09/06/2018	90693	PARKER, ROGER G	7041	1,631.93-
08/30/2018	PC	09/06/2018	90694	SHOTSWELL, DAVE O	7044	1,321.13-
08/30/2018	PC	09/06/2018	90691	HOLYOAK, STEVEN R	8036	1,359.83-
08/30/2018	PC	09/06/2018	90699	VINCENT, BRIAN A	8071	1,146.38-
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08/30/2018	PC	09/06/2018	90695	BALIS, MARVIN C.	8225	1,533.92-
08/30/2018	PC	09/06/2018	90698	SAVAGE, JAMES L	8204	1,137.69-
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08/30/2018	CDPT	09/11/2018	91120	PERSI	7	3,687.58-
08/30/2018	CDPT	09/11/2018	91120	PERSI	7	173.62-
08/30/2018	CDPT	09/11/2018	91120	PERSI	7	297.79-
08/30/2018	CDPT	09/11/2018	91120	PERSI	7	401.40-
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08/30/2018	CDPT	09/11/2018	91119	MOUNTAIN WEST BANK	8	1,802.42-
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08/30/2018	CDPT	09/11/2018	91119	MOUNTAIN WEST BANK	8	9,246.36-
08/30/2018	CDPT		0	IDAHO STATE TAX COMM	9	5,141.00-
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Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
08/30/2018	CDPT	09/06/2018	42813	CHILD SUPPORT RECEIP	10	278.19-
08/30/2018	CDPT	09/11/2018	91118	A.W. REHN & ASSOCIATE	21	1,344.62-
08/30/2018	CDPT		0	VSP	26	100.87-
Grand Totals:			101			160,367.19-

Report Criteria:

- Computed checks included
- Manual checks included
- Supplemental checks included
- Termination checks included
- Transmittal checks included
- Void checks included

## Report Criteria:

Computed checks included  
 Manual checks included  
 Supplemental checks included  
 Termination checks included  
 Transmittal checks included  
 Void checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
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09/13/2018	PC	09/20/2018	92021	DAWSON, HEATHER M	8014	1,779.11-
09/13/2018	PC	09/20/2018	92018	ANDERSON, TRACY	8021	1,054.21-
09/13/2018	PC	09/20/2018	92019	ARELLANO, NANCY	8005	1,032.82-
09/13/2018	PC	09/20/2018	92020	CONE, MARY M HILL	8009	1,111.92-
09/13/2018	PC	09/20/2018	92022	MATTESON, JONNA C	8057	1,204.66-
09/13/2018	PC	09/20/2018	92025	DAVIS, ROBYN K	8060	1,133.64-
09/13/2018	PC	09/20/2018	92024	BUNDY, REBECCA F	8098	225.11-
09/13/2018	PC	09/20/2018	92027	PARKER, JESSICA L	8111	1,038.70-
09/13/2018	PC	09/20/2018	92026	HOROWITZ, LISA	8049	1,683.56-
09/13/2018	PC	09/20/2018	92034	FISCHER, STEVEN P	9073	80.00-
09/13/2018	PC	09/20/2018	92037	HOOVER, JAMES T	9002	31.40-
09/13/2018	PC	09/20/2018	92040	MCNEES, ELI	9003	75.27-
09/13/2018	PC	09/20/2018	92044	REAY, PATRICIA L	9005	46.17-
09/13/2018	PC	09/20/2018	92030	BOATMAN, MICHAEL L	9006	70.41-
09/13/2018	PC	09/20/2018	92039	LOHRKE, CONNOR W	9008	88.02-
09/13/2018	PC	09/20/2018	92042	MURPHY, JOSHUA Z	9011	14.08-
09/13/2018	PC	09/20/2018	92035	GRIFFITH, ERIN S	9014	70.36-
09/13/2018	PC	09/20/2018	92031	CHANEY, JACOB A	9015	116.36-
09/13/2018	PC	09/20/2018	92045	STOCKING, WINDI G	9023	252.00-
09/13/2018	PC	09/20/2018	92038	KNOX III, RUSSELL B	9024	46.17-
09/13/2018	PC	09/20/2018	92041	MILEY, SCOTT	9034	32.79-
09/13/2018	PC	09/20/2018	92043	NALDER, CALVIN K	9049	56.34-
09/13/2018	PC	09/20/2018	92029	BALEDGE, MICHAEL S	9054	1,899.57-
09/13/2018	PC	09/20/2018	92032	EMERICK, DANIELLE A	9081	92.35-
09/13/2018	PC	09/20/2018	92036	HEITZMAN, KRISTY L	9103	706.85-
09/13/2018	PC	09/20/2018	92046	VINCENT, BRIAN A	9113	103.44-
09/13/2018	PC	09/20/2018	92047	WARD, CASEY R	9099	200.40-
09/13/2018	PC	09/20/2018	92033	ERVIN, CHRISTIAN C	8185	127.20-
09/13/2018	PC	09/20/2018	92028	ABERBACH, CRAIG S	8175	2,664.02-
09/13/2018	PC	09/20/2018	92050	DOLCE, DEIDRE	8113	961.25-
09/13/2018	PC	09/20/2018	92053	GRIGSBY, MICHAL J	8114	805.95-
09/13/2018	PC	09/20/2018	92056	PRIMROSE, LAURA A	8102	694.64-
09/13/2018	PC	09/20/2018	92055	MORALES, TRACI RAE	8089	160.46-
09/13/2018	PC	09/20/2018	92048	COLVILL, LEA N	8092	653.49-
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09/13/2018	PC	09/20/2018	92052	GELSKEY, LEANN R	8262	1,541.24-
09/13/2018	PC	09/20/2018	92051	DREWIEN, LYNETTE	8271	950.20-
09/13/2018	PC	09/20/2018	92049	CROTTY, JOSHUA	8283	854.99-
09/13/2018	PC	09/20/2018	92061	REYES, ANTONIO	8238	1,041.55-
09/13/2018	PC	09/20/2018	92059	HOLVERSON, DAVID M	8115	924.10-
09/13/2018	PC	09/20/2018	92060	LAPOINTE, JAMES M	8116	946.76-
09/13/2018	PC	09/20/2018	92058	EMERSON, SCOTT A	8110	790.21-
09/13/2018	PC	09/20/2018	92057	COOK, STEPHANIE N	8063	1,396.21-
09/13/2018	PC	09/20/2018	92069	MUNOZ, ANTONIO	8068	1,537.36-
09/13/2018	PC	09/20/2018	92068	LEOS, CHRISTINA M	8012	1,534.75-
09/13/2018	PC	09/20/2018	92066	GELSKEY, BRAD S	8002	1,541.93-
09/13/2018	PC	09/20/2018	92075	WALLACE, SHAWNA R	8108	1,633.93-
09/13/2018	PC	09/20/2018	92070	MURPHY, JARED J	8109	1,490.30-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
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09/13/2018	PC	09/20/2018	92062	BAIRD, JACY DAVE	8183	1,518.53-
09/13/2018	PC	09/20/2018	92064	DOUTHIT, NATHAN S	8188	1,190.12-
09/13/2018	PC	09/20/2018	92065	ENGLAND, STEVE J	8143	1,928.05-
09/13/2018	PC	09/20/2018	92067	GUNTER, JEFF M	8148	2,004.46-
09/13/2018	PC	09/20/2018	92074	STELLERS, DAVID J	8160	2,195.70-
09/13/2018	PC	09/20/2018	92063	COX, CHARLES F	8161	1,740.05-
09/13/2018	PC	09/20/2018	92073	SHELAMER, MICHAEL S	8163	1,703.28-
09/13/2018	PC	09/20/2018	92072	PECK, TODD DAVID	8167	1,501.67-
09/13/2018	PC	09/20/2018	92077	YEAGER, BRIAN D	8107	2,072.50-
09/13/2018	PC	09/20/2018	92076	MARES, MARIA C	8251	996.30-
09/13/2018	PC	09/20/2018	92079	JOHNSTON, JAIMEY P	8243	1,390.12-
09/13/2018	PC	09/20/2018	92078	DOMKE, RODNEY F	8097	1,238.30-
09/13/2018	PC	09/20/2018	92081	TURNER, TERRY	8050	1,284.91-
09/13/2018	PC	09/20/2018	92080	SCHWARZ, STEPHEN K	8226	1,891.55-
09/13/2018	PC	09/20/2018	92082	WEST III, KINGSTON R	8234	1,107.23-
09/13/2018	PC	09/20/2018	92083	AMBRIZ, JOSE L	7023	1,499.29-
09/13/2018	PC	09/20/2018	92086	PARKER, ROGER G	7041	1,631.94-
09/13/2018	PC	09/20/2018	92087	SHOTSWELL, DAVE O	7044	1,321.13-
09/13/2018	PC	09/20/2018	92084	HOLYOAK, STEVEN R	8036	1,359.83-
09/13/2018	PC	09/20/2018	92085	PARKER, MICHAEL J	8506	1,099.32-
09/13/2018	PC	09/20/2018	92089	ELLSWORTH, BRYSON	8285	1,342.51-
09/13/2018	PC	09/20/2018	92092	VINCENT, BRIAN A	8071	1,146.36-
09/13/2018	PC	09/20/2018	92090	HOLTZEN, KURTIS L	8072	1,158.58-
09/13/2018	PC	09/20/2018	92091	SAVAGE, JAMES L	8204	1,137.69-
09/13/2018	PC	09/20/2018	92088	BALIS, MARVIN C.	8225	1,522.12-
09/13/2018	CDPT	09/20/2018	44161	REGENCE BLUE SHIELD	3	612.96
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09/13/2018	CDPT	09/20/2018	44158	DELTA DENTAL PLAN OF	2	889.67-
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09/13/2018	CDPT	09/20/2018	44161	REGENCE BLUE SHIELD	3	29,786.07-
09/13/2018	CDPT	09/20/2018	44160	NCPERS GROUP LIFE IN	6	112.00-
09/13/2018	CDPT	09/25/2018	92520	PERSI	7	4,688.37-
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09/13/2018	CDPT	09/25/2018	92519	MOUNTAIN WEST BANK	8	6,861.00-
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09/13/2018	CDPT	09/20/2018	44159	IDAHO STATE TAX COMM	9	4,347.00-
09/13/2018	CDPT	09/20/2018	44157	CHILD SUPPORT RECEIP	10	219.24-
09/13/2018	CDPT	09/20/2018	44157	CHILD SUPPORT RECEIP	10	195.40-
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09/13/2018	CDPT	09/20/2018	44162	VSP	26	111.75-
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Pay Period	Journal	Check	Check		Payee	
Date	Code	Issue Date	Number	Payee	ID	Amount

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Report Criteria:

- Computed checks included
  - Manual checks included
  - Supplemental checks included
  - Termination checks included
  - Transmittal checks included
  - Void checks included
-

Invoice Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
<b>1913 AMAZON CAPITAL SERVICES</b>									
1TR9-T	1 1TR9-T3P7-WYYL LIBRARY CHARGING STATION	Invoice	08/20/2018	09/10/2018	549.00	549.00	100-45-41411		918
	Total 1913 AMAZON CAPITAL SERVICES:				549.00	549.00			
<b>468 AMERICAN LIBRARY ASSOC.</b>									
8/31/18	1 Membership renewal	Invoice	09/04/2018	09/10/2018	328.00	328.00	100-45-41711		918
	Total 468 AMERICAN LIBRARY ASSOC. :				328.00	328.00			
<b>2918 AMERIPRIDE LINEN AND APPAREL S</b>									
240071	1 UNIFORMS WWW	Invoice	08/23/2018	09/10/2018	237.10	237.10	210-70-41703		918
	Total 2918 AMERIPRIDE LINEN AND APPAREL S:				237.10	237.10			
<b>5066 ASPHALT SYSTEMS INC</b>									
31666	1 31666 56200 LBS GSB-88 - FOG SEAL	Invoice	08/22/2018	09/10/2018	16,501.23	16,501.23	100-40-41403		918
	Total 5066 ASPHALT SYSTEMS INC:				16,501.23	16,501.23			
<b>1513 BOISE PUBLIC LIBRARY</b>									
IH417	1 IH417 FY18 QTR4 LYNX CONSORTIUM BILLING	Invoice	08/13/2018	09/10/2018	1,690.37	1,690.37	100-45-41325		918
	Total 1513 BOISE PUBLIC LIBRARY :				1,690.37	1,690.37			
<b>1118 BOISE STATE UNIVERSITY</b>									
V00057	1 V0005714 Library DISC training	Invoice	08/28/2018	09/10/2018	600.00	600.00	100-45-41723		918
	Total 1118 BOISE STATE UNIVERSITY :				600.00	600.00			
<b>670 CITY OF HAILEY W&amp;S DEPT</b>									
AUGUS	1 CITY OF HAILEY STREET SHOP	Invoice	09/01/2018	09/10/2018	2,009.86	2,009.86	100-40-41717		918
AUGUS	2 CITY OF HAILEY INTER CENTER	Invoice	09/01/2018	09/10/2018	40.62	40.62	100-10-41717		918
AUGUS	3 CITY OF HAILEY RODEO PARK	Invoice	09/01/2018	09/10/2018	66.28	66.28	100-50-41617		918
AUGUS	4 CITY OF HAILEY CITY HALL	Invoice	09/01/2018	09/10/2018	47.76	47.76	100-42-41717		918
AUGUS	5 CITY OF HAILEY CITY HALL	Invoice	09/01/2018	09/10/2018	47.76	47.76	200-42-41717		918
AUGUS	6 CITY OF HAILEY CITY HALL	Invoice	09/01/2018	09/10/2018	47.76	47.76	210-42-41717		918
AUGUS	7 CITY OF HAILEY POLICE DEPT	Invoice	09/01/2018	09/10/2018	1,657.77	1,657.77	100-25-41717		918
AUGUS	8 CITY OF HAILEY FIRE DEPARTMENT	Invoice	09/01/2018	09/10/2018	48.26	48.26	100-55-41717		918

Unpaid Invoice Report - MARY'S APPROVAL  
 Posting period: 09/18

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 670 CITY OF HAILEY W&S DEPT :										
337 COPY & PRINT LLC										
AUGUS	9	CITY OF HAILEY TREATMENT PL	Invoice	09/01/2018	09/10/2018	71.93	71.93	200-60-41717		918
AUGUS	10	CITY OF HAILEY TREATMENT PL	Invoice	09/01/2018	09/10/2018	71.92	71.92	210-70-41717		918
AUGUS	11	CITY PARKING LOT-IRRIGATION	Invoice	09/01/2018	09/10/2018	41,761.18	41,761.18	100-50-41717		918
Total 337 COPY & PRINT LLC:										
4513 EBSCO INDUSTRIES INC.										
000505	1	0005055, 0498977, 0025973 magazine subscriptions	Invoice	03/13/2017	04/23/2018	114.21-	114.21-	100-45-41735		418
CM 000	1	magazine subscriptions	Invoice	03/13/2017	05/16/2017	18.97-	18.97-	100-45-41735		517
Total 4513 EBSCO INDUSTRIES INC.:										
2628 FASTENAL COMPANY										
IDJER7	1	MISC SUPPLIES WWTP	Invoice	02/27/2018	09/10/2018	151.34	151.34	210-70-41405		918
Total 2628 FASTENAL COMPANY:										
5682 GEM STATE ROOFING INC										
10169	1	10169 MISC. ROOF REPAIRS	Invoice	08/16/2018	09/10/2018	691.96	691.96	100-42-41413		918
10169	2	10169 MISC. ROOF REPAIRS	Invoice	08/16/2018	09/10/2018	691.96	691.96	200-42-41413		918
10169	3	10169 MISC. ROOF REPAIRS	Invoice	08/16/2018	09/10/2018	691.96	691.96	210-42-41413		918
Total 5682 GEM STATE ROOFING INC:										
6023 GIVENS PURSLEY LLP										
191725	1	191725 IWRB APPLICATIONS	Invoice	08/20/2018	09/10/2018	1,529.50	1,529.50	200-60-41313	15.60.0001.1	918
Total 6023 GIVENS PURSLEY LLP:										
8584 GO KEYLESS										
INV955	1	INV95529 PANIC BAR - CITY HALL REAR EXTERIO	Invoice	08/23/2018	09/10/2018	64.16	64.16	100-42-41413		918
INV955	2	INV95529 PANIC BAR - CITY HALL REAR EXTERIO	Invoice	08/23/2018	09/10/2018	64.16	64.16	200-42-41413		918
INV955	3	INV95529 PANIC BAR - CITY HALL REAR EXTERIO	Invoice	08/23/2018	09/10/2018	64.16	64.16	210-42-41413		918

Unpaid Invoice Report - MARY'S APPROVAL  
 Posting period: 09/18

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 8584 GO KEYLESS:										
						192.48	192.48			
<b>4995 HAILEY ROTARY CLUB</b>										
3RD Q	1	3rd Quarter Dues, 2018	Invoice	08/17/2018	09/10/2018	37.36	37.36	100-55-41711		918
3RD Q	2	3rd Quarter Dues, 2018	Invoice	08/17/2018	09/10/2018	38.36	38.36	100-45-41711		918
3RD Q	3	3rd Quarter Dues, 2018	Invoice	08/17/2018	09/10/2018	38.36	38.36	100-20-41711		918
3RD Q	4	3rd Quarter Dues, 2018	Invoice	08/17/2018	09/10/2018	38.36	38.36	100-25-41711		918
3RD Q	5	3rd Quarter Dues, 2018	Invoice	08/17/2018	09/10/2018	12.92	12.92	100-15-41711		918
3RD Q	6	3rd Quarter Dues, 2018	Invoice	08/17/2018	09/10/2018	12.93	12.93	200-15-41711		918
3RD Q	7	3rd Quarter Dues, 2018	Invoice	08/17/2018	09/10/2018	12.93	12.93	210-15-41711		918
3RD Q	8	3rd Quarter Dues, 2018	Invoice	08/17/2018	09/10/2018	12.92	12.92	100-42-41711		918
3RD Q	9	3rd Quarter Dues, 2018	Invoice	08/17/2018	09/10/2018	12.93	12.93	200-42-41711		918
3RD Q	10	3rd Quarter Dues, 2018	Invoice	08/17/2018	09/10/2018	12.93	12.93	210-42-41711		918
Total 4995 HAILEY ROTARY CLUB: 230.00 230.00										
<b>612 INGRAM BOOK COMPANY</b>										
360546	1	Library Books and Materials	Invoice	08/22/2018	09/10/2018	15.11	15.11	100-45-41535		918
360546	1	Library Books and Materials	Invoice	08/22/2018	09/10/2018	49.46	49.46	100-45-41535		918
360546	1	Library Books and Materials	Invoice	08/22/2018	09/10/2018	50.65	50.65	100-45-41535		918
360546	1	Library Books and Materials	Invoice	08/22/2018	09/10/2018	48.68	48.68	100-45-41535		918
360546	1	Library Books and Materials	Invoice	08/22/2018	09/10/2018	39.44	39.44	100-45-41535		918
360546	1	Library Books and Materials	Invoice	08/22/2018	09/10/2018	70.50	70.50	100-45-41535		918
360546	1	Library Books and Materials	Invoice	08/22/2018	09/10/2018	137.76	137.76	100-45-41535		918
360546	1	Library Books and Materials	Invoice	08/22/2018	09/10/2018	76.67	76.67	100-45-41535		918
360546	1	Library Books and Materials	Invoice	08/22/2018	09/10/2018	2.89	2.89	100-45-41535		918
360835	1	Library Books and Materials	Invoice	08/23/2018	09/10/2018	22.02	22.02	100-45-41535		918
361164	1	Library Books and Materials	Invoice	08/26/2018	09/10/2018	17.87	17.87	100-45-41535		918
Total 612 INGRAM BOOK COMPANY: 531.05 531.05										
<b>191 INTERNATIONAL ASSOC. FIRE CHIEFS</b>										
ID 8094	1	IAFC Chief Aberbach Annual Membership renewal	Invoice	09/04/2018	09/10/2018	254.00	254.00	100-55-41711		918
Total 191 INTERNATIONAL ASSOC. FIRE CHIEFS: 254.00 254.00										
<b>330 JANE'S ARTIFACTS</b>										
040206	1	#040206 LIBRARY PROGRAM SUPPLIES	Invoice	08/22/2018	09/10/2018	53.30	53.30	100-45-41215		918

Invoice Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 330 JANE'S ARTIFACTS:									
					53.30	53.30			
484 LIBRARY JOURNAL									
9/4/18	1 subscription to professional publication	Invoice	09/04/2018	09/10/2018	157.99	157.99	100-45-41723		918
Total 484 LIBRARY JOURNAL:									
					157.99	157.99			
2042 MARTIN, SETH									
O-201	1 Rabbit's Foot fire fuel reimb	Invoice	08/27/2018	09/10/2018	97.72	97.72	100-55-41719		918
Total 2042 MARTIN, SETH:									
					97.72	97.72			
390 METROQUIP, INC.									
000403	1 CREDIT - OVERPAYMENT OF INV. 00040302 - CHE	Invoice	04/18/2018	07/09/2018	2,762.97-	2,762.97-	100-40-41405		718
000409	1 00040956 - 8" X 42" EXTENS	Invoice	05/31/2018	07/02/2018	482.86	482.86	100-40-41405		718
000418	1 00041817 TUBE BROOM/SB SEGMENT SET	Invoice	07/24/2018	08/27/2018	632.59	632.59	100-40-41405		818
Total 390 METROQUIP, INC. :									
					1,647.52-	1,647.52-			
4495 MIDWEST TAPE									
963771	1 library materials/ dvd	Invoice	08/24/2018	09/10/2018	125.19	125.19	100-45-41535		918
Total 4495 MIDWEST TAPE:									
					125.19	125.19			
5036 MOUNTAIN RIDES TRANS AUTH									
10714	1 FY18 4th quarter	Invoice	08/29/2018	09/10/2018	18,750.00	18,750.00	100-10-41707		918
Total 5036 MOUNTAIN RIDES TRANS AUTH:									
					18,750.00	18,750.00			
4427 PARTSMASMASTER									
232764	1 23276445 POLY CAPS AND PLUGS	Invoice	04/19/2018	09/10/2018	146.30	146.30	100-40-41405		918
Total 4427 PARTSMASMASTER:									
					146.30	146.30			
1456 SAWTOOTH PLUMBING & HEATING, INC.									
20451	1 20451 PLUMBING REPAIRS - WELCOME CENTER	Invoice	08/27/2018	09/10/2018	100.10	100.10	100-50-41603		918
Total 1456 SAWTOOTH PLUMBING & HEATING, INC.:									
					100.10	100.10			

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
<b>5494 SILVER CREEK SUPPLY</b>										
S18907	1	S1890749.001 MISC. PARTS - THERMOPLASTIC	Invoice	08/06/2018	09/10/2018	107.59	107.59	100-40-41403		918
Total 5494 SILVER CREEK SUPPLY:						107.59	107.59			
<b>4045 STOKES, BECKY</b>										
8/29/18	1	Insurance meeting supplies 8.29.18	Invoice	08/29/2018	09/10/2018	13.77	13.77	100-15-41215		918
8/29/18	2	Insurance meeting supplies 8.29.18	Invoice	08/29/2018	09/10/2018	13.76	13.76	200-15-41215		918
8/29/18	3	Insurance meeting supplies 8.29.18	Invoice	08/29/2018	09/10/2018	13.76	13.76	210-15-41215		918
Total 4045 STOKES, BECKY:						41.29	41.29			
<b>1771 SUN VALLEY LANDSCAPING INC.</b>										
6128 C	1	CREDIT - OVERPAID LIB. SHARE \$400, CK NOS. 4	Invoice	03/28/2018	07/30/2018	400.00-	400.00-	100-45-41413		718
6221 C	1	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	80.00	80.00	100-42-41413		718
6221 C	2	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	26.67	26.67	100-42-41413		718
6221 C	3	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	26.67	26.67	200-42-41413		718
6221 C	4	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	26.66	26.66	210-42-41413		718
FC 419	1	4197 FINANCE CHARGE	Invoice	03/25/2018	07/30/2018	3.33	3.33	100-42-41413		718
FC 419	2	4197 FINANCE CHARGE	Invoice	03/25/2018	07/30/2018	3.33	3.33	200-42-41413		718
FC 419	3	4197 FINANCE CHARGE	Invoice	03/25/2018	07/30/2018	3.34	3.34	210-42-41413		718
FC 419	1	4199 FINANCE CHARGE	Invoice	04/25/2018	07/30/2018	3.35	3.35	100-42-41413		718
FC 419	2	4199 FINANCE CHARGE	Invoice	04/25/2018	07/30/2018	3.36	3.36	200-42-41413		718
FC 419	3	4199 FINANCE CHARGE	Invoice	04/25/2018	07/30/2018	3.36	3.36	210-42-41413		718
FC 420	1	4205 FINANCE CHARGE	Invoice	05/25/2018	07/30/2018	4.21	4.21	100-42-41413		718
FC 420	2	4205 FINANCE CHARGE	Invoice	05/25/2018	07/30/2018	4.21	4.21	200-42-41413		718
FC 420	3	4205 FINANCE CHARGE	Invoice	05/25/2018	07/30/2018	4.20	4.20	210-42-41413		718
Total 1771 SUN VALLEY LANDSCAPING INC.:						207.31-	207.31-			
<b>2041 SUN VALLEY SERVICES</b>										
9479	1	#9479 transfer donated book shelves from Ketchum	Invoice	07/31/2018	09/10/2018	140.00	140.00	100-45-41313		918
9531	1	#9531 transfer donated book shelves from TCL	Invoice	07/31/2018	09/10/2018	367.50	367.50	100-45-41313		918
Total 2041 SUN VALLEY SERVICES:						507.50	507.50			
<b>3175 SYBATECH, INC</b>										
4914	1	4914 Codepal Annual Support Renewal	Invoice	06/15/2018	09/10/2018	850.00	850.00	100-55-41711		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 3175 SYBATECH, INC:										
5231 WASHINGTON FEDERAL										
7/31/18	1	FY18 Maintenance Reserve Acct adj	Invoice	07/31/2018	09/10/2018	61.21	61.21	200-00-10228		918
7/31/18	2	FY18 Operating Reserve Acct adj	Invoice	07/31/2018	09/10/2018	61.21	61.21	100-00-10227		918
Total 5231 WASHINGTON FEDERAL:										
						122.42	122.42			
4376 WATTS HYDRAULIC & REPAIR LLC										
196754	1	196754 SEAL KIT, PORT RELIEF	Invoice	07/30/2018	09/10/2018	463.31	463.31	100-40-41405		918
Total 4376 WATTS HYDRAULIC & REPAIR LLC:										
						463.31	463.31			
4004 WAXIE SANITARY SUPPLY										
776288	1	77628844 CREDIT - GROUT RESCUE	Invoice	08/27/2018	09/10/2018	10.22-	10.22-	100-42-41413		918
776288	2	77628844 CREDIT - GROUT RESCUE	Invoice	08/27/2018	09/10/2018	10.22-	10.22-	200-42-41413		918
776288	3	77628844 CREDIT - GROUT RESCUE	Invoice	08/27/2018	09/10/2018	10.22-	10.22-	210-42-41413		918
776836	1	77683653 CLEANING SUPPLIES - CITY HALL	Invoice	08/27/2018	09/10/2018	138.72	138.72	100-42-41413		918
776836	2	77683653 CLEANING SUPPLIES - CITY HALL	Invoice	08/27/2018	09/10/2018	138.72	138.72	200-42-41413		918
776836	3	77683653 CLEANING SUPPLIES - CITY HALL	Invoice	08/27/2018	09/10/2018	138.72	138.72	210-42-41413		918
776836	1	77683654 CLEANING SUPPLIES - LIBRARY	Invoice	08/27/2018	09/10/2018	324.57	324.57	100-45-41413		918
Total 4004 WAXIE SANITARY SUPPLY:										
						710.07	710.07			
Total :										
						91,343.33	91,343.33			
Grand Totals:										
						91,343.33	91,343.33			

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-00-10227		.00	61.21
100-10-41707	18,750.00	.00	18,750.00
100-10-41717	40.62	.00	40.62
100-15-41215	13.77	.00	13.77

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Invoice Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
<b>4290 BALIS, COLE</b>									
9/4/18	1 REIMBURSEMENT	Invoice	09/04/2018	09/15/2018	60.00	60.00	200-60-41723		918
Total 4290 BALIS, COLE:					60.00	60.00			
<b>308 BLAINE COUNTY CLERK</b>									
291 4T	1 RMS SYSTEM FINAL PAYMENT HPD	Invoice	10/10/2017	09/15/2018	5,790.50	5,790.50	100-25-41515		918
Total 308 BLAINE COUNTY CLERK:					5,790.50	5,790.50			
<b>3002 CASELLE, INC.</b>									
90328	1 #90328 Annual Support 10/01/18 - 9/30/19	Invoice	09/07/2018	09/15/2018	4,476.34	4,476.34	100-15-41313		918
90328	2 #90328 Annual Support 10/01/18 - 9/30/19	Invoice	09/07/2018	09/15/2018	4,476.33	4,476.33	200-15-41313		918
90328	3 #90328 Annual Support 10/01/18 - 9/30/19	Invoice	09/07/2018	09/15/2018	4,476.33	4,476.33	210-15-41313		918
Total 3002 CASELLE, INC. :					13,429.00	13,429.00			
<b>6051 CENTURY LINK</b>									
8/31/18	1 9814.260B long distance	Invoice	08/31/2018	09/15/2018	5.32	5.32	100-15-41713		918
8/31/18	2 9814.260B long distance	Invoice	08/31/2018	09/15/2018	5.32	5.32	200-15-41713		918
8/31/18	3 9814.260B long distance	Invoice	08/31/2018	09/15/2018	5.32	5.32	210-15-41713		918
8/31/18	4 9814.260B long distance	Invoice	08/31/2018	09/15/2018	5.32	5.32	100-20-41713		918
8/31/18	5 9814.260B long distance	Invoice	08/31/2018	09/15/2018	5.32	5.32	100-25-41713		918
8/31/18	6 9814.260B long distance- 33.33%	Invoice	08/31/2018	09/15/2018	1.77	1.77	100-42-41713		918
8/31/18	7 9814.260B long distance- 33.33%	Invoice	08/31/2018	09/15/2018	1.76	1.76	200-42-41713		918
8/31/18	8 9814.260B long distance- 33.33%	Invoice	08/31/2018	09/15/2018	2.66	2.66	210-70-41713		918
8/31/18	9 211 125B LONG DIST- TREATMENT PLANT	Invoice	08/31/2018	09/15/2018	2.66	2.66	200-60-41713		918
8/31/18	10 211 125B LONG DIST- TREATMENT PLANT	Invoice	08/31/2018	09/15/2018	2.66	2.66	200-60-41713		918
8/31/18	11 3147 220B LONG DIST: FIRE DEPT	Invoice	08/31/2018	09/15/2018	5.32	5.32	100-55-41713		918
8/31/18	12 5965-737B LONG DIST- STREET SHOP	Invoice	08/31/2018	09/15/2018	5.32	5.32	100-40-41713		918
Total 6051 CENTURY LINK:					47.85	47.85			
<b>644 CITY OF HAILEY PETTY CASH</b>									
904459	1 GAS PAID TO NATHAN DOUTHIT FOR TRAINING	Invoice	08/28/2018	09/15/2018	39.80	39.80	100-25-41719		918
Total 644 CITY OF HAILEY PETTY CASH:					39.80	39.80			

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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
22457	AUGUS	CLEAR CREEK DISPOSAL, INC.	Invoice	09/11/2018	09/15/2018	109,168.95	109,168.95	100-00-20515		918
		1 FRANCHISE FEE August 2018								
		Total 22457 CLEAR CREEK DISPOSAL, INC.:				109,168.95	109,168.95			
304	AUGUS	DIVISION OF BUILDING SAFETY	Invoice	09/11/2018	09/15/2018	7,113.13	7,113.13	100-00-20325		918
		1 PERMIT & FEES Aug. 2018								
		Total 304 DIVISION OF BUILDING SAFETY :				7,113.13	7,113.13			
4513	000505	EBSCO INDUSTRIES INC.	Invoice	03/13/2017	04/23/2018	114.21-	114.21-	100-45-41735		418
		1 0005055, 0498977, 0025973 magazine subscriptions								
		Total 4513 EBSCO INDUSTRIES INC.:				114.21-	114.21-			
1036	2018-2	ENGINEERING NEWS-RECORD	Invoice	09/07/2018	09/15/2018	13.00	13.00	100-42-41711		918
		1 MAGAZINE SUBSCRIPTION WITH WEB ACCESS								
		2 MAGAZINE SUBSCRIPTION WITH WEB ACCESS				13.00	13.00	200-42-41711		918
		3 MAGAZINE SUBSCRIPTION WITH WEB ACCESS				13.00	13.00	210-42-41711		918
		Total 1036 ENGINEERING NEWS-RECORD:				39.00	39.00			
2628	IDJER7	FASTENAL COMPANY	Invoice	06/28/2018	09/15/2018	28.27	28.27	200-60-41703		918
		1 RESPIRATOR MASKS								
		Total 2628 FASTENAL COMPANY:				28.27	28.27			
50282	112-22	FIRST BANKCARD - ABERBACH	Invoice	08/07/2018	09/15/2018	79.45	79.45	100-55-41211		918
		1 Amazon - office supplies								
	720259	Costco- tables - Department supplies	Invoice	08/23/2018	09/15/2018	487.59	487.59	100-55-41215		918
		Total 50282 FIRST BANKCARD - ABERBACH:				567.04	567.04			
5372	8/8/18	FIRST BANKCARD - CONE	Invoice	08/08/2018	09/15/2018	19.34	19.34	100-15-41215		918
		1 Jersey Girl Lunch meeting with AIC staff								
	8/8/18	Jersey Girl Lunch meeting with AIC staff	Invoice	08/08/2018	09/15/2018	19.34	19.34	200-15-41215		918
	8/8/18	Jersey Girl Lunch meeting with AIC staff	Invoice	08/08/2018	09/15/2018	19.34	19.34	210-15-41215		918
		Total 5372 FIRST BANKCARD - CONE:				58.02	58.02			

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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
<b>5371 FIRST-BANKCARD - DAWSON</b>										
135283	1	CITY WEB HOSTING GODADDY	Invoice	08/14/2018	09/15/2018	339.92	339.92	100-15-41533		918
135283	2	CITY WEB HOSTING GODADDY	Invoice	08/14/2018	09/15/2018	339.92	339.92	200-15-41533		918
135283	3	CITY WEB HOSTING GODADDY	Invoice	08/14/2018	09/15/2018	339.92	339.92	210-15-41533		918
						1,019.76	1,019.76			
Total 5371 FIRST BANKCARD - DAWSON:										
<b>5379 FIRST BANKCARD - GELSKEY</b>										
8/1/18	1	Emory Conference Center	Invoice	08/01/2018	09/15/2018	179.18	179.18	100-42-41724		918
8/1/18	2	bathroom hygiene supplies	Invoice	08/01/2018	09/15/2018	16.66	16.66	100-45-41215		918
8/1/18	3	shelftalkers	Invoice	08/01/2018	09/15/2018	101.55	101.55	100-45-41215		918
8/1/18	5	Grant supplies	Invoice	08/01/2018	09/15/2018	139.97	139.97	100-45-41326	18.45.0007.1	918
8/1/18	6	Grant supplies	Invoice	08/01/2018	09/15/2018	35.01	35.01	100-45-41326	18.45.0008.1	918
8/1/18	7	ICF luncheon	Invoice	08/01/2018	09/15/2018	50.00	50.00	100-45-41326		918
8/1/18	8	Hemingway Conference	Invoice	08/01/2018	09/15/2018	60.00	60.00	100-45-41711		918
8/1/18	9	Grant supplies	Invoice	08/01/2018	09/15/2018	186.57	186.57	100-45-41549	18.45.0006.1	918
8/1/18	10	culture kits	Invoice	08/01/2018	09/15/2018	119.97	119.97	100-45-41549	18.45.0006.1	918
8/1/18	11	culture kits	Invoice	08/01/2018	09/15/2018	26.94	26.94	100-45-41549	18.45.0006.1	918
8/1/18	12	planner	Invoice	08/01/2018	09/15/2018	32.97	32.97	100-45-41215		918
8/1/18	13	Wall Street	Invoice	08/01/2018	09/15/2018	41.33	41.33	100-45-41711		918
8/1/18	14	ILA	Invoice	08/01/2018	09/15/2018	60.00	60.00	100-45-41711		918
8/1/18	15	ILA conference	Invoice	08/01/2018	09/15/2018	170.00	170.00	100-45-41724		918
8/1/18	16	ILA conference	Invoice	08/01/2018	09/15/2018	21.00	21.00	100-45-41724		918
8/1/18	17	ILA conference	Invoice	08/01/2018	09/15/2018	311.10	311.10	100-45-41724		918
						1,552.25	1,552.25			
Total 5379 FIRST BANKCARD - GELSKEY:										
<b>5368 FIRST BANKCARD - GUNTER</b>										
9592	1	TRAVEL EXPENSES JEFF GUNTER	Invoice	08/01/2018	09/15/2018	242.95	242.95	100-25-41724		918
						242.95	242.95			
Total 5368 FIRST BANKCARD - GUNTER:										
<b>5378 FIRST BANKCARD - HPD EXTRA (4430)</b>										
912879	1	MURPHY TRAVEL EXPENSES FOR TRAINING	Invoice	08/28/2018	09/15/2018	97.89	97.89	100-25-41724		918
						97.89	97.89			
Total 5378 FIRST BANKCARD - HPD EXTRA (4430):										
<b>5376 FIRST BANKCARD - PARKER</b>										
271863	1	SIP.US FIRE	Invoice	08/14/2018	09/15/2018	32.34	32.34	100-55-41713		918
271863	2	SIP.US LIBRARY	Invoice	08/14/2018	09/15/2018	32.34	32.34	100-45-41713		918

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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
271863	3	SIP.US POLICE	Invoice	08/14/2018	09/15/2018	32.34	32.34	100-25-41533		918
271863	4	SIP.US WATER	Invoice	08/14/2018	09/15/2018	32.34	32.34	200-60-41713		918
271863	5	SIP.US WW	Invoice	08/14/2018	09/15/2018	32.34	32.34	210-70-41713		918
348299	1	GOOGLE SPAM FILTERING	Invoice	07/31/2018	09/15/2018	29.67	29.67	100-15-41533		918
348299	2	GOOGLE SPAM FILTERING	Invoice	07/31/2018	09/15/2018	29.67	29.67	200-15-41533		918
348299	3	GOOGLE SPAM FILTERING	Invoice	07/31/2018	09/15/2018	29.66	29.66	210-15-41533		918
4946	1	SQUARE D ALTISTART 46	Invoice	07/31/2018	09/15/2018	749.99	749.99	210-70-41401		918
8/31/18	1	OVERLIMIT FEE	Invoice	08/31/2018	09/15/2018	39.00	39.00	210-70-41747		918
9/20/18	1	IBOL LICENSES RENEWALS WWTP	Invoice	09/13/2018	09/15/2018	30.00	30.00	210-70-41711		918
9/20/18	2	IBOL LICENSES RENEWALS WWTP	Invoice	09/13/2018	09/15/2018	30.00	30.00	210-70-41711		918
Total 5376 FIRST BANKCARD - PARKER:						1,099.69	1,099.69			
<b>5375 FIRST BANKCARD - SCHWARZ</b>										
315670	1	SCHIESS & ASSOC - RATE AND CONN. FEE SURV	Invoice	08/16/2018	09/15/2018	6.66	6.66	100-42-41711		918
315670	2	SCHIESS & ASSOC - RATE AND CONN. FEE SURV	Invoice	08/16/2018	09/15/2018	6.67	6.67	200-42-41711		918
315670	3	SCHIESS & ASSOC - RATE AND CONN. FEE SURV	Invoice	08/16/2018	09/15/2018	6.67	6.67	210-42-41711		918
67178	1	HOTEL - SCHWARZ - IWORQ CONFERENCE	Invoice	07/30/2018	09/15/2018	230.40	230.40	100-40-41724		918
67179	1	HOTEL - WEST - IWORQ CONFERENCE	Invoice	07/30/2018	09/15/2018	230.40	230.40	100-40-41724		918
Total 5375 FIRST BANKCARD - SCHWARZ:						480.80	480.80			
<b>658 HAILLEY CHAMBER OF COMMERCE</b>										
AUGUST	1	CHAMBER LOT EXPENSES August 2018	Invoice	09/13/2018	09/15/2018	3,040.52	3,040.52	100-10-41707		918
Total 658 HAILLEY CHAMBER OF COMMERCE :						3,040.52	3,040.52			
<b>8606 HRA VEBE TRUST</b>										
SEPT.	1	MONTHLY VEBE CONTRIBUTION -SEP	Invoice	09/14/2018	09/15/2018	143.60	143.60	100-50-41126		918
SEPT.	2	MONTHLY VEBE CONTRIBUTION -SEP	Invoice	09/14/2018	09/15/2018	287.20	287.20	100-20-41126		918
SEPT.	3	MONTHLY VEBE CONTRIBUTION -SEP	Invoice	09/14/2018	09/15/2018	485.30	485.30	100-25-41126		918
SEPT.	4	MONTHLY VEBE CONTRIBUTION -SEP	Invoice	09/14/2018	09/15/2018	395.32	395.32	100-40-41126		918
SEPT.	5	MONTHLY VEBE CONTRIBUTION -SEP	Invoice	09/14/2018	09/15/2018	251.72	251.72	200-60-41126		918
SEPT.	6	MONTHLY VEBE CONTRIBUTION -SEP	Invoice	09/14/2018	09/15/2018	143.60	143.60	210-70-41126		918
SEPT.	7	MONTHLY VEBE CONTRIBUTION -SEP	Invoice	09/14/2018	09/15/2018	95.73	95.73	100-15-41126		918
SEPT.	8	MONTHLY VEBE CONTRIBUTION -SEP	Invoice	09/14/2018	09/15/2018	95.73	95.73	200-15-41126		918
SEPT.	9	MONTHLY VEBE CONTRIBUTION -SEP	Invoice	09/14/2018	09/15/2018	95.74	95.74	210-15-41126		918
Total 8606 HRA VEBE TRUST:						1,993.94	1,993.94			

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
<b>400 IDAHO MOUNTAIN EXPRESS</b>										
125789	1	Street seasonal ads x2 5/2/18	Invoice	05/02/2018	09/15/2018	107.50	107.50	100-40-41319		918
125791	1	P&Z mtg 5/21	Invoice	05/02/2018	09/15/2018	52.44	52.44	100-20-41319		918
125802	1	P&Z mtg 6/7	Invoice	05/16/2018	09/15/2018	90.16	90.16	100-20-41319		918
125802	1	P&Z lot line adj. praggastis	Invoice	05/16/2018	09/15/2018	73.44	73.44	100-20-41319		918
125802	1	P&Z mtg 6/7	Invoice	05/23/2018	09/15/2018	89.24	89.24	100-20-41319		918
125802	1	P&Z mtg 6/11	Invoice	05/23/2018	09/15/2018	50.60	50.60	100-20-41319		918
125802	1	P&Z ord. 1234 flood	Invoice	05/23/2018	09/15/2018	89.24	89.24	100-20-41319		918
125805	1	DJF- P&Z	Invoice	05/30/2018	09/15/2018	57.96	57.96	100-20-41319		918
125805	1	P&Z mtg 6/18	Invoice	05/30/2018	09/15/2018	47.84	47.84	100-20-41319		918
125833	1	Street seasonal ad 8/1/18	Invoice	08/01/2018	09/15/2018	60.61	60.61	100-40-41319		918
125841	1	Balimoral bids 8/1	Invoice	08/01/2018	09/15/2018	103.50	103.50	100-50-41319	18.50.0001.1	918
125841	1	P&Z mtg 8/20	Invoice	08/01/2018	09/15/2018	44.16	44.16	100-20-41319		918
125845	1	proposed budget	Invoice	08/08/2018	09/15/2018	166.40	166.40	100-15-41319		918
125845	2	proposed budget	Invoice	08/08/2018	09/15/2018	166.40	166.40	200-15-41319		918
125845	3	proposed budget	Invoice	08/08/2018	09/15/2018	166.40	166.40	210-15-41319		918
125849	1	P&Z mtg 9/4 counterbalance	Invoice	08/15/2018	09/15/2018	66.24	66.24	100-20-41319		918
125853	1	P&Z mtg 9/10 multiple projects	Invoice	08/22/2018	09/15/2018	50.60	50.60	100-20-41319		918
125853	1	ord. 1237 water user irrigation fees	Invoice	08/22/2018	09/15/2018	93.84	93.84	200-60-41319		918
125857	1	cc mtg 9/17 dro	Invoice	08/29/2018	09/15/2018	32.20	32.20	100-20-41319		918
<b>Total 400 IDAHO MOUNTAIN EXPRESS :</b>						<b>1,608.77</b>	<b>1,608.77</b>			
<b>22433 IDAHO POWER</b>										
9/10/18	1	IP Acct#2222783132 Hailey Police Dept	Invoice	09/10/2018	09/17/2018	334.43	334.43	100-40-41717		918
9/10/18	2	IP Acct#2200663470 Elm Alley	Invoice	09/10/2018	09/17/2018	5.45	5.45	100-40-41717		918
9/4/18	1	IP Acct#2221408442 BALMORAL RR	Invoice	09/04/2018	09/15/2018	5.24	5.24	100-50-41717		918
9/4/18	2	IP Acct#2203575119 STREET	Invoice	09/04/2018	09/15/2018	7.21	7.21	100-40-41715		918
9/4/18	3	IP Acct#2204305425 ST-TRAFFIC LIGHTS	Invoice	09/04/2018	09/15/2018	110.52	110.52	100-40-41717		918
<b>Total 22433 IDAHO POWER:</b>						<b>462.85</b>	<b>462.85</b>			
<b>534 IDEQ</b>										
201906	1	DRINKING WATER FEE ASSESSMENT QUARTERL	Invoice	08/23/2018	09/15/2018	2,747.00	2,747.00	200-60-41311		918
<b>Total 534 IDEQ:</b>						<b>2,747.00</b>	<b>2,747.00</b>			
<b>965 INTERNATIONAL INSTITUTE OF MUNI</b>										
FY2019	1	ANNUAL RENEWAL MEMBERSHIP - through 09/30/	Invoice	09/04/2018	09/17/2018	53.34	53.34	100-15-41711		918
FY2019	2	ANNUAL RENEWAL MEMBERSHIP - through 09/30/	Invoice	09/04/2018	09/17/2018	53.33	53.33	200-15-41711		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
FY2019	3	ANNUAL RENEWAL MEMBERSHIP - through 09/30/	Invoice	09/04/2018	09/17/2018	53.33	53.33	210-15-41711		918
Total 965		INTERNATIONAL INSTITUTE OF MUJINI:				160.00	160.00			
4542		KETCHUM COMPUTERS								
15107	1	RESOLVE SCAN FOLDER FROM HPD PRINTER	Invoice	06/01/2018	09/15/2018	77.50	77.50	100-25-41411		918
15317	1	CAD DISPLAY FOR SHAWNA LOG IN	Invoice	08/17/2018	09/15/2018	77.50	77.50	100-25-41411		918
15359	1	08/22/2018 Planning meeting with Lisa and Brian for	Invoice	08/31/2018	09/15/2018	116.25	116.25	100-20-41313		918
15359	2	08/30/2018 Quotes for projector project	Invoice	08/31/2018	09/15/2018	155.00	155.00	100-20-41313		918
Total 4542		KETCHUM COMPUTERS:				426.25	426.25			
366		LES SCHWAB TIRE CENTER								
ACCT 1	2	9.1.18 STATEMENT CREDIT BALANCE	Invoice	09/01/2018	09/15/2018	486.78-	486.78-	100-40-41405		918
Total 366		LES SCHWAB TIRE CENTER:				486.78-	486.78-			
390		METROQUIP, INC.								
000403	1	CREDIT - OVERPAYMENT OF INV. 00040302 - CHE	Invoice	04/18/2018	07/09/2018	2,762.97-	2,762.97-	100-40-41405		718
000409	1	00040956 - 8" X 42" EXTENS	Invoice	05/31/2018	07/02/2018	482.86	482.86	100-40-41405		718
000418	1	00041817 TUBE BROOM/SB SEGMENT SET	Invoice	07/24/2018	08/27/2018	632.59	632.59	100-40-41405		818
000425	1	00042519 TUBE BROOM	Invoice	08/30/2018	09/15/2018	437.19	437.19	100-40-41405		918
Total 390		METROQUIP, INC.:				1,210.33-	1,210.33-			
2045		PARKER, JESSICA								
9/6/18 I	1	PO for Per Diem for ICCTFOA	Invoice	09/06/2018	09/15/2018	154.00	154.00	100-20-41724		918
Total 2045		PARKER, JESSICA:				154.00	154.00			
1239		SIMMS, CHRISTOPHER P.								
SEPT 2	1	September 2018 Gen. Professional Services	Invoice	09/13/2018	09/15/2018	3,221.86	3,221.86	100-15-41313		918
SEPT 2	2	September 2018 Gen. Professional Services	Invoice	09/13/2018	09/15/2018	3,221.87	3,221.87	200-15-41313		918
SEPT 2	3	September 2018 Gen. Professional Services	Invoice	09/13/2018	09/15/2018	3,221.87	3,221.87	210-15-41313		918
Total 1239		SIMMS, CHRISTOPHER P.:				9,665.60	9,665.60			
2202		STATE OF ID BUREAU OF OCCUP LI								
9/11/18	1	APPLICATION FEE	Invoice	09/11/2018	09/15/2018	25.00	25.00	200-60-41723		918
9/11/18	2	EXAM FEES	Invoice	09/11/2018	09/15/2018	37.00	37.00	200-60-41723		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
9/12/18	1	APPLICATION FEE	Invoice	09/12/2018	09/15/2018	25.00	25.00	200-60-41723		918
9/12/18	2	EXAM FEES	Invoice	09/12/2018	09/15/2018	37.00	37.00	200-60-41723		918
		Total 2202 STATE OF ID BUREAU OF OCCUP LI:				124.00	124.00			
		<b>5070 SUE 'N STITCHES ALTERATIONS</b>								
31	1	Credit from inv. # 31, incorrect charge	Invoice	07/18/2018	09/15/2018	40.00-	40.00-	100-25-41703		918
		Total 5070 SUE 'N STITCHES ALTERATIONS:				40.00-	40.00-			
		<b>8559 SUN VALLEY AIR SERVICES BOARD</b>								
JULY 2	1	LOT FOR AIR July 2018	Invoice	09/11/2018	09/15/2018	16,093.49	16,093.49	100-10-41707		918
		Total 8559 SUN VALLEY AIR SERVICES BOARD:				16,093.49	16,093.49			
		<b>1771 SUN VALLEY LANDSCAPING INC.</b>								
6128 C	1	CREDIT - OVERPAID LIB. SHARE \$400, CK NOS. 4	Invoice	03/28/2018	07/30/2018	400.00-	400.00-	100-45-41413		718
6221 C	1	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	80.00	80.00	100-42-41413		718
6221 C	2	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	26.67	26.67	100-42-41413		718
6221 C	3	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	26.67	26.67	200-42-41413		718
6221 C	4	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	26.66	26.66	210-42-41413		718
FC 419	1	4197 FINANCE CHARGE	Invoice	03/25/2018	07/30/2018	3.33	3.33	100-42-41413		718
FC 419	2	4197 FINANCE CHARGE	Invoice	03/25/2018	07/30/2018	3.33	3.33	200-42-41413		718
FC 419	3	4197 FINANCE CHARGE	Invoice	03/25/2018	07/30/2018	3.34	3.34	210-42-41413		718
FC 419	1	4199 FINANCE CHARGE	Invoice	04/25/2018	07/30/2018	3.35	3.35	100-42-41413		718
FC 419	2	4199 FINANCE CHARGE	Invoice	04/25/2018	07/30/2018	3.36	3.36	200-42-41413		718
FC 419	3	4199 FINANCE CHARGE	Invoice	04/25/2018	07/30/2018	3.36	3.36	210-42-41413		718
FC 420	1	4205 FINANCE CHARGE	Invoice	05/25/2018	07/30/2018	4.21	4.21	100-42-41413		718
FC 420	2	4205 FINANCE CHARGE	Invoice	05/25/2018	07/30/2018	4.21	4.21	200-42-41413		718
FC 420	3	4205 FINANCE CHARGE	Invoice	05/25/2018	07/30/2018	4.20	4.20	210-42-41413		718
		Total 1771 SUN VALLEY LANDSCAPING INC.:				207.31-	207.31-			
		<b>2817 UNITED OIL</b>								
173936	1	173936 BULK FUEL	Invoice	08/24/2018	09/15/2018	870.32	870.32	100-40-41719		918
392059	1	DYED LS DIESEL EX WWW	Invoice	09/05/2018	09/15/2018	891.16	891.16	210-70-41719		918
501240	1	501240 BULK FUEL	Invoice	08/22/2018	09/15/2018	160.55	160.55	100-40-41719		918
889232	1	HPD GAS	Invoice	08/15/2018	09/15/2018	649.19	649.19	100-25-41719		918
890364	1	890364 Fuel Charges for 8.31.18 Parks	Invoice	08/31/2018	09/15/2018	328.26	328.26	100-50-41719		918
890365	1	890365 Fuel Charges for 8.15.2018 - 8.31.2018	Invoice	08/31/2018	09/15/2018	265.13	265.13	100-55-41719		918

Posting period: 09/18

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
890366	1	HPD GAS	Invoice	08/31/2018	09/15/2018	877.18	877.18	100-25-41719		918
890367	1	8/15 - 8/31/18 FUEL CHARGES	Invoice	08/31/2018	09/15/2018	813.94	813.94	100-40-41719		918
890368	1	PUMPED VEHICLE FUEL W	Invoice	08/31/2018	09/15/2018	620.83	620.83	200-60-41719		918
890369	1	PUMPED FUEL VVV	Invoice	08/31/2018	09/15/2018	261.04	261.04	210-70-41719		918

Total 2817 UNITED OIL:

5,737.60 5,737.60

762 VERIZON WIRELESS

981384	1	MONTHLY CELL PHONE BILL Parks only	Invoice	09/01/2018	09/15/2018	108.12	108.12	100-50-41713		918
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Total 762 VERIZON WIRELESS :

108.12 108.12

Total :

181,098.41 181,098.41

Grand Totals:

181,098.41 181,098.41

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-00-20325	7,113.13	.00	7,113.13
100-00-20515	109,168.95	.00	109,168.95
100-10-41707	19,134.01	.00	19,134.01
100-15-41126	95.73	.00	95.73
100-15-41215	19.34	.00	19.34
100-15-41313	7,698.20	.00	7,698.20
100-15-41319	166.40	.00	166.40
100-15-41533	369.59	.00	369.59
100-15-41711	53.34	.00	53.34
100-15-41713	5.32	.00	5.32
100-20-41126	287.20	.00	287.20
100-20-41313	271.25	.00	271.25
100-20-41319	744.12	.00	744.12
100-20-41713	5.32	.00	5.32
100-20-41724	154.00	.00	154.00
100-25-41126	485.30	.00	485.30
100-25-41411	155.00	.00	155.00

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE 10/1/2018**      **DEPARTMENT:** Finance & Records      **DEPT. HEAD SIGNATURE:** MHC

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**SUBJECT**

Council Approval of Claims costs incurred during the month of September 2018 that are set to be paid by contract for October 2018.

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**AUTHORITY:**    ID Code 50-1017       IAR \_\_\_\_\_       City Ordinance/Code \_\_\_\_\_

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**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.

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**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:**

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

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**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Review reports, ask questions about expenses and procedures, approve claims for payment.

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**FOLLOW UP NOTES:**

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Posting period: 10/18

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
<b>409 A.W. REHN &amp; ASSOCIATES</b>										
AUGUS	1	FSA Admin Fee- AUGUST 2018	Invoice	09/12/2018	09/27/2018	33.34	33.34	100-15-41215		918
AUGUS	2	FSA Admin Fee- AUGUST 2018	Invoice	09/12/2018	09/27/2018	33.33	33.33	200-15-41215		918
AUGUS	3	FSA Admin Fee- AUGUST 2018	Invoice	09/12/2018	09/27/2018	33.33	33.33	210-15-41215		918
Total 409 A.W. REHN & ASSOCIATES:						100.00	100.00			
<b>50323 ACTIVE 911, INC</b>										
0901	1	0901 Subscription upgrade	Invoice	09/01/2018	09/26/2018	16.48	16.48	100-55-41711		918
Total 50323 ACTIVE 911, INC:						16.48	16.48			
<b>176 ALLINGTON, RICK</b>										
141	1	ATTORNEY FEES	Invoice	10/01/2018	10/01/2018	3,677.75	3,677.75	100-25-41313		1018
ATTOR	1	ATTORNEY FEES	Invoice	10/01/2018	10/01/2018	110.37	110.37	100-25-41313		1018
Total 176 ALLINGTON, RICK:						3,788.12	3,788.12			
<b>757 ALPINE TREE SERVICE INC.</b>										
36874	1	36940 STUMP GRINDING 414 2ND S.	Invoice	08/20/2018	09/26/2018	540.00	540.00	100-50-41707		918
36874	2	36938 REMOVE WILLOW @ 3RD/GALENA. REMO	Invoice	08/20/2018	09/26/2018	4,540.00	4,540.00	100-50-41707		918
36874	3	36874 PRUNE STREET TREES PER CONTRACT	Invoice	08/20/2018	09/26/2018	4,200.00	4,200.00	100-50-41707		918
Total 757 ALPINE TREE SERVICE INC. :						9,280.00	9,280.00			
<b>1913 AMAZON CAPITAL SERVICES</b>										
11WT-K	1	11WT-KYF4-F47M LIBRARY GRANT SUPPLIES	Invoice	09/09/2018	09/26/2018	435.86	435.86	100-45-41549	18.45.0005.1	918
14H9-K	1	14H9-KMKG-9CY9 LIBRARY BOOK	Invoice	09/02/2018	09/26/2018	16.95	16.95	100-45-41535		918
16NK-Y	1	16NK-Y1MY-HYPT LIBRARY GRANT SUPPLIES	Invoice	09/07/2018	09/26/2018	490.51	490.51	100-45-41549	18.45.0012.1	918
19NN-3	1	19nn-39pd-x4kx council packet bindings 21mm & 18	Invoice	09/06/2018	09/29/2018	92.66	92.66	100-15-41215		918
19NN-3	2	19nn-39pd-x4kx council packet bindings 21mm & 18	Invoice	09/06/2018	09/29/2018	92.67	92.67	100-15-41215		918
19NN-3	3	19nn-39pd-x4kx council packet bindings 21mm & 18	Invoice	09/06/2018	09/29/2018	92.67	92.67	210-15-41215		918
1D3D-	1	UPS BACKUP BATTERIES	Invoice	09/25/2018	09/29/2018	509.06	509.06	210-70-41405		918
1FHP-K	1	1FHP-K41N-Y9YD LIBRARY PROGRAM SUPPLIES	Invoice	09/11/2018	09/26/2018	7.63	7.63	100-45-41326		918
1H1W-	1	VACUUM GUAGE	Invoice	08/30/2018	09/26/2018	39.01	39.01	210-70-41405		918
1H6F-K	1	1H6F-KVHP-LCRQ LIBRARY CREDIT MEMO--GRA	Invoice	09/16/2018	09/27/2018	34.99-	34.99-	100-45-41549		918
1JC1-J	1	SEGATE EXPANSION 4TB EXTERNAL HARD DRIV	Invoice	09/21/2018	09/29/2018	63.33	63.33	100-15-41533		918
1JC1-J	2	SEGATE EXPANSION 4TB EXTERNAL HARD DRIV	Invoice	09/21/2018	09/29/2018	63.33	63.33	200-15-41533		918
1JC1-J	3	SEGATE EXPANSION 4TB EXTERNAL HARD DRIV	Invoice	09/21/2018	09/29/2018	63.32	63.32	210-15-41533		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
1JC1-J	4	SONICWALL TZ300 ROUTER	Invoice	09/21/2018	09/29/2018	1,103.24	1,103.24	100-15-41533		918
1JC1-J	5	SONICWALL TZ300 ROUTER	Invoice	09/21/2018	09/29/2018	1,103.24	1,103.24	200-15-41533		918
1JC1-J	6	SONICWALL TZ300 ROUTER	Invoice	09/21/2018	09/29/2018	1,103.24	1,103.24	210-15-41533		918
1JD1-R	1	1JD1-RDXN-RCF7 LIBRARY BOOK	Invoice	09/06/2018	09/26/2018	22.98	22.98	100-45-41535		918
1LL9-9	1	1LL9-9F6H-RV71 LIBRARY GRANT SUPPLIES	Invoice	09/07/2018	09/26/2018	879.88	879.88	100-45-41549	18.45.0010.1	918
1NVP-	4	SONICWALL COMPREHENSIVE GATEWAY SECUR	Invoice	09/18/2018	09/29/2018	119.19	119.19	100-15-41533		918
1NVP-	5	SONICWALL COMPREHENSIVE GATEWAY SECUR	Invoice	09/18/2018	09/29/2018	119.19	119.19	200-15-41533		918
1NVP-	6	SONICWALL COMPREHENSIVE GATEWAY SECUR	Invoice	09/18/2018	09/29/2018	119.18	119.18	210-15-41533		918
1PGL-L	1	1PGL-L33M-YG7L LIBRARY BOOK	Invoice	09/11/2018	09/26/2018	16.00	16.00	100-45-41535		918
1QLG-	1	1QLG-4FFW-YYNL LIBRARY SUPPLIES	Invoice	09/11/2018	09/26/2018	6.36	6.36	100-45-41215		918
1RLW-	1	1RLW-7THV-4T77 LIBRARY BOOK	Invoice	09/03/2018	09/26/2018	13.97	13.97	100-45-41535		918
1VV4-6	1	1VV4-6PQL-3PV1 LIBRARY QUARTERLY SUPPLIE	Invoice	09/05/2018	09/26/2018	64.03	64.03	100-45-41215		918
1X4N-9	1	1x4n-9fyn-4y1v electric stapler & heavy duty stapler	Invoice	08/29/2018	09/29/2018	57.35	57.35	100-20-41215		918
Total 1913 AMAZON CAPITAL SERVICES:						6,659.86	6,659.86			
50345 AMBIENTE H2O INC.										
V18008	1	HARDWARE	Invoice	09/10/2018	09/29/2018	1,062.84	1,062.84	210-70-41401		918
V18008	1	IQ PROBE AND HARDWARE	Invoice	09/17/2018	09/29/2018	5,619.20	5,619.20	210-70-41401		918
V18008	2	HARDWARE	Invoice	09/17/2018	09/29/2018	804.16	804.16	210-70-41401		918
V18008	1	YSI MIQ/C6 MODULE	Invoice	09/24/2018	09/29/2018	1,711.17	1,711.17	210-70-41401		918
Total 50345 AMBIENTE H2O INC.:						9,197.37	9,197.37			
2918 AMERIPRIDE LINEN AND APPAREL S										
240071	1	UNIFORMS WW	Invoice	08/30/2018	09/26/2018	178.63	178.63	210-70-41703		918
240071	1	UNIFORMS WW	Invoice	09/06/2018	09/26/2018	237.10	237.10	210-70-41703		918
240071	1	UNIFORMS WW	Invoice	09/13/2018	09/29/2018	178.63	178.63	210-70-41703		918
240071	1	UNIFORMS WW	Invoice	09/20/2018	09/29/2018	237.10	237.10	210-70-41703		918
Total 2918 AMERIPRIDE LINEN AND APPAREL S:						831.46	831.46			
1993 ARELLANO, NANCY										
8/29/18	1	Caselle Conf.- SLC, UT Oct. 10 & 11, 2018	Invoice	08/29/2018	09/27/2018	20.66	20.66	100-15-41724		918
8/29/18	2	Caselle Conf.- SLC, UT Oct. 10 & 11, 2018	Invoice	08/29/2018	09/27/2018	20.67	20.67	200-15-41724		918
8/29/18	3	Caselle Conf.- SLC, UT Oct. 10 & 11, 2018	Invoice	08/29/2018	09/27/2018	20.67	20.67	210-15-41724		918
Total 1993 ARELLANO, NANCY:						62.00	62.00			

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
<b>389 ASSOCIATION OF IDAHO CITIES</b>										
YM200	1	ICCTFOA Membership Dues- Stokes & Cone YM200	Invoice	08/14/2018	09/29/2018	30.00	30.00	100-15-41711		918
YM200	2	ICCTFOA Membership Dues- Stokes & Cone YM200	Invoice	08/14/2018	09/29/2018	30.00	30.00	200-15-41711		918
YM200	3	ICCTFOA Membership Dues- Stokes & Cone YM200	Invoice	08/14/2018	09/29/2018	30.00	30.00	210-15-41711		918
Total 389 ASSOCIATION OF IDAHO CITIES:										
						90.00	90.00			
<b>8547 AUSTIN, MICAH &amp; EMILY</b>										
9/4/18	1	Refund CR bal. 1041 Triumph Dr.	Invoice	09/04/2018	09/27/2018	18.92	18.92	100-00-15110		918
Total 8547 AUSTIN, MICAH & EMILY:										
						18.92	18.92			
<b>50311 BEST WESTERN PLUS TWIN FALLS HOTEL</b>										
8155	1	CONF # 313385 hotel room for Connor Lohrke trainin	Invoice	09/12/2018	09/26/2018	186.00	186.00	100-55-41724		918
Total 50311 BEST WESTERN PLUS TWIN FALLS HOTEL:										
						186.00	186.00			
<b>2885 BIG STATE INDUSTRIAL SUPPLY, I</b>										
130093	1	1300932 ORANGE MESH SAFETY VESTS	Invoice	08/29/2018	09/26/2018	466.92	466.92	100-40-41703		918
Total 2885 BIG STATE INDUSTRIAL SUPPLY, I:										
						466.92	466.92			
<b>982 BOISE MOBILE EQUIPMENT</b>										
2108	1	Radio Batteries and Parts	Invoice	09/24/2018	09/29/2018	693.00	693.00	100-55-41421		918
2127	1	2127 wildland/extrication PPE	Invoice	09/25/2018	09/29/2018	2,421.51	2,421.51	100-55-41703		918
430SO	1	Repair on E512 - Parts on order	Invoice	09/25/2018	09/29/2018	90.00	90.00	100-55-41415		918
Total 982 BOISE MOBILE EQUIPMENT:										
						3,204.51	3,204.51			
<b>50380 BOULDER MOUNTAIN HEATING</b>										
13431	1	13431 LIBRARY INSTALL NEW HVAC UNIT	Invoice	09/19/2018	09/26/2018	8,437.50	8,437.50	100-45-41413		918
Total 50380 BOULDER MOUNTAIN HEATING:										
						8,437.50	8,437.50			
<b>873 CED, INC.</b>										
3755-6	1	UR CONNECTORS	Invoice	08/14/2018	09/26/2018	22.00	22.00	200-60-41403		918
3755-6	1	3755-644428 VERT FLT CVR, DPLX RCPT-N5-15R	Invoice	09/12/2018	09/27/2018	59.17	59.17	100-40-41413		918
3755-6	1	3755-644547 14" BLK CABLE TIES	Invoice	09/13/2018	09/27/2018	40.01	40.01	100-40-41413		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 873 CED, INC. :										
						121.18	121.18			
5702 CINTAS										
501164	1	5011646532 FIRST AID SUPPLIES	Invoice	09/06/2018	09/26/2018	82.12	82.12	100-40-41215		918
Total 5702 CINTAS:										
						82.12	82.12			
2954 CLEAR CREEK DISPOSAL -PARKS										
000116	1	0001160167 PORTABLE RESTROOM MAINT. AUG.,	Invoice	08/28/2018	09/26/2018	79.21	79.21	100-50-41403		918
000116	2	0001160168 PORTABLE RESTROOM MAINT. HEAG	Invoice	08/28/2018	09/26/2018	27.83	27.83	100-50-41403		918
Total 2954 CLEAR CREEK DISPOSAL -PARKS:										
						107.04	107.04			
50301 CLEAR MIND GRAPHICS										
2678	1	2678 ANNUAL SSL CERTIFICATE - WATER SMART	Invoice	09/01/2018	09/26/2018	99.99	99.99	200-60-41324	16.60.0002.1	918
Total 50301 CLEAR MIND GRAPHICS:										
						99.99	99.99			
5961 CLEARWATER POWER EQUIPMENT LLC										
083018	1	08301875 WHEEL, ASSY. ANTI-SCALP	Invoice	08/30/2018	09/26/2018	42.40	42.40	100-50-41405		918
091418	1	09141803 BLADE / GATOR	Invoice	09/14/2018	09/27/2018	76.21	76.21	100-40-41405		918
Total 5961 CLEARWATER POWER EQUIPMENT LLC:										
						118.61	118.61			
1537 COMMERCIAL TIRE										
136708	1	136708 TIRE REPAIRS	Invoice	09/19/2018	09/27/2018	321.30	321.30	100-40-41405		918
Total 1537 COMMERCIAL TIRE:										
						321.30	321.30			
4948 CONE, MARY										
8/29/18	1	Caselle Conf. -SLC, UT Oct. 10 & 11, 2018	Invoice	08/29/2018	10/03/2018	20.66	20.66	100-15-41724		918
8/29/18	2	Caselle Conf. -SLC, UT Oct. 10 & 11, 2018	Invoice	08/29/2018	10/03/2018	20.67	20.67	200-15-41724		918
8/29/18	3	Caselle Conf. -SLC, UT Oct. 10 & 11, 2018	Invoice	08/29/2018	10/03/2018	20.67	20.67	210-15-41724		918
Total 4948 CONE, MARY:										
						62.00	62.00			
337 COPY & PRINT LLC										
83304	1	83304 OFFICE SUPPLIES	Invoice	01/19/2018	09/29/2018	43.73	43.73	100-25-41215		918
91950	1	91950 LIBRARY COPY PAPER	Invoice	09/07/2018	09/26/2018	85.98	85.98	100-45-41215		918

Posting period: 10/18

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
91955	1	91955 CABINET, SHELVING, TABLE - PW FILE RO	Invoice	09/10/2018	09/26/2018	408.81	408.81	100-42-41413		918
91955	2	91955 CABINET, SHELVING, TABLE - PW FILE RO	Invoice	09/10/2018	09/26/2018	408.81	408.81	200-42-41413		918
91955	3	91955 CABINET, SHELVING, TABLE - PW FILE RO	Invoice	09/10/2018	09/26/2018	408.82	408.82	210-42-41413		918
91964	1	7 copies 11x17	Invoice	09/11/2018	09/26/2018	12.53	12.53	100-20-41323		918
91964	2	10 copies 8 1/2 x 11	Invoice	09/11/2018	09/26/2018	3.90	3.90	100-20-41323		918
91964	3	130 HURA Packet Color 8 1/2 x 11	Invoice	09/11/2018	09/26/2018	50.70	50.70	100-20-41323		918
91964	4	175 HURA Packet B/W 8 1/2 x 11	Invoice	09/11/2018	09/26/2018	17.50	17.50	100-20-41323		918
92042	1	92042 BINDER CLIPS	Invoice	09/06/2018	09/26/2018	.43	.43	100-42-41215		918
92042	2	92042 BINDER CLIPS	Invoice	09/06/2018	09/26/2018	.43	.43	200-42-41215		918
92042	3	92042 BINDER CLIPS	Invoice	09/06/2018	09/26/2018	.43	.43	210-42-41215		918
92309	1	92309 - HOP PORTER PLAY STR. CLOSED SIGNS	Invoice	09/19/2018	09/26/2018	35.00	35.00	100-50-41403		918
Total 337 COPY & PRINT LLC:						1,477.07	1,477.07			
<b>2808 CORE &amp; MAIN LP</b>										
J45816	1	METER GASKETS	Invoice	09/10/2018	09/26/2018	27.00	27.00	200-60-41403		918
J45816	2	3/4" METERS	Invoice	09/10/2018	09/26/2018	2,042.04	2,042.04	200-60-41403		918
Total 2808 CORE & MAIN LP:						2,069.04	2,069.04			
<b>972 COX COMMUNICATIONS</b>										
91618	1	INTERNET WASTEWATER	Invoice	09/16/2018	10/01/2018	55.20	55.20	210-70-41713		918
91618	2	INTERNET WATER	Invoice	09/16/2018	10/01/2018	55.20	55.20	200-60-41713		918
Total 972 COX COMMUNICATIONS:						110.40	110.40			
<b>1062 DELL MARKETING L.P.</b>										
102666	1	MOBILE PRECISION 3530	Invoice	09/13/2018	09/29/2018	1,868.40	1,868.40	210-70-41424		918
102671	1	DELL PRECISION WORKSTATION T3430	Invoice	09/17/2018	09/29/2018	4,635.24	4,635.24	100-20-41411		918
102685	1	LATITUDE 14" RUGGED 5414 LAPTOP	Invoice	09/24/2018	09/29/2018	2,090.79	2,090.79	100-50-41215		918
Total 1062 DELL MARKETING L.P. :						8,594.43	8,594.43			
<b>781 DIG LINE</b>										
005877	1	0058777-IN DIG LINE FEES W	Invoice	08/31/2018	09/26/2018	85.92	85.92	200-60-41325		918
005877	2	0058777-IN DIG LINE FEES WW	Invoice	08/31/2018	09/26/2018	85.92	85.92	210-70-41325		918
Total 781 DIG LINE :						171.84	171.84			

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
254	DIVERSIFIED INSPECTIONS, INC									
294474	1	294474 ANNUAL BUCKET TRUCK INSPECTION	Invoice	08/30/2018	09/26/2018	461.25	461.25	100-40-41405		918
Total 254 DIVERSIFIED INSPECTIONS, INC:										
						461.25	461.25			
5686	DOMKE, RODNEY									
170052	1	ASE TEST REIMB	Invoice	02/13/2018	09/27/2018	159.00	159.00	100-40-41723		918
Total 5686 DOMKE, RODNEY:										
						159.00	159.00			
5021	E.C. ELECTRIC									
2578	1	2578 LED FLUORESCENT LIGHTS	Invoice	07/23/2018	09/27/2018	109.34	109.34	100-40-41413		918
Total 5021 E.C. ELECTRIC:										
						109.34	109.34			
4513	EBSCO INDUSTRIES INC.									
000505	1	0005055, 0498977, 0025973 magazine subscriptions	Invoice	03/13/2017	04/23/2018	114.21	114.21	100-45-41735		418
190041	1	magazine subscriptions	Invoice	09/13/2018	09/26/2018	21.99	21.99	100-45-41735		918
Total 4513 EBSCO INDUSTRIES INC.:										
						92.22	92.22			
2189	EMPIRE WEST, INC.									
40258	1	FIRE HYDRANT REPLACEMENT PARTS	Invoice	08/21/2018	09/26/2018	1,739.40	1,739.40	200-60-41403		918
40270	1	FIRE HYDRANT REPLACEMENT PARTS	Invoice	08/27/2018	09/26/2018	860.25	860.25	200-60-41403		918
40324	1	REPAIR KITS	Invoice	09/07/2018	09/26/2018	346.75	346.75	200-60-41403		918
40324	2	RUBBER PARTS KIT	Invoice	09/07/2018	09/26/2018	776.40	776.40	200-60-41403		918
40324	3	GASKETS	Invoice	09/07/2018	09/26/2018	41.40	41.40	200-60-41403		918
Total 2189 EMPIRE WEST, INC.:										
						3,764.20	3,764.20			
3094	ENERGY LABORATORIES, INC.									
181720	1	LAB TESTING WW	Invoice	09/06/2018	09/26/2018	122.00	122.00	210-70-41795		918
186407	1	LAB TESTING WW	Invoice	09/25/2018	09/29/2018	282.00	282.00	210-70-41795		918
Total 3094 ENERGY LABORATORIES, INC.:										
						404.00	404.00			
2048	ERICKSEN, KIMBER									
8/31/18	1	Refund CR bal. 840 Ponderosa Dr	Invoice	08/31/2018	09/29/2018	49.06	49.06	100-00-15110		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 2048 ERICKSEN, KIMBER:										
						49.06	49.06			
5942 ERICKSON, ROBERT										
09-17-1	1	WATER SMARTY REBATE - 1850 NORTHBRIDGE D	Invoice	09/17/2018	09/26/2018	982.50	982.50	200-60-41324	16.60.0002.1	918
Total 5942 ERICKSON, ROBERT:										
						982.50	982.50			
297 EVANS PLUMBING, INC.										
78262	1	FIX HPD RESTROOMS	Invoice	08/31/2018	09/26/2018	106.40	106.40	100-25-41413		918
Total 297 EVANS PLUMBING, INC.:										
						106.40	106.40			
50376 FERGUSON ENTERPRISES #3007										
651619	1	6516198 REBUILD KIT	Invoice	09/03/2018	09/26/2018	43.99	43.99	100-40-41405		918
Total 50376 FERGUSON ENTERPRISES #3007:										
						43.99	43.99			
5007 FIRST ALARM LLC										
5014	1	MONTHLY FIRE AND SECURITY MONITORING W	Invoice	09/15/2018	09/29/2018	75.00	75.00	210-70-41747		918
Total 5007 FIRST ALARM LLC:										
						75.00	75.00			
5114 FLINT TRADING INC										
226752	1	226752 THERMOPLASTIC - P FOR P	Invoice	08/27/2018	09/26/2018	2,940.00	2,940.00	120-40-41525	16.15.0001.1	918
Total 5114 FLINT TRADING INC:										
						2,940.00	2,940.00			
996 FREEDOM MAILING SERVICES										
34357	1	#34357 bill processing and newsletters	Invoice	09/11/2018	10/01/2018	544.58	544.58	100-15-41323		918
34357	2	#34357 bill processing and newsletters	Invoice	09/11/2018	10/01/2018	544.58	544.58	200-15-41323		918
34357	3	#34357 bill processing and newsletters	Invoice	09/11/2018	10/01/2018	544.58	544.58	210-15-41323		918
34384	1	#34384 delinquent notices and postage	Invoice	09/12/2018	10/01/2018	55.35	55.35	100-15-41323		918
34384	2	#34384 delinquent notices and postage	Invoice	09/12/2018	10/01/2018	55.35	55.35	200-15-41323		918
34384	3	#34384 delinquent notices and postage	Invoice	09/12/2018	10/01/2018	55.35	55.35	210-15-41323		918
Total 996 FREEDOM MAILING SERVICES:										
						1,799.79	1,799.79			
2043 FRENCH, CLARK										
9/21/18	1	Refund CR bal. 861 Jackpine Dr. remaining	Invoice	09/21/2018	09/27/2018	3.22	3.22	100-00-15110		918

Unpaid Invoice Report - MARY'S APPROVAL  
 Posting period: 10/18

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
Total 2043 FRENCH, CLARK:										
						3.22	3.22			
<b>2652 G C SYSTEMS INCORPORATED</b>										
36806	1	VALVE REBUILD PARTS	Invoice	08/22/2018	09/26/2018	1,203.65	1,203.65	200-60-41405		918
Total 2652 G C SYSTEMS INCORPORATED :										
						1,203.65	1,203.65			
<b>101 GALENA ENGINEERING, INC.</b>										
09-01-1	1	BALMORAL PARK IMPROVEMENTS UPDATE PLA	Invoice	09/01/2018	09/26/2018	205.00	205.00	120-50-41539	18.50.0001.1	918
09-04-1	1	SNOW STORAGE DESIGN	Invoice	09/04/2018	09/26/2018	2,161.94	2,161.94	100-40-41313		918
7301.0		#7301.02/SS/ Wertheimer Park Lot 2, Blk 1 Maple St	Invoice	09/04/2018	09/26/2018	553.75	553.75	100-20-41313		918
9-1-18	1	CC SEWER SYSTEM	Invoice	09/01/2018	09/26/2018	1,521.25	1,521.25	210-70-41313		918
9-1-18	2	GRADING PLAN - CARBONATE AND 1ST	Invoice	09/01/2018	09/26/2018	250.00	250.00	100-40-41313		918
9-4-18	1	PRV - AIRPORT WEST	Invoice	09/04/2018	09/26/2018	675.00	675.00	200-60-41313		918
Total 101 GALENA ENGINEERING, INC.:										
						5,366.94	5,366.94			
<b>213 GALLS, AN ARAMARK COMPANY</b>										
010449	1	BUCKLELESS INNER TROUSE	Invoice	08/02/2018	09/26/2018	33.57	33.57	100-25-41713		918
Total 213 GALLS, AN ARAMARK COMPANY:										
						33.57	33.57			
<b>369 GEM STATE WELDERS SUPPLY INC.</b>										
181846	1	TANK RENTAL FEE WWTP	Invoice	08/31/2018	09/26/2018	48.36	48.36	210-70-41775		918
181847	1	TANK RENTAL FEE	Invoice	08/31/2018	09/26/2018	8.06	8.06	200-60-41791		918
808106	1	CHLORINE	Invoice	08/28/2018	09/26/2018	1,444.20	1,444.20	200-60-41791		918
E25624	1	E256246 SHOP WELDING SUPPLIES	Invoice	09/06/2018	09/26/2018	432.56	432.56	100-40-41719		918
E25624	2	181845 CYLINDER FUEL	Invoice	09/06/2018	09/26/2018	8.06	8.06	100-40-41719		918
Total 369 GEM STATE WELDERS SUPPLY INC.:										
						1,941.24	1,941.24			
<b>336 GO FER IT EXPRESS</b>										
79419	1	LOCAL SHIPPING ST.	Invoice	08/31/2018	09/26/2018	17.00	17.00	100-40-41415		918
79419	2	LOCAL SHIPPING WW	Invoice	08/31/2018	09/26/2018	53.00	53.00	210-70-41213		918
79419	3	LOCAL SHIPPING W	Invoice	08/31/2018	09/26/2018	138.00	138.00	200-60-41213		918
Total 336 GO FER IT EXPRESS:										
						208.00	208.00			

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
1729	GOODE MOTOR									
9/18/18	1	2018 FORD F250 XL	Invoice	09/18/2018	09/29/2018	33,339.59	33,339.59	210-70-41529		918
Total 1729 GOODE MOTOR:						33,339.59	33,339.59			
1802	GRAHAM FIRE APPARATUS									
ID2018	1	17328 Class one Bleeder- vehicle repair	Invoice	09/17/2018	10/03/2018	49.70	49.70	100-55-41415		918
Total 1802 GRAHAM FIRE APPARATUS:						49.70	49.70			
922	GRAINGER INC., W.W.									
988547	1	SCREEN	Invoice	08/23/2018	09/26/2018	68.90	68.90	200-60-41413		918
Total 922 GRAINGER INC., W.W. :						68.90	68.90			
1850	GREAT AMERICA FINANCIAL SERVICES									
232687	1	Invoice# 23268785 09/23/2018	Invoice	08/29/2018	09/26/2018	95.00	95.00	100-20-41711		918
Total 1850 GREAT AMERICA FINANCIAL SERVICES:						95.00	95.00			
217	HACH COMPANY									
111341	1	LAB SUPPLIES WW	Invoice	09/13/2018	09/29/2018	1,448.08	1,448.08	210-70-41795		918
Total 217 HACH COMPANY :						1,448.08	1,448.08			
5304	HAWLEY GRAPHICS, INC									
10722	1	BUSINESS CARDS FOR ENGLAND	Invoice	09/09/2018	09/26/2018	85.00	85.00	100-25-41215		918
Total 5304 HAWLEY GRAPHICS, INC:						85.00	85.00			
8069	HILLSIDE AUTO									
31074	1	PARTS	Invoice	08/07/2018	09/26/2018	300.46	300.46	200-60-41415		918
31074	2	LABOR	Invoice	08/07/2018	09/26/2018	135.00	135.00	200-60-41415		918
31225	1	31225 BRAKE REPAIR ON PARKS BRONCO	Invoice	09/04/2018	09/26/2018	1,049.72	1,049.72	100-50-41415		918
Total 8069 HILLSIDE AUTO:						1,485.18	1,485.18			
2050	HOGAN, BARBARA									
8/31/18	1	Refund CR bal. 440 Northstar Dr	Invoice	08/31/2018	09/29/2018	375.55	375.55	100-00-15110		918

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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 2050 HOGAN, BARBARA:										
						375.55	375.55			
8606 HRA VEBA TRUST										
9/21/18	1	MONTHLY VEBA CONTRIBUTION	Invoice	09/21/2018	09/27/2018	18.14	18.14	100-25-41126		918
Total 8606 HRA VEBA TRUST:										
						18.14	18.14			
671 IDAHO LUMBER & HARDWARE										
741282	1	SCREWS	Invoice	08/22/2018	09/26/2018	6.99	6.99	200-60-41401		918
741282	2	CABLE TIE	Invoice	08/22/2018	09/26/2018	3.49	3.49	200-60-41413		918
741718	1	741718 BOARDS, SCREWS for HOP STRUCTURE	Invoice	08/25/2018	09/26/2018	267.63	267.63	100-50-41403		918
741873	1	741873 TOILET PLUNGER	Invoice	08/27/2018	09/26/2018	8.59	8.59	100-50-41403		918
742103	1	FLASHLIGHT	Invoice	08/28/2018	09/26/2018	41.99	41.99	200-60-41405		918
742104	1	SCREWS	Invoice	08/28/2018	09/26/2018	6.99	6.99	200-60-41401		918
742104	2	DRILL BITS	Invoice	08/28/2018	09/26/2018	15.98	15.98	200-60-41401		918
742201	1	742201 TAPE RULE W/BLADE ARMOR	Invoice	08/29/2018	09/26/2018	31.99	31.99	120-40-41525	16.15.0001.1	918
742213	1	742213 BOLTS - SHOP	Invoice	08/29/2018	09/26/2018	2.29	2.29	100-40-41405		918
742217	1	742217 CREDIT BOLT RETURN	Invoice	08/29/2018	09/26/2018	2.06	2.06	100-40-41405		918
742217	2	742217 BOLTS	Invoice	08/29/2018	09/26/2018	2.34	2.34	100-40-41405		918
742218	1	742118 WOODEN LATH	Invoice	08/28/2018	09/26/2018	38.58	38.58	100-50-41403		918
742256	1	742256 CONST. FENCE, STAPLES (FOR PAVILION	Invoice	08/29/2018	09/26/2018	108.55	108.55	100-50-41403	18.50.0001.1	918
742287	1	SCREWS	Invoice	08/29/2018	09/26/2018	13.98	13.98	200-60-41401		918
742376	1	742376 OIL 2 CYCLE	Invoice	08/30/2018	09/26/2018	27.54	27.54	100-50-41403		918
742378	1	742378 CREDIT TRIMMER LINE	Invoice	08/30/2018	09/26/2018	14.99	14.99	100-50-41403		918
742861	1	BOLTS	Invoice	09/04/2018	09/26/2018	24.95	24.95	200-60-41403	17.20.0001.1	918
742865	1	BOLTS	Invoice	09/04/2018	09/26/2018	12.52	12.52	200-60-41403	17.20.0001.1	918
742923	3	742923 MARKING CRAYONS, WHEEL, LEVEL	Invoice	09/04/2018	09/26/2018	371.33	371.33	100-40-41403		918
742989	1	742989 STRINGLINE, DRILL BIT	Invoice	09/05/2018	09/26/2018	49.98	49.98	120-50-41539	18.50.0001.1	918
743083	1	743083 FIR, PLUMB BOB, SCREWS, CONSTRUCTI	Invoice	09/05/2018	09/26/2018	130.26	130.26	120-50-41539	18.50.0001.1	918
743215	1	743215 12LB SLEDGE, 16OZ CLAW HAMMER, 4LB	Invoice	09/08/2018	09/26/2018	78.97	78.97	100-50-41403		918
743462	1	supplies for building project	Invoice	09/08/2018	09/26/2018	102.53	102.53	100-55-41413		918
743541	1	743541 paintbrush - bid project	Invoice	09/09/2018	09/26/2018	9.99	9.99	100-55-41413		918
743574	1	743574 BOLTS	Invoice	09/10/2018	09/26/2018	7.84	7.84	120-50-41539	18.50.0001.1	918
743861	1	CLEANING SUPPLIES FOR RESTROOMS/KITCHE	Invoice	09/11/2018	09/26/2018	23.94	23.94	100-25-41413		918
744202	1	744202 TRIMMER LINE	Invoice	09/13/2018	09/27/2018	14.99	14.99	100-40-41403		918
744570	1	744570 tear strip gasket	Invoice	09/15/2018	09/26/2018	2.99	2.99	100-55-41215		918
744915	1	744915 TUBE VINYL	Invoice	09/18/2018	09/27/2018	3.96	3.96	100-40-41405		918

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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 671 IDAHO LUMBER & HARDWARE:										
<b>22433 IDAHO POWER</b>										
9/14/18	1	IP Acct#220558908 HEAGLE/1151 War Eagle	Invoice	09/14/2018	10/01/2018	183.42	183.42	100-40-41717		918
9/14/18	2	IP Acct#2204414540 Street lights	Invoice	09/14/2018	10/01/2018	174.16	174.16	100-40-41717		918
9/18/18	1	IP Acct#2204935643 STREET -1811 MERLIN LOO	Invoice	09/18/2018	10/01/2018	267.16	267.16	100-40-41717		918
9/18/18	2	IP Acct#2204935643 HFD	Invoice	09/18/2018	10/01/2018	174.32	174.32	100-55-41717		918
9/18/18	3	IP Acct#2204935643 LIBRARY	Invoice	09/18/2018	10/01/2018	597.86	597.86	100-45-41717		918
9/18/18	4	IP Acct#2204935643 /33%	Invoice	09/18/2018	10/01/2018	130.49	130.49	100-42-41717		918
9/18/18	5	IP Acct#2204935643 /33%	Invoice	09/18/2018	10/01/2018	130.49	130.49	200-42-41717		918
9/18/18	6	IP Acct#2204935643 /33%	Invoice	09/18/2018	10/01/2018	130.48	130.48	210-42-41717		918
9/18/18	7	IP Acct#2204637769 W WATER	Invoice	09/18/2018	10/01/2018	11,514.95	11,514.95	210-70-41717		918
Total 22433 IDAHO POWER: 13,303.33 13,303.33										
<b>50352 IDAHO TRANSPORTATION DEPT</b>										
2018 F	1	2018 Ford PK F150	Invoice	09/25/2018	09/27/2018	23.00	23.00	100-40-41415		918
PARKS	1	1986 Utility Trailer- Parks	Invoice	09/21/2018	09/27/2018	23.00	23.00	100-50-41415		918
Total 50352 IDAHO TRANSPORTATION DEPT: 46.00 46.00										
<b>306 IMPERIAL ASPHALT</b>										
3885	1	3885 SEAL COAT 2ND AVE - PATHWAYS FOR PEO	Invoice	09/11/2018	09/27/2018	3,995.00	3,995.00	120-40-41525	16.15.0001.1	918
Total 306 IMPERIAL ASPHALT: 3,995.00 3,995.00										
<b>612 INGRAM BOOK COMPANY</b>										
362567	1	Library Books and Materials	Invoice	08/31/2018	09/26/2018	47.04	47.04	100-45-41535		918
362567	1	Library Books and Materials	Invoice	08/31/2018	09/26/2018	54.24	54.24	100-45-41535		918
362567	1	Library Books and Materials	Invoice	08/31/2018	09/26/2018	8.37	8.37	100-45-41535		918
362567	1	Library Books and Materials	Invoice	08/31/2018	09/26/2018	78.74	78.74	100-45-41535		918
362567	1	Library Books and Materials	Invoice	08/31/2018	09/26/2018	34.12	34.12	100-45-41535		918
362567	1	Library Books and Materials	Invoice	08/31/2018	09/26/2018	9.28	9.28	100-45-41535		918
362567	1	Library Books and Materials	Invoice	08/31/2018	09/26/2018	196.54	196.54	100-45-41535		918
362567	1	Library Books and Materials	Invoice	08/31/2018	09/26/2018	16.80	16.80	100-45-41535		918
363712	1	Library Books and Materials	Invoice	09/07/2018	09/26/2018	14.56	14.56	100-45-41535		918
363712	1	Library Books and Materials	Invoice	09/07/2018	09/26/2018	35.28	35.28	100-45-41535		918
363712	1	Library Books and Materials	Invoice	09/07/2018	09/26/2018	35.95	35.95	100-45-41535		918
363712	1	Library Books and Materials	Invoice	09/07/2018	09/26/2018	16.80	16.80	100-45-41535		918

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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
363712	1	Library Books and Materials	Invoice	09/07/2018	09/26/2018	5.77	5.77	100-45-41535		918
363762	1	Library Books and Materials	Invoice	09/09/2018	09/26/2018	17.87	17.87	100-45-41535		918
364265	1	Library Books and Materials	Invoice	09/11/2018	09/26/2018	91.04	91.04	100-45-41535		918
364684	1	Library Books and Materials	Invoice	09/13/2018	09/26/2018	9.85	9.85	100-45-41535		918
364684	2	Library Books and Materials	Invoice	09/13/2018	09/26/2018	5.00	5.00	100-45-41535		918
Total 612 INGRAM BOOK COMPANY:						677.25	677.25			
<b>5013 INSITE TOWERS LLC</b>										
457734	1	DELLA MT TOWER RENTAL 457734	Invoice	09/01/2018	10/03/2018	498.16	498.16	200-60-41713		918
457734	2	1/3 Share of Della Min. Tower Rental 457734	Invoice	09/01/2018	10/03/2018	65.79	65.79	100-42-41713		918
457734	3	1/3 Share of Della Min. Tower Rental 457734	Invoice	09/01/2018	10/03/2018	65.80	65.80	200-42-41713		918
457734	4	1/3 Share of Della Min. Tower Rental 457734	Invoice	09/01/2018	10/03/2018	65.80	65.80	210-42-41713		918
461030	1	DELLA MT TOWER RENTAL 10/1/18 461030	Invoice	10/01/2018	10/01/2018	498.16	498.16	200-60-41713		918
461030	2	1/3 Share of Della Min. Tower Rental 461030 10/1	Invoice	10/01/2018	10/01/2018	65.79	65.79	100-42-41713		918
461030	3	1/3 Share of Della Min. Tower Rental 461030 10/1	Invoice	10/01/2018	10/01/2018	65.79	65.79	200-42-41713		918
461030	4	1/3 Share of Della Min. Tower Rental 461030 10/1	Invoice	10/01/2018	10/01/2018	65.79	65.79	210-42-41713		918
Total 5013 INSITE TOWERS LLC:						1,391.08	1,391.08			
<b>229 INTEGRATED TECHNOLOGIES</b>										
101520	1	PRINTER MONTHLY MAINTENANCE WWTP	Invoice	08/07/2018	09/26/2018	33.28	33.28	210-70-41325		918
102030	1	#102030 Sharp MC-M550N	Invoice	08/20/2018	09/27/2018	50.70	50.70	100-15-41323		918
102030	2	#102030 Sharp MC-M550N	Invoice	08/20/2018	09/27/2018	50.71	50.71	200-15-41323		918
102030	3	#102030 Sharp MC-M550N	Invoice	08/20/2018	09/27/2018	50.71	50.71	210-15-41323		918
102624	1	XEROX BW	Invoice	08/28/2018	09/26/2018	23.50	23.50	100-20-41323		918
102624	2	XEROX COLOR	Invoice	08/28/2018	09/26/2018	201.96	201.96	100-20-41323		918
102624	3	XEROX BASE RATE	Invoice	08/28/2018	09/26/2018	55.00	55.00	100-20-41323		918
103068	1	HPD COPIER	Invoice	08/30/2018	09/26/2018	60.50	60.50	100-25-41411		918
Total 229 INTEGRATED TECHNOLOGIES:						526.36	526.36			
<b>384 INTERMOUNTAIN GAS COMPANY</b>										
9121/18	1	meter 536199 P/W 33.3%	Invoice	09/21/2018	10/01/2018	3.53	3.53	100-42-41717		918
9121/18	2	meter 536199 P/W 33.3%	Invoice	09/21/2018	10/01/2018	3.53	3.53	200-42-41717		918
9121/18	3	meter 536199 P/W 33.3%	Invoice	09/21/2018	10/01/2018	3.54	3.54	210-42-41717		918
9121/18	4	METER 536199 library	Invoice	09/21/2018	10/01/2018	10.60	10.60	100-45-41717		918
9121/18	5	meter 520352 P/W 1241 WAR EAGLE	Invoice	09/21/2018	10/01/2018	9.79	9.79	100-50-41717		918
9121/18	6	meter 223166 4297 Glenbrook Shop	Invoice	09/21/2018	10/01/2018	9.79	9.79	210-70-41717		918
9121/18	7	meter 482629802 HAILEY POLICE-ARMORY	Invoice	09/21/2018	10/01/2018	57.83	57.83	100-25-41717		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
9/21/18	8	meter 517964 Woodside Treatment Plant	Invoice	09/21/2018	10/01/2018	9.79	9.79	210-70-41717		918
9/21/18	9	meter 223157 4297 Glenbrook A	Invoice	09/21/2018	10/01/2018	18.80	18.80	210-70-41717		918
9/21/18	10	meter 634547 4297 Glenbrook Bio-Solids	Invoice	09/21/2018	10/01/2018	85.47	85.47	210-70-41717		918
9/21/18	11	meter 475252 WW Treatment Plant	Invoice	09/21/2018	10/01/2018	130.48	130.48	210-70-41717		918
9/21/18	12	meter 529797 STREET 1811 Merlin LP	Invoice	09/21/2018	10/01/2018	32.61	32.61	100-40-41717		918
9/21/18	13	meter 475481 HFD	Invoice	09/21/2018	10/01/2018	13.99	13.99	100-55-41717		918
Total 384 INTERMOUNTAIN GAS COMPANY:						389.75	389.75			
50334 JAMES W. PHILLIPS, ATTORNEY AT LAW										
09-06-1	1	08/22/18 Telephone Conference with Lisa, 08/23/18	Invoice	09/06/2018	09/26/2018	595.50	595.50	100-20-41325		918
Total 50334 JAMES W. PHILLIPS, ATTORNEY AT LAW:						595.50	595.50			
330 JANE'S ARTIFACTS										
040226	1	040226 LAMINATING SIGNS: HOP STRUCTURE CL	Invoice	08/23/2018	09/26/2018	32.00	32.00	100-50-41403		918
040308	4	#040308 door wedges for city wall entrances	Invoice	08/30/2018	09/29/2018	13.77	13.77	100-42-41413		918
040320	5	#040320 cleaning wipes	Invoice	08/31/2018	09/29/2018	21.38	21.38	100-20-41215		918
040320	6	#040320 door wedges for city hall entrances	Invoice	08/31/2018	09/29/2018	13.77	13.77	100-42-41413		918
040320	7	#040320 admin/ copy room supplies, wipes, staple r	Invoice	08/31/2018	09/29/2018	16.84	16.84	100-15-41215		918
040320	8	#040320 admin/ copy room supplies, wipes, staple r	Invoice	08/31/2018	09/29/2018	16.84	16.84	200-15-41215		918
040320	9	#040320 admin/ copy room supplies, wipes, staple r	Invoice	08/31/2018	09/29/2018	16.85	16.85	210-15-41215		918
040321	1	#040321 pallet of recycled paper	Invoice	08/31/2018	09/29/2018	566.66	566.66	100-15-41215		918
040321	2	#040321 pallet of recycled paper	Invoice	08/31/2018	09/29/2018	566.66	566.66	200-15-41215		918
040321	3	#040321 pallet of recycled paper	Invoice	08/31/2018	09/29/2018	566.67	566.67	210-15-41215		918
040503	1	040503 OFFICE SUPPLIES	Invoice	09/14/2018	09/26/2018	14.21	14.21	100-42-41215		918
040503	2	040503 OFFICE SUPPLIES	Invoice	09/14/2018	09/26/2018	14.21	14.21	200-42-41215		918
040503	3	040503 OFFICE SUPPLIES	Invoice	09/14/2018	09/26/2018	14.22	14.22	210-42-41215		918
Total 330 JANE'S ARTIFACTS:						1,874.08	1,874.08			
6253 KEMIRA WATER SOLUTIONS										
901760	1	PAX14 .275/LB Delivered	Invoice	08/24/2018	09/26/2018	13,365.00	13,365.00	210-70-41791		918
Total 6253 KEMIRA WATER SOLUTIONS:						13,365.00	13,365.00			
238 KNOX COMPANY										
SO000	1	#CUS101517 repair tech lock	Invoice	09/21/2018	09/29/2018	2,890.00	2,890.00	100-55-41413		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 238 KNOX COMPANY :										
						2,890.00	2,890.00			
5703 KOEHMSTEDT, LEE										
09-17-1	1	WATER SMARTY REBATE - 317 N 1ST AVE	Invoice	09/17/2018	09/26/2018	183.29	183.29	200-60-41324	16.60.0002.1	918
Total 5703 KOEHMSTEDT, LEE:										
						183.29	183.29			
386 L.L. GREENS										
8-16-18	1	BATTERIES	Invoice	08/16/2018	09/26/2018	13.49	13.49	100-25-41215		918
9-16-18	1	A522061 ORANGE SAFETY MARKERS	Invoice	09/16/2018	09/26/2018	164.88	164.88	100-40-41403		918
Total 386 L.L. GREENS :										
						178.37	178.37			
366 LES SCHWAB TIRE CENTER										
117005	1	TIRE REPLACEMENT	Invoice	09/20/2018	09/29/2018	1,187.79	1,187.79	210-70-41415		918
117005	2	SHOCK REPLACEMENT	Invoice	09/20/2018	09/29/2018	549.20	549.20	210-70-41415		918
117005	3	BACKHOE TIRE	Invoice	09/20/2018	09/29/2018	417.19	417.19	210-70-41415		918
ACCT 1	2	9.1.18 STATEMENT CREDIT BALANCE	Invoice	09/01/2018	09/15/2018	486.78-	486.78-	100-40-41405		918
Total 366 LES SCHWAB TIRE CENTER:										
						1,667.40	1,667.40			
226 LUTZ RENTALS										
87258-	1	87258-2 CONCRETE VIBRATOR - BALMORAL CON	Invoice	09/10/2018	09/27/2018	40.61	40.61	120-50-41539	18.50.0001.1	918
Total 226 LUTZ RENTALS :										
						40.61	40.61			
928 MAGIC VALLEY LABS, INC.										
9267	1	DRINKING WATER BACTERIA SAMPLES	Invoice	08/27/2018	09/26/2018	112.00	112.00	200-60-41795		918
9267	2	INDIAN CREEK WEEKLY SAMPLE	Invoice	08/27/2018	09/26/2018	132.00	132.00	200-60-41795		918
9267	3	LEAD/COPPER SAMPLES	Invoice	08/27/2018	09/26/2018	700.00	700.00	200-60-41795		918
9267	4	TTHM & HAA5	Invoice	08/27/2018	09/26/2018	360.00	360.00	200-60-41795		918
9267	5	COOLER RETURN	Invoice	08/27/2018	09/26/2018	55.00	55.00	200-60-41795		918
9268	1	WWTP LABS	Invoice	08/27/2018	09/26/2018	438.00	438.00	210-70-41795		918
Total 928 MAGIC VALLEY LABS, INC. :										
						1,797.00	1,797.00			
2044 MASM MOTORS										
73	1	#73 SQD 62 repair	Invoice	09/04/2018	09/26/2018	1,394.05	1,394.05	100-55-41415		918

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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 2044 MASM MOTORS:										
<b>4495 MIDWEST TAPE</b>										
	963955	1 library materials/ dvd	Invoice	08/31/2018	09/26/2018	18.74	18.74	100-45-41535		918
	964137	1 library materials/ dvd	Invoice	09/07/2018	09/26/2018	24.99	24.99	100-45-41535		918
	964137	2 library materials/ dvd	Invoice	09/07/2018	09/26/2018	23.99	23.99	100-45-41535	17.45.0001.1	918
	964137	1 library materials/ dvd	Invoice	09/07/2018	09/26/2018	39.99	39.99	100-45-41535		918
	964203	1 library materials/ dvd	Invoice	09/10/2018	09/26/2018	34.99	34.99	100-45-41535		918
Total 4495 MIDWEST TAPE: 142.70										
<b>5704 MORGAN, MARY KIMBERLY</b>										
	09-17-1	1 WATER SMARTY REBATE - 3311 FLOWING WELLS	Invoice	09/17/2018	09/26/2018	2,000.00	2,000.00	200-60-41324	16.60.0002.1	918
Total 5704 MORGAN, MARY KIMBERLY: 2,000.00										
<b>8585 MOUNTAIN HOME AUTO RANCH</b>										
	100-40-	1 2018 FORD F150 PICK UP	Invoice	08/23/2018	09/26/2018	35,458.00	35,458.00	100-40-41529		918
Total 8585 MOUNTAIN HOME AUTO RANCH: 35,458.00										
<b>2367 MSC INDUSTRIAL SUPPLY CO.</b>										
	922239	1 MISC SHOP SUPPLIES WW	Invoice	09/17/2018	09/29/2018	870.97	870.97	210-70-41423		918
	C92223	1 MISC SHOP SUPPLIES WW	Invoice	09/14/2018	09/29/2018	109.93	109.93	210-70-41423		918
Total 2367 MSC INDUSTRIAL SUPPLY CO.: 980.90										
<b>251 NAPA AUTO PARTS</b>										
	942099	1 942099 LAMP ASSEMBLY	Invoice	08/03/2018	09/27/2018	79.24	79.24	100-40-41405		918
	943683	1 LIGHT BARS	Invoice	08/16/2018	09/26/2018	238.02	238.02	200-60-41405		918
	944504	1 944504 SAFETY GLASSES	Invoice	08/23/2018	09/27/2018	9.88	9.88	100-40-41703		918
	945124	1 945124 GASKET MATERIAL	Invoice	08/28/2018	09/27/2018	11.95	11.95	100-40-41405		918
	94521	1 944521 BRAKE MASTER CYLINDER	Invoice	08/23/2018	09/27/2018	38.99	38.99	100-40-41405		918
	945586	1 BATTERY	Invoice	08/31/2018	09/26/2018	387.38	387.38	210-70-41405		918
	946689	1 BATTERY CORE DEPOSIT WWTP	Invoice	09/11/2018	09/26/2018	86.40	86.40	210-70-41405		918
	946869	1 946869 ACCELERATOR CABLE	Invoice	09/13/2018	09/27/2018	24.24	24.24	100-40-41405		918
	947291	1 947291 SWITCH	Invoice	09/18/2018	09/27/2018	7.41	7.41	100-40-41405		918
	947418	1 #947418 Air & Fuel Filter for E513	Invoice	09/18/2018	10/03/2018	25.58	25.58	100-55-41415		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 251 NAPA AUTO PARTS:										
307 NORTH CENTRAL LABORATORIES										
411701	1	LAB QA/QC STANDARDS	Invoice	08/29/2018	09/26/2018	43.91	43.91	210-70-41795		918
412463	1	LAB SUPPLIES WW	Invoice	09/14/2018	09/29/2018	315.29	315.29	210-70-41795		918
Total 307 NORTH CENTRAL LABORATORIES :										
2174 NORTHERN TOOL & EQUIPMENT										
410975	1	41097542 SEAT BELT	Invoice	09/14/2018	09/27/2018	34.48	34.48	100-40-41405		918
Total 2174 NORTHERN TOOL & EQUIPMENT:										
283 OFFICE VALUE										
201818	1	OFFICE SUPPLIES WW	Invoice	09/17/2018	09/29/2018	867.11	867.11	210-70-41211		918
Total 283 OFFICE VALUE :										
50298 O'REILLY AUTO PARTS										
4635-3	1	SEAT COVER	Invoice	08/08/2018	09/26/2018	24.99	24.99	100-25-41415		918
4635-3	1	4635-378949 MOBILE POWER	Invoice	08/20/2018	09/26/2018	49.99	49.99	100-50-41403		918
4635-3	1	4635-380879 LUND CATCH-IT	Invoice	08/29/2018	09/27/2018	95.89	95.89	100-40-41405		918
4635-3	1	4635-380922 BRAKE FLUID	Invoice	08/29/2018	09/27/2018	25.99	25.99	100-40-41405		918
4635-3	1	4635-381345 MUD FLAPS	Invoice	08/31/2018	09/27/2018	156.76	156.76	100-40-41405		918
4635-3	1	HOSE NOZZLE AND WIPES	Invoice	09/01/2018	09/26/2018	21.47	21.47	100-25-41415		918
4635-3	2	4635-382446 SPARK PLUGS FOR RIDING MOWER	Invoice	09/06/2018	09/26/2018	10.36	10.36	100-50-41403		918
4635-3	1	SUPPLIES TO REMOVE STICKERS FROM CARS	Invoice	09/06/2018	09/26/2018	24.66	24.66	100-25-41415		918
4635-3	1	4635-382918 trailer hitch	Invoice	09/08/2018	09/26/2018	30.19	30.19	100-55-41405		918
4635-3	1	4635-384594 DRAIN PAN	Invoice	09/17/2018	09/27/2018	9.49	9.49	100-40-41405		918
Total 50298 O'REILLY AUTO PARTS:										
6217 OVERDRIVE										
03040C	1	Ebooks_ID8 Collection	Invoice	09/05/2018	09/26/2018	1,050.00	1,050.00	100-45-41535		918
Total 6217 OVERDRIVE:										
727 OVERHEAD DOOR COMPANY										
402269	1	402269 ROLLING DOOR MAINTENANCE	Invoice	08/27/2018	09/27/2018	645.00	645.00	100-40-41413		918

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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 727 OVERHEAD DOOR COMPANY :										
438 PLATT						645.00	645.00			
T02679	1	BATTERY BACKUPS	Invoice	08/16/2018	09/26/2018	396.90	396.90	200-60-41401		918
Total 438 PLATT:										
3181 QUALITY TOOL CONNECTION						271.43	271.43	100-40-41423		918
4856	1	4856 M'18 3/8" RT ANG IMP KIT	Invoice	09/11/2018	09/27/2018	271.43	271.43			
Total 3181 QUALITY TOOL CONNECTION:										
2046 RAY'S PAGER SALES						2,097.50	2,097.50	100-55-41517		918
12033	1	12033 Pagers from EMS Grant w warranty	Invoice	09/11/2018	10/03/2018	2,097.50	2,097.50			
Total 2046 RAY'S PAGER SALES:										
2849 ROAD WORK AHEAD CONSTRUCTION SUPPLY						4,869.88	4,869.88	100-40-41403		918
TS--84	1	TS--8427 TRAFFIC CONTROL - FOG SEAL	Invoice	08/29/2018	09/26/2018	4,869.88	4,869.88			
Total 2849 ROAD WORK AHEAD CONSTRUCTION SUPPLY:										
159 ROBERTS ELECTRIC INC.						781.25	781.25			
404726	1	PARTS	Invoice	08/06/2018	09/26/2018	62.43	62.43	200-60-41401		918
404726	2	LABOR	Invoice	08/06/2018	09/26/2018	150.00	150.00	200-60-41401		918
404737	1	FUSES	Invoice	08/14/2018	09/26/2018	325.18	325.18	200-60-41401		918
404853	1	FUSES	Invoice	08/27/2018	09/26/2018	243.64	243.64	200-60-41401		918
Total 159 ROBERTS ELECTRIC INC.:										
2051 ROSSO, BOB						34.81	34.81	100-00-15110		918
8/31/18	1	Refund CR bal. 215 E Galena St	Invoice	08/31/2018	09/27/2018	34.81	34.81			
Total 2051 ROSSO, BOB:										
5328 RUSCITTO/LATHAM/BLANTON						1,312.50	1,312.50	100-20-41313		918
091802	1	Blaine Manor Circulation Planning Michael Bullis PAP	Invoice	09/12/2018	09/26/2018	1,312.50	1,312.50			
091802	2	Blaine Manor Circulation Planning Nate hecker AI	Invoice	09/12/2018	09/26/2018	1,481.25	1,481.25	100-20-41313		918
091802	3	Blaine Manor Circulation Planning Hunter Todd AI	Invoice	09/12/2018	09/26/2018	150.00	150.00	100-20-41313		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
091802	4	Blaine Manor Circulation Planning B/W Reproduction	Invoice	09/12/2018	09/26/2018	.42	.42	100-20-41313		918
091802	5	Blaine Manor Circulation Planning Color Reproduction	Invoice	09/12/2018	09/26/2018	3.75	3.75	100-20-41313		918
091802	6	Blaine Manor Circulation Planning Color Reproduction	Invoice	09/12/2018	09/26/2018	12.75	12.75	100-20-41313		918
091802	7	Blaine Manor Circulation Planning Sales Tax	Invoice	09/12/2018	09/26/2018	1.35	1.35	100-20-41313		918
Total 5328 RUSCITTO/LATHAM/BLANTON:						2,962.02	2,962.02			
<b>2124 SAWTOOTH PAINT &amp; AIRLESS, INC.</b>										
126923	1	126923 BRUSH, TAPE TO PAINT PARK SIGN AT EC	Invoice	08/20/2018	09/26/2018	16.68	16.68	100-50-41403		918
127394	1	PAINT SAMPLES - CITY HALL RESTROOMS	Invoice	09/06/2018	09/26/2018	5.72	5.72	100-42-41413		918
127394	2	PAINT SAMPLES - CITY HALL RESTROOMS	Invoice	09/06/2018	09/26/2018	5.73	5.73	200-42-41413		918
127394	3	PAINT SAMPLES - CITY HALL RESTROOMS	Invoice	09/06/2018	09/26/2018	5.73	5.73	210-42-41413		918
Total 2124 SAWTOOTH PAINT & AIRLESS, INC.:						33.86	33.86			
<b>214 SAWTOOTH WOOD PRODUCTS</b>										
000010	1	0000109086 PARKS PURCHASED CHAINSAW AND	Invoice	08/23/2018	09/26/2018	389.90	389.90	100-50-41215		918
000010	1	BLADES	Invoice	08/30/2018	09/26/2018	59.70	59.70	200-60-41405		918
Total 214 SAWTOOTH WOOD PRODUCTS :						449.60	449.60			
<b>5834 SCOTT MILEY ROOFING</b>										
18-435	1	18-435 1ST AVE SIDEWALKS	Invoice	09/05/2018	09/26/2018	16,552.04	16,552.04	100-40-41401	15.40.0001.1	918
Total 5834 SCOTT MILEY ROOFING:						16,552.04	16,552.04			
<b>4910 SHRED-IT USA</b>										
812540	1	document shredding contract inv. 8125405533	Invoice	08/22/2018	10/01/2018	33.51	33.51	100-15-41325		918
812540	2	document shredding contract inv. 8125405533	Invoice	08/22/2018	10/01/2018	33.51	33.51	200-15-41325		918
812540	3	document shredding contract inv. 8125405533	Invoice	08/22/2018	10/01/2018	33.51	33.51	210-15-41325		918
Total 4910 SHRED-IT USA:						100.53	100.53			
<b>9560 SILVER CREEK FORD</b>										
9-6-18	1	HPD 6 TURN SIGNAL	Invoice	09/06/2018	09/26/2018	530.76	530.76	100-25-41415		918
Total 9560 SILVER CREEK FORD:						530.76	530.76			
<b>5494 SILVER CREEK SUPPLY</b>										
S18941	1	S1894103.001 VALVE 2" SCRUBBER	Invoice	08/15/2018	09/26/2018	151.20	151.20	100-50-41403		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
S18957	1	S1895701.001 VALVE 1" ANGLE/GLOBE	Invoice	08/15/2018	09/26/2018	34.20	34.20	100-50-41403		918
S18964	1	S1896451.001 ROTOR, 3/4 NIP, COUPLING, BUSHI	Invoice	08/16/2018	09/26/2018	17.28	17.28	100-50-41403		918
S18968	1	S1896854.001 HAND PUMP	Invoice	08/17/2018	09/26/2018	49.14	49.14	100-50-41403		918
S18971	1	S1897151.001 TORCH, CLAMP, FUEL CYLINDER	Invoice	08/17/2018	09/26/2018	93.69	93.69	100-50-41403		918
S18976	1	S1897667.001 FLAGS, WIRE CONNECTOR, VLV 1"	Invoice	08/20/2018	09/26/2018	67.78	67.78	100-50-41403		918
S18982	1	S1898281.001 HUNTER SIDE STRIP	Invoice	08/21/2018	09/26/2018	108.60	108.60	100-50-41403		918
S18982	1	S1898290.001 ROTOR POP UPS	Invoice	08/21/2018	09/26/2018	154.00	154.00	100-50-41403		918
S18983	1	S1898355.001 ROTOR FALCON, VLV 1" ANGLE/GL	Invoice	08/21/2018	09/26/2018	94.20	94.20	100-50-41403		918
S18997	1	S1897083.001 COUPLING, CARBIDE PRUNING 1P	Invoice	08/17/2018	09/26/2018	24.18	24.18	100-50-41403		918
Total 5494 SILVER CREEK SUPPLY:						794.27	794.27			
<b>2047 SIMON, TRACY</b>										
9/24/18	1	Refund CR bal. 242 Winterberry Lp E	Invoice	09/24/2018	09/29/2018	6.84	6.84	100-00-15110		918
Total 2047 SIMON, TRACY:						6.84	6.84			
<b>832 SIX STATES DISTRIBUTORS/TRUCKPRO LLC</b>										
25 065	1	25 055568 YOKES, SHAFTS, U-JOINT KIT, TUBING	Invoice	08/29/2018	09/27/2018	867.03	867.03	100-40-41405		918
Total 832 SIX STATES DISTRIBUTORS/TRUCKPRO LLC:						867.03	867.03			
<b>30263 SPFF Water Engineering, LLC</b>										
25226	1	25226 FIELD EXAM HEAGLE PARK - WATER RIGH	Invoice	08/31/2018	09/26/2018	452.25	452.25	200-60-41313	15.60.0001.1	918
25227	1	25227 WATER SUPPLY BANK APPLICATIONS	Invoice	08/31/2018	09/26/2018	318.50	318.50	200-60-41313	15.60.0001.1	918
Total 30263 SPFF Water Engineering, LLC:						770.75	770.75			
<b>2049 STEFANI, PAUL</b>										
8/31/18	1	Refund CR bal. 613 San Badger Ln.	Invoice	08/31/2018	09/29/2018	173.11	173.11	100-00-15110		918
Total 2049 STEFANI, PAUL:						173.11	173.11			
<b>50413 STRAIGHT STRIPE PAINTING, INC.</b>										
13776	1	13776 OIL APPLICATION	Invoice	08/29/2018	09/26/2018	13,500.00	13,500.00	100-40-41403	18.40.0005.1	918
Total 50413 STRAIGHT STRIPE PAINTING, INC.:						13,500.00	13,500.00			
<b>5070 SUE 'N STITCHES ALTERATIONS</b>										
31	1	Credit from inv. # 31, incorrect charge	Invoice	07/18/2018	09/15/2018	40.00-	40.00-	100-25-41703		918

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 5070 SUE 'N STITCHES ALTERATIONS:										
						40.00-	40.00-			
1771 SUN VALLEY LANDSCAPING INC.										
6128 C	1	CREDIT - OVERPAID LIB. SHARE \$400, CK NOS. 4	Invoice	03/28/2018	07/30/2018	400.00-	400.00-	100-45-41413		718
6221 C	1	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	80.00	80.00	100-42-41413		718
6221 C	2	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	26.67	26.67	100-42-41413		718
6221 C	3	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	26.67	26.67	200-42-41413		718
6221 C	4	6221 LIBRARY SNOW REMOVAL	Invoice	04/30/2018	07/30/2018	26.66	26.66	210-42-41413		718
FC 419	1	4197 FINANCE CHARGE	Invoice	03/25/2018	07/30/2018	3.33	3.33	100-42-41413		718
FC 419	2	4197 FINANCE CHARGE	Invoice	03/25/2018	07/30/2018	3.33	3.33	200-42-41413		718
FC 419	3	4197 FINANCE CHARGE	Invoice	03/25/2018	07/30/2018	3.34	3.34	210-42-41413		718
FC 419	1	4199 FINANCE CHARGE	Invoice	04/25/2018	07/30/2018	3.35	3.35	100-42-41413		718
FC 419	2	4199 FINANCE CHARGE	Invoice	04/25/2018	07/30/2018	3.36	3.36	200-42-41413		718
FC 419	3	4199 FINANCE CHARGE	Invoice	04/25/2018	07/30/2018	3.36	3.36	210-42-41413		718
FC 420	1	4205 FINANCE CHARGE	Invoice	05/25/2018	07/30/2018	4.21	4.21	100-42-41413		718
FC 420	2	4205 FINANCE CHARGE	Invoice	05/25/2018	07/30/2018	4.21	4.21	200-42-41413		718
FC 420	3	4205 FINANCE CHARGE	Invoice	05/25/2018	07/30/2018	4.20	4.20	210-42-41413		718
Total 1771 SUN VALLEY LANDSCAPING INC.:										
						207.31-	207.31-			
1839 SWEETWATER ALPINE										
8/31/18	1	Refund CR Bal. 2461 Grange Wy	Invoice	08/31/2018	09/27/2018	26.64	26.64	100-00-15110		918
Total 1839 SWEETWATER ALPINE:										
						26.64	26.64			
347 TERRITORIAL SUPPLIES, INC.										
13970	1	VEST	Invoice	08/31/2018	09/26/2018	688.50	688.50	100-25-41527		918
Total 347 TERRITORIAL SUPPLIES, INC. :										
						688.50	688.50			
2223 THORNTON HEATING & SHEETMETAL INC										
36283	1	36283 ECONOMIZER FILTERS - HVAC SYSTEM	Invoice	08/27/2018	09/26/2018	268.92	268.92	100-42-41413		918
36283	2	36283 ECONOMIZER FILTERS - HVAC SYSTEM	Invoice	08/27/2018	09/26/2018	268.92	268.92	200-42-41413		918
36283	3	36283 ECONOMIZER FILTERS - HVAC SYSTEM	Invoice	08/27/2018	09/26/2018	268.92	268.92	210-42-41413		918
Total 2223 THORNTON HEATING & SHEETMETAL INC:										
						806.76	806.76			
5188 UNIQUE MANAGEMENT SERVICES										
467038	1	Library Debt Collections	Invoice	09/01/2018	09/26/2018	143.20	143.20	100-45-41325		918

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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 5188 UNIQUE MANAGEMENT SERVICES:										
2817 UNITED OIL										
173904	1	173904 BULK FUEL	Invoice	08/24/2018	09/27/2018	1,887.11	1,887.11	100-40-41719		918
392116	1	DYED LS DIESEL EX WW	Invoice	09/26/2018	09/29/2018	596.03	596.03	210-70-41719		918
892633	1	#892633 Fuel Charges for 9.1.2018 - 9.15.2018	Invoice	09/15/2018	09/29/2018	393.72	393.72	100-55-41719		918
Total 2817 UNITED OIL: 2,876.86 2,876.86										
1216 UPPER CASE PRINTING, INK										
13627	1	#13627 11x17 Newsletter and firewise flyer	Invoice	09/07/2018	09/27/2018	126.08	126.08	100-15-41323		918
13627	2	#13627 11x17 Newsletter and firewise flyer	Invoice	09/07/2018	09/27/2018	126.08	126.08	200-15-41323		918
13627	3	#13627 11x17 Newsletter and firewise flyer	Invoice	09/07/2018	09/27/2018	126.08	126.08	210-15-41323		918
Total 1216 UPPER CASE PRINTING, INK: 378.24 378.24										
1253 US BANK										
509669	1	GO Annual Paying Agent	Invoice	08/24/2018	09/26/2018	400.00	400.00	140-50-41613		918
Total 1253 US BANK: 400.00 400.00										
645 VALLEY CAR WASH										
8/27/18	1	8.27.18 PROPANE	Invoice	08/27/2018	09/27/2018	23.73	23.73	100-40-41719		918
Total 645 VALLEY CAR WASH: 23.73 23.73										
6032 VALLEY WINDOW CLEAN										
538945	1	538945 UPSTAIRS WINDOWS / EXTERIOR ONLY	Invoice	10/01/2018	10/03/2018	250.00	250.00	100-42-41413		918
538945	2	538945 UPSTAIRS WINDOWS / EXTERIOR ONLY	Invoice	10/01/2018	10/03/2018	250.00	250.00	200-42-41413		918
538945	3	538945 UPSTAIRS WINDOWS / EXTERIOR ONLY	Invoice	10/01/2018	10/03/2018	250.00	250.00	210-42-41413		918
Total 6032 VALLEY WINDOW CLEAN: 750.00 750.00										
2052 VANSTEEELANT, DARCY										
8/27/18	1	Refund Park Reservation fee 9/13/18	Invoice	08/27/2018	09/27/2018	100.00	100.00	100-00-32265		918
8/27/18	2	Refund Park Reservation fee 9/13/18 tax	Invoice	08/27/2018	09/27/2018	6.00	6.00	100-00-20317		918
Total 2052 VANSTEEELANT, DARCY: 106.00 106.00										

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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
5701 VARELA, YULIANA										
9-6-18	1	WATER SMARTY REBATE - 1835 BRIARWOOD	Invoice	09/06/2018	09/26/2018	1,619.20	1,619.20	200-60-41324	16.60.0002.1	918
Total 5701 VARELA, YULIANA:						1,619.20	1,619.20			
762 VERIZON WIRELESS										
981415	1	MONTHLY CELL PHONE BILL STREETS	Invoice	09/07/2018	10/01/2018	51.89	51.89	100-40-41713		918
981415	2	MONTHLY CELL PHONE BILL WATER	Invoice	09/07/2018	10/01/2018	115.68	115.68	200-60-41713		918
981415	3	MONTHLY CELL PHONE BILL WASTE WATER	Invoice	09/07/2018	10/01/2018	126.44	126.44	210-70-41713		918
981415	4	MONTHLY CELL PHONE BILL Parks	Invoice	09/07/2018	10/01/2018	40.01	40.01	100-50-41713		918
Total 762 VERIZON WIRELESS :						334.02	334.02			
367 WALKER SAND AND GRAVEL										
004761	1	DUMP FILL WWTP	Invoice	09/18/2018	09/29/2018	35.76	35.76	210-70-41525		918
Total 367 WALKER SAND AND GRAVEL :						35.76	35.76			
4004 WAXIE SANITARY SUPPLY										
776713	1	77671301 TOILET PAPER, GARBAGE BAGS	Invoice	08/21/2018	09/26/2018	368.12	368.12	100-50-41403		918
776772	1	CLEANING SUPPLIES FOR HPD	Invoice	08/23/2018	09/26/2018	70.78	70.78	100-25-41413		918
776804	1	CLEANING SUPPLIES FOR HPD	Invoice	08/24/2018	09/26/2018	54.13	54.13	100-25-41413		918
777343	1	77734368 CLEANING SUPPLIES - CITY HALL	Invoice	09/18/2018	09/29/2018	9.85	9.85	100-42-41413		918
777343	2	77734368 CLEANING SUPPLIES - CITY HALL	Invoice	09/18/2018	09/29/2018	9.85	9.85	200-42-41413		918
777343	3	77734368 CLEANING SUPPLIES - CITY HALL	Invoice	09/18/2018	09/29/2018	9.85	9.85	210-42-41413		918
Total 4004 WAXIE SANITARY SUPPLY:						522.58	522.58			
368 WESTERN STATES CAT										
IN0007	1	MISC PARTS WWTP	Invoice	09/06/2018	09/29/2018	22.46	22.46	210-70-41405		918
IN0007	1	MISC PARTS WWTP	Invoice	09/07/2018	09/29/2018	3.52	3.52	210-70-41405		918
Total 368 WESTERN STATES CAT :						25.98	25.98			
759 WHITE CLOUD COMMUNICATIONS INC										
92182	1	92182 RADIO REPAIRS	Invoice	09/05/2018	09/26/2018	201.66	201.66	100-40-41417		918
92182	2	92182 RADIO REPAIRS	Invoice	09/05/2018	09/26/2018	201.67	201.67	200-60-41417		918
92182	3	92182 RADIO REPAIRS	Invoice	09/05/2018	09/26/2018	201.67	201.67	210-42-41713		918

Posting period: 10/18

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 759 WHITE CLOUD COMMUNICATIONS INC:										
2844 WINDOW WELDER						605.00	605.00			
137439	1	137439 WINDSHIELD REPAIRS	Invoice	08/30/2018	09/26/2018	75.00	75.00	100-40-41415		918
Total 2844 WINDOW WELDER:										
						75.00	75.00			
352 WINDY CITY ARTS										
2018-6	1	2018-625 Stickers for Skate Park, passing skills test	Invoice	08/24/2018	09/26/2018	47.00	47.00	100-50-41403		918
Total 352 WINDY CITY ARTS:										
						47.00	47.00			
5017 WITMER PUBLIC SAFETY GROUP INC.										
188926	1	#1889260 Tefloc Gloves	Invoice	09/14/2018	09/29/2018	357.69	357.69	100-55-41703		918
188926	1	1889260.001 Leatherman, search kit, ladder, gasket,	Invoice	09/17/2018	09/29/2018	745.09	745.09	100-55-41215		918
Total 5017 WITMER PUBLIC SAFETY GROUP INC.:										
						1,102.78	1,102.78			
Total :										
						256,142.42	256,142.42			
Grand Totals:										
						256,142.42	256,142.42			

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-00-15110	688.15	.00	688.15
100-00-20317	6.00	.00	6.00
100-00-32265	100.00	.00	100.00
100-15-41215	709.50	.00	709.50
100-15-41323	776.71	.00	776.71
100-15-41325	33.51	.00	33.51
100-15-41533	1,285.76	.00	1,285.76
100-15-41711	30.00	.00	30.00
100-15-41724	41.32	.00	41.32
100-20-41215	78.73	.00	78.73

**Return to Agenda**

**AGENDA ITEM SUMMARY**

DATE: 10/1/18 DEPARTMENT: Treasurer

DEPT. HEAD SIGNATURE: \_\_\_\_\_



**SUBJECT:**

Requesting approval to write off uncollectible receivables.

**AUTHORITY:**  ID Code 50-1003     IAR \_\_\_\_\_     City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

A number of receivables have been found to be uncollectable or were billed in error. This is an appropriate time to adjust our books, with a write-off date of 9/30/18.

Attached is a list of the proposed accounts, amounts, dates, description of unpaid balance and rational behind writing off the charges, as well as copies of the statements. The total is \$19,452.42, 99% of which is a building permit for a residence which will not be built due to costs much higher than anticipated.

**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:\***

*Small balances*

	1.00+
	0.02+
	100.00+
	19,217.40+
	105.00+
	30.00+
006	
	19,452.42+



# CITY OF HAILEY

115 MAIN ST SOUTH STE H  
 HAILEY ID 83333  
 PHONE: 208-788-4221

## STATEMENT

Date	Page
10/31/2017	1

CUSTOMER NO. 8760

PAST DUE AFTER  
 04/05/2017

AMOUNT DUE  
 100.00

Mail To: MORALES, VICTOR AND LORI  
 3231 WOODSIDE BLVD

\$  
 AMOUNT ENCLOSED

HAILEY ID 83333

Attention to:

RETURN THIS PORTION WITH YOUR PAYMENT

CITY OF HAILEY  
 115 MAIN ST SOUTH STE H  
 HAILEY ID 83333

IF YOU HAVE ANY QUESTIONS  
 ABOUT THIS STATEMENT CALL  
 208-788-4221

<u>CUSTOMER NO.</u>	<u>CUSTOMER NAME</u>	<u>BILLING DATE</u>	<u>PAYMENT DUE</u>
8760	VICTOR AND LORI MORALES	11/01/2017	04/05/2017

Date	Reference	Description	Charge	Credit	Balance
		Balance Forward			
04/04/2017	111841046	Multiple	150.00	.00	150.00
10/27/2017	4	Payment	.00	50.00 -	100.00
<p>There was a misunderstanding between contractor &amp; homeowner about getting an encroachment permit - each understood the other would do appropriate paperwork with the City. Trees needed removed, Mr. Morales was happy to pay encroachment permit fee. Maniel Miller, PWD Director, and Stephanie Cook, are comfortable waiving the discovery fee due to poor condition of trees.</p>					

**PLEASE NOTE ANY CHANGES TO  
 BUSINESS NAME OR ADDRESS**

Balance Due 100.00



# CITY OF HAILEY

115 MAIN ST SOUTH STE H  
 HAILEY ID 83333  
 PHONE: 208-788-4221

5/4/18

## STATEMENT

Date	Page
08/31/2018	1

CUSTOMER NO. 9635

PAST DUE AFTER  
06/23/2018

AMOUNT DUE  
19,216.40

Mail To: Dunn, Barb  
 PO Box 66

\$ \_\_\_\_\_  
 AMOUNT ENCLOSED

Williston VT 05495

Attention to:

-----  
 RETURN THIS PORTION WITH YOUR PAYMENT

CITY OF HAILEY  
 115 MAIN ST SOUTH STE H  
 HAILEY ID 83333

IF YOU HAVE ANY QUESTIONS  
 ABOUT THIS STATEMENT CALL  
 208-788-4221

<u>CUSTOMER NO.</u>	<u>CUSTOMER NAME</u>	<u>BILLING DATE</u>	<u>PAYMENT DUE</u>
9635	BARB DUNN	09/11/2018	06/23/2018

Date	Reference	Description	Charge	Credit	Balance
06/22/2018	111841761	Balance Forward Multiple	23,884.40	4,668.00 -	19,216.40
<p><i>wants to do!</i>  <i>LM 9/25</i>  <i>OK</i>  <i>LS 9/26/18</i></p>					

**PLEASE NOTE ANY CHANGES TO  
 BUSINESS NAME OR ADDRESS**

Balance Due 19,216.40



# CITY OF HAILEY

115 MAIN ST SOUTH STE H  
 HAILEY ID 83333  
 PHONE: 208-788-4221

## STATEMENT

Date	Page
08/31/2018	1

CUSTOMER NO. 9590

PAST DUE AFTER  
 08/18/2017

AMOUNT DUE  
 105.00

Mail To: FISCHMAN, JULIANNE AND STEVEN  
 401 West Bullion

\$ \_\_\_\_\_  
 AMOUNT ENCLOSED

Hailey ID 83333

Attention to:

-----  
 RETURN THIS PORTION WITH YOUR PAYMENT  
 -----

CITY OF HAILEY  
 115 MAIN ST SOUTH STE H  
 HAILEY ID 83333

IF YOU HAVE ANY QUESTIONS  
 ABOUT THIS STATEMENT CALL  
 208-788-4221

<u>CUSTOMER NO.</u>	<u>CUSTOMER NAME</u>	<u>BILLING DATE</u>	<u>PAYMENT DUE</u>
9590	JULIANNE AND STEVEN FISCHMAN	09/11/2018	08/18/2017

Date	Reference	Description	Charge	Credit	Balance
08/17/2017	111841341	Balance Forward Multiple <i>mailed</i>	105.00	.00	105.00
		<i>NO review done, so minimal staff time expended.</i>			
		<i>UJ 9/26/18</i>			

**PLEASE NOTE ANY CHANGES TO  
 BUSINESS NAME OR ADDRESS**

Balance Due 105.00

HARDIN, JOHN

Inquiry - Transactions

9/26/2018  
Page: 1

Display: All transactions

Display options: Credit memos, Deposits applied, Deposits interest, Invoices, Payments, Write-offs

Summarize options: Credit memos, Deposits and interest, Write-offs

Date	Type	Offset	Category	Reference	Description	Revenue Accou	Due Date	Amount	Balance
01/10/2018	Invoice		HPD	111841529	HPD PARKING VIOLATION	1000032219	01/11/2018	30.00	30.00

WRITE OFF,

*David J. Stiles*

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 10/01/2018    **DEPARTMENT:** Admin    **DEPT. HEAD SIGNATURE:** HD / LG

**SUBJECT:**

Motion to approve Resolution 2018-III, appointing Kate Ristow to a 5 year term to the Hailey Public Library Board of Trustees, which term expires September 30, 2023.

**AUTHORITY:**  ID Code \_\_\_\_\_     IAR \_\_\_\_\_     City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

This appointment replaces Carol Shanahan, whose terms expired in September 2018.

**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	<u>X</u> City Clerk	___ Licensing	___ Administrator
___ Library	___ Community Development	___ P&Z Commission	___ Building
___ Police	___ Fire Department	___ Engineer	___ WWW
___ Streets	___ Parks	___ Public Works	___ Mayor

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Motion to approve Resolution 2018-III, appointing Kate Ristow to a 5 year term to the Hailey Public Library Board of Trustees, whose term expired September 30, 2023.

**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)

**HAILEY RESOLUTION 2018-111**

**A RESOLUTION OF THE HAILEY CITY COUNCIL  
TO SET APPOINTMENTS AND TERMS OF OFFICE FOR  
THE HAILEY PUBLIC LIBRARY BOARD OF TRUSTEES**

WHEREAS, the City Council of the City of Hailey, Idaho established the Hailey Public Library by ordinance in 1989, which has since been codified within Hailey Municipal Code 2.16.010;

WHEREAS, the City Council of the City of Hailey and thereafter appointed the Hailey Public Library Board of Trustees under staggered 5-year terms, pursuant to Idaho Code 33-2604 and Hailey Municipal Code 02.16.020;

WHEREAS, the Hailey City Council wishes to appoint a trustee to the board to fill a vacated 5-year term;

WHEREAS, The Hailey City Council wishes to accept the recommendation for appointment submitted by the Hailey Public Library Board of Trustees.

**NOW, THEREFORE, BE IT RESOLVED BY THE HAILEY CITY COUNCIL:**

The City of Hailey appoints a five-member Hailey Public Library Board of Trustees, and the mayor appoints and the city council confirms the following members for the following terms:

<u>TERM LENGTH</u>	<u>APPOINTEE</u>	<u>TERM EXPIRES</u>
5 Year Term	Katherine Wutz	September 30, 2019
5 Year Term	April MacLeod	September 30, 2020
5 Year Term	Lee Dabney	September 30, 2021
5 Year Term	Linnea Polichetti	September 30, 2022
5 Year Term	Kate Ristow	September 30, 2023 (replaces Carol Shanahan)

THIS RESOLUTION IS ADOPTED this 1<sup>st</sup> day of October, 2018.

ATTEST:

\_\_\_\_\_  
Fritz X. Haemmerle, Mayor

\_\_\_\_\_  
Mary Cone, City Clerk

# Kate Ristow

## Writer & Teacher

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**Kate Ristow**  
403 N 1st Avenue  
Hailey, ID 83333

347.451.4669  
kateristow82@gmail.com

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### Qualifications

- Extensive writing and editing experience
  - Experience teaching and tutoring adolescents and adults
  - Background in publishing and education
  - Knowledgeable and well-versed in Young Adult literature
- 

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### Related Experience

#### **College of Southern Idaho/ Adjunct Professor of English**

August 2009 - December 2016, Hailey, ID

Taught three to four sections of Fiction Writing, English 101 and English 102 per semester. Created curriculum and lesson plans, including writing exercises and exams, lectures, writing workshops, all grading, etc.

#### **Community Library/ Youth Services Librarian**

April 2013-current, Ketchum, ID

Provided reader advisory services to children, teens and caregivers; developed teen programs, led book groups and writing workshops, compiled book lists, organized story hours and provided administrative support.

#### **The Community School/ English Teacher in Upper School**

August 2011-June 2013

Taught three sections of English Literature and Creative Writing per trimester, including Multicultural Literature, Literature of the Absurd, Revisions in Literature and American Poetry. Served as adviser and editor-in-chief for student-run literary magazine.

#### **University of Montana / Teaching Assistant, Instructor of Composition and Creative Writing**

August 2007 - May 2009. Missoula, MT

Taught four full-semester classes as Teaching Assistant, with full responsibility for all coursework: lesson plans, creating exercises and exams, delivering lectures, leading writing workshops, all grading, etc.

#### **The Penguin Group/Publishing Assistant**

August 2005-August 2007. New York, NY

Worked directly for President of Non-Trade Sales at this international publishing house, wrote and made book presentations at Scholastic Book Fairs; support for Pearson Education; composed sales kits; tracked

bestsellers lists.

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## Education

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### **The University of Montana / MFA in Fiction Writing**

2009, Missoula, MT

Advisors: Kevin Canty and Deirdre McNamer

### **Emerson College / BFA in Writing, Literature and Publishing**

2004, Boston, MA

Magna Cum Laude

### **University College / Oxford Study Abroad through Advanced Studies in England**

2003-2004, Oxford, United Kingdom

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## Related Grants & Awards

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### Montana Artists' Refuge

Awarded full funding for month-long writing residency

### University of Montana Department of English

Awarded full teaching assistantship with tuition waiver

### University of Montana Excellence Fund

Awarded travel scholarship to pursue research in Scandinavian cities and islands

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## Selected Publications

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**The Cut/New York Magazine**, various publications, including "What's Missing From Ivanka Trump's Portrayal of Motherhood"

**Quarterly West**, "The Wooden Lady"

Short Fiction, Summer 2016

**The Sonora Review**, "Poppies"

Short Fiction,

**The Coe Review**, "What Grows Back"

Short Fiction, Spring 2011

**Prime Mincer**, "The Ninth Child"

Short Fiction, Spring 2011

**Damselfly Press**, "Ars Poetica: Whale"

Poetry, Winter 2006

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**References**

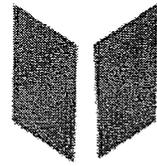
Kevin Canty  
1015 Locust Street  
Missoula, MT 59802  
406.549.3417

Dr. Jenny Emery-Davidson  
518 North, 1350 East  
Shoshone, ID 83352  
208.788.2642

Deirdre McNamer  
314 Evans Street  
Missoula, MT 59802  
406.543.7659

Lauren Hamlin  
PO Box 117  
Milo, ME 04463  
415.652.5087





## APPLICATION

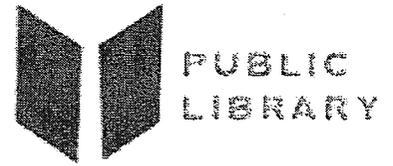
Name: Kate Ristow  
Address: 403 N 1st Ave - Hailey  
Occupation/Profession: Private tutor, freelance writer  
Phone Number: 347.451.4669  
Email: Kateristow82@gmail.com  
Number of years as a Resident of Hailey: 6

- 1) Please describe any qualifications (work experience, education, attributes, and skills/training) that you feel would provide positive input to the work of the library board.

I have worked in many fields related to literacy, education including as an English teacher & adjunct professor, Children's Librarian, writer and book publishing professional.

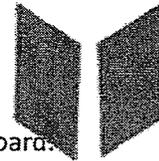
- 2) Please explain why you are interested in becoming a library trustee.

My family and I visit the library at least once a week. I've always believed libraries to be one of the most important pieces of a community and one of the privileges of living in the United States. Serving as a library trustee is an opportunity to give back to an organization that is important to me, my community and my children.



- Supports basic library tenets of Intellectual Freedom
  - Freedom to Read
  - Confidentiality of Patron Records
  - Library Bill of Rights
  - Public's Right to Information
- Is aware of local, state and federal library laws and issues, taking action when appropriate
  - Attending professional meetings, workshops, conferences
  - Visiting other libraries
  - Talking to other trustees from other libraries
- Abides by majority decisions reached by the Board and publicly supports these decisions
- Follows established chain of command for effecting change, working through the library director





6) Please indicate the area(s) in which your knowledge would be of benefit to the Board.

Business development

Leadership

Construction

Legal issues

Creative arts

Library services

Engineering

Marketing/PR

Finance

Social services

Fundraising

Technology

Human resources

Other (please list)

\_\_\_\_\_  
\_\_\_\_\_

7) In lieu of or in addition to the above, do you have any comments to add that may assist in selecting you as a new trustee?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By submitting this application, I affirm that the facts set forth in it are true and complete. I attest that I am a resident of the City of Hailey.

Kate Ristow  
Signature

9/8/18  
Date

Kate Ristow  
Printed Name

Thank you for completing this application form and for your interest in becoming a Trustee.

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 10/01/18 **DEPARTMENT:** Community Development/Public works **DEPT. HEAD SIGNATURE:**  
LH/BY

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**SUBJECT:** Consideration of Hailey Town Square sites

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**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code: 2010 Hailey  
Downtown Strategic Plan, Urban Renewal Gateway Plan  
(IF APPLICABLE)

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**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

A Town Square has been discussed by Hailey and its citizenry for many years. A Central Plaza was called for in the 2010 Hailey Downtown Strategic Plan and the 2013 Hailey Urban Renewal Plan.

In 2015, a BSU graduate student prepared a report for the City of Hailey on Town Square siting options (see attached report). The BSU student presented the report with the 12 sites analyzed at the June 1, 2015 Council meeting. The process conducted by BSU involved Focus Groups (33 participants) and a survey of all Hailey residents (134 responses). The summary of the outreach efforts are outlined in the attached report.

Some of the key adjacency factors identified in the report include proximity to bus stops and to public parking. Key events desired by the community included seasonal markets, community events and public performances.

The report identified the top two preferred sites out of the 12:

- The portion of Croy Street between the Library and the Old Rialto Hotel; and
- The portion of Carbonate Street between Sun Valley Brewery and Christopher and Company.

Staff is requesting that the Council identify a preferred site out of the 12 listed in the report, and allow staff to proceed to the next level of planning and outreach. Various circumstances have occurred which have lead staff to recommend as a preferred site the portion of Croy Street between the Library and the Old Rialto Hotel. These circumstances include:

- The Old Rialto Hotel recently changed hands, and the new owner is supportive of the Town Square concept adjacent to their building, which is currently being remodeled. Site improvement expenses required for this project could contribute to the expenses for the new Town Square.
- The City anticipates Mountain Rides participating with the City on the project, including Mountain Rides potentially contributing funding for a new enhanced bus stop (for southbound buses) to be located in the area between the Library and the Old Rialto Hotel that would replace the existing bus stop in front of the Liquor Store, as well as for an enhanced bus stop (for northbound buses) to be located on Main Street generally across from the enhanced bus stop serving southbound buses.
- The new Town Square would become a key destination point along the new Pathways for People Croy Street route. A future short pathway extension along Croy to the River Street route would further enhance multi modal community access.
- The other preferred site (portion of Carbonate Street between Sun Valley Brewery and Christopher and Company) did not work well for the Hailey Farmers Market, and is not recommended as the first choice.
- The Library and the Town Square can be mutually beneficial to each other. In addition the Library might be able to supply public restrooms accessible from the exterior with a minor remodel.

- Any parking reductions would not significantly impact local businesses; the Library & City Hall have additional parking locations and the Hailey Hotel is supportive. Some of the existing parking could be relocated to the west side of the new square in the existing right of way.
- Carbonate Street feeds a larger area to the east than Croy Street does to the west; the Croy option therefore disrupts less of the existing traffic pattern.

Elements of the Town Square may include:

- Outdoor music stage which also serves as a screen backdrop for video projection
- Food Truck hookups and short term outdoor seating
- Visually inviting community space viewable for Main Street travelers
- Activity area for local unique performances such as dance, musical or other
- New landscape plantings and shade materials, with potential for an energy-conservative water element to obscure background highway noise
- Public Art Displays and historic information
- Special events such as the Farmers Market or holiday gatherings
- Reconstruction of the curb line along main street to facilitate public bus route use together with bicycle racks for pathway users and a bus shelter design that would also serve as an entry portal feature
- Creation of an "event street" for the western 1/2 of the block when desired (possible median landscaping)
- Public restrooms

-----  
**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:** Caselle # \_\_\_\_\_  
 Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_  
 Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
 Staff Contact: Lisa Horowitz Phone # 788-9815 #13  
 -----

-----  
**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)  
 \_\_\_ City Attorney \_\_\_x\_\_\_ City Administrator \_\_\_ Engineer \_\_\_ Building  
 \_\_\_ Library \_\_\_ Planning \_\_\_ Fire Dept. \_\_\_  
 \_\_\_ Safety Committee \_\_\_ P & Z Commission \_\_\_ Police \_\_\_  
 \_\_\_X\_\_\_ Streets \_\_\_X\_\_\_ Public Works, Parks \_\_\_x\_\_\_ Mayor \_\_\_  
 -----

-----  
**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**  
 Motion to direct staff to proceed to the next level of design development and public outreach regarding a Town Square on Croy Street between the Hailey Library and the Old Rialto Hotel.  
 -----

-----  
**ADMINISTRATIVE COMMENTS/APPROVAL:**  
 City Administrator \_\_\_\_\_ Dept. Head Attend Meeting (circle one) Yes No  
 -----

-----  
**ACTION OF THE CITY COUNCIL:**  
 Date \_\_\_\_\_  
 City Clerk \_\_\_\_\_  
 -----

-----  
**FOLLOW-UP:**  
 \*Ord./Res./Agmt./Order Originals: \_\_\_\_\_ \*Additional/Exceptional Originals to: \_\_\_\_\_  
 Copies (all info.): \_\_\_\_\_ Copies \_\_\_\_\_  
 -----

Excerpt: June 1, 2015

Hailey City Council

5:55:08 PM Haemmerle referenced page C-4, for the baseline for future needs. A-7, calls for relocation of highway 75 to the east. Discussion ensued between Burke and Haemmerle, trying to understand intent with wording in this document. Haemmerle and Keirn think Alternative 7 references need to be removed.

6:00:02 PM Brown asks for Burke to clarify her concerns. Brown looks at page C-4 and A-5.

6:04:04 PM Council and Mayor discuss challenges with parking at peak plane traffic times, wanting to avoid multiple landings and takeoffs if not enough room to park planes for duration of the event. Burke clarifies her points, make sure you (Hailey officials) represent the people generally.

6:09:07 PM Brown agrees, she thinks the last sentence should be removed from Chapter A referencing Alternative 7. Brown asks a question about lack of parking and Chapter C, section 6. Haemmerle feels the conversation will happen in due time regarding needing more parking.

6:12:11 PM Burke explains why Alternative 7 still remains in this document. Haemmerle comments.

6:17:57 PM After some discussion, Brown agrees with Haemmerle's point, after 3 criteria are met, then land acquisition would be okay for parking or snow storage. Make sure alternative 6 includes our principles.

6:18:52 PM Haemmerle points to C-29, 6.1 dual path planning principals, only a certain amount of runway length at the airport. We might need to expand the runway. Burke comments. FAA told us expanding the runway was not safe because of our boxed canyon and cross winds. Mayor and council agree to not allow lengthening of the runway. Haemmerle mentioned that the council will have another chance to comment before the July FMAA meeting.

Public comments:

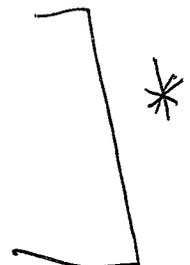
6:27:22 PM Donna Serrano speaks to council. Serrano has not had a problem with the Allen & Co. planes.

6:29:36 PM Peter Lobb comments to council. We have not been compliant (Hailey airport not compliant with FAA minimum standards), his understanding, will the FAA allow larger planes to come into our airport? Haemmerle comments.

6:31:25 PM James Stireman from Bellevue asks a question. What are the triggers to move the airport? Burke responds. Keirn responds.

*PH 221 Hailey Town Square site selection process recommendations form Dean Gunderson, BSU graduate student*

HAILEY CITY COUNCIL MINUTES  
June 1, 2015



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6:35:01 PM Boise State University graduate student Dean Gunderson speaks to council and shows his presentation. This presentation is a shortened version of his final document to his faculty. Gunderson states that adding town squares to an established community, it's difficult to use traditional planning methods to design them. Gunderson explains the topics discussed in the focus groups, including the amenities that a town square might have. Surveys were sent to all utility customers 3,300. Of these we confirmed 134 survey responses, it was evenly spread throughout the city limits. General comment was that people wanted a town square to be unlike a park. General sentiment, the further away from downtown area, greater than a 5 minute walk, the less you wanted this town square. Gunderson presented the preferred amenities of the survey, including tables, benches and drinking fountains. Gunderson then discussed the top site location sites 7 and 11 were the most optimal sites. Site 7 is the site of the first holiday square on Croy and Main Streets. Site 11 is next to The Brewery at Main and Carbonate Streets. Gunderson then comments on suggestions which came out of the focus groups.

6:49:54 PM Haemmerle asks a question of Dean Gunderson. Gunderson responds, for a permanent town square, sales should increase because the square is a focus, destination point. Data in other communities shows that town squares increase sales in nearby businesses.

Public comments:

6:53:44 PM Tony Evans with the Idaho Mountain Express comments, it seems like a low response. Gunderson responds to statistical survey validity, and the percent of accuracy and margin for error potential. Gunderson adds that, many people within the community don't understand the funding options or how it impacts them. Gunderson suggests having a public session to discuss funding with the public.

Williamson asks a question. 6:57:58 PM Gunderson responds. Williamson asks another question. Gunderson responds again.

6:59:10 PM Haemmerle speaks about the first year of the holiday square, when nearby businesses thought the street closure of the holiday square hindered their business sales.

7:00:30 PM Dawson comments.

*PH 222 Proposed Amendments to Chapters 5.24 and 9.08 of Hailey Municipal Code to reclassify curfew and certain firework violations as infractions*

7:01:03 PM Williamson gives an overview of this item.

7:02:20 PM Keirn asks the differences between a misdemeanor and infraction. Williamson responds, misdemeanor can go to jail.

No public comments:

**7:03:03 PM Brown moves to adopt Ordinance No. 1178, conduct 1<sup>st</sup> reading by title only, seconded by Keirn, passed unanimously.**

HAILEY CITY COUNCIL MINUTES

June 1, 2015

# HAILEY

A Town Square  
for Every Season

- ← PARKING LOT-1 BLOCK
- ← SCHOOL DIST. OFFICE-1 1/2 BLKS
- ← HOP PORTER PARK-2 BLKS
- ← LION'S PARK-1/3 MILE
- ← ANIMAL SHELTER-1.2 MILES
- ← ROTO-RUN SKI AREA-2.8 MILES
- ← BMX TRACK-3.1 MILES



**BOISE STATE UNIVERSITY**  
COLLEGE OF SOCIAL SCIENCES  
AND PUBLIC AFFAIRS  
Department of Community  
and Regional Planning





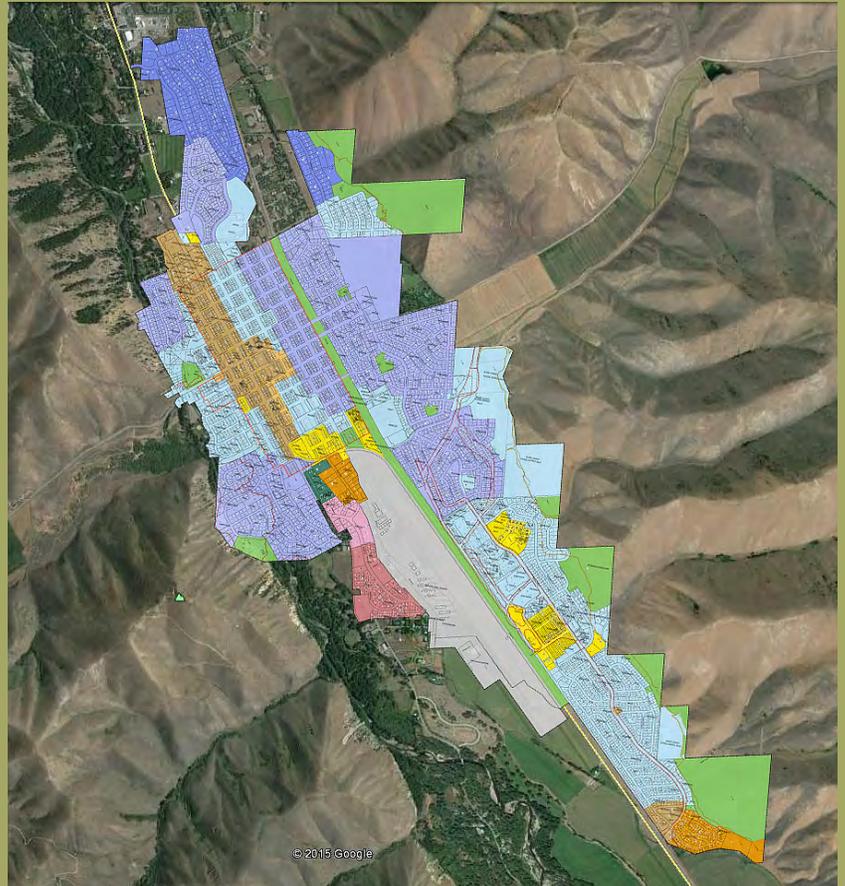
**BOISE STATE UNIVERSITY**

COLLEGE OF SOCIAL SCIENCES  
AND PUBLIC AFFAIRS  
Department of Community  
and Regional Planning

## Planning education in America's great outdoors

The Department of Community and Regional Planning wants to provide students, professional planners, community leaders and elected officials in the State of Idaho and the Inner Mountain West with the tools and insights necessary to address the planning issues of the future. We specifically focus on the planning issues that are faced by small and mid-sized cities of the West. While the issues are not unique to these places, the context and characteristics of the “West” call for planning strategies that take advantage of unique opportunities and challenges.

Our mission is to increase the planning capacity within western communities through leveraging research, instruction, and community engagement. A challenge in doing so is that communities and regions face significant social, political and economic constraints whether they are a rural community, a growing suburban area or a medium sized city.



## THE PROJECT

**The City of Hailey partnered with Boise State's Dean Gunderson to conduct a public engagement process that would help the community gauge its support for a new Town Square, help develop a set of programmatic elements for that urban open space, and help located the best probable location for a new Town Square.**

**Cover photos:** *Bow Bridge, Sun Valley Mag.  
Hailey 4th of July, Carol Waller  
Hope Garden, The Hunger Coalition*

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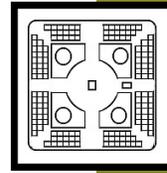
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4	Current Conditions	
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*"Good experiences come mostly in town squares, people watching. It's an important focal point. Western Towns are way too linear and the streets are way too wide – so the square could "fix" the inherent physical problems of the Western Town. It could counteract the way such communities are dispersed."*

*Hailey resident and business owner*



# Executive Summary



As the town of Hailey has grown, the lack of a centrally located place for residents to gather and celebrate has become a stumbling block for community participation. Over the past three years the city has sponsored an annual Holiday Market; which has served as a pop-up Town Square. While the location has varied from year to year, the sentiments of residents towards the creation of a permanent Town Square is generally favorable. The difficulties with moving forward with such a capital project are multi-fold. From financing, to placement, even to the ultimate size of the square are all questions left to be answered.

The community has recently updated & adopted its Urban Renewal Plan, setting the final district boundaries and list of potential capital projects. This plan is referred to as the Gateway District Urban Renewal Project and one of the plan's proposed projects is a "downtown plaza" (also referred to as a "central town plaza") – with an **all-inclusive budget of \$1.525M**. Within the plan, the plaza's line item budget is under the heading of "Downtown Public Infrastructure Improvements", and is not mixed with the *Street Improvements*, *Water System Improvement*, *Public Art*, or *Other Public Facilities* budget line items.

This research effort was undertaken in an effort to plumb the depths of public sentiment regarding the Town Square, and to assemble a set of programmatic design criteria for such an urban open space. These criteria fell into three distinct categories of preferences; *Adjacencies*, *Activities*, and *Amenities*. Additionally, the research lead to a prioritization of a list of potential spaces in the downtown area that could support a new Town Square.

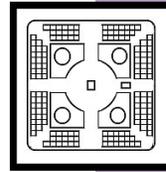
Both the focus group participants and the public survey respondents indicate a significant support for the creation of a new Town Square for the City of Hailey. This support is shared among residents, employees, and business owners throughout the community.

Of the twelve sites evaluated, two show genuine promise - the site of the original pop-up Holiday Market located adjacent to the City Hall near the intersection of Cory and Main Streets, and the portion of Carbonate Street adjacent to the Sun Valley Brewing Company near the intersection of Carbonate and Main Streets.



Photo: Hailey 4th of July, Carol Waller

## Current Conditions



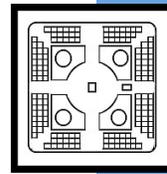
The City of Hailey is a town of approximately 8,000 residents located in the mountainous central region of Idaho. It serves as the county seat of Blaine County and hosts the county's largest airport, the municipally-owned Friedman Memorial Airport – with daily flights to Salt Lake City, Boise, and Seattle (during the ski season, daily flights are available to Los Angeles and Oakland). The entire community is 3.65 square miles in size, giving it a population density of just under 2,200 people per square mile.

The town plat was filed in 1881, with the majority of the land holdings being sold to the Idaho and Oregon Land Improvement Company in 1882. This company was the land development arm of the Oregon Short Line Railroad Company, itself a subsidiary of the Union Pacific Railway, and its officers helped plat and develop a number of county seat communities throughout Idaho and Oregon. Perhaps due to the company's expansive land speculation interest, many of the communities it help found along its rail corridors were not platted with a Town Square. Hailey, like many such Idahoan communities, was not platted with any form of centralized civic open spaces in mind. Such towns have been left to assemble parcels outside of their town centers for recreational parks – parks which cannot effectively accommodate the more mercantile functions of a Town Square (or host attributes that can work synergistically with the town's economic forces). While it is possible that some civic functions can be accommodated within these more remote parks, their lack of centrality undermines the spaces' ability to effectively tie these activities to the central core of their respective communities.

As Hailey has grown in its constraining valley it has expanded to the north and south, with very little expansion into the valleys to the east and west of the town. The linear community form that has emerged has contributed to a distinct north and south community sectors, the residents of which have little opportunity to mingle and celebrate their role as active members of a single town. This has led to a general loss of cohesiveness in the community's downtown area, with many residents traveling outside the community to avail themselves of shopping and entertainment opportunities. In 2013 the town's leadership adopted the Gateway District Urban Renewal Project, as the guiding document for the Hailey Urban Renewal Agency. The Agency may use Revenue Allocation Financing to fund the Gateway projects within its district, one of which is the Town Square.

*"I think the Town Square is important for an economic base to make sure dollars don't out-migrate. Hailey is already disbursed, so we need something in the flow that can knit the community together."*

# Planning Approach



The principle services delivered by this Project has fallen into six distinct phases:

- 1) The establishment of the project's scope of work,
- 2) Securing the necessary municipal and academic approvals necessary to commence the work,
- 3) Conducting a set of structured/semi-structured focus groups,
- 4) The preparation and subsequent administration of a public survey,
- 5) The identification of the preferred site for the Town Square along with the preparation of a more detailed set of programmatic criteria for this open space, and
- 6) The compilation of the information gleaned into a comprehensive report.

The majority of work, and majority public interest, occurred in phases 3 thru 5; with this document servicing as a distillation of the much longer and detailed Comprehensive Report

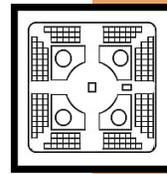
In late February 2015 four focus group sessions were conducted in which the participants were asked to work together in teams to construct a series of models that would explain their responses to a set of three questions. These questions being: What **adjacent** uses do you consider to be appropriate near a new Town Square? What kinds of **activities** do you envision occurring in a new Town Square (that would work well with your adjacent uses)? and, What kinds of **amenities** would you like to see in a new Town Square (that would support your list of activities)?

The responses from these focus groups were used to write a city-wide public survey that ran from early to late March 2015, an invitation to participate in the survey was mailed out to all utility bill payers and was advertised in the town newsletter. Community members were asked to list their preferred **adjacencies**, **activities**, and **amenities**.

They were also asked whether they supported the construction of a new Town Square, and whether they were a resident of Hailey, and/or an owner of a business located in Hailey, and/or an employee of a business located in Hailey. Both the focus group and survey results were used to craft a set of programmatic elements for a new Town Square, and to develop a matrix that helped prioritize eleven potential sites for a new Town Square. But, perhaps most importantly, the public engagement process itself was used to initiate a sense of community buy-in and support for an important new public space in Hailey.

*"This is about common values, across the board, the Town Square planning process will allow us to think about what makes us happy, not just me personally. This allows us to start having bigger conversations about community issues."*

# Research Results



The first phase of public engagement involved conducting a series of stakeholder focus group sessions. A total of 33 individuals participated in four sessions, representing the interest of the Chamber of Commerce, the Arts Commission, Citizen Activists, Environmental Stewards, Senior Citizens, Planning & Zoning Commission, City Employees, Downtown Employees, and Parents.

The participants were divided into ten teams to address the questions of **adjacencies**, **activities**, and **amenities**. Unlike typical stakeholder focus groups, these teams were tasked with a participatory project with each question, to build a three-dimensional model representing their ideas followed by a brief presentation of their model to the other teams in the session. All told, the teams produced 30 models of their preferred relationships and nearly three hours of recorded dialogue.

Digital images of all the models were made and the recorded audio was transcribed and coded.

The participants expressed *10 types* of acceptable **adjacencies** next to a Town Square - from Restaurants & Cafes to Retail Shops & Offices, and from Parking & Transit to Banks & Public Restrooms.

They also identified *14 kinds* of preferred **activities** that would occur in a Town Square - from Music Performances & Farmers Markets to People Watching & Art Classes, and from Seasonal Celebrations & Quietly Sitting to Drinking Coffee & Playing Chess to Watching a Play to Listening to Buskers.

They also identified *16 kinds* of preferred **amenities** within the Town Square - from Shade Trees & Public Art to Accommodations for Food Carts & a Performance Stage, and from Benches & Tables to a Fire Pit & Night Lighting.

These results were then used to craft a simple eight-question public survey, in part used to vet the stakeholders' range of preferences.



Photo: Author

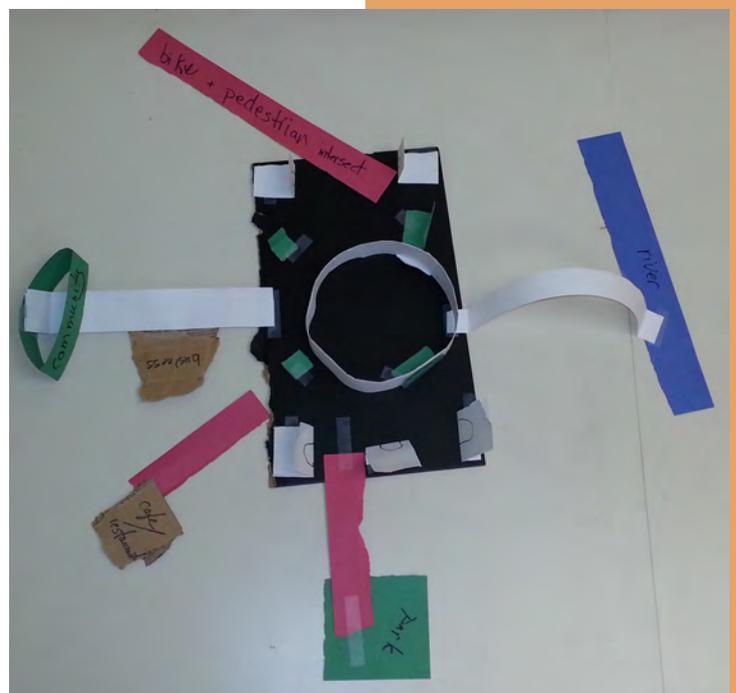
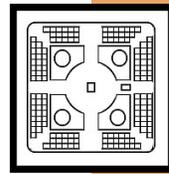


Photo: Author



The public survey was conducted through the first three weeks of March 2015. Invitations were sent out to all 3,318 households and property owners in the city, and shortcuts to the survey were provided on all public-access computers at the Hailey Public Library.

All responses to the survey were cross-referenced to all known property addresses located with the City of Hailey, resulting in 134 certified responses. These responses (see the figure on this page) were well distributed around the city. This number, provided a **95% level of confidence** in the analysis results - with a +/- **8.28% margin of error**.

In addition to the answers to the survey questions, the distance from each respondent's property to the intersection of Main & Bullion Streets was added to the data being analyzed. The respondents' status (their selections of resident, business owner, employee) generated a total of seven possible combinations.

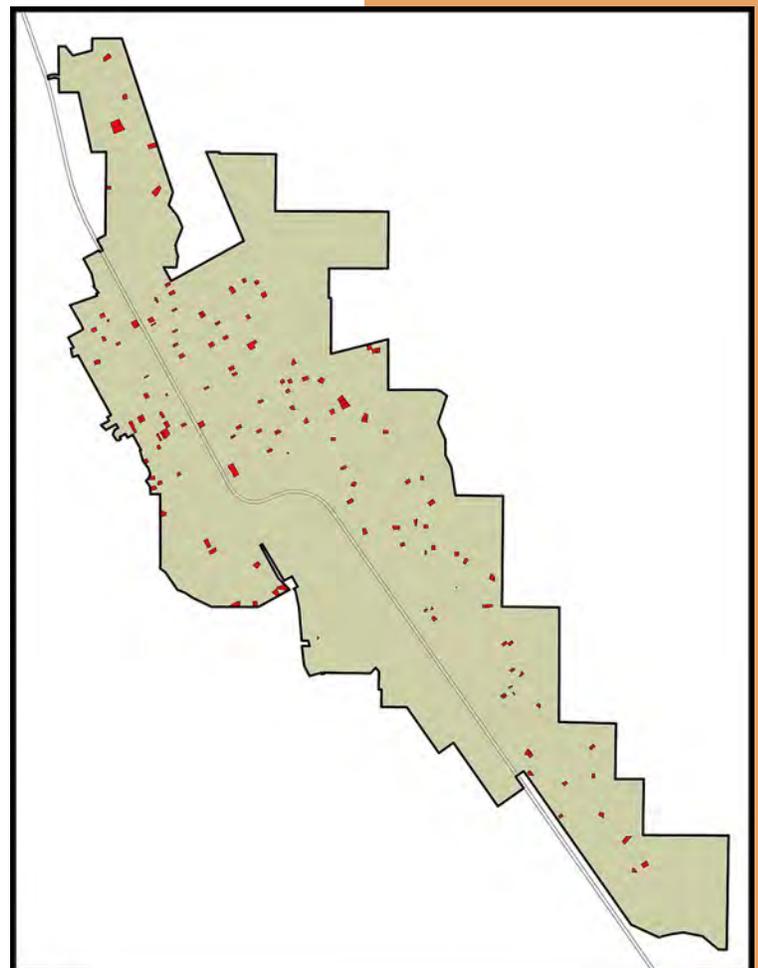
These were re-aggregated into three principal categories: **Principally Residential**, **Residential / Business Mix**, and **Principally Business**. This was done to compare the relative support for, and list of preferences for, a new Town Square across the range of economic interests.

Additionally, the distance information was re-aggregated into three tiers. These were for those respondents who lived or worked **within a five-minute walk** of the main intersection in town, **within a five-to-ten minute walk** of the main intersection, or **greater than a 10-minute walk** (and consequently far more likely to drive to downtown). For this purpose, these walking distances correspond to within a 1/4-mile (5-minute), between a 1/4-mile and a 1/2-mile (5- to 10-minute), and greater than a 1/2-mile (greater than a 10-minute).

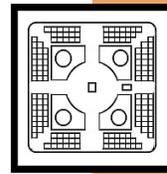
This was done to assess whether there were any discernible differences in the way walking distance to the main intersection in town (and its likely proximity to a new Town Square) influenced a respondent's set of possible attributes (adjacencies, activities, and amenities).

The range of selected adjacencies, activities, and amenities were also re-aggregated into sets - based on the number of preferences each respondent chose for each attribute. These are referred to as ranges of "richness" (with low, moderate, and high levels of richness being possible).

*"If you want community, we need our own square (not Ketchum's)."*



**Figure 1: Survey Response Distribution**



The results of the re-aggregated respondent status indicate that the majority of Hailey residents who live in the community do not work at, or own, a business in town.

Yet what is of interest is that there are nearly twice as many business owners and employees of businesses located in Hailey who reside in the community (represented by the Residential / Business Mix category), than those who simply commute into town for the work day.

This difference did result in a statistically significant shift in attitudes towards the creation of a new Town Square in Hailey.

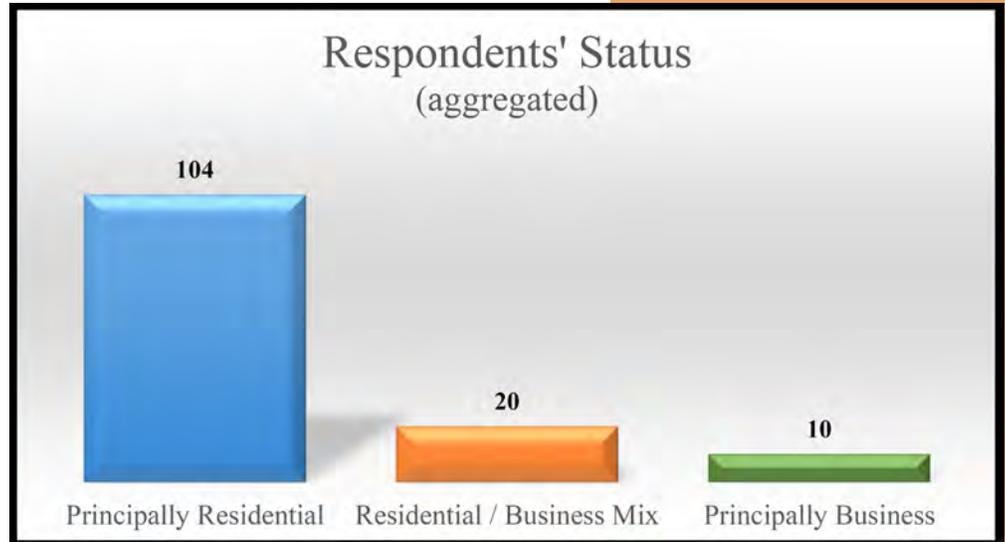


Figure 2: Distribution of Respondents, by Respondent Status

Contrary to the City of Hailey's initial concerns, there appears to be only scant business opposition to the creation of a new Town Square. Of the ten Principally Business respondents to the survey, only two expressed strong disagreement over the need to build a Town Square.

Further, if a business owner or employee was also a resident in the community their expression of support climbs from 30% to 65%.

As might be expected, the single largest group of Principally Business respondents were neutral on the subject at 30%. This percentage also drops to a mere 10% when those respondents were also residents within the town, with their opinion shifting towards support.

Only 15% of all respondents expressed any level of opposition for a new Town Square..

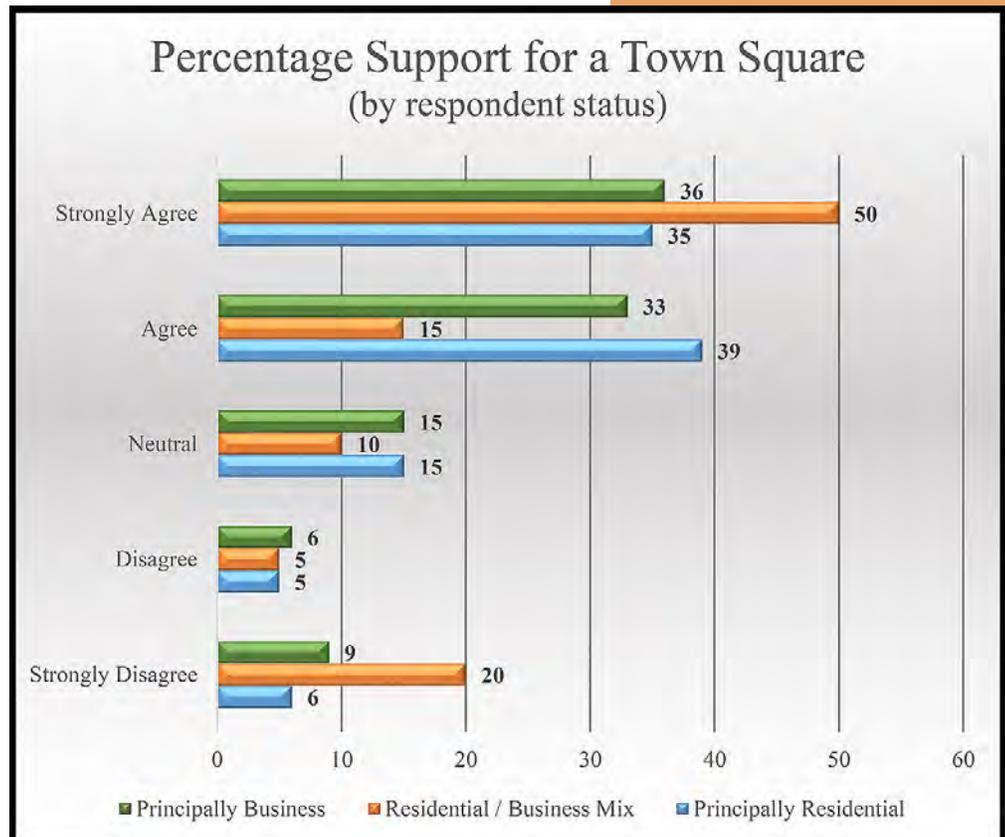
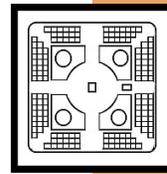


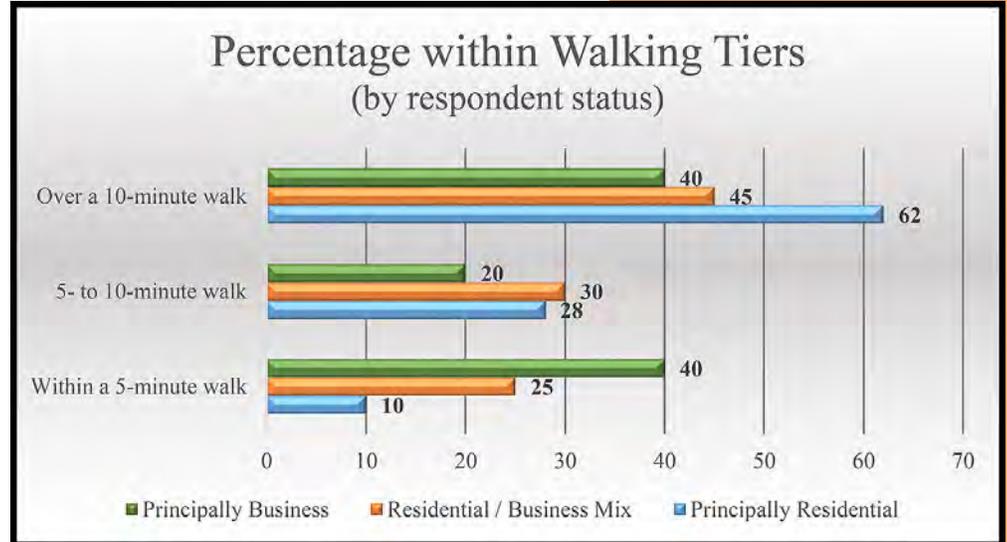
Figure 3: Percentage of Support for Town Square, by Respondent Status



The results of the survey indicate that a large percentage of respondents live further than a 10-minute walk from the center of town - and the likely location of any new Town Square.

There are relatively few residents living within a 5-minute walk of the downtown, with a considerable percentage living more than a 10-minute walk from the center of town.

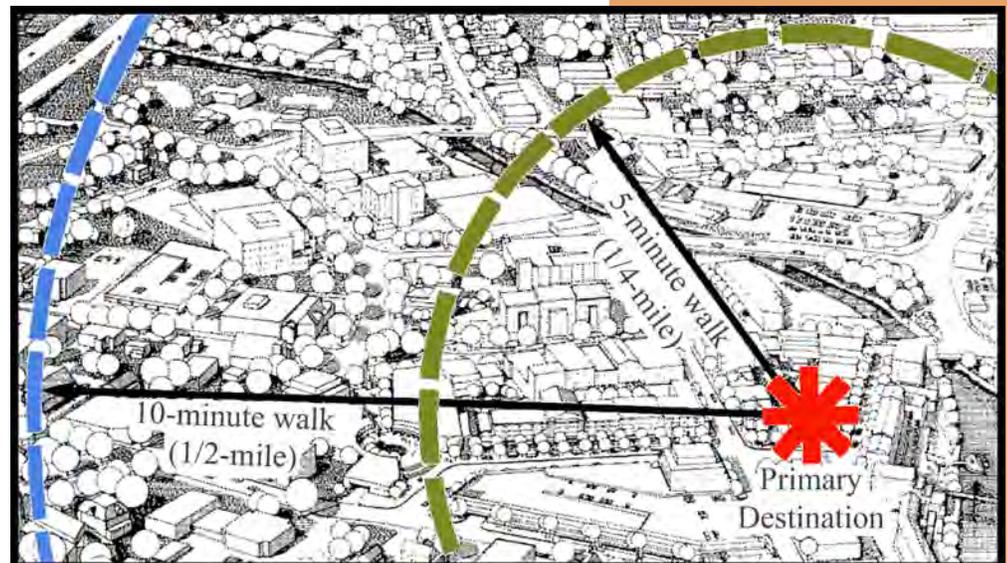
Referring back to the distribution of survey responses, this Walking Tier aggregation further confirms the correspondence of the data to the general configuration of the town.



**Figure 4: Percentage of Respondents in Walking Tiers, by Respondent Status**

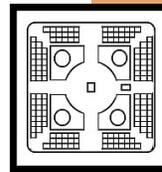
As will be seen later in this report, this does influence the list of attributes requested for a new Town Square. The *National Household Travel Survey* has tracked American household travel patterns over the last several decades; which indicates that many people will walk to a destination if it is within a 5-minute walk (or a 1/4-mile) and that for significant destinations (for work or a transit hub) many people will be willing to walk upwards of 10 minutes (or a 1/2-mile). But, for distances greater than a 1/2-mile many Americans prefer to drive or ride a bike.

This image provides a sense of scale to these distances. This image, modified by the author, was published by the Transportation Research Board.



**Figure 5: Graphic Depiction of Walking Distances**

The three types of attributes for a new Town Square were aggregated into a range of "richness" based upon the number of choices selected by the various respondents - there divided into *high*, *moderate*, and *low* ranges.



For **adjacencies**, ten possible choices were available. The number of choices selected for the three ranges were:

- Low**      0 - 3 Selections
- Moderate**   4 - 7 Selections
- High**      8 - 10 Selections

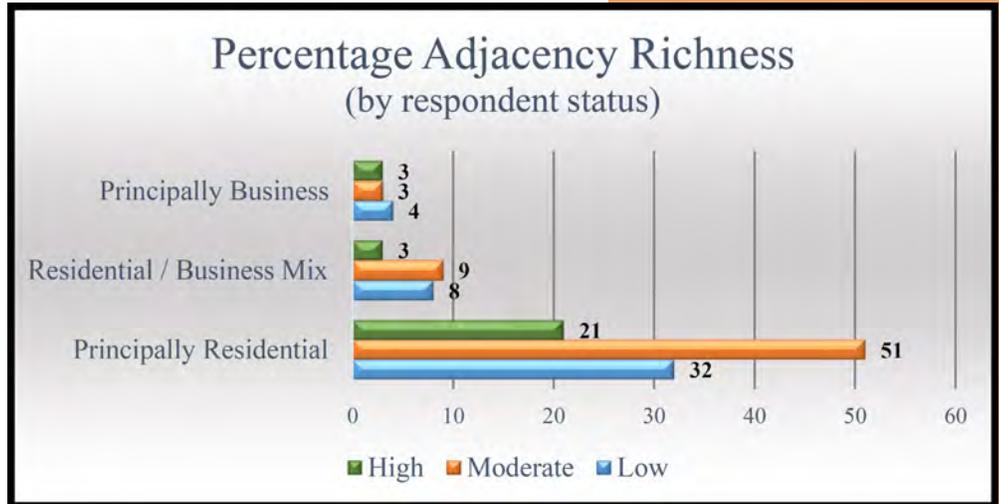


Figure 6: Adjacency Richness, by Respondent Status

For **activities**, fourteen possible choices were available. The number of choices selected for the three ranges were:

- Low**      0 - 4 Selections
- Moderate**   5 - 9 Selections
- High**      10 - 14 Selections

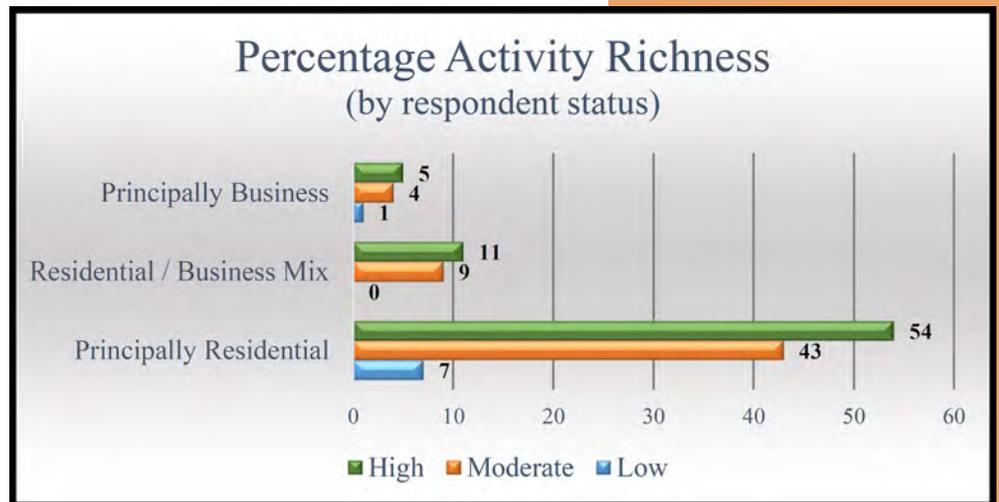


Figure 7: Activity Richness, by Respondent Status

For **amenities**, sixteen possible choices were available. The number of choices selected for the three ranges were:

- Low**      0 - 5 Selections
- Moderate**   6 - 11 Selections
- High**      12 - 16 Selections

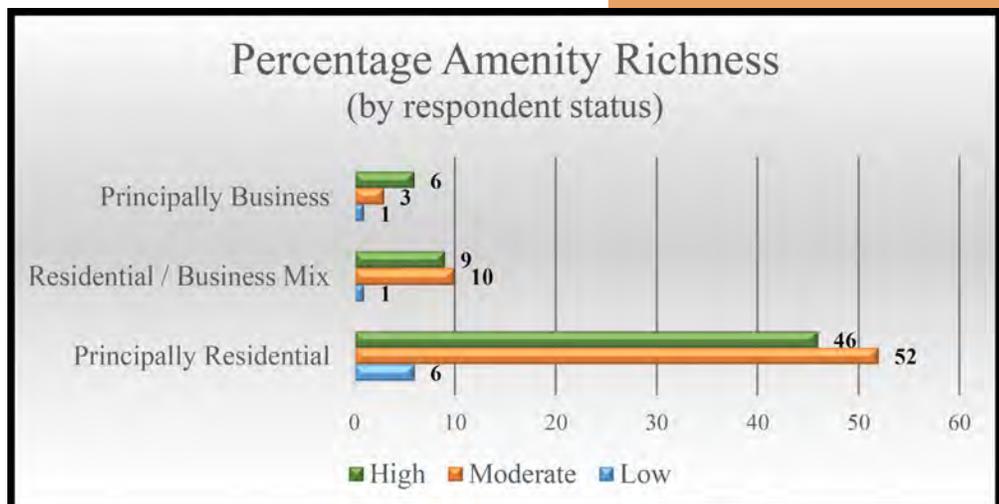
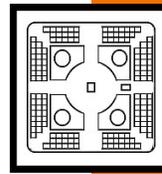


Figure 8: Amenity Richness, by Respondent Status



## Research Conclusions

Hailey citizens preferred a moderate amount of adjacencies, reflecting a general level of support for the location of a new Town Square in the center of town with fewer direct connections to residential areas (unlike the general location preferences for recreational parks).

The highest ranked grouping of **adjacencies** were a **Bus Stop**, an **Area to Expand**, and **Parking Opportunities** to be located near a new Town Square. The second highest grouping of adjacencies were a **Coffee Shop**, a **Restaurant**, and a **Bike Share** station to be located near a new Town Square. When compared to the Walking Tier results, with the majority of respondents living greater than a 10-minute walk from the center of town (and therefore less likely to walk), the high number of requests for a transportation accommodations near a new Town Square (Bus Stop, Parking, and Bike Share) is understandable.

Hailey citizens also preferred a higher level of scheduled activities to occur within a new Town Square (compared to impromptu unscheduled "happenings"), reflecting support for a more staid and predictable level of activity within this public space. With 41% of those who Agree and 53% of those who Strongly Agree for the need for a new Town Square expressing the greatest support for moderate to high levels of activities within this space.

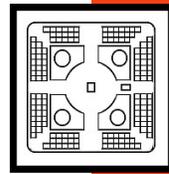
The highest ranked grouping of **activities** were **Seasonal Markets** (like the current pop-up Holiday Market), **Community Events** (where residents can come together for more structured gatherings), **Public Performances** (like outdoor movies, or activities akin to Boise's *Alive After 5*), and a **Weekly Market** (with strong support for accommodations for the Farmers Market within the Town Square). The second highest ranked grouping of activities were **Public Gatherings**, **Outdoor Classes & Events**, **Group Music** and **Fun Runs**. Again, reflecting a desire for a more managed and curated environment.

Most Hailey citizens preferred a moderate to high level of amenities within a new Town Square, reflecting a desire for an urban plaza that is less a one-stop open space (where all needs can be met) and more a compact area that can accommodate the more-scheduled types of preferred activities. It is statistically significant that all respondents who expressed an opinion on the desire for a new Town Square (negative or positive), requested a moderate level of amenities further affirming the initial findings.

The highest ranked grouping of **amenities** were for **Benches**, **Bike Racks**, and **Summer Shade** reflecting a preference for a place to rest and connect with friends after traveling (perhaps by bike) to the Town Square. The second highest ranked grouping of amenities were for **Tables**, **Evening Lighting**, a **Drinking Fountain**, and a space for a **Christmas Tree**, reflecting a general sentiment that the Town Square should accommodate an extension of residential and customer comfort in the downtown area.

*"I'd like it to be used on a daily basis as a bustling center rather than a big open space that looks empty and desolate except when an event is going on, including winter. If it's done well, it could be a real asset to our community."*

# Programmatic Elements



The Programmatic Elements section will elaborate on the full range of preferred adjacencies, activities, and amenities to list the top-most public choices and from these derive a set of programmatic criteria for a new Town Square for Hailey.

It was observed that the breaks in the list of preferences fell into four natural tiers. The top two tiers were taken as relevant programmatic elements for the new Town Square based on Hailey citizen requests.

As has been mentioned, the list of preferred adjacencies indicates a location within the downtown core, with nearby capacity for transportation options and an ability to flexibly accommodate a range of Town Square uses that may have larger space needs than would be typical for its normal operation.

The 1st Ranked adjacencies are: **Bus Stop, Area to Expand, and Parking.**

The 2nd Ranked adjacencies are: **Coffee Shop, Restaurant, and Bike Share.**

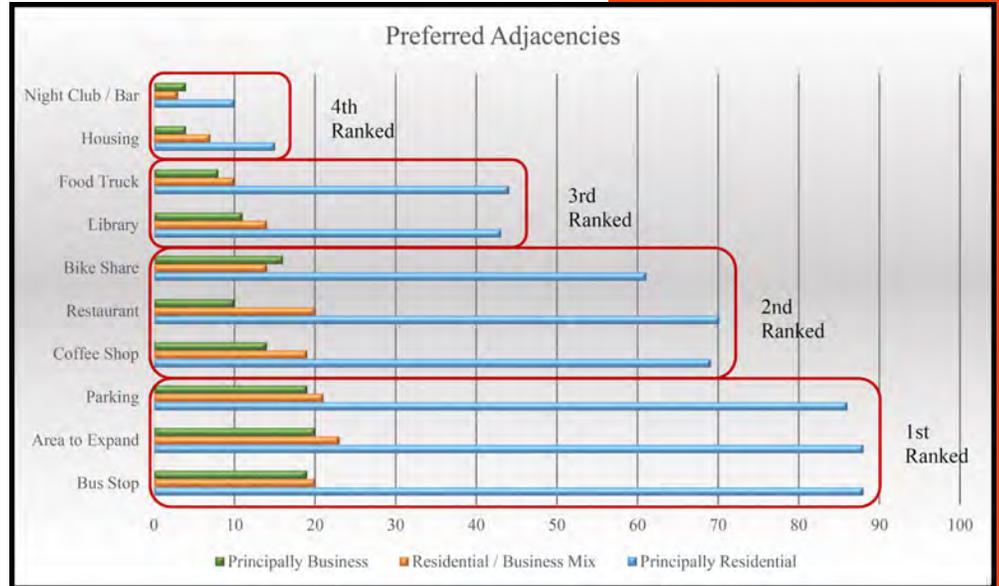
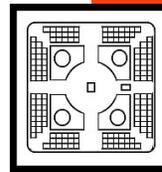


Figure 9: Preferred Adjacencies, by Respondent Status



Photo: Rotunda Media





The list of preferred activities indicates a preference for more organized events, though within these events more spontaneous activity could occur.

The 1st Ranked activities are: **Seasonal Markets** (like the current Holiday Market), **Community Events** (e.g., pancake feeds), **Public Performances** (e.g., plays), and **Weekly Markets** (with a strong preference to accommodate the Farmer's Market).

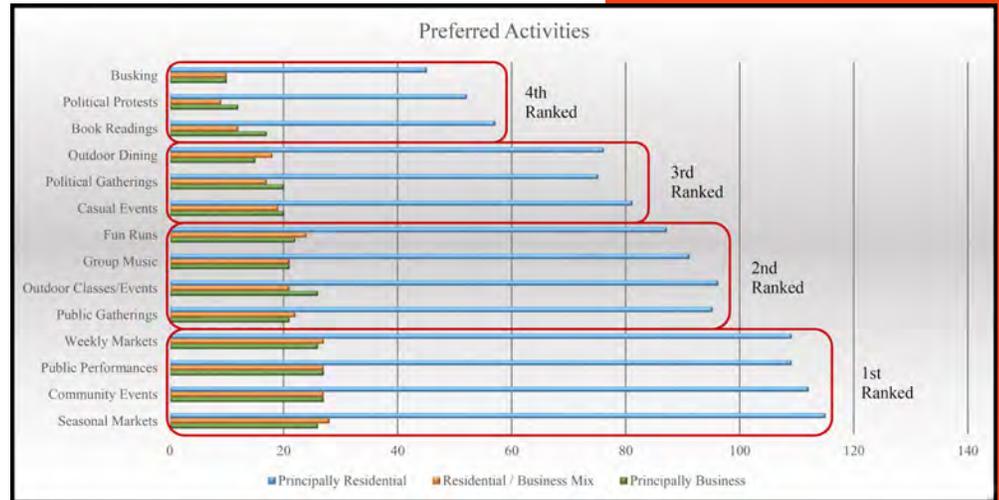


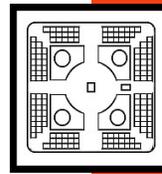
Figure 10: Preferred Activities, by Respondent Status

The 2nd Ranked activities are: **Public Gatherings**, **Outdoor Classes and Events** (e.g., Tai Chi or Yoga classes, or an outdoor movie), **Group Music** (for free concerts), and **Fun Runs** (e.g., the Turkey Trot).



Photo: Farmers Market, Lake Oswego. Randy Rasmussen, The Oregonian





The list of preferred amenities indicates a preference for a Town Square designed to expand a downtown visitor's level of comfort - not necessarily a space that would offer a wide range of entertainment options.

The 1st Ranked amenities are: **Benches** (to sit at during people watching), **Bike Racks** (for visitors to the Town Square and for downtown employees), **Summer Shade** (to provide respite during hot summer days).

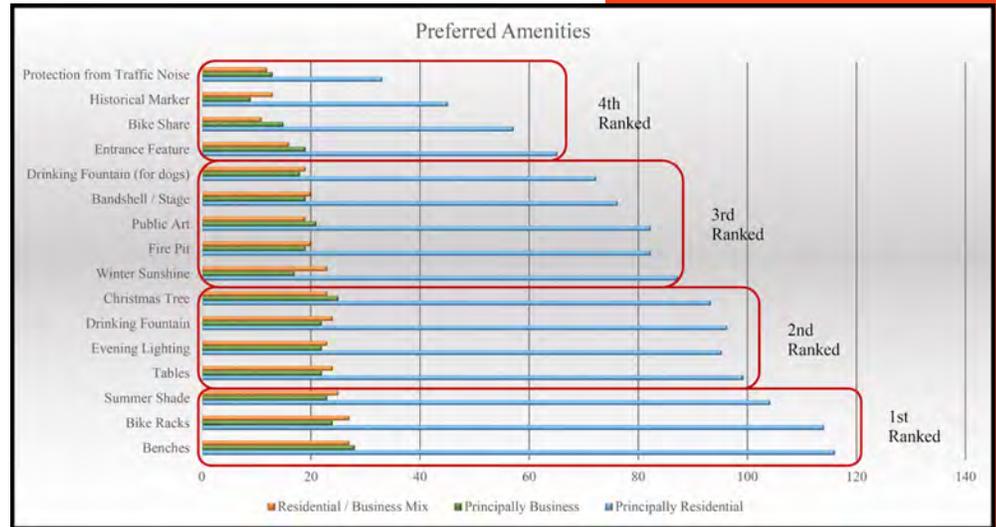


Figure 11: Preferred Amenities, by Respondent Status

The 2nd Ranked amenities are: **Tables**, **Evening Lighting** (to extend a downtown visitor's activity past sunset), **Drinking Fountain**, and **Christmas Tree** (during the Winter Holiday Market).

While none of these amenities require a lot of space, the focus group and survey responses indicate a desire for a larger, cleared central area in the Town Square to accommodate a range of daily activities. Larger Weekly or Seasonal events could be accommodated in an adjacent expansion area.

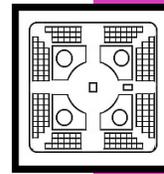
This expansion area could provide parking during regular operations, and provide power and set-up space for large weekly and seasonal activities. This allows the Town Square to retract to a smaller footprint during the remainder of the time, allowing the smaller daily events to provide a sense of fullness, intimacy, and activity in the space during most of its operational hours.



Photo: Mill Valley, CA Town Square. Sotheby's Intl. Realty



# Site Analysis



Twelve potential sites for a new Town Square were offered for consideration, the majority of which were clustered in the center of town.

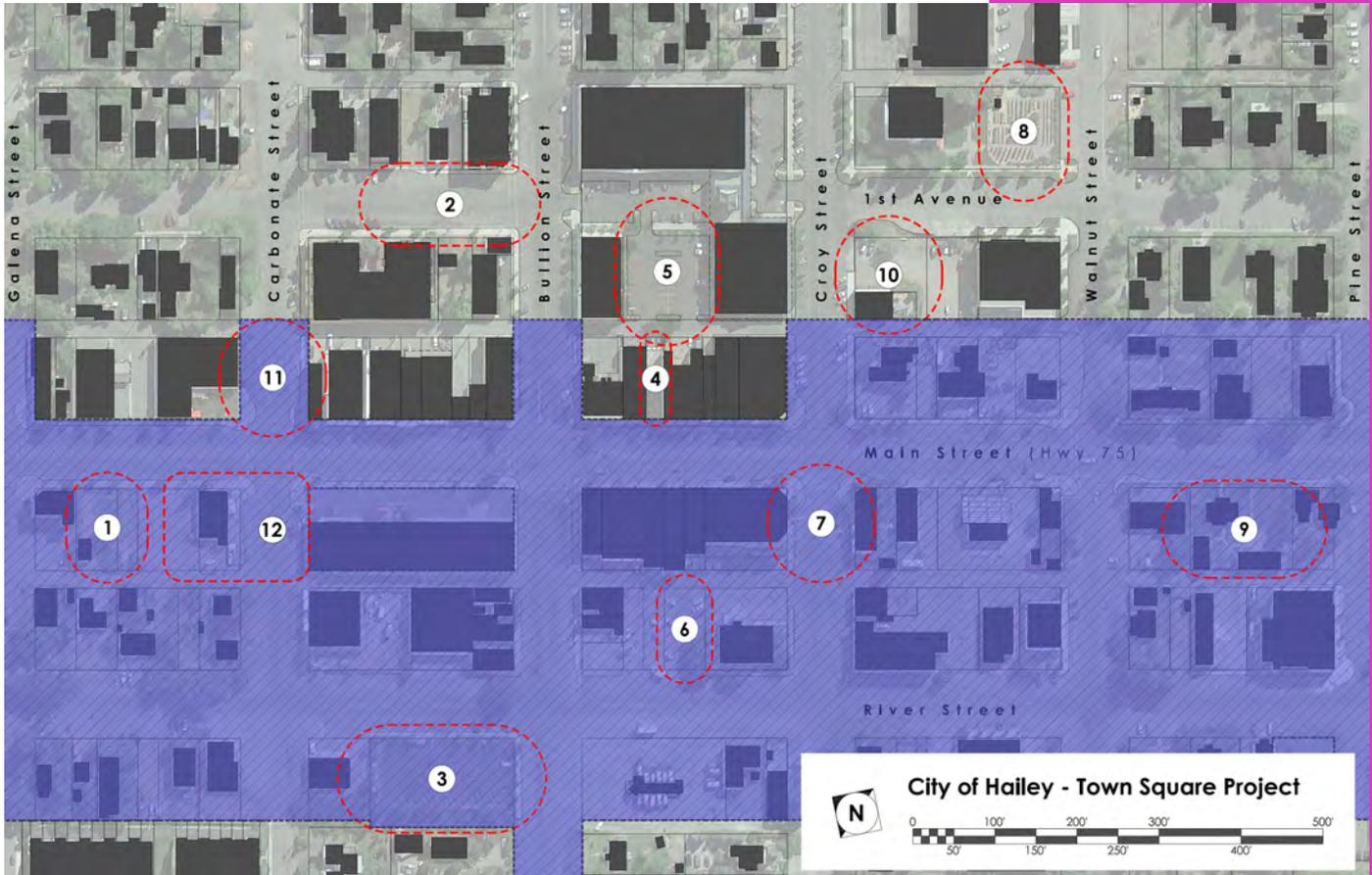
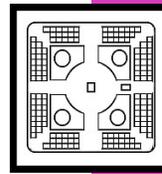


Figure 12: Location of Potential Sites

Site #	Street Address	Owner	Assessed Value	Size
1	211 Main Street	Montana Partners	\$516,000	10,800 sqft
2	100-block 1st Ave.	City of Hailey	\$0	11,000 sqft
3	101 River Street	City of Hailey	\$0	27,300 sqft
4	112 Main Street	Valley Entertainment	\$170,000	3,100 sqft
5	91 Croy Street	Alturas Partners	~\$500,000	7,000 sqft
6	0-block River St.	City of Hailey	\$0	7,200 sqft
7	0-block Croy St.	City of Hailey	\$0	7,200 sqft
8	206 1st Avenue	Blaine County	TBD	14,400 sqft
9	309 Main Street	FAPO Holdings	\$884,000	18,000 sqft
10	Croy St. & 1st Ave.	Douglas Aanestad	\$319,000	9,000 sqft
11	Carbonate & Main	City of Hailey	\$0	11,000 sqft
12	Carbonate/Main etc.	Hailey / Good Dirt LLC *	\$505,300	21,800 sqft

Table 1: Descriptions of Potential Sites

\* Does not include the Sturτος site, but does include the parcel to the north of Sturτος



The twelve sites were evaluated using five criteria: **1)** Is it within the Urban Renewal District, **2)** Is it cost effective, **3)** Is it adjacency receptive, **4)** Is it activity receptive, and **5)** Is it amenity receptive.

The first criteria is fairly straightforward and also the most critical, since without access to the Urban Renewal District's revenue allocation funding all land, design, and construction costs would have to be borne by the city's general fund. The District has already allocated \$1.525M for a downtown plaza, none of which would be available for site acquisition and development outside of the District. The *Gateway District Urban Renewal Project* boundaries rest within the blue boundaries in the previous image.

The next four criteria are broken into three groups; *low*, *moderate*, and *high* - each with its own specific ranges.

The **cost effectiveness** tiers refer to the likely costs to acquire and develop the parcel as a Town Square -- and to some degree the source of funding (the city or the renewal district), and any costs for replaced/displaced infrastructure.

The **adjacency receptiveness** tiers refer to the site's proximity to the range of preferred adjacencies, and distance from undesirable proximities.

The **activity receptiveness** tiers refer to the site's ability to accommodate the full range of preferred activities, without an excess of space.

The **amenity receptiveness** tiers refer to the site's ability to support the range of expressed amenities (or design elements), again without an excess of space.

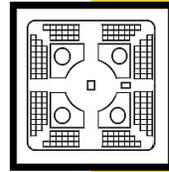
Site	In URD	Cost Eff.	Adj. Recp.	Act. Recp.	Amn. Recp.	Score
1	Yes	Low	Moderate	Low	High	7
2	No	Low	High	High	High	0
3	Yes	Moderate	Moderate	High	High	10
4	No	Low	High	Low	Low	0
5	No	Low	High	Low	Low	0
6	Yes	Moderate	Moderate	Moderate	Moderate	8
7	Yes	High	High	High	High	12
8	No	Low	Low	High	High	0
9	Yes	Low	High	High	High	10
10	No	Low	Low	Moderate	Moderate	0
11	Yes	High	Moderate	High	High	11
12	Yes	Low	High	High	High	10

**Table 2: Scoring of Potential Sites**

Scores were calculated by assigning the values 1-3 to the effectiveness and receptiveness values (low-high), respectively, then multiplying the aggregate values by 0 (for those sites *outside* the URD) or 1 (for those sites *within* the URD). **The two most optimal sites are #7 and #11.**

*"Let's set on a location that will be seen as a permanent location. This concept has been on the move and being discussed for years with no support for permanence. Plans keep happening and then they change. People get discouraged rebound and try again, but money, ideas, and dreams just vanish."*

## Next Steps



There are a series of next steps that the City of Hailey should undertake to proceed with the public discussion surrounding a new Town Square. Though it is apparent from the focus groups and survey that the community residents and business owners are supportive of creating a Town Square, it was apparent to the author that the public is under the impression that construction of previously identified capital improvements in the Gateway Urban Renewal District will result in an increase in a tax levy rate of properties.

### Discussions Regarding Funding

During the upcoming public discussions surrounding capital projects, to be held during the summer of 2015, it would be beneficial to hold a session on the various finance mechanism for public projects. These mechanisms can greatly affect the public sentiments regarding the probable costs of various projects – of which, the Town Square is only one.

### Development of Downtown Master Plan

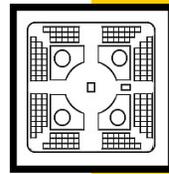
Since the purpose of any urban renewal project is to increase the value of properties within the District boundaries, there will likely be an increased desire to redevelop private properties in the District after the public improvement are constructed. Adequate protections should be put into place to ensure that the District-funded projects are not adversely impacted by such redevelopment, and that such private redevelopment accentuates the value of the improvements. Because the Town Square is so closely tied to the economic interest of businesses located in the downtown, it is possible that even under-developed parcels immediately adjacent to the Town Square will receive redevelopment interest. It would be preferential that such redevelopment could be guided to increase the impact of the amenities of the Town Square – and for the owners of those properties to know what would be expected of them as they proceed. In other communities that have invested in Town Squares (or urban plazas), a Master Plan for the area around the open space proved beneficial. The purpose of such a Downtown Master Plan would be to locate all the proposed capital projects identified in the Gateway Urban Renewal Plan, and to explore the various options for fully capitalizing on these improvements as downtown properties redevelop – and to ensure that existing historic structures are not marginalized.

### Commissioning

Whether the City of Hailey wishes to proceed with a new Town Square Project prior to the crafting of the aforementioned Downtown Master Plan, consultant selection for Town Square should rest heavily on that consultant's capacity to extend the public engagement process initiated with this research project.

*"Regarding the financing, we could phase in the construction with an incremental build-up while we forge partnerships."*

*"If this works, businesses will fight to have access to this Town Square!"*



## Management / Curation

The chief purpose for this public engagement process was to expand the level of public support for a new Town Square. As it moves forward with additional planning and commissioner of the project, the City of Hailey should work to ensure that the trust engendered during this process will be preserved. This will maximize the value of the social capital that has resulted from the public-programming steps so far taken.

One way to address both the curatorial and commissioning aspects would be to retain a consultant that has a proven history of conducting public charrettes. Retaining a consultant with certification from the National Charrette Institute would be one way for the city to ensure this curation of public trust will be maintained.

The management of the Town Square is a serious issue to address. Results from the survey suggest that the community is more supportive of a Town Square that is operated with a higher degree of scheduling than is currently provided for the community's existing parkland.

Some communities have relied upon their Urban Renewal Districts to provide this scheduling and maintenance (though this is often seen in cities where the District has revenue streams larger than the tax increment used to retire their debt). Another option seen in some communities is a Downtown Business Association taking over an operational and management role (this is often seen as a reliable way to secure an immediate benefit back to the business community, in exchange for the tax-increment financing of the project).

*"My property floods because of poor sidewalks, and lack of park maintenance money, but it is so important to do this, the Town Square will help build community."*



Photo: Hailey in the Fall, Carol Waller

## Acknowledgements

The following individuals and groups have my profound thanks for their unique contributions to this report.

Citizens of Hailey, Idaho

Mayor Fritz Haemmerle

Council Member Carol Brown

Council Member Martha Burke

Council Member Don Keirn

Council Member Pat Cooley

Lisa Horowitz, Community Development Director

Kristine Hilt, Community Development Coordinator

Heather Dawson, City Administrator

Roger Parker, Waste Water Superintendent

Hailey Idaho Chamber of Commerce

Blaine County Mapping Services

In addition, I would like to thank Dr. Susan Mason for her mentorship and guidance, Dr. Jaap Vos for his leadership and advice, and the entire faculty and staff of the Boise State University Department of Community and Regional Planning - without whom this report would not have been possible.



A Town Square for  
Every Season



**BOISE STATE UNIVERSITY**

COLLEGE OF SOCIAL SCIENCES  
AND PUBLIC AFFAIRS

*Department of Community  
and Regional Planning*

**GUNDERSON** | **PLANNING & DESIGN**  
LAND | PLANNING | SUSTAINABILITY | DESIGN

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E: [gun.plan.design@gmail.com](mailto:gun.plan.design@gmail.com)

934 S. Waterton Ave.  
Eagle, ID 83616

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 10/01/2018    **DEPARTMENT:** Admin    **DEPT. HEAD SIGNATURE:** HD

**SUBJECT:**

Discussion of revenue enhancement options available to the City of Hailey

**AUTHORITY:**  ID Code \_\_\_\_\_     IAR \_\_\_\_\_     City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

In July, Hailey City Council members indicated they wanted to hold a discussion about additional revenue enhancements or tax increases that could generate new projects or services. The attached report was prepared following that request.

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)

___ City Attorney	___ Finance	___ Licensing	___ Administrator
___ Library	___ Community Development	___ P&Z Commission	___ Building
___ Police	___ Fire Department	___ Engineer	___ W/WW
___ Streets	___ Parks	___ Public Works	___ Mayor

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

This is an introductory discussion to foster a full understanding of the varied options available to the City of Hailey. No decision is expected at this time.

**ACTION OF THE CITY COUNCIL:**

Date \_\_\_\_\_

City Clerk \_\_\_\_\_

**FOLLOW-UP:**



## Tax Increases and Funding Enhancement Options

Report to Mayor and City Council from City Administrator Heather Dawson October 1, 2018

The City of Hailey obtained its Pathways for People tax levy increase two years ago. The tax is now fully collected and the projects are underway. Hailey City elected officials wish to discuss other infrastructure needs and identify methods to pay for them.

### Options

The best funding measures are simple, timely, and diversified. The following options fit that criteria. The next available election is in May, 2019.

1. **Another 2-year temporary levy** would require a simple majority approval. The City should identify what projects or maintenance it wants to prioritize and estimate a cost in order to determine the levy amount. The Pathways for People levy cost property owners \$43/year per \$100,000 valuation and brought in \$800,000 over a two-year period. The measure was approved by 59% of voters. This option is simple and familiar to voters.
2. **Hailey's franchise agreement with Idaho Power** expires in 2020. Asking voters to increase the franchise fee from 1% to 3% would bring \$120,000 in additional revenue to the City. The additional money could be used for street projects or maintenance. Because this revenue stream would be ongoing once approved, it may be the perfect tool for increasing Hailey's street maintenance budget. This option diversifies the revenue stream; utility customers pay the franchise fee. It requires simple majority voter approval.
3. **A capital levy** is similar in cost to the Pathways for People levy, but would give the City permanent funding for capital projects in the same amount per year as the Pathways for People levy did for each of two years. It would be capped at \$40/year per \$100,000 valuation, and could be used on any city capital project. It requires 60% voter approval.
4. **A Low Property Tax City general levy increase up to .004** would increase the current permanent levy of .0026 up to any amount not exceeding .004, to be used for any general budgeting purpose. This method could increase the current tax revenue of \$2.58 million to as high as \$3.7 million, or any amount less than that deemed appropriate by city officials to meet city needs. If, for example, the City was interested in asking voters for \$555,000 more per year in general levy, that measure, if approved, would set the levy about halfway between what it is currently and the maximum .004. Voter approval of 60% is required.

### Long Term Options

In the first section of this report we emphasized timely options. Some longer-term options may be timely in a few years:

1. **Hailey's local option tax** is approved through 2030, but we are facing a census in 2020. With our current population over 8,000, the 2020 census will determine if Hailey exceeds

10,000 population. If it does, our local option tax is in jeopardy. If it does not, we have the tax for another 10 years and can begin to talk about ways to diversify the LOT, such as adding a recreational/entertainment tax.

2. **Hailey's general obligation bond** will be fully paid in 2020. G/O bonds require a 2/3 majority vote. Hailey Police Department entered into a lease of the Armory in November 2016 for a five-year term. Prior to 2021, the Idaho National Guard hoped to make a determination about selling the property. A new bond measure for the purchase of the Armory may be a timely option in 2020 or 2021.
3. **Hailey and Wood River Fire** are interested in consolidating facilities. When a site suitable for both parties is located and secured, a bond measure or a fire districting measure could be a funding mechanism for this need.
4. **A Street levy, Park levy, or Library levy** could be pursued. These levies are challenging in that they take a 2/3 majority approval by voters. They can be complex, depending upon whether the City is trying to increase its overall levy or replace its current budgeted amount under the general levy.

### Revenue Enhancement Methods

All of the funding options available to Hailey are listed here.

- Voter approved Idaho Power Franchise fee increase from 1% to 3% (increase street maintenance revenue by \$120,000) (simple majority voter approval)
- 2-year levy override (simple majority voter approval)
- Permanent levy increase up to .004 (60% voter approval)
- Permanent levy increase up to .009 (66.67 voter approval)
- Local Option Tax increase (60% voter approval)
- Revenue Bonds for Water or Wastewater projects (simple majority voter approval)
- General Obligation Bonds (66.67% voter approval)
- Local Improvement Districts (public hearing, no voting)
- Business Improvement Districts (public hearing, no voting)
- Development Impact Fees (already exists in Hailey) (CIP updates every five years)
- Tax Increment Financing (available within URA, already exists in Hailey)
- Grants (need sufficient funds for grant matches)
- Donations
- Public/private partnerships (ARCH River Street Apartments and Champion Ice House are examples of this)
- Transfer of excess operating funds to Capital (Hailey's chip spreader was purchased using this method)

### Voter Approved Property Tax Increases:

There are many tax opportunities provided by Idaho law. Most of the allowed tax levies available to cities are capped by levy limits. The levy limits are shown in the second column of the chart below.

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 and that taxes will not become unreasonably high.

Hailey falls into the category of Low Property Tax City under Idaho Code 63-802.1.f., because its general levy is below .004. As such, a 60% majority of Hailey voters can approve a permanent property tax increase from the current .00261 levy to .004. A 2/3 majority vote is required for levy increases above that, up to the allowed maximum of .009, as well as G/O bonds and the other levy categories shown below. The exception is the capital levy, which requires 60% voter approval.

**For each additional \$10 per year Hailey property owners would pay in taxes through a voter approved tax increase, Hailey would receive \$92,508 additional revenue.** The taxing authority for levies provided by Idaho law are shown in the table below. In addition to these, the City of Hailey is allowed general obligation bonds up to \$17.9 million.

Taxing Authority	Levy Limits	Current tax paid/ 100,000 valuation	Maximum tax per 100,000 valuation under levy	Annual funds collected by City under current levy	Additional revenue available with levy increase	Total funds available yearly under maximum levy
General Fund increase under Low Property Tax Limits	.004	\$261	\$400	\$2.58 million	\$1.12 million	\$3.70 million
General Fund	.009	-0-	\$900	\$2.58 million	\$5.75 million	\$8.33 million
Capital Fund	.0004	-0-	\$40	-0-	\$ 370,000	\$ 370,000
Parks & Recreation	.0006	-0-	\$60	-0-	\$ 555,000	\$ 555,000
Streets	No Limit	-0-	No Limit	-0-		Each \$10 of tax brings \$92,508
Library	.001	-0-	\$100	-0-	\$ 925,082	\$ 925,082
G/O Bond	.02	\$43	N/A	\$399,400	\$17.5 million	\$17.9 million

### Property Tax Increase of 3% with annual budget

The City of Hailey chooses each year to increase its property tax for operations. This is the only property tax increase allowed by Idaho law that does not require voter approval.

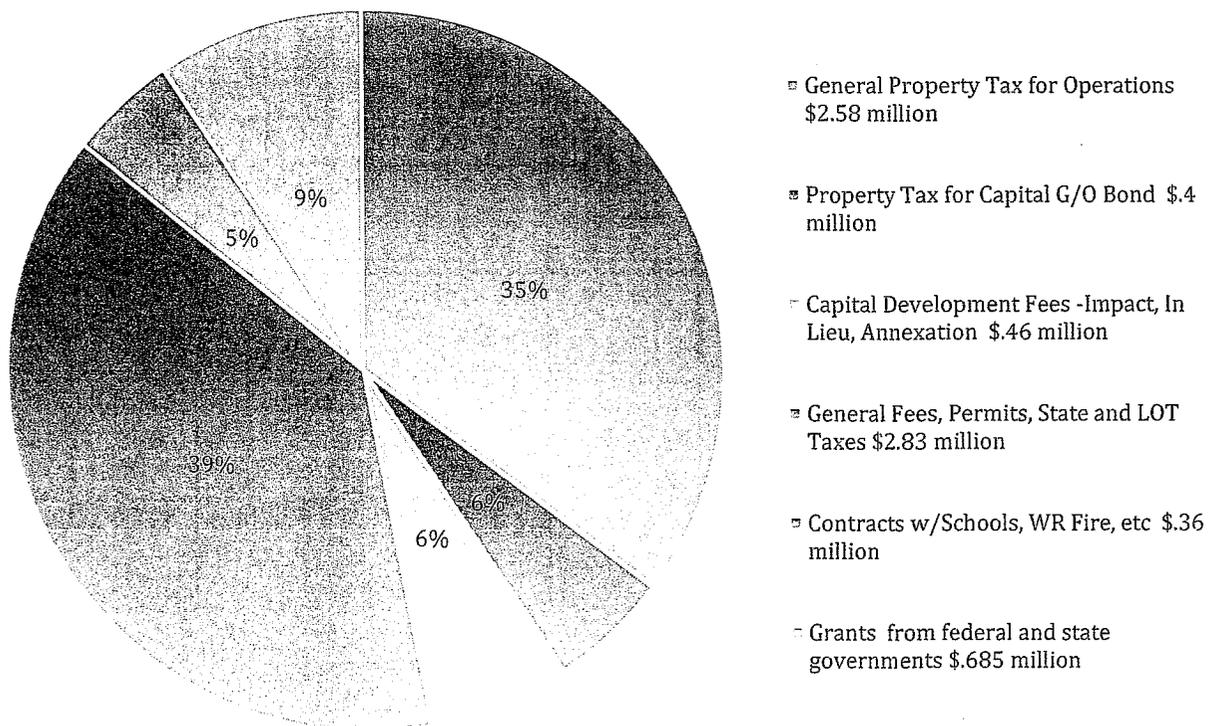
Idaho law allows property taxes to increase only 3% over the amount of the previous year's property tax budget. That currently represents a \$73,500 increase in taxes for operational cost increases. Hailey's elected officials have previously deemed this increase to be necessary to keep up with inflation and increased service demands.

The 3% increase costs about \$8/year more per \$100,000 net taxable property. Property owners will pay \$261 per year to the City of Hailey for each \$100,000 of their net taxable property value to fund \$2.58 million in operational tax revenue.

An owner-occupied home assessed at \$200,000 pays \$261 property taxes for the City's general levy. That same home, if not the primary residence, pays \$522. An owner-occupied home assessed at \$400,000 pays \$783 for the City's general tax levy. The same \$400,000 home, if not the primary residence, pays \$1,044 for the City's general tax levy. The homeowners exemption \$100,000.

Property taxes, even after the 3% increase is applied, are only 35% of Hailey's total budgeted revenue for FY 2019. Hailey has done a good job of developing a varied mix of different types of revenue for operations. Hailey is not solely property tax dependent. Hailey is anticipating FY 2019 City revenue to come from sources shown in the chart below.

#### Hailey City Revenue Sources FY 2019



**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 10/01/2018 **DEPARTMENT:** Community Development Dept. **DEPT. HEAD SIGNATURE:** LH

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**SUBJECT:**

Conduct public hearing on proposed Ordinance No.\_\_\_\_\_, an Amendment to Title 17: Zoning Regulations, Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing, of the Hailey Municipal Code, by adding a subcategory 1. Posting on Premises

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**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code Title 18 (IFAPPLICABLE)

---

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

**Planning and Zoning Recommendation and Summary:**

Planning Staff found that Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing, does not specify requirements for posting notices on the premises, which makes onsite noticing difficult to administer. Additionally, Staff believes that the current requirements fail to ascertain the person responsible for posting on the premises, the visibility and location of the notice, and size of the notice. Staff believes specifying these requirements would benefit the community at large.

The Planning and Zoning Commission held a public hearing on the proposed amendments and found that by adding a subcategory 1. Posting on Premises, it better addresses and provides more clarity to the requirements of onsite postings. More specifically, the amendments specify requirements of visibility and location of notice, size of notice and ascertains the person responsible for posting on the premises. No public comments were made on the proposed amendments. After the discussion, the Planning and Zoning Commission voted unanimously to recommend adoption of the amendment to the Hailey City Council.

**Procedural History:**

Planning and Zoning Public Hearing: September 4, 2018

City Council Public Hearing: October 1, 2018

**Attachments:**

City Council Staff Report – October 1, 2018

Ordinance No. \_\_\_\_\_

Planning and Zoning Findings of Fact – September 4, 2018

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**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:**

Budget Line Item # \_\_\_\_\_

Estimated Hours Spent to Date:

Staff Contact:

Caselle # \_\_\_\_\_

YTD Line Item Balance \$ \_\_\_\_\_

Estimated Completion Date:

Phone # \_\_\_\_\_

---

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IFAPPLICABLE)

___ 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 first reading of proposed Ordinance No.\_\_\_\_\_, an amendment to Title 17: Zoning Regulations, Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing.

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**ADMINISTRATIVE COMMENTS/APPROVAL:**

City Administrator \_\_\_\_\_ Dept. Head Attend Meeting (circle one) Yes No

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**ACTION OF THE CITY COUNCIL:**

Date \_\_\_\_\_

City Clerk \_\_\_\_\_

---

**FOLLOW-UP:**

\*Ord./Res./Agrmt. /Order Originals: \*Additional/Exceptional Originals to: \_\_\_\_\_

Copies (all info.): Copies

Instrument # \_\_\_\_\_

## STAFF REPORT

**TO:** Hailey City Council

**FM:** Robyn Davis, Community Development City Planner

**RE:** Consideration of Amendments to Title 17: Zoning Regulations, Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing

**HEARING:** October 1, 2018

---

### Background

Consideration of a Text Amendment to Title 17, Zoning Regulations.

Planning Staff found that Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing, does not specify requirements for posting notices on the premises, which makes onsite noticing difficult to administer. Additionally, Staff believes that the current requirements fail to ascertain the person responsible for posting on the premises, the visibility and location of the notice, and size of the notice. Staff believes specifying these requirements would benefit the community at large.

On September 4, 2018. The Planning and Zoning Commission discussed the pros and cons of editing Section 17.04N.060(A) and adding a subcategory (1.) Posting on Premises, which would better outline the requirements for Posting on Premises in underlined text below:

### **17.04N.060: Public Hearing:**

- A. Notice: The administrator shall mail to each addressee on the list furnished by the applicant pursuant to subsection 17.04N.050.01H of this article, a copy of the notice of the time and place of the hearing at least fifteen (15) days before the date set for the hearing. Failure to mail such notice to every property owner due to clerical omissions shall not affect the validity of any hearing or decision. When notice is required to two hundred (200) or more property owners of purchasers of record, alternate forms of notice may be provided in lieu of mailed notice. Sufficient notice shall be deemed to have been provided if the city provides notice through a display advertisement at least four inches (4") by two-inch (2") columns in size in the official newspaper of the city at least fifteen (15) days prior to the hearing date, in addition to site posting on the site.
1. Posting on Premises: A notice sign, as provided by the Community Development Department, shall be posted by the applicant on the premises not less than one week prior to the hearing. The visibility of the on-site posting shall be as follows:
    - a. Location of Posting: Posting location shall be on the property line closest to a public thoroughfare, or if no such thoroughfare exists, on the property line of the nearest adjoining property not owned by the applicant, a property of which the applicant has a proprietary interest, or the government.
    - b. Size of Notice Sign: Approximately four (4) square feet.

The Commission found by amending Section 17.04N.060 and by adding a subcategory 1. Posting on Premises, the proposed amendments more specifically address and clarifies the onsite noticing process. The

Commission found the amendments to benefit the community at large and recommended the City-initiated text amendment for approval to the Hailey City Council.

**Criteria for Review**

Section 17.14.060(A) of the Hailey Municipal Code provides “[w]hen evaluating any proposed amendment under this chapter, the hearing examiner or commission and council shall make findings of fact on the following criteria:

1. The proposed amendment is in accordance with the comprehensive plan;
2. 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;
3. The proposed uses are compatible with the surrounding area; and
4. The proposed amendment will promote the public health, safety and general welfare.

**1. The proposed amendment is in accordance with the comprehensive plan.**

The Comprehensive Plan does not go in to the specificity that this code section contemplates. The proposed amendment is in accordance with the Comprehensive Plan.

**2. 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.**

The proposed code revision will not result in a change in allowed uses, nor will it create excessive additional requirements at public cost for services. This amendment is intended to clarify regulations and to simplify administration of the requirements, and to implement best practices.

**3. The proposed uses are compatible with the surrounding area.**

The proposed code revision option will not result in a change in allowed uses.

**4. The proposed amendment will promote the public health, safety and general welfare.**

The amendment option recommended is consistent with the Hailey Comprehensive Plan. The proposed code revision will not result in a change in allowed uses. Staff recommends that the addition of subcategory (1.) Posting on Premises. and other suggested amendments, will promote the public health, safety and general welfare.

**MOTION LANGUAGE**

**Approval:**

Motion to conduct a first reading of Ordinance No. \_\_\_\_\_, an Ordinance amending Title 17: Zoning Regulations, Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing

**Denial:**

Motion to table Ordinance No. \_\_\_\_\_, an Ordinance amending Title 17: Zoning Regulations, Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing, finding that \_\_\_\_\_ [the Council should cite which standards are

not met and provided the reason why each identified standard is not met].

**HAILEY ORDINANCE NO. \_\_**

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING TITLE 17: ZONING REGULATIONS, CHAPTER 17.04: ESTABLISHMENT, PURPOSES AND USES WITHIN ZONING DISTRICTS, SECTION 17.04N.060: PUBLIC HEARING, OF THE HAILEY MUNICIPAL CODE, BY EDITING ITEM (A), AND ADDING A SUBCATEGORY (1.) POSTING ON PREMISES; 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 Municipal Code, Title 17, Zoning Regulations, conforms to the Hailey Comprehensive Plan; and

WHEREAS, Title 17, Chapter 17.04, Section 17.04N.060, does not specify requirements for “Posting on Premises”, and such reference would clarify these requirements; and

WHEREAS, Title 17, Chapter 17.04, Section 17.04N.060, does not provide clear guidance regarding the above requirements in the Hailey Zoning Districts; and

WHEREAS, the Hailey City Council has determined that the above-mentioned requirements are appropriate requirements, and should be referenced; and

WHEREAS, the text set forth in this ordinance 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. Title 17, Chapter 17.04, Section 17.04N.060 of the Hailey Municipal Code, is hereby amended by the addition of the underlined language, as follows:

**17.04N.060: Public Hearing:**

A. Notice: The administrator shall mail to each addressee on the list furnished by the applicant pursuant to subsection 17.04N.050.01H of this article, a copy of the notice of the time and place of the hearing at least fifteen (15) days before the date set for the hearing. Failure to mail such notice to every property owner due to clerical omissions shall not affect the validity of any hearing or decision. When notice is required to two hundred (200) or more property owners of purchasers of record, alternate forms of notice may be provided in lieu of mailed notice. Sufficient notice shall be deemed to have been provided if the city provides notice through a display advertisement at least four inches (4”) by two (2) columns in size in the official newspaper of the city at least fifteen (15) days prior to the hearing date, in addition to site posting on the site.

1. Posting on Premises: A notice sign, as provided by the Community Development Department, shall be posted by the applicant on the

premises not less than one week prior to the hearing. The visibility of the on-site posting shall be as follows:

- a. Location of Posting: Posting location shall be on the property line closest to a public thoroughfare, or if no such thoroughfare exists, on the property line of the nearest adjoining property not owned by the applicant, a property of which the applicant has a proprietary interest, or the government.
- b. Size of Notice Sign: Approximately four (4) square feet.

Section 2. 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 3. Repealer Clause. All City of Hailey ordinances or parts thereof, which are in conflict herewith, are hereby repealed.

Section 4. 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 \_\_\_\_\_, 2018.

\_\_\_\_\_  
Fritz X. Haemmerle, Mayor, City of Hailey

Attest:

\_\_\_\_\_  
Mary Cone, City Clerk

## FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On September 4, 2018, the Hailey Planning and Zoning Commission considered a City-Initiated Text Amendment to Title 17: Zoning Regulations, Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing.

### I. Notice

Notice for the public hearing was published in the Idaho Mountain Express on August 15, 2018, and mailed to property owners within 300 feet, as well as public agencies, on August 15, 2018.

### II. Background

Consideration of a Text Amendment to Title 17, Zoning Regulations.

Planning Staff found that Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing, does not specify requirements for posting notices on the premises, which makes onsite noticing difficult to administer. Additionally, Staff believes that the current requirements fail to ascertain the person responsible for posting on the premises, the visibility and location of the notice, and size of the notice. Staff believes specifying these requirements would benefit the community at large.

The Commission discussed the pros and cons of editing Section 17.04N.060(A) and adding a subcategory (1.) Posting on Premises, which outlines the requirements for Posting on Premises in underlined text below:

#### **17.04N.060: Public Hearing:**

A. Notice: The administrator shall mail to each addressee on the list furnished by the applicant pursuant to subsection 17.04N.050.01H of this article, a copy of the notice of the time and place of the hearing at least fifteen (15) days before the date set for the hearing. Failure to mail such notice to every property owner due to clerical omissions shall not affect the validity of any hearing or decision. When notice is required to two hundred (200) or more property owners of purchasers of record, alternate forms of notice may be provided in lieu of mailed notice. Sufficient notice shall be deemed to have been provided if the city provides notice through a display advertisement at least four inches (4") by two-inch (2") columns in size in the official newspaper of the city at least fifteen (15) days prior to the hearing date, in addition to site posting on the site.

1. Posting on Premises: A notice sign, as provided by the Community Development Department, shall be posted by the applicant on the premises not less than one week prior to the hearing. The visibility of the on-site posting shall be as follows:
  - a. Location of Posting: Posting location shall be on the property line closest to a public thoroughfare, or if no such thoroughfare exists, on the property line of the nearest adjoining property not owned by the applicant, a property of which the applicant has a proprietary interest, or the government.
  - b. Size of Notice Sign: Approximately four (4) square feet.

The Commission found by amending Section 17.04N.060 and by adding a subcategory 1. Posting on Premises, the proposed amendments more specifically address and clarifies the onsite noticing process. The Commission found the amendments to benefit the community at large and recommended the City-initiated text amendment for approval to the Hailey City Council.

**Criteria for Review**

Section 17.14.060(A) of the Hailey Municipal Code provides “[w]hen evaluating any proposed amendment under this chapter, the hearing examiner or commission found the findings of fact on the following criteria:

1. The proposed amendment is in accordance with the comprehensive plan;
2. 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;
3. The proposed uses are compatible with the surrounding area; and
4. The proposed amendment will promote the public health, safety and general welfare.

**1. The proposed amendment is in accordance with the comprehensive plan.**

The Comprehensive Plan does not go in to the specificity that this code section contemplates. The Commission found that the proposed amendments would more specifically address and clarify the onsite noticing process. The Commission found the proposed amendment to be in accordance with the Comprehensive Plan.

**2. 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.**

The Commission found that the proposed code revision will not result in a change in allowed uses, nor will it create excessive additional requirements at public cost for services. This amendment is intended to clarify regulations and to simplify administration of the requirements, and to implement best practices.

**3. The proposed uses are compatible with the surrounding area.**

The Commission found the proposed code revision option will not result in a change in allowed uses.

**4. The proposed amendment will promote the public health, safety and general welfare.**

The amendment option recommended is consistent with the Hailey Comprehensive Plan. The Commission found the proposed code revision will not result in a change in allowed uses, and believes the addition of subcategory (1.) Posting on Premises. and other suggested amendments, will promote the public health, safety and general welfare.

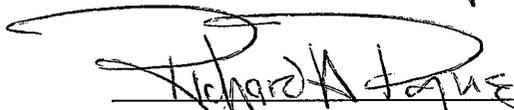
**CONCLUSIONS OF LAW AND DECISION**

Based on the above Findings of Fact, the Commission, on a unanimous vote, concluded that adequate notice, pursuant to Title 17, Section 17.04J, was given, and is proper, and makes the following recommendations:

- a) Recommend to the City Council Ordinance amending Hailey Municipal Code, Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing, by adding a subcategory 1. Posting on Premises, that 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, that the proposed uses are compatible with the surrounding area, and that the proposed amendment will promote the public health, safety and general welfare.

The Commission thereby recommends approval to the Hailey City Council of Hailey Ordinance No. \_\_\_\_\_, amending the Title 17: Zoning Regulations, Regulations, Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing, to add subcategory 1. Posting on Premises.

Signed this 24 day of September, 2018.

  
Janet Fugate, Chair  
Richard Pogue, Vice Chair

Attest:

  
Jessica Parker, Community Development Assistant

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 10/1/2018      **DEPARTMENT:** Public Works      **DEPT. HEAD SIGNATURE:** BY

**SUBJECT:** Consideration of an agreement with Stanley Consultants, Inc., in the amount of \$184,000 for Phase 1 Concept Design of the River St. Reconstruction Project ACTION ITEM *Resolution 2018-*

**AUTHORITY:**  ID Code \_\_\_\_\_       IAR \_\_\_\_\_       City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND**

In October 2017, the City entered into a grant agreement with the Idaho Transportation Department (ITD) for the River Street Reconstruction Project. Since the grant agreement was signed, City staff has worked with the Local Highway Technical Assistance Council (LHTAC) to select a consultant to provide engineering design for the project. LHTAC, on behalf ITD, coordinated the consultant selection process, following ITD's procurement policy. That policy involves selecting only consultants that are listed on ITD's Term Agreement list, which is a pre-qualified list of consultants. In the case of the River St. Reconstruction Project, which will exceed \$100,000 in engineering fees, LHTAC issued a Request for Qualifications to four firms on the Term Agreement list. The four firms were recommended by City staff, and included Harmony Design and Engineering, Galena Engineering, Stanley Consultants and Kittleson & Associates. Three City staff, one ITD staff, and one LHTAC staff comprised the review committee. The recommended firm was Stanley Consultants.

**DESIGN CONSULTANT CONTRACT**

Although the consultant selection process was conducted for the entire project design, the attached consultant agreement with Stanley Consultants is to only take the design through the concept phase (Phase 1). Phase 1 will involve completing three alternative concept designs, and then selecting a preferred alternative. Phase 1 is scheduled to conclude by August 2019. After the preferred design concept is selected, a Phase 2 final design agreement with Stanley Consultants will be negotiated and presented to the City Council.

**ADDITIONAL: BUDGET CONSIDERATIONS**

The following table and associated discussion detail the funding status for each of the key stages:

Description		2017 State/Local Agreement Amounts	Current Estimates	Additional Funding Needed	Additional Funding Notes
Project Development	Phase 1: Concept Development (Stanley Consultants)	\$149,000	\$184,000	\$35,000	See Note 1: 92.66% of additional funding to be provided by LHTAC
	Phase 2: Final Design (Stanley Consultants)		TBD	TBD	See Note 2: NOT YET FUNDED
Construction Engineering	ITD Review	\$9,000	\$9,000	\$0	These Numbers will likely be updated in the future by LHTAC
	LHTAC Administration	\$65,000	\$65,000	\$0	
	Utility Coordination	\$37,000	\$37,000	\$0	
	ITD Review	\$9,000	\$9,000	\$0	
	LHTAC Administration	\$71,000	\$71,000	\$0	
	Construction Engineering & Inspection	\$161,000	\$161,000	\$0	
	Contingency	\$81,000	\$81,000	\$0	
	Contractor	\$1,604,000	\$3,750,000	\$2,146,000	
	<b>\$2,186,000</b>	<b>\$4,367,000</b>	<b>\$2,181,000</b>	See Note 3: NOT FUNDED	

City Match at 7.34%

Currently negotiated through State/Local Agreement

**Note 1**

The attached Phase 1 concept design agreement is for \$184,000, which exceeds the entire project design budget by \$35,000. LHTAC has obligated an additional amount to cover the full \$184k for Phase 1. LHTAC has stated the current State/Local agreement does not require revision to reflect this additional commitment.

This Phase will update anticipated project costs based on the final alternatives selected. If project costs exceed available or anticipated funding, alternatives with reduced scope or a “no build” alternative may be considered.

If the City and LHTAC select a “No Build” Alternative at the conclusion of the Concept Development stage the project would conclude with no additional funding obligations from the City.

If the City proceeds into Phase 2 with a full or reduced scope alternative, the City will be obligated for design phase contributions which are not yet determined.

**Note 2**

Phase 2 final design is currently completely un-funded. LHTAC has stated:

“As we move forward in the conceptual phase of the project, we will work to define and then request from the urban committee the required funds to cover the final design costs.... Yes LHTAC will work with the City to pursue this additional costs that will be comparable with the project.”

Funding sources and commitments for this phase are not required until the conclusion of Phase 1 (Concept Development). The City and LHTAC have until this time to determine additional funding.

**Note 3**

Staff and LHTAC are confident that the construction budget of \$1,604,000 is inadequate to complete the project as proposed under the grant. It is difficult to identify the degree of inadequacy. In an attempt to understand the financial implications, staff prepared a conservative estimate of \$750,000 per block, (\$400k per block as shown in the 2017 Harmony River Street Concept plans plus an additional \$350k per block for side street connections), times five blocks (Walnut to Galena, and River St. to Hop Porter side path), which equals \$3,750,000, a potential construction funding shortfall of \$2,146,000.

Potential, but not guaranteed, sources for additional funding include the following:

- Hailey Urban Renewal Agency
- LHTAC
- Strategic Initiatives Program Grant
- Transportation Alternatives Program Grant
- Hailey Public Works Capital Budget
- BUILD Grant (previously TIGER)
- Idaho Community Development Block Grant

The four grant funding sources listed above have different funding ceilings. The BUILD grant could cover the entire funding shortfall, and, if acquired, has the potential to move the construction of the project to an earlier year than currently planned. The other three grants *combined* would perhaps cover a significant portion of the funding shortfall. These four grant programs are extremely competitive, and at least one program does not call for applications every year, so the City’s success in acquiring funding from them is not a certainty. Final design would not occur until FY 2020, so some funding for final design could potentially be budgeted by the City.

**PROJECT SCHEDULE**

The schedule for the project does allow some time to attempt to solve the funding shortfall. The schedule currently includes the following approximate milestones:

- Commence Phase 1 Concept Design .....September 17, 2018
- Complete Phase 1 Concept Design .....August 1, 2019
- Commence Phase 2 Final Design .....October 2019
- Complete Phase 2 Final Design .....April 2021
- Bidding.....October/November 2022
- Construction .....2023/2024

**POTENTIAL COUNCIL ACTIONS AND STAFF RECOMMENDATION**

The council may wish to consider taking any combination of the following actions:

1. Motion to deny an agreement with Stanley Consultants, Inc., in the amount of \$184,000 for Phase 1 Concept Design of the River St. Reconstruction Project, and abandon the project until the City secures funding.
2. Motion to approve Resolution 18-\_\_\_\_, authorizing the mayor to sign an agreement with Stanley Consultants, Inc., in the amount of \$184,000 for Phase 1 Concept Design of the River St. Reconstruction Project, contingent on securing committed funding in the amount of \$35,000 from the Hailey URA, LHTAC, or the Public Works capital budget
3. Direct staff to take the necessary steps to competitively apply for a BUILD grant.

At this time, staff recommends items 2 and 3 from the above list.

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:**

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)

___ City Attorney	___ Finance	___ Licensing	___ Administrator
___ Library	___ Community Development	___ P&Z Commission	___ Building
___ Police	___ Fire Department	___ Engineer	___ WWW
___ Streets	___ Parks	<u>X</u> Public Works	___ Mayor

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Motion to approve Resolution ~~18~~<sup>2018</sup>-\_\_\_\_, authorizing the mayor to sign an agreement with Stanley Consultants, Inc., in the amount of \$184,000 for Phase 1 Concept Design of the River St. Reconstruction Project, contingent on securing committed funding in the amount of \$35,000 from the Hailey URA, LHTAC, or the Public Works capital budget **ACTION ITEM**

**ACTION OF THE CITY COUNCIL:**

Date \_\_\_\_\_  
City Clerk \_\_\_\_\_

**FOLLOW-UP:**

\*Ord./Res./Agrmt./Order Originals: Record      \*Additional/Exceptional Originals to: \_\_\_\_\_

**CITY OF HAILEY**  
**RESOLUTION NO. 2018-\_\_**

**RESOLUTION OF THE MAYOR AND CITY COUNCIL FOR THE CITY OF HAILEY  
AUTHORIZING AN AGREEMENT WITH STANLEY CONSULTANTS, INC., TO  
PROVIDE CONCEPT DESIGN OF THE RIVER ST. RECONSTRUCTION PROJECT  
FOR AN AMOUNT NOT TO EXCEED \$184,000.**

WHEREAS, the City of Hailey desires to enter into an Agreement with Stanley Consultants, Inc., to provide concept design of the River St. Reconstruction Project for a not-to-exceed amount of \$184,000, with majority of funding from an LHTAC grant, and city matching funding at 7.34%.

WHEREAS, the City of Hailey and Stanley Consultants, Inc., have agreed to the terms and conditions of the Agreement and scope of work, as described in the attached documents.

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

Passed this 1st day of October, 2018.

City of Hailey

\_\_\_\_\_  
Fritz X. Haemmerle, Mayor

ATTEST:

\_\_\_\_\_  
Mary Cone, City Clerk

IDAHO TRANSPORTATION DEPARTMENT

LOCAL PROFESSIONAL SERVICES AGREEMENT

Agreement Number 94976
---------------------------

**THIS AGREEMENT** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the CITY OF HAILEY, whose address is 115 Main St. South Hailey ID 83333, hereinafter called the "Sponsor," and STANLEY CONSULTANTS, INC., whose address is 408 S. Eagle Rd, Ste 209, Eagle, ID, 83616, hereinafter called the "Consultant."

**RATIFICATION**

The Idaho Transportation Department, representing the Federal Highway Administration on all local federal-aid highway projects, is authorized to ratify all agreements for engineering services entered into between sponsoring local agencies and their retained consultants. All references to State used hereafter shall denote the Idaho Transportation Department.

**NOW, THEREFORE**, the parties hereby agree as follows:

The work covered by this Agreement is for the following project(s):

PROJECT NAME: RIVER ST; WALNUT TO GALENA, HAILEY  
PROJECT NO: A018(807)  
KEY NO: 18807

**I. SUBCONSULTANTS**

The Sponsor approves the Consultant's utilization of the following Subconsultants:

- American Geotechnics, Inc.
- Bionomics Environmental, Inc.
- Garcia Land Surveying, LLC
- Rosemary Brennan Curtin, Inc.

**II. AGREEMENT ADMINISTRATOR**

This Agreement shall be administered by Wayne Herbel, Federal-aid Engineer, LHTAC; (208) 344-0565; or an authorized representative.

**III. DUTIES AND RESPONSIBILITIES OF CONSULTANT**

A. DESCRIPTION OF WORK

The Consultant shall provide professional services as outlined in the attachment(s) and as further described herein.

1. The following attachments are made a part of this Agreement:

- a. **Attachment No. 1L** is the Consultant Agreement Specifications which are applicable to all agreements.
- b. **Attachment No. 2** is the negotiated Scope of Work, Cost Estimate, and Man-Day Estimate.

In the case of discrepancy, this Agreement shall have precedence over Attachment No. 2, and Attachment No. 2 shall have precedence over Attachment No. 1L.

2. Per Diem will be reimbursed at the current approved rates. These rates are listed at <http://itd.idaho.gov/business/?target=consultant-agreements>.

#### **IV. DUTIES AND RESPONSIBILITIES OF SPONSOR AND/OR STATE**

The Sponsor and/or State shall provide to the Consultant, upon request, copies of any records or data on hand which are pertinent to the work under the Agreement.

#### **V. TIME AND NOTICE TO PROCEED**

- A. The Consultant shall start work under this Agreement no later than ten (10) calendar days from the receipt of the written notice to proceed with the work. The Consultant shall complete all work by **8/1/2019**.
- B. The Consultant shall remain available to perform additional work for an additional sixty (60) days or until the Agreement is closed out, whichever comes first.

#### **VI. BASIS OF PAYMENT**

- A. Payment Basis: Cost Plus Fixed Fee
- B. Compensation Amount
  - 1. Not-To-Exceed Amount: **\$184,000.00**
  - 2. Additional Services Amount: **\$0.00**
  - 3. Total Agreement Amount: **\$184,000.00**
- C. Fixed Fee Amount: **\$6,388.00** (This is included in the Total Agreement Amount.)

D. Approved Overhead Rates for Prime Consultant and Subconsultants

STANLEY CONSULTANTS, INC.	158.47%
AMERICAN GEOTECHNICS, INC.	156.76%
BIONOMICS ENVIRONMENTAL, INC.	140.07%
GARCIA LAND SURVEYING, LLC	Loaded Rates
ROSEMARY BRENNAN CURTIN, INC.	210.89%

E. Reasonable increases in labor rates during the life of this Agreement will be accepted. Payroll additive rate, general administrative overhead rate, and unit prices are subject to adjustment during the life of this Agreement based on audit and negotiations. If the State approves an adjustment to the overhead rate or unit prices, the Consultant must then submit a written request to the Agreement Administrator requesting use of the approved rate(s) on this agreement. If the new rate(s) are accepted by the Agreement Administrator, they shall apply from the date the written request was made to the Agreement Administrator. An adjustment shall not change the Not-To-Exceed amount of the Agreement. For projects of duration greater than two years, the Not-To-Exceed amount be negotiated. In no case will rates be adjusted more than once per agreement year.

F. Professional Services Authorization and Invoice Summary (Authorization) No. 1 is issued in the amount of **\$100,000.00** to begin the work of this Agreement. The remaining amount will be issued by consecutive Authorizations.

**IN WITNESS WHEREOF**, the Parties hereto have set their hands on the day and year in this Agreement first written above.

**STANLEY CONSULTANTS, INC.**  
Consultant

**CITY OF HAILEY**  
Sponsor

By: Mark I. Freeman

By: \_\_\_\_\_

Title: Mark I. Freeman

Title: \_\_\_\_\_

**IDAHO TRANSPORTATION  
DEPARTMENT**

By: \_\_\_\_\_

Title: \_\_\_\_\_

## ATTACHMENT NO. 1L

### CONSULTANT AGREEMENT SPECIFICATIONS

These specifications supplement Local Professional Services Agreements and shall be attached to said Agreements.

#### A. DEFINITIONS

1. **Administrator:** Person directly responsible for administering the Professional Services Agreement (Agreement) on behalf of the Local Public Agency.
2. **Combined Overhead:** The sum of the payroll additives and general administrative overhead expressed as a percent of the direct labor cost.
3. **Cost:** Cost is the sum of the hourly charge out rate and other direct costs.
4. **Cost Plus Fixed Fee:** Cost Plus Fixed Fee is the sum of the payroll costs, combined overhead, and other direct costs, plus the fixed fee.
5. **CPM:** Critical Path Scheduling. The CPM will list work tasks, their durations, milestones and their dates, and State/Local review periods.
6. **Fixed Fee:** A dollar amount established to cover the Consultant's profit and business expenses not allocable to overhead. The fixed fee is based on a negotiated percent of direct labor cost and combined overhead and shall take into account the size, complexity, duration, and degree of risk involved in the work. The fee is "fixed," i.e. it does not change. If extra work is authorized, an additional fixed fee can be negotiated, if appropriate.
7. **General Administrative Overhead (Indirect Expenses):** The allowable overhead (indirect expenses) expressed as a percent of the direct labor cost.
8. **Hourly Charge Out Rate:** The negotiated hourly rate to be paid to the Consultant which includes all overhead for time worked directly on the project.
9. **Incentive/Disincentive Clause:** Allows for the increase or decrease of total Agreement amount paid based on factors established in the Agreement. Normally, these factors will be completion time and completion under budget.
10. **Lump Sum:** An agreed upon total amount, that will constitute full payment for all work described in the Agreement.
11. **Milestones:** Negotiated portions of projects to be completed within the negotiated time frame. Normally the time frame will be negotiated as a calendar date, but it could also be "working" or "calendar" days. As many milestones as the Consultant and the State/Sponsor believe necessary for the satisfactory completion of the Agreement will be negotiated.
12. **Not-To-Exceed Amount:** The Agreement amount is considered to be a Not-to-Exceed amount, which amount shall be the maximum amount payable and shall not be exceeded unless adjusted by a Supplemental Agreement.
13. **Other Direct Costs:** The out-of-pocket costs and expenses directly related to the project that are not a part of the normal company overhead expense.
14. **Payroll Additives:** All payroll additives allocable to payroll costs such as FICA, State Unemployment Compensation, Federal Unemployment Compensation, Group Insurance, Workmen's Compensation, Holiday, Vacation, and Sick Leave. The payroll additive is expressed as a percent of the direct labor cost.

15. **Payroll Costs (Direct Labor Cost):** The actual salaries paid to personnel for the time worked directly on the project. Payroll costs are referred to as direct labor cost.
16. **Per Diem Rates:** Per Diem will be reimbursed at actual cost. However, reimbursements shall not exceed the current approved rates. The current rates are listed on the following Web site: <http://itd.idaho.gov/business/?target=consultant-agreements> .
17. **Standard of Care:** The level or quality of service ordinarily provided by normally competent practitioners of good standing in that field, contemporaneously providing similar services in the same locality and under the same circumstances.
18. **State:** Normally "State" refers to the Idaho Transportation Department.
19. **Sponsor:** The "Sponsor" refers to the local public agency.
20. **Unit Prices:** The allowable charge out rate for units or items directly related to the project that are not a part of the normal overhead expense.

**NOTE:** All cost accounting procedures, definitions of terms, payroll cost, payroll additives, general administrative overhead, direct cost, and fixed fee shall comply with Federal Acquisition Regulations, 48 CFR, Part 31, and be supported by audit accepted by the State.

B. STANDARDS OF PERFORMANCE

Except as otherwise specifically provided for in the Consultant's Scope of Work, the Consultant agrees that all work performed under the Agreement will be performed in accordance with Idaho Transportation Department Standards and other appropriate standards with generally acceptable standard of care. When the work is of a nature that requires checking, the checking shall be performed by a qualified person other than the one who performed the work.

C. AGREEMENT ADMINISTRATOR

The Agreement Administrator will administer the Agreement for performance and payment, and will decide all questions which may arise as to quality and acceptability of the work, rate of progress, definition of work to be performed, completion of milestones, and acceptable fulfillment of the Agreement. The Consultant shall address all correspondence, make all requests, and deliver all documents to the Administrator. The Administrator shall be responsible for the timely coordination of all reviews performed by the State or their representatives.

D. PERSONNEL

The Consultant shall provide adequate staff of experienced personnel or Subconsultants capable of and devoted to the successful accomplishment of work to be performed under the Agreement. The specific individuals or Subconsultants listed in this Agreement, including Project Manager, shall be subject to approval by the State and shall not be removed or replaced without the prior written approval of ITD. Replacement personnel submitted for approval must have qualifications, experience and expertise at least equal to those listed in the proposal.

E. SUBCONSULTANTS

The Consultant shall have sole responsibility for the management, direction, and control of each Subconsultant and shall be responsible and liable to the Sponsor for the satisfactory performance and quality of work performed by Subconsultants under the terms and conditions of this Agreement. The Consultant shall include all the applicable terms and conditions of this Agreement in each Subconsultant Agreement between the Consultant and Subconsultant, and provide the State with a copy of each Subconsultant Agreement prior to the Subconsultant beginning work. No other Subconsultant shall be used by the Consultant without prior written consent by the State.

F. PROFESSIONAL SERVICES AUTHORIZATION

1. A written PROFESSIONAL SERVICES AUTHORIZATION (PSA) will be issued by the State to authorize the Consultant to proceed with a specific portion of the work under this Agreement. The number of PSAs required to accomplish all the work under this Agreement is one to several. Each PSA will authorize a maximum dollar amount and specify the milestone(s) for which the PSA represents. The Sponsor assumes no obligation of any kind for expenses incurred by the Consultant prior to the issuance of the PSA; for any expenses incurred by the Consultant for services performed outside the work authorized by the PSA; and for any dollar amount greater than authorized by the PSA.
2. The Consultant's work of this Agreement will be divided into milestones, each governed by a separate PSA. It is not necessary for a PSA to be completed prior to the issuance of the next PSA. The Consultant shall not perform work which has not been authorized by a PSA. When the money authorized by a PSA is nearly exhausted, the Consultant shall inform the Administrator and shall identify the need for additional authorization via issuance of the next PSA. The Administrator must concur with the Consultant prior to the issuance of the next PSA.
3. The Agreement is lump sum, unit cost, or cost plus fixed fee amount as indicated in this Agreement and may include an Additional Services amount for possible extra work not contemplated in the original scope of work. For the Consultant to receive payment for any work under the Additional Services Amount of this Agreement, said work must be authorized and performed under a PSA issued by the State specifically for the extra work. Should the Sponsor request that the Consultant perform additional services, the scope of work and method of payment will be negotiated. The basis of payment for additional work will be set up either as a Lump Sum or Cost Plus Fixed Fee.

G. PROJECT SCHEDULING

All negotiated agreements shall be accompanied by a critical path method schedule (CPM Schedule). The CPM Schedule will list the work tasks for the Agreement, their duration, negotiated milestones and their completion dates, including State/Local review periods. The format of this schedule shall be agreed on prior to signing the Agreement.

Along with the monthly progress report, the Consultant shall provide monthly CPM Schedule updates to the Agreement Administrator for approval. The CPM schedule shall show project percent completed on each task.

H. MONTHLY PROGRESS REPORT

The Consultant shall submit to the State a monthly progress report on Form ITD-771, as furnished by the State. When no work will be performed for a period of time, this requirement can be waived by written notice from the Agreement Administrator. However, at such time as work re-commences, the monthly progress reports shall resume.

The Consultant shall provide monthly progress schedule (CPM) updates to the Agreement Administrator.

The monthly progress report and schedule update will be submitted by the tenth of each month following the month being reported or as otherwise agreed to in the approved scope of work.

The Agreement Administrator will review the progress report and submit approved invoices for payment within two weeks of receiving the invoice, the associated monthly report and the schedule update.

Each progress report shall list invoices by PSA number and reference milestones.

I. PROGRESS AND FINAL PAYMENTS

1. Progress payments will be made once a month for services performed which qualify for payment under the terms and conditions of the Agreement. Such payment will be made based on invoices submitted by the Consultant in the format required by the State. The monthly invoice shall be submitted no later than the tenth of each month following the month being invoiced.

Lump Sum

Progress payments will be made based on a percentage of the work or milestones satisfactorily completed.

Cost Plus Fixed Fee

The Consultant shall submit a breakdown of costs by each item of work on the monthly invoice, and shall show the percent complete of each item of work, each milestone and percent complete of the entire Agreement. Progress payments will be made based on the invoice cost less the fixed fee for the work satisfactorily completed for each invoicing period. Said payment shall not exceed the percent complete of the entire Agreement. Upon satisfactory completion of each milestone, full payment for all approved work performed for that milestone will be made, including Fixed Fee.

Cost

The Consultant shall submit a breakdown of costs by each item of work on the monthly invoice, and shall show the percent complete of each item of work and percent complete of the entire Agreement. Progress payments will be made based on the invoiced cost for the work satisfactorily completed for each item of work. Said payment shall not exceed the percent complete of the entire Agreement.

Direct expenses will be reimbursed at actual cost, not to exceed the current approved rates as identified at <http://itd.idaho.gov/business/?target=consultant-agreements>.

For "Cost Plus Fixed Fee" and "Cost" agreements, invoices must include backup documentation to support expenditures as appropriate, and as requested by the Agreement Administrator. Such support may consist of copies of time sheets or cost accounting system print-out of employee time, and receipts for direct expenses.

2. The Sponsor will make full payment for the value of the services performed which qualify for payment. This full payment will apply until 95 percent of the work under each Project Agreement PSA or Supplemental Agreement has been completed. No further progress payments will be made until all work under the Agreement has been satisfactorily accomplished and accepted by the Sponsor. If at any time, the Sponsor determines that the work is not progressing in a satisfactory manner, further payments may be suspended or withheld for sums that are deemed appropriate for unsatisfactory services.
3. Final payment of all amounts retained shall be due 60 days after all work under the Agreement has been completed by the Consultant and accepted by the Sponsor. Such final payment will not be made until satisfactory evidence by affidavit is submitted to the State that all indebtedness incurred by the Consultant on this project has been fully satisfied.
4. Agreements which include an incentive/disincentive clause will normally have the clause applied only to the completion of the BID OPENING milestone. If the project is deemed by the Sponsor to be ready for advertisement, but advertisement is postponed at no fault of the Consultant, any incentive earned will be paid.
5. Payments to Subconsultants

The Consultant shall pay each subconsultant for satisfactory performance of its contract items no later than twenty (20) calendar days from receipt of each payment the Consultant receives from the State under this Agreement, in accordance with 49 CFR, Part 26. The Consultant shall return retainage payments to each subconsultant within twenty (20) calendar days after the subconsultant's work is satisfactorily completed. The Consultant will verify that payment or retainage has been released to the subconsultant or suppliers within the specified time for each partial payment or partial acceptance by the Department through entries in the Department's online diversity tracking system during the corresponding monthly audits.

Prompt payment will be monitored and enforced through the Consultant's reporting of monthly payments to its subconsultants and suppliers in the online diversity tracking system. Subconsultants, including lower tier subconsultants, suppliers, or both, will confirm the timeliness and the payment

amounts received utilizing the online diversity tracking system. Discrepancies will be investigated by the Contract Compliance Officer and the Contract Administrator. Payments to the subconsultants, including lower tier subconsultants, and including retainage release after the subconsultant or lower tier subconsultant's work has been accepted, will be reported monthly by the Consultant or the subconsultant.

The Consultant will ensure its subconsultants, including lower tier subconsultants, and suppliers meet these requirements.

J. MISCELLANEOUS PROVISIONS

1. COVENANT AGAINST CONTINGENT FEES

a. The Consultant warrants that they have not:

Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person to solicit or secure this Agreement, other than a bona fide employee of the firm;

agreed, as an expressed or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out this Agreement, or;

paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee of the firm) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the Agreement.

b. The Sponsor warrants that the above Consultant or its representative has not been required, directly or indirectly as an expressed or implied condition in connection with obtaining or carrying out this Agreement.

Employ or retain, or agree to employ or retain, any firm or person, or; pay, or agree to pay to any firm, person or organization, any fee, contribution, donation or consideration of any kind.

2. PROHIBITION AGAINST HIRING PERSONNEL AND WORKING FOR CONTRACTOR

In compliance with the Code of Federal Regulations, (23 CFR, Section 1.33, Conflict of Interest), the Consultant agrees that no one in their employ will work on a part time basis under this Agreement while also in the full-time employ of any Federal Agency, the State, or the Sponsor, without the written consent of the public employer of such person. The Consultant agrees that no one in their employ under any circumstances shall perform any services for the contractor on the construction of this project.

3. CHANGES IN WORK

All changes in work shall conform to one or more of the following conditions and in no instance shall such change in work be undertaken without written order or written approval of the Sponsor.

- a. Increase in the work required by the Sponsor due to unforeseen circumstances.
- b. Revision in the work required by the Sponsor subsequent to acceptance of such work at the appropriate conference or after revision of such work as outlined at said conference.
- c. Items of work which are beyond the scope of intent of this Agreement and pre-approved by the Sponsor.
- d. Reduction in the work required by the Sponsor due to unforeseen circumstances.

An increase in compensation will be considered when Department Design Standards or expectations have changed from the time of negotiation.

Adjustment in compensation for either an increase or reduction in work shall be on a negotiated basis arrived at by mutual agreement between the Sponsor and the Consultant. During such

negotiations the Sponsor may examine the documented payrolls, transportation and subsistence costs paid employees actively engaged in the performance of a similar item or items of work on the project, and by estimated overhead and profit from such similar items or items of work.

Said mutual agreement for a negotiated increase or reduction in compensation shall be determined prior to commencement of operations for an increase in a specific item or items of work. In the case of Sponsor order for nonperformance, a reduction in the specific item or items of work will be made as soon as circumstances permit. In the event that a mutual agreement is not reached in negotiations for an increase in work, the Sponsor will use other methods to perform such item or items of work.

The mutually agreed amount shall be covered by a Supplemental Agreement and shall be added to or subtracted from the total amount of the original Agreement.

Adjustment of time to complete the work as may pertain to an increase or a reduction in the work shall be arrived at by mutual agreement of the Sponsor and the Consultant after study of the change in scope of the work.

#### 4. DELAYS AND EXTENSIONS

Time adjustment may occur when the negotiated scope of work is increased or reduced through mutual agreement of the State and the Consultant.

Extensions of time may be granted for the following reasons:

- a) Delays in major portions of the work caused by excessive time used in processing of submittals, delays caused by the State, or other similar items which are beyond the control of the Consultant.
- b) Additional work ordered in writing by the Sponsor.
- c) Department Design Standards have changed or expectations have changed from the time of negotiation.

#### 5. TERMINATION

The Sponsor may terminate or abandon this Agreement at any time, without further obligation, upon giving notice of termination as hereinafter provided, for any of the following reasons:

- a. Evidence that progress is being delayed consistently below the progress required in the current approved CPM Schedule.
- b. Continued submission of sub-standard work.
- c. Violation of any of the terms or conditions set forth in the Agreement, other than for the reasons set forth in a. and b. above.
- d. At the convenience of the Sponsor.

Prior to giving notice of termination for the reasons set forth in a through c above, the Sponsor shall notify the Consultant in writing of any deficiencies or default in performance of the terms of this Agreement, and Consultant shall have ten (10) days thereafter in which to correct or remedy such default or deficiency. Upon their failure to do so within said ten (10) days, or for the reasons set forth in c above, such notice of termination in writing shall be given by the Sponsor. Upon receipt of said notice the Consultant shall immediately discontinue all work and service unless directed otherwise, and shall transfer all documents pertaining to the work and services covered under this Agreement, to the Sponsor. Upon receipt by the Sponsor of said documents, payment shall be made to Consultant as provided herein for all acceptable work and services.

#### 6. DISPUTES

Should any dispute arise as to performance or abnormal conditions affecting the work, such dispute shall be referred to the Sponsor and the Director of the Idaho Transportation Department or his duly authorized representative(s) for determination.

Such determination shall be final and conclusive unless, within thirty (30) days of receipt of the decision Consultant files for mediation or arbitration. Consultant agrees that any mediation or arbitration hearing shall be conducted in Boise, Idaho. Consultant and Sponsor agree to be bound by the mediation agreement or the decision of the arbitration. Expenses incurred due to the mediation or arbitration will be shared equally by the Consultant and the Sponsor.

## 7. ACCEPTANCE OF WORK

- a. The Consultant represents that all work submitted shall be in accordance with generally accepted professional practices and shall meet tolerances of accuracy required by State practices and procedures.
- b. Acceptance of work will occur at phases appropriate to the terms of the Agreement and level of detail required by the State in its project development procedures.
- c. It is understood by the Consultant that the Sponsor is relying upon the professional expertise and ability of the Consultant in performance of the Agreement. Any examination of the Consultant's work product by the State/Sponsor will not be considered acceptance or approval of the work product which would relieve the Consultant for any liability or expense. Consultant is solely responsible for the propriety and integrity of its work product.

Acceptance or approval of any portion of Consultant's work product by the Sponsor for payment, partial or final, shall not constitute a waiver of any rights the Sponsor may have against the Consultant. If due to errors, omissions and negligent acts by the Consultant, or its Subconsultants, agents or employees, in its work product, the Consultant shall make corrections to its work product at no expense to the Sponsor. The Consultant shall respond to the Sponsor's notice of any error or omission within twenty-four hours of receipt, and give immediate attention to any corrections to minimize any delay to the construction contract. This may include, if directed by the Sponsor, visits to the site of the work.

If the Consultant discovers errors or omissions in its work product, it shall notify the State within seven days of discovery. Failure of the Consultant to notify the State shall be grounds for termination of the Agreement.

The Consultant's liability for damages incurred by the Sponsor due to negligent acts, errors or omissions by the Consultant in its work product shall be borne by the Consultant. Increased construction costs resulting from errors, omissions or negligence in Consultant's work product shall not be the Consultant's responsibility unless the additional construction costs were the result of gross negligence of the Consultant.

## 8. OWNERSHIP OF DOCUMENTS

All material acquired or produced by the Consultant in conjunction with the preparation of the plans, study, or report, shall become the property of, and be delivered to, the Sponsor without restrictions or limitations of their further use. Any use of these materials by the Sponsor for purposes other than intended under this agreement shall be at the risk of the Sponsor. The Consultant has the right to make and retain copies of all data and documents for project files. Documents provided to the State may be public records under the Public Records Act §§ 74-101 through 74-126 and Idaho Code §§ 9-338 *et seq*, and thus subject to public disclosure unless excepted by the laws of the state of Idaho, otherwise ordered by the courts of the state of Idaho, and/or otherwise protected by relevant state and/or federal law.

## 9. AERIAL PHOTOGRAPHY

After aerial photography has been flown, processed and checked for coverage, the negatives shall be sent to the State at the address indicated on the Agreement for evaluation, labeling, and prints or diapositives as needed by the District and the Consultant. The negatives shall become the property of the State. Along with the negatives, the Consultant shall also deliver the Report of Calibration for the aerial camera used for the aerial photography, the flight maps, and the flight log. Once complete, a copy of the mapping shall be placed on a CD-ROM and sent to the address specified in the Agreement.

10. CADD SPECIFICATIONS

Two copies of all drawings shall be furnished to the Department upon completion of the contract. One copy shall be a durable reproducible of the drawing stamped and signed by the Engineer. An electronic stamp is acceptable, provided it is registered and approved with the Board of Professional Engineers and Land Surveyors. Roadway plans shall be furnished on 11" x 17" sheets. Structures plans shall be furnished on 22" x 34" sheets. The other copy shall be an electronic drawing file in a MicroStation .DGN file format. Electronic files shall be delivered on one of the following:

- a. Standard CD-ROM format;
- b. Standard DVD-ROM Format

Files shall be developed with MicroStation software, XM Version 8.09.X or higher; or converted to the MicroStation .DGN file format with all conversion errors corrected prior to delivery. If the consultant elects to convert files from other CADD software to the .DGN format, the consultant may be required at various times during the contract period to provide proof that all conversion errors can be corrected.

Refer to the CADD Manual for a complete set of CADD Standards. The manual is available at the following website: <http://apps.itd.idaho.gov/apps/manuals/manualsonline.html> .

11. GEOTECHNICAL AND MATERIALS WORK

If geotechnical and materials work is required under this Agreement, the Consultant must ensure that any Subconsultant performing geotechnical and materials work be involved in the final design review. This does not mean that the geotechnical and materials Subconsultant must attend the actual final design review meeting, but does mean that the Subconsultant, will at a minimum, participate in the final design plans and proposal review to assure that all geotechnical and materials recommendations/issues it raised concerning the project have been addressed, or notify the Consultant of any outstanding issues.

12. HIGHWAY CONSTRUCTION ESTIMATING PROGRAM

The Idaho Transportation Department has adopted the Trns.Port Estimator™ Highway Construction Cost Estimation software package as the standard for developing all highway construction cost estimates. Consultants who prepare PS&E (Plans, Specifications and Estimate) packages for submittal to ITD are required to use Estimator. Further information is available at the following Web Site: <http://itd.idaho.gov/business/?target=consultant-agreements> .

13. INDEMNITY

- a. Concerning claims of third parties, the Consultant shall indemnify, and hold harmless and defend the Sponsor from any and all damages of and against any and all suits, actions, claims or losses of every kind, nature and description, including costs, expenses and reasonable attorney fees that may be incurred by reason of any negligent act, error or omission of the Consultant in the prosecution of the work which is the subject of this Agreement.
- b. Concerning claims of the Sponsor, the Consultant shall assume the liability and responsibility for negligent acts, errors or omissions caused by the Consultant or a Subconsultant or their agents or employees to the design, preparation of plans and/or specifications, or other assignments completed under this Agreement, to the standards accepted at the time of the Final Design Review, other established review periods.
- c. Notwithstanding any other provision of this Agreement, the Consultant shall not be responsible for claims arising from the willful misconduct or negligent acts, errors, or omissions of the Sponsor for contamination of the project site which pre-exist the date of this Agreement or subsequent Task Authorizations. Pre-existing contamination shall include but not be limited to any contamination or the potential for contamination, or any risk to impairment of health related to the presence of hazardous materials or substances.

14. INSURANCE

The Consultant, certifying it is an independent contractor licensed in the State of Idaho, shall acquire and maintain commercial general liability insurance in the amount of \$1,000,000.00 per occurrence, professional liability insurance in the amount of \$1,000,000.00, and worker compensation insurance in accordance with Idaho Law.

The professional liability insurance coverage shall remain in force and effect for a minimum of one (1) year after acceptance of the construction project by the State (if applicable), otherwise for one (1) year after acceptance of the work by the State.

Regarding workers' compensation insurance, the Consultant must provide either a certificate of workers' compensation insurance issued by an insurance company licensed to write workers' compensation insurance in the State of Idaho as evidence that the Consultant has a current Idaho workers' compensation insurance policy in effect, or an extraterritorial certificate approved by the Idaho Industrial Commission from a state that has a current reciprocity agreement with the Idaho Industrial Commission.

The Consultant shall provide the State with certificates of insurance within ten (10) days of the Notice to Proceed.

15. ENDORSEMENT BY ENGINEER, ARCHITECT, LAND SURVEYOR, AND GEOLOGIST

Where applicable, the Professional Engineer, Architect, Land Surveyor, or Geologist in direct charge of the work or portion of work shall endorse the same. All plans, specifications, cost summaries, and reports shall be endorsed with the registration seal, signature, and date of the Idaho professional in direct charge of the work. In addition, the firm's legal name and address shall be clearly stamped or lettered on the tracing of each sheet of the plans. This endorsement certifies design responsibility in conformance with Idaho Code, ITD's Design Manual, and acceptance of responsibility for all necessary revisions and correction of any errors or omissions in the project plans, specifications and reports relative to the project at no additional cost to the State based on a reasonable understanding of the project at the time of negotiation.

16. LEGAL COMPLIANCE

The Consultant at all times shall, as a professional, observe and comply with all Federal, State and local laws, by-laws, safety laws, and any and all codes, ordinances and regulations affecting the work in any manner and in accordance with the general standard of care. The Consultant agrees that any recourse to legal action pursuant to this agreement shall be brought in the District Court of the State of Idaho, situated in Ada County, Idaho.

17. SUBLETTING

The services to be performed under this Agreement shall not be assigned, sublet, or transferred except by written consent of the Sponsor. Written consent to sublet, transfer or assign any portions of the work shall not be construed to relieve the Consultant of any responsibility for the fulfillment of this Agreement or any portion thereof.

18. PERMITS AND LICENSES

The Consultant shall procure all permits and licenses, pay all charges, fees, and taxes and give all notices necessary and incidental to the due and lawful prosecution of the work.

19. PATENTS AND COPYRIGHTS

The Consultant shall hold and save the Sponsor and its agents harmless from any and all claims for infringement by reason of the use of any patented design, device, material process, trademark, and copyright.

20. NONDISCRIMINATION ASSURANCES

**1050.20 Appendix A:**

During the performance of work covered by this Agreement, the Consultant for themselves, their assignees and successors in interest agree as follows:

1. **Compliance With Regulations.** The Consultant shall comply with all regulations of the United States Department of Transportation relative to Civil Rights, with specific reference to Title 49 CFR Part 21, Title VI of the Civil Rights Act of 1964 as amended, and Title 23 CFR Part 230 as stated in the ITD EEO Special Provisions and Title 49 CFR Part 26 as stated in the appropriate ITD DBE Special Provisions. <http://apps.itd.idaho.gov/apps/ocr/index.aspx>
2. **Nondiscrimination.** The Consultant, with regard to the work performed by them during the term of this Agreement, shall not in any way discriminate against any employee or applicant for employment; subcontractor or solicitations for subcontract including procurement of materials and equipment; or any other individual or firm providing or proposing services based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.
3. **Solicitations for Subcontracts, Including Procurement of Materials and Equipment.** In all solicitations, either by bidding or negotiation, made by the Consultant for work or services performed under subcontract, including procurement of materials and equipment, each potential subcontractor or supplier shall be made aware by the Consultant of the obligations of this Agreement and to the Civil Rights requirements based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.
4. **Information and Reports.** The Consultant shall provide all information and reports required by regulations and/or directives and sources of information, and their facilities as may be determined by the State or the appropriate Federal Agency. The Consultant will be required to retain all records for a period of three (3) years after the final payment is made under the Agreement.
5. **Sanctions for Noncompliance.** In the event the Consultant or a Subconsultant is in noncompliance with the EEO Special Provisions, the State shall impose such sanctions as it or the appropriate Federal Agency may determine to be appropriate, including, but not limited to:
  - Withholding of payments to the Consultant until they have achieved compliance;
  - Suspension of the agreement, in whole or in part, until the Consultant or Subconsultant is found to be in compliance, with no progress payment being made during this time and no time extension made;
  - Cancellation, termination or suspension of the Agreement, in whole or in part;
  - Assess against the Consultant's final payment on this Agreement or any progress payments on current or future Idaho Federal-aid Projects an administrative remedy by reducing the final payment or future progress payments in an amount equal to 10% of this agreement or \$7,700, whichever is less.
6. **Incorporation of Provisions.** The Consultant will include the provisions of paragraphs 1 through 5 above in every subcontract of \$10,000 or more, to include procurement of materials and leases of equipment unless exempt by the Acts, the Regulations, and directives pursuant thereto. The Consultant will take such action with respect to any subcontract or procurement as the State or the appropriate Federal Agency may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, that if the Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the State to enter into any litigation to protect the interest of the State. In addition, the Consultant may request the United States to enter into the litigation to protect the interests of the United States.

## 1050.20 Appendix E

During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with all non-discrimination statutes and authorities; including but not limited to:

### **Pertinent Non-Discrimination Authorities:**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, ( 49 USC § 4 71, Section 4 7123 ), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U .S.C. 1681 et seq).

## 21. INSPECTION OF COST RECORDS

The Consultant shall maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred on the project. They shall make such data available for inspection, and audit, by duly authorized personnel, at reasonable times during the life of this Agreement, and for a period of three (3) years subsequent to date of final payment under this Agreement, unless an audit has been announced or is underway; in that instance, records must be maintained until the audit is completed and any findings have been resolved. Failure to provide access to records may affect payment and may constitute a breach of contract.

## 22. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

By signing this document the Consultant certifies to the best of his knowledge and belief that except as noted on an attached Exception, the company or its subcontractors, material suppliers, vendors or other lower tier participants on this project:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
- b. have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records making false statements, or receiving stolen property;
- c. are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- d. have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**NOTE:** Exceptions will not necessarily result in denial of award, but will be considered in determining Consultant responsibility. For any exception noted, indicate to whom it applies, initiating agency and dates of action. Providing false information may result in criminal prosecution or administrative sanctions.

### 23. CERTIFICATION CONCERNING LOBBYING ACTIVITIES

By signing this document, the Consultant certifies to the best of their knowledge and belief that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

The Consultant also agrees that he or she shall require that the language of this certification shall be included in all lower tier subcontracts, which exceed \$100,000, and that all such sub-recipients shall certify and disclose accordingly.

### 24. EMPLOYEE ELIGIBILITY

The Consultant warrants and takes the steps to verify that it does not knowingly hire or engage persons not authorized to work in the United States; and that any misrepresentation in this regard or any employment of person not authorized to work in the United States constitutes a material breach and shall be cause for the imposition of monetary penalties up to five percent (5%) of the contract price, per violation, and/or termination of its contract.

**SCOPE OF WORK**

River St; Walnut St to Galena St  
Key No. 18807  
City of Hailey

**DESCRIPTION:**

This project intends to improve approximately 0.3 miles of River Street, which is a two-lane asphalt street section, to an urbanized two-lane section with curb, gutter, bike lanes, ADA-compliant sidewalk, and landscaping from Walnut Street to Galena Street. The project will reconstruct the existing pavement structure while adding width for parking and bike lanes. The project will include storm drainage and illumination. The project also includes connecting River Street to Main Street along the side streets as well as pedestrian access to Hop Porter Park on Bullion Street. Additional right-of-way is assumed to be not necessary. Landscaping within the public right of way may be based on the City of Hailey's River Street Concept Plan.

**PROPOSED WORK SCOPE**

This scope of work will include Roadway Design, Project Administration, Concept Development, and Public Involvement. It will also include environmental documentation for the cultural resources and the required Materials reports.

**PROJECT SCHEDULE**

Concept Charter Approval August 01, 2019

**SCOPING APPROACH:**

Stanley will work with LHTAC and the City of Hailey to develop the proposed project in a phased approach. Phase 1 will be to initiate the project and develop the concept evaluation. This effort will include collecting environmental information to document the cultural resources, traffic information for pavement design (assumed to be provided by LHTAC or the City of Hailey), geotechnical data, and survey data to be used to develop concept alternatives to meet the purpose and need of the project. Furthermore, each alternative will be measured on how well each meets the strategic objectives of the project. This information will be used to develop and complete a concept charter for the project. The public involvement plan will be developed and coordination activities will be started.

Phase 2 services will be scoped, negotiated, and contracted to complete the environmental documentation (assumed to be a Categorical Exclusion) and permitting, conduct public involvement activities (coordination and public meetings including the public hearing), and complete preliminary and final design activities for the selected concept layout. Both Phase 1 and Phase 2 services were awarded through the Request for Information process.

The Stanley team includes the following:

Project Management and Roadway Design: Stanley Consultants, Inc.  
Geotechnical Engineering: American Geotechnics (AmGeo)  
Environmental Documentation: Bionomics, Inc.  
Public Involvement: RBCI  
Surveying: Garcia Land Surveying, LLC

## SCOPE OF WORK

### PHASE 1 – CONCEPT

#### 1.0 Project Administration

- 1.1. Project Initiation- set up files, accounting, subconsultant agreements, and Project execution plan.
- 1.2. Project Administration- Manage all subconsultants, provide staff scheduling, Earned Value reports, project progress reports.
- 1.3. Coordinate kickoff meeting, public meetings and stakeholder contacts.
- 1.4. Coordinate periodic conference calls and team meetings (Progress meetings with LHTAC and the City of Hailey will be bi-weekly).
- 1.5. Budget and Schedule updates (monthly).
- 1.6. Administer LHTAC invoicing (monthly).

*Assumption: Progress meetings will be via on-line web meeting.*

#### 2.0 Public Involvement

Stanley Consultants will oversee, manage, and actively participate in the public involvement effort for the project. RBCI will perform the day-to-day functions of the public involvement tasks. All public involvement efforts will be coordinated with the City of Hailey. RBCI will develop the deliverables with oversight and input from Stanley Consultants. The deliverables will be submitted to both LHTAC and the City of Hailey for review and approval prior to the Stanley team making contact with the public.

##### 2.1. Public Information/Involvement Plan

Stanley and RBCI will draft a public information and public involvement plan to guide communications and outreach during the River Street; Walnut to Galena project. The plan will outline the outreach tools, methods and materials that will be used to keep stakeholders informed during project design. Key stakeholder groups and any key messages about the project will be included. The plan will be submitted for review and approval by LHTAC and the City of Hailey.

*Deliverables: Public information/involvement plan*

##### 2.2. Property Owner Interviews and Coordination

Stanley and RBCI will work with the project team and the City of Hailey to conduct one-on-one interviews with 8-10 property owners to explain the project and ask for input about design features or other issues/concerns that should be addressed. These meetings will be scheduled the day of the first public meeting.

*Deliverables:*

- *Property owner calls and coordination*
- *Attend meetings*
- *Develop a summary of input*

##### 2.3. Local Government and Organization Coordination

Stanley and RBCI will work with the project team to meet with 4-5 local jurisdictions and organizations to ask for specific input about issues and concerns that should be addressed with the design. Participants could include the City of Hailey leadership, Blaine County School District, emergency responders, Mountain Rides, Hailey Chamber of Commerce, Blaine County Recreation District, and the Hailey Urban Renewal Agency.

***Deliverables:***

- *Set up and attend meeting (4-5)*
- *Meeting summaries*

**2.4. Public Open House**

Stanley and RBCI will arrange, attend and provide materials for one open house about the River Street, Walnut to Galena project. The open house will give the community an opportunity to comment on the range of potential alternatives. RBCI will prepare a postcard invitation, newspaper display ad and coordinate with local groups to notify the community of the open house. RBCI will work with Stanley to develop display boards for the open house. RBCI will prepare a summary after each open house.

***Deliverables:***

- *Planning meetings (1)*
- *Postcards (1)*
- *Display ads (1 ads, 1 paper)*
- *Display boards (8-10)*
- *Coordination with local businesses (sending PDFs to post, door-to-door visits, etc.)*
- *Attend open house*
- *Summary of open house*

**2.5. Public Hearing/Open House (THIS TASK NOT INLCUDED IN PHASE I)**

**2.6. Public Involvement Support Tools**

**2.6.1. Media and Social Media Coordination**

Stanley and RBCI will prepare two media releases and support City of Hailey social media activities for this project. RBCI will assist the City of Hailey with media and public inquiries if needed.

***Deliverables:***

- *Media releases (2)*
- *Social media support*
- *Responses to media and public inquiries (8-10)*

**2.6.2. Project Web and Surveys**

Stanley and RBCI will provide web text and one update for the City of Hailey website. RBCI will develop two internet based surveys that will correspond with the project milestones.

***Deliverables:***

- *Initial website text and one update*
- *Surveys (2)*

**2.6.3. Database**

Stanley and RBCI will develop a comprehensive database of businesses, organizations, property owners and other stakeholders who should be notified of this project and the opportunities to provide input. The database will be updated once before the second open house and once after the second open house.

***Deliverables:***

- *Develop initial database and two updates*

**2.7. Administration**

RBCI will attend meetings and coordinate with project team. RBCI will submit status reports and invoices.

***Deliverables:***

- *Coordinate and attend meetings*
- *Progress reports and invoices*

### **3.0 Survey**

Survey efforts will include collecting topographic data on approximately 0.3 miles of River Street (Right of Way to Right of Way) and the project also includes collecting topographic data along the side streets Croy Street, Bullion Street, Carbonate Street and Galena Street.

The project will be in compliance with State of Idaho Statute Highway and Bridges Title 40 Chapter 2 Section 40-209 and State of Idaho Statute Property in General Title 55 Chapter 16 Section 1613, Survey/Location of Highway Projects and State of Idaho Code Title 55, Chapter 16, Section 1613. It will also be in full compliance with the ITD department memorandum dated April 18th, 2011 from the ITD State Construction Engineer.

#### **3.1. Survey Control**

The survey will use the existing Blaine County GIS coordinate system. Any and all coordinate points pertaining to the project will be provided by the City of Hailey and/or LHTAC to Garcia Land Surveying, LLC for their use.

Project assumptions:

- All Project Control and Existing Right of Way is existing and established per existing roadway centerline intersection monumentation.
- Setting NEW roadway centerline intersection and Right of Way monumentation is not included in this scope.

#### **3.2. Field Survey**

The survey will include the location of any existing monuments within the project right of way corridor. A reasonable alignment will be established for the project, based on existing land title documentation and existing highway plans.

Garcia Land Surveying will perform the following tasks:

- Collect locations of existing features
- Access Permission
- Utilities (Digline and/or City of Hailey Engineering)
- Locate existing monuments
- Project report on control points used
- All field notes and documentation of the GPS field survey.
- All survey.DGN files will have the ITD title block sheet "border" and stamped by PLS

#### **3.3. Mapping**

- Develop Topographical Mapping Elements (Base Map)
- Digital Terrain Model & related cogo buffer

### **4.0 Geotechnical**

#### **4.1. Advance Preparations and Reconnaissance**

- Acquire/review historical roadway documents and other relevant project documentation.
- Initial site visit with invitation to Stanley, LHTAC and City of Hailey; Review site access and site safety; Note general conditions for field investigation planning; Photograph and document general site conditions;

Paint/stake boring locations; Perform a pavement condition survey.

- Prepare project-specific field investigation instructions for AGEO field personnel that addresses safety and emergency information, field coordination, schedule of field activities, required observations, logging instructions, testing locations and test intervals, test procedures and testing details, subcontractor contact information, and utilities clearances matters. Review the plan with AGEO field staff. Provide a courtesy copy of the plan to the project team.
- Prepare 511 notifications (est. 2 ea.).
- 
- Prepare an application and coordinate environmental clearance for exploration activities.
- Prepare traffic plans and coordinate agency approval (est. 2 ea.).
- Prepare scopes of service for subcontractors; Request quotations; Prepare sub-agreements; Collect insurance certificates; Coordinate contractor schedule of activities (1 ea. contractors).
- Solicit traffic data (assume traffic information to be provided by LHTAC or City for pavement design).
- Coordinate with DIGLINE and LHTAC to clear excavation locations.
- Prepare to mobilize to the field (e.g. schedule equipment, perform calibrations, acquire supplies, etc.)

#### 4.2. Subsurface Explorations

- Collect ground imaging data via ground penetrating radar along the NB travel lane – GPR (ASTM D4748), incl. travel.
- Perform pavement structure deflection measurements via falling weight deflectometer at 200-foot o.c. in the NB travel lane – FWD (ASTM D4794), incl. travel.
- Mobilize drill rig, sample and log/sample 4 each 6-foot deep borings in the NB travel lane, incl. travel.

#### 4.3. Laboratory Testing

- Sample unloading, custody log-in, and storage.
- Review samples and prepare/coordinate testing instructions.
- Review test reports.
- At project closure, dispose of samples at Hidden Hollow Landfill.

#### 4.4. Analyses

- Develop design traffic loading - ESALs.
- Prepare roadway report-ready logs via GiNT using drilling and lab data.
- Ground truth imaging data with dill hole logs and process GPR field imaging and develop ballast layer statistics.
- Process FWD field test data to establish ballast layer moduli.
- Perform a remaining service life (RSL) analysis on each of the ballast layers. Plot the RSL and identify the critical layer(s).
- Develop (2 ea.) strategy alternatives for each of the roadway segments.
- Prepare a pavement structure analysis for each of the proposed strategies for each roadway segment.
- Define areas requiring special repairs.
- Evaluate reuse of existing materials.

#### 4.5. Reporting

##### ***Roadway Materials Report (Combined Phase I(R)-II-III):***

- Prepare appendices.
- Phase I(R)-II-III combined report write-up.
- AGEO internal review; Address comments.

- Issue for Stanley review; Address comments.
- Issue for LHTAC and City of Hailey review; Prepare comment resolution form; Modify the report; Submit one sealed report.

## 5.0 Environmental

The project will be divided into two phases with the cultural resources being completed as part of Phase I and the remaining evaluation being completed under Phase II. The following outlines the scope of work for Phase I. A subsequent scope of work for all remaining tasks will be completed for Phase 2.

### PHASE I

#### 5.1. Cultural Resources.

- 5.1.1. This work will be conducted by Jillian Martin, Principal Investigator, with assistance from Niki Nickoloff, Archaeologist, and will be in accordance with Section 106 of the National Historic Preservation Act (NHPA), NEPA, and other pertinent regulations.

The Archaeological and Historic Survey Report (AHSR) will follow Idaho SHPO standards and format, and shall include background research, field survey, and preparation of the report. The survey report shall include discussions of field methods, survey results, maps showing areas surveyed, inventory forms, and preliminary recommendations of National Register eligibility. The survey will be intensive. The survey and report will provide sufficient information to prepare Determinations of Significance and Effect (ITD 1502) by ITD's Highway Archaeologist for submittal to the State Historic Preservation Officer (SHPO).

- A. Project Coordination.** Bionomics staff, at times, may need to coordinate with the Idaho Transportation Department (ITD) and various other interested parties. Once the project is under contract, Bionomics will coordinate with Stanley on all ITD and agency communication, including contacting ITD Cultural Resources Staff to discuss the applicable field techniques with the Highway Archaeologist and/or Architectural Historian to determine the appropriate methodology. All communications involving ITD Cultural Resources Staff will be conducted through Stanley and the LHTAC Project Manager. All submittals will be reviewed and submitted by Stanley.
- B. Research.** Database checks at the Idaho SHPO are required for previous survey and known sites within one-half mile of the linear project area. Newly recorded sites may require additional research to provide context. Research may be conducted at the SHPO, Idaho Historical Library, National Register, county historical society, and the Blaine County assessor.
- C. Fieldwork.** Applicable field investigation technique shall be discussed with the Stanley, LHTAC and ITD Highway Archaeologist/Architectural Historian to determine the appropriate methodology. Project leaders will provide a full project description including measurements and figures that show all proposed areas of ground disturbing activities. This will include all proposed excavation and any other area that has potential for ground disturbance. An APE will be intensively surveyed using pedestrian transects spaced no more than 30 meters apart, but may be spaced closer depending on the environmental conditions. The field survey will follow Idaho SHPO, and Archaeological Survey of Idaho guidelines. Private property owner information will be provided by Stanley to Bionomics.
- D. Site Forms.** Given the known historic development of this project area, up to four historic cultural resources will be formally recorded under this scope of work. These sites will be fully documented to provide data on location, dimensions, content age, context and integrity for an assessment of

National Register eligibility. The sites will be recorded on the Idaho Historical Sites Inventory (IHSI) form. Cultural staff from Bionomics will consult with Stanley, LHTAC, HQ Cultural, and SHPO to review site eligibility and potential project effect prior to the submittal of the cultural report.

- E. Cultural Resource Survey Report.** The AHSR will follow Idaho SHPO, and Archaeological Survey of Idaho guidelines. The report will follow Idaho SHPO standards and format. The report will include research, field survey methods, survey results, findings (including site condition and eligibility), potential project effects, recommendations, maps, photos, and the appropriate site forms. Resources, which are noted, but not considered sites will be discussed on the AHSR rather than recorded on separate site forms. All Noted but Not Recorded (NBNR) resources will be photographed, plotted on a map, and listed in a table within the report. Bionomics will address all comments, if any, received from Stanley, LHTAC, ITD, and SHPO and revise and resubmit as needed.
- F. Technical Review QA/QC.** Prior to submitting any cultural resource documents, internal Quality Assurance and Quality Control shall be completed by Bionomics cultural resource staff.
- G. Comment Response.** The draft report will be submitted to LHTAC and the City of Hailey for review and comment. LHTAC will submit to ITD Headquarters for review and comment. Comments will be addressed and the revised report will be resubmitted to SHPO for review and concurrence. Following LHTAC's review of the cultural resource report, ITD cultural resource staff and Idaho SHPO are each allowed 30-day reviews. Should either agency staff require report edits or revisions of the project area, the review cycle for each is renewed at the time of the submitted report changes.

#### **DELIVERABLES:**

- Draft Cultural Resources Survey Reports for Stanley review (one electronic copy)
- Draft Cultural Resources Survey Report for LHTAC review (one electronic copy)
- Draft Cultural Resources Survey Report for ITD HQ review (one electronic and one color hard copy)
- Final Cultural Resources Survey Report for SHPO review (one electronic and two color hard copies)
- CD containing the IHSI databases, electronic documents, project photographs and GIS shapefiles (for SHPO).
- A summary of comments and responses are required for each review.

#### **ASSUMPTIONS:**

- It is assumed the project is located on private and/or state or possibly county land. If federal land is located in or adjacent to the project area, further negotiations will be needed.
- Up to four sites are anticipated to be recorded by Bionomics under this scope of work. If additional sites are identified, these will be recorded and evaluated under an additional services agreement.
- A total of 20 NBNR sites will be recorded under this scope. If additional NBNR sites are identified, these will be recorded under an additional services agreement.
- If National Register-eligible sites are identified that would be adversely affected, a Determination of Adverse Effect (DoAE), Section 4(f) Evaluation, Memorandum of Agreement (MOA) will be necessary to complete Section 106 compliance. If either of these documents are needed, they will be completed under an additional services agreement.

## 6.0 PROJECT CHARTER (CONCEPT)

### 6.1. Traffic Data & Safety Evaluation.

- 6.1.1. **Data Collection** – (assume traffic information (both tube counts and turning movements) to be provided by the City of Hailey for pavement design).
- 6.1.2. **Safety Evaluation** – Evaluate parking configurations and pedestrian & bike movements. The findings and recommendations will be summarized in a technical memo.

### 6.2. Develop Concept Layouts

This task assumes three Concept layouts and the no-build. Concept layouts will include:

- Typical section layout (3 total typical sections)
- Plan view layout (3 total plan view layouts) which will include
  - a. Stormwater facility layout (1 concept will be used for all 3 layouts)
  - b. Parking/Pedestrian/Bike lane configuration
  - c. Basic landscape and irrigation system layout
  - d. Street lighting concepts
  - e. Operations and maintenance costs will be considered in the development of concept layouts. Ongoing maintenance costs to be considered include:
    - Landscaping maintenance
    - Pavement maintenance, chip seal
    - Storm water facility maintenance
    - Snow removal
    - O&M information and costs will be based on City of Hailey furnished data.

#### **Assumptions:**

- Landscaping concepts will be based on the City of Hailey River Street Concept Plan, consisting of identifying locations for trees and shrubs. The City of Hailey will provide plant/tree species, and spacing of plantings to be incorporated into the concept plan.
- The City of Hailey will provide list of approved irrigation system components (valves, sprinkler heads, timers, etc.). The irrigation system is assumed to consist of basic bubbler heads for trees and shrubs.
- Operations and Maintenance costs (labor and equipment cost, and frequency of maintenance activities) will be provided by the City of Hailey.
- Pavement maintenance costs will be based on a twenty year design life with a mill and inlay performed at year 10.

### 6.3. Concept Charter

#### 6.3.1. Alternate Solutions & Costs

##### 6.3.1.1. Alternate Solutions Cost Estimate

- Stanley will review existing and/or develop the concept level costs for the three concept alternates

##### 6.3.1.2. Alternate R/W Evaluation

- Assume no new right of way is required.

#### 6.3.2. Roadway Inventory

##### 6.3.2.1. Roadway Inventory

- Stanley will complete the Roadway Inventory to itemize the existing conditions for incorporation into the project charter.

### **6.3.3. Development Charter**

#### **6.3.3.1. Draft Charter**

- Stanley will prepare a Draft Charter and present the Preferred Alternate Selection and submit for review. The report will include the following topics.
  - A. Vicinity Map
  - B. General Location Map
  - C. Typical Sections
  - D. Concept Narrative
  - E. Design Standards
  - F. Design Exceptions
  - G. Traffic information for pavement design (assume traffic to be provided by LHTAC or City)
  - H. Preferred Alternative Solution and Costs

Assumption: Two iterations of the draft Charter Update

#### **6.3.3.2. LHTAC & City of Hailey Charter Review Meeting**

- Stanley will document LHTAC & City of Hailey draft comments on the review forms including responses to comments.

#### **6.3.3.3. Charter Revisions**

- Stanley will prepare Final Charter Update and present the Preferred Alternate Selection per the LHTAC and City of Hailey review and submit for approval.

Assumption: One review iteration of the Final Charter Update.

## **PHASE 2 – Preliminary and Final Design (Scope to be defined at completion of Phase 1)**

STANLEY CONSULTANTS, INC  
 Project name: RIVER ST; WALNUT TO GALENA  
 Project No.:  
 Key No: 18807

**A. SUMMARY ESTIMATED MAN-DAY COSTS**

		Man-Days	=	Man-Hours		Hrly Rate	=	Raw Labor Cost
1	PROJECT MANAGER	14.6	=	117	@	\$60.96	=	\$ 7,132.32
2	SR. ENGINEER	4.9	=	39	@	\$69.28	=	\$ 2,701.87
3	ENGINEER	2.0	=	16	@	\$53.77	=	\$ 860.35
4	EIT/ DRAFTSMAN	22.0	=	176	@	\$29.69	=	\$ 5,225.29
5	SR DESIGNER	8.5	=	68	@	\$52.16	=	\$ 3,547.06
8	SR. QUALITY CONTROL	0.5	=	4	@	\$75.96	=	\$ 303.84
<b>TOTAL RAW LABOR COST</b>								<b>= \$ 19,770.73</b>

**B. PAYROLL, FRINGE BENEFIT COSTS & OVERHEAD**

Total Raw Labor Cost		Approved Overhead Rate	
\$19,770.73	X	158.47%	= \$31,330.68

**C. NET FEE**

Total Raw Labor & Overhead		NET FEE***	
\$51,101.41	X	12.5%	= \$6,387.68

**D. FCCM**

Total Raw Labor Cost		Approved FCCM Rate	
\$19,770.73	X	0.12%	\$23.72

**TOTAL LABOR \$57,512.81**

**E. OUT-OF-POCKET EXPENSE SUMMARY**

		Estimated Amount		Unit Cost	=	Estimated Expense
1	* MILEAGE (miles)	930	@	\$ 0.54	=	\$ 502.20
2	4WD MILEAGE (miles)	0	@	\$ 0.80	=	\$ -
3	AIR TRAVEL	0	@	\$ 500.00	=	\$ -
4	* LODGING (Days)	0	@	\$ 95.00	=	\$ -
5	* MEALS (Days)	0	@	\$ 51.00	=	\$ -
<b>TOTAL ESTIMATED EXPENSE</b>						<b>= \$ 502.20</b>

**F. SUBCONSULTANTS**

1	American Geotechnics	**	=	\$ 58,902.18
2	Bionomics	**	=	\$ 11,682.08
3	Garcia Land Surveying	**	=	\$ 16,126.62
4	RBCI	**	=	\$ 39,192.12
5		**	=	

**TOTAL = \$183,918.01**

\* As per the "FEDERAL PER DIEM RATES FOR IDAHO"

\*\* See attached Subconsultant's Summary

\*\*\* Negotiated % Fee

STANLEY CONSULTANTS, INC  
 Project name: RIVER ST; WALNUT TO GALENA  
 Project No.:  
 Key No: 18807

Task #	Activity	PROJECT MANAGER	SR. ENGINEER	ENGINEER	EIT/ DRAFTSMAN	SR DESIGNER	SR. QUALITY CONTROL	Total Hours
1.0	<b>Project Administration</b>							
1.1	Project Initiation	4						4
1.2	Project Administration	12						12
1.3	Coordinate Kickoff Meeting	8						8
1.4	Coordinate conference calls and team meetings	16						16
1.5	Budget and Schedule updates	8						8
1.6	Invoicing	8						8
	<b>Task 1 Subtotal</b>	<b>56</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>56</b>
2.0	<b>Public Involvement</b>							
2.1	Public Information/Involvement Plan	2						2
2.2	Property Owner Interview and Coordination	8						8
2.3	Local Government and Organization Coordination	8						8
2.4	Public Open House	8						8
2.5	<b>Public Involvement Support Tools</b>							
	2.5.1 Media & Social Media Coordination							
	2.5.2 Project Web & Surveys							
	2.5.3 Database							
	<b>Task 2 Subtotal</b>	<b>26</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>26</b>
3.0	<b>Survey</b>							
3.1	Survey Control							
3.2	Field survey							
3.3	Mapping							
	<b>Task 3 Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4.0	<b>Geotechnical</b>							
4.1	Advance Preparations & Reconnaissance							
4.2	Subsurface Explorations							
4.3	Laboratory Testing							
4.4	Analysis							
4.5	Reporting							
	<b>Task 4 Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5.0	<b>Environmental Evaluation</b>							
5.1	ITD-0654							
5.2	<b>Technical Studies &amp; Reports</b>							
	5.2.1 Cultural Resources							
	5.2.2 Section 4f Evaluation							
	5.2.3 Wetlands							
	5.2.4 Threatened, Endangered, & Sensitive Species							
	5.2.5 Noise							
	5.2.6 Air Quality							
	5.2.7 Visual Resources							
	5.2.8 Hazardous Materials							
	5.2.9 Hydrology							
	5.2.10 Socioeconomics							
	5.2.11 Geology & Soils							
	5.2.12 LWCF Recreation Areas/6(f) Lands							
	<b>Task 5.2 Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5.3	<b>Environmental Evaluation</b>							
	<b>Task 5.0 (5.1-5.3) Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6.0	<b>Project Charter</b>							
6.1	<b>Traffic Data &amp; Safety Evaluation</b>							
	6.1.1. Data Collection	1	1					2
	6.1.2. Safety Evaluation	2	2		32			36
6.2	Develop Concept Layouts	6	8		40	48		102
6.3	<b>Concept Charter</b>							
	6.3.1. Alternate Solutions & Costs							
	6.3.1.1. Alternate Solutions Cost Estimate	8	8	16	40	20		92
	6.3.1.2. Alternate R/W Evaluation							0
	6.3.2. Roadway Inventory							
	6.3.2.1. Roadway Inventory				4			4
	6.3.3. Development Charter							
	6.3.3.1. Draft Charter	2	16		40		2	60
	6.3.3.2. LHTAC & City of Hailey Charter Review Meeting	8						8
	6.3.3.3. Charter Revisions	8	4		20		2	34
	<b>Task 6 Subtotal</b>	<b>35</b>	<b>39</b>	<b>16</b>	<b>176</b>	<b>68</b>	<b>4</b>	<b>338</b>
	<b>Total Hours</b>	<b>117</b>	<b>39</b>	<b>16</b>	<b>176</b>	<b>68</b>	<b>4</b>	<b>420</b>

**STANLEY CONSULTANTS, INC**

**Project name: RIVER ST; WALNUT TO GALENA**

**Project No.:**

**Key No: 18807**

**1 MILEAGE (miles) = 930**

2 Public Open Houses (155 miles each way) 620  
Attend City Council Meeting (155 miles ea way) 310

**2 4WD MILEAGE (miles) = 0**

**3 AIR TRAVEL (Trips) = 0**  
Staff Trips  
0

**4 LODGING (Days) = 0**  
Staff Days Total

**5 MEALS (Days) = 0**  
Staff Days

# River St, Walnut to Galena



## Cost Summary

File No. 03067

July 2, 1900

Transmittal 2

### A. DIRECT LABOR (day time)

	Hours	@	Rate	=	Labor Cost
1 Principal	0	@	\$57.50	=	\$0.00
2 Project Manager	72	@	\$57.50	=	\$4,140.00
3 Prof. Engineer	123	@	\$46.25	=	\$5,688.75
4 Prof. Geologist	0	@	\$0.00	=	\$0.00
5 Staff Engineer	0	@	\$26.00	=	\$0.00
6 Staff Geologist	0	@	\$0.00	=	\$0.00
7 CADD	8	@	\$30.50	=	\$244.00
8 Tech	56	@	\$30.50	=	\$1,708.00
9 Admin	8	@	\$35.16	=	\$281.28
	<u>267</u>				
<b>SUBTOTAL DIRECT LABOR</b>					<b>= \$12,062.03</b>

### B. DIRECT LABOR (night time with 10% surcharge)

	Hours	@	Rate	=	Labor Cost
1 Principal	0	@	N.A.	=	\$0.00
2 Project Manager	0	@	N.A.	=	\$0.00
3 Prof. Engineer	0	@	N.A.	=	\$0.00
4 Prof. Geologist	0	@	N.A.	=	\$0.00
5 Staff Engineer	0	@	N.A.	=	\$0.00
6 Staff Geologist	0	@	N.A.	=	\$0.00
7 CADD	0	@	N.A.	=	\$0.00
8 Tech	0	@	N.A.	=	\$0.00
9 Admin	0	@	N.A.	=	\$0.00
	<u>0</u>				
<b>SUBTOTAL DIRECT LABOR</b>					<b>= \$0.00</b>

### B. OVERHEAD COST

Total Direct Labor Cost		Overhead Multiple		=	
\$12,062.03	X	156.76%		=	\$18,908.44

### C. NET FEE

Total Raw Labor & Overhead		Net Fee		=	
\$30,970.47	X	12.5%		=	\$3,871.31

### D. DIRECT EXPENSE SUMMARY

#### Escalation:

Anticipated Agreement date: August 1, 2018  
 Contract Duration: 6.0 (months)  
 Escalation Period: 4.5 (months after Sep 15)

Total Labor & Overhead		Period (years)		Annual Escalation		=	
\$30,970.47	X	0.75	X	3.0%		=	\$696.84

Facilities Capital Cost of Money (FCCM):	0.99%	X	\$12,062.03	=	\$119.41
Field Directs:				=	\$20,893.15
Lab Directs:				=	\$2,351.00

**NOT-TO-EXCEED AMOUNT = \$58,902.18**

American Geotechnics

River St, Walnut to Galena



Work Break-Down and Day Labor Hours

File No. 03067 July 2, 1900

Transmittal 2

Deliverable/Activity	Principa l	Project Manager	Prof. Engine r	Prof. Geologis t	Staff Engine er	Staff Geologis t	CADD	Tech	Admin	Total
<b>1.0 ADMINISTRATION</b> 5 month level of effort										
Prepare agreements, project start-up, invoicing, and close-		10							8	18.0
General project management.		10								10.0
AGEO will remain available to the Department to answer		6								6.0
Subtotal	0.0	26.0	0.0	0.0	0.0	0.0	0.0	0.0	8.0	34.0
<b>2.0 GEOTECHNICAL STUDY</b>										
<b>2.1 Reconnaissance and Advance Preparations</b>										
Acquire/review historical roadway documents and other		1								1.0
Initial site visit with invitation to Stanley and ITD; Review site		12						12		24.0
Prepare project-specific field investigation instructions for		4								4.0
Prepare 511 notifications (est. 2 ea.)		2								2.0
Prepare encroachment permit application (1 ea.) and coordinate approval; Coordinate with City of Hailey.		3								3.0
clearance for exploration activities.		6						2		8.0
Prepare traffic plans and coordinate agency approval (est. 2		3								3.0
Prepare scopes of service for subcontractors; Request quotations; Prepare sub-agreements; Collect insurance certificates; Coordinate contractor schedule of activities (1 ea. contractors).		2								2.0
Solicit traffic data for pavement design.		1								1.0
Coordinate with DIGLINE and ITD to clear excavation locations.								4		4.0
Prepare to mobilize to the field (e.g. schedule equipment, perform calibrations, acquire supplies, etc.)		2						4		6.0
Subtotal	0.0	36.0	0.0	0.0	0.0	0.0	0.0	22.0	0.0	58.0
<b>2.2 Subsurface Investigation</b>										
Collect ground imaging data via ground penetrating radar along the NB travel lane – GPR (ASTM D4748), incl. travel.			8					8		16.0
Perform pavement structure deflection measurements via falling weight deflectometer at 200-feet o.c. in the NB travel lane – FWD (ASTM D4794), incl. travel.			8					8		16.0
Mobilize drill rig, sample and log/sample 4 each 6-foot deep borings in the NB travel lane, incl. travel.			8					8		16.0

American Geotechnics

River St, Walnut to Galena



Work Break-Down and Day Labor Hours

File No. 03067 July 2, 1900 Transmittal 2

Deliverable/Activity	Principa l	Project Manager	Prof. Enginee	Prof. Geologis	Stan Enginee	Stan Geologis	CADD	Tech	Admin	Total
Subtotal	0.0	0.0	24.0	0.0	0.0	0.0	0.0	24.0	0.0	48.0
<b>2.3 Laboratory Testing</b>										
Sample unloading, custody log-in, and storage.			2							2.0
Review samples and prepare/coordinate testing instructions.			2							2.0
Review test reports.			2							2.0
At project closure, dispose of samples at Hidden Hollow Landfill.							4			4.0
Subtotal	0.0	0.0	6.0	0.0	0.0	0.0	4.0	0.0		10.0
<b>2.4 Data Development and Analyses</b>										
Develop design traffic loading - ESALs.			4							4.0
Prepare roadway report-ready logs via GINT using drilling and lab data.			4							4.0
GPR field imaging and develop ballast layer statistics.							6			6.0
Process FWD field test data to establish ballast layer moduli.			3							3.0
Perform a remaining service life (RSL) analysis on each of the ballast layers. Plot the RSL and identify the critical layer(s).			2							2.0
Develop (2 ea.) strategy alternatives for each of the roadway segments.			2							2.0
Prepare a pavement structure analysis for each of the proposed strategies for each roadway segment.			16							16.0
Define areas requiring special repairs.			2							2.0
Evaluate reuse of existing materials.			2							2.0
Subtotal	0.0	0.0	35.0	0.0	0.0	0.0	0.0	6.0	0.0	41.0
<b>2.5 Reporting</b>										
<b>Roadway Materials Report (Combined Phase I(R)-II-III Materials Reports)</b>										
Prepare appendices.			12				8			20.0
Phase I(R)-II-III write-up.			34							34.0
AGEO internal review; Address comments.		4	2							6.0
Issue for Stanley review; Address comments.		2	2							4.0

American Geotechnics

River St, Walnut to Galena



Work Break-Down and Day Labor Hours

File No. 03067

July 2, 1900

Transmittal 2

Deliverable/Activity	Principa l	Project Manager	Prof. Engine er	Prof. Geologis t	Staff Engine er	Staff Geologis t	CADD	Tech	Admin	Total
Issue for owner/agency review; Prepare comment resolution form; Modify the report; Submit one sealed report.		4	8							12.0
<b>Phase V - Special Provisions</b>										
Phase V write up										
AGEO internal review; Address comments.										
Issue for Stanley review; Address comments.										
Issue for owner/agency review; Prepare comment resolution form; Modify the report; Submit one sealed report.										
<b>Final Design Review Letter</b>										
Review Final Design Documents to confirm the intent of the Materials Reports have been incorporated.										
Provide support/Answer questions after final design.										
Subtotal	0.0	10.0	58.0	0.0	0.0	0.0	8.0	0.0	0.0	76.0
<b>TOTAL</b>	<b>0.0</b>	<b>72.0</b>	<b>123.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>8.0</b>	<b>56.0</b>	<b>8.0</b>	<b>267.0</b>

cross check for column totals 267.0

cross check for rows totals 267.0

administrative total hours 34.0

administration as a % of total labor 12.7%

American Geotechnics





River St, Walnut to Galena



Work Break-Down and Day Labor Hours

File No. 03067

July 2, 1900

Transmittal 2

Deliverable/Activity	Principa l	Project Manager	Prof. Engine r	Prof. Geologis t	Staff Engine er	Staff Geologis t	CADD	Tech	Admin	Total
<b>Phase V Special Provisions</b>										
Phase V write-up.										
AGEO internal review; Address comments.										
Issue for FA review; Address comments.										
Issue for owner/agency review; Prepare comment resolution form; Prepare responses to comments on .pdf file; Modify the report; Submit one sealed report.										
<b>Final Design Review/Letter</b>										
Review Final Design Documents to confirm the intent of the Materials Reports have been incorporated.										
Provide support/Answer questions after final design.										
Subtotal	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>TOTAL</b>	<b>0.0</b>	<b>2.0</b>	<b>3.0</b>	<b>0.0</b>	<b>0.0</b>	<b>#VALUE!</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>272.0</b>

American Geotechnics



Quotations  
for  
River St, Walnut to Galena

River St, Walnut to Galena



2018 Testing Schedule

File No. 03067

July 2, 1900

Transmittal 2

Billing Code	Method	Item	Quantity	Unit	Cost	Extended Cost
<b>SOIL CLASSIFICATION AND INDEX TESTS</b>						
<i>Laboratory Classification</i>						
L90	ASTM D2488	Baggie - ASTM Visual-Manual Classification		EA		
L91	ASTM D2488	Tube - ASTM Visual-Manual Classification		EA		
L93	ASTM D2488	50# sack - ASTM Visual-Manual Classification		EA		
L100	ASTM D2216	Water Content	2	EA	18.00	36.00
L105	ASTM D2937	Water Content/Dry Unit Weight of ring sample	2	EA	65.00	130.00
L106	ASTM D2937	Water Content/Dry Unit Weight of shelby tube sample (incl. tube cutting)		EA		
L110	ASTM D2974	Organic Content		EA		
<i>Atterberg Limits/Plasticity</i>						
L120	ASTM D4318	3 pt LL, 1 pt PL (Atterberg Limits)	4	EA	110.00	440.00
L125	ASTM D4318	Non-Plastic Classification		EA		
L130	ASTM D4943	Shrinkage Limits (includes Atterberg)		EA		
L135	ASTM D854	Specific Gravity of Soil	1	EA	155.00	155.00
<i>Particle-Size Analysis</i>						
L140	ASTM D1140	No. 200 Wash		EA		
L145	ASTM C136	Full Gradation with Wash (large sample, minus #4 split)	7	EA	115.00	805.00
L150	ASTM C136	Full Gradation with Wash (small sample)		EA		
L155	ASTM D422	Hydrometer to 0.002 mm (includes gradation)		EA		
L156	ASTM D422	Hydrometer to 0.02 mm (7 minute)	1	EA	80.00	80.00
L160	ASTM D2419	Sand Equivalent	1	EA	50.00	50.00
L165	ASTM D 4647	Pinhole Dispersion for dispersive soils		EA		
<b>MOISTURE-DENSITY RELATIONS</b>						
L280	ASTM D698	Standard Proctor Curve		EA		
L285	ASTM D1557	Modified Proctor Curve	1	EA	175.00	175.00
L287	COE EM, App XII	Relative Density - Max & Min (0.5 cf mold)		EA		
L288	N.A.	Harvard Miniature Compaction		EA		
<b>SOIL STRENGTH AND DEFORMATION</b>						
<i>Vane Shear</i>						
L170	ASTM D 4648	Laboratory Vane Shear		EA		
L175	N.A.	Torvane		EA		
L176	N.A.	Pocket Penetrometer		EA		
L180	N.A.	REMAC - Unconfined Compression of Soil (Undisturbed)		EA		
L181	ASTM D 2166, D2938	Unconfined Compression of Soil (undisturbed)		EA		
L182	ASTM D 2166, D2938	Unconfined Compression of Soil (remolded)		EA		
<i>Direct Shear</i>						
L183	ASTM D3080, AASHTO T236	Consolidated-Drained (Remolded) (per point)		EA		
L184	ASTM D3080, AASHTO T236	Consolidated-Drained (Undisturbed) (per point)		EA		
L185	ASTM D3080, AASHTO T236	Consolidated-Drained (Undisturbed) (3-points)		EA		

River St, Walnut to Galena



2018 Testing Schedule

File No. 03067

July 2, 1900

Transmittal 2

Billing Code	Method	Item	Quantity	Unit	Cost	Extended Cost
L186	ASTM D3080, AASHTO T236	Consolidated-Drained (Remolded) (3-points)		EA		
L187	ASTM D3080, AASHTO T236	Residual Strength Determination - ADD		EA		
		<i>Triaxial Compression</i>				
L195	ASTM D 2850	Unconsolidated Undrained (1 point single specimen)		EA		
L196	ASTM D 2850	Unconsolidated Undrained (3-point envelope using 3 soil specimens)		EA		
L197	ASTM D 2850 (guide)	Unconsolidated Undrained (3-point envelope using multi-stage techniques)		EA		
L200	ASTM D 4767	Consolidated Undrained (1 point single specimen)		EA		
L201	ASTM D 4767	Consolidated Undrained (3-point envelope using 3 soil specimens)		EA		
L202	ASTM D 4767	Consolidated Undrained (3-point envelope using multi-stage techniques)		EA		
L210	ASTM D 4767	Consolidated Drained (1 point single specimen)		EA		
L211	ASTM D 4767	Consolidated Drained (3-point envelope using 3 soil specimens)		EA		
L215	ASTM D 4768	Consolidated Drained (3-point envelope using multi-stage techniques)		EA		
L218	COE EM App XA	Cyclic (1 specimen)		EA		
		<i>Bearing Ratio (CBR)</i>				
L220	ASTM D 1883, AASHTO T193	Undisturbed (Per point)		EA		
L225	ASTM D 1883, AASHTO T193	Remolded (per point)		EA		
L226	ASTM D 1883, AASHTO T193	Remolded, per point/ Including Proctor		EA		
L227	ASTM D 1883, AASHTO T193	Remolded (3 point envelope)		EA		
L230	ASTM D2844, Idaho T-8	R-Value	0	EA	475.00	0.00
L235	Idaho T-74	Spring Loaded Compactor Method		EA		
		<b>VOLUME CHANGE</b>				
L240	ASTM D2345	1-D consolidation without time rates (load and unload)		EA		
L241	ASTM D2435	1-D Consolidation with time rates; up to 10 load and 4 unload increments		EA		
L245	ASTM D2435	Supplemental Unload-Reload Cycles		EA		
L255	ASTM D4546	1-D Swell or Settlement Potential of Cohesive Soils		EA		
L260		Constant Strain (measuring swell pressure)		EA		
L265	ASTM D5333	Collapse Potential		EA		
		<b>HYDRAULIC CONDUCTIVITY / PERMEABILITY</b>				
L270	ASTM D 5084	Flexwall Permeability, Undisturbed		EA		
L275	ASTM D 5084	Flexwall Permeability, Remolded		EA		
L271	ASTM D 5084	Flexwall Permeability, Additional Saturation Time (up to 1 week)		EA		
L277	ASTM D 2434	Permeability of granular soils using 4" Constant Head Permeameter		EA		
L278	ASTM D 2434	Permeability of granular soils using 10" Constant Head Permeameter		EA		
		<b>CORROSION</b>				
L290	ASTM D6439	Resistivity	1	EA	70.00	70.00
L295	EPA 300.0	Chlorides (soil elutriate)	1	EA	50.00	50.00
L300	EPA 300.0	Sulfates (soil elutriate)		EA		
L301	ASTM D4972	pH	1	EA	40.00	40.00
L302	EPA 209-B	Total Dissolved Solids		EA		
L303		Thermal Resistivity		EA		

River St, Walnut to Galena



2018 Testing Schedule

File No. 03067

July 2, 1900

Transmittal 2

Billing Code	Method	Item	Quantity	Unit	Cost	Extended Cost
L304	EPA 6010B	Total Metals in Soil (Pb, As, Cd, Zn)		EA		
<b>ASPHALT CONCRETE TESTS</b>						
L306	AASHTO T-166	Unit Weight of Core	1	EA	60.00	60.00
L308		Asphalt Content and Aggregate Gradation - NCAT		EA		
L310		Compressive Strength of Concrete (2" diameter x 4" Height molds)		EA		
<b>AGGREGATE TESTING</b>						
L311	WAQTC TM-1	Fracture Face		EA		
L312		McLeod Mix Design		EA		
L314	TM-225	Wood Particles		EA		
L315	ASTM C40	Injurious Organic Matter		EA		
L320	ASTM C127	Absorption and Specific Gravity, Gravel		EA		
L325	ASTM C128	Absorption and Specific Gravity, Sand		EA		
L330	ASTM C29	Unit Weight		EA		
L335	ASTM C131	LA Rattler (500 Rev)		EA		
L340	ASTM C535	LA Rattler (1000 Rev)		EA		
L345	ASTM C88	Sodium Sulfate Soundness		EA		
L350	Idaho T-13	Mortar Making Properties of Sand		EA		
L355	ITD T-72	Cleanliness Value		EA		
L360	CE-119, CE-120	Flat and Elongated Particles		EA		
L365	ASTM C142	Clay Lumps and Friable Particles		EA		
L370	ASTM C123	Lightweight Pieces in Aggregate		EA		
L380	ITD T-15	Idaho Degradation		EA		
L381	ITD T116	Disintegration of Quarry Aggregates		EA		
L382	AASHTO T-182	Coating and Stripping Evaluation		EA		
L383	AASHTO T-303	Alkali - Silica Reaction		EA		
L384	AASHTO T-210	Durability Index of Coarse Aggregates		EA		
L385	ITD T-60	Mix Design of Cover Coat Material		EA		
L392	AASHTO T-303	Alkali - Silica Reaction Additional Bar Set		EA		
<b>ROCK TESTING</b>						
L600	ASTM D7012 Method C	Compression Strength of Intact Core Specimens (including core cutting and polishing)		EA		
L610		Cutting core		EA		
		<u>Petrography</u>				
L695		Full		EA		
L696		Brief		EA		on request
<b>GEOSYNTHETIC TESTS</b>						
L700	ASTM D638	Shear and Peel HDPE liner (set of 3+3)		EA		
<b>OTHER TESTS</b>						
L305	ASTM D1633	Soil Cement Study		EA		
<b>OTHER SERVICES</b>						
L391		Special Handling		EA		
L386		Trimming		EA		
L387		Remolding		EA		
L388		Tube Cutting		EA		
L389		Core Photo	4	EA	30.00	120.00
L390		Sample Management	1	EA	80.00	80.00
L398		Lab Crushing		EA		
L900		Soil Sample Storage (per 5 gal. bucket or Bulk Sample		EA		

River St, Walnut to Galena



2018 Testing Schedule

File No. 03067

July 2, 1900

Transmittal 2

Billing Code	Method	Item	Quantity	Unit	Cost	Extended Cost
L901		Soil sample Login/Handling (per sample entering lab)		EA		
L902		Sample Disposal in Hidden Hollow Landfill	1	EA	60.00	60.00

**TOTAL Laboratory (FY18) Tests \$2,351.00**

**Pricing Updates:** Laboratory pricing is updated annually, as appropriately determined by American Geotechnics. Laboratory tests will be billed at current standard rates, which may be different than the unit prices listed herein. Expedited fees may apply.

**Delivery:** Pricing assumes delivery by client, unless other arrangements are made.

**Sample Storage Policy:** Samples will be stored for 60 days after testing and then disposed of by American Geotechnics, unless other arrangements are made.

# River St, Walnut to Galena

File No. 03067



## 2018 Field Directs

July 2, 1900

Transmittal 2

Description	Quantity	Unit	Unit Cost (FY 2017)	Extended Cost
<b>Project Coordination and Administration</b>				
Lodging (FY18 per diem + estimated 15% taxes and fees)		Nights		
M&IE		Days		
Rental Car (Including insur & taxes)		Days		
Gasoline for Rental Car		Days		
Company Mileage	50	Miles	0.545	\$27.25
Airfare		EA		
Airport Parking		Days		
			<b>Subtotal</b>	<b>\$27.25</b>
<b>Site Reconnaissance</b>				
Lodging (FY18 per diem + estimated 15% taxes and fees)		Nights		
M&IE	2	Days	51.00	\$102.00
Rental Car (Including insur & taxes)		Days		
Gasoline for Rental Car		Days		
Company Mileage	300	Miles	0.545	\$163.50
Airfare		EA		
Airport Parking		Days		
			<b>Subtotal</b>	<b>\$265.50</b>
<b>Subsurface Explorations</b>				
Lodging (FY17 per diem + estimated 15% taxes and fees)	2	Nights	106.95	\$213.90
M&IE	4	Days	51.00	\$204.00
Rental Car (Including insur & taxes)		Days		
Gasoline for Rental Car		Days		
Company Mileage	600	Miles	0.545	\$327.00
Airfare		Days		
Airport Parking		EA		
			<b>Subtotal</b>	<b>\$12,015.50</b>
<b>Drilling &amp; Field Testing by American Geotechnics (See estimate)</b>	<b>1</b>	<b>LS</b>	<b>12,015.50</b>	<b>\$12,015.50</b>
			<b>Subtotal</b>	<b>\$12,760.40</b>
<b>Subcontractor Services</b>				
Drilling		LS		
Excavation		LS		
Traffic Control	1	LS	7,840.00	\$7,840.00
Geophysics		LS		
Concrete Cutting		LS		
Snow/Debris Removal		LS		
			<b>Subtotal</b>	<b>\$7,840.00</b>
<b>Project Related Fees</b>				
UPRR Application Fee		LS	545.00	
UPRR Rush Fee		LS	3,055.00	
UPRR License Agreement Fee		LS	2,500.00	
Railroad Protective Liability Insurance for AGEO		LS	2,000.00	
Railroad Protective Liability Insurance for HazTech		LS	2,000.00	
UPRR Environmental Permitting Fee		LS	0.00	
UPRR Insurance		LS	0.00	
UPRR Safety Training vi WEB (Course Fee)		EA	125.00	



# River St, Walnut to Galena



## 2018 American Geotechnics - Drilling & Field Testing Estimate

File No. 03067

July 2, 1900

Transmittal 2

Billing Code	Description	Quantity	Unit	Unit Cost (FY 2018)	Extended Cost
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### Support Vehicle

F100	Company Vehicle - Gov't (miles)	300	Miles	0.545	\$163.50
F101	Company Vehicle - Commercial (miles)		Miles		
F102	Stationary Vehicle Use (Generator)		Hour		
F110	Support Vehicle with Amber Lights		Day		
<b>Subtotal</b>					<b>\$163.50</b>

### Field Testing

F201	Laser Level, Tripod & Measurement Rod		Day		
F202	One-Man Zip Level		Day		
F204	Field Sample Table		EA/Day		
F220	Dynamic Cone Penetrometer (DCP)-COE		Test		
F221	Dynamic Cone Penetrometer (DCP)-Triggs		Test		
F222	Triggs DCP Stork Lifter w/motor		Day		
F224	Static Cone Penetrometer (SCP)		Day		
F229	Boutwell w/supplies		Test		
F230	Guelph Permeameter		Test		
F231	3-inch Drive Sampler including Shelby Tube/Rings		EA		
F232	Shelby Tube Transportation Crate		EA/Week		
F233	Shelby Tube Wax Seal Kit		Week		
F234	Water Level Meter		Day		
F236	Ring Sample Transportation Crate		Week		
F240	Field Vane Shear Kit		Day		
F250	Nilsson Soil Resistivity Meter w/cables		Day		
F254	Hand Auger (day)		Day		
F260	Digital Camera		Day		
F270	Soil Nail Pullout Testing Equipment		Day		
F280	USBR 7300-89 Field Permeability Testing Equipment		EA/Day		
<b>Subtotal</b>					<b>\$0.00</b>

### Non-Destructive Testing

F300	GPR Mobilization Lump Sum Fee	1	LS	300.00	\$300.00
F302	GPR Mobilization (Per Mile)		Mile		
F304	GPR Mobilization (Per Mile w/ Labor)(Urban)		Mile		
F305	GPR Mobilization (Per Mile w/ Labor)(Rural)		Mile		
F310	GPR Testing - Roadway Data Collection	0.3	Lane Mile	560.00	\$168.00
F311	GPR Testing - Roadway Data Processing	0.3	Lane Mile	1,160.00	\$348.00
F320	GPR Testing - Buried Utilities / Tanks - Data Collection and Location Marking (w/GPR Equipment)		Hour		
F323	GPR Testing- Buried Utilities/Tanks - Equipment Rental		Day		
F330	GPR Testing - Bridge Deck Data Collection		SF		
F332	GPR Testing - Bridge Deck Data Processing		SF		
F350	Vibration Monitoring Equipment Fee		EA/Week		
F351	Vibration Monitoring Equipment Setup Fee		LS/EA		
F352	Vibration Monitoring Equipment Maintenance		HR		
F354	Vibration Monitoring Web Page Setup		LS		
F356	Vibration Monitoring Website/Modem Fee/Insurance		EA/Month		
F360	COCLA Geological Stratum Compass		Day		
F370	Truepulse 360R (Range finder, Inclinator & Compass)		Day		
F380	Inclinometer - Durham Slope Indicator w/ Cable & Reel		Day		
F382	Inclinometer - Data Recorder (Toughpad)		Day		
F383	Inclinometer - Cable Clamp w/ Casing Extension		Day		
F384	Inclinometer - 5' Slope Indicator Inclinometer Casing (Snap Joint)		EA		
F385	Inclinometer - Well Head Setup		EA		
F390	VW Borehole Piezometer, 100 PSI, 100 ft, Thermistor		EA		



2018 American Geotechnics - Drilling & Field Testing Estimate

File No. 03067

July 2, 1900

Transmittal 2

Billing Code	Description	Quantity	Unit	Unit Cost (FY 2018)	Extended Cost
F391	VW Peizometer Mini Logger w/Temperature		Month		
F392	VW Peizometer - Data Recorder (Tablet) w/USB cable		Day		
F400	FWD Mobilization	1	LS	350.00	\$350.00
F402	FWD Mobilization (Per Mile)		Mile		
F404	FWD Mobilization (Per Mile w/ Labor)		Mile		
F408	Dynatest 8002 FWD (9 Sensors) - Project Reference Calibration	1	LS	890.00	\$890.00
F410	Dynatest 8002 FWD (9 Sensors) - Collection (Day)	1	Day	3,060.00	\$3,060.00
F411	Dynatest 8002 FWD (9 Sensors) - Collection (Mile)		Lane Mile		
F420	TimeMark Traffic Counter w/Set Up & Supplies	1	EA/Week	1,482.50	\$1,482.50
F421	Traffic Counter Processing (Per Set Up)	1	LS	519.00	\$519.00
				<b>Subtotal</b>	<b>\$7,117.50</b>

**Drilling and Sampling**

F500	Drill Rig Mobilization (Lump Sum)	1	LS	420.00	\$420.00
F502	Drill Rig Mobilization (Per Mile)		Mile		
F503	Nighttime Mobilization Fee (Lump Sum)		LS		
F505	Holiday Duty Surcharge (Lump Sum)		LS		
F507	Hazardous Duty project surcharge (Lump Sum)		LS		
F510	Stand-by		HR		
F539	Auger Drilling and Sampling (hourly)		HR		
F540	Auger Drilling and Sampling (footage)	24	FT	25.00	\$600.00
F541	Difficult Drilling Surcharge		FT (CA)		
F550	Replacement Auger Cutter Head		EA		
F551	Replacement Carbide Teeth		EA		
F552	Replacement Center Carbide Bit		EA		
F553	4' AWJ Rod		EA		
F555	2" x 24" Lynac Heavy Duty Split Tube		EA		
F556	2" Sampler Shoe		EA		
F560	Concrete Coring (4-inch Dia)		Inch		
F562	Concrete Coring (10-inch Dia)		Inch		
F564	Asphalt Coring (4-inch Dia)	20	Inch	16.00	\$320.00
F570	Rock Sounding (ft)		FT		
				<b>Subtotal</b>	<b>\$1,340.00</b>

**Drilling Supplies**

F514	Plastic buckets with lids	1	EA	11.50	\$11.50
F545	Shelby Tubes w/caps		EA		
F546	Shelby Tube Disposable O-Ring Packer Seal		EA		
F547	Ring Tubes w/caps		EA		
F557	1.5" OD x 24" Split Tube Plastic Liner		EA		
F558	HDPE Quart sample Jar w/lid		EA		
F566	10" Steel Bridge Deck Coring Plug		EA		
F580	Bentonite Chips		EA		
F581	60 lb Sand/Gravel Fill		EA		
F582	60 lb No. 20 Silica Sand		EA		
F583	60 lb 1/2" Minus Gravel		EA		
F584	Asphalt Patch	2	EA	35.50	\$71.00
F585	Ready Mix Concrete		EA		
F586	Rapid Set Concrete Patch		EA		
F588	Epoxy Concrete		EA		
F591	2" Monitor Well Threaded Pipe and Screen (to 20' BGS)		EA		
F594	2" Locking Cap		EA		
F595	Flush Mount Vault - Plastic		EA		
F596	Flush Mount Vaults - Steel		EA		
F599	55-Gallon Steel Drum		EA		
				<b>Subtotal</b>	<b>\$82.50</b>



2018 American Geotechnics - Drilling & Field Testing Estimate

File No. 03067

July 2, 1900

Transmittal 2

Billing Code	Description	Quantity	Unit	Unit Cost (FY 2018)	Extended Cost
<b>Equipment Rental</b>					
F511	Dump Trailer		Day		
F512	Utility Trailer		Day		
F513	Erosion & Sediment Control BMPs - 50 lb Bag Grass Seed		EA		
F610	Traffic Control - RWA Signs		Day		
F612	Traffic Control - Delineator		EA/Day		
F614	Traffic Control - LED Flashers w/Battery		Day		
F620	Traffic Control - Truck-Mounted Arrow Board		Day		
F624	Traffic Control - Crash Attenuator	2	Day	1,557.00	\$3,114.00
F800	Heavy Duty 1/2" Drill		Day		
F801	3/8" Drill		Day		
F802	1/2" Hammer Drill		Day		
F803	Heavy Duty Rotary Hammer Drill		Day		
F804	Sawzall		Day		
F805	Concrete Nailer w/Supplies		Day		
F806	Portable Cement Mixer		Day		
F807	Stihl Chainsaw w/Supplies		Day		
F808	Propane Weed Burner w/ Propane		Day		
F809	25 Gallon Air Compressor		Day		
F812	8450 Watt Generator		Day		
F813	3000 Watt Generator		Day		
F814	Lincoln Mig Welder		Day		
F815	50 Gallon Water Tank		Day		
F816	Flood Lights		Day		
F817	Propane Heater w/Propane		Day		
F819	Wet/Dry Vacuum		EA/Day		
F820	Trailer-Mounted Core Drill		Day		
F821	Electric Core Drill		Day		
F822	AC Water Pump w/ Hoses		EA/Day		
F824	1/4 HP Submersible Pump w/ Hoses		Day		
F827	250 Gallon Water Tank		Day		
F830	Canopy		Day		
F850	Topcon GRS-1 GPS with pole	1	Day	198.00	\$198.00
				<b>Subtotal</b>	<b>\$3,312.00</b>

**SUBTOTAL Drilling and Field Testing \$12,015.50**

**TOTAL Drilling and Field Testing \$12,015.50**

**Note:** Subcontractors may be changed for the convenience of American Geotechnics in executing the project objectives. Actual field expenses often differ from the estimated costs.

**Pricing Updates:** Pricing is updated at least annually, as appropriately determined by American Geotechnics. Services and supplies will be billed at current standard rates, which may be different than the unit prices listed on the project estimate. Expedited fees may apply.

# River St, Walnut to Galena



## Traffic Control Estimate Quotation

File No. 03067

July 2, 1900

Transmittal 2

Task	Quantity	Unit	Unit Cost	Extended Cost
Submit a certificate of insurance referencing the above project name and naming American Geotechnics as additional insured.	1	LS	0.00	0.00
				0.00
Prepare a traffic control plan in accordance with ITD and MUTCD Standards. The plan must be prepared to meet the approval of ITD.	1	LS	150.00	150.00
				0.00
Mob/Demob	1	LS	1250.00	1250.00
				0.00
Traffic Control Supervisor with pick-up truck to monitor and direct the traffic control team, incl hotel and perdiem	2	10-HR-Day	600.00	1200.00
Traffic Control Supervisor - OT	4	HR	67.50	270.00
				0.00
Provide a 3 person traffic control team including all necessary vehicles, signs and, barriers, delineators and appurtenant signage or equipment necessary to conduct a safe traffic control operation and incl hotel and perdiem	2	10-HR-DAY	1675.00	3350.00
Traffic control team - OT	12	HR	135.00	1620.00
				0.00
Tribal labor agreement (two persons)		HR		0.00
				0.00
				0.00

**Note: American Geotechnics has a zero tolerance policy relating to traffic controls conducted out of compliance with the approved traffic control plan. Non-compliance will result in demobilization of traffic controls at subcontractors expense.**

**Prices shall include all taxes and the following Subcontractor insurances:**

- Workers Compensation at Statutory Limits**
- General Liability at minimum \$2,000,000**
- Automobile Liability at minimum \$1,000,000**

**DIRECT COST \$7,840.00**

**American Geotechnics**

Bionomics Environmental, Inc.  
 River St; Walnut to Galena, Hailey, Idaho

**A. SUMMARY ESTIMATED MAN-HOUR COSTS**

	Man-Hours	Hrly Rate	Raw Labor Cost
1 PRINCIPAL	16	@ \$47.13	= \$ 754.08
4 PRINCIPAL INVESTIGATOR	76	@ \$32.06	= \$ 2,436.56
5 ARCHAEOLOGIST	28	@ \$26.28	= \$ 735.84
6 ARCHAEOLOGICAL TECHNICIAN	12	@ \$18.00	= \$ 216.00
<b>TOTAL RAW LABOR COST</b>			<b>= \$ 4,142.48</b>

**B. PAYROLL, FRINGE BENEFIT COSTS & OVERHEAD**

Total Raw Labor Cost		Approved Overhead Rate	
\$4,142.48	X	1.4007	= \$5,802.37

**C. NET FEE**

Total Raw Labor & Overhead		Net Fee	
\$9,944.85	X	0.13	= \$1,292.83

**D. FCCM**

Total Raw Labor Cost		Approved FCCM Rate	
\$4,142.48	X	0.0007	= \$2.90

**TOTAL LABOR \$11,240.58**

**E. OUT-OF-POCKET EXPENSE SUMMARY**

	Estimated Amount	Unit Cost	Estimated Expense
4 * MEALS (First & Last Day)	2	@ \$ 38.25	= \$ 76.50
6 CAR RENTAL (Days)	1	@ \$ 75.00	= \$ 75.00
7 GAS (Gallons)	30	@ \$ 3.00	= \$ 90.00
<b>TOTAL ESTIMATED EXPENSE</b>			<b>= \$ 241.50</b>

**F. SUBCONSULTANTS/OUTSIDE SERVICES**

1 STATE HISTORIC PRESERVATION OFFICE REQUEST	**	\$200.00	= \$ 200.00
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**TOTAL = \$11,682.08**

\* As per the "FEDERAL PER DIEM RATES FOR IDAHO"

\*\* See attached Subconsultant's Summary

Bionomics Environmental, Inc.  
 River St; Walnut to Galena, Hailey, Idaho

TASK	Principal	Principal Investigator	Archaeologist	Archaeological Technician	TOTAL
<b>Environmental Evaluation Administration</b>	<b>16</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>22</b>
Project Schedule					0
Monthly Invoices/Progress Reports	8	2			10
Team Meetings	4	2			6
Internal Meetings	4	2			6
<b>Cultural Resources</b>	<b>0</b>	<b>70</b>	<b>28</b>	<b>12</b>	<b>110</b>
Project Management		2			2
Research		4			4
Field Work		12	12		24
Site Forms		20	8	4	32
Cultural Resource Survey Report		24	8	8	40
Technical Review/QA/QC		4			4
Comment Response		4			4
<i>Total Task Hours</i>	<b>16</b>	<b>76</b>	<b>28</b>	<b>12</b>	<b>132</b>

**GARCIA LAND SURVEYING**  
**Project name: RIVER ST; WALNUT TO GALENA**  
**Project No.:**  
**Key No: 18807**

**A. SUMMARY ESTIMATED MAN-DAY COSTS**

		Man-Days	=	Man-Hours	@	Hrly Rate	=	Raw Labor Cost
1	PLS	10.8	=	86	@	\$94.08	=	\$ 8,090.88
2	Survey Cew Chief	6.0	=	48	@	\$60.48	=	\$ 2,903.04
3	Survey Tech II	5.5	=	44	@	\$44.80	=	\$ 1,971.20
4	Survey Tech	0.0	=	0	@	\$38.08	=	\$ -
5	Draftsman	4.0	=	32	@	\$44.80	=	\$ 1,433.60
<b>TOTAL RAW LABOR COST</b>								<b>= \$14,398.72</b>

**B. PAYROLL, FRINGE BENEFIT COSTS & OVERHEAD**

Total Raw Labor Cost		Approved Overhead Rate	
\$14,398.72	X		= \$0.00

**C. NET FEE**

Total Raw Labor & Overhead		NET FEE***	
\$14,398.72	X		= \$0.00

**D. FCCM**

Total Raw Labor Cost		Approved FCCM Rate	
\$14,398.72	X		= \$0.00

**TOTAL LABOR \$14,398.72**

**E. OUT-OF-POCKET EXPENSE SUMMARY**

		Estimated Amount	@	Unit Cost	=	Estimated Expense
1	* MILEAGE (miles)	1020	@	\$ 0.545	=	\$ 555.90
2	Survey materials	1	@	\$ 100.00	=	\$ 100.00
3	Reproduction	1	@	\$ 100.00	=	\$ 100.00
4	* MEALS (Days)	18	@	\$ 54.00	=	\$ 972.00
<b>TOTAL ESTIMATED EXPENSE</b>						<b>= \$ 1,727.90</b>

**F. SUBCONSULTANTS**

1	**	=
2	**	=
3	**	=
4	**	=
5	**	=

**TOTAL = \$16,126.62**

\* As per the "FEDERAL PER DIEM RATES FOR IDAHO"

\*\* See attached Subconsultant's Summary

\*\*\* Negotiated % Fee

GARCIA LAND SURVEYING  
 Project name: RIVER ST; WALNUT TO GALENA  
 Project No.:  
 Key No: 18807

Task #	Activity	PLS	Survey Crew Chief	Survey Tech II	Survey Tech	Draftsman	Total Hours
1.0	<b>Project Administration</b>						
1.1	Project Initiation		2				
1.2	Project Administration		8				
1.3	Coordinate Kickoff Meeting						
1.4	Coordinate conference calls and team meetings						
1.5	Budget and Schedule updates		4				
1.6	Invoicing		4				
	<b>Task 1 Subtotal</b>		<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>
2.0	<b>Public Involvement</b>						
2.1	Public Information/Involvement Plan						
2.2	Property Owner Interview and Coordination						
2.3	Local Government and Organization Coordination						
2.4	Public Open House						

GARCIA LAND SURVEYING  
 Project name: RIVER ST; WALNUT TO GALENA  
 Project No.:  
 Key No: 18807

Task #	Activity	PLS	Survey Crew Chief	Survey Tech II	Survey Tech	Draftsman	Total Hours
2.5	Public Involvement Support Tools						
	2.5.1 Media & Social Media Coordination						
	2.5.2 Project Web & Surveys						
	2.5.3 Database						
	<b>Task 2 Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
3.0	Survey						
3.1	Survey Control	20	8	8			
3.2	Field survey	24	24	24			
3.3	Mapping	24	16	12		32	
	<b>Task 3 Subtotal</b>	<b>68</b>	<b>48</b>	<b>44</b>	<b>0</b>	<b>32</b>	<b>192</b>
4.0	Geotechnical						
4.1	Advance Preparations & Reconnaissance						
4.2	Subsurface Explorations						
4.3	Laboratory Testing						
4.4	Analysis						
4.5	Reporting						
	<b>Task 4 Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5.0	Environmental Evaluation						
5.1	ITD-0654						
5.2	Technical Studies & Reports						
	5.2.1 Cultural Resources						
	5.2.2 Section 4f Evaluation						
	5.2.3 Wetlands						
	5.2.4 Threatened, Endangered, & Sensitive Species						
	5.2.5 Noise						
	5.2.6 Air Quality						
	5.2.7 Visual Resources						
	5.2.8 Hazardous Materials						
	5.2.9 Hydrology						
	5.2.10 Socioeconomics						
	5.2.11 Geology & Soils						
	5.2.12 LWCF Recreation Areas/6(f) Lands						
	<b>Task 5.2 Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5.3	Environmental Evaluation						
	<b>Task 5.0 (5.1-5.3) Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6.0	Project Charter						

GARCIA LAND SURVEYING  
 Project name: RIVER ST; WALNUT TO GALENA  
 Project No.:  
 Key No: 18807

Task #	Activity	PLS	Survey Crew Chief	Survey Tech II	Survey Tech	Draftsman	Total Hours
6.1	Traffic Data & Safety Evaluation						
	6.1.1. Data Collection						
	6.1.2. Safety Evaluation						
6.2	Develop Concept Layouts						
6.3	Concept Charter						
	6.3.1. Alternate Solutions & Costs						
	6.3.1.1. Alternate Solutions Cost Estimate						
	6.3.1.2. Alternate R/W Evaluation						
	6.3.2. Roadway Inventory						
	6.3.2.1. Roadway Inventory						
	6.3.3. Development Charter						
	6.3.3.1. Draft Charter						
	6.3.3.2. LHTAC & City of Hailey Charter Review Meeting						
	6.3.3.3. Charter Revisions						
<b>Task 6 Subtotal</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Hours</b>		<b>86</b>	<b>48</b>	<b>44</b>	<b>0</b>	<b>32</b>	<b>210</b>

**GARCIA LAND SURVEYING**

**Project name: RIVER ST; WALNUT TO GALENA**

**Project No.:**

**Key No: 18807**

1	<b>MILEAGE (miles)</b>		=	<input type="text" value="1020"/>
	Trips	Avg Daily		Total
	6	170		

2	<b>4WD MILEAGE (miles)</b>		=	<input type="text" value="0"/>
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3	<b>AIR TRAVEL (Trips)</b>		=	<input type="text" value="0"/>
	Staff	Trips		0

4	<b>LODGING (Days)</b>			<input type="text" value="0"/>
	Staff	Days		Total
	0	0		

5	<b>MEALS (Days)</b>		=	<input type="text" value="18"/>
	Staff	Days		Total
	3	6		

RBCI  
 Project name: RIVER ST; WALNUT TO GALENA  
 Project No.:  
 Key No: 18807

**A. SUMMARY ESTIMATED MAN-DAY COSTS**

		Man-Days	=	Man-Hours	@	Hrly Rate	=	Raw Labor Cost
1	Principal	7.5	=	60	@	\$65.00	=	\$ 3,900.00
2	Project Manager	14.5	=	116	@	\$35.00	=	\$ 4,060.00
3	Project support	2.9	=	23.5	@	\$25.00	=	\$ 587.50
4	EIT/ DRAFTSMAN	0.0	=	0	@	\$0.00	=	\$ -
5	SR DESIGNER	0.0	=	0	@	\$0.00	=	\$ -
6	SR. BRIDGE ENGINEER	0.0	=	0	@	\$0.00	=	\$ -
7	BRIDGE ENGINEER	0.0	=	0	@	\$0.00	=	\$ -
8	SR. QUALITY CONTROL	0.0	=	0	@	\$0.00	=	\$ -
9	CLERICAL	0.0	=	0	@	\$0.00	=	\$ -
<b>TOTAL RAW LABOR COST</b>								<b>= \$8,547.50</b>

**B. PAYROLL, FRINGE BENEFIT COSTS & OVERHEAD**

Total Raw Labor Cost \$8,547.50 X Approved Overhead Rate 210.89% = \$18,025.82

**C. NET FEE**

Total Raw Labor & Overhead \$26,573.32 X NET FEE\*\*\* 12.0% = \$3,188.80

**D. FCCM**

Total Raw Labor Cost \$8,547.50 X Approved FCCM Rate = \$0.00

**TOTAL LABOR \$29,762.12**

**E. OUT-OF-POCKET EXPENSE SUMMARY**

	Estimated Amount	Unit Cost	=	Estimated Expense
1 * MILEAGE (miles)	1100	@ \$ 0.54	=	\$ 594.00
2 * LODGING (Days)	6	@ \$ 95.00	=	\$ 570.00
3 * MEALS (Days)	6	@ \$ 51.00	=	\$ 306.00
4 Photocopies		@	=	\$ 200.00
5 Postcard (design, print, mail)			=	\$ 3,960.00
6 Display ad x 2(design, placement)			=	\$ 700.00
7 Display boards x2 (design, print and mount)			=	\$ 2,800.00
8 Social media (boosted posts)			=	\$ 100.00
9 Survey (subscription, graphics)			=	\$ 200.00
<b>TOTAL ESTIMATED EXPENSE</b>				<b>= \$ 9,430.00</b>

**F. SUBCONSULTANTS**

1 \*\* =  
 2 \*\* =  
 3 \*\* =  
 4 \*\* =  
 5 \*\* =

**TOTAL = \$39,192.12**

\* As per the "FEDERAL PER DIEM RATES FOR IDAHO"  
 \*\* See attached Subconsultant's Summary  
 \*\*\* Negotiated % Fee

RBCI

Project name: RIVER ST; WALNUT TO GALENA

Project No.:

Key No: 18807

Task #	Activity	Principal	Project Manager	Project Support	Total Hours
1.0	<b>Project Administration</b>				
1.1	Project Initiation	2			
1.2	Project Administration		15		
1.3	Coordinate Kickoff Meeting		2		
1.4	Coordinate conference calls and team meetings	8	8		
1.5	Budget and Schedule updates		2		
1.6	Invoicing	3	12		
	<b>Task 1 Subtotal</b>	<b>13</b>	<b>39</b>	<b>0</b>	<b>52</b>
2.0	<b>Public Involvement</b>				
2.1	Public Information/Involvement Plan	1	4		
2.2	Property Owner Interview and Coordination		20	10	
2.3	Local Government and Organization Coordination	16		2.5	
2.4	Public Open House (2)	23	23	4	
2.5	Public Hearing/Open House				

RBCI

Project name: RIVER ST; WALNUT TO GALENA

Project No.:

Key No: 18807

Task #	Activity	Principal	Project Manager	Project Support	Total Hours
2.6	Public Involvement Support Tools				
	2.5.1 Media & Social Media Coordination	1	11		
	2.5.2 Project Web & Surveys	6	17	3	
	2.5.3 Database		2	4	
	<b>Task 2 Subtotal</b>	<b>47</b>	<b>77</b>	<b>23.5</b>	<b>147.5</b>
3.0	<b>Survey</b>				
3.1	Survey Control				
3.2	Field survey				
3.3	Mapping				
	<b>Task 3 Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4.0	<b>Geotechnical</b>				
4.1	Advance Preparations & Reconnaissance				
4.2	Subsurface Explorations				
4.3	Laboratory Testing				
4.4	Analysis				
4.5	Reporting				
	<b>Task 4 Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5.0	<b>Environmental Evaluation</b>				
5.1	ITD-0654				
5.2	Technical Studies & Reports				
	5.2.1 Cultural Resources				
	5.2.2 Section 4f Evaluation				
	5.2.3 Wetlands				
	5.2.4 Threatened, Endangered, & Sensitive Species				
	5.2.5 Noise				
	5.2.6 Air Quality				
	5.2.7 Visual Resources				
	5.2.8 Hazardous Materials				
	5.2.9 Hydrology				
	5.2.10 Socioeconomics				
	5.2.11 Geology & Soils				
	5.2.12 LWCF Recreation Areas/6(f) Lands				

RBCI  
 Project name: RIVER ST; WALNUT TO GALENA  
 Project No.:  
 Key No: 18807

Task #	Activity	Principal	Project Manager	Project Support	Total Hours
<b>Task 5.2 Subtotal</b>		0	0	0	0
5.3	Environmental Evaluation				
<b>Task 5.0 (5.1-5.3) Subtotal</b>		0	0	0	0
6.0	Project Charter				
6.1	Traffic Data & Safety Evaluation				
	6.1.1. Data Collection				
	6.1.2. Safety Evaluation				
6.2	Develop Concept Layouts				
6.3	Concept Charter				
	6.3.1. Alternate Solutions & Costs				
	6.3.1.1. Alternate Solutions Cost Estimate				
	6.3.1.2. Alternate R/W Evaluation				
	6.3.2. Roadway Inventory				
	6.3.2.1. Roadway Inventory				
	6.3.3. Development Charter				
	6.3.3.1. Draft Charter				
	6.3.3.2. LHTAC & City of Hailey Charter Review Meeting				
	6.3.3.3. Charter Revisions				
<b>Task 6 Subtotal</b>		0	0	0	0
<b>Total Hours</b>		60	116	23.5	199.5

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE: 10/01/2018      DEPARTMENT: CDD    DEPT. HEAD SIGNATURE: LH**

**SUBJECT:**

Conduct the 3rd reading of Ordinance No. 1238 by title only, and conduct the 3<sup>rd</sup> Reading of Ordinance No. 1239 by title only, which amends Title 17, Section 17.05.040 District Use Matrix, to create a new Overlay Zone, "Downtown Housing Overlay District" and a Zoning District Map change.

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

At the last public hearing, (September 17, 2018) on these proposed Ordinance amendments, the Hailey City Council, waived the 2<sup>nd</sup> Readings of both ordinances no. 1238 (with 1238 summary) & no. 1239, authorized the 3<sup>rd</sup> readings by title only and authorized the Mayor to sign. However, the recording of the meeting does not reflect that the reading of the Ordinances occurred as required by law.

**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"/> Streets   |
| <input checked="" type="checkbox"/> City Attorney      | <input type="checkbox"/> Mayor                          | <input type="checkbox"/> Treasurer |
| <input checked="" 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 checked="" type="checkbox"/> Community Dev. Dir. | _____                              |

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Conduct the 3rd reading of Ordinance No. 1238 by title only, and conduct the 3<sup>rd</sup> Reading of Ordinance No. 1239 by title only, which amends Title 17, Section 17.05.040 District Use Matrix, to create a new Overlay Zone, "Downtown Housing Overlay District" and a Zoning District Map change.

**ACTION OF THE CITY COUNCIL:**

Date : \_\_\_\_\_

City Clerk \_\_\_\_\_

**HAILEY ORDINANCE NO. 1238**

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING TITLE 17 OF THE HAILEY MUNICIPAL CODE, BY ADDING A NEW CHAPTER 17.04Q, PROVIDING FOR PURPOSES, ESTABLISHMENT OF A DOWNTOWN RESIDENTIAL OVERLAY DISTRICT (DRO), GENERAL APPLICATION, USE AND BULK REQUIREMENTS, DENSITY, PARKING SPACE AND OTHER REQUIREMENTS; 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 Commission has determined that municipal code changes that expand housing opportunities in Hailey is a priority;

WHEREAS, the Commission recommends that the proposed DRO District will encourage development of mid-density housing to meet the needs of the community as contemplated in the 2010 Hailey Comprehensive Plan;

WHEREAS, the Hailey Comprehensive Plan states that, high density residential infill is encouraged in the area along Main Street and River Street between Downtown and the north and south ends of Main Street;

WHEREAS, the Commission recommends that the DRO District will encourage infill while retaining neighborhood character;

WHEREAS, essential public facilities and services are available to the uses, including residential uses as contemplated in the DRO District without excessive public cost;

WHEREAS, the proposed uses in the DRO are compatible with the surrounding area; and

WHEREAS, the Zoning text set forth in this ordinance 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. Title 17 of the Hailey Municipal Code is hereby amended by the addition of a new Chapter 17.04Q, as follows:

**CHAPTER 17.04  
ESTABLISHMENT, PURPOSES AND USES WITHIN ZONING DISTRICTS**

## ARTICLE Q. DOWNTOWN RESIDENTIAL OVERLAY DISTRICT (DRO)

### **17.04Q.010: PURPOSE**

### **17.04Q.020: ESTABLISHMENT OF DOWNTOWN RESIDENTIAL OVERLAY DISTRICT**

### **17.04Q.030: GENERAL APPLICATION**

### **17.04Q.040: USE AND BULK REQUIREMENTS**

### **17.04Q.050: MULTI-FAMILY AND MIXED USE DENSITY**

### **17.04Q.060: PARKING SPACES, SCREENING AND STORAGE REQUIREMENTS**

### **17.04Q.070: PROPERTIES LOCATED WITHIN THE SMALL RESIDENTIAL OVERLAY DISTRICT (SRO)**

### **17.04Q.010: PURPOSE:**

The purpose of the Downtown Residential Overlay District (DRO) is to promote the health, safety and welfare of current and future residents of the City of Hailey; to modify the density, bulk and parking requirements of certain areas of the Business, Limited Business and General Residential Zoning Districts in order to encourage the development of mid-density residential housing to help meet the housing needs of the community; to encourage infill while retaining neighborhood character; to create sufficient flexibility to allow for desirable development; to conserve building resources; and to enhance neighborhoods with increased pedestrian orientation, all in accordance with the City of Hailey Comprehensive Plan, for the desirable future development of the City of Hailey.

### **17.04Q.020: ESTABLISHMENT OF DOWNTOWN RESIDENTIAL OVERLAY DISTRICT:**

The Downtown Residential Overlay District is hereby established for all properties lying within the boundaries shown on the map attached to the ordinance codified herein, incorporated by reference herein. The overlay district applies to properties located within the DRO regardless of zoning district designation.

### **17.04Q.030: GENERAL APPLICATION:**

The Downtown Residential Overlay District shall be an overlay district with bulk, open space, landscaping and parking requirements for buildings and structures located within the District which are developed as Multi-Family or Mixed Uses. Where the regulations specified in this article differ from corresponding regulations specified for the underlying zoning district, the requirements of this Article shall apply and control, except as otherwise specified in 17.04Q.03.A.

**17.04Q.040: USE AND BULK REQUIREMENTS:** Use and bulk requirements shall be those of the underlying Zoning District, except where specifically amended herein. (Supplementary location and bulk regulations of Chapter 17.07 of this Title shall also apply in the DRO):

*Residential Percentage:* There shall be no maximum Residential Percentage on the ground level.

### **17.04Q.050: MULTI-FAMILY AND MIXED USE DENSITY:**

*Maximum Residential Units per Acre:* Residential units per acre provisions of the underlying district shall not apply; rather density shall be limited by required open space, parking, landscaping and

standards of review from Section 17.04, Design Review. The Commission shall have the discretion to modify building design based on the standards in Section 17.04.

*Dwelling Unit Average Size Requirement:* The average dwelling unit size shall be not less than six hundred (600) net square feet per building.

**17.04Q.060: PARKING SPACES, SCREENING AND STORAGE REQUIREMENTS:**

- a) *On-Site Parking Space Requirements for Multiple Family Dwellings and Dwelling Units within a Mixed Use Building:*
  - i. A minimum of one (1) space per residential dwelling unit, where up to twenty-five percent (25%) of required on-site parking spaces may be provided as compact parking spaces. Compact spaces must be signed as such.
  - ii. At least one (1) guest parking space for every six (6) Dwelling Units. Unimproved city rights of way adjacent to the site that are improved as part of the project shall count towards the guest parking requirement.
- b) *Useable Open Space, Screening and Landscaping:*
  - i. Useable open space of not less than ten percent (10%) of the total lot area shall be included in the project design. Useable open space shall not include private decks, patios or rooftop gardens.
  - ii. A landscape buffer between parking areas and residential zone districts may consist of an acceptably designed wall or fence incorporating drought tolerant plantings; and
  - iii. Minimum distance setbacks in Section 17.09.020.11 shall not apply.
- c) *On-Site Parking Dimension:* Where the parking angle is ninety (90) degrees, the minimum aisle width may be twenty-two (22) feet, as determined through the design review process.
- d) *Storage:* All units under five hundred (500) square feet shall be provided with on-site storage suitable for bikes, skis and other similar items. Size, location and design of the storage areas shall be determined through the design review process.

**17.04Q.070: PROPERTIES LOCATED WITHIN THE SMALL RESIDENTIAL OVERLAY DISTRICT (SRO):** Properties located within the SRO shall utilize either the provisions of this section (17.04Q, DRO) or the provisions of the SRO section (17.04P) in their entirety. Selective choice of specific provisions is not permitted.

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 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 \_\_\_\_\_, 2018.

Fritz X. Haemmerle, Mayor, City of Hailey

Attest:

Mary Cone, City Clerk

## SUMMARY OF HAILEY ORDINANCE NO. 1238

The following is a summary of the principal provisions of Ordinance No.1238 of the City of Hailey, Idaho, duly passed and adopted \_\_\_\_\_, 2018, by the City Council and Mayor of the City of Hailey:

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING TITLE 17 OF THE HAILEY MUNICIPAL CODE, BY ADDING A NEW CHAPTER 17.04Q, PROVIDING FOR PURPOSES, ESTABLISHMENT OF A DOWNTOWN RESIDENTIAL OVERLAY DISTRICT (DRO), GENERAL APPLICATION, USE AND BULK REQUIREMENTS, DENSITY, PARKING SPACE AND OTHER REQUIREMENTS; 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.

Hailey Ordinance No. 1238 amends the Hailey Municipal Code as follows:

**Section 1** Amends Title 17, Zoning Code, Section 17, creating a new Section, 17.04Q, which includes 17.04Q.010, Purpose, establishing the general purpose; 17.04Q.020, Establishment of Downtown Residential Overlay District, identifying the overlay district; 17.04Q.030, General Application, establishing bulk, open space and other requirements; 17.04Q.040, Use and Bulk Requirements, clarifying such and removing the requirement for maximum ground floor residential percentage; 17.04.Q.050, Multifamily and Mixed Use Density, establishing average unit size of 600 square feet; 17.04Q.060, Parking Spaces, Screening and Storage Requirements, establishing unit and guest parking requirements, useable open space requirements, landscape buffer and parking dimensions, and storage requirements for units under 500 square feet; 17.04Q.070, Properties located within the Small Residential Overlay District (SRO), clarifying that selective choice of SRO and DRO provisions is not permitted .

**Section 2** provides for a severability clause.

**Section 3** provides for a repealer clause.

**Section 4** provides for an effective date of the ordinance.

The full text of Ordinance No. 1238 is available at Hailey City Hall at 115 South Main Street, Suite H, Hailey, Idaho 83333 and will be provided to any citizen upon request during regular business hours.

**CERTIFICATION OF CITY ATTORNEY**

I, the undersigned Attorney at Law, as attorney for the City of Hailey, Idaho, hereby certify that I have read the foregoing summary of Ordinance No. 1238 of the City of Hailey, that I have compared it to the full text of Ordinance No. \_\_\_\_\_, and that in my opinion, the above summary is true and complete and provides adequate notice to the public of the contents of said Ordinance.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Christopher P. Simms, Hailey City Attorney

Publish: Idaho Mountain Express, \_\_\_\_\_, 2018

## HAILEY ORDINANCE NO. 1239

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING TITLE 17 OF THE HAILEY MUNICIPAL CODE, BY AMENDING SECTION 17.05.010, OFFICIAL ZONING MAP; 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 Planning and Zoning Commission (“Commission”) has recommended to the City Council a change to the Hailey Zoning map as noted in the Findings of Fact, Conclusions of Law and decision dated May 21, 2108, “Downtown Residential Overlay District”.

WHEREAS, these changes to the Hailey Zoning Map implement the Downtown Residential Overlay District, Section 17.04Q of the Hailey Municipal Code;

WHEREAS, the Hailey City Council has considered the recommendation of the Commission and has voted to approve of an amendment to the Hailey Zoning Map as shown on attached Exhibit “A”;

WHEREAS, essential public facilities and services are available to the uses shown on attached Exhibit “A” without excessive public cost;

WHEREAS, the proposed uses as shown on attached Exhibit “A” are compatible with the surrounding area; and

WHEREAS, the zoning map amendment set forth in this ordinance 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 17.05.010 of the Hailey Municipal Code is hereby amended by the adoption of attached Exhibit “A,” amending the Official Zoning Map to include the Downtown Residential Overlay District as a new overlay district.

Section 2. 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 3. Repealer Clause. All City of Hailey ordinances or parts thereof, which are in conflict herewith, are hereby repealed.

Section 4. 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 \_\_\_\_\_, 2018.

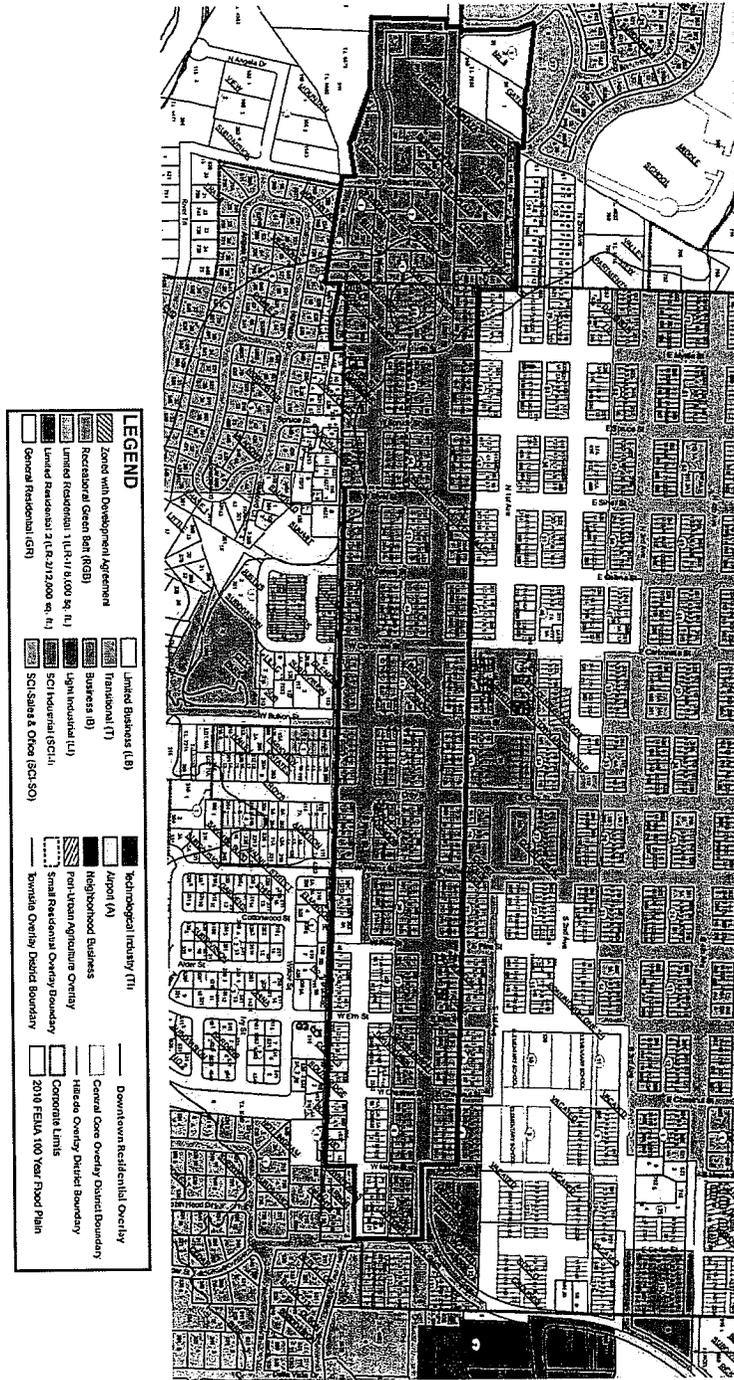
\_\_\_\_\_  
Fritz X. Haemmerle, Mayor, City of Hailey

Attest:

\_\_\_\_\_  
Mary Cone, City Clerk

# Exhibit A, Downtown Residential Overlay District

City Council Recommended August 13, 2018



**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 09/17/2018 **DEPARTMENT:** Community Development Dept. **DEPT. HEAD SIGNATURE:** LH

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**SUBJECT:**

Conduct public hearing on proposed Ordinance No. 1242, an Amendment to Title 17: Zoning Regulations, Section 17.05: District Use Matrix, of the Hailey Municipal Code, by cross referencing Section 17.07: Supplementary Location and Bulk Requirements (F) and (G), to all zoning districts.

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**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code Title 18 (IFAPPLICABLE)

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**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

**Planning and Zoning Recommendation and Summary:**

It has come to Staffs attention that Section 17.07: Supplementary Location and Bulk Requirements, items (F) and (G), requires a greater setback on side yards, and is not cross-referenced in the District Use Matrix. To provide more clarity and ease of administration, the Planning and Zoning Commission held a public hearing on the proposed amendments to Title 17: Zoning Regulations, Section 17.05, District Use Matrix, on August 6, 2018, to discuss the following modifications: cross referencing Section 17.07: Supplementary Location and Bulk Requirements to Section 17.05: District Use Matrix, by adding footnotes for (F) Side Yard Setbacks of Normal Corner Lots and (G) Reverse Corner Lots, to all zoning districts. No public comments were made on the proposed amendments. After the discussion, the Planning and Zoning Commission voted unanimously to recommend adoption of the amendment to the Hailey City Council.

**Procedural History:**

Planning and Zoning Public Hearing: August 6, 2018  
City Council Public Hearing: September 17, 2018

**Attachments:**

City Council Staff Report – September 17, 2018  
Ordinance No. \_\_\_\_\_  
Planning and Zoning Findings of Fact

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**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:**

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

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**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)**

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

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**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Conduct a public hearing and first reading of proposed Ordinance No. 1242, an amendment to Title 17, Zoning Regulations, Section 17.05: District Use Matrix.

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**ADMINISTRATIVE COMMENTS/APPROVAL:**

City Administrator \_\_\_\_\_ Dept. Head Attend Meeting (circle one) Yes \_\_\_\_\_ No \_\_\_\_\_

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**STAFF REPORT**

**TO:** Hailey City Council

**FM:** Lisa Horowitz, Community Development Director

**RE:** Consideration of a City-Initiated Text Amendment to Title 17, Zoning Regulations, Section 17.05, District Use Matrix and Section 17.07, and/or Supplementary Location and Bulk Requirements

**HEARING:** October 1, 2018

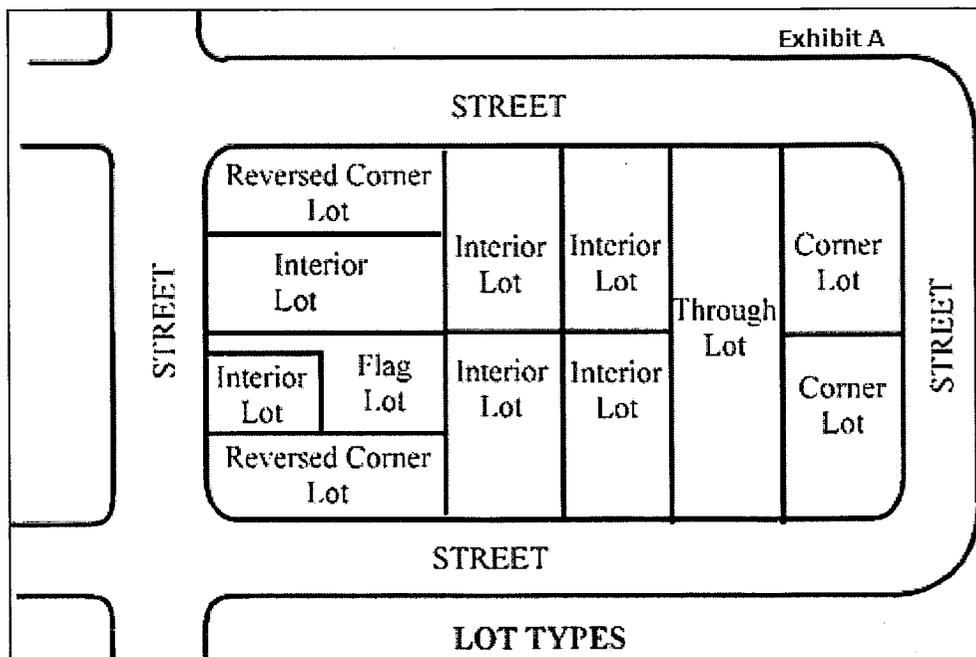
**Background**

Consideration of a Text Amendment to Title 17: Zoning Regulations, Section 17.05: District Use Matrix.

It has come to Staffs attention that Section 17.07: Supplementary Location and Bulk Requirements, items (F) and (G), requires a greater setback on side yards, and is not cross-referenced in the District Use Matrix, which makes it difficult to administer.

On August 6, 2018, the Planning and Zoning Commission discussed the pros and cons of either 1) deleting items (F) and (G) of Section 17.07, or 2) cross referencing Section 17.07: Supplementary Location and Bulk Requirements, (F) and (G), to all zoning districts. The Commission discussed the likely intended purpose of a greater side yard setback on corner lots: to create better neighborhood uniformity. The Commission recommended retaining items (F) and (G) of Section 17.07, and footnoting these in the District Use Matrix.

Exhibit A, provided below, depicts the layout of Normal Corner Lots and Reverse Corner Lots, nicely.



On September 17, 2018, the Hailey City Council discussed the pros and cons of either 1) deleting items (F) and (G) of Section 17.07, or 2) cross referencing Section 17.07: Supplementary Location and Bulk Requirements, (F) and (G), to all zoning districts, and agreed with the Commission - by retaining items (F) and (G) of Section 17.07, and footnoting these in the District Use Matrix, there would be better neighborhood uniformity, and would not impact, but rather promote, the public health, safety and general welfare of the residents of Hailey.

**Criteria for Review.**

Section 17.14.060(A) of the Hailey Municipal Code provides “[w]hen evaluating any proposed amendment under this chapter, the hearing examiner or commission and council shall make findings of fact on the following criteria:

1. The proposed amendment is in accordance with the comprehensive plan;
2. 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;
3. The proposed uses are compatible with the surrounding area; and
4. The proposed amendment will promote the public health, safety and general welfare.

**1. The proposed amendment is in accordance with the comprehensive plan.**

The Comprehensive Plan does not go in to the specificity that this code section contemplates. The proposed amendment is in accordance with the comprehensive plan.

**2. 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.**

The proposed code revision will not result in a change in allowed uses nor will it create excessive additional requirements at public cost for services. The proposed amendment is intended to clarify regulations and to simplify administration of the requirements, and to implement best practices.

**3. The proposed uses are compatible with the surrounding area.**

The proposed code revision will not result in a change in allowed uses. The Council agreed with the Commission, finding it more appropriate to maintain the 2/3 side yard setback on corner lots, to create better uniformity in neighborhoods, than to remove the code requirement altogether.

**4. The proposed amendment will promote the public health, safety and general welfare.**

The amendment recommended is consistent with the Hailey Comprehensive Plan. The proposed code revision will not result in a change in allowed uses. The Council found that the amendment will promote the public health, safety and general welfare.

**MOTION LANGUAGE**

**Approval:**

Motion to conduct the second or third reading of Ordinance No. 1242, and Ordinance amending Title 17: Zoning Regulations, Chapter 17.05: District Use Matrix.

**Denial:**

Motion to table Ordinance No. 1242, an Ordinance amending Title 17: Zoning Regulations, Section 17.05: District Use Matrix, and read by title only, finding that \_\_\_\_\_ [the Council should cite which standards are not met and provided the reason why each identified standard is not met].

**HAILEY ORDINANCE NO. 1242**

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING TITLE 17: ZONING REGULATIONS, SECTION 17.05, DISTRICT USE MATRIX, OF THE HAILEY MUNICIPAL CODE, BY CROSS REFERENCING SECTION 17.07, SUPPLEMENTARY LOCATION AND BULK REQUIREMENTS (F) AND (G), TO ALL ZONING 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, Title 17, conforms to the Hailey Comprehensive Plan; and

WHEREAS, Title 17, Section 17.05, does not reference or contain footnotes for “Side Yard Setbacks of Normal Corner Lots” and “Reverse Corner Lots”, and such reference would clarify these requirements; and

WHEREAS, Title 17, Section 17.05, does not provide clear guidance regarding the above requirements in the Hailey Zoning Districts; and

WHEREAS, the Hailey City Council has determined that the above-mentioned requirements are appropriate requirements, and should be referenced; and

WHEREAS, the Zoning text set forth in this ordinance 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. Title 17, Section 17.05 of the Hailey Municipal Code, is hereby amended by the addition of the underlined language, as follows:

## BULK REQUIREMENTS

Category	Description (Excerpt)	RG B	LR-1	LR-2	GR	NB	LB	TN	B	LI	TI	A	SCI-SO	SCI-I
Setbacks	Minimum front yard setback (feet)	20	25	25	20	10	20	20	0	10	20	See note 12	10	10
	Minimum side yard setback (feet)	10	10 <sup>3, 19</sup> <sub>20</sub>	10 <sup>3, 19</sup> <sub>20</sub>	10 <sup>7, 19</sup> <sub>20</sub>	0 <sup>7, 19</sup> <sub>20</sub>	10 <sup>11, 19</sup> <sub>20</sub>	10 <sup>11, 19</sup> <sub>20</sub>	See note 12	10	10			
	Minimum rear yard setback (feet)	10	10 <sup>3, 19</sup> <sub>20</sub>	10 <sup>3, 19</sup> <sub>20</sub>	10 <sup>7, 19</sup> <sub>20</sub>	0 <sup>7, 19</sup> <sub>20</sub>	10 <sup>11, 19</sup> <sub>20</sub>	10 <sup>11, 19</sup> <sub>20</sub>	See note 12	10	10			
	Riparian (feet)	10 <sup>0 4</sup>	10 <sup>0 4</sup>	100 <sup>4</sup>	100 <sup>4</sup>	100 <sup>4</sup>	100 <sup>4</sup>	See note 12	100 <sup>4</sup>	100 <sup>4</sup>				

<sup>19</sup>. See also Title 17, Section 17.07, Supplementary Location and Bulk Requirements (F) and (G), of the Hailey Municipal Code.

<sup>20</sup>. See also Title 17, Section 17.07, Supplementary Location and Bulk Requirements (F) and (G), of the Hailey Municipal Code.

**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 \_\_\_\_\_, 2018.

\_\_\_\_\_  
Fritz X. Haemmerle, Mayor, City of Hailey

Attest:

\_\_\_\_\_  
Mary Cone, City Clerk

**Return to Agenda**

AGENDA  
**HAILEY PLANNING & ZONING COMMISSION**  
Tuesday, October 2, 2018  
Hailey City Hall  
5:30 p.m.

**Call to Order**

**Public Comment** for items not on the agenda

**Consent Agenda**

CA 1 Adoption of the Meeting Minutes of September 4, 2018. **ACTION ITEM**

CA 2 Adoption of the Meeting Minutes of September 24, 2018. **ACTION ITEM**

CA 3 Adoption of the Findings of Fact, Conclusions of Law and Decision for Design Review Application by 10 North Main Street, LLC, represented by Mark Gasenica, for a new 384 square foot detached Accessory Dwelling Unit, which consists of a 256 square foot main floor and 128 square foot second floor. This project is located at 410 North Main Street, Hailey (Lots 13 and N. 20' of 14, Block 57, Hailey Townsite) within the Business (B) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

**Public Hearings**

PH 1 Consideration of a Preliminary Plat Application for Carbonate View Subdivision, represented by Galena Engineering on behalf of W Squared, LLC, where Tax Lot 8364 S. 9 & 16, T2N, R18E, Hailey is resubdivided into fourteen (14) single family lots, ranging in size from 7,053 square feet to 9,500 square feet. All of the lots will have frontage on W. Chestnut Street. A 28,646 square feet open space parcel is proposed as open space. A 35 foot wide public utility and public access easement is proposed between Lots 11 and 10 connecting Chestnut Street to Parcel A, Sherwood Forest Subdivision. The project is located in the General Residential (GR) Zoning and Floodplain Overlay Districts. **ACTION ITEM**

PH 2 Consideration of a Flood Hazard Development Permit Application pursuant to Title 17, Section 17.04J, for Carbonate View Subdivision represented by Galena Engineering on behalf of W Squared, LLC located at West Chestnut Street, address TBD, Hailey (Tax Lot 8364 S. 9 & 16, T2N, R18E, Hailey Townsite. Portions of this property are located in the Flood Hazard Overlay District. **ACTION ITEM**

**Staff Reports and Discussion**

- SR 1** Discussion of current building activity, upcoming projects, and zoning code changes.  
*(no documents)*
- SR 2** Discussion of the next Planning and Zoning meeting: **Monday, October 15, 2018.**  
*(no documents)*

**Return to Agenda**

**AGENDA OF THE  
HAILEY CITY COUNCIL MEETING  
Monday October 22, 2018 \* Hailey City Hall Meeting Room**

**ACTION ITEM** = a vote may occur but is not required to be taken

**ACTION ITEM** .....

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

**CONSENT AGENDA:**

- CA 000 Motion to authorize Mayor to sign application for Assistance to Firefighters Grant for purchase of fire-fighting vehicle with equipment **ACTION ITEM** .....
- CA 000 Motion to ratify the mayor's signature on a grant application to the Seagraves Family Foundation, seeking \$ \_\_\_\_\_ in funding for renovation of the Hop Porter Park play structure **ACTION ITEM** .....
- CA 000 Grant Agreements
- CA 000 Motion to approve Resolution 2018-\_\_\_\_, authorizing contract for services with *the Chamber of Hailey and the Wood River Valley* for visitor information, events promotion, downtown beautification and Hailey Ice, Inc.; contract amount of \$77,500 **ACTION ITEM** .....
- CA 000 Motion to approve Resolution 2018-\_\_\_\_, authorizing lease agreement with *the Chamber of Hailey and the Wood River Valley* for use of the Welcome Center for \$1/year. **ACTION ITEM** .....
- CA 000 Motion to approve Resolution 2018-\_\_\_\_, authorizing a loader lease agreement with \_\_\_\_\_ in the amount of \$ \_\_\_\_\_, to replace an expiring lease agreement **ACTION ITEM** .....
- CA 000 Motion to approve Resolution 2018-\_\_\_\_, authorizing a loader lease agreement with \_\_\_\_\_ in the amount of \$ \_\_\_\_\_, for an additional loader **ACTION ITEM** .....
- CA 000 Motion to approve Resolution 2018-\_\_\_\_, authorizing an agreement with iWorQ in the amount of \$ \_\_\_\_\_, for permit tracking software **ACTION ITEM** .....
- CA 000 Motion to approve Resolution 2018-\_\_\_\_, authorizing Pay Estimate No. 3 in the amount of \$ \_\_\_\_\_, for work completed on the Pathways for People - Croy St. and 2<sup>nd</sup> Ave. project **ACTION ITEM** .....
- CA 000 Motion to approve Resolution 2018-\_\_\_\_, authorizing Pay Estimate No. 1 in the amount of \$ \_\_\_\_\_, for work completed on the Hailey water system PRV project **ACTION ITEM** .....
- CA 000 Special Events
- CA 000 Findings of Fact and Ordinance Summaries
- CA 000 Motion to approve minutes of February 12, 2018 and to suspend reading of them .....
- CA 000 Motion to approve claims for expenses incurred during the month of December, 2011, and claims for expenses due by contract in January, 2012 .....
- CA 329 Motion to approve Treasurer's reports for the he month of September, 2018 **ACTION ITEM** .....

**MAYOR'S REMARKS:**

MR 000

**PROCLAMATIONS & PRESENTATIONS:**

**APPOINTMENTS & AWARDS**

AA 000

**PUBLIC HEARING:**

PH 000  
PH 000  
PH 000  
PH 000  
PH 000

**NEW BUSINESS:**

**OLD BUSINESS:**

OB 000

**STAFF REPORTS:** Staff Reports  
SR 000

Council Reports

Mayor's Reports

**EXECUTIVE SESSION: Real Property Acquisition under IC 74-206 (1)(c)**

**Matters & Motions from Executive Session or Workshop**

Next Ordinance Number -            Next Resolution Number- 2018-01

REF

**Return to Agenda**