

**AGENDA OF THE
HAILEY CITY COUNCIL MEETING
Monday November 26, 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

OATH OF OFFICE

[OO 438](#) Oath to newly appointed City Council member Jeff Engelhardt **ACTION ITEM**..... 1

CONSENT AGENDA:

[CA 439](#) Motion to authorize final release of Security Bond to Colorado Gulch Preserve for infrastructure installation work completed **ACTION ITEM** 4

[CA 440](#) Motion to approve the selection of Gallagher Benefits to perform benefits design services under Hailey’s SAFER Grant for firefighter recruitment and retention, and to adopt Resolution 2018-146 authorizing a contract for services with Gallagher Benefits in an amount not to exceed \$5,000 **ACTION ITEM** 6

[CA 441](#) Motion to adopt Resolution 2018-132, authorizing a grant agreement with the Idaho Transportation Department in the amount of \$60,000, to upgrade six ADA curb ramps on Main St. **ACTION ITEM** 86

[CA 442](#) Motion to adopt Resolution 2018-133, authorizing the City’s 2018/2019 Snow Removal Policy **ACTION ITEM**..... 94

[CA 443](#) Motion to adopt Resolution 2018-134, authorizing an MOU between Blaine County and the City of Hailey for a cooperative road maintenance plan during the 2018/2019 snow removal season **ACTION ITEM**..... 105

[CA 444](#) Motion to adopt Resolution 2018-135, ratifying the mayor’s signature on an agreement with Rocky Mountain Environmental for a lump sum of \$2,350.00, and an additional time-and-materials, not-to-exceed amount of \$3,400.00, for environmental work associated with a proposed snow storage site **ACTION ITEM**..... 112

[CA 445](#) Motion to adopt Resolution 2018-136, authorizing and agreement with Sun Valley Landscaping for snow removal services at the Hailey Public Library **ACTION ITEM**..... 129

[CA 446](#) Motion to adopt Resolution 2018-137, authorizing an agreement with B&G Dirt Works for snow removal services using two 10-yard dump trucks at an hourly rate of \$95.00 per truck/operator **ACTION ITEM**..... 133

[CA 447](#) Motion to adopt Resolution 2018-138, authorizing an agreement with Hiatt Trucking, Inc. for snow removal services using one to two 24-yard end dump trucks at an hourly rate of \$115.00 per truck/operator **ACTION ITEM**..... 145

[CA 448](#) Motion to adopt Resolution 2018-139, authorizing the mayor’s signature on Change Order No. 3 to increase the contract by \$5,225.47, for modifications on the Water System Pressure Reducing Station project **ACTION ITEM**..... 157

[CA 449](#) Motion to adopt Resolution 2018-140, authorizing Pay Estimate No. 1 in the amount of \$74,598.44, for work completed on the Water System Pressure Reducing Station project **ACTION ITEM**..... 161

[CA 450](#) Motion to adopt Resolution 2018-141, authorizing the mayor’s signature on Change Order No. 1 to increase the contract price by \$1,350.00, for modifications on the Balmoral Park Basketball Court Improvements **ACTION ITEM**..... 165

[CA 451](#) Motion to adopt Resolution 2018-142, authorizing Pay Estimate No. 2 in the amount of \$6,050.00, and authorizing release of retainage in the amount of \$1,580.86, for work completed on the Balmoral Park Basketball Court Improvements **ACTION ITEM**..... 169

[CA 452](#) Motion to approve the Special Event, Running for a Cure 5K, to start and finish at Hop Porter Park, on Saturday, April 6, 2019, from 8:30am to 12:30pm **ACTION ITEM** 173

[CA 453](#) Motion to approve taxi licenses for 2019 **ACTION ITEM**..... 181

[CA 454](#) Motion to approve minutes of October 29, 2018 and to suspend reading of them **ACTION ITEM**..... 195

[CA 455](#) Motion to ratify claims for expenses incurred during the month of October 2018 **ACTION ITEM**..... 199

[CA 456](#) Motion to approve claims for expenses incurred during the month of October, 2018, and claims for expenses due by contract in November, 2018 **ACTION ITEM**..... 227

[CA 457](#) Motion to approve Treasurer’s Report for month of October, **ACTION ITEM** 242

MAYOR’S REMARKS:

APPOINTMENTS & AWARDS

[AA 458](#) Consideration of appointments to Hailey Arts and Historical Preservation Commission, with the attached Resolution 2018-143 setting the appointments and terms of Pete Kramer and Michele Johnson (replaces Jim Keating and Morgan Buckert) **ACTION ITEM**253

[AA 459](#) Reappointment of two Hailey Parks and Lands Board members for another three-year term with the attached Resolution 2018-144 setting the appointments and terms of Sarah Gress and Lamar Waters **ACTION ITEM** 256

[AA 460](#) Reappointment of Hailey Urban Renewal Agency board member with attached Resolution 2018-145 setting the appointment and five-year term of Sandy Viau **ACTION ITEM**259

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[PH 461](#) Staff update on Hailey Town Square location workshops **ACTION ITEM** 263

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[SR 462](#) Water Smarty lawn replacement rebate program update..... 271

[SR 463](#) Blaine County Big Wood River Watershed Scope of Work 277

[SR 464](#) Idaho Hispanic Chamber of Commerce luncheon invitation in Twin Falls, ID 285

[SR 465](#) Next Planning and Zoning Commission draft agenda..... 287

[SR 466](#) Next City Council draft agenda..... 289

EXECUTIVE SESSION:

Matters & Motions from Executive Session or Workshop

Next Ordinance Number - 1243 Next Resolution Number- 2018-147



OFFICIAL OATH OF OFFICE

I, Jeff Engelhardt, do solemnly swear (or affirm) that I will support the Constitution of the United States, and the State of Idaho, and the Laws and Ordinances of Hailey City, and that I will faithfully discharge all the duties of the Office of the Hailey City Council, according to the best of my abilities.

Signature

Subscribed and sworn to before me this 26th day of November, 2018.

Mary Cone, City Clerk
CITY OF HAILEY

Certificate of Appointment

City of Hailey, State of Idaho

THIS IS TO CERTIFY, that at a meeting held in the City of Hailey, County of Blaine, State of Idaho, on the 29th day of October, Jeff Engelhardt was duly appointed to the office of City Council Seat #3 for the City of Hailey, and shall serve until the next general city election.

IN WITNESS WHEREOF, this certificate has been signed by the Mayor and Clerk of the City of Hailey, and its corporate seal has been hereto affixed this 26th day of November, 2018.

Attest: _____

City Clerk

Mayor

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18
SIGNATURE: BY _____

DEPARTMENT: PW/CD

DEPT. HEAD _____

SUBJECT: Motion to authorize final release of Security Bond to Colorado Gulch Preserve for infrastructure installation work completed **ACTION ITEM**

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

As contemplated in the Colorado Gulch Preserve Security Agreement the developer may request partial release of funds for construction items completed (see paragraph 5 of said agreement).

In July, 2018, the City approved two releases, with a supporting letter from the Public Works Department provided for each. The entire cash deposit for security was refunded. A partial release of the security bond was requested, but discouraged by the bank.

At this time, all infrastructure is in place. However, the City Engineer will be confirming the final inspections on Monday, November 26th when he returns to the office. If all items are not completed to his satisfaction, this item will be pulled from the agenda and brought back at a later date.

Additionally, the applicant is required to contribute approximately \$28,550 to a Pressure Reducing Valve. Therefore, the city will not finalize this release until a check is received in the amount of \$28,550.

Previous amount released was \$318,435 in cash. Remaining is a Letter of Credit, for \$975,109.50 which can be released once the City Engineer makes final approval and the \$28,550 check is received. Additionally, \$9,104.48 is owed for the Community irrigation hookup fee and meter.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to authorize final release of Security Bond to Colorado Gulch Preserve. **ACTION ITEM**

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/2018

DEPARTMENT: Admin/Fire

DEPT. HEAD SIGNATURE: HD

SUBJECT:

Motion to approve the selection of Gallagher Benefits to perform benefits design services under Hailey’s SAFER Grant for firefighter recruitment and retention, and to adopt Resolution 2018-~~146~~ authorizing a contract for services with Gallagher Benefits in an amount not to exceed \$5,000, contingent upon legal review and approval by the Hailey City Attorney.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The City of Hailey put out a Request for Proposals to benefit specialists to advise and lead Hailey on designing benefits for paid-on-call firefighters under the FEMA SAFER Grant recently awarded.

Three companies submitted proposals:	<u>Company Score</u>
1. Gallagher Benefits design, a benefits design expert	265
2. Adapt Management, a grants management expert	199
3. Organized Freedom, an office management expert	109

A selection team reviewed and scored the proposals. Gallagher Benefits Design received the top score, as shown above.

A contract for service has been drafted and is under legal review by Gallagher, at press time for council packets. When that review is completed, there may be some changes to the draft contract attached.

The selection team recommends that the Hailey City Council approve the selection of Gallagher Benefits to perform benefits design services for the City of Hailey.

The selection team further recommends that the Hailey City Council adopt Resolution 2018 -____, authorizing a contract fore services with Gallagher Benefits in an amount not to exceed \$5,000, contingent upon legal review of the contract and approval by the City Attorney.

The attachments include (1) draft contract for service, (2) Exhibit A, which is Gallaher’s proposal, and (3) the other two proposals received.

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:

Motion to approve the selection of Gallagher Benefits to perform benefits design services under Hailey’s SAFER Grant for firefighter recruitment and retention, and to adopt Resolution 2018- ~~146~~ authorizing a contract for services with Gallagher Benefits in an amount not to exceed \$5,000, contingent upon legal review and approval by the Hailey City Attorney.

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

**CITY OF HAILEY
RESOLUTION NO. 2018-146**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE EXECUTION OF A CONTRACT FOR SERVICES WITH
GALLAGHER BENEFITS TO DESIGN SERVICES FOR FIREFIGHTER
RECRUITMENT AND RETENTION AS PART OF THE SAFER GRANT FOR NOT TO
EXCEED FEE OF \$5,000.**

WHEREAS, the City of Hailey desires to enter into an agreement with the GALLAGHER BENEFIT SERVICES INC (GBS) under which GBS will perform design services for the City of Hailey firefighter recruitment and retention.

WHEREAS, the City of Hailey and GBS have agreed to the terms and conditions of the Contract for Consulting Services, a copy of which is attached hereto.

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

Passed this 26th day of November, 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

CONTRACT FOR CONSULTING SERVICES
(Gallagher Benefit Services, Inc.)

This Contract for Services ("Contract") is made and entered into this _____ day of November, 2018, by and between the City of Hailey, an Idaho municipal corporation ("Hailey") and Gallagher Benefit Services, Inc., ("GBS").

RECITALS

A. Hailey is a municipal corporation and political subdivision of the State of Idaho, and has authority to enter into this Contract. Fritz X. Haemmerle is the duly elected Mayor of Hailey. The Hailey City Council has authorized the Mayor to execute this Contract.

B. GBS is the employee benefits division of Arthur J. Gallagher & Co, a nationwide insurance and risk management firm with offices in Boise, Idaho.

C. GBS submitted a highly qualified proposal to Hailey for consulting services to design a benefit program for Hailey's paid-on-call firefighters under a FEMA Staffing for Adequate Fire and Emergency Response (SAFER) Grant. GBS meets the criteria required under federal grant procurement processes to perform the service to Hailey.

D. Hailey and GBS wish to enter into a contract identifying the consulting services and scope of work to be performed.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants, promises, agreements, terms and conditions set forth herein, the Parties covenant and agree as follows:

1. Benefits Consulting Services. GBS shall provide to Hailey consulting services necessary to design a benefits program for Hailey paid-on-call firefighters, as described in attached **Exhibit "A"**, Response to RFP, as submitted by GBS on November 2, 2018. In addition to the benefits described therein, GBS shall also advice on retirement, daycare, housing and other benefits that emerge as important to employees during the consulting process.

2. Term. This Contract is effective commencing on November 27, 2018, and continuing for the four (4) year period of the grant, through November 26, 2018. ("Term").

3. Consideration. Hailey shall pay GBS for the services provided in paragraph 1 under this Contract the sum of Five Thousand Dollars (\$5,000), as described for Phase 1 of the project in Attached Exhibit "A".

4. Additional Services. Hailey may request services from GBS that are in addition to the services set forth in Paragraph 1 and Exhibit "A" of this Contract and shall give GBS reasonable notice of such a request. When such a request is made, GBS and Hailey will not unreasonably withhold their approval of such additional services. Hailey

agrees to pay for any mutually agreed additional pay, equipment, supply, travel or any other costs relating to or resulting from the provision of services for the requested additional service.

5. Termination Process. In the event either party hereto desires to terminate this Contract prior to the expiration date, such Party may do so by giving thirty (30) days advance written notice to the other Party.

6. Insurance Requirements. GBS shall maintain in full force and effect, at its sole cost and expense, during the term of this Agreement, that commercial general liability insurance which it has previously acquired independently of this Contract, but which shall provide coverage for the purpose of protecting against liability for loss or damage, for bodily injury, property damage, personal injury, death, civil rights violations, and errors and omissions, relating to the operations under this Contract. Such insurance shall be non-cancellable except upon thirty (30) days prior written notice to the other Party.

7. Miscellaneous Provisions.

A. Amendment. This Contract may be revised, amended, or canceled in whole or in part, only by means of a written instrument executed by the parties hereto.

B. Assignment. Neither this Contract nor any portion thereof may be assigned by any party hereto without the prior written consent of the other party.

C. Default. In the event either party, its successor and assign, fail to faithfully comply with all the terms and conditions included in this Contract, it shall be in breach of this Contract. In addition to all other remedies at law or in equity, this Contract shall be enforceable by specific performance by either party hereto. All remedies shall be cumulative.

D. Notices. All notices to be served pursuant to this Agreement or which are served with regard to this Agreement shall be sent by certified mail, return receipt, to the parties at the following addresses:

City of Hailey
115 Main Street So.
Hailey, Idaho 83333

Gallagher Benefits Services, Inc.
~~Service address~~ 13965 W. Chinden Blvd., STE 300
~~City, state, zip code~~ Boise, ID 83713

All notices of changes of addresses shall be sent in the same manner.

E. Hold Harmless Agreement. GBS shall indemnify, defend and save and hold harmless Hailey, its officers, agents, and employees, from and against any and all claims, loss, damages, injury or liability, including but not limited to, the misapplication of Hailey funds, state or federal anti-trust violations, personal injury or death, damages to property, liability arising out of the use of materials, concepts, or processes protected by intellectual property rights and liens of workmen and material men, howsoever caused, resulting directly or indirectly from the performance of the Agreement.

F. Entire Contract. This Agreement contains the entire contract between the parties hereto and shall not be modified or changed in any manner, except by prior written contract executed by both parties hereto.

G. Succession. This Agreement shall be binding upon all successors in interest of either party hereto.

H. No Third Party Beneficiaries. This Agreement shall not create any rights or interest in any third parties.

I. Law of Idaho. This Agreement shall be construed in accordance with the laws of the State of Idaho.

J. Severability. If any clause, sentence, or paragraph of this Agreement is held by a court of competent jurisdiction to be invalid for any reason, such decision shall not affect the remaining portions, and the parties do now declare their intention that each such clause, sentence, or paragraph of this Agreement is a separate part hereof.

K. Preparation of Contract. No presumption shall exist in favor of or against any party to this Agreement as a result of the drafting and preparation of the document.

L. Attorney's Fees. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, to recover damages resulting from a breach hereof or if either party defaults in the performance of this Agreement, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal.

M. No Waiver. No waiver of any breach by either party of the terms of this Agreement shall be deemed a waiver of any subsequent breach of the Agreement.

N. Conflict of Interest. No officer or director of GBS who has decision making authority either by himself or by vote, and no immediate family member of such individual, shall have a direct pecuniary interest in any contract or subcontract for work to be performed in connection with this Agreement. The Chamber shall incorporate or cause to be incorporated in all such contracts, a provision prohibiting such interest pursuant to this provision.

IN WITNESS WHEREOF, the parties hereto have caused this Contract for Services to be executed on the day and year first written above.

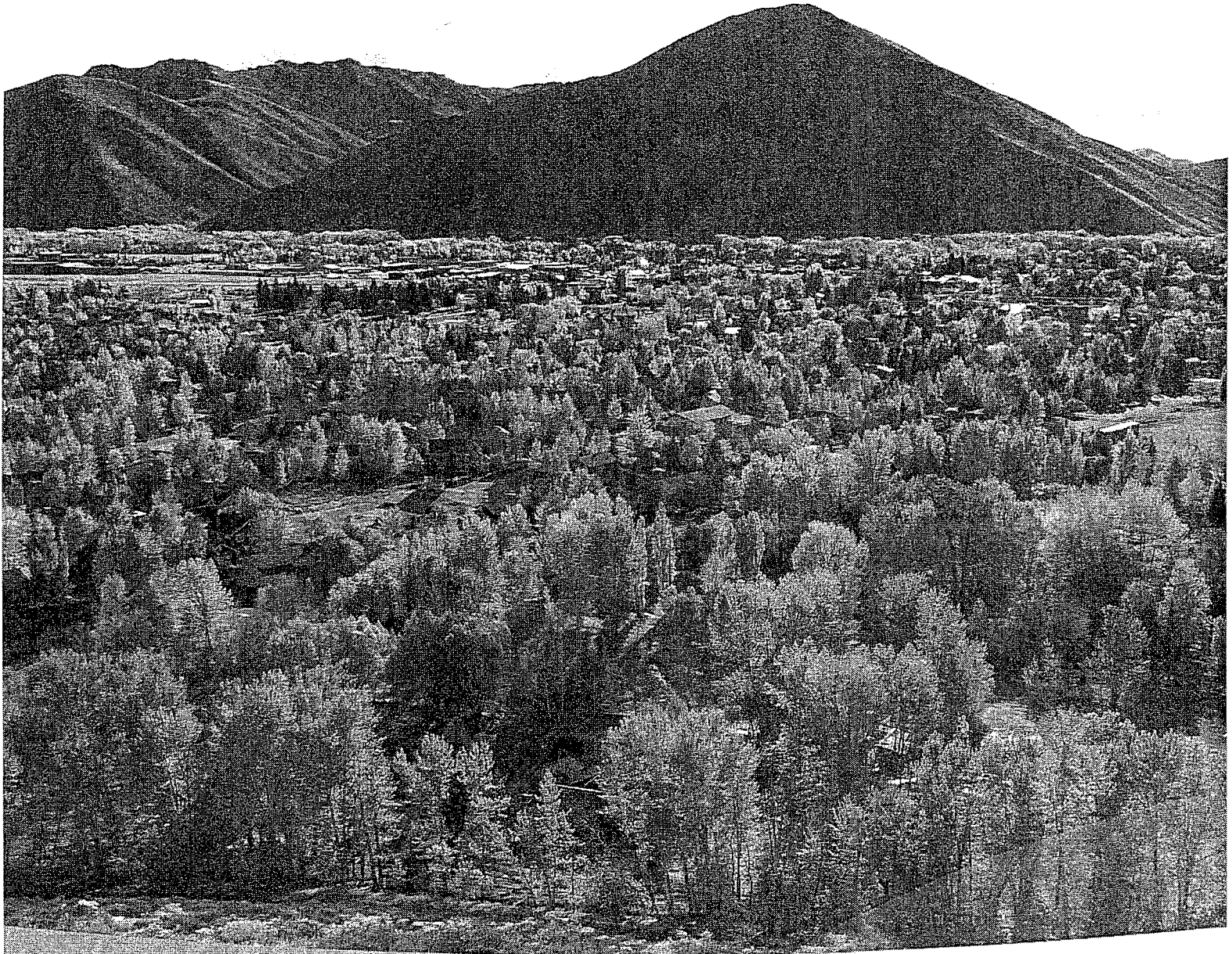
CITY OF HAILEY

Gallagher Benefits Services, Inc.

Fritz X. Haemmerle, Mayor

sfjslfjflajfla, President

Exhibit A



City of Hailey

Response to RFP – FEMA Staffing
for Adequate Fire and Emergency
Response (SAFER) Benefits

Presented November 2, 2018



Gallagher

Insurance | Risk Management | Consulting

Consulting and insurance brokerage services to be provided by Gallagher Benefit Services, Inc. and/or its affiliate Gallagher Benefit Services (Canada) Group Inc. Gallagher Benefit Services, Inc. is a licensed insurance agency that does business in California as "Gallagher Benefit Services of California Insurance Services" and in Massachusetts as "Gallagher Benefit Insurance Services." Neither Arthur J. Gallagher & Co., nor its affiliates provide accounting, legal or tax advice.

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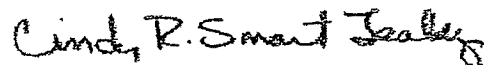
COVER LETTER

The Arthur J. Gallagher & Co. (Gallagher) team sincerely appreciates the opportunity to submit a proposal to obtain, implement, actively manage, and service the benefits aspect of The City of Hailey's SAFER Program as delineated in the your successful FEMA grant application. Based on the scope of services sought and qualifications outlined in the Request for Proposal, Gallagher is an excellent fit for The City of Hailey's Fire Department's needs due to our:

- Unmatched depth of services to support The City of Hailey's benefit programs and paid-on-call volunteers.
- Quality and stability of staff, which includes regional and national leaders in benefits consulting, analytics, underwriting, employee communications and eligibility management.
- Extensive resources in legal compliance consulting, including gap analysis and review to ensure The City of Hailey remains in compliance with health and welfare program requirements and all ACA requirements.
- Actionable, forward-looking strategy backed by solid analysis and clear implementation plans, helping you to develop a clear strategic plan.
- Commitment to complete transparency and disclosure in all our business dealings, including compensation.
- Understanding of our clients' culture to help them reach their members and be an employer of choice.

We have summarized our capabilities in this proposal based upon the outline provided in the request. Please contact us for any additional information or clarification to aid you in making your partner selection.

Thank you for the opportunity to be considered.



Cindy Smart - Tealey
Senior Benefit Consultant
208.901.3390
Cindy_Tealey@ajg.com

7. BRIEF COMPANY PROFILE INCLUDING PRIMARY AND SERVICE LOCATIONS

General Information

State the location of the main office of the agent or agency. Include other contact information such as mailing address, email address, phone and FAX numbers.

Gallagher Benefit Services, Inc. is the employee benefits division of the global leader in insurance and risk management, Arthur J. Gallagher & Co. Founded in 1927, Arthur J. Gallagher & Co. is one of the nation's top insurance and risk management firms with more than 600 offices across 100+ countries. A Fortune 500 company with over 25,000 paid-on-call volunteers worldwide, Gallagher is consistently recognized as a top caliber organization, including the Business Insurance Best Employee Benefits Consultant award in 2010, "Highest in Customer Satisfaction among Brokers for Large Commercial Insurance" by J.D. Powers for 2015, and has been included on Ethisphere's World's Most Ethical Companies list every year since 2012.

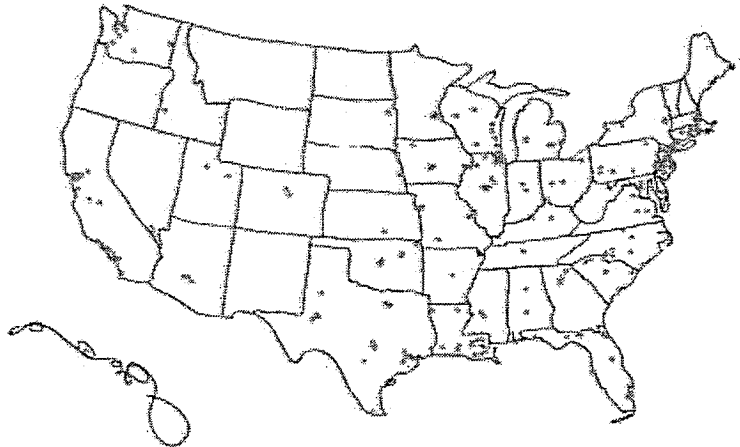
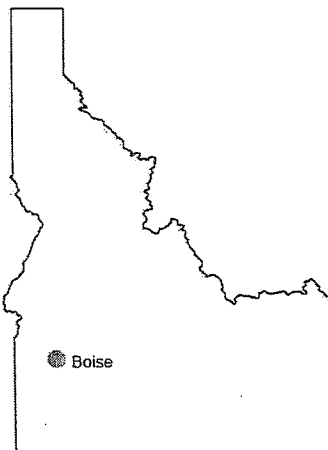


National Scope, Local Presence

The City of Hailey will be serviced from our Boise branch, located at:

13965 W. Chinden Blvd., Suite 300
Boise, ID 83713
Phone: 208.336.8666
Fax: 208.336.8741

Established locally in 1997, our Boise office is the largest employee benefits firm in the state of Idaho. We specialize in strategic benefits consulting, brokerage and administration. We maintain a staff of 18 in the Boise branch and continue to grow in order to facilitate our expanding client services. Additional resources include over 150 specialized staff members in Gallagher locations, servicing clients in the Pacific Northwest region and nationwide.



Gallagher Service Model and Philosophy

Benefits | Compensation | Retirement | Employee Communications | Workplace Culture

At the heart of **Gallagher Better Works** is a holistic focus on employee and organizational wellbeing. It's the guiding principle that informs every aspect of Gallagher's comprehensive approach to benefits, compensation, retirement, employee communications and workplace culture. **Gallagher Better Works** is how you turn your workplace from an obligation to a destination. It's how your best becomes better and your company becomes stronger. And it's only available from Gallagher.

ORGANIZATIONAL WELLBEING

Individual employee wellbeing is only part of the puzzle. Gallagher can help you develop a comprehensive strategy for managing risk, staying on top of compliance and clearly communicating your organization's vision.

- Total Wellbeing and Engagement Strategy
- Employee Communications
- Compliance Issues
- HR and Benefits Administration
- Technology Optimization
- Enterprise Risk Management

PHYSICAL & EMOTIONAL WELLBEING

Medical insurance is only the tip of the iceberg when it comes to your employees' physical and emotional wellbeing. Gallagher Better Works has dozens of ways to promote a healthier, happier workforce.

- Healthcare Plan Design and Consulting
- Healthcare Claims and Data Analysis
- Voluntary and Flex Benefits
- Workplace Flexibility Policies
- Community Involvement Programs
- Pharmacy Benefit Management

CAREER WELLBEING

In addition to developing a compensation structure that rewards the individuals who help your organization grow, Gallagher can help you set your employees up for career-long success.

- Compensation Structure
- Training and Coaching Programs
- Total Rewards Programs
- Surveys and Validation
- Human Resources Management



FINANCIAL WELLBEING

Many employees experience financial stress. Meet your employees wherever they are in their financial journey with education, communications and solutions supporting their spending and savings efforts. Gallagher can guide your investment strategy and help ensure your people are retirement-ready.

- Qualified and Non-qualified Retirement
- Life Insurance, Annuities and Pensions
- Executive Planning
- Institutional Investment Structure, Allocation and Monitoring

Solutions tailored to your needs.

Every organization faces different challenges and opportunities. That's why Gallagher has dedicated teams immersed in some of the more unique industries we serve. Take the first step toward making your workplace work better.

8. PROPOSED TEAM

Core Team

Please list the partners, subcontractors, and account representative(s) for your proposal, including the locations and contact information such as mailing address, email address, phone, and FAX numbers. Provide a brief resume of key team members.

Cindy Smart - Tealey, Senior Benefit Consultant



Cindy will serve as the lead consultant for the City of Hailey. Throughout her 33 year tenure in the employee benefits industry, she has consulted for a wide spectrum of clients, including the Treasure Valley Family YMCA, Blaine County, City of Nampa and Safe Haven Health Care. Cindy is also an active participant of the Human Resources Association of the Treasure Valley (HRATV) and Society of Human Resources Management (SHRM). She specializes in carrier renewal negotiations, strategic long term planning, self-funding, alternative benefit strategies, cost containment, employee communications and enrollment. Cindy earned her degree at Idaho State University while majoring in Marketing with a minor in accounting. She began her insurance career in 1980 in Pocatello, Idaho as the State Director for Colonial Life and Accident. Currently, located in the Boise office of Gallagher Benefit Services, Cindy is a consultant who works with clients throughout the state of Idaho

Trisha Barba, Client Manager



Trisha will serve as the lead contact for day-to-day account management and customer service inquiries for the City of Hailey. Trisha joined Gallagher in 2016. Her primary focus has been servicing small to midsize groups, while assisting with large self-funded accounts. Prior to Gallagher she worked for a Third Party Administrator where she focused on medical renewals, escalated claims issues, and client specific processes. Trisha brings with her an extensive knowledge and expertise in customer service, sales, and a bachelor's degree in business management.

Barbara Hopkins, Account Executive



Barbara will serve as the back-up contact for day-to-day account management and customer service inquiries for The City of Hailey. Barbara joined Gallagher in 2005, after having worked at St. Luke's Internal Medicine (Boise) assisting patients with HMO referrals. In 1999 she was hired on with a local consulting firm where she became a licensed consultant. She provided customer service, COBRA administration, inside sales of Individual and Group products as well as group setup and enrollment. Barbara also acts as consultant and account representative for small and midsize clients. She also conducts one-on-one meetings with our clients as well as individual employee to educate and help implement employee benefit programs and health care compliance.

Extended Team

In addition to the core team, Gallagher will dedicate a team of experts to the service of The City of Hailey. The following is a chart of all the team members – with both core and functional responsibilities – designated to service your organization and paid-on-call volunteers. We have included titles and brief descriptions of each person's duties to clarify the organizational structure and reflect the depth of our human resources.

Please reference the chart below:

Name	Title	Role	Qualifications
Cindy Smart Tealey	Senior Benefit Consultant Boise Branch	Lead Consultant; Primary contact for benefits strategy and service needs	33+ years in employee benefits consulting; licensed producer
Trisha Barba	Client Manager Boise Branch	Lead contact for day-to-day customer service inquiries; account management	10+ years in employee benefit account management & customer service
Barbara Hopkins	Account Executive Boise Branch	Back up contact for day-to-day customer service inquiries; account management	20+ years in employee benefit account management & customer service
Elle Schramm	Benefits Analyst Boise Branch	Financial Analysis and Reporting	13+ years in employee benefit management and underwriting
Sally Wineman, J.D.	Area Senior Vice President, Compliance Counsel	Legal compliance consulting and education	Benefits attorney; 26 years in benefits compliance; backed by in-house and national compliance specialists
Rebecca Kruske, M.Ed., CWP	Wellbeing & Engagement Practice Leader	Oversees employee health & wellness program strategies	10 years in health & wellness consulting
Rich Dickman	Senior Client Consultant; HRA & VEBA Consulting	Contact for VEBA trust, health reimbursement arrangements and benefits delivery systems	19+ years HRA VEBA consulting; licensed producer
Bryce Craig	Voluntary Benefits Practice Leader, Benefits & HR	Implementation of innovative voluntary benefit solutions	10+ years of experience in voluntary benefits

9. SIMILAR EXPERIENCE, INCLUDING OTHER MUNICIPAL AND RELEVANT CLIENTS

Client References

Please furnish three references from other municipal or similar clients, ideally from our local community. Please detail the programs of current clients to include: number of employees, current cost of program, years with the program, carrier/health insurance provider, budget history for the past 3 years, and any other relevant information that may assist us with making a decision.

Gallagher Benefit Services, Inc. serves a significant number of clients within the local region. The below noted Gallagher client references have been made available to The City of Hailey for contact and dialogue regarding our relationship and the services we provided.

Client Name	Employees	Client Since	Client Contact Details
Blaine County	195	2016	Mandy Pomeroy Administrative Services Manager 208.788.5547 mpomeroy@co.blaine.id.us
Blaine County School District	500	1999	Shannon Maza Human Resources Director 208.578.5013 smaza@blaineschools.org
Friedman Memorial Airport	12	2017	Steve Guthrie Security Coordinator 208.788.4956 xt. 107 steve@iflysun.com
			Chris Pomeroy Airport Manager 208.788.9003 chris@iflysun.com

Note: Budget history, providers, and program costs are proprietary details for which we are unable to disclose without a signed Non-Disclosure Agreement (NDA) and client approval.

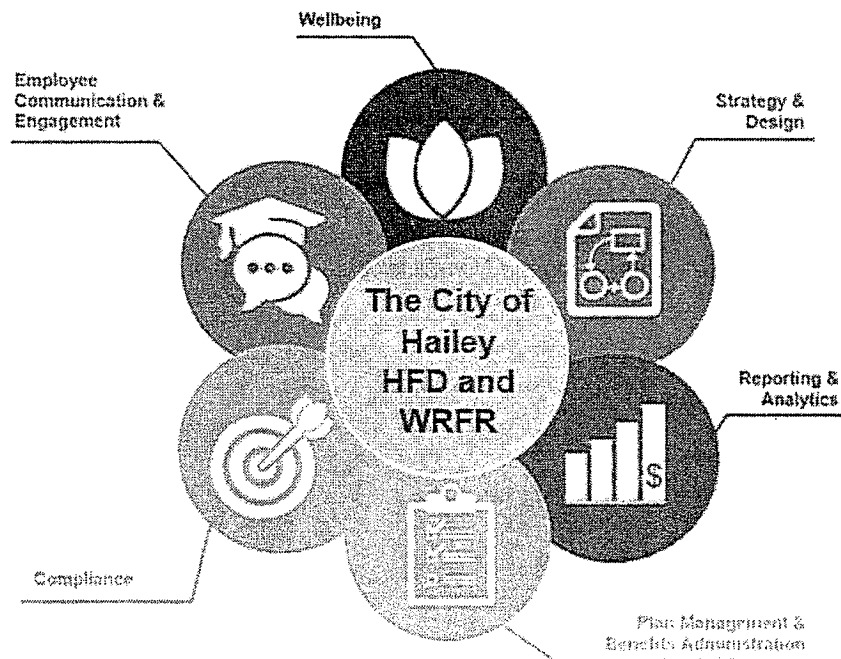
10. PROGRAM DESIGN APPROACH AND CREATIVE SOLUTIONS

Integrated Approach

Describe the steps and process for working with the City to design and implement this benefits program. This is the section of the RFP where you can apply your experience, knowledge ideas, programs and concepts for the City to consider. For example: alternative insurances such as long term/short term disability, Group life, wellness/reward programs, individualized lifestyle improvement strategies, offset programs to increased deductibles, Health Risk Assessments, debit card for processing claims, informational WEB site.

Gallagher is distinguished among our competitors with a **comprehensive, holistic value proposition**. We offer a full range of broker, consulting, and administrative services. For each client, we create a custom integrated service platform, incorporating all the appropriate expertise and resources needed to help you attain your strategic objectives.

Based on the scope of services outlined, we understand the City's top concerns to be cost savings while offering comprehensive, **easy-to-navigate** supplemental benefits to paid-on-call volunteers, while staying ahead of the curve with legislative legal compliance. Our **long-term strategic approach** aims to not only help design and manage benefits programs satisfying current needs, but to develop a forward-looking strategy with built-in cost containment measures for upcoming years. We will work with the City's team to develop a multi-year plan that will ensure the benefits program is in sync with your short and long-term objectives.



In addition to the above, our aim is to listen to your concerns and objectives. This is immediately followed by a period of discovery & analysis, goal setting, identifying compliance opportunities, evaluating strategic and tactical options, and finally, implementation and management. Your Gallagher team is available to meet regularly, at minimum quarterly, to facilitate these objectives.

Discovery & Analysis



Demographics: Analyze employee characteristics

Total Wellbeing: Benchmark plan within industry and develop strategy focused on quality service, cost containment and employee satisfaction

Cost and Financial Modeling: Inventory programs while focusing on key cost drivers, outcomes and comparisons with benchmarks

Satisfaction: Survey population and provide paid-on-call volunteer assessment of current benefit programs including the communication of benefits

Desired State and Goal Setting



Determine Differences: Identify areas where meaningful changes are expected for the organization, paid-on-call volunteers and macro environment

Identify Impacts: Provide evaluations of the preferred future state and impacts of changing variables to benefit committee

Develop Specific Goals: Use tangible metrics to outline goals for the next three (3) years with benefit committee

Identify Compliance Opportunities



Compliance Review: Complete compliance review to identify any potential gaps or opportunities for improvement.

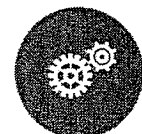
Strategic and Tactical Options Evaluation



Develop Strategic Alternatives: Leverage the gaps and opportunities analysis to create options for reaching goals over the next three (3) years

Propose Tactics: Evaluate tactics that will support strategic alternatives while taking into consideration company culture, benchmarking data, and other factors

Implementation and Management



Vendor Selection: Select and secure the most qualified vendors with the most favorable terms (including performance guarantees) to deliver the programs and designs determined by this strategic planning process

Implementation: Onboard newly customized programs based on identified needs

Integration: Introduce programs to paid-on-call volunteers, ensuring a positive onboarding experience

Measurement: Identify key metrics with benefits committee to be regularly tracked to determine performance and provide insight for continued strategic opportunities

Communicate & Engage: Develop a communication strategy to educate and engage staff so they perceive value

Advocacy: Implement Benefit Advocate Center (BAC) to answer employee questions, educate members, resolve issues and assist in resolving claims issues

Vendor Selection, Performance, and Management

Proper vendor management begins with the selection of the right partner for The City of Hailey's paid-on-call volunteers' benefits program. As one of the leading national employee benefits consulting firms, Gallagher offers you the highest level of market leverage and influence. Gallagher has established strong, senior-level, long-standing relationships and sizeable placements with carriers, locally, regionally, and nationally. Our strong market presence ensures that each of our clients will have access to the most competitive products and pricing available in the marketplace. We have extensive experience handling market solicitations, including preparation of the specifications, identifying viable companies, screening proposals, and reporting results in an objective format to you.

See Supplemental Information 1 - *Sample listing of preferred status carriers and vendors*

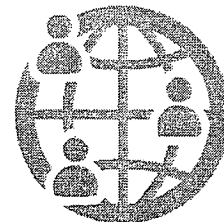
Acting as a full-service extension of The City of Hailey's HR department, Gallagher will represent your best interests in all interactions with carriers and vendors including negotiations and handling all ongoing service. We will attend and lead all scheduled vendor meetings, and we'll make vendor performance a standard agenda topic for our meetings with you.

Your Gallagher team will also provide the service, support and training your staff needs to work effectively with the selected vendors. We will coordinate all open enrollment activities, facilitate contract review, and support all of your communications needs.

Voluntary Services

Please note, some services are provided outside of our standard compensation.

Voluntary Benefits allow your paid-on-call volunteers to elect additional benefits based on their needs and can be tailored to compliment existing benefit plans, which results in a more robust employer total rewards package:



Permanent Life Insurance with Long Term Care

(Universal or Whole Life): Permanent Life Insurance with Long Term Care compliments term life insurance as it provides additional life insurance as an individually owned policy, has premiums that do not increase with age, accumulates cash value, and also offers long term care protection.

Critical Illness / Cancer Insurance: Critical Illness / Cancer Insurance provides a lump sum payment when diagnosed with a covered critical illness or cancer, which can be used for any purpose, such as co-payments, co-insurance, deductibles, loss of income, daycare, travel expenses or even experimental treatments.

Disability Insurance: Disability Insurance is highly valued as it helps supplement the loss of income during a temporary or extended leave of absence from work due to covered illnesses or injuries, such as pregnancy or surgery. Multiple program offerings are available, such as short-term, long-term or buy-ups to employer paid base plans.

Accident Insurance: Accident Insurance provides payments direct to participants based on a schedule of benefits to the participant for covered injuries, which typically result in out of pocket costs within major medical.

Employee Assistance Program (EAP): Most of us manage our lives successfully. There are times, however, when situations may prove too tough to get through by ourselves and our personal concerns may interfere with relationships, job performance, and physical health. An EAP plan is a professional counseling service dedicated to assisting employees and their family members through a period of personal difficulty.

Hospital Indemnity Insurance: Hospital Indemnity Insurance is designed to supplement medical insurance (no coordination) by providing payments direct to participants based on a schedule of benefits and can help cover out-of-pocket expenses like co-payments, co-insurance, deductibles and other costs associated with hospitalization due to covered illnesses or injuries.

Auto and Home Insurance: Auto and Home Insurance is needed by a vast majority of paid-on-call volunteers. Policyholders benefit from special program savings and additional discounts. Coverage is available for boats, RVs, personal excess liability and more.

Legal Plan: Legal Plans provide participants with the ability to receive legal services from a national network of thousands of law firms and participating plan attorneys. Legal plan benefits are easy to use with fully covered services provided. Sample covered services include: Wills, Powers of Attorney, Real Estate, Adoption and Bankruptcy.

Identity Theft Insurance: Identity Theft Insurance focuses on helping an individual recover financially when his or her identity is stolen by someone else. Often combined with other identity theft services such as credit monitoring, Identity Theft insurance is designed to handle any residual charges and debts that were incurred as a result of the theft.

Employee Product Purchasing: Employee Product Purchasing programs help paid-on-call volunteers buy brand name computers, electronics and home appliances, interest free, through payroll deduction. Payments are consolidated into one amount and deducted over a 12 month period.

Pet Insurance: Offers group level discounts for covering an employee's Pets.

Student-loan repayment programs: Provides paid-on-call volunteers the opportunity to refinance their student loans and even contribute to their loan repayment through payroll deductions. This program also gives employers the opportunity to contribute to the student loan debt.

Alternative Consumer Loans: Enables paid-on-call volunteers to apply for loans online and repay them automatically through equal installment payroll deductions. The loan rates are much lower than credit cards, payday loans, or 90-day same as cash options

Employee Discount Programs: Employee Discount Programs offer paid-on-call volunteers a collection of local and national perks and discounts, cash back shopping and personal concierge services.

HRA/VEBA: Gallagher represents 90% of counties, cities, school districts and special purpose districts in Washington, Oregon, and Idaho for HRA VEBA consulting services. The City currently works with Gallagher for HRA VEBA consulting.

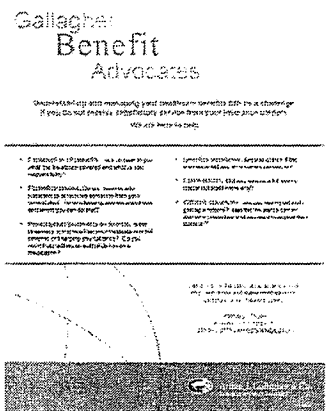
In addition to the consulting and administrative services described throughout this proposal, Gallagher offers HRA VEBA consulting through Gallagher VEBA. In continuing our tradition of offering best practices to public employers, Rich Dickman of Gallagher VEBA currently supports the City with your HRA VEBA Plan. This plan is available to public employees in the Northwest. Gallagher VEBA has been the plan consultant to the HRA VEBA Plan since its inception in 1990, and offers full-service consulting for medical reimbursement plans and trusts. Our expertise includes plan implementation, regulatory compliance, ongoing administration, and customer service. We have extensive experience assisting our clients fund and accumulate assets for current and future retiree medical benefits.

This is an outline of voluntary insurance products that would be based upon the information provided by you or your company and carrier proposals. It does not include any confirmed proposals, all the terms, coverages, exclusions, limitations, and conditions of the actual contract language. Future proposals, policies and contracts would include actual language.

Benefit Advocacy Center

Gallagher offers a sophisticated in-house employee advocacy service. Our dedicated staff of Benefit Advocates answer questions, educate members, resolve issues and assist in resolving claim issues. Cornerstone Healthcare, Inc.'s members will have a toll-free number and e-mail access to the Benefit Advocate Center from 7:00 a.m. to 7:00 p.m. Mountain Standard Time, Monday through Friday.

Gallagher takes great care to return all calls either by phone or email within two (2) hours. With the exception of unusual circumstances, our Benefit Advocates resolve issues within 48 hours of notification. Each of our Benefit Advocates is required to have prior extensive customer service experience with an insurance carrier. We record all calls for quality assurance purposes, and log all calls in a HIPAA-secure database. We use our call log reports to evaluate members' level of plan perception and understanding, as well as to gauge vendors' performance.



Connect2MyBenefits

Our **Connect2MyBenefits** website provides your paid-on-call volunteers and their dependents 24/7 access to essential benefit information and tools without the need to contact HR.

Connect2MyBenefits

Challenger Traveler Insurance is proud to partner with Phlebotomists to deliver a personalized experience. By using our website, you can access the online version of our...
 Connect2MyBenefits provides personalized, up-to-date information and decision support tools. The myBenefits website is available 24/7, so you can access the information you need when you need it. It's easy to use, and it's always up-to-date. You can also access the information you need when you need it. It's easy to use, and it's always up-to-date.

- Integrated access to multiple systems with single sign-on
- Personalized information and decision support tools
- Real-time information and decision support tools

Key Capabilities

Employees	HR Administration
<ul style="list-style-type: none"> • Benefit & HR Forms • Benefit Summaries • Branded Homepage <ul style="list-style-type: none"> • Carrier Links • Comparison Charts • Educational Content • Employee Handbooks • Government Benefits Protection <ul style="list-style-type: none"> • Healthcare Advisor • Life Event Guides • Syndicated News Feeds • View Announcements 	<ul style="list-style-type: none"> • Add Links • Create Announcements • Create Event Checklists • Post Forms and Documents

Plan Administration & Legislative Compliance

Gallagher maintains an **in-house legal compliance practice** whose aim is to assist our clients in meeting the complex legal requirements for health and welfare plan sponsors in the most efficient manner. Our local team includes a benefits attorney, senior compliance consultant and two compliance specialists.



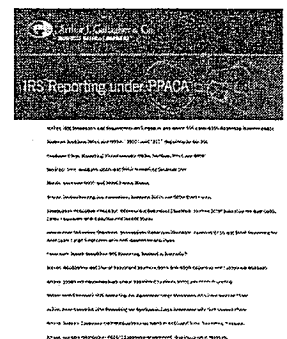
Scope of Legal Compliance Services

- ◆ **Education:** Our compliance experts interpret legislative developments on such topics as state legislation, PPACA (healthcare reform), COBRA, HIPAA, Medicare Part D and many others, and circulate that information through newsletters, technical bulletins, educational guides, seminars and webinars.
- ◆ **Consulting:** Our compliance experts will work alongside your Gallagher consulting team and with your staff and/or your legal counsel to help resolve complex situations and answer questions.
- ◆ **Ongoing Administration:** As part of our consulting engagement, we will annually conduct a thorough review of your contracts and booklets.

Informative Publications

Our compliance and communications teams continually scan the federal and state legislative environments for any developments of importance to employee benefit plan sponsors. The following list provides examples of the informative publications and resources Gallagher offers to our clients to keep them up-to-date on compliance requirements.

- ◆ Monthly electronic newsletter, **Directions**
- ◆ Technical Bulletins
- ◆ AJGHealthcareReform.com
- ◆ Compliance Toolkits and Checklists
- ◆ Healthcare Reform FAQs
- ◆ Healthcare Reform Update Newsletters
- ◆ Monthly Webinars
- ◆ Live Strategic Seminar Series focusing on emerging trends and strategies.



See Supplemental Information 2 - 'Directions' Compliance Publication –October 2018

Wellbeing and Engagement

At Gallagher, we believe education is key and understand the wellbeing landscape is continuously changing and evolving. As part of our benefits strategy development, we evaluate a variety of options to implement long-term controls for benefits utilization through wellness and health risk management programs, design appropriate incentive structures and deliver decision support tools and employee education.

In order to stay ahead of the trends and provide clients with industry best practices, we leverage a multitude of communication platforms and sources including, but not limited to:

- Bi-annual strategy meetings
- Wellness Program Compliance Updates
- Monthly newsletters and email campaigns
- Invitation to annual seminars
- Thematic / Topical webinars
- Hosting of roundtables and focus groups
- Regular updates / briefings during routine meetings and / or calls
- Wellbeing & Engagement Microsite with up-to-date, content
- Invitations to wellbeing vendors' webinars and events
- Wellness Navigator tool for best in class vendor RFPs
- Designing a Compliance Wellness Program Toolkit
- Employer and employee resource guide
- Best Apps Review
- 12 Month Financial Health Plan



- **Consultation:** Analysis and assessment of medical and pharmaceutical data to identify the most beneficial programs
- **Coordination:** Manage all facets of the program, including vendor and community partners, to ensure the integrity of the program and to achieve program goals
- **Customization:** Create a customized wellness program based on your data to meet your healthy lifestyle goals:

11. PROPOSED COSTS

Cost Proposal

Phase 1: Program Design and Set-up;

Cost estimate associated with the design and set-up of the benefits program, along with anticipated staffing levels and a fee schedule.

Phase 2: Third Party Administration:

Please provide a fee schedule and any other pertinent information, to reflect administrative costs of the benefits program.

At Gallagher, we customize our compensation arrangements to meet the needs of each client and nature of services they have requested. Our overall approach to compensation, however, never changes — we make these promises to all of our clients:

- The method of compensation does not change our approach to our work. Our objectivity is assured as we answer only to our clients, and our compensation is the same regardless of the source.
- Arthur J. Gallagher and Co. and its subsidiaries, including Gallagher Benefit Services, Inc., **accepts only client-authorized compensation** as payment for our consulting services. The proposed compensation will be the total compensation received by Gallagher for services rendered to The City of Hailey.
- Our compensation will be a fair reflection of the services we are asked to provide. We clearly and thoroughly review compensation in our Benefits Analysis and again with a formal Compensation Disclosure Form for your records.
- Our compensation will be inclusive and agreed upon in advance – there will be no unexpected fees.

Most importantly, our goal is to provide value to our clients. Gallagher believes in **complete transparency** in both the services that we perform and the fees that are associated with them.

Proposed Compensation

Phase 1: Gallagher proposes a **Consulting Fee of \$5,000** plus any mutually agreed-upon core and ancillary lines of coverage, in order to perform the scope of services sought by The City of Hailey and outlined within our request for proposal response.

Phase 2: Based on the final benefit program design, and if determined necessary by the City of Hailey, Gallagher will evaluate a **proposed fee not to exceed \$10,000**, based on scope of work decided upon by the City to implement Third Party Administration (TPA) services.

Supplemental Compensation

Gallagher may receive supplemental compensation that is referred to in a variety of terms and definitions, such as contingent commissions, additional commissions and supplemental commission. Supplemental compensation does not impact a specific client's rates or premiums. Note that programs vary annually and there is no guarantee from year to year that supplemental compensation programs will continue to be offered by insurers. **We will only accept supplemental compensation with direct approval from the client.**

Our clients are always our top priority and we take pride in the fact we put our clients first. Supplemental compensation is not used to influence which products will be shown or recommended to clients. Gallagher is committed to full transparency and we look to our clients for direction as to how we are to be compensated for the services provided.

SUPPLEMENTAL INFORMATION

- Supplement 1* Preferred Carrier and Vendor Sample List
- Supplement 2* 'Directions' Compliance Publication –October 2018



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Preferred Carrier and Vendor Sample List

Gallagher Benefit Services, Inc. maintains preferred vendor status with most insurance carriers. This gives us leverage and access to negotiate favorable rates on behalf of our clients. The following list is a sampling of those carriers with which we have a preferred status and, therefore, can be trusted to write the insurance policies our clients require. Note: this list is a sampling only and is not inclusive of all carriers with whom Gallagher Benefit Services, Inc. maintains preferred status.

- Aetna
- AFLAC
- Allegiance Benefit Plan Management
- Allstate Insurance Company
- AmeriBen
- Ameritas
- American Fidelity
- Anthem
- Blue Cross of Idaho
- Cigna
- Colonial Life & Accident Insurance Co
- CVS/Caremark
- Delta Dental
- Express Scripts
- Employee Benefit Management Service (EBMS)
- First Choice
- Flores & Associates
- Guardian
- Hartford
- HealthNet
- ING
- Kaiser
- Liberty Mutual
- LifeMap
- Lincoln National
- MetLife
- Moda Health
- Navia
- Pacific Source Health Plans
- Premera Blue Cross
- PrimePay
- Providence Health Plan
- Prudential
- Regence Blue Shield of ID
- Reliance Standard
- SelectHealth
- Standard
- Sterling Wellness Solutions
- SunLife
- Symetra
- Timber Products Manufactures (TPM)
- Transamerica Life Insurance Company
- United Healthcare
- United Heritage
- UNUM
- USABLE Life
- Vision Service Plan (VSP)
- Willamette Dental



October 2018

HCR Updates

- May 8, 2018
- February 14, 2018
- January 23, 2018

Recorded Webinars

- Analyzing Mental Health Parity
September 27, 2018
- Annual Enrollment: Updates and Upcoming Changes
August 16, 2018
- The Importance of Plan Documents & SPDs
June 26, 2018

Coming Soon!

Year-end Review and Reminders—November 2018

Archived Resources

- HCR Update
- Recorded Webinars
- Directions Newsletter
- Technical Bulletin
- AJG Healthcare Reform

Health & Welfare

IRS Releases Final 1094 and 1095 Instructions and Forms for 2018

Gallagher

Tax Relief for Victims of Hurricane Michael in Florida

Gallagher

Recognizing Employee Barriers to Mental Health Services

Benefits Pro

HELP committee zooms in on health care price transparency

Spencer's Benefits

Cafeteria Plan Election Rules – Change in Number of Dependents

Gallagher

Multinational

Germany: Maternity Protection Act Risk Assessment

Gallagher

Retirement

IRS Private Ruling may clear the way for 401(k) student loan repayment benefits

Gallagher

Human Resources

New DOL Issues Guidance on FMLA Leave for Organ Donation

Gallagher

IRS Provides Guidance on Tax Credit for Paid Family and Medical Leave

Gallagher

State Law Review

Maine to Implement Surcharge on All Insurance Policies

Gallagher

New Jersey Issues Proposed Sick Leave Regulations

Gallagher

What's New in State Laws

CCH, Incorporated

Important Reminder

Upcoming Deadlines

Gallagher



Health & Welfare

IRS Releases Final 1094 and 1095 Instructions and Forms for 2018 Gallagher

The Internal Revenue Service (“IRS”) released final 2018 Forms 1094-B, 1095-B, 1094-C, and 1095-C (“Forms”) for reporting 2018 coverage in early 2019. The IRS has also released two sets of final Instructions – one set for Forms 1094-B and 1095-B and another set for Forms 1094-C and 1095-C. Although the final Instructions and Forms did not see substantial changes this year, in this article, we highlight notable changes.

Instructions and Forms 1094-B and 1095-B

Forms 1094-B and 1095-B are used by providers of minimum essential coverage (“MEC”) that are required by the Patient Protection and Affordable Care Act (“PPACA”) to report under IRS Code Section 6055. The information on Forms 1094-B and 1095-B allows the IRS to determine whether individuals have complied with the Individual Mandate and whether an individual may owe a tax penalty for failure to maintain health coverage throughout calendar year 2018. Note that no changes were made to Form 1094-B.

- Deadline for filing with the IRS. For Forms 1094-B and 1095-B filed in 2019, the reporting deadlines remain the same – February 28 (paper filing) and March 31 (electronic filing). However, since March 31, 2019 is a Sunday, the electronic filing deadline is extended to Monday April 1, 2019.
- Deadline for furnishing disclosure to individuals. For Form 1095-B, the disclosure deadline to individuals remains the same – January 31, 2019.
- Penalties. An update to the “Information Reporting Penalties” section indicates that the penalty for failure to file a correct information return and the penalty for failure to provide a correct payee statement increased to \$270 per return for 2018 and the total penalty amount for a calendar year has increased to \$3,275,500.
- What’s New. Under the “What’s New” section for the final Forms 1094-B and 1095-B Instructions, health insurers are encouraged (but not required) to report coverage in catastrophic health plans enrolled in through the Marketplace during 2018. However, that change does not impact employers using Forms 1094-B and 1095-B, and this recommendation was also included in the final 2017 Instructions for Forms 1094-B and 1095-B.
- Formatting change to reporting names. Form 1095-B now has three separate fields to enter first name, middle initial, and last name; whereas previously the Form contained a single field.



Instructions and Forms 1094-C and 1095-C

Applicable large employers (“ALEs”) must file Forms 1094-C and 1095-C under IRS Code Section 6056 to report on health coverage offered to full-time employees during the calendar year. This reporting allows the IRS to determine if individuals are eligible for tax credits in the Marketplace and whether an employer may be subject to an Employer Shared Responsibility penalty.

- Deadline for filing with the IRS. For Forms 1094-C and 1095-C filed in 2019, the reporting deadlines remain the same – February 28 (paper filing) and March 31 (electronic filing). However, since March 31, 2019 is a Sunday, the electronic filing deadline is extended to Monday April 1, 2019.
- Deadline for furnishing disclosure to individuals. For Form 1095-C, the disclosure deadline to individuals remains the same – January 31, 2019.
- Penalties. An update to the “Information Reporting Penalties” section indicates that the penalty for failure to file a correct information return and the penalty for failure to provide a correct payee statement increased to \$270 per return for 2018 and the total penalty amount for a calendar year has increased to \$3,275,500.
- Obtaining an EIN. The website address to obtain an EIN was changed to www.irs.gov/EIN. An EIN is required for an organization that must comply with the reporting requirements.
- Affordability. The affordability references were changed to 9.69% for 2017 and 9.56% for 2018. These numbers also reflect amounts that are changed due to indexing. As noted in prior publications, the indexed amount for 2018 is lower than 2017, and thus affordability is at a lower threshold for 2018.
- Formatting change to reporting names. Form 1095-C now has three separate fields to enter first name, middle initial, and last name; whereas previously the Form contained a single field.

Resources

- [2018 Form 1094-C](#) (transmittal to IRS)
- [2018 Form 1095-C](#) (statement to individual)
- [2018 Instructions for Forms 1094-C and 1095-C](#)
- [2018 Form 1094-B](#) (transmittal to IRS)
- [2018 Form 1095-B](#) (statement to individual)



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- 2018 Instructions for Forms 1094-B and 1095-B
-

Tax Relief for Victims of Hurricane Michael in Florida Certain Filing Deadlines Extended to February 28, 2019 Gallagher

The Internal Revenue Service (“IRS”) granted victims of Hurricane Michael additional time to file certain tax filings and make payments. The IRS said that it is offering relief “to any Major Disaster Declaration area designated by the Federal Emergency Management Agency (“FEMA”) as qualifying for either individual or public assistance. Currently, this only includes parts of Florida, but taxpayers in localities added later to the disaster area, including those in other states, will automatically receive the same filing and payment relief.” Initially, the relief was extended to those who reside or have a business in the Florida counties of Bay, Calhoun, Franklin, Gadsden, Gulf, Hamilton, Jackson, Jefferson, Leon, Liberty, Madison, Suwannee, Taylor, and Wakulla. But the relief has been extended to individuals and organizations in the Florida counties of Holmes and Washington. Other locations are likely to be added. For a current list of locations, see the IRS webpage for Hurricane Michael:

<https://www.irs.gov/newsroom/help-for-victims-of-hurricane-michael>.

The IRS’ tax relief postpones various tax filing and payment deadlines that occurred starting on October 7, 2018. As a result, affected individuals and businesses will have until February 28, 2019, to file returns and pay any taxes that were originally due during this period. For example, the extended deadline of February 28, 2019 applies to the following:

- Forms 5500 due on or after October 7, 2018 and before February 28, 2019; and
- Quarterly payroll and excise tax returns normally due on Oct. 31, 2018 and Jan. 31, 2019.

In addition, tax-exempt organizations operating on a calendar-year basis with automatic extensions due to run out on November 15, 2018, and calendar-year corporations whose 2017 extensions run out on October 15, 2018 are entitled to extensions.

Further, penalties on payroll and excise tax deposits due on or after October 7, 2018, and before October 22, 2018, will be abated as long as the deposits are made by October 22, 2018.

Individual taxpayers are also entitled to relief. Individuals who had valid extensions to file their 2017 returns due to run out on October 15, 2018, will now have until February 28, 2019, to file. The February 28, 2019 extension also applies to quarterly estimated income tax payments due on January 15, 2019.



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If an affected taxpayer receives a late filing or late payment penalty notice from the IRS that has an original or extended filing, payment or deposit due date that falls within the postponement period, the taxpayer should call the telephone number on the notice to have the IRS abate the penalty. The IRS automatically identifies taxpayers located in the covered disaster area and applies automatic filing and payment relief. But affected taxpayers who reside or have businesses located outside the covered disaster area must call the IRS disaster hotline at 866-562-5227 to request this tax relief. The IRS announcement on Hurricane Michael can be accessed by clicking [here](#); while additional general disaster assistance information from the IRS can be accessed by clicking [here](#).

Further, penalties on payroll and excise tax deposits due on or after October 7, 2018, and before October 22, 2018, will be abated as long as the deposits are made by October 22, 2018.

Individual taxpayers are also entitled to relief. Individuals who had valid extensions to file their 2017 returns due to run out on October 15, 2018, will now have until February 28, 2019, to file. The February 28, 2019 extension also applies to quarterly estimated income tax payments due on January 15, 2019.

If an affected taxpayer receives a late filing or late payment penalty notice from the IRS that has an original or extended filing, payment or deposit due date that falls within the postponement period, the taxpayer should call the telephone number on the notice to have the IRS abate the penalty. The IRS automatically identifies taxpayers located in the covered disaster area and applies automatic filing and payment relief. But affected taxpayers who reside or have businesses located outside the covered disaster area must call the IRS disaster hotline at 866-562-5227 to request this tax relief. The IRS announcement on Hurricane Michael can be accessed by clicking [here](#); while additional general disaster assistance information from the IRS can be accessed by clicking [here](#)

Recognizing Employee Barriers to Mental Health Services

September, 2018

Benefits Pro

Each year in the United States, approximately 44.7 million adults aged 18 or older (18.3 percent of all U.S. adults) experience a mental health condition. Of those, 10.4 million are categorized as serious. In addition to the impact on the United States, these conditions are known to produce significant risk and disability globally. According to the World Health Organization (WHO) the global share of disability due to mental health conditions is projected to rise to 14.7 percent in 2020, almost a 50 percent increase in



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share of disability from 10.5 percent in 1990, making depression the leading cause of disability worldwide.

To address these concerns, organizations and workplaces have made considerable efforts over the past decade to promote employee mental health benefits and services. Yet even when employees know where to go for help, some remain hesitant to reach out, afraid to admit or acknowledge that they are stressed, anxious or depressed. They may not recognize that what they are experiencing is a common, treatable health condition. Despite the prevalence of mental health conditions among adults, approximately two-thirds of people with symptoms matching clinical criteria for mental and substance use disorders do not receive treatment.

There are a number of reasons why employees do not seek treatment. Pervasive social stigma and lack of awareness of resources and their effectiveness are among the most common from keeping employees from seeking care. Furthermore, employees with mental health conditions often face work-related discrimination, such as limited independence, increase in supervision, jeopardized job-security, or restriction on their career advancement. This often results in workers taking great lengths to ensure that co-workers and managers do not find out about their conditions, which includes avoiding employee assistance programs and effective treatment options.

Comprehensive workplace mental health programming

Programs and activities directed toward employees should encourage help-seeking, support efforts to reduce stigma associated with help-seeking and mental health conditions and enhance connectedness in the workplace and in the community. To overcome employee barriers to accessing treatment, organizations must take a proactive approach in identifying and managing mental health problems among their employees.

These efforts, however, must be supported by a workplace culture that is supportive of employees engaged in treatment for mental health conditions. Successful programs take a comprehensive approach to health that may include changes to the work environment to encourage healthy behaviors in multiple domains of health.

Employee Assistance Programs (EAPs) can play a critical role in supporting employee mental health. EAPs are designed to offer confidential short-term counseling and information to employees for work and personal concerns that may affect workplace performance. In addition to services and support for employee mental health concerns, EAPs offer resources and information on child and elder care services, support groups, stress reduction classes, alcohol and substance misuse treatment, and marital counseling for employees and their family members.

In addition to EAPs, support for employees who seek treatment and/or who require hospitalization such as disability leave and planning for a return to work along with



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health insurance coverage that treats mental illness with the same urgency as physical illness, are vital to comprehensive suicide prevention efforts. Regular communication to all employees about available mental health services and the importance of mental wellness help promote a climate of acceptance that reduces stigma and discrimination in the workplace.

Reducing barriers to help-seeking

Building a culture of well-being paired with mental health services and programming with specific efforts to address employee barriers to help seeking will encourage employees to utilize services offered by their employer. Stigma reduction is a core component in successful mental health and wellness programs. A program developed by DuPont's Employee Assistance Program, the ICU Program, is an awareness campaign made exclusively for the workplace, designed to reduce the stigma associated with mental health and foster a workplace culture that supports mental health help-seeking.

Another stigma reduction program available to employers is Right Direction, an educational initiative developed by The Center for Workplace Mental Health, a program of the American Psychiatric Association Foundation and Employers Health Coalition, Inc., designed to reduce stigma, motivate employees and their family members to seek help when needed, and provide employers with appropriate support tools and resources.

A program at the University of California, San Diego (UCSD) School of Medicine, which was developed after the loss of more than 10 physicians and trainees to suicide over a period of 15 years, aimed to reduce barriers to help seeking, increase mental health service engagement and enhance wellness via education paired with the implementation of the American Foundation for Suicide Prevention's online Interactive Screening Program (ISP). To date, more than 300 physicians, staff and trainees have accepted referrals for mental health treatment through the program; the majority report that they would not have done so on their own.

Several aspects of the work environment can be leveraged to reduce employee barriers to help seeking and increase mental health service utilization. Key features of mental health programming for workplaces include reducing stigma associated with mental health distress and help seeking and improving access to mental health services such as EAP.

There are currently many occupational fields engaging in new strategies to appropriately frame mental health as a legitimate part of health: making policy changes related to health care access and fitness for duty evaluation, HR and staff training, screening and comprehensive suicide prevention programs to make progress. The good news is that these efforts not only provide a pathway to elevate overall workforce mental



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health, but these efforts have the added potential to contribute to greater employee engagement and to the financial bottom line of an organization.

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HELP committee zooms in on health care price transparency Spencer's Benefits

Patients are often hit unexpectedly by the cost of their health care choices because of the lack of price transparency to make more informed decisions on care. The internet has made it easy for consumers to compare quality and price for countless products, but the cost of health care services is a "black box," according to Senator Lamar Alexander (R-Tenn.) and more must be done to bring the costs of procedures into the light. Senator Alexander presided over a Health, Education, Labor & Pensions (HELP) Committee hearing during which witnesses spoke of ways to reduce spending and enable patients to make more informed decisions. Senator Patty Murray (D-Wash.), ranking member of the committee, praised the efforts of organizations bringing more transparency to the system, but stated that "transparency alone is not enough" and expressed her hope that the conversation does not stop with transparency but continues to include access to health care.

Focus on quality, too. Leah Binder, president and CEO of The Leapfrog Group, a nonprofit representing employers and other purchasers of health benefits, stated that her organization has been fighting for data transparency for 18 years by collecting and publicly reporting hospital safety and quality data on a national level. She agreed with Murray that price transparency is only a piece of the puzzle, and that consumers should also have quality of care information, because "[bad care] is no bargain." Her recommendation is that quality data be reported alongside pricing. Binder also noted that measurement in health care is in its infancy. She recommended that policymakers expand innovations on measuring value and quality, as well as include data on all providers Americans entrust their lives to including VA hospitals, military hospitals, and specialty hospitals which are exempt from the reporting to the Centers for Disease Control and Prevention (CDC) or CMS.

Patients' financial ruin. Bill Kampine, co-founder and senior vice president of analytics at Healthcare Bluebook, an organization that provides employers and consumers with transparency tools, stressed that medical bills are the number one cause of bankruptcy in the United States and that medical mistakes are the third leading cause of death. "When patients don't understand what care should cost or lack the ability to compare providers, they frequently overpay for common healthcare services by as much as 2X-10X. When patients don't have access to outcomes-based quality information, they choose poor performing doctors or facilities, increasing their risk of complications,



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readmissions, and death." Kampine's analysis of claims data suggests that when consumers have the tools to shop for care and compare providers based on quality and cost, and choose better in-network providers, both the consumers and employer plan sponsors can save 50 percent of the costs on these shoppable services. According to Kampine, when "consumers shop for care, they consistently make better choices on cost and quality."

Understanding the data. Nancy Giunto, executive director of Washington Health Alliance based in Seattle, a nonprofit that shares data on health care quality and value in the state, told the committee that objective, trusted information is not often readily available in one place for consumers to access. And when the consumers find the data, it's not necessarily in an easily understandable format for the consumer to choose a provider. "There is not enough interaction or alignment between those paying for care (purchasers), those receiving the care, and those providing the care," said Giunto. Giunto stressed to the committee that transparency must include all aspects of value: cost, quality, and patient experience, but also noted the difficulty in measuring this value.

A successful example. Ty Tippetts, administrator for the St. George Surgical Center, told the committee that for the past five years, his organization has provided the cash price for over 220 procedures on its website. Since posting those prices, the patient base for the surgery center has increased. But just because the prices at St. George Surgical Center are often lower than other places does not mean the quality is substandard. Across the roughly 23,600 procedures on 13,500 patients performed since 2013, only five cases have reported infection. "Our quality and patient safety rates are so good, in fact, a prominent physician from Salt Lake City recently asked to have staff visit our center to study best practices," said Tippetts. Like the others that testified, Tippetts also stressed the necessity of both price and quality data being transparent so that consumers are empowered to make the best value for their health care dollars.

Draft legislation. This full committee hearing coincides with the release of draft legislation created by members of the bipartisan Senate health care price transparency working group called the Protecting Patients from Surprise Medical Bills Act. The draft bill is intended to jumpstart discussions in Congress about how to best stop the use of balanced billing to charge patients for emergency treatment or treatment provided by an out-of-network provider at an in-network facility.

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Cafeteria Plan Election Rules – Change in Number of Dependents Gallagher

IRS rules for cafeteria plan elections generally require employees to select benefits before the cafeteria plan year begins and maintain those choices for the entire plan



year. But there are circumstances under which the IRS rules permit an employee to revoke an existing election and make a new election during a plan year. IRS regulations specify what circumstances will permit an employee to make a new election mid-year and include a consistency requirement, which limits the types of changes that may be made. Unlike annual enrollment, when employees select from the full range of benefits for the upcoming plan year, the cafeteria plan mid-year election change rules do not permit an employee to select any option available when a particular election change event occurs, but instead limit options according to the type of event that has occurred.

Although the change in status rules have been around for a long time, employers still have questions when it comes to the day-to-day administration of those rules. Some new election requests, such as adding a new dependent as a result of a marriage or the birth of a child, are easier to administer than others. One type of change that may lead to employee questions is permitted elections based on a change in the number of dependents. In this article, the last in our series about cafeteria plan election rules, we look at IRS rules governing permitted election changes under a medical plan when there is a change in the number of the employee's dependents. The IRS regulations list three different types of change in status events that may lead to a change in the number of dependents: (1) change in legal marital status, (2) change in the number of dependents, and (3) a dependent satisfying or ceasing to satisfy the eligibility requirements. When we use the phrase "change in the number of dependents" in this article, we include all three of these categories.

Increase in the Number of Dependents

The general rule is that an increase in the number of **eligible** dependents may allow an employee to increase coverage, or in some cases enroll and make a corresponding change in her salary reduction election. If the increase in dependents is due to marriage, birth of a child, or adoption (including the placement) of a child, then the HIPAA special enrollment rules will apply. For example, in the case of marriage, the employee may add the new spouse and any newly eligible children to the medical plan. The employee may also change her medical plan option. If the employee was not already enrolled, the employee could enroll both herself and her new spouse (and the new spouse's children, if any). In addition, under what is often called a "tag-along" rule, previously eligible, but not enrolled, dependents - such as the employee's 10-year-old child - may also be added on a pre-tax basis under IRS rules. In the event of the birth or adoption (including placement) of a child, the employee also has a HIPAA special enrollment right and may add the child or if the employee was not already enrolled, he may enroll himself, his spouse, and the newborn or newly adopted child. He may also change medical options. Other previously eligible children could also be added using the "tag-along" rule. Employers should, however, confirm that the insurer (or stop loss insurer) will also permit the addition of the any previously eligible dependents using the tag-along rule.



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Although an increase in the number of eligible dependents typically results in an increase in coverage or enrollment, there is one circumstance where an employee may be permitted to decrease or drop coverage. If as a result of marriage, the employee (and employee's dependents if any) become eligible for coverage under the new spouse's plan, then the employee may drop coverage for himself and any of his dependents who enroll in the spouse's plan. The key requirement here is that there must be corresponding election changes – the employee may drop coverage for an individual only if coverage is added for that individual under the other plan.

The employer's cafeteria plan document must also permit a change in the employee's salary reduction election. In the case of HIPAA special enrollments, the health plan is required to provide the coverage, but the cafeteria plan does not have to permit the increase in coverage (or enrollment) to be made using salary reduction amount. In other words, the employer could provide the medical coverage, but require the employee to pay for the coverage with after-tax dollars. However, the overwhelming majority of employers permit a change in the employee's salary reduction amount when a HIPAA special enrollment occurs.

In addition to HIPAA special enrollment events, there are other times when an employee may have an increase in eligible dependents. For example, the medical plan may cover children to age 29, but a child 26 or older must be a full-time student in order to be eligible. If the employee has a child who aged out of the plan at age 26 and who goes back to school full-time at age 28, the child (who is the employee's tax dependent) becomes newly eligible under the employer's medical plan. This represents a change in the number of dependents that may allow the employee to make a change to add coverage under her current medical option for her 28-year old child. Because this is not a HIPAA special enrollment, a change in medical options is not required.

In some cases, however, the employee may want to change options. For example, the employee is enrolled in an HMO, but would like to change to a PPO when she adds her child. Unfortunately, this may not be feasible. Although it appears that IRS rules would permit the change, because it is not a HIPAA special enrollment the PPO insurer (or stop loss carrier) may not be willing to permit this type of mid-year enrollment. The same issue may exist with the HMO, although they may be more willing to make a change since it would involve dropping coverage. Employers that want to permit options changes should confirm that their insurer's (or stop loss carrier's) contract will permit the change.

The rules applicable to a domestic partner center around whether the domestic partner is the employee's tax dependent.¹ If the domestic partner is the employee's tax dependent, then the rules would be similar to those that apply to other dependents such

¹ In general, a domestic partner would need to satisfy the requirements to be a "qualifying relative" as defined in Internal Revenue Code Section 152. Employees who are unsure of the tax status of a domestic partner should be advised to discuss their specific situation with a qualified tax advisor.



as the employee's 28-year old child in the example above. If the domestic partner is not the employee's tax dependent, then coverage must be provided on an after-tax basis (and the amount of the employer's contribution included as taxable income to the employee) and the cafeteria plan election rules would not apply.

Key in all these scenarios is that the change must be a change in the number of dependents **eligible** for coverage and the new election must be consistent with the change. For example, generally it would not be consistent for an employee to drop medical coverage when there is an increase in dependents. Although the consistency rule generally requires enrollment or an increased election when there is an increase in dependents, there is an exception. In the event of marriage, the employee (and any dependents) may be permitted to enroll in the new spouse's plan and end enrollment in the employer's medical plan. Corresponding changes are required – i.e., the employee may drop coverage only if enrolling in the spouse's plan.

Similar rules apply to other types of health coverage such as dental and vision. If the dental or vision coverage is an excepted benefit (most are excepted benefits), then HIPAA special enrollment rights would not apply. However, most plans would permit election changes with salary reduction adjustments similar to those for medical. Of course, if the dental or vision plan is not an excepted benefit, then HIPAA special enrollment rights would apply.

Decrease in the Number of Dependents

The general rule is that a decrease in the number of eligible dependents may result in an employee reducing medical coverage, or in some cases ending coverage and making a corresponding change in the employee's salary reduction election. Events that cause a decrease in the number of eligible dependents include:

- Divorce or annulment
- Legal separation (only in states that recognize legal separation)
- A child aging out (generally at age 26)
- An older child (26 or older) losing eligibility that is based on a requirement such as being unmarried, a full-time student status, or the employee's tax dependent
- End of required coverage under a Qualified Medical Child Support Order (or National Medical Support Notice)
- Death

Similar to the rules for increases in dependents, it is important that there is actually a change in **eligibility** and the new election must be consistent with the change. For example, it would not be consistent for an employee to increase coverage when there is a decrease in eligible dependents – such as a child aging out of the medical plan. Nor



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would it be consistent for the employee to drop coverage for himself or another dependent who has not lost eligibility. In addition, because a decrease in the number of eligible dependents is not a HIPAA special enrollment event, a change in options is not required.

Similar to the discussion of adding a new dependent above, in some cases an employee may want to do more than just drop the dependent who is losing eligibility coverage. The employee may also want to change medical options such as from a PPO to an HMO. For example, the employee may have enrolled in the PPO because his spouse's doctors were not in the HMO's network. The employee and spouse divorce and now the employee needs to drop the spouse's coverage, but also wants to switch to the HMO. Dropping the spouse's coverage is clearly permissible. Changing options may not be feasible. Although it appears that IRS rules would permit the change, because it is not a HIPAA special enrollment the PPO and HMO insurers (or stop loss carriers) may not be willing to permit mid-year enrollment or disenrollment. Employers that want to permit options changes should confirm that their insurer's (or stop loss carrier's) contract will permit the change.

Although the consistency rules generally require a decrease or the dropping of coverage when there is a decrease in dependents, there is an exception. If the decrease in the number of dependents is based upon an event such as divorce that results in the employee (and other dependents such as children) losing coverage under the spouse's plan, then the employee may have a HIPAA special enrollment right and may be able to enroll in medical coverage. In addition, in the event of a divorce the employee may be permitted to drop coverage for a child if the child will be added to the spouse's (now ex-spouse's) plan. In other words, corresponding changes are required.

If the employee's domestic partner is the employee's tax dependent, then the ending of the domestic partnership would be a decrease in the number of eligible dependents and the employee would be permitted to drop coverage for the domestic partner and make a corresponding change in his salary reduction election. If the domestic partner is the employee's tax dependent at the beginning of the plan year, but ceases to be the employee's tax dependent during the year, then the employee has experienced a decrease in "dependents" under the cafeteria plan because "dependents" under the tax code means the employee's spouse, children under age 27 at the end of the calendar year, and other individuals who qualify as tax dependents under Internal Revenue Code Section 152. When the domestic partner ceases to be the employee's tax dependent, the domestic partner may still be eligible for coverage under the medical plan, but the employee can no longer pay for that coverage via a salary reduction. At that point the employee's contribution for the domestic partner's coverage must be changed from pre-tax salary reduction to after-tax.

Similar rules apply to other types of health coverage such as dental and vision. If the dental or vision coverage is an excepted benefit, then HIPAA special enrollment rights would not apply. However, most plans would permit election changes with salary



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reduction adjustments similar to those for medical. Of course, if the dental or vision plan is not an excepted benefit, then HIPAA special enrollment rights would apply.

Insurance and Administrative Concerns

In addition to IRS rules governing election changes, employers also need to consider insurance carrier (or stop loss carrier) rules, as well as their own internal requirements when deciding what election changes to permit. For example, if an employer permits an employee to add a previously eligible (but not enrolled) dependent when the employee adds a new spouse following marriage, but the PPO contract does not permit adding previously eligible dependents based on the “tag-along” rule, the employer may find itself unintentionally self-insuring coverage (without stop loss) for affected individuals for the remainder of the plan year. Dropping (or decreasing) coverage may be less likely to cause an insurance coverage problem since carrier contracts may have more liberal rules for dropping coverage. Some contracts may have language that would permit an employee to drop coverage at any time for any reason (however, getting back in is more difficult). Employers need to remember that it is the IRS rules that govern salary reductions under a cafeteria plan and insurance contracts cannot modify those requirements. So, for example, although an employee who pays \$100 per month via salary reduction for medical coverage may be permitted to drop medical coverage, she may not change her salary reduction amount unless permitted by the IRS rules. Few employees will choose to drop coverage if they must continue to pay for it.

More Information

We have more information about cafeteria plan election rules in previous Directions articles. Our March 2018 Directions article “*Cafeteria Plan Election Change Checklist for Employers*” ([click here](#) to access) discusses the general rules and includes a short list of steps employers may want to consider as they respond to employees’ requests to make new elections during the plan year. We also have articles on IRS rules for several other types of status changes. You can access those articles by clicking on the links below:

- Cafeteria Plan Election Rules – Change in Residence ([click here](#))
- Cafeteria Plan Election Rules – Medicare, Medicaid, and CHIP ([click here](#))
- Cafeteria Plan Election Rules – Change in Cost ([click here](#))
- Cafeteria Plan Election Rules – Change in Coverage ([click here](#))
- Cafeteria Plan Election Rules – Flexible Spending Accounts ([click here](#))
- Cafeteria Plan Election Rules – Coordinating with Insurers ([click here](#))



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Multinational

Germany: Year-end deadline approaches to complete Maternity Protection Act risk assessment

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By 31 December 2018, all employers in Germany are required to have carried out a workplace risk assessment (Gefährdungsbeurteilung) to ensure the safety of pregnant or nursing employees in accordance with the revised Maternity Protection Act (Mutterschutzgesetz, MuSchG). The transitional phase that allows employers to perform the risk assessments expires on 31 December 2018.

As per Article 10 of the revised MuSchG, employers are required to perform a risk assessment to determine if there are any potential threats to pregnant or nursing employees at the workplace. The idea behind Article 10 of the revised MuSchG is for employers to be ready to make changes in advance.

The revised MuSchG, the bulk of whose provisions came into effect on 1 January 2018, is an attempt to update the labor protections for pregnant and nursing employees since the original Act came into effect in 1952. A transition window allows employers to carry out the workplace risk assessment requirements through 31 December 2018. After that date, non-compliant employers could incur heavy penalties as per Article 32 of the MuSchG.

Applicable legislation

The revised Maternity Protection Act (Gesetz zum Schutze von Müttern bei der Arbeit, in der Ausbildung und im Studium or Mutterschutzgesetz; MuSchG) was published in the Bundesgesetzblatt (Official Journal) on 23 May 2017.

Affected employers

The revised Maternity Protection Act (MuSchG) affects all employers in Germany.

Affected employees

The revised Maternity Protection Act (MuSchG) affects female employees working in Germany.

Workplace risk assessments

The transitional period for employers to carry out workplace risk assessments will expire on 31 December 2018. After that date, employers must have performed the risk assessment and eliminated all potential threats to pregnant and nursing employees, as



established by Article 10 of the revised Maternity Protection Act (MuSchG). The requirement applies across the board, regardless if female employees are present or not at the workplace. Penalties for non-compliant employers range from EUR 5,000 to EUR 30,000.

Article 9: Design of working conditions - liability risk

As per Article 9, which came into effect on 24 May 2017, all sources of liability risk (unverantwortbare Gefährdung) must be eliminated from the workplace. Article 9 has expanded the official list of hazardous substances (Gefahrstoffe) that may affect pregnant or nursing employees. The updated list includes carcinogenic substances, in line with EU Regulation No. 1272/2008.

Article 10: Assessing workplace conditions – protective measures

Article 10 of the MuSchG stipulates that employers must eliminate all potential hazards that could lead to physical or mental health problems among pregnant or nursing employees. As soon as a female employee informs her employer that she is pregnant or nursing, the employer must determine what protective measures should be implemented.

Article 13: Precautionary measures - Reorganization of workplace conditions, change of position and company employment ban

In certain cases, putting in place the necessary measures will entail a redesign of the workplace, as per Article 13. For example, if the employer has purchased new equipment or machines, the risk assessment must be updated to reflect the new workplace conditions.

If the conditions do not allow for a workplace redesign, the employer is required to order a partial or total employment ban for the pregnant or nursing employee. In such cases, the employer is required to pay the employee's full wage in the form of maternity pay (Mutterschutzlohn). This amount will be reimbursed by the employee's health insurance.

Article 14: Employer documentation and information

As a general rule, all workplace risk assessments must be documented in accordance with Article 14. In addition, after a risk assessment is carried out, the employer must inform all employees about the results.



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Steps required for a workplace risk assessment

- Identify the daily activities of employees in regard to potential risk of those activities if they were carried out by pregnant or nursing employees at the workplace.
- Determine the potential hazard factors, including biological substances or physical agents.
- Assess the danger level linked to each hazard factor that has been identified and decide whether action must be taken.
- Determine the actions that employers must take as a precautionary measure, including a workplace redesign, a change of position for the employee or a full employment ban.
- Undertake the necessary changes at the workplace in accordance with the level of urgency required. Pregnant or nursing employees may be asked not to work until protective measures are in place.
- Verify the effectiveness of the measures that have been carried out.

Penalties

As per Article 32 of the MuSchG, employers who cannot present evidence that a risk assessment has been performed at the workplace by 1 January 2019 are subject to penalties up to EUR 5,000, or may be classified as criminal offense. If no pregnancy-specific risk assessment (Schwangerschaftsspezifische Gefährdungsbeurteilung) has ever been performed, employers should perform one as soon as possible.

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Retirement

IRS Private Ruling may clear the way for 401(k) plan student loan repayment benefits **Gallagher**

Many employers have been looking for ways to help their employees manage their student loan repayment obligations, but available options have been rather limited. The Internal Revenue Service (IRS) released a private letter ruling (PLR) on August 17, 2018, which may help clear the way for employers to provide a new type of student loan repayment benefit as part of their defined contribution retirement plan.

By issuing the PLR, the IRS gave its blessing to an employer-provided student loan repayment benefit offered through one employer's 401(k) plan. The PLR confirmed that employers may be able to link the amount of employer contributions made on an employee's behalf under a 401(k) plan to student loan repayments made by the employee outside the plan.

It should be noted that this ruling is directed only to the employer requesting it. The PLR may not be used or cited as precedent for other plans or employers.

An emerging benefit

Employers have been reluctant to create student loan benefit programs that specifically link 401(k) plan contributions to student loan repayments. The PLR provides welcome confirmation that such an arrangement is permissible under certain circumstances.

Currently, only 4 percent of companies offer student loan repayment benefits, according to the Society for Human Resource Management. One can expect this percentage to increase in the coming years as employers continue to work to attract and retain millennials. In an American Student Assistance survey, 76 percent of respondents said that if a prospective employer offered a student loan repayment benefit, it would be a deciding or contributing factor to accept the job.



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The student loan repayment program benefit in this PLR does not facilitate any employer payment to the loan provider. For example, an employee is paying off student loans and is not able to contribute to their employer sponsored 401(k) plan. The employee makes the student loan payments to the lender and the employer matches those payment amounts (up to a certain percent of salary) into the employee's 401(k) account. That way, the employee does not miss out on the employer match. The employee can only access the 401(k) account deposits through normal 401(k) distribution and vesting rules.

Key features of the student loan benefit PLR

Participation in the student loan repayment benefit program is voluntary. If an employee signs up to participate, then for each payroll period during which the employee makes sufficient student loan repayments, the employee is eligible to receive a non-elective employer contribution. The non-elective employer contribution is equal to the matching contribution the employee would otherwise receive if the employee made pre-tax, Roth 401(k) and/or after-tax contributions to the plan during the same payroll period.

The student loan repayment benefit replaces the employer matching contribution for an employee who chooses to participate in the program. An employee who signs up is not eligible to receive regular matching contributions under the plan while the employee is participating. However, the employer provides a year-end true-up match to ensure that if an employee fails to make sufficient student loan repayments to receive the full student loan based employer contribution, but does make pre-tax, Roth 401(k) and/or after-tax contributions, the employee will be eligible to receive a true-up matching contribution. The true-up matching contribution is equal to the regular matching contribution the employee would otherwise be entitled to receive.

The student loan repayment benefit is subject to coverage and nondiscrimination testing and other applicable requirements for a qualified retirement plan, including contribution limits, eligibility and vesting and distribution rules.

Considerations

The employer contribution in this program is essentially cost-neutral as it offsets any matching contribution an employee would otherwise be eligible to receive under the plan. Typically, student loan benefits (like traditional student loan reimbursement payments) result in additional employer costs because the employer is adding a new benefit that requires paying an additional amount to employees in the form of the student loan benefit. However, under the PLR's student loan repayment program, employees don't receive any more in total contributions under the 401(k) plan than they could otherwise be entitled to receive in regular matching contributions.

Employers who wish to pursue this type of plan feature in the future should take care to review their plan documents for special rules, features or design elements that might



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create additional hurdles. For example, some of the special rules that apply to safe harbor plans could limit an employer's ability to create a similar student loan benefit structure.

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Human Resources

DOL Issues Guidance on FMLA Leave for Organ Donation Gallagher

In late August, the U.S. Department of Labor ("DOL") confirmed that that organ donation surgery can qualify as a "serious health condition" eligible for protection under the Family and Medical Leave Act of 1993 ("FMLA"). Prior to the release of [Opinion Letter FMLA 2018-2-A](#), there was no direct guidance as to whether an otherwise healthy individual who voluntarily chooses to undergo surgery to donate an organ could qualify for protected FMLA leave. In addition to clarifying that organ donation surgery can be a qualifying serious health condition under FMLA, the DOL indicated that an organ donor can use FMLA leave for post-operative treatment.

Generally, FMLA entitles eligible employees of covered employers to unpaid, job-protected leave for specified family and medical reasons. Eligible employees may take up to 12 workweeks of leave in a 12-month period for, among other things, a serious health condition that renders the employee unable to perform the functions of his or her job.

The FMLA defines "serious health condition" as an "illness, injury, impairment, or physical or mental condition that involves" either "inpatient care in a hospital, hospice, or residential medical care facility" or "continuing treatment by a health care provider." The DOL concluded that an organ donation can qualify as a serious medical condition, even when the donor is in good health before the donation and chooses to donate the organ solely to improve someone else's health. To qualify as a serious medical condition for purposes of FMLA, the organ donation would need to involve "inpatient care" or



“continuing treatment”. The term “inpatient care” is defined as “an overnight stay in a hospital, hospice, or residential medical care facility, including any period of incapacity... or any subsequent treatment in connection with such inpatient care.” The DOL Opinion Letter notes that an overnight hospital stay is not the only way for organ donation to qualify as “inpatient care” or “continuing treatment,” but organ-donation surgery commonly requires overnight hospitalization, which suffices for the surgery and post-surgery recovery to qualify as a serious health condition.

As with other FMLA-protected leaves for a serious health condition, an employer may request a medical certification from a health care provider concerning an organ-donation surgery. Upon receiving such a request, an employee is responsible for providing this certification to their employer in order to be eligible to take an FMLA-protected leave of absence.

Employers should be aware of this new guidance, but mindful that it only applies where: the employer is subject to FMLA, the employee is FMLA eligible, and the employee presents acceptable medical certification supporting the need for leave. All other FMLA requirements would also apply, such as adequate notice, if foreseeable.

IRS Provides Guidance on Tax Credit for Paid Family and Medical Leave

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On September 24, the IRS released Notice 2018-71 which provides guidance on the new employer tax credit for paid family and medical leave. The Tax Cuts and Jobs Act enacted in December 2017, includes a business credit for some employers that provide paid family and medical leave. The credit is a percentage of wages paid to a qualifying employee while on a qualifying family and medical leave. The credit is only available for 2018 and 2019. The credit is not available for paid leave that the employer must provide by State or local law and is not available for family and medical leave paid by an employer that is a State or local government.

In order to be eligible for the credit the employer must have a written paid leave policy that:

1. Covers all qualifying employees,
2. Provides at least two weeks of annual paid family and medical leave for each full-time qualifying employee, and at least a proportionate amount of leave for each qualifying part-time employee,
3. Provides for payment of at least 50 percent of the employee’s wages, and



4. If the employer is not subject to the federal Family and Medical Leave Act (“FMLA”) or if the employer has employees not eligible for FMLA (e.g. an employee who worked less than 1,250 hours), then the policy must include “non-interference” protections.

Notice 2018-71 contains 34 Q&As, which are divided into four major topics: (1) eligible employer and written leave policy, (2) family and medical leave, (3) minimum paid leave requirements, and (4) calculating and claiming the credit.

Eligible Employer and Written Leave Policy (Q&A 1 – 7)

The credit is not limited to employers subject to the FMLA. It is available to any employer with common-law employees except State or Local governmental employers. If the employer is not subject to the FMLA, or has any employees that are not FMLA-eligible, then the written leave policy must contain appropriate non-interference language. The IRS included sample language that will satisfy this requirement:

[Employer] will not interfere with, restrain, or deny the exercise of, or the attempt to exercise, any right provided under this policy. [Employer] will not discharge, or in any other manner discriminate against, any individual for opposing any practice that is prohibited by this policy.

Generally the written leave policy must be in place before the beginning of a leave for which the employer claims the credit. The written policy may be in a separate legal document or combined with other existing documents. Interestingly, the employer is not required to provide notice to employees about its paid family and medical leave benefits. However, if the employer does provide notice of its written policy, it must provide notice to all qualifying employees.

Family and Medical Leave (Q&A 8 – 11)

The paid leave circumstances that apply to the tax credit are essentially the same as those under the FMLA:

- The birth of a son or daughter of the employee and in order to care for the son or daughter,
- The placement of a son or daughter with the employee for adoption or foster care,
- Caring for the spouse, or a son, daughter, or parent, of the employee, if the spouse, son, daughter, or parent has a serious health condition,
- A serious health condition that makes the employee unable to perform the functions of the employee’s position,



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- Any qualifying exigency arising out of the fact that the spouse, or a son, daughter, or parent of the employee is a member of the Armed Forces who is on covered active duty (or has been notified of an impending call or order to covered active duty), and
- Caring for a covered service member with a serious injury or illness if the employee is the spouse, son, daughter, parent, or next of kin of the service member.

In order to qualify, the paid leave must **only** be available for use for one of the above purposes. If the employee may use the paid leave for another purpose such as vacation or for a minor illness, the leave is not a qualifying leave for the tax credit. Paid leave may be provided under an employer's short-term disability plan and paid by either the employer or a third-party, such as a disability insurer. However, in order to count short-term disability benefits, the short-term disability program must cover all qualifying employees. If the short-term disability program is limited – for example if it only covers employees who work at least 30 hours per week – the employer would need to amend the short-term disability program to include qualifying employees who work less than 30 hours per week.

Minimum Paid Leave Requirements (Q&A 12 – 21)

Under the minimum leave requirements the employer's paid family and medical leave policy must: (1) provide at least two weeks of annual paid leave to all qualifying employees who are not part-time employees (defined as 30 hours per week) and at least a proportionate amount of leave to qualifying part-time employees, (2) provide a rate of payment that is at least 50% of the qualifying employee's normal wages, and (3) include non-interference language if any qualifying employees are not eligible for FMLA leave or the employer is not subject to the FMLA. Part-time is defined as fewer than 30 hours per week.

A qualifying employee is defined as a common-law employee who has been employed by the employer for one year or more and whose earnings from the employer in the prior year are not greater than a specified dollar amount in the prior year. For 2018, the amount is \$72,000 earned in 2017. The policy must cover all common law employees with at least one year of service. The policy may not include a minimum hourly requirement (e.g., only cover employees who work 20 or more hours per week) and may not exclude any class of employee (e.g., may not exclude collectively bargained employees).

The rate of pay must be at least 50% of the employee's normal wages. It does not have to be the same rate for all qualifying employees or the same for all types of qualifying leaves, but must be at least 50% for each qualifying employee and qualifying leave. Q&A 16 contains an example in which the employer provides a benefits for up to four weeks for a full-time employee who works 40 hours per week and a proportionate



benefit of two weeks for an employee who works 20 hours per week. Q&A 20 contains an example in which the employer pays a rate of 100% for leave associated with the birth or adoption of a child and 75% for leave associated with other qualifying purposes. (Q&A 20 also contains an example in which employees with 10 or more years of service are eligible for payments at the same rate, but for a longer period of time than employees with less than 10 years of service.)

Leave required by State or local law is not taken into account in determining whether an employer's policy complies with the required rate of payment of at least 50%. To claim the credit the employer's written policy must provide at least 50% independent of the level of payment required by State or local law. Q&A 21 provides an example of two plans – one of which satisfies this requirement and one which does not. In the first example, a State law requires the payment of 50% of the employee's wages. The employer's paid leave policy provides payment at 80%. Since the amount that is not mandated by State law – 30% - is less than 50%, the employer's payment does not qualify. In a second example, the employer's plan pays 100% and the amount not mandated by the State law – 50% - would qualify.

Calculating and Claiming the Credit (Q&A 22 – 34)

The credit is equal to an applicable percentage multiplied by the amount of wages paid to the qualifying employee during a qualifying leave. The applicable percentage is 12.5% if the plan pays 50% and increases 0.25% for every percentage point over 50% up to a maximum credit of 25%. For example, the applicable percentage for a plan that reimburses 75% of wages is 18.75% -- 12.5% for the basic 50% plus 6.25% for the additional 25% reimbursement (75% - 50% = 25% and 0.25% x 25% = 6.25%). If the plan pays 100% of wages the credit would be 25% -- 12.5% for the basic 50% plus 12.5% for the additional 50% reimbursement (100% - 50% = 50% and 50% x 0.25% = 12.5%).

The minimum amount of paid leave that must be available (for a full-time employee) is two weeks. The maximum amount of leave for which a credit is available is 12 weeks. The Notice includes several other examples of how the credit is to be calculated.

Wages is defined as the wages used to calculate FUTA without regard to the \$7,000 limit. It may also include "wages" paid by a third-party payer such as short-term disability benefits (the credit would only be available to the employer).

In order to claim the credit, the employer must file IRS Form 8994 (Employer Credit for Paid Family and Medical Leave) and IRS Form 3800 (General Business Credit).

Transition Rule

There is a transition rule for 2018. For an employer's first taxable year beginning after December 31, 2017, the policy will be considered to be effective as of the effective date



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of the policy (rather than the adoption date which may be later) if the policy is: (1) adopted on or before December 31, 2018, and (2) the employer brings its leave practices into compliance for the entire period of coverage covered by the policy. This transition rule may allow an employer that already has a paid leave program to amend its existing program to claim the credit for qualifying leave already paid during 2018. (Q&A 6 describes this transition rule).

More Information

More detailed information – including a number of very helpful examples and sample calculations – are provided in Notice 2018-71. ([Click here](#) to access.)

State Law Review

Maine to Implement Surcharge on All Insurance Policies **Gallagher**

Effective January 2019, Maine will impose a \$4 per member, per month surcharge on all health insurance policies issued in the state, including group health policies. It is anticipated that insurers will pass some or all of the additional cost on to employers sponsoring insured health plans issued in Maine.

In late July 2018, the Department of Health and Human Services (HHS) and the Department of Treasury approved Maine's application to reinstate the Maine Guaranteed Access Reinsurance Association (MGARA). MGARA had been established briefly in 2011-12, but was then suspended in 2014 because PPACA provided for a temporary federal reinsurance program. The purpose of both the federal and state programs is to fund the state's reinsurance program in order to help lower premiums in the individual health insurance market. This new Maine legislation reinstates MGARA for 2019 through 2023. Maine is one of the latest of a handful of states that have sought approval from the federal government to establish state-based reinsurance programs through PPACA's innovation waiver program.

The Maine Bureau of Insurance announced that it had expected to issue a communication to insurers by September 15th and to issue further practical guidance about the program in early October, but that information does not yet appear to be available. We expect more information to become available in the coming weeks and will provide updates as they occur.



New Jersey Issues Proposed Sick Leave Regulations Gallagher

The New Jersey Department of Labor and Workforce Development issued proposed regulations implementing the state's Paid Sick Leave Act ("the Act") on September 13, 2018. While the Act goes into effect October 29, 2018, these proposed regulations are subject to a 60-day comment period (which may be extended) before being finalized.

Under the Act, employers must provide up to 40 hours of paid sick leave to employees during a benefit year. The proposed regulations address how the leave must accrue and how it may be used and paid, as well as how unused leave may be paid out or carried over at the end of the benefit year.

Consistent with the statute, the regulations specify that employers may provide the required sick leave hours at the beginning of the benefit year (the "advancing method"), or may accrue the leave throughout the benefit year (the "accrual method"). Under the advancing method, the employer may provide the employee with 40 hours of paid sick leave on the first day of the benefit year. Under the accrual method, employees accrue one hour of paid sick leave for every 30 hours worked, and employees may not accrue more than 40 hours per benefit year. Accrual for current employees must begin when the Act becomes effective on October 29, 2018.

In general, both the statute and the proposed regulations provide that employees may use paid sick leave for their own medical needs or the medical needs of a covered family member; for certain needs resulting from domestic violence against the employee or a family member of the employee; for an employee's inability to work because of a closure of the employee's workplace, or the school or place of care of a child of the employee, due to a public health emergency; or for time needed by an employee to attend a child's school-related conference, meeting or event as requested or required by the school.

The Act and proposed regulations define a covered "family member" broadly, to include a "child, grandchild, sibling, spouse, domestic partner, civil union partner, parent, or grandparent of an employee, or a spouse, domestic partner, or civil union partner of a parent or grandparent of the employee, or a sibling of a spouse, domestic partner, or civil union partner of the employee, or any other individual related by blood to the employee or whose close association with the employee is the equivalent of a family relationship." The proposed regulations define individuals with a close association to include "any person with whom the employee has a significant personal bond that is, or is like, a family relationship, regardless of biological or legal relationship."

The Act permits employers to require up to seven days' notice when the need to use paid sick leave is foreseeable, and as soon as is practicable for use of paid sick leave



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that is unforeseeable. When the need for leave is foreseeable, the employer may prohibit the use of paid sick leave on certain dates the employer specifies, which include “verifiable high-volume periods or special events, during which permitting the use of foreseeable earned sick leave would unduly disrupt the operations of the employer.” When the need for leave on those certain dates is unforeseeable, or the employee uses leave for three or more consecutive days, the employer may require reasonable documentation showing the leave is being taken for a permissible purpose.

Paid sick leave must be paid at the same rate of pay as the employee normally earns, and under no circumstances less than the state minimum wage. The use of earned sick leave may not diminish employee benefits: for purposes of benefits, employers must treat employees taking sick leave as if they were at work. The proposed regulations also outline how employers should pay employees taking paid sick leave if the employee has more than one job with the employer earning different rates of pay, or if the employee is paid by commission or on a piecework basis.

Unused sick leave at the end of a benefit year may be paid out or carried over. Under the proposed regulations, employers using the accrual method may offer a payout of unused sick leave, paid at either 100% of the unused amount, or 50% of the unused amount. Employees who decline a payout, or who accept an offer of a 50% payout, are entitled to carry over any remaining unused paid sick leave, up to 40 hours. Employers using the advancing method must either pay out the full amount of unused paid sick leave or allow the employee to carry over any unused leave, up to 40 hours.

The proposed regulations also include provisions addressing independent contractors and employees covered by a collective bargaining agreement, use of an existing PTO policy, recordkeeping requirements, and penalties for noncompliance with the Act. In addition, the proposed regulations include a notice requirement and confirm that the notice will be available on the NJ DOL website.

Action Steps:

While these regulations are not expected to be finalized before 2019, employers with employees in New Jersey should prepare to comply with this law:

- Decide whether to apply the accrual or advancing method, and establish necessary administrative and recordkeeping procedures
- Revise existing PTO policies to ensure compliance with the Act and proposed regulations
- Post and distribute the required notice when it is released
- Provide training to management and staff on the requirements of the Act and how the employer will administer it



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Because these are proposed regulations, employers should be aware that some regulatory provisions as described above could change. We will provide information on the final regulations as it becomes available.

What's New in State Laws CCH, Incorporated

For busy Human Resources professionals who want ready access to what is new and what has recently changed in State laws, here is a brief update.

Alaska Background Checks

New provisions are added requiring current and prospective state employees, as well as contractors and subcontractors on public contracts, to submit to and pass background investigations, including a state and national criminal history record check with submission of fingerprints to the FBI, where such workers will have access to federal tax information (Ch. 25 (H. 219), L. 2018).

Arizona Military Leave

Leave and reemployment rights and protections for employees who are members of the Arizona National Guard or U.S. armed forces reserves is amended to extend protections to members of the national guard of any state; Employers are not to refuse to allow such members to take a leave of absence when complying with competent orders of this or another state or of the United States for active duty, or to attend camps, maneuvers, formations or armory drills. Also, when ordered to active duty or training, such members are to have the same protections afforded to persons under federal active duty by the soldiers and sailors civil relief act of and by the uniformed services employment and reemployment rights act of 1994 (Ch. 118 (H. 2421), L. 2018, effective August 3, 2018).

California Child Labor

The California Labor Law regulates the employment of minors in the entertainment industry and requires the written consent of the labor commissioner for a minor under the age of 16 to be employed in certain types of employment. Under the law, it is a crime to employ or for a parent or guardian to permit the employment of a minor in violation of these provisions. An exemption from these provisions permits minors to appear in a radio or television broadcasting exhibition if the appearance is limited to a single appearance of not more than one hour, the minor does not receive any compensation, and admission fee is not charged. This exemption is expanded January 1, 2019, to include digital exhibitions under those conditions (Ch. 261 (A. 2388), L. 2018, enacted September 5, 2018).



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California Health Insurance

Health care service plans and health insurers will be required to provide enrollees or insureds who have been displaced by a state of emergency with access to medically necessary health care services.

Within 48 hours of a declaration of emergency by the Governor that displaces or has the immediate potential to displace enrollees or insureds, the health care service plan or health insurer must file a notification with the appropriate department, containing specified information regarding how the plan or insurer is addressing the needs of its enrollees or insureds during the state of emergency (Ch. 196 (A. 2941), L. 2018, effective January 1, 2019).

California Prevailing Wages

The prevailing wage law is amended to make exempt from prevailing rate of per diem wage requirements, until January 1, 2024, graffiti abatement work performed under contract between the City of Los Angeles and a nonprofit community-based organization if the work is performed by volunteers, individuals on probation, and individuals participating in pre-apprenticeship programs (Ch. 200 (S. 913), L. 2018, effective January 1, 2019).

Colorado Organ and Bone Marrow Donation Leave

The "Living Organ Donor Support Act" is enacted. This law provides an income tax credit for an employer related to an employee's paid leave of absence for the purpose of making an organ donation. Leave would be limited to 10 working days and does not include any period of time for which an employee uses annual leave or sick days (H. 1202, L. 2018, effective August 8, 2018 (unless a referendum is filed, in which case the measure would go before the voters in the November 2018 election)).

Delaware Family and Medical Leave

Family leave provisions are expanded to provide state workers with 12 weeks of paid parental leave after the birth of a child or following the adoption of a child under the age of six. This makes Delaware the sixth state to offer paid parental leave to public workers. The law, which takes effect on April 1, 2019, will apply to full-time state workers, including educators, after one year of employment (Ch. 285 (H. 3), L. 2017, enacted June 30, 2018, and effective April 1, 2019).

Delaware Sexual Harassment

Law to prevent sexual harassment in the workplace is enacted in Delaware.



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Under the law, employers are responsible for the sexual harassment of an employee by a supervisor or by another employee when the employer knew or should have known about it and failed to take appropriate corrective action. In addition, the legislation prevents an employer from retaliating against an employee for filing a discrimination charge. The law applies to any person employing four or more employees within the state at the time of the alleged violation and includes the state, the General Assembly, state agencies and labor organizations.

Employers with 50 or more employees in Delaware will be required to provide sexual harassment training to all employees and supervisory employees which must be conducted every two years (Ch. 399 (House Sub. 1 to H.B. 360, amended by House Amendment 2), L. 2018).

District of Columbia Child Labor

The summer youth employment and training program is amended to clarify that the minimum wage for youth ages 16 to 21 years of age at the date of enrollment in the program shall be compensated at an hourly rate of not less than \$8.25 (DC Act 22-442 (B22-754), enacted September 5, 2018, and applicable as of October 1, 2018).

District of Columbia Wage Payment

The wage payment and collection law provides that the Mayor is to enforce and administer the wage payment law, along with the Living Wage Act, the Sick and Safe Leave Act, and the Minimum Wage Revision Act.

This law is amended to clarify that this enforcement includes conducting *sua sponte* and complaint-initiated investigations into whether violations have occurred, holding hearings, and instituting actions for penalties.

In addition, recordkeeping requirements are amended to clarify that, pursuant to the investigative authority conferred upon the Mayor and the Attorney General, respectively, and notwithstanding any other provision of law, any records an employer maintains pursuant to the requirements of the wage payment and collection law, the Living Wage Act, the Sick and Safe Leave Act, and the Minimum Wage Revision Act shall be open and made available for inspection or transcription by the Mayor, the Mayor's authorized representative, or the Office of the Attorney General upon demand at any reasonable time. An employer shall furnish to the Mayor, the Mayor's authorized representative, or the Office of the Attorney General on demand a sworn statement of records and information upon forms prescribed or approved by the Mayor or Attorney General (DC Act 22-442 (B22-754), enacted September 5, 2018, and applicable as of October 1, 2018).



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Illinois Breastfeeding Accommodation

The Illinois “Nursing Mothers in the Workplace Act” is amended to provide for paid rather than an unpaid break time for an employee to express breast milk for her nursing infant each time the employee has the need to so express milk, for a period of one year after the child's birth.

The break time may run concurrently with any break time already provided to the employee. An employer may not reduce an employee's compensation for time used for the purpose of expressing milk or nursing a baby.

An employer shall provide reasonable break time as needed by the employee unless to do so would create an undue hardship as defined by the Illinois Human Rights Act (820 ILCS 260/10, amended by Public Act 100-1003 (H. 1595), L. 2017, effective July 1, 2018).

Illinois Disaster and Emergency Services Volunteer Leaves

The Volunteer Emergency Worker Job Protection Act is amended to define “volunteer emergency worker” to mean a person who serves as a member of a fire department of a fire protection district, municipality, or other unit of government on other than a full-time career basis and who meets federal requirements for volunteer status. The term also includes a person who serves on a volunteer basis and is licensed under the Emergency Medical Services (EMS) Systems Act as an EMR (First Responder), EMT, EMT-I, A-EMT, or EMT-P, or a volunteer ambulance driver or attendant, and the person does not work in one of these capacities for another fire department, fire protection district, or governmental entity on a full-time career basis. “Volunteer emergency worker” also means a person who is a volunteer member of a county or municipal emergency services and disaster agency pursuant to the Illinois Emergency Management Agency Act, an auxiliary policeman appointed pursuant to the Municipal Code, or an auxiliary deputy appointed by a county sheriff pursuant to the Counties Code (Public Act 100-973 (S. 2471), L. 2018, effective August 19, 2018).

Illinois Discrimination Law

The deadline for filing a civil rights violation under the Illinois Human Rights Act is extended from 180 to 300 calendar days of an alleged occurrence. Charges are to be filed with the Department of Human Rights in writing under oath or affirmation (Public Act 100 (S. 20), L. 2017, enacted and effective August 24, 2018).

Illinois Health Insurance

New law is enacted that will require coverage of medically necessary expenses for standard fertility preservation services when a necessary medical treatment may



directly or indirectly cause iatrogenic infertility to an enrollee, such as certain cancer treatments (Public Act 100-1102 (H. 2617), L. 2018, effective January 1, 2019).

In addition, insurers will be required to cover replacement costs of hearing aids every three years for hearing-impaired children who are under 18 years of age. Coverage must also include related services such as exams and fittings, as well as repairs when deemed medically necessary (Public Act 100-1026 (H. 4516), L. 2017, effective August 22, 2018).

Illinois Meal and Rest Periods

The Illinois One Day Rest in Seven Act is amended to make exempt from the Act's requirements individuals licensed under the Emergency Medical Services (EMS) Systems Act who are required to be on call (Public Act 100-1067 (S. 200), L. 2017, enacted on and effective August 24, 2018).

Illinois Military Leave

The "Illinois Service Member Employment and Reemployment Rights Act" is enacted to strengthen and simplify current state laws designed to provide employment protections to service members.

The Act simplifies existing Illinois law by consolidating all of the provisions, including employment protections for Illinois service members. In doing this, the measure seeks to make it easier for employers to understand and follow the law. The law also gives the Attorney General's office the authority to file civil lawsuits to enforce

ISERRA and requires her office to create the position of ISERRA Advocate to provide training and information to employers and service members. The advocate will be responsible for investigating complaints and drafting the required notice of rights and duties for employers to post.

In addition, certain existing provisions are repealed effective January 1, 2019, and other existing law is amended by the bill (Public Act 100-1101 (S. 3547), enacted August 26, 2018).

Illinois Posting Requirements

Under the Illinois Human Rights Act, it is a civil rights violation for an employer to fail to post, or fail to include in any employee handbook, notice summarizing the requirements of the Act and information pertaining to the filing of a charge, including the right to be free from unlawful discrimination and the right to certain reasonable accommodations. This provision is amended to include in such notice "the right to be free from sexual harassment." The Department of Human rights, which is responsible for enforcing the Act, is to make the required documents available for



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retrieval from the Department's website (P.A. 100-588 (H. 138), L. 2017, enacted June 8, 2018).

As required under the Act, as amended, the Department of Human Rights has established a sexual harassment and discrimination helpline telephone number (1-877-236-7703) and Internet website that individuals can use to report sexual harassment or discrimination and be referred to available resources (P.A. 100-588 (H. 138), L. 2017, enacted June 8, 2018).

Illinois Smoking in the Workplace

The Smoke Free Illinois Act is amended to change references to “fines” for violations to “civil penalties” for violations.

The Act is also amended to provide that in addition to the Department of Health and state-certified local public health departments, local, Department of Natural Resources, and Department of State Police law enforcement agencies (rather than law enforcement agencies) are to enforce the Act through the issuance of citations and assessment of civil penalties (Public Act 100-877 (S. 2514), L. 2017, enacted August 14, 2018).

Illinois Wage Payment

The Illinois Wage Payment and Collection Act is amended by adding a new provision requiring employers to reimburse employees for all necessary expenses that are incurred within the employee's scope of employment and that are directly related to services performed for the employer. An exception is provided if the employer has a written expense reimbursement policy and the employee failed to comply with such policy (Public Act 100-1094 (S. 2999), L. 2018, enacted August 26, 2018, and effective January 1, 2019).

Iowa Unemployment Insurance

Effective January 1, 2019, the term “employer” means any employing unit which in any calendar quarter in either the current or preceding calendar year paid wages for service in employment. The requirements of “\$1,500 in wages” and “some portion of a day in each of 20 different calendar weeks had in employment at least one individual” no longer apply (Ch. 1080 (H. 2321), L. 2018).

The law also now provides that an individual is disqualified from receiving benefits for any week when, in connection with a separation or layoff of an individual, the individual's employer makes a payment or payments to the individual, or becomes obligated to make a payment to the individual as vacation pay, or a vacation pay allowance, or as pay in lieu of vacation. Wages with respect to vacation pay mean a sum equal to the wages of an individual for a normal workday attributed to, or deemed



to be payable to the individual with respect to, the first and each subsequent workday in such period until such amount so paid or owing is exhausted, not to exceed five workdays (Ch. 1080 (H. 2321), L. 2018).

Also, pension, retirement or retired pay, annuity, or any other similar periodic payment made under a plan maintained or contributed to by a base period or chargeable employer where, except for benefits under the federal Social Security Act or the federal Railroad Retirement Act of 1974 or the corresponding provisions of prior law, the plan's eligibility requirements or benefit payments are affected by the base period employment or the remuneration for the base period employment. However, this provision only is applicable if the base period employer has made 100% of the contributions to the plan (Ch. 1080 (H. 2321), L. 2018).

Employer tax rate. Contribution rates in Iowa for 2019 will continue to be determined under Rate Table 7 and will range from 0.0% to 7.5%. New non-construction employers pay 1.0% and new construction employers pay 7.5% in 2019.

Louisiana Family and Medical Leave

Family and medical leave provisions applicable to public employment is expanded to allow teachers and other eligible employees to take sabbatical leaves for the birth or adoption of a child (Act 631 (H. 625), L. 2018, effective August 1, 2018).

Louisiana Sexual Harassment

New law is enacted requiring public employers to implement a sexual harassment prevention policy and provide training on the prevention of sexual harassment in the workplace. In addition, the law requires each agency head to compile an annual report by February first of each year containing information from the previous calendar year regarding that particular agency's compliance with the requirements of the new law (Act No. 270 (H. 524), L. 2018, effective January 1, 2019).

In addition, new law is enacted requiring acceptable use policies on state computers. Under the law, the division of administration is to adopt policies regarding the acceptable use by state employees who use state-owned or state-leased computers to access the internet and online sites that contain harmful material which is reasonably believed to be sexually explicit, pornographic, or sexually harassing and, therefore, reasonably believed to create a hostile work environment as prohibited by Title VII of the Civil Rights Act of 1964. In addition, the division of administration, through the office of technology services, must implement and use computer-related technology or internet service provider technology designed to block access or exposure to any such harmful materials (Act 669 (S. 391), L. 2018, effective August 1, 2018).



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Maine Child Labor

A rule of the Department of Labor Bureau of Labor Standards governing hazardous occupations for minors under the age of 18 in non-agricultural employment is amended. Section 772 of the Maine Revised Statutes Annotated was amended in 2017 (S. 548; LD 1564) to allow the Bureau to develop and maintain a list of occupations not suitable for employment of minors. The rules must conform as far as practicable to the child labor provisions of the federal Fair Labor Standards Act of 1938; 29 U.S.C. Sec. 212 and associated regulations.

The updated regulations provide additional definitions and update exemptions to be in line with federal exemptions, including clarifying limited exemptions for 17-year-old employees as truck drivers on an occasional and incidental basis if certain requirements are met; clarification of exemptions for apprentices, Career Technical Education (CTE) students in approved programs, and student learners; allowing for minors 16 and 17 years of age to serve as junior emergency medical services (EMS) persons, both as paid and unpaid volunteer; allowing minors who are 14 years of age and older to volunteer in certain career-oriented law enforcement programs; and adding additional prohibitions, including prohibiting employment of minors in places having nude entertainment and in all occupations in registered dispensaries of marijuana for medical use. Also, minors that are at least 16 years of age will no longer be prohibited from working alone in a cash-based business, and will be allowed to perform soldering and welding duties in accordance with federal standards. Further, cooking occupations for minors that are between 14 and 15 years of age are expanded to include venues allowed by federal standards (12-170 CMR 11 is amended effective August 19, 2018 (filing 2018-147, August 14, 2018).

Maine Sexual Harassment

A new law requires education and training regarding sexual harassment for legislatures, legislative staff, and lobbyists (Ch. 443 (S. 695; LD 1842), L. 2017, enacted July 4, 2018).

Massachusetts Minimum Wage

Living wage rates for the Town of Brookline and the City of Somerville are updated.

The "living wage" in Brookline is \$14.26 per hour as of July 1, 2018 (Brookline Living Wage Ordinance, <https://www.brooklinema.gov/DocumentCenter/View/9794/Living-Wage-By-Law?bidId>).

The "living wage" in Somerville is \$12.80 per hour as of July 1, 2018 (Somerville Living Wage Ordinance Certification Form, <https://www.somervillema.gov/sites/default/files/living-wage-ordinance-form.pdf>).



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Massachusetts Noncompetition Agreements

The Massachusetts Noncompetition Agreement Act is enacted. This new law specifies the minimum requirements for an employer to have a valid noncompetition agreement in place. Such agreements must be in writing and signed by both the employer and the employee and must state that the employee has a right to consult with counsel prior to signing. Generally, agreements can be no broader than necessary to protect one or more legitimate business interests: trade secrets; confidential information; or the employer's goodwill. Such an agreement would be limited to 12 months from end of employment, unless the employee has breached his or her fiduciary duty or has unlawfully taken the employer's property—in such cases, the restriction is limited to two years (Ch. 228 (H. 4732), L. 2018, enacted August 10, 2018, and applicable to noncompetition agreements entered into on or after October 1, 2018).

Michigan Preemployment Inquiries

Michigan has taken steps to “ban the box” in state employment and state licensing applications.

According to Michigan Governor Rick Snyder in a September 7 Press Release, the Department of Licensing and Regulatory Affairs (LARA) has removed the checkbox reading “Were you convicted of a felony?” that precedes occupational and construction code licensing applications.

The Governor also signed Executive Directive 2018-4 instructing all state departments and agencies to remove the felony question box that precedes job applications on NEOGOV, the website through which residents can apply for state employment. The felony conviction box will be replaced with an affirmation of good character statement, similar to what will be used on licensing applications.

The Governor is also encouraging private employers to voluntarily follow suit by removing the felony box from job applications or “moving the box” to later in the hiring process, noting that several Michigan employers have already taken this approach (*State of Michigan, Office of the Governor, Press Release, September 7, 2018*).

Minnesota Minimum Wage

The minimum wage rate in Minnesota will increase January 1, 2019, to \$9.86 per hour for large employers and \$8.04 per hour where the employer's annual gross revenues are less than \$500,000. These rates are adjusted for inflation.

The state minimum wage rate does not apply to work performed in the City of Minneapolis, which has higher minimum wage rates; The minimum wage rate in Minneapolis is \$11.25 per hour for employees of large employers with more than 100



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employees and \$10.25 per hour for employees of smaller employers with 100 or fewer employees, as of July 1, 2018 (*State of Minnesota, Department of Labor and Industry, Press Release, August 23, 2018*).

New Hampshire Law Against Discrimination

The New Hampshire “Law Against Discrimination” is expanded to prohibit discrimination based on gender identity (Ch. 176 (H. 1319), L. 2017, effective July 8, 2018).

New Jersey Unemployment Insurance

Contribution rates. For the period of July 1, 2018, to June 30, 2019, rates are determined under Schedule B and range from 0.40% to 5.4% for positive-balance employers and from 4.30% to 5.40% for negative-balance employers. New employers pay 2.8% during this period (Note that these are basic rates and do not reflect any subsidiary taxes or reductions).

New York Military Leave

The New York Military Law is amended to provide that a public officer or employee employed by the state who served in a combat theater or combat zone of operations as documented by a copy of his or her DD214, certificate of release or discharge from active duty, or other applicable department of defense documentation, is to be paid his or her salary or other compensation as such public officer or employee for any and all periods of absence while using any healthcare related services related to such duty, not exceeding five working days, in any one calendar year. This provision, which allows additional paid leave for certain public employees, was previously scheduled to take effect in March 2018 with a limit of eight working days, is now capped at five days and becomes effective on April 1, 2019 (Ch. 16 (S. 7289), L. 2018).

New York Sexual Harassment

A new website—“Combating Sexual Harassment in the Workplace”—is now available with resources for both employers and employees.

In addition, Governor Andrew M. Cuomo signed Executive Order No. 187—“Ensuring Diversity and Inclusion and Combating Harassment and Discrimination in the Workplace”—to direct the Governor’s Office of Employee Relations to take over all investigations of complaints of discrimination and harassment in state agencies. The Governor has also tasked the Chief Diversity Office and Commissioner of Civil Service with the responsibility for new statewide workforce diversity and inclusion efforts.



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Further, the Governor has released draft materials and guidance New York State's updated sexual harassment laws. The draft materials and guidance are accessible from the new website (<https://www.ny.gov/programs/combating-sexual-harassment-workplace>) (*State of New York, Office of the Governor, Press Release, August 23, 2018*).

New York Smoking in the Workplace

New York has expanded smoking prohibitions to include licensed child care facilities, including in private homes.

The law prohibits smoking and vaping in certain specified indoor areas, such as places of employment. Effective November 18, 2018, this law is expanded to prohibit smoking in any facility that provides child care services, including rooms in a private home as follows: (i) when such private home is not required to be licensed or registered for such services by the office of children and family services, rooms in such home are excluded from the prohibition during periods when children receiving such services are not present; and (ii) when such private home is required to be licensed or registered for such services by the office of children and family services, rooms in such home are included within the prohibition, regardless of whether or not children receiving such services are present (Ch. 201 (A. 397), L. 2018, enacted August 20, 2018, and effective November 18, 2018).

Pennsylvania Equal Pay

Governor Tom Wolf signed Executive Order 2018-18-03—"Equal Pay for Employees of the Commonwealth"—on June 6, 2018. The Order restricts Commonwealth agencies from inquiring about a job applicant's current salary or salary history information, except where compensation is based on: (a) a collective bargaining agreement; (b) a seniority system; (c) a system of merit pay increases; (d) a system that measures earnings by quantity or quality of production, sales goals and incentives. Job postings must clearly disclose a job position's pay scale and pay range. The Commonwealth must disclose on the employment website that the applicant is not required to furnish current compensation or prior compensation at any stage of the hiring process. A job applicant would not be prevented from volunteering information about salary in negotiations about salary; provided, however, no agency can request such disclosure of information.

Vermont Fair Employment Practices

The Vermont anti-discrimination laws have been expanded to include "crime victim status" as a protected class (Act No. 184 (H. 711), L. 2018).



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Vermont Jury Duty and Court Attendance Leaves

A crime victims' leave law is in place, effective as of July 1, 2018. Under the law, an employee who is a crime victim is entitled to take an unpaid leave from employment to attend a deposition or court proceeding related to:

- (1) a criminal proceeding, when the employee is a victim as defined in 13 V.S.A. Section 5301 and the employee has a right or obligation to appear at the proceeding;
- (2) a relief from abuse hearing pursuant to 15 V.S.A. Section 1103, when the employee seeks the order as plaintiff;
- (3) a hearing concerning an order against stalking or sexual assault pursuant to 12 V.S.A. Section 5133, when the employee seeks the order as plaintiff; or
- (4) a relief from abuse, neglect, or exploitation hearing pursuant to 33 V.S.A. chapter 69, when the employee is the plaintiff. The law also provides employer posting requirements (Act 184 (H. 711), L. 2018).

Vermont Parental and Family Leave

The Vermont Parental and Family Leave law is amended to include leave for crime victims (Act No. 184 (H. 711), L. 2018).

Vermont Sexual Harassment

Law relating to prevention of sexual harassment in the workplace is amended to require that the workplace be free from sexual harassment. Also, employment contracts are prohibited from containing provisions that would prevent an employee from disclosing sexual harassment or waiving rights and remedies with respect to a claim.

An agreement to settle a claim of sexual harassment shall not prohibit, prevent or restrict the employee from working for the employer, or any parent company, subsidiary, division or affiliate of the employer.

Settlement agreements must also expressly state that agreeing to a settlement would not prevent an employee from reporting sexual harassment to an appropriate government agency, complying with a discovery request or testifying at a hearing or trial related to a claim of sexual harassment, or from exercising his or her right under state or federal law to engage in concerted activity for mutual aid and protection.

A person who files a civil action alleging sexual harassment is now required to provide notice of the action to the Attorney General or Human Rights Commission.



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Further, the law is amended to permit the Attorney General or Human Rights Commission to inspect a place of business or employment to determine if the employer is in compliance with the law (Act 183 (H. 707), L. 2018).

Wyoming Unemployment Insurance

Wyoming's taxable wage base for 2019 is \$25,400, up \$700 from the 2018 taxable wage base of \$24,700.

Important Reminder

Upcoming Deadlines Gallagher

Keeping track of all of the compliance requirements that face employers sponsoring health and welfare plans has always been a challenge. The additional requirements imposed on employers by the Patient Protection and Affordable Care Act ("PPACA") has added significantly to the burden. Each month this article will provide information on deadlines that are coming up in the next three months for a calendar year plan. Key requirements for November and December 2018 and January 2019 are listed below.

Dates are based on the timing for a calendar year plan (except as noted); employers with non-calendar year plans will need to modify dates as appropriate.

Deadlines for November and December 2018 and January 2019

- **November** – there are no general deadlines for calendar year plans that fall within the month of November. Non-calendar year plans may have deadlines for activities such as reporting creditable/noncreditable drug coverage to CMS or filing Form 5500.
- **December 14, 2018** – ERISA plans responsible for providing SARs must distribute SARs to all plan participants (if Form 5500 filing extended).
- **December 31, 2018** – group health plans must have distributed the annual notices for the Women's Health and Cancer Rights Act and the Children's Health Insurance Program unless the notices were provided during annual enrollment.
- **January 1, 2019** – new indexed dollar values become effective (e.g., transportation assistance program maximums, maximum salary reduction amount for health FSA, and maximum contributions to a HSA).
- **January 31, 2019** – due date to provide Form W-2 Wage and Tax Statement, Form 1095-B Health Coverage (by certain self-insured health plans), and



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Form 1095-C Employer-Provided Health Insurance Offer (by applicable large employers) to employees. (Note: This deadline to provide Form 1095-B or 1095-C may be extended by a maximum of 30 days by sending a letter to the IRS.)

Indexed Medicare and HSA Values

Updated 2018 values for Medicare Part D and HSAs were released in April 2017. See our May 2017 articles "*Medicare Part D Benefit Parameters for 2018*" and "*IRS Releases 2018 HSA Dollar Values*" in our May 2017 Directions ([click here](#) for a copy). Updated values for Medicare Parts A and B were released in November, see our article December 2017 Directions article "*CMS Announces 2018 Medicare Parts A and B Values*" [click here](#) to access. 2019 values for Medicare Part D were released in April 2018, see our April 2018 article "*Medicare Part D Benefit Parameters for 2019*" ([click here](#) for a copy.) The maximum family contribution to an HSA for 2018 was decreased by \$50 in early March 2018. See our March Directions article "*IRS Revises Several Inflation Adjustment for 2018 – Including the Family HSA Contribution Limit*" ([click here](#) for a copy). In April, the IRS issued guidance reverting to the original value for the family HSA contribution. See our article "*IRS Modifies Maximum Family HSA Contribution for 2018*" in the May issue of Directions ([click here](#) for a copy). HSA values for 2019 were released in May. See our article "*IRS Releases HSA Dollar Values*" in May Directions ([click here](#) for a copy).

Ongoing Activities (Selected)

Many compliance requirements apply every month. Some of the key ongoing requirements are:

- Marketplace notices - to all newly hired employees within 14 days of hire
- Provide the following materials when an employee becomes eligible for/enrolled in the health plan:
 - Summary of Benefits and Coverage ("SBC") – upon eligibility
 - HIPAA Notice of Privacy Practices – upon enrollment
 - COBRA General (Initial) Notice – to employee (& spouse if married) – upon enrollment
 - HIPAA Special Enrollment Rights Notice – upon eligibility
 - Medicare Part D certificate of creditable/non-creditable drug coverage – upon enrollment



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In addition to federal requirements, some states have additional requirements such as reporting on the availability of dependent health coverage. Employers should check with their state(s) to determine what requirements and deadlines will apply.

Note: We include information about the above required communications indicating whether the requirement is triggered by the employee's eligibility or enrollment in the plan. Exact timing varies by requirement.

Our list focuses on major federal and, in some cases state, requirements that will impact a significant number of employers. It is not intended to be a comprehensive list.

The intent of this Newsletter is to provide general information on employee benefit issues. It should not be construed as legal advice and, as with any interpretation of law, plan sponsors should seek proper legal advice for application of these rules to their plans. © 2018 Arthur J. Gallagher & Co.

The Other 2 Proposals



SAFER Program Benefits Proposal

October 30th, 2018

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

Hello Heather,

Adapt Management is very interested in helping you achieve the activities and goals described in your new 2017 SAFER grant. The Adapt team has extensive grant management experience. We have managed over \$31 million in federal funds for our 24 clients, including 4 current DHS SAFER Retention & Recruitment grants.

In our proposal you will find we are more than qualified to successfully manage your SAFER grant. Please feel free to call any of our existing clients to learn how we've helped them accomplish their goals. Contact information is listed on page 4 and 6.

Sincerely,

Greg Redden
Adapt President
1775 W. State Street #225
Boise, ID 83702
208-345-5109
Greg@adaptmanagement.org

Statement of Understanding - I, Greg Redden, certify that I have read the City of Hailey Request for Proposal policies and procedures. I understand the program is designed to increase the retention and recruitment of volunteer first responders through a regional monthly benefits program, NFPA physicals, and a recruitment campaign. I am legally authorized to bind Adapt to this proposal and cost schedule. I am the one that all correspondence should be directed to in this RFP process.

Greg Redden
Dated: 10/30/2018

7. Brief Company Profile Including Primary and Service Locations

The Adapt Management team specializes in comprehensive association management, including grant management, membership growth campaigns, event management and negotiating new member benefits.

Our primary goal is to form strategic partnerships with our clients to determine organizational goals and identify effective methods of obtaining desired end results. Adapt is dedicated to providing Firefighter, EMS, Law Enforcement, and non-profit associations with appropriate organizational support. We effectively manage national and state grants through FEMA, DHS, and NHTSA. These projects have been recognized for being completed as budgeted and ahead of schedule.

Adapt has represented 24 Fire Service organizations in Alaska, Arizona, California, Colorado, Florida, Idaho, Illinois, Maryland, Nebraska, Nevada, Ohio, Rhode Island, South Carolina, and Tennessee, and the Association of Professional Law Enforcement Emergency Vehicle Response Trainers (ALERT), and the International Association of Directors of Law Enforcement Standards and Training (IADLEST).

Our office is in downtown Boise, ID, but we work mainly in each clients' state or county. Our contact information is:

Adapt	(established in 2002)
1775 W. State Street #225	
Boise, ID 83702	
P - 208-345-5109	fax 208-345-8692
Greg@adaptmanagement.org	cell 208-830-7611

8. Proposed Team

The Adapt team is committed to assisting the City of Hailey with their SAFER grant and believes we are more than qualified to do so successfully. If awarded this contract, Adapt's President Greg Redden will lead the set-up of your SAFER grant to ensure the project's ultimate success. Greg will then assign a designated and experienced Adapt Recruitment & Retention Coordinator to oversee every aspect of your SAFER grant. This R&R Coordinator will be backed by the entire Adapt team to ensure success and effectiveness.

All of our team members are based in our downtown Boise, ID office with the same contact information as above.

Adapt Company Structure:

Greg Redden - President/Partner	Greg@adaptmanagement.org
Kate Mewes – Partner/Project Manager	Kate@adaptmanagement.org

Kristen Ovitt – CPA	Kristen@adaptmanagement.org
Afton Tarin - Marketing Assistant	Afton@adaptmanagement.org
Matthew Wordell – Graphic Designer	Matthew@adaptmanagement.org
Marielle Westphal – Benefits and Payroll Administrator	huntleybenefits@gmail.com
Shea Webster – Idaho Insurance Agent	slwebster@qwestoffice.net

Adapt’s Partners, Greg Redden and Kate Mewes, will provide monthly reporting to the Hailey SAFER Grant Committee with updates on current projects, results to-date and upcoming initiatives to ensure all program goals are accomplished on schedule.

Greg has over 33 years of experience in marketing and building relationships in the fire service. He started fostering relationships with fire department leaders in the insurance business, working for California Casualty for 18 years. Greg started the Redden Group/Adapt in 2002 and he assisted in starting the Idaho Volunteer Fire & Emergency Services Association (IVFESA) where he learned about managing SAFER Grants. Since finding this business opportunity, Greg has continued to build relationships with fire service leaders across the country and has assisted countless departments in their recruitment and retention efforts.

Kate Mewes graduated from Boise State University 9 years ago with a degree in Business Management. After much consideration she decided to join Greg in 2009 to assist in the fire service industry. Kate began by managing IVFESA’s membership, annual conference, and other daily activities. Once Adapt began managing SAFER Grants Kate quickly began managing her first grant 7 years ago for the Ohio Fire Chiefs Association. Over the years she has managed every aspect of the grants, from tuition reimbursement application processing to media buying.

Kate will be responsible for management and maintenance of Adapt’s financial record management system that tracks all budget allocations and expenditures for your grant funds. Kristen Ovitt (CPA) will oversee our accounting and maintain all records of SAFER grant spends for any required annual audits and FEMA audits.

Kate Mewes will also complete the quarterly reports as required by FEMA with updates on current projects, results to-date and upcoming initiatives to ensure all program goals are accomplished on schedule.

Marielle Westphal currently processes all of our SAFER Grant client’s POC/Volunteer monthly benefits either through the QTS Payroll system or Paychex system. Marielle processes all monthly program benefit payments such as 401-Ks, AD&D insurance, health insurance, and child care expenses for each POC/Volunteer firefighter.

Shea Webster is an Idaho licensed Personal Lines and Commercial Insurance Agent and has insured the Blaine County fire departments with Accidental Death & Dismemberment in the past through either Provident or VFIS.

9. Similar Experience, Including Other Municipal and Relevant Clients

Adapt currently manages 3 county-wide SAFER Grants and 1 department specific SAFER grant that are very similar to the City of Hailey's new SAFER Grant. Below you will find information on 3 relevant projects, each of them contains a monthly benefits program to enhance retention and recruitment of their Volunteer Firefighters that Adapt manages. I am also including Adapt's statistics on the completed 2012 SAFER Grant for the Blaine County Fire Chiefs.

Bowie Volunteer Fire Department (Chief Jonathan Howard – 240-508-3929)

In 2015 Bowie was awarded a \$1,877,900 SAFER Grant to provide funding for a Volunteer Firefighter stipend program, tuition reimbursement and multi-media recruitment campaign. Over the last 3 years this grant has disbursed over \$560,000 to the 51 Volunteers at their department in the form of a monthly stipend. In addition, it has awarded the Volunteers over \$200,000 in tuition reimbursement for them and their families. Within this project Adapt manages a large media budget that is utilized across many avenues. Our team has purchased ads in local publications, TV commercial flights, Pandora and Facebook ads. For each need within these marketing channels Adapt has provided everything, from content to graphics to commercials.

Huntley Fire Protection District (Chief Scott A. Ravagnie - 847-669-2995)

Huntley FD was awarded a regional \$1,511,000 SAFER Grant in 2015 for 4 large fire departments 1-hour west of Chicago, IL. All 4 departments combined are staffed with 82 career firefighters and supported by 138 POC and Part-time Operational Firefighters. This SAFER grant provides a monthly incentive for all Volunteer (POC and PT) Firefighters who achieve the point system operational participation goals, plus NFPA compliant physicals, training, and PPE for all New Recruits. We also purchased an AD&D insurance policy with these grant funds from Provident Insurance to cover all of the POC/Volunteer Firefighters.

Santa Clara County Volunteer Fire Departments (Chief Mike Hacke, 408-228-3997)

These 3 Volunteer Fire Departments (Stevens Creek, Casa Loma, and Spring Valley) were awarded a regional \$782,020 SAFER Grant in 2015. All three 100% Volunteer departments combined are staffed with 104 Volunteer Firefighters. This SAFER grant provides a monthly incentive for all Volunteer Firefighters who achieve the point system operational participation goals, plus NFPA compliant physicals, training, and PPE for all New Recruits. We also purchased an AD&D insurance policy with these grant funds from Provident Insurance to cover all of the Volunteer Firefighters.

Blaine County Fire Chiefs (Chief Bart Lassman – 208-727-1187)

- Period of Performance: November 18, 2012 – November 17, 2016
- Amount Awarded: \$1,699,900
- Starting Number: 145 Volunteers (includes all 8 departments)
- Ending Number: 173 Volunteers

- New Recruits during the POP of grant: 165
- 71% of Volunteers qualified for monthly benefits on average (Volunteers could qualify for a monthly benefit by achieving performance goals. Each Volunteer chose what monthly benefit motivated them from 401Ks, health insurance, dental insurance, or tuition reimbursement)
- 131 new online applications received through VOLUNTEERFIREFIGHTER.ORG

10. Program Design Approach and Creative Solutions

Greg Redden and the Adapt team will meet with the City of Hailey staff and SAFER Grant Committee on November 28th to review and analyze the awarded project budget. During this meeting, we will agree with the staff and Committee on the approved approach for completing the work, describe what resources it will take to meet all tasks and deadlines, and explain our work plan and schedule using our experience described above. Greg Redden and the R&R Coordinator will design the new monthly benefits program by December 14th. In addition, the Adapt R&R Coordinator will create a timeline, establish goals, define roles and responsibilities for the City of Hailey SAFER Grant Committee, create a detailed budget, and provide the City of Hailey and FEMA/DHS with quarterly progress reports.

The R&R Coordinator will accomplish your grant goals by:

1. Creating a timeline, establishing goals, and defining roles & responsibilities for the City of Hailey and the SAFER Grant Committee
2. Selecting and setting up benefits that are attractive to each Volunteer with a focus on a 401K Plan, Health Retirement Account, Tuition Reimbursement, AD&D and Disability Insurance, Critical Care Coverage, and Child Care Reimbursement. The important part of this process is to provide benefits that will motivate the Volunteer/POC Firefighters. The Adapt Team will meet with the Firefighters to gain their input
3. Developing the 2 Tier Points Incentive Program and the Firefighters' Benefits MOU
4. Managing the cafeteria style benefits plan election and enrollment process
5. Working with the Committee to design an Administration Guide for the monthly benefits, NFPA compliant physicals, and PPE reimbursement process to ensure federal regulation compliance
6. Processing the monthly benefits "payroll" on a timely basis to motivate the Firefighters
7. Monitoring and directing the NFPA 1582 compliant physical process
8. Developing a marketing campaign focusing on these new Volunteer benefits
9. Managing the DHS/FEMA reimbursement and reporting process

The 7 members of our experienced team currently manage these SAFER grant models:

Monthly Incentive Plan: market and manage a volunteer firefighter incentive plan, offering current and new volunteer emergency responders who achieve set participation levels a monthly benefit. The Volunteer chooses what motivates them to maximize performance.

Tuition Reimbursement and Retention Incentive Program: develop the process and coordinate logistics for college tuition reimbursement for current and future volunteers who agree to a long-term commitment with their local fire department.

Local Recruitment Marketing Assistance Program: work with fire departments throughout your area to identify and implement an effective retention and recruitment plan using SAFER grant funds.

NFPA Compliant Physicals and PPE Distribution: managing the process according to the 2017 DHS/FEMA SAFER grant NOFO and FEMA award letter requirements.

To learn more on how Adapt Management can help you, please feel free to call:

Chief Dan Eggleston, IAFC President, 434-531-6600

Chief Kevin Quinn, NVFC Chair, 401-255-5927

Chief Mike Morgan, Colorado State Fire Marshal, 970-625-1243

Chief Rick Susi, Rhode Island Fire Chiefs, 401-692-0795

11. Proposed Cost Schedule

If this proposal is awarded, the Adapt team will immediately meet with the City of Hailey SAFER Grant Committee on November 28th to read and analyze the awarded SAFER grant narrative and budget, and agree with the Committee on the approved approach for completing the work, describe what resources it will take to meet all tasks and deadlines, and explain our work plan and schedule using our experience described above.

Phase 1, Program Design and Set-up: November 27th – December 19th, 2018

Greg Redden and Kate Mewes will meet with the Grant Committee on November 28th and again on December 19th. During these 3 weeks the Adapt Team will finalize the benefits program, set up Committee and Firefighter selected benefits, develop the 2-tiered performance system, and provide an administration guide for all aspects of your grant.

Adapt's Consultant Fee for Phase 1 = \$115 per hour x 84 hours = \$9,660.

Phase 2, Third Party Administration: January 1st, 2019 – September, 2022 POP Ending

For these monthly services, the City of Hailey shall pay Adapt a Retention & Recruitment Coordinator fee for each of the 4 years of the grant as specified and budgeted in the grant. This management fee can be paid from your Benefits Consultant, R&R Coordinator, and/or Grant Administrator salary and fringe benefits budget lines in the grant. This compensation includes professional fees only. All other hard costs, such as travel, outsourced work, printing, and

mailing expenses will be billed separately through the DHS SAFER grant procedures and within the grant budget.

We will provide Adapt's grant management services for a competitive rate of \$2,300 per month. (\$115 per hour x 20 hours per month).

If the City of Hailey's staff members decide to manage some of the tasks described in the grant narrative or required by federal regulations, then Adapt's fee would be reduced accordingly.

This compensation shall be paid per the DHS guidelines and schedule. The initial payment will be scheduled for the 1st FEMA reimbursement request. All Coordinator fees will be spread evenly between reimbursements throughout the grant period of performance.

Should services exceed the scope of this agreement, a cost estimate in the form of a change order, will be provided at such time such work is requested. Professional fee plus expenses will be charged. No work outside the scope of the grant shall be performed unless the change order has been approved by the City of Hailey.

The Adapt Management team is thrilled to submit this proposal to manage your 2017 SAFER Grant. We fully believe we can successfully manage and implement this grant program so that it will benefit each Firefighter involved to the fullest. Our company offers all of the services, skills, and experience to effectively manage the City of Hailey SAFER grant.

Thank you for your time and for the opportunity!

November 2, 2018

Heather Dawson
City Administrator
115 Main Street South, Suite H
Hailey, ID 83333
heather.dawson@haileycityhall.org

Dear City of Hailey Representatives,

Organized Freedom LLC is pleased to provide the City of Hailey with a proposal to provide Grant Manager for the Staffing for Adequate Fire and Emergency Response (SAFER) program.

Please find below our response to the Request for Proposal (RFP) dated October 17, 2018.

7. Brief Company Profile including Primary and Service Locations:

Organized Freedom LLC operates from their company's office at West Magic, Idaho. The company has work within Blaine County and travels into the area several days a week. Contact information is

Organized Freedom LLC
960 West Magic Road #38
West Magic, Idaho 83352
barbymagic@sunvalley.net
208.720.1738

8. Proposed Team:

Organized Freedom LLC's primary contact is
Stacy McLaughlin, General Manager
960 West Magic Road #38
West Magic, Idaho 83352
barbymagic@sunvalley.net
208.720.1738

Stacy McLaughlin's experience consists of Project Management, Payroll, Office Management, Grant Administration and Systems Creation. Her resume is attached that details her work experience and other references.

9. Similar Experience, including Other Municipal and relevant Clients:

Blaine County Fire Chiefs Co-op (Bart Lassman)
SAFER Grant awarded for \$1.7M to recruit and retention volunteer firefighters and emergency responders. The grant was a four year grant with over 150 volunteers receiving benefits at any one time. The program provided 401k benefits, continuing education, health insurance or dependent care.

West Magic Fire District (Don Hartman)

Various grants from BLM, Idaho Fire Chiefs and Idaho Department of Lands where equipment was to be procured and put into service. The equipment ranged from small tools to personal protective equipment and apparatus.

Local Emergency Planning Committee (Chuck Turner, former lead)

Website development and set up for the planning committee along with working with local agencies to gather information, put into a system, train employees and implement the website and future updates.

10. Program Design Approach and Creative Solutions:

Having formerly administered a large SAFER grant it is important to understand the grant guidance, the processes by which information is to be disseminated to FEMA as well as the City and the department leads involved. It is critical that a complete filing system is structured, put into place and maintained throughout the grant and beyond. Clear communication on every level of the grant makes for a seamless process and successful grant for the volunteers who are the main reason for this grant.

11. Proposed costs. Phase 1, Program Design and Set-up:

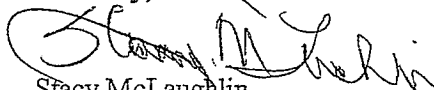
For Phase 1 of the project, we propose initial set up fee of \$3,000 to schedule, hold and attend meetings as well as put the initial paperwork in place for volunteers, the City and the grant requirements.

For Phase 2 of the project, we propose our current fee schedule:

- | | |
|------------------------------------|------------|
| • File set up and organization | \$50.00/hr |
| • Organize/manage finances | \$50.00/hr |
| • Time management/paper management | \$40.00/hr |
| • Records Management | \$55.00/hr |

Thank you for giving me the opportunity to provide a response for the request for proposal. I look forward to hearing from you and working with the City for a complete and successful SAFER Grant.

Sincerely,


Stacy McLaughlin
General Manager

Attachment

STACY M^CLAUGHLIN

960 West Magic Road #38
115 Soldier Drive
West Magic, ID 83352

208-720-1738 cell
208-487-2289 fax
barbymagic@sunvalley.net

EDUCATION: Associate of Arts, Accounting, College of Southern Idaho, 1991

MEMBER: Blaine County Local Emergency Planning Committee, Secretary/Information Officer & Project Manager for Communications Design Project, 2013 - present
National Notary Association, 2004 - present
Notary Law Institute, 2004 - present

WORK EXPERIENCE:

Responsibilities and assignments include but are not limited to the following:

The Organized Xperience LLC, General Manager, July 2017 – present

- Work with individuals and businesses on how to organize stuff, space, money and time

Blaine County Education Foundation, Bookkeeper, August 2016 – September 2018

North Lyon Fire Protection District, Payroll Clerk, September 2013 – September 2016

Huntley Fire Protection District, Administrator/Bookkeeper, January 2016 –

September 2016

Stevens Creek Volunteer Fire Department, Grant Admin, August 2015 – September 2016

Tennessee City Volunteer Fire Department, Payroll Clerk, July 2014 – September 2016

- Manage monthly benefits and payroll for individual volunteers
- Coordinate monthly reports with grant administrator
- Bookkeeper

Redfish Technology, Bookkeeper, May 2014 – present

Wood River Fire Protection District, Payroll Clerk, June 2013 – April 2018

Blaine County Fire Chiefs' Co-Op, Local Administrator, November 2012 - present

- Administer \$1.7M Grant to retain and recruit volunteer firefighters and first responders
- Manage monthly benefits and payroll for individual volunteers
- Coordinate monthly reports with fire chiefs
- Bookkeeper

West Magic Resort LLC, Manager, July 2004 - present

- Manage restaurant, bar, RV park and C-store
- Hire and train employees
- Bookkeeper

West Magic Fire District, Secretary/Treasurer, January 2003 – present,
Commissioner, 2012 – present, Volunteer Firefighter 2003-present

- Coordinate training for volunteer crew
- Manage day to day activities for district
- Handle all secretarial and bookkeeping tasks

Walker Sand & Gravel Ltd. Co., Bookkeeper, 2002 – September 2018

- Verify all truck loads picked up or delivered from plant
- Manage customer, equipment and price lists
- Run fuel and mileage reports for trucks and equipment
- Back up and maintain ILS database
- Maintain and develop all corporate manuals and forms

Lake View Meadows Well Association, Secretary/Treasurer, 2001 – present

- Manage association agreements
- Coordinate maintenance as needed
- Bookkeeper

Northern Rockies Folk Festival, Secretary/Treasurer, 2001 – 2005

- Coordinate committee meetings
- Review and execute contracts
- Coordinate volunteers and staff for annual event

Organized Freedom LLC & Organized Health, Owner, 1999 - present

- Bookkeeper
- Professional Organizer
- Grant Administrator

POWER Engineers, Inc., June 1991 – March 2002

Records Manager, Administrative Assistant, Document Coordinator, Project Administrator

Document Coordinator/Construction Specification Developer, Large Project Document Coordination and Quality Control, Uniform and Consistent Documentation of Company and Project Procedures, Training Design and Procedures/Documentation Training

Maintained and developed corporate manuals. Conducted the training classes at the corporate level. Successfully planned and coordinated client meetings and conferences and community events - Relay for Life.

SPECIAL QUALIFICATIONS:

Committed to complete customer service, Complete attention to detail, Dependable, Trustworthy and Highly organized

REFERENCES:

Brad Walker (Walker Sand & Gravel) 208-788-4525
Rob Reeves (Redfish Technology) 208-788-8260
Bart Lassman (Wood River Fire Protection District) 208-788-5577

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY

SUBJECT: Motion to adopt Resolution 2018-132, authorizing a grant agreement with the Idaho Transportation Department in the amount of \$60,000, to upgrade six ADA curb ramps on Main St.

ACTION ITEM

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The Idaho Transportation Department (ITD) ADA Curb Ramp program provides funding for projects to address curb ramps on the state highway system. The goal of the program is to provide accessible facilities for pedestrians with disabilities while allowing local jurisdictions flexibility in meeting the required standards. Applicants can qualify for up to \$60,000 in state funding to construct new or alter existing curb ramps on the state highway system to meet the requirements of the ADA.

In February 2018 the City applied for a \$60,000 ADA Curb Ramp program grant to upgrade the following six locations along Main St.:

SE corner Silver St.	SE corner Carbonate St.	NE corner Carbonate St.
SW corner Silver St.	SW corner Carbonate St.	NW corner Carbonate St.

ITD has approved the City's grant application and awarded \$60,000 in state funds to complete the work. There is no required match. However, the City must pay engineering design fees, and any construction costs in excess of \$60,000. All six curb ramps must be upgraded under the agreement.

The funds will become available at the beginning of the state's FY20 fiscal year (July 1, 2019). Design and bidding may occur prior to that date. ITD will sign and date the agreement after their FY20 fiscal year commences. The grant agreement is attached.

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 type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input type="checkbox"/> Police | _____ |
| <input type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works | _____ |
| <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2018-132, authorizing a grant agreement with the Idaho Transportation Department in the amount of \$60,000, to upgrade six ADA curb ramps on Main St. **ACTION ITEM**

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./Agrmt./Order Originals: Record

Copies (all info.):

Instrument # _____

*Additional/Exceptional Originals to: _____

Copies (AIS only)

**CITY OF HAILEY
RESOLUTION NO. 2018-132**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING A GRANT AGREEMENT WITH THE IDAHO TRANSPORTATION
DEPARTMENT IN THE AMOUNT OF \$60,000 TO UPGRADE SIX ADA CURB RAMPS
ON MAIN ST.**

WHEREAS, the Idaho Transportation Department, hereafter called the STATE, has submitted an Agreement stating obligations of the STATE and the CITY OF HAILEY, hereafter called the CITY, for ADA improvements on State highways; and

WHEREAS, the STATE is responsible for obtaining compliance with laws, standards and procedural policies in the development, construction and maintenance of improvements made to the Federal-aid Highway System; and

WHEREAS, the CITY and the STATE are providing funds for this project.

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

1. That the Cooperative Agreement to construct ADA improvements on State highways within city limits is hereby approved.
2. That the Mayor and the City Clerk are hereby authorized to execute the Agreement on behalf of the CITY.
3. That duly certified copies of the Resolution shall be furnished to the Idaho Transportation Department.

Passed this 26th day of November, 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution passed at a regular meeting of the City Council, City of Hailey, held on November 26, 2018.

ATTEST:

Mary Cone, City Clerk

**COOPERATIVE AGREEMENT
PROJECT NO. A022(089)
FY20 HAILEY 6 ADA RAMPS
BLAINE COUNTY
KEY NO. 22089**

PARTIES

This Agreement is made and entered into this _____ day of _____, _____, by and between the **IDAHO TRANSPORTATION BOARD** by and through the **IDAHO TRANSPORTATION DEPARTMENT**, hereafter called the State, and the **CITY OF HAILEY**, hereafter called the City.

PURPOSE

The City of Hailey wishes to upgrade the following curb ramps within the City limits.

D4_08832	D4_08843	D4_08835
D4_08836	D4_08839	D4_08840

The State has agreed to participate in the cost of this work. This Agreement will provide for the responsibilities of the parties in this project.

Authority for this Agreement is established by Section 40-317 of the Idaho Code.

It is mutually agreed and understood by the Parties that:

SECTION I That the State will:

1. Upon execution of this Agreement and receipt of a written request from the City, pay to the City the amount of Sixty Thousand Dollars (\$60,000) to be used for Americans with Disabilities Act (ADA) curb ramp improvements as identified above. The amount paid under this agreement is a lump sum payment. No additional funds will be paid for this work.
 - a. Payment will be divided into two parts. The State will pay 75% of the above-mentioned amount upon the initial written request. The remaining 25% will be paid upon the completion of the project provided that the work is completed to the State's satisfaction.
2. Upon notification of start of construction, update that information to 511 Traveler Information Services.

*Cooperative Agreement
City of Hailey
Key No. 22089
Page 1*

3. At its discretion, perform an inspection of the work upon notification from the City of completion of the work.
4. At its discretion, audit the project records to ensure the funds paid to the City were utilized as intended by this Agreement.

SECTION II That the City will:

1. Provide for design and construction of the improvements as identified above.
2. Design and construct the project to State Standards as defined in the current version of the Idaho Transportation Department's Design Manual, or as subsequently revised. The current Design Manual can be viewed at the following web site: <http://apps.itd.idaho.gov/apps/manuals/manualsonline.html>.
3. Submit a traffic control plan to the State for review.
4. Provide notification to the State when construction on the project is to begin.
5. During construction, maintain pedestrian access in accordance with the Manual for Uniform Traffic Control Devices (MUTCD). The current MUTCD can be viewed at the following web site:
<http://apps.itd.idaho.gov/apps/manuals/manualsonline.html>.
6. Provide all funding necessary for the work over and above the funds paid by the State under Section I, Paragraph 1 above.
7. Upon completion of the work:
 - a. Notify the State and provide the opportunity for inspection of the completed project by the State;
 - b. Request project acceptance by the State
 - c. Complete and submit an ITD-0288 (ADA Ramp Inspection) form for each ramp constructed. The form(s) can be either mailed to the Idaho Transportation Department, Contracting Services Section, PO Box 7129, Boise, ID 83707-1129, or sent to the following e-mail address:
ITDAItContracting@itd.idaho.gov , and
 - d. Request final payment upon receipt of project acceptance by the State.

8. Maintain all project records, including source documentation for all expenditures, for a period of three (3) years from the date of final acceptance. If any litigation, claim, negotiation, or audit has been started before expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues that arise from it.
9. Comply with all other applicable State and Federal regulations.
10. Refund to the State the amount paid under this Agreement if the project is terminated prior to completion or if the project is not completed within two (2) years of the effective date of this Agreement.
11. At its own expense, correct any ramps constructed under this Agreement that do not meet ADA requirements.
12. To the extent permitted by Idaho law and as provided by the Idaho Tort Claims Act, indemnify, save harmless the State, regardless of outcome, from the expenses of and against suits, actions, claims or losses of every kind, nature and description, including costs, expenses and attorney fees that may be incurred by reason of any act or omission, neglect or misconduct of the Sponsor or its consultant in the design, construction and maintenance of the work which is the subject of this Agreement, or Sponsor's failure to comply with any state or federal statute, law, regulation or rule. Nothing contained herein shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby expressly reserved.

GENERAL:

1. This Agreement shall become effective on the date the parties entered into this Agreement, and shall remain in full force and effect until amended or replaced upon the mutual written consent of both parties.

EXECUTION

This Agreement is executed for the State by its Engineering Services Division Administrator, and executed for the City by the Mayor, attested to by the City Clerk, with the imprinted corporate seal of the City of Hailey.

IDAHO TRANSPORTATION DEPARTMENT

APPROVED

Engineering Services Division Administrator

RECOMMENDED

District Engineer

ATTEST:

CITY OF HAILEY

City Clerk

Mayor

By regular/special meeting held
on _____

hm:22089 Coop Hailey.docx

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/2618

DEPARTMENT: PW - Streets

DEPT. HEAD SIGNATURE: BY

SUBJECT: Motion to adopt Resolution 2018-133, authorizing the City's 2018/2019 Snow Removal Policy

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The City's 2018/2019 Snow Removal Policy is attached. The policy has not changed from the 2017/2018 version.

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2018-133, authorizing the City's 2018/2019 Snow Removal Policy

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

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

CITY OF HAILEY
RESOLUTION NO. 2018-133

RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH BLAINE COUNTY
FOR A COOPERATIVE ROAD MAINTENANCE PLAN DURING THE 2018/2019
SNOW REMOVAL SEASON

WHEREAS, the City of Hailey and Blaine County desire to cooperate in providing snow removal services on portions of certain City and County Streets,

WHEREAS, the City of Hailey and Blaine County desire to enter into a Memorandum of Understanding regarding the services to be provided,

WHEREAS, the City of Hailey and Blaine County agree to the terms and conditions of the Memorandum of Understanding, a copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the Memorandum of Understanding between the City of Hailey and Blaine County and that the mayor is authorized to sign the Memorandum of Understanding.

Passed this 26th day of November, 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk



City of Hailey

Public Works - Street Division

**Snow Removal Policy
2018-2019**



PRESEASON...

The Public Works Department's primary objective during the winter storm season is to provide safe transportation, emergency vehicle access to all citizens and support education and commerce during adverse weather conditions. In October, the Public Works Director and the Street Division Manager will meet to update this plan and develop a strategy to inform the general public of how their cooperation can help maximize the effectiveness of the snow removal operations.

The Street Division Manager will develop a report outlining equipment readiness and repairs needed for equipment; will develop a procedure for obtaining snow removal contracts and rental equipment; and outline the personnel required for snow removal work. The Public Works Director and Street Division Manager will meet with the Chief of Police to review vehicle towing procedures.

Public education is a key element to a successful snow removal plan. A press release will be issued in November and again in January that outlines impediments that restrict our ability to efficiently and safely conduct snow plowing operations. The Street Division will survey each street for encroachments that have occurred and "tag" each with a message outlining City Ordinances. The Police Department will provide warnings to vehicles that would be subject to towing during a snow event.

BEFORE THE STORM...

The Public Works Department will monitor the national weather service reports during the day to notify snow removal personnel that snow plowing is highly probable. The Street Division Manager or Crew Supervisor will assign personnel to be on first call if snow and ice control operations are implemented. To provide support as needed during a winter maintenance operation, the Street Division Manager will maintain on file the following information:

- ❖ The Snow and Ice Control Plan (current year)
- ❖ Status of materials
- ❖ List of operable and inoperable equipment
- ❖ List of primary personnel on alert status
- ❖ List of contracted services
- ❖ Location of storage sites
- ❖ List of support equipment/staff in the City of Hailey

DURING THE STORM...

Call Out Procedures:

Snow removal activities are generally performed during the night for safety and efficiency. For snow events occurring during the night the Police Officer on duty will monitor the accumulation of snow. When the accumulation is 3" or the weather pattern notes the likelihood of reaching 3" is imminent the Officer on duty will call the Street Division Manager to begin the call out of snow removal personnel. During the day the Public Works Department will monitor snow events and perform snow removal activities to the extent they can be safely performed. Sidewalks will be a



priority during the day if accumulations are presenting safety hazards to citizens.

The Street Division Manager shall develop and maintain all information needed to adequately, promptly, and verbally inform the Public Works Director of the status of work, personnel assignments, equipment and material needs, and facts concerning developing situations. Types of information which shall be assembled:

- ❖ A city map with markers to designate problem areas and accidents
- ❖ An equipment and personnel status report; number of personnel in the field, equipment in the field
- ❖ Street condition status report to include Priority 1, 2, 3, and 4 streets
- ❖ Current status of materials
- ❖ Storm data, i.e., accumulated snowfall, temperature forecast, etc.
- ❖ Projected needs for personnel and equipment

All information will be summarized in a form which the Public Works Director can quickly review in either an emergency or routine daily reporting task. The Street Division Manager will serve as the communications link with field personnel, administrative personnel, and police dispatchers. The Public Works Director will respond to questions and requests from the general public.

The news media, School District, Blaine County and City of Hailey Fire and Police Departments will be informed of all street closings. The Public Works Director must approve all street closings before notices are issued.

AFTER THE STORM...

When the storm is over, the Street Division Manager will prepare a written review of the snow and ice control operations that will contain:

- ❖ Amount and cost of time and overtime hours for Street Division employees
- ❖ Amount of all other time and costs, regular and overtime hours, for other divisions/departments
- ❖ Complete breakdown for contract equipment and cost
- ❖ Recommended additions and/or corrections to be made to the current Snow and Ice Control Plan

In addition to the above, begin the following procedures:

- ❖ Additional hauling and dumping operations needed
- ❖ Additional sanding as may be needed
- ❖ Inspection of all equipment utilized during the storm
- ❖ Report needed equipment repairs
- ❖ Inventory stockpile of sanding/de-icing material
- ❖ Cleaning of intersections as soon as possible
- ❖ Have a post-meeting with all employees to discuss possible improvements



Duties and Responsibilities:

This summary lists the major duties and responsibilities of various team members involved in the snow control plans for the City of Hailey.

Public Works Director:

- ❖ Review snow removal plan annually
- ❖ Coordinate public education efforts
- ❖ Authorize snow removal operations to begin
- ❖ Oversee Snow and Ice control operations
- ❖ Declare a snow emergency when conditions warrant
- ❖ Open emergency operations center when conditions warrant
- ❖ Monitor weather forecasts
- ❖ Respond to citizen complaints

Street Division Manager:

- ❖ Provide annual safety training for all employees involved in snow removal operations
- ❖ Prepare equipment readiness reports
- ❖ Examine snow storage areas for accessibility
- ❖ Coordinate snow removal operations
- ❖ Coordinate encroachment removal
- ❖ Prepare written report at the completion of each snow event

The Public Works Director, Police Chief or their designees are the only persons authorized to instruct the Street Division personnel to close certain streets or portions of streets to traffic. Barricading and signage shall be done in accordance with the Manual Uniform Traffic Control Devices.

Specific complaints will be handled as directed by the Public Works Director, but will not hamper the established orderly operations as described herein. Driveways, residential or commercial, shall not be plowed open unless specifically authorized by the Public Works Director. Driveways that are blocked during ice peeling operations will be cleaned as soon as possible.



Storm Classifications

The City of Hailey uses four storm categories and a Snow Emergency designation, defined as follows:

CATEGORY I

0" - 3" of snow resulting in icy conditions throughout the city.

All main arterials, selected collector streets, bus routes, around schools, hazardous stops, hills and all emergency facilities are treated with sanding and de-icing material. **Special attention will be given to the North sides of buildings with curb and gutter for ice buildup. Sidewalks will be plowed as needed.**

CATEGORY II

3" - 6" of snow resulting in sleet and slushy conditions; streets are plowed throughout the city.

All main arterials, selected collector streets, bus routes, around schools, hazardous stops, hills and all emergency facilities are treated with sand and de-icing material if necessary.

CATEGORY III

6" - 12" causing hazardous conditions.

All main arterials are plowed, treated with sand and de-icing material until the storm subsides. Then collector streets, bus routes, around schools, hazardous stops, hills and all emergency facilities are plowed and treated with sand and de-icing material.

CATEGORY IV

A major snowstorm amounting to 12" or more.

Concentration is given to all main arterials and emergency facilities. Thereafter, collector streets, bus routes and around schools are treated with sand and de-icing material and plowed as soon as possible. Residential streets are plowed and treated with de-icing material as soon as priorities allow, at the discretion of the Public Works Director.

SNOW EMERGENCY

A Snow Emergency will be declared when either the predicted snowfall over a 24 hour period exceeds 12" or when actual snowfall exceeds 12". A media release will be issued to inform the public of this declaration and the plans for snow removal work including the plowing activities in accordance with the Category IV snowstorm activities noted above. If the snowfall exceeds 12" overtime or Comp time will be authorized as needed during the event.



STREET SNOW REMOVAL PRIORITY

Priority 1 Routes: All main arterials and selected collectors considered to be the minimum network which must be kept open to provide a transportation system connecting hospitals, police and fire stations. These roads include: Main St., River St., 2nd Ave., 3rd Ave., McKercher Blvd., Myrtle St., Bullion St., Croy St., Elm St. (Main to 3rd), Fox Acres Rd., Woodside Blvd., Countryside Blvd., Airport Way, Aviation Dr.

Priority 2 Routes: Selected collectors, bus routes, and around schools. These roads include: Eastridge Dr., Cedar St., Silverstar Dr., War Eagle Dr., Robinhood, Northridge Dr., 4th Ave., Elm St. (Main to Aspen Dr.), Maple St., Buckhorn Rd., Quigley Rd., Empty Saddle, Sixth Ave, Mother Lode Loop, and Glenbrook Dr. including Industrial Park.

Priority 3 Routes: All other selected collectors completing the network covering the major traffic volume streets and selected "**Hot Spots**" such as intersections, hills, and known routes for disabled individuals.

Priority 4 Routes: All remaining streets, such as residential and local streets.

Except for unusual conditions, all priority 1, 2, and 3 streets will be kept open and maintained. When this is not possible, the priority 3 streets will be dropped first, and, if necessary, the priority 2 streets will be dropped. The priority 1 streets will be kept open at all times. The snow routes have been established so that regardless of which priorities are dropped, the remaining portion will be one connected, continuous system.

If snow accumulation completely blocks traffic movement, the priority 4 streets will be plowed when the crews are able to complete their higher priority routes. It is to be emphasized that plowing of priority 4 streets may not occur at all unless the Public Works Director determines the snowfall depth and/or drifting warrant such action. Equipment, however, will be provided as necessary to respond to emergency situations.

When plowed snow either restricts or interferes with traffic, snow will be loaded and hauled to pre-determined storage sites. Because of traffic volumes, the majority of hauling will be done at non-peak traffic volume times and will normally start when the storm ends. The Public Works Director declares a snow emergency in accordance with the definition.



PRIVATE STREET POLICY

Designated Private Streets, generally marked with blue street signs; e.g. all cul-de-sacs, dead ends, Airport West off streets, Jack Pine & Ponderosa, Little Indio Lane & Poulsen Rd.; are not maintained or plowed by city personnel. Private parking areas adjacent to public streets; e.g. Hailey Park Townhouses; are also the responsibility of the private property owners or homeowners' associations.

SIDEWALK POLICY

Priority Sidewalk Routes:

1. Main Street and east side of Woodside Blvd. sidewalks will be plowed and deiced as soon as possible during and after storms.
2. School routes along Elm and Cobblestone Streets, outside public facilities (i.e. City Hall, Library, Blaine County offices, Police Department, and emergency service buildings, sidewalks with curb and gutter between Main Street to River Street and Main Street to First Avenue, west side of Woodside Blvd.

During a **CATEGORY III** and **CATEGORY IV** storm, one pass will be made on Main Street and the east side of Woodside Blvd. Additional cleaning will be prioritized as time and resources allow.

PARKING POLICY

From November 1st to May 1st vehicles may not park within 6' of the asphalt from midnight to 7:00 a.m. on all city streets. This is simply the most effective way to keep cars off the street, a crucial factor in accomplishing an effective snow control plan. Snow emergency routes are posted with signs along the designated streets and will be enforced when necessary.



CONTINGENCY PLAN

The City of Hailey has a limited fleet of equipment and contracts for additional equipment from local contractors, nevertheless we need to plan for assistance should the need arise. The Idaho Transportation Department (ITD) has helped us in the past when we have had short term breakdowns. As always, this is contingent on the availability of their equipment and their work load; as such we should not entirely rely on this option. It is ultimately ITD's responsibility to make certain that the State Highway remains open. If we should have a long-term breakdown of equipment, we will request that they plow all snow to the center of the Highway, we will then utilize our loaders and trucks to remove this snow.

Should there be a major breakdown during a snow episode the Idaho Transportation Department should be contacted through Brad Lynch at 1-208-309-2227 or the State Shop 1-208-720-7502. Additional contacts include Steve Thompson, Blaine County Road and Bridge 1-208-720-7502, the County shop at 1-208-788-5580 and Todd Emerick at Friedman Memorial Airport at 1-208-788-4956 ext. 105.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY

SUBJECT: Motion to adopt Resolution 2018-134, authorizing an MOU between Blaine County and the City of Hailey for a cooperative road maintenance plan during the 2018/2019 snow removal season **ACTION**

ITEM

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The attached Memorandum of Understanding between Blaine County and the City of Hailey outlines a cooperative plan for snow removal along certain portions of City and County streets. The MOU is similar to past years, and has been reviewed by the Public Works Director and the Street Division Manager.

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 type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input type="checkbox"/> Police | _____ |
| <input type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works | _____ |
| <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2018-134 authorizing an MOU between Blaine County and the City of Hailey for a cooperative road maintenance plan during the 2018/2019 snow removal season **ACTION ITEM**

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

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

**CITY OF HAILEY
RESOLUTION NO. 2018-134**

**RESOLUTION OF THE MAYOR AND CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING A MEMORANDUM OF UNDERSTANDING FOR SNOW REMOVAL
WITH BLAINE COUNTY.**

WHEREAS, the City of Hailey desires to enter into an agreement with Blaine County under which Blaine County will perform snow removal activities along the portion of Broadford Rd. that is within the City of Hailey limits and the City will perform snow removal along County roads that are adjacent to Northstar Subdivision.

WHEREAS, the City of Hailey and Blaine County have agreed to the terms and conditions of the Agreement, a copy of which is attached hereto.

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

Passed this 26th of November 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

MEMORANDUM OF UNDERSTANDING
between
BLAINE COUNTY, IDAHO
And
THE CITY OF HAILEY
Cooperative Road Maintenance

This Memorandum of Understanding (“MOU”) for mutual road maintenance assistance is hereby entered into by and between Blaine County, Idaho, hereinafter referred to as the “County”; and the City of Hailey, hereinafter referred to as the “City”. The City and County may hereinafter be collectively referred to as “Parties”.

1. PURPOSE: The Parties have developed a mutually beneficial cooperative road maintenance plan for snowplow services. The purpose of this MOU is to provide guidelines for a collaborative work schedule between the County and the City that is equitable to all parties.

2. IT IS MUTUALLY AGREED AND UNDERSTOOD BY ALL PARTIES THAT:

County Responsibilities

- During winter, provide snowplowing and sanding on the North part of Broadford Road, which will go into effect when 3" of snow has accumulated.

City Responsibilities

- During winter, provide snowplowing and sanding on Empty Saddle Trail, Angela Drive, Silver Star Drive and North Angela Drive, which will go into effect when 3" of snow has accumulated.
- City shall adhere to snowplow guidelines on Appendix A (see attached) when applicable.

3. MUTUAL INDEMNIFICATION: The County, its officers, agents, and employees, shall not be deemed to have assumed any liability for the acts of City or any officers, agents or employees thereof, and City hereby covenants and agrees to hold and save the County and all of its officers, agents, and employees harmless from all claims whatsoever that might arise against the County, its officers, agents, or employees, by reasons of any acts or failures to act on the part of City, its officers, agents or employees. The County hereby covenants to hold and save City and all its officers, agents, and employees, harmless from all claims whatsoever that might arise against City, its officers, agents, or employees by reason of any acts or failures to act on the part of the County, its officers, agents, or employees in the performance of the duties required by the terms of this Agreement.


4. TERMS AND TERMINATION: This MOU is subject to termination with or without cause by either party with a 30 day written notification prior to the commencement of work by either Party. Modifications within the scope of this MOU shall be made by mutual consent of the parties,

5. APPROVALS:

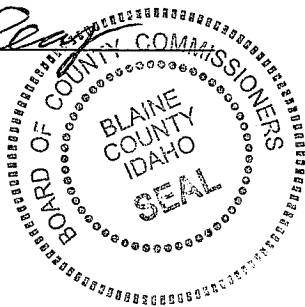
THE PARTIES HERETO have executed this instrument.

Executed and effective by the undersigned parties as of the date signed.
DATED this 16 day of October, 2018.

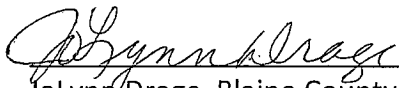
Blaine County, Idaho:



Angenie McCleary, Chairman



Attest:



JoLynn Drage, Blaine County Clerk

City of Hailey:

Fritz Hammerle, Mayor

Attest:

Mary Cone, City of Hailey Clerk

Appendix A

Snow Removal Priorities for County Roads

Level of Services

Loose snow will be removed from the road surface to road right-of-ways (ROW). Due to funding constraints and limited crew size, bare pavement conditions will not be achieved. In residential areas, some driveways will receive snow, but operators will try not to fill them. County Road & Bridge crew will not clear driveways or other private roads. Residents should keep garbage cans, mailboxes and other objects off the road and ROW, in order to facilitate snow plowing and storage. County will not be liable for broken or damaged property, such as fences, trees and any other items located in the ROW. Unless emergency plowing is required, County Road & Bridge crew will plow no more than a 12-hour shift due to safety policies. Emergency plowing is required for mobility of ambulances, fire trucks, Sheriff Search and Rescue, to incident sites along County roads. During large continuous storms, County Road & Bridge crew will resume plowing the following morning, after an eight (8) hour rest period. County snowplow efforts are not operated 24/7 for clearance and sanding effort.

Drifting Conditions

High winds will cause drifting of snow. Whenever possible, snowplow operations will not commence until the wind stops blowing. The exception to this will be the school bus routes between the hours of 2:00pm and 6:00pm.

Icy Conditions

The main corridor (Highway 75) will be monitored daily. All County intersections onto Highway 75 and any paved grades steeper than 10% will be sanded prior to 8:00 am as needed.

Gannett Road

Due to the nature of traffic on Gannett Road, it will be handled differently in this respect. All icy spots will be sanded twice daily, once prior to 8:00 am and again prior to 3:00 pm. Should icy conditions exist longer than three working days; a grader will be utilized to cut the ice and snow build-up off the road.

Road Closures

Roads will be closed for public travel when deemed unsafe by a Road & Bridge Supervisor.

The correct procedure to follow when closing a road is:

1. Notify a County Commissioners and County Administrator
2. Notify County emergency communication Services
3. Sign and barricade each end of the road that is to be closed

When Blaine County School District (BCSD) schools close due to unsafe weather and road conditions, the decision to do so must be made prior to 6:00am in the morning. The BCSD Bus Barn personnel must be notified prior to 6am, should any weather and road conditions exist that could negatively impact the school buses' ability to complete their routes. The County Road & Bridge Supervisor will then contract the BCSD Bus Barn directly.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY _____

SUBJECT: Motion to adopt Resolution 2018-135, ratifying the mayor's signature on an agreement with Rocky Mountain Environmental for a lump sum of \$2,350.00, and an additional time-and-materials, not-to-exceed amount of \$3,400.00, for environmental work associated with a proposed snow storage site **ACTION ITEM**

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Rocky Mountain Environmental will provide a Phase I Environmental Site Assessment (ESA) and an initial, limited environmental soil evaluation of the proposed snow storage site in Croy Canyon.

The attached agreement includes the scope of work details. The Phase I ESA will be completed for a lump sum of \$2,350.00, and the limited environmental soil evaluation will be completed under a time-and-materials, not-to-exceed budget of \$3,400.00.

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 type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input type="checkbox"/> Police | _____ |
| <input type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works | _____ |
| <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2018-135, ratifying the mayor's signature on an agreement with Rocky Mountain Environmental for a lump sum of \$2,350.00, and an additional time-and-materials, not-to-exceed amount of \$3,400.00, for environmental work associated with a proposed snow storage site **ACTION ITEM**

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

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

**CITY OF HAILEY
RESOLUTION NO. 2018-135**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY RATIFYING
AN AGREEMENT WITH ROCKY MOUNTAIN ENVIRONMENTAL ASSOCIATES,
INC., IN THE LUMP SUM AMOUNT OF \$2,350.00, AND AN ADDITIONAL TIME-
AND-MATERIALS, NOT-TO-EXCEED AMOUNT OF \$3,400.00, FOR
ENVIRONMENTAL WORK ASSOCIATED WITH THE PROPOSED CROY CANYON
SNOW STORAGE SITE**

WHEREAS, the City of Hailey desires to enter into an Agreement with Rocky Mountain Environmental Associates, Inc., to provide environmental work associated with the proposed Croy Canyon snow storage site,

WHEREAS, a Phase I Environmental Site Assessment will be completed for a lump sum amount of \$2,350.00,

WHEREAS, a limited environmental soil evaluation will be completed under a time-and-materials, not-to-exceed budget of \$3,400.00,

WHEREAS, the City of Hailey and Rocky Mountain Environmental Associates, Inc., have agreed to the terms and conditions of the Agreement, a copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the Agreement between the City of Hailey and Rocky Mountain Environmental Associates, Inc., and ratifies the mayor's signature on the attached Agreement,

Passed this 26th day of November, 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk



November 13, 2018

RMEA 18-0193

City of Hailey Public Works Dept.
115 S. Main St.
Hailey, ID 83333

Attention: Mr. Brian Yeager, PE, Public Works Director

Re: Proposal for Limited Environmental Soil Evaluation, Proposed Snow Storage Site, Croy Canyon, Hailey, Idaho

Dear Mr. Yeager:

Rocky Mountain Environmental Associates Inc. (RMEA) is providing herein a recommended scope of work and cost estimate for a limited environmental soil evaluation of the proposed snow storage site located in Croy Canyon, west of Hailey, Idaho. The scope of work is based on our phone conversation of November 12, 2018. The proposed scope of work for the project is detailed below. It is understood that this is an initial investigation and that additional work may be required to more completely evaluate the proposed site, or to answer questions posed by concerned parties, etc. Our cost estimate is based on the assumption of authorization of our Phase I Environmental Site Assessment (ESA) proposal, provided separately, in order that the on-site inspection can be conducted concurrently with the Phase I ESA site inspection, tentatively scheduled for this Friday, November 16, 2018.

Scope of Work

1. RMEA will mobilize to the site as directed by the client, tentatively on November 16, 2018 pending authorization of this proposal. Excavation equipment and operator will be provided by the client, who will dig approximately 4 test pits spaced across the property. The property owner will also be responsible for locating any buried utilities, piping, lines, etc. prior to excavation.
2. An RMEA geologist will visually examine subsurface soils exposed in the test pits and document observable conditions, including textures, stratigraphy, bedding, hard pan layers, evidence of groundwater including evidence of seasonally saturated zones, perched water, depth to bedrock if encountered, rock type, discontinuities, etc. Test pits will also be photographed and will be located on the site map provided by the client. Samples of selected soil layers may be collected for later textural determinations, such as through sieve analyses, however, costs for these analyses are not included in this proposal. Topographic, hydrologic, and geologic conditions on and immediately surrounding the site will also be evaluated, both visually in the field and through review of available literature and mapping.

3. RMEA will identify regulatory guidelines that may pertain to the site through contacts with the Idaho Department of Environmental Quality (IDEQ), and the regional Health District office. A cursory search will also be made for best management practices (BMPs) that have been utilized for snow storage and disposal sites elsewhere, and this information will be summarized and provided to the client.
4. After the above work has been completed, RMEA will discuss the findings of the project with the client in order to determine if any additional investigation is warranted. We will then prepare a brief, confidential letter report for the client detailing the work performed, conclusions, and any recommendations. Attachments to the report will include a test pit location map, and any useful information on BMPs, etc.

Cost Estimate

It is anticipated that the work scope detailed above can be completed for a not-to-exceed cost of \$3,400.00; however, we will make every effort to complete the work as efficiently as possible, and will only bill for actual time and costs incurred. The project will be billed on a time-and-materials basis using our standard unit rates listed below. The client will be contacted during the course of the project to discuss any recommendations we have that could impact project costs beyond our estimate.

• Senior Registered Prof. Geologist (PG)	\$115/hr.
• Senior Geologist or Senior Hydrologist	\$100/hr.
• Staff Geologist or Environmental Scientist	\$85/hr.
• Field Vehicle	\$0.65/mile
• Per Diem	cost
• Laboratory Analyses	cost plus 15%

Costs Not Included

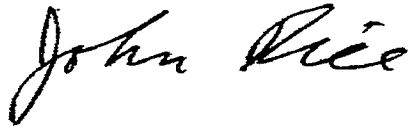
This estimate does not include costs for any lab analyses or soil testing. It is understood that this is an initial, limited evaluation of the site. Field findings, regulatory guidelines, inquiries by concerned parties, etc., may require additional work to address. These possible additional costs cannot be estimated at this time.

Authorization and Scheduling

The client can authorize us to proceed with the work detailed herein via a letter or email referencing this proposal. We will schedule the work upon receipt of authorization to proceed. We understand that time is of the essence on the fieldwork component of this project and we will make every effort to perform the work as soon as possible.

We appreciate the opportunity to provide the City of Hailey with this proposal. Please don't hesitate to contact us at (208) 524-2353 with any questions.

Sincerely,

A handwritten signature in black ink that reads "John Rice". The signature is written in a cursive style with a large initial "J" and "R".

John Rice, PG
President

Cc Mike Hagen, RMEA

Attachments: Standard Terms and Conditions

PROPOSAL



PROPOSAL NUMBER: 18-0192

\\RMEASERVER\Shared Folders\Projects\2018\18-0192_ES1_Snow Storage_Hailey\PM\18-0192_ES1 Proposal_Snow Storage_Hailey.wpd

To:
 City of Hailey Public Works
 C/o Brian Yeager
 115 S. Main Street
 Hailey, Idaho 83333

ROCKY MOUNTAIN ENVIRONMENTAL
 482 CONSTITUTION WAY, SUITE 303
 IDAHO FALLS, ID 83402-3537

 (208) 524-2353 FAX (208) 524-1795
 TTN 82-0442069

CLIENT CONTACT	DATE	TERMS
Mike Hagen	November 13, 2018	BALANCE DUE UPON RECEIPT. ACCOUNTS 30 DAYS PAST DUE ACCRUE INTEREST AT 1.50% PER MONTH

QTY.	DESCRIPTION	UNIT PRICE	TOTAL
1	Phase I Environmental Site Assessment (ESA) as per ASTM E1527-13 for the proposed snow storage area located at 89 Crow Creek Road west of Hailey, Idaho Lump	\$2,350.00	\$2,350.00
	Sum		
	SUBTOTAL		\$2,350.00
0	Interest on Past Due Accounts	1.50%	\$0.00
	LUMP SUM COST		\$2,350.00

AGREEMENT TO PERFORM ENVIRONMENTAL SITE ASSESSMENT

This is an agreement for the performance of an ASTM Phase 1 Environmental Site Assessment¹ (ESA) by Rocky Mountain EnvironmentalSM ²(RMEA). Important terms, such as CLIENT, USER(S), and property subject to this ESA, are defined below:

<i>CLIENT:</i>	City of Hailey Public Works
<i>USER[s] of this ESA³:</i>	City of Hailey Public Works
<i>Property⁴:</i>	Blaine County Tax Assessor Parcel RP0012200000020 located at 89 Crow Creek Road in Hailey, Idaho
<i>Type of property or description of property [provided by CLIENT]</i>	The property consists of a structurally undeveloped parcel
<i>Scheduled Delivery Date for the ESA report established by CLIENT</i>	Approximately 6 weeks from the date of authorization
<i>Fee for performance of ESA</i>	See page 1
<i>Termination Date:</i>	December 31, 2018*

**If CLIENT does not approved this proposal on or before the Termination Date above, this proposal is voidable by Rocky Mountain EnvironmentalSM.*

PURPOSE

1. This Phase 1 ESA is a part of All Appropriate Inquiries (AAI). It is one of the steps to qualify a property owner as a bona fide prospective purchaser, contiguous property owner, or innocent landowner under the 2002 Brownfields Amendments to the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA).

-
1. American Society for Testing and Materials [ASTM], 2013, Standard practice for Environmental Site Assessments: Phase 1 Environmental Site Assessment Process for Forestland or Rural Property, E 2247-08.
 2. Rocky Mountain Environmental is a registered service mark of Rocky Mountain Environmental Associates, Inc.
 3. A user(s) is, without limitation, a purchaser of the property, a potential tenant, an owner, a lender, or property manager. §3.2.93.
 4. The term Property includes buildings and other fixtures and improvements located on the property and affixed to the land. §3.2.66.

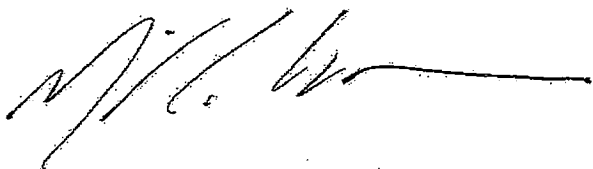
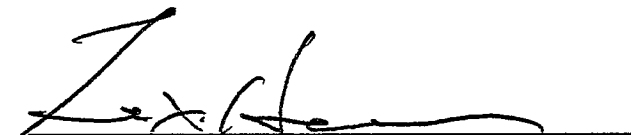
- The reason why the USER wants to have the Phase 1 ESA performed (e.g, to satisfy one of the requirements to qualify for a landowner liability protection under CERCLA and/or to understand potential environmental business risks.

COMPENSATION

Fee for the services provided under this agreement is listed above. This is a firm, fixed price for the Phase 1 Environmental Site Assessment. CLIENT agrees that accounts payable to Rocky Mountain EnvironmentalSM will accrue interest at the rate of 1.5% per month. Rocky Mountain EnvironmentalSM will provide a complete electronic copy of the report via email. Hard copies of the report will be provided at the request of the client and will be billed at \$50.00 each.

Offered by:

Accepted by CLIENT

 Mike Hagen
 Senior Geologist
 Rocky Mountain Environmental

 PRITZ HAZENHUE, MAYOR
 Brian Yeager, P.E., P.L.S.
 Director/City Engineer/Land Surveyor
 City of Hailey Public Works

Date: November 13, 2018

Date: 11/13/2018



2. Prospective property owners who do not conduct all appropriate inquiries prior to obtaining ownership of the property may lose their ability to claim protection from CERCLA liability as an innocent landowner, bona fide prospective purchaser, or contiguous property owner. Therefore, the goal of the ESA is to disclose *recognized environmental conditions* on the property. "Recognized environmental conditions" mean the presence or likely presence of any hazardous substances or petroleum products on the property under conditions that indicate an existing release, a past release, or a material threat of a release into structures on the property or into the ground, groundwater or surface water of the property. De minimis (small or insignificant) conditions are excluded, as they do not generally present a material risk of harm to public health or the environment and would not be the subject of enforcement actions by appropriate governmental agencies.

SCOPE OF SERVICES

"Appropriate inquiry" does not mean an exhaustive assessment of a "clean" property, and not every property will warrant the same level of inquiry. The appropriate level of assessment will be guided by the (a) type of property [identified above by CLIENT], (b) the expertise and risk tolerance of CLIENT and USER(s), and (c) the information developed during the inquiry. For the Property referenced above, CLIENT agrees to the performance of the Scope of Environmental Site Assessment outlined as Attachment A [below] and incorporated into this Agreement. CLIENT, his heirs, successors, and assigns also agrees to be bound by Rocky Mountain EnvironmentalSM's Standard Terms and Conditions, attached and incorporated into this Agreement.

USER'S RESPONSIBILITIES

"Appropriate inquiry" requires the USER to provide information to the environmental professional that may be material to identifying *recognized environmental conditions*⁵. The CLIENT (a USER) agrees to provide the following information to the extent of his/her ability:

- Environmental liens or activity and land use restrictions recorded against or related to the Property from a review of reasonably ascertainable recorded land title records and lien records, unless this review is specifically included in Attachment A: Scope of Work.
- Specialized knowledge or experience that is material to *recognized environmental conditions* in connection with the Property.
- Actual knowledge of the USER of any environmental lien or activity and land use restrictions encumbering the Property or in connection with the Property.
- The relationship of the purchase price of the Property to the fair market value of the Property if the Property was not contaminated with hazardous substances or petroleum products.
- Commonly known or reasonably ascertainable information within the local community about the Property that is material to *recognized environmental conditions* in connection with the Property.

5. ASTM 1527-13, §6.

ATTACHMENT A: SCOPE OF SERVICES FOR PHASE 1 ENVIRONMENTAL SITE ASSESSMENT

SCOPE OF SERVICES

For the Property referenced above, CLIENT agrees to the performance of the following Scope of Work for the Phase 1 Environmental Site Assessment:

- Records Review

Rocky Mountain EnvironmentalSM will examine the following records and historical sources in accordance with the specifications and limitation below:

<i>Standard Environmental Records or Historical Sources</i>	<i>Specific Implementation for this ESA</i>
	<i>Approximate Minimum Search Distance</i>
Federal NPL site list	1.0 mile
Federal Delisted NPL site list	0.5 mile
Federal CERCLIS list	0.5 mile
Federal CERCLIS NFRAP site list	0.5 mile
Federal RCRA CORRACTS facilities list	1.0 mile
Federal RCRA non- CORRACTS TSD facilities list	0.5 mile
Federal RCRA Generators list	Property and adjoining properties only
Federal institutional control/engineering control registries	Property only
Federal ERNS list	Property only
State and tribal-equivalent NPL lists	1.0 mile
State- and tribal-equivalent CERCLIS lists	0.5 mile
State and tribal landfill or solid waste disposal sites lists	0.5 mile
State and tribal leaking storage tank lists	0.5 mile
State and tribal registered storage tank lists	Property and adjoining properties only



State and tribal institutional control/engineering control registries	Property only
State and tribal voluntary cleanup sites	0.5 mile
State and tribal Brownfields sites	0.5 mile
<i>Local Records</i>	
Local Brownfield Lists	If available
Local Lists of Landfill/Solid Waste Sites	If available
Local Lists of Hazardous Waste/ Contaminated Sites	If available
Local Lists of Registered Storage Tanks	If available
Local Land Records (for activity and land use limitations)	If available
Records of Emergency Release Reports (42 U.S.C. 11004)	If available
Records of Contaminated Public Wells	If available
<i>Standard Historical Sources</i>	
Aerial Photographs	Information reasonable ascertainable from local sources will be used
Fire Insurance Maps	Used only if Property is located in an urban area and only if reasonably ascertainable from local sources
Property Tax Files	Records currently on file at county office
Recorded Land Title Records	Will not be utilized unless provided by CLIENT
USGS Topographic Map	Current USGS Topographic map, older maps only as locally available
Local Street Directories	Used only if property is located in an urban area and only if reasonable ascertainable from local sources
Building Department Records	Records currently on file at city or county office
Zoning / Land Use Records	Records currently on file at city or county office
Other historical sources	Mineral, Oil, and Gas Development Maps Livestock Dipping Vats Records

- Site Reconnaissance

Rocky Mountain EnvironmentalSM will perform a Site Reconnaissance of the Property and of adjoining properties to the extent visually or physically observed during the site visit.

- Interviews

Rocky Mountain EnvironmentalSM will make reasonable attempts to interview the following:

- Key Site Manager of the Property;
- A representative of each occupant, if there are five or fewer tenants on the Property;
- A representative of each of the major occupants of the Property;
- Past owners, operators, and occupants of the Property to the extent that they have been identified and that the information likely to be obtained is not duplicative.
- If the Property is abandoned, one or more owners or occupants of neighboring or nearby properties.
- State and local agency officials.

- Written Report

Rocky Mountain EnvironmentalSM will prepare a written report of the Phase 1 Environmental Site Assessment. The report will identify recognized environmental conditions in connection with the property and an opinion concerning the recognized environmental conditions.

- Non-Scope Considerations

There may be environmental issues or conditions at this Property that are outside the scope of E 1527-13 for Phase I Environmental Site Assessments. The following are several non-scope considerations that are not included in this Phase I Environmental Site Assessment. No implication is intended as to the relative importance of inquiry into these issues, and the list below is not intended to be all-inclusive:

1. Lead or other contaminants in drinking water supplies,
2. Lead-based paint and asbestos-containing building materials,
3. Regulatory compliance and Health and Safety,
4. Cultural and historic resources,
5. Ecological resources including endangered species and wetlands,
6. Indoor air quality including mold and radon,
7. Biological agents; and,
8. Non-chemical soil and groundwater contaminants, including nutrients and pathogens.

ROCKY MOUNTAIN ENVIRONMENTALSM STANDARD TERMS AND CONDITIONS FOR ENVIRONMENTAL PROJECTS AND ASSESSMENTS

CLIENT and Rocky Mountain EnvironmentalSM agree to be bound by the following Terms and Conditions. Rocky Mountain Environmental Associates, Inc., is referred to herein as Consultant.

1. Client's Responsibility to Notify Consultant. The Client hereby warrants that, if he knows or has any reason to assume or suspect that hazardous materials may exist at the project site, he has so informed Consultant. Failure to notify Consultant shall result in the Client assuming full liability for any and all cost, expenses, and damages in any way resulting thereon.
2. Discovery of Unanticipated Hazardous Materials. The discovery of unanticipated hazardous materials constitutes a changed condition requiring renegotiation. Consultant will notify Client as soon as practically possible about such changed conditions.
3. Joint and Several Liability. The Client waives any claim against Consultant, and agrees to defend, indemnify and save Consultant harmless from any claim or liability for injury or loss arising from application of a joint and several liability concept that would in any manner hold or seek to hold Consultant responsible for creating a hazardous condition or permitting one to exist, unless Consultant has negligently contributed to such a condition. Client also agrees to compensate Consultant for any time spent and expenses incurred by Consultant in defense of any such claim, which such compensation to be based upon Consultant's prevailing fee schedule and expense reimbursement policy.
4. State of the Art. The Client accepts that field techniques are evolving and the standards and regulations are subject to rapid change such that selected acceptable, effective design approaches may become obsolete by the time of execution. The Client agrees to pay Consultant's additional reasonable fees and expenses caused by new regulations or technologies and waives any claim against Consultant for such additional expenses.
5. Aquifer Contamination. The Client waives any claim against Consultant, and agrees to defend, indemnify and save Consultant harmless from any claim or liability for injury or loss which may arise as a result of cross-contamination caused by drilling, sampling, or corrective action, unless due to Consultant's negligence and to compensate Consultant for accompanying time and expenses.
6. Extension of Indemnifications. The Client agrees that all indemnifications granted to Consultant also be extended to those subcontractors, individuals or organizations retained by Consultant for this work.
7. Failure to Encounter Hazardous Materials. Failure to discover hazardous materials does not guarantee that hazardous materials do not exist at the site. Furthermore, a non-contaminated site may later become contaminated. Accordingly, Client waives any claim against Consultant, and agrees to defend, indemnify and save Consultant harmless from any claims or liability for injury or loss arising from Consultant's failure to detect the presence of hazardous materials through techniques commonly employed for the purpose, unless the failure to disclose hazardous materials was due to Consultant's negligence. Client also agrees to compensate Consultant for any time spent and expenses incurred by Consultant in defense of any such claims.

8. **Monitoring of Construction.** Consultant's investigation may result in recommendations for remedial construction, including monitoring of such construction. However, construction monitoring is not insurance, nor does it constitute a warranty or guarantee of any type. Contractors, et. al., retained by Client shall retain responsibility for the quality of their work and for adhering to plans and specifications. Should Client for any reason not retain Consultant to monitor construction, client waives any claim against Consultant, and agrees to indemnify, defend and save Consultant harmless from any claim or liability for injury or loss arising from problems during construction and will compensate Consultant for any time spent and expenses incurred connected with this.
9. **Public Responsibility.** If Client for any reason decides to disregard Consultant's recommendations pertaining to public health and safety, Client waives any claim against Consultant and agrees to defend, indemnify and save Consultant harmless from any claim or liability for injury or loss allegedly arising from conditions existing at the project site and will compensate Consultant for any time spent or expenses incurred connected with this.
10. **Contract Renegotiation and Termination.** Consultant shall advise the Client as soon as practically possible about any changed conditions. If a renegotiated contract cannot be agreed to, however, Client agrees that Consultant has an absolute right to terminate the contract and the Client will remunerate Consultant for services rendered and costs incurred up to the time of termination, as well as those associated with termination.
11. **Site Work.** Consultant will take all reasonable precautions to avoid any damage to the site from the activities of its crews or equipment. Any damage caused by Consultant's negligence will be restored at Consultant's expense. However, unavoidable damage caused in the execution of the work such as tire ruttings, cutting and splicing of fences, disruption of landscaping, drilling through pavements, etc. will not be restored unless otherwise stated in the contract.
12. **Utilities.** In the execution of any subsurface exploration or corrective action Consultant will take all reasonable precautions to avoid damage or injury to subterranean structures or utilities. The client agrees to hold Consultant harmless for any damages to subterranean structures which are not called to Consultant's attention or correctly shown on the plans furnished.
13. **Sampling or Test Location.** Unless otherwise stated, the fees in this proposal do not include costs associated with surveying of the site for the accurate horizontal and vertical locations of tests. Field tests or boring locations described in our report or shown on sketches are based upon information furnished by others or estimates made in the field by our representatives. Such dimensions, depths of elevations should be considered as approximations unless otherwise stated. If the Client specifies the test or boring location, we reserve the right to deviate a reasonable distance from the location specified. Consultant reserves the right to terminate this contract if site conditions prevent drilling at or near the designated boring locations and these conditions were not revealed to us prior to submitting this proposal. If, in order to complete the borings to their designated depths, a re-drilling is necessitated by encountering impenetrable subsurface objects, all work will be charged for at the appropriate rates in the fee schedule.

14. Standard of Care. Client recognizes that subsurface conditions including subsurface contamination, may vary from those encountered at the locations where the borings, monitoring wells, ACM or lead tests, surveys, or explorations are made by Consultant and that the data interpretations and recommendations of Consultant's personnel are based solely on the information available to them. Consultant will be responsible for those data, interpretations, and recommendations, but shall not be responsible for the interpretation by others of the information developed.
15. Laboratory Methods. Consultant will perform Tests in accordance with current standard characterization techniques (i.e., standard methods, ASTM, EPA methods) established by Consultant and described in the current Consultant Analytical Laboratory's SOP and QA/QC Manual.
16. Samples. Unless otherwise directed by CLIENT prior to sample collection, Consultant will dispose of all samples collected or obtained upon completion of testing or laboratory analysis.
17. Confidentiality Rocky Mountain EnvironmentalSM will hold confidential all business or technical information generated specifically for, and directly related to, this project. We will only disclose such site-specific information to the extent required for:
 - Performance of services under this agreement;
 - Compliance with professional standards of conduct for preservation of public health, safety, and welfare;
 - Compliance with court order or government directive;
 - Protection of Rocky Mountain EnvironmentalSM against claims or liability arising from the performance of our services under this contract.

In some situations, contamination is evidenced, or violations of state, federal or local regulations may be discovered. CLIENT may be obligated by state or federal statute, regulation, or law to report contamination, releases, or violations to government agencies. CLIENT and USERS, if different, should obtain legal counsel. Rocky Mountain EnvironmentalSM cannot provide legal opinions and will not assume responsibility for reporting to regulatory agencies.

18. Limitations. The report, opinions, plans, specifications, conclusions resulting from Rocky Mountain EnvironmentalSM's performance of this project are intended for the exclusive use of CLIENT and USERS above. Rocky Mountain EnvironmentalSM's report, opinions, or conclusions may not be relied upon by or disclosed to any parties without written consent of Rocky Mountain EnvironmentalSM. Rocky Mountain EnvironmentalSM does not intend to create, imply, or allow third-party beneficiaries to its report, opinions, or conclusions. Finally, CLIENT and any and all USERS who are authorized to rely on Rocky Mountain EnvironmentalSM reports, conclusions, and opinions agree to be accept and be bounded by these Standard Terms and Conditions for Environmental Projects and Assessments.

All documents including drawings and specifications prepared or furnished by Rocky Mountain EnvironmentalSM (and any of Rocky Mountain EnvironmentalSM's independent professional associates and consultants) pursuant to this Agreement are instruments of service in respect of the PROJECT, and

Rocky Mountain EnvironmentalSM shall retain an ownership and property interest therein whether or not the PROJECT is completed. Upon payment to Rocky Mountain EnvironmentalSM of a respective phase, CLIENT may make and retain copies for information and reference in connection with the use and occupancy of the PROJECT or respective portion thereof, by CLIENT and others. However, such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the PROJECT or on any other project. Any reuse without written verification or adaptation by Consultant for the specific purpose intended will be at CLIENT's sole risk and without liability or legal exposure to Rocky Mountain EnvironmentalSM, or to Rocky Mountain EnvironmentalSM's independent professional associates or consultants. CLIENT shall indemnify and hold harmless Rocky Mountain EnvironmentalSM and its independent professional associates and consultants from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting therefrom. Any such verifications or adaptation will entitle Rocky Mountain EnvironmentalSM to further compensation at rates to agreed upon by CLIENT and Rocky Mountain EnvironmentalSM.

19. Arbitration. The presence of hazardous materials on or beneath the surface of a site creates extraordinary risks which should be fairly and equitably allocated in proportion to the benefit between the Client and Consultant. Consultant's benefit is relatively small as it consists only of the profit from its fee. Also, such work involves unavoidable non-transferable and often uninsurable risks for Consultant created by the nature of the hazardous materials, the tentativeness of present technology and short comings of our civil justice system.

Therefore, CLIENT and Rocky Mountain EnvironmentalSM agree that any controversy (including both actions in contract and in tort) arising out of or relating to this contract, (including its formations, performance, modification or extension) for any form of relief (including damages, rescission, specific performance, and injunction, but excluding punitive damages which shall not be award able) shall be settled by arbitration. CLIENT agrees that the maximum relief awarded shall not exceed Rocky Mountain EnvironmentalSM profit or fee arising from this project or one thousand dollars, whichever is less. The arbitration shall be held in the City of Idaho Falls, Idaho. It shall be conducted under the rules of the American Arbitration Association. Discovery shall be allowed at the discretion of the arbitrator. The decision of the arbitrator shall be final and binding upon the parties and may be enforced in a court of competent jurisdiction as provided in the Idaho Uniform Arbitration Act, §7-901 et. seq. The parties consent that any notice, motion, application or any paper concerning the arbitration may be served by certified mail, return receipt requested, or by personal service provided reasonable time for appearance is allowed. The arbitration proceeding must be begun within one year after the acceptance date above. Failure to begin arbitration proceeding within that period shall constitute a waiver of that claim and an absolute bar to the institution of any proceeding on that claim.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18 **DEPARTMENT:** Library **DEPT. HEAD SIGNATURE:** LeAnn Gelskey

SUBJECT

Resolution 2018-136, authorizing a Snow removal agreement with Sun Valley Landscaping, Inc.

AUTHORITY: ID Code IAR _____ City Ordinance/Code _____

BACKGROUND:

The City of Hailey maintains snow removal in the areas around City Hall and the Hailey Public Library. However, there are times when the snow continues to fall after the crew’s initial morning clean up and the crew is unable to return due to having worked all night and needing a break during the day. When this happens, the snow continues to build up on the sidewalks and can be problematic for library and city hall patrons. Saturday clean-up can also be an issue since the library is open, but city crews are usually off unless there is a storm of three inches or more. A common example of this being problematic is when moisture is present on the sidewalks from melting snow or ice that freezes overnight and poses safety concerns the next day (i.e. Saturday) when the library is open.

We contracted with Sun Valley Landscaping for the winter season of 2017 with good results. The current agreement is the same as last year. The contract meets our needs and we will continue to rely upon them as a 'Plan B; and use them solely for additional support when city crews are not available.

Please refer to the agreement attached to the AIS for specifics.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # 1004541413 (Library—Building Repair & Maintenance)
Budget Line Item # 1004041771 (Street Dept. Snow Removal)

\$160 per time—shared cost between the library and city

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve Resolution 2018-136,

FOLLOW UP NOTES:

**CITY OF HAILEY
RESOLUTION NO. 2018-136**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE EXECUTION OF CONTRACTS FOR SERVICES WITH SUN
VALLEY LANDSCAPING FOR THE 2018/2019 SNOW SEASON FOR SNOW
REMOVAL ON LIBRARY SIDEWALKS AS NEEDED.**

WHEREAS, the City of Hailey desires to enter into an agreement with SUN VALLEY LANDSCAPING for services for the 2017/2018 snow season on Hailey Library sidewalks in case city staff is unable to clean them due to constraints.

WHEREAS, the City of Hailey and SUN VALLEY LANDSCAPING have agreed to the terms and conditions of the agreement, copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the Contracts for Services between the City of Hailey and SUN VALLEY LANDSCAPING and that the Mayor is authorized to execute the attached Agreement,

Passed this 26th day of November, 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

SUN VALLEY LANDSCAPNG, INC.
P.O. BOX 141
BELLEVUE, ID 83313
208-928-6921 (Office) 208-720-4274 (Cell)

SNOW REMOVAL AGREEMENT

This agreement is made and entered into this 11/26/18 by and between Sun Valley Landscaping, Inc. And Hailey Public Library & City Of Hailey

Owner/Owner's representative desires to have certain Snow Removal work performed by Sun Valley Landscaping, Inc. at the following location:
7 West Croy Hailey, ID 83333 + 115 Main St South

Sun Valley Landscaping Inc. agrees to perform the following work at the site:

2018-2019 Snow removal:

Clearing the snow after 3 inches of snow fall if present after 9 A. M.

Clearing the snow at the south side of the library, the east side from the entrance of the city offices all the way around the corner of the building, which includes clearing the entrance north west of the building entrance.

Clearing the snow with snow blowers and shovels.

Ice melt: Includes putting down ice melt. The ice melt will be provided by the library & the city.

\$160 per time.

Any other snow removal will be considered extra work performed.

Upon owners request, we offer extra services as follows:

Shoveling roofs, Ice melt application, Sanding driveways, etc.

Paid according to the following payment schedule:

Due within 30 days after receipt of invoice.

The above price of snow removal includes only the work herein described to be performed at the mentioned location only and no other work shall be performed at said site under this agreement.

Insurance:

Certificates of workman's compensation and general liability are available upon request.

SUN VALLEY LANDSCAPING, INC.

Date: 11/26/18

OWNER'S SIGNATURE

Date _____

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY _____

SUBJECT: Motion to adopt Resolution 2018-¹³⁷, authorizing an agreement with B&G Dirt Works for snow removal services using two 10-yard dump trucks at an hourly rate of \$95.00 per truck/operator **ACTION ITEM**

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Under Idaho Code 67-2806A, City staff issued a Request for Proposal (RFP) for snow removal services for the 2018/2019 winter season. The RFP was sent to 14 contractors and posted on the City's website. Proposals were received from B&G Dirt Works and Hiatt Trucking.

The proposal documents contemplated contracting with more than one contractor, and staff recommends entering into agreements with both proposers. By doing so, the City will have up to four haul trucks available to supplement the City's snow removal effort. Four haul trucks is the quantity needed for an adequate snow removal response during a typical winter.

B&G Dirt Works proposed two 10-yard dumps at a rate of \$95.00 per hour per truck/operator. The B&G Dirt Works agreement is attached.

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: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2018-¹³⁷, authorizing an agreement with B&G Dirt Works for snow removal services using two 10-yard dump trucks at an hourly rate of \$95.00 per truck/operator **ACTION ITEM**

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

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

**CITY OF HAILEY
RESOLUTION NO. 2018-137**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING AN AGREEMENT WITH B&G DIRT WORKS, LLC, FOR SNOW
REMOVAL SERVICES USING TWO 10-YARD DUMP TRUCKS AT AN HOURLY
RATE OF \$95.00 PER TRUCK/OPERATOR**

WHEREAS, the City of Hailey desires to enter into an Agreement with B&G Dirt Works, LLC, to provide snow removal services using two 10-yard dump trucks at an hourly rate of \$95.00 per truck/operator,

WHEREAS, the City of Hailey and B&G Dirt Works, LLC, have agreed to the terms and conditions of the Agreement, a copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the Agreement between the City of Hailey and B&G Dirt Works, LLC, and authorizes the mayor's signature on the attached Agreement,

Passed this 26th day of November, 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

**CONTRACT FOR SERVICES
HAUL TRUCKS AND OPERATORS**

THIS CONTRACT FOR SERVICES ("Agreement") is made this 26th day of November, 2018, by and between the City Hailey, Idaho, a body corporate and politic and a political subdivision of the State of Idaho ("City"), and B³ A Dirt Works, LLC ("Contractor").

RECITALS

A. The City is authorized pursuant to Idaho law to enter into contracts for services including services for snow removal.

B. Subject to the terms and conditions of this Agreement, the Contractor is willing to provide snow removal services for the City during the winter of 2018/19.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual agreements hereinafter contained and subject to the terms and conditions hereinafter stated, it is hereby understood and agreed by the parties hereto as follows:

1. TERM. This Agreement shall be effective upon execution of the Agreement and will continue in full force and effect through the 31st day of May, 2019. The term of this Agreement may be extended by the parties by agreement in writing.

2. SERVICES. a) Contractor agrees to employ and furnish all necessary personnel, with required professional licenses, to operate Contractor vehicles and to furnish and maintain Contractor vehicles, together with necessary supplies, equipment, all incidentals, and such other items as are reasonably necessary to provide snow removal services. The City will direct the Contractor to perform snow removal services under certain conditions and at certain times and locations, to be determined by the City in its sole discretion. Contractor response time to calls for service shall be 1 to 2 hours, and/or; b) ~~Contractor agrees to employ and furnish operators only, with required professional licenses, to operate City-provided equipment. The City will direct the Contractor to perform snow removal services under certain conditions and at certain times and locations, to be determined by the City in its sole discretion. Contractor response time to calls for service shall be _____~~

3. CONSIDERATION – HAUL TRUCKS INCLUDING OPERATORS. In consideration for the services performed by the Contractor according to the terms of this Agreement, the City shall pay Contractor \$ 95. per hour for each haul truck. Contractor shall provide monthly invoices to the City for any charges incurred during November 2018 on or

before the 5th day of December 2018, and continuing on the 5th day of every month thereafter during the period of providing snow removal services under this Agreement. The parties understand that \$ 95. per hour for a haul truck includes the costs of the operator of the haul truck. The City shall pay all invoices received by the 5th day of the month by the last day of the month.

~~4. CONSIDERATION – OPERATORS ONLY. In consideration for the services performed by the Contractor according to the terms of this Agreement, the City shall pay Contractor \$ _____ per hour for each additional appropriately and professionally licensed operator to provide services using City provided equipment. Contractor shall provide monthly invoices to the City for any charges incurred during November 2018 on or before the 5th day of December 2018, and continuing on the 5th day of every month thereafter during the period of providing snow removal services under this Agreement. The City shall pay all invoices received by the 5th day of the month by the last day of the month.~~

5. INDEPENDENT CONTRACTOR. The parties acknowledge and agree that the Contractor is an independent contractor of the City, and that the personnel of the Contractor performing the services under this Agreement are employees of the Contractor only, and that the Contractor is solely responsible for the payment of wages and benefits and the coverage of insurance, including worker's compensation. It is furthermore agreed that the City shall not be liable for compensation or indemnity to any of the employees of Contractor for injuries or sickness arising out of the performance of services under this Agreement, and Contractor hereby agrees to indemnify and hold harmless City from any such liability or claim.

6. INSURANCE REQUIREMENTS. The Contractor shall maintain in full force and effect, at its sole cost and expense, during the term of this Agreement, commercial general liability insurance for the purpose of protecting the City against liability for loss or damage, for bodily injury, property damage, personal injury, death, civil rights violations, and errors and omissions, relating to the operations of the Contractor under this Agreement. Such policy shall provide insurance against property damage in an amount not less than \$500,000.00 and bodily injury with limits of not less \$500,000.00 per person and \$1,000,000.00 total for each occurrence; provided, however, the minimum limits of insurance as set forth herein shall be automatically increased at any time the liability limits of the City are increased pursuant to the Idaho Tort Claims Act (*Idaho Code Sections 6-901 et seq.*). Such insurance shall be noncancellable except upon thirty (30) days prior written notice to the City. All of the insurance policies shall contain provisions that the insurers shall have no right of recovery or subrogation against the City, or the City's insurer with regard to the aforementioned losses or damages. The Contractor's certificates of insurance shall name the City and its officials, employees and agents as additional named insured and shall be endorsed to specify that such policies cover the liability

assumed by the Contractor under this Agreement. The Contractor shall also secure and maintain at least the statutory amounts of worker's compensation, disability benefits, and unemployment insurance in accordance with the laws of the State of Idaho. Such insurance shall provide at least thirty (30) days written notice to Hailey before such policy is suspended, canceled, amended or terminated. The Contractor shall provide evidence of acceptable insurance at limits listed above to City Clerk, City of Hailey, 115 Main Street S, Hailey, Idaho 83333.

7. INDEMNIFICATION. The Contractor covenants and agrees to indemnify, defend and hold the City harmless from and against any and all claims, demands, causes of action, suits, losses, liabilities, damages, costs and expenses, including attorney fees, that may accrue, directly or indirectly, by reason of any act or omission on the part of the Contractor, its agents, employees, assigns or anyone subcontracting with Contractor, related to damages that arise out of the Contractor's services under this Agreement, to bodily injury, property damage, personal injury and death that arise out of the Contractor's services under this Agreement, and to the provision of any service or duty under this Agreement. Contractor shall have the duty to appear and defend any such demand, claim, suit or action on behalf of the City, without cost or expense to the City.

8. TERMINATION. Any party to this Agreement may terminate its obligations under this Agreement upon providing the other parties with thirty (30) days written notice. In the event the Agreement is terminated with or without cause, the City shall pay Contractor for its services incurred before the date of the service of the written notice of termination.

9. MISCELLANEOUS PROVISIONS.

9.1 Notices. Any notice under this Agreement shall be in writing and shall be effective when actually delivered in person or three days after being deposited in the U.S. mail, registered or certified, postage prepaid and addressed to the party at the address stated in this Agreement or such other address as either party may designate by written notice to the other.

9.2 Waiver. The waiver by either party of the breach of any provision of this Agreement by the other party shall not operate or be construed as a waiver of any subsequent breach.

9.3 Assignment. Except as otherwise provided within this Agreement, neither party hereto may transfer or assign this Agreement without prior written consent of the other party.

9.4 Law Governing. This Agreement shall be governed by and construed in accordance with the laws of the State of Idaho.

9.5 Attorney's Fees. In the event of any dispute with regard to the

interpretation or enforcement of this Agreement, the prevailing party shall be entitled to recover his/her reasonable costs and attorneys' fees incurred therein, whether or not a lawsuit is actually filed, and on any appeals, and in any bankruptcy proceeding.

9.6 Entire Agreement. This Agreement contains the entire understanding between and among the parties and supersedes any prior understandings and agreements among them respecting the subject matter of this Agreement.

9.7 Counterparts. This Agreement may be executed in several counterparts and all so executed shall constitute one Agreement, binding on all the parties hereto even though all the parties are not signatories to the original or the same counterpart.

9.8 Facsimile. Facsimile transmission of any signed original document and retransmission of any signed facsimile transmission shall be same as delivery of the original.

9.9 Remedies. The rights and remedies provided by this Agreement are cumulative and the use of any one right or remedy by any party shall not preclude nor waive its rights to use any or all other remedies. Any rights provided to the parties under this Agreement are given in addition to any other rights the parties may have by law, statute, ordinance or otherwise.

9.10 Severability. Every provision of this Agreement is intended to be severable. If any term or provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Agreement.

9.11 Authority. Each signatory agrees that he or she has full authority and consent to sign this Agreement.

9.12 Amendment. This Agreement may be revised, amended, or canceled in whole or in part, only by means of a written instrument executed by both parties hereto.

9.13 Interpretation. This Agreement shall be liberally construed in accordance with the general purposes of this Agreement and interpreted and enforced under the laws of the State of Idaho. No presumption shall exist in favor of or against any party to this Agreement as the result of drafting and preparing this Agreement. The headings in this Agreement are inserted for convenience and identification only and are in no way intended to describe, interpret, define or limit the scope, extent or intent of the Agreement or any provisions of the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Contract for Services on the day and year first above written.

CITY OF HAILEY

By _____

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

CONTRACTOR

By Scott Schultz
B & A Dirt Works, LLC



Proposal Form

Snow Removal Services
for
City of Hailey

From: B & G Dirt Works LLC

To: City of Hailey, 115 Main St. S, Suite H, Hailey, Idaho 83333

The undersigned, as Proposer, declares that Proposer is well-qualified to supply the services, that the Proposer is familiar with the services, applicable federal, state and local laws, ordinances, rules and regulations and conditions affecting cost, progress or performance of the services, and has made such independent investigations as Proposer deems necessary.

If applicable, Proposer acknowledges that addenda numbers 0 through 0 have been received and have been examined as part of the Request for Proposal documents.

Dated this 16 day of November, 2018.

Proposer (state whether business is a corporation, a partnership, Limited Liability Company or an individual):

B & G Dirt Works LLC, a _____

Proposer's address:

PO Box 3190
Hailey,

State of incorporation/organization:

Idaho

Business/Individual address, if different:

Proposer's phone number: 208-788-3442

Proposer's fax number: 208-788-1032

Proposer's email address: bgdirt@gmail.com



Dated: 11-16-18 (SEAL)

Signature:
Scott Galt

Name of authorizing official:
Scott Galt

Title: managing member

Attested by:
Scott Galt

Title: managing member



Proposal Form

Price (Haul Trucks with Operators: 40 points; Operators Only: 70 points)

Price per hour, per haul truck, including operator: \$ 95

Price per hour, operator only: \$ NOT

Haul Trucks (20 points)

Total Quantity Available Upon Demand: 2

Truck #1

Manufacturer: KW Size: 10 yd

Strobe Light or High Intensity Flasher System: Yes No

Truck #2

Manufacturer: Pete Size: 10 yd

Strobe Light or High Intensity Flasher System: Yes No

Truck #3

Manufacturer: _____ Size: _____

Strobe Light or High Intensity Flasher System: Yes No

Truck #4

Manufacturer: _____ Size: _____

Strobe Light or High Intensity Flasher System: Yes No

Qualifications of Operators (15 points)

(Class A or B CDL, clean driving record, years of experience, etc.)

Total Quantity Available Upon Demand: _____

Operator #1 Qualifications

Licensing: _____

Experience: _____

Other: _____

Operator #2 Qualifications

Licensing: _____

Experience: _____



Other: _____

Operator #3 Qualifications

Licensing: _____

Experience: _____

Other: _____

Operator #4 Qualifications

Licensing: _____

Experience: _____

Other: _____

Operator #5 Qualifications

Licensing: _____

Experience: _____

Other: _____

Operator #6 Qualifications

Licensing: _____

Experience: _____

Other: _____

Availability and Response Time (15 points)

Please check applicable box to indicate availability and response time of haul trucks, including operators:

Less than 1 hour:

1 to 2 hours:

2+ hours

Flexibility (10 points)

Are you able to provide only qualified operators, or additional qualified operators, to provide services using City-provided equipment?

Yes No

Price per hour for operator only: \$ _____

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY _____

SUBJECT: Motion to adopt Resolution 2018-~~138~~¹³⁹ authorizing an agreement with Hiatt Trucking, Inc. for snow removal services using one to two 24-yard end dump trucks at an hourly rate of \$115.00 per truck/operator **ACTION ITEM**

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Under Idaho Code 67-2806A, City staff issued a Request for Proposal (RFP) for snow removal services for the 2018/2019 winter season. The RFP was sent to 14 contractors and posted on the City's website. Proposals were received from B&G Dirt Works and Hiatt Trucking.

The proposal documents contemplated contracting with more than one contractor, and staff recommends entering into agreements with both proposers. By doing so, the City will have up to four haul trucks available to supplement the City's snow removal effort. Four haul trucks is the quantity needed for an adequate snow removal response during a typical winter.

Hiatt Trucking proposed one to two 24-yard end dumps at a rate of \$115.00 per hour per truck/operator. The Hiatt Trucking agreement is attached.

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 type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input type="checkbox"/> Police | _____ |
| <input type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works | _____ |
| <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2018-~~138~~¹³⁹ authorizing an agreement with Hiatt Trucking, Inc. for snow removal services using one to two 24-yard end dump trucks at an hourly rate of \$115.00 per truck/operator

ACTION ITEM

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

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

**CITY OF HAILEY
RESOLUTION NO. 2018-138**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING AN AGREEMENT WITH HIATT TRUCKING, INC., FOR SNOW
REMOVAL SERVICES USING ONE TO TWO 24-YARD END DUMP TRUCKS AT AN
HOURLY RATE OF \$115.00 PER TRUCK/OPERATOR**

WHEREAS, the City of Hailey desires to enter into an Agreement with Hiatt Trucking, Inc., to provide snow removal services using one to two 24-yard end dump trucks at an hourly rate of \$115.00 per truck/operator,

WHEREAS, the City of Hailey and Hiatt Trucking, Inc., have agreed to the terms and conditions of the Agreement, a copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the Agreement between the City of Hailey and Hiatt Trucking, Inc., and authorizes the mayor's signature on the attached Agreement,

Passed this 26th day of November, 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

**CONTRACT FOR SERVICES
HAUL TRUCKS AND OPERATORS**

THIS CONTRACT FOR SERVICES ("Agreement") is made this 26th day of November, 2018, by and between the City Hailey, Idaho, a body corporate and politic and a political subdivision of the State of Idaho ("City"), and Chitt Trucking Inc ("Contractor").

RECITALS

A. The City is authorized pursuant to Idaho law to enter into contracts for services including services for snow removal.

B. Subject to the terms and conditions of this Agreement, the Contractor is willing to provide snow removal services for the City during the winter of 2018/19.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual agreements hereinafter contained and subject to the terms and conditions hereinafter stated, it is hereby understood and agreed by the parties hereto as follows:

1. TERM. This Agreement shall be effective upon execution of the Agreement and will continue in full force and effect through the 31st day of May, 2019. The term of this Agreement may be extended by the parties by agreement in writing.

2. SERVICES. a) Contractor agrees to employ and furnish all necessary personnel, with required professional licenses, to operate Contractor vehicles and to furnish and maintain Contractor vehicles, together with necessary supplies, equipment, all incidentals, and such other items as are reasonably necessary to provide snow removal services. The City will direct the Contractor to perform snow removal services under certain conditions and at certain times and locations, to be determined by the City in its sole discretion. Contractor response time to calls for service shall be 1-2 hours, and/or; b) ~~Contractor agrees to employ and furnish operators only, with required professional licenses, to operate City-provided equipment. The City will direct the Contractor to perform snow removal services under certain conditions and at certain times and locations, to be determined by the City in its sole discretion. Contractor response time to calls for service shall be _____~~

3. CONSIDERATION – HAUL TRUCKS INCLUDING OPERATORS. In consideration for the services performed by the Contractor according to the terms of this Agreement, the City shall pay Contractor \$ 115.00 per hour for each haul truck. Contractor shall provide monthly invoices to the City for any charges incurred during November 2018 on or

before the 5th day of December 2018, and continuing on the 5th day of every month thereafter during the period of providing snow removal services under this Agreement. The parties understand that \$ 115. per hour for a haul truck includes the costs of the operator of the haul truck. The City shall pay all invoices received by the 5th day of the month by the last day of the month.

~~4. CONSIDERATION - OPERATORS ONLY. In consideration for the services performed by the Contractor according to the terms of this Agreement, the City shall pay Contractor \$ _____ per hour for each additional appropriately and professionally licensed operator to provide services using City-provided equipment. Contractor shall provide monthly invoices to the City for any charges incurred during November 2018 on or before the 5th day of December 2018, and continuing on the 5th day of every month thereafter during the period of providing snow removal services under this Agreement. The City shall pay all invoices received by the 5th day of the month by the last day of the month.~~

5. INDEPENDENT CONTRACTOR. The parties acknowledge and agree that the Contractor is an independent contractor of the City, and that the personnel of the Contractor performing the services under this Agreement are employees of the Contractor only, and that the Contractor is solely responsible for the payment of wages and benefits and the coverage of insurance, including worker's compensation. It is furthermore agreed that the City shall not be liable for compensation or indemnity to any of the employees of Contractor for injuries or sickness arising out of the performance of services under this Agreement, and Contractor hereby agrees to indemnify and hold harmless City from any such liability or claim.

6. INSURANCE REQUIREMENTS. The Contractor shall maintain in full force and effect, at its sole cost and expense, during the term of this Agreement, commercial general liability insurance for the purpose of protecting the City against liability for loss or damage, for bodily injury, property damage, personal injury, death, civil rights violations, and errors and omissions, relating to the operations of the Contractor under this Agreement. Such policy shall provide insurance against property damage in an amount not less than \$500,000.00 and bodily injury with limits of not less \$500,000.00 per person and \$1,000,000.00 total for each occurrence; provided, however, the minimum limits of insurance as set forth herein shall be automatically increased at any time the liability limits of the City are increased pursuant to the Idaho Tort Claims Act (*Idaho Code Sections 6-901 et seq.*). Such insurance shall be noncancellable except upon thirty (30) days prior written notice to the City. All of the insurance policies shall contain provisions that the insurers shall have no right of recovery or subrogation against the City, or the City's insurer with regard to the aforementioned losses or damages. The Contractor's certificates of insurance shall name the City and its officials, employees and agents as additional named insured and shall be endorsed to specify that such policies cover the liability

assumed by the Contractor under this Agreement. The Contractor shall also secure and maintain at least the statutory amounts of worker's compensation, disability benefits, and unemployment insurance in accordance with the laws of the State of Idaho. Such insurance shall provide at least thirty (30) days written notice to Hailey before such policy is suspended, canceled, amended or terminated. The Contractor shall provide evidence of acceptable insurance at limits listed above to City Clerk, City of Hailey, 115 Main Street S, Hailey, Idaho 83333.

7. INDEMNIFICATION. The Contractor covenants and agrees to indemnify, defend and hold the City harmless from and against any and all claims, demands, causes of action, suits, losses, liabilities, damages, costs and expenses, including attorney fees, that may accrue, directly or indirectly, by reason of any act or omission on the part of the Contractor, its agents, employees, assigns or anyone subcontracting with Contractor, related to damages that arise out of the Contractor's services under this Agreement, to bodily injury, property damage, personal injury and death that arise out of the Contractor's services under this Agreement, and to the provision of any service or duty under this Agreement. Contractor shall have the duty to appear and defend any such demand, claim, suit or action on behalf of the City, without cost or expense to the City.

8. TERMINATION. Any party to this Agreement may terminate its obligations under this Agreement upon providing the other parties with thirty (30) days written notice. In the event the Agreement is terminated with or without cause, the City shall pay Contractor for its services incurred before the date of the service of the written notice of termination.

9. MISCELLANEOUS PROVISIONS.

9.1 Notices. Any notice under this Agreement shall be in writing and shall be effective when actually delivered in person or three days after being deposited in the U.S. mail, registered or certified, postage prepaid and addressed to the party at the address stated in this Agreement or such other address as either party may designate by written notice to the other.

9.2 Waiver. The waiver by either party of the breach of any provision of this Agreement by the other party shall not operate or be construed as a waiver of any subsequent breach.

9.3 Assignment. Except as otherwise provided within this Agreement, neither party hereto may transfer or assign this Agreement without prior written consent of the other party.

9.4 Law Governing. This Agreement shall be governed by and construed in accordance with the laws of the State of Idaho.

9.5 Attorney's Fees. In the event of any dispute with regard to the

interpretation or enforcement of this Agreement, the prevailing party shall be entitled to recover his/her reasonable costs and attorneys' fees incurred therein, whether or not a lawsuit is actually filed, and on any appeals, and in any bankruptcy proceeding.

9.6 Entire Agreement. This Agreement contains the entire understanding between and among the parties and supersedes any prior understandings and agreements among them respecting the subject matter of this Agreement.

9.7 Counterparts. This Agreement may be executed in several counterparts and all so executed shall constitute one Agreement, binding on all the parties hereto even though all the parties are not signatories to the original or the same counterpart.

9.8 Facsimile. Facsimile transmission of any signed original document and retransmission of any signed facsimile transmission shall be same as delivery of the original.

9.9 Remedies. The rights and remedies provided by this Agreement are cumulative and the use of any one right or remedy by any party shall not preclude nor waive its rights to use any or all other remedies. Any rights provided to the parties under this Agreement are given in addition to any other rights the parties may have by law, statute, ordinance or otherwise.

9.10 Severability. Every provision of this Agreement is intended to be severable. If any term or provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Agreement.

9.11 Authority. Each signatory agrees that he or she has full authority and consent to sign this Agreement.

9.12 Amendment. This Agreement may be revised, amended, or canceled in whole or in part, only by means of a written instrument executed by both parties hereto.

9.13 Interpretation. This Agreement shall be liberally construed in accordance with the general purposes of this Agreement and interpreted and enforced under the laws of the State of Idaho. No presumption shall exist in favor of or against any party to this Agreement as the result of drafting and preparing this Agreement. The headings in this Agreement are inserted for convenience and identification only and are in no way intended to describe, interpret, define or limit the scope, extent or intent of the Agreement or any provisions of the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Contract for Services on the day and year first above written.

CITY OF HAILEY

By _____

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

CONTRACTOR

By Shakti Trucking Inc.
Lawrence Hall



Proposal Form

Snow Removal Services
for
City of Hailey

From: Hiatt Trucking Inc

To: City of Hailey, 115 Main St. S, Suite H, Hailey, Idaho 83333

The undersigned, as Proposer, declares that Proposer is well-qualified to supply the services, that the Proposer is familiar with the services, applicable federal, state and local laws, ordinances, rules and regulations and conditions affecting cost, progress or performance of the services, and has made such independent investigations as Proposer deems necessary.

If applicable, Proposer acknowledges that addenda numbers _____ through _____ have been received and have been examined as part of the Request for Proposal documents.

Dated this 15 day of November, 2018.

Proposer (state whether business is a corporation, a partnership, Limited Liability Company or an individual):

Hiatt Trucking Inc., a _____

Proposer's address:

17919 Hwy 20
Bellaire, ID 83313

State of incorporation/organization:

Idaho

Business/Individual address, if different:

Proposer's phone number: 208-539-2674

Proposer's fax number: na

Proposer's email address: linkhiatt@gmail.com



Dated: 11/15/19 (SEAL)

Signature:


Tawnyahhatt

Name of authorizing official:

Tawnyahhatt

Title: Owner/Sec.

Attested by:

JOSH FORTIN 

Title: NOTARY PUBLIC

JOSHUA FORTIN
Notary Public - State of Idaho
Commission Number 69223
My Commission Expires Jan 24, 2023



Proposal Form

Price (Haul Trucks with Operators: 40 points; Operators Only: 70 points)

Price per hour, per haul truck, including operator: \$ 115.00 (End dump)

Price per hour, operator only: \$ _____

Haul Trucks (20 points)

Total Quantity Available Upon Demand: 1 with possibility of 2

Truck #1

Manufacturer: 96 Peterbilt End dump Size: 24 yards

Strobe Light or High Intensity Flasher System: Yes F0 R3 No F0 R3

Truck #2

Manufacturer: 98 Peterbilt End dump Size: 24 yards

Strobe Light or High Intensity Flasher System: Yes F0 R3 No F0 R3

Truck #3

Manufacturer: _____ Size: _____

Strobe Light or High Intensity Flasher System: Yes F0 R3 No F0 R3

Truck #4

Manufacturer: _____ Size: _____

Strobe Light or High Intensity Flasher System: Yes F0 R3 No F0 R3

Qualifications of Operators (15 points)

(Class A or B CDL, clean driving record, years of experience, etc.)

Total Quantity Available Upon Demand: _____

Operator #1 Qualifications

Licensing: _____

Experience: _____

Other: _____

Operator #2 Qualifications

Licensing: _____

Experience: _____



Other: _____

Operator #3 Qualifications

Licensing: _____

Experience: _____

Other: _____

Operator #4 Qualifications

Licensing: _____

Experience: _____

Other: _____

Operator #5 Qualifications

Licensing: _____

Experience: _____

Other: _____

Operator #6 Qualifications

Licensing: _____

Experience: _____

Other: _____

Availability and Response Time (15 points)

Please check applicable box to indicate availability and response time of haul trucks, including operators:

Less than 1 hour:

1 to 2 hours:

2+ hours

Flexibility (10 points)

Are you able to provide only qualified operators, or additional qualified operators, to provide services using City-provided equipment?

Yes No

Price per hour for operator only: \$ _____

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY

SUBJECT: Motion to adopt Resolution 2018-139, authorizing the mayor's signature on Change Order No. 3 to increase the contract price by \$5,225.47, for modifications on the Water System Pressure Reducing Station project **ACTION ITEM**

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The attached change order is required for the following items:

1. Additional storage fee - \$550.00
2. Materials for water main relocation - \$3,100.47
3. Standby time for crane and Skyline personnel - \$1,575.00

Total cost increase of Change Order No. 3 is \$5,225.47.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2018-139, authorizing the mayor's signature on Change Order No. 3 to increase the contract price by \$5,225.47, for modifications on the Water System Pressure Reducing Station project **ACTION ITEM**

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record _____ *Additional/Exceptional Originals to: _____
Copies (all info.): _____ Copies (AIS only)
Instrument # _____

**CITY OF HAILEY
RESOLUTION NO. 2018-139**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE MAYOR'S SIGNATURE ON CHANGE ORDER NO. 3 WITH
SKYLINE EXCAVATION AND GRADING TO INCREASE THE CONTRACT PRICE
BY \$5,225.47, FOR MODIFICATIONS ON THE WATER SYSTEM PRESSURE
REDUCING STATION PROJECT.**

WHEREAS, the City of Hailey has a contract with Skyline Excavation and Grading for construction of the Water System Pressure Reducing Station Project for \$75,558.20,

WHEREAS, Change Order No. 3 is required for an additional storage fee, materials for water main relocation, and standby time for crane and Skyline personnel,

WHEREAS, Change Order No. 3 is for an increase of \$5,225.47,

WHEREAS, the new contract price as a result of Change Order No. 3 is \$80,783.67,

WHEREAS, the City of Hailey and Skyline Excavation and Grading agree to the terms of Change Order No. 3, a copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves Change Order No. 3 between the City of Hailey and Skyline Excavation and Grading, and authorizes the mayor to sign Change Order No. 3.

Passed this 26th day of November, 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

CHANGE ORDER

Order No.: 3

Date: 11/26/2018

Agreement Date: 07/09/2018

NAME OF PROJECT:

HAILEY PRESURE REDUCING STATION CONTRACT DOCUMENT REQUEST

OWNER: City of Hailey

CONTRACTOR: Skyline Excavation

The following changes are hereby made to the CONTRACT DOCUMENTS:

- 1. Additional storage fee - \$550.00
- 2. Materials for water main relocation - \$3,100.47
- 3. Standby time for crane and Skyline personnel - \$1,575.00

CHANGE TO CONTRACT PRICE:

Original CONTRACT PRICE: \$72,251 (seventy-two thousand, two hundred fifty one)

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$ 75,558.20

The CONTRACT PRICE due to this CHANGE ORDER will be increased by: \$ 5,225.47

The new CONTRACT PRICE including this CHANGE ORDER WILL BE \$ 80,783.67

CHANGE TO CONTRACT TIME: N/A

The CONTRACT TIME will be _____ by _____
calendar days.

The date for completion of all work will be _____.

APPROVALS REQUIRED:

Requested by: (Contractor) 

Accepted by: (Owner) _____

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY _____

SUBJECT: Motion to adopt Resolution 2018-140, authorizing Pay Estimate No. 1 in the amount of \$74,598.44, for work completed on the Water System Pressure Reducing Station project **ACTION ITEM**

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

In accordance with the contract documents, Skyline Excavation and Grading has submitted Pay Estimate No. 1 for the Water System Pressure Reducing Station project. The City's Public Works director has reviewed the pay estimate, and confirmed that all quantities and materials included in the pay estimate have been received.

The amount requested in Pay Estimate No. 1 is \$74,598.44. The contract price, including Change Order Nos. 1, 2 and 3, is \$80,783.67. The balance remaining to pay, including retainage, is \$6,185.23. The project is 95% complete.

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 type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input type="checkbox"/> Police | _____ |
| <input type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works | _____ |
| <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2018-140, authorizing Pay Estimate No. 1 in the amount of \$74,598.44, for work completed on the Water System Pressure Reducing Station project **ACTION ITEM**

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

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

**CITY OF HAILEY
RESOLUTION NO. 2018-140**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING PAY ESTIMATE NO. 1 IN THE AMOUNT OF \$74,598.44 TO
SKYLINE EXCAVATION AND GRADING, FOR THE WATER SYSTEM PRESSURE
REDUCING STATION PROJECT.**

WHEREAS, the City of Hailey has a contract with Skyline Excavation and Grading in the amount of \$80,783.67, for the Water System Pressure Reducing Station project,

WHEREAS, the contractor has completed 95% of the work, resulting in Pay Estimate No. 1 in the amount of \$74,598.44,

WHEREAS, Pay Estimate No. 1 has been reviewed and approved by the Public Works Director,

WHEREAS, the City of Hailey agrees with Pay Estimate No. 1, a copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves Pay Estimate No. 1 and that the mayor is authorized to sign Pay Estimate No. 1.

Passed this 26th day of November, 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

Hailey PRV

FROM (SUBCONTRACTOR)

PROJECT: Hailey PRV

Skyline Excavation & Grading
 PO Box 234
 Bellevue, ID 83313

APPLICATION NO.: 1

PERIOD TO:

11/6/2018

CONTRACT FOR:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner.			
TOTAL		\$ 5,225.47	
Approved this Month			
Number	Date Approved		
1	3307.2		
TOTAL		\$ 8,532.67	
Net change by Change Order			

1. ORIGINAL CONTRACT SUM \$72,251.00
2. Net change by Change Order \$8,532.67
3. CONTRACT SUM TO DATE \$80,783.67
4. TOTAL COMPLETED TO DATE \$78,524.67
5. RETAINAGE \$3,926.23
 - a. 5% of Completed Work
 - b. % of Stored Materials
- TOTAL RETAINAGE \$74,598.44
6. TOTAL EARNED LESS RETAINAGE \$0.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE \$74,598.44
9. BALANCE TO FINISH PLUS RETAINAGE \$6,185.23

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by the Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
 Skyline Excavation and Grading, LLC

SUBMIT TO:
 City of Hailey

By: **Renaë Sluder**

Date:

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY

SUBJECT: Motion to adopt Resolution 2018-141, authorizing the mayor's signature on Change Order No. 1 to increase the contract price by \$1,350.00, for modifications on the Balmoral Park Basketball Court Improvements **ACTION ITEM**

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The attached change order includes the following items:

- Increase: Remove unstable material, 27 cubic yards at \$20.00 per yard, for soft spot remediation - \$540.00
- Increase: Replace removed unstable material with 27 cubic yards of 3" minus, for soft spot remediation - \$810.00

Total cost increase of Change Order No. 1 is \$1,350, for a new contract price of \$37,667.20.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2018-141, authorizing the mayor's signature on Change Order No. 1 to increase the contract price by \$1,350.00, for modifications on the Balmoral Park Basketball Court Improvements **ACTION ITEM**

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record *Additional/Exceptional Originals to: _____
Copies (all info.): _____ Copies (AIS only)
Instrument # _____

**CITY OF HAILEY
RESOLUTION NO. 2018-141**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE MAYOR'S SIGNATURE ON CHANGE ORDER NO. 1 WITH
ANDERSON ASPHALT PAVING TO INCREASE THE CONTRACT PRICE BY
\$1,350.00, FOR MODIFICATIONS ON THE BALMORAL PARK BASKETBALL
COURT IMPROVEMENTS.**

WHEREAS, the City of Hailey has a contract with Anderson Asphalt Paving for construction of the Balmoral Park Basketball Court Improvements for \$36,317.20,

WHEREAS, Change Order No. 1 is required for soft spot remediation,

WHEREAS, Change Order No. 1 is for an increase of \$1,350.00,

WHEREAS, the new contract price as a result of Change Order No. 1 is \$37,667.20,

WHEREAS, the City of Hailey and Anderson Asphalt Paving agree to the terms of Change Order No. 1, a copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves Change Order No. 1 between the City of Hailey and Anderson Asphalt Paving, and authorizes the mayor to sign Change Order No. 1.

Passed this 26th day of November, 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

CHANGE ORDER NO. 1

Date of Issuance: November 26, 2018

Effective Date: November 26, 2018

Project:
BALMORAL PARK BASKETBALL COURT

Owner:
City of Hailey

Owner's Contract No.:
N/A

Contract:
BALMORAL PARK BASKETBALL COURT

Date of Contract:
August 13, 2018

Contractor: Anderson Asphalt Paving

Engineer's Project No.: N/A

The Contract Documents are modified as follows upon execution of this Change Order:

Modifications to the Bid Proposal Schedule of Items and Prices is as follows:

Add: Remove unstable material, 27 cubic yards at \$20.00 per yard, for soft spot remediation - increase of \$540.00

Add: Replace removed unstable material with 27 cubic yards of 3" minus, for soft spot remediation - increase of \$810.00

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$36,317.20

Decrease from previously approved Change Orders No. ____ to No. ____

0.00

Contract Price prior to this Change Order:

\$36,317.20

Increase of this Change Order:

\$1,350.00

Contract Price incorporating this Change Order:

\$37,667.20

RECOMMENDED:

By: Bria Yessa
Engineer (Authorized Signature)

ACCEPTED:

By: _____
Owner (Authorized Signature)

ACCEPTED:

By: Lay D. Williams
Contractor (Authorized Signature)

Date:

Date:

Date: 11-13-18

Approved by Funding Agency (if applicable): _____

Date: _____

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY _____

SUBJECT: Motion to adopt Resolution 2018-142, authorizing Pay Estimate No. 2 in the amount of \$6,050.00, and authorizing release of retainage in the amount of \$1,580.86, for work completed on the Balmoral Park Basketball Court Improvements **ACTION ITEM**

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

In accordance with the contract documents, Anderson Asphalt Paving has submitted Pay Estimate No. 2 for the Balmoral Park Basketball Court Improvements. The City's Public Works director has reviewed the pay estimate, and confirmed that all quantities and materials included in the pay estimate have been received.

The project is 100% complete. The amount requested in Pay Estimate No. 2 is \$6,050.00. The retainage on the project is \$1,580.86. Total payment of \$7630.86 closes out the project.

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 type="checkbox"/> Streets
<input type="checkbox"/> City Clerk	<input type="checkbox"/> Planning	<input type="checkbox"/> Treasurer
<input type="checkbox"/> Building	<input type="checkbox"/> Police	_____
<input type="checkbox"/> Engineer	<input checked="" type="checkbox"/> Public Works	_____
<input type="checkbox"/> Fire Dept.	<input type="checkbox"/> P & Z Commission	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2018-142 authorizing Pay Estimate No. 2 in the amount of \$6,050.00, and authorizing release of retainage in the amount of \$1,580.86, for work completed on the Balmoral Park Basketball Court Improvements **ACTION ITEM**

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

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

**CITY OF HAILEY
RESOLUTION NO. 2018-142**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING PAY ESTIMATE NO. 2 IN THE AMOUNT OF \$6,050.00, AND
AUTHORIZING RELEASE OF RETAINAGE IN THE AMOUNT OF \$1,580.86, TO
ANDERSON ASPHALT PAVING, FOR THE BALMORAL PARK BASKETBALL
COURT IMPROVEMENTS.**

WHEREAS, the City of Hailey has a contract with Anderson Asphalt Paving in the amount of \$37,667.20, for the Balmoral Park Basketball Court Improvements,

WHEREAS, the contractor has completed 100% of the work, resulting in Pay Estimate No. 2 in the amount of \$6,050.00,

WHEREAS, Pay Estimate No. 2 has been reviewed and approved by the Public Works Director,

WHEREAS, the contractor has completed 100% of the work, and the City desires to release retainage in the amount of \$1,580.86,

WHEREAS, the total final payment to Anderson Asphalt Paving is \$7,630.86, closing out the project,

WHEREAS, the City of Hailey agrees with Pay Estimate No. 2, a copy of which is attached hereto, and agrees to the release of the retainage.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves Pay Estimate No. 2 and release of the retainage, and that the mayor is authorized to sign Pay Estimate No. 2.

Passed this 26th day of November, 2018.

City of Hailey

Fritz X. Haemmerle, Mayor

ATTEST:

Mary Cone, City Clerk

CONTRACTOR'S PAYMENT APPLICATION AND CERTIFICATE

Date: 11/26/2018

Application No. 2

Period From _____

Project: City of Hailey Balmoral Park Basketball Court Project No. _____

Contractor: Anderson Asphalt Paving

1. Original Contract Sum	\$ <u>36,317.20</u>
3. Net Change by Contract Modifications	\$ <u>1,350.00</u>
4. Revised Contract Amount (Sum of Lines 1 and 3)	\$ <u>37,667.20</u>
5. Total Value of Work to Date (Estimate Attached) \$	<u>37,667.20</u>
6. Percent Project Complete =	<u>100.00</u> %
7. Work Completed	\$ <u>37,667.20</u>
8. Total Retainage (5%) Held to Date	\$ <u>1,580.86</u>
9. Total Earned to Date Less Retainage (Line 7 less Line 8)	\$ <u>36,086.34</u>
10. Less Previous Certificates for Payment	\$ <u>30,036.34</u>
11. Current Payment Due (Line 9 less Line 10)	\$ <u>6,050.00</u>

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that the current payment shown herein is now due, and that title materials, and equipment covered in this Application will pass to the Owner free and clear of all liens at the time of payment.

By: Larry J. Anderson Date: 11-13-18

Payment of: \$ 6,050.00

Recommended by: N/A
(Executive Sponser Representative) (Date)

Payment of: \$ 6,050.00

Approved by: Brian Yeager 11/14/18
(Engineer) (Date)

Approved by: _____
(Owner) (Date)

Change Order Summary		
Approved Change Orders:		
Number	Additions	Deductions
1	1350	
2		
3		
4		
Total	\$1,350.00	\$0.00
Net Change	\$1,350.00	

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/2018 DEPARTMENT: Community Development DEPT. HEAD SIGNATURE: LH

SUBJECT:

Request for approval to hold a special event, the event being the Running for a Cure 5K, beginning and finishing at Hop Porter Park (Saturday, April 6, 2019 from 8:30 a.m. to 12:30 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 checked="" type="checkbox"/> Engineer	<input type="checkbox"/> Public Works, Parks	_____
<input checked="" type="checkbox"/> Fire Dept.	<input type="checkbox"/> P & Z Commission	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve a special event, the event being the Running for a Cure 5K, beginning and finishing at Hop Porter Park (Saturday, April 6, 2019 from 8:30 a.m. to 12:30 p.m.), and authorization for the Mayor to sign the special event decision and special event agreement contingent on insurance certificate.

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 Girls on the Running for a Cure 5K, 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. None.

DATED this 26th day of November 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 the event being Running for a Cure 5K, to start and end at Hop Porter Park (Saturday, April 6, 2019 from 8:30 a.m. to 12:30 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 26th day of November 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

AR #4680



RECEIVED
NOV 15 2018
CITY OF HAILEY

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Running For a Cure : 5K

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

Public Property Private Property
Croy Creek Rd. River St. to Cedar St. to Broadford R, Snowfly Dr War eagle Dr

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
4/6/19	Start Time: 8:30	End Time: 12:30	All Day: 50
	Start Time:	End Time:	All Day:
Date(s) of Set-up/Tear-down	Hours		Estimated # Staff
4/6/19	Start Time: 7:30	End Time: 12:30	6
	Start Time:	End Time:	

II. FEES

Special Event Permit Application Fee \$125

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

III. ORGANIZATION INFORMATION

Sponsoring Organization: Leukemia & Lymphoma Society

Applicant's Name: Megan Winter Title: Outreach Account Lead

Address: 4822 W Fairview Ave. City: Boise State: ID Zip: 83706

Telephone Home: 268-501-7818 Mobile: 503-896-9746 FAX: _____

Applicant Driver's License #: _____ Email: _____

IV. EVENT INFORMATION

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

Event Category: Commercial Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): \$500 - \$1000

Description of Event: 5 K run

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: _____ Agent Name: _____ Phone: _____
Updated: 11/9/2016 (Attach any additional pages as needed)

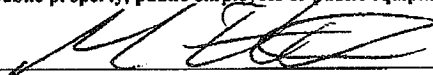
SPECIAL EVENT ACTIVITIES PLANNED

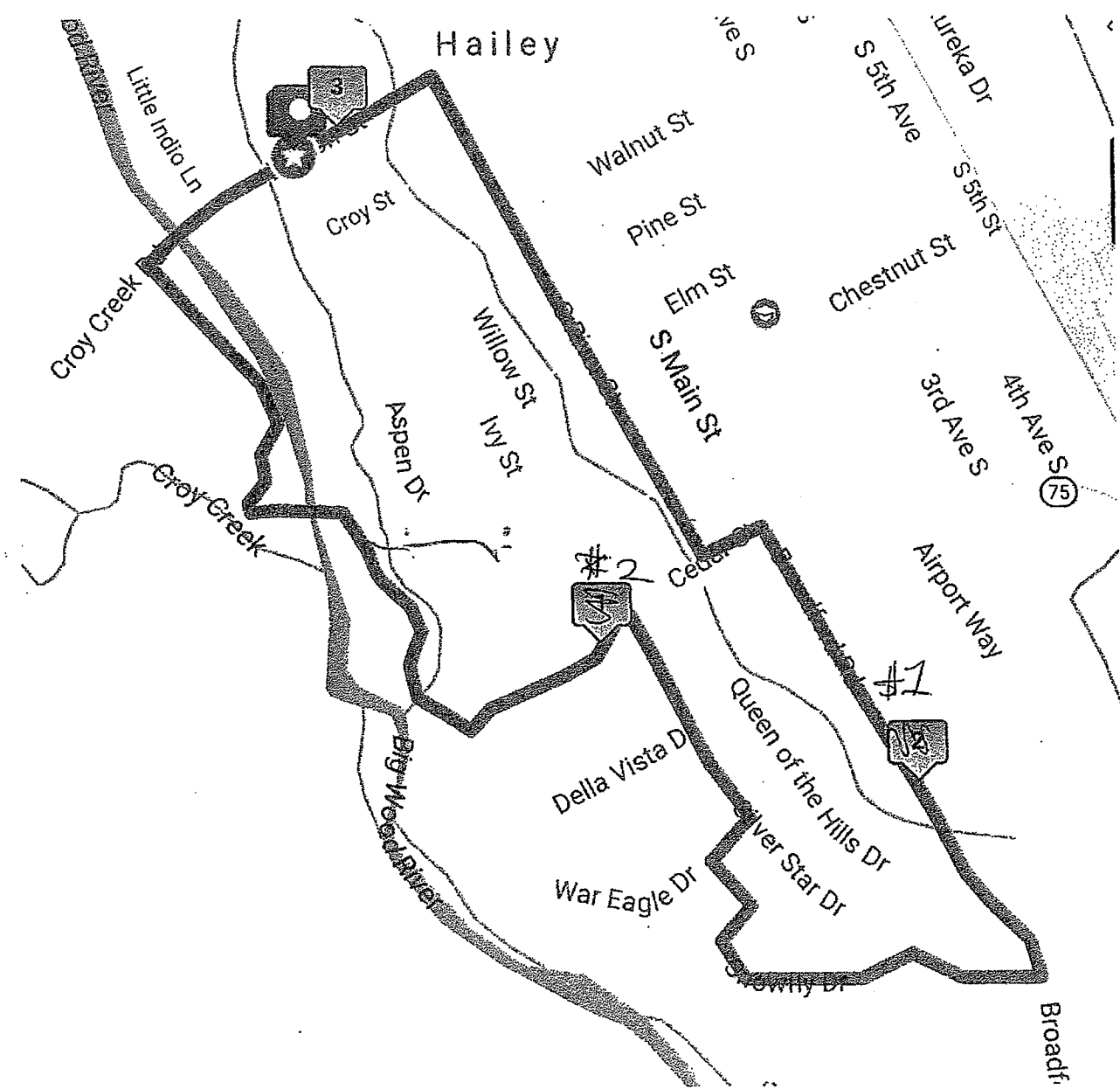
It is the sole responsibility of the applicant to coordinate activities planned. All event materials and related items are to be furnished by the applicant unless arrangements are made prior to the event. (*Additional fees may apply.)

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
X		Street Closures & Access / Parade (if yes) • 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	Alcohol Served or Sold: Requires Alcohol Beverage Catering Permit (Hailey Code 5.13) Provider -
		Barricades If yes, please include a logistics map and # of barricades applicant is providing.		X	Food/Beverages (Caterers) Please List:
		Police/Traffic Control Services (A security plan is necessary for Special Events anticipated to attract 250 or more participants while serving beer, wine or liquor or for street closures.) *Police Officers may be required for events serving alcohol. Applicant will be charged \$40/hr. per officer.		X	Booths: Profit / Non-Profit
	X	Barricades If yes, please include a logistics map and # of barricades applicant is providing.		X	Vendors (Items sold/ Solicitation) Please list:
		Police/Traffic Control Services (A security plan is necessary for Special Events anticipated to attract 250 or more participants while serving beer, wine or liquor or for street closures.) *Police Officers may be required for events serving alcohol. Applicant will be charged \$40/hr. per officer.		X	Vendors (Items sold/ Solicitation) Please list: Canopies/Tents/Temporary Structures - City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 400 sq. ft.
		Electricity / Generators: Size: _____ Medical Services (Circle) EMT - Standby (or) Ambulance *Determination of EMS services is dependent on event size & type. Applicant will be charged \$35/hr. for EMS Standby.		X	Signs or Banners *A separate application and fee are required for street banners.
		Electricity / Generators: Size: _____	<u>ADA</u>	<u>Regular</u>	Portable Toilets / Wash Stations: (Please provide one (1) permanent or portable toilet per 100 people) *Contact Clear Creek Disposal for ordering: 208-726-9600
		Medical Services (Circle) EMT - Standby (or) Ambulance *Determination of EMS services is dependent on event size & type.	#	#	Portable Toilets / Wash Stations: (Please provide one (1) permanent or portable toilet per 100 people) *Contact Clear Creek Disposal for ordering: 208-726-9600
			#	#	

	X	Applicant will be charged \$35/hr. for EMS Standby.		X	Sanitation: Trash bins, Dumpsters, Recycle (Please provide one (1) six yard dumpster per 500 people) *Contact Clear Creek Disposal for ordering: 208-726-9600
	X	Amplified Sound-- (90) dB maximum and sound may only be amplified between the hours of 10am and 10pm.			
	X	Overnight Camping Please see City for designated areas. Lighting: please attach plan if applicable.	X		Water: Drinking / Washing
	X	Overnight Camping Please see City for designated areas.		X	Open flame or flame producing devices
	X	Gray Water Barrel / Grease Barrel			
				X	Open flame or flame producing devices Stages: (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:  Date: 11/12/18



Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18 **DEPARTMENT:** Finance & Records **DEPT. HEAD SIGNATURE:** LH

SUBJECT:

Taxi Business License Renewals

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code 5.20
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Annual renewal of taxi business licenses.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

Aardvark Transportation, LLC

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
Instrument # _____

CITY OF HAILEY
115 MAIN STREET SOUTH, SUITE H
HAILEY, ID 83333
PH 788-4221 / FAX 788-2924

COPY
RECEIVED
NOV 08 2018
CITY OF HAILEY

BUSINESS LICENSE RENEWAL APPLICATION

Aardvark Transportation, LLC
PO BOX 4033
Ketchum ID 83340

Date: 11/02/2018

It is time to renew your business license with the City of Hailey. Please review the information we have on record for your business. Make note of changes or corrections and return the signed application and supplemental information, along with your payment, to City Hall by 11/12/2018. Please feel free to call Jessie Parker 788-9815 ext. 27 with any questions.

Payments received after 11/12/2018 are subject to a \$10.00 fee.

If you are no longer doing business in the City of Hailey, please check the box below, sign and return this application so that we can update our records. Thank you.

Business Name: Aardvark Transportation, LLC
Doing Business As: Aardvark Transportation, LLC
Business Address: 227C Pinewood Lane
Mailing Address: PO BOX 4033 Ketchum ID 83340
Business Email: nickey@aardvarktaxis.com
Website Address:

Acct #: 639
Business Phone: 208-721-7682
Business Fax:

State ID: *219-76-5124*

Federal ID: *219-76-5124*

Business Origination Date: 01/01/0001

Owner Name: Nicholson Buchwalter
Owner Phone: *208-721-7682*
Emergency Contact Name: *Nicole Buchwalter*
Emergency Contact Phone: *208-720-3318*

Manager Name: *Nicholson Buchwalter*
Manager Phone: *208-721-7682*

****If this is a food service business, a copy of the Idaho South Central Health District permit must be attached.

****If this is a DayCare business, a copy of the Idaho State DayCare License must be attached along with a list of all employees and their Driver's License Numbers and Dates of Birth.

License Fees:

Taxi

\$ 250.00

Total Amount Due:

\$ 250.00

Under penalty of license denial or revocation or other penalties provided by law, I hereby attest to the truthfulness, completion and accuracy of all information provided in this application.

Signature: *Nicholson Buchwalter*

Date: *11/8/18*

Please check box if no longer doing business in the City of Hailey.



IMPORTANT REMINDER

Auto Transportation Service Business License

Filing Deadlines

Auto Transportation Service Business License Expiration

- All City of Hailey Auto Transportation Service Business Licenses expire on December 31, 2018.
- The City of Hailey Municipal Code stipulates that Auto Transportation Service Business Licenses be renewed annually by their expiration date. The code states the following:

It is unlawful for any person to conduct, operate or maintain, or permit to be conducted, operated or maintained, or to participate in the conduct, operation or maintenance of any auto transportation service, as the same is defined in Section §5.20.020 of this chapter, within the city, **unless a valid business license therefore has been issued by the city council as provided in this chapter and said license is in current full force and effect.**

- **Your business must hold a valid, current license to operate.** Please be aware that simply *filing* for your license prior to December 31, 2018 does *not* constitute a “license in current full force and effect.” You must actually have the valid, current license certificate in your possession by January 1, 2019. Auto Transportation Service businesses not holding a license in current full force and effect will not be allowed to operate within the Hailey city limits, nor will these businesses be allowed access to Friedman Memorial Airport.
- **Please file by one of the deadlines below** to ensure that you receive an approved City of Hailey License prior to December 31, 2018. You will need your City of Hailey License by this date in order to file for the license/permit required by Friedman Memorial Airport.
- **Applications must be complete, and all fees must be paid prior to processing.** Applications must include proof of required insurance, registration for each vehicle, vehicle inspections, and rate schedules. These items are all required prior to processing, Hailey Police Department approval and City Council approval of your license.

File By:	City Council Approval On:	License Issued By:
November 13, 2018	November 26, 2018.....	December 5, 2018
December 3, 2018.....	December 10, 2018	December 19, 2018



VEHICLE INSPECTION FORM
(Please submit for each vehicle)

Taxi name Aardvark Transportation
Permit # _____

Year 2012 Make Ford Model F-350 Color white

VIN # 1FB5S3BL5CDA Vehicle License # 5B-B1603
20645

	Good	Fair	Need		Good	Fair	Need
BRAKES				MIRRORS			
Front	✓			Left side	✓		
Rear	✓			Right side	✓		
Park brake	✓			Rear-view	✓		
EXHAUST SYSTEM				SEATBELTS			
Exhaust pipe	✓			Front seat	✓		
Muffler	✓			Rear seat	✓		
Tail pipe	✓						
				STEERING			
EXTERIOR BODY				Tire rods	✓		
Right side	✓			Knuckles	✓		
Left side	✓						
Front	✓			TIRES			
Rear	✓			Right front	✓		
				Left front	✓		
GLASS				Right rear	✓		
Windshield	✓			Left rear	✓		
Rear window	✓						
Side windows	✓			WIPERS			
Left	✓			Left	✓		
Right	✓			Right	✓		
LIGHTS				HORN	✓		
Head Lights	✓						
High beam	✓			CLEANLINESS			
Low beam	✓			Exterior	✓		
Brake lights	✓			Interior	✓		
Park lights	✓						
Turn signals	✓						
Left	✓						
Right	✓						
Interior	✓						
Emergency flasher	✓						

KETCHUM AUTO, INC.
P.O. BOX 1779
300 10th St.
(208) 726-8259 FAX 726-0995

[Signature]

INSPECTED BY: Ryan Dean
Name

11/8/18
Date

Name of Business
KETCHUM AUTO, INC.
P.O. BOX 1779
300 10th St.
(208) 726-8259 FAX 726-0995

APPROVED BY: [Signature]
CHIEF OF POLICE or Agent

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 208-788-4221

15/03/Taxi Business License (08/31/2017)



AUTO TRANSPORTATION SERVICE BUSINESS LICENSE APPLICATION

RECEIVED
NOV 08 2018

CITY OF HAILEY
OFFICE USE ONLY

LICENSE FEES:

New or Renewal \$250.00
(License application for full year Jan. 01 – Dec.31)

TOTAL: 250.00

DATE: 11/8/18 NEW: RENEWAL:
LICENSE# 639 FEE: \$250
INSURANCE: REGISTRATION:
FARES: DRIVERS:
COUNCIL: _____ POLICE: _____

EXPIRES ANNUALLY ON DECEMBER 31ST

Owner Name: Nichelson Buchwalter Date of Birth: 2/26/57
Driver's License No.: FA111211G Email Address: Nickey@cardvanktaxi.com
Phone Number: 208-721-7682 Number of Taxi Vehicles: 1
Company Name (LLC): Cardvank Transportation LLC DBA: 311/18
Company Physical Address: 2270 Pinewood Ln, Ketchum, Id 83340
Mailing Address: P.O. Box 4033, Ketchum, Id 83340
Company Phone Number: 208-721-7682 Operating Manager: Nichelson Buchwalter

1. Have you within the last three (3) years: been convicted of, or received a withheld judgment, been placed on probation, forfeited a bond for failure to appear for any felony or misdemeanor charge, or have any outstanding warrants? Yes _____ No X

If yes, please explain: _____

2. Have you had a similar license revoked, denied or suspended by this city or any other city of this state, or of the United States, within the past three (3) years? Yes _____ No X

If yes, please explain: _____

Nichelson Buchwalter Nichelson Buchwalter 11/8/18
Print & Sign Name Date

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 208-788-4221



AUTO TRANSPORTATION SERVICE DRIVER'S LICENSE APPLICATION CHECKLIST

Please submit the following with your application:

- Color photo (passport size) to affix to the City of Hailey license.
- \$34.00 fingerprinting fee (if applicable). Exempt from fingerprint requirement if driver presents proof of a current records check submission with another local agency, in the same year that this application is filed, and the Hailey Chief of Police or City Council approves.

Please note:

- Applicant must be at least 21 years of age.

Sotheby's
INTERNATIONAL REALTY

Fern Mackenzie

Post Office Box 186
Sun Valley, ID 83953
t 208.726.5300 f 208.726.4311
c 208.720.0720
fern.mackenzie@sothebysrealty.com
fermmackie@aol.com

Aardvark Taxi drivers

Nickelso Buchwalter - FA11211G
Nicole Buchwalter - FA102591E
33- 526-94-6122

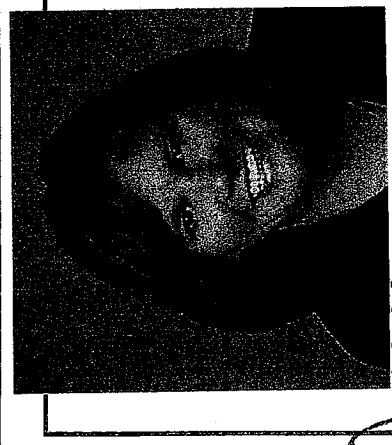
Sotheby's International Realty, Inc. is Owned and Operated by NRT Incorporated.

KETCHUM MUNICIPAL TAXICAB DRIVER'S LICENSE

NAME NICOLE BUCHWALTER ADDRESS KETCHUM, ID

DATE OF BIRTH 03-17-1967 CHAUFFEUR'S LICENSE NO FA102591E

TAXICAB DRIVER'S LICENSE EXPIRATION DATE 02-28-2019



This license shall be clearly displayed at all times in any taxicab operated by the above. By acceptance hereof, the undersigned agrees to comply with all laws of the State of Idaho and the City of Ketchum, Idaho with regard to the operation of motor vehicles and taxicabs.

DATED this 28 day of February 2018

SIGNATURE Nicole Buchwalter

KETCHUM MUNICIPAL TAXICAB DRIVER'S LICENSE

NAME NICHELSON BUCHWALTER ADDRESS KETCHUM, ID

DATE OF BIRTH 02-26-1957 CHAUFFEUR'S LICENSE NO FA11211G

TAXICAB DRIVER'S LICENSE EXPIRATION DATE 02-28-2019



This license shall be clearly displayed at all times in any taxicab operated by the above. By acceptance hereof, the undersigned agrees to comply with all laws of the State of Idaho and the City of Ketchum, Idaho with regard to the operation of motor vehicles and taxicabs.

DATED this 28 day of February 2018

SIGNATURE Nicholson Buchwalter

SEE RELEASE OF LIABILITY FORM ON REVERSE SIDE

LICENSE NO.	LICENSE EXPIRES	YEAR	MAKE	MODEL	COLOR
5BB1603	02/28/2019	2012	FORD	ECO	WHI
VEHICLE IDENTIFICATION NO.	TITLE NO.	BODY TYPE			
1FBSS3BL5CDA20645	C#6183774	VAN			

Idaho Transportation Dept
 Division of Motor Vehicles
 PO Box 7129
 Boise, ID 83707-1129



THIS IS NOT A BILL

IDAHO

DESCRIP:

RC: 07020180226154203

REG TYPE PC CAR

ISSUED:

02/26/18

15:42:03

RECEIPT:

AARDVARK TRANSPORTATION LLC

227C PINEWOOD LN

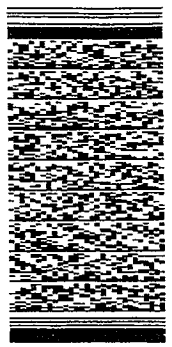
PO BOX 4033

KETCHUM

ID 83340-4033

BLAINE

BLAINE COUNTY ROAD & BRIDGE



TOTAL FEES PAID	77.35
-----------------	-------

We certify under penalty of law that this vehicle is and will be continuously insured as prescribed by law. (see reverse side)

Kate B. [Signature]
 APPLICANT MUST SIGN TO BE VALID

THESE LICENSE PLATES BELONG TO YOU - REMOVE THEM WHEN YOU SELL THE VEHICLE

Taxi/Shuttle Rates
Around
Ketchum ~ Sun Valley ~ Elkhorn

All Rides are for 3 people or less

Minimum Charge- \$15.00/3 people +\$5/ additional passenger

**North to Hulen Meadows/Lake Creek and South to
Greenhorn/East Fork Light**

Minimum Charge \$25.00/3 people +\$5/additional passenger

Airport Rates

All Rides are for 2 people or less

to: Hailey- \$20/2 people +\$5/additional passenger

Bellevue- \$30/2 people +\$5/additional passenger

Ketchum/SV- \$40/2 people +10/additional passenger

N. of Ketchum-\$50/2 people +10/additional passenger

Out of Area Rates

All Rides are for 6 people or less

:	Twin Falls-	\$275	Salt Lake City -	\$650
	Boise-	\$400	Idaho Falls-	\$400
	Stanley-	\$240		

\$25/additional passenger



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/12/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER American Business Ins. Services, Inc. 32107 W. Lindero Canyon Rd #120 Westlake Village, CA 91361	CONTACT NAME: PHONE (A/C, No, Ext): (800) 980-1950 FAX (A/C, No): E-MAIL: ADDRESS:
	INSURER(S) AFFORDING COVERAGE INSURER A: United Financial Casualty Company NAIC# INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Aardvark Transportation, LLC PO Box 4033 Ketchum, ID 83340	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

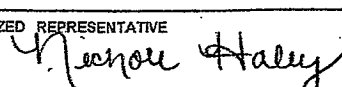
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR LTR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	X		06579201-0	03/01/2018	03/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$- PROPERTY DAMAGE (Per accident) \$ UM/UM \$ 25/50
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEES \$ E.L. DISEASE - POLICY LIMIT \$
A	Comprehensive- 2012 Ford VIN 0645 only Deductible \$1,000			06579201-0	03/01/2018	03/01/2019	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

2008 Ford Taurus 1FMDK05W28GA12951 , 2012 Ford E350 1FBSS3BL5CDA20645
30 Days notice of Cancellation

Certificate Holder is listed as Additional Insured.


CERTIFICATE HOLDER City of Hailey, its agents and employees 115 Main Street Hailey, ID 83333	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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The Gem State USA ID

IDAHO

DRIVER'S LICENSE



DL NO.	FA111211G
Issued	02/10/2016
Expires	02/26/2024
DOB	02/26/1957

Class: D
End: NONE
Rest: NONE

BUCHWALTER
NICHOLSON E
227 C PARKSIDE
KETCHUM, ID 83340

Nichol Buchwalter

DOB: 070160410009 Sex: M Hgt: 5-10"
Wgt: 165 lb Eyes: HAZ Hair: BRO

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18 **DEPARTMENT:** Clerk's Office **DEPT. HEAD SIGNATURE** M. Cone

SUBJECT

Approval of Minutes from the meeting of the Hailey City Council on October 29, 2018 and to suspend reading of them.

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.

BACKGROUND:

Draft minutes prepared.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

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

FOLLOW UP NOTES:

**MINUTES OF THE MEETING OF THE
HAILEY CITY COUNCIL
HELD OCTOBER 29, 2018
IN THE HAILEY TOWN CENTER MEETING ROOM**

The Meeting of the Hailey City Council was called to order at 5:36 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 City Clerk Mary Cone.

5:36:47 PM Call to order by Mayor Haemmerle

Open Session for Public Comments:

No comments

CONSENT AGENDA:

- CA 429 Motion to accept bid from _____ in the amount of \$ _____, for Phase 1 – Della View Drainage Improvements, and motion to adopt Resolution 2018-____, authorizing the mayor to sign the Notice of Award and Agreement **ACTION ITEM**
- CA 430 Motion to approve Resolution 2018 –127, authorizing Mayor’s signature on a letter confirming access, in accordance with the Real Estate Purchase and Sale Agreement dated September 1, 1998 to Eccles Flying Hat Ranch across portions of Aviation Drive and Airport Way located on Friedman Memorial Airport Property **ACTION ITEM**
- CA 431 Motion to approve Resolution 2018-128, authorizing a release to Easzy Landscaping, Ohio Security Insurance Company and all other persons related to a claim for property damage to Hailey City property at 430 Robinhood Drive, in exchange for payment in full to the City of \$2,835 **ACTION ITEM**
- CA 432 Motion to approve the Special Event, Hailey Turkey Trot 5K Run and Walk, with start/finish to be held on Carbonate Street, with route to commence through Draper Preserve and Della View Subdivision (Thursday, November 22, 2018 from 9:00 a.m. to 12:00 p.m.) **ACTION ITEM**
- CA 433 Motion to approve alcohol license for a new restaurant **ACTION ITEM**
- CA 434 Motion to approve minutes of October 22, 2018 and to suspend reading of them **ACTION ITEM**
- CA 435 Motion to approve claims for expenses incurred during the month of October, 2018, and claims for expenses due by contract in November, 2018 **ACTION ITEM**

5:37:10 PM Regarding CA 429, the Mayor informs council that this was left blank because Brian Yeager opened bids today, the award should go to skyline excavation for \$58,769.55, for the phase 1 Della View drainage improvements.

CA 430 pulled by Simms.

5:38:12 PM **Burke moved to approve all consent agenda items minus CA 430, seconded by Cooley, motion passed with roll call vote. Burke, yes. Cooley, yes. Thea, yes.**

5:38:28 PM CA 430 – Simms, this item lacked the final language of letter. It is now ready for the Mayor’s signature with adding 3 words.

5:39:26 PM Cooley moves to approve Resolution 2018-127, approving the letter as handed out, seconded by Burke. Motion passed with roll call vote. Thea, yes. Cooley, yes. Burke, yes.

APPOINTMENTS AND AWARDS:

AA 436 *Appointment to Hailey City Council Seat No. 3, Resolution 2018-_____ ACTION ITEM*
(documents to be handed out)

5:40:20 PM Haemmerle appoints Jeff Engelhardt after interviewing 11 people for Teevin's replacement. Lots of good candidates. Haemmerle selected Jeff Engelhardt for several reasons, he came here originally to ski, and owns his own property management business and he feels he will do a good job for the city.

Haemmerle asks if they have questions for Engelhardt as he is present to answer any.

5:43:19 PM Thea asks why Engelhardt wants to be on council. Engelhardt replies, he wants to make a difference, the same reason he joined the Planning and Zoning Commission.

5:45:26 PM Cooley moves to approve 2018-129 appointing Jeff Engelhardt to City Council seat number 3 (Three), term expires November 2019, motion seconded by Burke, motion passed with roll call vote. Burke, yes. Cooley, yes. Thea, yes.

5:46:39 PM Jeff Engelhardt speaks, he always has an opinion on everything.

5:47:14 PM The oath of office will take place on November 26th at the next city council meeting.

AA 437 *Appointment to Hailey Planning & Zoning Commission, Resolution 2018-_____ ACTION ITEM*
(documents to be handed out)

5:47:56 PM As the planning and zoning commission replacement the Mayor suggests Samuel Linnet, a young attorney who moved here to clerk for Judge Elgee. Linnet took over Ned Williamson's practice. Linnet wants to go into land use planning.

5:49:48 PM **Burke moves to approve Resolution 2018-130 accepting the nomination of Samuel linnet to Planning and Zoning Commission, seconded by Thea, starting Monday Dec. 3rd, 2018, motion passed with roll call vote. Burke, yes. Cooley, yes. Thea, yes.**

Burke thinks that having a council member move up from the Planning and Zoning Commission adds to the depth of what goes on in the city. It is what she did, as well as Cooley.

5:51:57 PM With no further business, **Cooley moves to adjourn, Thea seconds, motion passed unanimously.**

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/16/2018 **DEPARTMENT:** Finance & Records **DEPT. HEAD SIGNATURE:** MHC

SUBJECT

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

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

BACKGROUND:

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

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

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

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

FOLLOW UP NOTES:

Posting period: 11/18

Invoice Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
4409 A.W. REHN & ASSOCIATES									
OCTOB 1	FSA Admin Fee- October 2018	Invoice	11/06/2018	11/16/2018	33.34	33.34	100-15-41215		1118
OCTOB 2	FSA Admin Fee- October 2018	Invoice	11/06/2018	11/16/2018	33.33	33.33	200-15-41215		1118
OCTOB 3	FSA Admin Fee- October 2018	Invoice	11/06/2018	11/16/2018	33.33	33.33	210-15-41215		1118
	Total 4409 A.W. REHN & ASSOCIATES:				100.00	100.00			
50307 ABERBACH, CRAIG									
10/23/1	1 CHICKEN FOR DAVES RETIREMENT PARTY	Invoice	10/23/2018	11/09/2018	217.62	217.62	100-25-41215		1118
	Total 50307 ABERBACH, CRAIG:				217.62	217.62			
1115 ADA COMMUNITY LIBRARY									
201278	1 201278 ONE CLICK AND OVERDRIVE ANNUAL FE	Invoice	10/25/2018	11/09/2018	697.50	697.50	100-45-41711		1118
	Total 1115 ADA COMMUNITY LIBRARY:				697.50	697.50			
5521 AIR ST. LUKES									
2018-1	1 2018 Air St Lukes membership- MCGEHEE	Invoice	10/31/2018	11/09/2018	45.00	45.00	100-40-41126		1118
	Total 5521 AIR ST. LUKES:				45.00	45.00			
1532 AIRGAS USA LLC									
908181	1 #9081811566 Airgas Haz Mat Charge	Invoice	10/25/2018	11/09/2018	805.62	805.62	100-55-41315		1118
	Total 1532 AIRGAS USA LLC:				805.62	805.62			
757 ALPINE TREE SERVICE INC.									
37766	1 37766 REMOVE TREE FELL ON ROOF FROM RO	Invoice	10/19/2018	11/09/2018	785.00	785.00	100-50-41707		1118
	Total 757 ALPINE TREE SERVICE INC. :				785.00	785.00			
1913 AMAZON CAPITAL SERVICES									
1CG6-6	1 ADJUSTABLE PROJECTIONS STANDS	Invoice	10/16/2018	11/09/2018	127.78	127.78	100-25-41411		1118
1GKG-	1 1GKG-H4C9-9GNK LIBRARY SUPPLIES	Invoice	10/25/2018	11/09/2018	27.78	27.78	100-45-41215		1118
1NDJ-R	1 FOLDING TABLES FOR CLASSROOM	Invoice	10/05/2018	11/09/2018	824.69	824.69	100-25-41411		1118
1RMR-	1 SKECHER MENS BOOTS FOR CHIEF	Invoice	10/12/2018	11/09/2018	128.23	128.23	100-25-41703		1118

Invoice Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 1913 AMAZON CAPITAL SERVICES:									
					1,108.48	1,108.48			
2918 AMERIPRIDE LINEN AND APPAREL S									
240072	1 UNIFORMS WW	Invoice	10/18/2018	11/09/2018	237.10	237.10	210-70-41703		1118
240072	1 UNIFORMS WW	Invoice	10/25/2018	11/09/2018	178.63	178.63	210-70-41703		1118
240072	1 UNIFORMS WW	Invoice	11/01/2018	11/09/2018	239.10	239.10	210-70-41703		1118
Total 2918 AMERIPRIDE LINEN AND APPAREL S:									
					654.83	654.83			
5422 ARBORCARE RES. INC									
40548	1 40548 ARBORIST REVIEW AND REPORT (616 N 2n	Invoice	10/24/2018	11/09/2018	225.00	225.00	100-50-41707		1118
Total 5422 ARBORCARE RES. INC:									
					225.00	225.00			
2629 ASSOCIATED BAG COMPANY									
N93602	1 GARBAGE LINERS	Invoice	10/31/2018	11/09/2018	916.05	916.05	230-75-41401		1118
Total 2629 ASSOCIATED BAG COMPANY:									
					916.05	916.05			
389 ASSOCIATION OF IDAHO CITIES									
200004	1 TRAINING - WATER ACADEMY	Invoice	10/23/2018	11/09/2018	41.66	41.66	100-42-41723		1118
200004	2 TRAINING - WATER ACADEMY	Invoice	10/23/2018	11/09/2018	41.67	41.67	200-42-41723		1118
200004	3 TRAINING - WATER ACADEMY	Invoice	10/23/2018	11/09/2018	41.67	41.67	210-42-41723		1118
Total 389 ASSOCIATION OF IDAHO CITIES:									
					125.00	125.00			
1053 BALEDGE, MIKE									
11/6/18	1 Per Diem for Class 12/2-12/7/2018 M baledge	Invoice	11/06/2018	11/09/2018	302.50	302.50	100-55-41724		1118
Total 1053 BALEDGE, MIKE:									
					302.50	302.50			
308 BLAINE COUNTY CLERK									
317	1 RMS SYSTEM PAID IN FULL	Invoice	10/04/2018	11/16/2018	23,162.00	23,162.00	100-25-41515		1118
Total 308 BLAINE COUNTY CLERK:									
					23,162.00	23,162.00			
44991 BLAINE COUNTY HOUSING AUTH.									
FY19 1	1 1st Quarter Fiscal year 2019	Invoice	11/01/2018	11/09/2018	750.00	750.00	100-10-41717		1118

Invoice Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 44991 BLAINE COUNTY HOUSING AUTH:									
					750.00	750.00			
2659 BLUE HERON WORKSHOP									
3001	1 STELLERS RETIREMENT AWARD	Invoice	10/24/2018	11/09/2018	192.40	192.40	100-25-41211		1118
Total 2659 BLUE HERON WORKSHOP:									
					192.40	192.40			
8598 BPA HEALTH									
9424N	1 HVFD EAP ANNUAL 11/18-10/19	Invoice	11/01/2018	11/09/2018	600.00	600.00	100-55-41126		1118
Total 8598 BPA HEALTH:									
					600.00	600.00			
5710 BURKS EXCAVATION CORP OF IDAHO									
10/17/1	1 REFUND - OVERPAYMENT FOR LUPINE SUB DRY	Invoice	10/17/2018	11/09/2018	150.00	150.00	100-00-20513		1118
Total 5710 BURKS EXCAVATION CORP OF IDAHO:									
					150.00	150.00			
873 CED, INC.									
3755-6	1 3755-646648 CREDIT - BLK CABLE TIES - CK #445	Invoice	10/11/2018	10/22/2018	40.01-	40.01-	100-40-41413		1018
Total 873 CED, INC. :									
					40.01-	40.01-			
5361 CENTURY LINK - PHONE SERVICE									
11/1/18	1 POLICE DEPT L 208-788-0258 309M	Invoice	11/01/2018	11/16/2018	290.78	290.78	100-25-41713		1118
Total 5361 CENTURY LINK - PHONE SERVICE:									
					290.78	290.78			
670 CITY OF HAILEY W&S DEPT									
OCTOB	1 CITY OF HAILEY STREET SHOP	Invoice	11/01/2018	11/09/2018	1,381.54	1,381.54	100-40-41717		1118
OCTOB	2 CITY OF HAILEY INTER CENTER	Invoice	11/01/2018	11/09/2018	40.40	40.40	100-10-41717		1118
OCTOB	3 CITY OF HAILEY RODEO PARK	Invoice	11/01/2018	11/09/2018	52.20	52.20	100-50-41617		1118
OCTOB	4 CITY OF HAILEY CITY HALL	Invoice	11/01/2018	11/09/2018	47.47	47.47	100-42-41717		1118
OCTOB	5 CITY OF HAILEY CITY HALL	Invoice	11/01/2018	11/09/2018	47.47	47.47	200-42-41717		1118
OCTOB	6 CITY OF HAILEY CITY HALL	Invoice	11/01/2018	11/09/2018	47.46	47.46	210-42-41717		1118
OCTOB	7 CITY OF HAILEY POLICE DEPT	Invoice	11/01/2018	11/09/2018	702.09	702.09	100-25-41717		1118
OCTOB	8 CITY OF HAILEY FIRE DEPARTMENT	Invoice	11/01/2018	11/09/2018	48.26	48.26	100-55-41717		1118
OCTOB	9 CITY OF HAILEY TREATMENT PL	Invoice	11/01/2018	11/09/2018	72.15	72.15	200-60-41717		1118
OCTOB	10 CITY OF HAILEY TREATMENT PL	Invoice	11/01/2018	11/09/2018	72.14	72.14	210-70-41717		1118
OCTOB	11 CITY PARKING LOT-IRRIGATION	Invoice	11/01/2018	11/09/2018	9,082.80	9,082.80	100-50-41717		1118

Invoice 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 :									
			11,593.98		11,593.98				
22457 CLEAR CREEK DISPOSAL, INC.									
OCT08	1 FRANCHISE FEE October 2018	Invoice	11/01/2018	11/09/2018	110,584.40	110,584.40	100-00-20515		1118
Total 22457 CLEAR CREEK DISPOSAL, INC.:									
			110,584.40		110,584.40				
5961 CLEARWATER POWER EQUIPMENT LLC									
102618	1 10261801 HUSTLER REPLACEMENT KEY	Invoice	10/26/2018	11/09/2018	1.76	1.76	100-50-41403		1118
W1612	2 W16129 HUSTLER FASTRAK ZTR- REPLACE PULL	Invoice	10/29/2018	11/09/2018	177.38	177.38	100-50-41313		1118
Total 5961 CLEARWATER POWER EQUIPMENT LLC:									
			179.14		179.14				
1124 COMPUTYPE, INC.									
625057	1 Balance due--Shipping/Handling invoice #625057	Invoice	09/29/2018	11/16/2018	17.92	17.92	100-45-41215		1318
Total 1124 COMPUTYPE, INC.:									
			17.92		17.92				
337 COPY & PRINT LLC									
92811	1 92811 FOLDERS	Invoice	10/16/2018	11/09/2018	36.81	36.81	100-25-41215		1118
92822	1 92822 notary stamp	Invoice	10/09/2018	11/09/2018	37.25	37.25	100-25-41215		1118
92999	1 92999 OFFICE SUPPLIES	Invoice	10/24/2018	11/09/2018	139.86	139.86	100-25-41215		1118
93485	1 Town Square Workshop Supplies 11/05/18 & 11/13/1	Invoice	11/05/2018	11/09/2018	309.78	309.78	100-20-41313		1118
Total 337 COPY & PRINT LLC:									
			523.70		523.70				
972 COX COMMUNICATIONS									
11/1/18	1 001 2401 200477401 MAIN 33%	Invoice	11/01/2018	11/16/2018	25.20	25.20	100-42-41713		1118
11/1/18	2 001 2401 200477401 MAIN 33%	Invoice	11/01/2018	11/16/2018	25.20	25.20	200-42-41713		1118
11/1/18	3 001 2401 200477401 MAIN 33%	Invoice	11/01/2018	11/16/2018	25.20	25.20	210-42-41713		1118
11/1/18	4 001 2401 200477401 Library	Invoice	11/01/2018	11/16/2018	113.40	113.40	100-45-41713		1118
11/1/18	5 027815002 Library	Invoice	11/01/2018	11/16/2018	138.60	138.60	100-45-41713		1118
11/1/18	6 001 2401 200477401 Street	Invoice	11/01/2018	11/16/2018	118.70	118.70	100-40-41713		1118
11/1/18	7 001 2401 200477401 Police	Invoice	11/01/2018	11/16/2018	232.99	232.99	100-25-41713		1118
11/1/18	8 001 2401 200477401 Welcome Center	Invoice	11/01/2018	11/16/2018	79.00	79.00	100-10-41717		1118
11/1/18	9 001 2401 200477401 HFD	Invoice	11/01/2018	11/16/2018	69.00	69.00	100-55-41717		1118
Total 972 COX COMMUNICATIONS:									
			827.29		827.29				

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
5943 CWJ LLC										
111842	1	REFund CR bal. for CCD charges	Invoice	11/07/2018	11/09/2018	53.90	53.90	100-00-20515		1118
Total 5943 CWJ LLC:						53.90	53.90			
304 DIVISION OF BUILDING SAFETY										
OCTOB	1	PERMIT & FEES Oct. 2018	Invoice	11/05/2018	11/09/2018	3,833.75	3,833.75	100-00-20325		1118
Total 304 DIVISION OF BUILDING SAFETY :						3,833.75	3,833.75			
8583 D-SWANER WELDING, INC										
CR 150	1	15040 3/16" PLATES	Invoice	10/20/2018	11/09/2018	107.51	107.51	100-40-41403		1118
Total 8583 D-SWANER WELDING, INC:						107.51	107.51			
8607 ENGELHARDT, JEFFREY L										
10/15/1	1	P&Z STIPEND	Invoice	10/15/2018	11/09/2018	56.25	56.25	100-10-41313		1118
10/15/1	2	P&Z STIPEND	Invoice	10/15/2018	11/09/2018	28.12	28.12	200-10-41313		1118
10/15/1	3	P&Z STIPEND	Invoice	10/15/2018	11/09/2018	28.13	28.13	210-10-41313		1118
Total 8607 ENGELHARDT, JEFFREY L:						112.50	112.50			
634 ENVIRO-CLEAN INTERMOUNTAIN LLC										
18-658	1	HYDRAULIC VALVE	Invoice	10/31/2018	11/09/2018	938.07	938.07	210-70-41415		1118
Total 634 ENVIRO-CLEAN INTERMOUNTAIN LLC:						938.07	938.07			
297 EVANS PLUMBING, INC.										
79/119	1	CASE INVESTIGATION/ STOLEN WEDDING RING	Invoice	10/02/2018	11/16/2018	85.00	85.00	100-25-41733		1118
Total 297 EVANS PLUMBING, INC.:						85.00	85.00			
348 FEDERAL EXPRESS										
6-349-2	1	6-349-24789 SHIPPING - SEAGRAVES GRANT	Invoice	10/25/2018	11/09/2018	35.34	35.34	100-50-41215		1118
Total 348 FEDERAL EXPRESS :						35.34	35.34			
2077 FELTON, JUSTYN										
11/2/18	1	Refund CR bal. 2321 Winterhaven Dr	Invoice	11/02/2018	11/16/2018	28.07	28.07	100-00-15110		1118

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 2077 FELTON, JUSTYN:										
						28.07	28.07			
1464 FISHER'S TECHNOLOGY										
235780	1	23578059 LIBRARY COPIER CONTRACT	Invoice	10/22/2018	11/09/2018	351.06	351.06	100-45-41325		1118
Total 1464 FISHER'S TECHNOLOGY:										
						351.06	351.06			
996 FREEDOM MAILING SERVICES										
34731	1	#34731 Bill Processing and Newsletters	Invoice	11/02/2018	11/16/2018	526.71	526.71	100-15-41323		1118
34731	2	#34731 Bill Processing and Newsletters	Invoice	11/02/2018	11/16/2018	526.70	526.70	200-15-41323		1118
34731	3	#34731 Bill Processing and Newsletters	Invoice	11/02/2018	11/16/2018	526.70	526.70	210-15-41323		1118
34731	4	#34731 Snow Removal Inserts	Invoice	11/02/2018	11/16/2018	46.99	46.99	100-40-41323		1118
Total 996 FREEDOM MAILING SERVICES:										
						1,627.10	1,627.10			
5909 FUGATE, JANET										
10/15/1	1	P&Z Stipend	Invoice	10/15/2018	11/09/2018	56.25	56.25	100-10-41313		1118
10/15/1	2	P&Z Stipend	Invoice	10/15/2018	11/09/2018	28.12	28.12	200-10-41313		1118
10/15/1	3	P&Z Stipend	Invoice	10/15/2018	11/09/2018	28.13	28.13	210-10-41313		1118
Total 5909 FUGATE, JANET:										
						112.50	112.50			
369 GEM STATE WELDERS SUPPLY INC.										
183094	1	TANK RENTAL FEE WWTP	Invoice	10/31/2018	11/09/2018	48.36	48.36	210-70-41775		1118
Total 369 GEM STATE WELDERS SUPPLY INC.:										
						48.36	48.36			
6023 GIVENS PURSLEY LLP										
193126	1	193126 BIG WOOD DELIVERY CALL	Invoice	10/09/2018	11/09/2018	60.00	60.00	200-60-41313	15.60.0001.1	1118
Total 6023 GIVENS PURSLEY LLP:										
						60.00	60.00			
851 GLASS MASTERS, INC										
WO-16	1	WO-16404 REPAIR SOUTH DOORS - WELCOME C	Invoice	10/25/2018	11/09/2018	316.05	316.05	100-50-41603		1118
Total 851 GLASS MASTERS, INC :										
						316.05	316.05			
1850 GREAT AMERICA FINANCIAL SERVICES										
235975	1	Invoice# 23597559 11/23/18	Invoice	10/25/2018	11/09/2018	69.00	69.00	100-20-41323		1118

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 1850 GREAT AMERICA FINANCIAL SERVICES:										
						69.00	69.00			
668 HAILEY CHAMBER OF COMMERCE										
OCT08	1	CHAMBER LOT EXPENSES October 2018	Invoice	11/08/2018	11/16/2018	2,880.14	2,880.14	100-10-41707		1118
Total 668 HAILEY CHAMBER OF COMMERCE :										
						2,880.14	2,880.14			
5304 HAWLEY GRAPHICS, INC										
40735	1	CHARLES COX BUSINESS CARDS	Invoice	09/19/2018	11/16/2018	85.00	85.00	100-25-41211		1318
Total 5304 HAWLEY GRAPHICS, INC:										
						85.00	85.00			
2075 HITS INC										
5855	1	TRAINING FOR JARED MURPHY	Invoice	09/06/2018	11/16/2018	250.00	250.00	100-25-41723		1318
Total 2075 HITS INC:										
						250.00	250.00			
4900 IACP NET										
33277	1	ANNUAL PAYMENT MEMBERSHIP	Invoice	10/14/2018	11/09/2018	525.00	525.00	100-25-41711		1118
Total 4900 IACP NET:										
						525.00	525.00			
1301 IDAHO DEPT OF WATER RESOURCES										
FY2018	1	FY 18 7 Shallow Injection Wells	Invoice	11/07/2018	11/09/2018	175.00	175.00	100-00-20513		1318
Total 1301 IDAHO DEPT OF WATER RESOURCES:										
						175.00	175.00			
671 IDAHO LUMBER & HARDWARE										
749016	1	PLUMBING PARTS W.	Invoice	10/16/2018	11/09/2018	9.37	9.37	200-60-41403		1118
749857	1	749857 RED BULK CRAYON	Invoice	10/22/2018	11/09/2018	1.39	1.39	100-40-41403		1118
750395	1	TRAEGER PELLETS FOR DAVE'S RETIREMENT	Invoice	10/25/2018	11/09/2018	29.98	29.98	100-25-41215		1118
750942	1	750942 SURVEY STAKES, DECK SCREWS - PLAY	Invoice	10/29/2018	11/09/2018	47.17	47.17	120-50-41539	18.50,00001.1	1118
Total 671 IDAHO LUMBER & HARDWARE:										
						87.91	87.91			
5631 IDAHO MATERIALS AND CONSTRUCTION										
182443	1	PATCH CONTRACT - BULLION AND MAIN	Invoice	10/10/2018	11/09/2018	170.80	170.80	100-40-41403		1118
182764	1	PATCH CONTRACT - ELM STREET PED RAMP	Invoice	10/22/2018	11/07/2018	1,295.00	1,295.00	120-40-41547	18.40,00009.1	1318
182755	1	PATCH CONTRACT - 3RD ST PED RAMP	Invoice	10/22/2018	11/07/2018	1,575.00	1,575.00	120-40-41547	18.40,00009.1	1318

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
182756	1	PATCH CONTRACT - 4TH STREET PED RAMP	Invoice	10/22/2018	11/07/2018	1,750.00	1,750.00	120-40-41547	18.40.0009.1	1118
Total 5631 IDAHO MATERIALS AND CONSTRUCTION:						4,790.80	4,790.80			
400 IDAHO MOUNTAIN EXPRESS										
125883	1	10/17 della view drainage bids	Invoice	10/17/2018	11/16/2018	34.50	34.50	100-42-41319	18.70.0001.1	1118
125883	2	10/17 della view drainage bids	Invoice	10/17/2018	11/16/2018	34.50	34.50	200-42-41319	18.70.0001.1	1118
125883	3	10/17 della view drainage bids	Invoice	10/17/2018	11/16/2018	34.50	34.50	210-42-41319	18.70.0001.1	1118
125883	1	11/5 p&z meeting	Invoice	10/17/2018	11/16/2018	132.48	132.48	100-20-41319		1118
125883	1	ord. 1238 - dro zone P&Z	Invoice	10/17/2018	11/16/2018	93.84	93.84	100-20-41319		1118
125883	1	ord. 1239 - dro zone P&Z	Invoice	10/17/2018	11/16/2018	116.84	116.84	100-20-41319		1118
125883	1	ord. 1242 P&Z side yard set backs	Invoice	10/17/2018	11/16/2018	194.04	194.04	100-20-41319		1118
125887	1	FEMA Staffing	Invoice	10/24/2018	11/16/2018	94.88	94.88	100-55-41319	18.55.0002.1	1118
125887	1	11/8 P&Z Carbonate View	Invoice	10/24/2018	11/16/2018	50.60	50.60	100-20-41319		1118
125890	1	11/19 P&Z Quigley Hillside Overlay	Invoice	10/31/2018	11/16/2018	42.32	42.32	100-20-41319	17.20.0002.1	1118
Total 400 IDAHO MOUNTAIN EXPRESS :						828.50	828.50			
22433 IDAHO POWER										
10/30/1	1	IP Acct#2204837906 STREET	Invoice	10/30/2018	11/16/2018	1,629.44	1,629.44	100-40-41715		1118
10/30/1	2	IP Acct#2205094259 PARK	Invoice	10/30/2018	11/16/2018	132.70	132.70	100-50-41717		1118
10/30/1	3	IP Acct#2205094259 Rodeo	Invoice	10/30/2018	11/16/2018	176.07	176.07	100-50-41617		1118
10/30/1	4	IP Acct#2205094259 ICE RINK/SKATE	Invoice	10/30/2018	11/16/2018	23.97	23.97	100-50-41617		1118
10/30/1	5	IP Acct#2205094259 INTERP	Invoice	10/30/2018	11/16/2018	103.86	103.86	100-10-41717		1118
10/30/1	6	IP Acct#22062003362 WATER	Invoice	10/30/2018	11/16/2018	7,113.31	7,113.31	200-60-41717		1118
10/30/1	7	IP Acct#2206105138 STREET	Invoice	10/30/2018	11/16/2018	68.75	68.75	100-40-41715		1118
10/30/1	8	IP Acct#2203575119 STREET	Invoice	10/30/2018	11/16/2018	7.21	7.21	100-40-41715		1118
10/30/1	9	IP Acct#2204305425 ST-TRAFFIC LIGHTS	Invoice	10/30/2018	11/16/2018	115.47	115.47	100-40-41717		1118
10/30/1	10	IP Acct#2220559932 LIONS/11 CROY CREEK	Invoice	10/30/2018	11/16/2018	120.61	120.61	100-40-41717		1118
10/30/1	11	IP Acct#2221408442 PARKS-SHENANDOAH BALM	Invoice	10/30/2018	11/16/2018	5.24	5.24	100-50-41717		1118
Total 22433 IDAHO POWER:						9,496.63	9,496.63			
50352 IDAHO TRANSPORTATION DEPT										
10/20	1	1997 FORD F3 PICKUP	Invoice	10/20/2018	11/09/2018	23.00	23.00	100-40-41415		1118
10/20	2	2000 FRHT TRACTOR TRUCK	Invoice	10/20/2018	11/09/2018	23.00	23.00	100-40-41415		1118
10/20	3	1998 INTL DUMP TRUCK	Invoice	10/20/2018	11/09/2018	23.00	23.00	100-40-41415		1118
10/20	4	1998 INTL TK DUMP TRUCK	Invoice	10/20/2018	11/09/2018	23.00	23.00	100-40-41415		1118

Posting period: 11/18

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 50352 IDAHO TRANSPORTATION DEPT:										
612 INGRAM BOOK COMPANY										
367656	1	Library Books and Materials	Invoice	10/02/2018	11/09/2018	148.38	148.38	100-45-41535		1118
367656	1	Library Books and Materials	Invoice	10/02/2018	11/09/2018	610.52	610.52	100-45-41535		1118
367656	1	Library Books and Materials	Invoice	10/02/2018	11/09/2018	218.75	218.75	100-45-41535		1118
367656	1	Library Books and Materials	Invoice	10/02/2018	11/09/2018	262.10	262.10	100-45-41535		1118
367656	1	Library Books and Materials	Invoice	10/02/2018	11/09/2018	747.63	747.63	100-45-41535		1118
367816	1	Library Books and Materials	Invoice	10/03/2018	11/09/2018	50.33	50.33	100-45-41535		1118
367816	1	Library Books and Materials	Invoice	10/03/2018	11/09/2018	52.04	52.04	100-45-41535		1118
367842	1	Library Books and Materials	Invoice	10/03/2018	11/09/2018	14.71	14.71	100-45-41535		1118
368627	1	Library Books and Materials	Invoice	10/09/2018	11/09/2018	78.38	78.38	100-45-41535		1118
368627	1	Library Books and Materials	Invoice	10/09/2018	11/09/2018	38.60	38.60	100-45-41535		1118
368627	1	Library Books and Materials	Invoice	10/09/2018	11/09/2018	197.96	197.96	100-45-41535		1118
368627	1	Library Books and Materials	Invoice	10/09/2018	11/09/2018	152.69	152.69	100-45-41535		1118
368823	1	Library Books and Materials	Invoice	10/10/2018	11/09/2018	22.39-	22.39-	100-45-41535		1118
368843	1	Library Books and Materials	Invoice	10/10/2018	11/09/2018	41.98	41.98	100-45-41535		1118
368843	1	Library Books and Materials	Invoice	10/10/2018	11/09/2018	8.69	8.69	100-45-41535		1118
368843	1	Library Books and Materials	Invoice	10/10/2018	11/09/2018	2.89	2.89	100-45-41535		1118
369056	1	Library Books and Materials	Invoice	10/10/2018	11/09/2018	88.88	88.88	100-45-41535		1118
369056	1	Library Books and Materials	Invoice	10/11/2018	11/09/2018	24.07	24.07	100-45-41535		1118
369056	1	Library Books and Materials	Invoice	10/11/2018	11/09/2018	9.83	9.83	100-45-41535		1118
369056	1	Library Books and Materials	Invoice	10/11/2018	11/09/2018	13.99	13.99	100-45-41535		1118
369056	1	Library Books and Materials	Invoice	10/11/2018	11/09/2018	7.27	7.27	100-45-41535		1118
370084	1	Library Books and Materials	Invoice	10/18/2018	11/09/2018	192.28	192.28	100-45-41535		1118
370084	1	Library Books and Materials	Invoice	10/18/2018	11/09/2018	35.81	35.81	100-45-41535		1118
370084	1	Library Books and Materials	Invoice	10/18/2018	11/09/2018	24.81	24.81	100-45-41535		1118
370084	1	Library Books and Materials	Invoice	10/18/2018	11/09/2018	91.27	91.27	100-45-41535		1118
370084	1	Library Books and Materials	Invoice	10/18/2018	11/09/2018	43.98	43.98	100-45-41535		1118
370822	1	Library Books and Materials	Invoice	10/24/2018	11/09/2018	4.63-	4.63-	100-45-41535		1118
370843	1	Library Books and Materials	Invoice	10/24/2018	11/09/2018	132.87	132.87	100-45-41535		1118
370843	1	Library Books and Materials	Invoice	10/24/2018	11/09/2018	17.90	17.90	100-45-41535		1118
370843	1	Library Books and Materials	Invoice	10/24/2018	11/09/2018	106.39	106.39	100-45-41535		1118
370843	1	Library Books and Materials	Invoice	10/24/2018	11/09/2018	204.18	204.18	100-45-41535		1118
371036	1	Library Books and Materials	Invoice	10/25/2018	11/09/2018	14.15	14.15	100-45-41535		1118
371054	1	Library Books and Materials	Invoice	10/25/2018	11/09/2018	30.22	30.22	100-45-41535		1118
371054	1	Library Books and Materials	Invoice	10/25/2018	11/09/2018	9.51	9.51	100-45-41535		1118
371054	1	Library Books and Materials	Invoice	10/25/2018	11/09/2018	7.81	7.81	100-45-41535		1118
371121	1	Library Books and Materials	Invoice	10/26/2018	11/09/2018	31.26	31.26	100-45-41535		1118

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
371651	1	Library Books and Materials	Invoice	10/30/2018	11/09/2018	192.84	192.84	100-45-41535		1118
371651	1	Library Books and Materials	Invoice	10/30/2018	11/09/2018	22.38	22.38	100-45-41535		1118
371651	1	Library Books and Materials	Invoice	10/30/2018	11/09/2018	63.05	63.05	100-45-41535		1118
371651	1	Library Books and Materials	Invoice	10/30/2018	11/09/2018	38.07	38.07	100-45-41535		1118
371651	1	Library Books and Materials	Invoice	10/30/2018	11/09/2018	25.59	25.59	100-45-41535		1118
371651	1	Library Books and Materials	Invoice	10/30/2018	11/09/2018	379.83	379.83	100-45-41535		1118
371867	1	Library Books and Materials	Invoice	10/31/2018	11/09/2018	26.30	26.30	100-45-41535		1118
371867	1	Library Books and Materials	Invoice	10/31/2018	11/09/2018	61.55	61.55	100-45-41535		1118
						4,494.72	4,494.72			
Total 612 INGRAM BOOK COMPANY:										
5013 INSITE TOWERS LLC										
465201	1	DELLA MT TOWER RENTAL 465201	Invoice	11/01/2018	11/16/2018	498.16	498.16	200-60-41713		1118
465201	2	1/3 Share of Della Mtn. Tower Rental 465201	Invoice	11/01/2018	11/16/2018	65.80	65.80	100-42-41713		1118
465201	3	1/3 Share of Della Mtn. Tower Rental 465201	Invoice	11/01/2018	11/16/2018	65.80	65.80	200-42-41713		1118
465201	4	1/3 Share of Della Mtn. Tower Rental 465201	Invoice	11/01/2018	11/16/2018	65.81	65.81	210-42-41713		1118
						695.57	695.57			
Total 5013 INSITE TOWERS LLC:										
229 INTEGRATED TECHNOLOGIES										
105560	1	PRINTER MONTHLY MAINTENANCE WWTP	Invoice	10/05/2018	11/09/2018	33.28	33.28	210-70-41325		1118
105950	1	#105950 Sharp MC-M550N	Invoice	10/16/2018	11/16/2018	52.69	52.69	100-15-41323		1118
105950	2	#105950 Sharp MC-M550N	Invoice	10/16/2018	11/16/2018	52.69	52.69	200-15-41323		1118
105950	3	#105950 Sharp MC-M550N	Invoice	10/16/2018	11/16/2018	52.69	52.69	210-15-41323		1118
106580	1	XEROX BASE RATE	Invoice	10/24/2018	11/09/2018	55.00	55.00	100-20-41323		1118
106580	2	XEROX BW	Invoice	10/24/2018	11/09/2018	20.95	20.95	100-20-41323		1118
106580	3	XEROX COLOR	Invoice	10/24/2018	11/09/2018	254.27	254.27	100-20-41323		1118
106587	1	HPD COPIER	Invoice	10/24/2018	11/09/2018	96.88	96.88	100-25-41411		1118
						618.45	618.45			
Total 229 INTEGRATED TECHNOLOGIES:										
384 INTERMOUNTAIN GAS COMPANY										
10/24/1	1	meter 536199 P/W 33.3%	Invoice	10/24/2018	11/16/2018	8.63	8.63	100-42-41717		1118
10/24/1	2	meter 536199 P/W 33.3%	Invoice	10/24/2018	11/16/2018	8.63	8.63	200-42-41717		1118
10/24/1	3	meter 536199 P/W 33.3%	Invoice	10/24/2018	11/16/2018	8.63	8.63	210-42-41717		1118
10/24/1	4	METER 536199 library	Invoice	10/24/2018	11/16/2018	25.84	25.84	100-45-41717		1118
10/24/1	5	meter 520352 P/W 1241 WAR EAGLE	Invoice	10/24/2018	11/16/2018	9.79	9.79	100-50-41717		1118
10/24/1	6	meter 223166 4297 Glenbrook Shop	Invoice	10/24/2018	11/16/2018	68.82	68.82	210-70-41717		1118
10/24/1	7	meter 482629802 HAILEY POLICE-ARMORY	Invoice	10/24/2018	11/16/2018	211.33	211.33	100-25-41717		1118
10/24/1	8	meter 517964 Woodside Treatment Plant	Invoice	10/24/2018	11/16/2018	77.63	77.63	210-70-41717		1118

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
10/24/1	9	meter 223157 4297 Glenbrook A	Invoice	10/24/2018	11/16/2018	55.04	55.04	210-70-41717		1118
10/24/1	10	meter 634547 4297 Glenbrook	Invoice	10/24/2018	11/16/2018	242.95	242.95	210-70-41717		1118
10/24/1	11	meter 475252 WW Treatment Plant	Invoice	10/24/2018	11/16/2018	318.33	318.33	210-70-41717		1118
10/24/1	12	meter 529797 STREET 1811 Merlin LP	Invoice	10/24/2018	11/16/2018	176.49	176.49	100-40-41717		1118
10/24/1	13	meter 475481 HFD	Invoice	10/24/2018	11/16/2018	13.10	13.10	100-55-41717		1118
Total 384 INTERMOUNTAIN GAS COMPANY:						1,225.21	1,225.21			
2076 INTERNATIONAL PUBLIC MANAGEMENT ASSOC.										
38316-	1	TESTING SUPPLIES	Invoice	08/16/2018	11/16/2018	181.00	181.00	100-25-41733		1318
Total 2076 INTERNATIONAL PUBLIC MANAGEMENT ASSOC.:						181.00	181.00			
50334 JAMES W. PHILLIPS, ATTORNEY AT LAW										
11/1/18	1	Sober Living Appeal Meetings 10/4 10/5 10/8 10/12 1	Invoice	11/01/2018	11/09/2018	1,312.50	1,312.50	100-20-41325	18.20.0003.1	1118
Total 50334 JAMES W. PHILLIPS, ATTORNEY AT LAW:						1,312.50	1,312.50			
330 JANE'S ARTIFACTS										
041053	1	#041053 markers and sharpies	Invoice	10/26/2018	11/16/2018	1.34	1.34	100-15-41215		1118
041053	2	#041053 markers and sharpies	Invoice	10/26/2018	11/16/2018	1.33	1.33	200-15-41215		1118
041053	3	#041053 markers and sharpies	Invoice	10/26/2018	11/16/2018	1.33	1.33	210-15-41215		1118
041114	1	Post It Notes	Invoice	11/01/2018	11/09/2018	5.99	5.99	100-20-41211		1118
041114	2	Color Dots	Invoice	11/01/2018	11/09/2018	13.42	13.42	100-20-41211		1118
041134	1	2 Flipboards	Invoice	11/02/2018	11/09/2018	42.78	42.78	100-20-41211		1118
Total 330 JANE'S ARTIFACTS:						66.19	66.19			
4542 KETCHUM COMPUTERS										
15447	1	WATCHGUARD INSTALL SERVER	Invoice	10/01/2018	11/09/2018	232.50	232.50	100-25-41411		1118
15479	1	#15479 server issues and firewall installation	Invoice	10/16/2018	11/16/2018	826.66	826.66	100-15-41313		1118
15479	2	#15479 server issues and firewall installation	Invoice	10/16/2018	11/16/2018	826.67	826.67	200-15-41313		1118
15479	3	#15479 server issues and firewall installation	Invoice	10/16/2018	11/16/2018	826.67	826.67	210-15-41313		1118
15485	1	INSTAL 2 NEW WORKSTATION	Invoice	10/16/2018	11/09/2018	813.00	813.00	100-25-41411		1118
15518	1	10/22 AVG update on Lisa's computer	Invoice	11/04/2018	11/09/2018	77.50	77.50	100-20-41411		1118
15518	2	10/29 install Contribute on Jessies computer	Invoice	11/04/2018	11/09/2018	77.50	77.50	100-20-41411		1118
15523	1	EIMPACT INSTALL NETWORK DATA CHANGE	Invoice	11/04/2018	11/09/2018	116.25	116.25	100-25-41411		1118
Total 4542 KETCHUM COMPUTERS:						3,796.75	3,796.75			

Posting period: 11/18

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
386 L.L. GREENS										
A52577	1	A525776 LIBRARY PAINT FOR PP2	Invoice	10/06/2018	11/16/2018	38.99	38.99	100-45-41413		1118
A52577	1	A525777 LIBRARY PAINT SUPPLIES FOR PP2	Invoice	10/06/2018	11/16/2018	12.49	12.49	100-45-41413		1118
A52598	1	A525981 LIBRARY FASTENERS FOR PP2	Invoice	10/09/2018	11/16/2018	10.80	10.80	100-45-41413		1118
A52603	1	A526030 LIBRARY FASTENERS REFUND	Invoice	10/10/2018	11/16/2018	3.11-	3.11-	100-45-41413		1118
A52812	1	MISC SHOP SUPPLIES WWTP	Invoice	11/01/2018	11/09/2018	64.63	64.63	210-70-41401		1118
A52816	1	MISC SHOP SUPPLIES WWTP	Invoice	11/01/2018	11/09/2018	200.41	200.41	210-70-41405		1118
B29490	1	B294906 LIBRARY DRILL AND FASTENERS FOR P	Invoice	10/09/2018	11/16/2018	39.48	39.48	100-45-41413		1118
D27498	1	D27498 LIBRARY FASTENERS FOR PP2	Invoice	10/10/2018	11/16/2018	10.50	10.50	100-45-41413		1118
Total 386 L.L. GREENS :						374.19	374.19			
366 LES SCHWAB TIRE CENTER										
117005	1	#11700515211 Winter change for 2007 chevy Tahoe	Invoice	10/29/2018	11/09/2018	70.00	70.00	100-55-41415		1118
117005	1	11700515342 Winter-valvestream replacement-wheel	Invoice	10/29/2018	11/09/2018	706.40	706.40	100-55-41415		1118
Total 366 LES SCHWAB TIRE CENTER:						776.40	776.40			
606 LIBRARY STORE										
363599	1	363599 PROCESSING SUPPLIES	Invoice	10/19/2018	11/09/2018	373.35	373.35	100-45-41215		1118
Total 606 LIBRARY STORE:						373.35	373.35			
120 LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNG										
T2-102	1	T2-102318-6 TRAINING JONSTON, MCGEHEE, SC	Invoice	10/23/2018	11/09/2018	300.00	300.00	100-40-41723		1118
Total 120 LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNG:						300.00	300.00			
1938 LYNCH, JAMES										
9/15/18	1	JIM WORKED IN SEPT ON HOP PLAY STURCTUR	Invoice	09/15/2018	11/09/2018	675.00	675.00	100-50-41313	18.50,0002.1	1318
9/29/18	1	CREATE BRACE ABOVE FALSE CEILING TO HAN	Invoice	09/29/2018	11/09/2018	75.00	75.00	100-20-41313		1318
Total 1938 LYNCH, JAMES:						750.00	750.00			
928 MAGIC VALLEY LABS, INC.										
9966	1	WWTP LABS	Invoice	10/30/2018	11/09/2018	545.00	545.00	210-70-41795		1118
Total 928 MAGIC VALLEY LABS, INC. :						545.00	545.00			

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
2044 MASM MOTORS										
115	1	#115 work on C-51 vehicle	Invoice	11/09/2018	11/16/2018	182.97	182.97	100-55-41415		1118
Total 2044 MASM MOTORS:						182.97	182.97			
4495 MIDWEST TAPE										
964968	1	library materials/ dvd	Invoice	10/05/2018	11/09/2018	165.95	165.95	100-45-41535		1118
964971	1	library materials/ dvd & music	Invoice	10/05/2018	11/09/2018	453.54	453.54	100-45-41535		1118
964975	1	library materials/ dvd	Invoice	10/05/2018	11/09/2018	18.74	18.74	100-45-41535		1118
965087	1	library materials/ dvd	Invoice	10/09/2018	11/09/2018	246.60	246.60	100-45-41535		1118
965173	1	library materials/ dvd	Invoice	10/12/2018	11/09/2018	300.86	300.86	100-45-41535		1118
965173	1	library materials/ dvd	Invoice	10/12/2018	11/09/2018	533.86	533.86	100-45-41535		1118
965192	1	library materials/ dvd	Invoice	10/12/2018	11/09/2018	22.49	22.49	100-45-41535		1118
965275	1	library materials/ dvd	Invoice	10/16/2018	11/09/2018	86.20	86.20	100-45-41535		1118
965407	1	library materials/ dvd	Invoice	10/19/2018	11/09/2018	119.42	119.42	100-45-41535		1118
965407	1	library materials/ dvd	Invoice	10/19/2018	11/09/2018	94.97	94.97	100-45-41535		1118
965529	1	library materials/ dvd & music	Invoice	10/23/2018	11/09/2018	37.48	37.48	100-45-41535		1118
965604	1	library materials/ dvd & music	Invoice	10/25/2018	11/09/2018	264.62	264.62	100-45-41535		1118
965604	1	library materials/ dvd & music	Invoice	10/25/2018	11/09/2018	329.91	329.91	100-45-41535		1118
965737	1	library materials/ dvd & music	Invoice	10/30/2018	11/09/2018	19.24	19.24	100-45-41535		1118
Total 4495 MIDWEST TAPE:						2,693.88	2,693.88			
5036 MOUNTAIN RIDES TRANS AUTH										
10781	1	FY19 1st quarter	Invoice	11/02/2018	11/09/2018	19,687.50	19,687.50	100-10-41707		1118
Total 5036 MOUNTAIN RIDES TRANS AUTH:						19,687.50	19,687.50			
251 NAPA AUTO PARTS										
950994	1	ANTIFREEZE	Invoice	10/22/2018	11/09/2018	12.99	12.99	200-60-41415		1118
Total 251 NAPA AUTO PARTS:						12.99	12.99			
918 NELSON'S AUTO SERVICE & QUICK										
STATE	1	LOF SERVICE ON HPD 2 HPD 1	Invoice	09/30/2018	11/09/2018	152.99	152.99	100-25-41415		1318
Total 918 NELSON'S AUTO SERVICE & QUICK :						152.99	152.99			
307 NORTH CENTRAL LABORATORIES										
414275	1	LAB QA/QC STANDARDS	Invoice	10/25/2018	11/09/2018	44.01	44.01	210-70-41795		1118

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 307 NORTH CENTRAL LABORATORIES :										
50298 O'REILLY AUTO PARTS										
4635-3	1	MINI BULB	Invoice	08/13/2018	11/09/2018	16.60	16.60	100-25-41415		1318
4635-3	1	BATTERY	Invoice	09/18/2018	11/09/2018	5.99	5.99	100-25-41415		1318
Total 50298 O'REILLY AUTO PARTS: 22.59										
5713 PACE, COLLEEN										
10/10/1	1	WATER SMARTY REBATE - 120 3RD AVE N	Invoice	10/10/2018	11/09/2018	1,547.93	1,547.93	200-60-41324	16.60.0002.1	1118
Total 5713 PACE, COLLEEN: 1,547.93										
377 PITNEYBOWES GLOBAL FINANCIAL SERVICE LLC										
330744	1	#3307440366 POSTAGE METER RENTAL	Invoice	10/31/2018	11/16/2018	115.01	115.01	100-15-41775		1118
330744	2	#3307440366 POSTAGE METER RENTAL	Invoice	10/31/2018	11/16/2018	115.01	115.01	200-15-41775		1118
330744	3	#3307440366 POSTAGE METER RENTAL	Invoice	10/31/2018	11/16/2018	115.01	115.01	210-15-41775		1118
Total 377 PITNEYBOWES GLOBAL FINANCIAL SERVICE LLC: 345.03										
438 PLATT										
T60719	1	MISC ELECTRICAL WWTP	Invoice	10/19/2018	11/09/2018	8.37	8.37	210-70-41401		1118
Total 438 PLATT: 8.37										
8586 POGUE, RICHARD										
10/15/1	1	P&Z Stipend	Invoice	10/15/2018	11/09/2018	56.25	56.25	100-10-41313		1118
10/15/1	2	P&Z Stipend	Invoice	10/15/2018	11/09/2018	28.12	28.12	200-10-41313		1118
10/15/1	3	P&Z Stipend	Invoice	10/15/2018	11/09/2018	28.13	28.13	210-10-41313		1118
Total 8586 POGUE, RICHARD: 112.50										
5712 RAHIM TRANSPORT										
0098	1	0098 GSB 88 TRANSPORT	Invoice	08/29/2018	11/07/2018	4,051.60	4,051.60	100-40-41403	18.40.0005.1	1318
Total 5712 RAHIM TRANSPORT: 4,051.60										
4515 RECORDED BOOKS LLC										
1272	1	1272 eMagazine content ID8	Invoice	11/01/2018	11/16/2018	258.87	258.87	100-45-41735		1118

Invoice Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 4515 RECORDED BOOKS LLC:									
					258.87	258.87			
2073 REKOW, AMANDA									
10/31/1	1 Refund CR bal. 307 E Spruce St.	Invoice	10/31/2018	11/09/2018	117.76	117.76	200-00-20314		1118
Total 2073 REKOW, AMANDA:									
					117.76	117.76			
2071 RICHARDS, SHARLENE									
10/1/18	1 Refund CR bal. 1220 Blue Lakes Dr.	Invoice	10/01/2018	11/09/2018	49.86	49.86	100-00-15110		1118
Total 2071 RICHARDS, SHARLENE:									
					49.86	49.86			
3018 ROCKY MOUNTAIN INFORMATION NET									
22464	1 MEMBERSHIP FEES	Invoice	08/27/2018	11/09/2018	50.00	50.00	100-25-41711		1318
Total 3018 ROCKY MOUNTAIN INFORMATION NET:									
					50.00	50.00			
760 SAWTOOTH ANIMAL CENTER									
318906	1 BANDIT- K9 POLICE DOG	Invoice	09/27/2018	11/16/2018	79.21	79.21	100-25-41215		1318
Total 760 SAWTOOTH ANIMAL CENTER :									
					79.21	79.21			
1456 SAWTOOTH PLUMBING & HEATING, INC.									
20904	1 20904 SERVICE URINAL AND TOILETS - CITY HAL	Invoice	10/17/2018	11/09/2018	61.54	61.54	100-42-41413		1118
20904	2 20904 SERVICE URINAL AND TOILETS - CITY HAL	Invoice	10/17/2018	11/09/2018	61.54	61.54	200-42-41413		1118
20904	3 20904 SERVICE URINAL AND TOILETS - CITY HAL	Invoice	10/17/2018	11/09/2018	61.55	61.55	210-42-41413		1118
21013	1 21013 INVESTIGATION OF LEAKING HOSE BIB - C	Invoice	10/22/2018	11/09/2018	45.00	45.00	100-42-41413		1118
21013	2 21013 INVESTIGATION OF LEAKING HOSE BIB - C	Invoice	10/22/2018	11/09/2018	45.00	45.00	200-42-41413		1118
21013	3 21013 INVESTIGATION OF LEAKING HOSE BIB - C	Invoice	10/22/2018	11/09/2018	45.00	45.00	210-42-41413		1118
21035	1 21035 HOP- REPLACE WOMENS FAUCET	Invoice	10/24/2018	11/09/2018	317.06	317.06	100-50-41313		1118
21088	1 21088 ABANDON LEAKING HOSE BIB - CITY HALL	Invoice	10/30/2018	11/09/2018	78.43	78.43	100-42-41413		1118
21088	2 21088 ABANDON LEAKING HOSE BIB - CITY HALL	Invoice	10/30/2018	11/09/2018	78.43	78.43	200-42-41413		1118
21088	3 21088 ABANDON LEAKING HOSE BIB - CITY HALL	Invoice	10/30/2018	11/09/2018	78.43	78.43	210-42-41413		1118
Total 1456 SAWTOOTH PLUMBING & HEATING, INC.:									
					871.98	871.98			
4330 SCANLON, OWEN									
10/15/1	1 P&Z Stipend	Invoice	10/15/2018	11/09/2018	56.25	56.25	100-10-41313		1118
10/15/1	2 P&Z Stipend	Invoice	10/15/2018	11/09/2018	28.12	28.12	200-10-41313		1118

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
10/15/1	3	P&Z Stipend	Invoice	10/15/2018	11/09/2018	28.13	28.13	210-10-41313		1118
Total 4330 SCANLON, OWEN: 112.50										
2390 SCHINDLER ELEVATOR CORPORATION										
810492	1	8104923348 ELEVATOR QUARTERLY BILLING 11/1	Invoice	11/01/2018	11/09/2018	199.96	199.96	100-42-41325		1118
810492	2	8104923348 ELEVATOR QUARTERLY BILLING 11/1	Invoice	11/01/2018	11/09/2018	199.96	199.96	200-42-41325		1118
810492	3	8104923348 ELEVATOR QUARTERLY BILLING 11/1	Invoice	11/01/2018	11/09/2018	199.96	199.96	210-42-41325		1118
Total 2390 SCHINDLER ELEVATOR CORPORATION: 599.88										
2072 SCHOOLEY, MEGAN										
10/30/1	1	Refund CR bal. 417 N 2nd Ave	Invoice	10/30/2018	11/09/2018	103.68	103.68	200-00-20314		1118
Total 2072 SCHOOLEY, MEGAN: 103.68										
1098 SENTINEL FIRE & SECURITY										
36320	1	36320 QUARTERLY MONITORING - CITY HALL	Invoice	10/01/2018	11/09/2018	29.00	29.00	100-42-41325		1118
36320	2	36320 QUARTERLY MONITORING - CITY HALL	Invoice	10/01/2018	11/09/2018	29.00	29.00	200-42-41325		1118
36320	3	36320 QUARTERLY MONITORING - CITY HALL	Invoice	10/01/2018	11/09/2018	29.00	29.00	210-42-41325		1118
36320	4	36320 QUARTERLY MONITORING - FIRE STATION	Invoice	10/01/2018	11/09/2018	87.00	87.00	100-55-41325		1118
Total 1098 SENTINEL FIRE & SECURITY : 174.00										
5494 SILVER CREEK SUPPLY										
S18442	1	PLUMBING PARTS W.	Invoice	05/15/2018	11/07/2018	45.50	45.50	200-60-41405		1318
S18449	1	FROST FREE REPAIR KIT	Invoice	05/22/2018	11/07/2018	48.99	48.99	200-60-41403		1318
S19228	1	S1922806.001 S40 PVC 90- MAIN ST	Invoice	10/17/2018	11/09/2018	5.58	5.58	100-50-41403		1118
Total 5494 SILVER CREEK SUPPLY: 100.07										
1239 SIMMS, CHRISTOPHER P.										
NOVE	1	November 2018 Gen. Professional services	Invoice	11/01/2018	11/16/2018	2,488.62	2,488.62	100-15-41313		1118
NOVE	2	November 2018 Gen. Professional services	Invoice	11/01/2018	11/16/2018	2,488.62	2,488.62	200-15-41313		1118
NOVE	3	November 2018 Gen. Professional services	Invoice	11/01/2018	11/16/2018	2,488.61	2,488.61	210-15-41313		1118
Total 1239 SIMMS, CHRISTOPHER P.: 7,465.85										
7002 SMITH, DAN										
10/15/1	1	P&Z Stipend	Invoice	10/15/2018	11/09/2018	56.25	56.25	100-10-41313		1118

Posting period: 11/18

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
10/15/1	2	P&Z Stipend	Invoice	10/15/2018	11/09/2018	28.12	28.12	200-10-41313		1118
10/15/1	3	P&Z Stipend	Invoice	10/15/2018	11/09/2018	28.13	28.13	210-10-41313		1118
Total 7002 SMITH, DAN: 112.50 112.50										
1506 STANDARD PLUMBING SUPPLY										
		1 HWZFB BRASS PARTS	Invoice	10/24/2018	11/09/2018	48.14	48.14	200-60-41403		1118
		1 HXC70 BRASS PARTS	Invoice	10/25/2018	11/09/2018	67.15	67.15	200-60-41403		1118
		1 HXC83 BRASS PARTS	Invoice	10/25/2018	11/09/2018	17.47	17.47	200-60-41403		1118
Total 1506 STANDARD PLUMBING SUPPLY : 132.76 132.76										
4045 STOKES, BECKY										
10/17/1	1	SCO Payroll Conf 10/17/18	Invoice	10/17/2018	11/09/2018	9.88	9.88	100-15-41724		1318
10/17/1	2	SCO Payroll Conf 10/17/18	Invoice	10/17/2018	11/09/2018	9.87	9.87	200-15-41724		1318
10/17/1	3	SCO Payroll Conf 10/17/18	Invoice	10/17/2018	11/09/2018	9.87	9.87	210-15-41724		1318
Total 4045 STOKES, BECKY: 29.62 29.62										
2074 STURDEVANT LIVING TRUST										
10/23/1	1	Refund Overpayment 311 N 2nd Ave	Invoice	10/23/2018	11/09/2018	23.20	23.20	100-00-15110		1118
Total 2074 STURDEVANT LIVING TRUST: 23.20 23.20										
5070 SUE 'N STITCHES ALTERATIONS										
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-										
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

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
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-			
347 TERRITORIAL SUPPLIES, INC.										
STATE	1	BADGES	Invoice	11/05/2018	11/09/2018	764.33	764.33	100-25-41703		1118
Total 347 TERRITORIAL SUPPLIES, INC. :						764.33	764.33			
4897 THE MINT										
DECE	1	room deposit for 2018 Christmas party	Invoice	11/13/2018	11/16/2018	416.67	416.67	100-15-41215		1118
DECE	2	room deposit for 2018 Christmas party	Invoice	11/13/2018	11/16/2018	416.67	416.67	200-15-41215		1118
DECE	3	room deposit for 2018 Christmas party	Invoice	11/13/2018	11/16/2018	416.66	416.66	210-15-41215		1118
Total 4897 THE MINT:						1,250.00	1,250.00			
2223 THORNTON HEATING & SHEETMETAL INC										
36994	1	HEATER REPAIRS PROCESS ROOM WWTP	Invoice	10/30/2018	11/09/2018	129.00	129.00	210-70-41413		1118
Total 2223 THORNTON HEATING & SHEETMETAL INC:						129.00	129.00			
2817 UNITED OIL										
892634	1	HPD GAS	Invoice	09/15/2018	11/09/2018	611.58	611.58	100-25-41719		1318
894921	1	HPD GAS	Invoice	10/15/2018	11/09/2018	600.38	600.38	100-25-41719		1118
894922	1	894922 10/1 - 10/15/18 FUEL CHARGES	Invoice	10/15/2018	11/09/2018	1,059.17	1,059.17	100-40-41719		1118
894923	1	PUMPED VEHICLE FUEL W	Invoice	10/15/2018	11/09/2018	281.75	281.75	200-60-41719		1118
896047	1	#896047 Fuel Charges for 10/15/2018 - 10/31/2018	Invoice	10/31/2018	11/09/2018	266.61	266.61	100-55-41719		1118
896051	1	PUMPED FUEL WW	Invoice	10/31/2018	11/09/2018	185.08	185.08	210-70-41719		1118
Total 2817 UNITED OIL:						3,004.57	3,004.57			
1216 UPPER CASE PRINTING, INK										
13783	1	#13783 8.5x11 Snow removal flyer	Invoice	10/23/2018	11/16/2018	256.10	256.10	100-15-41323		1118
13783	2	#13783 8.5x11 Snow removal flyer	Invoice	10/23/2018	11/16/2018	256.10	256.10	200-15-41323		1118
13783	3	#13783 8.5x11 Snow removal flyer	Invoice	10/23/2018	11/16/2018	256.10	256.10	210-15-41323		1118
13835	1	#13835 11x17 Newsletter	Invoice	11/05/2018	11/16/2018	84.71	84.71	100-15-41323		1118
13835	2	#13835 11x17 Newsletter	Invoice	11/05/2018	11/16/2018	84.71	84.71	200-15-41323		1118

Invoice Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
13835	3 #13835 11x17 Newsletter	Invoice	11/05/2018	11/16/2018	84.71	84.71	210-15-41323		1118
Total 1216 UPPER CASE PRINTING, INK:									
					1,022.43	1,022.43			
645 VALLEY CAR WASH									
10/1/18	1 10.1.18 PROPANE	Invoice	10/01/2018	11/09/2018	49.56	49.56	100-40-41719		1118
5/24/18	1 HPD VEHICLES CAR WASH CHIEF AND AC	Invoice	05/24/2018	11/09/2018	10.00	10.00	100-25-41415		1318
8/24/18	1 8.24.18 BAGGED ICE	Invoice	08/24/2018	11/09/2018	3.00	3.00	100-40-41403		1318
Total 645 VALLEY CAR WASH:									
					62.56	62.56			
6032 VALLEY WINDOW CLEAN									
538950	1 CLEAN WINDOWS, CONCRETE, MISC. - WELCOM	Invoice	10/08/2018	11/09/2018	675.00	675.00	100-50-41603		1118
Total 6032 VALLEY WINDOW CLEAN:									
					675.00	675.00			
367 WALKER SAND AND GRAVEL									
541165	1 541165 IMPORT CLEAN FILL LARGE - WELLS FAR	Invoice	10/11/2018	11/09/2018	12.00	12.00	100-40-41403		1118
541858	1 541858 IMPORT CLEAN FILL LARGE - WELLS FAR	Invoice	10/12/2018	11/09/2018	86.82	86.82	100-40-41403		1118
542867	1 542867 IMPORT CLEAN FILL LARGE - WELLS FAR	Invoice	10/15/2018	11/09/2018	52.74	52.74	100-40-41403		1118
547755	1 547755 IMPORT CLEAN FILL - BALMORAL	Invoice	10/24/2018	11/09/2018	187.20	187.20	120-50-41539	18.50,0001.1	1118
548896	1 548896 IMPORT CLEAN FILL - BALMORAL	Invoice	10/25/2018	11/09/2018	92.64	92.64	120-50-41539	18.50,0001.1	1118
Total 367 WALKER SAND AND GRAVEL:									
					431.40	431.40			
2018 WATCHGUARD VIDEO									
4BOIN	1 4boinv0003752 BODY CAMERA AND SYSTEM/INS	Invoice	08/23/2018	11/09/2018	75.00	75.00	100-25-41533		1318
4BOIN	1 4boinv0003779 BODY CAMERA AND SYSTEM/INS	Invoice	08/27/2018	11/09/2018	5,150.00	5,150.00	100-25-41533		1318
4BOIN	1 4boinv0003833 BODY CAMERA AND SYSTEM/INS	Invoice	09/13/2018	11/09/2018	4,285.00	4,285.00	100-25-41533		1318
BCMIN	1 BODY CAMERA AND SYSTEM/INSTALL	Invoice	08/28/2018	11/09/2018	14,190.00	14,190.00	100-25-41533		1318
BCMIN	1 VISTA TRANSFER STATION 8 CAMERAS STATION	Invoice	09/24/2018	11/09/2018	1,440.00	1,440.00	100-25-41533		1318
Total 2018 WATCHGUARD VIDEO:									
					25,140.00	25,140.00			
4004 WAXIE SANITARY SUPPLY									
774660	1 77466003 CREDIT BATH TISSUE HPD OFFICE	Invoice	06/28/2018	10/29/2018	74.85-	74.85-	100-25-41215		1318
778094	1 GK702-00 -sanitary supplies and toilet paper	Invoice	10/22/2018	11/09/2018	273.40	273.40	100-55-41215		1118
778094	1 77809469 CLEANING SUPPLIES - SHOP	Invoice	10/22/2018	11/09/2018	130.54	130.54	100-40-41413		1118
778094	1 77809470 CLEANING SUPPLIES - CITY HALL	Invoice	10/22/2018	11/09/2018	90.85	90.85	100-42-41413		1118
778094	2 77809470 CLEANING SUPPLIES - CITY HALL	Invoice	10/22/2018	11/09/2018	90.86	90.86	200-42-41413		1118

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
778094	3	77809470 CLEANING SUPPLIES - CITY HALL	Invoice	10/22/2018	11/09/2018	90.86	90.86	210-42-41413		1118
778094	1	77809471 LIBRARY CLEANING SUPPLIES	Invoice	10/22/2018	11/09/2018	196.44	196.44	100-45-41413		1118
Total 4004 WAXIE SANITARY SUPPLY:										
						798.10	798.10			
209 WEBB LANDSCAPING										
B-IN-12	1	B-IN-129575 APEX	Invoice	10/10/2018	11/09/2018	1,049.85	1,049.85	100-50-41403		1118
B-IN-12	3	B-IN-129610 WEBBPRO FERT	Invoice	10/12/2018	11/09/2018	1,132.78	1,132.78	100-50-41403		1118
B-RTN-	2	B-RTN-101668 APEX RETURN	Invoice	10/12/2018	11/09/2018	1,049.85-	1,049.85-	100-50-41403		1118
SRVCE	1	SRVCE452312 PLANT TREES AT DLEVANS	Invoice	09/20/2018	11/07/2018	2,000.00	2,000.00	100-50-41707		1318
SRVCE	2	SRVCE452312 PLANT TREES AT DLEVANS	Invoice	09/20/2018	11/07/2018	2,000.00	2,000.00	100-00-20320		1318
Total 209 WEBB LANDSCAPING :						5,132.78	5,132.78			
106 WHITEHEAD LANDSCAPING, INC.										
51273	1	51273 REPLACE PUMP FOR CANAL IRRIGATION	Invoice	08/31/2018	11/07/2018	2,748.54	2,748.54	100-50-41403		1318
Total 106 WHITEHEAD LANDSCAPING, INC.:						2,748.54	2,748.54			
352 WINDY CITY ARTS										
2018-5	1	HPD DECALS DESIGN	Invoice	08/02/2018	11/16/2018	225.00	225.00	100-25-41415		1318
2018-6	1	HPD DECALS	Invoice	09/11/2018	11/16/2018	1,250.00	1,250.00	100-25-41415		1318
Total 352 WINDY CITY ARTS:						1,475.00	1,475.00			
Total :						278,843.22	278,843.22			
Grand Totals:						278,843.22	278,843.22			

GL Account Number	Debit	Credit	Net
100-00-15110	101.13	.00	101.13
100-00-20320	2,000.00	.00	2,000.00
100-00-20325	3,833.75	.00	3,833.75
100-00-20513	325.00	.00	325.00
Summary by General Ledger Account Number			

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
1913 AMAZON CAPITAL SERVICES										
147C-X	1	147C-X4Q4-VJLL TENNIS COURT WIND SCREEN	Invoice	07/11/2018	11/19/2018	89.94	89.94	100-50-41403	17.40.0002.1	1318
ILJ9-GL	1	1LJ9-GLWJ-J6G1 BABY FOR STORY TIME PROGR	Invoice	11/15/2018	11/19/2018	86.98	86.98	100-45-41326		1118
Total 1913 AMAZON CAPITAL SERVICES:						176.92	176.92			
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
8/29/18		Chk No: 44555 (6)	Calculated	10/01/2018				1000020301		918
Total 1993 ARELLANO, NANCY:						62.00	62.00			
873 CED, INC.										
3755-6	1	3755-646648 CREDIT - BLK CABLE TIES - CK #445	Invoice	10/11/2018	10/22/2018	40.01-	40.01-	100-40-41413		1018
Total 873 CED, INC. :						40.01-	40.01-			
6051 CENTURY LINK										
145417	1	9814 260B long distance	Invoice	10/31/2018	11/19/2018	5.38	5.38	100-15-41713		1118
145417	2	9814 260B long distance	Invoice	10/31/2018	11/19/2018	5.38	5.38	200-15-41713		1118
145417	3	9814 260B long distance	Invoice	10/31/2018	11/19/2018	5.38	5.38	210-15-41713		1118
145417	4	9814 260B long distance	Invoice	10/31/2018	11/19/2018	5.38	5.38	100-25-41713		1118
145417	5	9814 260B long distance	Invoice	10/31/2018	11/19/2018	5.38	5.38	100-20-41713		1118
145417	6	9814 260B long distance- 33.33%	Invoice	10/31/2018	11/19/2018	1.79	1.79	100-42-41713		1118
145417	7	9814 260B long distance- 33.33%	Invoice	10/31/2018	11/19/2018	1.79	1.79	200-42-41713		1118
145417	8	9814 260B long distance- 33.33%	Invoice	10/31/2018	11/19/2018	1.80	1.80	210-42-41713		1118
145417	9	211 125B LONG DIST- TREATMENT PLANT	Invoice	10/31/2018	11/19/2018	2.69	2.69	210-70-41713		1118
145417	10	211 125B LONG DIST- Water Dept	Invoice	10/31/2018	11/19/2018	2.69	2.69	200-60-41713		1118
145417	11	3147 220B LONG DIST- FIRE DEPT	Invoice	10/31/2018	11/19/2018	5.38	5.38	100-55-41713		1118
145417	12	5965-737B LONG DIST- STREET SHOP	Invoice	10/31/2018	11/19/2018	5.38	5.38	100-40-41713		1118
Total 6051 CENTURY LINK:						48.42	48.42			
6056 CENTURY LINK										
10/22/1	1	9814 260B	Invoice	10/22/2018	11/19/2018	90.35	90.35	100-15-41713		1118
10/22/1	2	9814 260B	Invoice	10/22/2018	11/19/2018	90.35	90.35	200-15-41713		1118
10/22/1	3	9814 260B	Invoice	10/22/2018	11/19/2018	90.35	90.35	210-15-41713		1118

Posting period: 11/18

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
10/22/1	4	9814 260B	Invoice	10/22/2018	11/19/2018	90.35	90.35	100-25-41713		1118
10/22/1	5	9814 260B	Invoice	10/22/2018	11/19/2018	90.35	90.35	100-20-41713		1118
10/22/1	6	9814 260B- 33.33%	Invoice	10/22/2018	11/19/2018	53.21	53.21	100-42-41713		1118
10/22/1	7	9814 260B- 33.33%	Invoice	10/22/2018	11/19/2018	53.21	53.21	200-42-41713		1118
10/22/1	8	9814 260B- 33.33%	Invoice	10/22/2018	11/19/2018	53.21	53.21	210-42-41713		1118
10/22/1	9	2211-125b treatment plant	Invoice	10/22/2018	11/19/2018	50.09	50.09	210-70-41713		1118
10/22/1	10	2211-125B Water Dept	Invoice	10/22/2018	11/19/2018	50.09	50.09	200-60-41713		1118
10/22/1	11	3147 220B HFD	Invoice	10/22/2018	11/19/2018	62.45	62.45	100-55-41713		1118
10/22/1	12	6566 569B Police Dept	Invoice	10/22/2018	11/19/2018	50.09	50.09	100-25-41713		1118
10/22/1	13	5965-737B STREET SHOP	Invoice	10/22/2018	11/19/2018	110.48	110.48	100-40-41713		1118
7/22/18	1	9814 260B	Invoice	07/22/2018	07/31/2018	106.97	106.97	100-15-41713		718
7/22/18	2	9814 260B	Invoice	07/22/2018	07/31/2018	106.97	106.97	200-15-41713		718
7/22/18	3	9814 260B	Invoice	07/22/2018	07/31/2018	106.97	106.97	210-15-41713		718
7/22/18	4	9814 260B	Invoice	07/22/2018	07/31/2018	106.97	106.97	100-25-41713		718
7/22/18	5	9814 260B	Invoice	07/22/2018	07/31/2018	106.97	106.97	100-20-41713		718
7/22/18	6	9814 260B- 33.33%	Invoice	07/22/2018	07/31/2018	53.32	53.32	100-42-41713		718
7/22/18	7	9814 260B- 33.33%	Invoice	07/22/2018	07/31/2018	53.32	53.32	200-42-41713		718
7/22/18	8	9814 260B- 33.33%	Invoice	07/22/2018	07/31/2018	53.00	53.00	210-42-41713		718
7/22/18	9	2211-125b treatment plant	Invoice	07/22/2018	07/31/2018	49.55	49.55	210-70-41713		718
7/22/18	10	2211-125B Water Dept	Invoice	07/22/2018	07/31/2018	49.55	49.55	200-60-41713		718
7/22/18	11	3147 220B HFD	Invoice	07/22/2018	07/31/2018	62.43	62.43	100-55-41713		718
7/22/18	12	6566 569B Police Dept	Invoice	07/22/2018	07/31/2018	49.55	49.55	100-25-41713		718
7/22/18	13	5965-737B STREET SHOP	Invoice	07/22/2018	07/31/2018	110.43	110.43	100-40-41713		718
7/22/18		Chk No: 44140 (26)	Calculated	07/31/2018				1000020301		718
						1,950.58	1,950.58			
Total 6056 CENTURY LINK:										
50282 FIRST BANKCARD - ABERBACH										
114-30	1	Amazon - duracell batteries- air packs	Invoice	10/16/2018	11/19/2018	46.69	46.69	100-55-41215		1118
114-30	2	Amazon - duracell batteries- air packs	Invoice	10/16/2018	11/19/2018	30.09	30.09	100-55-41215		1118
ECM20	2	International EZ Up - tent	Invoice	10/18/2018	11/19/2018	32.50	32.50	100-55-41215		1118
						109.28	109.28			
Total 50282 FIRST BANKCARD - ABERBACH:										
1584 FIRST BANKCARD - BALEDGE										
945440	1	Smokey bone - Fire Prevention lunch	Invoice	10/12/2018	11/19/2018	46.13	46.13	100-55-41747		1118
						46.13	46.13			
Total 1584 FIRST BANKCARD - BALEDGE:										

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
5372 FIRST BANKCARD - CONE										
10/11/1	1	Parking at airport for Caselle Conf.	Invoice	10/11/2018	11/19/2018	6.67	6.67	100-15-41724		1118
10/11/1	2	Parking at airport for Caselle Conf.	Invoice	10/11/2018	11/19/2018	6.67	6.67	200-15-41724		1118
10/11/1	3	Parking at airport for Caselle Conf.	Invoice	10/11/2018	11/19/2018	6.66	6.66	210-15-41724		1118
10/11/1	1	Taxi to airport from Caselle Conf.	Invoice	10/11/2018	11/19/2018	10.00	10.00	100-15-41724		1118
10/11/1	2	Taxi to airport from Caselle Conf.	Invoice	10/11/2018	11/19/2018	10.00	10.00	200-15-41724		1118
10/11/1	3	Taxi to airport from Caselle Conf.	Invoice	10/11/2018	11/19/2018	10.00	10.00	210-15-41724		1118
6985 Z	1	Zapco door hangers	Invoice	09/28/2018	11/19/2018	43.34	43.34	100-15-41215		1118
6985 Z	2	Zapco door hangers	Invoice	09/28/2018	11/19/2018	43.34	43.34	200-15-41215		1118
6985 Z	3	Zapco door hangers	Invoice	09/28/2018	11/19/2018	43.34	43.34	210-15-41215		1118
796152	1	Taxi to hotel for Caselle Conf.	Invoice	10/10/2018	11/19/2018	8.34	8.34	100-15-41724		1118
796152	2	Taxi to hotel for Caselle Conf.	Invoice	10/10/2018	11/19/2018	8.33	8.33	200-15-41724		1118
796152	3	Taxi to hotel for Caselle Conf.	Invoice	10/10/2018	11/19/2018	8.33	8.33	210-15-41724		1118
830000	1	Lightbulbs for basement	Invoice	10/27/2018	11/19/2018	15.99	15.99	100-42-41413		1118
830000	2	Lightbulbs for basement	Invoice	10/27/2018	11/19/2018	15.99	15.99	200-42-41413		1118
830000	3	Lightbulbs for basement	Invoice	10/27/2018	11/19/2018	15.98	15.98	210-42-41413		1118
830000	4	Lightbulbs for basement	Invoice	10/27/2018	11/19/2018	38.72	38.72	100-15-41215		1118
830000	5	Lightbulbs for basement	Invoice	10/27/2018	11/19/2018	38.72	38.72	200-15-41215		1118
830000	6	Lightbulbs for basement	Invoice	10/27/2018	11/19/2018	38.71	38.71	210-15-41215		1118
OCTOB	1	October interest	Invoice	11/19/2018	11/19/2018	1.05	1.05	100-15-41215		1118
OCTOB	2	October interest	Invoice	11/19/2018	11/19/2018	1.06	1.06	200-15-41215		1118
OCTOB	3	October interest	Invoice	11/19/2018	11/19/2018	1.06	1.06	210-15-41215		1118
OCTOB	1	October late fee	Invoice	10/31/2018	11/19/2018	83.33	83.33	100-15-41215		1118
OCTOB	2	October late fee	Invoice	10/31/2018	11/19/2018	83.33	83.33	200-15-41215		1118
OCTOB	3	October late fee	Invoice	10/31/2018	11/19/2018	83.34	83.34	210-15-41215		1118
Total 5372 FIRST BANKCARD - CONE:						622.30	622.30			
5371 FIRST BANKCARD - DAWSON										
10/25/1	1	Laptop for Yeager	Invoice	10/25/2018	11/19/2018	1,118.10	1,118.10	100-42-41533		1118
10/25/1	2	Laptop for Yeager	Invoice	10/25/2018	11/19/2018	1,118.10	1,118.10	200-42-41533		1118
10/25/1	3	Laptop for Yeager	Invoice	10/25/2018	11/19/2018	1,118.11	1,118.11	210-42-41533		1118
Total 5371 FIRST BANKCARD - DAWSON:						3,354.31	3,354.31			
5379 FIRST BANKCARD - GELSKEY										
895405	1	DOMAIN REGISTRATION	Invoice	09/24/2018	11/19/2018	15.99	15.99	100-45-41515		1118
895405	2	ILA CONFERENCE	Invoice	09/24/2018	11/19/2018	391.20	391.20	100-45-41724		1118
895405	3	WEBINAR	Invoice	09/24/2018	11/19/2018	49.00	49.00	100-45-41723		1118
895405	4	WEBHOSTING SOFTWARE	Invoice	09/24/2018	11/19/2018	119.50	119.50	100-45-41515		1118

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
895405	5	WALL STREET NEWSPAPER SUBSCRIPTION	Invoice	09/24/2018	11/19/2018	41.33	41.33	100-45-41735		1118
895405	6	TECHSOUP--HOTSPOT	Invoice	09/24/2018	11/19/2018	18.00	18.00	100-45-41515		1118
895405	7	AMIGOS TRAINING--CMILLS	Invoice	09/24/2018	11/19/2018	105.00	105.00	100-45-41723		1118
Total 5379 FIRST BANKCARD - GELSKEY:						740.02	740.02			
5368 FIRST BANKCARD - GUNTER										
4186	1	CAR WASH CHIEF VEHICLE	Invoice	10/31/2018	11/19/2018	9.00	9.00	100-25-41415		1118
4186	2	POSTAGE RETURN OF EVIDENCE	Invoice	10/31/2018	11/19/2018	29.25	29.25	100-25-41213		1118
4186	3	CLASS ROOM SET UP -PROJECTOR STAND	Invoice	10/31/2018	11/19/2018	164.91	164.91	100-25-41215		1118
4186	4	RED FLAGS FOR PARKS DEPARTMENT	Invoice	10/31/2018	11/19/2018	158.64	158.64	100-50-41403		1118
4186	5	SOCCER NETS FOR PARKS DEPT	Invoice	10/31/2018	11/19/2018	208.97	208.97	100-50-41403		1118
Total 5368 FIRST BANKCARD - GUNTER:						570.77	570.77			
1588 FIRST BANKCARD - HOROWITZ										
199688	1	American Planning Association Membership Dues - D	Invoice	10/24/2018	11/19/2018	95.00	95.00	100-20-41711		1118
560866	1	Sun Valley Economic Summit Conference Registratio	Invoice	10/24/2018	11/19/2018	100.00	100.00	100-20-41709		1118
Total 1588 FIRST BANKCARD - HOROWITZ:						195.00	195.00			
5376 FIRST BANKCARD - PARKER										
139017	1	GODADDY	Invoice	10/29/2018	11/19/2018	113.32	113.32	100-15-41533		1118
139017	2	GODADDY	Invoice	10/29/2018	11/19/2018	113.33	113.33	200-15-41533		1118
139017	3	GODADDY	Invoice	10/29/2018	11/19/2018	113.32	113.32	210-15-41533		1118
271923	1	SIP.US FIRE	Invoice	10/14/2018	11/19/2018	32.34	32.34	100-55-41713		1118
271923	2	SIP.US LIBRARY	Invoice	10/14/2018	11/19/2018	32.34	32.34	100-45-41713		1118
271923	3	SIP.US POLICE	Invoice	10/14/2018	11/19/2018	32.34	32.34	100-25-41533		1118
271923	4	SIP.US WATER	Invoice	10/14/2018	11/19/2018	32.34	32.34	200-60-41713		1118
271923	5	SIP.US WWW	Invoice	10/14/2018	11/19/2018	32.34	32.34	210-70-41713		1118
350354	1	GOOGLE SPAM FILTERING	Invoice	09/30/2018	11/19/2018	29.67	29.67	100-15-41533		1118
350354	2	GOOGLE SPAM FILTERING	Invoice	09/30/2018	11/19/2018	29.67	29.67	200-15-41533		1118
350354	3	GOOGLE SPAM FILTERING	Invoice	09/30/2018	11/19/2018	29.67	29.67	210-15-41533		1118
Total 5376 FIRST BANKCARD - PARKER:						590.68	590.68			
5375 FIRST BANKCARD - SCHWARZ										
10/9/18	1	WORK WEAR - CARHARTT	Invoice	10/09/2018	11/19/2018	279.28	279.28	100-40-41703		1118

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 5375 FIRST BANKCARD - SCHWARZ:										
5377 FIRST BANKCARD - STELLERS										
10/2/18	1	TRAINING FOR FBI LEEDA SGT COX	Invoice	10/02/2018	11/19/2018	650.00	650.00	100-25-41723		1118
10/2/18	2	DAVE'S LUNCH MEETING	Invoice	10/02/2018	11/19/2018	39.70	39.70	100-25-41724		1118
Total 5377 FIRST BANKCARD - STELLERS: 689.70 689.70										
8606 HRA VEBE TRUST										
DEC. 2	1	MONTHLY VEBE CONTRIBUTION -DEC	Invoice	11/01/2018	11/19/2018	95.74	95.74	210-15-41126		1118
DEC. 2	2	MONTHLY VEBE CONTRIBUTION -DEC	Invoice	11/01/2018	11/19/2018	95.73	95.73	200-15-41126		1118
DEC. 2	3	MONTHLY VEBE CONTRIBUTION -DEC	Invoice	11/01/2018	11/19/2018	95.73	95.73	100-15-41126		1118
DEC. 2	4	MONTHLY VEBE CONTRIBUTION -DEC	Invoice	11/01/2018	11/19/2018	485.30	485.30	100-25-41126		1118
DEC. 2	5	MONTHLY VEBE CONTRIBUTION -DEC	Invoice	11/01/2018	11/19/2018	287.20	287.20	100-20-41126		1118
DEC. 2	6	MONTHLY VEBE CONTRIBUTION -DEC	Invoice	11/01/2018	11/19/2018	143.60	143.60	100-50-41126		1118
DEC. 2	7	MONTHLY VEBE CONTRIBUTION -DEC	Invoice	11/01/2018	11/19/2018	538.92	538.92	100-40-41126		1118
DEC. 2	8	MONTHLY VEBE CONTRIBUTION -DEC	Invoice	11/01/2018	11/19/2018	143.60	143.60	210-70-41126		1118
Total 8606 HRA VEBE TRUST: 1,885.82 1,885.82										
22433 IDAHO POWER										
11/8/18	1	IP Acent#2222783132 Hailey Police Dept	Invoice	11/08/2018	11/19/2018	288.86	288.86	100-25-41717		1118
11/8/18	2	IP Acent#2200663470 CONTROL ELM ALLEY	Invoice	11/08/2018	11/19/2018	5.34	5.34	100-40-41717		1118
Total 22433 IDAHO POWER: 294.20 294.20										
5070 SUE 'N STITCHES ALTERATIONS										
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-										
8559 SUN VALLEY AIR SERVICES BOARD										
11/1/18	1	LOT FOR AIR September 2018	Invoice	11/01/2018	11/19/2018	8,750.56	8,750.56	100-10-41707		1118
Total 8559 SUN VALLEY AIR SERVICES BOARD: 8,750.56 8,750.56										
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

Unpaid Invoice Report - MARY'S APPROVAL
Posting period: 11/18

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
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-			
2817 UNITED OIL										
896046	1	896046 fuel charges 10.31.18 parks	Invoice	10/31/2018	11/19/2018	314.55	314.55	100-50-41719		1118
896049	1	896049 10/15 - 10/31/18 FUEL CHARGES	Invoice	10/31/2018	11/19/2018	567.50	567.50	100-40-41719		1118
Total 2817 UNITED OIL:						882.05	882.05			
762 VERIZON WIRELESS										
981759	1	MONTHLY CELL PHONE BILL Parks only	Invoice	11/01/2018	11/19/2018	108.14	108.14	100-50-41713		1118
981790	1	MONTHLY CELL PHONE BILL STREETS	Invoice	11/07/2018	11/19/2018	51.95	51.95	100-40-41713		1118
981790	2	MONTHLY CELL PHONE BILL WATER	Invoice	11/07/2018	11/19/2018	116.09	116.09	200-60-41713		1118
981790	3	MONTHLY CELL PHONE BILL WASTE WATER	Invoice	11/07/2018	11/19/2018	126.86	126.86	210-70-41713		1118
981790	4	MONTHLY CELL PHONE BILL Parks	Invoice	11/07/2018	11/19/2018	40.01	40.01	100-50-41713		1118
Total 762 VERIZON WIRELESS :						443.05	443.05			
Total :						21,403.75	21,403.75			
Grand Totals:						21,403.75	21,403.75			

Summary by General Ledger Account Number

Return to Agenda

AGENDA ITEM SUMMARY

DATE 11/26/2018 DEPARTMENT: Finance & Records DEPT. HEAD SIGNATURE: MHC

SUBJECT

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

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

BACKGROUND:

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

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

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

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

FOLLOW UP NOTES:

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
10/25/2018	PC	11/01/2018	110185	AMBRIZ, JOSE L	7023	1,578.90-
10/25/2018	PC	11/01/2018	110188	PARKER, ROGER G	7041	1,727.75-
10/25/2018	PC	11/01/2018	110189	SHOTSWELL, DAVE O	7044	1,391.24-
10/25/2018	PC	11/01/2018	110168	GELSKEY, BRAD S	8002	1,587.56-
10/25/2018	PC	11/01/2018	110119	ARELLANO, NANCY	8005	1,079.54-
10/25/2018	PC	11/01/2018	110120	CONE, MARY M HILL	8009	1,256.03-
10/25/2018	PC	11/01/2018	110170	LEOS, CHRISTINA M	8012	1,575.45-
10/25/2018	PC	11/01/2018	110123	STOKES, BECKY	8013	1,800.11-
10/25/2018	PC	11/01/2018	110121	DAWSON, HEATHER M	8014	1,849.66-
10/25/2018	PC	11/01/2018	110118	ANDERSON, TRACY	8021	1,082.78-
10/25/2018	PC	11/01/2018	110186	HOLYOAK, STEVEN R	8036	1,444.64-
10/25/2018	PC	11/01/2018	110126	HOROWITZ, LISA	8049	1,757.40-
10/25/2018	PC	11/01/2018	110183	TURNER, TERRY	8050	1,350.81-
10/25/2018	PC	11/01/2018	110122	MATTESON, JONNA C	8057	1,286.02-
10/25/2018	PC	11/01/2018	110125	DAVIS, ROBYN K	8060	1,198.81-
10/25/2018	PC	11/01/2018	110157	MILLS, CAITLYN A	8061	1,027.22-
10/25/2018	PC	11/01/2018	110159	COOK, STEPHANIE N	8063	1,431.92-
10/25/2018	PC	11/01/2018	110194	VINCENT, BRIAN A	8071	1,210.06-
10/25/2018	PC	11/01/2018	110192	HOLTZEN, KURTIS L	8072	1,221.21-
10/25/2018	PC	11/01/2018	110146	BURKE, MARTHA	8074	726.25-
10/25/2018	PC	11/01/2018	110148	HAEMMERLE, FRITZ X.	8076	1,711.20-
10/25/2018	PC	11/01/2018	110147	COOLEY, PATRICK L	8079	227.25-
10/25/2018	PC	11/01/2018	110149	TEEVIN, COLLEEN E	1008081	706.44-
10/25/2018	PC	11/01/2018	110151	COLVILL, LEA N	8092	795.67-
10/25/2018	PC	11/01/2018	110179	DOMKE, RODNEY F	8097	1,307.32-
10/25/2018	PC	11/01/2018	110124	BUNDY, REBECCA F	8098	781.97-
10/25/2018	PC	11/01/2018	110150	THEA, KAREN J	8106	627.25-
10/25/2018	PC	11/01/2018	110178	YEAGER, BRIAN D	8107	2,146.68-
10/25/2018	PC	11/01/2018	110176	WALLACE, SHAWNA R	8108	1,675.39-
10/25/2018	PC	11/01/2018	110171	MURPHY, JARED J	8109	1,575.33-
10/25/2018	PC	11/01/2018	110160	EMERSON, SCOTT A	1008110	59.10-
10/25/2018	PC	11/01/2018	110127	PARKER, JESSICA L	8111	1,067.25-
10/25/2018	PC	11/01/2018	110153	DOLCE, DEIDRE	8113	961.25-
10/25/2018	PC	11/01/2018	110156	GRIGSBY, MICHAL J	8114	815.28-
10/25/2018	PC	11/01/2018	110161	HOLVERSON, DAVID M	1008115	779.98-
10/25/2018	PC	11/01/2018	110162	LAPOINTE, JAMES M	8116	946.76-
10/25/2018	PC	11/01/2018	110167	ENGLAND, STEVE J	8143	1,992.00-
10/25/2018	PC	11/01/2018	110169	GUNTER, JEFF M	8148	2,117.34-
10/25/2018	PC	11/01/2018	110175	STELLERS, DAVID J	8160	2,267.99-
10/25/2018	PC	11/01/2018	110165	COX, CHARLES F	8161	1,785.10-
10/25/2018	PC	11/01/2018	110174	SHELAMER, MICHAEL S	8163	1,560.72-
10/25/2018	PC	11/01/2018	110173	PECK, TODD DAVID	8167	1,539.06-
10/25/2018	PC	11/01/2018	110128	ABERBACH, CRAIG S	8175	2,733.53-
10/25/2018	PC	11/01/2018	110172	ORNELAS, MANUEL G.	8180	1,879.51-
10/25/2018	PC	11/01/2018	110164	BAIRD, JACY DAVE	8183	1,571.01-
10/25/2018	PC	11/01/2018	110133	ERVIN, CHRISTIAN C	8185	1,106.66-
10/25/2018	PC	11/01/2018	110166	DOUTHIT, NATHAN S	8188	1,225.92-
10/25/2018	PC	11/01/2018	110193	SAVAGE, JAMES L	8204	1,201.25-
10/25/2018	PC	11/01/2018	110190	BALIS, MARVIN C	8225	1,616.52-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
10/25/2018	PC	11/01/2018	110182	SCHWARZ, STEPHEN K	8226	2,052.44-
10/25/2018	PC	11/01/2018	110184	WEST III, KINGSTON R	8234	1,219.35-
10/25/2018	PC	11/01/2018	110181	MCGEHEE, CASEY T	8235	1,235.43-
10/25/2018	PC	11/01/2018	110163	REYES, ANTONIO	8238	903.32-
10/25/2018	PC	11/01/2018	110180	JOHNSTON, JAIMEY P	8243	1,390.12-
10/25/2018	PC	11/01/2018	110177	MARES, MARIA C	8251	996.30-
10/25/2018	PC	11/01/2018	110155	GELSKEY, LEANN R	8262	1,541.23-
10/25/2018	PC	11/01/2018	110154	DREWIEN, LYNETTE	8271	1,195.32-
10/25/2018	PC	11/01/2018	110152	CROTTY, JOSHUA	8283	998.25-
10/25/2018	PC	11/01/2018	110191	ELLSWORTH, BRYSON	8285	1,290.61-
10/25/2018	PC	11/01/2018	110187	PARKER, MICHAEL J	8506	1,150.77-
10/25/2018	PC	11/01/2018	110136	HOOVER, JAMES T	9002	74.57-
10/25/2018	PC	11/01/2018	110142	REAY, PATRICIA L	9005	147.99-
10/25/2018	PC	11/01/2018	110130	BOATMAN, MICHAEL L	9006	108.15-
10/25/2018	PC	11/01/2018	110138	LOHRKE, CONNOR W	9008	38.73-
10/25/2018	PC	11/01/2018	110140	MURPHY, JOSHUA Z	9011	38.73-
10/25/2018	PC	11/01/2018	110134	GRIFFITH, ERIN S	9014	256.55-
10/25/2018	PC	11/01/2018	110131	CHANEY, JACOB A	9015	116.36-
10/25/2018	PC	11/01/2018	110143	STOCKING, WINDI G	9023	427.19-
10/25/2018	PC	11/01/2018	110137	KNOX III, RUSSELL B	9024	21.82-
10/25/2018	PC	11/01/2018	44172	JONES, COLTON L	9029	34.29-
10/25/2018	PC	11/01/2018	110139	MILEY, SCOTT	9034	16.39-
10/25/2018	PC	11/01/2018	110129	BALEDGE, MICHAEL S	9054	1,965.17-
10/25/2018	PC	11/01/2018	110144	SWANSON, ROBERT E.	9067	41.27-
10/25/2018	PC	11/01/2018	110132	EMERICK, DANIELLE A	9081	92.35-
10/25/2018	PC	11/01/2018	110135	HEITZMAN, KRISTY L	9103	650.32-
10/25/2018	PC	11/01/2018	110141	PALLAS, MARTIN	9111	451.38-
10/25/2018	PC	11/01/2018	110145	WARD, CASEY R	9099	75.41-
10/25/2018	PC	11/01/2018	110158	PRIMROSE, LAURA A	8102	818.76-
10/25/2018	CDPT		0	AFLAC	1	416.04-
10/25/2018	CDPT		0	AFLAC	1	171.11-
10/25/2018	CDPT		0	DELTA DENTAL PLAN OF	2	797.71-
10/25/2018	CDPT		0	DELTA DENTAL PLAN OF	2	49.70-
10/25/2018	CDPT		0	REGENCE BLUE SHIELD	3	3,261.76-
10/25/2018	CDPT		0	NCPERS GROUP LIFE IN	6	96.00-
10/25/2018	CDPT	11/06/2018	110620	PERSI	7	5,450.40-
10/25/2018	CDPT	11/06/2018	110620	PERSI	7	9,086.63-
10/25/2018	CDPT	11/06/2018	110620	PERSI	7	3,412.36-
10/25/2018	CDPT	11/06/2018	110620	PERSI	7	4,759.33-
10/25/2018	CDPT	11/06/2018	110620	PERSI	7	3,818.27-
10/25/2018	CDPT	11/06/2018	110620	PERSI	7	177.06-
10/25/2018	CDPT	11/06/2018	110620	PERSI	7	251.27-
10/25/2018	CDPT	11/06/2018	110620	PERSI	7	368.65-
10/25/2018	CDPT	11/06/2018	110619	MOUNTAIN WEST BANK	8	7,565.65-
10/25/2018	CDPT	11/06/2018	110619	MOUNTAIN WEST BANK	8	7,565.65-
10/25/2018	CDPT	11/06/2018	110619	MOUNTAIN WEST BANK	8	1,769.35-
10/25/2018	CDPT	11/06/2018	110619	MOUNTAIN WEST BANK	8	1,769.35-
10/25/2018	CDPT	11/06/2018	110619	MOUNTAIN WEST BANK	8	8,694.69-
10/25/2018	CDPT		0	IDAHO STATE TAX COMM	9	4,845.00-
10/25/2018	CDPT	11/01/2018	44173	CHILD SUPPORT RECEIP	10	219.24-
10/25/2018	CDPT	11/01/2018	44173	CHILD SUPPORT RECEIP	10	70.40-
10/25/2018	CDPT	11/06/2018	110618	A.W. REHN & ASSOCIATE	21	1,344.62-
10/25/2018	CDPT		0	VSP	26	96.93-
Grand Totals:			94			151,769.83-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	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 Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
4409 A.W. REHN & ASSOCIATES										
IN0000	1	COBRA ANNUAL RENEWAL FEE	Invoice	11/01/2018	11/22/2018	33.33	33.33	100-15-41215		1118
IN0000	2	COBRA ANNUAL RENEWAL FEE	Invoice	11/01/2018	11/22/2018	33.33	33.33	200-15-41215		1118
IN0000	3	COBRA ANNUAL RENEWAL FEE	Invoice	11/01/2018	11/22/2018	33.34	33.34	210-15-41215		1118
IN0000	1	COBRA - MUNOZ	Invoice	10/31/2018	11/22/2018	22.00	22.00	100-25-41215		1118
Total 4409 A.W. REHN & ASSOCIATES:						122.00	122.00			
176 ALLINGTON, RICK										
143	1	ATTORNEY FEES	Invoice	12/01/2018	12/01/2018	3,788.08	3,788.08	100-25-41313		1218
Total 176 ALLINGTON, RICK:						3,788.08	3,788.08			
913 ANDERSON ASPHALT PAVING										
2	1	BALMORAL PARK BASKETBALL COURT - PAY EST	Invoice	11/20/2018	11/22/2018	6,050.00	6,050.00	120-50-41539	18.50.0001.1	1118
2	2	BALMORAL PARK BASKETBALL COURT - RETAIN	Invoice	11/20/2018	11/22/2018	1,580.86	1,580.86	120-50-41539	18.50.0001.1	1118
Total 913 ANDERSON ASPHALT PAVING :						7,630.86	7,630.86			
1940 ASCENTE FINANCIAL EQUIPMENT LEASING										
LEASE	1	Lease payment for 2 vehicles	Invoice	11/21/2018	11/22/2018	9,508.04	9,508.04	100-25-41529		1118
LEASE	2	Lease payment for 2 vehicles	Invoice	11/21/2018	11/22/2018	7,470.61	7,470.61	100-55-41529		1118
Total 1940 ASCENTE FINANCIAL EQUIPMENT LEASING:						16,978.65	16,978.65			
375 ATKINSON'S MARKET										
000205	1	11/06/2018 Group Meeting with Jane	Invoice	11/06/2018	11/22/2018	17.47	17.47	100-20-41211		1118
Total 375 ATKINSON'S MARKET :						17.47	17.47			
4997 BEST WESTERN CALDWELL INN & SUITES										
25818	1	LGELSKEY HOTEL CHARGES 10/19/2018	Invoice	10/19/2018	11/22/2018	83.00	83.00	100-45-41724		1118
Total 4997 BEST WESTERN CALDWELL INN & SUITES:						83.00	83.00			
50380 BOULDER MOUNTAIN HEATING										
13504	1	1350 HVAC SYSTEM MAINTENANCE - FILTERS - C	Invoice	10/31/2018	11/22/2018	136.83	136.83	100-42-41413		1118
13504	2	1350 HVAC SYSTEM MAINTENANCE - FILTERS - C	Invoice	10/31/2018	11/22/2018	136.83	136.83	200-42-41413		1118
13504	3	1350 HVAC SYSTEM MAINTENANCE - FILTERS - C	Invoice	10/31/2018	11/22/2018	136.84	136.84	210-42-41413		1118

Posting period: 12/18

Invoice Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 50380 BOULDER MOUNTAIN HEATING:									
					410.50	410.50			
873 CED, INC.									
3755-6	1 3755-646648 CREDIT - BLK CABLE TIES - CK #445	Invoice	10/11/2018	10/22/2018	40.01	40.01	100-40-41413		1018
Total 873 CED, INC. :									
					40.01	40.01			
2954 CLEAR CREEK DISPOSAL -PARKS									
000117	1 0001176056 PORTABLE RESTROOM- HEAGLE 10.	Invoice	10/26/2018	11/22/2018	101.76	101.76	100-50-41403		1118
Total 2954 CLEAR CREEK DISPOSAL -PARKS:									
					101.76	101.76			
5961 CLEARWATER POWER EQUIPMENT LLC									
W1612	1 W16129A HUSTLER MOWER SERVICE	Invoice	10/31/2018	11/22/2018	211.12	211.12	100-40-41405		1118
Total 5961 CLEARWATER POWER EQUIPMENT LLC:									
					211.12	211.12			
1804 COLVILL, LEA									
11/13/1	1 Reimbursement of program supplies	Invoice	11/13/2018	11/22/2018	42.19	42.19	100-45-41326		1118
Total 1804 COLVILL, LEA:									
					42.19	42.19			
337 COPY & PRINT LLC									
93399	1 93399 LIBRARY BUSINESS CARDS CMILLS	Invoice	11/13/2018	11/22/2018	39.99	39.99	100-45-41215		1118
93402	1 OFFICE SUPPLIES	Invoice	10/31/2018	11/22/2018	19.95	19.95	200-60-41213		1118
93519	1 Town Square Workshop Supplies 11/13/2018	Invoice	11/13/2018	11/22/2018	59.97	59.97	100-20-41313		1118
Total 337 COPY & PRINT LLC:									
					119.91	119.91			
2808 CORE & MAIN LP									
J19713	1 4" METER	Invoice	09/04/2018	11/22/2018	1,570.48	1,570.48	200-60-41403		1118
J73427	1 SHIPPING	Invoice	10/31/2018	11/22/2018	75.00	75.00	200-60-41403		1018
Total 2808 CORE & MAIN LP:									
					1,645.48	1,645.48			
781 DIG LINE									
005915	1 0059153-IN DIG LINE FEES W	Invoice	10/31/2018	11/22/2018	97.55	97.55	200-60-41325		1118
005915	2 0059153-IN DIG LINE FEES WW	Invoice	10/31/2018	11/22/2018	97.56	97.56	210-70-41325		1118

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 781 DIG LINE :										
						195.11	195.11			
8583 D-SWANER WELDING, INC										
CR 150	1	15064 SNOW PUSH BLADE ATTACHMENT REPAIR	Invoice	11/01/2018	11/22/2018	1,225.00	1,225.00	100-40-41405		1118
Total 8583 D-SWANER WELDING, INC:										
						1,225.00	1,225.00			
8607 ENGELHARDT, JEFFREY L										
11/5/18	1	P&Z STIPEND	Invoice	11/05/2018	11/22/2018	56.25	56.25	100-10-41313		1118
11/5/18	2	P&Z STIPEND	Invoice	11/05/2018	11/22/2018	28.12	28.12	200-10-41313		1118
11/5/18	3	P&Z STIPEND	Invoice	11/05/2018	11/22/2018	28.13	28.13	210-10-41313		1118
11/8/18	1	P&Z STIPEND	Invoice	11/08/2018	11/22/2018	56.25	56.25	100-10-41313		1118
11/8/18	2	P&Z STIPEND	Invoice	11/08/2018	11/22/2018	28.12	28.12	200-10-41313		1118
11/8/18	3	P&Z STIPEND	Invoice	11/08/2018	11/22/2018	28.13	28.13	210-10-41313		1118
Total 8607 ENGELHARDT, JEFFREY L:										
						225.00	225.00			
361 FREIGHTLINER OF IDAHO										
X20104	1	X201042308:01 WIPER BLADE ASSEMBLIES, AIR	Invoice	11/08/2018	11/22/2018	607.00	607.00	100-40-41405		1118
Total 361 FREIGHTLINER OF IDAHO:										
						607.00	607.00			
5909 FUGATE, JANET										
11/5/18	1	P&Z Stipend	Invoice	11/05/2018	11/22/2018	56.25	56.25	100-10-41313		1118
11/5/18	2	P&Z Stipend	Invoice	11/05/2018	11/22/2018	28.12	28.12	200-10-41313		1118
11/5/18	3	P&Z Stipend	Invoice	11/05/2018	11/22/2018	28.13	28.13	210-10-41313		1118
11/8/18	1	P&Z Stipend	Invoice	11/08/2018	11/22/2018	56.25	56.25	100-10-41313		1118
11/8/18	2	P&Z Stipend	Invoice	11/08/2018	11/22/2018	28.12	28.12	200-10-41313		1118
11/8/18	3	P&Z Stipend	Invoice	11/08/2018	11/22/2018	28.13	28.13	210-10-41313		1118
Total 5909 FUGATE, JANET:										
						225.00	225.00			
101 GALENA ENGINEERING, INC.										
3830.2	1	TOWN SQUARE	Invoice	11/01/2018	11/22/2018	218.75	218.75	100-42-41313		1118
4550.0	1	DELLA VIEW DRAINAGE IMPROVEMENTS ENGIN	Invoice	11/01/2018	11/22/2018	6,677.50	6,677.50	100-40-41313	18.40.0007.1	1118
7504/S	1	FORM CHECK / ADJUSTMENT - 3RD AVE CURB R	Invoice	11/01/2018	11/22/2018	93.75	93.75	120-40-41547	18.40.0009.1	1118
Total 101 GALENA ENGINEERING, INC.:										
						6,990.00	6,990.00			

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
369 GEM STATE WELDERS SUPPLY INC.										
183093	1	183093 TANK RENTAL FEE	Invoice	10/31/2018	11/22/2018	8.06	8.06	100-40-41719		1118
183095	1	TANK RENTAL FEE	Invoice	10/31/2018	11/22/2018	8.06	8.06	200-60-41791		1118
183464	1	183464 CYLINDER FUEL	Invoice	11/01/2018	11/22/2018	54.08	54.08	100-40-41719		1118
E25708	1	E257088 CYLINER FUEL	Invoice	10/18/2018	11/22/2018	4.40	4.40	100-40-41719		1118
Total 369 GEM STATE WELDERS SUPPLY INC. :						74.60	74.60			
336 GO FER IT EXPRESS										
80938	1	LOCAL SHIPPING W	Invoice	10/31/2018	11/22/2018	68.00	68.00	200-60-41213		1118
80938	2	LOCAL SHIPPING WW	Invoice	10/31/2018	11/22/2018	17.00	17.00	210-70-41213		1118
Total 336 GO FER IT EXPRESS:						85.00	85.00			
1850 GREAT AMERICA FINANCIAL SERVICES										
236896	1	Invoice# 23689634 12/23/2018	Invoice	11/08/2018	11/22/2018	69.00	69.00	100-20-41323		1118
236896	2	Invoice# 23689634 12/23/2018 Late fee	Invoice	11/08/2018	11/22/2018	26.00	26.00	100-20-41323		1118
Total 1850 GREAT AMERICA FINANCIAL SERVICES:						95.00	95.00			
763 HAILEY PAINT AND SUPPLY										
80637	1	80637 LIBRARY PAINT SUPPLIES	Invoice	10/05/2018	11/22/2018	75.98	75.98	100-45-41413		1118
Total 763 HAILEY PAINT AND SUPPLY :						75.98	75.98			
671 IDAHO LUMBER & HARDWARE										
751082	2	751082 PRESSURE TREAT 2x12x16' BALMORAL P	Invoice	10/30/2018	11/22/2018	558.35	558.35	120-50-41539	18.50.0001.1	1118
751319	3	751319 GLOVES	Invoice	11/01/2018	11/22/2018	17.99	17.99	100-50-41403		1118
751396	1	751396 ABS ELBOW	Invoice	11/01/2018	11/22/2018	3.59	3.59	100-40-41403		1118
751565	1	751565 LEVEL LINE 3" (x2)	Invoice	11/02/2018	11/22/2018	7.98	7.98	120-50-41539	18.50.0001.1	1118
751842	1	751842 GLO LIME FLAG TAPE	Invoice	11/05/2018	11/22/2018	4.78	4.78	100-40-41402	14.50.0005.1	1118
751888	1	751888 MISC. DEPARTMENTAL SUPPLY	Invoice	11/05/2018	11/22/2018	32.96	32.96	100-40-41215		1118
752080	1	752080 90 DEGREE ELBOW	Invoice	11/06/2018	11/22/2018	3.98	3.98	100-40-41405		1118
752262	1	752262 SOCKET ADAPTERS	Invoice	11/07/2018	11/22/2018	9.58	9.58	100-40-41403		1118
Total 671 IDAHO LUMBER & HARDWARE:						639.21	639.21			
584 IDAHO MATERIAL HANDLING, INC.										
182442	1	PATCH WORK	Invoice	10/10/2018	11/22/2018	872.30	872.30	200-60-41403		1118

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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 584 IDAHO MATERIAL HANDLING, INC. :										
22433 IDAHO POWER										
11/17/1	1	IP Acct#2204414540 Street lights	Invoice	11/17/2018	11/26/2018	174.16	174.16	100-40-41717		1118
11/17/1	2	IP Acct#2204935643 STREET -1811 MERLIN LOO	Invoice	11/17/2018	11/26/2018	480.77	480.77	100-40-41717		1118
11/17/1	3	IP Acct#2204935643 HFD	Invoice	11/17/2018	11/26/2018	175.17	175.17	100-55-41717		1118
11/17/1	4	IP Acct#2204935643 LIBRARY	Invoice	11/17/2018	11/26/2018	458.98	458.98	100-45-41717		1118
11/17/1	5	IP Acct#2204935643 /33%	Invoice	11/17/2018	11/26/2018	181.51	181.51	100-42-41717		1118
11/17/1	6	IP Acct#2204935643 /33%	Invoice	11/17/2018	11/26/2018	181.51	181.51	210-42-41717		1118
11/17/1	7	IP Acct#2204935643 /33%	Invoice	11/17/2018	11/26/2018	181.50	181.50	210-42-41717		1118
11/17/1	8	IP Acct#2204637769 W WATER	Invoice	11/17/2018	11/26/2018	9,466.39	9,466.39	210-70-41717		1118
11/17/1	9	IP Acct#2220558908 HEAGLE/1151 War Eagle	Invoice	11/17/2018	11/26/2018	9.62	9.62	100-40-41717		1118
						11,309.61	11,309.61			
Total 22433 IDAHO POWER:										
432 IDAHO POWER COMPANY - CSPP										
201810	1	HydroPlant Energy Purchases	Invoice	10/01/2018	11/22/2018	5.86-	5.86-	200-00-34618		1118
201810	2	HydroPlant O&M	Invoice	10/01/2018	11/22/2018	163.64	163.64	200-60-41613		1118
						157.78	157.78			
Total 432 IDAHO POWER COMPANY - CSPP:										
229 INTEGRATED TECHNOLOGIES										
106843	1	#106843 Copies for 9.25.2018- 10.27.208	Invoice	10/29/2018	11/22/2018	31.48	31.48	100-55-41211		1118
107931	1	#107931 Networking repairs	Invoice	11/14/2018	11/22/2018	100.00	100.00	100-55-41211		1118
						131.48	131.48			
Total 229 INTEGRATED TECHNOLOGIES:										
5883 IWORQ SYSTEMS, INC										
10998	1	10898 PARKS MAINT.	Invoice	10/15/2018	11/22/2018	500.00	500.00	100-50-41325		1118
						500.00	500.00			
Total 5883 IWORQ SYSTEMS, INC:										
330 JANE'S ARTIFACTS										
041111	1	041111 INK CARTRIDGES	Invoice	10/31/2018	11/22/2018	44.90	44.90	100-40-41215		1118
						44.90	44.90			
Total 330 JANE'S ARTIFACTS:										
2079 KAHM, DIANE										
11/1/18	1	Refund CR bal. 720 Robinhood Dr	Invoice	11/01/2018	11/22/2018	85.07	85.07	100-00-15110		1118

Unpaid Invoice Report - MARY'S APPROVAL
Posting period: 12/18

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 2079 KAHM, DIANE:										
						85.07	85.07			
1882 KONRAD & STOHLER STRUCTURAL ENGINEERING										
1865/1	1	1865/1 HEAGLE ASSESSMENT, GPR TECH, MTI	Invoice	10/18/2018	11/22/2018	537.50	537.50	100-50-41313		1118
Total 1882 KONRAD & STOHLER STRUCTURAL ENGINEERING:										
						537.50	537.50			
366 L.L. GREENS										
B29698	1	SHOVEL	Invoice	11/15/2018	11/22/2018	35.98	35.98	200-60-41405		1118
Total 366 L.L. GREENS :										
						35.98	35.98			
366 LES SCHWAB TIRE CENTER										
117005	1	117005/14757 MOW TRAILER TIRE	Invoice	10/25/2018	11/22/2018	80.33	80.33	100-40-41405		1118
Total 366 LES SCHWAB TIRE CENTER:										
						80.33	80.33			
928 MAGIC VALLEY LABS, INC.										
9965	1	DRINKING WATER BACTERIA SAMPLES	Invoice	10/30/2018	11/22/2018	144.00	144.00	200-60-41795		1118
9965	2	CONSTRUCTION SAMPLES	Invoice	10/30/2018	11/22/2018	16.00	16.00	200-60-41795		1118
9965	3	INDIAN CREEK WEEKLY SAMPLE	Invoice	10/30/2018	11/22/2018	176.00	176.00	200-60-41795		1118
Total 928 MAGIC VALLEY LABS, INC. :										
						336.00	336.00			
2078 MARY, SCOTT										
11/6/18	1	Refund CR bal. 220 2nd Ave S	Invoice	11/06/2018	11/22/2018	22.23	22.23	100-00-15110		1118
Total 2078 MARY, SCOTT:										
						22.23	22.23			
1968 MILLS, CAITLYN										
11/20/1	1	LIBRARY TRAVEL--MILEAGE	Invoice	10/24/2018	11/22/2018	92.65	92.65	100-45-41724		1118
Total 1968 MILLS, CAITLYN:										
						92.65	92.65			
1009 MINERT & ASSOCIATES, INC.										
287069	1	287069 DOT DRUG SCREEN AND COLLECTION F	Invoice	10/31/2018	11/22/2018	102.00	102.00	100-40-41747		1118
Total 1009 MINERT & ASSOCIATES, INC. :										
						102.00	102.00			

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Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
251 NAPA AUTO PARTS										
324525	1	324525 BATTERY	Invoice	10/18/2018	11/22/2018	130.49	130.49	100-40-41405		1118
324525	2	324525 BATTERY CORE DEPOSIT	Invoice	10/18/2018	11/22/2018	21.60	21.60	100-40-41405		1118
324525	3	324525 CREDIT - BATTERY CORE DEPOSIT	Invoice	10/18/2018	11/22/2018	21.60	21.60	100-40-41405		1118
328477	1	328477 CREDIT - BATTERY CORE DEPOSIT	Invoice	10/25/2018	11/22/2018	129.60	129.60	100-40-41405		1118
951204	1	951204 OIL FILTER	Invoice	10/23/2018	11/22/2018	10.79	10.79	100-40-41405		1118
951241	1	951241 FUEL FILTER	Invoice	10/23/2018	11/22/2018	19.79	19.79	100-40-41405		1118
951270	1	951270 HYDRAULIC FILTER	Invoice	10/23/2018	11/22/2018	21.99	21.99	100-40-41405		1118
951315	1	951315 TOOLS	Invoice	10/24/2018	11/22/2018	21.79	21.79	100-40-41405		1118
951318	1	951318 FUEL FILTER	Invoice	10/24/2018	11/22/2018	9.29	9.29	100-40-41405		1118
951358	1	951427 FUEL FILTERS	Invoice	10/24/2018	11/22/2018	61.56	61.56	100-40-41405		1118
951427	1	951427 OEM TERMINALS / GM TERMINALS	Invoice	10/24/2018	11/22/2018	48.60	48.60	100-40-41405		1118
951815	1	951815 THERMOSTATS	Invoice	10/29/2018	11/22/2018	23.90	23.90	100-40-41405		1118
951873	1	951873 OIL FILTER	Invoice	10/29/2018	11/22/2018	8.37	8.37	100-40-41405		1118
951975	2	951975 SNOW BRUSHES, SCRAPERS	Invoice	10/30/2018	11/22/2018	76.96	76.96	100-40-41405		1118
951976	1	951976 OIL PLUG, GASKET	Invoice	10/30/2018	11/22/2018	11.24	11.24	100-40-41405		1118
952100	1	952100 NON-CHLORINE BRAKE CLEANER	Invoice	10/31/2018	11/22/2018	29.88	29.88	100-40-41405		1118
952127	1	952127 COUPLER	Invoice	10/31/2018	11/22/2018	8.79	8.79	100-40-41405		1118
952141	1	952141 COOL FIL	Invoice	10/31/2018	11/22/2018	16.58	16.58	100-40-41405		1118
952751	1	OIL FILTER	Invoice	11/06/2018	11/22/2018	2.79	2.79	200-60-41415		1118
952751	2	BULB	Invoice	11/06/2018	11/22/2018	3.31	3.31	200-60-41415		1118
952759	1	BULB	Invoice	11/06/2018	11/22/2018	1.66	1.66	200-60-41415		1118
Total 251 NAPA AUTO PARTS:						378.18	378.18			
50298 O'REILLY AUTO PARTS										
4635-3	1	4635-389391 SEAT COVER	Invoice	10/11/2018	11/22/2018	45.99	45.99	100-40-41405		1118
4635-3	1	4635-391587 QUICK TERM - PARKS BRONCO	Invoice	10/22/2018	11/22/2018	6.99	6.99	100-50-41405		1118
4635-3	2	4635-391587 CARB HOSE - KUBOTA	Invoice	10/22/2018	11/22/2018	6.69	6.69	100-40-41405		1118
4635-3	1	4635-391716 SOCKET, ADAPTER	Invoice	10/23/2018	11/22/2018	12.98	12.98	100-40-41405		1118
4635-3	1	4635-391920 DUCT HOSE, TOW STRAP	Invoice	10/24/2018	11/22/2018	39.13	39.13	100-40-41405		1118
4635-3	2	4635-391920 CREDIT - RETURN CARB HOSE	Invoice	10/24/2018	11/22/2018	6.69	6.69	100-40-41405		1118
4635-3	1	4635-391997 TOGGLE SWITCH	Invoice	10/25/2018	11/22/2018	4.99	4.99	100-40-41405		1118
4635-3	1	4635-392092 ALTERNATOR AND CORE DEPOSIT	Invoice	10/25/2018	11/22/2018	135.12	135.12	100-40-41405		1118
4635-3	1	4635-392741 OIL SEALS	Invoice	10/29/2018	11/22/2018	110.85	110.85	100-40-41405		1118
4635-3	1	4635-393111 FILTER WRENCH	Invoice	10/31/2018	11/22/2018	10.99	10.99	100-40-41405		1118
4635-3	1	4635-393114 CREDIT - CORE RETURN	Invoice	10/31/2018	11/22/2018	10.00	10.00	100-40-41405		1118
Total 50298 O'REILLY AUTO PARTS:						357.04	357.04			

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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
8586 POGUE, RICHARD										
11/5/18	1	P&Z Stipend	Invoice	11/05/2018	11/22/2018	56.25	56.25	100-10-41313		1118
11/5/18	2	P&Z Stipend	Invoice	11/05/2018	11/22/2018	28.12	28.12	200-10-41313		1118
11/5/18	3	P&Z Stipend	Invoice	11/05/2018	11/22/2018	28.13	28.13	210-10-41313		1118
Total 8586 POGUE, RICHARD:						112.50	112.50			
3181 QUALITY TOOL CONNECTION										
5328	1	5328 LIFT INSTALLATION	Invoice	10/16/2018	11/22/2018	850.00	850.00	100-40-41413		1118
Total 3181 QUALITY TOOL CONNECTION:						850.00	850.00			
1456 SAWTOOTH PLUMBING & HEATING, INC.										
21115	1	21115 LIBRARY PUBLIC RESTROOM CLOG	Invoice	11/08/2018	11/22/2018	95.00	95.00	100-45-41413		1118
21132	1	21132 CHECK FLOOR DRAINS - LADIES ROOM O	Invoice	11/08/2018	11/22/2018	30.00	30.00	100-42-41413		1118
21132	2	21132 CHECK FLOOR DRAINS - LADIES ROOM O	Invoice	11/08/2018	11/22/2018	30.00	30.00	200-42-41413		1118
21132	3	21132 CHECK FLOOR DRAINS - LADIES ROOM O	Invoice	11/08/2018	11/22/2018	30.00	30.00	210-42-41413		1118
Total 1456 SAWTOOTH PLUMBING & HEATING, INC.:						185.00	185.00			
4330 SCANLON, OWEN										
11/8/18	1	P&Z Stipend	Invoice	11/08/2018	11/22/2018	56.25	56.25	100-10-41313		1118
11/8/18	2	P&Z Stipend	Invoice	11/08/2018	11/22/2018	28.12	28.12	200-10-41313		1118
11/8/18	3	P&Z Stipend	Invoice	11/08/2018	11/22/2018	28.13	28.13	210-10-41313		1118
Total 4330 SCANLON, OWEN:						112.50	112.50			
1098 SENTINEL FIRE & SECURITY										
36786	1	36786 QUARTERLY MONITORING - PANIC SYSTE	Invoice	11/01/2018	11/22/2018	14.00	14.00	100-42-41325		1118
36786	2	36786 QUARTERLY MONITORING - PANIC SYSTE	Invoice	11/01/2018	11/22/2018	14.00	14.00	200-42-41325		1118
36786	3	36786 QUARTERLY MONITORING - PANIC SYSTE	Invoice	11/01/2018	11/22/2018	14.00	14.00	210-42-41325		1118
Total 1098 SENTINEL FIRE & SECURITY :						42.00	42.00			
5494 SILVER CREEK SUPPLY										
S19289	1	S1928938.001 BRASS BALL VALVE	Invoice	11/01/2018	11/22/2018	22.18	22.18	100-40-41403		1118
Total 5494 SILVER CREEK SUPPLY:						22.18	22.18			

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
5683 SKYLINE EXCAVATION AND GRADING										
1	1	PAY ESTIMATE NO. 1 - AIRPORT PRV	Invoice	11/06/2018	11/22/2018	74,598.44	74,598.44	200-60-41547		1118
Total 5683 SKYLINE EXCAVATION AND GRADING:						74,598.44	74,598.44			
5543 ST. LUKES REG MED CTR										
11/9/18	1	DOT DRUG AND OR ALCOHOL SCREENING ST	Invoice	11/09/2018	11/22/2018	38.00	38.00	100-40-41747		1118
Total 5543 ST. LUKES REG MED CTR:						38.00	38.00			
5070 SUE 'N STITCHES ALTERATIONS										
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-			
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	100-42-41413		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	100-42-41413		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-			
5188 UNIQUE MANAGEMENT SERVICES										
475205	1	Library Debt Collections	Invoice	11/01/2018	11/22/2018	17.90	17.90	100-45-41325		1118
Total 5188 UNIQUE MANAGEMENT SERVICES:						17.90	17.90			
2817 UNITED OIL										
896050	1	PUMPED VEHICLE FUEL W	Invoice	10/31/2018	11/22/2018	319.92	319.92	200-60-41719		1118

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
897227	1	#897227 Fuel Charges for 11.1.2018 - 11.15.2018	Invoice	11/15/2018	11/22/2018	234.99	234.99	100-55-41719		1118
Total 2817 UNITED OIL:						554.91	554.91			
367 WALKER SAND AND GRAVEL										
550273	1	550273 IMPORT CLEAN FILL - BALMORAL	Invoice	10/29/2018	11/22/2018	762.12	762.12	120-50-41539	18.50.0001.1	1118
550870	1	ROAD MIX	Invoice	10/30/2018	11/22/2018	101.24	101.24	200-60-41403		1118
551524	1	551524 IMPORT CLEAN FILL - BALMORAL	Invoice	10/31/2018	11/22/2018	124.92	124.92	120-50-41539	18.50.0001.1	1118
Total 367 WALKER SAND AND GRAVEL:						988.28	988.28			
4004 WAXIE SANITARY SUPPLY										
778212	1	77821297 DOG BAGS, GARBAGE BAGS, TOWELS	Invoice	10/26/2018	11/22/2018	420.66	420.66	100-50-41403		1118
Total 4004 WAXIE SANITARY SUPPLY:						420.66	420.66			
2080 WHALEY, JOHN										
11/17/18	1	Refund CR bal. 659 Countryside Blvd.	Invoice	11/01/2018	11/22/2018	48.32	48.32	100-00-15110		1118
Total 2080 WHALEY, JOHN:						48.32	48.32			
2455 WOOD RIVER LAND TRUST										
10/19/1	1	WATER SMARTY REBATE - 119 2ND AVE N	Invoice	10/19/2018	11/22/2018	1,681.50	1,681.50	200-60-41324	16.60.0002.1	1118
10/19/1	1	WATER SMARTY REBATE - 119 BULLION ST E	Invoice	10/19/2018	11/22/2018	2,000.00	2,000.00	200-60-41324	16.60.0002.1	1118
Total 2455 WOOD RIVER LAND TRUST :						3,681.50	3,681.50			
Total :						138,015.84	138,015.84			
Grand Totals:						138,015.84	138,015.84			

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-00-15110	155.62	.00	155.62
100-10-41313	337.50	.00	337.50

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18 DEPARTMENT: Treasurer

DEPT. HEAD SIGNATURE: BS 

SUBJECT:

Treasurer's Reports – Unaudited Treasurer's Reports for the month of October, 2018.

AUTHORITY: ID Code 50-1011 IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Financial Statements for the month of October 2018 in "Snapshot" format follow. The audit is scheduled for December 3-7, to be presented in early January 2019.

Cash Flow Analysis for the past four years for months ending in October.

Year to Date LOT receipts for the month of October (October activity) receipts are improved over October 2017, are 10.8% greater than last year, 17.75% stronger than FYE 17, 29.37% better than FY16, up 49.77% from FYE15, increased 55.59% from FYE14, up 58.79% from FYE 13, 61.73% better than FYE 12, 78.66% better than FYE 11 and 67.67% stronger than FYE10. The reports submitted to Sun Valley Air Services are included as is the category report. The Chamber's reports for October are included.

Development Impact Fees Cash Flow report is attached

Investment Report is included. LGIP interest for October is 2.269%.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

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

FOLLOW-UP REMARKS:*

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

as of 10/31/18

	General Fund		Water Fund		Waste Water		Water Replacement		Waste Water Repl	
	YTD	Amnd Budget	YTD	Budget	YTD	Budget	YTD	Budget	YTD	Budget
Revenue*	262,453	5,776,351	125,187	1,674,129	171,859	2,019,875	1,610	94,620	374	56,260
Legislative	2,154	323,320								
Finance	39,577	355,511								
Comm Dev	27,047	424,437								
Police	153,706	1,562,004								
Streets	59,620	1,340,753								
Public Works	5,249	107,110								
Library	41,540	579,565								
Parks	22,080	448,909								
Fire	61,769	634,742								
Departmental Expenses	412,742	5,776,351	83,766	2,339,715	91,099	2,313,966	-	58,460	-	430,000
Net Revenue over Expenses	(150,289)	-	41,421	(665,586)	80,760	(294,091)	1,610	36,160	374	(373,740)
Fund Balance** at 9/30/2018	2,208,579	2,208,579	2,593,421	2,593,421	3,096,200	3,096,200	2,381,392	2,381,392	1,406,070	1,406,070
Change in Fund Balance	(150,289)	-	41,421	(665,586)	80,760	(294,091)	1,610	36,160	374	(373,740)
Fund Balance YTD	2,058,290	2,208,579	2,634,842	1,927,835	3,176,960	2,802,109	2,383,002	2,417,552	1,406,444	1,032,330
CASH IN BANKS										
Cash in Combined Checking	(12,310)		144,578		124,742		(34,229)		177,703	
LGIP	2,086,192		2,625,324		1,547,559		2,496,937		1,317,025	
LGIP	15,011				587,666					
LGIP	40,413				806,739	Biosolids				
Piper Jaffrey Investment										

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

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

CASH FLOW ANALYSIS FOR FISCAL YEAR

		FYE 19		FYE 18		FYE 17		FYE 16	
CURRENT YEAR		at 10/31/2018		at 10/31/2017		at 10/31/2016		at 10/31/2015	
Acct No	Account Description	Budget		Budget		Budget		Budget	
GENERAL FUND REVENUE									
100-00-31001	Property Taxes from County	6,462	2,569,002	3,753	2,449,925	8,957	2,358,605	8,769	2,288,530
100-00-31009	Sales Tax Revenue through County		164,614	0	154,592	0	138,405	-	125,338
100-00-31910	Penalties & Interest On Taxes	717	14,120	478	14,817	1,985	10,331	1,981	10,000
100-00-31911	Motor Vehicle Fines through Co	10,315	50,000	3,582	50,000	3,724	40,500	2,266	35,000
100-00-32205	Alcohol Catering Licenses		4,000	20	4,000		3,000	60	1,600
100-00-32209	Police Security		0		0		10,000	-	10,000
100-00-32210	Building Permits	7,471	301,912	8,062	262,500	13,991	175,000	5,282	123,600
100-00-32211	Business Licenses	3,145	42,500	1,375	45,000	1,445	40,000	1,825	40,000
100-00-32212	HPD Traffic School & Muni Code Viol		0	0	4,000		0		
100-00-32213	Business Licenses - LOT	56,759	621,300	51,135	615,300	48,898	595,000	43,469	430,000
100-00-32215	Donations-Fireworks		15,000	0	15,000	1,064	15,000	-	15,000
100-00-32216	Donations- HPD, HPL, Misc		25,000	10,840	25,000	0	19,500	2,187	10,000
100-00-32220	Encroachment Permits	1,450	13,742	350	13,088	750	5,000	125	5,000
100-00-32230	Franchises-Cable T.V.		79,583	0	79,583	0	73,000	-	74,351
100-00-32234	Banner Fees	400	6,000	300	7,000	100	6,000	400	6,000
100-00-32235	Franchise Fees-Idaho Power	12,546	65,900	13,464	60,900	12,963	58,000	12,363	58,000
100-00-32236	Franchises-Intermountain Gas	5,466	73,500	5,807	73,500	5,580	70,000	-	69,064
100-00-32237	Rubbish Company Franchise Fees	6,632	75,330	6,129	75,330	6,126	71,743	5,801	70,718
100-00-32257	Library Fines & Memberships	1,426	19,000	1,398	18,000	1,615	18,000	1,468	18,000
100-00-32265	Park Rental Fees	575	20,000	0	20,000	775	20,000	125	20,000
100-00-32266	Hailey Rodeo Park Rental Fees		19,000	0	19,000	0	15,000	25	17,000
100-00-32269	Hailey Rodeo Park Security		0	0	0	0	2,000		
100-00-32273	Property Sales		10,000	0	5,000	0	500		
100-00-32280	R. V. Dump Fees		1,000	205	1,000	0	750	137	600
100-00-32286	Sign and Fence Permits	260	3,000	140	4,500	230	3,000	240	2,000
100-00-32290	Fire Dept Permits	2,124	21,635	0	20,607	186	7,210	1,096	7,210
100-00-32294	Subdivision Inspection Permits		2,000	0	2,000	0	500	-	500
100-00-32296	Zoning Applications	575	35,000	18,460	24,000	2,015	16,000	1,330	14,000
100-00-32298	Maps, Copies & Postage	66	9,500	5,360	8,000	463	4,000	249	2,600
100-00-32413	Interest Earned	4,852	40,000	2,302	10,000	860	3,000	310	2,000
100-00-32415	Refunds	7,372	24,000	1,522	12,000	217	12,000	1,204	12,000
100-00-32417	Mutual Aid Reimbursements	28,200	0	0	20,000	33,642	7,135	47,858	25,933
100-00-33510	State Shared Liquor Apport.		198,245	0	181,838	0	154,954		151,916
100-00-33550	State Shared Sales Tax		506,954	0	495,062	0	450,763		428,582
100-00-33560	State Shared Highway Users Fund		384,904	0	370,451	0	353,317		339,902
100-00-33570	State Shared Grant		0	0	0	0	51,000	1,000	3,395
100-00-34000	CCD Public Outreach for recycling	1,105	12,000	1,022	12,000	1,021	11,957	967	11,766
100-00-34003	Rubbish Bookkeeping Contract	6,632	75,330	6,129	75,330	6,126	71,753	5,801	70,728
100-00-34004	Police Security Contracts	272	3,500	272	3,500	272	3,135		3,135
100-00-34006	Police Security Contracts-School	90,177	180,353	87,604	175,100	85,053	170,000		160,000
100-00-34007	Bellevue Marshall's Office					0			51,300
100-00-34008	WR Assistant Fire Chief Contract	7,452	89,427	7,025	86,822	7,024	84,293	6,887	82,640
GENERAL FUND REVENUE		262,453	5,776,351	236,733	5,513,745	245,082	5,149,351	153,225	4,797,428
Rev. Dif from previous year		25,720		(6,349)		91,857		(91,771)	
GENERAL FUND EXPENSES									
LEGISLATIVE		2,154	323,320	2,394	296,944	11,538	283,018	2,133	260,520
FINANCE		39,577	355,511	36,845	324,335	37,216	314,767	38,188	314,470
COMMUNITY DEVELOPMENT		27,047	424,437	21,797	369,504	20,478	274,067	13,422	267,480
POLICE		153,706	1,562,004	143,532	1,521,338	129,514	1,475,137	141,431	1,473,455
STREET		59,620	1,340,753	39,537	1,309,195	41,148	1,153,481	46,546	987,181
PUBLIC WORKS		5,249	107,110	5,897	95,295	9,082	117,283	6,412	125,372
LIBRARY		41,540	579,565	43,210	560,574	38,638	544,092	41,302	510,323
PARKS		22,080	448,909	21,955	435,848	15,918	420,809	16,741	344,823
FIRE		61,769	634,742	36,008	600,712	32,235	566,697	34,712	513,804
TOTAL EXPENSES		412,742	5,776,351	351,175	5,513,745	335,767	5,149,351	340,887	4,797,428
General Fund Balance		(150,289)	0	(114,442)	0	(90,685)	0	(187,662)	-
PROPRIETARY FUNDS									
WATER FUND REVENUE		125,187	1,674,129	111,662	1,696,629	111,761	1,602,129	119,525	1,689,573
WATER FUND EXPENSES		83,766	2,339,715	75,885	2,134,473	80,337	1,918,403	77,863	1,651,289
WATER FUND BALANCE		41,421	(665,586)	35,777	(437,844)	31,424	(316,274)	41,662	38,284
WASTE WATER FUND REVENUE		171,859	2,019,875	175,984	1,994,875	173,202	1,989,175	163,204	1,957,361
WASTE WATER FUND EXPENSES		91,099	2,313,966	90,585	2,376,898	84,117	2,142,318	86,878	2,214,161
WASTE WATER FUND BALANCE		80,760	(294,091)	85,399	(382,023)	89,085	(153,143)	76,326	(256,800)
WATER replacement FUND REVENUE		1,610	94,620	15,011	36,160	13,707	58,460	170	46,080
WATER replacement FUND EXPENSES			58,460		94,620		58,460	6,320	88,000
WATER replacement FUND BALANCE		1,610	36,160	15,011	(58,460)	13,707	0	(6,150)	(41,920)
WASTE WATER replacement FUND REVENUE		374	56,260	8,998	56,260	8,230	82,680	185	76,000
WASTE WATER replacement FUND EXPENSES			430,000		430,000		82,680	-	122,966
WASTE WATER replacement FUND BALANCE		374	(373,740)	8,998	(373,740)	8,230	0	185	(46,966)

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

10/31/2018

EXPENDITURE DESCRIPTION	MONTH	PAYMENTS	Air Services	CHAMBER	MT RIDES	EMERGENCY SERVICES	TOTAL EXPENSES	1% Air	RECEIPTS	Chg	LOT BALANCE
	Jul-06	\$0.00	Board	\$0.00	\$0.00	\$0.00	\$0.00	\$	\$	%	\$
ACCUMULATIVE TOTALS THROUGH 9/30/06		\$0.00	Board	\$0.00	\$0.00	\$0.00	\$0.00		\$2,718.67		\$2,718.67
FISCAL YEAR ENDING 9/30/07	FYE 06	\$234,196.00		\$10,000.00	\$38,000.00	\$100,000.00	\$382,196.00		\$369,300.45		\$44,887.57
ACCUMULATIVE TOTALS THROUGH 9/30/07	FYE 07	\$234,196.00		\$10,000.00	\$38,000.00	\$100,000.00	\$382,196.00		\$461,019.12		\$44,887.57
FISCAL YEAR ENDING 9/30/08		\$294,289.32		\$49,343.95	\$0.00	\$120,000.00	\$463,633.27		\$376,920.49	2%	\$44,887.57
ACCUMULATIVE TOTALS THROUGH 9/30/08		\$528,485.32		\$59,343.95	\$38,000.00	\$220,000.00	\$845,829.27		\$837,939.61		\$44,887.57
FISCAL YEAR ENDING 9/30/09		\$146,490.24		\$74,138.00	\$70,000.00	\$13,900.00	\$304,528.24		\$311,640.20	-17.32%	\$44,887.57
ACCUMULATIVE TOTALS THROUGH 9/30/09		\$674,975.56		\$133,481.95	\$108,000.00	\$233,900.00	\$1,150,357.51		\$1,149,579.81		\$44,887.57
FISCAL YEAR ENDING 9/30/10		\$167,474.94		\$69,000.00	\$75,000.00	\$0.00	\$311,474.94		\$312,734.63	0.38%	\$44,887.57
ACCUMULATIVE TOTALS THROUGH 9/30/10		\$842,450.20		\$202,481.95	\$183,000.00	\$233,900.00	\$1,461,832.15		\$1,462,314.44		\$44,887.57
FISCAL YEAR ENDING 9/30/11		\$59,700.00		\$69,000.00	\$75,000.00	\$97,300.00	\$300,000.00		\$324,478.37	3.76%	\$44,887.57
ACCUMULATIVE TOTALS THROUGH 9/30/11		\$902,150.20		\$270,481.95	\$258,000.00	\$331,200.00	\$1,761,832.15		\$1,786,792.81		\$44,887.57
FISCAL YEAR ENDING 9/30/12		\$153,130.03		\$61,000.00	\$65,000.00	\$82,200.00	\$361,330.03		\$333,327.35	2.73%	\$44,887.57
ACCUMULATIVE TOTALS THROUGH 9/30/12		\$1,055,280.23		\$331,481.95	\$323,000.00	\$413,400.00	\$2,123,162.18		\$2,120,120.16		\$44,887.57
FISCAL YEAR ENDING 9/30/13		\$151,890.15		\$61,000.00	\$65,000.00	\$68,000.00	\$345,890.15		\$348,890.15	4.67%	\$44,887.57
ACCUMULATIVE TOTALS THROUGH 9/30/13		\$1,207,170.38		\$392,481.95	\$388,000.00	\$481,400.00	\$2,469,052.33		\$2,469,010.31		\$44,887.57
FISCAL YEAR ENDING 9/30/14		\$124,089.66		\$47,409.27	\$68,000.00	\$100,000.00	\$400,418.93		\$366,634.59	5.09%	\$44,887.57
ACCUMULATIVE TOTALS THROUGH 9/30/14		\$1,331,180.04		\$453,481.95	\$456,000.00	\$581,400.00	\$2,869,471.26		\$2,835,644.90		\$44,887.57
FISCAL YEAR ENDING 9/30/15		\$186,664.65		\$61,000.00	\$68,000.00	\$96,787.24	\$482,639.68		\$401,126.16	9.41%	\$44,887.57
ACCUMULATIVE TOTALS THROUGH 9/30/15		\$1,517,844.69		\$514,481.95	\$524,000.00	\$678,187.24	\$3,352,010.94		\$3,236,771.06		\$44,887.57
FISCAL YEAR ENDING 9/30/16		\$202,168.97		\$61,000.00	\$68,000.00	\$107,000.00	\$521,298.32		\$85,524.02	12.41%	\$44,887.57
ACCUMULATIVE TOTALS THROUGH 9/30/16		\$1,720,013.66		\$575,481.95	\$592,000.00	\$785,187.24	\$3,873,309.26		\$3,681,983.31		\$44,887.57
FISCAL YEAR ENDING 9/30/17		\$239,500.00		\$65,000.00	\$72,500.00	\$138,000.00	\$608,456.20		\$498,284.09	10.51%	\$44,887.57
ACCUMULATIVE TOTALS THROUGH 9/30/17		\$1,959,513.66		\$640,481.95	\$664,500.00	\$923,187.24	\$4,481,765.46		\$4,185,967.40		\$44,887.57
Fire Dept	Oct-17	\$7,799.05		\$0.00	\$0.00	\$6,400.00	\$14,199.05		\$8,023.71	6.3%	\$43,692.19
Downtown Beautification, Streets Maint	Nov-17	\$49,250.00		\$0.00	\$0.00	\$6,400.00	\$59,914.44		\$4,387.28	-1.5%	\$18,136.35
Downtown Beautification, Streets Maint	Dec-17	\$4,457.45		\$0.00	\$18,750.00	\$6,400.00	\$29,607.45		\$26,373.01	-1.4%	\$19,487.76
Downtown Beautification, Streets Maint	Jan-18	\$49,250.00		\$13,676.45	\$0.00	\$19,400.00	\$89,472.84		\$42,249.75	6.2%	\$20,383.08
Downtown Beautification, Streets Maint	Feb-18	\$0.00		\$0.00	\$0.00	\$6,400.00	\$16,675.73		\$47,148.93	-5.2%	\$20,661.86
Downtown Beautification, Streets Maint	Mar-18	\$49,250.00		\$7,322.99	\$18,750.00	\$6,400.00	\$89,991.72		\$42,296.55	1.2%	\$18,526.38
Downtown Beautification, Parks & Streets Maint	Apr-18	\$0.00		\$0.00	\$0.00	\$6,400.00	\$13,376.01		\$38,459.46	1.4%	\$13,734.03
Downtown Beautification, Parks & Streets Maint	May-18	\$49,250.00		\$6,304.01	\$0.00	\$6,400.00	\$64,959.87		\$23,399.96	-12.4%	\$24,735.16
Downtown Beautification, Parks & Streets Maint	Jun-18	\$2,919.01		\$7,456.66	\$18,750.00	\$6,400.00	\$35,525.67		\$24,936.24	3.8%	\$32,321.49
Downtown Beautification, Parks & Streets Maint	Jul-18	\$6,462.71		\$0.00	\$0.00	\$6,400.00	\$62,112.71		\$39,382.26	-4.7%	\$48,403.06
Downtown Beautification, Parks & Streets Maint	Aug-18	\$16,093.49		\$27,199.37	\$18,750.00	\$6,400.00	\$49,692.86		\$71,706.72	0.2%	\$9,832.11
Downtown Beautification, Parks & Streets Maint	Sep-18	\$14,406.63		\$3,040.52	\$18,750.00	\$6,400.00	\$91,847.15		\$65,252.81	-3.6%	\$21,604.82
FISCAL YEAR ENDING 9/30/18		\$295,500.00		\$65,000.00	\$75,000.00	\$89,800.00	\$617,315.49		\$494,666.74	-0.80%	\$21,604.82
ACCUMULATIVE TOTALS THROUGH 9/30/18		\$2,255,013.66		\$705,481.95	\$739,500.00	\$1,012,987.24	\$5,099,080.95		\$4,680,255.87		\$21,604.82
Fire Dept	Oct-18	\$8,750.56		\$6,458.33	\$0.00	\$6,500.00	\$21,708.89		\$9,002.63	10.8%	\$13,446.12
Downtown Beautification, Streets Maint	Nov-18	\$44,591.67		\$6,458.33	\$0.00	\$6,500.00	\$61,814.44		\$29,971.31	0.0%	\$14,009.73
Downtown Beautification, Streets Maint	Dec-18	\$4,457.45		\$6,458.33	\$19,687.50	\$19,500.00	\$50,103.28		\$26,373.01	0.0%	\$33,154.15
Downtown Beautification, Streets Maint	Jan-19	\$44,591.67		\$6,458.33	\$0.00	\$6,500.00	\$64,696.39		\$42,249.75	0.0%	\$48,248.54
Downtown Beautification, Streets Maint	Feb-19	\$0.00		\$0.00	\$0.00	\$6,500.00	\$23,234.06		\$47,148.93	0.0%	\$13,761.93
Downtown Beautification, Streets Maint	Mar-19	\$44,591.67		\$6,458.33	\$19,687.50	\$6,500.00	\$85,506.23		\$42,296.55	0.0%	\$48,464.69
Downtown Beautification, Streets Maint	Apr-19	\$0.00		\$0.00	\$0.00	\$6,500.00	\$19,934.34		\$38,459.46	0.0%	\$22,762.61
Downtown Beautification, Parks & Streets Maint	May-19	\$44,591.67		\$6,458.33	\$19,687.50	\$6,500.00	\$60,495.86		\$23,399.96	0.0%	\$66,827.79
Fireworks Endowment	Jun-19	\$2,500.00		\$6,458.33	\$0.00	\$6,500.00	\$38,064.85		\$24,936.24	0.0%	\$66,953.30
Downtown Beautification, Parks & Streets Maint	Jul-19	\$44,591.67		\$6,458.33	\$0.00	\$6,500.00	\$64,012.71		\$39,382.26	0.0%	\$84,934.87
Hailey Arts Commission	Aug-19	\$8,000.00		\$19,126.49	\$19,687.50	\$6,500.00	\$40,084.82		\$98,072.52	36.8%	\$7,269.72
Downtown Beautification, Parks & Streets Maint	Sep-19	\$44,591.65		\$6,458.33	\$78,750.00	\$91,000.00	\$91,644.12		\$65,252.81	0.0%	\$18,839.39
FISCAL YEAR ENDING 9/30/18		\$278,050.00		\$77,500.00	\$81,250.00	\$1,039,987.24	\$6,720,380.95		\$5,205,555.87	6.27%	\$18,839.39
ACCUMULATIVE TOTALS THROUGH 9/30/18		\$2,533,063.66		\$782,981.95	\$818,250.00	\$1,103,987.24	\$5,720,380.95		\$5,205,555.87		\$18,839.39

Year-to-date change+10.78% up from FY18, up 17.75% v FY17, 29.37% v FY16, +49.77% compared with FY15, +55.59% compared with FY14, +58.79% compared with FY13, +61.73% when compared with FY 12, +78.66% compared with FY 11 and +67.67% compared with FY10

Month of L.O.T. Payment to Retail Establishment (City receives in month following payment to business) (a) 6/29/12		Lodging & Rental Cars 3% Tax (10 Businesses)	Short Term Rentals 3% (14 ShortTerm sites) 8/31/2016	1% Air	Alcohol Beverages 2% Tax (24 Businesses)	Restaurant Food 1% Tax (32 Businesses)	Monthly Total	Penalty
FYE 9/30/2006 (3 months collected in		\$79,998.51			\$11,959.47	\$31,274.14	\$123,232.12	\$ -
FYE 9/30/2007		\$219,816.63			\$47,957.72	\$105,888.56	\$373,662.91	\$346.34
FYE 9/30/2008		\$215,375.75			\$45,661.79	\$110,790.35	\$371,827.89	\$1,235.38
FYE 9/30/2009		\$163,489.38			\$40,465.86	\$102,727.58	\$306,682.82	\$1,093.57
FYE 9/30/2010		\$163,137.76	\$216.00		\$43,749.89	\$104,365.59	\$311,253.24	\$587.02
FYE 9/30/2011		\$158,010.54	\$94.84		\$45,845.48	\$111,747.96	\$315,603.98	\$750.76
FYE 9/30/2012		\$170,970.28	\$258.21		\$48,144.39	\$115,899.49	\$335,014.16	\$579.20
2013	October	\$10,989.18			\$3,906.61	\$9,831.86	\$24,727.65	
	November	\$5,680.11			\$3,516.90	\$8,161.64	\$17,358.65	\$23.71
	December	\$9,849.62			\$4,487.07	\$9,860.14	\$24,196.83	\$160.94
	January	\$19,615.93			\$3,759.53	\$8,931.63	\$32,307.09	\$116.39
	February	\$13,268.78			\$3,410.28	\$7,913.45	\$24,592.51	\$65.04
	March	\$14,751.56			\$3,876.48	\$9,023.87	\$27,651.91	\$30.62
	April	\$7,451.49			\$3,578.40	\$8,670.55	\$19,700.44	\$40.98
	May	\$6,783.24			\$3,632.67	\$9,618.13	\$20,034.04	\$10.47
	June	\$12,494.74			\$4,354.93	\$11,213.33	\$28,063.00	\$3.27
	July	\$32,995.15			\$5,792.47	\$14,218.80	\$53,006.42	\$131.88
August	\$29,520.10			\$4,464.79	\$12,325.52	\$46,310.41	\$4.21	
September	\$17,141.91			\$3,745.95	\$10,013.45	\$30,901.31	\$68.30	
FYE 9/30/2013		\$180,541.81	\$376.92		\$48,526.08	\$119,782.37	\$348,850.26	\$655.81
2014	October	\$12,964.45	Short Term Lodging	1% Air	\$4,105.86	\$10,401.01	\$27,471.32	\$36.19
	November	\$6,237.77			\$3,430.24	\$8,430.01	\$18,096.02	\$20.42
	December	\$10,933.32			\$4,388.46	\$10,262.27	\$25,584.05	\$92.66
	January	\$18,567.51		\$6,189.17	\$3,910.17	\$9,398.65	\$38,065.50	\$23.37
	February	\$11,064.50		\$3,688.17	\$3,739.47	\$8,660.50	\$27,152.63	\$137.66
	March	\$15,172.04		\$5,057.35	\$3,925.28	\$9,295.35	\$33,450.02	\$63.01
	April	\$6,850.05		\$2,283.35	\$3,457.39	\$8,730.85	\$21,321.64	\$102.95
	May	\$6,877.71		\$2,292.57	\$3,968.88	\$10,375.11	\$23,514.27	\$21.36
	June	\$14,531.22		\$4,843.74	\$4,277.78	\$10,208.54	\$33,861.28	\$90.77
	July	\$38,172.29		\$12,724.10	\$5,060.02	\$13,959.52	\$69,915.93	\$35.52
August	\$35,089.57		\$11,896.52	\$4,868.72	\$13,360.96	\$65,015.77	\$217.67	
September	\$18,106.04		\$6,035.35	\$4,097.50	\$10,877.31	\$39,116.19		
FYE 9/30/2014		\$194,566.46	\$468.95	\$54,810.31	\$49,229.77	\$123,960.08	\$422,566.62	\$841.58
2015	October	\$12,691.14		\$4,230.38	\$3,742.71	\$10,462.09	\$31,126.32	
	November	\$7,101.44		\$2,367.15	\$3,284.25	\$8,615.01	\$21,367.85	\$8.25
	December	\$13,481.33		\$4,493.78	\$4,732.64	\$10,604.34	\$33,312.09	\$6.24
	January	\$25,612.11		\$8,537.37	\$4,056.87	\$10,211.62	\$48,417.97	\$416.85
	February	\$17,063.45		\$5,687.82	\$3,908.54	\$8,999.06	\$35,658.86	\$18.54
	March	\$17,258.20		\$5,752.73	\$3,841.35	\$10,146.58	\$36,998.86	
	April	\$7,645.85		\$2,548.62	\$4,570.96	\$9,591.02	\$24,356.45	\$7.19
	May	\$9,329.27		\$3,109.76	\$4,314.35	\$11,239.82	\$27,993.19	\$31.04
	June	\$15,918.40		\$5,306.13	\$4,227.42	\$12,415.50	\$37,867.45	\$40.39
	July	\$35,824.33		\$11,941.44	\$5,590.29	\$15,277.28	\$68,633.34	\$431.82
August	\$36,288.75		\$12,096.25	\$5,133.03	\$14,215.68	\$67,733.71	\$291.78	
September	\$19,662.73		\$6,554.24	\$4,242.39	\$11,874.48	\$42,333.84	\$78.45	
FYE 9/30/2015		\$217,876.99	\$797.14	\$72,625.66	\$51,644.80	\$133,652.48	\$475,799.93	\$1,330.55
2016	October	\$11,899.81		\$3,966.60	\$5,292.77	\$13,947.77	\$35,106.95	\$105.80
	November	\$8,327.49		\$2,775.83	\$3,565.44	\$9,064.42	\$23,733.18	\$28.26
	December	\$17,360.55		\$5,786.85	\$4,930.31	\$12,058.01	\$40,135.72	\$319.07
	January	\$31,143.56		\$10,381.19	\$4,206.79	\$9,221.14	\$54,952.68	\$278.27
	February	\$21,003.14		\$7,001.05	\$4,084.37	\$10,233.65	\$42,322.20	\$582.37
	March	\$20,500.88		\$6,833.63	\$4,065.98	\$10,031.10	\$41,431.58	\$29.24
	April	\$9,296.36		\$3,098.79	\$3,609.19	\$10,033.39	\$26,037.73	\$43.99
	May	\$9,723.02		\$3,241.01	\$3,907.26	\$10,786.14	\$27,657.42	\$21.16
	June	\$20,961.08	\$790.97	\$6,987.03	\$3,614.62	\$12,413.73	\$44,767.43	\$431.63
	July	\$44,455.31	\$1,631.03	\$15,362.11	\$5,981.69	\$15,527.67	\$82,957.81	\$258.70
August	\$40,581.52	\$164.84	\$13,582.12	\$5,232.05	\$14,255.42	\$73,815.94		
September	\$24,016.60	\$1,008.91	\$8,341.84	\$4,594.61	\$13,087.39	\$51,049.35	\$112.93	
FYE 9/30/2016		\$259,289.30	\$3,956.75	\$87,358.03	\$53,085.08	\$140,659.83	\$543,967.99	\$2,191.42
2017	October	\$11,324.80	\$198.69	\$3,841.16	\$4,716.23	\$11,768.22	\$31,849.10	\$225.45
	November	\$10,679.94	\$254.88	\$3,644.94	\$3,724.29	\$9,652.70	\$27,956.75	\$185.97
	December	\$19,895.63	\$1,213.96	\$7,036.53	\$5,231.50	\$12,088.16	\$45,465.78	\$23.27
	January	\$33,836.28	\$104.25	\$11,313.51	\$4,484.51	\$11,058.08	\$60,796.63	\$32.72
	February	\$25,161.36	\$141.54	\$8,434.30	\$4,314.73	\$10,765.56	\$48,817.49	\$673.49
	March	\$21,701.41	\$961.64	\$7,554.35	\$4,559.88	\$11,445.78	\$46,223.05	\$78.86
	April	\$11,793.08	\$118.68	\$3,970.59	\$3,720.34	\$10,376.46	\$29,979.14	\$282.05
	May	\$8,837.87	\$57.39	\$2,965.09	\$3,984.51	\$11,607.10	\$27,451.95	\$83.13
	June	\$21,378.98	\$669.73	\$7,349.57	\$4,472.98	\$14,092.52	\$47,963.77	\$22.68
	July	\$49,282.56	\$103.56	\$16,462.04	\$6,839.39	\$15,014.21	\$87,701.76	\$141.09
August	\$45,215.11	\$488.14	\$15,234.42	\$5,536.84	\$15,270.28	\$81,744.78	\$176.94	
September	\$23,426.65	\$644.48	\$8,023.71	\$4,400.50	\$12,732.48	\$49,227.81	\$18.68	
FYE 9/30/2017		\$282,533.65	\$4,956.92	\$95,830.19	\$55,985.70	\$145,871.55	\$585,178.01	\$1,944.33
2018	October	\$12,988.91	\$172.92	\$4,387.28	\$4,525.47	\$12,148.44	\$34,223.01	\$44.89
	November	\$13,559.97	\$197.58	\$4,585.85	\$3,914.71	\$9,882.57	\$32,140.68	\$349.44
	December	\$21,141.61	\$915.13	\$7,352.25	\$5,436.18	\$12,984.48	\$47,829.64	\$116.77
	January	\$31,381.81	\$333.41	\$10,571.74	\$4,578.33	\$11,044.17	\$57,909.45	\$88.10
	February	\$25,381.49	\$139.28	\$8,506.92	\$4,201.95	\$10,467.08	\$48,696.71	\$1,106.86
	March	\$20,771.12	\$759.75	\$7,176.96	\$4,745.30	\$11,400.11	\$44,853.24	\$137.14
	April	\$9,064.41	\$27.75	\$3,030.72	\$3,886.69	\$10,391.44	\$26,401.01	\$58.44
	May	\$8,812.25	\$197.05	\$3,003.10	\$4,055.27	\$12,397.85	\$28,465.51	\$43.40
	June	\$18,840.85	\$1,105.80	\$6,648.88	\$4,506.01	\$15,249.80	\$46,351.34	\$93.33
	July	\$48,472.58	\$1,198.69	\$16,557.09	\$6,356.58	\$16,708.22	\$89,293.15	\$75.30
August	\$43,491.36	\$973.55	\$14,821.64	\$5,625.70	\$15,365.90	\$80,278.14	\$33.99	
September	\$25,394.34	\$1,613.55	\$9,002.63	\$4,679.93	\$13,616.14	\$54,306.59	\$245.37	
FYE 9/30/2018		\$279,300.67	\$7,634.44	\$95,645.04	\$56,512.12	\$151,656.20	\$590,748.47	\$2,393.03
GRAND TOTAL SINCE INCEPTION		\$2,584,887.74	\$10,704.73	\$310,624.19	\$542,256.03	\$1,346,619.98	\$4,513,639.93	\$11,555.94

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11/07/18

Accrual Basis

The Chamber- Hailey, Wood River Valley
Profit & Loss by Class
October 2018

	LOT (PROGRAM)	Total PROGRAM
Ordinary Income/Expense		
Expense		
50050 · Payroll & Benefit Expenses		
50057 · Salary Expense		
50052 · Visitor Services	2,526.00	2,526.00
50057 · Salary Expense - Other	0.00	0.00
	<hr/>	<hr/>
Total 50057 · Salary Expense	2,526.00	2,526.00
50060 · Payroll Taxes	231.00	231.00
	<hr/>	<hr/>
Total 50050 · Payroll & Benefit Expenses	2,757.00	2,757.00
50220 · Telephone & Communications Exp.	81.24	81.24
50230 · Computer & Internet Exp.	9.99	9.99
60035 · Printing & Reproduction	31.91	31.91
	<hr/>	<hr/>
Total Expense	2,880.14	2,880.14
	<hr/>	<hr/>
Net Ordinary Income	-2,880.14	-2,880.14
	<hr/>	<hr/>
Net Income	-2,880.14	-2,880.14
	<hr/> <hr/>	<hr/> <hr/>

THE CHAMBER LOT EXPENSE REPORT FOR 2017-2018

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	TOTAL
Visitor Inquiries:													
Total Number of Members	367												367
E-mails answered	67												67
Visitor Count	162												162
Phone Inquiries	185												185
Relocation Packages/Information	6												6
Referrals to Local Businesses	75												75
Press Releases/Articles	7												7
Website Unique Visitors	3,076												3,076
Website Total Visits	3,625												3,625
Website Pages	6,862												6,862
Facebook Posts	121												121
Facebook Fans	9,499												9,499
Facebook Videos (unique Views)	9,584												9,584
Facebook Total Reach (unique users)	43,274												43,274
Special Events/ Business Promotion													
Arborfest (May)													
Skijoring													
Fiddler's State Championship													
Flowers on Main St													
5B Father's Day Bash (June)													
Halloween Hoopla (October)													
Holiday Hoopla (December)													
July 4th Days of the Old West (July)													
Memorial Day (May)													
Sheep Town Drags (June)													
Skate Complex													
Trailing of the Sheep (October)													
Turkey Trot													
Wood River Valley Harvestfest (September)													
Promote Halley/business													
Event Insurance													
Copies	31.91												31.91
Website Updates													
Misc./Event supplies													
Event Administration													
Visitor Center Staffing	2,757.00												2,757.00
Merchant Account Fees													
Telephone/Internet	81.24												81.24
Computer Exp./Dropbox	9.99												9.99
Brochures and Mailhouse													
TOTAL	2,880.14	-	-	-	-	-	-	-	-	-	-	-	2,880.14

CASH FLOW of 1% LOT for FYE 17 (October - September revenues and receipt of funds)

HAILEY	BED/CAR3%	BED/CAR1%	TOTAL	TOTAL 1%	MINUS COST	NET
OCT	13,161.83	4,387.28	4,387.28	4,387.28	(122.84)	4,264.44
NOV	13,757.55	4,585.85	4,585.85	4,585.85	(128.40)	4,457.45
DEC	22,056.74	7,352.25	7,352.25	7,352.25	(205.86)	7,146.39
JAN	31,715.22	10,571.74	10,571.74	10,571.74	(296.01)	10,275.73
FEB	25,520.77	8,506.92	8,506.92	8,506.92	(238.19)	8,268.73
MAR	21,530.87	7,176.96	7,176.96	7,176.96	(200.95)	6,976.01
APR	9,092.16	3,030.72	3,030.72	3,030.72	(84.86)	2,945.86
MAY	9,009.30	3,003.10	3,003.10	3,003.10	(84.09)	2,919.01
JUNE	19,946.65	6,648.88	6,648.88	6,648.88	(186.17)	6,462.71
JULY	49,671.27	16,557.09	16,557.09	16,557.09	(463.60)	16,093.49
AUG	44,464.91	14,821.64	14,821.64	14,821.64	(415.01)	14,406.63
SEPT	27,007.89	9,002.63	9,002.63	9,002.63	(252.07)	8,750.56
			0	0	0	0
			0	0	0	0
			0	0	0	0
Total	286,935.16	95,645.05		95,645.06	(2,678.06)	92,967.00
			TOTAL FY	95,645.06		

PAYABLE: SUN VALLEY AIR SERVICES BOARD
 ACCOUNT CODE: 100-10-41707
 email kathleen kschwartzberger@ketchumidaho.gov

DEVELOPMENT IMPACT FEE CASH FLOW

10/31/2018

REVENUE

	FY8-13	FYE 14	FYE 15	FYE 16	FYE 17	FYE 18	FYE 19	TOTALS
		9/30/2014	9/30/2015	9/30/2016	9/30/2017	9/30/2018	10/31/2018	
DIF - PARKS	73,894	2,640	2,058	2,760	11,600	6,650	-	99,602
DIF - POLICE	39,257	6,478	5,885	9,824	217	-	-	61,661
DIF - TRANSP	230,177	44,189	25,943	91,812	73,123	42,775	-	508,018
DIF - FIRE	173,119	14,148	16,864	39,290	22,008	17,663	-	283,092
DIF - CIP	13,391	2,965	1,938	4,313	5,638	2,374	-	30,620
					<i>WiseGuy agr</i>			
	529,838	70,420	52,688	147,998	112,586	69,462	-	982,993

Int FYE 09	690.37	
Int FYE 10	572.52	
Int FYE 11	766.40	
Int FYE 12	588.57	
Int FYE 13	231.40	
Int FYE 14	186.99	
Int FYE 15	166.25	
Int FYE 16	716.45	3,918.95
Int FYE 17	1,008.97	
Int FYE 18	2,505.63	
Int FYE 19	538.73	
Expenses, actual and proposed thru FY18	(781,182.40)	
DIF bal	209,782.57	Incl interest
Cash in LGIP	209,754.41	10/31 w/ xfr in

Difference (FY18 yet to expend: PW4P) 28.16 XF'd to gen fu

RECAP BY CATEGORY, not including interest

	PARKS	POLICE	CIP	TOTAL
FEES	99,602	61,661	30,620	982,993
EXPENSES FYE 08				30,000
EXPENSES FYE 09,10				18,567
EXPENSES FYE 11	63,070			63,070
EXPENSES FYE 12	-		7,500	218,749
EXPENSES FYE 13	8,224			8,224
EXPENSES FYE 15			9,500	54,695
EXPENSES FYE 16	12,300	31,981		85,255
EXPENSES FYE 17		29,681		164,371
EXPENSES FYE 18				138,252
BALANCE to EXPEND	16,008	(0)	13,620	201,810
FY 18 Budgeted Expenses				
Anticipated Bal 9/30/18	16,008	(0)	13,620	201,810

<i>firetruck totals spent (CIP and DIF)</i>	
27,224	fye 16
304,223	fye 17
331,447	TOTAL
<i>firetruck totals spent (DIF)</i>	
27,224	
134,690	
161,914	DIF
169,533	CIP

RECAP, WITH PROJECTED SPENDING OF DIF FOR CAPITAL PROJECTS FYE11-18

	PARKS	POLICE	CIP	TOTAL
Truck/Street Dept				
Skatepark Expansion	(22,070)			
Skatepark Irr. Syst	(21,000)			
RV Dump Station	(20,000)			
Fire Station Design				
Woodside Roundabout				
Firetruck - used				
R Caplan CIP update			(7,500)	
TischlerBise			(9,500)	
Skatepark	(8,224)			
FY16 Proposed and Spent:				
Snow Plow Wing				
HPD Station		(25,634)		
Park Projects	(12,300)			
Fire Truck FY 16				
Street Projects FY17				
Public Safety Bldg FY17		(36,027)		
Fire Truck FY 17				
Broadford Road Bal CGP				
Chipper/Spreader 30% 74K				
PW4P 2nd, Croy FY18				
Total FYE 11-18 (budgeted)	83,594	61,661	17,000	781,182

184,617	SCBA
(15,084)	from HFD Op



10/31/2018

CITY OF HAILEY INVESTMENT REPORT

FUND	<i>Oct interest</i>	STATE INV POOL	PIPER JAFF	TOTAL
		2.269%		
GENERAL (includes Fireworks and PARK)		2,071,825.72		2,071,825.72
CAPITAL PROJECTS		838,485.48		838,485.48
CAPITAL PROJECTS	DIF Reserve	209,754.41		209,754.41
CAPITAL PROJECTS	Public Art	31,499.48		31,499.48
CAPITAL PROJECTS	Pathways 4 P	508,535.58		508,535.58
COLORADO GULCH ANNEX FEES		2,053.33		2,053.33
RODEO PARK PROPETY TAX RCPTS		99,970.79		99,970.79
WATER REVENUE		2,625,324.22		2,625,324.22
WASTE WATER REV		1,547,568.79		1,547,568.79
WASTE WATER BOND RESERVE		587,666.39		587,666.39
WASTE WATER BIOSOLIDS BOND		806,739.02		806,739.02
WATER REPLACEMENT		2,496,936.87	-	2,496,936.87
WASTE WATER REPLACEMENT		1,317,025.44		1,317,025.44
TOTAL		13,143,385.52	-	13,143,385.52

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/2018 **DEPARTMENT:** Admin/Legislative **DEPT. HEAD SIGNATURE:** HD

SUBJECT:

Appointments to Hailey Arts and Historic Preservation Commission – Reappointment of two members and appointment of two new members.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code 2.12
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Susan Giannettino and Frank Rowland wish to be reappointed to the Hailey Parks and Lands Board. Their current terms expire December 31, 2018. Michele Johnson is interested in being appointed to another position which expires December 2018, formerly held by Jim Keating. Pete Kramer is interested in being appointed the position formerly held by Morgan Buckert, which expires December 2019.

The Commission has recommended all four of these appointments. The attached Resolution will confirm their appointments and set their terms.

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	___ 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:

Motion to approve Resolution 2018-143 setting the Hailey Arts and Historic Preservation Commission appointments and terms of Susan Giannettino, Frank Rowland, and Michele Johnson through December 31, 2021, and Peter Kramer through December 31, 2019.

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 2018-143

**A RESOLUTION OF THE HAILEY CITY COUNCIL
TO SET APPOINTMENTS AND TERMS OF OFFICE FOR A NINE MEMBER
ARTS AND HISTORIC PRESERVATION COMMISSION**

WHEREAS, the City Council of the City of Hailey, Idaho deems it in the best interest of the City to have an active and productive Arts and Historic Preservation Commission and to receive the recommendations of the Arts and Historic Preservation Commission.

WHEREAS, the Mayor and City Council of the City of Hailey has adopted Hailey Ordinance No. 1124, which merged the Arts Commission and the Hailey Historic Preservation Commission.

WHEREAS, the Hailey Arts and Historic Preservation Commission wish to appoint interested and qualified members to the maximum size allowed under Hailey Ordinance No. 1124, which allows not more than 9 and not less than 5 voting members.

WHEREAS, the Hailey City Council accepts the Hailey Arts and Historic Preservation Commission's recommendation for a new appointment to the open seat:

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

In accordance with Hailey Ordinance No. 1124, the City of Hailey appoints a nine-member Arts and Historic Preservation Commission 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>
3 Year Term	Joan Davies	December 31, 2019
3 Year Term	Daniel Hansen	December 31, 2019
3 Year Term	<u>Michele Johnson</u>	<u>December 31, 2019</u> (replaces Morgan Buckert)
3 Year Term	Carol Waller	December 31, 2020
3 Year Term	Errin Bliss	December 31, 2020
3 Year Term	Toni Whittington	December 31, 2020
3 Year Term	<u>Pete Kramer</u>	<u>December 31, 2021</u> (replaces Jim Keating)
3 Year Term	<u>Frank Rowland</u>	<u>December 31, 2021</u> (reappointment)
3 Year Term	<u>Susan Giannettino</u>	<u>December 31, 2021</u> (reappointment)

THIS RESOLUTION IS ADOPTED this 26th day of November, 2018.

ATTEST:

Fritz X. Haemmerle, Mayor
City of Hailey

Mary Cone, City Clerk

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/2018 **DEPARTMENT:** Admin/Legislative **DEPT. HEAD SIGNATURE:** HD

SUBJECT:
Appointment to Hailey Parks and Lands Board – Reappointment of two members

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code 2.12
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Lamar Waters and Sarah Gress wish to be reappointed to the Hailey Parks and Lands Board. Their current terms expire December 31, 2018.

The attached Resolution sets their next three-year terms to expire December 31, 2021.

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	___ 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:

Motion to approve Resolution 2018-~~144~~ setting the Hailey Parks and Lands Board appointments and terms of Sarah Gress and Lamar Waters through December 31, 2021.

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record *Additional/Exceptional Originals to: _____
Copies (all info.): _____ Copies (AIS only) _____
Instrument # _____

HAILEY RESOLUTION 2018-144

**A RESOLUTION OF THE HAILEY CITY COUNCIL
TO SET APPOINTMENTS AND TERMS OF OFFICE FOR
THE HAILEY PARKS & LANDS BOARD**

WHEREAS, the City Council of the City of Hailey, Idaho deems it in the best interest of the City to have an active and productive Parks & Lands Board and to receive the committee's recommendations.

WHEREAS, the Mayor and City Council of the City of Hailey has adopted Hailey Resolution 2016-058 which establishes bylaws governing the Parks & Lands Board authorities.

WHEREAS, the Hailey City Council accepts the Hailey Parks & Lands Board's recommendation to reappoint two members to the Parks & Lands Board.

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

The City of Hailey appoints a seven-member Hailey Parks & Lands Board 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>
3 Year Term	Darin Sales	December 31, 2019
3 Year Term	Matt Spencer	December 31, 2019
3 Year Term	Bob Wiederrick	December 31, 2020
3 Year Term	Henno Heuter	December 31, 2020
3 Year Term	Nancy Linscott	December 31, 2020
3 Year Term	Lamar Waters	December 31, 2021 (reappointment)
3 Year Term	Sara Gress	December 31, 2021 (reappointment)

THIS RESOLUTION IS ADOPTED this 26th day of November, 2018.

ATTEST:

Fritz X. Haemmerle, Mayor
City of Hailey

Mary Cone, City Clerk

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/2018 **DEPARTMENT:** Admin/Legislative **DEPT. HEAD SIGNATURE:** HD

SUBJECT:
Appointment to Hailey Urban Renewal Agency – Reappointment of Sandy Viau

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code 2.12
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Sandy Viau is willing to be reappointed to the Hailey Urban Renewal Agency. Her current term expires December 31, 2018.

The attached Resolution sets a five-year term to expire December 31, 2023.

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: (IFAPPLICABLE)

___ 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:

Motion to approve Resolution 2018-145 setting the reappointment of Sandy Viau to the Hailey Urban Renewal Agency board for a five-year term.

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 2018-145

A RESOLUTION OF THE HAILEY MAYOR AND CITY COUNCIL TO SET APPOINTMENTS AND TERMS OF OFFICE FOR THE FIVE-MEMBER HAILEY URBAN RENEWAL AGENCY

WHEREAS, the Mayor and Hailey City Council adopted, on April 11, 2011, Hailey Ordinance No. 1081 adopting a new Chapter 2.40 of the Hailey Municipal Code entitled Hailey Urban Renewal Agency;

WHEREAS, the Mayor and Hailey City Council of the City of Hailey created an independent public body, corporate and politic, known as the Urban Renewal Agency, with five members to act as the Board of Commissioners for the Urban Renewal Agency;

WHEREAS, Hailey Ordinance No. 1081 provides that the commissioners on the Board of Commissioners of the Urban Renewal Agency shall serve terms not to exceed five (5) years;

WHEREAS, the Mayor and Hailey City Council adopted Resolution No. 2011-10, on April 11, 2011 setting the various staggered initial terms of service for the board ending on March 30;

WHEREAS, the Mayor and City Council adopted Resolution 2014- 09, adjusting the terms of service for the board to end on December 31 of staggered years;

WHEREAS, the Mayor and City Council adopted Resolution 2015-115, reappointing 2 members;

WHEREAS, the City of Hailey appointed a board member (Resolution 2016-45) to fill a vacant seat to the Urban Renewal Agency Board to fill terms expiring December 2018;

WHEREAS, the City of Hailey appointed a board member (Resolution 2016-80) to fill a vacant seat to the Urban Renewal Agency Board to fill terms expiring December 2020;

WHEREAS, the City of Hailey appointed a board member (Resolution 2018-009) to fill a vacant seat to the Urban Renewal Agency Board to fill a term expiring December 2019;

WHEREAS, the City of Hailey wishes to reappoint a board member whose term would expire December 2018 to a five-year term.

NOW, THEREFORE, BE IT RESOLVED by the Hailey City Council and the Mayor of the City of Hailey, that in accordance with Hailey Ordinance No. 1081, the City of Hailey establishes a five (5) member board of commissioners of the Hailey Urban Renewal Agency Board, with no term exceeding five (5) years, for the following staggered terms:

<u>APPOINTEE</u>	<u>TERM EXPIRES</u>
Don Keirn	December 31, 2019
Martha Burke	December 31, 2019
Walt Denekas	December 31, 2020
Larry Schwartz	December 31, 2020
Sandy Viau	December 31, 2023 (Reappointment)

THIS RESOLUTION IS ADOPTED this 26th day of November, 2018.

ATTEST:

Fritz X. Haemmerle, Mayor, City of Hailey

Mary Cone, City Clerk

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18 **DEPARTMENT:** Community Development/Public Works **DEPT. HEAD**
SIGNATURE: LH/BY

SUBJECT: Summary of the November, 2018 Hailey Town Square public outreach

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code: 2010 Hailey
Downtown Strategic Plan, 2013 Urban Renewal Gateway Plan
(IF APPLICABLE)

ATTACHMENTS TO THIS REPORT:

- 1) Maps 1 and 2 from community "Dot" Exercise
- 2) Summary of community "Dot" Exercise
- 3) Options 1 and 2 for First Avenue Town Square Layout
- 4) Public Outreach Timeline

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 (Report in October 1, 2018 CC packet). 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 Council reviewed the report at their October 1, 2018 meeting.

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 staff-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.

The Council discussed the two staff-preferred sites at their October 1 meeting. They directed staff to proceed to the next level of planning and outreach while taking an extra step to review these two finalist sites (or any others that might surface) with the public as part of the outreach.

Two public workshops were conducted: November 5th (City Council Chambers) and November 13 (Hailey Library): Hailey Public Library. The workshops were conducted in an open house format, where the community looked at various issues, at stations around the room. The stations culminated with "voting" for their preferred site. Each participant voted with three dots. Green was used for the first-choice site, yellow for the second choice, and red for the third choice (Attachment 1, Maps 1 and 2 from community "Dot" Exercise). At the November 5th workshop, the following additional sites were identified by the Community (see Attachment 2, Maps 1 and 2 from community Dot exercise):

Additional Site Locations for the proposed Town Square

Site Proposed	Location	Private/Public
A	W Croy Street, between the Hailey Library and the Hailey Hotel.	Public
B	Corner of S Main Street and E Croy Street, where Chaplita's is currently located	Private
C	E Carbonate Street, between The Sun Valley	Public

Summary of November, 2018 Town Square Workshops

Site	Size	Total Points scored by citizen "dot" exercise	Additional Notes
Site A: in Croy Street right of way between Hailey Library and the old Rialto Hotel	12,000 square feet	124	Within public right of way (no land purchase costs) Site on Main Street: noted by some participants to be noisy Site is within the URA Boundary
Site E: In first Avenue right of way for a portion of the block between Bullion and Carbonate Streets	10,000 square feet	102	Within public right of way (no land purchase costs) Noted by numerous businesses in the vicinity that parking is heavily utilized Site is not within the URA Boundary
Site G: private lot on Croy Street	9,000 square feet	81	Would require purchase: appraised value \$269,374 Site is within the URA Boundary
Site B: private lot on Croy and Main Street	Portion of 18,000 square foot site		Would require purchase and partnership with the private sector. Site is within the URA Boundary

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 City Administrator Engineer Building
 Library Planning Fire Dept. _____
 Safety Committee P & Z Commission Police _____
 Streets Public Works, Parks Mayor _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

The next step in the Town Square workshop process is to identify programmatic needs and goals (Attachment 4, Public Outreach Timeline). The Council can consider the following options:

- A. Proceed with the top four sites in to the Programmatic Workshops
- B. Identify a Preferred Site amongst the top four sites

Motion to direct staff to: A or B above, as discussed by the Council.

ADMINISTRATIVE COMMENTS/APPROVAL:

**Cast Your
Vote!**

C

B

D

A

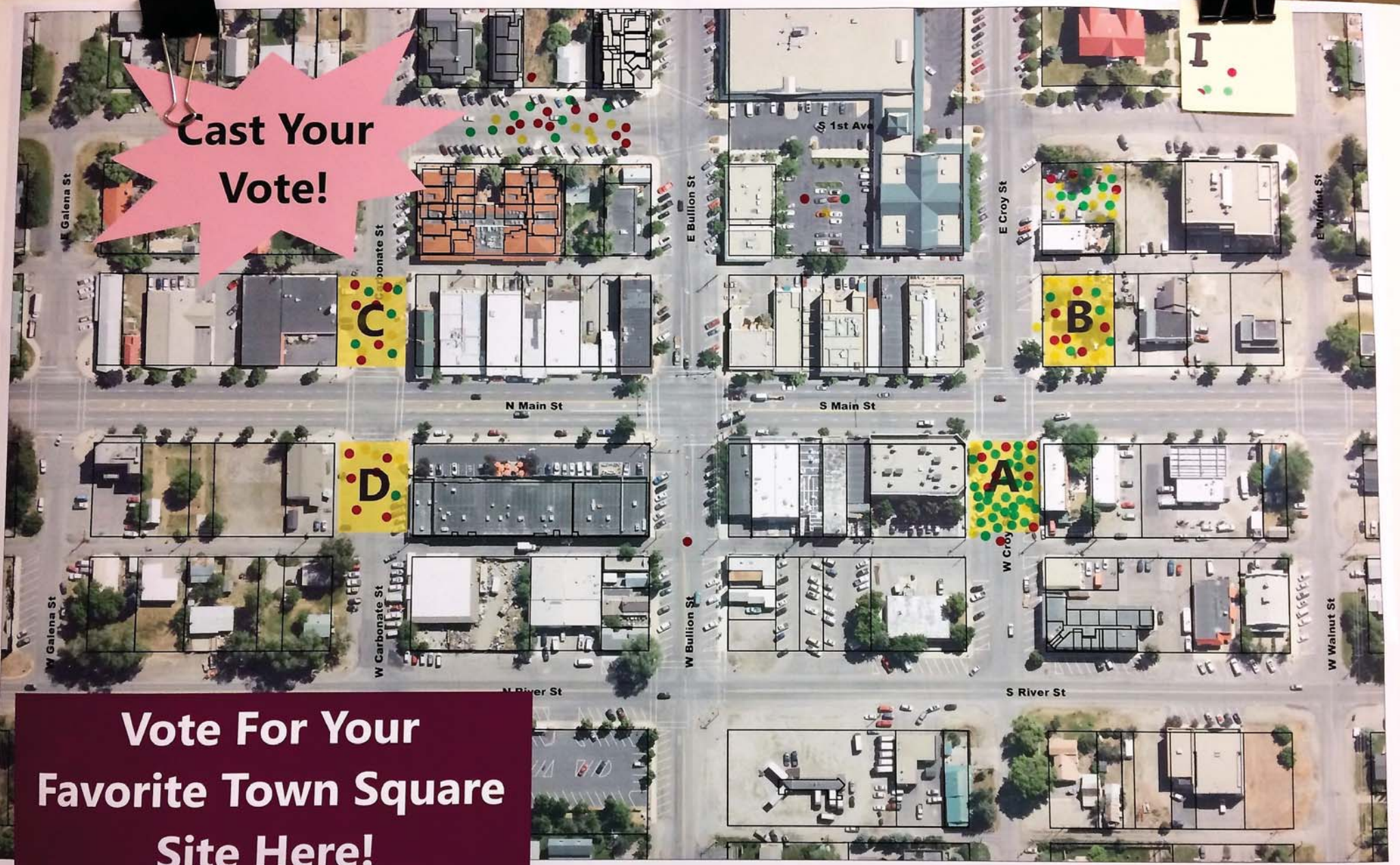
I

**Vote For Your
Favorite Town Square
Site Here!**

November 13, 2018 Workshop Map

*Note: Votes from this workshop may have been cast on the November 5, 2018 Workshop Map

1 inch equals 50 feet



**Cast Your
Vote!**

**Vote For Your
Favorite Town Square
Site Here!**

**November 5, 2018
Workshop Map**

**DEMISHA
WHOLE BLOCKS**



1 inch equals 50 feet



*Move the 'Loop
Garden to Poetry*



CONCEPTUAL

1st Street Town Square Concept 1

CITY OF HAILEY
PUBLIC WORKS
DEPARTMENT



SCALES SHOWN ARE FOR 11"X17"
SHEETS ONLY

PROJECT INFORMATION
Town Square Concept 1 11.12.2018

NO.	DATE	REVISIONS



NO DATE

REVISIONS

SCALES SHOWN ARE FOR 11"x17" SHEETS ONLY

PROJECT INFORMATION
Town Square 11.12.2018



CITY OF HAILEY
PUBLIC WORKS
DEPARTMENT

1st Street Town Square Concept 1

CONCEPTUAL

Coming Soon: A Town Square Intended for Hailey.



Compiling the Data:

Total # of Dots for Each Location			
Letter	Green	Yellow	Red
A	33	7	11
B	6	18	11
C	5	8	8
D	1	3	8
E	21	12	15
F	1	0	2
G	14	14	11
H	1	2	3
I	3	0	2
J	1	1	0
K	5	10	4

Total # by Points				
Letter	Green (x3)	Yellow (x2)	Red (x1)	Total Points
A	99	14	11	124
B	18	36	11	65
C	15	16	8	39
D	3	6	8	17
E	63	24	15	102
F	3	0	2	5
G	42	28	11	81
H	3	4	3	10
I	9	0	2	11
J	3	2	0	5
K	15	20	4	39

Legend:



Workshop One:

Location: Hailey Council Chambers

When: November 5, 2018 at 6:30pm

How many people attended: 20 people

Workshop Two:

Location: Hailey Public Library

When: November 13, 2018 at 4:30pm

How many people attended: 80 people

Public Comment:

- ⇒ Who is **paying** for this?
- ⇒ What about **parking**? If you take away our parking, our businesses will suffer. We need a parking garage to meet our parking needs!
- ⇒ No **green space/parks** off of Main Street. Consider other options that would connect existing green space/parks, community activities and could be a hub for more activity.
- ⇒ Consider **long term goals** and **large scale improvements** (River Street). What is the future vision of Hailey?
- ⇒ What about the **Hope Community Garden** location? It's quiet, ideal for the holidays (tree lighting ceremony), and has little impact on businesses.
- ⇒ **East side** of Main Street is more conducive to a Town Square.
- ⇒ **Visibility** is key! The Town Square should be visible from Main Street. The Library is a great community 'anchor' for a Town Square.
- ⇒ A Town Square would create a more **pedestrian-friendly** downtown, reducing vehicular traffic and creating a space that is **safe and welcoming** for residents and visitors alike.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 11/26/18

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY _____

SUBJECT: Water Smarty lawn replacement rebate program update

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Water Smarty, the City's lawn replacement rebate program, is wrapping up its third season. The first year of the program, 2016, was funded by an Idaho Water Resource Board grant and City funds. 2017 and 2018 were funded by a U.S. Bureau of Reclamation grant, an Idaho Water Resource Board grant, and City funds.

24 projects were completed in 2017 and 2018, removing 26,880 square feet of lawn. 10 projects are pending. It is too early to fully assess water savings results, as a good portion of the projects were completed in just the last couple of months, and a couple of properties had leak issues. However, so far, the water savings vary widely from property to property, with some properties saving water, and some using more water. Next year's water usage (or even several years of tracking usage data) is likely to be a more meaningful gauge of water savings.

The program was modified for 2017 and 2018, to require that 75% of the lawn replacement material be a permeable hardscape such as gravel, crushed rock, pavers, or decomposed granite. The change was made to *eliminate* watering over a significant portion of the converted area in an attempt to achieve greater water savings. The long term results are not yet known.

Water Smarty still has just under \$60,000 in rebate funds available. The U.S. Bureau of Reclamation extended the grant completion schedule to December 31, 2019 to allow the City one more season to expend the funds. A copy of the extension is attached (no City signature required). The Idaho Water Resource Board has also informally approved an extension of their grant, and expects to send us a grant agreement amendment in the next month or two. The end date of that agreement will also be December 31, 2019.

The Wood River Land Trust will continue to be the Water Smarty workshop provider for 2019. Currently, at least four workshops are planned: two for January 2019, one in spring and one in summer.

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 type="checkbox"/> Streets
<input type="checkbox"/> City Clerk	<input type="checkbox"/> Planning	<input type="checkbox"/> Treasurer
<input type="checkbox"/> Building	<input type="checkbox"/> Police	<input type="checkbox"/> _____
<input type="checkbox"/> Engineer	<input checked="" type="checkbox"/> Public Works	<input type="checkbox"/> _____
<input type="checkbox"/> Fire Dept.	<input type="checkbox"/> P & Z Commission	<input type="checkbox"/> _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

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./Agrmt./Order Originals: Record

Copies (all info.):

Instrument # _____

*Additional/Exceptional Originals to: _____

Copies (AIS only)

**UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF RECLAMATION
ASSISTANCE AGREEMENT**

1A. AGREEMENT NUMBER R17AP00034		1B. MOD NUMBER 002		2. TYPE OF AGREEMENT <input checked="" type="checkbox"/> GRANT <input type="checkbox"/> COOPERATIVE AGREEMENT		3. CLASS OF RECIPIENT City or Township Government	
4. ISSUING OFFICE Bureau of Reclamation Financial Assistance Support Section P.O. Box 25007, Mail Code 84-27814 Denver Colorado 80225				5. RECIPIENT City Of Hailey 115 S. Main St. S, Suite H Hailey, ID 83333-8408			
				EIN #:	826000201	County:	Blaine
				DUNS #:	169191517	Congress. Dist:	ID-002
6. GRANTS MANAGEMENT SPECIALIST Darren Olson Bureau of Reclamation Financial Assistance Support Section P.O. Box 25007, Mail Code 84-27814 Denver Colorado 80225 303-445-3697 dolson@usbr.gov				7. RECIPIENT PROJECT MANAGER Tracy Anderson, Public Works Coordinator 115 Main St. S, Suite H Hailey, ID 83333-8408 208-788-9830 x20 tracy.anderson@haileycityhall.org			
8. GRANTS OFFICER TECHNICAL REPRESENTATIVE Brian Sauer Bureau of Reclamation, Snake River Area Office 230 Collins Road Boise, ID 83702-4520 208-383-2282 bsauer@usbr.gov				9A. INITIAL AGREEMENT EFFECTIVE DATE: July 17, 2017		9B. MODIFICATION EFFECTIVE DATE: See Block 17a. below	
				10. COMPLETION DATE December 31, 2019			
11A. PROGRAM STATUTORY AUTHORITY Section 9504(a) of the Secure Water Act, Subtitle F of Title IX of the Omnibus Public Land Management Act of 2009, Public Law 111-11 (42 United States Code 10364)						11B. CFDA Number 15.507	
12. FUNDING INFORMATION		RECIPIENT/OTHER		RECLAMATION		13. REQUISITION NUMBER n/a	
Total Estimated Amount of Agreement		\$75,911.00		\$75,000.00		14A. ACCOUNTING AND APPROPRIATION DATA	
This Obligation		\$0.00		\$0.00		n/a	
Previous Obligation		\$75,911.00		\$75,000.00		14B. TREASURY ACCOUNT FUNDING SYMBOL	
Total Obligation		\$75,911.00		\$75,000.00		n/a	
Cost-Share %		50%		50%			
15. PROJECT TITLE: Water Smarty: A Grass Replacement Rebate Program (SWEP)							
16a. Acceptance of this Assistance Agreement in accordance with the terms and conditions contained herein is hereby made on behalf of the above-named recipient BY: _____ DATE: _____ <p align="center">No Signature Required</p>				17a. Award of this Assistance Agreement in accordance with the terms and conditions contained herein is hereby made on behalf of the United States of America, Department of the Interior, Bureau of Reclamation BY: _____ DATE: _____ <p align="center"><i>[Signature]</i> 9/30/18</p>			
16b. NAME, TITLE, AND TELEPHONE NUMBER OF SIGNER <input type="checkbox"/> Additional signatures are attached				17b. NAME OF AWARING GRANTS OFFICER Irene M. Hoiby			

Modification 002
to
Grant Agreement R17AP00034
Between
Bureau of Reclamation
And
City of Hailey
For
Water Smarty: A Grass Replacement Rebate Program (SWEP)

PURPOSE

On July 9, 2018, the Recipient requested an extension of the period of performance of the Agreement due to the late start of the agreement, and a small number of participants in the rebate program the first summer. The purpose of this modification is to extend the Period of Performance of the Agreement. All other terms and conditions remain the same.

A. AGREEMENT SCOPE OF WORK AND BUDGET:

As a result of this modification, the milestones in the Scope of Work are revised as follows:

Milestone / Task / Activity	Planned Start Date	Planned Completion Date
Complete Environmental Compliance	Complete	
Grass Replacement and Irrigation Controller Replacement Rebates – 25% complete	Complete	
Grass Replacement and Irrigation Controller Replacement Rebates – 50% complete	In progress	June 2019
Grass Replacement and Irrigation Controller Replacement Rebates – 75% complete	July 2019	September 2019
Grass Replacement and Irrigation Controller Replacement Rebates – 100% complete	October 2019	December 2019

The Budget for this Agreement is unchanged and remains the same.

B. TOTAL ESTIMATED AMOUNT:

There are no changes to the Total Estimated Amount of the Agreement. The Reclamation Total Estimated Amount is unchanged and remains \$75,000.00 and the Recipient Total Estimated Amount is unchanged and remains \$75,911.00.

C. RECLAMATION TOTAL OBLIGATION:

There is no change to the Reclamation Total Obligation for this Agreement. The Reclamation Total Obligation is unchanged and remains \$75,000.00.

D. ADJUSTMENT IN THE PERIOD OF PERFORMANCE:

As a result of this modification, the performance period is changed **from** July 17, 2017 to November 30, 2018 **to** July 17, 2017 to December 31, 2019.

Return to Agenda

Heather Dawson

From: Kristine Hilt <khilt@co.blaine.id.us>
Sent: Wednesday, November 14, 2018 10:09 PM
To: Kristine Hilt
Cc: Keri York; Scott Boettger; 'Mark Davidson'; Dave Bell- juno; Bruce Tidwell; Bryan Dillworth; Brittany Skelton; Lisa Horowitz; Brian Yeager; 'Diane Shay'; Heather Dawson; Lawrence Schoen
Subject: DRAFT SCOPE - Cardno Big Wood River Watershed Assessment/Study
Attachments: Big Wood Watershed Assessment Exhibit A-Scope of Work.pdf

Hello all,

The County has been diligently working on finalizing the scope, timeline, and deliverables for the Big Wood River Assessment being conducted by Cardno. I have attached the DRAFT Scope of Work for all of you since many of you have been inquiring about it. We feel it adequately reflects the entire valley's needs and desires for a reach-based analysis of the Big Wood River from SNRA downstream to Stanton Crossing. The study will be conducted along the entire river and will include cross-over into the local municipalities where applicable. Deliverables will include reach-based restoration techniques and property protection treatments (Best Management Practices).

This is a very exciting time considering that we have learned so much from the flooding in 2017 but also have opportunities to continue our education and gather tools for better river management and planning in the future to minimize flood impacts and restore failing riverine processes. What the community at large decides to do with this information is key and we can assess the data as it unfolds and develops over the next year. Please don't hesitate to provide any comments you may have to me and I will ensure that the Board receives them. Time is of the essence and I request that you provide comments by end of next week, if possible.

One last thing to add for clarity, this proposal is a merely a replacement of the contract the county signed with the Army Corps of Engineers. This draft scope is the exact continuation of the scope of work that was formulated a year ago with the Army Corps, private property owners, local non-federal partners and neighboring jurisdictions. As many of you know, we were stalled in the Army Corps process, expending money without the agreed upon deliverables. The selected contractor was chosen after investigating other contractors and agencies, including the University of Idaho and they came highly recommended by well-respected entities. Feel free to reach out to me at 788-5570 should you have any questions.

Thanks,
Kristine Hilt *CFM*
Code Compliance Specialist
Certified Floodplain Manager
Blaine Co. Land Use & Bldg Services



October 30, 2018

Kristine Hilt
Code Compliance Specialist, Certified Floodplain Manager
Blaine County Land Use & Building Services
219 1st Ave South, Suite 208
Hailey, Idaho 83333

Cardno

801 2nd Avenue
Suite 700
Seattle, WA 98104
USA

Phone 206 269 0104
Fax 206 269 0098

www.cardno.com

RE: Exhibit A Scope of Services and Fee Table– Big Wood River Watershed Assessment

Dear Ms. Hilt:

Cardno, Inc. (Cardno) is pleased to provide Blaine County (County) with a scope and cost estimate for completing an assessment of the Big Wood River from Stanton Crossing Bridge north to the Sawtooth National Recreation Area (SNRA) headquarters. We understand from prior meetings and phone calls with the County that the objectives for this project include:

- Identifying the historical channel migration zone.
- Identifying areas and resources at risk of flooding and severe erosion.
- Identifying and describing areas of lost or degraded riverine habitat.
- Prioritizing areas and project types for flood risk management and ecosystem restoration.
- Conceptualizing flood risk management and ecosystem restoration projects for prioritized areas that will:
 - Decrease high water impacts to communities within the study area,
 - Decrease erosion along the Big Wood River, and
 - Enhance ecosystem health along the Big Wood River and its tributaries, with special emphasis on reconnecting the floodplain and restoring natural river function.
- Discussing alternatives for balancing flood and erosion risk mitigation with ecosystem enhancement and restoration goals and objectives.
- Developing concept-level best management practices (BMPs) for flood risk reduction and ecosystem restoration projects that can be used in:
 - Prioritizing project goals,
 - Managing emergency response, and
 - Improving County floodplain and riparian area land use codes and their enforcement.
- Creating frameworks for ongoing refinement of hydro-geomorphic modeling and long-term monitoring of project successes or failures and of fisheries recovery.



Cardno is teaming with Boise-based Ecosystem Sciences (ES) on this project to develop graphic designs for an atlas mapbook deliverable.

The specific scope of work is as follows.

Task 1 – Background Data Review

Much information has been developed by others that is pertinent to the project objectives and can be incorporated into or referenced in the assessment. We plan to review background information to help inform the project and to ensure our work is consistent with other prior or ongoing efforts. Specifically, we will review prior hydrologic, hydraulic, habitat, and geomorphic studies of the Big Wood River completed by Rapp, Biota, the US Geological Survey, Idaho Department of Water Resources, Idaho Department of Fish and Game (IDFG), and others, with the goal of being consistent with prior studies where appropriate and incorporating information if relevant to this effort.

Task Deliverables:

- Brief memorandum identifying data and data sources made available to Cardno. All referenced documents will be identified in the final report in addition to a section outlining “additional relevant information.”

Task Assumptions:

- The County will facilitate data requests and provide Cardno with data and reports.

Task 2 – Geomorphic Assessment

The geomorphic assessment will investigate historical channel behavior in the Big Wood River in response to land development, bank armoring, flooding, and fire. This task will delineate reach breaks according to geologic and geomorphic considerations, characterize each reach using quantitative metrics, delineate the historical channel migration zone, and identify areas at risk of channel migration or erosion.

Task Deliverables:

- Delineation of geomorphic reaches
- Development of key geomorphic metrics for each reach
- Identification of historical channel migration zone
- Identification of channel migration/erosion hazard areas and at-risk areas
- Reporting of geomorphic assessment in final and draft report (atlas)

Task Assumptions:

- The County will provide 2017 light detection and ranging (LiDAR) surface for the project area.
- Channel migration and erosion hazard areas will consider only major infrastructure (i.e., roads, bridges and maintained levees) as barriers to natural migration patterns. Smaller, localized bank treatments and rock armoring will not be inventoried as part of this project and will not be evaluated as migration barriers. The County will provide data related to maintained levees.

Optional Task 2a – Aerial Photo Georectification

To complete Task 2, access to georectified aerial photos is necessary. Though more recent years' aerial photos are available in this format via Google Earth, historical aeriels are not. Initial research indicates that the following

historical aerials may be available (but not georectified) for part or all of the project area: 1943, 1966, 1974, 1980, 1983, 1986, 1997, 2003, and 2006. If County geographic information systems (GIS) staff are able to georectify the photos, then this task will not be necessary. Photoperiods will be prioritized and discrete sets recommended for rectification.

Task 3 – Flood Hazards Assessment

The flood hazards assessment will evaluate the flooding potential of valley areas adjacent to the river corridor. As no hydraulic modeling is being completed as part of this scope of work, flood hazards shall be evaluated by comparing floodplain topography to either the Federal Emergency Management Agency's (FEMA's) base flood elevation (BFE) or through other agreed-upon surface comparison. Hazard rankings shall be determined following a review of the LiDAR and elevation differencing within each reach, and then the hazard zone shall be applied.

Task Deliverables:

- Reach-by-reach flood evaluation comparing land surfaces to the FEMA BFE or other relative elevation comparison
- Identification of flood hazard severity indices
- Flood hazard zone delineation
- Documentation of key infrastructure at risk of flooding in each reach
- Reporting of flood hazards assessment to be included in final and draft report (atlas)

Task Assumptions:

- The County will provide FEMA BFE where available.
- The County will provide available measurements of water surface elevations during prior flood events.
- Flood hazard areas will consider only major infrastructure (i.e., roads, bridges and maintained levees) as barriers to flooding. Smaller, localized bank treatments and rock armoring will not be inventoried as part of this project and not evaluated as flood barriers. The County will provide data related to maintained levees.
- No hydraulic modeling will be completed as part of the current scope of work.

Task 4 – Habitat Assessment

The habitat assessment will identify target aquatic species and consider the effects of long-term river management in the Big Wood valley on the availability and quality of their habitat. An underlying assumption of this assessment is that the Big Wood River is home to a valuable recreational trout fishery and that river management activities should be conducted in a manner that preserves existing high-quality habitats, restores habitat where feasible, and minimizes on-site or downstream impacts that could lead to habitat degradation.

Task Deliverables:

- Definition of key habitat criteria for target species
- Documentation of areas of known high habitat value (per other studies)
- Description of reach-by-reach habitat characteristics
- Identification of high-value areas for habitat conservation or restoration
- Reporting of habitat assessment to be included in final and draft report (atlas)

Task Assumptions:

- Cardno will compile and evaluate data collected by others (e.g., IDFG) (such as spawner or snorkel survey data) to identify areas of known high habitat quality.

Task 5 – 2019 Field Reconnaissance

Following completion of the three-tiered assessment (i.e., geomorphic, flood, and habitat assessment) during winter 2018/2019, the project team will conduct a 2- to 3-day field reconnaissance of the project area in spring or early summer 2019. The objective of the field reconnaissance is to validate the results of the desktop analysis, collect site-specific data, ground-truth areas of uncertainty, and visit high-priority or high-hazard areas. The project team will consist of an integrated multidisciplinary team specializing in hydrology, geomorphology, fisheries, and engineering.

Task Deliverables:

- Brief memorandum to the County following completion of the field reconnaissance documenting tasks completed during the field visit.

Task Assumptions:

- Travel expenses are included in the task fee.
- Cardno will schedule the field reconnaissance to coincide timing with one of the meetings identified in Task 9 for efficiency.

Task 6 – Reach-Specific Project Prioritization

The purpose of this task is to synthesize data collected in prior tasks and validated during the field visit to conceptualize flood risk management and ecosystem restoration projects in high-opportunity or high-risk areas on a reach-by-reach basis. Priority areas will be identified that have the opportunity to:

- Decrease high water impacts to communities within the study area,
- Decrease erosion along the Big Wood River, and
- Enhance ecosystem health along the Big Wood River and its tributaries, with special emphasis on reconnecting the floodplain and restoring natural river function.

Task Deliverables:

- Prioritization of areas and projects for flood risk management and ecosystem restoration
- Discussion of alternatives, balancing flood and erosion risk mitigation with ecosystem enhancement and restoration goals and objectives
- Reporting of reach-specific project prioritization to be included in final and draft report (atlas)

Task Assumptions:

- Project types will be identified and prioritized on a reach-by-reach basis based on how they will address physical and biological limiting factors. In some cases, specific project areas could be identified, while in others only concept-level projects will be identified. This assessment does not include site-level detailed project evaluation or feasibility review.

Task 7 – Identification of Best Management Practices and Reach-Appropriate Design Concepts

Cardno engineers will develop a suite of design treatments and project measures that can be implemented throughout the watershed to address flood and erosion risk in a manner that is consistent with the habitat needs of target species. A library of BMPs will be developed and included in the atlas. These “typical” project types will be presented at a concept scale, not intended for construction. BMPs will be identified as appropriate for specific purposes and installation in specific environments, and identified on a reach-by-reach basis for feasibility and for addressing reach-scale issues.

Task Deliverables:

- BMP library to be included in the atlas mapbook

Task Assumptions:

- Draft BMPs will be developed and reviewed by the County prior to inclusion in the atlas mapbook.

Task 8 – Atlas Development

The atlas mapbook design and content concepts will be developed via an integrated process that occurs over the course of the project. Zach Hill from ES will lead the atlas development and be a key member of the project team throughout the course of the project. Cardno will work closely with ES early on and during the analysis phase of the work to develop a vision for the atlas that is consistent with data collection and analysis. ES will maintain close coordination with Cardno during project kick-off and all phases of data analysis to help guide the assessment efforts for consistency with final deliverables.

Task Deliverables:

- Atlas concept layouts
- Meeting with the County to review draft layout and content of the atlas
- Interim page samples and graphics (screenshots or similar) to share preliminary work product and review early feedback from County and Cardno prior to draft atlas development
- Draft atlas
- Final atlas

Task Assumptions:

- All coordination, meetings, and production of all interim, draft, and final atlas products to be completed by ES are covered under this task item.

Task 9 – Meetings and Project Management

This task covers labor and expense time associated with in-person meetings to be held in the County between the Cardno project team and County staff as well as larger stakeholder or public meetings. Additionally, administrative fees related to project accounting and invoicing are included in this task.

Task Deliverables:

- Cardno will develop an agenda for each of the following proposed meetings, maintain meeting minutes, and provide minutes to the County within 5 business days of each meeting:



- Kick-off meeting
- Meeting following data analysis to discuss results
- Meeting to discuss atlas content and layout (perhaps coincident with the spring 2019 field reconnaissance)
- Draft atlas review
- One public presentation or stakeholder meeting

Task Assumptions:

- The fee estimate assumes only the Cardno project manager will attend all meetings in person. Other staff can be available as needed via phone or video conference.
- One meeting can be attended by the full project team if it coincides with the spring 2019 field reconnaissance.

Schedule, Cost Summary, and Terms

The current schedule is proposed to complete the draft assessment by August 16, 2019, and the final assessment by October 18, 2019, following one round of County and stakeholder review.

The cost estimate for the above scope of work is \$170,000, excluding optional Task 2a, according to the task breakdown in the table below.

Task	Fee
1. Background Data Collection and Review	\$8,000
2. Geomorphic Assessment	\$31,000
3. Flood Hazards Assessment	\$19,000
4. Habitat Assessment	\$18,000
5. Field Reconnaissance	\$15,000
6. Reach-Specific Project Prioritization	\$11,000
7. Identification of BMPs and Reach-Appropriate Design Concepts	\$15,000
8. Atlas Mapbook Development	\$35,000
9. Meetings and Project Management	\$18,000
TOTAL	\$170,000
Optional Task 2a. Aerial Photo Georectification	\$1,000 per set

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IDAHO HISPANIC CHAMBER OF COMMERCE



RECEIVED
NOV 15 2018

BY: _____

Friday, November 9, 2018

Dear City of Hailey Council Members,

I want to personally invite you to "The State of the Hispanic Community in South Central Idaho" we will be hosting an address & luncheon. The address and luncheon is being hosted on Tuesday, December 4, at Canyon Crest Event Center from 11:30-1:00 with networking from 11:00-11:30.

Attached is the invitation to save the date. Please give our office a call at 208-323-1337, or go to the www.IDAHOHCC.ORG to register. We look forward to seeing you there, and appreciate you support.

Atentamente,

Alex Castañeda, President
South Central Chapter

**THE STATE OF THE HISPANIC COMMUNITY IN
SOUTH CENTRAL IDAHO
ADDRESS & LUNCHEON**



**DECEMBER 4, 2018
11:30AM - 1:00PM**
CANYON CREST EVENT CENTER
330 CANYON CREST DRIVE
TWIN FALLS, ID

VIP TABLES AVAILABLE: \$300 / 8 TICKETS
INDIVIDUAL TICKETS:
\$20 / MEMBERS \$25 / NON-MEMBERS

**IDAHO HISPANIC
CHAMBER OF COMMERCE**

WWW.IDAHOHCC.ORG | INFO@IDAHOHCC.ORG | 208-323-1337

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City of Hailey

COMMUNITY DEVELOPMENT DEPARTMENT

115 MAIN STREET SOUTH
HAILEY, IDAHO 83333

Zoning, Subdivision, Building and Business Permitting and Community Planning Services

(208) 788-9815
Fax: (208) 788-2924

AGENDA
HAILEY PLANNING & ZONING COMMISSION
Monday, December 3, 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 November 8th, 2018. **ACTION ITEM**

CA 2 Adoption of the Meeting Minutes of November 19th, 2018. **ACTION ITEM**

Public Hearings

PH 1 Consideration of Design Review Application by Flowing Wells, LLC, represented by Jolyon Sawrey, for an exterior commercial remodel to the existing 2,418 square foot building, known as The Liquor Store. An 1,855 square foot, two-story mixed-use addition is also proposed. The proposed mixed-use addition will include an 863 square foot commercial storage area, 64 square foot residential storage area and a 927 square foot residential unit, to be located on the second floor. The project is located at 205 South Main Street (Lots 3 and 4, Block 29, Hailey Townsite) in the Business (B) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

PH 2 Consideration of a Design Review Application by Lightworks, represented by Chase Gouley of BYLA, for a new 2,324 square foot mixed-use development, to be located at 41 Mercure Lane (Lot 2E, Block 3, Airport West Subdivision #2) in the SCI Industrial (SCI-I) Zoning District. The proposal includes a granary, shed, silo and four (4) storage/garage units. The granary includes commercial space on the main floor, a mezzanine as the second floor, and a residential unit on the third floor. **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, December 17, 2018.**
(no documents)

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**AGENDA OF THE
HAILEY CITY COUNCIL MEETING
Monday December 10, 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 Grant Applications

CA 000 Grant Agreements

CA 000 Motion to adopt Resolution 2018-____, authorizing a contract for services with Ketchum Computers for IT maintenance in the amount of \$ ACTION ITEM

CA 000 Motion to adopt Resolution 2018-____, authorizing an agreement between the Blaine County Recreation District and the City of Hailey for grooming of the Fox Acres Road asphalt separated shared-use path for the 2018/2019 winter season ACTION ITEM

CA 000 Special Events

CA 000 Motion to approve minutes of November 26, 2018 and to suspend reading of them

CA 000 Motion to approve claims for expenses incurred during the month of November, 2018, and claims for expenses due by contract in December, 2018

MAYOR'S REMARKS:

MR 000

PROCLAMATIONS & PRESENTATIONS:

APPOINTMENTS & AWARDS

AA 000 Tree Committee Appointments
Air Service Board Appointment
FMAA Appointment
Joint Fire Board Appointments

PUBLIC HEARING:

PH 000 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 000 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

PH 000 Proposed Ordinance No. ____, amending Title 8, Section 8.04.030 of Hailey Municipal Code adding uncontrolled growth of combustible vegetation as an enumerated nuisance (This was tabled by the city council. Are we still under administrative direction to work on it?) ACTION ITEM

NEW BUSINESS:

NB 000 Consideration of Health Insurance renewal date change to a calendar year (instead of Hailey's fiscal year),
with premiums to increase ____% **ACTION ITEM**

OLD BUSINESS:

OB 000

STAFF REPORTS: Staff Reports Council Reports Mayor's Reports
SR 000

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

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