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Matters & Motions from Executive Session or Workshop
Next Ordinance Number - 1332 Next Resolution Number- 2023-109

AGENDA ITEM SUMMARY

DATE: 9-11-2023 **DEPARTMENT:** ADMIN/PW/CDD **DEPT. HEAD SIGNATURE:**
LH

SUBJECT: Adoption of Resolution 2023-_____ regarding a special use agreement with Blaine County for rooftop wireless equipment.

AUTHORITY: (IFAPPLICABLE) IAR _____ City Ordinance/ N/A

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The City has had a special use agreement with Blaine County since 2020 for wireless equipment on top of the Blaine County Annex Building. This equipment provides wireless fiber services for City Hall and the Library.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

None

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

(IFAPPLICABLE)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Benefits Committee |
| <input type="checkbox"/> City Attorney | <input type="checkbox"/> Mayor | <input type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Comm. Dev. | <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. | | |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Adopt Resolution 2023-_____, regarding a agreement with Blaine County for rooftop wireless facilities.

ACTION OF THE CITY COUNCIL:

Motion language: " I move to adopt Resolution 2023-_____, regarding an agreement with Blaine County for rooftop wireless facilities.

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. 2023-__**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE EXECUTION OF SPECIAL USE AGREEMENT WITH BLAINE
COUNTY FOR USE OF THE ANNEX BUILDING FOR WIRELESS EQUIPMENT**

WHEREAS, the City Council of the City of Hailey has installed and wishes to continue to use wireless communications equipment upon a Blaine County facility;

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

Passed this 11th day of September, 2023

City of Hailey

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk

SPECIAL USE AGREEMENT
Between
BLAINE COUNTY, IDAHO
And
CITY OF HAILEY, IDAHO

This Special Use Agreement is made effective on the ____ day of September, 2023, by and between Blaine County, Idaho, hereinafter referred to as (“County”), and the City of Hailey (“City”). The County and City may hereinafter be collectively referred to as “Parties”.

1. PURPOSE: The City of Hailey has identified the need for a wireless communication data link from the City Hall/Library building at 115 South Main Street and the police department building at 311 East Cedar Street, to the Blaine County Annex building located at 219 First Avenue South, all addresses being within Hailey Idaho 83333. The purpose of the link is to provide connectivity for public agencies. The additional links will provide adequate connectivity and redundancy to support day-to-day operations as well as emergencies and or contingencies.

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

Responsibilities (City)

- Provide adequate level of maintenance to keep equipment operational and in good repair.
- Place the antenna in a location that does not detract from the aesthetics of the building.
- Provide notification to the county anytime maintenance is required on equipment.
- The City’s equipment will not cause interference with previously installed communications equipment as state in Section 7 below.
- Ensure that equipment is property insured, licensed and operated under Part 101 of the Federal Communications Commission’s rules.
-

Responsibilities (County)

- Provide adequate space to place a non-penetrating roof mount, antenna, PTP radio systems and supporting equipment.
- Provide access to communications equipment when required for maintenance.

3. MAINTENANCE

Existing communication systems will remain the responsibility of each party accordingly. The County will be responsible for their communication systems at this location if applicable. The City’s equipment must be maintained so as not to interfere with other users of the facility and must conform to guidelines governing the use of the facility.

4. TERMS and TERMINATION

Both parties will review this Agreement annually and may terminate the Agreement with or without cause with no less than 180 days written notice. In the event of termination, the City shall immediately remove any and all of its equipment from the premises and surrender all rights and privileges under this Agreement.

5. COST and RECOVERY

In consideration for the foregoing and following provisions, the City shall not incur charges for the use of space, due to the redundant services provided to the County.

6. The parties agree that, in no event, shall any official, officer, employee or agent of the parties be in any way personally liable for any covenant or agreement herein contained, whether express or implied, for any statement, representation of warranty made herein or in any way connected with this Agreement.

7. In the event the County determines that the operation the City's equipment causes interference to transmission or reception of any other communications systems in use in the vicinity of the premises, the City shall take all appropriate steps necessary to mitigate said interference within thirty (30) days of receiving written notice from the County, except to the extent that the City's equipment was in place and operating prior to the operation of the other communications systems (not County).

8. In the event that either party shall default in performance of any material term, covenant, or conditions of this Agreement and fails to cure said default within thirty (30) days' notice from the other party, the non-defaulting party, may cancel this Agreement. Should the City be in default and surrender occupancy of the premises or any part of the premises in some manner that violates the terms of this Agreement, the County may occupy the premises or any part hereof without affecting the City's right of recovery. The County shall exercise due diligence to mitigate any and all future losses or damages, which may result due to the City's vacating the premises. This Agreement does not modify the responsibilities and limitations for the parties as provided by law.

9. The laws of Idaho shall govern and the party's consent to the jurisdiction of the state courts of Blaine County in the State of Idaho in the event of any dispute with respect to this Agreement. The party prevailing in any lawsuit arising from this Agreement or its enforcement will be entitled to its costs and reasonable attorney fees.

10. If any of this Agreement is declared invalid or becomes inoperative for any reason, such invalidity or failure shall not affect the validity and enforceability of any other provision.

11. AMENDMENTS

Amendments within the scope of this Agreement shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.

12. COMMENCEMENT/EXPIRATION DATES

This Special Use Agreement shall be valid from October 1, 2023 and will remain in force until mutually amended by the parties or terminated by one of the parties.

13. MODIFICATIONS

Modifications within the scope of this MOU shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.

14. APPROVALS:

THE PARTIES HERETO have executed this instrument.

Muffy Davis
Blaine County Commission, Chairman

Date

Attest: Stephen McDougall Graham
Blaine County Clerk

Date

Martha Burke
City of Hailey, Mayor

Date

Mary Cone
City Clerk of the City of Hailey

Date

Return to Agenda

AGENDA ITEM SUMMARY

AGENDA ITEM SUMMARY

DATE: 9-11-2023 **DEPARTMENT:** CDD **DEPT. HEAD SIGNATURE:** LH

SUBJECT: Consideration of Resolution 2023-___, a resolution approving a Contract for Services with Best Day HR to conduct a Salary compensation Study in an amount not to exceed \$45,000 and a comprehensive rewrite of city job descriptions in the amount of \$25,000 (less a 5% discount) for a total cost not to exceed \$66,500.

AUTHORITY: ID Code 50-203 IAR _____ City Ordinance/Code (IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The City Council approved a salary study with BestDay HR at their June 26, 2023, Council meeting. A formal contract was not attached to that approval but is now provided. No change has been made to the scope of work previously approved.

Additionally, the City wishes to take a comprehensive look at all written job descriptions to ensure consistency, diversity, equity and inclusion and additional best practices nomenclature.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

The first portion of the contract (\$45,000 will be paid for in the current fiscal year budget. The remaining \$\$21,500 will be paid for next fiscal year.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve Resolution 2023-_____, an agreement with Best Day Human Resources for a Salary compensation Study in an amount not to exceed \$45,000 and a comprehensive rewrite of city job descriptions in the amount of \$25,000 (less a 5% discount) for a total cost not to exceed \$66,500.

ACTION OF THE CITY COUNCIL:

Date _____
City Clerk _____

FOLLOW-UP:

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

**CITY OF HAILEY
RESOLUTION NO. 2023-**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY TO ENTER
INTO AN AGREEMENT WITH BESTDAY FOR SALARY COMPENSATION STUDY
AND COMPREHENSIVE JOB DESCRIPTION ANALYSIS**

WHEREAS, the City of Hailey on June 26, 2023, approved a Contract for Services with BestDay HR to conduct a Salary compensation Study in an amount not to exceed \$45,000; and

WHEREAS, the City of Hailey desires to further contract with BestDay HR to take a comprehensive look at all written job descriptions to ensure consistency, diversity, equity and inclusion and additional best practices nomenclature; and

WHEREAS, the City of Hailey and BestDay 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 ratifies the Mayors signature on the Professional Services Agreement with BestDay HR

Passed this ____ day of September, 2023

City of Hailey

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk



PROFESSIONAL SERVICES AGREEMENT FOR PEOPLE SERVICES

This Professional Services Agreement ("Agreement"), made this August 15, 2023 ("Effective Date"), is by and between the City of Hailey, Idaho and its affiliates ("City") and BestDayHR ("Consultant").

Now therefore, it is agreed as follows:

- 1) Scope of Work. The City agrees to pay Consultant for services rendered as outlined in the attached City of Hailey Proposal dated May 6, 2023, which is incorporated by reference into this Agreement and approved by the Hailey City Council in concept on June 26, 2023, Resolution 2023-088.
- 1) Effective Date and Duration. The term of this Agreement shall commence upon this agreement Effective Date and conclude on or before December 31, 2023 (Conclusion Date). Consultant shall commence performance only upon receipt of a signed and fully executed contract from the City.
- 2) Limitation on Scope of Services. Consultant is not legal counsel and will not render legal advice to the City regarding hiring, discipline, or termination decisions. Consultant will provide recommendations regarding certain matters, but, ultimately, the City renders the final decision and is solely responsible for its decisions regarding its employees. It is expressly agreed that the City will look to its regular legal counsel for such services as well as for advice with respect to issues that may arise related to its employees or workplace situations that may trigger legal liability. It is expressly agreed that Consultant is not a joint employer with the City related to its employees, independent contractors, agents, or any other entity or individual in which the City has a relationship.
- 3) Confidentiality. The Parties recognize that Consultant may be privy to confidential information regarding the City's employees, processes, applicants, or other information. Consultant and its employees/partners shall keep such information confidential and will not make any disclosure to any third parties without the advance express written permission from the City.
- 4) Mutual Cooperation. Consultant will perform the services called for under this Agreement and the City will cooperate with Consultant to the extent necessary to complete the services described in this Agreement and timely make any payments required by this Agreement.
- 5) Independent Contractor. In all matters pertaining to this Agreement, Consultant shall be acting as an independent contractor, and neither Consultant nor any officer, employee, or agent of Consultant will be deemed an employee of the City. The parties agree Consultant is not subject to the supervision and control of the City, nor is Consultant carrying out the regular business of the City. Each of the parties will be solely and entirely responsible for its own acts and/or the acts of its employees or agents.
- 6) Non-Competition. The City agrees not to perform any work, offer any services, or solicit business from any BestDayHR customer without the express written authorization from an authorized agent of BestDayHR.
- 7) A BestDayHR Customer. A customer is defined as any individual, organization, group that BestDayHR has provided either paid or unpaid services, products or software to.

- 8) Ownership and Publication of Materials. All material and other information generated under this Agreement shall be the sole property of the Consultant and will display Consultant's legally protected name and logo on all materials. The City may not use, in any form, said materials and other information without express written approval of the Consultant.
- 9) Compensation. The City agrees to pay Consultant for services rendered in accordance with the Attached Proposal. For Services provided outside of services in Attachment A, Consultant's standard rate is \$175 per hour.
- 10) Expenses. The City will be responsible for any costs associated with this engagement, such as travel expenses, consumables, materials costs, etc. Before any expenses are incurred the City will approve the expenditure. As such expenses are required to fulfill Consultant's responsibilities under this Agreement, Consultant will invoice the City and provide receipts to support all expenditures in a form acceptable to the City for these reimbursable expenses. The City also agrees that Consultant will charge the City an hourly rate of \$175 per hour for required travel.
- 11) Method of Payment. Consultant will invoice the City monthly for services rendered during that month – payable within 30 days.
- 12) Indemnification. The City agrees to defend, indemnify, and hold Consultant harmless from any and all losses and claims that may result to Consultant because of the activity of the City or the City's agents and/or employees.
- 13) Dispute Resolution. If the City becomes dissatisfied with Consultant's charges or services, it will immediately bring its concern to Consultant's attention so that the parties can attempt to resolve it in good faith.
- 14) Authority. The undersigned parties warrant and represent that (a) they have the right and power to enter into this Agreement and to perform all of its obligations hereunder, and (b) this Agreement, when executed and delivered by the party, will be a legal, valid and binding obligation enforceable in accordance with its terms.
- 15) Compliance with Laws. In performing the scope of services required hereunder, both parties shall comply with all applicable laws, ordinances, and codes of Federal, State, and local governments.
- 16) Non-discrimination. Consultant and the City agree that no part of this Agreement shall be performed in a manner which illegally discriminates against any person on the basis of race, sex, color, national origin, religion, age, mental or physical disability, or any other protected class.
- 17) Changes. The City may, from time to time, request changes in the Scope of Services to be performed hereunder. Such changes which are mutually agreed upon in writing by the parties shall be incorporated in written amendments to this Agreement.
- 18) Termination. Both the City and Consultant have the right to terminate this Agreement for any reason by giving at least fifteen (15) days' notice in writing to the other party. Provided, however, any withdrawal must be legally permissible. Notwithstanding termination of Consultant's services, the City remains obligated to pay for all services provided and to reimburse all of the reasonable expenses paid or incurred by Consultant prior to the date of such termination or which are incurred thereafter as provided for herein.
- 19) Files and Documentation. During this engagement, Consultant will provide all relevant documentation to the City in Consultant's proprietary software and provide the City with log-in

access. Upon completion of this engagement, Consultant shall provide to the City, at the City's request, all documents gathered related to this engagement. Once received by the City, Consultant is not responsible for the maintenance of any such documentation or files and will not maintain those files.

- 20) Severability. If any part of this Agreement is held to be invalid or unenforceable, such holding will not affect the validity or enforceability of any other part of this Agreement so long as the remainder of the Agreement is reasonably capable of completion.
- 21) Applicable Law. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Idaho.
- 22) Entire Agreement. This Agreement contains the entire agreement of the parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

In witness thereof, the City and Consultant have executed this Agreement as of the date first above written.

CITY OF HAILEY

CONSULTANT



Signature

MARTHA BURKE

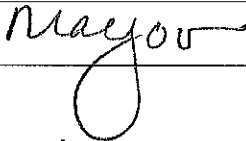
Martha Burke



Signature

David Jeppson

Printed Name



Mayor

8/16/23

Date

Partner

Title

18-July-2023

Date



CITY OF HAILEY
RESOLUTION NO. 2023- 088

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY TO ENTER
INTO AN AGREEMENT WITH BEST DAY HR FOR A SALARY COMPENSATION
STUDY**

WHEREAS, the City of Hailey has not in many years conducted a salary compensation study; and

WHEREAS, the City of Hailey desires to contract with BestDay HR for the aforementioned study in order to provide equitable and competitive employee compensation.

WHEREAS, the City of Hailey and BestDay HR 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 with BestDay HR.

Passed this 26th day of June, 2023

City of Hailey



Martha Burke, Mayor

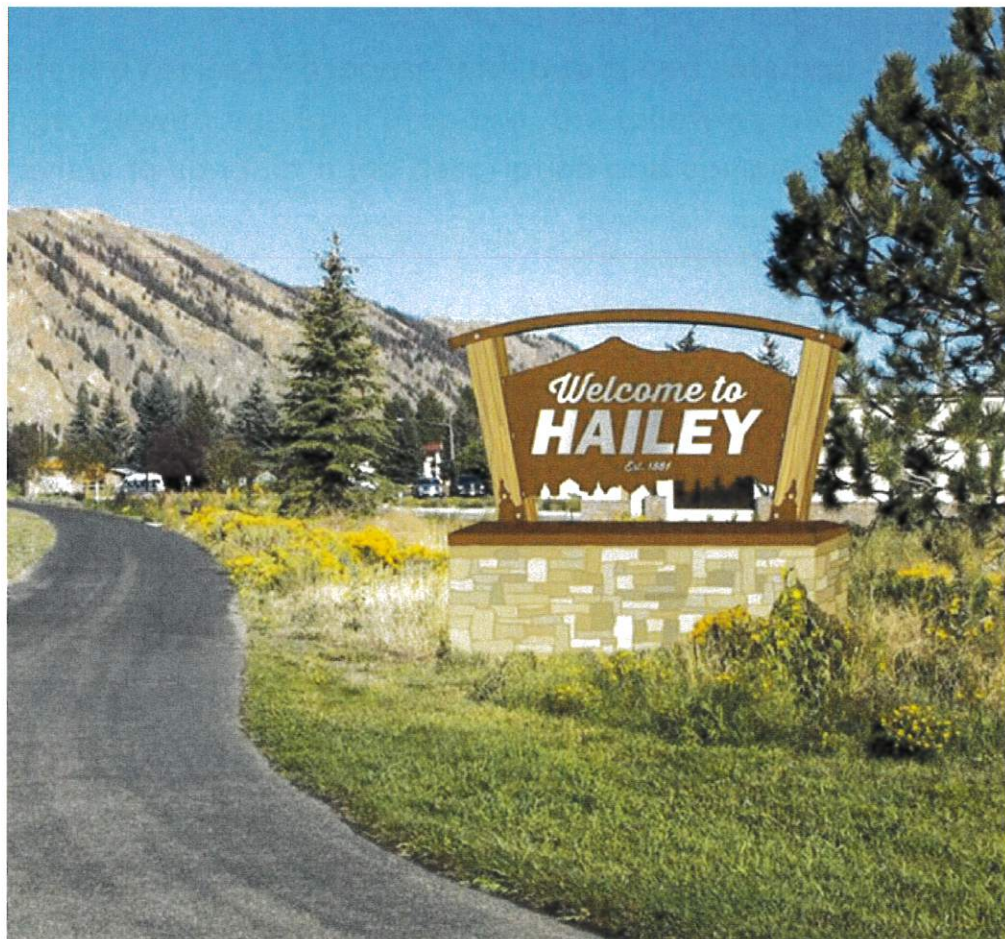
ATTEST:



Mary Cone, City Clerk



City of Hailey Proposal



Prepared for:
Lisa Horowitz
City Administrator

BestDayHR • 2588 E Boomer Lane
Boise, ID 83714
208-572-7520

Market Review

Because of the competition for employees, the City would like a review of its compensation levels - to determine if they are internally equitable and externally competitive. As part of our proposal, BestDayHR would do the following:

- Review the City's salary structure
- Review the City's kinds and levels chart
- Review the City's job descriptions, as described in the Job Description section
- Using the above information, BestDayHR will gather salary information from a variety of means and sources. We will be working closely with the City's staff to identify benchmark positions that are commonly found in other organizations that we can use to ensure we are getting a comprehensive data set.
- BestDayHR will construct benchmarking standards based on compensable factors that the City deems valuable, and compare those to the local external market data and run an analysis to determine the overall position compared to the relevant labor markets.

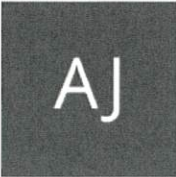
- The custom data gathering process will allow us to identify not only the market rate for the City's benchmark positions but also the 25th and 75th percentiles of the data. We will also be able to identify the compa-ratio of where the City compares to the market. This market survey will also allow us to be able to gather other important insights into other organizations' pay practices.
- Based on our review of the City's current salary structure and kinds and levels chart as compared to the collected market data, BestDayHR will recommend changes to the salary schedules and kinds and levels chart.
- As part of the overall compensation and classification evaluation we will be conducting numerous analyses that will help provide insight for making data driven decisions for the City. These analyses will consist of a compression analysis, pay equity analysis, and a compa-ratio analysis. Each one of these will provide valuable information in setting/correcting pay for the City's current employees.
- Our Team will recommend placement of current employees in the selected salary schedules. We will closely examine compression and internal equity issues. Based on budget constraints, we will be able to offer alternative plans, staggered implementations, focused initial implementation based on the positions most difficult to fill or retain employees, and highlight anomalies in placing employees on the salary schedule with suggested alternatives. If there are disparities impacting protected classes of employees, we recommend the City review these with their legal counsel.
- BestDayHR will provide recommendations on the pay structure, salary ranges and general set up of the compensation structure. We will also review changes to the policies and procedures for the compensation plan that will allow for more innovative variable pay options that will aid in the attraction and retention of qualified employees and reduce administrative burdens.

Our not to exceed cost for a comprehensive Market Review is \$45,000.00.

Job Descriptions

BestDayHR will review and revise all employee job descriptions. Through a simple spreadsheet upload, we will create a database of the City's employee information that will be used for both creating job descriptions and performing analysis. The employee information will include comprehensive data points, such as employee identification, employee name, supervisor employee identification, department, job title, salary, hire date, gender, and age. This will provide our team the means to evaluate pay compression (compensation) and pay equity. The employee information database used throughout the project is stored in a secure and encrypted environment. Access to sensitive information will be restricted within the project team.

Manage File

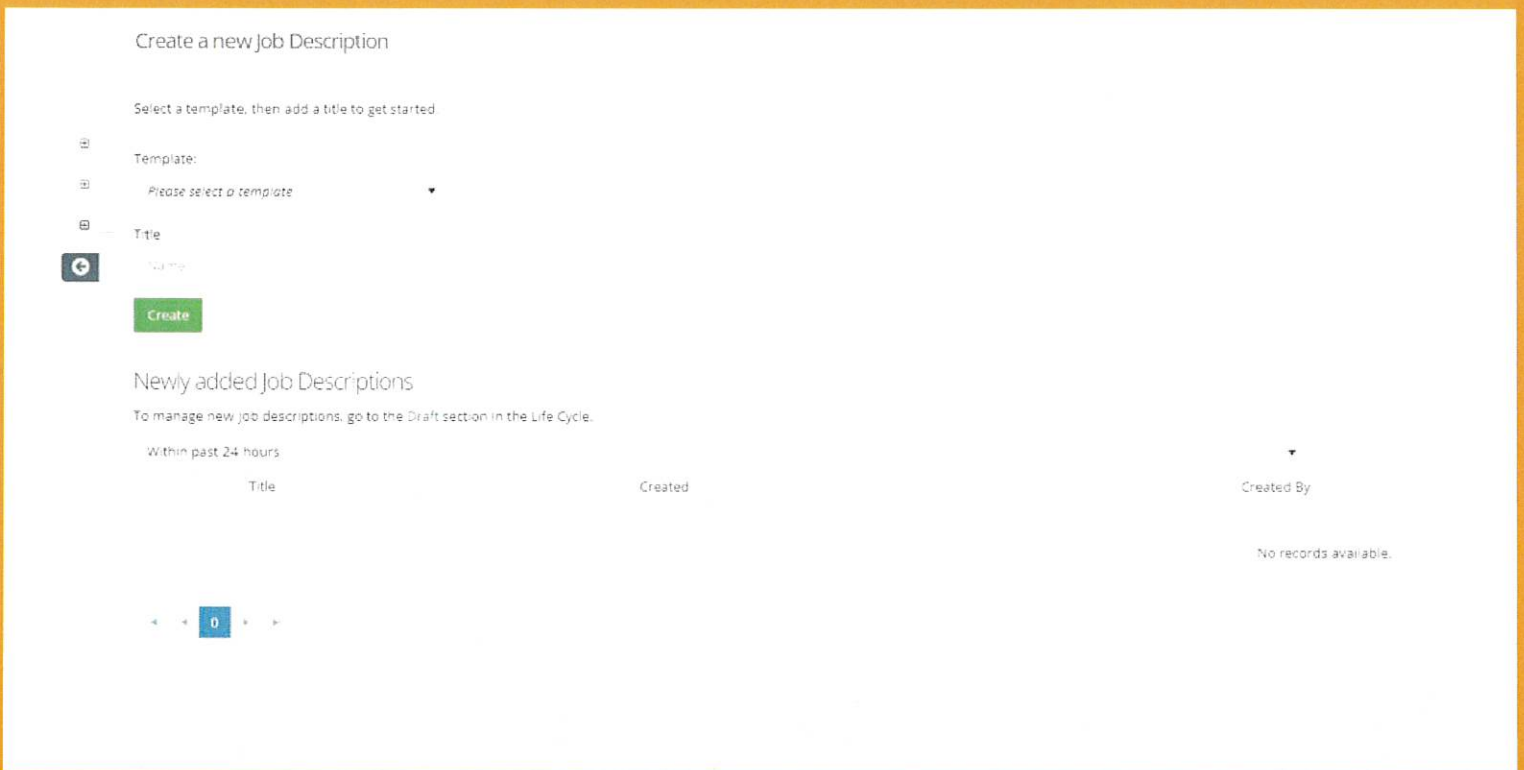


Aaron Jeppson
ID: 27999
username: aajeppson@cloud.com
Training: trainee
[change photo](#)
[remove photo](#)

First Name	Middle Name	Last Name
Aaron		Jeppson
Preferred First Name		Supervisor
Job Title	Department	
trainee	Training	
Email		
aajeppson@cloud.com		
Work Phone		
(111) 111-1242		
Employee Status	FISA Status	Labor Union
Pay Basis	Salary	Supervisor

Hiring Information
please work

Job Descriptions - Following the population of the employee information system we will upload existing job descriptions and all job-related information into our Job Description application. The BestDayHR Job Description application will allow the project team to manage the creation of new job descriptions, facilitate change tracking and provide reporting for analysis. Additionally, the application provides a workflow to permit review and acceptance of completed job descriptions by identified team members from the City.



For the data gathering phase of this project, BestDayHR will take the following steps:

- Gather all current job descriptions from the City.
- Create a job description survey for supervisors/employees to complete in order to revise the job descriptions.
- Upon receiving the survey results, BestDayHR will create draft job descriptions for the City's review.
- When all of the jobs are reviewed, our Team will recommend a naming scheme if one does not exist. For example, what is the definition of a director, manager, supervisor, lead, etc. This will ensure commonality and equity throughout the organization.
- Once the naming scheme is solidified, we will finalize the duties of the job descriptions with the City's involvement and feedback.
- The revised job descriptions will capture the current duties of the employee in that position.

- All final descriptions will be reviewed for compliance with the requirements of the Fair Labor Standards Act and the Americans with Disabilities Act. They will also list the pre-hire requirements of each position, such as education and credit checks, drug testing, and criminal background checks. The final descriptions will also list certifications needed for the role, physical, mental, and attitudinal requirements and qualifications, necessary training, and all other required and preferred requirements for the position.

Our not to exceed cost for the Job Description \$25,000.00.



ADDITIONAL PROVISIONS

Summary of Provided Services	Cost
Market Review	\$45,000.00
Job Description Review	\$25,000.00
One year access to BestDayHR's Foundation Software (Electronic personnel files, job description module, certification tracking) – Cost \$2,388.00	Free for one year from the start of the project
City of Hailey Discount	5%
Total Cost	\$66,500.00

These quoted prices are good for 60 days from submission of this proposal. Any changes to the scope of services would require renegotiation between the City and BestDayHR. Because any travel to the City is unknown at this time, if BestDayHR is selected to perform the services outlined above, the City would be required to pay all associated travel costs, lodging, and food. That being said, we believe all of the outlined services can be performed virtually.

If the City moves forward with any component of this proposal, BestDayHR will provide a contract for services. It is critical that City of Hailey staff participate in all elements of the project in order to complete the project in an efficient and timely manner.

It should be noted that BestDayHR will not provide any legal advice to the City in any legal action or proceeding. It is expressly understood that the City would look to its regular legal counsel for advice related to issues that may arise relating to the scope of this work.

BestDayHR declares that it has no conflicts of interest to perform the outlined scope of services.

**Thank you, and
we look forward
to working with
you.**

AGENDA ITEM SUMMARY

DATE: 6-26-2023 DEPARTMENT: CDD DEPT. HEAD SIGNATURE: LH

SUBJECT: Consideration of Resolution 2023-⁰⁹⁸____, a resolution approving a Contract for Services with Best Day HR to conduct a Salary compensation Study in an amount not to exceed \$45,000.

AUTHORITY: ID Code 50-203 IAR _____ City Ordinance/Code
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The City has not conducted a formal salary study in years. During the great recession, wages and salary increase were frozen. As the City gradually pulled out of the recession, regular merit-based salary increases were built into the annual budget. The mid-year budget amendment of 2022 contained a more substantial salary increase designed to make sure Hailey's salaries were remaining competitive with other local governmental employers. These increases ranged from 3% at the higher end of the pay scale (Administrator and some Department Heads down to 16% at the lowest end, with an average increase across all salaries of 9%.

At the introduction of the FY 2024 Municipal Budget, Councilmember Linnet asked if the proposed 3% salary increase should be applied consistently across the board or varied. Concurrently staff has been considering a comprehensive salary survey to assist in factually checking the competitiveness of Hailey salaries; check that the "spread" between job categories meets industry standards; account for longevity in a fair but not overly compensating manner and finally to have impartial, professional objective data by which to confirm or adjust the salary schedule.

BestDay HR has come recommended by Ketchum and Blaine County. The second part of the contract, to be conducted in the next fiscal year, will be to create consistent, modernized job descriptions that reflect diversity, equity, inclusion and other best practices.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Funds are available in the Finance/Admin portion of the municipal budget to cover this contract.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

<input checked="" type="checkbox"/>	City Administrator	<input type="checkbox"/>	Library	<input type="checkbox"/>	Benefits Committee
<input type="checkbox"/>	City Attorney	<input type="checkbox"/>	Mayor	<input type="checkbox"/>	Streets
<input type="checkbox"/>	City Clerk	<input type="checkbox"/>	Comm. Dev.	<input checked="" type="checkbox"/>	Treasurer
<input type="checkbox"/>	Building	<input type="checkbox"/>	Police	<input type="checkbox"/>	_____
<input type="checkbox"/>	Engineer	<input type="checkbox"/>	Public Works	<input type="checkbox"/>	_____
<input type="checkbox"/>	Fire Dept.				

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Move to approve Resolution 2023-__, a resolution approving a Contract for Services with Best Day HR to conduct a Salary compensation Study in an amount not to exceed \$45,000.

ACTION OF THE CITY COUNCIL:

"I move to approve Resolution 2023-⁰⁸³__, a resolution approving a Contract for Services with Best Day HR to conduct a Salary compensation Study in an amount not to exceed \$45,000."

Date : 6/26 - council approved
City Clerk _____

FOLLOW-UP:

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

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

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 09/11/2023 **DEPARTMENT:** Community Development **DEPT. HEAD SIGNATURE:** RD

SUBJECT: Motion to extend the timeline on an agreement between the City of Hailey and The Sage School (Resolution 2023-023), for a mural to be painted on the exterior walls of the two (2) restroom buildings at Keefer Park. **ACTION ITEM**

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED: As a part of their fall curriculum, The Sage School students studied the role of public art in social movements and drafted a design for a local mural. In October and November 2022, a teacher from The Sage School presented the student’s academic process and designs related to the theme, “Everyone deserves a home.”

In January 2023, the Arts & Historic Preservation Commission chose, and the Parks & Land Board approved, two (2) designs for the two (2) restroom buildings at Keefer Park— one design showcases efforts to build houses for people, the other showcases scenes of a beautiful ecosystem of wildlife.

The Sage School proposed to paint the Mural in spring 2023, sometime between mid-April and the end of June; however, due to weather, has delayed the painting of said Mural. The Sage School Staff and students are requested to extend their scope and deadline for one (1) additional year, with a new expiration date of September 11, 2024.

The revised Mural Agreement has been included for further review.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
Budget Line Item # _____ YTD Line-Item Balance \$ _____
Estimated Hours Spent to Date: Estimated Completion Date: 09/11/2023
Staff Contact: Robyn Davis Phone # 788-9815 #2015

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

___ City Attorney ___ City Administrator X Engineer ___ Building
___ Library X Planning ___ Fire Dept. ___ Finances
___ Safety Committee ___ P & Z Commission ___ Police
___ Streets X Public Works, Parks ___ Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD: Motion to extend the timeline on an agreement between the City of Hailey and The Sage School (Resolution 2023-____), for a mural to be painted on the exterior walls of the two (2) restroom buildings at Keefer Park. **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: *Additional/Exceptional Originals to: _____
Copies (all info.): Copies
Instrument # _____

Public Art Mural License Agreement

This Agreement is between the City of Hailey (Property Owner and Licensor) and The Sage School (Licensee or Artist).

Recitals

1. The City has adopted a process for the placement of public art murals (Mural) on public and private buildings throughout Hailey, ID.
2. The City of Hailey owns the two (2) restroom buildings situated at Keefer Park (WOODSIDE CENTRAL PARK SUB LOT 1 BLK 1) and is willing to make the exterior walls of the restroom buildings available for a public art mural.
3. The Mural becomes the property of the City of Hailey, the Property Owner. The City of Hailey may remove the mural after a period of five (5) years.
4. The Historic Preservation Commission (HAHPC) and the Hailey City Council have heard and recommended the mural process and design options presented by The Sage School (Licensee) for the exterior walls of the two (2) restroom buildings at Keefer Park.

Now, therefore, in light of the mutual promises and obligations contained herein, and in exchange for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, the parties agree as follows:

1. **License Granted.** The Property Owner (City of Hailey) grants the Licensee, via the Licensor, permission to install the Mural on the exterior walls of the restroom building at Hop Porter Park located at WOODSIDE CENTRAL PARK SUB LOT 1 BLK 1. The Mural is to be installed as per the design approved by the Hailey Arts and Historic Preservation Commission with review by the Parks and Lands Board.
2. **Term of License.** The license shall be valid for one (1) year from the date of approval, or September 11, 2024.
3. **Use of Site.** The site for which the license is granted shall be used by Artist/Licensee (The Sage School), via the Licensor (City of Hailey), for the sole and exclusive purpose of painting the Mural and touch-up repairs, for no other purposes without the prior written consent of the City of Hailey (Property Owner and Licensor).
4. **Scope of Work.** The Sage School (Licensee) will paint a public Mural, per the design approved by the Hailey Arts & Historic Preservation Commission, on the exterior walls of the restroom buildings at Hop Porter Park. The parties agree to maintain proper communication, as appropriate. All duties to be performed hereunder shall be performed as specified or, if not specified, in a prompt and timely manner.
5. **Payment.** Artist (Licensee) and the City of Hailey (Licensor) agree to donate the Mural to the Property Owner at no cost to the Property Owner. The Property Owner/Licensor will provide zero compensation for the artwork, labor, and materials used to create the Mural.
6. **Artist Responsibilities.** The Artist represents and warrants that the Mural to be created is an original work of art and that the Mural shall be a faithful rendition of the preliminary design

submitted by the Artist and approved by the Hailey Arts and Historic Preservation Commission. Artist shall grant a non-exclusive license to the City/Property Owner to copy or reproduce the Mural for all standard collection purposes including, but not limited to: City websites or social media, handouts, brochures, and to authorize others to do the same. The artist shall provide the City with digital images of the completed Mural in a format agreed upon between parties. Proper credit will be given to the Artist and attached to every marketing medium that utilizes said piece.

7. **Mural Maintenance.** The artist acknowledges that maintenance of the Mural on a regular basis is essential to the integrity and appearance of the Mural. This may include regular touch-ups related to minor cracks, scratches, minor instances of graffiti, and other repairs. If maintenance or repair of the Mural is deemed necessary by the City, the City may notify the Artist to discuss the extent of repairs. If at the City's request the Artist is unable to complete large-scale maintenance or repairs, or if the City deems there is need for an immediate repair, the City shall have the right to make such necessary maintenance and repairs, as needed. A graffiti-proof, invisible protective layer may be applied to prolong the Mural's appearance and facilitate (safe) removal of any graffiti.

8. **Mural and Site Alterations.** The parties agree that, to the extent allowed by law:
 - a. It is the Artist's intent to retain and publicly display the Mural at the Site for a period of five (5) years. However, all parties acknowledge that circumstances may arise that would make it prudent for the City or Property Owner to remove the Mural from public display. When such a circumstance arises, the parties shall confer in good faith about the future status of the Mural.
 - b. The City/Property Owner shall notify Artist of any proposed significant alteration of the Site that would affect the intended character and appearance of the Mural. The City/Property Owner shall make a good faith effort to consult with the Artist in the planning and execution of any such alteration. The City/Property Owner shall make a reasonable effort to maintain the integrity of the Mural during such alteration.
 - c. If the City/Property Owner are unable to locate and communicate with the Artist, the City/Property Owner shall have discretion whether to display or deaccession the artwork and to determine whether artwork, which has been damaged or destroyed, shall be repaired.
 - d. Consistent with the paragraphs above and in the case of removal, Artist agrees to waive all rights with regard to the work while retaining copyright to the Work.
 - e. The City/Property Owner will not intentionally use the Mural in any manner that would reflect on the Artist's name or reputation as an Artist, or which would violate the spirit of the work.

9. **Copyright.** Artist reserves all copyrights in the Mural, the preliminary design, and any incidental works made in the creation of the Mural. Artist does; however, grant the City/Property Owner permission to reproduce Mural image for noncommercial purposes. Proper credit will be given to the Artist and attached to every marketing medium that utilizes said piece.

10. **Title and Ownership of Work.** Upon completion and installation of the work and upon final acceptance by the City, title to the Mural shall be passed to the Property Owner.

- 11. Indemnification.** The Licensee/Artist is not, under this Agreement, an employee or agent of the City of Hailey or the Property Owner. The Licensee/Artist covenants and agrees to indemnify, defend and hold Hailey and the Property Owner 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 Licensee/Artist, its agents, employees, assigns or anyone subcontracting with Licensee/Artist, related to damages alleged or proven, that arise out of the Licensee/Artist installation, construction, operation, or maintenance of the mural contemplated herein; to bodily injury, property damage, personal injury and/or death that arise out of the Licensee/Artist construction, operation or maintenance of said mural and to the provision of any service or duty under this Agreement. The licensee/Artist shall have the duty to appear and defend any such demand, claim, suit, or action on behalf of Hailey and or the Property Owner, without cost or expense to Hailey and or the Property Owner. The Licensee/Artist agrees fully to indemnify, save and hold harmless the City of Hailey and the Property Owner and their respective officers, agents and employees from and against all claims and actions and all expenses incidental to the investigation and defense thereof, based upon or arising out of damages or injuries to third persons or their property, caused by the fault or negligence in whole or in part of the Licensee/Artist, or its agents.
- 12. Modification.** Any modification of the terms of this Agreement, including assignment of rights or obligations, shall be in writing and signed by all parties.
- 13. Termination.** This Agreement shall terminate as outlined in Section 2 provided however, that the City/Property Owner reserves the right to terminate the license granted by this Agreement at any time and for any reason by giving Artists at least thirty (30) days written notice of such termination, except that the City/Property Owner may, at the election of the City/Property Owner, terminate the license immediately without such notices at any time, if (i) Artist fails to comply with or abide by each and all of the provisions of this License Agreement, or (ii) if the continued use of the license presents health or safety hazard.
- 14. Cleanliness of Site.** Artist shall not store, use, or dispose of any toxic or hazardous materials in, on, or about the Site without the prior written consent of City/Property Owner, and shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under this Agreement. At the completion of the Mural project, the Artist shall remove from and about the Site waste materials, rubbish, Artist's tools, construction equipment, machinery, and surplus materials. If the Artist fails to clean up as provided herein, the City may do so, and the cost thereof shall be charged to the Artist. Artist shall be solely responsible for and will defend, indemnify, and hold City, its agents, and employees, harmless from and against all claims, costs, and liabilities, including attorney's fees and costs, arising out of or in connection with the removal, clean-up, and materials necessary to return the Site and any other property of whatever nature located on the Site to their condition existing prior to the appearance of any materials related to the Mural project. Artist's obligations hereunder shall survive the termination of this Agreement.

15. Governmental Powers. It is agreed that, by executing this Agreement, City does not waive or surrender any of its governmental powers or authority.

16. Severability. If any section, sentence, clause, or phrase of this Agreement is found to be invalid by any court of competent jurisdiction, it shall not affect the validity of any remaining provisions of this Agreement.

17. Miscellaneous.

- a. This Agreement supersedes all prior discussions and contains all agreements and understandings between Artist and City/Property Owner with respect to the subject matter hereof. This Agreement may only be amended by a writing signed by all parties.
- b. The provisions of the Agreement relating to indemnification shall survive any termination or expiration of this Agreement. Any provision of this Agreement that would require performance subsequent to the termination or expiration of this Agreement shall likewise survive any such termination or expiration.
- c. This Agreement may be executed in duplicate counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The signature pages from one (1) or more counterparts may be removed from such counterparts and such signature pages all attached to a single instrument.
- d. The recitals are incorporated herein by reference as if set forth herein in full.

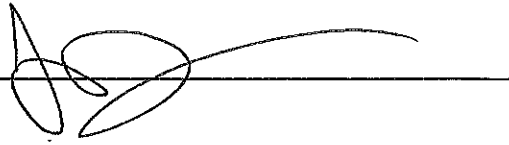
City of Hailey

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk

The Sage School (Licensee/Artist)

Name: Julia Zimmerman Signature: 
Mailing Address: Box 2602 SV
Phone: 804 577 3941
Email Address: julie@thesageschool.org
Date: 09-21-23

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 09/11/2023 **DEPARTMENT:** Community Development **DEPT. HEAD SIGNATURE:** RD

SUBJECT: Motion to authorize the mayor’s signature on a Certificate of Completion Letter for a Cash Security Agreement pertinent to Skyview Apartments (Lots 1A, 2A, 3A, 4A, 5A, and 6A, Block 86, Woodside Subdivision #25).

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code Title 16 (IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED: The City Council approved the Final Plat for Lots 1A, 2A, 3A, 4A, 5A, and 6A, Block 86, Woodside Subdivision #25 (Tanner Investments, LLC) concurrently with a Security Agreement on November 8, 2021.

Pursuant Title 16: Subdivision Regulations, Section 16.03.030: Final Plat Approval, I. Security Required, the Developer may, in lieu of actual construction, provide to the City such security as may be acceptable to the City, in a form and in an amount equal to the cost of the engineering and the improvements not previously installed by the Developer, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one year from the date the security is provided.

Tanner Investments, LLC, has provided a Security Agreement, in the amount of \$678,000. A partial release (#1) was approved by the Council on May 23, 2022. The Applicant completed all infrastructure, expect for landscaping within the public right-of-way, and a release (#2) in the amount of \$420,178.57 was released in February 2023.

In February 2023, the Letter of Credit for the previous security expired, and the Applicant provided a cash security in the amount of \$13,500, equivalent to \$9,000 remaining for landscaping.

Now, the Applicant Team has completed all infrastructure and is requested the Final Release of the Cash Security Deposit, in the amount of \$13,500.

Attachments include:

- a. Certificate of Completion Letter for Skyview Apartments
- b. Engineers Final Release of the Cash Security – Skyview Apartments
- c. Final Subdivision Infrastructure Summary – ROW Landscaping

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
Budget Line Item # _____ YTD Line-Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: Robyn Davis Phone # 788-9815 ext. 2015.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

___ 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: Motion to authorize the mayor’s signature on a Certificate of Completion Letter for a Cash Security Agreement pertinent to Skyview Apartments (Lots 1A, 2A, 3A, 4A, 5A, and 6A, Block 86, Woodside Subdivision #25).

ADMINISTRATIVE COMMENTS/APPROVAL:

September 11, 2023

Tanner Investments, LLC
ATTN: Brant Tanner
PO Box 353
Hailey, ID 83333

Re: Certificate of Completion of ROW Landscaping - Lots 1A- 6A, Block 86, Woodside Subdivision #25 (Skyview Subdivision)

Dear Mr. Brant Tanner:

The undersigned hereby certifies that the infrastructure improvements (“Work”) to the Skyview Subdivision (“Project”) Development, as described in Exhibit A, has been inspected, approved and completed by City Staff, and in accordance with applicable ordinances, regulations, plans and specifications and all project documents, including the Security Agreement for Skyview Subdivision (Woodside Subdivision # 25, Block 86, Lots 1A- 6A), dated February 15, 2023 (“Project Documents”), and is hereby approved and accepted by the City of Hailey, Idaho (“City”) as of the date of this Certificate (“Completion Date”).

The Completion Date is also the date after which the City shall have sole responsibility for maintenance, heat, utilities, damage to the work and insurance and the date of commencement of applicable warranties required by the Project Documents.

Sincerely,

City of Hailey, Idaho

By: _____
Martha Burke, Mayor

September 11, 2023

Tanner Investments, LLC
C/O Brant Tanner
PO BOX 353, Hailey, ID 83333

Re: Final Release of Cash Deposit Pursuant to Skyview Apartments Security Agreement

Dear Tanner Investments, LLC:

The City of Hailey is in receipt of a cash deposit in the amount of \$13,500, as contemplated within the Security Agreement approved by the Hailey City Council for Sunbeam Final Plat infrastructure improvements (Resolution 2023-022, approved February 13, 2023). Section 5 of the referenced agreement stipulates how funds can be released based on completion of work.

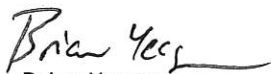
Section 5 states, in part that, "In the event the Applicant completes construction of the Improvements secured by the Security on or before the date set forth in Paragraph Number 1, Hailey shall release funds, including any and all interest accrued thereon, to the Applicant upon receiving written notice by the City Engineer that the Improvements have been installed according to the applicable ordinances, regulations, plans, and specifications, and that the same has been inspected by the City Engineer. Also, the Applicant may apply for a partial release of the Security from Hailey as described in paragraph 2."

The Applicant has previously applied and been approved partial releases in the amount of \$244,321.43 and \$420,178.57.

I have reviewed the infrastructure items requested for the final release in the attached spreadsheet, with a **release amount of \$13,500** from the cash deposit and a **release amount of the associated interest accrued** for the interest accrued. By way of this letter, I am providing notice of completion of said items.

If you have any further questions, please let me know.

Sincerely,



Brian Yeager,
City Engineer/Public Works Director

Cc: Samantha Stahlnecker, Galena Engineering
Becky Stokes, Treasurer
Robyn Davis, Community Development Director
Christopher Simms, City Attorney

Woodside No. 25 Lots 1A-6A Block 86
Subdivision Infrastructure Summary

Item	Balance Remaining at time of Security Agreement Execution					Completed as of April 22, 2022				Completed as of December 5, 2022				Completed as of September 6, 2023				
	Unit	Quantity	Unit Cost	Total	Security Amount	% Complete	Complete	Recommended Security to be	Recommended Remaining	% Complete	Complete	Recommended Security to be Released	Recommended Remaining Security	% Complete	Complete	Recommended Security to be Released	Recommended Remaining Security	
Remaining Infrastructure Work- Per Estimate from Tanner Construction dated 8/18/21																		
1	Excavation (finish grade, sidewalk preparation, and road preparation)	LS	1	\$ 70,000.00	\$ 70,000.00	\$ 105,000.00	50%	\$ 35,000.00	\$ 52,500.00	\$ 52,500.00	100%	\$ 35,000.00	\$ 52,500.00	\$ -	100%	\$ -	\$ -	\$ -
2	Joint Trench	LS	1	\$ 28,000.00	\$ 28,000.00	\$ 42,000.00	100%	\$ 28,000.00	\$ 42,000.00	\$ -	100%	\$ -	\$ -	\$ -	100%	\$ -	\$ -	\$ -
3	Vinyl Fencing (side and rear property lines)	LS	1	\$ 28,000.00	\$ 28,000.00	\$ 42,000.00	67%	\$ 18,666.67	\$ 28,000.00	\$ 14,000.00	100%	\$ 9,333.33	\$ 14,000.00	\$ -	100%	\$ -	\$ -	\$ 0.00
4	Landscaping	LS	1	\$ 180,000.00	\$ 180,000.00	\$ 270,000.00	14%	\$ 25,714.29	\$ 38,571.43	\$ 231,428.57	95%	\$ 145,285.71	\$ 217,928.57	\$ 13,500.00	100%	\$ 9,000.00	\$ 13,500.00	\$ -
5	Asphalt Paving	LS	1	\$ 70,000.00	\$ 70,000.00	\$ 105,000.00	40%	\$ 28,000.00	\$ 42,000.00	\$ 63,000.00	100%	\$ 42,000.00	\$ 63,000.00	\$ -	100%	\$ -	\$ -	\$ -
6	Sidewalk, Curb and Gutter	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 75,000.00	40%	\$ 20,000.00	\$ 30,000.00	\$ 45,000.00	100%	\$ 30,000.00	\$ 45,000.00	\$ -	100%	\$ -	\$ -	\$ -
7	Dumpster Shelters	LS	1	\$ 15,000.00	\$ 15,000.00	\$ 22,500.00	50%	\$ 7,500.00	\$ 11,250.00	\$ 11,250.00	100%	\$ 7,500.00	\$ 11,250.00	\$ -	100%	\$ -	\$ -	\$ -
8	Replace Bike Racks and Bus Shelters	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 7,500.00	0%	\$ -	\$ -	\$ 7,500.00	100%	\$ 5,000.00	\$ 7,500.00	\$ -	100%	\$ -	\$ -	\$ -
Construction Surveying and Engineering																		
9	Construction Staking	LS	1	\$ 3,000.00	\$ 3,000.00	\$ 4,500.00	0%	\$ -	\$ -	\$ 4,500.00	100%	\$ 3,000.00	\$ 4,500.00	\$ -	100%	\$ -	\$ -	\$ -
10	Set Monuments	LS	1	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	0%	\$ -	\$ -	\$ 1,500.00	100%	\$ 1,000.00	\$ 1,500.00	\$ -	100%	\$ -	\$ -	\$ -
Totals					\$ 450,000.00	\$ 675,000.00		\$ 162,880.95	\$ 244,321.43	\$ 430,678.57		\$ 278,119.05	\$ 417,178.57	\$ 13,500.00		\$ 9,000.00	\$ 13,500.00	\$ 0.00



Return to Agenda

AGENDA ITEM SUMMARY

AGENDA ITEM SUMMARY

DATE: 9-11-2023 **DEPARTMENT:** CDD **DEPT. HEAD SIGNATURE:** LH/CPS

SUBJECT: Authorize the Mayor to sign a letter consenting to representation of Hawley Troxell in a land use matter and agreeing that no conflict exists with regards to financial representation.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Hawley Troxell has submitted a letter requesting that the City sign a letter of no conflict regarding future representation of Hawley Troxell of a private property owner on certain land use issues. The attached letter outlines that this land use matter is unrelated to the financing representation that Hawley Troxell provides to the City with regards to the 2023 Aging Infrastructure Wastewater Bond. The City Attorney has reviewed the attached and has no issue with the Mayor signing the Waiver of Conflict letter.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

The first portion of the contract (\$45,000 will be paid for in the current fiscal year budget. The remaining \$\$21,500 will be paid for next fiscal year.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to authorize the Mayors signature on a letter consenting to representation of Hawley Troxell in a land use matter and agreeing that no conflict exists with regards to financial representation.

ACTION OF THE CITY COUNCIL:

Date _____
City Clerk _____

FOLLOW-UP:

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

MICHAEL M. STODDARD
ADMITTED TO PRACTICE LAW IN IDAHO
EMAIL: MSTODDARD@HAWLEYTROXELL.COM
DIRECT DIAL: 208.388.4892

August 28, 2023

City Council
City of Hailey
115 Main Street South
Hailey, Idaho 83333

Re: *Waiver of Conflict*

Esteemed members of the City Council:

A. Background

Butterfly LLC (the “Applicant”) has requested that Hawley Troxell represent it relative to certain land use applications (collectively, the “Land Use Representation”) it intends to file with the City of Hailey (the “City”). Hawley Troxell currently represents the City relative to unrelated financing matters (the “Financing Representation”). Hawley Troxell’s representation of the Applicants in the Land Use Representation would be adverse to the City as described herein.

B. Conflict Disclosure – Concurrent Representation – Professional Conduct Rules

The Idaho Rules of Professional Conduct (the “Rules”) govern attorneys’ duties and responsibilities in the practice of law in Idaho. Rule 1.7(a) sets forth the general rule:

- a) Except as provided in paragraph (b) a lawyer shall not represent a client if the representation involves a concurrent conflict of interest. A concurrent conflict of interest exists if:
 - 1) the representation of one client will be directly adverse to another client; or
 - 2) there is a significant risk that the representation of one or more clients will be materially limited by the lawyer’s responsibilities to

another client, a former client or a third person or by the personal interests of the lawyer, including family and domestic relationships.

Rule 1.7(b) provides that an attorney may represent the same clients with conflicting interests if:

- 1) the lawyer reasonably believes that the lawyer will be able to provide competent and diligent representation to each affected client; and
- 4) each affected client gives informed consent confirmed in writing.

(Elements 2 and 3 of Rule 1.7(b) do not apply.)

I will review each of these Rules in order.

1. Rule 1.7(a)(1) – Clients with Adverse Interests

Rule 1.7(a) clearly would be implicated because both the Applicant and the City would be clients of Hawley Troxell, and Hawley Troxell’s representation of the Applicant in the Land Use Representation would be directly adverse to the City in that matter.

2. Rule 1.7(a)(2) – Materially Limited (by Concurrent Representation)

We do not believe that Rule 1.7(a)(2) would be implicated. In the Financing Representation, we are representing the City with respect to ongoing advice related to City finance matters. Our representation of the City in the Financing Representation is unrelated to the Land Use Representation, and the City would have its own counsel in the Land Use Representation (the matter in which the Applicant would be adverse to the City). We do not believe that either our representation of the City with respect to the Financing Representation or our representation of the Applicant in the Land Use Representation would be materially limited by the Firm’s responsibility to the other party.

3. Rule 1.7(b)(1) – Diligent Representation

Under Rule 1.7(b), we must believe that we will provide competent and diligent representation to both clients.

As described above, we owe a duty to the City to represent it diligently with regard to the Financing Representation. We would likewise owe a duty to the Applicant to represent it diligently with regard to the Land Use Representation. We believe we could continue to provide competent and diligent representation to the City in the Financing Representation while also providing competent and diligent representation to the Applicant in the Land Use Representation. As discussed, the Land Use Representation would be unrelated to the Financing Representation, and we don’t believe that there would be

significant risk that our representation of the City in the Financing Representation or our representation of the Applicant in the Land Use Representation would be materially limited by our responsibilities to the other party.

4. Rule 1.7(b)(2) – Informed Consent

a. General

Rule 1.7 requires that the consent of the clients be “informed.” The key factors in the disclosure to the clients to obtain the informed consent are (i) description of the scope of the engagement, (ii) identification of all potential points of conflict or adversity and (iii) impact on the attorney-client privilege. The scope of the engagement has been covered in the paragraphs above.

b. All Potential Conflicts and Points of Adversity

The Applicant and the City would be adverse to each other in the Land Use Representation, as the parties may have competing interests relative to the Applicant’s applications.

c. Attorney-Client Privilege

With respect to the attorney-client privilege, the Rules make a further distinction between “concurrent clients” (the potential situation here) and “common representation” (the situation in which the attorney seeks consent of the clients to represent all of them to “adjust a relationship between clients on an amicable and mutually advantageous basis; for example in helping to organize a business in which two or more clients are entrepreneurs...”). As described above, this would not be a common representation. Accordingly, there would be no impact on the attorney-client privilege. Communications to us from the City on the Financing Representation are covered by the attorney-client privilege. Communications to us from the Applicant on the Land Use Representation also would be covered by the attorney-client privilege.

d. Independent Counsel

Interpretations of the Rules indicate that, in order for the consent of the clients to be informed, each client should obtain advice from a separate counsel if it does not feel or understand that the conflict issues have been properly identified and fully discussed. Although we have identified all the issues we can think of, we would urge you to consult with separate counsel if you feel it is necessary.

August 28, 2023

Page 4

C. Conclusion

We are requesting, pursuant to this letter, that the City consent to our representation of the Applicant in connection with the Land Use Representation and agree to waive the conflict of interest as described hereinabove.

If the scope of our representation as described in this letter is inconsistent in any way with your understanding or wishes, please let me know as soon as possible. Otherwise, please sign where indicated below and return this letter to me for our files. Thank you.

Very truly yours,

HAWLEY TROXELL ENNIS & HAWLEY LLP



Michael M. Stoddard

ACCEPTED AND AGREED:

City of Hailey, a municipal corporation of the State of Idaho

By: _____

Name: _____

Title: _____

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 9/11/2023 **DEPARTMENT:** Treasurer **DEPT. HEAD SIGNATURE:**

SUBJECT: Ratify Mayor Burke’s signature on application to open an additional LGIP (Local Government Investment Pool) account for the proceeds from the 0.5% LOT for Housing initiative which commenced with LOT receipts from car, hotel and short term rentals as of 7/1/23.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED: Item Number

It is important to keep funds specific to a certain initiative separate.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle

Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: Becky Stokes Phone # 788-4221-X 28

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:

Ratify signature.

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:

Date _____
City Clerk _____

FOLLOW-UP:

None Needed



05% Housing Fund

LGIP

Local Government Investment Pool

Julie A. Ellsworth
Idaho State Treasurer
Idaho State Treasurer's Office

ADDITIONAL FUNDS APPLICATION

The completed form can be faxed, scanned and emailed or mailed to the address below.

This information is approved by this public agency's governing board (and must be signed by a member of the board, other than the contact person listed below), for the purpose of establishing an additional fund with the State Treasurer's Office, specifically the Local Government Investment Pool. The signed application authorizes the LGIP to invest funds of this agency pursuant to Idaho Codes 67-1210 and 67-1210A. Participation in the pool will remain in effect until the account opened by this application carries a zero balance. Authorization shall be indicated by an original signature on the bottom of this form. We acknowledge we have read the LGIP Investment Statement of Understanding and LGIP Investment Policy and agree to the terms and conditions stated therein, and any subsequent changes thereto. A copy of any changes to the Statement of Understanding and Investment Policy will be provided to this agency upon request.

AGENCY NAME: City of Hailey

MAILING ADDRESS: 115 MAIN ST SD

CITY, STATE: Hailey, ID ZIP: 83333

CONTACT NAME: Becky Stokes & Lisa Horowitz

PHONE: 208/788-4224 FAX: 208/788-2924

E-MAIL ADDRESS: Becky.Stokes@HaileyCityHall.org; Lisahorowitz@HaileyCityHall.org

DESIGNATED BANK NAME: Mountain West Bank CITY: Hailey STATE: ID

ABA TRANSIT/ROUTING NUMBER: 123171955 ACCOUNT NUMBER: 32050000075

BANK PHONE NUMBER: 208/598.0449 BANK FAX NUMBER: 208/598-2371

The signature below, **by an authorized member of this agency's governing board**, will hereby authorize the State Treasurer to initiate **debit and credit** entries, upon the agency's request, to and from this account in the depository financial institution named above. We acknowledge that the origination of ACH transactions to our account must comply with the provisions of the U.S. law. Applicant will include a roster of current authorized board members, on its own letterhead, with this application and will be responsible for providing the STO any future updates to this information as they occur.

This authorization is to remain in full force and effect until the State Treasurer receives notification from us of its termination in such time and in such manner as to afford the State Treasurer and depository a reasonable opportunity to act on it.

MARTHA BURKE
NAME of Board Member:
Martha Burke
SIGNATURE of Board Member
(Authorized to act on behalf of above named agency)

Mayor, City of Hailey
TITLE of Board Member:
9/7/2023
DATE

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 09/11/2023 **DEPARTMENT:** Community Development **DEPT. HEAD SIGNATURE:** RD

SUBJECT:

Alcohol Beverage Licenses

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code 5.04, 5.08, 5.12
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Alcohol license Renewals

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: (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:

Approve the following Alcohol Beverage License Renewals contingent upon approval of HPD and Applicant submittal of required documents.

Jhony's KB's

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: *Additional/Exceptional Originals to: _____
Copies (all info.): Copies
Instrument # _____



ALCOHOL BEVERAGE LICENSE

APPLICATION FOR:

Liquor	\$562.50	<input type="checkbox"/>	_____
Wine by the Drink	\$200.00	<input checked="" type="checkbox"/>	_____
Beer by the Drink	\$200.00	<input checked="" type="checkbox"/>	_____
Grocery Sale of Wine	\$200.00	<input checked="" type="checkbox"/>	_____
Grocery Sale of Beer	\$ 50.00	<input type="checkbox"/>	_____

APPLICATION IS:

New License
 Renewal

Total Amount Due: 600

Applicant Name: Wilber Gomero
 Business Name: JC Perfect Roast Chicken & Pasta
 Business Address: 125 N Main St
 Mailing Address: PO Box 3321 Ketchum ID 83340
 Business Phone:
 Property Owner (if different from applicant): _____

I hereby certify that the above statements are true, complete and correct to the best of my knowledge. I further certify that I have applied for and received the Idaho State Alcohol License (copy attached) and the Blaine County Alcohol License (copy attached)

 Applicant Signature

8/21/2023
 Date

Subscribed and sworn to before me this
31st day of August, 2023

Michelle Johnson
 City Clerk or Designee

<i>OFFICIAL USE ONLY</i>	
State License No.	<u>12441</u>
County License No.	<u>122</u>
City License No.	<u>1606</u>
Date Approved by Council	_____
Chief of Police Approval	_____

Idaho State Police

Cycle Tracking Number: 143683

Premises Number: 5B-12441 **Retail Alcohol Beverage License**

License Year: 2024

License Number: 12441

This is to certify, that JC Perfect Roast Chicken & Pasta LLC
doing business as: Jhony's Peruvian Cuisine

is licensed to sell alcoholic beverages as stated below at:
125 N Main St, Hailey, Blaine County

Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.

County and city licenses are also required in order to operate.

Liquor	No
Beer	Yes <u>\$50.00</u>
Wine by the bottle	Yes <u>\$100.00</u>
Wine by the glass	Yes <u>\$100.00</u>
Kegs to go	No
Growlers	No
Restaurant	Yes <u>\$0.00</u>
On-premises consumption	Yes <u>\$0.00</u>
Multipurpose arena	No
Plaza	No

TOTAL FEE: \$250.00

Director of Idaho State Police

Signature of Licensee, Corporate Officer, LLC Member or Partner

JC PERFECT ROAST CHICKEN & PASTA
 JHONY'S PERUVIAN CUISINE
 PO BOX 3321

KETCHUM, ID 83340
Mailing Address

License Valid: 08/01/2023 - 07/31/2024

Expires: 07/31/2024



2024

BLAINE COUNTY
STATE OF IDAHO

No. 122

RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT _____ JC PERFECT ROAST CHICKEN & PASTA
 doing business as _____ JHONY'S PERUVIAN CUISINE
 at _____ 125 N MAIN ST. HAILEY, ID 83333
 a(n) _____ LLC _____, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946 Retail Liquor: 06/27/1947 Retail Wine: 04/12/1947 Wine By Drink: 06/11/1973.

Draft and Bottled or Canned Beer	0.00
Bottled or Canned Beer to be consumed on premises	75.00
Bottled or Canned Beer not to be consumed on premises	0.00
Retail Liquor- 122	0.00
Retail Wine	100.00
Wine by the Drink	100.00
Special Wine (Sunday)	0.00

TOTAL FEE: 275.00

[Signature]

 Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.

Witness my hand and seal this 22nd day of August, 2023.

[Signature]

 Chairman

[Signature]

 Commissioner

[Signature]

 Commissioner

[Signature]

 Clerk of the Board of County Commissioners



**South Central
Public Health District**

Prevent. Promote. Protect.

Permit

EST.#: 9295

WILBER GOMERO
PO BOX 3321
KETCHUM ID 83340
United States

THIS LICENSE IS NON-TRANSFERABLE AND IS THE PROPERTY OF THE ISSUING AGENCY AND MAY BE REVOKED FOR FAILURE TO MAINTAIN COMPLIANCE WITH THE APPLICABLE HEALTH REGULATIONS OR ANY APPLICABLE STATE AND LOCAL LAWS, ORDINANCES AND REGULATIONS THAT ARE REFERRED TO THEREIN.

IDAHO CODE 39-414 (2)

ISSUED TO: WILBER GOMERO

For the operations of a: **FULL SERVICE ESTABLISHMENT**

d.b.a **JHONY'S PERUVIAN CUISINE**

**125 N MAIN ST
HAILEY IDAHO 83333**

DATE ISSUED

01/01/2023

DATE EXPIRES

12/31/2023

Josh Jensen. Health Official

Serving Blaine, Camas, Cassia, Gooding, Jerome, Lincoln, Minidoka, and Twin Falls County

CITY OF HAILEY
Alcohol Beverage License

JC Perfect Roast Chicken & Pasta

DBA

Jhony's Peruvian Cuisine

at

125 N Main St

for

Wine by Drink
Beer by Drink
Grocery Wine

This license is valid through August 31, 2024

License No. 1606

City Clerk

Mayor

Issue Date



ALCOHOL BEVERAGE LICENSE

APPLICATION FOR:

Liquor	\$562.50	<input type="checkbox"/>	_____
Wine by the Drink	\$200.00	<input checked="" type="checkbox"/>	_____
Beer by the Drink	\$200.00	<input checked="" type="checkbox"/>	_____
Grocery Sale of Wine	\$200.00	<input type="checkbox"/>	_____
Grocery Sale of Beer	\$ 50.00	<input type="checkbox"/>	_____

APPLICATION IS:

New License
 Renewal

Total Amount Due: \$ 400.00

Applicant Name: Rodolfo I. Serva-Arca

Business Name: Serva Service, Inc

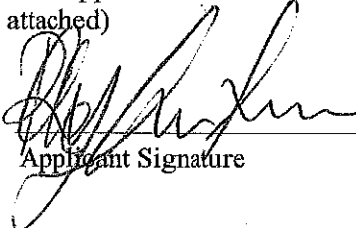
Business Address: 121 Main St. N, Suite 3A

Mailing Address: 121 Main St. N, Suite 3A Hailey ID 83333

Business Phone: 788-7217

Property Owner (if different from applicant): _____

I hereby certify that the above statements are true, complete and correct to the best of my knowledge. I further certify that I have applied for and received the Idaho State Alcohol License (copy attached) and the Blaine County Alcohol License (copy attached)


 Applicant Signature

9/5/23
 Date

Subscribed and sworn to before me this

10th day of September, 2023


 City Clerk or Designee

<i>OFFICIAL USE ONLY</i>	
State License No.	<u>5111</u>
County License No.	<u>98</u>
City License No.	<u>213</u>
Date Approved by Council	_____
Chief of Police Approval	_____

Idaho State Police

Cycle Tracking Number: 144105

Premises Number: 5B-218

Retail Alcohol Beverage License

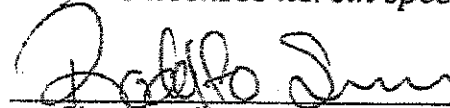
License Year: 2024

License Number: 5111

This is to certify, that Serva Services Inc
doing business as: KB Burritos

is licensed to sell alcoholic beverages as stated below at:
121 N Main St Bullion Square, Hailey, Blaine County

Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.
County and city licenses are also required in order to operate.



Signature of Licensee, Corporate Officer, LLC Member or Partner

Liquor	No
Beer	Yes <u>\$50.00</u>
Wine by the bottle	No
Wine by the glass	Yes <u>\$100.00</u>
Kegs to go	No
Growlers	No
Restaurant	Yes <u>\$0.00</u>
On-premises consumption	Yes <u>\$0.00</u>
Multipurpose arena	No
Plaza	No

SERVA SERVICES INC KB BURRITOS P. O. BOX 3053 SUN VALLEY, ID 83353 <i>Mailing Address</i>

TOTAL FEE: \$150.00

License Valid: 08/01/2023 - 07/31/2024

Expires: 07/31/2024



Director of Idaho State Police



2024

BLAINE COUNTY
STATE OF IDAHO

No. 98

RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT MAIN 200 LLC
 doing business as SERVA PERUVIAN CUISINE
 at 200 MAIN ST. KETCHUM, ID 83340
 a(n) LLC, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

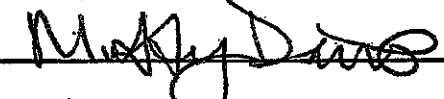
dated: Beer: 12/16/1946 Retail Liquor: 06/27/1947 Retail Wine: 04/12/1947 Wine By Drink: 06/11/1973.

Draft and Bottled or Canned Beer	100.00
Bottled or Canned Beer to be consumed on premises	0.00
Bottled or Canned Beer not to be consumed on premises	0.00
Retail Liquor- 98	0.00
Retail Wine	100.00
Wine by the Drink	100.00
Special Wine (Sunday)	0.00
TOTAL FEE:	300.00


 Signature of Licensee or Officer of Corporation

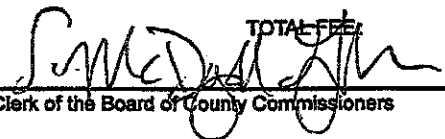
This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.

Witness my hand and seal this 25th day of July, 2023.


 Chairman


 Commissioner


 Commissioner


 Clerk of the Board of County Commissioners



**South Central
Public Health District**

Prevent. Promote. Protect.

Permit

EST.#: 3155

RODOLFO SERVA
121 N MAIN ST
HAILEY ID 83333
United States

THIS LICENSE IS NON-TRANSFERABLE AND IS THE PROPERTY OF THE ISSUING AGENCY AND MAY BE REVOKED FOR FAILURE TO MAINTAIN COMPLIANCE WITH THE APPLICABLE HEALTH REGULATIONS OR ANY APPLICABLE STATE AND LOCAL LAWS, ORDINANCES AND REGULATIONS THAT ARE REFERRED TO THEREIN.

IDAHO CODE 39-414 (2)

ISSUED TO: RODOLFO SERVA

For the operations of a: **FULL SERVICE ESTABLISHMENT**

d.b.a **KBS BURRITOS - HAILEY**

**121 N MAIN ST
HAILEY IDAHO 83333**

DATE ISSUED
01/01/2023

DATE EXPIRES
12/31/2023

Josh Jensen. Health Official

Serving Blaine, Camas, Cassia, Gooding, Jerome, Lincoln, Minidoka, and Twin Falls County

CITY OF HAILEY
Alcohol Beverage License
Serva Service, Inc

DBA

KB'S Burritos

at

121 Main St. N, Suite 3A

for

Wine by Drink
Beer by Drink

This license is valid through August 31, 2024

License No. 213

City Clerk

Mayor

Issue Date

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 09/11/2023 **DEPARTMENT:** Clerk's Office **DEPT. HEAD SIGNATURE** M. Cone

SUBJECT

Approval of Minutes from the meeting of the Hailey City Council on August 28, 2023 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 AUGUST 28, 2023
IN THE HAILEY TOWN CENTER MEETING ROOM**

The Meeting of the Hailey City Council was called to order at 5:30 P.M. by Mayor Martha Burke. Present were Council members Kaz Thea, Juan Martinez, Heidi Husbands, and Sam Linnet. Staff present included City Attorney Christopher P. Simms, City Administrator Lisa Horowitz, and City Clerk Mary Cone.

Heidi Husbands not in attendance

CALL TO ORDER:

[5:30:31 PM](#) call to order by Mayor Burke.

[5:31:49 PM](#) Lisa Wharton Blaine County resident is interested in a safe wildlife corridor in our valley, just north of Hailey. The first overpass is being built in Idaho right now. In our valley we've had 76 collisions with wildlife more than the area that is getting an overpass. There are other options besides a bridge.

CONSENT AGENDA:

CA 244	Motion to ratify Mayor's signature on letter of support for EECBG grant (Energy Block Grant) joint community application ACTION ITEM	1
CA 245	Motion to approve the Mayor's signature on a thank you letter to the Idaho Transportation Department regarding the Main Street chip seal project ACTION ITEM	5
CA 246	Motion to approve language of underwriting process for the 2023 Aging Headworks Wastewater Bond ACTION ITEM	8
CA 247	Motion to adopt Resolution 2023-103, ratifying the Mayor's signature on a Sales Agreement with Western States Cat through Summit National Bank. ACTION ITEM	89
CA 248	Motion to approve Resolution 2023-104 , authorizing The Mayor's signature on Change Order #1 with Idaho Materials and Construction, for the Croy to Quigley Path project, which increases the project price by \$4,084.50 for a change in material quantity and additional work during construction. ACTION ITEM	118
CA 249	Motion to authorize the mayor's signature on a support letter to the Blaine County Commissioners regarding the revised layout of Quigley Ranch Subdivision, a 24 lot development project, to be located directly adjacent to Hailey's City Limits in Quigley Canyon, and within Hailey's Area of City Impact. ACTION ITEM.....	124
CA 250	Motion to approve business Alcohol license renewals ACTION ITEM	129
CA 251	Motion to approve Resolution 2023-105, ratifying the Mayor's signature on the extension of the Mountain Rides Transportation Authority Joint Powers Agreement ACTION ITEM.....	144
CA 252	Motion to approve summary of Ordinance No. 1329, wildlife feeding prohibition ACTION ITEM	159
CA 253	Motion to approve minutes of August 14, 2023 and to suspend reading of them ACTION ITEM	161
CA 254	Motion to ratify claims for expenses incurred paid in August, 2023 ACTION ITEM	167
CA 255	Motion to approve claims for expenses incurred during the month of July 2023, and claims for expenses due by contract in August, 2023 ACTION ITEM	173
CA 256	Motion to approve unaudited Treasurer's report for the month of July 2023 ACTION ITEM	197

[5:31:00 PM](#) CA 246, CA 249 and CA 251 by Horowitz

HAILEY CITY COUNCIL MINUTES
August 28, 2023

5:34:33 PM Martinez moved to approve all consent agenda items minus CA 246, CA 249 and CA 251, seconded by Linnet, motion passed with roll call vote; Linnet, yes. Thea, yes. Martinez, yes.

5:35:04 PM CA246 aging headworks bond, Eric Heringer is on the call to present options. Heringer July 24, received 4 responses. DA Davidson, Stifel, Hilltop Securities and Raymond James. Heringer reviewed the proposals with specific criteria and factors, DA Davidson and Stifel were very close, 1 point difference. Okay with either the top 2, suggest hiring DA Davidson based on his review.

5:39:07 PM Linnet moved to approve CA 246 hiring DA Davidson as recommended, seconded by Martinez, motion passed with roll call vote; Linnet, yes. Thea, yes. Martinez, yes.

5:39:45 PM CA 249 Horowitz, we will revisit at another time.

5:40:16 PM CA 251 – Horowitz approve, not ratify.

5:41:01 PM Martinez, Hailey only has 1 seat, why not 2 seats on board. Mayor Burke is currently on this board and will reiterate these concerns.

5:44:16 PM Martinez moved to approve CA 251, seconded by Linnet, motion passed with roll call vote; Linnet, yes. Thea, yes. Martinez, yes.

MAYOR’S REMARKS:

5:44:38 PM Mayor Burke discusses fire and emergency services consolidation; she recently attended a meeting with Wood River Fire and Ketchum Fire departments. Other jurisdictions have agreed to participate in consolidation discussions. Next meeting Wednesday Oct. 11th 10-12 Blaine County Commissioners meeting room, please attend.

PUBLIC HEARINGS:

*PH 257 Consideration of a Planned Unit Development (PUD) Application by F & G Idaho, LLC, for approval of a three-story, eighteen (18) unit residential project, to be known as Maple Street Apartments. The project will be located at 51 W. Maple Street (Lots 16-20, Block 5, Hailey Townsite), within the General Residential (GR), Townsite Overlay (TO), and Downtown Residential Overlay (DRO) Zoning Districts. The project includes proposed public amenities and a request for waivers. As the public amenity, the PUD Application includes a proposal for six (6) community housing units, and the Applicant is requesting the following waivers: **ACTION ITEM***

..... 206

- 1. Waiver to the Maximum Building Height of the General Residential (GR) and Townsite Overlay (TO) Zoning Districts: Increase the maximum building height from 30' to 32'-6".*

2. *Waiver to the Minimum Lot Size for Planned Unit Developments: Reduce the minimum lot size from one (1) acre to 0.47 acres.*

[5:46:39 PM](#) Robyn Davis opens this item and gives a history, requesting height waiver 32' 6" and reducing the minimum lot size from one acre to .47 acres and requirement to be employed in Blaine County.

[5:48:32 PM](#) Owen Scanlon presents for applicant, explains how they ended up asking for roof height. Scanlon explains height request and why they are asking, mainly for potential high rain events, and drainage. All units are deed restricted, other 6 are available? 12 are available for owner for employees, 6 are deed restricted units in perpetuity, explains Davis.

More discussion about these units, [5:55:53 PM](#) and who is eligible. A draft agreement document is in this packet.

Public comments:

[5:57:31 PM](#) Carol Thompson, South River St. resident. Why do we have codes in place if all we have to do is ask for a variance? Codes are in place to protect growth and taxpayers. If it doesn't fit on the lot, redraw and resubmit. You are protecting developers and not homeowners, we lot parking spaces because they did not fit. Mr. Scanlon, on the commission, you'd think that he would follow the code and not ask for a variance. She is confused, heard 40ft height, what is it? Amatopia subdivision, will offer them as affordable, they are asking 1.2 million for each unit.

[6:04:24 PM](#) Tom Dixon Hailey resident, in 2019, town hall meeting, employer offered to build housing and none were interested, now employees are interested. Section 2 part e, conflict of interest, seems like Scanlon has a conflict of interest. Are cars within 4 ½ feet going to be moved for snow removal, usually 6 feet. P&Z doesn't know where this came from, why size.

[6:08:24 PM](#) Robert Richardson, thanks for not approving the previous plan. Now it seems this design is too big for the lot. Using vacated Maple street and still too big for the lot. This property is in the DRO and TO. In TO original look and feel must be preserved, reads code. We need to put more pressure on the design and architecture to fit the property. Could not find shade zoning in Hailey's code. Ketchum has this type of code. Would like a clarification of short-term and long-term use. We need guidance on conflict of interest.

[6:14:20 PM](#) Alycia Cavadi 517 S. River Street, voiced concerns about the size, rezoning and spot zoning is not right. As proposed, it is too big, for transient employees of a business owner. How is the local employee enforced? We will be stuck with a bad precedent. Would like to see a traffic study done and would like to see a shadow zone implemented. [6:18:24 PM](#) city should get binding document on this deal. We ask that these guidelines be revisited. Please ask this developer to go back and change to make something to fit the lot and character. Feel there is a conflict of interest with Architect being a P&Z Commissioner.

[6:21:32 PM](#) Davis, explains the PUD application, to provide flexibility, creativity and design, in exchange for those waivers, must give city benefits, have a list to choose from, they selected housing. The P&Z reviewed this application several times against the standards in our code and

felt that it met those requirements. The community housing units, would be a city developed document, not a direct replica of the BCHA guidelines. There will be a maintenance agreement, requires developer to maintain snow removal, street trees maintained.

[6:24:38 PM](#) Simms, has reviewed this for a conflict and have found no conflicts.

Council deliberation.

[6:25:26 PM](#) Linnet, remembers seeing this before, don't think evidence supports a conflict of interest. When applicants are doing something creative. Common land use practice not treating this applicant "special." To the substance, we need affordable housing, 6 units are 1/3 of the units of the development. Feels this waiver is well worth the 6 units being deed restricted, minimum lot size waiver is warranted also.

[6:28:12 PM](#) Martinez, listening to comments tonight, felt similar, can see how they feel. I understand how they can get to that conclusion, but knows Mr. Scanlon and feels he would not do what they are suggesting. To waivers and public benefits, 2 ½ feet waiver for the height limit is a trade-off for the 6 units. Martinez worried about how smushed it will be, tighter, see some issues during snow time.[6:31:22 PM](#) thanks for all your comments and passion for this project. Like to see the project go through.

[6:33:04 PM](#) Thea, agrees with Linnet, don't see a conflict of interest, we denied the original request. Thea has some concerns, in TO, bulk design should be possibly changed. Concerned about shadowing. Question/discuss about the 4 ½ feet versus 6 feet, not sure what that is about, want to discuss. Thea would like rent controlled assurances.

[6:37:13 PM](#) Category L is for housing for middle to upper area median income, deed restricted definition, Mayor Burke reads from our code.

Continued discussion about deed restriction and this application.[6:41:46 PM](#)

Simms suggested that maybe staff and applicant would consider an agreement for the 12 units would be for employees of company first right. Scanlon, could discuss with owner, need to get under construction. [6:50:21 PM](#) Simms, can discuss in 2 weeks and/or include additional condition. Linnet gives scenario of the condition, specific details and terms would be worked out with applicant, staff and attorney. [6:52:10 PM](#) Simms, can have FFCL&D in next meeting so will know if it falls apart by then.

[6:54:16 PM](#) Sam Stahlnecker speaks for the applicant, 4 ½ feet from travel lane, standard for City of Hailey.

[6:55:33 PM](#) **Linnet, motion to approve Ordinance No. 1331, PUD for Maple Street apartments, additional condition #5, that the 12 proposed units have category L restriction if employee is not placed in those units first, preference to be defined by staff, applicant and city attorney, seconded by Martinez. Motion passed with roll call vote; Linnet, yes. Thea, yes. Martinez, yes.**

HAILEY CITY COUNCIL MINUTES
August 28, 2023

[6:57:28 PM](#) Mayor Burke conducts 1st reading of Ordinance No. 1331, by title only.

[6:58:51 PM](#) Mayor calls for a 5-*minute break.

NEW BUSINESS:

NB 258 Consideration of design for a grant application to the Idaho Transportation Department Strategic Initiatives for the reconstruction of Myrtle Street, and authorize the Mayor's signature on the grant cover letter ACTION ITEM

[7:04:24 PM](#) Mayor Burke reconvenes meeting and opens this item. Met with neighbors and staff, if Brian will re-draw and put roundabout at 3rd some concerns would be met. Burke asks Yeager to speak. [7:06:13 PM](#) Yeager speaks to Mayor and council, current plan set, has roundabout at Myrtle and 2nd o relocate that at 3rd and Myrtle and other specifics the same. Will make those suggested changes if council approves, there will be some reduction of points in the application with the roundabout relocated to 3rd.

[7:08:57 PM](#) Yeager, grant timeline, application deadline Sept. 1, 2023, \$2 million grant potential award. Feel we are going to score high in this grant. Staff initial goals, Myrtle Street would like to reconstruct this street, never been done, it is considered a major collector street, expect tremendous growth over time on this street. In the past 5 years, we have put many pathways in place.

[7:13:52 PM](#) Next budget time, we will need to prioritize maintenance and service of the pathways.

[7:14:42 PM](#) Yeager, 3rd goal is traffic calming in this area. Project timeline, July 29th creative idea on how to apply for this grant, Saturday. Have 24 working days to make this application buildable construction plans. Yeager explains the 24 days and project application and engineer drawings. [7:23:16 PM](#) Yeager now shows aerial plans and overall design with expansion of the roadway to the southern side of Myrtle. [7:30:49 PM](#) Yeager shows a typical road section, existing street and proposed. 3 goals, new road, better path and traffic calming.

[7:35:17 PM](#) Linnet appreciates all the public comments. Roundabout on 3rd sounds like a good edit. Lane width, overall widening of asphalt, Yeager responds, happy to do what council wants. The operational changes posed and presume grant changes, Yeager explains and guesses on impacts to grant. [7:40:30 PM](#) Horowitz, explains the public right-of-way, 100 feet on this street. Thea agrees with Linnet's suggestions, narrowing the impact to Southern area. Suggests rumble strip, non-vegetation area, would want to keep good separation between pathway and road. Would love to use pathway in winter as well.

[7:44:47 PM](#) Mayor Burke speaks, can work together if we get the grant. Horowitz, asks for Fire chief to weigh in. Mike Baledge, travel lanes, 26 feet wide, striping roundabouts, fire trucks

ignore the striping and traffic signals. Always have concerns about widths, lessening widths is a concern to get safely to an emergency.

Thea likes roundabout on 3rd.

Public comments: [7:48:56 PM](#) Erin rumble strips, 4 feet now, rolled into the bike path, unaccounted for 4 feet. Overall comment, not a huge fan, not at Brian Yeager's fault, tricky thing, hard to go for big money is fast, likes the roundabout at 3rd. The divide, hope we can make it minimal. Care about the trees, please take into consideration.

[7:51:17 PM](#) Wally Jarman 305 Myrtle, a chronic complainer about traffic. Good to see the timeline, and great to see everyone together, Brian is exemplifying a great job.

[7:52:56 PM](#) Jenna Lagergren lives on North side of Myrtle, talking about the section view, suggest separation be narrowed, and crushed gravel help drain the snow storage area, suggests no trees in that area.

[7:54:39 PM](#) Justin Petty 2nd Ave, thank you to Lisa Horowitz and Brian, considering time and comments from citizens. Thank you for taking this seriously. Encourage you to lower speed limit on 2nd Ave to 15 mph. supportive of neighbors on myrtle.

[7:56:33 PM](#) Man asking Yeager a question. Primary intention, 10-foot separation between pathway and roadway. There is some variability to reducing it but comes with an operational burden.

[7:58:46 PM](#) Hope Page, 316 E. Myrtle, why are we doing this? Short timeline. It's not what it sounds like, we need more time to respond. Start slow get working on it.

[8:02:11 PM](#) Kristine Bretall, no noticing, understand this is a different process. With moving roundabout to 3rd, good news but wonder if can just put 4 way stop. All for more protective bike path.

[8:03:47 PM](#) Dustin Sandoz, speed of this makes everyone nervous. Not totally a fan of the scale or of the speed of this going through. It doesn't feel like Old Hailey if we add another lane. This will take away Old Hailey, there are other ways of diverting traffic in the city. It would be better to have the roundabout at 3rd would not really like a roundabout, liked the temporary roundabout. Safety is a concern, no data showing kids getting hit by cars, have never felt unsafe on Myrtle. Encourage council to shrink this down. Appreciate you taking the time today to meet with them.

[8:08:16 PM](#) unknown person speaking, incredible what Brian has put together. We lived on 6th, rented, have 2 young kids and bike everywhere. Never feel unsafe on the roads. Why are we doing this, is it just for the cash? Just seems too fast for this area.

[8:10:18 PM](#) Rick Cappel, commend Martha and Brian for the meeting today. Having an opportunity to discuss, gives a better option. That still doesn't allow for appropriate time to

understand. Moving the roundabout probably a great plan, expanding roadway will certify the road. Should be sensitive to concerns of citizens.

[8:13:26 PM](#) Elizabeth Cassion, lives on 2nd Ave. agrees with Wally Jarman, likes roundabout on 3rd, concerned about the width of the road. There is a speeding problem in Hailey, like that we are talking about it.

Mayor Burke has closed the public comments. We are asking if we should apply for this grant. If awarded, we will go through the public process. This council is trying to look ahead in the future, all streets in Hailey have pressure at different times. If we apply and receive the grant, conversation is just beginning.

[8:19:01 PM](#) Linnet is sympathetic that this feels like a fast process, flip side, we get complaints that things take too long. There are tradeoffs in quick and slow processes. We have to balance what is best for the city, we are taking your comments seriously. You will still have a voice if we get this grant. In favor of applying.

[8:21:54 PM](#) Thea money is often very difficult to get, have a great grant writer. The public process may have felt rushed, if we move forward and apply for the grant, public process will continue. Committed to pathways, and supportive of this grant application. Decision on Oct 18th, have approx. 6 weeks.

[8:26:51 PM](#) Martinez speaks about grants generally these opportunities come and go. It is our responsibilities to go after these monies. We have to go after this money, we need your input.

[8:32:08 PM](#) Mayor summarizes, sounds like apply for grant with roundabout at 3rd, narrower lanes and if awarded, public process will go through.

[8:33:10 PM](#) **Motion to submit a grant application made by Linnet, Thea seconds. motion passed with roll call vote; Linnet, yes. Thea, yes. Martinez, yes.**

OLD BUSINESS:

OB 259 Discussion and consideration of the proposed plan set for the Quigley Road Bike Path Project and to take public comment. ACTION ITEM

[8:34:54 PM](#) Brian Yeager introduces the Quigley Road bike path, detached pathway also, 2 foot off set, this is currently out to bid, a couple of contractors may bid.

[8:39:05 PM](#) Linnet separation between bike path and road? Yeager approx. 12 feet between.

[8:41:39 PM](#) Yeager talking about annexing road for side of roadway, so that it will be our road, it should have been done years ago. The northern 2/3rds of Quigley Rd., it was never annexed, but would need to be, city has been doing maintenance for more than 20 years though.

[8:44:46 PM](#) Linnet, concerned with maintenance of bike paths. Would love to see sidewalks and pathways be prioritized in winter. Separated paths are more difficult for snow removal, Yeager adds.

[8:46:54 PM](#) Yeager, snow removal would be more challenging here versus Myrtle Street.

Public comments

[8:51:52 PM](#) Jim Phillips 20 Quigley Road, supportive of bike paths, north side of road is best location. No public reach out concerns. Concern that path open for most of the year, city has been challenged with people and money to keep pathways open in winter. Historically, city not in a position to maintain the pathways, which drives my comments submitted earlier today. Sometimes attached path is better. [8:56:43 PM](#) Adjustments need to be made, but feel it is important for usability and safety of path. Take some time this winter and finalize issues and resolve them now. It would be good to meet with all Quigley owners.

[8:58:50 PM](#) Yeager responds to Mayor Burke's request. Horowitz will organize neighborhood meetings.

[9:00:03 PM](#) Debbie Town Quigley resident, agrees with Phillips feels it should be connected to roadway, would be thrilled to be in a public meeting.

[9:01:09 PM](#) **Linnet makes a motion to continue, Martinez, seconds. Motion passed with roll call vote; Linnet, yes. Thea, yes. Martinez, yes.**

OB 260 Motion to approve final design of the proposed River Street LHTAC Walnut to Galena Project, and authorize Public Works to issue a request for project bidding. ACTION ITEM.

[9:01:43 PM](#) LHTAC project Yeager, this has been a 5-year process, you've seen this before, final design, not a new design. Deadline Sept. 1st. once we agree on design, will come to us with a state / local agreement, hope is that LHTAC can take surplus funding towards our project next year.

[9:04:32 PM](#) **Thea moves to approve final design and go to bidding, Martinez seconds. Motion passed with roll call vote; Linnet, yes. Thea, yes. Martinez, yes.**

OB 261 Motion to approve L2 form to certify Hailey City tax levy, as approved in Hailey's FY 2024 budget, to Blaine County Board of Commissioners and the Idaho State Tax Commission ACTION ITEM

[9:05:10 PM](#) Horowitz, taking full 3% allowed by law. Becky Stokes, nothing to add, Horowitz handed out the worksheet to council tonight.

[9:06:54 PM](#) **Linnet moves to approve L2 as presented, Thea seconds, motion passed with roll call vote; Linnet, yes. Thea, yes. Martinez, yes.**

OB 262 2nd Reading of FY24 Appropriation Ordinance No. 1330 ACTION ITEM

[9:07:49 PM](#) **Mayor Burke conducts the 2nd reading of Ordinance No. 1330, by title only.**

STAFF REPORTS:

[9:09:09 PM](#) Mike Baledge speaks to council, expanding on Mayor's comments earlier in the meeting, consolidation, technical committee, planning and working out details. Another committee, steering committee where council would be involved. Other proposals, cautious to commit to those, any costs, would be expensive, more expensive than today. This proposal was built but did not include all fire agencies in the discussion. [9:12:28 PM](#) Thea asks question. Baledge. Ambulance district, consolidation or fire consolidation too? Not sure how all the agencies fit together with the consolidation. Meetings are coming up this Wednesday, 8/30/23.

Declarations of candidacy opened today, closes 9/8.

[9:15:45 PM](#) **Martinez moves to adjourn, Thea seconds motion passed unanimously.**

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 09/11/2023 **DEPARTMENT:** Finance & Records **DEPT. HEAD SIGNATURE:** MHC

SUBJECT

Council Ratification of Claims costs incurred during the month of August 2023.

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:

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
215 ARNOLD MACHINERY COMPANY											
PX100	1	PX1000262-1 O-RING, WASER, SEALING KIT RET	Invoice	06/02/2022	06/27/2022	328.51-	328.51-	100-40-41405		622	1
Total 215 ARNOLD MACHINERY COMPANY :						328.51-	328.51-				
6056 CENTURY LINK											
08/22/2	1	9814 260B	Invoice	08/22/2023	08/30/2023	98.31	98.31	100-15-41713		823	1
08/22/2	2	9814 260B	Invoice	08/22/2023	08/30/2023	98.31	98.31	200-15-41713		823	1
08/22/2	3	9814 260B	Invoice	08/22/2023	08/30/2023	98.31	98.31	210-15-41713		823	1
08/22/2	4	9814 260B	Invoice	08/22/2023	08/30/2023	98.31	98.31	100-25-41713		823	1
08/22/2	5	9814 260B	Invoice	08/22/2023	08/30/2023	98.31	98.31	100-20-41713		823	1
08/22/2	6	9814 260B- 33.33%	Invoice	08/22/2023	08/30/2023	32.77	32.77	100-42-41713		823	1
08/22/2	7	9814 260B- 33.33%	Invoice	08/22/2023	08/30/2023	32.77	32.77	200-42-41713		823	1
08/22/2	8	9814 260B- 33.33%	Invoice	08/22/2023	08/30/2023	32.77	32.77	210-42-41713		823	1
08/22/2	9	2211-125b treatment plant	Invoice	08/22/2023	08/30/2023	68.97	68.97	210-70-41713		823	1
08/22/2	10	2211-125B Water Dept	Invoice	08/22/2023	08/30/2023	68.97	68.97	200-60-41713		823	1
08/22/2	11	3147 220B HFD	Invoice	08/22/2023	08/30/2023	79.78	79.78	100-55-41713		823	1
08/22/2	12	6566 569B Police Dept	Invoice	08/22/2023	08/30/2023	68.97	68.97	100-25-41713		823	1
08/22/2	13	5965-737B STREET SHOP	Invoice	08/22/2023	08/30/2023	78.75	78.75	100-40-41713		823	1
Total 6056 CENTURY LINK:						955.30	955.30				
972 COX COMMUNICATIONS											
08/17/2	1	0012401 038676401 WASTEWATER	Invoice	08/17/2023	08/30/2023	78.99	78.99	210-70-41713		823	1
08/17/2	2	001 2401 038676401 WATER	Invoice	08/17/2023	08/30/2023	79.00	79.00	200-60-41713		823	1
Total 972 COX COMMUNICATIONS:						157.99	157.99				
50252 DREWEN CONSTRUCTION LLC											
124992	1	410 N River U#8 - Clasic Pleated Shades & Blinds	Invoice	05/30/2023	07/10/2023	1,377.92	1,377.92	120-10-41549		723	1
124992	2	410 N River U#8 - Labor 50/hr x 2/hrs	Invoice	05/30/2023	07/10/2023	100.00	100.00	120-10-41549		723	1
124992		Chk No: 56064 (1)	Calculated	07/10/2023			1,377.92-	1000020301		723	1
124992		Chk No: 56064 (1)	Calculated	08/30/2023			1,377.92	1000020301		723	1
124992		Chk No: 56064 (1)	Calculated	07/10/2023			100.00-	1000020301		723	1
124992		Chk No: 56064 (1)	Calculated	08/30/2023			100.00	1000020301		723	1
Total 50252 DREWEN CONSTRUCTION LLC:						1,477.92	1,477.92				

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
8606 HRA VEBA TRUST											
SEPTE	1	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	227.80	227.80	100-50-41126		823	1
SEPTE	2	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	497.44	497.44	100-20-41126		823	1
SEPTE	3	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	1,594.60	1,594.60	100-25-41126		823	1
SEPTE	4	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	455.60	455.60	100-45-41126		823	1
SEPTE	5	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	476.52	476.52	200-60-41126		823	1
SEPTE	6	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	248.72	248.72	210-70-41126		823	1
SEPTE	7	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	227.80	227.80	100-55-41126		823	1
SEPTE	8	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	41.45	41.45	100-15-41126		823	1
SEPTE	9	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	41.45	41.45	200-15-41126		823	1
SEPTE	10	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	41.46	41.46	210-15-41126		823	1
SEPTE	11	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	41.46	41.46	100-42-41126		823	1
SEPTE	12	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	41.45	41.45	200-42-41126		823	1
SEPTE	13	MONTHLY VEBA CONTRIBUTION SEP2023	Invoice	08/30/2023	08/30/2023	41.45	41.45	210-42-41126		823	1
Total 8606 HRA VEBA TRUST:						3,977.20	3,977.20				
22433 IDAHO POWER											
08/18/2	1	IP 2204935643 - 1811 Merlin Loop	Invoice	08/30/2023	08/30/2023	506.79	506.79	100-40-41717		823	1
08/18/2	2	IP 2204935643 - 617 3rd Ave S	Invoice	08/30/2023	08/30/2023	228.68	228.68	100-55-41717		823	1
08/18/2	3	IP 2204935643 - 116 River St.	Invoice	08/30/2023	08/30/2023	68.41	68.41	100-50-41718		823	1
08/18/2	4	ip 2204935643 - 7 Croy St.	Invoice	08/30/2023	08/30/2023	822.43	822.43	100-45-41717		823	1
08/18/2	5	IP 2204935643 - 115 Main St 2nd Floor	Invoice	08/30/2023	08/30/2023	203.28	203.28	100-42-41717		823	1
08/18/2	6	IP 2204935643 - 115 Main St 2nd Floor	Invoice	08/30/2023	08/30/2023	203.28	203.28	200-42-41717		823	1
08/18/2	7	IP 2204935643 - 115 Main St 2nd Floor	Invoice	08/30/2023	08/30/2023	203.29	203.29	210-42-41717		823	1
08/18/2	8	IP 2204637769 WW	Invoice	08/30/2023	08/30/2023	16,270.08	16,270.08	210-70-41717		823	1
08/18/2	9	IP2220558908 - PARKS HEAGLE PARK	Invoice	08/30/2023	08/30/2023	5.31	5.31	100-40-41717		823	1
Total 22433 IDAHO POWER:						18,511.55	18,511.55				
50352 IDAHO TRANSPORTATION DEPT											
VIN# 4	1	2023 Ford F250 VIN# XXX-4378 - Exempt Plates	Invoice	08/17/2023	08/17/2023	23.00	23.00	200-60-41415		823	1
VIN# 4		Chk No: 56481 (1)	Calculated	08/18/2023			23.00-	1000020301		823	1
VIN# 4		Chk No: 56481 (1)	Calculated	08/29/2023			23.00	1000020301		823	1
Total 50352 IDAHO TRANSPORTATION DEPT:						23.00	23.00				
384 INTERMOUNTAIN GAS COMPANY											
08/24/2	1	meter 536199 P/W 33.3%	Invoice	08/24/2023	08/30/2023	2.58	2.58	100-42-41717		823	1
08/24/2	2	meter 536199 P/W 33.3%	Invoice	08/24/2023	08/30/2023	2.57	2.57	200-42-41717		823	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
08/24/2	3	meter 536199 P/W 33.3%	Invoice	08/24/2023	08/30/2023	2.57	2.57	210-42-41717		823	1
08/24/2	4	meter 536199 LIBRARY	Invoice	08/24/2023	08/30/2023	7.73	7.73	100-45-41717		823	1
08/24/2	5	meter 520352 PW 1241 WAR EAGLE	Invoice	08/24/2023	08/30/2023	15.45	15.45	100-50-41717		823	1
08/24/2	6	meter 223166 4297 Glenbrook Shop	Invoice	08/24/2023	08/30/2023	16.35	16.35	210-70-41717		823	1
08/24/2	7	Meter 629802, HPD 311 E Cedar	Invoice	08/24/2023	08/30/2023	46.98	46.98	100-25-41717		823	1
08/24/2	8	meter 517964 Woodside Treatment Plant	Invoice	08/24/2023	08/30/2023	24.45	24.45	210-70-41717		823	1
08/24/2	9	meter 223157 4297 Glenbrook A	Invoice	08/24/2023	08/30/2023	20.85	20.85	210-70-41717		823	1
08/24/2	10	meter 634547 4297 Glenbrook Bio-Solids	Invoice	08/24/2023	08/30/2023	25.37	25.37	210-70-41717		823	1
08/24/2	11	meter 475252 WW Treatment Plant	Invoice	08/24/2023	08/30/2023	21.75	21.75	210-70-41717		823	1
08/24/2	12	meter 629797 STREET 1811 Merlin LP	Invoice	08/24/2023	08/30/2023	24.45	24.45	100-40-41717		823	1
08/24/2	13	meter 518056 AD 116 S. River St	Invoice	08/24/2023	08/30/2023	15.45	15.45	100-50-41718		823	1
08/24/2	14	meter 475481 HFD 617 S 3rd Ave	Invoice	08/24/2023	08/30/2023	28.05	28.05	100-55-41717		823	1
Total 384 INTERMOUNTAIN GAS COMPANY:						254.60	254.60				
5129 RUSH TRUCK CENTERS OF ID INC											
303184	1	3031849541 LATCH KIT, HOOD LATCH	Invoice	03/24/2023	05/22/2023	175.00-	175.00-	100-40-41405		523	1
Total 5129 RUSH TRUCK CENTERS OF ID INC:						175.00-	175.00-				
6546 TUMBLEWEED TINY HOUSE COMPANY											
TW337	1	TW3372 - TINEY HOMES/ 23 ELM 30 ALTA FINAL B	Invoice	08/16/2023	08/30/2023	78,688.00	78,688.00	120-10-41549		823	1
Total 6546 TUMBLEWEED TINY HOUSE COMPANY:						78,688.00	78,688.00				
Total :						103,542.05	103,542.05				
Grand Totals:						103,542.05	103,542.05				

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
1000020301	1,500.92	1,500.92-	.00
100-15-41126	41.45	.00	41.45
100-15-41713	98.31	.00	98.31
100-20-41126	497.44	.00	497.44

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-20-41713	98.31	.00	98.31
100-25-41126	1,594.60	.00	1,594.60
100-25-41713	167.28	.00	167.28
100-25-41717	46.98	.00	46.98
100-40-41405	.00	503.51-	503.51-
100-40-41713	78.75	.00	78.75
100-40-41717	536.55	.00	536.55
100-42-41126	41.46	.00	41.46
100-42-41713	32.77	.00	32.77
100-42-41717	205.86	.00	205.86
100-45-41126	455.60	.00	455.60
100-45-41717	830.16	.00	830.16
100-50-41126	227.80	.00	227.80
100-50-41717	15.45	.00	15.45
100-50-41718	83.86	.00	83.86
100-55-41126	227.80	.00	227.80
100-55-41713	79.78	.00	79.78
100-55-41717	256.73	.00	256.73
120-10-41549	80,165.92	.00	80,165.92
200-15-41126	41.45	.00	41.45
200-15-41713	98.31	.00	98.31
200-42-41126	41.45	.00	41.45
200-42-41713	32.77	.00	32.77
200-42-41717	205.85	.00	205.85
200-60-41126	476.52	.00	476.52
200-60-41415	23.00	.00	23.00
200-60-41713	147.97	.00	147.97
210-15-41126	41.46	.00	41.46
210-15-41713	98.31	.00	98.31
210-42-41126	41.45	.00	41.45
210-42-41713	32.77	.00	32.77
210-42-41717	205.86	.00	205.86
210-70-41126	248.72	.00	248.72
210-70-41713	147.96	.00	147.96
210-70-41717	16,378.85	.00	16,378.85
Grand Totals:	<u>105,546.48</u>	<u>2,004.43-</u>	<u>103,542.05</u>

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
06/22	.00	328.51-	328.51-
05/23	.00	175.00-	175.00-
07/23	1,477.92	.00	1,477.92
08/23	104,068.56	1,500.92-	102,567.64
Grand Totals:	<u>105,546.48</u>	<u>2,004.43-</u>	<u>103,542.05</u>

Return to Agenda

AGENDA ITEM SUMMARY

DATE 09/11/2023 DEPARTMENT: Finance & Records **DEPT. HEAD SIGNATURE:** MHC

SUBJECT

Council Approval of Claims costs incurred during the month of August 2023 that are set to be paid by contract for September 2023.

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:

Includes all check types

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
08/24/2023	CDPT	08/28/2023	83193	PERSI	7	-37,930.08
08/24/2023	CDPT	08/28/2023	83191	MOUNTAIN WEST BANK	8	-38,805.73
08/24/2023	CDPT	08/28/2023	56131	IDAHO STATE TAX COMMI	9	-5,044.00
08/24/2023	CDPT	08/28/2023	83192	Nationwide 457/Roth	34	-1,766.48
08/24/2023	CDPT	08/28/2023	56130	CHILD SUPPORT RECEIP	36	-493.94
08/24/2023	PC	08/31/2023	83123	ARELLANO, NANCY	8005	-1,433.69
08/24/2023	PC	08/31/2023	83124	CARRILLO-SALAS, DALIA	8209	-1,609.84
08/24/2023	PC	08/31/2023	83125	CONE, MARY M HILL	8009	-2,177.70
08/24/2023	PC	08/31/2023	83126	HOROWITZ, LISA	8049	-2,961.91
08/24/2023	PC	08/31/2023	83127	POMERLEAU, JENNIFER	8207	-1,453.42
08/24/2023	PC	08/31/2023	83128	STOKES, BECKY	8013	-2,320.75
08/24/2023	PC	08/31/2023	83129	DAVIS, ROBYN K	8060	-1,908.65
08/24/2023	PC	08/31/2023	83130	JOHNSON, MICHELE	8110	-628.57
08/24/2023	PC	08/31/2023	83131	OSBORN, CECELIA M	8221	-1,453.35
08/24/2023	PC	08/31/2023	83132	PARKER, JESSICA L	8111	-1,729.86
08/24/2023	PC	08/31/2023	83133	RODRIGUE, EMILY THERE	8115	-1,693.51
08/24/2023	PC	08/31/2023	83134	TRAN, TUYEN	8205	-1,285.22
08/24/2023	PC	08/31/2023	83135	BALEDGE, MICHAEL S	9054	-2,631.66
08/24/2023	PC	08/31/2023	83136	CHASE, AMANDA LUISE	9036	-338.00
08/24/2023	PC	08/31/2023	83137	DITMORE, KEVIN D	9145	-1,518.92
08/24/2023	PC	08/31/2023	83138	ERVIN, CHRISTIAN C	8185	-1,785.13
08/24/2023	PC	08/31/2023	83139	HAIRSTON, KEITH GUY	9025	-198.09
08/24/2023	PC	08/31/2023	83140	HOOVER, JAMES THOMA	9047	-2,775.03
08/24/2023	PC	08/31/2023	83141	CROTTY, JOSHUA M	8283	-1,347.21
08/24/2023	PC	08/31/2023	83142	DABNEY, LEE A DONAHUE	1008078	-1,176.74
08/24/2023	PC	08/31/2023	83143	DeKLOTZ, ELISE	8200	-698.98
08/24/2023	PC	08/31/2023	83144	DREWIEN, LYNETTE M	1008271	-840.19
08/24/2023	PC	08/31/2023	83145	FLETCHER, KRISTIN M	8122	-1,323.76
08/24/2023	PC	08/31/2023	83146	FORBIS, MICHAL J	8114	-1,291.71
08/24/2023	PC	08/31/2023	83147	GALVIN, EMILIE AURORA	8294	-103.44
08/24/2023	PC	08/31/2023	83148	HARDING, CHARLOTTE E	8293	-443.28
08/24/2023	PC	08/31/2023	83149	PRIMROSE, LAURA A	8102	-1,511.34
08/24/2023	PC	08/31/2023	83150	STROPE, DENON MICHAEL	8101	-911.95
08/24/2023	PC	08/31/2023	83151	YTURRI, ERIN	8123	-541.57
08/24/2023	PC	08/31/2023	83152	CRICK, EVERETT LEE	8552	-1,395.52
08/24/2023	PC	08/31/2023	83153	THORNQUEST, SHELLIE	8550	-1,401.50
08/24/2023	PC	08/31/2023	83154	BALLIS, MORGAN RICHARD	8213	-1,906.43
08/24/2023	PC	08/31/2023	83155	CERVANTES, GUSTAVO A	8215	-1,899.24
08/24/2023	PC	08/31/2023	83156	COX, CHARLES F	8161	-2,659.11
08/24/2023	PC	08/31/2023	83157	ENGLAND, STEVE J	8143	-3,060.89
08/24/2023	PC	08/31/2023	83158	JONES, KYLIE MELETIA	8155	-1,925.40
08/24/2023	PC	08/31/2023	83159	LEOS, CHRISTINA M	8012	-2,015.64
08/24/2023	PC	08/31/2023	83160	LINDERMAN, JEREMIAH C	8163	-1,888.85
08/24/2023	PC	08/31/2023	83161	LUNA, JOSE	8145	-2,204.78
08/24/2023	PC	08/31/2023	83162	OWENS, ERIC ODELL	8119	-1,810.41
08/24/2023	PC	08/31/2023	83163	PECK, TODD D	8167	-2,997.79
08/24/2023	PC	08/31/2023	83164	RAGUSA, TIMOTHY BRUCE	1008190	-1,849.05
08/24/2023	PC	08/31/2023	83165	WALLACE, SHAWNA R	8108	-2,054.91
08/24/2023	PC	08/31/2023	83166	WELLS, PRESTON DANIEL	8150	-1,890.55
08/24/2023	PC	08/31/2023	83167	WRIGLEY, GAVIN	8152	-2,362.39
08/24/2023	PC	08/31/2023	83168	MARES, MARIA C	8251	-1,296.13
08/24/2023	PC	08/31/2023	83169	WILLIAMS, EMILY ANNE	8023	-1,916.62
08/24/2023	PC	08/31/2023	83170	YEAGER, BRIAN D	8107	-2,549.28
08/24/2023	PC	08/31/2023	83171	AITKEN, TORIN ANDREW	8177	-1,520.64

Includes all check types

Includes unprinted checks

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
4683 8X8 INC											
401518	1	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	80.73	80.73	100-15-41713		923	1
401518	2	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	80.72	80.72	200-15-41713		923	1
401518	3	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	80.72	80.72	210-15-41713		923	1
401518	4	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	121.09	121.09	100-20-41713		923	1
401518	5	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	20.19	20.19	100-42-41713		923	1
401518	6	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	20.19	20.19	200-42-41713		923	1
401518	7	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	20.18	20.18	210-42-41713		923	1
401518	8	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	242.18	242.18	210-70-41713		923	1
401518	9	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	121.09	121.09	200-60-41713		923	1
401518	10	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	121.09	121.09	100-55-41713		923	1
401518	11	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	363.27	363.27	100-45-41713		923	1
401518	12	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	30.27	30.27	100-50-41713		923	1
401518	13	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	272.45	272.45	100-25-41713		923	1
401518	14	# 4015181 Phone service fees for September 2023, u	Invoice	09/01/2023	09/11/2023	90.82	90.82	100-40-41713		923	1
Total 4683 8X8 INC:						1,664.99	1,664.99				
176 ALLINGTON, RICK											
195	1	Attorney Fees	Invoice	09/01/2023	09/01/2023	4,219.67	4,219.67	100-25-41313		923	1
Total 176 ALLINGTON, RICK:						4,219.67	4,219.67				
1913 AMAZON CAPITAL SERVICES											
131T-P	1	131T-PVNH-K93X Cleaning & office library supplies	Invoice	09/02/2023	09/11/2023	70.49	70.49	100-45-41215		923	1
13HW-	1	13HW-TWYT-6NQP library book processing supplies	Invoice	09/06/2023	09/11/2023	43.97	43.97	100-45-41215		923	1
19KR-X	1	19KR-X4C3-RGTY DESK CHAIRS FOR CHAMBERS	Invoice	08/26/2023	09/11/2023	396.00	396.00	100-15-41523		923	1
19KR-X	2	19KR-X4C3-RGTY DESK CHAIRS FOR CHAMBERS	Invoice	08/26/2023	09/11/2023	396.00	396.00	200-15-41523		923	1
19KR-X	3	19KR-X4C3-RGTY DESK CHAIRS FOR CHAMBERS	Invoice	08/26/2023	09/11/2023	396.01	396.01	210-15-41523		923	1
1NHL-	1	CLEANERS FOR HPD BUILDING FOR MARIA	Invoice	08/27/2023	09/11/2023	75.22	75.22	100-25-41413		923	1
1X9W-	1	1X9W-6GGV-M1CW Library materials	Invoice	08/25/2023	09/11/2023	54.24	54.24	100-45-41535		923	1
1YNR-	1	BOOTS FOR OFFICER JONES	Invoice	08/23/2023	09/11/2023	113.12	113.12	100-25-41703		923	1
Total 1913 AMAZON CAPITAL SERVICES:						1,545.05	1,545.05				
4785 AMERICAN LEGAL PUBLISHING CORPORATION											
27594	1	# 27594 2023 S-9 SUPP PAGES; ORDS: 1316 THR	Invoice	08/31/2023	09/11/2023	453.43	453.43	100-15-41313		923	1
27594	2	# 27594 2023 S-9 SUPP PAGES; ORDS: 1316 THR	Invoice	08/31/2023	09/11/2023	453.43	453.43	200-15-41313		923	1
27594	3	# 27594 2023 S-9 SUPP PAGES; ORDS: 1316 THR	Invoice	08/31/2023	09/11/2023	453.44	453.44	210-15-41313		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
Total 4785 AMERICAN LEGAL PUBLISHING CORPORATION:						1,360.30	1,360.30				
5727 AMERICAN VAC SERVICES LLC											
1798	1	1798 HYDRO VAC TWO CATCH BASINS	Invoice	08/07/2023	09/11/2023	875.00	875.00	100-40-41403		923	1
Total 5727 AMERICAN VAC SERVICES LLC:						875.00	875.00				
602 ARAMARK WORK APPAREL											
256797	1	#25679723 WORK SHIRTS	Invoice	07/29/2023	09/11/2023	99.90	99.90	200-60-41703		923	1
256797	2	#25679723 EMBROIDERY	Invoice	07/29/2023	09/11/2023	69.90	69.90	200-60-41703		923	1
Total 602 ARAMARK WORK APPAREL:						169.80	169.80				
5422 ARBORCARE RES. INC											
10274-	1	10274-2 LIQUID PLANT FERT. 201 S MAPLE ST.	Invoice	08/16/2023	09/11/2023	100.00	100.00	100-50-41402		923	1
12393	1	12393 PRUNING ROW 317 N 1ST AVE	Invoice	08/14/2023	09/11/2023	2,930.00	2,930.00	100-50-41402		923	1
12719	1	12719 PRUNING ALONG MAIN ST.	Invoice	08/23/2023	09/11/2023	1,214.76	1,214.76	100-50-41402		923	1
Total 5422 ARBORCARE RES. INC:						4,244.76	4,244.76				
215 ARNOLD MACHINERY COMPANY											
PX100	1	PX1000262-1 O-RING, WASER, SEALING KIT RET	Invoice	06/02/2022	06/27/2022	328.51-	328.51-	100-40-41405		622	1
Total 215 ARNOLD MACHINERY COMPANY :						328.51-	328.51-				
6917 AT&T MOBILITY LLC											
287309	1	287309821298 - WATER	Invoice	08/23/2023	09/11/2023	344.32	344.32	200-60-41713		923	1
Total 6917 AT&T MOBILITY LLC:						344.32	344.32				
375 ATKINSON'S MARKET											
087044	1	8/25/23 00020808704483 CITY HALL BREAK ROOM	Invoice	08/25/2023	09/11/2023	3.41	3.41	100-42-41413		923	1
087044	2	8/25/23 00020808704483 CITY HALL BREAK ROOM	Invoice	08/25/2023	09/11/2023	3.41	3.41	200-42-41413		923	1
087044	3	8/25/23 00020808704483 CITY HALL BREAK ROOM	Invoice	08/25/2023	09/11/2023	3.42	3.42	210-42-41413		923	1
Total 375 ATKINSON'S MARKET:						10.24	10.24				
1053 BALEDGE, MIKE											
NFA R0	1	Per Diem for NATIONAL FIRE ACADEMY SEPTERM	Invoice	08/01/2023	09/11/2023	205.50	205.50	100-55-41724		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
Total 1053 BALEDGE, MIKE:						205.50	205.50				
4290 BALIS, COLE											
592489	1	#59248968 REIMBURSEMENT FOR BACKFLOW LI	Invoice	08/17/2023	09/11/2023	30.00	30.00	200-60-41723		923	1
592490	1	#59249012 REIMBURSEMENT FOR DRINKING WA	Invoice	08/17/2023	09/11/2023	30.00	30.00	200-60-41723		923	1
Total 4290 BALIS, COLE:						60.00	60.00				
477 CASTLE'S CUSTOM HOMES INC											
09/06/2	1	UTILITY REFUND - 880003801 - WINTERBERRY L	Invoice	09/06/2023	09/11/2023	663.76	663.76	100-00-15110		923	1
Total 477 CASTLE'S CUSTOM HOMES INC:						663.76	663.76				
50333 CATERPILLAR FINANCIAL SERVICES CORP											
342613	1	34261331 CAT LEASE PAYMENT 001-70039549 TR	Invoice	08/14/2023	09/11/2023	55,924.82	55,924.82	100-40-41775		923	1
Total 50333 CATERPILLAR FINANCIAL SERVICES CORP:						55,924.82	55,924.82				
2243 CHEMDRY OF SOUTHERN IDAHO											
15285	1	TCW Carpet Clean	Invoice	08/19/2023	09/11/2023	450.00	450.00	100-45-41413		923	1
15285	1	15285 CARPET CLEANING - CH 2ND FLOOR AND	Invoice	08/19/2023	09/11/2023	450.00	450.00	100-42-41413		923	1
15285	2	15285 CARPET CLEANING - CH 2ND FLOOR AND	Invoice	08/19/2023	09/11/2023	450.00	450.00	200-42-41413		923	1
15285	3	15285 CARPET CLEANING - CH 2ND FLOOR AND	Invoice	08/19/2023	09/11/2023	450.00	450.00	210-42-41413		923	1
Total 2243 CHEMDRY OF SOUTHERN IDAHO :						1,800.00	1,800.00				
50561 CHOAT, MICHAEL & YEAGER, BRIAN											
317 N	1	CREDIT REFUND: 317 N RIVER STREET	Invoice	08/18/2023	08/28/2023	166.73	166.73	100-00-15110		823	1
317 N		Chk No: 56497 (1)	Calculated	08/28/2023			166.73-	1000020301		823	1
317 N		Chk No: 56497 (1)	Calculated	09/05/2023			166.73	1000020301		823	1
Total 50561 CHOAT, MICHAEL & YEAGER, BRIAN:						166.73	166.73				
5702 CINTAS											
416203	1	4162034322 UNIFORM SERVICES STS	Invoice	07/19/2023	09/11/2023	65.04	65.04	100-40-41703		923	1
416278	1	4162707109 UNIFORM SERVICES STS	Invoice	07/26/2023	09/11/2023	65.04	65.04	100-40-41703		923	1
416349	1	4163491676 UNIFORM SERVICES STS	Invoice	08/02/2023	09/11/2023	63.58	63.58	100-40-41703		923	1
416418	1	4164187924 UNIFORM SERVICES STS	Invoice	08/09/2023	09/11/2023	63.58	63.58	100-40-41703		923	1
416480	1	4164807243 UNIFORM SERVICES STS	Invoice	08/16/2023	09/11/2023	123.20	123.20	100-40-41703		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
416558	1	#4165585722 UNIFORM SERVICES WW	Invoice	08/23/2023	09/11/2023	199.77	199.77	210-70-41703		923	1
416558	1	4165585815 UNIFORM SERVICES STS	Invoice	08/23/2023	09/11/2023	65.04	65.04	100-40-41703		923	1
416628	1	#4166283208 UNIFORM SERVICES WW	Invoice	08/30/2023	09/11/2023	199.77	199.77	210-70-41703		923	1
416628	1	4166283293 UNIFORM SERVICES STS	Invoice	08/30/2023	09/11/2023	65.04	65.04	100-40-41703		923	1
416682	1	#4166824873 UNIFORM SERVICES WW	Invoice	09/06/2023	09/11/2023	199.77	199.77	210-70-41703		923	1
517163	1	5171632272 FIRST AID SUPPLIES	Invoice	08/17/2023	09/11/2023	117.81	117.81	100-40-41215		923	1
517271	1	#5172718113 FIRST AID CABINETS/KITS	Invoice	08/24/2023	09/11/2023	2,290.72	2,290.72	210-70-41711		923	1
Total 5702 CINTAS:						3,518.36	3,518.36				
974 CITY OF HAILEY GENERAL FUND											
111845	1	ADMIN DR for HFD THOW	Invoice	08/31/2023	09/11/2023	258.58	258.58	120-10-41549		923	1
Total 974 CITY OF HAILEY GENERAL FUND :						258.58	258.58				
644 CITY OF HAILEY PETTY CASH											
959094	1	POSTAGE - EVIDENCE TO THE ISP FORENSIC LA	Invoice	08/29/2023	09/11/2023	25.00	25.00	100-25-41213		923	1
Total 644 CITY OF HAILEY PETTY CASH:						25.00	25.00				
670 CITY OF HAILEY W&S DEPT											
AUGUS	1	CITY OF HAILEY - STREET SHOP	Invoice	08/30/2023	09/11/2023	2,621.27	2,621.27	100-40-41717		923	1
AUGUS	2	CITY OF HAILEY - INTER CENTER	Invoice	08/30/2023	09/11/2023	82.87	82.87	100-10-41717		923	1
AUGUS	3	CITY OF HAILEY OLD COPY & PRINT	Invoice	08/30/2023	09/11/2023	63.83	63.83	100-15-41717		923	1
AUGUS	4	CITY OF HAILEY RODEO FROST	Invoice	08/30/2023	09/11/2023	11.58	11.58	100-50-41617		923	1
AUGUS	5	CITY OF HAILEY RODEO PARK	Invoice	08/30/2023	09/11/2023	118.05	118.05	100-50-41617		923	1
AUGUS	6	CITY OF HAILEY CITY HALL	Invoice	08/30/2023	09/11/2023	158.43	158.43	100-42-41717		923	1
AUGUS	7	CITY OF HAILEY CITY HALL	Invoice	08/30/2023	09/11/2023	158.43	158.43	200-42-41717		923	1
AUGUS	8	CITY OF HAILEY CITY HALL	Invoice	08/30/2023	09/11/2023	158.44	158.44	210-42-41717		923	1
AUGUS	9	CITY OF HAILEY FIRE DEPARTMENT	Invoice	08/30/2023	09/11/2023	59.88	59.88	100-55-41717		923	1
AUGUS	10	CITY OF HAILEY TREATMENT PL	Invoice	08/30/2023	09/11/2023	102.80	102.80	200-60-41717		923	1
AUGUS	11	CITY OF HAILEY TREATMENT PL	Invoice	08/30/2023	09/11/2023	102.80	102.80	210-70-41717		923	1
AUGUS	12	CITY OF HAILEY POLICE DEPT	Invoice	08/30/2023	09/11/2023	86.26	86.26	100-25-41717		923	1
AUGUS	13	CITY PARKING LOT- IRRIGATION	Invoice	08/30/2023	09/11/2023	22,740.66	22,740.66	100-50-41717		923	1
Total 670 CITY OF HAILEY W&S DEPT :						26,465.30	26,465.30				
1081 CIVICLENS											
9157	1	9157 BACKUP UTILITY FOR ARCGIS ONLINE W	Invoice	08/24/2023	09/11/2023	500.00	500.00	200-60-41325		923	1
9157	2	9157 BACKUP UTILITY FOR ARCGIS ONLINE WW	Invoice	08/24/2023	09/11/2023	500.00	500.00	210-70-41325		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
Total 1081 CIVICLENS:						1,000.00	1,000.00				
2954 CLEAR CREEK DISPOSAL -PARKS											
000164	1	0001649562 PORT RESTROOM - SKATE PARK	Invoice	08/28/2023	09/11/2023	128.50	128.50	100-50-41403		923	1
000164	1	0001649563 PORT RESTROOM - FOXMOOR PARK	Invoice	08/28/2023	09/11/2023	106.10	106.10	100-50-41403		923	1
000164	1	0001649565 PORT RESTROOM - KEEFER	Invoice	08/28/2023	09/11/2023	84.28	84.28	100-50-41403		923	1
000164	1	0001649566 PORT RESTROOM - KIWANIS PARK	Invoice	08/28/2023	09/11/2023	106.10	106.10	100-50-41403		923	1
000164	1	0001649567 PORT RESTROOM - HEAGLE PARK	Invoice	08/28/2023	09/11/2023	259.60	259.60	100-50-41403		923	1
000164	1	0001649568 PORT RESTROOM - JIMMY'S GARDE	Invoice	08/28/2023	09/11/2023	106.00	106.00	100-50-41403		923	1
Total 2954 CLEAR CREEK DISPOSAL -PARKS:						790.58	790.58				
22457 CLEAR CREEK DISPOSAL, INC.											
AUGUS	1	FRANCHISE FEE - AUGUST 2023	Invoice	06/06/2023	09/11/2023	158,000.00	158,000.00	100-00-20515		923	1
Total 22457 CLEAR CREEK DISPOSAL, INC.:						158,000.00	158,000.00				
3622 CLEAR SOLUTIONS ENGINEERING											
310	1	310 WATER SYSTEM FPS - CONDUCT HYDRANT	Invoice	09/01/2023	09/11/2023	8,830.00	8,830.00	200-60-41313	23.60.0001.1	923	1
Total 3622 CLEAR SOLUTIONS ENGINEERING:						8,830.00	8,830.00				
7000 CLEARWATER LANDSCAPING											
23-082	1	23-082151 FOX ACRES ROUNDABOUT - SUMMER	Invoice	08/15/2023	09/11/2023	822.16	822.16	100-50-41325		923	1
23-083	1	23-083450 KEEFER PARK - ADJUST IRRIG'N, LIMB	Invoice	08/15/2023	09/11/2023	5,288.46	5,288.46	100-50-41325		923	1
23-084	1	23-084598 FOXMOOR PARK - CLEANUP PLAYGRO	Invoice	08/25/2023	09/11/2023	3,744.75	3,744.75	100-50-41325		923	1
23-084	1	23-084599 HEAGLE PARK - CLEANUP PLAYGROU	Invoice	08/25/2023	09/11/2023	2,632.82	2,632.82	100-50-41325		923	1
23-084	1	23-084600 HOP PORTER PARK - CLEAN UP PLAY	Invoice	08/25/2023	09/11/2023	2,316.88	2,316.88	100-50-41325		923	1
23-084	1	23-084611 CURTIS PARK - SQUARE UP SWING SE	Invoice	08/25/2023	09/11/2023	569.48	569.48	100-50-41325		923	1
23-084	1	23-084612 DEERFIELD PARK - CLEANUP PLAYGR	Invoice	08/25/2023	09/11/2023	405.00	405.00	100-50-41325		923	1
23-084	1	23-084613 OLD CUTTERS - CLEANUP PLAYGROU	Invoice	08/28/2023	09/11/2023	4,760.74	4,760.74	100-50-41325		923	1
Total 7000 CLEARWATER LANDSCAPING:						20,540.29	20,540.29				
5961 CLEARWATER POWER EQUIPMENT LLC											
48505	1	48505 SCARIFIER GASKET, MUFFLER	Invoice	08/14/2023	09/11/2023	97.66	97.66	100-40-41405		923	1
48933	1	48933 SF 400 CLAMSHELL	Invoice	08/22/2023	09/11/2023	34.99	34.99	100-40-41405		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
Total 5961 CLEARWATER POWER EQUIPMENT LLC:						132.65	132.65				
50396 COASTLINE EQUIPMENT											
105007	1	1050078 RETURN - SEALING, WASHER, INJEC	Invoice	08/28/2023	09/11/2023	535.12-	535.12-	100-40-41405		923	1
Total 50396 COASTLINE EQUIPMENT:						535.12-	535.12-				
337 COPY & PRINT LLC											
14045	1	14045 7/20/23 CHIP SEAL NOTICES - DOORHANG	Invoice	07/20/2023	09/11/2023	297.36	297.36	100-40-41403	23.40.0001.1	923	1
Total 337 COPY & PRINT LLC:						297.36	297.36				
972 COX COMMUNICATIONS											
09/01/2	1	001 2401 200477401 MAIN 33%	Invoice	09/01/2023	09/11/2023	25.20	25.20	100-42-41713		923	1
09/01/2	2	001 2401 200477401 MAIN 33%	Invoice	09/01/2023	09/11/2023	25.20	25.20	200-42-41713		923	1
09/01/2	3	001 2401 200477401 MAIN 33%	Invoice	09/01/2023	09/11/2023	25.20	25.20	210-42-41713		923	1
09/01/2	4	001 2401 200477401 Library	Invoice	09/01/2023	09/11/2023	113.40	113.40	100-45-41713		923	1
09/01/2	5	001 2401 027815002 Library	Invoice	09/01/2023	09/11/2023	173.99	173.99	100-45-41713		923	1
09/01/2	6	027815002 Library e-rate discount	Invoice	09/01/2023	09/11/2023	220.78-	220.78-	100-45-41713		923	1
09/01/2	7	0205236602 STREET	Invoice	09/01/2023	09/11/2023	167.74	167.74	100-40-41713		923	1
09/01/2	8	039605901 HPD	Invoice	09/01/2023	09/11/2023	232.99	232.99	100-25-41713		923	1
09/01/2	9	035971201 WELCOME CTR	Invoice	09/01/2023	09/11/2023	79.00	79.00	100-10-41717		923	1
09/01/2	10	205095301 HFD	Invoice	09/01/2023	09/11/2023	69.00	69.00	100-55-41717		923	1
Total 972 COX COMMUNICATIONS:						690.94	690.94				
5360 COX, CHARLES											
NPSIA	1	PER DIEM-CHARLES COX EXECUTIVE LEADERS	Invoice	08/29/2023	09/11/2023	3,009.00	3,009.00	100-25-41724		923	1
Total 5360 COX, CHARLES:						3,009.00	3,009.00				
2096 CURTIS CLEAN SWEEP INC											
21064	1	21064 RESTRIPE ROAD	Invoice	08/21/2023	09/11/2023	1,160.82	1,160.82	100-40-41403		923	1
Total 2096 CURTIS CLEAN SWEEP INC:						1,160.82	1,160.82				
663 D&B SUPPLY											
61727	1	61727 8/17/23 WORKWEAR - JOHNSTON	Invoice	08/17/2023	09/11/2023	250.00	250.00	100-40-41703		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
Total 663 D&B SUPPLY :						250.00	250.00				
601 DEMCO											
324403	1	32440314 MSD library processing labels	Invoice	09/01/2023	09/11/2023	45.27	45.27	100-45-41215		923	1
Total 601 DEMCO:						45.27	45.27				
781 DIGLINE											
007184	1	#0071844-IN DIG LINE FEES W.	Invoice	07/31/2023	09/11/2023	89.76	89.76	200-60-41325		923	1
007184	2	#0071844-IN DIG LINE FEES WW.	Invoice	07/31/2023	09/11/2023	89.76	89.76	210-70-41325		923	1
Total 781 DIGLINE:						179.52	179.52				
5925 DREWIEN, LYN											
ILAAC	1	ILA Annual Conf 2023 Staff lodging VRBO 2 nites	Invoice	09/03/2023	09/11/2023	2,242.20	2,242.20	100-45-41724		923	1
Total 5925 DREWIEN, LYN:						2,242.20	2,242.20				
8583 D-SWANER WELDING, INC											
20834	1	#20834 CRANE FOR DECANter SBR1 REPAIR W	Invoice	08/25/2023	09/11/2023	1,350.00	1,350.00	210-70-41401		923	1
Total 8583 D-SWANER WELDING, INC:						1,350.00	1,350.00				
6491 EASY TOWING, LLC											
08/10/2	1	8/10/23 RELOCATE 3 VEHICLES	Invoice	08/10/2023	09/11/2023	375.00	375.00	100-40-41403		923	1
Total 6491 EASY TOWING, LLC:						375.00	375.00				
5021 EC ELECTRIC											
WO-05	1	WO-0536 115 MAIN STREET LIGHT - RELOCATED	Invoice	08/10/2023	09/11/2023	1,554.89	1,554.89	100-40-41715		923	1
WO-05	1	WO-0553 RODEO GROUND - REPLACE BATTERIE	Invoice	08/08/2023	09/11/2023	2,310.00	2,310.00	100-50-41603		923	1
WO-05	1	WO-0565 LION PARK - CHECK FUELS & POWER.	Invoice	08/08/2023	09/11/2023	3,144.43	3,144.43	100-50-41325		923	1
WO-06	1	WO-0616 RODEO GROUND - WORK ON FLOOD LI	Invoice	08/08/2023	09/11/2023	989.68	989.68	100-50-41603		923	1
WO-06	1	WO-0632 115 MAIN STREET LIGHT - REPLACE & I	Invoice	08/22/2023	09/11/2023	2,491.47	2,491.47	100-40-41715		923	1
WO-06	1	WO-0677 STREET SHOP TROUBLESHOOT POWE	Invoice	08/29/2023	09/11/2023	652.50	652.50	100-40-41413		923	1
Total 5021 EC ELECTRIC:						11,142.97	11,142.97				

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
3094 ENERGY LABORATORIES, INC.											
574234	1	#574234 QUARTERLY LAB TESTING WW	Invoice	08/22/2023	09/11/2023	463.00	463.00	210-70-41795		923	1
Total 3094 ENERGY LABORATORIES, INC.:						463.00	463.00				
50426 ENVIRO-CLEAN INTERMOUNTAIN LLC											
23-609	1	#23-60939 8" CLAMP FOR VACTRUCK ATTACHME	Invoice	08/23/2023	09/11/2023	290.99	290.99	210-70-41403		923	1
Total 50426 ENVIRO-CLEAN INTERMOUNTAIN LLC:						290.99	290.99				
50565 EVELYN REED											
08/29/2	1	REFUND	Invoice	08/29/2023	09/11/2023	324.38	324.38	100-00-15110		923	1
Total 50565 EVELYN REED:						324.38	324.38				
50571 FRATES, CLIFFORD											
511 WI	1	CREDIT REFUND: 511 WILLOW ST	Invoice	09/06/2023	09/11/2023	103.30	103.30	100-00-15110		923	1
903 CO	1	CREDIT REFUND: 903 COUNTRYSIDE BLVD	Invoice	09/06/2023	09/11/2023	115.96	115.96	100-00-15110		923	1
Total 50571 FRATES, CLIFFORD:						219.26	219.26				
101 GALENA-BENCHMARK ENGINEERING											
0923-0	1	9/1 0923-035 DEERFIELD PARKING AREA - DEVEL	Invoice	09/01/2023	09/11/2023	843.75	843.75	100-50-41313		923	1
0923-0	1	9/1 0923-036 BROADFORD RD BIKE PATH - TOPO	Invoice	09/01/2023	09/11/2023	2,623.00	2,623.00	100-40-41313		923	1
0923-0	1	9/1 0923-037 QUIGLEY RD BIKE PATH - COORD.,	Invoice	09/01/2023	09/11/2023	3,445.00	3,445.00	120-40-41549	21.40.0003.1	923	1
0923-0	1	9/1 0923-038 DEVELOP GRADING PLAN, REVIEW	Invoice	09/01/2023	09/11/2023	2,956.25	2,956.25	120-40-41549		923	1
0923-0	1	9/1 0923-039 COH FIREFIGHTER HOUSING - DEV	Invoice	09/01/2023	09/11/2023	997.50	997.50	100-55-41313		923	1
0923-0	1	9/1 0923-040 MYRTLE ST RECON- DEVELOP PLA	Invoice	09/01/2023	09/11/2023	14,040.25	14,040.25	120-40-41549	23.40.0002.1	923	1
Total 101 GALENA-BENCHMARK ENGINEERING:						24,905.75	24,905.75				
50569 GALT'S GULCH											
09/06/2	1	UTILITY REFUND - 40125002 - 409 MAIN	Invoice	09/06/2023	09/11/2023	160.13	160.13	100-00-15110		923	1
Total 50569 GALT'S GULCH:						160.13	160.13				
50568 GARNER, CURTIS and ABIGAIL											
09/06/2	1	UTILITY REFUND - 60052003 - 950 CHERRYCREE	Invoice	09/06/2023	09/11/2023	14.65	14.65	100-00-15110		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
Total 50568 GARNER, CURTIS and ABIGAIL:						14.65	14.65				
369 GEM STATE WELDERS SUPPLY INC.											
E27201	1	FIRE EXTINGUISHER SERVICE AND MAINT.	Invoice	08/16/2023	09/11/2023	114.00	114.00	200-60-41405		923	1
E27201	1	#E272018 GLOVES/BRUSHES WW	Invoice	08/30/2023	09/11/2023	43.20	43.20	210-70-41423		923	1
Total 369 GEM STATE WELDERS SUPPLY INC. :						157.20	157.20				
6023 GIVENS PURSLEY LLP											
261892	1	261892 GENERAL WATER	Invoice	08/30/2023	09/11/2023	1,500.00	1,500.00	200-60-41313		923	1
Total 6023 GIVENS PURSLEY LLP:						1,500.00	1,500.00				
50566 GRAY, SHAWN											
09/06/2	1	UTILITY REFUND - 170071001 - 410 EASTRIDGE	Invoice	09/06/2023	09/11/2023	8.63	8.63	100-00-15110		923	1
Total 50566 GRAY, SHAWN:						8.63	8.63				
315 GSE CONSTRUCTION											
3	1	Woodside WRF - UV Disinfection - Pay Request #3	Invoice	08/01/2023	09/11/2023	107,160.00	107,160.00	210-70-41511	19.70.0001.1	923	1
Total 315 GSE CONSTRUCTION:						107,160.00	107,160.00				
658 HAILEY CHAMBER OF COMMERCE											
JULY 2	1	CHAMBER LOT EXPENSES JULY 2023	Invoice	08/29/2023	09/11/2023	10,553.43	10,553.43	100-10-41707		923	1
Total 658 HAILEY CHAMBER OF COMMERCE:						10,553.43	10,553.43				
50398 HAILEY ICE											
LOT FY	1	FY23 REIMB. FOR LOT FUNDS	Invoice	09/07/2023	09/11/2023	11,000.00	11,000.00	100-10-41707		923	1
Total 50398 HAILEY ICE:						11,000.00	11,000.00				
5410 HDR ENGINEERING INC											
120055	1	1200550447 HAILEY WATER RIGHT TRANSFER 37	Invoice	08/25/2023	09/11/2023	722.25	722.25	200-60-41313		923	1
Total 5410 HDR ENGINEERING INC:						722.25	722.25				

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
50275 HEDRICK, CAROL											
08/29/2	1	REFUND- 234 CARBONATE DR HPTHE2	Invoice	08/29/2023	09/11/2023	67.82	67.82	100-00-15110		923	1
Total 50275 HEDRICK, CAROL:						67.82	67.82				
3124 IDAHO BUREAU OF W & WW PROF.											
WWCO	1	MIKE RACE WWCOIT UPGRADE TO WWCO	Invoice	08/28/2023	09/11/2023	25.00	25.00	210-70-41711		923	1
Total 3124 IDAHO BUREAU OF W & WW PROF.:						25.00	25.00				
671 IDAHO LUMBER & HARDWARE											
957373	1	957373 TREE TRIMMING WORK GLOVES	Invoice	08/08/2023	09/11/2023	18.99	18.99	100-40-41405		923	1
957740	1	#957740 CUT OFF WHEELS FOR GRINDER	Invoice	08/10/2023	09/11/2023	15.77	15.77	200-60-41405		923	1
957740	2	#957740 WORK GLOVES	Invoice	08/10/2023	09/11/2023	18.97	18.97	200-60-41703		923	1
957973	1	957973 CHIP - UTILITY KNIFE, KNEE PADS	Invoice	08/13/2023	09/11/2023	51.97	51.97	100-40-41405	23.40.0001.1	923	1
958051	1	#958051 GRINDING WHEELS FOR GRINDER	Invoice	08/14/2023	09/11/2023	18.36	18.36	200-60-41405		923	1
958101	1	#958101 MIXING CONTAINERS	Invoice	08/14/2023	09/11/2023	7.18	7.18	200-60-41403		923	1
958127	1	958127 LINE STRIPING RAFTER SQ	Invoice	08/14/2023	09/11/2023	19.99	19.99	100-40-41405		923	1
958190	1	#958190 BOLTS	Invoice	08/15/2023	09/11/2023	5.04	5.04	200-60-41403		923	1
958244	1	958244 LINE STRIPING CHALK POWDER, BLUE L	Invoice	08/15/2023	09/11/2023	6.97	6.97	100-40-41405		923	1
958249	1	#958249 TIE WIRE AND FLAT BAR FOR INDIAN CR	Invoice	08/15/2023	09/11/2023	23.98	23.98	200-60-41413		923	1
958302	1	958302 STRIPING PAINT STRIPER CLEAN	Invoice	08/15/2023	09/11/2023	4.99	4.99	100-40-41405		923	1
958603	1	958603 MISC. SCREWS	Invoice	08/17/2023	09/11/2023	5.94	5.94	100-40-41405		923	1
958964	1	#958964 DRILL BITS	Invoice	08/21/2023	09/11/2023	15.97	15.97	200-60-41405		923	1
959158	1	959158 CRAYON LUMBER YELLOW	Invoice	08/23/2023	09/11/2023	4.77	4.77	100-40-41403		923	1
959881	1	959881 CHALK POWDER ORANGE, CRAYON LUM	Invoice	08/29/2023	09/11/2023	18.55	18.55	100-40-41403		923	1
959943	1	959943 BENCHES AND TABLES REPAIR PIECES	Invoice	08/29/2023	09/11/2023	267.01	267.01	100-50-41405		923	1
960578	1	960578 WORK GLOVES	Invoice	09/05/2023	09/11/2023	23.99	23.99	100-40-41405		923	1
Total 671 IDAHO LUMBER & HARDWARE:						528.44	528.44				
22433 IDAHO POWER											
08/23/2	1	IP2207611134 Street - 89 Croy Rd	Invoice	08/23/2023	09/11/2023	5.16	5.16	100-40-41715		923	1
08/23/2	2	IP2208020376 - Sun Beam 191 San Badger	Invoice	08/23/2023	09/11/2023	7.69	7.69	100-50-41717		923	1
08/23/2	3	IP 2204837906 STREET	Invoice	08/23/2023	09/11/2023	1,582.72	1,582.72	100-40-41715		923	1
08/23/2	4	IP2205094259- Parks	Invoice	08/23/2023	09/11/2023	356.90	356.90	100-50-41717		923	1
08/23/2	5	IP2205094259 Rodeo	Invoice	08/23/2023	09/11/2023	183.95	183.95	100-50-41617		923	1
08/23/2	6	IP2205094259 Ice Rink/Skate	Invoice	08/23/2023	09/11/2023	23.62	23.62	100-50-41617		923	1
08/23/2	7	IP2205094259- Interp	Invoice	08/23/2023	09/11/2023	173.92	173.92	100-10-41717		923	1
08/23/2	8	IP 2207926011 - 113 N River St Compact	Invoice	08/23/2023	09/11/2023	25.08	25.08	100-40-41715		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
08/23/2	9	IP22062003362 Water	Invoice	08/23/2023	09/11/2023	17,827.55	17,827.55	200-60-41717		923	1
08/23/2	10	IP Acct#2206105138 STREET	Invoice	08/23/2023	09/11/2023	58.54	58.54	100-40-41715		923	1
08/23/2	11	IP2220558932 - PARKS LION PARK	Invoice	08/23/2023	09/11/2023	282.29	282.29	100-40-41717		923	1
Total 22433 IDAHO POWER:						20,527.42	20,527.42				
138 IDAHO RURAL WATER ASSOC.											
E5168	1	#E5168 CROSS CONNECTION CONTROL TRAININ	Invoice	08/22/2023	09/11/2023	60.00	60.00	200-60-41723		923	1
Total 138 IDAHO RURAL WATER ASSOC.:						60.00	60.00				
50352 IDAHO TRANSPORTATION DEPT											
A018(8	1	18807 River St. Walnut to Galena Project - City matc	Invoice	08/29/2023	09/11/2023	248,109.00	248,109.00	120-40-41549	18.40.0001.1	923	1
Total 50352 IDAHO TRANSPORTATION DEPT:						248,109.00	248,109.00				
612 INGRAM BOOK COMPANY											
775825	1	77582557 8.28.23 Book Club Collection	Invoice	08/28/2023	09/11/2023	63.18	63.18	100-45-41326		923	1
AUGUS	1	August MSD Collection	Invoice	09/02/2023	09/11/2023	2,131.63	2,131.63	100-45-41535		923	1
Total 612 INGRAM BOOK COMPANY:						2,194.81	2,194.81				
2257 INTEGRATED CONTROLS											
6593	1	#6593 SBR CP UPGRADES PANEL HARDWARE/S	Invoice	08/14/2023	09/11/2023	59,302.79	59,302.79	230-75-41547		923	1
Total 2257 INTEGRATED CONTROLS:						59,302.79	59,302.79				
229 INTEGRATED TECHNOLOGIES											
223581	1	#223581 SERVIUCE CONTRACT SHARP MX2310U	Invoice	08/18/2023	09/11/2023	99.39	99.39	100-25-41325		923	1
224825	1	# 224825 SERVICE CONTRACT SHARP/BP-70M55	Invoice	09/05/2023	09/11/2023	17.47	17.47	100-15-41323		923	1
224825	2	# 224825 SERVICE CONTRACT SHARP/BP-70M55	Invoice	09/05/2023	09/11/2023	17.47	17.47	200-15-41323		923	1
224825	3	# 224825 SERVICE CONTRACT SHARP/BP-70M55	Invoice	09/05/2023	09/11/2023	17.47	17.47	210-15-41323		923	1
Total 229 INTEGRATED TECHNOLOGIES:						151.80	151.80				
50395 JACKSON GROUP PETERBILT, INC											
304176	1	304176JP RECTANGULAR LED WO	Invoice	09/05/2023	09/11/2023	79.96	79.96	100-40-41405		923	1
Total 50395 JACKSON GROUP PETERBILT, INC:						79.96	79.96				

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
345 JACOBS ENGINEERING GROUP INC											
W3Y13	1	W3Y13802-006 HAILEY DOWNTOWN MASTER PL	Invoice	08/25/2023	09/11/2023	6,090.00	6,090.00	120-40-41549	23.20.0001.1	923	1
Total 345 JACOBS ENGINEERING GROUP INC:						6,090.00	6,090.00				
330 JANE'S ARTIFACTS											
060131	1	060131 foam felt - library programming	Invoice	08/22/2023	09/11/2023	1.38	1.38	100-45-41326		923	1
060163	1	060163 WIRELESS KEYBOARD MOUSE	Invoice	08/24/2023	09/11/2023	19.85	19.85	100-40-41211		923	1
060204	1	060204 Storywalk -library programming supplies	Invoice	08/29/2023	09/11/2023	31.50	31.50	100-45-41326		923	1
Total 330 JANE'S ARTIFACTS:						52.73	52.73				
1065 JOE'S BACKHOE SERVICES INC											
742381	1	#7423815 2310 BUTTERFLY DR. LEAK REPAIR	Invoice	08/13/2023	09/11/2023	1,867.00	1,867.00	200-60-41403		923	1
Total 1065 JOE'S BACKHOE SERVICES INC:						1,867.00	1,867.00				
50570 KEETER, SAMUEL and CHELAN											
09/06/2	1	UTILITY REFUND - 140046004 830 SUNRISE DRIV	Invoice	09/06/2023	09/11/2023	211.72	211.72	100-00-15110		923	1
Total 50570 KEETER, SAMUEL and CHELAN:						211.72	211.72				
4542 KETCHUM COMPUTERS											
19873	1	# 19873 Admin: Monthly updates, firewall updates, S	Invoice	08/31/2023	09/11/2023	422.26	422.26	100-15-41313		923	1
19873	2	# 19873 Admin: Monthly updates, firewall updates, S	Invoice	08/31/2023	09/11/2023	422.26	422.26	200-15-41313		923	1
19873	3	# 19873 Admin: Monthly updates, firewall updates, S	Invoice	08/31/2023	09/11/2023	422.27	422.27	210-15-41313		923	1
19873	4	# 19873 Comm Dev: Sharepoint with Jessie, Laptop	Invoice	08/31/2023	09/11/2023	202.50	202.50	100-20-41313		923	1
19873	5	# 19873 Public Works: Adobe Pro purchase and insta	Invoice	08/31/2023	09/11/2023	75.00	75.00	100-42-41313		923	1
19873	6	# 19873 Public Works: Adobe Pro purchase and insta	Invoice	08/31/2023	09/11/2023	75.00	75.00	200-42-41313		923	1
19873	7	# 19873 Public Works: Adobe Pro purchase and insta	Invoice	08/31/2023	09/11/2023	75.00	75.00	210-42-41313		923	1
19873	8	# 19873 WW: Set up new Printer/Scanner, Troublesh	Invoice	08/31/2023	09/11/2023	945.00	945.00	210-70-41313		923	1
19873	9	# 19873 Water: Email maint. for C.Balis	Invoice	08/31/2023	09/11/2023	45.00	45.00	200-60-41313		923	1
19873	10	# 19873 HFD: Shutdown Kevin's account Laptop setu	Invoice	08/31/2023	09/11/2023	360.00	360.00	100-55-41313		923	1
19873	11	# 19873 Library: 365 login app issues with Josh, Krist	Invoice	08/31/2023	09/11/2023	405.00	405.00	100-45-41313		923	1
19873	12	# 19873 HPD: SWET issues, State IT support, Rebuil	Invoice	08/31/2023	09/11/2023	1,800.00	1,800.00	100-25-41313		923	1
Total 4542 KETCHUM COMPUTERS:						5,249.29	5,249.29				
386 L.L. GREENS											
A71205	1	A712052 SIGNS 5PK 10T TORCH BLADE, 18T TOR	Invoice	08/07/2023	09/11/2023	47.48	47.48	100-40-41405		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
A71379	1	A713799 FASTENERS	Invoice	08/22/2023	09/11/2023	11.76	11.76	100-50-41615		923	1
A71462	1	A714629 TREE TRIMMING 37" TELESCOPING LOP	Invoice	08/30/2023	09/11/2023	41.99	41.99	100-40-41405		923	1
B41799	1	B417995 HEX KEY FOR ASSEMBLLE COUNCIL CH	Invoice	09/01/2023	09/11/2023	2.17	2.17	100-15-41215		923	1
B41799	2	B417995 HEX KEY FOR ASSEMBLLE COUNCIL CH	Invoice	09/01/2023	09/11/2023	2.16	2.16	200-15-41215		923	1
B41799	3	B417995 HEX KEY FOR ASSEMBLLE COUNCIL CH	Invoice	09/01/2023	09/11/2023	2.16	2.16	210-15-41215		923	1
B41801	1	B418017 ESSER SS Play Sand Mud Kitchen	Invoice	09/01/2023	09/11/2023	50.94	50.94	100-45-41549	23.45.0001.1	923	1
D73554	1	D73554 HI VIS YEL MARKING PAINT	Invoice	08/14/2023	09/11/2023	23.58	23.58	100-40-41405		923	1
D74109	1	D74109 ADAPTER, AEROSOL LUBRICANT, RIVET,	Invoice	09/01/2023	09/11/2023	42.76	42.76	100-40-41405		923	1
D74174	1	D74174 Library - TCW keys	Invoice	09/05/2023	09/11/2023	4.58	4.58	100-45-41215		923	1
Total 386 L.L. GREENS :						229.58	229.58				
6571 LANE, ROLAND											
05/26/2	1	OFFICER PHOTOS FOR HPD	Invoice	05/26/2023	09/11/2023	600.00	600.00	100-25-41215		923	1
Total 6571 LANE, ROLAND:						600.00	600.00				
6376 LEONARDO PADILLA SACHA											
08/30/2	1	ESSER SS Programming - Staff	Invoice	08/30/2023	09/11/2023	750.00	750.00	100-45-41549	23.45.0001.1	923	1
Total 6376 LEONARDO PADILLA SACHA:						750.00	750.00				
4595 LYON LANDSCAPE ARCHITECTS PLLC											
385.23.	1	385.23.5 RIVER ST. LHTAC BULLION +1 BLK N&S -	Invoice	09/01/2023	09/11/2023	4,800.00	4,800.00	120-40-41549	18.40.0001.1	923	1
Total 4595 LYON LANDSCAPE ARCHITECTS PLLC:						4,800.00	4,800.00				
4495 MIDWEST TAPE LLC											
504155	1	0504155984 08.03.23 MEDIA	Invoice	08/03/2023	09/11/2023	94.20	94.20	100-45-41535		923	1
504188	1	0504188898 08.10.23 MEDIA	Invoice	08/10/2023	09/11/2023	91.20	91.20	100-45-41535		923	1
504215	1	0504215998 08.17.23 MEDIA	Invoice	08/17/2023	09/11/2023	33.73	33.73	100-45-41535		923	1
Total 4495 MIDWEST TAPE LLC:						219.13	219.13				
1654 MK SOLUTIONS INC.											
72201	1	Inv 72201 1 Mk Staffstation	Invoice	09/06/2023	09/11/2023	20.00	20.00	100-45-41325		923	1
Total 1654 MK SOLUTIONS INC.:						20.00	20.00				

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
4585 MOUNTAIN EQUIPMENT TECHNOLOGY											
3682	1	#3682 SBR PANEL UPGRADE WW	Invoice	08/25/2023	09/11/2023	15,845.00	15,845.00	230-75-41547		923	1
Total 4585 MOUNTAIN EQUIPMENT TECHNOLOGY:						15,845.00	15,845.00				
251 NAPA AUTO PARTS											
157981	1	157981 INVERTER WIRING 4024 & 4025	Invoice	08/15/2023	09/11/2023	32.39	32.39	100-40-41415		923	1
158147	1	158147 BATTERY CHARGER	Invoice	08/16/2023	09/11/2023	51.99	51.99	100-40-41405		923	1
158319	1	158319 #4094 BATTERY CHARGER, FRZ PLUG RE	Invoice	08/17/2023	09/11/2023	95.90-	95.90-	100-40-41405		923	1
158863	1	#158863 DIESEL POWER SERVICE	Invoice	08/22/2023	09/11/2023	43.98	43.98	200-60-41415		923	1
Total 251 NAPA AUTO PARTS:						32.46	32.46				
8562 NORTHWEST BACKFLOW ED.											
3734	1	#3734 BAT RECERTIFICATION CLASS MERRITT &	Invoice	08/23/2023	09/11/2023	500.00	500.00	200-60-41723		923	1
Total 8562 NORTHWEST BACKFLOW ED.:						500.00	500.00				
6351 NUTRIEN AG SOLUTIONS, INC.											
521872	1	52187276 ESPLANAFE & RIFLE WEED ABATEMEN	Invoice	07/26/2023	09/11/2023	219.66	219.66	100-40-41767		923	1
Total 6351 NUTRIEN AG SOLUTIONS, INC.:						219.66	219.66				
401 OHIO GULCH TRANSFER STATION											
256787	1	256787 ASPHALT DIRT LUMBER	Invoice	07/24/2023	09/11/2023	43.20	43.20	100-40-41403		923	1
257656	1	257656 TRANSFER	Invoice	07/29/2023	09/11/2023	70.56	70.56	100-40-41403		923	1
257722	1	257722 TRANSFER	Invoice	07/31/2023	09/11/2023	26.64	26.64	100-40-41403		923	1
260766	1	260766 ASPHALT DIRT LUMBER	Invoice	08/24/2023	09/11/2023	807.00	807.00	100-40-41403		923	1
Total 401 OHIO GULCH TRANSFER STATION:						947.40	947.40				
50387 OLD CUTTERS HOMEOWNERS ASSOC.											
2823	1	2823 55% POWER BILL AUG 2023	Invoice	08/25/2023	09/11/2023	169.43	169.43	100-50-41717		923	1
Total 50387 OLD CUTTERS HOMEOWNERS ASSOC.:						169.43	169.43				
50298 O'REILLY AUTO PARTS											
4635-3	1	4635-349506 SOCKET SET, SOCKET ADAPTER	Invoice	08/09/2023	09/11/2023	27.98	27.98	100-40-41405		923	1
4635-3	1	4635-349684 PWR INVERTER	Invoice	08/10/2023	09/11/2023	129.98	129.98	100-40-41423		923	1
4635-3	1	4635-349685 KNIFE	Invoice	08/10/2023	09/11/2023	13.99	13.99	100-40-41423		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
Total 50298 O'REILLY AUTO PARTS:						171.95	171.95				
6393 PLUMMER PRODUCTION SERVICES											
526	1	Inv 526 AV Consulting	Invoice	08/27/2023	09/11/2023	75.00	75.00	100-45-41326		923	1
Total 6393 PLUMMER PRODUCTION SERVICES:						75.00	75.00				
6519 RICCARDI, AMANDA											
940010	1	ESSER SS grant supplies-Michael's	Invoice	08/30/2023	09/11/2023	144.25	144.25	100-45-41549	23.45.0001.1	923	1
Total 6519 RICCARDI, AMANDA:						144.25	144.25				
159 ROBERTS ELECTRIC INC.											
09564	1	Inv 09564 Library Restroom Remodel	Invoice	07/27/2023	09/11/2023	105.27	105.27	120-45-41549	23.45.0004.1	923	1
Total 159 ROBERTS ELECTRIC INC.:						105.27	105.27				
6522 RODGER, AMBER TELLERIA											
000000	1	Inv 0000005ESSER Summer Grant - Staff	Invoice	09/01/2023	09/11/2023	425.00	425.00	100-45-41549	23.45.0001.1	923	1
Total 6522 RODGER, AMBER TELLERIA:						425.00	425.00				
5129 RUSH TRUCK CENTERS OF ID INC											
303184	1	3031849541 LATCH KIT, HOOD LATCH	Invoice	03/24/2023	05/22/2023	175.00-	175.00-	100-40-41405		523	1
303380	1	3033805528 RUBBER PLUG	Invoice	08/17/2023	09/11/2023	53.94	53.94	100-40-41405		923	1
Total 5129 RUSH TRUCK CENTERS OF ID INC:						121.06-	121.06-				
5210 SASE COMPANY INC											
INV324	1	INV324380 CRUM W/O CUTTERS, SPACER, SHAF	Invoice	08/02/2023	09/11/2023	462.27	462.27	100-40-41405		923	1
INV324	1	INV324806 CUTTER 5S SMALL MILLING	Invoice	08/08/2023	09/11/2023	333.00	333.00	100-40-41405		923	1
Total 5210 SASE COMPANY INC:						795.27	795.27				
214 SAWTOOTH WOOD PRODUCTS											
000014	1	0000142441 TRIMMER LINE	Invoice	08/23/2023	09/11/2023	69.98	69.98	100-40-41405		923	1
Total 214 SAWTOOTH WOOD PRODUCTS:						69.98	69.98				

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
553 SHERWIN WILLIAMS COMPANY											
0407-6	1	0407-6 LINE STRIPER	Invoice	08/10/2023	09/11/2023	11,000.00	11,000.00	100-40-41403		923	1
0610-5	1	0610-5 LAZERLINE HOSE	Invoice	08/16/2023	09/11/2023	62.99	62.99	100-40-41405		923	1
Total 553 SHERWIN WILLIAMS COMPANY:						11,062.99	11,062.99				
4910 SHRED-IT USA											
800453	1	document shredding contract inv. 8004534974	Invoice	08/25/2023	09/11/2023	40.54	40.54	100-15-41325		923	1
800453	2	document shredding contract inv. 8004534974	Invoice	08/25/2023	09/11/2023	40.54	40.54	200-15-41325		923	1
800453	3	document shredding contract inv. 8004534974	Invoice	08/25/2023	09/11/2023	40.54	40.54	210-15-41325		923	1
Total 4910 SHRED-IT USA:						121.62	121.62				
5494 SILVER CREEK SUPPLY											
001206	1	#0012069796-001 GALVANIZED PARTS FOR HYDR	Invoice	08/03/2023	09/11/2023	38.47	38.47	200-60-41403		923	1
001226	1	0012268106-001 MAINT. - MARKING FLAGS GREE	Invoice	08/16/2023	09/11/2023	34.00	34.00	100-50-41405		923	1
001229	1	0012299324-001 WOODSIDE - ROTATOR, ROTARY	Invoice	08/17/2023	09/11/2023	459.38	459.38	100-50-41405		923	1
001231	1	0012316224-001 HEAGLE - PVC COUPLER, ROTO	Invoice	08/18/2023	09/11/2023	421.19	421.19	100-50-41405		923	1
001231	1	0012319893-001 WOODSIDE - PVC PRIMER, PVC	Invoice	08/18/2023	09/11/2023	37.41	37.41	100-50-41405		923	1
001232	1	0012322101-001 WOODSIDE - SLIP FIX, PVC COU	Invoice	08/18/2023	09/11/2023	14.86	14.86	100-50-41405		923	1
Total 5494 SILVER CREEK SUPPLY:						1,005.31	1,005.31				
1506 STANDARD PLUMBING SUPPLY											
UKB94	1	#UKB948 PVC IRR'G PARTS	Invoice	08/10/2023	09/11/2023	.71	.71	200-60-41413		923	1
Total 1506 STANDARD PLUMBING SUPPLY :						.71	.71				
50567 STAR ACRES PROPERTIES LLC											
09/06/2	1	UTILITY REFUND - 100249402 - 2494 WINDMILL W	Invoice	09/06/2023	09/11/2023	15.73	15.73	100-00-15110		923	1
Total 50567 STAR ACRES PROPERTIES LLC:						15.73	15.73				
283 STRIVE WORKPLACE SOLUTIONS											
WO-14	1	#WO-141460 OFFICE SUPPLIES WW	Invoice	08/31/2023	09/11/2023	545.17	545.17	210-70-41211		923	1
Total 283 STRIVE WORKPLACE SOLUTIONS:						545.17	545.17				
7007 SUMMIT EARTH WORKS											
5562	1	5562 cdc TRAINING FOR DRIVER	Invoice	08/24/2023	09/11/2023	650.00	650.00	100-40-41403		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
Total 7007 SUMMIT EARTH WORKS:						650.00	650.00				
8559 SUN VALLEY AIR SERVICES BOARD											
JULY20	1	LOT FOR AIR 0.5% JULY 2023	Invoice	09/06/2023	09/11/2023	12,953.31	12,953.31	100-10-41707		923	1
Total 8559 SUN VALLEY AIR SERVICES BOARD:						12,953.31	12,953.31				
6570 THE EMBLEM AUTHORITY											
38140	1	HPD PINK PATCHES FOR BREAST CANCER AWA	Invoice	08/31/2023	09/11/2023	291.00	291.00	100-25-41703		923	1
Total 6570 THE EMBLEM AUTHORITY:						291.00	291.00				
6344 T-MOBILE											
08/21/2	1	ACCOUNT # 975934298 HPD CELL PHONES	Invoice	08/21/2023	09/11/2023	341.51	341.51	100-25-41711		923	1
Total 6344 T-MOBILE:						341.51	341.51				
2817 UNITED OIL											
102598	1	1025985 FUEL CHARGES STS	Invoice	08/15/2023	09/11/2023	650.12	650.12	100-40-41719		923	1
102598	1	#1025986 PUMPED VEHICLE FUEL W.	Invoice	08/15/2023	09/11/2023	561.66	561.66	200-60-41719		923	1
102699	1	1026990 FUEL CHARGES PARKS	Invoice	08/31/2023	09/11/2023	544.90	544.90	100-50-41719		923	1
102699	1	1026993 FUEL CHARGES ST	Invoice	08/31/2023	09/11/2023	639.89	639.89	100-40-41719		923	1
102699	1	#1026995 PUMPED FUEL WW	Invoice	08/31/2023	09/11/2023	241.38	241.38	210-70-41719		923	1
398267	1	#398267 BULK FUEL DIESEL WW	Invoice	08/28/2023	09/11/2023	3,630.68	3,630.68	210-70-41719		923	1
398268	1	#398268 BULK FUEL WW	Invoice	08/28/2023	09/11/2023	1,130.83	1,130.83	210-70-41719		923	1
Total 2817 UNITED OIL:						7,399.46	7,399.46				
2020 VALLEY WIDE COOPERATIVE											
071352	1	071352/9 8/17/23 PROPANE	Invoice	08/17/2023	09/11/2023	31.67	31.67	100-40-41719		923	1
70222/	1	70222/9 7/17/23 PROPANE	Invoice	07/17/2023	09/11/2023	41.24	41.24	100-40-41719		923	1
71352/	1	8/17/23C21928 PROPANE	Invoice	08/17/2023	09/11/2023	31.67	31.67	100-40-41719		923	1
Total 2020 VALLEY WIDE COOPERATIVE:						104.58	104.58				
367 WALKER SAND AND GRAVEL											
119663	1	1196632 COMMERCIAL ROADBASE, ENVIRONME	Invoice	08/07/2023	09/11/2023	477.60	477.60	100-40-41403		923	1
120115	1	1201150 2-1/2" ROADBASE	Invoice	08/14/2023	09/11/2023	787.60	787.60	100-40-41403		923	1
120163	1	1201631 2-1/2" ROADBASE	Invoice	08/15/2023	09/11/2023	609.06	609.06	100-40-41403		923	1

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period	Separate Check
120387	1	1203874 2-1/2" ROADBASE	Invoice	08/17/2023	09/11/2023	460.93	460.93	100-40-41403		923	1
120551	1	1205515 fLOOD 2023 IMPORTED DIRTY ASPHALT	Invoice	08/21/2023	09/11/2023	235.29	235.29	100-40-41403		923	1
120908	1	1202908 IMPORTED DIRTY ASPHALT	Invoice	08/16/2023	09/11/2023	138.93	138.93	100-40-41403		923	1
Total 367 WALKER SAND AND GRAVEL:						2,709.41	2,709.41				
4004 WAXIE SANITARY SUPPLY											
819216	1	81921672 GARBAGE BAGS X12, DOGGIE WASTE	Invoice	08/22/2023	09/11/2023	1,139.60	1,139.60	100-50-41405		923	1
819216	1	81921673 CITY HALL CLEANING SUPPLIES	Invoice	08/22/2023	09/11/2023	70.34	70.34	100-42-41413		923	1
819216	2	81921673 CITY HALL CLEANING SUPPLIES	Invoice	08/22/2023	09/11/2023	70.34	70.34	200-42-41413		923	1
819216	3	81921673 CITY HALL CLEANING SUPPLIES	Invoice	08/22/2023	09/11/2023	70.34	70.34	210-42-41413		923	1
819217	1	81921675 Library Cleaning supplies	Invoice	08/22/2023	09/11/2023	396.35	396.35	100-45-41413		923	1
Total 4004 WAXIE SANITARY SUPPLY:						1,746.97	1,746.97				
368 WESTERN STATES CAT											
CM001	1	CM00152450 SOCKET A	Invoice	08/04/2023	09/11/2023	40.90-	40.90-	100-40-41405		923	1
CM001	1	CM00153191 RECEPTACLE K	Invoice	08/16/2023	09/11/2023	20.66-	20.66-	100-40-41405		923	1
IN0024	1	IN002484549 PLUG A	Invoice	08/04/2023	09/11/2023	28.16	28.16	100-40-41405		923	1
IN0024	1	IN002487719 TROUBLESHOOT AND REPAIT MAC	Invoice	08/08/2023	09/11/2023	296.40	296.40	100-40-41405		923	1
IN0024	1	IN002487838 BOLT, NUT	Invoice	08/08/2023	09/11/2023	138.14	138.14	100-40-41405		923	1
IN2489	1	IN002489287 BOLT, NUT	Invoice	08/09/2023	09/11/2023	87.66	87.66	100-40-41405		923	1
Total 368 WESTERN STATES CAT:						488.80	488.80				
2253 WILLIAM, LARA											
09/06/2	1	UTILITY REFUND - 170094002 - 521 EASTRIDGE D	Invoice	09/06/2023	09/11/2023	116.03	116.03	100-00-15110		923	1
Total 2253 WILLIAM, LARA:						116.03	116.03				
399 WOOD RIVER WELDING INC											
184305	1	184305 SALT TRUCK FLAT BAR	Invoice	07/25/2023	09/11/2023	17.49	17.49	100-40-41405		923	1
184332	1	184332 STEEL FLAT	Invoice	07/27/2023	09/11/2023	9.23	9.23	100-40-41405		923	1
Total 399 WOOD RIVER WELDING INC:						26.72	26.72				
Total :						880,270.24	880,270.24				
Grand Totals:						880,270.24	880,270.24				

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-00-15110	1,968.84	.00	1,968.84
1000020301	166.73	166.73-	.00
100-00-20515	158,000.00	.00	158,000.00
100-10-41707	34,506.74	.00	34,506.74
100-10-41717	335.79	.00	335.79
100-15-41215	2.17	.00	2.17
100-15-41313	875.69	.00	875.69
100-15-41323	17.47	.00	17.47
100-15-41325	40.54	.00	40.54
100-15-41523	396.00	.00	396.00
100-15-41713	80.73	.00	80.73
100-15-41717	63.83	.00	63.83
100-20-41313	202.50	.00	202.50
100-20-41713	121.09	.00	121.09
100-25-41213	25.00	.00	25.00
100-25-41215	600.00	.00	600.00
100-25-41313	6,019.67	.00	6,019.67
100-25-41325	99.39	.00	99.39
100-25-41413	75.22	.00	75.22
100-25-41703	404.12	.00	404.12
100-25-41711	341.51	.00	341.51
100-25-41713	505.44	.00	505.44
100-25-41717	86.26	.00	86.26
100-25-41724	3,009.00	.00	3,009.00
100-40-41211	19.85	.00	19.85
100-40-41215	117.81	.00	117.81
100-40-41313	2,623.00	.00	2,623.00
100-40-41403	18,038.31	.00	18,038.31
100-40-41405	2,140.49	1,196.09-	944.40
100-40-41413	652.50	.00	652.50
100-40-41415	32.39	.00	32.39
100-40-41423	143.97	.00	143.97
100-40-41703	760.52	.00	760.52
100-40-41713	258.56	.00	258.56
100-40-41715	5,717.86	.00	5,717.86
100-40-41717	2,903.56	.00	2,903.56
100-40-41719	1,394.59	.00	1,394.59
100-40-41767	219.66	.00	219.66
100-40-41775	55,924.82	.00	55,924.82

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-42-41313	75.00	.00	75.00
100-42-41413	523.75	.00	523.75
100-42-41713	45.39	.00	45.39
100-42-41717	158.43	.00	158.43
100-45-41215	164.31	.00	164.31
100-45-41313	405.00	.00	405.00
100-45-41325	20.00	.00	20.00
100-45-41326	171.06	.00	171.06
100-45-41413	846.35	.00	846.35
100-45-41535	2,405.00	.00	2,405.00
100-45-41549	1,370.19	.00	1,370.19
100-45-41713	650.66	220.78-	429.88
100-45-41724	2,242.20	.00	2,242.20
100-50-41313	843.75	.00	843.75
100-50-41325	23,684.72	.00	23,684.72
100-50-41402	4,244.76	.00	4,244.76
100-50-41403	790.58	.00	790.58
100-50-41405	2,373.45	.00	2,373.45
100-50-41603	3,299.68	.00	3,299.68
100-50-41615	11.76	.00	11.76
100-50-41617	337.20	.00	337.20
100-50-41713	30.27	.00	30.27
100-50-41717	23,274.68	.00	23,274.68
100-50-41719	544.90	.00	544.90
100-55-41313	1,357.50	.00	1,357.50
100-55-41713	121.09	.00	121.09
100-55-41717	128.88	.00	128.88
100-55-41724	205.50	.00	205.50
120-10-41549	258.58	.00	258.58
120-40-41549	279,440.50	.00	279,440.50
120-45-41549	105.27	.00	105.27
200-15-41215	2.16	.00	2.16
200-15-41313	875.69	.00	875.69
200-15-41323	17.47	.00	17.47
200-15-41325	40.54	.00	40.54
200-15-41523	396.00	.00	396.00
200-15-41713	80.72	.00	80.72
200-42-41313	75.00	.00	75.00

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
200-42-41413	523.75	.00	523.75
200-42-41713	45.39	.00	45.39
200-42-41717	158.43	.00	158.43
200-60-41313	11,097.25	.00	11,097.25
200-60-41325	589.76	.00	589.76
200-60-41403	1,917.69	.00	1,917.69
200-60-41405	164.10	.00	164.10
200-60-41413	24.69	.00	24.69
200-60-41415	43.98	.00	43.98
200-60-41703	188.77	.00	188.77
200-60-41713	465.41	.00	465.41
200-60-41717	17,930.35	.00	17,930.35
200-60-41719	561.66	.00	561.66
200-60-41723	620.00	.00	620.00
210-15-41215	2.16	.00	2.16
210-15-41313	875.71	.00	875.71
210-15-41323	17.47	.00	17.47
210-15-41325	40.54	.00	40.54
210-15-41523	396.01	.00	396.01
210-15-41713	80.72	.00	80.72
210-42-41313	75.00	.00	75.00
210-42-41413	523.76	.00	523.76
210-42-41713	45.38	.00	45.38
210-42-41717	158.44	.00	158.44
210-70-41211	545.17	.00	545.17
210-70-41313	945.00	.00	945.00
210-70-41325	589.76	.00	589.76
210-70-41401	1,350.00	.00	1,350.00
210-70-41403	290.99	.00	290.99
210-70-41423	43.20	.00	43.20
210-70-41511	107,160.00	.00	107,160.00
210-70-41703	599.31	.00	599.31
210-70-41711	2,315.72	.00	2,315.72
210-70-41713	242.18	.00	242.18
210-70-41717	102.80	.00	102.80
210-70-41719	5,002.89	.00	5,002.89
210-70-41795	463.00	.00	463.00
230-75-41547	75,147.79	.00	75,147.79

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
Grand Totals:	881,853.84	1,583.60-	880,270.24

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
06/22	.00	328.51-	328.51-
05/23	.00	175.00-	175.00-
08/23	166.73	.00	166.73
09/23	881,687.11	1,080.09-	880,607.02
Grand Totals:	881,853.84	1,583.60-	880,270.24

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 09/11/2023 **DEPARTMENT:** Community Development **DEPT. HEAD SIGNATURE:** RD

SUBJECT: Consideration of a Preliminary Plat Application by Pilling Family Trust, represented by Manya Yamada, wherein two (2) cottage lots in Sunbeam Subdivision Phase I (SUNBEAM SUBDIVISION PHASE 1 LOT 41 BLK 3, SUNBEAM SUBDIVISION PHASE 1 LOT 49 BLK 3) are subdivided into ten (10) sublots for single-family cottage units. This project is located along the public streets of San Badger Drive, Eclipse Street, and Sunbeam Street within the Limited Residential (LR-1) Zoning District.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code Title 16
(IF APPLICABLE)

BACKGROUND: The proposed Panorama Point Subdivision is within Phase I of the Sunbeam Subdivision, which received its Final Plat approval on April 12, 2021. The Final Plat of Phase I of the Sunbeam Subdivision subdivided Tax Lot 6655, Section 9 & 10, T2N, R18E, Hailey into 85 primary dwelling units on 70 lots. Per the subdivision’s plat and Planned Unit Development (PUD) Agreement (recorded on June 29, 2020; Instrument #670234), Phase I includes three (3) cottage lots that are required to develop a total of 18 cottage units.

Now, the Pilling Family Trust, represented by Manya Yamada, proposes to subdivide the 1.02 acres of two (2) cottage lots, Lots 41 and 49, into ten (10) sublots between 0.07 and 0.14 acres in size. As such, this application aligns with the overall number of cottage units planned for Phase I of the Sunbeam Subdivision.

Since January and February 2023, when the Applicant proposed a different plat, the Applicant has amended the plat to consolidate vehicular access to the ten (10) cottage sublots. Specifically, the Applicant consolidated the seven (7) separate driveways into (1) parking access lane. The updated driveway design adheres to the Condition of Approval for the Final Plat of Sunbeam Phase I, which states: “Minimal driveway crossings of the 10’-wide multi-use paths are preferred.” While the parking access lane cuts through the center of the development and does not lead to a joint garage, as envisioned by the Council, and drafted in the cottage development ordinance, the proposed design adheres to the existing cottage and townhouse development standards in Hailey’s Municipal Code.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Caselle # _____
Budget Line Item # _____ YTD Line-Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: Robyn Davis Phone # 788-9815 #2015

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD: Conduct a Public Hearing on a Preliminary Plat Application by Pilling Family Trust, wherein two (2) cottage lots in Sunbeam Subdivision Phase I (SUNBEAM SUBDIVISION PHASE 1 LOT 41 BLK 3, SUNBEAM SUBDIVISION PHASE 1 LOT 49 BLK 3) are subdivided into ten (10) cottage sublots.

ADMINISTRATIVE COMMENTS/APPROVAL:

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



STAFF REPORT
Hailey City Council
Regular Meeting of September 11, 2023

To: Hailey City Council
From: Cece Osborn, Community Development City Planner
Overview: Consideration of a Preliminary Plat Application by Pilling Family Trust, represented by Manya Yamada, wherein two (2) cottage lots in Sunbeam Subdivision Phase I (SUNBEAM SUBDIVISION PHASE 1 LOT 41 BLK 3, SUNBEAM SUBDIVISION PHASE 1 LOT 49 BLK 3) are subdivided into ten (10) sublots for cottage units. This project is located along the public streets of San Badger Drive, Eclipse Street, and Sunbeam Street within the Limited Residential (LR-1) Zoning District.

Hearing: September 11, 2023

Applicant: Pilling Family Trust
Project: Panorama Point Subdivision
Location: SUNBEAM SUBDIVISION PHASE 1 LOTS 41 & 49, BLK 3
Size: 1.02 acres (44,375 square feet)
Zoning/Size: Limited Residential (LR-1) Zoning District

Notice: Notice for the public hearing was published in the Idaho Mountain Express and mailed to property owners on August 23, 2023.

Background: The proposed Panorama Point Subdivision is within Phase I of the Sunbeam Subdivision, which received its Final Plat approval on April 12, 2021. The Final Plat of Phase I of the Sunbeam Subdivision subdivided Tax Lot 6655, Section 9 & 10, T2N, R18E, Hailey into 85 primary dwelling units on 70 lots. Per the subdivision's plat and Planned Unit Development (PUD) Agreement (recorded on June 29, 2020; Instrument #670234), Phase I includes three (3) cottage lots that are required to develop a total of 18 cottage units.

Now, the Pilling Family Trust, represented by Manya Yamada, proposes to subdivide the 1.02 acres of two (2) cottage lots, Lots 41 and 49, into ten (10) sublots between 0.07 and 0.14 acres in size. As such, this application aligns with the overall number of cottage units planned for Phase I of the Sunbeam Subdivision. The remaining eight (8) cottage sublots— required of the cottage lot 64, which is 0.93 acres in size— will then be an average of about 0.12 acres in size.

Of relevance to this project, the current Hailey Municipal Code defines cottage, townhouse, and subplot terms in the following ways:

TOWNHOUSE DEVELOPMENT: A multi-family residential project of two (2) or more townhouse units, where permitted under the Hailey zoning ordinance, which may be constructed as either or both of the following:

A. Building(s) containing two (2) or more townhouse units erected generally in a row, with each unit being separated from the adjoining unit or units by a party wall or walls, subject to building and fire code

requirements, and all other applicable codes and ordinances, and with party walls extending from the basement floor to the roof along the dividing townhouse subplot line. Each unit has its own access to the outside, and no unit is located over another unit in part or in whole.

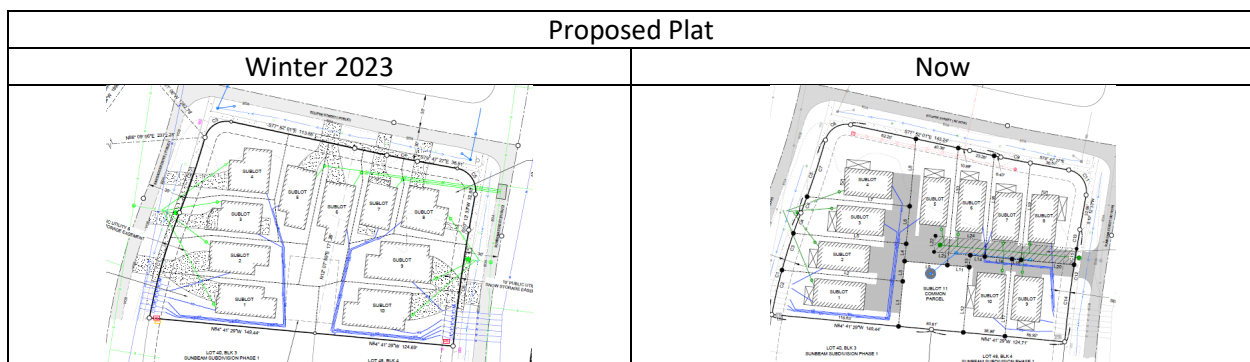
B. "Cottages", which are buildings containing single townhouse units on individual townhouse sublots, provided the separation between units and/or buildings complies with applicable building and fire code requirements and all other applicable codes and ordinances.

TOWNHOUSE SUBLOT: The lot resulting from platting a residential townhouse development. Townhouse sublots shall have a minimum area equal to that of the perimeter of each individual townhouse unit, and an additional area three feet (3') in width adjacent to any opening, measured at the foundation. Said sublots shall not be buildable for structures other than a "townhouse unit", as defined in this section. Platting of sublots shall follow the procedures set forth in this title and other applicable codes in effect. All other detached and/or accessory buildings shall be contained within the perimeter of the townhouse subplot, except as otherwise permitted herein.

TOWNHOUSE UNIT: A dwelling including a minimum of one bathroom and a single kitchen, designed for or occupied as a unit by one family for living and cooking purposes, located in a townhouse development on a platted townhouse subplot.

As specified in the Code, a cottage is a building that contains a single townhouse unit on an individual townhouse subplot. Per Code, townhouse units are required to include a minimum of one (1) bathroom and one (1) kitchen. As presented to the Planning and Zoning Commission on May 15, 2023, June 20, 2023, and August 21, 2023— Staff is developing an ordinance to accommodate cottage developments with definitions, standards, and zoning that are distinct from other housing types. At this point in time, cottage development applications—such as this one— will be held to the existing standards within Hailey’s Municipal Code. Staff has worked internally with the Applicant to communicate the City Council’s priorities for the character and intent of cottage developments, as they were negotiated in the Sunbeam Subdivision Planned Unit Development Agreement.

Since January and February 2023, when the Applicant proposed a different plat, the Applicant has amended the plat to consolidate vehicular access to the ten (10) cottage sublots. Specifically, the Applicant consolidated the seven (7) separate driveways into (1) parking access lane.



The updated driveway design adheres to the Condition of Approval for the Final Plat of Sunbeam Phase I, which states: “Minimal driveway crossings of the 10’-wide multi-use paths are preferred.” While the parking access lane cuts through the center of the development and does not lead to a joint garage, as

envisioned by the Council, and drafted in the cottage development ordinance, the proposed design adheres to the existing cottage and townhouse development standards in Hailey’s Municipal Code.

Procedural History: The Applicant submitted their first Preliminary Plat Application for the Panorama Point Subdivision on December 5, 2022, it was certified complete on December 12, 2022. A public hearing before the Planning and Zoning Commission took place on January 17, 2023, at which time the proposed plat was recommended to the City Council for approval. On February 27, 2023, a public hearing before the City Council took place, at which time they took no action. The Council found that the proposed design with seven (7) separate driveways off the public streets contradicted the intent of the existing cottage code, and the Condition of Approval for the Final Plat of the Sunbeam Subdivision Phase I. The Applicant resubmitted an amended plat, as well as a Design Review Application, on July 3, 2023. On August 7, 2023 the Hailey Planning & Zoning Commission considered the updated Preliminary Plat and new Design Review Applications, approved the Design Review Application, and recommended the Preliminary Plat Application for approval by the Hailey City Council.

Sunbeam Subdivision is subject to a Planned Unit Development (PUD) Agreement dated June 18, 2020 (Instrument #670234), as well as the Final Plat for Phase I of the Sunbeam Subdivision that was approved on April 12, 2021.

Standards of Evaluation for a Subdivision				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.050	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department Comments	Engineering: <i>Public Works Staff have reviewed the proposed application. Any issues, questions, or concerns will be thoroughly reviewed and discussed with the Applicant prior to final design.</i>
				Fire/Safety: <i>No comments.</i>
				Water and Sewer: <i>No comments.</i>
				Building: <i>No comments.</i>
				Streets: <i>No comments.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.010 Development Standards	Applicability: The configuration and development of proposed subdivisions shall be subject to and meet the provisions and standards found in this Title, the Zoning Title and any other applicable Ordinance or policy of the City of Hailey and shall be in accordance with general provisions of the Comprehensive Plan.
			Staff Comments	<i>Please refer to the specific standards as noted herein.</i>
16.04.020: Streets:				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
			16.04.020	Streets: Streets shall be provided in all subdivisions where necessary to provide access and shall meet all standards below.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A.	Development Standards: All streets in the subdivision must be platted and developed with a width, alignment, and improvements such that the street is adequate to safely accommodate existing and anticipated vehicular and pedestrian traffic and meets City standards. Streets shall be aligned in such a manner as to provide through, safe and efficient access from and to adjacent developments and properties and shall provide for the integration of the proposed streets with the existing pattern.

			Staff Comments	<i>N/A – The public streets for Phase I of the Sunbeam Subdivision were platted in 2021 and have since been built/are existing. The project proposed here does not include any new streets.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B.	Cul-De-Sacs; Dead-End Streets: Cul-de-sacs or dead-end streets shall be allowed only if connectivity is not possible due to surrounding topography or existing platted development. Where allowed, such cul-de-sacs or dead-end streets shall comply with all regulations set forth in the IFC and other applicable codes and ordinances. Street rights-of-way extended into unplatted areas shall not be considered dead end streets.
			Staff Comments	<i>N/A – No cul-de-sacs nor dead-end streets are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	C.	Access: More than one access may be required based on the potential for impairment of a single access by vehicle congestion, terrain, climatic conditions or other factors that could limit access.
			Staff Comments	<i>N/A – Each of the proposed cottage units includes a public street frontage, additional access points are not required.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	D.	Design: Streets shall be laid out so as to intersect as nearly as possible at right angles and no street shall intersect any other street at less than eighty (80) degrees. Where possible, four-way intersections shall be used. A recommended distance of 500 feet, with a maximum of 750 feet, measured from the center line, shall separate any intersection. Alternatively, traffic calming measures including but not limited to speed humps, speed tables, raised intersections, traffic circles or roundabouts, meanderings, chicanes, chokers, and/or neck-downs shall be a part of the street design. Alternate traffic calming measures may be approved with a recommendation by the City Engineer. Three-way intersections shall only be permitted where most appropriate or where no other configuration is possible. A minimum distance of 150 feet, measured from the center line, shall separate any 2 three-way intersections.
			Staff Comments	<i>N/A – No streets are proposed, only driveways from public streets.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E.	Centerlines: Street centerlines which deflect more than five (5) degrees shall be connected by a curve. The radius of the curve for the center line shall not be more than 500 feet for an arterial street, 166 feet for a collector street and 89 feet for a residential street. Alternatively, traffic calming measures including but not limited to speed humps, speed tables, raised intersections, traffic circles or roundabouts, meanderings, chicanes, chokers, and/or neck-downs shall be a part of the street design. Alternate traffic calming measures may be approved with a recommendation by the City Engineer.
			Staff Comments	<i>N/A – No public streets nor traffic calming measures are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	F.	Width: Street width is to be measured from property line to property line. The minimum street width, unless specifically approved otherwise by the Council, shall be as specified in City Standards for the type of street.
			Staff Comments	<i>N/A – No public streets are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	G.	Roadways: Roadway, for the purpose of this section, shall be defined as the area of asphalt from curb face to curb face or edge to edge. Roadway includes areas for vehicle travel and may include parallel or angle in parking areas. The width of roadways shall be in accordance with the adopted City Standards for road construction.
			Staff Comments	<i>N/A – No roadways are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	H.	Road Grades: Road Grades shall be at least two percent (2%) and shall not generally exceed six percent (6%). Grade may exceed 6%, where necessary, by 1% (total 7%) for no more than 300 feet or 2% (total 8%) for no more than 150 feet. No excess grade shall be located within 200 feet of any other excess grade nor there any horizontal deflection in the roadway greater than 30 degrees within 300 feet of where the excess grade decreases to a 2% slope.
			Staff Comments	<i>N/A – No new road grades are proposed. The public streets are existing and meet City Standards.</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	I.	Runoff: The developer shall provide storm sewers and/or drainage areas of adequate size and number to contain any runoff within the streets in the subdivision in conformance with the applicable Federal, State and local regulations. The developer shall provide copies of state permits for shallow injection wells (drywells). Drainage plans shall be reviewed by City Staff and shall meet the approval of the City Engineer. Developer shall provide a copy of EPA's "NPDES General Permit for Storm water Discharge from Construction Activity" for all construction activity affecting more than one acre.
			<i>Staff Comments</i>	<i>N/A – Storm drains and/or drainage areas of adequate size are in place.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	J.	Signage: The developer shall provide and install all street and traffic control signs in accordance with City Standards.
			<i>Staff Comments</i>	<i>N/A – No signage is proposed, the proposed cottage units are located on existing public streets.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	K.	Dedication; Names: All streets and alleys within any subdivision shall be dedicated for public use, except as provided herein. New street names (public and private) shall not be the same or similar to any other street names used in Blaine County.
			<i>Staff Comments</i>	<i>N/A – No new streets nor alleys are proposed.</i>
			L.	Private Streets:
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L. 1.	Private streets may be allowed (a) to serve a maximum of five (5) residential dwelling units, (b) within Planned Unit Developments, or (c) within commercial developments in the Business, Limited Business, Neighborhood Business, Light Industrial, Technological Industry, and Service Commercial Industrial districts. Private streets are allowed at the sole discretion of the Council, except that no Arterial or Major Street, or Collector or Secondary Street may be private. Private streets shall have a minimum total width of 36 feet, shall be constructed to all other applicable City Standards including paving, and shall be maintained by an owner's association.
			<i>Staff Comments</i>	<i>N/A – No private streets are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L. 2.	Private streets, wherever possible, shall provide interconnection with other public streets and private streets.
			<i>Staff Comments</i>	<i>N/A – No private streets are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L. 3.	The area designated for private streets shall be platted as a separate parcel according to subsection 16.04.060C below. The plat shall clearly indicate that the parcel is unbuildable except for public vehicular and public pedestrian access and ingress/egress, utilities or as otherwise specified on the plat.
			<i>Staff Comments</i>	<i>N/A – No private streets are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L. 4.	Private street names shall not end with the word "Road", "Boulevard", "Avenue", "Drive" or "Street". Private streets serving five (5) or fewer dwelling units shall not be named.
			<i>Staff Comments</i>	<i>N/A – No private streets are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L. 5.	Private streets shall have adequate and unencumbered 10-foot-wide snow storage easements on both sides of the street, or an accessible dedicated snow storage easement representing not less than twenty-five percent (25%) of the improved area of the private street. Private street snow storage easements shall not be combined with, or encumber, required on-site snow storage areas.
			<i>Staff Comments</i>	<i>N/A – No private streets are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	L. 6.	Subdivisions with private streets shall provide two (2) additional parking spaces per dwelling unit for guest and/or overflow parking. These spaces may be located (a) within the residential lot (e.g., between the garage and the roadway), (b) as parallel spaces within the street parcel or easement adjacent to the travel lanes, (c) in a designated guest parking area, or (d) as a combination thereof. Guest/overflow parking spaces are in addition to the minimum number of parking spaces required pursuant to chapter 17.09 of this code. The dimension of guest/overflow parking spaces shall be no less than ten feet by twenty feet (10'x20') if angle parking, or ten feet by twenty-four feet

				(10'x24') if parallel. Guest overflow parking spaces shall be improved with asphalt, gravel, pavers, grass block, or another all-weather dustless surface. No part of any required guest/overflow parking spaces shall be utilized for snow storage.
			Staff Comments	<i>N/A – No private streets are proposed.</i>
			M.	Driveways:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M. 1.	Driveways may provide access to not more than two (2) residential dwelling units. Where a parcel to be subdivided will have one lot fronting on a street, not more than one additional single-family lot accessed by a driveway may be created in the rear of the parcel. In such a subdivision, where feasible (e.g., no driveway already exists), both lots shall share access via a single driveway. Driveways shall not be named.
			Staff Comments	<i>The proposal includes one (1) parking access lane, which will service all cottage units within the subdivision. Ingress/egress are achieved via this singular approach from Sunbeam Street.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M. 2.	Driveways shall be constructed with an all-weather surface and shall have the following minimum roadway widths: a) Accessing one residential unit: twelve feet (12') b) Accessing two residential units: sixteen feet (16') No portion of the required fire lane width of any driveway may be utilized for parking, above ground utility structures, dumpsters or other service areas, snow storage or any other obstructions.
			Staff Comments	<i>The proposed design and typical drawings appear to align with City standards. The Public Works Department will ensure exact compliance during the Final Plat process and prior to issuance of building permits.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	M. 3.	Driveways longer than 150 feet must have a turnaround area approved by the Fire Department. Fire lane signage must be provided as approved by the Fire Department.
			Staff Comments	<i>N/A – None of the proposed driveways exceed one-hundred and fifty feet (150').</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M. 4.	Driveways accessing more than one residential dwelling unit shall be maintained by an owner's association, or in accordance with a plat note.
			Staff Comments	<i>This has been made a Condition of Approval.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	M. 5.	The area designated for a driveway serving more than one dwelling unit shall be platted as a separate unbuildable parcel, or as a dedicated driveway easement. Easements and parcels shall clearly indicate the beneficiary of the easement or parcel and that the property is unbuildable except for ingress/egress, utilities or as otherwise specified on the plat. A building envelope may be required in order to provide for adequate building setback.
			Staff Comments	<i>N/A – None of the proposed driveways serve more than one (1) residence.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	M. 6.	No driveway shall interfere with maintenance of existing infrastructure and shall be located to have the least adverse impact on residential dwelling units, existing or to be constructed, on the lot the easement encumbers and on adjacent lots.
			Staff Comments	<i>No driveways interfere with the maintenance of existing infrastructure. The Applicant heeded the City's directions and redesigned the proposed plat to adhere to the City's goals and intentions for communal style living within cottage developments. The residential approaches are serviced by a communal parking access lane.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N.	Parking Access Lane: A parking access lane shall not be considered a street but shall comply with all regulations set forth in the IFC and other applicable codes and ordinances.
			Staff Comments	<i>The proposed parking access lane has been approved by the Fire Department and will be inspected for IFC compliance during the final plat inspections.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	O.	Fire Lanes: Required fire lanes, whether in private streets, driveways or parking access lanes, shall comply with all regulations set forth in the IFC and other applicable codes and ordinances.

			Staff Comments	<i>N/A – Each of the proposed cottage units includes a public street frontage, as such fire lanes are not required.</i>
16.04.030: Sidewalks and Drainage Improvements				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A.	Sidewalks and drainage improvements are required in all zoning districts and shall be located and constructed according to applicable City standards, except as otherwise provided herein.
			Staff Comments	<i>The sidewalk and drainage improvements were constructed in Phase I of the Sunbeam Subdivision. The existing pedestrian facilities and proposed drainage are adequate for the site; however, any additional drainage requirements or sidewalk repairs will be reviewed by City Staff prior to final design. This has been made a Condition of Approval.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B.	The length of sidewalks and drainage improvements constructed shall be equal to the length of the subject property line(s) adjacent to any public street or private street.
			Staff Comments	<i>The sidewalks were constructed for Phase I of the Sunbeam Subdivision and are equal the length of the public street frontage. Unless improvements are needed to the existing sidewalks, this standard has been met. The Applicant shall repair and/or install new sidewalks if the existing sidewalks are damaged during the construction process. This has been made a Condition of Approval.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	C.	New sidewalks shall be planned to provide pedestrian connections to any existing and future sidewalks adjacent to the site.
			Staff Comments	<i>The sidewalks were constructed for Phase I of the Sunbeam Subdivision, no new sidewalks are proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	D.	Sites located adjacent to a public street or private street that are not currently through streets, regardless whether the street may provide a connection to future streets, shall provide sidewalks to facilitate future pedestrian connections.
			Staff Comments	<i>The sidewalks were constructed for Phase I of the Sunbeam Subdivision, no new sidewalks are proposed or necessary at this time.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E.	The requirement for sidewalk and drainage improvements are not required for any lot line adjustment.
			Staff Comments	<i>N/A – This is a Preliminary Plat Application for a new cottage subdivision, this project involves more than a Lot Line Adjustment.</i>
16.04.040: Alleys and Easements				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
			A.	Alleys:
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A. 1.	Alleys shall be provided in all Business District and Limited Business District developments where feasible.
			Staff Comments	<i>N/A – This project is in the Limited Residential (LR-1) Zoning District.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A. 2.	The minimum width of an alley shall be twenty-six (26') feet.
			Staff Comments	<i>N/A – Alleys are not required, nor are they planned.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A. 3.	All alleys shall be dedicated to the public or provide for public access.
			Staff Comments	<i>N/A – Alleys are not required, nor are they planned.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A. 4.	All infrastructures to be installed underground shall, where possible, be installed in the alleys platted.
			Staff Comments	<i>Alleys are not required, nor are they planned. The proposed underground utilities are routed in two (2) groups, across the sublots and connecting to the main lines at two (2) points—one on Sunbeam Street and another on San Badger Drive. The City Water and Wastewater Departments are supportive of the proposed plans.</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A. 5.	<p>Alleys in commercial areas shall be improved with drainage as appropriate and which the design meets the approval of the City Engineer. The Developer shall provide storm sewers and/or drainage areas of adequate size and number to contain any runoff within the streets in the subdivision upon the property in conformance with the latest applicable Federal, State and local regulations. The developer shall provide copies of state permits for shallow injection wells (drywells). Drainage plans shall be reviewed by City Staff and shall meet the approval of the City Engineer.</p>
			<i>Staff Comments</i>	<i>N/A – Alleys are not required, nor are they planned for this parcel. This area is residential and not commercial.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A. 6.	Dead-end alleys shall not be allowed.
			<i>Staff Comments</i>	<i>N/A – The proposed design does not include a dead-end alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A. 7.	<p>Where alleys are not provided, easements of not less than ten (10) feet in width may be required on each side of all rear and/or side lot lines (total width = 20 feet) where necessary for wires, conduits, storm or sanitary sewers, gas and water lines. Easements of greater width may be required along lines, across lots, or along boundaries, where necessary for surface drainage or for the extension of utilities.</p>
			<i>Staff Comments</i>	<p>The proposed plat includes:</p> <ul style="list-style-type: none"> • mutual reciprocal easements for access by all cottage units, as well as by existing and future public and private utilities including, to utilities including but not limited to water, sewer, drainage, cable tv, telephone, natural gas and electrical lines over, under and across their sublots for the repair, maintenance and replacement of those services; • a 10' Public Utility and Snow Storage Easement per Sunbeam Subdivision Phase 1, recorded as Instrument Number 682301; and • a 15' wide Public Utility Easement to benefit the City of Hailey for the maintenance and repair of sanitary sewer main. <p>Any concerns and/or issues with the proposed easements will be reviewed by the City Engineer and resolved prior to final design. The Applicant shall also address the easement and maintenance of the utilities in the CC&R's for the subdivision. Both stipulations have been made Conditions for Approval.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B.	<p>Easements. Easements, defined as the use of land not having all the rights of ownership and limited to the purposes designated on the plat, shall be placed on the plat as appropriate. Plats shall show the entity to which the easement has been granted. Easements shall be provided for the following purposes:</p>
			<i>Staff Comments</i>	<i>A ten-foot (10') wide easement on the public street frontage of each sublot is shown for public utility and snow storage.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B. 1.	To provide access through or to any property for the purpose of providing utilities, emergency services, public access, private access, recreation, deliveries, or such other purpose. Any subdivision that borders on the Big Wood River shall dedicate a 20-foot-wide fisherman’s access easement, measured from the Mean High-Water Mark, which shall provide for non-motorized public access. Additionally, in appropriate areas, an easement providing non-motorized public access through the subdivision to the river shall be required as a sportsman’s access.
			<i>Staff Comments</i>	<i>The easements have been explained in the prior Section 16.04.040.A.4. There is no need for a river access easement, as this site does not border the Big Wood River.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B. 2.	To provide protection from or buffering for any natural resource, riparian area, hazardous area, or other limitation or amenity on, under, or over the land. Any subdivision that borders on the Big Wood River shall dedicate a one hundred (100) foot wide riparian setback easement, measured from the Mean High-Water Mark, upon which no permanent structure shall be built, in order to protect the natural vegetation and wildlife along the river bank and to protect structures from damage or loss due to river bank erosion. A twenty-five (25) foot wide riparian setback easement shall be dedicated adjacent to tributaries of the Big Wood River. Removal and maintenance of live or dead vegetation within the riparian setback easement is controlled by the applicable bulk requirement of the Flood Hazard Overlay District. The riparian setback easement shall be fenced off during any construction on the property.
			<i>Staff Comments</i>	<i>N/A – No natural resource, riparian area, hazardous area or other limitation requires an easement, as specified above, for the proposed subdivision.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B. 3.	Snow storage areas shall be not less than twenty-five percent (25%) of parking, sidewalk and other circulation areas. No dimension of any snow storage area may be less than 10 feet. All snow storage areas shall be accessible and shall not be located over any above ground utilities, such as transformers.
			<i>Staff Comments</i>	<i>The measurements of the circulation areas are not provided; however, snow storage is planned in the 10’ perimeter utility easement. This has been made a Condition of Approval, and this standard shall be met prior to Final Plat approval.</i>
16.04.050: Blocks				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.050	Blocks: The length, width and shape of blocks shall be determined with due regard to adequate building sites suitable to the special needs of the type of use contemplated, the zoning requirements as to lot size and dimensions, the need for convenient access and safe circulation and the limitations and opportunities of topography.
			<i>Staff Comments</i>	<i>N/A – This subdivision and proposed plat involves an existing block. No new blocks are proposed.</i>
16.04.060: Lots				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.060	Lots: All lots shown on the subdivision plat must conform to the minimum standards for lots in the District in which the subdivision is planned. The City will generally not approve single-family residential lots larger than one-half (1/2) acre (21,780 square feet). In the event a single-family residential lot greater than one-half (1/2) acre is platted, irrigation shall be restricted to not more than one-half (1/2) acre, pursuant to Idaho Code §42-111, and such restriction shall be included as a plat note. District regulations are found in the Zoning Chapter.

			Staff Comments	<p>The project parcel is subject to the Planned Unit Development (PUD) Agreement for Phase I of the Sunbeam Subdivision. The PUD Agreement and Final Plat for Phase I specified that three (3) cottage lots shall be developed into eighteen (18) cottage units. In keeping with the affiliated PUD Agreement and Final Plat, this application proposes ten (10) sublots between 0.07 and 0.14 acres in size, for single-family cottage units. As such, the remaining cottage lot in Phase I (Lot 64, 0.93 acres) shall be developed into eight (8) cottage units of an average size of 0.12 acres.</p> <p>Also of relevance, the Hailey Municipal Code specifies a minimum lot size for townhouse sublots— “a minimum area equal to that of the perimeter of each individual townhouse unit, and an additional area three feet (3’) in width adjacent to any opening, measured at the foundation”— but not a maximum size. The proposed lots meet and exceed the minimum area required for townhouse sublots.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A.	<p>If lots are more than double the minimum size required for the zoning district, the Developer may be required to arrange lots in anticipation of future re-subdivision and provide for future streets where necessary to serve potential lots, unless the plat restricts further subdivision.</p> <p>Staff Comments N/A</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B.	<p>Double frontage lots shall be prohibited except where unusual topography, a more integrated street plan, or other conditions make it undesirable to meet this requirement. Double frontage lots are those created by either public or private streets, but not by driveways or alleys. Subdivisions providing a platted parcel of 25 feet or more between any street right-of-way and any single row of lots shall not be considered to have platted double frontage lots. The 25-foot-wide parcel provided must be landscaped to provide a buffer between the street and the lot(s).</p> <p>Staff Comments N/A – The plat does not include any double frontage lots.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	C.	<p>No unbuildable lots shall be platted. Platted areas that are not buildable shall be noted as such and designated as “parcels” on the plat. Green Space shall be clearly designated as such on the plat.</p> <p>Staff Comments N/A – Each of the proposed sublots are buildable.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	D.	<p>A single flag lot may be permitted at the sole discretion of the Hearing Examiner or Commission and Council, in which the “flagpole” projection is serving as a driveway as provided herein, providing connection to and frontage on a public or a private street. Once established, a flag lot may not be further subdivided, but a lot line adjustment of a flag lot is not considered a further subdivision. The “flagpole” portion of the lot shall be included in lot area but shall not be considered in determining minimum lot width. The “flagpole” shall be of adequate width to accommodate a driveway as required by this ordinance, fire and other applicable codes. Flag lots within the Townsite Overlay District are not allowed, except where parcels do not have street access, such as parcels adjacent to the ITD right-of-way.</p> <p>Staff Comments N/A – No flag lots are proposed.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E.	<p>All lots shall have frontage on a public or private street. No frontage width shall be less than the required width of a driveway as provided under Sections 4.1.11.1 and 4.5.4 of this Ordinance. Townhouse Sub-Lots are excluded from this requirement; provided, however, that Townhouse Developments shall have frontage on a street.</p> <p>Staff Comments The proposed sublots all have public street frontages.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	F.	<p>In the Townsite Overlay District, original Townsite lots shall be subdivided such that the new platted lots are oriented the same as the original lots, i.e. lots shall be subdivided in such a way as to maintain frontage on both the street and alley. Exceptions may be made for corner properties with historic structures.</p>

			Staff Comments	<i>N/A – This project is not located within the Townsite Overlay (TO) Zone District.</i>
16.04.070: Orderly Development				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A.	Phasing Required: Development of subdivisions shall be phased to avoid the extension of City services, roads and utilities through undeveloped land.
			Staff Comments	<i>The proposed project— the development of cottages through Panorama Point Subdivision—is subject to the Phasing Plan and Planned Unit Development for Phase I of the Sunbeam Subdivision. Per the PUD Agreement, “All cottage lots depicted in the PUD development Plan must be developed with cottage units by the Owner or its successors or assigns.” The “Owner shall use commercially reasonable efforts to expedite the development of said cottage units.” This project—the proposed Panorama Point Subdivision—can be understood as a subset of Phase I of the development of the Sunbeam Subdivision, Staff does not see any reason to create an additional phasing plan for the development of the proposed cottage units.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B.	Agreement: Developers requesting phased subdivisions shall enter into a phasing agreement with the City. Any phasing agreement shall be approved and executed by the Council and the Developer on or before the preliminary plat approval by the Council.
			Staff Comments	<i>N/A – Neither the Applicant nor Staff are requesting that the proposed subdivision be phased.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	C.	Mitigation of Negative Effects: No subdivision shall be approved which affects the ability of political subdivisions of the state, including school districts, to deliver services without compromising quality of service delivery to current residents or imposing substantial additional public costs upon current residents, unless the Developer provides for the mitigation of the effects of subdivision. Such mitigation may include, but is not limited to the following: <ul style="list-style-type: none"> a) Provision of on-site or off-site street or intersection improvements. b) Provision of other off-site improvements. c) Dedications and/or public improvements on property frontages. d) Dedication or provision of parks or green space. e) Provision of public service facilities. f) Construction of flood control canals or devices. g) Provisions for ongoing maintenance.
			Staff Comments	<i>N/A</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	D.	When the developer of contiguous parcels proposes to subdivide any portion of the contiguous parcels, an area development plan shall be submitted and approved. The Commission and Council shall evaluate the following basic site criteria and make appropriate findings of fact: <ol style="list-style-type: none"> 1. Streets, whether public or private, shall provide an interconnected system and shall be adequate to accommodate anticipated vehicular and pedestrian traffic. 2. Non-vehicular circulation routes shall provide safe pedestrian and bicycle ways and provide an interconnected system to streets, parks and green space, public lands, or other destinations. 3. Water main lines and sewer main lines shall be designed in the most effective layout feasible. 4. Other utilities including power, telephone, cable, and gas shall be designed in the most effective layout feasible. 5. Park land shall be most appropriately located on the Contiguous Parcels. 6. Grading and drainage shall be appropriate to the Contiguous Parcels. 7. Development shall avoid easements and hazardous or sensitive

				natural resource areas. The commission and council may require that any or all contiguous parcels be included in the subdivision.
			<i>Staff Comments</i>	<i>N/A – The Commission and Council completed this process for the Planned Unit Development (PUD) Agreement for Phase I of the Sunbeam Subdivision, of which this project is a part. The PUD required that a 4.54-acre park/open area space and a six-foot (6') wide pedestrian trail be completed during Phase I.</i>
16.04.080: Perimeter Walls, Gates, and Berms				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.080	The City of Hailey shall not approve any residential subdivision application that includes any type of perimeter wall or gate that restricts access to the subdivision. This regulation does not prohibit fences on or around individual lots. The City shall also not allow any perimeter landscape berm more than 3' higher than the previously existing (original) grade.
			<i>Staff Comments</i>	<i>N/A – No perimeter walls, gates, landscape berms, nor retaining walls are proposed.</i>
16.04.090: Cuts, Fills, Grading and Drainage				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A.	Plans Required: Proposed subdivisions shall be carefully planned to be compatible with natural topography, soil conditions, geology, and hydrology of the site, as well as to minimize cuts; fills, alterations of topography, streams, drainage channels; and disruption of soils or vegetation. Fill within the floodplain shall comply with the requirements of the Flood Hazard Overlay District of the Zoning Ordinance.
			<i>Staff Comments</i>	<i>The Commission and Council completed this process for the Planned Unit Development Plan and Final Plat for Phase I of the Sunbeam Subdivision. Through those processes, cottages were planned for this site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A. 1.	A preliminary soil report prepared by a qualified engineer may be required by the Hearing Examiner or Commission and/or Council as part of the preliminary plat application.
			<i>Staff Comments</i>	<i>The City Engineer will determine whether a Soils Report is required for this project.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A. 2.	A preliminary grading plan prepared by a civil engineer may be required by the Hearing Examiner or Commission and/or the Council as part of the preliminary plat application, to contain the following information: a) Proposed contours at a maximum of two (2) foot contour intervals; b) Cut and fill banks in pad elevations; c) Drainage patterns; d) Areas where trees and/or natural vegetation will be preserved; e) Location of all street and utility improvements including driveways to building envelopes; and f) Any other information which may reasonably be required by the Administrator, Hearing Examiner, Commission and/or Council.
			<i>Staff Comments</i>	<i>A Grading Plan has been submitted and is under review by the City Engineer.</i>
			B.	Design Standards: The proposed subdivision shall conform to the following design standards:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B. 1.	Grading shall be designed to blend with natural land forms and to minimize the necessity of padding or terracing of building sites, excavation for foundations, and minimize the necessity of cuts and fills for streets and driveways.
			<i>Staff Comments</i>	<i>Very little grading will be necessary as the site is relatively flat. That said, a Grading Plan has been submitted and will be reviewed and approved by the City Engineer prior to issuance of a Building Permit.</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B. 2.	Areas within a subdivision which are not well suited for development because of existing soil conditions, steepness of slope, geology or hydrology shall be allocated for Green Space for the benefit of future property owners within the subdivision.
			<i>Staff Comments</i>	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B. 3.	Where existing soils and vegetation are disrupted by subdivision development, provision shall be made by the Developer for Revegetation of disturbed areas with perennial vegetation sufficient to stabilize the soil upon completion of the construction, including temporary irrigation for a sufficient period to establish perennial vegetation. Until such time as the vegetation has been installed and established, the Developer shall maintain and protect all disturbed surfaces from erosion.
			<i>Staff Comments</i>	Erosion control and re-vegetation shall be included in the final design where necessary. This has been made a Condition of Approval.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B. 4.	Where cuts, fills or other excavation are necessary, the following development standards shall apply: <ul style="list-style-type: none"> a) Fill areas for structures or roads shall be prepared by removing all organic material detrimental to proper compaction for soil stability. b) Fill for structures or roads shall be compacted to at least 95 percent of maximum density as determined by American Association State Highway Transportation Officials (AASHTO) and American Society of Testing & Materials (ASTM). c) Cut slopes shall be no steeper than two horizontals to one vertical. Subsurface drainage shall be provided as necessary for stability. d) Fill slopes shall be no steeper than three horizontals to one vertical. Neither cut nor fill slopes shall be located on natural slopes of three to one or steeper, or where fill slope toes out within twelve (12) feet horizontally of the top of existing or planned cut slope. e) Tops and toes of cut and fill slopes shall be set back from structures and property lines as necessary to accommodate drainage features and drainage structures.
			<i>Staff Comments</i>	Proposed grading and drainage appear to be adequate for the site but shall meet the approval of the City Engineer, this has been made a Condition of Approval.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B. 5.	The developer shall provide storm sewers and/or drainage areas of adequate size and number to contain the runoff upon the property in conformance with the applicable Federal, State, and local regulations. The developer shall provide copies of state permits for shallow injection wells (drywells). Drainage plans shall be reviewed by planning staff and shall meet the approval of the City engineer. Developer shall provide a copy of EPA's "NPDES General Permit for Storm-water Discharge from Construction Activity" for all construction activity affecting more than one acre.
			<i>Staff Comments</i>	A Drainage Plan has been submitted. Runoff is proposed along the public street frontage and landscaping. Storm water will be retained onsite. These have been made Conditions of Approval and will be reevaluated at final design, prior to Final Plat approval.
16.04.100: Overlay Districts				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
			A.	Flood Hazard Overlay District:
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A. 1.	Subdivisions or portions of subdivision located within the Flood Hazard Overlay District shall comply with all provisions of Section 4.10 of the Zoning Ordinance.
			<i>Staff Comments</i>	N/A – The proposed subdivision is not located in the Flood Hazard Overlay District.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A. 2.	Subdivisions located partially in the Flood Hazard Overlay District shall have designated building envelopes outside the Flood Hazard Overlay District to the extent possible.
			Staff Comments	<i>N/A – The proposed subdivision is not located in the Flood Hazard Overlay District.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A. 3.	Any platted lots adjacent to the Big Wood River or its tributaries shall have designated building envelopes.
			Staff Comments	<i>N/A – The proposed subdivision is not located adjacent to the Big Wood River nor its tributaries.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B.	Hillside Overlay District:
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B. 1.	Subdivisions or portions of subdivisions located within the Hillside Overlay District shall comply with all provisions of Section 4.14, of the Zoning Ordinance.
			Staff Comments	<i>N/A – The proposed subdivision is not located within the Hillside Overlay District.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B. 2.	Subdivisions located partially in the Hillside Overlay District shall have designated building envelopes outside the Hillside Overlay District.
			Staff Comments	<i>N/A – The proposed subdivision is not located within the Hillside Overlay District.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B. 3.	All approved subdivisions shall contain a condition that a Site Alteration Permit is required before any development occurs.
			Staff Comments	<i>N/A – The proposed subdivision is not located within the Hillside or Floodplain Hazard Overlay Districts.</i>
16.04.110: Parks, Pathways and Other Green Spaces				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A.	Parks and Pathways: Unless otherwise provided, every subdivision shall set aside a Park and/or Pathway(s) in accordance with standards set forth herein.
			Staff Comments	<i>N/A – The parks and pathways required of this site were accounted for in the Planned Unit Development Agreement and Final Plat for Phase I of the Sunbeam Subdivision.</i>
			A. 1.	Parks:
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A. 1. a.	<p>The developer of any subdivision, or any part thereof, consisting of three (3) or more residential lots, including residential townhouse sub-lots and residential condominium units, without regard to the number of phases within the subdivision, shall set aside or acquire land area within, adjacent to or in the general vicinity of the subdivision for Parks. Parks shall be developed within the City of Hailey and set aside in accordance with the following formula:</p> <p>$P = x$ multiplied by .0277</p> <p>“P” is the Parks contribution in acres</p> <p>“x” is the number of single-family lots, residential townhouse sub-lots or residential condominium units contained within the plat. Where multi-family lots are being platted with no fixed number of units, “x” is maximum number of residential lots, sub-lots, and units possible within the subdivision based on current zoning regulations.</p>
			Staff Comments	<i>N/A – The parks and pathways required of this site were accounted for in the Planned Unit Development Agreement and Final Plat for Phase I of the Sunbeam Subdivision.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A.1.b	In the event the subdivision is located in the Business (B), Limited Business (LB), Neighborhood Business (NB), or Transitional (TN) zoning districts, the area required for a Park shall be reduced by 75%, but in no event shall the area required for a Park/Cultural Space exceed 17.5% of the area of the lot(s) being developed.

			Staff Comments	<i>N/A – The proposed subdivision is located within the Limited Residential (LR-1) Zoning District.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A. 2.	Pathways: The developer of any subdivision, or any part thereof, shall provide pathways for all trails and paths identified in the master plan that are located on the property to be subdivided or on City property adjacent to the property to be subdivided, and sidewalks required by this ordinance.
			Staff Comments	<i>Sidewalks and shared-use paths were constructed for Phase I of the Sunbeam Subdivision and are adequate for the site. No additional pathways are proposed at this time.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B.	Multiple Ownership: Where a parcel of land is owned or otherwise controlled, in any manner, directly or indirectly: <ul style="list-style-type: none"> a) By the same individual(s) or entity(ies), including but not limited to corporation(s), partnership(s), limited liability company(ies) or trust(s), or b) By different individuals or entities, including but not limited to corporations, partnerships, limited liability companies or trusts where a) such individual(s) or entity(ies) have a controlling ownership or contractual right with the other individual(s) or entity(ies), or b) the same individual(s) or entity(ies) act in any manner as an employee, owner, partner, agent, stockholder, director, member, officer or trustee of the entity(ies), c) Multiple subdivisions of the parcel that cumulatively result in three (3) or more residential lots, townhouse sub-lots or condominium units, are subject to the provisions of this ordinance, and shall provide the required improvements subject to the required standards at or before the platting or development of the lots, sub-lots or units. d) Parks and Lands Board: The parks and lands board shall review and make a recommendation to the hearing examiner or commission and council regarding each application subject to the provisions of Section 4.10 of this ordinance. Such recommendation will be based on compliance with the master plan and provisions of this ordinance.
			Staff Comments	<i>N/A</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	C.	Parks and Lands Board: The parks and lands board shall review and make a recommendation to the hearing examiner or commission and council regarding each application subject to the provisions of Section 4.10 of this ordinance. Such recommendation will be based on compliance with the master plan and provisions of this ordinance.
			Staff Comments	<i>N/A – This application is subject to the existing Planned Unit Development Agreement for Phase I of the Sunbeam Subdivision, which addressed park/open space requirements. No additional Park/Open Space is required at this time.</i>
			D.	Minimum Requirements:
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. 1.	Private Green Space: Use and maintenance of any privately-owned green space shall be controlled by recorded covenants or restrictions which run with the land in favor of the future owners of the property within the tract and which cannot be modified without the consent of the council.
			Staff Comments	<i>The Applicant shall address the maintenance of the outdoor shared space delineated by the easement between the proposed townhouse sublots in CC&R's for the subdivision. This has been made a Condition of Approval.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. 2.	Neighborhood Park: A neighborhood park shall include finished grading and ground cover, large grassy areas, trees and shrubs, sheltered picnic table(s), trash container(s), dog station(s), bike racks, park bench(es), parking as required by ordinance, and two or more of the following: play structure, restrooms, an athletic field, trails, hard surface multiple use court (tennis or basketball courts), or gardens that demonstrate conservation principles.

				Neighborhood Parks shall provide an average of 15 trees per acre, of which at least 15% shall be of 4" caliper or greater. A maximum of 20% of any single tree species may be used. Landscaping and irrigation shall integrate water conservation. A neighborhood park shall be deeded to the City upon completion, unless otherwise agreed upon by the developer and City.
			<i>Staff Comments</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. 3.	Mini Park: A mini park shall include finished grading and ground cover, trees and shrubs, picnic table(s), trash container(s), dog station(s), bike racks and park bench(es). All mini parks shall provide an average of 15 trees per acre, of which at least 15% shall be of 4" caliper or greater. A maximum of 20% of any single tree species may be used. Landscaping and irrigation shall integrate water conservation.
			<i>Staff Comments</i>	<i>N/A</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. 4.	Park/Cultural Space: A park/cultural space shall include benches, planters, trees, public art, water features and other elements that would create a gathering place. Connective elements, such as parkways or enhanced sidewalks may also qualify where such elements connect two or more parks or park/cultural spaces.
			<i>Staff Comments</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	D. 5.	Pathway: Pathways shall have a minimum twenty-foot (20') right-of-way width and shall be paved or improved as recommended by the Parks and Lands Board. Construction of Pathways shall be undertaken at the same time as other public improvements are installed within the development, unless the Council otherwise allows when deemed beneficial for the project. The Developer shall be entitled to receive a Park dedication credit only if the Developer completes and constructs a Pathway identified in the Master Plan or completes and constructs a Pathway not identified in the Master Plan where the Pathway connects to existing or proposed trails identified in the Master Plan. The City may permit easements to be granted by Developers for Pathways identified in the Master Plan, thereby allowing the Developer to include the land area in the determination of setbacks and building density on the site, but in such cases, a Park dedication credit will not be given. A Developer is entitled to receive a credit against any area required for a Park for every square foot of qualified dedicated Pathway right-of-way.
			<i>Staff Comments</i>	<i>Please refer to Section 16.04.110(A)2 for further details.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E.	Specific Park Standards: All Parks shall meet the following criteria for development, location and size (unless unusual conditions exist that prohibit meeting one or more of the criteria):
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E. 1.	Shall meet the minimum applicable requirements required by Subsection D of this section.
			<i>Staff Comments</i>	<i>N/A</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E. 2.	Shall provide safe and convenient access, including ADA standards.
			<i>Staff Comments</i>	<i>N/A</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E. 3.	Shall not be gated so as to restrict access and shall not be configured in such a manner that will create a perception of intruding on private space. If a Park is privately owned and maintained, the use of the park shall not be exclusive to the homeowners, residents or employees of the development.
			<i>Staff Comments</i>	<i>N/A</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E. 4.	Shall be configured in size, shape, topography, and improvements to be functional for the intended users. To be eligible for Park dedication, the land must, at a minimum, be located on slopes less than 25 degrees, and outside of drain ways, floodways and wetland areas. Mini Parks shall not be occupied by non-recreational buildings and shall be available for the use of all the residents or employees of the proposed subdivision.
			<i>Staff Comments</i>	<i>N/A</i>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E. 5.	Shall not create undue negative impact on adjacent properties and shall be buffered from conflicting land uses.
			<i>Staff Comments</i>	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	E. 6.	Shall require low maintenance or provide for maintenance or maintenance endowment.
			<i>Staff Comments</i>	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	F.	Specific Pathway Standards: All Pathways shall meet the following criteria for development, location and size (unless unusual conditions exist that prohibit meeting one or more of the criteria):
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	F. 1.	Shall meet the minimum applicable requirements required by Subsection D of this section.
			<i>Staff Comments</i>	N/A – Please refer to Section 16.04.110(A.2) for further information.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	F. 2.	Shall be connected in a useful manner to other Parks, Pathways, Green Space and recreation and community assets.
			<i>Staff Comments</i>	N/A – Please refer to Section 16.04.110(A.2) for further information.
			G.	Specific Green Space Standards: If green space is required or offered as part of a subdivision, townhouse or condominium development, all green space shall meet the following criteria for development, location and size (unless unusual conditions exist that prohibit meeting one or more of the criteria):
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	G. 1.	Shall meet the minimum applicable requirements required by section 4.10.04 of this section.
			<i>Staff Comments</i>	N/A – Please refer to Section 16.04.110 for further detail.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 2.	Public and private green spaces on the same property or adjacent properties shall be complementary to one another. Green space within proposed developments shall be designed to be contiguous and interconnecting with any adjacent Green Space (both existing and potential future space).
			<i>Staff Comments</i>	The Applicant shall address the design and maintenance of the outdoor shared space in CC&R's for the subdivision. This has been made a Condition of Approval.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	G. 3.	The use of the private green space shall be restricted to Parks, Pathways, trails or other recreational purposes, unless otherwise allowed by the City.
			<i>Staff Comments</i>	N/A – Please refer to Section 16.04.110 for further detail.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	G. 4.	The private ownership and maintenance of green space shall be adequately provided for by written agreement.
			<i>Staff Comments</i>	The Applicant shall address the design and maintenance of the outdoor shared space in CC&R's for the subdivision. This has been made a Condition of Approval.
			H.	In-Lieu Contributions:
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	H. 1.	After receiving a recommendation by the Parks and Lands Board, the Council may at their discretion approve and accept voluntary cash contributions in lieu of Park land dedication and Park improvements.
			<i>Staff Comments</i>	N/A – The required park/open space is existing and was developed according to the PUD Agreement for Phase I of the Sunbeam Subdivision.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	H. 2.	The voluntary cash contributions in lieu of Park land shall be equivalent to the area of land (e.g., square footage) required to be dedicated under this ordinance multiplied by the fair market value of the land (e.g., \$/square foot) in the development at the time of preliminary plat approval by the Council. The City shall identify the location of the property to be appraised, using the standards in Sections 4.10.5.4 and 4.10.5.5 of these ordinances. The appraisal shall be submitted by a mutually agreed upon appraiser and paid for by the applicant.
			<i>Staff Comments</i>	Please reference Section 16.04.110 for further detail.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	H. 3.	Except as otherwise provided, the voluntary cash contribution in lieu of Park land shall also include the cost for Park improvements, including all costs of acquisition, construction and all related costs. The cost for such improvements shall be based upon the estimated costs provided by a qualified contractor and/or vendor. In the Business (B), Limited Business (LB),

				Neighborhood Business (NB) and Transitional (TN) zoning districts, in-lieu contributions will not include the cost for Park improvements.
			<i>Staff Comments</i>	<i>Please reference Section 16.04.110 for further detail.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	H. 4.	In-lieu contributions must be segregated by the City and not used for any other purpose other than the acquisition of Park land and/or Park improvements, which may include upgrades and replacement of Park improvements. Such funds should be used, whenever feasible or practicable, on improvements within walking distance of the residents of the subdivision.
			<i>Staff Comments</i>	<i>Please reference Section 16.04.110 for further detail.</i>
16.05: Improvements Required:				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.05.010	Minimum Improvements Required: It shall be a requirement of the Developer to construct the minimum infrastructure improvements set forth herein and any required infrastructure improvements for the subdivision, all to City Standards and procedures, set forth in Title 18 of the Hailey Municipal Code and adopted by ordinance in accordance with the notice and hearing procedures provided in Idaho Code §67-6509. Alternatives to the minimum improvement standards may be recommended for approval by the City Engineer and approved by the City Council at its sole discretion only upon showing that the alternative is clearly superior in design and effectiveness and will promote the public health, safety and general welfare.
			<i>Staff Comments</i>	<i>The Applicant plans to construct the infrastructure that is necessary for municipal services, if the project is approved.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A.	Plans Filed, maintained: Six (6) copies of all improvement plans shall be filed with the City Engineer and made available to each department head. Upon final approval two (2) sets of revised plans shall be returned to the Developer at the pre-construction conference with the City Engineer's written approval thereon. One set of final plans shall be on-site at all times for inspection purposes and to note all field changes upon.
			<i>Staff Comments</i>	<i>This standard shall be met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B.	Preconstruction Meeting: Prior to the start of any construction, it shall be required that a pre-construction meeting be conducted with the Developer or his authorized representative/engineer, the contractor, the City Engineer and appropriate City departments. An approved set of plans shall be provided to the Developer and contractor at or shortly after this meeting.
			<i>Staff Comments</i>	<i>This standard shall be met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	C.	Term of Guarantee of Improvements: The developer shall guarantee all improvements pursuant to this Section for no less than one year from the date of approval of all improvements as complete and satisfactory by the City engineer, except that parks shall be guaranteed and maintained by the developer for a period of two years.
			<i>Staff Comments</i>	<i>This standard shall be met.</i>
16.05.020: Streets, Sidewalks, Lighting, Landscaping				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.05.020	Streets, Sidewalks, Lighting, Landscaping: The developer shall construct all streets, alleys, curb and gutter, lighting, sidewalks, street trees and landscaping, and irrigation systems to meet City Standards, the requirements of this ordinance, the approval of the Council, and to the finished grades which have been officially approved by the City engineer as shown upon approved plans and profiles. The developer shall pave all streets and alleys with an asphalt plant-mix and shall chip-seal streets and alleys within one year of construction.
			<i>Staff Comments</i>	<i>This standard shall be met, has been made a condition of approval, and will be reevaluated at final design, prior to Final Plat approval.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A.	Street Cuts: Street cuts made for the installation of services under any existing improved public street shall be repaired in a manner which shall satisfy the Street Superintendent, shall have been approved by the Hailey City Engineer or his authorized representative, and shall meet City Standards. Repair may include patching, skim coats of asphalt or, if the total area of asphalt removed exceeds 25% of the street area, the complete removal and replacement of all paving adjacent to the development. Street cut repairs shall also be guaranteed for no less than one year. (Ord. 1191, 2015)
			Staff Comments	Any and all street cuts for the installation of the water and sewer mains shall be repaired per this standard. Connection details to the existing water system shall be approved by the Wastewater Division prior to construction. Street cuts shall be approved by the Streets Division prior to construction. All infrastructure will be approved by the city prior to construction. All construction must conform to City of Hailey Standard Drawings, Specifications and Procedures. This has been made a Condition of Approval.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B.	Signage: Street name signs and traffic control signs shall be erected by the Developer in accordance with City Standard, and the street name signs and traffic control signs shall thereafter be maintained by the City.
			Staff Comments	N/A – Signage for the public street names is existing, this project does not any other signage.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	C.	Streetlights: Street lights in the Recreational Green Belt, Limited Residential, General Residential, and Transitional zoning districts are not required improvements. Where proposed, street lighting in all zoning districts shall meet all requirements of Chapter VIII B of the Hailey Zoning Ordinance.
			Staff Comments	N/A – No streetlights are planned for this project.
16.05.030: Sewer Connections				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.05.030	Sewer Connections: The developer shall construct a municipal sanitary sewer connection for each and every developable lot within the development. The developer shall provide sewer mains of adequate size and configuration in accordance with City standards, and all federal, state, and local regulations. Such mains shall provide wastewater flow throughout the development. All sewer plans shall be submitted to the City engineer for review and approval. At the City engineer’s discretion, plans may be required to be submitted to the Idaho Department of Environmental Quality (DEQ) for review and comments.
			Staff Comments	Staff have no concerns or issues with the proposed sewer connections at this time. Connections will be revisited at final design, prior to Final Plat approval.
16.05.040: Water Connections				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A.	Requirements: The developer shall construct a municipal potable water connection, water meter and water meter vault in accordance with City Standards or other equipment as may be approved by the City engineer, for each and every developable lot within the development. The developer shall provide water mains and services of adequate size and configuration in accordance with City Standards, and all federal, state, and local regulations. Such water connection shall provide all necessary appurtenances for fire protection, including fire hydrants, which shall be located in accordance with the IFC and under the approval of the Hailey Fire Chief. All water plans shall be submitted to the City engineer for review and approval. At the City Engineer’s discretion, plans may be required to be submitted to the Idaho Department of Environmental Quality (DEQ) for review and comments.
			Staff Comments	Staff have no concerns or issues with the proposed sewer connections at this time. Connections will be revisited at final design, prior to Final Plat approval.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B.	Townsite Overlay: Within the Townsite Overlay District, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the

				subject property and the nearest public street, as recommended by the City Engineer.
			<i>Staff Comments</i>	<i>N/A – This project is not within the Townsite Overlay (TO) District.</i>
16.05.050: Drainage				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.05.050	Drainage: The developer shall provide drainage areas of adequate size and number to meet the approval of the street superintendent and the City engineer or his authorized representative. (Ord. 1191, 2015)
			<i>Staff Comments</i>	<i>Drainage appears to be adequate for the site but will be reviewed by City Staff and shall meet the approval of the City Engineer, prior to Final Plat approval. This has been made a Condition of Approval.</i>
16.05.060: Utilities				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.05.060	Utilities: The developer shall construct each and every individual service connection and all necessary trunk lines, and/or conduits for those improvements, for natural gas, electricity, telephone, and cable television to the property line before placing base gravel for the street or alley.
			<i>Staff Comments</i>	<i>All utilities are shown to be installed underground and accessible via easements. The easements shall meet the approval of the City Engineer, this has been made a Condition of Approval.</i>
16.05.070: Parks, Green Space				
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.05.070	Parks, Green Space: The developer shall improve all parks and green space areas as presented to and approved by the hearing examiner or commission and council.
			<i>Staff Comments</i>	<i>See Section 16.04.110 for further detail.</i>
16.05.080: Installation to Specifications; Inspections				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.05.080	Installation to Specifications; Inspections: All improvements are to be installed under the specifications and inspection of the City engineer or his authorized representative. The minimum construction requirements shall meet City Standards or the Department of Environmental Quality (DEQ) standards, whichever is the more stringent.
			<i>Staff Comments</i>	<i>An inspection schedule will be established for any/all components at final design. All infrastructure must meet City of Hailey specifications and will be evaluated in greater detail at final design.</i>
16.05.090: Completion; Inspections; Acceptance				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A.	Installation of all infrastructure improvements must be completed by the developer and inspected and accepted by the City prior to signature of the plat by City representatives, or according to a phasing agreement. A post-construction conference shall be requested by the developer and/or contractor and conducted with the developer and/or contractor, the City engineer, and appropriate City departments to determine a punch list of items for final acceptance.
			<i>Staff Comments</i>	<i>This standard shall be met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B.	The developer may, in lieu of actual construction, provide to the City security pursuant to Section 3.3.7, for all infrastructure improvements to be completed by developer after the final plat has been signed by City representatives. (Ord. 1191, 2015)
			<i>Staff Comments</i>	<i>N/A – The completion of all major infrastructure by the Developer is preferred over bonding.</i>
16.05.100: As Built Plans and Specifications				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.05.100	As Built Plans and Specifications: Prior to the acceptance by the City of any improvements installed by the developer, three (3) sets of “as-built plans and specifications” certified by the developer’s engineer shall be filed with the City engineer. (Ord. 1191, 2015)

			Staff Comments	<i>As built drawings will be required. This standard will be met.</i>
16.08: Townhouses:				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.08.010	Plat Procedure: The developer of the townhouse development shall submit with the preliminary plat application and all other information required herein a copy of the proposed party wall agreement and the proposed document(s) creating an association of owners of the proposed townhouse sublots, which shall adequately provide for the control (including billing, where applicable) and maintenance of all common utilities, commonly held facilities, garages, parking and/or green spaces. Prior to final plat approval, the developer shall submit to the city a final copy of the party wall agreement and any other such documents and shall record the documents prior to or at the same time of the recordation of the plat, which plat shall reflect the recording instrument numbers thereupon. (Ord. 1191, 2015)
			Staff Comments	<i>The proposed subdivision is for single-family cottages that do not include party walls. However, the Applicant shall include CC&Rs to address the maintenance of utilities and shared outdoor space in the easements. This has been made a Condition of Approval.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.08.020	Garages: All garages shall be designated on the preliminary and final plats and on all deeds as part of the particular townhouse units. Detached garages may be platted on separate sublots; provided, that the ownership of detached garages is appurtenant to specific townhouse units on the townhouse plat and that the detached garage(s) may not be sold and/or owned separate from any dwelling unit(s) within the townhouse development. (Ord. 1191, 2015)
			Staff Comments	<i>Vehicular access on the proposed plat directly leads to the cottage units, where garages can be assumed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.08.030	Storage, Parking Areas: Residential townhouse developments shall provide parking spaces according to the requirements of title 17, chapter 17.09 of this code. (Ord. 1191, 2015)
			Staff Comments	<i>Each single-family cottage unit is required to have two (2) parking spaces, this has been made a Condition of Approval.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.08.040	Construction Standards: All townhouse development construction shall be in accordance with the IBC, IRC, and IFC. Each townhouse unit must have separate water, sewer and utility services, which do not pass through another building or unit. (Ord. 1191, 2015)
			Staff Comments	<i>The proposed plat complies with this standard. Although the plat indicates municipal services passing through the sublots, they are protected by easements and do not pass through other buildings.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.08.050	General Applicability: All other provisions of this title and all applicable ordinances, rules and regulations of the city and all other governmental entities having jurisdiction shall be complied with by townhouse developments. (Ord. 1191, 2015)
			Staff Comments	<i>This standard will be met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.08.060	Expiration: Townhouse developments which have received final plat approval shall have a period of three (3) calendar years from the date of final plat approval by the council to obtain a building permit. Developments which have not received a building permit shall be null and void and the plats associated therewith shall be vacated by the council. If a development is to be phased, construction of the second and succeeding phases shall be contingent upon completion of the preceding phase unless the requirement is waived by the council. Further, if construction on any townhouse development or phase of any development ceases or is not diligently pursued for a period of three (3) years without the prior consent of the council, that portion of the plat

				pertinent to the undeveloped portion of the development shall be vacated. (Ord. 1191, 2015)
			<i>Staff Comments</i>	<i>This standard will be met.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.08.070	Conversion: The conversion by subdivision of existing units into townhouses shall not be subject to section 16.04.110 of this title. (Ord. 1191, 2015)
			<i>Staff Comments</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.08.080	Density: The maximum number of cottage townhouse units on any parcel shall be twelve (12), and not more than two (2) cottage townhouse developments shall be constructed adjacent to each other. (Ord. 1191, 2015)
			<i>Staff Comments</i>	<i>This project is subject to the Planned Unit Development Agreement and Final Plat for Phase I of the Sunbeam Subdivision, which identified these two (2) adjacent cottage lots and requires the development of eighteen (18) cottage units in Phase I of the Sunbeam Development. Per the affiliated PUD Agreement and Final Plat, ten (10) cottage units are proposed on the parcel and the remaining eight (8) cottage units required in Phase I will be of a similar size.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.11.010	Exceptions: Whenever the tract to be subdivided is, in the shape or size, or is surrounded by such development or unusual conditions that the strict application of the requirements contained herein would result in real difficulties and substantial hardships or injustices, the council may vary or modify such requirements by making findings for their decision so that the developer is allowed to develop his property in a reasonable manner, while ensuring that the public welfare and interests of the city and surrounding area are protected and the general intent and spirit of this title are preserved. As used in this section, the phrase “real difficulties and substantial hardships or injustices” shall apply only to situations where strict application of the requirements of this title will deny to the developer the reasonable and beneficial use of the property in question, and not in situations where the developer establishes only those exceptions will allow more financially feasible or profitable subdivision. (Ord. 1191, 2015).
			<i>Staff Comments</i>	<i>N/A</i>

Summary and Suggested Conditions: The Council shall review the Preliminary Plat Application and continue the public hearing, approve, conditionally approve, or deny the Application. The following are suggested Conditions of Approval for this Application:

- a) All conditions of the Sunbeam Subdivision Planned Unit Development approval, recorded June 29, 2020, shall be met.
- b) All Fire Department and Building Department requirements shall be met.
- c) All City infrastructure requirements shall be met as outlined in Title 16, Chapter 16.05 of the Hailey Municipal Code. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for City of Hailey approval and shall meet City Standards where required. Requirements to be completed at the Applicant’s sole expense include, but will not be limited to:
 - i. Permits for the installation of all drywells.
 - ii. Metal collars for the meter vault lids on any and all meter vaults located in asphalt or concrete.
 - iii. The complete removal and replacement of all paving adjacent to the development where street cuts (for the subdivision construction and installation of utility services) exceed 25% of the street area.
- d) Drainage facilities, grading, driveways, and utility easements shall be reviewed and approved by the City Engineer prior to Final Plat approval.

- e) Connection details to the municipal water and wastewater system shall be approved by the Water and Wastewater Division prior to Final Plat approval.
- f) The Applicant shall dedicate the parking access lane easement. Such dedication shall be noted as a plat note within the Panorama Point Subdivision Plat.
- g) The Applicant shall address the maintenance of utilities, shared outdoor space, and the parking access lane within the subdivision's CC&R's.
- h) The Applicant shall provide a minimum of two (2) onsite parking spaces per single-family cottage unit.
- i) All improvements within the public right-of-way shall be completed and accepted, or surety provided pursuant to Subsections 16.03.030(I) and 16.05.090(B) of the Hailey Municipal Code, prior to recordation of the Final Plat.
- j) The Applicant shall repair and/or install new sidewalks if the existing sidewalks are damaged during the construction process.
- k) The area designated for snow storage shall be equal to or greater than 25% of the vehicular and pedestrian circulation areas in the subdivision.
- l) The Final Plat must be submitted within two (2) calendar years from the date of approval of the Preliminary Plat, unless otherwise allowed for within a phasing agreement.
- m) Any application and/or subdivision inspection fees due shall be paid prior to recording the Final Plat.

Motion Language:

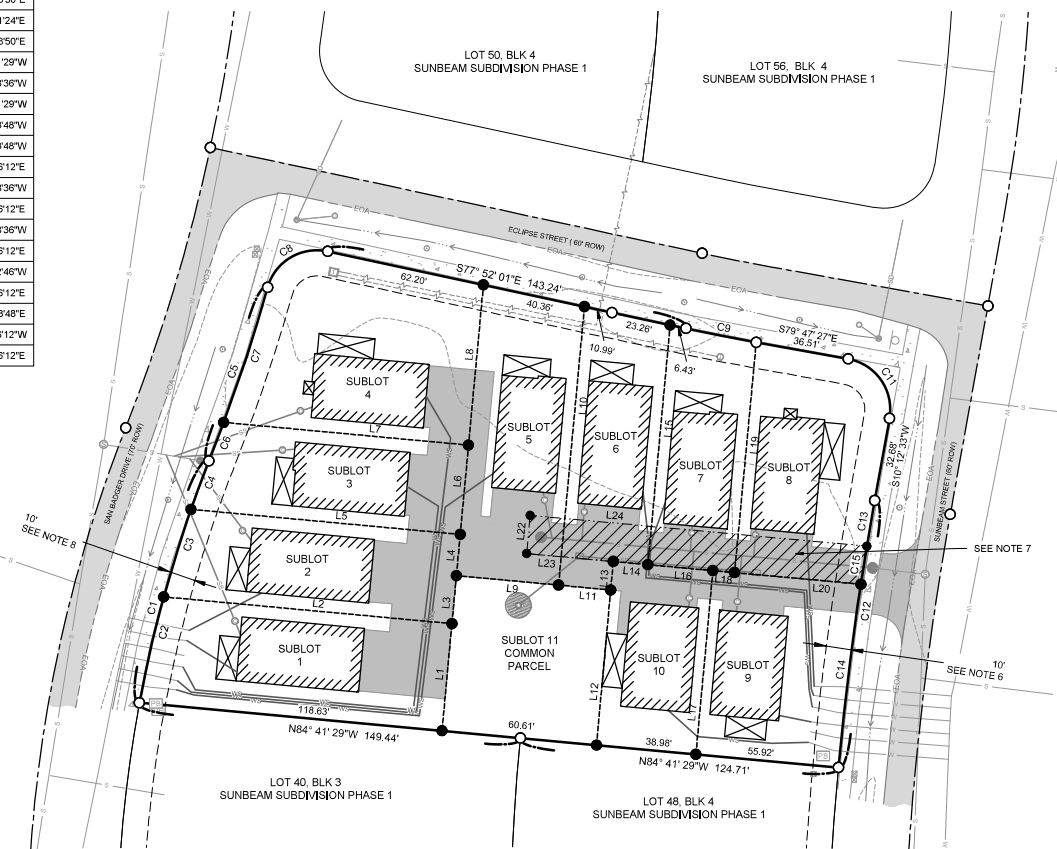
Approval: Motion to approve a Preliminary Plat Application by Pilling Family Trust, wherein two (2) cottage lots in Sunbeam Subdivision Phase I (SUNBEAM SUBDIVISION PHASE 1 LOT 41 BLK 3, SUNBEAM SUBDIVISION PHASE 1 LOT 49 BLK 3) are subdivided into ten (10) sublots for single-family cottage units, finding that the application meets all City Standards, and that Conditions (a) through (m) are met.

Denial: Motion to deny a Preliminary Plat Application by Pilling Family Trust, wherein two (2) cottage lots in Sunbeam Subdivision Phase I (SUNBEAM SUBDIVISION PHASE 1 LOT 41 BLK 3, SUNBEAM SUBDIVISION PHASE 1 LOT 49 BLK 3) are subdivided into ten (10) sublots for single-family cottage units, finding that _____ [Council should cite which standards are not met and provide the reason why each identified standard is not met].

Continuation: Motion to continue the public hearing to _____ [the Council should specify a date].

A PRELIMINARY PLAT SHOWING
PANORAMA POINT SUBDIVISION
 WHEREIN LOTS 41 & 49, SUNBEAM SUBDIVISION, PHASE 1 ARE SUBDIVIDED INTO COTTAGE SUBLOTS AS SHOWN
 LOCATED WITHIN SECTION 10, T.2N., R.18 E., B.M., CITY OF HAILEY, BLAINE COUNTY, IDAHO
 JULY 2023

Line Table		
Line #	Length	Direction
L1	42.00'	N05°18'50"E
L2	113.03'	S84°41'24"E
L3	16.60'	N05°18'50"E
L4	18.00'	N05°18'50"E
L5	105.62'	S84°41'24"E
L6	35.00'	N05°18'50"E
L7	96.06'	S84°41'24"E
L8	62.86'	N05°18'50"E
L9	40.09'	N84°41'29"W
L10	109.23'	S05°18'36"W
L11	20.44'	N84°41'29"W
L12	58.00'	S05°13'48"W
L13	13.99'	S05°13'48"W
L14	13.58'	S84°46'12"E
L15	93.99'	S05°18'36"W
L16	25.50'	S84°46'12"E
L17	72.04'	S05°18'36"W
L18	6.50'	S84°46'12"E
L19	90.33'	S05°22'46"W
L20	49.54'	S84°46'12"E
L22	15.00'	N05°13'48"E
L23	33.87'	N84°46'12"W
L24	132.08'	S84°46'12"E



LEGEND

- Property Boundary
- - - Proposed Sublot Line
- - - Adjoiner's Lot Line
- - - Centerline of Right of Way
- - - Existing Easement, Type and Width as Shown
- ▨ Proposed Easement, Type and Width as Shown
- Found 5/8" Rebar, PLS 16670
- Set 5/8" Rebar
- Set 1/2" Rebar
- Deciduous Tree
- ▨ Proposed Building
- ▨ Existing Asphalt Pavement
- ▨ Proposed Asphalt Pavement
- ▨ Concrete
- - - 1' Contour Interval
- ~ Flow Line
- Existing Sewer Main
- Existing Sewer Manhole
- Proposed Sewer Manhole
- Proposed Cleanout
- Proposed Sewer Service
- Proposed Water Service
- Proposed Buried Power Line
- Proposed Transformer
- Proposed Power Junction Box
- Water Main
- Storm Drain
- Catch Basin
- Drywell
- Irrigation Valve Box
- Power Box
- Phone Box
- Sign

SURVEY NARRATIVE & NOTES

- Boundary information is based on Found Monumentation and the recorded plat of Sunbeam Subdivision, Phase 1, Instrument Number 682301, records of Blaine County, Idaho.
- Underground utility locations are based on subdivision design drawings, above ground appurtenances and utilities visible at the time of the survey. Utilities should be located prior to any excavation.
- A Title Commitment has been issued by Stewart Title Guaranty Company, Commitment Number 2124346, with a commitment date of 07/01/2021. Certain information contained in said title policy may not appear on this map or may affect items shown hereon. It is the responsibility of the owner or agent to review said title policy. Some of the encumbrances and easements listed in the title report are NOT plattable hereon. Review of specific documents is required, if further information is desired.
- All cottage unit owners shall have mutual reciprocal easements for access, as well as existing and future public and private utilities including, but not limited to: water, sewer, drainage, cable tv, telephone, natural gas and electrical lines over, under and across their sublots for the repair, maintenance and replacement of those services.
- Refer to the original plat and declaration of covenants, conditions and restrictions of Sunbeam Subdivision, Phase 1, recorded as Instrument numbers 682301 & 682300, for conditions and/or restrictions regarding this property.
- 10' Public Utility and Snow Storage Easement per Sunbeam Subdivision Phase 1, recorded as Instrument Number 682301.
- 15' wide Public Utility Easement to benefit the City of Hailey for the maintenance and repair of sanitary sewer main.
- Zoning "LR-1"
- All new utilities shall be placed underground.
- The Declaration of Conditions, Covenants, and Restrictions has been recorded in Blaine County as Instrument Number _____.

SCALE: 1" = 30'

HEALTH CERTIFICATE: Sanitary restrictions as required by Idaho Code Title 50, Ch. 13, have been satisfied. Sanitary restrictions may be reimposed in accordance with Idaho Code Title 50, Ch. 13, Sec. 50-1326, by issuance of a Certificate of Disapproval.

Date _____ South Central Public Health District

Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C1	98.41'	515.00'	10°56'53"	S16° 01' 51"W	98.26'
C2	42.39'	515.00'	4°42'57"	S12° 54' 53"W	42.38'
C3	35.78'	515.00'	3°58'52"	S17° 15' 47"W	35.78'
C4	20.24'	515.00'	2°15'05"	S20° 22' 45"W	20.23'
C5	71.51'	735.00'	5°34'29"	N18° 43' 03"E	71.49'
C6	16.05'	735.00'	1°15'04"	N20° 52' 46"E	16.05'
C7	55.46'	735.00'	4°19'25"	N18° 05' 31"E	55.45'

Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C8	30.09'	20.00'	88°12'10"	S59° 01' 54"W	27.33'
C9	27.87'	830.00'	1°55'26"	S78° 49' 44"E	27.87'
C11	31.42'	20.00'	90°00'00"	N34° 47' 27"W	28.28'
C12	105.20'	1230.00'	4°54'02"	S71° 45' 32"W	105.17'
C13	18.00'	1230.00'	0°50'19"	S9° 47' 23"W	18.00'
C14	72.16'	1230.00'	3°21'41"	S6° 59' 22"W	72.15'
C15	15.03'	1230.00'	0°42'01"	S9° 01' 13"W	15.03'

Area Table - Sublots		
Sublot #	Area (SF)	Area (Acres)
1	4,877	0.11
2	3,834	0.09
3	3,532	0.08
4	5,894	0.14
5	4,588	0.11
6	3,551	0.08
7	3,135	0.07
8	4,564	0.10
9	4,082	0.09
10	2,811	0.06
11	3,513	0.08
Total	44,375	1.02



ROBERT O. BREIER, P.L.S. 20893

PANORAMA POINT SUBDIVISION
 GALENA-BENCHMARK
 ENGINEERING,
 KETCHUM, IDAHO

SHEET 1 OF 2
 Job No. 23065

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 9-11-2023 **DEPARTMENT:** CDD **DEPT. HEAD SIGNATURE:** LH

SUBJECT: Public Hearing and motion to approve Resolution 2023-___, a resolution adopting a Comprehensive Municipal Fee schedule including Water and Wastewater Fees to become effective October 1, 2023, with some proposed rates increasing 5% and higher.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

General Municipal Fees

The Council conducted a public hearing on a Municipal Fee Schedule on August 14, 2023. Fee increases are proposed in line with inflation and with staff consideration of fees in neighboring cities. Staff recommends as a best practice that this fee schedule be re-examined annually as part of the budgeting process, and that fees be modified up or down depending on inflationary factors and other matters. (Fees have been examined through the years by city administration and city departments, and fees have been modified up and down based on various factors such as inflation or the economy.) The proposed fee schedule is recommended by staff to become effective October 1, 2023, which is the effective date of the FY 24 budget.

Water/Wastewater Fees

The Water and Wastewater budgets include the User Fund and the Replacement fund. Water service is paid for by user fees. Each year, the City re-visits user fees and connection fees for both wastewater and potable water and proposes changes if needed to bring in sufficient revenue to support the proposed budgets. Operational cost increases also affect these fees.

Public Notice

When fees are increased outside of the municipal budget cycle by more than 5% a public hearing must be held after it has been noticed twice, unless the fee increase is proposed during the annual budget cycle, in which case the notice is included in the budget notice. This year’s budget notice included the notice of fee increase greater than 5%.

Connection Fees

Connection fees are calculated based on the value of the system infrastructure divided by the system capacity. Typically, the infrastructure appreciates somewhat each year, and the City also continues to expand or improve the system or pay down system debt. Because of this, connection fees usually increase each year. Connection fee calculations are shown on the attached exhibits and the following increases for a standard ¾” equivalent service is proposed:

Division	Current	Proposed	Cost Increase
Wastewater	\$3,603	\$3,738	\$135
Potable Water	\$5,360	\$5,591	\$231

Wastewater User Fees

The Wastewater User fee is intended to cover all costs for the operation and maintenance of the municipal system. The fee is based on the amount of potable water used by a property between the months of November and March, with greater potable water demand resulting in a proportionately higher Wastewater user fee. Costs of operation have increased. Additionally, in order to maintain “bond compliance”, user fee revenues must exceed non-capital expenditures by 25%. Current wastewater fees

are \$12.97 for each 1,000 gallon above 6,000 gallons¹. The following is proposed to be applied across the existing rate table:

Fee	Current	Proposed	Cost Increase
Wastewater User Fee	\$12.97	\$15.56	\$2.59

For an average user of 6,000 gal/month the existing Wastewater user fee of \$79.39 will increase to \$100.60 per month. This new rate includes the additional Wastewater Bond fee discussed below.

Wastewater Bond Fees

The 2014 Bond Repayment Fee for the existing Biosolids infrastructure has, since 2014, been included within the Wastewater User Fee. Going forward Staff recommends, as a best practice, to identify the new 2023 Aging Infrastructure Headworks Bond fee as a separate line on user bills. However, no change is proposed at the current time.

The new Headworks Bond Repayment Fee is proposed to be added to the bill as a new line item:

Fee	Current	Proposed	Cost Increase
2023 Headworks Bond Fee	\$0.00	\$7.21	\$7.21

Water User Fees

The Water User fees are intended to cover all costs for the operation and maintenance of the municipal system. These fees are primarily made up of 3 components:

- 1) Base Water Fee. The base water fee is intended to cover the fixed costs of the operation, maintenance and expansion of the municipal water system generally attributable to indoor potable water usage, which shall be twenty five percent (25%) of the water department budget. Generally speaking, as the budget increases this fee should increase, but it is typically offset by additional users adding to the system.

	Current	Proposed	Cost Increase
Base Water Fee	\$8.56	\$9.22	\$0.66

- 2) Metered Water Fee. The metered water fee is intended to cover the variable costs of the operation, maintenance, and expansion of the municipal water system, generally attributable to outdoor irrigation water usage, which shall be seventy five percent (75%) of the water department budget. Most of our municipal water use occurs during the summer. The City charges for water usage each month. Your water meter counts the gallons used, and the City charges for the amount of water used since the last meter read. Usage is rounded down, not up, to the nearest 1,000 for billing. If you used 1,001 or 1,999 gallons of water in a month, your bill would be for 1,000 gallons.

Metered Rate Categories

Our rate categories follow a very steep curve. The lowest water users (under 10,000 gallons per month) pay \$0.51 per gallon. The highest users currently pay significantly more at \$6.65 per gallon.

¹ 0-6,000 gallons are billed at a slightly higher amount to simplify the cost of bond(s).

Any reduction in system use via water conservation methods, conversion of existing potable water demand to other water sources (surface/ground), higher precipitation years resulting in less irrigation demand, or reduction in other metered user fees will cause this fee to increase during the next assessment. The following increase is proposed to be applied across the existing rate table:

Proposed Metered Rate Table		Prior Year Rate	Metered \$ Difference
Gallons Used	\$/1,000 gallons		
1,000-10,000	\$ 0.51	\$ 0.51	\$ -
11,000-20,000	\$ 1.03	\$ 1.03	\$ -
21,000-30,000	\$ 1.56	\$ 1.56	\$ -
31,000-40,000	\$ 2.22	\$ 2.11	\$ 0.11
41,000-50,000	\$ 2.86	\$ 2.67	\$ 0.19
51,000-60,000	\$ 3.54	\$ 3.24	\$ 0.29
61,000-70,000	\$ 4.22	\$ 3.80	\$ 0.42
71,000-80,000	\$ 4.84	\$ 4.36	\$ 0.48
81,000-90,000	\$ 5.48	\$ 4.93	\$ 0.54
91,000-100,000	\$ 6.10	\$ 5.50	\$ 0.60
101,000-150,000	\$ 6.73	\$ 6.07	\$ 0.67
151,000 & above	\$ 7.38	\$ 6.65	\$ 0.73

- 3) Bond Payment Fee. The monthly bond payment is intended to cover the cost of bond and note retirement costs which are the legal indebtedness the city is obligated to retire on a set schedule. The bond rate is decreasing due to decreased debt, and an increase in users, which spreads the remaining debt over the increased user base.

	Current	Proposed	\$ Increase/ Decrease
Water Bond Fee	\$3.07	\$2.92	\$-.10

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:
 .

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

 --
RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Conduct a public hearing on proposed Municipal Fee schedule, including proposed water and wastewater fee increases.

"I move to approve Resolution 2023- __, a resolution adopting a Comprehensive Municipal Fee schedule including Water and Wastewater Fees to become effective October 1, 2023, with some proposed rates increasing 5% and higher, and authorize the Mayor to sign."

ACTION OF THE CITY COUNCIL:

Date _____
City Clerk _____

FOLLOW-UP:

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

CITY OF HAILEY
RESOLUTION NO. 2023 - _____

RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY ADOPTING A COMPREHENSIVE SCHEDULE SETTING MUNICIPAL FEES, WATER AND WASTEWATER FEES, INCLUDING CONNECTION FEES AS SHOWN, HAVING CONDUCTED PUBLIC HEARINGS, AND FOLLOWING THE PUBLIC NOTICE PROCEDURE REQUIRED BY IDAHO CODE SECTION 63-1311A AS REQUIRED WHEN APPROVING FEES INCREASES IN EXCESS OF FIVE PERCENT (5%), EFFECTIVE COMMENCING OCTOBER 1, 2023, ALL AS SHOWN ON THE ATTACHED “EXHIBIT A” COMPREHENSIVE SCHEDULE AND SCHEDULE OF WATER AND WASTEWATER FEES

WHEREAS, City of Hailey staff recently undertook a comprehensive review of all City Fees, and as part therefore assessed the reasonableness of all such fees to the public and city, and

WHEREAS, the City of Hailey has provided public notice of intent to make a decision on proposed fee increases in excess of five percent (5%) of the amount of fees last collected prior to making the herein resolved decision to so approve,

WHEREAS, and finding that the proposed approval of said fee increases will serve the public interest.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY THAT IT APPROVES AND ADOPTS A COMPREHENSIVE SCHEDULE SETTING MUNICIPAL FEES, WATER AND WASTEWATER FEES, INCLUDING CONNECTION FEES, HAVING CONDUCTED PUBLIC HEARINGS, AND FOLLOWING THE PUBLIC NOTICE PROCEDURE REQUIRED BY IDAHO CODE SECTION 63-1311A AS REQUIRED WHEN APPROVING FEES INCREASES IN EXCESS OF FIVE PERCENT (5%), ALL EFFECTIVE COMMENCING OCTOBER 1, 2023, AND ALL AS SHOWN ON THE ATTACHED “EXHIBIT A” COMPREHENSIVE SCHEDULE AND SCHEDULE OF WATER AND WASTEWATER FEES, AND CONNECTION FEES, AS SHOWN.

Passed this 11th day of September, 2023.

City of Hailey

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk

“Exhibit A”

Application Name	Fee Description	FY 2022 Fee Amt	Percentage Increase	Rate Difference	Proposed Rate
Zoning & Subdivision					
Hourly Staff Rates	See Administrative Fee Schedule				
Administrative Design Review for Accessory Dwelling Units (ADUs)		\$150.00	83%	\$125.00	\$275.00
	Mailing per address + current postage	\$0.15			No Change
Annexation Application	Application fee	\$1,250.00	8%	\$100.00	\$1,350.00
	Application fee per developable acre	\$15.00	33%	\$5.00	\$20.00
	Publication (\$50 x 3)	\$50.00			No Change
	Onsite posting (\$36 x 3)	\$36.00			No Change
	Mailing per address + current postage	\$0.15			No Change
Appeal Application	Application fee	\$500.00	5%	\$25.00	\$525.00
	Publication	\$50.00			No Change
	Mailing per address + current postage	\$0.15			No Change
	Transcript costs (if required)	TBD			
Bonds	Bond Setup Fee: \$100,000 and more	New Proposed Fee			\$200 + (0.005 x Bond Amt)
	Bond Setup Fee: \$100,000 and less	New Proposed Fee			\$100 + (0.005 x Bond Amt)
	Bond Extension: \$100,001 and more	New Proposed Fee			\$200 + (0.005 x Bond Amt)
	Bond Extension: \$100,000 and less	New Proposed Fee			\$100 + (0.005 x Bond Amt)
	Bond Release: \$100,000 and more	New Proposed Fee			\$200 + (0.005 x Bond Amt)
	Bond Release: \$100,000 or less	New Proposed Fee			\$100 + (0.005 x Bond Amt)

Comprehensive Plan Amendment		\$750.00	7%	\$50.00	\$800.00
	Publication cost	\$50.00			No Change
	Mailing per address + current postage	\$0.15			No Change
Conditional Use Permit	Permit fee	\$550.00	5%	\$30.00	\$580.00
	Child Care Conditional Use Permit	\$50.00	20%	\$10.00	\$60.00
	Publication cost	\$50.00			No Change
	Onsite posting	\$36.00			No Change
	Mailing per address + current postage	\$0.15			No Change
Design Review Application					
	Preapplication Design Review	\$250.00	20%	\$50.00	\$300.00
	Design Review: Commercial or Mixed-Use	\$1000 + \$50/1,000 gross sq. ft.	\$1200 (20%) + \$60 (20%)	\$200.00 + \$10/1000 sq. ft.	\$1200.00 + \$60/1000 sq. ft.
	Design Review: Multi-Family	\$500 for first unit + \$100/additional unit	\$525 (5%) + \$105 (5%)	\$25 for first unit + \$5.00/additional	\$525.00 + \$105.00
	Single-Family Dwelling or Duplex in Townsite	\$250.00	20%	\$50.00	\$300.00
	Design Review: Accessory Structure (excluding Single Family Dwellings, ADUs and Duplexes in Townsite Overlay)	\$250.00	10%	\$25.00	\$275.00
	Retainer (dependant on complexity of project)	\$250, \$500 or \$1,000			No Change
	Design Review: Modifications to Projects that have received Design Review Approval (determined by Administrator to be minor)	\$100.00	25%	\$25.00	\$125.00
	Design Review: Recommendation for Exemption	\$75.00	33%	\$25.00	\$100.00
	Publication	\$50.00			No Change
	Mailing per address + current postage	\$0.15			No Change
Development Agreement Application					

	Development Agreements	\$1,500 + Applicant shall pay all processing expenses that exceed \$1,500	5%	\$75.00 (+ Applicant pays all processing expenses that exceed \$75)	\$1575.00 (+ \$1575.00)
	Development Agreement Amendments	\$500.00	5%	\$25.00	\$525.00
	Publication (\$50 x 1)	\$50.00			No Change
	Mailing per address + current postage	\$0.15			No Change
Floodplain Hazard Development Permit (substantial impact)		\$400.00	13%	\$50.00	\$450.00
Floodplain Hazard Development Permit (no substantial impact)		\$75.00	33%	\$25.00	\$100.00
In-Lieu Parking Contribution	Contribution per parking space	\$9,975.00	100%	\$9,975.00	\$19,950.00
Miscellaneous Applications	Application Fee	\$55.00	82%	\$45.00	\$100.00
	Publication cost	\$50.00			
	Mailing per address + current postage	\$0.15			
Planned Unit Development (PUD) Application		\$500.00	20%	\$100.00	\$600.00
	Additional fee per hour for services rendered by City Attorney (development agreement)	\$125.00	40%	\$50.00	\$175.00
	Publication (\$50 x 2)	\$50.00			No Change
	Mailing per address + current postage	\$0.15			No Change
	Onsite posting (\$36 x 2)	\$36.00			No Change
Vacation (Right of Way and Plat)	Application	\$550.00	20%	\$110.00	\$660.00
	Publication Costs (\$50. x 2)	\$50.00			No Change
	Mailing per address + current postage + current certified mail rate	\$0.15			No Change
Subdivision Application: Preliminary Plat	Regular Plat	\$1,250.00	6%	\$75.00	\$1,325.00

	Regular Plat + fee per cost/lot, sub-lot, or unit	\$55.00	9%	\$5.00	\$60.00
	Short Plat + fee per cost/lot, sub-lot, or unit	\$300/lot, subplot, unit; not to exceed \$1,200	\$350 (16.66%); \$1400 (16.66%)	\$50/lot, subplot, unit; not to exceed \$200	\$350.00/lot not to exceed \$1400.00
	Lot Line Adjustment: combining lots into 1 lot	\$75.00	33%	\$25.00	\$100.00
	Lot Line Adjustment: all other alteratations	\$400.00	13%	\$50.00	\$450.00
	Publication: regular plat (\$50 x 4)	\$50.00			No Change
	Publication: short plat (\$50 x 2)	\$50.00			No Change
	Publication: lot line adjustment	\$50.00			No Change
	Mailing per address + current postage	\$0.15			No Change
Subdivision Application: Final Plat	Final Plat fee	\$400.00	10%	\$40.00	\$440.00
	Final Plat fee per lot, sub-lot, or unit	\$25.00	20%	\$5.00	\$30.00
	Development agreement attorney fee per hour	See Admistrative Fee Schedule			
	Mailing per address + current postage	\$0.15			No Change
	Publication Regular Plat	\$50.00			No Change
	Publication Short Plat	\$50.00			No Change
Subdivision Preliminary/Final Plat Extension	New Proposed Fee			\$250.00	\$250.00
Subdivision or Zoning Ordinance Text Amendment		\$750.00	7%	\$50.00	\$800.00
	Mailing per address + current postage	\$0.15			No Change
	Publication	\$50.00			No Change
Variance	Application with Development Agreement	\$500.00	10%	\$50.00	\$550.00
	Application w/o Development Agreement	\$350.00	10%	\$35.00	\$385.00
	Publication Cost	\$50.00			No Change
	Mailing per address + current postage	\$0.15			No Change

Wireless Permit Application					
	Wireless Annual Renewal	\$60.00	25%	\$15.00	\$75.00
	Wireless Conditional Use Permit	\$600.00	5%	\$30.00	\$630.00
	Wireless Master Development Plan	\$250.00	10%	\$25.00	\$275.00
	Wireless Permit (mail notice only)	\$350.00	10%	\$35.00	\$385.00
	Wireless Conditional Use Permit (mail & publish notice)	\$600.00	5%	\$30.00	\$630.00
	Publication (\$50 x 1)	\$50.00			No Change
	Mailing per address + current postage	\$0.15			No Change
	Onsite posting (\$36 x 1)	\$36.00			No Change
Zone Change Application	Application (without Development Agreement)	\$750.00	7%	\$50.00	\$800.00
	Application (with Development Agreement)	\$1,500.00	7%	\$100.00	\$1,600.00
	Additional fee per hour for services rendered by City Attorney	See Administrative Fee Schedule			
	Publication Cost (\$50 x 2)	\$50.00			No Change
	Onsite Posting Property (\$36. ea x 4 x2)	\$36.00			No Change
	Mailing per address + current postage	\$0.15			No Change
Building					
Hourly Staff Rates	See Administrative Fee Schedule				
Alternative Energy Permit	Application Fee	\$75 + 65% of fee for DBS	33%	\$25 + 65% Plan Review	\$100 + 65% Plan Review
	Base Permit Fee	\$75.00	33%	\$25.00	\$100.00
	Plan Review Fee	65% of Permit Fee			
Building Permit Extension	Extension Fee (180 Day Extension)	\$75.00	100%	\$75.00	\$150.00
Building Permit Fee: Table 1-A (Used to calculate base permit fee)	Total Valuation \$1 to \$500	\$25.80	3%	\$0.77	\$26.57

Total Valuation \$501 to \$2000	\$25.80 for the first \$500 + \$3.00 for each additional \$100, or fraction thereof, to and including \$2000.	3%	\$0.77 + \$0.09	\$26.57 + \$3.09
Total Valuation \$2001 to \$25,000	\$91.41 for the first \$2,000 + \$16.80 for each additional \$1,000, or fraction thereof, to and including \$25,000.	3%	\$27.42 + 0.50	\$118.83 + \$17.30
Total Valuation \$25,001 to \$50,000	\$517.12 for the first \$25,000 + \$12 for each additional \$1,000, or fraction thereof, to and including \$50,000.	3%	\$15.51 + 0.36	\$532.63 + \$12.36
Total Valuation \$50,001 to \$100,000	\$849.76 for the first \$50,000 + \$8.40 for each additional \$1,000, or fraction thereof, to and including \$100,000.	3%	\$25.49 + 0.24	\$875.25 + \$8.64
Total Valuation \$100,001 to \$500,000	\$1,311.76 for the first \$100,000 + \$6.60 for each additional \$1,000, or fraction thereof, to and including \$500,000.	3%	\$39.35 + 0.20	\$1351.11 + \$6.80
Total Valuation \$500,001 to \$1,000,000	\$4,268.56 for the first \$500,000 + \$5.70 for each additional \$1,000, or fraction thereof, to and including \$1,000,000.	3%	\$128.06 + 0.17	\$4396.62 + \$5.87

	Total Valuation \$1,000,001 and up	\$7,403.23 for the first \$1,000,000 + \$4.20 for each additional \$1,000, or fraction thereof.	3%	\$222.10 + 0.13	\$7625.33 + \$4.33
Demolition		\$125.00	20%	\$25.00	\$150.00
Fence Permit		\$50.00	50%	\$25.00	\$75.00
Historic Demolition Permit	Base Permit fee	\$125.00	20%	\$25.00	\$150.00
	Publication Costs	\$50.00			No Change
	Onsite Posting (\$36 x 2)	\$9.00	300%	\$27.00	\$36.00
Other Fees	Third Party Plan Review	Actual Costs and will be deducted from the plan review fee calculated above.			No Change
	180 Day Permit Extension (must be paid for 30 days prior to permit extension.)	\$75.00	100%	\$75.00	\$150.00
	Application Fee Deposit	\$500 for new construction and projects exceeding \$60,000 in estimated costs of construction.			No Change
	Deferred Submittals	Up to 100% of the original Plan Review Fee.			No Change
Plan Check Fees	Plan Check Fees	65% of Permit Fee			No Change
	Fire Dept Plan Review Fee	35% of Plan Check Fee	5%	5%	40%
	Planning Review Fee	25% of Plan Check Fee	5%	5%	30%
Re-Roof Permit	Base Permit Fee (based on estimated total valuation- Table 1A)			Fees based on Cost of Construction	Fees based on Cost of Construction
Temporary Certificate of Occupancy	Commercial + nonrefundable	\$500.00	10%	\$50.00	\$550.00
	Residential + nonrefundable	\$200.00	13%	\$25.00	\$225.00
Temporary Occupancy Permit for RV		\$0.00			\$0.00

Business					
Hourly Staff Rates	See Administrative Fee Schedule				
Alcohol Beverage License Application <i>(Alcohol fees are restricted by State)</i>	Liquor	\$562.50			No Change
	Wine by the Drink	\$200.00			No Change
	Beer by the Drink	\$200.00			No Change
	Grocery Sale of Wine	\$200.00			No Change
	Grocery Sale of Beer	\$50.00			No Change
	Beverage Catering Permit fee/day	\$20.00			No Change
Business Licenses	New Business License Application	\$125.00	20%	\$25.00	\$150.00
	Business License Annual Renewal	\$50.00	50%	\$25.00	\$75.00
	New Business License Daycare (2 years)	\$200.00	0%	\$0.00	\$200.00
	Business License Daycare Bi-Annual Renewal	\$100.00	10%	\$10.00	\$110.00
	New Business License Taxi	\$250.00	20%	\$50.00	\$300.00
	Business License Taxi Annual Renewal	\$250.00	20%	\$50.00	\$300.00
	Taxi Driver's License Fingerprinting fee	\$34.00			No Change
	Municipal Non-Property Sales Tax Permit Application (Local Option Tax)	\$0.00			\$0.00
	Late Penalty	\$10.00	100%	\$10.00	\$20.00
Signs	Permanent Sign Permit Application	\$75.00	33%	\$25.00	\$100.00
	Portable Sign Permit Application	\$30.00	67%	\$20.00	\$50.00
	Portable Sign: Renewal	\$20.00	25%	\$5.00	\$25.00
Town Center West					
Applicant: Class A, Library or City	Activities hosted by the library, City & auxiliary committees or entities. Rate per hour/day.	\$0.00			\$0.00
Applicant: Class B, Hailey entity or non-profit	Free activities open to the general public. Rate per hour/day.	\$0.00			\$0.00

Applicant: Class C, Non-Hailey resident or entity	Free activities open to the general public (library partners exempt). Rate per hour.	\$30.00			\$30.00
Applicant: Class D, Private or for-profit	Activities closed to the general public. Parties, social events, or for-non profit activities. Rate per hour.	New Proposed Fee			\$50.00
Applicant: Class E, Private or for-profit	Activities closed to the general public. Private parties, social events, or for-profit activities. Day Rate, 14 hours max.	New Proposed Fee			\$600.00
Applicant: Class F, Private or for-profit	Activities closed to the general public. Private parties, social events, or for-profit activities. Half Day Rate, 7 hours max.	New Proposed Fee			\$300.00
Applicant Class D, E, F, Private or for-profit	Non-refundable Cleaning Fee, for groups over 50 persons	New Proposed Fee			\$300.00
	Refundable Cleaning Deposit (groups over 50 persons)	New Proposed Fee			\$500.00
	Non-Refundable Trash Collection Fee (groups over 50 persons)	New Proposed Fee			\$25.00
Library					
Library Non-Resident Membership	1-year non-resident family membership	\$68.00	To be revised contingent on Library Board approval		
	6-month non-resident family membership	34.00			
	3-month non-resident family membership	17.00			
	1-year Senior Non-Resident (individuals age 60 or older)	21.00			
Park, Banner, & Special Events					
Hourly Staff Rates	See Administrative Fee Schedule				
Amplified Sound Permit	2+ visits by police enforcement to event	\$25.00	20%	\$5.00	\$30.00
Banner Display	Over the Road Banner	\$100.00	5%	\$5.00	\$105.00

	Pole Banner (6 minimum), \$/banner	\$25.00	20%	\$5.00	\$30.00
Park Reservation	Daily Pavilion: 1-24 persons	\$50.00	10%	\$5.00	\$55.00
	Daily Pavilion: 25-99 persons	\$100.00	5%	\$5.00	\$105.00
	Daily Pavilion: 100-249 persons	\$150.00	7%	\$10.00	\$160.00
	Daily Sports Field Rental: 1-24 persons	\$100.00	5%	\$5.00	\$105.00
	Daily Sports Field Rental: 25-99 persons	\$150.00	7%	\$10.00	\$160.00
	Daily Sports Field Rental: 100-249 persons	\$200.00	5%	\$10.00	\$210.00
	Daily Sports Field Rental:,1-24 persons	\$50.00	10%	\$5.00	\$55.00
	Daily Non-field Sports Field Rental, 25-99 persons	\$100.00	5%	\$5.00	\$105.00
	Daily Sports Field Rental: 100-249 persons	\$150.00	7%	\$10.00	\$160.00
	Seasonal Sports Field Rental (<i>Keefers choose north or south field</i>)	\$300.00	5%	\$15.00	\$315.00
	Seasonal Non-field Sport Rental	\$150.00	7%	\$10.00	\$160.00
	Reservation change or cancellation			\$15.00	\$15.00
	6% Tax				
Special Event Permit	Application	\$125.00	8%	\$10.00	\$135.00
	Per Day Park Rental Fee	\$300.00	5%	\$15.00	\$315.00
	Street Closure For Special Event				\$250.00
	Parks Cleaning Fee: see Administrative Fee Schedule	Minimum 1-hour Staff Rate, or total hours or per direct expense			
	6% tax				
Public Works					
Hourly Staff Rates	See Administrative Fee Schedule				
Commercial Encroachment Permit	Application (non refundable)	\$75.00	7%	\$5.00	\$80.00
	Drywell (Shallow Injection Well Inventory Form) Application	\$75.00	7%	\$5.00	\$80.00
	Commercial/Multifamily: Monthly fee for temporary construction staging.	New Proposed Fee			\$0.50/sq. ft./month
	Inspection: Driveway/Sidewalk	\$150.00	7%	\$10.00	\$160.00

	Inspection: Drywell (private property)	\$50.00	10%	\$5.00	\$55.00
	Inspection: Drywell (public property)	\$100.00	5%	\$5.00	\$105.00
	Inspection: Landscaping	\$100.00	5%	\$5.00	\$105.00
	Inspection: Utility Crossing	\$100.00	5%	\$5.00	\$105.00
	Inspection: Street Boring	\$100.00	5%	\$5.00	\$105.00
Residential Encroachment Permit	Application Fee (non refundable)	\$50.00	10%	\$5.00	\$55.00
	Drywell (Shallow Injection Well Inventory Form) Application	\$75.00	7%	\$5.00	\$80.00
	Residential: Monthly fee for temporary construction staging.	New Proposed Fee			\$0.25/sq. ft./month
	Inspection: Driveway/Sidewalk	\$100.00	5%	\$5.00	\$105.00
	Inspection: Drywell (private property)	\$50.00	10%	\$5.00	\$55.00
	Inspection: Drywell (public property)	\$100.00	5%	\$5.00	\$105.00
	Inspection: Landscaping	\$100.00	5%	\$5.00	\$105.00
	Inspection: Utility Crossing	\$100.00	5%	\$5.00	\$105.00
	Inspection: Street Boring	\$100.00	5%	\$5.00	\$105.00
Extra Inspections	Additional/ Repeat/ Other inspections per trip after the first inspection	New Proposed Fee			\$55.00
Equipment Rates	Fee for equipment rental. FEMA Schedule of Equipment Rates: https://www.fema.gov/assistance/public/tools-resources/schedule-equipment-rates	New Proposed Fee			Equal to the current published version of the "FEMA Schedule of Equipment Rates"
Water Connection	Inspection	\$50.00	10%	\$5.00	\$55.00
Wastewater Connection	Inspection	\$50.00	10%	\$5.00	\$55.00
Private Water System	Private Water System Inspection	\$100.00	5%	\$5.00	\$105.00
Private Wastewater System	Private Wastewater System Inspection	\$100.00	5%	\$5.00	\$105.00
Water Meter Vault Lid	Plus Hourly Labor Rates	New Proposed Fee			\$145.00
Water Meter Vault Collar	Plus Hourly Labor Rates	New Proposed Fee			\$362.00

Water Meter Antenna	Plus Hourly Labor Rates	New Proposed Fee			\$200.00
Utility (excluding water and wastewater usage and connection fees)					
Hourly Staff Rates	See Administrative Fee Schedule				
Owner & Tenant Utility Service Agreement	Authorization to bill utility service to tenant application fee	\$25.00	20%	\$5.00	\$30.00
Utility Payment Insufficient Funds	Insufficient Funds - IC §§ 28-22-105 and 28-22-106	\$20.00			
Shut-Off due to Non Water Payment	Total fee charged for interruption of services	\$75.00	7%	\$5.00	\$80.00
Commencement/ Discontinuance of Water Service (both owner requested and non-payment of service)	Reconnection fee	\$37.50	7%	\$2.50	\$40.00
	Disconnection fee	\$37.50	7%	\$2.50	\$40.00
	Wastewater Bond Payment fee for non-users	\$18.33	9%	\$1.67	\$20.00
	Water Bond payment for non-users	\$3.07	0%	\$0.00	\$3.07
	Water Bond payment for active or disconnected water service 13.04.130(A)(3)	\$3.07			
	Water Bond payment for active or disconnected water service 13.04.130(A)(3)	\$3.07			
	24 hour commencement fee waived for home inspections and plumbing repairs for property sales and foreclosures	\$0.00	0%	\$0.00	\$0.00
Utility Billing Late Fee	Late payment per Municipal Code 13.04.150(C)	\$2.00 + 12%	200%	\$2.00	\$4.00 + 12%
	Reduced water and wastewater user base fees - (circuit breaker)13.04.130(C)	Water - 40% of base rate and WW 50% of base charges above initial 1,000 charge			

	Property transfer fee - new owners	\$25.00	19%	\$5.00	\$30.00
	Discontinuance notice fee - winter shut off	\$0.00	100%	\$50.00	\$50.00
	Water conservation violation Discontinuance fee	\$50.00	10%	\$5.00	\$55.00
	Water conservation violation recommencement fee	\$50.00	10%	\$5.00	\$55.00
Water Fill Spout Use Permit	Weekly Permit + invoice for every 1,000 gallon usage	\$65.00	8%	\$5.00	\$70.00
	Annual Permit + monthly invoice for every 1,000 gallon usage	\$350.00	6%	\$20.00	\$370.00
Fire Department					
Fire Alarm Installation Permit	Re-Inspection Non-technical per hour	\$50.00	10%	\$5.00	\$55.00
	Re-Inspection Technical per hour	\$75.00	7%	\$5.00	\$80.00
Fire Prevention Inspection Report	Application	\$0.00			\$0.00
Fire Suppression System Permit	Application	\$0.00			\$0.00
Flammable & Combustible Storage Tank Permit	Installation of a permanent aboveground flammable or combustible liquid storage tank (5 years)	\$100.00	5%	\$5.00	\$105.00
Flammable & Combustible Storage Tank Permit	Installation of a belowground flammable or combustible liquid storage tank (5 years)	\$100.00	5%	\$5.00	\$105.00
	Installation of a Liquid Petroleum Gas (LPG) storage tank (125 gal capacity or greater) (5 years)	\$125.00	8%	\$10.00	\$135.00
	Installation of a Liquid Petroleum Gas (LPG) storage tank (125 gal capacity or greater) (1 year)	\$35.00	14%	\$5.00	\$40.00
Flammable & Combustible Storage Tank Permit	Operation of an aircraft-refueling vehicle (5 years)	\$100.00	5%	\$5.00	\$105.00

	Operation of a motor vehicle fuel dispensing station (5 years)	\$125.00	8%	\$10.00	\$135.00
	Operation of a vehicle repair garage (5 years)	\$125.00	8%	\$10.00	\$135.00
Safe and Sane Fireworks Permit Application	Permit Application Fee	\$100.00	5%	\$5.00	\$105.00
	Inspection Fee	\$50.00	10%	\$5.00	\$55.00
	Clean-up Bond	\$100.00	5%	\$5.00	\$105.00
Commercial Kitchen Grease Hood & Chemical Fire Suppression System Permit	Permit Fee/Hood	\$125.00	8%	\$10.00	\$135.00
Flammable & Combustible Liquid Spraying Operation Permit	Permit Fee (5 year permit)	\$125.00	8%	\$10.00	\$135.00
Large Membrane Permit, Canopy or Tents	Permit Fee (5 year permit)	\$125.00	8%	\$10.00	\$135.00
	Permit Fee (1 time permit)	\$35.00	14%	\$5.00	\$40.00
Police Facility Events					
Hourly Police Rates	See Administrative Fee Schedule				
Event Application		\$100.00	5%	\$5.00	\$105.00
	Security and Cleaning Deposit	\$500.00	5%	\$25.00	\$525.00
Standard Daily Rate	Standard Daily Fee (Weekdays 8am-5pm)	\$200.00	5%	\$10.00	\$210.00
	Standard Half-Day Fee (Weekdays 4hrs max)	\$150.00	7%	\$10.00	\$160.00
	Kitchen and/or Concessions	\$75.00	7%	\$5.00	\$80.00
	Local Option Tax Permit Application	\$0.00			\$0.00
	Amplified Sound Permit Application	\$0.00			\$0.00
Non-Profit Fees/Daily Rates	Event Application	\$50.00	10%	\$5.00	\$55.00
	Security and Cleaning Deposit	\$250.00	6%	\$15.00	\$265.00

	Standard Daily Fee (Weekdays 8am-5pm)	\$100.00	5%	\$5.00	\$105.00
	Standard Half-Day Fee (Weekdays 4hrs max)	\$75.00	7%	\$5.00	\$80.00
	Kitchen and/or Concessions	\$50.00	10%	\$5.00	\$55.00
	Local Option Tax Permit Application	\$0.00			\$0.00
	Amplified Sound Permit Application	\$0.00			\$0.00
Government Emergency Organization Daily Rates	Event Application	\$25.00	20%	\$5.00	\$30.00
	Security and Cleaning Deposit	\$150.00	7%	\$10.00	\$160.00
	Standard Daily Fee (Weekdays 8am-5pm)	\$75.00	7%	\$5.00	\$80.00
	Standard Half-Day Fee (Weekdays 4hrs max)	\$50.00	10%	\$5.00	\$55.00
	Kitchen and/or Concessions	\$25.00	20%	\$5.00	\$30.00
	Local Option Tax Permit Application	\$0.00			\$0.00
	Amplified Sound Permit Application	\$0.00			\$0.00
	<i>6% Sales Tax All daily facility rental fees are subject to 6% Idaho State Sales Tax</i>				
Hailey Arena					
Event Application		\$150.00	7%	\$10.00	\$160.00
	Security and Cleaning Deposit	\$1,000.00	5%	\$50.00	\$1,050.00
Standard Daily Rate	Rental - Setup Day	\$500.00	5%	\$25.00	\$525.00
	Rental - 1 Day Event	\$1,500.00	5%	\$75.00	\$1,575.00
	Rental - 2+ Day Event	\$1,250.00	5%	\$65.00	\$1,315.00
	Rental - Tear Down Day	\$500.00	5%	\$25.00	\$525.00
	Concession A	\$125.00	8%	\$10.00	\$135.00
	Concession B	\$125.00	8%	\$10.00	\$135.00
	Livestock/Animals	\$300.00	5%	\$15.00	\$315.00
	Exclusive Advertising Rights	\$250.00	6%	\$15.00	\$265.00
	Alcohol Beverage Catering Permit	\$20.00	25%	\$5.00	\$25.00
	Local Option Tax Permit	\$0.00			\$0.00
	Amplified Sound Permit	\$0.00			\$0.00
	Youth Event Rental	\$0.00			\$0.00

First-Time Event, <500 Attendees	Rental - Setup Day	\$500.00	5%	\$25.00	\$525.00
	Rental - 1 Day Event	\$750.00	5%	\$40.00	\$790.00
	Rental - 2+ Day Event	\$625.00	6%	\$35.00	\$660.00
	Rental - Tear Down Day	\$500.00	5%	\$25.00	\$525.00
	Concession A	\$125.00	8%	\$10.00	\$135.00
	Concession B	\$125.00	8%	\$10.00	\$135.00
	Livestock/Animals	\$300.00	5%	\$15.00	\$315.00
	Exclusive Advertising Rights	\$250.00	6%	\$15.00	\$265.00
	Alcohol Beverage Catering Permit	\$20.00	25%	\$5.00	\$25.00
	Local Option Tax Permit	\$0.00			\$0.00
	Amplified Sound Permit	\$0.00			\$0.00
	Youth Event Rental	\$0.00			\$0.00
Non-Profit Fees/Daily Rates	Rental - Setup Day	\$250.00	6%	\$15.00	\$265.00
	Rental - 1 Day Event	\$750.00	5%	\$40.00	\$790.00
	Rental - 2+ Day Event	\$625.00	6%	\$35.00	\$660.00
	Rental - Tear Down Day	\$250.00	6%	\$15.00	\$265.00
	Concession A	\$62.50	12%	\$7.50	\$70.00
	Concession B	\$62.50	12%	\$7.50	\$70.00
	Livestock/Animals	\$150.00	7%	\$10.00	\$160.00
	Exclusive Advertising Rights	\$125.00	8%	\$10.00	\$135.00
	Alcohol Beverage Catering Permit	\$20.00	25%	\$5.00	\$25.00
	Local Option Tax Permit	\$0.00			\$0.00
	Amplified Sound Permit	\$0.00			\$0.00
	Youth Event Rental	\$0.00			\$0.00
Clerk					
Hourly Staff Rates	See Administrative Fee Schedule				

Public Records Request	Pursuant to Idaho Code § 74-102(10)(a)&(b), Except for fees that are authorized or prescribed under other provisions of Idaho law, no fee shall be charged for the first two (2) hours of labor in responding to a request for public records, or for copying the first one hundred (100) pages of paper records that are requested. If the request meets the following criteria, actual labor and copying costs may be recovered if: -The request is for more than one hundred (100) pages of paper records; or -The request includes records from which nonpublic information must be deleted; or -The actual labor associated with responding to requests for public records in compliance with the provisions of chapter 74-102(10)(b), exceeds two (2) person hours.				
	8.5"x11" Single-sided, black and white	\$0.06			
	8.5"x11" Single-sided, color	\$0.25			
	8.5"x14" Single-sided, black and white	\$0.06			
	8.5"x14" Single-sided, color	\$0.30			
	8.5"x11" Double-sided, black and white	\$0.11			
	8.5"x14" Double-sided, black and white	\$0.11			
	11"x17" Single-sided, black and white	\$0.15			
	11"x17" Single-sided, color	\$0.45			
11"x17" Double-sided, black and white	\$0.20				
Dog Licenses	Sterilized dog	Fees established by Mountain Humane			
	Unsterilized dog				
	Sterilized dog, owned by senior citizen over 65 years old				
	Sterilized dog, owned by senior citizen over 65 years old				
Administrative Fee Schedule					
	NSF on Xpress Bill pay charges - pass through fee	\$0	100%	\$14	\$14
	Appeal (not related to Zoning or Subdivision)	\$0	100%	\$125	\$125
Labor Rate \$/hr	City Attorney	\$135.00	30%	\$40.00	\$175.00
	City Administrator / Engineer / Emergency Services Chiefs	\$60.00	42%	\$25.00	\$85.00
	City Clerk/Treasurer/Division Managers	\$50.00	30%	\$15.00	\$65.00
	Administrative Staff	\$30.00	33%	\$10.00	\$40.00

Police / Fire Crews	\$45.00	11%	\$5.00	\$50.00
Public Works and Dept. Staff	\$40.00	25%	\$10.00	\$50.00
Legal and Outside Consultants	New Proposed Fee			Direct Bill

Connection Fees

Connection Fees

Connection fees are calculated based on the value of the system infrastructure divided by the system capacity. Typically, the infrastructure appreciates somewhat each year, and the City also continues to expand or improve the system or pay down system debt. Because of this, connection fees usually increase each year. Connection fee calculations are shown on the attached exhibits and the following increases for a standard ¾" equivalent service is proposed:

Division	Current	Proposed	Cost Increase
Wastewater	\$3,603	\$3,738	\$135
Potable Water	\$5,360	\$5,591	\$231

Wastewater User Fees

The Wastewater User fee is intended to cover all costs for the operation and maintenance of the municipal system. The fee is based on the amount of potable water used by a property between the months of November and March, with greater potable water demand resulting in a proportionately higher Wastewater user fee. Costs of operation have increased. Additionally, in order to maintain "bond compliance", user fee revenues must exceed non-capital expenditures by 25%. Current wastewater fees are \$12.97 for each 1,000 gallon above 6,000 gallons¹. The following is proposed to be applied across the existing rate table:

Fee	Current	Proposed	Cost Increase
Wastewater User Fee	\$12.97	\$15.56	\$2.59

For an average user of 6,000 gal/month the existing Wastewater user fee of \$79.39 will increase to \$100.60 per month. This new rate includes the additional Wastewater Bond fee discussed below.

Wastewater Bond Fees

The 2014 Bond Repayment Fee for the existing Biosolids infrastructure has, since 2014, been included within the Wastewater User Fee. Going forward Staff recommends, as a best practice, to identify the new 2023 Aging Infrastructure Headworks Bond fee as a separate line on user bills. However, no change is proposed at the current time.

The new Headworks Bond Repayment Fee is proposed to be added to the bill as a new line item:

Fee	Current	Proposed	Cost Increase
2023 Headworks Bond Fee	\$0.00	\$7.21	\$7.21

¹ 0-6,000 gallons are billed at a slightly higher amount to simplify the cost of bond(s).

Water User Fees

The Water User fees are intended to cover all costs for the operation and maintenance of the municipal system. These fees are primarily made up of 3 components:

- 1) Base Water Fee. The base water fee is intended to cover the fixed costs of the operation, maintenance and expansion of the municipal water system generally attributable to indoor potable water usage, which shall be twenty five percent (25%) of the water department budget. Generally speaking, as the budget increases this fee should increase, but it is typically offset by additional users adding to the system.

	Current	Proposed	Cost Increase
Base Water Fee	\$8.56	\$9.22	\$0.66

- 2) Metered Water Fee. The metered water fee is intended to cover the variable costs of the operation, maintenance, and expansion of the municipal water system, generally attributable to outdoor irrigation water usage, which shall be seventy five percent (75%) of the water department budget. Most of our municipal water use occurs during the summer. The City charges for water usage each month. Your water meter counts the gallons used, and the City charges for the amount of water used since the last meter read. Usage is rounded down, not up, to the nearest 1,000 for billing. If you used 1,001 or 1,999 gallons of water in a month, your bill would be for 1,000 gallons.

Metered Rate Categories

Our rate categories follow a very steep curve. The lowest water users (under 10,000 gallons per month) pay \$0.51 per gallon. The highest users currently pay significantly more at \$6.65 per gallon.

Any reduction in system use via water conservation methods, conversion of existing potable water demand to other water sources (surface/ground), higher precipitation years resulting in less irrigation demand, or reduction in other metered user fees will cause this fee to increase during the next assessment. The following increase is proposed to be applied across the existing rate table:

Proposed Metered Rate Table		Prior Year Rate	Metered \$ Difference
Gallons Used	\$/1,000 gallons		
1,000-10,000	\$ 0.51	\$ 0.51	\$ -
11,000-20,000	\$ 1.03	\$ 1.03	\$ -
21,000-30,000	\$ 1.56	\$ 1.56	\$ -
31,000-40,000	\$ 2.22	\$ 2.11	\$ 0.11
41,000-50,000	\$ 2.86	\$ 2.67	\$ 0.19
51,000-60,000	\$ 3.54	\$ 3.24	\$ 0.29
61,000-70,000	\$ 4.22	\$ 3.80	\$ 0.42
71,000-80,000	\$ 4.84	\$ 4.36	\$ 0.48
81,000-90,000	\$ 5.48	\$ 4.93	\$ 0.54
91,000-100,000	\$ 6.10	\$ 5.50	\$ 0.60
101,000-150,000	\$ 6.73	\$ 6.07	\$ 0.67
151,000 & above	\$ 7.38	\$ 6.65	\$ 0.73

- 3) Bond Payment Fee. The monthly bond payment is intended to cover the cost of bond and note retirement costs which are the legal indebtedness the city is obligated to retire on a set schedule. The bond rate is decreasing due to decreased debt, and an increase in users, which spreads the remaining debt over the increased user base.

	Current	Proposed	\$ Increase/ Decrease
Water Bond Fee	\$3.07	\$2.92	\$-.10

WATER	Rate	Current Rate (upper limit)
1-10,000	\$ 0.51	\$5.10
11,000-20,000	\$ 1.03	\$10.30
21,000-30,000	\$ 1.56	\$15.60
31,000-40,000	\$ 2.22	\$22.20
41,000-50,000	\$ 2.86	\$28.60
51,000-60,000	\$ 3.54	\$35.40
61,000-70,000	\$ 4.22	\$42.20
71,000-80,000	\$ 4.84	\$48.40
81,000-90,000	\$ 5.48	\$54.80
91,000-100,000	\$ 6.10	\$61.00
101,000-150,000	\$ 6.73	\$336.50
151,000 & above	\$ 7.38	

BOND \$2.92

Base rate \$9.22



Rate is effective September 2023

The base fee is included in the table below; the bond fee is not.

GALLONS	WTR FEES	GALLONS	WTR FEES	GALLONS	WTR FEES	GALLONS	WTR FEES	GALLONS	WTR FEES
1000	\$9.73	51000	\$94.56	101000	\$339.55	151000	\$676.70	201000	\$1,045.70
2000	\$10.24	52000	\$98.10	102000	\$346.28	152000	\$684.08	202000	\$1,053.08
3000	\$10.75	53000	\$101.64	103000	\$353.01	153000	\$691.46	203000	\$1,060.46
4000	\$11.26	54000	\$105.18	104000	\$359.74	154000	\$698.84	204000	\$1,067.84
5000	\$11.77	55000	\$108.72	105000	\$366.47	155000	\$706.22	205000	\$1,075.22
6000	\$12.28	56000	\$112.26	106000	\$373.20	156000	\$713.60	206000	\$1,082.60
7000	\$12.79	57000	\$115.80	107000	\$379.93	157000	\$720.98	207000	\$1,089.98
8000	\$13.30	58000	\$119.34	108000	\$386.66	158000	\$728.36	208000	\$1,097.36
9000	\$13.81	59000	\$122.88	109000	\$393.39	159000	\$735.74	209000	\$1,104.74
10000	\$14.32	60000	\$126.42	110000	\$400.12	160000	\$743.12	210000	\$1,112.12
11000	\$15.35	61000	\$130.64	111000	\$406.85	161000	\$750.50	211000	\$1,119.50
12000	\$16.38	62000	\$134.86	112000	\$413.58	162000	\$757.88	212000	\$1,126.88
13000	\$17.41	63000	\$139.08	113000	\$420.31	163000	\$765.26	213000	\$1,134.26
14000	\$18.44	64000	\$143.30	114000	\$427.04	164000	\$772.64	214000	\$1,141.64
15000	\$19.47	65000	\$147.52	115000	\$433.77	165000	\$780.02	215000	\$1,149.02
16000	\$20.50	66000	\$151.74	116000	\$440.50	166000	\$787.40	216000	\$1,156.40
17000	\$21.53	67000	\$155.96	117000	\$447.23	167000	\$794.78	217000	\$1,163.78
18000	\$22.56	68000	\$160.18	118000	\$453.96	168000	\$802.16	218000	\$1,171.16
19000	\$23.59	69000	\$164.40	119000	\$460.69	169000	\$809.54	219000	\$1,178.54
20000	\$24.62	70000	\$168.62	120000	\$467.42	170000	\$816.92	220000	\$1,185.92
21000	\$26.18	71000	\$173.46	121000	\$474.15	171000	\$824.30	221000	\$1,193.30
22000	\$27.74	72000	\$178.30	122000	\$480.88	172000	\$831.68	222000	\$1,200.68
23000	\$29.30	73000	\$183.14	123000	\$487.61	173000	\$839.06	223000	\$1,208.06
24000	\$30.86	74000	\$187.98	124000	\$494.34	174000	\$846.44	224000	\$1,215.44
25000	\$32.42	75000	\$192.82	125000	\$501.07	175000	\$853.82	225000	\$1,222.82
26000	\$33.98	76000	\$197.66	126000	\$507.80	176000	\$861.20	226000	\$1,230.20
27000	\$35.54	77000	\$202.50	127000	\$514.53	177000	\$868.58	227000	\$1,237.58
28000	\$37.10	78000	\$207.34	128000	\$521.26	178000	\$875.96	228000	\$1,244.96
29000	\$38.66	79000	\$212.18	129000	\$527.99	179000	\$883.34	229000	\$1,252.34
30000	\$40.22	80000	\$217.02	130000	\$534.72	180000	\$890.72	230000	\$1,259.72
31000	\$42.44	81000	\$222.50	131000	\$541.45	181000	\$898.10	231000	\$1,267.10
32000	\$44.66	82000	\$227.98	132000	\$548.18	182000	\$905.48	232000	\$1,274.48
33000	\$46.88	83000	\$233.46	133000	\$554.91	183000	\$912.86	233000	\$1,281.86
34000	\$49.10	84000	\$238.94	134000	\$561.64	184000	\$920.24	234000	\$1,289.24
35000	\$51.32	85000	\$244.42	135000	\$568.37	185000	\$927.62	235000	\$1,296.62
36000	\$53.54	86000	\$249.90	136000	\$575.10	186000	\$935.00	236000	\$1,304.00
37000	\$55.76	87000	\$255.38	137000	\$581.83	187000	\$942.38	237000	\$1,311.38
38000	\$57.98	88000	\$260.86	138000	\$588.56	188000	\$949.76	238000	\$1,318.76
39000	\$60.20	89000	\$266.34	139000	\$595.29	189000	\$957.14	239000	\$1,326.14
40000	\$62.42	90000	\$271.82	140000	\$602.02	190000	\$964.52	240000	\$1,333.52
41000	\$65.28	91000	\$277.92	141000	\$608.75	191000	\$971.90	241000	\$1,340.90
42000	\$68.14	92000	\$284.02	142000	\$615.48	192000	\$979.28	242000	\$1,348.28
43000	\$71.00	93000	\$290.12	143000	\$622.21	193000	\$986.66	243000	\$1,355.66
44000	\$73.86	94000	\$296.22	144000	\$628.94	194000	\$994.04	244000	\$1,363.04
45000	\$76.72	95000	\$302.32	145000	\$635.67	195000	\$1,001.42	245000	\$1,370.42
46000	\$79.58	96000	\$308.42	146000	\$642.40	196000	\$1,008.80	246000	\$1,377.80
47000	\$82.44	97000	\$314.52	147000	\$649.13	197000	\$1,016.18	247000	\$1,385.18
48000	\$85.30	98000	\$320.62	148000	\$655.86	198000	\$1,023.56	248000	\$1,392.56
49000	\$88.16	99000	\$326.72	149000	\$662.59	199000	\$1,030.94	249000	\$1,399.94
50000	\$91.02	100000	\$332.82	150000	\$669.32	200000	\$1,038.32	250000	\$1,407.32

Rate/1,000 Gallons \$15.56
 Bond Payment \$7.21



SEWER CHARGES EFFECTIVE SEPTEMBER 2023

GALLONS		GALLONS		GALLONS	
0-1000 & Disconnected service	\$30.71	51000	\$800.98	101000	\$1,579.18
2000	\$38.34	52000	\$816.54	102000	\$1,594.74
3000	\$53.90	53000	\$832.10	103000	\$1,610.30
4000	\$69.47	54000	\$847.67	104000	\$1,625.87
5000	\$85.03	55000	\$863.23	105000	\$1,641.43
6000	\$100.60	56000	\$878.80	106000	\$1,657.00
7000	\$116.16	57000	\$894.36	107000	\$1,672.56
8000	\$131.72	58000	\$909.92	108000	\$1,688.12
9000	\$147.29	59000	\$925.49	109000	\$1,703.69
10000	\$162.85	60000	\$941.05	110000	\$1,719.25
11000	\$178.42	61000	\$956.62	111000	\$1,734.82
12000	\$193.98	62000	\$972.18	112000	\$1,750.38
13000	\$209.54	63000	\$987.74	113000	\$1,765.94
14000	\$225.11	64000	\$1,003.31	114000	\$1,781.51
15000	\$240.67	65000	\$1,018.87	115000	\$1,797.07
16000	\$256.24	66000	\$1,034.44	116000	\$1,812.64
17000	\$271.80	67000	\$1,050.00	117000	\$1,828.20
18000	\$287.36	68000	\$1,065.56	118000	\$1,843.76
19000	\$302.93	69000	\$1,081.13	119000	\$1,859.33
20000	\$318.49	70000	\$1,096.69	120000	\$1,874.89
21000	\$334.06	71000	\$1,112.26	121000	\$1,890.46
22000	\$349.62	72000	\$1,127.82	122000	\$1,906.02
23000	\$365.18	73000	\$1,143.38	123000	\$1,921.58
24000	\$380.75	74000	\$1,158.95	124000	\$1,937.15
25000	\$396.31	75000	\$1,174.51	125000	\$1,952.71
26000	\$411.88	76000	\$1,190.08	126000	\$1,968.28
27000	\$427.44	77000	\$1,205.64	127000	\$1,983.84
28000	\$443.00	78000	\$1,221.20	128000	\$1,999.40
29000	\$458.57	79000	\$1,236.77	129000	\$2,014.97
30000	\$474.13	80000	\$1,252.33	130000	\$2,030.53
31000	\$489.70	81000	\$1,267.90	131000	\$2,046.10
32000	\$505.26	82000	\$1,283.46	132000	\$2,061.66
33000	\$520.82	83000	\$1,299.02	133000	\$2,077.22
34000	\$536.39	84000	\$1,314.59	134000	\$2,092.79
35000	\$551.95	85000	\$1,330.15	135000	\$2,108.35
36000	\$567.52	86000	\$1,345.72	136000	\$2,123.92
37000	\$583.08	87000	\$1,361.28	137000	\$2,139.48
38000	\$598.64	88000	\$1,376.84	138000	\$2,155.04
39000	\$614.21	89000	\$1,392.41	139000	\$2,170.61
40000	\$629.77	90000	\$1,407.97	140000	\$2,186.17
41000	\$645.34	91000	\$1,423.54	141000	\$2,201.74
42000	\$660.90	92000	\$1,439.10	142000	\$2,217.30
43000	\$676.46	93000	\$1,454.66	143000	\$2,232.86
44000	\$692.03	94000	\$1,470.23	144000	\$2,248.43
45000	\$707.59	95000	\$1,485.79	145000	\$2,263.99
46000	\$723.16	96000	\$1,501.36	146000	\$2,279.56
47000	\$738.72	97000	\$1,516.92	147000	\$2,295.12
48000	\$754.28	98000	\$1,532.48	148000	\$2,310.68
49000	\$769.85	99000	\$1,548.05	149000	\$2,326.25
50000	\$785.41	100000	\$1,563.61	150000	\$2,341.81

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The Mayor introduced her proposed FY 2024 Budget at the June 13, 2023, Council meeting. The Council did not propose any specific changes, but asked several questions, which were discussed on July 10, 2023. A first reading was conducted on August 14, 2023. A second reading was conducted on August 28, 2023.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

The Mayor-proposed budget is a balanced budget which meets statutory requirements.

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

<input checked="" type="checkbox"/>	City Administrator	<input type="checkbox"/>	Library	<input type="checkbox"/>	Benefits Committee
<input type="checkbox"/>	City Attorney	<input type="checkbox"/>	Mayor	<input type="checkbox"/>	Streets
<input type="checkbox"/>	City Clerk	<input type="checkbox"/>	Comm. Dev.	<input checked="" type="checkbox"/>	Treasurer
<input type="checkbox"/>	Building	<input type="checkbox"/>	Police	<input type="checkbox"/>	_____
<input type="checkbox"/>	Engineer	<input type="checkbox"/>	Public Works	<input type="checkbox"/>	_____
<input type="checkbox"/>	Fire Dept.				

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Third reading and adoption of Ordinance No. 1330, an Ordinance appropriating \$23,972,425 for general, water and wastewater operating funds, capital funds, and water and wastewater bond funds and authorize the Mayor to sign.

ACTION OF THE CITY COUNCIL:

"I move to conduct the third reading and adoption of Ordinance No. 1330, an Ordinance appropriating \$23,972,425 for general, water and wastewater operating funds, capital funds, and water and wastewater bond funds and authorize the Mayor to sign."

Date : _____
City Clerk _____

FOLLOW-UP:

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

Copies (all info.): _____ Copies (AIS only)
Instrument # _____

HAILEY ORDINANCE NO. 1330

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, ENTITLED THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, APPROPRIATING THE SUM OF \$23,972,425 TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF HAILEY FOR SAID FISCAL YEAR; AUTHORIZING A LEVY OF A SUFFICIENT TAX UPON THE TAXABLE PROPERTY WITHIN THE CITY OF HAILEY; SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATION IS MADE; AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO AS FOLLOWS:

SECTION 1. The sum of \$23,972,425 shall be, and the same is hereby, appropriated to defray the necessary expenses and liabilities of the City of Hailey, Idaho, for the fiscal year beginning October 1, 2023 and ending September 30, 2024.

SECTION 2. The objects and purposes for which such appropriation is made, and the amount of each object and purpose, are as follows:

<u>GENERAL FUND EXPENDITURES</u>	
General Fund Operating Expenses	\$8,889,822
G.O. Bond	-0-
Capital Improvement Fund	<u>4,910,299</u>
Total Expenditures	<u>13,800,121</u>
 <u>WATER & SEWER EXPENDITURES</u>	
Water Fund Expenditures	\$1,965,092
Water Fund Capital Expenditures	1,600,600
Bond Expenditures	151,800
Sewer Fund Expenditures	2,419,767
Sewer Fund Capital Expenditures	627,500
Sewer Bond Expenditures	566,925
Water Replacement Expenditures	398,120
Sewer Replacement Expenditures	342,500
Sewer Headworks RPL and Bond Exp	2,100,000
Total Expenditures	<u>10,172,304</u>
 <u>TOTAL EXPENDITURES ALL FUNDS</u>	 <u>\$23,972,425</u>

SECTION 3. A general tax levy on all taxable property within the City of Hailey shall be levied in an amount allowed by law for the general purposes of said City for the fiscal year beginning October 1, 2023 and ending September 30, 2024.

SECTION 4. All ordinances and/or portions or parts of ordinances in any way inconsistent with or in conflict with this Ordinance are hereby repealed.

SECTION 5. This Ordinance shall be in full force and effect from and after its passage, approval and publication according to law.

PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL AND APPROVED BY THE MAYOR THIS 11th DAY OF September, 2023.

Martha Burke, Mayor, City of Hailey

ATTEST:

Mary Cone, City Clerk

Publish: Idaho Mountain Express September 27, 2023.

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AGENDA ITEM SUMMARY

DATE: 09/11/2023 **DEPARTMENT:** Community Development **DEPT. HEAD SIGNATURE:** RD

SUBJECT: 2nd Reading Ordinance No. 1331, authorizing PUD with F & G Idaho, LLC for increase height waiver and lowered maximum sq. ft. of lot in exchange for 6 community housing apt. units.

AUTHORITY: ID Code _67-6526(e) IAR _____ City Ordinance/Code: Ord, 649 and 731; new Ordinances; Resolution 2010-1 (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: Robyn Davis	Phone #: 208.788.9815 ext. 2015

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion Language:

Approval: 2nd Reading of Ordinance No. 13, read by title only.

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:

Date _____
City Clerk _____

FOLLOW-UP:

HAILEY ORDINANCE NO. 1331

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AUTHORIZING A PLANNED UNIT DEVELOPMENT AGREEMENT WITH F & G IDAHO, LLC, FOR THE DEVELOPMENT OF EIGHTEEN (18) MULTIFAMILY RESIDENTIAL UNITS, SIX (6) OF WHICH WILL BE DEDICATED AS COMMUNITY HOUSING UNITS, AND IN EXCHANGE, A REQUEST FOR WAIVERS TO HAILEY'S MUNICIPAL CODE. THIS PROJECT IS TO BE LOCATED AT 51 WEST MAPLE STREET (LOTS 16-20, BLOCK 5, HAILEY TOWNSITE); PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the City of Hailey desires to enter into a Planned Development Agreement with F & G Idaho, LLC, regarding the development of the multifamily residential project located at 51 West Maple Street (Lots 16-20, Block 5, Hailey Townsite).

WHEREAS, the City of Hailey desires the dedication of six (6) community housing units in exchange for the following waivers to Hailey's Municipal Code:

- A waiver to the Minimum Lot Size Requirements for Planned Unit Developments: Reduce the minimum lot size from one (1) acre to 0.47 acres; and
- A waiver to the Maximum Building Height of the Zoning District: Increase the maximum building height from thirty feet (30') to thirty-two feet and six inches (32'-6").

WHEREAS, the City of Hailey agrees to the terms and conditions of the Planned Unit Development Agreement, a copy of which is attached hereto.

WHEREAS, the parameters set forth in the PUD Agreement, and this ordinance will promote the public health, safety and general welfare;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, AS FOLLOWS:

Section 1. Severability Clause. Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

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

Section 4. Effective Date. This ordinance shall be in full force and effect from and after passage, approval, and publication according to law.

PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL AND APPROVED BY THE
MAYOR THIS __ DAY OF _____, 2023.

Martha Burke, Mayor, City of Hailey

Attest:

Mary Cone, City Clerk

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AGENDA ITEM SUMMARY

DATE: 09/11/23

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY

SUBJECT: Motion to adopt Resolution 2023-___, authorizing the Mayor to sign the ITD State/Local Agreement for the River St., Walnut to Galena Project. **ACTION ITEM**

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The LHTAC River Street Project Final Design is complete, and we are ready to enter into the Construction Agreement. Final Design documents consistent with the approved preliminary plans and original concept plan were presented to Council at the last meeting and were approved.

This agreement obligates the City to provide the matching funds of 7.34% which is \$248,109 due immediately.

This funding is proposed to be provided by the Urban Renewal District.

Total project cost from Concept through to completion of construction is now scheduled at \$3,931,913 with \$2,875,000 now estimated for proposed Contractor construction costs and additional funding of approximately \$514,851 for construction engineering, administration, and other items.

Original Total Project Cost per 10/18/2017 State Agreement: \$2,186,000
Current Total Project Cost per this State Agreement: \$3,931,913
Additional Funding provided by LHTAC through this process: \$1,745,913

Terms of the State/Local Agreement are specified in the contract attached hereto and are worthy of review. Some specific points of note are as follows:

- 1. ITD will bid the project on behalf of the City
- 2. ITD will award contract if low bid does not exceed cost estimate by more than 10%. If in excess of 10% the bid will be reevaluated.
- 3. With our consent, the City will be responsible for any funding in excess of the current estimate if the bid is awarded.
- 4. This project is intended to bid for construction in calendar year 2024.

The Public Works Director has reviewed the construction cost estimate and is concerned the low bid may exceed the estimated project cost, which will result in additional funding needs and discussion before bid award.

The attached contract requires the City to designate an authorized representative to act on the City's behalf to process change orders. Staff proposes the Public Works Director be listed for this position.

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"/> Wastewater
<input type="checkbox"/> City Clerk	<input type="checkbox"/> Planning	<input type="checkbox"/> Streets
<input type="checkbox"/> Building	<input type="checkbox"/> Police	<input 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"/> _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to adopt Resolution 2023-____, authorizing the Mayor to sign the ITD State/Local Agreement for the River St., Walnut to Galena 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 # _____

RESOLUTION

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 construction of River St; Walnut To Galena 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 when there is federal participation in the costs; and

WHEREAS, certain functions to be performed by the **STATE** involve the expenditure of funds as set forth in the Agreement; and

WHEREAS, The **STATE** can only pay for work associated with the State Highway system; and

WHEREAS, the **CITY** is fully responsible for its share of project costs; and

NOW, THEREFORE, BE IT RESOLVED:

1. That the Agreement for Federal Aid Highway Project A018(807) 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.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution passed at a *regular, duly* called special (X-out non-applicable term) meeting of the City Council, City of Hailey, held on

_____, _____.

(Seal)

City Clerk

**STATE/LOCAL AGREEMENT
(CONSTRUCTION)
PROJECT NO. A018(807)
RIVER ST; WALNUT TO GALENA
BLAINE COUNTY
KEY NO. 18807**

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 **CITY OF HAILEY**, acting by and through its Mayor and Council, hereafter called the Sponsor.

PURPOSE

The Sponsor has requested federal participation in the costs of safety and circulation improvements, which has been designated as Project No. A018(807). This Agreement sets out the responsibilities of the parties in the construction and maintenance of the project.

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

The Parties agree as follows:

SECTION I. GENERAL

1. This Agreement is entered into for the purpose of complying with certain provisions of the Federal-Aid Highway Act in obtaining federal participation in the construction of the project.
2. Federal participation in the costs of the project will be governed by the applicable sections of Title 23, U.S. Code (Highways) and rules and regulations prescribed or promulgated by the Federal Highway Administration, including, but not limited to, the requirements of 23 U.S.C. §313.23 and CFR §635.410.

*State/Local Agreement (Construction)
River St; Walnut to Galena
Key No. 18807
Page No. 1*

3. Funds owed by the Sponsor shall be remitted to the State through the ITD payment portal at:
<https://apps.itd.idaho.gov/PayITD> .
4. All information, regulatory and warning signs, pavement or other markings, and traffic signals, the cost of which is not provided for in the plans and estimates, must be erected at the sole expense of the Sponsor upon the completion of the project.
5. The location, form and character of all signs, markings and signals installed on the project, initially or in the future, shall be in conformity with the Manual of Uniform Traffic Control Devices as adopted by the State.
6. This State/Local Agreement (Construction) upon its execution by both Parties, supplements the State/Local Agreement (Project Development) by and between the same parties, dated October 18, 2017.
7. Sufficient Appropriation. It is understood and agreed that the State is a governmental agency, and this Agreement shall in no way be construed so as to bind or obligate the State beyond the term of any particular appropriation of funds by the Federal Government or the State Legislature as may exist from time to time. The State reserves the right to terminate this Agreement if, in its sole judgment, the Federal Government or the legislature of the State of Idaho fails, neglects or refuses to appropriate sufficient funds as may be required for the State to continue payments. Any such termination shall take effect immediately upon notice and be otherwise effective as provided in this Agreement.

SECTION II. That the State shall:

1. Enter into an Agreement with the Federal Highway Administration covering the federal government's pro rata share of construction costs.
2. Advertise, open bids, prepare a contract estimate of cost based on the successful low bid and notify the Sponsor thereof.

3. Award a contract for construction of the project, based on the successful low bid, if it does not exceed the State's estimate of cost of construction by more than ten (10) percent. If the low bid exceeds the estimate by more than 10%, the bid will be evaluated, and if justified, the contract will be awarded and the Sponsor will be notified.
4. Obtain concurrence of the Sponsor before awarding the contract if the Sponsor's share of the low bid amount exceeds the amount set forth in Section III, Paragraph 1 by more than ten (10) percent.
5. Provide to the Sponsor sufficient copies of the Contract Proposal, Notice to Contractors, and approved construction plans.
6. Designate a resident engineer and other personnel, as the State deems necessary, to supervise and inspect construction of the project in accordance with the plans and specifications in the manner required by applicable state and federal regulations. This engineer, or his authorized representatives, will prepare all monthly and final contract estimates and change orders, and submit all change orders to the Sponsor for their concurrence. If the Sponsor's share of any change order exceeds \$1,000.00, the State will submit a statement to the Sponsor indicating the amount owed by the Sponsor.
7. Appoint the Local Highway Technical Assistance Council as the contract administrator for the State.
8. Notify the Sponsor when construction engineering and inspection (CE&I) costs have reached approximately 85% of the estimated cost for CE&I.
9. Maintain complete accounts of all project funds received and disbursed, which accounting will determine the final project costs.
10. Upon completion of the project, after all costs have been accumulated and the final voucher paid by the Federal Highway Administration, provide a statement to the Sponsor summarizing the estimated and actual costs,

indicating an adjustment for or against the Sponsor. Any excess funds transmitted by the Sponsor and not required for the project will be applied to any outstanding balance the Sponsor may have on a previously completed project. If no such outstanding balance exists, the excess funds will be returned to the Sponsor.

SECTION III. That the Sponsor shall:

1. Pay to the State before the advertisement for bids, the amount of **TWO HUNDRED FORTY-EIGHTY THOUSAND ONE HUNDRED AND NINE DOLLARS (\$248,109)**, which is the Sponsor's estimated share of the cost for construction plus preliminary engineering, and construction engineering & inspection (CE&I), and after deducting credit for the Sponsor's previous deposit as applies to Preliminary Engineering and the Sponsor's match for the consulting agreement. These costs and the Sponsor's match are detailed in the attached *Worksheet for State/Local Construction Agreements* marked Exhibit A. The actual cost to the Sponsor will be determined from the total quantities obtained by measurement plus the actual cost of engineering and contingencies required to complete the work. Construction engineering, inspection and contingencies will be approximately 17.56% of the total construction cost.
2. Upon approval of the lowest qualified bid received, if the Sponsor's share exceeds the amount set forth in Section III, Paragraph 1, transmit to the State the Sponsor's portion of such excess cost.
3. Authorize the State to administer the project and make any necessary changes and decisions within the general scope of the plans and specifications. Prior approval of the Sponsor will be obtained if it is necessary, during the life of the construction contract, to deviate from the plans and specifications to such a degree that the costs will be increased or the nature of the completed work will be significantly changed.

4. Designate an authorized representative to act on the Sponsor's behalf regarding action on change orders. That authorized representative's name is _____, Phone No. _____.
5. When change orders are submitted by the State for approval pursuant to Section II, Paragraph 6, the Sponsor or its authorized representative shall give approval of same as soon as possible, but no later than ten (10) calendar days after receipt of the change order. If approval is delayed, any claims due to that delay shall be the responsibility of the Sponsor.
6. Upon receipt of any statement referred to in Section II, Paragraphs 6 and 10, indicating an adjustment in cost against the Sponsor, promptly remit to the State a check or warrant in that amount.
7. Maintain the project upon completion to the satisfaction of the State. Such maintenance includes, but is not limited to, preservation of the entire roadway surface, shoulders, roadside cut and fill slopes, drainage structures, and such traffic control devices as are necessary for its safe and efficient utilization. Failure to maintain the project in a satisfactory manner will jeopardize the future allotment of federal-aid highway funds for projects within the Sponsor's jurisdiction.
8. 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.

EXECUTION

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

IDAHO TRANSPORTATION DEPARTMENT

Division Administrator

ATTEST:

CITY OF HAILEY

City Clerk

Mayor

(SEAL)

By regular/special meeting
on _____.

wd:18807 SLA CN

WORKSHEET FOR STATE / LOCAL CONSTRUCTION AGREEMENTS

Key No: 18807
 Project No: A018(807)
 Project Name: River St; Walnut to Galena
 Sponsor: City of Hailey, Blaine County
 Description of work:
 For the work to construct safety and circulation improvements.

Date of State/Local Agreement for Project Development: 10/18/2017

TOTAL ESTIMATED COST OF CONSTRUCTION <i>Includes E&C</i>	\$3,389,851		
APPROVED FORCE ACCOUNT WORK	\$0		
PLUS PE BY STATE <i>(from 2101)</i>	\$3,000		
PLUS PL BY LHTAC <i>(from 2101)</i>	\$110,000		
PLUS PC <i>(from PC Agreements)</i>	\$429,062		
MINUS ALL NON-PARTICIPATING PARTICIPATING TOTAL	\$3,931,913		
MATCH PERCENTAGES		92.66%	7.34%
PERCENTAGE AMOUNTS		\$3,643,310.59	\$288,602.41
MINUS FEDERAL MAXIMUM		\$0	
ADD OVERAGE <i>(If Any To Local)</i>		3,643,311	\$0
LOCAL SHARE OF CONSTRUCTION AMOUNT			\$288,602

ADJUSTMENTS

PLUS ALL NON-PARTICIPATING <i>(From above if work by contract)</i>	\$0
MINUS FUNDS ADVANCED BY THE SPONSOR FOR STATE PE <i>(from PD Agreement)</i>	\$9,000
MINUS APPROVED FORCE ACCOUNT WORK <i>(From above)</i>	\$0
MINUS PRELIMINARY ENGINEERING PAID BY LOCAL	\$31,493
<i>(If LPA has not rec'd reimbursement, use actual PC dollars paid by LPA)</i>	
<i>(If LPA has rec'd reimbursement, use local match % of actual PC dollars paid by LPA)</i>	
<i>(Amounts must be supported by District Records Inspector Audit)</i>	

CONSTRUCTION AMOUNT REQUIRED FROM SPONSOR AFTER ADJUSTMENTS \$248,109

Construction Estimate (CN):	\$2,875,000.00	Program Funds	
Non-Bid Items :	\$10,000.00	CE:	\$8,000.00
Contingencies (5.00%):	\$143,750.00	CL:	\$87,000.00
Const Engineering (CE&I 9.25%):	\$265,938.00	CC:	\$265,000.00
Const Admin (CL 3.03%):	\$87,113.00	Contingency:	\$145,000.00
Const Admin (CE .28%):	\$8,050.00	CN:	\$2,885,000.00
TOTAL CN ESTIMATED COST:	\$3,389,851.00	CN & CEI OTIS:	\$3,390,000.00

Difference: \$149.00

Comments:
 Design Agreement Administrator - Kevin Kuther, P.E.
 Resident Engineer - Jayme Coonce, P.E.

PREPARED BY: Craig Herndon & Ryan Rush Date: 8/29/2023

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