

**AGENDA OF THE
HAILEY CITY COUNCIL MEETING
Monday March 10, 2025 * Hailey City Hall Meeting Room**

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

ACTION ITEM.....

Hailey City Council Meetings are open to the public. Participants may join our meeting virtually or in-person.

Via teleconference: +1 (872) 240-3311, **Access Code:** 543-667-133

Via One-touch: United States [tel:+18722403311,,543667133#](tel:+18722403311,543667133#),

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

CONSENT AGENDA:

CA 061	Motion to approve Library STEM grant application for Idaho Commission of Libraries summer grant for \$500 ACTION ITEM	1
CA 062	Motion to approve Resolution 2025-026, authorizing grant agreement with Idaho Commission for Libraries for \$1,000, “That All May Read” ACTION ITEM	5
CA 063	Motion to approve Library grant application with Idaho Commission for Libraries Digital Access for All Idahoans for \$150,000, to hire a full-time bilingual Tech Librarian for 18-month grant period ACTION ITEM	17
CA 064	Motion to approve Library grant application with Idaho Commission for Libraries for round 2 Facilities grant for \$34,398 to purchase two four-person pods ACTION ITEM	48
CA 065	Motion to approve Resolution 2025-027, authorizing the Mayor’s signature and approval of an agreement with Peak Venture Group LLC dba Peak Construction, for sidewalk improvements at Ellsworth Inn along 3 rd and 4 th Ave. ACTION ITEM	54
CA 066	Motion to accept bid from Summit Construction in the amount of \$248,916, for the reconstruction of the Fox Acres Pathway, and motion to adopt Resolution 2025-028, authorizing the Mayor to sign the Notice of Award and project related documents. ACTION ITEM	68
CA 067	Motion to approve Resolution 2025-029, authorizing Cooperative Public Safety Services MOU with Blaine County Sheriff’s Office effective March 20 through March 27, 2025 during World Cup Finals ACTION ITEM	91
CA 068	Motion to approve Resolution 2025-030, authorizing the Mayor’s signature on the new Performance Bond Security Agreement, in the amount of \$983,453, related to the Large Block Plat and development of Blocks 2, 3, and 4 within the Quigley Farms Subdivision. ACTION ITEM	97
CA 069	Motion to approve Resolution 2025-031, authorizing the Mayor’s signature on the new Cash Security Agreement, in the amount of \$150,000, related to the development of Block 4 within the Sweetwater P.U.D Townhouses, previously known as Parcel B2, Block 4, Sweetwater P.U.D Townhouses. ACTION ITEM	110
CA 070	Consideration of Resolution 2025-032, amendments to the City of Hailey Personnel Handbook to modify Section III.M, Hailey Housing Assistance Policy ACTION ITEM	120
CA 071	Motion to adopt Resolution 2025-033, authorizing the Mayor to sign the Adopt A Park Agreements with Clearwater Landscaping, G&G Landscaping, Sun Valley Services, Wood River Baseball, Webb Landscaping and ArborCare Resources, Inc. for maintenance of adopted Parks during the 2025 park season. ACTION ITEM	127
CA 072	Motion to approve the Findings of Fact, Conclusions of Law, and Decision of the Final Plat Application by Idaho Conrad, LLC, wherein Lots 11-16, Block 29, Hailey Townsite (CROY Street Exchange), the official plat of the Croy Street Exchange Office Condominiums, Parcel No. 1 Condominium Units A-Q, is revoked, retracted, and	

	withdrawn. This project is located within the Business (B), Downtown Residential Overlay (DRO), and Townsite Overlay (TO) Zoning Districts. ACTION ITEM	144
CA 073	Motion to approve the Findings of Fact, Conclusions of Law, and Decision of the Final Plat Application by Lido Equities Group – Idaho, LLC, represented by Galena-Benchmark Engineering, for a plat modification to Copper Ranch Phase 6, to vacate the previously platted land intended for Building 17 and amend snow storage locations. This project is located within the General Residential (GR) Zoning District. ACTION ITEM	154
CA 074	Motion to approve minutes of February 24, 2025 and to suspend reading of them ACTION ITEM	165
CA 075	Motion to approve claims for expenses incurred during the month of February 2025, and claims for expenses due by contract in March, 2025 ACTION ITEM	170

MAYOR’S REMARKS:

MR 000

PROCLAMATIONS & PRESENTATIONS:

PP 076	Presentation from Mark Davidson, Executive Director of the Blaine County Recreation District (BCRD) regarding upcoming BCRD property tax levy vote (No action)	
PP 077	Presentation of annual financial statements for Fiscal Year Ending September 30, 2024 by Brady Workman, auditor, followed by City Council motion of acceptance of audited financial statements. ACTION ITEM	203

PUBLIC HEARING:

PH 078	Consideration of Ordinance No. _____, a City-Initiated Text Amendment to amend the Hailey Municipal Code, Title 17: Zoning Regulations, Chapters 17.02 Definitions, and 17.02.020: Meaning of Terms or Words, to add new definitions to Title 17, as well as to modify and clarify existing definitions. ACTION ITEM	254
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NEW BUSINESS:

NB 079	Discussion Options and next steps from public workshop regarding 43 Broadford Road Land Use ACTION ITEM	267
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OLD BUSINESS:

OB 000 Matters & Motions from Executive Session, if any. **ACTION ITEM** (no documents)

STAFF REPORTS: Staff Reports Council Reports Mayor’s Reports

EXECUTIVE SESSION: Real Property Acquisition under IC 74-206 (1)(c) or Pending & Imminently Likely Litigation under (IC 74-206(1)(f)) or Personnel Matters under (IC 74-206(1)(b)

Matters & Motions from Executive Session or Workshop

Next Ordinance Number - 1344 Next Resolution Number- 2025-034

AGENDA ITEM SUMMARY

DATE: March 10, 2025 **DEPARTMENT:** Library **DEPT. HEAD SIGNATURE:** Lyn Drewien

SUBJECT Hailey Public Library grant application for Idaho Commission for Libraries Summer STEM Grant in the amount of \$500.

AUTHORITY: I.D. Code I.A.R. _____ City Ordinance/Code _____

BACKGROUND:

The Idaho Commission for Libraries (ICfL) awards up to 70 public, tribal, school, or academic libraries \$500 each to help pay for materials or presenters to support STEM outreach efforts during the summer. ICfL offers this funding each year, and Hailey Public Library has been awarded this grant several times in the past decade, most recently in 2024.

The ICfL provides a toolkit for learning activities and other resources. The Summer STEM has three primary goals: 1) Increase access to fun, engaging, hands-on STEM activities beyond the normal library programming efforts for underserved youth, 2) Increase children’s access to books over the summer months, and 3) Increase the number of children who minimize learning loss during the summer.

Grant Requirements

- Provide STEM activities for at least five weeks from May to August 31, 2025. HPL intends to host two weekly events for 8-9 weeks beginning in June in conjunction with the Hunger Coalition’s Bloom Truck Lunch service on Tuesdays and Thursdays.
- Provide the ICfL with the final number of people who engaged in Summer STEM activities and a summary of STEM experiences funded with the grant.
- Expend all grant funds on allowable expenses by the end of the grant period.
- Submit final grant report on how the STEM resources enhanced the library’s summer outreach.

Applications are awarded funding on a first-come, first-served basis. All types of publicly funded libraries in Idaho may apply, but only libraries providing STEM activities during the summer are eligible. If awarded, funds will be distributed in April. STEM programs must not start before May 1 but must conclude by August 31, 2025. HPL’s program will coincide with visits from the Hunger Coalition’s Bloom Truck summer lunch schedule starting in mid-June and ending in mid-August.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Approve the library’s grant application for ICfL’s Summer STEM Grant 2025 for \$500.

FOLLOW UP NOTES:

IDAHO COMMISSION FOR LIBRARIES – STEM GRANT APPLICATION

Due 3.15.2025

1. Program Overview: The STEM program will engage students in hands-on, interactive experiences to stimulate curiosity and foster a passion for science, technology, engineering, and mathematics. The summer program will aim to serve students from various backgrounds, offering a diverse range of activities that cater to different learning styles and interests.

2. Target Audience: Our target audience will be elementary students (K-6 grades) interested in learning about and exploring STEM topics. We plan to offer beginner and advanced options, ensuring that students of various skill levels can participate and learn.

3. Program Components:

- **STEM Workshops:**
We will conduct weekly workshops in areas such as robotics, coding, engineering, physics, and environmental science. Each workshop will combine short, interactive lessons with hands-on activities, where students can build projects and experiment with concepts in real time.
- **Maker Space:**
Students can access a "maker space" to work on individual or group projects such as building simple machines, constructing model bridges, or programming small robots. This space will encourage creativity and innovation, allowing students to apply what they've learned in workshops.
- **Field Trips:**
We plan to take students on local field trips to one or more of the following: Power Engineers, Sawtooth National Forest Headquarters, Bow Bridge, and Howard Preserve. These trips will provide real-world context and inspire students to see how STEM applies to everyday life.
- **STEM Competitions:**
To encourage friendly competition and teamwork, we will organize competitions such as a robotics challenge, coding contest, engineering design challenge, and, of course, our annual Egg Drop Contest. These will help students build problem-solving skills while working collaboratively.
- **Guest Speakers:**
We will invite STEM professionals, including engineers, programmers, and field experts, to give talks and interact with students. These sessions will offer career insights and provide students with role models in the field of STEM.

4. Resources and Materials: The \$500 grant will be primarily used for purchasing supplies and materials for the activities. This includes:

- Robotics kits and programmable devices
- Basic electronics kits (wires, sensors, motors)
- Building materials (cardboard, glue, straws, etc.)

- Lab equipment for experiments (magnets, batteries, measuring tools, etc.)
- Third Annual Egg Drop with the assistance of the City of Hailey's Street Department
- Owl Casting/Pelleting

5. Program Duration and Schedule: The program will run for 8-9 weeks, starting in mid-June and ending in mid-August 2025. Workshops and activities will take place on weekdays, Tuesdays, and Thursdays immediately following the Hunger Coalition's Bloom Truck Lunch Hour.

6. Expected Outcomes: By the end of the program, students will:

- Gain hands-on experience with basic STEM concepts and tools.
- Develop problem-solving, teamwork, and creative thinking skills.
- Build interest in STEM fields and introduce young children to potential careers in STEM fields.
- Build projects that they can showcase at the end of the program.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: March 10, 2025 **DEPARTMENT:** Library **DEPT. HEAD SIGNATURE:** Lyn Drewien

SUBJECT: Grant Agreement TAMR 25-11 and Resolution 2025 - ____ for Hailey Public Library for the 2025 "That All May Read" Grant from the Idaho Commission for Libraries for \$1,000.

AUTHORITY: ID Code IAR _____ City Ordinance/Code _____

BACKGROUND:

The Idaho Commission for Libraries (ICfL) *That All May Read* Grant is designed to assist libraries in building large-print collections, obtaining assistive technology, or providing outreach to people who are unable to read standard print or have difficulty holding a book due to a visual impairment, blindness, or other perceptual or physical disability. This grant helps libraries to build the capacity to serve their communities better. It also improves equitable access to information and reading materials in alternate formats for Idahoans unable to read standard print books.

This grant is facilitated by the Idaho Talking Book Service (TBS), a free audiobook library service with over 100,000 titles. The TBS is available to any Idaho resident who is blind, has a perceptual or reading disability, or cannot read standard print. As part of the grant, libraries must promote the TBS to increase awareness of the program throughout the state.

The goals of the grant are to:

1. Improve equitable access to information and reading materials in alternative formats for those unable to read standard print books.
2. Increase understanding of the communities they serve and the potential difficulties members might face in accessing or utilizing library resources such as standard-print books.
3. Increase the capacity of libraries to serve this segment of their communities better.
4. Increase statewide awareness of the Idaho Talking Book Service.

This funding will be used to purchase large-print books for the library's physical collection and reading glasses for patrons to use while in the library. HPL has received this grant yearly since 2022 and has utilized the funding to build the large print and our eaudiobook collection. Assistive tools such as reading glasses in various magnifications, large-print high-contrast computer keyboards, and magnifying glasses have also been purchased each year.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # 100-45-32216 Library Donations & Grants YTD Line Item Balance \$ _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

___ City Attorney XX City Clerk ___ Engineer XX Mayor
XX Administrator ___ Parks & Lands Board ___ Public Works XX Treasurer

RECOMMENDATION FROM THE APPLICABLE DEPARTMENT HEAD:

FOLLOW UP NOTES:

Ratify Grant Agreement TAMR 25-11 and Resolution 2025 - ____ library's grant for the "That All May Read" Grant from the Idaho Commission for Libraries in the amount of \$1,000.

CITY OF HAILEY RESOLUTION 2025 - ____

A RESOLUTION OF THE HAILEY CITY COUNCIL AUTHORIZING THE 2025 THAT ALL MAY READ GRANT AGREEMENT TAMR 25-11 BETWEEN THE CITY OF HAILEY AND THE IDAHO COMMISSION FOR LIBRARIES.

WHEREAS, Hailey Public Library has been awarded the “That All May Read Grant” for \$1,000 in conjunction with the Idaho Talking Book Service (TBS);

WHEREAS, Hailey Public aims to improve equitable access to information and reading materials in alternative formats for those unable to read standard print books and increase libraries’ understanding of the communities they serve;

WHEREAS, the Hailey Public Library will promote the Talking Book Service to library patrons to bring awareness that TBS is available to any Idaho resident with visual or hearing impairment, perceptual or reading disability, or is unable to read standard print; and;

WHEREAS, the term of this Agreement ends September 15, 2025, and grant requirements must be fulfilled before that date.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hailey, Idaho, that the THAT ALL MAY READ GRANT Agreement between the City of Hailey and the Idaho Commission for Libraries be approved.

PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL AND APPROVED BY THE MAYOR THIS ____ DAY OF _____, 2025.

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk

Grant Award Notification

Idaho Commission for Libraries

The Idaho Commission for Libraries (ICfL) has reviewed and approved your grant application. This signed award notification along with your attached application serves as the grant agreement/contract between the ICfL and the library named herein for this grant program.

Grant Award Number: TAMR 25-11

Award Recipient: Hailey Public Library

Award Amount: \$1,000

Grant Program: That All May Read Grant

Grant Period: February 24 - September 15, 2025

Final Report Due: September 15, 2025

Grant Status: Approved for Funding

Hailey Public Library

ICfL Authorizing Official Signature:

Stephanie Bailey-White, State Librarian

That All May Read Grant Application/Agreement 2025

I. Program Overview

The Idaho Commission for Libraries (ICfL) That All May Read Grant for \$1,000 is available to public and special (including tribal) libraries throughout Idaho. This grant is designed to assist libraries in building large-print collections, obtaining assistive technology, and/or providing outreach to people who are unable to read standard print due to a visual impairment, blindness, or other perceptual or physical disability, or have difficulty holding a book. This grant helps libraries to build the capacity to best serve their communities. It also improves equitable access to information and reading materials in alternate formats for Idahoans unable to read standard-print books.

This grant is being carried out in conjunction with the Idaho Talking Book Service (TBS), a free audiobook library service managed by the ICfL. There are more than 100,000 fiction and nonfiction titles in the TBS collection. The service is available to any Idaho resident who is blind, has a perceptual or reading disability, or is unable to read standard print. As part of the grant, libraries will be required to promote the TBS in order to increase awareness of the program throughout the state.

Federal Funding Information:

The Institute of Museum and Library Services awarded a grant to the Idaho Commission for Libraries for the LSTA State Grants Program. The grant commenced April 18, 2024, for the total amount of \$1,741,500.

The Federal Award ID Number (FAIN) is LS-256815-OLS-24 and the Federal Assistance Listing Number/Title is 45.310 State Library Program.

The Federal Award period of performance and budget period (between IMLS and ICfL) is October 1, 2023 - September 30, 2025.

II. Program Goals

1. Improve equitable access to information and reading materials in alternative formats for those unable to read standard-print books.
2. Increase libraries' understanding of the communities they serve, and the potential difficulties community members might face in accessing or utilizing library resources such as standard-print books.
3. Increase the capacity of libraries to serve this segment of their communities.
4. Increase statewide participation in the Idaho Talking Book Service.

III. Eligibility

This grant is open to public and special (including tribal) libraries in Idaho. One application/award per

library legal entity. Multi-branch systems must submit a single application. For definitions of library types, please see ICfL's grant eligibility requirements at <https://libraries.idaho.gov/grants-funding/grant-eligibility/>.

To apply for this grant, the organization must obtain a Unique Entity Identifier (UEI) number from the federal System of Award Management (SAM) and the UEI must remain in active status during the grant period. The UEI replaces the requirement for a DUNS number. Obtaining a UEI is free, but can take upwards of a week to several months if your entity is not already in the SAM system. Please see the SAM website for more information at <https://sam.gov/content/home>.

IV. Selection Process and Agreement Instrument

Applications deemed eligible and complete will be approved on a first-come, first-served basis. However, priority will be given to first-time applicants to encourage new participation and support those who have not previously received funding.

Official award notifications will be signed by the ICfL authorizing official, the State Librarian, or alternate assigned official. The completed application signed by the applicant, along with the official award notification signed by the ICfL authorizing official, will serve as the agreement/contract for this grant.

V. Key Dates

Submit Applications: January 6 - January 31, 2025

Grant Period: February 24 - September 15, 2025

Interim Report Due: May 31, 2025

Final Report Due: September 15, 2025

VI. Program Requirements

A. **Award Summary.** The ICfL will disburse a \$1,000 grant to each approved library for the purpose of building large-print collections, obtaining assistive technology, and/or providing outreach to people who are unable to read standard print due to a visual impairment, blindness, or other perceptual or physical disability, or have difficulty holding a book.

B. **Required Activities.** The library agrees to:

1. Increase library services for people unable to read standard-print books and magazines. Activities such as purchasing large-print collections, obtaining assistive technology, or conducting outreach programs are allowable.

2. Watch the "TBS Outreach Video 2021" video found on the ICfL Youtube channel at: <https://www.youtube.com/watch?v=d63asSh7VCg>.

3. Complete a minimum of two activities during the grant period to promote the Idaho Talking Book Service. More information about the TBS can be found at <https://libraries.idaho.gov/tbs/>. See the That All May Read Mini-Grant website for ideas on promoting the service.

C. **Allowable Expenditures.** A grantee may only use program funds for allowable costs, as defined in the federal grant funds Uniform Guidance (2 C.F.R. Part 200), which includes the requirement that costs be reasonable and necessary for the accomplishment of program objectives. The following is an abbreviated list of allowable grant expenses. It is not intended to be exhaustive or exclusive. Applicants should contact the ICfL if they are unsure if their proposed idea or expenditure is allowable.

1. Large-print books, magazines, and print materials.

2. Audiobooks, audio magazines, and other audio recordings (that take the place of print media).
3. Assistive technology, materials, or supplies to assist in reading or listening to books or library materials (i.e. tablet, headphones).
4. Library displays and materials that are directly related to the purpose of the grant.
5. Advertising or publicity specifically related to the grant for program-specific outreach. Includes promotional flyers, brochures, and marketing materials to inform community members of the library's resources and activities related to the grant.

D. **Non-allowable Expenditures.** The following is an abbreviated list of non-allowable grant expenses. It is not intended to be exhaustive or exclusive. Applicants should contact the ICfL if they are unsure if a cost is allowable. The following items are not allowable grant expenses:

1. Food and beverages.
2. Capital expenditures related to the purchase of real property, buildings, or motor vehicles.
3. Construction expenditures related to the improvement or expansion of buildings and facilities.
4. Advertising or publicity not related directly to the programs carried out through the grant.
5. Promotional items and memorabilia, including models, gifts, and souvenirs.
6. Compensation including salaries and wages for staff involved in carrying out the grant program.
7. Furniture.

E. **Reporting Requirements.**

1. Document grant expenditures through receipts, accounting system reports, and/or PAID invoices. Spending documentation must be submitted with the final report. Any grant funds not accounted for through documented spending must be returned to the ICfL.
2. Collect program data required by the ICfL for submission with the final report.
3. Subrecipient permits ICfL and auditors to access the subrecipient's records and financial statements for ICfL to fulfill its monitoring requirements.
4. Submit interim report by May 31, 2025.
5. Submit final report by September 15, 2025. All funds must be expended, with documentation, by this date.

F. **Records Retention.** The grantee must retain grant records for a period of three years following the end of the award period. Records include the grant application/agreement, award letter, correspondence, reports, and receipts.

G. **Acknowledgement.** This grant is administered by the Idaho Commission for Libraries and was made possible in part by the federal Institute of Museum and Library Services (IMLS) award number LS-256815-OLS-24, Assistance Listing Number 45.310. Please acknowledge the IMLS and ICfL in signage, brochures, websites, press releases, and public events funded by or describing this grant program.

H. **Funding.** The ICfL plans to disburse funds to awarded libraries at the beginning of the grant period. A check will be mailed from the State of Idaho to the W-9 provided by the library. An organization may choose to sign up for electronic deposits by contacting the ICfL. Disbursement of awards is conditional upon the ICfL's receipt of funds from the IMLS. If funds become unavailable to the ICfL for any reason, the ICfL reserves the right to delay or withhold funding from awarded libraries, or cancel this grant program. The ICfL will notify awarded libraries in writing if funding becomes unavailable.

VII. Application Instructions

The online application must be completed in one sitting and **cannot** be saved for completion at a later time. We suggest drafting responses in a separate document prior to completing the online form. The application must be signed and submitted with an electronic signature on or before January 31, 2025 at 11:55 p.m. MT. This application will serve as your official grant agreement if you are notified in writing that your organization has been approved for funding. The ICfL will notify all applicants whether or not they were selected for funding.

If you have questions about the application process, please contact either of the following staff members at the Idaho Commission for Libraries:

- LeAnn Gelskey, Talking Book Service Program Supervisor, at leann.gelskey@libraries.idaho.gov or (208) 639-4148
- Jamie Thill, Grants Officer, at jamie.thill@libraries.idaho.gov or (208) 639-4153

VIII. Applicant Information

Library Name:	Hailey Public Library
Branch Name (if applicable):	Hailey Public Library
Mailing Address:	7 West Croy Street Hailey, Idaho, 83333
UEI Number from SAM - 12 Characters:	VQGYGULKZM44
Person Submitting this Application:	
Preparer's Name:	Laura Primrose
Preparer's Title:	Reference Librarian
Preparer's Phone Number:	2087882036
Preparer's Email Address. An auto-copy of this application will be sent to this email address upon submission.	laura.primrose@haileypubliclibrary.org
Authorizing Official Name (if different):	Lyn Drewien
Authorizing Official Title (if different):	Library Director
Authorizing Official Email Address (if different):	lyn.drewien@haileypubliclibrary.org

IX. Application Questions

A. Project Summary. Provide a summary of your proposed project. Describe how you plan to provide increased access to those with reading disabilities. (minimum 200 words)

The City of Hailey demographics have changed dramatically in the past few years, especially since the pandemic. Nearly 15% of city residents are 65 years or older and almost 24% of county residents fall into this category. Since the introduction of a low-cost limited use library card, any member of our community is now eligible for an account, and we have seen a significant increase in library usage by members of this demographic. Library usage has also grown, partly due to rising costs and the desire to use our library resources that are more affordable or free. We see older adults and individuals with visual impairment using our library exclusively for access to reading material, computers and printing.

We want to continue increasing our physical large print book collection to keep pace with growing interest and ensure we have new reading material for a demographic that are voracious readers. This grant provides enough funding for the purchase of approximately 50-60 large print titles that makes a noticeable difference in the variety of titles we can offer in this genre.

We will also use this funding to purchase additional assistive instruments, particularly reading glasses. They are very popular and who doesn't forget their readers from time to time. I cannot count how many times I have heard a library patron say "Oh, I forgot my glasses!" They are very grateful they can borrow a pair.

I visit the Senior Connection during lunch time at least twice a month and sharing new titles is always fun and exciting for me, and the lunch looks forward to hearing what new books we have purchased. I also bring along holds and often check out titles directly to library patrons at the Senior Connection or set up a new card for a first-time user.

We've been very fortunate to get this grant for consecutive years, and it is one of our favorite grants because its value is far outweighed by the dollar amount. We've been able to connect readers to resources that include physical books and talking books in so many ways.

B. Project Budget. Describe how you anticipate spending grant funds. (minimum 100 words)

We wish to purchase between 50 - 60 large print books to add to our physical collection. We recently created a new and larger space for large print books, and can easily accommodate this higher number of titles.

We also plan to purchase assistive tools, specifically reading glasses in various magnification sizes for use in the library and to give to patrons who may be in need.

The budget also includes printed materials for library displays and visits to the Senior Connection. However, the library will absorb those costs to save as much funding as possible for books and assistive tools.

C. Talking Book Service. Describe your initial plans for conducting two outreach activities to let Idahoans know about the free Talking Book Service. See the That All May Read Mini-Grant website for ideas at <https://libraries.idaho.gov/grants-funding/monetary-grants/that-all-may-read-mini-grant/>. (minimum 100 words)

- We have a dedicated social media staff member who will schedule regular Instagram and Facebook posts.
- At each adult library program, I will give a short talk about our collections and the TBS program.
- We will include information in our weekly newsletter about our new large print books, assistive tools, and the Talking Book Service at least one a month.
- We have TBS brochures in our Telehealth Space and throughout the library.
- We plan to set up at the Senior Connection two days per week during the lunch hour to promote our collections and access to books, including the Talking books.
- We provide our local Meals on Wheels service with brochures to give out at meal delivery.
- Host a workshop at your library or online discussing the TBS and other library services.

D. Would your library like to become more involved with promoting TBS to the local community, above and beyond the grant requirements? If so the ICfL will send you additional supplies and materials to promote TBS.

X. Federal Certifications and Assurances

Applicants receiving grant funds disbursed by the ICfL must agree to comply with the following federal assurances and certifications. Please note, if you cannot agree to all these statements, your library will not be eligible to apply for this grant.

Nondiscrimination

The applicant certifies that it will comply with the following nondiscrimination statutes and their implementing regulations:

- A. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d et seq.), which prohibits discrimination on the basis of race, color, or national origin (note: as clarified by Executive Order No. 13166, the applicant must take reasonable steps to ensure that limited English proficient (LEP) persons have meaningful access to the applicant's programs (see IMLS guidance at 68 Federal Register 17679, April 10, 2003);
- B. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 701 et seq. including §794), which prohibits discrimination on the basis of disability (note: IMLS applies the regulations in 45 C.F.R. part 1170 in determining compliance with section 504 as it applies to recipients of Federal assistance);
- C. Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 16811683, 1685–1686), which prohibits discrimination on the basis of sex in education programs;
- D. The Age Discrimination in Employment Act of 1975, as amended (42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age; and
- E. The requirements of any other nondiscrimination statute(s) which may apply.

Debarment and Suspension

The applicant shall comply with 2 C.F.R. part 3185 and 2 C.F.R. part 180, as applicable. The authorized representative, on behalf of the applicant, certifies to the best of his or her knowledge and belief that neither the applicant nor any of its principals:

- A. Are presently excluded or disqualified;
- B. Have been convicted within the preceding three years of any of the offenses listed in 2 C.F.R. §180.800(a) or had a civil judgment rendered against it or them for one of those offenses within that time period;
- C. Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in 2 C.F.R. §180.800(a); or
- D. Have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

Where the applicant is unable to certify to any of the statements in this certification, the authorized representative shall attach an explanation.

The applicant is required to comply with 2 C.F.R. part 180 subpart C (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) as a condition of participation in the award. The applicant is also required to communicate the requirement to comply with 2 C.F.R. part 180 subpart C (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) to persons at the next lower tier with whom the applicant enters into covered transactions.

Prohibition Against Lobbying, Publicity, and Propaganda

In accordance with Federal appropriations law, no funds provided through this grant or contract may be used for publicity or propaganda purposes for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to

support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government. No IMLS funds may be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body.

Certification Regarding Lobbying Activities

For applicants entering into a grant or cooperative agreement in excess of \$100,000 (as required by 31 U.S.C. § 1352), the applicant certifies to the best of his or her knowledge and belief that:

A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the authorized representative, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

B. If any funds other than Federal appropriated funds have been paid or will be paid to any person (other than a regularly employed officer or employee of the applicant, as provided in 31 U.S.C. § 1352) for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the authorized representative shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

C. The authorized representative shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when the transaction is made or entered into. Submission of this certification is a prerequisite for making or entering into the transaction imposed by 31 U.S.C. § 1352.

Trafficking in Persons

The applicant must comply with Federal law pertaining to trafficking in persons. Under 22 U.S.C. § 7104(g), any grant, contract, or cooperative agreement entered into by a Federal agency under which funds are to be provided to a private entity shall include a condition that authorizes the Federal agency (IMLS) to terminate the grant, contract, or cooperative agreement, or take other authorized actions, if the grantee or any subgrantee, or the contractor or any subcontractor, engages in, or uses labor recruiters, brokers, or other agents who engage in trafficking in persons, the procurement of a commercial sex act, the use of forced labor, or acts that directly support or advance trafficking in persons.

Internet Safety

The applicant shall comply with Idaho Code 33-2741, if applicable. If Federal funds are used to purchase computers used to access the internet or to pay for direct costs associate with accessing the internet, the authorized representative provides assurances that the applicant is in compliance with 20 U.S.C. § 9134(f), which sets out standards relating to internet safety for libraries that do not receive services at discount rates under § 254(h)(6) of 47 U.S.C.

Whistleblower Protections

An employee of a recipient or subrecipient must not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in paragraph (a)(2) of 41 U.S.C. 4712 information that the employee reasonably believes is evidence of gross

mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant. The recipient and subrecipient must inform their employees in writing of employee whistleblower rights and protections under 41 U.S.C. 4712. See statutory requirements for whistleblower protections at 10 U.S.C. 4701, 41 U.S.C. 4712, 41 U.S.C. 4304, and 10 U.S.C. 4310.

As the authorized representative, I hereby certify to the best of my knowledge and belief, that the applicant is in compliance with the above federal assurances and certifications.

I agree

XI. Signature and Submission

Please review the following statements before signing and submitting this application:

A. If awarded, the library agrees to meet the grant requirements outlined in this application/agreement.

B. If awarded, the applicant's legal entity agrees to expend all funds received for the purposes outlined in this application/agreement and understands that any grant funds that are not expended at the end of the grant period must be returned to the ICfL.

C. I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812.

D. I certify that I have the authority to submit this application on behalf of my organization.

By signing this application, you are certifying that the statements herein are true, complete, and accurate to the best of your knowledge. After signing, click the "Submit" button. A copy of this application will be automatically emailed to you and the library authorizing official.

laura.primrose@haileypubliclibrary.org

Saturday, January 25, 2025

If you have any questions about this program or your application please contact Talking Book Service Program Supervisor LeAnn Gelskey at leann.gelskey@libraries.idaho.gov, (208) 639-4148, or Grants/Contracts Officer Jamie Thill at jamie.thill@libraries.gov, (208) 639-4153.

Applicants will be notified of their grant status by February 23, 2024.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: March 10, 2025

DEPARTMENT: Library

DEPT. HEAD SIGNATURE: Lyn Drewien

SUBJECT

Hailey Public Library’s grant application for the Idaho Commission for Libraries (ICfL) Digital Access for All Idahoans Monetary Grant for \$150,000 to hire a full-time bilingual (Spanish/English) Tech Librarian for the 18-month grant period.

AUTHORITY: I.D. Code I.A.R. _____ City Ordinance/Code _____

BACKGROUND:

In October 2024, The Idaho Commission for Libraries announced that the National Telecommunications and Information Administration (NTIA) awarded Idaho more than \$6.3 million to implement the Digital Access for All Idahoans (DAAI) Plan. Over 80% of these funds will be subgranted to community-based organizations to facilitate local solutions to digital access divides.

In 2025, the Idaho Commission for Libraries will award between \$10,000 and \$150,000 to successful grant applicants for the Digital Access for All Idahoans Monetary Grant. The pool of eligible applicants includes state agencies, tribal agencies, non-profit organizations, community anchor institutions, local educational agencies, workforce development programs, or partnerships between these organizations. Subgrant activities may include hiring digital navigators to provide local and regional in-person support, creating and hosting digital skills and cybersecurity training opportunities, and providing technical support and low-cost devices.

Program Goals:

1. Enhance Digital Inclusion: Increase broadband adoption, digital skills, cybersecurity awareness, and access to technical support and devices among the covered populations.
2. Strengthen Institutional Capacity: Build the capacity of subgrantees to better serve their communities through staff participation in an ICfL learning cohort focused on digital inclusion and equity.
3. Foster Community Engagement: Support grantees and covered populations in achieving objectives related to civic and social engagement, economic and workforce development, education, health, and delivering essential services.

Digital Access Objectives:

1. Equip Idahoans with the knowledge to compare internet service plans effectively.
2. Increase the number of incarcerated individuals attaining digital skills certifications.
3. Boost overall confidence in digital skills among participants.
4. Mitigate apprehension associated with internet use.
5. Enhance confidence in cybersecurity practices.
6. Reduce the number of Idahoans experiencing device malfunction without resolution.
7. Ensure digital navigators effectively serve 7,000 clients annually.
8. Maintain a high level of customer satisfaction for digital navigation services.
9. Increase ownership of digital devices among target populations.
10. Provide access to new or refurbished devices to enhance digital inclusion.

Successful applicants are required to submit quarterly grant reports and expenses for reimbursement. This requirement has changed since the grant was announced. Initially, the full award was to be disbursed at the start of the grant. The grant period begins on the award date and ends eighteen months after the award date.

The assigned federal Assistance Listing Number for this award is 11.032. The Federal Award Identification Number (FAIN) for the award to the State of Idaho is 16-31-DS038.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Approve the Library's grant application for the Idaho Commission for Libraries Digital Access for All Idahoans Monetary Grant for \$150,000.

FOLLOW UP NOTES:



Prepared by Hailey Public Library
for Idaho Commission for Libraries The Digital Access for All Idahoans (DAAI) Monetary Grant 2024

Opportunity Details

Opportunity Information

Title

The Digital Access for All Idahoans (DAAI) Monetary Grant 2024

Description

The Idaho Commission for Libraries (ICfL) is pleased to announce the Digital Access for All Idahoans (DAAI) Grant, an initiative designed to bridge the digital divide that limits many Idaho residents from accessing essential technology resources.

The DAAI Grant offers funding awards ranging from \$10,000 to \$150,000 to support subgrantees in enhancing their digital access programs tailored for populations that are particularly vulnerable to digital exclusion. Eligible programs should focus on increasing broadband adoption, enhancing digital literacy, promoting cybersecurity awareness, and improving access to technical support and affordable devices. Subgrantees are required to engage individuals from the eight designated populations identified in the Infrastructure Investment and Jobs Act of 2021 - households with incomes below 150% of the poverty level, seniors, incarcerated individuals, veterans, individuals with disabilities, those facing language barriers, members of racial and ethnic minority groups, and residents of rural areas.

Eligible activities under this grant may encompass the employment of digital navigators to provide localized and regional support, the development and facilitation of digital skills and cybersecurity training, and the provision of technical support and low-cost devices. Subgrantees are strongly encouraged to establish or expand partnerships with community organizations to effectively reach and serve members of the identified populations. Collaborative efforts should focus on identifying specific digital access needs and utilizing grant funds to address those needs.

Program Goals:

1. Enhance Digital Inclusion: Increase broadband adoption, digital skills, cybersecurity awareness, and access to technical support and devices among the covered populations.
2. Strengthen Institutional Capacity: Build the capacity of subgrantees to better serve their communities through staff participation in an ICfL learning cohort focused on digital inclusion and equity.
3. Foster Community Engagement: Support grantees and covered populations in achieving objectives related to civic and social engagement, economic and workforce development, education, health, and the delivery of essential services.

Digital Access Objectives:

1. Equip Idahoans with the knowledge to compare internet service plans effectively.
2. Increase the number of incarcerated individuals attaining digital skills certifications.
3. Boost overall confidence in digital skills among participants.
4. Mitigate apprehension associated with internet use.
5. Enhance confidence in cybersecurity practices.
6. Reduce the number of Idahoans experiencing device malfunction without resolution.
7. Ensure digital navigators effectively serve 7,000 clients annually.
8. Maintain a high level of customer satisfaction for digital navigation services.
9. Increase ownership of digital devices among target populations.
10. Provide access to new or refurbished devices to enhance digital inclusion.

Through the DAAI Grant, the ICfL is committed to fostering an equitable digital landscape for all Idahoans, ensuring that technological advancements are accessible to every member of our community.

Awarding Agency Name

Idaho Commission for Libraries

Manager

ICFL Grants

Additional Users

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/403dfd41-2125-47a8-bb11-c0699e86969e>

Is Published

Yes

Award Information

Award Range

\$10,000.00 - \$150,000.00

Award Announcement Date

11/4/2024

Award Type

Competitive

Submission Information

Submission Window

11/04/2024 8:00 AM - 01/06/2025 2:55 PM

Allow Multiple Applications

No

Question Submission Information

Question Submission Additional Information

If you have questions about the grant application or the application process, please contact Digital Inclusion Consultant Chelsea Summerlin at chelsea.summerlin@libraries.idaho.gov, (208) 639-4175, or Grants/Contracts Officer Jamie Thill at jamie.thill@libraries.idaho.gov, (208) 639-4153.

Technical Assistance Session

Technical Assistance Session

Yes

Session Date and Time

11/14/2024 9:00 PM

Conference Info / Registration Link

<https://libraries.idaho.gov/event/digital-access-for-all-idahoans-grant-webinar/>

Eligibility Information

Additional Eligibility Information

All applicants must be located in and perform work in Idaho. Who can apply:

1. The State, a political subdivision, agency, or instrumentality of the State, an Indian Tribe located in the State, an Alaska Native entity located in the State, or a Native Hawaiian organization located in the State.
2. A community anchor institution, other than a school, that is located in the State (see key definitions below).
3. A local educational agency that is located in the State (see key definitions below).
4. An entity located in the State that carries out a workforce development program.
5. A foundation, corporation, institution, association, or coalition that is a not-for-profit entity; providing services in the State; and not a school.
6. A multi-branch library system must submit a single application.
7. An agency of the State that is responsible for administering or supervising adult education and literacy activities in the State.
8. A public or multi-family housing authority that is located in the State; or

9. A partnership between any of the entities described above.

To apply for this grant, the organization must obtain a non-proprietary Unique Entity Identifier (UEI) number from the federal System of Award Management (SAM). The UEI is a requirement for grantees receiving federal funds administered by the ICfL and replaces the requirement for a DUNS number. Obtaining a UEI is free but can take a week to several months if your entity is not already in the SAM system. Please see the SAM website for more information: <https://sam.gov/content/home>.

KEY DEFINITIONS:

Digital Equity: The term "digital equity" means the condition in which individuals and communities have the information technology capacity that is needed for full participation in the society and economy of the United States.

Digital Inclusion: The term "digital inclusion" means the activities that are necessary to ensure that all individuals in the United States have access to, and the use of, affordable information and communication technologies, such as:

- Reliable fixed and wireless broadband internet service;
 - Internet-enabled devices that meet the needs of the user; and
 - Applications and online content designed to enable and encourage self-sufficiency, participation, and collaboration.
- This includes:
- Obtaining access to digital literacy training
 - The provision of quality technical support
 - Obtaining basic awareness of measures to ensure online privacy and cybersecurity

Digital Literacy: The term "digital literacy" means the skills associated with using technology to enable users to find, evaluate, organize, create, and communicate information.

Covered Populations: The term "Covered Populations" means

- Individuals who live in covered households (full definition is below);
- Aging individuals;
- Incarcerated individuals (as defined by the State or Territory), other than individuals who are incarcerated in a federal correctional facility;
- Veterans;
- Individuals with disabilities;
- Individuals who are members of a racial or ethnic minority group;
- Individuals who primarily reside in a rural area
- Individuals with a language barrier, including individuals who are English learners and/or have low levels of literacy

Aging Individual: The term "aging individual" means an individual who is 60 years of age or older.

Community Anchor Institution: The term "community anchor institution" means a public school, a public or multi-family housing authority, a library, a medical or healthcare provider, a community college or other institution of higher education, a State or Territory library agency, and any other nonprofit or governmental community support organization.

Covered Household: The term "covered household" means a household in which the income for the most recently completed year is not more than 150 percent of an amount equal to the poverty level, as determined by using criteria of poverty established by the Bureau of the Census.

Individuals with disabilities: The term "disability" means, with respect to an individual, (a) a physical or mental impairment that substantially limits one or more major life activities of such individual; (b) a record of such impairment; or (c) being regarded as having such an impairment.

Local Educational Agency: Generally, a local educational agency means a public board of education or other public authority legally constituted within a state for either administrative control or direction of, or to perform a service function for, public elementary schools or secondary schools in a city, county, township, school district, or other political subdivision of a State, or for a combination of school districts or counties as are recognized in a State as an administrative agency for its public elementary schools or secondary schools.

Individuals who primarily reside in a rural area: The term "rural area" means any area other than (a) a city or town that has a population of greater than 50,000 inhabitants; (b) any urbanized area contiguous and adjacent to a city or town that has a population of greater than 50,000 inhabitants; and (c) in the case of a grant, a city, town, or incorporated area that has a population of greater than 20,000 inhabitants.

Veterans: The term "veteran" means a person who served in the active military, naval, air, or space service, and who

was discharged or released therefrom under conditions other than dishonorable.

Additional Information

Additional Information URL

<https://libraries.idaho.gov/grants-funding/grant-eligibility/>

Additional Information URL Description

If you have questions about the grant application or the application process, please contact Digital Inclusion Consultant Chelsea Summerlin at chelsea.summerlin@libraries.idaho.gov, (208) 639-4175, or Grants/Contracts Officer Jamie Thill at jamie.thill@libraries.idaho.gov, (208) 639-4153.

Project Information

Application Information

Application Name
Digital Access for All

Award Requested
\$150,000.00

Total Award Budget
\$150,000.00

Primary Contact Information

Name
Lyn Drewien

Email Address
library.staff@haileypubliclibrary.org

Address
**7 W Croy Street
Hailey, Idaho 83333**

Phone Number
(208) 788-2036

Project Description

Grant Information and Requirements



Award Summary

Grant recipients will receive awards ranging from \$10,000 to \$150,000 to be used within a 1.5-year grant period for the purpose of performing activities to increase or improve digital access for Idaho residents, in alignment with the needs outlined in the Digital Access for All Idahoans Plan. Grant projects should focus on benefiting covered populations, as defined in this application.

Key Definitions

Digital Equity: The term “digital equity” means the condition in which individuals and communities have the information technology capacity that is needed for full participation in the society and economy of the United States.

Digital Inclusion: The term “digital inclusion” means the activities that are necessary to ensure that all individuals in the United States have access to, and the use of, affordable information and communication technologies, such as—

- Reliable fixed and wireless broadband internet service;
- Internet-enabled devices that meet the needs of the user; and
- Applications and online content designed to enable and encourage self-sufficiency, participation, and collaboration.

This includes:

- Obtaining access to digital literacy training;
- The provision of quality technical support; and
- Obtaining basic awareness of measures to ensure online privacy and cybersecurity.

Digital Literacy: The term “digital literacy” means the skills associated with using technology to enable users to find, evaluate, organize, create, and communicate information.

Covered Populations: The term “Covered Populations” means:

- Individuals who live in covered households;
- Aging individuals;
- Incarcerated individuals (as defined by the State or Territory), other than individuals who are incarcerated in a federal correctional facility;

- Veterans;
- Individuals with disabilities;
- Individuals who are members of a racial or ethnic minority group; and
- Individuals who primarily reside in a rural area;
- Individuals with a language barrier, including individuals who are English learners and/or have low levels of literacy

Aging Individual: The term “aging individual” means an individual who is 60 years of age or older.

Community Anchor Institution: The term “community anchor institution” means a public school, a public or multi-family housing authority, a library, a medical or healthcare provider, a community college or other institution of higher education, a State or Territory library agency, and any other nonprofit or governmental community support organization.

Covered Household: The term “covered household” means a household in which the income for the most recently completed year is not more than 150 percent of an amount equal to the poverty level, as determined by using criteria of poverty established by the Bureau of the Census.

Individuals with disabilities: The term “disability” means, with respect to an individual, (a) a physical or mental impairment that substantially limits one or more major life activities of such individual; (b) a record of such impairment; or (c) being regarded as having such an impairment.

A local educational agency: Generally, a local educational agency means a public board of education or other public authority legally constituted within a state for either administrative control or direction of, or to perform a service function for, public elementary schools or secondary schools in a city, county, township, school district, or other political subdivision of a State, or for a combination of school districts or counties as are recognized in a State as an administrative agency for its public elementary schools or secondary schools.

Individuals who primarily reside in a rural area: The term “rural area” means any area *other than* (a) a city or town that has a population of greater than 50,000 inhabitants; (b) any urbanized area contiguous and adjacent to a city or town that has a population of greater than 50,000 inhabitants; and (c) in the case of a grant, a city, town, or incorporated area that has a population of greater than 20,000 inhabitants.

Veterans: The term “veteran” means a person who served in the active military, naval, air, or space service, and who was discharged or released therefrom under conditions other than dishonorable.

Required Activities

Subrecipients must complete the following activities during the grant period:

1. Assist with the implementation of the Digital Access for All Idahoans Plan by using funds to perform activities to increase or improve digital access for Idaho residents. Suggested activities include, but are not limited to, the following:
 - a. Increase participation and awareness of covered populations in broadband affordability programs.
 - b. Increase digital skill levels, particularly among Idaho's covered populations.
 - c. Increase the number of youth engaged in digital skills education.
 - d. Increase Idahoans' cybersecurity training.
 - e. Establish a digital navigator program to address the digital access needs of covered populations.
 - f. Establish technical support options.
 - g. Increase the affordability of devices through investment in refurbished devices.
2. Serve covered populations, as defined in this application.
3. At least one staff member will participate in a learning cohort with the ICfL and other participating subgrantees throughout the project period. The staff member must attend at least three out of six online learning sessions.
4. Recipients are encouraged, but not required, to develop or strengthen an existing partnership with at least one community partner such as a volunteer organization, service organization, senior center, club, cultural organization, local department of labor or health, or veteran's organization. The selected partner must be working with covered populations.

Allowable Expenses

A recipient may only use program funds for allowable costs, as defined in the federal grant funds Uniform Guidance (2 C.F.R. Part 200), which includes the requirement that costs be reasonable, necessary, and allocable for the accomplishment of program objectives, and conform to generally accepted accounting principles. The following is an abbreviated list of allowable grant expenses. It is not intended to be exhaustive or exclusive. Applicants should contact the ICfL if they are unsure if their proposed idea/expenditure is allowable.

1. **Materials and Supplies.** Supplies are generally defined as items with an acquisition cost of \$10,000 or less and a useful life expectancy of less than one year. Supplies are usually consumed during the project performance. Please refer to the applicable Federal regulations in 2 CFR 200.1 and 2 CFR 200.314 for specific supply definitions and treatment.
2. **Personnel Compensation.** Compensation for personnel services including wages and salaries paid for services of employees rendered during the period of performance under the award. Costs of compensation are allowable to the extent that they satisfy the specific requirements of this award. The total compensation for individual employees must be reasonable for the services rendered and comparable to rates paid for similar work in the local labor market. Grant funds may only be used for hours worked to carry out the grant project. Organizations using grant funds for personnel hours will be asked to provide payroll expense reports along with documentation tracking hours and associated tasks as part of the reporting process.
3. **Fringe Benefits.** Fringe benefits are provided to employees as compensation in addition to regular salaries and wages. Fringe benefits include, but are not limited to, the costs of leave (vacation, family-related, sick, or military), employee insurance, pensions, and unemployment benefit plans. Fringe benefits are allowable if they are reasonable and are required by the employment agreement, or an established policy of the organization. The costs must be equitably allocated to the award based on time spent on the project. The costs of employer contributions for social security, employee life, health, unemployment, and worker's compensation insurance; pension plan costs; and other similar benefits are allowable as long as they are allocated according to time spent on the project.
4. **Equipment.** Equipment means a single item of tangible, personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$10,000. Please refer to the applicable Federal regulations in 2 CFR 200.1 and 2 CFR 200.313 for specific equipment definitions and treatment.
5. **Travel.** Only travel directly associated with this award should be included as a direct travel cost to the award. Federal travel regulations are contained within the applicable cost principles for all entity types. Travel costs should remain consistent with travel costs incurred by an organization during normal business operations as a result of the organization's written travel policy. In the absence of a written travel policy, organizations must follow the regulations prescribed by the General Services Administration (GSA).
6. **Professional and technical consultant services.** Costs of professional and consultant services rendered by persons who are members of a particular profession or possess a special skill, and who are not employees on the organization's payroll.
7. **Other Services.** Services procured from other entities such as website subscription fees.
8. **Indirect Costs:** If indirect costs are included in the proposed budget, the applicant must provide a copy of the approved negotiated indirect cost rate agreement if this rate was negotiated with a cognizant federal agency.

Unallowable Expenses

The following is an abbreviated list of non-allowable grant expenses. It is not intended to be exhaustive or exclusive. Applicants should contact the ICfL if they are unsure if a cost is allowable. The following items are not allowable grant expenses:

1. Food and beverages.
2. Capital expenses related to the purchase of real property, buildings, or motor vehicles.
3. Construction expenses related to the improvement or expansion of building or facilities.
4. Advertising or publicity not related directly to the grant project and its implementation.
5. Promotional items and memorabilia, including models, gifts, and souvenirs.

6. Costs of entertainment, including amusement, diversion, and social activities and any associated costs, except where specific costs that might otherwise be considered entertainment have a programmatic purpose - and are pre-approved in the grant application/agreement budget.
7. Broadband installation or broadband upgrades.

Other Expense Considerations:

1. Grant funds should supplement, not supplant or replace, other funding sources.
2. Deployment of broadband infrastructure to connect broadband serviceable locations should be accomplished through other programs, including the Broadband Equity, Access, and Deployment (BEAD), unless that installation of broadband infrastructure is necessary to accomplish an eligible program, activity, or intervention.
3. Subgrantees are prohibited from using program funds to conduct website upgrades or other accessibility projects otherwise required by law.
4. A profit, fee, or other incremental charge above the actual cost is not allowable.
5. Subgrant funds awarded under this program may not be used directly or indirectly as an offset for other funds to support or oppose collective bargaining.

Reporting Requirements

Recipients agree to:

1. Submit interim reports at six month intervals. Reports will be due September 30 and March 31 of each year the award is active. Reports will include a progress report and financial report along with any specific information required by our funding partner, the National Telecommunications and Information Administration (NTIA). Reports should reflect activity during the previous 6 month period.
2. Submit the final report within 30 days following the end of the grant period.
3. Document grant expenditures through receipts, payroll reports, accounting system reports, and/or paid invoices. Spending documentation must be submitted with the final report. Any grant funds not accounted for through documented spending must be returned to the ICfL at the end of the award period. The ICfL reserves the right to audit or review grant expenditure records at any time during the grant period.
4. Collect program data required by the ICfL or our funding partner, the NTIA. Submit information with quarterly and final reports. In addition to narrative and financial questions, applicants will be required to provide the following information in the final report:
 - o Number of covered population(s) served;
 - o Number of people served within each covered population;
 - o Total number of people served;
 - o Number of programs implemented by type;
 - o Anecdotal/personal testimony demonstrating the positive impact of the program;
 - o Quantifiable evidence of progress toward the measurable objectives identified in the Digital Access for All Idahoans Plan;
 - o Impact on the State goals regarding:
 - Economic and workforce development outcomes;
 - Educational outcomes;
 - Health outcomes;
 - Civic and social engagement; and
 - Delivery of essential services.

Records Retention

Grant recipients must retain grant records for a period of five years following the end of the award period. Records include the grant application/agreement, award letter, correspondence, reports, financial records, and receipts. Recipients agree to provide access to grant records at any time during the grant period for an audit, inspection, or other investigation by the ICfL, its representative, the NTIA, or Government Accountability Office - for the purpose of audit, inspection, or any other investigation. This includes providing timely access to personnel for the purpose of interview and discussion related to grant documents.

Acknowledgement

This grant is administered by the Idaho Commission for Libraries and was made possible in part by the Bipartisan Infrastructure Law administered by the National Telecommunications and Information Administration (NTIA). Recipients agree to acknowledge these funding sources in signage, brochures, websites, press releases, public events, etc., funded by this grant. The assigned federal Assistance Listing Number for this award is 11.032. The Federal Award Identification Number (FAIN) for the award to the State of Idaho is 16-31-DS038.

Funding Details

The grant period will commence on the award date and conclude 18 months thereafter. The subgrant process will be competitive and necessitate a comprehensive application. Funding will be disbursed upfront, and the total number of grants awarded will be determined by the requested dollar amounts from selected grantees.

The ICfL plans to disburse funds to awarded libraries at the beginning of the grant period. Disbursement of awards is conditional upon ICfL's receipt of NTIA funds. If NTIA funds become unavailable to the ICfL for any reason, the ICfL reserves the right to delay or withhold funding from awarded libraries or cancel this grant program altogether. The ICfL will notify awarded libraries in writing if funding becomes unavailable.

Grant Information and Requirements Acknowledgement

As the authorized representative, I hereby certify that I have read the grant information and requirements outlined in this application.

- I agree
- I disagree

Federal Certifications and Assurances



This program is brought to you by the Idaho Commission for Libraries (ICfL) and was made possible by the National Telecommunications and Information Administration (NTIA). Applicants receiving federal grant funds administered by the ICfL must agree to comply with the following federal assurances and certifications.

Nondiscrimination

The applicant certifies that it will comply with the following nondiscrimination statutes and their implementing regulations:

- A. Title VI of the Civil Rights Act of 1964, as amended ([42 U.S.C. § 2000d et seq.](#)), which prohibits discrimination on the basis of race, color, or national origin (note: as clarified by Executive Order No. 13166, the applicant must take reasonable steps to ensure that limited English proficient (LEP) persons have meaningful access to the applicant's programs (see IMLS guidance at 68 Federal Register 17679, April 10, 2003);
- B. Section 504 of the Rehabilitation Act of 1973, as amended ([29 U.S.C. § 701 et seq. including §794](#)), which prohibits discrimination on the basis of disability (note: IMLS applies the regulations in [45 C.F.R. part 1170](#) in determining compliance with section 504 as it applies to recipients of Federal assistance);
- C. Title IX of the Education Amendments of 1972, as amended ([20 U.S.C. §§ 16811683, 1685–1686](#)), which prohibits discrimination on the basis of sex in education programs;
- D. The Age Discrimination in Employment Act of 1975, as amended ([42 U.S.C. § 6101 et seq.](#)), which prohibits discrimination on the basis of age; and
- E. The requirements of any other nondiscrimination statute(s) which may apply.

Debarment and Suspension

The applicant shall comply with [2 C.F.R. part 3185](#) and [2 C.F.R. part 180](#), as applicable. The authorized representative, on behalf of the applicant, certifies to the best of their knowledge and belief that neither the applicant nor any of its principals:

- A. Are presently excluded or disqualified;
- B. Have been convicted within the preceding three years of any of the offenses listed in [2 C.F.R. §180.800\(a\)](#) or had a civil judgment rendered against it or them for one of those offenses within that time period;
- C. Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in [2 C.F.R. §180.800\(a\)](#); or
- D. Have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

Where the applicant is unable to certify to any of the statements in this certification, the authorized representative shall attach an explanation.

The applicant is required to comply with [2 C.F.R. part 180 subpart C](#) (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) as a condition of participation in the award. The applicant is

also required to communicate the requirement to comply with [2 C.F.R. part 180 subpart C](#) (Responsibilities of Participants Regarding Transactions Doing Business with Other Persons) to persons at the next lower tier with whom the applicant enters into covered transactions.

Federal Debt Status

The authorized representative, on behalf of the applicant, certifies to the best of their knowledge and belief that the applicant is not delinquent in the repayment of any Federal debt, including but not limited to unpaid Federal tax liability.

Prohibition Against Lobbying, Publicity, and Propaganda

In accordance with Federal appropriations law, no funds provided through this grant or contract may be used for publicity or propaganda purposes for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government. No federal funds may be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body.

Certification Regarding Lobbying Activities

For applicants entering into a grant or cooperative agreement in excess of \$100,000 (as required by [31 U.S.C. § 1352](#)), the applicant certifies to the best of their knowledge and belief that:

A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the authorized representative, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

B. If any funds other than Federal appropriated funds have been paid or will be paid to any person (other than a regularly employed officer or employee of the applicant, as provided in [31 U.S.C. § 1352](#)) for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the authorized representative shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

C. The authorized representative shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when the transaction is made or entered into. Submission of this certification is a prerequisite for making or entering into the transaction imposed by [31 U.S.C. § 1352](#).

Trafficking in Persons

The applicant must comply with Federal law pertaining to trafficking in persons. Under [22 U.S.C. § 7104\(g\)](#), any grant, contract, or cooperative agreement entered into by a Federal agency under which funds are to be provided to a private entity shall include a condition that authorizes the Federal agency to terminate the grant, contract, or cooperative agreement, or take other authorized actions, if the grantee or any subgrantee, or the contractor or any subcontractor, engages in, or uses labor recruiters, brokers, or other agents who engage in trafficking in persons, the procurement of a commercial sex act, the use of forced labor, or acts that directly support or advance trafficking in persons.

Internet Safety

The applicant shall comply with Idaho Code [33-2741](#), if applicable. If Federal funds are used to purchase computers used to access the internet or to pay for direct costs associated with accessing the internet, the authorized representative provides assurances that the applicant is in compliance with 20 U.S.C. § 9134(f), which sets out standards relating to internet safety for libraries that do not receive services at discount rates under § 254(h)(6) of 47 U.S.C.

Drugfree Workplace

The applicant must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of [2 CFR part 3186](#), which adopts the Governmentwide implementation ([2 CFR part 182](#)) of sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 701-707). This includes, but is not limited to: making a good faith effort, on a continuing basis, to maintain a drug-free workplace; publishing a drug-free workplace statement; establishing a drug-free awareness program for employees; taking actions concerning employees who are convicted of violating drug statutes in the workplace; and identifying (either at the time of application or upon award, or in documents kept on file in the recipient's offices) all known workplaces under federal awards.

Whistleblower Protections

An employee of a recipient or subrecipient must not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in [paragraph \(a\)\(2\) of 41 U.S.C. 4712](#) information that the employee reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant. The recipient and subrecipient must inform their employees in writing of employee whistleblower rights and protections under [41 U.S.C. 4712](#). See statutory requirements for whistleblower protections at [10 U.S.C. 4701](#), [41 U.S.C. 4712](#), [41 U.S.C. 4304](#), and [10 U.S.C. 4310](#).

Federal Certifications and Assurances Acknowledgement

As the authorized representative, I hereby certify to the best of my knowledge and belief - that the applicant is in compliance with the above federal assurances and certifications.

- I agree
- I disagree

Application Questions



Organization Information

Organization Legal Name:

Hailey Public Library

Branch Name (if applicable):

n/a

School District Name (if applicable):

n/a

Organization Unique Entity Identifier (UEI Number) from SAM.gov:

VQGYGULKZM44

Organization Tax Employer Identification Number (EIN):

82-6000201

Authorizing Official Name (if different than primary contact):

Lyn Drewien

Authorizing Official Title (if different than primary contact):

Library Director

Authorizing Official Email Address (if different than primary contact):

lyn.drewien@haileypubliclibrary.org

Authorizing Official Phone Number (if different than primary contact):

2087882036

Executive Summary

1. Proposed Project Title:

Digital Access for All

2. Executive Summary: Provide a high-level overview of your project. Please describe the activity or set of activities for your project, including a general timeline, location(s), and the expected beneficiaries of the project, focusing on the covered populations. (75-200 words required; field scored 0-5 points)

Hailey Public Library will hire a full-time, bi-lingual Digital Access Librarian (DAL) to facilitate the development and execution of programs that address digital access needs for each underserved population described in this grant. The DAL will establish office hours for walk-ins, meet with individuals by appointment, and create curricula for classes at the library and offsite. This position is a full-time commitment to class development, instruction, and evaluation. It includes assessing needs and adapting the programs throughout the grant term to identify and prioritize fulfilling the unmet needs of our underserved populations, by customizing programming to fill these gaps.

The ICfL Facilities Improvement grant will be completed in early spring 2025 and will be the primary location for the person in this position. We have a job description draft and plan to release a summer program schedule in mid-May and a fall/winter schedule in August to target several covered populations. Over the winter, existing programs will be evaluated and adjusted as necessary to fine-tune classes for the 2026 winter/spring sessions. The person in this position will work with our Library Operations Manager and Reference Librarian to ensure our new librarian has the tools and support to hit the ground running to create a robust program plan for the next 18 months.

Needs Assessment

3. Geographic Location. List the specific cities and counties to be served by your proposed project. If your project will focus on statewide efforts, enter "statewide."

The towns of Hailey and Bellevue will be served along with residents of Blaine County and individuals from other counties incarcerated at the Blaine County Detention Center. To a lesser degree, residents in the surrounding towns of Ketchum, Sun Valley, Carey, and Picabo residents will participate in the programs and services. Our community also has a large commuter population that works in the valley but travels from neighboring counties, specifically Lincoln, Jerome, and Camas counties.

4. Covered Populations: Select which of the covered populations your program will serve. More than one covered population may be relevant.

- Individuals who live in covered households (150% of the federal poverty level)
- Aging individuals
- Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility
- Veterans
- Individuals with disabilities
- Individuals with a language barrier (English language learners and/or low levels of literacy)
- Individuals who are members of a racial or ethnic minority group
- Individuals who primarily reside in a rural area

5. Enter an estimated number of individuals to be served for each covered population you selected above.

Individuals who live in covered households (150% of the federal poverty level) - 1,000+

Aging individuals - 175-200+

Incarcerated individuals 50-75+

Veterans 25-50+

Individuals with disabilities- 25-40

Individuals with a language barrier (English language learners and/or low levels of literacy)350-450+

Individuals who are members of a racial or ethnic minority group 350-450+

Individuals who primarily reside in a rural area - 1000+

6. Select which barriers your program will address. More than one barrier may be relevant.

- Device affordability
- Digital skills gaps
- Economic disparities in Tribal communities
- English only content
- External trust is low among Tribal communities
- Government website usability and satisfaction
- Greater reliance on public internet access
- Internet affordability
- Less likely to seek information online
- Limitations in digital literacy and device training opportunities
- Website and content accessibility

7. Community Need. Demonstrate that your community has a critical need for this project by responding to each of the following questions. (1) What critical needs exist in your community around digital access and equity? (2) What specific needs do these groups have that are currently not being addressed? (300-1,500 words required; field scored 0-15 points)

Many of our underserved populations are not tech-savvy and lack the digital literacy skills to navigate the internet and use digital equipment effectively. While most have smartphones and other electronic devices, they are unable to use them. Underserved populations, especially second language learners and seniors are challenged in a world that requires basic digital literacy skills in almost every life facet.

- Accessing public or private sector services is often online and more organizations are moving away from paper applications or other alternatives. Retired or aging individuals, second language learners, vets, incarcerated individuals, minorities, and individuals with disabilities may have little or no online navigation experience and often struggle with simple transactions in an online environment. Applying for benefits, opening a bank account, registering a child for school, renewing insurance, or making a DMV appointment, can be overwhelming and leave members of these covered populations frustrated, vulnerable, and without support for seemingly simple but critical tasks.
 - Telehealth services require a good connection, a compatible device, and basic digital skills to navigate this online process. Having access to adequate healthcare is essential for quality of life and especially important for aging residents, veterans, and persons with disabilities who may not have the mobility or transportation to travel far distances for medical services. Other groups such as new arrivals in the country or minorities often have more than one job, and cannot afford time off to travel to doctor visits or are unable to navigate the system to secure an appointment. A community's health is directly related to the overall condition of its citizens. Without accessible medical resources nearby, it prevents citizens from easily obtaining fundamental services. It has a detrimental effect, not only on individuals and families but on the community as a whole.
 - Our valley's economic foundation is largely based on service or construction industry jobs. While it was once possible to step onto a job site or into a restaurant and walk out hired, most entry-level positions now require basic digital literacy skills as employers have shifted to online job applications. Those without internet experience, tech skills, an adequate device, or the language skills necessary to complete an online application struggle to apply, much less secure a job. Moms returning to the workforce after raising their family; aging individuals who need employment to supplement their retirement income, second language learners who cannot navigate an application in an unfamiliar language, persons who have recently completed a prison term, and teens looking for their first job all encounter the same obstacles. Without digital literacy or support, members across demographics in our community face an uphill battle to improve their economic status, leading to further inequity.
 - Social Isolation: In Blaine County, persons 65 or older are nearly 25% of the population and 18% are under 18. Within Hailey's city limits, aging individuals are only 10% of the population, while persons under 18 comprise more than 27%. The Hispanic population in the city of Hailey is nearly 40% and the same number of households report that another language other than English is spoken at home. Despite the distinctive characteristics of these demographics, they often suffer from similar social angst, isolation, and a lack of connection. While their life experiences may be very different from one another, everyone can benefit from digital tools that build social connections reducing isolation and loneliness. Seniors, veterans, and those with disabilities are prone to depression and lethargy when isolated from others. A senior or veteran subsisting on a minimal government pension cannot relocate to be near family and has no skills to connect with them digitally. Kids from different cultural backgrounds can connect through Minecraft or Roblox, possibly with their friends back home, or can fully interact and communicate with new friends in a manner that is equally satisfying and fulfilling as talking. Immigrants and their families face acute loneliness when they're far away from family and loved ones in another country.
 - Online Education. During COVID, the College of Southern Idaho (CSI) closed its satellite campus in Hailey and has never reopened it. The nearest college is 75 minutes away and no public transportation exists between our valley and Twin Falls. Most CSI students work in the valley and can only attend school through online programs. However, not every student has digital equipment and skills to fully participate which puts them at a severe disadvantage compared with others who live near a college or university. CSI provides undergraduate courses but also offers a curriculum for job skills improvement, certificates, and trade school opportunities that can only be accessed in an online environment. Beyond the academic frame, every covered population has needs that could be met with online education whether it's teaching them basic digital access for websites, navigating government or business web pages, etc. Online education encompasses the entire spirit of digital literacy.
 - Today, cybersecurity is a serious threat to anyone with an online presence, but every covered population is especially susceptible to highly creative hackers and fraudsters looking for easy prey online. No one is completely safe, but to those with little knowledge or resources to recognize or combat elaborate online scams, they can pose insurmountable risks to their livelihood and future. Although covered populations are very vulnerable, this is an area where everyone in our community could benefit greatly from more education on this topic.

- Blaine County is the seventh largest county in Idaho with only 25,000 residents. While most county residents live in or near towns and over 90% of households report owning a computer and having a broadband internet subscription, the county has many farms and remotely located homesteads that cannot get internet service or have difficulty finding affordable broadband. This impacts seniors, students, farm workers, immigrants, and minorities more so than any other group. The lack of transportation or ability to reach a library is also a contributing factor. Without reliable internet services, these covered populations lack equal access to online education, possible job opportunities, healthcare, and basic services.

8. How will this project address the critical community needs described in the previous question? How will your proposed project affect change? (200-750 words required; field scored 0-15 points)

If awarded this grant, we foresee a positive impact on our community and an immediate shift in the landscape. This funding offers an equitable lifeline to hundreds of community residents who meet the definition of at least one of the eight underserved groups described in the grant.

Our valley is rural and remote. The closest urban area is at least a 75-minute drive in one direction. We do not have businesses that typically offer lower-cost products or services. Instead, local valley businesses cater to high-end clients who prefer customized products and services and are not as concerned with price. While this supports our local economy, it has a detrimental effect on covered populations living on fixed incomes, or residents working entry-level jobs while supporting their families where housing and food are more expensive. They do not have the skills or time to troubleshoot issues or learn new technology.

Local non-profits and public libraries work daily to fill these gaps for community members who cannot keep up with the daily demands of a life consumed by work and family and complicated by limited funds. Non-profits rely on us to help them when overwhelmed and often direct their clients to us. The library has a safe public space with ample computers, inexpensive printing, and a devoted staff member who can take all the time needed to assist individuals and other organizations who depend on us for this support.

Every budget season since 2020, we request a dedicated Digital Librarian staff position, but it is relegated to the bottom of the city's priority list. We have always felt that a Digital Librarian could impact positive change by addressing the needs of covered populations. We're confident that if the city sees the outcomes, it will recognize the value and support it in the future.

As the world becomes increasingly dependent on technology, more and more people fall into these categories and get further behind with little chance to regain lost ground. The Digital Librarian can dedicate their time to advocating for social equity and creating digital spaces that directly address the needs of underserved and covered populations. The impact of a dedicated staff person can build equity and inclusivity in our community by:

- Providing access to digital literacy training and tools and teaching patrons to navigate internet sites, complete legal or court forms, conduct banking and other business, apply for jobs, request government assistance, or find educational resources.
 - Creating collections that address the unique needs of covered populations, including information on health, housing, employment, legal rights, or language resources for non-native speakers.
 - Advocating for equitable digital resources and internet access ensuring that everyone in the community, regardless of socioeconomic background, can participate in the digital world.
 - Working with community centers to ensure that covered populations have access to computers, internet connections, and other necessary devices.
 - Build and manage websites, digital forums, or online communities where people feel safe accessing critical services or seeking help.
 - Ensuring that users' data privacy is secure and offering guidance on digital security for those at risk of identity theft offering cybersecurity classes on how to discern reliable information online to make informed decisions about health, safety, and legal issues.
 - Guiding users to free or affordable online learning platforms, professional development resources, government assistance, or courses that enhance skills such as coding, financial literacy, or job training.
 - Supporting nontraditional learners who may be returning to education after a long break or those looking for higher education opportunities including GED or university.
 - Connecting patrons to health services, mental health resources, government assistance programs, food pantries, and shelters.
 - Providing information on how to access and participate in local governance, voting, and social justice initiatives can help covered populations have a voice in shaping their communities.
 - Supporting community outreach programs, bringing digital access to remote or underserved areas where people might have difficulty reaching the library in person. Expanding our homebound program to teach and assist with

- electronic collections.
- Creating social activities that present learning opportunities via interactive games and gaming.

Detailed Project Description

9. Select which goal or outcome, as outlined by NTIA, your program aligns with. More than one outcome may be relevant.

- Economic and workforce development goals, plans and outcomes
- Educational outcomes
- Health outcomes
- Civic and social engagement
- Delivery of other essential services

10. Select the goals your project will address from the Digital Access for All Idahoans Plan (https://libraries.idaho.gov/wp-content/uploads/2024_01_09-DAAI-Report.pdf)

- Goal 1: Increase adoption and affordability of broadband technology.
- Goal 2: Improve online accessibility and inclusivity of public resources and services.
- Goal 3: Increase digital skills.
- Goal 4: Spread awareness of cybersecurity and online privacy.
- Goal 5: Increase availability and affordability of devices and technical support.

11. Select which measurable objectives your program will address. More than one objective may be relevant.

- Reach a significant number of Idahoans with marketing and outreach materials on how to compare internet plans based on a household's location and digital needs.
- Increase the number of digital skills certifications earned by incarcerated individuals during a three-year span.
- Decrease the number of Idahoans who say they are not confident with basic digital skills, including—but not limited to—using email, finding health information online, shopping and paying bills online, using social media, taking an online course or training, searching and applying for jobs online, and protecting their personal information online.
- Decrease scores on self-reported fear of internet assessments.
- Decrease the number of Idahoans and covered populations that report they are not confident they are able to protect their information online.
- Decrease the number of Idahoans having a device they couldn't fix.
- Achieve the statewide annual goal of digital navigators serving 7,000 customers.
- Maintain a high level of customer service satisfaction rating for digital navigators.
- Decrease the number of Idahoans and covered populations reporting not having enough devices.
- Provide new or refurbished devices to members of covered populations.

12. Project Description and Activities. List the specific activities that will be completed or implemented with grant funds, along with a more specific timeline. Please provide a level of detail that will allow reviewers to fully understand your project. (300-1500 words required; field scored 0-10 points)

We plan to hire a digital librarian to spearhead a valley-wide initiative for all things digital. It has been a need in our community for as long as we can remember. Local non-profits, businesses, and individuals seek out our help daily and enthusiastically support this opportunity. This grant funding could provide funding to encompass training, education, basic tech, and computer skills that can fundamentally change access for hundreds, perhaps thousands of residents.

This position would be responsible for creating a schedule for the following:

One-on-one Appointments at the Library (We are working to develop office hours at Bellevue Public Library and Senior Connection, too).

- a. **Open Office Hours** – Tech & Device Assistance (Five days per week – 1 hour per day) 5 hours 50 weeks per year/ 25 weeks or half of one year for the remaining term of the grant.
- b. **Ask a Librarian** –approximately 10 appointments per week. These appointments can be tech or device-related, assistance with tax, business, or other legal forms, government paperwork, resumes, job applications, translation, or any issue a patron needs assistance. These appointments can be made online, in person, or over the telephone and booked for one hour per visit.

Classes –

a. Senior/Veterans/Minority groups/rural

- a. Tech classes for non-digital natives, seniors have never kept pace with technology and struggle to perform daily tasks like creating an email account, social media set-up, navigating financial websites or government sites online, booking a flight, online shopping, etc.
- b. **Gaming** – the high school tech class and instructor would assist with these games during the school day by coming to the library or the Senior Connection
 - i. Gaming can be incredibly social and fun, but there are also opportunities to devise simpler games, like match three or hidden object games can also help aging individuals engage their brains and learn the basics of using and accessing technology by providing them with a simple, repeatable task they can master while stimulating brain function and improving focus and thinking skills.
 - ii. A weekly gaming club would provide a great social and recreational activity for individuals in our rural valley with a noticeable lack of space and recreational activities for minors in our community. This would especially benefit individuals living in covered households who may otherwise not be able to afford to engage with these activities and individuals living with disabilities, who may find the largely outdoor recreational activities available in our valley much less accessible. For instance, Minecraft games provide educational potential, teaching kids important skills such as math, language, coding, or logical problem-solving, while also developing their creativity, helping children and adults with a language barrier in our community, and giving them space to learn and interact without always needing traditional language communication to understand one another.
- c. Telehealth – we have had a longstanding partnership with St. Luke’s which began when the library was awarded funding for a telehealth space. Since that time, the library has acquired a Tyto machine that allows for comprehensive remote exams. The technology can be challenging and intimidating, so we’d like to integrate one-on-one instruction by appointment or small groups.
- d. Using library resources effectively.

b. Second-language learners/minority

- a. Tech classes in Spanish- Local businesses allow their employees to attend our English language courses on the clock, and are eager to see tech classes developed to further their employees’ digital and computer skills as they seek promotions and supervisory positions. We anticipate basic and intermediate Windows Office courses such as Word and Excel to start but are working with community Hispanic leaders and small business owners to define.

a. Incarcerated individuals

- a. The new sheriff is taking office in mid-January and wants to create a course for incarcerated individuals to get their GED or work on advanced academic courses while in the Blaine County Detention Center. Blaine County houses individuals from around the state and said that nearly half do not possess a high school diploma. He is also open to basic computer skills as a foundation for learning new skills when an incarcerated individual is released. The details are thin at this time and the class may need to be conducted via Zoom. As a former Resource Officer at the high school, he recognizes the importance of this education and fully supports our collaboration.

c. Special Classes- we will bring in appropriate subject matter experts.

- a. **Resume-Writing** As part of The Advocates Skills for Success Program which teaches job skills to men and women of all ages and demographics over eight weeks, four times per year. The library will lead the resume writing class in our new computer space for two nights for two hours four times per year. This is a collaboration that was discontinued during COVID-19 and hasn’t been reinstated due to staffing issues.
- b. **Cybersecurity/Identity Theft and Fraud**
- c. **Online Tax Prep (local accountant and attorney will host)**
- d. **College Prep – FAFSA forms- college apps (work with Blaine County School counseling center to host an English and a Spanish program)**
- e. tbd

13. Provide estimates of the anticipated outputs of the activity or project. For example, the number of hours of training to be provided, the number of curricula to be developed, or the number of devices to be provided, etc. (100-300 words)

required; field scored 0-5 points)

Open Office Hours Five days per week – minimum 2 hours per day) 10 hours/ per week/75 weeks over 18 months or a minimum of 750 hours. This could be increased or decreased as needs are evaluated & assessed.

Ask a Librarian Appointment – 10 appointments per week. 2 appointments per day on average is approximately 750 one-hour appointments in 18 months.

Group Classes – two classes per week in the morning or afternoon plus two evening classes per week – allowing 90 minutes per course – 6 hours per week for scheduled instruction. Gaming would occur one night a week for an additional two hours and twice per month on the weekend. The Saturday program would be longer – 3-5 hours.

GED or Basic Computer Skills courses for incarcerated individuals - this has yet to be determined as the new sheriff has not yet taken office. We are aiming for at least two meetings per month but would like to see more, if possible.

We won't be providing new devices, but we will be assisting users with troubleshooting, repairing, or resetting personal devices.

Custom classes like resume writing, cybersecurity, and more will be determined.

14. (Optional) Partnerships. Please identify the organization(s) and title of staff member(s) you plan to partner with for this program. Is a partnership already in place with this organization or group? How will a partnership with this organization reach populations benefiting from increased broadband adoption, digital skills, awareness of cybersecurity and online privacy, and technical support? (field scored 0-5 points)

Except for the Blaine County Sheriff and the Courts, we are always working with the following partners in various ways throughout the year. We have, however, reached out to each of them to discuss this grant opportunity specifically. We have often discussed the challenges of digital access and the need for training in our valley, so everyone enthusiastically supports this initiative. Each organization listed below identifies the library as a valuable resource for assisting their clients and often refers clients to us for digital assistance in countless matters. A dedicated position to help our valley residents and reduce the workload on our partner organizations has long been a dream that could finally become a reality with this funding.

We have a new sheriff in town beginning his term in January and he is especially interested in digital training for incarcerated individuals at the detention center. We have yet to work out the details, but we hope to develop a certificate course for GEDs, etc.. The Blaine County Courts also reached out to us to discuss how we can assist individuals with online paperwork for various court filing requirements ranging from protection orders, to marriage licenses. Jeremy Dumas works with these same individuals to help them find work after serving time or while on probation and would love to incorporate a GED online course into this program. Without a college campus or career center in the valley, it is difficult to obtain a basic certification.

- St. Luke's Community Health Center - Sarah Seppa, Director of Community Engagement & Community Health Manager; Erin Buell
- Boise VA Medical Center - Travis Schmidt, Community Engagement & Partnerships Coordinator
- The Senior Connection - Jovita Pina, Executive Director
- The Advocates for Survivors of Domestic Abuse - Jackie Hennessy, Client Relations Manager; Susan Fierman, Skills for Success Program Director; & Kiley Anderson, Legal Assistance Programs Manager
- The Hunger Coalition - Blanca Romero, Programs Manager & Chloe Lichtenberg, Youth Engagement Supervisor
- The Alliance of Idaho- Becky Lopez, Executive Director
- Men's Chance Living Sonja Wilander, Executive Director
- Idaho Division of Vocational Rehabilitation - Jeremy Dumas, Vocational Rehabilitation Counselor
- Blaine County Courts - Sarah Cox, Treatment Court Coordinator
- Blaine County Sheriff & Detention Center- Morgan Ballis, Sheriff
- Blaine County Wood River High School- Tech Department -Marcelita Loosli, Dylan Carey, & Estrada Chavez
- Bellevue Public Library, Kristin Gearhart, Executive Director

15. Please explain how you will address accessibility in your activities. What measures do you plan to take to enable people with disabilities to access your grant-funded project? (50-100 words required; field scored 0-5 points)

The library meets ADA standards for access throughout our entire building. Our computers are ADA-compliant and have built-in accessibility features including adjustable text size, high-contrast color schemes, magnification tools, screen readers, voice recognition software, and large print contrast keyboards. A dedicated staff member can offer one-on-one direct service with our patrons for technology-related issues giving patrons with accessibility issues with more customized in-depth help. This translates to better quality service and satisfaction and helps prevent us from referring them back to the same online troubleshooting methods due to a lack of time and staff.

Project Management and Risk Assessment

16. Describe your organization's capacity to manage this project, including financial management, project oversight, and compliance/reporting. Your response should include (but is not limited to) the following information: 1) How will the organization manage and track the receipt and expenditure of grant funds? Please be as specific as possible, including details about your accounting practices and systems, where applicable. 2) Include a list of the primary staff who will be administering this project. For each staff member, include their position title, years worked at the organization, a summary of their relevant qualifications, and a brief description of their role in the proposed project. 3) Please describe the cybersecurity framework of your organization and how the planning, design, and project oversight phases of your grant program and activities will be consistent with current best practices for cybersecurity such as the NIST Cybersecurity Framework and Cybersecurity and Infrastructure Security Agency (CISA) Cybersecurity Performance Goals (CPGs). (100 - 1,500 words required; field scored 0-15 points)

1. Every grant, no matter the award amount is managed the same. A file is created and all documentation from start to finish is kept in an electronic location. We also keep a paper file. Important dates are added to the calendar with alerts and reminders. Tasks are also added to the calendar. When expenses are paid, they are coded to a specific grant job number and uniquely identified in financial reports in Caselle, the financial platform for the City of Hailey. We also track income and expenses in Excel and keep an electronic copy of all invoices and purchase orders.

2. Primary Staff:

Lyn Drewien - Library Director (4.5 years as director). Lyn will serve as the Administrator for the financial reporting, hiring, and overall management and execution of the grant.

Josh Crotty - IT & Cataloging Librarian (10.5 years at HPL) As the long-time IT person in the library, Josh is familiar with security aspects, computer products and systems and will be a valuable resource during the entire project. Josh will also serve on the hiring committee.

Laura Primrose - Reference Librarian (7.5 years at HPL) As a long-time reference librarian, Laura offers readers' advisory and assists at the public computers. She is familiar with questions and issues that face our users on a daily basis. She has a very clear idea of what the role of the Digital Librarian can and should be. She will serve as the mentor for this person.

Denon Strobe - Operations Manager (2 years at HPL) - Denon's tech skills will be helpful throughout the project, but their gaming design background will be especially helpful as we design the teen/tween game nights and other activities. Denon will also be on the hiring committee.

Becky Stokes - City Treasurer (20+ years) As City Treasurer, Becky will ensure all financial documents and reports are accurate. She works with the auditors and has many years of administering grant funds.

3) The city network is managed via the city administrative department along with a third-party computer/security company to ensure it is adequately protected from malicious threats and bad actors. Due to the city having access to personal, private information, the third-party group addresses all categories listed within the Cybersecurity Performance Goals (CPGs), with the exclusion of training for our staff; however, I believe they do train the Administrative department on these things, while our technology librarian keeps our staff aware of cybersecurity threats that we need to watch out for.

Our public network, due to the necessity of allowing anyone to ensure access to it does not have the strict account requirements that our city network has. Our public computers have their BIOS locked so that no one can alter settings within the computer, and they also have reboot restore software installed so that users will not accidentally leave their credentials logged in for the next user to access. We also have our public network managed by Ednetics via a grant

supplied by the Idaho Commission for Libraries that replaced our entire public network with devices from Cisco Meraki. Our internet is additionally protected via a firewall and filter that meets Children's Information Act requirements. Our computers are on a rotation for replacement to avoid having old machines that are more easily abusable.

With our grant request for a new hire to do computer classes and serve as tech help for the general public, this will be a direct improvement for our cybersecurity framework. Many goals listed within Identity in the Cybersecurity Performance Goals (CPGs) section require a dedicated person to manage these things, which the grant would directly address in our situation with a new hire. When they are not helping individuals or conducting group classes, managing and improving our cybersecurity would be an excellent project for them to focus on.

17. What are the biggest risks you anticipate for this project with regard to completing on time and on budget? How do you plan to address any setbacks that occur? (50 to 200 words required; field scored 0-10 points)

Invariably, there will be some bumps in the road or something we failed to anticipate. . Before and during the grant application process, the grant team talks through the grant, and we do a great deal of brainstorming. Once we are awarded a grant, the team immediately lays a timeline for due dates and major tasks. We also spend time talking through the grant to envision it as a completed project. It keeps us on track, but also helps us talk through issues or

The job description for the Digital Access Librarian is very broad. Not only are we looking for a person fluent in English and Spanish but also keen on finding someone with strong customer service and tech skills. Our community sees many young professionals moving or returning to the valley so our prospects are strong. We also have current staff interested in the position that are well-qualified. This, however, leaves a gap if a staff member applies for and is offered the position.

We always try to remain flexible and adaptable during the grant period. In our experience, we rarely see things go strictly according to plan, but we have a good game plan and parameters and are not too concerned about missing deadlines or going over budget.

18. Please describe your organization's recent prior experience administering grant funds. As part of this description, please list significant award amounts, sources, and dates. Did you meet reporting and compliance requirements and conform to the terms and conditions of the awards? Did you encounter any significant setbacks or problems? (field scored 0-10 points)

Since COVID-19, we have applied for and received many grants. Every grant, no matter the award amount is managed the same. A file is created and all documentation from start to finish is kept in an electronic location. We also maintain a paper file. Important dates are added to the calendar with alerts and reminders. Tasks are also added to the calendar. When expenses are paid, they are coded to a specific grant job number and uniquely identified in financial reports in Caselle, the financial platform for the City of Hailey. We also track income and expenses in Excel, and keep an electronic copy of all invoices and purchase orders.

Recent grant awards:

- ICfL So All Can Read Grant - \$1,000 (2022, 2023, 2024)
- ICfL Facilities Improvement Grant - \$50,000 (2023)
- ICfL Summer STEM Grant - \$500 (2024)
- ICfL Summer Strategies Grant - \$30,000/\$10,000 (2023 and 2024)
- ICfL ESSER Out-of-School Programming Grant - \$3,000/\$3000 (2023 & 2024)
- Burnap Foundation - \$30,000 (2024)
- Spur Community Foundation - \$9,944 (2024)
- Dwight Stuart Youth Foundation - \$10,000 (2024)
- Campfire Foundation - \$1,500 (2024)

We recognize grant reporting and compliance is an important component of grant administration, and always strive to follow the terms and conditions. Mapping out the timeline and important dates is completed when the grant is first received. Tracking the grant in real time and not letting paperwork or documents pile up is an important part of our process. I don't believe we've missed any major deadlines.

Inevitably, there are setbacks, issues, or changes with virtually every grant. However, in our experience, we've been able to work through delays, changes, or other issues that arise. Oftentimes, things don't always get completed on the original timeline due to contractor schedules, the delayed arrival of parts, materials, or equipment, staffing complications, etc. We start the grant process as quickly as possible when we've been awarded funding, so we have

leeway in our schedule to make necessary adjustments, especially on the high-dollar grants and more complex projects. We also find that when completing the initial grant application, it can be difficult to fully and accurately identify each step before implementation. The more detailed the grant, the more room for error or the need to work through a new timeline. However, more often than not, the changes that occur or circumstances that happen beyond our control during the grant period often have a positive impact and turn out even better than anticipated.

Your responses to the following audit questions will be assessed as a section and assigned a score between 0 and 5 points by application reviewers.

19. Has your organization expended more than \$1,000,000 in federal funds during the course of one of your entity's fiscal years, within the last 3 years? This could include grants from multiple federal sources.

- Yes
 No

20. When was the last audit of your organization's financial records conducted?

December 2024

21. Did the audit result in findings that required resolutions or actions? If yes, what actions has your organization taken since then to resolve the issues?

n/a

22. Has there been a change in personnel or new or substantially changed systems since that audit? If yes, please elaborate.

No. n/a

Partial or Reduced Funding

23. Would your organization be willing to accept partial or reduced funding at a level below the amount listed in the project budget?

- Yes
 No

23a. If the ICfL is only able to fund part of your request, what is the amount your organization needs to carry out a portion of the project? Please describe the project elements you would carry out with a reduced budget.

Depending on the award amount, we would begin by first eliminating our supplies request, followed by the benefits package, and then reducing hours below 30 to create a part-time position. We would need to determine which programs and services to cut depending on the funding for the position.

Other NTIA Grant Applications

24. Have you submitted an application directly to the NTIA for the Digital Equity Competitive Grant Program?

- Yes
 No

25. Does your organization plan to apply for the other Digital Equity programs administered by the Idaho Commission for Libraries?

- Yes, we plan to apply for the Digital Access for All Idahoans (DAII) Connecting Communities program.
<https://libraries.idaho.gov/grants-funding/monetary-grants/connecting-communities/>
 Yes, we plan to apply for the Digital Access for All Idahoans (DAII) Tech Refresh program.
<https://libraries.idaho.gov/grants-funding/monetary-grants/tech-refresh-digital-access-program/>
 No, we do not plan to apply for the other Idaho Commission for Libraries Digital Equity programs.

Signature

Please review and agree to the following statements before submitting this application.

1. I certify that I have read the grant information and requirements outlined in this application.
2. If awarded, my organization agrees to meet the grant requirements outlined in this application.
3. If awarded, the applicant's legal entity agrees to expend all funds received for the purposes outlined in this application and understands that any grant funds that are not expended at the end of the grant period must be returned to the ICfL.
4. I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812.
5. I certify that I have the authority to submit this application on behalf of my organization.
6. I certify that the planning, design, and project oversight of the programs and activities funded through this subgrant are consistent with current industry best practices for cybersecurity, and that ICfL reserves the right to review the cybersecurity framework of awardees.

By checking the box below, you are electronically agreeing to the above statements on behalf of your organization.

I agree

Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Total Budgeted
Personnel		
Digital Access Librarian Position	\$93,600.00	\$93,600.00
Subtotal	\$93,600.00	\$93,600.00
Fringe Benefits		
Fringe benefits	\$39,680.34	\$39,680.34
Subtotal	\$39,680.34	\$39,680.34
Travel		
Travel	\$900.00	\$900.00
Subtotal	\$900.00	\$900.00
Equipment		
Office Supplies	\$419.66	\$419.66
Subtotal	\$419.66	\$419.66
Supplies		
AI Translators	\$400.00	\$400.00
Laptops	\$15,000.00	\$15,000.00
Subtotal	\$15,400.00	\$15,400.00
Total Proposed Cost	\$150,000.00	\$150,000.00

Revenue Budget

	Grant Funded	Total Budgeted
Grant Funding		
Award Requested	\$150,000.00	\$150,000.00
Subtotal	\$150,000.00	\$150,000.00
Total Proposed Revenue	\$150,000.00	\$150,000.00

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

Personnel

Compensation for personnel services including wages and salaries paid for services of employees rendered during the period of performance under the award. Costs of compensation are allowable to the extent that they satisfy the specific requirements of this award. The total compensation for individual employees must be reasonable for the services rendered and comparable to rates paid for similar work in the local labor market. Grant funds may only be used for hours worked to carry out the grant project. Organizations using grant funds for personnel hours will be asked to provide payroll expense reports along with documentation tracking hours and associated tasks as part of the reporting process. Grant funds should supplement, not supplant or replace, other funding sources.

Digital Access Librarian Position

18-months salary for a 40-hour full-time bi-lingual Digital Access Librarian with benefits. \$62,400 year or \$30 per hour. Our community has many talented bi-lingual residents with backgrounds in tech and non-profit service. However, the job market here is challenging and requires a competitive salary and benefit package to attract individuals who meet these requirements. Our goal is to incorporate this position into permanent library staffing after the end of the grant period.

Fringe Benefits

Fringe benefits are provided to employees as compensation in addition to regular salaries and wages. Fringe benefits include, but are not limited to, the costs of leave (vacation, family-related, sick, or military), employee insurance, pensions, and unemployment benefit plans. Fringe benefits are allowable if they are reasonable and are required by the employment agreement, or an established policy of the organization. The costs must be equitably allocated to the award based on time spent on the project. The costs of employer contributions for social security, employee life, health, unemployment, and worker's compensation insurance; pension plan costs; and other similar benefits are allowable as long as they are allocated according to time spent on the project.

Fringe benefits

The cost for 18 months of benefits for a full-time Digital Access Librarian, including PERSI and health insurance.

Travel

Only travel directly associated with this award should be included as a direct travel cost to the award. Federal travel regulations are contained within the applicable cost principles for all entity types. Travel costs should remain consistent with travel costs incurred by an organization during normal business operations as a result of the organization's written travel policy. In the absence of a written travel policy, organizations must follow the regulations prescribed by the General Services Administration (GSA).

Travel

\$50 travel costs for instructor per month. Travel will be minimal in the Hailey area, but we hope to expand to the outer areas of the County and surrounding counties if possible. For example, holding tech classes at the Carey, Fairfield, or Shoshone libraries on Saturdays or in the evenings.

Equipment

Equipment means a single item of tangible, personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$10,000. Please refer to the applicable Federal regulations in 2 CFR 200.1 and 2 CFR 200.313 for specific equipment definitions and treatment.

Office Supplies

Printer Paper @ \$47/case - approximately 8 cases and general office supplies for classes and the librarian.

Supplies

Supplies are generally defined as items with an acquisition cost of \$10,000 or less and a useful life expectancy of less than one year. Supplies are usually consumed during the project performance. Please refer to the applicable Federal regulations in 2 CFR 200.1 and 2 CFR 200.314 for specific supply definitions and treatment.

Laptops

12 laptops and carrying cases that can be used in our new computer space or easily transported off-site.

AI Translators

AI Translators for Second Language Learners - 10 headsets at approximately \$40 each.

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AGENDA ITEM SUMMARY

DATE: March 10, 2025 **DEPARTMENT:** Library **DEPT. HEAD SIGNATURE:** Lyn Drewien

SUBJECT

Library grant application for the Idaho Commission for Libraries Facilities Grant – Round Two for \$34,398.00 to purchase two four-person pods.

AUTHORITY: I.D. Code I.A.R. _____ City Ordinance/Code _____

BACKGROUND:

In 2025, the Idaho Commission for Libraries will award approximately \$175,000 in funding to 2023 Facilities Improvement Grant recipients. HPL was one of 15 grantees who received a first-round grant to purchase new furnishings and expand the library’s computer area. The subgrant application is only open to the original 15 grant recipients, of which eight libraries have indicated they will apply in the second round. The application period is February 1 through March 15, 2025, and the grant period is April 15, 2025, through August 15, 2026.

Libraries may apply for \$5,000 to \$50,000 for projects that complement or add to their original project awarded in 2023. Funds must be used to jointly and directly enable work, education, and health monitoring in communities with critical needs for the project.

HPL is requesting funding to purchase two four-person pods to complement the newly expanded computer space and provide a quiet workspace for individuals or for our reference librarians to assist patrons in a private, confidential setting.

Funding Source & Citation: *Capital Projects Fund CFDA # 21.029 (CPF) — Public Law 117-2.*

Title III Section 604 of the ARP Act (ARPA) established the Capital Projects Fund and provides \$10 billion for Treasury to make payments to States, Tribes, Territories, and Freely Associated States to carry out critical capital projects that directly enable work, education, and health monitoring including remote options in response to the public health emergency regarding COVID-19.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Approve the library’s grant application for the Idaho Commission for Libraries Facilities Grant – Round Two for \$34,398.00 to purchase two four-person pods.

FOLLOW UP NOTES:

Provide a high-level overview of your project.

HPL will purchase two four-person pods to complement the newly expanded computer space and provide a quiet workspace for individuals to meet privately or for our reference librarians to assist patrons in a private, confidential setting. Patrons rely on the library for computer access and our printing and scanning services for reasons ranging from completing job applications, filing legal paperwork, creating accounts online, completing online homework assignments, etc.

If awarded, the expected timeline is two – to four months after funding is disbursed. The additional private space will elevate our service capabilities and provide a safe and secure place for our patrons to complete tasks and projects.

Community Need. Demonstrate that your community has a critical need for this project by responding to each of the following four questions. (1) What critical needs in your community were created, exacerbated, or made apparent due to the COVID pandemic? (2) What critical needs exist in your community around the areas of work, education, health, or related services? (3) Who are the underserved, historically disadvantaged, and/or vulnerable members of your community? (4) What specific needs do these groups have currently not being addressed in the community?

Despite the unaffordability of housing, inaccessible healthcare, high childcare costs, and the lack of senior housing, this valley continues to draw unusually high numbers of people because of the strong job market. This paradox creates other economic crises as unskilled workers, second language learners, and workers without basic needs like shelter and food attempt to navigate the system to care for their families. The workarounds include long commutes from neighboring counties or temporary, sometimes unsafe, housing situations.

The Idaho Department of Labor closed its valley offices, so no unemployment assistance is available other than contacting them via email or telephone or traveling to the nearest office in Twin Falls, 75 miles away. Without the Department of Labor, there are no job training courses, career counseling, or job search assistance. Often, the people who need the most help do not have basic computer skills or an understanding of the English language cadence to find information or navigate websites.

The lack of accessible and affordable healthcare is equally concerning. Nearly 18% of city residents do not have any health insurance, and in Blaine County, that number is slightly higher overall.

Blaine County appears to be more broadband-connected than other regions of Idaho, but availability doesn't always equate to accessibility. Non-digital natives, non-native English speakers, and persons living in temporary housing situations struggle with access and lack adequate skills to complete forms, tasks, or other jobs that are only available online.

Affordable housing – reasonable rents and long-term sustainable housing is

(c) Who are the underserved, historically disadvantaged, and/or vulnerable members of your community.

Seniors, immigrants, English language learners, domestic violence survivors, unattended kids, persons without access to healthcare, homeless individuals and families.

Blaine County often conjures an image of affluence and privilege. Indeed, our valley is a vibrant, diverse and active community that enjoys many advantages exclusive to our area. It, however, belies real truths that:

- 12% of Hailey's population live below the poverty line, a figure higher than for all of Idaho
- The Hunger Coalition distributes approximately 500 meals each week to food-insecure families – up over 200% from pre-COVID
- 6,316 food baskets were distributed by the Hunger Coalition in 2022
- Hailey has the eighth-highest grocery costs in the nation
- One in four Blaine County residents is considered obese
- Idaho ranks among the top ten states for suicide, and Blaine County ranks high in the state
- Blaine County ranks number one in Idaho for alcohol consumption & drug use
- 18.6% of Hailey residents go without health insurance – this accounts for nearly one in five Hailey residents

- Fuel costs are typically 10-12 percent higher in the valley than anywhere else in Idaho
- The Advocates provided nearly 3,000 shelter nights to women & children in 2022
- The Advocates provided free counseling vouchers to 720 women and children in 2022
- The Advocates offered 5,200 hours of free legal services to women in 2022
- The Senior Connection prepared 34% more meals during COVID-19
- In 2022, the Senior Connection served a total of 21,000 meals to seniors, of which 12,940 were delivered via the Meals on Wheels program
- the library provided 586 books via the HomeBound Program in 2022

According to the July 1, 2022 census numbers, Hailey's Hispanic population exceeds 31%, and over 22% of this demographic is foreign-born.

- Hailey housing values reached an all-time high in 2023; the median home price for a single-family home is \$749,000, and \$413,000 for condos.
- Rents continue to rise, and family-sized housing units often list at \$3,000 or above.
- The College of Southern Idaho closed its satellite campus in Hailey during COVID-19, leaving many students without local classes and testing facilities.
- When asked in a survey conducted by the Advocates, the number one request from teens was a dedicated space to hang out.

Library Need. Explain why your library needs this project. What are the current shortcomings of your existing space? How do these limitations prevent you from serving your community?

Since the Hailey Public Library moved to its current location in 1993, the population of Hailey has more than tripled, and population projections indicate it will double in the next 20 years. By necessity, the library has gradually grown into an adjoining space formerly occupied by Hailey City Hall, now the children's library. City Hall occupies the second floor except for two offices reserved for library staff. The building was not designed for a library, but throughout its one-hundred-year history, it had housed a hardware store, the hospital, and a grocery store just before the City purchased it. Interior walls currently cut off spaces from each other that should be open, and the building's abundant natural light is blocked from many areas. Because these areas are not welcoming and because of their impractical layout, these spaces are under-utilized or unutilized. Traffic paths through the library are indirect and confusing for patrons. The library needs an improved layout that establishes clear, functional traffic flow, better accessibility to all areas, more efficient use of space, and welcoming, well-lit spaces for patrons.

The downtown location is ideal, and the library space has generally met the needs of our community over the past three decades. It is a prominent building in the downtown core, convenient for our patrons, and easily accessible by vehicle, bike, walking, or bus.

With COVID's arrival, however, the use of the library changed dramatically, and we are seeing a new kind of library user. It used to be that our patrons came and went: browsing, picking out books, attending storytime, checking their emails, and going about their way. Nowadays, our patrons utilize our space for work, study, social time, meetings, conferences, and a location to meet up with family or friends who may be shopping, working, etc. During COVID, the library was one of few places fully open to the public, filling a considerable void during the three-year pandemic. This usage has continued because it is centrally located, convenient, versatile, accommodating, and freely accessible.

As our community learns about the library's many resources, advantages, and availability, we have seen a significant uptick in library users, cardholders, and program attendees. During the pandemic, we removed virtually all furniture and seating made from cloth fabric, the majority of our furnishings. We also disposed of old and outdated, uncomfortable chairs that probably should have been gone long ago. To meet the increasing demand for patron workspace and seating, we have been pulling tables and chairs from the basement, bringing items from our homes, and doing lots of thrift store shopping. It is not sustainable, nor is it a safe, healthy approach. The space in the main library has been problematic due to plumbing issues that resulted from a leak in the second-floor restrooms, which destroyed several hundred books and damaged dozens more. With a section of our library left unoccupied, we are constantly working to provide enough seating and workspace for our patrons.

The library recently received funding from a local foundation to purchase single pods. The response has been overwhelmingly positive and prompted us to consider larger pods to meet the needs of our patrons in a more expanded way.

Project Description. Describe what the library will do with the requested grant funds.

The grant funds will be used to purchase two four-person sound-proof pods that provide privacy and a quiet space for one-on-one meetings with librarians to complete paperwork. The library is busy throughout the day, and finding private space to work, study, or meet online can be difficult, if not impossible.

Project Timeline. Describe the timeline for your project and demonstrate that your project will be substantially complete and operational by August 2026.

If awarded this grant, we will immediately order the four-person pods. We have identified the best option for the library, but we also have second and third possibilities that can equally fulfill our needs. We expect this project to be fully operational and available to end users within 2-4 months of receiving the funding. This timeframe allows for supply chain or shipping delays, too.

Describe your library's capacity to manage this project, including financial management, project oversight, and compliance/reporting. Please be specific, including details about your library's accounting practices and systems, where applicable. Include a list of the primary library staff overseeing, coordinating, or otherwise working on this project.

Hailey Public Library regularly receives grant funding and considers financial management and project oversight as crucial as writing and receiving the grant. Regardless of the grant amount, each grant is managed the same. A file is created, and all documentation is maintained in an electronic grant file containing the application, requirements, deadlines, and grant awards notification. We also keep a paper file. Important dates, reminders, and tasks are added to the grant calendar. When paid, expenses are coded to a specific grant job number and uniquely identified in financial reports within Caselle, the financial platform for the City of Hailey. We also track income and expenses in an Excel report and copies of the purchase orders created in Caselle, the City of Hailey's accounting platform.

Staff who will be involved in this project are:

Lyn Drewien, Library Director – Grant Administrator – bookkeeping, reporting, and compliance

Lee Dabney, Assistant Director – oversees the selection and purchase of the grant materials

Laura Primrose, Reference Librarian – provides input for location and needs

Becky Stokes, City of Hailey Treasurer – provides the grant reports and accounting assistance.

What are the biggest risks you anticipate for this project regarding completing it on time and on budget, and how do you plan to address any setbacks?

We do not foresee any risks to completing the project on time and within budget. If awarded, we will order the 4-person pod immediately. If a price change is substantial, several other reputable manufacturers are available. There could be supply chain delays, or we may need to return a damaged product, but 18 months is more than sufficient time to complete the project.

If this grant is intended to complete or cover the entire project cost, how will the library cover any unexpected costs or overages? Please be as specific as possible.

The grant request is intended to cover the entire project's cost, and we don't foresee many if any, unexpected costs. The proposed project is straightforward, and an electrician has already vetted a location in the library for power needs and space.

However, the Friends of the Library are committed to funding other ongoing library projects and will shift some of those funds to this project if something unexpected arises regarding this grant.

Project Accessibility & Community Engagement Information

Does your library have a policy for the use of its publicly available meeting spaces? If yes, please briefly describe that policy, or provide a link if it is published digitally. If the library does not have such a policy, how will the library establish

fair and transparent processes that the public can use to access these spaces, including scheduling, assessing fees, and acceptable use requirements?

Throughout the library, we have several areas for informal meetings, including work tables and chairs, sofas, chairs, and bean bags. We also have three work pods designed for one person or as we have seen, two students working in one pod. The pods are ideal for studying, working, taking phone calls, or meeting online.

We also have two meeting spaces that comfortably accommodate 1 -6 persons. These rooms may be reserved online during regular library hours six days per week. Our policy addresses them and explains how to reserve them, when they are available, and what accommodations they contain.

Our frontline staff and reference librarian greet visitors and assist patrons with questions or help them find what they need including space to work or study. We also advertise these spaces in our weekly newsletter.

There are no fees for using these spaces.

How will the library ensure sufficient availability and access to the space being created or upgraded in this project? For example, sufficient hours of operation, proximity to public transportation (where available), proximity to other public amenities, accessible parking, ADA compliance, and physical accessibility.

These spaces are and will always be available during regular library hours, which is currently 51 hours per week, six days per week. Our central downtown location is pedestrian-friendly, on the Mountain Rides bus route, and has adequate vehicle and bike parking. The library is on the first floor of a two-story building that meets ADA requirements for accessibility for ingress and throughout the library.

Whether it is downsizing collections, moving furniture, or changing the layouts, our first consideration is access and ADA compliance when redesigning spaces or creating new ones. It takes a lot of planning, but as library users' needs shift, we see it as a priority.

How does (or will) the library partner with, or engage with other community organizations to provide, facilitate, or host work, education, and health monitoring services at the facilities funded by this project?

As a community-oriented institution, the library focuses on collaboration with local partners and organizations. We co-host various programs aimed at K-12 students and diverse adult audiences. Our work with St. Luke's Community Health started with the telehealth space and has expanded to include office hours in the library with hospital staff. The Hunger Coalition provides weekly snacks for kids and vulnerable adults. Volunteers help out at the library to assist during programs, offer tech assistance, facilitate educational opportunities and events.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 3/10/2025

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY

SUBJECT: Motion to approve Resolution 2025-__, authorizing the Mayor's signature and approval of an agreement with Peak Venture Group LLC dba Peak Construction, for sidewalk improvements at Ellsworth Inn along 3rd and 4th Ave. **ACTION ITEM**

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The attached contract with Peak Construction is for the installation of concrete sidewalk as part of the City's agreement for affordable housing with Ellsworth Inn along the properties frontage. The contract amount is for \$108,745.38. Work will commence as quickly as possible.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve Resolution 2025-__, authorizing the Mayor's signature and approval of an agreement with Peak Venture Group LLC, for sidewalk improvements at Ellsworth Inn along 3rd and 4th Ave.
ACTION ITEM

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

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

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

**CITY OF HAILEY
RESOLUTION NO. 2025-**

**RESOLUTION OF THE MAYOR AND CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING AN AGREEMENT WITH PEAK VENTURE GROUP DBA PEAK
CONSTRUCTION, FOR SIDEWALK IMPROVEMENTS AT ELLSWORTH IN ALONG
3RD AND 4TH AVE, IN THE AMOUNT OF \$108,745.00.**

WHEREAS, the City of Hailey desires to enter into an Agreement with Peak Construction, for sidewalk improvements at Ellsworth Inn, in the amount of \$108,745.

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

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

Passed this 10th day of March, 2025.

City of Hailey

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk



CONSTRUCTION CONTRACT

THIS CONSTRUCTION CONTRACT is made this 11th day of February 2025 between The City of Hailey, whose address is 115 S Main Street, Hailey ID 83333 ("Owner"), and Peak Venture Group LLC whose address is Post Office Box 265, Ketchum, ID 83340 ("Contractor").

RECITALS

A. Owner of certain (improved real property located at 702 S 3rd Ave, Hailey ID 83333, also known as Ellsworth Inn frontage (hereinafter referred to as the "Property").

B. Owner is desirous of having constructed on said Property a sidewalk improvement project on 3rd and 4th Ave, and Contractor has advised Owner that it has the ability and expertise to complete this sidewalk improvement project (scope of work).

TERMS AND CONDITIONS

NOW, THEREFORE, in consideration of the foregoing recitals, the mutual promises and agreements hereinafter contained, and for other good and valuable consideration, the receipt and sufficiency of which Owner and Contractor acknowledge, Owner and Contractor hereby agree as follows:

1. Statement of Work. Except as otherwise expressly specified elsewhere in this Contract, Contractor shall furnish all of the following as required to satisfactorily perform all aspects of the work for the construction of the Owner's sidewalk improvement project ("Project") personnel, labor, materials, tools, supplies, equipment, transportation, supervision, technical, professional and other services, goods, information, drawings, specifications, data, computer programs, work, and other items furnished under this Contract by Contractor or its Support ("Work").

2. Performance of Work. Contractor shall perform the Work under this Contract in accordance with all the provisions of this Contract and all other specifications, drawings and documents including the estimated Project Total (collectively, the "Construction Documents") enumerated in paragraph 22.

3. Schedule for Performance. Contractor shall promptly commence and diligently prosecute performance of the Work under this Contract. Contractor shall be excused for any delay in the Work caused by acts of God, acts of the Owner, or the Owner's employees, Owner's agents or Owner's contractors, inclement weather, acts of public utilities, public bodies, or other contingencies or factors beyond its control.

a. Contractor shall complete construction of the Sidewalk Improvement project by continual progress subject to the events creating delay enumerated above and turn possession over to the Owner by August 1, 2025. This date may be extended by written change order prepared by Contractor and approved by Owner.

4. Compensation. This is a fixed price contract in the amount of \$108,745.38.

5. Change Orders. Changes in the Work shall be made after execution of the Contract, and without invalidating the Contract, by change Order. A Change Order is a written instrument prepared by the Contractor and signed by the Owner, Contractor and, if applicable, Architect, stating their agreement upon all of the following:

- a. Change in the Work;
- b. The amount of the adjustment, if any, to the Project Total, and
- c. The extent of the adjustment, if any, in the completion time.

If the Change Order provides for an adjustment to the Project Total, the adjustment shall be based on the cost of the Work as defined below plus 7%, as the builder's fee.

The Owner agrees to make requests concerning any changes, additions, or alterations in the Work in writing directly to the Contractor and not to the workers on the job, including subcontractors and subcontractor's workers. Any Change Order shall be subject to all terms and conditions of this Contract.

6. Differing Project Conditions. A differing Project condition is a physical characteristic of the property (including existing structures) that materially changes the construction techniques or requirements necessary to fulfill the terms of this Contract from those reasonably expected at the time of Contract execution. Examples of such conditions include, but are not limited to, (a) subsurface or latent physical conditions at the Project site that differ materially from those indicated in the Construction Documents, (b) unknown or unusual physical conditions at the Project site, (c) unknown conditions in an existing structure that are at variance with the conditions indicated by the Construction Documents, or were unanticipated or not able to be evaluated because they were hidden or covered at the time the Project Total was developed, or (d) conditions that differ materially from those generally recognized as inherent in the work of the type covered by this Contract.

Before disturbing any differing Project condition, the Contractor shall notify the Owner of such condition. The Owner, or Owner's agent, shall investigate the condition within five (5) business days. If the differing site condition will cause an increase in the Contractor's cost of, or the time required for, performance of any part of the Work, the parties will execute a Change Order pursuant to paragraph 5 above.

7. Definitions.

- a. "Owner," "Contractor," "Contract Sum," and "Project" shall have their respective meanings specified above.
- c. "Support" means the following: Contractor's officers, employees, agents and representatives; Contractor's suppliers and subcontractors of any tier; the respective officers, employees, agents and representatives of Contractor's suppliers and subcontractors of any tier; and any other person or entity acting under the direction or control or on behalf of Contractor or any of Contractor's suppliers or subcontractors of any tier in connection with or incident to the performance of the Work or this Contract.
- d. "Work" shall be as described in paragraph 1 above.

e. "Cost of the Work" shall mean costs necessarily incurred in the proper performance of the Work and paid by the Contractor. Such costs shall include the items set forth in subparagraph (1) below and shall exclude the items set forth in subparagraph (2) below.

(1) Items Included.

(i) Salary or wages paid for labor in the direct employ of the Contractor in the performance of the Work or wage schedule in effect at the time of execution of this Contract, and including such welfare or other benefits, if any, as may be payable with respect thereto.

(ii) Salaries of Contractor's personnel when stationed at the field office, in whatever capacity employed. Personnel engaged at shops or on the road, in expediting the production or transportation of materials or equipment, shall be considered as stationed at the field office and their salaries paid for that portion of their time spent on this Work.

(iii) Cost of contributions, assessments or taxes incurred during the performance of the Work for such items as unemployment compensation and social security, insofar as such cost is based on wages, salaries, or other remuneration paid to employees of the Contractor and included in the Cost of the Work under Subparagraphs (i) and (ii) above.

(iv) The portion of reasonable travel and subsistence expenses of the Contractor or his officers or employees incurred while traveling in discharge of duties connected with the Work.

(v) Cost of all materials, supplies and equipment incorporated in the Work, including costs of transportation thereof.

(vi) Payments made by the Contractor to Subcontractors for Work performed pursuant to Subcontracts under this Contract.

(vii) Cost, including transportation and maintenance, of all materials, supplies, equipment, temporary facilities and hand tools not owned by the workers, which are consumed in the performance of the Work, and cost, less salvage value on such items used but not consumed which remain the property of the Contractor.

(viii) Rental charges of all necessary machinery and equipment, exclusive of hand tools, used at the site of the Work, whether rented from the Contractor or others, including installation, minor repairs and replacements, dismantling, removal, transportation and delivery costs thereof, at rental charges consistent with those prevailing in the area.

(ix) Cost of premiums for all bonds and insurance which the Contractor is required by this Contract to purchase and maintain.

(x) Sales, use or similar taxes related to the Work and for which the Contractor is liable imposed by any governmental authority.

(xi) Permit fees, royalties, damages for infringement of patents and costs of defending suits therefore, and deposits lost for causes other than the Contractor's negligence.

(xii) Losses and expenses, not compensated by insurance or otherwise, sustained by the Contractor in connection with the Work, provided they have resulted from causes other than the fault or neglect of the Contractor. Such losses shall include settlements made with the written consent and approval of the Owner. No such losses and expenses shall be included in the Cost of the Work for the purpose of determining the compensation payable to Contractor under Paragraph 4, above. If, however, such loss requires reconstruction and the Contractor is placed in charge thereof, he shall be paid for his services a fee proportionate to that stated in said Paragraph 4.

(xiii) Minor expenses such as long distance telephone calls, telephone service at the site, and similar petty cash items in connection with the Work.

(xiv) Cost of removal of all debris.

(xv) Costs incurred due to an emergency affecting the safety of persons and property.

(xvi) Utilities used and consumed at the job site, including gas, electricity and water.

(xvii) Other costs incurred in the performance of the Work unless expressly excluded in subparagraph (2), below.

(2) Items Excluded from Cost of the Work.

(i) Salaries or other compensation of the Contractor's personnel at the Contractor's principal office and branch offices.

(ii) Expenses of the Contractor's principal office other than the field office.

(iii) Any part of the Contractor's capital expenses, including interest on the Contractor's capital employed for the Work.

(iv) Except as specifically provided for in subparagraph (1)(viii) above or in modifications thereto, rental costs of machinery and equipment.

8. Status of Contractor.

a. Contractor shall be and act as an independent contractor (and not as the agent or representative of Owner) with regard to performance of the Work and this Contract. Contractor shall not represent that it is, or hold itself out as, an agent or representative of Owner. In no event shall Contractor be authorized to enter into any agreements or undertakings for or on behalf of Owner or to act as or be an agent or representative of Owner, provided, however, that the parties acknowledge that in executing Subcontracts with Subcontractors, and performing the Work pursuant hereto, Contractor is acting both in its own capacity and in order to further Owner's interests and Contractor's interest in completing the Work.

b. Subject to compliance with the requirements of this Contract, Contractor shall perform the Work in accordance with its own methods. Contractor shall be fully responsible for the acts, omissions, conduct and performance of all of its Support.

c. Contractor represents that it is, and that at all times during performance of the Work it shall be, fully experienced and properly qualified, licensed, equipped, organized, and financed to perform the Work.

9. Protection of Property and Persons.

Until completion of the Work, Owner shall be responsible for and shall bear any and all risk of loss, deterioration, theft, vandalism, or destruction of or damage to the Work and anything used (or to be used or consumed) in connection with the Work unless such loss, theft, destruction or damage results from the sole negligence of Contractor.

10. Compliance with Laws.

a. Contractor shall use its best efforts to substantially comply with all applicable laws, ordinances, rules, regulations, orders, licenses, permits and other requirements, now of any governmental authority having jurisdiction over the Project.

b. Unless otherwise specified in this Contract, or directed by Owner, Contractor shall obtain, at Owner's expense, all permits, inspections, licenses and fees and shall furnish all bonds, security or deposits required to perform the Work in accordance with this Contract. Contractor shall advise Owner in writing and consult with Owner prior to applying for any permit or other authorization form, or entering into any agreement with, any governmental authority with regard to the Work.

11. Liens.

a. Contractor shall promptly pay (and secure the discharge of any liens asserted by) all persons and entities (including, but not limited to, Contractor's Support) furnishing labor, equipment, materials or other items in connection with the performance of the Work. Contractor shall furnish to Owner such releases of liens.

b. In connection with the foregoing, the parties acknowledge and agree that Contractor's payment practice regarding Subcontractors shall be as follows: (i) Contractor shall pay Subcontractors and demand that a duly executed lien release with respect to such payment be immediately forwarded to Contractor and (ii) if such lien release is not received by Contractor before the Subcontractor's next request for payment is received, Contractor shall refuse to pay on such subsequent request until the lien release is received.

12. Contract Sum and Progress Payments.

An initial sum of **\$0** shall be paid by the Owner to the Contractor as a deposit for material and permit procurement. Progress billings will be submitted monthly for work completed. This payment arrangement will continue through the completion of the project.

The Contractor can request prepayment or deposits to be made to suppliers of materials over and above the working funds at any time by providing the Owner with sufficient documentation at which time the Owner can elect to either pay the Contractor or write a joint check to the supplier and the Contractor.

Progress billings shall be submitted no more frequent than every 14 calendar days by the Contractor to the Owner. The progress billings will include the following: a schedule of values approved by the Owner and Contractor, project progress photos. The Owner shall pay Contractor the approved amount within ten calendar days of receipt of progress billing.

Interest shall begin to accrue on any delinquent amount the Contractor has expended of his own funds at the rate of 1.5% percent per month until the payment is made.

13. Termination.

a. If Owner does not fund a pay application in the allotted time, the Contractor shall have the option to discontinue Work on the Project until such time as the aforesaid payment is made. After the Contractor provides seven (7) days written notice to the Owner, the Contractor may terminate this Contract and recover from the Owner payment for all unpaid Work and demobilization costs and profit upon the following events:

- i. Construction is stopped for a period of at least 30 days due to the actions or neglect of Owner;
- ii. Construction is stopped for a period of at least 30 days due to an order by a court or other public authority having jurisdiction;
- iii. Construction is stopped for a period of at least 30 days for any of the reasons enumerated in paragraph 3 of this Contract; or
- iv. Owner fails to make payments to Contractor as provided for herein.

b. Owner may terminate this Contract at any time for the material default of Contractor. No such termination shall be effective until Owner has given Contractor the opportunity to cure the default. Owner shall give Contractor notice in writing stating that Contractor has thirty (30) days to cure the specified default and, that if not so cured, or if reasonable steps by Contractor have not been commenced to cure, then Owner will terminate the Contract.

14. Insurance.

a. Contractor shall ensure that, with respect to all persons performing the Work, Contractor or its Support maintains in effect at all times during the performance of the Work coverage or insurance in accordance with the applicable laws relating to workers' compensation and employer's liability insurance regardless of whether such coverage or insurance is mandatory or merely elective under the law.

b. Fire, and other casualty insurance, with course of construction/builders risk coverage,, theft, vandalism and malicious mischief provisions shall be obtained by Owner at Owner's expense.

c. The Contractor agrees to obtain and provide the Owner with a Certificate of insurance showing evidence of the following coverage's, naming The City of Hailey the certificate holder and additional insured, on an occurrence basis. Such certificate must be accompanied by an additional insured endorsement page- Form CG 2010.

COMMERCIAL GENERAL LIABILITY:

General Aggregate:	\$2,000,000
Products completed Operations	

Aggregate:	\$2,000,000
Personal & Advertising Injury:	\$1,000,000
Each Occurrence:	\$1,000,000

AUTO LIABILITY:

Combined Single Limit: \$500,000

WORKMANS' COMPENSATION:

Statutory

EMPLOYER LIABILITY:

\$100,000 Minimum

15. Assignment: Beneficiaries: Successors.

a. Neither party shall assign all or any part of this Contract or any of its rights hereunder without the prior written consent of the other party.

b. If Contractor is composed of more than one person or entity, each such person or entity shall be jointly and severally liable under this Contract. This Contract shall be fully binding upon the parties and their successors, assigns and legal representatives.

16. Notices. Any notice, request, approval, consent, instruction, direction or other communication under this Contract given by either party to the other party shall be in writing and shall be delivered in person or mailed, properly addressed and stamped with the required postage, to the intended recipient at the address listed above and to the attention of the person specified above.

17. Entire Contract. This Contract embodies the entire agreement between Owner and Contractor. The parties shall not be bound by or liable for any statement, representation, promise, inducement or understanding of any kind or nature not set forth in this Contract. No change, amendment or modification of any of the provisions of this Contract shall be valid unless set forth in a written amendment to this Contract signed by both parties.

18. Applicable Law. This Contract, and all questions concerning the capacity of the parties, execution, validity (or invalidity), and performance of this Contract, shall be interpreted, construed and enforced in all respects in accordance with the laws of the state of Idaho.

19. Dispute Resolution.

a. Mediation. Any controversy or claim arising out of or relating to this Contract or breach thereof, shall first be submitted to mediation in accordance with the American Arbitration Commercial Mediation Rules. Mediation shall be promptly scheduled and held in Blaine County. This agreement to mediate and any other agreement or consent to mediate entered into in accordance with this Contract shall be specifically enforceable under the prevailing law of Idaho. Each party shall bear its own costs and the parties shall split equally the cost and expenses of the mediator.

b. Arbitration. In the event mediation proves unsuccessful, all

controversies or claims arising out of, or relating to, this Contract or the breach thereof shall be decided by arbitration. Such arbitration shall be final and binding and conducted by one (1) neutral arbitrator. The arbitration shall be conducted by the American Arbitration Association utilizing its Construction Arbitration Rules unless the parties mutually agree otherwise. Judgment on the arbitrator's award may be entered in any court having jurisdiction thereof. This agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law of the State of Idaho. Arbitration shall be held in Blaine County, Idaho. The parties shall split equally the American Arbitration Association fees, costs and the arbitrator's fees, costs, and expenses. The arbitrator shall have no authority to consider in its decision, or to actually award, attorney fees, costs or punitive damages.

20. Owners Right to Perform Construction and to Award Separate Contracts. In the event Owner performs construction or operations related to the Work with Owner's own forces or if the Owner awards contracts in connection with other portions of the Work, then Owner agrees to compensate Contractor for any delay or additional costs incurred by Contractor because of such action by Owner.

Owner shall provide for coordination of the activities of Owner's own forces and of each separate contractor employed by Owner with the Work of the Contractor, who shall cooperate with them. Contractor shall, at all times, be given the opportunity to participate with such other separate contractors and Owner in reviewing their construction schedules. Contractor shall then make any revisions to its construction schedule deemed after such joint review and mutual agreement. The construction schedule shall then constitute the schedules to be used by the Contractor, separate contractors and the Owner until subsequently revised.

21. Correction of Work. Within one (1) year of the date of Substantial Completion of the Work, or designated portion thereof, if any of the Work is determined in good faith to be not in accordance with the requirements of the Contract Documents, the Contractor, at no cost to the Owner, shall correct it promptly after receipt of written notice from the Owner to do so, unless the Owner has previously given Contractor a written acceptance of such conditions. The Owner shall give such notice no later than ten (10) days after discovery of the condition. During this one (1) year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the right to require correction by the Contractor or to seek compensation for correction Work performed by persons other than Contractor.

22. Enumeration of Contract Documents. The following documents are a material part of this Contract and are incorporated herein by this reference:

Exhibit A: Project Documents

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

PEAK VENTURE GROUP LLC.

By: _____

Cody Colombo, Chief Operating Officer

OWNER

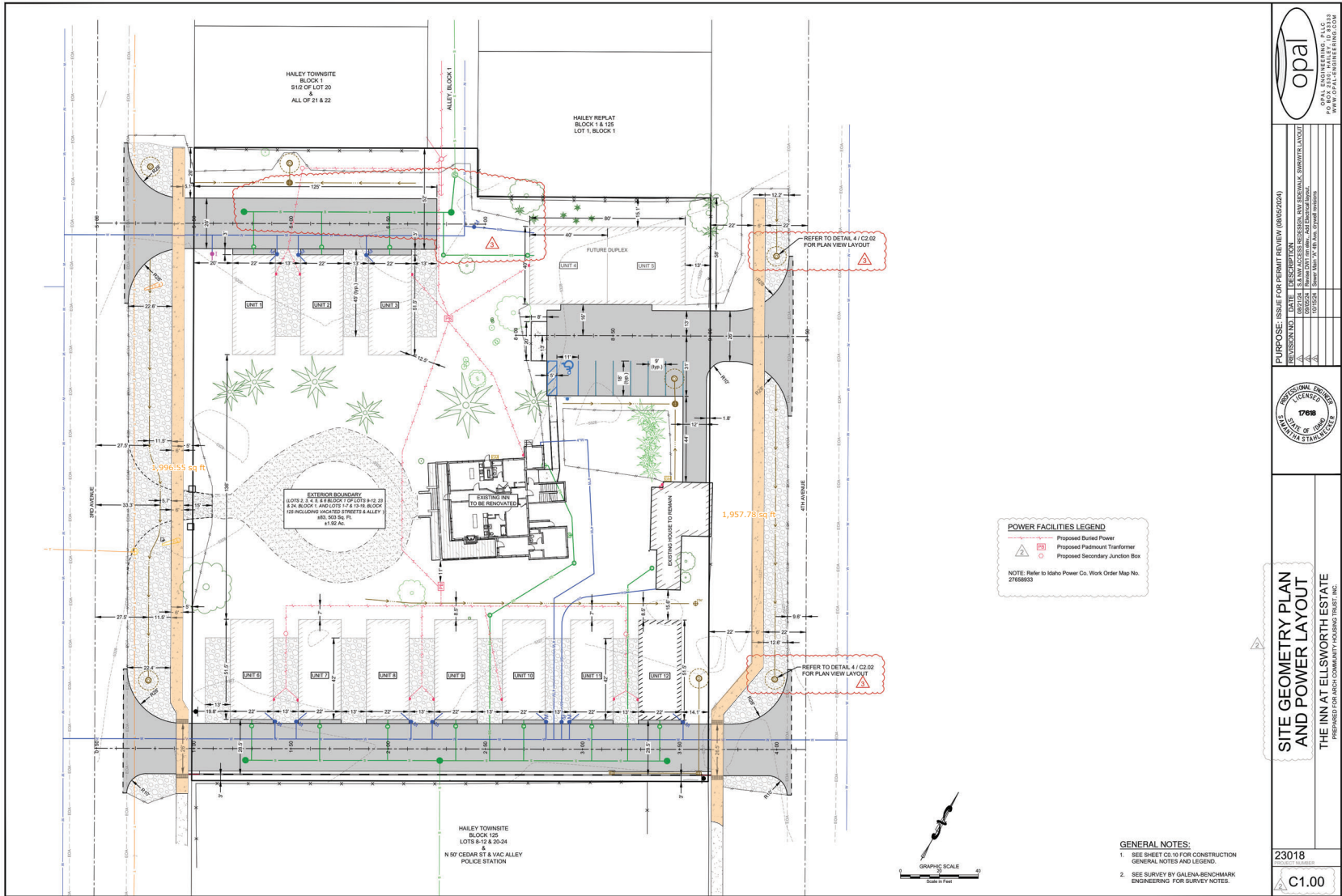
By: _____

The City of Hailey Representative

Exhibit A

Project Documents

- Ellsworth Inn Civil Plans




POWER FACILITIES LEGEND

- Proposed Buried Power
- Proposed Padmount Transformer
- Proposed Secondary Junction Box

NOTE: Refer to Idaho Power Co. Work Order Map No. 27658923

- GENERAL NOTES:**
- SEE SHEET C2.10 FOR CONSTRUCTION GENERAL NOTES AND LEGEND.
 - SEE SURVEY BY GALENA-BENCHMARK ENGINEERING FOR SURVEY NOTES.




OPAL ENGINEERING, PLLC
1075 WEST 12TH AVENUE, SUITE 200
DENVER, CO 80202
WWW.OPAL-ENGINEERING.COM

PURPOSE: ISSUE FOR PERMIT REVIEW (BIDDING)

REVISIONS:

NO.	DATE	DESCRIPTION
1	10/20/22	ISSUE FOR PERMIT REVIEW (BIDDING)
2	10/20/22	ISSUE FOR PERMIT REVIEW (BIDDING)
3	10/20/22	ISSUE FOR PERMIT REVIEW (BIDDING)



SITE GEOMETRY PLAN AND POWER LAYOUT

THE INN AT ELLSWORTH ESTATE
PREPARED FOR JACO COMMUNITY HOLDING TRUST, INC.

23018

C1.00

REUSE OF DRAWINGS: These drawings, or any portion thereof, shall not be used for any project other than that for which they were prepared without the express written consent of Opal Engineering, PLLC.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 3/10/25

DEPARTMENT: PW

DEPT. HEAD SIGNATURE: BY

SUBJECT: Motion to accept bid from Summit Construction in the amount of \$248,916, for the reconstruction of the Fox Acres Pathway, and motion to adopt Resolution 2025-____, authorizing the Mayor to sign the Notice of Award and project related documents. **ACTION ITEM**

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The City applied for and received a grant to reconstruct the Fox Acres Pathway.

The bid for this project was completed at 2:30pm on February 20th. Four bids were received, and the lowest bid was received from Summit Construction in the amount of \$248,916.00. The bids received are as follows:

- Summit Construction: \$ 248,916.00
- Idaho Materials & Construction: \$309,183.00
- Apollo Construction: \$315,360.00
- Idaho Site Works: \$ 344,733.00

Public Works issued a Request for Bids in accordance with Idaho Code 67-2805 (2), on Wednesday, January 15th. The project was advertised on the City of Hailey website and in the local newspaper on January 15th, January 22nd, and January 29th. The project had an original bid due date of February 6 but was extended to February 20th as set by Addendum No. 1.

Staff recommends authorizing the mayor to sign the Notice of Award, authorize Public Works to move forward with the project, and authorize the Mayor to sign project related documents.

The work is set to start no earlier than May 1st and must be complete within 21 calendar days unless otherwise extended by contract documents.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____

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

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

Staff Contact: _____ Phone # _____

Comments: _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to accept bid from Summit Construction in the amount of \$248,916, for the reconstruction of the Fox Acres Pathway, and motion to adopt Resolution 2025-____, authorizing the Mayor to sign the Notice of Award and project related documents. **ACTION ITEM**

ACTION OF THE CITY COUNCIL:

Date : _____

City Clerk _____

FOLLOW-UP:

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

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

Instrument # _____

**CITY OF HAILEY
RESOLUTION NO. 2025-____**

**RESOLUTION OF THE MAYOR AND CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING A NOTICE OF AWARD, AGREEMENT, AND NOTICE TO
PROCEED WITH SUMMIT CONSTRUCTION, TO RECONSTRUCT THE FOX
ACRES PATHWAY, IN THE AMOUNT OF \$ 248,916.**

WHEREAS, the City of Hailey desires to issue a Notice of Award and enter into an Agreement with Summit Construction, to reconstruct the Fox Acres Pathway,

WHEREAS, the City of Hailey desires the Contractor to proceed in a timely manner to meet the project schedule, and

WHEREAS, the City of Hailey and Summit Construction, 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 Notice of Award and the Agreement between the City of Hailey and Summit Construction, and that the Mayor is authorized to execute the attached Notice of Award and Agreement, and the Notice to Proceed.

Passed this 10th day of March, 2025.

City of Hailey

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk



City of Hailey, Idaho

**Public Works Department
115 S. Main St, Hailey, ID 83333
(208) 788-9830**

Contract Documents and Specifications

**FOX ACRES PATHWAY RECONSTRUCTION
PROJECT**

December, 2024

Prepared by:

**Hailey Public Works
115 Main St S., Ste H
Hailey, ID 83333
(208) 788-9830**

INVITATION TO BID

The City of Hailey, Idaho, is accepting sealed bids at the office of the City Clerk, 115 Main St. S, Hailey, Idaho 83333, **until 2:00 p.m., local time, Thursday, February 6, 2025**, for the following project:

FOX ACRES PATHWAY RECONSTRUCTION PROJECT

At 2:00 p.m. on the same day, all bid proposals will be opened publicly and read aloud in the Hailey City Hall council chambers.

The proposed Work includes rotomilling existing asphalt, importation of additional base material, and construction 10' wide asphalt pathway including minor shoulder work, landscape repair and irrigation repairs as necessary.

Construction shall be in conformance with the ISPWC and City of Hailey Standards. The contractor shall be responsible for any repairs of the adjoining landscape that may be damaged during construction.

This is a Davis-Bacon project.

The contract documents, plans and specifications may be obtained at the City of Hailey Public Works Department, 115 Main St. S, Hailey, Idaho 83333. The contract documents, plans and specifications may also be obtained by contacting Nancy Arellano or Brian Yeager at the City of Hailey: (208) 788-9830 x1 or via email at Nancy.Arellano@haileycityhall.org or Brian.Yeager@haileycityhall.org. Questions regarding the contract documents or scope of work should be submitted in writing to Nancy.Arellano@haileycityhall.org or Brian.Yeager@haileycityhall.org.

Bidders must hold a valid Idaho Public Works License prior to the bid due date. Bidders must submit a list of all subcontractors with their bid.

Any objections to the contents or terms of the contract documents, plans and specifications shall be raised no later than three (3) days prior to the bid opening date and time.

The City of Hailey reserves the right to reject any and all bids.

Mary Cone, City Clerk

Publish Dates:
January 15, 2025
January 22, 2025
January 29, 2025

INSTRUCTIONS TO BIDDERS

BID PROPOSALS

The City of Hailey, Idaho, is accepting sealed bids at the office of the City Clerk, 115 Main St. S, Hailey, Idaho 83333, **until 2:00 p.m., local time, Friday, February 6, 2025**, for the following project:

FOX ACRES PATHWAY RECONSTRUCTION PROJECT

At 2:00 p.m. on the same day, all bid proposals will be opened publicly and read aloud in the Hailey City Hall council chambers.

The contract documents, plans and specifications may be obtained at the City of Hailey Public Works Department, 115 Main St. S, Hailey, Idaho 83333. The contract documents, plans and specifications may also be obtained by contacting Nancy Arellano or Brian Yeager at the City of Hailey: (208) 788-9830 x1 or via email at nancy.arellano@haileycityhall.org or brian.yeager@haileycityhall.org. Questions regarding the contract documents or scope of work should be submitted in writing to nancy.arellano@haileycityhall.org or brian.yeager@haileycityhall.org.

The Bidder must hold a valid Idaho Public Works License prior to the bid due date. The Bidder must submit a list of all subcontractors with their BID PROPOSAL.

The BID PROPOSAL must be submitted in a sealed envelope, plainly marked on the outside as:

“BID FOR FOX ACRES PATHWAY RECONSTRUCTION PROJECT”

If forwarded by mail, the sealed envelope containing the BID PROPOSAL must be enclosed in another envelope addressed to the HAILEY PUBLIC WORKS DEPARTMENT, in care of the receiving office.

The BID PROPOSAL must be made on the required BID FORM. All blank spaces for bid prices must be filled in, in ink or typewritten, and the BID FORM must be fully completed and executed when submitted. Only one copy of the BID FORM is required.

The CITY OF HAILEY may waive any informalities or minor defects or reject any and all BID PROPOSALS. Any BID PROPOSAL may be withdrawn prior to the above scheduled time for the opening of BID PROPOSALS or authorized postponement thereof. Any BID PROPOSAL received after the time and date specified shall not be considered. No Bidder may withdraw a BID PROPOSAL within 60 days after the actual date of the opening thereof. Should there be reasons why the contract cannot be awarded within the specified period, the time may be extended by mutual agreement between the CITY OF HAILEY and the Bidder.

The Bidder is responsible for inspecting the site and for reading and being thoroughly familiar with the CONTRACT DOCUMENTS. The failure or omission of the Bidder to do any of the foregoing shall in no way relieve the Bidder from any obligation in respect to the Bidder's BID PROPOSAL. The Bidder must satisfy themselves of the accuracy of any estimated quantities in the BID PROPOSAL by examination of the site and a review of the drawings and specifications including ADDENDA. The quantities shown in the BID PROPOSAL are estimated quantities and are given solely for the purpose of facilitating the comparison of Proposals. All computations of the Contractor's compensation shall be based upon the quantities of work actually performed, whether greater or less than estimated quantities. After BID PROPOSALS have been submitted, the Bidder shall not assert that there was a misunderstanding concerning the quantities of WORK or of the nature of the WORK to be done. Any objections to the contents or terms of the contract documents, plans and specifications shall be raised no later than three (3) days prior to the bid opening date and time.

The CITY OF HAILEY shall provide to the Bidder, prior to the opening of the BID PROPOSALS, all information which is pertinent to, and delineates and describes, the land owned and rights-of-way acquired or to be acquired. The CONTRACT DOCUMENTS contain the provisions required for the construction of the project. Information obtained from an officer, agent, or employee of the CITY OF HAILEY, or any other person, shall not affect the risks or obligations assumed by the CONTRACTOR or relieve him from fulfilling any of the conditions of the AGREEMENT.

A PERFORMANCE BOND and a PAYMENT BOND, each in the amount of 100 percent of the CONTRACT PRICE, with a corporate surety approved by the CITY OF HAILEY, will be required for the faithful performance of the contract. Attorneys-in-fact who sign PERFORMANCE BONDS or PAYMENT BONDS must file with each bond a certified and effective dated copy of their power of attorney.

A conditional or qualified BID PROPOSAL will not be accepted.

The CITY OF HAILEY reserves the right to reject any or all BID PROPOSALS, and to postpone the award of the CONTRACT for a period not to exceed sixty (60) days.

INSTRUCTIONS TO BIDDERS (continued)

SUCCESSFUL BIDDER, NOTICE-OF-AWARD, EXECUTION OF AGREEMENT, and NOTICE-TO-PROCEED

The Bidder to whom the CITY OF HAILEY issues a NOTICE-OF-AWARD is deemed the "Successful Bidder."

The CITY OF HAILEY may make such investigations as deemed necessary to determine the ability of the Successful Bidder to perform the WORK, and the Successful Bidder shall furnish to the CITY OF HAILEY all such information and data for this purpose as the CITY OF HAILEY may request. The Successful Bidder shall supply the names and addresses of major material SUPPLIERS and SUBCONTRACTORS, if requested to do so by the CITY OF HAILEY. The CITY OF HAILEY reserves the right to reject any the Successful Bidder's BID PROPOSAL if the evidence submitted by, or investigation of, the Successful Bidder fails to satisfy the CITY OF HAILEY that the Successful Bidder is properly qualified to carry out the obligations of the AGREEMENT and to complete the WORK contemplated therein.

The CITY OF HAILEY shall include with the NOTICE-OF-AWARD the necessary agreement and bond forms. Within seven (7) calendar days from the date when the NOTICE-OF-AWARD is delivered to the Successful Bidder, the Successful Bidder will be required to execute the AGREEMENT and provide the acceptable PERFORMANCE BOND, PAYMENT BOND, and CERTIFICATE OF INSURANCE. If the Successful Bidder is unable to execute the AGREEMENT, as described, the CITY OF HAILEY may consider the Successful Bidder in default.

The CITY OF HAILEY, within ten (10) days of receipt of acceptable PERFORMANCE BOND, PAYMENT BOND, CERTIFICATE OF INSURANCE, and AGREEMENT, signed by the Successful Bidder to whom the AGREEMENT was awarded, shall sign the AGREEMENT, and return an executed duplicate of the AGREEMENT to the Successful Bidder. Should the CITY OF HAILEY not execute the AGREEMENT within this ten (10) day period, the Successful Bidder may, by written notice, withdraw the signed AGREEMENT. Such notice of withdrawal shall be effective upon receipt of the notice by the CITY OF HAILEY. Upon execution of the AGREEMENT, the Successful Bidder is deemed the "CONTRACTOR."

The CITY OF HAILEY shall issue the NOTICE-TO-PROCEED immediately following execution of the AGREEMENT by the CITY OF HAILEY. Should there be reasons why the NOTICE-TO-PROCEED cannot be issued within such period, the time may be extended by mutual agreement between the CITY OF HAILEY and CONTRACTOR. If the NOTICE-TO-PROCEED has not been issued within sixty (60) days of the bid opening or within the period mutually agreed upon, the CONTRACTOR may terminate the AGREEMENT without further liability on the part of either party.

All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the PROJECT shall apply to the contract throughout as if written therein in full.

PROJECT DESCRIPTION

The proposed Work includes removing existing asphalt, importation of additional base material, and construction 10' wide asphalt pathway including minor shoulder work, landscape repair and irrigation repairs as necessary.

The Contractor is responsible for locating and repairing or raising to grade existing irrigation heads along the disturbed area. Areas without irrigation heads shall be carefully hydroseeded with an approved drought resistant seed mix.

Minimal elevations are shown on this plan set because the final elevations shall be field fit by the Contractor and Engineer. Most places on the pathway shall be simply raised to accommodate the additional base and straight graded as long as reasonable in parallel with existing profile grades. This will result in a slightly higher pathway that in some locations will require topsoil on the north side so runoff from the berm moves freely across the pathway to the south side. It is the Contractor's responsibility to work with the City and establish grade control as necessary.

Contractor shall prepare for and allow public walking/biking access through the jobsite during non-working hours. During working hours, contractor shall provide traffic control or detours to safely divert users around construction area.

Construction shall be consistent with the ISPWC and City of Hailey Standards.

All quantities are approximate - this is a unit price basis project and the Contractor shall verify and confirm all quantities with the Owner. Refer to the Bid documents for additional information.

Work shall commence no earlier than May 1st, 2025 and must be completed within 21 calendar days unless otherwise extended by the contract documents. The contractor shall observe construction hours limited to Monday through Friday 7 a.m. – 7 p.m., Saturdays 8 a.m. – 7 p.m., and Sunday 9 a.m. – 7 p.m.

This is a Davis-Bacon project.

Questions regarding the contract documents or scope of work should be submitted in writing to either Nancy Arellano or Brian Yeager via email at Nancy.Arellano@haileycityhall.org or Brian.Yeager@haileycityhall.org.

PROJECT SPECIFICATION

This project's specifications are as noted on the CONTSTRUCTION DRAWINGS, the most current edition of the City of Hailey Standard Drawings and Specifications, the Idaho State Public Works Construction Standard Specifications, and LHTAC's letter of Award and Procedures. This is a Davis-Bacon project.

ADDENDUM NO. 1
TO
BID DOCUMENTS
FOR

FOX ACRES PATHWAY RECONSTRUCTION PROJECT

ADDENDUM NO. 1 DATE: February 5, 2025
ORIGINAL BID DATE: February 6, 2025
REVISED BID DATE: February 20, 2025 (per Addendum No. 1)

TO: PROSPECTIVE BIDDERS AND OTHER INTERESTED PARTIES

THE FOLLOWING CHANGES, ADDITIONS, CLARIFICATIONS, AND/OR DELETIONS ARE HEREBY MADE A PART OF THE CONTRACT DOCUMENTS FOR SAID PROJECT.

CHANGES TO CONTRACT DOCUMENTS

SPECIFICATIONS

THE CONTRACT DOCUMENTS ARE HEREBY MODIFIED BY THE FOLLOWING ITEMS:

*Item 1 INVITATION TO BID
Change Bid Date*

The City of Hailey, Idaho, is accepting sealed bids at the office of the City Clerk, 115 Main St. S, Hailey, Idaho 83333, **until 2:00 p.m., local time, Thursday, February 20, 2025**, for the following project:

FOX ACRES PATHWAY RECONSTRUCTION PROJECT

At 2:00 p.m. on the same day, all bid proposals will be opened publicly and read aloud in the Hailey City Hall council chambers.

*Item 2 INSTRUCTIONS TO BIDDERS
Change Bid Date*

BID PROPOSALS

The City of Hailey, Idaho, is accepting sealed bids at the office of the City Clerk, 115 Main St., S, Hailey, Idaho 83333, **until 2:00 p.m., local time, Thursday, February 20, 2025**, for the following project:

ALL ITEMS IN CONFLICT WITH THE ADDENDA ARE HEREBY DELETED.

THIS ADDENDUM IS MADE PART OF THE CONTRACT DOCUMENTS AND SHALL BE NOTED ON THE BID PROPOSAL.

CONCLUSION OF ADDENDUM NO. 1.

ALL OTHER TERMS AND CONDITIONS OF THE BID REMAIN THE SAME.

END OF ADDENDUM NO. 1

ADDENDUM NO. 2
TO
BID DOCUMENTS
FOR

FOX ACRES PATHWAY RECONSTRUCTION PROJECT

ADDENDUM NO. 2 DATE: February 11, 2025
ORIGINAL BID DATE: February 6, 2025
REVISED BID DATE: February 20, 2025 (per Addendum No. 1)

TO: PROSPECTIVE BIDDERS AND OTHER INTERESTED PARTIES

THE FOLLOWING CHANGES, ADDITIONS, CLARIFICATIONS, AND/OR DELETIONS ARE
HEREBY MADE A PART OF THE CONTRACT DOCUMENTS FOR SAID PROJECT.

CHANGES TO CONTRACT DOCUMENTS

SPECIFICATIONS

THE CONTRACT DOCUMENTS ARE HEREBY MODIFIED BY THE FOLLOWING ITEMS:

Item 1 Invitation to Bid, Instructions to Bidders
Project description

Traffic Control and Detours:

The Owner has determined full pathway closure is acceptable for a period not to exceed 10 working days in areas that cannot be efficiently detoured. For instance, the pathway segment between the Wood River Trail and the Fox Acres Roundabout has limited opportunity for nearby detour. The City is willing to allow full closure of this segment to prepare for asphalt placement, then allow one additional day of full closure during asphalt placement. Signage must be placed at the limits of the full closure stating the dates of closure.

The project area between the Fox Acres Roundabout and the eastern extent of the project may be detoured northerly into the adjacent subdivision when needed. This segment may also be closed during the 10+1 day closure window, but any work outside of that window will need to provide pedestrian detour.

The owner has specified a bid allowance for Traffic Control and Detours in the amount of **\$5,000. Please use this amount on your bid form** for the competitive bidding process. Upon bid award, the City Engineer will work with the winning Contractor to discuss the scope of the applicable work. At the conclusion of said discussions, the City may choose to either 1) retain the proposed scope and fee based on the bid allowance, or 2) may choose to change order the contract amount to match the determined scope and fee, or 3) the City may choose to remove this item from the contract for performance by others.

Repair Irrigation and Landscape:

In order to reduce the affected landscape area, the Owner has decided to translate the pathway approximately 2' to the south for the majority of the alignment. This will generally allow for a vertical cut on the existing northern edge, thereby retaining and protecting landscape infrastructure on that side. With the new pathway location now falling approximately 2' to the south, less than 50% of the primary pathway frontage will now have active irrigation. Irrigation will need to be adjusted in the active irrigation area only, plus the 170' section of abandoned pathway. In addition, the quantity for topsoil is now removed from this line-item and a line specific to that has been added to the bid schedule.

The owner has specified a bid allowance for Repair Irrigation and Landscape in the amount of **\$5,000. Please use this amount on your bid form** for the competitive bidding process. Upon bid award, the City Engineer will work with the winning Contractor to discuss the scope of the applicable work. At the conclusion of said discussions, the City may choose to either 1) retain the proposed scope and fee based on the bid allowance, or 2) may choose to change order the contract amount to match the determined scope and fee, or 3) the City may choose to remove this item from the contract for performance by others.

Item 2 Bid Schedule

The Bid Schedule has been updated. Enclosed.

ALL ITEMS IN CONFLICT WITH THE ADDENDA ARE HEREBY DELETED.

THIS ADDENDUM IS MADE PART OF THE CONTRACT DOCUMENTS AND SHALL BE NOTED ON THE BID PROPOSAL.

CONCLUSION OF ADDENDUM NO. 2.

ALL OTHER TERMS AND CONDITIONS OF THE BID REMAIN THE SAME.

END OF ADDENDUM NO. 2

BID FORM

PROJECT IDENTIFICATION:

CITY OF HAILEY
FOX ACRES PATHWAY RECONSTRUCTION PROJECT

THIS BID IS SUBMITTED TO:

City of Hailey
115 Main St. S
Hailey, ID 83333

1.01 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with the CITY OF HAILEY in the form included in the Bidding Documents to perform all work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

2.01 The undersigned Bidder accepts all of the terms and conditions of the Advertisement and/or Invitation to Bid and Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. The Bid will remain subject to acceptance for 60 days after the opening of Bid Proposals, or for such longer period of time that Bidder may agree to in writing upon request of the CITY OF HAILEY.

3.01 In submitting this Bid, the undersigned Bidder represents, as set forth in the AGREEMENT, that:

A. The Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of all of which is hereby acknowledged.

<u>Addendum No.</u>	<u>Addendum Date</u>	<u>Initial</u>
<u>1</u>	<u>2/5/2025</u>	<u>J.G.</u>
<u>2</u>	<u>2/11/2025</u>	<u>J.G.</u>

B. The Bidder has visited the project site and become familiar with and is satisfied as to the general, local and project site conditions that may affect cost, progress, and performance of the WORK.

C. The Bidder is familiar with and is satisfied as to all federal, state and local laws and regulations that may affect cost, progress and performance of the WORK.

D. The Bidder has carefully studied all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the project site. The Bidder acknowledges that the CITY OF HAILEY does not assume responsibility for the accuracy or completeness of information and data shown or indicated in the Bidding Documents with respect to underground facilities at or contiguous to the site.

E. The Bidder does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.

F. The Bidder is aware of the general nature of work to be performed by the CITY OF HAILEY and others at the project site that relates to the WORK as indicated in the Bidding Documents.

G. The Bidder has correlated the information known to the Bidder, information and observations obtained from visits to the project site, reports and drawings identified in the Bidding Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Bidding Documents.

H. The Bidder has given the City of Hailey Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by the City of Hailey Engineer is acceptable to the Bidder.

I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the WORK for which this Bid is submitted.

4.01 The Bidder further represents that this Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; The Bidder has not solicited or induced any individual or entity to refrain from bidding; and the Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over the CITY OF HAILEY.

4.02 Construction Schedule Coordination: The Bidder, after receipt of NOTICE-TO-PROCEED, shall coordinate with the City of Hailey Engineer to verify the proposed construction start date as indicated in the Agreement. The Contractor shall schedule a pre-construction meeting with the City of Hailey Engineer, to be held prior to commencing construction.

5.01 **BID SCHEDULE:** The Bidder will complete the WORK in accordance with the Contract Documents for the following price(s):

PROJECT: FOX ACRES PATHWAY RECONSTRUCTION PROJECT

#	Item & Category Description	Unit	Qty	Unit Price	Estimated Cost
1	Contractor Mobilization	L.S.	1	\$43,400.00	\$43,400.00
2	Traffic Control and Detours	L.S.	1	\$1.00	\$5,000.00
3	Erosion and Sediment Control	L.S.	1	\$4,100.00	\$4,100.00
	Demolition				
4	Site Clearing & Grubbing (vegetation within 2' of asphalt)	S.Y.	400	\$11.00	\$4,400.00
5	Excavation	C.Y.	180	\$46.00	\$8,280.00
6	Sawcut Asphalt	L.F.	71	\$6.00	\$426.00
7	Remove and dispose of Asphalt	S.Y.	2,364	\$5.00	\$11,820.00
8	Remove and dispose of Concrete	S.Y.	120	\$11.00	\$1,320.00
9	Remove and dispose of trees and root balls	EA	3	\$180.00	\$540.00
10	Remove Crosswalk Sign	EA	1	\$250.00	\$250.00
	Landscape Repair				
11	Repair Irrigation and Landscape (includes reseeded w/ drought resistant grass)	S.Y.	700	\$1.00	\$5000.00
	Bike Path Reconstruction				
12	2" Minus Aggregate (shoulder + additional base re-construction)	C.Y.	510	\$48.00	\$24,480.00
13	¾" Minus Aggregate (shoulder + additional base re-construction)	C.Y.	310	\$49.00	\$15,190.00
14	2.5" of Asphalt (SP-3 HMA, ½" gradation, PG-28)	C.Y.	155	\$460.00	\$71,300.00
15	Truncated Dome	S.F.	80	\$225.00	\$18,000.00
16	Install Drywell	EA	1	\$9,610.00	\$9,610.00
17	Clean Drywell	EA	1	\$1,780.00	\$1,780.00
18	4" PVC Irrigation Conduit	L.F.	60	\$57.00	\$3,420.00
19	Estimated Fill Material (2" Minus Aggregate)	C.Y.	200	\$68.00	\$13,600.00
20	Import and place topsoil	C.Y.	50	\$140.00	\$7,000.00
Sum of Estimated Costs:				\$248,916.00	

SUM OF ESTIMATED COSTS WRITTEN IN WORDS Two Hundred Forty Eight

Thousand Nine Hundred Sixteen Dollars and Zero Cents

(Lowest Total Price will be considered as the low Bidder)

6.01 The Bidder agrees that the WORK will be substantially completed and ready for final payment on or before the dates or within the number of calendar days indicated in the AGREEMENT.

6.02 The Bidder accepts the provisions of the AGREEMENT as to liquidated damages in the event of failure to complete the WORK within the times specified above, which shall be stated in the AGREEMENT.

7.01 The following information is included in this bid package:

- A. Instructions to Bidders
- B. Bid Form
- C. Notice of Award
- D. Agreement
- E. Payment Bond
- F. Performance Bond
- G. Certificate of Insurance
- H. Notice to Proceed
- I. Most current version of drawings by Opal Engineering, titled "Fox Acres Rd Bike Path Improvements 2025"
- J. LHTAC's letter of Award and Procedures.

7.02 The following documents are attached to and made a condition of this Bid:

A. The Bidder shall include in his Bid the name, or names and address, or addresses, and Idaho Public Works Contractor License Numbers of the Subcontractors who shall, in the event the Bidder secures the Contract, subcontract the plumbing, heating and air-conditioning work, and electrical work under the general Contract; and

B. In addition to subcontractors for plumbing, heating and air-conditioning work, and electrical work, provide the names and addresses of the additional subcontractors, suppliers, individuals or entities called for in the Instructions to Bidders (include Idaho Public Works Contractor License Numbers for any subcontractors).

C. The Bidder and the Bidder's subcontractors must hold a valid Idaho Public Works License prior to the bid due date. The Bidders must submit a list of all subcontractors with their bid.

SUBMITTED on February 20, 2025.

Idaho Public Works Contractor License No. 038708-UNLIMITED-1-2-4

Expiration Date 10/31/2025

If Bidder is:

An Individual

Name (typed or printed): N/A

By: _____ (SEAL)
(Individual's signature)

Doing business as: _____

Business address: _____

Phone No.: _____ FAX No.: _____

A Partnership

Partnership Name: N/A (SEAL)

By: _____
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Business address: _____

Phone No.: _____ FAX No.: _____

A Corporation

Corporation Name: N/A (SEAL)

By: _____
(Signature -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____
(CORPORATE SEAL)

Attest _____
(Signature of Corporate Secretary)

Business address: _____

Phone No.: _____ FAX No.: _____

State of Incorporation: _____

Date of Qualification to do business is _____

A Joint Venture

Joint Venturer Name: N/A (SEAL)

By: _____
(Signature of joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Business address: _____

Phone No.: _____ FAX No.: _____

Joint Venturer Name: _____ (SEAL)

By: _____
(Signature -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Business address: _____

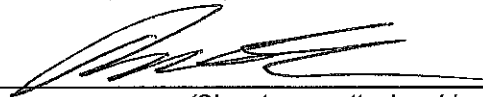
Phone No.: _____ FAX No.: _____

Phone and FAX Number, and Address for receipt of official communications:

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)


A Limited Liability Company

Limited Liability Company Name: Summit Construction LLC (SEAL)

By:  _____
(Signature -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: Owner

Attest  _____
(Signature of Member/Manager)

Business address: 145 N Hwy 75 Shoshone, ID 83352

Phone No.: 208-850-2813 FAX No.: _____

State of Organization: Idaho

Date of Qualification to do business is 02/12/2018

AUTHORITY TO SIGN

Date February 20, 20 25

Name and Address of Bidder Summit Construction LLC
145 N Hwy 75 Shoshone, ID 83352

Phone No. 208-850-2813 Email rongibron1@yahoo.com
DUNS # 081140186 Contractor ID # RCE-47507

Idaho Public Works Contractors License Number 038708-UNLIMITED-1-2-4 Exp. Date 10/31/2025

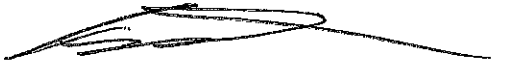
Ron Gibron, Owner 145 N Hwy 75 Shoshone, ID 83352
Name & Title of "Partner or Member" Address

Maureen Kane, Owner 145 N Hwy 75 Shoshone, ID 83352
Name & Title of "Partner or Member" Address

Jamie Gray Project Manager 145 N Hwy 75 Shoshone, ID 83352
Name & Title of "Partner or Member" Address

SIGNATURE OF AUTHORIZED OFFICIAL

Pursuant to Idaho Code Section 9-1406 "I certify (or declare) under penalty of perjury pursuant to the law of the State of Idaho that the foregoing is true and correct."

(Signature) 

(Print) Ron Gibron

(Title) Owner

FOX ACRES PATHWAY RECONSTRUCTION PROJECT

SUBCONTRACTOR	SCOPE OF WORK	PUBLIC WORKS #
<u>Electric One West</u> <u>268 Victory Ave Twin Falls, ID 83301</u>	<u>Electrical</u>	<u>13999-Unlimited-4</u>
<u>Andres Lanscape</u> <u>P.O. Box 1131 Oregon City, OR 97045</u>	<u>Landscaping</u>	<u>080154 - B - 4</u>
<u>Desert Mountain Traffic LLC</u> <u>2240 S River Downs Pl Meridian, ID</u>	<u>Traffic Control</u>	<u>058711-B-4</u>
<u>Idaho Materials & Construction</u> <u>1310 Addison Ave West Twin Falls, ID 83301</u>	<u>Paving</u>	<u>11916-U-1-2</u>
<u>NXB GEO</u> <u>PO BOX 3388 Nampa, ID 83653</u>	<u>Survey</u>	<u>C-2363</u>
<u>Syman, LLC</u> <u>2101 Delta DR Nampa, ID 83687</u>	<u>Erosion Control</u>	<u>PWC-C-17170</u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 03/10/25

DEPARTMENT: Police

DEPT. HEAD SIGNATURE: SE

SUBJECT:

Motion to approve Resolution 2025-__, a Memorandum of Understanding (MOU) with the Blaine County Sheriffs Office (BCSO) for cooperative public safety services during the 2025 world cup ski finals.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The 2025 World Cup Finals will be hosted by the Sun Valley Company from March 20 through March 27, 2025. This event is a major athletic competition and event for the area and is expected to draw substantial crowds and additional tourism. The organizational logistics and additional draw of people will require supplemental and cooperative public safety services to help handle the events and respond to public safety needs. BCSO provides law enforcement services for Blaine County, as well as by joint powers agreement for the City of Ketchum; the Hailey Police Department provides law enforcement services for the City of Hailey. The parties already have a cooperative relationship in providing responsive law enforcement.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve Resolution 2025-__, a Memorandum of Understanding (MOU) with the Blaine County Sheriffs Office (BCSO) for cooperative public safety services during the 2025 world cup ski finals.

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. 2025-__**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING
WITH THE BLAINE COUNTY SHERIFFS OFFICE FOR COOPERATIVE PUBLIC
SAFETY SERVICES DURING THE 2025 WORLD CUP FINALS**

WHEREAS, the City of Hailey desires to enter into a Memorandum of Understanding with the Blaine County Sheriff's Office (BCSO) for cooperative public safety services during the 2025 world cup ski finals.

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

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

Passed this 10th day of March 2025.

City of Hailey

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk

**COOPERATIVE PUBLIC SAFETY SERVICES
MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (MOU) is a cooperative arrangement made and entered into effective until April 3rd, 2025, by and between the City of Hailey Police Department (HPD) and Blaine County Sheriff's Office (BCSO).

- A. The 2025 World Cup Finals will be hosted by the Sun Valley Company from March 20 through March 27, 2025.
- B. The 2025 World Cup Finals are a major athletic competition and event for the area, and are expected to draw substantial crowds and additional tourism.
- C. The organizational logistics and additional draw of people will require supplemental and cooperative public safety services to help handle the events and respond to public safety needs.
- D. BCSO provides law enforcement services for Blaine County, as well as by joint powers agreement for the City of Ketchum; HPD provides law enforcement services for the City of Hailey. The Parties already have a cooperative relationship in providing responsive law enforcement.
- E. The Parties desire to enter into this MOU for purposes of coordinating law enforcement services in their respective jurisdictions during the 2025 World Cup Finals.
- F. Idaho Code § 67-2337 grants political subdivisions the express authority to enter into mutual assistance compacts for extraterritorial authority of peace officers. Idaho Code § 67-2338 provides for extraterritorial privileges and immunities for public officers.
- G. Idaho Code § 67-2328 grants political subdivisions the authority to enter into cooperative and joint powers arrangements.

Therefore, the Parties enter into this understanding as follows:

- 1. **Grant of Authority.** The Parties recognize the authority of all other Parties to enforce the laws within Blaine County. To the extent necessary, pursuant to Idaho Code § 67-2337(4), the Parties specifically grant each other authority to enter into their jurisdiction and provide law enforcement services on and within Blaine County. The Parties acknowledge that each Party's officers or deputies will remain the employees of their respective agency, and that each agency as the employing agency shall be responsible for any liability arising from the acts of its employees while acting within Blaine County.

2. **Officer Liability.** Pursuant to Idaho Code § 67-2337(4), the original employing agency shall be responsible for any liability arising from the acts of its employees participating in this MOU. As such, any claim or action filed against any agency related to the services provided pursuant to this MOU shall be defended by the appropriate agency.
3. **Complaints.** In the event a complaint is received by any agency involving a deputy or officer employed by another agency, the agency who received the complaint shall promptly forward such complaint to the employing agency in order to allow that agency to investigate the matter as would be required by the employing agency's policy and procedures.
4. **Prosecution and Investigation Cooperation.**
 - a. **Prosecution Requests.** The Parties agree to cooperate in maintaining open and direct communication with each other. Prosecution of infractions and misdemeanors shall be the responsibility of the jurisdiction where the violation occurred. The Parties understand that they may receive requests for reports and investigation from the jurisdiction handling prosecution of the violation and agree to promptly respond to such requests.
 - b. **Reporting.** The Parties shall be responsible for performing their own reporting in their respective jurisdiction. In the case of cross-jurisdictional actions, the arresting officer's agency may submit a report upon written communication of such intent to the respective jurisdiction.
 - c. **Exigent Circumstances.** Although relieved of any notification obligation pursuant to Idaho Code § 67-2337(5), all Parties will strive to advise dispatch and other agencies of any law enforcement action that may extend beyond the standard limits of their jurisdiction.

5. **Miscellaneous Provisions**

- a. **Lawful Jurisdiction.** Nothing in this MOU shall be construed as either limiting or extending the lawful jurisdiction of any Party other than as allowed by applicable law. The Parties may review this MOU and any written procedures on an as-needed basis to evaluate the sufficiency of the procedures in addressing the needs of the Parties.
- b. **Covenants.** Each Party, its officers, deputies, agents, and employees, shall not be deemed to have assumed any liability for the acts of any other Parties or any officers, deputies, agents, or employees thereof. Each Party will be solely responsible and liable for the acts of its own officers, deputies, agents, or employees.

- c. Amendment. No amendment, alteration, or modification of this MOU shall be effective unless in writing duly signed by the Parties.
- d. Non-Agents. No Party shall have the authority to act for or as an agent of the other Party.
- e. Governing Law. This MOU and its performance shall be governed by the laws of the State of Idaho. Venue for any action under this MOU shall be in the Fifth Judicial District, State of Idaho.
- f. Severability. If any provision or section of this MOU is held to be in conflict with applicable law, or is otherwise held to be unenforceable, the remaining provisions shall remain enforceable and in effect.
- g. Termination. This MOU will continue in full force and effect unless and until the earlier occurrence of termination by the Parties, or until April 3rd, 2025. Any Party may terminate its involvement with this MOU upon providing thirty (30) days written notice to the other Party.
- h. Liability. Nothing contained in this MOU shall extend the liability of any Party beyond that provided by governing law.
- i. Effective Date. This MOU is effective as of the date first signed and shall be in effect until terminated under this MOU.

Signed & Dated:

 City of Hailey Mayor Martha Burke

 Date

 Blaine County Sheriff Morgan Ballis

 Date

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 03/10/2025

DEPARTMENT: CDD

DEPT. HEAD SIGNATURE: RD/BY

SUBJECT: Motion to approve Resolution 2025-____, authorizing the Mayor’s signature on the new Performance Bond Security Agreement, in the amount of \$983,453, related to the Large Block Plat and development of Blocks 2, 3, and 4 within the Quigley Farms Subdivision.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED: On March 12, 2018, the City Council approved the Preliminary Plat Application for Phase I of a 230.85-acre property described in Exhibit B-1 to the Quigley Farm Annexation, Services and Development Agreement. Phase I consists of Blocks 1, 2, 3, 4, 10, 11 and 15, which includes 36 lots, comprised of 42 residential units including eight (8) community housing units, as well as neighborhood business and nonprofit space.

In addition to the various land uses, the project includes a network of roads, open space, paved and non-paved trails, an area for an active sports complex, winter and summer trailhead parking area, an area for sledding and winter Nordic. The project incorporates agriculture as a key project concept.

The individual blocks contain necessary road and infrastructure developments. All necessary infrastructure needed to serve a block must be in place before a Final Plat can be issued for that block. Final Plats have been recorded for Blocks 2, 3 and 4. Block 1 is owned by the Blaine County School District (BCSD), and no further subdivision or the installation of infrastructure are anticipated. Block 10 is owned by the Blaine County Recreation District (BCRD), and no further subdivisions or the installation of infrastructure are anticipated. The remaining blocks -- Blocks 11 and 15 – are complete.

On November 23, 2020, the City Council approved the Final Plat Application for Blocks 2, 3, and 4, Quigley Farms Phase I. An original bond amount, and several amendments, have been approved since the approval of Quigley’s Final Plat for Blocks 2, 3, and 4, all of which have been described in the attached Performance Bond Security Agreement.

To ensure infrastructure is installed and compliance met, in 2023, the Applicant and City agreed to release the recorded LOCs appurtenant to the development of Blocks 2, 3, and 4, and instead accept a new Performance Bond in the amount of \$891,791.60, an amount that corresponded with the remaining incomplete infrastructure within Blocks 2, 3, and 4 of the Quigley Farms Subdivision.

Now, Staff is requested approval of a new bond, which includes an additional 20% increase, pursuant the following Section in Hailey’s Municipal Code:

16.03.030: FINAL PLAT APPROVAL:

K. Security Required: In cases where the required improvements cannot be constructed due to weather conditions or other factors beyond the control of the developer, 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. If any extension of the one-year period is granted by the city, each additional year, or portion of each additional year, shall require an additional twenty percent (20%) to be added to the amount of the original security initially provided. In the event that the cost of installing required improvements exceeds the amount of security, the developer shall be liable to the city for additional costs. The amount that the cost of installing the required improvements exceeds the amount of the security shall automatically become a lien upon any and all property within the subdivision owned by the owner and/or developer. (Ord. 1256, 2020; Ord. 1193, 2016; Ord. 1191, 2015).

The attached Performance Bond Security Agreement reflects the new bond amount of \$983,453 (Liberty Mutual Insurance Company, Bond #023230197), which includes the additional 20% bond increase, as noted.

Attachments include:

1. Resolution 2025-____: Performance Bond Security Agreement

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____
Estimated Hours Spent to Date: _____
Staff Contact: Robyn Davis

Caselle # _____
YTD Line-Item Balance \$ _____
Estimated Completion Date: _____
Phone # 788-9815 ext. 2015

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD: Motion to approve Resolution 2025-____, authorizing the Mayor's signature on the new Performance Bond Security Agreement, in the amount of \$983,453, related to the Large Block Plat and development of Blocks 2, 3, and 4 within the Quigley Farms Subdivision.

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 # _____

**CITY OF HAILEY
RESOLUTION NO. 2025-_____**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY AUTHORIZING
THE EXECUTION OF A PERFORMANCE BOND AND ASSOCIATED SECURITY
AGREEMENT RELATED TO THE DEVELOPMENT OF THE QUIGLEY RECYCLED
WATER FACILITY WITHIN THE LARGE BLOCK PLAT OF THE QUIGLEY FARMS
SUBDIVISION**

WHEREAS, the City of Hailey has approved the Final Plat for Quigley Farm & Conservation Community LLC (Quigley Farms Phase I, Block 2, 3, and 4), on November 9, 2020, and

WHEREAS the City of Hailey approved a Security Agreement and Letters of Credit for Quigley Farm Phase I, Blocks 2, 3, and 4 via Resolution 2020-131 on November 9, 2020,

WHEREAS the City of Hailey approved a First Amended Security Agreement and Letters of Credit for Quigley Farm, Phase I, Blocks 2, 3, and 4 via Resolution 2021-117 on November 8, 2021,

WHEREAS the City of Hailey approved a Second Amended Security Agreement and Letters of Credit for Quigley Farm, Phase I, Blocks 2, 3, and 4 via Resolution 2022-109 on November 14, 2022,

WHEREAS the City of Hailey approved a Third Amended Security Agreement and Letters of Credit for Quigley Farm, Phase I, Blocks 2, 3, and 4 via Resolution 2023-146 on November 27, 2023,

WHEREAS the City of Hailey approved a Cash Security Agreement for Quigley Farm, Phase I, Blocks 2, 3, and 4 via Resolution 2023-147 on November 27, 2023, and

WHEREAS that approval included the associated improvements to the site as outlined in the attached, and

WHEREAS, this Resolution authorizes the Mayor's signature on the new Performance Bond and associated Security Agreement for the concept of Quigley's Recycled Water Facility, as further outlined in the attached documents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the New Performance Bond Security Agreement related to the Large Block Plat of the Quigley Farms Subdivision.

Passed this ___ day of _____, 2025.

City of Hailey

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk

RECORDING REQUESTED BY AND WHEN RECORDED RETURN TO: City of Hailey Attn: Mary Cone 115 South Main Street, Ste. H Hailey, ID 83333	
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**PERFORMANCE BOND SECURITY AGREEMENT
 RE: QUIGLEY FARMS SUBDIVISION - PHASE I, BLOCKS 2, 3, AND 4**

THIS PERFORMANCE BOND SECURITY AGREEMENT RE: QUIGLEY FARMS PHASE I, BLOCKS 2, 3, and 4 FINAL PLAT (“Agreement”) is made and entered into as of the ____ day of _____ 2025, by and between the City of Hailey, Idaho, a Municipal Corporation, (hereinafter referred to as "Hailey"), Quigley Farm & Conservation Community, LLC, an Idaho Limited Liability Company, c/o Hennessy Company, whose mailing address is P.O. Box 2720, Ketchum, Idaho, 83340 (hereinafter referred to as "The Applicant"), and Quigley Recycled Water Company, LLC, an Idaho Limited Liability Company (hereinafter referred to as “QRWC”).

WHEREAS, the Applicant requested Final Subdivision Plat approval and recordation prior to completion of construction of certain infrastructure and related improvements and fulfillment of certain obligations of the Applicant set forth in the Decision (hereinafter collectively referred to as the "**Improvements**"). As a condition thereof the Applicant was required by the Hailey City Council to post security thereby consistent with the Hailey City Code §16.03.030.I., which were set forth in two separate Security Agreements (the "Improvements") as noted below:

- Resolution 2020-131 dated November 9, 2020 authorized a one-year Security Agreement and two bonds:
 - o Waste Water LOC #25900, and
 - o Site Improvements LOC #211339259-2314970

WHEREAS, in conjunction with the Original Security Agreement, the Applicant has submitted, and Council has accepted amendments to the original Security Agreement and appurtenant Securities prior to their expirations in order to extend and keep current as follows:

- The First Amended Security Agreement (2021-117) extended the Original Security Agreement (2020-131) for approximately one year with documents as follows:
 - o Waste Water LOC #26101, and
 - o Site Improvements LOC #211339259-24977501
- The Second Amended Security Agreement (2022-109) extended the First Amended Security Agreement (2021-117) for approximately one year with documents as follows:
 - o Waste Water LOC #26101, and
 - o Site Improvements LOC #211339259-24977501
- The Third Amended Security Agreement (2023-146) extended the Second Amended

Security Agreement (2022-109) for approximately one year with documents as follows:

- Performance Bond Number 023230197

WHEREAS, this Fourth Amended Security Agreement (2025-_____) replaces the current Third Amended Security Agreement (2023-146) for approximately one year with documents as follows:

- Performance Bond Number 023230197, from Liberty Mutual Insurance Company, in the principal total amount of \$983,453.00 (the “Security”)

NOW, THEREFORE, The Applicant and Hailey hereby covenant and agree as follows:

The Applicant and QRWC, simultaneously with the execution of this Agreement, deposits with Hailey:

- Performance Bond Number 023230197, from Liberty Mutual Insurance Company, in the principal total amount of \$983,453.00 (the “Security”)

as security for complete performance and construction of the Remaining Improvements set forth on attached **Exhibit A**, upon the following terms and conditions:

1. The Security specifically secures completion of the Remaining Improvements identified on **Exhibit A**, and further includes any additional bonding amounts deemed necessary by the Hailey City Code. The Applicant shall complete construction of all Improvements on or before December 31, 2025, or the amount of the Performance Bond applicable to such Improvements which are not complete shall be due and payable to Hailey up to the full amount thereof and Hailey may draw upon such Performance Bond as secures such incomplete Remaining Improvements as Hailey in its sole discretion determines necessary to complete the Remaining Improvements or any portion thereof.

2. The Security shall be made solely in the name of the City of Hailey, Idaho and shall be held by Hailey in lieu of the Owner filing or depositing a performance bond with Hailey.

3. In the event the Applicant fails or refuses to complete the Remaining Improvements or any portion thereof on or before the date as set forth in Paragraph 1 above, Hailey shall have the right, but not the obligation, to draw the funds from the appropriate Performance Bond and apply the proceeds thereof to construction of the Remaining Improvements or any portion thereof. To the extent the funds are drawn upon from the Security, they must be used for the construction of the Remaining Improvements or returned to the Applicant.

4. In case of default by the Applicant, if the total cost of construction of the Remaining Improvements is less than the amount of the Security, Hailey agrees to return to the Applicant the unused portion of the Security funds. However, if the cost of installing or constructing the Remaining Improvements is greater than the amount of the Security, the Applicant agrees to

reimburse and hold harmless Hailey for any and all additional costs and expenses incurred by Hailey associated with installing and constructing the Remaining Improvements.

5. In the event the Applicant completes construction of the Remaining Improvements secured by the Performance Bond on or before the date set forth in Paragraph 1 above, Hailey shall release such Bond, including any and all interest accrued thereon, to the Applicant upon receiving written notice by the City Engineer that the Remaining Improvements have been installed according to applicable ordinances, regulations, plans and specifications, and that the same has been inspected and approved by the City Engineer. Also, the Applicant may apply for a partial release of the Performance Bond from Hailey and the Hailey City Council may so authorize release by the City Clerk of an appropriate proportion of the amount held as Security upon completion of a substantial portion of the Remaining Improvements, and the inspection and approval thereof by the City Engineer. In such cases, Hailey shall retain sufficient Security for completion of all the unfinished Remaining Improvements in compliance with this Agreement.

6. In addition to the foregoing, the Applicant is responsible for and shall pay any and all fees incurred by the City Engineer in providing services associated with the review of the Performance Bond amount and/or review of and/or inspections necessary to confirm completion of any or all of the Remaining Improvements required.

7. This Agreement is not a guarantee that any of the Remaining Improvements will be constructed nor does not obligate Hailey in any way to complete any of said Remaining Improvements. This Agreement is not intended, nor shall it be construed as a third-party beneficiary contract or creating any third-party beneficiary rights.

IN WITNESS WHEREOF, the parties hereto have signed this document the day and year first written above.

OWNER,

Quigley Farm & Conservation Community, LLC, an Idaho
Limited liability company c/o Hennessy Company

By: _____
David Hennessy, Representative

STATE OF IDAHO)
) ss.
County of Blaine)

On this ____ day of _____, 2024, before me, a Notary Public, in and for said County and State, personally appeared David Hennessy, known or identified to me on the basis on satisfactory evidence, to be a representative of Quigley Farm & Conservation Community, LLC, an Idaho limited liability company, the limited liability company that executed the instrument or the person who executed the instrument on behalf of said limited liability company and acknowledged to me that such limited liability company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

NOTARY PUBLIC FOR IDAHO
Residing at: _____
My commission expires: _____

Quigley Recycled Water Company, LLC, an Idaho Limited Liability Company

By: Putnam Capital, LLC

Thomas Puttman, Manager

STATE OF _____)
) ss.
County of _____)

On this ____ day of _____, 2024, before me, a Notary Public, in and for said County and State, personally appeared _____, known or identified to me on the basis on satisfactory evidence, to be a representative of Puttman Capital, LLC the Member of Quigley Recycled Water Company, LLC, an Idaho limited liability company, the limited liability company that executed the instrument or the person who executed the instrument on behalf of said limited liability company and acknowledged to me that such limited liability company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

NOTARY PUBLIC FOR IDAHO
Residing at: _____
My commission expires: _____

THE CITY OF HAILEY, IDAHO

By: _____
Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk

STATE OF IDAHO)
) ss.
County of Blaine)

On this ____ day of _____, 2024, before me, a Notary Public, in and for said County and State, personally appeared Martha Burke, known or identified to me on the basis on satisfactory evidence, to be the duly elected Mayor of the City of Hailey, Idaho, a municipal corporation, the municipal corporation that executed the instrument or the person who executed the instrument on behalf of said municipal corporation, and acknowledged such municipal corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

NOTARY PUBLIC FOR IDAHO
Residing at: _____
My commission expires: _____

EXHIBIT A

to Performance Bond Security Agreement Re: Quigley Farms Phase I, Blocks 2, 3, and 4

Remaining Improvements

1. 17% (seventeen percent) of the proposed Treatment Plant or Sewage Disposal System plus any ancillary improvements necessary thereof. 17% is the proportionate share of the total treatment/disposal system cost necessary to serve the lots described by this agreement.
 - a. The construction cost for this 17% is estimated at \$468,311.37.
 - b. The construction cost has been increased for bond by 210% as prescribed by City Code, which results in a total bond amount of \$983,453.00.

SURETY RIDER

To be attached to and form a part of

Bond No. 023230197

Bond Description Subdivision Performance Bond - Quigley Recycled Water System - Site Improvements

dated effective October 16, 2023
(MONTH-DAY-YEAR)

executed by Quigley Water Company, LLC, as Principal,
(PRINCIPAL)

and by Liberty Mutual Insurance Company, as Surety,

in favor of City of Hailey
(OBLIGEE)

in consideration of the mutual agreements herein contained the Principal and the Surety hereby consent to changing

The Bond Amount from:

Eight Hundred Ninety-one Thousand Seven Hundred Ninety-one & 60/100 (\$891,791.60)

To:

Nine Hundred Eighty-three Thousand Four Hundred Fifty-three & 00/100 (\$983,453.00)

Nothing herein contained shall vary, alter or extend any provision or condition of this bond except as herein expressly stated.

This rider is effective December 1, 2024
(MONTH-DAY-YEAR)

Signed and Sealed November 26, 2024
(MONTH-DAY-YEAR)

Quigley Water Company, LLC
(PRINCIPAL)

By: [Signature]
(PRINCIPAL) *STEVE WALKER RISK & LAND MANAGER*

Liberty Mutual Insurance Company
(SURETY)

By: [Signature]
Krista M. Lee, Attorney-in-Fact



POWER OF ATTORNEY

Certificate No: 8204866

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Kristia M. Lee all of the city of Seattle, state of Washington each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 1st day of July, 2024.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: Nathan J. Zangerle, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

STATE OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 1st day of July, 2024, before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 112B044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company do hereby certify that this power of attorney executed by said Companies is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 26th day of November, 2024.



By: Renee C. Llewellyn, Assistant Secretary

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 03/10/2025

DEPARTMENT: CDD/PW

DEPT. HEAD SIGNATURE: RD/BY

SUBJECT: Motion to approve Resolution 2025-____, authorizing the Mayor’s signature on the new Cash Security Agreement, in the amount of \$150,000, related to the development of Block 4 within the Sweetwater P.U.D Townhouses, previously known as Parcel B2, Block 4, Sweetwater P.U.D Townhouses.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED: The City Council approved the Preliminary Plat for Sweetwater Communities, LLC (Parcel B2, Block 4, Sweetwater P. U. D. Subdivision), on July 8, 2019 and the Final Plat on September 9, 2019.

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.

Sweetwater Communities, LLC, received Council approval on a Security Agreement in 2020. Now, the Applicant is requesting approval of a new Cash Security Agreement, deposited with the City of Hailey in the amount of \$150,000, which is in addition to the existing Performance Bond of \$189,600 via The Guarantee Company of North America USA. The draft Resolution, also attached, reflects any decisions made and notes that all improvements, specifically landscaping, sidewalk improvements and other seasonally dependent improvements located on private property, shall be completed by July 1, 2025.

Attachments include:

1. Resolution 2025-____: Sweetwater Communities, LLC, Cash Security Agreement
 - a. Draft Cash Security Agreement related to the Final Plat of Block 4, within the Sweetwater P.U.D Townhouses, previously known as Parcel B2, Block 4, Sweetwater P.U.D Townhouses.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____

Estimated Hours Spent to Date: _____

Staff Contact: Lisa Horowitz

Caselle # _____

YTD Line-Item Balance \$ _____

Estimated Completion Date: _____

Phone # 788-9815 #2013

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 approve Resolution 2025-____, authorizing the Mayor’s signature on the new Cash Security Agreement, in the amount of \$150,000, related to the development of Block 4 within the Sweetwater P.U.D Townhouses, previously known as Parcel B2, Block 4, Sweetwater P.U.D Townhouses.

ADMINISTRATIVE COMMENTS/APPROVAL:

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

CITY OF HAILEY
RESOLUTION NO. 2025-_____

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY
AUTHORIZING THE EXECUTION OF A CASH SECURITY AGREEMENT RELATED
TO THE DEVELOPMENT AND FINAL PLAT OF BLOCK 4, SWEETWATER P.U.D.
SUBDIVISION (PREVIOUSLY KNOWN AS PARCEL B2, BLOCK 4, SWEETWATER
P.U.D. TOWNHOUSES)**

WHEREAS, the City of Hailey has approved the Final Plat for Block 4 of the Sweetwater PUD Subdivision on September 9, 2019, and

WHEREAS, that approval included the associated improvements to the site: Roadways, Sidewalks and Paths, Drainage Improvements, Water Improvements, Irrigation, Landscaping Improvements, Signage and Striping, Miscellaneous, and Construction Surveying and Engineering; and

WHEREAS, this Resolution authorizes the Mayor's signature on the attached documents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey approves the Cash Security Agreement, in addition to the existing Performance Bond, related to the Final Plat for Block 4 of the Sweetwater PUD Subdivision (previously known as Parcel B2, Block 4, Sweetwater PUD Townhouses).

Passed this ____ day of _____, 2025

City of Hailey

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk

RECORDING REQUESTED BY AND WHEN RECORDED RETURN TO: City of Hailey Attn: Mary Cone 115 South Main Street, Ste. H Hailey, ID 83333	
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**CASH SECURITY AGREEMENT
SWEETWATER P.U.D. TOWNHOUSES BLOCK 4**

THIS SECURITY AGREEMENT FOR SWEETWATER P.U.D. TOWNHOUSES BLOCK 4, SUBLOTS D-1A – D-13B the plat for which is recorded under Instrument Number 693994 records of Blaine County, Idaho (“**Agreement**”) is made and entered into as of the ___ day of March 2025, by and between the City of Hailey, Idaho, a Municipal Corporation, (hereinafter referred to as "**City**"), and Sweetwater Communities, LLC, a Utah Limited Liability Company, whose mailing address is 10421 South Jordan Gateway #200, South Jordan, Utah 84095 (hereinafter referred to as "**Sweetwater**").

WHEREAS, in conjunction with the Building Permit, Sweetwater requested Final Subdivision Plat approval and recordation prior to completion of construction of certain infrastructure and related improvements and fulfillment of certain obligations of Sweetwater as set forth in the Decision (hereinafter collectively referred to as the "**Improvements**"). As a condition thereof, Sweetwater was required by the Hailey City Council to post security thereby consistent with the Hailey City Code §16.03.030. I., which was set forth in the Security Agreement (for the "Improvements") as noted below:

- Resolution 2020-021b dated February 10, 2020 authorized a Security Agreement:
 - o Site Improvements Bond #11185427 in the amount of \$189,600

WHEREAS, in conjunction with the Original Security Agreement, Sweetwater has requested Certificate of Occupancy for buildings within said plat while a portion of the required improvements remain incomplete, and as a condition thereof, Sweetwater is required by the Hailey City Council to post additional Cash Security consistent with Hailey City Code §16.03.030. I; and,

NOW, THEREFORE, Sweetwater and the City hereby covenant and agree as follows:

Sweetwater, simultaneously with the execution of this Agreement, deposits with Hailey:

A cash deposit with Hailey (in the form of a certified check) in the total amount of \$150,000 (the "**Security**")

as security for complete performance and construction of the Remaining Improvements set forth on attached **Exhibit A**, upon the following terms and conditions:

1. The Security specifically secures completion of the Improvements identified on **Exhibit A** and further includes any additional bonding amounts deemed necessary by the Hailey City Code. Sweetwater shall complete construction of all Improvements **on or before July 1 , 2025**, or the amount of the Cash Security applicable to such Improvements which are not complete shall be due and payable to Hailey up to the full amount thereof and the City may draw upon such Cash Security as the City, in its sole discretion, determines necessary to complete the Remaining Improvements or any portion thereof.

2. In the event Sweetwater fails or refuses to complete the Remaining Improvements or any portion thereof on or before the date as set forth in Paragraph 1 above, the City shall have the right, but not the obligation, to draw the funds from the appropriate Cash Security without challenge by Sweetwater, and apply the proceeds thereof to construction of the Remaining Improvements or any portion thereof. To the extent the funds are drawn upon from the Security, they must be used for the construction of the Remaining Improvements or returned to Sweetwater.

3. In case of default by Sweetwater, if the total cost of construction of the Remaining Improvements is less than the amount of the Security, the City agrees to return to Sweetwater the unused portion of the Security funds. However, if the cost of installing or constructing the Remaining Improvements is greater than the amount of the Security, Sweetwater agrees to reimburse and hold harmless the City for any and all additional costs and expenses incurred by the City associated with installing and constructing the Remaining Improvements.

4. In the event Sweetwater completes construction of the Remaining Improvements secured by the Cash Security on or before the date set forth in Paragraph 1 above, the City shall release such Security to Sweetwater upon receiving written notice by the City Engineer that the Remaining Improvements have been installed according to applicable ordinances, regulations, plans and specifications, and that the same has been inspected and approved by the City Engineer. Also, the Applicant may **NOT** apply for a partial release of the Cash Security from the City until all Improvements are complete with inspection and approval thereof by the City Engineer.

5. In addition to the foregoing, Sweetwater is responsible for and shall pay any and all fees incurred by the City Engineer in providing services associated with implementation of the Improvements or review of the Cash Security amount and/or review of and/or inspections necessary to confirm completion of any or all of the Remaining Improvements required.

6. This Agreement is not a guarantee that any of the Remaining Improvements will be constructed nor does not obligate the City in any way to complete any of said Remaining Improvements. This Agreement is not intended, nor shall it be construed as a third-party beneficiary contract or creating any third-party beneficiary rights.

IN WITNESS WHEREOF, the parties hereto have signed this document the day and year first written above.

Cash Security Agreement
RE: Sweetwater Block4 (Parcel B2)
page 2 of 7

City of Hailey, Idaho, a municipal corporation

By: _____
Martha Burke, Mayor

Attest: _____
Mary Cone, City Clerk

OWNER,

Sweetwater Townhouses, LLC, a Utah Limited liability
company

By: _____
_____, Representative

STATE OF IDAHO)

) ss.

County of Blaine)

On this ____ day of _____, 2025, before me, a Notary Public, in and for said County and State, personally appeared Martha Burke, known or identified to me on the basis on satisfactory evidence, to be the duly elected Mayor of the City of Hailey, Idaho, a municipal corporation, the municipal corporation that executed the instrument or the person who executed the instrument on behalf of said municipal corporation, and acknowledged such municipal corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

NOTARY PUBLIC FOR IDAHO

Residing at: _____

My commission expires: _____

STATE OF IDAHO)

) ss.

County of Blaine)

On this ____ day of _____, 2025, before me, a Notary Public, in and for said County and State, personally appeared _____, known or identified to me on the basis on satisfactory evidence, to be a representative of Sweetwater Townhouses, LLC, a Utah limited liability company, the limited liability company that executed the instrument or the person who executed the instrument on behalf of said limited liability company and acknowledged to me that such limited liability company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

NOTARY PUBLIC FOR IDAHO

Residing at: _____

My commission expires: _____

EXHIBIT A

to Cash Security Agreement for Sweetwater P.U.D. Townhouses Block 4

Remaining Improvements:

1. Approximately eight (8) meter vaults are to be adjusted to grade in conformance with Hailey Standard Drawings together with all ancillary repairs necessary as a result thereof
2. Approximately two (2) water service connections are to be disconnected at the water main in conformance with Hailey Standards and Specifications together with all ancillary repairs necessary as a result thereof

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 3/10/25 **DEPARTMENT:** Administration **DEPT. HEAD SIGNATURE:** LH

SUBJECT: Amendments to Hailey’s Personnel Handbook: Housing Stipend

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The City has offered an Employee Housing Stipend since September 2022. Since that time, the Council has budgeted \$50,00 per year in the budget for this stipend. The program established in 2022 is based on employees receiving an additional stipend if a third-Party Administrator determines that they are “housing burdened” at a ratio of paying 30% or more of their adjusted gross income for housing. Less than 10% of our employees take advantage of the program. We conducted an anonymous employee survey in June of 2026 to query employees if the “housing burden” threshold were lowered to 20% would the survey respondent be more likely to take advantage of the program. Over 50% of the employees responding answered yes to this question (see survey attached). The attached Resolution includes proposed changes to the Personnel Handbook to amend the current Employee Hailey Housing Assistance Policy to lower the housing burden threshold for qualification from 30% to 20%.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve Resolution 2025-_____, authorizing an amendment to Hailey’s Personnel Handbook, Section IV.M.

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

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

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

**CITY OF HAILEY
RESOLUTION NO. 2025-**

**RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY
AUTHORIZING THE REVISION OF HAILEY’S HAILEY PERSONNEL HANDBOOK**

WHEREAS, the City of Hailey desires to amend the City of Hailey Personnel Handbook (“Handbook”) to amend section, Section IV.M, Housing Assistance Policy.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that the City of Hailey amends Hailey Personnel Handbook Section as shown in the attached excerpt to Section IV.M, Hailey Personnel Handbook dated March 10, 2025.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, that this Resolution be in full force and effect on March 10, 2025, following its adoption this ____ day of _____, 2025.

City of Hailey

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk

Personnel Handbook

ADOPTED March 2, 2015 and as amended below

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

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

Previous Personnel Handbooks were Adopted:

1993

1999

January 1, 2005

March 14, 2005

December 13, 2010

August 6, 2012

October 10, 2012

Amendments to the Adopted March 2, 2015 Handbook:

July 20, 2015: Sections II.E and IV.B

August 3, 2015: Sections III.C and IV.H

September 9, 2015: Section IV- C

February 6, 2017: Sections **II(G.3) (R) (W) ; IV (B) (C) (L); V; VI (B) (C);** and Appendix C

October 16, 2017: Section IV. H: Paid Time off Donations

March 2, 2018: Section III.F: Relief Time for Exempt Employees

December 21, 2018: Section III.E, III.F and IV.G: Overtime, Relief Time and Holiday Benefits

October 11, 2022: Amend Section IV.G to add Juneteenth federal holiday' clarify that Columbus Day is recognized as Indigenous Peoples Day, and new Section M, Housing Assistance Policy

May 28, 2024: Amend Section IV.D, adding Kept on Staff Policy

March 10, 2025: Amend III.M, Housing Assistance Policy

Handbook Excerpt:

M. Housing Assistance Policy

1. **Overview.** The City of Hailey wishes to incentivize its employees to reside within Hailey City limits. As incentive to locate within the City and to assist with the high housing costs that exist regionally, the City will provide housing assistance to permanent full-time employees who are deemed “Housing Burdened.” This determination is based on the U.S. Department of Housing and Urban Development definition of those that spend 30% or more of their adjusted gross income on rent or mortgage, utilities, and other relevant housing costs, with greater assistance available if the housing is within Hailey city limits. The Housing Burden definition is refined by the City’s criteria outlined under “PROCESS” below.

The City will provide housing assistance in the form of a monthly payment for qualified Exempt and Full-time Non-exempt employees, paid through the payroll process and subject to customary payroll deductions. The amount of this monthly assistance will be specified by the City Council and may be changed from time to time. The City Treasurer will maintain records of the most current monthly assistance amount. Housing Assistance may be used for mortgage or rental payments or other housing related costs.

2. **Process.** City of Hailey employees seeking assistance with housing payments will apply to the City’s Third-Party Administrator (TPA) following their standard application process. Within 30 days of receipt of a complete application, the TPA will determine qualification and notify the City of the employee’s Housing Burden.

Monthly Housing Burden is calculated as follows: **Monthly Housing Cost ÷ Adjusted Monthly Income.**

Monthly Housing Cost: The TPA will determine Housing Burden by first determining Monthly Housing Cost for the entire household, which will include:

- A. Mortgage or rent payments;
- B. Homeowners or rental insurance;
- C. Homeowners’ dues (if separately paid for by the employee) that cover maintenance and repairs but NOT including discretionary recreation dues; and
- D. Utility costs (including power, gas, water, sewer but EXCLUDING cable, satellite, internet and phone).

Adjusted Monthly Income (AMI): AMI will be determined using the employee’s anticipated income based on historic data and will include total gross monthly income from all other sources.

The following allowable expenses will be deducted:

- A. All federal, state and any local withholdings (including social security, Medicare, etc.), garnishments, child support payments, and alimony;
- B. PERSI contributions **not** including any voluntary PERSI 401K contributions;
- C. Health insurance costs; and
- D. Childcare costs for households in which all adults are working, prorated (based on hours worked as a percentage of 40 hours/week) for part-time employment.

3. Target Monthly Housing Burden Reimbursement

The Target Monthly Housing Burden reimbursement is calculated as follows:

Housing within City limits	Housing Outside City limits
Adjusted Monthly Income x $\frac{2}{3}$ up to a maximum of \$400	Adjusted Monthly Income x $\frac{2}{3}$ up to a maximum of \$300

The TPA may also evaluate employees who anticipate a housing burden for reasons, including, but not limited to:

- 1) Expected change in housing needs because of an upcoming change in household size or needs (additional children, caregiving for additional adults, disability, loss of roommate or partner, etc.)
- 2) Expected relocation, including relocation into the City, loss of current housing (owner sold rental property, lease not renewed, etc.), voluntary relocation to reduce commute, to reduce housing costs, and similar reasons.

Employees may pre-qualify for Housing Assistance for planning purposes but will not receive Housing Assistance until relocation actually occurs.

Following a determination that an employee is Housing Burdened, the City will be notified of the employee's name and Housing Burden percentage. The employee will begin to receive assistance on the first payroll of the month following qualification and notice. Payroll disbursements are subject to standard withholdings and shall be expensed to the City's Workforce Housing Fund. Housing Assistance will be provided as follows:

Employees receiving assistance must re-certify all financial information by April 30 of each year. The TPA will re-determine qualification following receipt of the information submitted and based on available funding.

The City will conduct an annual review of the Housing Assistance Policy to gauge effectiveness of the Policy. The City reserves the right to modify, amend or terminate the Policy at any time, with 30 days' notice to Housing Assistance recipients.

Employees who receive assistance will sign an acknowledgement certifying that the personal financial information included in their application is accurate and true and that they agree to abide by the terms of this Policy. Employees must also acknowledge that any assistance received as a result of misleading or fraudulent information must be refunded in full and this may occur through payroll deductions, and that they may be subject to disciplinary procedures – up to, and including, termination.

An employee who ceases employment with the City shall be obligated to repay this assistance as follows:

Years of Continuous Employment	Amount of Assistance to be Repaid
0-12 months	100%
13-24 months	75%
25-36 months	50%
37+ months	No repayment necessary because employee is fully vested.

Following 3 years of continuous employment with the City, all assistance received is 'vested' and does not require repayment.

Housing Assistance will terminate upon any one of the following conditions:

- 1) upon termination of employment with the City; or
- 2) failure to be deemed Housing Burdened under this policy, or as amended.

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 03/10/2025 **DEPARTMENT:** PW **DEPT. HEAD SIGNATURE:** BY

SUBJECT:. Motion to adopt Resolution 2025-___, authorizing the Mayor to sign the Adopt A Park Agreements with Clearwater Landscaping, G&G Landscaping, Sun Valley Services, and ArborCare Resources, Inc. for maintenance of adopted Parks during the 2025 park season.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The Adopt a Park program is designed to provide participants with the opportunity to work and care for Hailey’s parks, to help maintain them, and keep the parks looking their best. The park adopters provide a valuable and generous service to the community through the Adopt a Park program. Their contribution is greatly appreciated.

- Clearwater Landscaping – Adopted Keefer Park since 2012.
- G&G Landscaping – Adopted Kiwanis Park since 2016.
- Sun Valley Services – Adopted Jimmy’s Garden since 2015.
- ArborCare Resources, Inc. – Adopted the Arboretum since 2022.
- Webb Landscaping – Hop Porter Park
- Wood River Baseball – Lions Park

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
 Budget Line Item # _____ YTD Line-Item Balance
 \$ _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

___ City Attorney X City Clerk ___ Engineer ___ Building ___ Library X CD
 ___ Fire Dept. ___ P & Z Commission ___ Police ___ Streets ___ Public Works, Parks ___ Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion Language:

Motion to adopt Resolution 2025-___, authorizing the Mayor to sign the Adopt A Park Agreements with Clearwater Landscaping, G&G Landscaping, Sun Valley Services, ArborCare Resources, Inc., Webb Lanscaping, and Wood River Baseball for maintenance of adopted Parks during the 2025 park season.
ACTION ITEM

ACTION OF THE CITY COUNCIL:

Date _____ City Clerk _____

FOLLOW-UP:

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

**CITY OF HAILEY
RESOLUTION NO. 2025-**

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY AUTHORIZING THE MEMORANDUM OF UNDERSTANDING WITH CLEARWATER LANDSCAPING, G&G LANDSCAPING, SUN VALLEY SERVICES, ARBORCARE RESOURCES, INC. WEBB LANDSCAPING, AND WOOD RIVER BASEBALL FOR MAINTENANCE OF ADOPTED PARKS DURING THE 2025 PARK SEASON.

WHEREAS, the City of Hailey desires to enter into a Memorandum of Understanding with each of the landscape companies listed below, under which they will provide landscaping maintenance at their designated park:

1. CLEARWATER LANDSCAPING – Keefer Park
2. G&G LANDSCAPING – Kiwanis Park
3. SUN VALLEY SERVICES – Jimmy’s Garden
4. ARBORCARE RESOURCES, INC – Arboretum
5. WEBB LANDSCAPING – Hop Porter Park
6. WOOD RIVER BASEBALL – Lions Park

WHEREAS, the City of Hailey and park adopters have agreed to the terms and conditions of the Memorandum of Understanding, a copy of which is attached hereto.

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

Passed this 10th day of March, 2025.

City of Hailey

Martha Burke, Mayor

ATTEST:

Mary Cone, City Clerk



MEMORANDUM OF UNDERSTANDING

Wood River Baseball Association (WRBA) and the CITY OF HAILEY

Adopt a Park Program for Lions Park

1st This Memorandum of Understanding (MOU) is entered into by WRBA and the City of Hailey (City) this day of March, 2025.

RECITALS

- A. The City is the owner of several city parks, including Lions Park, and has established a maintenance program for various city parks (Adopt a Park Program).
- B. WRBA is a local nonprofit association interested in making a civic contribution to the community and participating in the Adopt a Park Program and is willing to maintain Lions Park.
- C. Subject to the terms and conditions of this MOU, the City and WRBA wish to coordinate their activities in the Adopt a Park Program to better provide service to the citizens of Hailey, to avoid duplication of effort by agencies, to implement activities consistent with purposes and policies of the City of Hailey and to promote the civic good will of WRBA.

DUTIES AND RESPONSIBILITIES

WRBA shall:

1. Oversee the health of the grass of Lions Park and report any problems, including irrigation system malfunction, drainage problems, diseased vegetation, damage or vandalism to Hailey Parks Staff 208-471-8798 or amy.bain@haileycityhall.org.
2. Carry no less than one million dollars of liability insurance and provide a copy of the policy to the city.
3. Be solely responsible for payment of payroll and withholding taxes, workers compensation insurance, unemployment insurance, health insurance and retirement benefits for its employees.
4. Procure and maintain a quality grass mower. Mow BOTH Park grass and baseball field grass every week, keep grass at 3in length or greater, prior to home tournament grass may be cut to 2.5in (Mowing heights less than those specified result in physical and/or fiscal damage).
5. Make irrigation system recommendations to the City of Hailey based on the condition of the field.
6. Have access to shut off sprinkler system in the case of an emergency.
7. Maintain storage container on site, keeping it clean and painted and accessible.
8. Participate in blowing out the sprinklers before October 31, coordinate with the city.
9. When needed for the health of the park WRBA will: Notify the city before two weeks of intent to spread fertilizer. Then post notice, provided by City of Hailey of intent to apply fertilizer. Next close

area to the public prior to treating with fertilizer. Finally, all fertilizers will be provided by or approved by the city of Hailey.

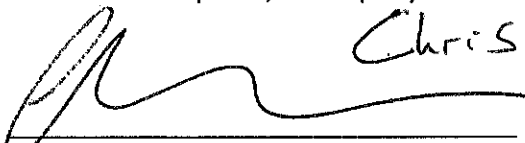
City shall:

1. Adjust the irrigation system as needed to maintain a healthy park without puddles or standing water, and without dry and under-watered areas, to the best of the irrigation system's abilities. Comply with Hailey's irrigation rules by irrigating at night on even numbered calendar days.
2. Provide a 2' x 3' foot sign at the entrance to the park with the WRBA logo and contact information.
3. Run a one-time ¼ page thank you ad in the Mountain Express with logo (all adopters in one ad); include the same ad in the City newsletter.
4. Publish one City newsletter article (all adopters in one article).
5. Publish logo listing in City newsletter and on City website.
6. Publish logo listing in Adopt a Park Program guide.
7. Provide spring (April 1st) till end of summer (Aug 31st) access for daily baseball practice and baseball related events. Provide free use of field for up two home tournaments a year.

WRBA and the City shall:

1. Meet at least twice a year as scheduling allows, for ongoing review of activities and adequacy of the terms of this MOU.
2. Inform each other of significant maintenance developments and public events in the maintained area.

WRBA and the City will review this MOU one year after signing to determine adequacy. If it is determined that continuing this arrangement is in the best interest of the public and the parties, this MOU may be revised if appropriate and renewed. If this MOU is determined not to meet the needs of the parties and the best interests of the public, either party can terminate it with 30 advance days written notice.


Chris Carden
President

WRBA

2/9/25

Date

Mayor, City of Hailey

Date



MEMORANDUM OF UNDERSTANDING

Webb Landscape and the CITY OF HAILEY

Adopt a Park Program for Hop Porter Park

This Memorandum of Understanding (MOU) is entered into by Webb Landscape (Webb) and the City of Hailey (City) this 1st day of March, 2025.

RECITALS

- A. The City is the owner of several city parks, including Hop Porter Park, and has established a maintenance program for various city parks (Adopt a Park Program).
- B. Webb is local landscaping company interested in making a civic contribution to the community and participating in the Adopt a Park Program, and is willing to maintain Hop Porter Park.
- C. Subject to the terms and conditions of this MOU, the City and Webb wish to coordinate their activities in the Adopt a Park Program to better provide service to the citizens of Hailey, to avoid duplication of effort by agencies, to implement activities consistent with purposes and policies of the City of Hailey and to promote the civic good will of Webb.

DUTIES AND RESPONSIBILITIES

Webb shall:

1. Mow and trim once a week on Tuesdays.
2. Blow out the sprinkler system at the end of the irrigation season before October 31, under city oversight.
3. Apply a fertilizer at least twice a year as needed, using chemicals and products provided by Webb; provide MSDS information to the City.
4. Notify City of Hailey two weeks in advance of intent to fertilize.
5. Post notice provided by City of Hailey of intent to apply fertilizer prior to application.
6. Close area to the public prior to treating with fertilizer.
Oversee the health of the vegetation of Hop Porter Park and report any concerns or problems, including irrigation system malfunction, drainage problems, diseased vegetation, damage or vandalism to Hailey Parks Staff 208-471-8798 or amy.bain@haileycityhall.org.
7. Carry no less than one million dollars of liability insurance and provide a copy of the policy to the city.
8. Be solely responsible for payment of payroll and withholding taxes, workers compensation insurance, unemployment insurance, health insurance and retirement benefits for its employees.
9. Submit monthly invoices to the City documenting Webb's contribution.

City shall:

1. Maintain all playground equipment and buildings.
2. Adjust the irrigation system and clocks as needed to maintain a healthy park without puddles or standing water, and without dry and under-watered areas. Comply with Hailey's irrigation rules by irrigating at night on odd numbered calendar days.
3. Prune trees, bushes and flowers when needed.
4. Empty all garbage and dog pots, and clean bathrooms.
5. Give prior notices of organized park activities to **Brian Ros 720-8014** brianros@webbland.com
6. Inspect the park after each major event for damage caused by the event.
7. Provide notices to Webb to be posted at treated site.
8. Provide a 2' x 3' foot sign at the entrance to the park with the Webb logo, Gold Leaf Adopter status, and contact information.
9. Publish an 8.5" x 11" company profile with logo and photos in the City newsletter and equivalent on the City website.
10. Run a one-time ¼ page thank you ad in the Mountain Express with logo (all adopters in one ad); include the same ad in the City newsletter.
11. Publish one City newsletter article (all adopters in one article).
12. Publish logo listing in City newsletter and on City website May through October.
13. Publish logo listing in Adopt a Park Program guide.
14. Provide three no-fee park reservations for Webb company events.

Webb and the City shall:

1. Meet at least once a month during the season as scheduling allows, for ongoing review of activities and adequacy of the terms of this MOU.
2. Inform each other of significant maintenance developments and public events in the maintained area.
3. Cooperate on joint projects and additional activities when possible.
 - A. Webb shall perform labor for agreed upon cooperative projects at a \$55/hour rate, and provide an invoice to City for such costs.
 - B. City shall provide supplies and materials to agreed upon projects.
 - C. City shall produce a purchase order for supplies and materials.

Webb and the City will review this MOU one year after signing to determine adequacy. If it is determined that continuing this arrangement is in the best interest of the public and the parties, this MOU may be revised if appropriate and renewed. If this MOU is determined not to meet the needs of the parties and the best interests of the public, either party can terminate it with 30 advance days written notice.



Webb Landscape

2.4.2025

Date

Mayor, City of Hailey

Date



MEMORANDUM OF UNDERSTANDING

Sun Valley Services and the CITY OF HAILEY

Adopt a Park Program for Jimmy's Garden

This Memorandum of Understanding (MOU) is entered into by Sun Valley Services (SVS) and the City of Hailey (City) this _____ day of March, 2025.

RECITALS

- A. The City is the owner of several city parks, including Jimmy's Garden, and has established a maintenance program for various city parks (Adopt a Park Program).
- B. SVS is a local landscaping company interested in making a civic contribution to the community and participating in the Adopt a Park Program, and is willing to maintain Jimmy's Garden.
- C. Subject to the terms and conditions of this MOU, the City and SVS wish to coordinate their activities in the Adopt a Park Program to better provide service to the citizens of Hailey, to avoid duplication of effort by agencies, to implement activities consistent with purposes and policies of the City of Hailey and to promote the civic good will of SVS.

DUTIES AND RESPONSIBILITIES

SVS shall:

1. Mow and trim once a week on **Mondays**.
2. Perform spring and fall clean-up maintenance as needed, including turf maintenance.
3. Oversee the health of the turf of Jimmy's Garden and report any problems, including irrigation system malfunction, drainage problems, disease problems, damage or vandalism to **Hailey Parks Staff** 208-471-8798 or amy.bain@haileycityhall.org.
4. Carry no less than one million dollars of liability insurance and provide a copy of the policy to the city.
5. Be solely responsible for payment of payroll and withholding taxes, workers compensation insurance, unemployment insurance, health insurance and retirement benefits for its employees.
6. Submit monthly invoices to the City documenting SVS' contribution.

City shall:

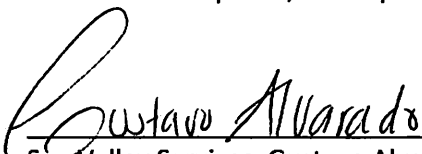
1. Maintain all park equipment and buildings.
2. Adjust the irrigation system and clocks as needed to maintain a healthy park without puddles or standing water, and without dry and under-watered areas. Comply with Hailey's irrigation rules by irrigating at night on odd numbered calendar days.

3. Prune trees when needed.
4. Empty all garbage.
5. Apply fertilizers and herbicides as needed to maintain health of the park.
6. Post notice of intent to apply fertilizer or herbicide prior to application.
7. Close area to the public prior to treating with fertilizer or herbicides.
8. Give prior notices of organized park activities to **Gustavo Alvarado 481-0612**
gustavo@sunvalleyservicesidaho.com
9. Inspect the park periodically for damage caused by heavy use.
10. Provide a 2' x 3' foot sign at the entrance to the park with the SVS logo, Silver Leaf Adopter status, and contact information. In the event of a park co-adopter, the sign will be shared with SVS and the co-adopter on the same 2' x 3' sign.
11. Run a one-time ¼ page thank you ad in the Mountain Express with logo (all adopters in one ad); include the same ad in the City newsletter.
12. Publish one City newsletter article (all adopters in one article).
13. Publish logo listing in City newsletter and on City website May through October.
14. Publish logo listing in Adopt a Park Program guide.
15. Provide two no-fee park reservations for SVS company events.

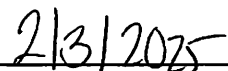
SVS and the City shall:

1. Meet at least once a month during the season as scheduling allows, for ongoing review of activities and adequacy of the terms of this MOU.
2. Inform one another of significant maintenance developments and public events in the maintained area.
3. Cooperate on joint projects and additional activities when possible.
 - A. SVS shall perform labor for agreed upon cooperative projects at a \$35/hour rate, and provide an invoice to City for such costs.
 - B. City shall provide supplies and materials to agreed upon projects.
 - C. City shall produce a purchase order for supplies and materials.

SVS and the City will review this MOU one year after signing to determine adequacy. If it is determined that continuing this arrangement is in the best interest of the public and the parties, this MOU may be revised if appropriate and renewed. If this MOU is determined not to meet the needs of the parties and the best interests of the public, either party can terminate it with 30 advance days written notice.



 Sun Valley Services, Gustavo Alvarado



 Date

 Mayor, City of Hailey

 Date

Entered
2/5/25



MEMORANDUM OF UNDERSTANDING

Clearwater Landscaping and the CITY OF HAILEY

Adopt a Park Program for the Hailey Skate Park

This Memorandum of Understanding (MOU) is entered into by Clearwater Landscaping (Clearwater) and the City of Hailey (City) this ___ day of March, 2025.

RECITALS

- A. The City is the owner of several city parks, including the Skate Park, and has established a maintenance program for various city parks (Adopt a Park Program).
- B. Clearwater is a local landscaping company interested in making a civic contribution to the community and participating in the Adopt a Park Program, and is willing to maintain the Hailey Skate Park.
- C. Subject to the terms and conditions of this MOU, the City and Clearwater wish to coordinate their activities in the Adopt a Park Program to better provide service to the citizens of Hailey, to avoid duplication of effort by agencies, to implement activities consistent with purposes and policies of the City of Hailey and to promote the civic good will of Clearwater.

DUTIES AND RESPONSIBILITIES

Clearwater shall:

1. Mow and trim once a week.
2. Adjust the irrigation system and clocks as needed to maintain a healthy park without puddles or standing water, and without dry and under-watered areas, to the best of the irrigation system's abilities. Comply with Hailey's irrigation rules by irrigating at night on even numbered calendar days.
3. Blow out the sprinkler system at the end of the irrigation season before October 31, under city oversight.
4. Apply fertilizers, supplied by Clearwater, as needed to maintain health of the park, and provide MSDS information to City.
5. Notify City of Hailey two weeks in advance of intent to fertilize.
6. Post notice provided by City of Hailey of intent to apply fertilizer prior to application, along with MSDS information.
7. Close area to the public prior to treating with fertilizer.
8. Oversee the health of the vegetation of the Skate Park and report any problems, including irrigation system malfunction, drainage problems, diseased vegetation, damage or vandalism to Hailey Parks Staff 208-471-8798 or amy.bain@haileycityhall.org.

9. Carry no less than one million dollars of liability insurance and provide a copy of the policy to the city.
10. Be solely responsible for payment of payroll and withholding taxes, workers compensation insurance, unemployment insurance, health insurance and retirement benefits for its employees.


City shall:

1. Empty all garbage and dog pots, and provide a portable restroom to the park.
2. Give prior notices of organized park activities to **Matt Hoskins 208-471-0107**
mhoskins@clearwaterlandscaping.com
3. Inspect the park after each major event for damage caused by the event.
4. Provide a 2' x 3' foot sign at the entrance to the park with the Clearwater logo, Silver Leaf Adopter status, and contact information.
5. Run a one-time ¼ page thank you ad in the Mountain Express with logo (all adopters in one ad); include the same ad in the City newsletter.
6. Publish one City newsletter article (all adopters in one article).
7. Publish logo listing in City newsletter and on City website June through October.
8. Publish logo listing in Adopt a Park Program guide.
9. Provide two no-fee park reservations for Clearwater company events.

Clearwater and the City shall:

1. Meet at least once a month during the season as scheduling allows, for ongoing review of activities and adequacy of the terms of this MOU.
2. Inform each other of significant maintenance developments and public events in the maintained area.
3. Cooperate when possible on joint projects and activities additional to those outlined previously in this agreement. Hailey may request that Clearwater perform repairs to the irrigation system after needed repairs or improvements are identified.
 - A. Clearwater shall perform labor for agreed upon cooperative projects at a \$50/hour rate, and provide an invoice to City for such costs.
 - B. City shall provide supplies and materials to agreed upon projects.
 - C. City shall produce a purchase order for supplies and materials.

Clearwater and the City will review this MOU one year after signing to determine adequacy. If it is determined that continuing this arrangement is in the best interest of the public and the parties, this MOU may be revised if appropriate and renewed. If this MOU is determined not to meet the needs of the parties and the best interests of the public, either party can terminate it with 30 advance days written notice.



 Clearwater Landscaping

2/5/25

 Date

 Mayor, City of Hailey

 Date



MEMORANDUM OF UNDERSTANDING

G&G Landscaping and Snow Removal and the CITY OF HAILEY

Adopt a Park Program for **Kiwanis Park**

This Memorandum of Understanding (MOU) is entered into by G&G Landscaping and Snow Removal (G&G) and the City of Hailey (City) this _____ day of March, 2025.

RECITALS

- A. The City is the owner of several city parks, including Kiwanis Park, and has established a maintenance program for various city parks (Adopt a Park Program).
- B. G&G is a local landscaping company interested in making a civic contribution to the community and participating in the Adopt a Park Program, and is willing to maintain Kiwanis Park.
- C. Subject to the terms and conditions of this MOU, the City and G&G wish to coordinate their activities in the Adopt a Park Program to better provide service to the citizens of Hailey, to avoid duplication of effort by agencies, to implement activities consistent with purposes and policies of the City of Hailey and to promote the civic good will of G&G.

DUTIES AND RESPONSIBILITIES

G&G shall:

1. Mow and trim once a week on **Mondays**.
2. Blow out the sprinkler system at the end of the irrigation season before October 15, under city oversight.
3. Apply a fertilizer at least twice a year as needed, using chemicals and products provided by the City of Hailey.
4. Notify City of Hailey two weeks in advance of intent to fertilize.
5. Post notices (signs) provided by City of Hailey of intent to apply fertilizer prior to application.
6. Close area to the public prior to treating with fertilizer.
7. Oversee the health of the vegetation of Kiwanis Park and report any problems, including irrigation system malfunction, drainage problems, diseased vegetation, damage or vandalism to **Hailey Parks Staff** 208-471-8798 or amy.bain@haileycityhall.org .
8. Carry no less than one million dollars of liability insurance and provide a copy of the policy to the city.
9. Be solely responsible for payment of payroll and withholding taxes, workers compensation insurance, unemployment insurance, health insurance and retirement benefits for its employees.

City shall:

1. Maintain all playground equipment and buildings.
2. Adjust the irrigation system and clocks as needed to maintain a healthy park without puddles or standing water, and without dry and under-watered areas. Comply with Hailey's irrigation rules by irrigating at night on odd numbered calendar days.
3. Prune trees when needed.
4. Empty all garbage and dog pots, and clean bathrooms.
5. Give prior notices of organized park activities to **Jose Guerrero 720-9781, guerreroslandscaping@yahoo.com.**
6. Inspect the park after each major event for damage caused by the event.
7. Provide fertilizer to G&G for application at agreed upon times.
8. Provide notices and MSDS information to G&G to be posted at treated site.
9. Provide a 2' x 3' foot sign at the entrance to the park with the G&G logo, Silver Leaf Adopter status, and contact information.
10. Run a one-time ¼ page thank you ad in the Mountain Express with logo (all adopters in one ad); include the same ad in the City newsletter.
11. Publish one City newsletter article (all adopters in one article).
12. Publish logo listing in City newsletter and on City website June through October.
13. Publish logo listing in Adopt a Park Program guide.
14. Provide two no-fee park reservations for G&G company events.

G&G and the City shall:

1. Meet at least once a month during the season as scheduling allows, for ongoing review of activities and adequacy of the terms of this MOU.
2. Inform each other of significant maintenance developments and public events in the maintained area.
3. Cooperate on joint projects and additional activities when possible.
 - A. G&G shall perform labor for agreed upon cooperative projects at a \$55/hour rate, and provide an invoice to City for such costs.
 - B. City shall provide supplies and materials to agreed upon projects.
 - C. City shall produce a purchase order for supplies and materials.

G&G and the City will review this MOU one year after signing to determine adequacy. If it is determined that continuing this arrangement is in the best interest of the public and the parties, this MOU may be revised if appropriate and renewed. If this MOU is determined not to meet the needs of the parties and the best interests of the public, either party can terminate it with 30 advance days written notice.



G&G Landscaping and Snow Removal

2-7-2025

Date

Mayor, City of Hailey

Date



MEMORANDUM OF UNDERSTANDING

Clearwater Landscaping and the CITY OF HAILEY

Adopt a Park Program for Keefer Park

This Memorandum of Understanding (MOU) is entered into by Clearwater Landscaping (Clearwater) and the City of Hailey (City) this ___ day of March, 2025.

RECITALS

- A. The City is the owner of several city parks, including Keefer Park, and has established a maintenance program for various city parks (Adopt a Park Program).
- B. Clearwater is a local landscaping company interested in making a civic contribution to the community and participating in the Adopt a Park Program, and is willing to maintain Keefer Park.
- C. Subject to the terms and conditions of this MOU, the City and Clearwater wish to coordinate their activities in the Adopt a Park Program to better provide service to the citizens of Hailey, to avoid duplication of effort by agencies, to implement activities consistent with purposes and policies of the City of Hailey and to promote the civic good will of Clearwater.

DUTIES AND RESPONSIBILITIES

Clearwater shall:

1. Adjust the irrigation system and clocks as needed to maintain a healthy park without puddles or standing water, and without dry and under-watered areas, to the best of the irrigation system's abilities. Comply with Hailey's irrigation rules by irrigating at night on even numbered calendar days.
2. Blow out the sprinkler system at the end of the irrigation season before October 31, under city oversight.
3. ~~Apply fertilizers, supplied by Clearwater, as needed to maintain health of the park, and provide MSDS information to City.~~
4. Notify City of Hailey two weeks in advance of intent to fertilize.
5. Post notice provided by City of Hailey of intent to apply fertilizer prior to application, along with MSDS information.
6. Close area to the public prior to treating with fertilizer.
7. Oversee the health of the vegetation of Keefer Park and report any problems, including irrigation system malfunction, drainage problems, diseased vegetation, damage or vandalism to Hailey Parks Staff 208-471-8798 or amy.bain@haileycityhall.org.
8. Carry no less than one million dollars of liability insurance and provide a copy of the policy to the city.

9. Be solely responsible for payment of payroll and withholding taxes, workers compensation insurance, unemployment insurance, health insurance and retirement benefits for its employees.

City shall:

1. Mow and trim once a week on **Tuesdays**.
2. Maintain all playground equipment and buildings.
3. Prune trees, bushes and flowers when needed.
4. Empty all garbage and dog pots, and clean bathrooms.
5. Give prior notices of organized park activities to **Matt Hoskins 208-471-0107**
mhoskins@clearwaterlandscaping.com
6. Inspect the park after each major event for damage caused by the event.
7. Provide a 2' x 3' foot sign at the entrance to the park with the Clearwater logo, Gold Leaf Adopter status, and contact information.
8. Publish an 8.5" x 11" company profile with logo and photos in the City newsletter and equivalent on the City website.
9. Run a one-time ¼ page thank you ad in the Mountain Express with logo (all adopters in one ad); include the same ad in the City newsletter.
10. Publish one City newsletter article (all adopters in one article).
11. Publish logo listing in City newsletter and on City website May through October.
12. Publish logo listing in Adopt a Park Program guide.
13. Provide three no-fee park reservations for Clearwater company events.

Clearwater and the City shall:

1. Meet at least once a month during the season as scheduling allows, for ongoing review of activities and adequacy of the terms of this MOU.
2. Inform each other of significant maintenance developments and public events in the maintained area.
3. Cooperate when possible on joint projects and activities additional to those outlined previously in this agreement. Hailey may request that Clearwater perform repairs to the irrigation system after needed repairs or improvements are identified.
 - A. Clearwater shall perform labor for agreed upon cooperative projects at a \$50/hour rate, and provide an invoice to City for such costs.
 - B. City shall provide supplies and materials to agreed upon projects.
 - C. City shall produce a purchase order for supplies and materials.

Clearwater and the City will review this MOU one year after signing to determine adequacy. If it is determined that continuing this arrangement is in the best interest of the public and the parties, this MOU may be revised if appropriate and renewed. If this MOU is determined not to meet the needs of the parties and the best interests of the public, either party can terminate it with 30 advance days written notice.



Clearwater Landscaping

2/5/25

Date

Mayor, City of Hailey

Date



MEMORANDUM OF UNDERSTANDING

ArborCare Resources, Inc. and the CITY OF HAILEY

Adopt a Park Program for **Hailey Native Tree and Shrub Arboretum** (Arboretum)

This Memorandum of Understanding (MOU) is entered into by **ArborCare Resources, Inc.** and the **City of Hailey** (City) this 1st day of March, 2025.

RECITALS

- A. The City is the owner of several city parks, including the Arboretum, and has established a maintenance program for various city parks (Adopt a Park Program).
- B. ArborCare Resources, Inc. is a local tree care company interested in making a civic contribution to the community and participating in the Adopt a Park Program and is willing to maintain the Arboretum.
- C. Subject to the terms and conditions of this MOU, the City and ArborCare Resources, Inc. wish to coordinate their activities in the Adopt a Park Program to better provide service to the citizens of Hailey, to avoid duplication of effort by agencies, to implement activities consistent with purposes and policies of the City of Hailey and to promote the civic good will of ArborCare Resources, Inc.

DUTIES AND RESPONSIBILITIES

ArborCare Resources, Inc. shall:

1. Oversee the health of the trees and vegetation of the Arboretum and report any problems, including irrigation system malfunction, drainage problems, diseased vegetation, damage or vandalism to **Hailey Parks Staff** 208-471-9798 or amy.bain@haileycityhall.org.
2. Carry no less than one million dollars of liability insurance and provide a copy of the policy to the city.
3. Be solely responsible for payment of payroll and withholding taxes, workers compensation insurance, unemployment insurance, health insurance and retirement benefits for its employees.

City shall:

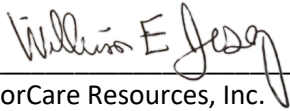
1. Adjust the irrigation system as needed to maintain a healthy park without puddles or standing water, and without dry and under-watered areas, to the best of the irrigation system's abilities. Comply with Hailey's irrigation rules by irrigating at night on even numbered calendar days.
2. Provide a 2' x 3' foot sign at the entrance to the park with the ArborCare Resources, Inc. logo, Silver Leaf Adopter status, and contact information.

3. Run a one-time ¼ page thank you ad in the Mountain Express with logo (all adopters in one ad); include the same ad in the City newsletter.
4. Publish one City newsletter article (all adopters in one article).
5. Publish logo listing in City newsletter and on City website June through October.
6. Publish logo listing in Adopt a Park Program guide.
7. Provide two no-fee park reservations for ArborCare Resources, Inc. company events.

ArborCare Resources, Inc. and the City shall:

1. Meet at least twice a year as scheduling allows, for ongoing review of activities and adequacy of the terms of this MOU.
2. Inform each other of significant maintenance developments and public events in the maintained area.
3. Cooperate when possible on joint projects and activities additional to those outlined previously in this agreement. Hailey may request that ArborCare Resources, Inc. perform additional tree maintenance if tree health issues are identified.
 - A. ArborCare Resources, Inc. shall perform labor for agreed upon cooperative projects, and provide an invoice to City for such costs.
 - B. City shall provide supplies and materials to agreed upon projects.
 - C. City shall produce a purchase order for supplies and materials.

ArborCare Resources, Inc. and the City will review this MOU one year after signing to determine adequacy. If it is determined that continuing this arrangement is in the best interest of the public and the parties, this MOU may be revised if appropriate and renewed. If this MOU is determined not to meet the needs of the parties and the best interests of the public, either party can terminate it with 30 advance days written notice.



ArborCare Resources, Inc.

02/07/2025

Date

Mayor, City of Hailey

Date

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 03/10/2025

DEPARTMENT: CDD

DEPT. HEAD SIGNATURE: RD

SUBJECT: Motion to approve the Findings of Fact, Conclusions of Law, and Decision of the Final Plat Application by Idaho Conrad, LLC, wherein Lots 11-16, Block 29, Hailey Townsite (CROY Street Exchange), the official plat of the Croy Street Exchange Office Condominiums, Parcel No. 1 Condominium Units A-Q, is revoked, retracted, and withdrawn. This project is located within the Business (B), Downtown Residential Overlay (DRO), and Townsite Overlay (TO) Zoning Districts.

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

BACKGROUND: In 2021, a devastating fire destroyed the commercial building located at the corner of River and Croy Streets. The structure, known as the Croy Street Exchange Building, was utilized as offices and other small business space prior to the fire. In April 2021, a local Developer - Idaho Conrad, LLC - was scheduled to be heard by the Hailey Planning and Zoning Commission with the proposal to renovate the structure into workforce housing.

Now, sans structure on the parcel, the Applicant is seeking to remove the existing Condominium Plat that is associated with the parcel and recorded as such. This revocation is required and further allows for future development of the lots. At this time, no development or redevelopment of the parcels is proposed. Development or redevelopment of the parcels, or the subdivision and/or reconfiguration of the land, are subject to Design Review and other entitlement processes. These applications will be brought forward to the Commission once complete applications have been submitted by the Applicant.

On February 24, 2025, the Hailey City Council considered and approved the Final Plat Application for this revocation, of which the Findings have been described in the attached report.

On January 13, 2025, the Hailey City Council considered and approved the Preliminary Plat Application for this revocation, and on June 17, 2024, the Hailey Planning and Zoning Commission considered and recommended approval by the Hailey City Council the attached Preliminary Plat Application.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD: Motion to approve the Findings of Fact, Conclusions of Law, and Decision of the Final Plat Application by Idaho Conrad, LLC, wherein Lots 11-16, Block 29, Hailey Townsite (CROY Street Exchange), the official plat of the Croy Street Exchange Office

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On February 24, 2025, the Hailey City Council considered and approved the Final Plat Application by Idaho Conrad, LLC, wherein Lots 11-16, Block 29, Hailey Townsite (CROY Street Exchange), the official plat of the Croy Street Exchange Office Condominiums, Parcel No. 1 Condominium units A-Q, is revoked, retracted, and withdrawn. This project is located within the Business (B), Downtown Residential Overlay (DRO), and Townsite Overlay (TO) Zoning Districts.

The Hailey City Council enters these Findings of Fact, Conclusions of Law, and Decision.

FINDINGS OF FACT

Applicant: Idaho Conrad, LLC, c/o Michael Kraynick
Location: Lots 11-16, Block 29, Hailey Townsite (14 & 16 W. Croy Street))
Size/Zoning: 21,616 sq. ft.; Business (B), Townsite Overlay (TO), and Downtown Residential Overlay (DRO) Zoning Districts

Notice: Notice for the public hearing was published in the Idaho Mountain Express on February 5, 2025, and mailed to adjoining property owners on the same date.

Background and Application: In 2021, a devastating fire destroyed the commercial building located at the corner of River and Croy Streets. The structure, known as the Croy Street Exchange Building, was utilized as offices and other small business space prior to the fire. In April 2021, a local Developer - Idaho Conrad, LLC - was scheduled to be heard by the Hailey Planning and Zoning Commission with the proposal to renovate the structure into workforce housing.

Now, sans structure on the parcel, the Applicant is seeking to remove the existing Condominium Plat that is associated with the parcel and recorded as such. This revocation is required and further allows for future development of the lots. At this time, no development or redevelopment of the parcels is proposed. Development or redevelopment of the parcels, or the subdivision and/or reconfiguration of the land, are subject to Design Review and other entitlement processes. These applications will be brought forward to the Commission once complete applications have been submitted by the Applicant.

On February 24, 2025, the Hailey City Council considered and approved the Final Plat Application for this revocation, of which the Findings have been described in the attached report.

On January 13, 2025, the Hailey City Council considered and approved the Preliminary Plat Application for this revocation, and on June 17, 2024, the Hailey Planning and Zoning Commission considered and recommended approval by the Hailey City Council the attached Preliminary Plat Application.

Reasoned Statement: These Findings of Fact, Conclusions of Law, and Decision (“Findings”) represent the summary, and majority opinion of the determinative body of the City of Hailey pursuant to Idaho Code. These Findings represent a final decision, after extensive on-the-record deliberations, as more completely documented in the Minutes therefore, and the recordings thereof. These Findings represent a unanimous approval by the Hailey City Council, after deliberations on each of the criteria detailed herein below.

Procedural History: The Application was submitted on January 24, 2025, and certified complete that same day. The Hailey City Council will hold a public hearing on February 24, 2025, in the Council Chambers of Hailey City Hall, and virtually via GoTo Meeting.

CHAPTER 16.05.080: ISSUANCE OF PERMITS:

No permit for the construction of any building shall be issued upon any land for which all improvements required for the protection of health and the provision of safety, (including but not necessarily limited to an approved potable water system, an approved wastewater system to accept sewage, and asphalt paving of the streets) have not been installed, inspected, and accepted by the City of Hailey, with the following exception:

Building permits may be issued for any building in a development for which plats have been recorded and security provided, but the streets have not yet been completed with asphalt due to winter conditions. In such instances, the street shall be constructed as an all-weather surface to City Standards to the satisfaction of the City Engineer and shall be kept clear to the satisfaction of the Fire Chief. No Final Inspection approval or Certificate of Occupancy shall be granted until all improvements, including asphalt, have been installed, inspected, and accepted.

The Preliminary Plat for Idaho Conrad, LLC, was recommended for approval by the Hailey Planning and Zoning Commission on June 17, 2024. The Developer is now requesting Final Plat approval of a condominium plat/subdivision revocation to an existing condominium plat located on Lots 11-16, Block 29, Hailey Townsite. The building and infrastructure were destroyed via a fire in 2021. In order to move forward with construction of a new building, and the installation of additional infrastructure lot lines interior to the site are required to be removed/revoked.

On February 24, 2025, the Hailey City Council considered and approved the Final Plat Application for this revocation, of which the Findings have been described in the attached report.

On January 13, 2025, the Hailey City Council considered and approved the Preliminary Plat Application for this revocation, and on June 17, 2024, the Hailey Planning and Zoning Commission considered and recommended approval by the Hailey City Council the attached Preliminary Plat Application.

CHAPTER 16.03: PROCEDURE:

16.03.030 Final Plat Approval:

- A. The final plat, prepared by a Professional Land Surveyor, must be submitted within one (1) calendar year from the date of approval of the preliminary plat, unless otherwise allowed for within a phasing agreement or as otherwise provided herein. Plats not submitted for final approval within one (1) year or according to the phasing agreement, shall be considered expired and preliminary plat approval shall become null and void. The Council may extend the deadline for submitting the final plat upon holding a public hearing.**

The Final Plat has been prepared by a professional land surveyor and was submitted on January 24, 2025.

- C. The administrator shall review the final plat application to ensure that the application submitted**

is consistent with the approved preliminary plat. The conditions imposed on the preliminary plat approval must be either completed or shown on plans or the plat prior to any public notice for final plat approval.

The Final Plat is consistent with the approved Preliminary Plan of the proposed/revoked subdivision.
Findings: Compliance. The Council found that this standard has been met.

Standards of Evaluation:

CHAPTER 16.04: DEVELOPMENT STANDARDS:

Development Standards were reviewed in detail during the Preliminary Plat Application process. No changes have been made to the plat since approval was given.

Findings: Compliance. The Council found that this standard has been met.

CHAPTER 16.05: IMPROVEMENTS REQUIRED:

16.05.010 Minimum Improvements Required:

It shall be a requirement of the Developer to construct the minimum improvements set forth herein and any required improvements for the subdivision, all to City Standards, which are attached hereto as Exhibit "A." 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.

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.

Upon final approval, two (2) copies of all plans will be filed with the City Engineer. All other requirements of this section will be enforced by the City Engineer or designee.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the revocation of a condominium plat. No new infrastructure is proposed thereby, no preconstruction meeting is needed.

Findings: Compliance. The Council found that this standard has been met.

C. Term of Guarantee of Improvements:

The Developer shall guarantee all improvements pursuant to this Chapter for no less than one year from the date of approval of all improvements as complete and satisfactory by the City Engineer, except those parks shall be guaranteed and maintained by the Developer for a period of two years.

N/A, as this proposal is for the revocation of a condominium plat. This will be reviewed again if and when a new plat is proposed in conjunction with a new building and/or condominium project.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the revocation of a condominium plat.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the revocation of a condominium plat.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as all street names and traffic control signs exist. No new additional names or signage are proposed. *Findings: Compliance. The Council found that this standard has been met.*

C. Streetlights:

Streetlights 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 17.08C of this code.

N/A, as this proposal is for the revocation of a condominium plat.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the revocation of a condominium plat. This will be reviewed again if and when a new plat is proposed in conjunction with a new building and/or condominium project.

Findings: Compliance. The Council found that this standard has been met.

16.05.040 Water Connections:

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.

N/A, as this proposal is for the revocation of a condominium plat. This will be reviewed again if and when a new plat is proposed in conjunction with a new building and/or condominium project.

Findings: Compliance. The Council found that this standard has been met.

B. Townsite Overlay District; Insulation:

Within the Townsite Overlay District, where water main lines within the alley are less than six feet (6') 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.

N/A, as this proposal is for the revocation of a condominium plat. This will be reviewed again if and when a new plat is proposed in conjunction with a new building and/or condominium project.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the revocation of a condominium plat. This will be reviewed again if and when a new plat is proposed in conjunction with a new building and/or condominium project.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the revocation of a condominium plat. This will be reviewed again if and when a new plat is proposed in conjunction with a new building and/or condominium project.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the revocation of a condominium plat. This will be reviewed again if and when a new plat is proposed in conjunction with a new building and/or condominium project.

Findings: Compliance. The Council found that this standard has been met.

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.

The Developer is hereby advised that all improvements shall be implemented according to City Standards and are subject to inspection at any time. If improvements are not satisfactory to the City Engineer or his designee, the Developer will be required to repair or replace them at their own cost.

Findings: Compliance. The Council found that this standard has been met.

16.05.090 Completion; Inspections; Acceptance:

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.

The Developer is hereby advised that all improvements shall be implemented according to City Standards and are subject to inspection at any time. If improvements are not satisfactory to the City Engineer or his designee, the Developer will be required to repair or replace them at their own cost.

Findings: Compliance. The Council found that this standard has been met.

- A. The Developer may, in lieu of actual construction, provide to the city security pursuant to subsection 16.03.030I of this title, for all infrastructure improvements to be completed by the Developer after the Final Plat has been signed by City representatives.**

N/A, as this proposal is for the revocation of a condominium plat. This will be reviewed again if and when a new plat is proposed in conjunction with a new building and/or condominium project.

Findings: Compliance. The Council found that this standard has been met.

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.

The Developer is hereby advised that three (3) sets of “as-built plans and specifications” certified by the Developer’s Engineer, shall be filed with the City Engineer prior to acceptance by the City of Hailey.

Findings: Compliance. The Council found that this standard has been met.

CONCLUSIONS OF LAW

Based upon the above Findings of Fact, the Hailey City Council makes the following Conclusions of Law:

1. Adequate notice, pursuant to Chapter 16.03 of the Hailey Municipal Code, was given for the public hearing.
2. Upon compliance with the conditions noted below, the application substantially meets the standards of approval set forth in the Hailey Subdivision Ordinance.
3. The Application for Final Plat, as presented on the day these findings are signed, is approved by the Hailey City Council.

DECISION

The Application for the Final Plat Subdivision by Idaho Conrad, LLC, wherein Lots 11-16, Block 29, Hailey Townsite (CROY Street Exchange), the official plat of the Croy Street Exchange Office Condominiums, Parcel No. 1 Condominium units A-Q, is revoked, retracted, and withdrawn, and approved as such, by the Hailey City Council.

PASSED BY THE HAILEY CITY COUNCIL and approved by the mayor this ____ day of _____, 2025.

Martha Burke, Mayor, City of Hailey

Attest:

Mary Cone, City Clerk, City of Hailey

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 03/10/2025 **DEPARTMENT:** Community Development **DEPT. HEAD SIGNATURE:** RD

SUBJECT: Motion to approve the Findings of Fact, Conclusions of Law, and Decision of the Final Plat Application by Lido Equities Group – Idaho, LLC, represented by Galena-Benchmark Engineering, for a plat modification to Copper Ranch Phase 6, to vacate the previously platted land intended for Building 17 and amend snow storage locations. This project is located within the General Residential (GR) Zoning District.

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

BACKGROUND: In 2023, Lido Equities Group – Idaho, LLC, underwent a submittal and approval process for both Design Review and Planned Unit Development (PUD) Amendment Applications, both of which were associated with the final phase of the Copper Ranch Subdivision – Phase 6. Phase 6 was anticipated to include thirty-eight (38) units across eight (8) buildings on approximately 1.9 acres of Copper Ranch property.

However, on May 1, 2023, the Planning and Zoning Commission approved a Design Review Application for the buildout of Phase 6, which included seven (7) less residential units, for a new total of thirty-one (31) residential units within Phase 6, and an overall total of 128 condominium units within the Copper Ranch Development. The subsequent Planned Unit Development Amendment reflecting these proposed new unit totals was approved by Hailey City Council on June 13, 2023.

The reduction in residential units was a result of the elimination of “Building 17”. The elimination of Building 17 alleviates the subdivision’s compliance issues with on-site parking and snow storage access, which has been expressly noted by the existing tenants of the subdivision.

The Lot Line Adjustment Application addressed in this Staff Report reflects the final procedural action that must be taken to vacate Building 17 that was shown on the original plat of Copper Ranch Phase 5, but will no longer be constructed, as well as to relocate and formalize the amended snow storage easements.

On February 24, 2025, Hailey City Council approved the Final Plat Application of the plat modification, of which the findings are described in the attached report.

On December 9, 2024, the Council approved the Preliminary Plat Application of the plat modification. The Planning and Zoning Commission recommended approval of the plat modification on October 21, 2024.

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: (IFAPPLICABLE)

<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	_____

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On February 24, 2025, the Hailey City Council approved the Final Plat Application by Lido Equities Group – Idaho, LLC, represented by Galena-Benchmark Engineering, for a plat modification to Copper Ranch Phase 6, to vacate the previously platted land intended for Building 17 and amend snow storage locations. This project is located within the General Residential (GR) Zoning District.

The Hailey City Council enters these Findings of Fact, Conclusions of Law, and Decision.

FINDINGS OF FACT

Applicant: Lido Equities Group – Idaho, LLC
Location: Copper Ranch Condo #1, Parcel A5 (1011 Copper Ranch Way)
Size & Zoning: 71,640 square feet (1.01 acres), General Residential (GR) Zoning District

Notice: Notice for the public hearing was published in the Idaho Mountain Express on February 5, 2025, and mailed to adjoining property owners on the same date.

Background and Application: In 2023, Lido Equities Group – Idaho, LLC, underwent a submittal and approval process for both Design Review and Planned Unit Development (PUD) Amendment Applications, both of which were associated with the final phase of the Copper Ranch Subdivision – Phase 6. Phase 6 was anticipated to include thirty-eight (38) units across eight (8) buildings on approximately 1.9 acres of Copper Ranch property.

However, on May 1, 2023, the Planning and Zoning Commission approved a Design Review Application for the buildout of Phase 6, which included seven (7) less residential units, for a new total of thirty-one (31) residential units within Phase 6, and an overall total of 128 condominium units within the Copper Ranch Development. The subsequent Planned Unit Development Amendment reflecting these proposed new unit totals was approved by Hailey City Council on June 13, 2023.

The reduction in residential units was a result of the elimination of “Building 17”. The elimination of Building 17 alleviates the subdivision’s compliance issues with on-site parking and snow storage access, as shown in the images below, and expressly noted by the existing tenants of the subdivision.

Original Phase 6 Configuration



5th PUD Amendment, approved May 1, 2023



Regarding the issue of the availability and geometry of parking spaces at Copper Ranch— when the original Design Review was approved for the Copper Ranch Subdivision in 2003, two-and-a-half (2.5) parking spaces were required for each unit. Since then, the Municipal Code pertaining to parking in multifamily developments has changed. Per the Subdivision Code (Section 16.04.020.L.6), two (2) guest/overflow parking spaces are currently required for each multi-family unit located on a private street. Per the Design Review Code (Section 17.09.040), 1-1.5 parking spaces are currently required per unit, depending on the size of the unit. The updated Design Review proposal in 2023 reflected a concurrent and affiliated application to amend the existing Planned Unit Development Agreement, which must consider the Subdivision Code and condominiumization of the Phase 6 buildings. The approved amendment to the PUD Agreement— requiring a minimum of 2.5 parking spaces per unit— reconciles the discrepancy between the number of parking spaces currently required by the Design Review Code (43 spaces) and the number of parking spaces that would've been or will be required if the land is subdivided (105 spaces). Additionally, the minimum requirement of 2.5 parking spaces per unit reflects the conditions under which the subdivision was planned.

The residents' frustrations with parking are exacerbated by the small geometry of parking spaces and garages at Copper Ranch, as well as improper snow storage. Firstly, size requirements for off-street parking spaces are not regulated by Hailey's Municipal Code nor by the International Building Code. However, the Applicant slightly increased the size of the proposed garages openings to be nine feet (9 ft.) wide, instead of eight feet (8 ft.) wide. Secondly, the Developer has acknowledged that snow has been improperly stored at Copper Ranch. Specifically, snow has not been stored in the designated space behind Gravity Fitness and has overflowed into the private streets. In the new design, the Applicant has ensured access to the designated snow storage area via the site that was planned for Building 17 and will now be developed into surface parking.

The Lot Line Adjustment Application addressed in this Staff Report reflects the final procedural action that must be taken to vacate Building 17 that was shown on the original plat of Copper Ranch Phase 5, but will no longer be constructed, as well as to relocate and formalize the amended snow storage easements.

On February 24, 2025, Hailey City Council approved the Final Plat Application of the plat modification, of which the findings are described in the attached report.

On December 9, 2024, the Council approved the Preliminary Plat Application of the plat modification. The Planning and Zoning Commission recommended approval of the plat modification on October 21, 2024.

Reasoned Statement: These Findings of Fact, Conclusions of Law, and Decision ("Findings") represent the summary, and majority opinion of the determinative body of the City of Hailey pursuant to Idaho Code. These Findings represent a final decision, after extensive on-the-record deliberations, as more completely documented in the Minutes therefore, and the recordings thereof. These Findings represent a unanimous approval by the Hailey City Council, after deliberations on each of the criteria detailed herein below.

Procedural History: The application was submitted on September 3, 2024 and certified complete on September 3, 2024. A public hearing before the Hailey Planning and Zoning Commission was held on October 21, 2024, in the Council Chambers of Hailey City Hall, and virtually via Microsoft Teams, at which time the Commission unanimously approved the application and recommended it for approval by the Hailey City Council. The Hailey City Council reviewed and approved the Preliminary Plat Application on December 9, 2024. The Hailey City Council reviewed and approved this application on February 24, 2025.

CHAPTER 16.05.080: ISSUANCE OF PERMITS:

No permit for the construction of any building shall be issued upon any land for which all improvements required for the protection of health and the provision of safety, (including but not necessarily limited to an approved potable water system, an approved wastewater system to accept sewage, and asphalt paving of the streets) have not been installed, inspected, and accepted by the City of Hailey, with the following exception:

Building permits may be issued for any building in a development for which plats have been recorded and security provided, but the streets have not yet been completed with asphalt due to winter conditions. In such instances, the street shall be constructed as an all-weather surface to City Standards to the satisfaction of the City Engineer and shall be kept clear to the satisfaction of the Fire Chief. No Final Inspection approval or Certificate of Occupancy shall be granted until all improvements, including asphalt, have been installed, inspected, and accepted.

The Preliminary Plat by Lido Equities Group – Idaho, LLC, was recommended for approval by the Hailey Planning and Zoning Commission on October 21, 2024, and approved by the Hailey City Council on December 9, 2024. The Developer is now requesting Final Plat approval of a condominium plat/subdivision modifications. The proposed modifications include the removal of the condominium plat for previously platted Building 17, as well as the modification and/or relocation of snow storage areas within this same area.

On February 24, 2025, the Hailey City Council approved the Final Plat Application by Lido Equities Group – Idaho, LLC. The findings have been described herein.

CHAPTER 16.03: PROCEDURE:

16.03.030 Final Plat Approval:

- A. The final plat, prepared by a Professional Land Surveyor, must be submitted within one (1) calendar year from the date of approval of the preliminary plat, unless otherwise allowed for within a phasing agreement or as otherwise provided herein. Plats not submitted for final approval within one (1) year or according to the phasing agreement, shall be considered expired and preliminary plat approval shall become null and void. The Council may extend the deadline for submitting the final plat upon holding a public hearing.**

The Final Plat has been prepared by a professional land surveyor and was submitted on January 13, 2025. *Findings: Compliance. The Council found that this standard has been met.*

- C. The administrator shall review the final plat application to ensure that the application submitted**

is consistent with the approved preliminary plat. The conditions imposed on the preliminary plat approval must be either completed or shown on plans or the plat prior to any public notice for final plat approval.

The Final Plat is consistent with the approved Preliminary Plat of the proposed/modified subdivision.

Findings: Compliance. The Council found that this standard has been met.

Standards of Evaluation:

CHAPTER 16.04: DEVELOPMENT STANDARDS:

Development Standards were reviewed in detail during the Preliminary Plat Application process. No changes have been made to the plat since approval was given.

Findings: Compliance. The Council found that this standard has been met.

CHAPTER 16.05: IMPROVEMENTS REQUIRED:

16.05.010 Minimum Improvements Required:

It shall be a requirement of the Developer to construct the minimum improvements set forth herein and any required improvements for the subdivision, all to City Standards, which are attached hereto as Exhibit "A." 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.

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.

Upon final approval, two (2) copies of all plans will be filed with the City Engineer. All other requirements of this section will be enforced by the City Engineer or designee.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the removal and/or modification to an existing condominium plat. No new infrastructure is proposed thereby, no preconstruction meeting is needed.

Findings: Compliance. The Council found that this standard has been met.

C. Term of Guarantee of Improvements:

The Developer shall guarantee all improvements pursuant to this Chapter for no less than one year from the date of approval of all improvements as complete and satisfactory by the City Engineer, except those parks shall be guaranteed and maintained by the Developer for a period of two years.

N/A, as this proposal is for the removal and/or modification to an existing condominium plat.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the removal and/or modification to an existing condominium plat.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the removal and/or modification to an existing condominium plat.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as all street names and traffic control signs exist. No new additional names or signage are proposed.

Findings: Compliance. The Council found that this standard has been met.

C. Streetlights:

Streetlights 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 17.08C of this code.

N/A, as this proposal is for the removal and/or modification to an existing condominium plat.

Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the removal and/or modification to an existing condominium plat.
Findings: Compliance. The Council found that this standard has been met.

16.05.040 Water Connections:

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.

N/A, as this proposal is for the removal and/or modification to an existing condominium plat.
Findings: Compliance. The Council found that this standard has been met.

B. Townsite Overlay District; Insulation:

Within the Townsite Overlay District, where water main lines within the alley are less than six feet (6') 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.

N/A, as this project is not located within the Townsite Overlay (TO) Zoning District.
Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the removal and/or modification to an existing condominium plat.
Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the removal and/or modification to an existing condominium plat.
Findings: Compliance. The Council found that this standard has been met.

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.

N/A, as this proposal is for the removal and/or modification to an existing condominium plat.
Findings: Compliance. The Council found that this standard has been met.

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.

The Developer is hereby advised that all improvements shall be implemented according to City Standards and are subject to inspection at any time. If improvements are not satisfactory to the City Engineer or his designee, the Developer will be required to repair or replace them at their own cost.
Findings: Compliance. The Council found that this standard has been met.

16.05.090 Completion; Inspections; Acceptance:

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.

The Developer is hereby advised that all improvements shall be implemented according to City Standards and are subject to inspection at any time. If improvements are not satisfactory to the City Engineer or his designee, the Developer will be required to repair or replace them at their own cost.
Findings: Compliance. The Council found that this standard has been met.

- A. The Developer may, in lieu of actual construction, provide to the city security pursuant to subsection 16.03.030I of this title, for all infrastructure improvements to be completed by the Developer after the Final Plat has been signed by City representatives.**

N/A, as this proposal is for the removal and/or modification to an existing condominium plat.
Findings: Compliance. The Council found that this standard has been met.

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.

The Developer is hereby advised that three (3) sets of “as-built plans and specifications” certified by the Developer’s Engineer, shall be filed with the City Engineer prior to acceptance by the City of Hailey.
Findings: Compliance. The Council found that this standard has been met.

CONCLUSIONS OF LAW

Based upon the above Findings of Fact, the Hailey City Council makes the following Conclusions of Law:

1. Adequate notice, pursuant to Chapter 16.03 of the Hailey Municipal Code, was given for the public hearing.
2. Upon compliance with the conditions noted below, the application substantially meets the standards of approval set forth in the Hailey Subdivision Ordinance.

3. The Application for Final Plat, as presented on the day these findings are signed, is approved by the Hailey City Council.

DECISION

The Application for the Final Plat Application by Lido Equities Group – Idaho, LLC, represented by Galena-Benchmark Engineering, for a plat modification to Copper Ranch Phase 6, to vacate the previously platted land intended for Building 17 and amend snow storage locations, is hereby approved, finding that the following Conditions of Approval, 1- 3, will be met:

- 1) 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.
- 2) If there is existing water or sewer service that will no longer be utilized, the Applicant shall remove the service and cap at the main.
- 3) The following shall be added as a plat note: *Access to the new snow storage area, dedicated per this Plat, shall be preserved and maintained through the parking area developed on the vacated Building 17 building envelope.*

PASSED BY THE HAILEY CITY COUNCIL and approved by the mayor this ____ day of _____, 2025.

Martha Burke, Mayor, City of Hailey

Attest:

Mary Cone, City Clerk, City of Hailey

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 03/10/2025 **DEPARTMENT:** Clerk's Office **DEPT. HEAD SIGNATURE** M. Cone

SUBJECT

Approval of Minutes from the meeting of the Hailey City Council on February 24, 2025 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 FEBRUARY 24, 2025
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 Dustin Stone. Staff present included City Attorney Christopher P. Simms, City Administrator Lisa Horowitz, and City Clerk Mary Cone.

CALL TO ORDER: [5:30:44 PM](#) call to order

Open session for public concerns:

[5:31:02 PM](#) Herbert Romero speaks to council regarding immigration, asks for a statement from the city similar to Jim Foudys’ statement from BCSD.

CONSENT AGENDA:

CA 046	Motion to approve Resolution 2025-022, authorizing city officials to sign and accept the grant, ITD Division of Aeronautics Grant Offer F258SUN, for Friedman Memorial Airport in the amount of \$15,000 ACTION ITEM	1
CA 047	Motion to approve Resolution 2025-023, authorizing Mayor to sign updated auto aid agreement with newly formed entity Blaine County South Fire Protection District, formally Wood River Fire and Rescue ACTION ITEM	10
CA 048	Motion to approve Resolution 2025-024, authorizing Mayor to sign agreement with First Due for Hailey Fire Department tracking software for \$5,100 total for first year and \$3,700 annually ACTION ITEM	18
CA 049	Motion to approve Resolution 2025-025, authorizing the Mayor’s signature on the Public Right of Way Maintenance Agreement related to the development of The Thrive Center for Safety and Healing (Advocates for Survivors of Domestic Violence & Sexual Assault) located on Lots 1-3, Block 30, Hailey Townsite). ACTION ITEM	34
CA 050	Motion to approve the Special Event Application submitted by Enterprise Rent-A Car-Company, to provide additional parking for special events in March 2025 and July 2025. ACTION ITEM	44
CA 051	Motion to approve the Special Event Application to host Earth Fest on April 26, 2025, from 10am-2pm, at Hailey’s Town Center West Building as well as behind the Hailey Public Library. ACTION ITEM	54
CA 052	Motion to approve the Auto Transportation Service Business License for Bravo Shuttles. ACTION ITEM	63
CA 053	Motion to approve minutes of February 10, 2025 and to suspend reading of them ACTION ITEM	67
CA 054	Motion to approve claims for expenses incurred during the month of January 2025, and claims for expenses due by contract in February, 2025 ACTION ITEM	70
CA 055	Motion to approve unaudited Treasurer’s report for the month of January 2025 ACTION ITEM	100

[5:38:45 PM](#) CA 051 pulled by Husbands, Martinez pulls CA 049

[5:38:58 PM](#) **Martinez moved to approve all consent agenda items minus CA 049 and CA 051, seconded by Stone, motion passed with roll call vote; Husbands, yes. Stone, yes. Thea, yes. Martinez, yes.**

CA 049 [5:39:16 PM](#) not a lot of detail on this partnership. Davis explained this agreement. Typical for redevelopment of properties.

[5:40:18 PM](#) Martinez moves to approve CA 049, Thea seconds. Motion passed with roll call vote; Husbands, yes. Stone, yes. Thea, yes. Martinez, yes.

CA 051 [5:40:33 PM](#) Husbands, are we cutting off street by Lago Azul? Davis, we invited them last year for the event, they had tables outside of their restaurant. Thea, did it help?

[5:42:43 PM](#) Martinez moves to approve CA 051, Thea seconds. motion passed with roll call vote; Husbands, yes. Stone, yes. Thea, yes. Martinez, yes.

MAYOR'S REMARKS:

[5:43:00 PM](#) Town Hall meeting last Saturday at Town Center West with our Representatives, it will well until the end. It became a heated moment, Burke asks our residents, what makes a republic work, is civil discourse. Decency first.

PUBLIC HEARINGS:

PH 056 Consideration of a Final Plat Application by Idaho Conrad, LLC, wherein Lots 11-16, Block 29, Hailey Townsite (CROY Street Exchange), the official plat of the Croy Street Exchange Office Condominiums, Parcel No. 1 Condominium Units A-Q, is revoked, retracted, and withdrawn. This project is located within the Business (B), Downtown Residential Overlay (DRO), and Townsite Overlay (TO) Zoning Districts. ACTION ITEM

[5:44:48 PM](#) Davis gives an overview of this final plat. Step before redevelopment can occur. Burke, starting with a clean slate. Dave Patrie, Engineer is on the call if questions.

Public Comments: [5:46:08 PM](#) no comments.

[5:46:21 PM](#) Thea moves to approve Final plat, seconded by Martinez, Motion passed with roll call vote; Martinez, yes. Thea, yes. Stone, yes. Husbands, yes.

PH 057 Consideration of a Final Plat Application by Lido Equities Group – Idaho, LLC, represented by Galena-Benchmark Engineering, for a plat modification to Copper Ranch Phase 6, to vacate the previously platted land intended for Building 17 and amend snow storage locations. This project is located within the General Residential (GR) Zoning District. ACTION ITEM

[5:48:11 PM](#) Davis gives an overview of this item, agreed to reduce building size to increase parking lot.

Public comments: [5:49:17 PM](#) no comments

[5:49:30 PM](#) Stone, final plat part of our legal process, if there is a way to not bring items forward, great to spend time on other things.

[5:50:55 PM](#) Martinez, this item, speaks to us interacting with the community, in that neighborhood. Martinez, comments on the parking workshop and comments made and understanding needs.

[5:53:16 PM](#) Stone moves to approve Final Plat Lido Equities Group, Copper Ranch Phase 6, to vacate land, conditions 1-3, Martinez seconds. Motion passed with roll call vote; Husbands, yes. Stone, yes. Thea, yes. Martinez, yes.

STAFF REPORTS:

[5:54:42 PM](#) Community Development annual report presented by Robyn Davis. Davis reviews the number of projects, commercial, residential and other. Davis reviews upcoming projects including 10 detached home units at Ellsworth Inn, and Sunbeam phase II. In 2024, amended Design Review code to match state code, clarify definitions and district use matrix. Floodplain notices, sent 735 letters in 2024, to all within the 100 year floodplain area. Hung approximately 150 door hangers in neighborhoods more prone to flooding. Long range plans, housing focus, and Comprehensive Plan update. Businesses have 478 active businesses in Hailey.

[6:09:15 PM](#) Davis gives overview of Housing in 2024. The city hired a firm to conduct a housing needs assessment of Hailey. Key findings including, refining our housing strategies, ADU programs we installed last year, continue to produce housing, and increase housing inventory and future policy partnerships. In 2023, voters approve. .5% of our LOT from air to go to housing. Prioritized locals for ADUs process, conversion of rental to locals only tenant.

[6:21:30 PM](#) Sustainability Action Plan, staff has been working to define a plan and set up an advisory committee, plan to have a series of meetings, to decide on goals of the committee. First meeting tomorrow at 1:30, once a month meetings. Discussion about how members were selected.

EXECUTIVE SESSION: Personnel (IC 74-206(1)(a/b))

[6:25:40 PM](#) Martinez moves to go into exec session to discuss Personnel (IC 74-206(1)(a/b)), Thea seconds. Motion passed with roll call vote; Husbands, yes. Stone, yes. Thea, yes. Martinez, yes.

Mayor and Council returned from exec session [6:35:42 PM](#)

STAFF REPORTS:

Thea brings up Romero's comment, Mayor Burke will talk to staff. Thea thinks we should write a letter on all sawtooth federal employees that were laid off, and that it will impact our community heavily. Martinez asks for guidance. Discussion generally about individually contacting representatives and senators. [6:41:26 PM](#)

[6:42:40 PM](#) Martinez moves to adjourn, Thea seconds. Motion passed unanimously.

Return to Agenda

AGENDA ITEM SUMMARY

DATE 03/10/2025 DEPARTMENT: Finance & Records **DEPT. HEAD SIGNATURE:** MHC

SUBJECT

Council Approval of Claims costs incurred during the month of February 2025 that are set to be paid by contract for March 2025.

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
02/20/2025	CDPT	02/25/2025	58662	AFLAC	1	-222.76
02/20/2025	CDPT	02/25/2025	58663	DELTA DENTAL PLAN OF I	2	-4,182.08
02/20/2025	CDPT	02/25/2025	58665	NCPERS GROUP LIFE INS	6	-144.00
02/20/2025	CDPT	02/25/2025	22810	PERSI	7	-45,715.90
02/20/2025	CDPT	02/25/2025	22808	MOUNTAIN WEST BANK	8	-44,288.79
02/20/2025	CDPT	02/25/2025	58664	IDAHO STATE TAX COMMI	9	-6,031.00
02/20/2025	CDPT	02/25/2025	22807	A.W. REHN & ASSOCIATE	21	-1,137.91
02/20/2025	CDPT	02/25/2025	58667	VSP	26	-705.74
02/20/2025	CDPT	02/25/2025	22809	Nationwide 457/Roth	34	-2,662.85
02/20/2025	CDPT	02/25/2025	58666	REGENCE BLUE SHIELD	3	-61,714.21
02/20/2025	PC	02/27/2025	22725	CARRILLO-SALAS, DALIA	8209	-1,614.12
02/20/2025	PC	02/27/2025	22726	CONE, MARY M HILL	8009	-1,833.51
02/20/2025	PC	02/27/2025	22727	HOROWITZ, LISA	8049	-2,719.60
02/20/2025	PC	02/27/2025	22728	POMERLEAU, JENNIFER	8207	-1,324.02
02/20/2025	PC	02/27/2025	22729	STOKES, REBECCA R	8013	-2,533.68
02/20/2025	PC	02/27/2025	22730	TRAN, TUYEN	8205	-1,320.61
02/20/2025	PC	02/27/2025	22731	DAVIS, ROBYN K	8060	-2,502.35
02/20/2025	PC	02/27/2025	22732	DYER, ASHLEY MAUREEN	8401	-1,779.43
02/20/2025	PC	02/27/2025	22733	PARKER, JESSICA L	8111	-1,921.14
02/20/2025	PC	02/27/2025	22734	RODRIGUE, EMILY THERE	8115	-1,829.36
02/20/2025	PC	02/27/2025	22735	BALEDGE, MICHAEL S	9054	-2,725.06
02/20/2025	PC	02/27/2025	22736	CHASE, AMANDA LUISE	9036	-1,569.66
02/20/2025	PC	02/27/2025	22737	CRIMMINS, JAMES DALTO	9056	-135.76
02/20/2025	PC	02/27/2025	22738	DYM, JACOB W	9204	-218.17
02/20/2025	PC	02/27/2025	22739	EMERICK, DANIELLE A	9206	-1,519.79
02/20/2025	PC	02/27/2025	22740	HAIRSTON, KEITH GUY	8186	-1,781.26
02/20/2025	PC	02/27/2025	22741	HERNANDEZ, ADAN	9027	-226.81
02/20/2025	PC	02/27/2025	22742	HOOVER, JAMES THOMA	9047	-2,164.95
02/20/2025	PC	02/27/2025	22743	MAYNE, EARL JAMES	9124	-521.70
02/20/2025	PC	02/27/2025	22744	MOLONEY, SARAH ESTEL	1009113	-202.02
02/20/2025	PC	02/27/2025	22745	PRUETT, MATHEW DEAN	9040	-274.74
02/20/2025	PC	02/27/2025	22746	SWENKE, JACKSON JOSE	9199	-233.58
02/20/2025	PC	02/27/2025	22747	VINCENT, BRIAN A	9113	-526.39
02/20/2025	PC	02/27/2025	22748	YEAGER, KAITLYN R	9117	-693.02
02/20/2025	PC	02/27/2025	22749	HUSBANDS, HEIDI	8302	-242.70
02/20/2025	PC	02/27/2025	22750	CROTTY, JOSHUA M	8283	-1,476.81
02/20/2025	PC	02/27/2025	22751	DABNEY, LEE A DONAHUE	1008078	-1,158.18
02/20/2025	PC	02/27/2025	22752	DREWIEN, LYNETTE M	1008271	-312.44
02/20/2025	PC	02/27/2025	22753	FLETCHER, KRISTIN M	8122	-2,513.76
02/20/2025	PC	02/27/2025	22754	FORBIS, MICHAL J	8114	-1,553.11
02/20/2025	PC	02/27/2025	22755	FOUDY, ALISON LEXI	8284	-339.84
02/20/2025	PC	02/27/2025	22756	FOUDY, GRACE ANNA	8128	-162.08
02/20/2025	PC	02/27/2025	22757	MAXWELL, LAHELA HINAN	8124	-1,408.65
02/20/2025	PC	02/27/2025	22758	MOSQUEDA - CAMACHO,	8295	-259.32
02/20/2025	PC	02/27/2025	22759	PRIMROSE, LAURA A	8102	-1,271.11
02/20/2025	PC	02/27/2025	22760	RODGERS, AMBER TELLE	8297	-106.20
02/20/2025	PC	02/27/2025	22761	STROPE, DENON MICHAEL	8101	-1,070.11
02/20/2025	PC	02/27/2025	22762	VAGIAS, BROOKE ELIZAB	8296	-96.97
02/20/2025	PC	02/27/2025	22763	BAIN, AMY SUE	8554	-1,381.59
02/20/2025	PC	02/27/2025	22764	SAVAGE, JAMES L	8204	-1,756.71
02/20/2025	PC	02/27/2025	22765	AGUAYO, KENNETH	8220	-1,458.55
02/20/2025	PC	02/27/2025	22766	ALLEN, THOMAS HAROLD	8219	-1,973.35
02/20/2025	PC	02/27/2025	22767	CARDWELL, JOSEPH THO	1008137	-2,112.13
02/20/2025	PC	02/27/2025	22768	CERVANTES, GUSTAVO A	8215	-2,207.97

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
02/20/2025	PC	02/27/2025	22769	COX, CHARLES F	8161	-2,839.53
02/20/2025	PC	02/27/2025	22770	CROXFORD, ZACHARY DA	8218	-2,055.07
02/20/2025	PC	02/27/2025	22771	ENGLAND, STEVE J	8143	-3,229.77
02/20/2025	PC	02/27/2025	22772	GONZALEZ, ADRIAN MAN	8170	-1,838.40
02/20/2025	PC	02/27/2025	22773	JONES, KYLIE MELETIA	8155	-2,190.51
02/20/2025	PC	02/27/2025	22774	LEOS, CHRISTINA M	8012	-2,055.34
02/20/2025	PC	02/27/2025	22775	LIVINGSTON, CHRISTIAN	8168	-2,053.18
02/20/2025	PC	02/27/2025	22776	ORNELAS, MANUEL G	1008180	-2,181.12
02/20/2025	PC	02/27/2025	22777	OWENS, ERIC ODELL	8119	-2,004.61
02/20/2025	PC	02/27/2025	22778	PECK, TODD D	8167	-3,228.01
02/20/2025	PC	02/27/2025	22779	WELLS, PRESTON DANIE	8150	-1,918.49
02/20/2025	PC	02/27/2025	22780	WRIGLEY, GAVIN	8152	-2,958.64
02/20/2025	PC	02/27/2025	22781	ARELLANO, NANCY	8005	-1,363.46
02/20/2025	PC	02/27/2025	22782	MARES, MARIA C	8251	-1,382.23
02/20/2025	PC	02/27/2025	22783	WILLIAMS, EMILY ANNE	8023	-1,708.64
02/20/2025	PC	02/27/2025	22784	YEAGER, BRIAN D	8107	-2,111.90
02/20/2025	PC	02/27/2025	22785	COUCH, LEVI HUNTER	8512	-1,361.19
02/20/2025	PC	02/27/2025	22786	DOMKE, RODNEY F	8097	-1,935.43
02/20/2025	PC	02/27/2025	22787	HERNANDEZ, ADAN	8509	-2,209.49
02/20/2025	PC	02/27/2025	22788	JOHNSTON, JAIMEY P	8243	-2,271.85
02/20/2025	PC	02/27/2025	22789	MOATS, ZAKARY S	8174	-1,702.74
02/20/2025	PC	02/27/2025	22790	PARKS, ALEXANDER MIC	8180	-2,469.75
02/20/2025	PC	02/27/2025	22791	SCHWARZ, STEPHEN K	8226	-2,660.93
02/20/2025	PC	02/27/2025	22792	WEST III, KINGSTON R	8234	-2,773.84
02/20/2025	PC	02/27/2025	22793	ZELLERS, WYLIE J	8510	-1,675.20
02/20/2025	PC	02/27/2025	22794	AMBRIZ, JOSE	7023	-2,305.41
02/20/2025	PC	02/27/2025	22795	BOWYER, DANIEL ALAN M	8289	-1,293.84
02/20/2025	PC	02/27/2025	22796	ELLSWORTH, BRYSON D	8285	-2,511.09
02/20/2025	PC	02/27/2025	22797	GARRISON, SHANE	1008048	-1,897.75
02/20/2025	PC	02/27/2025	22798	RACE, MICHAEL DENNIS	8070	-1,516.52
02/20/2025	PC	02/27/2025	22799	SHOTSWELL, DAVE O	7044	-2,282.23
02/20/2025	PC	02/27/2025	22800	WARD, NATHAN DANIEL	8287	-1,509.53
02/20/2025	PC	02/27/2025	22801	BALDWIN, MERRITT JAME	8286	-2,009.75
02/20/2025	PC	02/27/2025	22802	BALIS, MARVIN C	8225	-2,144.88
02/20/2025	PC	02/27/2025	22803	HOLTZEN, KURTIS L	8072	-2,170.00
02/20/2025	PC	02/27/2025	22804	MAJOR, THOMAS JOHN	8288	-1,496.09
02/20/2025	PC	02/27/2025	22805	PETERSON, TRAVIS T	8121	-1,527.48
02/20/2025	PC	02/27/2025	22806	VINCENT, BRIAN A	1008071	-1,856.85
Grand Totals:						-300,538.29
						92

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
50323 ACTIVE 911, INC											
612399	1	ACTIVE911 SUBSCRIPTION	Invoice	02/24/2025	03/10/2025	519.75	519.75	100-55-41741		325	1
Total 50323 ACTIVE 911, INC:						519.75	519.75				
968 AG LANDSCAPING											
01/31/2	1	Library snow removal 1/31-2/14/25	Invoice	01/31/2025	03/03/2025	225.00	225.00	100-45-41413		325	1
01/31/2	2	CH snow removal 1/31-2/14/25	Invoice	01/31/2025	03/03/2025	75.00	75.00	100-42-41413		325	1
01/31/2	3	CH snow removal 1/31-2/14/25	Invoice	01/31/2025	03/03/2025	75.00	75.00	200-42-41413		325	1
01/31/2	4	CH snow removal 1/31-2/14/25	Invoice	01/31/2025	03/03/2025	75.00	75.00	210-42-41413		325	1
Total 968 AG LANDSCAPING:						450.00	450.00				
5521 AIR ST. LUKES											
022625	1	2024 AIR ST LUKES MEMBERSHIP - Z.Croxford	Invoice	02/26/2025	03/10/2025	55.00	55.00	100-25-41126		325	1
Total 5521 AIR ST. LUKES:						55.00	55.00				
892 ALEXANDER CLARK PRINTING											
27268	1	uniform citations order 2025	Invoice	02/20/2025	03/03/2025	435.57	435.57	100-25-41215		325	1
Total 892 ALEXANDER CLARK PRINTING:						435.57	435.57				
1913 AMAZON CAPITAL SERVICES											
112-09	1	Facilites Grant -Screen	Invoice	02/28/2025	03/10/2025	3,999.99	3,999.99	100-45-41549	24.45.0002.1	325	1
13T4-W	1	room deordorizers	Invoice	02/04/2025	03/10/2025	88.77	88.77	100-45-41215		325	1
13T4-W	1	yoto card cases	Invoice	02/04/2025	03/10/2025	71.34	71.34	100-45-41215		325	1
1FX3-J	1	ENG. TAPE MEASURE X6	Invoice	02/18/2025	03/10/2025	64.68	64.68	200-60-41215		325	1
1FX3-J	2	ENG. TAPE MEASURE X4	Invoice	02/18/2025	03/10/2025	43.12	43.12	210-70-41215		325	1
1FX3-J	3	ENG. TAPE MEASURE X3	Invoice	02/18/2025	03/10/2025	32.34	32.34	100-40-41215		325	1
1FX3-J	4	ENG. TAPE MEASURE, DOC HOLDER	Invoice	02/18/2025	03/10/2025	6.59	6.59	100-42-41215		325	1
1FX3-J	5	ENG. TAPE MEASURE, DOC HOLDER	Invoice	02/18/2025	03/10/2025	6.59	6.59	200-42-41215		325	1
1FX3-J	6	ENG. TAPE MEASURE, DOC HOLDER	Invoice	02/18/2025	03/10/2025	6.59	6.59	210-42-41215		325	1
1L6F-R	1	Pop Up Conopy w/cover bag	Invoice	02/26/2025	03/10/2025	43.33	43.33	100-15-41215		325	1
1L6F-R	2	Pop Up Conopy w/cover bag	Invoice	02/26/2025	03/10/2025	43.33	43.33	200-15-41215		325	1
1L6F-R	3	Pop Up Conopy w/cover bag	Invoice	02/26/2025	03/10/2025	43.33	43.33	210-15-41215		325	1
1MKN-	1	KABA LOCK BATTERIES	Invoice	02/14/2025	03/10/2025	62.65	62.65	100-42-41413		325	1
1MKN-	2	KABA LOCK BATTERIES	Invoice	02/14/2025	03/10/2025	62.65	62.65	200-42-41413		325	1
1MKN-	3	KABA LOCK BATTERIES	Invoice	02/14/2025	03/10/2025	62.65	62.65	210-42-41413		325	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
1NLM-1	1	WRF EQUIPMENT/SUPPLIES WW	Invoice	02/20/2025	03/10/2025	369.28	369.28	210-70-41413		325	1
1QT3-X	1	HANDCUFFS/ SHELIVING/ RACKS FOR THE PD	Invoice	02/28/2025	03/03/2025	669.67	669.67	100-25-41215		325	1
1RDR-	1	Credit -PoE Splitter	Invoice	01/21/2025	03/10/2025	12.99-	12.99-	100-45-41215		325	1
1XCP-	1	Credit-Memo -Screen	Invoice	02/24/2025	03/10/2025	3,999.94-	3,999.94-	100-45-41549	24.45.0002.1	325	1
1XKW-	1	Teen prog supp	Invoice	02/18/2025	03/10/2025	35.66	35.66	100-45-41215		325	1
1YWH-	1	OFFICE SUPPLIES WW	Invoice	02/18/2025	03/10/2025	179.41	179.41	210-70-41411		325	1
Total 1913 AMAZON CAPITAL SERVICES:						1,879.04	1,879.04				
50345 AMBIENTE H2O INC.											
V25007	1	BIOSOLIDS VOGELSANG PARTS WW	Invoice	02/03/2025	03/10/2025	9,993.59	9,993.59	210-70-41401		325	1
Total 50345 AMBIENTE H2O INC.:						9,993.59	9,993.59				
5013 AMERICAN TOWER CORPORATION											
412893	1	DELLA MT TWR RNTL 2/1	Invoice	02/01/2025	03/10/2025	799.75	799.75	200-60-41713		325	1
412893	2	DELLA MT TWR RNTL 2/1 1/3	Invoice	02/01/2025	03/10/2025	50.71	50.71	100-42-41713		325	1
412893	3	DELLA MT TWR RNTL 2/1 1/3	Invoice	02/01/2025	03/10/2025	50.72	50.72	200-42-41713		325	1
412893	4	DELLA MT TWR RNTL 2/1 1/3	Invoice	02/01/2025	03/10/2025	50.72	50.72	210-42-41713		325	1
412893	1	DELLA MT TWR RNTL 2/1 UT REIMB	Invoice	02/01/2025	03/10/2025	12.50	12.50	200-60-41713		325	1
412893	2	DELLA MT TWR RNTL 2/1 UT REIMB 1/3	Invoice	02/01/2025	03/10/2025	4.16	4.16	100-42-41713		325	1
412893	3	DELLA MT TWR RNTL 2/1 UT REIMB 1/3	Invoice	02/01/2025	03/10/2025	4.17	4.17	200-42-41713		325	1
412893	4	DELLA MT TWR RNTL 2/1 UT REIMB 1/3	Invoice	02/01/2025	03/10/2025	4.17	4.17	210-42-41713		325	1
Total 5013 AMERICAN TOWER CORPORATION:						976.90	976.90				
5727 AMERICAN VAC SERVICES LLC											
25-016	1	SNOW REMOVAL SERVICES	Invoice	02/08/2025	03/10/2025	1,617.50	1,617.50	100-40-41771		325	1
25-018	1	SNOW REMOVAL SERVICES	Invoice	02/14/2025	03/10/2025	1,538.75	1,538.75	100-40-41771		325	1
25-023	1	SNOW REMOVAL SERVICES	Invoice	02/13/2025	03/10/2025	1,552.50	1,552.50	100-40-41771		325	1
25-024	1	SNOW REMOVAL SERVICES	Invoice	02/13/2025	03/10/2025	1,300.00	1,300.00	100-40-41771		325	1
25-028	1	SNOW REMOVAL SERVICES	Invoice	02/12/2025	03/10/2025	1,717.50	1,717.50	100-40-41771		325	1
Total 5727 AMERICAN VAC SERVICES LLC:						7,726.25	7,726.25				
375 ATKINSON'S MARKET											
017284	1	Teen prog supp	Invoice	02/11/2025	03/10/2025	21.81	21.81	100-45-41326		325	1
037998	1	SUSTIANABILITY MEETING MARCH 2025	Invoice	02/24/2025	03/10/2025	36.70	36.70	100-20-41211		325	1
048112	1	Representatives update - TCW	Invoice	02/22/2025	03/10/2025	16.09	16.09	100-15-41215		325	1
048112	2	Representatives update - TCW	Invoice	02/22/2025	03/10/2025	16.09	16.09	200-15-41215		325	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
048112	3	Representatives update - TCW	Invoice	02/22/2025	03/10/2025	16.09	16.09	210-15-41215		325	1
048112	1	Representatives update - TCW	Invoice	02/22/2025	03/10/2025	5.86	5.86	100-15-41215		325	1
048112	2	Representatives update - TCW	Invoice	02/22/2025	03/10/2025	5.86	5.86	200-15-41215		325	1
048112	3	Representatives update - TCW	Invoice	02/22/2025	03/10/2025	5.86	5.86	210-15-41215		325	1
058499	1	Teen prog supp	Invoice	02/10/2025	03/10/2025	48.91	48.91	100-45-41326		325	1
Total 375 ATKINSON'S MARKET:						173.27	173.27				
4214 B&G DIRTWORKS, LLC											
21350	1	SNOW REMOVAL SERVICES	Invoice	02/20/2025	03/10/2025	4,062.50	4,062.50	100-40-41771		325	1
Total 4214 B&G DIRTWORKS, LLC:						4,062.50	4,062.50				
6638 BAIN, AMY											
25TRA	1	MILEAGE REIM - MINERT & ASSOC TRAINING	Invoice	03/04/2025	03/10/2025	31.73	31.73	100-42-41724		325	1
25TRA	2	MILEAGE REIM - MINERT & ASSOC TRAINING	Invoice	03/04/2025	03/10/2025	31.73	31.73	200-42-41724		325	1
25TRA	3	MILEAGE REIM - MINERT & ASSOC TRAINING	Invoice	03/04/2025	03/10/2025	31.74	31.74	210-42-41724		325	1
Total 6638 BAIN, AMY:						95.20	95.20				
1053 BALEDGE, MIKE											
25TRA	1	EMS CONF. PER DIEM	Invoice	02/11/2025	03/10/2025	147.50	147.50	100-55-41724		325	1
Total 1053 BALEDGE, MIKE:						147.50	147.50				
6950 BD CONSULTING LLC											
HAI 20	1	Library project 2 hrs	Invoice	02/21/2025	03/10/2025	200.00	200.00	100-45-41313		325	1
Total 6950 BD CONSULTING LLC:						200.00	200.00				
5232 BEST WEST. VISTA INN & AIRPORT											
445524	1	HOTEL STAY FOR TRAINING - TOM MAJOR	Invoice	03/09/2025	03/10/2025	725.00	725.00	200-60-41723		325	1
Total 5232 BEST WEST. VISTA INN & AIRPORT:						725.00	725.00				
6637 BLAINE COUNTY CHARITABLE FUND, INC.											
1139	1	Utility Assistance Program - Reim Utility Cost	Invoice	02/19/2025	03/10/2025	2,053.73	2,053.73	120-00-32250	23.15.0003.1	325	1
Total 6637 BLAINE COUNTY CHARITABLE FUND, INC.:						2,053.73	2,053.73				

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
953 BLAINE COUNTY RECORDER											
ADU M	1	RECORDING FEE ADU C. MCPHERSON	Invoice	03/05/2025	03/10/2025	67.00	67.00	100-20-41313		325	1
ADU N.	1	RECORDING FEE ADU N. BLATZ	Invoice	03/05/2025	03/10/2025	67.00	67.00	100-20-41313		325	1
Total 953 BLAINE COUNTY RECORDER:						134.00	134.00				
50379 BLISS ARCHITECTURE											
202407	1	W DEPT. OFFICE BLDG - PROJ PROC.	Invoice	02/28/2025	03/10/2025	4,635.00	4,635.00	200-60-41547	24.60.0001.1	325	1
202502	1	43 BROADFORD CONCEPTUAL DESIGNS	Invoice	02/28/2025	03/10/2025	5,405.00	5,405.00	120-10-41549	25.10.0002.1	325	1
Total 50379 BLISS ARCHITECTURE:						10,040.00	10,040.00				
629 BURKS TRACTOR											
WO667	1	REPAIR KUBOTA	Invoice	02/13/2025	03/10/2025	803.50	803.50	100-40-41405		325	1
Total 629 BURKS TRACTOR:						803.50	803.50				
6631 CARRILLO, ESMERALDA											
00012	1	43 Broadford Cleaning	Invoice	02/06/2025	03/10/2025	140.00	140.00	100-10-41547	25.10.0002.1	325	1
00012	2	43 Broadford Cleaning	Invoice	02/06/2025	03/10/2025	70.00	70.00	200-10-41547	25.10.0002.1	325	1
00012	3	43 Broadford Cleaning	Invoice	02/06/2025	03/10/2025	70.00	70.00	210-10-41547	25.10.0002.1	325	1
Total 6631 CARRILLO, ESMERALDA:						280.00	280.00				
2326 CDW GOVERNMENT											
AC83G	1	2025 Windows Server License	Invoice	02/21/2025	03/10/2025	257.12	257.12	100-15-41515		325	1
AC83G	2	2025 Windows Server License	Invoice	02/21/2025	03/10/2025	257.12	257.12	200-15-41515		325	1
AC83G	3	2025 Windows Server License	Invoice	02/21/2025	03/10/2025	257.12	257.12	210-15-41515		325	1
AC856	1	DELL WRK STATION & DELL MON.	Invoice	02/21/2025	03/10/2025	1,157.65	1,157.65	100-55-41533		325	1
AC856	2	DELL WRK STATION & DELL MON.	Invoice	02/21/2025	03/10/2025	1,157.65	1,157.65	200-60-41533		325	1
AC856	3	DELL WRK STATION & DELL MON.	Invoice	02/21/2025	03/10/2025	1,157.65	1,157.65	210-70-41533		325	1
AC856	4	DELL WRK STATION & DELL MON.	Invoice	02/21/2025	03/10/2025	1,157.65	1,157.65	100-40-41533		325	1
AC9F6	1	Network Switches Rack	Invoice	02/25/2025	03/10/2025	2,047.45	2,047.45	210-70-41533		325	1
AC9YV	1	DELL WRK STATION & DELL MON.	Invoice	02/27/2025	03/10/2025	3,250.00	3,250.00	100-55-41533		325	1
AC9YV	2	DELL WRK STATION & DELL MON.	Invoice	02/27/2025	03/10/2025	3,250.00	3,250.00	200-60-41533		325	1
AC9YV	3	DELL WRK STATION & DELL MON.	Invoice	02/27/2025	03/10/2025	3,250.00	3,250.00	210-70-41533		325	1
AC9YV	4	DELL WRK STATION & DELL MON.	Invoice	02/27/2025	03/10/2025	3,250.00	3,250.00	100-40-41533		325	1
ZR006	1	Zoom phones - Business Licenses	Invoice	01/26/2025	03/10/2025	3,503.30	3,503.30	100-15-41713		325	1
ZR006	2	Zoom phones - Business Licenses	Invoice	01/26/2025	03/10/2025	3,503.30	3,503.30	200-15-41713		325	1
ZR006	3	Zoom phones - Business Licenses	Invoice	01/26/2025	03/10/2025	3,503.30	3,503.30	210-15-41713		325	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
ZR006	4	Zoom phones - fee, tax & surcharge	Invoice	01/26/2025	03/10/2025	27.71	27.71	100-15-41713		325	1
ZR006	5	Zoom phones - fee, tax & surcharge	Invoice	01/26/2025	03/10/2025	27.71	27.71	200-15-41713		325	1
ZR006	6	Zoom phones - fee, tax & surcharge	Invoice	01/26/2025	03/10/2025	27.70	27.70	210-15-41713		325	1
Total 2326 CDW GOVERNMENT:						31,042.43	31,042.43				
6056 CENTURY LINK											
02/22/2	1	9814 260B	Invoice	02/22/2025	03/10/2025	121.44	121.44	100-15-41713		325	1
02/22/2	2	9814 260B	Invoice	02/22/2025	03/10/2025	121.44	121.44	200-15-41713		325	1
02/22/2	3	9814 260B	Invoice	02/22/2025	03/10/2025	121.44	121.44	210-15-41713		325	1
02/22/2	4	9814 260B	Invoice	02/22/2025	03/10/2025	121.44	121.44	100-25-41713		325	1
02/22/2	5	9814 260B	Invoice	02/22/2025	03/10/2025	121.44	121.44	100-20-41713		325	1
02/22/2	6	9814 260B- 33.33%	Invoice	02/22/2025	03/10/2025	40.48	40.48	100-42-41713		325	1
02/22/2	7	9814 260B- 33.33%	Invoice	02/22/2025	03/10/2025	40.48	40.48	200-42-41713		325	1
02/22/2	8	9814 260B- 33.33%	Invoice	02/22/2025	03/10/2025	40.46	40.46	210-42-41713		325	1
02/22/2	9	2211-125b treatment plant	Invoice	02/22/2025	03/10/2025	84.13	84.13	210-70-41713		325	1
02/22/2	10	2211-125B Water Dept	Invoice	02/22/2025	03/10/2025	84.13	84.13	200-60-41713		325	1
02/22/2	11	3147 220B HFD	Invoice	02/22/2025	03/10/2025	97.00	97.00	100-55-41713		325	1
02/22/2	12	6566 569B Police Dept	Invoice	02/22/2025	03/10/2025	106.07	106.07	100-25-41713		325	1
02/22/2	13	5965-737B STREET SHOP	Invoice	02/22/2025	03/10/2025	90.41	90.41	100-40-41713		325	1
Total 6056 CENTURY LINK:						1,190.36	1,190.36				
2161 CHASE CONSTRUCTION											
OI-JH-0	1	CLEAN UP BROKEN STOREFRONT GLASS	Invoice	01/14/2025	03/10/2025	100.00	100.00	100-40-41313		325	1
Total 2161 CHASE CONSTRUCTION:						100.00	100.00				
5702 CINTAS											
422161	1	UNIFORM SERVICES WW	Invoice	02/19/2025	03/10/2025	208.21	208.21	210-70-41703		325	1
422241	1	UNIFORM SERVICES WW	Invoice	02/26/2025	03/10/2025	208.21	208.21	210-70-41703		325	1
525630	1	FIRST AID SUPPLIES	Invoice	02/26/2025	03/10/2025	185.19	185.19	100-40-41215		325	1
931087	1	AED LEASE FOR WRF WW	Invoice	02/28/2025	03/10/2025	126.00	126.00	210-70-41413		325	1
Total 5702 CINTAS:						727.61	727.61				
644 CITY OF HAILEY PETTY CASH											
950551	1	#POSTAGE TO ISP EVIDENCE LAB	Invoice	02/18/2025	03/03/2025	19.15	19.15	100-25-41213		325	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 644 CITY OF HAILEY PETTY CASH:						19.15	19.15				
670 CITY OF HAILEY W&S DEPT											
FEBRU	1	STREET SHOP	Invoice	02/28/2025	03/10/2025	876.68	876.68	100-40-41717		325	1
FEBRU	2	ENTER CENTER	Invoice	02/28/2025	03/10/2025	98.06	98.06	100-10-41717		325	1
FEBRU	3	RODEO FROST	Invoice	02/28/2025	03/10/2025	12.93	12.93	100-50-41617		325	1
FEBRU	4	RODEO PARK	Invoice	02/28/2025	03/10/2025	35.07	35.07	100-50-41617		325	1
FEBRU	5	TOWN CENTER WEST	Invoice	02/28/2025	03/10/2025	45.10	45.10	100-50-41718		325	1
FEBRU	6	CITY HALL	Invoice	02/28/2025	03/10/2025	115.49	115.49	100-42-41717		325	1
FEBRU	7	CITY HALL	Invoice	02/28/2025	03/10/2025	115.49	115.49	200-42-41717		325	1
FEBRU	8	CITY HALL	Invoice	02/28/2025	03/10/2025	115.49	115.49	210-42-41717		325	1
FEBRU	9	FIRE DEPARTMENT	Invoice	02/28/2025	03/10/2025	75.74	75.74	100-55-41717		325	1
FEBRU	10	TREATMENT PL	Invoice	02/28/2025	03/10/2025	110.00	110.00	210-70-41717		325	1
FEBRU	11	TREATMENT PL	Invoice	02/28/2025	03/10/2025	110.00	110.00	200-60-41717		325	1
FEBRU	12	POLICE DEPT	Invoice	02/28/2025	03/10/2025	117.11	117.11	100-25-41717		325	1
FEBRU	13	IRRIGATION	Invoice	02/28/2025	03/10/2025	1,274.94	1,274.94	100-50-41717		325	1
Total 670 CITY OF HAILEY W&S DEPT:						3,102.10	3,102.10				
2954 CLEAR CREEK DISPOSAL -PARKS											
000179	1	PORT RR - SKATEPARK	Invoice	02/25/2025	03/10/2025	176.00	176.00	100-50-41325		325	1
000179	1	CoMP. BIN - KEEFER	Invoice	02/25/2025	03/10/2025	75.17	75.17	100-50-41325		325	1
000179	1	CoMP. BIN - ATKINSONS	Invoice	02/25/2025	03/10/2025	102.55	102.55	100-50-41403		325	1
000179	1	COMPOST COM. CAMP.	Invoice	02/25/2025	03/10/2025	102.55	102.55	100-50-41403		325	1
000179	1	CoMP. BIN - ALBERTSONS	Invoice	02/25/2025	03/10/2025	102.55	102.55	100-50-41325		325	1
Total 2954 CLEAR CREEK DISPOSAL -PARKS:						558.82	558.82				
22457 CLEAR CREEK DISPOSAL, INC.											
FEBRU	1	FRANCHISE FEE - FEBRUARY 2025	Invoice	03/04/2025	03/10/2025	168,000.00	168,000.00	100-00-20515		325	1
Total 22457 CLEAR CREEK DISPOSAL, INC.:						168,000.00	168,000.00				
3622 CLEAR SOLUTIONS ENGINEERING											
457	1	WATER SYSTEMS FPS- HYDR MODELING	Invoice	02/15/2025	03/10/2025	13,236.00	13,236.00	200-60-41313	23.60.0001.1	325	1
458	1	SUNBEAM WELL - DEQ MTG, PREP BID MNL	Invoice	02/15/2025	03/10/2025	1,550.00	1,550.00	200-60-41313	21.60.0003.1	325	1
Total 3622 CLEAR SOLUTIONS ENGINEERING:						14,786.00	14,786.00				

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
8709 CLEARGOV, INC											
2024-1	1	2024-15647 BUDGETING SOFTWARE	Invoice	10/01/2024	03/10/2025	8,381.63	8,381.63	100-15-41515		325	1
2024-1	2	2024-15647 BUDGETING SOFTWARE	Invoice	10/01/2024	03/10/2025	8,381.63	8,381.63	200-15-41515		325	1
2024-1	3	2024-15647 BUDGETING SOFTWARE	Invoice	10/01/2024	03/10/2025	8,381.62	8,381.62	210-15-41515		325	1
Total 8709 CLEARGOV, INC:						25,144.88	25,144.88				
7000 CLEARWATER LANDSCAPING											
2995	1	HPD IRRIG	Invoice	09/01/2024	03/03/2025	348.13	348.13	100-25-41325		325	1
4083	1	HPD MOWING, IRRIG	Invoice	11/01/2024	03/03/2025	392.50	392.50	100-25-41325		325	1
Total 7000 CLEARWATER LANDSCAPING:						740.63	740.63				
5961 CLEARWATER POWER EQUIPMENT LLC											
72946	1	Credit	Invoice	01/06/2025	02/10/2025	38.30-	38.30-	100-50-41405		225	1
73599	1	SNOW blower part	Invoice	02/03/2025	02/24/2025	20.99	20.99	100-50-41405		225	1
Total 5961 CLEARWATER POWER EQUIPMENT LLC:						17.31-	17.31-				
50396 COASTLINE EQUIPMENT											
119819	1	REMAINING BAL; ALTERNATOR, V-BELT, MISC. PA	Invoice	12/19/2024	03/10/2025	535.12	535.12	100-40-41405		325	1
Total 50396 COASTLINE EQUIPMENT:						535.12	535.12				
972 COX COMMUNICATIONS											
03/01/2	1	INTERNET WATER	Invoice	02/18/2025	03/10/2025	78.99	78.99	200-60-41713		325	1
03/01/2	2	INTERNET WW	Invoice	02/18/2025	03/10/2025	79.00	79.00	210-70-41713		325	1
Total 972 COX COMMUNICATIONS:						157.99	157.99				
6877 D.O.P.L											
01/01/2	1	BUILDING PERMIT & FEES PAID AS OF 03/05/25 -	Invoice	03/05/2025	03/10/2025	5,062.40	5,062.40	100-00-20325		325	1
Total 6877 D.O.P.L:						5,062.40	5,062.40				
50252 DREWIEN CONSTRUCTION LLC											
02-25	1	Facilities Grant - computer install	Invoice	03/03/2025	03/10/2025	1,200.00	1,200.00	100-45-41549	24.45.0002.1	325	1
Total 50252 DREWIEN CONSTRUCTION LLC:						1,200.00	1,200.00				

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
8583 D-SWANER WELDING, INC											
22706	1	CNC NEW PLATE #4101 KODIAK	Invoice	02/28/2025	03/10/2025	270.06	270.06	100-40-41405		325	1
Total 8583 D-SWANER WELDING, INC:						270.06	270.06				
4513 EBSCO INDUSTRIES INC.											
910110	1	Novelist/LibraryAware 2025 sub	Invoice	03/03/2025	03/10/2025	2,682.00	2,682.00	100-45-41325		325	1
Total 4513 EBSCO INDUSTRIES INC.:						2,682.00	2,682.00				
1636 ELEVATION BUILDERS											
742-RE	1	TCW REno CONF ROOM DEMO, WORK	Invoice	03/01/2025	03/10/2025	64,978.09	64,978.09	120-50-41549	22.50.0001.1	325	1
Total 1636 ELEVATION BUILDERS:						64,978.09	64,978.09				
297 EVANS PLUMBING, INC.											
4-1502	1	BASEMENT SEWAGE PUMP REPLACEMENT	Invoice	02/07/2025	03/10/2025	391.25	391.25	100-42-41413		325	1
4-1502	2	BASEMENT SEWAGE PUMP REPLACEMENT	Invoice	02/07/2025	03/10/2025	391.26	391.26	200-42-41413		325	1
4-1502	3	BASEMENT SEWAGE PUMP REPLACEMENT	Invoice	02/07/2025	03/10/2025	391.26	391.26	210-42-41413		325	1
Total 297 EVANS PLUMBING, INC.:						1,173.77	1,173.77				
2628 FASTENAL COMPANY											
IDJER1	1	PARTS/TOOLS FOR WRF WW	Invoice	02/13/2025	03/10/2025	211.75	211.75	210-70-41423		325	1
IDJER1	1	PARTS/TOOLS FOR WRF WW	Invoice	02/20/2025	03/10/2025	17.28	17.28	210-70-41423		325	1
Total 2628 FASTENAL COMPANY:						229.03	229.03				
171 FERGUSON WATERWORKS #1701											
CM074	1	RIVER ST SUPPLIES RETURN	Invoice	12/30/2024	01/13/2025	142.02-	142.02-	120-40-41539	18.40.0001.1	125	1
Total 171 FERGUSON WATERWORKS #1701:						142.02-	142.02-				
1464 FISHER'S FINANCE INC											
386117	1	Copier cont 0220-031925	Invoice	02/19/2025	03/10/2025	352.12	352.12	100-45-41323		325	1
Total 1464 FISHER'S FINANCE INC:						352.12	352.12				
5909 FUGATE, JANET											
P&Z ST	1	P&Z Stipend 3-3-25	Invoice	03/03/2025	03/10/2025	100.00	100.00	100-10-41313		325	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
P&Z ST	2	1 PZ Stipend	Invoice	03/03/2025	03/10/2025	50.00	50.00	200-10-41313		325	1
P&Z ST	3	2 PZ Stipend	Invoice	03/03/2025	03/10/2025	50.00	50.00	210-10-41313		325	1
Total 5909 FUGATE, JANET:						200.00	200.00				
50378 GARRISON, SHANE											
46H-D3	1	REIM. FOR WWT1 LIC APP WW	Invoice	02/26/2025	03/10/2025	55.00	55.00	210-70-41711		325	1
Total 50378 GARRISON, SHANE:						55.00	55.00				
828 GEM STATE PAPER & SUPPLY COMPA											
113496	1	DEPARTMENT SUPPLIES	Invoice	02/18/2025	03/10/2025	87.99	87.99	100-55-41215		325	1
113511	1	Baby station liners	Invoice	02/11/2025	03/10/2025	66.90	66.90	100-45-41413		325	1
113571	1	Library rstrm supp	Invoice	02/13/2025	03/10/2025	139.18	139.18	100-45-41413		325	1
113571	1	DEPARTMENT SUPPLIES	Invoice	02/13/2025	03/10/2025	91.35	91.35	100-55-41215		325	1
113628	1	disinfectant wipes/facial tissue/towels	Invoice	02/25/2025	03/10/2025	246.02	246.02	100-45-41215		325	1
Total 828 GEM STATE PAPER & SUPPLY COMPA:						631.44	631.44				
2134 GEOBILITY LLC											
1121	1	PROF. GIS SERVICES HAHPC #1121	Invoice	03/01/2025	03/10/2025	200.00	200.00	100-20-41709		325	1
1121	2	PROF. GIS SERVICES CDD #1121	Invoice	03/01/2025	03/10/2025	375.00	375.00	100-20-41313		325	1
1122	1	PROF. GIS SERVICES FEB 2025 W SPL	Invoice	03/01/2025	03/03/2025	200.00	200.00	200-60-41313		325	1
1122	2	PROF. GIS SERVICES FEB 2025 WW SPL	Invoice	03/01/2025	03/03/2025	200.00	200.00	210-70-41313		325	1
1122	3	PROF. GIS SERVICES FEB 2025 WW	Invoice	03/01/2025	03/03/2025	100.00	100.00	210-70-41313		325	1
1122	4	PROF. GIS SERVICES FEB 2025 ST	Invoice	03/01/2025	03/03/2025	75.00	75.00	100-40-41313		325	1
1122	5	PROF. GIS SERVICES FEB 2025 W	Invoice	03/01/2025	03/03/2025	825.00	825.00	200-60-41313		325	1
Total 2134 GEOBILITY LLC:						1,975.00	1,975.00				
6551 GGLO, LLC											
202308	1	QUIGLEY RD BIKEPATH 6/1-6/30	Invoice	07/05/2024	03/03/2025	2,800.00	2,800.00	120-40-41549	21.40.0003.1	325	1
Total 6551 GGLO, LLC:						2,800.00	2,800.00				
6023 GIVENS PURSLEY LLP											
286601	1	GENERAL WATER	Invoice	02/28/2025	03/03/2025	1,267.50	1,267.50	200-60-41313		325	1
Total 6023 GIVENS PURSLEY LLP:						1,267.50	1,267.50				

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
851 GLASS MASTERS, INC											
I-24-28	1	WINDOW REPLACEMENT & INSTALL 221 S RIVER	Invoice	12/10/2024	03/10/2025	1,127.52	1,127.52	100-40-41313		325	1
Total 851 GLASS MASTERS, INC:						1,127.52	1,127.52				
922 GRAINGER INC., W.W.											
934147	1	HEAT BLOWER FOR THAWING OUT METER VAUL	Invoice	12/10/2024	03/10/2025	330.59	330.59	200-60-41405		325	1
Total 922 GRAINGER INC., W.W.:						330.59	330.59				
1850 GREAT AMERICA FINANCIAL SERVICES											
386655	1	Invoice# 38665598 4/2025	Invoice	02/27/2025	03/10/2025	124.00	124.00	100-20-41323		325	1
Total 1850 GREAT AMERICA FINANCIAL SERVICES:						124.00	124.00				
763 HAILEY PAINT AND SUPPLY											
14015	1	PAINT rollers	Invoice	01/31/2025	03/10/2025	9.98	9.98	100-45-41215		325	1
Total 763 HAILEY PAINT AND SUPPLY:						9.98	9.98				
5855 HARMONY DESIGN INC											
24883	1	LIONS PARK - PROJ. MGMT	Invoice	02/20/2025	03/10/2025	237.00	237.00	120-50-41539		325	1
Total 5855 HARMONY DESIGN INC:						237.00	237.00				
5410 HDR ENGINEERING INC											
120068	1	HEADWORKS IMPR. PROJ. BILLING #11	Invoice	01/13/2025	03/10/2025	2,015.72	2,015.72	235-78-41549	24.70.0001.1	325	1
120069	1	HEADWORKS IMPR. PROJ. BILLING #12	Invoice	02/11/2025	03/10/2025	7,932.55	7,932.55	235-78-41549	24.70.0001.1	325	1
Total 5410 HDR ENGINEERING INC:						9,948.27	9,948.27				
1557 HIGH DESERT BOBCAT - TWIN FALLS											
P11876	1	SEAL KIT	Invoice	02/18/2025	03/10/2025	171.69	171.69	100-40-41405		325	1
Total 1557 HIGH DESERT BOBCAT - TWIN FALLS:						171.69	171.69				
1846 HOOVER, JAMES											
534896	1	Reimbursement for hotel - Sanchez	Invoice	02/14/2025	03/10/2025	214.00	214.00	100-55-41724		325	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 1846 HOOVER, JAMES:						214.00	214.00				
8606 HRA VEBA TRUST											
MARC	1	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	530.56	530.56	100-20-41126		325	1
MARC	2	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	2,080.56	2,080.56	100-25-41126		325	1
MARC	3	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	88.43	88.43	100-15-41126		325	1
MARC	4	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	88.43	88.43	200-15-41126		325	1
MARC	5	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	88.42	88.42	210-15-41126		325	1
MARC	6	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	520.14	520.14	100-45-41126		325	1
MARC	7	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	392.71	392.71	100-40-41126		325	1
MARC	8	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	44.21	44.21	100-42-41126		325	1
MARC	9	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	44.21	44.21	200-42-41126		325	1
MARC	10	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	44.22	44.22	210-42-41126		325	1
MARC	11	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	392.71	392.71	200-60-41126		325	1
MARC	12	MONTHLY VEBA MARCH 2025	Invoice	02/28/2025	03/10/2025	265.28	265.28	210-70-41126		325	1
MARC	13	Z.MOATS MONTHLY VEBA DEC,JAN, FEB 2025	Invoice	02/28/2025	03/10/2025	780.21	780.21	100-40-41126		325	1
Total 8606 HRA VEBA TRUST:						5,360.09	5,360.09				
671 IDAHO LUMBER & HARDWARE											
19838	1	EXHAUST PARTS FOR WATER FREEZE UPS	Invoice	02/11/2025	03/10/2025	33.96	33.96	200-60-41403		325	1
19893	1	PUMPHOUSE KEY	Invoice	02/11/2025	03/10/2025	7.98	7.98	200-60-41405		325	1
19893	2	WORK GLOVES - KURT	Invoice	02/11/2025	03/10/2025	26.98	26.98	200-60-41703		325	1
19977	1	WATER VALVE KEY	Invoice	02/12/2025	03/10/2025	49.99	49.99	200-60-41405		325	1
19985	1	SHOP TOOLS	Invoice	02/12/2025	03/10/2025	196.99	196.99	100-40-41423		325	1
20155	1	EXTENSION CORD	Invoice	02/13/2025	03/10/2025	69.99	69.99	100-40-41423		325	1
20164	1	doZER MAGNETIC FUEL HEATERS	Invoice	02/13/2025	03/10/2025	7.59	7.59	100-40-41405		325	1
20524	1	BRASS PARTS FOR FROZEN WATER	Invoice	02/18/2025	03/10/2025	51.54	51.54	200-60-41403		325	1
20547	1	BRASS PARTS FOR FROZEN WATER	Invoice	02/18/2025	03/10/2025	8.59	8.59	200-60-41403		325	1
20574	1	WATER VALVE KEY	Invoice	02/18/2025	03/10/2025	38.99	38.99	200-60-41405		325	1
20636	1	WASTE OIL PUMP HOSE	Invoice	02/19/2025	03/10/2025	25.98	25.98	100-40-41405		325	1
20639	1	PRY BAR	Invoice	02/19/2025	03/10/2025	32.99	32.99	200-60-41405		325	1
20650	1	GRINDER BLADES	Invoice	02/19/2025	03/10/2025	23.96	23.96	200-60-41403		325	1
21073	1	Batteries alkaline 8 pk	Invoice	02/24/2025	03/03/2025	19.99	19.99	100-25-41211		325	1
21656	1	Grant-Beadboard	Invoice	03/01/2025	03/10/2025	36.92	36.92	100-45-41549	24.45.0002.1	325	1
Total 671 IDAHO LUMBER & HARDWARE:						615.26	615.26				

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
400 IDAHO MOUNTAIN EXPRESS											
128512	1	HelpWanted022625	Invoice	02/20/2025	03/10/2025	204.60	204.60	100-45-41319		325	1
Total 400 IDAHO MOUNTAIN EXPRESS:						204.60	204.60				
22433 IDAHO POWER											
02/14/2	1	IP 2204414540 - Street Lights	Invoice	02/14/2025	03/10/2025	164.99	164.99	100-40-41717		325	1
02/14/2	2	IP 2204935643 - 1811 Merlin Lp	Invoice	02/14/2025	03/10/2025	1,023.59	1,023.59	100-40-41717		325	1
02/14/2	3	IP 2204935643 - 617 3rd Ave S	Invoice	02/14/2025	03/10/2025	444.31	444.31	100-55-41717		325	1
02/14/2	4	IP 2204935643 - 116 S River St	Invoice	02/14/2025	03/10/2025	175.41	175.41	100-50-41718		325	1
02/14/2	5	ip 2204935643 - 7 Croy St.	Invoice	02/14/2025	03/10/2025	541.59	541.59	100-45-41717		325	1
02/14/2	6	IP 2204935643 - 115 Main St 2nd Floor	Invoice	02/14/2025	03/10/2025	514.97	514.97	100-42-41717		325	1
02/14/2	7	IP 2204935643 - 115 Main St 2nd Floor	Invoice	02/14/2025	03/10/2025	514.97	514.97	200-42-41717		325	1
02/14/2	8	IP 2204935643 - 115 Main St 2nd Floor	Invoice	02/14/2025	03/10/2025	514.98	514.98	210-42-41717		325	1
02/14/2	9	IP 2227814734 - 43 Broadford Rd	Invoice	02/14/2025	03/10/2025	199.34	199.34	100-10-41717		325	1
02/14/2	10	IP 2204637769 WW	Invoice	02/14/2025	03/10/2025	14,846.89	14,846.89	210-70-41717		325	1
02/14/2	11	IP2207611134 Street - 89 Croy Rd	Invoice	02/14/2025	03/10/2025	71.76	71.76	100-40-41715		325	1
02/14/2	12	IP 2220558908 - Heagle Park	Invoice	02/14/2025	03/10/2025	26.34	26.34	100-40-41717		325	1
Total 22433 IDAHO POWER:						19,039.14	19,039.14				
138 IDAHO RURAL WATER ASSOC.											
Q-APP-	1	N.W. 2ND YEAR APPRENTICESHIP WW	Invoice	01/23/2025	03/10/2025	300.00	300.00	210-70-41723		325	1
Total 138 IDAHO RURAL WATER ASSOC.:						300.00	300.00				
534 IDEQ											
CI8082	1	DRINKIG WATER ASSESSMENT FEE	Invoice	02/24/2025	03/10/2025	2,747.00	2,747.00	200-60-41311		325	1
Total 534 IDEQ:						2,747.00	2,747.00				
612 INGRAM BOOK COMPANY											
867217	1	Credit memo 022025	Invoice	02/20/2025	03/10/2025	11.75-	11.75-	100-45-41535		325	1
FEBRU	1	Feb 25 book purc	Invoice	02/28/2025	03/10/2025	1,568.83	1,568.83	100-45-41535		325	1
Total 612 INGRAM BOOK COMPANY:						1,557.08	1,557.08				
229 INTEGRATED TECHNOLOGIES											
256837	1	HPD PRINTER	Invoice	02/24/2025	03/03/2025	105.56	105.56	100-25-41411		325	1
257467	1	Sharp/BP-70M55 Pntr 3/5/25-4/4/25	Invoice	03/05/2025	03/10/2025	13.40	13.40	100-15-41323		325	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
257467	2	Sharp/BP-70M55 Pntr 3/5/25-4/4/25	Invoice	03/05/2025	03/10/2025	13.40	13.40	200-15-41323		325	1
257467	3	Sharp/BP-70M55 Pntr 3/5/25-4/4/25	Invoice	03/05/2025	03/10/2025	13.39	13.39	210-15-41323		325	1
Total 229 INTEGRATED TECHNOLOGIES:						145.75	145.75				
6304 INTEGRITY PUMP SOLUTIONS, INC											
Y25M2-	1	BIOSOLIDS VELODYNE PARTS WW	Invoice	02/11/2025	03/10/2025	1,400.00	1,400.00	210-70-41401		325	1
Total 6304 INTEGRITY PUMP SOLUTIONS, INC:						1,400.00	1,400.00				
384 INTERMOUNTAIN GAS COMPANY											
02/24/2	1	536199 P/W 33.3%	Invoice	02/24/2025	03/10/2025	46.82	46.82	100-42-41717		325	1
02/24/2	2	536199 P/W 33.3%	Invoice	02/24/2025	03/10/2025	46.82	46.82	200-42-41717		325	1
02/24/2	3	536199 P/W 33.3%	Invoice	02/24/2025	03/10/2025	46.81	46.81	210-42-41717		325	1
02/24/2	4	536199 LIBRARY	Invoice	02/24/2025	03/10/2025	140.45	140.45	100-45-41717		325	1
02/24/2	5	520352 PW 1241 WAR EAGLE	Invoice	02/24/2025	03/10/2025	15.45	15.45	100-50-41717		325	1
02/24/2	6	223166 4297 Glenbrook Shop	Invoice	02/24/2025	03/10/2025	197.92	197.92	210-70-41717		325	1
02/24/2	7	629802, HPD 311 E Cedar	Invoice	02/24/2025	03/10/2025	474.35	474.35	100-25-41717		325	1
02/24/2	8	meter 517964 Woodside Treatment Plant	Invoice	02/24/2025	03/10/2025	251.23	251.23	210-70-41717		325	1
02/24/2	9	meter 223157 4297 Glenbrook A	Invoice	02/24/2025	03/10/2025	223.75	223.75	210-70-41717		325	1
02/24/2	10	meter 634547 4297 Glenbrook Bio-Solids	Invoice	02/24/2025	03/10/2025	20.60	20.60	210-70-41717		325	1
02/24/2	11	meter 475252 WW Treatment Plant	Invoice	02/24/2025	03/10/2025	401.26	401.26	210-70-41717		325	1
02/24/2	12	629797 ST. 1811 merlin lp	Invoice	02/24/2025	03/10/2025	654.59	654.59	100-40-41717		325	1
02/24/2	13	518056 AD 116 S. River St	Invoice	02/24/2025	03/10/2025	229.79	229.79	100-50-41718		325	1
02/24/2	14	meter 475481 HFD 617 S 3rd Ave	Invoice	02/24/2025	03/10/2025	236.94	236.94	100-55-41717		325	1
02/24/2	1	523995 43 Broadford Rd	Invoice	02/24/2025	03/10/2025	83.33	83.33	100-10-41717		325	1
Total 384 INTERMOUNTAIN GAS COMPANY:						3,070.11	3,070.11				
330 JANE'S ARTIFACTS											
064524	1	posterboard	Invoice	02/07/2025	03/10/2025	5.47	5.47	100-45-41215		325	1
Total 330 JANE'S ARTIFACTS:						5.47	5.47				
1065 JOE'S BACKHOE SERVICES INC											
25-388	1	SNOW REMOVAL SERVICES FEB 2025	Invoice	02/22/2025	03/10/2025	22,250.00	22,250.00	100-40-41771		325	1
Total 1065 JOE'S BACKHOE SERVICES INC:						22,250.00	22,250.00				

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
9560 KARL MALONE FORD HAILEY											
117725	1	SERVICE ON 2023 F-150 TK#6039	Invoice	01/23/2025	03/10/2025	117.44	117.44	200-60-41415		325	1
117741	1	SERVICE ON 2024 F-350 TK#6041	Invoice	01/24/2025	03/10/2025	222.15	222.15	200-60-41415		325	1
Total 9560 KARL MALONE FORD HAILEY:						339.59	339.59				
4542 KETCHUM COMPUTERS											
20942	1	Admin: Mo. Updts, internet down maint, Hserver, Lisa	Invoice	02/28/2025	03/10/2025	734.76	734.76	100-15-41313		325	1
20942	2	Admin: Mo. Updts, internet down maint, Hserver, Lisa	Invoice	02/28/2025	03/10/2025	734.76	734.76	200-15-41313		325	1
20942	3	Admin: Mo. Updts, internet down maint, Hserver, Lisa	Invoice	02/28/2025	03/10/2025	734.77	734.77	210-15-41313		325	1
20942	4	CD: Emily PC repl updts/station setup	Invoice	02/28/2025	03/10/2025	700.00	700.00	100-20-41313		325	1
20942	5	P.W.: Lock server access and planning	Invoice	02/28/2025	03/10/2025	83.33	83.33	100-42-41313		325	1
20942	6	P.W.: Lock server access and planning	Invoice	02/28/2025	03/10/2025	83.33	83.33	200-42-41313		325	1
20942	7	P.W.: Lock server access and planning	Invoice	02/28/2025	03/10/2025	83.34	83.34	210-42-41313		325	1
20942	8	WW: SCADA firewall and replace unit/Shane Remote	Invoice	02/28/2025	03/10/2025	300.00	300.00	210-70-41313		325	1
20942	9	HFD: AD user setup, Zoom ring group setup, Kaitlyn	Invoice	02/28/2025	03/10/2025	400.00	400.00	100-55-41313		325	1
20942	10	Library: Kirsten shutdown acct, phone transfer issue	Invoice	02/28/2025	03/10/2025	200.00	200.00	100-45-41313		325	1
20942	11	Parks: Amy RemotePC, TCW mic issues	Invoice	02/28/2025	03/10/2025	250.00	250.00	100-50-41313		325	1
20942	12	HPDL Watchguard maint, Croxford setup, Gateway re	Invoice	02/28/2025	03/10/2025	1,100.00	1,100.00	100-25-41313		325	1
Total 4542 KETCHUM COMPUTERS:						5,404.29	5,404.29				
386 L.L. GREENS											
A76202	1	bATTERIES SHOP LIGHTING	Invoice	02/12/2025	03/10/2025	7.58	7.58	100-40-41405		325	1
A76203	1	SNOW SHOVEL	Invoice	02/12/2025	03/10/2025	48.99	48.99	200-60-41405		325	1
A76203	1	TOOLS FOR WRF WW	Invoice	02/12/2025	03/10/2025	85.95	85.95	210-70-41423		325	1
A76233	1	SPACKLE	Invoice	02/15/2025	03/10/2025	7.49	7.49	100-45-41215		325	1
A76296	1	TOOLS FOR WRF WW	Invoice	02/25/2025	03/10/2025	105.98	105.98	210-70-41423		325	1
A76325	1	TOOLS FOR WRF WW	Invoice	03/03/2025	03/10/2025	14.99	14.99	210-70-41423		325	1
B46309	1	PAcking material	Invoice	02/06/2025	03/10/2025	32.98	32.98	100-45-41215		325	1
B46312	1	credit memo-packing material	Invoice	02/06/2025	03/10/2025	18.99	18.99	100-45-41215		325	1
B46312	1	PAcking straps	Invoice	02/06/2025	03/10/2025	17.98	17.98	100-45-41215		325	1
Total 386 L.L. GREENS:						302.95	302.95				
227 L.N. CURTIS AND SONS											
915247	1	UNIFORM TURNOUTS	Invoice	02/11/2025	03/10/2025	4,053.78	4,053.78	100-55-41711		325	1
INV917	1	BELT POUCHES FOR ALLEN ANAD CROXFORD	Invoice	02/19/2025	03/03/2025	283.10	283.10	100-25-41703		325	1
INV918	1	UNIFORM LONG SLEEVES	Invoice	02/20/2025	03/03/2025	174.22	174.22	100-25-41703		325	1
INV918	1	PATROL BOOTS	Invoice	02/20/2025	03/03/2025	173.00	173.00	100-25-41703		325	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
INV918	1	NAVY BLUE PATROL PANTS	Invoice	02/21/2025	03/03/2025	137.52	137.52	100-25-41703		325	1
INV920	1	PANTS FOR TODD PECK	Invoice	02/26/2025	03/03/2025	95.23	95.23	100-25-41703		325	1
Total 227 L.N. CURTIS AND SONS:						4,916.85	4,916.85				
6571 LANE, ROLAND LANCE											
02/25/2	1	OFFICER PHOTOS FOR HPD 2025	Invoice	02/25/2025	03/03/2025	550.00	550.00	100-25-41319		325	1
Total 6571 LANE, ROLAND LANCE:						550.00	550.00				
6376 LEONARDO PADILLA SACHA											
FEB-20	1	Honorarium Spanish classes	Invoice	03/01/2025	03/10/2025	157.98	157.98	100-45-41549	22.45.0005.1	325	1
FEB-20	2	Honorarium Ingles Classes	Invoice	03/01/2025	03/10/2025	442.02	442.02	100-45-41549	23.45.0006.1	325	1
Total 6376 LEONARDO PADILLA SACHA:						600.00	600.00				
366 LES SCHWAB TIRE CENTER											
117009	1	WHEEL SPIN BALANCE / TIRE	Invoice	02/25/2025	03/03/2025	477.90	477.90	100-25-41415		325	1
Total 366 LES SCHWAB TIRE CENTER:						477.90	477.90				
606 LIBRARY STORE											
729010	1	Book proc supp	Invoice	02/25/2025	03/10/2025	15.24	15.24	100-45-41215		325	1
729010	2	shipping fee	Invoice	02/25/2025	03/10/2025	48.78	48.78	100-45-41213		325	1
Total 606 LIBRARY STORE:						64.02	64.02				
928 MAGIC VALLEY LABS, INC.											
34176	1	INFLUENT AND EFFLUENT SAMPLES WW	Invoice	02/28/2025	03/10/2025	737.00	737.00	210-70-41795		325	1
Total 928 MAGIC VALLEY LABS, INC.:						737.00	737.00				
6634 MAJOR, THOMAS											
25TRA	1	PER-DIEM FOR BACKFLOW TRAINING	Invoice	02/18/2025	03/10/2025	473.00	473.00	200-60-41724		325	1
Total 6634 MAJOR, THOMAS:						473.00	473.00				
1512 MARKY'S SUPERTOW											
39076	1	WINTER TOWING, 2/13	Invoice	02/13/2025	03/10/2025	840.00	840.00	100-40-41771		325	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 1512 MARKY'S SUPERTOW:						840.00	840.00				
50700 MONICA LOVE											
CR RE	1	CR REF: 1830 NORTHRIDGE DR	Invoice	03/04/2025	03/10/2025	150.00	150.00	200-00-20314		325	1
Total 50700 MONICA LOVE:						150.00	150.00				
1200 MOUNTAIN FIRE SPRINKLERS											
4865	1	ANNUAL FIRE SPRINKLER SYS INSP.	Invoice	02/13/2025	03/10/2025	133.33	133.33	100-42-41413		325	1
4865	2	ANNUAL FIRE SPRINKLER SYS INSP.	Invoice	02/13/2025	03/10/2025	133.33	133.33	200-42-41413		325	1
4865	3	ANNUAL FIRE SPRINKLER SYS INSP.	Invoice	02/13/2025	03/10/2025	133.34	133.34	210-42-41413		325	1
Total 1200 MOUNTAIN FIRE SPRINKLERS:						400.00	400.00				
251 NAPA AUTO PARTS											
216298	1	OIL FOR HPD VEHICLE 2 BOX	Invoice	02/28/2025	03/03/2025	175.98	175.98	100-25-41415		325	1
216435	1	FILTERS AND OIL WW	Invoice	03/03/2025	03/10/2025	32.37	32.37	210-70-41719		325	1
Total 251 NAPA AUTO PARTS:						208.35	208.35				
1255 NAPA AUTO PARTS - STREETS #1228											
213763	1	HYD HOSE FITTINGS	Invoice	02/03/2025	03/10/2025	202.91	202.91	100-40-41405		325	1
214695	1	WELDING HELMET	Invoice	02/12/2025	03/10/2025	109.99	109.99	100-40-41423		325	1
214741	1	SOCKET	Invoice	02/12/2025	03/10/2025	18.99	18.99	100-40-41423		325	1
215297	1	WEATHERSHIELD HOSE	Invoice	02/18/2025	03/10/2025	97.17	97.17	100-40-41405		325	1
215349	1	O RINGS	Invoice	02/19/2025	03/10/2025	2.16	2.16	100-40-41405		325	1
215466	1	O RINGS	Invoice	02/20/2025	03/10/2025	6.70	6.70	100-40-41405		325	1
215838	1	SOCKET EXT.	Invoice	02/25/2025	03/10/2025	16.49	16.49	100-40-41405		325	1
215926	1	SOCKET EXT. WRNTY	Invoice	02/25/2025	03/10/2025	16.49	16.49	100-40-41405		325	1
216296	1	SHOP TOWELS BULK, DISP GLOVES	Invoice	02/28/2025	03/10/2025	279.26	279.26	100-40-41405		325	1
Total 1255 NAPA AUTO PARTS - STREETS #1228:						717.18	717.18				
307 NORTH CENTRAL LABORATORIES											
516222	1	QA/QC STANDARD WW	Invoice	02/25/2025	03/10/2025	56.25	56.25	210-70-41795		325	1
Total 307 NORTH CENTRAL LABORATORIES:						56.25	56.25				

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
257 NORTHWEST EQUIPMENT SALES, INC											
194946	1	U BOLT KIT	Invoice	02/06/2025	03/10/2025	96.34	96.34	100-40-41405		325	1
195016	1	RESISTOR, MOTOR 12V	Invoice	02/11/2025	03/10/2025	93.92	93.92	100-40-41405		325	1
XA102	1	FITTING, SENSOR	Invoice	02/27/2025	03/10/2025	34.73	34.73	100-40-41405		325	1
Total 257 NORTHWEST EQUIPMENT SALES, INC:						224.99	224.99				
1259 OPAL ENGINEERING											
1023	1	FOX ACRES PATHWAY	Invoice	03/01/2025	03/03/2025	45.00	45.00	120-40-41549	25.40.0001.1	325	1
1023	2	BULLION ST PROMENADE	Invoice	03/01/2025	03/03/2025	5,100.00	5,100.00	120-50-41549	24.40.0002.1	325	1
Total 1259 OPAL ENGINEERING:						5,145.00	5,145.00				
50298 O'REILLY AUTO PARTS											
4635-4	1	WRF PARTS/TOOLS WW	Invoice	01/09/2025	03/10/2025	9.99	9.99	210-70-41415		325	1
4635-4	1	PART FOR HPD 6 VEHICLE	Invoice	01/13/2025	03/03/2025	50.60	50.60	100-25-41415		325	1
4635-4	1	WRF PARTS/TOOLS WW	Invoice	01/13/2025	03/10/2025	11.97	11.97	210-70-41719		325	1
4635-4	1	OIL FILTER HPD 2	Invoice	01/16/2025	03/03/2025	23.79	23.79	100-25-41415		325	1
4635-4	1	WRF PARTS/TOOLS WW	Invoice	01/21/2025	03/10/2025	115.33	115.33	210-70-41415		325	1
4635-4	1	WRF PARTS/TOOLS WW	Invoice	01/22/2025	03/10/2025	19.74	19.74	210-70-41415		325	1
4635-4	1	WRF PARTS/TOOLS WW	Invoice	01/22/2025	03/10/2025	228.19	228.19	210-70-41421		325	1
4635-4	1	2 BOXES OF GLOVES	Invoice	01/24/2025	03/03/2025	52.63	52.63	100-25-41215		325	1
4635-4	1	MEGACRIMP, HYD HOSE	Invoice	01/28/2025	03/10/2025	110.70	110.70	100-40-41405		325	1
4635-4	1	MEGACRIMP	Invoice	01/28/2025	03/10/2025	49.28	49.28	100-40-41405		325	1
4635-4	1	DIESEL ADDITIVE	Invoice	02/10/2025	03/10/2025	21.58	21.58	200-60-41415		325	1
4635-4	1	fuse and bulb for hpd vehicle	Invoice	02/18/2025	03/03/2025	15.78	15.78	100-25-41415		325	1
Total 50298 O'REILLY AUTO PARTS:						709.58	709.58				
755 O'REILLY AUTO PARTS - STREETS #2883989											
4635-4	1	MOTOR OIL	Invoice	10/23/2024	03/10/2025	26.99	26.99	100-40-41405		325	1
4635-4	1	GATES FLEETR	Invoice	11/14/2024	03/10/2025	129.45	129.45	100-40-41405		325	1
4635-4	1	HYD FITTING, WIRE LOOM	Invoice	12/12/2024	03/10/2025	166.36	166.36	100-40-41405		325	1
4635-4	1	ANTENNA	Invoice	01/16/2025	03/10/2025	42.38	42.38	100-40-41405		325	1
4635-4	1	HYD HOSE, MEGACRIMP	Invoice	01/30/2025	03/10/2025	98.03	98.03	100-40-41405		325	1
4635-4	1	HYD HOSE, MEGACRIMP	Invoice	02/01/2025	03/10/2025	138.89	138.89	100-40-41405		325	1
4635-4	1	DSL TRT	Invoice	02/05/2025	03/10/2025	80.94	80.94	100-40-41719		325	1
4635-4	1	ENGINE OIL	Invoice	02/13/2025	03/10/2025	183.12	183.12	100-40-41405		325	1
4635-4	1	BATTERY #4004, CORE	Invoice	02/13/2025	03/10/2025	292.90	292.90	100-40-41405		325	1
4635-4	1	HEADLIGHT	Invoice	02/15/2025	03/10/2028	399.99	399.99	100-40-41415		325	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
4635-4	1	DIELECTRIC GREASE	Invoice	02/19/2025	03/10/2025	8.54	8.54	100-40-41405		325	1
4635-4	1	BLOWER WHEEL	Invoice	02/26/2025	03/10/2025	31.11	31.11	100-40-41405		325	1
Total 755 O'REILLY AUTO PARTS - STREETS #2883989:						1,598.70	1,598.70				
6217 OVERDRIVE											
03040D	1	Eaudiobook	Invoice	02/04/2025	03/10/2025	47.50	47.50	100-45-41535		325	1
03040D	1	Eaudiobook	Invoice	02/18/2025	03/10/2025	37.50	37.50	100-45-41535		325	1
Total 6217 OVERDRIVE:						85.00	85.00				
130 OXARC											
003227	1	ACETYLENE REGULATOR	Invoice	02/20/2025	03/10/2025	242.68	242.68	100-40-41719		325	1
Total 130 OXARC:						242.68	242.68				
5929 PERSONNEL EVALUATION INC											
53298	1	EVAL ON JOE CARDWELL	Invoice	11/30/2024	03/03/2025	25.00	25.00	100-25-41733		325	1
53414	1	EVALUATIONS FORMS AND TEST	Invoice	11/15/2024	03/03/2025	7.46	7.46	100-25-41733		325	1
53573	1	EVALS ON THOMAS ALLEN /EMMA HAMMOND	Invoice	12/31/2024	03/03/2025	50.00	50.00	100-25-41733		325	1
Total 5929 PERSONNEL EVALUATION INC:						82.46	82.46				
438 PLATT											
8Z8390	1	ELECTRICAL EQUIPMENT FOR WRF WW	Invoice	02/19/2025	03/10/2025	119.10	119.10	210-70-41401		325	1
Total 438 PLATT:						119.10	119.10				
6964 PRECISE MRM LLC											
IN200-	1	JAN. 2025 SUBSCRIPTION	Invoice	02/24/2025	03/10/2025	60.00	60.00	100-40-41771		325	1
Total 6964 PRECISE MRM LLC:						60.00	60.00				
5432 READING TRUCK EQUIPMENT, LLC											
S2-503	1	PLOW GUARDS, EDGE GUARDS	Invoice	02/27/2025	03/10/2025	877.50	877.50	100-40-41771		325	1
Total 5432 READING TRUCK EQUIPMENT, LLC:						877.50	877.50				
5433 RIVERSIDE, INC.											
RI8066	1	pump-jimmys garden	Invoice	01/27/2025	03/10/2025	2,512.72	2,512.72	100-50-41403		325	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 5433 RIVERSIDE, INC.:						2,512.72	2,512.72				
159 ROBERTS ELECTRIC INC.											
13073	1	Facilities Grant-Computer Area	Invoice	02/03/2025	03/10/2025	1,115.66	1,115.66	100-45-41549	24.45.0002.1	325	1
13074	1	Facilities Grant-Computer Area	Invoice	02/04/2025	03/10/2025	297.88	297.88	100-45-41549	24.45.0002.1	325	1
13080	1	Facilities Grant-Computer Area	Invoice	02/10/2025	03/10/2025	532.00	532.00	100-45-41549	24.45.0002.1	325	1
13107	1	Facilities Grant-Computer Area	Invoice	02/18/2025	03/10/2025	350.00	350.00	100-45-41549	24.45.0002.1	325	1
Total 159 ROBERTS ELECTRIC INC.:						2,295.54	2,295.54				
4635 ROPES END PROPERTY SERVICES LLC											
15828	1	RODENT CONTROL	Invoice	02/20/2025	03/10/2025	95.00	95.00	100-55-41413		325	1
Total 4635 ROPES END PROPERTY SERVICES LLC:						95.00	95.00				
5129 RUSH TRUCK CENTERS OF ID INC											
304073	1	ANTIFREEZE	Invoice	02/27/2025	03/10/2025	19.98	19.98	100-40-41405		325	1
Total 5129 RUSH TRUCK CENTERS OF ID INC:						19.98	19.98				
8778 SALTWORX LLC											
623509	1	HIGH PERFORMANCE ROAD SALT	Invoice	02/14/2025	03/10/2025	2,717.76	2,717.76	100-40-41771		325	1
Total 8778 SALTWORX LLC:						2,717.76	2,717.76				
6502 SAUERBREY, SAGE M											
P&Z ST	1	PZ Meeting 3-3-25	Invoice	03/03/2025	03/10/2025	100.00	100.00	100-10-41313		325	1
P&Z ST	2	1 PZ Stipend	Invoice	03/03/2025	03/10/2025	50.00	50.00	200-10-41313		325	1
P&Z ST	3	2 PZ Stipend	Invoice	03/03/2025	03/10/2025	50.00	50.00	210-10-41313		325	1
Total 6502 SAUERBREY, SAGE M:						200.00	200.00				
2124 SAWTOOTH PAINT & AIRLESS, INC.											
5LEYQ	1	Facilities Grant - paint supp	Invoice	02/27/2025	03/10/2025	84.97	84.97	100-45-41549	24.45.0002.1	325	1
KBQ5R	1	Facilities Grant - paint supp	Invoice	02/26/2025	03/10/2025	11.98	11.98	100-45-41549	24.45.0002.1	325	1
Total 2124 SAWTOOTH PAINT & AIRLESS, INC.:						96.95	96.95				

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
50357 SCHAEFFER MFG CO											
MU544	1	HYD OIL, SYNTH PLUS GREASE	Invoice	02/04/2025	03/10/2025	2,019.40	2,019.40	100-40-41719		325	1
Total 50357 SCHAEFFER MFG CO:						2,019.40	2,019.40				
6639 SERVIN PROPERTY SERVICES											
1031	1	Library cleaning Feb 2025	Invoice	03/03/2025	03/03/2025	2,592.00	2,592.00	100-45-41413		325	1
Total 6639 SERVIN PROPERTY SERVICES:						2,592.00	2,592.00				
4910 SHRED-IT USA											
800996	1	document shredding contract inv. 8009961691	Invoice	02/25/2025	03/10/2025	97.19	97.19	100-15-41325		325	1
800996	2	document shredding contract inv. 8009961691	Invoice	02/25/2025	03/10/2025	97.19	97.19	200-15-41325		325	1
800996	3	document shredding contract inv. 8009961691	Invoice	02/25/2025	03/10/2025	97.18	97.18	210-15-41325		325	1
Total 4910 SHRED-IT USA:						291.56	291.56				
5494 SILVER CREEK SUPPLY											
001932	1	MAG TRUCK PARTS	Invoice	02/11/2025	03/10/2025	83.32	83.32	100-40-41405		325	1
Total 5494 SILVER CREEK SUPPLY:						83.32	83.32				
7002 SMITH, DAN											
P&Z ST	1	P&Z Stipend 3-3-25	Invoice	03/03/2025	03/10/2025	100.00	100.00	100-10-41313		325	1
P&Z ST	2	1 P&Z Stipend	Invoice	03/03/2025	03/10/2025	50.00	50.00	200-10-41313		325	1
P&Z ST	3	2 P&Z Stipend	Invoice	03/03/2025	03/10/2025	50.00	50.00	210-10-41313		325	1
Total 7002 SMITH, DAN:						200.00	200.00				
6630 SMITH, MICHAEL											
P&Z ST	1	PZ Meeting 3-3-25	Invoice	03/03/2025	03/10/2025	100.00	100.00	100-10-41313		325	1
P&Z ST	2	1 PZ Stipend	Invoice	03/03/2025	03/10/2025	50.00	50.00	200-10-41313		325	1
P&Z ST	3	2 PZ Stipend	Invoice	03/03/2025	03/10/2025	50.00	50.00	210-10-41313		325	1
Total 6630 SMITH, MICHAEL:						200.00	200.00				
2786 SNAKE RIVER HYDRAULICS											
INV446	1	SMALL KODIAK BLOWER #4047-3	Invoice	02/18/2025	03/10/2025	1,485.25	1,485.25	100-40-41405		325	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 2786 SNAKE RIVER HYDRAULICS:						1,485.25	1,485.25				
1212 SPRONK WATER ENGINEERS INC											
387.03	1	BIG WR GW MGMT AREA TECH	Invoice	02/18/2025	03/10/2025	439.38	439.38	200-60-41313		325	1
Total 1212 SPRONK WATER ENGINEERS INC:						439.38	439.38				
1506 STANDARD PLUMBING SUPPLY											
YCT51	1	BRASS PARTS FOR FROZEN WATER	Invoice	02/17/2025	03/10/2025	33.10	33.10	200-60-41403		325	1
YCVZ4	1	BRASS PARTS FOR FROZEN WATER	Invoice	02/18/2025	03/10/2025	16.00	16.00	200-60-41403		325	1
Total 1506 STANDARD PLUMBING SUPPLY:						49.10	49.10				
725 STATE INSURANCE FUND											
296384	1	AUDIT PREMIUM ADJUSTMENT	Invoice	02/24/2025	03/10/2025	14,218.00	14,218.00	100-00-20310		325	1
Total 725 STATE INSURANCE FUND:						14,218.00	14,218.00				
8559 SUN VALLEY AIR SERVICES BOARD											
JANUA	1	LOT FOR AIR 0.5% January 2025	Invoice	03/04/2025	03/10/2025	9,118.77	9,118.77	100-10-41707		325	1
Total 8559 SUN VALLEY AIR SERVICES BOARD:						9,118.77	9,118.77				
50520 THE HOUSING COMPANY											
107	1	Housing Stipend Evaluation: Bain	Invoice	02/20/2025	03/10/2025	133.33	133.33	100-10-41547		325	1
107	2	Housing Stipend Evaluation: Bain	Invoice	02/20/2025	03/10/2025	133.33	133.33	200-10-41547		325	1
107	3	Housing Stipend Evaluation: Bain	Invoice	02/20/2025	03/10/2025	133.34	133.34	210-10-41547		325	1
Total 50520 THE HOUSING COMPANY:						400.00	400.00				
1613 TND ARCHITECTS PPLC											
1793	1	Facilities Grant-Bldg permit	Invoice	03/03/2025	03/10/2025	2,259.73	2,259.73	100-45-41549	24.45.0002.1	325	1
Total 1613 TND ARCHITECTS PPLC:						2,259.73	2,259.73				
2817 UNITED OIL											
067417	1	BULK FUEL WW	Invoice	02/12/2025	03/10/2025	2,186.18	2,186.18	210-70-41719		325	1
CL7933	1	PUMPED FUEL WW	Invoice	02/15/2025	03/10/2025	74.31	74.31	210-70-41719		325	1
CL7933	1	PUMPED VEHICLE FUEL W.	Invoice	02/15/2025	03/10/2025	677.87	677.87	200-60-41719		325	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
CL7933	1	HFD FUEL	Invoice	02/15/2025	03/10/2025	298.37	298.37	100-55-41719		325	1
CL7933	1	PARKS FUEL CHARGES	Invoice	02/15/2025	03/10/2025	48.36	48.36	100-50-41719		325	1
CL7933	1	FUEL CHARGES STS	Invoice	02/15/2025	03/10/2025	10,171.35	10,171.35	100-40-41719		325	1
CL7933	1	HPD FUEL	Invoice	02/15/2025	03/03/2025	1,693.61	1,693.61	100-25-41719		325	1
Total 2817 UNITED OIL:						15,150.05	15,150.05				
1216 UPPER CASE PRINTING, INK											
2754	1	Utility Bills & #10 Window Envelopes	Invoice	02/18/2025	03/10/2025	610.10	610.10	100-15-41323		325	1
2754	2	Utility Bills & #10 Window Envelopes	Invoice	02/18/2025	03/10/2025	610.10	610.10	200-15-41323		325	1
2754	3	Utility Bills & #10 Window Envelopes	Invoice	02/18/2025	03/10/2025	610.10	610.10	210-15-41323		325	1
Total 1216 UPPER CASE PRINTING, INK:						1,830.30	1,830.30				
22444 USA BLUE BOOK											
INV006	1	SCBA FOR CL2	Invoice	02/17/2025	03/10/2025	2,373.95	2,373.95	220-65-41401		325	1
Total 22444 USA BLUE BOOK:						2,373.95	2,373.95				
2020 VALLEY WIDE COOPERATIVE											
086327	1	WASTE OIL HOSE CONNECTOR	Invoice	02/19/2025	03/10/2025	7.99	7.99	100-40-41405		325	1
86473/	1	GLOVES, DISP., PVC 14INCH	Invoice	02/25/2025	03/10/2025	57.91	57.91	100-40-41405		325	1
Total 2020 VALLEY WIDE COOPERATIVE:						65.90	65.90				
762 VERIZON WIRELESS											
610543	1	MONTHLY CELL PHONE BILL STREETS	Invoice	02/07/2025	03/10/2025	179.28	179.28	100-40-41713		325	1
610543	2	MONTHLY CELL PHONE BILL WATER	Invoice	02/07/2025	03/10/2025	135.26	135.26	200-60-41713		325	1
610543	3	MONTHLY CELL PHONE BILL WASTEWATER	Invoice	02/07/2025	03/10/2025	249.01	249.01	210-70-41713		325	1
610543	4	MONTHLY CELL PHONE BILL Parks	Invoice	02/07/2025	03/10/2025	64.65	64.65	100-50-41713		325	1
Total 762 VERIZON WIRELESS:						628.20	628.20				
4004 WAXIE SANITARY SUPPLY											
828091	1	library restroom soap	Invoice	10/21/2024	01/27/2025	119.12	119.12	100-45-41215		125	1
828091	1	Ref-restroom soap	Invoice	01/16/2025	01/27/2025	119.12-	119.12-	100-45-41215		125	1
Total 4004 WAXIE SANITARY SUPPLY:						.00	.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
6628 WESTERN STATES AUTOMATION, LLC											
19726	1	ELECTRA LS WW	Invoice	02/25/2025	03/10/2025	1,366.61	1,366.61	210-70-41401		325	1
Total 6628 WESTERN STATES AUTOMATION, LLC:						1,366.61	1,366.61				
368 WESTERN STATES CAT											
IN0030	1	FUEL FILTERS,	Invoice	02/12/2025	03/10/2025	193.86	193.86	100-40-41405		325	1
IN0030	1	HARNES #4040	Invoice	02/15/2025	03/10/2025	552.15	552.15	100-40-41405		325	1
IN0030	1	FIELD SERVICE RIVER LIFTSTATION WW	Invoice	02/14/2025	03/10/2025	630.00	630.00	210-70-41401		325	1
IN0030	1	RIVER PLANT RADIATOR REPLACEMENT WW	Invoice	02/14/2025	03/10/2025	3,567.94	3,567.94	210-70-41401		325	1
IN0031	1	LOADER CAPS	Invoice	02/26/2025	03/10/2025	261.80	261.80	100-40-41405		325	1
IN0031	1	TROUBLESHOOT CAT 938M AUX HYD SYS	Invoice	02/28/2025	03/10/2025	615.00	615.00	100-40-41405		325	1
Total 368 WESTERN STATES CAT:						5,820.75	5,820.75				
5437 WORTH PRINTING LLC											
6708	1	43 broadford site prints	Invoice	02/04/2025	03/10/2025	29.50	29.50	001-00-10100	25.10.0002.1	325	1
6812	1	BUSINESS CARDS- BAIN	Invoice	02/13/2025	03/10/2025	24.00	24.00	100-50-41215		325	1
Total 5437 WORTH PRINTING LLC:						53.50	53.50				
Total :						532,396.63	532,396.63				
Grand Totals:						532,396.63	532,396.63				

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
001-00-10100	29.50	.00	29.50
100-00-20310	14,218.00	.00	14,218.00
100-00-20325	5,062.40	.00	5,062.40
100-00-20515	168,000.00	.00	168,000.00
100-10-41313	400.00	.00	400.00
100-10-41547	273.33	.00	273.33
100-10-41707	9,118.77	.00	9,118.77
100-10-41717	380.73	.00	380.73

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-15-41126	88.43	.00	88.43
100-15-41215	65.28	.00	65.28
100-15-41313	734.76	.00	734.76
100-15-41323	623.50	.00	623.50
100-15-41325	97.19	.00	97.19
100-15-41515	8,638.75	.00	8,638.75
100-15-41713	3,652.45	.00	3,652.45
100-20-41126	530.56	.00	530.56
100-20-41211	36.70	.00	36.70
100-20-41313	1,209.00	.00	1,209.00
100-20-41323	124.00	.00	124.00
100-20-41709	200.00	.00	200.00
100-20-41713	121.44	.00	121.44
100-25-41126	2,135.56	.00	2,135.56
100-25-41211	19.99	.00	19.99
100-25-41213	19.15	.00	19.15
100-25-41215	1,157.87	.00	1,157.87
100-25-41313	1,100.00	.00	1,100.00
100-25-41319	550.00	.00	550.00
100-25-41325	740.63	.00	740.63
100-25-41411	105.56	.00	105.56
100-25-41415	744.05	.00	744.05
100-25-41703	863.07	.00	863.07
100-25-41713	227.51	.00	227.51
100-25-41717	591.46	.00	591.46
100-25-41719	1,693.61	.00	1,693.61
100-25-41733	82.46	.00	82.46
100-40-41126	1,172.92	.00	1,172.92
100-40-41215	217.53	.00	217.53
100-40-41313	1,302.52	.00	1,302.52
100-40-41405	7,206.21	16.49-	7,189.72
100-40-41415	399.99	.00	399.99
100-40-41423	395.96	.00	395.96
100-40-41533	4,407.65	.00	4,407.65
100-40-41713	269.69	.00	269.69
100-40-41715	71.76	.00	71.76
100-40-41717	2,746.19	.00	2,746.19
100-40-41719	12,514.37	.00	12,514.37

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-40-41771	38,534.01	.00	38,534.01
100-42-41126	44.21	.00	44.21
100-42-41215	6.59	.00	6.59
100-42-41313	83.33	.00	83.33
100-42-41413	662.23	.00	662.23
100-42-41713	95.35	.00	95.35
100-42-41717	677.28	.00	677.28
100-42-41724	31.73	.00	31.73
100-45-41126	520.14	.00	520.14
100-45-41213	48.78	.00	48.78
100-45-41215	650.05	151.10-	498.95
100-45-41313	400.00	.00	400.00
100-45-41319	204.60	.00	204.60
100-45-41323	352.12	.00	352.12
100-45-41325	2,682.00	.00	2,682.00
100-45-41326	70.72	.00	70.72
100-45-41413	3,023.08	.00	3,023.08
100-45-41535	1,653.83	11.75-	1,642.08
100-45-41549	10,489.13	3,999.94-	6,489.19
100-45-41717	682.04	.00	682.04
100-50-41215	24.00	.00	24.00
100-50-41313	250.00	.00	250.00
100-50-41325	353.72	.00	353.72
100-50-41403	2,717.82	.00	2,717.82
100-50-41405	20.99	38.30-	17.31-
100-50-41617	48.00	.00	48.00
100-50-41713	64.65	.00	64.65
100-50-41717	1,290.39	.00	1,290.39
100-50-41718	450.30	.00	450.30
100-50-41719	48.36	.00	48.36
100-55-41215	179.34	.00	179.34
100-55-41313	400.00	.00	400.00
100-55-41413	95.00	.00	95.00
100-55-41533	4,407.65	.00	4,407.65
100-55-41711	4,053.78	.00	4,053.78
100-55-41713	97.00	.00	97.00
100-55-41717	756.99	.00	756.99
100-55-41719	298.37	.00	298.37

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-55-41724	361.50	.00	361.50
100-55-41741	519.75	.00	519.75
120-00-32250	2,053.73	.00	2,053.73
120-10-41549	5,405.00	.00	5,405.00
120-40-41539	.00	142.02-	142.02-
120-40-41549	2,845.00	.00	2,845.00
120-50-41539	237.00	.00	237.00
120-50-41549	70,078.09	.00	70,078.09
200-00-20314	150.00	.00	150.00
200-10-41313	200.00	.00	200.00
200-10-41547	203.33	.00	203.33
200-15-41126	88.43	.00	88.43
200-15-41215	65.28	.00	65.28
200-15-41313	734.76	.00	734.76
200-15-41323	623.50	.00	623.50
200-15-41325	97.19	.00	97.19
200-15-41515	8,638.75	.00	8,638.75
200-15-41713	3,652.45	.00	3,652.45
200-42-41126	44.21	.00	44.21
200-42-41215	6.59	.00	6.59
200-42-41313	83.33	.00	83.33
200-42-41413	662.24	.00	662.24
200-42-41713	95.37	.00	95.37
200-42-41717	677.28	.00	677.28
200-42-41724	31.73	.00	31.73
200-60-41126	392.71	.00	392.71
200-60-41215	64.68	.00	64.68
200-60-41311	2,747.00	.00	2,747.00
200-60-41313	17,517.88	.00	17,517.88
200-60-41403	158.56	8.59-	149.97
200-60-41405	509.53	.00	509.53
200-60-41415	361.17	.00	361.17
200-60-41533	4,407.65	.00	4,407.65
200-60-41547	4,635.00	.00	4,635.00
200-60-41703	26.98	.00	26.98
200-60-41713	1,110.63	.00	1,110.63
200-60-41717	110.00	.00	110.00
200-60-41719	677.87	.00	677.87

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
200-60-41723	725.00	.00	725.00
200-60-41724	473.00	.00	473.00
210-10-41313	200.00	.00	200.00
210-10-41547	203.34	.00	203.34
210-15-41126	88.42	.00	88.42
210-15-41215	65.28	.00	65.28
210-15-41313	734.77	.00	734.77
210-15-41323	623.49	.00	623.49
210-15-41325	97.18	.00	97.18
210-15-41515	8,638.74	.00	8,638.74
210-15-41713	3,652.44	.00	3,652.44
210-42-41126	44.22	.00	44.22
210-42-41215	6.59	.00	6.59
210-42-41313	83.34	.00	83.34
210-42-41413	662.25	.00	662.25
210-42-41713	95.35	.00	95.35
210-42-41717	677.28	.00	677.28
210-42-41724	31.74	.00	31.74
210-70-41126	265.28	.00	265.28
210-70-41215	43.12	.00	43.12
210-70-41313	600.00	.00	600.00
210-70-41401	17,077.24	.00	17,077.24
210-70-41411	179.41	.00	179.41
210-70-41413	495.28	.00	495.28
210-70-41415	145.06	.00	145.06
210-70-41421	228.19	.00	228.19
210-70-41423	435.95	.00	435.95
210-70-41533	6,455.10	.00	6,455.10
210-70-41703	416.42	.00	416.42
210-70-41711	55.00	.00	55.00
210-70-41713	412.14	.00	412.14
210-70-41717	16,051.65	.00	16,051.65
210-70-41719	2,304.83	.00	2,304.83
210-70-41723	300.00	.00	300.00
210-70-41795	793.25	.00	793.25
220-65-41401	2,373.95	.00	2,373.95
235-78-41549	9,948.27	.00	9,948.27

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
Grand Totals:	536,764.82	4,368.19-	532,396.63

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
01/25	119.12	261.14-	142.02-
02/25	20.99	38.30-	17.31-
03/25	536,624.71	4,068.75-	532,555.96
Grand Totals:	536,764.82	4,368.19-	532,396.63

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 03/10/2025 **DEPARTMENT:** Administration **DEPT. HEAD SIGNATURE:** LH

SUBJECT: Motion to accept the audited FY2024 Annual Financial Statements for City of Hailey

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Auditor Dennis Brown and/or Brady Workman will present the FY 2024 Financial Statements, making themselves available for questions. Following the presentation, the City Council should make a motion to accept the financial statements as presented (or request amendments).

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS

The financial statements show growth in net position, assets, and cash reserves within the City of Hailey. The auditors are again delivering financial statements free of any material deficiency. The work of our Treasurer remains thorough, and the Management Analyses written by the City Administrator and Treasurer help to understand the financial statements and set the tone for the future. This management report highlights the general fiscal health of the City and outlines key financial decisions initiated by City leadership.

FINANCIAL HIGHLIGHTS

- The total assets of the City of Hailey exceeded its liabilities on September 30, 2024, by \$ 51,834,838. This is a 7.79% increase in assets over the fiscal year ending September 30, 2023. Of this amount, \$ 23,272,729 is unrestricted and available to meet the City’s on-going obligations and programs.
 - During fiscal year 2024 the City’s total net position increased \$ 3,748,102, which is an increase of 7.8% over the prior year. Net position of the governmental activities increased \$ 1,442,914 and net position of business type activities increased \$2,305,188. Over the last five years, the City’s net position has remained healthy, representing a growth of 72% over the last five (5) years.
 - The total fund balance of governmental funds on September 30, 2024, was \$ 8,337,792 compared to a total governmental fund balance on September 30, 2023, of \$ 8,743,272. This decrease was a result of successful completion of a variety of capital projects.
 - Based on healthy fund balances, the city has invested \$5,000,000 into US Government Bonds at a higher rate of return than the LGIP as per the City’s adopted investment policy.
 - The City experienced robust interest earnings during fiscal year 2024, taking advantage of nationally high interest rates. Interest earnings for the year equaled \$1,438,621 across all funds.
 - The City has \$ 15,049,054 in debt, including remaining debt on the water storage facility and sewer revenue bond (bio-solids facility upgrade). Increases in liabilities over FY2023 are primarily from a new Wastewater Bond passed by the Hailey voters in May of 2023, which was funded in November 2023. Engineering costs have been expended as of the end of FY24.
-

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____

Estimated Hours Spent to Date: _____

Staff Contact: Robyn Davis

Caselle # _____

YTD Line-Item Balance \$ _____

Estimated Completion Date: _____

Phone # 788-9815 #2015

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to accept the audited FY2024 Annual Financial Statements for City of Hailey

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 # _____

CITY OF HAILEY, IDAHO

Financial Statements

Year Ended September 30, 2024

CITY OF HAILEY, IDAHO
Financial Statements
For the year ended September 30, 2024

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INDEPENDENT AUDITOR'S REPORT

January 21, 2025

To the City Council
City of Hailey, Idaho
Hailey, Idaho

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Hailey, Idaho, as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City of Hailey, Idaho's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Hailey, Idaho, as of September 30, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Hailey, Idaho, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Hailey, Idaho's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibility

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

Report Continued—

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Hailey, Idaho's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Hailey, Idaho's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planning scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and post-employment information on pages 3–9 and 35–38 and 39 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Hailey, Idaho's basic financial statements. The long-term debt payment schedules on pages 40-42 are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The long-term debt payment schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 21, 2025, on our consideration of the City of Hailey, Idaho's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Workman & Company

Certified Public Accountants
Twin Falls, Idaho

MANAGEMENT'S DISCUSSION AND ANALYSIS September 30, 2024

This section of the City of Hailey's annual financial report presents management's discussion and analysis of the City's financial performance during the year ended September 30, 2024. Please use this information in conjunction with the information furnished in the City's financial statements.

This management report highlights the general fiscal health of the City and outlines key financial decisions initiated by City leadership.

FINANCIAL HIGHLIGHTS

The total assets of the City of Hailey exceeded its liabilities on September 30, 2024, by \$52,399,156. This is a 8.23% increase in assets over the fiscal year ending September 30, 2023. Of this amount, \$23,837,047 is unrestricted and available to meet the City's on-going obligations and programs.

During fiscal year 2024 the City's total net position increased \$ 4,312,420, which is an increase of 8.7% over the prior year. Net position of the governmental activities increased \$ 2,007,232 and net position of business type activities increased \$2,305,188. Over the last five (5) years, the City's net position has remained healthy, representing a growth of 72% over the last five (5) years.

The total fund balance of governmental funds on September 30, 2024, was \$8,902,110 compared to a total governmental fund balance on September 30, 2023, of \$8,743,272. This increase was a result of successful completion of a variety of capital projects.

Based on healthy fund balances, the City has invested \$5,000,000 into US Government Bonds at a higher rate of return than the LGIP as per the City's adopted investment policy.

The City experienced robust interest earnings during fiscal year 2024, taking advantage of nationally high interest rates. Interest earnings for the year equaled \$1,438,621 across all funds.

The City has \$ 15,049,054 in debt, including remaining debt on the water storage facility and sewer revenue bond (bio-solids facility upgrade). Increases in liabilities over fiscal year 2023 are primarily from a new Wastewater Bond passed by the Hailey voters in May 2023, which was funded in November 2023. Engineering costs have been expended as of the end of fiscal year 24.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of five (5) parts – management discussion and analysis, the government-wide financial statements, fund financial statements, notes to the financial statements, and required supplementary information.

Government-Wide Financial Statements

These statements report information about all of the operations of the City using accounting methods similar to those used by private sector businesses. These reports help inform city leaders and citizenry as to whether the City is "better or worse off" as a result of the previous year's activities. The information in the government-wide financial statements helps to answer that question, as it captures all of the City's assets and liabilities using accepted accounting methods. The table on page 5 in particular captures these assets and liabilities as compared to last fiscal year.

The government-wide financial statements are divided into two (2) categories:

The Statement of Net Position presents all of the City's assets and liabilities with the difference between the two (2) reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating. In other words, it will help show the solvency of the City.

Management's Discussion and Analysis, Continued

The Statement of Activities presents information showing how the government's assets changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. This accrual basis of accounting requires that revenues be reported when they are earned, and expenses are reported as soon as liabilities are incurred. Items such as uncollected taxes, unpaid vendor invoices for items received in the previous year and earned but unused paid time off will be included in the statement of activities as revenues and expenses, even though the cash associated with these items will not yet be received or distributed.

These two (2) government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (government activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). Examples of the government type activities of the City of Hailey include general governmental, administrative and community development services, public safety and emergency services, and street maintenance, parks, and library operations. The business-type activities of the City include the water and wastewater systems.

Fund Financial Statements

The Fund financial statements provide information about the City's major *funds*, not the City as a whole. The City uses fund accounting to separate specific sources of funds and corresponding expenditures. Funds may be required by law or may be established by the City Council to segregate funds for specific activities or objectives. The City of Hailey has the following funds:

Governmental Funds: These funds encompass the City's basic governmental, administrative and community development services, public safety and emergency services, and street maintenance, parks, and library operations. These are essentially the same functions reported as governmental activities in government-wide financial statements. Governmental fund financial statements focus on short-term inflows and outflows of resources. Information provided by these statements provides a short-term view of what resources will be available to meet needs.

The City of Hailey has four (4) governmental funds:

General Fund – The General Operating Fund of the City derives most of its income from property tax, state taxes, local option taxes, franchises, and fees for services. Its function is operations and maintenance. Most of the fund balance from the General Fund is shown in the financial statements as unassigned resources.

Debt Service Fund – The Debt Service Fund is used to account for financial resources derived from the tax levied to pay off general obligation bond debt. Fund balance from the Debt Service Fund is shown in the financial statements as committed resources. Residual funds from the GO Bond (Hailey Rodeo Park) and the Temporary Levy Override (Pathways for People) continue to earn interest. The tax receipts are almost fully collected, except for some late balances.

Capital Improvement Fund – The Capital Improvement Fund is used to account for financial resources to be used for the planning, acquisition and development of major capital facilities, equipment, and assets. It is shown in the financial statements as assigned resources, created in 2009 by the Hailey City Council, with the intent that it is not used for operation and maintenance. After property and facilities are acquired or constructed using resources from the Capital Fund, the new capital assets then become depreciable assets in their respective General or Proprietary Funds, where operation and maintenance of these assets occur.

Grant Fund – In 2010, the Hailey City Council established a Grant Fund, developed for the purpose of transparency and accountability in tracking City-wide grant programs, including grant revenues, in-kind and cash matches from appropriate City funds, and total grant expenditures. The Grant Fund is used specifically for large, complex grants which may span multiple fiscal years. This fund is combined in the General Fund.

Proprietary Fund: User fees finance activities in the proprietary fund. The City of Hailey only has one type of propriety fund, the enterprise fund. The water and wastewater utilities and all the activities necessary to support their operation, including system component development, improvement, or replacement, are accounted for in this fund. Accounting for this fund is the same as a private business on a full accrual basis.

Notes to the Financial Statements

The notes provide additional information that is necessary to fully understand the data presented in the government-wide and fund financial statements.

Management's Discussion and Analysis, Continued

Required Supplementary Information

This section has information that further explains and supports the information in the financial statements by including a comparison of the City's financial data from the current and prior years.

A comparison of the City of Hailey Idaho's Assets, Liabilities and Net Position				
	FY 2024			FY 2023
	Governmental Activities	Business- type Activities	Total Primary Government	Total Primary Government
ASSETS				
Current and Other Assets	\$ 11,497,579	\$ 21,587,815	\$ 33,085,394	\$ 25,025,750
Capital Assets - Net	22,066,347	14,744,367	36,810,714	34,159,046
Total Assets	33,563,926	36,332,182	69,896,108	59,184,796
Deferred Outflows of Resources	506,603	204,764	711,367	1,411,129
LIABILITIES				
Current Liabilities	2,595,469	622,190	3,217,659	2,763,082
Long Term Liabilities	2,795,859	12,129,857	14,925,716	9,746,107
Total Liabilities	5,391,328	12,752,047	18,143,375	12,509,189
Deferred Inflows of Resources	46,250	18,694	64,944	0
NET POSITION				
Invested in Capital Assets, Net of Debt	22,066,347	3,253,083	25,319,430	28,162,101
Restricted	2,110,802	1,131,877	3,242,679	4,765,338
Unrestricted	4,455,802	19,381,245	23,837,047	15,159,297
Total Net Position	\$ 28,632,951	\$ 23,766,205	\$ 52,399,156	\$ 48,086,736

Net Position

Net position measures the difference between what the City owns (assets) versus what the City owes (liabilities). The total assets of the City of Hailey exceeded its liabilities on September 30, 2024, by \$53,399,156, an increase of \$4,312,420 over the previous year's net position balance of \$48,086,736. This means that the City was able to capably cover its year's overall costs. Of this amount \$23,837,047 is unrestricted and available to meet the City's on-going obligations to citizens and creditors. The unrestricted net position equals 44.89% of total net position. The unrestricted net position is slightly higher than FY23 because of ongoing projects in the business activities of the City.

The largest portion of the City's net position, \$25,319,430 or 48.32%, is invested in capital assets net of related debt. Capital assets include land, building, equipment and machinery, and infrastructure, and are used to provide services to the citizens and are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Management's Discussion and Analysis, Continued

A comparison of the City of Hailey Idaho's Statement of Activities				
	FY 2024			FY 2023
	Governmental Activities	Business- type Activities	Total Primary Government	Total Primary Government
Revenue:				
Program revenues				
Charges for services	\$ 972,244	\$ 6,698,123	\$ 7,670,367	\$ 6,505,444
Capital grants /contributions	155,088		155,088	335,216
Total program revenues	1,127,332	6,698,123	7,825,455	6,840,660
General revenues				
Taxes	4,207,736		4,207,736	4,053,142
Franchise, licenses, permits	1,567,200		1,567,200	1,290,570
State shared revenues	2,261,214		2,261,214	1,997,712
Interest	538,902	899,719	1,438,621	903,468
Gain (Loss) on sale of assets		10,831	10,831	0
Other revenues (Losses)	1,230,623	(25,086)	1,205,537	(249,113)
Total general revenues	9,805,675	885,464	10,691,139	7,995,779
Total revenues	10,933,007	7,583,587	18,516,594	14,834,741
Program expenses:				
General government	1,375,945		1,375,945	1,504,696
Public safety	3,002,997		3,002,997	2,696,293
Streets	2,194,580		2,194,580	2,193,550
Parks and recreation	853,236		853,236	647,202
Library	878,704		878,704	834,973
Unallocated Depreciation	620,313		620,313	699,931
Wastewater		2,525,462	2,525,462	2,131,179
Water		2,299,981	2,299,981	2,274,414
Interest, long-term debt		452,956	452,956	242,286
Total program expenses	8,925,775	5,278,399	14,204,174	13,224,524
Change in net position	2,007,232	2,305,188	4,312,420	1,610,217
Beginning net position	26,625,719	21,461,017	48,086,736	46,476,519
Ending net position	\$ 28,632,951	\$ 23,766,205	\$ 52,399,156	\$ 48,086,736

Changes in Net Position

During the year, the City's financial position increased by \$ 4,312,420, compared to the previous year ending September 30, 2023, during which the City's financial position increased by \$ 1,610,217.

Governmental Activities:

Governmental activities increased the City's net position by \$ 2,007,232, compared to the previous year's increase of \$ 894,606. This increase is primarily due to the cost of program revenues decreasing while general revenues increased, particularly state-shared revenues. Post-COVID costs and inflation have increased throughout all aspects of business-type activities as well as governmental activities.

Business-Type Activities:

Business-type activities increased net position by \$ 2,305,188, compared to the previous year's increase of \$ 715,611. This increase is due largely to increased operational revenue and interest income.

Management's Discussion and Analysis, Continued

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

Governmental Funds

General Fund - The general fund balance on September 30, 2024, was \$8,216,222, compared to \$8,567,684 the previous year. Costs have increased across the board as post-Covid inflation and rising fuel costs. In addition, payroll increases have resulted in this slight decrease in the general fund balance.

Capital Improvement Fund - The capital fund was established in fiscal year 2009 with a transfer of annexation fees which had previously been accounted for in general, water, and wastewater operating funds. Development impact fees are collected within the capital fund. The total fund balance, which includes In-lieu, residual Pathways for People, Public Arts and 0.5% for Housing on September 30, 2024, increased by \$503,877 to \$ 589,752.

Debt Service Fund - The debt service fund was established in 2010 to account for the bond proceeds of the Wertheimer Park facilities. These bonds are a general obligation to be paid from the general funds of the City over a ten-year period. These bonds were paid in full in previous fiscal years. The fund continues to receive delinquent property taxes that will be used for maintaining or improving the park facilities.

Grant Fund - The grant fund was created to track large or multi-year grants, including revenues, in-kind and cash matches from appropriate City funds, and total grant expenditures. Within the fund, each grant project is tracked separately. At fiscal year-end these captured project amounts are transferred out to the government fund or enterprise fund in which the grant activity or depreciable asset should reside. FY24 hosted no large, multi-year reimbursement grants. Small single-year grants, such as those earned by the Library, are handled completely within the General Fund, not the Grant Fund.

General Fund Budgetary Highlights

The City's General operating fund balance decrease of \$351,462 resulted from expenditures being less than budget within most of the general fund departments, but \$1,000,000 was transferred to the Capital Improvement Fund for City developments.

In fiscal year 2023, the City implemented a citywide fee schedule, with modest fee increases across most fees, tracking with inflation. This fee schedule will be re-evaluated annually as part of the municipal budget process.

Capital Improvement Fund Budgetary Highlights

The City of Hailey capital improvement plan focuses on one-, five- and ten-year planning horizons. The capital budget is planned to be spent over multiple years. Revenues come largely from development fees. When revenue received in the year is planned for a future year expense, the Capital Fund Balance may increase, as most of the capital fund projects are paid from fund balance. In 2022, the City returned to a pre-recession budgeting practice of identifying a dedicated Rolling Stock Replacement and System Maintenance Plan, with these expenditures earmarked in City department operations budgets instead of within the City capital budget.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

At the end of fiscal year 2024 the City had \$36,810,714 invested in capital assets (net of accumulated depreciation) compared to last year's \$34,159,046, an increase of \$2,651,668 compared to the previous year's increase of \$2,047,581. Net capital assets of governmental activities increased by \$2,895,289 as compared to \$1,444,629 in fiscal year 2024. This can be attributed to the completion of works-in-progress, and the ability to take advantage of local contractors for smaller-scale projects. Business-type activities increased by \$369,752 in the current period. The City investment in capital assets includes land, facilities, park improvements, automobiles and equipment, street improvements, and sidewalks.

Long-Term Debt

In 2014, the City adopted a new sewer revenue bond ordinance authorizing up to \$6,545,000 additional bonded indebtedness for a wastewater biosolids treatment facility. The current amount owed on this debt is \$5,130,000. This sewer revenue bond is combined under one (1) bond agreement with the Idaho Bond Bank Authority. The City also refinanced its debt on the Quigley Canyon Water Storage Facility in 2012, with a term through 2028, which was used to pay off a DEQ State Revolving Fund Loan. The current amount owed on this debt is \$655,000. The City's maximum general obligation debt capacity is 2% of the taxable assessed value of properties within the City limits. Hailey has met the principal and interest payments on outstanding bonds and other indebtedness in the past 10 years when due. Additionally, no refunding bonds have been issued for the purpose of preventing an impending default.

Management's Discussion and Analysis, Continued

Additional long-term debt related to May 2023 voter approval of a \$6 million wastewater aging headworks bond is reflected in this fiscal year 2024 audit.

The following items are reporting tasks that are disclosure requirements of the fiscal year 2024 Wastewater Aging Headworks General Obligation Bond. These tables have been incorporated into the Annual Report outlining financial, statistical and operating data.

City of Hailey					
Wastewater System					
Historic Net Revenues and Debt Service Coverage					
	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Actual 2024
Rate Adjustment	10%	0%	9.96%	14.07%	9.58%
OPERATING REVENUES					
Charges for Services	2,179,656	2,192,452	2,439,202	2,805,066	3,077,618
Total Operating Revenues	2,179,656	2,192,452	2,439,202	2,805,066	3,077,618
OPERATING EXPENSES					
Salaries and Benefits	652,429	666,398	869,782	1,040,981	1,028,335
Administrative and supplies	601,780	626,527	608,178	777,515	1,103,081
Depreciation	493,443	494,327	518,258	312,683	333,076
Total Operating Expenses	1,747,652	1,787,352	1,996,188	2,131,179	2,464,492
NET OPERATING INCOME	432,004	405,200	443,014	673,887	613,127
Add: Investment/Interest income	79,383	16,117	28,503	202,389	210,125
Add: Depreciation expense	493,443	49,327	518,258	312,683	333,076
AVAILABLE FOR DEBT SERVICE	1,004,830	915,644	989,775	1,188,959	1,156,327
DEBT SERVICE					
Series 2014C Wastewater Revenue Bonds	298,925	298,425	566,925	569,675	566,925
Series 2012D Wastewater Revenue Bonds	270,400	270,400	0	0	0
Total Debt Service	569,325	565,825	566,925	569,675	566,925
DEBT SERVICE COVERAGE (Recurring Revenues)	1.76	1.62	1.72	2.09	2.04
Hookups, connections, and fees	179,168	352,935	483,066	214,326	283,066
Grant Revenue	0	0	0	0	0
DEBT SERVICE COVERAGE					
(Including Non-recurring Revenues)	2.08	2.24	2.60	2.46	2.89

**Top Ten
Wastewater Customers (2023)**

Customer Name	Total Revenue	Percent of System Total
Broyles Sun Valley Car Wash	\$ 59,292	0.835%
Summit View Land Co.: Valley View Apts	39,332	0.554
Boise Housing Corporation Apartments	36,843	0.519
Atkinsons Market	36,506	0.514
Blaine County Schools: Wood River High	33,702	0.475
Oceanic Hailey ID LP Hotel	29,409	0.414
South Hailey Townhouses	24,300	0.342
Hailey FF: Hotel	21,938	0.309
Palouse: Apartments	21,501	0.303
Blaine County Public Safety Facility	20,742	0.292

Fiscal Year 2024 BUDGETARY CONSIDERATIONS

The City of Hailey establishes the budgets in each of its funds from estimated revenue. In 2023, the Hailey City Council modified their policy requiring that the City maintain a fund balance that is at least 35% of budget to meet first-quarter expenses and for emergencies by increasing the fund balance amount to 35%. The FY 2024 general fund budget is \$13,800,121, with 35% of that equating \$4,830,042, the amount now designated as general operating reserve. Based on healthy fund balances, the city invested \$2,500,000 into an investment fund at a higher rate of return than the LGIP fund as per the City’s adopted investment policy. A third policy of the City Council is to transfer the general operating fund balance to the capital fund if the goal of the primary policy has been achieved. The unassigned general fund balance at fiscal year-end is \$5,089,201, which exceeds the 35% reserve target of \$4,830,042, by \$259,159. Sufficient fund balance exists to transfer the \$648,538 general operating fund revenue over expenses to the capital fund for capital project spending, per that policy.

The water and wastewater operating funds, per bond covenants, are required to be 125% of net revenue, which creates surplus fund balance which can be used, in later years, on capital projects. During 2020, Rate Stabilization accounts were established under the provisions of Hailey’s bond ordinance to help ensure that this important bond covenant be met throughout the life of the bonds. Another rate stabilization fund was created in the general operating fund for rubbish franchise revenue to be used to stabilize garbage rates when new services are made available.

The City of Hailey developed expense policies for its capital and grant projects as explained more fully in prior year audits.

Rate structures within the enterprise funds have incrementally been amended over several years, creating a curve which aggressively encourages water conservation and afford users better personal management of their impact upon the City’s water and wastewater system and its budget. In many cases, per capita consumption of water has decreased, and expenses have been adjusted to the City’s rate-based income. A wastewater rate structure was implemented in 2015 that allocates bond costs by the amount of usage rather than the number of meters. An amended water rate structure was implemented in FY 23/24 as part of the annual budget.

Requests for Information

This report is designed to provide a general overview of the City of Hailey’s finances for our citizens and customers. If you have questions about this report or need additional financial information, contact the Finance Office: 115 Main Street S., Hailey, Idaho 83333, 788-4221.

CITY OF HAILEY, IDAHO
Statement of Net Position
at September 30, 2024

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total Primary Government</u>	<u>Component Unit Urban Renewal Agency</u>
<u>ASSETS</u>				
Cash and Deposits	\$ 5,167,047	\$ 17,245,727	\$ 22,412,774	\$ 1,272,518
Investments	2,500,000	2,500,000	5,000,000	
Accounts Receivable	1,160,681	594,445	1,755,126	
Taxes Receivable	36,634		36,634	7,779
Due From Other Governments	522,415		522,415	
Inventory		115,766	115,766	
Restricted Cash, Deposits and Investments	2,110,802	1,131,877	3,242,679	
Totals	<u>11,497,579</u>	<u>21,587,815</u>	<u>33,085,394</u>	<u>1,280,297</u>
Capital Assets:				
Land, Easements and Water Rights	3,117,021	235,391	3,352,412	
Construction in Progress	1,577,592	158,746	1,736,338	
Infrastructure	15,698,547	23,946,968	39,645,515	
Buildings and Improvements	5,380,479	1,033,573	6,414,052	
Equipment and Vehicles	6,754,824	6,143,834	12,898,658	
	<u>32,528,463</u>	<u>31,518,512</u>	<u>64,046,975</u>	<u>0</u>
Accumulated Deprecation	(10,462,116)	(16,774,145)	(27,236,261)	
Total Capital Assets	<u>22,066,347</u>	<u>14,744,367</u>	<u>36,810,714</u>	<u>0</u>
Total Assets	<u>33,563,926</u>	<u>36,332,182</u>	<u>69,896,108</u>	<u>1,280,297</u>
Deferred Outflows of Resources:				
Deferred Outflows from Pension Activity	<u>506,603</u>	<u>204,764</u>	<u>711,367</u>	
<u>LIABILITIES</u>				
Accounts Payable	2,080,432		2,080,432	595,019
Accrued Payroll and Benefits Payable	84,511	62,577	147,088	
Accrued Interest Payable		20,101	20,101	
Surety and Security Bonds Payable	430,526	14,512	445,038	
Long-term Liabilities:				
Portion due or payable within one year:				
Bonds Payable	0	525,000	525,000	
Portion due or payable after one year:				
Bonds Payable	0	10,525,000	10,525,000	
Unamortized Bond Premium	0	421,183	421,183	
Compensated Absences	247,864	153,798	401,662	
Net Pension Liability	<u>2,547,995</u>	<u>1,029,876</u>	<u>3,577,871</u>	
Total Liabilities	<u>5,391,328</u>	<u>12,752,047</u>	<u>18,143,375</u>	<u>595,019</u>
Deferred Inflows of Resources				
Deferred Inflows from Pension Activity	<u>46,250</u>	<u>18,694</u>	<u>64,944</u>	
<u>NET POSITION</u>				
Invested in Capital Assets - net of related debt	22,066,347	3,253,083	25,319,430	0
Restricted For:				
Debt Service		1,131,877	1,131,877	
Other Purposes	2,110,802		2,110,802	
Unrestricted	<u>4,455,802</u>	<u>19,381,245</u>	<u>23,837,047</u>	<u>685,278</u>
Total Net Position	<u>\$ 28,632,951</u>	<u>\$ 23,766,205</u>	<u>\$ 52,399,156</u>	<u>\$ 685,278</u>

The accompanying notes are a part of these financial statements.

CITY OF HAILEY, IDAHO
Statement of Activities
For the Year Ended September 30, 2024

Activities:	Expenses	Program Revenues		Net (Expense) Revenues and Changes in Net Assets			Component Unit - Urban Renewal Agency
		Fees, Fines, and Charges for Services	Capital Grants and Contributions	Governmental Activities	Business Type Activities	Total	
Governmental:							
General Government	\$ 1,375,945	\$ 376,037	\$ 62,341	\$ (937,567)		\$ (937,567)	
Public Protection:							
Public Safety	3,002,997	423,075	4,496	(2,575,426)		(2,575,426)	
Streets	2,194,580			(2,194,580)		(2,194,580)	
Parks and Recreation	853,236	168,026		(685,210)		(685,210)	
Library	878,704	5,106	88,251	(785,347)		(785,347)	
Interest - on long-term debt				0		0	
Unallocated Depreciation	620,313			(620,313)		(620,313)	
Total Governmental Activities	<u>8,925,775</u>	<u>972,244</u>	<u>155,088</u>	<u>(7,798,443)</u>		<u>(7,798,443)</u>	
Business Type:							
Water	2,299,981	2,804,184			\$ 504,203	504,203	
Wastewater	2,525,462	3,893,939			1,368,477	1,368,477	
Interest - on long-term debt	452,956				(452,956)	(452,956)	
Total Business-type Activities	<u>5,278,399</u>	<u>6,698,123</u>	<u>0</u>		<u>1,419,724</u>	<u>1,419,724</u>	
Total City of Hailey, Idaho	<u>\$ 14,204,174</u>	<u>\$ 7,670,367</u>	<u>\$ 155,088</u>	<u>(7,798,443)</u>	<u>1,419,724</u>	<u>(6,378,719)</u>	
Component Units:							
Urban Renewal Agency	\$ 722,455						\$ (722,455)
Total							<u>(722,455)</u>
General Revenues:							
Property taxes				3,206,708		3,206,708	639,545
Local Option sales taxes				986,741		986,741	
Franchises, licenses, permits				1,567,200		1,567,200	
State of Idaho revenue sharing				1,025,770		1,025,770	
State of Idaho liquor receipts				315,005		315,005	
State highway user collections				920,439		920,439	
Penalty and interest on property taxes				14,287		14,287	
County court fines				88,529		88,529	
Earnings on investments				538,902	899,719	1,438,621	52,532
Refunds and Reimbursements				1,562,648		1,562,648	
Premium Earned on Bond Refinancing					23,330	23,330	
Gain (Loss) on Pension Activities				(420,554)	(48,416)	(468,970)	
Gain (Loss) on Sale of Assets					10,831	10,831	
Total general revenues and transfers				<u>9,805,675</u>	<u>885,464</u>	<u>10,691,139</u>	<u>692,077</u>
Changes in net position				2,007,232	2,305,188	4,312,420	(30,378)
Net Position - Beginning				<u>26,625,719</u>	<u>21,461,017</u>	<u>48,086,736</u>	<u>715,656</u>
Net Position - Ending				<u>\$ 28,632,951</u>	<u>\$ 23,766,205</u>	<u>\$ 52,399,156</u>	<u>\$ 685,278</u>

The accompanying notes are a part of these financial statements.

CITY OF HAILEY, IDAHO
Balance Sheet
Governmental Funds
for the year ended September 30, 2024

	General Fund	Capital Improvement Fund	Debt Service Fund	Total Governmental Funds
ASSETS:				
Cash and Deposits	\$ 6,591,962	\$ 589,752	\$ 96,136	\$ 7,277,850
Investments	2,500,000			2,500,000
Accounts Receivable	1,143,670	17,011		1,160,681
Due From Other Governments	522,415			522,415
Property Taxes Receivable	36,633	0		36,633
Total Assets	<u>10,794,680</u>	<u>606,763</u>	<u>96,136</u>	<u>11,497,579</u>
LIABILITIES:				
Accounts Payable	2,063,421	17,011		2,080,432
Accrued Payroll Expenses	84,511			84,511
Surety and Security Bonds Payable	430,526			430,526
Total Liabilities	<u>2,578,458</u>	<u>17,011</u>	<u>0</u>	<u>2,595,469</u>
FUND BALANCE:				
Non-spendable				0
Restricted				0
Committed	35,370	17,011	96,136	148,517
Assigned	3,088,803	572,741		3,661,544
Unassigned	5,092,049			5,092,049
Total Fund Balance	<u>8,216,222</u>	<u>589,752</u>	<u>96,136</u>	<u>8,902,110</u>
Total Liabilities and Fund Balance	<u>\$ 10,794,680</u>	<u>\$ 606,763</u>	<u>\$ 96,136</u>	<u>\$ 11,497,579</u>

The accompanying notes are a part of these financial statements.

CITY OF HAILEY, IDAHO
Reconciliation of the Balance Sheet of Governmental Funds
To the Statement of Net Position
for the year ended September 30, 2024

Total Governmental Fund Balances (Page 12)	\$ 8,902,110
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds. The cost of assets is \$ 32,528,463 less accumulated depreciation \$ 10,462,116	22,066,347
Long-term liabilities, including net pension liability, bonds payable and compensated absences are not payable in the current period and therefore are not reported in the governmental funds	(2,335,506)
Net Position of Governmental Activities (Page 10)	<hr/> <u>\$ 28,632,951</u>

The accompanying notes are a part of these financial statements.

CITY OF HAILEY, IDAHO
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
for the year ended September 30, 2024

	<u>General Fund</u>	<u>Capital Improvement Fund</u>	<u>Debt Service Fund</u>	<u>Total Governmental Funds</u>
REVENUE:				
Property taxes	\$ 3,204,693	\$	\$ 2,015	\$ 3,206,708
Local Option sales taxes	986,741			986,741
Franchises, licenses, permits	1,567,200			1,567,200
State of Idaho shared revenue	1,025,770			1,025,770
State of Idaho liquor receipts	315,005			315,005
State highway user collections	920,439			920,439
Penalty and interest on property taxes	14,287			14,287
County court fines	88,529			88,529
Fees, fines and charges for services	376,037	596,207		972,244
Grants	0			0
Contributions	155,088			155,088
Property Sales				0
Earnings on investments	461,742	72,751	4,409	538,902
Refunds and Reimbursements	210,398	1,412,505		1,622,903
Miscellaneous				0
	<u>9,325,929</u>	<u>2,081,463</u>	<u>6,424</u>	<u>11,413,816</u>
Total Revenue				
EXPENDITURES:				
General Government	1,769,944	518,383		2,288,327
Public Safety	3,002,997	180,679		3,183,676
Streets	2,171,515	1,578,468		3,749,983
Parks and Recreation	853,236	272,170		1,125,406
Library	879,699	2,358		882,057
Capital outlay		25,528		25,528
Debt Service				0
	<u>8,677,391</u>	<u>2,577,586</u>	<u>0</u>	<u>11,254,977</u>
Total Expenditures				
EXCESS REVENUE (EXPENDITURES)	648,538	(496,123)	6,424	158,839
OTHER FINANCING SOURCES (USES):				
Operating transfers from other funds		1,000,000		1,000,000
Operating transfers (to) other funds	(1,000,000)			(1,000,000)
	<u>(1,000,000)</u>	<u>1,000,000</u>	<u>0</u>	<u>0</u>
NET CHANGE IN FUND BALANCES	(351,462)	503,877	6,424	158,839
FUND BALANCE - BEGINNING	<u>8,567,684</u>	<u>85,875</u>	<u>89,712</u>	<u>8,743,271</u>
FUND BALANCE - ENDING	<u>\$ 8,216,222</u>	<u>\$ 589,752</u>	<u>\$ 96,136</u>	<u>\$ 8,902,110</u>

The accompanying notes are a part of these financial statements.

CITY OF HAILEY, IDAHO
Reconciliation of the Statement of Revenues,
Expenditures, and Changes in Fund Balances of Governmental Funds
To the Statement of Activities
For the year Ended September 30, 2024

Net Change in Fund Balance - Total Governmental Funds (Page 14)	\$ 158,839
<p>Governmental funds report capital outlays as current year expenditures. In the Statement of Activities the cost of these assets is allocated over their estimated useful lives as depreciation expense. This is the amount of current capital outlay for new fixed assets.</p>	
This is the amount of current year depreciation.	(620,313)
This is the amount of new Governmental Fund assets.	2,902,229
This is the amount of disposed Governmental Fund assets.	0
<p>Long term liabilities are not recorded in the Governmental funds. Principal and interest paid on capital debt are recorded as expenditures in the Governmental Funds. Principal amounts paid are not recorded as expenditures in the Statement of Net Assets.</p>	
This is the amount of current year principal payments on capital debt.	0
This is the amount of changes in net pension liabilities	(420,554)
<p>Liability for personal leave days are not recorded in Governmental funds.</p>	
This is the increase in compensated leave during the year.	<u>(12,969)</u>
Change in Net Position of Governmental Activities (Page 11)	<u><u>\$ 2,007,232</u></u>

The accompanying notes are a part of these financial statements.

CITY OF HAILEY, IDAHO
Statement of Net Position
Proprietary Funds
at September 30, 2024

Assets:	<u>Water</u>	<u>Wastewater</u>	<u>Totals</u>
Current Assets:			
Cash and deposits	\$ 5,869,179	\$ 11,376,548	\$ 17,245,727
Investments	2,500,000	0	2,500,000
Accounts receivable	261,072	333,373	594,445
Inventory	<u>115,766</u>	<u> </u>	<u>115,766</u>
	8,746,017	11,709,921	20,455,938
Restricted Current Assets:			
Cash and deposits	<u>216,554</u>	<u>915,323</u>	<u>1,131,877</u>
Total Current Assets	<u>8,962,571</u>	<u>12,625,244</u>	<u>21,587,815</u>
Non Current Assets:			
Plant and equipment	12,693,505	18,825,007	31,518,512
Accumulated depreciation	<u>(7,843,103)</u>	<u>(8,931,042)</u>	<u>(16,774,145)</u>
Net Non Current Assets	<u>4,850,402</u>	<u>9,893,965</u>	<u>14,744,367</u>
Total Assets	<u>13,812,973</u>	<u>22,519,209</u>	<u>36,332,182</u>
Deferred Outflows of Resources:			
Deferred Outflows from Pensions	<u>98,378</u>	<u>106,386</u>	<u>204,764</u>
Liabilities:			
Current Liabilities:			
Accrued Payroll and Benefits Payable	28,556	34,021	62,577
Accrued Interest Payable	1,114	18,987	20,101
Customer Deposits	14,512		14,512
Current portion long-term debt	<u>125,000</u>	<u>400,000</u>	<u>525,000</u>
Total current liabilities	<u>169,182</u>	<u>453,008</u>	<u>622,190</u>
Noncurrent Liabilities:			
Bonds Payable, Less Current	410,000	10,115,000	10,525,000
Premium on Bonds Payable	21,382	399,801	421,183
Compensated Absences Payable	67,110	86,688	153,798
Net Pension Liability	<u>494,799</u>	<u>535,077</u>	<u>1,029,876</u>
Total noncurrent liabilities	<u>993,291</u>	<u>11,136,566</u>	<u>12,129,857</u>
Total Liabilities	<u>1,162,473</u>	<u>11,589,574</u>	<u>12,752,047</u>
Deferred Inflows of Resources:			
Deferred Inflows from Pensions	<u>8,981</u>	<u>9,713</u>	<u>18,694</u>
Net Position:			
Investment in capital assets			
net of related debt	4,292,906	(1,039,823)	3,253,083
Restricted	216,554	915,323	1,131,877
Unrestricted	<u>8,230,437</u>	<u>11,150,808</u>	<u>19,381,245</u>
Total Net Position	<u>\$ 12,739,897</u>	<u>\$ 11,026,308</u>	<u>\$ 23,766,205</u>

The accompanying notes are a part of these financial statements.

CITY OF HAILEY, IDAHO
Statement of Revenues, Expenses, and Changes in Net Position
Proprietary Funds
for the year ended September 30, 2024

	Water	Wastewater	Totals
Operating Revenues:			
Charges for services	\$ 2,174,723	\$ 3,543,113	\$ 5,717,836
Hookups, connections and fees	629,461	350,826	980,287
Total Operating Revenue	2,804,184	3,893,939	6,698,123
 Operating Expenses:			
Salaries and benefits	948,127	1,016,389	1,964,516
Administrative and supplies	1,031,840	1,175,997	2,207,837
Depreciation	320,014	333,076	653,090
Total Operating Expenses	2,299,981	2,525,462	4,825,443
Operating Income	504,203	1,368,477	1,872,680
 Nonoperating Revenues (Expenses):			
Interest Income	394,359	505,360	899,719
Interest Expense	(32,244)	(420,712)	(452,956)
Grants	0	0	0
Premium Earned on Bond Refinancing	10,682	12,648	23,330
Gain (Loss) on Pension Activity	(36,748)	(11,668)	(48,416)
Gain (Loss) on Sale of Assets	10,831	0	10,831
Total Nonoperating	346,880	85,628	432,508
Income before transfers	851,083	1,454,105	2,305,188
Transfers in			0
Transfers out			0
Net Income	851,083	1,454,105	2,305,188
Total Net Position - Beginning	11,888,814	9,572,203	21,461,017
Total Net Position - Ending	\$ 12,739,897	\$ 11,026,308	\$ 23,766,205

The accompanying notes are a part of these financial statements.

CITY OF HAILEY, IDAHO
Statement of Cash Flows
Proprietary Funds
for the year ended September 30, 2024

	Water	Wastewater	Total
Cash Flows From Operating Activities:			
Receipts from customers	\$ 2,696,607	\$ 3,863,026	\$ 6,559,633
Payments to suppliers	(1,027,437)	(1,175,997)	(2,203,434)
Payments to employees	(920,935)	(1,045,386)	(1,966,321)
Other receipts			0
Net cash provided (used) by operations	748,235	1,641,643	2,389,878
Cash Flows From Capital and Related Financing Activities:			
Purchase and construction of capital assets	(243,265)	(483,777)	(727,042)
Disposition of Assets	10,831	0	10,831
Principal paid on capital debt	(120,000)	(400,000)	(520,000)
Interest paid on capital debt	(32,474)	(409,494)	(441,968)
Net cash provided (used) by capital and related financing activities	(384,908)	(1,293,271)	(1,678,179)
Cash Flows From Investing Activities:			
Bond Proceeds	0	5,765,000	5,765,000
Interest Income	394,359	505,360	899,719
Net cash provided (used) by investing	394,359	6,270,360	6,664,719
Net Increase (Decrease) in Cash and Deposits	757,686	6,618,732	7,376,418
Balances - Beginning of the year	7,828,047	5,673,139	13,501,186
Balances - Ending of the year	\$ 8,585,733	\$ 12,291,871	\$ 20,877,604
Displayed as:			
Pooled Cash and Investments	8,369,179	11,376,548	19,745,727
Restricted Assets	216,554	915,323	1,131,877
Balances - Ending of the year	\$ 8,585,733	\$ 12,291,871	\$ 20,877,604
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities:			
Operating Income	504,203	1,368,477	1,872,680
Adjustments to reconcile operating income to net cash provided (used) by operating activities:			
Depreciation expense	320,014	333,076	653,090
Changes in assets and liabilities:			
Receivables, net	(79,369)	(64,933)	(144,302)
Inventory	5,472		5,472
Accrued Payables			0
Compensated absences	(1,016)	5,023	4,007
Customer deposits	(1,069)		(1,069)
Net Cash Provided (Used) by Operating Activities	\$ 748,235	\$ 1,641,643	\$ 2,389,878

The accompanying notes are a part of these financial statements.

**CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Hailey, Idaho (City) was incorporated in 1903. The City operates under a Mayor-Council form of government and provides the following services: public safety, public works, recreation, social services, and community development. The City also provides water and wastewater services which are financed by user charges. The significant revenues and receivables are generated by the residents of the City of Hailey through property tax and water and wastewater charges.

The financial statements of the City of Hailey have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for established governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below.

1. Financial Reporting Entity

The City's financial statements include the accounts of all operations under the oversight authority of the City Council and those of separately administered organizations over which the City exercises significant influence. Significant influence or accountability is based primarily on operational or financial relationships with the City (as distinct from legal relationships).

2. Government-Wide and Fund Financial Statements

The government-wide financial statements include the Statement of Net Position and the Statement of Activities. These statements report financial information for the City as a whole excluding fiduciary activities such as employee pension plans. Individual funds are not displayed but the statements distinguish governmental activities, generally supported by taxes and City general revenues, from business-type activities, generally financed in whole or in part with fees charged to external customers.

The Statement of Activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which report fees, fines and forfeitures, and other charges to users of the City's services; (2) operating grants and contributions which finance annual operating activities including restricted investment income; and (3) capital grants and contributions which fund the acquisition, construction, or rehabilitation of capital assets and include fees to developers. These revenues are subject to externally imposed restrictions to these program uses. Taxes and other revenue sources not properly included with program revenues are reported as general revenues.

Fund financial statements are provided for governmental and proprietary funds. Major individual governmental and enterprise funds are reported in separate columns with composite columns for non-major funds.

**CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024**

Continued...

3. Discretely Presented Component Unit

The Component unit column in the financial statements includes the financial data of the City's only discretely presented component unit, the Hailey Urban Renewal Agency. It is reported in a separate column to emphasize that it is separate from the City's operations.

4. Measurement Focus and Basis of Accounting

The financial statements of the City are prepared in accordance with generally accepted accounting principles (GAAP). The City's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements and applicable Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, unless they conflict with GASB pronouncements. The City's reporting entity does not apply FASB pronouncements or APB opinions issued after November 30, 1989.

The government-wide statements report, using the economic resources measurement focus and the accrual basis of accounting, generally includes the reclassification or elimination of internal activity (between or within funds). However, internal eliminations do not include utility services provided to City departments. Reimbursements are reported as reductions to expenses. Proprietary fund financial statements also report using this same focus and basis of accounting although internal activity is not eliminated in these statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property tax revenues are recognized in the year for which they are levied while grants are recognized when grantor eligibility requirements are met.

Governmental fund financial statements report, using the current financial resources measurement focus and the modified accrual basis of accounting, recognizes revenues when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The City of Hailey uses an availability period of sixty days. Expenditures are recorded when the related liability is incurred, except for general obligation bond principal and interest which are reported as expenditures in the year due.

Major revenue sources susceptible to accrual include sales and use taxes, property taxes, and intergovernmental revenues. In general, other revenues are recognized when cash is received.

Operating income reported in proprietary fund financial statements includes revenues and expenses related to the primary, continuing operations of the fund. Principal operating revenues for proprietary funds are charges to customers for sales of services. Principal operating expenses are the costs of providing goods or services and include administrative expenses and depreciation of capital assets. Other revenues and expenses are classified as non-operating in the financial statements.

**CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024**

Continued...

5. Fund Accounting

The accounts of the City are organized and operated on the basis of funds and account groups. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The City has adopted GASB Statement No. 54 "Fund Balance Reporting and Governmental Fund Type Definitions" (GASB 54) which defines how fund balances of the governmental funds are presented in the financial statements. There are five classifications of fund balances as presented below:

Non-spendable – These funds are not available for expenditures based on legal or contractual requirements. In this category, one would see inventory, long-term receivables, unless proceeds are restricted, committed, or assigned and legally or contractually required to be maintained intact (corpus or a permanent fund).

Restricted – These funds are governed by externally enforceable restrictions. In this category, one would see restricted purpose grant funds, debt service or capital projects.

Committed – Fund balances in this category are limited by the governments' highest level of decision making. Any changes of designation must be done in the same manner that it was implemented and should occur prior to end of the fiscal year, though the exact amount may be determined subsequently.

Assigned – These funds are intended to be used for specific purposes, intent is expressed by governing body or an official delegated by the governing body.

Unassigned – This classification is the default for all funds that do not fit into the other categories. This, however, should not be a negative number for the general fund. If it is, the assigned fund balance must be adjusted.

Order of Use of Fund Balance – The City's policy is to apply expenditures against non-spendable fund balance, restricted fund balance, committed fund balance, assigned fund balance and unassigned fund balance at the end of the fiscal year. For all funds, non-spendable fund balances are determined first and then restricted fund balances for specific purposes are determined.

GOVERNMENTAL FUNDS

The City reports the following major governmental funds:

General Fund - The General Fund is the general operating fund of the City. It is used to account for all financial resources not reported in another fund.

**CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024**

Continued...

Debt Service Funds — The debt service fund is used to account for the accumulation of financial resources for the payment of principal and interest on the City's governmental debt.

Capital Projects Funds - These funds account for proceeds from long-term debt financing and revenues and expenditures related to authorized construction and other capital asset acquisitions.

PROPRIETARY FUNDS

Enterprise Funds - Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) Where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Enterprise funds include the Water, Wastewater, and Bio-Solids funds.

6. Budgetary Data

The City of Hailey follows these procedures in establishing the budgetary data reflected in the financial statements:

- a. Prior to September 1, the Treasurer submits to the City Council a proposed operating budget for the fiscal year commencing on October 1. The operating budget includes proposed expenditures and the means of financing them.
- b. After reviewing the preliminary budget, the City Council sets a public budget hearing to obtain taxpayer comments.
- c. Prior to October 1, the budget is legally enacted through passage of an ordinance.

The budget is prepared on the modified accrual basis of accounting, as described above. The City does not use the encumbrance method of accounting.

7. Cash and Cash Equivalents

The City maintains and controls cash and investment pools in which the primary government funds share. Each fund's portion of a pool is displayed on its respective balance sheet.

For purposes of the Statement of Cash Flows, the enterprise funds consider cash and cash equivalents to include cash on hand and all amounts on deposit with financial institutions.

**CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024**

Continued...

8. Inventory

Inventories in governmental funds are considered to be immaterial and are not reported. Proprietary fund inventories are recorded at the lower of cost or market on a first-in, first-out basis.

9. Capital Assets, Depreciation, and Amortization

The City's property, plant, equipment, and infrastructure with useful lives of more than one year are stated at historical cost and comprehensively reported in the government-wide financial statements. The City maintains infrastructure asset records consistent with all other capital assets. Proprietary capital assets are also reported in their respective fund financial statements. Donated assets are stated at fair value on the date donated. The City generally capitalizes assets with costs of \$5,000 or more as purchase and construction outlays occur. The costs of normal maintenance and repairs that do not add to the asset value or materially extend useful lives are not capitalized. Capital assets are depreciated using the straight-line method. When capital assets are disposed, the cost and applicable accumulated depreciation are removed from the respective accounts, and the resulting gain or loss is recorded in operations. The City has not, nor is required to retroactively report infrastructure assets. The City has capitalized all acquired infrastructure after October 1, 2003.

Estimated useful lives, in years, for depreciable assets are as follows:

Building and Improvements	20-50
Equipment	5-15
Infrastructure	15-20
Books	5-10
Trucks and Vehicles	3-10

Interest costs are capitalized when incurred by proprietary funds on debt where proceeds were used to finance the construction of assets.

10. Long-Term Debt

In the government-wide and proprietary financial statements, outstanding debt is reported as liabilities.

11. Deferred Outflows/Inflows of Resources

In 2007, the Governmental Accounting Standards Board (GASB) released Concepts Statement No. 4 *Elements of Financial Statements* which provides a framework for determining the nature of financial accounting or reporting issues. Since the release of the framework, GASB has been looking at the assets and liabilities on the balance sheet to determine if they should continue to be reflected as

**CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024**

Continued...

such. GASB has concluded that, in order to improve financial reporting, there are assets and liabilities that no longer should be reflected as assets and liabilities. These changes are included in the recently issued GASB Statement No. 65, *Items Previously Reported as Asset and Liabilities*.

These changes include two new items that are reflected on the Statement of Net Position.

- Deferred outflow of resources – the current *consumption* of net assets that is applicable to a *future* reporting period.
- Deferred inflows of resources – the current *acquisition* of net assets that is applicable to a *future* reporting period.

The City's financial statements may report a separate section for deferred inflows of resources which reflects an increase in resources that applies to a future period.

12. Compensated Absences

The liability for compensated absences reported in the government-wide and proprietary fund statements consists of unpaid, accumulated annual vacation and sick leave balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included.

13. Pensions

For purposes of measuring the net pension liability and pension expense, information about the fiduciary net position of the Public Employee Retirement System of Idaho Base Plan (Base Plan) and additions to/deductions from Base Plan's fiduciary net position have been determined on the same basis as they are reported by the Base Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

NOTE 2 - CASH AND CASH EQUIVALENTS

Interest Rate Risk — The City does have a formal investment policy that limit investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk — The City has no investment policy which would further limit its investment choices beyond those stated in Idaho Code. The City's investment in the State Treasurer's Investment Pool is not currently rated. All deposits in the State Investment Pool are either FDIC insured or fully collateralized, with securities held in trust by the State Treasurer but not in the name of the City of Hailey

Concentration of Credit Risk — The City places no limit on the amount to invest in any one issuer.

**CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024**

Continued...

Custodial Credit Risk, Deposits — Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. The City does not have a deposit policy for custodial credit risk. The City's pooled and non-pooled deposits are categorized to give an indication of the level of risk assumed by the City at fiscal year-end. The cash is recorded in terms of US currency and consists of: There are three categories of credit risk that apply to the City's cash and investments:

- 1) Insured or collateralized or for which the securities are held by the City or the City's agent in the City's name.
- 2) Uninsured and uncollateralized; or
- 3) Uninsured and unregistered for which the securities are held by the counter party or by its trust department or agent but not in the City's name. This category also includes repurchase agreements with no underlying securities.

Balances are held in each category as follows:

	Bank Balance Categories		
	1	2	3
Deposits	\$ 509,134	\$ 300	\$ 0
State of Idaho LGIP		25,092,046	
Investments		5,000,000	
 Total Cash and Investments	 \$ <u>197,696</u>	 \$ <u>30,092,346</u>	 \$ <u>0</u>

Funds held in the Water and Wastewater Funds (Enterprise funds) in the amount of \$ 34,635 are reserved for repayment of existing debt, \$ 880,688 of reserved funds from the BioSolids project (Wastewater rate stabilization), and \$216,554 in Water Fund rate stabilization. Funds held in the General Fund of \$ 3,507,648 are reserved for specific requirements from donations, employee flexible spending accounts, and capital project related reserved accounts.

The City held the following investments as of September 30, 2024:

Measurement/Investment	Measurement Amount	Maturity	Moody's Rating	Percent of Total Investments
Fair Value - Level One Inputs				
None	0	N/A	N/A	0.00%
Fair Value - Level Two Inputs				
Federal Home LN Mtg Corp 5.20 %	1,000,000	2/24/2026	AA+	20.00%
Federal Home LN Mtg Corp 5.60 %	1,000,000	8/14/2026	AA+	20.00%
Federal Home LN Mtg Corp 5.35%	1,000,000	11/3/2024	AA+	20.00%
Federal Farm Credit Bnks 3.625%	2,000,000	4/17/2029	Aaa	40.00%
 Total Fair Value Level Two	 5,000,000			

**CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024**

Continued...

NOTE 3 - TAXES RECEIVABLE

Property taxes are levied in November of each year and recognized as revenue when the tax notices are printed. Taxes are due in two equal installments at December and June following the levy date. If payment is not received upon the due dates, a 2% penalty is charged, and taxes are classified as past due subject to 12% interest. Taxes receivable are stated at taxes levied less amounts collected and canceled. The City has not experienced any significant loss of delinquent taxes receivable in past years, and, therefore, does not consider it necessary to establish any allowance for uncollectible taxes receivable.

NOTE 4 - ACCOUNTS RECEIVABLE

The City charges for water and wastewater services and garbage collection on the first of the month. The water is metered and charged according to actual usage. The wastewater rate is based upon actual winter (non-irrigation) water usage. Water and wastewater are billed in arrears; garbage collection is prepaid. The balance of accounts receivable is for billings occurring Sept 30 and prior. Due to water and wastewater services that would be terminated if an account goes 60 days overdue, very few accounts become uncollectible.

NOTE 5 - VOUCHERS PAYABLE AND ACCRUED LIABILITIES

Vouchers payable and accrued expenses are stated at cost and are recognized liabilities for goods and services rendered to the City as of September 30.

NOTE 6 - ACCRUED COMPENSATED ABSENCES

Compensated absences for vacation pay, sick pay, and "comp" time have been accrued. "Comp" time is computed at the rate of 1-hour overtime equals 1.5 hours off. Compensated absences are reported as accrued in the government-wide and proprietary fund financial statements. Such compensation in the governmental fund financial statements will be paid from future resources of the City and is, therefore, reported only if matured compensated absences are payable to currently terminating employees, when it is included in accrued payroll and benefits.

**CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024**

Continued...

NOTE 7 – CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2024, is as follows:

	<u>Beginning</u>		<u>Decrease</u>	
	<u>Balances</u>	<u>Increases</u>	<u>s</u>	<u>Ending</u>
				<u>Balances</u>
Governmental Activities:				
<i>Capital Assets not being depreciated:</i>				
Land	\$ 3,117,021	\$	\$	\$ 3,117,021
Construction in Progress	1,422,301	155,291		1,577,592
Total	<u>4,539,322</u>	<u>155,291</u>	<u>0</u>	<u>4,694,613</u>
 <i>Capital Assets being depreciated:</i>				
Buildings & Improvements	5,103,723	276,756		5,380,479
Infrastructure	14,558,630	1,139,917		15,698,547
Vehicles and Equipment	5,431,499	1,390,520	67,195	6,754,824
Total	<u>25,093,852</u>	<u>2,807,193</u>	<u>67,195</u>	<u>27,833,850</u>
Less: Accumulated Depreciation:	<u>(9,848,743)</u>	<u>(620,313)</u>	<u>6,940</u>	<u>(10,462,116)</u>
Total Net Depreciated Assets	<u>15,245,109</u>	<u>3,427,506</u>	<u>60,255</u>	<u>17,371,734</u>
 Governmental capital assets, net	 <u>\$ 19,784,431</u>	 <u>\$ 3,582,797</u>	 <u>\$ 60,255</u>	 <u>\$ 22,066,347</u>
 Business-type activities:				
<i>Capital Assets not being depreciated:</i>				
Land	\$ 235,391	\$	\$	\$ 235,391
Construction in Progress	75,510	83,236		158,746
Total	<u>310,901</u>	<u>83,236</u>	<u>0</u>	<u>394,137</u>
 <i>Capital Assets being depreciated:</i>				
Buildings & Improvements	1,033,573			1,033,573
Infrastructure	23,944,682	440,145	437,859	23,946,968
Vehicles and Equipment	5,668,358	521,908	46,432	6,143,834
Total	<u>30,646,613</u>	<u>962,053</u>	<u>484,291</u>	<u>31,124,375</u>
Less: Accumulated Depreciation	<u>(16,582,959)</u>	<u>(653,090)</u>	<u>461,904</u>	<u>(16,774,145)</u>
Total Net Depreciated Assets	<u>14,063,654</u>	<u>308,963</u>	<u>22,387</u>	<u>14,350,230</u>
 Business-type capital assets, net	 <u>\$ 14,374,555</u>	 <u>\$ 392,199</u>	 <u>\$ 22,387</u>	 <u>\$ 14,744,367</u>

NOTE 8 - LONG-TERM OBLIGATIONS

The City has entered into the following agreements:

**CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024**

Continued...

<u>Description</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Amount</u>			<u>Amount</u>	<u>Amount</u>
			<u>Outstanding 9/30/2023</u>	<u>Additions</u>	<u>Reductions</u>	<u>Outstanding 9/30/2024</u>	<u>Due 1 Year</u>
GENERAL FUND							
Other:							
Accrued Compensated Absences	N/A		234,896	12,965		247,861	
Total General Fund			\$ <u>234,896</u>	\$ <u>12,965</u>	\$ <u>0</u>	\$ <u>247,861</u>	\$ <u>0</u>
PROPRIETARY FUND							
Bonds and Loans Payable:							
2014 Sewer Bio-Solids Bonds	9/15/2034	Var.	5,130,000	0	(380,000)	4,750,000	400,000
2012 Water Refunding 2023 Sewer Headworks Bonds	9/28/2028	Var.	655,000	0	(120,000)	535,000	125,000
	9/15/2043	5.00%	0	5,765,000		5,765,000	0
Other:							
Accrued Compensated Absences	N/A		149,791	4,206		153,997	
Total Proprietary Fund			\$ <u>5,934,791</u>	\$ <u>5,769,206</u>	\$ <u>(500,000)</u>	\$ <u>11,203,997</u>	\$ <u>525,000</u>

On November 6, 2014, the City of Hailey sold \$6,335,000 of Sewer Revenue Bonds to finance a new Bio-Solids processing facility. The bond was sold at a premium resulting in a decrease of the principal balance by \$210,856 compared to the principal balance of the satisfied bond. The premium will be amortized over the life of the bond. This Sewer Revenue Bond requires semi-annual interest payments in March and September with an annual principal payment in September. The bond has a variable interest rate and will mature in September of 2034.

In 2007 the City of Hailey constructed a two-million-gallon drinking water storage facility in Quigley Canyon. The City obtained permanent financing through an Idaho Department of Environmental Quality Drinking Water Revolving Loan Program promissory note. The loan was refinanced in December of 2012 with a Water Revenue Bond. The bond requires semi-annual interest payments in March and September with an annual principal payment in September. The bond has a variable interest rate and will mature in September of 2028.

In 2023, the City of Hailey sold \$5,765,000 of Sewer Revenue Bonds to finance a new Headworks project. The bond was sold at a premium resulting in \$241,701 more received than compared to the principal balance bond. The premium will be amortized over the life of the bond. This Sewer Revenue Bond requires semi-annual interest payments in March and September with an annual principal payment in September beginning in 2035. The bond has an interest rate of 5% and will mature in September of 2043.

Bond maturity and interest schedules of the issued bonds is contained in the schedule on pages 40-42 of these financial statements.

CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024

Continued...

Fiscal Year	Water Revenue		Wastewater Revenue		Wastewater Revenue	
	Refunding Bonds 2012		Refunding Bonds 2014		Refunding Bonds 2023	
	Interest	Principal	Interest	Principal	Interest	Principal
2025	\$ 26,750	\$ 125,000	\$ 167,425	\$ 400,000	\$ 288,250	\$ 0
2026	20,500	130,000	147,425	420,000	288,250	0
2027	14,000	135,000	126,425	440,000	288,250	0
2028	7,250	145,000	113,225	455,000	288,250	0
2029			99,575	465,000	288,250	0
2030-34			267,537	2,570,000	1,441,250	0
2035-39					1,166,000	2,890,000
2040-43					368,500	2,875,000
Totals	\$ 68,500	\$ 535,000	\$ 921,612	\$ 4,750,000	\$ 4,417,000	\$ 5,765,000

NOTE 9 – LEASES

The City of Hailey has entered into various operating leases for police vehicles and public works equipment that require the City to make lease payments through FY2026. Future annual operating lease payments are as follows:

Description	2025	2026	2027	2028
John Deere Excavator	\$23,400	\$23,400		
2022 Ford Explorer Police Cars (2)	19,909	19,909		
2021 Cat Tractor, Small Wheel Loader (2)	32,524	32,524		
305 Mini Excavator	3,049	3,049	3,049	3,049
906 Mini Loader	18,990	18,990	18,990	18,990
938 Wing Loader	20,567	20,567	20,567	
938 Loader	33,000			
160 Grader	34,400	34,400	34,400	34,400
A7 Sweeper	55,094	55,094	55,094	55,094
Totals	\$240,933	\$207,933	\$132,100	\$111,533

NOTE 10 – EMPLOYEE RETIREMENT PLAN

Plan Description

The City of HAILEY contributes to the Base Plan which is a cost-sharing multiple-employer defined benefit pension plan administered by Public Employee Retirement System of Idaho (PERSI or System) that covers substantially all employees of the State of Idaho, its agencies and various participating political subdivisions. The cost to administer the plan is financed through the contributions and investment earnings of the plan. PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov.

CITY OF HAILEY, IDAHO
Notes to the Financial Statements
September 30, 2024

-Continued

Responsibility for administration of the Base Plan is assigned to the Board comprised of five members appointed by the Governor and confirmed by the Idaho Senate. State law requires that two members of the Board be active Base Plan members with at least ten years of service and three members who are Idaho citizens not members of the Base Plan except by reason of having served on the Board.

Pension Benefits

The Base Plan provides retirement, disability, death and survivor benefits of eligible members or beneficiaries. Benefits are based on members' years of service, age and highest average salary. Members become fully vested in their retirement benefits with five years of credited services (5 months for elected or appointed officials). Members are eligible for retirement benefits upon attainment of the ages specified for their employment classification. The annual service retirement allowance for each month of credited service is 2.0% (2.3% for police/firefighters) of the average monthly salary for the highest consecutive 42 months. The benefit payments for the Base Plan are calculated using a benefit formula adopted by the Idaho Legislature.

The Base Plan is required to provide a 1% minimum cost of living increase per year provided the Consumer Price Index increases 1% or more. The PERSI Board has the authority to provide higher cost of living increases to a maximum of the Consumer Price Index movement or 6%, whichever is less; however, any amount above the 1% minimum is subject to review by the Idaho Legislature.

Member and Employer Contributions

Member and employer contributions paid to the Base Plan are set by statute and are established as a percent of covered compensation. Contribution rates are determined by the PERSI Board within limitations, as defined by state law. The Board may make periodic changes to employer and employee contribution rates (expressed as percentages of annual covered payroll) that are adequate to accumulate sufficient assets to pay benefits when due.

The contribution rates for employees are set by statute at 60% of the employer rate for general employees and 74% for police and firefighters. As of June 30, 2024, it was 7.16% for general employees and 9.13% for police and firefighters. The employer contribution rate, as a percent of covered payroll, is set by the Retirement Board and was 11.94% for general employees and 12.28 for police and firefighters. The City's contributions were \$497,734 for the year ended September 30, 2024.

Pension Liabilities, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions.

At September 30, 2024, the City reported a liability for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions in the Base Plan pension plan relative to the total contributions of all participating PERSI Base Plan employers. At June 30, 2024, the City's proportion was 0.09706656 percent.

For the year ended September 30, 2024, the City recognized pension expense (revenue) of \$684,537. At September 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

CITY OF HAILEY, IDAHO
Notes to the Financial Statements
September 30, 2024

-Continued

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 0	\$ 64,994
Changes in assumptions or other inputs	\$ 141,737	
Net difference between projected and actual earnings on pension plan investments	\$ 569,630	
Changes in the employer's proportion and differences between the employer's contributions and the employer's proportionate contributions	\$ (134,930)	
City's contributions subsequent to the measurement date	\$ 134,930	
Total	\$ 411,367	\$ 64,994

\$ 134,930 reported as deferred outflows of resources related to pensions resulting from Employer contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending September 30, 2024.

The average of the expected remaining service lives of all employees that are provided with pensions through the System (active and inactive employees) determined at July 1, 2024, the beginning of the measurement period ended June 30, 2023, is 4.6 and 4.6 for the measurement period June 30, 2024.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (revenue) as follows:

Year ended September 30, 2024:

2025	\$ 215,961
2026	\$ (82,229)
2027	\$ (115,041)
2028	\$ (82,229)

Actuarial Assumptions

Valuations are based on actuarial assumptions, the benefit formulas, and employee groups. Level percentages of payroll normal costs are determined using the Entry Age Normal Cost Method. Under the Entry Age Normal Cost Method, the actuarial present value of the projected benefits of each individual included in the actuarial valuation is allocated as a level percentage of each year's earnings of the individual between entry age and assumed exit age. The Base Plan amortizes any unfunded actuarial accrued liability based on a level percentage of payroll. The maximum amortization period for the Base Plan permitted under Section 59-1322, Idaho Code, is 25 years.

CITY OF HAILEY, IDAHO
Notes to the Financial Statements
September 30, 2024

-Continued

The total pension liability in the June 30, 2024, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.30%
Salary increases	3.05%
Salary inflation	3.05%
Investment rate of return	6.35%, net of investment expenses
Cost-of-living adjustments	1%

Contributing Members, Service Retirement Members, and Beneficiaries

- General Employees and All Beneficiaries - Males Pub-2010 General Tables, increased 11%
- General Employees and All Beneficiaries - Females Pub-2010 General Tables, increased 21%
- Fire & Police - Males Pub-2010 Safety Tables, increased 21%
- Fire & Police - Females Pub-2010 Safety Tables, increased 26%
- Disabled Members - Males Pub-2010 Disabled Tables, increased 38%
- Disabled Members - Females Pub-2010 Disabled Tables, increased 36%

An experience study was performed for the period July 1, 2015, through June 30, 2020, which reviewed all economic and demographic assumptions including mortality. The Total Pension Liability as of June 30, 2024, is based on the results of an actuarial valuation date of July 1, 2024.

The long-term expected rate of return on pension plan investments was determined using the building block approach and a forward-looking model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Even though history provides a valuable perspective for setting the investment return assumption, the System relies primarily on an approach which builds upon the latest capital market assumptions. Specifically, the System uses consultants, investment managers and trustees to develop capital market assumptions in analyzing the System's asset allocation. The assumptions and the System's formal policy for asset allocation are shown below. The formal asset allocation policy is somewhat more conservative than the current allocation of System's assets. The best-estimate range for the long-term expected rate of return is determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation. The capital market assumptions are as of 2022.

2024

Asset Class	DB Plans	Sick Leave
Fixed Income	30.00%	50.00%
US/Global Equity	55.00%	39.30%
International Equity	15.00%	10.70%
Cash	0.00%	0.00%

CITY OF HAILEY, IDAHO
Notes to the Financial Statements
September 30, 2024

-Continued
Discount Rate

The discount rate used to measure the total pension liability was 6.35%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate. Based on these assumptions, the pension plans' net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The long-term expected rate of return was determined net of pension plan investment expense but without reduction for pension plan administrative expense.

Sensitivity of the Employer's proportionate share of the net pension liability to changes in the discount rate.

The following presents the Employer's proportionate share of the net pension liability calculated using the discount rate of 6.35%, as well as what the Employer's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.35%) or 1-percentage-point higher (7.35%) than the current rate:

	1% Decrease (5.35%)	Current Discount Rate (6.35%)	1% Increase (7.35%)
Employer's proportionate share of the net pension liability (asset)	\$3,542,092	\$3,577,871	\$3,613,650

Pension plan fiduciary net position

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERSI financial report.

PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov

Payables to the pension plan

At September 30, 2024, the City reported payables to the defined benefit pension plan of \$ 90 for legally required employer contributions and \$ 53 for legally required employee contributions which had been withheld from employee wages but not yet remitted to PERSI.

NOTE 11 - INVESTMENT IN JOINT VENTURE - FRIEDMAN MEMORIAL AIRPORT

Effective October 1, 1994, Blaine County, Idaho and the City of Hailey, Idaho entered into a Joint Powers Agreement creating the Friedman Memorial Airport Authority for the purpose of operating and managing airport activities in the City of Hailey, Idaho. The Authority is a public entity of the State of Idaho and therefore the Authority's income is exempt from Federal and Idaho income taxes.

**CITY OF HAILEY, IDAHO
NOTES TO THE FINANCIAL STATEMENTS
AT SEPTEMBER 30, 2024**

Continued...

A five-member board governs the Airport Authority with two members representing Blaine County, two members representing the City of Hailey and one member who is unanimously selected by the other four members. The Authority has hired employees to provide for the day-to-day operations and management.

Pursuant to the Joint Powers Agreement, all buildings, improvements, facilities, equipment, and personal property used by the Authority were conveyed by Blaine County and the City of Hailey to the Authority for use and benefit of the Authority and title thereof shall be held by the Authority. Upon termination of this Agreement, title to all buildings, improvements, facilities, equipment and personal property held by the Authority shall vest jointly in Blaine County and the City of Hailey.

Audited financial statements of the Friedman Memorial Airport Authority for the year ended September 30, 2024, can be obtained at the Airport, Blaine County, or the City of Hailey offices.

NOTE 12 -RISK MANAGEMENT

A City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the fiscal year, the City contracted with Idaho County Risk Management Program (ICRMP) for property, crime and fleet insurance and the State Insurance Fund for workman's compensation. Under the terms of the ICRMP policy, the City of Hailey's liability is limited to the amount of annual financial membership contributions, including a per occurrence deductible. There has been no significant reduction in insurance coverage in the current year. Settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

NOTE 13 – LITIGATION

The City, at the financial statement date, is not involved in any legal actions that would have a material financial consequence.

NOTE 14 – SUBSEQUENT EVENTS

Subsequent events were evaluated through the date of the auditor's report, which is the date the financial statements were available to be issued.

**REQUIRED
SUPPLEMENTARY INFORMATION**

CITY OF HAILEY, IDAHO
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual -- General Fund
for the year ended September 30, 2024

	<u>Original Budget Amounts</u>	<u>Final Budget Amounts</u>	<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
REVENUE:				
Property taxes	\$ 3,163,526	\$ 3,163,526	\$ 3,204,693	\$ 41,167
Local Option sales taxes	1,403,715	1,403,715	986,741	(416,974)
Franchises, licenses, permits:				
Alcohol Catering Licenses	500	500	1,080	580
Police Security	500	500	11,128	10,628
Building Permits	718,563	718,563	812,862	94,299
Business Licenses	46,350	46,350	60,923	14,573
Encroachment Permits	21,115	21,115	14,237	(6,878)
Franchises - Cable TV	90,000	90,000	84,144	(5,856)
Banner Fees	3,000	3,000	5,620	2,620
Franchises - Idaho Power	225,000	225,000	233,859	8,859
Franchises - Intermountain Gas	90,000	90,000	82,818	(7,182)
Franchises - Rubbish Company	124,124	124,124	131,404	7,280
Sign Permits	515	515	650	135
Fire Dept Permits	50,000	50,000	58,923	8,923
Subdivision Inspection Permits	20,600	20,600	15,349	(5,251)
Zoning Applications	45,392	45,392	50,331	4,939
Maps, Copies, and Postage	5,000	5,000	3,872	(1,128)
State of Idaho shared revenue	1,162,461	1,162,461	1,025,770	(136,691)
State of Idaho liquor receipts	333,695	333,695	315,005	(18,690)
State highway user collections	732,461	732,461	920,439	187,978
Penalty and interest on property taxes	14,500	14,500	14,287	(213)
County court fines	65,000	65,000	88,529	23,529
Fees, fines and charges for services:				
Library Fines and Memberships	6,180	6,180	5,106	(1,074)
Park Rental Fees	25,000	25,000	28,781	3,781
Rodeo Park Fees	4,000	4,000	8,510	4,510
RV Dump Fees	1,500	1,500	1,032	(468)
Rubbish Bookkeeping Contract	124,124	124,124	131,404	7,280
Recycling Outreach Contract	25,201	25,201	21,901	(3,300)
Police Security Contracts	10,000	10,000	2,205	(7,795)
Police Security Contr-School	164,800	164,800	164,800	0
Room Lease/Rentals			12,298	12,298
Grants	0	0	0	0
Donations and contributions	18,000	18,000	155,088	137,088
Earnings on investments	175,000	175,000	461,742	286,742
Miscellaneous:				
Property Sales	5,000	5,000	1,200	(3,800)
Refunds and Reimbursements	15,000	15,000	48,907	33,907
Mutual Aid Reimbursements		0	160,291	160,291
Other	0	0	0	0
Total Revenue	<u>8,889,822</u>	<u>8,889,822</u>	<u>9,325,929</u>	<u>436,107</u>

CITY OF HAILEY, IDAHO
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual -- General Fund
for the year ended September 30, 2024

Continued.....

	Original Budget Amounts	Final Budget Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
EXPENDITURES:				
General Government:				
Legislative Department	681,045	681,045	540,792	140,253
Finance and Records	502,938	502,938	425,534	77,404
Community Development	760,702	760,702	640,750	119,952
Public Works	188,448	188,448	162,867	25,581
Public Safety:				
Police	2,071,822	2,071,822	2,107,238	(35,416)
Fire Protection	785,114	785,114	895,760	(110,646)
Streets	2,297,022	2,297,022	2,171,515	125,507
Library	826,402	826,402	879,699	(53,297)
Parks and Recreation	776,329	776,329	853,236	(76,907)
Total Expenditures	8,889,822	8,889,822	8,677,391	212,431
EXCESS REVENUE (EXPENDITURES)	0	0	648,538	648,538
OTHER FINANCING SOURCES (USES):				
Operating transfers from other funds				
Operating transfers (to) other funds	_____	_____	(1,000,000)	(1,000,000)
NET CHANGE IN FUND BALANCES	0	0	(351,462)	(351,462)
FUND BALANCE - BEGINNING	8,567,684	8,567,684	8,567,684	
FUND BALANCE - ENDING	\$ 8,567,684	\$ 8,567,684	\$ 8,216,222	

CITY OF HAILEY, IDAHO
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual -- Capital Improvement Fund
for the year ended September 30, 2024

	<u>Original Budget Amounts</u>	<u>Final Budget Amounts</u>	<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
REVENUE:				
Annexation Fees	\$ 0	\$ 0	\$ 0	\$ 0
In-Lieu Fees for Capital Projects	0	0	184,073	184,073
DIF Parks	0	0	129,704	129,704
DIF Transportation	0	0	239,129	239,129
DIF Fire and EMS	0	0	36,305	36,305
DIF CIP Cost	0	0	6,183	6,183
Property Sales	1,074,777	1,074,777	0	(1,074,777)
Earnings on investments	60,000	60,000	72,751	12,751
Grants and Contributions	0	0	813	813
Reimbursements and Other	0	0	1,412,505	1,412,505
	<u>1,134,777</u>	<u>1,134,777</u>	<u>2,081,463</u>	<u>946,686</u>
Total Revenue				
EXPENDITURES:				
General Government	795,718	795,718	518,383	277,335
Public Works				
Streets	3,098,902	3,098,902	1,578,468	1,520,434
Capital outlay	455,000	455,000	25,528	429,472
Parks and Recreation	380,000	380,000	272,170	107,830
Library	0	0	2,358	(2,358)
Fire Department	112,479	112,479	112,479	0
Police	68,200	68,200	68,200	0
	<u>4,910,299</u>	<u>4,910,299</u>	<u>2,577,586</u>	<u>2,332,713</u>
Total Expenditures				
EXCESS REVENUE (EXPENDITURES)	(3,775,522)	(3,775,522)	(496,123)	(1,386,027)
OTHER FINANCING SOURCES (USES):				
Operating transfers from other funds	0	0	1,000,000	1,000,000
Operating transfers (to) other funds	0	0	0	0
NET CHANGE IN FUND BALANCES	(3,775,522)	(3,775,522)	503,877	<u>\$ (386,027)</u>
FUND BALANCE - BEGINNING	<u>85,875</u>	<u>85,875</u>	<u>85,875</u>	
FUND BALANCE - ENDING	<u>\$ (3,689,647)</u>	<u>\$ (3,689,647)</u>	<u>\$ 589,752</u>	

CITY OF HAILEY, IDAHO
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual -- Debt Service Fund
for the year ended September 30, 2024

	<u>Original Budget Amounts</u>	<u>Final Budget Amounts</u>	<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
REVENUE:				
Property taxes	\$ 0	\$ 0	\$ 2,015	\$ 2,015
Local Option sales taxes				
Franchises, licenses, permits				
State of Idaho shared revenue				
State of Idaho sales tax				
State of Idaho liquor receipts				
State highway user collections				
Penalty and interest on property taxes	0	0	0	0
County court fines				
Fees, fines and charges for services				
Grants and contributions				
Earnings on investments	0	0	4,409	4,409
Miscellaneous - Sale of G.O. Bonds				
	<u>0</u>	<u>0</u>	<u>6,424</u>	<u>6,424</u>
Total Revenue	<u>0</u>	<u>0</u>	<u>6,424</u>	<u>6,424</u>
EXPENDITURES:				
General Government				0
Public Safety				
Streets				
Capital outlay				
Parks and Recreation				
Transportation				
Affordable Housing				
Debt Service				0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
EXCESS REVENUE (EXPENDITURES)	0	0	6,424	6,424
OTHER FINANCING SOURCES (USES):				
Operating transfers from other funds				
Operating transfers (to) other funds	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
NET CHANGE IN FUND BALANCES	0	0	6,424	<u>\$ 6,424</u>
FUND BALANCE - BEGINNING	<u>89,712</u>	<u>89,712</u>	<u>89,712</u>	
FUND BALANCE - ENDING	<u>\$ 89,712</u>	<u>\$ 89,712</u>	<u>\$ 96,136</u>	

CITY OF HAILEY, IDAHO
PUBLIC EMPLOYEE PENSION INFORMATION
For the year ended September 30, 2024

Required Supplementary Information

Schedule of Employer's Share of Net Pension Liability
PERSI - Base Plan
Last 10 - Fiscal Years

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Employer's portion of the net pension liability	0.0897437%	0.0902462%	0.0922113%	0.0967492%	0.0963027%
Employer's proportionate share of the net pension liability (asset)	\$ 1,024,399	\$ 1,331,148	\$ 1,449,403	\$ 1,961,255	\$ 1,268,150
Employer's covered-employee payroll	\$ 3,112,591	\$ 2,925,478	\$ 2,880,645	\$ 2,731,511	\$ 2,776,130
Employer's proportional share of the net pension liability (asset) as a percentage of its covered-employee payroll	32.91%	45.50%	50.32%	71.80%	45.68%
Plan fiduciary net position as a percentage of the total pension liability	93.79%	91.69%	90.68%	87.26%	91.38%
	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Employer's portion of the net pension liability	0.0956485%	0.0970666%	0.0900305%	0.0853995%	0.0864362%
Employer's proportionate share of the net pension liability (asset)	3,577,871	3,873,607	3,546,083	(67,447)	2,007,163
Employer's covered-employee payroll	4,472,426	4,128,931	3,592,957	3,128,381	3,283,689
Employer's proportional share of the net pension liability (asset) as a percentage of its covered-employee payroll	80.00%	93.82%	98.70%	-2.16%	61.13%
Plan fiduciary net position as a percentage of the total pension liability	85.54%	83.83%	83.09%	100.36%	88.22%

Data reported is measured as of June 30, 2024

Schedule of Employer's Contributions
PERSI - Base Plan
Last 10 - Fiscal Years

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Statutorily required contributions	\$ 356,050	\$ 334,781	\$ 329,831	\$ 312,849	\$ 312,981
Contributions in relation to the statutorily required contribution	\$ (356,050)	\$ (334,781)	\$ (329,831)	\$ (312,849)	\$ (312,981)
Contribution (deficiency) excess	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Employer's covered-employee payroll	\$ 3,112,591	\$ 2,925,478	\$ 2,880,645	\$ 2,731,511	\$ 2,776,130
Contributions as a percentage of covered-employee payroll	11.44%	11.44%	11.45%	11.45%	11.27%
	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Statutorily required contributions	539,720	497,734	441,362	382,559	375,475
Contributions in relation to the statutorily required contribution	(539,720)	(497,734)	(441,362)	(382,559)	(375,475)
Contribution (deficiency) excess	0	0	0	0	0
Employer's covered-employee payroll	4,472,426	4,128,931	3,592,957	3,128,381	3,283,689
Contributions as a percentage of covered-employee payroll	12.07%	12.05%	12.28%	12.23%	11.43%

**OTHER
SUPPLEMENTARY INFORMATION**

CITY OF HAILEY, IDAHO
Loan-Future Principal and Interest Requirements
at September 30, 2024

Annual Payment			
Interest Rate	Fiscal Year	Principal Payment	Interest Payment
Wastewater Revenue Bonds 2014 \$6,335,000, November 6, 2014 2.00% - 5.00%			
5.000%	2025	\$ 400,000	\$ 167,425
5.000%	2026	420,000	147,425
3.000%	2027	440,000	126,425
3.000%	2028	455,000	113,225
3.000%	2029	465,000	99,575
3.125%	2030	480,000	85,625
3.250%	2031	495,000	70,625
3.250%	2032	515,000	54,537
3.500%	2033	530,000	37,800
3.500%	2034	550,000	19,250
		\$ 4,750,000	\$ 921,912

The accompanying notes are a part of these financial statements.

CITY OF HAILEY, IDAHO
Loan-Future Principal and Interest Requirements
at September 30, 2024

Annual Payment			
Interest Rate	Fiscal Year	Principal Payment	Interest Payment
Water Revenue Refunding 2012 \$1,660,000, December 20, 2012 2.00% - 5.00%			
5.00%	2025	\$ 125,000	\$ 26,750
5.00%	2026	130,000	20,500
5.00%	2027	135,000	14,000
5.00%	2028	145,000	7,250
		\$ 535,000	\$ 68,500
		\$ 535,000	\$ 68,500

The accompanying notes are a part of these financial statements.

CITY OF HAILEY, IDAHO
Loan-Future Principal and Interest Requirements
at September 30, 2024

Annual Payment			
Interest Rate	Fiscal Year	Principal Payment	Interest Payment
Wastewater Revenue Bonds 2023			
\$5,765,000, November 28, 2023			
5.00%			
5.000%	2025	\$ 0	\$ 288,250
5.000%	2026	0	288,250
5.000%	2027	0	288,250
5.000%	2028	0	288,250
5.000%	2029	0	288,250
5.000%	2030	0	288,250
5.000%	2031	0	288,250
5.000%	2032	0	288,250
5.000%	2033	0	288,250
5.000%	2034	0	288,250
5.000%	2035	525,000	288,250
5.000%	2036	550,000	262,000
5.000%	2037	575,000	234,500
5.000%	2038	605,000	205,750
5.000%	2039	635,000	175,500
5.000%	2040	665,000	143,750
5.000%	2041	700,000	110,500
5.000%	2042	735,000	75,500
5.000%	2043	<u>775,000</u>	<u>38,750</u>
		<u>\$ 5,765,000</u>	<u>\$ 4,417,000</u>

The accompanying notes are a part of these financial statements.

2190 Village Park Avenue, Suite 300 • Twin Falls, ID 83301 • 208.733.1161 • Fax: 208.733.6100

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

January 21, 2025

To the City Council
City of Hailey, Idaho

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Hailey, Idaho, as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City of Hailey, Idaho's basic financial statements, and have issued our report thereon dated January 21, 2025.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Hailey, Idaho's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Hailey, Idaho's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Hailey, Idaho's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Hailey, Idaho's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Report Continued—

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Workman & Company

WORKMAN AND COMPANY
Certified Public Accountants
Twin Falls, Idaho

Return to Agenda

AGENDA ITEM SUMMARY

DATE: 03/10/2025 **DEPARTMENT:** Community Development **DEPT. HEAD SIGNATURE:** RD

SUBJECT: Consideration of a City-Initiated Text Amendment to amend the Hailey Municipal Code, Title 17: Zoning Regulations, Chapters 17.02 Definitions, and 17.02.020: Meaning of Terms or Words, to add new definitions to Title 17, as well as to modify and clarify existing definitions.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code Title 17
(IF APPLICABLE)

BACKGROUND: The content of a municipal code should be evolving and community-affirming. A code, allowed to become stagnant, cannot serve its purpose effectively. Citizens, business owners, developers, and municipal officials need a code that is accurate, easy to understand, and enforceable. In an effort to continue to retain clarity, accurateness, and timelessness, City Staff are proposing amendments to existing definitions, or the addition of terms, to Title 17: Zoning Regulations, Chapter 17.02: Definitions, of Hailey’s Municipal Code.

The specific objective of the proposed amendment is to modify, clarify, and further define existing and new definitions to Title 17: Zoning Regulations. A draft Ordinance, noting the proposed amendments and/or modifications, is attached hereto.

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)

___ 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 approve and conduct a first reading of Ordinance No. _____, an Ordinance amending the Hailey Municipal Code, Title17, Definitions; 17.02, and 17.02.020: Meaning of Terms or Words, finding that essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services, that the proposed uses are compatible with the surrounding area, and that the proposed amendment will promote the public health, safety and general welfare, an read by title only.

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:

Motion Language:

Approval: Motion to approve and conduct a first reading of Ordinance No. _____, an Ordinance amending the Hailey Municipal Code, Title17, Definitions; 17.02, and 17.02.020: Meaning of Terms or Words, finding that essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services, that the proposed uses are compatible with the surrounding area, and that the proposed amendment will promote the public health, safety and general welfare, an read by title only.



Staff Report
Hailey City Council
Meeting of March 10, 2025

To: Hailey City Council
From: Ashley Dyer, City Planner

Overview: Consideration of a City-Initiated Text Amendment to amend the Hailey Municipal Code, Title 17: Zoning Regulations, Chapters 17.02 Definitions, and 17.02.020: Meaning of Terms or Words, to add new definitions to Title 17, as well as to modify and clarify existing definitions.

Hearing March 10, 2025

Applicant: City Staff

Notice: Notice for the public hearing was published in the Idaho Mountain Express and mailed to public agencies on February 19, 2025.

Background: The content of a municipal code should be evolving and community-affirming. A code, allowed to become stagnant, cannot serve its purpose effectively. Citizens, business owners, developers, and municipal officials need a code that is accurate, easy to understand, and enforceable. In an effort to continue to retain clarity, accurateness, and timelessness, City Staff are proposing amendments to existing definitions, or the addition of terms, to Title 17: Zoning Regulations, Chapter 17.02: Definitions, of Hailey's Municipal Code.

The Planning and Zoning Commission held a public hearing on December 2, 2024. At this meeting, they provided refinements, edits, and suggestions to Staff. The Commission tabled the item and requested that Staff return with a clean version of the Draft Ordinance.

Staff returned before the Commission with a revised version of the Draft Ordinance on January 6, 2025. At this meeting they provided a few edits, mainly grammatical, which Staff have incorporated in the attached Draft Ordinance. The Commission unanimously recommended approval by the City Council the proposed Text Amendment amending Hailey's Municipal Code, Title 17: Zoning Regulations, Chapters 17.02 Definitions, and 17.02.020: Meaning of Terms or Words.

Specific amendments and/or additions to be considered include, but are not limited to:

Title 17: Zoning Regulations

Chapter 17.02: Definitions: The definitions have been added or modified to add full transparency and clarity, while refining the chapter to align with the State Code as applicable.

- **Definition Additions:**
- Clean Energy
- Covered Parking
- Deed Restriction
- Density
- Drought-tolerant

- Enclosed
- Floor Area Ratio
- Live/Work Units
- Lot Dimensions
- Outdoor Storage
- Parapet
- Parking Area
- Parking, Onsite
- Parking, Shared
- Parking, Street
- Parking Structure
- Perimeter
- Perimeter, Building
- Printing Services
- Recycling Center
- Swimming Pools
- Technological Development
- Transportation Services
- Underground Parking
- Unenclosed
- Warehouse

Definition Modifications:

- Apartment
- Building Footprint
- Commission
- Gross Floor Area
- Kitchen
- Lot Coverage
- Net Floor Area
- Office

Attachments:

- i. Draft Ordinance

Standards of Review:

Criteria for Review. Section 17.14.060(A) of the Hailey Municipal Code provides when evaluating any proposed amendment under this chapter, the hearing examiner or commission and council shall make findings of fact on the following criteria:

1. The proposed amendment is in accordance with the comprehensive plan;
2. Essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services;
3. The proposed uses are compatible with the surrounding area; and
4. The proposed amendment will promote the public health, safety, and general welfare.

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

Hailey’s Municipal Code should continue to address and promote the principles and lifestyle components that are most essential to our community’s identity. Hailey’s Code is the foundation from which our municipality and citizens begin a journey forward to a vibrant and thriving future. While Hailey’s Comprehensive Plan does not go into the specificity that this code section contemplates, it is anticipated that the City will continue to update, modify, redefine, define, and/or clarify definitions to guide development, land uses, and necessary infrastructure. The following goals from the Comprehensive Plan are relevant to this text change:

Section 3: Special Areas or Sites and Features

- 3.1 Assure the protection and preservation of Special Sites, area features to maintain a strong community identity for future generations
- 3.3 Protect the traditional Character and scale of the historic downtown and Main Street corridor.

Section 4: Recreation, Parks and Lands

- 4.1 Create and maintain interconnected systems of parks, recreation facilities, trails, green spaces and natural lands in order to provide diverse recreation opportunities for Hailey residents.

Section 5: Land Use, Population and Growth

- 5.1 Retain a compact City comprised a central downtown and surrounding diverse neighborhoods, areas of characteristics as depicted in the Land Use Map.
- 5.7 Encourage development at the densities allowed in the Zoning Code.

Section 6: Economic Development

- 6.1 Encourage a diversity of economic development opportunities within Hailey.

Section 7: Demographics, cultural Vitality and Social Diversity and Well-Being

- 7.1 Encourage a variety of projects and programs that meet the needs generated by various segments of the population, especially the needs of those who risk suffering effects of discrimination or are socially or economically disadvantaged.
- 7.2 Encourage projects and programs that seek to provide opportunities for cultural, cross-cultural and educational enrichment.

Section 8: Housing

- 8.1 Encourage development that provides opportunities for home ownership and rental homes for individuals and families of all socio-economic levels.

Section 9: Public Services, Facilities and Utilities

- 9.1 Plan for the long-term utilities, service and facility needs of the City while minimizing impacts to the greatest extent possible.

Section 10: Transportation

- 10.1 Create and maintain a pedestrian and bicycle-friendly community that provides a safe, convenient and efficient multi-modal transportation system for all Hailey residents.

2. Essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services.

The proposed amendment will not result in a change of allowed uses, nor will they create excessive additional requirements at public cost for services.

3. The proposed uses are compatible with the surrounding area; and

The proposed text amendment will not impact compatibility.

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

The proposed amendment will ensure overall compliance with Hailey’s Municipal Code, and a thorough understanding of the Terms and Meanings of Title 17’s Definitions. The amendments recommended are consistent with the Hailey Comprehensive Plan, and will have no impact on public health, safety, and general welfare.

Motion Language:

Approval: Motion to approve and conduct a first reading of Ordinance No. _____, an Ordinance amending the Hailey Municipal Code, Title17, Definitions; 17.02, and 17.02.020: Meaning of Terms or Words, finding that essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services, that the proposed uses are compatible with the surrounding area, and that the proposed amendment will promote the public health, safety and general welfare, an read by title only.

Denial: Motion to deny Ordinance No. _____, an Ordinance amending the Hailey Municipal Code, Title17, Definitions; 17.02, and 17.02.020: Meaning of Terms or Words, finding that _____ [the 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].

HAILEY ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING THE HAILEY MUNICIPAL CODE, TITLE 17: ZONING REGULATIONS, CHAPTER 17.02: DEFINITIONS; TO ADD NEW DEFINITIONS, AS WELL AS TO MODIFY AND CLARIFY EXISTING DEFINITIONS; 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 changes proposed will address supplemental design and quality of life with the intent of reinforcing the following statements and goals contained within the Comprehensive Plan:

Section 3: Special Areas or Sites and Features

- 3.1 Assure the protection and preservation of Special Sites, area features to maintain a strong community identity for future generations.
- 3.3 Protect the traditional Character and scale of the historic downtown and Main Street corridor.

Section 4: Recreation, Parks and Lands

- 4.1 Create and maintain interconnected systems of parks, recreation facilities, trails, green spaces and natural lands in order to provide diverse recreation opportunities for Hailey residents.

Section 5: Land Use, Population and Growth

- 5.1 Retain a compact City comprised a central downtown and surrounding diverse neighborhoods, areas of characteristics as depicted in the Land Use Map.
- 5.7 Encourage development at the densities allowed in the Zoning Code.

Section 6: Economic Development

- 6.1 Encourage a diversity of economic development opportunities within Hailey.

Section 7: Demographics, cultural Vitality and Social Diversity and Well-Being

- 7.1 Encourage a variety of projects and programs that meet the needs generated by various segments of the population, especially the needs of those who risk suffering effects of discrimination or are socially or economically disadvantaged, that educate, elevate and empower those at risk.
- 7.2 Encourage projects and programs that seek to provide opportunities for cultural, cross-cultural and educational enrichment.

Section 8: Housing

- 8.1 Encourage development that provides opportunities for home ownership and rental homes for individuals and families of all socio-economic levels.

Section 9: Public Services, Facilities and Utilities

- 9.1 Plan for the long-term utilities, service and facility needs of the City while minimizing impacts to the greatest extent possible.

Section 10: Transportation

- 10.1 Create and maintain a pedestrian and bicycle-friendly community that provides a

safe, convenient and efficient multi-modal transportation system for all Hailey residents.

WHEREAS, the changes proposed will provide citizens, business owners, developers, and municipal officials with a code that is accurate, easy to understand, and enforceable.

WHEREAS, the modification of certain zoning definitions will better align with the Idaho State Code;

WHEREAS the text set forth in this ordinance will promote 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. Chapter 17.02.20, Meaning of Terms or Words of the Hailey Municipal Code is hereby amended by the addition of the underlined language and deletion of the stricken language, as follows:

17.02.010: INTERPRETATION OF TERMS OR WORDS:

~~Words and phrases used in this title shall have the meanings set forth in this chapter.~~ Words and phrases used in this title, or referenced in this title, but defined in Titles 16 and/or 18, shall have the meanings set forth in this and/or those sections. All other words and phrases shall be given their common, ordinary meaning, unless the context clearly requires otherwise. The present tense includes the future tense, the singular includes the plural, and the plural number includes the singular, unless the context clearly indicates otherwise. For the purpose of this title, certain terms or words used herein shall be interpreted as follows:

~~**ALLEY:** A minor way which is used primarily for vehicular service access to the back or the side of properties otherwise abutting on a street.~~ Refer to Section 16.0, Definitions, for a detailed definition.

~~**APARTMENT:** A residential unit that is part of one (or several) residential buildings, with its own entrance, living area, bathroom, and kitchen. Apartments are typically one-story units within a multi-family building or development. multiple family dwelling containing three (3) two (2) or more dwelling units in which all.~~ Regardless of a unit type, the unit which may be occupied by the owner, are or may be rented or leased.

~~**BUILDING FOOTPRINT:** The area of the lot or parcel which is within the perimeter created by a vertical extension to the ground of the exterior walls of all enclosed portions of a building, also including attached garages, carports and porte cocheres, enclosed decks, enclosed porches, solariums and similar enclosed extensions, attachments and accessory annexes. Not included in the footprint are unenclosed portions or extensions of buildings, including, but not limited to, unenclosed decks, porches, eaves and roof overhangs.~~ The area of the lot which is within the perimeter created by a vertical extension to the ground of the exterior walls of all enclosed portions of a building, including all attached structures, enclosed decks and porches, and accessory structures. Enclosed projections and other like features, located/constructed on upper levels, shall also be included within the building footprint.

~~**CLEAN ENERGY:** A form of stationary energy that is derived from sources that produce little to no greenhouse gas emissions or other harmful pollutants when generating power.~~ Clean energy includes solar, wind, hydroelectric, geothermal, and nuclear power sources.

COMMISSION: The governing body of the City of Hailey, Idaho, maintaining the power to make decisions or recommendations. Commissions for the City of Hailey, Idaho include the Hailey Arts and Historic Preservation Commission and the Hailey Planning and Zoning Commission.

COVERED PARKING: Covered parking refers to any parking space that has a roof or structure shielding it from the elements.

DEED RESTRICTION: A method by which occupancy and resale of real property is controlled in a deed to create community housing units. A permanent restriction on the use, occupancy, and transfer of real property that runs with the land and is recorded against the property in the Blaine County Clerk and Recorder's office.

DENSITY: A unit of measurement; the number of dwelling units per acre of land area.

DROUGHT TOLERANT: Plants or other organic matter that can survive in conditions where there is less precipitation than expected. Drought-tolerant plants can withstand long periods of dryness without deterioration, and can go several weeks, or even an entire season, between deep waterings.

ENCLOSED: An enclosed area is defined as any space between a floor and ceiling that is bound on all sides by walls, doorways, or windows. This includes, but not limited to, retractable dividers, garage doors, or other physical barriers to light or air.

GROSS FLOOR AREA: The gross area included within the surrounding exterior walls of a building or portion thereof, including all floor levels, exclusive of vent shafts, outdoor courts, attics or garages, or other enclosed automobile parking areas subject to the following restrictions:

A. The basement of a single or multiple family dwelling is not included as floor area; and

B. The basement of any other building is included as floor area. The floor area within the inside perimeter of the exterior walls of the building, exclusive of vent shafts and open courts, without deduction for corridors, stairways, ramps, closets, the thickness of interior walls, columns or other features. The floor area of a building, or portion thereof, not provided with surrounding exterior walls shall be the usable area under the horizontal projection of the roof or floor above.

KITCHEN: A room or area for storage, preparation and cooking food. A room or other portion of a structure intended for cooking food, which at a minimum, contains a functioning sink, refrigerator, and cooking facilities to include a range or built in cooktop.

LIVE/WORK UNITS: A dwelling unit in which a significant portion of the space includes a nonresidential use that is operated by the tenant. Live/work units are held jointly in common ownership and the live and workspaces cannot be sold or platted as separate condominiums, as documented with a City-approved restrictive covenant recorded against the property.

LOT: Plot, parcel or tract of land with fixed boundaries of sufficient size to meet minimum zoning requirements for use, coverage and area, and to provide such yards and other open spaces as are herein required. Such lot may consist of:

A. A single lot of record;

B. A combination of complete lots of record or portions of lots of record. Refer to Section 16.0, Definitions, for a detailed definition.

LOT COVERAGE: The percent of the total lot area included within the footprint of all buildings. The area of a lot occupied by the primary building(s) and any accessory building(s).

LOT DIMENSIONS: Lot dimensions are the measurements of a piece of land, including its area, depth, width, and frontage. Refer to Section 16.0, Definitions, for a detailed definition.

NET FLOOR AREA: The actual occupied area of a building, not including unoccupied accessory areas such as corridors, stairways, ramps, toilet rooms, mechanical rooms and closets.

OFFICE: A room or part of a building in which people conduct business and service operations, generally at desks with computers and phones. Offices, as a secondary use may be paired with medical services, personal services, skilled construction and industrial trades, and more.

A room or group of rooms used for conducting a business, profession, service, industry or government.

OUTDOOR STORAGE: An area designated on a property for the storage of items owned by the occupants of the property and screened from view of the public street by an acceptably designed landscape buffer or fence.

PARAPET: A low wall that extends above the roofline, often decorated with architectural details such as cornices.

PARK: A parcel of land dedicated to the city or privately owned and clearly accessible to the public free of charge for nonexclusive recreation and/or cultural use. A park is maintained for the primary purposes of diverse recreational and social opportunities. A park may include one of the following: Refer to Section 16.0, Definitions, for a detailed definition.

PARK, MINI: A parcel of land, between one fourth ($\frac{1}{4}$) acre and one acre in size, that is privately owned and maintained, unless otherwise allowed by the council, but that is used for nonexclusive public recreation and/or cultural purposes. Refer to Section 16.0, Definitions, for a detailed definition.

PARK, NEIGHBORHOOD: A parcel of land generally one or more acres in size dedicated to the city for nonexclusive public recreation and/or cultural use. Refer to Section 16.0, Definitions, for a detailed definition.

PARK, CULTURAL SPACE: A parcel of land less than one fourth ($\frac{1}{4}$) acre in size and located in the business (B), limited business (LB) and transitional (TN) zoning districts, that is privately owned and maintained but that is used for nonexclusive public recreation and/or cultural purposes. A park/cultural space may include courtyards, plazas, gardens, expanded sidewalks and covered areas, provided access to the park/cultural space is available from a public street or property and is normally open to the exterior (e.g., not enclosed in a building). Refer to Section 16.0, Definitions, for a detailed definition.

PARKING AREA: An area provided for the parking of motor vehicles and may include aisles, parking spaces, pedestrian walkways, and ingress and egress lanes, but shall not include any part of a public street, alley, public right-of-way, or fire access lane.

PARKING, ONSITE: The area not located on any public or private street, access easement or alley to be used for the transient storage of private passenger vehicles, and of appropriate dimension according to this title for parking stall, access drives and aisles.

PARKING, SHARED: The provision that two or more uses which are within close proximity may share parking facilities to fulfill their individual parking requirements because their prime operational hours do not overlap or conflict.

PARKING, STREET: The designated area for parking a vehicle on the side of a public road or street.

PARKING STRUCTURE: A building, or portions of a building used to store or park motor vehicles and can be either above or below ground.

PERIMETER, BUILDING: The total length of the exterior walls of a building, measured at ground level. It's a horizontal line that includes all the constructed parts of a building's floor, as well as any areas covered by a roof or floor above. The total length of its boundary from the outer edge of the exterior foundation or surface of the stud, whichever is larger.

PERIMETER, LOT: The outer edge of an area of land or the border around it.

PHASED DEVELOPMENT: Development of a parcel of land in stages, either as a series of subdivisions or as a single parcel, with construction of buildings and/or improvements over a series of years.

PRINTING SERVICES: Those activities relating to the work of the printing, publishing or graphic arts industries.

RECORD GRADE: The natural grade existing prior to any site preparation, grading or filling, unless a new record grade is approved at the time of subdivision approval and noted on the filed preliminary or final plat. Refer to Section 16.0, Definitions, for a detailed definition.

RECYCLING CENTER: A facility designed to be a collection point where only recyclable materials are sorted and/or temporarily stored prior to delivery to a permanent disposal site, or shipment to others for reuse, and/or processing into new products. This shall not include junkyards or wrecking yards.

SIDEWALK: A pathway for nonmotorized vehicles, normally designated for pedestrians and which is usually separated from streets by curb and/or landscaping. Refer to Section 16.0, Definitions, for a detailed definition.

STREET: A strip of land which provides access to abutting property. Refer to Section 16.0, Definitions, for a detailed definition.

STREET, PRIVATE: A street which provides public and emergency vehicular and public pedestrian access but is not accepted for a dedication or maintenance by the City and will be owned and maintained by a private entity, owners' association or person(s). Refer to Section 16.0, Definitions, for a detailed definition.

STREET, PUBLIC: Land, property or interest therein, usually in a strip, acquired for or devoted to public vehicular and public pedestrian access. Refer to Section 16.0, Definitions, for a detailed definition.

SWIMMING POOLS: A permanent structure, whether above or below grade level, designed to hold water more than 30 inches deep and to be used for recreational purposes, the placement shall comply with the underlying zoning requirements.

TECHNOLOGICAL DEVELOPMENT: The process of creating new technologies or improving existing ones through research and innovation. It can also refer to the systematic use of scientific, technical, economic, and commercial knowledge to meet specific business objectives.

TRANSPORTATION SERVICES: A service that transports a rider from one place to another through the use of a provider's vehicle and driver.

UNDERGROUND PARKING: A parking area that is located entirely below ground level, typically beneath a building, offering complete protection from weather and often providing a more discreet parking option

UNENCLOSED: Refers to an area or space that is not completely surrounded by walls and is open to the surrounding environment. Examples of unenclosed features include balconies, porches, open walkways or open courts that may have a roof but lack walls on all sides.

WAREHOUSE: A facility for the use of dry/cold storage, wholesale, and the distribution of manufactured products, supplies, and equipment, excluding storage of materials that are flammable or explosive or that present hazards or conditions commonly recognized as offensive. A warehouse is defined by building codes as a separate building or part of a building that is used for warehousing operations.

Section 2. Severability Clause: Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

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

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

PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL AND APPROVED BY THE MAYOR THIS ___ DAY OF _____, 2025.

Martha Burke, Mayor, City of Hailey

Attest:

Mary Cone, City Clerk

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AGENDA ITEM SUMMARY

DATE: 3/10/2025 **DEPARTMENT:** CDD/Admin **DEPT. HEAD SIGNATURE:** LH

SUBJECT: Review of feedback from public workshop regarding 43 Broadford Road Land Use Options and next steps

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The City purchased 43 Broadford in December 2024. Several options were developed for consideration, and a public workshop was conducted. These include:

- Locate a new Water Department Building on portion of the property, with workforce housing on the other portion.
- Utilize the entire site for workforce housing.

On February 6, 2025 Bliss Architecture presented these possible options in a public workshop as shown on the attached plans.

The five (5) public attendees at the workshop heavily leaned towards using the full property for community workforce housing.

The council can provide input at this point before staff proceeds.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
Budget Line Item # _____ YTD Line-Item Balance _____
\$ _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

___ City Attorney City Clerk ___ Engineer ___ Building ___ Library ___ X ___ CD
___ Fire Dept. ___ P & Z Commission ___ Police ___ Streets ___ Public Works, Parks ___ Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion Language:

No motion needed; this is a discussion item for tonight.

ACTION OF THE CITY COUNCIL:

Date _____ City Clerk _____

FOLLOW-UP:

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



OPTION 1: EXISTING SITE & RESIDENCE

PN
 CONCEPTUAL MASTER PLAN
 SCALE: 1" = 20'-0"



OPTION 2: MIXED-USE - EXISTING RESIDENCE + WATER DIVISION BUILDING

PN
 CONCEPTUAL MASTER PLAN
 SCALE: 1" = 20'-0"



OPTION 3: MIXED-USE - NEW HOUSING + WATER DIVISION BUILDING

PN
 CONCEPTUAL MASTER PLAN
 SCALE: 1" = 20'-0"



OPTION 4: MIXED-USE - NEW HOUSING + WATER DIVISION BUILDING

PN
 CONCEPTUAL MASTER PLAN
 SCALE: 1" = 20'-0"



OPTION 5: EXISTING RESIDENCE + NEW HOUSING

PN
 CONCEPTUAL MASTER PLAN
 SCALE: 1" = 20'-0"



OPTION 6: NEW HOUSING

PN
 CONCEPTUAL MASTER PLAN
 SCALE: 1" = 20'-0"

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