AGENDA ITEM SUMMARY

DATE: 08/16/2011 **DEPT.:** Public Works / Admin **DEPT. HEAD SIGNATURE:**

SUBJECT:

Idaho Department of Lands / Community Transportation Enhancement (CTE) Grant
E.W. Fox Demonstration Garden
Final Report and Request for Reimbursement / Closeout

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The final report and request for reimbursement to closeout the Idaho Department of Lands CTE grant for the E.W. Fox Demonstration Garden is attached. At this time, Public Works and Administration request authorization for Mayor Davis to sign the reimbursement request form.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:
Motion to authorize Mayor Davis to sign the reimbursement request form.

ADMINISTRATIVE COMMENTS/APPROVAL:
City Administrator _____ Dept. Head Attend Meeting (circle one) Yes No

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ACTION OF THE CITY COUNCIL:
Date _____
City Clerk _____

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

City of Hailey

115 MAIN STREET SOUTH, SUITE H
HAILEY, IDAHO 83333

(208) 788-4221
Fax: (208) 788-2924

E.W. Fox Demonstration Garden

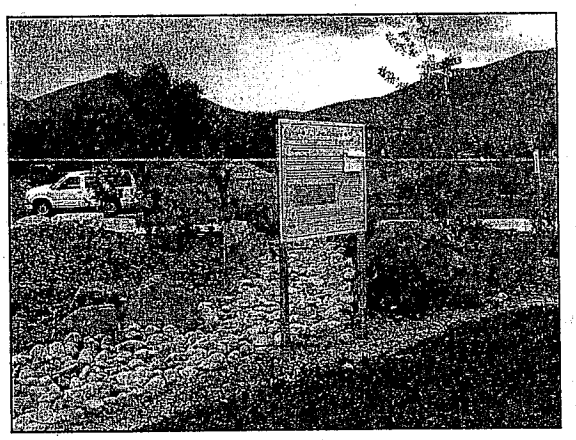
Final Report & Reimbursement Request

August 19, 2011

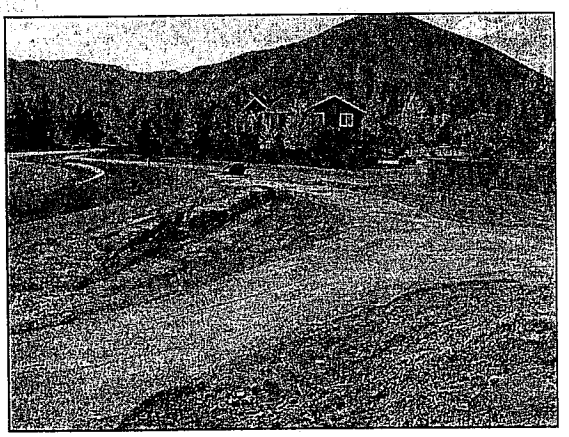
Grant No.: 009-CTE-J
Award: $30,000

Project Manager: Tom Hellen
Email: tom.hellen@haileycityhall.org
Phone: (208) 788-4221, ext. 14

Grant Admin: Tracy Anderson
Email: tracy.anderson@haileycityhall.org
Phone: (208) 788-4221, ext. 26



Project Description: The E.W. Fox Demonstration Garden is a water-conserving, low maintenance landscape displaying drought tolerant and native species appropriate for planting in and around the City of Hailey. The garden provides habitat for "Watchable Wildlife" and particularly for bird species by including diverse tree, shrub and perennial species. The garden includes botanical markers, "how-to" gardening interpretive signs, an entryway information sign, solar power for the drip irrigation system, benches, a dry streambed and three pathways made from distinct reclaimed materials. The *E.W. Fox Demonstration Garden Interpretive Guide & Plant List* (copy attached) provides more detail for garden visitors.



Project Accomplishments: The implementation of the project began in late 2009, upon grant award by the Idaho Department of Lands. The winter of 2009/2010 was spent planning for the 2010 construction and planting season. By late fall of 2010, the following tasks were accomplished:

- Preparation of the site, including final site grading, spiral pathway installation, and soil top dressing for mounded topography
- Installation of drip irrigation infrastructure with solar power for irrigation clock
- Installation of a wall made of repurposed chunks of sidewalk
- Installation of trees and shrubs
- Creation of project web page

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The winter of 2010/2011 was spent planning for the 2011 planting season and planning for all of the interpretive signage and interpretive guide. By July 31, 2011, the following tasks were accomplished:

- Installation of dry streambed
- Installation of remaining drip irrigation infrastructure
- Installation of grasses and perennials
- Application of mulch to all plants and mounds
- Design, fabrication and installation of 7 interpretive signs
- Design, fabrication and installation of 1 entry/informational sign
- Design, fabrication and installation of 23 botanical markers
- Installation of benches, rubbish receptacle and dog waste station
- Design and publication of the *E.W. Fox Demonstration Garden Interpretive Guide & Plant List*

Problems/Difficulties and How They Were Handled:
The project experienced some difficulties, outlined here:

- The project took longer to complete than anticipated, and in September of 2010, Hailey requested – and received – an extension of the project to July 31, 2011.
- When bids were received for trees, shrubs, perennials and grasses, a number of substitutions were made on the bid form by the successful bidder. In September 2010, Hailey requested – and received – approval of the substituted tree and shrub material. However, Hailey overlooked requesting approval for the changes in perennial and grass materials. Therefore, the perennials and grasses planted on site are somewhat different than those listed in the original grant application.
- In the final push to complete the project, the aforementioned substitutions proved problematic due to miscommunication within the project team. This led to 10 species being planted for which no botanical markers were made. Ten new botanical markers will be produced and installed in September/October 2011. Another result of this miscommunication is that

115 MAIN STREET SOUTH, SUITE H
HAILEY, IDAHO 83333

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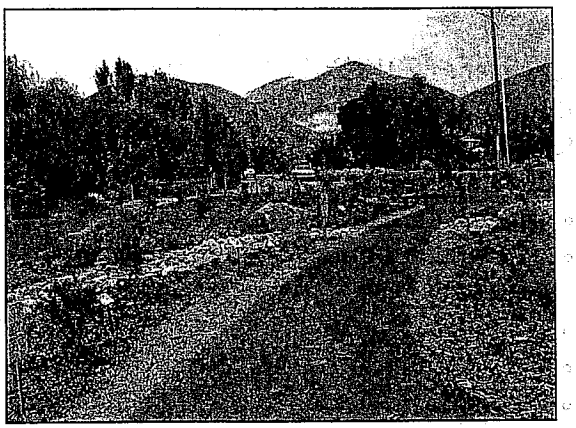
corrections will need to be made to the *E.W. Fox Demonstration Garden Interpretive Guide & Plant List.* The city plans to use the existing guide until next fall, when a corrected guide will be produced. (The financial reporting forms reflect pricing for the correct 23 botanical markers that are installed.)

- Five Rocky Mountain Junipers were planted in fall 2010. Unfortunately, the burlap was never removed from the root ball, and the Junipers did not survive. Those five junipers will be replaced this fall.



Success of the Project: The E.W. Fox Demonstration Garden is a definite success. On July 23, the garden was featured in the Hailey Garden Tour, a major fundraiser for the Hailey Public Library. A copy of the poster for the tour, as well as a story that ran in the local newspaper, are attached. City staff and garden volunteers have had much positive feedback on the garden.

The Hailey Parks Foundation has already secured the services of a gardener to care for the garden for two years. Prior to the Hailey Garden Tour, this new gardener came in and did some deadheading and tidying up so the garden would look its best for the tour!

Idaho Department of Lands
Community Transportation Enhancement (CTE)

Grant No. 09-CTE-J
Award: $30,000.00
Amount Requested $ 26,797.98

Reimbursement Request Form for 2009-2010 Grants

Grantee Information

Contact Person
Tom Hellen
Public Works Director

City Mailing Address:
115 Main Street., S. Suite H
Hailey, Idaho 83333

Phone: 208-788-4221, Ext. 14
208-788-2679
Fax: 208-788-2924
Email: tom.hellen@haileycityhall.org

Project Expenditures	Previous Amount			Current Period			Total To Date
	Reimbursement Requested [1, 2]	City Cash	Donated & In-Kind	Reimbursement Requested [1,2]	City Cash	Donated & In-Kind	
Personnel (salaries/wages/ fringe)					3,792.69	837.50	4,630.19
Operating Expenditures (travel, supplies, trees, equipment rental, etc.)				6,364.65	2,792.95	1,800.00	10,957.60
Contracted Professional Services (as indicated in approved application)				20,433.33	3,517.71		23,951.04
Total				**26,797.98**	**10,103.35**	**2,637.50**	**39,538.83**

[1] Only 20% of *grant funds* may be used for hardscape (including low-output tree irrigation) and related costs. Your proof of payment attachments must clearly indicate which costs are for hardscape.

[2] Grant funds cannot be used for regular personnel costs of city employees.

Grant Payment Requested Now **$26,797.98**

Project grant funds are distributed on a reimbursement basis. Project expenses for which you will seek reimbursement must be incurred after December 1, 2009 and no later than December 31, 2010. Reimbursement requests may be submitted quarterly or at the completion of the project.

Supporting documentation for all reimbursable expenditures and the required minimum 10% cash match by grantee must be attached. **Proof of such match must be submitted in the form of copies of paid receipts/invoices, with check numbers indicated or with photocopy of checks. In addition to these documents, submit the *Grant Expenditure Documentation Form* and if relevant, the *Grant Recipient Labor Worksheet* (see attached). You can use your own forms if they contain the same information.**

Additionally, a narrative project status report, and a list (if not clearly stated on invoice) of all plant materials purchased and planted must be attached. All expenditures must be in compliance with federal cost principles and the State of Idaho Purchasing regulations.

I certify, to the best of my knowledge and belief, that the data above are correct and all expenditures have been made in accordance with the MOU conditions and that any requested payment is due and has not been previously requested.

Signature of Authorized City Official	Mayor Title	August 23, 2011 Date

Richard L. Davis
Typed/Printed Name

AGENDA ITEM SUMMARY

DATE: 8/22/11 **DEPARTMENT:** PW – City Hall **DEPT. HEAD SIGNATURE:** _____

SUBJECT: Consideration of bids for Fox Building HVAC system improvements, authorizing city staff to prepare an agreement with Western States Geothermal for the work to be completed under the EECBG grant which will fund $50,000 of the estimated $89,481 project.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

With the Regional EECBG Grant received in 2009 the City of Hailey received $50,000 for energy efficiency work on city facilities. The Regional Grant team chose McKinstry as the consultant to research possible energy improvements for city facilities. City staff used this research to prepare a design-build RFP for the replacement of the 28 year old HVAC units on the roof of City Hall. Three bids were received on August 10, all from local contractors, presenting options for the replacement work. The bids were reviewed by Mariel Platt & Tom Hellen and discussed with Heather Dawson for final recommendation.

Attached are spreadsheets and the point calculations for the three bids. As shown the high score by both Mariel and Tom was for Western States Geothermal. The higher SEER (Seasonal Energy Efficiency Rating) value, 15 vs our current 9, and the temperature control system were of particular desirability in their proposal.

This project will also be eligible for an Idaho Power Easy Upgrades Rebate of between $3,000 - $4,800. Mariel has already been in contact with Idaho Power on this rebate.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle #_____
Budget Line Item #_____ YTD Line Item Balance $_____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: Tom Hellen Phone # 788-9830 Ext 14
Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:
Date _____

City Clerk _____

FOLLOW-UP:
*Ord./Res./Agmt./Order Originals: Record
Copies (all info.):
Instrument # _____

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

Draft 12-30-03

Base Price + Alternatives	High Country	Western States	Thornton
Base Price - High Country	$81,265		
Alt. #1 - Add Economizers	$9,550		
Alt #2 - Add 4-zone controls for clerk's offices	$3,200		
Alt #3 - Add 2-zone controls for police/meeting room	$2,000		
Alt #4 - Deduct to remove independent TAB	-$2,250		
Alt #5 - Deduct to remove payment & performance Bonds	-$4,875		
Include all alternatives	$88,890		
Include Alt #1	$90,815		
Include Alt #1, #2 & #3	$96,015		
Include Alt #1 & #4	$88,565		
Include Alt #1, #4 & #5	$83,690		
Base Price - Western States		$89,481	
Alt #1 - Additional Electric Back-up heat		$2,850	
Alt #2 - Add 3rd Party TAB		$4,826	
Alt #3 - Add Web Access Interface for Controls		$5,600	
Include all alternatives		$102,757	
Include Alt #1 & 2		$97,157	
Include Alt #2		$94,307	
Base Price - Thornton			$99,875
No alternatives			

Description	Life Cycle Costs
High Country - Base	$171,948
HC - Include Alt #1, #4 & #5	$174,187
Western States - Base	$178,167
HC - Include Alt #1 & #4	$179,946
HC - Include all alternatives	$180,276
HC - Include Alt #1	$181,307
WS - Include Alt #2 - to match bid requirements	$183,355
WS - Include Alt #1 & 2	$186,195
HC - Include Alt #1, #2 & #3	$186,507
Thornton - Base	$186,990
WS - Include all alternatives	$191,805
Notes:	
Assumed life cycle is 12 years	
High Country Heating base bid does not include economizers so it is removed from consideration (economizers let in cool outside air instead of running the A/C system)	
High Country Heating with Alt's #1, 4 & 5 does not provide controls for some city hall areas as compared to other proposals	

Life Cycle Cost Estimate for 10 ENERGY STAR Qualified Air Source Heat Pumps Base Bids			
	High Country	**Western States**	**Thornton**
Annual Operating Costs			
Energy Cost	$9,737	$9,450	$9,283
Energy Consumption (kWh)	*108,194*	*104,998*	*103,142*
Maintenance Cost	$0	$0	$0
Total	**$9,737**	**$9,450**	**$9,283**
Life Cycle Costs			
Operating Costs (energy & Mtce)	$91,386	$88,687	$87,120
Energy Costs	$91,386	$88,687	$87,120
Energy Consumption (kWh)	*1,288,402*	*1,259,977*	*1,237,709*
Maintenace Costs	$0	$0	$0
Purchase Price for 10 units	$81,265	$89,480	$99,870
Total	**$172,651**	**$178,167**	**$186,990**
Simple Payback (years)	**7.8**	**9.5**	**>12**

Life Cycle Cost Estimate for 10 ENERGY STAR Qualified Air Source Heat Pumps Preferred Alternatives			
	High Country - Include all alternatives	**Western States - Base Bid**	**Thornton - Base Bid**
Annual Operating Costs			
Energy Cost	$9,737	$9,450	$9,283
Energy Consumption (kWh)	*108,194*	*104,998*	*103,142*
Maintenance Cost	$0	$0	$0
Total	**$9,737**	**$9,450**	**$9,283**
Life Cycle Costs			
Operating Costs (energy & Mtce)	$91,386	$88,687	$87,120
Energy Costs	$91,386	$88,687	$87,120
Energy Consumption (kWh)	*1,288,402*	*1,259,977*	*1,237,709*
Maintenace Costs	$0	$0	$0
Purchase Price for 10 units	$88,890	$89,480	$99,870
Total	**$180,276**	**$178,167**	**$186,990**
Simple Payback (years)	**>12**	**9.5**	**>12**

MARKEL

COMPANY	ENERGY EFFICIENCY 40 POINTS	PRICE 25 POINTS	PROJECT APPROACH & SCHEDULE 15 POINTS	QUALIFICATIONS OF PROJECT TEAM 10 POINTS	RELEVANT EXPERIENCE 10 POINTS	TOTAL
High Country Heating	37	23	15	9	8	92
Thornton Heating & Sheetmetal	35	23	15	7	5	85
Western States Geothermal	40	25	15	8	7	95

TOM

COMPANY	ENERGY EFFICIENCY 40 POINTS	PRICE 25 POINTS	PROJECT APPROACH & SCHEDULE 15 POINTS	QUALIFICATIONS OF PROJECT TEAM 10 POINTS	RELEVANT EXPERIENCE 10 POINTS	TOTAL
High Country Heating	36	25	15	10	10	96
Thornton Heating & Sheetmetal	35	22.16	13	10	10	90.16
Western States Geothermal	40	24.74	14	8	10	96.74

NOTES:

PROJECT APPROACH & SCHEDULE:
HIGH COUNTRY LEAVES UNITS IN PLACE INSTEAD OF WHOLESALE REPLACEMENT
WESTERN STATES GEOTHERMAL REPLACES CONTROL SYSTEM W/COMPUTER CONTROL

PROJECT TEAM:
ENGINEER FOR WESTERN STATES GEOTHERMAL HAS MARKEDLY LESS EXPERIENCE

ENERGY EFFICIENCY:
BASED ON LIFE CYCLE COSTS & SEER VALUES
HIGH COUNTRY HAS SEER OF 14 - 14.5
THORNTON & WESTERN STATES GEOTHERMAL MEET SEER REQUIREMENT OF 15
THORNTONS BID PRICE LEADS TO HIGHER LIFE CYCLE COSTS

PRICE
BASED ON CRYSTALIZED BIDS
UNITS W/ECONOMIZERS
NO 3rd PARTY TAB

AGENDA ITEM SUMMARY

DATE: 8/22/11 **DEPARTMENT:** PW - Parks **DEPT. HEAD SIGNATURE:** _____

SUBJECT: Motion to approve change order #1 to Dreamland Skateparks, LLC to add a ramp to ramp jump to the expansion plans for connecting the two park areas and authorize the mayor to sign

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The contractor has proposed adding a ramp to ramp jump at the skatepark expansion as outlined in the attachment. This will connect at the shallow area of the existing park to the west end of the expansion. This is a minimal cost to the overall project. The contractor has made previous revisions to the skatepark expansion design without requesting additional funds and will be performing needed maintenance on the existing park for a nominal fee of $2,500.

Total proposed amount $ 3,460.00 — see Quote page for details.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle #_____
Budget Line Item #_____ YTD Line Item Balance $_____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: Tom Hellen Phone # 788-9830 Ext 14
Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:
Date _____

City Clerk _____

FOLLOW-UP:
*Ord./Res./Agmt./Order Originals: Record
Copies (all info.):
Instrument # _____

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

Draft 12-30-03

CHANGE ORDER

No. 1

DATE OF ISSUANCE August 23, 2011 EFFECTIVE DATE August 23, 2011

OWNER City of Hailey
CONTRACTOR Dreamland Skateparks, LLC
Contract:
Project: Skatepark Expansion
OWNER's Contract No. ENGINEER's Contract No.
ENGINEER City of Hailey

You are directed to make the following changes in the Contract Documents:
Description: Add in a ramp to ramp jump at the north end of the park through the landscape area

Reason for Change Order: Provide a connection for skating between the existing skatepark and the new expanded area.

Attachments: (List documents supporting change) See quote from contractor attached.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price $ 189,310	Original Contract Times: Substantial Completion: October 15, 2011 Ready for final payment: October 31, 2011 (days or dates)
Net Increase (Decrease) from previous Change Orders No. ___ to ___: $ N/A	Net change from previous Change Orders No. ___ to No. ___: Substantial Completion: N/A Ready for final payment: N/A (days)
Contract Price prior to this Change Order: $ 189,310	Contract Times prior to this Change Order: Substantial Completion: October 15, 2011 Ready for final payment: October 31, 2011 (days or dates)
Net increase (~~decrease~~) of this Change Order: $ 960	Net increase (decrease) this Change Order: Substantial Completion: 0 Days Ready for final payment: 0 Days (days)
Contract Price with all approved Change Orders: $ 190,270	Contract Times with all approved Change Orders: Substantial Completion: October 15, 2011 Ready for final payment: October 31, 2011 (days or dates)

RECOMMENDED: APPROVED: ACCEPTED:

By: _____ By: _____ By: _____
ENGINEER (Authorized Signature) OWNER (Authorized Signature) CONTRACTOR(Authorized Signature)

Date: _____ Date: _____ Date: _____

EJCDC 1910-8-B (1996 Edition)
Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.

Dreamland Skateparks LLC
960 se hwy 101 pmb 384
Lincoln City, Oregon 97367
Phone: 503- 577-9277

QUOTE

PROJECT: CITY OF HAILEY SKATEPARK EXPANSION
ATTENTION: TOM HELLEN

Owner Mark Scott has discussed the following line items as additions to the current scope of work that Dreamland is providing for the city with Tom Hellen. Please contact us and let us know if you would like me to type up an amendment to the contract or if this will work.
We will send a breakdown scope of work on our maintenance plan.

1. Add in a ramp to ramp jump (at the north end of the park) thru the landscaping connecting areas.
   Total square feet- 64
   Total Investment- $960.00

~~2. Addition to the existing park deck approx. 100 sq ft, extended towards hwy.~~
   ~~75~~
   ~~Total investment- $1500.00~~

3. Maintenance to the Phase 1- Hailey skatepark @ est. 11,000 sq ft.
   (Please see scope that will be emailed for a detailed breakdown of scope)
   Normal rates- $0.40 per sq ft. @ 11,000 sq ft. = $4,400.00
   20% discount for being onsite already- $880.00
   Total investment- ~~$3,520.00~~ $2,500

Total proposed amount: ~~$5,980.00~~
$3,460

Dreamland Skateparks LLC
960 se hwy 101 pmb 384
Lincoln City, Oregon 97367
Phone: 503-577-9277

Skatepark Maintenance Plans:

Plan A. Recommended every 1-2 years
Provide and Apply:

1. Two applications of sealant
2. Caulk all control joints and hairline cracks exceeding ½"
3. Clean and paint metal coping
4. Any small patch jobs that need to be done (Free)

We appreciate your interest in keeping Dreamland involved with your skatepark.

Your investment is $.40 per sq ft. of concrete skatepark.
Example: 10,000 sq ft. @ $.40/ft. = $4,000.00
Please see the cost breakdown on our proposal for specific costs,, some discounts may apply.

This is a low fee that usually can be funded by a maintenance budget the city has set aside for parks. This plan will not only help maintain your long -term investment but also prevent possible large-scale repairs in the future.

Plan B:
This includes Plan A and any additional scope of work that may be needed for your skatepark, such as concrete pool coping repairs, graffiti removal, large patch jobs, removal and replacement of concrete, power washing, etc.
Please feel free to call us or email us for a free consultation.

Thank you,
Mark and Danyel Scott
Dreamland Skateparks

AGENDA ITEM SUMMARY

DATE: 8/18//11 **DEPARTMENT:** Finance & Records **DEPT. HEAD SIGNATURE:**

SUBJECT:
Alcohol Beverage License Renewals

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☒ City Ordinance/Code 5.04, 5.08, 5.12
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:
Annual renewal of alcohol beverage licenses, which expire each year on July 31.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve the following alcohol beverage license renewal, which has been approved by HPD.

KB's
Freshies
McLain's Pizzeria
Zou 75
Miramar

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:

Date _____
City Clerk _____

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

AGENDA ITEM SUMMARY

DATE: 8/18//11 **DEPARTMENT:** Finance & Records **DEPT. HEAD SIGNATURE:**

SUBJECT:
Alcohol Beverage License Renewals

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☒ City Ordinance/Code 5.04, 5.08, 5.12
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:
Annual renewal of alcohol beverage licenses, which expire each year on July 31.

Hailey Hotel and Rasberry's have both submitted their State and County Licenses for 2012, however, their paperwork for the City of Hailey is incomplete.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve the following alcohol beverage license renewal, upon receipt of completed application and after HPD approves:

Hailey Hotel
Rasberry's

ADMINISTRATIVE COMMENTS/APPROVAL:

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

---

ACTION OF THE CITY COUNCIL:

Date _____
City Clerk _____

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