

DRAFT

April 2, 2018 Finance Committee Meeting Minutes

The City of Sun Valley Finance Committee met in Regular Session in the Council Chambers, Sun Valley, Idaho, on the 2nd day of April 2018 at 1:00 PM.

CALL TO ORDER

Committee Chair Brad DuFur called the meeting to order at 1:01 PM.

ROLL CALL

Present: Committee Chair Brad DuFur (via telephone), Committee Member Keith Saks

Also Present: City Administrator Susan Robertson, Finance Manager/Treasurer Wendy Crosby

PUBLIC COMMENT

None.

ACTION/DISCUSSION

1. Approval of February 26, 2018 Finance Committee Meeting minutes. DuFur moved to approve the February 26, 2018 Finance Committee Meeting minutes, seconded by Saks. Saks abstained from the vote. The motion carried.

2. Review and discussion of:

a. March 2018 Payroll. No questions.

b. Wells Fargo February credit card statement and associated charges and payments.

DuFur asked about a \$100 credit for an associate planner position to which Crosby explained that we were charged for an ad that was never placed so we received a refund.

c. March 2018 Paid Invoice report.

DuFur asked about the mileage reimbursement for Bill Dyer to which Crosby explained that he was in a City vehicle for a training and because the gas station did not take the CFN card, he had to use his personal credit card.

3. **Review of non-recurring payables on-hand as of March 30, 2018 and recommendation for approval to the City Council at its April 5, 2018 Council Meeting.**

A question was asked about the 5B Home Service LLC charge and it was explained that the charge was for sales prep/repairs to the remaining City-owned condo. Crosby mentioned that we need to add a small invoice from Atkinsons that was missing from the report.

Discussion ensued about the costs for equipment associated with the new police vehicle purchased. Costs for add-ons to the vehicle (computer equipment, cameras, etc.) had been posted to the small equipment and operating supplies accounts and not the capital account used for the vehicle purchase. Crosby indicated that, in her opinion, those costs were related to the capital purchase and should be included in the overall cost of the new vehicle. It was suggested that this matter be brought up to City Council for guidance and to ask for clarification on the costs from Public Safety Director Femling.

DuFur moved to recommend approval of the non-recurring payables on-hand as of March 30, 2018 to Council, subject to the police vehicle issue to be resolved at the City Council meeting, and the addition of the Atkinsons' charge for \$13.34, seconded by Saks. All in favor. The motion carried.

ADJOURNMENT

DuFur moved to adjourn, seconded by DuFur. All in favor. The motion carried.

The Finance Committee meeting adjourned at 1:31 PM.

Respectfully Submitted,
Nancy Flannigan, City Clerk

Brad DuFur, Committee Chair

Date

TO: Finance Committee

FROM: Wendy Crosby
Finance Manager/Treasurer

SUBJECT: Payroll for April 2018

DATE: April 27, 2018

PAYROLL

Legislation – No changes nor abnormalities for April.

Administration –There was no overtime in April. Paid time off totaled 77 hours for the Admin Dept.

Community Development –The Associate Planner position continues to be vacant resulting in lower total payroll for April. A temporary employee, Katrin Sharp, was hired March 26 for a 5-month period, however, she recently submitted her resignation effective May 11th. Paid time off for the Department totaled 29.5 hours. P&Z Commissioners are paid on a quarterly basis for attendance at meetings. They were paid on the April 5th pay date for meeting attendance during the 2nd quarter of FY2018.

Police – Police had a total of 1630 regular hours in April. There were 35.5 hours of overtime this month primarily due to training. Paid time off totaled 130 hours (vacation, sick time, personal days, comp time).

Fire – Regular hours totaled 1340. Paid time off totaled 45 hours. There were 72 hours of overtime primarily due to training and flood related calls. Paid on-call firefighters had 384.5 regular hours and no hours of overtime in the April pay period.

Street – Regular hours totaled 418.75 in April with 56 hours of overtime, largely due to flooding and related clean-up. Paid time off (vacation, sick time, comp time) totaled 63.25 hours.

Check Number	Check Issue Date	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
53571						
53571	04/04/2018	00020- PLAN	Western Planner - Associate Planner job posting	10-418-440	75.00	75.00
53571	04/04/2018	0776252	Amazon iPad protecting case.	10-431-740	29.99	29.99
53571	04/04/2018	168417-APA	APA - Associate Plannder job posting	10-418-440	195.00	195.00
53571	04/04/2018	FEB 2018	8X8 - Monthly Billing February 2018	10-415-510	313.58	313.58
53571	04/04/2018	GIFT FOR O	Crystal Classics - gift for Hilary Knight, Olympian	10-411-476	146.12	146.12
Total 53571:						<u>759.69</u>
Grand Totals:						<u><u>759.69</u></u>

Report Criteria:
Detail report type printed

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
5B HOME SERVICE LLC	1716	Renovation in prep for sale of City owned condo #3	03/28/2018	1,905.53	1,905.53	53574	04/06/2018
Total 5B HOME SERVICE LLC:				1,905.53	1,905.53		
AC HOUSTON LUMBER C	014-744076	Leather work gloves	03/19/2018	29.99	29.99	53575	04/06/2018
	014-745420	purchased shovel	03/23/2018	22.09	22.09	53575	04/06/2018
Total AC HOUSTON LUMBER CO:				52.08	52.08		
ALLINGTON, FREDRICK	2ND HALF F	Prosecuting City Misdemeanors and Infractions - April	04/04/2018	12,309.00	12,309.00	53622	04/12/2018
Total ALLINGTON, FREDRICK C.:				12,309.00	12,309.00		
ALSCO-AMERICAN LINE	LBO1158170	AlSCO - mats for City Hall LBO11581706	03/05/2018	51.48	51.48	53565	04/04/2018
	LBO1158170	AlSCO - mats for Police Department LBO11581707	03/05/2018	32.28	32.28	53565	04/04/2018
	LBO1158170	Shop towels for Street - LBO11581708	03/05/2018	33.17	33.17	53565	04/04/2018
	LBO1158170	Laundry and shop towels for Fire Department - LBO115	03/05/2018	99.34	99.34	53565	04/04/2018
	LBO1158574	AlSCO - mats for City Hall LBO11585743	03/19/2018	51.48	51.48	53565	04/04/2018
	LBO1158574	AlSCO - mats for Police Department LBO11585744	03/19/2018	32.28	32.28	53565	04/04/2018
	LBO1158574	Shop towels for Street - LBO11585745	03/19/2018	33.17	33.17	53565	04/04/2018
	LBO1158574	Laundry and shop towels for Fire Department - LBO115	03/19/2018	105.59	105.59	53565	04/04/2018
Total ALSCO-AMERICAN LINEN DIVISION:				438.79	438.79		
ANIMAL SHELTER OF W	2ND QTR FY	Quarterly Invoice - Q2 FY 2018	03/31/2018	350.00	350.00	53629	04/17/2018
Total ANIMAL SHELTER OF WRV:				350.00	350.00		
ASSOCIATION OF IDAHO	200004207-D	AIC Spring District Meeting in Burley for Crosby - Conf	04/18/2018	35.00	35.00	53645	04/24/2018
Total ASSOCIATION OF IDAHO CITIES:				35.00	35.00		
ATKINSON'S MARKET	4543134	Atkinsons - Special City Council Meeting 3-13-18 snac	03/13/2018	20.86	20.86	53576	04/06/2018
	5047230	Atkinsons - Food for regular council meeting 3/1/18	03/01/2018	58.29	58.29	53576	04/06/2018
	8099769	Food for L.E.P.C meeting 3/8/2018 (fruit, donuts)	03/08/2018	18.35	18.35	53576	04/06/2018
	8099770	Soap and sponges for the Elkhorn station	03/08/2018	5.40	5.40	53576	04/06/2018
	8110962	Food for Incident Command training at Elkhorn station	03/27/2018	13.34	13.34	53576	04/06/2018
	8111559	Food for Incident Command training at Elkhorn station	03/28/2018	21.76	21.76	53576	04/06/2018
Total ATKINSON'S MARKET:				138.00	138.00		
BACKWOODS MTN SPOR	SWIFT ENTR	Dry suits and life jackets	03/29/2018	984.00	984.00	53577	04/06/2018
Total BACKWOODS MTN SPORTS:				984.00	984.00		
BLAINE COUNTY	312- 3QTR G	GIS Salary & Benefits - 3rd Qtr FY 2018	04/12/2018	5,293.21	5,293.21	53634	04/23/2018
Total BLAINE COUNTY:				5,293.21	5,293.21		
BLAINE COUNTY EMERG	SVFD2018-P	Fees for 2018 for XTS2500 and APX7000 portable radi	02/22/2018	1,200.00	1,200.00	53578	04/06/2018
Total BLAINE COUNTY EMERGENCY COMM:				1,200.00	1,200.00		
BLAINE COUNTY HOUSI	2ND HALF F	Fiscal Year 2018 Fee for Service - Second Half	04/01/2018	7,500.00	7,500.00	53623	04/12/2018

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total BLAINE COUNTY HOUSING AUTH:				7,500.00	7,500.00		
BME UPFITTING, LLC	1140	Electronic rifle lock and light bar repair for Walt's vehicl	03/16/2018	1,453.46	1,453.46	53579	04/06/2018
	U412USO11	New Patrol vehicle (Chevy Tahoe) Police equipment in	02/28/2018	13,490.89	13,490.89	53579	04/06/2018
Total BME UPFITTING, LLC:				14,944.35	14,944.35		
BOWMAN, JAMES R.	FDIC TRAINI	6 days of per diem (meals only) for J.Bowman: FDIC tr	04/23/2018	324.00	324.00	53633	04/20/2018
Total BOWMAN, JAMES R.:				324.00	324.00		
BROOKS WELDING	12361	steel plate for welding table.	02/27/2018	74.28	74.28	53580	04/06/2018
Total BROOKS WELDING:				74.28	74.28		
CASELLE, INC	86973	Contract Support & Maintenance for 5/01/18-5/31/18	04/01/2018	1,150.00	1,150.00	53630	04/17/2018
Total CASELLE, INC:				1,150.00	1,150.00		
CENTURYLINK	0052 489M A	Century Link - 489 - T1 Line April Phone	04/01/2018	396.04	396.04	53624	04/12/2018
Total CENTURYLINK:				396.04	396.04		
CH2M HILL ENGINEERS,	FEB-PROG	Program Management task order part 1 Total = \$42,70	02/23/2018	29,320.90	29,320.90	1003	04/06/2018
	FEB-PROG	Project year 1 design task order Total = \$86,535	02/23/2018	1,380.00	1,380.00	1003	04/06/2018
	FINAL PLAT	Lodge II Final Plat Review	02/23/2018	349.70	349.70	53617	04/06/2018
	STOR FACIL	Street storage facility roof repair	03/21/2018	892.10	892.10	53617	04/06/2018
	STOR FACIL	Street storage facility HVAC	03/21/2018	892.10	892.10	53617	04/06/2018
Total CH2M HILL ENGINEERS, INC.:				32,834.80	32,834.80		
CHATEAU DRUG	1868659	Lysol spray (Qty 4) for office.	02/26/2018	35.96	35.96	53581	04/06/2018
Total CHATEAU DRUG:				35.96	35.96		
COPY & PRINT	83847	Super glue, USB drives, stackable trays	03/29/2018	176.40	176.40	53621	04/06/2018
	83949-50	Date stamp, ink pad, copy paper, pens, highlighters, di	02/22/2018	343.79	343.79	53621	04/06/2018
	83977,83966	Date stamp, folders, paper, binder clips	02/26/2018	117.50	117.50	53621	04/06/2018
Total COPY & PRINT:				637.69	637.69		
COX COMMUNICATIONS	5301-APR	Internet Service 100 Morning Star Rd.	04/10/2018	117.40	117.40	53635	04/23/2018
	7601 APRIL	Internet Service 81 Elkhorn Rd.	04/01/2018	102.40	102.40	53625	04/12/2018
Total COX COMMUNICATIONS:				219.80	219.80		
DICK YORK'S AUTO SER	77190	New battery for SVPD2	03/21/2018	205.14	205.14	53582	04/06/2018
Total DICK YORK'S AUTO SERVICE:				205.14	205.14		
ESChat	3222018-25	Annual subscription service (radio app for Fire employ	03/23/2018	377.16	377.16	53583	04/06/2018
Total ESChat:				377.16	377.16		
FEDEX	6-096-96794	Cost of shipping evidence to the Meridian Lab (SVPD2	02/22/2018	20.62	20.62	53584	04/06/2018

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total FEDEX:				20.62	20.62		
FIRE SERVICES OF IDAH	37879P	Annual service on extinguishers Elkhorn Station	03/20/2018	154.00	154.00	53585	04/06/2018
	37879P	Annual service on extinguishers City Hall Fire bays	03/20/2018	242.00	242.00	53585	04/06/2018
	37879P	Annual service on extinguishers City Hall	03/20/2018	6.00	6.00	53585	04/06/2018
	37880P	Annual service on extinguishers Police Dept	03/20/2018	48.00	48.00	53585	04/06/2018
Total FIRE SERVICES OF IDAHO, LLC:				450.00	450.00		
GALENA ENGINEERING	SURVEY EL	Survey Elkhorn Path Segment C	03/01/2018	1,890.00	1,890.00	1004	04/06/2018
Total GALENA ENGINEERING:				1,890.00	1,890.00		
GEM STATE PAPER	1210691-00	12 oz hot cups, paper towel rolls, folded paper towels,	02/23/2018	232.78	232.78	53586	04/06/2018
Total GEM STATE PAPER:				232.78	232.78		
GEM STATE WELDERS S	179042	Monthly rental for oxygen and acetylene torch cylinder	03/31/2018	16.12	16.12	53626	04/12/2018
Total GEM STATE WELDERS SUPPLY INC:				16.12	16.12		
GREAT AMERICA FINAN	22396899	Copier lease - Admin - March 2018	03/29/2018	199.00	199.00	53627	04/12/2018
	22396900	Copier lease - Police March 2018	03/29/2018	89.00	89.00	53627	04/12/2018
Total GREAT AMERICA FINANCIAL SVCS:				288.00	288.00		
GRIFFITH, MICHELLE	KITZBUHL E	Kitzbuhel Reimbursement - Red Star LLC Caterer	03/22/2018	1,637.83	1,637.83	53587	04/06/2018
	KITZBUHL E	Kitzbuhel Reimbursement - Red Star LLC Caterer Grat	03/22/2018	300.00	300.00	53587	04/06/2018
	KITZBUHL E	Kitzbuhel Reimbursement - Warfield Sister City	03/22/2018	990.89	990.89	53587	04/06/2018
	KITZBUHL E	Kitzbuhel Reimbursement - Costco	03/22/2018	251.06	251.06	53587	04/06/2018
Total GRIFFITH, MICHELLE:				3,179.78	3,179.78		
HENRY SCHEIN, INC.	50715623	Airway nasal trumpets, glucose gel, and trauma shears.	02/22/2018	181.94	181.94	53588	04/06/2018
	51340218	Airway devices	03/13/2018	44.32	44.32	53588	04/06/2018
Total HENRY SCHEIN, INC.:				226.26	226.26		
HORN, CODY	REIMB TRA	Reimbursement for Associate Planner Interview - Lodg	02/02/2018	272.06	272.06	53589	04/06/2018
	REIMB TRA	Reimbursement for Associate Planner Interview - Rent	02/02/2018	84.46	84.46	53589	04/06/2018
	REIMB TRA	Reimbursement for Associate Planner Interview - Airfar	02/02/2018	86.20	86.20	53589	04/06/2018
Total HORN, CODY:				442.72	442.72		
ICRMP	2ND HALF F	Remaining balance owed for Member Contribution for	03/22/2018	52,482.50	52,482.50	53590	04/06/2018
Total ICRMP:				52,482.50	52,482.50		
IDAHO ASS OF BLDG OF	4731- TRAIN	January IDABO training - Bill Dyer & Isabel Lui	02/15/2018	475.00	475.00	53591	04/06/2018
Total IDAHO ASS OF BLDG OFFICIALS:				475.00	475.00		
IDAHO HYDRO JETTING	6358	DEQ lab testing for street and police garage sump pum	02/23/2018	500.00	500.00	53592	04/06/2018
Total IDAHO HYDRO JETTING:				500.00	500.00		

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
IDAHO MOUNTAIN EXPR	12574621	P&Z Hearing 2/15/18	02/07/2018	711.36	711.36	53618	04/06/2018
	12574798	Street facility roofing and insulation bid advertisement	02/14/2018	336.12	336.12	53618	04/06/2018
	12574798	Street facility roofing and insulation bid advertisement	02/14/2018	336.12	336.12	53618	04/06/2018
	12575718	City Council Hearing	02/28/2018	374.40	374.40	53618	04/06/2018
	12575718	City Council Hearing - Pickup discount 2/21	02/28/2018	18.72-	18.72-	53618	04/06/2018
	12575718	City Council Hearing - Pickup discount 2/28	02/28/2018	18.72-	18.72-	53618	04/06/2018
	2/28/18	Bond advertising	02/28/2018	1,447.68	1,447.68	1005	04/06/2018
	2/28/18	Legal Ords. 521, 524, Council hearing ads.	02/28/2018	1,135.20	1,135.20	53618	04/06/2018
Total IDAHO MOUNTAIN EXPRESS:				4,303.44	4,303.44		
IDAHO NARCOTICS OFFI	NARC OFFIC	Cost of Tuition: Idaho Narcotics Officer Conference for	05/01/2018	275.00	275.00	53636	04/23/2018
Total IDAHO NARCOTICS OFFICERS ASSOCIATION:				275.00	275.00		
IDAHO POWER	0641 MARC	Juniper/Elkhorn Rd Light	04/04/2018	4.84	4.84	53631	04/17/2018
	79457 MARC	100 Arrowleaf cell / Sun Valley FD	03/23/2018	69.17	69.17	53566	04/04/2018
	79457 MARC	100 Arrowleaf Fire/ Sun Valley	03/23/2018	438.87	438.87	53566	04/04/2018
	79457 MARC	208 E Sun Valley Rd	03/23/2018	10.80	10.80	53566	04/04/2018
	79457 MARC	81 Elkhorn Rd	03/23/2018	1,062.25	1,062.25	53566	04/04/2018
	79457 MARC	Street Lights	03/23/2018	56.75	56.75	53566	04/04/2018
	79457 MARC	Traffic Lights	03/23/2018	26.68	26.68	53566	04/04/2018
Total IDAHO POWER:				1,669.36	1,669.36		
INFINISOURCE	90166282-M	Monthly FSA/HRA Admin Fee - March 2018	04/09/2018	130.50	130.50	53637	04/23/2018
Total INFINISOURCE:				130.50	130.50		
INREACH - DELORME	DL10810370	Monthly dues 4/7/18-5/6/18. Inv # DL10810370	04/07/2018	103.60	103.60	53638	04/23/2018
Total INREACH - DELORME:				103.60	103.60		
INTEGRATED TECHNOL	93161	Contract base rate - City Hall	03/27/2018	58.57	58.57	53567	04/04/2018
	93161	Contract copies- City Hall	03/27/2018	224.07	224.07	53567	04/04/2018
	93167	Contract base rate and copies - Police Dept (2/27/18-3	03/27/2018	33.47	33.47	53567	04/04/2018
	93685	Black toner for Wendy printer	04/02/2018	96.00	96.00	53567	04/04/2018
	94591	2 Black, 1 Cyan, 1 Magenta and 1 Yellow cartridge for	04/20/2018	546.00	546.00	53648	04/26/2018
Total INTEGRATED TECHNOLOGIES:				958.11	958.11		
INTERMOUNTAIN GAS C	3000 2 MAR	81 Elkhorn account 14671230002	03/23/2018	222.69	222.69	53568	04/04/2018
	3000 9 MAR	81 Elkhorn account 42384330009	03/23/2018	302.72	302.72	53568	04/04/2018
	FIRE STN M	100 Arrowleaf account 25105330002	03/23/2018	331.56	331.56	53568	04/04/2018
Total INTERMOUNTAIN GAS COMPANY:				856.97	856.97		
ISOTOPE DESIGN LAB LL	PTD10/16	Fix broken rungs on ladder	11/08/2017	500.00	500.00	53593	04/06/2018
Total ISOTOPE DESIGN LAB LLC:				500.00	500.00		
ITD-SPECIAL PLATES	VEHICLE RE	License registration for engine 64	03/28/2018	23.00	23.00	53594	04/06/2018
	VEHICLE RE	License registration for Walt's vehicle	03/28/2018	23.00	23.00	53594	04/06/2018
Total ITD-SPECIAL PLATES:				46.00	46.00		
JOE'S BACKHOE SERVIC	232104	6 loads of winter sand and 1 load of salt	03/29/2018	1,285.00	1,285.00	53595	04/06/2018

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total JOE'S BACKHOE SERVICE:				1,285.00	1,285.00		
JOHNSON, ADAM	HOMICIDE T	Per diem (meals & mileage) for Death and Homicide tr	03/28/2018	449.58	449.58	53596	04/06/2018
Total JOHNSON, ADAM:				449.58	449.58		
KETCHUM COMPUTERS	14849	Program firewall; change backups	03/02/2018	155.00	155.00	53597	04/06/2018
	14849	Saks email connection	03/02/2018	77.50	77.50	53597	04/06/2018
	14849	Program police NVR and cameras	03/02/2018	155.00	155.00	53597	04/06/2018
	14885	change backups, load OS on laptop, council chambers	03/16/2018	116.25	116.25	53597	04/06/2018
	14885	change backups	03/16/2018	77.50	77.50	53597	04/06/2018
	14885	Setup new Iphone for Bill W.	03/16/2018	155.00	155.00	53597	04/06/2018
	14885	Intox room cameras	03/16/2018	348.75	348.75	53597	04/06/2018
	14885	Elkhorn fire: Display issue, Brian email	03/16/2018	155.00	155.00	53597	04/06/2018
	14885	change backups, software update, firewall Geo IP filteri	03/16/2018	77.50	77.50	53597	04/06/2018
	14885	SVPD training software registration, adjust cameras for	03/16/2018	155.00	155.00	53597	04/06/2018
Total KETCHUM COMPUTERS:				1,472.50	1,472.50		
MUNICIPAL EMERGENCY	1195512	Quick disconnect plug (Qty 2)	01/19/2018	64.67	64.67	53598	04/06/2018
Total MUNICIPAL EMERGENCY SERVICES:				64.67	64.67		
NAPA AUTO PARTS	926802	Hydraulic hoses for OshKosh plow.	03/19/2018	196.08	196.08	53599	04/06/2018
Total NAPA AUTO PARTS:				196.08	196.08		
NATIONAL BENEFIT SER	JAN ADJUST	HRA/FSA Plan Admin. Fee for month of January Run-	04/24/2018	18.90	18.90	53649	04/26/2018
Total NATIONAL BENEFIT SERVICES, LLC:				18.90	18.90		
NEVINS, JEFF	WLF REIMB	Reimbursement for meal and fuel expenses during 201	03/27/2018	917.67	917.67	53600	04/06/2018
Total NEVINS, JEFF:				917.67	917.67		
NORCO	23425111	Cylinder rent for March 2018 (Inv# 23425111)	03/31/2018	63.24	63.24	53639	04/23/2018
Total NORCO:				63.24	63.24		
OFFICEBRIGHT, INC	4546	Office cleaning March 2018	03/25/2018	1,170.00	1,170.00	53569	04/04/2018
	4546-STREE	Cleaning for Street Dept - March 2018	03/25/2018	195.00	195.00	53569	04/04/2018
Total OFFICEBRIGHT, INC:				1,365.00	1,365.00		
OLSEN, TRAVIS	REIMB REN	Reimbursement for: Payless rental car in Texas.	02/16/2018	191.82	191.82	53601	04/06/2018
	REIMB REN	Reimbursement for: Boise Airport parking 2/11/2018-2/	02/16/2018	69.00	69.00	53601	04/06/2018
Total OLSEN, TRAVIS:				260.82	260.82		
ORCHARD, KIM	NARC TRAIN	3 Days per Diem meals and mileage K. Orchard: Idaho	05/03/2018	291.76	291.76	53640	04/23/2018
Total ORCHARD, KIM:				291.76	291.76		
PARSONS BEHLE & LATI	1152520-TH	Employment matters	03/06/2018	432.00	432.00	53602	04/06/2018

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total PARSONS BEHLE & LATIMER:				432.00	432.00		
RAY, MONIQUE	4/8 TRAININ	Per diem for M.Ray (meals and mileage): Child Abuse	03/16/2018	240.00	.00	53559	Multiple
	4/8 TRAININ	Per diem for M.Ray (meals and mileage): Child Abuse	03/16/2018	240.00-			
	TASER TRAI	2 days of per diem (meals and mileage) M.Ray: Taser I	05/02/2018	240.00	240.00	53641	04/23/2018
Total RAY, MONIQUE:				240.00	240.00		
REPCO MARKETING, INC	11549	12 bottles BAC Simulator Solution (For Intoxilyzer)	03/12/2018	109.40	109.40	53603	04/06/2018
Total REPCO MARKETING, INC:				109.40	109.40		
ROBERTS ELECTRIC, IN	404209	Repaired light fixture police dept.	02/07/2018	109.70	109.70	53604	04/06/2018
	404209	Repaired light fixture police dept.	02/07/2018	125.13	125.13	53604	04/06/2018
	404391- MA	Mayors base board heater	02/26/2018	75.00	75.00	53604	04/06/2018
Total ROBERTS ELECTRIC, INC:				309.83	309.83		
S&C ASSOCIATES LLC	1165	S&C Associates LLC Year One Bond Projects	03/05/2018	4,777.50	4,777.50	1002	04/06/2018
Total S&C ASSOCIATES LLC:				4,777.50	4,777.50		
STATE INSURANCE FUN	17937698-FE	Payroll Report Premium 2/1/18 to 3/1/2018	04/05/2018	3,167.00	3,167.00	53642	04/23/2018
Total STATE INSURANCE FUND:				3,167.00	3,167.00		
STEVE BUTLER & ASSO	3501	Consultation with Sherri Newland	03/03/2018	37.50	37.50	1006	04/06/2018
Total STEVE BUTLER & ASSOCIATES:				37.50	37.50		
STEWART, CARTER	REIMB ID CA	Reimbursement for Police ID card	03/06/2018	6.15	6.15	53605	04/06/2018
Total STEWART, CARTER:				6.15	6.15		
SUN VALLEY AIR SERVIC	FEB LOT	FEB 2018 1% Air Service LOT	03/31/2018	57,743.01	57,743.01	53628	04/12/2018
Total SUN VALLEY AIR SERVICE BOARD:				57,743.01	57,743.01		
SUN VALLEY CLEANERS,	FEB	Dry cleaning for Police uniforms (1/29/18-2/19/18)	02/26/2018	199.05	199.05	53606	04/06/2018
Total SUN VALLEY CLEANERS, INC:				199.05	199.05		
SUN VALLEY ELKHORN	6459	Capital Reserve/Regular Assessment - 415	04/01/2018	337.00	337.00	53607	04/06/2018
Total SUN VALLEY ELKHORN ASSOC:				337.00	337.00		
SUN VALLEY MARKETIN	APR 2018	April 2018 payment - per contract	04/01/2018	23,333.33	23,333.33	53570	04/04/2018
Total SUN VALLEY MARKETING ALLIANCE:				23,333.33	23,333.33		
SUN VALLEY WATER & S	3/1-5/31/18	Bike Path - North	03/01/2018	58.64	58.64	53608	04/06/2018
	3/1-5/31/18	Arts Center Parcel	03/01/2018	58.64	58.64	53608	04/06/2018
	3/1-5/31/18	SV Road - Horseman Ctr	03/01/2018	58.64	58.64	53608	04/06/2018
	3/1-5/31/18	Elkhorn Fire Station	03/01/2018	127.72	127.72	53608	04/06/2018
	3/1-5/31/18	SV City Hall	03/01/2018	255.44	255.44	53608	04/06/2018

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total SUN VALLEY WATER & SEWER DIST:				559.08	559.08		
SUNRISE ENVIRO SCIEN	84074	Case of grease and tar remover.	02/22/2018	230.21	230.21	53609	04/06/2018
Total SUNRISE ENVIRO SCIENTIFIC:				230.21	230.21		
TRANSUNION RISK & AL	3/31/18	Person search online subscription. Month of March 20	03/31/2018	25.00	25.00	53632	04/17/2018
Total TRANSUNION RISK & ALTERNATIVE DATA:				25.00	25.00		
TREASURE VALLEY COF	5444495	Coffee for Admin	02/27/2018	23.04	23.04	53610	04/06/2018
	5444495	Coffee for Community Development Department	02/27/2018	23.04	23.04	53610	04/06/2018
	5444495	Coffee for Fire Department	02/27/2018	23.04	23.04	53610	04/06/2018
	5444495	Coffee for Police Department	02/27/2018	23.04	23.04	53610	04/06/2018
	5444495	Coffee for Streets Department	02/27/2018	23.04	23.04	53610	04/06/2018
	5487823	Coffee for Admin	03/27/2018	34.56	34.56	53610	04/06/2018
	5487823	Coffee for Community Development Department	03/27/2018	34.56	34.56	53610	04/06/2018
	5487823	Coffee for Fire Department	03/27/2018	34.56	34.56	53610	04/06/2018
	5487823	Coffee for Police Department	03/27/2018	34.56	34.56	53610	04/06/2018
	5487823	Coffee for Streets Department	03/27/2018	34.56	34.56	53610	04/06/2018
Total TREASURE VALLEY COFFEE:				288.00	288.00		
UNITED OIL	500806	5 gal ATF oil	03/23/2018	73.95	73.95	53611	04/06/2018
	878852	Fuel for all Police department vehicles 3/16/18-3/30/18	03/31/2018	693.23	693.23	53611	04/06/2018
	878853	Fuel for all Fire departments vehicles 3/17/18- 3/29/18.	03/31/2018	435.96	435.96	53611	04/06/2018
	878854	March 2018 fuel purchases	03/31/2018	661.01	661.01	53611	04/06/2018
	878855	Fuel March 2018 purchase	03/31/2018	31.04	31.04	53611	04/06/2018
	880021	Fuel for all Police department vehicles 4/2/18-4/15/18	04/15/2018	794.96	794.96	53643	04/23/2018
	880022	Fuel for all Fire departments vehicles 4/2/18- 4/11/18. I	04/15/2018	276.31	276.31	53643	04/23/2018
	880023	April 2018 fuel purchases	04/15/2018	269.14	269.14	53643	04/23/2018
Total UNITED OIL:				3,235.60	3,235.60		
VALLEY CO-OPS OMC/	24698/9	Hydraulic hose fittings for Oshkosh repair	03/19/2018	32.57	32.57	53612	04/06/2018
Total VALLEY CO-OPS OMC/:				32.57	32.57		
WALKER SAND AND GRA	462093	Storage yard rent 6 months.	02/21/2018	1,200.00	1,200.00	53613	04/06/2018
Total WALKER SAND AND GRAVEL:				1,200.00	1,200.00		
WATCH GUARD	4ELXINV000	New Police vehicle (Chevy Tahoe) in car video/camera	01/30/2018	4,995.00	4,995.00	53619	04/06/2018
Total WATCH GUARD:				4,995.00	4,995.00		
WEBB LANDSCAPING	435786	Bitterroot bridge snow shoveling	02/23/2018	50.00	50.00	53614	04/06/2018
Total WEBB LANDSCAPING:				50.00	50.00		
WELLS FARGO BANK, N.	00020- PLAN	Western Planner - Associate Planner job posting	02/20/2018	75.00	75.00	53571	04/04/2018
	0776252	Amazon iPad protecting case.	02/13/2018	29.99	29.99	53571	04/04/2018
	168417-APA	APA - Associate Planner job posting	02/20/2018	195.00	195.00	53571	04/04/2018
	FEB 2018	8X8 - Monthly Billing February 2018	03/02/2018	313.58	313.58	53571	04/04/2018
	GIFT FOR O	Crystal Classics - gift for Hilary Knight, Olympian	03/16/2018	146.12	146.12	53571	04/04/2018

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total WELLS FARGO BANK, N.A.:				759.69	759.69		
WESTERN STATES	582259	Final rent payment. we were able to send it back befor	02/16/2018	499.95	499.95	53615	04/06/2018
Total WESTERN STATES:				499.95	499.95		
WHITE PETERSON	127099-FEB	Legal Services - General Matters - Non-privileged	02/28/2018	2,500.00	2,500.00	53616	04/06/2018
Total WHITE PETERSON:				2,500.00	2,500.00		
WINDY CITY ARTS, INC.	2018-164	Decal for new police vehicle Chevy Tahoe	03/12/2018	1,199.37	1,199.37	53620	04/06/2018
Total WINDY CITY ARTS, INC.:				1,199.37	1,199.37		
Grand Totals:				263,103.05	263,103.05		

Report Criteria:
 Detail report type printed

Vendor Name	Invoice #	Invoice Date	Description	Account #	Dept.	Amount
ALPINE TREE SERVICE, INC.	34026, 3402	04/06/2018	Tree removal for Snowbrush road construction construction	55-431-429		750.00
ALPINE TREE SERVICE, INC.	34026, 3402	04/06/2018	TREE REMOVAL for Wildflower path construction	55-431-429		2,750.00
ASSOCIATION OF IDAHO CITIE	200004253	04/26/2018	AIC 2018 Conference in Boise - Flannigan	10-415-470	ADM	295.00
ATKINSON'S MARKET	1225201	04/12/2018	Food for L.E.P.C meeting 4/12/2018 (fruit, donuts)	10-423-470	FIRE	14.92
ATKINSON'S MARKET	4554535	04/04/2018	Atkinsons - Food for council meetings 4/4/18 & 4/5/18	10-411-476	LEGI	66.84
ATKINSON'S MARKET	4564799	04/25/2018	Elkhorn fire station supplies (Tide and hand soap)	10-423-320	FIRE	19.50
ATKINSON'S MARKET	4564799	04/25/2018	Food for Incident Command 400 training at Elkhorn station 4/25/18.	10-423-470	FIRE	13.42
BARTON, ALEXANDER	REIMB PLAN	04/03/2018	Reimbursement for Associate Planner Interview - Gas	10-418-470	COM	47.00
BARTON, ALEXANDER	REIMB PLAN	04/03/2018	Reimbursement for Associate Planner Interview - Lodging	10-418-470	COM	137.23
BURNETT, GRADY	CONDO CLE	03/29/2018	Condo cleaning for Elkhorn Springs Unit 3	42-470-705	WFH	150.00
CDW GOVERNMENT, INC	MKD4675	04/13/2018	Bitdefender antivirus software	10-415-310	ADM	1,125.20
CENTRAL DRUG SYSTEM, INC.	277100	04/05/2018	Random drug and alcohol testing	10-415-420	ADM	143.00
CH2M HILL ENGINEERS, INC.	381138653	03/21/2018	Street shop roof bid	50-480-443		1,130.60
CH2M HILL ENGINEERS, INC.	381138653	03/21/2018	Street storage facility HVAC	50-480-442		653.60
CH2M HILL ENGINEERS, INC.	381141767	04/19/2018	Street storage facility HVAC requirements	50-480-442		1,720.00
CH2M HILL ENGINEERS, INC.	381141767-1	04/19/2018	City Hall and Elkhorn fire station generator specification requirements	50-480-450		2,347.96
CH2M HILL ENGINEERS, INC.	381142237.3	04/23/2018	Elkhorn C path design TO (total =\$10,650)	55-431-422		9,935.47
CH2M HILL ENGINEERS, INC.	381142237.3	04/23/2018	Program Management task order 1 (total =\$42,700)	55-431-422		8,704.22
CH2M HILL ENGINEERS, INC.	381142237.3	04/23/2018	Program Management task order 2 & 3 (total =\$138,000)	55-431-422		16,732.00
COASTLINE EQUIPMENT	473863	03/30/2018	"O" ring repair kit for loader.	10-431-595	STR	23.04
COPY & PRINT	83749	03/30/2018	Window and plain envelopes with logo	10-415-310	ADM	159.98
COPY & PRINT	84208	03/30/2018	Bank stamp	10-415-310	ADM	28.80
COPY & PRINT	84255	04/09/2018	Index dividers	10-415-310	ADM	44.25
COPY & PRINT	84264	04/10/2018	1 case of paper	10-421-310	POLI	38.99
COPY & PRINT	84264	04/10/2018	2 pack of air duster	10-421-310	POLI	23.20
COPY & PRINT	84264	04/10/2018	2 packs of pens, and box of clasp envelopes	10-421-310	POLI	70.49
COPY & PRINT	84358	04/11/2018	Pens, Small legal pads. pop up notes	10-415-310	ADM	46.48
COPY & PRINT	84410	04/18/2018	Custom 'Received' stamp	10-415-310	ADM	83.75
COPY & PRINT	84413	04/19/2018	Index dividers, binder clips, poster tape, chairmat, legal pads, clasped envelopes, cardsto	10-415-310	ADM	213.46
DAVIS EMBROIDERY INC.	30906	04/16/2018	Sun Valley Police silicone wrist bands for kids	10-421-321	POLI	256.00
DELL MARKETING,LP	1023582586	04/12/2018	New computer - Fire	10-423-740	FIRE	990.00
DELL MARKETING,LP	1023582586	04/12/2018	New computers - Police	10-421-740	POLI	6,930.00
DELL MARKETING,LP	1023582586	04/12/2018	New computers - Street	10-431-740	STR	1,980.00
DELL MARKETING,LP	1023582586	04/12/2018	New computers & Wireless combo - Admin	10-415-740	ADM	2,008.34
DICK YORK'S AUTO SERVICE	77360	04/11/2018	Oil change and oil filter for SVPD2 (Order #77360)	10-421-600	POLI	61.22
DICK YORK'S AUTO SERVICE	77360	04/11/2018	Oil change and oil filter for SVPD4 (Order #77375)	10-421-600	POLI	61.22
ELEPHANT'S PERCH	ELECT BIKE	04/26/2018	1 Specialized turbo levo FSR electric bike for the Fire department.	10-423-321	FIRE	3,500.00
FIRE SERVICES OF IDAHO, LLC	37889P	03/28/2018	Annual service on extinguishers Street Department	10-431-320	STR	256.00
FORMULA SPORTS	ELECT BIKE	04/27/2018	Trek Electric Police Bike	10-421-321	POLI	3,068.00
HENRY SCHEIN, INC.	CM19042312	03/15/2018	Credit for returning nasal airway devices	10-423-325	FIRE	116.80-
IDAHO FIRE CHIEFS ASSOCIAT	ANN MBRSH	04/12/2018	Registration for T.Robrahn: Idaho Fire Chiefs Conference 2018	10-423-470	FIRE	350.00
IDAHO FIRE CHIEFS ASSOCIAT	ANN MBRSH	04/12/2018	Renewal membership for Taan Robrahn IFCA	10-423-480	FIRE	110.00
IDAHO HYDRO JETTING	6420	03/28/2018	Hydrojet frozen culverts	10-431-780	STR	4,375.00
IDAHO HYDRO JETTING	6445,6454	04/06/2018	Hydrojet frozen culverts on Elkhorn road and bike path.	10-431-780	STR	700.00
IDAHO HYDRO JETTING	6445,6454	04/06/2018	Hydrojet frozen culverts on Sunrise and Juniper roads.	10-431-780	STR	2,100.00
IDAHO MOUNTAIN EXPRESS	3/31/18	03/31/2018	City Council Hearing	10-418-440	COM	374.40
IDAHO MOUNTAIN EXPRESS	3/31/18	03/31/2018	City Council Hearing	10-418-440	COM	374.40

Vendor Name	Invoice #	Invoice Date	Description	Account #	Dept.	Amount
IDAHO MOUNTAIN EXPRESS	3/31/18	03/31/2018	City Council Hearing - Pickup discount 3/21	10-418-440	COM	18.72-
IDAHO MOUNTAIN EXPRESS	3/31/18	03/31/2018	City Council Hearing - Pickup discount 3/28	10-418-440	COM	18.72-
IDAHO MOUNTAIN EXPRESS	3/31/18	03/31/2018	P&Z Hearing	10-418-440	COM	374.40
IDAHO MOUNTAIN EXPRESS	3/31/18	03/31/2018	P&Z Hearing	10-418-440	COM	374.40
IDAHO MOUNTAIN EXPRESS	3/31/18	03/31/2018	P&Z Hearing	10-418-440	COM	374.40
IDAHO MOUNTAIN EXPRESS	3/31/18	03/31/2018	P&Z Hearing	10-418-440	COM	499.20
IDAHO MOUNTAIN EXPRESS	3/31/18	03/31/2018	P&Z Hearing - Pickup discount 3/14	10-418-440	COM	18.72-
IDAHO MOUNTAIN EXPRESS	3/31/18	03/31/2018	P&Z Hearing - Pickup discount 3/21	10-418-440	COM	18.72-
JEROME PETERBILT	182201	04/12/2018	LED tail light retrofit for OshKosh #82	10-431-595	STR	294.20
JEROME PETERBILT	182885	04/19/2018	Air filter 2006 F-350	10-431-600	STR	65.90
JOE'S BACKHOE SERVICE	232154,2321	03/29/2018	6 loads of winter sand and 1 load of salt	10-431-536	STR	1,285.00
JOE'S BACKHOE SERVICE	232154,2321	03/29/2018	Sunrise drainage snow removal	10-431-780	STR	1,062.50
JOE'S BACKHOE SERVICE	232154,2321	03/29/2018	Transport street sweeper from winter storage	10-431-591	STR	312.50
JOE'S BACKHOE SERVICE	232204,2322	04/12/2018	Flood mitigation, Replacing gravel shoulders, removing ice from ditches in Twin Creeks ar	10-431-780	STR	9,005.00
JOE'S BACKHOE SERVICE	232204,2322	04/12/2018	Flood mitigation, Replacing gravel shoulders, removing ice from ditches in Twin Creeks ar	10-431-780	STR	13,285.00
JOE'S BACKHOE SERVICE	232269	04/18/2018	Sunrise drainage ice removal	10-431-780	STR	1,000.00
JOE'S BACKHOE SERVICE	232304	04/26/2018	Repaired creek bank in 2 areas that had washed out and comprimised bike path. remove	10-431-780	STR	4,221.00
KETCHUM COMPUTERS	14927	03/31/2018	Server check, change backups, workstation quote, calendar permissions for Nancy, setup	10-415-427	ADM	271.25
KETCHUM COMPUTERS	14962	04/16/2018	Antivirus install, change backups, server check	10-415-427	ADM	155.00
KETCHUM COMPUTERS	14962	04/16/2018	Install video card at Fire station	10-423-427	FIRE	155.00
KETCHUM COMPUTERS	14962	04/16/2018	Place order for Workstations, planning for antivirus switch to BitDefender	10-415-427	ADM	77.50
KETCHUM COMPUTERS	14962	04/16/2018	Radio IP issue for Police, Mike account for cameras	10-421-427	POLI	155.00
KETCHUM COMPUTERS	14962	04/16/2018	Reformat laptop for Bryce	10-415-427	ADM	155.00
KETCHUM COMPUTERS	14962	04/16/2018	Server check, change backups	10-415-427	ADM	155.00
KETCHUM COMPUTERS	14962	04/16/2018	Setup scanner, swap backup tape and troubleshoot Adobe Acrobat save issues	10-415-427	ADM	108.75
KETCHUM COMPUTERS	14962	04/16/2018	Uninstall Sophos and Install BitDefender on 11 computers	10-415-427	ADM	542.50
LAKESIDE INDUSTRIES	42780	03/24/2018	2 pallets of cold patch	10-431-780	STR	1,325.00
LAWSON PRODUCTS	9305382839	03/31/2018	payment for credit that was deducted on other invoice	10-431-320	STR	125.92
MCCI	135530	03/23/2018	Laserfische Support Renewal	10-415-740	ADM	1,064.80
MIICOR INC.	7962	04/19/2018	Email Archiving	10-415-480	ADM	497.80
NATIONAL HOSE TESTING SPE	47022	04/10/2018	2018 Fire hose testing	10-423-595	FIRE	2,646.80
PARSONS BEHLE & LATIMER	1158505	04/13/2018	Employment matters	10-415-420	ADM	1,219.50
PIPECO,INC.	S2958306.00	04/10/2018	Shovel replacement	10-431-780	STR	126.59
RIVER RUN AUTO	6538-126868	04/16/2018	2004 F-350 serpentine belt	10-431-600	STR	31.69
RIVER RUN AUTO	6538-126868	04/16/2018	Alternator replacement 2004 F-350	10-431-600	STR	201.97
ROAD WORK AHEAD CONSTRU	38266	04/09/2018	8 roll up "water over road" signs	10-431-780	STR	588.00
ROBERTS ELECTRIC, INC	404358	02/28/2018	Mayors base board heater repair.	10-431-614	STR	190.85
ROBERTSON, SUSAN	ICMA TRAINI	04/10/2018	Per Diem for 3 days for ICMA Conference 2018	10-415-470	ADM	207.00
S&C ASSOCIATES LLC	1168-69 MA	04/01/2018	S&C Associates LLC Year One Bond Projects	55-431-429		4,042.50
SAFARILAND LLC	TRAINING- B	04/02/2018	Cost of tuition: Less Lethal Impact Munitions/Officer C. Benz	10-421-470	POLI	275.00
SUN VALLEY CLEANERS, INC	APRIL	04/20/2018	Dry cleaning for Police uniforms (2/26/18-3/21/18)	10-421-630	POLI	307.85
THE RADAR SHOP	11396	04/16/2018	Recertified radar's in all the Patrol vehicles	10-421-595	POLI	252.00
TREASURE VALLEY COFFEE	2160-055301	04/24/2018	Coffee for Admin	10-415-320	ADM	35.28
TREASURE VALLEY COFFEE	2160-055301	04/24/2018	Coffee for Community Development Department	10-418-320	COM	35.28
TREASURE VALLEY COFFEE	2160-055301	04/24/2018	Coffee for Fire Department	10-423-320	FIRE	35.28
TREASURE VALLEY COFFEE	2160-055301	04/24/2018	Coffee for Police Department	10-421-320	POLI	35.28
TREASURE VALLEY COFFEE	2160-055301	04/24/2018	Coffee for Streets Department	10-431-320	STR	35.28

Vendor Name	Invoice #	Invoice Date	Description	Account #	Dept.	Amount
UNIVERSITY OF UTAH	ROPE RESC	04/13/2018	Rope Rescue Class at the Elkhorn Fire Station (cost of 2 students)	10-423-470	FIRE	1,550.00
VALLEY CO-OPS OMC/	25038-9,250	04/07/2018	2 pair work pants for Bill W.	10-431-631	STR	59.98
VALLEY CO-OPS OMC/	25038-9,250	04/07/2018	Rain gear for Bill W.	10-431-345	STR	40.99
VALLEY CO-OPS OMC/	25122/9	04/12/2018	Shop supplies and tools	10-431-340	STR	82.81
VIEW POINT	CONDO SCR	02/26/2018	Replacement screens for 115 Angani Way Unit 3 per Grady Burnett - Tax Exempt	42-470-705	WFH	192.50
WALKER SAND AND GRAVEL	462654	03/12/2018	Fork lift time for loading pallets of cold patch.	10-431-780	STR	27.50
WEBB LANDSCAPING	436726,4371	03/31/2018	Bitterroot bridge snow shoveling	10-431-780	STR	50.00
WEBB LANDSCAPING	436726,4371	03/31/2018	Bitterroot bridge snow shoveling	10-431-780	STR	50.00
WEBB LANDSCAPING	436726,4371	03/31/2018	Bitterroot bridge snow shoveling	10-431-780	STR	100.00
WHITE CLOUD CARPET CLEANI	7132- COND	03/31/2018	Carpet cleaning for 115 Angani Way #3	42-470-705	WFH	115.00
WHITE PETERSON	127499-RET	03/31/2018	Legal Services - General Matters - Non-privileged	10-415-425	ADM	2,500.00
WHITE PETERSON	127500- R&P	03/31/2018	Miscellaneous - Outside retainer - Roads projects	55-431-425		437.50
WHITE PETERSON	127501- P&Z	03/31/2018	Legal Services - P&Z- Non-privileged	10-418-420	COM	175.00

Grand Totals:

127,360.75

Finance Committee Chair, Brad DuFur: _____ Date : _____