

AGENDA
REGULAR MONTHLY MEETING OF THE CITY OF SUN VALLEY FINANCE COMMITTEE
IN THE COUNCIL CHAMBERS, 81 ELKHORN ROAD, SUN VALLEY, IDAHO
JULY 30, 2018 at 1:00 PM

Notice: A possible quorum of the Mayor and City Council may convene at the Finance Committee meeting. However, no City Council business will take place and no binding decisions will be made.

CALL TO ORDER

ROLL CALL*

PUBLIC COMMENT - The Finance Committee welcomes comments from the public. Please state your name and address for the record. Public comments may be limited to three (3) minutes.

ACTION/DISCUSSION

1. Approval of July 2, 2018 Finance Committee Meeting minutes.*
2. Review and discussion of:
 - a. July 2018 Payroll
 - b. Wells Fargo June credit card statement and associated charges and payments
 - c. July 2018 Paid Invoice report
3. Review of non-recurring payables on-hand as of July 27, 2018 and recommendation for approval to the City Council at its August 2, 2018 City Council Meeting.*

EXECUTIVE SESSION – IF CALLED, pursuant to Idaho Code §74-206(d) to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code.

ADJOURNMENT*

* Indicates an Action Item as required by HB 611.

Please Note: The agenda is subject to revisions and the meeting may be continued should additional time be needed. Any person in need of assistance to attend or participate should contact Sun Valley City Hall prior to the meeting at 208-622-4438. Packet materials are online at www.sunvalleyidaho.gov.

DRAFT

July 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 July 2018 at 1:00 PM.

CALL TO ORDER

Committee Chair Keith Saks called the meeting to order at 1:00 PM.

ROLL CALL

Present: Committee Chair Keith Saks, Alternate Committee Member Jane Conard

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

PUBLIC COMMENT

None.

ACTION/DISCUSSION

1. Conard moved to approve the May 29, 2018 minutes, Saks seconded. All in favor. The motion carried.
2. Review and discussion of:
 - a. **June 2018 Payroll.** Crosby went over a new report that was generated regarding overtime payments.
 - b. **Wells Fargo May credit card statement and associated charges and payments.** Saks asked a few clarifying questions regarding the credit card report to which Crosby responded satisfactorily.
 - c. **June 2018 Paid Invoice report.** No comments.
3. **Review of non-recurring payables on-hand as of June 29, 2018 and recommendation for approval to the City Council at its July 5, 2018 Council Meeting.** The Alpine Tree service charge was questioned to which Crosby responded that both charges were paid for by the Street & Path Bond Fund. The CH2MHill charge was discussed and Robertson confirmed that we will be reimbursed for these charges in the future as it's currently coming to the City Council next month for review. A question was then asked about Joe's Backhoe and whether we need to use them to which Robertson explained. The charge for Nevins was discussed to which Crosby mentioned that we will be reimbursed. The discussion continued about the brown powder-coated sign posts to which Whitesell explained that we will be replacing damaged posts with these new posts. The Spacesaver Lockers item was discussed to which Crosby explained that these charges were split between two GL accounts.

Conard moved to recommend approval of the non-recurring payables on-hand as of June 29, 2018 to the City Council, seconded by Saks. All in favor. The motion carried.

ADJOURNMENT

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

The Finance Committee meeting adjourned at 1:31 PM.

Respectfully Submitted,
Nancy Flannigan, City Clerk

Keith Saks, Committee Chair

Date

TO: Finance Committee

FROM: Wendy Crosby
Finance Manager/Treasurer

SUBJECT: Payroll for July 2018

DATE: July 30, 2018

Legislation – No changes or abnormalities for July.

Administration –There was no overtime in July. Paid time off totaled 77.25 hours for the Admin Dept.

Community Development –The Associate Planner position continues to be vacant. Paid time off for the Department totaled 5 hours.

Police –Cliff Logsdon and Colby Benz left the City effective early July. Steven Whiting and Britny Damron began work June 25th and Austin Hafer started July 9th. Austin will be at POST training for the next month. Despite these changes, the department was fully staffed through the busy month of July.

Police had a total of 1852.50 regular hours in July. There were 193.50 hours of overtime and 45 hours of comp time earned this month largely a result of concerts, the Allen conference and the Writers' Conference. Paid time off totaled 251.75 hours (vacation, sick time, personal days, comp time used, floating holidays).

Fire – Regular hours totaled 1065. Paid time off totaled 292 hours. There were 54.5 hours of overtime primarily due to shift coverage and special events. Paid on-call firefighters had 473.25 regular hours and no hours of overtime in July. Three on-call firefighters and one FT firefighter were on wildland fire duty in Colorado and Utah and logged a total of 450 hours of regular time and 503.50 hours of overtime. These hours are tracked and will be reimbursed.

Street – Regular hours totaled 391.50 in July with no overtime. Paid time off (vacation, sick time, comp time used) totaled 89 hours.

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING JULY 31, 2018

LIABILITIES AND EQUITY

GENERAL FUND

<u>FUND EQUITY</u>	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	(1,888,661.11)				
BALANCE - CURRENT DATE		(1,888,661.11)			
TOTAL FUND EQUITY			(1,888,661.11)		
TOTAL LIABILITIES AND EQUITY			(1,888,661.11)		
 <u>LEGISLATIVE</u>					
10-411-110 SALARIES AND WAGES	57,507.25	57,507.25	69,000.00	11,492.75	83.3
TOTAL LEGISLATIVE	57,507.25	57,507.25	69,000.00	11,492.75	83.3
 <u>ADMINISTRATION</u>					
10-415-110 SALARIES AND WAGES	275,400.11	275,400.11	342,495.00	67,094.89	80.4
TOTAL ADMINISTRATION	275,400.11	275,400.11	342,495.00	67,094.89	80.4
 <u>COMMUNITY DEVELOPMENT</u>					
10-418-110 SALARIES AND WAGES	170,826.53	170,826.53	246,339.00	75,512.47	69.4
10-418-120 SALARIES AND WAGES - PART-TIME	13,050.00	13,050.00	45,717.00	32,667.00	28.6
TOTAL COMMUNITY DEVELOPMENT	183,876.53	183,876.53	292,056.00	108,179.47	63.0
 <u>POLICE DEPARTMENT</u>					
10-421-110 SALARIES AND WAGES	670,498.29	670,498.29	782,344.00	111,845.71	85.7
10-421-122 OVERTIME SALARIES	23,530.04	23,530.04	30,000.00	6,469.96	78.4
TOTAL POLICE DEPARTMENT	694,028.33	694,028.33	812,344.00	118,315.67	85.4
 <u>FIRE DEPARTMENT</u>					
10-423-110 SALARIES AND WAGES - FTE	340,860.44	340,860.44	392,686.00	51,825.56	86.8
10-423-120 WAGES - ON CALL FF	78,741.15	78,741.15	87,050.00	8,308.85	90.5
10-423-122 OVERTIME SALARIES	19,938.91	19,938.91	20,000.00	61.09	99.7
10-423-130 WAGES- WILDLAND	45,280.11	45,280.11	10,000.00	(35,280.11)	452.8
TOTAL FIRE DEPARTMENT	484,820.61	484,820.61	509,736.00	24,915.39	95.1

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING JULY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREET DEPARTMENT</u>					
10-431-110 SALARIES AND WAGES	187,453.16	187,453.16	223,683.00	36,229.84	83.8
10-431-120 SALARIES & WAGES - PART TIME	.00	.00	3,500.00	3,500.00	.0
10-431-122 OVERTIME SALARIES	2,500.12	2,500.12	4,000.00	1,499.88	62.5
10-431-123 WAGES - ON-CALL STREET DEPT	3,075.00	3,075.00	.00	(3,075.00)	.0
TOTAL STREET DEPARTMENT	<u>193,028.28</u>	<u>193,028.28</u>	<u>231,183.00</u>	<u>38,154.72</u>	<u>83.5</u>
TOTAL FUND EXPENDITURES	<u>1,888,661.11</u>	<u>1,888,661.11</u>	<u>2,256,814.00</u>	<u>368,152.89</u>	<u>83.7</u>
NET REVENUE OVER EXPENDITURES	<u>(1,888,661.11)</u>	<u>(1,888,661.11)</u>	<u>(2,256,814.00)</u>	<u>(368,152.89)</u>	<u>(83.7)</u>

Check Number	Check Issue Date	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total :						<u>.00</u>
Grand Totals:						<u><u>.00</u></u>

Report Criteria:
Detail report type printed

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
AC HOUSTON LUMBER C	014-760500	Spray paint (red) for hydrants	05/18/2018	13.77	13.77	53817	07/06/2018
Total AC HOUSTON LUMBER CO:				13.77	13.77		
AK PEST MANAGEMENT	3481	1st application of weed abatement In City ROW	06/04/2018	3,875.00	3,875.00	53818	07/06/2018
	3481	Rodent and insect control City Hall,PD, FD and street	06/04/2018	990.00	990.00	53818	07/06/2018
	3487	weed abatement at Festival Meadows.	06/05/2018	350.00	350.00	53818	07/06/2018
	3516	2nd application for noxious weeds per contract	06/27/2018	3,875.00	3,875.00	53818	07/06/2018
Total AK PEST MANAGEMENT:				9,090.00	9,090.00		
ALPINE TREE SERVICE, I	35106,35105	TREE REMOVAL on Snowbrush and Silverweed for b	05/29/2018	500.00	500.00	1014	07/06/2018
	35106,35105	TREE REMOVAL on Snowbrush and Silverweed for b	05/29/2018	5,000.00	5,000.00	1014	07/06/2018
Total ALPINE TREE SERVICE, INC.:				5,500.00	5,500.00		
ALSCO-AMERICAN LINE	LBOI161420	Shop towels for Street - LBOI1614206	06/25/2018	33.17	33.17	53867	07/12/2018
	LBOI161420	Shop towels for Street - LBOI1610210	06/25/2018	33.17	33.17	53867	07/12/2018
	LBOI161420	Alsco - mats for Police Department LBOI1614205	06/25/2018	32.28	32.28	53867	07/12/2018
	LBOI161420	Alsco - mats for Police Department LBOI1610209	06/25/2018	32.28	32.28	53867	07/12/2018
	LBOI161420	Alsco - mats for City Hall LBOI1614204	06/25/2018	51.48	51.48	53867	07/12/2018
	LBOI161420	Alsco - mats for City Hall LBOI1610208	06/25/2018	51.48	51.48	53867	07/12/2018
	LBOI161420	Laundry and shop towels for Fire Department - LBOI16	06/25/2018	99.34	99.34	53867	07/12/2018
	LBOI161420	Laundry and shop towels for Fire Department - LBOI16	06/25/2018	105.58	105.58	53867	07/12/2018
Total ALSCO-AMERICAN LINEN DIVISION:				438.78	438.78		
ARBORCARE RESOURC	38945	delivered 8 bags of fertilizer for City Hall and Elkhorn la	05/29/2018	412.00	412.00	53819	07/06/2018
Total ARBORCARE RESOURCES, INC.:				412.00	412.00		
ATKINSON'S MARKET	4590569	Food for L.E.P.C meeting 6/14/2018 and hand soap for	06/14/2018	44.20	44.20	53820	07/06/2018
	4592746	Atkinsons - Food for special council meeting 6/18/18	06/18/2018	39.54	39.54	53820	07/06/2018
	50761668	Atkinsons - Food for special council meeting 6/14/18	06/14/2018	43.46	43.46	53820	07/06/2018
	6253062	Atkinsons - Food for regular council meeting 6/1/18	06/01/2018	45.04	45.04	53820	07/06/2018
Total ATKINSON'S MARKET:				172.24	172.24		
BIG WOOD LANDSCAPE,	15261,15261	Spring cleanup City Hall/Elkhorn FD	06/12/2018	978.04	978.04	53821	07/06/2018
	15261,15261	Spring cleanup City Hall/Elkhorn FD	06/12/2018	959.98	959.98	53821	07/06/2018
Total BIG WOOD LANDSCAPE, INC:				1,938.02	1,938.02		
BLACK, REID	NFPA CONF	Reimbursement for Excalibur hotel room.	06/15/2018	596.03	596.03	53822	07/06/2018
Total BLACK, REID:				596.03	596.03		
BLAINE COUNTY	314-4TH QT	GIS Salary & Benefits - 4th Qtr FY 2018	07/09/2018	5,293.21	5,293.21	53877	07/24/2018
Total BLAINE COUNTY:				5,293.21	5,293.21		
BLAINE COUNTY EMERG	SVPD2018	Fees for 2018 Radios: XTS2500, XTL2500 and APX6	05/23/2018	3,840.00	3,840.00	53823	07/06/2018

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total BLAINE COUNTY EMERGENCY COMM:				3,840.00	3,840.00		
BROOKS WELDING	12488	Materials for battery charging bench and roll up sign ra	05/30/2018	196.03	196.03	53863	07/06/2018
Total BROOKS WELDING:				196.03	196.03		
CASELLE, INC	88773	Contract Support & Maintenance for 8/01/18-8/31/18	07/01/2018	1,150.00	1,150.00	53868	07/12/2018
Total CASELLE, INC:				1,150.00	1,150.00		
CENTURYLINK	52-489M	Century Link - 489 - T1 Line July Phone	07/01/2018	396.04	396.04	53878	07/24/2018
Total CENTURYLINK:				396.04	396.04		
CH2M HILL ENGINEERS,	5/25- PROG	Year 1 program management Task 2/3 (TO total = \$13	05/25/2018	17,410.68	17,410.68	1015	07/06/2018
	5/25- SDC Y	Year 1 service during construction TO (TO total = \$17,	05/25/2018	1,844.00	1,844.00	1015	07/06/2018
	CITY ENG-G	City Hall and Elkhorn generator bid report.	05/25/2018	3,961.69	3,961.69	53824	07/06/2018
	DIAMOND B	Diamond Back Townhome Final Plat Review	05/25/2018	475.30	475.30	53824	07/06/2018
	JNE DAY PL	June Day Preliminary Plat Review	05/25/2018	139.10	139.10	53824	07/06/2018
Total CH2M HILL ENGINEERS, INC.:				23,830.77	23,830.77		
COPY & PRINT	90683	Index dividers, AA batteries, AAA batteries, 1 case cop	06/15/2018	118.01	118.01	53825	07/06/2018
	90723	Copy paper, file folders, hanging file folders, label mak	06/21/2018	115.05	115.05	53864	07/06/2018
	90780	Field Inspection Reports	06/21/2018	110.02	110.02	53864	07/06/2018
	90805	Name plate for Daniel Hollis	06/18/2018	12.15	12.15	53864	07/06/2018
Total COPY & PRINT:				355.23	355.23		
COX COMMUNICATIONS	5301 JULY	Internet Service 100 Morning Star Rd.	07/08/2018	117.40	117.40	53879	07/24/2018
	7601- JULY	Internet Service 81 Elkhorn Rd.	07/01/2018	102.40	102.40	53869	07/12/2018
Total COX COMMUNICATIONS:				219.80	219.80		
DAMRON, BRITNY	42319, 4232	Reimbursement for Police ID cards: Britny and Steven	06/25/2018	10.00	10.00	53826	07/06/2018
Total DAMRON, BRITNY:				10.00	10.00		
DAY WIRELESS SYSTEM	2841	Repair hand held radio for Officer Gergen	06/15/2018	234.62	234.62	53827	07/06/2018
Total DAY WIRELESS SYSTEMS:				234.62	234.62		
DICK YORK'S AUTO SER	77953	Oil change, oil filter, and tire rotation for SVPD4 (Invoice	06/15/2018	110.68	110.68	53828	07/06/2018
	78051	Oil change and oil filter for SVPD2 (Order #78051)	06/27/2018	61.38	61.38	53828	07/06/2018
Total DICK YORK'S AUTO SERVICE:				172.06	172.06		
FEDEX	6-192-06431	Cost of shipping evidence to the Meridian Lab (SVPD2	05/24/2018	17.27	17.27	53829	07/06/2018
Total FEDEX:				17.27	17.27		
FLANNIGAN, NANCY	AIC TRAININ	Mileage reimbursement for AIC conference in Boise	06/25/2018	154.00	154.00	53830	07/06/2018
	AIC TRAININ	Residence Inn Marriott parking reimbursement for AIC	06/25/2018	15.00	15.00	53830	07/06/2018
	AIC TRAININ	1 meal per diem	06/25/2018	25.50	25.50	53830	07/06/2018

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total FLANNIGAN, NANCY:				194.50	194.50		
GEM STATE PAPER	1239233-00	hand soap, forks, toilet seat covers, paper towels, tissu	06/15/2018	322.59	322.59	53831	07/06/2018
Total GEM STATE PAPER:				322.59	322.59		
GEM STATE WELDERS S	180908	Monthly rental for oxygen and acetylene torch cylinder	06/30/2018	15.60	15.60	53870	07/12/2018
Total GEM STATE WELDERS SUPPLY INC:				15.60	15.60		
GRAINGER	9810430687	Hard hats - safety vest	06/06/2018	77.36	77.36	53832	07/06/2018
Total GRAINGER:				77.36	77.36		
GRANICUS, INC.	100062	Monthly Services missed January 2018 - June 2018	06/30/2018	3,833.22	3,833.22	53876	07/12/2018
	100063	Monthly Service July 2018	06/21/2018	643.20	643.20	53876	07/12/2018
Total GRANICUS, INC.:				4,476.42	4,476.42		
GREAT AMERICA FINAN	22916376	Copier lease - Admin - June 2018	06/28/2018	199.00	199.00	53871	07/12/2018
	22916377	Copier lease - Police June 2018	06/28/2018	89.00	89.00	53871	07/12/2018
Total GREAT AMERICA FINANCIAL SVCS:				288.00	288.00		
GUNARAMA WHOLESAL	950986	2 New duty weapons (Glock Gen-4)	05/25/2018	968.00	968.00	53833	07/06/2018
Total GUNARAMA WHOLESALE, INC:				968.00	968.00		
HENRY SCHEIN, INC.	54373741,54	Tourniquets, gauze, and sheers	06/13/2018	183.10	183.10	53834	07/06/2018
	54373741,54	EMS supplies: Epinephrine and 2 suction devices (see	06/13/2018	1,712.15	1,712.15	53834	07/06/2018
	CM19042312	Credit for returning nasal airway devices	03/15/2018	116.80-	116.80-	53834	07/06/2018
Total HENRY SCHEIN, INC.:				1,778.45	1,778.45		
IDAHO LUMBER	728046	Band saw purchase	05/17/2018	306.74	306.74	53835	07/06/2018
	729178	Band saw blade	05/25/2018	9.99	9.99	53835	07/06/2018
	729178	2x6x16' pressure treat board	05/25/2018	38.71	38.71	53835	07/06/2018
Total IDAHO LUMBER:				355.44	355.44		
IDAHO MOUNTAIN EXPR	MAY 2018	Legal 5/10, assistant planner posting, legal 6/1	05/31/2018	454.18	454.18	53836	07/06/2018
Total IDAHO MOUNTAIN EXPRESS:				454.18	454.18		
IDAHO POWER	0641-JULY	Juniper/Elkhorn Rd Light	07/13/2018	1.34	1.34	54501	07/24/2018
	70641-JUNE	Juniper/Elkhorn Rd Light	07/05/2018	4.43	4.43	53872	07/12/2018
	79457-JUN 1	100 Arrowleaf cell / Sun Valley FD	06/25/2018	20.17	20.17	53812	07/05/2018
	79457-JUN 1	100 Arrowleaf Fire/ Sun Valley	06/25/2018	310.98	310.98	53812	07/05/2018
	79457-JUN 1	208 E Sun Valley Rd	06/25/2018	5.58	5.58	53812	07/05/2018
	79457-JUN 1	81 Elkhorn Rd	06/25/2018	638.55	638.55	53812	07/05/2018
	79457-JUN 1	Street Lights	06/25/2018	55.08	55.08	53812	07/05/2018
	79457-JUN 1	Traffic Lights	06/25/2018	25.76	25.76	53812	07/05/2018
Total IDAHO POWER:				1,061.89	1,061.89		
IDAHO TRAFFIC SAFETY,	189545	Road striping double yellow/white fog lines	06/14/2018	9,147.50	9,147.50	53837	07/06/2018

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total IDAHO TRAFFIC SAFETY, INC:				9,147.50	9,147.50		
INTEGRATED TECHNOL	4641	Credit for returned toners - wrong ones were ordered	05/10/2018	546.00-	546.00-	53813	07/05/2018
	4658	Credit for returned toners - no longer have this printer	05/17/2018	456.00-	456.00-	53813	07/05/2018
	96279	1 Black, 1 Cyan, 1 Magenta and 1 Yellow cartridge for	05/16/2018	348.79	348.79	53813	07/05/2018
	97259	Contract base rate - City Hall	05/29/2018	58.57	58.57	53813	07/05/2018
	97259	Contract copies- City Hall	05/29/2018	272.29	272.29	53813	07/05/2018
	97267	Contract base rate and copies - Police Dept (4/27/18-5	05/29/2018	33.47	33.47	53813	07/05/2018
	97805	Contract copies and base rate- Fire Dept- May 2018	06/11/2018	108.76	108.76	53813	07/05/2018
	98342	1 Black cartridge for Crosby	06/19/2018	96.00	96.00	53813	07/05/2018
	98946	Contract base rate and copies - Police Dept (5/27/18-6	06/27/2018	33.47	33.47	53813	07/05/2018
	99227	Contract base rate - City Hall	06/28/2018	58.57	58.57	53813	07/05/2018
	99227	Contract copies- City Hall	06/28/2018	298.43	298.43	53813	07/05/2018
	99559	Contract copies and base rate- Fire Dept- June 2018	07/05/2018	55.79	55.79	53873	07/12/2018
Total INTEGRATED TECHNOLOGIES:				362.14	362.14		
INTERMOUNTAIN GAS C	3000 2 JUNE	81 Elkhorn account 14671230002	06/22/2018	46.42	46.42	53814	07/05/2018
	3000 2 JUNE	100 Arrowleaf account 25105330002	06/22/2018	25.40	25.40	53814	07/05/2018
	3000 2 JUNE	81 Elkhorn account 42384330009	06/22/2018	51.57	51.57	53814	07/05/2018
Total INTERMOUNTAIN GAS COMPANY:				123.39	123.39		
JOE'S BACKHOE SERVIC	232673	Removing trees, willows and drainage improvement El	06/20/2018	9,901.00	9,901.00	1016	07/06/2018
	232760	Restacking retaining blocks at sand shed.	06/28/2018	750.00	750.00	53838	07/06/2018
Total JOE'S BACKHOE SERVICE:				10,651.00	10,651.00		
KETCHUM COMPUTERS	15103	Server check, change backups, shut down Katrins acc	06/01/2018	77.50	77.50	53865	07/06/2018
	15103	Police activity database drop down not working with ne	06/01/2018	77.50	77.50	53865	07/06/2018
	15103	Bitdefender support testing for Mobile Data	06/01/2018	72.50	72.50	53865	07/06/2018
	15103	Fiber planning call with Syringa	06/01/2018	38.75	38.75	53865	07/06/2018
	15103	Install A/V on Maddy's PC	06/01/2018	77.50	77.50	53865	07/06/2018
	15103	Fix issues with Bitdefender and Mobile Data, setup on	06/01/2018	155.00	155.00	53865	07/06/2018
	15103	Laptop remote access planning, MDC software for Poli	06/01/2018	155.00	155.00	53865	07/06/2018
	15103	Work with Clay on static IP addresses, budget plannin	06/01/2018	77.50	77.50	53865	07/06/2018
	15103	Change backups, conduit planning for fiber	06/01/2018	77.50	77.50	53865	07/06/2018
	15103	MDC and static addresses for Police workstations	06/01/2018	155.00	155.00	53865	07/06/2018
	15103	Active directory sync issue, IWorq Bak file, Laserfiche t	06/01/2018	116.25	116.25	53865	07/06/2018
	15103	Install two patrol computers for SVPD with user logins	06/01/2018	620.00	620.00	53865	07/06/2018
	15103	Assist Isabel with Outlook	06/01/2018	38.75	38.75	53865	07/06/2018
	15103	Police software for new workstations, adjust camera se	06/01/2018	155.00	155.00	53865	07/06/2018
	15103	Install and program wireless access point for Council C	06/01/2018	116.25	116.25	53865	07/06/2018
	15139	Install Veripic admin for Rachel, Walt address book iss	06/18/2018	155.00	155.00	53865	07/06/2018
	15139	Change backups, check servers, updates for Wendy, I	06/18/2018	155.00	155.00	53865	07/06/2018
	15139	Change backup drives, assist Bill with email receipts a	06/18/2018	77.50	77.50	53865	07/06/2018
Total KETCHUM COMPUTERS:				2,397.50	2,397.50		
LES SCHWAB	1170048490	OshKosh tire repair.	06/18/2018	39.00	39.00	53839	07/06/2018
Total LES SCHWAB:				39.00	39.00		
LUTZ RENTALS	82982-1	Refilled propane bottle for City Hall bbq.	05/30/2018	16.47	16.47	53840	07/06/2018

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total LUTZ RENTALS:				16.47	16.47		
MATERIAL TESTING & IN	154021 R&P	Sun Valley Road and Path Bond Year 1	06/04/2018	85.00	85.00	1017	07/06/2018
Total MATERIAL TESTING & INSPECTION:				85.00	85.00		
NAPA AUTO PARTS	936010	Engine 60 light bulb	06/12/2018	48.47	48.47	53841	07/06/2018
Total NAPA AUTO PARTS:				48.47	48.47		
NELSON AUTO SERVICE	11644	Replace brake pads and rotors on SVPD4	06/26/2018	419.06	419.06	53842	07/06/2018
Total NELSON AUTO SERVICE & QUICK LUBE:				419.06	419.06		
NEVINS, JEFF	SCENIC LO	Reimbursement for WLF (Scenic Loop in Texas): Lodgi	06/13/2018	632.25	632.25	53843	07/06/2018
Total NEVINS, JEFF:				632.25	632.25		
OHIO GULCH TRANSFER	85606	Clean Wood Waste for the dump	06/13/2018	1.70	1.70	53844	07/06/2018
Total OHIO GULCH TRANSFER STATION:				1.70	1.70		
O'REILLY AUTO PARTS	4635-367213	Oil filter (+ 1 spare) for Engine 65	06/24/2018	40.56	40.56	53845	07/06/2018
Total O'REILLY AUTO PARTS:				40.56	40.56		
PIPECO, INC.	S3054356.00	Replacement sprinkler heads for City Hall and Elkhorn	06/11/2018	332.50	332.50	53846	07/06/2018
	S3060456.00	Irrigation repair parts.	06/14/2018	219.79	219.79	53846	07/06/2018
Total PIPECO, INC.:				552.29	552.29		
RIVER RUN AUTO	6538-128042	Air filters for 2004 & 2016 F-350	05/22/2018	48.05	48.05	53847	07/06/2018
	6538-128042	Service parts for X-Mark commercial mower	05/22/2018	62.57	62.57	53847	07/06/2018
Total RIVER RUN AUTO:				110.62	110.62		
S&C ASSOCIATES LLC	1199	Year One Bond Project meetings and site visits	06/06/2018	2,520.00	2,520.00	1018	07/06/2018
Total S&C ASSOCIATES LLC:				2,520.00	2,520.00		
SAFETY SUPPLY & SIGN	164188, 164	6 stop signs for replacement.	05/18/2018	227.06	227.06	53848	07/06/2018
	164188, 164	25 brown powder coated sign posts.	05/18/2018	1,540.89	1,540.89	53848	07/06/2018
Total SAFETY SUPPLY & SIGN CO. INC.:				1,767.95	1,767.95		
SAWTOOTH WOOD PRO	107144	Chainsaw sharpening.	05/30/2018	21.00	21.00	53849	07/06/2018
Total SAWTOOTH WOOD PRODUCTS, INC:				21.00	21.00		
SPACESAVER INTERMO	70818	11 New lockers for Police locker room.	05/24/2018	4,500.00	4,500.00	53850	07/06/2018
	70818	11 New lockers for Police locker room.	05/24/2018	9,921.00	9,921.00	53850	07/06/2018
Total SPACESAVER INTERMOUNTAIN:				14,421.00	14,421.00		
STATE INSURANCE FUN	PREMIUM M	Payroll Report Premium 5/1/18 to 6/1/2018	07/05/2018	5,781.00	5,781.00	53875	07/12/2018

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total STATE INSURANCE FUND:				5,781.00	5,781.00		
STOREY, SLATER	HAZ MAT TE	Fuel/meal reimbursement to drive to Driggs Idaho for H	06/01/2018	272.12	272.12	53851	07/06/2018
Total STOREY, SLATER:				272.12	272.12		
SUN VALLEY AIR SERVIC	LOT APR 20	April 2018 1% Air Service LOT	06/30/2018	34,832.86	34,832.86	53874	07/12/2018
Total SUN VALLEY AIR SERVICE BOARD:				34,832.86	34,832.86		
SUN VALLEY CLEANERS,	MAY 18	Dry cleaning for Police uniforms (4/25/18-5/23/18)	05/25/2018	336.95	336.95	53852	07/06/2018
Total SUN VALLEY CLEANERS, INC:				336.95	336.95		
SYRINGA	PED RELOC	Relocated utility box on Wildflower Path.	05/29/2018	1,252.34	1,252.34	1019	07/06/2018
Total SYRINGA:				1,252.34	1,252.34		
TERNET, BRYCE	AIC CONF R	AIC 2018 AIC Annual Conference Reimbursement	06/20/2018	203.68	203.68	53853	07/06/2018
	LUNCH MEE	Reimbursement for lunch meeting with Blaine County	05/29/2018	27.54	27.54	53853	07/06/2018
Total TERNET, BRYCE:				231.22	231.22		
TIM'S ELECTRIC, INC.	24228	Added outlets for TV's at Elkhorn Fire station	06/18/2018	102.53	102.53	53854	07/06/2018
Total TIM'S ELECTRIC, INC.:				102.53	102.53		
TRANSUNION RISK & AL	JUNE	Person search online subscription. Month of June 2018	07/01/2018	25.00	25.00	53880	07/24/2018
Total TRANSUNION RISK & ALTERNATIVE DATA:				25.00	25.00		
UL LLC	7202025510	Ladder testing for Engine 61	05/29/2018	1,995.00	1,995.00	53855	07/06/2018
	7202025510	Ladder inspection for all ground ladders	05/29/2018	1,038.80	1,038.80	53855	07/06/2018
Total UL LLC:				3,033.80	3,033.80		
UNITED OIL	501065	Oil for oil changes on: Chief 1, Engine 64,65,66 and Pu	06/19/2018	440.00	440.00	53815	07/05/2018
	885774	Fuel for all Police department vehicles 6/16/18-6/30/18	06/30/2018	575.29	575.29	53815	07/05/2018
	885775	Fuel for all Fire departments vehicles 6/16/18- 6/28/18.	06/30/2018	586.19	586.19	53815	07/05/2018
	885776	June 2018 fuel purchases	06/30/2018	305.52	305.52	53815	07/05/2018
	885777	June 2018 fuel purchases	06/30/2018	36.12	36.12	53815	07/05/2018
	886963	Fuel for all Fire departments vehicles 7/2/18- 7/15/18. I	07/15/2018	593.15	593.15	53881	07/24/2018
	886964	Fuel for all Fire departments vehicles 7/1/18- 7/13/18. I	07/15/2018	334.12	334.12	53881	07/24/2018
	886964	Fuel for fire vehicles commuting to WLF's (Nevins & Ti	07/15/2018	596.76	596.76	53881	07/24/2018
	886965	July 2018 fuel purchases	07/15/2018	72.48	72.48	53881	07/24/2018
	886966	July 2018 fuel purchases	07/15/2018	72.41	72.41	53881	07/24/2018
Total UNITED OIL:				3,612.04	3,612.04		
VALLEY CO-OPS OMC/	025853/9	Heavy duty extention cord ends	05/18/2018	37.96	37.96	53856	07/06/2018
Total VALLEY CO-OPS OMC:				37.96	37.96		
VORTEX OPTICS	119036	2 pairs of binoculars (Allen & Company)	06/22/2018	239.98	239.98	53857	07/06/2018

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Total VORTEX OPTICS:				239.98	239.98		
WALKER SAND AND GRA	18180	Fork lift time for unloading V-plow for summer storage.	05/31/2018	33.75	33.75	53858	07/06/2018
Total WALKER SAND AND GRAVEL:				33.75	33.75		
WEBB LANDSCAPING	B-IN-125810	3 yards bulk bark for landscape areas.	06/26/2018	179.97	179.97	53859	07/06/2018
	B-IN-125932	Load #2 bulk bark for landscape areas.	06/28/2018	179.97	179.97	53859	07/06/2018
Total WEBB LANDSCAPING:				359.94	359.94		
WELLS FARGO SAFE DE	SAFE DEPO	Annual safe deposit box renewal	06/05/2018	55.00	55.00	53860	07/06/2018
Total WELLS FARGO SAFE DEPOSIT BOX:				55.00	55.00		
WHITE GLOVE	5406	Carpet cleaning street shop office.	06/06/2018	85.00	85.00	53861	07/06/2018
Total WHITE GLOVE:				85.00	85.00		
WHITE PETERSON	MAY 2018	Legal Services - General Matters - Non-privileged	05/31/2018	2,500.00	2,500.00	53866	07/06/2018
	MAY-P&Z	Legal Services May 2018 PZ and CC	05/31/2018	560.00	560.00	53866	07/06/2018
Total WHITE PETERSON:				3,060.00	3,060.00		
WOOD RIVER LOCK SHO	12651	6 car keys for SVPD 2,3,4.	06/25/2018	35.78	35.78	53862	07/06/2018
Total WOOD RIVER LOCK SHOP:				35.78	35.78		
Grand Totals:				160,612.47	160,612.47		

Report Criteria:

Detail report type printed

Vendor Name	Invoice #	Invoice Date	Description	Account #	Dept.	Amount
AIR ST. LUKE'S MEMBERSHIP	2018-071018	07/10/2018	+ 3 new hires - Whiting, Damron, Hafer & -2 departures - Logsdon, Benz	10-415-480	ADM	45.00
ALPINE TREE SERVICE, INC.	35743	06/29/2018	TREE REMOVAL for Wildflower path construction	55-431-710		1,147.50
ARBORCARE RESOURCES, INC	39418	06/28/2018	Tree maintenance City Hall.	10-431-620	STR	469.00
ASSOCIATION OF IDAHO CITIE	9254	07/01/2018	FY 2019 AIC Membership Dues	10-415-480	ADM	575.20
ATKINSON'S MARKET	4606247	07/11/2018	Atkinsons - Allen & Company food: Donuts, bananas, and OJ	10-421-290	POLI	24.89
ATKINSON'S MARKET	6259830	07/02/2018	Food for BBQ on 7/3	10-411-476	LEGI	96.60
ATKINSON'S MARKET	8168654	07/02/2018	Atkinsons - Food for special council meetings 7/2/18 & 7/3/18	10-411-476	LEGI	29.12
ATKINSON'S MARKET	8170714	07/05/2018	Atkinsons - Food for regular council meeting 7/5/18	10-411-476	LEGI	30.26
ATKINSON'S MARKET	8174248	07/10/2018	Atkinsons - Allen & Company food: fruit, nuts, bars, powerade	10-421-290	POLI	114.38
ATKINSON'S MARKET	8175471	07/12/2018	Atkinsons - Allen & Company food: Donuts, bananas, and cliff bars	10-421-290	POLI	36.31
AVENET, LLC	42915	07/23/2018	Upgrade & license for City website	10-415-435	ADM	3,340.00
BUSINESS AS USUAL	142619	06/22/2018	Black marker for hydrants	10-423-320	FIRE	4.50
COP QUEST	466421	06/29/2018	Ear phone connection/ earpieces in small and medium (all Officers).	10-421-320	POLI	248.22
COPY & PRINT	90905	07/09/2018	Business cards for Damron and Whiting	10-421-320	POLI	79.98
DICK YORK'S AUTO SERVICE	78300	07/12/2018	New battery for SVPD4	10-421-600	POLI	210.14
DICK YORK'S AUTO SERVICE	78378	07/18/2018	Tire Repair for CDD (Order #78378)	10-418-600	COM	39.88
FINI MACHINERY	9121	07/01/2018	Department of transportation inspection for Eng 60-66	10-423-600	FIRE	930.00
GALLS LLC	010167260	06/21/2018	1 Pair of handcuffs for new Officer	10-421-665	POLI	23.99
GALLS LLC	10218105	06/28/2018	2 Tactical plate carrier vests for Johnson and Olsen	10-421-665	POLI	133.98
GALLS LLC	10293518	07/11/2018	Duty holster for new Officer	10-421-665	POLI	94.99
GALLS LLC	10293518	07/11/2018	Pair of boots each for new Officers: Britny and Steven.	10-421-665	POLI	259.98
GO-FER IT EXPRESS INC	77775	07/02/2018	Delivered bond signs	55-431-750		92.00
GOVERNMENT FINANCE OFFIC	127592- ANN	06/25/2018	1 Membership Renewal - Treasurer -Wendy Crosby	10-415-480	ADM	160.00
GUNDERSON, AARON	REIMB TRA	06/28/2018	Reimbursement for gasoline expenses	10-418-470	COM	85.65
GUNDERSON, AARON	REIMB TRA	06/28/2018	Reimbursement for lodging expenses	10-418-470	COM	386.64
GYM OUTFITTERS	WO-1948	06/21/2018	Maintenance on Gym equipment at Elkhorn Fire station	10-423-585	FIRE	95.00
HENRY SCHEIN, INC.	54373744,55	06/20/2018	Gloves in medium and large, and filter needle.	10-423-325	FIRE	60.28
HENRY SCHEIN, INC.	54373744,55	06/20/2018	Vent chest seal/patch for Police medical bags	10-423-325	FIRE	71.58
IDAHO LUMBER	735303	07/10/2018	Band saw replacement blades.	10-431-340	STR	63.96
IDAHO MATERIALS & CONSTR	PAY APP #1	07/18/2018	IMC payment application #1	55-431-710		119,185.39
IDAHO MOUNTAIN EXPRESS	12581030	06/06/2018	Legal Notice June PZ Meeting	10-418-440	COM	121.44
IMPERIAL ASPHALT	3721	07/02/2018	Crack sealing streets for friction seal.	10-431-780	STR	5,963.00
JOE'S BACKHOE SERVICE	232896	07/19/2018	Wildflower path excavation and sloping the bank.	55-431-710		4,467.50
KETCHUM COMPUTERS	15184	07/02/2018	Caselle issue for Terrence, server check, change backups, quote for laptops to be used f	10-415-427	ADM	426.25
KETCHUM COMPUTERS	15184	07/02/2018	Install Laserfiche for Rachel, check Walt's workstation	10-421-427	POLI	155.00
KETCHUM COMPUTERS	15184	07/02/2018	Laserfiche permissions and security setup, backups, check server	10-415-427	ADM	116.25
KETCHUM COMPUTERS	15184	07/02/2018	Nancy account lockout issue, planning for off site backups	10-415-427	ADM	77.50
KETCHUM COMPUTERS	15184	07/02/2018	New police users, setup email addresses	10-421-427	POLI	155.00
KETCHUM COMPUTERS	15184	07/02/2018	Server update and reboot	10-415-427	ADM	77.50
KETCHUM COMPUTERS	15220	07/16/2018	Change backups, look at GIS issue, install new printer for Terrence	10-415-427	ADM	310.00
KETCHUM COMPUTERS	15220	07/16/2018	New officer setup	10-421-427	POLI	155.00
KETCHUM COMPUTERS	15220	07/16/2018	Weekly check, transfer backups, assist Wendy with laptop login	10-415-427	ADM	77.50
LAKE SHORE INDUSTRIES INC.	B33540	07/09/2018	Fireweed DR sign	10-431-780	STR	306.64
LAWSON PRODUCTS	9305937394	06/29/2018	Allthread rod and electrical conectors.	10-431-320	STR	227.17
LES SCHWAB	1170048674	06/26/2018	Flat tire repair for Ford F550 (64)	10-423-600	FIRE	30.00
LES SCHWAB	1170048674	06/26/2018	Replacement of damaged tire for Engine 64	10-423-600	FIRE	344.09
LONGSTREET, REBEKAH	REIMB TRA	06/28/2018	Reimbursement for gasoline expenses	10-418-470	COM	135.48

Vendor Name	Invoice #	Invoice Date	Description	Account #	Dept.	Amount
LONGSTREET, REBEKAH	REIMB TRA	06/28/2018	Reimbursement for lodging expenses	10-418-470	COM	312.86
MATERIAL TESTING & INSPECT	154888	07/02/2018	Sun Valley Road and Path Bond Year 1 projects - testing	55-431-430		755.04
MATERIAL TESTING & INSPECT	155259	07/13/2018	Sun Valley Road and Path Bond Year 1 projects - testing	55-431-430		1,607.28
NELSON AUTO SERVICE & QUI	11287	07/19/2018	Motor mount replacement for SVPD4	10-421-600	POLI	198.89
NEVINS, JEFF	REIM MEAL	07/07/2018	1 dinner per diem for Nevins on the Martin WLF	10-423-365	FIRE	28.05
OHIO GULCH TRANSFER STATI	87239	06/26/2018	Dump fee's for tree branches	10-431-780	STR	1.00
O'REILLY AUTO PARTS	4635-371697	07/17/2018	Jump start box for for the Police Department (to replace old one)	10-421-595	POLI	219.99
O'REILLY AUTO PARTS	4635-371860	07/17/2018	Oil filter for Squad 1 (Suburban)	10-423-600	FIRE	2.71
PERRY'S	ALLEN CO F	07/13/2018	Allen & Company food: Breakfast on 7-13-18 (feeding 16 people)	10-421-290	POLI	123.15
PIPECO,INC.	S3108980.00	07/17/2018	Irrigation repair parts at Festival Meadows.	10-431-790	STR	55.96
PROFORCE LAW ENFORCEME	350481	07/09/2018	2 replacement Tasers, holsters, batteries and cartridges.	10-421-340	POLI	2,385.00
RIVER RUN AUTO	6538-129079	06/19/2018	Light bulb for spot light on Engine 66	10-423-600	FIRE	13.55
RIVER RUN AUTO	6538-129079	06/19/2018	Oil and air filters for: C1, Engine 64, and Walt's vehicle.	10-423-600	FIRE	66.47
RIVER RUN AUTO	6538-129079	06/19/2018	Premium filters for Engine 64 and 65	10-423-600	FIRE	56.33
ROAD WORK AHEAD CONSTRU	39185,39186	06/30/2018	4 bond signs	55-431-750		289.36
ROAD WORK AHEAD CONSTRU	39185,39186	06/30/2018	Cardboard reusable caution signs for bond projects.	55-431-750		180.00
ROAD WORK AHEAD CONSTRU	39185,39186	06/30/2018	Sign stands for bond signs.	55-431-750		642.50
ROBERTS ELECTRIC, INC	404230A	06/14/2018	Prepair for Syringa internet at City Hall.	10-431-614	STR	1,107.59
S&C ASSOCIATES LLC	1208,1209	07/13/2018	Program management CH2MHill - June 2018 task order review	55-431-750		157.50
S&C ASSOCIATES LLC	1208,1209	07/13/2018	Year 1 project oversight thru 6/30	55-431-429		5,988.75
STERLING CODIFIERS, INC.	20896	06/21/2018	Code Supplement #21 - Ordinances 521 and 525	10-415-420	ADM	179.00
SUN VALLEY CAR WASH	WASH VOU	07/10/2018	Car wash vouchers for Police vehicles (Qty 23)	10-421-600	POLI	200.00
SUN VALLEY CLEANERS, INC	JUN 18	06/25/2018	Dry cleaning for Police uniforms (5/30/18-6/20/18)	10-421-630	POLI	341.95
SUN VALLEY COMPANY	IRR PARTS-	07/18/2018	Irrigation parts for the Wildflower path relocation bond project.	55-431-710		7.21
SUN VALLEY COMPANY	IRR PARTS-	07/18/2018	Irrigation parts for the Wildflower path relocation bond project.	55-431-710		399.21
SUN VALLEY COMPANY	IRR PARTS-	07/18/2018	Irrigation parts for the Wildflower path relocation bond project.	55-431-710		435.35
TERNET, BRYCE	9992Z	07/19/2018	Lunch Meeting (BT, BD, PH) with Prospective Building Official	10-418-470	COM	80.78
TREASURE VALLEY COFFEE	5653641	07/17/2018	Coffee for Admin	10-415-320	ADM	37.08
TREASURE VALLEY COFFEE	5653641	07/17/2018	Coffee for Community Development Department	10-418-320	COM	37.08
TREASURE VALLEY COFFEE	5653641	07/17/2018	Coffee for Fire Department	10-423-320	FIRE	37.08
TREASURE VALLEY COFFEE	5653641	07/17/2018	Coffee for Police Department	10-421-320	POLI	37.08
TREASURE VALLEY COFFEE	5653641	07/17/2018	Coffee for Streets Department	10-431-320	STR	37.08
UNIFORMS 2 GEAR	83939	07/03/2018	2 Pairs of uniform pants for Damron and Whiting	10-421-665	POLI	96.96
WEBB LANDSCAPING	125102,1250	07/13/2018	Grass seed to repair areas at Festival Meadows	10-431-790	STR	17.58
WEBB LANDSCAPING	125102,1250	07/13/2018	Top soil to repair areas at Festival Meadows	10-431-790	STR	15.96
WEIDNER FIRE	52053	07/10/2018	Name patch for back of turnout coat: B.Griffin	10-423-631	FIRE	82.03
WHITE PETERSON	JUN 18	06/30/2018	Legal Services - General Matters - Non-privileged	10-415-425	ADM	2,500.00
WHITE PETERSON	JUNE 18	06/30/2018	Legal Services - June 2018	10-418-420	COM	122.50
Grand Totals:						160,135.65

Finance Committee Chair, Keith Saks: _____

Date : _____