

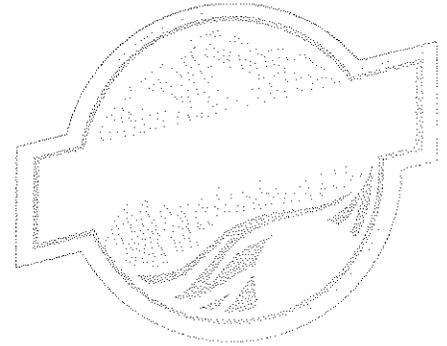
Revised 06/04/2012

**CITY COUNCIL CALENDAR OF THE CITY OF KETCHUM, IDAHO**

Monday, June 4, 2012, beginning at 5:30 p.m.

480 East Avenue, North, Ketchum, Idaho

Approximate starting time for each agenda item is indicated at left.



- 5:30 1. CALL TO ORDER
- 5:30 2. COMMUNICATIONS FROM MAYOR AND COUNCILORS.
- 5:35 a) Resolution 12-010: Accepting the canvassed election results for the May 15, 2012 Special Municipal Election. Tab 1
- 5:40 b) Approval of minutes from the May 21, 2012 Council meeting. Tab 2
- 5:45 c) Recommendation to approve current bills and payroll summary. Tab 3
- 5:50 d) Recognition of the service of City Councilors Charles Friedman and Curtis Kemp.
- 5:55 e) Oath of Office for new City Councilors Michael David and Jim Slanetz.
- 6:00 f) Oath of Office for Volunteer Firefighters. Tab 4
3. COMMUNICATIONS FROM THE PUBLIC.
- 6:15 a) Communications from the public.
- 6:30 **b) Music & Art Showcase Sun Valley (MASSV) event update - Jen Smith, Director of Parks & Recreation.** Tab 7
- 6:50 c) Request to waive the event application fee and provide liability insurance for the Summer Marley in the Mountains 2012 event - Danny Walton. Tab 5
4. COMMUNICATIONS FROM CITY STAFF.
- 7:10 a) Request to extend the City's liability insurance coverage to special events occurring in FY2012-13 - Sharon Arms. Tab 6
- ~~b) Music & Art Showcase Sun Valley (MASSV) event update - Jen Smith, Director of Parks & Recreation. Tab 7~~
- 7:20 5. COMMUNICATIONS FROM THE PRESS.
6. AGREEMENTS AND CONTRACTS.
- 7:25 a) 2012 Forest Service and Bureau of Land Management Annual Operating Plan and Cooperative Fire Agreement - Asst. Fire Chief Robbie Englehart. Tab 8
7. COMMUNICATIONS FROM CITY ADMINISTRATOR.
- 7:35 a) Preliminary FY2012-2013 Budget Overview and Proposed Objectives - Gary Marks, City Administrator.
8. EXECUTIVE SESSION to discuss personnel, litigation and land acquisition pursuant to Idaho Code §§67-2345 1(a) (b), (c) and (f).
- 8:20 9. ADJOURNMENT.

Any person needing special accommodations to participate in the above noticed meeting should contact the City of Ketchum three days prior to the meeting at (208) 726-3841.

This agenda is subject to revisions and additions. NOTE: Revised portions of the agenda are underlined in **bold**. Public information on agenda items is available in the Clerk's Office located at 480 East Ave. N in Ketchum or (208) 726-3841.

Check out our website: [www.ketchumidaho.org](http://www.ketchumidaho.org).

# City of Ketchum, Idaho

P.O. Box 2315 Ketchum, ID 83340 (208) 726-3841 Fax: (208) 726-8234



May 30, 2012

Mayor Hall and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Hall and City Councilors:

## June 4, 2012 City Council Agenda Report

The regular Council meeting will begin at **5:30 p.m.**

Special note concerning the order of business for the June 4<sup>th</sup> Council meeting due to the succession of new council members (as provided by Idaho Code):

*Idaho Code 50-702 provides that following a general City election where members of the City Council are elected, "...the incumbents shall meet and conduct such business as may be necessary to conclude the fiscal matters of the preceding year; the newly elected shall then subscribe to the oath of office, be presented certificates of election, assume the duties of their positions, and conduct such business as may be necessary..."*

### 2. COMMUNICATIONS FROM MAYOR AND COUNCIL.

- a) Resolution 12-010: Accepting the canvassed election results for the May 15, 2012 Special Municipal Election.

Resolution 12-010 accepts the canvassed election results from the Blaine County Board of Commissioners and proclaims the results of the Special Municipal Election held in the City of Ketchum, Idaho, on Tuesday, May 15, 2012, as final. A staff report from Sandy Cady has been provided in the packet for Council review.

**RECOMMENDATION:** Staff respectfully recommends the City Council approve Resolution 12-010, accepting the canvassed election results from the Blaine County Board of Commissioners and proclaiming the results of the Special Municipal Election held in the City of Ketchum, Idaho, on Tuesday, May 15, 2012, as final.

**RECOMMENDED MOTION:** *"I move to approve Resolution 12-010, accepting the canvassed election results from the Blaine County Board of Commissioners and proclaiming the results of the Special Municipal Election held in the City of Ketchum, Idaho, on Tuesday, May 15, 2012, as final."*

This is a legislative matter.

- b) Approval of minutes from the May 21, 2012 Council meeting.

Copies of the minutes from the May 21, 2012 Council meeting have been provided in the packet of Council review.

RECOMMENDATION: Staff respectfully recommends the minutes of the May 21, 2012 City Council meeting be approved.

**RECOMMENDED MOTION: *"I move to approve the minutes of the May 21, 2012 City Council meeting."***

This is a legislative matter.

- c) Recommendation to approve current bills and payroll summary.

A list of bills for approval and the payroll summary have been included in the packet for Council review.

RECOMMENDATION: Staff respectfully recommends the City Council approve the list of bills and the payroll summary provided in the Council packet.

**RECOMMENDED MOTION: *"I move to approve the list of bills and the payroll summary provided in the Council packet."***

This is a legislative action.

- d) Recognition of the service of City Councilors Charles Friedman and Curtis Kemp.

Mayor Randy Hall will recognize the service of outgoing City Councilors Charles Friedman and Curtis Kemp.

RECOMMENDATION: None.

**RECOMMENDED MOTION: None.**

This is an executive action.

- e) Oath of Office for new City Councilors Michael David and Jim Slanetz.

Mayor Randy Hall will administer the oaths of office to new City Councilors Michael David and Jim Slanetz.

RECOMMENDATION: None.

**RECOMMENDED MOTION: None.**

This is an executive action.

f) Oath of Office for Volunteer Firefighters.

Mayor Randy Hall will administer the oaths of office to new volunteer firefighters. A staff report from Chief Elle has been provided in the packet for Council review.

RECOMMENDATION: None.

**RECOMMENDED MOTION: None.**

This is an executive action.

3. COMMUNICATIONS FROM CITY STAFF.

b) Request to waive the event application fee, provide liability insurance and funding support for the Summer Marley in the Mountains 2012 event - Danny Walton.

Danny Walton, organizer of the Summer Marley in the Mountains 2012 event is seeking Council approval to waive the event application fee, extend the City's liability insurance coverage to his production and to provide financial support in the amount of \$5,000. If granted, financial support would be drawn from the General Fund contingency. A staff report from Sharon Arms, Ketchum Events Coordinator, has been provided in the packet for Council review.

RECOMMENDATION: Staff respectfully recommends the City Council waive the event application fee, extend the City's liability insurance coverage and provide financial support in the amount of \$5,000.

**RECOMMENDED MOTION: *"I move to waive the event application fee, extend the City's liability insurance coverage and provide financial support in the amount of \$5,000 to the Summer Marley in the Mountains 2012 community event."***

This is a legislative matter.

4. COMMUNICATIONS FROM CITY STAFF.

a) Request to extend the City's liability insurance coverage to special events occurring in FY2012-13 - Sharon Arms.

City staff is seeking Council approval for the extension of the City's liability insurance to a list of special events planned in Fiscal Year 2012-13. A staff report from Sharon Arms has been provided in the packet for Council review.

RECOMMENDATION: Staff respectfully recommends the City Council approve extension of the City's liability insurance coverage to events listed in the staff report.

**RECOMMENDED MOTION: *"I move to approve extension of the City's liability insurance coverage to events listed in the staff report from Sharon Arms dated May 15, 2012."***

This is a legislative matter.

- b) Music & Art Showcase Sun Valley (MASSV) event update - Jen Smith, Director of Parks & Recreation.

On May 7<sup>th</sup> the City Council extended the City's liability insurance coverage to the MASSV and also waived the event application fee. Jen Smith will update the Council on developments with the MASSV project since May 7<sup>th</sup>. A staff report from Jen has been provided in the packet for Council review.

RECOMMENDATION: None. This item is for informational purposes only.

**RECOMMENDED MOTION: None.**

This is an informational matter.

## 6. AGREEMENTS AND CONTRACTS.

- a) 2012 Forest Service and Bureau of Land Management Annual Operating Plan and Cooperative Fire Agreement - Asst. Fire Chief Robbie Englehart.

The Fire Department is seeking Council approval of the 2012 Forest Service and Bureau of Land Management (BLM) Annual Operating Plan and Cooperative Fire Agreement. This agreement facilitates the use of Forest Service and BLM resources in the event of wildland fires for a period of up to four (4) hours without cost. The agreement also allows the Forest Service and BLM to use the City's resources for wildland fires on the same terms. A staff report from Chief Elle has been provided in the packet for Council review.

RECOMMENDATION: Staff respectfully recommends the City Council approve the 2012 Forest Service and Bureau of Land Management Annual Operating Plan and Cooperative Fire Agreement.

**RECOMMENDED MOTION: *"I move to approve the 2012 Forest Service and Bureau of Land Management Annual Operating Plan and Cooperative Fire Agreement."***

This is a legislative matter.

7. COMMUNICATIONS FROM CITY ADMINISTRATOR.

- a) Preliminary FY2012-2013 Budget Overview and Proposed Objectives - Gary Marks, City Administrator.

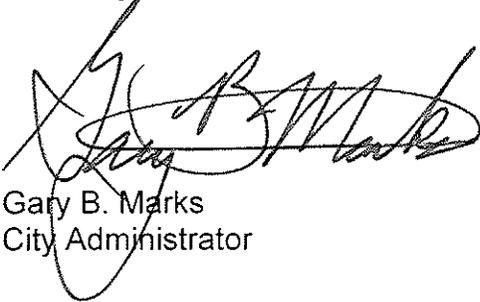
At Monday's meeting I will present the City's preliminary FY2012-2013 budget overview using a PowerPoint presentation format. My report will provide (a) financial data illustrating the City's current financial condition, (b) proposed budget objectives for construction of the FY2012-2013 budget, and (c) the preliminary framework of major funds within the FY2012-2013 budget based on current estimates for available fund balances, fiscal year revenues and fiscal year expenditures. The budget objectives will provide the basis for staff work in developing a budget that meets Council expectations.

RECOMMENDATION: I respectfully recommend the City Council review the proposed budget objectives and provide adjustments as deemed appropriate.

**RECOMMENDED MOTION: *"I move to approve the budget objectives as presented (or amended) for the FY2012-2013 City Budget."***

This is a legislative matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary B. Marks", written over a printed name and title.

Gary B. Marks  
City Administrator

# City of Ketchum, Idaho

P.O. Box 2315 Ketchum, ID 83340 (208) 726-3841 Fax: (208) 726-8234



June 4, 2012

Mayor Hall and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Hall and City Councilors:

RECOMMENDATION TO ADOPT RESOLUTION NO. 12-010,  
ACCEPTING THE CANVASSED ELECTION RESULTS  
FROM THE BLAINE COUNTY BOARD OF COMMISSIONERS

### Introduction/History

Due to the November 2011 election concerning a city-manager form of government the regular election for two city councilmember seats was not held. As a result a special election must be held in and for the City of Ketchum, Idaho, on Tuesday, May 15, 2012 for the purpose of electing city council members. Such election is necessary by reason of the general election for such offices not being had according to the time provided by law for such election.

In *Clark v. Wonnacott*, 30 Idaho 98, 162 P. 1074 (1917), it was held that where the legislature provides for the commencement and ending of terms of office, holders of such office serve until his successor is elected and qualified.

Pursuant to Idaho Code §50-405(3), a city may conduct an election on the third Tuesday in May.

### Current Report

The special election was held on May 15, 2012, for the purpose of electing 2 (two) city council members for a term of four years. The term of office runs until a successor is seated pursuant to the November 2015 general election.

The results of the May 15th election are outlined in Resolution No. 12-010.

### Financial Requirement/Impact

As of January 1, 2011 Election Consolidation took effect. The County Clerk is charged with running City Elections. Consolidated elections are being funded entirely by the state.

The only costs to the City are as follows:

1. Publishing a legal notice informing potential candidates about the filing deadline, the positions up for election and qualifications to run for office.
2. Forms for the Declarations & Petition of Candidacy, Declaration of Intent for write-in candidates and providing withdrawal forms to candidates.

3. Cities are required to pay ballot printing costs for any ballot measure in excess of 250 words.
4. Courtesy Publications: a. Where to Vote; b. Media articles and other methods to get the word out about the upcoming election.

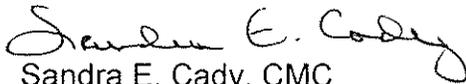
Recommendation

Adopt Resolution No. 12-010 accepting the canvassed election results from the Blaine County Board of Commissioners and proclaiming the results of the Special Municipal Election held in the City of Ketchum, Idaho, on Tuesday, May 15, 2012, as final.

Recommended Motion

*I move to adopt Resolution No. 12-010 accepting the canvassed election results from the Blaine County Board of Commissioners and proclaiming the results of the Special Municipal Election held in the City of Ketchum, Idaho, on Tuesday, May 15, 2012, as final.*

Sincerely,



Sandra E. Cady, CMC  
City Treasurer/Clerk

RESOLUTION NO. 12-010

A RESOLUTION OF THE CITY OF KETCHUM, IDAHO, ACCEPTING THE CANVASSED ELECTION RESULTS FROM THE BLAINE COUNTY BOARD OF COMMISSIONERS AND PROCLAIMING THE RESULTS OF THE SPECIAL MUNICIPAL ELECTION HELD IN SAID CITY ON TUESDAY MAY 15, 2012, AS FINAL.

WHEREAS, consolidation of elections became effective January 1, 2011. Pursuant to Section 34-1401, Idaho Code, all municipal elections shall be conducted by the county clerk of the county wherein the city lies, and elections shall be administered in accordance with the provisions of Title 34, Idaho Code.

WHEREAS, all candidates for the offices for City Council for the City of Ketchum, Idaho, have heretofore been nominated as provided by law, said nominees being as follows:

FOR CITY COUNCIL  
FOUR-YEAR TERM  
(Vote for Two)

Michael David  
Charles Friedman  
Mickey Garcia  
Julie C. Lynn  
Jim Slanetz

WHEREAS, due to the November 2011 election concerning a city-manager form of government the regular election for two city councilmember seats was not held. As a result a special election must be held in and for the City of Ketchum, Idaho, on Tuesday, May 15, 2012 for the purpose of electing city council members. Such election is necessary by reason of the general election for such offices not being had according to the time provided by law for such election.

In *Clark v. Wonnacott*, 30 Idaho 98, 162 P. 1074 (1917), it was held that where the legislature provides for the commencement and ending of terms of office, holders of such office serve until his successor is elected and qualified.

Pursuant to Idaho Code §50-405(3), a city may conduct an election on the third Tuesday in May.

WHEREAS, the special election was held on May 15, 2012, for the purpose of electing 2 (two) city council members for a term of four years. The term of office runs until a successor is seated pursuant to the November 2015 general election.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO:

The said election was duly held during the hours prescribed at the polling place designated. The Official Ballots prepared and distributed by the Blaine County Clerk, were used by the Voters at said Election for casting their votes.

The Blaine County Board of Commissioners canvassed the May 15, 2012 Election Results on Tuesday, May 22, 2012. Attachment A has Election Results by Precinct. Attachment B has Election Statistics by Precinct.

The City Council of the City of Ketchum, Idaho, hereby accepts the canvassed election results from the Blaine County Board of Commissioners and proclaims the results of the Special Municipal Election held in the City of Ketchum, Idaho, on Tuesday, May 15, 2012, as final.

ABSTRACT

<u>CITY COUNCIL</u>	<u>TOTAL VOTES</u>
Michael David	316
Charles Friedman	315
Mickey Garcia	83
Julie C. Lynn	96
Jim Slanetz	437
Registered Voters at Cutoff	2101
Election Day Registrants	58
Total Registered Voters	2159
Percent of Registered Voters that Voted	31.08%
Absentee Ballots Cast	79
Ballots Cast on Election Day	592
Total Number of Ballots Cast	671

PASSED BY THE CITY COUNCIL this 4<sup>th</sup> day of June 2012.

SIGNED BY THE MAYOR AND THE CITY CLERK this 4<sup>th</sup> day of June 2012.

\_\_\_\_\_  
RANDY HALL  
Mayor

ATTEST:

\_\_\_\_\_  
SANDRA E. CADY, CMC  
City Clerk

## May 15, 2012 Election Results

Precinct	KETCHUM CITY COUNCIL				
	Michael David	Charles Friedman	Mickey Garcia	Julie C. Lynn	Jim Sianetz
003 N Ketchum	159	129	35	36	197
004 S Ketchum	157	186	48	60	240
<b>KETCHUM TOTAL</b>	<b>316</b>	<b>315</b>	<b>83</b>	<b>96</b>	<b>437</b>

# May 15, 2012 Election

Precinct	VOTING STATISTICS							Ballots Cast Per Precinct
	Total Number of Registered Voters at Cutoff	Number of Election Day Registrants	Total Number of Registered Voters	Number of Ballots Cast	% of Registered Voters That Voted	Absentee Ballots Cast	Ballots Casts on Election Day	
003 N Ketchum	971	19	990	299	30.20%	39	260	<b>299</b>
004 S Ketchum	1,130	39	1,169	372	31.82%	40	332	<b>372</b>
<b>Ketchum Total</b>	<b>2,101</b>	<b>58</b>	<b>2,159</b>	<b>671</b>	<b>31.08%</b>	<b>79</b>	<b>592</b>	<b>671</b>
001 N Blaine County	1,111	2	1,113	89	8.00%			
002 Sun Valley	952	4	956	91	9.52%			
005 Quigley	1,020	6	1,026	71	6.92%			
006 Deer Creek	490	1	491	41	8.35%			
007 NW Hailey	844	3	847	64	7.56%			
008 NE Hailey	822	5	827	83	10.04%			
009 SW Hailey	731	5	736	59	8.02%			
010 NW Woodside	662	4	666	34	5.11%			
011 SE Woodside	740	3	743	39	5.25%			
012 Poverty Flat	485	1	486	51	10.49%			
013 Bellevue	1,049	11	1,060	151	14.25%			
014 Carey	475	6	481	101	21.00%			
015 Gannett/Picabo	387	5	392	64	16.33%			
016 Yale	9	0	9	9	100.00%			
<b>COUNTY TOTAL</b>	<b>11,878</b>	<b>114</b>	<b>11,992</b>	<b>1,618</b>	<b>13.49%</b>			

County Absentee:	
Mail Out	46
In Person	158
<b>Total</b>	<b>204</b>



REGULAR KETCHUM CITY COUNCIL MEETING  
Monday, May 21, 2012 at 5:30 p.m.  
Ketchum City Hall, Ketchum, Idaho

**Present:** Mayor Randy Hall  
Council President Baird Gourlay  
Councilor Charles Friedman  
Councilor Nina Jonas  
Councilor Curtis Kemp

**Also Present:** Ketchum City Administrator Gary Marks  
Ketchum City Attorney Stephanie Bonney  
Ketchum Community and Economic Development Director Lisa Horowitz  
Minutes written by Sunny Grant

1. The meeting was called to order by Mayor Randy Hall at 5:30pm.  
Mayor Randy Hall thanked all Council candidates for running a clean campaign in the special election; and congratulated those who won seats.

2. **Communications from Mayor and Councilors**  
Mayor Hall and Ketchum CED Director Lisa Horowitz will visit Seattle and Boise to recruit small businesses and corporations to hold their Board retreats in Ketchum.

3. **Communications from the Public**  
There were no comments from the public at this time.

**Communications from City Staff**

4. **Ketchum Events Commission Update**  
Parks and Recreation Director Jen Smith updated Council on the Events Commission. The Commission is working with the Chamber to organize an events calendar that is user-friendly for the general public, visitors and event planners.

The Events Commission is looking for guidance from Council on how to handle events fee waivers. Council wants some analysis on what kind of events are of benefit to the City and worth waiving the fee.

Ketchum's Events and Park Reservations Coordinator Sharon Arms is working with the Commission to improve communication and organization between funding and organizing entities.

5. **Communications from the Press**  
There were no comments from the Press at this time.

**Agreements and Contracts**

6. **Parks and Recreation Services Contract with City of Sun Valley**  
Parks and Recreation Director Jen Smith presented the new Parks and Recreation Services Contract to the City of Sun Valley. Sun Valley has a new budget process, and is looking for detailed cost-benefit data.

7. **Dry Land River Run Upper Parking Lot Agreement**  
CED Director Lisa Horowitz said this is the long-standing standard agreement between Ketchum and Sun Valley Company to use the River Run parking lot for Wagon Days staging.

**Councilor Charles Friedman moved to approve the Dry Land River Run Upper Parking Lot Agreement, seconded by Councilor Curtis Kemp. Motion passed unanimously.**

8. **Consent Calendar**  
a. **Approval of minutes from the May 7, 2012 Council meeting**  
b. **Recommendation to approve current bills and payroll summary**

Council President Baird Gourlay asked that USBank charges be more clearly defined in the future.

**Councilor Curtis Kemp moved to approve the Consent Agenda for May 21, 2012, seconded by Councilor Charles Friedman. Motion passed unanimously.**

**EXECUTIVE SESSION**

Council President Baird Gourlay moved to go into Executive Session at 5:55p.m. to discuss potential litigation, pursuant to Idaho Code §§67-2345 1(f), seconded by Councilor Curtis Kemp. Roll call: Council President Baird Gourlay yes, Councilman Curtis Kemp yes, Councilwoman Nina Jonas yes, and Councilor Charles Friedman yes. Motion passed unanimously.

**ADJOURNMENT**

Council President Baird Gourlay moved to adjourn at 6:45 p.m. Councilor Curtis Kemp seconded the motion, and it passed unanimously.

\_\_\_\_\_  
Randy Hall  
Mayor

ATTEST:

\_\_\_\_\_  
Sandra E. Cady, CMC  
City Clerk

## Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

[Report].GL Account Number = "0110000000"-9449008022","9910000000"-9911810000"

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>GENERAL FUND</b>			
<b>01-2171-2000 P/R TAXES PBL--STATE W/H</b>			
STATE TAX COMMISSION	PR0601120	State Withholding Tax Pay Period: 6/1/2012	5,389.00
<b>01-2171-9000 P/R DEDUC PBL--HEALTH INSURANC</b>			
III-A	PR0601121	Health Ins - Family Pay Period: 6/1/2012	210.44
III-A	PR0601121	Health Ins - Employee + 1 Chld Pay Period: 6/1/2012	53.40
III-A	PR0601121	Health Ins - Family Pay Period: 6/1/2012	105.22
III-A	PR0601121	Health Ins - Family Pay Period: 6/1/2012	420.88
III-A	PR0601121	Health Ins - Employee + 2 Chld Pay Period: 6/1/2012	103.70
III-A	PR0601121	Health Ins - Employee + Spouse Pay Period: 6/1/2012	318.80
<b>01-2172-1000 P/R DEDUC PBL--AFLAC INSURANCE</b>			
AFLAC	PR0601120	AFLAC Pre-Tax Pay Period: 6/1/2012	700.89
AFLAC	PR0601120	AFLAC After-Tax Pay Period: 6/1/2012	145.33
<b>01-2172-3000 P/R DEDUC PBL--DELTA DENTAL</b>			
DELTA DENTAL PLAN OF IDAH	PR0601120	Dental Insurance - Spouse Pay Period: 6/1/2012	204.27
DELTA DENTAL PLAN OF IDAH	PR0601120	Dental Insurance - Family Pay Period: 6/1/2012	647.08
DELTA DENTAL PLAN OF IDAH	PR0601120	Dental Insurance - 1 Child Pay Period: 6/1/2012	51.96
DELTA DENTAL PLAN OF IDAH	PR0601120	Dental Insurance - 2+ Child Pay Period: 6/1/2012	122.28
<b>01-2173-3000 P/R DEDUC PBL--PEBSCO</b>			
NATIONWIDE RETIREMENT SOL	PR0601120	Nationwide Fire - 0035424-001 Pay Period: 6/1/2012	38.49
NATIONWIDE RETIREMENT SOL	PR0601120	Nationwide - 0026904-001 Pay Period: 6/1/2012	375.00
<b>01-2174-0000 P/R DEDUC PBL--GARNISHMENTS</b>			
CHILD SUPPORT SERVICES	PR0601120	Child Support Pay Period: 6/1/2012	269.68
<b>01-2175-0000 P/R DEDUC PBL--PIONEER FED.CR.</b>			
PIONEER FEDERAL CREDIT UNI	PR0601120	Pioneer Federal Credit Union Pay Period: 6/1/2012	3,171.00
<b>01-2175-8000 P/R DEDUC PBL--EMPLOYEE CAF-MD</b>			
NBS-NATIONAL BENEFIT SERVI	PR0601120	125 Medical Savings Pay Period: 6/1/2012	1,403.53
<b>01-2175-9000 P/R DEDUC PBL--EMPLOYEE CAF-DC</b>			
NBS-NATIONAL BENEFIT SERVI	PR0601120	125 Dependant Care Pay Period: 6/1/2012	884.92
Total :			14,615.87

**LEGISLATIVE & EXECUTIVE****01-4110-2500 HEALTH INSURANCE-CITY**

KEMP AIA, CURTIS P.	200754	Health Insurance Reimbursement	230.37
CHARLES FRIEDMAN	3	Health Reimbursement	16.00

**01-4110-2510 DENTAL INSURANCE-CITY**

CHARLES FRIEDMAN	3	Dental Reimbursement	6.00
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**01-4110-4910 MYR/CNCL-TRAINING/TRAVEL/MTG**

HALL, RANDY	05/22/12	Travel Expenses to CED Presentation in Seattle	215.23
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**01-4110-5100 TELEPHONE & COMMUNICATIONS**

VERIZON WIRELESS, BELLEVUE	1083768431	ACCT. 365459737-00001	40.03
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Total LEGISLATIVE &amp; EXECUTIVE:

507.63

**ADMINISTRATIVE SERVICES**

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>01-4150-3100 OFFICE SUPPLIES &amp; POSTAGE</b>			
RICOH USA, INC.	5022848857	Copier Charges	195.71
INTEGRATED TECHNOLOGIES	51801A1	Printer Cartridge for Gary's Printer	52.50
UNIFIED OFFICE SERVICES	138589	Office Supplies	60.08
UNIFIED OFFICE SERVICES	138731	Office Supplies	31.79
<b>01-4150-4200 PROFESSIONAL SERVICES</b>			
GRANT, SUZANNE	05/28/12	CC Minutes 05/21/12	30.00
GRANT, SUZANNE	050712	CC Minutes 05/07/12	135.00
<b>01-4150-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>			
BENNETT, PATRICIA	051812	SSA Meeting in Twin Falls	73.38
<b>01-4150-4902 TRAINNG/TRVL/MTG-CITY ADM/ASST</b>			
ENOURATO, LISA	050812	Ill-A Meeting	145.39
<b>01-4150-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
CENTURY LINK	2087263841862	ACCT. 208-726-3841 862b	1,167.61
CENTURY LINK	2087265574240	ACCT. 208-726-5574 240b	43.31
CENTURY LINK	2087275060239	ACCT. 208-727-5060 239b	16.22
VERIZON WIRELESS, BELLEVUE	1083768431	ACCT. 365459737-00001	56.27
<b>01-4150-5200 UTILITIES</b>			
IDAHO POWER	5563550804-05	ACCT. 5563550804	71.52
IDAHO POWER	5582759799-05	ACCT. 5582759799	98.44
INTERMOUNTAIN GAS	102495000014-	ACCT. 10249500-001-4	43.34
INTERMOUNTAIN GAS	102495000014-	ACCT. 10249500-001-4	278.67
Total ADMINISTRATIVE SERVICES:			2,499.23
<b>LEGAL</b>			
<b>01-4160-4270 CITY PROSECUTOR</b>			
ALLINGTON, ESQ., FREDERICK	120168	Monthly Prosecutor Payment	3,660.17
Total LEGAL:			3,660.17
<b>COMMUNITY PLANNING/DEVELOPMENT</b>			
<b>01-4170-4200 PROFESSIONAL SERVICES</b>			
JOHNNY G'S SUBSHACK, LLC	30620	Meeting Lunches	133.32
<b>01-4170-4266 PROFESSIONAL SERVICES-ECON DEV</b>			
PAULETTE PHILIPOT	1083	Stock Photography	100.00
<b>01-4170-4960 TRAINING/TRAVEL/MTG-HOTEL</b>			
HOROWITZ, LISA	052912	Travel Expenses	101.40
Total COMMUNITY PLANNING/DEVELOPMENT:			334.72
<b>CONTINGENCY</b>			
<b>01-4193-9930 GENERAL FUND OP. CONTINGENCY</b>			
WHITNEY L. MCNEES	14	DVD Production & Mt. Bike Champ. Video	418.00
Total CONTINGENCY:			418.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>POLICE</b>			
<b>01-4210-4250 PROF.SERVICES-BCSO CONTRACT</b>			
BLAINE COUNTY CLERK/RECOR	200934	BCSO Law Enforcement Services	103,691.67
Total POLICE:			103,691.67
<b>BUILDING</b>			
<b>01-4240-3200 OPERATING SUPPLIES</b>			
UNIFIED OFFICE SERVICES	131293	Office Supplies	69.03
Total BUILDING:			69.03
Total GENERAL FUND:			125,796.32
<b>WAGON DAYS FUND</b>			
<b>WAGON DAYS EXPENDITURES</b>			
<b>02-4530-4200 PROFESSIONAL SERVICES</b>			
SUN VALLEY EVENTS	371	Wagon Days Domain Name	69.00
Total WAGON DAYS EXPENDITURES:			69.00
Total WAGON DAYS FUND:			69.00
<b>STREET MAINTENANCE FUND</b>			
<b>STREET</b>			
<b>04-4310-3200 OPERATING SUPPLIES</b>			
D AND B SUPPLY	11044-05/12/12	ACCT. 11044	213.96
D AND B SUPPLY	11044-05/14/12	ACCT. 11044	248.96
D AND B SUPPLY	11044-05/20/12	ACCT. 11044	411.93
RIVER RUN AUTO PARTS	6538-45256	Parts & Supplies	45.00
TREASURE VALLEY COFFEE IN	2160:02816526	COFFEE	64.80
TREASURE VALLEY COFFEE IN	2160:02831392	COFFEE	72.25
<b>04-4310-3400 MINOR EQUIPMENT</b>			
RIVER RUN AUTO PARTS	6538-45350	Parts & Supplies	4.49
VIKING INDUSTRIAL SYSTEMS,	35057	Parts & Supplies	112.95
<b>04-4310-3500 MOTOR FUELS &amp; LUBRICANTS</b>			
UNITED OIL	700285	ACCT. 37269	2,020.54
<b>04-4310-4200 PROFESSIONAL SERVICES</b>			
CENTRAL DRUG SYSTEM, INC.	211777	Random Processing Fee	1.17
<b>04-4310-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>			
LHTAC	T2-050712-21	T2 Center Classes	80.00
<b>04-4310-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
VERIZON WIRELESS, BELLEVUE	1083768431	ACCT. 365459737-00001	108.60
<b>04-4310-5200 UTILITIES</b>			
IDAHO POWER	6471919866-05	ACCT. 6471919866	399.41
INTERMOUNTAIN GAS	102495000014-	ACCT. 10249500-001-4	128.91
INTERMOUNTAIN GAS	102495000014-	ACCT. 10249500-001-4	433.56
INTERMOUNTAIN GAS	119369000011-	ACCT. 11936900-001-1	84.46

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>04-4310-6000 REPAIR &amp; MAINT--AUTOMOTIVE EQU</b>			
SILVER CREEK FORD	108111	Repairs	945.41
<b>04-4310-6100 REPAIR &amp; MAINT--MACHINERY &amp; EQ</b>			
FREIGHTLINER OF IDAHO	121607	Parts & Supplies	273.30
LES SCHWAB	11700006882	Flat Repair	33.20
METROQUIP, INC.	15743	Parts	249.43
NAPA AUTO PARTS	290197	Supplies	96.99
RIVER RUN AUTO PARTS	6538-45616	Parts & Supplies	11.98
WESTERN STATES EQUIPMENT	WO040080593	Parts	638.60
<b>04-4310-6910 OTHER PURCHASED SERVICES</b>			
AMERIPRIDE LINEN	2400135988	ACCT. 241076800	60.15
AMERIPRIDE LINEN	2400137748	ACCT. 241076800	29.97
AMERIPRIDE LINEN	2400139283	ACCT. 241076800	60.15
KETCHUM COMPUTERS, INC.	8604	Computer Maintenance	120.00
NORCO	9656914	ACCT. 53271	210.18
<b>04-4310-6920 SIGNS &amp; SIGNALIZATION</b>			
ECONO SIGNS LLC	10-901897	Signage	1,063.14
ECONO SIGNS LLC	10-901962	Signage	36.00
SHERWIN-WILLIAMS CO.	5886-6	Supplies	4.39
SHERWIN-WILLIAMS CO.	5887-4	Supplies	18.44
<b>04-4310-6930 STREET LIGHTING</b>			
CONSOLIDATED ELECTRICAL D	3755-530973	Street Lights	102.60
CONSOLIDATED ELECTRICAL D	3755-530998	Street Lights	212.27
IDAHO POWER	322623384-05/	ACCT. 322623384	5.40
IDAHO POWER	4083074003-05	ACCT. 4083074003	14.78
IDAHO POWER	528357116-05/	ACCT. 528357116	9.79
IDAHO POWER	5318579658-05	ACCT. 5318579658	7.13
IDAHO POWER	6304817401-05	ACCT. 6304817401	72.05
IDAHO POWER	6471919866-05	ACCT. 6471919866	744.25
IDAHO POWER	8344414305-05	ACCT. 8344414305	10.32
IDAHO POWER	9337189101-05	ACCT. 9337189101	53.86
PLATT	1667663	Supplies	152.46
<b>04-4310-6950 MAINTENANCE &amp; IMPROVEMENTS</b>			
IDAHO POWER	731352437-05/	ACCT. 731352437	26.03
LUNCEFORD EXCAVATION, INC.	4305	Excavation	3,049.26
LUTZ RENTALS	15353-1	Rental Equipment	51.87
TOOL PAVEMENT & FIELD MAI	1335	Tools & Supplies	261.75
Total STREET:			13,056.14
Total STREET MAINTENANCE FUND:			13,056.14
<b>PARKS AND RECREATION FUND</b>			
<b>PARKS AND RECREATION</b>			
<b>18-4510-3200 OPERATING SUPPLIES</b>			
COSTCO WHOLESALE	05/08/12	Supplies	75.33
SYSCO	204260258	Supplies	123.25
<b>18-4510-3250 RECREATION SUPPLIES</b>			
WEBB LANDSCAPING	859	Supplies for Garden	135.29

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>18-4510-3300 RESALE ITEMS-CONCESSION SUPPLY</b>			
COSTCO WHOLESALE	05/08/12	Concession Supplies for the Parks Dept.	607.80
SYSCO	204260258	Supplies	78.88
<b>18-4510-3500 MOTOR FUELS &amp; LUBRICANTS</b>			
UNITED OIL	700284	ACCT. 37268	371.40
<b>18-4510-4200 PROFESSIONAL SERVICES</b>			
KETCHUM COMPUTERS, INC.	8333	Computer Maintenance	455.00
KETCHUM COMPUTERS, INC.	8402	Computer Maintenance	255.00
KOCH'S TENNIS COURT SERVIC	052012	Repairs & Maintenance on Tennis Courts	2,500.00
<b>18-4510-4210 PROFESSIONAL SERVICE-CITY TREES</b>			
ARBOR CARE	25088	Tree Maintenance	205.00
ARBOR CARE	25089	Tree Maintenance	310.00
ARBOR CARE	25090	Tree Maintenance	235.00
ARBOR CARE	25091	Tree Maintenance	635.00
ARBOR CARE	25092	Tree Maintenance	405.00
ARBOR CARE	25093	Tree Maintenance	460.00
ARBOR CARE	25094	Tree Maintenance	810.00
ARBOR CARE	25097	Tree Maintenance	135.00
ARBOR CARE	25098	Tree Maintenance	160.00
ARBOR CARE	25099	Tree Maintenance	510.00
ARBOR CARE	25103	Tree Maintenance	500.00
ARBOR CARE	25104	Tree Maintenance	350.00
<b>18-4510-4410 ADVERTISING &amp; PUBLICATIONS</b>			
SUN VALLEY MAGAZINE	8338	Ad	137.50
<b>18-4510-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
CENTURY LINK	2087263841862	ACCT. 208-726-3841 862b	80.00
VERIZON WIRELESS, BELLEVUE	1083768431	ACCT. 365459737-00001	82.27
<b>18-4510-5200 UTILITIES</b>			
IDAHO POWER	1390712010-05	ACCT. 1390712010	65.11
IDAHO POWER	3732923535-05	ACCT. 3732923535	13.02
IDAHO POWER	4962654229-05	ACCT. 4962654229	5.82
<b>18-4510-6100 REPAIR &amp; MAINT--MACHINERY &amp; EQ</b>			
SAWTOOTH WOOD PRODUCTS,I	72744	Supplies	16.03
<b>18-4510-6510 COMMUNITY SPECIAL EVENTS</b>			
WILL CALDWELL PRODUCTION	051512	Town Square Toons	7,000.00
WILL CALDWELL PRODUCTION	051512	Ketch'em Alive	3,000.00
<b>18-4510-6950 MAINTENANCE &amp; IMPROVEMENTS</b>			
ALL SEASONS LANDSCAPING	50548	Trees	1,525.00
CHATEAU DRUG CENTER	807586	Supplies	99.64
CHATEAU DRUG CENTER	807844	Supplies	3.79
CHATEAU DRUG CENTER	809152	Supplies	11.37
CHATEAU DRUG CENTER	811402	Supplies	19.94
A.C. HOUSTON LUMBER CO.	14-114468	Supplies	17.07
A.C. HOUSTON LUMBER CO.	14-114615	Supplies	3.92
A.C. HOUSTON LUMBER CO.	14-115644	Supplies	1.80
A.C. HOUSTON LUMBER CO.	14-115676	Supplies	.63
A.C. HOUSTON LUMBER CO.	14-115740	Supplies	106.60
A.C. HOUSTON LUMBER CO.	14-115855	Supplies	8.12

Vendor Name	Invoice Number	Description	Net Invoice Amount
A.C. HOUSTON LUMBER CO.	14-115904	Supplies	2.80
LUTZ RENTALS	15270-1	Rental Equipment	23.44
LUTZ RENTALS	15310-1	Rental Equipment	24.03
MOSS GARDEN CENTER	89505	Bark	19.18
PIPECO, INC.	108683	Supplies	46.06
PIPECO, INC.	108770	Supplies	43.98
PIPECO, INC.	108871	Supplies	29.98
PIPECO, INC.	109127	Supplies	17.46
PIPECO, INC.	109302	Supplies	77.02
RIVER RUN AUTO PARTS	6538-44343	Parts & Supplies	4.99
RIVER RUN AUTO PARTS	6538-44420	Parts & Supplies	13.99
WEBB LANDSCAPING	1133	Potting Soil	23.96
SHERWIN-WILLIAMS CO.	5761-1	Supplies	103.68
SHERWIN-WILLIAMS CO.	5773-6	Supplies	4.39
SHERWIN-WILLIAMS CO.	5955-9	Supplies	46.79
Total PARKS AND RECREATION:			21,996.33
Total PARKS AND RECREATION FUND:			21,996.33
<b>LOCAL OPTION SALES TAX FUND</b>			
<b>LOCAL OPTION SALES TAX</b>			
<b>22-4910-6080 MOUNTAIN RIDES</b>			
MOUNTAIN RIDES	738	Monthly Payment	43,550.83
<b>22-4910-6500 CDC FUNDING</b>			
KETCHUM COMMUNITY DEVEL	20	Monthly Contract Payment	9,700.00
Total LOCAL OPTION SALES TAX :			53,250.83
Total LOCAL OPTION SALES TAX FUND:			53,250.83
<b>WATER FUND</b>			
<b>WATER EXPENDITURES</b>			
<b>63-4340-2500 HEALTH INSURANCE-CITY</b>			
KEMP AIA, CURTIS P.	200754	Health Insurance Reimbursement	49.36
<b>63-4340-3200 OPERATING SUPPLIES</b>			
AMERIPRIDE LINEN	2400138790	ACCT. 241076900	93.02
AMERIPRIDE LINEN	2400138791	ACCT. 241076901	15.98
AMERIPRIDE LINEN	2410016562	ACCT. 241076900 - Uniforms	16.49
D.AND B SUPPLY	11041-05/04/12	ACCT. 11041	23.99
GO-FER-IT	1605970	Shipping Services	12.00
LUTZ RENTALS	15368-1	Pressure Washer Tip	4.00
RIVER RUN AUTO PARTS	6538-45532	Parts & Supplies	21.99
<b>63-4340-3400 MINOR EQUIPMENT</b>			
CDW GOVERNMENT, INC.	1450482	Printers	223.14
<b>63-4340-3500 MOTOR FUELS &amp; LUBRICANTS</b>			
RIVER RUN AUTO PARTS	6538-45729	Parts & Supplies	118.90
<b>63-4340-4200 PROFESSIONAL SERVICES</b>			
ARBOR CARE	25095	Tree Maintenance	135.00
ARBOR CARE	25096	Tree Maintenance	110.00
ARBOR CARE	25101	Tree Maintenance	50.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
ARBOR CARE	25102	Tree Maintenance	50.00
CENTRAL DRUG SYSTEM, INC.	211777	Random Processing Fee	1.16
<b>63-4340-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
COX COMMUNICATIONS	1240120518800	ACCT. 001 2401 205188001	97.76
DIG LINE	43396	Locates	37.26
CENTURY LINK	2087250715195	ACCT. 208-725-0715 195b	44.95
CENTURY LINK	2087255045103	ACCT. 208-725-5045 103b	44.95
VERIZON WIRELESS, BELLEVUE	1083768608	ACCT. 365516521-00001	111.89
<b>63-4340-5200 UTILITIES</b>			
IDAHO POWER	3230225839-05	ACCT. 3230225839	112.76
IDAHO POWER	9961104680-05	ACCT. 9961104680	38.61
INTERMOUNTAIN GAS	102495000014-	ACCT. 10249500-001-4	22.44
INTERMOUNTAIN GAS	102495000014-	ACCT. 10249500-001-4	123.61
<b>63-4340-6000 REPAIR &amp; MAINT-AUTO EQUIP</b>			
CHATEAU DRUG CENTER	807174	Supplies	48.48
L.L. GREEN'S HARDWARE	A251523	Supplies	11.57
RIVER RUN AUTO PARTS	6538-45578	Parts & Supplies	7.56
<b>63-4340-6100 REPAIR &amp; MAINT-MACH &amp; EQUIP</b>			
A.C. HOUSTON LUMBER CO.	14-114345	Supplies	20.39
INTEGRATED TECHNOLOGIES	C19308	Copier Maintenance	15.97
PIPECO, INC.	108036	Supplies	5.71
SHERWIN-WILLIAMS CO.	6056-5	Supplies	159.95
<b>63-4340-6910 OTHER PURCHASED SERVICES</b>			
BANYAN TECHNOLOGY INC.	19656	Setup Data Loggers	989.81
WEBB LANDSCAPING	594	Sod	29.94
Total WATER EXPENDITURES:			2,848.64
Total WATER FUND:			2,848.64
<b>WATER CAPITAL IMPROVEMENT FUND</b>			
<b>WATER CIP EXPENDITURES</b>			
<b>64-4340-7650 WATER METERS</b>			
FERGUSON ENTERPRISES, INC.	562565	Supplies	145.37
FERGUSON ENTERPRISES, INC.	562798	Parts & Supplies	1,666.60
<b>64-4340-7800 CONSTRUCTION</b>			
LUNCEFORD EXCAVATION, INC.	4294	Excavation	2,168.68
LUNCEFORD EXCAVATION, INC.	4300	Excavation	2,657.28
Total WATER CIP EXPENDITURES:			6,637.93
Total WATER CAPITAL IMPROVEMENT FUND:			6,637.93
<b>WASTEWATER FUND</b>			
<b>WASTEWATER EXPENDITURES</b>			
<b>65-4350-2500 HEALTH INSURANCE-CITY</b>			
KEMP AIA, CURTIS P.	200754	Health Insurance Reimbursement	49.37
<b>65-4350-3200 OPERATING SUPPLIES</b>			
AMERIPRIDE LINEN	2400138791	ACCT. 241076901	15.97

Vendor Name	Invoice Number	Description	Net Invoice Amount
AMERIPRIDE LINEN	2400138792	ACCT. 241021000	121.32
AMERIPRIDE LINEN	2410016562	ACCT. 241076900 - Uniforms	21.87
CHATEAU DRUG CENTER	804887	Supplies	17.09
CHATEAU DRUG CENTER	809825	Supplies	19.08
D AND B SUPPLY	11041-05/17/12	ACCT. 11041	83.97
D AND B SUPPLY	11041-05/21/12	ACCT. 11041	67.98
ENVIRONMENTAL RESOURCE A	652406	Supplies	138.35
GO-FER-IT	1605951	Shipping Services	12.00
GO-FER-IT	1605952	Shipping Services	12.00
GO-FER-IT	1605953	Shipping Services	12.00
GO-FER-IT	1605954	Shipping Services	12.00
GO-FER-IT	1605955	Shipping Services	12.00
GO-FER-IT	1673320	Shipping Services	16.00
A.C. HOUSTON LUMBER CO.	14-110659	Supplies	24.90
<b>65-4350-3400 MINOR EQUIPMENT</b>			
CDW GOVERNMENT, INC.	J450482	Printers	107.72
<b>65-4350-3500 MOTOR FUELS &amp; LUBRICANTS</b>			
UNITED OIL	700286	ACCT. 37270	138.68
<b>65-4350-3800 CHEMICALS</b>			
GENERAL CHEMICAL	90484163	Chemicals	5,359.28
<b>65-4350-4200 PROFESSIONAL SERVICES</b>			
ANALYTICAL LABORATORIES, I	32098	Testing	25.00
CENTRAL DRUG SYSTEM, INC.	211777	Random Processing Fee	1.17
<b>65-4350-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
COX COMMUNICATIONS	1240120518800	ACCT. 001 2401 205188001	97.76
CENTURY LINK	2087268953402	ACCT. 208-726-8953 402b	44.95
VERIZON WIRELESS, BELLEVUE	1082897476	ACCT. 965494438-00001	35.43
VERIZON WIRELESS, BELLEVUE	1083768608	ACCT. 365516521-00001	58.97
<b>65-4350-5200 UTILITIES</b>			
IDAHO POWER	2345750212-05	ACCT. 2345750212	6,404.69
IDAHO POWER	9961104680-05	ACCT. 9961104680	38.62
INTERMOUNTAIN GAS	102495000014-	ACCT. 10249500-001-4	310.77
INTERMOUNTAIN GAS	102495000014-	ACCT. 10249500-001-4	73.13
INTERMOUNTAIN GAS	102495000014-	ACCT. 10249500-001-4	396.11
INTERMOUNTAIN GAS	102495000014-	ACCT. 10249500-001-4	22.43
INTERMOUNTAIN GAS	102495000014-	ACCT. 10249500-001-4	199.47
<b>65-4350-6000 REPAIR &amp; MAINT-AUTO EQUIP</b>			
NAPA AUTO PARTS	690644	Supplies	12.58
NAPA AUTO PARTS	690731	Supplies	9.79
NAPA AUTO PARTS	691627	Supplies	16.14
RIVER RUN AUTO PARTS	6538-439433	Parts & Supplies	7.17
RIVER RUN AUTO PARTS	6538-44675	Parts & Supplies	3.99
RIVER RUN AUTO PARTS	6538-44696	Parts & Supplies	4.19
RIVER RUN AUTO PARTS	6538-44792	Parts & Supplies	16.95
WOOD RIVER WELDING, INC.	148717	Snow Plow Blade	4.00
<b>65-4350-6100 REPAIR &amp; MAINT-MACH &amp; EQUIP</b>			
ARBOR CARE	25100	Tree Maintenance	125.00
CHATEAU DRUG CENTER	807177	Supplies	8.06
A.C. HOUSTON LUMBER CO.	14-107416	Supplies	2.94
A.C. HOUSTON LUMBER CO.	14-110705	Supplies	11.29

Vendor Name	Invoice Number	Description	Net Invoice Amount
A.C. HOUSTON LUMBER CO.	14-113468	Supplies	17.98
IDAHO LUMBER & HARDWARE	410275	Credit Return	23.08-
IDAHO LUMBER & HARDWARE	432414	Supplies	3.98
INTEGRATED TECHNOLOGIES	C19308	Copier Maintenance	15.97
McMASTER-CARR SUPPLY CO.	26739838	Supplies	20.69
PIPECO, INC.	107800	Supplies	53.64
PIPECO, INC.	108502	Supplies	16.96
PIPECO, INC.	108691	Supplies	12.92
PIPECO, INC.	108855	Supplies	12.01
PLATT	1504943	Supplies	25.95
PLATT	1614289	Supplies	10.24
PLATT	1622335	Supplies	148.55
<b>65-4350-6900 COLLECTION SYSTEM SERVICES/CHA</b>			
AMERIPRIDE LINEN	2400138792	ACCT. 241021000	21.41
AMERIPRIDE LINEN	2410016562	ACCT. 241076900 - Uniforms	60.62
COX COMMUNICATIONS	1240120518800	ACCT. 001 2401 205188001	34.50
D AND B SUPPLY	11041-05/11/12	ACCT. 11041	183.94
DIG LINE	43396	Locates	37.27
UNITED OIL	700286	ACCT. 37270	211.46
VERIZON WIRELESS, BELLEVUE	1082876844	ACCT. 265494439-00001	41.98
Total WASTEWATER EXPENDITURES:			15,079.17
Total WASTEWATER FUND:			15,079.17
<b>WASTEWATER CAPITAL IMPROVE FND</b>			
<b>67-4350-7802 REUSE ENGINEERING</b>			
FORSGREN ASSOCIATES, INC.	212090	Wastewater Reuse Design	6,979.00
Total :			6,979.00
Total WASTEWATER CAPITAL IMPROVE FND:			6,979.00
<b>PARKS/REC DEV TRUST FUND</b>			
<b>PARKS/REC TRUST EXPENDITURES</b>			
<b>93-4900-6300 WHITE WATER PARK</b>			
PRESBYTERIAN CHURCH	3065	Usage of Room for White Water Park Meeting	325.00
Total PARKS/REC TRUST EXPENDITURES:			325.00
Total PARKS/REC DEV TRUST FUND:			325.00
Grand Totals:			246,038.36

Vendor Name	Invoice Number	Description	Net Invoice Amount
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Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

[Report].GL Account Number = "0110000000"- "9449008022", "9910000000"- "9911810000"

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# City of Ketchum, Idaho

P.O. Box 2315 Ketchum, ID 83340 (208) 726-3841 Fax: (208) 726-8234



May 25, 2012

Mayor Hall and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Hall and City Councilors,

## **Ketchum Fire Department Volunteer Firefighter Swearing In Ceremony**

### Introduction/History

The Ketchum Fire Department is a combination department comprised of fulltime career firefighters and part time Paid-On Call firefighters respectively called Volunteers. This ceremony is to swear in 5 new members to the Ketchum Fire Department.

### Current Report

The Ketchum Fire Department is currently staffed with 34 volunteers, 8 fulltime firefighters, a fire clerk and 2 chief officers. 3 cadets successfully completed Wood River Fire and Rescue's sponsored Firefighter I Academy over the last 3 months. In addition, the Ketchum Fire Department has a firefighter joining our ranks from Wood River Fire and Rescue who moved into our jurisdiction. One additional firefighter missed last year's swearing in ceremony due to an injury. All 5 of these firefighters have done an incredible job of learning all aspects of firefighting and we are proud to have them as members of the fire department.

### Financial Requirement/Impact

There are no financial impacts from this ceremony. The new volunteer firefighters will take over funded vacancies within the fire department so no additional costs are anticipated.

### Recommendation

I respectfully recommend that the Mayor swear in these individuals to our firefighting family and that the City Council appreciate the commitment and sacrifice that they as well as all of our valuable firefighters make towards keeping our community safe.

### Recommended Motion

No motion needed.

Sincerely,

A handwritten signature in cursive script, appearing to read "Mike Elle".

Mike Elle  
Fire Chief

# Oath for Firefighters with the Ketchum Fire Department

I \_\_\_\_\_ do solemnly swear to do my duty as a Firefighter for the Ketchum Fire Department to the best of my ability; to serve my commanding officers with respect and dignity; to serve the citizens of Ketchum with compassion, courage and integrity; and to uphold the laws and constitutions of the United States of America, the State of Idaho, and the City of Ketchum; so help me God.

---

Mayor Randy Hall

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Probationary Firefighter

# City of Ketchum, Idaho

P.O. Box 2315 Ketchum, ID 83340 (208) 726-3841 Fax: (208) 726-8234



May 29, 2012

Mayor Hall and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Hall and City Councilors:

## **Request for the City of Ketchum to offer public liability insurance and funding support to Summer Marley in the Mountains**

### Introduction/History

Danny Walton with Mountain Niceness Productions is seeking Liability insurance, fees waived and \$5,000 for sound and staging. City funding allows them to provide affordable world class entertainment for everyone in the valley. The Headliner will be Grammy award winning Toots and The Maytals. This is an event that will draw people from throughout the west both young and old.

### Current Report

Danny Walton has already filed for Special Event License and park reservation form for Atkinson Park Softball Field. This does not conflict with any League Field use.

### Financial Requirement/Impact

Mr. Walton is requesting city funding for this event. The total funding request is \$5,000 City of Ketchum liability insurance coverage and event application fee waived is also requested.

### Recommendation

I respectfully recommend approval of extending liability insurance coverage and financial support for the Marley in the Mountains Summertime on July 12<sup>th</sup>

### Suggested Motion

"I move to approve extending liability insurance coverage and not to exceed funding total of 5,000.00 for the special event Summer Marley in the Mountains 2012.

Sincerely,

A handwritten signature in cursive script that reads "Sharon Arms".

Sharon Arms  
City of Ketchum Event Coordinator

Parks & Recreation Department

Jennifer L. Smith, Director | [jsmith@ketchumidaho.org](mailto:jsmith@ketchumidaho.org)  
208.726.7820 | [www.ketchumidaho.org](http://www.ketchumidaho.org)

# City of Ketchum, Idaho

P.O. Box 2315 Ketchum, ID 83340 (208) 726-3841 Fax: (208) 726-8234



May 15, 2012

Mayor Hall and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Hall and City Councilors:

## **Request for the City of Ketchum to offer public liability insurance for Special Events in FY13**

### Introduction/History

The special events coordinator for the City of Ketchum, in coordination with the Ketchum Events Commission is planning the special events calendar for FY13.

### Current Report

The City of Ketchum hosts a number of events throughout the year within the community core and surrounding areas. These events have previously been sponsored by the City of Ketchum. The City of Ketchum will hold the special event license for these events, and the Special Event Coordinator will work with City staff and other appropriate stakeholders to organize and oversee the activities of these events. In FY12 the city extended liability insurance to Marley in the Mountains, National Brotherhood of Skiers, Sun Valley Solfest, and MASSV.

### Financial Requirement/Impact

The City's insurance already covers public liability insurance for the amounts needed within city parks. There is no additional financial impact to the city.

### Recommendation

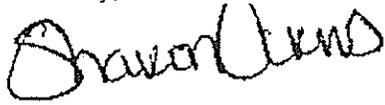
I respectfully recommend the City Council approve to provide public liability insurance for the following special events scheduled to take place in FY13:

10/27/2012	Nightmare on Main St
12/8/2012	Holiday Tree Lighting Ceremony
12/22-28/2012	Holiday Events
12/29/2012	Holiday Concert
3/23/2013	Rail Jam
3/23/2013	Solfest
5/18/2013	Ketchum Wide Open
6/?/2013	Ketch'em Alive
6/?/2013	Town Square Tunes
6/?/2013	Jazz in the Park
7/?/2013	Summer Concert
9/?/2013	Movies in the Square

Suggested Motion

"I make a motion to approve to provide public liability insurance for all City Sponsored Events in FY13."

Sincerely,

A handwritten signature in black ink that reads "Sharon Arms". The signature is written in a cursive, somewhat stylized font.

Sharon Arms  
Special Events Coordinator

# City of Ketchum, Idaho

P.O. Box 2315 Ketchum, ID 83340 (208) 726-3841 Fax: (208) 726-8234



May 29, 2012

Mayor Hall and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Hall and City Councilors:

## MASSV ~ Music & Art Showcase Sun Valley



### Introduction/History

MASSV producers Brent Russell, Stefany Mahoney, and John Sofro made an initial presentation to City Council on May 7, 2012 and gained City liability insurance coverage and a Special Event License Application fee waiver through majority vote of the City Council.

The event is a music and art event showcasing Electronic Dance Music (EDM) and other genres popular with the 20 to 40 year old demographic; the event is designed to attract locals and visitors to a two day interactive experience which involves music and art on the Simplot lot and Main Street in Ketchum. Mayor Hall received permission to use the Simplot lot for the event. This is a ticketed event.

### Current Report

The MASSV team submitted a Special Event License application which was routed for comment to City departments. The City's Events coordinator, Sharon Arms, is in contact with MASSV team members and City staff to ensure risk mitigation and communication up to, during, and following the event. Road Work Ahead is scheduled to assist with the Main Street closure, necessary temporary infrastructure is ordered (porta-potties, garbage receptacles, etc.) and a security firm bid is in the works at the time of this writing (confirmation should occur prior to the City Council meeting). Thatcher Marsted (Vice Chair of the Ketchum Events Commission) and MASSV team member, Brent Russell are performing outreach with Main Street businesses and have received positive support for the Main Street portion of the event. Food and beverage vendors are being secured and a wrist band system for over-21 consumption of alcohol will be implemented; communication with local alcohol purveyors is occurring and those purveyors are responsible for not allowing under-21 consumption in their establishments.

Parks & Recreation Department

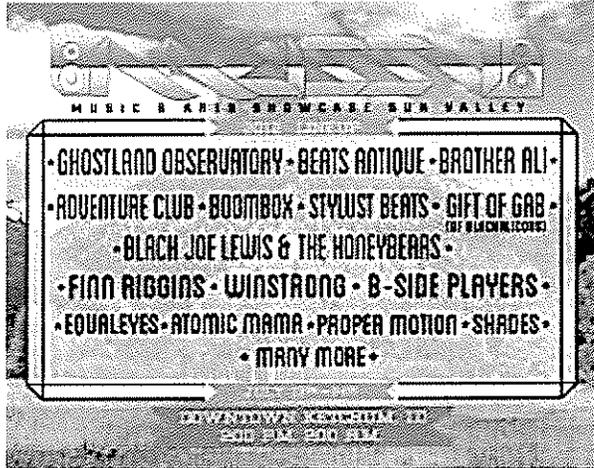
Jennifer L. Smith, Director | [jsmith@ketchumidaho.org](mailto:jsmith@ketchumidaho.org)  
208.726.7820 | [www.ketchumidaho.org](http://www.ketchumidaho.org)

From MASSV's Facebook page (a good source for music samples):  
MASSV - Music & Art Showcase Sun Valley.

When - July 13th and 14th  
Friday Doors: 2:00 p.m.  
Saturday Doors: 1:00 p.m.

Where - Simplot Park and Downtown Ketchum, ID

GHOSTLAND OBSERVATORY  
BEATS ANTIQUE  
ADVENTURE CLUB  
BROTHER ALI  
BoomBox  
Gift Of Gab (of Blackalicious)  
Sylust Beats  
Black Joe Lewis & The Honeybears  
B-side Players  
Winstrong  
Equaleyes  
Finn Riggins  
Atomic Mama  
Proper Motion



More Acts TBA

To date (and for what it's worth), 12,752 people are invited, and 795 indicate they will attend. Online ticket sales began recently and are available at <http://www.showclix.com/event/MASSVMusicArtsShowSunValle>

Financial Requirement/Impact

No financial requirement of the City at this time.

Recommendation

No recommendation at this time.

Suggested Motion

No suggested motion at this time.

Sincerely,

Jennifer L. Smith  
Director of Parks & Recreation  
Chair, Ketchum Events Commission  
Parks & Recreation Department  
Jennifer L. Smith, Director | [jsmith@ketchumidaho.org](mailto:jsmith@ketchumidaho.org)  
208.726.7820 | [www.ketchumidaho.org](http://www.ketchumidaho.org)



# Ketchum Fire Department

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P.O. Box 966 · 480 East Avenue North · Ketchum, ID 83340

Phone: (208) 726-7805 · Fax: (208) 726-7812

May 25, 2012

Mayor Hall and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Hall and City Councilors,

## **2012 Forest Service and BLM Annual Operating Plan and Cooperative Fire Agreement**

### Introduction/History

In past years the City of Ketchum has signed an Annual Operating Plan and Cooperative Fire Agreement with the US Forest Service. The City of Ketchum has also signed a Cooperative Fire Agreement with the BLM. This year the BLM and the Forest Service have combined their agreements under one operating plan and cooperative agreement. This agreement allows our agency to use Forest Service and BLM resources and the Forest Service and BLM to use our resources on wildland fires for a period of up to 4 hours without cost to either agency.

### Current Report

The attached Annual Operating plan and Cooperative Fire Agreement sets the terms and conditions for each agency's actions during the initial stages of a wildland fire either in the city that threatens the forest or in the forest that threatens the City of Ketchum. The agreement lists the types and identifiers for each piece of equipment in the fire department and sets rates for that equipment if it is used beyond the 4 hour initial fire attack period. It also sets guidelines for initial fire attack based on the closest resources available concept to attempt to keep wildland fires contained as small as possible without endangering the lives and property of the City's residents.

### Financial Requirement/Impact

There is no cost associated with this annually renewed agreement.

Recommendation

I respectfully recommend that the City Council approve the 2012 Forest Service and BLM Annual Operating Plan and Cooperative Fire Agreement and authorize the Mayor to sign it to help insure that the Ketchum Fire Department and the Federal firefighting agencies can continue working cooperatively to keep nearby wildland fires from threatening our citizens and their property.

Recommended Motion

"I move to approve the 2012 Forest Service and BLM Annual Operating Plan and Cooperative Fire Agreement".

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Elle". The signature is stylized and cursive.

Mike Elle  
Fire Chief

**COOPERATIVE FIRE PROTECTION AGREEMENT**  
**Between The**  
**KETCHUM CITY FIRE DEPARTMENT**  
**The**  
**USDI, BUREAU OF LAND MANAGEMENT**  
**TWIN FALLS DISTRICT**  
**And The**  
**USDA, FOREST SERVICE**  
**SAWTOOTH NATIONAL FOREST**

This COOPERATIVE FIRE PROTECTION AGREEMENT is made and entered into by and between the hereinafter referred to as the "DEPARTMENT," the USDI, Bureau of Land Management, Twin Falls District, hereinafter referred to as the "BLM", and the USDA, Forest Service, Sawtooth National Forest hereinafter referred to as the "FOREST SERVICE." The BLM and FOREST SERVICE jointly will be referred to as AGENCIES under the authority and provisions of: Reciprocal Fire Protection Act of May 27, 1955 (42 U.S.C. 18562), the Granger-Thye Act of April 24, 1950 (16 USC 572), and the Cooperative Funds and Deposits Act of December 12, 1975, Pub. L. 94-148, 16 U.S.C. 565a I- a3, as further authorized by Division F, title IV, Sec. 417 of the Consolidated Appropriations Act 2008 (Pub. L. 110-161).

**I. PURPOSE**

The purpose of this AGREEMENT is to provide for cooperation in the prevention, detection and suppression of wildland fires within the protection areas of parties' signatory to this AGREEMENT.

This AGREEMENT provides for cooperation only in wildland fire management activities. The AGENCIES shall not respond to structure fires, vehicle fires or traffic accidents in lieu of the DEPARTMENT. The AGENCIES may, as available, respond to such incidents when adjacent wildlands covered under this AGREEMENT are threatened by fire from such incidents.

**II. STATEMENT OF MUTUAL BENEFITS AND INTERESTS**

The AGENCIES have the responsibility for prevention, protection and suppression of wildland fires on BLM and National Forest administered lands, and on adjacent or intermingled State and private forested lands as identified through written agreement. AGENCIES may also have protection responsibilities for other lands through contract or reimbursable agreement.

The DEPARTMENT has the responsibility for prevention, protection and suppression of structure and other fires within the boundaries of the established fire district. These structures and lands protected by the DEPARTMENT are intermingled or adjacent to lands protected by the BLM and Forest Service.

Therefore, it is mutually advantageous, and in the public interest, for the parties to coordinate their efforts in the prevention, detection, and suppression of wildfires in and adjacent to their areas of responsibility.

### III. GENERAL PROVISIONS

1. ANNUAL OPERATING PLANS. The parties will meet annually, prior to the initiation of fire season to prepare an ANNUAL OPERATING PLAN (AOP). This AOP will include protection area maps for all parties, current rates for use of the DEPARTMENT equipment and personnel, lists of principal personnel, dispatching procedures, and any other items identified in this AGREEMENT as necessary for efficient implementation. This AOP shall become attached to and a part of this AGREEMENT.
2. PROTECTING PARTY. The party responsible for providing direct fire protection in a given area pursuant to this AGREEMENT.
3. SUPPORTING PARTY. A party providing suppression assistance or other support and resources to the PROTECTING PARTY.
4. JURISDICTIONAL PARTY. The party which has overall land and resource management and/or protection responsibility as provided by law.
5. MUTUAL AID AREA - area that is within the DEPARTMENT protection district / boundary.
  - a. All wildland fires that occur within the MUTUAL AID AREA will be considered a mutual aid fire.
  - b. AGENCIES and the DEPARTMENT will assist each other on wildland fires within the MUTUAL AID AREA regardless of land ownership and at no cost to one another for a period of 4 hours.
  - c. The SUPPORTING PARTY will provide the PROTECTING PARTY only the amount of resources they deem available.
6. MUTUAL AID SUPPORT - fire suppression assistance by a SUPPORTING PARTY at no cost (exception – see #5b) to the PROTECTING PARTY.
7. THREAT FIRE - any fire a PROTECTING PARTY considers a threat to property under their jurisdiction and is within close proximity to the MUTUAL AID AREA.
  - a. A THREAT FIRE will be considered a mutual aid fire and all the definitions of a mutual aid fire will apply (see 5). It should be reasonable that the fire may reach other jurisdictions within the burning period.
8. RECIPROCAL FIRE PROTECTION. As deemed appropriate, the parties will establish reciprocal initial attack areas for lands of intermingled or adjoining protection responsibilities. Within such areas the SUPPORTING PARTY will upon request or voluntarily, take action in support of the PROTECTING PARTY. The PROTECTING PARTY will not be required to reimburse the SUPPORTING PARTY for actions taking place in these areas within the first 4 hours following initial dispatch of suppression resources. All assistance beyond this period until released will be billed from minimum hours forward. Reciprocal initial attack areas will be mapped and made a part of the AOP.

9. Whenever a fire occurs within the MUTUAL AID AREA, each party will assume and bear cost of providing its own suppression cost and expenses for the first 4 hours after forces are first dispatched. If the fire remains wholly or partially within the MUTUAL AID AREA at the expiration of such 4 hours period, the parties will in good faith develop a written cost share agreement to cover any further fire suppression costs for such fire. In the event the parties fail to reach such agreement, then neither party shall have further responsibility for providing fire suppression efforts or equipment outside its jurisdictional boundaries.
10. REQUESTED ASSISTANCE. Outside MUTUAL AID AREA, when requested by the PROTECTING PARTY, the SUPPORTING PARTY will, within their capability, provide initial attack or other support on wildland fires. Such requested assistance is reimbursable.
11. INDEPENDENT ACTION. Except as otherwise described in the AOP, any party on its own initiative and without reimbursement may go upon lands protecting by another party to suppress wildfires, if the fire is a threat to property within that party's protection responsibility. In such instances, the party taking action will promptly notify the protecting party.  
  
If either party takes action on a fire independently, the SUPPORTING PARTY will furnish the PROTECTING PARTY a preliminary report (oral) within 24 hours of the action taken and a written incident report with ten (10) days. The PROTECTING PARTY will notify JURISDICTIONAL PARTY.
12. NOTIFICATIONS. Each party will promptly notify the PROTECTING PARTY of fires burning on or threatening lands for which that party has protection responsibility. When taking action, the SUPPORTING PARTY will, as soon as possible, notify the PROTECTING PARTY in accordance with the AOP, detailing what equipment and personnel have been dispatched to the incident location.
13. BOUNDARY LINE FIRES. BOUNDARY LINE FIRES will be the mutual aid responsibility of the PROTECTING PARTIES on either side of the boundary. Neither party will assume the other is aware of the fire, or is taking action. The officer-in-charge who arrives first at the fire will act as Incident Commander. When both parties have arrived, it will be mutually agreed to the designation of a single the Incident Commander or unified command.
14. TIME/DURATION. It shall be the responsibility of the PROTECTING PARTY to release the resources of the SUPPORTING PARTY in a timely manner to ensure the SUPPORTING PARTY resources are not needlessly detained.
15. COST SHARING. On multi-jurisdictional incidents and incidents which threaten or burn across protection boundaries or jurisdictions, the parties will jointly develop a written cost share agreement which describes a fair distribution of financial responsibilities.
16. COMMUNICATION SYSTEMS. The Parties agree to share the use of communication systems, radios and radio frequencies for the execution of this AGREEMENT. Sharing of frequencies must be approved only by authorized personnel for each Party and documented in the AOP.

17. NATIONAL INTERAGENCY INCIDENT MANAGEMENT SYSTEM. The parties to this AGREEMENT will operate under the concepts defined in the National Interagency Management System (NIMS) including: Incident command System (ICS), qualifications system, training system, the management of publications, and participate in the review, exchange, and transfer of technology as appropriate for providing qualified resources, and for the management of incidents covered by this AGREEMENT.
18. DETERMINATION OF CAUSE AND PRESERVATION OF EVIDENCE. Parties will attempt to protect point of origin of the fire and evidence pertaining to the fire cause. When applicable each party will coordinate pursuing a joint cost recovery effort.
19. QUALIFICATIONS & TRAINING. The qualifications of fire personnel and fire equipment performance standards will be identified in the AOP.
20. BILLING PROCEDURES. The SUPPORTING PARTY will bill the PROTECTING PARTY for actual costs incurred for assistance provided and identified as reimbursable. Reimbursable costs include all costs associated with the direct fire operations and incident support ordered by or for the incident (except as otherwise described in reciprocal mutual aid and independent action situations).
21. FIRE PREVENTION. Parties agree to share responsibilities and materials for fire prevention activities. Materials may include posters for display in public buildings, businesses and the like. Parties will share responsibility for fire prevention and rural fire safety presentations and demonstrations.
22. FIRE RESTRICTIONS AND CLOSURES. Parties will coordinate restrictions and closures.
23. PRESCRIBED FIRE AND FUELS MANAGEMENT. The JURISDICTIONAL PARTY will inform all parties of prescribed fires it is managing. Support during a prescribed burn is not covered under this AGREEMENT.
24. EMPLOYMENT POLICY. Employees of the parties of this AGREEMENT shall at all times be subject only to the laws, regulations, and rules governing their employment, regardless of incident location, and shall not be entitled to compensation or other benefits of any kind other than specifically provided by the terms of their employment.
25. WAIVER OF CLAIMS. The DEPARTMENT and AGENCIES hereby waive all claims between and against each other for compensation for loss, damage, and personal injury, including death, to each other's property, employees, agents, and contractors occurring in the performance of this AGREEMENT.

AGENCIES and DEPARTMENT will be liable for their own actions during mutual aid response or independent action as outlined in GENERAL PROVISIONS clauses III.8 and III.11 respectively.

26. NONDISCRIMINATION. The DEPARTMENT and AGENCIES shall comply with all Federal statutes relating to nondiscrimination and all applicable requirements of all other Federal laws, Executive orders, regulations, and policies. These include, but are not limited to Sections 119 and 504 of the Rehabilitation Act of 1973 as amended, which prohibits discrimination on the basis of race, color, religion, sex, age, national origin, marital status, familial status, sexual orientation, participation in any public assistance program, or disability.
27. FREEDOM OF INFORMATION ACT (FOIA). Public access to award records shall not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to "Freedom of Information" regulations (5 U.S.C. 552).
28. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All cooperators, their employees, volunteers, and contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.
29. MODIFICATION. Modifications within the scope of this instrument must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least thirty (30) days prior to implementation of the requested change. The Parties are not obligated to fund any changes not properly approved in advance.
30. TERMINATION: Any Party may, with thirty (30) days advance notice in writing, terminate their participation in this AGREEMENT in whole, or in part, at any time before the date of expiration, unless extended.
31. COMMENCEMENT/EXPIRATION DATE. This instrument is executed as of the date of last signature and is effective through 2017 at which time it will expire unless extended.

33. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this instrument. In witness whereof, the parties hereto have executed this instrument as of the last date written below.

Mike Elle, Fire Chief  
Ketchum City Fire Department

Date

Randy Hall, Mayor

Date

*Brenda Gifford Acting DM*  
JENIFER ARNOLD Acting District Manager  
USDI, BLM, Twin Falls District

5-9-12

Date

for

*Sarah A. Lan*  
REBECCA S. NOURSE, Forest Supervisor  
USDA Forest Service, Sawtooth National Forest

5/10/2012

Date

**The authority and format of this instrument have been reviewed and approved for signature.**

*Gladys Hamilton*  
GLADYS HAMILTON  
Forest Service Grants & Agreements Specialist

5/10/2012

Date

*Linda Pitzer*  
LINDA PITZER  
BLM Procurement Analyst

5/7/12

Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

**2012 ANNUAL OPERATING PLAN**  
**for**  
**COOPERATIVE FIRE PROTECTION AGREEMENT**  
**Between The**  
**KETCHUM CITY FIRE DEPARTMENT**  
**And The**  
**USDI, BUREAU OF LAND MANAGEMENT**  
**TWIN FALLS DISTRICT**  
**And The**  
**USDA, FOREST SERVICE**  
**SAWTOOTH NATIONAL FOREST**

This Annual Operating Plan (AOP) is entered into by and between Ketchum City Fire Department hereinafter referred to as the "DEPARTMENT," the USDI, Bureau of Land Management, Twin Falls District, hereinafter referred to as the "BLM", and the USDA, US Forest Service, Sawtooth National Forest, hereinafter referred to as the "FOREST SERVICE". BLM and FOREST SERVICE jointly will be referred to as the "AGENCIES" under the provision of BLM Cooperative Fire Protection Agreement (CFPA) No. BLM MOU 2012-027, dated May 9, 2012 and Forest Service Cooperative Fire Protection Agreement (CFPA) No. 12-FI-11041400-029, dated May 9, 2012. This AOP becomes attached to and made part of said agreement, and is in effect until superseded.

The parties hereto agree as follows:

**A. Purpose:**

The purpose of this AOP is to define operating procedures and responsibilities within the framework of BLM CFPA No. BLM MOU 2012-027, and Forest Service CFPA No. 12-FI-11041400-029.

If your DEPARTMENT desires to make itself available for fires throughout Idaho and other states, the authority for this is through Idaho Department of Lands. Contact your IDL representative for additional information.

**B. Mutual Aid Area:**

The DEPARTMENT is primarily responsible for suppression of structural fires and wildland fires occurring to property of residents within their jurisdictional boundaries, and secondly for suppression of wildland fires occurring within their jurisdictional boundaries, displayed in Exhibit A and B.

The AGENCIES are primarily responsible for suppression of wildland fires within the protection boundaries of the Twin Falls District BLM and the Sawtooth National Forest, displayed in Exhibit A and B.

## **Burning Permits:**

If either party to this plan issues burning permits to the public in an area of mutual concern, they will contact the other agency's dispatch center with information on location, name of person issued permit, dates, phone number, and acres to avoid costly false alarm runs.

## **C. Reporting Fires:**

Fires will be reported to the following individual/office as listed in Exhibit C:

- Structure/Private lands: 9-1-1
- Public lands: South Central Idaho Interagency Dispatch Center

## **D. Annual Coordination Meeting:**

A coordination meeting between The DEPARTMENT, the AGENCIES will be held annually by June 1. This meeting will review the past year of cooperative assistance and revise this AOP. The equipment list in Exhibit E will be reviewed and attached to the updated AOP each year.

Maps which identify each of the parties' jurisdictional boundaries will be exchanged and updated prior to June 1. This is critical in establishing an understanding of responsibilities, unprotected areas, overlap areas, and mutual aid areas. Exhibits A and B identify each of the parties' jurisdictional boundaries and shall become part of this AOP. It is preferred that maps be produced in a GIS format.

## **E. Communications:**

Each party to this agreement agrees to maintain an up-to-date list of telephone numbers for emergency principal contacts. The contact list in Exhibit C will be reviewed and attached to the updated AOP each year.

It is critical that representatives of each party meet at the fire scene and establish what frequencies will be used during tactical operations so there is no confusion. Weather warnings, emergency broadcasts, tactical changes etc. will be transmitted over this common frequency to all units on the scene.

## **F. Frequencies:**

Both parties are authorized to use the frequencies listed in Exhibit D during emergency operations only.

## **G. Operations:**

Rapid dispatching of personnel and equipment to fires is primary to both parties. It is critical that dispatch organizations have clear direction and understanding of procedures. It is equally important that initial attack forces understand their roles and responsibilities, and those of the other agencies. These personnel will become familiar with the following:

1. When one party requests assistance for purposes other than mutual aid or initial attack from the other, and reimbursement will be provided; the standards for qualifications, training, and physical fitness as set in NWCG PMS 310-1 "*Wildland Fire Qualification System Guide*" are required. At the time of the request, the SUPPORTING PARTY will identify the person in charge of responding resources.
2. During initial action, all agencies (federal, state, local and tribal) accept each other's standards.
  - a. *FS* - Once jurisdiction is clearly established, the standards of the agency(s) with jurisdiction prevail.
  - b. *BLM*- *During initial attack, all agencies accept each other's standards. When an incident exceeds initial attack and jurisdiction has been established, the standards of the jurisdictional agency(s) prevail.*
  - c. Prior to the fire season, federal agencies should meet with their state, local, and tribal agency partners and jointly determine the qualification/ certification standards that will apply to the use of local, non-federal firefighters during initial action on fires on lands under the jurisdiction of a federal agency. Each party will advise the other of applicable cross training opportunities for personnel.
3. Personal Protective Equipment: All fire personnel assigned to fire line suppression duties on an uncontrolled wildfire incident will wear appropriate personal protective equipment (PPE). Required PPE will minimally include the following:
  - i. Fire resistant clothing (this may include either wildland fire pants and shirts, or fire resistant coveralls or structure turnout gear).
  - ii. Hard hat with chinstrap
  - iii. Leather gloves
  - iv. New Generation Fire Shelters are required for all wildland firefighters
  - v. Leather boots
  - vi. Some fire suppression duties and activities may require the additional use of ear and eye protection and/or the use of specialized leg protection (chaps) during chainsaw use.
- b. Personnel not properly equipped with appropriate PPE will be released from active fireline duty and will be reassigned to other support functions or released from the incident.
4. Before fire suppression efforts begin, all fire fighters will be briefed about the nature of the fire, fuel conditions, weather information, safety reminders, potential hazards, command structure, and radio use.
5. The parties to this AOP agree to operate under the concept defined in the National Incident Management System (NIMS) including Incident Command System (ICS). Unified command should be used, as appropriate, whenever multiple jurisdictions are involved.

6. The incident commander or unified command shall establish a command structure communication plan incident objectives, identify and make known hazards, and name the incident. All resources on scene and arriving will have the incident name provided to them. The incident commander will be identified as "Incident name Command or IC" The IC shall inform the servicing dispatch center with the incident name, and also provide to dispatch their name or agency position title (i.e. Burley Battalion 35).
7. The IC will order through a single point of ordering and this should be through the jurisdictional agency dispatch center.
8. It shall be the policy of all parties to release the SUPPORTING PARTY'S personnel and equipment from emergency duties as soon as practical and mutually agreed upon between the Incident Commander and the SUPPORTING PARTY.
9. Personnel and equipment of either party to this agreement may enter on the lands administered or protected by the other in order to effect this agreement. Parties to this agreement will work preseason to identify critical resource areas. When one party suppresses a fire in the other party's jurisdiction, the responsible agency will be immediately notified of the situation and a detailed report containing the time of attack, size, legal location and geographic coordinates, equipment and personnel used, time fire is declared out, cause of fire, etc., will be generated and made available. Encourage use of the incident organizer to accomplish this.
10. Each party will make available and familiarize their employees with the contents of this AOP.
11. SCIIDC will direct the use of aircraft. The DEPARTMENT may order an air tanker drop, helicopter, or observation flight through the responsible dispatch center, but the operational phase will remain under the direction of the SCIIDC. The DEPARTMENT will provide mission objectives, geographic coordination, and hazards in the area (power lines, houses etc.). Any aircraft not obtained from the AGENCIES, or Idaho Department of Lands is limited to operations on private land, and Federal personnel will not have any operational control. It is imperative that DEPARTMENT that have private aircraft responding inform the federal dispatch center. Aerial coordination procedures (frequencies, Fire Traffic Area -FTA) will be part of the annual coordination meeting agenda (see section E). The AGENCIES will not pay for aircraft that are not approved for federal use.
12. All parties to the AOP will coordinate fire restrictions or closures due to weather or fire severity. The "Idaho Restriction Operations Plan" will be used as a guide. A copy of this document can be found on the local Dispatch Center website.
13. Cause and Origin Investigations - Each party will be responsible for cause and origin investigations within the boundaries of their jurisdictional areas. If multiple jurisdictions are affected by the same wildland fire the jurisdiction in which the suspected origin is located will serve as the lead for the investigation. Any party may request assistance from agencies outside the suspected origin jurisdiction

14. When one party to this agreement takes initial action on a fire in another's jurisdiction, every effort will be made to protect the origin of fire and protect evidence that may be pertinent to the fire cause. This and other information concerning incendiary fires, etc. will be shared with all parties to increase probability of prosecution and/or cost recovery.
15. Wildland Urban Interface - The operational roles of the federal agencies as partners in the wildland urban interface are wildland firefighting, cooperative prevention and education. Structural fire suppression is the responsibility of tribal, state, or local governments. Federal agencies may assist with exterior structural fire protection activities under this fire protection agreement that specify the mutual responsibilities of the partners, including funding.
16. AGENCIES Firefighters who encounter structure, vehicle, or landfill fires during normal wildland fire suppression duties, or who are dispatched to such fires due to significant threat to adjacent agency protected lands/resources, will not engage in direct suppression action. Structure protection (not suppression) activities will be limited to exterior efforts, and only when such actions can be accomplished safely and in accordance with established wildland fire operations standards. For Great Basin Structure Protection Guidance go to [http://gacc.nifc.gov/wgbc/GBCG/gbcg\\_index.htm](http://gacc.nifc.gov/wgbc/GBCG/gbcg_index.htm).
17. The PROTECTING PARTY is responsible for extended mop up or overhaul operations.
18. Emergency Medical Responses - AGENCIES are not funded, trained or equipped to respond to medical emergencies. Under no circumstances will AGENCIES resources be dispatched for medical emergencies. Structure personnel and equipment will be returned to readiness status as soon as possible, to assure adequate structure protection in their jurisdiction.

#### **H. Compensation for Services:**

Compensation for services provided by either party will be guided by the master agreement to this AOP for billing procedures. *See Section III.15 of CFPA No. BLM MOU 2012-027, and CFPA No. 12-FI-11041400-029.*

This portion of the AOP establishes standard, payment rates, and billing procedures for equipment and personnel used for the purpose of this agreement. For assistance outside of the assistance areas or for support exceeding the 4 hour time limitation, the payment rates will be based on equipment rates and standards listed in the current Idaho Department of Lands Fire Service Organization Rate Book. Equipment not listed in the Rate Book will be referred to the Great Basin Chapter 20 Supplement (equipment rental rates).

Adoption of these rates and standards assures consistency for all agencies and reduces the confusion that would be created by trying to determine individual agency and equipment. Idaho Department of Lands Fire Service Organization Rate Book can be found at: <http://www.idl.idaho.gov/bureau/firemgmt.htm>. Great Basin Chapter 20 Supplement can be found at: [http://gacc.nifc.gov/egbc/administrative/incident\\_business/incident\\_business.htm](http://gacc.nifc.gov/egbc/administrative/incident_business/incident_business.htm)

It is understood that neither agency is entering this plan to make a profit from assisting the other, but rather, developing a method of recovering legitimate expenses. Every effort will be made to minimize costs.

1. Operated hourly rate is based on being equipped with the number of personnel specified in the "Fireline Handbook". Apparatus supplied through the Federal Excess Property Program are calculated at 66 percent of the un-operated allowance plus the difference between the un-operated daily and fully operated daily rate.
2. For each incident, each piece of equipment provided by the department shall have a separate Emergency Equipment Shift Ticket (OF-297) Exhibit F prepared showing compensable time for one operation period including name of operators and positions held. The department and the Agencies Official responsible for directing the work of the equipment are responsible to see the shift tickets are completed. Any known defects or damage to equipment going on or off shift must be documented in the "Remarks" section. Shift Tickets must be signed by the responsible fireline supervisor overseeing the resource.
3. The following is required for invoicing expenditures above and beyond the terms of initial attack (i.e. support provided beyond the hour limitation identified in this agreement, initial attack support outside the departments initial attack area, and multijurisdictional fires which require a cost share agreement); department name and address, date of service, DUNS number, tax identification number, detailed transaction of charges to include piece of equipment with identifying number, cost per unit and total cost, appropriate shift tickets, resource order and any other supporting documentation. An example of an invoice is provided for information only Exhibit F. Departments may use their departmental invoice process if available.
4. For fires outside the terms of the initial attack period that are joint jurisdictions a cost share agreement should be initiated. The cost share agreement will identify those costs that are shared and the costs that will be assumed by the individual agencies. Sample cost share Exhibit H

**J. Authorized Representatives:**

By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this instrument. In witness whereof, the parties hereto have executed this instrument as of the last date written below.

\_\_\_\_\_  
Mike Elle, Fire Chief  
Ketchum City Fire Department  
Date

\_\_\_\_\_  
Randy Hall, Mayor  
Date

*Brenda Gifford Acting DM*  
\_\_\_\_\_  
JENIFER ARNOLD, Acting District Manager  
USDI, BLM, Twin Falls District  
Date *5-9-12*

*for Sarah A. Lan*  
\_\_\_\_\_  
REBECCA S. NOURSE, Forest Supervisor  
USDA Forest Service, Sawtooth National Forest  
Date *5/10/2012*

**The authority and format of this instrument have been reviewed and approved for signature.**

*GLADYS HAMILTON*  
\_\_\_\_\_  
GLADYS HAMILTON  
Forest Service Grants & Agreements Specialist  
Date *5/04/2012*

*Linda Pitzer*  
\_\_\_\_\_  
LINDA PITZER  
BLM Procurement Analyst  
Date *5/7/12*

**Burden Statement**

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

# EXHIBIT A MAP

## Wildland Fire Protection Responsibility for Federal Lands

South Central Idaho

2/28/2012

0 12.5 25 50 Miles

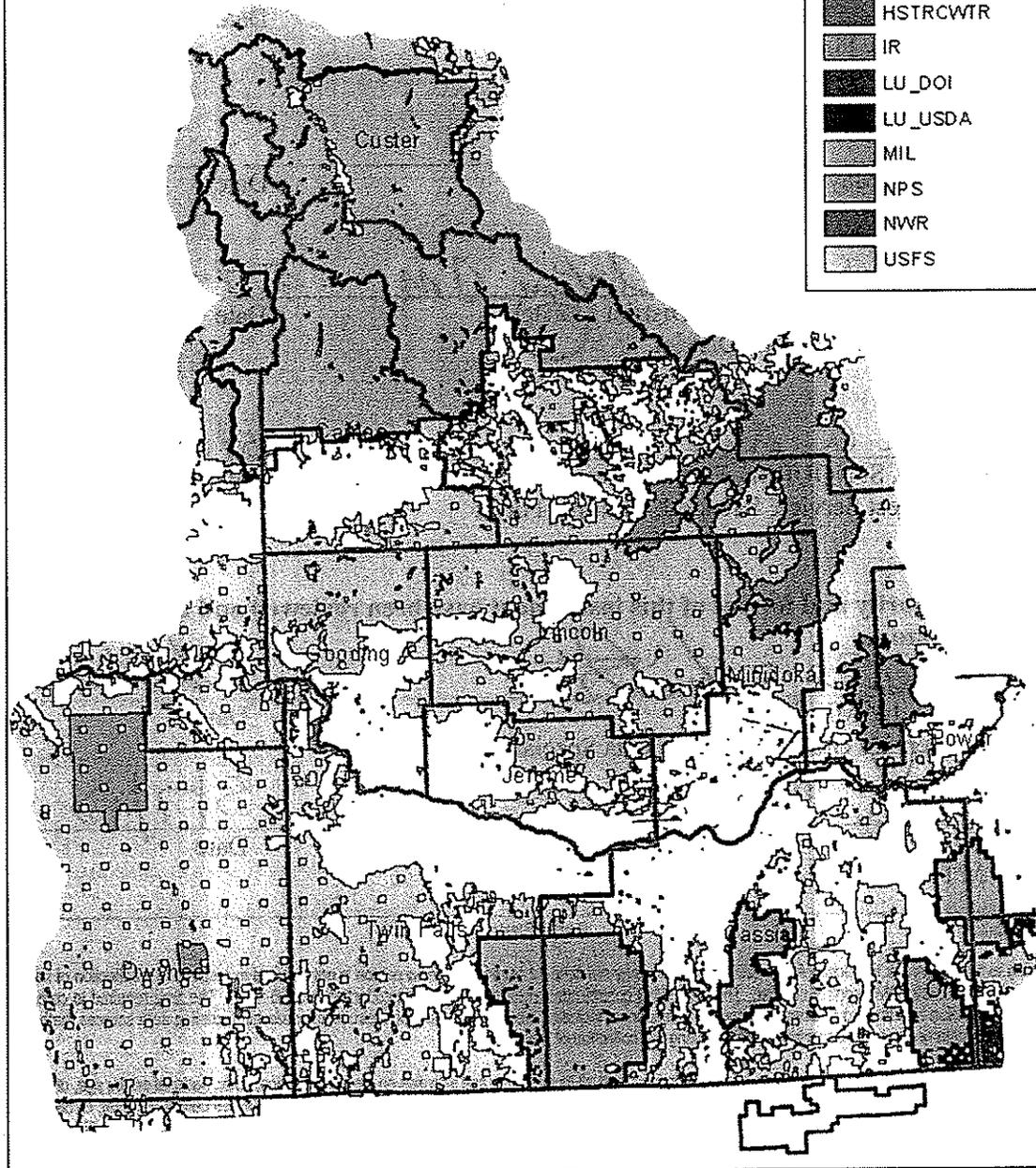
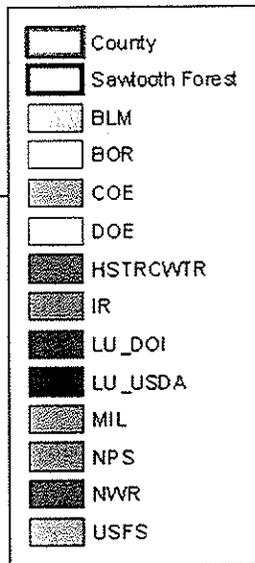
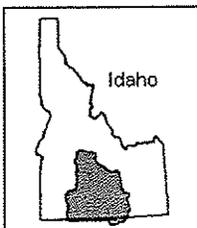
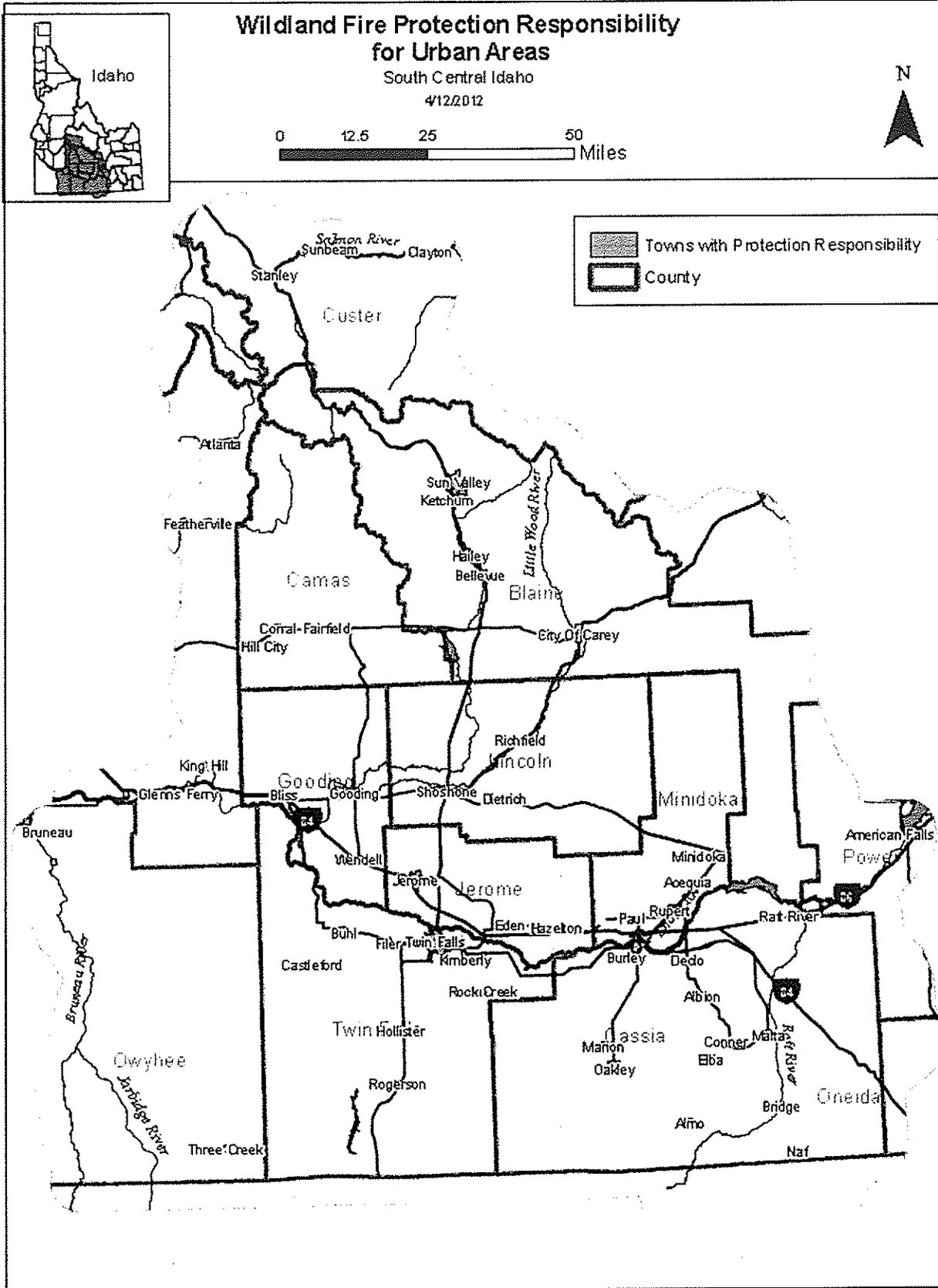
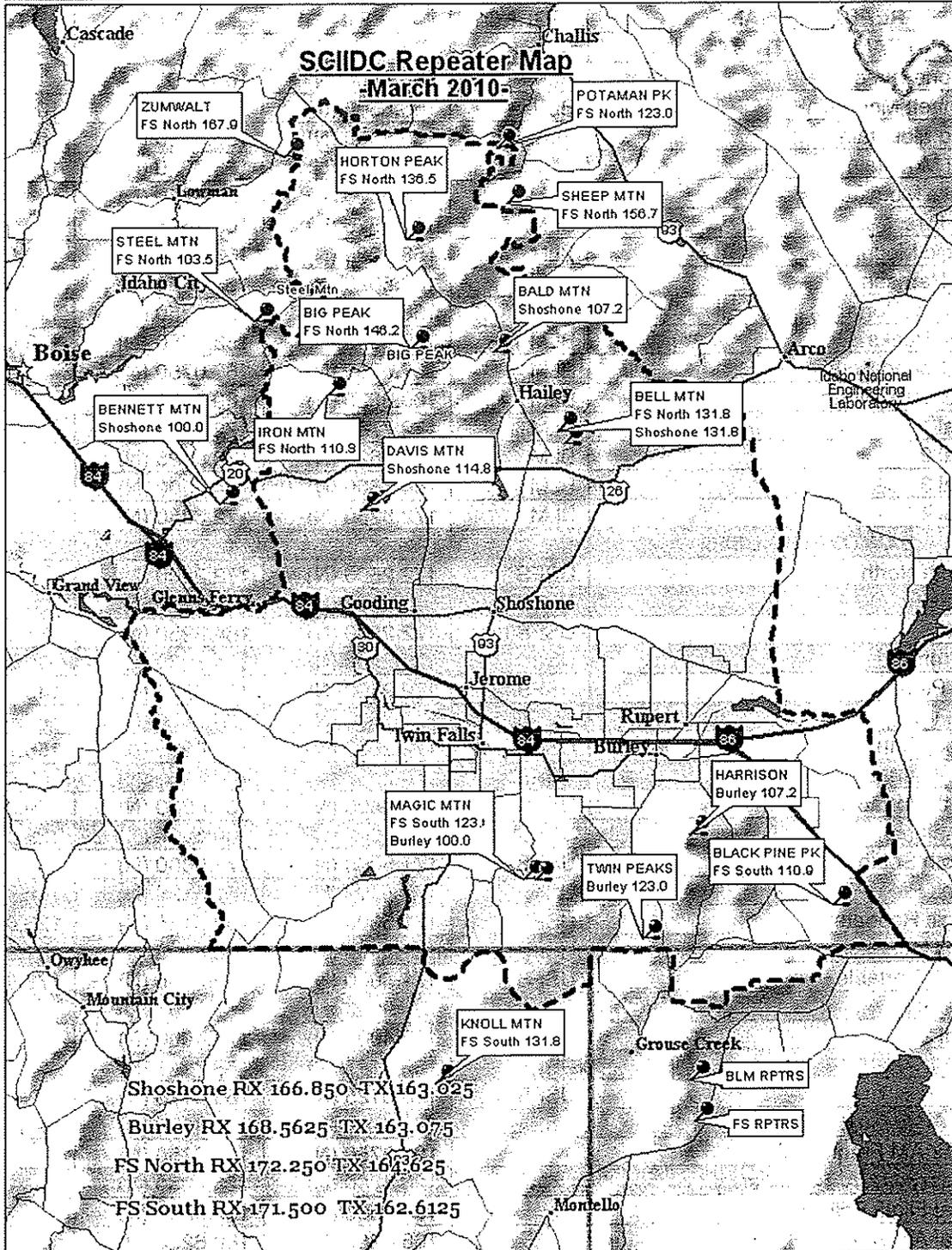


EXHIBIT B  
MAP

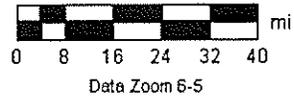




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## EXHIBIT E EQUIPMENT LIST

### BLM:

#### Bellevue Guard

Make	Engine #	ICS Type	Tank Capacity
International	2415	4	900

#### Carey Guard Station

Make	Engine #	ICS Type	Tank Capacity
International	2425	4	900

#### Shoshone Yard

Name	Make	Type	Vehicles #
Brett Blumhardt	Dodge	Crew Cab	Chief 22
John McCoy	Dodge	Crew Cab	Battalion 24
Josh Brinkley	Dodge	Ext Cab	Battalion 25
John Sabala	Ford	Crew Cab	980
Bryan Barney	Chevy	crew Cab	940
Larry Messick	Dodge		974
John Luongo	Ford	Ext cab	990
Make	Engine #	ICS Type	Tank Capacity
Hummer	2693	6	250
TATRA	2302	1-Tactical	2400
International	2408	4	900
International	2421	4	900
Hummer	2686	6	250
Ford	W2221	2	3500
Caterpillar	DZ2101		
Western Star	997	Transport	

#### Spares

Make	Engine #	ICS Type	Tank Capacity
Freightliner	2411	4	900
International	2418	4	900
International	2405	4	900

#### Malta Guard

Make	Engine #	ICS Type	Tank Capacity
Tatra	2413	4	2400

#### Almo Guard

Make	Engine #	ICS Type	Tank Capacity
Freightliner	2404	4	900

### Forest Service:

#### Minidoka RS

Name	Make	Type	Vehicle #
Bat 1	Chevy	1500 4X4	4123
Cache Peak	Dodge	1500 4X4	1519D
Cache Peek	Ford	F-550	6522
Div 1	Ford	Expedition	4242
E412 Chase	Ford	F-250	0288K
Fuels 1	Chevy	1500 4X4	4125
Prev 1	Chevy	3500 4x4	4253
	Dodge	2500 4X4	7138
Make	Engine #	ICS Type	Tank Capacity
Freightliner	E411	4	900
Navistar	E412	4	900

#### Fairfield

Name	Make	Type	Vehicle #
Div 5	Chevy	Silverado	4247
Bat 5	Ford	F250	4132
Prev 5	Chevy	Silverado	4660
Shake IA	Ford	F250	4841

#### Rock Creek Yard

Name	Make	Type	Truck #
Steve Loucks	Ford	Extended Cab	BC 2-3
Chris Anthony	Dodge	Crew Cab	BC 2-6
Make	Engine #	ICS Type	Tank Capacity
Freightliner	2409	4	900
International	2414	4	900
International	2420	4	900
Hummer	2695	6	250
Freightliner	WT2225	2	3500
Cat	DZ2101	1	
Freightliner	936	Transport	

#### Rogerson Guard

Make	Engine #	ICS Type	Tank Capacity
Tatra	2401	4	1900
International	2428	4	900
Ford	WT2223	2	3500

#### Burley Yard

Name	Make	Type	Vehicles #
Mark Wiseman	Dodge	Crew Cab	964
Cody Goff	Dodge	Crew Cab	922
Jeff Bedke	Dodge	Crew Cab	947
Dennis Smith	Dodge	Extended Cab	973
Dennie Smyer	Chevy	Extended Cab	945
Make	Engine #	ICS Type	Tank Capacity
International	2410	4	900
International	2429	4	900
International	2419	4	900
International	WT2226	2	3500
International	2424	4	900
International	FT2211	N/A	N/A

#### Kimama Guard

Make	Engine #	ICS Type	Tank Capacity
International	2417	4	900
International	2427	4	900
International	WT2224	2	3500

#### North Zone

Name	Make	Type	Vehicle #
Div 3	Chevy	Silverado	7137
Bat 3	Chevy	2500 HD	4663
Fuels 3	Chevy	2500 HD	4246
Prev 3	Dodge	Dakota	4654
N.Zone IA	Ford	F250	4244
Stanley	Chevy	Silverado	7191
Helitack	Ford	F550	6476
Helitack	Ford	F550	6477
Make	Engine #	ICS Type	Tank Capacity
Ford F550	E631	Type 6	300
Ford F550	E641	Type 6	300

#### Fairfield

Name	Make	Type	Vehicle #
651 Chase	Dodge	1500	4851
Make	Engine #	ICS Type	Tank Capacity
Ford F550	E651	6	300



**EXHIBIT F  
EMERGENCY EQUIPMENT SHIFT TICKET - OF-297**

Your Department will be supplied EMERGENCY EQUIPMENT SHIFT TICKET with booklets to carry on your equipment and document equipment usage when assisting on fires solely within the Agencies jurisdiction. It will be the responsibility of your Engine Captain or Officer in charge to complete this form at the end of the incident and prior to leaving the fire scene. Have the Agencies Incident Commander authorize and sign the ticket. Submit a copy of this ticket with your billing to the BLM and Forest Service. Any known defects or damage to equipment going on or off shift must be documented in the "Remarks" section

The image shows a stack of three 'EMERGENCY EQUIPMENT SHIFT TICKET' forms. The top form is the most visible and contains the following fields and sections:

- EMERGENCY EQUIPMENT SHIFT TICKET** (Title)
- INCIDENT INFORMATION** (Section header)
- AGENCY** (Field)
- INCIDENT NUMBER** (Field)
- DATE** (Field)
- TIME** (Field)
- LOCATION** (Field)
- INCIDENT TYPE** (Field)
- INCIDENT DESCRIPTION** (Text area)
- EQUIPMENT USED** (Table with columns for equipment type and quantity)
- REMARKS** (Text area)
- SIGNATURE** (Field)
- DATE** (Field)

On the right side of the forms, there are labels for the different layers of the stack:

- CONTRACT** (Label for the top form)
- EQUIPMENT TIME RECORDER** (Label for the middle form)
- ORDERING OFFICE FILE COPY (RETAIN IN BOOK)** (Label for the bottom form)



**EXHIBIT H  
SAMPLE COST SHARE AGREEMENT**

**COST SHARE AGREEMENT  
BETWEEN**

**And**

**And**

The following is the cost share agreement between the above named agencies as it was negotiated for the following incident:

INCIDENT NAME:

INCIDENT NUMBER BY AGENCY:

INCIDENT START DATE AND TIME:     at            hours

Protection Units:

INCIDENT CAUSE:

COMMAND STRUCTURE:

Start Date/Time: at

End Date/Time: at

COST-SHARE PERIOD:                     -

INCIDENT COMMANDER(s):

INCIDENT COMMANDER(s):

AGENCY REPRESENTATIVE(s):

UNIFIED ORDERING POINT:

Agency Representatives participating in development of this cost share agreement:

This cost share agreement between the above mentioned agencies was prepared under the following guidelines (*THE FOLLOWING GUIDELINES ARE NEGOTIATED*):

In accordance with this **COOPERATIVE FIRE PROTECTION AGREEMENT**  
**Ketchum City Fire Department KETCHUM CITY FIRE DEPARTMENT, the USDI,**

**BUREAU OF LAND MANAGEMENT TWIN FALLS DISTRICT and the USDA,  
FOREST SERVICE, SAWTOOTH NATIONAL FOREST**

1. All costs originating from orders placed by and for the incident that can be reasonably obtained and estimated for the cost share period will be included in this agreement and will be shared on the basis of the Incident Commander's (IC)/Agency Administrator's (AA) mutual agreement.
2. Costs for nonexpendable property purchases by each agency will be charged directly to that agency and will not be shared.
3. Costs incurred by cooperators not engaged in joint fire suppression activities will not be included as a part of this cost share agreement.
4. Agency specific costs will not be shared.
5. Responsibility for tort claim costs or compensation for injury costs will not be a part of this agreement. Responsibility for these costs will be determined outside of this agreement.
6. Non-suppression rehabilitation costs are the responsibility of the jurisdictional agency and will not be shared.
7. Daily cost sharing will be documented and shared with the ICs/ARs for information.
8. Sharing of final actual costs between the agencies will be based on a summary of incident suppression costs and each agency's proportionate share thereof as agreed to by the agency representatives.
9. Aircraft and retardant costs will be shared on an actual use basis as determined by the IC's/AA's and will be calculated as a separate cost. IMTs are responsible for providing the tracking records associated with aircraft and retardant costs.
10. MAFFS will be paid by the USFS and not included in the cost pool.
11. Each agency will be responsible for collecting actual cost/expenditure data that will make up their respectable costs.
12. This cost share will terminate at a date and time agreed upon by all agency administrators at the conclusion of the incident or when conditions significantly change resulting in a need to end or modify this agreement.
13. The parties to this agreement will meet to determine the total costs of each agency on the Enter Incident Name Incident. The agency whose total actual costs exceed their proportional share of the overall incident final costs as determined within this agreement will bill the other agency. The billing, when paid, will result in each agency sharing overall incident costs as herein agreed.

In accordance with the attached documentation, it is hereby agreed that cost sharing on this incident will be:

<u>AGENCY</u>	<u>GROUND RESOURCES</u>	<u>AIRCRAFT/RETARDANT</u>
<u>DEPARTMENT</u>	<u>%</u>	<u>%</u>
<u>USFS</u>	<u>%</u>	<u>%</u>
<u>BLM</u>	<u>%</u>	<u>%</u>

This agreement and the shares are our best judgments of agency cost responsibilities.

\_\_\_\_\_  
Signature, Agency Representative

\_\_\_\_\_  
Signature, Agency Representative

Mailing Address:

Mailing Address:

Telephone:

Telephone:

Date of this finalized agreement:

Contacts are:

**Attachments included:**

EXHIBIT I  
GREAT BASIN STRUCTURE PROTECTION PLAN  
<http://gacc.nifc.gov/wgbc/GBCG/memos.htm>



**COMMUNITY AND STRUCTURE FIRE PROTECTION  
Guidelines for the Great Basin 2011**

**Background**

Protection of structures and communities is a shared partnership between the home and landowners and their fire agencies. Structure and community protection is high risk and a large cost center for all fire agencies. Clarification on what, how and where we will accomplish our structure protection roles and responsibilities must be identified. There needs to be a common expectation among all agencies and the public on how structure protection will be handled within the Great Basin.

With the increased growth in the wildland urban interface, fire agencies do not have the capability to protect all structures. The goal is to support communities and structures that can survive the effects of a wildland fire without intervention.

All fire agencies have primary responsibility for fire suppression within their respective protection areas. A strong initial attack commensurate with risk is the primary objective on all wildfires managed for suppression objectives. Fire agencies have a responsibility to attempt to prevent a wildland fire from spreading into areas where there are structures, and to assist local fire agencies in protecting communities and structures from the advancing wildland fire.

**Leaders Intent**

Our first and foremost intent is to keep our firefighters and the public safe. Secondly, once that safety can be ensured, then we will aggressively work toward keeping the wildland fire away from structures and communities. Our strategies and tactics will be based on that intent. Protecting structures from fire will not be possible in every situation. Risk to firefighters, fire behavior and availability of resources will dictate the strategies that will be used.

When there is a need to engage in structure protection, we will ensure that we are taking safe, appropriate, and reasonable tactical actions for which we are trained and equipped. Those actions will be cost effective. State and federal agencies will limit the use of tactics such as gelling, wrapping, and extensive hazardous fuels modification.

## Unified Efforts

Fire agencies may have a shared responsibility for wildland fire and structure protection within the scope of their state laws, agreements and annual operating plans. Agency Administrators will discuss with their partners roles and responsibilities, what capabilities each party has, how the parties will interface with each other, and how responsibilities for costs will be addressed. Agency Administrators will provide leaders intent for structure fire protection. Incident management organizations will engage local government agencies (fire departments, law enforcement, disaster services, etc.) in the planning of strategies and tactics for community and structure protection.

There are areas in the Great Basin where there is no local fire agency. Through established agreements and authorities, the wildland fire protection agencies may have the responsibility to protect structures from wildland fire. Landowners have the responsibility to determine whether there is a local fire agency that provides structure fire protection.

It is important for GBCG members to:

- **Partner** with communities, home and landowners to identify what actions can be taken to mitigate potential wildland urban interface losses, and identify financial and technical assistance opportunities.
- **Identify** how the parties will work together when the wildland fire impacts another's protection or jurisdictional responsibility.
- **Establish** agreements and/or local operating plans to identify roles and responsibilities prior to the wildland fire.

## Capabilities

Wildland fire agencies have no capability or responsibility to do structure fire suppression. Some local fire agencies may have limited capability within their own areas of jurisdiction to respond to a wildland fire. It is important to understand what capability they do have and if they have options to reach out to others such as mutual aid, to enhance that capability.

## Definitions

The following are defined:

**Wildland Fire Protection:** Protecting natural resources and municipal watersheds from damage from any fire that occurs in the wildland. State, tribal and federal forestry or land management and some local government agencies normally provide wildland fire protection.

**Structure Protection:** Protecting a structure from the threat of damage from an advancing wildland fire. This involves the use of standard wildland protection tactics, control methods, and equipment, including fire control lines and the extinguishment of spot fires near or on the structure. The protection can be provided by both the rural and/or local government fire department and wildland fire protection agencies.

**Structure Fire Suppression:** Interior or exterior actions taken to suppress and extinguish a burning structure or improvement associated with standard fire protection equipment and training. This is the responsibility of local government entities; however there are areas where there is no structural fire agency in place.

*This supersedes any prior Community and Structure Fire Protection guidelines developed by NRCG or GBCG.*