

**CITY OF SUN VALLEY  
INCORPORATED 1947  
MUNICIPAL FORM OF GOVERNMENT  
ELECTED OFFICIALS AND APPOINTED STAFF**

**ELECTED OFFICIALS**

Mayor

**Wayne Willich**

Council President

**Nils Ribí**

Council Members

**Dewayne Briscoe**

**David Chase**

**Joan Lamb**

**APPOINTED STAFF**

City Administrator

**Sharon R. Hammer**

City Clerk

**Kelly Ek**

Building Official

**Eric Adams**

Community Development Director

**Mark Hofman**

Finance Director and City Treasurer

**Michelle Frostenson**

Fire Chief

**Jeff Carnes**

Police Chief

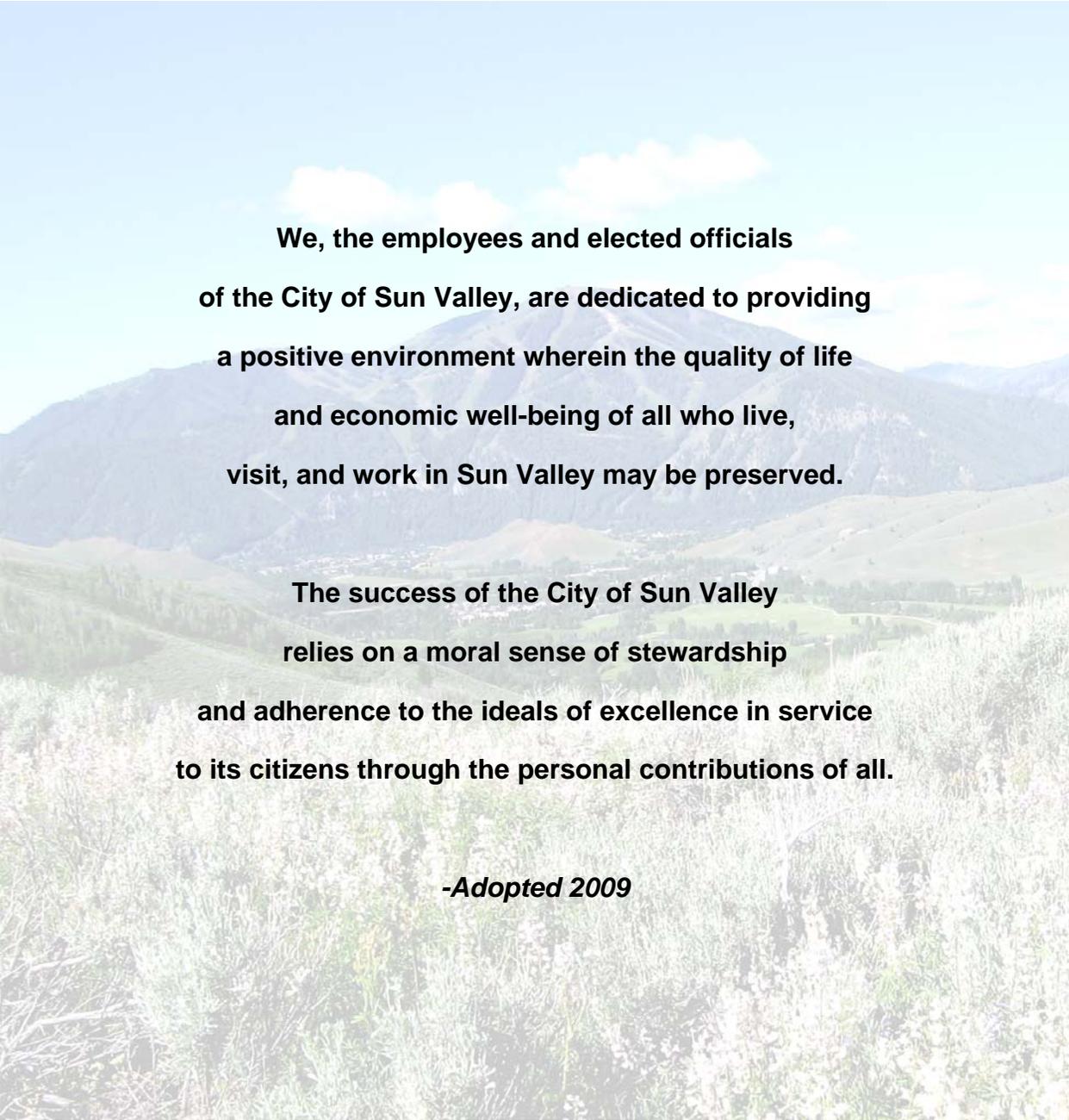
**Cam Daggett**

Street Superintendent

**Bill Whitesell**



## **MISSION STATEMENT**



**We, the employees and elected officials  
of the City of Sun Valley, are dedicated to providing  
a positive environment wherein the quality of life  
and economic well-being of all who live,  
visit, and work in Sun Valley may be preserved.**

**The success of the City of Sun Valley  
relies on a moral sense of stewardship  
and adherence to the ideals of excellence in service  
to its citizens through the personal contributions of all.**

***-Adopted 2009***



# TABLE OF CONTENTS

Reader's Guide to Using This Budget.....	1
Introduction	
City Government in Idaho.....	4
History of the City of Sun Valley.....	8
Location Map.....	10
Community Information.....	11
City of Sun Valley Organization Chart.....	12
Budget Message	
Budget Highlights.....	15
FY 09 Accomplishments.....	17
Transmittal Letter.....	19
Budget Summary.....	23
Budget Overview	
Levy and Budget Process.....	26
Appropriation and Budget Cycle.....	29
Planning Processes.....	30
Financial Policies.....	32
City of Sun Valley Policies:	
Budget and Appropriation Policy.....	33
Capitalization Policy.....	34
Debt Management Policy.....	35
External Contracts Policy.....	36
Fund Balance Policy/ General Fund.....	38
Property Tax Levy Policy.....	39
Revenue and Expenditure Management Policy.....	40
Accounting Policies.....	41
Fund Organization.....	47
Annual Revenue Forecasting Process.....	49
Revenue Descriptions, Assumptions and Projections.....	50
2010 Property Tax Levy.....	58
Property Tax Distribution.....	59
Ordinance No. 423.....	60
Department Expenditures All Funds Combined.....	64
Number of Full Time Equivalent Employees by Department.....	67

General Fund	
Statement of General Fund Revenues by Source and Expenditures by Function, Last Five Years.....	69
Anticipated Revenue to be Received in FY 10.....	70
General Fund Budgets FY 10.....	71
General Fund Summary by Line Item Expenditure.....	72
Total FY 10 Budgeted Expenditures.....	74
General Fund Budgets	
Legislation.....	78
Administration.....	83
Community Development.....	90
Police.....	95
Fire.....	102
Building.....	107
Streets.....	112
Other.....	117
Fixed Asset Fund	
Fixed Asset Fund Budget.....	121
Debt Service Fund	
Debt Service Fund Budget.....	124
Land Acquisition Fund	
Land Acquisition Fund Budget.....	127
Capital Improvement Fund	
Capital Improvement Fund Budget.....	131
Work Force Housing Fund	
Work Force Housing Fund Budget.....	135
Supplemental Data	
FY 10 Council Priorities.....	137
General Fund Analysis.....	138
Debt Service Fund Analysis.....	140
Capital Improvement and Fixed Asset Fund Analysis.....	141
Land Acquisition Fund Analysis.....	142
Historical Revenue & Fund Data.....	143
Relevant Statutory Provisions.....	147
Blaine County Tax and Levy Information.....	151
City of Sun Valley Tax Assessed Valuation and Levy Rate History.....	160
Historical Taxable Assessed Value and Property Tax Rates.....	161
Glossary of Terms.....	164

# READER'S GUIDE TO USING THIS BUDGET

This guide has been included to inform the reader of the organization of this document.

## TABLE OF CONTENTS

The Table of Contents is designed to locate specific topics quickly.

## INTRODUCTION

The Introduction includes a section on City Government in Idaho, a short City History, Location Map, Community Information and a City Organizational Chart.

## BUDGET MESSAGE

The Budget Message section contains the FY 10 Budget Highlights, FY 09 Accomplishments, the Mayor's budget message and a FY 10 Budget Summary.

## BUDGET OVERVIEW

This section contains information on the Levy and Budget Process, Planning Processes, Financial and Accounting Policies which guide the budget preparers during the development of the budget. Information pertaining to the City's fund organization, the 2009 Property Tax Levy, property tax distribution, the Annual Appropriation Ordinance as well as charts and information regarding revenue and expenditures for all funds and the number of full time equivalent (FTE) employees.

## GENERAL FUND

The *General Fund* is usually the largest and most important of the governmental funds. The general fund is the primary operating fund and the most important in terms of the operating budget. It is "general" because any transaction that cannot be accounted for in another fund must be recorded in the general fund.

The City of Sun Valley General Fund consists of six departments: Legislation, Administration, Community Development, Police, Fire, Building, Street and Other. An explanation of Other charges is set out in the departmental cover page for Other, Organizational charts, revenues, line item expenditures, and the number of FTE employees are included for each department. A five year history of revenues and expenditures for the general fund is also included in this section.

## FIXED ASSET FUND

*Fixed Asset Fund* accounts for all revenues and expenditures to finance assets that are tangible, have a useful life exceeding one year and have a significant value. A fixed asset may be categorized as land, building, equipment, improvements other than buildings or an intangible.

## DEBT SERVICE FUND

The Debt Service Fund accounts for financial resources to be used for the redemption of principal, interest and paying fees for General Obligation Bonds issued on behalf of the City. The purpose of establishing a separate fund for bond repayment is to demonstrate that money to pay back the debt has been set aside.

## LAND ACQUISITION FUND

The Land Acquisition Fund accounts for financial resources for the acquisition of land by the City. Land may be acquired for needed public facilities, including but not limited to buildings, parks, open space, and work force housing.

## CAPITAL IMPROVEMENT FUND

The Capital Improvement Fund accounts for financial resources used to construct or acquire capital facilities. Revenues flowing into the fund may include general obligation bond proceeds that were authorized for the project, state and federal grants and current taxes. Expenditures flowing out of the fund are usually payments to contractors for project design and construction.

## STREET FUND

In fiscal year 2010 the Street Fund was moved and classified as a department within the General Fund.

## WORK FORCE HOUSING FUND

The Work Force Housing Fund accounts for financial resources to support housing for City employees.

## SUPPLEMENTAL DATA

This section provides information on FY 10 Council Priorities, Fund Analysis, governing Idaho Statutes, Blaine County tax and levy information, City of Sun Valley Tax Assessment and Levy Rate History.

## GLOSSARY OF TERMS

The Glossary of Terms is included to help the reader with financial terms that may not be familiar.

# CITY GOVERNMENT IN IDAHO

## THE NATURE AND POWERS OF CITY GOVERNMENT

The Idaho Constitution and state laws govern the creation, form, powers and limitations of city governments. Similarly, all municipal corporations, regardless of population size, operate under the same laws and are referred to as “cities.”

An early decision by the Idaho Supreme Court held that the purpose of municipal government is for “the protection of the lives and property of people in densely populated districts.”<sup>1</sup> In fulfilling this purpose, cities exercise two distinctly different types of powers: “governmental” powers and “proprietary” powers.

**Governmental Powers:** These are the governmental powers exercised by cities. The most prominent is the “police power” which vests cities with regulatory authority derived from Article XII, Section 2 of the Idaho Constitution. Other governmental powers include the powers of taxation, eminent domain and annexation and are derived from state laws enacted by the Idaho Legislature.

**Proprietary Powers:** Cities are empowered to provide certain business-type services that are “granted for the specific benefit and advantage of the urban community embraced within the corporate boundaries,”<sup>2</sup> such as water and sewer service, solid waste collection, street maintenance, parks, airports, etc. Cities derive these proprietary powers from state laws enacted by the Idaho Legislature.

The possession of governmental and proprietary powers and the fact that municipal corporations are formed upon the consent of their inhabitants are two key elements in distinguishing cities from other types of local governments, namely counties and special purpose districts. Counties are created by the state and primarily exercise governmental powers in administering state mandated functions (such as law enforcement, the court system, property tax system, etc.) at the local level.<sup>3</sup> Special purpose districts (such as highway districts, water/sewer districts, drainage districts, etc.) are formed pursuant to state enabling legislation with the consent of residents within the proposed district. These jurisdictions typically provide only a single service and exercise only proprietary powers<sup>4</sup> (with the exception of highway districts, which have limited ordinance authority<sup>5</sup>).

Idaho cities derive their regulatory powers from Art. XII, Sec. 2 of the Idaho Constitution, which provides: Any county or incorporated city or town may make and enforce, within its

---

1 *State Ex Rel. J. T. Holcomb v. Inhabitants of Town of Pocatello*. 3 Idaho 174, 28 P. 411 (1891).

2 McQuillen, Eugene. *The Law of Municipal Corporations*. Vol. 2A. 3<sup>rd</sup> Ed. New York: Clark, Boardman Callaghan, 1996, p. 305.

3 McQuillen, Vol. 1, p. 219.

4 The Idaho Supreme Court’s decision in *Strickfaden v. Greencreek Highway District* (42 Idaho 738, 248 P. 456 (1926)) contains a similar discussion of the differences between counties, cities and highway districts.

5 Idaho Code 40-1406.

limits, all such local police, sanitary and other regulations that are not in conflict with its charter or with the general laws.<sup>6</sup> For those unfamiliar with the term “police power” it is important to note that the term does not refer to police officers, per se, but rather the inherent power of state governments (often delegated in part to local governments) to impose upon private rights those restrictions that are reasonably related to promotion and maintenance of the public health, safety, morals and welfare.

Article XII, Sec. 2 of the Idaho Constitution provides that cities and counties may make and enforce police regulations within their respective limits. Since cities are located within counties, it is appropriate to ask what, if any, police power do counties enjoy within the limits of incorporated municipalities. The Idaho Supreme Court answered with a doctrine (sometimes referred to as the “doctrine of separate sovereignty”), which provides that county ordinances apply only to the unincorporated territory within the county, and that cities have sole power to enact police power ordinances within their corporate limits.

Another qualification of the police power conferred upon cities by Art. XII, Sec. 2 is that city ordinances must not be in conflict with the general laws. Municipal ordinances are determined to be in conflict with the general laws when state or federal law expressly prohibits municipal regulation in a given area. Preemption of local authority typically occurs because of the desire for certain activities to be regulated at the state or federal level, often due to the need for consistency in regulation or because the state or federal government is better equipped to implement and enforce regulations.

## **ROLES AND RESPONSIBILITIES OF ELECTED OFFICIALS**

The City Council’s role is analogous to that of the Legislature in establishing local public policy; whereas, the mayor heads the executive branch. Idaho city government structure reflects the “separation of powers doctrine.” Under the doctrine, each of the branches exercise certain defined powers, free from unreasonable interference by the others branches; yet all branches interact with and upon each other as a part of a check and balance system. While not a definitive guide to intergovernmental relations, it is a dominant principle in the political system. Idaho statutes provide for two forms of municipal government: mayor-council and council-manager. All cities have mayor-council forms unless they have taken steps to implement the council- manager plan. The City of Sun Valley operates under the mayor-council form of government.

The mayor-council system is the most common form of government in Idaho. The executive branch of the city, headed by the mayor, is responsible for the day-to-day administration of city affairs. The council is comparable to the state Legislature in that the council has the legislative or policymaking powers in the city.

---

<sup>6</sup> Art. XII, Sec. 2 of the Idaho Constitution mirrors similar provisions in the California and Washington Constitutions. Art. XI, Sec. 7 of the California Constitution provides, “A county or city may make and enforce within its limits all local, police, sanitary, and other ordinances and regulations not in conflict with general laws.”

Art. XI, Sec. 11 of the Washington Constitution reads, “Any county, city, town or township may make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws.”

## **The Office of Mayor**

The Mayor is elected at-large on a non-partisan basis for a term of four years. The mayor is the chief administrative officer of the city and is granted power pursuant to Idaho Code Title 50 Chapter 6.

Mayoral duties include but are not limited to:

- Presiding over and determining the order of business for all city council meetings.
- Administering oaths and signing contracts on behalf of the city.
- Calling a special meeting of the council, with or without council consent.
- Appointing and removing members of committees, boards, and commissions, with council consent.
- Filling vacancies on the council, with council consent
- Appointing the necessary city officers, the city clerk, treasurer, and attorney with council consent.
- Requiring accounts and reports pertaining to a city official's office to be submitted to the council.
- Casting a tie-breaking vote when the council is equally divided. However, ordinances or actions that require an affirmative vote of a majority (one-half plus one) of the full council limit the tie-breaking authority of the mayor. Examples of ordinances that require such majorities are: franchise ordinances, council confirmation of mayor's appointment, removal of an appointed officer, and suspension of rules on reading ordinances.
- Vetoing city ordinances approved by City Council . The mayor must submit his "veto message" at the next regular meeting of the council. If such written objections are not delivered, the ordinance becomes law without the mayor's signature. A veto can be overridden by a majority of the full council.
- Providing police powers to preserve the peace, protect public health and safety, and regulate various types of functions (public places, zoning, businesses, etc.)
- Performing marriage ceremonies.

## **The City Council**

The Council is composed of four members. In order to provide for continuity in Council membership, Council terms are staggered so that only half of the members' term expires in any given general election.

The Council's duties are primarily legislative in nature. The Council may adopt, revise, codify, or compile all ordinances, rules and regulations necessary to implement the powers and duties conferred by state law and to maintain the welfare of the city.

The Council confirms all appointments made by the Mayor, defines the duties and authority of the appointed officers by ordinance and approves or disapproves, by a majority of the full council, any appointed officer the Mayor desires to remove. In addition, an appointed officer can be removed by unanimous vote by the Council itself.

Council duties include but are not limited to:

- Examines the accounts of officers who are responsible for managing the monies, property or business of the city on a quarterly basis.
- Passes the annual appropriation ordinance.
- Sets compensation for the Mayor and Council no less than sixty (60) days before a general city election.
- Approves all claims against the city prior to payment.
- Determines all contributions for city fringe benefits.
- Orders payments of final judgments against the city.
- Establishes a single purchasing agent for all city departments.
- Certifies property taxes within the city for general revenue or special purposes.
- Transfers the surplus in one fund to the credit of another fund.
- Utilizes short-term borrowing in anticipation of receiving federal or state grants.
- Promotes the general welfare of the community by enacting ordinances and regulations and prescribing penalties.
- Designates, by ordinance, an official newspaper for the city.
- Passes any ordinance and regulation necessary to preserve and maintain the public health, safety and welfare.

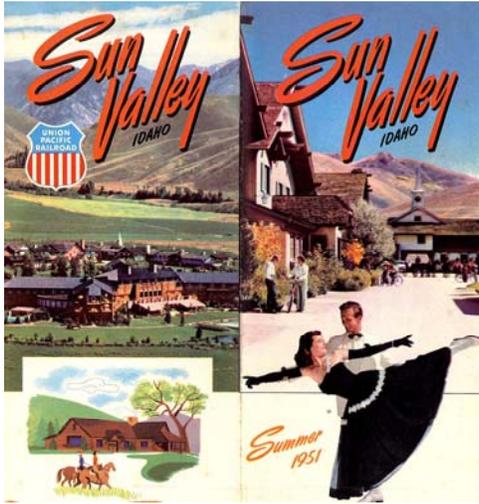
---

Adapted from:

Association of Idaho Cities, Idaho Municipal Guidebook, *The Nature and Powers of City Government* 2002.

## HISTORY OF THE CITY OF SUN VALLEY

W. Averell Harriman a skier, successful industrialist and chairman of the Union Pacific Railroad, initiated development of Sun Valley as a ski resort in the early in 1930s. In 1935, Harriman challenged Austrian Count Felix Schaffgotch to travel west and find the perfect place and conditions for an American ski resort. Harriman required that the location be served by the Union Pacific Railroad.

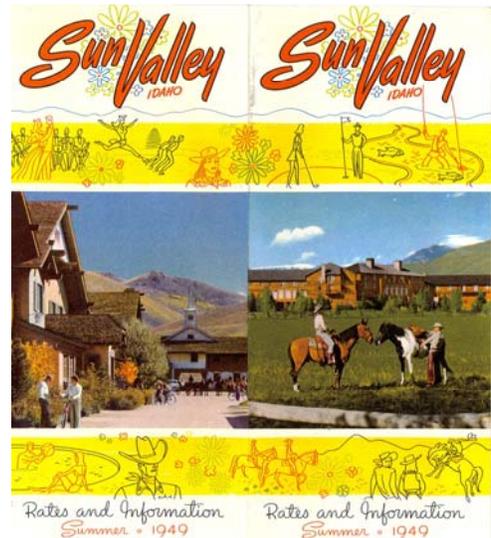


Following months of exploration, Schaffgotch found the right combination of elevation, slopes, sunshine and snow. Under Harriman's guidance, within a matter of months, Union Pacific bought a 4000 acre ranch and completed construction of a 220-room concrete hotel designed to look like a wooden lodge. The hotel opened for guest in December 1936. Union Pacific hired Steve Hannigan, an advertisement specialist who had made a reputation for himself promoting Miami, Florida as a destination. Hannigan gave Sun Valley its name and began creating an impression of comfort and luxury.

Union Pacific made the world's first chairlift by adapting equipment for loading bananas into ships in the tropics.

The single-seat chairs replaced rope tows and first carried skiers up Proctor Mountain in 1936. Bald Mountain soon opened with a series of three chairlifts that took skiers from 5,700 feet to the 9000 foot summit. Going to the top of the mountain was a first in skiing history. Sun Valley quickly became the icon of winter resort destinations.

As elsewhere in the nation, the Wood River Valley saw a boom in home building after World War II. In the years immediately following the war, the first permanent homes were built around the resort. The City of Sun Valley incorporated on April 14, 1947. The first Sun Valley City Council was composed of Ed Seagle, Lodge manager Win McCrea, attorney Phez Taylor and Win Gray. Before incorporation, the City operated under liquor laws that required liquor in bars to be sold by the bottle with a thirty-five cent per drink "set-up" fee. Guests purchased their own individual bottles, which were kept behind the bar. During the first few weeks of the 1946-1947 ski season, the Duchin Room at the Sun Valley Lodge was storing more than twenty-five cases of bourbon and scotch behind the bar. With the new Sun Valley Enabling Act, passed by the state legislature, the resort was able to serve liquor by the drink at several locations throughout the resort facility.



Union Pacific ceased rail service and sold the Sun Valley resort to Bill Janss and the Janss Corporation in 1964. The Janss Corporation sold the resort to R. Earl Holding in 1977. Holding refurbished the Lodge, Inn and Roundhouse Restaurant; adding snow-making and grooming, installing high-capacity lifts, and building Warm Springs, Seattle Ridge and River Run Day Lodges on Mt. Baldy. The Sun Valley Resort remains privately owned by Mr. Holding.

Since its incorporation, the City of Sun Valley has grown and developed into a full service municipal operation. The City has approximately thirty full time equivalent employees and provides municipal services; which include community development, police, fire, building inspection and street maintenance.<sup>1</sup>

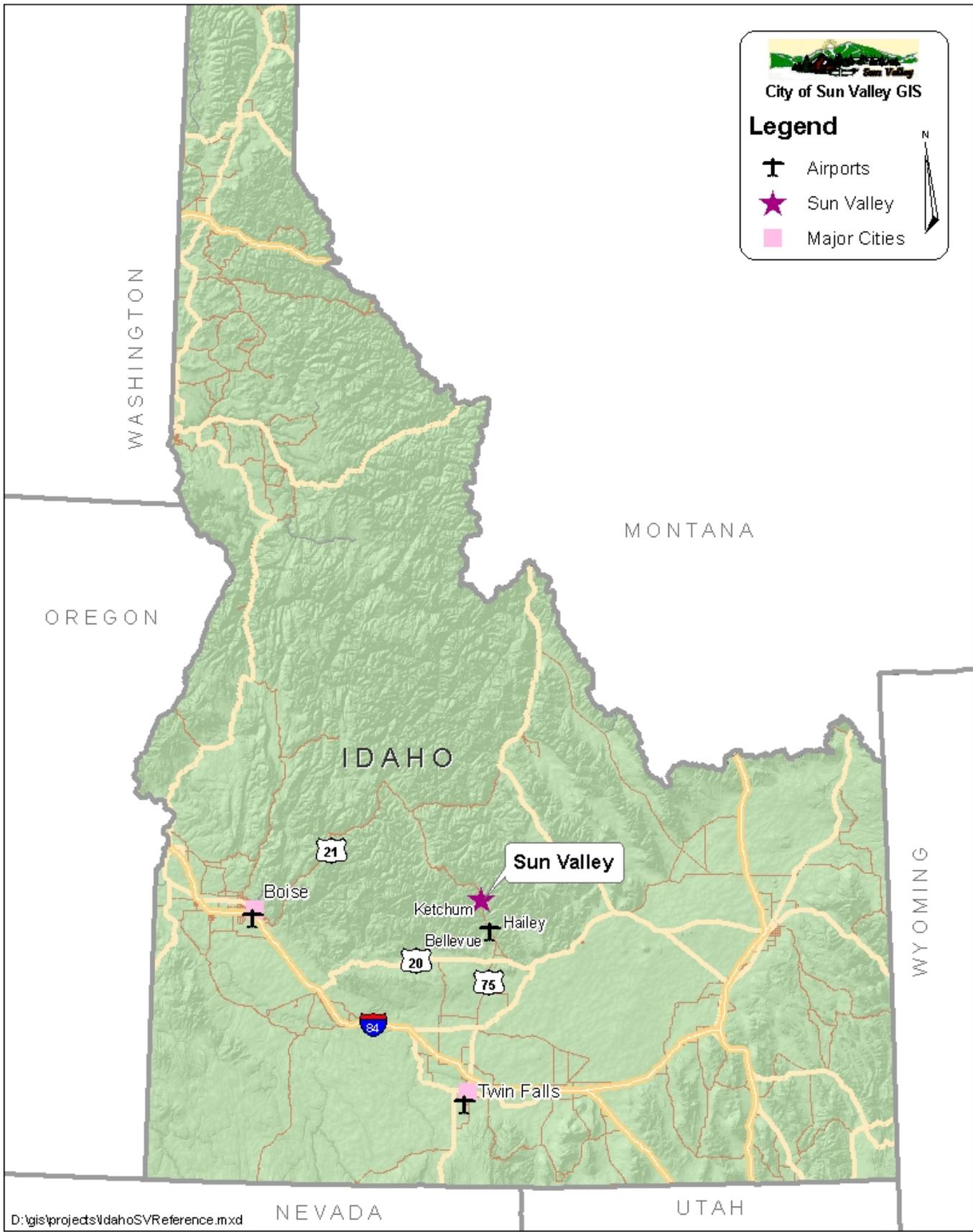
---

Adapted from:

Zimmerman, Ann, *It's Still Happening in Sun Valley*, Sun Valley The Luxury Home Design & Décor Resources Summer/Fall '08.

Holland, Wendolyn Spence, *Sun Valley An Extraordinary History*, The Idaho Press 1998.

Association of Idaho Cities, Idaho Municipal Guidebook, *The Nature and Powers of City Government 2002*.



## COMMUNITY INFORMATION

<b>Population*</b>	1,427
Male	729
Female	698

**Median Age\*** (years) 47.5

**Median Family Income\*** \$ 85,000

**Median Household Income\*** \$ 71,000

### Housing

Construction Improvement/Valuation	
Permits	184
Valuation of Improvements	\$47,905,437

Housing Units	2,339
Occupied	594
Owner	463
Renter	131
Vacant (seasonal)	1,745

**Police** Department located in City Hall at 81 Elkhorn Road

**Fire** Two Departments, one located in City Hall at 81 Elkhorn Road and one located at the corner of Morning Star and Arrowleaf Roads in the Elkhorn community of Sun Valley.

**Schools** The Community School a private education institution with grades Kindergarten through 12<sup>th</sup> grade.

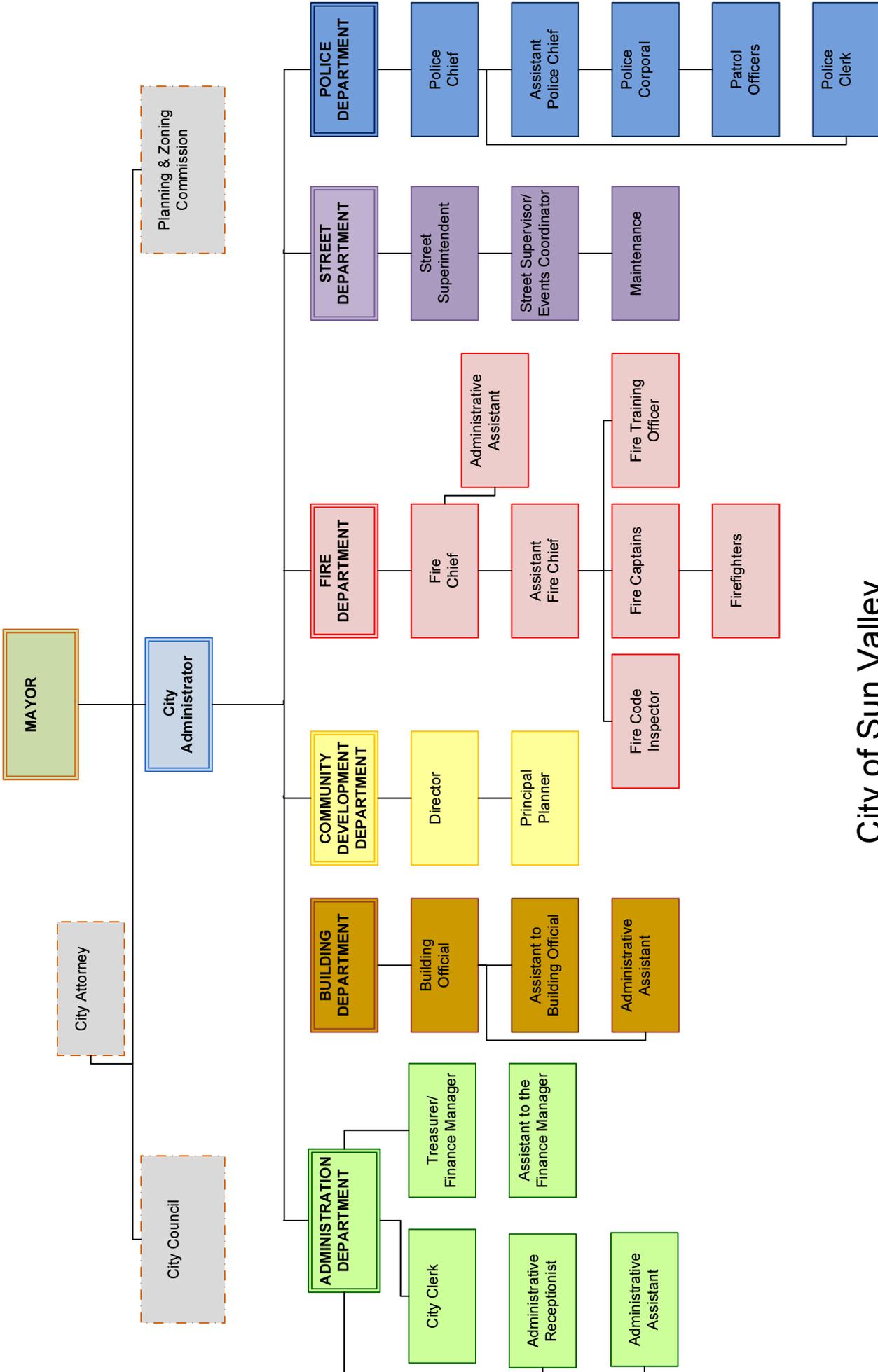
**Financial Institutions** 1 Bank

**Places of Worship** 1 Roman Catholic and 1 Episcopal

### Tourist Information

SV/Ketchum Chamber and Visitors' Bureau  
251 Washington Ave. N., Ketchum

\* 2000 US Census



# City of Sun Valley ORGANIZATIONAL CHART



# City of Sun Valley



## **FY 10 BUDGET HIGHLIGHTS**

- The Mayor and City Council will work with Blaine County for representation and coordination of the Freidman Memorial replacement airport.
- The City Council will work on clearly documenting its policies as a reference for Council operations, decision-making and public information.
- Measures will be taken to ensure that expenditures are kept in line with revenues while maintaining adequate reserves and quality of services.
- Strategic planning will result in improved communication of goals and the establishment of performance measures to identify strengths and weaknesses of programs and services.
- The City will work closely with Sustain Blaine to develop an aggressive action plan that will orient economic development in the Wood River Valley. The plan will incorporate Sun Valley into a comprehensive county wide plan.
- The Council and City Staff will evaluate the City's infrastructure and review and revise the Capital Improvement Plan.



## FY 09 ACCOMPLISHMENTS

During FY 09, the Sun Valley Mayor and City Council took action to address the policy priorities identified in their FY 09 Council Priorities. The narrative below is organized by priority areas that the Council and Mayor identified in their FY 09 Council Priorities. Some of the accomplishments of the Council and Mayor address more than one policy area, while some are specific to one of the Council's priorities. Together these accomplishments further the Council and Mayor's mission of providing a positive environment where the quality of life and economic well-being of all who live, visit and work in Sun Valley may be preserved.

### **Financial Planning**

During FY 09 the Mayor and City Council maintained a balanced budget helping to ensure long term financial stability for the organization. A balanced budget requires that anticipated revenues equal the sum of budgeted expenditures for each fund. Revenues are derived from three sources: current revenue sources, new revenue sources and undesignated revenue carried forward from prior years (undesignated fund balances). Budgeted expenditures may exceed budgeted revenues if other revenue sources are available to meet expenditures

The Mayor and City Council administered the budget based on the highest standards of local governmental budgeting consistent with Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standard Board (GASB) pronouncements, and recommended practices of the Government Finance Officers Association (GFOA) and the National Advisory Council on State and Local Budgeting (NACSLB).

In 2009, the City Council adopted policies that set standards and procedures for the creation of the City's annual budget document. Council adopted the *Budget and Appropriation Policy*, which defines an appropriate budget process; the *Capitalization Policy*, which allows for compliance with GAAP and GASB for capitalized items; the *Debt Management Policy*, which outlines parameters for organizing City debt; and the *External Contracts Policy*, which establishes guidelines for agreements between the City and outside individuals or organizations providing services. Additional policies that were adopted are: the *Fund Balance Policy (General Fund)*, which makes provisions for emergency budget spending; the *Property Tax Levy Policy*, which ensures the City tax levy is accurate for the City's needs; and the *Revenue and Expenditure Management Policy*, which guides management decisions to allow for quality control and consistency in management.

### **Economic Development**

During FY 09 the Mayor and City Council supported efforts of Sustain Blaine both financially and by participating in numerous workshops and focus groups. The mission of Sustain Blaine is to promote an improved economic future for Blaine County through initiation, implementation and management of strategies, programs and policies that preserve and advance the region's quality of life and economic well-being. Connected by a common desire to ensure economic vitality, leaders from different sectors of Blaine County formed a regional cooperative alliance, known as Sustain Blaine, to manage and direct the development of a strategy for realizing a sustainable economic future for Blaine County. Work with Sustain Blaine will continue during FY 10 as the strategies are implemented.

In FY 09 the City worked with the local public transportation authority, Mountain Rides. Mountain Rides provides an efficient and responsive public transit system which is easily identifiable, is coordinated in a manner to encourage the ease of ridership and is charged with planning and implementation of multi-modal transportation technologies. In FY 09 the City purchased two transportation buses for Mountain Rides to meet the transportation need within the City.

### **Communication and Collaboration**

In FY 09 the City continued to work toward resolution of long-term funding and governance for consolidated emergency dispatch. An interim agreement was signed for funding that spanned FY 09 and currently for FY 10. Discussions will continue through FY 10 for a long-term resolution of funding issues.

### **Organizational Leadership**

In FY 09 the Mayor and City Council discussed and adopted policies governing council powers and authorities. The policy outlines the roles and responsibilities of Council members and the Mayor. The policy includes duties of the Mayor, assignments of liaisons and appointment of board members. The policy also includes Council duties, rules regarding regular and special council meetings and executive sessions. The policy is meant to provide information to council members as well as the public about procedure and process at the council level.

As a strategy of organizational leadership, the Mayor and Council emphasized that an attitude of “high morale, high performance” throughout the organization is important. Implementation of the strategy comes in the form of responding efficiently and effectively to citizen concerns and recognizing employee contribution to the organization and the community.



Mayor  
Wayne Willich  
Council  
Dewayne Briscoe  
David Chase  
Joan Lamb  
Nils Ribi, *President*  
City Administrator  
Sharon R. Hammer  
Treasurer  
Michelle Frostenson  
City Clerk  
Kelly Ek

October 1, 2009

City of Sun Valley Residents:

The City Council and I are pleased to present the City of Sun Valley Fiscal Year 10 budget for October 1, 2009 through September 30, 2010. I am pleased to report that the state of affairs in Sun Valley is excellent. City Officials and staff continue to work diligently to maintain the City's sound financial condition and the high quality of public services.

The Government Finance Officers Association (GFOA) is the professional association of state, provincial and local finance officers in the United States and Canada. The GFOA Budget Awards Program is a program designed to encourage governments to prepare budget documents of the highest quality to meet the needs of decision-makers and citizens. Experts in government finance review budgets submitted for consideration of the budget awards program. Budgets meeting the awards criteria established by GFOA are issued the Distinguished Budget Presentation Award. City officials and staff have worked diligently on the FY 10 budget to submit it to GFOA for consideration of the award. Presentation of the award represents to residents, investors, creditors and other governmental units that the City Council, City Staff and I take the work of considering and preparing the annual budget seriously and that the budget has been prepared according to the highest standards of contemporary governmental budgeting practices.

The City of Sun Valley complies with Generally Accepted Accounting Principles (GAAP) and the budget meets all legal requirements. The budget provides a complete financial picture of City of Sun Valley programs, fiscal operations, revenues and expenses. Included in the budget are detailed budgets for each of the City funds: General, Fixed Asset, Debt Service, Land Acquisition, Capital Improvement and Work Force Housing.

### **Budget Planning Process**

The budget planning process begins in early spring each year. Over a period of several meetings Council discusses priorities and challenges for the coming year. In the FY 10 planning process the City Council worked to prioritize goals and link resource allocation priorities. The City Council adopted FY 10 Council Priorities. The matrix of priorities establishes five primary goal areas: Financial Planning, Community Development, Economic Development, Communication and Collaboration, and Organizational Leadership. The matrix can be found in the Budget Overview section of the budget.

### **Other Planning Processes**

There are a number of planning processes that the City engages in annually. The plans

that result from the planning processes can have a significant impact on the current and future budgets. By engaging in the various planning processes, Mayor and City Council have the information they need to manage resources efficiently and minimize debt service.

A complete list of the planning processes is found in the Budget Overview section of this budget document and a matrix of the planning processes is shown. The matrix includes the plan, the type of planning process, a description of the process and a brief statement on the impact on the budget. Plans are either annual, short range (1-3 years), mid range (3-5 years) or long range (5-10 years). Each plan is developed and reviewed annually. The plans include:

- Strategic Plan
- Operating Budget Plan
- Capital Projects Plan
- Building Maintenance Plan
- Vehicle and Equipment Replacement Plan
- Technology Plan
- Grounds Maintenance Plan

#### **FY 10 Budget Highlights**

- The Mayor and City Council will work with Blaine County for representation and coordination of the Freidman Memorial replacement airport.
- The City Council will work on clearly documenting its policies as a reference for Council operations, decision-making and public information.
- Measures will be taken to ensure that expenditures are kept in line with revenues while maintaining adequate reserves and quality of services.
- The City will work closely with Sustain Blaine to develop an aggressive action plan that will orient economic development in Wood River Valley. The plan will incorporate Sun Valley into a comprehensive county wide plan.
- Strategic planning will result in improved communication of goals and the establishment of performance measures to identify strengths and weaknesses of programs and services.
- The City will work closely with Sustain Blaine to develop an aggressive action plan that will orient economic development in the Wood River Valley. The plan will incorporate Sun Valley into a comprehensive county wide plan.
- The Council and City Staff will evaluate the City's infrastructure and review and revise the Capital Improvement Program.

#### **Budget Overview**

The downturn in the economy over the past few years has affected revenues and, therefore expenditures at the City. Although many of the revenue sources have remained steady, the City has experienced a decrease in revenue from the Local Option Tax ("LOT"). The City adopted a LOT in 1990, which allows the City to collect tax on retail items, liquor by the glass, and lodging. Historically, LOT has represented approximately 25% of City revenue. State Revenues, which the City receives from the

State of Idaho, are also a sales tax-based revenue, and have decreased as a result of the downturn in the economy. A full description and analysis of the City's revenue sources is provided in the Budget Overview section under Revenue Descriptions, Projections and Assumptions.

The City has carefully monitored the affect of the economic downturn and adjusted revenues and expenditures appropriately. During preparation of the FY 09 budget the City Council adjusted projected revenues down in anticipation of the downturn in the economy. Additionally, expenditures during the year were monitored closely and only essential expenditures were made. The budget planned for expenditures of a portion of the City's fund balance (financial reserves) to bring the fund balance within acceptable levels and accomplish selected capital improvement projects.

As a result of these measures and careful planning, revenues came in as projected and budgeted, expenditures were slightly less than budgeted and the City accomplished several significant capital improvement projects. A complete accounting and analysis of revenues and expenditures will be conducted during the FY 09 financial audit. Independent auditors conduct the audit in the months of November and December and the report will be presented to the City Council in early February.

In preparation of the FY 10 budget the City Council worked diligently to identify challenges and establish a framework for meeting those challenges. The FY 10 budget is not significantly different from FY 09. A major revenue source for the City is property taxes, which does not change dramatically from year to year. Other revenue sources are licenses and permits, LOT, state revenues, general government revenues, interest and miscellaneous revenue. These revenue sources did not change significantly in FY 10 and there are no new significant revenue sources.

Expenditures for FY 10 are not significantly different from FY 09. The distribution of expenditures among the expenditure categories of personnel services, fringe benefits, operating costs and services, external contracts and programs, capital outlay and other charges changed only slightly. A budget summary for FY 10 is included with this budget transmittal letter, which shows revenues by source and expenditures by category.

One difference in the General Fund for FY 10 is that the fund includes the expenditures of the Street Department. The Street Department had previously been a discrete fund, separate from the General Fund. This change was approved by the City Council in order to allow for more efficient historical analysis and future projections of the department's expenditures that are consistent with expenditures in the General Fund such as salaries, fringe benefits and operating costs.

It is worth noting that the fund balance for the General Fund was adjusted to account for the additional expenditures of the street department. The City Council policy is to ". . . maintain at all times in its General Fund, an unreserved, designated fund balance entitled "Fiscal Policy Reserve" of no less than the equivalent of 16 weeks and no more

than the equivalent of 32 weeks of regular General Fund operating expenditures, based on its annual General Fund Budget.”

During FY 10 the City will conduct a comprehensive analysis of its Capital Improvement Program (“CIP”). The CIP includes a Capital Improvement Plan and a Fixed Asset Plan. Included in the Capital Improvement Plan are capital projects costing more than \$20,000 with a useful life of five (5) or more years. Capital improvement projects include street and path construction and improvements, buildings and beautification enhancements. Included in Fixed Asset Plan are fixed assets costing more than \$5,000 with a useful life of two (2) or more years. Fixed assets include rolling stock, technology and equipment.

The objective of the CIP is to provide a strategic and integrated approach to planning and funding. It is used to identify infrastructure maintenance, development and improvements, facility deficiencies and needs and plan for vehicle and equipment to meet the current needs and future growth of the City of Sun Valley through the year 2014. By identifying needs over a five year horizon, the City can anticipate, plan and manage staff and funding.

### **Debt Management**

The City currently has \$1,155,000 of the Series 2003 General Obligation Bonds (the “2003 Bonds”) outstanding. The 2003 Bonds refinanced the City’s 1995 and 1996 series of bonds. These bonds are repaid with a special property tax (the “Bond Levy”) authorized by a bond election held in February 1995. The original bonds (1995 and 1996) were sold to fund street improvements. The City is currently paying (levying) approximately \$620,000 in annual bond payments on the 2003 Bonds. The 2003 bonds will be fully repaid on August 1, 2011. The 2003 Bonds are the only long term debt currently owed by the City. In conjunction with development of the CIP, the City will conduct a debt capacity analysis to determine options for financing the CIP.

### **Future**

In general, the City Council will work to keep the growth in expenditures in line with the growth in revenue. Efficiencies along with carefully monitoring revenues and managing expenditures will be explored to ensure the future stability of the City.

### **Conclusion**

The FY 2010 budget prepares the City for the coming year and beyond. It is through the dedication and hard work of City employees that the Mayor and City Council are able to prepare and present this budget document. The Mayor and Council are grateful for everyone’s diligent work.

Sincerely yours,

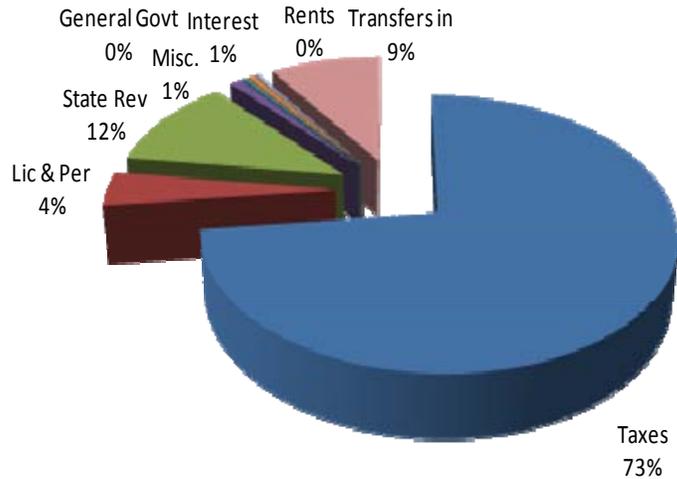


Wayne Willich  
Mayor Sun Valley

# BUDGET SUMMARY FY 10

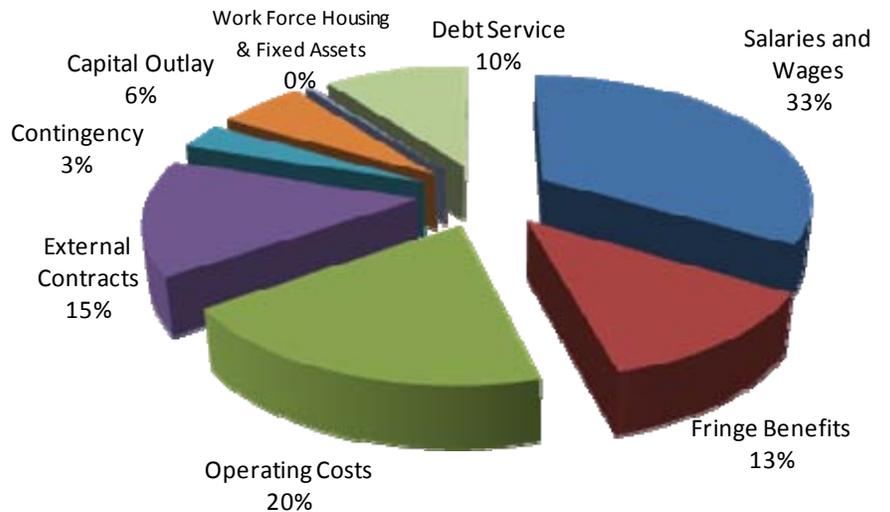
## Revenues

Revenues	
Taxes	\$4,464,602
Licenses & Permits	\$255,125
State Revenue	\$695,299
Misc.	\$63,403
General Govt	\$20,000
Interest	\$35,000
Rents	\$17,700
Transfers in	\$560,664
<b>Total</b>	<b>\$6,111,793</b>



## Expenditures

Expenditures	
Salaries and Wages	\$2,043,268
Fringe Benefits	\$761,758
Operating Costs	\$1,192,476
External Contracts	\$895,700
Contingency	\$200,000
Capital Outlay	\$375,018
Work Force Housing	\$17,700
Fixed Assets	\$2,123
Debt Service	\$623,750
<b>Total</b>	<b>\$6,111,793</b>





## LEVY AND BUDGET PROCESS

One of the tools available to assist in fulfilling management's responsibilities to the public is the budget. It is the device that translates activities into dollars so that measurement, control and better management of resources can take place. The levy and budget process is used to set the stage for more effective service to the citizens.

## BASIS OF BUDGETING

The City of Sun Valley does not distinguish between Basis of Budgeting and Basis of Accounting. The principles set forth as the Basis of Accounting are strictly observed in the budgeting process. A fund's Basis of Budgeting and Basis of Accounting determines when a transaction or event is recognized with a fund's operating statement. The City has only governmental funds. Therefore, the budget is prepared and reported on a modified accrual basis. Under the modified accrual basis, revenues are recorded when susceptible to accrual, i.e., both measurable and available. "Measurable" means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are due before the end of the year and collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred.

## APPROPRIATION AND BUDGET LAWS

Idaho law § 63-802 limits the amount of revenue that any taxing district can collect from property taxes. That amount is limited to 3% above that of the previous year. Blaine County taxing districts have some of the lowest levy rates in Idaho. A lower levy rate means that even if property values increase, the percentage of the value of the property that each taxing district collects in property taxes decreases.

The City Council is required to certify the total property tax levy (in dollars) for the upcoming fiscal year to the county commissioners not later than the Thursday preceding the second Monday in September, unless granted an extension of up to seven working days by the county commissioners.

Idaho Code § 50-1007 requires that cities "shall certify to the county commissioners the total amount required from a property tax upon property within the city to raise the amount of money fixed by their budget as previously approved..." The certification includes taxes levied for payment of outstanding bonds and any special levies.

Idaho law requires that all property be assessed at current market value, which is the value that a homeowner would receive if the home or property were sold. Once the current market value is determined by the County Assessor's office, then a property tax rate, called a levy, is applied to that value to determine the taxes payable to the county, the city in which the property is located, the school district, fire district, etc. The levy is a function of the assessed values and the budgetary needs determined by each district.

See the Supplemental Data section of this budget for copies of the statutes.

## BUDGETING PROCESS

The fiscal year for cities in Idaho runs October 1 through September 30, which is the same for Idaho counties and the federal government. Pursuant to Idaho Code § 50-1001, cities must notify the county clerk, by April 30, of the date, time and place of their budget hearing for the upcoming fiscal year.

Idaho Code requires that the annual budget must be prepared prior to passage of the appropriations ordinance. The purpose of the budget is to establish a ceiling for expenditures and property tax levies that may not be exceeded in the appropriations ordinance. The budget sets forth:

- Estimated revenues and expenditures (including interest and principal payments on debt) for the upcoming fiscal year;
- Expenditures are classified by department, fund or service, and revenues are classified by source; and
- The budget must include actual revenues and expenditures from the prior fiscal year, budgeted revenues and expenditures for the current fiscal year, and proposed revenues and expenditures for the upcoming fiscal year.

Once the budget has been formulated, the City Council may give tentative approval. Following tentative approval, notice is given on the date and time of the public hearing on the tentative budget. The public hearing on the budget occurs prior to the certification of the property tax levy (appropriation ordinance).

The public hearing provides citizens the opportunity to testify concerning the proposed revenues and expenditures. Once the public hearing is completed, the council approves the appropriation ordinance, which is the official enactment of the city budget, which takes effect upon publication in the official city newspaper.

## 2009 LEVY AND FY 10 BUDGET PREPARATION CALENDAR MAJOR EVENTS

**April 16, 2009** – Council approved the FY 10 Council Budget and Audit Calendar; Resolution 2009-07 Adoption of Fund Balance Policy-General Fund; Resolution 2009-08 Adoption of Property Tax Levy Policy and Resolution 2009-09 Adoption of Budget and Appropriation Policy.

**April 23, 2009** - Council set the date for public hearing on the FY 10 Budget.

**May 14, 2009** – Council discussed Budget Process and Fund Structure, Revenues and Descriptions, Assumptions and Projections, Street Expenditures, Road & Path Maintenance, Fixed (Capital) Assets, Resolution 2009-12 Adoption of Capitalization Policy, Capital Improvement Program, funding for Legislative External Contracts, Discussion of the FY 10 Budget, Council Priorities FY 10.

**May 28, 2009** – Discussion of FY 10 Budget and development of a Capital Improvement Program.

**June 11, 2009** – Council approved Resolution 2009-15 Adoption of External Contracts Policy and discussed Resolution 2009-16 Adoption of City Council Priorities FY 10.

**June 24, 2009** – Council approved Resolution 2009-16 Adoption of City Council Priorities FY 10, discussed evaluation criteria for capital improvement projects and discussed FY 10 budget.

**July 9, 2009** – Council approved the FY 10 Tentative Budget.

**July 16, 2009** – Council approved Resolution 2009-19 Capital Improvement Program Evaluation Criteria.

**July 30, 2009** – Council held the first reading of Ordinance No. 424 Amending City Code incorporating the Street Fund into the General Fund, held the Public Hearing on Ordinance No. 423 FY 10 Budget and Appropriations Ordinance, waived three readings of the ordinance and approved Ordinance 423 FY 10 Budget and Appropriation Ordinance.

**August 30, 2009** – Council held the second reading of Ordinance No. 424 Amending City Code incorporating the Street Fund into the General Fund.

**September 17, 2009** - Council held the third reading of Ordinance No. 424 Amending City Code incorporating the Street Fund into the General Fund.

#### BUDGET AMENDMENT

The City is permitted to amend the appropriation ordinance during the fiscal year to increase appropriations if additional revenues accrue. The City must provide public notice of a hearing to consider amendment to the appropriation ordinance.

Idaho Code § 50-1003 also permits cities to make additional appropriations during the fiscal year if sanctioned by a majority of the legal voters of a city, either by petition or special election.

## APPROPRIATION AND BUDGET CYCLE

February	<b>Strategic Planning</b>					<b>Budget Monitoring And Analysis</b>
March		<b>Development Of Budget Manual</b>				
April						
May		<b>Development Of Appropriation Ordinance and City Budgets</b>				
June				<b>Budget Work Sessions</b>		
July						
August					<b>Approval of Tentative Budget Public Hearing &amp; Adoption of Budget</b>	
September						
October						
November						
December						
January						

The Appropriation and Budget Cycle takes place continually throughout the year. Planning and analysis begins in February for the next fiscal year. The budget is developed until it is adopted by the City Council, usually in the late summer months.

## PLANNING PROCESSES

There are a number of planning processes that the City engages in annually. A complete list of the planning processes is set forth below. The plans are developed and reviewed annually. The plans range from annual, with a time frame of one year, to long-term, with a time frame of 10 years. The resulting plans have a significant impact on the current and future budgets. By engaging in the various planning processes staff and the City Council have the information needed to manage resources efficiently and minimize debt.

<b>Plan</b>	<b>Type of Planning Process</b>	<b>Description of Process</b>	<b>Budget Impact</b>
<b>Grounds Maintenance Plan</b>	Annual (1 year) plan for City grounds.	Estimation of costs for planting and maintenance of City green space.	Allows for a stable level of expenditures to ensure continued maintenance.
<b>Technology Planning Plan</b>	Short range planning (1-3 years) to replace or upgrade technology hardware and software.	Evaluation of technology hardware and software and determination of useful life.	Allows for funding for replacements and maintenance of technology related hardware and software.
<b>Vehicle and Equipment Replacement Plan</b>	Mid range planning (3 -5 years) for replacement of vehicles and large equipment.	Departments provide schedules for replacement of vehicles and major equipment.	Allows for the funding of replacements at an established level to minimize impact on operating budget.
<b>Building Maintenance Plan</b>	Mid-range planning (3-5 years) for facility repairs and maintenance projects.	Identifying major repairs and maintenance work on City facilities.	Provides for stable annual level of expenditures for facility maintenance.
<b>Capital Projects Plan</b>	Long range planning (5-10 years) to identify potential capital projects.	Possible projects are identified and evaluated and costs estimated.	Allows for planning of any necessary debt service or impact on fund balance.
<b>Operating Budget Forecast Plan</b>	Long range planning (5-10 years) projecting operating budget expenditures to facilitate financial planning.	Budget staff works with departmental staff to determine key forecast assumptions and project revenues and expenditures.	Provides for budget stability, planning for future resource allocation and decision making.
<b>Strategic Planning</b>	Long range planning (5-10 years) with goals and objectives established for budget year.	City Council meets to discuss, review and revise the future direction of the City.	Enables City to identify priorities and allocate resources accordingly.



## FINANCIAL POLICIES

The City of Sun Valley financial policies provide a basic framework for the overall fiscal management of the City. The policies represent a foundation to address changing circumstances and conditions, and assist in the decision-making process. The financial policies represent guidelines for evaluating both current activities and proposals for future programs. Additionally, the policies:

- demonstrate to the residents of Sun Valley that the City Council is committed to a strong fiscal operation;
- provide precedents for future policy makers and financial managers on common financial goals and strategies;
- present fairly and with full disclosure the financial position and results of the financial operations of the City in conformity to Generally Accepted Accounting Principles (GAAP); and
- determine and demonstrate compliance with finance-related legal and contractual issues in accordance with provisions of Idaho Code and other pertinent legal documents and mandates.

Current and long-range financial stability is essential to enable the City to meet the goals identified in this budget and to continue to provide a high level of programs and services. The City works to maintain financial stability by establishing and observing financial policies and by careful and frequent monitoring of expenditures and revenue sources. Prudent investment of reserves, in compliance with State policies and regulations, will be followed to maximize returns. New revenue sources will be reviewed to determine the need for adjustment to cover the costs of providing programs and services.

The Government Finance Officers Association (GFOA) and the National Advisory Council on State and Local Budgeting (NACSLB) recommend that local governments formally adopt a set of financial policies to guide their budget process and that they disclose those financial policies in their budget. Formal financial policies help to focus discussion and improve decision making by providing clear, agreed-upon parameters for decision makers. Financial policies also facilitate the informed participation of other stakeholders in the budget process.

During FY 10 the City Council will review each of the City's policies. Each policy will contain a purpose, policy statement, along with the actual policy and procedures to implement the policy.

## BUDGET AND APPROPRIATION POLICY

**PURPOSE:** The objectives of this Budget and Appropriation Policy are to: define an appropriate budget process; set forth the City's statutory authority; define the basis of budgeting and set standards for the City's annual budget document.

**POLICY STATEMENT:** A budget process and document that is integrated with other activities of government, such as planning and management functions will provide better financial and program decisions and will lead to improved City operations.

**BUDGET PROCESS:** An appropriate budget process is characterized by:

1. Incorporating a long-term perspective such as a strategic plan.
2. Establishing linkages to broad organizational goals.
3. Focusing budget decisions on results and outcomes.
4. Involving and promoting effective communications with stakeholders.

**STATUTORY AUTHORITY:** Idaho Code (the "Code") sets forth the statutory provisions for finances including the annual budget for Idaho Cities Title 50 Chapter 10.

**POLICY:** It is the policy of the Sun Valley City Council to adopt a balanced budget while maintaining fund balances within established policy. A balanced budget requires that anticipated revenues equal the sum of budgeted expenditures for each fund. Revenues are derived from three sources: current revenue sources, new revenue sources and undesignated revenue carried forward from prior years (undesignated fund balances). It is also the policy of the Sun Valley Board that the City budget is adopted and administered based on the highest standards of local governmental budgeting consistent with Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standard Board (GASB) pronouncements, and recommended practices of the Government Finance Officers Association (GFOA) and the National Advisory Council on State and Local Budgeting (NACSLB).

**BASIS OF BUDGETING:** The budget is prepared and reported on a modified accrual basis. Under the modified accrual basis, revenues are recorded when susceptible to accrual, i.e., both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are due before the end of the year and collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred.

**PROCEDURES:**

1. The City Council shall review its Strategic Plan annually and agree on broad goals to guide the budget process.
2. The City Administrator and City Treasurer shall prepare and present information to the City Council pertaining to the City's financial condition and projected revenues and expenditures. Based on the City's broad goals and the financial information presented, the Council shall provide guidance to the City Administrator and City Treasurer regarding preparation of the annual budget.
3. The City Administrator shall oversee the preparation and submission of division and departmental budgets for consideration pursuant to direction from the City Council.
4. The operating budget is adopted at the Fund level. Programs and services are evaluated based on results and outcomes.
5. The City Council shall approve a tentative budget and, following all statutory requirements, adopt an annual budget and appropriation ordinance pursuant to the statutory provisions.
6. The Mayor and City Administrator are responsible for administration of the budget and shall observe all statutory responsibilities in administration of the budget.
7. It is the responsibility of the City Council to review financial reports provided during the year.

## CAPITALIZATION POLICY

**PURPOSE:** The objective of this Capitalization Policy is to comply with Generally Accepted Accounting Principles (GAAP) and comply with the Governmental Accounting Standards Board (GASB) Statement 34.

**PROCEDURES:** The City Council shall periodically review the Capitalization Policy for changes or modifications.

**POLICY:** The Capitalization Policy is as follows:

1. Minimum Capitalization Amounts: The minimum capitalization amount for individual items is \$5,000 and for buildings and improvements is \$10,000.
2. Items Capitalized will have a useful life of at least two years from the date of acquisition.
3. Maintenance: The cost for maintenance will be expensed.
4. Depreciation Methods: The following depreciation methods are established:
  - Appliances – 5 years, straight line
  - Tools – 5 years, straight line
  - Equipment – 7 years, straight line
  - Vehicles 7 years, straight line
  - Other Improvements – 20 years, straight line
  - Buildings – 40 years, straight line

Adopted May 14, 2009

## DEBT MANAGEMENT POLICY

**PURPOSE:** The objectives of this Debt Management Policy are to establish parameters for issuing and managing debt.

**POLICY STATEMENT:** The City recognizes the foundation of any well-managed debt program is a comprehensive debt policy. A debt policy sets forth the parameters for issuing debt and managing outstanding debt and provides guidance to decision makers regarding the timing and purposes for which debt may be issued, types and amounts of permissible debt, method of sale that may be used and structural features that may be incorporated. The debt policy should recognize a binding commitment to full and timely repayment of all debt as an intrinsic requirement for entry into the capital markets. Adherence to a debt policy helps to ensure that a government maintains a sound debt position and that credit quality is protected. A debt policy:

- Enhances the quality of decisions by imposing order and discipline, and promoting consistency and continuity in decision making,
- Rationalizes the decision-making process,
- Identifies objectives for staff to implement,
- Demonstrates a commitment to long-term financial planning objectives, and
- Is regarded positively by the rating agencies in reviewing credit quality.

**STATUTORY LIMITATION:** Idaho Code governs the debt limit of the City. Idaho law § 63-802 limits to 3% above the previous year the amount of revenue that any taxing district can collect from property taxes. The City may increase its extension limitation if it holds a referendum at which voters voting on the issue approve adoption of a higher extension limitation.

**POLICY:** The City has instituted sound debt management practices and will continue to follow practices that reflect positively on the City. Among these are the development of long-term financial plans, management of expense growth in line with revenues and maintenance of an adequate level of operating reserves.

**PROCEDURES:** Prior to a decision to issue any additional debt the City Council shall:

1. Consider how the issuance of debt fits with other long-term strategic planning and financial and management objectives.
2. Undertake a comprehensive review of factors affecting its ability to issue debt including trends in financial performance, service levels, the tax and revenue base, and the impact of debt on its financial outlook. The analysis will incorporate the needs and debt commitments of other governmental entities relying on the same tax base, and how planned debt issuance will affect overall debt on the community.
3. Consideration will be given to factors such as prevailing attitudes on taxes and rates and the general philosophy of the community and its leaders and the City Council's attitude toward risk.
4. The City's Long range capital plan will be current and up to date in all respects.

Adopted: January 15, 2009

## EXTERNAL CONTRACTS POLICY

**POLICY STATEMENT:** The City Council and Mayor may consider an intergovernmental agreement, joint powers agreement or a contract for service agreement for community programs, facilities, events and special needs which are consistent with the mission of the City of Sun Valley.

**POLICY:** Requests by qualified organizations shall be submitted during the City's budget process. All applicants shall demonstrate that the request contributes to the health, safety and welfare of the citizens of Sun Valley. Intergovernmental agreements, joint powers agreements and contracts for services shall also be consistent with the goals and objectives of the City's *Comprehensive Plan* or the City Council's annual priorities.

### **PROCEDURES:**

#### 1. Intergovernmental and Joint Powers Agreements

Intergovernmental and Joint Power Agreements may be negotiated between the City of Sun Valley and political jurisdictions within Blaine County to provide for regional services administered through cooperative contracts. Funding of any Intergovernmental and Joint Powers Agreement shall be accomplished through a Contract for Services.

#### 2. Contract for Services

A. Contracts for Services may be entered into by the City after review, public comment and favorable action by the City Council.

B. The City of Sun Valley may enter into a Contract for Services for:

1. New start-up services or facilities;
2. Expansion or replacement of existing services or facilities;
3. To ameliorate extenuating circumstances with a one-time transitional contract.

C. Contracts for Services may include, but are not limited to:

1. Services such as economic development, transportation services, social service needs, etc.
2. Arts, culture and recreation services or facilities which enrich the lives of the local work force, residents and visitors.
3. Youth programs and services which provide for educational, cultural and recreational opportunities that enhance the day-to-day lives of students and visitors of Sun Valley.

#### 3. Qualified Organizations

A. Qualified organizations are established or newly formed organizations and shall provide a business plan including a statement of proposed services or facilities which meet the objectives of the City's *Comprehensive Plan* and identify any interface or nexus with other organizations within the Wood River Valley.

- B. Factors the City Council may consider include but are not limited to:
  - 1. Does the request address a community need within the City's mission?
  - 2. Are the goals and objectives clearly stated for the funding requested, and outcomes adequately measurable?
  - 3. Is the budget realistic and sufficiently detailed in expected revenues and expenditures?
  - 4. Is the plan for reporting and audit sufficient to meet the City's responsibility for public funds?
  - 5. Does the initiative have or will it likely secure additional funding?
  - 6. Will funding be sought again in future years? If so, what is the plan for eventual independence from City support?

4. Contract requests shall include:

- A. Quantifiable goals and objectives,
- B. A demonstration of public benefit and direct services to City residents,
- C. A demonstrated need for the program or activity,
- D. An accounting of the funds including an explanation of how the organization is cooperating with existing related programs,
- E. Additional funding sources that may be used to leverage resources,
- F. A financial plan demonstrating managerial and fiscal competence.

5. Miscellaneous Provisions

- A. Contracts are entered into on an annual basis with no expectation of continued funding and are contingent upon available funding.
- B. The City may, at any time, request a written report documenting the use of funds and level of support to citizens, visitors and the local work force.
- C. The City reserves the right to appoint a member to the board of directors of an organization receiving funding or to designate an existing board member as the City Representative and to serve as the liaison to the City.

<b>FUND BALANCE POLICY GENERAL FUND</b>
---

**PURPOSE:** The objectives of this Fund Balance Policy are: to provide for contingency or emergency spending; to preserve the credit worthiness of the City of Sun Valley; to avoid interest expenses for operating budget needs; and to stabilize fluctuations from year to year in property taxes collected and paid to the City.

**PROCEDURES:** In order to achieve the objectives of this Policy, the Mayor and City Council shall adhere to the following procedure:

1. As part of the annual budget and levy process, the City Administrator and City Treasurer will estimate the surplus or deficit for the current year and prepare a projection of the year-end General Fund fund balance. Estimates will include balances for unreserved and reserved (both designated and undesignated) fund balances.
2. Projections will include an analysis of trends in fund balance levels on a historical and future projection basis.
3. The Mayor and City Council shall review the Fund Balance Policy annually for changes or modification taking into consideration factors such as predictability and volatility of revenues and expenditures, availability of other resources, liquidity and existing or potential designations of fund balances.

**POLICY:** The Fund Balance Policy is:

1. An annual appropriated budget is adopted for the General Fund. The Financial Statements and Independent Auditor's Report are prepared at the end of the fiscal year. The Financial Statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. All appropriations lapse at the end of the fiscal year. Excess revenues over expenditures for the fiscal year accumulate in the General Fund fund balance.
2. The City shall maintain at all times in its General Fund, an unreserved, designated fund balance entitled "Fiscal Policy Reserve" of no less than the equivalent of 16 weeks and no more than the equivalent of 32 weeks of regular General Fund operating expenditures, based on its annual General Fund Budget. The amount of the Fiscal Policy Reserve will be established by the City Council in its adoption of the Annual Budget.
3. The Fiscal Policy Reserve is maintained to mitigate current and future risks (e.g. revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. The City will exercise diligence in avoiding the appropriation of Fiscal Policy Reserves for regular General Fund operating expenditures.
4. General Fund balances that exceed the maximum level established for each designated or reserved fund may be appropriated for non-recurring capital projects or programs.
5. As the City Council deem necessary, they may designate a portion of the unreserved undesignated fund balances for an intended purpose such as capital improvements.

## PROPERTY TAX LEVY POLICY

**PURPOSE:** Idaho code (the “Code”) provides that a city is empowered to levy taxes for general revenue purposes (IC 50-235). The objectives of this City Council Property Tax Levy Policy are: (1) to annually evaluate the need for a levy; (2) determine the amount of the levy, and; (3) consider the levy amount for each City fund.

**POLICY STATEMENT:** Property taxes are a significant revenue source for the City of Sun Valley. The current level and quality of programs and services could not be maintained without collecting the allowable amount of revenue through the property tax levy. Along with maintaining the current level and quality of programs and services, the City Council is committed to ensuring that all City revenues are used wisely and for the purposes intended.

**STATUTORY AUTHORITY:** Idaho Code sets forth the statutory provisions for the Levy and Apportionment of Taxes for Idaho Cities Title 63 Chapter 8.

**POLICY:** The Property Tax Levy Policy is:

1. To levy the amount necessary to defray City expenses.
2. To continue the appropriate level and quality of programs and services.
3. To maintain current and actively seek new non-property tax based revenue.
4. To consider the factors below in determining the levy.

**PROCEDURES:** The Sun Valley City Council shall adhere to the following procedures:

1. Observation of all Idaho state statutes governing the Levy and Apportionment of Taxes. As part of the annual budget and levy process, the City Administrator and City Treasurer will present information to the City Council regarding the allowable property tax levy.
2. In determining the levy, the City shall consider each fund’s statutory authority, purpose and projected:
  - a. Revenues
  - b. Expenditures
  - c. Fund balance
  - d. Five-year revenues and expenditures.
3. The City Council shall determine that the amount of money collected by the property tax levy is necessary to defray City charges.

## REVENUE AND EXPENDITURE MANAGEMENT POLICY

**PURPOSE:** The objective of this Revenue and Expenditure Management Policy is to provide guidance for management decisions to ensure consistency and quality control in revenue and expenditure management.

**POLICY STATEMENT:** Development and use of revenue and expenditure policies aid in the consistent provision of public services and help ensure financial stability regardless of economic fluctuations.

The Government Finance Officers Association (GFOA), through its recommended practices, endorsement of the National Advisory Council on State and Local Budgeting (NACSLB) recommended budget practices, and the GFOA Distinguished Budget Presentation Awards program, recommends that governments develop financial policies. This Revenue and Expenditure Management Policy is part of a comprehensive financial policy program.

**REVENUE POLICY:** The Revenue Policy supports the following practices to provide financial stability and avoid potential service disruptions:

- 1) Diversification and stabilization: A diversified and stable revenue system will be maintained as a protection from short-run fluctuations. One-time revenues will not be used to fund ongoing expenditures. The use of one-time revenues is limited to the purpose for which they were intended, or for a capital expenditure.
- 2) Revenue estimates: Revenues will be estimated conservatively, using an objective and analytical approach appropriate for City revenues. Multi-year forecasts will be utilized to give the Council lead-time to react to expected revenue shortfalls or windfalls.
- 3) User fees: User fees will be set at appropriate levels in order to recover a portion of the costs associated with providing the service. The fees will be reviewed as needed, but in no case longer than every other year.
- 4) Taxes: The Council will strive to reduce constituents' property tax burden through development of other revenue sources.<sup>1</sup>

**EXPENDITURE POLICY:** The Expenditure Policy is to use prudent expenditure planning and accountability to ensure fiscal stability through the following practices:

- 1) Maintenance of Capital Assets: Within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at a sufficient level to protect the City's investment, to minimize future replacement and maintenance costs and to continue service levels.
- 2) Pension Funding: The City shall fully fund all pension obligations.
- 3) Program Review: Develop and use technology and productivity advancements that will help reduce or avoid increasing costs.

Adopted: January 15, 2009

---

<sup>1</sup> The Council's complete policy on property taxes is set forth separately in the Property Tax Levy Policy.

## ACCOUNTING POLICIES

The City of Sun Valley is a municipal corporation duly organized and existing under the laws of the State of Idaho Code §50-101 et seq. The City's financial statements are prepared in conformity with accounting principles generally accepted in the United States of America as applied to governmental units (hereinafter referred to as Generally Accepted Accounting Principles (GAAP)). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below.

### FINANCIAL REPORTING ENTITY

The financial reporting entity is the City of Sun Valley. The elected officials of the City are financially accountable for the City. The City has an elected council having the power to levy taxes, the authorization to expend funds, the responsibility to designate management, the ability to prepare and modify the annual budget and the authority to issue debt. The City is not included as a component of any other entity.

### BASIS OF PRESENTATION FUND ACCOUNTING

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses as appropriate. Government resources are allocated to and accounted for in individual funds based on the purposes for which they are to be set and the means by which spending activities are controlled. Funds are classified into the following categories: governmental, propriety and fiduciary.

Governmental funds are used to account for all or most of the City's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of capital assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The general fund is used to account for all activities of the City not accounted for in some other fund.

The City has no proprietary or fiduciary funds.

### GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The City's government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the non-fiduciary activities of the City. The effect of material inter-fund activity has been eliminated from the statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function, segment or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported as general revenues.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statement.

The City reports the following major governmental funds:

*General Fund* is usually the largest and most important of the governmental funds. The general fund is the primary operating fund and the most important in terms of the operating budget. It is “general” because any transaction that cannot be accounted for in another fund must be recorded in the general fund. The City of Sun Valley General Fund consists of seven departments, Legislation, Administration, Community Development, Police, Fire, Building, Street and Other General Government.

*Fixed Asset Replacement Fund* accounts for all revenues and expenditures to finance assets that are tangible, have a useful life exceeding two years and have a significant value. A fixed asset can be categorized as land, building, equipment, improvements other than buildings, construction in progress and intangibles.

*Debt Service Fund* accounts for financial resources to be used for the redemption of principal, interest and paying fees for general obligation bonds issued on behalf of the City. The purpose of establishing a separate fund for bond repayment is to demonstrate that money to pay back the debt has been set aside.

*Land Acquisition Fund* accounts for financial resources for the acquisition of land by the City.

*Capital Improvement Fund* accounts for financial resources used to construct or acquire capital facilities. Revenues flowing into the fund may include general obligation bond proceeds that were authorized for the project, state and federal grants and current taxes. Expenditures flowing out of the fund are usually payments to contractors for project design and construction.

*Work Force Housing Fund* accounts for financial resources to support housing for City employees.

## BASIS OF ACCOUNTING

The City does not distinguish between Basis of Budgeting and Basis of Accounting. The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue and additions are recorded when earned and expenses and deductions are recorded when a liability is incurred. Property taxes are recognized as revenues in the year for which they are levied (i.e., intended to finance). Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are due before the end of the year and collected within 60 days after year end. Expenditures are recorded when the related fund liability is incurred.

Charges for services and miscellaneous revenues (except investment income) are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment income is susceptible to accrual and is recognized as revenues of the current period since recognition criteria indicated above are met.

In applying the susceptible to accrual concept to intergovernmental revenues (i.e., federal and state grants), the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the City; therefore, revenues are recognized based upon the expenditures recorded. In the other, monies are virtually unrestricted as to purpose of expenditures and are generally revocable only for failure to comply with prescribed eligibility requirement, such as equal employment opportunity. These resources are reflected as revenues at the time of receipt or earlier if they meet the availability criterion.

The City reports deferred/unearned revenue on its financial statements. Deferred revenues arise when potential revenue does not meet both the measurable and available or earned criteria for recognition in the current period. Deferred revenues also arise when resources are received by the City before it has a legal claim to them or prior to the provision of services, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the City has a legal claim to the resources, the liability for deferred revenue is removed from the financial statements and revenue is recognized.

## CASH AND INVESTMENTS

The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with maturities of three months or less from the date of acquisition.

It is the policy of the City of Sun Valley to invest public funds in a manner which will provide a reasonable market rate of return with maximum security to the invested principal while meeting the daily cash flow demands of the City and conforming to all Idaho state statutes governing the investment of public funds and particularly Idaho Code § 50-1013.

## RECEIVABLES

Receivables consist primarily of property taxes, intergovernmental and other miscellaneous amounts due to the City.

## COMPENSATED ABSENCES

Vacation time is earned by employees based on length of employment and employee status. Employees are generally required to use their vacation time with the exception that 40 hours can be carried to the following year. Any unused vacation time is paid to employees upon termination.

The City also allows employees to accumulate compensatory time for later use (subject to an established maximum). Accumulated unused compensatory time is paid to the employee on termination.

The City allows for carryover of unused sick time, subject to maximum limits. Upon termination employees are not paid for unused sick time.

Vested or accumulated vacation and compensatory time that is owed to retirees or terminated employees is reported as expenditures and a fund liability of the governmental fund that will pay it in the fund financial statements. Vested or accumulated vacation and compensatory time of governmental activities at the government-wide level is recorded as an expense and liability as the benefits accrue to employees.

## CAPITAL ASSETS

Capital assets, which include property and equipment, are reported in the applicable governmental activities columns in the government-wide financial statements. Capital assets are defined as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. The minimum capitalization amount for individual equipment is \$5000 and for buildings and improvements is \$10,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Property and equipment is depreciated using the straight-line method.

#### LONG-TERM OBLIGATIONS

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

#### FUND BALANCES/ NET ASSETS

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change. In the government-wide financial statements, restricted net assets are legally restricted by outside parties for a specific purpose. Funds invested in capital assets, net of related debt, represent the book value of capital assets. This does not include any outstanding long-term debt that has been issued to construct capital assets.

#### DEPOSITS WITH FINANCIAL INSTITUTIONS

Custodial credit risk for deposits with financial institutions is the risk that in the event of bank failure, the City's deposits may not be returned to it. The City's investment policy requires pledging of collateral for all non-negotiable certificates of deposit.

#### PROPERTY TAXES

The City's property tax is levied each calendar year on all taxable real property located in the City. For governmental funds, property taxes received in the period intended to finance and collected within 60 days subsequent to year-end are recorded as revenue.

The County Assessor is responsible for assessment of all taxable real property within Blaine County, except for certain railroad property which is assessed directly by the State. Reassessments occur based on market conditions. The County Clerk computes the annual tax for each parcel of real property and prepares tax books used by the County Assessor as the basis for issuing tax bills to all taxpayers in the County.

Property taxes are collected by the County Assessor and are submitted to the County Treasurer, who remits to the units their respective share of the collections. Taxes are levied in one year, and become due and payable in two installments on or about June 1 and December 1 during the following year.

**RISK MANAGEMENT**

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; illnesses of employees; and natural disasters. The City purchases third party indemnity insurance for general liability, property casualty, worker's compensation and health risk exposures. The policies are in effect annually from October 1 through September 30. The policies limit the City's exposure to deductibles of \$500 per occurrence.

**CONTINGENT LIABILITIES**

Amounts received and receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the State of Idaho and the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

## FUND ORGANIZATION DESCRIPTION OF FUNDS AND FUND TYPES

For accounting purposes a state or local government is not treated as a single, integral entity. Rather, a government is viewed as a collection of smaller separate entities known as “funds”. The Governmental Accounting Standard Board’s (GASB) Codification of Governmental Accounting and Financial Reporting Standards (Codification), Section 1300, defines a fund as:

A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitation.

All of the funds used by a government must be classified into one of eleven fund types.<sup>1</sup> Four of these fund types are used to account for a state or local government’s “governmental-type” activities and are known as “governmental funds.” Two of these fund types are used to account for a government’s “business-type” activities and are known as “proprietary funds.” Finally, the seventh fund type is reserved for a government’s “fiduciary activities.”

### City of Sun Valley Major Fund Descriptions:

*General Fund* is usually the largest and most important of the governmental funds. The general fund is the primary operating fund and the most important in terms of the operating budget. It is “general” because any transaction that cannot be accounted for in another fund must be recorded in the general fund. The City of Sun Valley General Fund consists of seven departments, Legislation, Administration, Community Development, Police, Fire, Building, Street, and Other General Government. In 2010, the Street Department ceased to be an independent fund category and became a part of the General Fund. This change was initiated so that the true cost of personnel salaries and department operating costs could be tracked and managed in a precise manner.

*Fixed Asset Fund* accounts for all revenues and expenditures to finance assets that are tangible, have a useful life exceeding two years and have a significant value. A fixed asset can be categorized as land, building, equipment, improvements other than buildings, construction in progress and intangibles.

*Debt Service Fund* accounts for financial resources to be used for the redemption of principal, interest and paying fees for General Obligation Bonds issued on behalf of the

---

<sup>1</sup> The eleven basic fund types are group into three categories: governmental, proprietary and fiduciary. The governmental fund category includes general fund, special revenue funds, debt service funds, capital improvement funds, permanent funds. The Proprietary (business-type) funds category include enterprise funds and internal service funds. Fiduciary funds category includes investment trust funds, private-purpose trust funds, pension trust funds and agency funds.

City. The purpose of establishing a separate fund for bond repayment is to demonstrate that money to pay back the debt has been set aside.

*Land Acquisition Fund* accounts for financial resources for the acquisition of land by the City.

*Capital Improvement Fund* accounts for financial resources used to construct or acquire capital facilities. Revenues flowing into the fund may include general obligation bond proceeds that were authorized for the project, state and federal grants and current taxes. Expenditures flowing out of the fund are usually payments to contractors for project design and construction.

*Work Force Housing Fund* accounts for financial resources to support housing for City employees.

## Annual Revenue Forecasting Process

### **Step 1**

Establish Base Year with  
Previous Actual Revenue  
Collections

### **Step 2**

Assess Revenue Growth Trend

### **Step 3**

Specify the Underlying  
Assumptions

### **Step 4**

Select Most Appropriate  
Forecasting Method to Project  
Future Revenue

### **Step 5**

Assess Reliability and Validity  
of the Revenue Forecast

### **Step 6**

Monitor and Compare Revenue  
Collections with Projected  
Revenue

### **Step 7**

Update Revenue Forecast

# CITY OF SUN VALLEY REVENUE DESCRIPTIONS, ASSUMPTIONS AND PROJECTIONS

## Comprehensive Revenue Analysis in FY 10

The Sun Valley City Council has identified a comprehensive revenue analysis as a priority for FY 10. During the year a comprehensive analysis of all revenue sources will be conducted which will include historical collections, future projections and fee structures for all user fees. The analysis will be presented to the City Council for discussion and consideration.

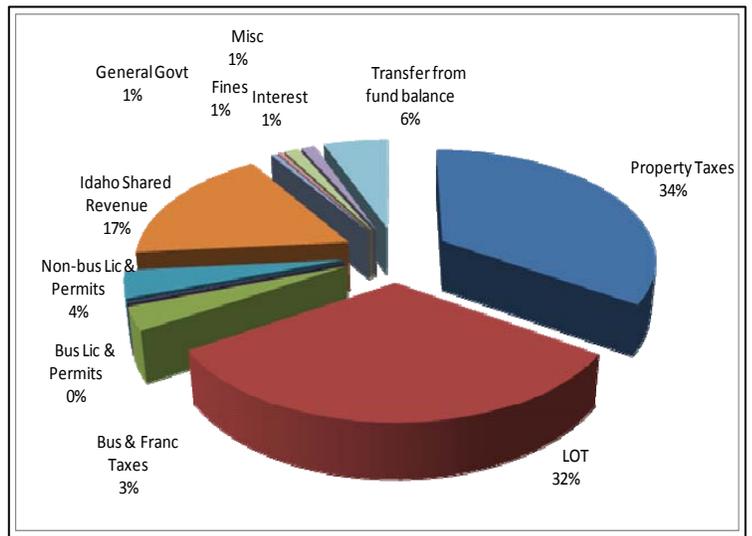
## Long Range Financial Planning

The Mayor and City Council recognized long-range financial integrity and stability as a policy priority. Managing, monitoring and analyzing the City's revenues are key components of implementing the policy. Early in the budget process each revenue is analyzed and the current fiscal year's actual revenue are estimated in order to form a more accurate basis for the next fiscal year's budgeted revenues.

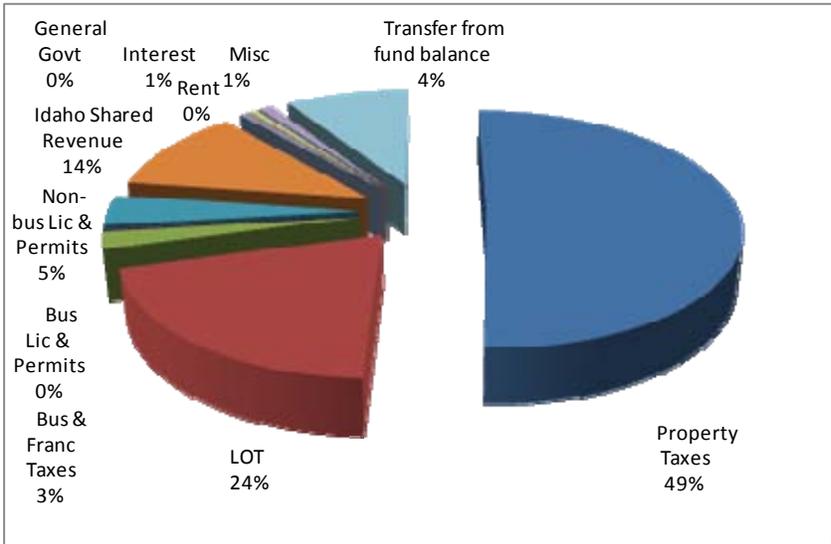
## Analysis of Revenue Sources

The charts below show the City's revenue sources and percentage represented by each source for the FY 09 and FY 10 fiscal years in the City's General Fund. The General Fund is the City's primary operating fund and supports the City's primary municipal services. The distribution of revenues among the variety of sources does not typically change dramatically from year to year. In FY 09 and in prior years property tax revenues were collected in funds other than the General Fund such as the Fixed Asset and Capital Improvement Fund. In FY 10 and in future years all property tax revenues will be received into the General Fund and the Debt Service Fund when necessary.

<b>FY 09 General Fund Estimated Revenue</b>	
Revenue	<b>FY 09</b>
Property Taxes	1,326,567
LOT	1,232,825
Bus & Franc Taxes	128,197
Bus Lic & Permits	5,125
Non-bus Lic & Permits	150,000
Idaho Shared Revenue	667,578
General Govt	20,000
Fines	16,751
Interest	50,000
Misc	46,600
Transfer from fund balance	223,235
<b>Total</b>	<b>3,866,878</b>



FY 10 Total Revenue	
Revenue	FY 10
Property Taxes	2,471,868
LOT	1,232,825
Bus & Franc Taxes	137,159
Bus Lic & Permits	5,125
Non-bus Lic & Permits	250,000
Idaho Shared Revenue	695,300
General Govt	20,000
Interest	35,000
Rent	17,700
Misc	63,403
Transfer from fund balance	<u>182,523</u>
<b>Total</b>	<b>6,111,792</b>

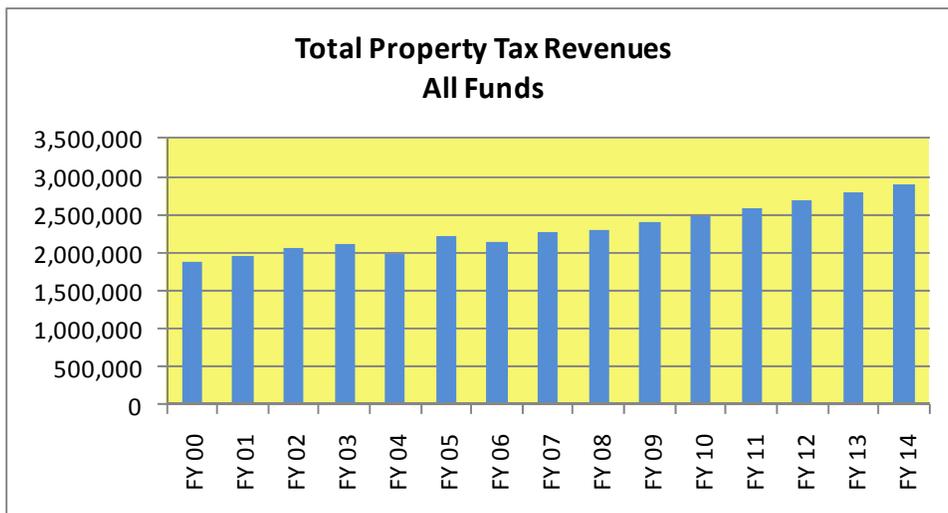


## Taxes

The category of Taxes is comprised of property taxes, local option tax (“LOT”) and business and franchise taxes and comprises the largest revenue source for the City at approximately 63% of total revenues.

### Property Taxes (Idaho Code § 63-802)

Revenue from property taxes is a relatively stable revenue source for the City. A qualitative forecasting method known as “Naïve Forecasting” is utilized to project property tax revenue. The Naïve Forecasting method is best suited for revenue sources like property taxes, that are fairly stable from year to year, a typical time period can be easily determined, the historical relationship remains constant for the period being forecast and all relevant factors affecting the revenue source have been included in the forecast.



The graph shows actual property tax received by the City from FY 00 to FY08. The amount for FY 09 is based on estimated actual. Amounts for FY 10 through FY 14 are based on projections. Increases in property tax collections averaged 5.67% from FY 00

to FY 08. A conservative estimated increase of 4% is projected for FY 10 through FY 14.

Property taxes typically represent approximately 33% of the City's total revenue. The City's property tax levy represents approximately 20% of a property owner's total property tax bill. Approximately 56% of property taxes paid by Sun Valley property owners in 2008 supported education. The remaining taxes paid went to Blaine County 11%, Sun Valley Water and Sewer 9%, Ambulance 2%, Jail Bond 1% and Recreation 1%.

### Property Tax Assessment

Idaho law requires that all taxable property be assessed at fair market value each year. To do this, the county assessor develops valuation guidelines based on the sales prices of comparable homes in an area. Some factors that often influence what a buyer would pay for your home and land are size, quality, age, condition, and location.

The county assessor uses this information to estimate how much a buyer might reasonably pay for a home if it were to sell on January 1 of the current year.

The value of property may change each year depending on real estate market changes. An appraiser from the county assessor's office must visit property at least once in each five-year period. During the other four years, the county assessor will use information from property sales or from the inspections of other properties to estimate the current market value for property.

### Property Tax Determination

The amount of tax is determined from the budget needs of the taxing districts. Many kinds of taxing districts exist in Idaho. Some, like cities and counties, levy taxes to provide a wide range of services. Others levy taxes for specific purposes like highways, schools, or fire protection.

Officials for each taxing district determine the annual budget needed to provide the district's services. The part of the approved budget to be funded by property tax is divided by the total taxable value of all properties within the district.

The result is the district's tax rate (or levy). This rate, multiplied by the taxable value of the property, determines the amount of taxes paid to that district. Each property is located within several independent taxing districts. A property tax bill includes taxes for all the districts where the property lies. The tax rate for a taxing district is the same for all taxable properties within that taxing district.

### Homeowner Tax Relief

A homeowner can apply for an exemption on the value of a owner-occupied primary residence, including a manufactured home. The exemption applies to fifty percent of the value of the residence (including up to one acre of land) or \$100,938, whichever is less. Taxes are computed on the nonexempt value. A homeowner may also apply for this exemption on a home (not land) if the owner pays occupancy taxes.

When an application for homeowner tax relief is approved, the exemption is continuous as long as the owner owns and occupies the property. If the property is sold, the new owner must file a new application. No income or age restrictions exist, but an owner can qualify for an exemption on only one home at a time. An owner must own and occupy the home before April 15 of the current year and must apply for the exemption by April 15.

Homeowners may also qualify for a property tax reduction if they meet the income requirements and fit one of the following categories:

- Age 65 or older
- Widow(er)
- Blind
- Former POW
- Fatherless or motherless minor
- Qualifying disabled persons

### Tax Rates and Tax Caps

The City adopts its annual property tax levy in August of each year for revenues to be received in the following calendar year. The amount of the tax levy depends on the assessed valuation of the property and the tax rate.

Tax rates are based on current levies, mills and percentages. One mill is equal to 1/1000 of a dollar or 1/10 of a penny. One mill (.001) is also equivalent to a tax rate of 1/10 of 1% (.001). \$.1000 represents a one mill (.001) levy, but is also a levy of 10 cents per \$100 assessed value.

$$\text{Tax Rate} = \frac{\text{Levy}}{\text{Assessed Valuation}}$$

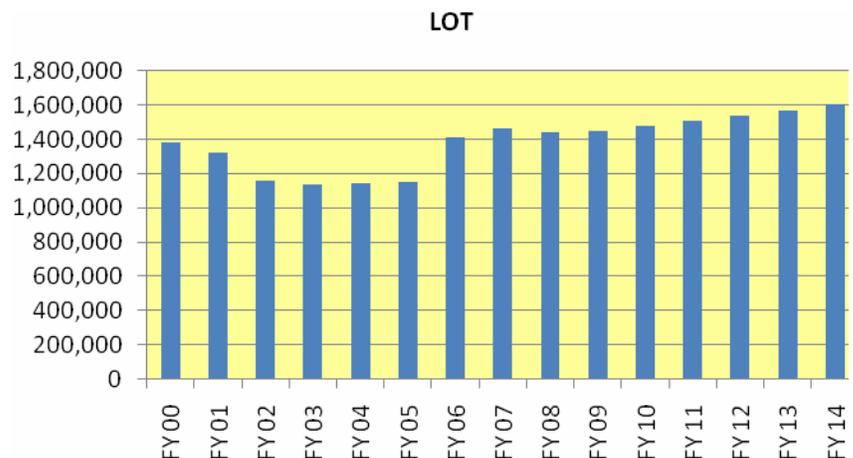
Idaho law sets a cap on the annual increase in the portion of a taxing district's budget funded by property tax. This portion of the budget may increase by up to 3% plus an amount for new construction and annexation.

The cap on property taxes does not limit the increase in the amount of an individual's property tax bill. If the market value of property increases while the other properties in the district decrease or don't change as rapidly, then a property tax bill may increase at a rate higher than 3%. The 3% allowable increase is based on the highest property tax budget for the prior three years. Additional property tax budget increases are allowed for taxing districts with new construction or annexation. The cap does not apply to the following funds:

- Bonds
- Plant facilities
- Voter-approved overrides and school supplemental levies
- Funds for refunds to taxpayers due to tax appeals
- Revenue from sources other than property tax
- School Emergency Funds

### **Local Option Tax ("LOT")**

Local Option is often used in Idaho to speak about local option taxation which gives the authority to local voters to impose various forms of taxation on themselves. Idaho Code § 50-1044 provides the authority for resort city residents to approve and resort city authorities to adopt,



implement and collect certain city non property taxes. The City of Sun Valley began collecting a Local Option Tax in 1990 after voter approval. A referendum was passed by Sun Valley residents in May 2007 which changed the amount of tax collected on certain items.

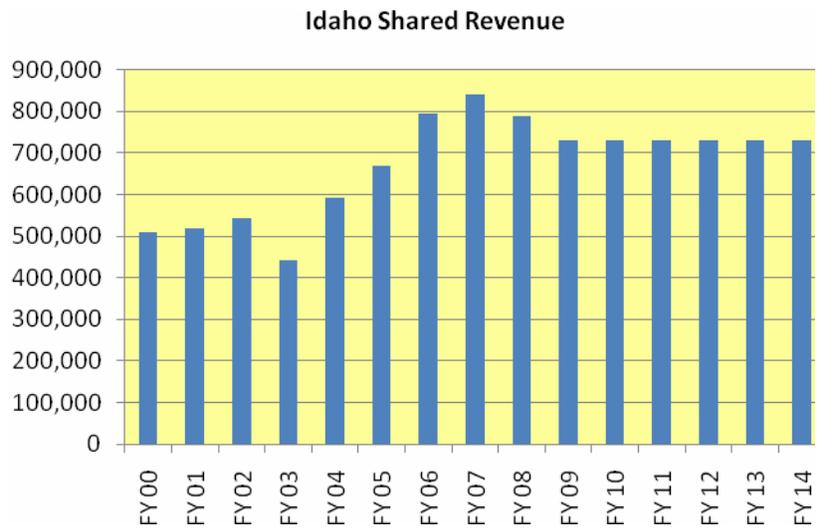
LOT collections represent approximately 30% of total revenue for the City. Projections for FY 10 are maintained at estimated actual collections for FY 09. Projections through FY 14 are that LOT will increase at approximately 4% annually.

**Intergovernmental**

Intergovernmental revenue is the next largest revenue source typically representing 12% of the City’s total revenue. Intergovernmental revenue is comprised of local revenue and state and federal revenue.

**State Shared Revenue (Idaho Code § 63-3638)** Idaho’s property tax on business inventories was phased out in the late 1960s, following passage of a 3% sales tax by the Idaho Legislature in 1965. In order to replace the lost revenues to local governments, the legislature dedicated a portion of the new sales tax revenue to cities, counties and other non-school taxing districts. In addition to business inventory replacement revenues, the legislature created the City-County Revenue Sharing program in 1984 to distribute sales tax revenues to cities and counties as a replacement for federal general revenue sharing funds, which were eliminated by the Reagan administration in 1986.

In 2000, the legislature combined the business inventory replacement and city-county revenue sharing into a single revenue sharing program. Today, 11.5% of sales tax revenue is distributed through the revenue sharing program to cities, counties and non-school taxing districts. Of this amount, just over half (56.4%) is distributed through the “State



Distribution” formula, divided equally among cities and counties. The cities’ portion is distributed according to city population (50%) and assessed market value (50%).

The remaining portion (43.6%) is allocated through the “County Distribution” formula. Because of a “hold harmless” provision in the county distribution, cities receive a base, which is the amount received in the fourth quarter of calendar year 1999. If sales tax collections fall below the 1999 level, payments to cities and counties are reduced proportionately. If sales tax receipts exceed this level, cities can see their base increase up to an additional five percent. Any excess in sales tax receipts over 105 percent of the base level is distributed half to cities and half to counties, and apportioned according to city population.

### **Highway Distribution Account (Idaho Code § 40-701)**

In 1984, the legislature created the Highway Distribution Account for collection and distribution of revenues from fees, taxes, fines and forfeitures. After a number of statutory diversions, the revenues were apportioned to the State Highway Account, the Law Enforcement Account, and local governments. The original distribution formula allocated 61 2/3% of the account revenues to the State Highway Account, 6% to the Law Enforcement Account and 32 1/3% to local governments. Of the local government share, 30% was apportioned to cities, and 70% to counties and highway districts. The cities' portion was distributed on a per capita basis. Funds received from the highway distribution account are dedicated exclusively for the maintenance, construction and development of highways and bridges.

In 1988, the legislature increased highway distribution account revenues by raising the gas tax by 3 and one-half cents. The legislature also modified the distribution formula, lowering the amount received by the State Highway Account to 59 4/5%, and increasing the local government share to 34 1/5%. During the 1988 session, legislation was approved diverting a total of approximately \$1.5 million from the Highway Distribution Account to various state recreation and search and rescue accounts. On July 1, 1990, cities began receiving a share of virtually all of the highway user revenues (see Idaho Code § 40-701). Formerly, cities received only 16 2/3% of gas tax revenues. Cities now share in vehicle registration fees, special fuels taxes, trip permits, etc. In 1991, the legislature increased the gas tax by three cents in response to requests from local officials to increase state investment in transportation infrastructure. The legislation also modified the highway distribution account formula, increasing the local government share to 35.77%, decreasing the amount received by the Idaho Transportation Department to 58.83%, and decreasing the state law enforcement share to 5.40%.

In 1993, cities received statutory authorization (already granted to counties) to expend funds from the highway distribution account to meet interest and sinking fund payments for the current year on any unpaid bonds issued for highway and bridge construction and/or maintenance, or for refunding such bonds. The 1996 legislature raised the state gas tax by four cents and increased vehicle registration fees. Of this increase, 50% went to local highway jurisdictions for road, bridge, and railroad crossing construction. In 1997, the legislature amended the Petroleum Clean Water Trust Fund Act, shifting 80% of the one cent per gallon "transfer fee" to the Restricted Highway Fund established in Idaho Code § 40-701A. The shift was prompted by an Idaho Supreme Court ruling that the "transfer fee" was a tax on motor vehicle fuels and, in accordance with the Idaho Constitution, must be dedicated "exclusively to the construction, repair, maintenance and traffic supervision of public highways." A portion of these funds was dedicated to road repairs necessitated by severe floods in several counties.

In 1999, the legislature eliminated the Restricted Highway Fund, and revised the formula to its current distribution, increasing the local government share to 38%, and decreasing the amounts received by the State Highway Account to 57% and the Law Enforcement Account to 5%.

### **State Liquor Account (Idaho Code § 23-404)**

The State Liquor Account distributes proceeds from the State Liquor Dispensary to cities and counties. The distribution of liquor account revenues has changed as a result

of the passage of Senate Bill 1388 by the 2006 Idaho Legislature. First, liquor account revenues are used to cover the operating expenses of the State Liquor Dispensary. The excess revenues are then split between the state (40%) and cities and counties (60%). These percentages will remain in place until the end of the State's 2009 fiscal year. Starting in state fiscal year 2010, the State's share will increase 2% annually until fiscal year 2014, when the State's share will be 50%.

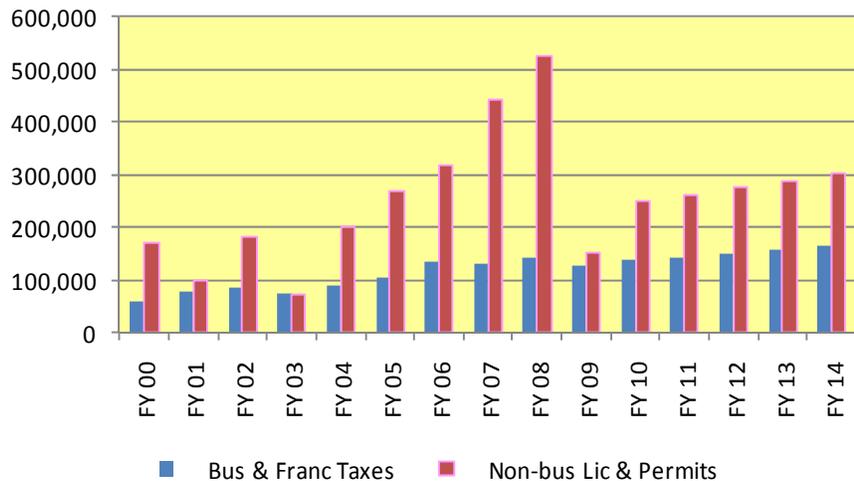
The state portion is allocated to the substance abuse treatment fund (\$2.08 million); community college account (\$300,000); public school income fund (\$1.2 million); cooperative welfare account (\$650,000); drug, mental health, and family court services fund (\$680,000); and drug and mental health court supervision fund (\$440,000) with the remaining revenues going to the state general fund. Out of the state's share, \$1.8 million per year will be distributed to cities and counties through the state's 2009 fiscal year, as payback for revenues diverted from cities and counties in 2005.

The local government share is split 60% to cities, 40% to counties. Ninety percent of the cities' share is allocated to cities with liquor stores or distribution stations on the basis of the city's share of statewide liquor sales. The remaining 10% is distributed to cities without liquor stores or distribution stations in proportion to the city's share of the population of all cities throughout the state without a liquor store or distribution station within their limits. There is a "hold harmless" provision that guarantees cities will receive their "base," established in the 1981 fiscal year.

**Licenses, Permits and Franchises**

**Business & Franchise Taxes**

Business and franchise taxes include gas and cable franchise. The annual revenue from these sources has increased steadily over the years. In FY 09 the estimated revenue is \$128,000. Revenue from this source is estimated to continue to increase and in FY 10 is estimated to be \$137,000.



**Business and Non-Business Licenses & Permits**

The City of Sun Valley does not issue business licenses except for Retail Alcohol Beverage licenses. Typically cities receive revenue from user fees for water, sewer, sanitation, airports, cemeteries, parks and recreation, irrigation systems, libraries, building permits and other city services. The City of Sun Valley receives fees for building permits which is a user fee. User fees have increased in popularity in recent decades, largely due to citizen demands for property tax relief, and the concept of fairness that suggests that those who benefit from city services should bear the cost of providing the services. Fees must be reasonably related to, but cannot exceed, the cost of providing the service. There

have been a number of law suits over user fees particularly in California where citizens have successfully challenged user fees. The City will review the current user fee structure during FY 10.

**Use of Money & Property**

Use of money and property has two components interest and sale of city property.

**Interest**

Funds that are not necessary to the daily operation of the City are invested in interest bearing instruments. The amount of interest collected annually is dependent on the amount of funds maintained in the City account and the current interest rate. The City’s Investment policy will be reviewed in the later part of FY 09 or early in FY 10. Idaho Code governs investment of municipal funds.



A policy adopted by City Council may not be less but may be more restrictive than the state law. Currently all City funds are deposited with the Idaho State Investment Pool.

**Sales of Property**

Property that has value and is no longer useful to the City may be sold. Proceeds from the sale are recorded in the General Fund miscellaneous revenue.

**Remaining Revenue Sources**

The remaining revenue sources, Other Financing Sources, Charges for Services, Fines and Miscellaneous constitute a relatively small portion of the City’s entire revenue collections.

## 2010 PROPERTY TAX LEVY

Idaho law sets a cap on the annual increase in the portion of a taxing district's budget funded by property tax. This portion of the budget may increase by up to 3% plus an amount for new construction and annexation.

The cap on property taxes does not limit the increase in the amount of an individual's property tax bill. If the market value of your property increases while the other properties in your district decrease or don't change as rapidly, then your property tax bill may increase at a rate higher than 3%.

In FY 09 and in prior years property tax revenues were collected in funds other than the General Fund such as the Fixed Asset and Capital Improvement Fund. In FY 10 and in future years all property tax revenues will be received into the General Fund and the Debt Service Fund when necessary.

City of Sun Valley Full Real Property Market Taxable Value For the 2009 Tax Year:	\$2,707,842,731
--	-----------------

City of Sun Valley tax levy by fund:

	<u>2009</u>	<u>2010</u>
General Fund	1,312,152	2,471,868
Fixed Asset Fund	69,400	0
Debt Service Fund	285,075	0
Capital Improvement Fund	252,101	0
Street Fund	<u>471,426</u>	<u>0</u>
<b>Subtotal</b>	<b>2,390,154</b>	<b>2,471,868</b>
2003 General Obligation Bond	<u>623,400</u>	<u>623,400</u>
<b>Grand Total</b>	<b>3,013,554</b>	<b>3,094,268</b>

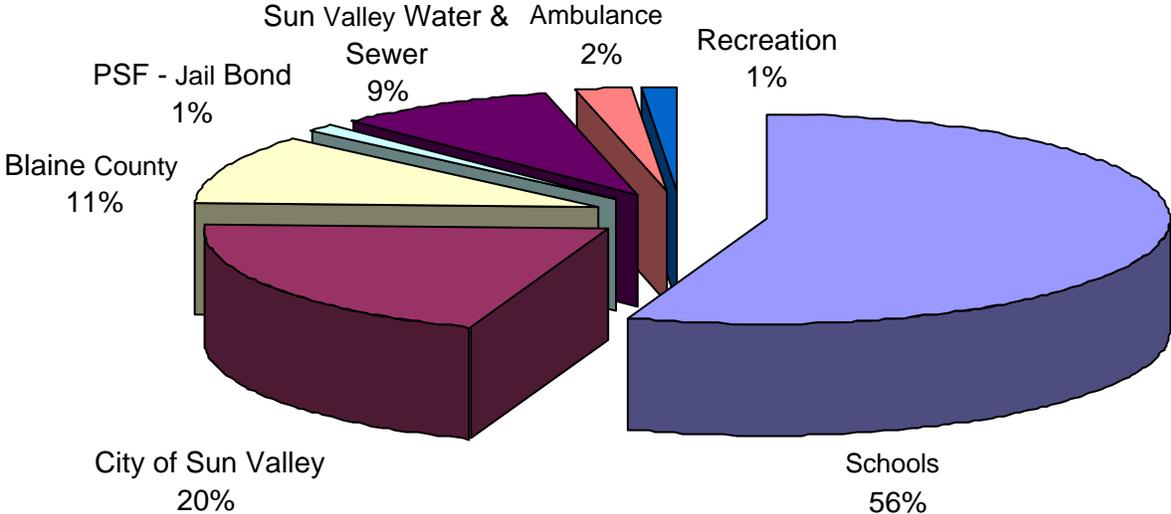
# PROPERTY TAX DISTRIBUTION

Idaho law requires that all property be assessed at current market value, which is the value that a homeowner would receive if the home or property were sold. Once the current market value is determined by the Assessor’s office, then a property tax rate, called a levy, is applied to that value to determine the taxes payable to the county, the city in which the property is located, the school district, fire district, etc. The levy is a function of the assessed values and the budgetary needs determined by each taxing district.

$$\text{Tax rate} = \frac{\text{Levy}}{\text{Assessed Value}}$$

Idaho law 63-802 limits to 3% above the previous year the amount of revenue that any taxing district can collect from property taxes. Blaine County taxing districts have some of the lowest levy rates in Idaho. A lower levy rate means that even though property values are increasing, the percentage of the value of the property that each taxing district collects in property taxes is decreasing.<sup>1</sup>

**2007 Property Tax Paid in 2008\***



<sup>1</sup> Blaine County Community Report , March 2008.  
 \* 2009 Levy information not available at time of FY 10 budget printing.

**CITY OF SUN VALLEY, IDAHO**

**ORDINANCE NO. 423**

**ANNUAL APPROPRIATION ORDINANCE  
FOR THE CITY OF SUN VALLEY, IDAHO  
FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2009**

**ADOPTED BY THE CITY COUNCIL OF  
OF THE CITY OF SUN VALLEY, IDAHO  
THIS 30<sup>TH</sup> DAY OF JULY 2009**

**ORDINANCE NO. 423**

**AN ORDINANCE TITLED THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2009, APPROPRIATING THE SUM OF SIX MILLION ONE HUNDRED ELEVEN THOUSAND SEVEN HUNDRED AND NINETY THREE DOLLARS (\$6,111,793) TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF SUN VALLEY FOR SAID FISCAL YEAR, AUTHORIZING A LEVY OF A SUFFICIENT TAX UPON THE TAXABLE PROPERTY AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATION IS MADE.**

**WHEREAS**, the City of Sun Valley is a unit of local government organized and existing pursuant to Title 50 of the Idaho Code; and

**WHEREAS**, pursuant to Idaho Code Section 50-1001 the City of Sun Valley fiscal year begins on the first day of October; and

**WHEREAS**, pursuant to Idaho Code Title 50 Chapter 10 Section 50-1003 the city council shall adopt an annual appropriation ordinance prior to the commencement of each fiscal year, which in no event shall be greater than the amount of the proposed budget; and

**WHEREAS**, the annual appropriation ordinance is prepared in accordance with Idaho Code Title 50 Chapter 10 governing finance; and

**WHEREAS**, the Sun Valley City Council considered said budget and has conducted a public hearing thereon and determined that said budget should be adopted.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SUN VALLEY, IDAHO, COUNTY OF BLAINE, STATE OF IDAHO, AS FOLLOWS:**

**SECTION 1:** That the sum of Six Million One Hundred Eleven Thousand Seven Hundred and Ninety Three Dollars (\$6,111,793) be, and the same is appropriated to defray the necessary expenses and liabilities of the City of Sun Valley, Blaine County, Idaho for the fiscal year beginning October 1, 2009.

**SECTION 2:** The objects and purposes for which such appropriation is made, and the amount of each object and purpose is as follows:

**Estimated Expenditures**

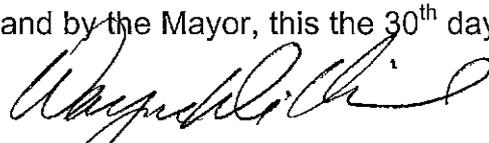
Total General Fund	5,093,202
Fixed Asset Replacement Fund	2,123
Debt Service Fund	623,750
Land Acquisition Fund	0
Capital Improvement Fund	375,018
Work Force Housing Fund	17,700
<b>Total Expenditures</b>	<b>\$6,111,793</b>

**SECTION 3:** That a general tax levy on all taxable property within the City of Sun Valley be levied in an amount allowed by law for the general purposes for said City, for the fiscal year beginning October 1, 2009.

**SECTION 4:** All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

**SECTION 5:** This ordinance shall take effect and be in full force upon its passage, approval and publication according to law.

**PASSED** by the City Council and approved and by the Mayor, this the 30<sup>th</sup> day of July, 2009.



Wayne Willich, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Kelly Ek, City Clerk



**DEPARTMENTAL EXPENDITURES  
ALL FUNDS COMBINED**

	FY 08 Actual	FY 09 Budget	FY 09 Est. Actual	FY 09 Amended Budget	FY 10 Budget
<b>GENERAL FUND</b>					
<b>LEGISLATION</b>					
SALARIES AND WAGES	68,250	85,500	85,500	85,500	85,500
FRINGE BENEFITS	67,637	71,938	68,004	71,938	65,450
OPERATIONAL EXPENDITURES	27,507	16,228	24,228	16,228	23,228
EXTERNAL CONTRACTS	871,380	787,900	740,900	787,900	748,900
<b>TOTAL LEGISLATION</b>	<b>1,034,775</b>	<b>961,566</b>	<b>918,632</b>	<b>961,566</b>	<b>923,078</b>
<b>ADMINISTRATION</b>					
SALARIES AND WAGES	214,709	358,637	366,708	358,637	379,487
FRINGE BENEFITS	82,897	100,086	109,425	100,086	121,791
OPERATIONAL EXPENDITURES	531,733	332,684	331,269	332,684	326,587
<b>TOTAL ADMINISTRATION</b>	<b>829,339</b>	<b>791,407</b>	<b>807,401</b>	<b>791,407</b>	<b>827,865</b>
<b>COMMUNITY DEVELOPMENT</b>					
SALARIES AND WAGES	163,424	172,639	172,250	172,639	178,301
FRINGE BENEFITS	41,315	50,045	54,339	50,045	58,677
OPERATIONAL EXPENDITURES	96,403	98,327	86,439	98,327	99,122
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>301,142</b>	<b>321,010</b>	<b>313,028</b>	<b>321,010</b>	<b>336,100</b>
<b>POLICE</b>					
SALARIES AND WAGES	577,472	654,995	662,559	654,995	679,985
FRINGE BENEFITS	209,637	254,364	260,542	254,364	273,136
OPERATIONAL EXPENDITURES	119,612	151,594	131,000	151,594	145,543
EXTERNAL CONTRACTS	128,241	131,862	130,067	131,862	146,800
<b>TOTAL POLICE</b>	<b>1,034,961</b>	<b>1,192,816</b>	<b>1,184,168</b>	<b>1,192,816</b>	<b>1,245,464</b>
<b>FIRE</b>					
SALARIES AND WAGES	297,364	295,772	337,047	347,407	401,853
FRINGE BENEFITS	72,700	88,390	95,435	92,489	131,337
OPERATIONAL EXPENDITURES	126,125	137,007	148,600	163,007	172,379
<b>TOTAL FIRE</b>	<b>496,189</b>	<b>521,169</b>	<b>581,082</b>	<b>602,903</b>	<b>705,569</b>
<b>BUILDING</b>					
SALARIES AND WAGES	76,373	100,713	98,618	100,713	121,250
FRINGE BENEFITS	22,519	22,462	22,707	22,462	24,405
OPERATIONAL EXPENDITURES	24,064	43,343	17,000	43,343	31,188
<b>TOTAL BUILDING</b>	<b>122,956</b>	<b>166,519</b>	<b>138,325</b>	<b>166,519</b>	<b>176,843</b>
<b>OTHER GENERAL GOVERNMENT</b>	<b>236,214</b>	<b>285,725</b>	<b>0</b>	<b>285,725</b>	<b>200,000</b>
<b>TOTAL OTHER GEN GOVT</b>	<b>236,214</b>	<b>285,725</b>	<b>0</b>	<b>285,725</b>	<b>200,000</b>

**DEPARTMENTAL EXPENDITURES  
ALL FUNDS COMBINED**

	FY 08 Actual	FY 09 Budget	FY 09 Est. Actual	FY 09 Amended Budget	FY 10 Budget
<b>STREET</b>					
SALARIES AND WAGES	0	0	0	0	196,891
FRINGE BENEFITS	0	0	0	0	95,363
OPERATIONAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>386,029</u>
<b>TOTAL STREET</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>678,283</b>
<b>TOTAL GENERAL FUND</b>	<b>4,055,576</b>	<b>4,240,212</b>	<b>3,942,636</b>	<b>4,321,946</b>	<b>5,093,202</b>
<b>FIXED ASSET FUND</b>					
POLICE DEPARTMENT	61,674	47,000	47,000	47,000	0
FIRE DEPARTMENT	550,675	13,500	30,673	30,695	0
STREET DEPARTMENT	0	25,000	23,131	23,135	0
TRANSIT - CITY	0	150,000	151,990	152,000	0
TECHNOLOGY	5,921	0	1,114	0	0
OTHER	<u>26,251</u>	<u>4,900</u>	<u>0</u>	<u>1,150</u>	<u>2,123</u>
<b>TOTAL FIXED ASSET FUND</b>	<b>644,520</b>	<b>240,400</b>	<b>253,908</b>	<b>253,980</b>	<b>2,123</b>
<b>DEBT SERVICE FUND</b>					
PRINCIPAL EXPENDITURES	786,500	816,000	816,000	816,000	56,000
INTEREST EXPENDITURES	<u>114,858</u>	<u>92,475</u>	<u>92,475</u>	<u>92,475</u>	<u>57,750</u>
<b>TOTAL DEBT SERVICE FUND</b>	<b>901,358</b>	<b>908,475</b>	<b>908,475</b>	<b>908,475</b>	<b>623,750</b>
<b>LAND ACQUISITION FUND</b>					
CAPITAL PROJECTS	0	0	0	0	0
OPERATING TRANSFERS OUT	<u>216,811</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL LAND ACQUISITION FUND</b>	<b>216,811</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL IMPROVEMENT FUND</b>					
<b>CAPITAL PROJECTS</b>					
ROADS & INTERECTIONS	228,943	650,907	650,907	590,907	0
PATHS	799,627	248,135	248,135	248,135	0
BUILDINGS	55,463	5,000	5,000	5,000	0
TRANSIT, PARK & REC FACILITIES	16,571	5,000	5,000	5,000	0
CAPITAL IMPROVEMENT PROGRAM	<u>0</u>	<u>0</u>	<u>0</u>	<u>60,000</u>	<u>0</u>
<b>TOTAL CAPITAL IMPROVEMENT FUND</b>	<b>1,100,604</b>	<b>909,042</b>	<b>909,042</b>	<b>909,042</b>	<b>375,018</b>

**DEPARTMENTAL EXPENDITURES  
ALL FUNDS COMBINED**

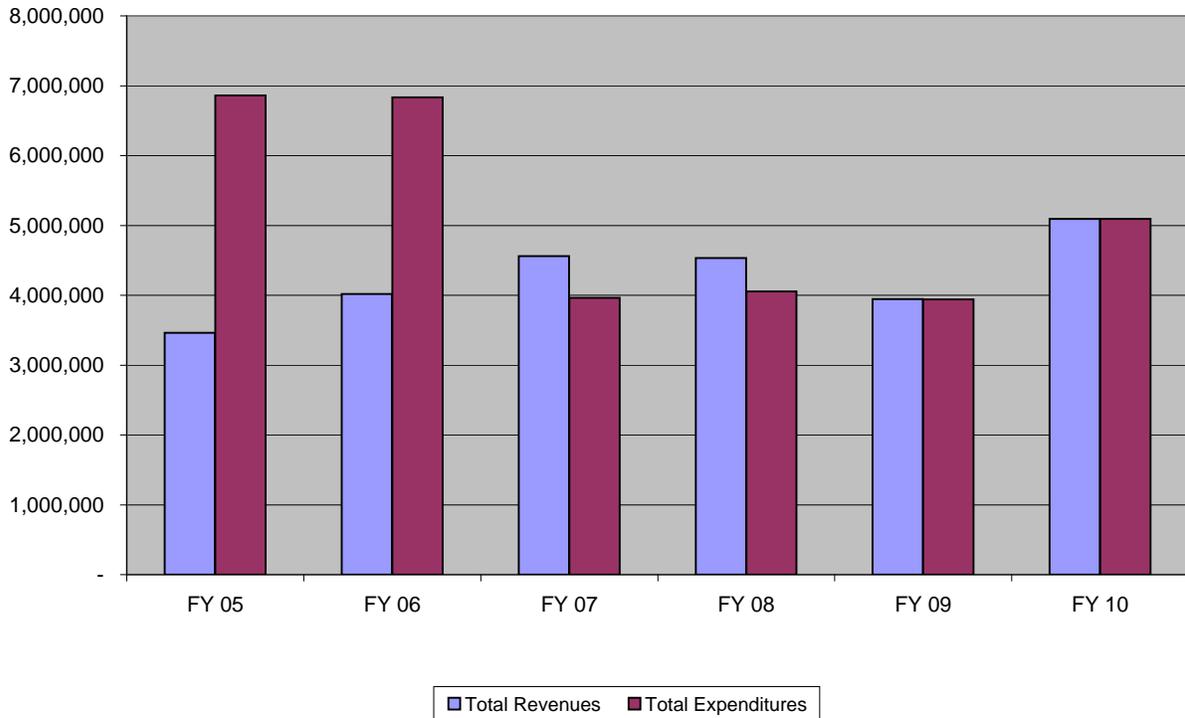
	<b>FY 08 Actual</b>	<b>FY 09 Budget</b>	<b>FY 09 Est. Actual</b>	<b>FY 09 Amended Budget</b>	<b>FY 10 Budget</b>
<b>STREET FUND</b>					
SALARIES AND WAGES	203,831	181,231	194,732	181,231	0
FRINGE BENEFITS	86,663	91,914	97,581	91,914	0
OPERATIONAL EXPENDITURES	<u>291,988</u>	<u>434,798</u>	<u>396,921</u>	<u>434,798</u>	<u>0</u>
<b>TOTAL STREET FUND</b>	<b>582,482</b>	<b>707,943</b>	<b>689,234</b>	<b>707,943</b>	<b>0</b>
<b>WORKFORCE HOUSING FUND</b>					
OPERATING EXPENDITURES	61,579	4,128	76,996	76,996	7,696
CAPITAL PROJECTS	<u>0</u>	<u>11,847</u>	<u>10,004</u>	<u>10,004</u>	<u>10,004</u>
<b>TOTAL WORKFORCE HOUSING FUND</b>	<b>61,579</b>	<b>15,975</b>	<b>17,700</b>	<b>17,700</b>	<b>17,700</b>
<b>GRAND TOTAL</b>	<b>7,562,930</b>	<b>7,022,047</b>	<b>6,720,995</b>	<b>7,119,086</b>	<b>6,111,793</b>

**NUMBER OF FULL TIME EQUIVALENT EMPLOYEES BY DEPARTMENT**

	<b>FY 08 Actual</b>	<b>FY 09 Budget</b>	<b>FY 10 Budget</b>
<b>Administration Department</b>			
Administrator	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00
Finance Manager/Treasurer	1.00	1.00	1.00
Administrative Receptionist	1.00	1.00	1.00
Assistant to Finance Manager	<u>.50</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Administration Department</b>	<b>4.50</b>	<b>5.00</b>	<b>5.00</b>
<b>Community Development</b>			
Community Development Director	1.00	1.00	1.00
Principal Planner	1.00	1.00	1.00
Recording Secretary	0.10	0.10	0.10
GIS Analyst	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>
<b>Total Community Development</b>	<b>2.30</b>	<b>2.30</b>	<b>2.30</b>
<b>Police Department</b>			
Police Chief	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00
Assistant Police Chief	1.00	1.00	1.00
Sergeants	2.00	2.00	2.00
Corporal and Patrol Officers	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
<b>Total Police Department</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>
<b>Fire Department</b>			
Fire Chief	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00
Code Enforcement Officer	0	1.00	1.00
Training Officer	0	0	1.00
Paid on Call Firefighters	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>
<b>Total Fire Department</b>	<b>5.30</b>	<b>6.30</b>	<b>7.30</b>
<b>Building Department</b>			
Building Official	1.00	1.00	1.00
Assistant	<u>0.35</u>	<u>0.35</u>	<u>0.35</u>
<b>Total Building Safety Department</b>	<b>1.35</b>	<b>1.35</b>	<b>1.35</b>
<b>Street Department</b>			
Street Superintendent	1.00	1.00	1.00
Street Supervisor	1.00	1.00	1.00
Main Worker/Equip Operator	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Street Department</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b>GRAND TOTAL</b>	<b>27.45</b>	<b>28.95</b>	<b>29.95</b>

**STATEMENT OF GENERAL FUND  
REVENUES BY SOURCE AND EXPENDITURES BY FUNCTION  
LAST FIVE YEARS**

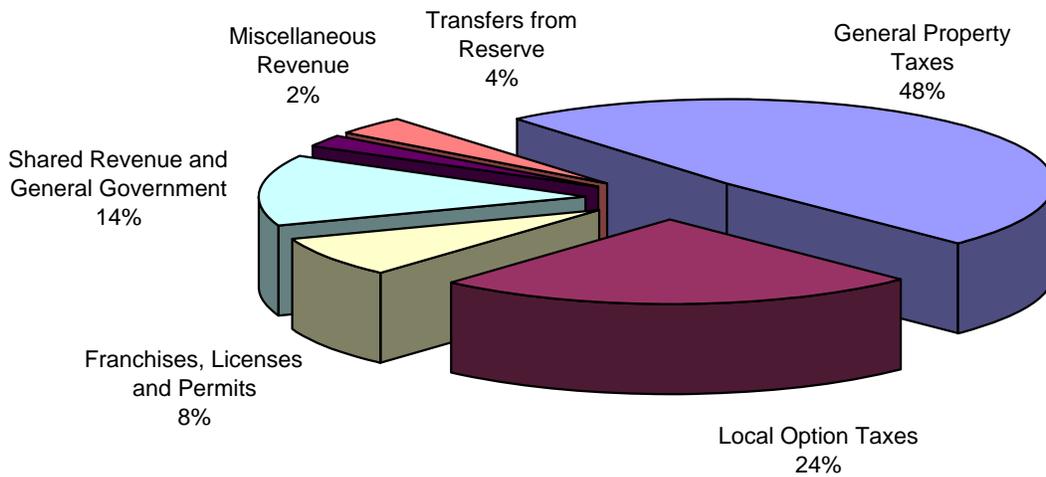
	FY 05 Actual	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Est. Actual	FY 10 Budget
<b>Revenues:</b>						
General Property Taxes	981,538	1,009,339	1,319,930	1,262,829	1,326,567	2,471,868
Local Option Taxes	1,151,773	1,411,173	1,463,013	1,443,253	1,232,825	1,232,825
Franchises, Licenses and Permits	375,439	455,818	573,820	668,591	283,322	392,284
Shared Revenue -General Gov.	724,978	847,672	888,472	819,971	687,578	715,299
Miscellaneous Revenue	226,975	295,278	314,865	339,636	113,351	98,404
Transfers from Reserve	-	-	-	-	302,969	182,523
<b>TOTAL Revenues</b>	<b>3,460,703</b>	<b>4,019,279</b>	<b>4,560,100</b>	<b>4,534,280</b>	<b>3,946,612</b>	<b>5,093,203</b>
<b>Expenditures</b>						
Legislation	2,375,990	2,649,551	1,445,786	1,034,775	918,632	923,078
Administration	1,309,671	1,069,819	647,080	829,339	807,401	827,865
Community Development	354,519	541,259	357,937	301,142	313,028	336,100
Police	1,504,796	1,573,143	875,605	1,034,961	1,184,168	1,245,464
Fire	540,422	558,672	376,616	496,190	581,082	705,569
Building	70,129	177,690	128,800	122,956	138,325	176,843
Other Government	703,274	262,025	132,982	236,214	-	200,000
Street	0	0	0	0	0	678,283
<b>TOTAL Expenditures</b>	<b>6,858,800</b>	<b>6,832,158</b>	<b>3,964,805</b>	<b>4,055,577</b>	<b>3,942,636</b>	<b>5,093,202</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>(3,398,097)</b>	<b>(2,812,879)</b>	<b>595,295</b>	<b>478,703</b>	<b>3,976</b>	<b>1</b>



**ANTICIPATED REVENUE TO BE RECEIVED IN FY 10  
GENERAL FUND SUMMARY BY REVENUE**

	FY 08 ACTUAL	FY 09 BUDGET	FY 09 AMENDED BUDGET	FY 09 ESTIMATED ACTUALS	FY 10 BUDGET
General Property Taxes	1,262,829	1,312,152	1,312,152	1,326,567	2,471,868
Local Option Taxes	1,443,253	1,450,382	1,450,382	1,232,825	1,232,825
Franchises, Licenses and Permits	668,591	363,969	363,969	283,322	392,284
Shared Revenue and General Government	819,971	756,130	756,130	687,578	715,299
Miscellaneous Revenue	339,636	134,344	134,344	113,351	98,404
Transfers from Reserve	0	223,235	304,969	302,969	182,523
<b>Total General Fund Revenue</b>	<b>4,534,281</b>	<b>4,240,212</b>	<b>4,321,946</b>	<b>3,946,612</b>	<b>5,093,202</b>

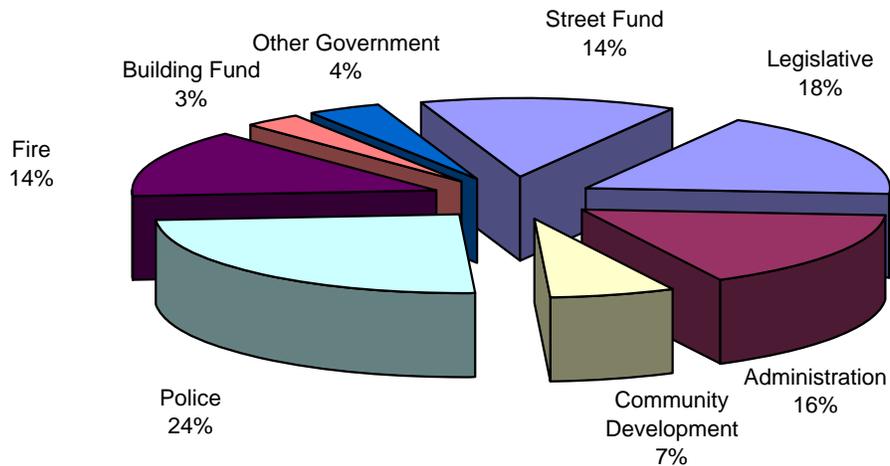
Fiscal Year 2010



## GENERAL FUND BUDGETS FY 10

	FY 08 ACTUAL	FY 09 BUDGET	FY 09 Amended Budget	FY 09 EST. ACTUALS	FY 10 BUDGET
<b>Legislative</b>	1,034,775	961,566	961,566	918,632	923,078
<b>Administration</b>	829,339	791,407	791,407	807,401	827,865
<b>Community Development</b>	301,142	321,010	321,010	313,028	336,100
<b>Police</b>	1,034,961	1,192,816	1,192,816	1,184,168	1,245,464
<b>Fire</b>	496,190	521,169	602,904	581,082	705,569
<b>Building</b>	122,956	166,519	166,519	138,325	176,843
<b>Other Government</b>	236,214	285,725	285,725	0	200,000
<b>Street</b>	Street Department was previously presented as a separate fund.				678,283
<b>TOTAL GENERAL FUND</b>	<b>4,055,576</b>	<b>4,240,212</b>	<b>4,321,947</b>	<b>3,942,636</b>	<b>5,093,202</b>

Fiscal Year 2010



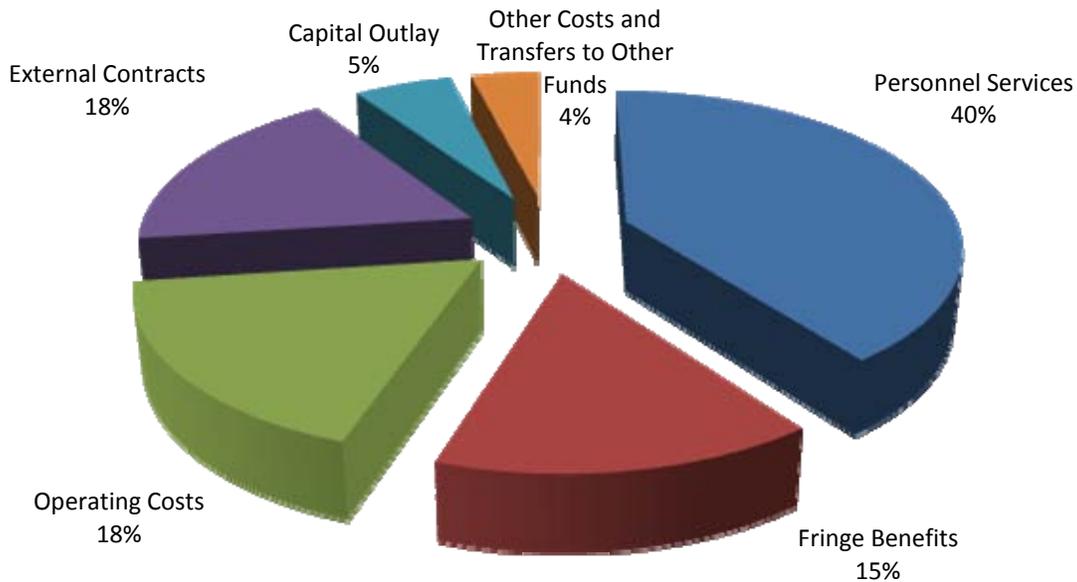
**GENERAL FUND BUDGET FY 10  
SUMMARY BY LINE ITEM EXPENDITURE**

<u>LINE CODE</u> <u>EXPENDITURE CLASSIFICATION</u>		FY 08	FY 09	FY 09	FY 09 ESTIM.	FY 10
		ACTUALS	BUDGET	AMENDED BUDGET	ACTUALS	BUDGET
<b>Personnel Services</b>						
110, 120	Employee Salaries	1,329,342	1,599,257	1,650,892	1,638,681	1,959,268
411-110	Elected Official Salary	<u>68,250</u>	<u>69,000</u>	<u>69,000</u>	<u>69,000</u>	<u>69,000</u>
<b>TOTAL Personnel Services</b>		<b>1,397,592</b>	<b>1,668,257</b>	<b>1,719,892</b>	<b>1,707,681</b>	<b>2,028,268</b>
<b>Fringe Benefits</b>						
210	FICA Expense	100,402	125,212	126,102	129,375	157,005
220	PERSI Expense	137,025	167,688	168,896	164,571	203,016
200	Wellness Benefit	8,769	14,400	14,400	14,400	20,150
250	Health, Dental & Life Insurance	249,010	279,986	281,986	302,105	381,587
270	Merit Increases - all classified Employees	<u>1,500</u>	<u>0</u>	<u>0</u>	<u>15,000</u>	<u>15,000</u>
<b>TOTAL Fringe Benefits</b>		<b>496,705</b>	<b>587,286</b>	<b>591,384</b>	<b>625,451</b>	<b>776,758</b>
<b>Operating Costs</b>						
240	Workers Compensation	31,176	33,636	33,636	38,967	52,801
280	State Unemployment	2,717	7,350	7,350	5,000	1,000
285	P & Z Expense Reimbursement	12,400	24,750	24,750	24,750	25,875
290	Housing Allowance	6,000	6,500	6,500	6,500	14,900
418-290	Planning Bus Exp	838	1,700	1,700	1,600	1,700
310	Office/Operating Supplies	23,906	29,029	29,029	26,455	27,190
315	Janitorial Supplies	2,214	3,455	3,455	3,455	4,100
320	Operating Supplies	16,306	20,536	20,536	25,275	30,890
321	Police Trust Account	0	5,000	5,000	5,000	5,000
325	Medical Safety Supplies	4,173	5,000	5,000	10,000	7,000
340	Minor Equipment	7,969	8,350	8,350	10,850	10,865
345	Safety Equipment	202	750	750	750	750
347	Records Mgmt System - Police/fire	18,314	23,379	23,379	23,379	24,550
350	Motor Fuels & Lubricants	39,122	41,600	41,600	34,100	42,250
370	Postage	2,061	3,234	3,234	3,234	3,225
421	Audit	5,350	9,250	9,250	9,250	9,250
423	Contract Labor	17,450	20,380	20,380	20,380	21,000
424	Interim City Administrator	88,656	0	0	0	0
425	Attorney Fees	81,667	80,000	80,000	80,000	80,000
426	Investigative Expert Svcs	250	2,500	2,500	0	2,500
427	Computer Consultants	25,644	25,000	25,000	25,000	25,000
428	MOBILE HEALTH SERVICES	0	0	0	0	9,582
430	Newsletter & Annual Reports w/ postage	0	3,000	3,000	3,000	3,000
433	Attorney Fee	69,666	0	0	0	0
434	Supp Allowance - City Administrator	9,523	12,000	12,000	12,000	12,000
435	Website	2,280	1,000	1,000	1,000	1,000
437	Comp Plan	0	2,500	2,500	0	2,500
440	Advertising & Legal Publishing	17,720	15,000	15,000	11,000	18,000
441	Informational Services	65	750	750	0	500
465	Insurance - Liability Fund	51,883	63,109	63,109	58,109	60,448
470	Travel, Training and Meetings	33,883	41,948	41,948	39,248	44,850
475	Meetings, Conventions & Conf	3,652	2,500	2,500	2,500	2,500
476	City Functions	17,481	10,000	10,000	12,000	12,000
480	Dues/Subscriptions/Memberships	12,495	9,775	9,775	13,900	20,075
481	Regional Planning	25,000	0	0	0	0
491	Advertising & Recruitment	62,911	1,000	1,000	0	1,000
493	Physical Examinations	424	750	750	0	500
500	Custodial & Cleaning Services	14,834	15,600	15,600	15,400	15,500
510	Telephone & Communications	22,770	35,756	35,756	27,009	26,800
521	Utilities	29,368	28,000	28,000	28,000	28,000
536	Sanding/Mag Chloride	0	0	0	0	12,000
540	Rental - Office Furn & Equip	307	756	756	3,300	3,750
555	Rental - Equipment	4,917	5,000	5,000	2,500	3,500
570	Rental Prop & Equip - other	1,950	2,900	2,900	2,900	3,900
576	Turnouts - Replacement & Maint	9,240	6,000	6,000	6,200	6,200

**GENERAL FUND BUDGET FY 10  
SUMMARY BY LINE ITEM EXPENDITURE**

		FY 08	FY 09	FY 09	FY 09	FY 10
		ACTUALS	BUDGET	AMENDED BUDGET	ESTIM. ACTUALS	BUDGET
580	Repair/Maint - Office Furn/Equip	5,037	3,800	3,800	4,100	2,160
585	Repair & Maint - Buildings	5,424	12,166	36,167	10,000	23,500
590	Repair/Maint - Grounds	1,316	3,603	3,603	2,903	1,000
591	Repair/Maint/Cleaning Streets	0	0	0	0	4,500
592	Striping	0	0	0	0	25,000
595	Repair & Maint - Equipment	21,918	17,892	17,892	17,000	36,000
596	Repair/Maint Small Equipment	0	0	0	0	2,000
600	Repair/Maint - Automotive Equip	24,364	20,508	20,508	22,608	27,800
610	Repair/Maint - other	861	1,250	1,250	1,250	2,250
614	Repair & Maint - Buildings	0	0	0	0	3,000
615	Repair/Maint - Radio Service	5,954	5,500	5,500	11,500	11,500
620	Landscape Services	0	0	0	0	2,000
621	Noxious Weed Control	0	0	0	0	15,000
630	Laundry	4,143	6,013	6,013	4,700	5,300
631	Uniforms - Fire and Stree	4,760	3,500	3,500	4,500	5,500
665	Uniforms - Police	2,809	4,957	4,957	4,957	5,100
680	Bank Charges	2,825	1,500	1,500	2,500	2,400
695	Vehicle Towing	0	250	250	250	250
800	Elections	1,224	2,500	2,500	500	500
420/429	Professional Fees	37,395	43,000	43,000	24,757	45,500
421-424	Medical Services	0	500	500	0	500
422/423	Engineering-City General	<u>6,888</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	<b>TOTAL Operating Costs</b>	<b>901,705</b>	<b>745,682</b>	<b>769,683</b>	<b>713,536</b>	<b>908,211</b>
<b>External Contracts</b>						
586	Communications-Police/Fire Dispatch	0	0	0		
428	Prosecution of Misdemeanors	22,530	25,000	25,000	23,205	24,000
692	Econ Develop, Cul & Infor Ser	338,000	335,000	335,000	328,000	330,000
694	Public Transit Services	380,000	380,000	380,000	380,000	380,000
600	Community Program Support	11,000	0	0	0	0
603	Recreational Services	30,000	60,000	60,000	30,000	30,000
604	YMCA Recreation Support	75,000	0	0	0	0
605	Community Housing Services	35,000	10,000	10,000	0	0
606	Wood River Ride Share	0	0	0	0	0
698	USGS Study	<u>2,380</u>	<u>2,900</u>	<u>2,900</u>	<u>2,900</u>	<u>2,900</u>
	<b>TOTAL External Contracts</b>	<b>999,621</b>	<b>919,762</b>	<b>919,762</b>	<b>870,967</b>	<b>895,700</b>
<b>Capital Outlay</b>						
740	Office Furniture & Equipment	13,704	28,000	28,000	19,500	19,165
741	Machinery	0	0	0	0	6,000
753	Radios - Handheld	2,227	2,500	2,500	2,500	3,600
770	Animal Control	2,545	1,500	1,500	1,500	2,000
780	Drug Dog Program	5,263	1,500	1,500	1,500	1,500
780	Roads and Path Maintenance	0	0	0	0	250,000
790	Land Maintenance 5 Acre Parcel	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,000</u>
	<b>TOTAL Capital Outlay</b>	<b>23,740</b>	<b>33,500</b>	<b>33,500</b>	<b>25,000</b>	<b>284,265</b>
<b>Other Costs and Transfers to Other Funds</b>						
800	Contingency	0	285,725	285,725	0	200,000
951	Transfer out Capital Improvement Fund	123,214	0	0	0	0
952	Transfer out Fixed Asset Replacement Fund	52,000	0	0	0	0
953	Transfer out Street Fund	0	0	0	0	0
954	Transfer out Workforce Housing Fund	<u>61,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>TOTAL Other Costs and Trans. to other funds</b>	<b>236,214</b>	<b>285,725</b>	<b>285,725</b>	<b>0</b>	<b>200,000</b>
<b>GRAND TOTAL</b>		<b>4,055,577</b>	<b>4,240,212</b>	<b>4,319,946</b>	<b>3,942,636</b>	<b>5,093,202</b>

## TOTAL FY 10 BUDGETED EXPENDITURES GENERAL FUND



**Total \$5,093,202**

**Personnel Services:** Salaries of employees in permanent, temporary, full-time and part-time positions and elected officials.

**Fringe Benefits:** Compensation to individuals other than salary such as health insurance, retirement, employee assistance program.

**Operating Costs:** Costs and expenses for direct operating expenditures associated with the management and operation of the City.

**External Contracts:** Contracts outside agencies to provide programs and services.

**Capital Outlay:** Purchase of machinery and equipment items which have an estimated useful life of more than two years.

**Other Costs and Transfers to Other Funds:** Expenses that do not fall within an established category such as contingency and transfers from the General Fund to another City fund.

# GENERAL FUND BUDGETS



City of Sun Valley officials and staff participate in a variety of events and activities during the year.





## GENERAL FUND LEGISLATION DEPARTMENT



Photo Courtesy of Nils Ribi

The Mayor and City Council are the elected representatives of the City and act as the policy-making legislative body. The Mayor and Council act on the City's laws known as resolutions and ordinances which reflect policy positions and authorize City actions. Each year the City Council adopts a fiscal budget of appropriations and retains control over transfers or supplements between the various activities of that budget.

The Mayor and Council are elected at-large for staggered four-year terms on a biennial basis. The City Council normally holds regular meetings on the third Thursday of each month.

Annually, the City Council and Mayor discuss and adopt Council Priorities for the year. There are five goal areas including Financial Planning, Community Development, Economic Development, Communication and Collaboration and Organizational Leadership. Within each goal area, objectives have been identified and placed in a time frame of either short-term within the budget year, mid-term within the calendar year, or long-term within the election term. Each goal area is supported by a strategic foundation. The FY 10 Council Priorities are included in the Supplemental Section of this budget document.



**LEGISLATION DEPARTMENT BUDGET FY 10**

		FY 08	FY 09	FY 09	FY 09	FY 10
		ACTUALS	BUDGET	AMENDED BUDGET	ESTIMATED ACTUALS	BUDGET
<b>GENERAL FUND 400</b>						
<b>411</b>	<b>LEGISLATION</b>					
	<b>SALARIES AND WAGES</b>					
10-411-110	SALARIES AND WAGES	68,250	69,000	69,000	69,000	69,000
10-411-121	CITY ADMIN COMPENSATION	<u>0</u>	<u>16,500</u>	<u>16,500</u>	<u>16,500</u>	<u>16,500</u>
	<b>TOTAL SALARIES AND WAGES</b>	<b>68,250</b>	<b>85,500</b>	<b>85,500</b>	<b>85,500</b>	<b>85,500</b>
	<b>FRINGE BENEFITS</b>					
	PHYSICAL INCENTIVE PROGRAM	700	1,750	1,750	1,750	2,250
10-411-210	FICA CONTRIBUTION	4,672	5,279	5,279	5,279	5,279
10-411-220	RETIREMENT CONTRIBUTION	6,935	7,169	7,169	7,169	7,169
10-411-250	HEALTH INSURANCE	<u>55,330</u>	<u>57,741</u>	<u>57,741</u>	<u>53,807</u>	<u>50,753</u>
	<b>TOTAL FRINGE BENEFITS</b>	<b>67,637</b>	<b>71,938</b>	<b>71,938</b>	<b>68,004</b>	<b>65,450</b>
	<b>OPERATIONAL EXPENDITURES</b>					
10-411-240	WORKERS COMPENSATION	246	228	228	228	228
10-411-429	PROFESSIONAL FEES	3,072	0	0	7,000	7,000
10-411-470	PROFESSIONAL TRAINING	669	0	0	0	0
10-411-475	METGS, CONV & CONF.	3,652	2,500	2,500	2,500	2,500
10-411-476	CITY FUNCTIONS	17,481	10,000	10,000	12,000	12,000
10-411-740	OFFICE FURN & EQUIPMENT	1,163	1,000	1,000	2,000	1,000
10-411-800	ELECTIONS	<u>1,224</u>	<u>2,500</u>	<u>2,500</u>	<u>500</u>	<u>500</u>
	<b>TOTAL OPERATIONAL EXPENDITURES</b>	<b>27,507</b>	<b>16,228</b>	<b>16,228</b>	<b>24,228</b>	<b>23,228</b>
	<b>EXTERNAL CONTRACTS</b>					
10-411-600	COMM PROG SUPPORT	11,000	0	0	0	0
10-411-603	RECREATIONAL SERVICES	30,000	60,000	60,000	30,000	30,000
10-411-604	YMCA RECREATION SUPPORT	75,000	0	0	0	0
10-411-605	COMM HOUSING SERVICES	35,000	10,000	10,000	0	0
10-411-692	ECON DEVELOP, CULTURAL & INFORMATIONAL SERVICES	338,000	335,000	335,000	328,000	336,000
10-411-694	PUBLIC TRANSIT SERVICES	380,000	380,000	380,000	380,000	380,000
10-411-xxx	USGS STUDY	<u>2,380</u>	<u>2,900</u>	<u>2,900</u>	<u>2,900</u>	<u>2,900</u>
	<b>TOTAL EXTERNAL CONTRACTS</b>	<b>871,380</b>	<b>787,900</b>	<b>787,900</b>	<b>740,900</b>	<b>748,900</b>
<b>LEGISLATION TOTALS</b>		<b>1,034,775</b>	<b>961,566</b>	<b>961,566</b>	<b>918,632</b>	<b>923,078</b>



## GENERAL FUND ADMINISTRATION DEPARTMENT



Administration staff is responsible for reception, administration, financial, risk management and human resources. The City Administrator is included with the Administration Department. The City Administrator has the responsibility of carrying out the Mayor and City Council policies and directives. City Departments report to the City Administrator.

Financial Management is one of the primary responsibilities of City Administration. Financial Management includes financial reporting; development, coordination, implementation and oversight of the annual budget; long range forecasting; all accounting functions, including payroll, accounts receivables and payables; purchasing coordination and development and coordination of the annual property tax levy.

City Administration is responsible for human resource management. The primary focus is on wages, employee benefits, personnel rules and regulations in order to achieve a productive City workforce. Responsibilities include preparation and certification of biweekly payrolls, maintenance of personnel files and records, conducting pre-employment examinations, administration of employee benefit programs within the boundaries of federal and state laws including all wage and labor laws applicable to the City.

City Administration is responsible for information technology for the City. This responsibility includes ensuring that software and hardware components are updated and maintained. The proper functioning of computers, printers, telephones, copiers and cameras fall within this category.

The City Clerk is also included with this department. The Clerk is responsible for filing and keeping the City's vital records including city council meeting minutes, voter registration, voter ballots, and legal notices required by law. In addition, the clerk organizes and collects the City's Local Option Taxes, the second largest source of revenue for the City. The City Clerk provides administrative support and assistance to the Mayor and City Council. This responsibility includes coordination and distribution of information to elected officials and assistance in registration and travel itineraries for local and state meetings.

**NUMBER OF FULL TIME EQUIVALENT  
ADMINISTRATION DEPARTMENT**

	<b>FY 08 Budget</b>	<b>FY 08 Actual</b>	<b>FY 09 Budget</b>	<b>FY 10 Budget</b>
<b>Administration Department</b>				
Administrator	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Finance Manager/Treasurer	1.00	1.00	1.00	1.00
Administrative Receptionist	1.00	1.00	1.00	1.00
Assistant to Finance Manager	<u>1.00</u>	<u>0.50</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Administration Department</b>	<b>5.00</b>	<b>4.50</b>	<b>5.00</b>	<b>5.00</b>

**Total Salaries \$379,487**

**ADMINISTRATION DEPARTMENT BUDGET FY 10**

		FY 08	FY 09	FY 09	FY 09	FY 10
		ACTUALS	BUDGET	AMENDED	ESTIMATED	BUDGET
				BUDGET	ACTUALS	BUDGET
<b>GENERAL FUND 400</b>						
<b>415</b>	<b>ADMINISTRATION</b>					
	<b>SALARIES AND WAGES</b>					
10-415-110	SALARIES AND WAGES	196,357	343,637	343,637	351,708	364,487
10-415-120	MERIT INCREASES	<u>18,352</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>
	<b>TOTAL SALARIES AND WAGES</b>	<b>214,709</b>	<b>358,637</b>	<b>358,637</b>	<b>366,708</b>	<b>379,487</b>
<b>FRINGE BENEFITS</b>						
10-415-270	MERIT TAXES/PERSI/WC	1,500	0	0	0	0
10-415-200	PHYSICAL INCENTIVE PROGRAM	1,578	1,750	1,750	1,750	2,250
10-415-210	FICA CONTRIBUTION	16,127	26,288	26,288	26,906	29,031
10-415-220	RETIREMENT CONTRIBUTION	23,065	41,704	41,704	36,542	45,769
10-415-250	HEALTH INSURANCE	37,070	33,394	33,394	34,491	34,181
10-415-255	HRA REIMBURSEMENT - 30%		(10,000)	(10,000)		
10-415-260	LIFE INSURANCE	<u>3,556</u>	<u>6,950</u>	<u>6,950</u>	<u>9,736</u>	<u>10,560</u>
	<b>TOTAL FRINGE BENEFITS</b>	<b>82,897</b>	<b>100,086</b>	<b>100,086</b>	<b>109,425</b>	<b>121,791</b>
<b>OPERATIONAL EXPENDITURES</b>						
10-415-240	WORKERS COMPENSATION	2,265	1,920	1,920	1,925	2,079
10-415-280	STATE UNEMPLOYMENT	2,717	2,000	2,000	5,000	0
10-415-310	OFFICE / OPERATING SUPPLIES	14,752	17,350	17,350	17,350	17,350
10-415-315	JANITORIAL SUPPLIES	904	1,420	1,420	1,420	1,500
10-415-350	MOTOR FUELS & LUBRICANTS	1,370	600	600	6,000	750
10-415-370	POSTAGE	2,006	3,000	3,000	3,000	3,000
10-415-420	PROFESSIONAL FEES	9,543	10,000	10,000	10,750	12,000
10-415-424	INTERIM CITY ADMINISTRATOR	88,656	0	0	0	0
10-415-434	SUPP ALLOW - CITY ADMIN	9,523	12,000	12,000	12,000	12,000
10-415-421	AUDIT	5,350	9,250	9,250	9,250	9,250
10-415-xxx	LOT AUDIT	0	0	0	0	0
10-415-423	ENGINEERING- CITY GENERAL	2,241	0	0	0	0
10-415-425	ATTORNEY FEES	81,667	80,000	80,000	80,000	80,000
10-415-433	ATTORNEY FEES - LITIGATION & NON-COVERED SERVICES	69,666	0	0	0	0
10-415-427	COMPUTER CONSULTANTS	25,644	25,000	25,000	25,000	25,000
10-415-430	NEWSLTR & POSTAGE	0	3,000	3,000	3,000	3,000
10-415-435	WEBSITE	2,280	1,000	1,000	1,000	1,000
10-415-440	PUBLISHING	7,303	5,000	5,000	5,000	7,000
10-415-465	INSURANCE - LIABILITY FUND	51,883	63,109	63,109	58,109	60,448
10-415-470	TRAVEL, TRAINING & MEETINGS	9,974	8,700	8,700	10,000	10,000
10-415-480	DUES/SUBSCRIPTIONS/ MEMBERSHIPS	8,240	3,500	3,500	6,000	10,000
10-415-491	ADVERTISING & RECRUITMENT	62,911	1,000	1,000	0	1,000
10-415-500	CUSTODIAL SERVICES	14,489	14,500	14,500	14,500	14,500
10-415-510	TELEPHONE & COMMUNICATIONS	15,184	24,747	24,747	16,000	13,000
10-415-521	UTILITIES	29,368	28,000	28,000	28,000	28,000
10-415-540	RENTAL - OFFICE FURN & EQUIP	307	756	756	3,300	3,750

**ADMINISTRATION DEPARTMENT BUDGET FY 10**

	<b>FY 08</b>	<b>FY 09</b>	<b>FY 09</b>	<b>FY 09</b>	<b>FY 10</b>
	<b>ACTUALS</b>	<b>BUDGET</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
			<b>BUDGET</b>	<b>ACTUALS</b>	
10-415-580 REPAIR/MAINT - OFFICE FURN/EQ	4,922	3,500	3,500	3,500	1,560
10-415-585 REPAIR & MAINT - BUILDINGS	1,217	7,166	7,166	5,000	3,500
10-415-590 REPAIR/MAINT - GROUNDS	124	1,103	1,103	1,103	500
10-415-600 REPAIR/MAINT - AUTOMOTIVE EQ	0	562	562	562	1,000
10-415-680 BANK CHARGES	2,825	1,500	1,500	2,500	2,400
10-415-740 OFFICE & COMPUTER EQUIPMENT	<u>4,401</u>	<u>3,000</u>	<u>3,000</u>	<u>2,000</u>	<u>3,000</u>
<b>TOTAL OPERATIONAL</b>					
<b>EXPENDITURES</b>	<b>531,733</b>	<b>332,684</b>	<b>332,684</b>	<b>331,269</b>	<b>326,587</b>
<b>ADMINISTRATION TOTALS</b>	<b>829,339</b>	<b>791,407</b>	<b>791,407</b>	<b>807,401</b>	<b>827,865</b>



## GENERAL FUND COMMUNITY DEVELOPMENT DEPARTMENT



Photo Courtesy of Nils Ribí

The Community Development Department provides a responsive and high level of professional planning service to the public, development community, Planning and Zoning Commission, City Council and the Mayor. The Department is responsible for the timely processing of development applications, interpretation and implementation of the Municipal Code and the Comprehensive Plan, participation and leadership in regional planning efforts, coordination of code enforcement efforts, assistance to the Building Department in processing building permit applications and monitoring construction activities, and coordination of special projects with other City Departments for the Council and Commission.

The City of Sun Valley has enjoyed recent development projects with the successful opening of numerous regionally important public amenities, including the Sun Valley Pavilion, Sun Valley Golf and Nordic Center, Sun Valley Gun Club, White Clouds golf course and the substantial completion of the Elkhorn Springs project.

The Community Development Department remains involved with the ongoing construction at the White Clouds subdivision on Trail Creek Road. This year will see the construction of the project's public street and infrastructure improvements, public pathways, landscaping, trail connections and the beginning of residential construction.

Along with various infill development projects, the Department continues to implement key action items within the adopted 2005 Comprehensive Plan Update. Opportunities for public involvement and comment in 2010, include finalizing a workforce housing plan with an emphasis on housing the City's emergency services personnel, developing and implementing a plan for

use of the City's 5-acre park site located on Sun Valley Road, and revising and introducing bulk and mass design guidelines for residential zones. Work will continue on implementing the open space and recreational zoning designations listed in the Sun Valley Municipal Code, along with development of a Master Trails Plan that will include linkages to trails located adjacent to the City of Sun Valley. In addition, the Department will review the City's Area of City Impact standards, and complete a 5-year review of the Comprehensive Plan.

**NUMBER OF FULL TIME EQUIVALENT EMPLOYEES  
COMMUNITY DEVELOPMENT DEPARTMENT**

	<b>FY 08 Budget</b>	<b>FY 08 Actual</b>	<b>FY 09 Budget</b>	<b>FY10 Budget</b>
<b>Community Development</b>				
Community Development Director	1.00	1.00	1.00	1.00
Principal Planner	1.00	1.00	1.00	1.00
Recording Secretary	0.10	0.10	0.10	0.10
GIS Analyst	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>
<b>Total Community Development</b>	<b>2.30</b>	<b>2.30</b>	<b>2.30</b>	<b>2.30</b>

**Total Salaries \$178,301**

**COMMUNITY DEVELOPMENT DEPARTMENT BUDGET FY 10**

		<b>FY 08</b>	<b>FY 09</b>	<b>FY 09</b>	<b>FY 09</b>	<b>FY 10</b>
		<b>ACTUALS</b>	<b>BUDGET</b>	<b>AMENDED</b>	<b>ESTIM.</b>	<b>BUDGET</b>
				<b>BUDGET</b>	<b>ACTUALS</b>	<b>BUDGET</b>
<b>GENERAL FUND 400</b>						
<b>418</b>	<b>COMMUNITY DEVELOPMENT</b>					
	<b>SALARIES AND WAGES</b>					
10-418-110	SALARIES AND WAGES	<u>163,424</u>	<u>172,639</u>	<u>172,639</u>	<u>172,250</u>	<u>178,301</u>
	<b>TOTAL SALARIES AND WAGES</b>	<b>163,424</b>	<b>172,639</b>	<b>172,639</b>	<b>172,250</b>	<b>178,301</b>
<b>FRINGE BENEFITS</b>						
10-418-200	PHYSICAL INCENTIVE PROGRAM	350	700	700	700	900
10-418-210	FICA CONTRIBUTION	11,046	13,207	13,207	13,177	15,619
10-418-220	RETIREMENT CONTRIBUTION	15,454	17,937	17,937	17,897	18,525
10-418-250	HEALTH INSURANCE	<u>14,465</u>	<u>18,201</u>	<u>18,201</u>	<u>22,565</u>	<u>23,632</u>
	<b>TOTAL FRINGE BENEFITS</b>	<b>41,315</b>	<b>50,045</b>	<b>50,045</b>	<b>54,339</b>	<b>58,676</b>
<b>OPERATIONAL EXPENDITURES</b>						
10-418-240	WORKERS COMPENSATION	1,822	1,692	1,692	1,797	1,747
10-418-285	P&Z EXPENSE REIMBURSEMENT	12,400	24,750	24,750	24,750	25,875
10-418-290	PLANNING BUS EXP	838	1,700	1,700	1,600	1,700
10-418-310	OFFICE / OPERATING SUPPLIES	3,302	5,305	5,305	5,305	5,500
10-418-350	MOTOR FUELS & LUBRICANTS	276	1,500	1,500	600	0
10-418-420	PROFESSIONAL FEES	8,313	8,000	8,000	6,007	8,000
10-418-422	ENGINEERING	4,647	10,000	10,000	10,000	10,000
10-418-423	CONTRACT LABOR	17,450	20,380	20,380	20,380	21,000
10-418-437	COMPREHENSIVE PLAN	0	2,500	2,500	0	2,500
10-418-440	PUBLISHING	10,417	10,000	10,000	6,000	10,000
10-418-470	TRAVEL, TRAINING & MEETINGS	5,899	6,800	6,800	6,000	6,800
10-418-480	DUES/SUBSCRIPTIONS/ MEMBERSHIPS	763	1,000	1,000	700	1,000
10-418-481	REGIONAL PLANNING	25,000	0	0	0	0
10-418-510	TELEPHONE & COMMUNICATIONS	545	1,200	1,200	1,200	1,500
10-418-600	REPAIR/MAINT - AUTOMOTIVE EQ	860	500	500	100	500
10-418-740	OFFICE FURNITURE & EQUIPMENT	<u>3,871</u>	<u>3,000</u>	<u>3,000</u>	<u>2,000</u>	<u>3,000</u>
	<b>TOTAL OPERATIONAL EXPENDITURES</b>	<b>96,403</b>	<b>98,327</b>	<b>98,327</b>	<b>86,439</b>	<b>99,122</b>
<b>COMMUNITY DEVELOPMENT</b>						
<b>TOTALS</b>		<b>301,142</b>	<b>321,011</b>	<b>321,011</b>	<b>313,028</b>	<b>336,099</b>

## GENERAL FUND POLICE DEPARTMENT



Photo Courtesy of Nils Ribi

The Sun Valley Police Department is responsible for the enforcement of laws of the State of Idaho and ordinances of the City of Sun Valley. The Police Department investigates criminal incidents, traffic collisions and coordinates special traffic detail. The Police Department participates in planning special events with a variety of federal, state and local law enforcement agencies that occur within the City limits such as the Wagon Days Parade, Pavilion Concerts and a variety of athletic events.

The Sun Valley Police Department is comprised of ten sworn officers, one K9 unit, and one civilian employee. The sworn positions include the Police Chief, Assistant Police Chief, two Sergeants and six patrol officers. The K9 unit is assigned to a sworn police officer who works with a specially trained dog. The K9 unit focuses on drug-related cases. The police officer and dog train and work together. They are certified by the State of Idaho to work on drug related cases. The City acquired the drug dog "Dax," shown in the photo to the right, in 2005. Dax and the police officer are specifically trained to search for the odor of drugs.



The Sun Valley Police Chief and his dog "Rocky," shown on the next page, volunteer with Blaine County Search and Rescue. As members of the Search and Rescue team, they work on events involving tracking people by

following the human scent. Although not directly associated with work through the Police Department, responses of the members of the Search and Rescue team are often closely associated with police work in the Wood River Valley. Search and Rescue members have been called to search for criminals and missing people including children, hunters, hikers and skiers. Although Dax's focus is on drug cases he has also been trained to follow the human scent.

In February 2009 the Police and Fire Departments were closely involved with the Special Olympics World Winter Games. Two Olympic events were held in Sun Valley, the cross country ski and the snow board events. The City also hosted the Special Olympics World Winter Games Law Enforcement Torch Run on February 4, 2009.



The Special Olympics "Flame of Hope" lit almost three months earlier in Athens, Greece traveled over five continents and finished its tour in Idaho. The Law Enforcement Torch Run is an international effort of the law enforcement community to raise awareness and funds for the Special Olympics. The local effort was coordinated by Sun Valley Assistant Chief of Police, Mike Crawford. Assistant Chief Crawford was nominated for the 2009 Governor's Brightest Star Award for his involvement with the Special Olympics.

The Police Department prides itself in employing resourceful, friendly, approachable officers. The department is staffed 24 hours a day, 365 days a year, and is always ready to assist citizens. Officers patrol the community on bicycles, a Segway which is a two-wheeled motorized standing piece of equipment and in SUV type patrol vehicles. The Police Department provides a safe community environment and ensures a positive quality of life for our citizens and visitors through dedicated, professional service in partnership with our community.

During FY 10 the Police Department will increase involvement at the Community School through officer contacts at special events and providing requested expertise on issues related to law enforcement. Department staff will continue to work with the Sun Valley Resort Security Department to ensure a working relationship within the resort properties. Regional emergency preparedness will continue to be a focus during the year. The department will continue to improve their records management system and the flow of information between dispatch and the officers in the field. This system also increases the flow of information between agencies and is especially helpful when police staff works on multi-jurisdictional investigations.

**NUMBER OF FULL TIME EQUIVALENT EMPLOYEES  
POLICE DEPARTMENT**

	<b>FY 08 Budget</b>	<b>FY 08 Actual</b>	<b>FY 09 Budget</b>	<b>FY 10 Budget</b>
<b>Police Department</b>				
Police Chief	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Police Chief	1.00	1.00	1.00	1.00
Sergeants	2.00	2.00	2.00	2.00
Corporal and Patrol Officers	<u>5.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
<b>Total Police Department</b>	<b>10.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>

**Total Salaries \$679,985**

**POLICE DEPARTMENT BUDGET FY 10**

		FY 08	FY 09	FY 09	FY 09	FY 10
		ACTUALS	BUDGET	AMENDED	ESTIMATED	BUDGET
				BUDGET	ACTUALS	
<b>GENERAL FUND 400</b>						
<b>421</b>	<b>POLICE DEVELOPMENT</b>					
	<b>SALARIES AND WAGES</b>					
10-421-110	SALARIES AND WAGES	552,507	612,875	612,875	620,439	636,385
10-421-122	OVERTIME SALARIES	<u>24,965</u>	<u>42,120</u>	<u>42,120</u>	<u>42,120</u>	<u>43,600</u>
	<b>TOTAL SALARIES AND WAGES</b>	<b>577,472</b>	<b>654,995</b>	<b>654,995</b>	<b>662,559</b>	<b>679,985</b>
	<b>FRINGE BENEFITS</b>					
10-421-200	PHYSICAL INCENTIVE PROGRAM	3,568	3,850	3,850	3,850	4,950
10-421-210	FICA CONTRIBUTION	42,935	50,107	50,107	50,686	52,019
10-421-220	RETIREMENT CONTRIBUTION	62,566	70,281	70,281	71,093	72,962
10-421-250	HEALTH INSURANCE	<u>100,569</u>	<u>130,126</u>	<u>130,126</u>	<u>134,913</u>	<u>143,204</u>
	<b>TOTAL FRINGE BENEFITS</b>	<b>209,637</b>	<b>254,364</b>	<b>254,364</b>	<b>260,542</b>	<b>273,135</b>
	<b>OPERATIONAL EXPENDITURES</b>					
10-421-240	WORKERS COMPENSATION	19,409	21,267	21,267	21,267	22,083
10-421-280	STATE UNEMPLOYMENT	0	5,000	5,000	0	0
10-421-310	OFFICE SUPPLIES	2,013	3,093	3,093	2,000	2,040
10-421-315	JANITORIAL SUPPLIES	381	735	735	735	800
10-421-320	OPERATING SUPPLIES	4,926	8,775	8,775	8,775	9,390
10-421-321	POLICE TRUST ACCOUNT	0	5,000	5,000	5,000	5,000
10-421-340	MINOR EQUIPMENT	7,476	7,350	7,350	7,350	7,865
10-421-345	SAFETY EQUIPMENT	202	750	750	750	750
10-421-347	RECORDS MGT SYSTEM - POLICE/FIRE	18,314	23,379	23,379	23,379	24,550
10-421-350	MOTOR FUELS & LUBRICANTS	20,121	20,000	20,000	10,000	12,000
10-421-370	POSTAGE	55	184	184	184	175
10-421-424	MEDICAL SERVICES	0	500	500	0	500
10-421-426	INVESTIGATIVE EXPERT SVCS	250	2,500	2,500	0	2,500
10-421-441	INFORMATIONAL SERVICES	65	750	750	0	500
10-421-470	TRAVEL, TRAINING & MEETINGS	13,625	14,848	14,848	14,848	15,450
10-421-480	DUES/SUBSCRIPTIONS/MEMBER	1,271	1,200	1,200	1,200	3,075
10-421-493	PHYSICAL EXAMINATIONS	424	750	750	0	500
10-421-510	TELEPHONE & COMMUNICATIONS	1,531	3,009	3,009	3,009	3,500
10-421-570	RENTAL PROP & EQUIP-OTHER	1,950	2,400	2,400	2,400	2,400
10-421-595	REPAIR & MAINT - EQUIPMENT	678	1,000	1,000	1,000	1,000
10-421-600	EQUIPMENT	7,463	6,946	6,946	6,946	7,300
10-421-610	REPAIR/MAINT - OTHER	861	1,250	1,250	1,250	1,250
10-421-615	REPAIR/MAINT - RADIO SERVICE	614	1,500	1,500	1,500	1,500
10-421-630	LAUNDRY	2,236	3,200	3,200	3,200	3,300
10-421-665	UNIFORMS - POLICE	2,809	4,957	4,957	4,957	5,100
10-421-695	VEHICLE TOWING	0	250	250	250	250
10-421-740	OFFICE FURNITURE & EQUIPMENT	2,901	5,500	5,500	5,500	5,665
10-421-753	RADIOS-HANDHELD	2,227	2,500	2,500	2,500	3,600
10-421-770	ANIMAL CONTROL	2,545	1,500	1,500	1,500	2,000
10-421-780	DRUG DOG PROGRAM	<u>5,263</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	<b>TOTAL OPERATIONAL EXPENDITURES</b>	<b>119,612</b>	<b>151,594</b>	<b>151,594</b>	<b>131,000</b>	<b>145,543</b>

**POLICE DEPARTMENT BUDGET FY 10**

	FY 08 ACTUALS	FY 09 BUDGET	FY 09 AMENDED BUDGET	FY 09 ESTIMATED ACTUALS	FY 10 BUDGET
<b>EXTERNAL CONTRACTS</b>					
10-421-xxx DISPATCH	105,711	106,862	106,862	106,862	122,800
10-421-428 PROSECUTION OF MISDEMEANORS	<u>22,530</u>	<u>25,000</u>	<u>25,000</u>	<u>23,205</u>	<u>24,000</u>
<b>TOTAL EXTERNAL CONTRACTS</b>	<b>128,241</b>	<b>131,862</b>	<b>131,862</b>	<b>130,067</b>	<b>146,800</b>
<b>POLICE DEPARTMENT TOTALS</b>	<b>1,034,961</b>	<b>1,192,816</b>	<b>1,192,816</b>	<b>1,184,168</b>	<b>1,245,463</b>



## GENERAL FUND FIRE DEPARTMENT



Photo Courtesy of Nils Ribi

The Sun Valley Fire Department Mission is to do no harm, survive and be nice. The mission is accomplished through compassionate, professional response to all situations where the Fire Department is called for assistance. The Fire Department promotes fire safety, protects property and preserves life. The Fire department is responsible for the prevention and suppression of fires in the community and addressing dangerous or hazardous conditions.

The Fire Department currently consists of a full-time Fire Chief, Assistant Fire Chief and a Fire Code Inspector. An additional full-time staff person has been approved for FY 10. The additional full time staff member will focus on training Fire Department personnel. In addition to full time staff, the fire department utilizes paid-on-call firefighters. Approximately, twenty-nine members of the community are trained in firefighting and respond to fire calls. The paid-on-call firefighters complete a rigorous Firefighter I training program through the College of Southern Idaho. Once the training course is complete, firefighters drill regularly as a department to practice appropriate and safe responses. Several members of City Staff including the City Administrator and the Community Development Director, the Building Official and the Administrative Assistant to the Fire, Building and Administrative Departments serve on the Fire Department.

The Fire Department also provides emergency medical response. Emergency Medical Technicians (EMTs) and First Responders, who are all trained as firefighters, complete a certification course through the State of Idaho. EMTs are authorized to provide services including rescue, triage and the transfer and transport of both emergency and non-emergency

patients in accordance with the current Department of Transportation EMT National Standard Curriculum. During FY 10 six additional firefighters will complete the EMT certification course bringing the EMT trained staff on the Fire Department to fifteen.

The Fire Department is part of a coordinated effort with the Ketchum Fire Department to provide for year-round back country rescue. Back country rescue occur in both the winter and summer seasons. Back country rescues often occur in remote locations and require advanced technical skills by rescuers. The Sun Valley Fire Department owns and utilizes three quick response snowmobiles and a four-wheeled off-road vehicle used throughout the Wood River Valley for back country rescue. These vehicles have the capacity to access remote locations and transport a patient carrier to facilitate patient transport.

In addition, the Fire Department has applied for numerous grants for wildfire fuels mitigation. The grants will greatly help the Fire Department educate residents and manage fire fuels surrounding the City. One aspect of fire mitigation is the removal of sagebrush in order to provide a fire line around the City. The Fire Department will investigate replanting the cleared areas with fire retardant types of vegetation that will crowd the sagebrush out and ultimately give a defensible space around all homes and projects. Wildfire is one of greatest concerns of the Fire Department.

In February 2009 the Police and Fire Departments were closely involved with the Special Olympics World Winter Games. Two Olympic events were held in Sun Valley, the cross country ski and the snow board events. The Fire Department provided medical emergency personnel for the events as well as fire code inspections for venues within the City to ensure the safety of the athletes and spectators.

**NUMBER OF FULL TIME EQUIVALENT EMPLOYEES  
FIRE DEPARTMENT**

	<b>FY 08 Budget</b>	<b>FY 08 Actual</b>	<b>FY 09 Budget</b>	<b>FY 10 Budget</b>
<b>Fire Department</b>				
Fire Chief	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00
Code Enforcement Officer	0.00	0.00	1.00	1.00
Fire Training Officer	0.0	0.0	0.0	1.00
Paid on Call Firefighters	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>
<b>Total Fire Department</b>	<b>5.30</b>	<b>5.30</b>	<b>6.30</b>	<b>7.30</b>

**Total Salaries \$401,853**

**FIRE DEPARTMENT BUDGET FY 10**

		<b>FY 08</b>	<b>FY 09</b>	<b>FY 09</b>	<b>FY 09</b>	<b>FY 10</b>
		<b>ACTUALS</b>	<b>BUDGET</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
				<b>BUDGET</b>	<b>ACTUALS</b>	
<b>GENERAL FUND 400</b>						
<b>423</b>	<b>FIRE DEPARTMENT</b>					
	<b>SALARIES AND WAGES</b>					
10-423-110	SALARIES AND WAGES	181,560	214,772	226,407	216,047	280,853
10-423-120	SALARIES & WAGES -PAID ON CALL	109,305	75,000	115,000	115,000	115,000
10-423-140	SALARIES & WAGES-TEMP EMPLOYEE	6,500	6,000	6,000	6,000	6,000
	<b>TOTAL SALARIES AND WAGES</b>	<b>297,364</b>	<b>295,772</b>	<b>347,407</b>	<b>337,047</b>	<b>401,853</b>
	<b>FRINGE BENEFITS</b>					
10-423-200	PHYSICAL INCENTIVE PROGRAM	2,023	6,000	6,000	6,000	8,000
10-423-210	FICA CONTRIBUTION	19,463	22,627	23,517	25,784	30,742
10-423-220	RETIREMENT CONTRIBUTION	20,918	22,315	23,523	23,182	30,136
10-423-250	HEALTH INSURANCE	30,297	37,449	39,449	40,469	62,460
	<b>TOTAL FRINGE BENEFITS</b>	<b>72,700</b>	<b>88,390</b>	<b>92,489</b>	<b>95,435</b>	<b>131,338</b>
	<b>OPERATIONAL EXPENDITURES</b>					
10-423-240	WORKERS COMP & SUPPLMTL ACCDT	6,344	7,542	7,542	12,750	10,247
10-423-280	STATE UNEMPLOYMENT	0	350	350	0	1,000
10-423-290	HOUSING ALLOWANCE	6,000	6,500	6,500	6,500	6,500
10-423-310	OFFICE SUPPLIES	3,305	3,000	3,000	1,500	2,000
10-423-315	JANITORIAL SUPPLIES	930	1,300	1,300	1,300	1,500
10-423-320	OPERATING SUPPLIES	10,619	9,261	9,261	14,000	15,000
10-423-325	MEDICAL SAFETY SUPPLIES	4,173	5,000	5,000	10,000	7,000
10-423-328	MOBILE HEALTH SERVICES	0	0	0	0	9,582
10-423-340	MINOR TOOLS	493	1,000	1,000	3,500	2,000
10-423-350	MOTOR FUELS & LUBRICANTS	16,098	15,000	15,000	15,000	15,000
10-423-370	POSTAGE	0	50	50	50	50
10-423-470	TRAVEL, TRAINING & MEETINGS	3,159	8,700	8,700	5,500	8,700
10-423-480	DUES/SUBSCRIPTIONS/MEMBERSHIPS	1,643	3,200	3,200	5,000	5,000
10-423-500	CUSTODIAL & CLEANING SERVICES	344	1,100	1,100	900	1,000
10-423-510	TELEPHONE & COMMUNICATIONS	4,611	5,500	5,500	5,500	5,500
10-423-555	RENTAL- EQUIPMENT	4,917	5,000	5,000	2,500	2,500
10-423-570	RENTAL - OTHER	0	500	500	500	500
10-423-576	TURNOUTS- REPLACEMENT & MAINT.	9,240	6,000	6,000	6,200	6,200
10-423-580	REPAIR/MAINT - OFFICE FURN/EQ	115	300	300	600	600
10-423-585	REPAIR/MAINT - BUILDINGS	4,207	5,000	31,000	5,000	20,000
10-423-590	REPAIR/MAINT - GROUNDS	1,192	2,500	2,500	1,800	500
10-423-595	REPAIR & MAINT - EQUIPMENT	21,240	16,892	16,892	16,000	20,000
10-423-600	REPAIR/MAINT - AUTOMOTIVE EQ	15,122	10,500	10,500	13,000	13,000
10-423-615	REPAIR/MAINT - RADIO SERVICE	5,340	4,000	4,000	10,000	10,000
10-423-630	LAUNDRY	1,907	2,812	2,812	1,500	2,000
10-423-631	UNIFORMS	4,760	3,500	3,500	4,500	4,000
10-423-740	OFFICE FURNITURE & EQUIPMENT	368	12,500	12,500	5,500	3,000
	<b>TOTAL OPERATIONAL EXPENDITURES</b>	<b>126,125</b>	<b>137,007</b>	<b>163,007</b>	<b>148,600</b>	<b>172,379</b>
<b>FIRE DEPARTMENT TOTALS</b>		<b>496,190</b>	<b>521,169</b>	<b>602,903</b>	<b>581,082</b>	<b>705,570</b>

**GENERAL FUND  
DEPARTMENT OF BUILDING SAFETY**



The Department of Building Safety oversees the construction of the buildings within the City of Sun Valley. Building construction is the first line of defense against natural events such as fires, floods, earthquakes and weather. The Department helps to ensure that structures are built according to governing building codes and those buildings meet applicable safety regulations. The Department issues building, demolition and related construction permits. The State of Idaho governs and inspects electrical and plumbing for compliance with applicable codes.

Loss of life and property caused by natural events has been significantly reduced through enforcement of applicable building codes. The Department reviews architectural and structural plans to ensure that the plans meet the International Building Codes. Building Department staff conducts field inspections during all phases of building construction. Building Department staff coordinates requests for additional documentation and special inspections. They interface with building professionals throughout construction and final inspection and eventually issue a Certificate of Occupancy which allows for the building to be used for its intended purpose.

The Department of Building Safety consists of a full-time Building Official, a part-time Assistant to Building Official and a Permit Technician. In FY 10 the Building Official will promote communication and enhance services of the Building Department with new computer software, inspection and review services, updated website and streamlined submittal requirements. Upcoming goals are increased collaboration interdepartmentally as well as regionally, promoting building safety, sustainable practices and green building in concert with public and private entities, provide enhanced and timely services, and provide professional development of staff.

**NUMBER OF FULL TIME EQUIVALENT EMPLOYEES  
DEPARTMENT OF BUILDING SAFETY**

	<b>FY 08 Budget</b>	<b>FY 08 Actual</b>	<b>FY 09 Budget</b>	<b>FY 10 Budget</b>
<b>Department of Building Safety</b>				
Building Official	1.00	1.00	1.00	1.00
Assistant to Building Official	0.35	0.35	0.35	0.48
Permit Technician	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>	<u>0.50</u>
<b>Total Department of Building Safety</b>	<b>1.75</b>	<b>1.75</b>	<b>1.75</b>	<b>1.98</b>

**Total Salaries \$121,250**

**DEPARTMENT OF BUILDING SAFETY BUDGET FY 10**

		<b>FY 08</b>	<b>FY 09</b>	<b>FY 09</b>	<b>FY 09</b>	<b>FY 10</b>
		<b>ACTUALS</b>	<b>BUDGET</b>	<b>AMENDED</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
				<b>BUDGET</b>	<b>ACTUALS</b>	<b>BUDGET</b>
<b>GENERAL FUND 400</b>						
<b>424</b>	<b>BUILDING DEPARTMENT</b>					
	<b>SALARIES AND WAGES</b>					
10-424-110	SALARIES AND WAGES	76,373	79,713	79,713	83,618	82,975
10-424-140	SALARIES & WAGES-TEMP EMPLOYEE	<u>0</u>	<u>21,000</u>	<u>21,000</u>	<u>15,000</u>	<u>38,275</u>
	<b>TOTAL SALARIES AND WAGES</b>	<b>76,373</b>	<b>100,713</b>	<b>100,713</b>	<b>98,618</b>	<b>121,250</b>
	<b>FRINGE BENEFITS</b>					
10-424-200	PHYSICAL INCENTIVE PROGRAM	550	350	350	350	450
10-424-210	FICA CONTRIBUTION	6,159	7,705	7,705	7,544	9,254
10-424-220	RETIREMENT CONTRIBUTION	8,087	8,282	8,282	8,688	8,621
10-424-250	HEALTH INSURANCE	<u>7,723</u>	<u>6,125</u>	<u>6,125</u>	<u>6,125</u>	<u>6,080</u>
	<b>TOTAL FRINGE BENEFITS</b>	<b>22,518</b>	<b>22,462</b>	<b>22,462</b>	<b>22,707</b>	<b>24,405</b>
	<b>OPERATIONAL EXPENDITURES</b>					
10-424-240	WORKERS COMPENSATION	1,090	987	987	1,000	1,188
10-424-310	OFFICE SUPPLIES	535	281	281	300	300
10-424-320	OPERATING SUPPLIES	762	2,500	2,500	2,500	2,500
10-424-350	MOTOR FUELS & LUBRICANTS	1,256	4,500	4,500	2,500	2,500
10-424-420	PROFESSIONAL FEES	16,468	25,000	25,000	1,000	15,000
10-424-470	TRAVEL, TRAINING & MEETINGS	557	2,900	2,900	2,900	2,900
10-424-480	DUES/SUBSCRIPTIONS/ MEMBERSHIPS	579	875	875	1,000	1,000
10-424-510	TELEPHONE & COMMUNICATIONS	899	1,300	1,300	1,300	1,300
10-424-600	REPAIR/MAINT - AUTOMOTIVE EQ	920	2,000	2,000	2,000	2,000
10-424-740	OFFICE FURNITURE & EQUIPMENT	<u>999</u>	<u>3,000</u>	<u>3,000</u>	<u>2,500</u>	<u>2,500</u>
	<b>TOTAL OPERATIONAL EXPENDITURES</b>	<b>24,064</b>	<b>43,343</b>	<b>43,343</b>	<b>17,000</b>	<b>31,188</b>
<b>DEPARTMENT OF BUILDING SAFETY TOTAL</b>		<b>122,956</b>	<b>166,519</b>	<b>166,519</b>	<b>138,325</b>	<b>176,843</b>



## GENERAL FUND STREET DEPARTMENT



Photo Courtesy of Nils Ribi

The Street Department is responsible for the repair, maintenance, and snow removal on 19 miles of roadway and 13 miles of paved multi-use path within the City of Sun Valley. It is the goal of the Street Department to provide safe, efficient, and orderly travel ways for residents and visitors. The Department strives to provide the community with the best service available regardless of the time of year.

In 2009, the Street Department was responsible for the design and coordination of road and paving improvements to Meadow Ridge Road, Arrow Leaf Road, Silver Queen Road, and Sage Road. In addition, the Department oversaw the major construction improvements to the multi-use path located adjacent to Sun Valley Road and the Sun Valley Lodge and Sun Valley Inn.

For 2010, The Street Department is looking at rebuilding and extending the multi-use path located along Trail Creek Road. The path improvements will begin at the Sun Valley Club and Nordic Center and extend to the Boundary Camp Ground on Trail Creek. The Department will also assist in revising the City's Capital Improvement Plan with guidance from the Mayor and City Council.

In prior year budgets street-related were segregated into a discrete governmental fund. However, many of the expenses are similar to expenditures fund in other departments such as administration, police and fire which are included in the General Fund. In order to provide track expenditures for salaries, fringe benefits and operating expenses across the organization, street

expenditures have been incorporated into the General Fund in the FY 10 budget. The General Fund is usually the largest and most important of the governmental funds. The general fund is the primary operating fund and the most important in terms of the operating budget. It is “general” because any transaction that cannot be accounted for in another fund must be recorded in the general fund.

**NUMBER OF FULL TIME EQUIVALENT EMPLOYEES  
STREET DEPARTMENT**

	<b>FY 08 Budget</b>	<b>FY 08 Actual</b>	<b>FY 09 Budget</b>	<b>FY 10 Budget</b>
<b>Street Department</b>				
Street Superintendent	1.00	1.00	1.00	1.00
Street Supervisor	1.00	1.00	1.00	1.00
Main Worker/Equip Operator	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Street Department</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

**Total Salaries \$196,891**

**STREET DEPARTMENT BUDGET FY 10**

	<b>FY 08 ACTUALS</b>	<b>FY 09 BUDGET</b>	<b>FY 09 AMENDED BUDGET</b>	<b>FY 09 ESTIMATED ACTUALS</b>	<b>FY 10 BUDGET</b>
<b>SALARIES AND WAGES</b>					
10-431-110 SALARIES AND WAGES	192,635	178,231	178,231	191,732	190,891
10-431-120 SALARIES & WAGES - PT	<u>11,196</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>6,000</u>
<b>TOTAL SALARIES AND WAGES</b>	<b>203,831</b>	<b>181,231</b>	<b>181,231</b>	<b>194,732</b>	<b>196,891</b>
<b>FRINGE BENEFITS</b>					
10-431-200 PHYSICAL INCENTIVE PROG	700	1,050	1,050	1,050	1,350
10-431-210 FICA CONTRIBUTION	14,742	13,864	13,864	14,897	15,062
10-431-220 RETIREMENT CONTRIBUTION	19,412	18,518	18,518	19,921	19,834
10-431-250 HEALTH INSURANCE	44,609	50,082	50,082	53,314	50,717
10-431-290 HOUSING ALLOWANCE	<u>7,200</u>	<u>8,400</u>	<u>8,400</u>	<u>8,400</u>	<u>8,400</u>
<b>TOTAL FRINGE BENEFITS</b>	<b>86,663</b>	<b>91,914</b>	<b>91,914</b>	<b>97,581</b>	<b>95,363</b>
<b>OPERATIONAL EXPENDITURES</b>					
10-431-240 WORKERS COMPENSATION	10,844	11,237	11,237	14,469	14,629
10-431-315 JANITORIAL SUPPLIES	164	250	250	250	300
10-431-320 OPERATING SUPPLIES	2,110	3,750	3,750	3,750	4,000
10-431-340 TOOLS & EQUIPMENT	293	1,000	1,000	1,000	1,000
10-431-345 SAFETY EQUIPMENT	79	500	500	500	600
10-431-350 MOTOR FUELS & LUBRICANTS	18,215	28,800	28,800	12,000	12,000
10-431-429 OTHER PROFESSIONAL SERVICES	433	3,500	3,500	3,500	3,500
10-431-440 ADVERT & LEGAL PUB	844	1,000	1,000	1,000	1,000
10-431-470 TRAVEL, TRAINING & METGS	77	1,000	1,000	1,000	1,000
10-431-510 TELEPHONE SERVICE	1,093	1,155	1,155	1,400	2,000
10-431-536 SANDING/MAG CHLORIDE	10,048	12,000	12,000	13,458	12,000
10-431-555 RENTAL - EQUIPMENT	-119	1,000	1,000	0	1,000
10-431-570 RENT/LEASE - SNOW REMOV	0	2,500	2,500	0	1,000
10-431-591 REPAIR/MAINT/CLEANING- STREETS	1,983	3,605	3,605	4,500	4,500
10-431-592 STRIPING	23,930	25,000	25,000	25,000	25,000
10-431-595 REPAIR/MAINT - LARGE EQUIPMENT	22,024	11,000	11,000	25,000	15,000
10-431-596 REPAIR/MAINT - SMALL EQUIP	307	2,060	2,060	1,000	2,000
10-431-600 REPAIR/MAINT - AUTO EQUIP	1,984	3,000	3,000	4,000	4,000
10-431-610 REPAIR/MAINT - MISC	593	1,000	1,000	5,000	1,000
10-431-614 REPAIR/MAINT-BUILDING	2,607	2,500	2,500	3,000	3,000
10-431-615 RADIO MAINT. SERVICE	0	520	520	0	0
10-431-620 LANDSCAPE SERVICES	1,936	2,000	2,000	2,000	2,000
10-431-621 NOXIOUS WEED CONTROL	5,532	15,000	15,000	15,000	15,000
10-431-631 UNIFORMS	1,206	2,000	2,000	1,500	1,500
10-431-740 OFFICE FURNITURE & EQUIPMENT	1,335	1,000	1,000	1,605	1,000
10-431-741 MACHINERY	2,455	6,000	6,000	7,776	6,000
10-431-780 ROADS & PATHS MAINT. PROGRAM	179,683	247,213	247,213	247,213	250,000
10-431-800 CONTINGENCY	0	43,208	43,208	0	0
10-431-790 LAND MAINTENANCE 5 ACRE PARCEL	<u>2,241</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
<b>TOTAL OPERATIONAL EXPENDITURES</b>	<b>291,988</b>	<b>434,798</b>	<b>434,798</b>	<b>396,921</b>	<b>386,029</b>
<b>STREET DEPARTMENT EXPENDITURE TOTAL</b>	<b>582,482</b>	<b>707,943</b>	<b>707,943</b>	<b>689,234</b>	<b>678,283</b>

**OTHER GENERAL GOVERNMENT BUDGET FY 10**

		FY 08	FY 09	FY 09	FY 09	FY 10
		ACTUALS	BUDGET	AMENDED	ESTIMATED	BUDGET
<b>GENERAL FUND 400</b>						
<b>OTHER GENERAL GOVERNMENT</b>						
10-419-800	CONTINGENCY	0	285,725	285,725	0	200,000
10-419-951	TRANSFERS OUT TO CIPF	123,214	0	0		
	TRANSFERS OUT TO FIXED					
10-419-952	ASSET REPLACEMENT FUND	52,000	0	0	0	0
	TRANSFERS OUT TO					
10-419-954	WORKFORCE HOUSING FUND	<u>61,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>OTHER GENERAL GOVERNMENT TOTALS</b>		<b>236,214</b>	<b>285,725</b>	<b>285,725</b>	<b>0</b>	<b>200,000</b>



## FIXED ASSET FUND



In FY 09 the Sun Valley Mayor and City Council decided to update the *2006-2011 Sun Valley Capital Improvements Program* ("CIP"). The CIP includes a Capital Improvement Plan and a Fixed Asset Plan. Included in the Fixed Asset Plan are fixed assets costing more than \$5,000 with a useful life of two (2) or more years. Fixed assets include rolling stock, technology and equipment.

In FY 09 the City purchased a new fire engine, pictured above, and a new police patrol car. The City purchased two transit buses, pictured above, to be maintained and operated by Mountains Rides Transportation Authority to meet the transit needs of the community. Many of the items maintained in the Fixed Asset Plan are used in the Street Department including the snow plow equipment pictured above.

**FIXED ASSET FUND BUDGET FY 10**

	FY 08 Actual	FY 09 Budget	FY 09 Amended Budget	FY 09 Estimated Actual	FY 10 Budget
<b>FIXED ASSET FUND RESOURCES</b>					
29-311-500 PROPERTY TAXES	56,369	69,400	69,400	69,400	0
29-311-510 VEHICLE SALES	<u>3,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>59,369</b>	<b>69,400</b>	<b>69,400</b>	<b>69,400</b>	<b>0</b>
<b>OPERATING TRANSFERS IN</b>					
TRANSFER FROM GENERAL FUND					
29-399-500 FUND BALANCE	52,000	34,093	47,674	47,674	0
TRANSFER FROM FIXED ASSET FUND					
29-399-501 FUND BALANCE	<u>0</u>	<u>136,907</u>	<u>136,907</u>	<u>136,907</u>	<u>2,123</u>
<b>TOTAL OPERATING TRANSFERS IN</b>	<b>52,000</b>	<b>171,000</b>	<b>184,581</b>	<b>184,581</b>	<b>2,123</b>
<b>FIXED ASSET FUND RESOURCES TOTAL</b>	<b>111,369</b>	<b>240,400</b>	<b>253,981</b>	<b>253,980</b>	<b>2,123</b>
<b>FIXED ASSET FUND EXPENDITURES</b>					
<b>POLICE</b>					
29-490-761 POLICE- PATROL VEHICLE	61,674	47,000	47,000	47,000	0
29-490-767 POLICE RECORDS MNGT SYSTEM	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL POLICE</b>	<b>61,674</b>	<b>47,000</b>	<b>47,000</b>	<b>47,000</b>	<b>0</b>
<b>FIRE</b>					
29-490-768 MDT NOTEBOOK COMPUTER - FIRE	0	0	0	0	0
29-490-779 NEW ENGINE SUPPORT EQUIPMENT	0	13,500	25,150	25,150	0
29-490-765 FIRE VEHICLES	88,389	0	5,545	5,545	0
29-490-778 FIRE ENGINE	<u>462,286</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL FIRE</b>	<b>550,675</b>	<b>13,500</b>	<b>30,695</b>	<b>30,695</b>	<b>0</b>
<b>STREET</b>					
29-490-776 SNOW REMOVAL EQUIP	<u>0</u>	<u>25,000</u>	<u>23,135</u>	<u>23,135</u>	<u>0</u>
<b>TOTAL STREET</b>	<b>0</b>	<b>25,000</b>	<b>23,135</b>	<b>23,135</b>	<b>0</b>
<b>TRANSIT - CITY</b>					
29-490-804 SV/KETCHUM BUSES	<u>0</u>	<u>150,000</u>	<u>152,000</u>	<u>152,000</u>	<u>0</u>
<b>TOTAL TRANSIT - CITY</b>	<b>0</b>	<b>150,000</b>	<b>152,000</b>	<b>152,000</b>	<b>0</b>
<b>TECHNOLOGY</b>					
29-490-800 AERIAL PHOTOGRAPHY	0	0	0	0	0
29-490-801 PLANNING/BUILDING SOFTWARE	5,921	0	0	0	2,123
29-490-803 COPIER/SCANNER/FAX	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL TECHNOLOGY</b>	<b>5,921</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,123</b>
<b>OTHER</b>					
29-490-772 FILE CABINETS FOR CLERK'S OFFICE	0	4,900	0	0	0
29-490-777 GRANICUS	13,268	0	1,150	1,150	0
29-490-778 LASERFICHE	<u>12,983</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL OTHER</b>	<b>26,251</b>	<b>4,900</b>	<b>1,150</b>	<b>1,150</b>	<b>0</b>
<b>FIXED ASSET FUND EXPENDITURE TOTAL</b>	<b>644,520</b>	<b>240,400</b>	<b>253,980</b>	<b>253,980</b>	<b>2,123</b>

## DEBT SERVICE FUND



Photo Courtesy of Nils Ribi

In February 1995 the voters of Sun Valley approved the issuance of \$6,500,000 in bonds for street improvements. On August 12, 1995 the City issued \$2,000,000 of the bonds. On July 15, 1997 the City issued the remaining \$4,500,000 of bonds. In May 2004 bonds in the amount of \$4,060,000 were refinanced. In August 2004 the City issued \$1,300,000 in general obligation capital notes to finance the repair of a secondary roadway in the City.

The City currently has \$1,155,000 of the Series 2003 General Obligation Bonds (the “2003 Bonds”) outstanding. The 2003 Bonds refinanced the City’s 1995 and 1996 series of bonds. These bonds are repaid with a special property tax (the “Bond Levy”) authorized by a bond election held in February 1995. The original bonds (1995 and 1996) were sold to fund street improvements. The City is currently paying (levying) approximately \$620,000 in annual bond payments on the 2003 Bonds. The 2003 bonds will be fully repaid on August 1, 2011.

The City has conducted a preliminary review of capital improvement needs and estimates. The upcoming retirement (repayment) of the 2003 Bonds (FY 11) provides an opportunity to consider adding new debt without a significant financial impact on the City’s budget or its taxpayers.

**DEBT SERVICE FUND BUDGET FY 10**

	FY 08 Actual	FY 09 Budget	FY 09 Amended Budget	FY 09 Estimated Actual	FY 10 Budget
<b>DEBT SERVICE FUND RESOURCES</b>					
PROPERTY TAXES - GENERAL					
30-311-500 TAXES FOR FAIRWAY NOTE	247,745	285,075	285,080	285,080	0
30-311-750 PROPERTY TAX- 2003 BOND	620,998	623,400	623,400	623,400	622,750
<b>TOTAL</b>	<b>868,744</b>	<b>908,475</b>	<b>908,480</b>	<b>908,475</b>	<b>622,750</b>
<b>MISCELLANEOUS</b>					
SERVICE FUND FUND					
30-380-100 BALANCE	<u>0</u>	<u>0</u>	<u>5</u>	<u>0</u>	<u>1,000</u>
<b>MISCELLANEOUS TOTAL</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>1,000</b>
<b>DEBT SERVICE FUND RESOURCE TOTAL</b>	<b>868,744</b>	<b>908,475</b>	<b>908,485</b>	<b>908,475</b>	<b>623,750</b>
<b>DEBT SERVICE FUND EXPENDITURES</b>					
<b>PRINCIPAL EXPENDITURES</b>					
30-480-429 FISCAL AGENT SERVICES	1,500	1,000	1,000	1,000	1,000
30-480-813 2003 BOND PRINCIPAL	520,000	540,000	540,000	540,000	565,000
FAIRWAY RD. PRINCIPAL					
30-480-814 PAYMENT	<u>265,000</u>	<u>275,000</u>	<u>275,000</u>	<u>275,000</u>	<u>0</u>
<b>PRINCIPAL EXPENDITURES TOTALS</b>	<b>786,500</b>	<b>816,000</b>	<b>816,000</b>	<b>816,000</b>	<b>566,000</b>
<b>INTEREST EXPENDITURES</b>					
30-490-300 INTEREST 03 SERIES	97,700	83,400	83,400	83,400	57,750
INTEREST 2004 NOTE -					
30-490-400 FAIRWAY RD.	<u>17,158</u>	<u>9,075</u>	<u>9,075</u>	<u>9,075</u>	<u>0</u>
<b>INTEREST EXPENDITURES TOTAL</b>	<b>114,858</b>	<b>92,475</b>	<b>92,475</b>	<b>92,475</b>	<b>57,750</b>
<b>DEBT SERVICE FUND EXPENDITURE TOTAL</b>	<b>901,358</b>	<b>908,475</b>	<b>908,475</b>	<b>908,475</b>	<b>623,750</b>

## LAND ACQUISITION FUND



Purchase and ownership of land by the City of Sun Valley has been a topic of discussion with Mayors and Council members over the years. The Land Acquisition Fund was established to

segregate funds for the purchase of land needed for things such as public facilities, including buildings, parks, open space and work force housing.

Currently, the City owns a five acre parcel of land located at the south entrance of the City on Sun Valley Road. The five acre parcel commonly referred to as “Festival Meadow” is undeveloped and unimproved. It is typically used in the summer seasons to host art fairs and in the winter season as an avalanche rescue training area. The City Council has identified as a short-term priority in FY 10 development and implementation of a plan for use of Festival Meadow. The City also owns two condominium units located in Elkhorn Springs. The two units serve as work force housing and are occupied by firefighters who also serve as emergency medical technicians (EMTs). Finalizing a work force housing plan with an emphasis on housing critical emergency personnel is also a short-term priority in FY 10.

**LAND ACQUISITION FUND FY 10**

	FY 08	FY 09	FY 09	FY 09	FY 10
	Actual	Budget	Amended	Estimated	Budget
			Budget	Actual	

**LAND ACQUISITION FUND RESOURCES**

**OPERATING TRANSFERS IN**

TRANSFER IN FROM LAND					
40-399-550 AQCQUISITION FUND	<u>216,811</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>OPERATING TRANSFERS IN TOTAL</b>	<b>216,811</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>LAND ACQUISITION FUND RESOURCES</b>	<b>216,811</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
--	----------------	----------	----------	----------	----------

**LAND ACQUISTION FUND EXPENDITURES**

**CAPITAL PROJECTS**

40-470-750 FUTURE LAND ACQUISITION	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>CAPITAL PROJECTS TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**OPERATING TRANSFERS OUT**

40-470-950 TRANSFER OUT TO CIP	<u>216,811</u>	0	0	0	0
<b>LAND ACQUISITION FUND TRANSFER OUT</b>					
<b>TOTAL</b>	<b>216,811</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL</b>	<b>216,811</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
--------------	----------------	----------	----------	----------	----------

## CAPITAL IMPROVEMENT FUND



Sinclair Path prior and following reconstruction



In FY 09 the City completed a significant rebuilding of a portion of the City's multi-use path known as the Sinclair Path. The stretch of path runs for approximately one-half mile just outside the entrance to the Sun Valley Lodge behind the Sinclair gas station. This section of the City's multi-use path is highly visible and frequently used by

visitors due to its proximity to the Sun Valley resort. This section of the path was the only section of eight foot wide path remaining in the path system. Reconstruction of the path involved widening the path to a uniform ten foot wide with a foot of shoulder, creating a better sight distance at several curves along the path and rebuilding two sections of retaining walls. Improvements to the Sinclair Path maintained the unique character and charm of the path while increasing safety of users.

In FY 10 the City will review and update its Capital Improvement Program ("CIP"). The CIP includes a Capital Improvement Plan and a Fixed Asset Plan. Included in the Capital Improvement Plan are capital projects costing more than \$20,000 with a useful life of five (5) or more years. Capital improvement projects include street and path construction and improvements, buildings and beautification enhancements. The objective of the CIP is to provide a strategic and integrated approach to planning and funding. It is used to identify infrastructure maintenance, development and improvements, facility deficiencies and needs and plan for vehicle and equipment to meet the current needs and future growth of the City of Sun Valley through the year 2014. By identifying needs over a five year horizon, the City can anticipate, plan and manage staff and funding.

## Sun Valley Capital Improvement Program Evaluation Criteria

The following criteria are used for evaluating requests for capital improvements projects, fixed assets, and land acquisition. Because project feasibility is the first cut criterion, it is not included in the list below. If a project is not considered feasible, then it is not entered into the list of potential projects. Project budget is another important criterion that does not appear in the list below. Project budget is addressed specifically as an independent item within the capital improvements program document.

- **Safety.** Is there an imminent threat to the health and safety of citizens or property?
- **Regulation.** Does a local, state, or federal law or regulation require the project or action?
- **Maintenance.** Is the project or action needed to maintain existing operations or service levels? Ordinary maintenance is not included as part of this criterion. This criterion is related to maintaining a current service level through improvement of a capital asset. Maintaining a level of service indicates an ability to stay abreast of growth. Improvements may be major expenditures that would prevent damage to critical property or disruption of service to the community.
- **Planned Activity.** Is the project or action a goal, objective, or action item identified in the *2005 Comprehensive Plan Update* (City of Sun Valley, 2005), the Council Priorities, and the *City of Sun Valley Transportation Plan* (CH2M HILL, 1997), or other City planning document?
- **Infrastructure & Facilities Improvement.** Does the project or action improve an existing facility or infrastructure? This criterion is related to longer term improvements or development of existing infrastructure or facilities. Improvement may include such activities as building an addition or expansion, widening of a road or pathway, or modification of an alignment to create a better or safer system.
- **Productivity or Efficiency Improvement.** Does the project or action improve the productivity or efficiency of City government, Council, or City employees? This criterion is focused mainly on tools or processes that can be purchased, implemented or otherwise used to improve productivity and efficiency. This criterion is not meant to pressure staff or council into increasing productivity without providing some means for that increase.
- **Resort Community Enhancement.** Does the project or action enhance the City of Sun Valley as a resort community? This criterion is intended to focus on projects that will provide a better visitor experience, including qualities like: more enjoyable, less confusing, easy to access and navigate, more choices, improved aesthetics, and welcoming atmosphere. As possible and applicable, specific qualities or features of other successful resort communities will be used as benchmarks.
- **On-Going or Operation & Maintenance Cost.** What is the impact of the project, project expenditures and future expenditures for operations and management on the City's financial position?

**CAPITAL IMPROVEMENT FUND FY 10**

	FY 08 ACTUALS	FY 09 BUDGET	FY 09 AMENDED BUDGET	FY 09 ESTIMATED ACTUALS	FY 10 BUDGET
<b>CAPITAL IMPROVEMENT FUND RESOURCES</b>					
<b>PROPERTY TAXES</b>					
50-311-500 PROPERTY TAXES	<u>170,675</u>	<u>252,101</u>	<u>252,101</u>	<u>252,101</u>	<u>0</u>
<b>PROPERTY TAXES TOTAL</b>	<b>170,675</b>	<b>252,101</b>	<b>252,101</b>	<b>252,101</b>	<b>0</b>
<b>OPERATING TRANSFERS IN</b>					
50-399-400 TRANSFER FROM STREET FUND	0	40,906	40,906	40,907	0
50-399-500 TRANSFER FROM GENERAL FUND TRANSFER FROM LAND	644,876	315,168	315,168	315,168	0
50-399-300 ACQUISITION FUND TRANSFER FROM CAPITAL	216,811	217,732	217,732	217,732	0
50-399-600 IMPROVEMENT FUND	<u>0</u>	<u>83,134</u>	<u>83,134</u>	<u>83,134</u>	<u>375,018</u>
<b>OPERATING TRANSFERS IN TOTAL</b>	<b><u>861,687</u></b>	<b><u>656,941</u></b>	<b><u>656,941</u></b>	<b><u>656,942</u></b>	<b><u>375,018</u></b>
<b>CAPITAL IMPROVEMENT FUND RESOURCES</b>					
<b>TOTAL</b>	<b>1,032,362</b>	<b>909,042</b>	<b>909,042</b>	<b>909,043</b>	<b>375,018</b>
<b>CAPITAL IMPROVEMENT EXPENDITURES</b>					
<b>CAPITAL PROJECTS</b>					
<b>ROADS &amp; INTERSECTIONS</b>					
50-470-822 SADDLE ROAD	0	0	0	0	0
50-470-823 DOLLAR ROAD	5,797	0	0	0	0
50-470-828 GREY EAGLE ROAD	73,401	0	0	0	0
50-470-829 SUNRISE ROAD	149,745	0	0	0	0
50-470-831 CITY STREETS	<u>0</u>	<u>650,907</u>	<u>590,907</u>	<u>449,389</u>	<u>375,018</u>
<b>ROADS &amp; INTERSECTIONS TOTAL</b>	<b>228,943</b>	<b>650,907</b>	<b>590,907</b>	<b>449,389</b>	<b>375,018</b>
<b>PATHS</b>					
50-470-814 PATHWAY RELOCATION	48,136	0	0	0	0
50-470-832 ELKHORN PATH	0	132,000	132,000	0	0
50-470-833 TRAIL CREEK/SINCLAIR	0	62,865	62,865	268,828	0
50-470-834 TRAIL CREEK CLUB HOUSE TO END	0	53,270	53,270	53,270	0
50-470-825 PATHWAY CRABS PHASE 1	350,373	0	0	0	0
50-470-826 PATHWAY CRABS PHASE 2	<u>401,118</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>PATHS TOTAL</b>	<b>799,627</b>	<b>248,135</b>	<b>248,135</b>	<b>322,098</b>	<b>0</b>
<b>BUILDINGS</b>					
50-470-816 COUNCIL CHAMBERS REMODEL	55,463	0	0	0	0
50-470-821 CITY FACILITY SPACE NEED STUDY	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>3,511</u>	<u>0</u>
<b>BUILDINGS TOTAL</b>	<b>55,463</b>	<b>5,000</b>	<b>5,000</b>	<b>3,511</b>	<b>0</b>
<b>TRANSIT, PARK &amp; RECREATION FACILITIES</b>					
50-470-807 MEADOWS/GATEWAY ENTRYWAY PARK SITE DESIGN	0	0	0	0	0
50-470-830 TRAILHEAD DEVELOPMENT	0	0	0	0	0
50-470-824 STREETSCAPE - TRANSIT	16,571	5,000	5,000	2,795	0
<b>TRANSIT, PARK &amp; REC FACILITIES TOTAL</b>	<b>16,571</b>	<b>5,000</b>	<b>5,000</b>	<b>2,795</b>	<b>0</b>
<b>OTHER</b>					
50-470-811 ENERGY REDUCTION & WATER CONSERVATION	0	0	0	0	0
50-470-820 TRANSPORTATION PLAN UPDATE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
50-470-835 CAPITAL IMPROVEMENTS PLAN	0	0	60,000	11,050	0
<b>OTHER TOTAL</b>	<b>0</b>	<b>0</b>	<b>60,000</b>	<b>11,050</b>	<b>0</b>
<b>CAPITAL IMPROVEMENTS TOTAL</b>					
	<b>1,100,604</b>	<b>909,042</b>	<b>909,042</b>	<b>788,843</b>	<b>375,018</b>



## WORK FORCE HOUSING FUND



The Work Force Housing Fund was established to segregate funds for the purchase and maintenance of housing for critical emergency personnel. The City purchased two housing units in Elkhorn Springs which are currently occupied by firefighters who also serve as emergency medical technicians (EMTs). Revenues into the Fund are rents collected from the current residents. Expenditures are for the maintenance and homeowner association dues. There is no other budgeted activity in the Fund for FY 10.

**WORK FORCE HOUSING FUND FY 10**

	FY 08 Actual	FY 09 Budget	FY 09 Amended Budget	FY 09 Estimate d Actual	FY 10 Budget
<b>WORKFORCE HOUSING FUND RESOURCES</b>					
<b>FEES AND RENTS</b>					
42-311-510 PAYMENT OF FEES IN LIEU	0	0	0	0	0
42-311-515 RENTS	<u>15,200</u>	<u>15,975</u>	<u>15,975</u>	<u>17,700</u>	<u>17,700</u>
<b>FEES AND RENTS TOTAL</b>	<b>15,200</b>	<b>15,975</b>	<b>15,975</b>	<b>17,700</b>	<b>17,700</b>
<b>OPERATING TRANSFERS IN</b>					
42-399-100 TRANS. FROM GF FUND BAL.	61,000	0	0	0	0
42-399-500 TRANS. FROM WKFC FUND BAL.	<u>50,400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>OPERATING TRANSFERS IN TOTAL</b>	<b>111,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>WORKFORCE HOUSING FUND REVENUE TOTAL</b>	<b>126,600</b>	<b>15,975</b>	<b>15,975</b>	<b>17,700</b>	<b>17,700</b>
<b>WORK FORCE HOUSING EXPENDITURES</b>					
<b>MISC EXPENDITURES</b>					
CITY OWNED UNITS/ UTILITIES &					
42-470-705 MAINT.	4,567	4,128	4,128	7,696	7,696
42-470-706 LINKAGE FEES RETURNED	(3,912)	0	0	0	0
42-470-707 LEGAL SETTLEMENT	<u>60,924</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>MISC EXPENDITURES TOTAL</b>	<b>61,579</b>	<b>4,128</b>	<b>4,128</b>	<b>7,696</b>	<b>7,696</b>
<b>CAPITAL PROJECTS</b>					
42-470-710 FUTURE HOUSING PROJECTS ELKHORN FIRESTATION-	0	11,847	11,847	10,004	10,004
42-470-730 WORKFORCE HOUSING 4 UNITS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>CAPITAL PROJECTS TOTAL</b>	<b>0</b>	<b>11,847</b>	<b>11,847</b>	<b>10,004</b>	<b>10,004</b>
<b>WORKFORCE HOUSING FUND EXPENDITURE TOTAL</b>	<b>61,579</b>	<b>15,975</b>	<b>15,975</b>	<b>17,700</b>	<b>17,700</b>

# CITY OF SUN VALLEY

## MISSION

We, the employees and elected officials of the City of Sun Valley, are dedicated to providing a positive environment wherein the quality of life and economic well-being of all who live, visit and work in Sun Valley may be preserved. The success of the City of Sun Valley relies on a moral sense of stewardship and adherence to the ideals of excellence in service to its citizens through the person contributions of all.

## COUNCIL PRIORITIES

	FINANCIAL PLANNING	COMMUNITY DEVELOPMENT	ECONOMIC DEVELOPMENT	COMMUNICATION AND COLLABORATION	ORGANIZATIONAL LEADERSHIP
<b>Short term within budget year</b>	<p>Finalize investment policy.</p> <p>Implement Capital Improvement Program ("CIP"). Evaluate bond referendum after CIP complete.</p> <p>Conduct comprehensive analysis of all City revenue sources, review all fee rates and update as necessary.</p> <p>Conduct comprehensive analysis of expenditures and cost structure and analysis.</p> <p>Consider impact fee ordinance.</p>	<p>Finalize workforce housing plan with emphasis on housing/critical emergency personnel.</p> <p>Develop and implement plan for use of the City's 5 acre parcel.</p> <p>Work with Sun Valley Ketchum, Charabur and Visitors Bureau, and Sun Valley Company on marketing and promotion.</p> <p>Develop City entry signage plan to welcome visitors and delineate borders.</p> <p>Work with the US Postal Service to improve mail delivery services in the City.</p> <p>Work with Mt. Rides to continue, improve and expand transportation services in and to the City.</p>	<p>Implement Sustain Blaine economic strategies.</p> <p>Request representation on the replacement airport authority.</p> <p>Work with Sun Valley Ketchum, Charabur and Visitors Bureau, and Sun Valley Company on marketing and promotion.</p> <p>Develop City entry signage plan to welcome visitors and delineate borders.</p> <p>Work with the US Postal Service to improve mail delivery services in the City.</p> <p>Work with Mt. Rides to continue, improve and expand transportation services in and to the City.</p>	<p>Expand use of public communications, website and electronic media.</p> <p>Work for the resolution of long-term funding and governance issues regarding Consolidated Dispatch.</p>	<p>Establishing written policies including guidelines for individual council member ethics and conduct.</p> <p>Clarify the value system of the organization by providing leadership through development of strategic policies.</p> <p>Instill a attitude of "high morale, high performance" throughout the organization</p> <p>Improve attendance and reporting by Council members on committee and liaison assignments.</p>
<b>Mid term within calendar year</b>	<p>Finalize, review and adopt complete system of financial policies.</p> <p>Adopt and administer the budget based on the highest and best use of funds consistent with Generally Accepted Accounting Principles (GAAP).</p>	<p>Implement plan to control noxious weeds.</p> <p>Review City's parking ordinance and revise as necessary.</p> <p>Initiate 5 year review of Comprehensive Plan. Update the plan as necessary.</p> <p>Update design guidelines for all residential zoning districts, eliminate minimum density requirements.</p> <p>Review of City's Area of City Impact ("ACI")</p>	<p>Work with Idaho Power for installation of redundant power line from Halley to Sun Valley.</p> <p>Participate in the development of the governance process for the replacement airport for Freeman Memorial Airport.</p>	<p>Make available to residents an annual accounting of services provided and resources used.</p> <p>Intell and support of video transmission of City Council and Planning and Zoning meetings.</p>	<p>Develop strategic plan that involves input and participation of City Council, City Staff and community stakeholders.</p> <p>Commit to investing in and developing human capital.</p>
<b>Long term within election term</b>	<p>Reserve the GFOA Distinguished Budget Award for the annual budget and the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report (CAFR).</p>	<p>Develop an urban wild land interface plan for fire prevention and protection.</p> <p>Develop plan for City parks and open spaces.</p> <p>Consider and evaluate planning issues including PUD, hillside ordinance, rezoning and signage.</p> <p>Amend Comprehensive Plan for Land Use Planning Area #3 to reflect the community's projected land use for this area.</p>	<p>Trail development and maintenance with the SVEA, Sun Valley Company, CG Elkhorn, Bureau of Land Management ("BLM"), U.S. Forest Service.</p> <p>Develop the Multiuse path, extend to Boundary Campground</p>	<p>Maintain service quality through input from citizens and stakeholders.</p>	<p>Maintain service quality through input from citizens and stakeholders.</p>
<b>Strategic Foundation</b>	<p>Utilize long-range financial planning and make adjustments to address emerging issues.</p> <p>Work toward diversification of revenue sources.</p> <p>Respond to opportunities for grants and other available revenue sources.</p> <p>Maintain adequate and appropriate fund balances to ensure long-term financial stability.</p>	<p>Identify the essential service personnel who need housing in or near the City to meet the rapid response needs for the health, safety and welfare of the residents and visitors.</p> <p>Ensure that decisions made by the City are consistent with the Comprehensive Plan.</p>	<p>Diversify and strengthen the City's economic base.</p> <p>Support transportation development and improvements that will improve access to and from Sun Valley.</p>	<p>Improve communications with the public to ensure the ready availability of information about City programs and services to residents and visitors.</p> <p>Make progress toward full open and transparent government.</p> <p>Maintain service quality through input from citizens and stakeholders.</p>	<p>Direct organizational activity by development of City Council policy and policy oriented action.</p> <p>Maintain quality service by engaging in appropriate City Council policy development and implementation and resource allocation.</p>

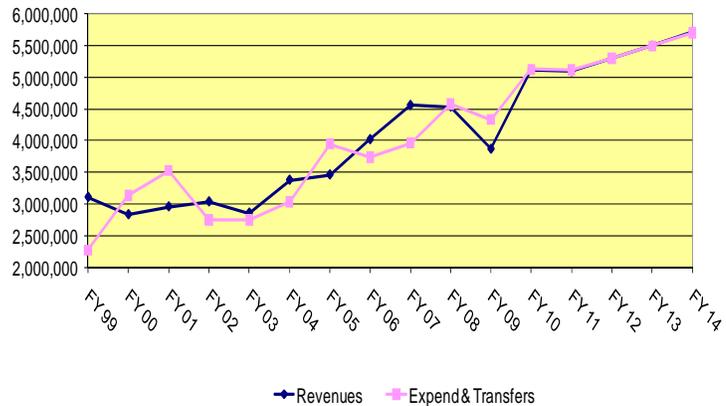
## GENERAL FUND ANALYSIS

The charts below show a history of revenue, expenditure and fund balances of the City's General Fund. The *General Fund* is usually the largest and most important of the governmental funds. The general fund is the primary operating fund and the most important in terms of the operating budget. It is "general" because any transaction that cannot be accounted for in another fund must be recorded in the general fund.

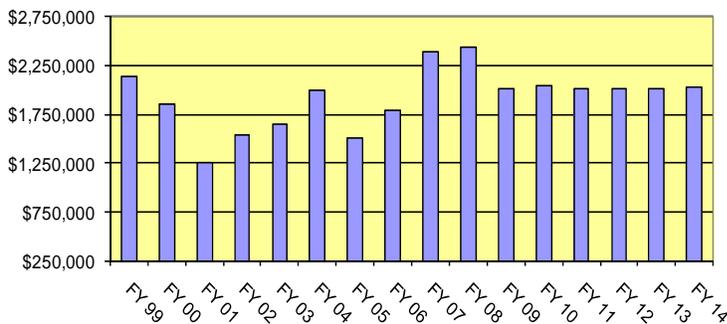
The information provided for years FY 99 to FY 08 are actual audited numbers. Information provided for years FY 09 through FY 14 is based on estimates and projections. As you can see over the years, revenues exceeded expenditures in some years for example, in FY 99, FY 02, FY 04 and FY 06 and FY 07. In some years expenditures exceeded revenues for example, FY 01 and FY 05. When revenues exceed expenditures, unexpended funds lapse at the end of the year into the fund balance.

The City is required to operate a balanced budget and although expenditures may exceed revenues, the City must have the funds available to spend. Expenditures may exceed revenues if the City spends from its fund balance. In FY 08 and FY 09, the City planned to spend from its fund balance for capital improvement projects. Projections into FY 14 are based on an analysis of historical revenue and expenditure trends. Ideally, revenues will track closely with expenditures. The Mayor, City Council and City Staff manage and monitor revenues and expenditures carefully to ensure fiscal stability.

Revenue and Expenditures  
with Transfers



General Fund  
Fund Balance History and Projections

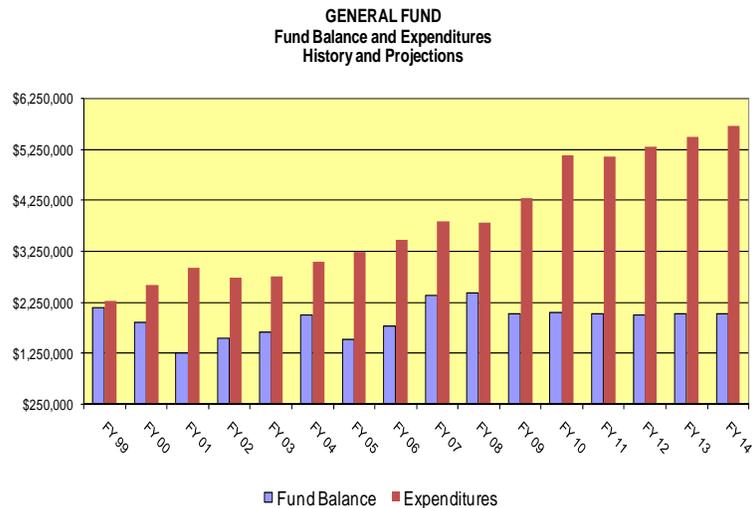


The chart to the left shows the history of the General Fund fund balance. Similar to the prior chart, the information provided for years FY 99 to FY 08 are actual audited numbers. Information provided for years FY 09 through FY 14 is based on estimates and projections.

It is common for a fund balance to decrease and increase as the financial needs of the City change over the years. In good economic times, the fund balance may be increased to

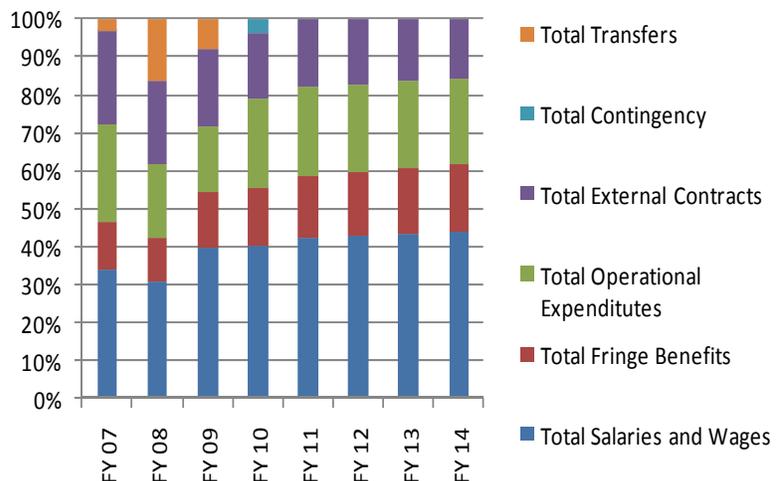
give the City savings if the economy takes a downturn. The City Council adopted a General Fund Fund Balance Policy in FY 09. The Policy is set forth in the Budget Overview section of this budget. In summary the Policy provides that the City shall maintain at all times in its General Fund, an unreserved, designated fund balance entitled “Fiscal Policy Reserve” of no less than the equivalent of 16 weeks and no more than the equivalent of 32 weeks of regular General Fund operating expenditures, based on its annual General Fund Budget.

The chart to the right shows history and projections of the ratio of fund balance to expenditures in the General Fund. It is prudent and fiscally responsible for a city to maintain a healthy fund balance. However, it is not reasonable for a city to maintain an excessive fund balance. The chart below shows that the Mayor and City Council



are managing the City’s General Fund fund balance at an appropriate fiscally responsible level is compliance with their adopted policy.

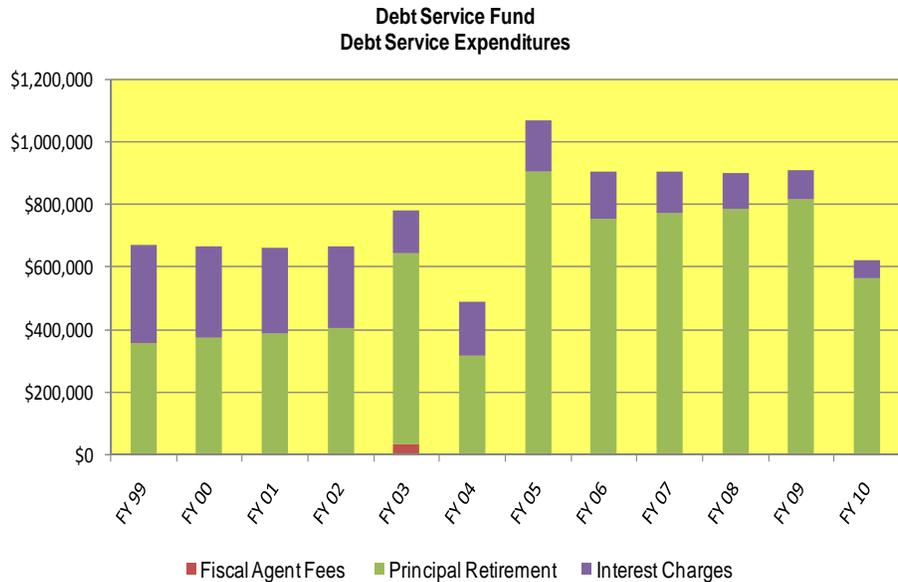
The categories of expenditures for the General Fund are salaries and wages, fringe benefits, operational expenditures, external contracts, contingency and transfers. The portion of these categories of expenditures is not projected to change significantly over the next five years.



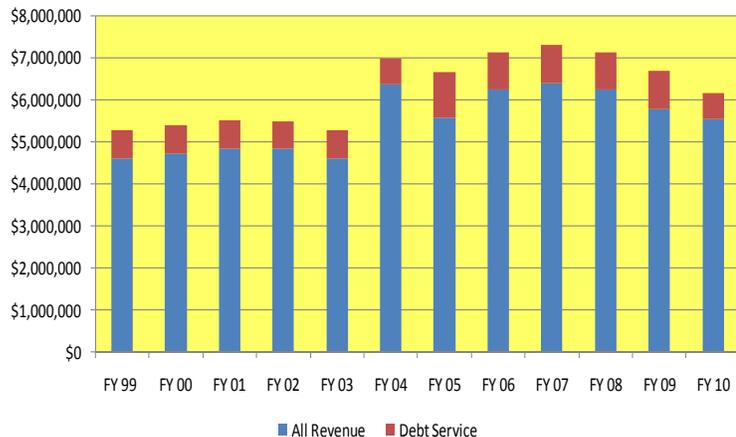
## DEBT SERVICE FUND ANALYSIS

The chart below shows the debt service of the City since FY 99. In February 1995 the voters of Sun Valley approved the issuance of \$6,500,000 in bonds for street improvements. On August 12, 1995 the City issued \$2,000,000 of the bonds. On July 15, 1997 the City issued the remaining \$4,500,000 of bonds. In May 2004 bonds in the amount of \$4,060,000 were refinanced. In August 2004 the City issued \$1,300,000 in general obligation capital notes to finance the repair of a secondary roadway in the City.

The City currently has \$1,155,000 of the Series 2003 General Obligation Bonds (the "2003 Bonds") outstanding. The 2003 Bonds refinanced the City's 1995 and 1996 series of bonds. These bonds are repaid with a special property tax (the "Bond Levy") authorized by a bond election held in February 1995. The original bonds (1995 and 1996) were sold to fund street improvements. The City is currently paying (levying) approximately \$620,000 in annual bond payments on the 2003 Bonds. The 2003 bonds will be fully repaid on August 1, 2011.



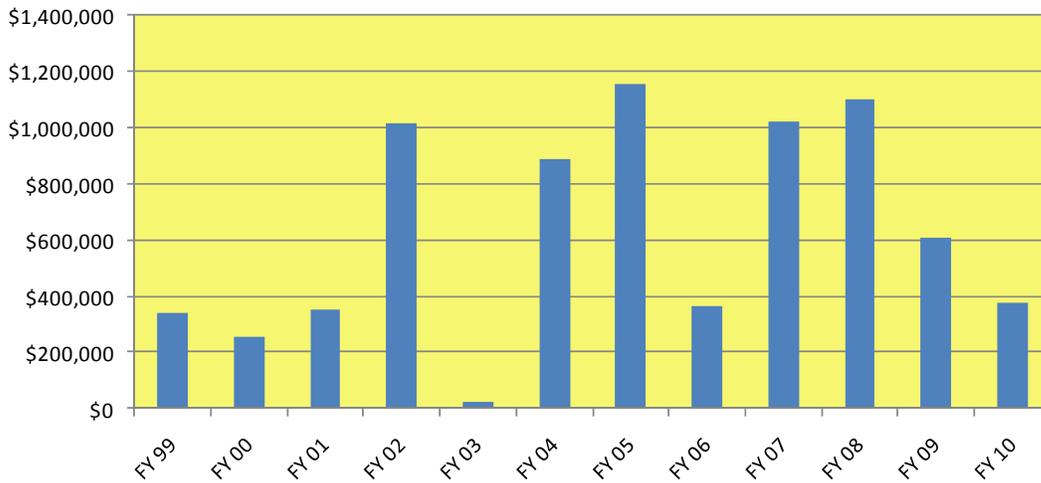
The chart to the right shows the ratio of debt service to total City revenues. The City has historically kept the debt service ratio to total revenues low. The City will retire its outstanding debt in 2011. During FY 10 the City will review its Capital Improvement Program and explore funding alternatives for needed projects.



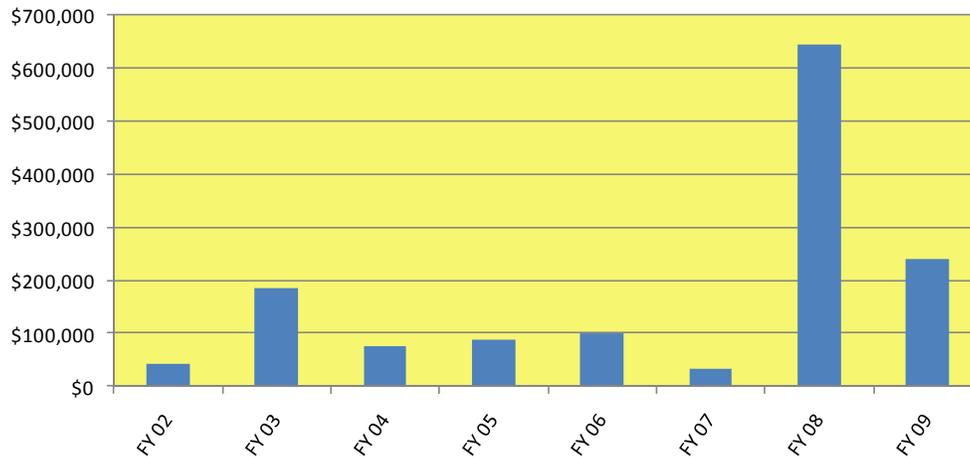
## CAPITAL IMPROVEMENT AND FIXED ASSET FUND ANALYSIS

The charts below graphically represent expenditures in the Capital Improvement Fund and the Fixed Asset Fund. Expenditures in the Capital Improvement Fund primarily represent expenditures on streets and paths. Expenditures in the Fixed Asset Fund primarily represent expenditures for equipment such as street sweeping and snow plowing equipment. In FY 08 the City purchased a new fire engine which is represented by the expenditure over \$600,000.

**Capital Improvement Fund  
Capital Expenditures**



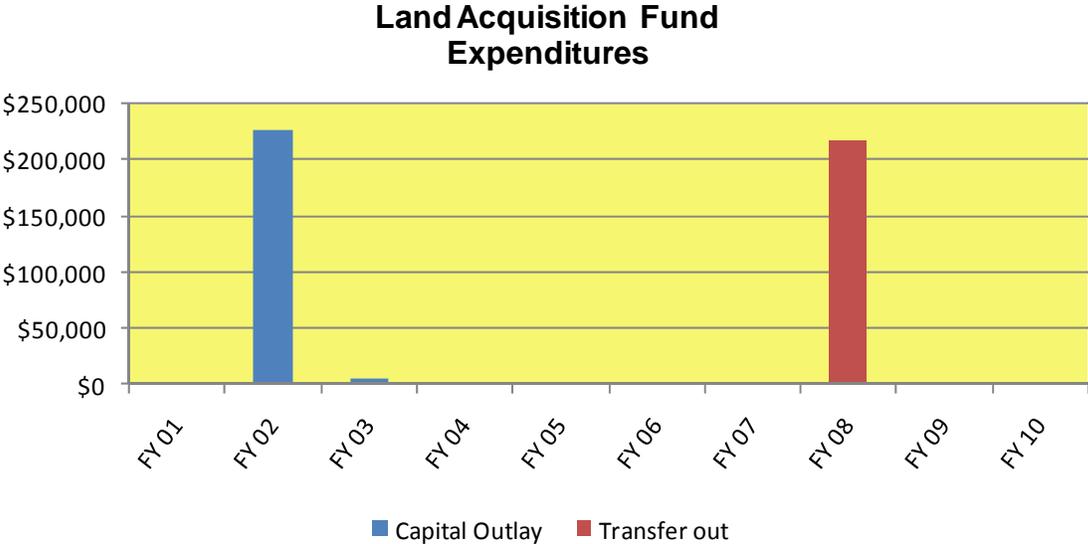
**Fixed Asset Fund  
Capital Expenditures**



# LAND ACQUISITION FUND ANALYSIS

The chart below represents expenditures in the Land Acquisition Fund since the fund’s creation in FY 01. In FY 02 the City purchased two work force housing units in Elkhorn Springs. Those units are currently occupied by firefighters who also serve as emergency medical technicians (EMTs).

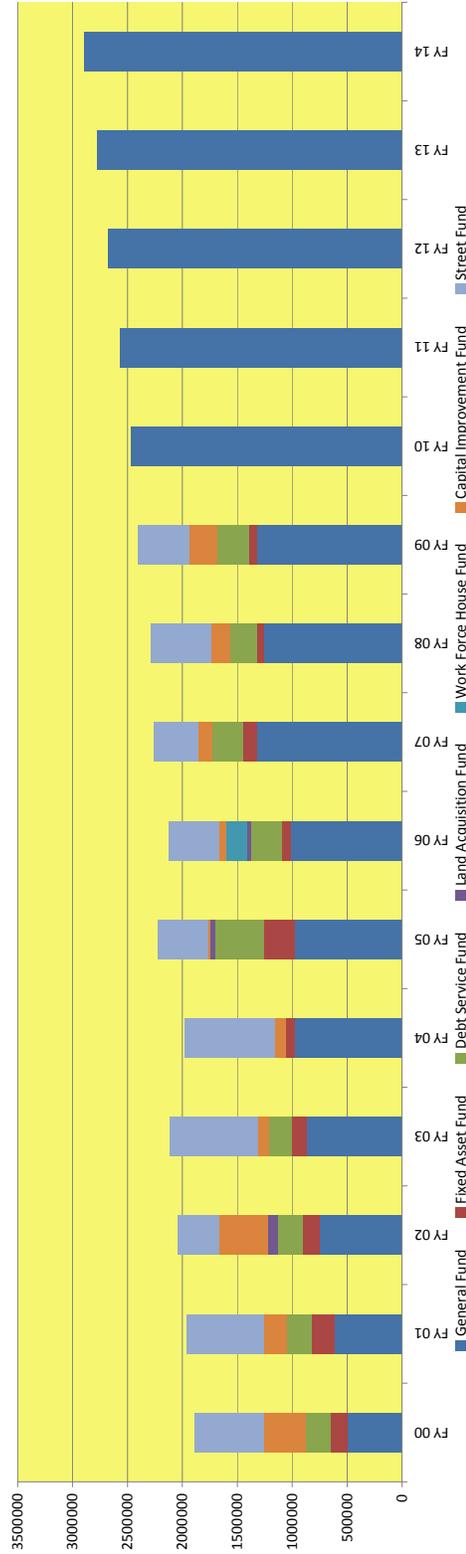
The transfer out in FY 08 was the result of a law suit that resulted in the City refunding to developers fees previously collected to support work force housing.



**Property Tax Revenue  
All Funds**

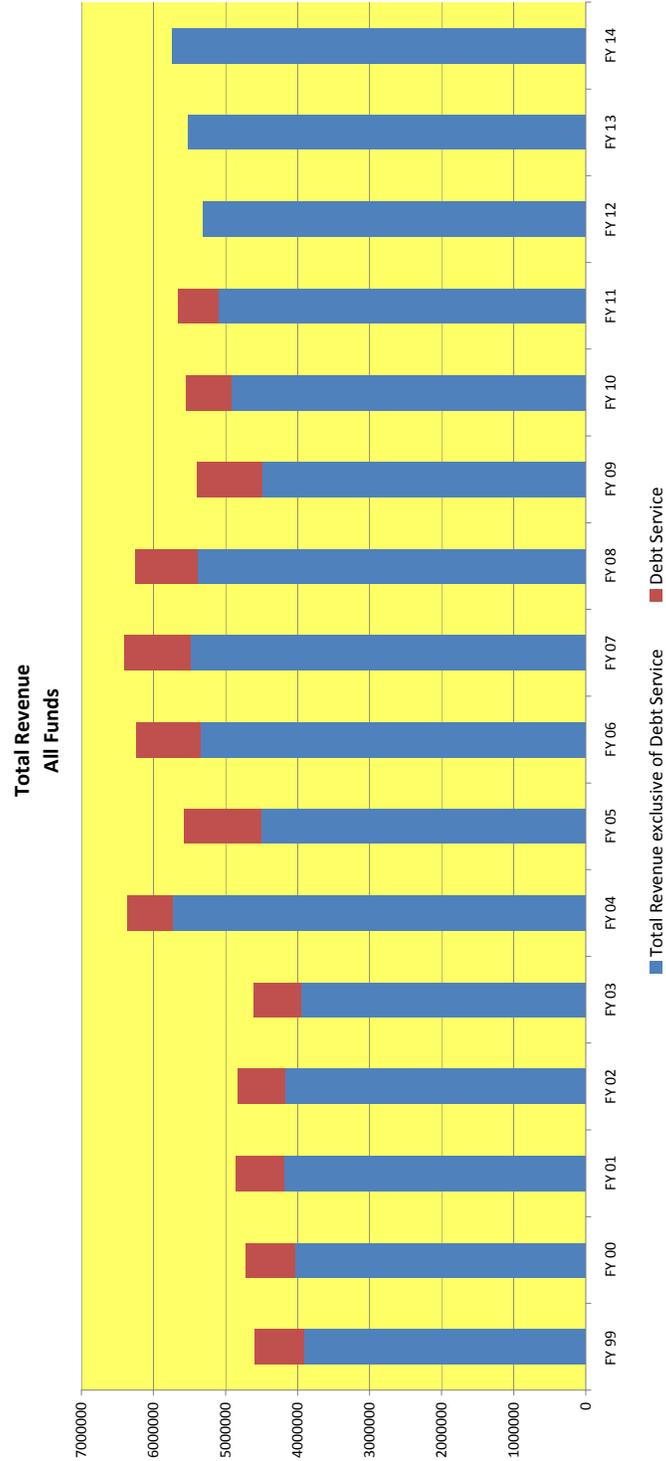
	FY 00	FY 01	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13	FY 14
General Fund	494,777	621,306	750,872	868,775	977,922	981,538	1,009,068	1,319,930	1,262,829	1,326,567	2,471,870	2,570,745	2,673,575	2,780,518	2,891,738
Fixed Asset Fund	154,061	200,000	150,823	131,062	78,088	277,805	85,600	126,215	56,369	69,400	0	0	0	0	0
Debt Service Fund	223,250	228,553	223,298	217,920	0	439,408	278,959	286,061	250,313	285,075	0	0	0	0	0
Land Acquisition Fund	0	0	100,000	0	0	49,492	43,354	0	0	0	0	0	0	0	0
Work Force House Fund	0	0	0	0	0	0	183,085	0	0	0	0	0	0	0	0
Capital Improvement Fund	386,153	212,000	441,289	93,616	97,610	18,658	66,675	121,741	170,675	252,101	0	0	0	0	0
Street Fund	<u>629,538</u>	<u>704,293</u>	<u>381,797</u>	<u>805,096</u>	<u>819,923</u>	<u>456,795</u>	<u>462,687</u>	<u>402,264</u>	<u>543,409</u>	<u>471,426</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Property Tax Revenues All Funds</b>	<b>1,887,778</b>	<b>1,966,151</b>	<b>2,048,079</b>	<b>2,116,469</b>	<b>1,973,543</b>	<b>2,223,697</b>	<b>2,129,428</b>	<b>2,256,211</b>	<b>2,283,594</b>	<b>2,404,569</b>	<b>2,471,870</b>	<b>2,570,745</b>	<b>2,673,575</b>	<b>2,780,518</b>	<b>2,891,738</b>
Percentage Increase year-to-year		104.15%	104.17%	103.34%	93.25%	112.68%	95.76%	105.95%	101.21%	105.30%	102.80%	104.00%	104.00%	104.00%	104.00%
Bond	453,264	443,661	439,420	442,445	457,310	631,097	621,611	625,412	624,252	623,400	623,750	565,000	0	0	0

**Property Tax Revenue  
All Funds**



## Total Revenue All Funds

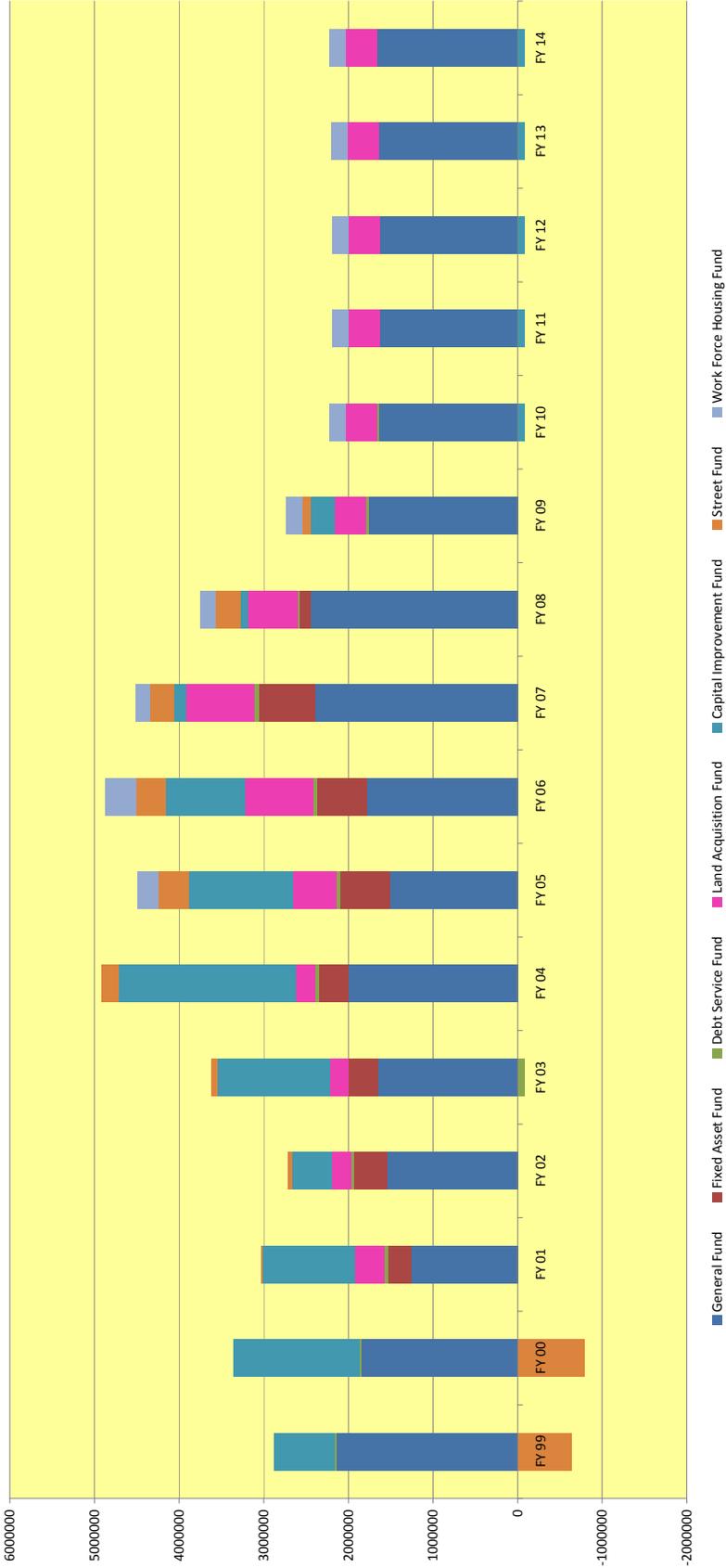
	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13	FY 14
Total Revenue exclusive of Debt Service	\$3,914,133	\$4,045,662	\$4,179,078	\$4,165,529	\$3,948,825	\$5,736,855	\$4,505,431	\$5,342,014	\$5,485,939	\$5,380,747	\$4,491,512	\$4,928,379	\$5,095,261	\$5,318,411	\$5,525,146	\$5,740,117
Debt Service	\$684,462	\$676,514	\$672,213	\$662,718	\$660,365	\$624,670	\$1,070,505	\$900,069	\$916,562	\$868,745	\$908,475	\$622,750	\$565,000	\$0	\$0	\$0
All Revenue	\$4,598,595	\$4,722,176	\$4,851,291	\$4,828,247	\$4,609,190	\$6,361,525	\$5,575,936	\$6,242,083	\$6,402,491	\$6,249,492	\$5,399,987	\$5,551,129	\$5,660,261	\$5,318,411	\$5,525,146	\$5,740,117



**End of Year Fund Balances  
Individual Funds**

	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13	FY 14
General Fund	2,144,479	1,851,723	1,256,014	1,543,653	1,652,531	1,995,118	1,508,654	1,790,386	2,385,682	2,442,727	1,761,686	1,638,329	1,626,441	1,627,981	1,641,172	1,664,009
Fixed Asset Fund	17,270	25,691	280,543	390,592	343,715	354,843	583,349	579,171	672,181	139,029	2,122	-1	0	0	0	0
Debt Service Fund			34,327	32,297	-87,451	47,350	48,220	45,624	56,943	24,330	24,330	24,330	0	0	0	0
Land Acquisition Fund	714,870	1,481,704	1,091,250	230,174	225,346	514,240	806,307	806,307	806,307	589,496	371,764	371,764	371,764	371,764	371,764	371,764
Capital Improvement Fund	-636,302	-794,344	15,051	466,758	1,332,120	2,092,107	1,235,697	937,297	143,255	75,013	291,879	-83,139	-83,139	-83,139	-83,139	-83,139
Street Fund				55,153	67,312	208,429	355,401	351,527	279,778	294,607	90,425	0	0	0	0	0
Work Force Housing Fund							247,700	364,612	165,877	180,497	190,501	190,501	190,501	190,501	190,501	190,501
<b>Total Fund Balances End of Year</b>	<b>2,240,317</b>	<b>2,564,774</b>	<b>3,028,487</b>	<b>2,718,627</b>	<b>3,533,573</b>	<b>4,923,193</b>	<b>4,493,261</b>	<b>4,874,924</b>	<b>4,510,023</b>	<b>3,745,699</b>	<b>2,732,707</b>	<b>2,141,784</b>	<b>2,105,567</b>	<b>2,107,107</b>	<b>2,120,298</b>	<b>2,143,135</b>

**End of Year Fund Balances  
Individual Funds**





## Relevant Statutory Provisions



Photo Courtesy of Nils Ribi

## RELEVANT STATUTORY PROVISIONS

### **§ 50-1002. Annual budget**

The city council of each city shall, prior to passing the annual appropriation ordinance, prepare a budget, estimating the probable amount of money necessary for all purposes for which an appropriation is to be made, including interest and principal due on the bonded debt and sinking fund, itemizing and classifying the proposed expenditures by department, fund or service, as nearly as may be practicable, and specifying any fund balances accumulated under section 50-1005A, Idaho Code. To support such proposed expenditure, the council shall prepare an estimate of the total revenue anticipated during the ensuing fiscal year for which a budget is being prepared classifying such receipts by source as nearly as may be possible and practicable, said estimate to include any surplus not subject to the provisions of sections 50-1004 and 50-1005A, Idaho Code, nor shall said estimated revenue include funds accumulated under section 50-236, Idaho Code. The proposed budget for the ensuing fiscal year shall list expenditures and revenues during each of the two (2) previous fiscal years by fund and/or department. Following tentative approval of the revenues and expenditures estimated by the council, the same shall be entered at length in the journal of proceedings. Prior to certifying to the county commissioners, a notice of time and place of public hearing on the budget, which notice shall include the proposed expenditures and revenues by fund and/or department including the two (2) previous fiscal years, and a statement of the estimated revenue from property taxes and the total amount from sources other than property taxes of the city for the ensuing fiscal year, shall be published twice at least seven (7) days apart in the official newspaper. At said hearing any interested person may appear and show cause, if any he has, why such proposed budget should or should not be adopted.

### **§ 50-1003. Annual appropriations bill--Amending appropriation ordinance-- Special appropriation upon petition or election**

The city council of each city shall, prior to the commencement of each fiscal year, pass an ordinance to be termed the annual appropriation ordinance, which in no event shall be greater than the amount of the proposed budget, in which the corporate authorities may appropriate such sum or sums of money as may be deemed necessary to defray all necessary expenses and liabilities of such corporation, not exceeding in the aggregate the amount of tax authorized to be levied during that year in addition to all other anticipated revenues. Provided, the amount appropriated from property tax revenues shall not exceed the amount of property tax revenue advertised pursuant to section 50-1002, Idaho Code.

Such ordinance shall specify the object and purposes for which such appropriations are made and the amount appropriated for each object or purpose. Said ordinance shall be filed with the office of the secretary of state.

The city council of any city may, by the same procedure as used in adopting the original appropriation ordinance at any time during the current fiscal year, amend the appropriation ordinance to a greater amount than that adopted, if after the adoption of the appropriation ordinance, additional revenue will accrue to the city during the current fiscal year as a result of increase in state or federal grants or allocations, or as a result of an increase in an enterprise fund or funds to finance the operation and maintenance of governmental facilities and services which are entirely or predominantly self-supporting by user charges, or as a result of an increase in revenues from any source other than ad valorem tax revenues. A city whose property tax certification is made for the current fiscal year may amend its budget and annual appropriation ordinance, pursuant to the notice and hearing requirements of section 50-1002, Idaho Code, prior to certification to the county commissioners.

No further appropriation, except as herein provided, shall be made at any other time within such fiscal year unless the proposition to make each appropriation has been first sanctioned by a majority of the legal voters of such city, either by petition signed by them equal in number to a majority of the number who voted at the last general city election, or approved at a special election duly called therefor, and all appropriations shall end with the fiscal year for which they are made.

### **§ 50-1007. Certification and collection of city taxes**

The council of each city not later than the second Monday in September, as provided in section 63-803(3), Idaho Code, shall certify to the county commissioners of the county, the total amount required from a property tax upon property within the city to raise the amount of money fixed by their budget as previously approved which shall include all special taxes assessed as provided by law. The amount which may be so certified, assessed and collected shall not exceed the maximum levy provided by section 50-235, Idaho Code, to defray its general expenses for either the current or the ensuing fiscal year, together with any special taxes, authorized under the provisions of this act, and such tax as may be authorized by law to be levied for the payment of outstanding bonds and debts. In all sales for delinquent city taxes, if there be other delinquent taxes from the same person, or lien upon the same property, the sale shall be for all the delinquent taxes; and such sales and all sales made under and by virtue of this section or the provisions of law herein referred to shall be of the same validity, and in all respects be deemed and treated as though sales had been made for delinquent state and county taxes exclusively.



## TAX AND LEVY INFORMATION

In 1946, a group of Idahoans formed the Associated Taxpayers of Idaho (“ATI”), an independent, nonpartisan, not-for-profit organization to work on behalf of Idaho’s taxpayers. Today, ATI remains the only statewide association encouraging effective and responsible government through research and public education. ATI’s based membership ranges from individual taxpayers to large corporations.

ATI provides objective, historical and current tax and fiscal research from a taxpayer's perspective. ATI’s credible information and taxpayer advocacy make it an extremely effective participant in the formation of Idaho's public finance policy. ATI represents its members at meetings of legislative tax committees, the State Tax Commission, the Governor's Office, city/county officials and other public entities. ATI also works closely with industry trade associations, chambers of commerce, a variety of civic groups, the media and many others.

ATI is an active member of the National Taxpayers Conference (NTC), a national network of longtime taxpayers associations. It is also a member of the Government Research Association, a national professional association of individuals engaged in public finance research. ATI combines this national expertise with its own to maximize member services.

The following tax and levy information in Blaine County is provided by the ATI.

# STATEWIDE SUMMARY

## FOR ALL TAXING DISTRICTS BY COUNTY

	<u>2005 Population</u>	<u>2006 Tax Charge</u>	<u>2005 Tax Charge</u>	<u>% Tax Change</u>
Ada	344,727	\$350,551,326	\$388,476,934	-9.8%
Adams	3,591	3,159,933	3,779,834	-16.4%
Bannock	78,155	49,909,451	55,569,753	-10.2%
Bear Lake	6,176	3,310,226	4,360,690	-24.1%
Benewah	9,218	4,376,612	5,441,459	-19.6%
Bingham	43,739	18,132,317	21,007,734	-13.7%
Blaine	21,166	52,036,290	52,236,744	-0.4%
Boise	7,535	4,349,532	5,957,975	-27.0%
Bonner	40,908	32,705,126	41,910,291	-22.0%
Bonneville	91,856	63,475,607	70,073,819	-9.4%
Boundary	10,619	5,760,349	7,336,673	-21.5%
Butte	2,808	1,696,869	2,336,526	-27.4%
Camas	1,050	1,161,149	1,402,759	-17.2%
Canyon	164,593	112,851,282	119,556,406	-5.6%
Caribou	7,131	6,670,063	8,334,909	-20.0%
Cassia	21,324	9,658,113	12,088,380	-20.1%
Clark	943	839,699	1,062,766	-21.0%
Clearwater	8,373	5,508,230	6,444,488	-14.5%
Custer	4,077	2,720,407	3,782,090	-28.1%
Elmore	28,634	13,804,918	15,932,649	-13.4%
Franklin	12,371	4,475,346	5,368,815	-16.6%
Fremont	12,242	8,454,770	10,460,877	-19.2%
Gem	16,273	5,793,145	7,369,557	-21.4%
Gooding	14,461	7,679,297	9,369,332	-18.0%
Idaho	15,697	6,678,280	7,884,718	-15.3%
Jefferson	21,580	8,325,608	10,102,439	-17.6%
Jerome	19,638	12,388,410	12,961,901	-4.4%
Kootenai	127,668	98,224,298	122,661,847	-19.9%
Latah	34,714	23,139,785	26,973,363	-14.2%
Lemhi	7,909	3,729,449	4,626,261	-19.4%
Lewis	3,750	2,804,492	3,370,130	-16.8%
Lincoln	4,545	2,910,611	3,329,775	-12.6%
Madison	30,975	13,818,192	14,165,471	-2.5%
Minidoka	19,014	9,223,224	10,589,442	-12.9%
Nez Perce	37,931	34,331,400	39,415,172	-12.9%
Oneida	4,209	1,984,636	2,695,649	-26.4%
Owyhee	11,073	4,184,115	5,644,745	-25.9%
Payette	22,197	11,463,404	13,394,519	-14.4%
Power	7,753	9,517,352	10,956,022	-13.1%
Shoshone	13,157	10,917,482	10,732,413	1.7%
Teton	7,467	5,847,664	6,407,273	-8.7%
Twin Falls	69,419	44,330,174	48,034,024	-7.7%
Valley	8,332	19,120,399	18,185,563	5.1%
Washington	10,098	5,664,037	7,356,016	-23.0%
<b>TOTAL</b>	<b>1,429,096</b>	<b>\$1,097,683,066</b>	<b>\$1,239,148,202</b>	

## Blaine County

	<u>Taxing Unit</u>	<u>2004 CERTIFIED TAX CHARGE</u>	<u>2004 ASSESSED VALUATION</u>	<u>LEVY PER \$100 A.V.</u>
<b>County</b>	Blaine	\$5,941,310	\$8,120,193,303	0.0731671
<b>Cities</b>	Bellvue	\$236,248	\$238,134,519	0.0992077
	Carey	\$28,540	\$20,742,001	0.1375952
	Hailey	\$1,663,101	\$889,174,326	0.1870388
	Ketchum	\$2,540,933	\$2,393,117,738	0.1061766
	Sun Valley	\$2,831,346	\$1,817,736,561	0.1557621
<b>School Districts</b>	061 Blaine County	\$30,535,127	\$8,120,193,303	0.3760394
<b>Ambulance</b>	Ambulance	\$934,683	\$8,120,193,303	0.0115106
<b>Cemetery Districts</b>	Bellevue	\$44,218	\$520,786,463	0.0084906
	Carey	\$8,262	\$41,240,009	0.0200339
	Hailey	\$171,903	\$1,873,007,214	0.0091779
	Ketchum	\$35,110	\$4,026,147,923	0.0008720
	Picabo	\$7,425	\$46,547,660	0.0159513
<b>Fire Districts</b>	Carey	\$57,474	\$42,207,322	0.1361707
	Ketchum Rural	\$247,987	\$1,861,156,267	0.0187483
	Ketchum Rural Bond	\$100,950	\$1,861,156,267	0.0054240
	Minidoka County Joint	\$6,094	\$6,325,267	0.0963388
	West Magic Joint	\$6,638	\$6,177,813	0.1074436
	Wood River	\$540,253	\$740,832,175	0.0729251
<b>Flood Control</b>	Carey #2	\$2,855	\$26,975,410	0.0105837
	Wood River #9	\$63,837	\$3,234,413,628	0.0019736
<b>Library Districts</b>	Little Wood	\$18,257	\$78,632,239	0.0232182
<b>Recreation</b>	Blaine County	\$822,009	\$8,120,193,303	0.0101230
<b>Sewer &amp; Water Districts</b>	Sun Valley	\$884,799	\$1,766,447,878	0.0500891
	<b>Total Tax Charge</b>	\$47,729,359		
	<b>Number of Taxing Units</b>	24		
	<b>Average Tax Rate Per \$100 A.V.</b>	0.5877860		

## Blaine County

	<u>Taxing Unit</u>	<u>2005 CERTIFIED TAX CHARGE</u>	<u>2005 ASSESSED VALUATION</u>	<u>LEVY PER \$100 A.V.</u>
<b>County</b>	Blaine	\$6,566,949	\$9,787,040,510	0.0670985
<b>Cities</b>	Bellvue	\$248,877	\$342,115,902	0.0727464
	Carey	\$36,800	\$27,423,270	0.1341926
	Hailey	\$1,751,901	\$1,278,527,416	0.1370249
	Ketchum	\$2,656,223	\$2,724,946,746	0.0974779
	Sun Valley	\$2,760,207	\$2,100,852,048	0.1313851
<b>School Districts</b>	061 Blaine County	\$33,498,370	\$9,787,040,510	0.3422727
<b>Ambulance</b>	Ambulance	\$1,028,580	\$9,787,040,510	0.0105096
<b>Cemetery Districts</b>	Bellevue	\$45,021	\$741,745,225	0.0060696
	Carey	\$9,001	\$50,423,074	0.0178509
	Hailey	\$180,747	\$2,471,515,223	0.0073132
	Ketchum	\$535,110	\$4,608,947,028	0.0116102
	Picabo	\$8,173	\$61,715,004	0.0132431
<b>Fire Districts</b>	Carey	\$66,359	\$47,844,609	0.1386969
	Ketchum Rural	\$358,407	\$2,152,527,329	0.0166505
	Minidoka County Joint	\$6,339	\$6,437,107	0.0984765
	Smiley Creek	\$6,877	\$7,948,467	0.0865247
	West Magic Joint	\$40,000	\$25,706,245	0.1556042
	Wood River	\$608,778	\$976,697,100	0.0623302
<b>Flood Control</b>	Carey #2	\$3,142	\$34,477,894	0.0091130
	Wood River #9	\$33,452	\$4,054,497,432	0.0008250
<b>Library Districts</b>	Little Wood	\$19,774	\$92,310,035	0.0214212
<b>Recreation</b>	Blaine County	\$861,082	\$9,787,040,510	0.0087982
<b>Sewer &amp; Water Districts</b>	Sun Valley	\$906,575	\$2,043,410,952	0.0443657
	<b>Total Tax Charge</b>	\$52,236,744		
	<b>Number of Taxing Units</b>	24		
	<b>Average Tax Rate Per \$100 A.V.</b>	0.5337338		

**Blaine County**

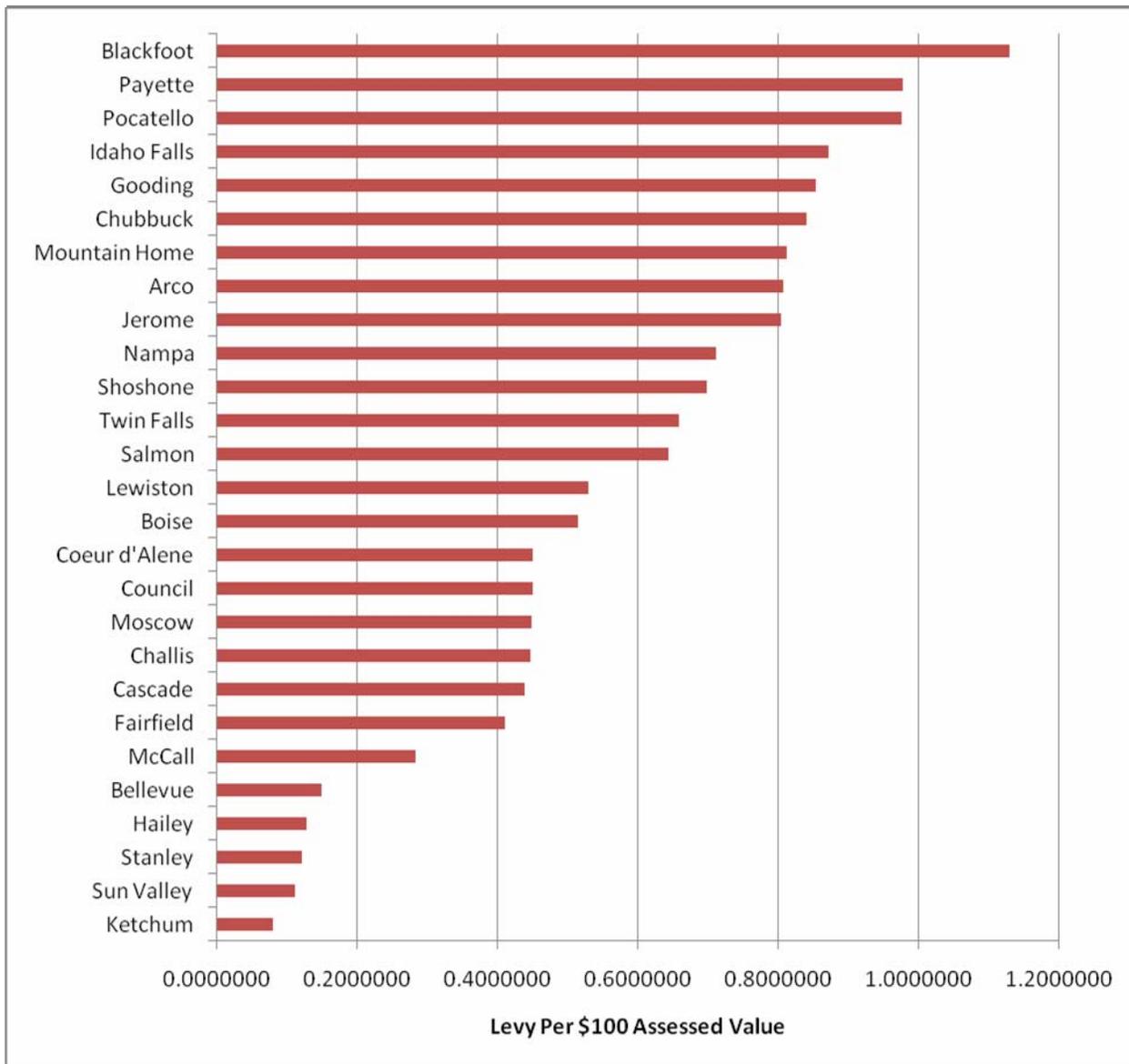
<u>Taxing Unit</u>		<b>2006 CERTIFIED TAX CHARGE</b>	<b>2006 ASSESSED VALUATION</b>	<b>LEVY PER \$100 A.V.</b>
<b>County</b>	Blaine	\$6,866,860	\$11,776,823,237	0.0583083
<b>Cities</b>	Bellvue	\$260,206	\$343,082,854	0.0758434
	Carey	\$38,300	\$33,190,629	0.1153940
	Hailey	\$1,804,685	\$1,348,744,503	0.1338047
	Ketchum	\$2,788,995	\$3,479,376,796	0.0801578
	Sun Valley	\$2,840,882	\$2,534,816,198	0.1120744
<b>School Districts</b>	061 Blaine County	\$32,306,007	\$11,776,823,237	0.2743185
<b>Ambulance</b>	Ambulance	\$1,075,490	\$11,776,823,237	0.0091322
<b>Cemetery Districts</b>	Bellevue	\$15,719	\$788,742,247	0.0019929
	Carey	\$9,699	\$58,913,440	0.0164631
	Hailey	\$164,070	\$2,766,720,277	0.0059301
	Ketchum	\$791,283	\$5,869,959,274	0.0134802
	Picabo	\$8,609	\$72,463,557	0.0118804
<b>Fire Districts</b>	Carey	\$72,587	\$55,909,230	0.1298300
	Ketchum Rural	\$366,579	\$2,694,351,336	0.0136053
	Minidoka County Joint	\$6,038	\$6,235,405	0.0968394
	Smiley Creek	\$40,000	\$33,241,313	0.1203321
	West Magic Joint	\$6,612	\$7,791,443	0.0848566
	Wood River	\$647,956	\$1,141,096,587	0.0567836
<b>Flood Control</b>	Carey #2	\$3,401	\$40,586,368	0.0083796
	Wood River #9	\$69,348	\$4,842,396,022	0.0014321
<b>Library Districts</b>	Little Wood	\$21,103	\$105,342,366	0.0200327
<b>Recreation</b>	Blaine County	\$900,155	\$11,776,823,237	0.0076434
<b>Sewer &amp; Water Districts</b>	Sun Valley	\$931,706	\$2,434,351,922	0.0382732
<b>Total Tax Charge</b>		\$52,036,290		
<b>Number of Taxing Units</b>		24		
<b>Average Tax Rate Per \$100 A.V.</b>		0.4418534		

## Blaine County

<u>Taxing Unit</u>		<u>2007 CERTIFIED TAX CHARGE</u>	<u>2007 ASSESSED VALUATION</u>	<u>LEVY PER \$100 A.V.</u>
County	Blaine	\$7,555,508	\$12,342,184,508	0.0612168
Cities	Bellevue	\$470,115	\$361,092,947	0.1301922
	Carey	\$40,612	\$38,234,613	0.1062179
	Hailey	\$1,898,339	\$1,435,390,979	0.1322523
	Ketchum	\$2,909,521	\$3,703,804,211	0.0785549
	Sun Valley	\$2,904,337	\$2,658,476,754	0.1092481
School Districts	061 Blaine County	\$37,510,473	\$12,342,184,508	0.3039208
Ambulance	Ambulance	\$1,125,618	\$12,342,184,508	0.0091200
Cemetery Districts	Bellevue	\$16,375	\$823,148,222	0.0019893
	Carey	\$10,305	\$66,000,374	0.0156135
	Hailey	\$199,443	\$2,893,916,979	0.0068918
	Ketchum	\$39,810	\$6,136,208,453	0.0006486
	Picabo	\$9,221	\$75,244,410	0.0122547
Fire Districts	Carey	\$79,130	\$61,557,047	0.1285474
	Ketchum Rural	\$383,894	\$2,750,290,739	0.0139582
	Minidoka County Joint	\$5,582	\$6,207,990	0.0899114
	Smiley Creek	\$40,000	\$33,292,482	0.1201472
	West Magic Joint	\$7,426	\$7,716,975	0.0962303
	Wood River	\$672,600	\$1,184,501,330	0.0567833
Flood Control	Carey #2	\$3,401	\$46,033,363	0.0073881
	Wood River #9	\$69,332	\$5,033,787,072	0.0013772
Library Districts	Little Wood	\$18,776	\$114,185,726	0.0164434
Recreation	Blaine County	\$943,120	\$12,342,184,508	0.0076414
Sewer & Water Districts	Sun Valley	\$1,283,545	\$2,559,494,647	0.0501483
	<b>Total Tax Charge</b>	<b>\$58,196,483</b>		
	<b>Number of Taxing Units</b>	<b>24</b>		
	<b>Average Tax Rate Per \$100 A.V.</b>	<b>0.4715249</b>		

**Blaine County**

<u>Taxing Unit</u>		<u>2008 CERTIFIED TAX CHARGE</u>	<u>2008 ASSESSED VALUATION</u>	<u>LEVY PER \$100 A.V.</u>
<b>County</b>	Blaine	\$8,164,433	\$12,450,007,318	0.0655777
<b>Cities</b>	Bellevue	\$487,988	\$323,896,481	0.1506617
	Carey	\$41,500	\$42,059,610	0.0986694
	Hailey	\$1,807,163	\$1,404,120,623	0.1287042
	Ketchum	\$3,019,288	\$3,780,211,244	0.0798708
	Sun Valley	\$3,013,554	\$2,700,028,379	0.1116119
<b>School Districts</b>	061 Blaine County	\$38,490,264	\$12,450,007,318	0.3091585
<b>Ambulance</b>	Ambulance	\$1,521,729	\$12,450,007,318	0.0122226
<b>Cemetery Districts</b>	Bellevue	\$17,106	\$759,699,230	0.0022516
	Carey	\$11,404	\$71,595,402	0.0159284
	Hailey	\$209,805	\$2,924,015,774	0.0071753
	Ketchum	\$41,270	\$6,223,005,044	0.0006631
	Picabo	\$9,700	\$76,055,214	0.0127538
<b>Fire Districts</b>	Carey	\$82,891	\$64,193,810	0.1291261
	Ketchum Rural	\$371,553	\$2,765,420,917	0.0134356
	Minidoka County Joint	\$5,171	\$6,184,862	0.0836098
	Smiley Creek	\$40,000	\$34,480,205	0.1160086
	West Magic Joint	\$7,843	\$10,837,661	0.0723715
	Wood River	\$688,963	\$1,213,319,181	0.0567833
<b>Flood Control</b>	Carey #2	\$69,332	\$5,051,235,840	0.0013725
	Wood River #9	\$3,854	\$51,530,922	0.0074790
<b>Library Districts</b>	Little Wood	\$19,416	\$124,728,416	0.0155666
<b>Recreation</b>	Blaine County	\$980,901	\$12,450,007,318	0.0078787
<b>Sewer &amp; Water Districts</b>	Sun Valley	\$1,298,296	\$2,603,024,473	0.0498763
	<b>Total Tax Charge</b>	\$60,403,424		
	<b>Number of Taxing Units</b>	24		
	<b>Average Tax Rate Per \$100 A.V.</b>	0.485167779		



2008 Tax rates for Idaho cities. Information provided by Associated Taxpayers of Idaho.



# City of Sun Valley

## Tax Assessed Valuation and Levy Rate History Bond and M&O Levy History

Year	Tax Assessed Value	M&O Levy		Bond Levy		Total Levy Generated	Total M&O and Bond Levy
		Rate per \$1,000	Total Levy Generated	Rate per \$1,000	Total Levy Generated		
2007	2,658,476,754	0.8602440	2,286,939	0.2322370	617,397	2,904,335	
2006	2,534,816,198	0.8762750	2,221,196	0.2444690	619,684	2,840,880	
2005	2,100,852,048	1.0188830	2,140,522	0.2949680	619,684	2,760,207	
2004	1,817,736,561	1.1247510	2,044,501	0.4328700	786,844	2,831,345	
2003	1,500,025,364	1.3109690	1,966,487	0.3022880	453,440	2,419,926	
2002	1,459,301,443	1.2981220	1,894,351	0.4511320	658,338	2,552,689	
2001	1,328,746,838	1.3551380	1,800,635	0.5010120	665,718	2,466,353	
2000	1,192,777,652	0.6541100	780,208	0.5588190	666,547	1,446,755	
1999	1,134,264,744	0.7174260	813,751	0.5907330	670,048	1,483,799	
1998	1,064,475,836	0.7402480	787,976	0.6328560	673,660	1,461,636	
1997	994,637,664	0.8937930	889,000	0.6785560	674,917	1,563,918	
1996	846,895,948	0.9741450	824,999	0.7949570	673,246	1,498,245	
1995	739,646,321	0.6065060	448,600	0.3515460	260,020	708,620	

## All Property Tax Levies for Sun Valley

Year	Tax Assessed Value	M&O Levy Rate per \$1,000	Bond Levy Rate per \$1,000	Tort Levy Rate per \$1,000	Streets & Capital			Reserve Rate per \$1,000	Total Tax Levy Rate	Total Levy Generated
					Oiling Levy Rate per \$1,000	Improv Levy Rate per \$1,000	Rate per \$1,000			
2007	2,658,476,754	0.8602440	0.2322370	0	0	0	0	1.0924810	2,904,335	
2006	2,534,816,198	0.8762750	0.2444690	0	0	0	0	1.1207440	2,840,880	
2005	2,100,852,048	1.0188830	0.2949680	0	0	0	0	1.3138510	2,760,207	
2004	1,817,736,561	1.1247510	0.4328700	0	0	0	0	1.5576210	2,831,345	
2003	1,500,025,364	1.3109690	0.3022880	0	0	0	0	1.6132570	2,419,926	
2002	1,459,301,443	1.2981220	0.4511320	0	0	0	0	1.7492540	2,552,689	
2001	1,328,746,838	1.3551380	0.5010120	0	0	0	0	1.8561500	2,466,353	
2000	1,192,777,652	0.6541100	0.5907330	0	0.602712	0.188635	0	2.0042760	2,390,656	
1999	1,134,264,744	0.7174260	0.5907330	0	0.472129	0.264489	0	2.0447770	2,319,318	
1998	1,064,475,836	0.7402480	0.6328560	0.035698	0.622622	0.093943	0	2.1253670	2,262,402	
1997	994,637,664	0.8937930	0.6785560	0.035188	0.362819	0.150782	0.100539	2.2216770	2,209,764	
1996	846,895,948	0.9741450	0.7949570	0	0.195426	0.365446	0	2.3299740	1,973,246	
1995	739,646,321	0.6065060	0.3515460	0	0	0	0	0.9580520	708,620	

## Historical Taxable Assessed Values and Property Tax Rates

(Rate Per \$1,000 Taxable Assessed Value)

Tax Year	City of Sun Valley			City of Ketchum			City of Hailey			City of Bellevue		
	Taxable Assessed Value	Tax Levy Rate		Taxable Assessed Value	Tax Levy Rate		Taxable Assessed Value	Tax Levy Rate		Taxable Assessed Value	Tax Levy Rate	
2008	\$2,700,028,379	1.1161190		\$3,780,211,244	0.7987080		\$1,404,120,623	1.2870420		\$323,896,481	1.5066170	
2007	2,658,476,754	1.0924810		3,703,804,211	0.7855490		1,435,390,979	1.3225230		361,092,947	1.3019220	
2006	2,534,816,198	1.1207440		3,479,376,796	0.8015780		1,348,744,503	1.3380470		343,082,854	0.75884340	
2005	2,100,852,048	1.3138551		2,724,946,746	0.9747790		1,278,527,416	1.3702490		342,115,902	0.7274640	
2004	1,817,736,561	1.5576210		2,393,117,738	1.0617660		889,174,326	1.8703880		238,134,519	0.9920770	
2003	1,500,025,364	1.6132570		2,139,417,990	1.1354290		640,865,370	2.5018540		165,475,032	1.3296200	
2002	1,459,301,443	1.7492540		2,052,481,335	1.0930380		595,811,978	2.5661940		155,859,785	1.3421100	
2001	1,328,746,838	1.8561500		1,645,610,640	1.2946890		522,525,039	2.7899620		131,386,222	1.5109490	
2000	1,192,777,652	2.0042760		1,495,809,490	1.3187520		484,774,715	2.8611970		121,557,726	1.5282700	
1999	1,134,264,744	2.0447770		1,395,808,039	1.3380090		442,922,563	2.9863270		115,071,900	1.5467810	



## GLOSSARY OF TERMS

### **A**

---

**ACCOUNTING SYSTEM** - The methods and records established to identify, assemble, analyze, classify, record and report a government's transactions and to maintain accountability for the related assets and liabilities.

**ACCOUNTS PAYABLE** - A short-term liability account reflecting amounts owed for goods and services received by a government.

**ACCOUNTS RECEIVABLE** - An asset account reflecting amounts due for goods and services furnished by a government (but not including amounts due from other funds or other governments).

**ACCRUAL ACCOUNTING** - A basis of accounting in which debits and credits are recorded at the time they are incurred, as opposed to when cash is actually received or spent. For example in accrual accounting, a revenue which was earned between April 1 and April 30, but for which payment was not received until May 10, is recorded as of April 30 rather than on May 10.

**AD VALOREM TAX** - a tax based on value such as property tax.

**APPROPRIATION ORDINANCE** - An ordinance passed by the City Council which permits the City to incur obligations and to make expenditures of resources.

**ASSESSED VALUATION** - A value that is established for real estate for use as a basis for levying property taxes. The property values are established by the County Assessor.

**ASSESSMENT** - The value of taxable property as shown on the tax collector's record for the last year in which taxes are paid.

**ASSET** - A probable future economic benefit obtained or controlled by a particular entity as a result of past transactions or events.

**AUDIT** - A comprehensive investigation of the manner in which the government's resources were actually utilized. A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the Appropriation Ordinance.

## **B**

---

**BALANCE SHEET** - A financial statement that discloses the assets, liabilities, reserves and equity balances of a fund as of a specific date.

**BASIS OF ACCOUNTING** - A term used to refer to *when* revenues, expenditures, expenses, and transfers - and the related assets and liabilities - are recognized in the accounts and reported in the financial statements. Specifically, it relates to the *timing* of the measurements made, regardless of the nature of the measurement, on either the cash or the accrual method.

**BASIS OF BUDGETING** - A fund's Basis of Budgeting and Basis of Accounting determines when a transaction or event is recognized with a fund's operating statement. The budget is prepared and reported on a modified accrual basis. Under the modified accrual basis, revenues are recorded when susceptible to accrual, i.e., both measurable and available. "Measurable" means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are due before the end of the year and collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred.

**BENCHMARKING** - The process of critically evaluating a program or service's activities, functions, operations and processes to achieve a desired level of performance. A benchmark is forward-looking rather than backward-looking with respect to performance.

**BOND** - A written promise to pay a specified sum of money, called the face value of principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a, specified rate.

**BUDGET** - A financial plan containing an estimate of proposed expenditures for a specified period of time (fiscal year) and the proposed means of financing them.

**BUDGET CALENDAR** - The schedule of key dates or milestones which the City follows in the preparation, adoption and administration of the Annual Budget.

**BUDGET DOCUMENT** - The official written statement prepared by the City and supporting staff which represents the proposed budget to the City Council.

**BUDGET MESSAGE** - The opening section of the budget which provides a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the Mayor.

**BUDGETARY CONTROL** - The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

## **C**

---

**CALLABLE BOND** - A call option grants the issuer the privilege of paying the debt obligation prior to the stated maturity date.

**CAPITAL IMPROVEMENT** - A permanent major addition to the City's real property assets, including the design, construction or purchase of land, buildings or facilities, or major renovations of same.

**CAPITAL IMPROVEMENT BUDGET** - A financial plan of proposed capital improvement projects and the means of financing them for a given period of time.

**CAPITAL OUTLAY** - Buildings and structures, land, improvements, or items of equipment whose useful life generally exceeds one year and are not classified as expendable.

**CASH ACCOUNTING** - a basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

**CASH MANAGEMENT** - The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and out-flows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT** - The official annual report of a government. It includes (a) the five combined financial statements in the combined statements-overview and their related notes and (b) combining statements by fund type and individual fund and account group financial statements prepared in conformity with GAAP and organized into a financial reporting pyramid. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, required supplementary information, extensive introductory material and a detailed statistical section.

**CONTINGENCY** - A budgetary reserve set aside for emergencies or unforeseen expenditures.

**CONTINGENT LIABILITY** - Items that may become liabilities as a result of conditions undetermined at a given date, such as guarantees, pending lawsuits, judgments under appeal, unsettled disputed claims, unfilled purchase orders and uncompleted contracts. Contingent liabilities should be disclosed within the financial statements (including the notes) when there is a reasonable possibility a loss may have been incurred. Guarantees, however, should be disclosed even though the possibility of loss may be remote.

**CURRENT TAXES** - Taxes that are levied and become due within one year.

## **D**

---

**DEBT RATIOS** - Comparative statistics illustrating the relation between the issuer's outstanding debt and such factors as its tax base, income or population. These ratios often are used as part of the process of determining the credit rating of an issue, especially with general obligation bonds.

**DEBT SERVICE** - Payment of interest and principal on an obligation resulting from the issuance of bonds, notes, or certificates of indebtedness.

**DELINQUENT TAXES** - Taxes that remain unpaid on and after the date on which a penalty for non-payment is attached.

**DEPARTMENT** - A major administrative group which indicates overall management responsibility for an operation or a group of related operations within a functional area.

**DEPRECIATION** - The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

**DESIGNATED FUND BALANCE** - Funds set aside for anticipated expenditure requirements which are uncertain, such as capital improvements. Designated funds are not legally restricted.

**DISBURSEMENT** - Payment for goods and services in cash or by check.

## **E**

---

**EARMARKED FUNDS** - Money set aside for special purposes. This is a designation by the City Council and not a legal designation.

**ENCUMBRANCE** - The commitment of budgeted funds to purchase an item or service. To encumber funds means to set aside or commit funds for future expenditures.

**ESTIMATED ACTUAL REVENUE** - The amount of projected revenue to be collected during the fiscal year.

**EXPENDITURE** - The outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid and applies to all funds. Note that an encumbrance is not an expenditure but reserves funds to be expended.

**EXPENSES** - Charges incurred, whether paid immediately or unpaid, for operation, maintenance, interest and other charges.

## **F**

---

**FISCAL YEAR** - A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City of Sun Valley has specified October 1 through September 30 as its fiscal year.

**FORMAL BUDGETARY INTEGRATION** - The management control technique through which the annual operating budget is recorded in the general ledger through the use of budgetary accounts. It is intended to facilitate control over revenues and expenditures during the year.

**FTE** - See Full Time Equivalent.

**FULL TIME EQUIVALENT (FTE)** - Used in relation to employees, the number of employee hours worked to equal one full-time employee, i.e. for FY 09, one FTE is equal to 2,080 Hours.

**FUND** - A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitation.

**FUND BALANCE** - The difference between fund assets and fund liabilities of governmental and similar trust funds.

**FUND BALANCE DESIGNATED FOR CAPITAL IMPROVEMENT** - An account used to segregate a portion of fund balance for resources designated for capital improvement.

**FUND BALANCE RESERVED FOR RETIREMENT** - An account used to segregate a portion of fund balance for resources that are legally restricted for a particular purpose ie: retirement.

## **G**

---

**GAAP** - See Generally Accepted Accounting Principals.

**GASB** -See Governmental Accounting Standards Board.

**GENERAL FUND** - The fund within the City that accounts for most of the financial resources of the government. General fund revenues include property taxes, local option tax, business and franchise taxes, non-business license and permits and state of Idaho shared revenues.

**GENERAL LEDGER** - A record containing the accounts needed to reflect the financial position and the results of operations of a government. In double-entry bookkeeping, the

debits and credits in the general ledger are equal (i.e., the debit balances equal the credit balances).

**GENERAL OBLIGATION BONDS** - An obligation secured by an unconditional pledge to levy the taxes necessary to pay the debt. These bonds usually carry the lowest interest rate. General Obligation bonds can be issued that are paid back from other revenue sources, in which case that amount not paid back through property taxes is abated, or canceled.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPALS (GAAP)** - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the GASB.

**GOALS, OBJECTIVES AND STRATEGIES** - Goals are the ends the organization wants to attain. Goals may be the aim that an organization wants to attain or maintain that supports an organization's policies or mission. Objectives are the specific methods sought in a period of time that accomplish or maintain a goal. Strategies are the detailed actions made in order to accomplish an objective.

**GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB)** - The authoritative accounting and financial reporting standard-setting body for government entities.

**GOVERNMENTAL FUND TYPES** - Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities, except those accounted for in proprietary and fiduciary funds.

**GRANT** - A contribution by a government or other organization to be used or expended for a specific purpose and may be classified as categorical or block, depending upon the amount of discretion allowed the grantee.

I

---

**INPUTS** - Resources allocated for performing work processes so that stated goals, objectives, and outcomes can be achieved. Generally, program inputs include employee salaries, equipment, materials, and supplies.

**INTERGOVERNMENTAL REVENUE** - Revenue from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

**INTERNAL CONTROL STRUCTURE** - Policies and procedures established to provide reasonable assurance that specific governmental objectives will be achieved.

**INVENTORY** - (1) A detailed list showing quantities, descriptions and values of property and frequently, units of measure and unit prices. (2) An asset account reflecting the cost of goods held for resale or for use in operations.

**INVESTMENTS** - Securities and real estate held for the production of revenue in the form of interest, dividends, rental or lease payments. Not included are fixed assets used in governmental operations.

**INVOICE** - A bill requesting payment for goods or services by a vendor or other governmental unit.

## **L**

---

**LEVY** - To impose taxes, special assessments, or service charges for the support of City services.

**LIABILITIES** - Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events.

**LINE ITEM BUDGET** - A budget that lists each expenditure category separately, such as wages, travel, utilities, etc., along with the dollar amount budgeted for each specific category.

**LONG-TERM DEBT** - Debt with a maturity of more than one year after the date of issuance.

## **M**

---

**MEETING** - Any gathering where more than one half of the members needed for a quorum of the public body are present to discuss public business.

**MODIFIED ACCRUAL ACCOUNTING** - A basis of accounting in which expenditures are recognized when the related fund liability is incurred, but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting, since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or available and measurable. This type of accounting basis is a conservative financial approach and is recommended as the standard for most governmental funds.

## **O**

---

**OBJECT CODE** - An expenditure category, such as salaries and office supplies, relating to the types of items or services purchased.

**OBJECTIVES** - see “Goals, Objectives and Strategies.”

**OPEN MEETINGS ACT** - A state law requiring meetings of the City Council, as well as those of boards and commissions, to be open to the public.

**OPERATING BUDGET** - Plans of current expenditures and the proposed means of financing them. The annual operating budget (or, in the case of some state governments, the biennial operating budget) is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law. Even when not required by law, however, annual operating budgets are essential to sound financial management and should be adopted by every government.

**OPERATING TRANSFERS** - All inter-fund transfers other than residual equity transfers (e.g., legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended).

**ORDINANCE** - A formal legislative enactment by the City Council, barring conflict with higher law, having the full force and effect of law within the City.

**OTHER FINANCING SOURCES** - Governmental fund general long-term debt proceeds and operating transfers-in from other funds of the same government unit which are classified separately from revenues.

**OTHER FINANCING USES** - Governmental fund operating transfers-out to other funds of the same government unit which are classified separately from expenditures.

**OUTCOMES** - The intended results that should be achieved by a governmental agency or unit responsible for undertaking a specific goal and objective.

**OUTPUTS** - Goods and services performed by a governmental unit or delivered to customers. Outputs can be produced for internal or external customers.

**OVERHEAD** - Salary and wages paid other than direct labor, including holidays, sick leave, funeral leave, vacations and expenses for all other line items accounts.

## **P**

---

**PER CAPITA DEBT** - The amount of a government’s debt divided by its population. Per capita debt is used to indicate the government’s credit by reference to the proportionate debt borne per resident.

**PERFORMANCE MEASURE** - A specific quantitative measure or qualitative assessment of results obtained through a program or activity. It summarizes the relationship between inputs and outputs in achieving outcomes with respect to effectiveness, cost (efficiency) and quality.

**PERFORMANCE MEASUREMENT** - A process for determining how a program is accomplishing its mission, goals and objectives through the delivery of products, services or processes. It is a systematic process of evaluating outcomes of specific government programs and services that are delivered to customers with respect to effectiveness, efficiency, quality and return on investment.

**PROPERTY TAX** - Tax which is levied on real property according to that property's valuation and tax rate.

**PURCHASE ORDER** - A document which authorizes the purchase and charges of specific merchandise or services from a vendor and encumbers the funds to pay for the merchandise or services.

**QUORUM** - A majority of the members of a public body needed for the legal transaction of public business to occur.

## **R**

**REFERENDUM** - The submission of a question or proposition for voter approval at a local election. A referendum may be either binding on the unit of government (such as authority to issue bonds for a given purpose) or advisory for informational purposes intended to guide local action or show the will of the people on a given proposal.

**REQUEST FOR PROPOSAL (RFP)** - A formal public solicitation for bids to accomplish a project or contract.

**REQUEST FOR QUALIFICATIONS (RFQ)** - A formal public solicitation for qualifications to conduct certain types of work.

**RESERVE** - An account which indicated that a portion of a fund's balance is legally restricted for a specific purpose and is not available for general expenditure.

**RESERVED FUND BALANCE** - Those portions of fund balance that are not appropriable for expenditure or that are legally segregated for a specific future use.

**RESOLUTION** - A special or temporary order of legislative body; an order or a legislative body requiring less legal formality than an ordinance or statute.

**RESOURCES** - Total amounts available for appropriation during the fiscal year, including revenues, fund transfers and beginning fund balances.

**REVENUE BONDS** - An obligation of the local government that is payable from revenues or earnings derived from the operation of the facility which has been constructed or acquired with the proceeds of such bonds.

**REVENUE** - Funds the government receives as income, excluding “other financing sources.” Such funds may be tax payments, grants or interest income.

**RFP** - See Request for Proposal.

**RFQ** - See Request for Qualifications.

**RISK MANAGEMENT** - An organized attempt to protect a government’s assets against accidental loss in the most economical method.

## **S**

---

**SHORT-TERM DEBT** - Debt with a maturity of one year or less after the date of issuance.

**SINGLE AUDIT** - An audit performed in accordance with the Single Audit Act of 1984 and Office of Management and Budget (OMB) Circular A-128, *Audits of State and Local Governments*. The Single Audit Act allows or requires governments (depending on the amount of federal assistance received) to have one audit performed to meet the needs of all federal grantor agencies.

**SOURCE OF REVENUE** - Revenues are classified according to their point of origin.

**SPECIAL REVENUE FUND** - A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes. GAAP only requires the use of special revenue funds when legally mandated.

**STATEMENT OF REVENUES AND EXPENDITURES** - The financial statement that is the governmental fund and expendable trust fund GAAP operating statement. It presents increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in an entity’s net current assets. Statements of changes in equity of governments should be combined with operating statements into “all-inclusive” operating statement formats.

**STRATEGIES** - see “Goals, Objectives and Strategies.”

## **T**

---

**TAX ABATEMENT** - A reduction in the tax levy.

**TAXING DISTRICTS** - Refers to the entities that under state law have the authority to levy taxes.

**TAX LEVY** - The City’s annual request to the County for property tax revenue. The levy is approved by the City Council and submitted to the County. The levy is converted into a rate per \$100 of Equalized Assessed Valuation and applied to each property in the City in the following year.

**TAX LIENS** - Claims governments have upon properties until the taxes levied against them have been paid. This term is sometimes limited to those delinquent taxes the government has taken legal action to collect through the filing of liens.

**TAX RATE** - The amount of taxes due as a percentage of the tax base or EAV. A tax rate of 2.95 represents a tax extension of 2.95 percent of the Township's total EAV. Also it represents the amount of taxes payable by a single taxpayer. A taxpayer would pay \$2.95 per \$100 of EAV of their property.

**TAX-RATE LIMIT (or Rate Ceiling)** - The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose or to taxes imposed for all purposes and may apply to a single government to a class of governments operating in a particular area. Overall tax-rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

**TAX LEVY ORDINANCE** - An ordinance by means of which taxes are imposed.

## **U**

**UNENCUMBERED BALANCE** - The amount of funds which is neither expended or reserved, but is still available for future purchases.

**UNRESERVED FUND BALANCE** - An undesignated fund balance consisting of revenues over appropriations.

**USE** - Any purpose for which a building or other structure or a tract of land may be designed, arranged, intended, maintained, or occupied; also, any activity, occupation, business, or operation carried on or intended to be carried on in a building or other structure or on a tract of land.

**USER FEES** - Payment by consumers for public services directly received.

## **V**

**VARIABLE INTEREST RATE** - A rate of interest subject to adjustment (e.g., the rate of interest specified may be a percentage of the prime rate on certain set dates).

## **W**

**WARRANT** - A list of all bills to be paid with the approval of the City Council.