
APPENDIX A

Definitions

Acquisition Cost The sum of all costs necessary to obtain a capital asset and place it in service, including, but not limited to, purchase or lease price, delivery, installation, and site preparation.

Capital Asset As defined below, a capital improvement project, fixed asset, a land acquisition, or an existing City-owned facility.

Capital Improvement Project A capital improvement project is a project to build, replace, or improve infrastructure. Specific criteria for Streets and Paths and for Buildings are listed below.

Streets and Paths

Capital improvement projects include pavement recycling, pavement reconstruction, major pavement overlays, and other similar capital-intensive tasks where the cost is greater than \$20,000 and the useful life is greater than 5 years.

NOTE: In general, the definition of pavement maintenance includes those tasks taken to prevent damage or deterioration of pavement after a capital improvement project has been completed. Maintenance tasks typically do not improve the structural stability of a road or path. Example maintenance tasks include drainage ditch grading, shoulder grading, crack sealing, patching, seal coating (such as fog, slurry, or chip), and other similar tasks. This routine maintenance is not included as a capital improvement project.

Buildings

Capital improvement projects include constructing, purchasing, or remodeling buildings where the cost is greater than \$20,000 and the useful life is greater than 5 years.

Other Items

Other capital improvement projects include such things as developing parks and trailheads; beautification enhancements; extensive computer systems; and communication equipment (such as emergency radio systems) where the cost is greater than \$20,000. Studies and manuals related to capital improvement projects are also included in this category, even if they cost less than \$20,000.

Capital Outlay	<p>A capital outlay is a cost to:</p> <ul style="list-style-type: none"> • Acquire a capital asset through a purchase, lease or rental agreement or • Improve, restore, or renovate a capital asset in a manner that extends the asset's useful life <p>A capital outlay may also include engineering and other studies. However, it excludes costs for ordinary and routine maintenance that are necessary to preserve the asset and keep it functioning, and which do not materially increase its value or extend its useful life.</p>
Fixed Assets	<p>Fixed assets include such things as rolling stock and equipment where the cost is greater than \$5,000 and the useful life is greater than 2 years.</p>
Land Acquisition	<p>Land acquisition includes the purchase of real estate.</p>
Operating Cost	<p>A cost that is made to use or operate a capital asset, including, but not limited to maintenance service agreements; gasoline and fuel; cleaning; replacement and repair of minor parts; insurance; and supplies that are consumed through use of the asset.</p>
Pavement Maintenance	<p>For this <i>CIP & FAP Update</i>, the definition of pavement maintenance will include those tasks taken to prevent damage or deterioration of pavement after a capital improvement has been completed. Maintenance tasks include drainage ditch grading, shoulder grading, crack sealing, patching, seal coating (fog, slurry, chip, etc.), and other similar tasks.</p>
Pavement Overlay	<p>A pavement overlay consists of placing a new asphalt pavement surface over an existing pavement surface.</p>
Pavement Reconstruction	<p>Reconstruction typically refers to complete removal and replacement of an existing paved surface, including aggregate base and subbase material. This type of project can be significant enough in both cost and design to be considered a capital improvement project.</p>
Pavement Recycling	<p>Pavement recycling consists of milling/grinding all or a partial depth of an existing paved surface, capturing the milled product, and reusing that in a mixture of new asphalt and aggregate. A specific type of recycling, called CRABS (cement reinforced asphalt base stabilization) is sometimes used.</p>

CITY OF SUN VALLEY

MISSION

Approved by
Resolution 2010-
05
May 26, 2010

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.

COUNCIL PRIORITIES FY 11

		FINANCIAL PLANNING	COMMUNITY DEVELOPMENT	ECONOMIC DEVELOPMENT	COMMUNICATION AND COLLABORATION	ORGANIZATIONAL LEADERSHIP
Budget Priorities	Short term within budget year	<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 including cost structure and alternatives.</p> <p>Consider impact fee ordinance.</p>	<p>Develop 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 the Sun Valley Company to integrate the Company's Vision Plan through rezoning.</p> <p>Initiate 5 year review of Comprehensive Plan. Update the plan as necessary.</p>	<p>Consider Sustain Blaine economic strategies as related to Sun Valley resort area.</p> <p>Request representation on the replacement airport authority.</p> <p>Work with Sun Valley Ketchum Chamber 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>
	Mid term within calendar year	<p>Finalize, review and adopt complete system of financial policies.</p> <p>Adopt and administer the budget based on the highest standards of local governmental budgeting 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>Amend Comprehensive Plan for Land Use Planning Area #3 to reflect the community's projected land use for this area.</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 Hailey to Sun Valley.</p> <p>Participate in the development of the governance process for the replacement airport for Friedman Memorial Airport.</p>	<p>Make available to residents an annual accounting of services provided and resources used.</p> <p>Install 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>
	Long term within election term	<p>Receive 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>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>
Strategic Foundation	<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> <p>Improve attendance and reporting by Council Members on committee and liasion assignments.</p>	

APPENDIX C

Sun Valley Capital Improvement 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.

- 1. Safety.** Is there an imminent threat to the health and safety of citizens or property?
- 2. Regulation.** Does a local, state, or federal law or regulation require the project or action?
- 3. 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.
- 4. On-Going or Operation & Maintenance Cost Savings.** What is the impact of the project, project expenditures and future expenditures for operations and management on the City's financial position?
- 4. On-Going or Operation & Maintenance Cost Increase.** What is the impact of the project, project expenditures and future expenditures for operations and management on the City's financial position?
- 5. 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?
- 6. 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.
- 7. 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.
- 8. 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.