

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
1345	BOISE MOBILE EQUIPME	062916	2 New portable pumps fro	1	06/29/2016	9,248.56	.00	9,248.56	51859	09/02/2016
		215066	Radio belt clips for hand he	1	07/25/2016	240.00	.00	240.00	51859	09/02/2016
Total 1345:						9,488.56	.00	9,488.56		
1430	CASELLE, INC	74617	Contract Support & Mainte	1	08/01/2016	1,150.00	.00	1,150.00	51836	08/23/2016
		75047	Reconcile bank accts. from	1	08/12/2016	2,225.75	.00	2,225.75	51860	09/02/2016
Total 1430:						3,375.75	.00	3,375.75		
1440	CENTRAL DRUG SYSTE	258865	Random Processing Fee/	1	08/06/2016	3.50	.00	3.50	51861	09/02/2016
Total 1440:						3.50	.00	3.50		
1455	CH2M HILL	4036359	Engineering review for dev	1	07/28/2016	2,284.06	.00	2,284.06	51862	09/02/2016
Total 1455:						2,284.06	.00	2,284.06		
1460	CHATEAU DRUG	081816	Spray paint	1	08/18/2016	3.99	.00	3.99	51863	09/02/2016
Total 1460:						3.99	.00	3.99		
1535	COX COMMUNICATIONS	5301	Internet Service 100 Morni	1	08/10/2016	117.41	.00	117.41	51837	08/23/2016
		7601.08116	Internet Service 81 Elkhorn	1	08/01/2016	102.40	.00	102.40	51837	08/23/2016
Total 1535:						219.81	.00	219.81		
1765	FEDEX	5-495-28257	Cost of shipping for Police	1	07/28/2016	68.96	.00	68.96	51868	09/02/2016
Total 1765:						68.96	.00	68.96		
1840	GEM STATE PAPER	1064330-00	Utensils, soap, toilet seat c	1	08/19/2016	320.62	.00	320.62	51871	09/02/2016
Total 1840:						320.62	.00	320.62		
1950	AC HOUSTON LUMBER C	014-587856	Work gloves	1	08/05/2016	30.09	.00	30.09	51855	09/02/2016
		583177 5849	Paint thinner and brush, ba	1	07/21/2016	40.10	.00	40.10	51855	09/02/2016
Total 1950:						70.19	.00	70.19		
2045	IDAHO MOUNTAIN EXPR	10004349	Display Ad, &Z 7/28	1	07/27/2016	84.53	.00	84.53	51874	09/02/2016
		12546021	Display Ad, P&Z 7/14/16	1	07/13/2016	151.80	.00	151.80	51874	09/02/2016
		12546022	Legal Ad for Ordinance 48	1	07/13/2016	55.20	.00	55.20	51874	09/02/2016
		12546840	Legal Ad for Public hearing	1	07/27/2016	211.20	.00	211.20	51874	09/02/2016
		12546842	Legal Ad for Ordinance 48	1	07/27/2016	264.04	.00	264.04	51874	09/02/2016
Total 2045:						766.77	.00	766.77		
2055	IDAHO POWER	0641.080216	Juniper/Elkhorn Rd Light	1	08/02/2016	4.48	.00	4.48	51840	08/23/2016
		9457.072216	100 Arrowleaf cell / Sun Va	1	07/22/2016	1,055.07	.00	1,055.07	51840	08/23/2016
Total 2055:						1,059.55	.00	1,059.55		
2115	IMPERIAL ASPHALT	3134	Path slurry seal per bid.	1	08/22/2016	28,877.88	.00	28,877.88	51876	09/02/2016

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		3138	Additional path slurry seal	1	08/23/2016	1,794.00	.00	1,794.00	51876	09/02/2016
	Total 2115:					30,671.88	.00	30,671.88		
2125	INTERMOUNTAIN GAS C	30002.07221	81 Elkhorn	1	07/22/2016	18.59	.00	18.59	51841	08/23/2016
		30002.08091	100 Arrowleaf	1	07/22/2016	17.83	.00	17.83	51841	08/23/2016
		30009.08091	81 Elkhorn account 423843	1	07/22/2016	25.34	.00	25.34	51841	08/23/2016
	Total 2125:					61.76	.00	61.76		
2215	JOE'S BACKHOE SERVIC	21543	Equipment operator for chi	1	08/11/2016	770.00	.00	770.00	51880	09/02/2016
	Total 2215:					770.00	.00	770.00		
2235	KETCHUM AUTOMOTIVE	69763	Replace brake light switch i	1	07/27/2016	106.65	.00	106.65	51882	09/02/2016
	Total 2235:					106.65	.00	106.65		
2300	LAKE SHORE INDUSTRIE	B31055	Street name signs Keyston	1	07/21/2016	526.00	.00	526.00	51884	09/02/2016
	Total 2300:					526.00	.00	526.00		
2370	INTEGRATED TECHNOL	55600	Contract base rate and cop	1	08/24/2016	241.24	.00	241.24	51878	09/02/2016
	Total 2370:					241.24	.00	241.24		
2570	NORCO	19076923	Cylinder rent for the month	1	07/31/2016	61.38	.00	61.38	51887	09/02/2016
	Total 2570:					61.38	.00	61.38		
2690	PIPECO,INC.	S2472979.00	Spring sprinkler repair part	1	07/29/2016	17.85	.00	17.85	51889	09/02/2016
		S2473246.00	spring sprinkler repair parts	1	07/29/2016	13.75	.00	13.75	51889	09/02/2016
	Total 2690:					31.60	.00	31.60		
2845	RIVER RUN AUTO	6538-101652	Absorbant for oil spill in sh	1	07/06/2016	65.94	.00	65.94	51890	09/02/2016
	Total 2845:					65.94	.00	65.94		
3030	STATE INSURANCE FUN	14109391	Payroll Report Premium Jul	1	08/05/2016	5,993.00	.00	5,993.00	51845	08/23/2016
	Total 3030:					5,993.00	.00	5,993.00		
3045	STATE TAX COMMISSIO	073116	July 2016 state tax	1	07/31/2016	7,308.00	.00	7,308.00	51846	08/23/2016
	Total 3045:					7,308.00	.00	7,308.00		
3075	SUN VALLEY CLEANERS,	072816	Dry cleaning for Police unif	1	07/28/2016	308.00	.00	308.00	51894	09/02/2016
		072916	Clean and press 1 shirt Ch	1	07/28/2016	10.00	.00	10.00	51894	09/02/2016
	Total 3075:					318.00	.00	318.00		
3112	SUNSEAL ASPHALT MAI	8578	Striping for path seal projec	1	08/08/2016	748.00	.00	748.00	51896	09/02/2016
	Total 3112:					748.00	.00	748.00		
3253	UNITED OIL	832491	Fuel for all Police departme	1	07/31/2016	623.20	.00	623.20	51848	08/23/2016

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		833715	Fuel for all Police departme	1	08/15/2016	560.11	.00	560.11	51848	08/23/2016
		833716	Fuel for all Fire department	1	08/15/2016	445.83	.00	445.83	51848	08/23/2016
		833717	August 2016 fuel purchase	1	08/15/2016	141.84	.00	141.84	51854	08/26/2016
		833718	Fuel for CD Vehicle	1	08/15/2016	44.81	.00	44.81	51848	08/23/2016
	Total 3253:					1,815.79	.00	1,815.79		
3330	WALKER SAND AND GRA	435316	3/8 chips for 2016 chip seal	1	07/13/2016	7,446.68	.00	7,446.68	51898	09/02/2016
		435454	Fork lift time for unloading	1	07/14/2016	27.50	.00	27.50	51898	09/02/2016
	Total 3330:					7,474.18	.00	7,474.18		
3355	WELLS FARGO BANK, N.	006072	Wrapcity: Allen & Company	1	07/06/2016	66.72	.00	66.72	51835	08/19/2016
		03247643	Atkinsons - Regular City C	1	06/02/2016	33.14	.00	33.14	51835	08/19/2016
		03259514	Atkinsons - Special City Co	1	06/21/2016	60.91	.00	60.91	51835	08/19/2016
		04098029	Water, fruit and donuts for	1	06/13/2016	10.93	.00	10.93	51835	08/19/2016
		05116599	Water, fruit and donuts for	1	06/13/2016	21.73	.00	21.73	51835	08/19/2016
		05127619	Atkinsons - Special City Co	1	06/30/2016	48.51	.00	48.51	51835	08/19/2016
		061316	Holiday Inn - hotel for EITC	1	06/13/2016	645.00	.00	645.00	51835	08/19/2016
		08120668	Atkinson - water, fruit and d	1	06/12/2016	22.03	.00	22.03	51835	08/19/2016
		081616	8x8 Monthly phone charge	1	07/02/2016	198.22	.00	198.22	51835	08/19/2016
		081716	HQ DMV - monthly charge	1	08/17/2016	5.10	.00	5.10	51835	08/19/2016
		090116	Finance charges - Wells Fa	1	08/17/2016	2.86-	.00	2.86-	51835	08/19/2016
		100087678	Wells Fargo New flag for St	1	07/13/2016	517.06	.00	517.06	51835	08/19/2016
		102-2358424	Amazon order: 2 Shelving	1	07/15/2016	177.76	.00	177.76	51835	08/19/2016
		102-2900234	Amazon order: 2 voice rec	1	07/06/2016	120.72	.00	120.72	51835	08/19/2016
		1067254093	Wells Fargo 2 New switch	1	07/12/2016	1,122.98	.00	1,122.98	51835	08/19/2016
		127072	Hotel 43 - hotel for Clerk -	1	06/21/2016	338.00	.00	338.00	51835	08/19/2016
		1607080064	Wiseguy Pizza: Allen & Co	1	07/08/2016	118.94	.00	118.94	51835	08/19/2016
		16461	Brian Tierney Wildland cla	1	06/23/2016	260.00	.00	260.00	51835	08/19/2016
		181947	ICMA - 102nd Annual Conf	1	07/10/2016	655.00	.00	655.00	51835	08/19/2016
		20041	Perry's - City Council Meeti	1	06/02/2016	38.88	.00	38.88	51835	08/19/2016
		20058	Perry's - P&Z Meeting - lun	1	06/09/2016	93.61	.00	93.61	51835	08/19/2016
		213306	Replacement flags for City	1	07/14/2016	598.70	.00	598.70	51835	08/19/2016
		2722725	Digital 1' Aerial Imagery pu	1	06/30/2016	179.67	.00	179.67	51835	08/19/2016
		28199111	Government Finance Offic	1	06/16/2016	150.00	.00	150.00	51835	08/19/2016
		3	Rico's Pizza: Allen & Comp	1	07/06/2016	75.10	.00	75.10	51835	08/19/2016
		3254	Smoky Mountain Pizza: All	1	07/06/2016	83.98	.00	83.98	51835	08/19/2016
		3401.844B	Century Link - Internet	1	06/13/2016	498.09	.00	498.09	51835	08/19/2016
		47890	Wells Fargo Tirecrawler re	1	07/12/2016	1,161.86	.00	1,161.86	51835	08/19/2016
		502637352	Home Depot purchase: 2 S	1	06/24/2016	150.35	.00	150.35	51835	08/19/2016
		727752	Lefty's: Allen & Company f	1	07/08/2016	117.73	.00	117.73	51835	08/19/2016
		7601.844B	Century Link - 7601 Line fo	1	06/13/2016	135.67	.00	135.67	51835	08/19/2016
		7605.348B	Century Link - 7605 Line fo	1	06/13/2016	181.65	.00	181.65	51835	08/19/2016
		7797083550	Ebay - ECS Legacy 11U 1	1	07/01/2016	498.08	.00	498.08	51835	08/19/2016
		994292643	Go Daddy - renewal of 1 S	1	06/28/2016	168.16	.00	168.16	51835	08/19/2016
		LBO1139521	AlSCO - shop towels and m	1	06/13/2016	26.00	.00	26.00	51835	08/19/2016
		LBO1139521	AlSCO - mats	1	06/13/2016	25.24	.00	25.24	51835	08/19/2016
		LBO1139521	AlSCO - mats	1	06/13/2016	41.40	.00	41.40	51835	08/19/2016
		LBO1139521	AlSCO - mats	1	06/13/2016	41.98	.00	41.98	51835	08/19/2016
		LBO1139949	ALSCO shop towells	1	06/27/2016	26.00	.00	26.00	51835	08/19/2016
		LBO1139949	ALSCO mats for Police De	1	06/27/2016	25.24	.00	25.24	51835	08/19/2016
		LBO1139950	AlSCO - mats	1	06/27/2016	41.40	.00	41.40	51835	08/19/2016
		LBO1139950	AlSCO - mats	1	06/27/2016	36.73	.00	36.73	51835	08/19/2016
		W502637352	Home Depot purchase: 2 S	1	06/24/2016	150.35-	.00	150.35-	51835	08/19/2016

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Total 3355:						8,665.06	.00	8,665.06		
3425	WOOD RIVER LOCK SHO	9286	10 Keys for New Patrol veh	1	06/30/2016	45.00	.00	45.00	51902	09/02/2016
Total 3425:						45.00	.00	45.00		
3948	WINDY CITY ARTS, INC.	2016-679	Recycling signage	1	08/08/2016	37.50	.00	37.50	51901	09/02/2016
Total 3948:						37.50	.00	37.50		
4080	OFFICEBRIGHT, INC	4186	Office cleaning August, 20	1	08/23/2016	1,170.00	.00	1,170.00	51888	09/02/2016
Total 4080:						1,170.00	.00	1,170.00		
4093	MAILFINANCE	N6042824	Lease Payment - postage	1	07/19/2016	274.67	.00	274.67	51842	08/23/2016
Total 4093:						274.67	.00	274.67		
4104	ELKHORN SPRINGS RES	214134	Quarterly Dues on A03	1	08/01/2016	834.51	.00	834.51	51866	09/02/2016
		214135	Quarterly Dues A04	1	08/01/2016	834.51	.00	834.51	51866	09/02/2016
Total 4104:						1,669.02	.00	1,669.02		
4133	COPY & PRINT	73370	Business Cards for Bill Dye	1	07/28/2016	54.99	.00	54.99	51864	09/02/2016
		73619	Plastic sleeves, and copy p	1	08/05/2016	46.28	.00	46.28	51864	09/02/2016
		73652	4 Plastic picture frames for	1	08/04/2016	19.56	.00	19.56	51864	09/02/2016
		73806	Box of checks	1	07/29/2016	174.61	.00	174.61	51864	09/02/2016
Total 4133:						295.44	.00	295.44		
4135	NATIONAL BENEFITS AD	549439	FSA & HRA admin. fees fo	1	07/31/2016	163.20	.00	163.20	51849	08/23/2016
		CO-0112868	HRA Reimbursement July	1	07/31/2013	505.20	.00	505.20	48375	09/06/2013
		CO-0112868	HRA Reimbursement July	2	07/31/2013	97.10	.00	97.10	48375	09/06/2013
		CP-0112868	HRA Reimbursement July	1	07/31/2013	2,780.93	.00	2,780.93	48375	09/06/2013
		CP-0113106	HRA Reimbursement Augs	1	08/31/2013	154.29	.00	154.29	48375	09/06/2013
		CP136187	FSA/HRA fees for July, 20	1	07/31/2016	3,219.66	.00	3,219.66	51843	08/23/2016
Total 4135:						6,920.38	.00	6,920.38		
4192	IDAHO TRAFFIC SAFETY,	18376	Road striping	1	08/01/2016	10,792.50	.00	10,792.50	51875	09/02/2016
Total 4192:						10,792.50	.00	10,792.50		
4241	FRANCO, RAY	073016	Fuel reimbursement for wil	1	07/31/2016	86.29	.00	86.29	51869	09/02/2016
		101	Reimburesment for Hotel o	1	07/29/2016	90.47	.00	90.47	51869	09/02/2016
Total 4241:						176.76	.00	176.76		
4243	KETCHUM COMPUTERS	12744	Computer Support - 4/15/1	1	05/02/2016	435.00	.00	435.00	51883	09/02/2016
		12787	Computer Support - 5/1/16-	1	05/16/2016	616.25	.00	616.25	51883	09/02/2016
		12836	Computer Support - 5/15/1	1	06/01/2016	652.50	.00	652.50	51883	09/02/2016
		13115	Computer Support - 8/1/16-	1	08/16/2016	435.00	.00	435.00	51883	09/02/2016
Total 4243:						2,138.75	.00	2,138.75		
4245	ST FRANCIS PET CLINIC	05020	Stray cat impound/ 1 night	1	07/14/2016	18.00	.00	18.00	51893	09/02/2016

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Total 4245:						18.00	.00	18.00		
4288	GRANICUS, INC.	72510	Monthly Service December	1	12/31/2015	601.12	.00	601.12	51838	08/23/2016
		78637	Monthly Service August, 20	1	07/15/2016	601.12	.00	601.12	51838	08/23/2016
		79373	Monthly Service Sept. 201	1	08/15/2016	601.12	.00	601.12	51852	08/26/2016
Total 4288:						1,803.36	.00	1,803.36		
4364	AK PEST MANAGEMENT	2944	3rd application of weed ab	1	08/07/2016	3,875.00	.00	3,875.00	51856	09/02/2016
Total 4364:						3,875.00	.00	3,875.00		
4403	GREAT AMERICA FINAN	19073799	Sharp Copier Lease - Fire	1	07/18/2016	105.00	.00	105.00	51839	08/23/2016
		19141042	Copier lease - Admin - July	1	07/29/2016	199.00	.00	199.00	51839	08/23/2016
		19141043	Copier lease - Police - July,	1	07/29/2016	89.00	.00	89.00	51839	08/23/2016
		19230212	Sharp Copier Lease - Fire	1	08/16/2016	105.00	.00	105.00	51853	08/26/2016
Total 4403:						498.00	.00	498.00		
4511	ASPHALT SYSTEMS INC.	29537	Chip seal oil/ N. Village wa	1	08/11/2016	3,568.00	.00	3,568.00	51857	09/02/2016
Total 4511:						3,568.00	.00	3,568.00		
4522	SILVER CREEK FORD	128207	Program brake controller in	1	06/30/2016	66.00	.00	66.00	51892	09/02/2016
		18551	Hub cap for Police vehicle	1	08/04/2016	69.30	.00	69.30	51892	09/02/2016
Total 4522:						135.30	.00	135.30		
4545	MIICOR INC.	14738	Barracuda Email Security	1	08/17/2016	427.50	.00	427.50	51886	09/02/2016
Total 4545:						427.50	.00	427.50		
4598	TREASURE VALLEY COF	2160:046220	Coffee for Admin	1	08/16/2016	22.84	.00	22.84	51897	09/02/2016
		2160:046220	Coffee for Streets Departm	2	08/16/2016	22.84	.00	22.84	51897	09/02/2016
		2160:046220	Coffee for Community Dev	3	08/16/2016	22.84	.00	22.84	51897	09/02/2016
		2160:046220	Coffee for Police Departme	4	08/16/2016	22.84	.00	22.84	51897	09/02/2016
		2160:046220	Coffee for Fire Department	1	08/16/2016	22.84	.00	22.84	51897	09/02/2016
Total 4598:						114.20	.00	114.20		
4631	INREACH - DELMORE	DL09141610	Monthly dues 06/07 to 08/0	1	08/07/2016	103.60	.00	103.60	51877	09/02/2016
Total 4631:						103.60	.00	103.60		
4640	JPS COMMUNICATIONS	1216	Replacement cable for Kin	1	08/10/2016	248.00	.00	248.00	51881	09/02/2016
Total 4640:						248.00	.00	248.00		
4678	HARRIS & CO, PLLC	24315	Financial Audit for Year En	1	03/31/2016	14,000.00	.00	14,000.00	51872	09/02/2016
Total 4678:						14,000.00	.00	14,000.00		
4679	SUN VALLEY AIR SERVIC	060116	June 2016 1% Air Service	1	06/01/2016	46,565.24	.00	46,565.24	51847	08/23/2016
		060116	Direct cost deduction	2	06/01/2016	572.50-	.00	572.50-	51847	08/23/2016

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Total 4679:						45,992.74	.00	45,992.74		
4683	JEROME PETERBILT	159471	Case of high pressure grea	1	08/17/2016	10.75	.00	10.75	51879	09/02/2016
Total 4683:						10.75	.00	10.75		
4761	Neopost USA Inc	14588327	Ink Cartridge for NEPOST	1	07/15/2015	196.11	.00	196.11	51844	08/23/2016
Total 4761:						196.11	.00	196.11		
4769	WEIDNER FIRE	112540	4 25 foot makeup lines two	1	08/12/2016	236.80	.00	236.80	51899	09/02/2016
Total 4769:						236.80	.00	236.80		
4825	BME UPLIFTING, LLC	215043	8 Portable radios, RELM: K	1	07/15/2016	11,000.89	.00	11,000.89	51858	09/02/2016
		215081	1 Relm antenna for duty st	1	08/15/2016	39.50	.00	39.50	51858	09/02/2016
Total 4825:						11,040.39	.00	11,040.39		
4828	LONNIE JESSER	070816	Purchase and delivery for (1	07/08/2016	400.00	.00	400.00	51885	09/02/2016
Total 4828:						400.00	.00	400.00		
4830	WHITE PETERSON	119783	Legal Services - General M	1	07/31/2016	2,500.00	.00	2,500.00	51900	09/02/2016
		119784	Legal Services - General M	1	07/31/2016	183.75	.00	183.75	51900	09/02/2016
		119785	Legal Services - P&Z- Privil	1	07/31/2016	2,651.25	.00	2,651.25	51900	09/02/2016
		119786	Legal Services - City Coun	1	07/31/2016	140.00	.00	140.00	51900	09/02/2016
Total 4830:						5,475.00	.00	5,475.00		
4833	SUN VALLEY TRANSFER	081116	Plans Storage Boxes	1	08/11/2016	150.00	.00	150.00	51895	09/02/2016
Total 4833:						150.00	.00	150.00		
4834	EVERGREEN VENTURES	082316	Partial Refund of Landscap	1	08/23/2016	1,814.40	.00	1,814.40	51867	09/02/2016
Total 4834:						1,814.40	.00	1,814.40		
4835	GARDNER LANDSCAPIN	3040	Repaired lawn that was ac	1	07/01/2016	289.44	.00	289.44	51870	09/02/2016
Total 4835:						289.44	.00	289.44		
Grand Totals:						196,436.85	.00	196,436.85		

Report Criteria:
 Detail report type printed

CITY OF SUN VALLEY
 COMBINED CASH INVESTMENT
 AUGUST 31, 2016

COMBINED CASH ACCOUNTS

01-102-000	CASH-CHECKING-GEN-WELLS FARGO	224,417.02
01-102-003	CREDIT CARD-GEN-WELLS FARGO	691.41
01-103-000	PETTY CASH	134.00
01-110-100	RETURNED CHECKS CLEARING	10.00
01-110-200	BUSINESS TAX CLEARING	(2,565.99)
01-151-000	INVESTEMENT - IDAHO STATE POOL	4,000,196.61
01-151-002	FAIRWAY BOND - ID INVEST POOL	3,585.82
01-151-008	INVESTEMENT - WELLS FARGO	400,000.00
	TOTAL COMBINED CASH	4,626,468.87
01-101-000	CASH ALLOCATED TO OTHER FUNDS	(4,668,326.52)
	TOTAL UNALLOCATED CASH	(41,857.65)

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	4,877,707.64
29	ALLOCATION TO FIXED ASSET REPLACEMENT FUND	(878,763.03)
30	ALLOCATION TO DEBT SERVICE FUND	9,521.91
40	ALLOCATION TO LAND ACQUISTION FUND	371,763.43
42	ALLOCATION TO WORKFORCE HOUSING FUND	89,608.68
50	ALLOCATION TO CAPITAL IMPROVEMENT FUND	(66,537.95)
52	ALLOCATION TO SPF	265,025.84
	TOTAL ALLOCATIONS TO OTHER FUNDS	4,668,326.52
	ALLOCATION FROM COMBINED CASH FUND - 01-101000	(4,668,326.52)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF SUN VALLEY
 BALANCE SHEET
 AUGUST 31, 2016

GENERAL FUND

ASSETS

10-101-000	CASH - COMBINED FUND		4,877,707.64
10-105-000	TAXES RECEIVABLE - CURRENT		30,456.00
10-107-000	TAXES RECEIVABLE - DELINQUENT		616.65
10-108-000	LOCAL OPTION TAXES- RECEIVABLE		71,942.68
10-115-000	OTHER ACCOUNTS RECEIVABLE		5,272.54
10-120-000	DUE FROM OTHER GOVERNMENTS		185,297.49
			<hr/>
	TOTAL ASSETS		5,171,293.00
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LIABILITIES AND EQUITY

LIABILITIES

10-203-000	ACCOUNTS PAYABLE		101,090.74
10-213-000	SALES TAX PAYABLE		111,121.44
10-216-000	SALARIES & WAGES PAYABLE		51,664.56
10-217-100	FICA PAYABLE	(19,550.63)
10-217-200	FEDERAL WITHHOLDING PAYABLE		2,109.18
10-217-300	STATE WITHHOLDING PAYABLE		17,151.08
10-217-400	WORKERS COMPENSATION PAYABLE		19,594.12
10-217-450	RETIREMENT (PERS) PAYABLE		13,148.47
10-217-550	HEALTH INSURANCE PAYABLE		25,768.80
10-217-560	HRA & FSA SEC. DEP.	(7,768.01)
10-217-600	LIFE INSURANCE PAYABLE		266.19
10-217-700	GARNISHMENT PAYABLE	(6,830.12)
10-217-750	EVENT PERMIT DEPOSIT PAYABLE		1,360.00
10-217-900	FLEX SPENDING PAYABLE		16,302.23
10-225-100	DEFERRED REVENUE - TAXES, PROP		18,927.77
			<hr/>
	TOTAL LIABILITIES		344,355.82

FUND EQUITY

10-260-000	FUND BALANCE - RESERVED		1,271,633.00
	UNAPPROPRIATED FUND BALANCE:		
10-271-000	FUND BALANCE - BEGINNING OF YR	2,525,981.87	
	REVENUE OVER EXPENDITURES - YTD	1,031,137.43	
		<hr/>	
	BALANCE - CURRENT DATE		3,557,119.30
			<hr/>
	TOTAL FUND EQUITY		4,828,752.30
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		5,173,108.12
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CITY OF SUN VALLEY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>GENERAL PROPERTY TAXES</u>					
10-311-100 GENERAL PROPERTY TAXES REAL	17,023.74	2,551,952.41	2,453,848.00	(98,104.41)	104.0
10-311-300 PROPERTY TAXES INEREST&PENALTY	1,709.97	5,949.22	10,000.00	4,050.78	59.5
TOTAL GENERAL PROPERTY TAXES	18,733.71	2,557,901.63	2,463,848.00	(94,053.63)	103.8
<u>LOCAL OPTION TAXES</u>					
10-313-100 LOCAL OPTION TAX - LIQUOR 3%	13,944.53	76,273.11	60,000.00	(16,273.11)	127.1
10-313-200 LOCAL OPTION TAX - LODGING 3%	118,141.07	553,126.72	470,000.00	(83,126.72)	117.7
10-313-300 LOCAL OPTION TAX - RETAIL 3%	142,206.60	708,495.32	690,000.00	(18,495.32)	102.7
10-313-600 LOCAL OPTION TAX - AIR SER 1%	97,400.51	496,224.37	406,667.00	(89,557.37)	122.0
10-313-700 PENALTIES & INTEREST - L.O.T.	.00	81.96	500.00	418.04	16.4
TOTAL LOCAL OPTION TAXES	371,692.71	1,834,201.48	1,627,167.00	(207,034.48)	112.7
<u>BUSINESS & FRANCHISE TAXES</u>					
10-316-110 GAS FRANCHISE	9,676.85	84,232.78	70,000.00	(14,232.78)	120.3
10-316-120 CABLE FRANCHISE	14,152.25	57,794.99	55,000.00	(2,794.99)	105.1
TOTAL BUSINESS & FRANCHISE TAXES	23,829.10	142,027.77	125,000.00	(17,027.77)	113.6
<u>BUSINESS LICENSES & PERMITS</u>					
10-321-100 BEER, LIQUOR & WINE LICENSES	.00	2,810.00	2,000.00	(810.00)	140.5
10-321-200 MUNICIPAL TAX PERMITS	.00	920.00	300.00	(620.00)	306.7
10-321-300 TEMP MUNICIPAL TAX PERMITS	.00	10.00	2,000.00	1,990.00	.5
TOTAL BUSINESS LICENSES & PERMITS	.00	3,740.00	4,300.00	560.00	87.0
<u>NON-BUSINESS LICENSES & PERMIT</u>					
10-322-110 BUILDING PERMITS	18,389.43	277,852.62	200,000.00	(77,852.62)	138.9
TOTAL NON-BUSINESS LICENSES & PERMIT	18,389.43	277,852.62	200,000.00	(77,852.62)	138.9
<u>STATE OF IDAHO SHARED REVENUES</u>					
10-335-100 STATE LIQUOR APPORTIONMENT	.00	1,104.00	2,208.00	1,104.00	50.0
10-335-500 STATE SALES TAX	.00	329,946.69	722,454.00	392,507.31	45.7
TOTAL STATE OF IDAHO SHARED REVENUES	.00	331,050.69	724,662.00	393,611.31	45.7

CITY OF SUN VALLEY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>GENERAL GOVERNMENT</u>					
10-341-100 ENGINEERING REIMBURSABLES	1,425.00	5,561.00	10,000.00	4,439.00	55.6
10-341-110 APPLICATION FEES	750.00	9,462.50	10,000.00	537.50	94.6
10-341-120 PUBLIC NOTICE REIMBURSABLES	.00	.00	3,000.00	3,000.00	.0
TOTAL GENERAL GOVERNMENT	2,175.00	15,023.50	23,000.00	7,976.50	65.3
<u>FINES</u>					
10-361-901 TRAFFIC FINES	431.00	976.00	500.00	(476.00)	195.2
10-361-902 MOTOR VEHICLE TAX	69.75	5,129.10	6,000.00	870.90	85.5
TOTAL FINES	500.75	6,105.10	6,500.00	394.90	93.9
<u>INTEREST EARNINGS</u>					
10-371-100 INTEREST REVENUES	.00	2,313.33	4,000.00	1,686.67	57.8
TOTAL INTEREST EARNINGS	.00	2,313.33	4,000.00	1,686.67	57.8
<u>MISCELLANEOUS</u>					
10-379-252 POLICE TRUST ACCOUNT	.00	11,750.00	8,500.00	(3,250.00)	138.2
10-379-260 FIRE TRUST ACCOUNT	.00	8,500.00	8,500.00	.00	100.0
10-379-300 OTHER REVENUES	5,524.45	36,551.28	30,000.00	(6,551.28)	121.8
10-379-301 WILDLAND REIMBURSEMENTS	.00	144,557.87	20,000.00	(124,557.87)	722.8
TOTAL MISCELLANEOUS	5,524.45	201,359.15	67,000.00	(134,359.15)	300.5
<u>TRANSFER FROM RESERVES</u>					
10-381-001 TRANS FROM FUND BALANCE	.00	.00	16,604.00	16,604.00	.0
TOTAL TRANSFER FROM RESERVES	.00	.00	16,604.00	16,604.00	.0
TOTAL FUND REVENUE	440,845.15	5,371,575.27	5,262,081.00	(109,494.27)	102.1

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEGISLATIVE</u>					
10-411-110 SALARIES AND WAGES	4,756.95	51,817.09	69,000.00	17,182.91	75.1
10-411-210 FICA CONTRIBUTION	275.97	3,142.43	5,279.00	2,136.57	59.5
10-411-220 RETIREMENT CONTRIBUTION	537.70	5,914.70	7,810.00	1,895.30	75.7
10-411-240 WORKERS COMPENSATION	11.88	130.68	300.00	169.32	43.6
10-411-250 HEALTH INSURANCE	2,253.21	23,947.22	47,017.00	23,069.78	50.9
10-411-429 PROFESSIONAL FEES	1,803.36	8,384.66	7,500.00	(884.66)	111.8
10-411-470 TRAVEL & TRAINING	.00	134.20	.00	(134.20)	.0
10-411-474 TRAVEL FOR LEGAL PROCEEDINGS	.00	.00	2,500.00	2,500.00	.0
10-411-475 MEETINGS, CONVENTIONS & CONF.	.00	349.62	2,500.00	2,150.38	14.0
10-411-476 CITY FUNCTIONS	181.44	730.59	2,700.00	1,969.41	27.1
10-411-689 MARKETING SERVICES	.00	80,369.12	275,000.00	194,630.88	29.2
10-411-690 MAYOR	.00	3.25	.00	(3.25)	.0
10-411-692 ECONOMIC DEV/CULTURAL INFO SER	.00	123,083.30	8,500.00	(114,583.30)	1448.0
10-411-694 PUBLIC TRANSIT SERVICES	.00	198,750.00	265,000.00	66,250.00	75.0
10-411-740 OFFICE FURNITURE & EQUIPMENT	.00	1,806.80	1,500.00	(306.80)	120.5
10-411-850 AIR SERVICE 1% LOT	45,992.74	435,776.27	399,443.00	(36,333.27)	109.1
TOTAL LEGISLATIVE	55,813.25	934,339.93	1,094,049.00	159,709.07	85.4

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-415-110 SALARIES AND WAGES	17,153.89	280,814.98	321,643.00	40,828.02	87.3
10-415-120 MERIT INCREASES ALL CLASS EMPL	.00	.00	55,040.00	55,040.00	.0
10-415-200 PHYSICAL INCENTIVE PROGRAM	.00	.00	1,600.00	1,600.00	.0
10-415-210 FICA CONTRIBUTION	1,277.37	20,250.93	28,816.00	8,565.07	70.3
10-415-220 RETIREMENT CONTRIBUTION	1,939.38	30,476.22	42,641.00	12,164.78	71.5
10-415-240 WORKERS COMPENSATION	151.36	2,343.57	3,000.00	656.43	78.1
10-415-250 HEALTH INSURANCE	6,083.89	54,136.64	49,324.00	(4,812.64)	109.8
10-415-260 LIFE INSURANCE	128.00	1,206.80	2,700.00	1,493.20	44.7
10-415-270 MERIT TAXES/PERSI/WC	.00	(11.42)	.00	11.42	.0
10-415-280 STATE UNEMPLOYMENT	.00	342.68	.00	(342.68)	.0
10-415-310 OFFICE SUPPLIES	243.73	5,181.11	12,500.00	7,318.89	41.5
10-415-315 JANITORIAL SUPPLIES	403.42	2,621.95	1,200.00	(1,421.95)	218.5
10-415-320 OPERATING SUPPLIES	.00	288.00	.00	(288.00)	.0
10-415-350 MOTOR FUELS & LUBRICANTS	.00	43.25	150.00	106.75	28.8
10-415-360 COMPUTER SUPPLIES	.00	314.69	.00	(314.69)	.0
10-415-370 POSTAGE	196.11	1,583.09	1,600.00	16.91	98.9
10-415-420 PROFESSIONAL FEES	16,489.06	29,808.84	4,000.00	(25,808.84)	745.2
10-415-421 AUDIT	.00	.00	14,000.00	14,000.00	.0
10-415-425 ATTORNEY FEES	5,475.00	37,013.20	50,452.00	13,438.80	73.4
10-415-426 ATTORNEY FEES-SPECIAL COUNSEL	.00	3,000.00	35,000.00	32,000.00	8.6
10-415-427 COMPUTER CONSULTANTS	2,138.75	22,534.75	30,000.00	7,465.25	75.1
10-415-435 WEBSITE	.00	700.00	1,000.00	300.00	70.0
10-415-440 ADVERTISING & LEGAL PUBLISHING	680.44	931.52	4,000.00	3,068.48	23.3
10-415-465 INSURANCE - LIABILITY FUND	.00	45,311.00	95,622.00	50,311.00	47.4
10-415-470 TRAVEL, TRAINING & MEETINGS	993.00	4,916.84	9,000.00	4,083.16	54.6
10-415-476 CITY FUNCTIONS	.00	750.00	7,500.00	6,750.00	10.0
10-415-480 DUES/SUBSCRIPTIONS/MEMBERSHIPS	1,150.00	19,024.28	17,082.00	(1,942.28)	111.4
10-415-500 CUSTODIAL & CLEANING SERVICES	1,170.00	11,824.20	15,000.00	3,175.80	78.8
10-415-510 TELEPHONE & COMMUNICATIONS	1,642.84	14,449.92	15,000.00	550.08	96.3
10-415-521 UTILITIES	1,121.31	22,201.82	30,000.00	7,798.18	74.0
10-415-540 RENTAL - OFFICE FURN & EQUIP	683.67	4,903.18	3,000.00	(1,903.18)	163.4
10-415-580 REPAIR/MAINT - OFFICE FURN/EQ	.00	.00	1,000.00	1,000.00	.0
10-415-585 REPAIR & MAINT - BUILDINGS	.00	983.64	2,000.00	1,016.36	49.2
10-415-600 REPAIR/MAINT - AUTOMOTIVE EQ	.00	.00	500.00	500.00	.0
10-415-680 BANK CHARGES	(2.86)	28,893.95	1,800.00	(27,093.95)	1605.2
10-415-740 OFFICE EQPMT, COMPUTER EQPMT	427.50	2,678.36	5,268.00	2,589.64	50.8
TOTAL ADMINISTRATION	59,545.86	649,517.99	861,438.00	211,920.01	75.4

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COMMUNITY DEVELOPMENT</u>					
10-418-110 SALARIES AND WAGES	19,415.72	228,525.95	225,522.00	(3,003.95)	101.3
10-418-140 SALARIES AND WAGES-TEMP EMPLOY	4,683.98	21,675.15	41,230.00	19,554.85	52.6
10-418-200 PHYSICAL INCENTIVE PROGRAM	.00	800.00	1,600.00	800.00	50.0
10-418-210 FICA CONTRIBUTION	1,904.83	20,390.62	20,407.00	16.38	99.9
10-418-220 RETIREMENT CONTRIBUTION	2,479.04	32,370.75	25,529.00	(6,841.75)	126.8
10-418-240 WORKERS COMPENSATION	287.62	2,955.55	2,700.00	(255.55)	109.5
10-418-250 HEALTH INSURANCE	1,626.83	17,848.87	28,410.00	10,561.13	62.8
10-418-285 EXPENSE REIMBURSEMENT	1,063.31	22,344.25	21,000.00	(1,344.25)	106.4
10-418-290 PLANNING BUS EXP	93.61	218.61	1,000.00	781.39	21.9
10-418-310 OFFICE SUPPLIES	430.34	2,310.91	4,500.00	2,189.09	51.4
10-418-350 MOTOR FUELS & LUBRICANTS	44.81	667.48	3,000.00	2,332.52	22.3
10-418-390 SPECIAL DEPARTMENT EXPENSE	1,814.40	15,520.82	.00	(15,520.82)	.0
10-418-420 PROFESSIONAL FEES	.00	369.75	10,000.00	9,630.25	3.7
10-418-422 ENGINEERING	2,284.06	5,381.92	10,000.00	4,618.08	53.8
10-418-423 CONTRACT LABOR	.00	17,608.36	31,000.00	13,391.64	56.8
10-418-437 COMP PLAN	.00	1,593.62	3,000.00	1,406.38	53.1
10-418-440 ADVERTISING & LEGAL PUBLISHING	236.33	3,379.51	10,000.00	6,620.49	33.8
10-418-470 TRAVEL, TRAINING & MEETINGS	.00	5,906.68	8,500.00	2,593.32	69.5
10-418-480 DUES/SUBSCRIPTIONS/MEMBERSHIPS	.00	8,219.81	2,000.00	(6,219.81)	411.0
10-418-490 TRAINING	.00	177.00	.00	(177.00)	.0
10-418-510 TELEPHONE & COMMUNICATIONS	.00	1,638.78	1,500.00	(138.78)	109.3
10-418-600 REPAIR/MAINT - AUTOMOTIVE EQ	.00	759.70	3,000.00	2,240.30	25.3
10-418-740 OFFICE FURNITURE & EQUIPMENT	.00	3,265.11	3,500.00	234.89	93.3
TOTAL COMMUNITY DEVELOPMENT	36,364.88	413,929.20	457,398.00	43,468.80	90.5
<u>OTHER GENERAL GOVERNMENT</u>					
10-419-800 CONTINGENCY	.00	.00	50,000.00	50,000.00	.0
TOTAL OTHER GENERAL GOVERNMENT	.00	.00	50,000.00	50,000.00	.0

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
10-421-110 SALARIES AND WAGES	56,324.60	630,666.37	681,183.00	50,516.63	92.6
10-421-120 SALARIES & WAGES-PART TIME	2,080.33	2,753.70	.00	(2,753.70)	.0
10-421-122 OVERTIME SALARIES	1,715.15	24,024.85	30,000.00	5,975.15	80.1
10-421-200 PHYSICAL INCENTIVE PROGRAM	360.00	2,787.26	4,400.00	1,612.74	63.4
10-421-210 FICA CONTRIBUTION	4,482.08	49,310.34	54,405.00	5,094.66	90.6
10-421-220 RETIREMENT CONTRIBUTION	5,956.70	65,806.08	82,924.00	17,117.92	79.4
10-421-240 WORKERS COMPENSATION	1,865.55	20,239.33	21,000.00	760.67	96.4
10-421-250 HEALTH INSURANCE	9,133.09	101,510.16	135,707.00	34,196.84	74.8
10-421-290 POLICE BUSINESS EXPENSE	462.47	462.47	.00	(462.47)	.0
10-421-310 OFFICE SUPPLIES	.00	2,088.93	1,800.00	(288.93)	116.1
10-421-315 JANITORIAL SUPPLIES	50.48	444.12	800.00	355.88	55.5
10-421-320 OPERATING SUPPLIES	140.28	2,964.76	4,000.00	1,035.24	74.1
10-421-321 POLICE TRUST ACCOUNT	.00	9,141.44	5,000.00	(4,141.44)	182.8
10-421-340 MINOR EQUIPMENT	.00	8,265.22	10,000.00	1,734.78	82.7
10-421-345 SAFETY EQUIPMENT	.00	.00	500.00	500.00	.0
10-421-347 RECORDS MGT SYSEM-POL/FIRE	.00	20,443.00	20,443.00	.00	100.0
10-421-348 COMM-POLICE/FIRE DISPATCH	.00	97,890.37	96,656.00	(1,234.37)	101.3
10-421-350 MOTOR FUELS & LUBRICANTS	1,183.31	8,861.24	14,500.00	5,638.76	61.1
10-421-370 POSTAGE	68.96	132.94	200.00	67.06	66.5
10-421-424 MEDICAL SERVICES	.00	.00	500.00	500.00	.0
10-421-426 INVESTIGATIVE EXPERT SERVICES	.00	940.00	2,500.00	1,560.00	37.6
10-421-428 PROSECUTION OF MISDEMEANORS	.00	23,901.00	23,901.00	.00	100.0
10-421-470 TRAVEL, TRAINING & MEETINGS	54.69	11,003.57	10,000.00	(1,003.57)	110.0
10-421-480 DUES/SUBSCRIPTIONS/MEMBERSHIPS	18.00	1,499.25	4,000.00	2,500.75	37.5
10-421-493 PHYSICAL EXAMINATIONS	.00	.00	500.00	500.00	.0
10-421-510 TELEPHONE & COMMUNICATIONS	.00	2,344.94	5,500.00	3,155.06	42.6
10-421-595 REPAIR & MAINT - EQUIPMENT	69.30	355.97	1,000.00	644.03	35.6
10-421-600 REPAIR/MAINT - AUTOMOTIVE EQ	.00	3,934.10	5,500.00	1,565.90	71.5
10-421-610 REPAIR/MAINT - OTHER	89.00	1,141.00	3,000.00	1,859.00	38.0
10-421-615 REPAIR/MAINT - RADIO SERVICE	.00	997.69	3,000.00	2,002.31	33.3
10-421-630 LAUNDRY	308.00	2,930.40	2,250.00	(680.40)	130.2
10-421-665 UNIFORMS - POLICE	.00	3,268.86	4,500.00	1,231.14	72.6
10-421-695 VEHICLE TOWING	.00	.00	250.00	250.00	.0
10-421-740 OFFICE FURNITURE & EQUIPMENT	177.76	2,147.86	5,000.00	2,852.14	43.0
10-421-753 RADIOS-HANDHELD	.00	.00	5,400.00	5,400.00	.0
10-421-770 ANIMAL CONTROL	.00	2,000.00	2,500.00	500.00	80.0
TOTAL POLICE DEPARTMENT	84,539.75	1,104,257.22	1,242,819.00	138,561.78	88.9

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPARTMENT</u>					
10-423-110 SALARIES AND WAGES - FTE	33,449.81	360,761.42	373,851.00	13,089.58	96.5
10-423-120 WAGES - ON CALL FF	4,263.25	87,071.25	87,050.00	(21.25)	100.0
10-423-122 OVERTIME SALARIES	1,669.67	12,316.21	5,000.00	(7,316.21)	246.3
10-423-130 WAGES- WILDLAND	15,290.66	110,719.97	10,000.00	(100,719.97)	1107.2
10-423-140 WAGES-TEMP EMPLOYEE	.00	300.00	.00	(300.00)	.0
10-423-145 WAGES - PT EMPLOYEE	445.32	5,585.23	42,226.00	36,640.77	13.2
10-423-200 PHYSICAL INCENTIVE PROGRAM	.00	.00	2,400.00	2,400.00	.0
10-423-210 FICA CONTRIBUTION	4,169.69	37,989.71	40,295.00	2,305.29	94.3
10-423-220 RETIREMENT CONTRIBUTION	5,348.17	46,686.81	50,100.00	3,413.19	93.2
10-423-240 WORKERS COMP & SUPPLMTL ACCDT	1,958.60	17,541.16	16,000.00	(1,541.16)	109.6
10-423-250 HEALTH INSURANCE	5,830.68	54,442.02	77,984.00	23,541.98	69.8
10-423-310 OFFICE SUPPLIES	.00	1,246.85	3,200.00	1,953.15	39.0
10-423-315 JANITORIAL SUPPLIES	78.71	318.74	1,500.00	1,181.26	21.3
10-423-320 OPERATING SUPPLIES	.00	3,459.44	10,000.00	6,540.56	34.6
10-423-325 MEDICAL SAFETY SUPPLIES	61.38	4,470.04	10,000.00	5,529.96	44.7
10-423-340 MINOR TOOLS	.00	250.23	3,200.00	2,949.77	7.8
10-423-350 MOTOR FUELS & LUBRICANTS	445.83	7,204.14	12,000.00	4,795.86	60.0
10-423-360 MOTOR FUELS & LUBRICANTS - WLF	.00	233.70	5,000.00	4,766.30	4.7
10-423-370 POSTAGE	.00	14.05	.00	(14.05)	.0
10-423-470 TRAVEL, TRAINING & MEETINGS	995.47	31,786.62	31,600.00	(186.62)	100.6
10-423-480 DUES/SUBSCRIPTIONS/MEMBERSHIPS	103.60	8,612.43	5,200.00	(3,412.43)	165.6
10-423-510 TELEPHONE & COMMUNICATIONS	.00	6,983.69	9,300.00	2,316.31	75.1
10-423-555 RENTAL - EQUIPMENT	.00	1,380.00	2,500.00	1,120.00	55.2
10-423-570 RENTAL - OTHER	.00	.00	1,500.00	1,500.00	.0
10-423-575 EQUIPMENT PURCHASE-NON CAPITAL	(300.79)	2,633.41	12,000.00	9,366.59	22.0
10-423-576 TURNOUTS- REPLACEMENT & MAINT.	.00	2,285.59	12,000.00	9,714.41	19.1
10-423-585 REPAIR/MAINT - BUILDINGS	538.18	5,078.87	5,000.00	(78.87)	101.6
10-423-590 REPAIR/MAINT - GROUNDS	.00	486.35	7,000.00	6,513.65	7.0
10-423-591 WILDLAND EQUIP REIMB	9,334.85	9,777.57	.00	(9,777.57)	.0
10-423-595 REPAIR & MAINT - EQUIPMENT	1,473.16	11,412.42	16,000.00	4,587.58	71.3
10-423-600 REPAIR/MAINT - AUTOMOTIVE EQ	512.21	3,646.09	21,100.00	17,453.91	17.3
10-423-615 REPAIR/MAINT - RADIO SERVICE	1,650.48	5,194.28	5,000.00	(194.28)	103.9
10-423-620 RADIO AND ANTENNA LEASE	517.06	1,420.54	3,400.00	1,979.46	41.8
10-423-630 LAUNDRY	10.00	144.09	1,500.00	1,355.91	9.6
10-423-631 UNIFORMS	.00	7,415.28	12,000.00	4,584.72	61.8
10-423-635 COM AT RISK FIRE GRANT PROJECT	.00	.00	5,000.00	5,000.00	.0
10-423-740 OFFICE FURNITURE & EQUIPMENT	.00	.00	5,900.00	5,900.00	.0
10-423-910 TRAVEL & TRAINING - CE	.00	3,676.90	5,000.00	1,323.10	73.5
10-423-920 OFC/OPERATING SUPPLIES - CE	.00	.00	1,165.00	1,165.00	.0
10-423-930 TOOLS & SUPPLIES - CE	.00	.00	250.00	250.00	.0
TOTAL FIRE DEPARTMENT	87,845.99	852,545.10	912,221.00	59,675.90	93.5

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREET DEPARTMENT</u>					
10-431-110 SALARIES AND WAGES	16,014.54	196,483.39	208,189.00	11,705.61	94.4
10-431-120 SALARIES & WAGES - PART TIME	.00	.00	7,000.00	7,000.00	.0
10-431-122 OVERTIME SALARIES	.00	2,567.70	5,000.00	2,432.30	51.4
10-431-200 PHYSICAL INCENTIVE PROGRAM	.00	400.00	1,200.00	800.00	33.3
10-431-210 FICA CONTRIBUTION	1,172.02	14,336.72	17,501.00	3,164.28	81.9
10-431-220 RETIREMENT CONTRIBUTION	1,812.86	22,007.79	25,107.00	3,099.21	87.7
10-431-240 WORKERS COMPENSATION	858.64	10,329.83	12,000.00	1,670.17	86.1
10-431-250 HEALTH INSURANCE	2,885.97	36,116.09	50,459.00	14,342.91	71.6
10-431-310 OFFICE SUPPLIES	45.68	269.45	.00	(269.45)	.0
10-431-315 JANITORIAL SUPPLIES & LAUNDRY	26.00	499.47	400.00	(99.47)	124.9
10-431-320 OPERATING SUPPLIES	95.93	1,879.56	4,000.00	2,120.44	47.0
10-431-340 TOOLS & EQUIPMENT	.00	759.57	2,000.00	1,240.43	38.0
10-431-345 SAFETY EQUIPMENT	.00	.00	500.00	500.00	.0
10-431-350 MOTOR FUELS & LUBRICANTS	552.59	10,665.22	20,000.00	9,334.78	53.3
10-431-440 ADVERTISING & LEGAL PUBLISHING	.00	.00	1,000.00	1,000.00	.0
10-431-470 TRAVEL, TRAINING & MEETINGS	.00	1,024.05	5,500.00	4,475.95	18.6
10-431-510 TELEPHONE SERVICE	.00	965.44	1,500.00	534.56	64.4
10-431-536 SANDING/MAG CHLORIDE	.00	13,699.19	14,000.00	300.81	97.9
10-431-555 RENTAL - EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
10-431-570 RENT/LEASE - SNOW REMOVAL EQ.	.00	.00	1,000.00	1,000.00	.0
10-431-591 REPAIR/MAINT/CLEANING-STREETS	.00	6,200.76	4,500.00	(1,700.76)	137.8
10-431-592 STRIPING	10,792.50	19,703.00	29,000.00	9,297.00	67.9
10-431-595 REPAIR/MAINT - LARGE EQUIPMENT	.00	8,520.20	18,000.00	9,479.80	47.3
10-431-596 REPAIR/MAINT - SMALL EQUIP	.00	524.23	700.00	175.77	74.9
10-431-600 REPAIR/MAINT - AUTO EQUIP	.00	1,969.31	4,000.00	2,030.69	49.2
10-431-610 REPAIR/MAINT - MISC	.00	.00	1,000.00	1,000.00	.0
10-431-614 REPAIR/MAINT-BUILDING	636.20	5,651.28	12,000.00	6,348.72	47.1
10-431-620 LANDSCAPE SERVICES	.00	3,693.60	5,000.00	1,306.40	73.9
10-431-621 NOXIOUS WEED CONTROL	3,875.00	12,252.89	15,000.00	2,747.11	81.7
10-431-631 UNIFORMS	.00	474.15	1,100.00	625.85	43.1
10-431-740 OFFICE FURNITURE & EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
10-431-745 ROADS & PATHS CONDITION RATING	.00	.00	12,000.00	12,000.00	.0
10-431-780 ROADS & PATHS MAINT. PROGRAM	1,667.84	13,470.23	160,000.00	146,529.77	8.4
10-431-790 LAND MAINTENANCE 5 ACRE PARCEL	31.60	565.32	2,500.00	1,934.68	22.6
10-431-800 104 GREY EAGLE ABATEMENT	.00	819.96	.00	(819.96)	.0
TOTAL STREET DEPARTMENT	40,467.37	385,848.40	644,156.00	258,307.60	59.9
TOTAL FUND EXPENDITURES	364,577.10	4,340,437.84	5,262,081.00	921,643.16	82.5
NET REVENUE OVER EXPENDITURES	76,268.05	1,031,137.43	.00	(1,031,137.43)	.0

CITY OF SUN VALLEY
 BALANCE SHEET
 AUGUST 31, 2016

FIXED ASSET REPLACEMENT FUND

ASSETS

29-101-000	CASH - COMBINED FUND	(878,763.03)	
	TOTAL ASSETS			(878,763.03)

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
29-271-000	FUND BALANCE - BEGINNING OF YR	(742,962.14)	
	REVENUE OVER EXPENDITURES - YTD	(135,845.89)	
	BALANCE - CURRENT DATE		(878,808.03)	
	TOTAL FUND EQUITY			(878,808.03)
	TOTAL LIABILITIES AND EQUITY			(878,808.03)

CITY OF SUN VALLEY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING AUGUST 31, 2016

FIXED ASSET REPLACEMENT FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>SOURCE 399</u>					
29-399-504 TRANS FR GF UN FUND BALANCE	.00	.00	256,926.00	256,926.00	.0
TOTAL SOURCE 399	.00	.00	256,926.00	256,926.00	.0
TOTAL FUND REVENUE	.00	.00	256,926.00	256,926.00	.0

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

FIXED ASSET REPLACEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
29-490-751 CHIEF 1	.00	46,226.29	45,000.00	(1,226.29)	102.7
29-490-756 AERIAL TOWER	.00	.00	112,426.00	112,426.00	.0
29-490-761 POLICE- PATROL VEHICLE	45.00	32,224.10	35,000.00	2,775.90	92.1
29-490-779 NEW ENGINE SUPPORT EQUIPMENT	.00	8,858.50	10,000.00	1,141.50	88.6
29-490-788 STREET VEHICLE	.00	45,141.00	49,500.00	4,359.00	91.2
29-490-789 MAG CHLORIDE TANK	.00	3,396.00	5,000.00	1,604.00	67.9
TOTAL EXPENDITURES	<u>45.00</u>	<u>135,845.89</u>	<u>256,926.00</u>	<u>121,080.11</u>	<u>52.9</u>
TOTAL FUND EXPENDITURES	<u>45.00</u>	<u>135,845.89</u>	<u>256,926.00</u>	<u>121,080.11</u>	<u>52.9</u>
NET REVENUE OVER EXPENDITURES	<u>(45.00)</u>	<u>(135,845.89)</u>	<u>.00</u>	<u>135,845.89</u>	<u>.0</u>

CITY OF SUN VALLEY
 BALANCE SHEET
 AUGUST 31, 2016

DEBT SERVICE FUND

ASSETS

30-101-000	CASH - COMBINED FUND	9,521.91	
30-107-000	TAXES RECEIVABLE - DELIQUENT	394.89	
	TOTAL ASSETS		<u>9,916.80</u>

LIABILITIES AND EQUITY

LIABILITIES

30-225-100	DEFERRED REVENUE - TAXES, PROP	316.11	
	TOTAL LIABILITIES		316.11

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
30-271-000	FUND BALANCE - BEGINNING OF YR	9,600.69	
	BALANCE - CURRENT DATE	9,600.69	
	TOTAL FUND EQUITY		<u>9,600.69</u>
	TOTAL LIABILITIES AND EQUITY		<u>9,916.80</u>

CITY OF SUN VALLEY
 BALANCE SHEET
 AUGUST 31, 2016

LAND ACQUISITION FUND

ASSETS

40-101-000	CASH- LAND ACQUISITION	371,763.43	
	TOTAL ASSETS		<u>371,763.43</u>

LIABILITIES AND EQUITY

FUND EQUITY

40-271-000	UNAPPROPRIATED FUND BALANCE: FUND BALANCE - BEGINNING OF YR	<u>371,763.43</u>	
	BALANCE - CURRENT DATE	<u>371,763.43</u>	
	TOTAL FUND EQUITY		<u>371,763.43</u>
	TOTAL LIABILITIES AND EQUITY		<u>371,763.43</u>

CITY OF SUN VALLEY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING AUGUST 31, 2016

LAND ACQUISITION FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>OPERATING TRANSFERS IN</u>					
40-399-550 TRANSFER FROM LAF FUND BALANCE	.00	.00	242,000.00	242,000.00	.0
TOTAL OPERATING TRANSFERS IN	.00	.00	242,000.00	242,000.00	.0
TOTAL FUND REVENUE	.00	.00	242,000.00	242,000.00	.0

CITY OF SUN VALLEY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING AUGUST 31, 2016

LAND ACQUISITION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL PROJECTS</u>					
40-470-850 TRANSFERS OUT TO WFH FUND	.00	.00	242,000.00	242,000.00	.0
TOTAL CAPITAL PROJECTS	.00	.00	242,000.00	242,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	242,000.00	242,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

CITY OF SUN VALLEY
 BALANCE SHEET
 AUGUST 31, 2016

WORKFORCE HOUSING FUND

ASSETS

42-101-000	CASH- WORKFORCE HOUSING FUND		89,608.68	
	TOTAL ASSETS			<u>89,608.68</u>

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
42-271-000	FUND BALANCE - BEGINNING OF YR		146,903.73	
	REVENUE OVER EXPENDITURES - YTD	(59,609.77)	
	BALANCE - CURRENT DATE			<u>87,293.96</u>
	TOTAL FUND EQUITY			<u>87,293.96</u>
	TOTAL LIABILITIES AND EQUITY			<u>87,293.96</u>

CITY OF SUN VALLEY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING AUGUST 31, 2016

WORKFORCE HOUSING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>GENERAL PROPERTY TAXES</u>					
42-311-515 RENTS	1,058.50	9,042.80	7,000.00	(2,042.80)	129.2
TOTAL GENERAL PROPERTY TAXES	1,058.50	9,042.80	7,000.00	(2,042.80)	129.2
<u>REVENUES</u>					
42-399-400 TRANSFER FROM LAF FUND BAL	.00	.00	242,000.00	242,000.00	.0
42-399-500 TRANSFER FROM WKFC FUND BAL	.00	.00	43,200.00	43,200.00	.0
TOTAL REVENUES	.00	.00	285,200.00	285,200.00	.0
TOTAL FUND REVENUE	1,058.50	9,042.80	292,200.00	283,157.20	3.1

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

WORKFORCE HOUSING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WFH PROJECTS</u>					
42-470-210 FICA CONTRIBUTION	106.21	743.72	.00	(743.72)	.0
42-470-220 RETIREMENT CONTRIBUTION	164.67	329.34	.00	(329.34)	.0
42-470-702 EMPLOYEE HOUSING ALLOWANCE	1,433.32	15,766.52	17,200.00	1,433.48	91.7
42-470-703 COMMUNITY HOUSING SERVICES	.00	7,500.00	15,000.00	7,500.00	50.0
42-470-705 CITY OWNED UNITS/UTIL & MAINT	1,669.02	9,236.92	10,000.00	763.08	92.4
42-470-732 ELKHORN FS SLEEPING QTRS	.00	35,076.07	250,000.00	214,923.93	14.0
TOTAL WFH PROJECTS	<u>3,373.22</u>	<u>68,652.57</u>	<u>292,200.00</u>	<u>223,547.43</u>	<u>23.5</u>
TOTAL FUND EXPENDITURES	<u>3,373.22</u>	<u>68,652.57</u>	<u>292,200.00</u>	<u>223,547.43</u>	<u>23.5</u>
NET REVENUE OVER EXPENDITURES	<u>(2,314.72)</u>	<u>(59,609.77)</u>	<u>.00</u>	<u>59,609.77</u>	<u>.0</u>

CITY OF SUN VALLEY
 BALANCE SHEET
 AUGUST 31, 2016

CAPITAL IMPROVEMENT FUND

ASSETS

50-101-000	CASH - COMBINED FUND	(66,537.95)	
	TOTAL ASSETS			(66,537.95)

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
50-271-000	FUND BALANCE - BEGINNING OF YR	(65,056.00)	
	REVENUE OVER EXPENDITURES - YTD	(1,481.95)	
	BALANCE - CURRENT DATE		(66,537.95)	
	TOTAL FUND EQUITY			(66,537.95)
	TOTAL LIABILITIES AND EQUITY			(66,537.95)

CITY OF SUN VALLEY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING AUGUST 31, 2016

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING TRANSFERS IN</u>					
50-399-200 TRANSFER FROM GF UNASSIGNED	.00	.00	105,000.00	105,000.00	.0
TOTAL OPERATING TRANSFERS IN	.00	.00	105,000.00	105,000.00	.0
TOTAL FUND REVENUE	.00	.00	105,000.00	105,000.00	.0

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL PROJECTS</u>					
50-470-838 FIRE DEPARTMENT SLEEPING QTRS	.00	1,481.95	.00	(1,481.95)	.0
TOTAL CAPITAL PROJECTS	.00	1,481.95	.00	(1,481.95)	.0
<u>DEPARTMENT 480</u>					
50-480-442 STREET DEPT VENTILATION SYS	.00	.00	15,000.00	15,000.00	.0
50-480-450 CITY HALL GENERATOR	.00	.00	90,000.00	90,000.00	.0
TOTAL DEPARTMENT 480	.00	.00	105,000.00	105,000.00	.0
TOTAL FUND EXPENDITURES	.00	1,481.95	105,000.00	103,518.05	1.4
NET REVENUE OVER EXPENDITURES	.00	(1,481.95)	.00	1,481.95	.0

CITY OF SUN VALLEY
 BALANCE SHEET
 AUGUST 31, 2016

SPF

ASSETS

52-101-000	CASH - COMBINED FUND		265,025.84	
	TOTAL ASSETS			265,025.84

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
52-271-000	FUND BALANCE - BEGINNING OF YR	107,181.01		
	REVENUE OVER EXPENDITURES - YTD	116,531.78		
	BALANCE - CURRENT DATE		223,712.79	
	TOTAL FUND EQUITY			223,712.79
	TOTAL LIABILITIES AND EQUITY			223,712.79

CITY OF SUN VALLEY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING AUGUST 31, 2016

SPF

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>GENERAL PROPERTY TAXES</u>					
52-311-200 PROPERTY TAX-GENERAL	1,891.51	179,595.72	272,650.00	93,054.28	65.9
TOTAL GENERAL PROPERTY TAXES	1,891.51	179,595.72	272,650.00	93,054.28	65.9
<u>STATE OF IDAHO SHARED REVENUES</u>					
52-335-200 STATE HIGHWAY USER	.00	30,112.10	59,694.00	29,581.90	50.4
TOTAL STATE OF IDAHO SHARED REVENUES	.00	30,112.10	59,694.00	29,581.90	50.4
TOTAL FUND REVENUE	1,891.51	209,707.82	332,344.00	122,636.18	63.1

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING AUGUST 31, 2016

SPF

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SPF</u>					
52-431-780 ROADS & PATHS MAINT. PROGRAM	43,204.56	93,176.04	290,000.00	196,823.96	32.1
52-431-960 TRANSFER TO S&P FUND	.00	.00	42,344.00	42,344.00	.0
TOTAL SPF	<u>43,204.56</u>	<u>93,176.04</u>	<u>332,344.00</u>	<u>239,167.96</u>	<u>28.0</u>
TOTAL FUND EXPENDITURES	<u>43,204.56</u>	<u>93,176.04</u>	<u>332,344.00</u>	<u>239,167.96</u>	<u>28.0</u>
NET REVENUE OVER EXPENDITURES	<u>(41,313.05)</u>	<u>116,531.78</u>	<u>.00</u>	<u>(116,531.78)</u>	<u>.0</u>

Monthly LOT Comparison for July 2016 Receipts

	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016*	Increase/ Decrease of FY16 as Compared to FY15
Retail	121,472	112,979	121,980	127,521	145,354	139,697	-4%
Lodging	95,637	92,511	96,446	95,933	116,446	117,365	1%
Liquor	12,019	10,355	10,520	10,965	14,074	13,912	-1%
Totals	229,127	215,845	228,946	234,419	275,874	270,974	-2%

Detail Summary of Comparative YTD Receipts for the months of October - July

	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016*	Increase/ Decrease of FY16 as Compared to FY15
October	75,542	49,847	56,260	58,531	54,565	66,009	21%
November	34,116	46,298	41,355	42,734	37,762	45,526	21%
December	106,190	114,930	126,671	130,540	112,858	176,411	56%
January	89,043	82,380	95,770	87,247	89,162	110,600	24%
February	115,014	101,797	113,281	112,073	86,860	153,391	77%
March	110,729	90,809	113,200	99,304	79,737	119,605	50%
April	37,056	42,642	38,852	34,842	44,844	50,231	12%
May	47,475	52,181	44,172	37,150	47,019	70,469	50%
June	92,378	101,367	98,969	107,341	122,567	130,584	7%
July	229,127	215,845	228,946	234,419	275,874	270,974	-2%
August	186,112	192,799	168,716	221,612	199,076	0	-100%
September	124,435	117,748	122,331	91,906	65,533	0	-100%
Fiscal Year Total	1,247,216	1,208,644	1,248,522	1,257,699	1,215,857	1,193,801	
Year-To-Date Receipts Comparison (October - July)	936,670	898,097	957,475	944,182	951,248	1,193,801	25%

Local Option Tax receipts for the month of July 2016 totaled \$270,974 representing a -2% decrease in receipts from July 2015.

*October - January receipts corrected 4/25/16

CITY OF SUN VALLEY

LOT Retail Receipts Figures

Monthly LOT Comparison f	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016*	Increase/ Decrease of FY16 as Compared to FY15
October	46,790	26,180	30,436	31,543	35,839	35,732	0%
November	22,367	29,001	25,537	26,945	23,400	27,403	17%
December	62,823	65,920	71,156	68,666	66,925	97,853	46%
January	47,097	41,884	47,746	43,385	51,580	55,699	8%
February	57,260	50,924	51,566	58,014	50,521	75,864	50%
March	51,052	41,019	53,430	49,015	42,977	49,658	16%
April	21,899	26,465	27,301	23,605	32,233	30,765	-5%
May	39,678	37,816	31,877	28,025	36,001	47,519	32%
June	56,498	62,166	57,884	68,192	68,606	69,782	2%
July	121,472	112,979	121,980	127,521	145,354	139,697	-4%
August	97,834	122,555	93,909	120,942	104,284		-100%
September	61,763	57,049	74,778	55,549	35,403		-100%
Fiscal Year Total	686,532	673,960	687,600	701,403	693,123	629,973	
Year-To-Date Receipts Comparison (October - July)	348,966	319,211	339,049	329,199	339,476	420,494	24%

CITY OF SUN VALLEY

LOT Lodging Receipts Figures

Monthly LOT Comparison f	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016*	Increase/ Decrease of FY16 as Compared to FY15
October	24,627	19,946	21,712	22,585	15,550	24,908	60%
November	9,462	14,358	13,014	13,567	12,187	15,058	24%
December	36,247	40,756	46,347	53,815	39,496	69,048	75%
January	35,394	34,636	41,194	37,577	32,835	47,265	44%
February	50,052	43,826	54,235	48,420	31,724	68,774	117%
March	55,640	43,588	52,824	43,513	32,698	62,219	90%
April	12,695	13,948	9,715	9,601	11,217	16,836	50%
May	6,205	12,456	9,152	6,943	9,313	19,728	112%
June	31,711	34,758	36,811	34,598	47,142	55,309	17%
July	95,637	92,511	96,446	95,933	116,446	117,365	1%
August	76,779	93,537	70,471	85,723	80,047		-100%
September	44,818	32,872	45,171	31,453	24,761		-100%
Fiscal Year Total	479,267	477,191	497,094	483,727	453,418	496,510	
Year-To-Date Receipts Comparison (October - July)	230,323	223,513	248,194	236,020	185,021	323,835	75%

CITY OF SUN VALLEY

LOT Liquor Receipts Figures

Monthly LOT Comparison f	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016*	Increase/ Decrease of FY16 as Compared to FY15
October	4,126	3,721	4,112	4,403	3,176	5,369	69%
November	2,287	2,939	2,804	2,222	2,174	3,065	41%
December	7,120	8,254	9,167	8,059	6,437	9,509	48%
January	6,552	5,860	6,830	6,285	4,747	7,637	61%
February	7,702	7,046	7,479	5,640	4,614	8,753	90%
March	4,036	6,202	6,946	6,777	4,063	7,728	90%
April	2,462	2,229	1,837	1,636	1,394	2,630	89%
May	1,592	1,909	3,142	2,181	1,705	3,223	89%
June	4,170	4,443	4,273	4,552	6,819	5,492	-19%
July	12,019	10,355	10,520	10,965	14,074	13,912	-1%
August	11,499	13,164	4,336	14,946	14,745		-100%
September	17,854	5,595	2,381	4,904	5,369		-100%
Fiscal Year Total	81,418	71,717	63,828	72,570	69,316	67,318	
Year-To-Date Receipts Comparison (October - July)	35,877	38,160	42,318	37,203	28,310	47,914	69%

*October - January receipts corrected 4/25/16

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1																							
2																							
3	Local Option Tax Receipts (combined) FY 06 to FY 16																						
4																							
5																							
6		FY 06	% of total year	FY 07	% of total year	FY 08	% of total year	FY 09	% of total year	FY 10	% of total year	FY 11	% of total year	FY 12	% of total year	FY 13	% of total year	FY 14	% of total year	FY 15	% of total year	FY 16*	% of total year
7	October	71,261	4.87%	97,457	6.75%	65,124	4.62%	70,188	5.87%	69,432	5.57%	75,542	6.18%	49,847	3.99%	56,260	4.47%	58,531	4.65%	54,565	4.34%	66,009	5.25%
8	November	34,870	2.38%	40,890	2.83%	44,878	3.19%	40,074	3.35%	50,477	4.05%	34,116	2.79%	46,298	3.71%	41,355	3.29%	42,734	3.40%	37,762	3.00%	45,526	3.62%
9	December	120,900	8.26%	128,179	8.88%	129,017	9.16%	101,371	8.48%	97,420	7.81%	106,190	8.68%	114,930	9.21%	126,671	10.07%	130,540	10.38%	112,858	8.97%	176,411	14.03%
10	January	108,662	7.43%	103,326	7.16%	124,990	8.88%	103,326	8.64%	96,559	7.74%	89,043	7.28%	82,380	6.60%	95,770	7.61%	87,247	6.94%	89,162	7.09%	110,600	8.79%
11	February	134,863	9.22%	123,362	8.55%	139,063	9.88%	123,362	10.32%	101,944	8.17%	115,014	9.41%	101,797	8.15%	113,281	9.01%	112,073	8.91%	86,860	6.91%	153,391	12.20%
12	March	119,921	8.20%	131,973	9.14%	136,338	9.68%	131,973	11.04%	91,122	7.31%	110,729	9.05%	90,809	7.27%	113,200	9.00%	99,304	7.90%	79,737	6.34%	119,605	9.51%
13	April	46,438	3.17%	49,232	3.41%	41,147	2.92%	49,232	4.12%	46,747	3.75%	37,056	3.03%	42,642	3.42%	38,852	3.09%	34,842	2.77%	44,844	3.57%	50,231	3.99%
14	May	53,666	3.67%	57,533	3.99%	60,097	4.27%	57,533	4.81%	40,743	3.27%	47,475	3.88%	52,181	4.18%	44,172	3.51%	37,150	2.95%	47,019	3.74%	70,469	5.60%
15	June	136,014	9.30%	152,008	10.53%	129,805	9.22%	152,008	12.71%	94,222	7.55%	92,378	7.55%	101,367	8.12%	98,969	7.87%	107,341	8.53%	122,567	9.75%	130,584	10.38%
16	July	250,806	17.14%	228,032	15.80%	240,035	17.05%	228,032	19.07%	196,552	15.76%	229,127	18.74%	215,845	17.29%	228,946	18.20%	234,419	18.64%	275,874	21.93%	270,974	21.55%
17	August	214,275	14.65%	204,206	14.15%	218,739	15.53%	204,206	17.08%	204,474	16.39%	192,799	15.77%	229,256	18.36%	168,716	13.41%	221,612	17.62%	199,076	15.83%	0	0.00%
18	September	101,702	6.95%	146,815	10.17%	114,029	8.10%	146,815	12.28%	106,162	8.51%	117,748	9.63%	95,516	7.65%	122,331	9.73%	91,906	7.31%	65,533	5.21%	0	0.00%
19	TOTAL:	1,393,378	95.24%	1,463,013	101.37%	1,443,263	102.50%	1,408,120	117.75%	1,195,854	95.88%	1,247,217	101.99%	1,222,868	97.95%	1,248,522	99.27%	1,257,699	100.00%	1,215,857	96.67%	1,193,801	94.92%
20																							
21																							
22																							
23																							
24		10 yr Average % collected by month		FY 2015-06 Budgeted LOT Revenue by month		Actual LOT Revenue Collected by month to date*		(under)/over historical % collected by month*															
25																							
26	October	5.66%		69,013		66,009		(3,004)															
27	November	3.56%		43,442		45,526		2,084															
28	December	10.39%		126,801		176,411		49,610															
29	January	8.42%		102,675		110,600		7,925															
30	February	10.07%		122,866		153,391		30,525															
31	March	9.44%		115,216		119,605		4,389															
32	April	3.72%		45,429		50,231		4,802															
33	May	4.39%		53,520		70,469		16,949															
34	June	10.15%		123,852		130,584		6,731															
35	July	20.12%		245,421		270,974		25,554															
36	August	15.88%		193,726		-		-															
37	September	8.55%		104,352		-		-															
38	TOTAL:	110.35%		1,220,000		1,193,801		145,566															
39																							
40	*October 2015 - January 2016 receipts corrected 4/25/16																						

Vendor Name	Invoice #	Invoice Date	Description	Account #	Budgeted	Dept.	Amount
3 RIOS LANDSCAPING INC.	246	08/25/2016	Landscape repair at 412 Morning Star from accidental weed spraying	10-431-780	Yes	STR	450.00
AC HOUSTON LUMBER CO	014-583177	07/21/2016	Batteries for garage door openers. Inv 014-583177	10-423-320	Yes	FIRE	14.34
AC HOUSTON LUMBER CO	014-584938	07/27/2016	Roller and brush for oiling wood table at Elkhorn. Inv 014-584938	10-423-590	Yes	FIRE	25.76
AC HOUSTON LUMBER CO	014-586816	08/02/2016	Air filter for heater Elkhorn. Inv 014-586816	10-423-585	Yes	FIRE	27.27
AC HOUSTON LUMBER CO	014-592681	08/23/2016	3 Bags of redy mix for radio pad. Inv 014-592681	10-423-585	Yes	FIRE	28.95
AC HOUSTON LUMBER CO	014-593293	08/25/2016	Plywood for golf cart crossing during street sealing project.	10-431-780	Yes	STR	89.92
AC HOUSTON LUMBER CO	014-598526	09/14/2016	Leather gloves	10-431-345	Yes	STR	30.09
ALLINGTON, FREDRICK C.	092316	09/23/2016	SEMI-ANNUAL PROSECUTORIAL FEES	10-421-428	Yes	POLI	11,950.50
ASPHALT SYSTEMS INC.	29611	08/25/2016	Fraction seal oil.	52-431-780	Yes	SPF	15,468.75
ASSOCIATION OF IDAHO CITIE	200002100	08/31/2016	2016 fall district meeting in Twin Falls - Saks	10-411-475	Yes	LEGI	35.00
BARRY EQUIPMENT & RENTAL	154037-1	09/14/2016	Auger relacement for sign post digger.	10-431-780	Yes	STR	1,227.63
BUSINESS INTERIORS OF IDAH	12137	09/23/2016	New chair for S. Robertson	10-415-740	Yes	ADM	512.40
CALIFORNIA CONTRACTORS S	T38609	08/31/2016	Case of duct tape used for covering manholes when street sealing.	10-431-780	Yes	STR	130.80
CHATEAU DRUG	083116	08/31/2016	First aid kit supplies.	10-431-345	Yes	STR	28.87
CHATEAU DRUG	083116	08/31/2016	Garage door batteries/ spray paint/ misc. batteries	10-431-320	Yes	STR	86.89
CONSTRUCTION SOLUTIONS C	092616	09/26/2016	Progress Billing	42-470-732	Yes	WFH	52,145.55
COPY & PRINT	73926	08/25/2016	Business Cards for Jae Hill (250 ct)	10-418-310	Yes	COM	54.99
COPY & PRINT	74073	08/18/2016	1 box of Copier paper	10-415-310	Yes	ADM	37.99
COPY & PRINT	74100	08/25/2016	Paper clips, letter paper, color paper.	10-415-310	Yes	ADM	40.74
COPY & PRINT	74439	09/07/2016	1 box of Copier paper, binder clips, envelopes	10-415-310	Yes	ADM	60.88
COPY & PRINT	74553	09/19/2016	Binder clips, pens, fastener folders, highlighters, pencil sharpener, storage trays	10-415-310	Yes	ADM	340.12
COPY & PRINT	74720	09/26/2016	Business Cards for W. Femling	10-421-320	Yes	POLI	44.99
D & B SUPPLY COMPANY	10143	09/14/2016	2 cycle oil	10-431-350	Yes	STR	12.90
D & B SUPPLY COMPANY	10143	09/14/2016	Operating supplies	10-431-320	Yes	STR	99.16
D & B SUPPLY COMPANY	10143	09/14/2016	Safety equipment gloves, chainsaw chaps	10-431-345	Yes	STR	177.90
D & B SUPPLY COMPANY	10143	09/14/2016	Staff work pants	10-431-631	Yes	STR	85.98
D & B SUPPLY COMPANY	10143	09/14/2016	Tools AND FABRICATING SUPPLIES	10-431-340	Yes	STR	394.20
DAVITT, TERENCE	090316	09/03/2016	Reimbursement for work shirts	10-431-631	Yes	STR	32.03
ELEPHANT'S PERCH	567803	09/26/2016	Uniform shoes for Reid Black	10-423-635	Yes	FIRE	120.00
FEDEX	552510715	08/25/2016	Cost of shipping for Police department (Meridian Lab, Pocatello Lab, PA Lab)	10-421-370	Yes	POLI	139.11
FINI MACHINERY	8278	08/05/2016	Replace throttle spring on engine 63	10-423-600	Yes	FIRE	243.18
FINI MACHINERY	8279	08/05/2016	DOT inspection for Eng 65	10-423-600	Yes	FIRE	90.00
FLOYD LILLY COMPANY	091416	09/14/2016	Mag system repair for Oshkosh #82	10-431-595	Yes	STR	157.83
FLOYD LILLY COMPANY	091416	09/14/2016	Mag tank installation	29-490-789	Yes	EXP	356.68
GALLS LLC	5857079	08/09/2016	Parts for gun holster's (10 QTY)	10-421-595	Yes	POLI	179.90
GEM STATE PAPER	1064330-01	09/01/2016	Purell hand sanitizer's - 4 dispensers	10-415-315	Yes	ADM	100.15
GEM STATE PAPER	1074009-00	09/23/2016	Garbage can liners	10-415-315	Yes	ADM	94.92
GEM STATE PAPER	107451-00	09/23/2016	Paper towels and hand soap	10-431-315	Yes	STR	104.69
GLASS MASTERS, INC	WO-9233	09/15/2016	Replace windshields on 2 Oshkosh plow trucks.	10-431-595	Yes	STR	555.29
GRAINGER	9210574332	08/29/2016	Barricade tape and cone tape clips..	10-431-780	Yes	STR	113.53
GRAINGER	9226471143	09/15/2016	Mag chloride tank plumbing supplies.	29-490-789	Yes	EXP	10.62
GRAINGER	9226471150	09/15/2016	Mag chloride tank plumbing supplies.	29-490-789	Yes	EXP	45.65
GRIFFIN, BRENDA	092716	09/27/2016	Rope Rescue Course - HOT Academy (2 days per diem plus mileage)	10-423-470	Yes	FIRE	163.86
HUGHES FIRE EQUIPMENT	506252	08/16/2016	Service call on ladder truck replace handle on rear lights	10-423-600	Yes	FIRE	661.50
IDAHO DEPARTMENT OF LAND	320-8677-ID	09/14/2016	5 Gallon gas tanks for pumps, 10 1Leter fuel bottles for saws,10 compass	10-423-575	Yes	FIRE	865.74
IDAHO LUMBER	657368	09/21/2016	Pipe for mag tank intallation.	29-490-789	Yes	EXP	20.97
IDAHO MOUNTAIN EXPRESS	12547304	08/03/2016	Legal Ad for Ordinance 222	10-415-440	Yes	ADM	111.32

Vendor Name	Invoice #	Invoice Date	Description	Account #	Budgeted	Dept.	Amount
IDAHO MOUNTAIN EXPRESS	12547306	08/03/2016	Legal Ad for Public hearing	10-418-440	Yes	COM	39.56
IDAHO MOUNTAIN EXPRESS	12548152	08/17/2016	Legal Ad, P&Z 8/18	10-418-440	Yes	COM	166.98
IDAHO MOUNTAIN EXPRESS	12548153	08/17/2016	Legal Ad for Ordinance 488	10-415-440	Yes	ADM	107.64
IDAHO MOUNTAIN EXPRESS	1254896	08/24/2016	Legal Ad for Ordinance 489	10-415-440	Yes	ADM	83.72
IDAHO POST	S7015405	08/30/2016	Firearm Instructor class for Officer Logsdon (10/31/16-11/4/16)	10-421-470	Yes	POLI	400.00
IMPERIAL ASPHALT	3191	09/09/2016	Slurry realing all bus pullouts	10-431-780	Yes	STR	676.20
INTEGRATED TECHNOLOGIES	55898	08/25/2016	Contract base rate and copies - Police Dept	10-421-310	Yes	POLI	29.00
INTEGRATED TECHNOLOGIES	56657	09/07/2016	Contract base rate and copies - Fire Dept	10-423-510	Yes	FIRE	55.43
INTEGRATED TECHNOLOGIES	56718	09/08/2016	Printer Cartridge for 2025	10-418-310	Yes	COM	114.00
INTEGRATED TECHNOLOGIES	57579	09/22/2016	Contract base rate and copies - City Hall	10-415-510	Yes	ADM	352.04
INTEGRATED TECHNOLOGIES	57597	09/22/2016	Contract base rate and copies - Police Dept	10-421-310	Yes	POLI	29.00
INTEGRATED TECHNOLOGIES	57730	09/22/2016	Contract base rate and copies - Fire Dept	10-423-510	Yes	FIRE	55.00
INTERMOUNTAIN AUTO GLASS	4843355	09/16/2016	Windshied for 2006 F-350	10-431-600	Yes	STR	350.00
INTERNATIONAL CODE COUNC	1000721153	08/30/2016	2015 ICC Concrete Manual	10-418-310	Yes	COM	86.00
JEROME PETERBILT	1594711	08/17/2016	Marker lights and grommets for dump trailer	10-431-610	Yes	STR	23.01
JOE'S BACKHOE SERVICE	21834	09/22/2016	Finished sod removal and added rock behind City Hall 50% of invoice	10-431-614	Yes	STR	682.50
JOE'S BACKHOE SERVICE	21834	09/22/2016	Mag chloride tanks installation 50% of invoice	29-490-789	Yes	EXP	682.50
JOHN E. REID & ASSOCIATES I	170178	09/16/2016	4 Day training (Blackfoot) for M. Ray (Interview & Interrogation Techniques).	10-421-470	Yes	POLI	550.00
LAWSON PRODUCTS	9304367756	09/13/2016	Fastener and shop supplies and cabinets/government contract	10-431-320	Yes	STR	1,323.19
LAWSON PRODUCTS	9304390340	09/22/2016	Safety glasses for shop use.	10-431-345	Yes	STR	38.90
LES SCHWAB	1170033745	08/31/2016	Mounting new tires on Osh Kosh #81	10-431-595	Yes	STR	316.00
LES SCHWAB	1170033769	08/30/2016	Mounted 4 new tires on Oshkosh 81	10-431-595	Yes	STR	316.00
LISTER, DAVID	1183	08/26/2016	Extension cables for SVFD radios	10-423-615	Yes	FIRE	169.58
MOORE MEDICAL GROUP	83073882	08/08/2016	EMS gloves, syringes, glucose and epinepherine	10-423-325	Yes	FIRE	384.65
MOSS GARDEN CENTER	141114	08/31/2016	City Hall plants and soil pep.	10-431-610	Yes	STR	68.72
NAPA AUTO PARTS	146	08/30/2016	Past due. All charges for Fire department vehicles and shop equipment	10-423-595	Yes	FIRE	1,550.03
NATIONAL BUSINESS FURNITU	MK468883	09/26/2016	Purchased desk and file drawers for Slater Storey in shop.	10-431-740	Yes	STR	1,083.00
NORCO	090116	09/01/2016	Cylinder rent for the month of 06/ to 08/ to 09/2016	10-423-325	Yes	FIRE	61.38
OFFICEBRIGHT, INC	4206	09/21/2016	Office cleaning September, 2016	10-415-500	Yes	ADM	1,170.00
OHIO GULCH TRANSFER STATI	027273	05/25/2016	Clean Wood Waste for the dump	10-431-780	Yes	STR	1.70
OHIO GULCH TRANSFER STATI	035764	09/08/2016	Transfer dump fee	10-431-780	Yes	STR	40.30
Ole Dan Tucker Fence Co.	092116	09/21/2016	Repair fence at Festival Meadow	10-431-790	Yes	STR	2,521.00
O'REILLY AUTO PARTS	4635-250470	08/30/2016	Pair of 12 ton jack stands for working on Osh Kosh plow trucks.	10-431-340	Yes	STR	199.99
O'REILLY AUTO PARTS	4635-250662	08/31/2016	Large sockets for repairing Osh Kosh trucks.	10-431-340	Yes	STR	21.98
O'REILLY AUTO PARTS	4635-253971	09/18/2016	Wire crimping tool and wire splicing kit.	10-431-340	Yes	STR	46.98
Oshkosh Capital	092716	09/27/2016	Lease 177977000 - Interest Payment Truck 61	29-490-756	Yes	EXP	27,639.91
Oshkosh Capital	092716	09/27/2016	Lease 177977000 - Principal Payment Truck 61	29-490-756	Yes	EXP	84,785.66
OVERHEAD DOOR CO	343186	08/11/2016	Maintenance on garage door. Adjustment to medal frame.	10-421-610	Yes	POLI	55.00
PIPECO,INC.	2495458.001	08/17/2016	Sprinkler repair Festival Meadows	10-431-790	Yes	STR	204.00
PIPECO,INC.	2495460.001	08/17/2016	Sprinkler head maintenance tool.	10-431-614	Yes	STR	53.57
PIPECO,INC.	2516554	09/08/2016	Sprinkler repair parts 5 achre parcel	10-431-790	Yes	STR	29.18
PIPECO,INC.	2520820	09/13/2016	Sprinkler repair parts City Hall/ Street shop.	10-431-610	Yes	STR	61.74
PIPECO,INC.	2522390	09/15/2016	Sprinkler repair parts City Hall/ Street shop.	10-431-610	Yes	STR	54.08
RIVER RUN AUTO	6538-104565	09/12/2016	Winch battery for 2016 F-350	29-490-788	Yes	EXP	157.95
RIVER RUN AUTO	6538-104567	09/12/2016	Oil filter 2004 F-350	10-431-600	Yes	STR	11.00
RIVER RUN AUTO	6538-104794	09/19/2016	Seat covers for 3 ford F-350 trucks.	29-490-788	Yes	EXP	570.74
RIVER RUN AUTO	6538-104807	09/19/2016	Oil, water, and fuel filters 2016 F-350 U-joint 2006 F350	10-431-600	Yes	STR	268.95

Vendor Name	Invoice #	Invoice Date	Description	Account #	Budgeted	Dept.	Amount
RIVER RUN AUTO	6538-104965	09/22/2016	Wheel hub seal 2006 F-350	10-431-600	Yes	STR	53.71
RIVER RUN AUTO	6538-104986	09/22/2016	water, oil, fuel, air filter 2016 F-350	10-431-600	Yes	STR	217.60
RIVER RUN AUTO	6538-105088	09/24/2016	Filters for fuel transfer tanks and Peterbilt	10-431-595	Yes	STR	95.67
R-n-M LOGISTICS, LLC	9013	08/29/2016	Oil transport for fraction seal	52-431-780	Yes	SPF	1,680.00
ROBERTS ELECTRIC, INC	12080	09/10/2016	Charge for emergency call for circuit breaker tripping on air conditioner	10-423-585	Yes	FIRE	112.50
ROBERTSON, SUSAN	090816	09/18/2016	Mileage to Twin Falls/ Adam King fee arbitration	10-415-470	Yes	ADM	82.62
SAKS, KEITH	092616	09/27/2016	Mileage to TF for P&Z Seminar (ref. Mason) on Sept 20, 2016	10-415-470	Yes	ADM	89.00
SAKS, KEITH	092716	09/27/2016	Mileage to TF for King Arbitration on Sept 8, 2016	10-411-470	Yes	LEGI	89.00
STRAIGHT STRIPE PAINTING, I	10752	09/12/2016	White Clouds road sealing project.	52-431-780	Yes	SPF	6,000.00
SUN VALLEY CAR WASH	091216	09/12/2016	Car wash vouchers for Police vehicles (Qty 23)	10-421-600	Yes	POLI	200.00
SUN VALLEY CLEANERS, INC	082516	08/20/2016	Dry cleaning for Police uniforms	10-421-630	Yes	POLI	304.25
SUN VALLEY CLEANERS, INC	083016	08/30/2016	Clean and press 1 shirt Charlie Butterfield	10-423-630	Yes	FIRE	10.00
SUN VALLEY WATER & SEWER	21041011	09/01/2016	SV City Hall	10-415-521	Yes	ADM	596.44
SUN VALLEY WATER & SEWER	211114.01	09/01/2016	Arts Center Parcel	10-415-521	Yes	ADM	2,267.44
SUN VALLEY WATER & SEWER	2111501	09/01/2016	Bike Path - North	10-415-521	Yes	ADM	1,948.44
SUN VALLEY WATER & SEWER	2111601	09/01/2016	SV Road - Horseman Ctr	10-415-521	Yes	ADM	2,032.04
SUN VALLEY WATER & SEWER	49022011	09/01/2016	Elkhorn Fire Station	10-423-320	Yes	FIRE	598.52
SUNRISE ENVIRO SCIENTIFIC	66144	08/19/2016	Vehicle cleaner	10-431-320	Yes	STR	254.77
SUNSEAL ASPHALT MAINTENA	8622	08/30/2016	Road, path, and Hemingway parking striping for seal projects.	10-431-780	Yes	STR	4,615.20
TREASURE VALLEY COFFEE	2160:037514	08/30/2016	Condiments for City Hall	10-415-310	Yes	ADM	62.63
TREASURE VALLEY COFFEE	2160:046629	09/14/2016	Coffee for Admin	10-415-310	Yes	ADM	45.68
TREASURE VALLEY COFFEE	2160:046629	09/14/2016	Coffee for Community Development Department	10-418-310	Yes	COM	45.68
TREASURE VALLEY COFFEE	2160:046629	09/14/2016	Coffee for Fire Department	10-431-310	Yes	STR	45.68
TREASURE VALLEY COFFEE	2160:046629	09/14/2016	Coffee for Police Department	10-418-310	Yes	COM	45.68
TREASURE VALLEY COFFEE	2160:046629	09/14/2016	Coffee for Streets Department	10-431-310	Yes	STR	45.68
UTILITY TRAILER SALES OF BO	A195430	08/29/2016	Osh Kosh plow parts and deicer tank replacement.	10-431-595	Yes	STR	905.60
VALLEY CO-OPS OMC/	090516	09/05/2016	Leather work boots Bill W.	10-431-631	Yes	STR	159.99
VALLEY PAVING INC	13001169MB	08/31/2016	10 bags of cold patch	10-431-780	Yes	STR	145.00
VALLEY PAVING INC	136089-1	09/10/2016	Patching Wild Flower path	10-431-780	Yes	STR	1,000.00
VALLEY TEMP SERVICES, INC	9537	09/14/2016	K.Rockwood: Week of 9/6/16	10-415-420	Yes	ADM	372.75
WALKER SAND AND GRAVEL	437360	08/21/2016	Storage rental 6 months	10-431-780	Yes	STR	1,200.00
WALKER SAND AND GRAVEL	439139	09/09/2016	6 month rent on 2nd storage container	10-431-780	Yes	STR	450.00
WEBB LANDSCAPING	106775	08/31/2016	Fall plantings for City Hall landscaping.	10-431-620	Yes	STR	97.44
WEIDNER FIRE	112726	09/01/2016	Firedex pro gloves Reid Black and Charlie Butterfield	10-423-576	Yes	FIRE	172.00
WEIDNER FIRE	112770	09/08/2016	4 50 foot rolls of 1 1/2 inch hose for engines 65 66 64	10-423-600	Yes	FIRE	320.00
WHITE PETERSON	120251	08/31/2016	Legal Services - General Matters - Non-privileged	10-415-425	Yes	ADM	2,703.02
WHITE PETERSON	120251A	08/31/2016	Legal Services - General Matters - Non-privileged	10-415-425	Yes	ADM	181.44
WHITE PETERSON	120252	08/31/2016	Legal Services - City Council - Privileged	10-415-425	Yes	ADM	2,406.29
WHITE PETERSON	120253	08/31/2016	Legal Services - P&Z- Privileged	10-415-425	Yes	ADM	2,905.00
WHITE PETERSON	120254	08/31/2016	Legal Services - General Matters - Privileged	10-415-425	Yes	ADM	226.87
WINDY CITY ARTS, INC.	2016-687	08/10/2016	Recycling sinage	10-431-614	Yes	STR	114.30
WINDY CITY ARTS, INC.	2016-771	08/30/2016	Banners for the Mayors surrency/Wagon Day's parade.	10-431-320	Yes	STR	248.76
WOOD RIVER LOCK SHOP	09806	07/22/2016	1 pad lock for evidence room file cabinet.	10-421-320	Yes	POLI	10.99
ZERO WASTE USA, INC	120910	09/21/2016	Dog waste bags for path system dispensers	10-431-780	Yes	STR	195.75

Grand Totals:

250,447.85

Vendor Name	Invoice #	Invoice Date	Description	Account #	Budgeted	Dept.	Amount
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Finance Committee Chair, Keith Saks: _____ Date : _____

**CITY OF SUN VALLEY
CITY COUNCIL
AGENDA REPORT**

From: Abby Rivin, Associate Planner
Meeting Date: 6 October 2016

FINAL PLAT APPLICATION (SUBFP2015-10)

APPLICANT: Benchmark Associates, P.A. for Elkhorn Springs, LLC

LOCATION: Elkhorn Springs: Golf Lodges Townhomes Sublot 17

ZONING DISTRICTS: Commercial Center (CC) Zoning District

REQUEST: Final plat for *Elkhorn Springs: Golf Lodges Townhomes Sublot 17*.

ANALYSIS: Sublot 17 is located within Block 6 of the Elkhorn Springs Large Block Plat, which was created for future multi-family residential development as part of the Elkhorn Springs Master Plan. A preliminary plat (No. SUB 2006-10) was approved by the City for ten new townhome sublots on Block 6 of the Elkhorn Springs Large Block Plat. Six new townhome dwellings were constructed on Block 6 pursuant to the approved preliminary plat with Design Review Application No. 2006-08-067. A final plat was subsequently recorded for the six completed townhomes with the Blaine County Recorder. The townhome units planned for Sublots 17-20 were not constructed with the original six on Block 6 and the preliminary plat (No. Sub 2006-10) expired. On July 24, 2014, the Planning & Zoning Commission approved Design Review Application No. DR2014-21 for the construction of townhome units on Sublots 17 and 18. Condition of Approval No. 12 required that the applicant submit a complete application for a preliminary plat to the City prior to issuance of any building permits for the project.

The applicant submitted a preliminary plat (No. SUBPP 2014-05) application creating four new townhome sublots 17-20 on the existing developed Block 6 of the Elkhorn Springs Large Block Plat. The Planning & Zoning Commission recommended approval of the preliminary plat application to the City Council on September 11, 2014, which the City Council approved on October 2, 2014. The final plat for Sublot 18 (SUBFP 2015-11) was approved by City Council on December 3, 2015. The new townhome unit on Sublot 17 is now complete, receiving a Certificate of Occupancy from the Building Official. The significant infrastructure for the entire project has been completed and the driveway access to this unit is in place.

As per Municipal Code Section 9-4A-7B, Director's Review, the *Elkhorn Springs: Golf Lodges Townhomes Sublot 17* was reviewed by the Community Development Director for compliance with the approved preliminary plat design and all applicable conditions of approval. As permitted by the Development Code, the Director determined that the final plat did not differ significantly from the approved preliminary plat and did not require that the final plat be submitted to the Planning & Zoning Commission for its evaluation and decision in the same manner as required in the preliminary plat process. Additionally, the final plat application materials have been found to comply with all applicable standards and requirements of the City Code.

The Elkhorn Springs: Golf Lodges Townhomes Sublots 17-20 Preliminary Plat approval contains six specific conditions of approval, listed as follows:

1. *A Final Plat for the Elkhorn Springs Golf Lodges Townhomes, Sub-lots 17-20, shall be approved by the City and recorded by the applicant at the Office of the County Recorder and a copy of the recorded Final Plat document shall be submitted to the Community Development Department.*
2. *The drawing submitted for final plat application to the City shall be reviewed by the City's engineer and all public and private street, grading, and drainage improvements shall conform to applicable standards. The drainage improvements shall be designed and constructed to be consistent with and compatible with the existing drainage improvements along the existing portions of Senabi Lane.*
3. *In conjunction with recordation of an approved Final Plat, the applicant shall record as customary the Homeowner's Condominium Declaration for Elkhorn Springs. A copy of the recorded Declaration document shall be provided to the Community Development Department of the City of Sun Valley.*
4. *Any conditions or approvals required by private associations are the sole responsibility of the property owners.*
5. *Prior to the issuance of a Certificate of Occupancy for the Sublot 17-20 paired homes, all the related infrastructure improvements for the Master Plan shall be completed, including but not limited to stormdrains, utilities, streets, curb and gutter, and landscaping.*
6. *This Preliminary Plat approval is specific to and contingent upon Design Review application No. DR 2014-21.*

Proposed Condition of Approval No. 1 in the attached City Council Findings will reliably satisfy Condition No. 1 of the preliminary plat.

Pursuant to Condition No. 2, the final plat application was submitted to the City's engineer, CH2MHill. All public and private street, grading, and drainage improvements conform to applicable standards. All drainage improvements on Senabi Lane were installed prior to construction of a building on Sublot 17.

To satisfy Condition No. 3, the applicant has submitted the draft Declaration of Covenants, Conditions and Restrictions for Sublot 17, Golf Lodges Townhomes. Proposed Condition of Approval No. 2 in the attached City Council Findings will reliably satisfy this preliminary plat requirement.

In regard to Condition No. 5 all of the related infrastructure improvements have been completed including the utilities, streets, and curb and gutter improvements.

Therefore, it can be found by the City Council that the submitted final plat conforms with the approved preliminary plat design and applicable conditions of approval required prior to City action on a final plat have been completely satisfied by the applicant. Draft City Council Findings of Fact, Conclusions of Law, Decision, and Conditions of Approval for the *Elkhorn Springs: Golf Lodges Townhomes Sublot 17* are attached.

RECOMMENDATION: Staff recommends approval of Final Plat Application No. FP2015-10 for *Elkhorn Springs: Golf Lodges Townhomes Sublot 17*. Final Plats are not reviewed by the Planning and Zoning Commission, and are reviewed solely by the City Council.

RECOMMENDED MOTION: "I move to approve Final Plat Application No. SUBFP2015-10 for *Elkhorn Springs: Golf Lodges Townhomes Sublot 17*, pursuant to the Findings of Fact and Conditions of Approval."

ALTERNATIVE ACTIONS: Move denial of the application and draft findings supporting denial.

ATTACHMENTS:

1. Findings of Fact.
2. Application Materials.
3. Certificate of Occupancy.
4. CH2MHill Final Plat Review.

SUN VALLEY CITY COUNCIL

FINAL PLAT)	FINDINGS OF FACT/CONCLUSIONS
ELKHORN SPRINGS:)	OF LAW, DECISION AND
GOLF LODGES TOWNHOMES)	CONDITIONS OF APPROVAL
SUBLOT 17)	
APPLICATION NO. SUBFP 2015-10)	

This subject final plat application for *Elkhorn Springs: Golf Lodges Townhomes Sublot 17* was presented to the Sun Valley City Council for consideration on October 6, 2016 as a duly noticed public hearing. The City Council conducted a properly noticed public hearing, reviewed the Agenda Report and heard the comments of City staff, the applicant's representatives, and the public. Based on the evidence presented, the City Council hereby approves the final plat with the following Findings of Fact and Conclusions of Law and subject to specific conditions of approval.

FINDINGS OF FACT/CONCLUSIONS OF LAW

1. The applicant is Elkhorn Springs, LLC. The subject 1.26 acre property consists of Block 6 of the Elkhorn Springs Large Block Plat, in the City of Sun Valley, Blaine County, Idaho. The site is in the City's Commercial Center (CC) District, which allows for multi-family residential land uses.
2. The application consists of a final plat map showing the surveyed location and legal description of the property boundary, uses, and the location of the new residential townhome subplot within Block 6 of the Elkhorn Springs Large Block Plat. Block 6 already contains seven (7) recorded townhome sublots and dwellings.
3. The chronology of actions related to this property is as follows:
 - a. A conditional use permit (Application No. CUP2004-01) and design review (Application No. 2004-04-006) for the Elkhorn Springs Golf Clubhouse was approved on March 23, 2004. At that time, Condition of Approval No. 2 required a Master Plan prior to further development of the area known as Elkhorn Springs;
 - b. An application for a Master Plan was submitted and approved on August 10, 2004. Condition of Approval No. 3 of the Master Plan was that a subdivision application be filed;
 - c. A design review (Application No. 2004-07-077) for the first phase of the Master Plan was submitted and approved on August 24, 2004;
 - d. A preliminary plat application for large block subdivision was filed in December 2004. On September 13, 2005, the Planning and Zoning Commission recommended approval of the large block plat;
 - e. The City Council approved the large block preliminary plat on October 20, 2005, and a final plat was subsequently recorded in the Office of the County Recorder, Blaine County;
 - f. A preliminary plat (Application No. SUB 2006-10) was approved by the City for ten (10) new

- townhome sublots on Block 6 of the Elkhorn Springs Large Block Plat;
- g. Six new townhome dwellings were constructed on Block 6 pursuant to the approved preliminary plat and with Design Review Application No. 2006-08-067. A final plat was subsequently recorded for the six completed townhomes in the Office of the County Recorder, Blaine County; and,
 - h. The townhome units planned for Sublots 17-20 were not constructed with the original six on Block 6 and the preliminary plat (No. SUB 2006-10) expired. The applicant submitted an application for design review (No. DR 2014-21) for townhome units on Sublots 17 and 18, which was approved by City Council on October 2, 2014.
 - i. Condition of Approval No. 12 of the design review required that the applicant submit an application for a preliminary plat prior to any issuance of any building permits for the project. The City Council approved the preliminary plat (Application No. SUBPP 2014-05) on October 2, 2014.
4. As per Municipal Code Section 9-4A-7B, Director's Review, the *Elkhorn Springs: Golf Lodges Townhomes Sublot 17* final plat was reviewed by the Community Development Director for compliance with the approved preliminary plat design and all applicable conditions of approval. As permitted by the Development Code, the Director determined that the final plat did not significantly differ from the approved preliminary plat and, based on the review and comments from the City's Contract Engineer (CH2MHill), did not require that the final plat be submitted to the Planning and Zoning Commission for its evaluation and decision in the same manner as required in the preliminary plat process.
 5. The adjustment will not cause undue traffic congestion, or dangerous traffic conditions. The subject request will reduce traffic demand and will not alter the previously approved road system.
 6. The required criteria for City Council review of a proposed final plat are contained in City Code Section 9-4A-7C and are fully discussed below. Additionally, City Code Section 9-4B-3, Townhomes, sets forth provisions to provide for public health, safety, and welfare of purchasers and residents of townhome developments. Section 9-4B-3D-2 requires that a final plat shall not be approved by the City Council until all townhouse units have received an approved final inspection and certificate of occupancy from the City Building Inspector or the Council has approved a financial guarantee of performance for completion of improvements pursuant to Section 9-4A-8, Surety Agreements. The townhome unit associated with this final plat is complete and has received a certificate of occupancy. All significant infrastructure for the townhome development is complete. The applicant has not yet submitted a design review application for the remaining Sublots 19 and 20.
 7. Snow storage, utility, and drainage easements exist on the property along Senabi Lane. The private street Senabi Lane will be plowed clear of snow by Indian Springs Homeowners Association. No avalanche or run-out areas exist on the project site.
 8. The project can be fully served by the constructed water and sewer utilities. All other applicable services and utilities were extended to the site as part of the overall Elkhorn Springs: Golf Lodges

Townhomes infrastructure implementation and are adequate to fully serve the townhome as well as the remaining townhome unit under construction.

Based upon the foregoing Findings of Fact, the City Council makes the following Conclusions of Law:

1. Subject to appropriate conditions below, the subdivision conforms with all applicable requirements of Title 9, Development Code, and all other applicable ordinances and provisions of the City of Sun Valley City Code because the design of the townhome subplot with associated improvements complies with all applicable density, design, lot size, width, depth, shape, orientation, and use requirements. The final plat complies with all applicable regulations in effect for the proposed subplot within the applicable zoning district. The site is suitable for the proposed multi-family residential land use and is allowed within the CC Zoning District. The proposed overall subdivision of the property to form ten total townhome sublots and common area is in accordance with the uses and densities permitted within the CC Zoning District.
2. The Elkhorn Springs: Golf Lodges Townhomes Sublot 17 final plat is in accordance with the City of Sun Valley 2015 Comprehensive Plan Update which designates the area as Resort Commercial. The subject property is currently designated as Commercial Core (up to 21 du/acre max.). The CC Zoning District implements the Resort Commercial designation of the Comprehensive Plan.
3. Essential public facilities and services, including but not limited to emergency services, transit, public street maintenance, housing, and schools, are available to support the proposed uses and density or intensity without creating additional requirements at public costs for such public facilities and services.
4. The proposed subdivision will be accessed from the existing Senabi Lane private roadway improvements. As required by the Fire Department and proposed by the applicant, the constructed driveway and access roadway improvements meet all minimum standards for such improvements as specified by Title 7 of the City Code. The existing Senabi Lane improvements provide direct access to the subdivision without the need for further construction of public streets or any additional right-of-way. Existing water and sewer infrastructure lies in close proximity and has been extended onto the site to adequately serve the new development. Snow plowing and clearing on the private driveway system will be provided by the property owners. No offsite improvements are needed to connect the subdivision with existing public services and utilities. Fire and police service are provided by the City. The development will have no significant impact on the financial capability of the City to provide municipal services.
5. It is determined that the proposed subdivision design complies with the specific design and improvement standards specified in Chapters 3 (Design and Development Regulations) and 4 (Subdivision Regulations) of Title 9 (Development Code) and with Title 7 (Engineering Standards and Design Practices) of the City Code. No significant historical, natural, ecological, architectural, or scenic special sites lie on or adjacent to the project site. No significant streams, lakes, or other natural bodies of water lie on site or directly adjacent. A site specific slope analysis was submitted as part of the project application and areas of any significant slope have been identified and quantified for the area

on and adjacent to the proposed subplot. No view or hillside scaring will occur to the larger prominent surrounding hillsides and no significant natural features or hilltops will be disturbed. No natural tree masses or unique rock or geological formations exist on the site and the area is not within an identified view corridor or skyline.

6. The Community Development Department and the City's contract engineer, CH2MHill, have completed a comprehensive review of the final plat application and have determined that all required application materials have been satisfactorily submitted as per Development Code requirements. The proposed townhome subdivision is consistent with the land uses envisioned for the property and the 2015 Comprehensive Plan Update. All aspects of the subdivision are consistent with the approved Elkhorn Springs Master Plan. The individual townhome subplot and surrounding site improvements are congruent with the size, nature, and character of existing and future development in the area. No significant negative impacts to the area, City, or natural environment have been identified due to the ten lot townhome subdivision, including but not limited to, water quality, air quality, noise, vegetation, riparian corridors, hillsides, and other natural features. The subdivision is not materially detrimental to the public health, safety, and welfare, and any significant impacts have been mitigated satisfactorily as a result of the project design as determined by the City Council. No significant negative impacts to the area or City due to the townhome subplot have been identified by staff nor have any comments or questions been received by the City during the noticed review and comment period for the City Council public hearing on the final plat application.

DECISION

Therefore, based upon the foregoing Findings of Fact/Conclusions of Law, the Sun Valley City Council hereby approves the final plat for the *Elkhorn Springs: Golf Lodges Townhomes Sublot 17*, according to the final plat drawings, supporting plans, and documents submitted as part of the development application, subject to the following specific conditions of approval.

CONDITIONS OF APPROVAL

1. The final plat for the *Elkhorn Springs: Golf Lodges Townhomes Sublot 17* shall be recorded by the applicant at the Office of the County Recorder and a copy of the recorded final plat document shall be submitted to the Community Development Department.
2. Prior to or concurrent with recordation of the Final Plat, the applicant shall record a final copy of the Declaration of Covenants, Conditions and Restrictions of Golf Lodges Townhomes, which shall adequately provide for the control and maintenance of all commonly held facilities, garages, landscaping, parking, and/or open site areas for the newly completed townhome. A copy of the recorded Declaration shall be submitted to the Community Development Director.

Dated this 6th day of October, 2016

Peter Hendricks, Mayor
City of Sun Valley

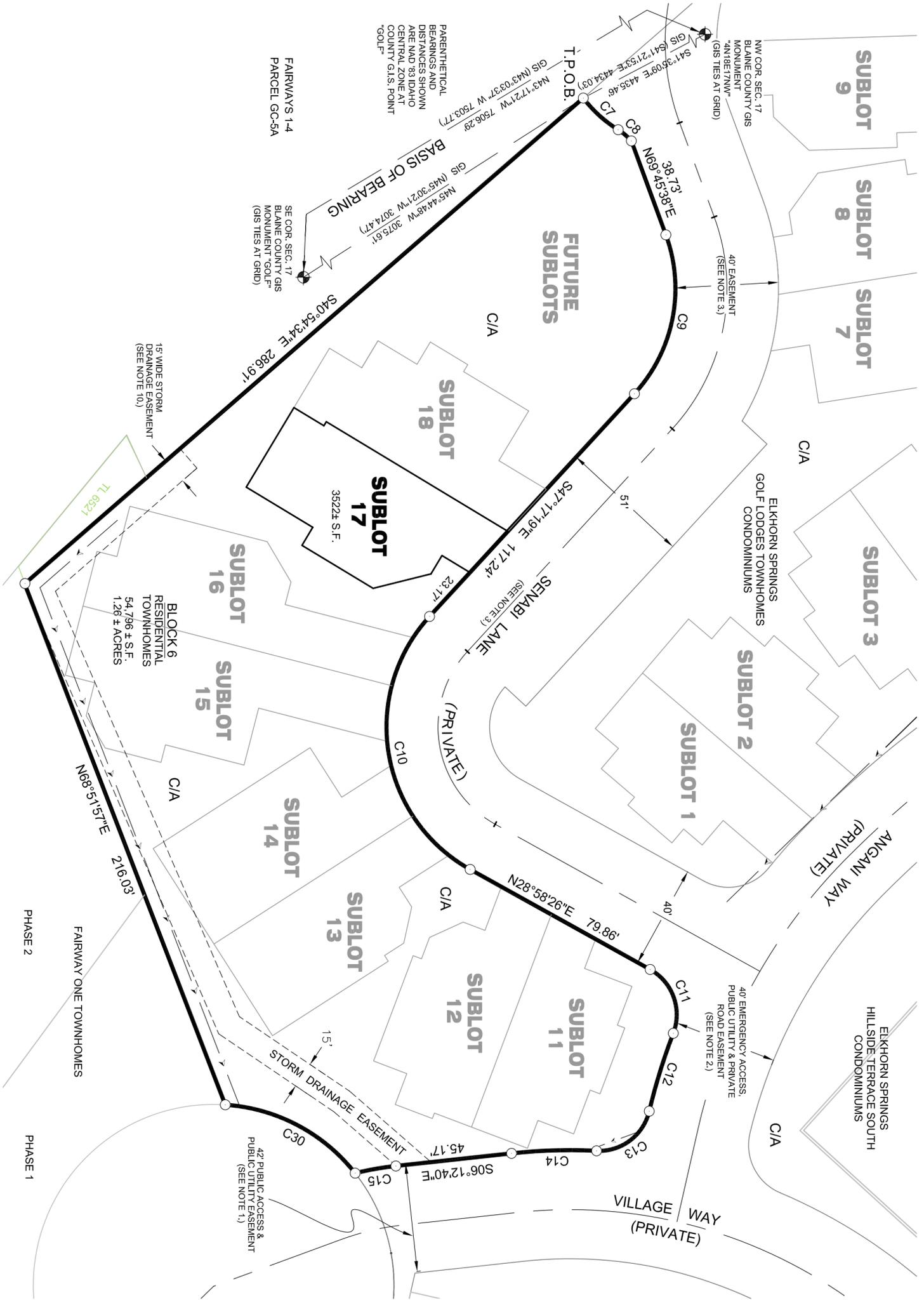
Date Findings of Fact signed

ATTEST:

Nancy Flannigan, Assistant City Clerk/Treasurer
City of Sun Valley

ELKHORN SPRINGS : GOLF LODGES TOWNHOMES SUBLOT 17

LOCATED WITHIN T4N, R18E, SEC.17, B.M., SUN VALLEY, BLAINE COUNTY, IDAHO
WHEREIN BLOCK 6, ELKHORN SPRINGS LARGE BLOCK PLAT, IS SUBDIVIDED CREATING
SUBLOT 17 OF GOLF LODGES TOWNHOMES.
OCTOBER 2015



LEGEND

- BLOCK BOUNDARY
- SUBLOT BOUNDARY
- CENTERLINE EXIST. 5' WIDE DRAINAGE EASEMENT
- PER ORIGINAL ELKHORN SPRINGS LARGE BLOCK PLAT EASEMENT LINE
- ROAD CENTERLINE
- COMMON AREA
- FOUND 5/8" REBAR

Notes:

1. A 42'-FOOT WIDE PUBLIC ACCESS AND PUBLIC UTILITY EASEMENT EXISTS WITHIN VILLAGE WAY AS SHOWN HEREON.
2. AN EMERGENCY ACCESS & PUBLIC UTILITY EASEMENT EXISTS WITHIN ANGANI WAY AS SHOWN HEREON.
3. AN EASEMENT FOR EMERGENCY ACCESS, PUBLIC UTILITY, PUBLIC SKI LIFT ACCESS, & PUBLIC NON-MOTORIZED ACCESS TO GOLF COURSE EXISTS WITHIN SENABI LANE AS SHOWN HEREON.
4. AN EMERGENCY VEHICLE ACCESS EASEMENT EXISTS WITHIN ALL PRIVATE ROADS AND WITHIN PARKING AREAS LOCATED IN THE COMMON AREAS.
5. A PUBLIC NON-MOTORIZED ACCESS EASEMENT EXISTS OVER AND ACROSS THE COMMON AREA OUTSIDE THE BUILDING STRUCTURE SUBJECT TO RULES AND REGULATIONS OF THE HOMEOWNERS ASSOCIATION.
6. BASIS OF BEARINGS IS PER "ELKHORN SPRINGS LARGE BLOCK PLAT", RECORDED AS INSTRUMENT #536008, RECORDS OF BLAINE COUNTY, IDAHO.
7. A SNOW STORAGE EASEMENT IS LOCATED WITHIN ADJOINING PARCEL GC-5A TO BENEFIT BLOCKS 1-9, RECORDED AS INSTRUMENT #536013, RECORDS OF BLAINE COUNTY, IDAHO.
8. THE "MASTER DECLARATION OF C.C. & R.'S OF ELKHORN SPRINGS" WAS RECORDED AS INSTRUMENT #536009, AND AMENDED AS INSTRUMENT #573986. THE "TOWNHOME DECLARATION OF C.C. & R.S. RECIPROCAL EASEMENTS AND PARTY WALL DECLARATION FOR ELKHORN SPRINGS GOLF LODGES TOWNHOMES" WAS RECORDED AS INSTRUMENT #540176, AND THE DECLARATION FOR THE WITHIN PLAT WAS RECORDED AS INSTRUMENT # _____, RECORDS OF BLAINE COUNTY, IDAHO.
9. THE ROADS WITHIN THIS PLAT ARE NOT PRESENTLY ELIGIBLE FOR PUBLIC DEDICATION BECAUSE CITY PUBLIC ROAD STANDARDS ARE NOT PRESENTLY MET, SUBJECT TO CITY COUNCIL APPROVAL.
10. A FIFTEEN (15) FOOT WIDE STORM DRAINAGE EASEMENT TO BENEFIT BLOCKS 1-9 EXISTS AS SHOWN HEREON.
11. ALL TOWNHOUSE OWNERS SHALL HAVE MUTUAL RECIPROCAL EASEMENTS FOR EXISTING AND FUTURE PUBLIC AND PRIVATE UTILITIES INCLUDING, BUT NOT LIMITED TO, WATER, CABLE TV, SEWER, NATURAL GAS, TELEPHONE, AND ELECTRIC LINES, AND FOR ROOF EAVES AND ARCHITECTURAL APPENDAGES OVER, UNDER AND ACROSS THEIR TOWNHOUSE, SUBLOTS AND COMMON AREA FOR THE REPAIR, MAINTENANCE AND REPLACEMENT THEREOF.

HEALTH CERTIFICATE

Sanitary restrictions as required by Idaho Code Title 50, Chapter 13, have been satisfied. Sanitary restrictions may be reimposed, in accordance with Idaho Code Title 50, Chapter 13, Section 50-1326, by the issuance of a certificate of disapproval.

Date: _____

South Central Public Health District, REHS



ELKHORN SPRINGS:
GOLF LODGES TOWNHOMES
SUBLOT 17

LOCATED WITHIN: T4N, R18E, SEC. 17, B.M.,
SUN VALLEY, BLAINE COUNTY, IDAHO

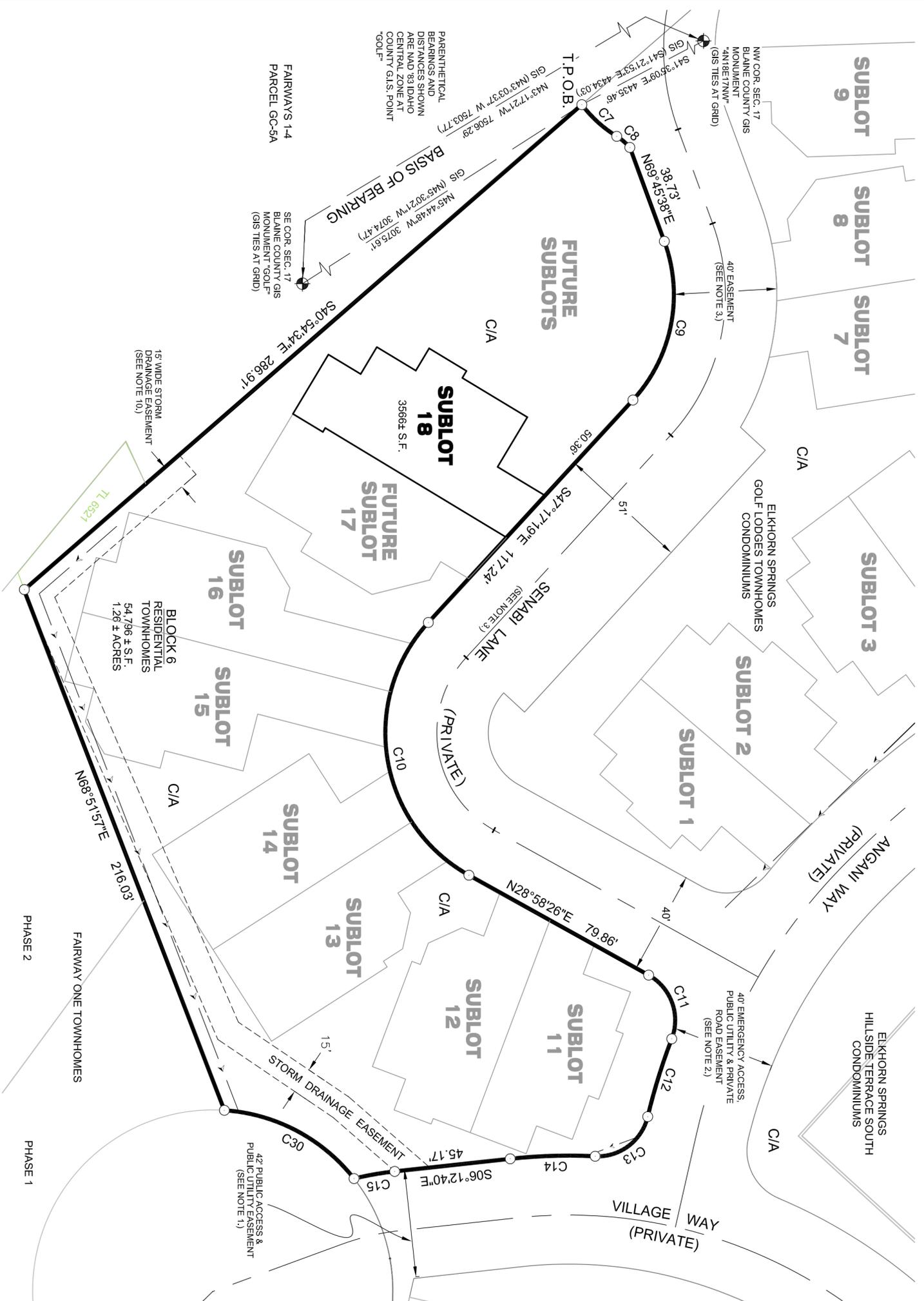
PREPARED FOR: ELKHORN SPRINGS, LLC

PROJECT NO. 14130 PLOT BY: LLJ/CPL FILE: 14130PG1-17.DWG
FINAL PLAT DATE: 10/22/2015 SHEET: 1 OF 3

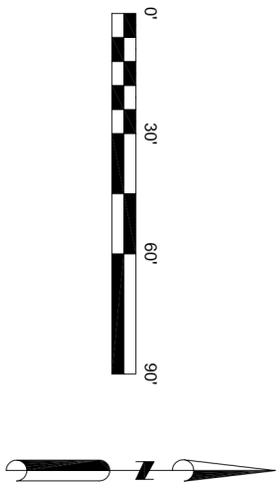
PREPARED BY: BENCHMARK ASSOCIATES P.A.
P.O. BOX 733 - 100 BELL DRIVE
KETCHUM, IDAHO, 83340
PHONE (208)726-9512 FAX (208)726-9514

ELKHORN SPRINGS : GOLF LODGES TOWNHOMES SUBLOT 18

LOCATED WITHIN T4N, R18E, SEC.17, B.M., SUN VALLEY, BLAINE COUNTY, IDAHO
WHEREIN BLOCK 6, ELKHORN SPRINGS LARGE BLOCK PLAT, IS SUBDIVIDED CREATING
SUBLOT 18 OF GOLF LODGES TOWNHOMES.
OCTOBER 2015



PREPARED BY: BENCHMARK ASSOCIATES P.A.
P.O. BOX 733 - 100 BELL DRIVE
KETCHUM, IDAHO, 83340
PHONE (208)726-9512 FAX (208)726-9514



LEGEND

- BLOCK BOUNDARY
- SUBLOT BOUNDARY
- CENTERLINE EXIST. 5' WIDE DRAINAGE EASEMENT PER ORIGINAL ELKHORN SPRINGS LARGE BLOCK PLAT
- EASEMENT LINE
- ROAD CENTERLINE
- COMMON AREA
- FOUND 58" REBAR

Notes:

1. A 42-FOOT WIDE PUBLIC ACCESS AND PUBLIC UTILITY EASEMENT EXISTS WITHIN VILLAGE WAY AS SHOWN HEREON.
2. AN EMERGENCY ACCESS & PUBLIC UTILITY EASEMENT EXISTS WITHIN ANGANI WAY AS SHOWN HEREON.
3. AN EASEMENT FOR EMERGENCY ACCESS, PUBLIC UTILITY, PUBLIC SKILIFT ACCESS, & PUBLIC NON-MOTORIZED ACCESS TO GOLF COURSE EXISTS WITHIN SENABI LANE AS SHOWN HEREON.
4. AN EMERGENCY VEHICLE ACCESS EASEMENT EXISTS WITHIN ALL PRIVATE ROADS AND WITHIN PARKING AREAS LOCATED IN THE COMMON AREAS.
5. A PUBLIC NON-MOTORIZED ACCESS EASEMENT EXISTS OVER AND ACROSS THE COMMON AREA OUTSIDE THE BUILDING STRUCTURE SUBJECT TO RULES AND REGULATIONS OF THE HOMEOWNERS ASSOCIATION.
6. BASIS OF BEARINGS IS PER "ELKHORN SPRINGS LARGE BLOCK PLAT", RECORDED AS INSTRUMENT #536008, RECORDS OF BLAINE COUNTY, IDAHO.
7. A SNOW STORAGE EASEMENT IS LOCATED WITHIN ADJOINING PARCEL GC-5A TO BENEFIT BLOCKS 1-9, RECORDED AS INSTRUMENT #536013, RECORDS OF BLAINE COUNTY, IDAHO.
8. THE "MASTER DECLARATION OF C.C. & R.'S OF ELKHORN SPRINGS" WAS RECORDED AS INSTRUMENT #536009, AND AMENDED AS INSTRUMENT #573986. THE "TOWNHOME DECLARATION OF C.C. & R.S. RECIPROCAL EASEMENTS AND PARTY WALL DECLARATION FOR ELKHORN SPRINGS GOLF LODGES TOWNHOMES" WAS RECORDED AS INSTRUMENT #540176, AND THE DECLARATION FOR THE WITHIN PLAT WAS RECORDED AS INSTRUMENT # _____, RECORDS OF BLAINE COUNTY, IDAHO.
9. THE ROADS WITHIN THIS PLAT ARE NOT PRESENTLY ELIGIBLE FOR PUBLIC DEDICATION BECAUSE CITY PUBLIC ROAD STANDARDS ARE NOT PRESENTLY MET. SUBJECT TO CITY COUNCIL APPROVAL.
10. A FIFTEEN (15) FOOT WIDE STORM DRAINAGE EASEMENT TO BENEFIT BLOCKS 1-9 EXISTS AS SHOWN HEREON.
11. ALL TOWNHOUSE OWNERS SHALL HAVE MUTUAL RECIPROCAL EASEMENTS FOR EXISTING AND FUTURE PUBLIC AND PRIVATE UTILITIES INCLUDING, BUT NOT LIMITED TO, WATER, CABLE TV, SEWER, NATURAL GAS, TELEPHONE, AND ELECTRIC LINES, AND FOR ROOF EAVES AND ARCHITECTURAL APPENDAGES OVER, UNDER AND ACROSS THEIR TOWNHOUSE, SUBLOTS AND COMMON AREA FOR THE REPAIR, MAINTENANCE AND REPLACEMENT THEREOF.

HEALTH CERTIFICATE

Sanitary restrictions as required by Idaho Code Title 50, Chapter 13, have been satisfied. Sanitary restrictions may be reimposed, in accordance with Idaho Code Title 50, Chapter 13, Section 50-1326, by the issuance of a certificate of disapproval.

Date: _____
South Central Public Health District, REHS



**ELKHORN SPRINGS:
GOLF LODGES TOWNHOMES
SUBLOT 18**

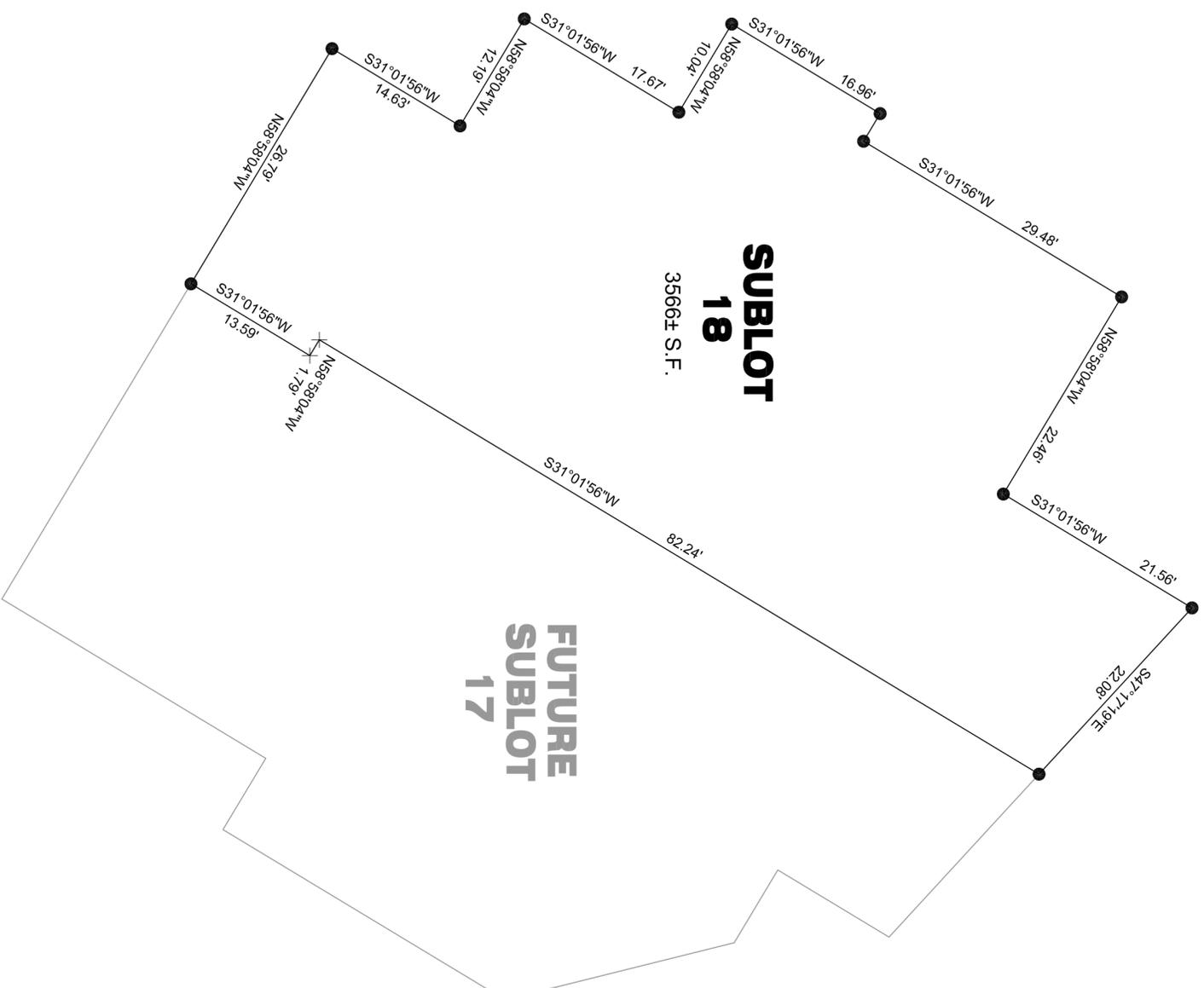
LOCATED WITHIN: T4N, R18E, SEC. 17, B.M.,
SUN VALLEY, BLAINE COUNTY, IDAHO

PREPARED FOR: ELKHORN SPRINGS, LLC

PROJECT NO. 14130 PLOT BY: LLJ/GPL FILE: 14130PG1-17&18.DWG
DATE: 10/22/2015 SHEET: 1 OF 3

ELKHORN SPRINGS : GOLF LODGES TOWNHOMES SUBLOT 18

LOCATED WITHIN T4N, R18E, SEC. 17, B.M., SUN VALLEY, BLAINE COUNTY, IDAHO
WHEREIN BLOCK 6, ELKHORN SPRINGS LARGE BLOCK PLAT, IS SUBDIVIDED CREATING
SUBLOT 18 OF GOLF LODGES TOWNHOMES.
OCTOBER 2015



LEGEND

- SET 5/8" REBAR
- + POINT LANDS IN BUILDING

PREPARED BY: BENCHMARK ASSOCIATES, P.A.
P.O. BOX 733 100 BELL DRIVE
KETCHUM, IDAHO, 83340
PHONE: (208)726-9512 FAX: (208)728-9514



**ELKHORN SPRINGS
GOLF LODGES TOWNHOMES
SUBLOT 18**
LOCATED WITHIN: T4N, R18E, SEC. 17, B.M.,
SUN VALLEY, BLAINE COUNTY, IDAHO
PREPARED FOR: ELKHORN SPRINGS, LLC
PROJECT NO. 14132 PLOT BY: LLJ/CPL FILE: 14130PG1-18.DWG
FINAL PLAT DATE: 10/22/2015 SHEET: 2 OF 3

PLAT CHECK LIST**For: Benchmark Associates**

1	Subdivision Name:	ELKHORN SPRINGS: GOLF LODGES TOWNHOMES SUBLOT 17
2	Reviewer:	Betsy Roberts
3	Date:	November 23, 2015
4	Sheet Title and Preamble:	Located Within T4N, R18E, Sec. 17, B.M., Sun Valley, Blaine County, Idaho Wherein Block 6, Elkhorn Springs Large Block Plat, is Subdivided Creating Sublot 17 of Golf Lodges Townhomes. October 2015
5	Basis of Bearing:	OK
6	North Arrow:	OK
7	Scale and Legend:	Scale OK, Add monument symbols to Legend.
8	Plat Closure:	OK
9	Total Area:	OK. Areas shown for Sublot and Block.
10	Monuments:	OK
11	Land Corners:	OK
12	Initial Point:	OK. True Point of Beginning is identified
13	Street Names & Width:	OK
14	Easements:	42' Public Access and Utility Easement in Village Way, 40' Emergency Access Easement in Angani Way, 40' Easement for Emergence Access, Public Utility, Public Ski Lift and Public Non-Motorized Access to Golf Course on Senabi Lane, 15' Storm Drainage Easement behind Lots 11-16.
15	Lot & Block Numbers:	OK
16	Lot Dimensions:	OK
17	Curve & Line Tables:	OK
18	Certifications:	OK
19	Certificate of Owner:	OK
20	Certificate of Surveyor:	OK
21	Sanitary Restriction:	OK. Health Certificate Included
22	Agency Approvals:	OK
23	Public Dedication:	Covered in Note 9.
24	Common Areas:	OK

**CITY OF SUN VALLEY
PLANNING AND ZONING COMMISSION
AGENDA REPORT**

From: Jae Hill, AICP, CFM, Community Development Director
Meeting Date: 22 September 2016

PLAT AMENDMENT (SUBPA2016-04)

APPLICANT: Benchmark Associates for Sun Valley Company

LOCATION: White Clouds Subdivision

ZONING DISTRICTS: Multi-Family Residential (RM-1) Zoning District

REQUEST: Amend the preliminary plat (SUBPP2014-04) for *Diamond Back Townhomes* and the plat of *White Clouds Corrected* to increase the number of sublots from 31 to 33 and reconfigure/renumber the sublots in the new Tract D Amended; also to remove 6,057 of area from Lot 1, *White Clouds Corrected*, and to add it to the remainder of Parcel B to create Lot 31.

ANALYSIS: The applicant is increasing the size of Tract D in the Diamond Back Townhomes by shifting the northern lot line into Parcel B. The number of sublots (dwelling units) is also increasing from 31 to 33 with this Amendment.

A 20,702 sf portion of Parcel B will be incorporated into Tract D Amended and be zoned RM-1 through application ZMA2016-02; 37,912 sf of Parcel B will remain RA-zoned, and 6,057 sf of Lot 1 *White Clouds Corrected* will be added to Parcel B to create Lot 1A and Lot 31: two conforming lots with a one-acre minimum size. No new lots are created by this application, only two new sublots within Tract D Amended.

Applications for plat amendments are subject to the following standards, or they must be reviewed as a new application.

E. Standards:

- 1. A plat amendment shall not lower the dimensions of the lot below the minimum dimensional standards prescribed by this title;*
- 2. A plat amendment shall not increase the original number of properties, and may decrease the original number of properties; and*
- 3. A plat amendment shall not change or move any public streets or publicly dedicated areas in any manner.*

The subject application DOES increase the number of sublots and would therefore trigger a new preliminary plat review *if not for* the previously approved Master Plan MPD2015-01 which approved a range of units from 26 to 36 for the subdivision and PUD with the intent of maintaining flexibility in the

design and construction process. Also, the subject application amends a preliminary plat as opposed to a recorded final plat for the subdivision.

The addition of two new units does not substantially increase the demand for water, sewer, and other public utilities as well as other public services including fire and police response. The City Engineer has reviewed the applications and recommended approval as well.

RECOMMENDATION: Staff recommends approval of SUBPA2016-04 amending the previously approved plats of *White Clouds Corrected* and *Diamond Back Townhomes*.

RECOMMENDED MOTION: "I move to recommend approval to the City Council of Plat Amendment SUBPA2016-04, amending the previously approved plat of *White Clouds Corrected* and *Diamond Back Townhomes*, pursuant to the Findings of Fact."

ALTERNATIVE ACTIONS: Move denial of the application and draft findings supporting denial.

ATTACHMENTS:

1. Findings of Fact
2. Application Materials

SUN VALLEY CITY COUNCIL

PLAT AMENDMENT)	FINDINGS OF FACT/CONCLUSIONS
PARCEL B, WHITE CLOUDS CORRECTED PUD SUB &)	OF LAW, DECISION
TRACT D, DIAMOND BACK TOWNHOMES)	AND CONDITIONS
APPLICATION NO. SUBPA 2016-04)	

This subject Plat Amendment, a revision to the Preliminary Plat, was presented to the Sun Valley City Council for consideration on October 6, 2016 as a duly noticed public hearing. The application seeks to make two conforming lots – Lots 1A and 31 – from Parcel B, White Clouds Corrected Sub, while increasing the size of Tract D, Diamond Back Townhomes; also to increase the number of sublots and dwelling units from thirty-one to thirty-three, and to reconfigure the layout of said remaining sublots, on Tract D Amended. This Plat Amendment is specific to and contingent upon City approval of associated applications including Zone Map Amendment 2016-02.

The City Council conducted a properly noticed public hearing, reviewed the Agenda Report and heard the comments of City staff, the applicant's representatives and the public. Additionally, the Council reviewed the approval recommendation document and suggested Findings of Fact, Conclusions of Law, and Conditions of Approval recommended by the Planning and Zoning Commission. Based on the evidence presented, the City Council hereby approves the plat amendment with the following Findings of Fact and Conclusions of Law and subject to specific conditions of approval.

FINDINGS OF FACT/CONCLUSIONS OF LAW

1. The applicant is Benchmark Associates, P.A. for Sun Valley Company. The subject property consists of existing Parcel B of the White Clouds Corrected PUD Subdivision Plat and Tract D of the Diamond Back Townhomes Plat. This Plat Amendment application was submitted in conjunction with Zone Map Amendment 2016-02 and Design Review DR 2016-48. The applications were submitted to reorganize the subject area for construction of thirty-three (33) new residential townhome units on Tract D Amended.
2. The adjustment is appropriate for the lot and the surrounding neighborhood; no new lots are created, two new sublots are created within Tract D as permissible in the previously approved MPD2015-01, which allowed a range of units from 26 to 36.
3. The adjustment is consistent with the goals of the city comprehensive plan; the proposed development still meets the intent and standards of the RM-1 Multi-Family Residential zone and the Medium Density Residential land use designation of the Comprehensive Plan, which prescribes a minimum of 4 dwelling units per acre.
4. The adjustment will not affect the character of the neighborhood in a materially adverse manner; the

addition of two new units and the subsequent reconfiguration of the remaining lots will result in comparable density and no additional impact on adjoining owners.

5. The adjustment will not cause undue traffic congestion, or dangerous traffic conditions. The subject request will reduce traffic demand and will not alter the previously approved road system.
6. The plat amendment will not lower the lot dimensions below the minimum standards, will not increase the number of lots beyond those permitted in the master plan, and will not alter publicly dedicated streets or areas in any manner.
7. As required by City Code, the Planning & Zoning Commission performed a properly noticed public hearing on September 22, 2016 to receive public testimony, evaluate the project design for impacts and compliance with City standards and consider the facts and findings necessary to make a recommending decision on the application. The Planning & Zoning Commission formally recommended approval of the plat amendment application to the City Council.
8. The City Council performed a properly noticed public hearing on October 6, 2016 to receive public testimony, evaluate the project design for impacts and compliance with City standards, consider the Commission's recommendation and consider the facts and findings necessary to make a decision on the application. No significant negative impacts to the area or City due to the plat amendment have been identified by staff, the Commission or the City Council. No public comment opposing the amendment was received by the City during the Commission or Council's noticed review and comment periods.

DECISION

Therefore, based upon the foregoing Findings of Fact/Conclusions of Law, the Sun Valley City Council hereby approves the plat amendment to the White Clouds Corrected PUD Subdivision Plat and to Tract D Amended of the Diamond Back Townhomes Plat, according to the plat amendment map, supporting plans, and documents submitted as part of the development application, subject to the following specific conditions of approval.

CONDITIONS OF APPROVAL

1. The plat amendment and all aspects of the project design shall conform to the project drawings stamped received by the City of Sun Valley on August 11, 2016 and reviewed by the City Council on October 6, 2015.
2. This Plat Amendment is specific to and contingent upon City approval of associated applications including Zone Map Amendment 2016-02. The applicant shall satisfy all applicable conditions and requirements of these associated application approvals in addition to the conditions contained herein.

Dated this 6th day of October, 2016

Peter Hendricks, Mayor
City of Sun Valley

Date Findings of Fact signed

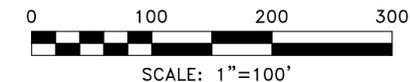
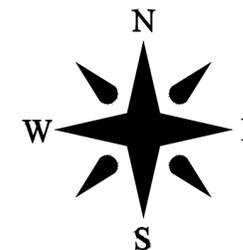
ATTEST:

Nancy Flannigan, Assistant City Clerk/Treasurer
City of Sun Valley

DIAMOND BACK TOWNHOMES: TRACT D AMENDED WHITE CLOUDS SUBDIVISION: LOT 1A & LOT 31

LOCATED WITHIN: SECTIONS 6 & 7, TOWNSHIP 4 NORTH, RANGE 18 EAST, B.M.,
CITY OF SUN VALLEY, BLAINE COUNTY, IDAHO

WHEREIN THE BOUNDARIES COMMON TO DIAMOND BACK TOWNHOMES: TRACT D; WHITE CLOUDS,
CORRECTED: LOT 1 AND PARCEL B AMENDED ARE RELOCATED. CREATING DIAMOND BACK TOWN HOMES
TRACT D AMENDED AND WHITE CLOUDS SUBDIVISION LOTS 1A AND 31
AUGUST 2016



SCALE: 1"=100'

LINE DATA

LINE	BEARING	DISTANCE
L1	N11°00'31"W	21.63'
L2	N44°09'09"W	46.73'
L3	N31°07'38"W	33.56'
L4	N09°08'04"W	38.41'
L5	N29°44'09"W	35.53'
L6	N35°33'34"W	63.34'
L7	N21°27'48"W	44.29'
L8	N26°23'56"W	50.92'
L9	N04°46'02"W	53.74'
L10	N20°30'23"W	38.29'
L11	N31°43'19"W	36.82'
L12	N20°46'37"W	61.45'
L13	S45°30'17"E	39.15'
L14	N87°43'18"E	45.28'
L15	N47°33'11"W	11.04'
L16	S45°53'29"W	28.77'
L17	N44°06'31"W	22.00'
L18	N45°53'29"E	41.35'
L19	N11°00'31"W	14.51'
L20	N31°07'38"W	10.34'
L21	S45°53'29"W	64.76'
L22	N04°39'51"E	29.00'
L23	N45°34'31"W	56.30'
L24	S52°48'33"E	93.17'
L25	S52°48'33"E	25.76'
L26	N40°28'18"W	29.95'

CURVE DATA

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	348.85'	188.29'	186.01'	S37°20'48"E	30°55'31"
C2	344.00'	95.96'	95.65'	S29°52'31"E	15°58'58"
C3	344.00'	45.86'	45.83'	S41°41'09"E	07°38'18"
C4	424.53'	156.73'	155.84'	S56°04'53"E	21°09'10"
C5	25.00'	39.37'	35.43'	S21°32'34"E	90°13'47"
C6	25.00'	13.86'	13.68'	N09°47'15"E	31°45'17"
C7	369.00'	130.26'	129.59'	N35°46'41"E	20°13'36"
C8	286.00'	80.27'	80.01'	S38°34'29"E	16°04'52"
C9	899.75'	96.52'	96.47'	N56°26'26"W	6°08'46"
C10	899.75'	122.85'	122.76'	N49°27'21"W	7°49'23"
C11	945.00'	117.00'	116.92'	N49°15'45"W	7°05'37"
C12	945.00'	195.74'	195.39'	N39°46'54"W	11°52'05"

PREPARED BY: BENCHMARK ASSOCIATES, P.A.

LEGEND

- PROPERTY BOUNDARY
- LANDSCAPE BUFFER PER PREVIOUS PLAT (SEE NOTE 8.)
- CULVERT EASEMENT (SEE NOTE 6.)
- CENTERLINE 10' ACCESS ESMT. (SEE NOTE 9.)
- SNOW STORAGE & UTILITY ESMT. PER PREVIOUS PLAT
- CENTERLINE DRAINAGE ESMT. - WIDTH VARIES (SEE NOTE 5.)
- CENTERLINE 10' DRAINAGE ESMT. (SEE NOTE 10.)
- CENTERLINE 15' WATER LINE ESMT. (SEE NOTE 11.)
- CENTERLINE 15' SEWER LINE ESMT. (SEE NOTE 12.)
- FOUND NAIL AND TAG IN PAVERS/CURB
- FOUND 5/8" REBAR
- SET 5/8" REBAR
- BRASS CAP
- EASEMENT - SEE SHEET 2

HEALTH CERTIFICATE

Sanitary restrictions as required by Idaho Code Title 50, Chapter 13, have been satisfied. Sanitary restrictions may be reimposed, in accordance with Idaho Code Title 50, Chapter 13, Section 50-1326, by the issuance of a certificate of disapproval.

Date: _____ South Central Public Health District, REHS



DIAMOND BACK TOWNHOMES: TRACT D AMENDED
WHITE CLOUDS SUBDIVISION: LOT 1A & LOT 31

LOCATED WITHIN:
SECTIONS 6 & 7, TOWNSHIP 4 NORTH, RANGE 18 EAST, B.M.,
CITY OF SUN VALLEY, BLAINE COUNTY, IDAHO

PREPARED FOR: SUN VALLEY COMPANY

PROJECT NO. 16125	BY: CPL/SWS	FILE: 16125-PH2PRE.dwg
FINAL PLAT	DATE: 08/12/2016	SHEET: 1 OF 3

**DIAMOND BACK TOWNHOMES: TRACT D AMENDED
WHITE CLOUDS SUBDIVISION: LOT 1A & LOT 31**

LOCATED WITHIN: SECTIONS 6 & 7, TOWNSHIP 4 NORTH, RANGE 18 EAST, B.M.,
CITY OF SUN VALLEY, BLAINE COUNTY, IDAHO

WHEREIN THE BOUNDARIES COMMON TO DIAMOND BACK TOWNHOMES: TRACT D; WHITE CLOUDS, CORRECTED:
LOT 1 AND PARCEL B AMENDED ARE RELOCATED. CREATING DIAMOND BACK TOWN HOMES TRACT D AMENDED
AND WHITE CLOUDS SUBDIVISION LOTS 1A AND 31

AUGUST 2016

NOTES:

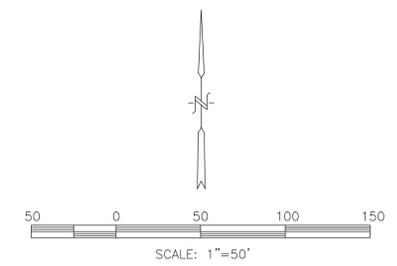
1. BASIS OF BEARINGS IS PER THE PLAT OF "WHITE CLOUDS CORRECTED: PARCELS A, B & J AMENDED", RECORDED AS INST. NO. 620423. REFER TO SAID PLAT & PLAT NOTES AND TO THE ORIGINAL PLAT AND CC&R'S OF "WHITE CLOUDS, CORRECTED" AND TO THE "DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS OF DIAMOND BACK TOWNHOMES: SUBLOTS 13-14, 17-18 AND TRACT D", RECORDED AS INST. NO. _____, AND AS MAY BE AMENDED, FOR CONDITIONS AND/OR RESTRICTIONS GOVERNING THIS PROPERTY.
2. BUILDING SETBACKS SHALL COMPLY WITH APPLICABLE ZONING REGULATIONS.
3. ALL TOWNHOUSE OWNERS SHALL HAVE MUTUAL RECIPROCAL EASEMENTS FOR EXISTING AND FUTURE PUBLIC AND PRIVATE UTILITIES INCLUDING, BUT NOT LIMITED TO, WATER, CABLE TV, SEWER, NATURAL GAS, TELEPHONE, AND ELECTRIC LINES OVER, UNDER AND ACROSS THEIR TOWNHOUSE SUBLOTS AND COMMON AREA FOR THE REPAIR, MAINTENANCE AND REPLACEMENT THEREOF.
4. EACH LIMITED COMMON AREA IDENTIFIED HEREON IS FOR THE EXCLUSIVE USE OF SAID AREA FOR ACCESS AND PARKING FOR THE DESIGNATED SUBLOTS AS SHOWN HEREON. CONSULT THE DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR THE DEFINITION OF COMMON AREA AND LIMITED COMMON AREA.
5. A DRAINAGE EASEMENT, NOT LESS THAN 10 FEET IN WIDTH, EXISTS TO BENEFIT THE DIAMOND BACK TOWNHOMES OWNERS ASSOCIATION AND SUN VALLEY COMPANY, AND ITS SUCCESSORS AND ASSIGNS FOR DRAINAGE AND MAINTENANCE OF THE AS CONSTRUCTED STREAM AND POND AREAS, PER PREVIOUS PLAT.
6. A 15 FOOT WIDE CULVERT EASEMENT EXISTS TO BENEFIT SUN VALLEY COMPANY, AND ITS SUCCESSORS AND ASSIGNS, PER PREVIOUS PLAT.
7. A 10 FOOT WIDE UTILITY, DRAINAGE AND IRRIGATION EASEMENT EXISTS ADJACENT TO ALL STREET BOUNDARIES AND CENTERED ON THE BOUNDARIES COMMON TO DIAMOND BACK TOWNHOMES AND PARCELS B AND J AMENDED, PER PREVIOUS PLAT.
8. A 20 FOOT WIDE LANDSCAPE BUFFER IS RESERVED FOR TRAILS, HARDSCAPE, SIGNAGE, MONUMENT SIGNAGE, PLANTINGS OR SIMILAR USAGE, PER PREVIOUS PLAT.
9. A 10 FOOT WIDE PEDESTRIAN & VEHICULAR ACCESS EASEMENT EXISTS TO BENEFIT SUN VALLEY COMPANY, AND ITS SUCCESSORS & ASSIGNS, FOR GOLF COURSE PURPOSES AND TO THE SUN VALLEY WATER AND SEWER DISTRICT, AND ITS SUCCESSORS AND ASSIGNS, PER PREVIOUS PLAT. SAID EASEMENT SHALL FOLLOW THE GOLF CART PATH ALIGNMENT.
10. TEN (10) FOOT WIDE DRAINAGE EASEMENTS EXIST TO BENEFIT SUN VALLEY COMPANY AND ITS SUCCESSORS AND ASSIGNS TO ACCOMMODATE GOLF COURSE AND OTHER DRAINAGE ALONG THE AS CONSTRUCTED LOCATIONS OF THE OVERFLOW AND OTHER DRAINAGE PIPES, PER PREVIOUS PLAT.
11. A 15 FOOT WIDE WATER LINE EASEMENT EXISTS TO BENEFIT THE SUN VALLEY WATER & SEWER DISTRICT, AND ITS SUCCESSORS AND ASSIGNS, CENTERED ALONG THE EXISTING WATER LINE, PER PREVIOUS PLAT.
12. A 15 FOOT WIDE SEWER EASEMENT EXISTS TO BENEFIT THE SUN VALLEY WATER & SEWER DISTRICT, AND ITS SUCCESSORS AND ASSIGNS, CENTERED ALONG THE EXISTING SEWER LINE, PER PREVIOUS PLAT.
13. PUBLIC UTILITY EASEMENTS ARE HEREBY PROVIDED FOR ALL UTILITY LINES WHICH SERVE DIAMOND BACK TOWNHOMES WITHIN THE SUBLOT 13-14/17-18 BOUNDARY AND TRACT D, INCLUDING (1) ALL EXISTING UTILITY LINES AND (2) ALL FUTURE UTILITY LINES OVER UNDER AND ACROSS ALL SUBLOTS AND COMMON AREAS SHOWN HEREON, AND ALL FUTURE SUBLOTS AND COMMON AREAS TO BE PLATTED WITHIN TRACT D, AS REASONABLY NECESSARY TO SERVE ALL DIAMOND BACK TOWNHOMES.
14. ALL PRIVATE DRIVES SHOWN HEREON WITHIN COMMON AREA SHALL REMAIN OPEN AND UNOBSTRUCTED AND IT SHALL BE THE SOLE RESPONSIBILITY OF THE DIAMOND BACK TOWNHOMES OWNERS ASSOCIATION TO MAINTAIN SAID LANES YEAR-ROUND, INCLUDING BUT NOT LIMITED TO SNOW REMOVAL AND ENFORCEMENT OF NO VEHICULAR PARKING WITHIN SAID LANES AT ANY TIME.
15. TRACT D AMENDED IS RESERVED FOR DEVELOPMENT AND RESUBDIVISION OF FUTURE TOWNHOUSE UNITS AS APPROVED IN THE AMENDED PRELIMINARY PLAT OF DIAMOND BACK TOWNHOMES, DATED 8/12/2015, AND APPROVED 11/05/2015 OR IN ANY AMENDMENTS THAT MAY BE HEREAFTER APPROVED BY THE CITY OF SUN VALLEY.
16. COMMON AREAS, INCLUDING PRIVATE DRIVES SHOWN HEREON, ARE FOR THE BENEFIT OF ALL FUTURE PHASES OF DIAMOND BACK TOWNHOMES AS WELL AS FOR SUBLOTS 1-8 AND SUBLOTS 13-19.
17. COMMON SUBLot BOUNDARIES ARE INTENDED TO BE THE EXISTING PHYSICAL PARTY WALLS AS CONSTRUCTED.
18. A PRIVATE ACCESS AND PUBLIC UTILITY EASEMENT, WHICH SHALL BE AVAILABLE FOR AND BENEFIT ALL SUBLOTS WITHIN DIAMOND BACK TOWNHOMES, EXISTS AS SHOWN HEREON, AND SHALL, ON OR BEFORE THE COMPLETION OF ALL PHASES OF DIAMOND BACK TOWNHOMES, BE CONVEYED TO AND ACCEPTED BY THE DIAMOND BACK TOWNHOMES OWNERS ASSOCIATION AS COMMON AREA.

	DIAMOND BACK TOWNHOMES: TRACT D AMENDED WHITE CLOUDS SUBDIVISION: LOT 1A & LOT 31	
	<small>LOCATED WITHIN: SECTIONS 6 & 7, TOWNSHIP 4 NORTH, RANGE 18 EAST, B.M., CITY OF SUN VALLEY, BLAINE COUNTY, IDAHO</small>	
PREPARED FOR: SUN VALLEY COMPANY		
PROJECT NO. 16125	BY: CPL/SWS	FILE: 16125-PH2PRE-PG2
FINAL PLAT	DATE: 08/12/2016	SHEET: 2 OF 3

DIAMOND BACK TOWNHOMES

LOCATED WITHIN: TOWNSHIP 4 NORTH, RANGE 18 EAST, B.M.,
CITY OF SUN VALLEY, BLAINE COUNTY, IDAHO
A TOWNHOUSE SUBDIVISION OF TRACT D AMENDED, WITHIN THE PLAT OF
"DIAMOND BACK TOWNHOMES", CREATING SUBLOTS 9-12 & 20-33.

AUGUST 2016



LEGEND

- PROPERTY BOUNDARY
- SUBLOT BOUNDARY
- LANDSCAPE BUFFER
- CULVERT EASEMENT
- CENTERLINE ACCESS EASEMENT
- SNOW STORAGE & UTILITY EASEMENT
- CENTERLINE DRAINAGE EASEMENT
- CENTERLINE DRAINAGE EASEMENT TO BE VACATED
- PREVIOUS LAYOUT - APPROVED AUGUST 2015
- PROPERTY LINE ELIMINATED
- L/C LIMITED COMMON AREA (SEE NOTE 5.)
- C/A COMMON AREA
- FOUND 5/8" REBAR
- BRASS CAP

LINE DATA

LINE	BEARING	DISTANCE
L1	N11°00'31"W	36.15'
L2	N44°09'09"W	46.73'
L3	N31°07'38"W	43.91'
L4	N09°08'04"W	38.41'
L5	N29°44'09"W	35.53'
L6	N35°33'34"W	63.34'
L7	N21°27'48"W	44.29'
L8	N26°23'56"W	50.92'
L9	N04°48'02"W	53.74'
L10	N20°50'23"W	38.29'
L11	N31°43'19"W	36.82'
L12	N20°46'37"W	61.45'
L13	S45°30'17"E	39.15'

CURVE DATA

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	348.85'	113.33'	112.83'	S31°11'26"E	18°36'48"
C2	344.00'	95.96'	95.65'	S29°52'31"E	15°58'58"
C3	344.00'	45.86'	45.83'	S41°41'09"E	07°58'18"
C4	424.53'	156.73'	155.84'	S58°04'53"E	21°09'10"
C5	25.00'	39.37'	35.43'	S21°32'34"E	90°13'47"

- ### NOTES:
- BASIS OF BEARINGS IS PER THE ORIGINAL PLAT OF THE WHITE CLOUDS CORRECTED P.U.D. (INST. NO. 571308). BOUNDARY LINES AND CERTAIN EASEMENTS SHOWN HEREON ARE PER SAID PLAT. REFER TO SAID PLAT, PLAT NOTES & CC&R'S AND TO THE DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS OF DIAMOND BACK TOWNHOMES, RECORDED AS INST. NO. 571308 FOR CONDITIONS AND/OR RESTRICTIONS REGARDING THIS PROPERTY.
 - BUILDING SETBACKS SHALL COMPLY WITH APPLICABLE ZONING REGULATIONS.
 - ALL TOWNHOUSE OWNERS SHALL HAVE MUTUAL RECIPROCAL EASEMENTS FOR EXISTING AND FUTURE PUBLIC AND PRIVATE UTILITIES INCLUDING, BUT NOT LIMITED TO, WATER, CABLE TV, SEWER, NATURAL GAS, TELEPHONE, AND ELECTRIC LINES OVER, UNDER AND ACROSS THEIR TOWNHOUSE SUBLOTS AND COMMON AREA FOR THE REPAIR, MAINTENANCE AND REPLACEMENT THEREOF.
 - SUBLOT BOUNDARIES REFLECT BUILDING ROOF LINE PER ARCHITECT'S PLAN.
 - LIMITED COMMON AREA FOR DRIVEWAY ACCESS TO RESPECTIVE SUBLOTS.
 - A 30 FOOT WIDE DRAINAGE EASEMENT CENTERED ON THE REROUTED DRAINAGE DITCH IS GRANTED AS SHOWN HEREON.
 - A 15 FOOT WIDE CULVERT EASEMENT EXISTS WITHIN PARCEL A AMENDED, AS SHOWN HEREON.
 - THERE SHALL BE A 10 FOOT WIDE UTILITY, DRAINAGE AND IRRIGATION EASEMENT CENTERED ON ALL LOT LINES AND ADJACENT TO ALL STREET AND SUBDIVISION BOUNDARIES.
 - ALL REQUIRED EMERGENCY ACCESS LANES SHALL REMAIN OPEN AND UNOBSTRUCTED AND IT SHALL BE THE SOLE RESPONSIBILITY OF THE PROPERTY OWNER TO MAINTAIN SAID LANES YEAR-ROUND, INCLUDING BUT NOT LIMITED TO SNOW REMOVAL AND ENFORCEMENT OF NO VEHICULAR PARKING WITHIN SAID LANES AT ANY TIME.
 - THE 20 FOOT WIDE LANDSCAPE BUFFER WITHIN PARCEL A AMENDED IS RESERVED FOR TRAILS, HARDSCAPE, SIGNAGE, MONUMENT SIGNAGE, PLANTINGS OR SIMILAR USAGE.
 - A 10' WIDE ACCESS EASEMENT EXISTS ALONG THE GOLF CART PATH, TO BENEFIT THE SUN VALLEY WATER & SEWER DISTRICT FOR ACCESS TO WATER TANK AND SAID EASEMENT SHALL FOLLOW ANY REALIGNMENT OF SAID GOLF CART PATH.
 - ELEVATIONS BASED ON WHITE CLOUDS CONSTRUCTION DATUM.

P1 PRELIMINARY PLAT

PREPARED BY: BENCHMARK ASSOCIATES P.A.
P.O. BOX 733 - 100 BELL DRIVE
KETCHUM, IDAHO, 83340
PHONE (208)726-9512 FAX (208)726-9514

**DIAMOND BACK TOWNHOMES
PHASE 2**
LOCATED WITHIN
SECTION 6 & 7, TOWNSHIP 4 NORTH, RANGE 18 EAST, B.M.,
CITY OF SUN VALLEY, BLAINE COUNTY, IDAHO

PREPARED FOR: SUN VALLEY COMPANY

PROJECT NO. 16125	DWG BY: JPG/CPL	FILE: 16125PRE.DWG
PRELIMINARY PLAT	DATE: 08/12/2016	SHEET: 1 OF 1

PLAT CHECK LIST

1	Subdivision Name:	Diamond Back Townhomes, White Cloud Subdivision
2	Reviewer:	Betsy Roberts
3	Date:	August 30, 2016
4	Sheet Title and Preamble:	Diamond Back Townhomes: Tract D Amended White Clouds Subdivision: Lot 1A & Lot 31 Located within: Sections 6 & 7, Township 4 North, Range 18 East, B.M., City of Sun Valley, Blaine County, Idaho Wherein the Boundaries Common to Diamond Back Townhomes: Tract D; White Clouds, Corrected: Lot 1 and Parcel B Amended are Relocated. Creating Diamond Back Townhomes Tract D Amended and White Clouds Subdivision, Lots 1A & 31.
5	Basis of Bearing:	OK. Basis of Bearing is identified on sheet 1 of 3 and in Note 1 of sheet 2 of 3 and refers the plat "White Clouds Corrected: Parcels A, B, & J Amended", recorded as Inst. No. 620423.
6	North Arrow:	OK
7	Scale and Legend:	Scale OK. Legend: Can't see the Landscape buffer line symbol except in a spot that seems to indicate that it is a "Boundary Line Eliminated" Drainage Easement: There are 2 line symbols in the legend but only one on the drawing that I can see. One is specifically called out on the drawing as the 10' wide drainage. Other part is not specifically identified.
8	Plat Closure:	Will review at Final Plat.
9	Total Area:	OK. Identified - will review at Final Plat with closure information.
10	Monuments:	OK
11	Land Corners:	OK
12	Initial Point:	Not Shown. Referred to in White Clouds Corrected Plat.
13	Street Names & Width:	OK
14	Easements:	OK
15	Lot & Block Numbers:	OK
16	Lot Dimensions:	Will review at final with closure
17	Curve & Line Tables:	Will review at final with closure
18	Certifications:	Shown
19	Certificate of Owner:	Shown

20	Certificate of Surveyor:	None
21	Sanitary Restriction:	None
22	Agency Approvals:	None
23	Public Dedication:	None (Standard public easement for utilities; nothing else new)
24	Common Areas:	OK per notes

**FINDINGS OF FACT AND CONCLUSIONS OF LAW
CITY OF SUN VALLEY
PLAT AMENDMENT**

Project Name: Plat Amendment SUBPA 2016-04

Applicant: Benchmark Associates, P.A., for Sun Valley Company

Location: Parcel B, White Clouds Corrected PUD & Tract D, Diamond Back Townhomes

Project Description: This subject Plat Amendment, a revision to the Preliminary Plat, was presented to the Planning & Zoning Commission for consideration on September 22, 2016 as a duly noticed public hearing. The application seeks to make two conforming lots – Lots 1A and 31 – from Parcel B, White Clouds Corrected Sub, while increasing the size of Tract D, Diamond Back Townhomes; also to increase the number of sublots and dwelling units from thirty-one to thirty-three, and to reconfigure the layout of said remaining sublots, on Tract D Amended. This Plat Amendment is specific to and contingent upon City approval of associated applications including Zone Map Amendment 2016-02.

Required Findings: In order to approve a plat amendment application and based on the standards set forth in Sun Valley Municipal Code, Title 9, Chapter 4B-1 (PLAT AMENDMENTS), the City Council shall make the following findings:

1. The adjustment is appropriate for the lot and the surrounding neighborhood. The plat amendment is appropriate to the subdivision as two new sublots are created within Tract D as permissible in the previously approved MPD2015-01, which allowed a range of units from 26 to 36.
2. The adjustment is consistent with the goals of the city comprehensive plan. The proposed development meets the intent and standards of the Multi-Family Residential (RM-1) Zone and the Medium Density Residential land use designation of the Comprehensive Plan, which prescribes a minimum of 4 dwelling units per acre.
3. The adjustment will not affect the character of the neighborhood in a materially adverse manner. The addition of two new units and the subsequent reconfiguration of the remaining lots will result in comparable density and no additional impact on adjoining owners.
4. The adjustment will not cause undue traffic congestion, or dangerous traffic conditions. The subject request will reduce traffic demand and will not alter the previously approved road system.

CONDITIONS OF APPROVAL

1. The plat amendment and all aspects of the project design shall conform to the project drawings stamped received by the City of Sun Valley on August 11, 2016 and reviewed by the City Council on October 6, 2015.
2. This Plat Amendment is specific to and contingent upon City approval of associated applications including Zone Map Amendment 2016-02. The applicant shall satisfy all applicable conditions and requirements of these associated application approvals in addition to the conditions contained herein.

CONCLUSIONS OF LAW

The Sun Valley Planning and Zoning Commission concludes that plat amendment meets the standards for approval under Title 9, Chapter 4, City of Sun Valley Municipal Code provided the above conditions of approval are met.

DECISION

Therefore, the Sun Valley City Planning and Zoning Commission **recommends approval** of the subject Plat Amendment Application No. SUBPA 2016-04, to the City Council, subject to the Conditions of Approval above.

Dated this 22nd day of September, 2016.



Jake Provonsha, Vice-Chair
City of Sun Valley

9-29-16

Date Findings of Fact signed

**CITY OF SUN VALLEY
PLANNING & ZONING COMMISSION
AGENDA REPORT**

From: Jae Hill, AICP, CFM, Community Development Director
Meeting Date: 22 September 2016

ZONE MAP AMENDMENT (ZMA 2016-02)

APPLICANT: Ruscitto/Latham/Blanton Architects for Sun Valley Company
LOCATION: Parcel B Amended; Diamond Back Townhomes PUD, White Clouds Subdivision
ZONING DISTRICTS: Multi-Family Residential (RM-1) Zoning District

REQUEST: Approve the rezone of a portion of Parcel B (Tract D Amended after SUBPA2016-04) from the Rural Estate and Ranch (RA) Zoning District to the Multiple-Family Residential 1 (RM-1) Zoning District.

ANALYSIS: Tract D is the location of the current Diamond Back Townhome development, while Parcel B consists of single-family residential zoned parcels to the north. For the owner to expand the Diamond Back Townhomes project in accordance with the plans in DR2016-48, a replat of portions of Parcel B and Tract D (SUBPA2016-04) must occur, along with a rezone to allow for townhome-style development.

The Multiple-Family Residential Zoning District provides for medium density, residential apartment, condominium and/or townhouse dwellings, and incidental uses. The minimum lot size for a RM-1 lot is 20,000 square feet; the subject area to be rezoned is 20,702 square feet, so Parcel B could stand alone as an RM-1 parcel if the Subdivision Plat were to fail. 37,912 square feet of Parcel B will remain RA-zoned, and then will have some additional area from Lot 1 to become Lot 1A and Lot 31, two conforming lots with a one-acre minimum size.

The parcel is currently undeveloped and consists primarily of native vegetation. The difference between the permitted and conditionally-permitted uses in the current and proposed zoning districts are as follows:

Use	RA	RM-1
Accessory uses	C	P
Dwellings, accessory	P	-
Dwellings, clustered single-family	-	-
Dwellings, multiple-family	-	P
Dwellings, single-family	P	-
Dwellings, townhouse	-	P
Equestrian uses	C	-
Home occupations ¹	P/C	P/C
Planned unit developments	C	C
Public service uses	C	C
Temporary uses	P	P
Timeshare units	-	C

In order to approve a zone map amendment application and based on the standards set forth in **Sun Valley Municipal Code, Title 9, Chapter 5B-9 (ZONING MAP AMENDMENT AND ANNEXATION)**, the City Council shall make the following findings:

1. The official zoning map amendment is consistent with the comprehensive plan and future land use map and reasonably implements the applicable provisions of the comprehensive plan. **The zone map amendment is consistent with the comprehensive plan as Parcel B is designated as Medium Density Residential on the City's Future Land Use Map. Any future development proposals will be subject to the City's Design Review and/or Conditional Use Permit processes.**

2. The official zoning map amendment complies with the regulations in effect for the proposed zoning district, including the purpose statement, and is suitable for the proposed permitted uses. **The Multiple-Family Residential (RM-1) Zoning District is intended for densities between 4 and 14 units per acre, and the proposed development is around 5 units per acre.**

3. The official zoning map amendment has minimal or no adverse impacts on the natural environment, including, but not limited to, water quality, air quality, noise, vegetation, riparian corridors, hillsides and other natural features. **The zone map amendment will not materially increase the density of development in the subdivision. No environmentally sensitive lands such as hillsides or riparian corridors exist on the site.**

4. The official zoning map amendment is not materially detrimental to the public health, safety, and welfare, or any significant impacts can be mitigated satisfactorily as determined by the planning and zoning commission or city council. **The proposed zoning action will allow for additional residential development in a neighborhood already zoned for residential development. Any development impacts can be mitigated through the Design Review or Conditional Use Permit processes.**

5. Essential public facilities and services, including, but not limited to, emergency services, transit, work force housing and schools, are available to support the proposed uses and density or intensity without creating additional requirements at public cost for such public facilities and services. **No additional public services or facilities are necessary to support this rezone.**

RECOMMENDATION: Staff recommends approval of ZMA 2016-02 rezoning a portion of Parcel B Amended from the RA Zoning District to the RM-1 Zoning District.

RECOMMENDED MOTION: "I move to recommend approval to the City Council of Zone Map Amendment Application No. 2016-02."

ALTERNATIVE ACTIONS: Move denial of the application and draft findings supporting denial.

ATTACHMENTS:

1. Draft Ordinance
2. Application Materials

**FINDINGS OF FACT AND CONCLUSIONS OF LAW
CITY OF SUN VALLEY
ZONE MAP AMENDMENT**

Project Name: Zone Map Amendment ZMA 2016-02

Applicant: Benchmark Associates, P.A., for Sun Valley Company

Location: Parcel B Amended; Diamond Back Townhomes PUD, White Clouds Subdivision

Request: Approve the rezone of a portion of Parcel B (Tract D Amended after SUBPA2016-04) from the Rural Estate and Ranch (RA) Zoning District to the Multiple-Family Residential 1 (RM-1) Zoning District.

Project Description: Tract D is the location of the current Diamond Back Townhome development, while Parcel B consists of single-family residential zoned parcels to the north. For the owner to expand the Diamond Back Townhomes project in accordance with the plans in DR2016-48, a replat of portions of Parcel B and Tract D (SUBPA2016-04) must occur, along with a rezone to allow for townhome-style development.

The Multiple-Family Residential Zoning District provides for medium density, residential apartment, condominium and/or townhouse dwellings, and incidental uses. The minimum lot size for a RM-1 lot is 20,000 square feet; the subject area to be rezoned is 20,702 square feet, so Parcel B could stand alone as an RM-1 parcel if the Subdivision Plat were to fail. 37,912 square feet of Parcel B will remain RA-zoned, and then will have some additional area from Lot 1 to become Lot 1A and Lot 31, two conforming lots with a one-acre minimum size.

Required Findings: In order to approve a zone map amendment application and based on the standards set forth in Sun Valley Municipal Code, Title 9, Chapter 5B-9 (ZONING MAP AMENDMENT AND ANNEXATION), the City Council shall make the following findings:

1. The official zoning map amendment is consistent with the comprehensive plan and future land use map and reasonably implements the applicable provisions of the comprehensive plan. **The zone map amendment is consistent with the comprehensive plan as Parcel B is designated as Medium Density Residential on the City's Future Land Use Map. Any future development proposals will be subject to the City's Design Review and/or Conditional Use Permit processes.**
2. The official zoning map amendment complies with the regulations in effect for the proposed zoning district, including the purpose statement, and is suitable for the proposed permitted uses. **The Multiple-Family Residential (RM-1) Zoning District is intended for densities between 4 and 14 units per acre, and the proposed development is around 5 units per acre.**
3. The official zoning map amendment has minimal or no adverse impacts on the natural environment, including, but not limited to, water quality, air quality, noise, vegetation, riparian corridors, hillsides and other natural features. **The zone map amendment will not materially increase the density of development in the subdivision. No environmentally sensitive lands such as hillsides or riparian corridors exist on the site.**

4. The official zoning map amendment is not materially detrimental to the public health, safety, and welfare, or any significant impacts can be mitigated satisfactorily as determined by the planning and zoning commission or city council. **The proposed zoning action will allow for additional residential development in a neighborhood already zoned for residential development. Any development impacts can be mitigated through the Design Review or Conditional Use Permit processes.**

5. Essential public facilities and services, including, but not limited to, emergency services, transit, work force housing and schools, are available to support the proposed uses and density or intensity without creating additional requirements at public cost for such public facilities and services. **No additional public services or facilities are necessary to support this rezone.**

CONCLUSIONS OF LAW

The Sun Valley Planning and Zoning Commission concludes that zone map amendment meets the standards for approval under Title 9, Chapter 5B-9, City of Sun Valley Municipal Code.

DECISION

Therefore, the Sun Valley City Planning and Zoning Commission **recommends approval** of the subject Zone Map Amendment Application No. ZMA 2016-02, to the City Council.

Dated this 22nd day of September, 2016.



Jake Provonsha, Vice-Chair
City of Sun Valley



Date Findings of Fact signed

31 property rights, is sensitive and complementary to adjacent properties, and respects the natural scenic
32 setting and views”; and

33
34 WHEREAS, the City Council finds that the zone map amendment will provide for construction of multi-family
35 residential uses which are permitted in, and appropriate for, the proposed RM-1 Zoning District; and

36
37 WHEREAS, the City Council finds that the proposed development will have minimal impacts on the natural
38 environment, as the site is already disturbed, lightly vegetated, and not in proximity to any riparian habitat
39 or hillsides; and

40
41 WHEREAS, the City finds that the proposed amendment to the official zoning map will not detrimentally
42 impact the health, safety, or welfare of the community as the change in zoning district will result in a net
43 decrease in density on the development and reduce the potential for services required on permitted
44 residential uses; and

45
46 WHEREAS, the City Council finds that no additional public facilities or services are necessary to serve the
47 proposed use which necessitates the rezoning request;

48
49 WHEREAS, the State of Idaho has empowered the City Council with the ability to zone and rezone property
50 in Idaho Statute 67-6511; and

51
52 WHEREAS, the request to amend the zoning map has been considered at a duly-noticed public hearing by the
53 Planning Commission on September 22, 2016, and such rezone was unanimously recommended to the
54 Council by the Commission;

55
56 NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Sun Valley, Idaho, as follows:

57
58 The Official Zoning Map of the City of Sun Valley shall be amended to show a change in zoning
59 designation from the Rural Estate and Ranch (RA) Zoning District to the Multiple-Family Residential
60 1 (RM-1) Zoning District for portions of Parcel B Amended, White Clouds Corrected, as also shown

61 on Exhibit A, a map attached to this ordinance.

62

63 APPROVED BY THE SUN VALLEY CITY COUNCIL THIS 6th DAY OF OCTOBER, 2016.

64

65

APPROVED:

66

67

68 ATTEST:

Peter Hendricks, Mayor

69

City of Sun Valley

70

71

72 Nancy Flannigan, Assistant City Clerk/Treasurer

73 City of Sun Valley

DRAFT



LEGEND

	EXISTING PROPERTY LINE
	PROPOSED PROPERTY LINE
	EXISTING RM-1 ZONING
	PROPOSED RM-1 RE-ZONING
	EXISTING REC ZONING
	EXISTING RA ZONING
	EXISTING RS-1

**ZONING MAP AMENDMENT
WHITE CLOUDS SUBDIVISION**

- TRACT D
- PARCEL B AMENDED

PREPARED BY:
BENCHMARK ASSOCIATES, P.A.
P.O. BOX 733 - 100 BELL DRIVE, KETCHUM, IDAHO, 83340
PHONE (208)726-9512 FAX (208)726-9514 EMAIL: mail@bma5b.com
WEB: <http://benchmark-associates.com/>
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ZONING EXHIBIT

LOCATED WITHIN
SECTION 6 & 7, TOWNSHIP 4 NORTH, RANGE 18 EAST, B.M.,
CITY OF SUN VALLEY, BLAINE COUNTY, IDAHO

PREPARED FOR : SUN VALLEY COMPANY

PROJECT NO. 16125	DWG BY: JPG	CRD:	ZONING.DWG
A ZONING EXHIBIT	DATE: AUGUST 2016		SHEET: 1 OF 1

**CITY OF SUN VALLEY
CITY COUNCIL
AGENDA REPORT**

To: The Honorable Mayor Peter Hendricks and Sun Valley City Council
From: Abby Rivin, CFM, Associate Planner
Meeting Date: 6 October 2016
Re: **Flood Hazard Protection Ordinance**

On April 27th, 2016, the Community Development Department participated in a Community Assistance Visit (CAV) with the State National Flood Insurance Program (NFIP) Coordinator. The City of Sun Valley participates in the NFIP as well as the Community Rating System (CRS) Program. The NFIP aims to reduce the impact of flooding through flood hazard identification, floodplain management including regulations such as building codes and zoning, and the provision of low-cost insurance for property owners in participating communities. Because of the City's participation in the CRS program, citizens who reside in the 100 year floodplain receive a 10% reduction on their insurance premiums.

A CAV is intended to assess the community's need for technical assistance and serve as an opportunity for assessing the effectiveness of local floodplain ordinances and enforcement practices. A CAV consists of a tour of the floodplain and an inspection of community permit files. Following the CAV, one of the assigned tasks required to maintain the City's participation in the NFIP includes updating *Article I. Flood Hazards Protection* of the Development Code with the new state model ordinance.

Changes to the floodplain ordinance include the addition of new definitions for floodplain management terms, the establishment of specific duties and responsibilities for the Floodplain Administrator, and specific requirements for floodplain development applications, permits, and corrective procedures. The ordinance sets general standards for flood hazard protection, which include anchoring, flood damage-resistant materials, and flood openings. Specific regulations in the new ordinance include standards for both residential and non-residential construction, additions/improvements, recreational vehicles, as well as below-grade crawlspace construction.

The Planning & Zoning Commission reviewed the updated floodplain ordinance at their July 14th and September 22nd meetings. The Commission established a 2 foot freeboard requirement, which increases the current standard by 1 foot. Freeboard is an established requirement in feet above the Base Flood Elevation (BFE) to compensate for unknown factors like debris and ice jams that may contribute to greater flood heights. The BFE plus the freeboard establishes the Flood Protection Elevation (FPE). The Commission also modified standards for additions and improvements to structures based on evaluating building trends in the City's floodplain. For example, the ordinance standardizes that any cumulative improvement taking place during a 4 year time period, the cumulative cost of which equals or exceeds 50% of the market value of the structure before the improvement or repair is started, must comply with the standards for new construction. The Commission analyzed the optional language included in the state model ordinance to determine if the regulations were relevant to the City's floodplain. They included most of the optional language presented in the state model ordinance. While some of the provisions are not currently applicable to the City of Sun Valley, they may be pertinent to future annexations. Incorporating the state model ordinance suggested provisions may also help the City earn a higher rating in the CRS program, which would further reduce insurance premiums.

RECOMMENDATION: The Planning Commission deliberated on this proposed ordinance at their meetings of July 14th and September 22nd, and unanimously recommended approval to the City Council.

RECOMMENDED MOTION: "I move to approve Ordinance No. XXX: Amending Title 9, Chapter 3, Article I and Chapter 5, Article B, Section 10 of the Sun Valley Municipal Code Regarding Flood Hazard Protection and adding and amending definitions to Title 9, Chapter 1, Article C."

ALTERNATIVE ACTIONS: Amend the Ordinance, and recommend approval as amended; or direct Staff to return with additional information/changes.

ATTACHMENTS:

1. Ordinance No. XXX Amending Title 9, Chapter 3, Article I and Chapter 5, Article B, Section 10 of the Sun Valley Municipal Code Regarding Flood Hazard Protection and adding and amending definitions to Title 9, Chapter 1, Article C.

1 **ORDINANCE NO. XXX**

2 **AN ORDINANCE OF THE CITY OF SUN VALLEY, IDAHO, AMENDING TITLE 9, CHAPTER 3, ARTICLE I, AND**
3 **CHAPTER 5, ARTICLE B, SECTION 10 OF THE SUN VALLEY MUNICIPAL CODE, FLOOD HAZARD PROTECTION;**
4 **AND ADDING AND AMENDING DEFINITIONS TO TITLE 9, CHAPTER 1, ARTICLE C.**
5

6 WHEREAS, Legislature of the State of Idaho, pursuant to Idaho Code § 46-1020 through 46-1024, authorizes
7 local governments to adopt floodplain management ordinances that identify floodplains and minimum
8 floodplain development standards to minimize flood hazards and protect human life, health, and property.;
9 and

10
11 WHEREAS, the City of Sun Valley has been mandated by FEMA to adopt new language and standards in order
12 for the City to comply with the regulations of the National Flood Insurance Program (NFIP); and

13
14 WHEREAS, the City of Sun Valley’s continued eligibility in NFIP will allow for the protection of life and property
15 in the event of high water and/or associated flooding within the City of Sun Valley. NFIP eligibility is required
16 in order to a property owner to receive any Federal Assistance associated with flooding;

17
18 NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Sun Valley, Idaho, as follows:
19

20 SECTION 1. The following definitions in Title 9, Chapter 1, Article C [Definitions] of the Municipal Code are
21 hereby amended by deleting the stricken language and adding the underlined language as follows:
22

23 **BASE FLOOD ELEVATION (BFE):** ~~The water surface elevation during the base flood in relation to a specified~~
24 ~~datum. The BFE is depicted on the flood insurance rate map (FIRM) to the nearest foot and in the flood~~
25 ~~insurance study (FIS) to the nearest 0.1 foot.~~ A determination by the Federal Insurance Administrator of the
26 water surface elevations of the base flood, that is, the flood level that has a one percent or greater chance
27 of occurrence in any given year. When the BFE has not been provided in a Special Flood Hazard Area, it may
28 be obtained from engineering studies available from a Federal, State, or other source using FEMA-approved
29 engineering methodologies. This elevation, when combined with the Freeboard, establishes the Flood
30 Protection Elevation.

31
32 **DEVELOPMENT:** Any person made change to improved or unimproved real estate, including, but not limited
33 to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations,
34 or storage of equipment or materials. ~~located within the area of special flood hazard.~~

35
36 **FLOOD OR FLOODING:**

- 37 1. A general and temporary condition of partial or complete inundation of normally dry land areas from:
38 a. The overflow of inland or tidal waters; and/or
39 b. The unusual and rapid accumulation of runoff of surface waters from any source.
40 c. Mudslides (i.e., mudflows) which are proximately caused by flooding as defined in paragraph 1.b.

41 of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry
42 land areas, as when earth is carried by a current of water and deposited along the path of the
43 current.

44 2. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion
45 or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly
46 caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by
47 an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual
48 and unforeseeable event which results in flooding as defined in paragraph 1.a. of this definition.

49
50 FLOOD INSURANCE RATE MAP (FIRM): The official map on which the federal insurance administration has
51 delineated both the areas of special flood hazard and the risk premium zones applicable to the community.
52 A FIRM that has been available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

53
54 ~~FLOOD INSURANCE STUDY: The official report provided by the federal insurance administration that~~
55 ~~includes flood profiles, the flood boundary floodway map, and the water surface elevation of the base~~
56 ~~flood. An examination, evaluation, and determination of flood hazards and, if appropriate, corresponding~~
57 ~~water surface elevations; or an examination, evaluation and determination of mudslide (i.e., mudflow)~~
58 ~~and/or flood-related erosion hazards.~~

59
60 FLOOD PROTECTION ELEVATION (FPE): ~~An elevation that corresponds to the elevation of the one percent~~
61 ~~(1%) chance annual flood (base flood), plus any increase in flood elevation due to floodway encroachment,~~
62 ~~plus one foot (1') of freeboard. Therefore the FPE for Sun Valley is equal to BFE plus floodway elevation (if~~
63 ~~present) plus freeboard. The Base Flood Elevation plus the Freeboard.~~

- 64 a. In "Special Flood Hazard Areas" where Base Flood Elevations (BFEs) have been determined,
65 this elevation shall be the BFE plus 2 feet of freeboard; and
66 b. In "Special Flood Hazard Areas" where no BFE has been established, this elevation shall be
67 at least 2 feet above the highest adjacent grade.

68
69 STRUCTURE: Includes buildings, signs, fences, and other improvements, or any portion thereof,
70 constructed, erected, built, installed or placed upon any real property. A walled and roofed building,
71 including a gas or liquid storage tank that is principally above ground, as well as a manufactured home.

72
73 ~~SUBSTANTIAL IMPROVEMENT: A. Any repair, reconstruction or improvement of a structure, the cost of~~
74 ~~which equals or exceeds fifty percent (50%) of the market value of the structure either:~~

- 75 ~~1. Before the improvement or repair is started; or~~
76 ~~2. If the structure has been damaged and is being restored, before the damage occurred.~~
77 ~~B. For the purposes of this definition, substantial improvement is considered to occur when the first~~
78 ~~alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that~~
79 ~~alteration affects the external dimensions of the structure.~~
80 ~~C. The term does not, however, include either:~~

- 81 ~~1. Any project for improvement of a structure to comply with existing state or local health, sanitary~~
82 ~~or safety code specifications which are solely necessary to assure safe living conditions; or~~
83 ~~2. Any alteration of a structure listed on the national register of historic places or a state inventory~~
84 ~~of historic places.~~

85 before the “start of construction” of the improvement. This term includes structures which have incurred
86 “substantial damage”, regardless of the actual repair work performed. The term does not, however, include
87 either:

- 88 1. Any project for improvement of a structure to correct existing violations of state or local
89 health, sanitary, or safety code specifications which have been identified by the local code
90 enforcement official and which are the minimum necessary to assure safe living conditions; or
91 2. Any alteration of a “historic structure”, provided that the alteration will not preclude the
92 structure's continued designation as a “historic structure” and the alteration is approved by
93 variance issued pursuant to this ordinance.

94

95 SECTION 2. The following definitions will be added to Title 9, Chapter 1, Article C, Section 1:

96

97 ADDITION (to an existing building): An extension or increase in the floor area or height of a building or
98 structure.

99

100 APPEAL: A request for review of the Floodplain Administrator's interpretation of provisions of this ordinance
101 or request for a variance.

102

103 CRITICAL FACILITIES: Facilities that are vital to flood response activities or critical to the health and safety
104 of the public before, during, and after a flood, such as a hospital, emergency operations center, electric
105 substation, police station, fire station, nursing home, school, vehicle and equipment storage facility, or
106 shelter; and facilities that, if flooded, would make the flood problem and its impacts much worse, such as
107 a hazardous materials facility, power generation facility, water utility, or wastewater treatment plant.

108

109 ELEVATED BUILDING: For insurance purposes, a non-basement building which has its lowest elevated floor
110 raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

111

112 ELEVATION CERTIFICATE: The Elevation Certificate is an important administrative tool of the NFIP. It is used
113 to determine the proper flood insurance premium rate; it is used to document elevation information
114 necessary to ensure compliance with community floodplain management regulations; and it may be used
115 to support a request for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-
116 F).

117

118 ENCLOSURE: An area enclosed by solid walls below the BFE/FPE or an area formed when any space below
119 the BFE/FPE is enclosed on all sides by walls or partitions. Insect screening or open wood lattice used to
120 surround space below the BFE/RFPE is not considered an enclosure.

121
122 FLOODPLAIN DEVELOPMENT PERMIT: Any type of permit that is required in conformance with the
123 provisions of this ordinance, prior to the commencement of any development activity.

124
125 FREEBOARD: A factor of safety usually expressed in feet above a flood level for the purposes of floodplain
126 management. Freeboard tends to compensate for the many unknown factors that could contribute to flood
127 heights greater than the height calculated for a selected size flood and floodway conditions, such as wave
128 action, obstructed bridge openings, debris and ice jams, and the hydrologic effects of urbanization in a
129 watershed. The Base Flood Elevation (BFE) plus the freeboard establishes the Flood Protection Elevation
130 (FPE). Freeboard shall be {insert number} of feet.

131
132 FUNCTIONALLY DEPENDENT USE: A facility that cannot be used for its intended purpose unless it is located
133 or carried out in close proximity to water, such as a docking or port facility necessary for the loading and
134 unloading of cargo or passengers, shipbuilding, or ship repair facilities. The term does not include long-term
135 storage, manufacture, sales, or service facilities.

136
137 NATIONAL FLOOD INSURANCE PROGRAM (NFIP): The NFIP is a Federal program created by Congress to
138 mitigate future flood losses nationwide through sound, community-enforced building and zoning
139 ordinances and to provide access to affordable, federally backed flood insurance protection for property
140 owners.

141
142 VARIANCE: A grant of relief by the governing body from a requirement of this ordinance.

143
144 VIOLATION: The failure of a structure or other development to be fully compliant with the community's
145 floodplain management regulations. A structure or other development without the Finished Construction
146 Elevation Certificate, other certifications, or other evidence of compliance required in § 60.3(b)(5), (c)(4),
147 (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is
148 provided.

149
150 SECTION 3. Title 9, Chapter 3, Article I [Flood Hazard Protection] and Chapter 5, Article B, Section 10 of the
151 Municipal Code of the City of Sun Valley shall be deleted and replaced as Title 9, Chapter 3, Article I Flood
152 Hazard Protection, with the following sections:

153
154 **9-3I-1: STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE, AND OBJECTIVES**

155
156 **A. Statutory Authority**

157
158 The Legislature of the State of Idaho, pursuant to Idaho Code §§ 46-1020 through 46-1024, authorizes
159 local governments to adopt floodplain management ordinances that identify floodplains and minimum

160 floodplain development standards to minimize flood hazards and protect human life, health, and
161 property.

162

163 **B. Findings of Fact**

164

- 165 1. The flood hazard areas of the City of Sun Valley are subject to periodic inundation that results in:
- 166 a. loss of life and property;
 - 167 b. health and safety hazards;
 - 168 c. disruption of commerce and governmental services;
 - 169 d. extraordinary public expenditures for flood relief and protection; and
 - 170 e. impairment of the tax base, all of which adversely affect the public health, safety, and
171 general welfare.

172

- 173 2. These flood losses are caused by structures in flood hazard areas, which are inadequately
174 elevated, flood-proofed, or otherwise unprotected from flood damages, and by the cumulative
175 effect of obstructions in floodplains causing increases in flood heights and velocities.

176

- 177 3. Local government units have the primary responsibility for planning, adopting, and enforcing land
178 use regulations to accomplish proper floodplain management.

179

180 **C. Statement of Purpose**

181

182 The purpose of this ordinance is to promote public health, safety, and general welfare and to minimize
183 public and private losses due to flood conditions in specific areas by provisions designed to:

184

- 185 1. Protect human life, health, and property;
- 186
- 187 2. Minimize damage to public facilities and utilities such as water purification and sewage treatment
188 plants, water and gas mains, electric, telephone and sewer lines, streets, and bridges located in
189 floodplains;
- 190
- 191 3. Help maintain a stable tax base by providing for the sound use and development of flood prone
192 areas;
- 193
- 194 4. Minimize expenditure of public money for costly flood control projects;
- 195
- 196 5. Minimize the need for rescue and emergency services associated with flooding, generally
197 undertaken at the expense of the general public;
- 198
- 199 6. Minimize prolonged business interruptions;

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- 7. Ensure potential buyers are notified the property is in an area of special flood hazard; and
- 8. Ensure those who occupy the areas of special flood hazard assume responsibility for their actions.

D. Objectives and Methods of Reducing Flood Losses

In order to accomplish its purpose, this ordinance includes methods and provisions to:

- 1. Require that development which is vulnerable to floods, including structures and facilities necessary for the general health, safety, and welfare of citizens, be protected against flood damage at the time of initial construction;
- 2. Restrict or prohibit uses which are dangerous to health, safety, and property due to water or erosion hazards, or which increase flood heights, velocities, or erosion;
- 3. Control filling, grading, dredging, and other development which may increase flood damage or erosion;
- 4. Prevent or regulate the construction of flood barriers that will unnaturally divert flood waters or that may increase flood hazards to other lands;
- 5. Preserve and restore natural floodplains, stream channels, and natural protective barriers which carry and store flood waters.

9-31-2. GENERAL PROVISIONS

A. Lands to Which This Ordinance Applies

This Ordinance shall apply to all Special Flood Hazard Areas within the jurisdiction of the City of Sun Valley. Nothing in this ordinance is intended to allow uses or structures that are otherwise prohibited by the zoning ordinance.

B. Basis for Special Flood Hazard Areas

The Special Flood Hazard Areas identified by the Federal Emergency Management Agency in its Flood Insurance Study (FIS) for Blaine County, Idaho and Incorporated Areas, dated November 26, 2010, with accompanying Flood Insurance Rate Maps (FIRM) or Digital Flood Insurance Rate Maps (DFIRM), and other supporting data, are adopted by reference and declared a part of this ordinance. The FIS and the FIRM are on file at City Hall, 81 Elkhorn Rd, Sun Valley, ID 83353.

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C. Establishment of Floodplain Development Permit

A Floodplain Development Permit shall be required in conformance with the provisions of this ordinance prior to the commencement of any development activities within Special Flood Hazard Areas determined in accordance with the provisions of §9-31-3B.

D. Compliance

No structure or land shall hereafter be located, extended, converted, altered, or developed in any way without full compliance with the terms of this ordinance and other applicable regulations.

E. Abrogation and Greater Restrictions

This ordinance shall not in any way repeal, abrogate, impair, or remove the necessity of compliance with any other laws, ordinances, regulations, easements, covenants, or deed restrictions, etcetera. However, where this ordinance and another conflict or overlap, whichever imposes more stringent or greater restrictions shall control.

F. Interpretation

In the interpretation and application of this ordinance all provisions shall be:

1. Considered as minimum requirements;
2. Liberally construed in favor of the governing body; and
3. Deemed neither to limit nor repeal any other powers granted under state statutes.

G. Warning and Disclaimer of Liability

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the Special Flood Hazard Areas or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of City of Sun Valley or by any officer or employee thereof for flood damages that result from reliance on this ordinance or an administrative decision lawfully made hereunder.

H. Penalties for Violation

280
281 No structure or land shall hereafter be located, extended, converted, or altered unless in full compliance
282 with the terms of this ordinance and other applicable regulations.

283
284 Violation of the provisions of this ordinance or failure to comply with any of its requirements, including
285 violation of conditions and safeguards established in connection with grants of variance or special
286 exceptions, shall constitute an infraction under this Code. Each day the violation continues shall be
287 considered a separate offense. Nothing herein contained shall prevent the City of Sun Valley from taking
288 such other lawful actions as is necessary to prevent or remedy any violation.

289
290 **9-31-3: ADMINISTRATION**

291
292 **A. Designation of Floodplain Ordinance Administrator**

293
294 The Community Development Director, hereinafter referred to as the “Floodplain Administrator”, is
295 hereby appointed to administer and implement the provisions of this ordinance.

296
297 **B. Duties and Responsibilities of the Floodplain Administrator**

298
299 The Floodplain Administrator shall perform, but not be limited to, the following duties:

- 300
- 301 1. Review all floodplain development applications and issue permits for all proposed development
302 within Special Flood Hazard Areas to assure that the requirements of this ordinance have been
303 satisfied.
 - 304
 - 305 2. Review all proposed development within Special Flood Hazard Areas to assure that all necessary
306 Local, State, and Federal permits have been received, including Section 404 of the Federal Water
307 Pollution Control Act Amendments of 1972, 33 USC 1334.
 - 308
 - 309 3. Notify adjacent communities and the Idaho Department of Water Resources State Coordinator
310 for the National Flood Insurance Program (NFIP) prior to any alteration or relocation of a
311 watercourse and submit evidence of such notification to the Federal Emergency Management
312 Agency (FEMA).
 - 313
 - 314 4. Assure that maintenance is provided within the altered or relocated portion of said watercourse
315 so that the flood-carrying capacity is maintained.
 - 316
 - 317 5. Prevent encroachments into floodways and flood fringe areas unless the certification and flood
318 hazard reduction provisions of §9-31-4E are met.
- 319

- 320 6. Obtain actual elevation (in relation to mean sea level) of the reference level (including basement)
321 and all attendant utilities of all new and substantially improved structures, in accordance with the
322 provisions of §9-31-3C.3.
323
- 324 7. Obtain actual elevation (in relation to mean sea level) to which all new and substantially improved
325 structures and utilities have been floodproofed, in accordance with the provisions of §9-31-3C.3.
326
- 327 8. Obtain actual elevation (in relation to mean sea level) of all public utilities in accordance with the
328 provisions of §9-31-3C.3.
329
- 330 9. When floodproofing is utilized for a particular structure, obtain certifications from a registered
331 professional engineer or architect in accordance with the provisions of §9-31-3C.3 and §9-31-4B.2.
332
- 333 10. Where interpretation is needed as to the exact location of boundaries of the Special Flood Hazard
334 Areas, floodways, or flood fringe areas (for example, where there appears to be a conflict between
335 a mapped boundary and actual field conditions), make the necessary interpretation. The person
336 contesting the location of the boundary shall be given a reasonable opportunity to appeal the
337 interpretation as provided in this article.
338
- 339 11. When Base Flood Elevation (BFE) data has not been provided in accordance with the provisions
340 of § 9-31-2B obtain, review, and reasonably utilize any BFE data, along with floodway data or flood
341 fringe area data available from a Federal, State, or other source, including data developed
342 pursuant to §9-31-4C.2b, in order to administer the provisions of this ordinance.
343
- 344 12. When Base Flood Elevation (BFE) data is provided but no floodway or flood fringe area data has
345 been provided in accordance with the provisions of §9-31-2B, obtain, review, and reasonably
346 utilize any floodway data or flood fringe area data available from a Federal, State, or other source
347 in order to administer the provisions of this ordinance.
348
- 349 13. When the lowest floor and the lowest adjacent grade of a structure or the lowest ground elevation
350 of a parcel in a Special Flood Hazard Area (SFHA) is above the Base Flood Elevation (BFE), advise
351 the property owner of the option to apply for a Letter of Map Amendment (LOMA) from FEMA.
352 Maintain a copy of the LOMA issued by FEMA in the floodplain development permit file.
353
- 354 14. Permanently maintain all records that pertain to the administration of this ordinance and make
355 these records available for public inspection, recognizing that such information may be subject to
356 the Privacy Act of 1974, as amended.
357
- 358 15. Make on-site inspections of work in progress. As the work pursuant to a floodplain development
359 permit progresses, the Floodplain Administrator shall make as many inspections of the work as

360 may be necessary to ensure that the work is being done according to the provisions of the local
361 ordinance and the terms of the permit. In exercising this power, the Floodplain Administrator has
362 a right, upon presentation of proper credentials, to enter on any premises within the jurisdiction
363 of the community at any reasonable hour for the purposes of inspection or other enforcement
364 action.

365
366 16. Issue stop-work orders as required. Whenever a building or part thereof is being constructed,
367 reconstructed, altered, or repaired in violation of this ordinance, the Floodplain Administrator
368 may order the work to be immediately stopped. The stop-work order shall be in writing and
369 directed to the person doing or in charge of the work. The stop-work order shall state the specific
370 work to be stopped, the specific reason(s) for the stoppage, and the condition(s) under which the
371 work may be resumed. Violation of a stop-work order constitutes a misdemeanor.

372
373 17. Revoke floodplain development permits as required. The Floodplain Administrator may revoke
374 and require the return of the floodplain development permit by notifying the permit holder in
375 writing stating the reason(s) for the revocation. Permits shall be revoked for any substantial
376 departure from the approved application, plans, and specifications; for refusal or failure to comply
377 with the requirements of State or local laws; or for false statements or misrepresentations made
378 in securing the permit. Any floodplain development permit mistakenly issued in violation of an
379 applicable State or local law may also be revoked.

380
381 18. Make periodic inspections throughout the Special Flood Hazard Areas within the jurisdiction of
382 the community. The Floodplain Administrator and each member of his or her inspections
383 department shall have a right, upon presentation of proper credentials, to enter on any premises
384 within the territorial jurisdiction of the department at any reasonable hour for the purposes of
385 inspection or other enforcement action.

386
387 19. Follow through with corrective procedures of §9-31-3D.

388
389 20. Review, provide input, and make recommendations for variance requests.

390
391 21. Maintain a current map repository to include, but not limited to, the FIS Report, FIRM and other
392 official flood maps, and studies adopted in accordance with the provisions of §9-31-2B of this
393 ordinance, including any revisions thereto including Letters of Map Change, issued by FEMA.
394 Notify the NFIP State Coordinator and FEMA of your community's mapping needs.

395
396 22. Coordinate revisions to FIS reports and FIRMs, including Letters of Map Revision Based on Fill
397 (LOMR-Fs) and Letters of Map Revision (LOMRs).

398
399 **C. Floodplain Development Application, Permit, and Certification Requirements**

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1. Application Requirements. Application for a Floodplain Development Permit shall be made to the Floodplain Administrator prior to any development activities located within Special Flood Hazard Areas. The following items shall be presented to the Floodplain Administrator to apply for a floodplain development permit:
 - a. A plot plan drawn to scale which shall include, but shall not be limited to, the following specific details of the proposed floodplain development:
 - i. the nature, location, dimensions, and elevations of the area of development/disturbance; existing and proposed structures, utility systems, grading/pavement areas, fill materials, storage areas, drainage facilities, and other development;
 - ii. the boundary of the Special Flood Hazard Area as delineated on the FIRM or other flood map as determined in §9-31-2B, or a statement that the entire lot is within the Special Flood Hazard Area;
 - iii. the flood zone(s) designation of the proposed development area as determined on the FIRM or other flood map as determined in §9-31-2B A;
 - iv. the boundary of the floodway(s) or flood fringe area(s) as determined in §9-31-2B;
 - v. the Base Flood Elevation (BFE) where provided as set forth in §9-31-2B; §9-31-2C; or §9-31-4C;
 - vi. the old and new location of any watercourse that will be altered or relocated as a result of proposed development; and
 - vii. the certification of the plot plan by a registered land surveyor or professional engineer.
 - b. Proposed elevation, and method thereof, of all development within a Special Flood Hazard Area including but not limited to:
 - i. Elevation in relation to mean sea level of the proposed reference level (including basement) of all structures;
 - ii. Elevation in relation to mean sea level to which any non-residential structure in Zone A, AE, AH, AO, or A1-30 will be floodproofed; and
 - iii. Elevation in relation to mean sea level to which any proposed utility systems will be elevated or floodproofed.
 - c. If floodproofing, a Floodproofing Certificate (FEMA Form 086-0-33) with supporting data, an operational plan, and an inspection and maintenance plan that include, but are not limited to, installation, exercise, and maintenance of floodproofing measures.
 - d. A Foundation Plan, drawn to scale, which shall include details of the proposed foundation system to ensure all provisions of this ordinance are met. These details include but are not limited to:

- 438 i. The proposed method of elevation, if applicable (i.e., fill, solid foundation
439 perimeter wall, solid backfilled foundation, open foundation, or on
440 columns/posts/piers/piles/shear walls); and
- 441 ii. Openings to facilitate automatic equalization of hydrostatic flood forces on walls
442 in accordance with §9-31-4B.d.i-vi when solid foundation perimeter walls are used
443 in Zones A, AE, AH, AO, and A1-30.
- 444 e. Usage details of any enclosed areas below the lowest floor.
- 445 f. Plans and/or details for the protection of public utilities and facilities such as sewer, gas,
446 electrical, and water systems to be located and constructed to minimize flood damage.
- 447 g. Certification that all other Local, State, and Federal permits required prior to floodplain
448 development permit issuance have been received.
- 449 h. Documentation for placement of recreational vehicles and/or temporary structures,
450 when applicable, to ensure that the provisions of §9-31-4B.6 and 7 of this ordinance are
451 met.
- 452 i. A description of proposed watercourse alteration or relocation, when applicable,
453 including an engineering report on the effects of the proposed project on the flood-
454 carrying capacity of the watercourse and the effects to properties located both upstream
455 and downstream; and
- 456 i. A map (if not shown on plot plan) showing the location of the proposed
457 watercourse alteration or relocation.
- 458
- 459 2. Permit Requirements. The Floodplain Development Permit shall include, but not be limited to:
- 460 a. A complete description of all the development to be permitted under the floodplain
461 development permit (i.e. house, garage, pool, septic, bulkhead, cabana, pole barn,
462 chicken coop, pier, bridge, mining, dredging, filling, grading, paving, excavation or drilling
463 operations, or storage of equipment or materials, etcetera).
- 464 b. The Special Flood Hazard Area determination for the proposed development in
465 accordance with available data specified in §9-31-2B.
- 466 c. The Flood Protection Elevation required for the reference level and all attendant utilities.
- 467 d. The Flood Protection Elevation required for the protection of all public utilities.
- 468 e. All certification submittal requirements with timelines.
- 469 f. A statement that no fill material or other development shall encroach into the floodway
470 or flood fringe area of any watercourse, as applicable.
- 471 g. The flood openings requirements, if in Zones A, AE, AH, AO, or A1-30.
- 472 h. All floodplain development permits shall be conditional upon the start of construction of
473 work within 180 days. A floodplain development permit shall expire 180 days after
474 issuance unless the permitted activity has commenced as per the Start of Construction
475 definition.
- 476 i. A statement of the limitations of below BFE enclosure uses, if applicable. (i.e., parking,
477 building access and limited storage only).

- 478 j. A statement that all materials below BFE/FPE must be flood resistant materials.
479
- 480 3. Certification Requirements.
481 a. Elevation Certificates
- 482 i. An Elevation Certificate (FEMA Form 86-0-33) is required prior to the actual start
483 of any new construction. It shall be the duty of the permit holder to submit to
484 the Floodplain Administrator a certification of the elevation of the reference
485 level, in relation to mean sea level. The Floodplain Administrator shall review the
486 certificate data submitted. Deficiencies detected by such review shall be
487 corrected by the permit holder prior to the beginning of construction. Failure to
488 submit the certification or failure to make required corrections shall be cause to
489 deny a floodplain development permit.
- 490 ii. An Elevation Certificate (FEMA Form 86-0-33) is required after the reference level
491 is established. Within seven (7) calendar days of establishment of the reference
492 level elevation, it shall be the duty of the permit holder to submit to the
493 Floodplain Administrator a certification of the elevation of the reference level, in
494 relation to mean sea level. Any work done within the seven (7) day calendar
495 period and prior to submission of the certification shall be at the permit holder's
496 risk. The Floodplain Administrator shall review the certificate data submitted.
497 Deficiencies detected by such review shall be corrected by the permit holder
498 immediately and prior to further work being permitted to proceed. Failure to
499 submit the certification or failure to make required corrections shall be cause to
500 issue a stop-work order for the project.
- 501 iii. A final as-built Finished Construction Elevation Certificate (FEMA Form 86-0-33)
502 is required after construction is completed and prior to Certificate of
503 Compliance/Occupancy issuance. It shall be the duty of the permit holder to
504 submit to the Floodplain Administrator a certification of final as-built
505 construction of the elevation of the reference level and all attendant utilities. The
506 Floodplain Administrator shall review the certificate data submitted. Deficiencies
507 detected by such review shall be corrected by the permit holder immediately and
508 prior to Certificate of Compliance/Occupancy issuance. In some instances,
509 another certification may be required to certify corrected as-built construction.
510 Failure to submit the certification or failure to make required corrections shall be
511 cause to withhold the issuance of a Certificate of Compliance/Occupancy.
- 512 *(The Finished Construction Elevation Certificate certifier shall provide at*
513 *least two (2) photographs showing the front and rear of the building taken within*
514 *90 days from the date of certification. The photographs must be taken with views*
515 *confirming the building description and diagram number provided in Section A. To*
516 *the extent possible, these photographs should show the entire building including*
517 *foundation. If the building has split-level or multi-level areas, provide at least two*

518 (2) additional photographs showing side views of the building. In addition, when
519 applicable, provide a photograph of the foundation showing a representative
520 example of the flood openings or vents. All photographs must be in color and
521 measure at least 3" x 3". Digital photographs are acceptable.)

522 b. Floodproofing Certificate. If non-residential floodproofing is used to meet the Flood
523 Protection Elevation requirements, a Floodproofing Certificate (FEMA Form 086-0-34),
524 with supporting data, an operational plan, and an inspection and maintenance plan are
525 required prior to the actual start of any new construction. It shall be the duty of the
526 permit holder to submit to the Floodplain Administrator a certification of the
527 floodproofed design elevation of the reference level and all attendant utilities, in relation
528 to mean sea level. Floodproofing certification shall be prepared by or under the direct
529 supervision of a professional engineer or architect and certified by same. The Floodplain
530 Administrator shall review the certificate data, the operational plan, and the inspection
531 and maintenance plan. Deficiencies detected by such review shall be corrected by the
532 applicant prior to permit approval. Failure to submit the certification or failure to make
533 required corrections shall be cause to deny a Floodplain Development Permit. Failure to
534 construct in accordance with the certified design shall be cause to withhold the issuance
535 of a Certificate of Compliance/Occupancy.

536 c. If a manufactured home is placed within Zone A, AE, AH, AO, or A1-30 and the elevation
537 of the chassis is more than 36 inches in height above grade, an engineered foundation
538 certification is required in accordance with the provisions of §9-31-4B.3.b.

539 d. If a watercourse is to be altered or relocated, the following shall all be submitted by the
540 permit applicant prior to issuance of a floodplain development permit:

- 541 i. a description of the extent of watercourse alteration or relocation; and
- 542 ii. a professional engineer's certified report on the effects of the proposed project
543 on the flood-carrying capacity of the watercourse and the effects to properties
544 located both upstream and downstream; and
- 545 iii. a map showing the location of the proposed watercourse alteration or relocation;
546 and
- 547 iv. an Idaho Stream Channel Alteration Permit approval shall be provided by the
548 applicant to the Floodplain Administrator.

549 e. Certification Exemptions. The following structures, if located within Zone A, AE, AH, AO,
550 or A1-30, are exempt from the elevation/floodproofing certification requirements
551 specified in items a and b of this subsection:

- 552 i. Recreational Vehicles meeting requirements of §9-31-4B.6.a;
- 553 ii. Temporary Structures meeting requirements of §9-31-4B.7A; and
- 554 iii. Accessory Structures less than 200 square feet meeting requirements of §9-31-
555 4B.8.

556

- 557 4. Determinations for Existing Buildings and Structures. For applications for building permits to
558 improve buildings and structures, including alterations, movement, enlargement, replacement,
559 repair, change of occupancy, additions, rehabilitations, renovations, substantial improvements,
560 repairs of substantial damage, and any other improvement of or work on such buildings and
561 structures, the Floodplain Administrator, in coordination with the Building Official, shall:
- 562 a. Estimate the market value, or require the applicant to obtain an appraisal of the market
563 value prepared by a qualified independent appraiser, of the building or structure before
564 the start of construction of the proposed work. In the case of repair, the market value of
565 the building or structure shall be the market value before the damage occurred and
566 before any repairs are made;
 - 567 b. Compare the cost to perform the improvement, the cost to repair a damaged building to
568 its pre-damaged condition, or the combined costs of improvements and repairs, if
569 applicable, to the market value of the building or structure;
 - 570 c. Determine and document whether the proposed work constitutes substantial
571 improvement or repair of substantial damage; and
 - 572 d. Notify the applicant if it is determined that the work constitutes substantial improvement
573 or repair of substantial damage and that compliance with the flood resistant construction
574 requirements of the adopted Idaho Building Code and this ordinance is required.

575
576 **D. Corrective Procedures**

- 577
- 578 1. Violations to be Corrected. When the Floodplain Administrator finds violations of applicable State
579 and local laws, it shall be his or her duty to notify the owner or occupant of the building of the
580 violation. The owner or occupant shall immediately remedy each of the violations of law cited in
581 such notification.
582
 - 583 2. Actions in Event of Failure to Take Corrective Action. If the owner of a building or property shall
584 fail to take prompt corrective action, the Floodplain Administrator shall give the owner written
585 notice, by certified or registered mail to the owner's last known address or by personal service,
586 stating:
 - 587 a. that the building or property is in violation of the floodplain management regulations;
 - 588 b. that a hearing will be held before the Floodplain Administrator at a designated place and
589 time, not later than ten (10) days after the date of the notice, at which time the owner
590 shall be entitled to be heard in person or by counsel and to present arguments and
591 evidence pertaining to the matter; and
 - 592 c. that following the hearing, the Floodplain Administrator may issue an order to alter,
593 vacate, or demolish the building; or to remove fill as applicable.
 - 594
 - 595 3. Order to Take Corrective Action. If, upon a hearing held pursuant to the notice prescribed above,
596 the Floodplain Administrator shall find that the building or development is in violation of the Flood

597 Hazard Protection Ordinance, he or she shall issue an order in writing to the owner, requiring the
598 owner to remedy the violation within a specified time period, not less than sixty (60) calendar
599 days, nor more than (180) calendar days. Where the Floodplain Administrator finds that there is
600 imminent danger to life or other property, he or she may order that corrective action be taken in
601 such lesser period as may be feasible.
602

603 4. Appeal. Any owner who has received an order to take corrective action may appeal the order to
604 the local elected governing body by giving notice of appeal in writing to the Floodplain
605 Administrator and the clerk within ten (10) days following issuance of the final order. In the
606 absence of an appeal, the order of the Floodplain Administrator shall be final. The local governing
607 body shall hear an appeal within a reasonable time and may affirm, modify and affirm, or revoke
608 the order.
609

610 5. Failure to Comply with Order. If the owner of a building or property fails to comply with an order
611 to take corrective action for which no appeal has been made or fails to comply with an order of
612 the governing body following an appeal, the owner shall be guilty of a misdemeanor and shall be
613 punished at the discretion of the court.
614

615 **E. Variance Procedures**
616

617 1. The Planning & Zoning Commission, hereinafter referred to as “the Commission”, shall hear and
618 decide requests for variances from the requirements of this ordinance.
619

620 2. Variances may be issued for:

621 a. the repair or rehabilitation of historic structures upon the determination that the
622 proposed repair or rehabilitation will not preclude the structure's continued designation
623 as a historic structure and that the variance is the minimum necessary to preserve the
624 historic character and design of the structure;

625 b. functionally dependent facilities, if determined to meet the definition as stated in §9-1C-
626 1, provided provisions of §9-3I-3E.9.b, c, and e, have been satisfied, and such facilities are
627 protected by methods that minimize flood damages during the base flood and create no
628 additional threats to public safety; or

629 c. any other type of development, provided it meets the requirements of this Section.
630

631 3. In passing upon variances, the Commission shall consider all technical evaluations, all relevant
632 factors, all standards specified in other sections of this ordinance, and:

633 a. the danger that materials may be swept onto other lands to the injury of others;

634 b. the danger to life and property due to flooding or erosion damage;

635 c. the susceptibility of the proposed facility and its contents to flood damage and the effect
636 of such damage on the individual owner;

- 637 d. the importance of the services provided by the proposed facility to the community;
638 e. the necessity to the facility of a waterfront location as defined under §9-1C-1 of Sun Valley
639 Municipal Code as a functionally dependent facility, where applicable;
640 f. the availability of alternative locations, not subject to flooding or erosion damage, for the
641 proposed use;
642 g. the compatibility of the proposed use with existing and anticipated development;
643 h. the relationship of the proposed use to the comprehensive plan and floodplain
644 management program for that area;
645 i. the safety of access to the property in times of flood for ordinary and emergency vehicles;
646 j. the expected heights, velocity, duration, rate of rise, and sediment transport of the
647 floodwaters and the effects of wave action, if applicable, expected at the site; and
648 k. the costs of providing governmental services during and after flood conditions including
649 maintenance and repair of public utilities and facilities such as sewer, gas, electrical and
650 water systems, and streets and bridges.
651
- 652 4. The applicant shall include a written report addressing each of the above factors in §9-3I-3E.3.a-
653 k with their application for a variance.
654
- 655 5. Upon consideration of the factors listed above and the purposes of this ordinance, the
656 Commission may attach such conditions to the granting of variances as it deems necessary to
657 further the purposes and objectives of this ordinance.
658
- 659 6. Any applicant to whom a variance is granted shall be given written notice specifying the difference
660 between the Base Flood Elevation (BFE) and the elevation to which the structure is to be built and
661 that such construction below the BFE increases risks to life and property, and that the issuance of
662 a variance to construct a structure below the BFE will result in increased premium rates for flood
663 insurance up to \$25 per \$100 of insurance coverage. Such notification shall be maintained with a
664 record of all variance actions, including justification for their issuance.
665
- 666 7. The Floodplain Administrator shall maintain the records of all appeal actions and report any
667 variances to the Federal Emergency Management Agency and the State of Idaho upon request.
668
- 669 8. Conditions for Variances:
- 670 a. Variances shall not be issued when the variance will make the structure in violation of
671 other Federal, State, or local laws, regulations, or ordinances.
672 b. Variances shall not be issued within any designated floodway or flood fringe area if the
673 variance would result in any increase in flood levels during the base flood discharge.
674 c. Variances shall only be issued upon a determination that the variance is the minimum
675 necessary, considering the flood hazard, to afford relief.
676 d. Variances shall only be issued prior to development permit approval.

- 677 e. Variances shall only be issued upon:
678 i. a showing of good and sufficient cause;
679 ii. a determination that failure to grant the variance would result in exceptional
680 hardship; and
681 iii. a determination that the granting of a variance will not result in increased flood
682 heights, additional threats to public safety, or extraordinary public expense,
683 create nuisance, cause fraud on or victimization of the public, or conflict with
684 existing local laws or ordinances.
685
- 686 9. A variance may be issued for solid waste disposal facilities or sites, hazardous waste management
687 facilities, salvage yards, and chemical storage facilities that are located in Special Flood Hazard
688 Areas provided that all of the following conditions are met.
689 a. The use serves a critical need in the community.
690 b. No feasible location exists for the use outside the Special Flood Hazard Area.
691 c. The reference level of any structure is elevated or floodproofed to at least the Flood
692 Protection Elevation.
693 d. The use complies with all other applicable Federal, State and local laws.
694
- 695 10. The City of Sun Valley will notify the State NFIP Coordinator of the Idaho Department of Water
696 Resources of its intention to grant a variance at least thirty (30) calendar days prior to granting
697 the variance.
698
- 699 11. Any person aggrieved by the decision of the Commission may appeal such decision to the City
700 Council, as provided in Section 9-5A-9 of this Title.
701

702 **9-31-4: PROVISIONS FOR FLOOD HAZARD REDUCTION**

703 **A. General Standards**

704 In all Special Flood Hazard Areas the following provisions are required:
705

- 706
- 707 1. All new construction and substantial improvements shall be designed (or modified) and
708 adequately anchored to prevent flotation, collapse, and lateral movement of the structure.
709
 - 710 2. All new construction and substantial improvements shall be constructed with materials and utility
711 equipment resistant to flood damage in accordance with the Technical Bulletin 2, Flood Damage-
712 Resistant Materials Requirements, and available from the Federal Emergency Management
713 Agency.
714
- 715

- 716 3. All new construction and substantial improvements shall be constructed by methods and
717 practices that minimize flood damages.
718
- 719 4. All new and replacement electrical, heating, ventilation, plumbing, air conditioning equipment,
720 and other service facilities shall be designed and/or located so as to prevent water from entering
721 or accumulating within the components during conditions of flooding to the Flood Protection
722 Elevation. These include, but are not limited to, HVAC equipment, water softener units,
723 bath/kitchen fixtures, ductwork, electric/gas meter panels/boxes, utility/cable boxes, hot water
724 heaters, and electric outlets/switches.
725
- 726 5. All new and replacement water supply systems shall be designed to minimize or eliminate
727 infiltration of floodwaters into the system.
728
- 729 6. All new and replacement sanitary sewage systems shall be designed to minimize or eliminate
730 infiltration of floodwaters into the systems and discharges from the systems into flood waters.
731
- 732 7. On-site waste disposal systems shall be located and constructed to avoid impairment to them or
733 contamination from them during flooding.
734
- 735 8. A fully enclosed area, of new construction and substantially improved structures, which is below
736 the lowest floor shall:
- 737 a. be constructed entirely of flood resistant materials at least to the Flood Protection
738 Elevation; and
 - 739 b. include, in Zones A, AE, AH, AO, and A1-30, flood openings to automatically equalize
740 hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters. To
741 meet this requirement, the openings must either be certified by a professional engineer
742 or architect or meet or exceed the following minimum design criteria:
 - 743 i. A minimum of two flood openings on different sides of each enclosed area subject
744 to flooding;
 - 745 ii. The total net area of all flood openings must be at least one (1) square inch for
746 each square foot of enclosed area subject to flooding;
 - 747 iii. If a building has more than one enclosed area, each enclosed area must have
748 flood openings to allow floodwaters to automatically enter and exit;
 - 749 iv. The bottom of all required flood openings shall be no higher than one (1) foot
750 above the interior or exterior adjacent grade;
 - 751 v. Flood openings may be equipped with screens, louvers, or other coverings or
752 devices, provided they permit the automatic flow of floodwaters in both
753 directions; and
 - 754 vi. Enclosures made of flexible skirting are not considered enclosures for regulatory
755 purposes, and, therefore, do not require flood openings. Masonry or wood

756 underpinning, regardless of structural status, is considered an enclosure and
757 requires flood openings as outlined above.

758
759 9. Any alteration, repair, reconstruction, or improvements to a structure, which is in compliance
760 with the provisions of this ordinance, shall meet the requirements of “new construction” as
761 contained in this ordinance.

762
763 10. Nothing in this ordinance shall prevent the repair, reconstruction, or replacement of a building or
764 structure existing on the effective date of this ordinance and located totally or partially within the
765 floodway, flood fringe area, or stream setback, provided there is no additional encroachment
766 below the Flood Protection Elevation in the floodway, flood fringe area, or stream setback, and
767 provided that such repair, reconstruction, or replacement meets all of the other requirements of
768 this ordinance.

769
770 11. New solid waste disposal facilities and sites, hazardous waste management facilities, salvage
771 yards, and chemical storage facilities shall not be permitted, except by variance as specified in §9-
772 3I-3E.10. A structure or tank for chemical or fuel storage incidental to an allowed use or to the
773 operation of a water treatment plant or wastewater treatment facility may be located in a Special
774 Flood Hazard Area only if the structure or tank is either elevated or floodproofed to at least the
775 Flood Protection Elevation and certified in accordance with the provisions of §9-3I-3C.3.

776
777 12. All subdivision proposals and other development proposals shall be consistent with the need to
778 minimize flood damage and determined to be reasonably safe from flooding.

779
780 13. All subdivision proposals and other development proposals shall have public utilities and facilities
781 such as sewer, gas, electrical, and water systems located and constructed to minimize flood
782 damage.

783
784 14. All subdivision proposals and other development proposals shall have adequate drainage
785 provided to reduce exposure to flood hazards.

786
787 15. All subdivision proposals and other development proposals shall have received all necessary
788 permits from those governmental agencies for which approval is required by Federal or State law,
789 including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 USC
790 1334.

791
792 16. When a structure is partially located in a Special Flood Hazard Area, the entire structure shall meet
793 the requirements for new construction and substantial improvements.

794

795 17. When a structure is located in multiple flood hazard zones or in a flood hazard risk zone with
796 multiple base flood elevations, the provisions for the more restrictive flood hazard risk zone and
797 the highest Base Flood Elevation (BFE) shall apply.
798

799 18. Fill is prohibited in the SFHA, including construction of buildings on fill. This includes not approving
800 Conditional Letters or Letters of Map Revision (CLOMR-F or LOMR-F).
801

802 **B. Specific Standards**
803

804 In all Special Flood Hazard Areas where Base Flood Elevation (BFE) data has been provided, as set forth in
805 §9-3I-2B, or §9-3I-4D, the following provisions, in addition to the provisions of §9-3I-4A, are required:
806

807 1. Residential Construction. New construction and substantial improvement of any residential
808 structure (including manufactured homes) shall have the reference level, including basement,
809 elevated no lower than the Flood Protection Elevation, as defined in §9-1C-1 of Sun Valley
810 Municipal Code.
811

812 2. Non-Residential Construction. New construction and substantial improvement of any commercial,
813 industrial, or other non-residential structure shall have the reference level, including basement,
814 elevated no lower than the Flood Protection Elevation, as defined in §9-1C-1 of Sun Valley
815 Municipal Code. Structures located in Zones A, AE, AH, AO, and A1-30 may be floodproofed to
816 the Flood Protection Elevation in lieu of elevation provided that all areas of the structure, together
817 with attendant utility and sanitary facilities, below the Flood Protection Elevation are watertight
818 with walls substantially impermeable to the passage of water, using structural components having
819 the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. For AH
820 and AO Zones, the floodproofing elevation shall be in accordance with §9-3I-4F.2. A registered
821 professional engineer or architect shall certify that the floodproofing standards of this subsection
822 are satisfied. Such certification shall be provided to the Floodplain Administrator as set forth in
823 §9-3I-3C.3, along with the operational plan and the inspection and maintenance plan.
824

825 3. Manufactured Homes.
826 a. New and replacement manufactured homes shall be elevated so that the reference level
827 of the manufactured home is no lower than the Flood Protection Elevation.
828 b. Manufactured homes shall be securely anchored to an adequately anchored foundation
829 to resist flotation, collapse, and lateral movement, either by certified engineered
830 foundation system, or in accordance with the most current edition of the Idaho Division
831 of Building Safety’s “Idaho Manufactured Home Installation Standard” in accordance with
832 Idaho Code § 44-2201(2). Additionally, when the elevation would be met by an elevation
833 of the chassis thirty-six (36) inches or less above the grade at the site, the chassis shall be

834 supported by reinforced piers or engineered foundation. When the elevation of the
835 chassis is above thirty-six (36) inches in height, an engineering certification is required.

836 c. All enclosures or skirting below the lowest floor shall meet the requirements of §9-31-
837 4B.4.

838 d. An evacuation plan must be developed for evacuation of all residents of all new,
839 substantially improved, or substantially damaged manufactured home parks or
840 subdivisions located within flood prone areas. This plan shall be filed with and approved
841 by the Floodplain Administrator and the local Emergency Management Coordinator.
842

843 4. Additions/Improvements.

844 a. Additions and/or improvements to pre-FIRM structures when the addition and/or
845 improvements in combination with any interior modifications to the existing structure are
846 i. not a substantial improvement, the addition and/or improvements must be
847 designed to minimize flood damages and must not be any more non-conforming
848 than the existing structure; or
849 ii. a substantial improvement, both the existing structure and the addition and/or
850 improvements must comply with the standards for new construction.

851 b. Additions to post-FIRM structures that are a substantial improvement with no
852 modifications to the existing structure other than a standard door in the common wall
853 shall require only the addition to comply with the standards for new construction.

854 c. Additions and/or improvements to post-FIRM structures when the addition and/or
855 improvements in combination with any interior modifications to the existing structure are
856 i. not a substantial improvement, the addition and/or improvements only must
857 comply with the standards for new construction; or
858 ii. a substantial improvement, both the existing structure and the addition and/or
859 improvements must comply with the standards for new construction.

860 d. Any combination of repair, reconstruction, rehabilitation, addition, or improvement of a
861 building or structure taking place during a 4 year period, the cumulative cost of which
862 equals or exceeds 50 percent (50%) of the market value of the structure before the
863 improvement or repair is started, must comply with the standards for new construction.
864 For each building or structure, the 4 year period begins on the date of the first
865 improvement or repair of that building or structure subsequent to the effective date of
866 this ordinance. If the structure has sustained substantial damage, any repairs are
867 considered substantial improvement regardless of the actual repair work performed. The
868 requirement does not, however, include either:

869 i. any project for improvement of a building required to correct existing health,
870 sanitary, or safety code violations identified by the building official and that are
871 the minimum necessary to assume safe living conditions; or
872 ii. any alteration of a historic structure provided that the alteration will not preclude
873 the structure's continued designation as a historic structure.

- 874
- 875 5. Recreational Vehicles. Recreational vehicles shall be either:
- 876 a. Temporary Placement
- 877 i. be on site for fewer than 180 consecutive days and be fully licensed and ready for
- 878 highway use (a recreational vehicle is ready for highway use if it is on its wheels
- 879 or jacking system, is attached to the site only by quick disconnect type utilities,
- 880 and has no permanently attached additions); or
- 881 b. Permanent Placement.
- 882 i. Recreational vehicles that do not meet the limitations of Temporary Placement
- 883 shall meet all the requirements for new construction, as set forth in §9-3I-4A.
- 884
- 885 6. Temporary Non-Residential Structures. Prior to the issuance of a floodplain development permit
- 886 for a temporary structure, the applicant must submit to the Floodplain Administrator a plan for
- 887 the removal of such structure(s) in the event of a flash flood or other type of flood warning
- 888 notification. The following information shall be submitted in writing to the Floodplain
- 889 Administrator for review and written approval:
- 890 a. a specified time period for which the temporary use will be permitted. Time specified may
- 891 not exceed six (6) months, renewable up to one (1) year;
- 892 b. the name, address, and phone number of the individual responsible for the removal of
- 893 the temporary structure;
- 894 c. the time frame prior to the event at which a structure will be removed (i.e., immediately
- 895 upon flood warning notification);
- 896 d. a copy of the contract or other suitable instrument with the entity responsible for physical
- 897 removal of the structure; and
- 898 e. designation, accompanied by documentation, of a location outside the Special Flood
- 899 Hazard Area, to which the temporary structure will be moved.
- 900
- 901 7. Accessory Structures. When accessory structures (sheds, detached garages, etc.) are to be placed
- 902 within a Special Flood Hazard Area, elevation or floodproofing certifications are required for all
- 903 accessory structures in accordance with §9-3I-3C.3, and the following criteria shall be met:
- 904 a. Accessory structures shall not be used for human habitation (including working, sleeping,
- 905 living, cooking, or restroom areas);
- 906 b. Accessory structures shall not be temperature-controlled;
- 907 c. Accessory structures shall be designed to have low flood damage potential;
- 908 d. Accessory structures shall be constructed and placed on the building site so as to offer
- 909 the minimum resistance to the flow of floodwaters;
- 910 e. Accessory structures shall be firmly anchored in accordance with the provisions of §9-3I-
- 911 4A.1;
- 912 f. All service facilities, such as electrical, shall be installed in accordance with the provisions
- 913 of §9-3I-4A.4; and

914 g. Flood openings to facilitate automatic equalization of hydrostatic flood forces shall be
915 provided below Flood Protection Elevation in conformance with the provisions of §9-31-
916 4B.4.d.

917 An accessory structure with a footprint less than 200 square feet and is a minimal investment of
918 \$10,000 or less and satisfies the criteria outlined in a - g above is not required to meet the
919 elevation or floodproofing standards of §9-31-4B.2.

920
921 8. Tanks. When gas and liquid storage tanks are to be placed within a Special Flood Hazard Area, the
922 following criteria shall be met:

923 a. Underground tanks in flood hazard areas shall be anchored to prevent flotation, collapse,
924 or lateral movement resulting from hydrodynamic and hydrostatic loads during
925 conditions of the base flood, including the effects of buoyancy (assuming the tank is
926 empty);

927 b. Elevated above-ground tanks, in flood hazard areas shall be attached to and elevated to
928 or above the design flood elevation on a supporting structure that is designed to prevent
929 flotation, collapse, or lateral movement during conditions of the base flood. Tank-
930 supporting structures shall meet the foundation requirements of the applicable flood
931 hazard area;

932 c. Not elevated above-ground tanks, that do not meet the elevation requirements of §9-31-
933 4 B.2 of this ordinance shall be permitted in flood hazard areas provided the tanks are
934 anchored or otherwise designed and constructed to prevent flotation, collapse or lateral
935 movement resulting from hydrodynamic and hydrostatic loads during conditions of the
936 design flood, including the effects of buoyancy assuming the tank is empty and the effects
937 of flood-borne debris.

938 d. Tank inlets, fill openings, outlets and vents shall be:
939 i. at or above the flood protection elevation or fitted with covers designed to
940 prevent the inflow of floodwater or outflow of the contents of the tanks during
941 conditions of the base flood; and
942 ii. anchored to prevent lateral movement resulting from hydrodynamic and
943 hydrostatic loads, including the effects of buoyancy, during conditions of the base
944 flood.

945
946 9. Construction of Below-Grade Crawlspace.

947 a. The interior grade of a crawlspace must not be below the BFE and must not be more than
948 two (2) feet below the exterior lowest adjacent grade (LAG).

949 b. The height of the below-grade crawlspace, measured from the interior grade of the
950 crawlspace to the top of the crawlspace foundation wall, must not exceed four (4) feet at
951 any point.

- 952 c. There must be an adequate drainage system that removes floodwaters from the interior
- 953 area of the crawlspace. The enclosed area should be drained within a reasonable time
- 954 after a flood event.
- 955 d. The velocity of floodwaters at the site should not exceed five (5) feet per second for any
- 956 crawlspace.
- 957
- 958 10. Other Development in regulated floodways and flood fringe.
- 959 a. Fences that have the potential to block the passage of floodwaters, such as stockade
- 960 fences and wire mesh fences, in regulated floodways and flood fringe shall meet the
- 961 limitations of §9-3I-4E of this ordinance.
- 962 b. Retaining walls, bulkheads, sidewalks, and driveways that involve the placement of fill in
- 963 regulated floodways and flood fringe shall meet the limitations of §9-3I-4E of this
- 964 ordinance.
- 965 c. Roads and watercourse crossings, including roads, bridges, culverts, low-water crossings,
- 966 and similar means for vehicles or pedestrians to travel from one side of a watercourse to
- 967 the other side, which encroach into regulated floodways and flood fringe, shall meet the
- 968 limitations of §9-3I-4E of this ordinance.
- 969 d. Drilling water, oil, and/or gas wells including fuel storage tanks, apparatus, and any
- 970 equipment at the site that encroach into regulated floodways and flood fringe shall meet
- 971 the limitations of §9-3I-4E of this ordinance.
- 972 e. Docks, piers, boat ramps, marinas, moorings, decks, docking facilities, port facilities,
- 973 shipbuilding, and ship repair facilities that encroach into regulated floodways and flood
- 974 fringe shall meet the limitations of §9-3I-4E of this ordinance

975

976 **C. Standards for Floodplains without Established Base Flood Elevations**

977

978 Within the Special Flood Hazard Areas designated as Zone A (also known as Unnumbered A Zones) and

979 established in §9-3I-2B, where no Base Flood Elevation (BFE) data has been provided by FEMA, the

980 following provisions, in addition to the provisions of §9-3I-4A, shall apply:

981

982 The BFE used in determining the Flood Protection Elevation (FPE) shall be determined based on the

983 following criteria:

- 984 1. When Base Flood Elevation (BFE) data is available from other sources, all new construction and
- 985 substantial improvements within such areas shall also comply with all applicable provisions of this
- 986 ordinance and shall be elevated or floodproofed in accordance with standards in §9-3I-4A and B.
- 987 2. When floodway or flood fringe data is available from a Federal, State, or other source, all new
- 988 construction and substantial improvements within floodway and flood fringe areas shall also
- 989 comply with the requirements of §9-3I-4B and E.
- 990 3. All subdivision, manufactured home park, and other development proposals shall provide Base
- 991 Flood Elevation (BFE) data if development is greater than five (5) acres or has more than fifty (50)

992 lots/manufactured home sites. Such Base Flood Elevation (BFE) data shall be adopted by
993 reference in accordance with §9-3I-2B and utilized in implementing this ordinance. The
994 applicant/developer shall submit an application for a Conditional Letter of Map Revision (CLOMR)
995 prior to Preliminary Plat approval and have obtained a Letter of Map Revision (LOMR) prior to any
996 building permits for structures being issued.

997 See FEMA 480 and/or FEMA 265 for further information

998 4. When Base Flood Elevation (BFE) data is not available from a Federal, State, or other source as
999 outlined above, the reference level shall be elevated or floodproofed (non-residential) to two feet
1000 (2.0 ft.) above the Highest Adjacent Grade (HAG) at the building site or to the Flood Protection
1001 Elevation (FPE) whichever is higher. All other applicable provisions of §9-3I-4B shall also apply.

1002
1003 **D. Standards for Riverine Floodplains with Base Flood Elevations but without Established**
1004 **Floodways or Flood Fringe Areas.**

1005
1006 Along rivers and streams where Base Flood Elevation (BFE) data is provided by FEMA or is available from
1007 another source but neither floodway nor flood fringe areas are identified for a Special Flood Hazard Area
1008 on the FIRM or in the FIS report, the following requirements shall apply to all development within such
1009 areas:

- 1010
1011 1. Standards of §9-3I-4A and B; and
1012
1013 2. Until a regulatory floodway or flood fringe area is designated, no encroachments, including fill,
1014 new construction, substantial improvements, or other development shall be permitted unless
1015 certification with supporting technical data by a registered professional engineer is provided
1016 demonstrating that the cumulative effect of the proposed development, when combined with all
1017 other existing and anticipated development, will not increase the water surface elevation of the
1018 base flood at any point within the community.

1019
1020 **E. Standards for Floodways and Flood Fringe Areas**

1021
1022 Areas designated as floodways or flood fringe areas are located within the Special Flood Hazard Areas
1023 established in §9-3I-2B. The floodways and flood fringe areas are extremely hazardous areas due to the
1024 velocity of floodwaters that have erosion potential and carry debris and potential projectiles. The
1025 following provisions, in addition to standards outlined in §9-3I-4A and B, shall apply to all development
1026 within such areas:

- 1027
1028 1. No encroachments, including fill, new construction, substantial improvements, and other
1029 developments shall be permitted unless:
1030 a. it is demonstrated that the proposed encroachment would not result in any increase in
1031 the flood levels during the occurrence of the base flood, based on hydrologic and

1032 hydraulic analyses performed in accordance with standard engineering practice and
1033 presented to the Floodplain Administrator prior to issuance of floodplain development
1034 permit; or
1035 b. a Conditional Letter of Map Revision (CLOMR) has been approved by FEMA. A Letter of
1036 Map Revision (LOMR) must also be obtained within six months of completion of the
1037 proposed encroachment.

1038
1039 2. If §9-3I-4E.1 is satisfied, all development shall comply with all applicable flood hazard reduction
1040 provisions of this ordinance.

1041
1042 3. Manufactured homes may be permitted provided the following provisions are met:
1043 a. the anchoring and the elevation standards of §9-3I-4B.3; and
1044 b. the encroachment standards of §9-3I-4E.1.

1045
1046 **F. Standards for Areas of Shallow Flooding (Zone AO, AH, AR/AO, or AR/AH)**

1047
1048 Located within the Special Flood Hazard Areas established in §9-3I-2B, are areas designated as shallow
1049 flooding areas. These areas have special flood hazards associated with base flood depths of one (1) to
1050 three (3) feet where a clearly defined channel does not exist and where the path of flooding is
1051 unpredictable and indeterminate. In addition to §9-3I-4A and B, all new construction and substantial
1052 improvements shall meet the following requirements:

1053
1054 1. The reference level shall be elevated at least as high as the depth number specified on the Flood
1055 Insurance Rate Map (FIRM), in feet, plus a freeboard of 2 feet, above the highest adjacent grade;
1056 or at least 4 feet above the highest adjacent grade if no depth number is specified.

1057
1058 2. Non-residential structures may, in lieu of elevation, be floodproofed to the same level as required
1059 in §9-3I-4F.1 so that the structure, together with attendant utility and sanitary facilities, below
1060 that level shall be watertight with walls substantially impermeable to the passage of water and
1061 with structural components having the capability of resisting hydrostatic and hydrodynamic loads
1062 and effects of buoyancy. Certification is required in accordance with §9-3I-3C.3, and §9-3I-4B.2.

1063
1064 3. Adequate drainage paths shall be provided around structures on slopes to guide floodwaters
1065 around and away from proposed structures.

1066
1067 **9-3I-5 LEGAL STATUS PROVISIONS**

1068
1069 **A. Effect on Rights and Liabilities under the Existing Flood Hazard Protection Ordinance**

1070

1071 This ordinance, in part, comes forward by re-enactment of some of the provisions of the Flood Hazard
1072 Protection Ordinance enacted 2006 as amended, and it is not the intention to repeal but rather to re-
1073 enact and continue to enforce without interruption of such existing provisions, so that all rights and
1074 liabilities that have accrued thereunder are reserved and may be enforced. The enactment of this
1075 ordinance shall not affect any action, suit, or proceeding instituted or pending. All provisions of the
1076 Flood Hazard Protection Ordinance of the City of Sun Valley enacted on 2006 as amended, which are not
1077 reenacted herein are repealed.

1078

1079 **B. Effect upon Outstanding Floodplain Development Permits**

1080

1081 Nothing herein contained shall require any change in the plans, construction, size, or designated use of
1082 any development or any part thereof for which a Floodplain Development Permit has been granted by the
1083 Floodplain Administrator or his or her authorized agents before the time of passage of this ordinance.
1084 Provided, however, that when construction is not begun under such outstanding permit within a period
1085 of 180 days subsequent to the date of issuance of the outstanding permit, construction or use shall be in
1086 conformity with the provisions of this ordinance.

1087

1088 **C. Severability**

1089

1090 The ordinance is hereby declared to be severable. Should any portion of this ordinance be declared invalid
1091 by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and
1092 shall be read to carry out the purpose(s) of the ordinance before the declaration of partial invalidity.

1093

1094 **D. Effective Date**

1095

1096 This ordinance shall become effective upon adoption by the City Council.

1097

1098 SECTION 6. CODIFICATION. The City Clerk is instructed pursuant to Section 1-1-3 of the City of Sun Valley
1099 Municipal Code to immediately forward this ordinance to the codifier of the official municipal code for
1100 proper revision of the code.

1101

1102 APPROVED BY THE SUN VALLEY CITY COUNCIL THIS 6th day of OCTOBER, 2016.

1103

1104

APPROVED:

1105

1106

1107 ATTEST:

Peter Hendricks, Mayor
City of Sun Valley

1108

1109

1110 _____

- 1111 Nancy Flannigan, Assistant City Clerk/Treasurer
- 1112 City of Sun Valley

City of Sun Valley Employee Housing Plan



Prepared October 6, 2016
(Based on BCHA materials from August 2014)

INTRODUCTION

In March of 2005, the City of Sun Valley established a Workforce Housing Fund (Resolution 2005-02 attached as Appendix A). The recitals of the resolution establish the need for and set out the uses for the fund:

- “...a shortage exists in the supply of housing needed for essential emergency personnel, professional trades, and service workers which are necessary to support the community and the resort economy...”
- “...a multi-faceted strategy is needed to provide for a reasonable supply of affordable workforce housing, including the involvement and cooperation of the private sector, local governments, employers, residents, federal agencies, nonprofit agencies such as the Blaine-Ketchum Housing Authority...”
- “... revenues appropriated and/or collected for the provision of affordable workforce housing are used exclusively for the purpose of planning, purchasing, developing or acquiring workforce housing units...”
- “... the City wishes to ensure that the workforce housing revenues are used in an effective and timely manner either solely by the City or through public and private partnerships and, therefore, does not wish to see funds held beyond a reasonable period of time...”

Paragraph six of Resolution 2005-02 establishes the purpose and use of funds:

- “... monies shall be used solely to increase and improve the supply of rental and/or for sale workforce housing affordable to households of moderate, low income households and whose income is derived from employment within Sun Valley or, when found appropriate by the City, employed within Blaine County in an area commonly known as the North Valley...”

The Sun Valley City Council directed the Community Development Department to work with the Blaine County Housing Authority (BCHA) to explore ways for the city to use its Workforce Housing Fund and assets.

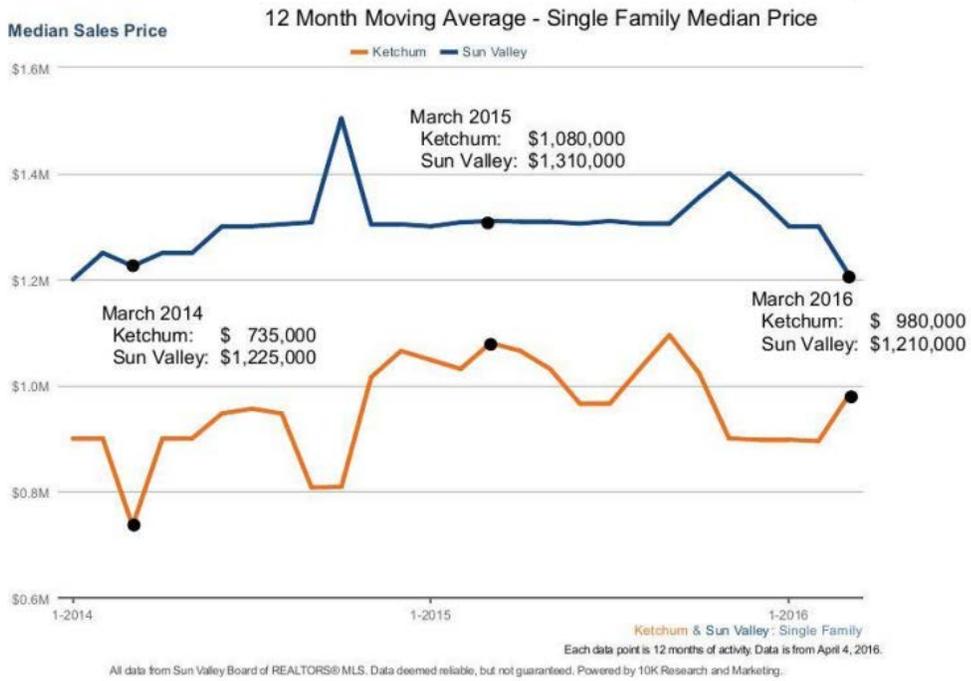
HOUSING TRENDS

The last twelve months have seen essentially stable median sale prices for single-family homes in the North Valley, but that median price requires an income of over \$178,000 in Ketchum to afford such a single-family home. Alternatively, one can purchase a more affordable single-family home in Hailey or Bellevue – the median sales price was \$379,000 – but then be faced with an average annual cost of \$3,645 for commuting and more than 150 additional hours behind the wheel, yearly. [Based on 27mi round trip at GSA rates of \$0.54/mi and 45mph speed.]

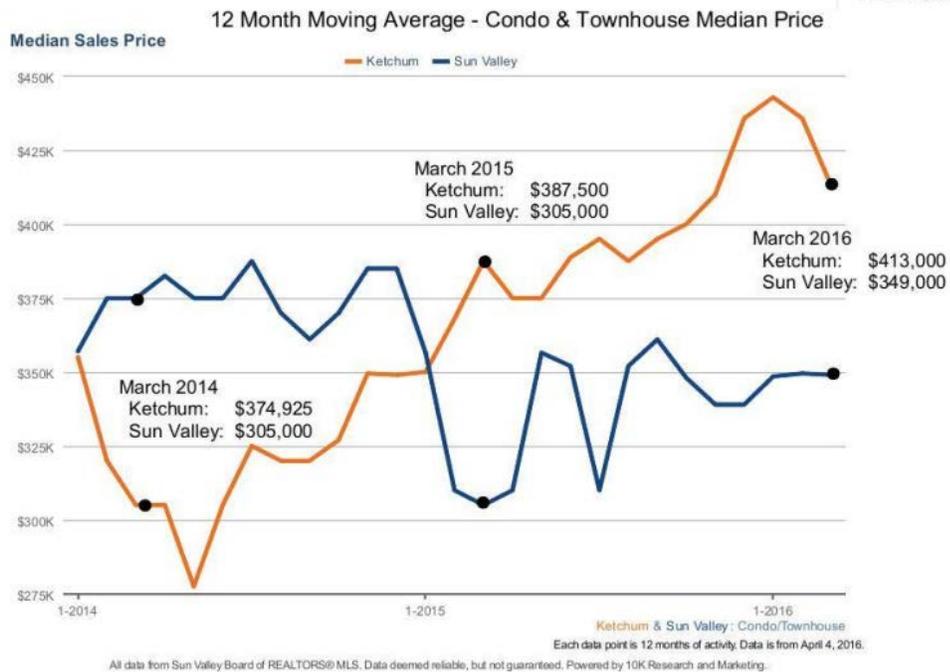
North Valley condominiums and townhomes are much more reasonably priced – a wage-earner with an income of \$78,000 and zero other monthly debt might afford one – but HOA dues can then become a delimiting factor in affordability; dues in Elkhorn area condos can top \$450 per month, which is almost \$93,000 more of home value over the life of the mortgage.

Regarding rental properties, there has been an average of less than 1 advertisement per month in the Mountain Express throughout 2016 for one-bedroom properties in the North Valley, and 2 advertisements per month for two-bedrooms. Not only are City of Sun Valley employees getting locked out of sales markets, but now they’re competing for scant rental availability against other regional employees.

Ketchum & Sun Valley - Single Family



Ketchum & Sun Valley - Condo/Townhouse



Below-median price housing stock in the North Valley is typically mid-1970's construction which is older, less energy-efficient, and often in need of updating and significant repair. These added costs are hidden from the sales price data and typically only reflected after a dwelling has been "flipped."

The housing needs of City employees vary widely:

- A few own homes outright.
- A few own homes with mortgages.
- The majority are renters.

Any City-sponsored housing program should have a primary goal of encouraging homeownership as a way of increasing longevity. Authorizing payments from this program for those who already own one or more homes outright is counter to the goal of increasing rates of homeownership and longevity.

ASSETS

The Workforce Housing Fund has a balance entering FY 2017 of \$150,646. This fund continues to be depleted annual by an average amount of approximately \$27,000. At this current rate of expenditures, with no new influx of cash, the fund will be depleted entirely by FY 2022.

	<u>FY 2014</u> <u>Actual</u>	<u>FY 2015</u> <u>Actual</u>	<u>FY 2016</u> <u>Estimated</u>	<u>FY 2017</u> <u>Proposed</u>	<u>FY 2018</u> <u>Anticipated</u>
Beg. Balance	\$233,940	\$199,089	\$146,904	\$150,646	\$124,283
End Balance	\$199,089	\$146,904	\$150,646	\$124,283	\$98,687
Net Change	-34,851	-52,995	+3,742	-26,363	-25,596

Expenses include such outlays as the employee housing allowance for the Fire Chief and Streets Superintendent, the annual contribution to the Blaine County Housing Authority, and maintenance costs for the two City-owned condominiums in the Elkhorn Springs development; in FY 2017, these expenses will total \$41,700. Revenues are derived from fund balance transfers and rents on the two condos.

The two, two-bedroom condominium units at Elkhorn Springs were appraised in late 2015 at approximately \$400,000 in value each. One unit is currently leased to a city staff member, the other unit provides overnight sleeping quarters for on-call firefighters. When the new fire station sleeping quarters are complete in 2016, the second condo may then be available for reuse or sale.

Total assets available for Workforce Housing are thusly \$950,646 entering FY 2017.

The Council has directed Staff to determine highest-and-best use of the workforce housing fund and assets.

DEVELOPING AN EMPLOYER-ASSISTED HOUSING PROGRAM

Employer-Assisted Housing (EAH) Programs were originally conceived as a tool for recruiting senior-level employees. As the rise in housing costs continue to outpace the rise in wages across the county, many employers now offer housing assistance across their entire organization. EAH Programs have the potential to benefit a large number of employees. The city has never considered nor adopted an EAH, so it's explained in detail below.

Employer-assisted housing is a term used to describe a variety of housing benefits employers can offer to help their workforce afford homes. EAH provides benefits to the employees, employer, and the community at large.

Benefits to the Employee

- Contributes to increased financial stability.
- Can reduce commute times and related stress.
- Improved work/life balance & quality of life.
- Can be customized to meet employee needs and the employer's budget.

Benefits to the Employer

- Reduced tardiness, absenteeism and turnover.
- Increased productivity, higher morale.
- Enhanced recruitment and retention.
- Can be customized to meet employee needs and the employer's budget.

Benefits to the Community

- Reduced traffic and demand on public infrastructure.
- Linked to increased local investment.

NEXT STEPS

In addition to surveying the employees, the city should conduct an internal review of its operations. Issues to consider include:

- Recruitment challenges.
- Retention or productivity concerns.
- Proximity for essential and safety personnel, and department heads.
- Succession planning.

Finally, a cost-benefit analysis should be performed. This analysis will help the City establish annual budgets and other program limitations.

SET PROGRAM GOALS

What are the desired outcomes for the program? The final part of any EAH Program is to evaluate its effectiveness. The program's success will be measured with respect to the goals set out for the program. Goals to consider may include, but are not limited to:

- Increasing the percentage of homeownership among employees.
- Reducing turnover (city-wide or within certain departments).
- Reducing employee commute time.
- Recruiting new employees.

ESTABLISH EMPLOYEE ELIGIBILITY

The goals the city sets for an EAH Program will help establish eligibility criteria. The city will have to decide which employees are eligible and at what point they become eligible. The eligibility does not have to be uniform across all departments. For example, if the goal is to improve recruitment for the police department it would make sense to make the program available upon hire. But if the goal in the streets department is employee retention, employees may become eligible after a certain length of employment.

Criteria to consider may include, but should not be limited to:

- Household income limits.
- Net worth limits.
- First-time homebuyers (per HUD/FHA definitions).
- Personal financial resources required to participate.
- Geographic proximity and response times.

The city may need to develop restrictions because of limited financial resources, limited administrative capacity or to target departments with acute needs. The City could also make programs available on a first-come, first-served basis. Excluding certain classes or income categories of employees may hamper recruitment or retention efforts.

SURVEY

To gauge interest in employee housing programs, BCHA and the City jointly undertook a survey of all employees – full-time, part-time, and on-call. The survey was emailed to 30 regular employees and 21 paid-call firefighters. 23 of 51 responses were received and collected to create an inventory of options.

Profiles of the responses received include:

- Employment Status: 16 full-time, 5 paid on-call, and 1 full-time temporary employees
- Housing Status: 11 rent, 9 own, and 3 “other” situations, to include living with family
- Housing Interest: 16 would own, 10 would rent, 7 would build
- Housing Burden: 5 employees greater than 30% of income; 14 greater than 20%

Selected Statistics					
	Min	Max	Average	Median	Notes
Employment Income	30,000	130,345	59,141	48,500	
Monthly Housing Obligation	450	2,785	1,351	1,200	
Commute Times (minutes)	1	65	17	10	National average is 30 minutes
Total Household Income	25,000	210,000	71,837	63,000	
Residence in Wood River Valley	1	59	17.8	14	
Adults in HH	1	3	1.52	1	Mostly single-adult householders indicates future change in housing needs
Children in HH	0	6	.74	0	Predominantly no-children at home indicates future change in housing needs
Downpayment Savings	0	85,000	14,608	0	Median savings divided by 3.5% FHA required downpayment doesn't reach median home affordability.

Which of the following housing styles would you consider living in? (check all that apply)		
Answer Options	Response Percent	Response Count
Single-Family Home	78.3%	18
Townhome	56.5%	13
Condo	56.5%	13
Apartment	34.8%	8
Farm / Ranch	39.1%	9
Cabin	26.1%	6

Which communities are you interested in living in? (check all that apply)		
Answer Options	Response Percent	Response Count
Ketchum	73.9%	17
Sun Valley	56.5%	13
Hulen Meadows / North of Ketchum	39.1%	9
Mid-Valley	52.2%	12
Hailey	30.4%	7
Bellevue	4.3%	1
South Valley / Triangle	17.4%	4
Carey / Picabo	13.0%	3
Shoshone	4.3%	1
Fairfield	4.3%	1
Other (please specify)	4.3%	1

What types of City-sponsored housing assistance programs would you be interested in? (check all that apply)		
Answer Options	Response Percent	Response Count
Down payment / closing cost Assistance	21.7%	5
Rental Assistance / Subsidies	56.5%	13
Short-term Security Deposit Loans	8.7%	2
Monthly housing stipend or living allowance	95.7%	22
Commuting assistance / Vanpool programs	17.4%	4
Vehicle Allowance	60.9%	14
Access to free/subsidized City-owned housing	21.7%	5
Equity share programs for home ownership (ex. 25% share would give city 25% of net proceeds upon sale)	8.7%	2

OTHER THOUGHTS FROM RESPONDENTS

- “Build more affordable housing”
- “I feel the city needs to provide a monthly housing Stipend to Emergency Responders that live within city limits and surrounding areas. “
- “Assistance with HOA dues would help keep me in Elkhorn long term”

- “Property tax deductions for first responders”
- “Property management positions. city employees should have a chance to become onsite property managers”
- “Apartments next to the fire station”

The survey also had some interesting data anomalies. One respondent’s employment income was higher than their household income. A few respondents identified monthly obligations substantially higher than their gross income. Because the results are anonymized, we can’t obtain clarification, and so we’ll ignore the impacts on the aggregate statistics, but acknowledge the additional margin of error.

ANALYSIS

Employees were asked to rank their preferred housing assistance choices.

Housing Choice Average Rank	
Monthly housing stipend or living allowance	2.04
Rental Assistance / Subsidies	3.52
Vehicle Allowance	3.74
Down payment / closing cost Assistance	4.43
Access to free/subsidized City-owned housing	4.91
Commuting assistance / Vanpool programs	5.65
Short-term Security Deposit Loans	5.74
Equity share programs for home ownership	5.96

CASH BENEFITS

The survey results clearly indicate a preference for cash benefits, like a monthly housing stipend or rental assistance, with down payment assistance following closely behind. This indicates that participants primarily value choice and flexibility, and seek to offset existing burdens without taking on new obligations like a new home with mortgage.

An unintended consequence of cash benefits are that they are typically subject to income taxes and withholding, and thus results in only 60-75% of the payment serving its intended purposes. Cash payments also increase base income for calculating everything from student loan payments to child support and alimony, further reducing the available amount for housing purposes.

Cash payments can be established in numerous ways, based on:

- Salary
- Household income
- Number of dependents
- Existing housing burden
- Longevity

Though these types of metrics are each used in various programs, they all have varying degrees of “fairness” in that the resulting calculations may cause inequitable gains between comparable employees or may even elevate subordinates’ salaries over those of their supervisors.

Standard stipends for all employees, based on local affordability indexes, are the most equitable programs. Subtracting the regional average/median housing cost from the regional average/median affordable threshold would close the affordability gap. Such calculations should only include North Valley rental figures, as the majority of respondents prefer to live in Ketchum (74%), Sun Valley (57%), or Mid-Valley (52%), with Hailey and Bellevue receiving 30% and 4% respectively... and because the fund’s enabling resolution specifically states the workforce housing monies shall be used in the North Valley.

Given that the average monthly 3-bedroom rent in the North Valley was \$2,426 in 2016, and the average housing burden is \$1,478, the average affordability gap for Sun Valley employees is approximately \$950 per month, though not all employees will need or want a 3-bedroom rental home. These payments, if offered to all survey respondents, would deplete the fund in approximately 40 months; if offered to all employees, would deplete the fund in 20 months. Due to limited funding, it’s recommended that a subsidy program be offered to priority personnel first, and prorated based on work hours.

Finally, cash payments increase short-term job satisfaction and aid in recruiting new employees, but do not have a demonstrated effect of increasing longevity.

DOWN PAYMENT ASSISTANCE

Based on the average and median down payment savings, home ownership may not seem like a feasible option for many Sun Valley employees. Also, given the large number of single-householder and no-child families, homeownership may seem like a future decision and not necessary for the present, but as employees choose to have families, their home preferences will change; if neither suitable housing nor financing options are available, employees will often leave instead.

Homeownership is one of the best ways to recruit and retain employees as well as decrease turnover; turnover costs can range from 50-150% of an employee’s salary, including expenses incurred in recruiting and training new staff as well as through temp and overtime salaries.

Down payment assistance (DPA) programs are often grants or loans from employers to provide the necessary 3.5-20% down payment for the purchase of a home: 3.5% is the minimum downpayment for FHA-approved first-time homebuyer mortgages, 5% is the minimum for some non-FHA programs but requires private mortgage insurance, and 20% is the generally-accepted threshold for not requiring PMI.

Most DPA programs have a vesting schedule at which a loan is forgiven after a specified length of service; many programs are fully vested at 60 months or 5 years of full-time service. Vesting can occur on monthly or yearly frequencies – one example program vests 1/60th of the loan value per month, resulting in a 5-year vesting schedule. The DPA is often secured by a lien on the property, and stays on the property in the event that the employee leaves service before vesting is complete.

Based on household incomes provided in the survey, and the affordability threshold of 30%, and a necessary 20% down payment, the City could provide down payment assistance for all 23 survey respondents at the cost of \$1,376,875. With assistance at 5% down, the City could serve the respondents at a total cost of \$344,218. It’s important to note that for less than the proceeds of sale from one condominium, the City could assist 23 of its staff in owning homes – which contributes to longevity and increased economic activity in the community.

Equity sharing was another down payment option included in the survey but was the least popular option. (This could be because it wasn't explained in detail, or due to actual preference.) The concept is that if the City provides the \$20,000 down payment on a \$100,000 home, the City would collect \$40,000 when the home later sells at \$200,000. The proceeds from the sales could return to the Workforce Housing Fund to perpetuate the fund for future use. Despite the lack of interest from survey respondents, it should still be explored as an option due to the ability of the City to periodically regrow the fund.

OTHER OPTIONS

We included other assistance types on the preferences rankings for the survey. Vehicle allowances were a more popular option than down payment assistance, but it's been shown that for every \$1 saved on housing by commuting further, the commuter will spend \$0.77 on transportation related costs. This program would suffer from some of the other difficulties with cash payment programs, and if specifically tied to vehicle costs, would simply increase the "downvalley effect" and traffic problems between the South and North Valley. This program would not meet most of the intent of the Workforce Housing Fund, but was important to include to gauge relative interest.

Options such as commuting programs, vanpool or rideshare, and short-term security loans were all widely panned by respondents.

CONSTRUCT EMPLOYEE HOUSING

With build costs at \$150-220 per square foot for affordable housing, the City could only expect to build between four and six 1000sf units, and could likely only achieve those costs if buying in to a larger project somewhere else in the North Valley. Land costs are the most prohibitive component of development at this time in the North Valley, raising the cost of completed square footages into the \$400-500 range in Ketchum alone.

One suggestion from the survey was to construct apartments next to the Fire Station, similar to what Ketchum Fire Department has done at their Greenhorn Station. Due to a lack of available land, this option is not feasible at this time, but could be explored with the Sun Valley Elkhorn Association, who owns the adjacent vacant parcel.

CONTINUE CURRENT OPERATIONS

The City can continue to operate the condominiums in Elkhorn Springs much as they have with no action required. City employees currently receive reduced rents in exchange for "chores" at the Fire Station, but such a program can serve, at most, four city employees. The condos are expected to generate a net profit in FY 2017, but – due to other expenses and a lack of steady revenue – the Workforce Housing Fund will be depleted as early as FY 2022.

MARKET RATE RENTALS

The deed restrictions on the condominium units are held by the City and may be vacated. The units were purchased with Workforce Housing Fund monies, so any market rents from the units would necessarily be returned into the fund. Market-rate rentals for two-bedrooms in the Elkhorn area are currently in the \$1400-1500 per month range, resulting in gross revenue to the City of up to \$36,000 per year; such actions would not, however, best serve our employees or regional low-income workers... and being a market-rate landlord is probably not the best use of government funds and time.

CONCLUSION AND RECOMMENDATION

In summary, City employees would prefer – by a large margin – to own their homes and they want to do so in the North Valley to be closer to work and activities. The resort nature of the community has led to an increase in second-home ownership, which has resulted in an affordability crisis that keeps many employees from being able to own – or simply rent – housing close to their place of employment. Commuting stresses can result in work productivity decreases and the lack of long-term home-ownership solutions can result in employee turnover. The City should expand upon the goals in the Workforce Housing Fund and provide housing affordability to employees of all classes, types, and seniority.

After careful review of the survey data and the efficacies of housing programs in mountain resort communities, Staff makes the following recommendations:

- 1) That the City-owned Elkhorn Springs condominiums be sold and that the proceeds (estimated at \$800,000+) be placed into the Workforce Housing Fund.
- 2) That the City create an Employer-Assisted Housing (EAH) Program intended to assist employees with the cost of living in the North Valley. The North Valley will be defined as properties, within the Big Wood River watershed, which are served from Greenhorn and East Fork Roads northwards to the Sawtooth National Recreation Area's southern boundary.
 - a. That a down payment assistance subprogram be established for all regular full-time and part-time employees.
 - i. That down payment assistance loans be limited to 5% of the value of an FHA-approved mortgage and be vested monthly on a 60-month schedule, secured by a lien.
 - ii. That City equity-sharing agreements be allowed up to 20% of housing purchase price with no vesting required, and a return of proportional equity upon sale of the property.
 - b. That a rental subsidy subprogram be established for all employees.
 - i. That rental subsidies be provided in an amount based on the affordability gap between an employee's earnings and the median North Valley rental rates for household size.
 - ii. That the amount of the subsidy will be pro-rated based on the employee's average monthly scheduled work hours in relation to full-time employment. (ie, an employee with 40 hours per week gets 100%, 20 hours per week gets 50%.)
 - iii. That such a program would prioritize public safety and Streets Department personnel, followed by other permanent part-time and full-time City staff, and then temporary staff.
 - c. That, for enhancing retention and recruitment objectives, the EAH programs should be available to all staff, but be limited to those who are:
 - i. renters; or
 - ii. FHA/HUD qualified first-time homebuyers; or
 - iii. relocating employees when sufficient need can be established; or
 - iv. employees who need to change home size or type due to family or medical changes.
 - d. That employees may only be able to take advantage of one of the subprograms at a time, and only for their primary residence.
 - e. That such a program be administered by the City Administrator at the direction of the Mayor and Council.
- 3) That additional sources of revenue be identified and programmed, as they are necessary to keep the fund solvent beyond FY 2022, regardless of the sale of the Elkhorn Springs condos.

Appendix A - Resolution 2005-02

RESOLUTION 2005-02
A RESOLUTION OF THE CITY OF SUN VALLEY, IDAHO
ESTABLISHING A WORKFORCE HOUSING FUND

WHEREAS, the *City of Sun Valley Comprehensive Plan Update* adopted by Ordinance No. 272, October 1994 (*Comprehensive Plan*) states the City "will promote a mix of housing types for families of different social and income levels in Sun Valley, including public actions and private incentives which will produce affordable housing"; and

WHEREAS, the *Comprehensive Plan* states that, "The City of Sun Valley recognizes the need for affordable workforce housing for at least three user groups including City employees, private sector employees and the general public," including those with low to moderate incomes..."; and

WHEREAS, the City has taken into consideration the Blaine-Ketchum Housing Authority *Housing Needs Study*, dated January, 1997, the Blaine County *Housing Needs Update*, dated May, 2002, and *Rent and Sale Analysis for Blaine County, Idaho*, dated June, 2001, which identify the need for the provision of affordable workforce housing in response to escalating free market housing prices and rents which are far above the level that is affordable for employees earning mid-level and low wages. Therefore, a shortage exists in the supply of housing needed for essential emergency personnel, professional trades and service workers which are necessary to support the community and the resort economy; and

WHEREAS, the City has the responsibility for the health, safety and welfare of its citizens and wishes to ensure that affordable workforce housing is provided over time for its essential services personnel, including but not limited to police officers, firefighters and medical personnel; for its personnel who need to reside within a reasonable response time to provide City services; for service workers and professional staff who are integral to the welfare of the community and the resort, including but not limited to teachers, retail and commercial employees, technicians, summer and winter resort employees; and

WHEREAS, the City believes that a multi-faceted strategy is needed to provide for a reasonable supply of affordable workforce housing, including the involvement and cooperation of the private sector, local governments, employers, residents, federal agencies, nonprofit agencies such as the Blaine-Ketchum Housing Authority; and

WHEREAS, the City anticipates the continuation and expansion of a multi-faceted strategy, including the appropriation of General Fund revenues from time to time and near and long term partnerships with the private sector which will provide for funding and/or development of affordable workforce housing units; and

WHEREAS, a multi-faceted strategy, including revisions to the applicable zoning codes to support development of Accessory Dwelling Units, increases in density to provide workforce housing which ensures compatible building design, lot size adjustment and bonus densities; and

WHEREAS, the City wishes to guarantee that any and all revenues appropriated and/or collected for the provision of affordable workforce housing are used exclusively for the purpose of planning, purchasing, developing or acquiring workforce housing units, including any interest on these revenues; and

WHEREAS, the City wishes to ensure that workforce housing revenues are used in an effective and timely manner either solely by the City or through public and private partnerships and, therefore, does not wish to see funds held beyond a reasonable period of time to plan, develop and/or purchase affordable workforce housing units; and

WHEREAS, the City has Cash Carry Forwards from the 2003-04 Fiscal Year Budget in the estimated amount of \$565,145 after the reservation of reserve funds and other prioritized appropriations.

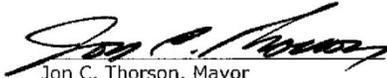
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SUN VALLEY, BLAINE COUNTY, IDAHO, THAT:

1. There is hereby established the City of Sun Valley Workforce Housing Fund ("Workforce Housing Fund"). Any and all City revenues which are appropriated or collected for the purposes of providing for affordable workforce housing will be deposited and maintained in the Workforce Housing Fund. Such revenues to the Workforce Housing Fund shall not be commingled with any other City funds or accounts. All interest accruing on monies in the fund shall be apart of the Workforce Housing Fund except for interest accruing on monies

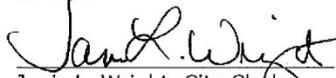
which may be appropriated to Workforce Housing Fund from the City's general operating and special funds. This interest shall be credited to the City's General Fund.

2. The City hereby will prepare for Council consideration and action an ordinance appropriating \$300,000 of its 2003-04 Cash Carry Forward Funds to the Workforce Housing Fund.
3. Separate accounts may be created within the Workforce Housing Fund from time to time to ensure that revenues are used for the purposes collected upon such designations in the future. Examples of designations include job linkage payment in lieu fees, inclusionary zoning payment in lieu fees, appropriations of General Funds for deficit housing and/or emergency personnel needs, etc.
4. The Workforce Housing Fund revenues will be appropriated in accordance with all City and State budgetary requirements, including public hearings and notice procedures.
5. The Workforce Housing Fund shall be administered by the Mayor or his/her designee(s) who shall have the authority to govern the Workforce Housing Fund consistent with the Resolution and to prescribe procedures for the use of monies in the fund, subject to approval by the Council.
6. The purpose and use of the funds is as follows:
 - a. Monies deposited in the Workforce Housing Fund including any interest earnings on such monies (see Number 1 above) shall be used solely to increase and improve the supply of rental and/or for sale workforce housing affordable to households of moderate, low income households and whose income is derived from employment within Sun Valley or, when found appropriate by the City, employed within Blaine County in an area commonly known as the North Valley, including the City of Ketchum and the area in Blaine County commonly known as River Run (River Run).
 - b. Monies may be used, but not limited to the acquisition of property and property rights, cost of construction including costs associated with planning, administration, and design as well as actual building or installation, as well as any other costs associated with the construction or financing of affordable workforce housing. Monies may be used to match state and/or federal grants and in projects approved under applicable law.
 - c. Monies in the Workforce Housing Fund shall be used in accordance with the following priorities:
 - i. To the greatest extent possible monies shall be used within the incorporated limits of the City of Sun Valley and River Run.
 - ii. Monies shall be targeted to benefit households at or below 140% of the Area Median Income as published annually by the United States Department of Housing and Urban Development.
 - iii. Monies shall be considered in the near term for ensuring that a sufficient number of essential services personnel, including but not limited to police officers, firefighters and medical workers are granted priority in renting and/or purchasing affordable workforce housing.
 - d. The City shall account for funds in a manner that tracks the receipt of funds by source and amount. All fees collected through Workforce Housing Payment in Lieu provisions, if any, and as may be adopted from time to time, must be used within seven (7) years of collection or returned with any accrued interest either by direct refund to the payee or their heir or by a general reduction in annual property taxes due to the General Fund. A first in first out (FIFO) accounting procedure will be used.

PASSED BY THE SUN VALLEY CITY COUNCIL AND APPROVED BY THE MAYOR THIS 17th DAY OF MARCH, 2005.


Jon C. Thorson, Mayor

ATTEST:


Janis L. Wright, City Clerk

CITY OF SUN VALLEY

RESOLUTION 2016-20

A RESOLUTION OF THE CITY OF SUN VALLEY AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR SERVICES WITH MOUNTAIN RIDES

WHEREAS, The City of Sun Valley (“the City”) is a municipal corporation duly organized and existing under the laws of the State of Idaho Code §50-101 et seq.; and

WHEREAS, Pursuant to Idaho Code § 50-301 and § 50-302, the City is empowered to enter into contracts and take such steps as are reasonably necessary to maintain the peace, good government and welfare of the City and its trade, commerce and industry; and

WHEREAS, Mountain Rides Transportation Authority is an Idaho Transportation Authority, formed and existing pursuant to a Joint Powers Agreement duly executed, extended, and recorded as Instrument #629888 in Blaine County, Idaho (recorded 9/29/15);

WHEREAS, the City desires to enter into an agreement with Mountain Rides to provide transportation services for the City and to residents and visitors of Sun Valley, including operating, managing, and running a transportation system which meets the needs and demands of both the residents and tourists of Sun Valley; and

WHEREAS, the City of Sun Valley and Mountain Rides have agreed to the terms and conditions of the Contract for Services, a copy of which is attached hereto as “Exhibit 1”; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUN VALLEY, IDAHO,

SECTION 1: That the City of Sun Valley has approved funding for services with Mountain Rides in the amount of two hundred ninety-five thousand dollars (\$295,000.00).

SECTION 2: That the Mayor is hereby authorized to execute an FY 17 Contract with Mountain Rides.

SECTION 3: That this Resolution shall be known as Resolution No. 2016-21 of the City of Sun Valley, Idaho and shall be in full force and effect from and after its passage and approval.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS _____ DAY OF OCTOBER 2016.

Peter Hendricks, Mayor

Attest:

Nancy Flannigan, Assistant City Clerk

EXHIBIT 1

CONTRACT FOR SERVICES

MOUNTAIN RIDES TRANSPORTATION AUTHORITY

THIS CONTRACT FOR SERVICES (hereinafter the "Contract") is made and entered this _____ day of October, 2016, by and between the **CITY OF SUN VALLEY, IDAHO**, a municipal corporation (hereinafter referred to as "the City") and the **MOUNTAIN RIDES TRANSPORTATION AUTHORITY** (hereinafter referred to as "Mountain Rides"), an Idaho Transportation Authority, formed and existing pursuant to a Joint Powers Agreement duly executed, extended, and recorded as Instrument #629888 in Blaine County, Idaho (recorded 9/29/15). This Contract is hereby entered into in contemplation of the following findings:

FINDINGS

1. Sun Valley is a municipal corporation duly organized and existing under the law of the State of Idaho §50-101 et seq.
2. Mountain Rides is an Idaho Transportation Authority formed and existing pursuant to a Joint Powers Agreement duly executed and recorded as Instrument #629888 in Blaine County, Idaho.
3. The City is a destination resort city as defined by Idaho Code § 50-1044, as it derives a major portion of its economic well-being from businesses catering to the recreational needs of people traveling to the City for an extended period of time. The City, as a resort city, is eligible to collect a local option non-property tax.
4. Pursuant to Idaho Code §50-301 and §50-302, the City is empowered to enter into contracts and take such steps as are reasonably necessary to maintain the peace, good government and welfare of the City and its trade, commerce and industry. Accordingly, the City has the power as conferred by the State of Idaho to provide directly for certain promotional activities to enhance the trade, commerce, industry, and economic wellbeing of the City.
5. City Ordinances Nos. 389 and 456 provide for the imposition of a non-property tax on the sales price of certain property sold or otherwise transferred in the City. Pursuant to the language of the Ordinances, which were approved by the voters of the City, the municipal sales tax revenue derived shall be used for, among other things, public transportation, information, education and economic development activity.
6. Mountain Rides provides an efficient and responsive public transportation system which is easily identifiable, is coordinated in a manner to encourage the ease of ridership, is charged with planning and implementation of multi-modal transportation technologies, when feasible, and will seek to reduce the congestion and pollution of individual vehicular trips within Blaine County.
7. Mountain Rides' mission is to establish, implement, maintain, fund and operate a comprehensive public transportation system by motor buses, vans or other appropriate means, including but not limited to multi-modal transportation systems, on a scheduled or unscheduled and charter basis throughout Blaine County for the benefit of the inhabitants and visitors in Blaine County.

8. The organizational goals of Mountain Rides are consistent with the purposes and findings included in Ordinance Nos. 389 and 456.

9. Mountain Rides has faithfully and diligently carried out its mission to provide services that promote and enhance the trade, commerce and industry of the City. It is in the best interests of the public health, welfare and prosperity of the City to provide regional transportation services.

10. It is the intention of the City to contract with Mountain Rides to provide such services for consideration as hereinafter provided.

11. Mountain Rides desires to enter into a contract with the City to provide transportation services all as hereinafter provided.

NOW, THEREFORE, on the basis of the foregoing findings the parties agree as follows:

1. Services to be Provided by Mountain Rides. Mountain Rides hereby agrees to provide transportation services for the City and to provide public transportation services to residents and visitors to the City and the MOUNTAIN RIDES service area, within the confines of the Mountain Rides budget. Services provided are set forth in the attached Exhibit A - FY2017 Service Plan. Mountain Rides agrees that it shall provide, at its sole expense, all costs of labor, materials, supplies, business overhead and financial expenses, insurance, fidelity bonds, and all necessary equipment and facilities required to provide the transportation services as set forth in this Contract.

2. Term. The term of this Contract shall commence on the 1st day of October, 2016, and shall terminate on the 30th day of September, 2017.

3. Consideration.

(a) In consideration for providing the services herein described, the City agrees to pay to Mountain Rides the total sum of TWO HUNDRED NINETY-FIVE THOUSAND DOLLARS (\$295,000), payable in four equal quarterly installments on November 15, 2016; February 15, 2017; May 15, 2017; and August 15, 2017. Mountain Rides will provide the City with an invoice 30 days in advance of the due dates setting forth the amount of the installment due. The City shall pay Mountain Rides the amount set forth in such invoice no later than thirty (30) days after the date of such invoice.

(b) The City's contribution to the Mountain Rides FY 2017 Budget is part of a budget adopted by the Mountain Rides Board at its regular board meeting on September 21, 2016. An attachment of the adopted budget along with a revenue break out of each partner is included as Exhibit B.

(c) In consideration and as part of this Contract, Mountain Rides agrees to provide a mid-year report to the Sun Valley City Council including activities, ridership, financial conditions and other pertinent information helpful to assessing the current condition of the transportation system. This report will be delivered before April 1, 2017 for presentation at the April 2017 City Council meeting. In addition, Mountain Rides will provide a report and budget request to coincide with the City's budget deliberations for the next budget year.

(d) Notwithstanding the requirements to subparagraph 3(a) above, the parties recognize and agree that payment source for the services called for herein is local option sales tax revenue. The City, as part of its budgeting process, has projected historical sales tax revenue data to determine it can retain Mountain Rides for the consideration called for herein. In the event the City fails to collect such local option tax revenue during the term of this Contract for any reason, the City may, at its sole option, terminate, or adjust the payments to Mountain Rides by reducing its contribution by the same ratio that the LOT revenues are below the projections, this Contract upon thirty (30) day written notice to Mountain Rides. In the event of such termination, Sun Valley shall have no further responsibility to make payment to Mountain Rides under this Contract beyond the thirty (30) day notice period. In the event that budgeted revenue from any of Mountain Rides' funding partners (local government, federal government, fares, or private business funding) identified in the Mountain Rides' FY2017 adopted budget is not collected as expected, Mountain Rides may need to make adjustments to its adopted FY2017 Service Plan in order to balance revenue with expenses. In this event, Mountain Rides will give notice to the City as to the adjustments that impact transit service within the City. Mountain Rides and the City will work to come to a mutually- acceptable adjusted service plan. If a mutually-acceptable adjusted service plan cannot be reached, the City can terminate this Contract upon thirty (30) day written notice to Mountain Rides.

4. Termination. The City may, at its sole discretion, terminate this Contract immediately upon 120 days written notice to Mountain Rides with or without cause. In the event of such termination, the City shall have no further responsibility to make any payment to Mountain Rides under this Contract. The City reserves the right to request an independent audit under the provisions herein upon termination, and such audit obligation and cost on the part of Mountain Rides shall survive any termination of the contract.

5. Equal Employment Opportunity. Mountain Rides covenants that it shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin.

6. Default. In the event either party fails to perform its responsibilities, as set forth in this Contract during the contract term, this Contract may, at the option of the non-defaulting party, be terminated. Upon termination under this paragraph, Mountain Rides, in the event it intentionally breaches its responsibilities, shall not be entitled to receive any unpaid installments of the consideration called for in paragraph 3 of the Contract.

7. Independent Contractor Status. The parties acknowledge and agree that Mountain Rides shall provide its services for the fee specified herein in the status of independent contractor, and not as an employee of the City. Mountain Rides and its agents, employees, and volunteers, shall not accrue leave, retirement, insurance, bonding, or any other benefit afforded to employees of the City. The sole interest and responsibility of the City under this Contract is to assure itself that the services covered by this Contract shall be performed and rendered by Mountain Rides in a competent, efficient and satisfactory manner.

8. Hold Harmless. Any contractual obligation entered into or assumed by Mountain Rides, or any liability incurred by reason of personal injury and/or property damage in connection with or arising out of Mountain Rides' obligations pursuant to this Contract shall be the sole responsibility of Mountain Rides, and Mountain Rides covenants and agrees to indemnify and hold the City harmless from any and all claims or causes of action arising out of Mountain Rides' activities and obligations as set forth hereinabove, including, but not limited to, personal injury, property damage, and employee complaints.

9. Non-Assignment. This Contract may not be assigned by or transferred by Mountain Rides, in

whole or in part, without the prior written consent of the City.

10. Miscellaneous Provisions.

- (a) Paragraph Headings. The headings in this Contract are inserted for convenience and identification only and are in no way intended to describe, interpret, define or limit the scope, extent or intent of this Contract or any of the provisions of the Contract.
- (b) Provision Severable. Every provision of this Contract is intended to be severable. If any term or provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Contract.
- (c) Rights and Remedies are Cumulative. The rights and remedies provided by this Contract are cumulative and the use of any one right or remedy by any party shall not preclude nor waive its rights to use any or all other remedies. Any rights provided to the parties under this Contract are given in addition to any other rights the parties may have by law, statute, ordinance or otherwise.
- (d) Successor and Assigns. This Contract and the terms and provision hereof shall inure to the benefit of and be binding upon the heirs, personal representatives, successors and assigns of the parties hereto.
- (e) Entire Contract. This Contract contains the entire agreement between the parties respecting the matters herein set forth and supersedes all prior agreements between the parties hereto respecting such matters.
- (f) Governing Law. This Contract shall be construed in accordance with the laws of the State of Idaho.
- (g) Preparation of Contract. No presumption shall exist in favor of or against any party to this Contract as a result of the drafting and preparation of the document.
- (h) No Waiver. No waiver of any breach by either party of the terms of this Contract shall be deemed a waiver of any subsequent breach of the Contract.
- (i) Amendment. No amendment of this Contract shall be effective unless the amendment is in writing, signed by each of the parties.

IN WITNESS WHEREOF, the parties have signed this Contract the day and year first above written.

MOUNTAIN RIDES
TRANSPORTATION AUTHORITY

CITY OF SUN VALLEY

By
Jason Miller, Executive Director

Peter Hendricks, Mayor

ATTEST:

Nancy Flannigan, Assistant Clerk/
Assistant Treasurer



FY2017
Transportation
Service Plan

FINAL

Adopted September 21, 2016

Seasons of service – FY2017

Season	FY2016	FY2017
Early Winter	Nov 26 – Dec 18	Nov 24 – Dec 16, 2016
Peak Winter	Dec 19 – Apr 1	Dec 17, 2016 – Mar 26, 2017
Late Winter	Apr 2 – close of mtn	Mar 27, 2017 – close of mtn
Spring slack	Day after mtn close – June 17	Day after mtn close – June 16, 2017
Summer	June 18 – Sept 5	June 17, 2017 – Sept 4, 2017 (thru Labor Day)
Fall slack	Sept 6 – Nov 23	Sept 5, 2017 – Nov 22, 2017

FY2017 SERVICE PLAN OVERVIEW – TOWN ROUTES in Ketchum and Sun Valley

<p><u>BLUE ROUTE</u>, year-round route connecting Warm Springs, Ketchum and Sun Valley</p>	<ul style="list-style-type: none"> Additional Night Owl improvements on Blue Route will continue by extending night service in the winter until 2:30am and until 1:30am in the summer (currently, buses end at 1:30a in winter and 12:00a in the summer) Year-round Blue Route improvements will continue in the spring and fall with an increase to 30 minute frequency throughout the entire day (7a-6:30p), 7 days per week year-round (currently, there is only 30 minute frequency from 7a-10:30a and 2:30p-6:30p and there is a midday gap between 10:30a and 2:30p where there is only hourly frequency) Keep current routing (where and how the route goes) and current route timing (when the bus arrives and leaves at each stop) the same
<p><u>GREEN ROUTE</u>, currently a year-round route connecting Ketchum, River Run, St Luke’s Hospital and the Meadows, but THIS ROUTE will be replaced with alternative service.</p>	<ul style="list-style-type: none"> Run route Mon – Fri from 7:15a – 10:30a and 2:30p – 5:45p with 30 minute frequency (no service between 10:30a – 2:30p) until alternate service plan is established for Meadows passengers. Mountain Rides is exploring these alternative: <ol style="list-style-type: none"> 1. Vanpool operated by residents of Meadows 2. Purchase of service through taxi or ride hailing option that Mountain Rides would subsidize 3. Demand response service operated by Mountain Rides in a small van. <p>Current route will run until an acceptable alternative is determined and approved by the Mountain Rides board.</p>
<p><u>RED ROUTE</u>, winter and summer service connecting West Ketchum, River Run to Elkhorn Neighborhoods</p>	<ul style="list-style-type: none"> Winter service will be 30 minute frequency entire winter from mountain open until mountain close <ul style="list-style-type: none"> - currently Red Route operates with hourly frequency during the early and late winter, and only operates 30 minute frequency from Christmas through end of March - Twin Creeks service will be operated as on-demand service 930am-330pm during winter (passengers on board will request drop off) Spring and fall service will be improved to an on-demand service whereby anyone can request service to/from any points that Red Route operates with advanced reservation (could be similar to solution for Green Route) <ul style="list-style-type: none"> - Mountain Rides is evaluating whether Uber or taxi could be an effective solution for this request service Summer service hours will be reduced to 8:30a-3:30p, Monday – Saturday with no Sunday service. Summer frequency will remain the same at 60 minutes, and Special Symphony night service extension will continue. <ul style="list-style-type: none"> - currently Red Route summer service is 8:30a-5:00p, seven days/week
<p><u>SILVER ROUTE</u>, winter service connecting Sun Valley Village and River Run</p>	<ul style="list-style-type: none"> No changes to current routing, timing or schedule (run exactly the same as this past winter) Runs 7 days/week 8am-6:26pm from Sun Valley Village to River Run Plaza 30 minute frequency during early/late winter season and 15 minute frequency during peak winter season
<p><u>Bronze Route</u>, winter service connecting Sun Valley Village and Warm Springs</p>	<ul style="list-style-type: none"> No changes to current routing, timing or schedule (run exactly the same as this past winter) Runs 7 days/week 8:30am-3:30pm with a midday gap from 11am-1:15pm 30 minute frequency Peak Winter season only

FY2017 SERVICE PLAN OVERVIEW – VALLEY and HAILEY Routes, and NEW Services

Valley Route, year-round service connecting Bellevue, Hailey, Ketchum and Sun Valley

- For FY2017, continue all existing FY2016 existing service levels, which are already improved over FY2015, PLUS:
 - Add 2 additional Valley Route roundtrips - 1 during weekdays to fill midday service gap (12p-1p) and 1 new evening trip
 - Add 1 additional weekend trip during morning commute time
- No changes to current routing
- 18 RTs weekends, 8 RTs weekends for FY2017

Hailey Route, year-round, around Hailey

- Add 1 hour of service in order to operated 7:30a until 5:30p Monday – Friday with 1 hour headway
- Route and timing will remain the same.

VALLEY AIRPORT EXPRESS – New route

- This route will run as an express from Sun Valley and Ketchum to Friedman Airport from December 17- March 26 to connect to majority of flights throughout the day.

GALENA WINTER ROUTE – New route

- This route will run for a 7 week trial from Dec 22nd until Feb 5th for Thurs-Sun service between Ketchum, Sawtooth National Recreation Area office, and Galena Lodge.

Blue Route

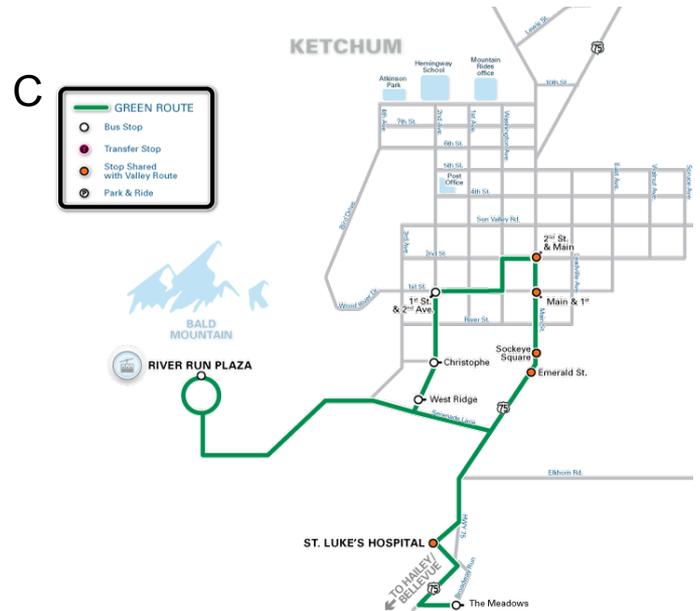


Hours FY16	Hours FY17	Average productivity
9700	10500	19 riders/hour

Season	FY 2016 Schedule	FY2017 schedule	Notes
Winter	Blue 1 – 7a-10:30p Blue 2 – 7:30a-1:30a	Blue 1 – 7a-10:30p Blue 2 – 7:30a-2:30a	Increase night service
Summer	Blue 1 – 7a-10:30p Blue 2 – 7:30a – 12:30a	Blue 1 – 7a-10:30p Blue 2 – 7:30a – 1:30a	Increase night service
Spring and Fall Slack	Blue 1 – 7a-9:20p Blue 2 – 7:30a – 10:30a and 2:30p-6:30p	Blue 1 – 7a-9:20p Blue 2 – 7:30a – 6:30p	Two buses for 30 minute frequency throughout the day without a midday gap

Green Route

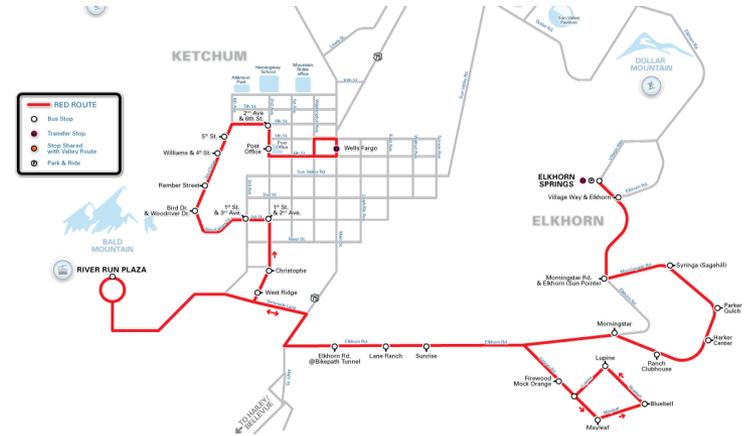
Hours FY16	Hours FY17	Average productivity
1800	500 or less, on demand	3.5 riders/hour (below goal)



Current FY2016 schedule	FY2017 service	Notes
Year-round, same schedule: M-F: 7:15a – 10:30a and 2:30p – 5:45p (no service between 10:30a and 2:30p) 30 min freq.	For those who use route today, offer community vanpool or subsidized taxi/ride hailing service or Mountain Rides demand response. Operate current route until alternative service is available.	The current usage is so low that fixed route service is no longer effective.

Red Route

Current route



FY16 Hours	FY17 Hours	Average productivity
2400	2600	5 riders/hour (7 during peak winter)

Season	Current FY2016 Schedule	FY2017 schedule	Notes
Winter	Red 1 – 8:30a-4:55p Red 2 – 9a-3:55p (Red 2 during peak winter only)	Red 1 – 8:30a-4:55p Red 2 – 9a-3:55p 30 min peak headway all winter long (45 days more service for Red2)	Red 2 will now run all winter (from mtn open until mtn close) and will be 30 minute service for Elkhorn and W Ketchum. Twin Creeks will be on-demand for drop-off requests. Also, new on-demand service will operate when Red Route is not in service for Red Route service area.
Summer	8:30a-4:55p 1 hr headway	8:30a-3:30p 1 hr headway	
Spring and Fall Slack	No service	On demand service starting spring 2017	

Silver Route

Silver Route	Current FY2016 Schedule	FY2017 schedule
Winter only route (mtn open until close)	Runs 7 days/week 8am-6:26pm From Sun Valley Village to River Run Plaza 30 minute frequency during early-late season & 15 minute frequency during peak winter season	No change

Bronze Route

Bronze Route	Current FY2016 Schedule	FY2017 schedule
Winter peak route only (Dec 17 – Mar 26)	Runs 7 days/week 8:30am-3:30pm with a midday gap from 11am-1:15pm 30 minute frequency	No change

NEW Routes - Galena

NEW Route	Proposed FY2017 schedule
Galena service	<ul style="list-style-type: none"> • This route will connect winter enthusiasts from Ketchum with the primary “trailheads” along the North Valley and Galena Winter Trail System (SNRA HQ to Galena Lodge). • Thurs-Sun from 9:45a until 4p with 3 roundtrips and demonstrate the impact public transportation could have on reducing parking demand at high use parking areas throughout the trail system and giving access to visitors who might not otherwise visit. • \$4-6 one way, \$6-10 round-trip, \$2-3 one-way for points between SNRA and Galena

Schedule as of 9/21/16, subject to adjustment

NORTHBOUND	Ketchum	SNRA	Baker	Billy's/Prairie	Galena Lodge
Departure #1	9:45a	10:00a	10:10a	10:15a	10:30a
Departure #2	11:45p	12:00p	12:10p	12:15p	12:30p
Departure #3	2:00p	2:15p	2:25p	2:30p	2:45p
SOUTHBOUND	Galena Lodge	Billy's/ Prairie	Baker	SNRA	Ketchum
Departure #1	10:45a	11:00a	11:10a	11:20a	11:35a
Departure #2	12:45p	1:00p	1:10p	1:20p	1:35p
Departure #3	3:00 p	3:15p	3:25p	3:35p	3:50p

NEW Routes - Airport

NEW Route	FY2017 schedule
Airport service	<p>A direct airport connection between Sun Valley/Ketchum and Friedman will be started for the winter 2016-17 season to serve the majority of flights at Friedman airport for peak winter season</p> <ul style="list-style-type: none"> ○ This will serve dual purpose of Valley Express and will support improved Valley Route service ○ This new service will operate from December 24th until March 26th ○ 5 roundtrips per day, scheduled near most flights – earliest and latest flights possibly serve by Valley Route deviation ○ Fare of \$6 to \$8 one-way for Ketchum-Sun Valley to airport, \$2 into Hailey from airport.

Schedule as of 9/21/16, subject to adjustment

SOUTHBOUND	Sun Valley	Ketchum	Hailey	Airport	Departing Flight times
Departure #1	9:10a	9:15a	9:35a	9:40a	11:10a LAX
Departure #2	10:40a	10:45a	11:05a	11:10a	12:45p SLC, 12:45p PDX, 12:55p SEA
Departure #3	11:45a	11:50a	12:10p	12:15p	1:40p DEN, 2:10p SFO
Departure #4	1:20p	1:25p	1:45p	1:50p	3:30p SLC, 3:55p SEA
Departure #5	3:20p	3:25p	3:45p	3:50p	5:30p SEA, 5:35p LAX
NORTHBOUND	Airport	Hailey	Ketchum	Sun Valley	Arriving Flight times
Departure #1	11:15a	11:20a	11:40a	11:45a	10:40a LAX
Departure #2	12:45p	12:50p	1:10p	1:15p	12:10p PDX, 12:15p SLC, 12:20p SEA
Departure #3	1:55p	2:00p	2:20p	2:25p	1:00p DEN, 1:30p SFO
Departure #4	3:50p	3:55p	4:15p	4:20p	2:45p SLC, 3:20p SEA
Departure #5	5:35p	5:40p	6:00p	6:05p	5:00p LAX

FY17-Other transportation services

- Vanpool services
 - Public routes, Webb routes, Sun Valley Co, Earth and Structure, Community School, and High Country Fusions routes
 - 9-14 routes, depending on time of year
- Safe Routes to School
 - Education, events and encouragement at schools for biking and walking to school
- 5B BikeShare
 - 40 bikes: 20 in Hailey and 20 in Ketchum
 - Look at alternatives for summer 2017 for different operating model
- Multi-modal transportation planning and employer support
 - Bike-ped Master Plan coordination and implementation

			FY2016 Budget REVISED April 2016	FY2017 Budget adopted 9/21/2016	% change FY2016 REVISED vs FY2017	COMMENTS
Income						
41000 - Federal Funding						
	41200 - Federal - 5311		975,000	1,118,648.00	15%	additional funds awarded
	41300 - Federal - 5316		8,000.00	0.00	-100%	program discontinued
	41400 - Federal - 5317		48,000.00	35,000.00	-27%	program discontinued; continuing to use remaining funds
	41600 - Federal - other programs		15,000.00	12,000.00	-20%	
Total 41000 - Federal Funding			1,046,000.00	1,165,648.00	11%	
42000 - State Funding						
	42400 - State - Training		5,000.00	0.00	-100%	reimbursement applied against travel/training expense
Total 42000 - State Funding			5,000.00	0.00	-100%	
43000 - Local Funding						
	43100 - Local - Ketchum		476,850.00	501,500.00	5%	
	43200 - Local - Hailey		57,800.00	61,625.00	7%	
	43300 - Local - Bellevue		1,700.00	4,250.00	150%	
	43400 - Local - Blaine County		102,850.00	110,500.00	7%	
	43500 - Local - Sun Valley		225,250.00	250,750.00	11%	
	43600 - Local - Sun Valley Co./Other Biz		153,850.00	156,400.00	100%	
	43700 - Local - BCRD and other for Galena service		0.00	12,000.00	100%	
Total 43000 - Local Funding			1,018,300.00	1,097,025.00	8%	
44000 - Fares						
	44100 - Fares - Down Valley Cash		85,000.00	95,000.00	12%	more service will increase fares over FY16
	44150 - Fares - Airport Service Cash		0.00	10,000.00	100%	new service
	44200 - Fares - Down Valley Passes		155,000.00	155,000.00	0%	more service will increase fares over FY16
	44250 - Fares - Hailey Route		4,000.00	4,000.00	0%	continued fare; additional service
	44300 - Fares - Vanpool		130,000.00	130,000.00	0%	
	44400 - Fares - ADA		1,000.00	1,000.00	100%	
	44400 - Fares - Galena		0.00	5,000.00	100%	new service
Total 44000 - Fares			375,000.00	400,000.00	7%	

45000 · Revenue					
	45100 · Rev - Advertising	65,000.00	75,000.00	15%	
	45450 · Rev - Misc	500.00	500.00	0%	
	45500 · Rev - Charter/Special Event	17,500.00	18,000.00	3%	
	45600 · Rev - Bike Share	5,000.00	3,000.00	-40%	membership rev; reflects actual
Total 45000 · Revenue		88,000.00	96,500.00	10%	
47000 · Private Donations					
	47100 · Foundations/Other	1,000.00	1,000.00	0%	membership rev; reflects actual
Total 47000 · Private Donations		1,000.00	1,000.00	0%	
48000 - Transfer from Housing Fund		20,000.00	20,000.00	0%	
49000 · Interest Income		100.00	100.00	0%	
49500 · Diesel Tax Refunds		5,267.00	0.00	-100%	applied against fuel expense
50000 · Excess Operating Funds		40,491.00	23,625.00	-42%	add \$20K to balance, based on service increases
Total Income		2,599,158.00	2,803,898.00	8%	
Total 51000 · Payroll Expenses		1,730,258.00	1,955,041.00	13%	reflects increased service, avg 2% merit increase, better support; higher starting wages
Total 52000 · Insurance Expense		111,000.00	113,000.00	2%	
Total 53000 · Professional Fees		41,000.00	46,000.00	12%	FY16 included RM hosting fees for 2015 of \$6K
Total 54000 · Equipment/Tools		14,000.00	14,500.00	4%	0
Total 55000 · Rent and Utilities		38,500.00	25,000.00	-35%	no Hailey storage rental
Total 56000 · Supplies		21,900.00	22,400.00	2%	
Total 57000 · Repairs and Maint.		40,500.00	35,500.00	-12%	
Total 58000 · Communications Exp.		17,500.00	34,000.00	94%	better radios
Total 59000 · Travel and Training		15,000.00	8,000.00	-47%	change in reimbursement (reimbursement credited to expense)
Total 60000 · Business Expenses		6,500.00	5,000.00	-23%	
Total 61000 · Advertising		39,000.00	42,500.00	9%	
Total 62000 · Mrktg and Promotion		48,500.00	27,000.00	-44%	no purchase of app but increased overall spending
Total 63000 · Printing and Repr.		12,500.00	12,500.00	0%	return to old schedule format
Total 64000 · Fuel Expense		225,000.00	222,957.00	-1%	reflects increased service and slight price increase
Total 65000 · Vehicle Maintenance		178,000.00	180,500.00	1%	
Total 69500 · Fund Expense-Conting		60,000.00	60,000.00	0%	rebuild fund
Total Expense		2,599,158.00	2,803,898.00	8%	
Income over Expenses		0.00	0.00		

CAPITAL EQUIPMENT FUND					
		FY2016 Budget REVISED April 2016	FY2017 Budget adopted 9/21/2016	% change FY2016 REVISED vs FY2017	Comments
Income					
	41102 · Federal - 5339-buses/vans/refurb	\$ 463,000	\$ 617,000	33%	\$31K for van and \$80K for LD bus carryover from FY16; \$28K awarded, \$150K hoping for one-time funds
	41104 · Federal - 2012 State of Good Repair/ Other p	\$ -	\$ 64,000	100%	total of \$80k awarded for elec fareboxes+radios;
	41103 · Federal - 5339-bus technology-radios	\$ -	\$ 16,000	100%	new radio system
	42301 · Fares - Vanpool	\$ -	\$ 16,000	100%	portion of fares to cover replacement van
	48000 · Use of reserve cash	\$ 80,875	\$ 22,413	-72%	
	43000 · Local	\$ 65,288	\$ 109,538	68%	increased to 50% of total capital contrib; 100% of SVCo.
	49000 · Interest Earned	\$ 50	\$ 50	0%	
	49800 · Excess Operating Reserves	\$ -	\$ 25,000	100%	
	49900 · Misc Income- Asset Disposal	\$ 25,000	\$ 30,000	20%	disposal of 2 vans, 1 sprinter
	Total Income	\$ 634,213	\$ 900,000	42%	
Expense					
	68050 · Support Vehicles	\$ 20,000	\$ -	-100%	already bought 3 support in FY16
	68100 · Vans	\$ 139,500	\$ 350,000	151%	2 new vans, 2 new light duty buses; 1 each carryover from FY16
	68200 · Buses-mid and heavy duty	\$ 400,000	\$ 405,000	1%	
	68300 · Buses-refurb	\$ 50,000	\$ 35,000	-30%	refurb or used
	68500 · Technology	\$ 5,713	\$ 80,000	1300%	fareboxes and possibly counters; fed award of 100k split 80k for tech and 20k for radio
	68600 · Radio system	\$ -	\$ 20,000	0%	20k of total technology project on radios
	54000 · Shop Equipment	\$ 19,000	\$ 10,000	-47%	
	Total Expense	\$ 634,213	\$ 900,000	42%	
	Income over Expenses	\$ -	\$ -		
	Starting Fund Balance on 10/1	\$ 180,000	\$ 80,000		
	Transfer to Income (use of fund balance)	\$ (120,875)	\$ (22,413)		
	Net Income	\$ -	\$ -		
	Ending Fund Balance on 9/30	\$ 59,125	\$ 57,588		
CONTINGENCY FUND					
		FY2016 Budget REVISED 4/15/2016	FY2017 Budget 9/21/16	% change FY2016 REVISED vs FY2017	Comments
Income					
	47000 · Use of Reserve cash	\$ 14,800	\$ -	-100%	
	48000 · Transfer from Ops Fund	\$ 60,000	\$ 60,000	0%	
	49000 · Interest Earned	\$ 200	\$ 25	-88%	
	Total Income	\$ 75,000	\$ 60,025	-20%	
Expense					
	transfer to Facilities Fund	\$ 75,000	\$ -	-100%	
	Total Expense	\$ 75,000	\$ -	-100%	
	Net Income	\$ -	\$ 60,025		
	Starting Fund Balance on 10/1	\$ 232,000	\$ 215,000		
	Transfer to WFH	\$ (14,800)	\$ (5,000)		deferred maintenance
	Net Income for FY	\$ -	\$ 60,025		
	Ending Fund Balance on 9/30	\$ 217,200	\$ 270,025		9.63%

FACILITIES FUND				
		FY2016 Budget REVISED 4/15/2016	FY2017 Budget adopted 9/21/2016	Comments
Income				
41106	Federal Funding - 5309: Facility	\$ 67,000	\$ -	award fully used
41600	Federal Funding - Other-One-Time	\$ 500,000	\$ -	award fully used
41601	Federal Funding - Bus Stop Improvements	\$ -	\$ 60,000	
43000	Local Funding	\$ 114,413	\$ 81,938	2017 = 50% of total capital
47000	Use of Reserve cash	\$ 113,055	\$ -	
48000	Transfers	\$ 177,901	\$ -	
49000	Interest Earned	\$ 75	\$ 50	
49000	Excess Operating Reserves	\$ 100,000	\$ -	
Total Income		\$ 1,072,444	\$ 141,988	
Expense				
66100	Construction- bus stop improvements	\$ -	\$ 70,000	
66150	Construction-Bus Stop Design	\$ -	5000	
66200	South Facility Construct-Improve	\$ 1,037,444	\$ -	\$ -
66300	South Facility Design/Plan	\$ 10,000	\$ -	
66400	South Facility Move in	\$ 5,000	\$ 5,000	
66500	Ketchum Facility Upgrades	\$ 5,000	\$ 46,988	improvements to Ketchum building including boiler, HVAC
66000	Ketchum Transit Plaza	\$ -	\$ -	FY18 construction most likely
66310	Ketchum Transit Plaza Design/Plan	\$ 15,000	\$ 15,000	prelininary concept work
Total Expense		\$ 1,072,444	\$ 141,988	
Income over Expenses		\$ -	\$ -	
		REVISED FY16		
	Starting Fund Balance on 10/1	\$ 58,000	\$ 35,000	
	Transfer to Income (use of fund balance)	\$ (113,055)	\$ -	
	Net Income for FY	\$ -	\$ -	
	Ending Fund Balance on 9/30	\$ (55,055)	\$ 35,000	
WORK FORCE HOUSING FUND				
		FY2016 Budget REVISED 4/15/16	FY2017 Budget 9/21/16	Comments
Income				
45350	Apartment Rent	\$ 29,500	\$ 30,000	assumes no vacancy
45400	Laundry Revenue	\$ 1,200	\$ 1,200	
47000	Use of Reserve cash	\$ 2,840	\$ 5,775	
49000	Interest Earned	\$ 25	\$ 25	
Total Income		\$ 33,565	\$ 37,000	
Expense				
55200	Utilities	\$ 5,000	\$ 5,000	
57100	Equipment Repairs/Maintenance	\$ 500	\$ 1,000	
57200	Building Repair and Maintenance	\$ 7,000	\$ 10,000	
57400	Elevator Expenses	\$ 1,000	\$ 1,000	
57400	Elevator Expenses	\$ 65	\$ -	
48000	Transfer out to Operations Account-Admin	\$ 20,000	\$ 20,000	
Total Expense		\$ 33,565	\$ 37,000	
Net Income		\$ -	\$ -	
	Starting Fund Balance on 10/1	\$ 33,000	\$ 6,000	
	Transfer to Income (use of fund balance)	\$ (2,840)	\$ (5,775)	
	Transfer from Contingency	\$ -	\$ 5,000	may need some use of contingency funds
	Transfer to Facilities Fund	\$ (25,000)	\$ -	
	Net Income for FY	\$ -	\$ -	
	Ending Fund Balance on 9/30	\$ 5,160	\$ 5,225	

CITY OF SUN VALLEY

RESOLUTION 2016-21

A RESOLUTION OF THE CITY OF SUN VALLEY AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR SERVICES WITH CH2M HILL ENGINEERS, INC.

WHEREAS, The City of Sun Valley (“the City”) is a municipal corporation duly organized and existing under the laws of the State of Idaho Code §50-101 et seq.; and

WHEREAS, Pursuant to Idaho Code § 50-301 and § 50-302, the City is empowered to enter into contracts and take such steps as are reasonably necessary to maintain the peace, good government and welfare of the City and its trade, commerce and industry; and

WHEREAS, the City desires to enter into an agreement with CH2M HILL Engineers, Inc. to provide engineering services as directed by the City; and

WHEREAS, the City of Sun Valley and CH2MHILL Engineers, Inc. have agreed to the terms and conditions of the Contract for Services, a copy of which is attached hereto as “Exhibit 1.”

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUN VALLEY, IDAHO,

SECTION 1: That the Mayor is hereby authorized to execute a Contract with CH2MHILL, Inc.

SECTION 2: That this Resolution shall be known as Resolution No. 2016-21 of the City of Sun Valley, Idaho and shall be in full force and effect from and after its passage and approval.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS ____ DAY OF OCTOBER 2016.

Peter M. Hendricks, Mayor

Attest:

Nancy Flannigan, Assistant City Clerk

EXHIBIT 1

Original Contract

CH2MHILL STANDARD MASTER AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement, effective this _____ day of _____ 2016, is between:

CITY: CITY OF SUN VALLEY, IDAHO (“CITY”)

81 Elkhorn Road
Sun Valley, ID 83353

and **CH2M HILL ENGINEERS, INC.**, (“CH2M HILL”)

322 East Front Street
Suite 200
Boise, Idaho 83702

for services to be performed on an On-Call and Task Order basis with respect to City Engineering services.

ARTICLE 1. SERVICES GENERALLY

CH2M HILL shall furnish such engineering and related services as described in Attachment A, Scope of Work for City of Sun Valley On-Call Engineering Services and generally as CITY may request from time to time (“Services”). As described in Attachment A, when required for specific projects, a Task Order will be developed. An Example Task Order form is provided as Attachment B. CITY

ARTICLE 2. COMPENSATION

For performance of the Services, CITY will compensate CH2M HILL pursuant to the Compensation Schedule identified in Article 7.

ARTICLE 3. TERMS OF PAYMENT

3.1 Invoices

CH2M HILL will submit invoices to CITY each month covering general Services and Task Order work completed to date, and as applicable, for materials and equipment delivered and stored on-site or off-site. Each invoice will be prepared in the form developed between the CITY and CH2M HILL and included as Attachment C, and supported by documentation as shown. Within 10 days of receipt of the invoice, CITY shall give detailed, written notice of any sums which it may reasonably dispute or contest. If the parties are unable to resolve the matter within 15 days, only that portion so reasonably contested may be withheld from payment.

3.2 Time of Payment

Invoices are due and payable within 30 days after receipt by CITY.

3.3 Delay in Payment

If CITY fails to pay CH2M HILL within 30 calendar days after receipt of any invoice, CH2M HILL will be entitled any or all to the following:

3.3.1 Interest

CITY will be charged interest at the rate of 1-1/2% per month, or that permitted by law if lesser, on all past-due amounts starting 30 calendar days after receipt of invoice. Payments will first be credited to interest and then to principal.

3.3.2 Suspension of Work

If CITY fails to make payment in full within 30 calendar days of the date due for any undisputed billing, CH2M HILL may, after giving 7 calendar days' written notice to CITY, suspend services under this Agreement until paid in full, including interest. In the event of suspension of services, CH2M HILL will have no liability to CITY for delays or damages caused by CITY because of such suspension. CH2M HILL shall be entitled to an adjustment in compensation and the work schedule for the affected Task Order pursuant to Article 6.3.

ARTICLE 4. OBLIGATIONS OF CH2M HILL

4.1 Independent Contractor; Subcontracts

4.1.1 CH2M HILL represents that it is an independent contractor and will perform services pursuant to each Task Order as an independent contractor and not as an agent or employee of CITY.

4.1.2 CH2M HILL may retain such other subconsultants or subcontractors as it may deem desirable for proper and timely performance of Services. CH2M HILL shall be responsible for the management of the subcontractors and subconsultants in the performance of their work.

4.2 Standard of Care

The standard of care applicable to CH2M HILL's engineering or related services will be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar Services at the time said services are performed. CH2M HILL will reperform any engineering or related services not meeting this standard without additional compensation.

4.3 Subsurface Investigations

In soils, foundation, groundwater, and other subsurface investigations, the actual characteristics may vary significantly between successive test points and sample intervals and at locations other than where observations, exploration, and investigations have been made. Because of the inherent uncertainties in subsurface evaluations, changed or unanticipated underground conditions may occur that could affect total Task Order cost and/or execution. These conditions and cost/execution effects are not the responsibility of CH2M HILL.

4.4 CH2M HILL's Personnel at Construction Site

4.4.1 The presence or duties of CH2M HILL's personnel at a construction site, whether as onsite representatives or otherwise, do not make CH2M HILL or CH2M HILL's personnel in any way responsible for those duties that belong to CITY and/or the construction contractors or other entities, and do not relieve the construction contractors or any other entity of their obligations, duties, and responsibilities, including, but not limited to, all construction methods, means, techniques, sequences, and procedures necessary for coordinating and completing all portions of the construction work in accordance with the construction contract documents and any health or safety precautions required by such construction work.

4.4.2 CH2M HILL and CH2M HILL's personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions and have no duty for inspecting, noting, observing, correcting, or reporting on health or safety deficiencies of the construction contractor(s) or other entity or any other persons at the site except CH2M HILL's own personnel.

4.4.3 The presence of CH2M HILL's personnel at a construction site is for the purpose of providing to CITY a greater degree of confidence that the completed construction work will conform generally to the construction documents and that the integrity of the design concept as reflected in the construction documents has been implemented and preserved by the construction contractor(s). CH2M HILL neither guarantees the performance of the construction contractor(s) nor assumes responsibility for construction contractor's failure to perform work in accordance with the construction documents.

4.5 Opinions of Cost, Financial Considerations, and Schedules

In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for the Project, CH2M HILL has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by operating personnel or third parties; and other economic and operational factors that may materially affect the ultimate Project cost or schedule. Therefore, CH2M HILL makes no warranty that CITY's actual Project costs, financial aspects, economic feasibility, or schedules will not vary from CH2M HILL's opinions, analyses, projections, or estimates. If CITY wishes greater assurance as to any element of Project cost, feasibility, or schedule, CITY will employ an independent cost estimator, contractor, or other appropriate advisor.

4.6 Construction Progress Payments

Recommendations by CH2M HILL to CITY for periodic construction progress payments to the construction contractor(s) will be based on CH2M HILL's knowledge, information, and belief from selective sampling that the work has progressed to the point indicated. Such recommendations do not represent that continuous or detailed examinations have been made by CH2M HILL to ascertain that the construction contractor(s) have completed the work in exact accordance with the construction documents; that the final work will be acceptable in all respects; that CH2M HILL has made an examination to ascertain how or for what purpose the construction contractor(s) have used the moneys paid; that title to any of the work, materials, or equipment has passed to CITY free and clear of liens, claims, security interests, or encumbrances; or

that there are not other matters at issue between CITY and the construction contractors that affect the amount that should be paid.

4.7 Record Drawings

Record drawings, if required, will be prepared, in part, on the basis of information compiled and furnished by others, and may not always represent the exact location, type of various components, or exact manner in which the Project was finally constructed. CH2M HILL is not responsible for any errors or omissions in the information from others that is incorporated into the record drawings.

4.8 Access to CH2M HILL's Accounting Records

CH2M HILL will maintain accounting records, in accordance with generally accepted accounting principles. Records relating to a Task Order will be available to CITY during CH2M HILL's normal business hours for a period of 1 year after CH2M HILL's final invoice pursuant to that Task Order for examination to the extent required to verify the direct costs (excluding established or standard allowances and rates) incurred hereunder. Only audit cost-reimbursable items will be subject to audit.

4.9 CH2M HILL's Insurance

4.9.1 CH2M HILL will maintain throughout this Agreement the following insurance:

- (a) Worker's compensation employer's liability insurance as required by the state where the work is performed and Employer's Liability with a limit of \$1,000,000.
- (b) Comprehensive automobile and vehicle liability insurance covering claims for injuries to members of the public and/or damages to property of others arising from use of motor vehicles, including onsite and offsite operations, and owned, nonowned, or hired vehicles, with \$1,000,000 combined single limits.
- (c) Commercial general liability insurance covering claims for injuries to members of the public or damage to property of others arising out of any covered negligent act or omission of CH2M HILL or of any of its employees, agents, or subcontractors, with \$1,000,000 per occurrence and in the aggregate.
- (d) When furnishing engineering or engineering related services, professional liability insurance of \$1,000,000 per claim and in the aggregate.

4.9.2 CITY will be named as an additional insured with respect to CH2M HILL's liabilities hereunder in insurance coverages identified in items (b), (c) and (e) and CH2M HILL waives subrogation against CITY as to said policies. All insurance certificates will provide that the insurance carrier will give CITY 30 days' notice of cancellation of the policies.

ARTICLE 5. OBLIGATIONS OF CITY

5.1 CITY-Furnished Data

CITY will provide to CH2M HILL all data in CITY's possession relating to CH2M HILL's Services. CH2M HILL will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by CITY.

5.2 Access to Facilities and Property

CITY will make its facilities accessible to CH2M HILL as required for CH2M HILL's performance of its services and will provide labor and safety equipment as required by CH2M HILL for such access. CITY will perform, at no cost to CH2M HILL, such tests of equipment, machinery, pipelines, and other components of CITY's facilities as may be required in connection with CH2M HILL's services.

5.3 Advertisements, Permits, and Access

Unless otherwise agreed to in the Task Order, CITY will obtain, arrange, and pay for all advertisements for bids; permits and licenses required by local, state, or federal authorities; and land, easements, rights-of-way, and access necessary for CH2M HILL's services or Project construction.

5.4 Timely Review

CITY will examine CH2M HILL's studies, reports, sketches, drawings, specifications, proposals, and other documents; obtain advice of an attorney, insurance counselor, accountant, auditor, bond and financial advisors, and other consultants as CITY deems appropriate; and render in writing decisions required by CITY in a timely manner.

5.5 Prompt Notice

CITY will give prompt written notice to CH2M HILL whenever CITY observes or becomes aware of any development that affects the scope or timing of CH2M HILL's Services, or of any defect in the work of CH2M HILL or construction contractors.

5.6 Asbestos or Hazardous Substances

5.6.1 If asbestos or hazardous substances in any form are encountered or suspected, CH2M HILL will stop its own work in the affected portions of the Project to permit testing and evaluation.

5.6.2 If asbestos is suspected, CH2M HILL will, if requested, manage the asbestos remediation activities using a qualified subcontractor at an additional fee and contract terms to be negotiated.

5.6.3 If hazardous substances other than asbestos are suspected, CH2M HILL will, if requested, conduct tests to determine the extent of the problem and will perform the necessary studies and recommend the necessary remedial measures at an additional fee and contract terms to be negotiated.

5.6.4 CITY recognizes that CH2M HILL assumes no risk and/or liability for a waste or hazardous waste site originated by other than CH2M HILL.

5.7 Contractor Indemnification and Claims

5.7.1 CITY agrees to include the following in all construction contracts with contractors not affiliated with CH2M HILL:

- (a) the provisions of Article 4.4, CH2M HILL's Personnel at Construction Site,;
- (b) the provisions of Article 5.7.3 regarding direct actions against CH2M HILL;
- (c) and provisions providing contractor indemnification of CITY and CH2M HILL for contractor's negligence.

5.7.2 CITY shall require construction contractor(s) to name CITY and CH2M HILL as additional insureds on the contractor's general liability insurance policy.

5.7.3 CITY agrees to include the following clause in all contracts with equipment or materials suppliers:

Contractors, subcontractors, and equipment and material suppliers on the Project, or their sureties, shall maintain no direct action against CH2M HILL, CH2M HILL's officers, employees, affiliated corporations, and subcontractors for any claim arising out of, in connection with, or resulting from the CH2M HILL services performed. CITY will be the only beneficiary of any undertaking by CH2M HILL."

5.8 Not Used

5.9 Litigation Assistance

Article 1, Services Generally, does not include costs of CH2M HILL for required or requested assistance to support, prepare, document, bring, defend, or assist in litigation undertaken or defended by CITY. All such Services required or requested of CH2M HILL by CITY, except for suits or claims between the parties to this Agreement, will be reimbursed as mutually agreed.

5.10 Changes

CITY may make or approve changes within the scope of Services under a Task Order. If such changes affect CH2M HILL's cost of or time for performance of the Services, an equitable adjustment will be made through an amendment to the affected Task Order.

ARTICLE 6. GENERAL LEGAL PROVISIONS

6.1 Authorization to Proceed

Execution of the Task Order by CITY will be authorization for CH2M HILL to proceed with the Services, unless otherwise provided in the Task Order.

6.2 Reuse of Project Documents

All reports, drawings, specifications, documents, and other deliverables of CH2M HILL, whether in hard copy or in electronic form, are instruments of service for the pertinent Task Order, whether the Task Order is completed or not. CITY agrees to indemnify CH2M HILL and CH2M HILL's officers, employees, subcontractors, and affiliated corporations from all claims, damages, losses, and costs, including, but not limited to, litigation expenses and attorney's fees arising out of or related to the unauthorized reuse, change or alteration of these Task Order documents.

6.3 Delay

In the event CH2M HILL is delayed in performance of Services by any act or neglect of CITY or anyone for whom CITY is responsible or by Acts of God, strikes, lockouts, accidents, or other events beyond the control of CH2M HILL, then CH2M HILL's compensation and the work schedule for the affected Task Order shall be equitably adjusted. In the event delays to the Task Order work is encountered for any reason, the parties agree to undertake reasonable steps to mitigate the effect of such delays.

6.4 Limitations of Liability

6.4.1 To the maximum extent permitted by law, CH2M HILL's liability for CITY's damages under any Task Order will not, in the aggregate, exceed the Task Order value, whether such liability arises out of breach of contract or warranty, tort including negligence, strict or statutory liability, or any other cause of action.

6.4.2 To the maximum extent permitted by law, CH2M HILL and CH2M HILL's affiliated corporations, officers, employees, and subcontractors shall not be liable for CITY's special, indirect, or consequential damages, whether such damages arise out of breach of contract or warranty, tort including negligence, strict or statutory liability, or any other cause of action. In order to protect CH2M HILL against indirect liability or third-party proceedings, CITY will indemnify CH2M HILL for any such damages.

6.4.3 This article takes precedence over any conflicting article of this Agreement or any document incorporated into it or referenced by it.

6.5 Termination

6.5.1 This Agreement may be terminated for convenience on 30 calendar days' written notice, or for cause if either party fails substantially to perform through no fault of the other and does not commence correction of such nonperformance within 5 calendar days of written notice and diligently complete the correction thereafter.

6.5.2 On termination, CH2M HILL will be paid for all authorized Services performed up to the termination date plus termination expenses, such as, but not limited to, reassignment of personnel, subcontract termination costs, and related closeout costs.

6.6 Suspension, Delay, or Interruption of Work

CITY may suspend, delay, or interrupt the Services of CH2M HILL under a Task Order for the convenience of CITY. In such event, CH2M HILL's compensation and the work schedule for the affected Task Order shall be equitably adjusted.

6.7 No Third-Party Beneficiaries

This Agreement gives no rights or benefits to anyone other than CITY and CH2M HILL and has no third-party beneficiaries.

6.8 Indemnification

6.8.1 CH2M HILL agrees to indemnify CITY for any claims, damages, losses, and costs, including, but not limited to, attorney's fees and litigation costs, arising out of claims by third parties for property damage or bodily injury, including death, to the proportionate extent caused by the negligence or willful misconduct of CH2M HILL, CH2M HILL's employees, affiliated corporations, and subcontractors in connection with Services performed under Task Order issued hereunder.

6.8.2 CITY agrees to indemnify CH2M HILL from any claims, damages, losses, and costs, including, but not limited to, attorney's fees and litigation costs, arising out of claims by third parties for property damage or bodily injury, including death, to the proportionate extent caused by the negligence or willful misconduct of CITY, or its employees or contractors in connection with Task Orders issued hereunder.

6.9 Assignment

6.9.1 Not Used

6.9.2 Except as provided in Paragraph 6.9.1, this Agreement and Task Orders issued pursuant to it are bilateral personal services agreements. Neither party shall have the power to or will assign any of the duties or rights or any claim arising out of or related to this Agreement or Task Order issued pursuant to it, whether arising in tort, contract or otherwise, without the written consent of the other party. Any unauthorized assignment is void and unenforceable. These conditions and the entire Agreement are binding on the heirs, successors, and assigns of the parties hereto.

6.10 Waiver

CITY waives all claims against CH2M HILL, including those for latent defects, that are not brought within 2 years of substantial completion of the facility designed or final payment to CH2M HILL, whichever is earlier.

6.11 Jurisdiction

The substantive law of the state of the Task Order Services shall govern the validity of this Agreement, its interpretation and performance, and any other claims related to it.

6.12 Severability and Survival

If any of the provisions of this Agreement are held for any reason to be invalid, illegal, or unenforceable, the enforceability of the remaining provisions shall not be impaired thereby. Limitations of liability, indemnities, and other express representations shall survive termination of this Agreement for any cause.

6.13 Materials and Samples

Any items, substances, materials, or samples removed from the Project site for testing, analysis, or other evaluation will be returned to the Project site within 60 calendar days of Task Order close-out unless agreed to otherwise. CITY recognizes and agrees that CH2M HILL is acting as a bailee and at no time assumes title to said items, substances, materials, or samples.

6.14 CH2M HILL’s Deliverables

CH2M HILL’s deliverables, including record drawings, are limited to the sealed and signed hard copies. Computer-generated drawing files furnished by CH2M HILL are for CITY or others' convenience. Any conclusions or information derived or obtained from these files will be at user's sole risk.

6.15 Dispute Resolution

The parties will use their best efforts to resolve amicably any dispute, including use of alternative dispute resolution options.

ARTICLE 7. ATTACHMENTS, SCHEDULES, AND SIGNATURES

This Agreement, including its attachments and schedules, constitutes the entire Agreement, supersedes all prior written or oral understandings, and may only be changed by a written amendment executed by both parties. Attachments and schedules on the date of contracting:

Attachment A	Scope of Work for City of Sun Valley On-Call Engineering Services
Attachment B	Example Task Order Form
Attachment C	Example Invoice Format
Attachment D	Rate Schedule

IN WITNESS WHEREOF, the parties execute below:

For CITY:

By: _____ Name
 _____ Name

For CH2M HILL ENGINEERS, INC.:

By: _____ Name
 _____ Title



Attachment A

Scope of Work for City of Sun Valley

On Call Engineering and Consulting Services

PREPARED FOR: City of Sun Valley
COPY TO: Sherri Newland
PREPARED BY: Betsy Roberts
DATE: March 17, 2016
APPROVED BY: Neil Handyside

Scope of Services

The CH2M HILL Engineers, Inc. (Engineer) team has been the City of Sun Valley's engineer since the early 1990's. This document has been developed in an attempt to maintain a fresh and up to date contract and scope of work.

This Attachment A to the Standard Master Agreement for Professional Services between Engineer and Owner presents an estimated Scope of Work (SOW) for the Engineer's assistance with miscellaneous engineering work on an on-call basis for anticipated Tasks identified below. Services authorized in this SOW shall be for professional engineering services per the Standard Master Agreement for Professional Services as dated on that agreement.

While this memorandum summarizes anticipated tasks, it is CH2M's intent to provide needed engineering services as directed by the City. By its very nature, the scope of services described below is very general and it is not possible to determine the exact level of effort needed to perform the services. Invoices based on time and materials will be developed on a monthly basis. CH2M will work with the District to ensure the level of effort applied matches that intended by the City. Unless otherwise directed, current invoice style will remain the same. Separate pages will be developed for each activity and will include a brief report of work performed, a list of all staff time and any directly related expenses incurred during the effort, and, if applicable, an accounting of total budget, cost to date, and remaining budget.

The scope of services, anticipated tasks, clarifications, project team, and project fee, are described below. This list represents our best understanding of the services and deliverables needed for this project based upon the available information.

Project Team

The following team members are the local staff who typically will support this project. Others will be used to provide best fit for each project.

Principal in Charge/Vice President – Mark Bowen

Transportation Business Group/Vice President – Neil Handyside

Project Manager/City Engineer – Betsy Roberts

Transportation Engineer – Blaise Exon

Development Review – George Van Horn

Engineering Technician – Alyce Tolman

Administrative Support – Heather Peninger

General City Engineering Support

There is an element of City Engineering support that is very general and can include a wide variety of support that can range from a simple answer on the phone to a bit more research, documentation and response. In general, however, it has covered some of the following types of items:

- Responding to citizen, developer, or council questions that cannot be answered by City staff
- Providing immediate engineering support/solutions for unforeseen operational issues (stream overflowing bank, significant infrastructure failure) until a permanent solution is developed and a task defined
- Assistance with material selection, contractor and supplier support
- Provide input on budget, process, compliance or other engineering requirements
- Coordination with state or federal agencies (BLM, Idaho Water Resources, Transportation Department, US Forest Service, FEMA, etc.)

Invoicing for this Effort: These are typically minor items that are less than a day's worth of work and are itemized on the invoice as specific line item elements, paid as time and materials. Each individual's time is shown and a brief description of the work is provided.

Development Review

Assist City Community Development staff with proposed development reviews including engineering design review, preliminary plat, final plat, rezones, conditional use, etc., as needed by staff.

Typically the Engineering team conducts an engineering review of developer's proposed subdivision plans. This includes coordination with the Sun Valley Water & Sewer District and other local agencies as applicable (can include Blaine County Rec District, Idaho Transportation Department, BLM, Forest Service, or others). Written documentation is provided to the Community Development Director and the developer. As needed, the Engineering team may contact the developer or the developer's engineering team directly to discuss issues and solutions to design concerns.

As required by law, the City Engineer signs final plats, as they are completed appropriately and timed in coordination with the Community Development Director's project approval process.

Invoicing for this Effort: Generally all development review effort is charged to the individual developers. Time for all reviewers is identified on the invoice and a description of the activities conducted is provided. Each developer review invoice is included on a separate sheet so that the City can forward that to the developer for payment.

Roadway and Pathway Projects

The Engineering team has supported the City by providing a recommended list of repairs, rehabilitation, rebuilds and maintenance projects. As the Council reviews these projects (typically in the Capital Improvement Program) and adopts them into the budget, the Engineering team will then develop a set of

construction documents for bidding and construction purposes. The design process will typically include a cost estimating element.

The Engineering team then provides support during the bidding phase (response to contractor questions, addenda, etc.), and evaluation of bids once they are received. Upon completion of the review, City Engineer will provide a recommendation (or not) of award to the Council.

The City Engineer reviews submittals, applications for payment from the contractor, and responds to questions from the Contractor as well as the City's Street Superintendent. While the Street Superintendent generally conducts the daily construction observation activities and is the first responder to Contractor questions, the City Engineer is available to conduct on-site visits, final walk-throughs, and prepare final acceptance documentation.

Invoicing for this Effort: Typically, the City Engineer develops a task order for each specific project identified and submits this to the City Administrator and the applicable City staffing manager for review. The City reviews the scope of work and fee; if needed, the City staff and City Engineer discuss or modify the task order to better fit the needs of the City. When invoicing, each CH2M staff member and their project time are identified, a description of work is provided, and the total budget, amount to be paid, and remaining budget are identified on the invoice.

Special Projects

Special projects are typically developed under a task order similar to the roadway and pathway projects. Example of Special projects in the past have included:

- Capital Improvements Programming
- Pavement Condition Assessment
- Code Review and Development
- Master Plan or other Planning support (comprehensive plan, transportation master plan, water resources, storm water/flood studies, strategic plan, financial plan, space and facility plan)
- Maintenance Facility Design
- Maintenance Facility Siting
- Emergency Services Review
- Water Quality coordination
- Public Meeting Support
- Budget Support
- Aerial Mapping
- Right of Way and Mapping Support
- Traffic or transportation related issues (Juniper intersection) and coordination with ITD

Invoicing for this Effort: Similar to Roads and Paths above, the City Engineer develops a task order for each Special project and submits to the City Administrator and the applicable City staffing manager for review.

The City reviews the scope of work and fee; if needed, the City staff and City Engineer discuss or modify the task order to better fit the needs of the City. When invoicing, each CH2M staff member and their project time are identified, a description of work is provided, and the total budget, amount to be paid, and remaining budget are identified on the invoice.

ATTACHMENT B

SAMPLE CH2M HILL TASK ORDER FOR CITY OF SUN VALLEY

Task 20XX Sun Valley A, B, C Project

Project Description: EXAMPLE: Conduct a Pavement Condition Assessment for the City of Sun Valley streets and paths. This assessment will provide a numerical ranking of each street or street segment and path or path segment indicating current pavement condition. The information will be used to compare street and street segments and path and path segments in order to determine type of repair or maintenance required and to prioritize such repairs.

CH2M HILL and the CITY of SUN VALLEY have agreed that CH2M HILL will perform the following services, which are part of the Master Agreement dated June, 2016. The services covered by this Task Order will be performed in accordance with the provisions set forth in the Master Agreement together with any attachments or schedules.

Period of Performance: **Project Start:** Month XX, 20XX. This date may be amended to reflect the actual timing of the signature of this Task Order.

To Be Finally Completed: Month YY, 20XX. This date may modify slightly depending on the actual start date. We anticipate needing 4 weeks to complete the work.

Scope of Services: Tasks involved include the following (EXAMPLE):

- Prepare for survey. This includes preparing and printing maps and spreadsheets for note-taking as well as collecting materials for site visit (tapes, camera, clipboards, etc.)
- Survey of pavement and Street/pathway sections for existing public streets and paths within the City of Sun Valley. The survey consists of visual inspection of each street or path for:
 - Pavement condition - cracking, rutting, shoving, potholing, UV damage, spalling, etc.
 - Base condition – failure as noticeable via visual inspection. If necessary, additional coring could be done under another scope of

**Sun Valley
Pavement Condition
Assessment**

work or task order. A drill rig would be required for this additional work. Discussion of street/path conditions through various times of the year will also contribute to an understanding of freeze/thaw issues.

Drainage – inspection and evaluation of obvious drainage issues via shoulder and ditch condition, pavement staining, ponding, and discussions with staff. Issues arising from overwatering and improper sprinkler use are also identified at this time.

- Field notes taken during the survey will document number of cracks per linear foot of street/path; types of cracks (longitudinal, transverse, map, block, and alligator); potholing; rutting, etc. A value is associated with each type of defect and is then applied to the sum of the defects in order to ultimately provide a rating for each street or street segment and each path or path segment.
- A brief draft technical memorandum will be provided with a summary of the ratings and prioritization of the segments. The field data will be included in an appendix.
- This memorandum will be delivered on site. The City Engineer will facilitate a discussion with the City Administrator, Street Superintendent and other staff or council as deemed necessary by the City Administrator. This meeting will be used to discuss any other issues or concerns (beyond physical pavement etc.) that are observed by staff and council that might modify the prioritization of the projects. Comments and modifications will be incorporated and a final memorandum will be sent back to the City via mail or email.

Assumptions:

- City staff will be available to participate in a 2-day field reconnaissance.
- Two CH2M HILL staff will be required to observe, take notes and conduct measurements during the field study.
- One additional site visit will be made by the City Engineer to facilitate review of the draft memo.
- The deliverables will be a technical memorandum describing the process, a summary of top priority projects, and appendices including the ranking process and field notes for each Street and Street segment and each pathway and pathway segment.

Compensation: Estimated: \$XXXX

Other Terms N/A

This Task Order sets forth the total compensation for performing the work described herein. All terms, covenants, and conditions of the above-referenced Master Agreement remain in full force and effect except if duly modified by this Task Order.

CH2M HILL, INC.

City of Sun Valley Idaho

By:

Signature

Neil Handyside

Elizabeth B. Roberts

Project Manager

_____ 2016

By:

Signature

Susan Robertson
City Administrator

_____ 2016



CH2MHILL

Boise Office
322 East Front Street, Suite 200
Boise, ID 83702-7359
Tel 208.345.5310
Fax 208.345.5315

City of Sun Valley
Attn: Michelle Frostenson/Accounts Payable
P.O. Box 416
Sun Valley, ID 83353

Date: 6/9/2009
Project #: 350794
Client #: 007541
Invoice #: 3703793

INVOICE

Period Ending: April 24, 2009

TASK NAME	CONTRACT AMOUNT	TOTAL SPENT	PREVIOUSLY BILLED	CURRENT AMOUNT DUE
09.CE City Engineering	ON-CALL	\$12,639.50	\$12,639.50	\$0.00
09.PZ NR Planning/Zoning - Non-Reimbursable	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #1 Planning/Zoning - Reimbursable Atelier	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #2 Planning/Zoning - Reimbursable Dollar Meadows	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #3 Planning/Zoning - Reimbursable Twin Creeks	ON-CALL	\$65.10	\$0.00	\$65.10
09.PZ #4 Planning/Zoning - Reimbursable SV - White Cloud	ON-CALL	\$18,162.59	\$17,550.84	\$611.75
09.PZ #5 Planning/Zoning - Reimbursable Elkhorn	ON-CALL	\$195.79	\$195.79	\$0.00
09.PZ #6 Planning/Zoning - Reimbursable Weyakin Path	ON-CALL	\$580.90	\$580.90	\$0.00
09.PZ #7 Planning/Zoning - Reimbursable Arrowwood	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #8 Planning/Zoning - Reimbursable Jenkins Residence	ON-CALL	\$323.60	\$323.60	\$0.00
09.PZ #9 Independence	ON-CALL	\$85.29	\$85.29	\$0.00
09.PZ #11 Planning/Zoning - Reimbursable Trail Creek	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #12 Planning/Zoning - Reimbursable Lower Fairway	ON-CALL	\$775.40	\$775.40	\$0.00
09.PD 2009 Sinclair Pathway Improvements 30% Design**		\$7,869.00	\$7,868.20	\$1,520.20
09.PD #3 2009 Sinclair Pathway Improvements Final Design		\$35,735.00	\$5,083.90	\$5,083.90
09.RD 2009 Road Improvements		\$54,250.00	\$24,530.93	\$10,932.35
GRAND TOTAL		\$97,854.00	\$70,311.20	\$18,213.30

*Contract is Open-Ended on Tasks CE & PZ; without a specified dollar value.
** The 30% Design package for the Sinclair Path project was estimated at \$17,869.
A \$10,000 credit is being given to the City. A lump sum amount of \$7,869 will be charged to the City for this work, per agreement dated 2-10-2009.

TOTAL AMOUNT DUE THIS INVOICE \$18,213.30

Description of Work Accomplished:

* A separate progress report is not attached; the "Activities Performed" were incorporated into this invoice for each task.
** Per agreement letter dated 2/16/09, this budget will only be invoiced up to \$7,869.
Respectfully Submitted,

Elizabeth B. Roberts, P.E.
Project Manager

Remittance Address:
M/S 64, PO Box 4000
Portland, OR 97208

09.PZ #3 Planning/Zoning - Reimbursable Twin Creeks

For PROFESSIONAL SERVICES associated with Planning/Zoning - Twin Creeks

Billed through: April 24, 2009

Project: Reimbursable

Activities Performed:

Plat signed & overnighted

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	0.3	\$150.00	\$45.00
Office/Clerical	Peninger, Heather	0.3	\$67.00	\$20.10
		0.6		\$65.10

EXPENSES

Expense Charges

\$0.00
\$0.00

TOTAL AMOUNT DUE THIS INVOICE

\$65.10

Summary:

Previously Billed	\$0.00
Current Invoice	\$65.10
Total Amount Invoiced	\$65.10

09.PZ #4 Planning/Zoning - Reimbursable SV - White Cloud

For PROFESSIONAL SERVICES associated with Planning/Zoning - White Cloud

Billed through: April 24, 2009

Project: Reimbursable

Activities Performed:

White Clouds site visit: review snow removal to dry roads, erosion control, etc. Coordination and check in with Dave Cole. Geo-tech borrow source discussion with Bill and Benchmark.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	2.7	\$150.00	\$405.00
	Barker, John	1.0	\$101.00	\$101.00
Engineering Designer	Bass, Jennifer L.	0.3	\$101.00	\$30.30
Office/Clerical	Peninger, Heather	0.8	\$67.00	\$53.60
Office/Clerical	Hill, Trudy	0.3	\$67.00	\$20.10
		5.1		\$610.00

EXPENSES

Expense Charges

\$1.75

\$1.75

TOTAL AMOUNT DUE THIS INVOICE

\$611.75

Summary:

Previously Billed	\$17,550.84
Current Invoice	\$611.75
Total Amount Invoiced	\$18,162.59

09.PD 2009 Sinclair Pathway Improvements 30% Design **

"For professional services associated with 2009 Sinclair Pathway Improvements for the City of Sun Valley, ID"

Billed through:

April 24, 2009

Activities Performed:

Finished the preliminary design and presented that to the City on April 2nd. Made minor modifications following that meeting. Began work with ITD on RW issues.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	10.0	\$150.00	\$1,500.00
Office/Clerical	Steinauer, Dianna	0.2	\$101.00	\$20.20
		10.2		\$1,520.20

TOTAL AMOUNT DUE THIS INVOICE

\$1,520.20

Summary:

Previously Billed	\$6,348.00
Current Invoice	\$1,520.20
Total Amount Invoiced	<u>\$7,868.20</u>

09.PD 2009 Sinclair Pathway Improvements Final Design

"For professional services associated with 2009 Sinclair Pathway Improvements for the City of Sun Valley, ID"

Billed through:

April 24, 2009

Activities Performed:

Finished the preliminary design and presented that to the City on April 2nd. Made minor modifications following that meeting. Began work with ITD on RW issues.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.		\$150.00	\$0.00
Office/Clerical	Diver, Mary Geraldine	1.0	\$120.00	\$120.00
Engineering Designer	Exon, Darren Blaise	44.0	\$101.00	\$4,444.00
Engineering Designer	Bass, Jennifer	1.0	\$101.00	\$101.00
Office/Clerical	Steinauer, Dianna	0.3	\$101.00	\$30.30
Office/Clerical	Hill, Trudy	2.0	\$67.00	\$134.00
Office/Clerical	Peninger, Heather	3.8	\$67.00	\$254.60
		52.1		\$5,083.90

TOTAL AMOUNT DUE THIS INVOICE

\$5,083.90

Summary:

Previously Billed	\$6,348.00
Current Invoice	<u>\$5,083.90</u>
Total Amount Invoiced	<u>\$11,431.90</u>

09.RD 2009 Roadway & Pathway Improvements Project

For professional services associated with 2009 Roadway & Pathway Improvements Project Management

Billed through:

April 24, 2009

Activities Performed:

Finished Construction Documents and assisted with bidding phase.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	18.0	\$150.00	\$2,700.00
Professional Engineer	Bush, Jennifer	5.0	\$120.00	\$600.00
Engineering Designer	Bass, Jennifer	34.7	\$101.00	\$3,504.70
Engineering Designer	Barker, John	1.0	\$101.00	\$101.00
Engineering Designer	Carr, Jason	1.0	\$101.00	\$101.00
Engineering Designer	Clegg, Brett	2.0	\$101.00	\$202.00
Engineering Designer	McKellar, Jerri Lee	1.0	\$101.00	\$101.00
Engineering Designer	Steinauer, Dianna	0.5	\$101.00	\$50.50
Survey Technician	Stimpson, Tenille	16.6	\$79.00	\$1,311.40
Office/Clerical	Peninger, Heather	8.3	\$67.00	\$556.10
Office/Clerical	Miller, Katherine	6.2	\$67.00	\$415.40
Office/Clerical	Hill, Trudy	4.0	\$67.00	\$268.00
		98.3		\$9,911.10

A19

EXPENSES

Expense Charges	\$1.75
Subcontractor Charges	\$1,019.50
	<u>\$1,021.25</u>

TOTAL AMOUNT DUE THIS INVOICE

\$10,932.35

Summary:

Previously Billed	\$13,598.58
Current Invoice	<u>\$10,932.35</u>
Total Amount Invoiced	\$24,530.93

ATTACHMENT D

WAGE RATES TABLE
2016 CITY OF SUN VALLEY ENGINEER WAGE RATES

Title/Role	Name	Rate
Specialist/Principal	Mark Bowen Bob Beckman	\$207
Senior Professional Engineer	Betsy Roberts	\$172
Professional Engineer	George Van Horn Jenny Kindig	\$138
Jr. Engineer/Designer	Alyce Tolman	\$116
Graphics/Project Support	Sara Baker	\$91
Accounting/Admin	Heather Peninger Charli Neil Rachel Stith	\$77

Proposed Contract with track changes



STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

CH2M HILL'S OFFICE ADDRESS: 322 East Front Street, Suite 200, Boise, ID 83702
CH2M HILL'S PROJECT NO.: 350794
PROJECT NAME: On-Call City Engineering Services
CLIENT: City of Sun Valley
CLIENT'S ADDRESS: 81 Elkhorn Road, (PO Box 416), Sun Valley, ID 83353

CLIENT requests and authorizes CH2M HILL ENGINEERS, INC. (hereinafter "CH2M HILL") to perform the following Services:

Scope of Services

Attachment A describes the typical scope of on-call services.

Attachment B is a sample Task Order that provides a scope of work, and level of effort and price for a specific, finite project.

Attachment C is a sample invoice.

Compensation

All services will be invoiced in accordance with the Per Diem Rate Table included as Attachment D. These rates are valid - is a wage rate table for the 2016 calendar year.

Schedule

As described per Task Order.

Other Terms

Attachments:

- A. Scope of Services for City of Sun Valley On Call Services
- B. Sample CH2M HILL Task Order For City of Sun Valley
- C. Sample Invoice
- D. 2016 Wage-Per Diem Rate Table
- E. Supplementary Provisions

Services covered by this AGREEMENT will be performed in accordance with the Provisions and any attachments or schedules. This AGREEMENT supersedes all prior agreements and understandings and may only be changed by written amendment executed by both parties.

CLIENT:

Signature _____

Name (printed) _____

Title _____

Date _____

CH2M HILL ENGINEERS, INC.:

Signature _____

Name (printed) _____

Title _____

Date _____

PROVISIONS

1. Authorization to Proceed

Execution of this AGREEMENT by CLIENT will be authorization for CH2M HILL to proceed with the Services, unless otherwise provided for in this AGREEMENT.

2. Salary Costs

CH2M HILL's and its affiliated companies' Salary Costs, when the basis of compensation, are the amount of wages or salaries paid CH2M HILL employees for work directly performed on the Project plus a percentage applied to all such wages or salaries to cover all payroll-related taxes, payments, premiums, and benefits.

3. Per Diem Rates

CH2M HILL's and its affiliated companies' Per Diem Rates, when the basis of compensation, are those hourly or daily rates charged for work performed on the Project by CH2M HILL employees. These rates are contained in the COMPENSATION section on Page 1 and are subject to a 4% annual calendar year escalation/adjustment.

4. Subcontracts and Direct Expenses

When Services are performed on a cost reimbursement basis, a markup of five (5%) percent will be applied to subcontracts and outside services and a markup of five (5%) percent will be applied to Direct Expenses. For purposes of this AGREEMENT, Direct Expenses are defined to include those necessary costs and charges incurred for the Project including, but not limited to: (1) the direct costs of transportation, meals, lodging, shipping, equipment and supplies; (2) CH2M HILL's current standard rate charges for direct use of CH2M HILL's vehicles, laboratory test and analysis, and certain field equipment; and (3) CH2M HILL's standard project charges for computing systems, and health and safety requirements of OSHA.

All sales, use, value added, business transfer, gross receipts, or other similar taxes will be added to CH2M HILL's compensation when invoicing CLIENT.

5. Cost Opinions

Any cost opinions or Project economic evaluations provided by CH2M HILL will be on a basis of experience and judgment, but, since CH2M HILL has no control over market conditions or bidding procedures, CH2M HILL cannot warrant that bids, ultimate construction cost, or Project economics will not vary from these opinions.

6. Standard of Care

The standard of care applicable to CH2M HILL's services will be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar services at the time CH2M HILL's services are performed. CH2M HILL will re-perform any services not meeting this standard without additional compensation.

7. Termination

This AGREEMENT may be terminated for convenience on 30 days written notice or if either party fails substantially to perform through no fault of the other and does not commence correction of such nonperformance within 5 days of written notice and diligently complete the correction thereafter. On termination, CH2M HILL will be paid for all authorized work performed up to the termination date plus termination expenses, such as, but not limited to, reassignment of personnel, subcontract termination costs, and related closeout costs.

8. Payment to CH2M HILL

Monthly invoices will be issued by CH2M HILL for all Services performed under this AGREEMENT. CLIENT shall pay each invoice **within 30-60 days**. Interest at a rate of 1-1/2 percent per month will be charged on all past-due amounts.

In the event of a disputed billing, only that disputed portion will be withheld from payment, and the undisputed portion will be paid. CLIENT will exercise reasonableness in disputing any bill or

portion thereof. No interest will accrue on any disputed portion of the billing until mutually resolved.

9. Limitation of Liability

CH2M HILL's liability for CLIENT's damages will, in the aggregate, not exceed \$100,000. This Provision takes precedence over any conflicting Provision of this AGREEMENT or any document incorporated into it or referenced by it.

In no event shall CH2M HILL, its affiliated corporations, officers, employees, or any of its subcontractors be liable for any incidental, indirect, special, punitive, economic or consequential damages, including but not limited to loss of revenue or profits, suffered or incurred by CLIENT or any of its agents, including other contractors engaged at the project site, as a result of this Agreement or CH2M HILL's performance or non-performance of services pursuant to this Agreement.

Limitations of liability provided herein will apply whether CH2M HILL's liability arises under breach of contract or warranty; tort, including negligence; strict liability; statutory liability; or any other cause of action, and shall include CH2M HILL's officers, affiliated corporations, employees, and subcontractors.

10. Severability and Survival

If any of the provisions contained in this AGREEMENT are held illegal, invalid or unenforceable, the other provisions shall remain in full effect. Limitations of liability shall survive termination of this AGREEMENT for any cause.

11. No Third Party Beneficiaries

This AGREEMENT gives no rights or benefits to anyone other than CLIENT and CH2M HILL and has no third party beneficiaries except as provided in Provision 9.

12. Materials and Samples

Any items, substances, materials, or samples removed from the Project site for testing, analysis, or other evaluation will be returned to the Project site unless agreed to otherwise. CLIENT recognizes and agrees that CH2M HILL is acting as a bailee and at no time assumes title to said items, substances, materials, or samples. CLIENT recognizes that CH2M HILL assumes no risk and/or liability for a waste or hazardous waste site originated by other than CH2M HILL.

13. Assignments

Neither party shall have the power to or will assign any of the duties or rights or any claim arising out of or related to this AGREEMENT, whether arising in tort, contract or otherwise, without the written consent of the other party. Any unauthorized assignment is void and unenforceable.

14. Integration

This AGREEMENT incorporates all previous communications and negotiations and constitutes the entire agreement of the parties. If CLIENT issues a Purchase Order in conjunction with performance of the Services, general or standard terms and conditions on the Purchase Order do not apply to this AGREEMENT.

15. Force Majeure

If performance of the Services is affected by causes beyond CH2M HILL's reasonable control, project schedule and compensation shall be equitably adjusted.

16. Dispute Resolution

The parties will use their best efforts to resolve amicably any dispute, including use of alternative dispute resolution options.

17. Changes

CLIENT may make or approve changes within the general Scope of Services in this AGREEMENT. ~~If such changes affect CH2M HILL's cost of or time required for performance of the services, an equitable adjustment will be made through an amendment to this AGREEMENT.~~

Formatted: Highlight

Attachment A

Scope of Work for City of Sun Valley

On Call Engineering and Consulting Services

PREPARED FOR: City of Sun Valley
COPY TO: Sherri Newland
PREPARED BY: Betsy Roberts
DATE: September 19, 2016
APPROVED BY: Neil Handyside

Scope of Services

The CH2M HILL Engineers, Inc. (Engineer) team has been the City of Sun Valley's engineer since the early 1990's. This document has been developed in an attempt to maintain a fresh and up to date contract and scope of work.

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General City Engineering Support

There is an element of City Engineering support that is very general and can include a wide variety of support that can range from a simple answer on the phone to a bit more research, documentation and response. In general, however, it has covered some of the following types of items:

- Responding to citizen, developer, or council questions that cannot be answered by City staff
- Providing immediate engineering support/solutions for unforeseen operational issues (stream overflowing bank, significant infrastructure failure) until a permanent solution is developed and a task defined
- Assistance with material selection, contractor and supplier support
- Provide input on budget, process, compliance or other engineering requirements
- Coordination with state or federal agencies (BLM, Idaho Water Resources, Transportation Department, US Forest Service, FEMA, etc.)

Invoicing for this Effort: These are typically minor items that are less than a day's worth of work and are itemized on the invoice as specific line item elements, paid as time and materials. Each individual's time is shown and a brief description of the work is provided.

Development Review

Assist City Community Development staff with proposed development reviews including engineering design review, preliminary plat, final plat, rezones, conditional use, etc., as needed by staff.

Typically the Engineering team conducts an engineering review of developer's proposed subdivision plans. This includes coordination with the Sun Valley Water & Sewer District and other local agencies as applicable (can include Blaine County Rec District, Idaho Transportation Department, BLM, Forest Service, or others). Written documentation is provided to the Community Development Director and the developer. As needed, the Engineering team may contact the developer or the developer's engineering team directly to discuss issues and solutions to design concerns.

As required by law, the City Engineer signs final plats, as they are completed appropriately and timed in coordination with the Community Development Director's project approval process.

Invoicing for this Effort: Generally all development review effort is charged to the individual developers. Time for all reviewers is identified on the invoice and a description of the activities conducted is provided. Each developer review invoice is included on a separate sheet so that the City can forward that to the developer for payment.

Roadway and Pathway Projects

The Engineering team has supported the City by providing a recommended list of repairs, rehabilitation, rebuilds and maintenance projects. As the Council reviews these projects (typically in the Capital Improvement Program) and adopts them into the budget, the Engineering team will then develop a set of

construction documents for bidding and construction purposes. The design process will typically include a cost estimating element.

The Engineering team then provides support during the bidding phase (response to contractor questions, addenda, etc.), and evaluation of bids once they are received. Upon completion of the review, City Engineer will provide a recommendation (or not) of award to the Council.

The City Engineer reviews submittals, applications for payment from the contractor, and responds to questions from the Contractor as well as the City's Street Superintendent. While the Street Superintendent generally conducts the daily construction observation activities and is the first responder to Contractor questions, the City Engineer is available to conduct on-site visits, final walk-throughs, and prepare final acceptance documentation.

Invoicing for this Effort: Typically, the City Engineer develops a task order for each specific project identified and submits this to the City Administrator and the applicable City staffing manager for review. The City reviews the scope of work and fee; if needed, the City staff and City Engineer discuss or modify the task order to better fit the needs of the City. When invoicing, each CH2M staff member and their project time are identified, a description of work is provided, and the total budget, amount to be paid, and remaining budget are identified on the invoice.

Special Projects

Special projects are typically developed under a task order similar to the roadway and pathway projects. Example of Special projects in the past have included:

- Capital Improvements Programming
- Pavement Condition Assessment
- Code Review and Development
- Master Plan or other Planning support (comprehensive plan, transportation master plan, water resources, storm water/flood studies, strategic plan, financial plan, space and facility plan)
- Maintenance Facility Design
- Maintenance Facility Siting
- Emergency Services Review
- Water Quality coordination
- Public Meeting Support
- Budget Support
- Aerial Mapping
- Right of Way and Mapping Support
- Traffic or transportation related issues (Juniper intersection) and coordination with ITD

Invoicing for this Effort: Similar to Roads and Paths above, the City Engineer develops a task order for each Special project and submits to the City Administrator and the applicable City staffing manager for review.

The City reviews the scope of work and fee; if needed, the City staff and City Engineer discuss or modify the task order to better fit the needs of the City. When invoicing, each CH2M staff member and their project time are identified, a description of work is provided, and the total budget, amount to be paid, and remaining budget are identified on the invoice.

ATTACHMENT B

SAMPLE CH2M HILL TASK ORDER FOR CITY OF SUN VALLEY

Task 20XX Sun Valley A, B, C Project

Project Description: EXAMPLE: Conduct a Pavement Condition Assessment for the City of Sun Valley streets and paths. This assessment will provide a numerical ranking of each street or street segment and path or path segment indicating current pavement condition. The information will be used to compare street and street segments and path and path segments in order to determine type of repair or maintenance required and to prioritize such repairs.

CH2M HILL and the CITY of SUN VALLEY have agreed that CH2M HILL will perform the following services, which are part of the Master Agreement dated June, 2016. The services covered by this Task Order will be performed in accordance with the provisions set forth in the Master Agreement together with any attachments or schedules.

Period of Performance: **Project Start:** Month XX, 20XX. This date may be amended to reflect the actual timing of the signature of this Task Order.

To Be Finally Completed: Month YY, 20XX. This date may modify slightly depending on the actual start date. We anticipate needing 4 weeks to complete the work.

Scope of Services: Tasks involved include the following (EXAMPLE):

- Prepare for survey. This includes preparing and printing maps and spreadsheets for note-taking as well as collecting materials for site visit (tapes, camera, clipboards, etc.)
- Survey of pavement and Street/pathway sections for existing public streets and paths within the City of Sun Valley. The survey consists of visual inspection of each street or path for:
 - Pavement condition - cracking, rutting, shoving, potholing, UV damage, spalling, etc.
 - Base condition – failure as noticeable via visual inspection. If necessary, additional coring could be done under another scope of

**Sun Valley
Pavement Condition
Assessment**

work or task order. A drill rig would be required for this additional work. Discussion of street/path conditions through various times of the year will also contribute to an understanding of freeze/thaw issues.

Drainage – inspection and evaluation of obvious drainage issues via shoulder and ditch condition, pavement staining, ponding, and discussions with staff. Issues arising from overwatering and improper sprinkler use are also identified at this time.

- Field notes taken during the survey will document number of cracks per linear foot of street/path; types of cracks (longitudinal, transverse, map, block, and alligator); potholing; rutting, etc. A value is associated with each type of defect and is then applied to the sum of the defects in order to ultimately provide a rating for each street or street segment and each path or path segment.
- A brief draft technical memorandum will be provided with a summary of the ratings and prioritization of the segments. The field data will be included in an appendix.
- This memorandum will be delivered on site. The City Engineer will facilitate a discussion with the City Administrator, Street Superintendent and other staff or council as deemed necessary by the City Administrator. This meeting will be used to discuss any other issues or concerns (beyond physical pavement etc.) that are observed by staff and council that might modify the prioritization of the projects. Comments and modifications will be incorporated and a final memorandum will be sent back to the City via mail or email.

Assumptions:

- City staff will be available to participate in a 2-day field reconnaissance.
- Two CH2M HILL staff will be required to observe, take notes and conduct measurements during the field study.
- One additional site visit will be made by the City Engineer to facilitate review of the draft memo.
- The deliverables will be a technical memorandum describing the process, a summary of top priority projects, and appendices including the ranking process and field notes for each Street and Street segment and each pathway and pathway segment.

Compensation: Estimated: \$XXXX

Other Terms N/A

This Task Order sets forth the total compensation for performing the work described herein. All terms, covenants, and conditions of the above-referenced Master Agreement remain in full force and effect except if duly modified by this Task Order.

CH2M HILL, INC.

City of Sun Valley Idaho

By:

Signature

Neil Handyside

Elizabeth B. Roberts

Project Manager

_____ 2016

By:

Signature

Susan Robertson
City Administrator

_____ 2016



CH2MHILL

Boise Office
322 East Front Street, Suite 200
Boise, ID 83702-7359
Tel 208.345.5310
Fax 208.345.5315

City of Sun Valley
Attn: Michelle Frostenson/Accounts Payable
P.O. Box 416
Sun Valley, ID 83353

Date: 6/9/2009
Project #: 350794
Client #: 007541
Invoice #: 3703793

INVOICE

Period Ending: April 24, 2009

TASK NAME	CONTRACT AMOUNT	TOTAL SPENT	PREVIOUSLY BILLED	CURRENT AMOUNT DUE
09.CE City Engineering	ON-CALL	\$12,639.50	\$12,639.50	\$0.00
09.PZ NR Planning/Zoning - Non-Reimbursable	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #1 Planning/Zoning - Reimbursable Atelier	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #2 Planning/Zoning - Reimbursable Dollar Meadows	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #3 Planning/Zoning - Reimbursable Twin Creeks	ON-CALL	\$65.10	\$0.00	\$65.10
09.PZ #4 Planning/Zoning - Reimbursable SV - White Cloud	ON-CALL	\$18,162.59	\$17,550.84	\$611.75
09.PZ #5 Planning/Zoning - Reimbursable Elkhorn	ON-CALL	\$195.79	\$195.79	\$0.00
09.PZ #6 Planning/Zoning - Reimbursable Weyakin Path	ON-CALL	\$580.90	\$580.90	\$0.00
09.PZ #7 Planning/Zoning - Reimbursable Arrowwood	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #8 Planning/Zoning - Reimbursable Jenkins Residence	ON-CALL	\$323.60	\$323.60	\$0.00
09.PZ #9 Independence	ON-CALL	\$85.29	\$85.29	\$0.00
09.PZ #11 Planning/Zoning - Reimbursable Trail Creek	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #12 Planning/Zoning - Reimbursable Lower Fairway	ON-CALL	\$775.40	\$775.40	\$0.00
09.PD 2009 Sinclair Pathway Improvements 30% Design**		\$7,869.00	\$7,868.20	\$6,348.00
09.PD #3 2009 Sinclair Pathway Improvements Final Design		\$35,735.00	\$5,083.90	\$0.00
09.RD 2009 Road Improvements		\$54,250.00	\$24,530.93	\$13,598.58
GRAND TOTAL		\$97,854.00	\$70,311.20	\$18,213.30

*Contract is Open-Ended on Tasks CE & PZ; without a specified dollar value.
** The 30% Design package for the Sinclair Path project was estimated at \$17,869.
A \$10,000 credit is being given to the City. A lump sum amount of \$7,869 will be charged to the City for this work, per agreement dated 2-10-2009.

TOTAL AMOUNT DUE THIS INVOICE \$18,213.30

Description of Work Accomplished:

* A separate progress report is not attached; the "Activities Performed" were incorporated into this invoice for each task.
** Per agreement letter dated 2/16/09, this budget will only be invoiced up to \$7,869.
Respectfully Submitted,

Elizabeth B. Roberts, P.E.
Project Manager

Remittance Address:
M/S 64, PO Box 4000
Portland, OR 97208

09.PZ #3 Planning/Zoning - Reimbursable Twin Creeks

For PROFESSIONAL SERVICES associated with Planning/Zoning - Twin Creeks

Billed through: April 24, 2009

Project: Reimbursable

Activities Performed:

Plat signed & overnighted

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	0.3	\$150.00	\$45.00
Office/Clerical	Peninger, Heather	0.3	\$67.00	\$20.10
		0.6		\$65.10

EXPENSES

Expense Charges

\$0.00
\$0.00

TOTAL AMOUNT DUE THIS INVOICE

\$65.10

Summary:

Previously Billed	\$0.00
Current Invoice	\$65.10
Total Amount Invoiced	\$65.10

09.PZ #4 Planning/Zoning - Reimbursable SV - White Cloud

For PROFESSIONAL SERVICES associated with Planning/Zoning - White Cloud

Billed through: April 24, 2009

Project: Reimbursable

Activities Performed:

White Clouds site visit: review snow removal to dry roads, erosion control, etc. Coordination and check in with Dave Cole. Geo-tech borrow source discussion with Bill and Benchmark.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	2.7	\$150.00	\$405.00
	Barker, John	1.0	\$101.00	\$101.00
Engineering Designer	Bass, Jennifer L.	0.3	\$101.00	\$30.30
Office/Clerical	Peninger, Heather	0.8	\$67.00	\$53.60
Office/Clerical	Hill, Trudy	0.3	\$67.00	\$20.10
		5.1		\$610.00

EXPENSES

Expense Charges

\$1.75

\$1.75

TOTAL AMOUNT DUE THIS INVOICE

\$611.75

Summary:

Previously Billed	\$17,550.84
Current Invoice	\$611.75
Total Amount Invoiced	\$18,162.59

09.PD 2009 Sinclair Pathway Improvements 30% Design **

"For professional services associated with 2009 Sinclair Pathway Improvements for the City of Sun Valley, ID"

Billed through:

April 24, 2009

Activities Performed:

Finished the preliminary design and presented that to the City on April 2nd. Made minor modifications following that meeting. Began work with ITD on RW issues.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	10.0	\$150.00	\$1,500.00
Office/Clerical	Steinauer, Dianna	0.2	\$101.00	\$20.20
		<u>10.2</u>		<u>\$1,520.20</u>

TOTAL AMOUNT DUE THIS INVOICE

\$1,520.20

Summary:

Previously Billed	\$6,348.00
Current Invoice	<u>\$1,520.20</u>
Total Amount Invoiced	<u>\$7,868.20</u>

09.PD 2009 Sinclair Pathway Improvements Final Design

"For professional services associated with 2009 Sinclair Pathway Improvements for the City of Sun Valley, ID"

Billed through:

April 24, 2009

Activities Performed:

Finished the preliminary design and presented that to the City on April 2nd. Made minor modifications following that meeting. Began work with ITD on RW issues.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.		\$150.00	\$0.00
Office/Clerical	Diver, Mary Geraldine	1.0	\$120.00	\$120.00
Engineering Designer	Exon, Darren Blaise	44.0	\$101.00	\$4,444.00
Engineering Designer	Bass, Jennifer	1.0	\$101.00	\$101.00
Office/Clerical	Steinauer, Dianna	0.3	\$101.00	\$30.30
Office/Clerical	Hill, Trudy	2.0	\$67.00	\$134.00
Office/Clerical	Peninger, Heather	3.8	\$67.00	\$254.60
		52.1		\$5,083.90

TOTAL AMOUNT DUE THIS INVOICE

\$5,083.90

Summary:

Previously Billed	\$6,348.00
Current Invoice	<u>\$5,083.90</u>
Total Amount Invoiced	<u>\$11,431.90</u>

09.RD 2009 Roadway & Pathway Improvements Project

For professional services associated with 2009 Roadway & Pathway Improvements Project Management

Billed through:

April 24, 2009

Activities Performed:

Finished Construction Documents and assisted with bidding phase.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	18.0	\$150.00	\$2,700.00
Professional Engineer	Bush, Jennifer	5.0	\$120.00	\$600.00
Engineering Designer	Bass, Jennifer	34.7	\$101.00	\$3,504.70
Engineering Designer	Barker, John	1.0	\$101.00	\$101.00
Engineering Designer	Carr, Jason	1.0	\$101.00	\$101.00
Engineering Designer	Clegg, Brett	2.0	\$101.00	\$202.00
Engineering Designer	McKellar, Jerri Lee	1.0	\$101.00	\$101.00
Engineering Designer	Steinauer, Dianna	0.5	\$101.00	\$50.50
Survey Technician	Stimpson, Tenille	16.6	\$79.00	\$1,311.40
Office/Clerical	Peninger, Heather	8.3	\$67.00	\$556.10
Office/Clerical	Miller, Katherine	6.2	\$67.00	\$415.40
Office/Clerical	Hill, Trudy	4.0	\$67.00	\$268.00
		98.3		\$9,911.10

A35

EXPENSES

Expense Charges	\$1.75
Subcontractor Charges	\$1,019.50
	<u>\$1,021.25</u>

TOTAL AMOUNT DUE THIS INVOICE

\$10,932.35

Summary:

Previously Billed	\$13,598.58
Current Invoice	<u>\$10,932.35</u>
Total Amount Invoiced	\$24,530.93

ATTACHMENT D

CH2M PER DIEM RATE TABLE
2016 CITY OF SUN VALLEY ENGINEER HOURLY RATES

Title/Role	Name	Rate
Specialist/Principal	Mark Bowen Bob Beckman	\$207
Senior Professional Engineer	Betsy Roberts	\$172
Professional Engineer	George Van Horn Jenny Kindig	\$138
Jr. Engineer/Designer	Alyce Tolman	\$116
Graphics/Project Support	Sara Baker	\$91
Accounting/Admin	Heather Peninger Charli Neil Rachel Stith	\$77

Attachment E3

SUPPLEMENTARY PROVISIONS

These Supplementary Provisions amend or supplement the Provisions to the Standard Agreement for Professional Services. All provisions which are not so amended or supplemented remain in full force and effect.

1A. Add a paragraph 1A to read:

1A. Basic services of CH2M HILL

CH2M HILL shall perform for CLIENT professional engineering services defined in Attachment 1A, attached hereto. Such services shall be performed timely, diligently, and professionally with due regard given to CLIENT's objectives for timely performance and implementation of each specific task in a professional manner.

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2. Salary Costs - Delete this paragraph in its entirety.

3. ~~Per-Diem Rates—Delete this paragraph in its entirety.~~ Reserved

~~89.~~ Payment to CH2M HILL - Add the following paragraph at the end of this Provision;

CH2M HILL shall provide monthly invoices as defined in Attachment 1, attached hereto.

~~409.~~ Limitation of Liability - Delete the first sentence of this paragraph in its entirety and insert the following:

CH2M HILL's Professional liability for CLIENT's damages will, in the aggregate, not exceed \$2,000,000.00. This limitation of liability may be negotiated and amended or increased on a per project basis by inclusion of a project-specific limitation of liability in a task order, scope of work, or similar project document.

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~~178.~~ Revise Add paragraph ~~178.~~ Changes to read as follows:

~~48.~~ Changes

CLIENT may make or approve changes within the general Scope of Work Services in this AGREEMENT and each Task Order. If such changes affect ENGINEER/CH2M HILL's cost of or time required for performance of the services, an equitable adjustment will be made through an amendment to this AGREEMENT or the effected Task Order.

~~189.~~ Add paragraph ~~189.~~ Indemnification to read as follows:

~~189.~~ Indemnification

(a) CH2M HILL agrees to indemnify CLIENT from any claims, damages, losses, and costs, including, but not limited to, attorney's fees and litigation costs, arising out of claims by third parties for property damage and bodily injury, including death, caused

by the negligence or willful misconduct of CH2M HILL, CH2M HILL's employees, affiliated corporations, officers, and subcontractors in connection with the PROJECT.

(b) ~~CLIENT agrees to indemnify CH2M HILL from any claims, damages, losses, and costs, including, but not limited to, attorney's fees and litigation costs, arising out of claims by third parties for property damage and bodily injury, including death, caused by the negligence or willful misconduct of CLIENT, CLIENT's employees, or agents in connection with the PROJECT.~~

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(e) If the negligence or willful misconduct of both CH2M HILL and CLIENT (or a person identified above for whom each is liable) is a cause of such damage or injury, the loss, cost or expense shall be shared between CH2M HILL and CLIENT in proportion to their relative degrees of negligence or willful misconduct and the right of indemnity shall apply for such proportion.

2019. Add paragraph 2019. Insurance to read as follows:

20. Insurance

CH2M HILL will maintain throughout this AGREEMENT the following insurance:

(a) Workers compensation and employer's liability insurance as required by the state of Idaho.

(b) Comprehensive automobile and vehicle liability insurance covering claims for injuries to members of the public and/or damages to property of others arising from use of motor vehicles, including onsite and offsite operations, and owned, nonowned, or hired vehicles, with \$1,000,000 combined single limits.

(c) Commercial general liability insurance covering claims for injuries to members of the public or damage to property of others arising out of any covered negligent act or omission of CH2M HILL or of any of its employees, agents, or subcontractors, with \$2,000,000 per occurrence and in the aggregate.

(d) Professional liability insurance of \$2,000,000 per ~~occurrence-claim~~ and in the aggregate.

(e) CLIENT will be named as an additional insured with respect to CH2M HILL's liabilities hereunder in insurance coverages identified in items (b) and (c) and CH2M HILL waives subrogation against CLIENT as to said policies.



STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

CH2M HILL'S OFFICE ADDRESS: 322 East Front Street, Suite 200, Boise, ID 83702

CH2M HILL'S PROJECT NO.: 350794

PROJECT NAME: On-Call City Engineering Services

CLIENT: City of Sun Valley

CLIENT'S ADDRESS: 81 Elkhorn Road, (PO Box 416), Sun Valley, ID 83353

CLIENT requests and authorizes CH2M HILL ENGINEERS, INC. (hereinafter "CH2M HILL") to perform the following Services:

Scope of Services

Attachment A describes the typical scope of on-call services.

Attachment B is a sample Task Order that provides a scope of work, level of effort and price for a specific, finite project.

Attachment C is a sample invoice.

Compensation

All services will be invoiced in accordance with the Per Diem Rate Table included as Attachment D. These rates are valid for the 2016 calendar year.

Schedule

As described per Task Order.

Other Terms

Attachments:

- A. Scope of Services for City of Sun Valley On Call Services
- B. Sample CH2M HILL Task Order For City of Sun Valley
- C. Sample Invoice
- D. 2016 Per Diem Rate Table
- E. Supplementary Provisions

Services covered by this AGREEMENT will be performed in accordance with the Provisions and any attachments or schedules. This AGREEMENT supersedes all prior agreements and understandings and may only be changed by written amendment executed by both parties.

CLIENT:

Signature _____

Name (printed) _____

Title _____

Date _____

CH2M HILL ENGINEERS, INC.:

Signature _____

Name (printed) _____

Title _____

Date _____

PROVISIONS

1. Authorization to Proceed

Execution of this AGREEMENT by CLIENT will be authorization for CH2M HILL to proceed with the Services, unless otherwise provided for in this AGREEMENT.

2. Salary Costs

CH2M HILL's and its affiliated companies' Salary Costs, when the basis of compensation, are the amount of wages or salaries paid CH2M HILL employees for work directly performed on the Project plus a percentage applied to all such wages or salaries to cover all payroll-related taxes, payments, premiums, and benefits.

3. Per Diem Rates

CH2M HILL's and its affiliated companies' Per Diem Rates, when the basis of compensation, are those hourly or daily rates charged for work performed on the Project by CH2M HILL employees. These rates are contained in the COMPENSATION section on Page 1 and are subject to a 4% annual calendar year escalation/adjustment.

4. Subcontracts and Direct Expenses

When Services are performed on a cost reimbursement basis, a markup of five (5%) percent will be applied to subcontracts and outside services and a markup of five (5%) percent will be applied to Direct Expenses. For purposes of this AGREEMENT, Direct Expenses are defined to include those necessary costs and charges incurred for the Project including, but not limited to: (1) the direct costs of transportation, meals, lodging, shipping, equipment and supplies; (2) CH2M HILL's current standard rate charges for direct use of CH2M HILL's vehicles, laboratory test and analysis, and certain field equipment; and (3) CH2M HILL's standard project charges for computing systems, and health and safety requirements of OSHA.

All sales, use, value added, business transfer, gross receipts, or other similar taxes will be added to CH2M HILL's compensation when invoicing CLIENT.

5. Cost Opinions

Any cost opinions or Project economic evaluations provided by CH2M HILL will be on a basis of experience and judgment, but, since CH2M HILL has no control over market conditions or bidding procedures, CH2M HILL cannot warrant that bids, ultimate construction cost, or Project economics will not vary from these opinions.

6. Standard of Care

The standard of care applicable to CH2M HILL's services will be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar services at the time CH2M HILL's services are performed. CH2M HILL will re-perform any services not meeting this standard without additional compensation.

7. Termination

This AGREEMENT may be terminated for convenience on 30 days written notice or if either party fails substantially to perform through no fault of the other and does not commence correction of such nonperformance within 5 days of written notice and diligently complete the correction thereafter. On termination, CH2M HILL will be paid for all authorized work performed up to the termination date plus termination expenses, such as, but not limited to, reassignment of personnel, subcontract termination costs, and related closeout costs.

8. Payment to CH2M HILL

Monthly invoices will be issued by CH2M HILL for all Services performed under this AGREEMENT. CLIENT shall pay each invoice within 60 days. Interest at a rate of 1-1/2 percent per month will be charged on all past-due amounts.

In the event of a disputed billing, only that disputed portion will be withheld from payment, and the undisputed portion will be paid. CLIENT will exercise reasonableness in disputing any bill or

portion thereof. No interest will accrue on any disputed portion of the billing until mutually resolved.

9. Limitation of Liability

CH2M HILL's liability for CLIENT's damages will, in the aggregate, not exceed \$100,000. This Provision takes precedence over any conflicting Provision of this AGREEMENT or any document incorporated into it or referenced by it. In no event shall CH2M HILL, its affiliated corporations, officers, employees, or any of its subcontractors be liable for any incidental, indirect, special, punitive, economic or consequential damages, including but not limited to loss of revenue or profits, suffered or incurred by CLIENT or any of its agents, including other contractors engaged at the project site, as a result of this Agreement or CH2M HILL's performance or non-performance of services pursuant to this Agreement.

Limitations of liability provided herein will apply whether CH2M HILL's liability arises under breach of contract or warranty; tort, including negligence; strict liability; statutory liability; or any other cause of action, and shall include CH2M HILL's officers, affiliated corporations, employees, and subcontractors.

10. Severability and Survival

If any of the provisions contained in this AGREEMENT are held illegal, invalid or unenforceable, the other provisions shall remain in full effect. Limitations of liability shall survive termination of this AGREEMENT for any cause.

11. No Third Party Beneficiaries

This AGREEMENT gives no rights or benefits to anyone other than CLIENT and CH2M HILL and has no third party beneficiaries except as provided in Provision 9.

12. Materials and Samples

Any items, substances, materials, or samples removed from the Project site for testing, analysis, or other evaluation will be returned to the Project site unless agreed to otherwise. CLIENT recognizes and agrees that CH2M HILL is acting as a bailee and at no time assumes title to said items, substances, materials, or samples. CLIENT recognizes that CH2M HILL assumes no risk and/or liability for a waste or hazardous waste site originated by other than CH2M HILL.

13. Assignments

Neither party shall have the power to or will assign any of the duties or rights or any claim arising out of or related to this AGREEMENT, whether arising in tort, contract or otherwise, without the written consent of the other party. Any unauthorized assignment is void and unenforceable.

14. Integration

This AGREEMENT incorporates all previous communications and negotiations and constitutes the entire agreement of the parties. If CLIENT issues a Purchase Order in conjunction with performance of the Services, general or standard terms and conditions on the Purchase Order do not apply to this AGREEMENT.

15. Force Majeure

If performance of the Services is affected by causes beyond CH2M HILL's reasonable control, project schedule and compensation shall be equitably adjusted.

16. Dispute Resolution

The parties will use their best efforts to resolve amicably any dispute, including use of alternative dispute resolution options.

17. Changes

CLIENT may make or approve changes within the general Scope of Services in this AGREEMENT. If such changes affect CH2M HILL's cost of or time required for performance of the services, an equitable adjustment will be made through an amendment to this AGREEMENT.

Attachment A

Scope of Work for City of Sun Valley

On Call Engineering and Consulting Services

PREPARED FOR: City of Sun Valley
COPY TO: Sherri Newland
PREPARED BY: Betsy Roberts
DATE: September 19, 2016
APPROVED BY: Neil Handyside

Scope of Services

The CH2M HILL Engineers, Inc. (Engineer) team has been the City of Sun Valley's engineer since the early 1990's. This document has been developed in an attempt to maintain a fresh and up to date contract and scope of work.

This Attachment A to the Standard Master Agreement for Professional Services between Engineer and Owner presents an estimated Scope of Work (SOW) for the Engineer's assistance with miscellaneous engineering work on an on-call basis for anticipated Tasks identified below. Services authorized in this SOW shall be for professional engineering services per the Standard Master Agreement for Professional Services as dated on that agreement.

While this memorandum summarizes anticipated tasks, it is CH2M's intent to provide needed engineering services as directed by the City. By its very nature, the scope of services described below is very general and it is not possible to determine the exact level of effort needed to perform the services. Invoices based on time and materials will be developed on a monthly basis. CH2M will work with the District to ensure the level of effort applied matches that intended by the City. Unless otherwise directed, current invoice style will remain the same. Separate pages will be developed for each activity and will include a brief report of work performed, a list of all staff time and any directly related expenses incurred during the effort, and, if applicable, an accounting of total budget, cost to date, and remaining budget.

The scope of services, anticipated tasks, clarifications, project team, and project fee, are described below. This list represents our best understanding of the services and deliverables needed for this project based upon the available information.

Project Team

The following team members are the local staff who typically will support this project. Others will be used to provide best fit for each project.

Principal in Charge/Vice President – Mark Bowen

Transportation Business Group/Vice President – Neil Handyside

Project Manager/City Engineer – Betsy Roberts

Transportation Engineer – Blaise Exon

Development Review – George Van Horn

Engineering Technician – Alyce Tolman

Administrative Support – Heather Peninger

General City Engineering Support

There is an element of City Engineering support that is very general and can include a wide variety of support that can range from a simple answer on the phone to a bit more research, documentation and response. In general, however, it has covered some of the following types of items:

- Responding to citizen, developer, or council questions that cannot be answered by City staff
- Providing immediate engineering support/solutions for unforeseen operational issues (stream overflowing bank, significant infrastructure failure) until a permanent solution is developed and a task defined
- Assistance with material selection, contractor and supplier support
- Provide input on budget, process, compliance or other engineering requirements
- Coordination with state or federal agencies (BLM, Idaho Water Resources, Transportation Department, US Forest Service, FEMA, etc.)

Invoicing for this Effort: These are typically minor items that are less than a day's worth of work and are itemized on the invoice as specific line item elements, paid as time and materials. Each individual's time is shown and a brief description of the work is provided.

Development Review

Assist City Community Development staff with proposed development reviews including engineering design review, preliminary plat, final plat, rezones, conditional use, etc., as needed by staff.

Typically the Engineering team conducts an engineering review of developer's proposed subdivision plans. This includes coordination with the Sun Valley Water & Sewer District and other local agencies as applicable (can include Blaine County Rec District, Idaho Transportation Department, BLM, Forest Service, or others). Written documentation is provided to the Community Development Director and the developer. As needed, the Engineering team may contact the developer or the developer's engineering team directly to discuss issues and solutions to design concerns.

As required by law, the City Engineer signs final plats, as they are completed appropriately and timed in coordination with the Community Development Director's project approval process.

Invoicing for this Effort: Generally all development review effort is charged to the individual developers. Time for all reviewers is identified on the invoice and a description of the activities conducted is provided. Each developer review invoice is included on a separate sheet so that the City can forward that to the developer for payment.

Roadway and Pathway Projects

The Engineering team has supported the City by providing a recommended list of repairs, rehabilitation, rebuilds and maintenance projects. As the Council reviews these projects (typically in the Capital Improvement Program) and adopts them into the budget, the Engineering team will then develop a set of

construction documents for bidding and construction purposes. The design process will typically include a cost estimating element.

The Engineering team then provides support during the bidding phase (response to contractor questions, addenda, etc.), and evaluation of bids once they are received. Upon completion of the review, City Engineer will provide a recommendation (or not) of award to the Council.

The City Engineer reviews submittals, applications for payment from the contractor, and responds to questions from the Contractor as well as the City's Street Superintendent. While the Street Superintendent generally conducts the daily construction observation activities and is the first responder to Contractor questions, the City Engineer is available to conduct on-site visits, final walk-throughs, and prepare final acceptance documentation.

Invoicing for this Effort: Typically, the City Engineer develops a task order for each specific project identified and submits this to the City Administrator and the applicable City staffing manager for review. The City reviews the scope of work and fee; if needed, the City staff and City Engineer discuss or modify the task order to better fit the needs of the City. When invoicing, each CH2M staff member and their project time are identified, a description of work is provided, and the total budget, amount to be paid, and remaining budget are identified on the invoice.

Special Projects

Special projects are typically developed under a task order similar to the roadway and pathway projects. Example of Special projects in the past have included:

- Capital Improvements Programming
- Pavement Condition Assessment
- Code Review and Development
- Master Plan or other Planning support (comprehensive plan, transportation master plan, water resources, storm water/flood studies, strategic plan, financial plan, space and facility plan)
- Maintenance Facility Design
- Maintenance Facility Siting
- Emergency Services Review
- Water Quality coordination
- Public Meeting Support
- Budget Support
- Aerial Mapping
- Right of Way and Mapping Support
- Traffic or transportation related issues (Juniper intersection) and coordination with ITD

Invoicing for this Effort: Similar to Roads and Paths above, the City Engineer develops a task order for each Special project and submits to the City Administrator and the applicable City staffing manager for review.

The City reviews the scope of work and fee; if needed, the City staff and City Engineer discuss or modify the task order to better fit the needs of the City. When invoicing, each CH2M staff member and their project time are identified, a description of work is provided, and the total budget, amount to be paid, and remaining budget are identified on the invoice.

ATTACHMENT B

SAMPLE CH2M HILL TASK ORDER FOR CITY OF SUN VALLEY

Task 20XX Sun Valley A, B, C Project

Project Description: EXAMPLE: Conduct a Pavement Condition Assessment for the City of Sun Valley streets and paths. This assessment will provide a numerical ranking of each street or street segment and path or path segment indicating current pavement condition. The information will be used to compare street and street segments and path and path segments in order to determine type of repair or maintenance required and to prioritize such repairs.

CH2M HILL and the CITY of SUN VALLEY have agreed that CH2M HILL will perform the following services, which are part of the Master Agreement dated June, 2016. The services covered by this Task Order will be performed in accordance with the provisions set forth in the Master Agreement together with any attachments or schedules.

Period of Performance: **Project Start:** Month XX, 20XX. This date may be amended to reflect the actual timing of the signature of this Task Order.

To Be Finally Completed: Month YY, 20XX. This date may modify slightly depending on the actual start date. We anticipate needing 4 weeks to complete the work.

Scope of Services: Tasks involved include the following (EXAMPLE):

- Prepare for survey. This includes preparing and printing maps and spreadsheets for note-taking as well as collecting materials for site visit (tapes, camera, clipboards, etc.)
- Survey of pavement and Street/pathway sections for existing public streets and paths within the City of Sun Valley. The survey consists of visual inspection of each street or path for:

Pavement condition - cracking, rutting, shoving, potholing, UV damage, spalling, etc.

Base condition – failure as noticeable via visual inspection. If necessary, additional coring could be done under another scope of

**Sun Valley
Pavement Condition
Assessment**

work or task order. A drill rig would be required for this additional work. Discussion of street/path conditions through various times of the year will also contribute to an understanding of freeze/thaw issues.

Drainage – inspection and evaluation of obvious drainage issues via shoulder and ditch condition, pavement staining, ponding, and discussions with staff. Issues arising from overwatering and improper sprinkler use are also identified at this time.

- Field notes taken during the survey will document number of cracks per linear foot of street/path; types of cracks (longitudinal, transverse, map, block, and alligator); potholing; rutting, etc. A value is associated with each type of defect and is then applied to the sum of the defects in order to ultimately provide a rating for each street or street segment and each path or path segment.
- A brief draft technical memorandum will be provided with a summary of the ratings and prioritization of the segments. The field data will be included in an appendix.
- This memorandum will be delivered on site. The City Engineer will facilitate a discussion with the City Administrator, Street Superintendent and other staff or council as deemed necessary by the City Administrator. This meeting will be used to discuss any other issues or concerns (beyond physical pavement etc.) that are observed by staff and council that might modify the prioritization of the projects. Comments and modifications will be incorporated and a final memorandum will be sent back to the City via mail or email.

Assumptions:

- City staff will be available to participate in a 2-day field reconnaissance.
- Two CH2M HILL staff will be required to observe, take notes and conduct measurements during the field study.
- One additional site visit will be made by the City Engineer to facilitate review of the draft memo.
- The deliverables will be a technical memorandum describing the process, a summary of top priority projects, and appendices including the ranking process and field notes for each Street and Street segment and each pathway and pathway segment.

Compensation: Estimated: \$XXXX

Other Terms N/A

This Task Order sets forth the total compensation for performing the work described herein. All terms, covenants, and conditions of the above-referenced Master Agreement remain in full force and effect except if duly modified by this Task Order.

CH2M HILL, INC.

City of Sun Valley Idaho

By:

Signature

Neil Handyside

Elizabeth B. Roberts

Project Manager

_____ 2016

By:

Signature

Susan Robertson
City Administrator

_____ 2016

Boise Office
322 East Front Street, Suite 200
Boise, ID 83702-7359
Tel 208.345.5310
Fax 208.345.5315



CH2MHILL

City of Sun Valley
Attn: Michelle Frostenson/Accounts Payable
P.O. Box 416
Sun Valley, ID 83353

Date: 6/9/2009
Project #: 350794
Client #: 007541
Invoice #: 3703793

INVOICE

Period Ending: April 24, 2009

TASK NAME	CONTRACT AMOUNT	TOTAL SPENT	PREVIOUSLY BILLED	CURRENT AMOUNT DUE
09.CE City Engineering	ON-CALL	\$12,639.50	\$12,639.50	\$0.00
09.PZ NR Planning/Zoning - Non-Reimbursable	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #1 Planning/Zoning - Reimbursable Atelier	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #2 Planning/Zoning - Reimbursable Dollar Meadows	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #3 Planning/Zoning - Reimbursable Twin Creeks	ON-CALL	\$65.10	\$0.00	\$65.10
09.PZ #4 Planning/Zoning - Reimbursable SV - White Cloud	ON-CALL	\$18,162.59	\$17,550.84	\$611.75
09.PZ #5 Planning/Zoning - Reimbursable Elkhorn	ON-CALL	\$195.79	\$195.79	\$0.00
09.PZ #6 Planning/Zoning - Reimbursable Weyakin Path	ON-CALL	\$580.90	\$580.90	\$0.00
09.PZ #7 Planning/Zoning - Reimbursable Arrowwood	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #8 Planning/Zoning - Reimbursable Jenkins Residence	ON-CALL	\$323.60	\$323.60	\$0.00
09.PZ #9 Independence	ON-CALL	\$85.29	\$85.29	\$0.00
09.PZ #11 Planning/Zoning - Reimbursable Trail Creek	ON-CALL	\$0.00	\$0.00	\$0.00
09.PZ #12 Planning/Zoning - Reimbursable Lower Fairway	ON-CALL	\$775.40	\$775.40	\$0.00
09.PD 2009 Sinclair Pathway Improvements 30% Design**		\$7,869.00	\$7,868.20	\$6,348.00
09.PD #3 2009 Sinclair Pathway Improvements Final Design		\$35,735.00	\$5,083.90	\$0.00
09.RD 2009 Road Improvements		\$54,250.00	\$24,530.93	\$13,598.58
GRAND TOTAL		\$97,854.00	\$70,311.20	\$18,213.30

*Contract is Open-Ended on Tasks CE & PZ; without a specified dollar value.
** The 30% Design package for the Sinclair Path project was estimated at \$17,869.
A \$10,000 credit is being given to the City. A lump sum amount of \$7,869 will be charged to the City for this work, per agreement dated 2-10-2009.

TOTAL AMOUNT DUE THIS INVOICE \$18,213.30

Description of Work Accomplished:

* A separate progress report is not attached; the "Activities Performed" were incorporated into this invoice for each task.
** Per agreement letter dated 2/16/09, this budget will only be invoiced up to \$7,869.
Respectfully Submitted,

Elizabeth B. Roberts, P.E.
Project Manager

Remittance Address:
M/S 64, PO Box 4000
Portland, OR 97208

09.PZ #3 Planning/Zoning - Reimbursable Twin Creeks

For PROFESSIONAL SERVICES associated with Planning/Zoning - Twin Creeks

Billed through: April 24, 2009

Project: Reimbursable

Activities Performed:

Plat signed & overnighted

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	0.3	\$150.00	\$45.00
Office/Clerical	Peninger, Heather	0.3	\$67.00	\$20.10
		0.6		\$65.10

EXPENSES

Expense Charges

\$0.00
\$0.00

TOTAL AMOUNT DUE THIS INVOICE

\$65.10

Summary:

Previously Billed	\$0.00
Current Invoice	\$65.10
Total Amount Invoiced	\$65.10

09.PZ #4 Planning/Zoning - Reimbursable SV - White Cloud

For PROFESSIONAL SERVICES associated with Planning/Zoning - White Cloud

Billed through: April 24, 2009

Project: Reimbursable

Activities Performed:

White Clouds site visit: review snow removal to dry roads, erosion control, etc. Coordination and check in with Dave Cole. Geo-tech borrow source discussion with Bill and Benchmark.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	2.7	\$150.00	\$405.00
	Barker, John	1.0	\$101.00	\$101.00
Engineering Designer	Bass, Jennifer L.	0.3	\$101.00	\$30.30
Office/Clerical	Peninger, Heather	0.8	\$67.00	\$53.60
Office/Clerical	Hill, Trudy	0.3	\$67.00	\$20.10
		5.1		\$610.00

EXPENSES

Expense Charges

\$1.75

\$1.75

TOTAL AMOUNT DUE THIS INVOICE

\$611.75

Summary:

Previously Billed	\$17,550.84
Current Invoice	\$611.75
Total Amount Invoiced	<u>\$18,162.59</u>

09.PD 2009 Sinclair Pathway Improvements 30% Design **

"For professional services associated with 2009 Sinclair Pathway Improvements for the City of Sun Valley, ID"

Billed through:

April 24, 2009

Activities Performed:

Finished the preliminary design and presented that to the City on April 2nd. Made minor modifications following that meeting. Began work with ITD on RW issues.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	10.0	\$150.00	\$1,500.00
Office/Clerical	Steinauer, Dianna	0.2	\$101.00	\$20.20
		10.2		\$1,520.20

TOTAL AMOUNT DUE THIS INVOICE

\$1,520.20

Summary:

Previously Billed	\$6,348.00
Current Invoice	\$1,520.20
Total Amount Invoiced	<u>\$7,868.20</u>

09.PD 2009 Sinclair Pathway Improvements Final Design

"For professional services associated with 2009 Sinclair Pathway Improvements for the City of Sun Valley, ID"

Billed through:

April 24, 2009

Activities Performed:

Finished the preliminary design and presented that to the City on April 2nd. Made minor modifications following that meeting. Began work with ITD on RW issues.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.		\$150.00	\$0.00
Office/Clerical	Diver, Mary Geraldine	1.0	\$120.00	\$120.00
Engineering Designer	Exon, Darren Blaise	44.0	\$101.00	\$4,444.00
Engineering Designer	Bass, Jennifer	1.0	\$101.00	\$101.00
Office/Clerical	Steinauer, Dianna	0.3	\$101.00	\$30.30
Office/Clerical	Hill, Trudy	2.0	\$67.00	\$134.00
Office/Clerical	Peninger, Heather	3.8	\$67.00	\$254.60
		52.1		\$5,083.90

TOTAL AMOUNT DUE THIS INVOICE

\$5,083.90

Summary:

Previously Billed	\$6,348.00
Current Invoice	<u>\$5,083.90</u>
Total Amount Invoiced	<u>\$11,431.90</u>

09.RD 2009 Roadway & Pathway Improvements Project

For professional services associated with 2009 Roadway & Pathway Improvements Project Management

Billed through:

April 24, 2009

Activities Performed:

Finished Construction Documents and assisted with bidding phase.

PROFESSIONAL SERVICES

<u>Title/Role</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Project Manager (City Engineer)	Roberts, Elizabeth B.	18.0	\$150.00	\$2,700.00
Professional Engineer	Bush, Jennifer	5.0	\$120.00	\$600.00
Engineering Designer	Bass, Jennifer	34.7	\$101.00	\$3,504.70
Engineering Designer	Barker, John	1.0	\$101.00	\$101.00
Engineering Designer	Carr, Jason	1.0	\$101.00	\$101.00
Engineering Designer	Clegg, Brett	2.0	\$101.00	\$202.00
Engineering Designer	McKellar, Jerri Lee	1.0	\$101.00	\$101.00
Engineering Designer	Steinauer, Dianna	0.5	\$101.00	\$50.50
Survey Technician	Stimpson, Tenille	16.6	\$79.00	\$1,311.40
Office/Clerical	Peninger, Heather	8.3	\$67.00	\$556.10
Office/Clerical	Miller, Katherine	6.2	\$67.00	\$415.40
Office/Clerical	Hill, Trudy	4.0	\$67.00	\$268.00
		98.3		\$9,911.10

A53

EXPENSES

Expense Charges	\$1.75
Subcontractor Charges	\$1,019.50
	<u>\$1,021.25</u>

TOTAL AMOUNT DUE THIS INVOICE

\$10,932.35

Summary:

Previously Billed	\$13,598.58
Current Invoice	<u>\$10,932.35</u>
Total Amount Invoiced	\$24,530.93

ATTACHMENT D

CH2M PER DIEM RATE TABLE
2016 CITY OF SUN VALLEY ENGINEER HOURLY RATES

Title/Role	Name	Rate
Specialist/Principal	Mark Bowen Bob Beckman	\$207
Senior Professional Engineer	Betsy Roberts	\$172
Professional Engineer	George Van Horn Jenny Kindig	\$138
Jr. Engineer/Designer	Alyce Tolman	\$116
Graphics/Project Support	Sara Baker	\$91
Accounting/Admin	Heather Peninger Charli Neil Rachel Stith	\$77

Attachment E

SUPPLEMENTARY PROVISIONS

These Supplementary Provisions amend or supplement the Provisions to the Standard Agreement for Professional Services. All provisions which are not so amended or supplemented remain in full force and effect.

1A. Add a paragraph 1A to read:

1A. Basic services of CH2M HILL

CH2M HILL shall perform for CLIENT professional engineering services defined in Attachment A, attached hereto. Such services shall be performed timely, diligently, and professionally with due regard given to CLIENT's objectives for timely performance and implementation of each specific task in a professional manner.

2. Salary Costs - Delete this paragraph in its entirety.

3. Reserved

8. Payment to CH2M HILL - Add the following paragraph at the end of this Provision;

CH2M HILL shall provide monthly invoices as defined in Attachment 1, attached hereto.

9. Limitation of Liability - Delete the first sentence of this paragraph in its entirety and insert the following:

CH2M HILL's Professional liability for CLIENT's damages will, in the aggregate, not exceed \$2,000,000.00. This limitation of liability may be negotiated and amended or increased on a per project basis by inclusion of a project-specific limitation of liability in a task order, scope of work, or similar project document.

17. Revise paragraph 17 as follows:

CLIENT may make or approve changes within the general Scope of Services in this AGREEMENT and each Task Order. If such changes affect CH2M HILL's cost of or time required for performance of the services, an equitable adjustment will be made through an amendment to this AGREEMENT or the effected Task Order.

18. Add paragraph 18. Indemnification to read as follows:

18. Indemnification

(a) CH2M HILL agrees to indemnify CLIENT from any claims, damages, losses, and costs, including, but not limited to, attorney's fees and litigation costs, arising out of claims by third parties for property damage and bodily injury, including death, caused

by the negligence or willful misconduct of CH2M HILL, CH2M HILL's employees, affiliated corporations, officers, and subcontractors in connection with the PROJECT.

(b) If the negligence or willful misconduct of both CH2M HILL and CLIENT (or a person identified above for whom each is liable) is a cause of such damage or injury, the loss, cost or expense shall be shared between CH2M HILL and CLIENT in proportion to their relative degrees of negligence or willful misconduct and the right of indemnity shall apply for such proportion.

19. Add paragraph 19. Insurance to read as follows:

20. Insurance

CH2M HILL will maintain throughout this AGREEMENT the following insurance:

(a) Workers compensation and employer's liability insurance as required by the state of Idaho.

(b) Comprehensive automobile and vehicle liability insurance covering claims for injuries to members of the public and/or damages to property of others arising from use of motor vehicles, including onsite and offsite operations, and owned, nonowned, or hired vehicles, with \$1,000,000 combined single limits.

(c) Commercial general liability insurance covering claims for injuries to members of the public or damage to property of others arising out of any covered negligent act or omission of CH2M HILL or of any of its employees, agents, or subcontractors, with \$2,000,000 per occurrence and in the aggregate.

(d) Professional liability insurance of \$2,000,000 per claim and in the aggregate.

(e) CLIENT will be named as an additional insured with respect to CH2M HILL's liabilities hereunder in insurance coverages identified in items (b) and (c) and CH2M HILL waives subrogation against CLIENT as to said policies.

REVISED



CITY OF SUN VALLEY
REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and City Council
FROM: Bill Whitesell, Street Superintendent
SUBJECT: Roads and paths condition assessment
DATE: September 19, 2016

The attached CH2MHILL Task Order is before City Council for approval of funds for the FY 2016 Sun Valley Roadway condition Assessment in the amount not to exceed ~~\$12,500.00~~ 12,765. The onsite inspection is scheduled for October 2016 depending on weather.

Recommendation:

I recommend that the City Council authorize the Mayor to sign the CH2MHILL Task Order in the amount not to exceed ~~\$12,500~~ 12,765 for the 2016 Sun Valley Roadway Condition Assessment. Funding for the project will come from the Street Department budget, specifically: \$12,000 from line item 10-431-745 and ~~\$500~~ 765 from line item 10-431-780.

**Sun Valley
Pavement Condition
Assessment**

Discussion with Streets Superintendent regarding road/path conditions through various times of the year will also contribute to an understanding of freeze/thaw issues.

Drainage – inspection and evaluation of obvious drainage issues via shoulder and ditch condition, pavement staining, ponding, and discussions with staff. Issues arising from overwatering and improper sprinkler use are also identified at this time.

- Field notes taken during the survey will document approximate number of cracks per linear foot of road/path; types of cracks (longitudinal, transverse, map, block, and alligator); potholing; rutting, etc. A value is associated with each type of defect. The value is then applied to the sum of the defects in order to ultimately develop a rating for each roadway or roadway segment and each path or path segment. The Asphalt Institute developed the Pavement Condition Index (PCI), which is used as the base of the condition rating program for the City of Sun Valley. However, it has been slightly altered to account for the unique pavement challenges facing the City of Sun Valley.
- A brief draft technical review will be provided with a summary of the ratings and prioritization of the segments. The field data will be included in an appendix.

Assumptions:

- City staff will be available to participate in a 2-day field reconnaissance.
- Two CH2M HILL staff will be required to observe, take notes and conduct measurements during the field study.
- The deliverables will be a technical memorandum describing the process, a summary of top priority projects, and appendices including the ranking process and field notes for each roadway and roadway segment and each pathway and pathway segment.

Compensation: Estimated: \$12,765

Other Terms N/A

This Task Order sets forth the total compensation for performing the work described herein. All terms, covenants, and conditions of the above-referenced Master Agreement remain in full force and effect except if duly modified by this Task Order.

CH2M HILL ENGINEERS, INC.

City of Sun Valley Idaho

By: _____

Neil A. Handyside
Vice President

By: _____

Peter M. Hendricks
Mayor

Date

Date



CITY OF SUN VALLEY
REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and City Council
FROM: Bill Whitesell, Street Superintendent
SUBJECT: Lupine Road asphalt repair
DATE: 9/19/2016

The asphalt base between 103 and 107 Lupine Road has deteriorated to the point that it will not make it through another winter without failing. The road section needs to be excavated down two feet. This repair will then need 17 inches of compacted 2 inch minus road base, filter fabric, 4 inches of compacted 3/4 inch minus road mix, and 3 inches of asphalt. I received two bids, one from Valley Paving in the amount of \$15,694.80 and one from Joe's Backhoe in the amount of \$15,181.00.

Recommendation:

I recommend City Council authorize the Mayor to enter into an agreement with Joe's Backhoe Service in the amount not to exceed \$15,181.00. I also recommend that an additional \$5,000 be authorized for the Mayor to provide approval for unforeseen repairs if needed. Funding is available in Street Department account # 10-431-780 for this project.

Attachments:

Bids received;
Photos of the area to be repaired

PROPOSAL

JOE'S BACKHOE SERVICE, INC.
P.O. BOX 54 * RICHFIELD, ID 83349
OFFICE (208)487-3191 CELLULAR (208)309-1587
state of Idaho license rce-1068 public works license 10583-b
digger1@filertel.com

PROPOSAL SUBMITTED TO: JOB NAME: DATE: 8/25/16

CITY OF SUN VALLEY LUPINE & BLUEBELL

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

SAW CUT ASPHALT	-	\$ 600.00
EX OUT ASPHALT & PREP FOR NEW ASHALT PATCH (2,460 SQ. FT.)	-	\$ 8,800.00
PROVIDE & PLACE 3" OF COMPACTED ASPHALT	-	<u>\$ 5,781.00</u>
TOTAL PROPOSAL		\$15,181.00

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of: **FIFTEEN THOUSAND ONE HUNDRED EIGHTY-ONE AND NO DOLLARS (\$15,181.00)**

ACCEPTANCE OF APPROVAL - the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE: _____ SIGNATURE _____

AUTHORIZED SIGNATURE _____

Valley Paving

Division of Lakeside Industries, Inc.
 P.O. BOX 775
 BELLEVUE, IDAHO 83313
 (208) 788-2284
 FAX (208) 788-2195



PROPOSAL/CONTRACT AGREEMENT

Owner is responsible for Permits
 Idaho Contractors License #: RCE-27367
 Public Works License #: PWC-12316-U-2



Job No. _____

Contracting Party

Sun Valley, City of _____
 P.O. Box 416 _____
 Sun Valley, Idaho 83353 _____
 (208) 822-4438 Fax- (208) 622-3401 _____
 Bill Whitesell _____ Cell: (208) 720-0342 _____

Date August 25, 2016

Location & Type of work

Exout, base and pave patch _____
 Bluebell and Lupine / Elkhorn _____

Approximate Quantity	Unit	Description of Item	Unit Price	Total Price
		Excavation Work		
2460	S/F	Saw Cut and remove 12" of existing material. Dispose of it, grade and compact remaining material for sub base.	\$ 2.04	\$ 5,018.40
		2" Minus Work		
2460	S/F	Furnish, place and compact 6" of 2" minus gravel.	\$ 1.26	\$ 3,099.60
		3/4" Road Base		
2460	S/F	Furnish, place and compact 3" of 3/4" road mix.	\$ 0.73	\$ 1,795.80
		Asphalt Work		
2460	S/F	Furnish and place 3" of compacted asphalt.	\$ 2.35	\$ 5,781.00
		Notice:		
		We will use an approved mix design with PG 58 -28 oil. Testing is excluded from this bid. Traffic control will be supplied. Please read our General Provisions Sheets.		
Total price to be based on actual quantity or measurement unless indicated here, lump sum \$			XXXXXXXXXXXXXXXXXX	

****SUBJECT TO GENERAL PROVISIONS ON PAGES TWO AND THREE!**

****PLEASE SIGN CONTRACT AND RETURN A COPY BY MAIL OR FAX! Include General provision sheets.**

TERM: Net Cash upon completion of job. State sales tax to be added where applicable.

Valley Paving's proposed prices herein assume that Valley Paving's work hereunder will be substantially complete on or before:

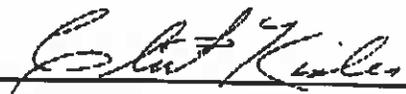
Unless Contracting Party has signed and returned this Agreement within thirty (30) calendar days of the date first stated above, Valley paving's proposal shall be null and void.

Your signature on one copy returned to us will make this a legal contract for the performance of the above work.

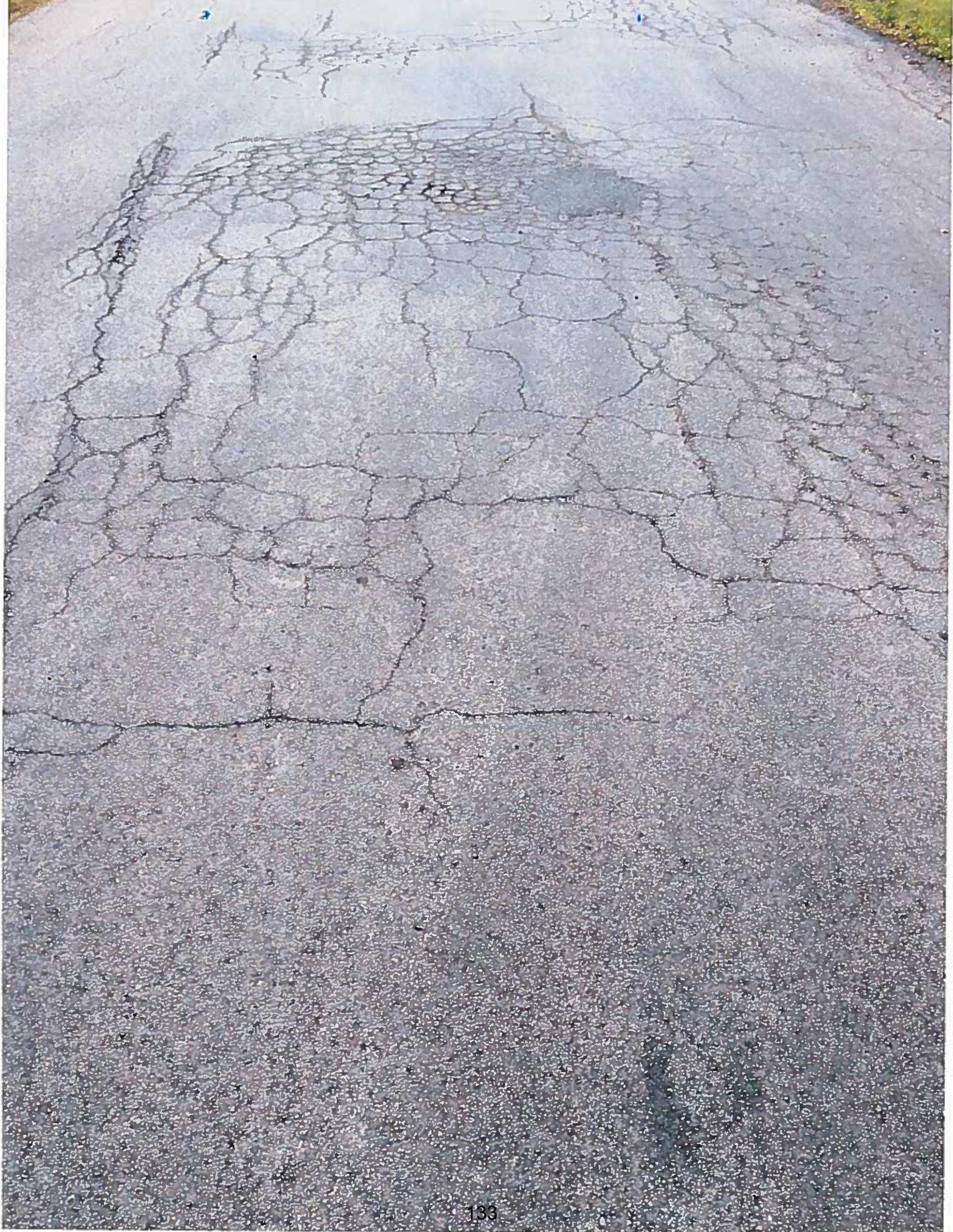
Reserving right of Valley paving to cancel if unit prices increase before Valley Paving commences actual work on the project. General Provisions must accompany contract to be valid.

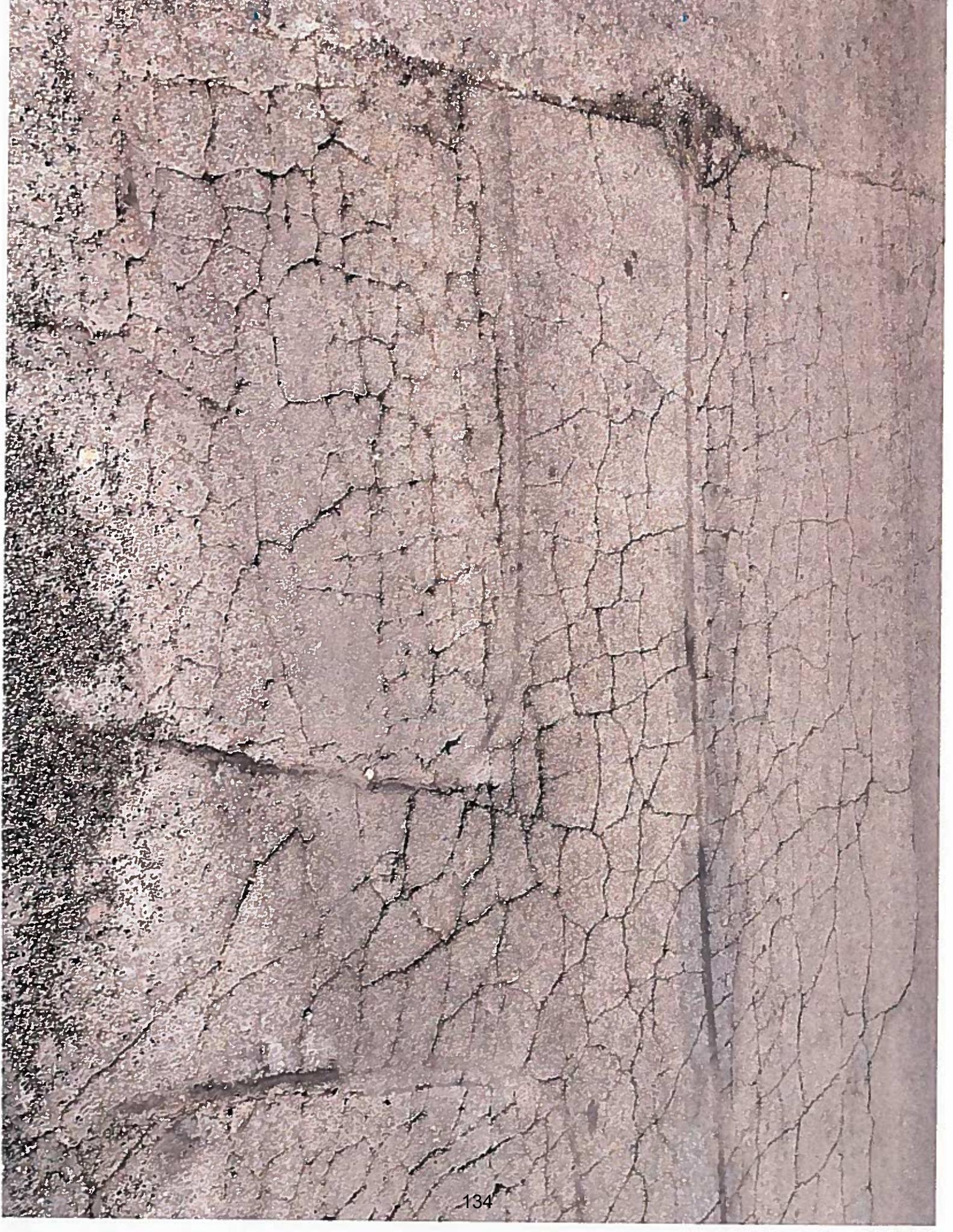
NOTE: If bonding is required add 1.5% to total bid with a minimum of \$250.00.

Approved By owner or Authorized personnel



 Clint Kisler VALLEY PAVING







A PROPOSAL TO PROVIDE PROFESSIONAL SERVICES TO CITY OF SUN VALLEY, IDAHO

August 2016



Harris & Co. PLLC

CERTIFIED PUBLIC ACCOUNTANTS

An Independent Member of BDO Alliance USA



Harris & Co. PLLC
CERTIFIED PUBLIC ACCOUNTANTS

Helping our clients make sense of a changing and complex world

August 18, 2016

To the Honorable Mayor
And City Council
City of Sun Valley
Sun Valley, ID

We thank you for the opportunity to present our qualifications to provide professional services to the City of Sun Valley (the "City"). Harris & Co. has a unique culture rooted in core values that ensure continuous focus on our clients and professionals and a long-term commitment to quality service. Our clients experience our culture through a service approach characterized by extensive involvement of senior professionals, direct access to top technical resources, and straightforward, proactive communications delivered through a centralized, responsive, knowledgeable client service team.

We pride ourselves on our ability to offer the highest level of business services available. Our greatest strength – and your greatest resource – is our professional staff. We consider the ability to provide this, all while retaining local control, pricing, flexibility and service our clients deserve a significant advantage in our service delivery.

As a result of our initial conversations with you, we have come to appreciate that the following are key concerns and requirements when choosing your accounting professionals:

- ▶ Experience in the governmental industry;
- ▶ High level of involvement by partners and senior members of the team;
- ▶ Responsiveness in addressing issues as they arise;
- ▶ Timeliness issuance of the audit services provided;
- ▶ Proven ability to serve clients of similar size and scope as the City of Sun Valley;
- ▶ Knowledge of your City by our proposed engagement team; and
- ▶ Reasonable fees for services being rendered.

The following proposal outlines our understanding of the areas of specific interest to you and how Harris & Co. will meet your service needs. We will furnish any additional information upon request. Again, we thank you for the opportunity to propose and we look forward to further demonstrating our capabilities and a distinctly-different service approach.

Best regards,

Josh Tyree, CPA
Partner

Jake Emery, CPA
Manager

2289 S. Bonito Way, Ste 100
Meridian, Idaho 83642

208 333-8965
208 333-8966 FAX

www.harriscpas.com

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Harris & Co. PLLC
CERTIFIED PUBLIC ACCOUNTANTS

HARRIS & CO. IS THE RIGHT FIRM FOR THE CITY OF SUN VALLEY

With Harris & Co you have a firm committed to serving your needs; staffed with experienced professionals who understand you, your City and your goals. We are committed to helping you make sense of a changing and complex world.



Harris & Co. PLLC
CERTIFIED PUBLIC ACCOUNTANTS

Strategic Issues and Needs

Experience, Value and Solutions

Industry Experience and Knowledge

Our staff has audited many government agencies, providing audit services in accordance with generally accepted auditing standards, governmental auditing standards and various OMB Circulars. Additionally, all of our staff members receive extensive continuing education specific to these areas of auditing to ensure that we remain at the forefront of the accounting practice.

A firm you know can deliver

As a leading local firm, Harris & Co. has the capability to complete the audit with our internal staff. We have a dedicated audit staff that is focused on meeting our agreed-upon deadlines. Our firm can and will provide these services to the City efficiently and effectively within the time frame agreed upon.

Partner-level attention and service

We operate without the conflicts and hierarchies in many larger firms. For our clients, this means more responsive service and the ability to adapt to your changing needs. Our partners are hands on.

Proactive communication

Tracking and understanding financial information is complicated. We encourage regular meetings and constant contact throughout the year so as a team, we are poised to address issues early and capitalize on opportunities as they arrive. We want to be an extension of you, assisting you whenever we can.

Value for fees to suit your needs

We offer all of the experience, services and depth of national firms, but provide the personal care and competitive rates that you would expect from a local firm. With our technical knowledge and expertise, you will receive personal attention and responsiveness that will help you achieve your goals.

ABOUT HARRIS & CO.

Firm Profile and Industry Specific Qualifications



Harris & Co. PLLC
CERTIFIED PUBLIC ACCOUNTANTS



Harris & Co. combines senior level attention with an array of value-added assurance, tax and consulting services to help our clients succeed.

FIRM PROFILE

Our History

Since 1996, Harris & Co. is an independent public accounting firm, committed to providing quality service to ensure our clients' success. The firm has continued to grow each year since it began, now with 3 partners and nearly 19 full time professional staff. The growth is the result of timely service, a personal knowledge of our clients, and technical expertise.

A Firm You Can Count On

The CPA's employed by the firm are members of the Idaho Society of Certified Public Accountants and the American Institute of Certified Public Accountants. Harris & Co. is also member of the AICPA Government Audit Section. We provide our clients with stability and access to extensive resources – all with first-rate responsiveness and personal attention

Quality Control, Peer Review

Harris & Co practices under an AICPA-recognized quality control program. Since the introduction of the Division for Firms voluntary participation in Peer Review, Harris & Co has passed, without exception, each criterion of review conducted under the auspices of the AICPA. Our current peer review report was unqualified without a letter of comments.

Independence

Harris & Co has no financial interests in the City of Sun Valley, Idaho and is considered independent from the Agency.

Please visit our website at www.harriscpas.com for more information on our services and to get a sense of the personality of our firm.

A proposal to provide professional services to:





Harris & Co. PLLC
CERTIFIED PUBLIC ACCOUNTANTS

Founded on timeless values, motivated by entrepreneurial thinking, anchored by individual accountability and professionalism, and distinguished by quality and independent service, our distinct culture is the reason people who know, choose Harris & Co. PLLC



EXPERIENCE

We have extensive experience working with governmental entities of your size and complexity throughout Idaho as well as providing audits in accordance with governmental auditing standards for other organizations who receive federal and state funding. From cities, schools, government entities and other types of organizations, the experience of our firms allows us the tools to effectively provide the auditing services for the City.

We include in our professional ranks several individuals who have come from national and global accounting firms. This, along with access to the BDO Alliance USA, gives us a unique experience level for a firm of our size. Harris & Co. is filled with professionals with extensive experience, a passion for public accounting and the ability to provide local personalized service that you want.

As part of our commitment to the industry, we are also very active in associations related to the governmental field. Some highlights include:

- ✓ Harris & Co. has been a member of the AICPA Governmental Audit Quality Center for years. We recognize the importance of quality governmental audits and the value that this holds with the cities we work with.
- ✓ Our firm is a member of the American Institute of Certified Public Accountants. This gives us access to tools and resources in the industry, while allowing us to keep apprised of national trends, and accounting and tax issues.
- ✓ As a member of the Idaho Society of Certified Public Accountants, we join other local accounting firms in upholding the mission of elevated standards of proficiency and integrity of the accounting profession. We also participate in many of the continuing professional education classes they offer relating to governmental auditing.
- ✓ We are a proud independent member of the BDO Alliance USA, which gives us access to greater technical knowledge in specialty areas. We consider the ability to provide this, all while retaining local pricing, flexibility and the service our clients deserve a significant advantage in our service delivery.



A proposal to provide professional services to:





Harris & Co. PLLC
CERTIFIED PUBLIC ACCOUNTANTS



OUR COMMITMENT TO YOU

We are committed to providing service to our clients throughout the year. We will:

Be available to management to discuss general business matters and concerns that may arise during the year.

Provide management with assistance and technical guidance in the implementation and transition of any new financial accounting standards.

Act as a resource throughout the year should other accounting issues arise.

REPRESENTATIVE CLIENTS

With deep industry knowledge and experienced, service-driven professionals, our industry-focused practices provide responsive and proactive advice to governmental entities of all sizes and at every stage of development. A sample list of some of these clients follows.

- Blaine County Recreation District
- City of Mountain Home URA
- Clearwater Soil & Water Conservation District
- Idaho Connects Online School No. 469
- Meridian Library District
- Nampa Highway District No. 1
- Nampa & Meridian Irrigation District
- Nez Perce Soil and Water Conservation District

REFERENCES

- City of Mountain Home
Paula Szafranski
208.587.2104
- Community Planning Association of Southwest Idaho
Keith Holmes
208.475.2228

A proposal to provide professional services to:



HARRIS & CO. SERVICE DELIVERY



ENGAGEMENT TEAM

When you get to the bottom line in our business, it is always the people – the individuals who will provide the day-to-day who make the difference. We believe the quality of the team assembled to serve the Authority is pivotal in ensuring that expectations are met and that an ongoing professional relationship is maintained:

Experience

We have the ability to combine technical knowledge with business judgment to produce working solutions. We will provide you with an engagement team experienced in accounting, auditing, financial reporting and governmental issues.

Communication

We want to be your advisor; it is a role in which our people excel. We will be responsive to your questions as they arise, and also offer practical business advice, when warranted.

Continuity

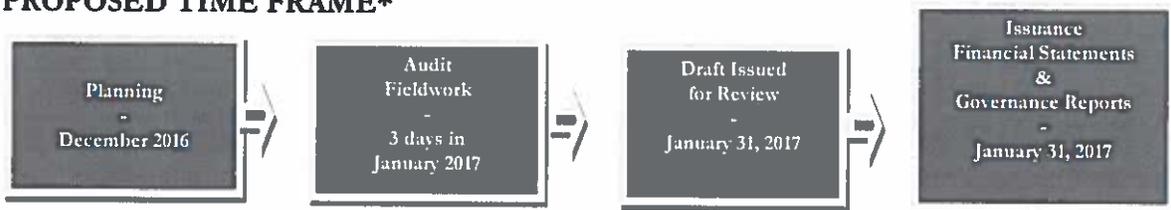
We will emphasize the development of a long-term relationship. Maximum effort is made to return the same professionals every year.

<p>Josh Tyree <i>Engagement Partner</i></p>	<p>Cheryl Guiddy <i>Concurring Partner</i></p>
<p>Jake Emery <i>Engagement Manager</i></p>	<p>Kevin Congo <i>Engagement Senior Accountant</i></p>



As the engagement partner, Josh will lead the team and access our resources and experienced professionals to deliver the quality services you expect. Cheryl will bring her assistance in assurance, government agencies and other accounting issues functioning as the concurring review partner, ensuring the quality of the products produced by the City of Sun Valley and Harris & Co. meet the highest standard. The engagement manager, Jake, will be responsible for assisting Josh in the day-to-day service responsibilities. He will be joined by Kevin and staff to round out the team to support the City. Please refer to the professional resumes in the back for further detail on each team member.

PROPOSED TIME FRAME*



*Exact dates will be finalized with management.

A proposal to provide professional services to:





Harris & Co. PLLC
CERTIFIED PUBLIC ACCOUNTANTS

CONTINUED COMMITMENT TO THE CITY OF SUN VALLEY

The previous two years with your team has allowed us to offer many valuable benefits. The relationship and knowledge that we have developed with your organization has helped us to perform with maximum efficiency.

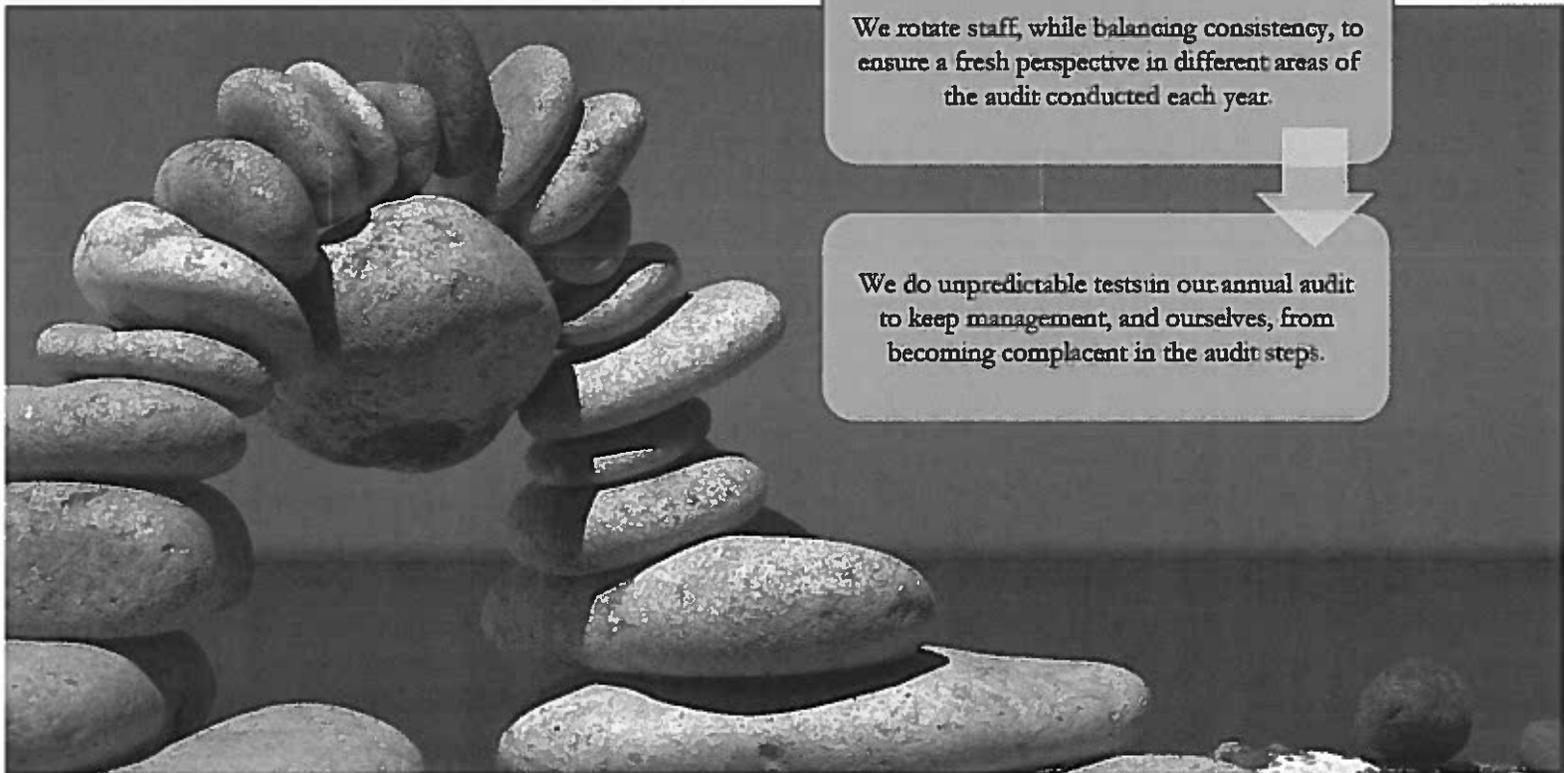
One common concern that often appears in long-term relationships is a sense of complacency—the firm will lose independence or become inattentive during the audit. Harris & Co. will ensure this does not occur by invoking the following proactive measures:

We maintain a level of ethics and integrity with all of our staff. We go through an extensive independence evaluation each year.

We design random journal entry testing every year to help evaluate and test unusual or infrequent transactions.

We rotate staff, while balancing consistency, to ensure a fresh perspective in different areas of the audit conducted each year.

We do unpredictable tests in our annual audit to keep management, and ourselves, from becoming complacent in the audit steps.



A proposal to provide professional services to:





EFFECTIVE AUDIT PROCESS



High Quality, Risk Focused Audit

Our approach emphasizes planning and being proactive so that we can anticipate issues before they become problems, thus avoiding surprises. We utilize a risk-based approach, which allows us to tailor our approach and focus our efforts on the most significant areas minimizing the disruption to your operations and your people. To maximize our efficiency, we plan to use computer technology and audit software to its maximum capability. Our audit work papers are prepared and maintained in electronic form thereby allowing us to achieve greater efficiency and to utilize state of the art audit tools.

While all financial statements audits are required to comply with applicable auditing standards, audit firms use different methodologies to meet those standards, the methodology used can have a significant effect on the quality and efficiency of service provided. We are not bound by global or national methodologies that can often cause additional and unnecessary work and time. We have the ability to truly tailor each of our audits dependent on the risks that pertain to your City.

Engagement Planning

Prior to performing detailed procedures, we spend considerable time understanding and evaluating the overall environment of your City. This includes obtaining an understanding of the City and its industry, performing analytical procedures, interviewing members of management to gain an understanding of internal controls, and reading Federal contracts and reviewing policy and procedures manuals.

Harris & Co. keeps up to date with Idaho code and statutes. We also stay informed of the ongoing changes in the standards for governmental financial reporting.

Fieldwork

We understand that fieldwork adds extra burden and work to the City. We have been successful with past clients to efficiently complete fieldwork in a timely manner. We use audit programs tailored to your City along with sampling techniques to determine contracts, invoices and other tests that are required to complete the audit. Analytical procedures will be used to help identify potential areas for the audit team to focus on throughout the engagement.

In testing internal controls in accordance with government auditing standards, we will select a sample size of 40 to 60 payroll selections and 40 to 60 cash disbursements in order to determine if internal controls in place are properly implemented. A sample size larger than 60, generally does not increase the reliability of the test.

Financial Reporting and Quality Control

Each one of our engagements and financial statements goes through a Quality Control Review, which is in addition to Partner and engagement team review. This ensures the financial statements, tax returns and other reports are of the highest quality.

Harris & Co. is committed to helping our clients understand their financial statements. This includes meeting with management to review the financial statements and plan for the upcoming year.

A proposal to provide professional services to:





PROFESSIONAL FEES

Harris & Co is pleased to offer the City of Sun Valley the following fee estimate. We understand your desire to keep costs low, while not sacrificing value. We believe that our fees are competitive yet fair compensation for the services we are proposing.

We hope you find our proposal reasonable and competitive. We hope to have the opportunity to meet with the executive team to introduce ourselves and discuss any questions or concerns you have related to our fees, qualifications and references.

September 30, 2016 Audit

	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Partners	12	\$ 215	\$ 2,580
Senior Manager	26	180	4,680
Senior	50	125	6,250
Staff	<u>41</u>	~85	3,490
Total Audit Hours and Fees	129		<u>\$17,000</u>

The above fees include time throughout the year for periodic advice and counsel. If a special project is requested or research required we would discuss our fees with you in advance. They would be billed at the rates above dependent on the level of staff required. The fees above include all out of pocket costs incurred in printing and processing the final audit reports as well as traveling expenses associated with the performing the audit.



PROFESSIONAL RESUMES

And Peer Review Report



Harris & Co. PLLC
CERTIFIED PUBLIC ACCOUNTANTS



Josh Tyree, CPA
Engagement Partner

Josh has 12 years of experience of providing public accounting services. His initial public accounting training was at a large national firm prior to joining the team at Harris & Co. During this time he has planned and performed financial and compliance audits for public and nonpublic companies, governmental and nonprofit entities, benefit plans, as well as provided internal control consulting services. Josh has been actively involved with educational entities throughout his career.

Education

Josh received his B.A. in Business Economics with an Accounting Emphasis from the University of California Santa Barbara

Professional Designations / Civic Associations

- Certified Public Accountant - Idaho
- Certified Public Accountant - California
- Member, Idaho Society of Certified Public Accountants
- Member, American Institute of Certified Public Accountants
- Member, Association of Government Accountants
- Board Member, Idaho Youth Ranch, Finance Committee Member
- Member, Idaho Nonprofit Center
- Member, Financial Services Advisory Board, Boise Metro Chamber of Commerce
- Member, Idaho AGC Associates Committee
- Member, ACEC of Idaho
- Leadership Boise Alumni



Cheryl Giddy, CPA
Managing Partner
Board Member, Idaho State Board of Accountancy

Cheryl has over 25 years of experience in providing audit and tax support services to organizations, including nonprofits, over her career. During this time she has planned and performed financial and compliance audits for cities, colleges and schools, profit entities, other governmental and nonprofit entities, mortgage brokers, and entities receiving federal awards.

Education

Cheryl received her B.S. in Business Administration, San Francisco State University

Professional Designations / Civic Associations

- Certified Public Accountant - Idaho
- Certified Public Accountant - Oregon
- Member, Idaho Society of Certified Public Accountants
- Member, American Institute of Certified Public Accountants
- Member, Idaho Nonprofit Center
- Member, BSU Accounting Department Advisory Board
- Former Member, Peer Review Committee of the ISBA
- Former Member, CPE Committee of the ISBA
- Leadership Boise Alumni

A proposal to provide professional services to:





Harris & Co. PLLC
CERTIFIED PUBLIC ACCOUNTANTS



Jake Emery, CPA
Manager

Jake's accounting experience started with three years in the accounting department of a large title and escrow company, followed by an internship at St. Luke's Regional Medical Center. After completing his degree, Jake joined a local CPA firm where he specialized in auditing governmental and not-for-profit entities. Jake now has over five years of experience in the audits of governmental entities such as school districts, cities, and counties and recreation districts.

Education

Jake received his Bachelor of Business Administration in Accountancy – Internal Audit Option from Boise State University

Professional Designations /Civic Associations

- Certified Public Accountant – Idaho
- Member, Idaho Society of Certified Public Accountants
- Member, American Institute of Certified Public Accountants
- Member, Association of Government Accountants



Kevin Congo, CPA
Senior Accountant

Kevin Congo is a Certified Public Accountant, licensed to practice in the state of Idaho. His accounting experience started at a local CPA firm where he gained over three years of experience in auditing not-for-profit and governmental entities, including public school districts, charter schools and other local districts.

Education

Kevin received his Bachelor of Business Administration in Accountancy from Boise State University

Professional Designations /Civic Associations

- Certified Public Accountant – Idaho
- Member, Idaho Society of Certified Public Accountants
- Member, Association of Government Accountants

A proposal to provide professional services to:





presnell
GAGE, PLLC

ACCOUNTING AND CONSULTING

609 South Washington, Suite 202
Moscow, Idaho 83843
www.presnellgage.com

(208) 882-2211

Fax (208) 883-3808

System Review Report

November 29, 2012

To the Members of Harris & Co., PLLC and
the Peer Review Committee of the Idaho Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Harris & Co., PLLC (the firm) in effect for the year ended June 30, 2012. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Harris & Co., PLLC in effect for the year ended June 30, 2012, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency*, or *fail*. Harris & Co., PLLC has received a peer review rating of *pass*.

Presnell Gage, PLLC

Presnell Gage, PLLC

PROJECT CHANGE ORDER REQUEST

Project Name	Internal Control Risk Assessment	Change Order Number	CO 2016-02
Requested By	Denise McClure	Date of Request	9/4/16
Presented To	Sun Valley City Council		

Change Name	Site Visit for City Council Meeting and Report Publication
--------------------	--

Description of Change: Change order 2016-02 covers the cost of one way travel and presentation of the Internal Control Assessment to the City Council. It also covers the cost of production of 12 hard copies of the Internal Control Assessment.

Reason for Change: The contract that the City of Sun Valley entered into with AvertiSolutions for an Internal Control Assessment was for \$5,000 and included the cost of one site visit to the City of Sun Valley. An additional site visit was added through a change order in August 2016.

Denise McClure of AvertiSolutions has asked the City to cover the cost of one way of her travel to Sun Valley and the time at the City Council meeting for the presentation of the Internal Control Assessment. She spent considerably more time on the City's Internal Control Assessment than she had originally estimated (see included invoice). Mayor Peter Hendricks and City Administrator Susan Robertson both felt it was important the Ms. McClure present the report in person at the City Council meeting so that the Councilmembers would have an opportunity to ask questions and obtain responses directly.

Ms. McClure has also asked the City to cover the cost of printing the Internal Control Assessment. Her agreement includes preparation of a report but does not specify its format. She had indicated to the City Administrator that she typically provides her assessments electronically and then the entity has it printed if it so desires. She was asked to provide it to the City in hard copy format as well as electronically and so arranged for its printings. There is no markup for the printing.

Because the initial contract was approved by the City Council, the City Council is the entity that needs to consider and act on the request for the City to cover the cost of the site visit for presentation of the Internal Control Assessment and the cost of its production.

Recommendation: Recommend approval of the change order in the amount of \$1,152.25. There is sufficient funding in the Administration Department budget to cover the additional expense.

Item Description	Dollars	
	Reduction	Increase
Site visit for City Council presentation – September 1, 2016		\$ 950.00
Production cost of 12 reports		202.25
Total Additional Cost:		\$1,152.25



702 W. Idaho, Suite 1100
Boise, ID 83702

PH (208) 989 2245
FX (208) 947 5910
www.AvertiSolutions.com

Invoice

Bill To
City of Sun Valley Susan E. Robertson 81 Elkhorn Rd. Sun Valley, ID 83353

Date	Invoice #
9/1/2016	1157

Terms
Due on receipt

Description	Amount
Final Billing for Internal Control Assessment	
Time and Billing for City Council Presentation on September 1, 2016	950.00
Production Cost for 12 Reports (See attached invoice.)	202.25
Total	\$1,152.25

**AVERTI SOLUTIONS, LLC
TIME & BILLING DETAIL
City of Sun Valley, Idaho**

May 27, 2016 through September 1, 2016

Tax ID: 27-2010389

Date	Employee Name	Description	Rate	# Hours	Amount
06/24/16	Denise	Download meeting minutes	50.00	1.5	\$ 75.00
06/27/16	Denise	Review documents. Conf call with S. Robertson re: interview schedule and other prep for ICA	190.00	2.7	513.00
07/07/16	Denise	Review policies, procedures and minutes. Prep for ICA interviews.	190.00	2.5	475.00
07/08/16	Denise	Travel to SV for interviews (charge for 1 way only)	190.00	3.0	570.00
07/08/16	Denise	Interviewing & on-site work (9:00-6:30)	190.00	8.5	1,615.00
07/11/16	Denise	Review findings & start drafting report, follow up call to Alissa, email to Susan re user rights & audit trail	190.00	3.5	665.00
07/18/16	Denise	Review documents received from Susan	190.00	0.1	19.00
07/20/16	Denise	Prep for interviews, draft segregation of duties.	190.00	0.5	95.00
07/21/16	Denise	Interviewing and on-site work (8:30 - 4:30)	190.00	9.0	1,710.00
07/25/16	Denise	Phone interview Terence re: keys and fixed assets. Report.	190.00	3.4	646.00
07/26/16	Denise	Report prep. Send prelim to Susan and Peter.	190.00	8.0	1,520.00
08/11/16	Denise	Conference call with S. Robertson and P. Hendricks re preliminary report. Revise report.	190.00	4.0	760.00
08/12/16	Denise	TC with Nancy to discuss payables and check signing process. Revise report.	190.00	1.5	285.00
08/16/16	Denise	Proof report and prepare for production.	50.00	2.0	100.00
09/01/16	Denise	City Council presentation, including prep and 3 hours travel	190.00	5.0	950.00
09/01/16	Denise	Report production - 12 copies	-	0.0	202.25
Grand Total				55.2	\$ 10,200.25

Total Time and Billing Through August 31, 2016	50.2 \$ 9,048.00
Not to Exceed Amount - Paid July 2016	<u>(5,000.00)</u>
Adjustment - Do Not Pay	<u>\$ 4,048.00</u>
Time and Billing for Report Presentation on 09-01-16	\$ 950.00
Report Production - See attached invoice.	<u>202.25</u>
Amount Due as of 09-01-16	<u>\$ 1,152.25</u>

<p>PAY THIS AMOUNT \$1,152.25</p>

Please send payment to:



919 SW Taylor Street 6th Floor
Portland, OR 97205

Contact Us:
(503)-244-2333 Portland, OR
(208)-424-3355 Boise, ID

Invoice

Date	Invoice #
8/31/2016	2543

Bill To
Averti Solutions LLC Denise McClure 1533 N. Milwaukee #181 Boise, ID 83704

Ordered By	Terms	Fed ID#	Project Number	Account Mgr	Billing / Matter #
Denise	Net 15	20-2604733	SLB082016034	SS	ICA Report Sun Valley
Description		Quantity	Price Each	Amount	
B&W/Color Printing		396	0.25	99.00T	
B&W Blowbacks - 11' x 17'		48	0.35	16.80T	
Color Front/Back Covers		24	0.75	18.00T	
GBC binding		12	1.00	12.00T	
Custom Tabs		60	0.75	45.00T	
				Total Tax (6.0%)	\$11.45

Thank you for choosing Streamline Imaging. We appreciate your business!	Total	\$202.25
---	--------------	-----------------

Signature _____ Date _____

A finance charge of 18% annually (1.5% monthly) will be charged if the total payment is not received by the due date.



702 W. Idaho, Suite 1100
Boise, ID 83702

PH (208) 989 2245
FX (208) 947 5910
www.AvertiSolutions.com

May 27, 2016

Mr. Peter M. Hendricks
Mayor
City of Sun Valley
P.O. Box 416
Sun Valley, ID 83353

Sent via e-mail to phendricks@svidaho.org

RE: Internal Control Risk Assessment

Dear Mayor Hendricks:

We look forward to assisting the City of Sun Valley ("SV") with assessing its system of internal control and recommending process improvements. This letter is to confirm our understanding of the terms and objectives of the engagement and the nature and limitations of the services we will provide.

SCOPE OF ENGAGEMENT

We will begin the engagement on a mutually agreed upon date, on or about June 8, 2016. The purpose of the engagement is to:

1. Assist SV's Mayor and City Council in evaluating SV's system of internal control to assess risks that may threaten SV's ability to achieve its objectives, and
2. Evaluate SV's process for monitoring and controlling those risks.

Our engagement will include inquiries of SV personnel and review of available documentation.

We will also suggest ways in which SV might improve its risk management system. However, it is ultimately the responsibility of SV's Mayor and City Council to assess the adequacy of SV's risk management system. SV's Mayor and City Council will be responsible for any and all decisions regarding implementation of the recommendations.

DELIVERABLES

1. The results of the risk assessment will be documented in a report outlining key risks and recommendations to mitigate such risks. Distribution of our report will be restricted to SV's Mayor, City Council, and administrative personnel and, accordingly, will not be distributed to any other parties.
2. If requested, we will meet with SV's Mayor, City Council and/or administrative personnel to present and discuss our report.
3. We will provide follow-up support phone calls and e-mails at no charge for a period of six months from the date of the report.

LIMITATIONS OF SERVICES

We do not assume responsibility for updating our report for such events or circumstances that may occur subsequent to the date the report is issued. If, for any reason, we are unable to complete the risk assessment, we will not issue a report on the results of the engagement.

By your signature below you acknowledge that the Mayor and the City Council are responsible for establishing and maintaining an effective system of internal controls, as well as evaluating the effectiveness of those controls. Implementation and testing of any recommendations made as a result of this engagement are also the responsibility of the Mayor and the City Council. Because this engagement is limited in scope, our involvement and knowledge of the daily operations of SV is limited. As a result, there is a risk that material errors, irregularities, or illegal acts, including fraud or defalcation, may exist and may not be detected by us. However, we will inform you of any such matters that come to our attention.

The foregoing procedures do not constitute an audit of the financial statements conducted in accordance with generally accepted auditing standards. In performing our engagement, we will be relying on the accuracy and reliability of information provided by SV's personnel. The procedures we perform in our engagement will be heavily influenced by the representations that we receive from SV's personnel. Therefore, false representations could cause incorrect risks to be identified or could cause critical business risks to go unidentified. By signing this agreement, you indicate that you understand and accept responsibility for the accuracy and completeness of the information provided to us by SV's personnel.

SV shall indemnify and hold me, Denise C. McClure, and Averti Solutions, LLC harmless from and against any liability, damage, cost, or expense that might result from any such inaccuracy or omission.

FEES AND PAYMENT FOR SERVICES

Our fees for these services will be based on the staff and hours involved at our normal billing rates. The billing rate for Denise McClure is \$190.00 per hour for this engagement.

Fees for this engagement will not exceed \$5,000.00 for the scope of work described above unless SV and Averti mutually agree on additional fees prior to Averti rendering services in excess of \$5,000.00.

A retainer of \$5,000.00 will be required before we begin the engagement. When the retainer has been used, interim billings will be submitted as work progresses and expenses are incurred.

Billings become delinquent if not paid within thirty (30) days of the invoice date. If billings are past due in excess of thirty (30) days, we will stop all work until your account is brought current, or withdraw from this engagement. SV acknowledges and agrees that we are not required to continue work in the event of SV's failure to pay on a timely basis for services rendered as required by this engagement letter.

SV further acknowledges and agrees that in the event we stop work or withdraw from this engagement as a result of SV's failure to pay on a timely basis for services rendered as required by this engagement letter, we shall not be liable to SV for any damages that occur as a result of our ceasing to render services.

DISPUTE RESOLUTION

If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the

dispute by mediation before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

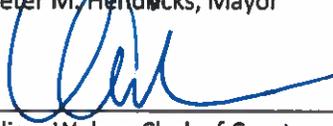
SV and I, individually and as representative of Averti Solutions, LLC, both agree that any dispute over fees charged by Averti Solutions, LLC to SV will be submitted for resolution by arbitration. Such arbitration shall be binding and final. IN AGREEING TO ARBITRATION, WE BOTH ACKNOWLEDGE THAT, IN THE EVENT OF A DISPUTE OVER FEES CHARGED BY AVERTI SOLUTIONS, LLC, EACH OF US IS GIVING UP THE RIGHT TO HAVE THE DISPUTE DECIDED IN A COURT OF LAW BEFORE A JUDGE OR JURY AND INSTEAD WE ARE ACCEPTING THE USE OF ARBITRATION FOR RESOLUTION.

We sincerely appreciate this opportunity to be of service to you. If the foregoing is in accordance with your understanding, please sign below in the space provided and return this letter to us.

Sincerely,



Denise C. McClure, CPA, CFE
President

Accepted by:	
 _____ Peter M. Hendricks, Mayor	<u>6/2/16</u> Date
 _____ Alissa Weber, Clerk of Court	<u>6/16/16</u> Date



2880 E. 14th North
Ammon ID 83401
208-514-4441

Change Order

Order#: 01

Order Date: 09/29/2016

License: RCE-31727

To: City of Sun Valley
P.O. Box 416
Sun Valley ID 83353

Project: 199
Elkhorn Fire Station
100 Arrowleaf Rd
Sun Valley ID 83353

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Polished Concrete Floors	5,000.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Requested Amount of Change

5,000.00

The original Contract Sum was	244,336.00
Net change by previous Change Orders	0.00
The Contract Sum prior to this Change Order	244,336.00
The Contract Sum will be changed by this Change Order	5,000.00
The new Contract Sum including this Change Order will be	249,336.00
The Contract Time will be changed by	2 Days

Owner: _____ Date: _____

Contractor: Russell Morris Date: September 29, 2016



2880 E. 14th North
Ammon ID 83401
208-514-4441

Change Order

Order#: 02

Order Date: 10/01/2016

License: RCE-31727

To: City of Sun Valley
P.O. Box 416
Sun Valley ID 83353

Project: 199
Elkhorn Fire Station
100 Arrowleaf Rd
Sun Valley ID 83353

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Concrete Floor Stain	454.95

Negative changes will lower the overall contract price requiring no additional payment by owner.

Requested Amount of Change

454.95

The original Contract Sum was	244,336.00
Net change by previous Change Orders	5,000.00
The Contract Sum prior to this Change Order	249,336.00
The Contract Sum will be changed by this Change Order	454.95
The new Contract Sum including this Change Order will be	249,790.95
The Contract Time will be changed by	0 Days

Owner: _____ Date: _____

Contractor: Russell Morris Date: October 1, 2016



2880 E. 14th North
Ammon ID 83401
208-514-4441

Change Order

Order#: 03

Order Date: 10/05/2016

License: RCE-31727

To: City of Sun Valley
P.O. Box 416
Sun Valley ID 83353

Project: 199
Elkhorn Fire Station
100 Arrowleaf Rd
Sun Valley ID 83353

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Stucco West Side	7,800.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Requested Amount of Change

7,800.00

The original Contract Sum was	244,336.00
Net change by previous Change Orders	5,454.95
The Contract Sum prior to this Change Order	249,790.95
The Contract Sum will be changed by this Change Order	7,800.00
The new Contract Sum including this Change Order will be	257,590.95
The Contract Time will be changed by	0 Days

Owner: _____ Date: _____

Contractor: Russell Morris Date: October 5, 2016



CITY OF SUN VALLEY
REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and City Council

FROM: Susan E. Robertson, ICMA-CM
City Administrator

SUBJECT: Overtime Pay for Exempt Employees Working on Wildland Fire Suppression

DATE: October 5, 2016

On August 16, 2016, the City Council approved a schedule of wildland fire pay rates for 2016. The wildland fire pay rates were based on the federal government's Department of Interior Administratively Determined (AD) Wildland Firefighting pay rates. At that time, the schedule did not address overtime pay for Fair Labor Standards Act (FLSA) exempt employees that are sent on behalf of the City to fight wildland fires as we were still looking into that matter. Since then, it has been confirmed that the federal government does pay overtime to exempt employees when they are engaged in wildland fire suppression activities. The Idaho Department of Lands (IDL) has also indicated that they will process reimbursements for overtime incurred on wildland fires for Single Resources provided they are paid overtime by the entity with which IDL has contracted with for emergency fire suppression services. The City of Sun Valley has such an agreement with IDL.

So that the City's exempt employees are treated comparably to other exempt employees engaged in wildland fire suppression, it is recommended that the schedule for Wildland Fire Pay Rates for 2016 be amended to provide for overtime for those employees. The proposed addition to the schedule is highlighted in yellow.

RECOMMENDATION

I recommend that the amended schedule for Wildland Fire Pay Rates for 2016 be approved.

**City of Sun Valley
Wildland Fire Hourly Wage Rates
Calendar Year 2016**

POSITION	Hourly Rate of Pay	Equivalent to 2016 Dept. of Interior Administratively Determined (AD) Wildland Firefighting Pay Level
ENGINE CREW		
- Firefighter 2 (Crew Member)	\$ 18.00	AD-C
- Firefighter 1 (Squad Boss)	\$ 19.80	AD-D
- Engine Boss - Trainee	\$ 23.76	AD-F
- Engine Boss	\$ 23.76	AD-F
- Strike Team Leader - Trainee	\$ 29.04	AD-H
- Strike Team Leader	\$ 29.04	AD-H
SINGLE RESOURCES		
- Reid Black		
- Firefighter 1, Engine Boss, Strike Team Leader Engine - Trainee	\$ 24.84	n/a; paid at regular pay rate
- Taan Robrahn		
- Firefighter 1, Engine Boss	\$ 31.31	n/a; paid at regular pay rate
- Jeff Nevins		
- Engine Boss	\$ 23.76	AD-F
- Strike Team Leader Engine	\$ 29.04	AD-H
- Task Force Leader	\$ 29.04	AD-H
- Division Supervisor - Trainee	\$ 35.36	AD-J
- Ray Franco		
- Engine Boss, Strike Team Leader Engine, Task Force Leader, Division Supervisor-Trainee, Incident Commander Type 3-Trainee	\$ 52.23	n/a; paid at regular pay rate
FLSA EXEMPT EMPLOYEE OVERTIME POLICY		
<p>- Employees that are considered exempt under the Fair Labor Standards Act (FLSA) are eligible for overtime pay only when they have been sent to a wildland fire to assist with emergency fire suppression work on behalf of the City either as part of an engine crew or as a single resource. Calculation of overtime will be done on the same basis as calculation of overtime for those non-exempt City employees who work over 40 hours in a seven-day work period.</p>		