

**AGENDA OF THE  
HAILEY CITY COUNCIL MEETING  
Monday June 1, 2015 \* Hailey City Hall Meeting Room**

**5:30 p.m. CALL TO ORDER -** Open Session for Public Concerns

**CONSENT AGENDA:**

<b><u>CA 215</u></b>	Motion to approve Resolution 2015-49, authorizing contract with Quigley Map Studio to design a Hailey Area Recreation Map for \$3,000 .....	1
<b><u>CA 216</u></b>	Motion to approve minutes of May 18, 2015 and to suspend reading of them .....	9
<b><u>CA 217</u></b>	Motion to approve claims for expenses incurred during the month of May 2015, and claims for expenses due by contract in June, 2015 .....	22

**MAYOR’S REMARKS:**

MR 218 Recognition of 5 new Firefighters (no documents)

**PROCLAMATIONS & PRESENTATIONS:**

PP 219 Fire Chief Aberbach to present Challenge Coin winner (no documents)

**PUBLIC HEARING:**

<b><u>PH 220</u></b>	Airport Discussion.....	35
<b><u>PH 221</u></b>	Hailey Town Square site selection process recommendations form Dean Gunderson, BSU graduate student.....	77
<b><u>PH 222</u></b>	Proposed Amendments to Chapters 5.24 and 9.08 of Hailey Municipal Code to reclassify curfew and certain firework violations as infractions.....	102
<b><u>PH 223</u></b>	Proposed Amendment to Chapter 1.16 of Hailey Municipal Code to repeal all sections of the Initiative and Referendum chapter and replace with a new section requiring compliance with state law procedures.....	107
<b><u>PH 224</u></b>	Consideration of Parks reservation ordinance amendment .....	115

**NEW BUSINESS:**

<b><u>NB 225</u></b>	Discussion of Health Insurance JPA- consideration of Hailey’s withdrawal from the III-A .....	128
<b><u>NB 226</u></b>	Discussion of request to delay connection fees to city water and hook-up to wastewater at 830 Broadford Road.....	136
<b><u>NB 227</u></b>	Consideration of Biosolids Construction Contract with Contractors Northwest Inc. and consideration of Notice to Proceed.....	146

**OLD BUSINESS:**

<b><u>OB 228</u></b>	3 <sup>rd</sup> Reading of Ordinance No. 1173 – 6 <sup>th</sup> Ave vacation ( <i>continued from May 18, 2015 meeting</i> ).....	158
<b><u>OB 229</u></b>	2 <sup>nd</sup> Reading of Ordinance No. 1176 – energy codes update.....	170
<b><u>OB 230</u></b>	2 <sup>nd</sup> Reading of Ordinance No. 1177 – Cross Connection ordinance .....	187

**STAFF REPORTS:** Staff Reports Council Reports Mayor’s Reports

<b><u>SR 231</u></b>	Draft Agenda for next council meeting .....	192
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**EXECUTIVE SESSION:** Pending & Imminently Likely Litigation (IC 67-2345(1)(f)) and Real Property Acquisition (IC 67-2345(1)(c))

**Matters & Motions from Executive Session**

Next Ordinance Number - 1178 Next Resolution Number- 2015-50

**AGENDA ITEM SUMMARY**

DATE: 6-02-15 DEPARTMENT: Community Development DEPT HEAD: LH

SUBJECT: Contract for Services for Hailey Area Trails Map. *w/ Resolution 2015-49*

AUTHORITY:  \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code (IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

Community Development Staff is developing a Hailey Area Trails Map in consultation with a group of local hikers, bikers, land managers, outdoor shop owners, Parks and Lands Board, chamber of commerce and other interested parties. Evelyn Phillips of Hailey has prepared numerous local maps, and retains an excellent data base of maps in the Hailey area. As such, contracting with Evelyn Phillips will greatly reduce the cost of designing the map. The attached contract for services will result in a camera-ready fold-up trails map. The draft map will be brought to the City Council for final review prior to printing. Printing bids will be solicited in the near future when the map size is finalized. The costs of this contract (\$3,000) can be covered with the 2014/2015 Community Development Department budget.

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:** Caselle

# \_\_\_\_\_  
Budget Line Item Comm. Dev. Dept. and Bldg division \_\_\_\_\_ YTD Line Item Balance \$3,000  
Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: 3 months  
Staff Contact: Lisa Horowitz, Comm. Dev. Dir. Phone # 208-488-9815 ext 13  
Comments:

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> City Administrator | <input type="checkbox"/> Library                        | <input type="checkbox"/> Benefits Committée |
| <input type="checkbox"/> City Attorney      | <input type="checkbox"/> Mayor                          | <input checked="" type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk         | <input checked="" type="checkbox"/> Planning            | <input type="checkbox"/> Treasurer          |
| <input type="checkbox"/> Building           | <input type="checkbox"/> Police                         | _____                                       |
| <input type="checkbox"/> Engineer           | <input checked="" type="checkbox"/> Public Works, Parks | _____                                       |
| <input type="checkbox"/> Fire Dept.         | <input type="checkbox"/> P & Z Commission               | _____                                       |

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Move to approve and authorize the Mayor to sign the contact for services with Evelyn Phillips for mapping services in an amount not to exceed \$3,000. *w/ Resolution 2015-49*

**ADMINISTRATIVE COMMENTS/APPROVAL:**

City Administrator \_\_\_\_\_ Dept. Head Attend Meeting (circle one) Yes No

**ACTION OF THE CITY COUNCIL:**

Date \_\_\_\_\_  
City Clerk \_\_\_\_\_

**FOLLOW-UP:**

\*Ord./Res./Agrmt./Order Originals: Record \*Additional/Exceptional Originals to: \_\_\_\_\_  
Copies (all info.): \_\_\_\_\_ Copies (AIS only) \_\_\_\_\_  
Instrument # \_\_\_\_\_

**CITY OF HAILEY  
RESOLUTION NO. 2015-49**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF HAILEY  
AUTHORIZING AN INDEPENDENT CONTRACTOR AGREEMENT WITH QUIGLEY  
MAP STUDIO TO DESIGN A HAILEY AREA RECREATION MAP FOR \$3,000.**

WHEREAS, the City of Hailey desires to enter into an agreement with Quigley Map Studio to design a Hailey area recreation map for \$3,000.

WHEREAS, the City of Hailey and Quigley Map Studio, have agreed to the terms and conditions of the Contract, a copy of which is attached hereto.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAILEY, IDAHO**, that the City of Hailey approves the Service Contract between the City of Hailey and Quigley Map Studio, and that the Mayor is authorized to execute the attached Contract,

Passed this 1st day of June, 2015.

City of Hailey

\_\_\_\_\_  
Fritz X. Haemmerle, Mayor

ATTEST:

\_\_\_\_\_  
Mary Cone, City Clerk

# INDEPENDENT CONTRACTOR AGREEMENT

THIS INDEPENDENT CONTRACTOR AGREEMENT ("Agreement") is made and entered into this first day of June, 2015 by and between the City of Hailey ("City") and Evelyn Phillips, Quigley Map Studio ("Contractor").

## RECITALS

A. City is a municipal corporation and political subdivision of the State of Idaho, and has authority to enter into a contract for services with Contractor.

B. Evelyn Phillips is an individual doing business as Contractor in Blaine County, Idaho and who wishes to work for the City to prepare a Hailey Area Trails Map.

C. Subject to the terms and conditions set forth herein, the parties hereto are desirous of entering into an independent contractor agreement with Contractor providing services as a Parks Project Coordinator for the City.

## AGREEMENT

In consideration of the mutual covenants and promises, which the parties set forth below, City and Contractor agree as follows:

1. Work. City hereby engages Contractor and Contractor hereby accepts the engagement to perform the tasks described in paragraph 3 of this Agreement for City subject to the terms and conditions of this Agreement.

2. Term. This Agreement shall initially have a term of twelve (12) consecutive months and shall commence on June 1, 2015 and terminate on June 1, 2016.

3. Duties.

3.1 General Duties of the Parties. Contractor agrees as part of her duties under this Agreement to utilize her best efforts, to faithfully perform her duties to the best of her ability, and to perform the tasks requested by the Hailey Community Development Director.

3.2 Specific Duties. Contractor agrees as part of her duties under this Agreement that Contractor shall:

- a) Prepare drafts of a Hailey Area Trails Map; make revisions to drafts based on input; prepare final camera-ready map for print production
- b) Attend one to three Trail Map Team meetings to discuss options;
- c) Advise staff on printing and layout;
- d) Prepare layout for Trailhead signs suitable for mounting at the Visitors Center and/or Hop Porter Park.

4. Consideration. City agrees to pay Contractor for the services described in paragraph 3 of this Agreement at the base rate of sixty (60) dollars per hour, not to exceed 50 hours or a maximum of \$3,000. Contractor shall submit monthly billings for Contractor's services, attendance at public meetings and expenses by the 5<sup>th</sup> day of the following month and City shall pay the amount due in full by the 25<sup>th</sup> day of that month. Contractor shall, at her expense, be solely responsible for the payment of insurance required by law, such as worker's compensation or unemployment insurance. City is not responsible to provide Contractor with any health insurance, life insurance, disability insurance, or other such fringe benefits, such as sick leave, vacation time or compensatory time. City is not responsible to withhold from Contractor's compensation amounts for federal and state income tax, FICA or Medicare.

5. Termination.

INDEPENDENT CONTRACTOR AGREEMENT/2

5.1 Termination by City. The parties agree that this Agreement may be terminated by City without "cause" at any time upon thirty (30) days' notice to Contractor.

5.2 Termination by Contractor. The parties agree that this Agreement may be terminated by Contractor without "cause" at any time upon thirty (30) days' notice to City.

6. Relationship. The parties agree that their relationship is an independent contractor relationship, and not that of Employer and Employee.

7 Miscellaneous Provisions.

7.1 Notices. All notices and demands of any kind which either party hereto may be required or desires to serve upon the other party under the terms of this Agreement shall be in writing and shall be served upon such other party by personal service upon such other party, or by leaving a copy of such notice or demand at the address hereinafter set forth, whereupon service shall be deemed complete, or by mailing a copy thereof by certified or registered mail, airmail if the address is outside the state in which the same is mailed, postage prepaid, with return receipt requested, addressed as follows:

If to City:                   Community Development Director  
                                      Hailey City Hall  
                                      115 Main Street South  
                                      Suite H  
                                      Hailey, Idaho 83333

If to Contractor:       Evelyn Phillips  
                                      20 Quigley Road  
                                      Hailey, Idaho 83333

In case of service by mail, it shall be deemed complete on the day of actual delivery as shown on the addressee's registry of certification receipt or at the expiration of the third day after the date of mailing, whichever first occurs. The addresses to which notices and demands shall be

delivered or sent may be changed from time to time by notice served as hereinabove provided by either party upon the other party.

7.2 Attorney Fees. If a dispute should arise between the parties regarding the interpretation, validity or enforcement of this Agreement, the prevailing party shall be entitled to recover from the other party its attorney's fees and costs incurred in such dispute, whether or not litigation is commenced, and on any appeals.

7.3 Successors and Assigns. This Agreement shall be binding and shall inure to the benefit of the parties hereto and their respective successors in interest.

7.4 Binding Effect. The rights and obligations of the parties hereunder shall endure to the benefit of and shall be binding upon their respective successors and legal representatives. If any provision of this agreement is judicially determined to be invalid or unenforceable, the remainder of the agreement shall, nonetheless, remain valid and enforceable.

7.5 Governing Law. This agreement shall be construed in accordance with the laws of the State of Idaho.

7.6 Entire Agreement. This agreement contains the entire agreement between City and Contractor concerning employment. It may not be changed orally but only by an agreement in writing signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Independent Contract Agreement as of the \_\_\_\_\_ day of June, 2015.

"CITY"  
CITY OF HAILEY, a political subdivision  
of the State of Idaho

By \_\_\_\_\_

INDEPENDENT CONTRACTOR AGREEMENT/4

Fritz Haemmerle, its Mayor

“CONTRACTOR”

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Evelyn Phillips

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 06/01/15 **DEPARTMENT:** Clerk's Office **DEPT. HEAD SIGNATURE** M. Cone

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**SUBJECT**

Approval of Minutes from the meeting of the Hailey City Council on May 18, 2015 and to suspend reading of them.

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**AUTHORITY:**  ID Code 67-2344  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_

Idaho Code requires that a governing body shall provide for the taking of written minutes at all of its meetings, and that all minutes shall be available to the public within a reasonable period of time after the meeting. Minutes should be approved by the council at the next regular meeting and kept by the clerk in a book of minutes, signed by the clerk.

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**BACKGROUND:**

Draft minutes prepared.

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**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:**

Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_

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**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:**

City Attorney  City Clerk  Engineer  Mayor  
 P & Z Commission  Parks & Lands Board  Public Works  Other

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**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Motion to approve the minutes as presented, and to suspend the reading of them, or remove from consent agenda to make changes and then approve as amended.

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**FOLLOW UP NOTES:**

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**MINUTES OF THE MEETING OF THE  
HAILEY CITY COUNCIL  
HELD MAY 18, 2015  
IN THE HAILEY TOWN CENTER MEETING ROOM**

The Meeting of the Hailey City Council was called to order at 5:30 P.M. by Mayor Fritz Haemmerle. Present were Council members Carol Brown, Don Keirn, Pat Cooley, and Martha Burke. Staff present included City Attorney Ned Williamson, City Administrator Heather Dawson, and City Clerk Mary Cone.

5:30:47 PM call to order by Mayor Haemmerle

Open Session for Public Comments:

Bob Macleod 5:31:25 PM representing the Blaine County Historical Museum announces that the Museum will be opening this Friday for 53<sup>rd</sup> year. And Heritage Court will be held at the Liberty Theatre on June 14<sup>th</sup> at 3:00 pm.

5:32:10 PM Jim Laski asks a question of the Mayor about when the circus application will be discussed. Mayor Haemmerle responded that he will move the discussion to later in the meeting as Council member Brown mentions that she plans on pulling the item for discussion.

**CONSENT AGENDA:**

- CA 187 Motion to approve 2015 EMS Grant through Idaho EMS Bureau. Application is due June 1, 2015 .....
- CA 188 Motion to approve grant application to Idaho Department of Lands Volunteer Fire Assistance for Wildland PPE gear .....
- CA 189 ~~Motion to approve Resolution 2015-40, to authorize and sign the Blaine County Multi-Jurisdictional All Hazard Mitigation Plan .....~~
- CA 190 Motion to approve Resolution 2015-41, authorizing the 2015 Annual Operating Plan and Cooperative Fire Protection Agreement between Hailey, USDI, BLM, and USDA and Forest Service .....
- CA 191 Motion to approve Resolution 2015-42, to sign an agreement with Uhrig Fencing in the amount of \$6,340.00 to replace the damaged fence at Lions Park that was burned by the fire .....
- CA 192 Motion to approve Resolution 2015-43, to sign a Letter of Agreement with Clearwater Landscaping for various irrigation repairs totaling \$20,594.00 on the estimates provided.....
- CA 193 Motion to approve Resolution 2015-44, to authorize service agreement with AmeriPride Services for cleaning of the Wastewater department clothes at prices we are currently paying .....
- CA 194 Motion to approve Resolution 2015-45, to authorize agreement with Fisher's Technology to buy 2 small copiers, rent a larger color copier and service 2 existing copiers for \$129.52 per month.....
- CA 195 Motion to approve Resolution 2015-46, to amend and restate Resolution 2011-17, to add Girls on the Run to the list of events exempt from park use fees under HMC 12.14.070(1)(a) .....
- CA 196 ~~Motion to approve Resolution 2015-47, authorizing Arena Use Agreement in conjunction with Special Events Permit for Jordan World Circus for June 6, 2015 afternoon and evening events .....~~
- CA 197 Motion to approve special event being 5 Alarm Chili Cookoff & Sun Valley Firefighter's Bash to be held on East Carbonate Street from Main Street to the Alley on Saturday, June 6<sup>th</sup> from 3:00 pm to 7:00 pm.....
- CA 198 Motion to approve minutes of May 4, 2015 and to suspend reading of them.....
- CA 199 Motion to approve claims for expenses incurred during the month of April 20, 2015, and claims for expenses due by contract in May, 2015 .....
- CA 200 Motion to approve Treasurer's reports for April 2015.....

HAILEY CITY COUNCIL MINUTES  
May 18, 2015

Heather Dawson pulls CA189  
Brown CA 196 for discussion

**5:33:08 PM Burke moved to approve all consent agenda items minus CA 189 and CA 196, seconded by Keirn, motion passed unanimously.**

CA 189 5:33:29 PM Dawson announced resolution number for this item is 2015-48 and not 2015-40 as shown in packet.

**Burke moves to approve CA 189 as discussed, motion seconded by Cooley, motion passed unanimously.**

CA 196 5:34:29 PM Brown pulled this item for council discussion as she is inclined to deny this request based on the information she has gathered online regarding traveling circuses and the treatment of large animals. Mayor will move this discussion to later in the meeting.

#### **MAYOR'S REMARKS:**

5:35:20 PM Mayor Haemmerle recognizes Nancy Gurney. Gurney is retiring after almost 30 years of involvement in several capacities with the Hailey Public Library.

Standing round of applause for Gurney.

5:37:08 PM Gurney announces that she has enjoyed going to work every day and proclaims that she will miss it.

#### **PUBLIC HEARINGS:**

*PH 201 Discussion of Hailey's policy on nuclear waste shipments to Idaho and storage within Idaho  
Attorney General Lawrence Wasden.*

5:38:03 PM Attorney General's office is here to discuss the nuclear waste topic in Idaho.

Mayor Haemmerle gave an update of the discussions that have occurred at past council meetings.

5:39:06 PM Lawrence Wasden, Idaho Attorney General, introduced why he is present today. Wasden first learned of this discussion from the local paper covering a nuclear waste story. Wasden points to several documents he handed out to the Mayor and Council. Wasden then gave a history of this topic. Cecil Andrus (before 1995) heard of a shipment of nuclear waste going through Idaho, the Governor asked the Idaho State Patrol to stop any shipments attempting to go through our state. Governor Batt, continued the primary objective from Andrus. In the 1995 agreement, there is a timeline transuranic radioactive waste referred to as TRU, is contained on clothing and things buried in the desert, barrels break-down over time and contaminate the ground around it. Wasden recounted the lawsuits, deadline is dec. 31<sup>st</sup> 2018 – all TRU waste needs to be shipped out. Another part of the timeline, commits waste to go to the

HAILEY CITY COUNCIL MINUTES  
May 18, 2015

Waste Isolation Pilot Plant (WIPP), WIPP is closed now because of unrelated incidents beginning December 2012.

5:47:15 PM Haemmerle asks a question about the initial concerns before the 1995 agreement. Wasden answers his question.

5:48:54 PM Wasden explains that under the 1995 agreement, the penalties are outlined and have been imposed as punishment since Dec. 2012. Wasden talks about the 900,000 gallons of liquid waste held in 3 stainless steel tanks. There is a 4<sup>th</sup> empty tank in case one of the 3 tanks, leaks, the waste can be placed in the empty tank. Wasden's larger concern is the sodium barium high level liquid waste, which at some point will leak. Problem is they don't have to get rid of this waste under the 1995 agreement only thing we can do is stop additional waste from coming into the state.

5:52:06 PM Wasden points to one of his handouts provided to council, paragraph j number 1, last sentence at the bottom of page, "Idaho shall have the ability, in its sole discretion, to waive performance by the federal parties of any terms, conditions and obligations contained in this Agreement." Wasden explains why they agreed to allow commercial fuel to be tested and brought in with the 2011 agreement.

In 2004 DOE came to AG's office, want to conduct testing. AG's office said okay at the time, because they were in compliance with the 1995 agreement. DOE wanted to put an agreement in place so that they would not have to ask for permission each time they wanted to bring in nuclear fuel to conduct testing. So, the 2011 agreement was a formal agreement that the AG's office and DOE agreed to. Condition of testing, "...you can bring in testing materials if you get the waste out in compliance with the 1995 agreement. On, Dec. 18, 2014 AG's office received a letter from Secretary Ernest Moniz with DOE, asking to bring in 2 shipments, and wishing to take ownership of the nuclear fuel material in Jan. 2015 and ship it in by Jan 2016. 5:58:39 PM Wasden recounts a meeting in Jan 2015. Wasden sent a letter on Jan. 8, 2015 to Secretary Moniz at DOE.

6:03:39 PM Haemmerle asks another question. Wasden clarified.

Wasden refers to conversations regarding the Waste Treatment Unit being up and running by sept. 2015. The DOE said they would not have the machine up and running until 2018 or 2019. Then Wasden wrote another letter on Feb. 27, 21056:07:23 PM. Wasden reads from this letter. Both Wasden letters Jan 8 and Feb. 27<sup>th</sup> were handed out to council in tonight's meeting.

No additional fuel will come into the state until they comply, added Wasden. They must be processing liquid nuclear waste before allowing more fuel (i.e. commercial spent fuel) to come into the state.

6:09:01 PM The Integrated Waste Treatment plant is not running. Liquid is higher risk than a solid waste believes Wasden.

HAILEY CITY COUNCIL MINUTES  
May 18, 2015

6:11:30 PM Wasden reports that the liquid nuclear (TRU) waste has been in these tanks for 50 years. Wasden wants to see that this conversion from liquid waste to solid waste gets done. We don't want to be a nuclear waste dump. The 2011 agreement gave them a path to bring in commercial nuclear waste if they become compliant with the 1995 conditions of getting waste out of the state.

6:13:55 PM Haemmerle asked if this machine has ever been up and running between 1995 and 2011? Wasden answered no it has not.

6:16:43 PM no other such machines exist and other people have liquid waste.

6:18:24 PM not allowing more waste, but changing the types of material still not exceeding the total nuclear waste amount allowed in the 1995 agreement. 6:19:48 PM 1995 agreement states we will measure the waste by the heavy metals. Originally communicated as 200 lbs of heavy metals, but when it is shipped in the casks it is much heavier.

6:22:28 PM Brown thanked Wasden for this information he presented and asked a question. Will you include any public process going forward? Wasden is presenting now.

6:23:50 PM Haemmerle asks if the former governors are okay with this agreement? Wasden is not sure cannot speak for them. He has had conversations with Batt.

6:25:21 PM Wasden clarifies that liquid waste must be processed before Wasden will allow more fuel to come into the state.

Burke feels better hearing Wasden's information.

6:27:12 PM Brown asks a question about NEPA. Wasden, it is not relevant to his job, he has been making suggestions on the topic.

6:28:51 PM Lisa Carton with the Idaho Mountain Express asked Wasden a question. Wasden answered and visited INL last week. Until it (INL) is processing waste, no additional waste will come in to the state.

6:30:17 PM Keirn asked when Waste Treatment Unit will be up and running. Wasden answered, not sure they have a date. And Yucca Mountain is closed right now, no one knows where that will go.

Public comments:

6:32:05 PM Bob Macleod Hailey resident, as a laymen, as we keep making agreements, no place for this to go, we might end up with more waste here. MacLeod thanked Wasden for his information. 6:32:59 PM Wasden by 2035, this waste should be removed. After that, we might not have as much control.

HAILEY CITY COUNCIL MINUTES  
May 18, 2015

6:33:47 PM Maya Burrell Ketchum resident asked a question of Wasden. Wasden has 2 areas of leverage, when there is failure to meet the timeline, then they cannot bring fuel into the state. This has been in effect since Dec. 2012. And 2, we have an opportunity to leverage the request of bringing more waste in and conditionally requiring that the liquid waste is cleaned-up before bringing in additional waste.

6:36:27 PM Haemmerle has closing thoughts on this topic. Applauds the AG's efforts to process and remove waste.

6:37:01 PM Wasden responds. There used to be an attorney in the AG's office which purpose was monitoring the 1995 agreement and it became a political situation and her position was removed.

*PH 202 Consideration of Resolution 2015-30, authorizing Second Addendum to Annexation Agreement and Third Modification to Deed Restriction for the North Hailey Business Center (continued from April 20th council meeting)*

6:38:21 PM Mayor Haemmerle introduced this item and handed it over to City Attorney.

6:38:40 PM Williamson gave a history of this item. Annexed by Bart Rinker in 1991. The site is where McDonald's restaurant is now. Excluded grocery stores and restaurants. 1<sup>st</sup> amendment. And 2<sup>nd</sup> amendment to annexation agreement in 1993 also removed from the deed restriction. Later, Albertsons grocery store annexed and opened.

Williamson has been contacted by the current owner of the lot south of McDonald's. Sale is pending the removal of this restriction of not allowing for grocery stores on the lot. Williamson has spoken with Lisa Horowitz the Community Development Director and both feel given the situation it is appropriate to remove this restriction.

6:43:06 PM Ed Lawson attorney representing owner of lot 1. Neumann is representing the grocer.

Lawson represented Bart Rinker at the 1991 annexation. Lawson remembers that Rinker had no interest in the restrictions. Lawson feels that with the growth and circumstances warrant a removal of the restriction. Lawson urged the council to remove the restriction.

6:45:49 PM Jim Phillips attorney representing Atkinson's family grocery store. Phillips announced that the removal of the restriction is not as simple as it seems. Phillips reads an excerpt from Pg. 27 of the Hailey Comprehensive Plan, stating that the downtown core is the proper place for this type of development. In 1991, Hailey with the Atkinson family focused to develop the downtown core. That same year Bart Rinker annexed his property and agreed that certain uses would not be permitted on his property. 1991 annexation of the Wood River Motors property – know as the North West Hailey annexation. Phillips refers to Comprehensive Plan again regarding statements on new business and development. The Comprehensive Plan and the downtown plan have not changed. This proposal is counterproductive to both of these. Hailey

HAILEY CITY COUNCIL MINUTES  
May 18, 2015

has invested a lot of time in the plans they have, Phillips urges council to follow them. The opposition to this business, but to not hurt the downtown core. Phillips requests to reject this or compare it to the Comprehensive Plan before deciding on this proposal.

6:56:14 PM John Gaeddert spoke to council on behalf of the Atkinson family. Gaeddert spoke to the history of Hailey and the changes over the years. Gaeddert reads from the Comprehensive Plan on page 27 and the encouragement of walkability. Gaeddert's concern of the future, what are the unintended consequences to this removal of the restriction brings to our city. Gaeddert thinks there may be other spots for this store.

7:00:52 PM Janine Bear local realtor speaks on behalf of her client, the buyer of the property. There is not another parcel that works for this client. There is really not another option, she has been working on this for about 1 year and has looked at all available properties in Hailey.

7:02:54 PM Ed Lawson, we are not asking for Hailey to change the Comprehensive Plan. Lawson asks council to focus on the deed restriction. Lawson is asking for the grocery store restriction to be removed, if the city wants to remove all of the restrictions, Lawson is okay with that. Lawson feels that this is infill piece. Lawson feels that justification in development since 1991, makes sense to remove these restrictions.

7:06:29 PM Jim Phillips speaks to council again. This proposal is not consistent with Comprehensive Plan, it is the unforeseen consequences that are a caution. Phillips asks council not to rush on this proposal.

7:08:07 PM Brown asks a question about mixed building use.

7:08:39 PM Horowitz when asked the question about potentially removing the restrictions; Horowitz took a pragmatic approach to this situation and explains her thought process and steps for analyzing this request. In response to the guiding principle that Gaeddert read. There have been three (3) important decisions that Hailey made that allowed linear development to occur in the City, allowing the post office to move to the South part of town, annexing property and allowing Albertsons at the North end and then allowing St. Luke's to build a clinic at the very South end of town. Horowitz explained her rationale around her research.

7:10:33 PM Williamson reminds council that council does not have to deny based on the Comprehensive Plan.

7:10:56 PM Burke remembers actions taken by Planning and Zoning Commission and remembers when we did not have a downtown core. Burke feels that our downtown core is developed now. Burke reminds council that we must protect residential areas in Hailey too. Balance must be maintained, put business where business is zoned. Our job is to follow the design that was put in place years ago. It made sense then, but not today. Burke, it doesn't work now.

7:14:36 PM Cooley was surprised to hear about the restrictions on this property. Cooley agrees with Burke.

HAILEY CITY COUNCIL MINUTES  
May 18, 2015

7:15:04 PM Keirn comments that if this proposal was from any other retail store, we would not be having this discussion. Keirn agrees with Burke.

7:15:43 PM Brown reviewed the zoning for this with the restrictions. This has the look and feel of Limited Business with the restrictions. Brown reached the same conclusion as the rest of the council.

7:17:45 PM Haemmerle agrees with council. Haemmerle doesn't feel that the restrictions should be associated with the property anymore. We've succeeded in establishing a downtown in Hailey. Haemmerle agrees with Burke that residential areas need to be protected.

7:19:34 PM **Keirn moves to approve the Second Addendum to the Annexation Agreement and Third Modification to Deed Restriction with Resolution 2015-30, seconded by Burke, motion passed with roll call vote. Burke, yes. Cooley, yes. Keirn, yes. Brown, yes.**

*PH 203 Consideration of ordinance amendments to Hailey's building codes and energy codes (continued from April 20th council meeting)*

7:20:49 PM Mayor Haemmerle introduced this item and turned over discussion to Kristine Hilt.

7:21:03 PM Kristine Hilt presents to council a proposed ordinance. Hilt gave some history of the state code which was adopted Jan 2015. We have 2 different codes to build to – some of 2009 code some of 2012 code. In some cases, our build better code is difficult to meet 10% better when using the 2012 code.

Hilt asks for council comments.

7:25:14 PM Haemmerle refers to concerns, wanting to preserve older buildings. If you are adding on to your existing home. If 500 square feet or larger, hire a HERS rater and get more information on how to make the home more energy efficient. But you are not required to implement the suggestions.

7:27:12 PM Cooley asks a question about window replacements. Hilt answers.

Public Comments:

7:29:15 PM Jerry Long with Division of Building and Safety spoke with council. Long is on the 2108 building review team. Long explains the general confusion he sees from his perspective.

7:30:59 PM Sharon Grant, Ketchum resident and is a energy and green building consultant. Grant supports this proposal. It is important to be consistent among the communities. We are not being too far reaching in her opinion.

7:33:01 PM **Motion to approve Ordinance No. 1176, seconded by Keirn, motion approved unanimously.**

HAILEY CITY COUNCIL MINUTES  
May 18, 2015

7:34:22 PM Mayor Haemmerle conducts reading of Ordinance No. 1176 by title only.

Mayor Haemmerle announce that CA 196 will be discussed next – circus application:

**CONSENT AGENDA continued:**

*CA 196 - Motion to approve Resolution 2015-47, authorizing Arena Use Agreement in conjunction with Special Events Permit for Jordan World Circus for June 6, 2015 afternoon and evening events*

7:36:29 PM Brown has evaluated the discussion and claims discussed in the last meeting. A lot of the stories last year were years and decades old so Brown could not put a lot of credence in them. But now listening to how large animals are required to be moved and held in cages at all times. And the elephant that escaped within the last 3 years is a safety concern. 3<sup>rd</sup>, Brown wants Hailey Ice to be built, if she has to choose, she would pick Hailey Ice.

7:39:12 PM Burke would like to see humane treatment including the transporting of exotic animals. Burke is comfortable in denying this application now.

7:40:47 PM Cooley asks a question of Chief Gunter. Dawson points the council to the document in the packet, exhibit A, pg. 106, which is the map of the Werthheimer Park layout showing available area to the Circus during the event with consideration of construction of the Hailey Ice rink building. Dawson describes the map to council. There will not be spectator parking this year.

7:43:34 PM Jim Laski states that they will unload in the open lane.

7:44:18 PM Kristine Hilt comments.

7:45:29 PM Pearson Blaimares, a student, comments. Gabe Delgado speaks regarding the Student Elephant Project. Delgado states that the Jordan World Circus has had 28 federal violations. Delgado states the mission of his group. Delgado asks council to deny the request and amend the law to not allow exotic animal circuses. Delgado asks council to propose outlawing circuses in the next meeting.

7:49:16 PM Haemmerle asked a question of Hilt about the past violations. Hilt answered.

7:50:04 PM Maya Burrell comments and asks if certain agencies were contacted. Hilt responded.

7:50:58 PM Jim Laski with Hailey Ice. Hailey Ice's contractor has not heard from the Circus yet.

7:52:08 PM Burke asks a question for discussion. Haemmerle responds.

HAILEY CITY COUNCIL MINUTES  
May 18, 2015

7:53:47 PM Williamson reads 2 standards regarding special events, which could apply to her question. Brown reads from chapter 6.04.090, regarding humane treatment of animals.

7:56:11 PM **Motion to deny circus made by Brown citing 12.14.050 e & c and 6.04.090, and we have a major construction project in close proximity to the arena. Seconded by Burke. Haemmerle feels there is a problem with the construction site. Haemmerle is not willing to say no more circuses in our nation. Haemmerle is not willing to pass that type of Ordinance. Cooley is not against this application. Keirn is not going to deny the application. Council votes: Brown, yes, Keirn, nay. Cooley, nay. Burke, yes. Haemmerle, nay. Motion failed 3-2 votes.**

8:02:22 PM **Cooley makes a motion to approve the Jordan World Circus and authorize Resolution 2015-47 which approves the use agreement and special event, seconded by Keirn. Burke, nay. Brown, Nay. Keirn, yes. Cooley, yes. Haemmerle, yes. Motion passed 3-2 votes.**

*PH 204 Proposed Ordinance Title 13 cross-connection ordinance amendment to consider allowing alternative backflow protection devices for irrigation and Title 18 to adopt amended and new Standard Drawings relating to cross-connection and new sewer service connection.*

8:05:01 PM Platt gives a summary wants to separate title 13 and title 18 ordinance changes. Title 13 discussion tonight, 18 in a month ½.

No public comments.

8:06:22 PM **Keirn moves to approve Ordinance No. 1177 and read by title only, seconded by Burke, motion passed unanimously.**

8:06:49 PM **Haemmerle reads Ordinance No. 1177 by title only.**

*PH 205 Biosolids project – Notice of Award to Contractors Northwest Inc. for \$4,023,000*

8:07:14 PM Platt announced that we pre-qualified bidders last winter – there were 7 approved bidders, and of those approved, 4 submitted bids. Request to award contract to Contractors Northwest Inc. (CNI) for the Biosolids Project.

No public comments.

8:08:56 PM Williamson comments, bid came in below.

8:09:30 PM **Motion to award contract to CNI, for \$4,023,000. Seconded by Keirn, motion passed. Brown, yes. Keirn, yes. Cooley, yes. Burke, yes.**

**NEW BUSINESS:**

*NB 206 Discussion of City water projects and priorities*

HAILEY CITY COUNCIL MINUTES  
May 18, 2015

8:10:52 PM – Mayor Haemmerle comments that one item is not on the list presented tonight, the Big Wood and Little Wood water call. Hailey is represented for this call by Michael Creamer and there has been good discussion at the lawyer level addressing this problem of water sharing.

8:11:50 PM Platt gave an overview of this item. The main element to this is the water call and making sure we stay informed on all of the water topics.

8:14:03 PM Cooley asks a question, about the wall at Indian Springs. Platt answered, there is no wall there yet, but we need one. Working on getting one.

Cooley asks about a school district well? Discussion ensued about watering in general.

### **OLD BUSINESS:**

*OB 207 3rd Reading of Ordinance No. 1173 - vacating portions of 6th Avenue and Carbonate Street property*

8:17:00 PM Williamson asked to pull this 3<sup>rd</sup> reading as he has not heard from the Mizer's and has not received the signed easement.. Williamson suggests to move this item to a future meeting June 15<sup>th</sup>.

8:17:55 PM **Brown moved to continue this item to June 15, 2015, seconded by Burke**  
**Motion passed unanimously.**

*OB 208 3rd Reading of Ordinance No. 1174 - Non-Discrimination Ordinance, which establishes protections against discrimination based on gender identity or sexual orientation within the City of Hailey (Summary of Ordinance)*

8:18:19 PM **Brown moves to approve Ordinance No. 1174, approve summary, authorize the mayor to sign, motion unanimously approved.**

**Mayor Haemmerle conducts the 3<sup>rd</sup> Reading of Ordinance No. 1174, by title only.**

*OB 209 3rd Reading of Ordinance No. 1175 – Floodplain Ordinance Amendments Summary of Ordinance*

8:20:19 PM **Burke moves to approve 3<sup>rd</sup> reading, approve summary, and authorize Mayor to sign, seconded by Cooley, motion passed unanimously.**

8:21:05 PM **Mayor Haemmerle conducts the 3<sup>rd</sup> Reading of Ordinance No. 1175, by title only.**

### **STAFF REPORTS:**

8:22:50 PM Chief Aberbach we had our 1<sup>st</sup> do the right thing ceremony, May 11<sup>th</sup>, candidates and their families were present. And also we had our 1<sup>st</sup> bingo night last Thursday and the

HAILEY CITY COUNCIL MINUTES  
May 18, 2015

Senior Connection. And lastly, we will have 5 more firefighters soon, they passed their course and testing. Great communications with WRFR asst. fire chief.

8:24:12 PM Cooley out June 1<sup>st</sup>, he will email Haemmerle his comments regarding the next FMAA meeting.

8:24:35 PM **Motion to adjourn meeting made by Brown, seconded by Keirn, motion passed unanimously.**

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE 06/01/2015 DEPARTMENT:** Finance & Records      **DEPT. HEAD SIGNATURE:** MHC

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**SUBJECT**

Council Approval of Claims costs incurred during the month of May 2015 that are set to be paid by contract for June 2015.

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**AUTHORITY:**    ID Code 50-1017       IAR \_\_\_\_\_       City Ordinance/Code \_\_\_\_\_

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**BACKGROUND:**

Claims are processed for approval three times per month under the following procedure:

1. Invoices received, approved and coded to budget by Department Head.
  2. Invoice entry into data base by finance department.
  3. Open invoice report and check register report printed for council review at city council meeting.
  4. Following council approval, mayor and clerk sign checks and check register report.
  5. Signed check register report is entered into Minutes book.
- 

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:**

Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_

Payments are for expenses incurred during the previous month, per an accrual accounting system.

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**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:**

\_\_\_\_ City Attorney      \_\_\_\_ Clerk / Finance Director      \_\_\_\_ Engineer      \_\_\_\_ Mayor  
\_\_\_\_ P & Z Commission      \_\_\_\_ Parks & Lands Board      \_\_\_\_ Public Works      \_\_\_\_ Other

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**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Review report's, ask questions about expenses and procedures, approve claims for payment.

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**FOLLOW UP NOTES:**

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## Report Criteria:

Computed checks included  
 Manual checks included  
 Supplemental checks included  
 Termination checks included  
 Transmittal checks included  
 Void checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
05/14/2015	PC	05/21/2015	52162	AMBRIZ, JOSE L	7023	1,298.04-
05/14/2015	PC	05/21/2015	52165	PARKER, ROGER G	7041	1,573.10-
05/14/2015	PC	05/21/2015	52166	SHOTSWELL, DAVE O	7044	1,024.25-
05/14/2015	PC	05/21/2015	52115	BARRERA, NANCY	8005	881.82-
05/14/2015	PC	05/21/2015	52116	CONE, MARY M. HILL	8009	1,418.90-
05/14/2015	PC	05/21/2015	52145	LEOS, CHRISTINA M	8012	1,424.50-
05/14/2015	PC	05/21/2015	52119	STOKES, BECKY	8013	1,504.87-
05/14/2015	PC	05/21/2015	52117	DAWSON, HEATHER M	8014	2,342.20-
05/14/2015	PC	05/21/2015	52153	ANDERSON, TRACY	8021	990.34-
05/14/2015	PC	05/21/2015	52163	HOLYOAK, STEVEN R	8036	1,276.51-
05/14/2015	PC	05/21/2015	52155	PLATT, MARIEL P.R.	8042	1,806.37-
05/14/2015	PC	05/21/2015	52169	LYNCH, BRANDON	8046	1,176.73-
05/14/2015	PC	05/21/2015	36315	GARRISON, SHANE	8048	1,129.39-
05/14/2015	PC	05/21/2015	52161	TURNER, TERRY	8050	1,111.73-
05/14/2015	PC	05/21/2015	52120	HILT, KRISTINE	8056	962.64-
05/14/2015	PC	05/21/2015	52118	MOORE, JONNA C.	8057	1,031.56-
05/14/2015	PC	05/21/2015	52139	DANILSON, FORREST	8123	1,383.14-
05/14/2015	PC	05/21/2015	52152	STEWART, DEREK I	8139	1,719.04-
05/14/2015	PC	05/21/2015	52141	ENGLAND, STEVE J	8143	1,805.43-
05/14/2015	PC	05/21/2015	52147	ORNELAS, RAUL G	8145	1,366.18-
05/14/2015	PC	05/21/2015	52143	GUNTER, JEFF M	8148	1,688.90-
05/14/2015	PC	05/21/2015	52137	CLARK, LARRY M	8152	1,466.17-
05/14/2015	PC	05/21/2015	52150	STELLERS, DAVID J	8160	2,040.91-
05/14/2015	PC	05/21/2015	52138	COX, CHARLES F.	8161	1,488.57-
05/14/2015	PC	05/21/2015	52149	SHELAMER, MICHAEL	8163	1,216.46-
05/14/2015	PC	05/21/2015	52144	JONES, JEREMIAH J	8165	1,541.10-
05/14/2015	PC	05/21/2015	52148	PECK, TODD DAVID	8167	1,333.31-
05/14/2015	PC	05/21/2015	52121	ABERBACH, CRAIG S.	8175	2,385.37-
05/14/2015	PC	05/21/2015	52146	ORNELAS, MANUEL G.	8180	1,623.33-
05/14/2015	PC	05/21/2015	52151	STELLJES, MICHAEL	8184	1,239.99-
05/14/2015	PC	05/21/2015	36312	ERVIN, CHRISTIAN	8185	1,384.79-
05/14/2015	PC	05/21/2015	52136	BAKER, GREGORY W.	8186	1,451.70-
05/14/2015	PC	05/21/2015	52140	DOUTHIT, NATHAN S.	8188	1,185.95-
05/14/2015	PC	05/21/2015	52170	SAVAGE, JAMES L	8204	1,012.58-
05/14/2015	PC	05/21/2015	52157	GOMEZ-CARRILLO, LUIS	8205	846.06-
05/14/2015	PC	05/21/2015	52159	MENCK, KYLE	8222	961.58-
05/14/2015	PC	05/21/2015	52167	BALIS, MARVIN C.	8225	1,265.16-
05/14/2015	PC	05/21/2015	52160	SCHWARZ, STEPHEN K	8226	1,626.62-
05/14/2015	PC	05/21/2015	52158	GREEN, TIMOTHY E	8231	1,006.25-
05/14/2015	PC	05/21/2015	52135	OROZCO, ANTONIO REY	8238	967.17-
05/14/2015	PC	05/21/2015	36313	JOHNSTON, JAIMEY	8243	1,097.08-
05/14/2015	PC	05/21/2015	52154	MARES, MARIA C	8251	781.03-
05/14/2015	PC	05/21/2015	52128	GURNEY, NANCY L	8253	1,071.16-
05/14/2015	PC	05/21/2015	52130	JOHNSTON, JEAN H	8259	951.68-
05/14/2015	PC	05/21/2015	52127	GELSKEY, LEANN R	8262	1,357.20-
05/14/2015	PC	05/21/2015	52126	DREWIEN, LYNN	8271	342.77-
05/14/2015	PC	05/21/2015	52124	CLARK, DIANE M.	8273	804.83-
05/14/2015	PC	05/21/2015	52132	St.JOHN, AMANDA JANE	8274	972.77-
05/14/2015	PC	05/21/2015	52133	STRAITON, DEBORAH	8277	370.88-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
05/14/2015	PC	05/21/2015	52131	NEUMANN, CATHY	8280	617.80-
05/14/2015	PC	05/21/2015	52125	CROTTY, JOSHUA	8283	736.32-
05/14/2015	PC	05/21/2015	52168	ELLSWORTH, BRYSON	8285	900.59-
05/14/2015	PC	05/21/2015	52142	GREENFIELD, JOHN	8290	1,468.10-
05/14/2015	PC	05/21/2015	52129	HOLST, MICHAEL	8291	839.84-
05/14/2015	PC	05/21/2015	52156	DILWORTH, ZACKERY	8292	1,358.77-
05/14/2015	PC	05/21/2015	52164	PARKER, MICHAEL J	8506	977.49-
05/14/2015	PC	05/21/2015	52122	BALEDGE, MICHAEL S	9054	1,620.50-
05/14/2015	PC	05/21/2015	52123	HEITZMAN, KRISTY L	9103	613.65-
05/14/2015	PC	05/21/2015	52134	CURTNER, JOHN E	9104	440.45-
05/14/2015	PC	05/21/2015	36314	OSENGA, HANS HERBER	9105	627.98-
05/14/2015	CDPT	05/21/2015	36316	AFLAC	1	458.56-
05/14/2015	CDPT	05/21/2015	36316	AFLAC	1	208.07-
05/14/2015	CDPT	05/21/2015	36317	DELTA DENTAL PLAN OF	2	431.01-
05/14/2015	CDPT	05/21/2015	36317	DELTA DENTAL PLAN OF	2	2,264.50-
05/14/2015	CDPT	05/21/2015	36320	NCPERS GROUP LIFE IN	6	96.00-
05/14/2015	CDPT	05/26/2015	52617	PERSI	7	3,974.06-
05/14/2015	CDPT	05/26/2015	52617	PERSI	7	6,625.38-
05/14/2015	CDPT	05/26/2015	52617	PERSI	7	3,697.52-
05/14/2015	CDPT	05/26/2015	52617	PERSI	7	5,157.09-
05/14/2015	CDPT	05/26/2015	52617	PERSI	7	1,224.11-
05/14/2015	CDPT	05/26/2015	52617	PERSI	7	162.14-
05/14/2015	CDPT	05/26/2015	52617	PERSI	7	369.37-
05/14/2015	CDPT	05/26/2015	52617	PERSI	7	453.75-
05/14/2015	CDPT	05/26/2015	52616	MOUNTAIN WEST BANK	8	6,441.92-
05/14/2015	CDPT	05/26/2015	52616	MOUNTAIN WEST BANK	8	6,441.92-
05/14/2015	CDPT	05/26/2015	52616	MOUNTAIN WEST BANK	8	1,506.53-
05/14/2015	CDPT	05/26/2015	52616	MOUNTAIN WEST BANK	8	1,506.53-
05/14/2015	CDPT	05/26/2015	52616	MOUNTAIN WEST BANK	8	8,788.13-
05/14/2015	CDPT	05/21/2015	36318	IDAHO STATE TAX COM	9	3,936.00-
05/14/2015	CDPT	05/21/2015	36322	CHILD SUPPORT RECEIP	18	82.60-
05/14/2015	CDPT	05/26/2015	52615	A.W. REHN & ASSOCIAT	21	1,302.56-
05/14/2015	CDPT	05/21/2015	36323	CHILD SUPPORT RECEIP	23	210.00-
05/14/2015	CDPT	05/21/2015	36321	VSP	26	80.30-
05/14/2015	CDPT	05/21/2015	36321	VSP	26	444.43-
05/14/2015	CDPT	05/21/2015	36319	III-A Id Indpt Ingergov Age	29	987.50-
05/14/2015	CDPT	05/21/2015	36319	III-A Id Indpt Ingergov Age	29	38,501.28-
Grand Totals:			<u>86</u>			<u>168,260.86-</u>

Report Criteria:

- Computed checks included
- Manual checks included
- Supplemental checks included
- Termination checks included
- Transmittal checks included
- Void checks included

Posting period: 05/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
<b>4409 A.W. REHN &amp; ASSOCIATES</b>										
5/5/15	1	FSA Admin Fee April	Invoice	05/05/2015	06/01/2015	42.00	42.00	100-15-41313		515
5/5/15	2	FSA Admin Fee April	Invoice	05/05/2015	06/01/2015	42.00	42.00	200-15-41313		515
5/5/15	3	FSA Admin Fee April	Invoice	05/05/2015	06/01/2015	42.00	42.00	210-15-41313		515
Total 4409 A.W. REHN & ASSOCIATES:						126.00	126.00			
<b>4089 ADVANCED SIGN &amp; DESIGN</b>										
005949	1	0059490-IN TWO ADOPT A PARK SIGNS	Invoice	05/12/2015	06/01/2015	167.00	167.00	100-50-41323		515
Total 4089 ADVANCED SIGN & DESIGN:						167.00	167.00			
<b>602 ARAMARK WORK APPAREL</b>										
162395	1	TEE SHIRTS	Invoice	05/02/2015	06/01/2015	62.45	62.45	200-60-41703		515
162395	2	HOODED SWEAT SHIRT	Invoice	05/02/2015	06/01/2015	152.97	152.97	200-60-41703		515
162395	3	EMBROIDERY	Invoice	05/02/2015	06/01/2015	34.00	34.00	200-60-41703		515
Total 602 ARAMARK WORK APPAREL:						249.42	249.42			
<b>215 ARNOLD MACHINERY COMPANY</b>										
B07868	1	B07868 PARTS FOR 4043	Invoice	05/06/2015	06/01/2015	1,338.29	1,338.29	100-40-41405		515
Total 215 ARNOLD MACHINERY COMPANY :						1,338.29	1,338.29			
<b>375 ATKINSON'S MARKET</b>										
000208	1	SODA	Invoice	05/13/2015	06/01/2015	8.36	8.36	200-60-41403		515
Total 375 ATKINSON'S MARKET :						8.36	8.36			
<b>1375 AUTO WORKS, LLC</b>										
482	1	E4 Radiator Repair - Labor and HazMat Cost	Invoice	05/22/2015	06/01/2015	1,468.01	1,468.01	100-55-41415		515
Total 1375 AUTO WORKS, LLC:						1,468.01	1,468.01			
<b>1354 CABELA'S INC.</b>										
046984	1	WORK BOOTS	Invoice	05/07/2015	06/01/2015	158.94	158.94	200-60-41703		515
Total 1354 CABELA'S INC.:						158.94	158.94			

Posting period: 05/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
<b>2326 CDW GOVERNMENT, INC</b>										
VK927	1	Ihaca 280 printer for Caselle N. Barrera	Invoice	05/12/2015	06/01/2015	124.66	124.66	100-15-41533		515
VK927	2	Ihaca 280 printer for Caselle N. Barrera	Invoice	05/12/2015	06/01/2015	124.65	124.65	200-15-41533		515
VK927	3	Ihaca 280 printer for Caselle N. Barrera	Invoice	05/12/2015	06/01/2015	124.65	124.65	210-15-41533		515
Total 2326 CDW GOVERNMENT, INC						373.96	373.96			
<b>1460 CHASE, NICHOLAS</b>										
1460	1	Refund Remaining Dep.- 108 Croy St W	Invoice	05/11/2015	06/01/2015	69.44	69.44	200-00-20314		515
Total 1460 CHASE, NICHOLAS:						69.44	69.44			
<b>7000 CLEARWATER LANDSCAPING</b>										
15-043	1	15-04343 CITY HALL PAVER REPLACEMENT	Invoice	04/30/2015	06/01/2015	2,421.34	2,421.34	100-42-41413		515
15-043	2	15-04343 CITY HALL PAVER REPLACEMENT	Invoice	04/30/2015	06/01/2015	2,421.33	2,421.33	200-42-41413		515
15-043	3	15-04343 CITY HALL PAVER REPLACEMENT	Invoice	04/30/2015	06/01/2015	2,421.33	2,421.33	210-42-41413		515
Total 7000 CLEARWATER LANDSCAPING:						7,264.00	7,264.00			
<b>5961 CLEARWATER POWER EQUIPMENT LLC</b>										
040615	1	04061527 BLADE, STARTER ROPE, BELT - HUST	Invoice	04/07/2015	06/01/2015	140.74	140.74	100-40-41405		515
042115	1	04211508 ECHO BACK PACK BLOWER	Invoice	04/21/2015	06/01/2015	499.99	499.99	100-40-41405		515
042115	1	04211508 ECHO BACK PACK BLOWER	Invoice	04/21/2015	06/01/2015	499.99	499.99	100-50-41405		515
Total 5961 CLEARWATER POWER EQUIPMENT LLC:						1,140.72	1,140.72			
<b>337 COPY &amp; PRINT LLC</b>										
65177	1	65177 LAMINATE WATER EXEMPTION DOOR HAN	Invoice	05/18/2015	06/01/2015	3.00	3.00	200-60-41215		515
Total 337 COPY & PRINT LLC:						3.00	3.00			
<b>781 DIG LINE</b>										
005161	1	0051614-IN DIG LINE FEES W	Invoice	04/30/2015	06/01/2015	53.13	53.13	200-60-41325		515
005161	2	0051614-IN DIG LINE FEES WW	Invoice	04/30/2015	06/01/2015	53.13	53.13	210-70-41325		515
Total 781 DIG LINE						106.26	106.26			
<b>1458 DUE WEST PRESS, LLC</b>										
000000	1	Skatepark t-shirts 2015 event	Invoice	05/12/2015	06/01/2015	322.75	322.75	100-10-41215	13.50.0002.1	515

Posting period: 05/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 1458 DUE WEST PRESS, LLC:										
						322.75	322.75			
348 FEDERAL EXPRESS										
780168	1	2-951-48056 SHIPPING - METROTECH - WATER D	Invoice	01/15/2015	06/01/2015	52.38	52.38	200-60-41213		515
Total 348 FEDERAL EXPRESS :										
						52.38	52.38			
1451 FIRE INNOVATIONS										
15-567	1	labeled webbing	Invoice	04/17/2015	06/01/2015	525.00	525.00	100-55-41217		515
Total 1451 FIRE INNOVATIONS:										
						525.00	525.00			
101 GALENA ENGINEERING, INC.										
3830.2	1	3830.22 MISC SMALL PROJECTS - CIP	Invoice	05/01/2015	06/01/2015	776.25	776.25	100-42-41313		515
3830.2	2	3830.22 MISC SMALL PROJECTS - WTR STD DWG	Invoice	05/01/2015	06/01/2015	172.50	172.50	200-42-41313		515
3830.2	1	3830.22 MISC SMALL PROJECTS - CIP	Invoice	05/01/2015	06/01/2015	517.50	517.50	100-42-41313	15.42.0001.1	515
6973.0	1	6973.06 FRIEDMAN MEMORIAL AIRPORT INFRAS	Invoice	05/01/2015	06/01/2015	908.75	908.75	200-42-41313		515
6973.0	2	6973.06 FRIEDMAN MEMORIAL AIRPORT INFRAS	Invoice	05/01/2015	06/01/2015	908.75	908.75	210-42-41313		515
Total 101 GALENA ENGINEERING, INC. :										
						3,283.75	3,283.75			
922 GRAINGER INC., W.W.										
973527	1	MOUNTING BASE	Invoice	05/07/2015	06/01/2015	187.75	187.75	200-60-41413		515
Total 922 GRAINGER INC., W.W. :										
						187.75	187.75			
658 HAILEY CHAMBER OF COMMERCE										
APRIL	1	CONTRACT FOR SERVICES	Invoice	05/19/2015	06/01/2015	2,744.62	2,744.62	100-10-41707		515
Total 658 HAILEY CHAMBER OF COMMERCE :										
						2,744.62	2,744.62			
763 HAILEY PAINT AND SUPPLY										
71770	1	71770 SPRAY GOOF OFF	Invoice	04/29/2013	06/01/2015	8.49	8.49	100-40-41403		515
Total 763 HAILEY PAINT AND SUPPLY :										
						8.49	8.49			
1463 HALL, MATHEW OR MARY										
5/13/15	1	REFUND REMAINING BAL.-302 2ND AVE N.	Invoice	05/13/2015	06/01/2015	108.63	108.63	100-00-15110		515

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 1463 HALL, MATHEW OR MARY:										
						108.63	108.63			
<b>2808 HD SUPPLY WATERWORKS LTD</b>										
D63075	1	BRASS PARTS	Invoice	05/01/2015	06/01/2015	768.12	768.12	200-60-41403		515
D63075	2	LIDS	Invoice	05/01/2015	06/01/2015	851.28	851.28	200-60-41403		515
Total 2808 HD SUPPLY WATERWORKS LTD: 1,619.40										
<b>268 HIAWATHA CANAL COMPANY</b>										
2015-1	1	2015 WATER ASSESSMENT	Invoice	04/17/2015	06/01/2015	50.00	50.00	200-60-41711		515
2015-1	2	BILLABLE INCHES OF WATER	Invoice	04/17/2015	06/01/2015	1,100.64	1,100.64	200-60-41711		515
Total 268 HIAWATHA CANAL COMPANY: 1,150.64										
<b>8069 HILLSIDE AUTO</b>										
25892	1	PARTS	Invoice	05/15/2015	06/01/2015	447.80	447.80	200-60-41415		515
25892	2	LABOR	Invoice	05/15/2015	06/01/2015	161.50	161.50	200-60-41415		515
Total 8069 HILLSIDE AUTO: 609.30										
<b>671 IDAHO LUMBER &amp; HARDWARE</b>										
604346	1	607346 CINDER BLOCK AND MORTAR - WELCOM	Invoice	05/18/2015	06/01/2015	157.88	157.88	100-50-41513		515
605680	1	605680 KUBOTA EXCAVATOR RENTAL	Invoice	05/04/2015	06/01/2015	225.33	225.33	100-40-41775		515
606257	1	606257 SUPPLIES - CONCESSIONS UPGRADES	Invoice	05/08/2015	06/01/2015	25.77	25.77	100-50-41615	15.42.0002.1	515
606298	1	606298 POWER STRIP AND CAUTION TAPE	Invoice	05/09/2015	06/01/2015	27.97	27.97	100-50-41215		515
606853	1	606853 UTILITY KNIFE	Invoice	05/14/2015	06/01/2015	3.38	3.38	100-40-41405		515
606900	1	606900 LANDSCAPE FABRIC - WALBERTS	Invoice	05/14/2015	06/01/2015	12.99	12.99	100-40-41403	10.42.0005.1	515
606973	1	606973 SPRAY PAINT	Invoice	05/14/2015	06/01/2015	15.96	15.96	100-40-41405		515
607352	1	607352 SUPPLIES - WELCOME SIGN	Invoice	05/18/2015	06/01/2015	30.05	30.05	100-50-41513		515
607374	1	607374 REBAR - WELCOME SIGN	Invoice	05/18/2015	06/01/2015	33.11	33.11	100-50-41513		515
607376	1	607376 STEEL ROD - WELCOME SIGN	Invoice	05/18/2015	06/01/2015	63.96	63.96	100-50-41513		515
607410	1	607410 POLY LEAF RAKE	Invoice	05/19/2015	06/01/2015	13.99	13.99	100-40-41403		515
Total 671 IDAHO LUMBER & HARDWARE: 610.39										
<b>22433 IDAHO POWER</b>										
5/19/15	1	IP Acct#2204414540 Street lights	Invoice	05/19/2015	06/01/2015	175.29	175.29	100-40-41717		515
5/19/15	2	IP Acct#2204935643 STREET -1811 MERLIN LOO	Invoice	05/19/2015	06/01/2015	548.18	548.18	100-40-41717		515
5/19/15	3	IP Acct#2204935643 HFD	Invoice	05/19/2015	06/01/2015	287.30	287.30	100-55-41717		515

Posting period: 05/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
5/19/15	4	IP Acct#2204935643 LIBRARY	Invoice	05/19/2015	06/01/2015	468.01	468.01	100-45-41717		515
5/19/15	5	IP Acct#2204935643 /33%	Invoice	05/19/2015	06/01/2015	197.97	197.97	100-42-41717		515
5/19/15	6	IP Acct#2204935643 /33%	Invoice	05/19/2015	06/01/2015	197.97	197.97	200-42-41717		515
5/19/15	7	IP Acct#2204935643 /33%	Invoice	05/19/2015	06/01/2015	197.97	197.97	210-42-41717		515
5/19/15	8	IP Acct#2204637769 W WATER	Invoice	05/19/2015	06/01/2015	8,579.63	8,579.63	210-70-41717		515
5/19/15	9	IP Acct#2200663470 Elm Alley	Invoice	05/19/2015	06/01/2015	.10	.10	100-40-41717		515
5/19/15	10	IP Acct#2220558908 HEAGLE/1151 War Eagle	Invoice	05/19/2015	06/01/2015	5.25	5.25	100-40-41717		515
Total 22433 IDAHO POWER:						10,657.67	10,657.67			
<b>432 IDAHO POWER COMPANY - CSPP</b>										
201530	1	HydroPlant O&M Jan-May	Invoice	04/30/2015	06/01/2015	163.64	163.64	200-60-41709		515
Total 432 IDAHO POWER COMPANY - CSPP:						163.64	163.64			
<b>612 INGRAM BOOK COMPANY</b>										
031909	1	Library Books and Materials	Invoice	01/24/2013	06/01/2015	381.40-	381.40-	100-45-41535		515
728073	1	Library Books and Materials	Invoice	07/22/2013	06/01/2015	23.76-	23.76-	100-45-41535		515
851265	1	Library Books and Materials	Invoice	05/12/2015	06/01/2015	15.09	15.09	100-45-41535		515
851265	1	Library Books and Materials	Invoice	05/12/2015	06/01/2015	28.55	28.55	100-45-41535		515
851265	1	Library Books and Materials	Invoice	05/12/2015	06/01/2015	9.52	9.52	100-45-41535		515
851265	1	Library Books and Materials	Invoice	05/12/2015	06/01/2015	734.35	734.35	100-45-41535		515
851265	1	Library Books and Materials	Invoice	05/12/2015	06/01/2015	21.28	21.28	100-45-41535		515
851265	1	Library Books and Materials	Invoice	05/12/2015	06/01/2015	15.09	15.09	100-45-41535		515
Total 612 INGRAM BOOK COMPANY:						418.72	418.72			
<b>229 INTEGRATED TECHNOLOGIES</b>										
22100	1	22100 CONTRACT CHARGES 3/22 - 4/21/15	Invoice	04/30/2015	06/01/2015	35.43	35.43	100-40-41325		515
22918	1	extra copies city hall	Invoice	05/14/2015	06/01/2015	45.76	45.76	100-15-41325		515
22918	2	extra copies city hall	Invoice	05/14/2015	06/01/2015	45.77	45.77	200-15-41325		515
22918	3	extra copies city hall	Invoice	05/14/2015	06/01/2015	45.77	45.77	210-15-41325		515
Total 229 INTEGRATED TECHNOLOGIES:						172.73	172.73			
<b>330 JAMES ARTIFACTS</b>										
023974	1	023974 INK CARTRIDGES	Invoice	04/29/2015	06/01/2015	52.66	52.66	100-40-41215		515
024138	1	library programming supplies	Invoice	05/11/2015	06/01/2015	16.69	16.69	100-45-41326		515
024199	1	library programming supplies	Invoice	05/14/2015	06/01/2015	20.56	20.56	100-45-41326		515
024206	1	library programming supplies	Invoice	05/14/2015	06/01/2015	31.07	31.07	100-45-41326		515

Posting period: 05/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 330 JANES ARTIFACTS:										
386 L.L. GREENS										
A38052	1	A380522 BALMORAL	Invoice	04/22/2015	06/01/2015	5.99	5.99	100-50-41403		515
B21353	1	B213530 SHOP SUPPLIES	Invoice	05/04/2015	06/01/2015	129.38	129.38	100-40-41405		515
Total 386 L.L. GREENS : 135.37 135.37										
366 LES SCHWAB TIRE CENTER										
117002	1	CREDIT payback from duplicate Feb 15	Invoice	03/17/2015	06/01/2015	48.05	48.05	100-40-41405		515
Total 366 LES SCHWAB TIRE CENTER: 48.05 48.05										
4495 MIDWEST TAPE										
927954	1	library materials/ dvd & music	Invoice	04/30/2015	06/01/2015	14.99	14.99	100-45-41535		515
927954	1	library materials/ dvd & music	Invoice	04/30/2015	06/01/2015	34.99	34.99	100-45-41535		515
928147	1	library materials/ dvd & music	Invoice	05/07/2015	06/01/2015	74.98	74.98	100-45-41535		515
928147	1	library materials/ dvd & music	Invoice	05/07/2015	06/01/2015	139.95	139.95	100-45-41535		515
Total 4495 MIDWEST TAPE: 264.91 264.91										
1462 NEAGOY, DANIEL										
5/15/15	1	REFUND CREDIT BAL.- 375 MOTHER LODE LP	Invoice	05/15/2015	06/01/2015	5.08	5.08	100-00-15110		515
Total 1462 NEAGOY, DANIEL: 5.08 5.08										
283 OFFICE VALUE										
048602	1	OFFICE SUPPLIES CREDIT WW	Invoice	06/18/2014	04/20/2015	10.74-	10.74-	210-70-41211		415
Total 283 OFFICE VALUE : 10.74- 10.74-										
50298 O'REILLY AUTO PARTS										
4635-1	1	GLOVES	Invoice	05/19/2015	06/01/2015	19.99	19.99	200-60-41703		515
Total 50298 O'REILLY AUTO PARTS: 19.99 19.99										
1461 PETTY, MICHAEL										
5/11/15	1	REFUND REMAINING BAL.- 216 BULLION ST. W	Invoice	05/11/2015	06/01/2015	37.81	37.81	100-00-15110		515

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 1461 PETTY, MICHAEL:										
						37.81	37.81			
<b>377 PITNEY BOWES, INC.</b>										
722290	1	POSTAGE METER RENTAL	Invoice	05/13/2015	06/01/2015	115.01	115.01	100-15-41775		515
722290	2	POSTAGE METER RENTAL	Invoice	05/13/2015	06/01/2015	115.01	115.01	200-15-41775		515
722290	3	POSTAGE METER RENTAL	Invoice	05/13/2015	06/01/2015	115.01	115.01	210-15-41775		515
908808	1	supplies for postage machine - e z seal	Invoice	05/10/2015	06/01/2015	13.59	13.59	100-15-41215		515
908808	2	supplies for postage machine - e z seal	Invoice	05/10/2015	06/01/2015	13.60	13.60	200-15-41215		515
908808	3	supplies for postage machine - e z seal	Invoice	05/10/2015	06/01/2015	13.60	13.60	210-15-41215		515
Total 377 PITNEY BOWES, INC. : 385.82 385.82										
<b>438 PLATT</b>										
G7190	1	G719099 CITY HALL EXTERIOR LIGHTING	Invoice	05/01/2015	06/01/2015	31.50	31.50	100-42-41413		515
G7190	2	G719099 CITY HALL EXTERIOR LIGHTING	Invoice	05/01/2015	06/01/2015	31.50	31.50	200-42-41413		515
G7190	3	G719099 CITY HALL EXTERIOR LIGHTING	Invoice	05/01/2015	06/01/2015	31.50	31.50	210-42-41413		515
G7253	1	G725380 CITY HALL EXTERIOR LIGHTING	Invoice	05/01/2015	06/01/2015	21.55	21.55	100-42-41413		515
G7253	2	G725380 CITY HALL EXTERIOR LIGHTING	Invoice	05/01/2015	06/01/2015	21.55	21.55	200-42-41413		515
G7253	3	G725380 CITY HALL EXTERIOR LIGHTING	Invoice	05/01/2015	06/01/2015	21.56	21.56	210-42-41413		515
Total 438 PLATT: 159.16 159.16										
<b>1459 PROP MGMT WEST INC</b>										
750 2N	1	refund credit balance 750 2nd Ave. N.	Invoice	05/27/2015	06/01/2015	4,901.34	4,901.34	100-00-15110		515
Total 1459 PROP MGMT WEST INC: 4,901.34 4,901.34										
<b>1456 SAWTOOTH PLUMBING &amp; HEATING, INC.</b>										
12592	1	wax ring replacement for men's restroom	Invoice	05/14/2015	06/01/2015	98.58	98.58	100-55-41413		515
Total 1456 SAWTOOTH PLUMBING & HEATING, INC.: 98.58 98.58										
<b>1098 SENTINEL FIRE &amp; SECURITY</b>										
R2426	1	R2426 QUARTERLY MONITORING FEE 5/1 - 7/31/1	Invoice	04/30/2015	06/01/2015	13.00	13.00	100-42-41325		515
R2426	2	R2426 QUARTERLY MONITORING FEE 5/1 - 7/31/1	Invoice	04/30/2015	06/01/2015	13.00	13.00	200-42-41325		515
R2426	3	R2426 QUARTERLY MONITORING FEE 5/1 - 7/31/1	Invoice	04/30/2015	06/01/2015	13.00	13.00	210-42-41325		515
Total 1098 SENTINEL FIRE & SECURITY : 39.00 39.00										

Posting period: 05/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
Total 1457 UNITED COMMUNICATION CORP.:										
<b>2817 UNITED OIL</b>										
794858	1	4/15 - 4/30/15 FUEL CHARGES	Invoice	04/30/2015	06/01/2015	80.40	80.40	100-50-41719		515
794861	1	4/15 - 4/30/15 FUEL CHARGES	Invoice	04/30/2015	06/01/2015	369.57	369.57	100-40-41719		515
794862	1	PUMPED VEHICLE FUEL W	Invoice	04/30/2015	06/01/2015	307.63	307.63	200-60-41719		515
796158	1	5/1-5/15/15 Fuel Charges	Invoice	05/15/2015	06/01/2015	181.64	181.64	100-55-41719		515
Total 2817 UNITED OIL: 939.24 939.24										
<b>762 VERIZON WIRELESS</b>										
974521	1	MONTHLY CELL PHONE BILL STREETS	Invoice	05/07/2015	06/01/2015	91.65	91.65	100-50-41713		515
974521	2	MONTHLY CELL PHONE BILL Water	Invoice	05/07/2015	06/01/2015	75.39	75.39	200-60-41713		515
974521	3	MONTHLY CELL PHONE BILL WASTE WATER	Invoice	05/07/2015	06/01/2015	90.02	90.02	210-70-41713		515
Total 762 VERIZON WIRELESS : 257.06 257.06										
<b>367 WALKER SAND AND GRAVEL</b>										
004153	1	00415356 1" MINUS CRUSHED - WALBERTS	Invoice	05/13/2015	06/01/2015	100.30	100.30	100-40-41403	10.42.0005.1	515
Total 367 WALKER SAND AND GRAVEL : 100.30 100.30										
<b>50355 WALTERS READY MIX INC</b>										
1051	1	1051 9 B GRADE BLOCKS	Invoice	04/22/2015	06/01/2015	450.00	450.00	100-40-41403		515
1057	1	1057 9 B GRADE BLOCKS	Invoice	04/23/2015	06/01/2015	450.00	450.00	100-40-41403		515
Total 50355 WALTERS READY MIX INC: 900.00 900.00										
<b>4004 WAXIE SANITARY SUPPLY</b>										
752769	1	75276930 SHOP SUPPLIES	Invoice	05/18/2015	06/01/2015	8.23	8.23	100-40-41405		515
752769	1	75276933 CLEANING SUPPLIES CITY HALL	Invoice	05/18/2015	06/01/2015	86.95	86.95	100-42-41413		515
752769	2	75276933 CLEANING SUPPLIES CITY HALL	Invoice	05/18/2015	06/01/2015	86.95	86.95	200-42-41413		515
752769	3	75276933 CLEANING SUPPLIES CITY HALL	Invoice	05/18/2015	06/01/2015	86.96	86.96	210-42-41413		515
752769	1	75276935 PARKS SUPPLIES	Invoice	05/18/2015	06/01/2015	523.15	523.15	100-50-41403		515
Total 4004 WAXIE SANITARY SUPPLY: 792.24 792.24										
<b>1240 WILLIAMSON LAW OFFICES, PLLC</b>										
5/27/15	1	professional services	Invoice	05/27/2015	06/01/2015	1,510.00	1,510.00	100-15-41313		515

Posting period: 05/15

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number	Job Number	GL Period
5/27/15	2	professional services	Invoice	05/27/2015	06/01/2015	1,510.00	1,510.00	200-15-41313		515
5/27/15	3	professional services	Invoice	05/27/2015	06/01/2015	1,510.00	1,510.00	210-15-41313		515
Total 1240 WILLIAMSON LAW OFFICES, PLLC: 4,530.00 4,530.00										
<b>352 WINDY CITY ARTS</b>										
2015-3	1	2015-399 BANNER PATCH - ADOPT A PARK	Invoice	05/05/2015	06/01/2015	105.00	105.00	100-50-41313		515
Total 352 WINDY CITY ARTS: 105.00 105.00										
Total: 57,417.72 57,417.72										
Grand Totals: 57,417.72 57,417.72										

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-00-15110	5,223.34	.00	5,223.34
100-10-41215	322.75	.00	322.75
100-10-41707	8,336.27	.00	8,336.27
100-15-41215	13.59	.00	13.59
100-15-41313	1,552.00	.00	1,552.00
100-15-41325	45.76	.00	45.76
100-15-41533	124.66	.00	124.66
100-15-41775	115.01	.00	115.01
100-40-41215	52.66	.00	52.66
100-40-41325	35.43	.00	35.43
100-40-41403	1,081.36	.00	1,081.36
100-40-41405	2,184.02	.00	2,184.02
100-40-41717	728.82	.00	728.82
100-40-41719	369.57	.00	369.57
100-40-41775	225.33	.00	225.33
100-42-41313	1,457.75	.00	1,457.75
100-42-41325	13.00	.00	13.00
100-42-41413	2,561.34	.00	2,561.34
100-42-41717	197.97	.00	197.97

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 6/1/2015    **DEPARTMENT:** Legal    **DEPT. HEAD SIGNATURE:** \_\_\_\_\_

**SUBJECT:**

Friedman Memorial Airport Authority ("FMAA") Meeting

**AUTHORITY:**  ID Code \_\_\_\_\_     IAR \_\_\_\_\_     City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

I just reviewed the FMAA agenda and packet for the FMAA meeting scheduled for June 1, 2015. I am attaching the agenda, the meeting brief and Attachment No. 10 (Proposed Master Plan Update, Chapter C). It is my understanding that Chapter C will be an important discussion item.

If you want access to the entire FMAA packet, please go to [www.flyfma.com](http://www.flyfma.com) and click onto FMAA Agendas.

Ned

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:** Caselle # \_\_\_\_\_

Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_

Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

Staff Contact: \_\_\_\_\_ Phone # \_\_\_\_\_

Comments: \_\_\_\_\_

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)

____ City Attorney	____ Clerk / Finance Director	____ Engineer	____ Building
____ Library	____ Planning	____ Fire Dept.	_____
____ Safety Committee	____ P & Z Commission	____ Police	_____
____ Streets	____ Public Works, Parks	____ Mayor	_____

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Review and discuss the agenda and meeting brief. If appropriate, direct FMAA representatives on action to be taken at the next FMAA meeting.

**FOLLOW-UP REMARKS:**

**NOTICE OF A REGULAR MEETING  
OF  
THE FRIEDMAN MEMORIAL AIRPORT AUTHORITY**

*PLEASE TAKE NOTICE that a regular meeting of the Friedman Memorial Airport Authority shall be held Wednesday, June 3, 2015 at 5:30 p.m. at the old Blaine County Courthouse Meeting Room Hailey, Idaho. The proposed Agenda for the meeting is as follows:*

**AGENDA  
June 3, 2015**

- I. **APPROVE AGENDA**
- II. **PUBLIC COMMENT (10 Minutes Allotted)**
- III. **APPROVE FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:**
  - A. May 5, 2015 Regular Meeting – Attachment #1 ACTION
- IV. **REPORTS**
  - A. Chairman Report DISCUSSION
  - B. Blaine County Report DISCUSSION
  - C. City of Hailey Report DISCUSSION
  - D. Airport Manager Report DISCUSSION
- V. **AIRPORT STAFF BRIEF (5 Minutes Allotted)**
  - A. Noise Complaints
  - B. Parking Lot Update
  - C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data – Attachments #2 - #4
  - D. Review Correspondence – Attachment #5
  - E. Airport Commercial Flight Interruptions
- VI. **UNFINISHED BUSINESS**
  - A. Airport Solutions
    - 1. Existing Site
      - a. Plan to Meet 2015 Congressional Safety Area Requirement
        - i. Project 3 Terminal Reconfiguration DISCUSS/DIRECT
        - ii. Project 4 Airport Operations Building DISCUSS/DIRECT
        - iii. Project 6 Relocate Taxiway B/Remove Taxiway A/North Apron DISCUSS/DIRECT
        - iv. Project 7 Demolish ARFF/SRE and Administration Buildings and Construct Central Bypass Taxiway – Attachments #6, #7 DISCUSS/DIRECT/ACTION
        - v. Future Projects DISCUSS/DIRECT
      - b. Retain/Improve/Develop Air Service
        - i. Fly Sun Valley Alliance Update – Attachments #8, #9 DISCUSS/DIRECT
      - c. SUN Instrument Approach Improvements Phase 2 Update DISCUSS/DIRECT
    - B. Master Plan Update – Attachment #10 DISCUSS/DIRECT
- VII. **NEW BUSINESS**
  - A. FY '16 Draft Budget – Attachment #11, #12 DISCUSS/DIRECT
  - B. FY '16 Rates and Charges – Attachment #13 DISCUSS/DIRECT
- VIII. **PUBLIC COMMENT**
- IX. **EXECUTIVE SESSION – I.C. §67- 2345**
- X. **ADJOURNMENT**

FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETINGS ARE OPEN TO ALL INTERESTED PARTIES. SHOULD YOU DESIRE TO ATTEND A BOARD MEETING AND NEED A REASONABLE ACCOMMODATION TO DO SO, PLEASE CONTACT THE AIRPORT MANAGER'S OFFICE AT LEAST ONE WEEK IN ADVANCE BY CALLING 788-4956 OR WRITING TO 1616 AIRPORT CIRCLE, HAILEY, IDAHO 83333.

**III. APPROVE FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES**

**A. May 5, 2015 Regular Meeting – Attachment #1**

BOARD ACTION: 1. Action

**IV. REPORTS**

**A. Chairman Report**

This item is on the agenda to permit a Chairman report if appropriate.

BOARD ACTION: 1. Discussion

**B. Blaine County Report**

This item is on the agenda to permit a County report if appropriate.

BOARD ACTION: 1. Discussion

**C. City of Hailey Report**

This item is on the agenda to permit a City report if appropriate.

BOARD ACTION: 1. Discussion

**D. Airport Manager Report**

This item is on the agenda to permit an Airport Manager report if appropriate.

BOARD ACTION: 1. Discussion

V. AIRPORT STAFF BRIEF (5 Minutes Allotted)

A. Noise Complaints: Note: Airport Closed from April 26, 8:00 am to May 21, 6:00 pm

LOCATION	DATE	TIME	AIRCRAFT TYPE	INCIDENT DESCRIPTION	ACTION TAKEN
Chanterelle	4/14	11:02 pm	Turbine	Late Arrival	This aircraft arrived 2 minutes late after confronting significant headwinds from a storm passing thru Utah. Under normal conditions, this aircraft, locally-based, would have arrived before 11:00 pm. Caller notified.
Chanterelle	4/14	11:15 pm	Jet	Late Arrival	This was an air carrier aircraft. SLC Airport had been closed for a period of time earlier in the day, due to a significant snow storm. All flights were delayed. Caller notified.
Bellevue	4/21	12:00 pm	Jet	Reported as too low/loud.	Reporting party wanted to know what approach the aircraft used and what its altitude was as it crossed over Cottonwood St. in Bellevue. An email response was sent in reply, answering the questions as accurately as possible.
Chanterelle	5/27	11:29 pm	Jet	Late Departure	The aircraft arrived later than scheduled, due to weather enroute. Mechanical difficulties during the refueling process further delayed its departure. Caller notified.

B. Parking Lot Update

The Car Park Gross/Net Revenues

Month	FY 2013 Gross	FY 2013 Net	FY 2014 Gross	FY 2014 Net	FY 2015 Gross	FY 2015 Net
April	\$14,336.00	\$5,243.14	\$16,457.00	\$6,748.00	\$19,469.63	\$9,065.18

**C. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data - Attachments #2 - #4**

Attachment #2 is Friedman Memorial Airport Profit & Loss Budget vs. Actual. Attachment #3 is 2001 - 2015 ATCT Traffic Operations data comparison by month. Attachment #4 is 2015 Enplanement, Deplanement and Seat Occupancy data. The following revenue and expense analysis is provided for Board information and review:

<b>March 2014/2015</b>		
Total Non-Federal Revenue	March, 2015	\$199,574.11
Total Non-Federal Revenue	March, 2014	\$189,799.26
Total Non-Federal Revenue	FY '15 thru March	\$1,219,142.64
Total Non-Federal Revenue	FY '14 thru March	\$1,100,178.99
Total Non-Federal Expenses	March, 2015	\$179,381.53
Total Non-Federal Expenses	March, 2014	\$143,456.40
Total Non-Federal Expenses	FY '15 thru March	\$1,224,086.90
Total Non-Federal Expenses	FY '14 thru March	\$1,140,270.82
Net Income to include Federal Programs	FY '15 thru March	\$-3,055,130.82
Net Income to include Federal Programs	FY '14 thru March	\$-213,566.16

**D. Review Correspondence - Attachment #5**

Attachment #5 is information included for Board review.

**E. Airport Commercial Flight Interruptions: April 1-30**

**Note: Airport Closed from April 26, 8:00 am to May 21, 6:00 pm**

<u>Airline</u>	<u>Flight Cancellations</u>	<u>Flight Diversions</u>
Horizon Air	Horizon Service	Suspended
Delta	3	4
United Express	United Service	Suspended

## VI. UNFINISHED BUSINESS

### A. Airport Solutions

#### 1. Existing Site

##### a. Plan to Meet 2015 Congressional Safety Area Requirement

###### i. Project 3 Terminal Reconfiguration

The terminal was open and ready for business on schedule May 20<sup>th</sup>. Work continues toward finishing the project, including interior and exterior finishes and other related tasks, along with a variety of tasks in the remodel area of the building. Conrad Brothers and all of their subcontractors deserve a great deal of credit for the effort put into opening the facility on time, as do airport staff members and representatives of the terminal tenants.

BOARD ACTION: 1. Discuss/Direct

###### ii. Project 4 Airport Operations Building

This project is moving forward well, also. Work continues on a variety of interior and exterior tasks. A full update will be provided at the meeting.

BOARD ACTION: 1. Discuss/Direct

###### iii. Project 6 Relocate Taxiway B/Remove Taxiway A/North Apron

Due to our recent monsoonal weather, the runway was not open as scheduled on May 20<sup>th</sup>. Over two inches of rain were received at the airport in the week leading up to the deadline. The main issue with reopening was topsoil in the Runway Safety Area. This material had been placed roughly, but was not smoothed and graded completely when the rain started. Topsoil and rain do not make for a product that is easy to work with and, without a smooth Safety Area, it was not safe to open the airport. The contractor, staff and consultant team worked diligently and were able to open the runway one day late. With dryer weather, the contractor is making excellent progress and is back on schedule.

BOARD ACTION: 1. Discuss/Direct

###### iv. Project 7 Demolish ARFF/SRE and Administration Buildings and Construct Central Bypass Taxiway - Attachments #6, #7

The previously approved Project 7 Scope of Work is included as Attachment #6. Minor changes recommended by the FAA have been included.

T-O Engineers' proposed fee is included as Attachment #7 for review and approval by the Board. An independent fee estimate has been received by Staff and the process of pursuing FAA reasonableness of cost determination and concurrence with award is in progress. Staff is requesting Board approval of the proposed fee for Project 7 not to exceed \$257,110.00 and authority for Chair execution of Work Order 15-02 after appropriate Staff, Legal Counsel and FAA review.

BOARD ACTION: 1. Approve proposed fee for Project 7 and authorize the Chair to execute Work Order 15-02 in the

amount not to exceed \$257,110.00 after appropriate reviews.

v. **Future Projects**

Work is progressing on several smaller projects, including the following:

- Terminal Parking Lot Improvements: The terminal parking lot has been sealed and re-stripped to accommodate the new parking lot configuration.
- Landscaping Improvements: This project has been awarded and work is beginning.
- Runway Rehabilitation: Based on the weather forecast, Staff and consultants determined it was not wise to proceed with application of seal coat on the runway. This decision proved to be the right one. Rubber removal was completed, along with seal coat on the large aircraft apron, but seal coat and painting of the runway will be delayed until the fall.
- Terminal Tenant Finish Out/Remodel: Design of this effort is nearing completion, and negotiations to include the work in Project 3 are underway.

BOARD ACTION: 1. Discuss/Direct

b. **Retain/Improve/Develop Air Service**

i. **Fly Sun Valley Alliance Update – Attachments #8, #9**

Attachment #8 is the March 19, 2015 Fly Sun Valley Alliance Meeting Minutes. Attachment #9 is the May 21, 2015 Fly Sun Valley Alliance Meeting Agenda.

This item is on the agenda to permit a Fly Sun Valley Alliance report if appropriate.

BOARD ACTION: 1. Discuss/Direct

c. **SUN Instrument Approach Improvements – Phase 2 Update**

We received feedback from the FAA Flight Procedures Office (FPO) regarding the development of optimized procedures. Due to the FAA's automation tool that calculates Precipitous Terrain, it now appears only a 180 foot ceiling improvement may be feasible on an optimized GPS approach. This is based on a 420 foot/nautical mile climb gradient. This is approximately 300 feet less improvement than DAC's initial analysis and is a surprise to us. Also unexpected is a potential increase to the standard minima of the existing W GPS approach of 820 feet. This is due to new criteria for the missed approach. New criteria does not allow for a missed approach procedure as per the existing approach. Meeting this new criteria results in higher minima.

Precipitous Terrain continues to be a significant factor in finding solutions to an improved RNP procedure as well. According to FAA FPO, options are still be considered for the RNP with no date for resolution determined as of yet.

Lastly, a recent FAA Regional Airspace Planning Team (RAPT) meeting was held and production schedule of the revised procedures was discussed. Based on the amount of work needed to be accomplished, the only feasible production schedule is July of 2016.

Based on this new information, a significant amount of coordination with the FAA needs to take place. More information needs to be gathered to better understand our options.

BOARD ACTION: 1. Discuss/Direct

## B. Master Plan Update – Attachment #10

### PROGRESS REPORT

On May 11<sup>th</sup>, Mead & Hunt submitted a revised version of Chapter C, *Capacity Analysis & Facility Requirements*, for distribution to the FMAA Board. The purpose of the revisions is to clarify, condense, and simplify the narrative text.

On May 13<sup>th</sup>, the FAA Helena Airports District Office (ADO) formally approved the finalized Chapter B, *Forecasts of Aviation Activity*.

On May 14<sup>th</sup>, the FAA recommended that the airfield capacity analysis contained in Chapter C, Section 2, be revised to reflect a lower weighted hourly capacity (C<sub>w</sub>). The May 11<sup>th</sup> version showed a C<sub>w</sub> of 48.0 aircraft operations. The FAA is recommending that a capacity weighting factor be changed to reflect a greater proportion of large aircraft (greater than 12,500 pounds) in the operational fleet at the Airport, which decreases the C<sub>w</sub> to 32.1 operations. This recommended change lowers the Airport's calculated annual service volume (ASV) from 93,092 operations to 62,200 operations. While this is a significant change in the Airport's calculated capacity, it does not change the Chapter C conclusions, which do not recommend any airfield capacity improvements during the 20-year planning period. Mead & Hunt agrees with the FAA's recommended changes, and has included them in the version of Chapter C contained in the June 2<sup>nd</sup> board packet. These changes are highlighted on pages C.6 through C.8 of the chapter.

On-going discussions between Airport staff and the consultant team have also resulted in addition of more detailed facility requirements analysis for General Aviation (GA) Apron, provided in Chapter C, Section 4.3.2. The new analysis indicates that the Airport experienced a net loss of available apron for peak event GA and air taxi aircraft parking estimated at 150,000 square feet. It further concludes that an additional 225,000 square feet of available apron will be needed to meet 20-year forecast demand, over and above the 150,000 square feet recently lost. These changes are highlighted on page C.26 of the chapter.

Mead & Hunt is in the process of developing a new Chapter D, *Existing Airport Site Alternatives*, and will deliver a preliminary version of this Chapter for Board review at the July 7<sup>th</sup> FMAA meeting. The planning team will attend the August 4<sup>th</sup> meeting to present the preliminary alternatives identified in this Chapter. Following Board comment on the preliminary Chapter D, Mead & Hunt will revise the alternatives for presentation at a public meeting at a subsequent date.

Landrum & Brown continues its re-evaluation of previously identified replacement airport sites. Their findings will form the basis for Chapter E, *Replacement Airport Site Analysis*, to be submitted for Board review at a subsequent date.

At this time, Mead & Hunt is only requesting Board review and comment on (Attachment #10) revised Chapter C, *Capacity Analysis & Facility Requirements*. Board acceptance of the information and data provided in the revised Chapter C, *Capacity Analysis & Facility Requirements* will be requested during the July 7<sup>th</sup> Regular Board meeting. Once accepted by the FMAA, Chapter C will be used as one consideration for developing existing airport site improvement alternatives and re-evaluating replacement airport sites.

All working documents developed during the planning process should be considered drafts and can be revised as appropriate, at the direction of the FMAA, up until the Final Master Plan Report is published at the end of the study process.

BOARD ACTION: 1. Discuss/Direct - Action not requested

## VII. NEW BUSINESS

### A. FY '16 Draft Budget – Attachments #11, #12

Attached for your review are the preliminary FY '16 Budget Worksheets. The Friedman Memorial Airport Authority Rates and Charges Policy states "Each year, during the Friedman Memorial Airport Authority budget process, which takes place from June through September, rates, fees, tolls or charges for the use or availability of the facilities of the Airport shall be established. In order to establish the appropriate amounts for said rates, fees, tolls and charges, the Authority shall first determine, as closely as possible, the specific causes of the operating costs. All revenues generated by the Airport and any local taxes on aviation fuel will be expended by the Authority for the capital or operating costs of the Airport." In accordance with the policy, Staff has been working on a preliminary FY '16 Draft Budget. More Staff analysis is yet to take place on the budget. Again, these budget worksheets are preliminary and will require more assessment/fine tuning. A finished document/proposed budget will be presented for Board consideration in the July packet.

Attachment #11 is the Preliminary FY '16 Budget Worksheet (Combined). The combined work sheet is the draft proposed budget for FY '16. It includes all anticipated federal and state funding applicable to pending Airport projects. Staff has completed analysis of required operating and capitalization expenses for FY '16. This analysis has integrated all available research, information and responsible projection regarding next year's "cost-to-do-business", including specific causes of expense.

The FY '16 Budget:

- Provides the Board the ability to operate FMAA and meet all of the coming year's needs.
- Provides the Board the ability to complete all Runway Safety Area Implementation projects
- Facilitates acquisition of a new Runway Broom/Plow Truck
- Facilitates the continued Master Planning process
- Proposes a maximum of 4% in merit pay adjustment, contingent on exceptional performance. Does not propose any CPI pay adjustment.
- Begins the process of restoring FMAA Operational Reserves to Pre-Runway Safety Area Improvement Project capacity in FY '17.

Attachment #12 is the Preliminary FY '16 Budget Worksheet (Operational). As you know, this worksheet is not the proposed budget; it is simply a tool to begin discussion of operational revenue and expense data without the distraction of federal grants.

The Board can anticipate presentation of this budget, with any changes or refinements as

may be deemed necessary, in the July Board Brief. After the July FMAA meeting, copies of the proposed budget and proposed rates and charges will be available at the Airport Manager's Office for public review. The Board can anticipate an agenda item in the July FMAA meeting for the purpose of review and discussion of a proposed FY '16 Budget. As per the Joint Powers Agreement, the Board is required to hold a public hearing on or before the first Tuesday in August and to approve the budget on or before August 15<sup>th</sup>

BOARD ACTION: 1. Provide guidance related to the FY '16 Budget

**B. FY '16 Draft Rates and Charges – Attachment #13**

Attachment #13 is the proposed Rates & Charges schedule.

Rates & Charges, when integrated into the FY '16 Budget will provide the Board the ability to operate FMA and meet all of the coming year's needs. Presently, the only Rates & Charges adjustments being proposed are those associated with recovery expenses resulting from lost keys and/or proximity cards. Adjustments still under contemplation are related to Ground Transportation Service Provider fees.

Staff will seek guidance from the Finance Committee and Board regarding Rates & Charges adjustments. The Board can anticipate an agenda item in the July FMAA meeting for review and discussion of proposed Rates & Charges schedule adjustments.

BOARD ACTION: 1. Provide guidance related to the FY '16 Rates and Charges Adjustments

**VIII. PUBLIC COMMENT**

**IX. EXECUTIVE SESSION - I.C. §67- 2345**

**X. ADJOURNMENT**

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## CHAPTER C Capacity Analysis & Facility Requirements

### CHAPTER C

## Capacity Analysis & Facility Requirements

### 1. Introduction

This chapter considers the ability of facilities at Friedman Memorial Airport (SUN) to accommodate existing and projected activity. In order to identify the facilities required to adequately serve future needs, it is necessary to translate the forecast aviation activity into specific types and quantities. Current and forecasted activity levels have been compared to the Airport's operational capacity, using established Federal Aviation Administration (FAA) criteria and the findings from previous chapters.

As of this writing, the Friedman Memorial Airport Authority (FMAA) is in the process of implementing Alternative 6 of the 2013 *Airport Alternatives Technical Analysis* in order to comply with Congressionally-mandated Runway Safety Area (RSA) criteria by December 31, 2015. Alternative 6 involves a combination of airfield improvements and FAA Modifications of Standards (MOSs). The airfield improvements have impacted landside facilities, resulting in the need to relocate those facilities.

Improvements related to implementation of Alternative 6 are ongoing. Thus, it is important to distinguish between pre- and post-Alternative 6 conditions to prevent confusion about the status of existing facilities at SUN. The following information has been identified for each type of facility:

- 1) Existing conditions prior to the implementation of Alternative 6;
- 2) Existing conditions after implementation of Alternative 6; and
- 3) Projected facility needs beyond implementation of Alternative 6 and throughout the 20-year planning period.

This Master Plan pursues the dual path approach described in the City of Hayley and Blaine County guiding principles by developing a plan that best meets the needs of the current Airport site while also providing planning-level analysis for a relocated Airport. Planning thresholds for improving the existing site or relocating the Airport are identified at the conclusion of this chapter. Alternatives will be developed in a subsequent chapter of this Master Plan that accommodate threshold needs at both the existing site and a replacement site.

Following identification of key terms, local government Airport policies, and recent Airport planning efforts, the capacity analysis and facility requirements are presented in the following sections:

- Airfield Capacity
- Airside Facility Requirements
- Landside Facility Requirements
- Support Facility Requirements
- Facility Requirements Summary: Dual Path Planning Thresholds

## CHAPTER c Capacity Analysis & Facility Requirements

### Key Terms

Definitions for several key terms used in this chapter are provided below. The Glossary accompanying this document also provides definitions for technical terminology, acronyms, and phrases used in this Master Plan.

**Airfield Capacity** – The maximum number of aircraft operations that can occur within a specific interval of time under specific operating conditions assuming a continuous demand for service.

**Airports Cooperative Research Program (ACRP)** – An industry-driven, applied research program managed by the Transportation Research Board (TRB) that develops near-term, practical solutions to problems faced by airport operators.

**Airport Reference Code (ARC)** – An airport designation that signifies the airport's highest Runway Design Code (RDC), minus the third (visibility) component of the RDC. The ARC is used for planning and design only and does not limit the aircraft that may be able to operate safely on the airport.

**Airside Facilities** – Facilities that are accessible to aircraft, such as runways and taxiways.

**"Alternative 6"** – A collection of improvements to airport facilities completed in 2014 and 2015, and described in the *Airport Alternatives Technical Analysis*, dated January 2013.

**Annual Service Volume (ASV)** – Used by the FAA as an indicator of relative operating capacity, ASV is an estimate of an airport's annual capacity that accounts for differences in runway use, aircraft mix, weather conditions, etc. that would be encountered over a year's time. ASV assumes an acceptable level of aircraft delay as described in FAA Advisory Circular (AC) 150/5060-5, *Airport Capacity and Delay*.

**Design Aircraft** – An aircraft with characteristics that determine the application of airport design standards for a specific runway, taxiway, taxilane, apron, or other facility. This aircraft can be a specific aircraft model or a composite of several aircraft using, expected, or intended to use the airport or part of the airport. (Also called "critical aircraft" or "critical design aircraft".)

**Displaced Threshold** – A landing threshold that is located at a point on the runway beyond the beginning of the runway.

**Instrument Flight Rules (IFR) Operations** – Aircraft operations conducted by pilots with reference to instruments in the flight deck, with navigation accomplished by reference to electronic signals.

**Landside Facilities** – Facilities that support airside facilities, but are not part of the aircraft movement area, such as terminal buildings, hangars, aprons, access roads, and parking facilities.

**Large Aircraft** – An aircraft with a maximum certificated takeoff weight (MTOW) greater than 12,500 pounds.

**Modification of Standards (MOS)** – Any approved nonconformance to FAA standards, other than dimensional standards for Runway Safety Areas (RSAs), applicable to an airport design, construction, or equipment procurement project that is necessary to accommodate an unusual local condition for a specific project on a case-by-case basis while maintaining an acceptable level of safety.

**Runway Design Code (RDC)** – A code signifying the design standards to which a runway is to be built.

**Runway Object Free Area (OFA)** – An area centered on the ground on a runway, taxiway, or taxilane centerline provided to enhance the safety of aircraft operations by remaining clear of objects, except for objects that need to be located in the OFA for air navigation or aircraft ground maneuvering purposes.

**Runway Safety Area (RSA)** – A defined surface surrounding a runway prepared or suitable for reducing the risk of damage to aircraft in the event of an undershoot, overshoot, or excursion from the runway.

**Visual Flight Rules (VFR) Operations** – Operations conducted by pilots with only visual reference to the ground, obstructions, and other aircraft.

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## CHAPTER C Capacity Analysis & Facility Requirements

### 1.1. FMAA Joint Powers Agreement and City/County Guiding Principles

Three local documents that are important to consider when planning for future development at SUN include:

1. The *Amended and Restated Joint Powers Agreement, Friedman Memorial Airport*, between Blaine County and the City of Hailey;
2. The *Blaine County Airport Strategic Plan Guiding Principles*; and
3. The *City of Hailey's Guiding Principles for the Operation and Relocation and Discontinuation of the Friedman Memorial Airport*. The key points of these documents are described below.

The *Amended and Restated Joint Powers Agreement* states that "there shall be no expansion of the land base of the Existing Airport beyond what has been established by the Master Plan," (Article VI, Section 6.1 A.). "Master Plan" is defined as the 1991 Master Plan Update, or its successor. This restriction places significant constraints on development at the existing site.

Blaine County Commissioners approved the *Blaine County Airport Strategic Plan* in February 2012. The Plan lists "six guiding principles determined by the Board of County Commissioners to be essential to the success of the airport project." These County guiding principles support the needs of the current Airport while also supporting Airport replacement in the long term. These are:

1. Robust commercial and general aviation transportation service are vital to the economy of Blaine County.
2. Meeting federal design and safety standards in air and ground operations is paramount in planning for air service and related infrastructure.
3. Air service and infrastructure improvements are affordable and achievable.
4. Minimizing environmental impacts is a high priority in planning for and implementing air service and infrastructure improvements.
5. Air Service is an important and interconnected mode of transportation for Blaine County and the region.
6. A replacement airport south of Bellevue along State Highway 75 is the long term solution and objective.

In March 2012, the Hailey City Council approved Resolution No. 2012 adopting guiding principles for the operation, relocation, and discontinuation of the Friedman Memorial Airport at its existing site. These are:

1. The City believes that an airport with commercial service is important to the Wood River Valley. But, the City believes loss of commercial service, which results in a general aviation airport only, is highly undesirable.
2. The City of Hailey remains committed to the 1994 Master Plan in the long term, which calls for relocation of an airport away from cities.
3. The City knows that relocation of the Friedman Memorial Airport may be a very long term process; however, in the meantime, to keep the relocation process moving, the City will request the FMAA and the FAA to restart the EIS process.
4. The City knows that the Friedman Memorial Airport may serve as the airport for the Wood River Valley for the short, medium and even long term while airport relocation is pursued.
5. The City will support the FMAA and FAA in developing an Airport Layout Plan...that addresses potential reliability improvements, as well as FAA design standard deficiencies. Until the ALP is developed and presented for consideration by the City, the City supports the present configuration and operation of the Friedman Memorial Airport.
6. In reviewing reliability improvement issues and issues related to FAA design standard compliance, the City will balance any increased reliability with the potential for increased impacts to our citizens and the costs associated with improvements to reliability.
7. The City supports the Friedman Memorial Airport; however that support cannot continue if airport operations and/or physical layout jeopardize the health, safety or quality of life for Hailey citizens (e.g.

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## CHAPTER C Capacity Analysis & Facility Requirements

approaches and takeoffs over north Hailey). Safety and quality of life should never be compromised in favor of any other guiding principle.

8. The joint governing authorities should develop concrete steps for a dual path approach: short term safety improvements and long term relocation.

### 1.2. Alternative 6 Runway Safety Area Improvements

Following FAA suspension of the Replacement Airport EIS process in 2011, the FMAA led an 18-month public process to determine appropriate short-term improvements at the Airport, as suggested by the FAA. The 2013 *Airport Alternatives Technical Analysis* presented a set of alternatives for improving the Airport to meet standards and to identify required MOSs where standards could not be met. After reviewing the alternatives, the community and FAA selected Alternative 6, *Less Than Full Compliance, No Land Acquisition*, as the path forward for achieving compliance with FAA RSA dimensional standards at the existing site. This section provides an overview of the Alternative 6 improvements, to establish a baseline for future needs.

The Alternative 6 improvements in combination with the MOSs will bring the RSA dimensions into compliance with FAA C-III standards. The process of constructing a compliant RSA and relocating Taxiway B is planned for completion in September 2015. The related relocation and removal of other facilities planned as part of Alternative 6 will be completed as funding and timing allow. The Alternative 6 improvements and current MOSs are described below.

**Airside Improvements.** Several changes to the airfield are planned and are in various stages of completion at the time of this writing. The Alternative 6 airfield improvements include:

- Removal of Taxiway A;
- Relocation of Taxiway B at 320 feet from the runway centerline;
- Extension of Taxiway B as a full-length parallel taxiway; and
- Relocation of the Automated Weather Observing System (AWOS) to a location adjacent to the FBO apron west of its existing location.

**Landside Improvements.** Several changes to landside facilities will also result from the RSA improvements, as a number of landside facilities must be removed or relocated to accommodate the airfield development. The Alternative 6 landside improvements include:

- Relocation/removal of aircraft parking as well as a number of hangars in several locations, resulting in a net loss of aircraft parking and hangars;
- Construction of a new taxiway to access T-hangars south of the terminal area;
- Relocation of the commercial aircraft parking apron and bypass taxiway;
- Relocation of the Airport Traffic Control Tower (ATCT) (not included in the initial projects and to be completed by 2023);
- Relocation and consolidation of the airport office, maintenance, and firefighting buildings; and
- Reconstruction of the bus route access road and closure of the winter bus route.

**Modifications of Standards.** FAA protection and separation standards will be met through six FAA Modifications of Standards (MOSs) recently approved by FAA. The MOSs stipulated specific airfield improvements while imposing restrictions on aircraft types and operating procedures. The stipulations essentially limit use of the Airport to aircraft less than 95,000 pounds gross weight, and with wingspans less than 100 feet (unless an FAA-approved operational procedure is put into place to mitigate impacts related to wingspans greater than 100 feet). The MOSs are listed in Table C1.

## CHAPTER C Capacity Analysis & Facility Requirements

Table C1. MODIFICATIONS OF STANDARDS

	Title	Description	FAA Approval Date
MOS 1	Runway Centerline to Parallel Taxiway Centerline	Allows a Runway Centerline to Parallel Taxiway Centerline of 320 feet, while the standard is 400 feet, for a proposed full length parallel taxiway, due to man-made constraints including hangars, the Terminal Building, and airplane parking.	November 2013
MOS 2	Parallel Taxiway Object Free Area (TOFA) Width	Allows a TOFA width of 160 feet, while the standard is 186 feet, due to man-made constraints including hangars, the Terminal Building, and airplane parking.	November 2013
MOS 3	Runway Object Free Area (ROFA) Width	Allows the following structures to remain in the ROFA: State Highway 75, Perimeter Fence, and Off Airport Buildings.	November 2013
MOS 4	Runway Safety Area (RSA) Grading	Allows the existing RSA transverse grades of 0% to 1%, while the standard is 1.5% to 3%.	November 2013
MOS 5	Runway Centerline to Aircraft Parking Area	Allows a Runway Centerline to Aircraft Parking Area separation of 400 feet, while the standard is 500 feet.	November 2013
MOS 8	Taxiway Width	Allows a parallel taxiway width of 50 feet plus 10 foot paved shoulders, while the standard for width is 75 feet with taxiway edge safety margin of 15 feet. Intersections and fillets will be designed to accommodate Taxiway Design Group (TDG) 5 aircraft so that the required taxiway edge safety margin is provided for all aircraft operating at SUN.	November 2013

SOURCE: Federal Aviation Administration (FAA).

NOTE: Draft MOS 6 and MOS 7 were initially developed to address operational restrictions that were later deemed unnecessary by the FAA; thus the number gap from MOS 5 to MOS 8.

### 2. Airfield Capacity

Airfield capacity refers to the maximum number of aircraft operations that a specific airfield configuration can accommodate during a specified time interval of continuous demand. This theoretical level of capacity is influenced by weather conditions, number and configuration of exit taxiways, types of aircraft that use a facility, when and how that use occurs, and air traffic control/airspace handling procedures. An airfield capacity analysis was conducted for SUN using methods described in FAA AC 150/5060-5, *Airport Capacity and Delay*, to identify possible deficiencies in the present and future airport physical plan. The purpose of the analysis is to develop a clearer picture of the capacity of the existing airfield layout, taking into account the unique circumstances at SUN in which operations are conducted almost exclusively in a head-to-head pattern. In this pattern, takeoffs and landings take place in opposite directions, while a standard arrangement would direct both arrivals and departures in the same direction.

The Airfield Capacity analysis is presented in the following sections:

- Factors Affecting Runway Capacity at SUN
- Annual Service Volume
- Comparison with ACRP Report 79 Methodology
- Airfield Capacity Recommendations

## CHAPTER C Capacity Analysis & Facility Requirements

### 2.1. Factors Affecting Runway Capacity at SUN

The prevailing head-to-head pattern at SUN, in which aircraft arrive to the north and depart to the south, negatively affects the operational efficiency of Runway 13/31, because additional delay and air traffic control coordination is needed to safely stagger operations. The tower facilitates head-to-head operations because it is the safest pattern based on the surrounding mountainous terrain, which prohibits instrument flight rules (IFR) departures to and arrivals from the north. The head-to-head pattern also supports voluntary noise abatement over the City of Hailey, although the Voluntary Noise Abatement Procedures are not the primary reason for the pattern. Although the head-to-head pattern limits runway capacity, the safety benefits of the pattern generally take precedence over any congestion concerns. The head-to-head pattern represents the general policy of the Airport.

The canyons north of the Airport sometimes contribute to challenging crosswinds at low altitudes. The runway also slopes uphill to the north, favoring takeoffs to the south and landings to the north. Furthermore, there is a longer declared landing distance available on Runway 31, and longer declared takeoff distance available on Runway 13. Thus, operations to and from the north can only take place under certain conditions.

Arrivals generally take place from the south because that is the preferred direction from a safety perspective. However unusually strong southerly tailwinds sometimes make takeoffs to and landings from the north desirable. IFR departures are only possible to the south; departures to the north must follow visual flight rules (VFR). Smaller aircraft may operate to and from the north under VFR conditions. Approval for departures to the north must be requested from the tower, as the tower cannot solicit VFR climbs to the north. The first operator to request reversed procedures when the tailwind is high will often cause other operators to follow suit. A large increase in IFR operations in the future would be the biggest threat to the site's efficiency as IFR operations are currently restricted to the head-to-head pattern.

The FAA's airport capacity estimation methodologies do not provide guidance regarding single runway "head-to-head" operating environments such as SUN. The FAA methodologies assume that arrival and departure operations are conducted in the same direction on a given runway, as the FAA generally discourages opposite direction operations. In order to ensure that the head-to-head pattern is properly accounted for in the analysis, the hourly capacity of the airfield and its operating conditions were determined through conversations with Airport and control tower personnel.

### 2.2. Annual Service Volume

The formula for calculating ASV contains three variables: weighted hourly capacity in terms of aircraft operations ( $C_w$ ); the ratio of annual demand to average daily demand in the peak month (D); and the ratio of average daily demand to average peak hour demand during the peak month (H). Detailed calculations used to derive these values for SUN are included in Appendix B to this Master Plan. Using these values, the theoretical Annual Service Volume (ASV) for 2014 is calculated as follows:

$$ASV = C_w * D * H$$

$$ASV = 32.1 * 193.7 * 10.0$$

$$ASV = 62,200 \text{ operations}$$

The percentage of ASV reached may be calculated by dividing the ASV by the total annual demand. The theoretical percentage of ASV reached in 2014 is calculated as follows:

$$ASV = 62,200 \text{ operations}$$

$$\text{Annual demand} = 28,480$$

$$\% \text{ of ASV reached} = 28,480 / 62,200$$

$$\% \text{ of ASV reached} = 45.8\%$$

## CHAPTER C Capacity Analysis & Facility Requirements

The AC does not provide any direct guidance on how the ASV may change over time. Therefore, a typical airfield capacity analysis fixes the ASV at a given number (in this case 62,200 operations) throughout the planning period. Aircraft operations forecasts are then compared to the static ASV to determine if and when the airport will need additional airfield capacity in the future. Forecasted annual operations are compared to this capacity estimate in Table C2.

Table C2 PROJECTED ANNUAL SERVICE VOLUME (ASV) AND DEMAND/CAPACITY

Year	Projected Annual Operations	Percentage of ASV Reached
2019	30,636	49.3%
2024	32,918	52.9%
2029	35,189	56.8%
2034	37,612	60.5%

SOURCE: Mead & Hunt analysis.

Current FAA guidelines in the National Plan of Integrated Airport Systems (NPIAS) call for planning capacity improvements when annual operations reach 60% to 75% of the ASV. This percentage was chosen to give airports adequate time to plan for improvements, complete environmental review, and purchase land if necessary prior to construction, which should occur before 80% of ASV is reached.

Airfield capacity improvements at SUN would likely involve construction of a second runway. However, a second runway is not possible at the existing site given land use and airspace constraints. Therefore, this analysis identifies operational thresholds at which detailed planning for the replacement airport should be considered based on the inability of the existing single-runway site to meet demand. As shown in Table C2, aircraft operations are forecasted to approach the 60% of ASV threshold in 2034. However, this threshold has been identified by FAA as the point at which initial airfield capacity planning should begin and does not indicate that the airfield is exceeding capacity. Therefore, the single runway at SUN is expected to accommodate forecasted operations and airfield capacity planning will not be needed during the 20-year planning period, based on FAA criteria.

### 2.3. Comparison with ACRP Report 79 Methodology

AC 150/5060-5 was published in 1983 and in the process of being updated. In 2012, the Airport Cooperative Research Program (ACRP) published new capacity analysis guidelines in ACRP Report 79, *Evaluating Airfield Capacity*. ACRP Report 79 is expected to form the basis for the updated AC. Until publication of the new AC, AC 150/5060-5 is the only approved guidance for analyzing airfield capacity for SUN.

As part of ACRP Report 79, a Prototype Airfield Capacity Spreadsheet Model was developed. The ACRP guidelines are expected to form the basis for an update of AC 150/5060-5. The Prototype Model builds upon the base calculations and theory in AC 150/5060-5. It offers a more user-friendly and potentially more detailed and accurate analysis than AC 150/5060-5. The Prototype Model is meant to be used for a basic level of analysis for simple to moderately complex airfield configurations, and it calculates hourly capacity levels and ASV for three airfield configurations: single runway, dual parallel runways, and dual intersecting runways. Through a variety of inputs and adjustments, the model can be customized to fit the conditions at the airport in question.

Similarly to the AC 150/5060-5 methodology, the Prototype Model does not offer an explicit way to account for the type of head-to-head operational procedures in place at SUN. Thus, it does not present a significantly better analysis method for SUN than the AC in terms of accounting for the head-to-head operational conditions, which is the most significant factor for SUN's potential airfield capacity. For that reason, a comparative capacity analysis using the ACRP Report 79 methodology was not conducted.

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## CHAPTER C Capacity Analysis & Facility Requirements

### 2.4. Airfield Capacity Recommendations

Based on the operations forecasts presented in Chapter B, the Airport is expected to reach 60% of ASV at the end of the 20 year planning period. Therefore, this Master Plan concludes that there is no need for the Airport to plan on airfield capacity improvements before 2034.

### 3. Airside Facility Requirements

This section consists of an analysis of requirements related to *airside* facilities. Requirements related to *lonside* facilities are addressed in a subsequent section. The airside facilities examined in the sections below include:

- Dimensional Criteria
  - Runway Length
  - Airfield Design Standards
  - Taxiway Design Standards
- Runway Pavement Strength/Condition
- Instrument Approaches, Navigational Aids, and Airfield Lighting
- FAR Part 77 and Threshold Siting Surfaces

#### 3.1. Dimensional Criteria

The types of aircraft expected to operate at Friedman Memorial Airport in the future (the “design aircraft”) determine FAA-specified design standards for the Airport. The design aircraft at SUN is based not on a single specific aircraft, but on a composite of aircraft that together comprise the current and planned fleet for the runway. The current design aircraft is a composite of the Bombardier Q400 and several models of large general aviation aircraft including the Gulfstream G-V and Bombardier Global Express, as identified in the 2013 *Airport Alternatives Technical Analysis*.

According to FAA AC 150/5300-13, *Airport Design*, the first step in defining an airport’s design geometry is to determine its Airport Reference Code (ARC). The ARC is used for planning and design purposes only and does not limit the aircraft that may be able to operate safely on the airport. The ARC signifies the airport’s highest Runway Design Code (RDC), minus the third (visibility) component of the RDC. The RDC is comprised of three components: 1) the Aircraft Approach Category (AAC) depicted by a letter and indicative of approach speed; 2) the Airplane Design Group (ADG) depicted by a Roman numeral and indicative of either the aircraft wingspan or tail height, whichever is most restrictive; and 3) the existing or planned visibility minimums for instrument approach procedures to the runway, expressed by Runway Visual Range (RVR) values in feet.

Representative aircraft within the most demanding AAC and ADG categories operating on Runway 13/31 are summarized in Table C3.

## CHAPTER C Capacity Analysis & Facility Requirements

Table C3 REPRESENTATIVE RUNWAY 13/31 DESIGN AIRCRAFT BY AAC & ADG

Aircraft Type	Gross Weight (lbs)	Approach Speed (knots)	Aircraft Approach Category (AAC)	Wingspan (feet)	Tail Height (feet)	Aircraft Design Group (ADG)
<i>Commercial</i>						
Bombardier Q400	64,500	129	C	93.3	27.4	III
Bombardier CRJ700	72,750	137	C	76.3	24.8	II
Bombardier CRJ900	80,500	141	D	81.5	24.6	III
Embraer E170	79,340	124	C	85.3	32.3	III
Embraer E175	82,700	124	C	85.3	31.9	III
Embraer E175-E2	97,730	Unknown	Unknown	101.7	32.7	III
Mitsubishi MRJ90	87,303	Unknown	Unknown	95.9	34.4	III
<i>General Aviation / Air Taxi</i>						
Cessna Citation X	36,100	129	C	63.9	19.3	II
Gulfstream IV	73,200	145	D	77.8	24.5	II
Gulfstream V	85,500	140	C	93.5	25.8	III
Bombardier Global Express	92,750	122	C	94.0	25.5	III

SOURCE: AC 150/S300-13A, *Airport Design*; Aircraft Manufacturer Specifications; Mead & Hunt analysis.

NOTE: Performance characteristics for the Embraer E175-E2 and Mitsubishi MRJ90 are unknown at this time because these aircraft have not entered the commercial fleet as of 2015. These aircraft are listed in the table for comparison purposes only.

The RDC RVR value for Runway 13/31 is 5000, as this value applies to all runways with visibility minimums of one statute mile or greater. Due to airspace constraints surrounding the Airport and given existing instrument approach technologies, Runway 13/31 minimums are unlikely to be reduced below one statute mile in the foreseeable future. Based on the preceding information and analysis, the existing and planned ultimate RDC for Runway 13/31 is C-III-5000.

Aircraft that fall under AAC D do currently operate at SUN in the form of heavy business jets, including the Gulfstream IV as shown in Table C4 above. However, AAC D aircraft are not the design aircraft for determination of the RDC because they only operate at SUN occasionally and are not the Airport's target user group.

### 3.1.1. Runway Length

Alternative 6 will not involve significant changes to Runway 13/31. Runway 13/31 is the only runway at SUN, and it accommodates small aircraft traffic as well as large aircraft traffic that requires more runway length to operate. An airport's recommended runway length is determined by the performance characteristics of the most demanding aircraft in its operational fleet. Runway 13/31 is currently 7,550 feet long.

As airlines consider establishing additional scheduled air service at the Airport, a wide variety of aircraft could ultimately end up serving the community. Some of these aircraft would benefit from a longer runway than what is currently provided in order to conduct operations at the Airport. Seat capacities, airlines, and potential destinations for future commercial service aircraft are summarized in Table C4.

## CHAPTER c Capacity Analysis & Facility Requirements

Table C4 EXISTING AND POTENTIAL FUTURE COMMERCIAL AIRCRAFT AND DESTINATIONS

Aircraft	Model/Engine Type	Seats (range)	Airline	Existing/Potential Destinations
Bombardier Q400	402/PWC 150 A	76	Alaska	SEA, LAX, PDX
Bombardier CRJ700	CL-600-2C10/GE CF34-8C1	65-70	Alaska, United, American	SLC, SEA, LAX, SFO, DEN, ORD, PDX, DFW, IAH
Bombardier CRJ900	CL-600-2D24, CL-600-2D15/GE CF34-8C5	76-88	Delta, American	SLC, SEA, LAX, DFW
Embraer E170	LR, SU or SE/CF 34-8E5	70-78	Delta, United, American	SLC, SEA, LAX, SFO, DEN, ORD, DFW, IAH
Embraer E175	LR/CF 34-8E5	70-88	United, American	LAX, SFO, DEN, ORD, DFW, IAH
Embraer E175-E2	PW1700G	80-88	SkyWest	Unknown
Mitsubishi MRJ90	PW1217G	70-92	SkyWest	Unknown

SOURCE: Aircraft manufacturer web pages, Friedman Memorial Airport flight schedule, Mead & Hunt.

NOTES: Existing/potential destinations for the Embraer E175-E2 and Mitsubishi MRJ90 are unknown at this time because these aircraft have not entered the commercial fleet as of 2015. These aircraft are listed in the table for comparison purposes only. Although some aircraft have more than one model or engine type, the model having the largest maximum take-off weight and the engine requiring the longest runway length was used for analysis. If multiple models or engine types were available to choose from, the model/engine type used in the analysis is noted. Where more than one model and/or engine type is listed, it indicates that there was no significant difference between them for purposes of runway length analysis.

Currently, Alaska Airlines operates scheduled service at SUN with the turboprop Bombardier Q400, while Delta Airlines and United Airlines operate with the regional jet CRJ700. Delta Airlines transitioned from the EMB120 Brasilia to the CRJ700, a larger regional jet aircraft, in January 2014. All of these operators currently operate with weight restrictions on Runway 13/31 in various weather conditions, which require that the airlines operate with less than a full useful load.

Current destinations include Seattle, San Francisco, Denver, Salt Lake City, and Los Angeles. The farthest haul length of these destinations is Los Angeles at approximately 605 nautical miles. Although these destinations do not necessitate a significant fuel load, longer haul lengths for potential future destinations such as Chicago, Houston, and Dallas/Fort Worth may necessitate the use of aircraft with more than 70 seats in order to accommodate those destinations at SUN.

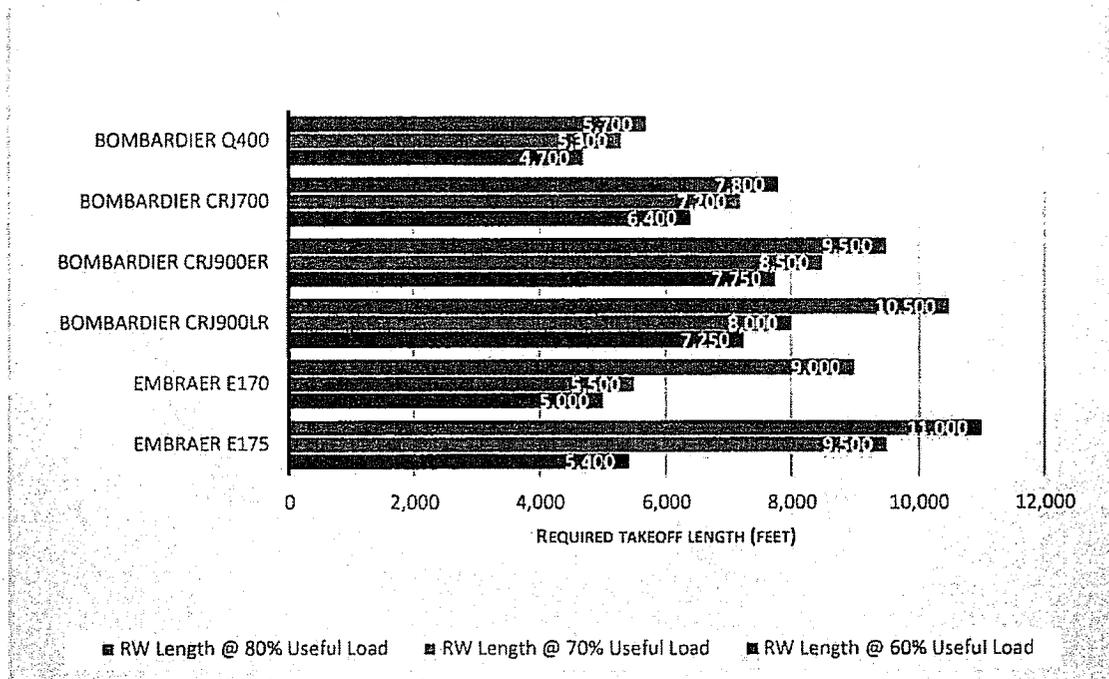
According to FAA AC 150/5325-4B, *Runway Length Requirements for Airport Design*, the design objective for the primary runway is to provide a runway length for all airplanes that will regularly use it without causing operational weight restrictions. Runway length requirements are determined by applying the Airport's mean high temperature (85.3 degrees Fahrenheit) for the hottest month (July); elevation (5,320 feet); and the design aircraft's typical operating weight. Airport Planning Manuals (APMs) from aircraft manufacturers are utilized, when available, to determine required runway lengths under specific operating scenarios. This runway length analysis is based on takeoff distance, not landing distance, because the takeoff distances required by the existing and expected future commercial aircraft at SUN are generally longer than landing distances.

The site constraints and airport elevation at SUN typically dictate that large commercial aircraft cannot take off at maximum takeoff weight (MTOW). Based on operating conditions at SUN, operating weights of 60%, 70%, and 80% of maximum useful load were used to analyze existing and potential future commercial aircraft to represent various possibilities for actual operating takeoff weight. AC 150/5325-4B states that an aircraft's useful load is "the difference between the maximum allowable structural gross weight and the operating empty weight...In other words, useful load consists of passengers, cargo, and usable fuel."

## CHAPTER C Capacity Analysis & Facility Requirements

Chart C1 presents a range of lengths to demonstrate the impact of aircraft size and type, haul length, and useful load on runway length requirements at SUN. Extension of Runway 13/31 beyond its existing length would be required to accommodate these aircraft in some hypothetical operational scenarios. The runway lengths presented in Chart C1 were interpolated from the APMs and are therefore estimates meant for planning purposes only. Actual airline runway length needs may vary from these runway lengths at the specific useful loads identified.

Chart C1 REQUIRED COMMERCIAL AIRCRAFT RUNWAY LENGTHS BY USEFUL LOAD PERCENTAGE



SOURCE: Airport Planning Manuals, Mead & Hunt.

NOTE: Requirements shown are approximate and may not reflect actual airline needs. Assumptions include: dry runway conditions, zero effective runway gradient, zero effective wind, and airport elevation of 5,320 feet above mean sea level (AMSL).

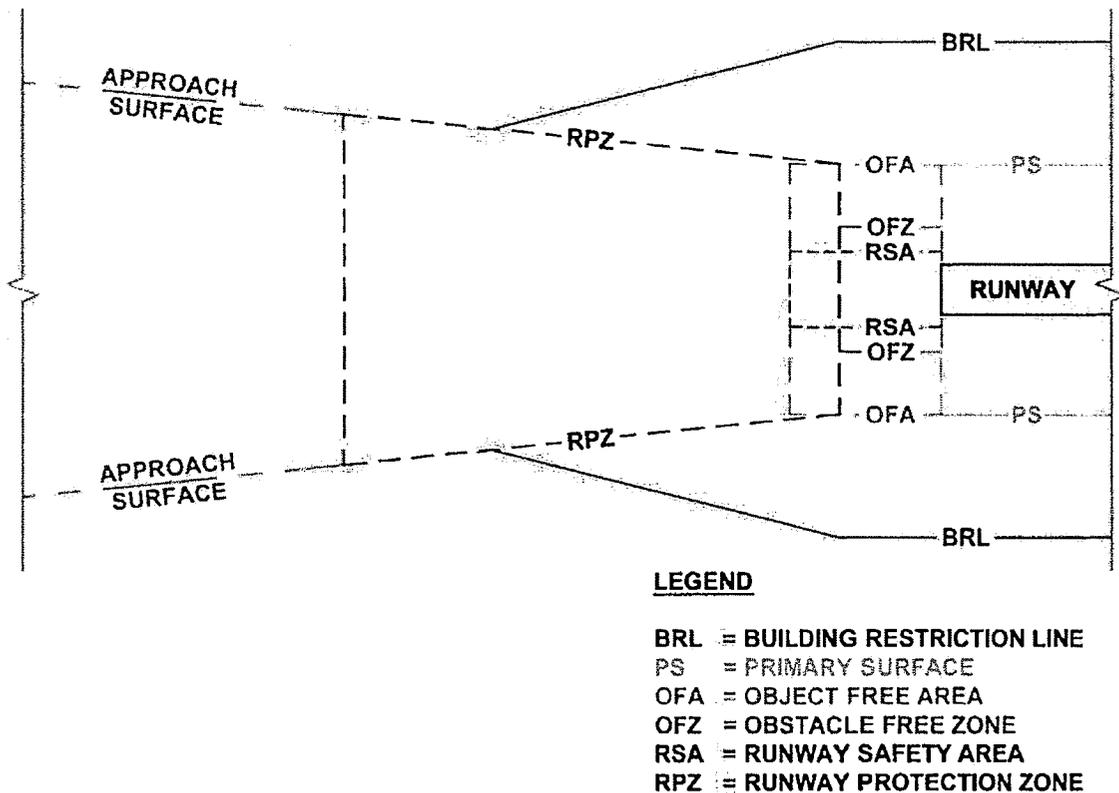
Based on the existing runway length and the figures presented in Chart C1, any significant change in commercial service resulting in the use of aircraft with greater than 70 seats may result in the need for additional runway length. One example of such a change would be a transition away from use of CRJ700s by airlines operating at SUN, which is already beginning to take place at other airports. The CRJ900 would ordinarily be considered a likely replacement, but it typically performs poorly at airports in mountainous environments; furthermore, the CRJ900 is expected to require approval from the FAA to operate at SUN based on its performance characteristics. Other potential replacement aircraft such as the E170 or E175 are expected to incur weight penalties at SUN that may be unacceptable to airlines serving the Airport.

## CHAPTER C Capacity Analysis & Facility Requirements

### 3.1.2. Airfield Design Standards

This section presents FAA design standards for various airfield dimensions as they relate to Friedman Memorial Airport. The purpose of this analysis is to identify design standards that might drive the need for future airfield improvements, in the event that the recent FAA MOSs were to be invalidated at some point in the future. A generalized visual depiction of various safety areas is shown in Figure C1. The dimensional criteria illustrated in Table C5 are those required for Runway 13/31, and include the existing dimension for the corresponding facility. As indicated in the table, under the Post-Alternative 6 condition, Runway 13/31 either meets or exceeds the identified requirements, or has an MOS in place for that specific design standard.

Figure C1 AIRFIELD SAFETY AREAS



SOURCE: AC 150/5300-13A, *Airport Design*; Mead & Hunt.

## CHAPTER C Capacity Analysis & Facility Requirements

Table C5 RDC C-III-5000 RUNWAY DIMENSIONAL STANDARDS (IN FEET)

Design Standard	Meets Standards as of 2015?	Pre-Alternative 6 Dimension	Post-Alternative 6 Dimension	Runway Design Code C-III-5000 Standard
Runway Width	Yes	100	100	100 <sup>1</sup>
Blast Pad Width	N/A <sup>2</sup>	N/A	N/A	140 <sup>1</sup>
Blast Pad Length	N/A <sup>2</sup>	N/A	N/A	200
Runway Centerline to Parallel Taxiway Centerline	No – MOS 1	185/250 <sup>3</sup>	320	400
Runway Centerline to A/C Parking	No – MOS 5	260	400	500
Runway Centerline to Holdline	Yes	150/200 <sup>3</sup>	252	252
Runway Safety Area (RSA)				
Length Beyond Departure End	Yes	1,000	1,000	1,000
Length Prior to Landing Threshold	Yes	600	600	600
Width	Yes	350	500	500
Runway Object Free Area (ROFA)				
Length Beyond RW End	Yes	1,000	1,000	1,000
Length Prior to Landing Threshold	Yes	600	600	600
Width	No – MOS 3	539	675	800
Runway Obstacle Free Zone (ROFZ)				
Length Beyond Runway End	Yes	200	200	200
Width	Yes	275	400	400
Precision Obstacle Free Zone (POFZ)				
Length	N/A <sup>4</sup>	N/A	N/A	N/A
Width	N/A <sup>4</sup>	N/A	N/A	N/A

SOURCES: AC 150/5300-13A, *Airport Design*; January 2013 Airport Alternatives Technical Analysis; SUN Airport Layout Plan.

1. Although the runway width standard for C-III is 150 feet, for airplanes with MTOW of 150,000 lbs or less and visibility minimums of not less than ¼ mile, the standard runway width is 100 feet, shoulder width is 20 feet, and blast pad width is 140 feet.
2. Runway 13/31 does not currently have blast pads on either end of the runway. Although not required, blast pads at runway ends should extend across the full width of the runway plus the shoulders to prevent erosion.
3. The first distance is the minimum separation that applied to the east side of the runway before Alternative 6, and the second distance is the minimum separation that applied to the west side of the runway before Alternative 6.
4. POFZ standards apply to runway ends with vertically-guided approaches and approach minima below 250 feet cloud ceiling or ¼ statute mile. Neither end of Runway 13/31 meets both of these criteria; therefore, the POFZ does not apply to Runway 13/31.

Existing and ultimate airfield dimensions shown in Table C5 are described below.

**Runway Width.** The runway is 100 feet wide. Although the runway width standard for C-III-5000 is 150 feet, AC 150/5300-13A states that for airplanes with maximum certificated takeoff weight of 150,000 pounds or less and approach visibility minimums of not less than ¼ mile, the standard runway width is 100 feet. Because the Modifications of Standards (MOS) at SUN limit use of the Airport to aircraft less than 95,000 pounds gross weight, the required runway width is 100 feet and Runway 13/31 currently meets the width standard.

**Runway Centerline to Parallel Taxiway Centerline Separation.** Prior to implementation of Alternative 6, the Runway 13/31 centerline to parallel taxiway centerline separation did not meet the C-III-5000 standard on either side of the runway. Implementation of Alternative 6 will result in further separation of parallel Taxiway B from the runway and removal of parallel Taxiway A. However, MOS 1 will allow the new Taxiway B separation to remain below the standard of 400 feet.

## CHAPTER C Capacity Analysis & Facility Requirements

**Runway Centerline to Aircraft Parking Separation.** Prior to implementation of Alternative 6, the Runway 13/31 centerline to aircraft parking separation did not meet the C-III-5000 standard on the west side of the runway. Implementation of Alternative 6 will relocate the commercial and air cargo aprons, and reduce the size of the general aviation aprons, to meet the standard separation requirement.

**Runway Centerline to Holdline Separation.** Prior to implementation of Alternative 6, the Runway 13/31 centerline to holdline separation did not meet the C-III standard on either side of the runway. Implementation of Alternative 6 will result in all holdlines complying with the FAA runway separation standard.

**Runway Safety Area (RSA).** Prior to implementation of Alternative 6, the Runway 13/31 RSA did not meet the C-III-5000 width standard due to parallel taxiways within the RSA on both sides of the runway. Implementation of Alternative 6 will result in the RSA meeting width and length standards; however, MOS 4 will allow existing RSA transverse grades below the standard to remain in place.

**Runway Object Free Area (ROFA).** Prior to implementation of Alternative 6, the Runway 13/31 ROFA did not meet the C-III-5000 width standard due to parallel taxiways, commercial aircraft parking, east perimeter fence, air traffic control tower, and State Highway 75 within the ROFA, among other objects. Implementation of Alternative 6 will result in an increase of ROFA width by removing many of these objects from the ROFA; however, MOS 3 will allow the existing east perimeter fence and State Highway 75 to remain within the ROFA.

**Runway Obstacle Free Zone (ROFZ).** Prior to implementation of Alternative 6, the Runway 13/31 ROFZ did not meet the C-III-5000 width standard due to parallel taxiways within the ROFZ on both sides of the runway. Implementation of Alternative 6 will result in the ROFZ meeting width and length standards.

**Precision Obstacle Free Zone (POFZ).** The POFZ standard does not apply to Runway 13/31 based on existing and potential future instrument approach procedures to the runway.

**Runway Protection Zones (RPZ).** Prior to implementation of Alternative 6, only portions of the approach and departure RPZs beyond either end of the runway were within the current airport property boundary and/or existing airspace easement limits. Implementation of Alternative 6 will not result in increased compliance with the RPZ standard. However, based on current policy and discussions with the FAA, the existing RPZ conditions and encroachments will be allowed to remain in place. It should be noted that there are several potential future events identified by FAA guidance that would require detailed review of alternatives, which may represent a threshold for further consideration and planning for a replacement airport. These potential future events include the following, if an incompatible land use would enter the limits of the RPZ as a result:

- An airfield project;
- A change in the critical design aircraft that increases the RPZ dimensions;
- A new or revised instrument approach procedure that increases the RPZ dimensions; or
- A local development proposal in the RPZ.

## CHAPTER C Capacity Analysis & Facility Requirements

### 3.1.3. Taxiway Design Standards

Taxiway design standards are based on both the Aircraft Design Group (ADG) and Taxiway Design Group (TDG) for the most demanding aircraft expected to use the taxiway in question. As mentioned previously, the ADG is based on aircraft wingspan and tail height. The TDG, a new concept introduced by recent revisions to FAA AC 150/5300-13A, is based on aircraft cockpit-to-main-gear distance (comparable to aircraft wheelbase) and main gear width. The ADG and TDG for the most demanding commercial and general aviation aircraft operating at SUN are summarized in Table C6.

Table C6 REPRESENTATIVE TAXIWAY DESIGN AIRCRAFT BY ADG & TDG

Aircraft Type	Wingspan (feet)	Tail Height (feet)	Aircraft Design Group (ADG)	Wheelbase (feet)	Main Gear Width (feet)	Taxiway Design Group (TDG)
<i>Commercial</i>						
Bombardier Q400	93.3	27.4	III	45.8	33.2	5
Bombardier CRJ700	76.3	24.8	II	49.2	13.5	2
Bombardier CRJ900	81.5	24.6	III	56.8	13.4	4
Embraer E170	85.3	32.3	III	34.8	17.0	2
Embraer E175	85.3	32.3	III	37.4	17.0	2
Embraer E175-E2	101.7	32.7	III	Unknown	Unknown	Unknown
Mitsubishi MRJ90	95.9	34.4	III	Unknown	Unknown	Unknown
<i>General Aviation / Air Taxi</i>						
Cessna Citation X	63.9	19.3	II	29.9	13.0	1B
Gulfstream IV	77.8	24.5	II	38.1	13.7	1B
Gulfstream V	93.5	25.8	III	45.0	14.4	2

SOURCE: Mead & Hunt analysis.

NOTE: Taxiway Design Groups for the Embraer E175-E2 and Mitsubishi MRJ90 are unknown at this time because these aircraft have not entered the commercial fleet as of 2015. These aircraft are listed in the table for comparison purposes only.

As shown in Table C6, the most demanding ADG at SUN is III (various aircraft) and the most demanding TDG is 5 (the Bombardier Q400). The taxiway dimensional standards illustrated in Table C7 are those required for these ADG and TDG categories. As indicated in the table, under the Post-Alternative 6 condition, Runway 13/31 either meets or exceeds the identified requirements, or has an MOS in place for that specific design standard. The parallel taxiway and all terminal area taxiways should meet these design requirements; other taxiways can be designed to less demanding standards if they are not expected to be used by commercial aircraft.

## CHAPTER C Capacity Analysis & Facility Requirements

Table C7 ADG III AND TDG 5 TAXIWAY DIMENSIONAL STANDARDS (IN FEET)

Design Standard	Meets Standards?	Post-Alternative 6 Dimension	Runway Design Code C-III-5000 Standard
Taxiway B Width	No – MOS 8	50	75
Taxiway B Shoulder Width	No – MOS 8	10	30
Taxiway Safety Area Width	Yes	118	118
Taxiway Object Free Area Width	No – MOS 2	160	186
Taxilane Object Free Area Width	Yes	162	162

SOURCE: Mead & Hunt analysis.

Prior to implementation of Alternative 6, sterilization procedures were in place that required clearing the parallel taxiways of aircraft during commercial aircraft operations. These procedures will be eliminated following relocation of parallel Taxiway B.

Prior to implementation of Alternative 6, parallel Taxiway A acted as a capacity “release valve” for small aircraft during peak periods to allow for takeoffs and landings by large aircraft. Removal of the taxiway under Alternative 6 will therefore have a negative effect on the runway’s operational capacity. To mitigate for this capacity loss, Alternative 6 includes relocation of some of the runway’s exit taxiways, as well as addition of a new exit taxiway and extension of Taxiway B for the full length of the runway, to better manage aircraft entrance and exit flow from Runway 13/31 while meeting FAA design standards. Alternative 6 will also result in relocation of the Airport’s bypass taxiways located adjacent to and west of Taxiway B.

### 3.2. Runway Pavement Strength/Condition

The pavement strength of Runway 13/31 is rated for aircraft weighing up to 65,000 pounds with single wheel main landing gear configurations, and up to 95,000 pounds for aircraft with dual wheel main landing gear configurations. A review of the maximum gross weight and main landing gear configuration of the design aircraft types indicates the strength of the runway is sufficient to meet demand throughout the planning period. According to the most recent pavement evaluation completed in 2015, all Runway 13/31 pavements are in good condition. Though no changes are necessary to increase the strength of the runway, it is recommended that pavement for any future runway reconstruction or rehabilitation projects be capable of retaining these existing weight bearing capacities.

### 3.3. Instrument Approaches, Navigational Aids, and Airfield Lighting

Instrument approach procedures, navigational aids, and airfield lighting at SUN are currently limited due to natural terrain obstructing approach obstacle clearance surfaces and surrounding land uses constraining effective equipment siting. In 2013, the Airport Authority commissioned a feasibility study for improving approach procedures and navigational aids at the Airport to better support users. This study identified several potential improvements to approach procedures and navigational aids that are currently undergoing more in-depth review independently of this Master Plan Update. The results from this in-depth study are expected to be available in 2015 prior to publication of the final Master Plan. These results will be incorporated into the final version of the Master Plan report. At the time of this writing, potential improvements to instrument approaches are not expected to increase the design standards described in this chapter.

## CHAPTER C Capacity Analysis & Facility Requirements

### 3.4. FAR Part 77 and Threshold Siting Surfaces

Obstruction clearing standards are established to create a safer environment for aircraft operations on or near the airport. These standards take the form of imaginary sloping surfaces that are trapezoidal in shape. The standards contained in Federal Aviation Regulations (FAR) Part 77, *Safe, Efficient Use, and Preservation of the Navigable Airspace*, apply to existing and proposed manmade objects and/or objects of natural growth and terrain (i.e. obstructions). The Airport should ensure that, to the extent practicable, threshold siting surfaces identified by AC 150/5300-13A are also protected from proposed development and natural vegetation growth.

The specific size, slope, and starting point of the imaginary surfaces depend upon the approach and departure procedures in place for a specific runway end (or lack thereof), and the type of aircraft expected to approach and depart the runway. Procedures and aircraft types are different for each end of Runway 13/31; therefore, different imaginary surfaces apply to either end of the runway. The dimensions of these surfaces are presented in Table C8.

Table C8 STANDARD AIRSPACE SURFACES FOR SUN

Airspace Surface Dimensions	Standard Dimension	
	Runway 13	Runway 31
Part 77 Approach Surface	Visual	NPI > ¼ mile
Surface Beginning Point Beyond Runway End	200	200
Inner Width	500	500
Length	5,000	10,000
Outer Width	1,500	3,500
Slope	20:1	34:1
Approach Threshold Siting Surface	Type 3	Type 5
Surface Beginning Point Beyond Runway End	0	200
Inner Width	400	800
Length	1,500	10,000
Outer Width	1,000	3,800
Slope	20:1	20:1
Departure Threshold Siting Surface	N/A	Type 9
Surface Beginning Point Beyond Runway End	N/A	0
Inner Width	N/A	1,000
Length	N/A	10,200
Outer Width	N/A	6,466
Slope	N/A	40:1

NOTE: Type 3 approach threshold siting surface applies to the "approach end of runways expected to serve large airplanes (visual day/night); or instrument minimums >= 1 statute mile (day only)." Type 5 approach threshold siting surface applies to the "approach end of runways expected to support instrument night operations serving greater than Category B aircraft." Type 9 departure threshold siting surface does not apply to Runway 13 as IFR departures are not authorized on this runway.

There are currently numerous penetrations to the various surfaces described in Table C8 at SUN. Some of these penetrations have been mitigated by displacing the Runway 13 threshold, installing obstruction lighting, and/or removing man-made and natural objects. However, given physical constraints surrounding the Airport, it is not realistic to remove all obstructions to these surfaces; therefore the Airport has approach and departure minimums that are significantly higher than standard minimums. Potential future improvements to approach and departure procedures at SUN may result in more demanding airspace surfaces.

## CHAPTER C Capacity Analysis & Facility Requirements

### 4. Landside Facility Requirements

Landside facilities are those facilities that support the airside facilities, but are not part of the aircraft movement area. These consist of such facilities as terminal buildings, hangars, aprons, access roads, and support facilities. The landside facilities examined in the sections below include:

- Airport Traffic Control Tower (ATCT)
- Commercial Passenger Terminal Area Facilities
  - Passenger Terminal Building
  - Automobile Parking Facilities
  - Air Carrier Apron Space
  - Terminal Area Roadway System
- General Aviation Facilities
  - General Aviation Hangar Facilities
  - General Aviation Apron Space
  - FBO and Corporate Facilities
  - Air Cargo Areas

#### 4.1. Airport Traffic Control Tower

The Airport Traffic Control Tower (ATCT) is currently located on the east side of the airfield. The ATCT is within the Runway Object Free Area (ROFA). The ATCT is also an FAR Part 77 transitional surface penetration, does not meet FAA ATCT siting criteria guidance contained in FAA Order 6480.4, *Airport Traffic Control Tower Siting Process*. Thus, the ATCT does not meet FAA standards. Its facilities are also dated and cramped, and do not meet building code requirements.

The ATCT provides a number of critical safety benefits. Due to the surrounding mountainous terrain and frequent low-visibility conditions, operations at SUN are extremely technical. The presence of the tower at the Airport significantly decreases the risk of runway incursions and other accidents and provides on-site monitoring of weather conditions that is invaluable to pilots negotiating take-offs and landings. In addition, the Airport's head-to-head operational pattern and single parallel taxiway necessitate significant coordination by tower personnel to properly accommodate takeoffs and landings and maintain efficiency. The FAA has stated that the SUN must have an ATCT in order to maintain commercial passenger service in the future. The ATCT therefore benefits the community and regional economy by ensuring that residents and visitors can access the Sun Valley region in a consistently safe and timely manner.

Modification to Standard (MOS) 3 allowed several structures to remain in the ROFA; however, the MOS is conditioned on removal of several structures from the ROFA including the ATCT and its supporting facilities. MOS 3 states that the ATCT in its current location is a safety risk and must be relocated as soon as possible, no more than 10 years from the MOS date of approval. Under Alternative 6, the ATCT is planned to be relocated to a new site outside of the ROFA by November 2023.

An *ATCT Concept and Budget Report* completed in 2004 recommended relocating and upgrading the ATCT, and identified eight alternative sites throughout the Airport property. Three alternative sites with the clearest line-of-sight to existing and anticipated airport surfaces under tower control were identified, and construction concepts were studied in detail for these three sites. A new ATCT siting analysis will be included in the Alternatives chapter of this Master Plan. The siting analysis will re-evaluate the 2004 study, identify additional potential sites, and discuss opportunities and constraints of each site. A final site will be recommended that best meets required FAA criteria and other considerations such as topography, access, and construction cost.

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## CHAPTER C Capacity Analysis & Facility Requirements

### 4.2. Commercial Passenger Terminal Area Facilities

The passenger terminal area is located on the west side of the runway, between the general aviation hangar areas to the north and south. The Alternative 6 improvements to Taxiway B have necessitated moving the commercial aircraft parking apron from the east side of the building to the north side to remove parked aircraft from the Taxiway B TOFA. In addition, the terminal building is undergoing an expansion and reconfiguration project in order for the building to continue to function properly and efficiently given the relocated commercial aircraft parking apron. This project is planned for completion in September 2015.

The following sections identify potential future requirements for the passenger terminal building, automobile parking, air carrier apron space, and terminal area roadway system throughout the 20-year planning period. Improvements to be completed as part of Alternative 6 are clearly identified.

#### 4.2.1. Passenger Terminal Building

The existing terminal building houses a public waiting/queuing area, ticketing, airline ticket offices (ATOs), outbound baggage area, secure holdroom, Transportation Security Administration (TSA) security area, baggage claim, rental car counters, and three public restrooms, including a restroom within the secure holdroom. Prior to implementation of Alternative 6, the total footprint of the passenger terminal building was 14,320 square feet (SF).

Once the on-going terminal building reconfiguration and expansion project is completed in 2015, the estimated overall terminal size will be 34,150 square feet. The terminal reconfiguration and expansion project includes the following elements:

- Reconfiguration to the north and west will house new waiting areas, security screening, secure hold room, concessions, baggage claim and rental car counters.
- Security Screening Checkpoint (SSCP) layout will be designed in accordance to the TSA Checkpoint Design Guide Rev. 5.1.
- Existing concessions will be relocated to the secure hold room.
- Commercial aircraft apron, lighting, and ground service equipment (GSE) parking will be added north and west of the terminal building.
- The terminal parking lot will be reconfigured to accommodate the new building space.

Terminal capacity is a measure of cumulative space dedicated to accommodating passengers for a certain period of time and for a certain purpose. Design capacity is based on expected flight departure and arrival schedules, with specific areas assigned to different functions, from ticketing to baggage claim, and the estimated time required for passengers to process through each functional area. Demand within a terminal building is dynamic, constantly changing in the various functional spaces, and is driven by flight schedule, aircraft size, and load factor, as well as amount of time prior to departure that passengers arrive at the terminal. The closer passengers arrive together in any period prior to departure, the greater the demand on the facility, its functional areas, and its staff.

For the purposes of this Master Plan, terminal capacity is expressed in terms of passenger enplanements. For reference, the passenger activity forecasts presented in Chapter B are summarized in Table C9 below.

## CHAPTER C Capacity Analysis & Facility Requirements

Table C9 SUMMARY OF PASSENGER ACTIVITY FORECASTS

Activity Measure	2014 (Actual/ Estimated)	2019 (Projected)	2024 (Projected)	2034 (Projected)
Annual Passenger Enplanements	66,409	78,797	93,496	131,630
Annual Air Carrier Departures	1,420	1,614	1,804	2,227
Average Enplanements Per Departure	47	49	52	59
Average Passenger Load Factor	69%	71%	73%	76%
Average Seats Per Departure	68	69	71	76
Peak Hour Enplanements <sup>1</sup>	102	115	136	192
Average Daily Departures	7	8	9	11

SOURCE: Mead & Hunt analysis.

<sup>1</sup> "Peak hour enplanements" represents the peak hour of the average day of the peak month.

The capacity of the terminal building is discussed and analyzed in the following sections:

- Pre-Alternative 6 Terminal Capacity
- Post-Alternative 6 Terminal Capacity – Design Peak Hour
- Post-Alternative 6 Terminal Capacity – Constrained Peak Hour
- Post-Alternative 6 Terminal Capacity – Restricted Peak Hour

### PRE-ALTERNATIVE 6 TERMINAL CAPACITY

The existing terminal was built in 1985 and expanded in 1991 and 2005 to its pre-Alternative 6 configuration. The pre-Alternative 6 facility accommodated passenger demand limited by aircraft size without closely scheduled arrivals or departures. The 2013 flight schedule was largely operated by Delta Airlines with Embraer 120 Brasilia turboprop aircraft. With a total capacity of thirty passengers, terminal components were sufficient to handle passenger demand for this aircraft size. With the introduction of the Q-400 in the early 2000s and the CRJ-700 regional jet in 2014, passengers began to experience a lower level of service as measured by space per passenger and processing capability measured in time.

Methods of operating specific functional areas served to manage increasing congestion in the terminal. The TSA could limit passenger access to the secure holdroom for closely scheduled departures, holding the following flight's passengers in the non-secure area until the first flight has boarded or departed. An arriving flight's passengers and visitors would fill the baggage claim hall, but they occupied this area for a short time, allowing the next arriving flight's passengers to disembark to a largely empty claim hall. While the claim hall was perceived as congested, the time passengers experienced this congestion was relatively short. Under the pre-Alternative 6 layout, all arriving passengers would enter the terminal at the claim hall, increasing congestion in the hall for a short time as those passengers with carry-on luggage make their way to the exit around those who are queued throughout the space.

## CHAPTER C Capacity Analysis & Facility Requirements

Chart C2 below demonstrates passenger demand at ticket counters over a typical operating day in August 2014. Passengers arriving at the terminal do so at various times prior to a flight's departure and are summed in ten minute increments. This distribution of passengers allows the airlines to process passengers over time with fewer ticket agents and counters. Ticketing capacity is shown at ten passengers at any given time. Even though there are eight ticket counter positions a maximum of two to three positions is utilized by each air carrier in processing passengers. Processing time is an average, allowing a simple model to demonstrate limits on ticketing capacity. As more flights move into the peak hour, ticketing will become constrained earlier in the 20-year planning period than the other functional areas.

Chart C2 DEPARTING PASSENGER DEMAND AT TICKETING/CHECK-IN – 2014 FLIGHT SCHEDULE



SOURCE: Mead & Hunt analysis.

### POST-ALTERNATIVE 6 TERMINAL CAPACITY – DESIGN PEAK HOUR

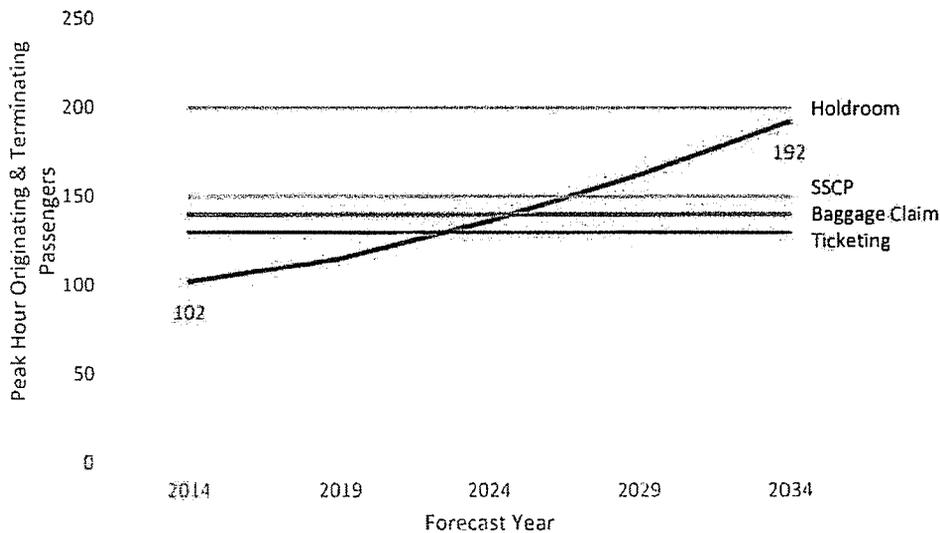
The primary goal of relocating some terminal components to the north side of the building is to accommodate flight operations in the near-term while also providing some additional capacity for the long-term. The terminal reconfiguration and expansion project will provide greater overall terminal passenger capacity through an increase in secure holdroom, arrivals lobby, and baggage claim hall areas. The existing baggage claim will become a new passenger security checkpoint and non-secure waiting area, resulting in a more efficient building layout with greater operational flexibility. These changes will allow the Airport to handle passengers for three peak hour departures within the secure holdroom and two peak hour arrivals within the bag claim hall at a higher level of service, as measured by space per passenger and time required to process through the various functional areas. The layout of the reconfigured terminal building is presented in Chapter A, Figure A6.

## CHAPTER C Capacity Analysis & Facility Requirements

Continuous improvements in airline electronic ticketing, check-in, and boarding pass printing has allowed more passengers to be processed with the same or fewer traditional ticket counters. Passengers often use standalone kiosks to check-in for their flights. Ticket counter services have taken on a greater proportion of baggage check-in versus passenger check-in, requiring substantially less time per passenger than traditional check-in and boarding pass printing. There will be a limit to these savings as more departing passengers enter the terminal during a higher peak departures period, at which time expansion of the ticket counter area may be necessary. For the foreseeable future, with ticketing process improvements, limited peak hour flight scheduling, and passenger earliness distributions spreading demand out over a longer period, the ticketing area will serve with an adequate level of service as measured by passenger wait times and queues.

The post-Alternative 6 design peak hour capacity for the four main terminal components is shown in Chart C3. These capacity estimates are predicated on the amount of available space, and chairs in the case of the secure holdroom, to accommodate passengers prior to their departures; demonstrated capacity for passenger security screening; number of ticket counters and passenger processing times; and linear feet of claim device for baggage claim.

Chart C3 SUMMARY FORECAST DEMAND VS. MAJOR TERMINAL COMPONENT CAPACITY POST-2015 EXPANSION



SOURCE: Mead & Hunt analysis.

An acceptable level of service governs terminal capacity for the 2015 expansion. The airport will be able to monitor demand to capacity and level of service in order to determine when future expansion of specific functional areas is required. While post-Alternative 6 holdroom capacity appears to be sufficient through the planning period, this will be dependent upon airline scheduling during the peak hour. As with other functional areas, managing demand will continue to be necessary, but holdroom capacity should be the least taxed through the 20-year planning period.

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## CHAPTER C Capacity Analysis & Facility Requirements

### *POST-ALTERNATIVE 6 TERMINAL CAPACITY – CONSTRAINED PEAK HOUR*

As noted in Chapter B, departing flights at a resort airport are often scheduled during the early morning hours. Additional flights during the peak hour will begin to place pressure on the functional areas – passengers will experience congestion, queuing and increased wait times in some but not all areas. The Airport, working with the TSA, has the option of managing which flight's passengers are allowed into the secure holdroom while maintaining a hold on those passengers whose flights depart later in the hour until other flights have boarded or departed. A design element supporting this scenario is the airport's inclusion of a second waiting area in the existing terminal. A portion of the existing holdroom will become a pre-departure waiting area, or lounge, that will serve as an overflow waiting area for passengers who arrive early for their departures and may find the security screening waiting area or arrivals lobby full. This multi-purpose space will have flight information displays and public address speakers to keep passengers apprised of their departures and provide an additional level of comfort in seating options similar to the arrivals lobby.

The effect of additional departing flights during the peak hour is shown in Chart C3 approximately at the mid-range of the 20-year planning period. Ticketing, baggage claim, and security screening will be affected the most by closely spaced departures. While three departures can be accommodated in the terminal during the peak hour, scheduling onto the peak hour shoulders would place additional demand on the facility as passengers increase incrementally.

Ticketing processing capacity will become a greater concern as the gains from electronic check-in are overcome by the volume of passengers checking baggage at the ticket counters. The possibility of remote self-tagging of baggage is an option, although bag self-tagging may require that tags be printed at the Airport so they can be correlated with the passenger. Self-tagging would reduce congestion at the ticket counter as self-checked bags can be input into the system at a separate take-away belt, removing these passengers from the ticket counter queues. Space for a self-check, self-tagging position is available within the ticketing area just north of the existing counters, if reserved for this future use. Additional space for self-check-in kiosks is available along the west wall of the ticket hall. These kiosks will provide necessary capacity to carry a higher number of departures during the peak period, although at a lower level of service as the space is very limited and congestion will be higher than what is normally considered acceptable.

Checked baggage screening will require upgrade to an in-line system. Although limited, this will provide additional screening capability as transportation security officers (TSO's) would be able to manage secondary screening and other tasks without having to load the bags into the screening device. Installing a take-away belt leading directly to the screening device behind the ticket counters would provide in-line screening capability. TSO's would be able to work the screening device output belt, moving bags to either the airlines' baggage make-up area or to additional screening using explosive trace detection (ETD) devices.

### *POST-ALTERNATIVE 6 TERMINAL CAPACITY – RESTRICTED PEAK HOUR*

All terminal components will experience congestion during the peak hour toward the latter part of the 20-year planning period, if forecasted passenger levels materialize. This may cause some passengers to miss their flights if they do not allow additional time for departure processing. Terminal space will remain the main issue, as the ticket hall becomes congested and passengers queue out of the designated queuing areas into circulation and waiting areas for extended periods during the peak hour. Passengers who have completed check-in will be maneuvering around queues to get to security screening, and security screening queuing will begin to back into ticketing and the arrivals lobby. Once the peak hour has passed, the terminal will resume normal operation as flights are spaced further apart.

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## CHAPTER C Capacity Analysis & Facility Requirements

Limited building expansion to reduce congestion is possible and can be managed separately for different functional areas. Planning for expansion to reduce congestion and increase passenger level of service in the long-term was included in the 2015 terminal expansion design. Potential future capacity-enhancing measures will be described in more detail in Chapter D.

### **4.2.2. Automobile Parking Facilities**

Automobile parking at SUN is located west of the terminal building. SUN offers both short- and long-term parking at hourly/monthly rates. Long-term parking is located in the lower parking lot farthest to the west of the terminal building, and short-term parking is located in the upper lot adjacent to the terminal building. The pre-Alternative 6 parking facilities included 338/308 spaces (summer/winter spaces). There are fewer available spaces in winter due to space required for snow storage. The post-Alternative 6 parking facilities include 360/349 spaces. Based on these figures, an analysis of potential future parking needs was prepared based on the ratio of post-Alternative 6 parking spaces to 2014 enplanements. Enplanements are a good indicator of parking needs, as they are representative of the Airport's customer base. Projected parking needs were determined based on the peak month enplanement forecast.

In 2014, there were 10,285 enplanements during the peak month of July. Peak month enplanements are projected to increase to 21,061 in 2034. Based on the ratio of 2014 enplanements to current parking spots, parking requirements in 2034 are projected to be approximately 737 summer spaces and approximately 714 winter spaces. These estimations indicate that the Airport will require approximately a 104% increase in parking over current levels by the end of the planning period, roughly doubling the current number of parking spaces.

### **4.2.3. Air Carrier Apron Space**

Prior to implementation of Alternative 6, the air carrier apron was located to the east of and immediately adjacent to the passenger terminal building. However, the majority of the apron was located within the Runway 13/31 ROFA and therefore was relocated to the north of the terminal building as part of Alternative 6. Prior to Alternative 6, the amount of apron space dedicated solely to air carrier parking was 65,619 square feet (SF). Following Alternative 6, the new air carrier apron has an area of 63,785 SF, representing a reduction of approximately 2,000 SF.

It is important to note that these apron space numbers may not capture the true loss in air carrier aircraft parking associated with Alternative 6. Although the new air carrier apron located north of the terminal building was formerly designated for air cargo use, it was also used for commercial aircraft parking overflow during peak periods when the former air carrier apron east of the terminal was at capacity. In addition, the airlines formerly used Taxiway B south of the FBO for parking during peak times as well. Although this overflow parking area cannot technically be considered an aircraft parking apron, it is nevertheless no longer available because Taxiway B will now extend all the way to the south end of the runway. The post-Alternative 6 air carrier apron is capable of accommodating simultaneous parking by three regional commercial aircraft. During peak seasons, all three of these parking positions are occupied during remain overnight (RON) operations by the airlines.

Future service by new airlines and/or to new destinations are likely to result in a more demanding peak commercial aircraft parking scenario than the current air carrier apron can handle. Several potential future commercial aircraft parking scenarios were identified corresponding to near-term (5 year), mid-term (10 year), and long-term (20 year) commercial operations forecasts presented in Chapter B. These scenarios are identified with estimated air carrier apron space requirements in Table C10.

## CHAPTER C Capacity Analysis & Facility Requirements

Table C10 COMMERCIAL AIRCRAFT PARKING SCENARIOS

Design Standard	Peak Aircraft Parking	Required Apron Space Estimate	EMB120	Q400	CRJ700	CRJ900	E170/ E175	E175-E2	MRJ90
Pre-Alternative 6	2	40,000	1	1					
Current Peak Scenario – 3 RONs	3	60,000			3				
Near-term Peak Scenario #1	4	82,000			4				
Near-term Peak Scenario #2	5	108,000		1	4				
Near-term Peak Scenario #3	6	134,000		1	4	1			
Mid-term Peak Scenario #1	6	136,000		1	3	2			
Mid-term Peak Scenario #2	6	138,000		1	2	2	1		
Mid-term Peak Scenario #3	6	140,000		1	1	2	2		
Long-term Peak Scenario #1	6	144,000				2	2	1	1
Long-term Peak Scenario #2	7	170,000				2	2	2	1

SOURCE: Mead & Hunt analysis.

As shown in Table C10, any increase over three simultaneous commercial service aircraft will require either an apron expansion, aircraft towing to the FBO apron, or passenger bussing. These alternatives will be explored in the next chapter of the Master Plan.

#### 4.2.4. Terminal Area Roadway System

Ground access to the Airport is provided from the north via Airport Way, which runs north-south along the west side of the Airport and connects to State Highway 75 at its north end. State Highway 75 runs along the eastern side of the Airport. Aviation Drive continues south along the length of the Airport, providing access to commercial/industrial development west of the Airport and the Atlantic Aviation facilities at the south end of the Airport. No major changes to the terminal road system are planned as part of Alternative 6, nor are there any known changes planned during the 20-year planning period that would impact access to the Airport. There are no known issues or problems with the current terminal area roadway system or its signage, nor any known traffic delays occurring on a regular basis. The roadway system is expected to be adequate for handling increased traffic levels that could be associated with increased activity at the Airport during the planning period. However, alternate ground access points may need to be considered in conjunction with other potential improvements which affect the existing roadway layout, such as potential parking lot and commercial aircraft apron improvements.

#### 4.3. General Aviation Facilities

General aviation (GA) facilities at Friedman Memorial Airport include hangar facilities and aircraft parking apron. Alternative 6 will result in a net loss of GA hangar and aircraft parking apron resulting from the shift of Taxiway B and associated relocation of the commercial service apron to the north side of the terminal building, as well as construction of a new bypass taxiway. Analysis of GA facilities is crucial to determining whether and how the Airport can continue to operate efficiently at its current site, as peak events for GA activity tend to strain existing resources.

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## CHAPTER C Capacity Analysis & Facility Requirements

### 4.3.1. General Aviation Hangar Facilities

Alternative 6 resulted in a slight net loss of GA hangar space. Five hangars were removed; of these, one belonged to the FBO and was used for transient aircraft storage, while the remaining four were used for based aircraft storage. Two of the based aircraft hangars will be rebuilt in new locations. Projected growth in based aircraft presented in Chapter B indicates that continued strong demand for hangar space is expected in the future. Based aircraft is projected to grow from 157 in 2014 to 213 in 2034, equivalent to an increase of 56 based aircraft over the 20-year planning period. However, there is little available land for construction of new hangars or relocation of hangars within the current Airport boundary, and the ability of the Airport to acquire land for hangar construction or relocation is uncertain.

### 4.3.2. General Aviation Apron Space

GA apron capacity is an important concern at SUN. During the Airport's annual peak event in July, a large number of transient GA and air taxi aircraft must be accommodated on the aprons, which tend to overflow and create congestion. Ideally, the Airport should comfortably accommodate the peak level of parked GA aircraft to reduce congestion and potential safety issues. Although July tends to host the peak event of the year in terms of GA apron demand, demand also approaches peak levels during other key times of the year, such as at Christmas and over Presidents Day weekend.

There are two main GA aprons at SUN, the first of which is located south of the T-hangar area but north of the FBO building, and the second of which is located immediately south of the FBO building. Prior to implementation of Alternative 6, the combined area of these two aprons available for peak event GA and air taxi aircraft parking was approximately 600,000 square feet (SF). During peak events, the former air cargo apron north of the terminal building provided an additional 100,000 SF for overflow GA and air taxi parking. Therefore the Airport had approximately 700,000 SF of apron available for GA and air taxi parking during peak events prior to implementation of Alternative 6. In recent years, these apron areas have been at or near capacity for the duration of the peak event.

There will be a net loss in available peak event GA and air taxi aircraft parking space after completion of Alternative 6 improvements. Approximately 180,000 SF will be lost due to relocation of parallel Taxiway B and associated Taxiway Object Free Area (TOFA); new taxiways for accessing new small aircraft tie downs west of the T-hangar area; and the re-purposing of the former air cargo apron for passenger air carrier aircraft parking. The new air cargo apron at the north end of the Airport will replace a portion of the former air cargo apron, and approximately 30,000 SF of this new apron could be used for peak event GA and air taxi parking. Therefore the net reduction in available apron for peak event GA and air taxi parking following implementation of Alternative 6 is approximately 150,000 SF.

Projected GA and air taxi apron space needs are related to the peak event operations forecasts presented in Chapter B. These forecasts project an increase in peak day GA and air taxi operations, from 285 in 2014 to 377 in 2034, with aircraft type fleet mix proportions expected to remain constant. This represents 32 percent overall increase in peak day operations. Assuming a consistent ratio of required available apron to peak day operations, the Airport will need an additional 225,000 SF of GA and air taxi apron to meet 20 year forecast demand, over and above the 150,000 SF lost following implementation of Alternative 6.

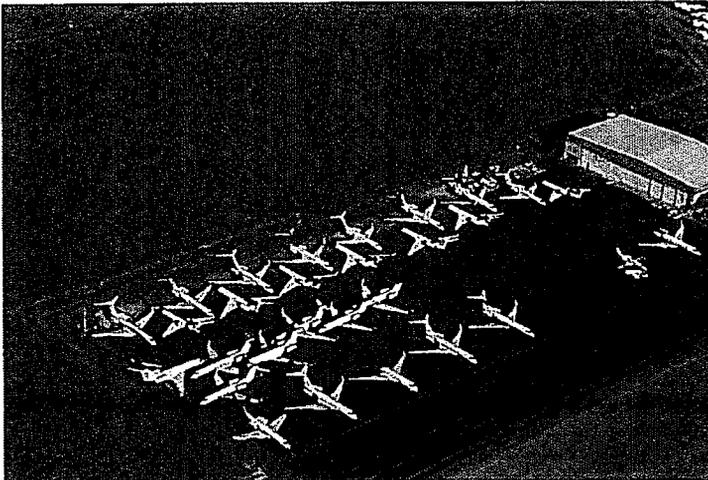
There are no industry standard guidelines for determining GA apron space requirements. Appendix 5 of FAA AC 150/5300-13A, states that "the total amount of apron area required is based on local conditions," and that the apron area per aircraft should be based on the design aircraft or fleet mix selected for the design. Airport Cooperative Research Program (ACRP) Report 96, *Apron Planning and Design Guidebook*, recommends determining GA apron size requirements based on the number and size of aircraft anticipated to use the apron during peak periods. The report also recommends that as much flexibility in apron size and configuration as possible should be incorporated in light of the significant fleet diversity within GA activity.

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## CHAPTER C Capacity Analysis & Facility Requirements

SUN has a demonstrated need for additional GA apron space during peak times based on the congestion that occurs during the annual peak event. The peak event lasts about one week, but the Airport also experiences similar activity levels during major holidays. The current GA aprons have been expanded to the maximum extent possible within the existing Airport footprint considering the constraints of the airfield, airport property line, and surrounding landside facilities. Figures C2 and C3 illustrate typical GA apron parking patterns during peak times.

Figure C2 PEAK PERIOD APRON PARKING – AREA 1



SOURCE: Airport Management.

Figure C3 PEAK PERIOD APRON PARKING – AREA 2



SOURCE: Airport Management.

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## CHAPTER C Capacity Analysis & Facility Requirements

### 4.3.3 Air Cargo Areas

Prior to implementation of Alternative 6, the apron immediately north of the passenger terminal building was designated for air cargo use by Federal Express (FedEx) and the United Parcel Service (UPS). This apron had a total area of 106,084 SF. The air cargo apron was relocated to the northwest corner of the airfield as part of Alternative 6. This new apron has an area of 52,800 SF and is designed to accommodate two large twin turboprop cargo aircraft and associated ground support vehicles. It can also be used for additional large aircraft overflow parking during peak periods. However, it is important to note that cargo operations were relocated to the GA apron south the T-hangar area during construction of the new cargo apron. This arrangement worked well for cargo operators, and as a result, is likely to continue with the new air cargo apron being used for GA aircraft parking

## 5. Support Facility Requirements

### 5.1. Maintenance Facilities

Prior to implementation of Alternative 6, storage and maintenance of airport equipment was limited to a 3,185 SF facility located south of the passenger terminal building. This facility did not meet the Airport's needs. In order to accommodate the construction of a new bypass taxiway, the maintenance facility is being relocated to a multi-purpose Airport operations building located to the west. This multi-purpose facility will be approximately 14,000 SF in size, with approximately 50 percent of that total dedicated to equipment storage and maintenance. This facility is expected to meet Airport needs for maintaining facilities within the existing Airport footprint throughout the 20-year planning period.

### 5.2. ARFF Facilities

Prior to implementation of Alternative 6, Aircraft Rescue and Firefighting Facility (ARFF) equipment and staff were housed in a 4,435 SF stand-alone facility located next to the equipment storage and maintenance building. ARFF functions will also be relocated to the multi-purpose Airport operations facility currently under construction. Approximately 20 percent of the new facility will be dedicated to ARFF functions. This facility is expected to meet Airport needs for emergency response within the existing Airport footprint throughout the 20-year planning period.

### 5.3. Fuel Storage

The Airport's fuel storage facility is located west of the GA T-hangars. The Fixed Base Operator (FBO), Atlantic Aviation, recently added a fourth 20,000-gallon Jet A fuel tank to the fuel facility. This facility is expected to meet aircraft fueling needs within the existing Airport footprint throughout the planning period.

### 5.4. Snow Storage

Existing snow storage capacity is limited and any future increases in overall airside or landside pavements (e.g., runway, aprons, and parking lots) will result in a corresponding increase in snow storage needs that further constrain development options at the existing Airport site.

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## CHAPTER C Capacity Analysis & Facility Requirements

### 6. Facility Requirements Summary: Dual Path Planning Thresholds

The Airport's current site presents several operational challenges and limitations. In accordance with the "dual path" approach of this Master Plan, this facility requirements summary identifies planning thresholds indicating the practicality or necessity of either significantly reconfiguring the existing site or relocating the Airport within the next 20 years, based on the analysis presented in this chapter. Dual path planning thresholds are generally related to facilities that will be severely constrained in the future at the current site, and are defined in terms of potential future aviation activity levels, regulatory changes, changes in community needs, and land use considerations.

Dual path planning thresholds, where they apply, are identified below. Specific thresholds were not identified for those facilities that are expected to meet needs throughout the 20-year planning period.

#### 6.1. Dual Path Planning Thresholds

##### *Runway Length*

This chapter identifies a likely range of runway length requirements for each commercial aircraft that may potentially serve the Airport in the future. It is important to recognize that actual length requirements will be dependent on airline operating needs. The following threshold was identified pertaining to runway length:

- A significant change in airline fleet mix that cannot be accommodated by the existing runway length in accordance with airline needs may hinder the Airport's ability to adapt to changing market conditions and airline trends. The most likely such scenario at SUN would be the airlines' eventual retirement of CRJ700 regional jets. It is not known exactly when this may occur, nor what type of aircraft airlines would prefer to replace the CRJ700 with at SUN. The CRJ900 would ordinarily be considered a likely replacement, but it typically performs poorly at airports in mountainous environments; furthermore, the CRJ900 is expected to require approval from the FAA to operate at SUN based on its performance characteristics. Other potential replacement aircraft such as the E170 or E175 are expected to incur weight penalties at SUN that may be unacceptable to airlines serving the Airport. If the community determines it is necessary to serve destinations further afield from those currently served, such as Chicago, Dallas, or Houston, additional runway length may be required.

##### *Runway/Taxiway Design Standards*

The current C-III design aircraft for Runway 13/31 is not expected to change during the 20-year planning period. However, the following thresholds were identified pertaining to runway/taxiway design standards, should current conditions change during the planning period:

- The CRJ900 must be certificated as an Aircraft Approach Category (AAC) D aircraft, which means that FAA approval may be required for CRJ900 operations at SUN. Therefore, future air service options are limited if Runway 13/31 remains a C-III runway.
- The Airport currently operates under several Modifications of Standards (MOSs). The recently approved MOSs essentially limit use of the Airport to aircraft less than 95,000 pounds gross weight with wingspans less than 100 feet. The MOSs support the safety of operations at the Airport. However, they may limit the Airport's future air service options if regulatory conditions change. FAA reviews MOSs every five to ten years; if one or more of the MOSs were to be invalidated by the FAA in the future, the current site will likely be unable to achieve full compliance with C-III standards without significant reconfiguration or expansion beyond its current footprint, as was determined by the 2013 *Airport Alternatives Technical Analysis*. If MOS invalidation were to occur, the community may have the option to accept additional operational limitations rather than pursue reconfiguration, expansion, or relocation of the Airport.

---

## CHAPTER C Capacity Analysis & Facility Requirements

### *Passenger Terminal Area Facilities*

The ability of passenger terminal area facilities to accommodate future demand will be primarily dependent on peak passenger enplanements and the commercial air service schedule. Renovation of the terminal building, relocation of the air carrier apron, and expansion of the parking lots, to be completed in 2015, is designed to accommodate existing and immediately foreseeable passenger demand. However, significant increases in passenger enplanements or changes in the airline departure schedule (such as an increase in the number of flights or multiple flights having similar arrival or departure times) may create congestion and necessitate further improvements to these facilities at some point within the 20-year planning period to more comfortably meet demand. Thus, significant increases in peak enplanements and commercial operations represent thresholds indicating that a relocated airport site may accommodate the activity more effectively. The following thresholds were identified for passenger terminal area facilities:

- A commercial passenger service schedule in which there are four or more near-simultaneous commercial flights is expected to require more air carrier apron space adjacent to the terminal building, and/or revisions to the airline schedule, to allow for passenger loading and unloading during peak periods. Four or more commercial remain overnight (RON) operations would require some form of tug-in/tug-out aircraft maneuvering and management, and may be more efficiently addressed with additional air carrier apron near the terminal.
- A peak hour consisting of 200 or more passenger enplanements may require further expansion of certain functional areas within the terminal building to alleviate congestion.
- Additional automobile parking is expected to be needed, with approximately 100 additional parking spaces required every five years to meet peak month forecast demand.
- Alternate ground access points may need to be considered in conjunction with other potential improvements which affect the existing roadway layout, such as potential parking lot and commercial aircraft apron improvements.

### *General Aviation Facilities*

Continued strain on general aviation (GA) facilities during peak events is expected throughout the 20-year planning period. The following thresholds were identified for GA facilities:

- The based aircraft forecast indicates a future need for additional hangars. An increase of greater than 10 percent over current based aircraft numbers will likely require some new hangar facilities.
- The two GA aprons are currently undersized for peak events. If small non-jet aircraft parking is not needed during the peak period, jet aircraft parking capacity could currently be as high as 80 aircraft given existing aprons located north and south of the FBO building. However, apron capacity may be reduced below this level if the specific GA fleet mix present at the time has a higher proportion of large jet aircraft. Existing peak demand for GA and air taxi aircraft parking currently exceeds this capacity estimate, based on the GA and air taxi peak operations forecast presented in Chapter B. Aircraft parking capacity issues are expected to worsen over time, as the number of aircraft looking to park during peak events increases along with peak event operations.

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## CHAPTER C Capacity Analysis & Facility Requirements

### 6.2. Other Findings

#### *Runway Capacity*

The 20 year operations forecast does not exceed the FAA recommended capacity planning threshold for a second runway at the Airport. Runway 13/31 provides sufficient capacity to accommodate projected operations throughout the 20-year planning period and for some years beyond, based on FAA criteria. However, the capacity of the runway is likely more limited than the analysis indicates due to required air traffic control procedures and clearances for both arrivals and departures, given the challenging terrain and head-to-head operating procedures at the Airport.

#### *Airport Traffic Control Tower*

The tower at SUN provides critical safety and efficiency benefits given the surrounding terrain and typical weather patterns, and the FAA has indicated that a tower must remain at SUN in order for commercial air service to continue into the future. A new location for the tower will be identified in a subsequent chapter of this Master Plan. Assuming a viable tower location is identified within the existing Airport property boundary, the relocated tower is expected to resolve issues with the existing facility and to serve the Airport well throughout the 20-year planning period.

#### *Instrument Approaches and Airspace Surfaces*

Identification of potential planning thresholds related to instrument approaches and airspace surfaces is dependent on the outcome of the standalone instrument approach study currently underway as of this writing. Potential thresholds will be identified by the Master Plan following publication of this study.

#### *Other Facilities*

Recent air cargo, SRE/maintenance, and ARFF facility projects are expected to provide adequate capacity throughout the 20-year planning period. Existing snow storage capacity is limited and any future increases in overall airside or landside pavements (e.g., runway, aprons, and parking lots) will result in a corresponding increase in snow storage needs that further constrain development options at the existing Airport site.

### 6.3. Other Threshold Considerations

Two other considerations that should be included in the threshold discussion relate to external factors and do not fit neatly into the facility groupings above. The implications of these considerations for the identification of airport relocation thresholds are currently undefined. However, it is likely that these considerations will become critical at some point in the future, possibly within the 20-year planning period, and may prove to be a deciding factor in the dual path planning process.

#### *Commercial Passenger Service*

Expansion and growth in the commercial passenger service market at SUN could be hampered in the future by site constraints on facility improvements. Lack of flexibility to meet airline needs may result in a negative impact on the local economy over time.

#### *Land Use and Noise*

Non-airport development has encroached closely upon the Airport boundary in recent years. This type of development increases the potential for noise issues and compromises the Airport's ability to meet future needs. The Airport should work cooperatively with the communities it serves to prevent the creation of new incompatible land uses in the Airport vicinity and avoid increases in average aircraft noise levels. Encroachment of development around the Airport will continue to create tension between the Airport and its neighbors, and it will be much easier to prevent incompatible uses than to address them after they have been built.

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 6/01/15 **DEPARTMENT:** Community Development **DEPT. HEAD SIGNATURE:** LH

**SUBJECT:** Presentation from BSU graduate student Dean Gunderson on Town Square process and site analysis.

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code 5.20  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

BSU graduate student Dean Gunderson has worked with Dean Gunderson has been working with the City on a Town Square Project. The project has three basic components:

- 1) Focus Groups: programmatic input. This phase would reach out to key focus groups and citizenry to identify programmatic elements that should be included in a town square design. (January-March 2, 2015).
- 2) Public Survey Effort. The survey will provide a statistical response to the information developed during the focus group meetings. A target of 350 responses has been established. (February 26-March 26, 2015).
- 3) Site identification and evaluation. Input from focus groups and the survey will be used to identify 8-10 potential town square sites. The top sites will be analyzed and a preferred site identified in a final report (March 27-June 2).

We are now at step 3. Mr. Gunderson will be attending the meeting and making a recommendation to the City.

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:** Caselle # \_\_\_\_\_  
 Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_  
 Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
 Staff Contact: Lisa Horowitz Phone # 788-9815 #13

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)

<input checked="" type="checkbox"/> City Attorney	<input checked="" type="checkbox"/> City Administrator	<input type="checkbox"/> Engineer	<input type="checkbox"/> Building
<input type="checkbox"/> Library	<input type="checkbox"/> Planning	<input type="checkbox"/> Fire Dept.	<input type="checkbox"/> _____
<input type="checkbox"/> Safety Committee	<input type="checkbox"/> P & Z Commission	<input type="checkbox"/> Police	<input type="checkbox"/> _____
<input type="checkbox"/> Streets	<input type="checkbox"/> Public Works, Parks	<input checked="" type="checkbox"/> Mayor	<input type="checkbox"/> _____

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

No action is requested at this time.

**ADMINISTRATIVE COMMENTS/APPROVAL:**

City Administrator \_\_\_\_\_ Dept. Head Attend Meeting (circle one) Yes No

**ACTION OF THE CITY COUNCIL:**

Date \_\_\_\_\_  
City Clerk \_\_\_\_\_

**FOLLOW-UP:**

\*Ord./Res./Agmt./Order Originals: \_\_\_\_\_ \*Additional/Exceptional Originals to: \_\_\_\_\_  
Copies (all info.): \_\_\_\_\_ Copies  
Instrument # \_\_\_\_\_

- ← PARKING LOT-1 BLOCK
- ← SCHOOL DIST OFFICE-1 1/2 BLKS
- ← HOP PORTER PARK-2 BLKS
- ← LION'S PARK-1/3 MILE
- ← ANIMAL SHELTER-1.2 MILES
- ← ROTO-RUN SKI AREA-2.8 MILES
- ← BMX TRACK-3.1 MILES

# HAILEY

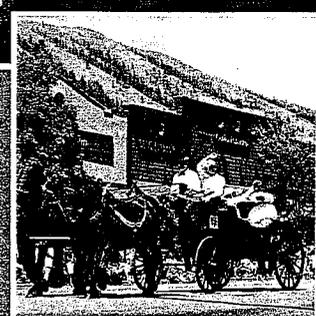
A Town Square  
for Every Season



*Shortley's*



BOISE STATE UNIVERSITY  
COLLEGE OF SOCIAL SCIENCES  
AND PUBLIC AFFAIRS  
Department of Community  
and International Planning



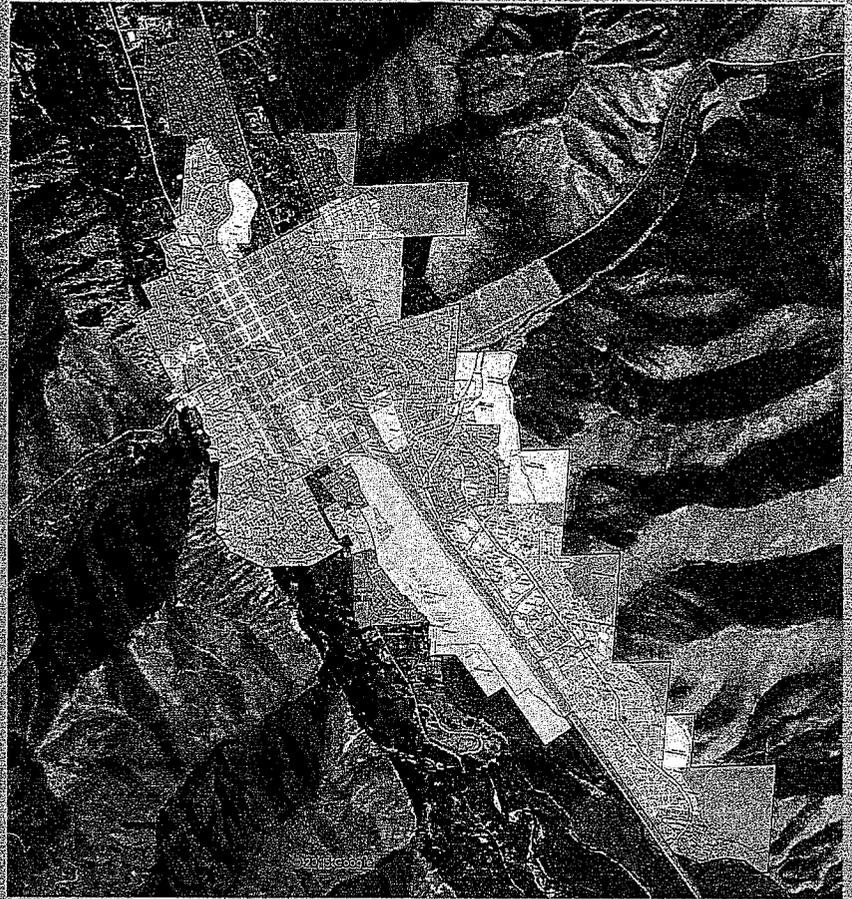


BOISE STATE UNIVERSITY  
COLLEGE OF SOCIAL SCIENCES  
AND PUBLIC AFFAIRS  
Department of Community  
and Regional Planning

## Planning education in America's great outdoors

The Department of Community and Regional Planning wants to provide students, professional planners, community leaders and elected officials in the State of Idaho and the Inner Mountain West with the tools and insights necessary to address the planning issues of the future. We specifically focus on the planning issues that are faced by small and mid-sized cities of the West. While the issues are not unique to these places, the context and characteristics of the "West" call for planning strategies that take advantage of unique opportunities and challenges.

Our mission is to increase the planning capacity within western communities through leveraging research, instruction, and community engagement. A challenge in doing so is that communities and regions face significant social, political and economic constraints whether they are a rural community, a growing suburban area or a medium sized city.



## THE PROJECT

**The City of Hailey partnered with Boise State's Dean Gunderson to conduct a public engagement process that would help the community gauge its support for a new Town Square, help develop a set of programmatic elements for that urban open space, and help located the best probable location for a new Town Square.**

*Cover photos: Bow Bridge, Sun Valley Mag;  
Hailey 4th of July, Carol Waller;  
Hope Garden, The Hunger Coalition*

## TABLE OF CONTENTS

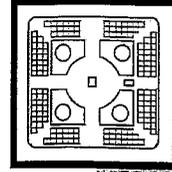
3	Executive Summary	■
4	Current Conditions	■
5	Planning Approach	■
6	Research Results	■
11	Research Conclusions	■
12	Programmatic Elements	■
15	Site Analysis	■
20	Next Steps	■

*"Good experiences come mostly in town squares, people watching. It's an important focal point. Western Towns are way too linear and the streets are way too wide — so the square could "fix" the inherent physical problems of the Western Town. It could counteract the way such communities are dispersed."*

*Hailey resident and business owner*



# Executive Summary



As the town of Hailey has grown, the lack of a centrally located place for residents to gather and celebrate has become a stumbling block for community participation. Over the past three years the city has sponsored an annual Holiday Market; which has served as a pop-up Town Square. While the location has varied from year to year, the sentiments of residents towards the creation of a permanent Town Square is generally favorable. The difficulties with moving forward with such a capital project are multi-fold. From financing, to placement, even to the ultimate size of the square are all questions left to be answered.

The community has recently updated & adopted its Urban Renewal Plan, setting the final district boundaries and list of potential capital projects. This plan is referred to as the Gateway District Urban Renewal Project and one of the plan's proposed projects is a "downtown plaza" (also referred to as a "central town plaza") – with an **all-inclusive budget of \$1.525M**. Within the plan, the plaza's line item budget is under the heading of "Downtown Public Infrastructure Improvements", and is not mixed with the *Street Improvements, Water System Improvement, Public Art, or Other Public Facilities* budget line items.

This research effort was undertaken in an effort to plumb the depths of public sentiment regarding the Town Square, and to assemble a set of programmatic design criteria for such an urban open space. These criteria fell into three distinct categories of preferences; *Adjacencies, Activities, and Amenities*. Additionally, the research lead to a prioritization of a list of potential spaces in the downtown area that could support a new Town Square.

Both the focus group participants and the public survey respondents indicate a significant support for the creation of a new Town Square for the City of Hailey. This support is shared among residents, employees, and business owners throughout the community.

Of the twelve sites evaluated, two show genuine promise - the site of the original pop-up Holiday Market located adjacent to the City Hall near the intersection of Cory and Main Streets, and the portion of Carbonate Street adjacent to the Sun Valley Brewing Company near the intersection of Carbonate and Main Streets.

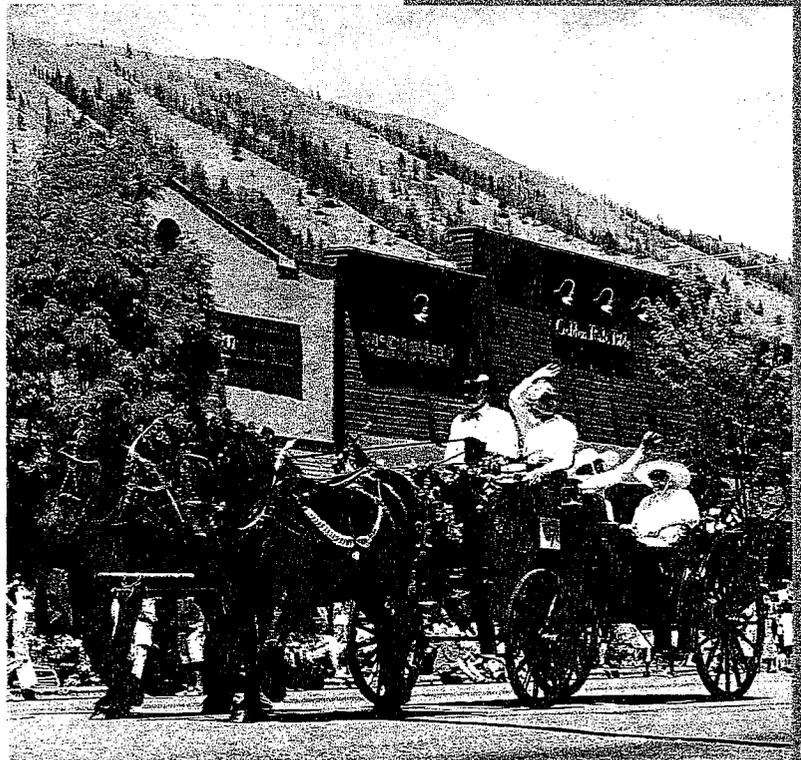
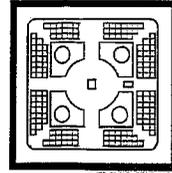


Photo: Hailey 4th of July, Carol Waller

## Current Conditions



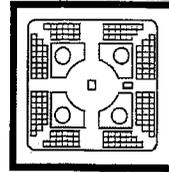
The City of Hailey is a town of approximately 8,000 residents located in the mountainous central region of Idaho. It serves as the county seat of Blaine County and hosts the county's largest airport, the municipally-owned Friedman Memorial Airport – with daily flights to Salt Lake City, Boise, and Seattle (during the ski season, daily flights are available to Los Angeles and Oakland). The entire community is 3.65 square miles in size, giving it a population density of just under 2,200 people per square mile.

The town plat was filed in 1881, with the majority of the land holdings being sold to the Idaho and Oregon Land Improvement Company in 1882. This company was the land development arm of the Oregon Short Line Railroad Company, itself a subsidiary of the Union Pacific Railway, and its officers helped plat and develop a number of county seat communities throughout Idaho and Oregon. Perhaps due to the company's expansive land speculation interest, many of the communities it help found along its rail corridors were not platted with a Town Square. Hailey, like many such Idahoan communities, was not platted with any form of centralized civic open spaces in mind. Such towns have been left to assemble parcels outside of their town centers for recreational parks – parks which cannot effectively accommodate the more mercantile functions of a Town Square (or host attributes that can work synergistically with the town's economic forces). While it is possible that some civic functions can be accommodated within these more remote parks, their lack of centrality undermines the spaces' ability to effectively tie these activities to the central core of their respective communities.

As Hailey has grown in its constraining valley it has expanded to the north and south, with very little expansion into the valleys to the east and west of the town. The linear community form that has emerged has contributed to a distinct north and south community sectors, the residents of which have little opportunity to mingle and celebrate their role as active members of a single town. This has led to a general loss of cohesiveness in the community's downtown area, with many residents traveling outside the community to avail themselves of shopping and entertainment opportunities. In 2013 the town's leadership adopted the Gateway District Urban Renewal Project, as the guiding document for the Hailey Urban Renewal Agency. The Agency may use Revenue Allocation Financing to fund the Gateway projects within its district, one of which is the Town Square.

*"I think the Town Square is important for an economic base to make sure dollars don't out-migrate. Hailey is already disbursed, so we need something in the flow that can knit the community together."*

# Planning Approach



The principle services delivered by this Project has fallen into six distinct phases:

- 1) The establishment of the project's scope of work,
- 2) Securing the necessary municipal and academic approvals necessary to commence the work,
- 3) Conducting a set of structured/semi-structured focus groups,
- 4) The preparation and subsequent administration of a public survey,
- 5) The identification of the preferred site for the Town Square along with the preparation of a more detailed set of programmatic criteria for this open space, and
- 6) The compilation of the information gleaned into a comprehensive report.

The majority of work, and majority public interest, occurred in phases 3 thru 5; with this document servicing as a distillation of the much longer and detailed Comprehensive Report

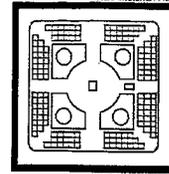
In late February 2015 four focus group sessions were conducted in which the participants were asked to work together in teams to construct a series of models that would explain their responses to a set of three questions. These questions being: What **adjacent** uses do you consider to be appropriate near a new Town Square? What kinds of **activities** do you envision occurring in a new Town Square (that would work well with your adjacent uses)? and, What kinds of **amenities** would you like to see in a new Town Square (that would support your list of activities)?

The responses from these focus groups were used to write a city-wide public survey that ran from early to late March 2015, an invitation to participate in the survey was mailed out to all utility bill payers and was advertised in the town newsletter. Community members were asked to list their preferred **adjacencies**, **activities**, and **amenities**.

They were also asked whether they supported the construction of a new Town Square, and whether they were a resident of Hailey, and/or an owner of a business located in Hailey, and/or an employee of a business located in Hailey. Both the focus group and survey results were used to craft a set of programmatic elements for a new Town Square, and to develop a matrix that helped prioritize eleven potential sites for a new Town Square. But, perhaps most importantly, the public engagement process itself was used to initiate a sense of community buy-in and support for an important new public space in Hailey.

*"This is about common values, across the board, the Town Square planning process will allow us to think about what makes us happy, not just me personally. This allows us to start having bigger conversations about community issues."*

# Research Results



The first phase of public engagement involved conducting a series of stakeholder focus group sessions. A total of 33 individuals participated in four sessions, representing the interest of the Chamber of Commerce, the Arts Commission, Citizen Activists, Environmental Stewards, Senior Citizens, Planning & Zoning Commission, City Employees, Downtown Employees, and Parents.

The participants were divided into ten teams to address the questions of **adjacencies**, **activities**, and **amenities**. Unlike typical stakeholder focus groups, these teams were tasked with a participatory project with each question, to build a three-dimensional model representing their ideas followed by a brief presentation of their model to the other teams in the session. All told, the teams produced 30 models of their preferred relationships and nearly three hours of recorded dialogue.

Digital images of all the models were made and the recorded audio was transcribed and coded.

The participants expressed *10 types* of acceptable **adjacencies** next to a Town Square - from Restaurants & Cafes to Retail Shops & Offices, and from Parking & Transit to Banks & Public Restrooms.

They also identified *14 kinds* of preferred **activities** that would occur in a Town Square - from Music Performances & Farmers Markets to People Watching & Art Classes, and from Seasonal Celebrations & Quietly Sitting to Drinking Coffee & Playing Chess to Watching a Play to Listening to Buskers.

They also identified *16 kinds* of preferred **amenities** within the Town Square - from Shade Trees & Public Art to Accommodations for Food Carts & a Performance Stage, and from Benches & Tables to a Fire Pit & Night Lighting.

These results were then used to craft a simple eight-question public survey, in part used to vet the stakeholders' range of preferences.

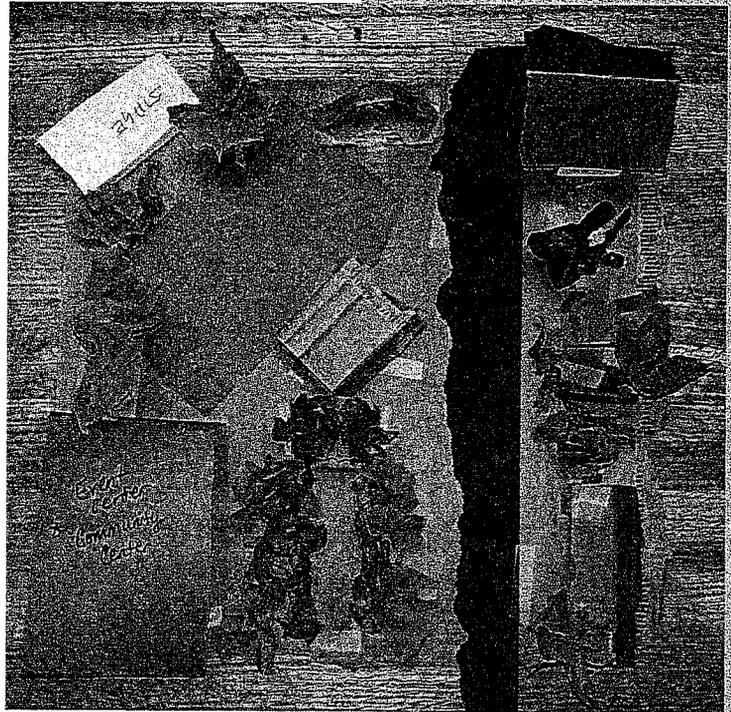


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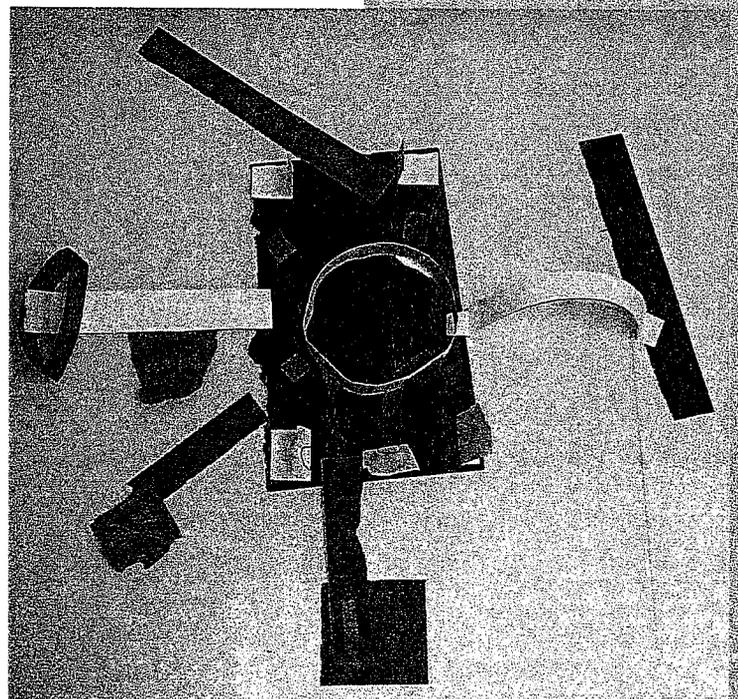
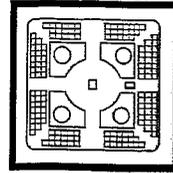


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The public survey was conducted through the first three weeks of March 2015. Invitations were sent out to all 3,318 households and property owners in the city, and shortcuts to the survey were provided on all public-access computers at the Hailey Public Library.

All responses to the survey were cross-referenced to all known property addresses located with the City of Hailey, resulting in 134 certified responses. These responses (see the figure on this page) were well distributed around the city. This number, provided a **95% level of confidence** in the analysis results - with a **+/- 8.28% margin of error**.

In addition to the answers to the survey questions, the distance from each respondent's property to the intersection of Main & Bullion Streets was added to the data being analyzed. The respondents' status (their selections of resident, business owner, employee) generated a total of seven possible combinations.

These were re-aggregated into three principal categories: **Principally Residential**, **Residential / Business Mix**, and **Principally Business**. This was done to compare the relative support for, and list of preferences for, a new Town Square across the range of economic interests.

Additionally, the distance information was re-aggregated into three tiers. These were for those respondents who lived or worked **within a five-minute walk** of the main intersection in town, **within a five-to-ten minute walk** of the main intersection, or **greater than a 10-minute walk** (and consequently far more likely to drive to downtown). For this purpose, these walking distances correspond to within a 1/4-mile (5-minute), between a 1/4-mile and a 1/2-mile (5- to 10-minute), and greater than a 1/2-mile (greater than a 10-minute).

This was done to assess whether there were any discernible differences in the way walking distance to the main intersection in town (and its likely proximity to a new Town Square) influenced a respondent's set of possible attributes (adjacencies, activities, and amenities).

The range of selected adjacencies, activities, and amenities were also re-aggregated into sets - based on the number of preferences each respondent chose for each attribute. These are referred to as ranges of "richness" (with low, moderate, and high levels of richness being possible).

*"If you want  
community, we  
need our own  
square (not  
Ketchum's)."*

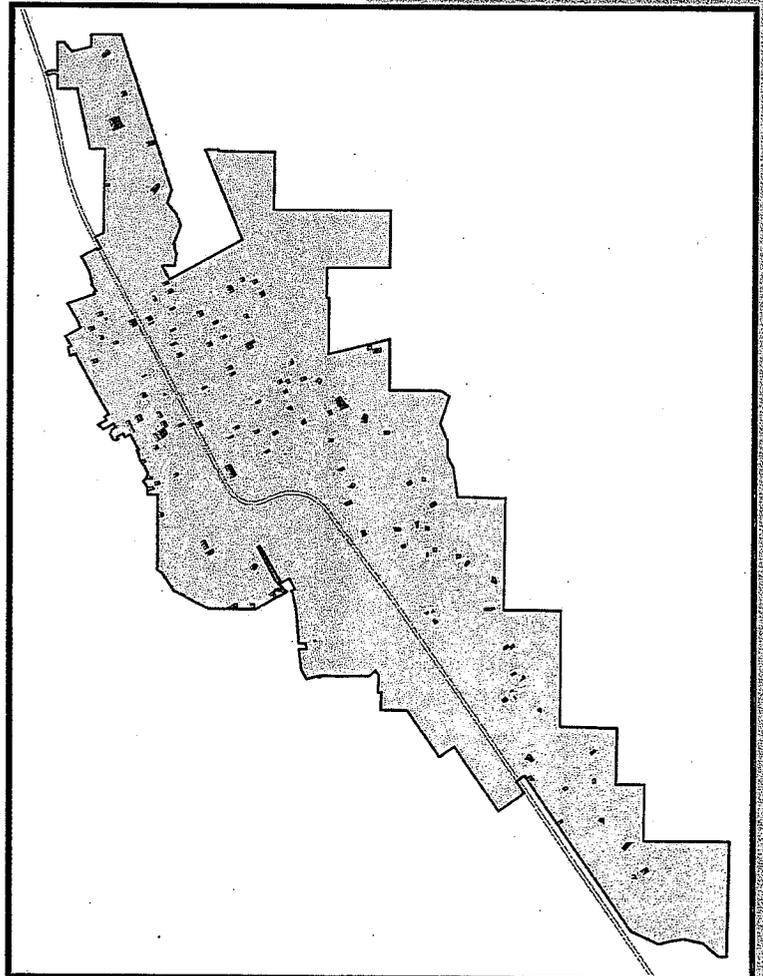
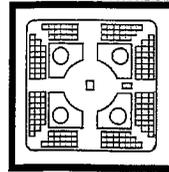


Figure 1: Survey Response Distribution



The results of the re-aggregated respondent status indicate that the majority of Hailey residents who live in the community do not work at, or own, a business in town.

Yet what is of interest is that there are nearly twice as many business owners and employees of businesses located in Hailey who reside in the community (represented by the Residential / Business Mix category), than those who simply commute into town for the work day.

This difference did result in a statistically significant shift in attitudes towards the creation of a new Town Square in Hailey.

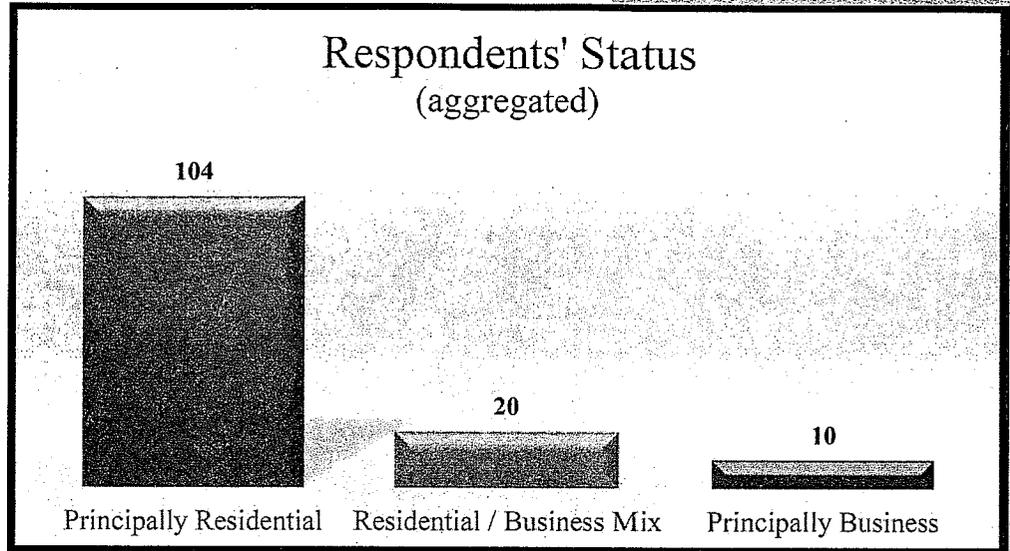


Figure 2: Distribution of Respondents, by Respondent Status

Contrary to the City of Hailey's initial concerns, there appears to be only scant business opposition to the creation of a new Town Square. Of the ten Principally Business respondents to the survey, only two expressed strong disagreement over the need to build a Town Square.

Further, if a business owner or employee was also a resident in the community their expression of support climbs from 30% to 65%.

As might be expected, the single largest group of Principally Business respondents were neutral on the subject at 30%. This percentage also drops to a mere 10% when those respondents were also residents within the town, with their opinion shifting towards support.

Only 15% of all respondents expressed any level of opposition for a new Town Square.

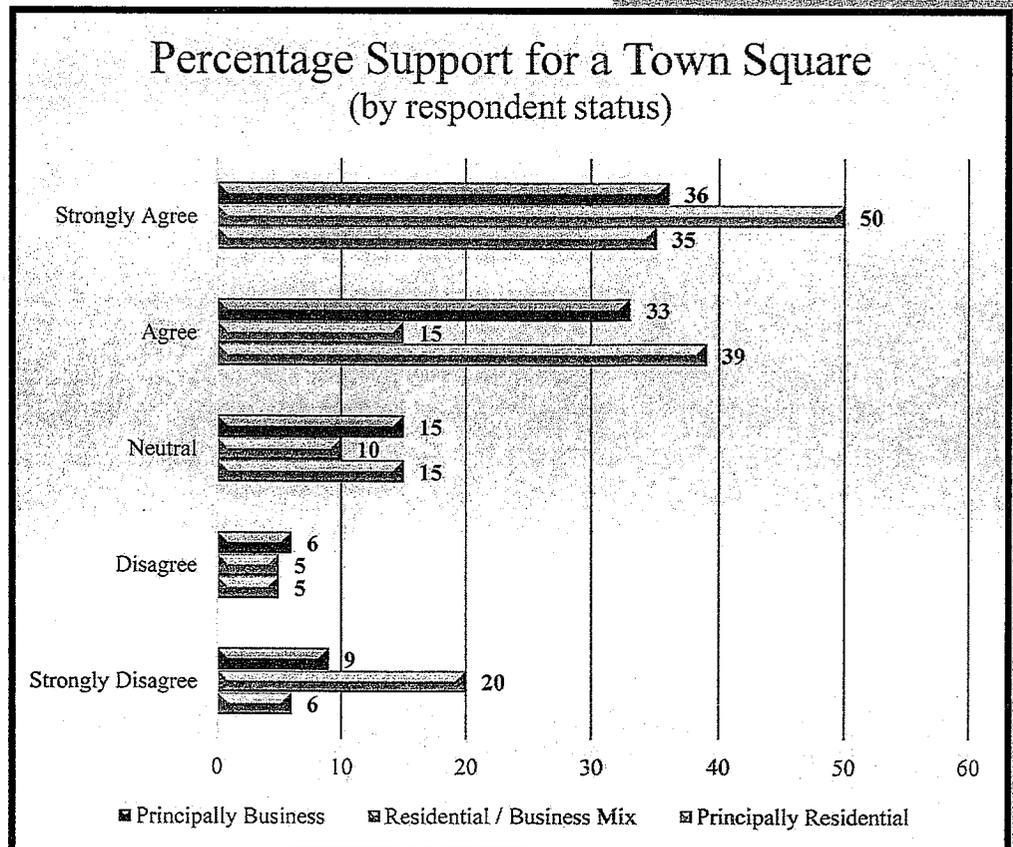
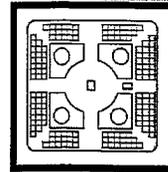


Figure 3: Percentage of Support for Town Square, by Respondent Status



The results of the survey indicate that a large percentage of respondents live further than a 10-minute walk from the center of town - and the likely location of any new Town Square.

There are relatively few residents living within a 5-minute walk of the downtown, with a considerable percentage living more than a 10-minute walk from the center of town.

Referring back to the distribution of survey responses, this Walking Tier aggregation further confirms the correspondence of the data to the general configuration of the town.

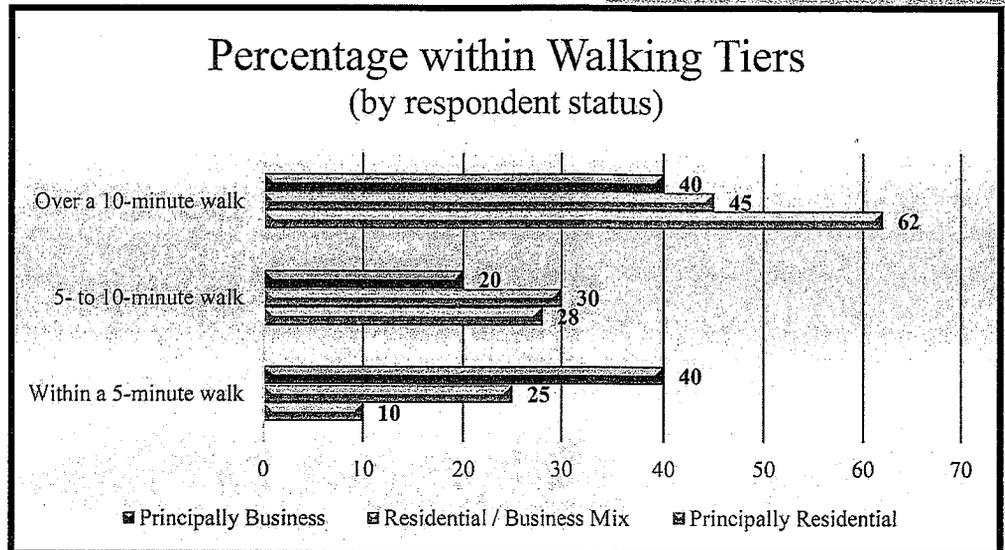


Figure 4: Percentage of Respondents in Walking Tiers, by Respondent Status

As will be seen later in this report, this does influence the list of attributes requested for a new Town Square. The *National Household Travel Survey* has tracked American household travel patterns over the last several decades; which indicates that many people will walk to a destination if it is within a 5-minute walk (or a 1/4-mile) and that for significant destinations (for work or a transit hub) many people will be willing to walk upwards of 10 minutes (or a 1/2-mile). But, for distances greater than a 1/2-mile many Americans prefer to drive or ride a bike.

This image provides a sense of scale to these distances. This image, modified by the author, was published by the Transportation Research Board.

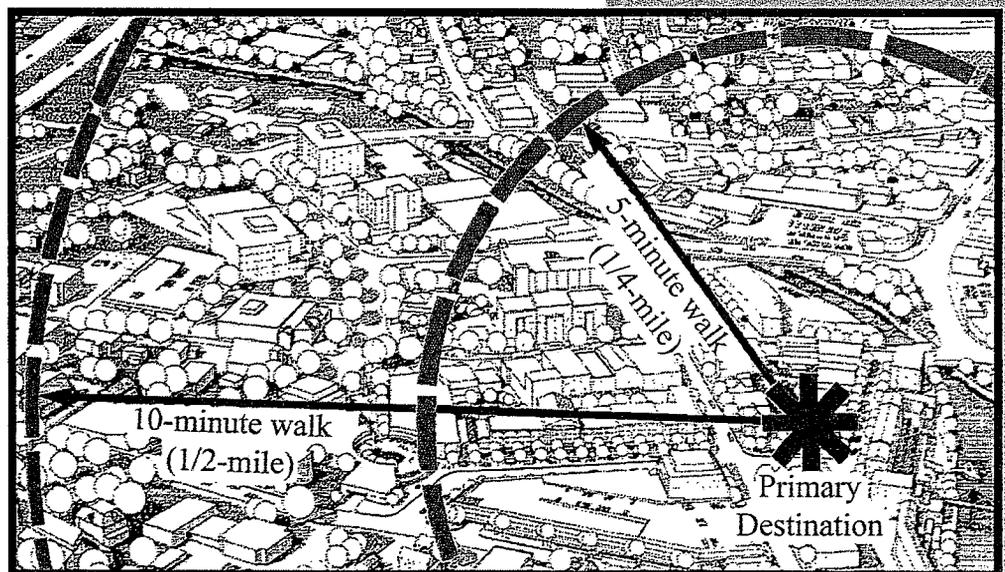
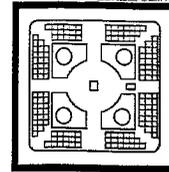


Figure 5: Graphic Depiction of Walking Distances

The three types of attributes for a new Town Square were aggregated into a range of "richness" based upon the number of choices selected by the various respondents - there divided into *high*, *moderate*, and *low* ranges.



For **adjacencies**, ten possible choices were available. The number of choices selected for the three ranges were:

- Low** 0 - 3 Selections
- Moderate** 4 - 7 Selections
- High** 8 - 10 Selections

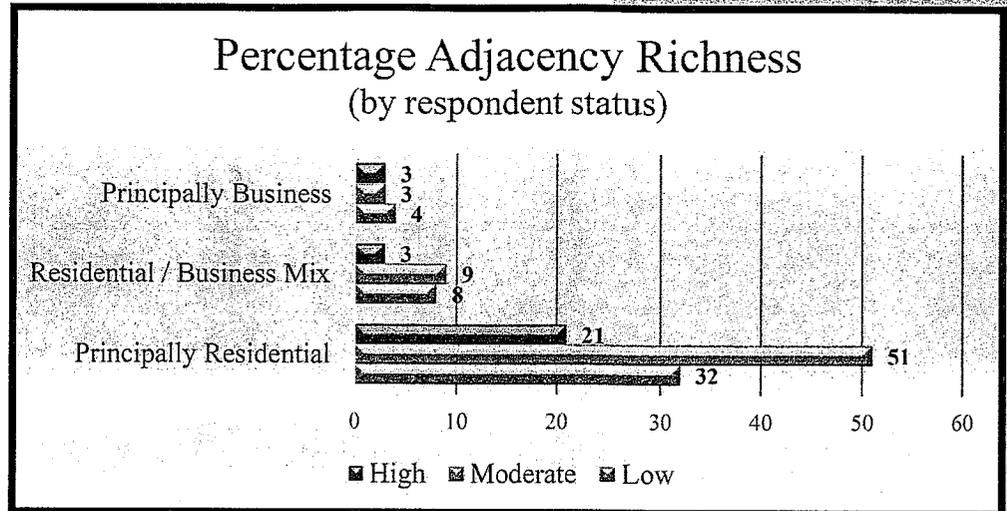


Figure 6: Adjacency Richness, by Respondent Status

For **activities**, fourteen possible choices were available. The number of choices selected for the three ranges were:

- Low** 0 - 4 Selections
- Moderate** 5 - 9 Selections
- High** 10 - 14 Selections

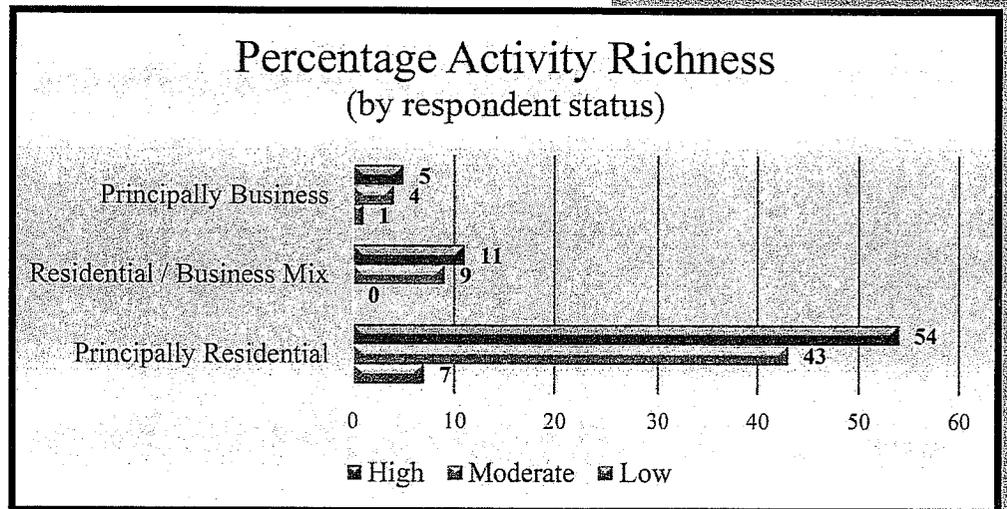


Figure 7: Activity Richness, by Respondent Status

For **amenities**, sixteen possible choices were available. The number of choices selected for the three ranges were:

- Low** 0 - 5 Selections
- Moderate** 6 - 11 Selections
- High** 12 - 16 Selections

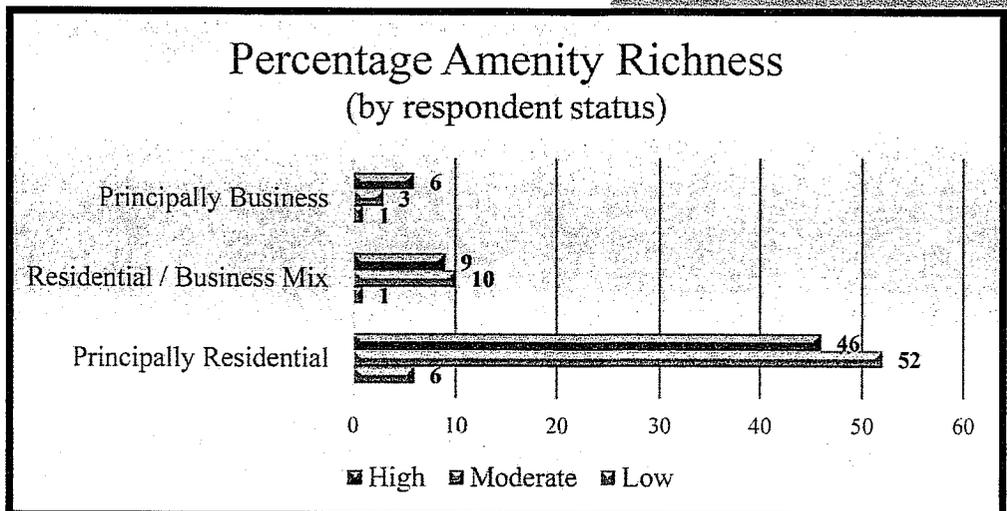
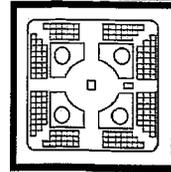


Figure 8: Amenity Richness, by Respondent Status

## Research Conclusions



Hailey citizens preferred a moderate amount of adjacencies, reflecting a general level of support for the location of a new Town Square in the center of town with fewer direct connections to residential areas (unlike the general location preferences for recreational parks).

The highest ranked grouping of *adjacencies* were a **Bus Stop**, an **Area to Expand**, and **Parking Opportunities** to be located near a new Town Square. The second highest grouping of adjacencies were a **Coffee Shop**, a **Restaurant**, and a **Bike Share** station to be located near a new Town Square. When compared to the Walking Tier results, with the majority of respondents living greater than a 10-minute walk from the center of town (and therefore less likely to walk), the high number of requests for a transportation accommodations near a new Town Square (Bus Stop, Parking, and Bike Share) is understandable.

Hailey citizens also preferred a higher level of scheduled activities to occur within a new Town Square (compared to impromptu unscheduled "happenings"), reflecting support for a more staid and predictable level of activity within this public space. With 41% of those who Agree and 53% of those who Strongly Agree for the need for a new Town Square expressing the greatest support for moderate to high levels of activities within this space.

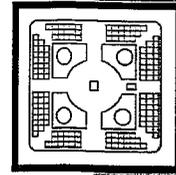
The highest ranked grouping of *activities* were **Seasonal Markets** (like the current pop-up Holiday Market), **Community Events** (where residents can come together for more structured gatherings), **Public Performances** (like outdoor movies, or activities akin to Boise's *Alive After 5*), and a **Weekly Market** (with strong support for accommodations for the Farmers Market within the Town Square). The second highest ranked grouping of activities were **Public Gatherings**, **Outdoor Classes & Events**, **Group Music** and **Fun Runs**. Again, reflecting a desire for a more managed and curated environment.

Most Hailey citizens preferred a moderate to high level of amenities within a new Town Square, reflecting a desire for an urban plaza that is less a one-stop open space (where all needs can be met) and more a compact area that can accommodate the more-scheduled types of preferred activities. It is statistically significant that all respondents who expressed an opinion on the desire for a new Town Square (negative or positive), requested a moderate level of amenities further affirming the initial findings.

The highest ranked grouping of *amenities* were for **Benches**, **Bike Racks**, and **Summer Shade** reflecting a preference for a place to rest and connect with friends after traveling (perhaps by bike) to the Town Square. The second highest ranked grouping of amenities were for **Tables**, **Evening Lighting**, a **Drinking Fountain**, and a space for a **Christmas Tree**, reflecting a general sentiment that the Town Square should accommodate an extension of residential and customer comfort in the downtown area.

*"I'd like it to be used on a daily basis as a bustling center rather than a big open space that looks empty and desolate except when an event is going on, including winter. If it's done well, it could be a real asset to our community."*

# Programmatic Elements



The Programmatic Elements section will elaborate on the full range of preferred adjacencies, activities, and amenities to list the top-most public choices and from these derive a set of programmatic criteria for a new Town Square for Hailey.

It was observed that the breaks in the list of preferences fell into four natural tiers. The top two tiers were taken as relevant programmatic elements for the new Town Square based on Hailey citizen requests.

As has been mentioned, the list of preferred adjacencies indicates a location within the downtown core, with nearby capacity for transportation options and an ability to flexibly accommodate a range of Town Square uses that may have larger space needs than would be typical for its normal operation.

The 1st Ranked adjacencies are: **Bus Stop, Area to Expand, and Parking.**

The 2nd Ranked adjacencies are: **Coffee Shop, Restaurant, and Bike Share.**

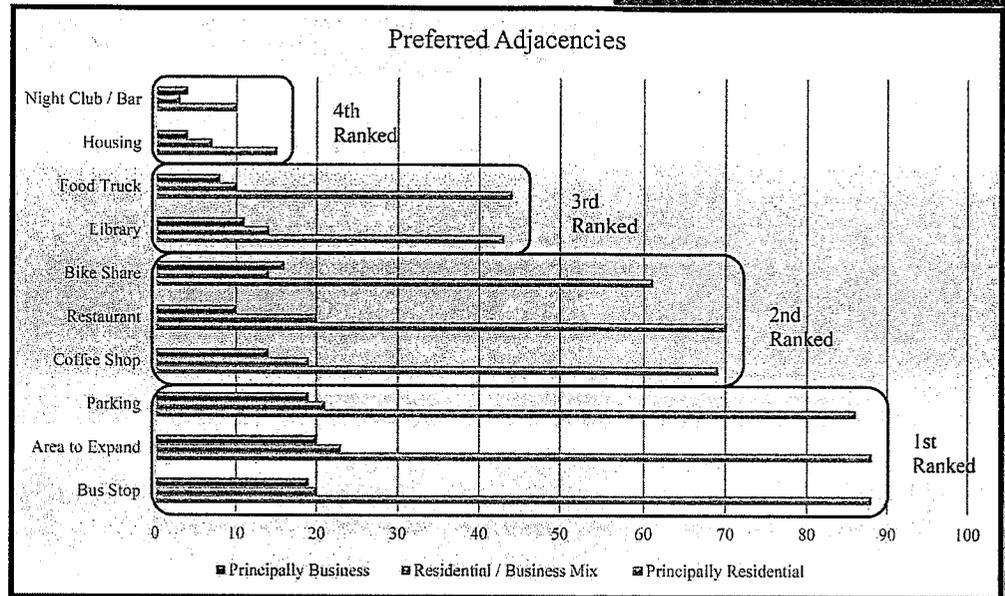


Figure 9: Preferred Adjacencies, by Respondent Status

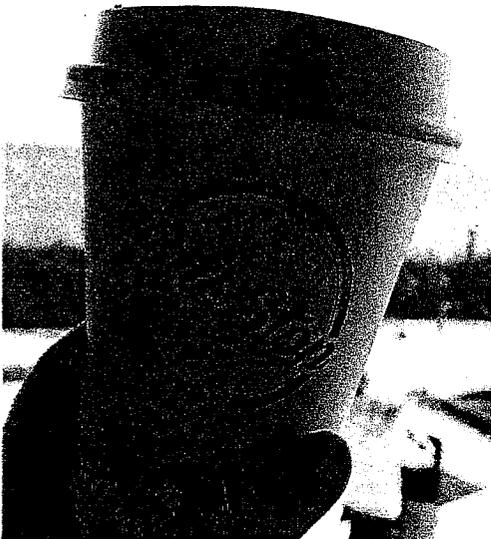
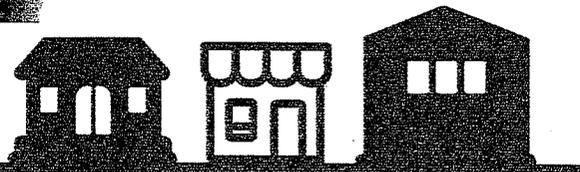
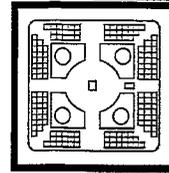


Photo: Rotunda Media





The list of preferred activities indicates a preference for more organized events, though within these events more spontaneous activity could occur.

The 1st Ranked activities are: **Seasonal Markets** (like the current Holiday Market), **Community Events** (e.g., pancake feeds), **Public Performances** (e.g., plays), and **Weekly Markets** (with a strong preference to accommodate the Farmer's Market).

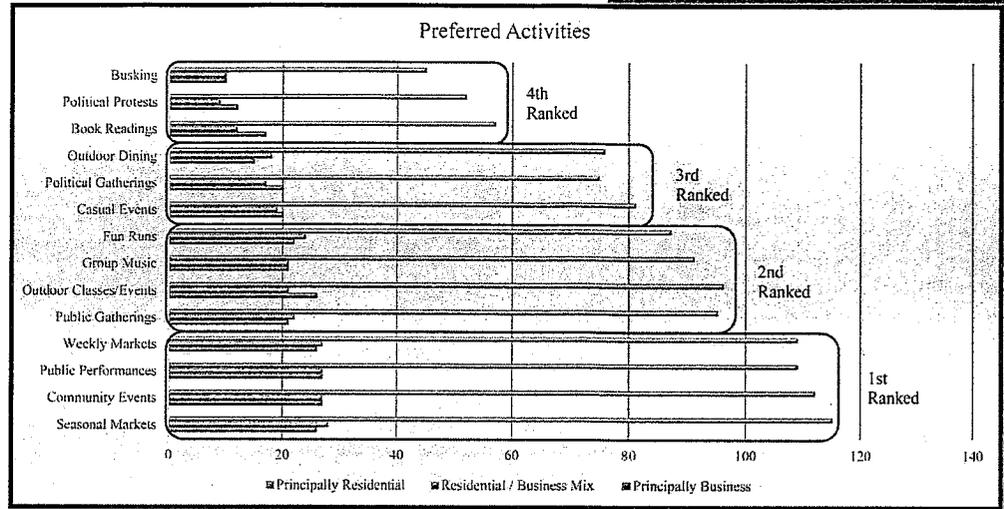
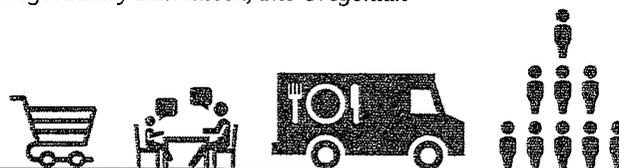


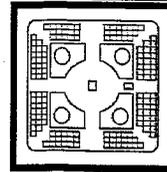
Figure 10: Preferred Activities, by Respondent Status

The 2nd Ranked activities are: **Public Gatherings**, **Outdoor Classes and Events** (e.g., Tai Chi or Yoga classes, or an outdoor movie), **Group Music** (for free concerts), and **Fun Runs** (e.g., the Turkey Trot).



Photo: Farmers Market, Lake Oswego. Randy Rasmussen, The Oregonian





The list of preferred amenities indicates a preference for a Town Square designed to expand a downtown visitor's level of comfort - not necessarily a space that would offer a wide range of entertainment options.

The 1st Ranked amenities are: **Benches** (to sit at during people watching), **Bike Racks** (for visitors to the Town Square and for downtown employees), **Summer Shade** (to provide respite during hot summer days).

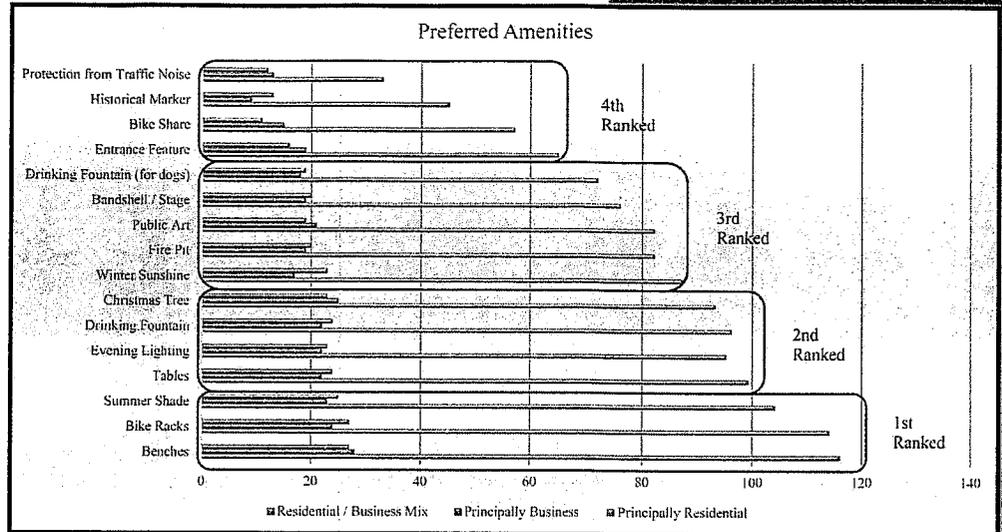


Figure 11: Preferred Amenities, by Respondent Status

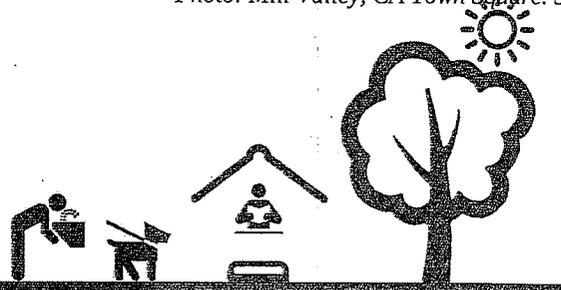
The 2nd Ranked amenities are: **Tables**, **Evening Lighting** (to extend a downtown visitor's activity past sunset), **Drinking Fountain**, and **Christmas Tree** (during the Winter Holiday Market).

While none of these amenities require a lot of space, the focus group and survey responses indicate a desire for a larger, cleared central area in the Town Square to accommodate a range of daily activities. Larger Weekly or Seasonal events could be accommodated in an adjacent expansion area.

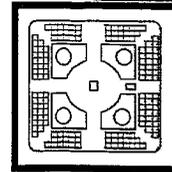
This expansion area could provide parking during regular operations, and provide power and set-up space for large weekly and seasonal activities. This allows the Town Square to retract to a smaller footprint during the remainder of the time, allowing the smaller daily events to provide a sense of fullness, intimacy, and activity in the space during most of its operational hours.



Photo: Mill Valley, CA Town Square. Sotheby's Intl. Realty



# Site Analysis



Twelve potential sites for a new Town Square were offered for consideration, the majority of which were clustered in the center of town.

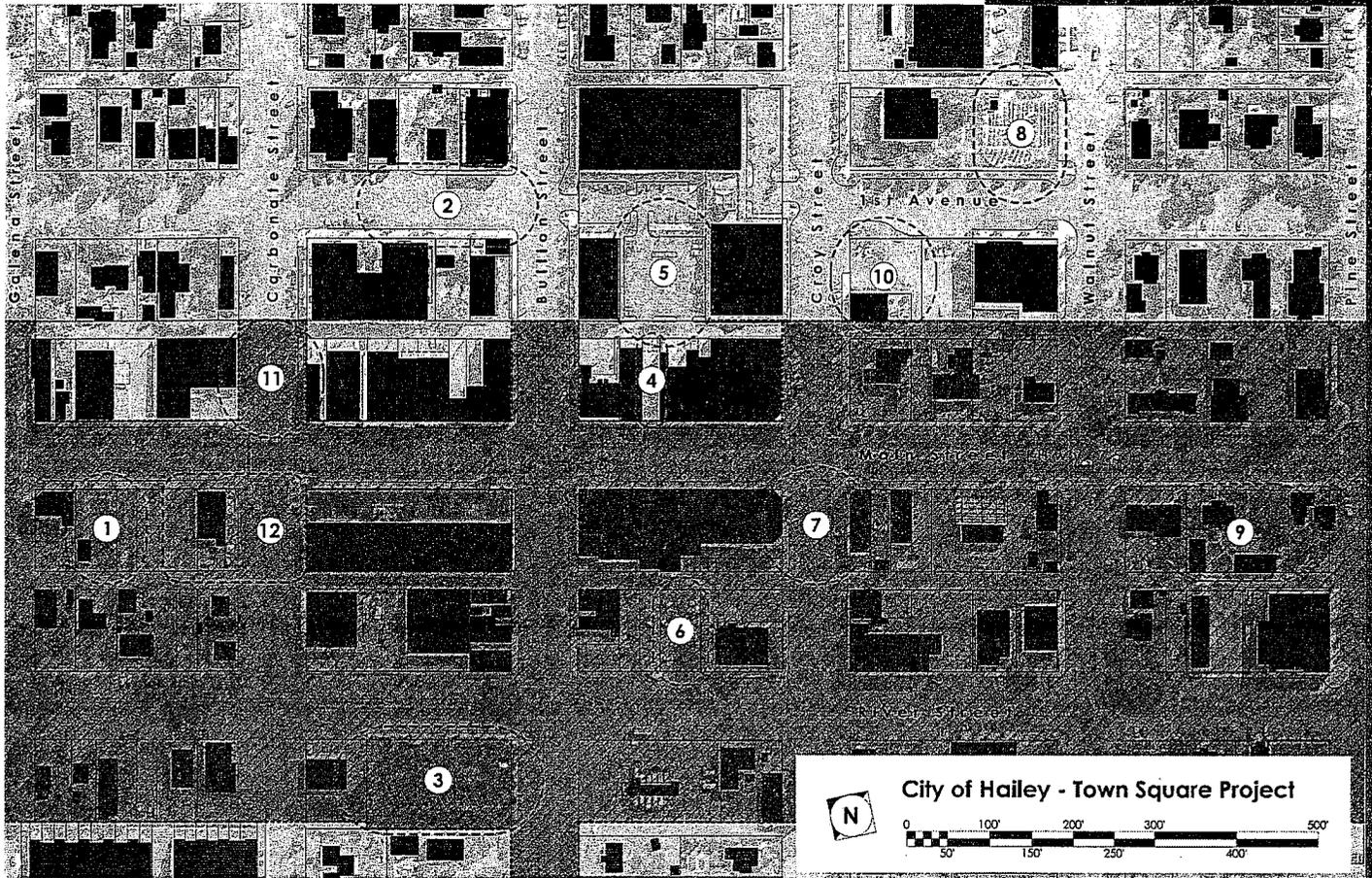
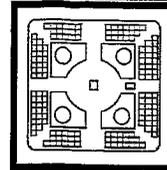


Figure 12: Location of Potential Sites

Site #	Street Address	Owner	Assessed Value	Size
1	211 Main Street	Montana Partners	\$516,000	10,800 sqft
2	100-block 1st Ave.	City of Hailey	\$0	11,000 sqft
3	101 River Street	City of Hailey	\$0	27,300 sqft
4	112 Main Street	Valley Entertainment	\$170,000	3,100 sqft
5	91 Croy Street	Alturas Partners	~\$500,000	7,000 sqft
6	0-block River St.	City of Hailey	\$0	7,200 sqft
7	0-block Croy St.	City of Hailey	\$0	7,200 sqft
8	206 1st Avenue	Blaine County	TBD	14,400 sqft
9	309 Main Street	FAPO Holdings	\$884,000	18,000 sqft
10	Croy St. & 1st Ave.	Douglas Aanestad	\$319,000	9,000 sqft
11	Carbonate & Main	City of Hailey	\$0	11,000 sqft
12	Carbonate/Main etc.	Hailey / Good Dirt LLC *	\$505,300	21,800 sqft

Table 1: Descriptions of Potential Sites

\* Does not include the Sturtos site, but does include the parcel to the north of Sturtos



The twelve sites were evaluated using five criteria: **1)** Is it within the Urban Renewal District, **2)** Is it cost effective, **3)** Is it adjacency receptive, **4)** Is it activity receptive, and **5)** Is it amenity receptive.

The first criteria is fairly straightforward and also the most critical, since without access to the Urban Renewal District's revenue allocation funding all land, design, and construction costs would have to be borne by the city's general fund. The District has already allocated \$1.525M for a downtown plaza, none of which would be available for site acquisition and development outside of the District. The *Gateway District Urban Renewal Project* boundaries rest within the blue boundaries in the previous image.

The next four criteria are broken into three groups; *low*, *moderate*, and *high* - each with its own specific ranges.

The **cost effectiveness** tiers refer the the likely costs to acquire and develop the parcel as a Town Square -- and to some degree the source of funding (the city or the renewal district), and any costs for replaced/displaced infrastructure.

The **adjacency receptiveness** tiers refer to the site's proximity to the range of preferred adjacencies, and distance from undesirable proximities.

The **activity receptiveness** tiers refer the the site's ability to accommodate the full range of preferred activities, without an excess of space.

The **amenity receptiveness** tiers refer to the site's ability to support the range of expressed amenities (or design elements), again without an excess of space.

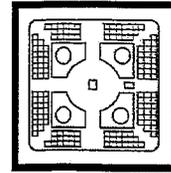
Site	In URD	Cost Eff.	Adj. Recp.	Act. Recp.	Amn. Recp.	Score
1	Yes	Low	Moderate	Low	High	7
2	No	Low	High	High	High	0
3	Yes	Moderate	Moderate	High	High	10
4	No	Low	High	Low	Low	0
5	No	Low	High	Low	Low	0
6	Yes	Moderate	Moderate	Moderate	Moderate	8
7	Yes	High	High	High	High	12
8	No	Low	Low	High	High	0
9	Yes	Low	High	High	High	10
10	No	Low	Low	Moderate	Moderate	0
11	Yes	High	Moderate	High	High	11
12	Yes	Low	High	High	High	10

*Table 2: Scoring of Potential Sites*

Scores were calculated by assigning the values 1-3 to the effectiveness and receptiveness values (low-high), respectively, then multiplying the aggregate values by 0 (for those sites *outside* the URD) or 1 (for those sites *within* the URD). **The two most optimal sites are #7 and #11.**

*"Let's set on a location that will be seen as a permanent location. This concept has been on the move and being discussed for years with no support for permanence. Plans keep happening and then they change. People get discouraged rebound and try again, but money, ideas, and dreams just vanish."*

## Next Steps



There are a series of next steps that the City of Hailey should undertake to proceed with the public discussion surrounding a new Town Square. Though it is apparent from the focus groups and survey that the community residents and business owners are supportive of creating a Town Square, it was apparent to the author that the public is under the impression that construction of previously identified capital improvements in the Gateway Urban Renewal District will result in an increase in a tax levy rate of properties.

### Discussions Regarding Funding

During the upcoming public discussions surrounding capital projects, to be held during the summer of 2015, it would be beneficial to hold a session on the various finance mechanism for public projects. These mechanisms can greatly affect the public sentiments regarding the probable costs of various projects – of which, the Town Square is only one.

### Development of Downtown Master Plan

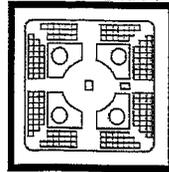
Since the purpose of any urban renewal project is to increase the value of properties within the District boundaries, there will likely be an increased desire to redevelop private properties in the District after the public improvement are constructed. Adequate protections should be put into place to ensure that the District-funded projects are not adversely impacted by such redevelopment, and that such private redevelopment accentuates the value of the improvements. Because the Town Square is so closely tied to the economic interest of businesses located in the downtown, it is possible that even under-developed parcels immediately adjacent to the Town Square will receive redevelopment interest. It would be preferential that such redevelopment could be guided to increase the impact of the amenities of the Town Square – and for the owners of those properties to know what would be expected of them as they proceed. In other communities that have invested in Town Squares (or urban plazas), a Master Plan for the area around the open space proved beneficial. The purpose of such a Downtown Master Plan would be to locate all the proposed capital projects identified in the Gateway Urban Renewal Plan, and to explore the various options for fully capitalizing on these improvements as downtown properties redevelop – and to ensure that existing historic structures are not marginalized.

### Commissioning

Whether the City of Hailey wishes to proceed with a new Town Square Project prior to the crafting of the aforementioned Downtown Master Plan, consultant selection for Town Square should rest heavily on that consultant's capacity to extend the public engagement process initiated with this research project.

*"Regarding the financing, we could phase in the construction with an incremental build-up while we forge partnerships."*

*"If this works, businesses will fight to have access to this Town Square!"*



## Management / Curation

The chief purpose for this public engagement process was to expand the level of public support for a new Town Square. As it moves forward with additional planning and commissioner of the project, the City of Hailey should work to ensure that the trust engendered during this process will be preserved. This will maximize the value of the social capital that has resulted from the public-programming steps so far taken.

One way to address both the curatorial and commissioning aspects would be to retain a consultant that has a proven history of conducting public charrettes. Retaining a consultant with certification from the National Charrette Institute would be one way for the city to ensure this curation of public trust will be maintained.

The management of the Town Square is a serious issue to address. Results from the survey suggest that the community is more supportive of a Town Square that is operated with a higher degree of scheduling than is currently provided for the community's existing parkland.

Some communities have relied upon their Urban Renewal Districts to provide this scheduling and maintenance (though this is often seen in cities where the District has revenue streams larger than the tax increment used to retire their debt). Another option seen in some communities is a Downtown Business Association taking over an operational and management role (this is often seen as a reliable way to secure an immediate benefit back to the business community, in exchange for the tax-increment financing of the project).

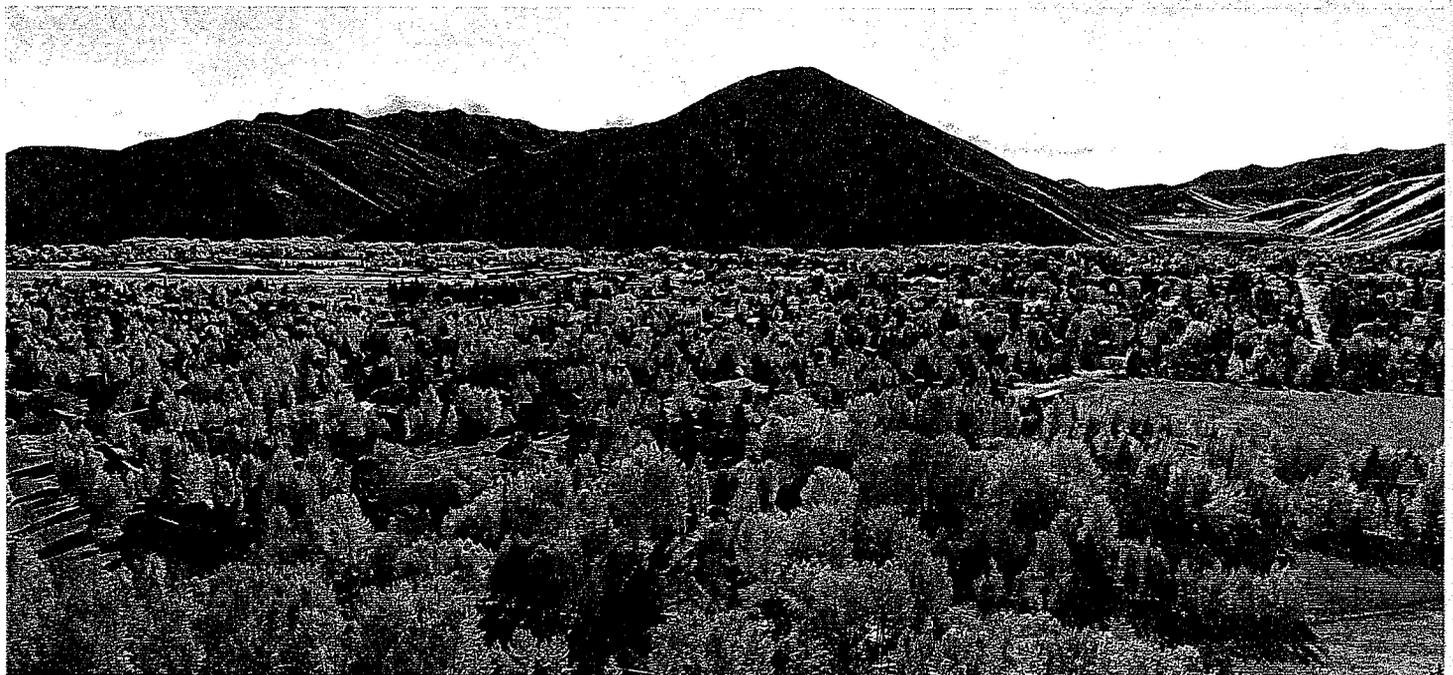


Photo: Hailey in the Fall, Carol Waller

My property  
floods because of  
poor sidewalks  
and lack of park  
maintenance  
money, but it is  
so important to  
do this, the Town  
Square will help  
build  
community

## Acknowledgements

The following individuals and groups have my profound thanks for their unique contributions to this report:

Citizens of Hailey, Idaho

Mayor Fritz Haemmerle

Council Member Carol Brown

Council Member Martha Burke

Council Member Don Keim

Council Member Pat Cooley

Lisa Horowitz, Community Development Director

Kristine Hilt, Community Development Coordinator

Heather Dawson, City Administrator

Roger Parker, Waste Water Superintendent

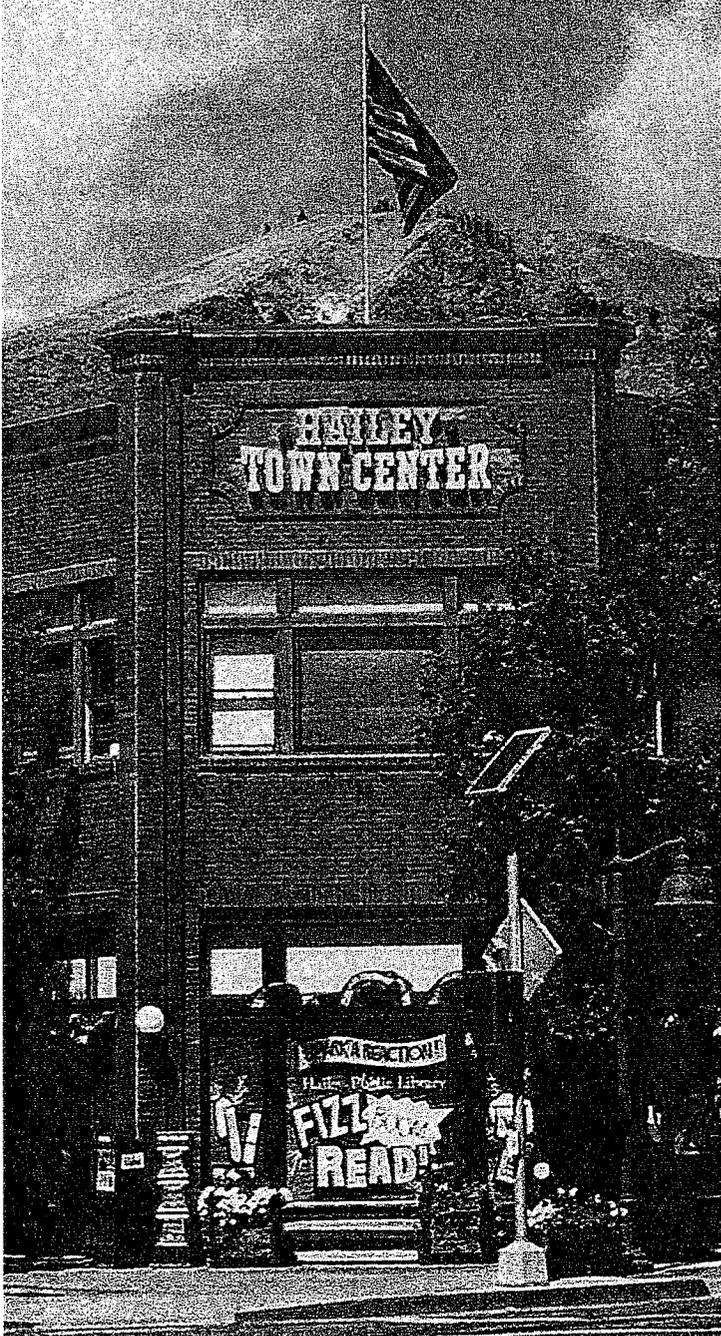
Hailey Idaho Chamber of Commerce

Blaine County Mapping Services

In addition, I would like to thank Dr. Susan Mason for her mentorship and guidance, Dr. Jaap Vos for his leadership and advice, and the entire faculty and staff of the Boise State University Department of Community and Regional Planning - without whom this report would not have been possible.



A Town Square for  
Every Season



Hailey: A Town Square for Every Season



BOISE STATE UNIVERSITY

COLLEGE OF SOCIAL SCIENCES  
AND PUBLIC AFFAIRS  
Department of Community  
and Regional Planning

CONTEMPORARY PLANNING & DESIGN

Dean Gunderson, Principal  
V: (208) 914-5797  
E: [gund.dan.design@gmail.com](mailto:gund.dan.design@gmail.com)

934 S. Waterion Ave.  
Eagle, ID 83616

**Return to Agenda**

AGENDA ITEM SUMMARY

DATE: 6-1-15

DEPARTMENT: Legal

DEPT. HEAD SIGNATURE: \_\_\_\_\_

SUBJECT:

Ordinance amendments to Chapters 5.24 and 9.08 of the Hailey Municipal Code reclassifying curfew and certain firework violations as infractions

AUTHORITY:  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

This year the state legislature amended several statutes which reclassified juvenile curfew violations from misdemeanors to infractions (*Idaho Code § 20-549*) and reclassified certain firework violations from misdemeanors to infractions (*Idaho Code § 39-2609*). I have been asked to revise our municipal code to make similar municipal violations an infraction, instead of a misdemeanor.

If the proposed amendment is acceptable, I would suggest waiving at least one reading so the ordinance amendment can be effective on July 1, 2015. That reading would most likely be waived on June 15, 2015. Please note that I made the ordinance effective date July 1, 2015.

Also please note that I am suggesting deleting some language in the curfew ordinance. See § 9.08.020(B)(10). In my opinion, that language adds nothing to the ordinance and is superfluous.

Ned

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # \_\_\_\_\_  
Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_  
Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
Staff Contact: \_\_\_\_\_ Phone # \_\_\_\_\_  
Comments: \_\_\_\_\_

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

___ City Attorney	___ Clerk / Finance Director	___ Engineer	___ Building
___ Library	___ Planning	___ Fire Dept.	_____
___ Safety Committee	___ P & Z Commission	___ Police	_____
___ Streets	___ Public Works, Parks	___ Mayor	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD

Conduct a public hearing, and if satisfactory, make a motion to approve Ordinance No. \_\_\_\_\_, to conduct the first reading of Ordinance No. \_\_\_\_\_ and to read by title only.

FOLLOW-UP REMARKS:

HAILEY ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF HAILEY AMENDING THE HAILEY MUNICIPAL CODE, BY AMENDING SECTION 5.24.100 TO MAKE CERTAIN FIREWORK VIOLATIONS AN INFRACTION; BY AMENDING SECTION 9.08.020 TO MAKE CURFEW VIOLATIONS AN INFRACTION; BY PROVIDING FOR A REPEALER CLAUSE; BY PROVIDING FOR A SEVERABILITY CLAUSE AND BY PROVIDING AN EFFECTIVE DATE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, effective July 1, 2015, Idaho law will be amended to make it an infraction to violate certain juvenile and fireworks statutes;

WHEREAS, the Hailey Municipal Code also governs the same conduct for juvenile and fireworks violations by making such violations a misdemeanor;

WHEREAS, the City of Hailey wishes to provide the same penalty for violations of the Hailey Municipal Code and for violations of the state law; and

WHEREAS, the Mayor and City Council find that the amendments to the Chapter will further the public health, safety and general welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, AS FOLLOWS:

**Section 1.** Section 5.24.100 of the Hailey Municipal Code is hereby amended by the addition of the underlined language and the deletion of the stricken language, as follows:

5.24.100 Penalties. A. It shall be the duty of every person issued a fireworks sales permit to comply with all the provisions of the Idaho State Fireworks Act as set forth in Idaho Code Section 39-2601, *et seq.* and this chapter. Violations of the act or any of the provisions of this chapter by the permittee, or by any of its agents, employees, or officers shall constitute a cause, in and of itself, to deny any subsequent application for a permit.

B. Any dangerous fireworks being stored or sold in a safe and sane fireworks stand shall be immediately confiscated by the fire chief and the permit to operate the stand shall be immediately revoked.

C. Any person, firm, association, corporation, or other entity which fails to comply with or violates any of the regulations hereof, except for subsection 5.24.095 of this Chapter, shall be guilty of a misdemeanor and upon conviction thereof shall be subject to a fine of not more than three hundred dollars, or imprisonment for a period not to exceed six months or both such fine and imprisonment, including any necessary restitution. A violation of subsection 5.24.095 of this Chapter shall constitute an infraction and shall be punishable by a fine of one hundred dollars (\$100). Each day that such violation continues shall be considered a separate offense.

D. Notwithstanding the existence or use of any other penalty or remedy any person who violates the provisions of this chapter or any of the rules promulgated pursuant to this chapter may, upon application to or with written consent of the city be enjoined in the manner

provided by law for continuing the violation. Fireworks being used in violation of this chapter may be confiscated by the city.

**Section 2.** Section 9.08.020 of the Hailey Municipal Code is hereby amended by the addition of the underlined language and deletion of the stricken language, as follows:

9.08.020 Curfew for minors. A. Age and Hour Restrictions. It shall be unlawful for any minor to be or remain in or upon the streets within the city of Hailey, at night, during the period beginning at twelve midnight a.m. and ending at five o'clock a.m. Sunday through Saturday.

B. Exceptions. In the following exceptional cases, a minor on a city street during the nocturnal hours shall not, however, be considered in violation of these curfew provisions:

1. When accompanied by a parent or guardian of said minor;  
2. When accompanied by an adult authorized by a parent of said minor;  
3. When exercising First Amendment rights protected by the United States Constitution, such as free exercise of religion, freedom of speech and the right of assembly;

4. When the minor is on the sidewalk of a place where said minor resides, or on the sidewalk of either next-door neighbor not communicating an objection to law enforcement;

5. When the minor is returning home, by a direct route from (and within one hour or reasonable travel time after the termination of) any legitimate activity consented to by the parent, school or community-sponsored activity or any activity or religious or other voluntary association such as night classes, library study, dances, proms, church socials, religious midnight masses or other late night religious services; political activities including council meetings, county commissioner meetings; and athletic events;

6. When the minor is returning home, by a direct route, from employment as evidenced by a certified letter of employment, renewable each calendar month when the current facts so warrant, dated or reissued not more than forty-five days previously, and briefly identifying the juvenile, the addresses of his home and of his place of employment and his hours of employment.

7. When the minor is, with parental consent in a motor vehicle and is engaged in point-to-point travel along the roadways. This provision applies to interstate movements along major routes through the city of Hailey and interstate travel beginning or ending in Hailey;

8. In the event of an emergency; and

9. When the minor has been legally emancipated;.

~~10. Each of the foregoing exceptions, and their several imitations, such as provisions for notification, are severable, as hereinafter provided shall be reemphasized. These exceptions will be considered by the city as warranted by future experience illuminated by the views of student government associations, school personnel, citizens, associations, parents, officers and persons in authority concerned positively with juveniles as well as with juvenile delinquency.~~

C. Penalties. A violation in of this section shall be an infraction and shall be punishable by a fine of one hundred fifty dollars (\$150) misdemeanor for which the minor may be detained and treated in accordance with the provisions of the Juvenile Corrections Act.

~~D. Enforcement Proceedings. A minor may be charged with violation of the provisions of this section either by uniform citation or juvenile petition, and in either event the juvenile court shall have jurisdiction over the proceeding. If a citation is issued, the police officer shall obtain the endorsement of the minor's parent on the citation, or cause a copy of the citation to be hand-~~

~~delivered or mailed to the minor's parent not less than seven days before the date scheduled for the minor's initial appearance in juvenile court.~~

**Section 3.** All Ordinances or Resolutions or parts thereof in conflict herewith are hereby repealed and rescinded.

**Section 4.** If any section, paragraph, sentence or provision hereof or the application thereof to any particular circumstances shall ever be held invalid or unenforceable, such holding shall not affect the remainder hereof, which shall continue in full force and effect and applicable to all circumstances to which it may validly apply.

**Section 5.** This Ordinance shall be in full force and effect on July 1, 2015 and after its passage, approval and publication according to law.

**PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL** and approved by the Mayor this \_\_\_\_ day of June, 2015.

\_\_\_\_\_  
Fritz X. Haemmerle, Mayor  
City of Hailey

ATTEST:

\_\_\_\_\_  
Mary Cone, City Clerk

**Return to Agenda**

AGENDA ITEM SUMMARY

DATE: 6-1-15

DEPARTMENT: Legal

DEPT. HEAD SIGNATURE: \_\_\_\_\_

SUBJECT:

Ordinance amendment to Chapter 1.16, Initiative and Referendum chapter

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

This year the state legislature amended Chapter 18, Title 34, Idaho Code to create a comprehensive procedure for any municipal initiative and referendum. The new law provides that all municipal ordinances which establish procedures for an initiative or referendum are void as of July 1, 2015. I believe it is useful for Hailey to repeal our chapter addressing the procedures for initiative and referendum. For your information, the state law limits the time for an initiative or referendum to the November election on odd-numbered years. If the proposed amendment is acceptable, I would suggest waiving at least one reading so the ordinance amendment can be effective on July 1, 2015. That reading would most likely be waived on June 15, 2015. Please note that I made the ordinance effective date July 1, 2015.

Ned

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:** Caselle # \_\_\_\_\_  
Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_  
Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
Staff Contact: \_\_\_\_\_ Phone # \_\_\_\_\_  
Comments: \_\_\_\_\_

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

___ City Attorney	___ Clerk / Finance Director	___ Engineer	___ Building
___ Library	___ Planning	___ Fire Dept.	___ _____
___ Safety Committee	___ P & Z Commission	___ Police	___ _____
___ Streets	___ Public Works, Parks	___ Mayor	___ _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD

Conduct a public hearing, and if satisfactory, make a motion to approve Ordinance No. \_\_\_\_\_, to conduct the first reading of Ordinance No. \_\_\_\_\_ and to read by title only.

FOLLOW-UP REMARKS:



1 (5) The secretary of state is authorized to provide such assistance as  
2 necessary, and to prescribe any needed rules or interpretations for the con-  
3 duct of election authorized under the provisions of this section.

4 (6) Water districts governed by chapter 6, title 42, Idaho Code, are ex-  
5 empt from the provisions of this section.

6 (7) Community colleges governed by chapter 21, title 33, Idaho Code,  
7 and school districts are subject to the limitations specified in subsection  
8 (1) of this section, except that school districts may also hold an election  
9 on the second Tuesday in March of each year and on the last Tuesday in August  
10 of each year on bonded indebtedness and property tax levy questions.

11 (8) Initiative, referendum, bond, levy and any other ballot question  
12 elections conducted by any political subdivision shall be held on the near-  
13 est date authorized in subsection (1) of this section which falls more than  
14 sixty (60) days after the clerk of the political subdivision orders that such  
15 election shall be held in May and November of even-numbered years and fifty  
16 (50) days for all other elections, unless otherwise provided by law. City  
17 initiative and referendum elections shall be held in November of odd-num-  
18 bered years as provided by section 34-1801B, Idaho Code. Ballot language  
19 for any question to be placed on the ballot shall be submitted to the county  
20 clerk at least sixty (60) days before the election held in May and November of  
21 even-numbered years and at least fifty (50) days for all other elections.

22 (9) Recall elections may be held on any of the four (4) dates authorized  
23 in subsections (1) and (7) of this section that fall more than forty-five  
24 (45) days after the clerk of the political subdivision orders that such elec-  
25 tion shall be held.

26 (10) Irrigation districts governed by title 43, Idaho Code, are subject  
27 to the limitations specified in subsection (1) of this section, except that  
28 irrigation districts may also hold an election on the first Tuesday in Febru-  
29 ary of each year and on the first Tuesday in August of each year on questions  
30 required to be voted upon by title 43, Idaho Code.

31 SECTION 2. That Chapter 18, Title 34, Idaho Code, be, and the same is  
32 hereby amended by the addition thereto of a NEW SECTION, to be known and des-  
33 ignated as Section 34-1801B, Idaho Code, and to read as follows:

34 34-1801B. INITIATIVE AND REFERENDUM PROCEDURES FOR CITIES. Each city  
35 shall allow direct legislation by the people through the initiative and ref-  
36 erendum. Cities shall follow the procedures set forth in this chapter sub-  
37 ject to the following provisions:

38 (1) The city attorney shall perform the duties assigned to the attorney  
39 general.

40 (2) The city clerk shall perform those duties assigned to the secretary  
41 of state.

42 (3) City initiative and referendum elections shall be held on the Tues-  
43 day following the first Monday in November in odd-numbered years.

44 (4) An action brought pursuant to section 34-1809, Idaho Code, chal-  
45 lenging the ballot title or short title shall be brought in the district  
46 court in the county in which the city is located.

47 (5) Pursuant to section 34-1809, Idaho Code, the city attorney shall  
48 prepare recommendations concerning revision of the initiative or referen-

1 dum, issue a certificate of review to the city clerk, and shall prepare the  
2 ballot title and short title.

3 (6) To be eligible to sign a petition for city initiative or referen-  
4 dum a person shall be a qualified elector of the city at the time of signing  
5 thereon.

6 (7) To perfect a petition for city initiative or referendum the peti-  
7 tion shall have signatures from at least twenty percent (20%) of the total  
8 number of qualified electors voting in the last general city election in  
9 November of an odd-numbered year.

10 (8) The provisions of section 34-1805, Idaho Code, relating to the num-  
11 ber of required signatures and geographic distribution of signatures shall  
12 not apply to city initiative or referendum.

13 (9) Any person who circulates a petition for city initiative or refer-  
14 endum shall be a resident of the state of Idaho and at least eighteen (18)  
15 years of age, and pursuant to section 34-1807, Idaho Code, shall certify  
16 their belief that each signer of the petition is a qualified elector of the  
17 state of Idaho and the city.

18 (10) A copy of all petitions and signature sheets shall be kept by the  
19 city clerk as a public record.

20 (11) The prospective petition for referendum, as provided by section  
21 34-1804, Idaho Code, shall be filed not more than sixty (60) days following  
22 publication of the adopted ordinance as provided by section 50-901, Idaho  
23 Code.

24 (12) The deadline for submission of signatures to the city clerk is one  
25 hundred eighty (180) days after the petitioners for initiative or referendum  
26 receive the official ballot title from the city clerk, or April 30 of the year  
27 of the initiative or referendum election, whichever is earlier.

28 (13) Petitioners must submit the signed initiative or referendum peti-  
29 tions to the county clerk for verification not later than the close of busi-  
30 ness on the first day of May in the year of the initiative or referendum elec-  
31 tion, or one hundred eighty (180) days after the petitioners receive the of-  
32 ficial ballot title from the city clerk, whichever is earlier.

33 (14) The county clerk has sixty (60) calendar days to verify the signa-  
34 tures as provided in subsection (3) of section 34-1802, Idaho Code.

35 (15) The city council shall have the option to adopt the ordinance pro-  
36 posed by initiative within thirty (30) days after the notification pursuant  
37 to section 34-1807, Idaho Code, provided that the petition has the required  
38 number of signatures. The city council shall hold a public hearing on the  
39 proposed ordinance within the thirty (30) day period, preceded by legal no-  
40 tice published once in the official city newspaper at least seven (7) days  
41 preceding the hearing. If the ordinance is not adopted by the council by the  
42 end of the thirty (30) day period, the initiative shall be put on the ballot.

43 (16) As provided by sections 34-1812A through 34-1812C, Idaho Code, a  
44 voters' pamphlet shall be prepared by the city clerk. As an alternative to  
45 printing and mailing the voters' pamphlet, the city clerk may make the vot-  
46 ers' pamphlet available on the internet, in which case the notice of elec-  
47 tion published by the county clerk shall provide the internet address to al-  
48 low persons to access the voters' pamphlet.

49 (17) To be passed into law an initiative or referendum shall be approved  
50 by a majority of the votes cast on the measure.

1 (18) The mayor shall issue the proclamation provided by section  
2 34-1813, Idaho Code.

3 (19) The city clerk shall publish an ordinance adopted by initiative or  
4 referendum within thirty (30) days after the proclamation by the mayor pro-  
5 vided in subsection (18) of this section.

6 (20) All city ordinances setting forth procedures for initiative or  
7 referendum are void on July 1, 2015.

8 (21) This section does not apply to bond elections.

9 SECTION 3. That Section 50-501, Idaho Code, be, and the same is hereby  
10 repealed.

11 SECTION 4. That Section 50-802, Idaho Code, be, and the same is hereby  
12 amended to read as follows:

13 50-802. INSTITUTING ELECTION, PETITION -- RESOLUTION. Procedure for  
14 instituting a special election on adoption of the council-manager plans  
15 shall be by petition of electors as provided for initiative in section ~~50-501~~  
16 34-1801B, Idaho Code, or by resolution passed by one-half (1/2) plus one (1)  
17 of the members of the full council.

HAILEY ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF HAILEY AMENDING CHAPTER 1.16 OF THE HAILEY MUNICIPAL CODE, INITIATIVE AND REFERENDUM, BY REPEALING ALL OF THE SECTIONS IN CHAPTER 1.16 AND REPLACING THE SECTIONS WITH A NEW SECTION 1.16.010 TO PROVIDE THAT THE PROCEDURES FOR INITIATIVE AND REFERENDUM ARE GOVERNED BY IDAHO STATE LAW; BY PROVIDING FOR A REPEALER CLAUSE; BY PROVIDING FOR A SEVERABILITY CLAUSE AND BY PROVIDING AN EFFECTIVE DATE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, effective July 1, 2015, Chapter 18, Title 34, Idaho Code will be amended to add a new statute which provides that state law controls the procedures for municipal initiative and referendum measures and provides that “[a]ll city ordinances setting forth procedures for initiative or referendum are void on July 1, 2015;” and

WHEREAS, the Mayor and City Council find that the amendments to the Chapter will comply with state law and provide clear guidance on the procedures for initiative and referendum.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, AS FOLLOWS:

**Section 1.** Chapter 1.16 of the Hailey Municipal Code, entitled “Initiative and Referendum,” is hereby repealed and replaced with the new Section 1.16.010, as follows:

1.16.010 **Procedures.** The procedures for direct legislation by the people through initiative or referendum are set forth in Chapter 18, Title 34, Idaho Code, including Idaho Code § 34-1801B, as amended.

**Section 2.** All Ordinances or Resolutions or parts thereof in conflict herewith are hereby repealed and rescinded.

**Section 3.** If any section, paragraph, sentence or provision hereof or the application thereof to any particular circumstances shall ever be held invalid or unenforceable, such holding shall not affect the remainder hereof, which shall continue in full force and effect and applicable to all circumstances to which it may validly apply.

**Section 4.** This Ordinance shall be in full force and effect on July 1, 2015 and after its passage, approval and publication according to law.

**PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL** and approved by the Mayor this \_\_\_ day of June, 2015.

\_\_\_\_\_  
Fritz X. Haemmerle, Mayor  
City of Hailey

ATTEST:

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Mary Cone, City Clerk

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 06/01015    **DEPARTMENT:** Public Works    **DEPT. HEAD SIGNATURE:** MP

**SUBJECT:** Ordinance # \_\_\_\_\_, Park Reservation and Adopt A Park Ordinance Amendments

**AUTHORITY:**  ID Code \_\_\_\_\_     IAR \_\_\_\_\_     City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

Staff proposes a number of amendments to improve clarity and administrative efficiencies as well as address implementation challenges that have been identified in the last year.

In summary, the amendments are proposed to:

- allow seasonal event reservations at Foxmoor park,
- limit seasonal reservations to four days a week,
- establish that Keefer park has two fields that can each be reserved separately
- change the park service hours for adopt a park applications to 20 hours, and
- establish the requirements and benefits of the park adoption program.

Please find a draft of the Park Adoption Program Guidelines attached.

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:**

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)

<input type="checkbox"/> City Attorney	<input type="checkbox"/> Finance	<input type="checkbox"/> Licensing	<input type="checkbox"/> Administrator
<input type="checkbox"/> Library	<input type="checkbox"/> Community Development	<input type="checkbox"/> P&Z Commission	<input type="checkbox"/> Building
<input type="checkbox"/> Police	<input type="checkbox"/> Fire Department	<input type="checkbox"/> Engineer	<input type="checkbox"/> WWW
<input type="checkbox"/> Streets	<input type="checkbox"/> Parks	<input checked="" type="checkbox"/> Public Works	<input type="checkbox"/> Mayor

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Motion to adopt Ordinance # \_\_\_\_\_, adopting amendments to Hailey Municipal Code, Section 12.12.040, Reservation of City Parks.

**ACTION OF THE CITY COUNCIL:**

Date \_\_\_\_\_  
City Clerk \_\_\_\_\_

**FOLLOW-UP:**

\*Ord./Res./Agrmt./Order Originals: Record    \*Additional/Exceptional Originals to: \_\_\_\_\_

HAILEY ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF HAILEY AMENDING, SECTION 12.12, PARKS AND PUBLIC PATHWAYS OF THE HAILEY MUNICIPAL CODE, TO ALLOW SEASONAL EVENT RESERVATIONS AT FOXMOOR PARK, LIMIT SEASONAL RESERVATIONS TO FOUR DAYS A WEEK, ESTABLISH THAT KEEFER PARK HAS TWO FIELDS THAT CAN EACH BE RESERVED SEPARATELY, CHANGE THE PARK SERVICE HOURS FOR ADOPT A PARK APPLICATIONS TO 20 HOURS AND TO ESTABLISH THE REQUIREMENTS AND BENEFITS OF THE PARK ADOPTION PROGRAM; BY PROVIDING FOR A REPEALER CLAUSE; BY PROVIDING FOR A SEVERABILITY CLAUSE AND BY PROVIDING AN EFFECTIVE DATE AFTER PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Mayor and the City Council of the City of Hailey wish to amend the Hailey Municipal Code to encourage park reservations and ensure they are administered fairly and consistently with the Municipal Code requirements and;

WHEREAS, the Mayor and City Council find that the amendments to the Chapter will enhance the adopt a park program and further the public health, safety and general welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, AS FOLLOWS:

**Section 1.** Section 12.12.040 of the Hailey Municipal Code is hereby amended by the addition of the underlined language and by the deletion of the stricken language, as follows:

**12.12.040: RESERVATION OF CITY PARKS:**

A. Applicability: Reservation for the exclusive use of ~~a city park, or a portion of a city park thereof~~, for gatherings of less than two hundred fifty (250) people shall require the prior issuance of a park reservation. For gatherings that are reasonably expected to attract two hundred fifty (250) or more people or require the exclusive use of the entire park, the procedures and requirements of chapter 12.14 of this title shall apply instead.

1. Hop Porter and McKercher Parks shall be kept available for special events, defined and administered pursuant to chapter 12.14 of this title, on the Friday, Saturday and Sunday of the following weekends of each year:

- a. Memorial Day;
- b. The weekend closest to July 4. If July 4 is on a Tuesday, the weekend before is reserved. If July 4 is on a Wednesday or Thursday, then the weekend after is reserved;
- c. The first weekend of August for the Northern Rockies Folk Festival;
- d. Labor Day;
- e. The second weekend in October for the Trailing of the Sheep Festival;

2. Deerfield, ~~Foxmoor~~, Curtis, the skatepark, Balmoral and Echo Hill Parks are neighborhood parks that should remain available for use by the general public and shall not be reserved for exclusive use, except with an approved special events application pursuant to chapter 12.14 of this title.

3. Jimmy's Garden and E.W. Fox Demonstration Garden shall not be reserved for exclusive use.

4. Sports fields at Cutters, Foxmoor, Balmoral, Keefer and McKercher Parks shall be available for recreational league use through a seasonal event permit, limited to four (4) days per week.

5. Reservation of Deerfield and ~~Foxmoor~~ Parks for seasonal events shall be prohibited due to the limited parking available.

6. Keefer Park has two playing fields and one baseball/softball field. One reservation and applicable fees shall be required and apply for each of these fields individually.

B. Administration: The administrator of this chapter is responsible for the coordination of any applicable departmental review and issuance of a park reservation.

1. Authority of administrator:

a. For events that are reasonably expected to attract less than two hundred fifty (250) participants, the administrator has the authority to issue a park reservation and shall comply with the provisions of this chapter.

b. For events that are reasonably expected to attract two hundred fifty (250) or more people, the applicant shall comply with chapter 12.14 of this title.

C. Application Procedure:

1. An application for a park reservation shall be signed by the applicant on a form provided by the administrator and shall be filed with the administrator.

2. At a minimum, the applicant shall provide, on a form provided by the administrator, sufficient information to address the requirements set forth in this chapter.

3. Except as otherwise provided herein, all park reservation applications shall be issued according to date received. Requests for park use permits received first shall have priority over applications received later. ~~All park reservation applications received during the same business day shall be considered to have been received at the same time.~~

a. If Hop Porter or McKercher Park is not reserved for a special event on one of the weekends listed in subsection A.1 of this section, then a park reservation application may be submitted to reserve the park on one of the weekends listed in subsection A.1 of this section not more than fourteen (14) calendar days prior to the start of the desired reservation date.

4. A park reservation shall include the minimum conditions that any amplified sound shall be limited between ten o'clock (10:00) A.M. and dusk, and that any amplified sound shall not exceed ninety (90) dB, measured at the property line at any time during the event; provided, however, the administrator is authorized to impose more restrictive conditions.

5. Additional conditions may be added to an approved park reservation, as determined by the administrator. These include, but are not limited to, events with more than ninety-nine (99) people may be required to provide a portable restroom in location approved by the administrator.

D. Fees: Except as otherwise provided herein, the applicant shall pay a nonrefundable reservation fee, in addition to any applicable per diem or service fees for the use of the park, as established by resolution of the city council, at the time of the filing of the park reservation application.

1. An individual or group may apply with the city to adopt a park. The ~~following minimum requirements outlined in the annual Adopt a Park program guide~~ shall be met in accordance with the applicable park maintenance standards:

- ~~a. Spring and/or fall cleanup;~~
- ~~b. Spring and/or fall fertilizing;~~
- ~~c. Weed control;~~
- ~~d. Weekly mowing.~~

2. If an adopt-a-park ~~application agreement~~ is approved, the city will recognize the individual or group; ~~and waive park reservation fees; as outlined in the annual Adopt a Park program guide.~~ ~~on the applicable park sign and waive park reservation fees as follows for the same individual or group named on the adopt a park application:~~

~~One reservation for one hundred (100) to two hundred forty nine (249) people.~~

3. An individual or group may apply with the city for a waiver of the seasonal use fee, provided the following minimum requirements are met:

- a. ~~Ten (10) Twenty (20) hours of service in the park;~~
- b. A proposed plan of the service to be performed presented to the ~~parks and lands board for recommendation to the city council administrator for approval;~~
- c. Adequate performance in previous years if this request is made by the same individual or group as the prior year.

4. ~~An individual or group may apply with the city for a waiver of a one-day daily rental fee for up to 249 people for a pavilion, sports field, or nonfield sport rental, provided the following minimum requirements are met, provided the following minimum requirements are met:~~

- a. ~~Eight (8) hours of service in the park;~~
- b. ~~A proposed plan of the service to be performed presented to the administrator for approval;~~
- c. ~~Adequate performance in previous years if this request is made by the same individual or group as the prior year.~~

**Section 2.** All Ordinances or Resolutions or parts thereof in conflict herewith are hereby repealed and rescinded.

**Section 3.** If any section, paragraph, sentence or provision hereof or the application thereof to any particular circumstances shall ever be held invalid or unenforceable, such holding shall not affect the remainder hereof, which shall continue in full force and effect and applicable to all circumstances to which it may validly apply.

**Section 4.** This Ordinance shall be in full force and effect after its passage, approval and publication according to law.

**PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL** and approved by the Mayor this \_\_\_ day of June, 2015.

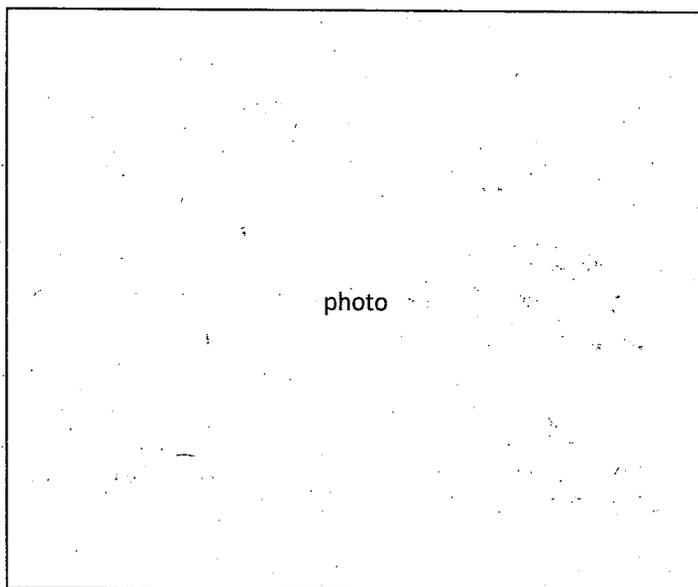
\_\_\_\_\_  
Fritz X. Haemmerle, Mayor  
City of Hailey

ATTEST:

\_\_\_\_\_  
Mary Cone, City Clerk



*Program Guide*  
**Adopt a Park**



**2015 Park Adopters**



**Hop Porter Park**



**Hailey Skate Park**



**Jimmy's Garden**



**Jimmy's Garden**



**Balmoral Park**

**C-U Next Storm  
Landscaping**

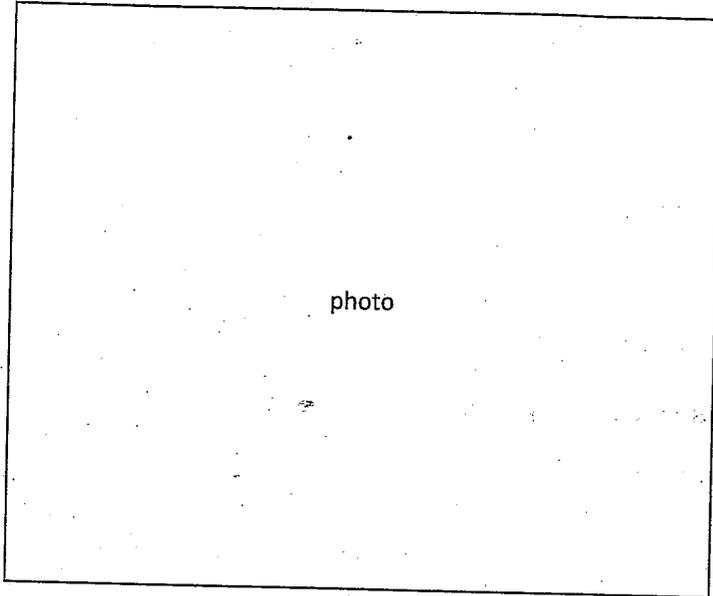
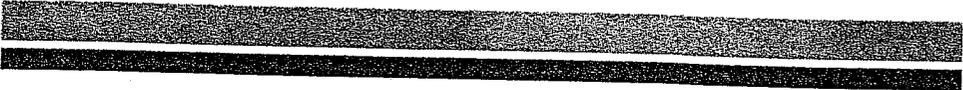


**Foxmoor Park**



Award Winning Design, Installation, and Service

**Keefer Park**



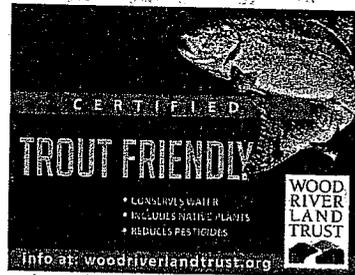
photo



**Did you know...**

Hop Porter Park, Jimmy's Garden and the E.W. Fox Demonstration Garden have earned the *Trout Friendly Lawn* designation from the Wood River Land Trust?

Visit [www.troutfriendly.org](http://www.troutfriendly.org) for more information.



## 2016 Program Guidelines

### Parks in the Adopt a Park Program

- Old Cutters
- Balmoral
- Hop Porter
- Deerfield
- Jimmy's Garden
- Lions
- Foxmoor
- Lawrence Heagle
- Echo Hill
- E.W. Fox Demonstration Garden\*
- Keefer
- McKercher
- Curtis
- Skate Park

\* *Currently not available for adoption.*

### Adopt a Park Program Requirements

GOLD LEAF 	SILVER LEAF 	COPPER LEAF 
<ul style="list-style-type: none"> <li>• One weekly activity and two or more one-time activities</li> </ul>	<ul style="list-style-type: none"> <li>• One weekly activity and one, one-time activity</li> </ul>	<ul style="list-style-type: none"> <li>• One weekly activity</li> </ul>

Adopters may choose from the following activities to achieve the adoption level desired. Weekly activities are conducted for the entire park season, approximately May through October. Adopters may suggest weekly or other activities not listed below, subject to city approval.

- Weekly mowing and trimming of turf
- Spring cleanup of park grounds
- Spring city-provided fertilizer application
- Fall city-provided fertilizer application
- Fall sprinkler system blow out
- Trim and prune shrubs and perennials

#### Other requirements:

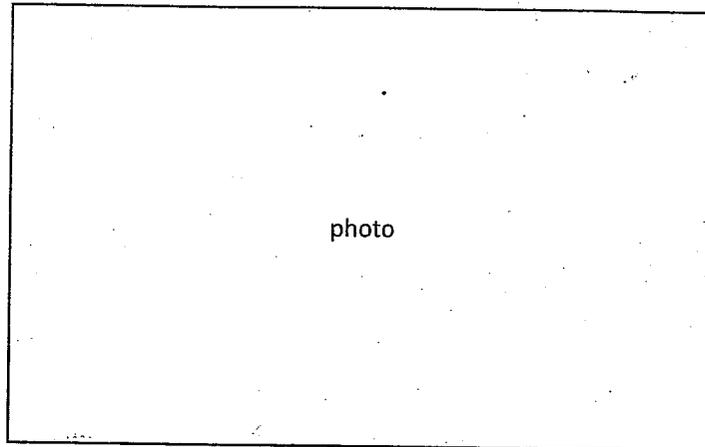
- Herbicide application and irrigation system work are not included in the Adopt a Park Program.
- Current adopters will have the option to continue their adoption of the same park from year to year.
- Adopters will submit monthly invoices to the city to track their contribution; this helps the city with program administration and

development, and provides a record for the adopter for tax purposes.

- A Memorandum of Understanding (MOU) is approved by the Hailey City Council and signed by the city and the adopter; the MOU contains additional details of adoption, such as insurance requirements and city coordination requirements.

### Adopt a Park Program Benefits

GOLD LEAF 	SILVER LEAF 	COPPER LEAF 
<ul style="list-style-type: none"> <li>• Name/logo at park entrance</li> </ul>	<ul style="list-style-type: none"> <li>• Name/logo at park entrance</li> </ul>	<ul style="list-style-type: none"> <li>• Name/logo at park entrance</li> </ul>
<ul style="list-style-type: none"> <li>• Logo listing in program guide</li> </ul>	<ul style="list-style-type: none"> <li>• Logo listing in program guide</li> </ul>	<ul style="list-style-type: none"> <li>• Logo listing in program guide</li> </ul>
<ul style="list-style-type: none"> <li>• Logo on banner to be used during park events, as practical</li> </ul>	<ul style="list-style-type: none"> <li>• Logo on banner to be used during park events, as practical</li> </ul>	<ul style="list-style-type: none"> <li>• Logo on banner to be used during park events, as practical</li> </ul>
<ul style="list-style-type: none"> <li>• Logo listing in newsletter June through October</li> </ul>	<ul style="list-style-type: none"> <li>• Logo listing in newsletter June through October</li> </ul>	<ul style="list-style-type: none"> <li>• Logo listing in newsletter June through October</li> </ul>
<ul style="list-style-type: none"> <li>• Tax deductible donation (consult with tax preparer)</li> </ul>	<ul style="list-style-type: none"> <li>• Tax deductible donation (consult with tax preparer)</li> </ul>	<ul style="list-style-type: none"> <li>• Tax deductible donation (consult with tax preparer)</li> </ul>
<ul style="list-style-type: none"> <li>• Three no-fee park reservations for company events</li> </ul>	<ul style="list-style-type: none"> <li>• Two no-fee park reservations for company events</li> </ul>	<ul style="list-style-type: none"> <li>• One no-fee park reservation for company event</li> </ul>
<ul style="list-style-type: none"> <li>• 11" x 8.5" (two-page spread) company profile with logo and photos in program guide and equivalent on city website</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5" x 8.5" company profile with logo and photos in program guide and equivalent on city website</li> </ul>	
<ul style="list-style-type: none"> <li>• One-time quarter page ad in the Mountain Express with logo</li> </ul>		



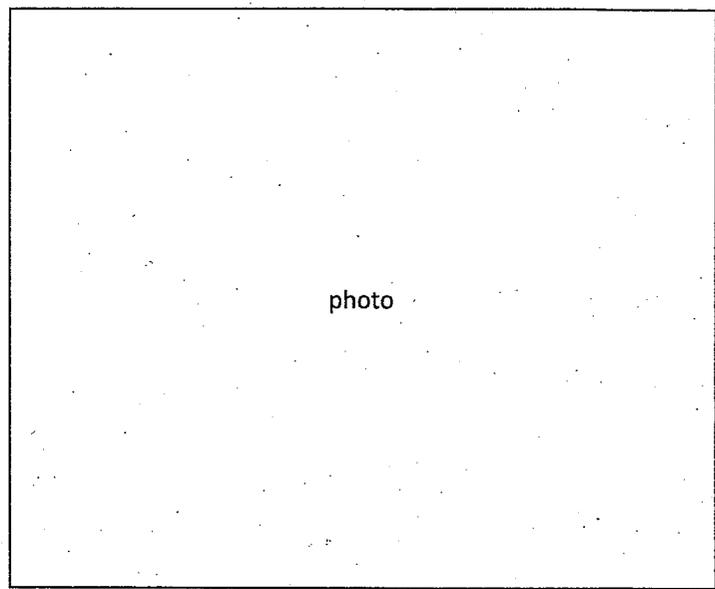
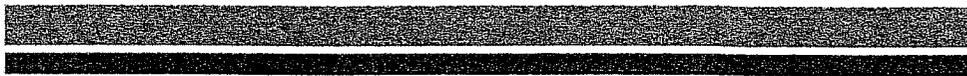
### Volunteer Opportunities

Each park season, individuals and groups volunteer in city parks. The city is grateful to all volunteers for their selfless contribution. *You know who you are, and we salute you!*

In 2016, the city once again welcomes volunteers in the parks. Any level of support is valued. The city offers the following optional incentives to volunteers.

Hours of Service	Incentive
20	Waiver of one sports field seasonal use fee
8	Waiver of a one-day daily rental fee for up to 249 people for a pavilion, sports field, or non-field sport rental

A proposed plan of the service to be performed must be submitted and approved prior to granting a fee waiver. Past performance is considered if more than one request is made by the same individual or group.



City of Hailey  
115 Main St. S  
Hailey, ID 83333  
Phone (208) 788-4221  
Fax (208) 788-2924  
[haileycityhall.org](http://haileycityhall.org)



**Return to Agenda**

AGENDA ITEM SUMMARY

DATE: 6-1-15

DEPARTMENT: Legal

DEPT. HEAD SIGNATURE: \_\_\_\_\_

SUBJECT:

III-A Discussion

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

See attached memo and attachments.

Ned

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # \_\_\_\_\_

Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_

Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

Staff Contact: \_\_\_\_\_ Phone # \_\_\_\_\_

Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

___ City Attorney	___ Clerk / Finance Director	___ Engineer	___ Building
___ Library	___ Planning	___ Fire Dept.	___ _____
___ Safety Committee	___ P & Z Commission	___ Police	___ _____
___ Streets	___ Public Works, Parks	___ Mayor	___ _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD

Conduct a preliminary discussion whether the City of Hailey should continue or terminate its participation with III-A. After a preliminary discussion, continue the matter to June 15, 2015, to allow the City to determine whether Hailey would be eligible for a refund of prior payments for IBNR and start-up costs.

FOLLOW-UP REMARKS:

## MEMORANDUM

To: Hailey Mayor and Council Members

From: Heather Dawson, Hailey City Administrator  
Ned Williamson, Hailey City Attorney

Date: June 1, 2015 City Council Meeting Discussion

RE: III-A – Consideration of Hailey’s Withdrawal from III-A

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### III-A JPA Conditions of Withdrawal

In August 2011, the City of Hailey entered into a Joint Powers Agreement (JPA) to become one of the member cities of Idaho Independent Intergovernmental Authority (III-A). In December of the same year, the JPA was amended to include trust language. Section XV of the Amended JPA lists terms for withdrawal of a member. Withdrawal must be accomplished in the following manner:

1. Member must have completed not less than three full fiscal years as a Member of the JPA immediately prior to the proposed effective date of its withdrawal.
2. A Resolution of the Member governing body (Hailey City Council) must be adopted concerning the withdrawal.
3. Notice must be filed in writing with III-A no later than July 1 of the year of withdrawal. Notice must include the Resolution.
4. Withdrawal will then become effective on September 30 thereafter.

## Financial Conditions of III-A

Mayor Haemmerle and city staff met with III-A consultants on May 18, 2015 to review the financial condition of the III-A and discuss reasons to remain with or withdraw from III-A. Attached are the documents received during or following that meeting. In short, the financial condition of the III-A began to improve dramatically following three events:

1. III-A changed its third party administration contract to Blue Cross of Idaho effective February 1, 2015. Blue Cross is known to have the most robust contractual discounts with doctors and medical facilities. As a result, III-A is paying less for all medical services.
2. Blue Cross contracts with CVS Caremark for pharmaceuticals. The same company used previously, but Blue Cross has deeper discounts. III-A is saving \$40,000 per month in pharmacy costs.
3. IBNR is being calculated under a different formula, implemented by III-A's new actuary and approved by Idaho Department of Insurance. The IBNR stated in the financial statements has decreased by over half. At its peak it was \$1.8 million, it is now down to \$756,000. This makes a significant difference on the balance sheet, and is more in keeping with what run-out claims would cost the pool.

As a result of having a fund balance, III-A prepared an Equity Statement for members. This is attached, and shows what equity Hailey would walk away from if it withdraws. Some of that equity may be reimbursable if Hailey remains a member, including the start-up costs paid, and the IBNR assessment of \$123,120 paid in early 2013, amounting to \$125,766. The Board recently adopted a policy to refund these amounts in increments over the next five years, as long as III-A remains at the 95% confidence level, which it achieved last month. This policy has not yet been approved by DOI.

Because of its improved financial condition, III-A has been adding benefits for members, such as life insurance, employee assistance programs, and wellness programs without increasing premiums. At the same time, III-A is being conservative about its reserves, as strong reserves are needed to ward off risk.

### **Cost of Insurance for Hailey**

In early 2013, Hailey obtained a premium quote from Blue Cross of Idaho which was significantly less cost to Hailey than III-A's required contribution at that time. Blue Cross quoted a monthly employee cost of \$397; we were paying III-A \$638 at the time. Hailey chose not to exit from III-A at that time because of a JPA provision for early-exit penalty. That penalty would have been in excess of \$400,000. The City of Jerome and other small cities did pay an exit penalty, which is in excess of \$600,000 and is part of the reason for III-A's current positive financial standing.

We are not able to get a firm quote from Blue Cross at this time, but we have asked Blue Cross for an estimate of what current premiums may be. We will also learn on June 9, during the next III-A Board meeting, whether Hailey will be a recipient city of a 10% reduction in premium due to its loss ratio. III-A intends to give that reduction to cities whose average loss ratio has been under a 60% threshold for a three-year period ending May 31, 2015.

We conducted a trend analysis of premium costs incurred by Hailey over several years. Hailey has systematically pursued lower rates by adjusting its benefits design (increasing deductibles and out-of-pocket expenses) or by getting bids and choosing the lower bid. Hailey has had four different policies during FY 2004 through FY 2015. Generally speaking, each policy was approximately three years in length. The premium costs and the average annual percentage increase for each of these four policies are shown below:

Premium Costs

	Orig BlueShield	BlueShield	BlueCross	III-A
FY 04	391			
FY 05	448			
FY 06	448			
FY 07		336		
FY 08		363		
FY 09		398	330	
FY 10			334	
FY 11			412	
FY 12			508	412
FY 13				671
FY 14				752
FY 15				875

Average Annual Percentage Increase

1. Blue Shield (FY04 – 06) 4.9%
2. Blue Shield (FY07 – 09)<sup>1</sup> 6.2%
3. Blue Cross (FY10 – FY12)<sup>2</sup> 13.5%
4. III-A (FY13 – FY15) 32.1%<sup>3</sup>

**City Council Action**

We recommend that the City Council discuss this material on June 1, 2015. After further information is obtained during the June III-A Board meeting, we would ask the City Council to make a final decision on June 15, 2015 whether to adopt a resolution to withdraw and so notify III-A, or whether to remain with III-A for another year.

<sup>1</sup> Hailey had this Blue Shield policy during FY07 and FY08, and received a quote for FY09. The 6.2% is based on all three fiscal years.

<sup>2</sup> Hailey had a policy with Blue Cross for 2 months of FY12 and then switched to III-A for the remainder of FY12.

<sup>3</sup> Please note that the percentage increase for Blue Shield and Blue Cross is based solely on the cost of premiums, while the percentage increase for III-A is based on the cost of contributions made by Hailey plus a payment of \$123,120 for IBNR made in January, 2013.

Acct. #	Account Title	FYE13 Actual	FYE14 Budget	FYE 14 Actual	FYE15 Budget	FYE16 Proposed	Amnt. Inc	%	Remarks and Explanations	LeAnn notes
<b>LIBRARY DEPARTMENT BUDGET</b>										
<b>A Budget - Salaries</b>										
45-41110	Library Director	\$51,168.00	\$51,168.00	\$53,982.00	\$53,982.00	\$53,982.00	\$0.00	0.0%	Gelskey - Salaried	
45-41110	Assistant Director	\$35,817.60	\$35,817.60	\$36,541.44	\$31,200.00	\$31,200.00	(\$5,341.44)	-14.6%	Drewien - backl \$15 @ 40 hrs	Assistant Director position no longer funded
45-41110	Circulation Manager	\$33,280.00	\$33,280.00	\$34,611.20	\$35,360.00	\$35,360.00	\$748.80	2.2%	St John - 40 hours (prev Drewien)	
45-41110	Yth Services Librarian	\$39,527.28	\$39,527.28	\$40,310.40	\$40,310.40	\$40,310.40	\$0.00	0.0%	Johnston - 40 hours	
45-41110	Adult Services	\$27,716.00	\$27,716.00	\$28,288.00	\$28,288.00	\$28,288.00	\$0.00	0.0%	Clark 40 week	
45-41110	Technical Services	\$29,120.00	\$29,120.00	\$19,804.00	\$19,804.00	\$19,804.00	(\$9,516.00)	-32.7%	Open 13 hrs @ 29/week	Confirm 29 hours
45-41110	Circulation Support	\$18,548.40	\$18,548.40	\$17,946.50	\$18,825.40	\$18,825.40	\$978.90	5.5%	Newmann-29 hours	
45-41110	Circulation Support	\$18,096.00	\$18,096.00	\$18,096.00	\$18,096.00	\$18,096.00	\$0.00	0.0%	Open 12 hrs @ 29/week	
45-41110	Circulation Support	\$6,895.60	\$6,895.60	\$24,960.00	\$24,960.00	\$24,960.00	\$0.00	0.0%	Croly 40 hrs	
45-41110	3% increase (2% FY15)				(\$4,271.06)		(\$4,271.06)	-100.0%	Reduced to net 2% PR increase	
45-41110	SUBTOTAL - Benefit Salaries	\$266,001.53	\$260,188.88	\$275,776.41	\$284,056.88	\$270,725.80	(\$11,427.08)	4.1%		
45-41110	Circulation/Support	\$10,233.60	\$10,233.60	\$10,441.60	\$11,456.64	\$11,456.64	\$692.17	6.4%	includes 2% increase on \$12/hr	Replace at 29 hours (prev Straiton)
45-41110	Custodian/Support	\$20,787.00	\$20,787.00	\$21,206.07	\$21,456.64	\$21,456.64	(\$,749.43)	-46.0%		
45-41110	Custodian-Maria	\$20,685.79	\$20,685.79	\$21,515.87	\$20,998.90	\$20,710.52	(\$288.38)	-1.4%		
45-41121	FICA	\$19,392.05	\$20,760.03	\$31,164.24	\$30,023.27	\$30,646.16	\$622.89	2.1%		
45-41122	Persi Retirement	\$905.22	\$1,123.82	\$1,061.80	\$1,141.05	\$1,128.73	(\$12.32)	-1.1%		
45-41124	Worker's Comp Insurance	\$5,582.10	\$6,159.98	\$5,907.40	\$6,907.40	\$7,579.05	\$671.65	9.7%	=((\$10296*0.19)+(900*0.45)*12)	
45-41126	Health Ins.-Medical and Dental	\$48,404.31	\$84,680.00	\$59,850.61	\$75,600.00	\$72,000.00	(\$3,600.00)	-4.8%	7 employees health ins	6 employees
45-41128	Unemployment Insurance	\$594.00	\$594.00	\$594.00	\$594.00	\$594.00	\$0.00	#DIV/0!		
45-41128	SUBTOTAL - Benefits	\$100,580.34	\$121,409.62	\$113,592.52	\$134,670.62	\$132,064.47	(\$2,606.16)	-1.9%		
<b>A BUDGET TOTAL Salaries &amp; Benefits</b>		<b>\$366,581.87</b>	<b>\$402,365.50</b>	<b>\$389,368.93</b>	<b>\$419,933.57</b>	<b>\$414,246.91</b>	<b>(\$5,686.67)</b>	<b>-1.4%</b>		
<b>B Budget - Operating &amp; Maintenance</b>										
45-41213	Postage	\$1,217.41	\$2,400.00	\$1,515.54	\$2,400.00	\$2,400.00	\$0.00	0.0%		
45-41215	Supplies	\$6,117.25	\$5,500.00	\$7,361.91	\$5,500.00	\$5,500.00	\$0.00	0.0%		
45-41215	SUBTOTAL - Supplies	\$7,334.66	\$7,900.00	\$8,877.45	\$7,900.00	\$7,900.00	\$0.00	0.0%		
45-41319	Publications	\$1,698.12	\$900.00	\$1,248.79	\$900.00	\$900.00	\$0.00	#DIV/0!		
45-41325	Professional Services/Technology	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%		
45-41325	Service Contracts	\$8,771.95	\$9,000.00	\$12,392.97	\$9,000.00	\$9,000.00	\$0.00	0.0%		
45-41326	Public Programming	\$3,325.22	\$1,300.00	\$2,108.46	\$1,300.00	\$1,300.00	\$0.00	0.0%		
45-41326	SUBTOTAL - Services	\$13,795.29	\$11,200.00	\$15,750.22	\$11,200.00	\$11,200.00	\$0.00	0.0%		
45-41411	Equipment Repair and Maintenance	\$287.81	\$1,200.00	\$1,410.47	\$1,200.00	\$1,200.00	\$0.00	0.0%		
45-41413	Library Space Repair and Maintenance	\$5,300.17	\$6,475.00	\$6,698.00	\$6,475.00	\$6,580.00	\$105.00	1.6%	\$12,000 interior painting	\$12,420 more needed for proper funding
45-41413	SUBTOTAL - Repair and Maint.	\$5,587.98	\$7,675.00	\$8,108.47	\$7,675.00	\$7,780.00	\$105.00	1.4%		
45-41713	Communications	\$2,707.05	\$5,250.00	\$2,489.93	\$2,650.00	\$2,650.00	\$0.00	0.0%		
45-41711	Dues and Subscriptions	\$180.00	\$1,000.00	\$327.00	\$1,000.00	\$1,000.00	\$0.00	0.0%		
45-41717	Utilities	\$5,303.96	\$5,000.00	\$6,999.99	\$5,000.00	\$5,000.00	\$0.00	0.0%		
45-41723	Personnel Training	\$2,067.27	\$1,000.00	\$945.76	\$1,000.00	\$1,000.00	\$0.00	0.0%		
45-41724	Travel Expenses	\$1,572.72	\$1,000.00	\$794.76	\$1,000.00	\$1,000.00	\$0.00	0.0%		
45-41515	Computer subscriptions	\$26.91	\$400.00	\$400.00	\$400.00	\$400.00	\$0.00	0.0%		
45-41735	Subscriptions	\$2,987.30	\$2,900.00	\$3,105.41	\$2,900.00	\$3,500.00	\$600.00	20.7%		
45-41733	Computers	\$4,806.77	\$2,500.00	\$4,754.69	\$0.00	\$5,000.00	\$5,000.00	#DIV/0!		
45-41539	Equipment-replacement	\$45,031.57	\$44,400.00	\$44,719.37	\$2,500.00	\$2,500.00	\$0.00	0.0%		
45-41535	Library Materials	\$64,683.55	\$63,450.00	\$66,835.76	\$44,400.00	\$44,400.00	\$0.00	0.0%	ebooks included	
45-41535	SUBTOTAL - Misc. Operating Exp.	\$91,401.48	\$90,225.00	\$99,571.90	\$87,625.00	\$93,330.00	\$5,705.00	6.5%		
<b>B BUDGET TOTAL - Operating and Maintenance</b>										
<b>C Budget - Capital Outlay</b>										
				\$27,480.00	\$27,480.00	\$27,480.00	\$0.00	0.0%	Security System-Bibliothecha	
<b>LIBRARY TOTAL DEPARTMENT BUDGET</b>		<b>\$457,983.35</b>	<b>\$492,590.50</b>	<b>\$488,940.83</b>	<b>\$535,038.57</b>	<b>\$535,056.91</b>	<b>\$18.33</b>	<b>0.0%</b>		
To Capital Fund							\$0.00	0.0%		
<b>TOTAL OPERATING BUDGET</b>		<b>\$457,983.35</b>	<b>\$492,590.50</b>	<b>\$488,940.83</b>	<b>\$507,558.57</b>	<b>\$507,576.91</b>	<b>\$18.33</b>	<b>0.0%</b>		



## Idaho Independent Intergovernmental Authority

### III-A Member Equity Statement

Updated: April 30, 2015 Financial Report

	IBNR (95th) as of 3/31/15	Surplus (excess reserves)	Total Equity	III-A Investment \$9.06 Per Employee	DOI Mandated Assessment	Apr 2015 Headcount
Aberdeen	\$34,130	\$20,410	\$54,541	\$634	\$28,080	13
American Falls	\$84,013	\$50,241	\$134,254	\$2,790	\$66,960	32
Ammon	\$81,387	\$48,671	\$130,058	\$2,532	\$62,640	31
Arco	\$7,876	\$4,710	\$12,586	\$199	\$10,800	3
Athol	\$5,251	\$3,140	\$8,391	\$0	\$0	2
Blackfoot	\$283,544	\$169,563	\$453,107	\$4,666	\$228,960	108
Burley	\$196,905	\$117,752	\$314,658	\$7,574	\$157,680	75
Cascade	\$21,003	\$12,560	\$33,563	\$906	\$23,760	8
Chubbuck	\$220,534	\$131,883	\$352,417	\$3,805	\$177,120	84
Council	\$10,502	\$6,280	\$16,782	\$399	\$6,480	4
Donnelly	\$5,251	\$3,140	\$8,391	\$127	\$4,320	2
Downey	\$7,876	\$4,710	\$12,586	\$163	\$6,480	3
Dubois	\$5,251	\$3,140	\$8,391	\$169	\$4,320	2
Fruitland	\$107,642	\$64,371	\$172,013	\$3,488	\$77,760	41
Grangeville	\$36,756	\$21,980	\$58,736	\$861	\$28,080	14
Hailey	\$131,270	\$78,502	\$209,772	\$2,646	\$123,120	50
Homedale	\$26,254	\$15,700	\$41,954	\$498	\$21,600	10
Jerome	\$0	\$0	\$0	\$7,538	\$207,360	0
Ketchum	\$141,772	\$84,782	\$226,553	\$5,037	\$112,320	54
Kooskia	\$7,876	\$4,710	\$12,586	\$0	\$6,480	3
Lava Hot Springs	\$5,251	\$3,140	\$8,391	\$290	\$4,320	2
Menan	\$5,251	\$3,140	\$8,391	\$45	\$2,160	2
Minidoka Irrigation District	\$73,511	\$43,961	\$117,472	\$1,268	\$56,160	28
Montpelier	\$42,006	\$25,121	\$67,127	\$1,570	\$38,880	16
New Meadows	\$5,251	\$3,140	\$8,391	\$254	\$8,640	2
New Plymouth	\$13,127	\$7,850	\$20,977	\$453	\$10,800	5
Nezperce	\$5,251	\$3,140	\$8,391	\$163	\$4,320	2
Oakley	\$7,876	\$4,710	\$12,586	\$299	\$6,480	3
Paul	\$13,127	\$7,850	\$20,977	\$362	\$10,800	5
Potlatch	\$5,251	\$3,140	\$8,391	\$164	\$6,480	2
Rigby	\$0	\$0	\$0	\$1,114	\$41,040	0
St. Anthony	\$31,505	\$18,840	\$50,345	\$453	\$21,600	12
Shoshone	\$0	\$0	\$0	\$1,326	\$30,240	0
Soda Springs	\$52,508	\$31,401	\$83,909	\$1,268	\$62,640	20
Stanley	\$0	\$0	\$0	\$54	\$0	0
Victor	\$26,254	\$15,700	\$41,954	\$362	\$19,440	10
Wilder	\$18,378	\$10,990	\$29,368	\$317	\$12,960	7
<b>Total</b>	<b>\$1,719,639</b>	<b>\$1,028,371</b>	<b>\$2,748,010</b>	<b>\$53,798</b>	<b>\$1,691,280</b>	<b>655</b>

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 06/01/15    **DEPARTMENT:** PW    **DEPT. HEAD SIGNATURE:** \_\_MP\_\_

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**SUBJECT:** Request for a delay to the requirement to connect to city wastewater and a delay to pay connection fees for both city water and wastewater at 830 Broadford Rd. by Ann Butler, Betty Butler's trustee.

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**AUTHORITY:**  ID Code \_\_\_\_\_     IAR \_\_\_\_\_     City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

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**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

In the 1990s the Council approved the Hailey Business Park South annexation, which required a city initiated annexation of 830 Broadford Rd – the property between Hailey Business Park South and what were the city limits at that time. The annexation agreement does not mention 830 Broadford Rd., but there was documentation found regarding connections to water and wastewater and the PUD Findings of Fact for the Hailey Business Park South states that the developer shall stub out water and wastewater to 830 Broadford Rd. for future connection. There is no documentation of any notice given to 830 Broadford Rd. requiring them to connect by a certain date.

Last year the care taker and cousin of the trustee, Jimmy Robertson, connected to the Municipal water system without permission. There was no fee paid for a meter, connection, or inspection. As a result there were no user fees paid for the 12 months that they were connected and using water. This last month, they have paid for a meter and inspection and agreed to install, but no inspection has occurred to-date.

For more information, please reference the attached letters I sent to the property owner in January and April.

Section 13.04.030 of the Municipal Code states that properties annexed into the city shall connect to city services if they are within 300 feet of a main line. The developer did bring water and wastewater services to 830 Broadford Rd. in accordance with the PUD application. This provided the property the ability to connect within 300 feet. The Code states that properties annexed in a city initiated annexation may request a delay in complying with the connection by means of application to the City Council. The Council may grant a delay only if the applicant establishes to the Council's satisfaction that the applicant's existing water and wastewater system functions properly and meets current health and safety requirements. The Council is not obligated to grant the delay, but at their discretion may do so if they find that delay would be fair and equitable and will not jeopardize the health and welfare of the residents of the City. In no event shall a delay be granted which exceeds a period of five (5) years.

Betty Butler is in Ann's care and the ownership of this property and Betty's finances are complicated as a result.

Please reference the attached letter by Ann Butler, dated May 15, 2015. They are requesting a delay to the requirement to connect from the date official notice was given (January 30, 2015 for water and April 30, 2015 for wastewater). To keep it simple, staff established "official notice" for both water and wastewater on April 30, 2015. If the Council approves a delay for the full five (5) years, the connection

fees owed to the city and the physical connection to wastewater would be due April 30, 2020.

Staff recommends that the trustee install a meter vault and meter, to ensure we can turn on and off the water and track usage, keep water off until connection fees are paid, pay for water used while no meter was in place at the rate of 6,000 gallons a month (default rate), disconnect from the well, pay the monthly minimum water fees while disconnected and install sewer and pay all connection fees for both water and wastewater by April 30, 2020.

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)

<input checked="" type="checkbox"/> City Attorney	<input type="checkbox"/> Clerk / Finance Director	<input type="checkbox"/> Engineer	<input type="checkbox"/> Building
<input type="checkbox"/> Library	<input type="checkbox"/> Planning	<input type="checkbox"/> Fire Dept.	<input type="checkbox"/> _____
<input type="checkbox"/> Safety Committee	<input type="checkbox"/> P & Z Commission	<input type="checkbox"/> Police	<input type="checkbox"/> _____
<input type="checkbox"/> Streets	<input checked="" type="checkbox"/> Public Works	<input type="checkbox"/> Mayor	<input type="checkbox"/> _____

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Review the request and determine if a delay, up to but not exceeding 5 years, shall be granted.

Motion to grant a 5 year delay, until April 30, 2020, to pay the water connection fee established at the time it is paid, connect to wastewater and pay the associated connection fees that are established at that time, upon the installation and inspection by city staff of a water meter and vault by June 8, 2015, payment for the prior year's water usage, disconnection and capping of the existing well, minimum payment for water used during the disconnection period.

**ACTION OF THE CITY COUNCIL:**

Date \_\_\_\_\_

City Clerk \_\_\_\_\_

**FOLLOW-UP:**

\*Ord./Res./Agrmt./Order Originals: Record  
Copies (all info.):  
Instrument # \_\_\_\_\_

\*Additional/Exceptional Originals to: \_\_\_\_\_  
Copies (AIS only)

# City of Hailey

115 MAIN STREET SOUTH, SUITE H  
HAILEY, IDAHO 83333  
January 30, 2015

(208) 788-4221  
Fax: (208) 788-2924

Ann Marie Butler  
Betty Butler Revocable Trust  
5155 Fillmore Ave.  
Ogden, UT 84403

Subject: Unauthorized Connection to City of Hailey Water System  
830 Bradford Road

Dear Trustee:

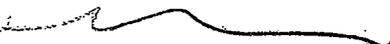
In May 2014, the city of Hailey was informed of the unauthorized connection of your property at 830 Bradford Road to the city of Hailey water system. We have since confirmed the illegal connection and the following actions must be completed in order to retain your connection to the city water system:

1. **Assure the connection at the main water line meets city standards.** This may require excavation at the point of connection; the cost of this excavation, and any resulting work that may be required to bring the connection into compliance with city standards, will be completed at the owner's expense.
2. **Obtain a water connection permit.** The water connection permit includes connection, inspection and meter fees. Assuming a ¾" water service size, those fees total \$4,949.00. For water service sizes larger than the typical residential size of ¾", fees are higher.
3. **Install a city-owned water meter.** This will require excavation work at the meter vault location, as well as cutting the water service line for meter installation. This work will be completed at the owner's expense.
4. **Pay the city for water used since May 2014.** As the water has not been metered, the city will calculate the amount owed at the default water use rate, which is 6,000 gallons per month.

Please consider this letter an official notice by the city to comply with these requirements within 180 days; the 180 day timeframe will expire on August 1, 2015. The Hailey Municipal Code, Chapters 13.04.030 and 13.04.040, provide for a) the requirement for connection, b) the 180 day timeframe, and c) all costs to be borne by the owner.

If you need any further information, or have any questions, please contact me at 788-9830, ext. 24 or [mariel.platt@haileycityhall.org](mailto:mariel.platt@haileycityhall.org).

Sincerely,

  
Mariel Platt  
Director, Public Works

# City of Hailey

115 MAIN STREET SOUTH, SUITE H  
HAILEY, IDAHO 83333

(208) 788-4291  
Fax: (208) 788-2924

April 30, 2015

Ann Marie Butler  
Betty Butler Revocable Trust  
5155 Fillmore Ave.  
Ogden, UT 84403

Subject: Follow up to 1st letter, sent on January 30, 2015 - Water and Wastewater System at  
830 Broadford Road

Dear Trustee:

In May 2014, the city of Hailey was informed of the unauthorized connection of your property at 830 Broadford Road to the Hailey water system. A letter was sent on January 30, 2015, requesting proper connection and fees be paid for connecting the Hailey water system. City staff met with Jimmy Robertson on a few occasions to discuss the connection and history of the property. I reviewed City records and the documentation. The records show that your property was annexed into Hailey in 199X as a city initiated annexation. As part of the annexation, the developer of Hailey Business Park South, adjacent to 830 Broadford Road, was required to install water and wastewater service lines up to the property line of 830 Broadford Road. Mr. Robertson said he connected the property to City water in April 2014. The property is not currently connected to the City wastewater system.

Pursuant to Hailey Municipal Code Section 13.04.030, all properties within 300 feet of the municipal water and wastewater main are required to connect to Hailey's municipal systems; however, if said property has been incorporated into the city as a result of a City initiated annexation, owners of such properties are allowed to request a delay in complying with the mandatory connections. Such request shall be made in writing to the Hailey City Council and if granted, can delay the connection up to five (5) years from the date of official notice. Official notice was given of the requirement to connect to City water in the letter sent on January 30, 2015, but there is no indication or record of official notice given to connect to City wastewater. This letter is considered official notice to comply with the Hailey Municipal Code and the requirement to connect to City wastewater.

Because the property has already connected to the City's water system, the property is required to immediately comply with the following:

1. **Apply for a permit to install a water meter.** You would need to pay the associated meter and inspection fees of \$450.00 (assuming a ¾" meter) and monthly water use going forward. *If the property owner does not complete the work by August 1, 2015, the City may elect to complete items #2 and #3 below and charge the property owner for this*

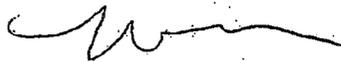
2. *work. If the City elects to complete the work or a third party is requested to do the work by the City, the cost will be in excess of \$450.00 due to the excavation and installation expenses incurred.*
3. **Assure the water connection at the main water line meets city standards.** This may require excavation at the point of connection; the cost of this excavation, and any resulting work that may be required to bring the connection into compliance with city standards, will be completed at the owner's expense.
4. **Install a city-owned water meter.** This will require excavation work at the meter vault location, as well as cutting the water service line for meter installation. This work will be completed at the owner's expense.
5. **Pay the city for water used since May 2014.** As the water has not been metered, the city will calculate the amount owed at the default water use rate, which is 6,000 gallons per month. Based on Mr. Robertson's statements that City water was used starting in April 2014, this expense will be \$13.93 for each month that the property is connected without a meter, starting April 2014. Once the meter is installed, the user can elect to discontinue the City water service and pay \$3.89/month.

The property owner may request the Hailey City Council consider a delay of up to a five (5) year delay to comply with remaining requirements, which include the following:

6. **Submit an application for a water and wastewater permit.** The permit includes the most current water and wastewater connection fees and wastewater inspection fees. Assuming a ¾" water service size, connection and inspection fees total \$4,449.00 for water and \$3,957.00 for wastewater. For water service sizes larger than the typical residential size of ¾", fees are higher. *Connection fees are subject to annual increases and may be more if a delay is granted and the fees are paid at a later date.*

If you need any further information, or have any questions, please contact me at 788-9830, ext. 24 or [marie.platt@haileycityhall.org](mailto:marie.platt@haileycityhall.org).

Sincerely,



Mariel Platt  
Public Works Director

Enclosures: Hailey Municipal Code 13.04.030; Letter dated January 30, 2015.  
Cc: Ned Williamson, City Attorney

May 15, 2015

To whom it may concern,

I am writing this letter in behest of my mother Betty Butler, the property owner at 830 Broadford Rd. My mother has Alzheimer, is in late stage 6, is bed ridden and will 91 the 24<sup>th</sup> of this month. She resides in Ogden Utah. She has not been up to Hailey in over 2 years, at which time she stayed at my cousin Jimmies home. I am her sole caregiver, and have POA.

I am asking that the City Council grant to delay the hook up of the water and sewer, until at which time my mother passes and my sister Cathleen Daniels takes possession of the property. This could be stipulated by your council at the time she physically puts the property in her name, if you agree.

Enclosed are documents, stating in her Trust that all her monies will be used to keep her in her own home.

A copy of the "opinion of incapacity".

A letter stating that my sister Cathleen can NOT use the property until the death of my mother.

My cousin Jimmie Robertson, who used to have a mobile home on the property has removed it. There will be no one using or staying in the home, or on the property. He has installed a meter, and a water line, and it is turned off.

I will gladly pay the monthly fee for the water. My parents worked very hard to save their money so they could die in their own home. My father passed away in 2010. I took control of my mother's finances back in December of 2010. For the simple fact that my sister was having her invest thousands of dollars to fix that house up so she didn't have to when she took possession, even though she knew that there was something wrong with her.

Through the letters I have received I understand since the property was incorporated into the city that regulations say this needs to be done and MAY have a 5 year grace period. I am hoping that you will allow this to happen, so her money can be used to keep her in her own home.

I appreciate you taking the time to read this and discuss this matter.

Sincerely,



Ann M Butler

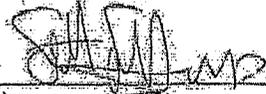
5155 Fillmore Ave

Ogden Utah 84403

**OPINION OF INCAPACITY**

**THE UNDERSIGNED**, being the personal physician of **Betty L. Butler**, hereby gives his opinion that said **Betty L. Butler** is, because of mental illness or deficiency, physical illness or disability or advanced age, unable to effectively manage her property and affairs.

DATED this 3 day of July, 2014.



(Signature)

Printed Name:

Scott Stallings, MD

Scott M. Stallings, M.D.  
698 East 12th Street  
Ogden, Utah 84404  
(801) 621-3466  
UPIN G64481

income of the trust and shall reinvest the same and at the end of each calendar year, the accumulated net income shall be added to and become a part of the principal.

**2.1(b) Distributions to Grantor in the Event of Grantor's Incapacity.** In the event of the incapacity of the Grantor, the Trustee may, in its discretion, first apply income and then principal of the trust to or for the Grantor's benefit to provide for her care and support. During the incapacity of Grantor, if, in the opinion of the Trustee, the income from all sources of which the Trustee has knowledge, including Social Security, shall not be sufficient to support, maintain and provide for the Grantor in her accustomed manner of living, or to meet her health, medical, dental, hospital and nursing expenses and expenses of invalidism, the Trustee is authorized to use and expend such part of the trust income and/or principal as the Trustee may deem necessary or desirable to make up such deficiency or to support and maintain the Grantor in her accustomed manner of living, and to meet her health, medical, dental, hospital and nursing expenses and expenses of invalidism. It is the Grantor's desire, if possible and desirable, considering both present and future needs and expectations, that the Trustee be liberal in construing the provisions of this section; and it is the Grantor's further desire that, to the extent reasonable and possible, she be allowed to live in her home in Ogden, Weber County, Utah, for the remainder of her life, rather than be placed in a nursing home, assisted living, or other facility for long-term placement. The Trustee is accordingly authorized and directed, to the extent reasonable and possible, to use any and, if necessary, all assets of the trust to accomplish the purposes of this trust as set forth in this section. Notwithstanding the foregoing, however, the decision of the Trustee as to the necessity or desirability for encroachment upon principal during the incapacity of the Grantor shall be conclusive upon all parties and the Trustee shall be relieved and exonerated hereunder if the Trustee acts in good faith in making such determinations.

**2.1(c) Revocation, Modification, Alteration and Amendment of Trust.** Any and all trusts created hereunder are hereby declared to be revocable and may at any time be modified, altered or amended; provided, however, such power to revoke, modify, alter or amend is exercisable solely by the Grantor, prior to her death or incapacity, by a writing duly acknowledged with the same formalities as are required for the valid execution and acknowledgment of deeds transferring real property, which writing shall then be effective to bring about such revocation, modification, alteration or amendment when delivered to the Trustee. In the event that the Grantor is incapacitated, the trust shall continue to be revocable; provided, however, that upon such incapacity or other inability to effectively manage property and affairs, the power to revoke, alter or amend shall be suspended. Upon the death of the Grantor, all trusts created hereunder shall be administered according to their terms and shall be irrevocable and not capable of modification, alteration or amendment by any person. The Grantor, prior to her death, shall have the further power, by a writing as above described, to relinquish any and all such powers and interests held, retained or acquired in any trust created hereunder by the Grantor.



**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 06/01/15

**DEPARTMENT:** PW

**DEPT. HEAD SIGNATURE:** \_\_MP\_\_

**SUBJECT:** Notice to Proceed and Construction Agreement with Contractors Northwest Inc. (CNI) to construct the Biosolids Handling Facility.

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

The City pre-qualified contractors to bid on this project earlier this year and selected six. On May 7, 2015, four contractors submitted bids. The apparent lowest bidder is CNI with a lump sum bid price of \$4,023,000.

The Council approved the Notice of Award on May 18, 2015 and sent all contract documents and the signed Notice of Award to CNI on May 19<sup>th</sup>.

CNI has 10 days to return the signed Agreement, Insurance Certificates, and bonds to Hailey. Hailey a signed Agreement and Notice to Proceed signed by CNI, along with certificates of insurance, performance bond and payment bond. The City Attorney has reviewed and approved the signed documents, and performance and payment bonds. After reviewing the certificate of insurance with CNI's insurer and reviewing the Agreement, the City Attorney believes CNI has complied with the insurance requirements under the Supplementary Conditions to the Agreement.

The Agreement and Notice to Proceed are attached.

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)

<input checked="" type="checkbox"/> City Attorney	<input type="checkbox"/> Clerk / Finance Director	<input type="checkbox"/> Engineer	<input type="checkbox"/> Building
<input type="checkbox"/> Library	<input type="checkbox"/> Planning	<input type="checkbox"/> Fire Dept.	<input type="checkbox"/> Water
<input type="checkbox"/> Safety Committee	<input type="checkbox"/> P & Z Commission	<input type="checkbox"/> Police	_____
<input type="checkbox"/> Streets	<input checked="" type="checkbox"/> Public Works	<input type="checkbox"/> Mayor	_____

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Motion to approve the Agreement and Resolution No. 2015-\_\_ and Notice to Proceed and to authorize the Mayor to sign.

**ACTION OF THE CITY COUNCIL:**

Date \_\_\_\_\_

City Clerk \_\_\_\_\_

**FOLLOW-UP:**

\*Ord./Res./Agrmt./Order Originals: Record  
Copies (all info.): \_\_\_\_\_  
Instrument # \_\_\_\_\_

\*Additional/Exceptional Originals to: \_\_\_\_\_  
Copies (AIS only)

**SECTION 00550  
NOTICE TO PROCEED**

TO: Contractors Northwest, Inc.  
P.O. Box 300  
Coeur d' Alene, Idaho 83816

**PROJECT DESCRIPTION:  
SOLIDS HANDLING IMPROVEMENTS;  
CITY OF HAILEY**

You are notified that the Contract Times under the above Contract will commence to run on June 1, 2015. On or before that date, you are to start performing your obligations under the Contract Documents. In accordance with Article 4 of the Agreement, the date of Substantial Completion is April 16, 2016, and the date of readiness for final payment is May 16, 2016.

Before you may start any Work at the Site, Paragraph 2.01.B of the General Conditions provides that you and Owner must each deliver to the other (with copies to Engineer and other identified additional insureds and loss payees) certificates of insurance which each is required to purchase and maintain in accordance with the Contract Documents.

You are required to return an acknowledged copy of the Notice to Proceed to the Owner.

Dated this 1 day of June, 2015

City of Hailey  
Owner

By: \_\_\_\_\_

Title: \_\_\_\_\_

**ACCEPTANCE OF NOTICE**

Receipt of the above Notice to Proceed is hereby acknowledged by the Contractor,

[Signature], this 27<sup>th</sup> day of MAY, 2015.

By: D. DEAN HAAGENSON

Title CEO

**END OF SECTION**

*This page intentionally left blank.*

**SECTION 00520**  
**AGREEMENT**

This Agreement is by and between City of Hailey, Idaho ("Owner") and  
Contractors Northwest, Inc. ("Contractor").

Owner and Contractor hereby agree as follows:

**ARTICLE 1 – WORK**

- 1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:
- A. The Project generally consists of construction of a new aerobic digester including new aeration and pumped mixing systems; construction of a new solids handling equipment building; installation of new Owner-furnished thickeners, screw press, and augers; provide new plant utility water pump station and new grit removal blower; demolition of the existing aerobic digester and fiberglass dome; performing all other associated yard piping, civil, structural, mechanical, plumbing, electrical, and instrumentation work required for a completely operational system as specified within the Project Manual.

**ARTICLE 2 – THE PROJECT**

- 2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: City of Hailey, Idaho Solids Handling Improvements.

**ARTICLE 3 – ENGINEER**

- 3.01 The Project has been designed by:
- HDR Engineering, Inc.  
412 E. Parkcenter Blvd., Suite 100  
Boise, ID 83706
- 3.02 The Owner has retained HDR Engineering, Inc. ("Engineer") to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

**ARTICLE 4 – CONTRACT TIMES**

- 4.01 *Time of the Essence*
- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.
- 4.02 *Contract Times: Days*
- A. The Work will be substantially completed within 320 days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 350 days after the date when the Contract Times commence to run.
- 4.03 *Liquidated Damages*
- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not substantially completed and within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The parties also recognize the delays, expense, and difficulties involved in proving in a legal

211869

City of Hailey  
Solids Handling Improvements - Conformed  
AGREEMENT  
00520 - 1

May 15, 2015

proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. Substantial Completion: Contractor shall pay Owner \$1500.00 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified in Paragraph 4.02.A above for Substantial Completion until the Work is substantially complete.
2. Completion of Remaining Work: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$500.00 for each day that expires after such time until the Work is completed and ready for final payment.
3. Liquidated damages for failing to timely attain Substantial Completion and final completion are not additive and will not be imposed concurrently.

4.04 *Special Damages*

1. **Unscheduled employment of the Engineer:**
  - a. Prior to substantial completion, Contractor shall pay for the unscheduled employment of the Engineer, Resident Project Representative, and supporting staff necessitated by the Contractor's activities including:
    - 1) Furnishing materials and equipment not in conformance with the Contract Documents resulting in any re-inspection or redesign work by the Engineer;
    - 2) Any reestablishment of survey lines or benchmarks destroyed by the Contractor's actions;
    - 3) Additional work required by the failure of the Contractor to maintain adequate record documents;
    - 4) Additional work required by the failure of the Contractor to maintain the project schedule;

	Straight Time	Overtime
Engineer	\$125.00/hr	1.5 x Straight Time
Resident Project Representative	\$100.00/hr	1.5 x Straight Time
CAD Technician	\$75.00/hr	1.5 x Straight Time
Clerical	\$50.00/hr	1.5 x Straight Time

- b. Resident Project Representative time will be accrued at straight time up to 40 hours per week during regular working hours and 1.5 times outside regular working hours.
  - c. Out of pocket expenses for materials, equipment, supplies, transportation and subsistence for Engineer, Resident Project Representative, and supporting staff shall be billed to Contractor at cost plus ten (10) percent mark-up.
2. In addition to the amount provided for liquidated damages, Contractor shall reimburse Owner (1) for any fines or penalties imposed on Owner as a direct result of the Contractor's failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.
3. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owner for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for

Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), until the Work is completed and ready for final payment.

#### ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

A. For all Work other than Unit Price Work, a lump sum of: \$4,023,000.00.

All specific cash allowances are included in the above price in accordance with Paragraph 13.02 of the General Conditions.

B. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit.

#### ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions and Section 01150 Measurement and Payment. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment as recommended by the Engineer once each month on or about the third Monday of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract

a. The Owner shall retain five (5) percent of the amount of each payment until substantial completion and acceptance of all work covered by the Contract Documents.;

b. Retainage will be five (5) percent of cost of materials and equipment not incorporated in the Work (but delivered, suitably stored and accompanied by documentation satisfactory to Owner as provided in the General Conditions).

B. Upon Substantial Completion and at the Owner's sole discretion, the amount of retainage may be reduced, if requested by the Contractor. Amount of substantial completion payment to Contractor will be reduced by such amounts as Engineer shall determine in accordance with Paragraph 15.01.E of the Standard General Conditions of the Construction Contract and less two-hundred (200) percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

6.03 *Final Payment*

A. Prior to final payment to Contractor, lien releases shall be provided for all project materials and equipment from subcontractors and suppliers and any other related vendors and subcontractors.

B. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

**ARTICLE 7 – INTEREST**

7.01 All amounts not paid when due shall bear interest at the maximum rate allowed by law at the place of the Project.

**ARTICLE 8 – CONTRACTOR’S REPRESENTATIONS**

- 8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:
- A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
  - B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
  - C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
  - D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
  - E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor’s safety precautions and programs.
  - F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
  - G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
  - H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
  - I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
  - J. Contractor’s entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

**ARTICLE 9 – CONTRACT DOCUMENTS**

9.01 *Contents*

- A. The Contract Documents consist of the following:
  - 1. This Agreement (pages 1 to 8, inclusive).
  - 2. Performance bond (pages { } to { } inclusive).
  - 3. Payment bond (pages { } to { } inclusive).

4. General Conditions (pages 1 to 65, inclusive).
  5. Supplementary Conditions (pages 1 to 10, inclusive).
  6. Specifications as listed in the table of contents of the Project Manual.
  7. Drawings (not attached but incorporated by reference) consisting of 91 sheets with each sheet bearing the following general title: City of Hailey, Idaho – Solids Handling Improvements.
  8. Addenda (numbers 1 to 3, inclusive).
  9. Exhibits to this Agreement (enumerated as follows):
    - a. Instructions to Bidders (pages 1 to 10).
    - b. Contractor's Bid (pages 1 to 6, inclusive).
    - c. Proposed Subcontractors (pages 1).
    - d. Proposed Manufacturers (pages 1 to 2)
  10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
    - a. Notice to Proceed.
    - b. Work Change Directives.
    - c. Change Orders.
    - d. Field Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

## ARTICLE 10 – MISCELLANEOUS

### 10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

### 10.02 *Assignment of Contract*

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

### 10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

### 10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to

replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
  2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
  3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
  4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 *Other Provisions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on June \_\_\_\_\_, 2015 (which is the Effective Date of the Contract).

OWNER: City of Hailey, Idaho

CONTRACTOR: Contractors Northwest, Inc.

By: \_\_\_\_\_

By: D. Dean Haggen

Title: \_\_\_\_\_

Title: CEO

*(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)*

Attest: \_\_\_\_\_

Attest: [Signature]

Title: \_\_\_\_\_

Title: Contractor

Address for giving notices:  
City of Hailey, Idaho  
115 S. Main Street  
Hailey, Idaho 83333

Address for giving notices:  
P.O. Box 6300  
Coeur d'Alene ID 83816

License No.: PWC.C-10327-U-1-3  
*(where applicable)*

*(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)*

END OF SECTION

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**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 6-1-15

**DEPARTMENT:** Legal

**DEPT. HEAD SIGNATURE:** \_\_\_\_\_

**SUBJECT:**

Vacation of portions of 6<sup>th</sup> Avenue and Carbonate Avenue and Grant of Easement

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_  
(IFAPPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

During previous meetings, the City Council approved of two vacations of portions of 6<sup>th</sup> Avenue and Carbonate Street. Hailey and Mary Mizer also agreed that Hailey could receive a utility easement over part of her property. At the last City Council meeting, the City Council continued the last reading of the vacation ordinance so we could receive an easement signed by Ms. Mizer. I just received the easement and believe the city can conclude the vacation process.

I anticipate that the mayor will recuse himself from this item. Consequently, I show the Council President's name on the documents. I am enclosing Ordinance No. 1173, the Sewer Line Easement Agreement, quitclaim deeds and Resolution No. 2015-32.

Ned

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:** Caselle # \_\_\_\_\_  
Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_  
Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
Staff Contact: \_\_\_\_\_ Phone # \_\_\_\_\_  
Comments:

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IFAPPLICABLE)  
\_\_\_\_ City Attorney      \_\_\_\_ Clerk / Finance Director      \_\_\_\_ Engineer      \_\_\_\_ Building  
\_\_\_\_ Library      \_\_\_\_ Planning      \_\_\_\_ Fire Dept.      \_\_\_\_  
\_\_\_\_ Safety Committee      \_\_\_\_ P & Z Commission      \_\_\_\_ Police      \_\_\_\_  
\_\_\_\_ Streets      \_\_\_\_ Public Works, Parks      \_\_\_\_ Mayor      \_\_\_\_

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD**

Make a motion to a) conduct the third reading of Ordinance No. 1173 and read by title only, b) approve the Sewer Line Easement Agreement, the Quitclaim Deeds and Resolution No. 2015-32, and c) authorize the council president to sign Ordinance No. 1173, the easement, quitclaim deeds and resolution.

**FOLLOW-UP REMARKS:**

## SEWER LINE EASEMENT AGREEMENT

This Sewer Line Easement Agreement (“**Easement Agreement**”) is made this 20 day of May, 2015, by and between Mary M. Mizer (“**Grantor**”) and City of Hailey, Idaho (“**Grantee**”) (Grantor and Grantee are collectively referred to as “**Parties**”).

### RECITALS

A. The Grantor is the owner in fee simple of a parcel of property located in the City of Hailey, Idaho, more particularly described as twenty feet (20’) by three hundred feet (300’) of the east side of 6<sup>th</sup> Avenue commencing at the northwest corner of Block 94 at Carbonate Street and running to the southwest corner of Block 94 at Bullion Street of the Original Hailey Townsite, as shown on the official plat of the City of Hailey on file in the office of the Blaine County Recorder, Idaho (“**Servient Estate**”).

B. Grantee is a body politic and corporate and has the power and authority to own and hold interests in real property.

C. The existing sewer line within the Servient Estate is encroaching approximately two feet (2’) along the westerly portion of the Servient Estate.

D. Grantor and Grantee desire to establish a sewer line easement across, over and under the just the portion of the Servient Estate currently needed to enable the Grantee to maintain, repair, replace, construct, reconstruct and use the sewer line.

### AGREEMENT

NOW, THEREFORE, IN CONSIDERATION of the above recitals which are incorporated below, and of the mutual covenants and agreements herein contained and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Grant of Easement. Grantor hereby grants and conveys to Grantee, and her successors and assigns, a non-exclusive public sewer line easement over, across and under the Servient Estate (“**Sewer Line Easement**”).

2. Purposes/Restrictions. The Sewer Line Easement may be used for the operation, improvement, reconstruction, repair and maintenance of the sewer line within the Sewer Line Easement by Grantee and shall be used solely for the benefit of Grantee and the general public. The establishment of the Sewer Line Easement shall not affect the zoning setbacks of the Grantor’s property. If the Grantee exercises any of its rights under this Easement Agreement, the Grantee shall return the property to its pre-existing condition. In the event the sewer line within the Sewer Line Easement is replaced or reconstructed, the sewer line shall remain in the same location or to the west.

3. Successors and Assigns. All provisions of this Easement Agreement, including the benefits and burdens, run with the land covered hereby and are binding on and inure to the

benefit of the heirs, permitted assigns, permitted successors, tenants and personal representatives of the Parties hereto.

4. Recordation of Instrument. The Parties agree that this Easement Agreement may be duly recorded by Grantee.

5. Miscellaneous Provisions.

a. Headings. The headings in this Easement Agreement 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 Easement Agreement or any provision hereof.

b. Severability. Every provision of this Easement Agreement 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 Easement Agreement.

c. Remedies. The rights and remedies provided by this Easement Agreement are cumulative and the use of any one right or remedy by any party shall not preclude or waive its rights to use any or all other remedies. Said rights and remedies are given in addition to any other rights the Parties may have by law, statute, ordinance or otherwise.

d. Amendment. This Easement Agreement may be amended only in writing signed by the all of the Parties.

e. Attorneys Fees. Should any action be brought to interpret or enforce any provision hereof, or for damages for breach hereof, the prevailing party shall be entitled to such reasonable attorney's fees and costs as may be determined by any court of competent jurisdiction wherein such action is brought, and on appeals and in bankruptcy proceedings.

f. Entire Agreement. This Easement Agreement contains the entire agreement between the Parties respecting the matters herein set forth and supersedes all prior agreements between the Parties hereto respecting such matter.

g. Governing Law. This Easement Agreement shall be construed in accordance with the laws of the State of Idaho.

h. Counterparts. This Easement Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

i. Presumption. No presumption shall exist in favor of or against any party to this Easement Agreement as the result of the drafting and preparation of the document.

IN WITNESS WHEREOF, the Parties have executed this Sewer Line Easement Agreement the day and year written herein.

GRANTOR:

*James D. Mizer as attorney in fact*  
By *for Mary M. Mizer*  
Mary M. Mizer

GRANTEE:

CITY OF HAILEY

By: \_\_\_\_\_  
Don Keim, Council President

ATTEST:

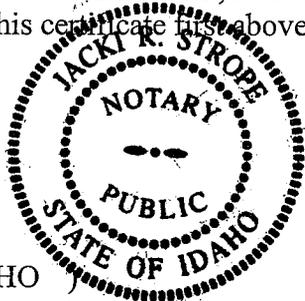
\_\_\_\_\_  
Mary Cone, City Clerk

STATE OF IDAHO )

) ss.  
County of Blaine )

On this 20<sup>th</sup> day of May, 2015, before me, a Notary Public in and for said State, personally appeared James Mizer, known or identified to me to be the person whose name is subscribed to the within instrument as the attorney in fact of Mary M. Mizer, and acknowledged to me that he subscribed the name of Mary M. Mizer thereto as principal, and his own name as attorney in fact.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.



Jacki R. Strope  
Notary Public for Idaho  
Residing at: Hailey, Idaho  
My commission expires: 9/26/18

STATE OF IDAHO )  
) ss.  
County of Blaine )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2015, before me, a Notary Public in and for said State, personally appeared Don Keirn, known or identified to me to be the Council President of the City of Hailey, who executed the foregoing instrument, and acknowledged to me that he executed the same.

In witness thereof, I have set my hand and affixed my seal the day and year in this certificate above written.

\_\_\_\_\_  
Notary Public for Idaho  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

Space above line for recorder's use.

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GENERAL DURABLE POWER OF ATTORNEY  
FOR MARY M. MIZER

I, MARY M. MIZER, residing in the County of Blaine, State of Idaho, designate and appoint my Son, JAMES D. MIZER, as my attorney-in-fact and agent, to act in my name and only for my benefit. I grant to my agent full power and authority to do everything necessary in exercising any of the powers herein granted as fully as I might or could do if personally present and fully competent hereby ratifying and confirming that my agent shall lawfully do or cause to be done by virtue of this power of attorney and the powers herein granted.

THIS GENERAL DURABLE POWER OF ATTORNEY is made pursuant to Idaho Code Section 15-12-101 etc, the "Uniform Power of Attorney Act" and all other applicable and lawful authority.

1. Effectiveness of Power/Disability of Principal. This General Durable Power of Attorney shall become effective upon execution of the same. Whenever it is incumbent upon my agent to exercise powers as my agent or attorney in fact, my agent is to do so in accordance with his or her best judgment on my behalf and in my best interest. Once this General Power of Attorney is effective, it shall not be affected by the subsequent or continuing disability or incapacity of the principal. This is a Durable power of attorney.

2. General Grant of Power. In addition to the Duties enumerated herein, my agent shall have all of the powers and duties set forth in the Uniform Power of Attorney Act. My agent shall have power to exercise or perform any act, power, duty, right, or obligation whatsoever that I now have, or may hereafter acquire, relating to any person, matter, transaction, or property, real or personal, tangible or intangible, now owned or hereafter acquired by me, including without limitation, the powers specifically enumerated in this instrument. Generally, my agent shall have

**GENERAL DURABLE POWER OF ATTORNEY - 1**

power to do and perform all matters, transact all business, and make, execute and acknowledge all contract, orders, deeds, mortgages, leases, assignments, assurances, and instruments of every kind which may be requisite or proper to effectuate the purposes of this general power of attorney.

3. Specific Powers Without in any way limiting the generality of the power and authority conferred upon my agent by this instrument, my agent shall have and may exercise each of the following specific powers:

(a) Power to Acquire and Sell: My agent shall have the power and authority to acquire, purchase, exchange, grant options, and sell, assign, release, convey, mortgage, hypothecate, lease, accept and take possession of real and personal property and interests therein, both tangible and intangible, upon such terms, conditions and covenants as my agent shall deem proper and to sign, seal, execute, deliver and acknowledge such deeds, leases, contracts, assignments, indentures, agreements, mortgages, deed of trust, bills of sale, security agreements and related forms, exchange agreements, bills, bonds, notes, receipts, releases, and satisfactions of mortgages, security interests and judgments, and such other instruments in writing as shall be proper.

(b) Borrowing and Banking Powers: My agent shall have the power and authority to borrow moneys on my behalf and to sign, seal, execute, deliver and acknowledge on my behalf such promissory notes, bills, bonds, or other evidence of indebtedness and such mortgages, deeds of trust, security agreements, pledges, or other documents to secure the payment of borrowed funds as my agent shall deem proper. My agent shall have the power and authority to make, receive and endorse checks and drafts, deposit and withdraw funds, acquire and redeem certificates of deposit in banks, savings and loan associations, and other financial institutions, and to release such mortgages, deeds of trust, or other security instruments as may be necessary or proper in the exercise of the rights and powers granted herein.

(c) Powers of Collection and Payment: My agent shall have the power and authority to forgive, request, demand, sue for, recover, collect, receive, and hold all sums of money debts, dues, commercial paper, checks, drafts, accounts, deposits, legacies, bequests, devises, notes, interests, stock certificates, bonds, dividends, certificates of deposit, annuities, pension, profit sharing, retirement, social security, Medicare, insurance, and other contractual benefits and proceeds, all documents of title , all property and property rights, real or personal,

**GENERAL DURABLE POWER OF ATTORNEY - 2**

intangible or tangible, demands whatsoever, liquidated or unliquidated, now or hereafter owned by, or due, owing, payable, or belonging to me or in which I have or may hereafter acquire an interest; to have, use and take: lawful means and equitable and legal remedies and proceedings in my name and for the collection and recovery thereof including the enforcement of mortgages, deeds of trust, and security instruments, to adjust, sell, compromise, and agree for the same, and to execute and deliver for on my behalf, and in my name, all endorsements, releases, receipts, or other sufficient discharges for the same. My agent shall have the power and authority to pay and discharge all debts and demands due and payable or which may hereafter become due and payable by me to any person or persons whomsoever.

(d) Management Powers. My agent shall have the power and authority to maintain, repair, improve, invest, manage, insure, rent, lease, encumber, partition, and in any manner deal with any real or personal property, tangible or intangible, or any interest therein, that I now *own* or may hereafter acquire, upon such terms and conditions as my agent shall deem proper, and to transfer any or all of my assets to the trustee of any revocable living trust which I may have an interest.

(e) Motor Vehicles My agent shall have the power and authority to apply for a certificate of title upon and endorse and transfer title to any motor vehicle and to represent in such transfer assignment that the title to said motor vehicle is free and clear of all liens and encumbrances except those specifically set forth in such transfer assignment.

(f) Business Interests. My agent shall have the power and authority to conduct or participate in any lawful business of whatever nature; to execute partnership agreements and amendments thereto; to incorporate, reorganize, merge, consolidate, recapitalize, sell, liquidate, or dissolve any business; to eject or employ officers, directors, and agents; to carry out the provisions of any agreement for the sale of any business interest or the stock therein; and to exercise voting rights with respect to stock, either in person or by proxy, and exercise stock options.

(g) Tax Powers. My agent shall have the power and authority to prepare, sign, and file joint or separate income tax returns or declarations of estimated tax for any year or years; to prepare, sign, and file gift tax returns with respect to gifts made by me for any year or years; to consent to any gift and to utilize any gift-splitting provision or other tax

**GENERAL DURABLE POWER OF ATTORNEY - 3**

election; and to prepare, sign, and file any claims for refund of any tax.

(h) Gifts. My agent shall have the power and authority to make gifts to my issue, [including my attorney-in-fact], in amounts to be determined by my agent, in my agent's sole discretion, after taking into consideration my needs and my resources the time any such gift is contemplated; provided, however, that the aggregate of any such gifts to any individual in any calendar year shall not exceed that amount which on the date of the gift is the annual exclusion per person set forth in Section 2503(b) of the Internal Revenue Code of 1986, as & amended (or in any corresponding provision of any subsequent federal tax laws).

(i) Safe Deposit Boxes My agent shall have the power and authority to have access at any time or times to any safe deposit box rented by me, wheresoever located; to remove all or any part of the contents thereof; and to surrender or relinquish said safe deposit box, and any institution in which any such safe deposit box may be located shall not incur any liability to me or my estate as a result of permitting my agent to exercise this power.

(j) Funding of Trusts My agent shall have the power and authority to transfer from time to time to the Trustee or Trustees of any revocable trust agreement created by me before or after the execution of this instrument, as to which trust I am, during my lifetime, a primary income and principal beneficiary, any or all of my cash, property or interest in property, including any rights to receive income from any source; and for this purpose my agent shall have the power and authority to enter and remove from any safe deposit box of mine (whether the box is registered in my name alone or jointly with one or more persons) any of my cash or property and to execute such instruments, documents, and papers to effect the transfers described herein as may be necessary, appropriate, incidental or convenient.

4. Revocability. This power of attorney is revocable, provided, that insofar as any governmental agency, bank, trust company, insurance company, transfer agent, or other person shall rely upon this power, this power may be revoked only by a notice in writing executed by me and my agent and delivered to such person or institution.

5. Interpretation. This instrument is to be construed and interpreted as a general power of attorney. The enumeration of specific powers herein is not intended to, nor does it, limit or restrict the general powers herein granted to my agent. This instrument is executed and delivered in the State of Idaho, and the laws of the State of Idaho shall govern all questions as to

**GENERAL DURABLE POWER OF ATTORNEY - 4**

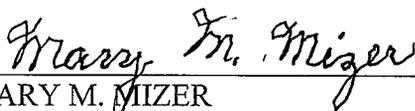
the validity of this power and the construction of its provisions.

6. Third-Party Reliance. Third parties may rely upon the representations of my agent as to all matters relating to any power granted to my agent, and no person who may act in reliance upon the representations of my agent or the authority granted to my agent shall incur any liability to me or my estate as a result of permitting my agent to exercise any power.

7. Designation of Successor Agents. In the event that my Son, JAMES D. MIZER, predeceases me, resigns as my agent, or is incompetent to act as my agent under this instrument, then I appoint daughter, LYDIA L. GODINHO, as my agent, with all the duties, obligations and powers and authority as set forth herein; including priority for appointment as conservator.

8. Revocation of Prior Instruments. All prior general powers of attorney previously executed by me are hereby revoked and superseded by this instrument. If I execute simultaneously with this instrument or hereafter another power of attorney to another agent, this revocation shall not apply to such contemporaneous or subsequent powers of attorney unless expressly otherwise in a written document or instrument.

IN WITNESS WHEREOF, I have executed and acknowledged this General Durable Power of Attorney this 15<sup>th</sup> day of May, 2015.

  
\_\_\_\_\_  
MARY M. MIZER

ACKNOWLEDGEMENT

STATE OF IDAHO )  
 )ss.  
County of Ada. )

On this 15<sup>th</sup> day of May, 2015 before me, Karina Garcia, a notary public in and for said state, personally appeared MARY M. MIZER known or identified to me to be the person whose name is subscribed to the within instrument, and acknowledged to me that he executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 15<sup>th</sup> day of May, 2015.



Karina Garcia  
Notary Public  
Residing at: Boise, ID  
Commission Expires: 04/07/2018

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 6-1-15

**DEPARTMENT:** Legal

**DEPT. HEAD SIGNATURE:** \_\_\_\_\_

**SUBJECT:**

Ordinance No. 1176 (Build Better/IECC amendments)

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_  
(IFAPPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

At the last city council meeting, the city approved of an amendment to the Municipal Code. Since that meeting, staff has requested one substantive change to the approved ordinance. On page 3 of Ordinance No. 1176, Subsection 15.08.012(C)(1)(a) has been revised to show the HERS index score is now 70, instead of 58. On this point, Kristine has explained: "The research that we conducted had conflicting numbers. After Jerry, Sharon and I all met after the City Council meeting, we found evidence supporting the 70 over the 58. 58 is a hard target to meet with an introductory energy program and 70 would be more realistic for a starting point. The Energy codes require a 79 but Build Better Program is currently at 72. In order to stay aligned with our goals and standards, an improvement of 2 points is a better choice for the community."

Ned

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:** Caselle # \_\_\_\_\_  
Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_  
Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
Staff Contact: \_\_\_\_\_ Phone # \_\_\_\_\_  
Comments: \_\_\_\_\_

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IFAPPLICABLE)

___ City Attorney	___ Clerk / Finance Director	___ Engineer	___ Building
___ Library	___ Planning	___ Fire Dept.	_____
___ Safety Committee	___ P & Z Commission	___ Police	_____
___ Streets	___ Public Works, Parks	___ Mayor	_____

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD**

Conduct a public hearing allowing the public to comment on the revised HERS score, and if satisfactory, make a motion to approve Ordinance No.1176, as revised, to conduct the second reading of Ordinance No. 1176 and to read by title only.

**FOLLOW-UP REMARKS:**

## HAILEY ORDINANCE NO. 1176

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING CHAPTER 15.08 OF THE HAILEY MUNICIPAL CODE BY AMENDING SUBSECTION 15.08.012(A) TO REQUIRE NEW RESIDENTIAL CONSTRUCTION TO COMPLY WITH THE INTERNATIONAL ENERGY CONSERVATION CODE; AMENDING SUBSECTION 15.08.012(C) TO REQUIRE COMPLIANCE WITH THE INTERNATIONAL ENERGY CONSERVATION CODE AND REVISE STANDARDS FOR AIR EXCHANGES; REPEALING SUBSECTION 15.08.012(E); AMENDING SUBSECTION 15.08.020 TO REVISE STANDARDS FOR MOVED STRUCTURES, REVISE SUBMITTAL REQUIREMENTS, CORRECT NUMBERING OF CODE SECTIONS, REVISE THE FIRE REVIEW FEE, REVISE PROCEDURES FOR PERMITS AND FEES, DELETE COMPLIANCE WITH RESIDENTIAL AND COMMERCIAL ENERGY EFFICIENCY PROVISIONS OF CHAPTERS 4 AND 5 OF THE INTERNATIONAL ENERGY CONSERVATION CODE AND REVISE PLUMBING FIXTURE STANDARDS; AMENDING SUBSECTION 15.08.030 TO REQUIRE COMPLIANCE WITH THE INTERNATIONAL ENERGY CONSERVATION CODE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE.

WHEREAS, Idaho Code § 39-4116 allows the City of Hailey to amend the International Building Code, the International Residential Code and the International Energy Conservation Code (“Codes”) to reflect local conditions, provided the amendments provide an equivalent level of protection; and

WHEREAS, good cause exists for an amendment to the Codes and that such an amendment is reasonably necessary;

WHEREAS, the City of Hailey has conducted a public hearing to consider such amendments after notice was provided in accordance with Idaho Code § 39-4116 and Chapter 9, Title 50, Idaho Code; and

WHEREAS, the City Council of the City of Hailey have determined that certain amendments and modifications to the Code will promote the public health, safety and welfare of the citizens of and visitors to the City of Hailey, Idaho;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, AS FOLLOWS:

**Section 1.** Section 15.08.012(A) of the Hailey Municipal Code is hereby amended by the deletion of the stricken language and the addition of the underlined language, as follows:

A. Applicability: This section is a supplement to the other adopted international codes and is not intended to be used as independent construction regulations or to abridge or supersede safety, health or environmental requirements under other applicable codes or ordinances. All commercial and residential new construction, additions and alterations shall comply with the standards of this section, unless otherwise stated herein.

1. Referenced Codes and Standards: It is the expressed intent of this section to require higher minimum standards relating to building performance than the corresponding minimum standards

set by the referenced codes and standards, and in such cases, the higher minimum standards of this section shall take precedence.

2. Other Laws and Codes: The provisions of this section shall not be deemed to nullify any provisions of local, state or federal laws and codes.

3. Residential New Construction Exemptions: U.S. green building council's leadership in energy and environmental design for homes certification level or National Association of Home Builder's green building program bronze level project are exempt from the build better program requirements. Either exemption must verify that the project is compliant ten percent (10%) more energy efficient than with the IECC, using a HERS index or the alternative method described in subsection C1a(2) of this section. The exemptions listed above must show intent to meet the requirements at the building permit review stage through plans and an initial HERS score based on the proposed design. Prior to receiving a certificate of occupancy, copies of all program documentation and a final HERS score shall be submitted to the building department.

4. Commercial New Construction Exemptions: U.S. green building council's leadership in energy and environmental design for new construction minimum certification level projects are exempt from the build better program requirements, provided the applicant verifies that the project meets the minimum energy efficiency requirements for commercial buildings, as identified in subsection C2a of this section. The applicant must identify the intent to meet U.S. green building council's leadership in energy and environmental design for new construction certification level, at a minimum, at the building permit review stage with an indication on the plans and with a written narrative what leadership in energy and environmental design points will be achieved. Prior to receiving a certificate of occupancy, copies of all program documentation shall be submitted to the building department.

5. Exemptions For Commercial And Residential Alterations And Additions: In addition to the exemptions listed in section 101.4 of the IECC, the following projects are exempt from this section:

- a. Window, glass only replacements of the same size and location.
- b. Bathroom remodel projects limited to the replacement of fixtures and cabinets.
- c. Kitchen remodel projects limited to the replacement of cabinets, countertops, plumbing fixtures and appliances.
- d. Electrical work associated with permits issued only for electrical work.
- e. Plumbing associated with permits issued only for plumbing.
- f. Replacement of HVAC appliances associated with permits issued only for appliance replacement.
- g. Reroofs.
- h. Additions less than five hundred (500) square feet of conditioned floor area.
- i. New construction or additions of any size that do not include any conditioned floor area.
- j. Alterations that do not affect the integrity of the building envelope.
- k. Alterations that do not require a building permit.
- l. Tenant and ADA improvements required by the building department.
- m. Structures listed on the national historic register.
- n. Modular buildings built off site and inspected by the Idaho department of building safety with the official insignia affixed to the modular building.
- o. Manufactured home built off site and inspected by the Idaho department of building safety with the official insignia affixed to the modular building.

Any commercial or residential alteration or addition which is not otherwise exempt shall comply with the requirements of this section to the greatest extent possible, unless the administrators find that compliance with all or part of the provisions of this section would: 1) create an undue hardship on the applicant; and 2) not materially advance the goal of this section to conserve energy, water and other natural resources.

**Section 2.** Section 15.08.012(C) of the Hailey Municipal Code is hereby amended by the deletion of the stricken language and the addition of the underlined language, as follows:

C. Energy Efficiency: All commercial and residential new construction and additions shall comply with the IECC, ~~and shall increase energy efficiency ten percent (10%) beyond the IECC requirements.~~

1. Residential Energy Efficiency: Energy efficiency shall ~~be ten percent (10%) greater than meet~~ the IECC requirements for new construction, additions, and alterations with conditioned space, five hundred (500) square feet or greater.

a. New Construction: Energy efficiency shall be verified by a RESNET certified HERS rater using a REM/Rate™ energy analysis and IECC section 405 criteria. Applicants shall submit an initial HERS index score based on the proposed design with a building permit application. Prior to receiving a certificate of occupancy, a final HERS index score shall be submitted to the building department, verifying that the project is ~~ten percent (10%) more energy efficient compared to compliant with the IECC with a score of 70 or less.~~

(1) New residential construction certified under the current Energy Star northwest program is exempt from this subsection C1, providing the building plans and the constructed building are certified Energy Star northwest.

(2) New residential construction is not required to be verified by a HERS rater if a ninety ~~two~~ percent (902%) AFUE furnace or equivalent system is installed, a 0.62 EF water heater or equivalent system is installed, all lights are LED or CFL, and air sealing tests verify four (4)~~five~~ (5) air exchanges per hour at fifty (50) pascals.

b. Additions: A RESNET certified HERS rater shall conduct a certified HERS audit of the entire building associated with the addition, unless a previous certified HERS audit has been conducted and submitted to the building department within the last five (5) years. The energy efficiency of the addition itself shall be verified by a REScheck energy analysis. Applicants shall submit a REScheck energy analysis based on the proposed design with a building permit application. Prior to receiving a certificate of occupancy, the specifications of the REScheck energy analysis will be verified by the building department during routine inspections. The REScheck energy analysis shall ~~project a ten percent (10%) more energy efficient design compared to~~ confirm compliance with the IECC.

c. Alterations: A REScheck energy analysis shall be submitted to the building department verifying that the alteration ~~exceeds~~ meets the energy efficiency requirements of the IECC ~~by ten percent (10%)~~ or by calculating the energy efficiency rating of a specific component that affects energy efficiency associated with the alteration. ~~For example: The IECC requires a U-factor of 0.35 for a new window installation. A new window that is ten percent (10%) more efficient would have a U-factor of 0.315 (or 0.32 rounded up) or better.~~

2. Commercial Energy Efficiency:

a. New Construction: Buildings less than twenty thousand (20,000) square feet of conditioned space shall verify energy efficiency using a COMcheck energy analysis and buildings twenty thousand (20,000) square feet or larger shall verify energy efficiency using an energy model.

(1) For buildings under twenty thousand (20,000) square feet of conditioned space, applicants shall submit a COMcheck energy analysis based on the proposed design with a building permit application. Prior to receiving a certificate of occupancy, the specifications of the COMcheck energy analysis will be verified by the building department during routine inspections. The COMcheck energy analysis shall ~~project a ten percent (10%) more energy efficient design compared to~~ shall confirm compliance with the IECC.

(2) Buildings twenty thousand (20,000) square feet of conditioned space or larger shall be energy modeled by a licensed engineer using building department approved energy modeling software. Approved software includes, but is not limited to, the most recently published version of the following: eQuest, Trace, Carrier HAP and EnergyPlus. The model shall verify that ~~amount of energy used is ten percent (10%) more energy efficient compared to~~ compliance with the IECC and shall be submitted to the building department with the building permit application. Prior to receiving a certificate of occupancy, the specifications of the energy model will be verified by the building department during routine inspections.

b. Additions: An energy audit shall be conducted by an Idaho licensed engineer on the entire building associated with the addition, unless an energy audit by an Idaho licensed engineer has been conducted and submitted to the building department within the last five (5) years. Energy efficiency shall be verified by a COMcheck energy analysis or modeled in accordance with subsection C2a(2) of this section if the addition is greater than twenty thousand (20,000) square feet of conditioned space or larger. Applicants shall submit a COMcheck energy analysis based on the proposed design with a building permit application. Prior to receiving a certificate of occupancy, the specifications of the COMcheck energy analysis will be verified by the building department during routine inspections. ~~The COMcheck energy analysis shall project a ten percent (10%) more energy efficient design compared to the IECC.~~

c. Alterations: A COMcheck energy analysis shall be submitted to the building department verifying that the alteration ~~meets~~ exceeds the energy efficiency requirements of the IECC ~~by ten percent (10%)~~ or by calculating the energy efficiency rating of a specific component that affects energy efficiency associated with the alteration. ~~For example: The IECC requires a U-factor of 0.35 for a new window installation. A new window that is ten percent (10%) more efficient would have a U-factor of 0.315 (or 0.32 rounded up) or better.~~

**Section 3.** Section 15.08.012(E) of the Hailey Municipal Code is hereby repealed in its entirety.

**Section 4.** Section 15.08.020 of the Hailey Municipal Code is hereby amended by the deletion of the stricken language and the addition of the underlined language, as follows:

Pursuant to Idaho Code Section 39-4116(4), the following codes adopted pursuant to section 15.08.010 of this chapter or provisions thereof are added to, amended, altered and/or modified as follows:

- A. Required Permits: Required building permit applications shall be made on forms furnished by the city of Hailey, and approval shall be in accordance with section R105.1 of the IRC and section 3410 of IBC.
1. Excavation: Section 105.1 of the IRC and IBC require a permit from the building official for the start of construction. For the purposes of this section, the start of construction is defined as the

excavation or trenching for the installation of forms for footings, or where no forms are used, start of construction is excavation or trenching.

2. Moved Structures: The IRC is amended to add the following section R105.3.3 and the IBC is amended to add the following:

105.3.3 Moved Structures. Applications for permits for moved structures shall include but are not limited to the following information provided by an Idaho licensed structural engineer: appropriate foundation designed to meet the city of Hailey structural forces; proof that existing headers ~~of the largest window and/or garage door opening is~~ are structurally adequate; where practical, an analysis of the existing roof system including trusses or rafters and roof sheathing materials, wall and floor systems for conformity to structural forces criteria for the new occupancy and new location.

3. Manufactured Homes: The IRC is amended to add the following section R105.1.2 and the IBC is amended to add the following section R105.1.4:

Manufactured Homes. Permits are required for manufactured homes pursuant to this code.

4. Demolition Permits: The IRC is amended to add the following section R105.1.3 and the IBC is amended to add the following 105.1.3:
  - a. General Requirements. Demolition shall include moving a structure from one site to another and destruction/demolition of a structure for disposal. Permit applications shall be provided by the city of Hailey and shall include owner, address, property descriptions, phone number, description of the scope of the demolition and a time frame. The person or entity submitting an application for a demolition permit for a historic structure must be the owner of record or the authorized agent of the owner(s). Acknowledgement of the demolition by utility companies serving the property, the Blaine County assessor's office and the jurisdiction's building official if other than the city of Hailey shall be required. Permits shall be valid for ninety (90) days.
  - b. Historic Structures. Prior to issuance of a "demolition" permit for buildings and structures built wholly or in part prior to 1941 ("historic structure"), regardless whether the historic structure was constructed on or relocated to the property, the Hailey building official shall submit the application to the Hailey planning department, Hailey fire department and Hailey arts and historic preservation commission. The applicant shall demonstrate the age of a building or structure by reliable records, including, but not limited to, records of the Blaine County assessor.
    1. A one hundred twenty (120) day review period shall run from the date of transmittal of copies of the application to the departments, agencies, commissions and organizations. The date of transmittal shall be documented in the application file and shall commence the comment period. Within seven (7) calendar days of the building official certifying that the application is complete, the building official shall, at the applicant's expense, publish a notice of intent to demolish a historic structure in the official newspaper of the City of Hailey, post on the subject property a notice of intent to demolish a historic structure, and mail notice of intent to demolish a historic structure to property owners within three hundred feet (300') of the subject property.
    2. During the review period, the city, the Hailey arts and historic preservation commission or any other commission, organization or individual may negotiate with the owner and with any other parties in an effort to find a means of preserving the structure or building for the acquisition by gift, purchase, or exchange of the property or any interest therein.

3. The one hundred twenty (120) day review period may be reduced if the building official or his/her designee finds that: a) the owner has reasonably demonstrated that rehabilitation of the historic structure would not be economically feasible; b) the historic structure shall be preserved by relocation of the building or structure to another appropriate site in Hailey; c) the historic structure is deemed a "dangerous" building as defined in chapter 3, section 3.02 of the 1997 uniform code for the abatement of dangerous buildings; or d) the Hailey arts and historic preservation commission has recommended the one hundred twenty (120) day review period be reduced because the historic structure does not maintain the historic architectural qualities, historic associations or archeological values of other historic structures within Hailey.
4. At the end of the review period, if the application for a "demolition" permit has not been withdrawn, the building official shall process the application according to the IBC and the municipal code. Any demolition permit for historic structure shall be conditioned so that prior to demolition, the applicant shall provide the Hailey arts and historic preservation commission with all available historic information about the historic structure, including: a) color photographs measuring at least four inches by six inches (4" x 6") of at least two (2) elevations of the building at the time of permit submittal (if the building faces one or more public streets, the 2 elevations shall be of the street facing sides); b) height, square footage and current use of building; and c) historical photograph, black and white or color, of the building, if feasible.
- c. Revegetation: Following demolition of a building or structure, any foundation and basement and all debris shall be removed, clean fill shall be placed in any excavated portion of the property, the grade of the property shall be leveled, and the property shall be planted or reseeded with drought resistant grasses and/or shrubs that are as minimally as possible irrigated to ensure successful revegetation within one month of the permitted work. The revegetation shall include noxious weed abatement and continued maintenance until new construction commences.

B. Permit Expiration: Section 105.5 of the IBC is deleted in its entirety and replaced by the following:

105.5 Expiration. Except as otherwise provided herein, every permit issued by the building official under the provisions of this code shall expire and become null and void if the building or work authorized by such permit is not completed within five hundred forty eight (548) days after its issuance. Permits that expire under this provision may be extended for a period not to exceed one hundred eighty (180) days by an application for extension filed with the building department city council by the permittee thirty (30) days prior to permit expiration. A permit issued by the building official under the provisions of this code may be extended for a maximum of four (4) times. A permit is considered null and void if inspections have not been completed for a period of one hundred eighty (180) days. An application fee of seventy five dollars (\$75.00) must be paid at the time of filing for an extension of the building permit.

C. Submittal Documents: Sections 107.1 of the IBC and IRC are deleted in their entirety and replaced by the following:

IBC section 107.1 and IRC R106.1 Submittal Documents. Construction documents, special inspection and structural observation programs, and other data shall be submitted in two (2) or more sets with each application for permit for Commercial projects. Construction documents, special inspection and structural observation programs, and other data shall be submitted

electronically with each application for permit for Residential projects. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional. Said design professional shall be an Idaho state licensed architect and/or Idaho state licensed structural engineer.

D. Deferred Submittal: Section 107.3.4.21 of the IBC shall be amended by the addition of the following language at the end of section 107.3.4.21:

Section 107.3.4.21: ...Furthermore, the deferred submittal may be charged a plan review fee in addition to any and all other related building permit fees in the amount of one hundred percent (100%) of the first plan review related to that building permit, except when manufactured trusses are used in an R3 and/or U-occupancy, truss specification may be submitted when available from the approved manufacturer without deferred submittal plan check fee.

E. Fees, Deposits And Refunds: For buildings, structures and other improvements requiring a building or other permit under this chapter, fees, deposits and refunds shall be paid to the city of Hailey as specified herein.

1. Building Permit Fee: Fees shall be charged utilizing table 1-A of the 1997 UBC, published by the International Conference Of Building Officials (ICBO). Building valuation shall be factored at one hundred twenty dollars (\$120.00) per square foot. For new construction or substantial remodels, an application fee of five hundred dollars (\$500.00) shall be made at the time the building permit application is submitted to the city. Said fee shall be credited to the total amount of the building permit fee, but shall be forfeited if the building permit is not obtained by the applicant within one hundred eighty (180) days of permit approval. Except as otherwise provided for herein, the remainder of the building permit fee and the deposit for final inspection shall be collected when the building permit is issued.
  - a. New residential construction, excluding additions and alterations, shall receive a ten percent (10%) reduction in building permit fees when built in accordance with the build better program and when using a RESNET certified HERS rater (performance path), in accordance with subsection 15.08.012C1a of the Hailey Municipal Code ~~city code~~.
2. Plan Review Fee: Building department review will be sixty five percent (65%) of the building permit fee. Except as otherwise provided for herein, the plan review fee shall be collected when the building permit is issued. At the election of the applicant, payment of the plan review fee for an Energy Star certified single-family residence or a building built to the build better program specifications may be deferred to the date of the issuance of a certificate of occupancy.
3. Fire Review Fee: Fire department review for commercial or multi-family projects shall be ~~thirty~~ twenty five percent (~~35~~25%) of the building plan review fee. Except as otherwise provided for herein, the fire review fee shall be collected when the building permit is issued.
4. Deferred Submittal Fee: An additional one hundred percent (100%) of the original plan review fee may be charged for all deferred submittals.
5. Moved Structure Fee: Moved structures will be calculated by using the estimated cost of the move applied to table 1-A of the 1997 UBC.

6. Manufactured Homes Fee: Fees shall be based on the on site elements constructed, not the home itself.
7. Demolition Fee: Fee shall be seventy five dollars (\$75.00) and shall be due at the time the application is submitted to the city.
8. Reroof Fee: Fee will be seventy five dollars (\$75.00) per roof and shall be due at the time the application is submitted to the city.
9. Fence Fee: Fee will be thirty dollars (\$30.00) and be paid when the application is submitted.
10. Shed Fee: Permits must be obtained for all sheds exceeding two hundred (200) square feet. Fees shall be based on table 1-A of the 1997 UBC.
11. Alternative Energy Review Fee: Fee shall be seventy five dollars (\$75.00) per alternative energy system application and shall be due at the time the application is submitted to the city.
12. Window Replacement Fee: Fee shall be seventy five dollars (\$75.00) per window replacement application and shall be due at the time the application is submitted to the city.
13. Fireplace Installation For Solid Fuel Burners Fee: Fee shall be seventy five dollars (\$75.00) per fireplace installation for solid fuel burners and shall be due at the time the application is due.

F. Fee Refunds: Section 109.6 of the IBC is deleted in its entirety and replaced as follows:

The building official may authorize refunding of any fee paid hereunder which was erroneously paid or collected. The building official may authorize refunding of one hundred percent (100%) of the permit fee paid when no work has been done under a permit issued in accordance with this code. The building official may authorize refunding of not more than one hundred percent (100%) of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done. The building official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than one hundred eighty (180) days after the date of fee payment.

G. Required Inspections: Section 110 of the IBC shall be amended by the addition of a new section 110.3.8.1, as follows:

Section 110.3.8.1 Manufactured Homes. Inspections are required for manufactured homes placed in the City of Hailey.

H. Board Of Appeals: Section 112 of the IBC and IRC shall be amended by the addition of a new section 112.3.1, as follows:

Section 112.3.1 Board Membership. The mayor and the Hailey city council will appoint a three (3) person board to stand as the board of appeals, as needed, with membership to be selected from, but not limited to, the following list of professionals in the various fields of expertise in the building industry:

Blaine County, Idaho building official;

The City of Hailey fire chief;

General contractor associated with the Building Contractors Association Of The Wood River

Valley;

A licensed Idaho architect; and

A licensed Idaho structural engineer.

I. Start Of Construction: Section 202 and section 1612.2 of the IBC shall be amended, to add the following definition:

Start Of Construction: The excavation or trenching for the installation of forms for footings. Where no forms are used, it is excavation or trenching.

J. Building Height: Section 502.1 of the IBC shall be amended by deleting the definition of "Height, Building" in its entirety and replacing it with the definition of building height contained in chapter 2 of the Hailey zoning ordinance, as amended.

K. Fire Resistance Rating Requirements: Table 602 of the IBC shall be amended as follows:

1. All walls of buildings that are closer than five feet (5') to a property line shall be constructed of four (4) hour firewall materials including a parapet wall as defined in the international building code.

Exception: Walls may be constructed of two (2) hour firewall materials if an approved, monitored sprinkler system is installed within the building.

2. Walls that run parallel to a public way, street or alley, as those terms are defined in the IBC, when said public way, street or alley is greater than twenty feet (20') wide, shall be constructed specifically in accordance with the IBC. Walls described in this subsection 2 shall not be subject to the requirements of subsection 1.
3. There shall be no openings or penetrations allowed in the required firewalls of buildings that are closer than five feet (5') to a property line.
4. The requirements as stated in subsections 1, 2 and 3 above shall apply to all zones and all types of building construction in the city of Hailey except general residential and limited residential zones 1 and 2.

L. Live Snow Load Requirements: Section 1603.1.3 of the IBC shall be amended by adding a new subsection 1603.1.3.1 as follows:

Section 1603.1.3.1. All roofs shall sustain within the stress limitations of this code, all "dead loads" plus unit "snow loads" of at least one hundred (100) pounds per square foot. The snow loads shall be assumed to act vertically upon the area projected upon a horizontal plane.

M. Live Load Requirements for Balconies or Second Floor Decks: Table 1607.1 of the IBC, item 5 pertaining to balconies, shall be amended to show a one hundred (100) psf snow load for all balconies and decks regardless of occupancy or size.

N. Seismic Resisting System: Section R301.2.2.3-1 of the IRC is amended by the addition of the following subsection R301.2.2.2.13-4, as follows:

R301.2.2.2.13-4 Engineering Design For Seismic Resisting System. All structures, including detached one- and two-family structures in seismic design category C or greater shall have a lateral force resisting system designed in accordance with accepted engineering practice by the engineer of record. The effective seismic weight for such buildings shall include thirty five percent (35%) of the flat roof uniform design snow load.

O. Snow Loads: Section R301.2.3 of the IRC shall be amended by the deletion of section R301.2.3 in its entirety and replaced with the following language:

Section R301.2.3 Snow Loads. All roofs shall sustain within the stress limitations of this code, all "dead loads" plus unit "snow loads" of at least one hundred (100) pounds per square foot. The snow loads shall be assumed to act vertically upon the area projected upon a horizontal plane.

P. International Energy Conservation Code: The IECC shall be amended as follows:

1. IECC Chapter 4, Residential Energy Efficiency.

a. ~~Section 401.2 Compliance. Projects shall comply with sections 401, 402.4, and 403.1, 403.2.2, 403.2.3, and 403.3 through 403.9 (referred to as mandatory provisions), and section 405 (performance).~~

b. ~~Sections 402.1 through 402.3, 403.2.1 and 404.1, shall be deleted.~~

c. ~~Section 402.4.2 Air Sealing And Insulation. Building envelope air tightness and insulation installation shall be demonstrated to comply by section 402.4.2.1, Testing Option.~~

d. ~~Section 402.4.2.2 Visual Inspection Option, shall be deleted.~~

ea. Section 405 Simulated Performance Alternative (Performance). This section shall be met using residential energy services network's (RESNET) home energy rating system (HERS) by developing a simulated model of the proposed design and comparing it to the 2012~~09~~ IECC standard reference design using a REM/Rate<sup>TM</sup> energy analysis.

2. IECC Chapter 5, Commercial Energy Efficiency.

a. ~~Section 501.2, Application. The commercial building project shall comply with the requirements of section 506, provided sections 502.4, 503.2, 504, 505.1, 505.2, 505.3, 505.4, 505.6, and 505.7 are each satisfied.~~

b. ~~Sections 502.1 through 502.3, 503.3, 503.4, and 505.5 shall be deleted.~~

ae. Section ~~C407~~~~506~~ Total Building Performance. Buildings less than ~~twenty~~~~ten~~ thousand (~~10~~~~20~~,000) square feet shall comply with section 506 using a COMcheck energy analysis. Buildings ~~twenty~~~~ten~~ thousand (~~10~~~~20~~,000) square feet or more shall comply with section ~~C407~~~~506~~ using building department approved energy modeling software, including, but not limited to, the most recent published version of the following: eQuest, Trace, Carrier HAP, or EnergyPlus.

3. Climate Zone: Figure 303.1(9) in the IECC represents that the city of Hailey is in climate zone 16, the most extreme climate zone in Idaho. Said figure 303.1(9) shall supersede the climate zone for the city of Hailey referenced in the 2006 IRC table N 1101.2 for all construction.

Q. Opening Protection: Section R302.5.1 of the IRC shall be amended by the deletion of section R302.5.1 in its entirety and replaced with the following language:

R302.5.1 Opening Protection. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and the residence shall be equipped with either solid wood doors or solid or honeycomb steel doors not less than one and three-eighths inches ( $1\frac{3}{8}$ " ) thick, or twenty (20) minute fire rated doors. Doors shall be self-closing and self-latching.

R. Separation: Section R302.6 of the IRC shall be amended by the deletion of section R302.6 in its entirety and replaced with the following language:

R302.6 Separation Required. The garage shall be separated from the residence and its attic area by means of a minimum five eighths inch ( $\frac{5}{8}$ " ) type X gypsum board applied to the garage side of all walls and ceilings forming part of the separation. Where the separation is a floor/ceiling assembly, the structure supporting the separation shall also be protected by not less than five eighths inch ( $\frac{5}{8}$ " ) type X gypsum board or equivalent. Garages located less than three feet (3') from a dwelling unit on the same lot shall be protected with not less than five eighths inch ( $\frac{5}{8}$ " ) type X gypsum board applied to the interior side of exterior walls that are within this area. Openings in these walls shall be regulated by section R302.5. This provision does not apply to garage walls that are perpendicular to the adjacent dwelling wall unit.

S. Equations: Section 1605.2.1 of the IBC is amended by deleting the equations for coefficient  $f_2$  and replacing the coefficient  $f_2$  as follows:

$f_2 = 0.70$  for roof configurations that do not shed snow off the structure; and

$f_2 = 0.42$  for other roofs.

T. Snow Loads: Exception 2 of section 1605.3.1 of the IBC is amended by deleting exception 2 and replacing exception 2 as follows:

2. Flat roof snow loads of thirty (30) psf ( $1.44\text{kN/m}^2$ ) or less need not be combined with seismic loads. Where flat roof snow loads exceed thirty (30) psf ( $1.44\text{kN/m}^2$ ), thirty five percent (35%) shall be combined with seismic loads.

U. Snow Loads: Exception 2 of section 1605.3.2 of the IBC is amended by deleting exception 2 and replacing exception 2 as follows:

2. Flat roof snow loads of thirty (30) psf ( $1.44\text{kN/m}^2$ ) or less need not be combined with seismic loads. Where flat roof snow loads exceed thirty (30) psf ( $1.44\text{kN/m}^2$ ), thirty five percent (35%) shall be combined with seismic loads.

V. Snow Loads: Section 1608.2 of the IBC shall be amended to designate the ground snow load,  $p_g$ , for the area designated GS on figure 1608.2 to be one hundred twenty (120) psf.

W. Snow Loads: Section 1608 of the IBC is amended by the addition of a new subsection 1608.3, as follows:

1608.3 Flat Roof Snow Loads. The snow load,  $p_f$  in  $\text{lb}/\text{ft}^2$ , on a roof with a slope equal to or less than five degrees ( $5^\circ$ ) shall be the greater of one hundred (100) psf or the value calculated using the following formula:

$$P_f = 0.7C_eC_tI_pg$$

X. Seismic Weight: Section 1613 of the IBC is amended by the addition of new subsection 1613.85, as follows:

1613.85 Effective Seismic Weight. The effective seismic weight in section 12.7.2 and section 12.14.8.1 of the ASCE7-05 shall be amended as follows:

4. For all roofs regardless of roof slope thirty five percent (35%) of the uniform design snow load shall be included in the effective seismic weight (W).

Y. Required Plumbing Fixtures: IBC table 2902.1 shall be amended as follows:

1. Delete footnote (f) contained under table 2902.1 Minimum Number of Required Plumbing Fixtures, and replace with the following: Drinking fountains are not required for an occupant load of thirty (30) or fewer.
2. ~~Delete footnote (g) contained under table 2902.1~~ Add the following footnote to table 2902.1 ~~Minimum Number Of Required Plumbing Fixtures~~ Minimum Number of Service Sinks, and replace with the following: (g) For business occupancies, excluding restaurants, and mercantile occupancies with an occupant load of thirty (30) or fewer, service sinks shall not be required.

Z. Roofs, Underfloor Protection, Gutters, Downspouts: Section R902.2 of the IRC is amended to read, as follows:

R902.2 Roof Coverings. Any alteration, addition or repair of fifty percent (50%) or more of a roof surface or any new construction shall construct the entire roof in compliance with this section R902.2. If an alteration, addition or repair of an existing roof involves less than fifty percent (50%) of a roof, only that alteration, addition or repair shall conform to the requirements of this section R902.2 without the existing structure complying with all of requirements of this section R902.2. Roofs shall have at least a class C roof assembly, as defined by the most currently adopted version of IBC, or an approved noncombustible roof covering. Cedar shake and all wood based roof coverings are prohibited, even if such roof coverings are classified as a class C roof assembly. For roof coverings where the profile allows a space between the roof covering and roof decking, the space at the eave ends shall be firestopped to preclude entry of flames or embers, or have on layer of seventy two (72) pound (32.4 kg) mineral surfaced, nonperforated cap sheet complying with ASTM 3909 install over the combustible decking.

R902.2.1 Roof Valleys. Where provided, valley flashings shall be not less than 0.019 inch (0.44 mm) (no. 26 galvanized sheet gage) corrosion resistant metal installed over a minimum thirty six inch (36") wide (914 mm) underlayment consisting of one layer of seventy two (72) pound (32.4

kg) mineral surfaced, nonperforated cap sheet complying with ASTM D 3909 running the full length of the valley.

R902.2.2 Unenclosed Underfloor Protection. Buildings or structures shall have all underfloor areas enclosed to the ground with exterior walls.

Exception: Complete enclosure may be omitted where the underside of all exposed floors and all exposed structural columns, beams and supporting walls are protected as required for exterior one hour fire resistance rated construction or heavy timber construction.

R902.2.3 Gutters and Downspouts. Gutters and downspouts shall be constructed of noncombustible material. Gutters shall be provided with an approved means to prevent the accumulation of leaves and debris in the gutter.

AA. Repeal R905.7, R905.8: Subsections R905.7 and R905.8 of the IRC are repealed in their entirety.

BB. Roofs, Underfloor Protection, Gutters, Downspouts: Section 1505 of the IBC is amended by addition of a new subsection 1505.9, as follows:

1505.9 Roof Coverings. Any alteration, addition or repair of fifty percent (50%) or more of a roof surface or any new construction shall construct the entire roof in compliance with this section 1505.9. If an alteration, addition or repair of an existing roof involves less than fifty percent (50%) of a roof, only that alteration, addition or repair shall conform to the requirements of this section 1505.9 without the existing structure complying with all of requirements of this section 1505.9. Roofs shall have at least a class C roof assembly, as defined by the most currently adopted version of IBC, or an approved noncombustible roof covering. Cedar shake and all wood based roof coverings are prohibited, even if such roof coverings are classified as a class C roof assembly. For roof coverings where the profile allows a space between the roof covering and roof decking, the space at the eave ends shall be firestopped to preclude entry of flames or embers, or have on layer of seventy two (72) pound (32.4 kg) mineral surfaced, nonperforated cap sheet complying with ASTM 3909 installed over the combustible decking.

1505.9.1 Roof Valleys. Where provided, valley flashings shall be not less than 0.019 inch (0.44 mm) (no. 26 galvanized sheet gage) corrosion resistant metal installed over a minimum thirty six inch (36") wide (914 mm) underlayment consisting of one layer of seventy two (72) pound (32.4 kg) mineral surfaced, nonperforated cap sheet complying with ASTM D 3909 running the full length of the valley.

1505.9.2 Unenclosed Underfloor Protection. Buildings or structures shall have all underfloor areas enclosed to the ground with exterior walls.

Exception: Complete enclosure may be omitted where the underside of all exposed floors and all exposed structural columns, beams and supporting walls are protected as required for exterior one hour fire resistance rated construction or heavy timber construction.

1505.9.3 Gutters and Downspouts. Gutters and downspouts shall be constructed of noncombustible material. Gutters shall be provided with an approved means to prevent the accumulation of leaves and debris in the gutter.

CC. Repeal 1507.8, 1507.9: Subsections 1507.8 and 1507.9 of the IBC are repealed in their entirety.

**Section 5.** Section 15.08.030 of the Hailey Municipal Code is hereby amended by the deletion of the stricken language and the addition of the underlined language, as follows:

The following regulations shall apply in addition to those contained in the adopted codes and standards:

- A. **Manufactured Homes:** The city of Hailey adopts by reference the "Idaho Manufactured Home Installation Standard" as published by the state of Idaho, September, 1999, compiled jointly by the manufactured housing industry, as may be modified and adopted by the state of Idaho. Said "standard" shall be known as the "Manufactured Housing Code".
- B. **Special Natural Hazard:** Understanding that certain natural hazards exist in the jurisdiction, including, but not limited to, avalanche areas, earthquake, floodplain, snow loads, wildfires and soil qualities, site specific surveys and related engineering may be required as deemed appropriate by the authority of the jurisdiction.
- C. **Plumbing and Electrical Inspections Prerequisite:** The framing inspection by the city of Hailey building department shall not be conducted until the applicant has obtained a rough plumbing and electrical inspection from the Idaho state plumbing and electrical inspectors. The final inspection shall not be conducted until the applicant has obtained a final plumbing and electrical inspection.
- D. **Salvaged Building Materials:** The use of salvaged building materials may be approved by the building official upon receipt of a complete list of those materials, accompanied with written approval of such materials by an Idaho licensed structural engineer. Said materials shall be capable of meeting design criteria for the proposed project.
- E. **Insulation of Stem Walls:** In reference to residential construction, perimeter stem wall insulation practices shall be considered as equal and equivalent insulation criteria when considering thermal building envelope efficiencies using energy code thermal design parameters.
- F. **Increased Energy Efficiency and Sustainable Building Practices:** ~~An increase in Compliance with the required energy efficiency of by ten percent (10%) above the IECC and other sustainable building practices and materials shall be followed, as specified by section 15.08.012, "Build Better Program", of this chapter, provided the activity is not listed as an exception in section 101.4.3 of the IECC or an exemption in subsection 15.08.012A3 or A4 of this chapter.~~

**Section 6. Severability Clause.** If any section, paragraph, sentence or provision hereof or the application thereof to any particular circumstances shall ever be held invalid or unenforceable, such holding shall not affect the remainder hereof, which shall continue in full force and effect and applicable to all circumstances to which it may validly apply.

**Section 7. Repealer Clause.** All Ordinances or parts thereof in conflict herewith are hereby repealed and rescinded.

**Section 8. Effective Date.** This Ordinance shall be in full force and effect after its passage, approval and publication according to law

**PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL** and approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Fritz X. Haemmerle, Mayor

ATTEST:

\_\_\_\_\_  
Mary Cone, City Clerk

**Return to Agenda**

**AGENDA ITEM SUMMARY**

**DATE:** 05/18/15

**DEPARTMENT:** Public Works

**DEPT. HEAD SIGNATURE:** MP

**SUBJECT:** Amendments to Title 13 (Ordinance for water and wastewater) and 18 (Standard Drawings for water and wastewater) to allow alternative backflow devices and to create standard drawings to illustrate the new devices as well as clarify the existing backflow device standard and connection to new sewers.

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

**CROSS CONNECTION:** Title 13, amendments are needed to allow alternative backflow devices for irrigation systems. Title 18 amendments are needed to create new Standard Drawings for these devices and amendments to Standard Drawing No. 18.14.010.B.8, and the following new Standard Drawings No. 18.14.010.B.9, 18.14.010.B.10, 18.14.010.B.11 clarifying installation standards and providing standard drawings for reduced-pressure principle backflow assemblies (currently allowed by ordinance, but lacking a drawings) and pressure-vacuum breaker assemblies (this proposed ordinance amendment would allow this assembly).

We currently require double-check valves (DCV) for residential irrigation applications. This is consistent with Idaho DEQ requirements. There are other devices available that provide more protection than DCVs, but we don't currently allow them. This amendment would allow these other devices as approved alternatives to

The Water Division has discussed the issue with our regional Idaho DEQ representative and they said there is no indication that DEQ will re-classify irrigation and require high-hazard protection devices. Despite the State rules, the Water Division would like to allow high-hazard protection devices; specifically, PVB Pressure Vacuum Breaker (PVB) as an approved alternative. Even though DEQ does not currently anticipate any future changes, the Water Division recommends the city proactively allow PVBs as an alternative, anticipating that it could be required in the future and allowing property owners to install a more protective device, if desired.

It is not proposed at this time that these devices be made mandatory. PVBs are comparable to double-checks in cost. The drawback to PVBs is the potential for higher maintenance issues; they are more susceptible to damage from freezing. The benefit is that PVBs provide greater protection from cross connection.

In addition to amending the Municipal Code to allow these devices as an alternative option, standard drawings are attached to illustrate proper installation and device requirements. These drawings could be used to help better communicate the requirements, if someone elected to install a PVB.

**WASTEWATER:** An amendment to Title 18, Standard Drawing No. 18.14.010.C.4, Sewer Service Connection, is needed to clarify connection standards for new sewers. Attached is the amended version to this standard, which now describes the "Typical Section Connection for New Sewer" the same as "Connection for New Sewer."

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:**

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)

<input type="checkbox"/> City Attorney	<input type="checkbox"/> Finance	<input type="checkbox"/> Licensing	<input type="checkbox"/> Administrator
<input type="checkbox"/> Library	<input type="checkbox"/> Community Development	<input type="checkbox"/> P&Z Commission	<input type="checkbox"/> Building
<input type="checkbox"/> Police	<input type="checkbox"/> Fire Department	<input type="checkbox"/> Engineer	<input type="checkbox"/> W/WW
<input type="checkbox"/> Streets	<input type="checkbox"/> Parks	<input checked="" type="checkbox"/> Public Works	<input type="checkbox"/>

Mayor \_\_\_\_\_

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Discuss the proposed ordinance and standard drawings and motion to approve Ordinance \_\_\_\_\_, amending Title 13, Section 13.04.60 and Ordinance \_\_\_\_\_, amending Title 18 Standard Drawings No. 18.14.010.C.4, 18.14.010.B.8 and creating new Standard Drawing No. 18.14.010.B.9, 18.14.010.B.10 and 18.14.010.B.11.

**ACTION OF THE CITY COUNCIL:**

Date 5/19 - 6/1 - 2nd Reading approved ord. No. 1177 JS Reading done

City Clerk \_\_\_\_\_

**FOLLOW-UP:**

\*Ord./Res./Agrmt./Order Originals: Record

\*Additional/Exceptional Originals to: \_\_\_\_\_

HAILEY ORDINANCE NO. 1177

AN ORDINANCE OF THE CITY OF HAILEY AMENDING, SECTION 13.04.060 OF THE HAILEY MUNICIPAL CODE, TO ALLOW ADDITIONAL BACKFLOW PREVENTION DEVICE OPTIONS; BY PROVIDING FOR A REPEALER CLAUSE; BY PROVIDING FOR A SEVERABILITY CLAUSE AND BY PROVIDING AN EFFECTIVE DATE AFTER PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Mayor and the City Council of the City of Hailey wish to amend the Hailey Municipal Code to ensure the safety of the City of Hailey water supply, to comply with state mandated water regulations, and to allow residents to install more protective devices, if desired; and

WHEREAS, the Mayor and City Council find that the amendments to the Chapter will further the public health, safety and general welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, AS FOLLOWS:

**Section 1.** Section 13.04.060 of the Hailey Municipal Code is hereby amended by the addition of the underlined language and by the deletion of the stricken language, as follows:

E. Minimum Backflow Prevention Device: The type of backflow prevention device required to be installed conform with the requirements of the cross connection standards and shall depend on the degree of hazard which exists.

1. An air gap separation and/or a reduced pressure principle backflow prevention device shall be installed where the municipal water system may be contaminated with sewage, industrial waste of a toxic nature, or other contaminant which could cause a health or system hazard.

2. In the case of a substance which may be objectionable but not hazardous to health, a double check valve assembly, air gap separation, or a reduced pressure principle backflow prevention device shall be installed.

3. Where lawn sprinkling systems using the municipal water system are installed, double check valve assembly, reduced pressure principle backflow prevention device, ~~or an air gap separation shall be installed,~~ or pressure -vacuum breaker assembly shall be installed.

**Section 2.** All Ordinances or Resolutions or parts thereof in conflict herewith are hereby repealed and rescinded.

**Section 3.** If any section, paragraph, sentence or provision hereof or the application thereof to any particular circumstances shall ever be held invalid or unenforceable, such holding shall not affect the remainder hereof, which shall continue in full force and effect and applicable to all circumstances to which it may validly apply.

**Section 4.** This Ordinance shall be in full force and effect after its passage, approval and publication according to law.

**PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL** and approved by the Mayor this \_\_\_\_ day of May, 2015.

\_\_\_\_\_  
Fritz X. Haemmerle, Mayor  
City of Hailey

ATTEST:

\_\_\_\_\_  
Mary Cone, City Clerk

Summary Publish: Idaho Mountain Express, \_\_\_\_\_, 2015

**Return to Agenda**

**AGENDA OF THE  
HAILEY CITY COUNCIL MEETING  
Monday June 15, 2015 \* Hailey City Hall Meeting Room**

**5:30 p.m. CALL TO ORDER -** Open Session for Public Concerns

**CONSENT AGENDA:**

- CA 000 Grant Applications
- CA 000 Grant Agreements
- CA 000 Contracts & Bids
- CA 000 Special Events
- CA 000 Findings of Fact and Ordinance Summaries
- CA 000 Motion to approve minutes of June 1, 2015 and to suspend reading of them.....
- CA 000 Motion to approve claims for expenses incurred during the month of May 2015, and claims for expenses due by contract in June, 2015 .....

**MAYOR'S REMARKS:**

MR 000

**PROCLAMATIONS & PRESENTATIONS:**

- PP 000 Nuclear waste presentation from Snake River Alliance – Kelsey Nunez and Beatrice Brailsford.....
- PP 000

**APPOINTMENTS & AWARDS**

AA 000

**PUBLIC HEARING:**

- PH 000 Annexation and Development Impact Fee Reports discussion with Dwayne Guthrie of Tishchler/Bise.....
- PH 000

**NEW BUSINESS:**

NB 000

**OLD BUSINESS:**

OB 000

**STAFF REPORTS:** Staff Reports                      Council Reports                      Mayor's Reports

- SR 000 Draft Agenda for next council meeting.....

**EXECUTIVE SESSION:** Pending & Imminently Likely Litigation (IC 67-2345(1)(f))  
**Matters & Motions from Executive Session**

Next Ordinance Number -  Next Resolution Number- 2015-01

**Return to Agenda**