AGENDA ITEM SUMMARY

DATE: 6/3/2011

DEPARTMENT: Legal

DEPT. HEAD SIGNATURE: ______________________

SUBJECT:

Water and Wastewater Ordinance amendment

______________________________

AUTHORITY: □ ID Code □ IAR □ City Ordinance/Code

(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

I am attaching proposed amendments to Chapter 13.02 and 13.04 of the Hailey Municipal Code. The amendments are intended to include separate irrigation systems from surface water sources to be included in the definition of the Municipal Water System and to allow user base fees to be used for water and wastewater expansion.

Ned

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS

Budget Line Item #: ____________________________

Casele #: ____________________________

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:

Discuss and determine whether the city wants to conduct a public hearing to consider the proposed amendment.

FOLLOW-UP REMARKS:

 Continued to Next Meeting - 6/27/2011

-105-
HAILEY ORDINANCE NO.____

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING TITLE 13 OF THE
HAILEY MUNICIPAL CODE BY AMENDING SECTION 13.02.010(B) OF THE HAILEY
MUNICIPAL CODE TO CLARIFY THE DEFINITION OF MUNICIPAL WATER SYSTEM;
BY AMENDING SECTIONS 13.04.130(A) AND (B) OF THE HAILEY MUNICIPAL CODE
TO INCLUDE EXPANSION OF THE MUNICIPAL WATER AND WASTEWATER
SYSTEMS TO BE FUNDED BY THE WATER AND WASTEWATER USER BASE FEES;
BY PROVIDING FOR A REPEALER CLAUSE; BY PROVIDING FOR A SEVERABILITY
CLAUSE; AND BY PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE
UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the City desires to clarify the definitions of Municipal Water System and to
allow expansion of the Municipal Water and Wastewater Systems to be funded by Water and
Wastewater User Base Fees; 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 13.02.010(B) of the Hailey Municipal Code is hereby amended by the
addition of the following underlined language and the deletion of the following stricken
language:

B. Water.

1. “Backflow” shall mean the flow other than in the intended direction of flow of
any foreign liquids, gases or harmful or offensive substances into the distribution system of the
City water supply as a result of reduced or reversed pressure.
A. “Back Pressure Backflow” shall mean the backflow of a contaminated, or
polluted fluid due to an increased pressure above the supply pressure, which may be due to
pumps, boilers or other sources of pressure.
B. “Back Siphonage Backflow” shall mean the flowing back of used,
contaminated, or polluted fluid from a plumbing fixture or vessel into a water supply pipe due to
a pressure less than atmospheric in such pipe.

2. “Backflow Prevention Device” shall mean a device or means which, when
properly installed between the City water supply system and the terminus or ultimate point of
use, will reasonably prevent Backflow, and approved by USCEC, and certified by AASE,
IAPMO and UPC.

3. “Cross Connection” shall mean any physical arrangement whereby the City water
system is connected with any other water supply system, Wastewater, drain, conduit, pool,
storage reservoir or any other source of water supply which contains or may contain
contaminated water, sewage or other waste or liquids which may be harmful to human health or
which may deleteriously affect the City water supply.
4. “Fire Hydrant” shall mean a device used to discharge water from the Water Main for the general purpose of fighting fires.
5. “Irrigation System” shall mean any system designed to water lawns, gardens, shrubs, trees, etc.
6. “Meter Vault” shall mean a device placed on the Municipal Water Service Line at the property line which contains a shut-off valve and a Water Meter.
7. “Municipal Water Service Line” shall mean that portion of an individual water service line that runs from its connection with the Water Main to and including the corporation stop, Meter Vault, Water Meter and radio signaling unit that is installed on the service line. It will be installed within the limits of the public right-of-way or utility easement, and, after installation, it is owned and maintained by the City.
8. “Municipal Water System” shall mean all components and facilities of the Municipal Water System that are used to deliver ground water and surface water within the City and that is are owned, operated and maintained by the City for domestic, irrigation and other uses.
9. “Private Fire Service Connection” shall mean the separate and independent connection from the Water Main that connects directly to a sprinkler system that has been, or is to be installed, in any building for the purpose of fire control within that specific. A Private Water Service Line for domestic service to the building may be installed off this service connection with a Water Meter plumbed in by the owner.
10. “Private Water Service Line” shall mean the portion of the water service line that runs from the limits of the building being served to the point of connection with the Municipal Water Service Line.
11. “Private Water System” shall mean any water system for domestic use that is not owned, operated and maintained by the City.
12. “Service Connection” shall mean each water connection between the Municipal Water System and a Property.
13. “Water Main” shall mean any pipe line owned by the City for the purpose of transportation and/or distribution of water to serve more than one Private Water Service Line or user.
14. “Water Meter” shall mean a device to measure water use and shall include the radio signal unit.
15. “Water User” shall mean any individual, firm, company, association, society, or corporation, or group who has connected to the Municipal Water System

Section 2. Section 13.04.130(A)(1) of the Hailey Municipal Code is hereby amended by the addition of the following underlined language and the deletion of the following stricken language:

A. Water User Fees.

1. User Base Fee. The monthly user base fee is intended to cover the costs of the operation, maintenance and expansion of the Municipal Water System, including the operation and maintenance costs which consist at least of, but not limited to: 50% of the labor, benefits and administrative costs and 100% of DEQ fees, insurance, training and short-term depreciation. The monthly user base fee shall be assessed to each Property. The monthly user base fee shall be
calculated by dividing the yearly operation, and maintenance and expansion costs of the Municipal Water System described herein by the number of Water Users. Property with two or more services extended to it shall have the choice of paying a single monthly user base fee (for all services connected to the Property) or establishing separate accounts for each service with a Landlord/Tenant agreement as described in Section 13.04.150.

Section 3. Section 13.04.130(B)(1) of the Hailey Municipal Code is hereby amended by the addition of the following underlined language and the deletion of the following stricken language:

B. Wastewater User Fees.

1. User Base Fee. The monthly user base fee is intended to cover the costs of the operation, maintenance and expansion of the Municipal Wastewater System, including the operation and maintenance costs which consist at least of, but not limited to, 50% of the labor, benefits and administrative costs, and 100% of DEQ fees, insurance, training and short-term depreciation. The minimum monthly user fee shall be assessed to each Property. The monthly user base fee shall be calculated by dividing the yearly operation, and maintenance and expansion costs of the Municipal Wastewater System described herein by the number of Wastewater Users. Property with two or more services extended to it shall have the choice of paying a single monthly user base fee (for all services connected to the Property) or establishing separate accounts for each service with a Landlord/Tenant agreement as described in Section 13.04.150.

Section 4. Repealer Clause. All Ordinances or Resolutions or parts thereof in conflict herewith are hereby repealed and rescinded.

Section 5. 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 6. 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 __________, 2011.

ATTEST:

_______________________________  Richard L. Davis, Mayor City of Hailey

_______________________________  Mary Cone, City Clerk
AGENDA ITEM SUMMARY

DATE: 6/27/11      DEPARTMENT: Engr      DEPT. HEAD SIGNATURE:

SUBJECT: Woodside Boulevard Final Design and Bid Package approval

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

J-U-B Engineers will be presenting the final design for Woodside Blvd for consideration by the City Council to authorize the bidding of this project. Federal Highways is reviewing the specifications, drawings and permit documents and is in the process of authorizing the bidding to proceed. Your approval is necessary for them to authorize bidding.

The advertisement for bids would be placed in the Idaho Mountain Express on July 6 & 13 and bid packages will be available at nine separate plan rooms and J-U-B offices. A pre-bid conference is scheduled for July 19 with a bid opening date of July 27. An award of a contract would then be scheduled for the August 8, 2011 council meeting.

The public contact information 6/8 – 6/21/11 is attached.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

<table>
<thead>
<tr>
<th>Budget Line Item #</th>
<th>YTD Line Item Balance $</th>
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</thead>
<tbody>
<tr>
<td>Estimated Hours Spent to Date:</td>
<td>Estimated Completion Date:</td>
</tr>
<tr>
<td>Staff Contact: Tom Hellen</td>
<td>Phone #: 788-9830 Ext 14</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
</tr>
</tbody>
</table>

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:

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator □ Yes □ No

ACTION OF THE CITY COUNCIL:

Date
City Clerk

FOLLOW-UP:

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

*Additional/Exceptional Originals to:
Copies (AllS only)

Draft 12-30-03
Woodside Blvd. Stakeholder Contact Report
6/8/11 - 6/21/11

Barry Neiwert
Company: POWER Engineers

Address: 3940 Glenbrook Dr.
Home Phone: 
Work Phone: (208) 788-0350
Cell Phone: 
Email: bneiwert@powereng.com

Attended Jan 26, 2011 Open House.

Notes on Correspondence

Received By: Received Via: Date of Call Subject of Call
Tom Personal Visit 6/9/2011 follow-up meeting

Notes on Call
met w/POWER in Hailey; Tom verbally relayed information to Tim:
leave some of the sidewalk they put in alone; some of it will be removed
OK to allow some on-street parking; Tim to make revisions to the exhibit/plan drawings
also getting the PAU signed/reviewed by their local
Woodside Blvd. Stakeholder Contact Report

Barry Neiwert

Company: POWER Engineers

Address: 3940 Glenbrook Dr.

Home Phone: 

Work Phone: (208) 788-0350

Cell Phone: 

Email: bneiwert@powereng.com

Received By: Darla

Received Via: Email

Date of Call: 6/21/2011

Subject of Call: Woodside plan sheets

Notes on Call

From: Tim Blair [mailto:tblair@jub.com]
Sent: Tuesday, June 21, 2011 9:34 AM
To: Tom Hellen
Subject: FW: Woodside Sheets C-628-629

Tom — attached copies of the updated plan sheets at Power Engineers.

Timothy Blair, P.E.

From: Tom Hellen [mailto:tom.hellen@haileycityhall.org]
Sent: Tuesday, June 21, 2011 3:40 PM
To: Barry Neiwert 3350
Subject: FW: Woodside Sheets C-628-629

Barry,

Here are the plans for your property. In order to make drainage and slopes work we do have to remove and redo the sidewalk to lower that area.

Please call me if you have any questions. Did Rand have any concerns on the property use agreement form?

Tom Hellen
Public Works Director/City Engineer
(208) 788-9830 X14

Please be aware that all email correspondence is public record

From: bneiwert@powereng.com [mailto: bneiwert@powereng.com]
Sent: Tuesday, June 21, 2011 3:57 PM
To: Tom Hellen
Subject: RE: Woodside Sheets C-628-629

I did not present the use agreement to Rand as that version addressed the previous plan. I believe that this current plan would necessitate the issuing of a revised agreement. One other concern, the exit out of our Parking lot looks to be a flat sidewalk with a rolled curb. This parking lot exit/entrance gets significant traffic. Can we please make the exit similar to the exit like we currently have with a sloped section of the sidewalk in that area?

Barry Neiwert
From: Tom Hellen [mailto:tom.hellen@haileycityhall.org]
Sent: Tuesday, June 21, 2011 3:59 PM
To: Tim Blair
Subject: FW: Woodside Sheets C-628-629

Tim,

Can you answer Barry’s question?

Tom Hellen
Public Works Director/City Engineer
(208) 788-9830 X14

Please be aware that all email correspondence is public record

From: Tim Blair [mailto:tblair@jub.com]
Sent: Tuesday, June 21, 2011 4:45 PM
To: Tom Hellen
Subject: RE: Woodside Sheets C-628-629

Tom – The existing sloped driveway is typically used with a 6-inch vertical curb & gutter (not a 3-inch rolled curb) and now also requires a 4-ft sidewalk extension behind the back of walk to meet current ADA standards. If we were to construct something like the attached SD-710B with a 3-inch rolled curb the back of walk would only be 1.44-inches higher than the flow line. I recommend against this scenario in fear of creating a potential ponding issue at the driveway approach.

Let me know if you need additional information or we need to discuss this further.

Timothy Blair, P.E.

From: Tom Hellen [mailto:tom.hellen@haileycityhall.org]
Sent: Tuesday, June 21, 2011 4:52 PM
To: Barry Neiwert 3350
Cc: Tim Blair; Lori Labrum
Subject: FW: Woodside Sheets C-628-629

Barry,

The following is the answer from J-U-B Engineers. They will be in Hailey on the 27th and 28th. Should we schedule a meeting on this?
Woodside Blvd. Stakeholder Contact Report

<table>
<thead>
<tr>
<th>Barry</th>
<th>Neiwert</th>
<th>Company: POWER Engineers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>3940 Glenbrook Dr.</td>
<td></td>
</tr>
<tr>
<td>Home Phone:</td>
<td></td>
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</tr>
<tr>
<td>Work Phone:</td>
<td>(208) 788-0350</td>
<td></td>
</tr>
<tr>
<td>Cell Phone:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:bnelwert@powereng.com">bnelwert@powereng.com</a></td>
<td></td>
</tr>
</tbody>
</table>

Attended Jan 26, 2011 Open House.

Tom Hellen
Public Works Director/City Engineer
(208) 788-9830 X14

Please be aware that all email correspondence is public record

From: bnelwert@powereng.com [mailto:bnelwert@powereng.com]
Sent: Tuesday, June 21, 2011 6:24 PM
To: tom.hellen@haileycityhall.org
Cc: Tim Blair; Lori Labrum
Subject: RE: Woodside Sheets C-628-629

The existing sidewalk was built only three years ago and to my knowledge meets ADA requirements. We do not have a 4 foot sidewalk extension behind the current sidewalk and currently do not have a ponding issue with it in wet weather. My concern is that a 3 inch rolled curb may suit a residential driveway entrance nicely, but this parking lot entrance gets in excess of a 100-200 vehicles a day across it and having a curb to come over and drop off of when leaving is going to get a lot of complaints from my fellow employees. If this was the entrance to a grocery store or another large business, is this what you would recommend? I am having a hard time believing that you would.

As a note, I am currently on the east coast with a project and will not be back in Hailey until Monday of next week.

Barry Neiwert
Governance & Services Director
POWER Engineers, Inc.
Notes on Correspondence

Received By:  Received Via:  Date of Call  Subject of Call
Tom/Darla        Email           6/12/2011  1031 Cherry Creek Drive

Notes on Call
From: Chad Blincoe [mailto:blincoe1@cox.net]
Sent: Sunday, June 12, 2011 9:57 PM
To: tom.hellen@hailey.cityhall.org
Cc: Darla Christiansen
Subject: 1031 Cherry Creek Drive

Tom,

Good morning, I hope all is well.

I wanted to follow up with you on my property at 1031 Cheer Creek Drive. With the new survey work and staking they did around the tree it seems that the tree is outside of the Right-of-Way.

I am wondering what solution and direction the intersection design is moving forward with. I received an email from Darla with the notification that the City Council will be reviewing the final bid drawings on June 27th.

I am leaving town this week and do not know if I will be able to attend the June 27th meeting.

Please let me know the status and the intention for the tree.

Could you also tell the surveyor that they left their paint and tape measure? I will place them on the corner of the front porch.

Thanks you in advance,

Chad Blincoe
1031 Cherry Creek Drive
Hailey, Id 83333
Woodside Blvd. Stakeholder Contact Report

Chad & Julie  Blincoe  Company:

Address:  1031 Cherry Creek Dr.
Home Phone:  (208) 720-1325  208-309-0171
Work Phone:
Cell Phone:
Email:  blincoe1@cox.net; Jadchad1@cox.net

Received By:  Received Via:  Date of Call  Subject of Call
Darla  Email  6/15/2011  response

Notes on Call
From: Darla Christiansen
Sent: Wednesday, June 15, 2011 10:38 AM
To: ‘blincoe1@cox.net’
Cc: ‘Tom Hellen’; Lori Labrum; Tim Blair; ‘tracy.anderson@haileycityhall.org’; ‘heather.dawson@haileycityhall.org’
Subject: RE: 1031 Cherry Creek Drive

Hello Chad,

I’m responding in part on Tom’s behalf. First off – thanks for graciously leaving the surveyor’s materials out for them to pick up!

You are correct that the recent property survey established that the tree is outside of the City’s right-of-way, and is within your property. As such, the City does not plan to remove the tree, and it can remain in place.

There have been minor design adjustments at the intersection so that the sidewalk and ramp improvements can easily miss the tree. One adjustment is to use modified ADA ramps at the corner by your home. (a copy of the plan drawing is attached)

Given that you will be out of town for the June 27 council meeting, please feel free to send written comments to Tom or to me, so that the council can consider your comments in their decision-making. The types of input helpful at this stage are related to construction, traffic control, and resident coordination that the contractor should be aware of during construction.

And as always, please let us know if you have any other questions or concerns.

Thanks much,
Darla
Woodside Blvd. Stakeholder Contact Report

Janet Bartels

Company: Accent Property Mgmt: Woodmont Condos/Mtn. Sage/Willow Condos & Apts

Address: PO BOX 3024

Home Phone: 
Work Phone: (208) 726-8878
Cell Phone: (208) 720-5070

Email: jkbrose@cox.net

Notes on Correspondence

Received By: Bryant
Received Via: Email
Date of Call: 6/13/2011
Subject of Call: Mountain Sage HOA Property Use Agreement

Notes on Call

From: Bryant Kuechle
Sent: Monday, June 13, 2011 1:09 PM
To: 'jkbrose@cox.net'
Subject: Mountain Sage HOA Property Use Agreement

Janet – Attached is a scan of the completed property use agreement you signed on June 7. To be sure we have all the proper signatures, do you think it would be possible to have the HOA president sign on the second line, with his title?

This will be helpful in case we have to come back and get it later.

You can scan and email it back to me or fax it at 208-323-1948.

Thanks,
Woodside Blvd. Stakeholder Contact Report 6/8/11 - 6/21/11

Maria & John Djasran

Address: 3020 Woodside Blvd.
Home Phone: (208) 788-3417
Work Phone: (208) 720-6715
Cell Phone: __________________________

Spanish-language translator + resident on Woodside
Attended Jan 26, 2011 open house.
Made appt for May 5, 2011 Resident Meetings at Sweetwater
Clubhouse; unable to attend
John = husband; Johnny = son

Notes on Correspondence

<table>
<thead>
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<tbody>
<tr>
<td>Darla</td>
<td>Email</td>
<td>6/15/2011</td>
<td>Jose Vilcapoma concerns</td>
</tr>
</tbody>
</table>

Notes on Call

From: Maria Djasran [mailto:mdjasran@co.blaine.id.us]
Sent: Wednesday, June 15, 2011 9:51 AM
To: Darla Christiansen
Subject: re: Jose Vilcapoma - 3850 Woodside

Good Morning Darla,

Finally some nice weather! Yay!

Mr. Vilcapoma called me yesterday said his concern on the amount of space is taken between the white line & the edge of the road. The section has been marked in red he measured it and it's 38 ft. not 8 ft has previously indicated he feels his neighborhood (so woodside) is being more affected by this compare to mid Woodside & no Woodside. I will take a look at his place & see if I can get a better feel of what he's talking about. He mention his neighbor Nancy gave him my # to call me so I don't know if she's telling him negative things about the project. I ask him if he had a computer so that he can send me his ?'s & or concerns but he doesn't. I told him I will let you know of his concerns, and I will call him back.

Thanks,
Maria

From: Darla Christiansen
Sent: Thursday, June 16, 2011 5:46 PM
To: 'Maria Djasran'
Cc: 'Tom Hellen'; heather.dawson@haileycityhall.org'; tracy.anderson@haileycityhall.org'; Lori Labrum; Tim Blair; Brian Smith; Bryant Kuechle
Subject: FW: Jose Vilcapoma - 3850 Woodside

Hello Maria,

Thanks for relaying Mr. Vilcapoma's concerns and comments.

To begin with, I want to let him know that utility companies have been in the area recently, so the markings he sees are most likely indicators for some type of utility. Here are the standard colors they use for markings:

Pink = temporary survey markings
Red = electric power lines, lighting cables
Yellow = gas, oil, steam, petroleum
Woodside Blvd. Stakeholder Contact Report
6/8/11 - 6/21/11

Maria & John

Djasran

Address: 3020 Woodside Blvd.
Home Phone: (208) 788-3417
Work Phone: (208) 720-6715
Cell Phone: 

Company:
Spanish-language translator + resident on Woodside
Attended Jan 26, 2011 open house.
Made appt for May 5, 2011 Resident Meetings at Sweetwater Clubhouse; unable to attend

John = husband; Johnny = son

Orange=cable TV, fiber optics, phone lines, communication, alarm or signal lines
Blue=potable water
Purple=reclaimed water, irrigation lines
Green=sewers and drain lines
White=proposed excavation

It sounds as if he may have measured something that relates to a utility marking, which would not necessarily be useful for knowing where project improvements will be made. (and, I’m not quite clear on the 38-foot measurement noted from your conversation?)

Here’s an overview of what will be happening near his home:
- Two lanes, one in each direction, each 11 feet wide
- 6-foot sidewalk
- 2-foot curb/gutter
- 5-foot bike lane

A couple of measurements that may be helpful to Mr. Vilcapoma:
- The back of the new sidewalk will be approximately 12 feet from the existing edge of pavement (on the north side of his driveway)
- Back of sidewalk will be approximately 10 feet from existing edge of pavement (on the south side of his driveway)

Also, crews will need to reconstruct his driveway up to the property line (see attached drawing with notes); this work will be done as part of the project and at no expense to Mr. Vilcapoma.

Of note, no landscape strip between the sidewalk and curb is planned in this area in order to minimize impacts on existing landscaping and to preserve driveway lengths. This is something that was adjusted as the design evolved, based on public comments and feedback – and it’s certainly more so this way in the south section.

I hope this is helpful. Please let me know if other questions or concerns come from your next conversation. Thanks so much for your help!

Thanks,
Darla
Woodside Blvd. Stakeholder Contact Report  6/8/11 - 6/21/11

John Sofro  Company: John Allan Partners - Copper Ranch

Address: Represents Lido Equities Group (Copper Ranch) in Hailey.

Home Phone:  (208) 726-3411
Work Phone:  (208) 720-5776
Cell Phone:  Email: johnalanpartners@gmail.com

Notes on Correspondence

Received By: Bryant  Received Via: Email  Date of Call  6/16/2011  Subject of Call  signed PAU

Notes on Call

From: Bryant Kuechle
Sent: Thursday, June 16, 2011 1:25 PM
To: Tim Blair; Lori Labrum
Cc: Darla Christiansen
Subject: FW: Hailey, Idaho - Woodside Blvd. Property Use Agreements

For your files, attached are the signed property use agreements for Copper Ranch Phase 1 and Lido Equities. The owners called yesterday from California and we talked through the project.

<note: see project files for PDF of PAU>
Notes on Call
From: Darla Christiansen [mailto:darla@langdongroupinc.com]
Sent: Thursday, June 16, 2011 5:46 PM
To: Maria Djasran
Cc: Tom Hellen; heather.dawson@haileycityhall.org; tracy.anderson@haileycityhall.org; Lori Labrum; Tim Blair; Brian Smith; Bryant Kuechle
Subject: FW: Jose Vilcapoma - 3850 Woodside

Hello Maria,

Thanks for relaying Mr. Vilcapoma’s concerns and comments.

To begin with, I want to let him know that utility companies have been in the area recently, so the markings he sees are most likely indicators for some type of utility. Here are the standard colors they use for markings:

Pink = temporary survey markings
Red = electric power lines, lighting cables
Yellow = gas, oil, steam, petroleum
Orange = cable TV, fiber optics, phone lines, communication, alarm or signal lines
Blue = potable water
Purple = reclaimed water, irrigation lines
Green = sewers and drain lines
White = proposed excavation

It sounds as if he may have measured something that relates to a utility marking, which would not necessarily be useful for knowing where project improvements will be made. (and, I’m not quite clear on the 38-foot measurement noted from your conversation?)

Here’s an overview of what will be happening near his home:
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- The back of the new sidewalk will be approximately 12 feet from the existing edge of pavement (on the north side of his driveway)
- Back of sidewalk will be approximately 10 feet from existing edge of pavement (on the south side of his driveway)
Woodside Blvd. Stakeholder Contact Report  

Jose Vilcapomas (Gladys)

Address: 3850 Woodside Blvd.
Home Phone: (208) 788-3298
Work Phone:
Cell Phone:
Email:

Company:

Attended Jan 26, 2011 Open House.
June 2011 communications via phone using María Djasran project translator

Also, crews will need to reconstruct his driveway up to the property line (see attached drawing with notes); this work will be done as part of the project and at no expense to Mr. Vilcapoma.

Of note, no landscape strip between the sidewalk and curb is planned in this area in order to minimize impacts on existing landscaping and to preserve driveway lengths. This is something that was adjusted as the design evolved, based on public comments and feedback — and it’s certainly more so this way in the south section.

I hope this is helpful. Please let me know if other questions or concerns come from your next conversation. Thanks so much for your help!

Thanks,
Darla

Received By: Maria
Received Via: Email
Date of Call: 6/20/2011
Subject of Call: follow-up

Notes on Call
From: María Djasran [mailto:mdjasran@co.blaine.id.us]
Sent: Monday, June 20, 2011 8:17 AM
To: Darla Christiansen
Subject: RE: Jose Vilcapoma - 3850 Woodside

Good Morning Darla, I will relate the information to Mr. Vilcapoma

Thanks,
Maria
Woodside Blvd. Stakeholder Contact Report 6/8/11 - 6/21/11

Jose Vicipomas (Gladys) Company:

Address: 3850 Woodside Blvd.
Home Phone: (208) 788-3298
Work Phone: 
Cell Phone: 
Email: 

Received By: Darla-Maria  Received Via: Email  Date of Call: 6/21/2011  Subject of Call: checking in

Notes on Call
From: Darla Christiansen [mailto:darla@langdongroupinc.com]
Sent: Tuesday, June 21, 2011 4:57 PM
To: Maria Djasran
Subject: RE: Jose Vicipoma - 3850 Woodside

Hi Maria,

I wanted to see if you have spoken to Mr. Vicipoma, and if he had any additional concerns?

Thanks,
Darla

From: Maria Djasran [mailto:mdjasran@co.blaine.id.us]
Sent: Tuesday, June 21, 2011 5:18 PM
To: Darla Christiansen
Subject: RE: Jose Vicipoma - 3850 Woodside

Not yet, I'll let you know tomorrow.

Thanks,
Maria

From: Darla Christiansen
Sent: Tuesday, June 21, 2011 5:23 PM
To: 'Maria Djasran'
Subject: RE: Jose Vicipoma - 3850 Woodside

Thanks much.
Darla

From: Maria Djasran [mailto:mdjasran@co.blaine.id.us]
Sent: Wednesday, June 22, 2011 8:55 AM
To: Darla Christiansen
Subject: RE: Jose Vicipoma - 3850 Woodside

Good Morning Darla,

I spoke with Jose yesterday, he was a little confused on the markings, he said Nancy his neighbour had told him about...
measuring from the markings. As I explained to him on the markings he understands, and feels much better now with the information we provided to him. He will call me if he has any other questions or concerns.

Have a great day!

Thanks,

Mária
Woodside Blvd. Stakeholder Contact Report 6/8/11 - 6/21/11

<table>
<thead>
<tr>
<th>Chris</th>
<th>Payne</th>
<th>Company:</th>
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<tbody>
<tr>
<td>Address:</td>
<td>1023 Guinda Street</td>
<td></td>
</tr>
<tr>
<td>Home Phone:</td>
<td></td>
<td>Arizona # (480) 6148242</td>
</tr>
<tr>
<td>Work Phone:</td>
<td>(650) 321-0849</td>
<td>Idaho # (208) 578-7784</td>
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<tr>
<td>Cell Phone:</td>
<td>3640 Woodside</td>
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<tr>
<td>Email:</td>
<td><a href="mailto:cpayne8@msn.com">cpayne8@msn.com</a></td>
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Notes on Correspondence

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Notes on Call
Signed form received by Tom Hellen

PDF saved in project files
Woodside Blvd. Stakeholder Contact Report 6/8/11 - 6/21/11

**Kimberly Gieser**

<table>
<thead>
<tr>
<th>Address:</th>
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<tbody>
<tr>
<td>Home Phone:</td>
<td>(208) 720-6946</td>
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</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:kagieser@yahoo.com">kagieser@yahoo.com</a></td>
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**Notes on Correspondence**

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**Notes on Call**

received PAU form signed by Kimberly

signed agreements here:
F:\TheLangdonGroup\ACTIVE PROJECTS\IDAHO\83-10-043 Hailey Woodside Blvd\Stakeholder issues\1. ROE\Signed Property Use Agreements
Woodside Blvd. Stakeholder Contact Report 6/8/11 - 6/21/11

Gail Norgren

Address: 1110 Forest Bend
Home Phone: (208) 788-8487
Work Phone: 
Cell Phone: 
Email: gwnorgren@live.com

Company:
Attended Jan 27, 2011 Open House.
Attended May 4, 2011 event- Resident Meetings at Sweetwater Clubhouse.
Representing buyer for PAU at 2120 Woodside

Notes on Correspondence

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Notes on Call

From: Bryant Kuechle
Sent: Tuesday, June 21, 2011 12:04 PM
To: 'gwnorgren@windermere.com'
Cc: Darla Christiansen
Subject: 2120 Woodside Property Use Agreement

Gail – As we discussed on the phone, if you could please email me a scan of the completed property use agreement (attached) as soon as possible after you close Monday, I would appreciate it.

Please include Darla on the email. I will be out of town next week and she will make sure the completed agreement is submitted for the final bid package.

Thank you,
STAFF REPORT

TO: Hailey City Council

FROM: Beth Robrahn

RE: Final Plat - Wertheimer Park Subdivision

HEARING: June 27, 2011

Applicant: City of Hailey, Blaine County and Blaine County School District

Location: Hailey Townsite, Blocks 2-3, 10-11, 126-128, & 133-135 and the vacated portions of the following right-of-way (1) all of the alley within Block 11; (2) that portion of 2nd Avenue lying between the southerly boundary of Elm Street, and a line directly connecting the southern boundary of Lot 17, Block 135 and the southern boundary of Lot 5, Block 134; (3) all of the alley within Block 10; (4) all of the alley within Block 3; (5) all of the alley within Block 127; (6) all of the alley within Block 134; (7) that portion of 1st Avenue lying between the southerly boundary of Chestnut Street and the northerly boundary of the Highway 75 right-of-way; (8) all of the alley within Block 128; (9) that portion of the alley within Block 133 lying between the southerly boundary of Cedar Street and the Highway 75 right-of-way; (10) that portion of Chestnut Street lying between the easterly boundary of 1st Avenue and the westerly boundary of 3rd Avenue; (11) that portion of Maple Street lying between the easterly boundary of 1st Avenue and a line directly connecting the southeast corner of Lot 24, Block 2, and the northeast corner of Lot 13, Block 126; and (12) that portion of Cedar Street lying between the easterly boundary of the Highway 75 right-of-way and a line directly connecting the southeast corner of Lot 24, Block 126, and the northeast corner of Lot 13, Block 135. (Blaine Manor, Rodeo Grounds & Hailey Elementary).

Zoning: Limited Business (LB) and Townsite Overlay Districts

Note: Staff analysis is in lighter type.

Notice

Notice for the public hearing on May 16, 2011 was published in the Idaho Mountain Express on April 27, 2011; the notice was mailed to property owners within 300 feet on April 27, 2011.

Application

City of Hailey, Blaine County and Blaine County School District submitted an application for final plat approval for the subdivision of three (3) lots 119,561 square feet (Blaine Manor), 231,357 square feet (Rodeo Grounds) and 618,951 square feet (Hailey Elementary). The total land area of the subdivision is 969,869 square feet, or 22.27 acres.
Upon final plat approval and recordation of the plat, the applicants have agreed to execute quit claim deeds conveying any and all interest the entities may have in the other lots. For example, Hailey will quit claim any and all interests it may have in Lot 1 to the School District and in Lot 3 to Blaine County, the School District will quit claim any and all interests it may have in Lot 2 to the City of Hailey and in Lot 3 to Blaine County and Blaine County will quit claim any and all interests it may have in Lot 1 to the School District and in Lot 2 to the City of Hailey.

**Procedural History**
The Planning and Zoning Commission held a public hearing and recommended approval of the preliminary plat on June 7, 2010. The City Council held a public hearing and conditionally approved the preliminary plat on July 26, 2010. The Council’s findings were signed on August 9, 2010.

The Planning and Zoning Commission held a public hearing and recommended approval of the final plat on May 16, 2011.

**SECTION 2 - PERMITS.**
2.9 No permit for the construction of any building shall be issued upon any land for which all improvements required for the protection of health and the provision of safety, (including but not necessarily limited to an approved potable water system, an approved wastewater system to accept sewage, and asphalt paving of the streets) have not been installed, inspected, and accepted by the City of Hailey, with the following exception: Building permits may be issued for any building in a development for which plats have been recorded and security provided, but the streets have not yet been completed with asphalt due to winter conditions. In such instances, the street shall be constructed as an all-weather surface to City Standards to the satisfaction of the City Engineer, and shall be kept clear to the satisfaction of the Fire Chief. No Final Inspection approval or Certificate of Occupancy shall be granted until all improvements, including asphalt, have been installed, inspected and accepted.

Notice of this requirement is hereby given to the applicants, and included as a recommended condition of approval.

**SECTION 3 – PROCEDURE**
3.3 Final Plat Approval. The final plat, prepared by a Professional Land Surveyor, must be submitted within one (1) calendar year from the date of approval of the preliminary plat, unless otherwise allowed for within a phasing agreement or as otherwise provided herein. Plats not submitted for final approval within one (1) year or according to the phasing agreement, shall be considered expired and preliminary plat approval shall become null and void. The Council may extend the deadline for submitting the final plat upon holding a public hearing. The City
Council held a public hearing and conditionally approved the preliminary plat on July 26, 2010. The Council’s findings were signed on August 9, 2010. The final plat was submitted on April 19, 2011.

3.3.2 The administrator shall review the final plat application to ensure that the application submitted is consistent with the approved preliminary plat. The conditions imposed on the preliminary plat approval must be either completed or shown on plans or the plat prior to any public notice for final plat approval.

The final plat is consistent with the preliminary plat approved by the Council. Conditions of preliminary plat approval have been met or are carried over.

**Conditions of Preliminary Plat Approval**

a) All applicable Fire Department and Building Department requirements shall be met.
This condition is a standard condition and will be carried over for final plat.

b) All applicable City infrastructure requirements shall be met as outlined in Section 5 of the Hailey Subdivision Ordinance. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department approval and shall meet City Standards where required.

1. Sidewalk, curb and gutter within the Maple Street right-of-way adjacent to 266.17 feet of Lot 3 or a development agreement addressing the construction of a sidewalk upon the redevelopment of Lot 3 with a plat note stating the property is subject to a development agreement; the agreement shall be approved and executed by the City and the County prior to recordation of the plat.
   An agreement has been signed by both the City of Hailey and Blaine County and will be recorded with the final plat. The final plat includes a plat note stating Lot 3 is subject to this development agreement.

   c) The final plat shall include the following easements:

2. A ten foot (10’) wide public access easement along the west property line of Lot 1 south of Chestnut Street to Lot 2. This easement is shown on the final plat.

2. All utility easements titled to the benefit of the City of Hailey. All utility easements are shown to benefit the City of Hailey, except the utility easement along the northern lot line of lot 2, which is to benefit Idaho Power.

3. All access easements titled to the benefit of the public. The two access easements are noted as benefiting the public.

4. A ten foot (10’) wide snow storage easement is shown along the east side of Lot 1 extended along the east side of Lot 2. This easement is shown on the final plat.

5. The full width and length of all easements. The full length and widths of all easements are shown on the final plat.

6. Easements pertaining to Idaho Power service, if applicable. An easement along the northern lot line of lot 2, for the benefit of Idaho Power is shown on
the final plat; this easement would be more appropriate in the form of a written easement rather than being shown on the plat.

d) **Issuance of permits for the construction of buildings within the proposed subdivision shall be subject to Section 2.9 of the Subdivision Ordinance.**
A building permit has been issued for development on Lot 2.

e) **All improvements and other requirements shall be completed and accepted, or surety provided pursuant to Sections 3.3.7 and 5.9.1 of the Subdivision Ordinance, prior to recordation of the final plat.**
This condition is a standard condition and will be carried over for final plat.

f) **The final plat must be submitted within one (1) calendar year from the date of approval of the preliminary plat, unless otherwise allowed for within a phasing agreement.**
The Council’s findings were signed on August 9, 2010. The final plat was submitted on April 19, 2011.

g) **Any subdivision inspection fees due shall be paid prior to recording the final plat.**
This condition is a standard condition and will be carried over for final plat.

h) **Any applicable development impact fees shall be paid prior to recording the final plat.**
This condition is a standard condition and will be carried over for final plat.

i) **Upon recordation of the final plat, Hailey will quitclaim any and all interests it may have in Lot 1 to the School District and in Lot 3 to Blaine County, the School District will quitclaim any and all interests it may have in Lot 2 to the City of Hailey and in Lot 3 to Blaine County and Blaine County will quitclaim any and all interests it may have in Lot 1 to the School District and in Lot 2 to the City of Hailey.**
This condition will be carried over for final plat.

**Department Comments**
None

**Standards of Evaluation**

**SECTION 4 – DEVELOPMENT STANDARDS**
Development standards were reviewed in detail during the preliminary plat approval process. Please refer to the preliminary plat Findings of Fact and Decision. No changes have been made to the plat since preliminary plat approval.

**SECTION 5 - IMPROVEMENTS REQUIRED.**

5.1 **It shall be a requirement of the Developer to construct the minimum improvements set forth herein and any required improvements for the subdivision, all to City Standards.**

5.1.1 **Six (6) copies of all improvement plans shall be filed with the City Engineer and made available to each department head. Upon final approval two (2) sets of revised plans shall be returned to the Developer**
at the pre-construction conference with the City Engineer's written approval thereon. One set of final plans shall be on-site at all times for inspection purposes and to note all field changes upon.

5.1.2 Prior to the start of any construction, it shall be required that a pre-construction meeting be conducted with the Developer or his authorized representative/engineer, the contractor, the City Engineer and appropriate City departments. An approved set of plans shall be provided to the Developer and contractor at or shortly after this meeting.

5.1.3 The Developer shall guarantee all improvements pursuant to this Section for no less than one year from the date of final acceptance by the City, except that parks shall be guaranteed and maintained by the Developer for a period of two years.

5.2 The Developer shall construct all streets, alleys, curb and gutter, lighting, sidewalks, street trees and landscaping, and irrigation systems to meet City Standards, the requirements of this ordinance, the approval of the Council, and to the finished grades which have been officially approved by the City Engineer as shown upon approved plans and profiles. The Developer shall pave all streets and alleys with an asphalt plant-mix, and shall chip-seal streets and alleys within one year of construction.

5.2.1 Street cuts made for the installation of services under any existing improved public street shall be repaired in a manner which shall satisfy the Street Superintendent, shall have been approved by the Hailey City Engineer or his authorized representative, and shall meet City Standards. Repair may include patching, skim coats of asphalt or, if the total area of asphalt removed exceeds 25% of the street area, the complete removal and replacement of all paving adjacent to the development. Street cut repairs shall also be guaranteed for no less than one year.

5.2.2 Street name signs and traffic control signs shall be erected by the Developer in accordance with City Standards, and the street name signs and traffic control signs shall thereafter be maintained by the City. N/A

5.2.3 Street lights in the Recreational Green Belt, Limited Residential, General Residential, and Transitional zoning districts are not required improvements. Where proposed, street lighting in all zoning districts shall meet all requirements of Chapter VIIIB of the Hailey Zoning Ordinance.

5.3 The Developer shall construct a municipal sanitary sewer connection for each and every developable lot within the development. The Developer shall provide sewer mains of adequate size and configuration in accordance with City Standards, and all federal, state, and local
regulations. Such mains shall provide wastewater flow throughout the development. All sewer plans shall be submitted to the City Engineer for review and approval. At the City Engineer’s discretion, plans may be required to be submitted to the Idaho Department of Environmental Quality (DEQ) for review and comments.

5.4 The developer shall construct a municipal potable water connection, water meter and water meter vault in accordance with City Standards, or other equipment as may be approved by the City Engineer, for each and every developable lot within the development. The Developer shall provide water mains and services of adequate size and configuration in accordance with City Standards, and all federal, state, and local regulations. Such water connection shall provide all necessary appurtenances for fire protection, including fire hydrants, which shall be located in accordance with the IFC and under the approval of the Hailey Fire Chief. All water plans shall be submitted to the City Engineer for review and approval. At the City Engineer’s discretion, plans may be required to be submitted to the Idaho Department of Environmental Quality (DEQ) for review and comments.

5.4.1 Within the Townsite Overlay District, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.

5.5 The Developer shall provide drainage areas of adequate size and number to meet the approval of the Street Superintendent and the City Engineer or his authorized representative.

5.6 The Developer shall construct each and every individual service connection and all necessary trunk lines, and/or conduits for those improvements, for natural gas, electricity, telephone, and cable television to the property line before placing base gravel for the street or alley.

5.7 The Developer shall improve all parks and Green Space areas as presented to and approved by the Commission and Council. N/A

5.8 All improvements are to be installed under the specifications and inspection of the City Engineer or his authorized representative. The minimum construction requirements shall meet City Standards or the Department of Environmental Quality (DEQ) standards, whichever is the more stringent.

5.9 Installation of all infrastructure improvements must be completed by the
Developer, and inspected and accepted by the City prior to signature of the plat by City representatives, or according to a phasing agreement. A post-construction conference shall be requested by the Developer and/or contractor and conducted with the developer and/or contractor, the City Engineer, and appropriate City departments to determine a punch list of items for final acceptance.

5.9.1 The Developer may, in lieu of actual construction, provide to the City security pursuant to Section 3.3.7, for all infrastructure improvements to be completed by Developer after the final plat has been signed by City representatives.

5.10 Prior to the acceptance by the City of any improvements installed by the Developer, three (3) sets of “as-built plans and specifications” certified by the Developer’s engineer shall be filed with the City Engineer.

Summary and Suggested Conditions
The Council is required to hold a public hearing and approve, conditionally approve, or deny the final plat application. The following conditions are suggested to be placed on any approval of this application:

a) The final plat submitted for signature shall include plat notes 1 through 2 as stated on the approved final plat. Plat note number 1 should be amended to delete reference to Ordinances 273 and 462.

b) The easement along the northern lot line of lot 2, for the benefit of Idaho Power is shown on the final plat shall be granted in the form of a written easement and not shown on the plat.

c) All City infrastructure requirements shall be met as outlined in Section 5 of the Hailey Subdivision Ordinance. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant’s sole expense include, but will not be limited to, the following requirements and improvements:

d) The development agreement addressing the construction of a sidewalk upon the redevelopment of Lot 3 approved and signed by the City and the County shall be recorded with the recordation of the plat.

e) All improvements and other requirements shall be completed and accepted, or surety provided pursuant to Sections 3.3.7 and 5.9.1 of the Subdivision Ordinance, prior to recordation of the final plat.

f) The final plat shall be recorded within one year of the date of final plat approval. The final plat submitted for signature shall conform to the requirements found in Article
50-1301 (et. seq.) of the Idaho Code (as amended) and to the requirements set forth by Blaine County for digital plat submittals. The applicant shall provide the City with a letter-size or ledger-size photocopy of the recorded plat showing the instrument number and date of recordation.

g) Any subdivision inspection fees due shall be paid prior to recording the final plat.

**Motion Language:**

**Approval:**
Motion to conditionally approve final plat application for Wertheimer Park Subdivision finding that the final plat is consistent with the approved preliminary plat and the conditions of preliminary plat approval have been met or are carried over.

**Denial:**
Motion to deny final plat application for Wertheimer Park Subdivision, finding that [the Council should cite which standards are not met and provided the reason why each identified standard is not met].

**Continuation:**
Motion to continue the public hearing upon the final plat application for Wertheimer Park Subdivision to [the Council should specify a date].

**Table:**
Motion to table the final plat application for Wertheimer Park Subdivision.