

Agenda
DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE
April 17, 2023
4:30 PM

Hailey Development Impact Fee Advisory Committee Meetings are open to the public, in person, and by electronic means when available. The city strives to make the meeting available virtually but cannot guarantee access due to platform failure, internet interruptions or other potential technological malfunctions. Participants may join our meeting virtually by the following means:

From your computer, tablet, or smartphone: <https://meet.goto.com/CityofHaileyPZ>

Via One-touch dial in by phone: <tel:+15713173122,,506287589#>

Dial in by phone: United States: +1 (571) 317-3122 Access Code: 506-287-589

Call to Order

Consent Agenda

CA 1 Motion to adopt Meeting Minutes dated April 3, 2023. **(ACTION ITEM)**

Public Hearing

PH 1 Proposed Amendments 2023 City Capital Budget and its Development Impact Fee Component. The Advisory Committee will form recommendations regarding the proposed budget for the Hailey City Council's consideration. In addition to this, the Advisory Committee will consider the following items:

- Review updates to the FY 2023 Capital Improvement Plan, and file written comments;
- Monitor and evaluate implementation of the Capital Improvements Plan;
- If necessary, file periodic reports with respect to the Capital Improvements Plan and report to the governmental entity any perceived inequities in implementing the plan or imposing the developmental impact fees; and
- Advise the City of Hailey of the need to update or revise land use assumptions, capital improvements plan and developmental impact fees.
- Consider adoption of annual inflationary increase as indicated by commonly accepted inflationary indicators. **(ACTION ITEM)**

Return to Agenda

Agenda
DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE
April 3, 2023
5:30 PM

530 Chair Fugate called to order.

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- If necessary, file periodic reports with respect to the Capital Improvements Plan and report to the governmental entity any perceived inequities in implementing the plan or imposing the developmental impact fees; and
- Advise the City of Hailey of the need to update or revise land use assumptions, capital improvements plan and developmental impact fees.
- Consider adoption of annual inflationary increase as indicated by commonly accepted inflationary indicators.

530 Smith motion to continue to April 17, 2023 starting at 4:30 PM. Sauerbrey seconded. All in Favor

Return to Agenda

MEMORANDUM

To: Hailey Development Impact Fee Advisory Committee
From: Lisa Horowitz, Brian Yeager
Date: April 17, 2023
RE: Report on FY 23/24 Capital Improvement Plan and Capital Budget

Background

Hailey's Development Impact Fee Advisory Committee (the DIF Committee) will meet on April 17, 2023, to make recommendations to the Hailey City Council on Hailey's Capital Improvement Plan and Capital Budget for FY 23/24. This annual review is conducted under the authority of Idaho Code 67-8205.3 (b-d). Development Impact Fees (DIF) are also addressed in Idaho Code 67-8204. Governor Little signed a new piece of legislation on March 27, 2023, which will be effective July 1, 2023:

<https://legislature.idaho.gov/wp-content/uploads/sessioninfo/2023/legislation/S1114.pdf>

The Hailey DIF Committee will need to be expanded next year to comply with the new law, which will go into effect July 1, 2023.

Idaho Code 67-8205

- (3) The development impact fee advisory committee shall serve in an advisory capacity and is established to:
- (b) Review the capital improvements plan, and proposed amendments, and file written comments;
 - (c) Monitor and evaluate implementation of the capital improvements plan;
 - (d) File periodic reports, at least annually, with respect to the capital improvements plan and report to the governmental entity any perceived inequities in implementing the plan or imposing the development impact fees; and

Completed Capital Projects

Hailey completed several projects in FY 2022, and several projects are underway which will be completed prior to the end of the 2022 construction season, including:

- Major portions of the River Street Pathway were completed as shown below, with the majority of funding coming from the Hailey Urban Renewal Agency:

PROGRESS ON RIVER STREET IMPROVEMENTS

RIVER STREET PATHWAY FOR PEDESTRIANS AND BICYCLISTS

A major HURA accomplishment in 2022 was the installation of a pedestrian and bicycle pathway along River Street north of Carbonate Street.

This pathway is considered an "interim" pathway and will be replaced over time as redevelopment occurs in compliance with the River Street Concept Design.

The Agency spent \$600,000 to install new sections of this interim pathway, which connects final design sections of the pathway already installed by private developments. Developers continued to implement the final design in 2022, such as the River Street Townhomes. The final pathway north of Bullion Street will run continuously on both sides of River Street from McKercher Blvd to Bullion Street.

When deciding where to install the interim pathway, HURA staff and board members considered which properties were likely or unlikely to be redeveloped soon. The interim pathway has been installed on blocks unlikely to be redeveloped soon. In some areas the pathway is attached to the River Street roadway and in some areas it is detached, due to factors such as existing driveways and building locations.

The River Street pathway is mostly complete between McKercher Blvd and Bullion Street. There is more work to be done between Myrtle Street and Silver Street, as shown on the above map. Continuation of the River Street pathway by developers in keeping with the River Street Concept Design is incentivized by the HURA partnership reimbursement program. This program reimburses qualified projects up to 50% of the costs of improvements built in the public right of way.



- Continued design on the LHTAC portion of River street (1 block north and south of Bullion Street).
- Successful award of bids for the bike/pedestrian improvements on McKercher between River Street and Main Street adjacent to Albertson's.
- Successful award of bid of the East Croy Pathways, which consists of a bike path running eastward from Wood River Trails along Croy Street toward Quigley Road. This path will connect at the intersection of Croy/Eighth Avenue with bicycle infrastructure along Eighth Avenue and connecting to Sunbeam Park. Construction of the Croy Street section was originally slated to begin in 2022 under a TAP Grant but was delayed due to lack of available contractors.
- Continued design of Town Square: construction of interim design elements connecting the Hailey City Hall/Library with the Hailey Town Center West Building purchased in 2021. The property includes a fully functional 4,200 square foot building which will provide for future expansion of the town center campus.
- Update of the 2009 Hailey Downtown Strategic Plan commenced in 2023 and a robust planning process is underway, with a survey open to the public and downtown business. The first public presentation is planned for April 10, 2023.

- Master Planning for Lion’s Park: significant progress on grading and design has been conducted in anticipation of possible IDEQ funds to assist with removal of fill associated with the old landfill.
- Master planning for interconnected downtown and nearby parks: Hailey Town Square, Heagle Park and Lions Park. A presentation of work underway is planned for the April 24, 2023, City Council meeting. This work includes analysis of the function of each park; unique characteristics; programmatic analysis and (Lion’s Park) concept design. The parks will be knitted together with a pedestrian Boulevard along Bullion Street. The DIF Committee is invited to the Council presentation for a fuller understanding of these capital projects.
- 2023 Hailey Comprehensive Plan Update is underway: a consultant has been selected and cost of services is being negotiated. Note that staff anticipates an effort in the range of \$100,000.
- 2023 Housing Needs Assessment: a modest effort is underway to identify Hailey housing needs and availability of housing stock.

Rolling Stock Projects

Last year, the City returned to a pre-recession fiscal planning construct of separating rolling stock and system maintenance projects out of the Capital Improvement Plan. This approach allows for more consistent long-range planning for rolling stock and routine maintenance projects. These rolling stock purchases and routine maintenance projects do not fall under the purview of the DIF Committee. However, for Transportation DIF and Fire DIF, 100% of the available funding is being transferred into rolling stock in anticipation of major upcoming purchases. Notably in 2022/23 the City has committed to the purchase of a Fire Pumper Truck and a new Snow Blower. \$448,658 has been transferred to the Rolling Stock and System Maintenance Fund for the 2 large equipment purchases and various routine maintenance projects.

Contractual Obligations

Some of the money within Hailey’s Capital Fund are obligated under direct contracts or by ordinance. These funds should be held until the projects for which they are earmarked can be constructed. These contractual obligations include:

- Colorado Gulch sidewalk in-lieu fees in the amount of \$60,350 were collected in 2018 and are intended for the Broadford Road path when it is constructed in the future. These funds will be supplemented by Development Impact fees to complete the Broadford Road Pathway project;
- Sidewalk in-lieu fees are generally not specifically tied to contracts but are obligated by ordinance to be used on sidewalks within Hailey. The amount of sidewalk in-lieu fees unspent and available for projects at year-end FY 2022 amount to \$136,538. That is the approximate amount which will be budgeted for FY 23/24 capital projects;
- Park in-lieu fees held at year-end FY2022 amount to \$4,000 and will be budgeted for FY 23/24 capital projects.
- The City has remaining from its Pathways for People tax the amount of \$234,446 which voters approved for use on bike/ped infrastructure.
- Development Impact Fees must be spent only within the categories they are collected. On hand at year-end FY2022 and available for budgeting on projects in FY 23/24 are development impact fees in the following amounts and categories:

Transportation DIF for street capital projects & equipment to serve growth: \$253,393

Park DIF for city-wide park improvements:	\$122,316
Fire DIF for the portion of fire trucks & stations that serve growth:	\$ 181,844
Studies DIF to be used for 5-year CIP Study Update and master plans:	\$ 37,726
Unassigned Interest	\$ 18,355
<u>TOTAL DEVELOPMENT IMPACT FEES AVAILABLE FOR BUDGETING</u>	<u>\$613,634</u>

Projects

A. River Street Project.

The City is approved for an LHTAC grant to improve three blocks of River Street. The final design for this project has been completed. The match component of this \$2 million grant is 7.34%, or \$146,500. The grant construction period was moved by ITD from FY 2023/2024 to 2026. Because the project is set so far in the future, we expect the project to actually cost around \$3.5 million. The City Council made decisions to reduce the scope of the LHTAC grant project to better meet the funding parameters. The Hailey URA contributed funds to the City to improved portions of River Street outside the central LHTAC project. Those improvements will continue to be implemented incrementally until completed.

B. Pathways for People Project and Highway 75 Access at ARCH Blaine Manor Apartments. Hailey has retained funds from its 2018 special tax levy in the amount of \$198,327 for an unfinished connector path from First Avenue to the Werthheimer Park (Werthheimer Path). The area in question is being planned now for better transportation flow due to the construction of two ARCH apartment buildings, each with 30 units. There are two deliverables under this paragraph: 1) A circulation plan for the entire site needs to be determined, with better vehicular access to Highway 75 than through Werthheimer Park. Access onto the highway at Elm, via First Avenue, may be one of the solutions if sufficient right of way can be obtained; and 2) construction of a pathway for bicyclists and pedestrians to access Werthheimer Park from the north and west without using the curved and narrow sidewalk along Highway 75 which runs in front of the new apartments.

C. New Street & Pathway Projects. Active development in the Quigley & Sunbeam area is the impetus for new roadways and trails in east Hailey. City projects have been identified to increase connectivity of this area, with projects such as 8th Avenue relocation and pathway, and the East Croy Street pathway. These are nearly through the design phase with construction likely beginning in early fall. Additionally, the streets within the Woodside Light Industrial area and on Airport Way are old, with poor drainage and inadequate parking. Improvements to the Airport Way streets will be done through a newly formed Urban Renewal Areas. Solutions for improvements to the Woodside Light Industrial streets are still being sought.

D. Buildings & Town Square. The City procured a downtown core property adjacent to City Hall for \$950,000. This acquisition was not DIF eligible, but the cost of developing a town square upon a portion of the property is DIF eligible. We have made application for an \$85,000 grant for which the award announcements will be made in late May.

F. Housing. The City of Hailey has identified that it, like most other significant employers within Blaine County, needs to provide housing for its employees in transition in order to recruit and retain employees. Hailey has identified funding within the Capital Fund for this purpose.

Report Filed

This constitutes the annual report, which should be discussed, debated and potentially amended by the Development Impact Fee Advisory Committee, after which a final motion will be to recommend the report to the Hailey City Council for consideration in its annual budgeting process. The attached Capital Improvement Plan and Budget Spreadsheet is part of this report.

FY 23.5 CAPITAL PROJECTS LIST - General Fund

Project Description		Capital Fund Balance Expenses				Current Revenue & Funding	Anticipated FUTURE Revenue	Revenue Source	
		Estimated Cost	Current FY Appropriation	ADDITIONAL NEXT FY Appropriation	Committed FUTURE Appropriation				Unfunded
		The TOTAL OF THESE TWO COLUMNS for each line item below is the proposed Funding level for the upcoming Fiscal Year				989,658		Audited Capital Fund Balance September 30, 2022	
						3,774,468		Transfer FY22 General Fund Surplus to Capital (Retain 35% current FY Budget Operating Reserve)	
						(567,753)		Deduct Restricted Funding (currently in Fund Balance: DIF/In Lieu/P4P/etc.)	
						(453,592)		Deduct 100% Streets/Fire/Interest DIF to RS (currently in Fund Balance)	
						(1,546,448)		Deduction for Planned/Future ARPA payments (currently in Fund Balance)	
Cells with this color are Works in Progress, but are not paid out as of 09/30/2022 Audit or date of this publication									
Streets	1	Salt Storage Shed (Initial Phase)	100,000	0		0	100,000		
	2	Indian Creek Tailwater/Buttercup ROW Drainage Improvements	30,000	0		0	30,000	Need Partnership: HOA, BC, Others	
	3	South Woodside Industrial Park Typical Section Upgrade	TBD	0		0		South Woodside URA if established	
	4	Wertheimer/Blaine Manor Area Road & Parking Improvements (Estimate Pending)	250,000	0		0	250,000	URA when Boundaries Expand	
	5	Airport Way Typical Section Upgrade, Aviation Dr. to SH-75: Concept/Design	50,000	50,000		0	0	50,000	Airport URA if established
	Downtown Master Plan Implementation Projects		TBD		50,000				
	6	River Street STP	2,380,435	0		2,380,435	0	2,380,435	STP Funding
	7	River Street STP URA Match	188,565	80,000		108,565	0	188,565	URA Local Match to STP
	8	River Street North URA Project	1,464,025	581,721		0	882,304	581,721	100% URA Funding
	9	River Street South URA Project	850,203	0		0	850,203		100% URA Funding
	10	Croy & 8th Mini Roundabout Reconstruction Project	250,000	10,000		0	240,000		Quigley Phase 2 requirement if portion of P1 \$200k still remains, P2 Annexation fee is \$196,077
	11	Intersection Improvements: Cedar/Broadford/SH-75	350,000	0		0	350,000		See 2020 Transportation Master Plan Update
	12	Intersection Improvements: Maple/SH-75	200,000	0		0	200,000		See 2020 Transportation Master Plan Update
	13	Intersection Improvements: Airport Way/SH-75	350,000	0		0	350,000		See 2020 Transportation Master Plan Update
	14	Intersection Improvements: Fox Acres/SH-75	350,000	0		0	350,000		See 2020 Transportation Master Plan Update
	15	Intersection Improvements: Bullion/SH-75	350,000	0		0	350,000		See 2020 Transportation Master Plan Update
	16	Intersection Improvements: Myrtle/SH-75 (Signal)	800,000	50,000		0	750,000		See 2020 Transportation Master Plan Update
	17	Intersection Improvements: Elm/SH-75 (Signal)	800,000	50,000		0	750,000		See 2020 Transportation Master Plan Update
	18	Relocate 8th further west between Bullion & Croy, Concept Development	15,000	15,000		0			
19	Relocate 8th further west between Bullion & Croy, Construction	175,000	20,000		0				
Street Pathways	20	Construct new pathway along east side of relocated 8th Street, Concept Development	5,000	5,000		0		39,288	Sidewalk In Lieu Reserve for pathway
	21	Construct new pathway along east side of relocated 8th Street, Construction	75,000	50,000		0			
	22	East Croy Pathway TAP Match	59,440	47,696	11,744	0	0	43,224	P4P Interest and excess over \$800k+Sidewalk In lieu Reserve (1078+5720+1980)
	23	East Croy Pathway TAP Grant Construction (Date TBD)	630,520	482,264	148,256	0	0	630,520	TAP Grant Pending, Agreement & Timeline Pending
	24	P4P Wertheimer Path (Const. Date TBD)	200,000	0		200,000	0	200,000	P4P Remaining, Awaiting Area Master Plan, timeline uncertain
	25	Broadford Road Pathway (Const. Date TBD, RESERVE)	358,588	0		60,350	298,238	60,350	In Lieu Fees - Broadford Pathway CGP
		Bullion Promenade	TBD		50,000				
26	West Elm Street Sidewalk	28,123	28,123		0	0	28,123	Sidewalk In-Lieu Fees in Reserve from Carbonate View & Amatopia	
Parks	27	Rodeo Arena Flooring & Drainage	TBD	0		0			
	28	Balmoral Novice Scooter Park Improvements	250,000	0		0	250,000		
	29	Intermediate Skill level skate/scooter park (pump park?)	600,000	5,000		0	595,000	4,000	Parks In Lieu Reserve
	30	Park Master Planning and Implementation Projects	200,000	36,184	163,816	0	0	122,316	\$126k Parks DIF in Reserve
	31	Restrooms at Lions Park	100,000	0		0	100,000		
	32	Road & Parking Improvements at Lions	50,000	0		0	50,000		
	33	Play structure expansions & installations	350,000	0		0	350,000		
	34	Campground - Land Acquisition	1,500,000	0		0	1,500,000		
	35	Campground - Construction	834,560	0		0	834,560		Grant application amount
	36	National Guard Armory Building/Land Acquisition	1,001,000	0		0	1,001,000		
	37	Town Center Plaza & Town Center Building West/Library External Restrooms	1,600,000	424,455		0	1,175,546		Bliss/Lyons Phase 1 Cost Estimate
Admin	38	Fox Building Council Chambers Remodel	163,587	0		0	163,587		
	39	City Housing	1,000,000	500,000	500,000	0	0		
	40	Library Rooftop Solar Project	100,000	0		0	100,000		Grant not awarded
	41	2026 CIP Update Study	20,000	0		0	20,000		
	42	2025 Comprehensive Plan Update	100,000	0	100,000	0	0		CIP DIF in Reserve
	43	2023 Downtown Strategic Plan	35,000	6,000	29,000	0	0		
	44	2026 5 Year Update to HGMP	15,000	0		0	15,000		
	45	2022 Participation in Blaine County Bike/Ped Master Plan	5,000	0		0	5,000		
	46	2023 Strategic Housing Plan	10,000	10,000		0	0		
		City Hall Door Lock Upgrade	100,000		30,000		70,000		
	47	Transportation Master Plan & Area Specific Study Updates	10,000	0		0	10,000		
48	Grant Match Reserve/Estimating Contingency Reserve	400,000	150,000		250,000	0			
Fire	49	Fire Station Bay Addition	480,000	0		0	480,000		
	50	Fire Equipment (Growth from DIF)	0	0		0	0		DIF transferred to Rolling Stock Spreadsheet
	51	Fire Equipment (Growth Growth Portion from Capital Fund)	0	0		0	0		
Art/CD	52	Public Art Maintenance	32,727	32,727			0	32,727	In Reserve, BS 9/30/22
	53	Public Art Contributions	0	0			0		
	54	FY Capital Project Art & Maint. Contribution (1.25% of eligible projects)	17,990	17,990			0		1.25% of Current FY Allocations
Totals:		\$ 19,284,762	\$2,652,159	\$1,082,816	\$2,999,350	\$12,650,437	\$2,764,086	\$3,831,241	
Totals:				\$6,734,325			\$6,595,326.92		
		Total Revenue Minus Total Appropriations:				(\$138,998)			

FY 23.5 CAPITAL PROJECTS LIST - General Fund

		Capital Fund Balance Expenses								
Project Description		Estimated Cost	Current FY Appropriation	ADDITIONAL NEXT FY Appropriation	Committed FUTURE Appropriation	Unfunded	Current Revenue & Funding	Anticipated FUTURE Revenue	Revenue Source	
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	2	Indian Creek Tailwater/Buttercup ROW Drainage Improvements	30,000	0	0	30,000			Need Partnership: HOA, BC, Others	
	3	South Woodside Industrial Park Typical Section Upgrade	TBD	0	0	0			South Woodside URA if established	
	4	Wertheimer/Blaine Manor Area Road & Parking Improvements (Estimate Pending)	250,000	0	0	250,000			URA when Boundaries Expand	
	5	Airport Way Typical Section Upgrade, Aviation Dr. to SH-75: Concept/Design	50,000	50,000	0	0		50,000	Airport URA if established	
	Downtown Master Plan Implementation Projects									
	6	River Street STP	2,380,435	0	2,380,435	0		2,380,435	STP Funding	
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Street Pathways	20	Construct new pathway along east side of relocated 8th Street, Concept Development	5,000	5,000	0	0	39,288		Sidewalk In Lieu Reserve for pathway	
	21	Construct new pathway along east side of relocated 8th Street, Construction	75,000	50,000	0	0				
	22	East Croy Pathway TAP Match	59,440	47,696	11,744	0	43,224		P4P Interest and excess over \$800k+Sidewalk In lieu Reserve (1078+5720+1980)	
	23	East Croy Pathway TAP Grant Construction (Date TBD)	630,520	482,264	148,256	0	0	630,520	TAP Grant Pending, Agreement & Timeline Pending	
	24	P4P Wertheimer Path (Const. Date TBD)	200,000	0	0	200,000	200,000		P4P Remaining, Awaiting Area Master Plan, timeline uncertain	
	25	Broadford Road Pathway (Const. Date TBD, RESERVE)	358,588	0	0	60,350	298,238	60,350	In Lieu Fees - Broadford Pathway CGP	
	Bullion Promenade									
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Parks	27	Rodeo Arena Flooring & Drainage	TBD	0	0	0				
	28	Balmoral Novice Scooter Park Improvements	250,000	0	0	250,000				
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	35	Campground - Construction	834,560	0	0	834,560			Grant application amount	
	36	National Guard Armory Building/Land Acquisition	1,001,000	0	0	1,001,000				
	37	Town Center Plaza & Town Center Building West/Library External Restrooms	1,600,000	424,455	0	1,175,546			Bliss/Lyons Phase 1 Cost Estimate	
Admin	38	Fox Building Council Chambers Remodel	163,587	0	0	163,587				
	39	City Housing	1,000,000	500,000	500,000	0	0			
	40	Library Rooftop Solar Project	100,000	0	0	100,000			Grant not awarded	
	41	2026 CIP Update Study	20,000	0	0	20,000				
	42	2025 Comprehensive Plan Update	100,000	0	100,000	0			CIP DIF in Reserve	
	43	2023 Downtown Strategic Plan	35,000	6,000	29,000	0				
	44	2026 5 Year Update to HGMP	15,000	0	0	15,000				
	45	2022 Participation in Blaine County Bike/Ped Master Plan	5,000	0	0	5,000	37,726			
	46	2023 Strategic Housing Plan	10,000	10,000	0	0				
	City Hall Door Lock Upgrade									
Fire	47	Transportation Master Plan & Area Specific Study Updates	10,000	0	0	10,000				
	48	Grant Match Reserve/Estimating Contingency Reserve	400,000	150,000	0	250,000				
	49	Fire Station Bay Addition	480,000	0	0	480,000				
	50	Fire Equipment (Growth from DIF)	0	0	0	0			DIF transferred to Rolling Stock Spreadsheet	
Arv/CD	51	Fire Equipment (Growth Growth Portion from Capital Fund)	0	0	0	0				
	52	Public Art Maintenance	32,727	32,727	0	0	32,727		In Reserve, BS 9/30/22	
	53	Public Art Contributions	0	0	0	0				
54	FY Capital Project Art & Maint. Contribution (1.25% of eligible projects)	17,990	17,990	0	0			1.25% of Current FY Allocations		
Totals:		\$ 19,284,762	\$2,652,159	\$1,082,816	\$2,999,350	\$12,650,437	\$2,764,086	\$3,831,241		
Totals:				\$6,734,325			\$6,595,326.92			
		Total Revenue Minus Total Appropriations: (\$138,998)								

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