

AGENDA
SPECIAL COUNCIL MEETING OF THE MAYOR AND CITY COUNCIL
IN THE COUNCIL CHAMBERS – 81 ELKHORN ROAD, CITY OF SUN VALLEY, IDAHO
AUGUST 9, 2018 – 4:00 PM

CALL TO ORDER

ROLL CALL*

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT - *The Mayor and Council welcome comments from the public on any subject NOT listed under the public hearing section. Please state your name for the record. Public comments are limited to three (3) minutes. If you prefer, you may submit written comments which will be entered into the record by the City Clerk.*

COUNCIL COMMENT

MAYOR COMMENT

PUBLIC HEARING (10 min.)

1. Second reading and possible adoption of Ordinance No. 531 Appropriation Ordinance for the City of Sun Valley, Idaho for the Fiscal Year Beginning October 1, 2018* 1.1

CONSENT AGENDA* (5 min.) *All items listed under the Consent Agenda will be approved in one motion without discussion unless any Council Member requests that the item be removed for individual discussion and possible action.*

2. Approval of June 14, 2018 Special City Council Meeting Minutes 2.1
3. Authorize payment of bills (non-recurring) received after the due date of July 27, 2018 3.1

ADJOURNMENT* - *Meeting will conclude after the completion of agenda items or at the latest 9:00 PM. Any item under discussion or consideration at 9:00 PM will be completed. Any remaining items on the agenda will be scheduled for another meeting.*

*** Indicates an Action Item as required by Idaho Code 74-204 (4).**

CITY OF SUN VALLEY, IDAHO

ORDINANCE NO. 531

**ANNUAL APPROPRIATION ORDINANCE
FOR THE CITY OF SUN VALLEY, IDAHO
FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018**

**ADOPTED BY THE CITY COUNCIL OF
OF THE CITY OF SUN VALLEY, IDAHO
THIS ____ DAY OF AUGUST 2018**

ORDINANCE NO. 531

AN ORDINANCE TITLED THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, APPROPRIATING THE SUM OF SEVENTEEN MILLION FIVE HUNDRED NINETY-EIGHT THOUSAND TWO HUNDRED AND TWENTY DOLLARS (\$17,598,220) TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF SUN VALLEY FOR SAID FISCAL YEAR, AUTHORIZING A LEVY OF A SUFFICIENT TAX UPON THE TAXABLE PROPERTY, AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATION IS MADE.

WHEREAS, the City of Sun Valley is a unit of local government organized and existing pursuant to Title 50 of the Idaho Code; and

WHEREAS, pursuant to Idaho Code Section 50-1001, the City of Sun Valley fiscal year begins on the first day of October; and

WHEREAS, pursuant to Idaho Code Section 50-1003, the City Council shall adopt an annual appropriation ordinance prior to the commencement of each fiscal year, which in no event shall be greater than the amount of the tentative budget; and

WHEREAS, the annual appropriation ordinance is prepared in accordance with Idaho Code Title 50 Chapter 10 governing finances; and

WHEREAS, the Sun Valley City Council considered said budget and has conducted a public hearing thereon and determined that said budget should be adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SUN VALLEY, IDAHO, COUNTY OF BLAINE, STATE OF IDAHO, AS FOLLOWS:

SECTION 1: That the sum of Seventeen Million Five Hundred Ninety-Eight Thousand Two Hundred and Twenty Dollars (\$17,598,220) be, and the same is appropriated to defray the necessary expenses and liabilities of the City of Sun Valley, Blaine County, Idaho for the fiscal year beginning October 1, 2018.

SECTION 2: The objects and purposes for which such appropriation is made, and the amount of each object and purpose is as follows:

General Fund	\$ 5,826,222
Fixed Asset Fund	831,290
Debt Service Fund	1,256,646
Capital Improvement Fund	913,300
Workforce Housing Fund	80,709
1% Local Option Tax Fund	633,747
Street & Path Fund	137,806
2018 Bond Construction Fund	<u>7,918,500</u>
Grand Total – All Funds	\$17,598,220

SECTION 3: That a general tax levy on all taxable property within the City of Sun Valley be levied in an amount allowed by law for the general purposes for said City, for the fiscal year beginning October 1, 2018.

SECTION 4: All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 5: This ordinance shall take effect and be in full force upon its passage, approval and publication according to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF SUN VALLEY AND APPROVED BY THE MAYOR THIS ____ DAY OF AUGUST, 2018.

Peter M. Hendricks, Mayor

ATTEST:

Nancy Flannigan, City Clerk



CITY OF SUN VALLEY

FY 2018 - 2019

TENTATIVE BUDGET

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

REVENUE/EXPENDITURE SUMMARY

Total Revenue Excluding Fund Transfers*

General Fund	\$ 5,246,317
Debt Service Fund	\$ 1,256,646
1% LOT Fund	\$ 633,747
Capital Improvement Fund	\$ 545,300
Street and Path Fund	\$ 67,289
Subtotal	\$ 7,749,299

Total Revenue With Fund Transfers

Revenue	\$ 7,749,299	44%
2018 Bond Construction Fund Interest	\$ 130,000	1%
Transfers In	\$ 9,718,921	55%
Subtotal	\$ 17,598,220	

Total Operating Expenditures

\$ 7,797,324

Surplus/(Shortfall)

\$ (48,025)

Total Expenditures

Operating Expenditures	\$ 7,797,324	44%
Capital Expenditures	\$ 9,800,896	56%
Subtotal	\$ 17,598,220	

*Excludes 2018 Bond Construction Fund Interest Revenue

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

FUND BALANCES

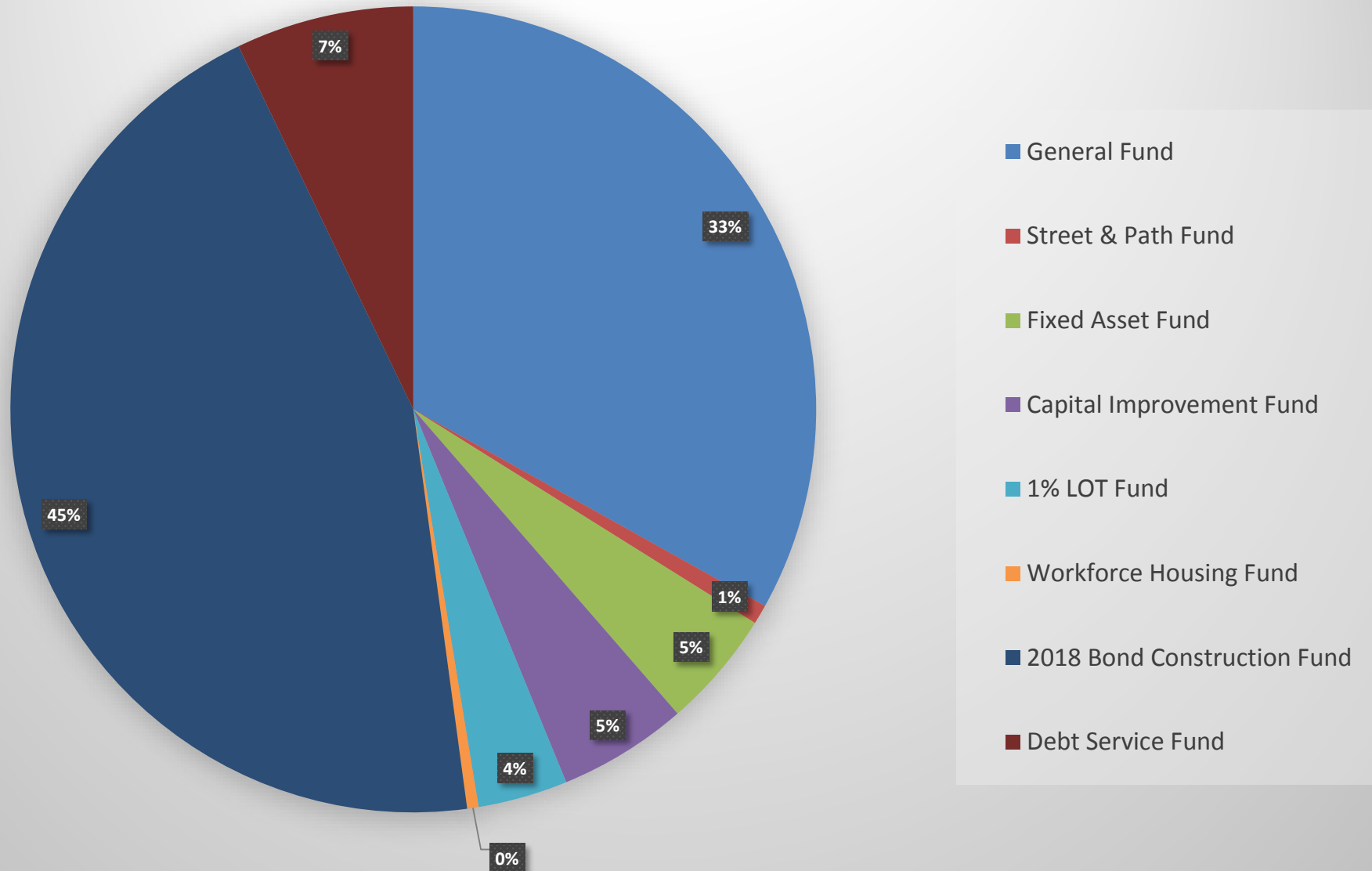
	FY 2019 Beginning Fund Balance (Total including assigned amount)	Assigned Fund Balance (Amount that is designated for a specific task including reserves)	Unassigned Fund Balance (Amount available for allocation)	Fund Balance Applied (Amount proposed for allocation)	Amount Added to Fund Balance	Ending Unassigned Fund Balance (Amount remaining to be saved)	FY 2019 Estimated Ending Fund Balance (Total including assigned amount)
GENERAL FUND	\$ 5,075,609	\$ 1,792,684	\$ 3,282,925	\$ 1,532,044	\$ 7,918	\$ 1,758,799	\$ 3,551,483
FIXED ASSET FUND	\$ 9,140	\$ -	\$ 9,140	\$ 9,140	\$ -	\$ -	\$ -
DEBT SERVICE FUND	\$ 3,563	\$ -	\$ 3,563	\$ -	\$ 2,000	\$ 5,563	\$ 5,563
LAND ACQUISITION FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WORKFORCE HOUSING FUND	\$ 451,761	\$ 40,000	\$ 411,761	\$ 80,709	\$ -	\$ 331,052	\$ 371,052
1% LOT FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL IMPROVEMENT FUND	\$ 238,011	\$ -	\$ 238,011	\$ 238,011	\$ 545,300	\$ 545,300	\$ 545,300
STREET & PATH FUND	\$ 735,316	\$ -	\$ 735,316	\$ 70,517	\$ -	\$ 664,799	\$ 664,799
2018 BOND CONSTRUCTION FUND	\$ 15,619,500	\$ -	\$ 15,619,500	\$ 7,788,500	\$ -	\$ 7,831,000	\$ 7,831,000
SUBTOTALS	\$ 22,132,900	\$ 1,832,684	\$ 20,300,216	\$ 9,718,921	\$ 555,218	\$ 11,136,513	\$ 12,969,197

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

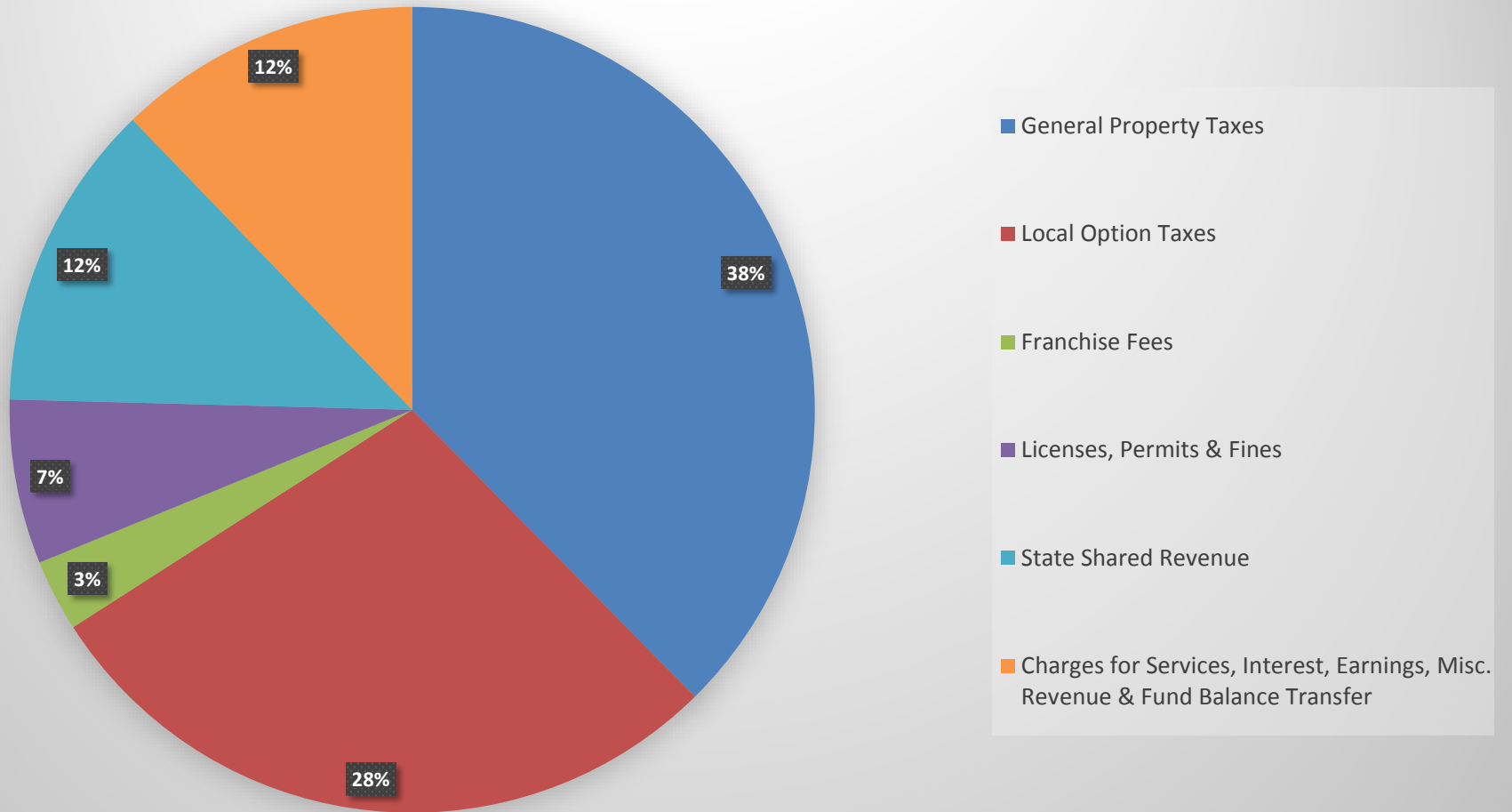
FUND SUMMARIES

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020
	AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED
	ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET
REVENUES						
GENERAL FUND	\$ 6,137,937	\$ 6,552,990	\$ 5,347,663	\$ 5,629,978	\$ 5,826,222	\$ 5,730,359
FIXED ASSET FUND	118,500	-	255,883	255,883	831,290	241,904
DEBT SERVICE FUND	-	-	-	3,564	1,256,646	1,257,298
CAPITAL IMPROVEMENT FUND	-	-	268,864	268,864	913,300	545,300
LAND AQUISITION FUND	-	-	-	-	-	-
WORKFORCE HOUSING FUND	10,001	400,016	53,592	364,474	80,709	80,962
1% LOT FUND	-	-	518,390	617,408	633,747	633,747
STREET & PATH FUND	337,980	341,674	323,084	339,406	137,806	135,342
2018 BOND CONSTRUCTION FUND	-	-	-	\$ 17,572,000	7,918,500	105,000
	\$ 6,604,418	\$ 7,294,680	\$ 6,767,476	\$ 25,051,577	\$ 17,598,220	\$ 8,729,912
EXPENDITURES						
GENERAL FUND	\$ 4,950,186	\$ 5,167,495	\$ 5,347,663	\$ 5,201,964	\$ 5,826,222	\$ 5,730,359
FIXED ASSET FUND	370,927	389,714	255,883	248,256	831,290	241,904
DEBT SERVICE FUND	-	79	-	-	1,256,646	1,257,298
CAPITAL IMPROVEMENT FUND	142,450	303,822	268,864	100,869	913,300	545,300
LAND AQUISITION FUND	-	-	-	-	-	-
WORKFORCE HOUSING FUND	35,282	69,879	53,592	73,480	80,709	80,962
1% LOT FUND	-	-	518,390	617,408	633,747	633,747
STREET & PATH FUND	116,324	135,731	323,084	63,768	137,806	135,342
2018 BOND CONSTRUCTION FUND	-	-	-	1,952,500	7,918,500	105,000
	\$ 5,615,169	\$ 6,066,720	\$ 6,767,476	\$ 8,258,245	\$ 17,598,220	\$ 8,729,912
NET						
	\$ 989,249	\$ 1,227,960	\$ -	\$ 16,793,332	\$ -	\$ -

FY 2019 TENTATIVE BUDGET BY FUND



FY 2019 TENTATIVE GENERAL FUND REVENUE



CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND REVENUE

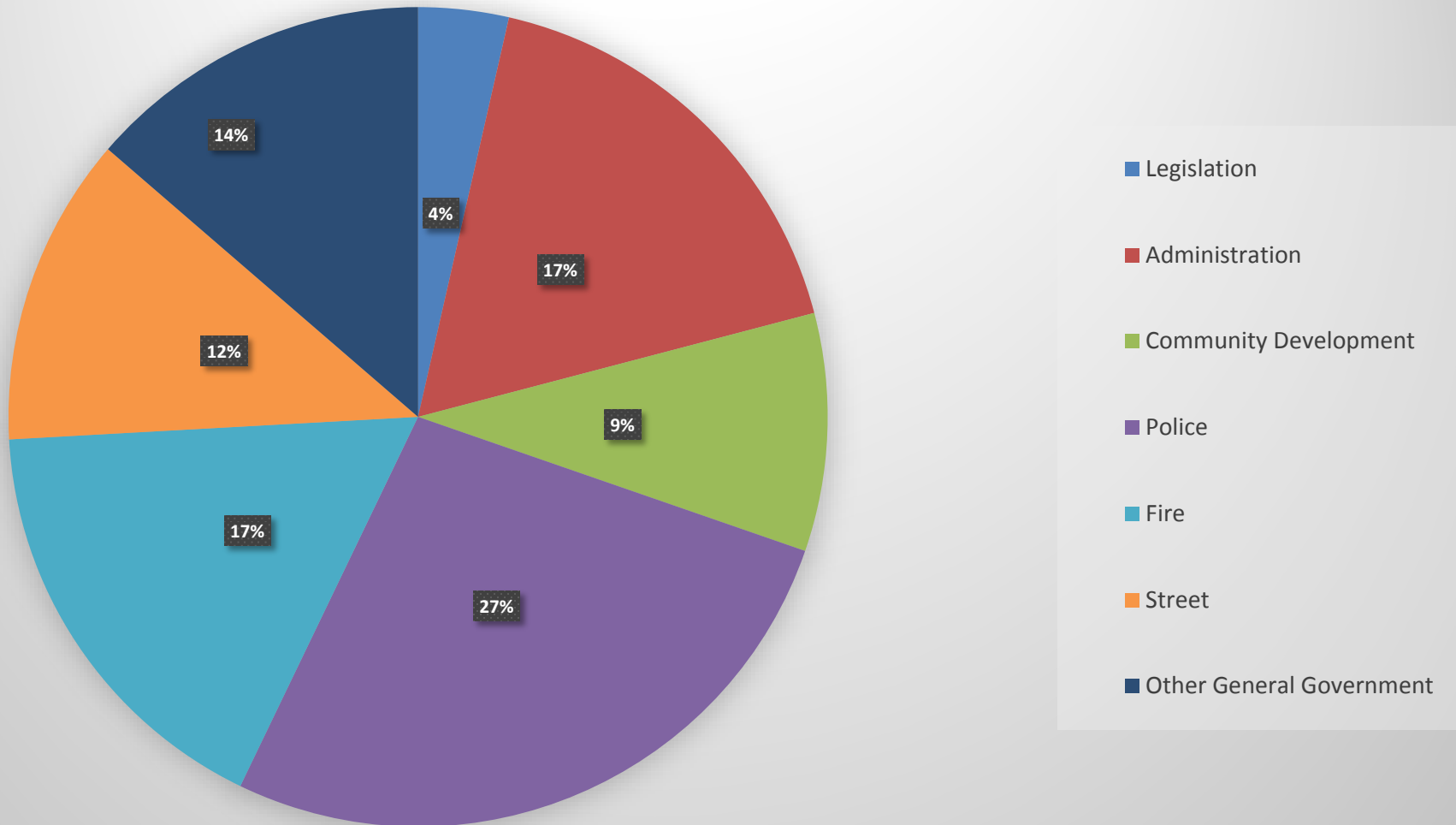
Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
GENERAL PROPERTY TAXES								
10-311-100	GENERAL PROPERTY TAXES	2,473,922	2,478,986	2,453,848	2,453,848	2,181,198	2,181,198	No 3% revenue increase (foregone amount: \$580,203); 80% of property tax, 20% of property tax goes to Capital Improvement Fund
10-311-300	PROPERTY TAXES INT&PENALTY	7,739	9,694	10,000	8,500	10,000	10,000	
		2,481,661	2,488,680	2,463,848	2,462,348	2,191,198	2,191,198	
LOCAL OPTION TAXES								
10-313-100	LOCAL OPTION TAX - LIQUOR 3%	92,909	110,225	81,150	108,082	88,680	88,680	
10-313-200	LOCAL OPTION TAX - LODGING 3%	655,371	745,984	609,080	693,022	665,320	665,320	
10-313-300	LOCAL OPTION TAX - RETAIL 3% (non-tangible) 2% (tangible) 1% (ski lift tickets)	837,582	909,210	739,270	863,930	855,140	855,140	
10-313-400	LOCAL OPTION TAX - BUILDING MATERIALS 1%	-	-	30,000	42,430	40,360	40,360	Effective October 1, 2018
10-313-600	LOCAL OPTION TAX - AIR SERVICE 1%	584,981	616,209	-	-	-	-	
10-313-700	LOCAL OPTION TAX - PENALTIES & INTEREST	82	378	500	200	500	500	
		2,170,925	2,382,006	1,460,000	1,707,664	1,650,000	1,650,000	
BUSINESS & FRANCHISE TAXES								
10-316-110	GAS FRANCHISE	85,170	69,578	78,000	62,000	75,000	75,000	Intermtn Gas=3% of GR, paid qly
10-316-120	CABLE FRANCHISE	58,178	60,417	55,000	61,000	58,000	58,000	Cox =3% of GR, paid qly
10-316-130	ELECTRIC FRANCHISE	-	-	39,000	26,000	35,000	35,000	1% in 2019
		143,348	129,995	172,000	149,000	168,000	168,000	
BUSINESS LICENSES & PERMITS								
10-321-100	BEER, LIQUOR & WINE LICENSES	2,810	2,205	2,680	2,025	2,025	2,025	
10-321-200	MUNICIPAL TAX PERMITS	950	1,020	500	750	600	600	
10-321-300	TEMP MUNICIPAL TAX PERMITS	10	-	30	-	30	30	
		3,770	3,225	3,210	2,775	2,655	2,655	
NON-BUSINESS LICENSES & PERMITS								
10-322-110	BUILDING PERMITS	302,868	365,672	400,000	440,000	375,000	400,000	
		302,868	365,672	400,000	440,000	375,000	400,000	
STATE OF IDAHO SHARED REVENUES								
10-335-100	STATE LIQUOR APPORTIONMENT	2,759	3,271	2,548	3,130	3,130	3,130	Provided by AIC
10-335-500	STATE SALES TAX	762,092	749,347	734,157	688,216	718,134	718,134	Provided by AIC
		764,851	752,618	736,705	691,346	721,264	721,264	
GENERAL GOVERNMENT								
10-341-100	ENGINEERING & CONSULTANT REIMBURSABLES	6,199	32,477	15,000	-	15,000	15,000	
10-341-110	APPLICATION FEES	12,087	2,325	10,000	17,000	13,000	13,000	
10-341-120	PUBLIC NOTICE REIMBURSABLES	-	-	4,200	100	500	500	
		18,286	34,802	29,200	17,100	28,500	28,500	
FINES								
10-361-901	TRAFFIC FINES	1,051	600	700	700	700	700	Traffic fines & parking tickets
10-361-902	MOTOR VEHICLE TAX	5,310	6,352	6,000	6,000	6,000	6,000	Motor Vehicle Tax- SV residents
		6,361	6,952	6,700	6,700	6,700	6,700	
INTEREST EARNINGS								
10-371-100	INTEREST REVENUES	15,213	36,377	15,000	85,000	50,000	50,000	
		15,213	36,377	15,000	85,000	50,000	50,000	

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND REVENUE

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
MISCELLANEOUS								
10-379-252	POLICE DEPARTMENT DONATIONS	11,750	24,697	10,000	13,000	12,000	12,000	Donations for Police Department
10-379-260	FIRE DEPARTMENT DONATIONS	8,500	17,050	8,500	8,500	8,500	8,500	Donations for Fire Department
10-379-270	GENERAL CITY DONATIONS	-	-	500	100	500	500	Donations for flowers, cards, retirement gifts, etc.
10-379-300	OTHER REVENUES	47,402	183,219	30,000	6,000	20,000	20,000	
10-379-301	WILDLAND FIRES	163,002	127,697	12,000	40,445	12,000	12,000	
		230,654	352,663	61,000	68,045	53,000	53,000	
TRANSFER FROM RESERVES								
10-381-001	TRANS FROM GF UNASSIGNED FUND BALANCE	-	-	-	-	579,905	459,042	
		-	-	-	-	579,905	459,042	
GENERAL FUND REVENUE TOTAL								
		6,137,937	6,552,990	5,347,663	5,629,978	5,826,222	5,730,359	

2019 TENTATIVE GENERAL FUND EXPENDITURES



CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET				
GENERAL FUND EXPENDITURES				
	FY 2018	FY 2018	FY 2019	% CHANGE FY 2018 to FY 2019
	ADOPTED	ESTIMATED	TENTATIVE	
	BUDGET	ACTUALS	BUDGET	
DEPARTMENTS				
LEGISLATION	190,672	176,427	174,635	-8.4%
ADMINISTRATION	927,906	903,312	1,076,356	16.0%
COMMUNITY DEVELOPMENT	502,078	402,884	491,774	-2.1%
POLICE	1,435,208	1,442,133	1,699,262	18.4%
FIRE	907,932	921,377	1,037,940	14.3%
STREET	652,882	676,831	645,705	-1.1%
OTHER GENERAL GOVERNMENT	730,986	679,000	700,550	-4.2%
GENERAL FUND EXPENDITURES TOTAL				
	5,347,663	5,201,964	5,826,222	8.9%



Legislation Department

City of Sun Valley
FY 2018 - 2019 Budget



Legislation Department Overview

STAFFING

- Mayor
- Councilmembers - 4

DUTIES

- Formulates policies to guide the orderly development and administration of the City;
- Determines the use of tax dollars and other funding sources to meet the City's needs;
- Holds public hearings to provide citizens with opportunities to be heard;
- Enacts City ordinances and resolutions;
- Adopts an annual budget appropriating funds for City operations and capital programs

Key Metrics



	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY 18 ESTIMATED	FY 19 ANTICIPATED
Council Meetings Held	28	21	21	21	21
Public Hearings Held	14	18	36	30	30
Ordinances Adopted	6	9	24	15	15
Resolutions Adopted	38	26	32	30	30

MAYOR & CITY COUNCIL PRIORITIES



- **Improvement of Streets and Paths.** The Mayor and City Council will implement the bond program to improve the condition of City streets and paths that was passed by the Sun Valley voters.
- **Workforce Housing.** The Mayor and City Council will continue to review the workforce housing needs of City employees and make policy adjustments as necessary. They will also work cooperatively with other entities to address the workforce housing needs of the City's businesses and residents.
- **City Services.** The Mayor and City Council will work to ensure that the health, safety, and welfare of its residents, businesses, and visitors are maintained by providing a superior level of City services.

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND EXPENDITURES - LEGISLATION

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
SALARIES AND WAGES								
10-411-110	SALARIES AND WAGES - Elected Officials	56,567	58,424	69,000	69,000	69,000	69,000	1 Mayor & 4 Councilpersons
		56,567	58,424	69,000	69,000	69,000	69,000	
FRINGE BENEFITS								
10-411-210	FICA CONTRIBUTION	2,799	3,510	5,279	5,279	5,279	5,279	7.65%
10-411-220	RETIREMENT CONTRIBUTION	6,289	6,566	7,918	7,811	7,918	8,239	Increase in 2019 from 11.32% to 11.48%
10-411-250	HEALTH INSURANCE	26,770	72,498	96,064	79,659	80,661	80,661	Includes health, dental & vision insurance; VEBA
		35,858	82,574	109,261	92,749	93,858	94,179	
OPERATIONAL EXPENDITURES								
10-411-240	WORKERS COMPENSATION	114	155	191	191	183	183	
10-411-321	GENERAL CITY DONATION EXPENDITURES	-	-	500	100	500	500	New line item for donation expenses for items such as flowers, cards, retirement gifts, etc.
10-411-429	PROFESSIONAL FEES	8,385	6,011	7,220	7,719	7,719	7,719	Granicus, Inc \$7,719
10-411-475	MEETINGS, CONVENTIONS & CONF.	608	134	1,500	500	1,875	1,875	AIC & regional travel for Mayor and City Councilmembers
10-411-476	CITY FUNCTIONS	1,232	854	1,000	1,150	1,000	1,000	Meeting food (primarily Council meetings)
10-411-740	OFFICE FURNITURE & EQUIPMENT	1,807	1,459	2,000	5,018	500	500	Misc. office equipment
10-411-850	AIR SERVICE 1% LOT	530,921	542,908	-	-	-	-	
		543,067	551,520	12,411	14,678	11,777	11,777	
LEGISLATION TOTAL EXPENDITURES								
		635,492	692,518	190,672	176,427	174,635	174,956	



Administration Department

City of Sun Valley
FY 2018 - 2019 Budget



Department Overview

STAFFING

- City Administrator
- Finance Manager/Treasurer
- City Clerk
- Assistant City Clerk/Assistant Treasurer

DUTIES

- Assist the Mayor in the administration of the City and implementing the policy directives of the City Council.
- Manage the annual budget process.
- Handle the City's accounting processes and reporting of its financial position.
- Coordinate the accounts payable process.
- Administer the local option tax.
- Provide human resources services for the City including recruitment, selection, and payroll and benefit administration.
- Respond to public records requests.
- Coordinate meetings, prepare agendas, and transcribe minutes.



Key Metrics

	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ESTIMATED	FY19 ANTICIPATED
Minutes Prepared (City Council, Planning & Zoning Commission, and Sun Valley Air Service Board)	44	41	54	48	48
Agendas/Packets Prepared (City Council)	34	23	45	39	39
Agendas/Packets Prepared (Sun Valley Air Service Board)	7	6	6	6	6
Recruitments Conducted	7	5	6	5	4



Short Term Goals/Tasks

- **Budget Preparation.** Coordinate the FY 2020 Budget process.
- **Complete the Human Resources Personnel Policy Review.** Continue working with the law firm of Parsons Behle & Latimer to review the City's Personnel Policy and other human resources policies to recommend updates as needed.
- **Evaluate Investment Opportunities.** Investment alternatives to the State of Idaho's Local Government Investment Pool (LGIP) for the 2018 Bond funds and other City funds will be identified and evaluated to determine if a change in investment strategy should be recommended.



Mid-to-Long Term Goals/Tasks

- **Salary Pay Range Evaluation.** Undertake the triennial salary survey and recommend any needed changes to the City's salary pay range.
- **Update and/or Develop Written Policies.** The City's administrative policies need to be reviewed and updated. There are also administrative procedures that do not have written policies and these need to be developed as well.
- **Improve monitoring of short-term rental businesses.** Evaluate options, including establishment of a business licensing program, to monitor short-term rentals.



New FY19 Budgetary Items

OPERATIONAL

- Replacement of City Clerk workstation in Council Chambers (\$1,100)
- Replacement of 2 printers (\$1,000)
- Replacement of backup storage and drives (\$1,075), network switch (\$750), and power supply items (\$670)
- Increase remote online access from two staff members to four staff members (\$2,140).

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND EXPENDITURES - ADMINISTRATION

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
SALARIES AND WAGES								
10-415-110	SALARIES AND WAGES	295,268	305,743	342,495	342,295	354,020	354,020	4 FT staff (City Administrator, Finance Manager/Treasurer, City Clerk, Asst City Clerk/Treasurer)
10-415-120	MERIT INCREASES - ALL CLASSIFIED EMPLOYEES	-	82,216	91,756	90,761	125,000	125,000	\$115,000 merit; \$10,000 hiring assistance
		295,268	387,959	434,251	433,056	479,020	479,020	
FRINGE BENEFITS								
10-415-200	PHYSICAL INCENTIVE PROGRAM	-	1,226	1,600	1,600	1,600	1,600	4 FT staff
10-415-210	FICA CONTRIBUTION	18,121	24,847	26,308	26,308	27,205	27,205	7.65%
10-415-220	RETIREMENT CONTRIBUTION	32,512	37,531	39,462	38,929	40,808	42,462	Increase in 2019 from 11.32% to 11.48%
10-415-250	HEALTH INSURANCE	60,859	52,909	55,717	47,908	49,755	49,755	Includes health, dental & vision insurance; HRA
10-415-250	HEALTH INSURANCE	-	-	-	-	111,000	111,000	Dependent and spouse health insurance covered at 100%
10-415-260	LIFE INSURANCE	1,335	1,394	1,235	1,235	1,331	1,331	Life insurance for all qualifying employees
		112,827	117,907	124,322	115,980	231,699	233,353	
OPERATIONAL EXPENDITURES								
10-415-240	WORKERS COMPENSATION	2,778	3,672	5,438	5,438	5,714	5,714	
10-415-280	STATE UNEMPLOYMENT	343	5,162	-	1,000	3,000	3,000	
10-415-310	OFFICE SUPPLIES	6,057	7,081	11,000	11,000	11,000	11,000	Copy machine, paper, folders, anti-virus software (\$1,125)
10-415-315	JANITORIAL SUPPLIES	3,148	1,146	3,000	1,500	2,500	2,500	ALSCO - entry rugs cleaning, bathroom, and kitchen supplies
10-415-320	OPERATING SUPPLIES	-	-	-	-	400	400	Coffee/tea supplies
10-415-350	MOTOR FUELS & LUBRICANTS	43	-	100	-	-	-	Budget for shared vehicle moved to Community Development budget
10-415-370	POSTAGE	1,590	1,803	2,000	1,800	2,000	2,000	Postage meter, fed ex, stamps
10-415-420	PROFESSIONAL FEES	34,708	6,633	19,000	14,500	6,500	4,000	New code codification (\$2,500); Drug testing (\$1,500); HR Compliance Audit (\$2,500)
10-415-421	AUDIT	-	17,000	14,000	11,500	10,825	11,000	Contract ends FY 20
10-415-425	ATTORNEY FEES	51,549	24,538	30,000	30,000	30,000	30,000	Annual retainer
10-415-436	ATTORNEY FEES - UNFORSEEN LEGAL SERVICES	-	-	5,250	2,300	3,330	3,330	Unforeseen legal demands: 18 hours @ \$185/hr (increased from \$175/hr)
10-415-426	ATTORNEY FEES - SPECIAL COUNSEL	3,000	2,408	10,000	2,500	5,000	5,000	Outside legal counsel
10-415-427	COMPUTER CONSULTANTS	22,535	19,720	18,000	36,000	25,190	25,500	Ketchum Computers' IT services, Progent security testing
10-415-431	LOT AUDIT	-	-	7,500	7,500	-	-	FY 2018 - LOT audit not conducted; funds used for Council microphones
10-415-435	WEBSITE	700	1,501	7,000	1,000	4,080	4,080	Hosting fee and website improvements (\$3,465), domain name (\$515)
10-415-440	ADVERTISING & LEGAL PUBLISHING	2,888	7,175	6,000	7,200	6,500	6,500	Public hearings, Treasurer's report, ordinances, etc.
10-415-465	INSURANCE - LIABILITY FUND	92,915	100,086	104,965	104,965	117,418	117,418	\$112,418 plus \$5,000 deductible
10-415-470	TRAVEL, TRAINING & MEETINGS	4,991	3,245	6,500	6,000	6,250	6,250	Training (AIC etc) for City Admin, City Clerk, Fin Mgr/Treas & Asst Clerk/Treas., plus various regional meetings which require travel.
10-415-476	CITY FUNCTIONS	5,711	14,646	7,500	8,156	8,000	8,000	Annual holiday party (\$7,500); small City Hall events
10-415-480	DUES/SUBSCRIPTIONS/MEMBERSHIPS	20,844	22,701	22,313	23,700	31,555	31,555	Accounting software - Caselle (\$13,800 annually); AIC membership (\$1,000 a year), Life flight (\$2,250 a year); ICMA, IIMC, GFOA, & Sterling Codifiers membership (\$2,280); Laserfiche (\$1,065); Anti-virus (\$1,160); Email hosting, archiving, and SPAM filtering (\$1,700); Cloud storage (\$800); Office 365 licenses (\$3,300); GotomyPC (\$1,200); employee ski pass (\$3,000)
10-415-500	CUSTODIAL & CLEANING SERVICES	12,994	14,228	15,000	15,000	15,000	15,000	Monthly contract of \$1,170; carpet cleaning
10-415-510	TELEPHONE & COMMUNICATIONS	23,044	24,440	32,000	21,500	24,200	24,200	Phone service (T-1 line, 8x8, VOIP) for City Hall, iPad for Mayor & smartphone for City Administrator
10-415-521	UTILITIES	31,243	22,561	30,000	30,000	32,000	32,000	Gas, electricity, water & sewer service
10-415-540	RENTAL - OFFICE FURN & EQUIP	5,269	3,615	3,440	3,440	3,440	3,440	Postage meter, lease on copier

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND EXPENDITURES - ADMINISTRATION

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
10-415-580	REPAIR/MAINT - OFFICE FURN/EQ	-	2,128	1,000	1,000	1,000	1,000	Repairs on copier, document management system maintenance
10-415-585	REPAIR & MAINT - BUILDINGS	984	886	1,500	1,000	1,500	1,500	Small repairs within City Hall
10-415-590	REPAIR/MAINT - GROUNDS	-	-	500	250	500	500	Replacement of dead or damaged plantings as necessary
10-415-600	REPAIR/MAINT - AUTOMOTIVE EQ	-	-	100	-	-	-	Budget for shared vehicle moved to Community Development Department budget
10-415-680	BANK CHARGES	6,009	8,616	2,700	2,500	2,800	2,800	Bank fees on City accounts
10-415-740	OFFICE FURNITURE & EQUIPMENT	2,191	8,290	3,527	3,527	5,935	500	Replacement of Clerk workstation in Council Chambers (\$1,100), printer replacement (\$1,000 for 2), backup storage and drives (\$1,075), network switch (\$750), power supply items (\$670), 2 laptops for remote access (\$1,340)
		335,534	323,281	369,333	354,276	365,637	358,187	
ADMINISTRATION TOTAL EXPENDITURES								
		743,629	829,147	927,906	903,312	1,076,356	1,070,560	



Community Development Department

City of Sun Valley
FY 2018 - 2019 Budget

Department Overview



STAFFING

- Director
- Building Official (1.42 FTE)
- Assistant Planner
- Planning Technician (.5 FTE)
- GIS/Mapping (contract, .25 FTE)

DUTIES

- Review applications
- Issue permits
- Code enforcement
- Job site safety
- Public outreach
- Long-range planning
- Floodplain management

Key Metrics



	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY 2018 ESTIMATED
Building Permits Issued	108	176	183	185
Planning Projects Reviewed	61	82	70	80
Revenue Collected	\$186,963	\$302,868	\$365,672	\$440,000

FY 2018 Achievements



- Planning application form revisions
- Staffing hours reorganization
- Code revisions including City street parking and re-plating of condo units
- Restructured Department permitting system
- Restructured legal noticing publication
- Contributed to development of valley-wide landscaping guidelines

Short Term Goals/Tasks



- Propose code amendments for driveway encroachments, right-of-way trees, exterior fireplaces, E-bikes, and changes to approved design reviews
- Update encroachment permit application
- Investigate update to subdivision application to include additional costs for City engineering services

Mid-to-Long Term Goals/Tasks



- Investigate possible sell of plotter printer and outsourcing for related services
- Investigate city annexation of BLM land
- Coordinate city trailhead parking, with Sun Valley Elkhorn Association where appropriate
- Renegotiate contract with Blaine County for Geographic Information System services
- Revise all planning applications to incorporate content of general application
- Develop transition plan for anticipated retirement of Building Official
- Evaluate planning application fee schedule
- Investigate possible collaboration with Home Owners Association on 300 ft noticing requirements

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND EXPENDITURES - COMMUNITY DEVELOPMENT

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
SALARIES AND WAGES								
10-418-110	SALARIES AND WAGES	247,768	219,914	246,339	210,020	269,737	232,318	3.42 FT staff (Director, Building Official, Assistant Planner and 5 months Building Official overlap in FY19)
10-424-120	SALARIES & WAGES-PART-TIME EMPLOYEE	25,485	18,469	45,717	25,945	26,000	26,000	1 PT staff (.50 Permit Technician)
		273,253	238,382	292,056	235,965	295,737	258,318	
FRINGE BENEFITS								
10-418-200	PHYSICAL INCENTIVE PROGRAM	800	1,799	1,600	1,134	1,767	1,400	3.42 FT staff, 1 PT staff
10-418-210	FICA CONTRIBUTION	18,190	21,199	22,465	18,077	22,747	19,761	7.65%
10-418-220	RETIREMENT CONTRIBUTION	33,963	29,248	33,697	26,749	34,120	29,803	Increase in 2019 from 11.32% to 11.48%
10-418-250	HEALTH INSURANCE	19,543	27,475	41,301	25,229	32,504	28,365	Includes health, dental & vision insurance; HRA
		72,496	79,721	99,063	71,189	91,138	79,329	
OPERATIONAL EXPENDITURES								
10-418-240	WORKERS COMPENSATION	2,582	3,140	4,746	3,750	4,379	4,208	
10-418-285	P&Z EXPENSE REIMBURSEMENT	23,408	24,790	24,000	18,000	24,000	24,000	\$200 per commissioner per meeting @ 5 Commissioners - 24 meetings scheduled per fiscal year.
10-418-290	PLANNING BUS EXP	349	195	500	300	400	400	P&Z lunches and expenses based on expected workload and length of meetings.
10-418-310	OFFICE SUPPLIES	2,782	4,119	4,500	1,500	3,500	3,500	Office supplies needed for planning and building inspection. Building inspection - \$750 for operating expenses i.e. uniforms, tape measures, codes
10-418-320	OPERATING SUPPLIES	-	50	-	420	500	500	Misc. operating supplies
10-418-350	MOTOR FUELS & LUBRICANTS	709	492	800	2,000	2,100	2,100	Building Official & CD Dept vehicles - fuels and lubricants only for new vehicles
10-418-390	SPECIAL DEPARTMENT EXPENSE	15,521	96	-	13,860	-	-	Refunds of overcharged permits and retained landscaping bonds
10-418-420	PROFESSIONAL FEES	370	4,000	6,000	1,000	4,000	4,000	Outside expertise and consulting on planning and building issues, studies and other information or exhibits that arise.
10-418-422	ENGINEERING	5,382	19,097	15,000	10,000	15,000	15,000	Project reviews CH2MHill and other engineering work, i.e. legal descriptions, surveying, right-of-way, path and trail work.
10-418-423	CONTRACT LABOR	17,608	19,096	27,000	27,000	27,000	27,000	GIS Analyst one day per week at 20% of joint County/City of SV salary and benefits; Building Inspections and backup - 120 hours of vacation/sick time coverage (\$12,000)
10-418-425	ATTORNEY FEES	-	53	-	-	2,220	2,220	Unforeseen legal demands: 12 hours @ \$185/hr (increased from \$175/hr)
10-418-437	COMP PLAN	1,594	-	-	-	-	-	
10-418-440	ADVERTISING & LEGAL PUBLISHING	5,074	10,124	10,000	10,000	10,000	10,000	Public notices for development applications, Development Code updates and building code adoptions and issues
10-418-470	TRAVEL, TRAINING & MEETINGS	8,474	4,875	5,500	3,000	6,700	6,700	Training (APA, AIC, CFM, IDABO, etc) for Community Development Department staff plus various regional meetings which require travel.
10-418-480	DUES/SUBSCRIPTIONS/MEMBERSHIPS	8,460	2,167	6,613	2,000	2,000	2,000	Professional Organization dues: APA, AICP for Planning Staff and ICC, IDABO, for Building Staff; elimination of iWorQ (\$4,000)
10-418-510	TELEPHONE & COMMUNICATIONS	2,506	2,059	3,900	1,500	2,000	2,000	Smart phones for CD Director and Bldg Official
10-418-600	REPAIR/MAINT - AUTOMOTIVE EQ	760	10	200	400	500	500	Maintenance of two leased vehicles
10-418-740	OFFICE FURNITURE & EQUIPMENT	3,265	1,428	2,200	1,000	600	-	Replacement chair for Building Official
		98,844	95,792	110,959	95,730	104,899	104,128	
COMMUNITY DEVELOPMENT TOTAL EXPENDITURES								
		444,593	413,896	502,078	402,884	491,774	441,775	



Police Department

City of Sun Valley
FY 2018 - 2019 Budget

Department Overview



STAFFING

- Public Safety Director
- Assistant Chief
- Sergeant
- Police Officer III
- Police Officer II
- Police Officer I
- Administrative Assistant

DUTIES

- Protect Sun Valley's quality of life.
- Ensure that Sun Valley is a safe place to work, play, and raise a family.
- Handle any type of incident that may occur.
- Work to help plan and provide assistance for large events.

Key Metrics



	FY 15 ACTUAL	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ESTIMATED
Special Events Requiring Additional Staffing	-	27	28	50 +
Arrests	35	29	25	30 +
Clearance Rate	25.7	36.8	53.3	55
Calls for Service	2,130	1,992	2,795	3,000 +

Short Term Goals/Tasks



- Recruit and hire up to 6 new police officers.
- Implement organizational changes in leadership to include roles and responsibilities.
- Write and evaluate new job descriptions.
- Continue to develop Risk Assessments and Updated Response Plans

Mid-to-Long Term Goals/Tasks



- Create and Implement Employee Retention Strategies.
- Integrated Training with Fire and EMS.
- Get new officers trained, certified and on their own by June 2019.
- Community Involvement programs and strategies.



New FY19 Budgetary Items

OPERATIONAL

- E-Bike (\$4,000)
- Four Refurbished hand held radios for new hires and replacement cycle of current radios (\$4,500)
- Two new radar units for patrol cars (\$4,200)
- Countywide Records Management System Estimate (\$15,000)

CAPITAL

- New Patrol Vehicle (\$54,000)
 - Includes vehicle, lighting, controls, radar, in car video, storage and racks, decals, installation

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND EXPENDITURES - POLICE DEPARTMENT

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
SALARIES AND WAGES								
10-421-110	SALARIES AND WAGES	688,222	711,834	782,344	803,560	951,980	951,980	13 FT staff (12 sworn) includes 2 new officers - one hired in summer 2018 and the other 10/1/19
10-421-112	RECLASSIFICATION	-	29,037	-	-	-	-	Reclassification implemented in 2017
10-421-122	OVERTIME SALARIES	24,661	19,208	30,000	23,000	30,000	30,000	Pavilion and SV Resort Event Venue: 50 events X 2 officers X \$55/hr X 4 hrs. = \$13,200, NET Investigations 26X10X\$55=\$14,300
10-421-130	WAGES - TEMPORARY PART TIME	2,754	-	-	-	-	-	Part time officers for events
		715,637	760,079	812,344	826,560	981,980	981,980	
FRINGE BENEFITS								
10-421-200	PHYSICAL INCENTIVE PROGRAM	2,872	2,462	4,400	4,700	5,200	5,200	
10-421-210	FICA CONTRIBUTION	43,907	59,349	62,481	63,592	75,519	75,519	7.65%
10-421-220	RETIREMENT CONTRIBUTION	69,760	80,522	96,340	96,769	116,459	121,048	Increase in 2019 from 11.66% to 11.82%
10-421-250	HEALTH INSURANCE	115,939	131,320	172,168	164,070	193,191	193,191	Includes health, dental & vision insurance; HRA
		232,478	273,653	335,389	329,131	390,369	394,958	
OPERATIONAL EXPENDITURES								
10-421-240	WORKERS COMPENSATION	17,614	25,170	32,481	34,636	39,995	39,995	
10-421-290	POLICE BUSINESS EXPENSE	653	867	-	-	-	-	
10-421-310	OFFICE SUPPLIES	2,147	1,588	1,800	1,550	1,800	1,800	
10-421-315	JANITORIAL SUPPLIES	646	244	800	800	800	800	
10-421-320	OPERATING SUPPLIES	3,021	2,326	4,000	2,117	4,000	4,000	
10-421-321	POLICE DEPARTMENT DONATION EXPENDITURES	9,189	9,626	8,000	7,600	6,000	8,000	Ski pass, shared gym remodel w/ Fire Department
10-421-340	MINOR EQUIPMENT	8,216	9,884	10,000	9,947	13,000	12,000	Bullets, specialty equipment, Kevlar vests, E-bike
10-421-345	SAFETY EQUIPMENT	-	-	500	250	500	500	Medical equipment and fire extinguishers
10-421-350	MOTOR FUELS & LUBRICANTS	10,505	12,077	15,000	17,023	18,000	18,000	Increase in officers increases the number of miles driven
10-421-370	POSTAGE	279	63	200	158	200	200	Shipping evidence or equipment
10-421-424	MEDICAL SERVICES	-	-	500	250	500	500	Unexpected hospital costs for arrestees
10-421-426	INVESTIGATIVE EXPERT SVCS	940	-	2,500	1,000	2,500	2,500	Unexpected investigative expenses
10-421-470	TRAVEL, TRAINING & MEETINGS	14,090	12,619	18,500	18,842	24,000	24,000	Travel/Training for 13 employees
10-421-480	DUES/SUBSCRIPTIONS/MEMBERSHIPS	1,624	3,443	4,000	3,863	4,000	4,500	Pistol Range Ohio Gulch and policy manual charges will increase, Idaho Chief of Police, ICRMP Lexipol fees, Rocky Mountain Information Network
10-421-493	PHYSICAL EXAMINATIONS	-	-	500	250	500	500	Physical exam for new hires
10-421-510	TELEPHONE & COMMUNICATIONS	4,349	4,870	5,500	5,835	5,500	5,500	Six Verizon cell phones; 4 voice only phones for police cars, 2 smartphones for police administration
10-421-575	EQUIPMENT PURCHASE - NON CAPITAL	-	-	-	-	6,000	-	Equipment for 2 new officers
10-421-595	REPAIR & MAINT - EQUIPMENT	681	1,277	1,000	626	1,000	1,000	Repair & maintenance of police equipment ie: garage doors, radar certification, mobile data computers
10-421-600	REPAIR/MAINT - AUTOMOTIVE EQUIPMENT	4,134	7,496	7,000	7,016	7,000	7,000	Regular service on four vehicles
10-421-610	REPAIR/MAINT - OTHER	1,898	2,110	2,000	2,074	2,000	2,000	Lease and service on Police copy machine
10-421-615	REPAIR/MAINT - RADIO SERVICE	998	4,239	3,000	2,825	3,000	3,000	Repair/Service on patrol car electronics
10-421-630	LAUNDRY	3,556	3,541	3,000	3,028	4,200	4,200	Dry cleaning costs for uniforms increases with two additional officers
10-421-665	UNIFORMS - POLICE	3,394	1,332	4,500	4,414	4,500	4,500	Uniform purchases for 12 officers

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND EXPENDITURES - POLICE DEPARTMENT

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
10-421-695	VEHICLE TOWING	-	-	250	-	250	250	Impound vehicles for investigation
10-421-740	OFFICE FURNITURE & EQUIPMENT	2,582	5,319	11,000	11,000	5,750	5,000	Work stations and chairs for new officers; front desk improvement; security cameras
10-421-753	RADIOS-HANDHELD	-	3,840	4,400	4,400	7,000	7,000	Blaine County for 700MHz fees plus addition of radios for 2 new officers
10-421-770	ANIMAL CONTROL	2,000	1,550	1,900	1,900	1,900	1,900	Animal Shelter Contract
		<u>92,515</u>	<u>113,482</u>	<u>142,331</u>	<u>141,404</u>	<u>163,895</u>	<u>158,645</u>	
EXTERNAL CONTRACTS								
10-421-347	RECORDS MGT SYSTEM - POLICE/FIRE	20,443	20,443	21,060	21,060	36,060	36,060	Contract for City of Sun Valley's share of valley wide law enforcement records management system
10-421-348	COMMUNICATIONS-POLICE/FIRE DISPATCH	97,890	96,466	99,466	99,360	102,340	102,340	Dispatching agreement
10-421-428	PROSECUTION OF MISDEMEANORS	35,852	11,951	24,618	24,618	24,618	24,618	Prosecuting Attorney expense
		<u>154,185</u>	<u>128,860</u>	<u>145,144</u>	<u>145,038</u>	<u>163,018</u>	<u>163,018</u>	
POLICE DEPARTMENT TOTAL EXPENDITURES								
		<u>1,194,815</u>	<u>1,276,073</u>	<u>1,435,208</u>	<u>1,442,133</u>	<u>1,699,262</u>	<u>1,698,601</u>	



Fire Department

City of Sun Valley
FY 2018 - 2019 Budget



Department Overview

STAFFING

- Assistant Fire Chief
- Captain - Fire Code and Prevention
- Lieutenants (2)
- Firefighter/EMTs (3)
- Paid On-Call Firefighters (22)

DUTIES

- Enhance the quality of life of Sun Valley citizens and visitors through the delivery of comprehensive fire suppression and emergency medical services.
- Actively train to prepare for fire, medical, and technical rescue emergencies.
- Provide public outreach and education to prevent fires and other emergencies.



Key Metrics

	FY14 ACTUAL	FY15 ACTUAL	FY16 ACTUAL	FY 17 ACTUAL
Fire Calls	118	105	110	135
Emergency Medical Service Calls	102	115	120	162
Backcountry Rescue Calls	-	13	20	23
Structure Fires in City	0	2	1	6
Structure Fires Responded to	-	-	-	15
Wildland Fire Responses	1	8	10	3
Design & Review Projects	24	9	10	12
Sprinkler Inspections	70	59	60	25
Certificates of Occupancy	81	42	45	33



Short Term Goals/Tasks

- **Implementation of the Capital Improvement Plan.** The Fire Department will focus on implementation of the Capital Improvement Plan (CIP) and establishment of CIP fund.
- **Continued Emphasis on Training.** Expand IFSAC Firefighter I & II and Driver/Operator training for paid on-call personnel. Transition EMT training to include new modules for improved emergency medical services. Pursue opportunities for Fire Department staff to complete task books for Firefighter I & II, Strike Team Leader, and Engine Boss levels.
- **Continue Interoperability Training Between the Police and Fire Departments.** Actively train together to improve our responses to emergencies and incidents.



Mid-to-Long Term Goals/Tasks

- Continue implementation of capital improvement and replacement plan.
- Secure land for a future fire station.
- Begin construction of new fire station and emergency responder housing.
- Develop leadership skills within the Fire Department.
- Create and Implement Employee Retention Strategies.



New FY19 Budgetary Items

Capital

- Replacement of 2008 Chevy Suburban (Squad 1) \$50,407
 - Includes all cost associated with vehicle (VHF/700 Radios, Emergency Lighting, Decals).
- Upgrade Communications Equipment (Radios, Pagers, EOC Equipment) \$10,000

OPERATIONAL

- Additional Firefighter/EMT to assist with staffing and meeting goals outlined in the strategic plan. Additional Lieutenant position to provide shift leadership.
- Replacement of fire hose \$5,000
- E-Bike \$4,000
- Rescue Task Force personal protective equipment \$4,000

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND EXPENDITURES - FIRE DEPARTMENT

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
SALARIES AND WAGES								
10-423-110	SALARIES AND WAGES	388,693	367,078	392,686	410,244	473,313	481,393	8 FT staff (includes one additional FF/EMT)
10-423-112	RECLASSIFICATION	-	-	11,920	-	8,080	-	Reclassification of one FF/EMT position to Lieutenant
10-423-120	SALARIES & WAGES -ON CALL FF	91,928	85,056	87,050	87,000	87,000	87,000	
10-423-122	OVERTIME SALARIES	13,386	18,246	20,000	32,000	34,000	34,000	
10-423-130	SALARIES & WAGES-WILDLAND	62,919	15,386	10,000	17,563	10,000	10,000	
10-423-135	SALARIES & WAGES-FILL-IN FOR WILDLAND FF	-	-	-	-	-	-	
10-423-140	SALARIES & WAGES-TEMP EMPLOYEE	300	-	-	-	-	-	
10-423-145	SALARIES & WAGES - PART TIME	6,042	4,076	-	-	-	-	
		563,268	489,842	521,656	546,807	612,393	612,393	
FRINGE BENEFITS								
10-423-200	PHYSICAL INCENTIVE PROGRAM	-	3,017	2,800	2,800	3,200	3,200	8 FT staff
10-423-210	FICA CONTRIBUTION	34,729	34,981	39,907	41,467	47,095	47,095	7.65%
10-423-220	RETIREMENT CONTRIBUTION	50,096	44,624	61,660	53,059	62,455	63,193	Increase in 2019 from 11.66% to 11.82%
10-423-250	HEALTH INSURANCE	59,307	61,073	93,578	87,577	96,814	96,814	Includes health, dental & vision insurance; HRA
		144,132	143,694	197,945	184,903	209,564	210,302	
OPERATIONAL EXPENDITURES								
10-423-240	WORKERS COMP & SUPPLMTL ACCDT	21,811	16,276	27,731	28,667	32,783	32,783	
10-423-310	OFFICE SUPPLIES	1,452	743	2,000	2,000	2,000	2,000	Paper, pens, ink cartridges, copy machine rental + copies
10-423-315	JANITORIAL SUPPLIES	424	647	1,000	2,500	2,500	2,500	Carpet cleaning once a year & gym cleaning supplies
10-423-320	OPERATING SUPPLIES	4,426	1,810	6,000	6,000	6,000	6,000	Coffee, linens, station smoke & fire system
10-423-321	FIRE DEPARTMENT DONATION EXPENDITURES	-	10,903	5,000	5,000	5,000	5,000	Ski pass, shared gym remodel w/ Police Department
10-423-325	MEDICAL SAFETY SUPPLIES	4,763	2,620	9,500	9,500	9,500	9,500	EMT medical safety supplies, CO detectors
10-423-340	MINOR TOOLS	250	-	1,200	1,200	1,200	1,200	Impact driver, socketts, electric torque wrenches
10-423-350	MOTOR FUELS & LUBRICANTS	8,775	9,707	9,000	9,000	9,500	9,500	Station fuel & oil changes, 55 gallon oil drum
10-423-360	MOTOR FUELS & LUBRICANTS - WLF	234	-	-	-	-	-	
10-423-365	WILDLAND FIRE EXPENSES	-	-	2,000	2,000	2,000	2,000	Non-personnel wildland fire expenses such as per diem
10-423-470	TRAVEL, TRAINING & MEETINGS	38,842	17,368	31,500	31,500	33,500	33,500	All volunteers EMS Transitional Class; EMT Renewal (7 persons); wildland training; professional conferences; shared FDIC with Volunteer Association
10-423-480	DUES/SUBSCRIPTIONS/MEMBERSHIPS	8,612	1,728	5,200	5,000	5,000	5,000	State of Idaho Code Official, Arson investigator, Idaho Fire Chiefs, Idaho EMS Association, IAFC membership
10-423-500	CUSTODIAL & CLEANING SERVICES	-	-	-	600	600	600	Bi-monthly contract (\$600/year)
10-423-510	TELEPHONE & COMMUNICATIONS	9,511	4,495	8,500	8,500	8,500	8,500	Verizon (7 smart phones) Cox Comm. Dollar Mtn Antennae lease & wifi for 7 iPads
10-423-555	RENTAL- EQUIPMENT	1,380	3,951	1,000	-	1,000	1,000	Loader to clear snow from fire hydrants
10-423-575	EQUIPMENT PURCHASE - NON CAPITAL	4,879	4,546	6,000	6,000	14,000	10,000	Fire hose, E-Bike, ladder racks, shared backcountry equipment, LED lights
10-423-576	PERSONAL PROTECTION EQUIPMENT	2,458	11,699	7,000	7,000	12,000	10,000	Line item includes turnouts and RTF PPEs - Wildland Fire expenses.
10-423-580	REPAIR/MAINT - OFFICE FURN/EQ	-	1,002	-	-	-	-	

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND EXPENDITURES - FIRE DEPARTMENT

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
10-423-585	REPAIR/MAINT - BUILDINGS	6,666	10,534	6,000	6,000	6,000	6,000	Misc. building repairs including H-Vac cleaning, generator wiring, and LED lighting
10-423-590	REPAIR/MAINT - GROUNDS	849	10	-	-	-	-	New plants, tile, & landscaping
10-423-591	WILDLAND EQUIP REIMB -WILDLAND ENG	13,292	1,922	-	-	-	-	Expenses associated with this line item now go into Wildland Fire Expenses
10-423-595	REPAIR & MAINT - EQUIPMENT	14,007	11,928	16,000	16,000	16,000	16,000	Firefighting equip. chain saws, smoke ejector fan, foam, parts & masks
10-423-600	REPAIR/MAINT - AUTOMOTIVE EQ	10,817	17,636	18,000	18,000	18,000	18,000	Vehicle equipment: tires, windshield wipers, hydraulic oil, etc.
10-423-615	REPAIR/MAINT - RADIO SERVICE	16,826	632	5,000	5,000	10,000	10,000	New CAD/RMS/MDTS county wide
10-423-620	RADIO AND ANTENNA LEASES	1,421	3,017	3,700	3,700	3,700	3,700	Antennae lease (\$2,400); annual maintenance fee for radios (\$1,300)
10-423-630	LAUNDRY	154	126	300	300	500	500	
10-423-631	UNIFORMS	7,941	3,416	9,500	9,000	9,500	9,500	Summer/Winter uniforms - 8 full-time staff; paid on-call staff
10-423-636	UNIFORMS - WILDLAND FIRE	-	1,735	-	-	-	-	This line item is no longer being used
10-423-740	OFFICE FURNITURE & EQUIPMENT	-	1,777	3,500	3,500	3,500	3,500	Office Chairs, Training Room Chairs, Office Furniture, Living Quarters Wardrobes
		179,790	140,227	184,631	185,967	212,283	206,283	
CODE ENFORCEMENT								
10-423-910	TRAINING/TRAVEL - CE	3,677	3,301	2,700	2,700	2,700	2,700	NFPA, FBIC, or Fire Cause & Determination Class
10-423-920	OFFICE/OPERATING SUPPLIES - CE	-	627	750	750	750	750	Fire prevention materials, firewise materials
10-423-930	TOOLS & SUPPLIES - CE	-	-	250	250	250	250	Fire inspection supplies
		3,677	3,928	3,700	3,700	3,700	3,700	
FIRE DEPARTMENT TOTAL EXPENDITURES								
		890,867	777,691	907,932	921,377	1,037,940	1,032,678	



Street Department

City of Sun Valley
FY 2018 - 2019 Budget

Department Overview



STAFFING

- Street Superintendent
- Street Supervisor
- Street Operator II

DUTIES

- Maintain roadways, pathways, and right-of-ways
- Winter snow removal operations
- Preventative maintenance of department vehicles and facilities
- Landscaping and weed mitigation on city property
- Coordinate citywide events
- Overseeing the Bond streets and paths construction projects

Key Metrics



	FY16 ACTUAL	FY17 ACTUAL	FY18 ESTIMATED	FY19 ANTICIPATED
Miles of Streets Maintained	21.5	21.5	21.5	21.5
Miles of Pathways Maintained	13	13	13	13
Applications of Contract Weed Abatement/Year	3	3	3	3
Special Event Requests	12	12	12	12



Short Term Goals/Tasks

- **Pathways.** Bond Construction Year 1 projects using Cement Recycled Asphalt Base Stabilization (CRABS) for Elkhorn path segments “E: and “C”. The Street Department continuously keeps the paths slurry sealed on a rotational program.
- **Encroachment Abatement.** Work with the Community Development Department to identify nuisance encroachments in the City’s right-of-way.
- **Street Maintenance.** Friction seal will be applied to City streets on a three year rotational program that will meet the City’s needs given the climate and level of service that is expected.
- **Street Reconstruction.** Work with the City’s Engineer, contractors, and residents on the Bond Construction Year 1 projects to obtain a quality roadway with the least amount of disturbances possible on the Bitterroot area Saddle Lane, Skyline, and Skyline Spur road construction projects.
- **Educate residents and snow plow contractors.** The City needs to better educate residents and contactors regarding where snow can be stored. Snow stored in the Cities ROW’s and covering the ends of culverts causes damage to road edges in the event of flooding. The Street Department will be contacting snowplow contractors and landscape companies with these concerns. The Street Department will also work the Police Department so that the officers know how to identify offenders.

Mid-to-Long Term Goals/Tasks



- **Improvement of Streets and Paths.** Work with the Mayor and City Council on Bond Construction projects for Years 2 and 3.
- **Equipment Maintenance.** Keep the Street Department's equipment in the best mechanical condition it can be.
- **Equipment purchase.** Work with the Mayor and City Council to lease/purchase a piece of equipment to "drive" the new snow blower and also assist the Street Department in addressing drainage and flooding issues.
- **Winter Services.** Continue to maintain the level of service that is expected for the snow plowing and other winter-time operations.
- **Minimize Water Usage.** Continue to maintain the landscaping at City Hall, Elkhorn Fire Station, and Festival Meadows in a way to best reserve the amount of water needed for irrigation.

New FY19 Budgetary Items



OPERATIONAL

- Replace a desk and a printer (\$1,500)
- Replace one workstation (\$1,100)

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND EXPENDITURES - STREET

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
SALARIES AND WAGES								
10-431-110	SALARIES AND WAGES	219,939	210,462	223,683	223,683	226,470	226,470	3 FT staff
10-431-120	SALARIES & WAGES - PART TIME	-	360	3,500	500	2,000	2,000	For additional snowplow help & to cover staff vacations. With shared temporary staff
10-431-122	SALARIES & WAGES - OVERTIME	2,568	10,914	4,000	2,000	4,000	4,000	Overtime for snow plowing
10-431-123	SALARIES & WAGES - ON-CALL PAY	-	-	-	3,075	3,750	3,400	On-call pay for snow/ice emergencies (FY19 150 hrs @ \$25/day)
		222,507	221,736	231,183	229,258	236,220	235,870	
FRINGE BENEFITS								
10-431-200	PHYSICAL INCENTIVE PROGRAM	400	910	1,200	1,200	1,200	1,200	3 FT staff
10-431-210	FICA CONTRIBUTION	12,716	17,333	17,204	17,631	18,278	18,251	7.65%
10-431-220	RETIREMENT CONTRIBUTION	23,255	27,413	25,805	26,089	27,417	28,486	Increase in 2019 from 11.32% to 11.48%
10-431-250	HEALTH INSURANCE	39,301	44,872	65,249	54,755	55,928	55,928	Includes health, dental & vision insurance; HRA
		75,672	90,528	109,458	99,675	102,823	103,865	
OPERATIONAL EXPENDITURES								
10-431-240	WORKERS COMPENSATION	8,957	13,886	11,891	12,188	19,142	19,114	
10-431-310	OFFICE SUPPLIES	-	191	-	-	-	-	
10-431-315	JANITORIAL SUPPLIES	656	451	400	400	400	400	Cleaning supplies for Street Department facility
10-431-320	OPERATING SUPPLIES	5,086	4,321	4,000	4,000	8,500	2,800	Small daily operating supplies; ie, fasteners, electrical tape, etc. \$4500 in 2019 for hydraulic hose repair kit. Expenses reduced for following 4-5 years.
10-431-340	TOOLS & EQUIPMENT	1,609	1,898	2,000	2,000	3,200	2,000	Tool purchases and maintenance equipment. \$1200 in 2019 for air operated floor jack to make.
10-431-345	SAFETY EQUIPMENT	299	75	500	500	500	500	Ear plugs, eye protection etc.
10-431-350	MOTOR FUELS & LUBRICANTS	12,135	15,356	12,000	7,000	12,000	12,000	Fuel and oil purchases
10-431-440	ADVERTISING & LEGAL PUBLISHING	-	-	1,000	500	500	500	Bid documents
10-431-470	TRAVEL, TRAINING & MEETINGS	1,126	1,495	2,500	2,500	2,800	2,800	Staff Training
10-431-500	CUSTODIAL & CLEANING SERVICES	-	-	-	1,455	2,340	2,340	Monthly cleaning contract of \$195/month
10-431-510	TELEPHONE SERVICE	1,660	1,517	1,300	1,600	1,600	1,600	2 smartphones, 1 cell phone, and 1 iPad
10-431-536	SANDING/MAG CHLORIDE	13,699	20,734	15,000	11,200	15,000	15,000	Traction sand/salt/magnesium chloride
10-431-555	RENTAL - EQUIPMENT	-	-	1,000	600	750	750	Rental of speciality tools or equipment such as lift to change street lights
10-431-570	RENT/LEASE - SNOW REMOVAL EQUIP	-	-	3,000	2,500	11,000	11,000	Rental for loader/backhoe for 3 months plus its delivery to power the large new snowblower.
10-431-591	REPAIR/MAINT/CLEANING-STREETS	6,201	2,974	5,500	5,000	5,500	5,500	Good inventory of parts on hand, street sweeper replacement brooms/ aging equipment
10-431-592	STRIPING	19,703	24,060	30,000	30,000	24,630	30,000	Piggy-backing on Ketchum bid to restripe all path and street markings in the City. Reduced for striping covered by FY bond construction projects.
10-431-593	RIGHT-OF-WAY REMEDIATION	-	4,500	10,000	10,000	10,000	10,000	Implementation of right-of-way remediation per ordinance
10-431-595	REPAIR/MAINT - LARGE EQUIPMENT	17,989	21,280	18,000	18,000	50,000	18,000	Repair and maintenance of snowplows (including winter damage), dumptruck, loader, etc. Additional \$32,000 in 2019 for hydraulic and pneumatic (air) system overhauls on two (2) snowplows and their transport to repair facility.
10-431-596	REPAIR/MAINT - SMALL EQUIP	653	175	500	500	500	500	Repair and maintenance of lawnmowers, snow blowers, chainsaws, etc.
10-431-600	REPAIR/MAINT - AUTO EQUIP	2,876	1,578	4,000	4,000	4,000	4,000	Repair and maintenance of automotive equipment
10-431-610	REPAIR/MAINT - MISC	487	271	1,000	1,000	1,000	1,000	Unusual repair and maintenance expenses without appropriate line item

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND EXPENDITURES - STREET

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
10-431-614	REPAIR/MAINT-BUILDING	8,804	9,833	12,000	10,000	12,000	12,000	All building repair and maintenance
10-431-620	LANDSCAPE SERVICES	3,866	4,864	5,000	5,000	5,000	5,000	Spring landscape clean up, plant health care, tree disease control and fertilization
10-431-621	NOXIOUS WEED CONTROL	12,253	7,750	15,000	11,625	10,000	10,000	3 applications
10-431-631	UNIFORMS	752	1,090	1,100	1,100	1,100	1,100	Staff work clothing
10-431-740	OFFICE FURNITURE & EQUIPMENT	1,083	1,344	2,950	2,630	2,600	1,000	Replacement of a desk and one printer (\$1,500) and replacement of one workstation (\$1,100).
10-431-743	BUILDING IMPROVEMENTS	-	78	-	-	-	-	
10-431-745	ROADS & PATHS CONDITION RATING ASSESSMENT - UPDATE	-	7,644	-	-	-	-	Normally done every 3 years. Next assesment will be done in FY 2021.
10-431-780	ROADS & PATHS MAINT. PROGRAM	40,312	83,138	150,000	200,000	100,000	100,000	Shouldering, drainage work, asphalt repairs, etc.
10-431-790	LAND MAINTENANCE 5 ACRE PARCEL	3,402	1,349	2,600	2,600	2,600	2,600	Sprinkler repair, fence stain, fertilizer, weed abatement, etc.
10-431-800	104 GREY EAGLE ABATEMENT	820	-	-	-	-	-	
		<u>164,428</u>	<u>231,854</u>	<u>312,241</u>	<u>347,898</u>	<u>306,662</u>	<u>271,504</u>	
STREET DEPARTMENT TOTAL EXPENDITURES								
		<u>462,607</u>	<u>544,119</u>	<u>652,882</u>	<u>676,831</u>	<u>645,705</u>	<u>611,239</u>	



Other General Government Accounts

City of Sun Valley
FY 2018 - 2019
TENTATIVE BUDGET

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

GENERAL FUND EXPENDITURES - OTHER GENERAL GOVERNMENT

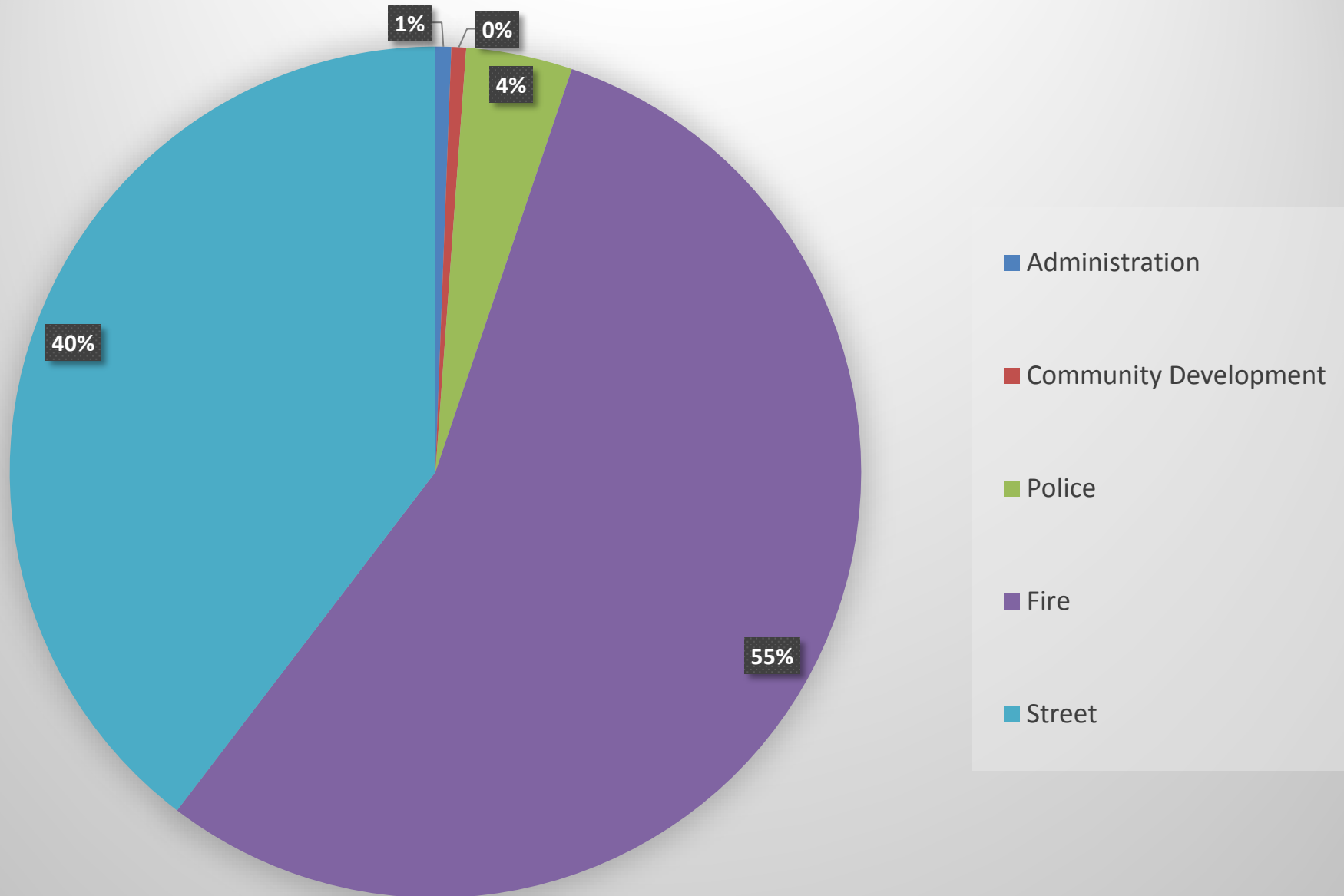
Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
CONTINGENCY/TRANSFERS								
10-419-800	CONTINGENCY	-	12,704	75,000	75,000	75,000	75,000	
10-419-802	UNANTICIPATED EXPENSE	71,870	65,764	-	-	-	-	
10-419-949	TRANSFERS OUT TO UNASSIGND FB	-	-	48,786	-	-	-	
10-419-951	TRANSFERS OUT TO CIP FUND	-	219,256	-	-	-	-	
10-419-952	TRANSFERS OUT TO FIXED ASSET FUND	-	-	-	-	-	-	
10-419-953	TRANSFERS OUT TO STREET & PATH FUND	-	-	-	-	-	-	
10-419-954	TRANSFERS OUT TO WORKFORCE HOUSING FUND	-	-	-	-	-	-	
		71,870	297,724	123,786	75,000	75,000	75,000	
EXTERNAL CONTRACTS								
10-419-687	PUBLIC TRANSIT SERVICES	198,750	295,000	307,000	307,000	322,350	322,350	Participation in regional support of Mountain Rides
10-419-688	ECONOMIC DEVELOPMENT, CULTURAL AND INFORMATION SERVICES	8,500	8,500	8,500	8,500	8,500	8,500	Participation in regional support of Sun Valley Economic Development
10-419-689	MARKETING SERVICES	286,689	275,000	280,000	280,000	294,000	294,000	Participation in support of Sun Valley Marketing Alliance
10-419-690	EXTERNAL AGENCIES/PROJECTS	-	-	11,700	8,500	700	700	Participation in support of Trout Friendly Program (\$200), art maintenance on Hwy 75 bridge (\$500)
		493,939	578,500	607,200	604,000	625,550	625,550	
OTHER GENERAL GOVERNMENT TOTAL EXPENDITURES								
		565,809	876,224	730,986	679,000	700,550	700,550	



OTHER FUNDS

City of Sun Valley
FY 2018 - 2019
TENTATIVE BUDGET

2019 TENTATIVE BUDGET CAPITAL EXPENDITURES



CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET							
CAPITAL EXPENDITURES (excluding 2018 Bond Construction Fund projects)							
				FY 2018	FY 2018	FY 2019	% CHANGE
				ADOPTED	ESTIMATED	TENTATIVE	FY 2018 to
				BUDGET	ACTUALS	BUDGET	FY 2019
DEPARTMENT	FUND	CAPITAL ITEM	AMOUNT				
LEGISLATION							
	Fixed Asset Fund			17,000	17,000	-	n/a
ADMINISTRATION							
	Capital Improvement Fund			-	-	8,000	n/a
		Server Room Air Conditioning	8,000				
COMMUNITY DEVELOPMENT							
	Fixed Asset Fund			7,457	7,457	7,457	0.0%
		Lease for two vehicles	7,457				
POLICE							
	Fixed Asset Fund			47,000	53,187	54,000	14.9%
		Patrol vehicle	54,000				
FIRE							
	Fixed Asset Fund			127,426	112,426	737,833	479.0%
		Aerial Tower - 10 year lease purchase	112,426				
		Command Vehicle	50,407				
		Fire Engine - Pumper	575,000				
	Capital Improvement Fund			15,000	-	-	n/a
STREET							
	Street & Path Fund			255,000	63,768	137,806	-46.0%
		Chip sealing	137,806				
	Fixed Asset Fund			72,000	58,186	32,000	-55.6%
		Street Vehicle with Snow Plow					
	Capital Improvement Fund			253,864	100,869	360,000	41.8%
		Street Department Ventilation System	60,000				
		Street Department Roof Replacement	140,000				
		City Hall Generator	65,000				
		City Hall Interior Painting & Recarpeting	75,000				
		City Buildings Rewire	20,000				
TOTAL							
				794,747	412,893	1,337,096	68.2%

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

FIXED ASSET FUND

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
REVENUE								
29-311-500	PROPERTY TAXES	118,500	-	-	-	-	-	
29-311-510	VEHICLE SALES	-	-	-	-	-	-	
		118,500	-	-	-	-	-	
OPERATING TRANSFERS IN								
29-399-501	TRANS. FROM FA FUND BALANCE	-	-	-	-	9,140	-	
29-399-504	TRANS. FROM GF UNASSIGNED FUND BALANCE	(118,500)	391,228	255,883	255,883	822,150	241,904	
		(118,500)	391,228	255,883	255,883	831,290	241,904	
FIXED ASSET REVENUE TOTALS								
		-	391,228	255,883	255,883	831,290	241,904	
EXPENDITURES								
POLICE DEPARTMENT								
29-490-761	Patrol Vehicle	32,224	-	47,000	53,187	54,000	54,000	Patrol vehicle and related equipment
		32,224	-	47,000	53,187	54,000	54,000	
FIRE DEPARTMENT								
29-490-751	Chief 1	46,226	-	-	-	-	-	
29-490-752	Command Vehicle	-	-	-	-	50,407	-	
29-490-754	Airpacks	-	202,059	-	-	-	-	
29-490-756	Aerial Tower	112,426	112,426	112,426	112,426	112,426	112,426	2019: 6th annual payment of a 10 year lease purchase for the ladder truck
29-490-757	Air Compressor	-	46,743	-	-	-	-	
29-490-758	Engines 60 & 62 Thermal Imager Replacement	-	11,187	-	-	-	-	
29-490-765	Fire Vehicle	-	-	-	-	-	49,921	
29-490-775	Fire Engine- Pumper	-	-	-	-	575,000	-	
29-490-779	New Engine Support Equipment	8,858	-	-	-	-	-	
		167,510	372,414	112,426	112,426	737,833	162,347	
STREET DEPARTMENT								
29-490-788	Street Vehicle with Snow Plow	46,583	-	-	-	32,000	-	
29-490-789	Mag Chloride Tank	5,912	-	-	-	-	-	
29-490-791	Commercial Mower	-	3,229	-	-	-	-	
29-490-795	Loader Mounted Snow Blower	-	-	72,000	58,186	-	-	
		52,495	3,229	72,000	58,186	32,000	-	
OTHER								
29-490-793	Council Chamber Microphones	-	-	17,000	17,000	-	-	
29-490-808	Community Dev/Admin Vehicle Replacement	-	4,971	7,457	7,457	7,457	7,457	Lease payment for Admin/CD & Building Inspection vehicles (\$621.40/month)
29-490-802	City Network Hardware/Software	-	9,100	-	-	-	18,100	
29-490-790	Transfer to Fixed Asset Fund Balance	(252,229)	-	-	-	-	-	
		(252,229)	14,071	24,457	24,457	7,457	25,557	
FIXED ASSET EXPENDITURE TOTAL								
		-	389,714	255,883	248,256	831,290	241,904	
FIXED ASSET FUND NET								
		-	1,514	-	7,627	-	-	
	FUND BALANCE - Beginning of fiscal year	-	(0)	-	1,513	9,140	-	
	FUND BALANCE - End of fiscal year	-	1,513	-	1.62 9,140	-	-	

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

DEBT SERVICE FUND

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
REVENUE								
30-311-760	AD VALOREM TAX - 2018 BOND	-	-	-	-	1,254,646	1,255,298	
		-	-	-	-	1,254,646	1,255,298	
INTEREST EARNINGS								
10-371-100	INTEREST REVENUES	-	-	-	1	2,000	2,000	
		-	-	-	1	2,000	2,000	
MISCELLANEOUS								
10-379-300	OTHER REVENUES	-	-	-	3,563	-	-	
		-	-	-	3,563	-	-	
OPERATING TRANSFERS IN								
30-399-500	TRANSFER FROM GF FUND BALANCE	-	-	-	-	-	-	
30-380-100	TRANSFER IN FROM DS FUND BALANCE	-	-	-	-	-	-	
		-	-	-	-	-	-	
DEBT SERVICE FUND REVENUE TOTAL								
		-	-	-	3,564	1,256,646	1,257,298	
EXPENDITURES								
30-480-816	PRINCIPAL - 2018 BOND	-	-	-	-	260,000	600,000	
30-490-500	INTEREST - 2018 BOND	-	-	-	-	994,646	655,298	
		-	-	-	-	1,254,646	1,255,298	
OPERATING TRANSFERS OUT								
30-419-960	TRANSFER OUT TO FUND BALANCE		9,601	-	-	2,000	2,000	
		-	9,601	-	-	2,000	2,000	
DEBT SERVICE FUND TOTAL EXPENDITURES								
		-	9,601	-	-	1,256,646	1,257,298	
DEBT SERVICE FUND NET								
		-	(9,601)	-	3,564	-	-	
	FUND BALANCE - Beginning of fiscal year	9,601	9,601	-	-	3,563	5,563	
	FUND BALANCE - End of fiscal year	9,601	-	-	3,563	5,563	7,563	

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET								
LAND ACQUISITION FUND								
Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
REVENUE								
40-311-500	PROPERTY TAXES	-	-	-	-	-	-	
		-	-	-	-	-	-	
OPERATING TRANSFERS IN								
40-399-500	TRANSFER FROM GENERAL FUND	-	-	-	-	-	-	
40-399-550	TRANSFER IN FROM LAF FUND BALANCE	-	-	-	-	-	-	
		-	-	-	-	-	-	
LAND ACQUISITION FUND REVENUE TOTAL								
		-	-	-	-	-	-	
EXPENDITURES								
OPERATING TRANSFERS OUT								
40-470-800	TRANSFER OUT TO FA FUND	-	-	-	-	-	-	
40-470-850	TRANSFER OUT TO WFH FUND	-	-	-	-	-	-	
40-470-900	TRANSFER OUT TO GF FUND BALANCE	-	371,763	-	-	-	-	
40-470-950	TRANSFER OUT TO CIP	-	-	-	-	-	-	
		-	371,763	-	-	-	-	
LAND ACQUISITION FUND TOTAL EXPENDITURE								
		-	371,763	-	-	-	-	
LAND ACQUISITION FUND NET								
		-	(371,763)	-	-	-	-	
	FUND BALANCE - Beginning of fiscal year	371,763	371,763	-	-	-	-	
	FUND BALANCE - End of fiscal year	371,763	-	-	-	-	-	

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

WORKFORCE HOUSING FUND

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
REVENUE								
FEES AND RENTS								
42-311-510	PAYMENT OF FEES IN LIEU	-	30,000	-	-	-	-	
42-311-xxx	SALE OF CITY PROPERTY	-	364,648	-	364,474	-	-	
42-311-515	RENTS	10,001	5,368	-	-	-	-	
		<u>10,001</u>	<u>400,016</u>	-	<u>364,474</u>	-	-	
OTHER								
42-399-300	TRANS. FROM GF UNASSIGNED FUND BALANCE	-	-	-	-	-	-	
42-399-500	TRANS. FROM WFHF FUND BAL.	-	-	53,592	-	80,709	80,962	
		-	-	<u>53,592</u>	-	<u>80,709</u>	<u>80,962</u>	
WORKFORCE HOUSING FUND TOTAL REVENUE		<u>10,001</u>	<u>400,016</u>	<u>53,592</u>	<u>364,474</u>	<u>80,709</u>	<u>80,962</u>	
EXPENDITURES								
42-470-210	FICA CONTRIBUTION	-	1,175	-	3,443	4,208	4,208	
42-470-220	RETIREMENT CONTRIBUTION	-	1,912	-	5,404	6,501	6,754	
42-470-701	TRANSFER TO WFH FUND BALANCE	-	-	-	-	-	-	
42-470-702	EMPLOYEE HOUSING ALLOWANCE	18,545	16,650	38,592	45,000	55,000	55,000	Increase due to actual and anticipated employee qualification
42-470-703	COMMUNITY HOUSING SERVICES	7,500	15,000	15,000	15,000	15,000	15,000	Participation in regional support of BCHA
42-470-705	CITY OWNED UNITS/ UTILITIES & MAINT.	9,237	34,511	-	4,633	-	-	
		<u>35,282</u>	<u>69,248</u>	<u>53,592</u>	<u>73,480</u>	<u>80,709</u>	<u>80,962</u>	
CAPITAL PROJECTS								
42-470-710	FUTURE HOUSING PROJECTS	-	-	-	-	-	-	
42-470-732	FIRE DEPARTMENT SLEEPING QUARTERS	-	631	-	-	-	-	
		-	<u>631</u>	-	-	-	-	
WORKFORCE HOUSING FUND TOTAL EXPENDITURE		<u>35,282</u>	<u>69,879</u>	<u>53,592</u>	<u>73,480</u>	<u>80,709</u>	<u>80,962</u>	
WORKFORCE HOUSING FUND NET								
		<u>(25,281)</u>	<u>330,137</u>	<u>-</u>	<u>290,994</u>	<u>-</u>	<u>-</u>	
	FUND BALANCE - Beginning of fiscal year	146,904	121,624		451,760	742,754	662,045	
	FUND BALANCE - End of fiscal year	121,624	451,760		742,754	662,045	581,083	

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

1% LOCAL OPTION TAX (LOT) FUND

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
REVENUE								
45-313-600	LOCAL OPTION TAX - AIR SERVICE 1%	-	-	518,390	617,408	633,747	633,747	Moved from General Fund Revenues in 2018
		-	-	518,390	617,408	633,747	633,747	
OTHER								
45-399-300	TRANS. FROM GF UNASSIGNED FUND BALANCE	-	-	-	-	-	-	
		-	-	-	-	-	-	
1% LOT FUND TOTAL REVENUE								
		-	-	518,390	617,408	633,747	633,747	
EXPENDITURES								
45-470-850	AIR SERVICE 1% LOT	-	-	510,630	609,648	625,829	625,829	Moved from General Fund Legislation Budget in 2018
		-	-	510,630	609,648	625,829	625,829	
TRANSFERS								
45-470-910	TRANSFER OUT TO GF FUND BALANCE	-	-	7,760	7,760	7,918	7,918	Administrative costs associated with the 1% LOT
		-	-	7,760	7,760	7,918	7,918	
1% LOT FUND TOTAL EXPENDITURES								
		-	-	518,390	617,408	633,747	633,747	
1% LOT FUND NET								
		-	-	-	-	-	-	
		-	-	-	-	-	-	
	FUND BALANCE - Beginning of fiscal year	-	-	-	-	-	-	
		-	-	-	-	-	-	
	FUND BALANCE - End of fiscal year	-	-	-	-	-	-	

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

CAPITAL IMPROVEMENT FUND

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
REVENUES								
50-311-500	PROPERTY TAXES	-	-	-	-	545,300	545,300	20% of total property taxes
		-	-	-	-	545,300	545,300	
GRANTS								
50-399-900	LHTAC Transportation Grant	-	-	-	-	-	-	
		-	-	-	-	-	-	
OPERATING TRANSFERS IN								
50-399-100	TRANSFER FROM CIF FUND BALANCE	-	-	-	-	238,011	-	
50-399-200	TRANSFER FROM GF UNASSIGNED BALANCE	-	154,582	268,864	268,864	129,989	-	
50-399-500	TRANSFER FROM GENERAL FUND	-	219,256	-	-	-	-	
		-	373,838	268,864	268,864	368,000	-	
CAPITAL IMPROVEMENT FUND TOTAL REVENUE								
		-	373,838	268,864	268,864	913,300	545,300	
EXPENDITURES								
BUILDINGS								
50-480-442	Street Department Ventilation System	-	1,410	15,000	3,266	60,000	-	
50-480-493	Street Department Roof Replacement	-	-	100,000	3,426	140,000	-	
50-480-450	City Hall Generator	-	-	90,000	79,177	65,000	-	
50-480-459	City Hall Interior Painting & Recarpeting	-	-	48,864	15,000	75,000	-	
50-480-461	City Buildings - Rewire	-	55,217	-	-	20,000	-	
50-470-838	Fire Department Sleeping Quarters	142,449	246,395	-	-	-	-	
50-470-839	Elkhorn Fire Station - Vent & Intake Cleaning	-	800	15,000	-	-	-	
50-470-840	City Hall Server Room Air Conditioning	-	-	-	-	8,000	-	
		142,449	303,822	268,864	100,869	368,000	-	
OTHER								
50-470-820	Transportation Plan Update	-	-	-	-	-	-	
50-419-960	Transfer to Capital Improvement Fund Balance	(142,449)	-	-	-	545,300	545,300	
		(142,449)	-	-	-	545,300	545,300	
CAPITAL IMPROVEMENT FUND TOTAL EXPENDITURES								
		-	303,822	268,864	100,869	913,300	545,300	
CAPITAL IMPROVEMENT FUND NET								
		-	70,016	-	167,995	-	-	
	FUND BALANCE - Beginning of fiscal year		0	-	70,016	238,011	545,300	
	FUND BALANCE - End of fiscal year	-	70,016	-	238,011	545,300	1,090,600	

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET

STREET AND PATH FUND

Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
REVENUES								
GENERAL PROPERTY TAXES								
52-311-200	PROPERTY TAX - GENERAL	275,515	275,579	272,650	272,650	\$ -	-	
		275,515	275,579	272,650	272,650	\$ -	-	
STATE OF IDAHO SHARED REVENUES								
52-335-200	STATE HIGHWAY USER	62,465	66,095	50,434	66,756	67,289	67,289	Provided by AIC
		62,465	66,095	50,434	66,756	67,289	67,289	
MISCELLANEOUS								
52-380-100	TRANSFER FROM S&P FUND BALANCE	-	-	-	-	70,517	68,053	
52-380-110	TRANSFER FROM LAF FUND BALANCE	-	-	-	-	-	-	
52-380-000	INTERFUND TRANSFER FROM GEN FD	-	238,583	-	-	-	-	
		-	238,583	-	-	70,517	68,053	
TOTAL REVENUE								
		337,980	580,257	323,084	339,406	137,806	135,342	
EXPENSES								
52-431-780	STREETS & PATHS - SEALING	116,324	81,856	255,000	63,768	137,806	135,342	Street Sealing - Bitterroot area, White Clouds roads, Saddle, Saddle Lane, Dollar, Old Dollar, Fairway and all streets off fairway, Skyline, Blue Grouse, and Horse Shoe; Path Sealing - Trail Creek Nordic Center to the end and along Elkhorn E & C, Saddle, Dollar, and Old Dollar
52-431-783	BITTERROOT AREA ROAD RECONSTRUCTION	-	53,876	-	-	-	-	
		116,324	135,731	255,000	63,768	137,806	135,342	
MISCELLANEOUS								
52-431-960	TRANSFER TO S&P FUND BALANCE	-	-	68,084	-	-	-	
		-	-	68,084	-	-	-	
STREET & PATH FUND TOTAL EXPENDITURES								
		116,324	135,731	323,084	63,768	137,806	135,342	
STREET & PATH FUND NET								
		221,656	444,526	-	275,638	-	-	
	FUND BALANCE - Beginning of fiscal year	\$ 107,181	\$ 227,022	-	\$ 671,548	\$ 735,316	\$ 664,799	
	FUND BALANCE - End of fiscal year	\$ 227,022	\$ 671,548	-	\$ 735,316	\$ 664,799	\$ 596,746	

CITY OF SUN VALLEY FY 2018 - 2019 TENTATIVE BUDGET								
2018 BOND CONSTRUCTION FUND								
Acct No	Account Description	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	Notes and Descriptions
		AUDITED	AUDITED	ADOPTED	ESTIMATED	TENTATIVE	ANTICIPATED	
		ACTUALS	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET	
REVENUE								
55-371-100	INTEREST EARNINGS	-	-	-	72,000	130,000	105,000	
55-379-300	OTHER REVENUE	-	-	-	-	-	-	
		-	-	-	72,000	130,000	105,000	
OTHER								
55-379-400	PROCEEDS - 2018 BOND	-	-	-	17,500,000	-	-	
		-	-	-	17,500,000	-	-	
OTHER								
55-399-100	TRANSFER FR 2018 BOND FUND FUND BALANCE	-	-	-	-	7,788,500	-	
		-	-	-	-	7,788,500	-	
2018 BOND CONSTRUCTION FUND REVENUE TOTALS								
		-	-	-	17,572,000	7,918,500	105,000	
EXPENDITURES								
55-431-422	ENGINEERING	-	-	-	220,000	1,260,000	-	
55-431-425	ATTORNEY FEES	-	-	-	2,000	4,000	-	
55-431-429	OTHER PROFESSIONAL FEES	-	-	-	70,000	1,300,000	-	
55-431-430	PROFESSIONAL TESTING FEES	-	-	-	25,000	50,000	-	
55-431-440	ADVERTISING & LEGAL PUBLISHING	-	-	-	2,000	4,000	-	
55-431-680	BANK CHARGES	-	-	-	500	500	-	
55-431-710	YEAR 1 CONSTRUCTION COSTS	-	-	-	1,633,000	-	-	
55-431-720	YEAR 2 CONSTRUCTION COSTS	-	-	-	-	5,300,000	-	
		-	-	-	1,952,500	7,918,500	-	
OTHER								
55-431-900	Transfer to Fund Balance	-	-	-	-	-	105,000	
		-	-	-	-	-	105,000	
2018 BOND CONSTRUCTION FUND TOTAL EXPENDITURES								
		-	-	-	1,952,500	7,918,500	105,000	
2018 BOND CONSTRUCTION FUND NET								
		-	-	-	15,619,500	-	-	
	FUND BALANCE - Beginning of fiscal year	-	-	-	-	15,619,500	7,831,000	
	FUND BALANCE - End of fiscal year	-	-	-	15,619,500	7,831,000	7,936,000	

**SPECIAL COUNCIL MEETING
OF THE MAYOR AND CITY COUNCIL
IN THE COUNCIL CHAMBERS - 81 ELKHORN ROAD
CITY OF SUN VALLEY, IDAHO
JUNE 14, 2018 AT 2:00 PM**

The Mayor and the City Council of Sun Valley, Blaine County, State of Idaho, met in a Special Council Meeting in the Sun Valley City Hall Council Chambers on June 14, 2018 at 2:00 PM.

CALL TO ORDER

Council President Keith Saks called the meeting to order at 2:03 PM.

ROLL CALL

PRESENT: Mayor Peter Hendricks (via telephone), Council President Keith Saks, Council Member Brad DuFur, and Council Member Jane Conard.

ABSENT: Council Member Michelle Griffith.

PLEDGE OF ALLEGIANCE

Community Development Director Ternet led the pledge of allegiance.

PUBLIC COMMENT

None.

COUNCIL COMMENT

None.

MAYOR COMMENT

None.

1. **[Capital Improvement Program FY2019-2028](#)**

City Administrator Robertson and the City Council discussed at length changes made to the Street, Community Development and Administration Departments under the CIP.

2. **[General Fund Revenue](#)**

The Mayor gave a brief overview of the FY19 budget process and stated that this was the time to look at the numbers and ask questions.

Robertson gave an overview on how she wanted the departments to present their proposed FY19 budget. She mentioned she will just discuss the highlights and will not discuss items that are not changing. She then went into detail regarding said changes.

3. **[Legislation Department](#)**

Robertson discussed the Legislation Department proposed budget. The Mayor then suggested that the City Council members pick the top 3 items they think need to be worked on.

4. **[Administration Department](#)**

Robertson described changes being made to the Administrative Department budget for FY19.

The Mayor expressed his concerns with our HR personnel policy review path.

Griffith expressed concern regarding training for departments and asked department heads to revisit online training rather than traveling to a training in order to lower costs.

5. [Community Development Department](#)

Ternet gave an overview of changes being made to the FY19 budget. Saks asked why the estimated revenue was expected to be less for FY18 than FY17 to which Ternet mentioned it was because of the large Sun Valley Company projects in FY17 that we don't have for FY18.

6. [Other General Government](#)

Robertson described changes being made to the other general government line items, including external contracts and the amounts they are asking.

The Mayor asked how much was spent from the \$75,000 in Contingency, to which Finance Manager/Treasurer Crosby stated it was \$3,000.

7. [Street Department](#)

Street Superintendent Whitesell discussed the Street Department FY19 budget and items changing.

The Mayor commented he would like to see a schedule on the pathways and whether there were paths that were done once a year, twice a year or every other year.

Conard questioned the Operating Supplies line item, to which Slater Storey, Street Maintenance Worker II, explained the \$4,500 increase and how it would be a one-time purchase of hose parts that would last for several years. After a brief discussion, it was decided to reduce the FY20 budget for Operating Supplies to \$2,600.

8. [Street & Path Fund](#)

Robertson explained the Street & Path Fund and what was proposed for funding in FY19.

[ADJOURNMENT](#)

MOTION

Council Member Jane Conard moved to adjourn, seconded by Council President Keith Saks. A roll call vote was taken.

AYES: Mayor Peter Hendricks, Council President Keith Saks, Council Member Brad DuFur, and Council Member Jane Conard

NAYS: None

The Mayor declared the meeting adjourned at 5:45 PM.

Peter M. Hendricks, Mayor

Nancy Flannigan, City Clerk

Vendor Name	Invoice #	Invoice Date	Description	Account #	Dept.	Amount
GALENA ENGINEERING	R&P CONST	08/01/2018	Year 2 Pre-design survey work for Juniper, Blue Bell, Mayleaf, Lupine, Thistle	55-431-429		30,767.00
TERRACON CONSULTANTS, IN	TA81596	07/17/2018	Year 2-3 pre-design geo teach work	55-431-429		46,590.64
Grand Totals:						77,357.64

Finance Committee Chair, Keith Saks: _____ Date : _____



INVOICE

11849 W Executive Dr, Ste G
Boise, ID 83713-1944
208-323-9520

55,431.429
Describe = Year 2-3 Pre-design -
Geo tech work

Project Mgr: Gabriel Burgess

Project: Sun Valley Road & Path Bond Program
Various Roads
Sun Valley, ID

To: City of Sun Valley ID
Attn: Nancy Flannigan
81 Elkhorn Road
PO Box 416
Sun Valley, ID 83353

REMIT TO:	
Invoice Number: TA81596	
Terracon Consultants, Inc. PO Box 959673 St Louis, MO 63195-9673	
Federal E.I.N.: 42-1249917	

Project Number:	62185025
Invoice Date:	7/17/2018
For Period:	5/27/2018 to 7/07/2018

Quantity	Description of Services	Rate	Total
Direct Project Labor			
1.00 Each	Task 1 Contract Administration, Project Set Up, Invoicing	\$1,288.00	\$1,288.00
1.00 Each	Task 2 Boring Layout, Utility Clearances	\$3,076.00	\$3,076.00
1.00 Each	Task 3 Field Exploration/Logging	\$8,684.00	\$8,684.00
	Subtotal		\$13,048.00
Direct Project Expense			
1.00 Each	Contract Drilling	\$22,717.10	\$22,717.10
1.00 Each	Contract Traffic Control	\$8,544.14	\$8,544.14
7.00 Day(s)	Per Diem	\$187.00	\$1,309.00
1,768.00 Mile(s)	Mileage	\$0.550	\$972.40
	Subtotal		\$33,542.64

Invoice Total \$46,590.64

Statement of Account	
Contract Amount	\$65,896.85
Amount Previously Billed	\$0.00
Total Due this Invoice	\$46,590.64
Total Billed	\$46,590.64
Payments to Date	\$0.00
Total Due	\$46,590.64

OK'd by Sherri Betsy

TERMS: DUE UPON PRESENTATION OF INVOICE

10841 S Ridgeview Rd
Olathe, KS 66061-6456



STATEMENT OF ACCOUNT (SUMMARY OF OUTSTANDING INVOICES)

ACCOUNTS PAYABLE
City of Sun Valley ID
81 Elkhorn Road
PO Box 416
Sun Valley, ID 83353

REMIT TO:
Terracon Consultants, Inc.
PO Box 959673
St Louis, MO 63195-9673

Account Number Statement Date
502236 07/26/18

Due Date	Invoice No.	Project Description	Project Number	Amount
08/31/18	TA81596	Sun Valley Road & Path Bond Program	62185025	\$46,590.64
			Late Fee:	\$.00
			TOTAL:	\$46,590.64

Current \$46,590.64	1-30 Days \$.00	31-60 Days \$.00	61-90 Days \$.00	Over 90 Days \$.00
-------------------------------	----------------------------	-----------------------------	-----------------------------	-------------------------------

Terms: *Total invoice amount due upon receipt of invoice. Accounts not paid within 30 days of invoice date are subject to 1.5% per month late charge.*

For invoice copies or questions concerning this statement please email collections@terracon.com or call (800) 593-7777, option 2.

CITY OF SUN VALLEY

PO Box 416
Sun Valley, ID 83353

PURCHASE ORDER

Vendor No. 1825
TO GALENA ENGINEERING
317 N. River Street
Hailey ID 83333

Date 07/31/2018
PO# 8457

Phone


City Department
AD

Detailed Item Description	Account Title	GL #	Total
Year 2 Pre-design survey work for Juniper, Blue Bell, May	OTHER PROFESSIONAL FEES	55-431-429	30,767.00
Total			30,767.00

Notes:

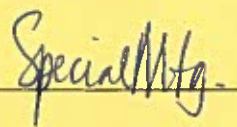
Does the item (s) meet the requirements to be tracked in the city asset management system? Yes No

If yes, has the item (s) been entered into the city asset management system? Yes No


Wendy Crosby, Finance Manager/Treasurer

Susan E. Robertson, City Administrator

AUG 03 2018
Date Approved by Council



Galena Engineering, Inc.
 317 North River Street
 Hailey, ID 83333
 Phone 208-788-1705

55.431-429

Invoice submitted to:
 Betsy Roberts, PE
 Jacobs
 322 East Front Street
 ID 83703
 Boise

Survey
 Year 2 Pre Design Work
 for Juniper, Blue Bell, Mayleaf, Lupine
 Thistle

August 01, 2018
 In Reference To: #500.76 /SF/ Group One Roadways-Juniper Complex Surveying

Additional Charges :

		Qty/Price	Amount
7/20/2018	Surveying Survey Juniper Road.	1 14,493.00	14,493.00
	Surveying Survey Blue Bell Road.	1 5,986.00	5,986.00
	Surveying Survey Mayleaf.	1 3,096.00	3,096.00
	Surveying Survey Lupine Road.	1 5,067.00	5,067.00
	Surveying Survey Thistle Lane.	1 2,125.00	2,125.00
	Total costs		\$30,767.00
	Balance due		\$30,767.00

Bid = 18 263 Δ = flood work

PLEASE NOTE JOB NUMBER ON YOUR CHECK. 1.5% INTEREST ADDED TO ALL ACCOUNTS NOT PAID BY MONTH END.

Reviewed by *[Signature]* Betsy

Galena Engineering, Inc.
317 North River Street
Hailey, ID 83333
Phone 208-788-1705

Invoice submitted to:
City of Sun Valley
P O Box 416
Sun Valley, ID 83353

August 01, 2018

In Reference To:#500.76 /SF/ Roads and Paths Bond Program/ Group One
Roadways-Juniper Complex Surveying

Additional Charges :

	<u>Qty/Price</u>	<u>Amount</u>
7/20/2018 Surveying Survey Juniper Road.	1 14,493.00	14,493.00
Surveying Survey Blue Bell Road.	1 5,986.00	5,986.00
Surveying Survey Mayleaf.	1 3,096.00	3,096.00
Surveying Survey Lupine Road.	1 5,067.00	5,067.00
Surveying Survey Thistle Lane.	1 2,125.00	2,125.00
Total costs		<u>\$30,767.00</u>
Balance due		<u><u>\$30,767.00</u></u>

PLEASE NOTE JOB NUMBER ON YOUR CHECK. 1.5% INTEREST ADDED TO ALL ACCOUNTS NOT PAID BY MONTH END.