Call to Order and Pledge to Flag

Invocation – Matt Ritchey - Grace Bible Church

Roll Call

Proposed Amendments to Agenda

(1) Consent Agenda (Action Items)

All matters listed within the Consent Agenda are considered to be routine by the Council and will be enacted by one motion. There will be no separate discussion on these items unless a Councilmember or citizen so requests in which case the item will be removed from the Consent Agenda and placed on the Regular Agenda.

1-1. Minutes
   a. Regular City Council Meeting – June 3, 2019
   b. Special CDBG Council Meeting - June 3, 2019
   c. Special Storage Unit Moratorium Council Meeting – June 3, 2019
   d. Special CDGB Council Meeting – June 10, 2019
   e. Airport Commission – May 13, 2019
   f. Bike and Pedestrian Advisory Committee – May 9, 2019
   g. Planning & Zoning Commission – May 28, 2019

1-2. The City Council dispenses with the Three (3) Reading Rule of Idaho Code § 50-902 for all ordinances

1-3. Final Plat Approvals
   a. None

1-4. Authorize Public Hearings
   a. Annexation and Zoning to RS-6 (Single Family Residential – 6000 sq ft minimum lot size) at TBD High Ave. (A .84 acre or 36,438 sq. ft portion of the SE ¼ of Section 20 T3N R2W BM), for Mark and Alina Kondratyuk for construction of single-family homes. (ANN-00120-2019)
   b. Annexation and Zoning to RML (Limited Multiple Family Residential) at 1111 E Iowa Ave. (A .34 acre or 14,938 sq. ft portion of the SE ¼ of Section 34 R2W BM), for Anthony Sparks for construction of a Fourplex. (ANN-00121-2019). **Planning and Zoning Commission recommended Annexation and RD (Residential Two Family - Duplex) zoning district**
1-5. Authorize Public Comment Period
   a. Authorize Staff to open up a CDBG 30-day comment period on June 21st for our Draft 2019 Program Year Action plan and to make the Draft Action plan available on the City of Nampa’s website

1-6. Authorize to Proceed with Bidding Process
   a. Authorize Engineering Division to proceed with the formal bidding process for the FY19 Holly Street Pedestrian Improvements project.

1-7. Authorization for Execution of Contracts and Agreements
   a. Authorize Mayor and Public Works Director to sign the Task Order for Professional Services between the City of Nampa and TO Engineers, Inc. for the Stoddard Path Extension Phase 1 (Key Number 22050) and Stoddard Path Extension Phase 2 (Key Number 22070) in the amount of $99,400.00 Time and Materials Not to Exceed.

   a. May 2019

2-9. Resolutions
   a. None

3-10. Licenses for 2019
   a. New Off Premise Beer & Wine License for Bud’s located at 16345 N Merchant Way

4-11. Approval of Agenda

(2) Proclamations
   2-1. Elder Abuse Awareness
   2-2. Jim Brooks Appreciation Day

Nampa Residents Wishing to Speak on an Agenda (5 persons limit) or Non-Agenda Item (5 persons limit) (3 Minute Limit)

Mayor & Council Comments

(3) Agency & Commission Reports
   3-1. None

Page 2 of 6

*Or as Soon After 7:00 PM as Each Matter may be Heard
(4) Staff Communications

4-1. Staff Report – Tom Points

(5) New Business

5-1. **Action Item:** Authorize the Mayor and Parks and Recreation Director to sign a design services task order with Jensen Belts for Orah Brandt Park Phase 2 in the amount of (time and materials not to exceed) $85,345 (Approved in FY19 Budget)

5-2. **Action Item:** Authorize the Mayor and Parks and Recreation Director to sign a contract with the Idaho Department of Corrections to provide a workforce group to help maintain landscape areas under the responsibility of the Nampa Parks and Recreation Department.

5-3. **Action Item:** Award bid and authorize Mayor to sign contract for the FY18 Water Improvement Project - 11th Ave N at 2nd St N & 4th St N with Cascade Pipelines in the amount of $209,293.00

5-4. **Action Item:** Library Square – Task Order & MOU

- REQUEST 1: Authorize Mayor to sign MOU with NDC for the Library Square Traffic Modifications design work
- REQUEST 2: Authorize Mayor to sign task order for professional services with Keller Associates for the Library Square Traffic Modifications in the amount of $36,600 (T&M N.T.E.)

5-5. **Action Item:** Approve Letter of Objection to the City of Caldwell regarding annexation of the property situated in the Nampa Area of City Impact at 9792 Ustick Road

5-6. **Action Item:** Discussion/Decision on Increase in Mayor & Council’s Compensation

5-7. **Action Item:** 1st Reading of Ordinance for FY19 Budget Amendment

(6) Public Hearings

6-1. **Action Item:** FY19 Budget Amendment

6-2. **Action Item:** Zoning Map Amendment from RA (Suburban Residential) to RS-6 (Single Family Residential – 6000 sq ft minimum lot size) for .7 acres or 30,368 sq ft at 714 Smith Ave, for Smith Avenue Hideaway (2 single family detached lots and one duplex lot on .7 acres for 5.71 dwelling units per gross acre. (A parcel of land being a portion of Lot 24 of Westview Subdivision, according to the plat filed in Book 4 at Page 31 recorded in the office of the Canyon County Recorder’s in the NW ¼ of Section 21 T3N R2W BM) for Susan Schindler (ZMA-00105-2019). ACTION ITEM.

6-3. **Action Item:** Zoning Map Amendment from BC (Community Business) to IL (Light Industrial) and Conditional Use Permit for a Towing Business at 3315 Caldwell Blvd. (A .9 acre or 39,204 sq ft parcel being Tax 4-A in Block 1, Portner Subdivision in the NW ¼ Section 7 T3N R2W BM), for Byron Healy. (ZMA-00106-2019, CUP-00138-2019)
6-4. **Action Item:** Vacation of portions of the ten (10) ft wide Water Easement traversing 1255 North Happy Valley Road (Tax 17376 in Lots 1 and 2, Block 1, Winco Place Subdivision), to be relocated in order to allow for a suitable building pad location. The property is located on the west side of N Happy Valley Rd, south of E Flamingo Ave and East of Garrity Blvd, within a BC (Community Business) zoning district, for KM Engineering, representing Idaho Central Credit Union. (VAC-00036-2019)

(7) **Unfinished Business**

7-1. **Action Item:** MOU For Nampa Shares and Cares

7-2. **Action Item:** Resolution for Purchase of First Interstate Bank Building

(8) **Pending Ordinances (Postponed Due to Lack of Supporting Documentation)**

8-1. 1st reading of ordinance for Annexation and Zoning to Light Industrial at 58 and 0 N. Kings Rd. for construction of Storage Units (A combined 3.87 acre or 168,577 sq. ft. portion of the South Half of the NW ¼ of the SW ¼ of Section 24, T3N, R2W, BM) for Cody Lane-Trek Investment Group (PH was 9-17-2018)

8-2. 1st reading of ordinance for modification of an Annexation and Zoning Development Agreement (Ord. 3554 – Instr. # 200629961) between BB One LLC and the City of Nampa by amending Exhibit B - Commitments and Conditions, and introducing an Exhibit C - Preliminary Plat for Laguna Farm Apartments pertaining to Parcel #R3041700000 (1652 Idaho Center Blvd.) a 24.53-acre property in a GB2 (Gateway Business 2) zoning district in Government Lot 1 and the NE ¼ of the NW ¼ of Section 7, T3N, R1W, BM - for Kent Brown representing FIG Laguna Farms LLC (DAMO 027-18) (PH was 2-4-2019)

8-3. 1st reading of ordinance for Annexation and Zoning to BC at 0 Star Rd (Parcel R3036301200) on the south side of Ustick Road, east of Star Road, for access to City utilities for a mixed-use development. (A 4.72 acre parcel situated in the NW ¼ Section 5 T3N R1W BM, Tax 99106 in Lot 4) for Matt Garner representing JABR, LLC (Justin Reynolds and Alan Bean). (ANN-00112-2019) (PH was 4-15-2019)

8-4. 1st reading of ordinance for Annexation and Zoning to RS–6 (Single-Family Residential Districts/Zones) at 904 W Greenhurst Rd. (A 1.92 acre or 80,376 sq. ft. portion of the SW ¼ of Section 33 T3N R2W BM), for Blake Wolf for connection to City utilities and construction of single-family housing. (ANN-00114-2019) (PH was 5-20-2019)

8-5. 1st reading of ordinance for Annexation and Zoning to RD (Two-Family (Duplex) Residential District/Zone at 3500 E Greenhurst Rd. (A 1.33 acre or 57,913 sq ft portion of the SW ¼ of Section 36 T3N R2W BM, in the SE ¼ of Section 26 T3N R2W BM) for Roberta Konzek (ANN-00117-2019) (PH was 5-20-2019)
8-6. 1st reading of ordinance for Brownstone Estates Subdivision at 12203 W Karcher Rd. (14 Fourplex lots for a total of 56 multiple family dwelling units on 6.63 acres for 8.8 units per gross acre, and 94 single family detached dwellings on 24.36 acres for 3.85 units per gross acre – An approximate 30.8 acre parcel of land located in the NE ¼ Section 13 T3N R2W BM, Nampa), for Kent Brown, representing Providence Properties, LLC. (DAMO-00028-2019).

   a. Zoning Map Amendment from RS-8.5 (Single-Family Residential Districts/ Zones) to RS-7 (Single-Family Residential Districts/Zones) for approximately 25 acres, and Zoning Map Amendment from RS-8.5(Single-Family Residential Districts/Zones) to RP (Residential Professional District/Zone) for approximately 2 acres at 12203 W Karcher Rd (for land located in the NE ¼ Section 13 T3N R2W BM), for Kent Brown representing Providence Properties, LLC (ZMA-00104-2019) **AND**

   b. Modification of Annexation and Zoning Development Agreements between Quantum Investments Realty, LLC and the City of Nampa, Recorded 02/08/2008 as Inst. No. 2008006946 and Inst. No.2008006947, for property located at 12203 W Karcher Rd, modifying Exhibit A – Legal descriptions, Exhibit B – Conceptual Plans, and Exhibit C – Conditions of Approval, to match a new site design and layout; (PH was 5-20-2019)

8-7. 1st reading of Ordinance for Vacation of a 10 ft x 70 ft long portion of the Lone Star Rd Right-Of-Way, located on the west side of the property addressed as 561 Lone Star Rd (Canyon County Parcel R15216010A1), a .741 acre parcel located within an RS-6 (Single Family Residential – 6000 sq ft minimum lot size) on the south side of Lone Star Rd. The applicant states they are requesting the Vacation of Right-Of-Way in order to align the property lines after dedicating 15 ft of Lone Star Rd Right-Of-Way to the City of Nampa on the east side of the subject property, for Mitchell Page. (VAC-00035-2019) (PH was 6-3-2019)

** Executive Sessions

   9-1. None

Adjourn

Next Meeting

Regular Council at 6:00 PM – Monday, July 1, 2019 - City Council Chambers

Page 5 of 6

*Or as Soon After 7:00 PM as Each Matter may be Heard
♦ Individuals, who require language interpretation or special assistance to accommodate physical, vision, hearing impairments, please contact the City Clerk’s Office at Nampa City Hall, (208) 468-5426. Requests should be made at least five (5) days prior to the meeting to allow time to arrange accommodations

♦ Any invocation that may be offered before the official start of the Council meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council and do not necessarily represent the religious beliefs or views of the Council in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to participate actively in the business of the Council. Copies of the policy governing invocations and setting forth the procedure to have a volunteer deliver an invocation are available upon written request submitted to the City Clerk
Mayor Kling called the meeting to order at 6:00 p.m.

Clerk made note that Councilmembers Bruner, Hogaboam, Levi, Haverfield were present. Councilmembers Rodriguez, Skaug were absent.

Mayor Kling amended the agenda by removing item #1-5. - Authorize Staff to open a CDBG 30-day comment period on June 14th for our Draft 2019 Program Year Action plan and item #5-10. - Authorize Mayor and/or Public Works Director to Execute any Necessary Documents Pertaining to the Idaho Transportation Department Right-of-Way Acquisition of City of Nampa Cemetery Property.

❖ (1) Consent Agenda (Action Items) ❖

MOVED by Haverfield and SECONDED by Hogaboam to approve the Consent Agenda with the above-mentioned amendments; Item #1-1. - Minutes - Regular Council Minutes of May 20, 2019; Bicycle and Pedestrian Advisory Committee Minutes; Board of Appraisers Minutes; Airport Commission Minutes; Planning & Zoning Commission Minutes of May 14, 2019; Library Commission Minutes; bills paid; Item #1-2. - The Nampa City Council dispenses with the three (3) reading rule of Idaho Code § 50-902 for all ordinances; Item #1-3. - Final and Preliminary plat approvals: 1) None; Item #1-4. - Authorize Public Hearings: 1) Monday, July 1, 2019, Public Hearing to Present Recommended Fiscal Year 2020 Increases to Water Rates and Fees; 2) Monday, July 1, 2019, Public Hearing to Present Recommended Fiscal Year 2020 Increases to Water Hookup Fees; 3) Annexation and Zoning to RS-7 (Single Family Residential – 7000 sq. ft minimum lot size) zoning district, for Gemstone Subdivision at 3615 Southside Blvd (16 single family detached lots on 5 acres for 3.2 dwelling units per gross acre – a 5-acre or 217,800 sq. ft portion of the SE ¼ Section 20 T2N R2W BM), for Mason and Associates representing Lanco, Inc; (ANN-00119-2019); Item #1-5. - Authorize Public Comment Period: 1) Authorize Staff to open a CDBG 30-day comment period on June 14th for our Draft 2019 Program Year Action plan; Item #1-6. - Authorize to Proceed with Bidding Process: 1) Council authorize the Engineering Division to proceed with the formal bid process for the Indian Creek Pathway Extension (Taffy to Peppermint), Key No. 20141; Item #1-7. - Authorization for execution of Contracts and Agreements; 1) Authorization for the Mayor to sign the Release of Lot Sale and Lot Improvement Delay Agreement (Exhibit A) for Lots 1 through 11, Block 8; Lots 1 through 5 and 19 through 21, Block 7; and Lots 30 through 48, Block 1 of Canyon Creek Subdivision No. 2; 2) Authorize Mayor and Public Works Director to sign Task Order Amendment with Paragon Consulting, Inc. to provide construction engineering and inspection services for the Greenhurst Rebuild – Midland to Juniper project in the amount of $28,980.00 (T&M N.T.E.); 4) Authorize Mayor and Public Works Director to sign Task Order Amendment and Contract for Professional Services between the City of Nampa and Parametrix, Inc. for the Zone F Annual Pipeline Replacement project in the amount $ 93,519.00, Time and Materials Not to Exceed; Item #1-8. - Monthly Cash Report: 1) None; Item #1-9. - Resolutions: 1) None; Item #1-10. - License for 2019: a) Renewal Liquor: 1) The Steel Horse Saloon, 102 11th Avenue North, on-premise beer, wine and liquor; b) New Liquor: 1) None; Miscellaneous Items: 1) None. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. Mayor Kling declared the MOTION CARRIED
Mayor Kling asked if there was any Nampa Residents wishing to speak on any agenda item were (5 persons limit):

- None

Mayor Kling asked if there was any Nampa Residents wishing to speak on any item that was not on the agenda (5 persons limit):

- CEO Lynn Gunter of Boy Scouts of America – Be Prepared means preparing young people for life. Its achievement. It’s academic skills, self-confidence, ethics, citizenship, and leadership. Its experience that broaden horizons and show young people what’s possible. It’s time tested program that foster the spirit of discovery for future innovators by investing in new relevant programs.
- Rosemary Nelson, 11911 West Busted Drive – Storage Units

Mayor Kling’s and Council Comments

- Introduction of Butch Schierman, Director of IT - Mayor

(3) Agency/External Communications

- None

(4) Staff Communications

Item #4-1. – Nampa Engineer Daniel Badger presented a staff report to update the council on current projects as follows:

**I-84 Middleton Overpass Design Update/I-84 Widening Project (Nampa to Caldwell)** – Phase II of the Idaho Transportation Department (ITD) I-84 Widening Project, from the Karcher Interchange in Nampa to the Franklin Road Interchange in Caldwell, is underway. The improvements are part of a major roadway project addressing needs on I-84 from Nampa to Caldwell. The work is expected to improve safety, address congestion and benefit the regional economy for many years.

As part of the Phase II improvements, ITD is working with city staff to complete the design for the Middleton overpass. The existing structure will be demolished and replaced with a new overpass with bike lanes, sidewalk and travel lanes.
Current and future design options are proposed. The current proposed construction plan includes bike lanes, sidewalk facilities, and a two-lane option that is projected to meet capacity needs until 2045. The proposed section is shown below (changes recommended by Nampa City staff in red):

The long-term option is the full build of Middleton Road according to city standards as shown below:

ITD will pay for the cost of the current two-lane proposal, but not the full build out. Expanding the two-lane to the full build out option would be an additional $4 to $6 million dollars at the City of Nampa’s expense.
Regular Council  
June 3, 2019

Widening of Middleton in this area is not in the City of Nampa’s Transportation Master Plan Capital Improvement Project (CIP) list.

**I-84 Business Loop (Homedale Road to Karcher Road)** - ITD has been in communications with Caldwell and Nampa to turn over portions of the I-84 Business Loop (I-84B) to the respective local jurisdictions.

A draft agreement is in place between ITD and Caldwell to take over all the Nampa Caldwell Boulevard within their city limits (see Exhibit A). ITD will pay Caldwell $2.4M to offset for personnel and maintenance start-up costs. This portion would start at SH-19, include the full couplet through Caldwell, and end at Homedale Road (the city limit). The agreement has been approved by Caldwell City Council and will be presented to the ITD Board in June 2019.

The Caldwell agreement leaves a dead-end section of I-84B from Karcher Road to Homedale Road in Nampa. ITD initiated conversation with Nampa to turn this portion of I-84B over to the City of Nampa.

Engineering staff is in preliminary negotiations with ITD. Initial conversations include the following:

- In exchange for Nampa taking over .73 miles of I-84B from Homedale Road to Karcher Road, ITD will take back jurisdiction of one (1) mile of Northside Boulevard from I-84 to 2nd Street South. This section of Northside includes three bridge structures over Union Pacific Railroad, Indian Creek and Phyllis Canal
- If Northside is turned over to ITD it would help to further Nampa City’s goal to realign SH-45 (12th Avenue South) around downtown; potentially using 7th Street South and connecting to Northside. ITD’s partnership in funding the SH-45 realignment environmental study is a desire of the City of Nampa
- The City of Nampa submitted a Local Highway Safety Grant application in fiscal year 2018 to install a signal at Northside and 4th Street North. In addition, the grant included rebuilding the adjacent Broadmore Bridge over Indian Creek. ITD completing this signal project is of interest to the city
- Caldwell Boulevard includes approximately 250,000 more square feet of asphalt than the section of Northside. Maintenance of the increase asphalt is of concern to the City of Nampa

Public Works staff intends to continue negotiating a draft agreement with ITD. Initial feedback from Council is requested.

**Engineering Division Fiscal Year 2019 Capital Project Plan** - In fiscal year 2018, Engineering Division staff presented a workforce plan for the engineering/capital projects that identifies organizational strategies that will save the City of Nampa professional services costs over the next
five years. A combination of in-house and outsourced services is proposed to deliver the following goals:

- Improve level of service and lower consulting costs by adding in-house construction inspection, civil engineering design, planning and public involvement capacity. Hire additional staff to complete approximately 20-30% of civil engineering design/public involvement and 60% of construction engineering inspection services in-house within five years.
- Deliver 100% of capital projects in the designated funding year.

The Fiscal Year 2019 Project Delivery Dashboard (see Exhibit B), dated June 3, 2019, provides an update on the workforce plan efforts and a list of capital improvement projects scheduled for this fiscal year.

Key elements of the fiscal year 2019 capital projects plan are summarized as follows:

- **Hire additional staff to reduce outsourced consulting costs:** Engineering will hire one engineer in training (EIT), one contract administrator, and one part-time public involvement professional. According to the five-year workforce plan, a total of nine in-house staff will be added. Generally, an in-house employee can save the City of Nampa up to 40% of what a consultant would cost.

- **Current Staffing Summary:** Due to recent promotions within Engineering, the division is understaffed. Caleb LaClair, Assistant City Engineer, has recently been hired fulltime to oversee development, and Tiffany McCree, Public Involvement Coordinator, has been hired part-time to assist with public outreach and involvement. Staff have attempted to hire two additional staff engineers; unfortunately, due to difficulty finding qualified engineering candidates no hires have been made.

- **Utilize Increased In-house Staff to Design, Inspect and Conduct Public Involvement Services for Some Projects:** By fiscal year 2023, Engineering Division’s goal is to provide approximately 20-30% of civil engineering design/public involvement and 60% of construction engineering inspection services in-house. For the first year of the plan, the goal is for in-house staff to complete approximately 11% of the civil engineering design/public involvement and 43% of inspection services. The percentage of work in-house will increase annually as the number of employees grow and experience/efficiency increases.

- **List of Fiscal Year 2019 Streets, Wastewater, Water (Domestic) and Water (Pressure Irrigation) Projects and Schedule:** Engineering will strive to deliver 100% of the 61 total design and construction projects within the fiscal year 2019 funding year. Total capital funding is $19,744,111. To meet the goal of 100% delivery of capital projects in the designated funding year, Engineering staff has begun to obtain scopes of work for projects that cannot be completed with internal staffing due to difficulty finding qualified applicants.
Regular Council  
June 3, 2019

By utilizing in-house resources for design and inspection, as well as staffing savings this fiscal year due to not being able to hire qualified applicants, staff have provided an estimated $442,810 in project savings, exceeding the fiscal year goal of $400,000.

♦ (5) New Business ♦

Item #5-1. - Mayor Kling presented the request to award the bid and authorize the Mayor to sign the contract with Consurco, Inc. for the Phase 2 Concrete Repair and Waterproofing Project for Hugh Nichols Public Safety Building for an amount not to exceed $175,487.00.

Building and Safety Director Patrick Sullivan presented a staff report explaining that the Facilities Development has identified the need to repair damaged and spalling concrete at the parking garage in the Hugh Nichols Public Safety Building, and new waterproofing to seal and protect. The project is to be funded by Facilities Development. The expenditure was approved as part of the 2019 budget for an amount of $240,000.00. The $240,000 is coming from two accounts: $125,000 was included in the Facilities Development Capital Projects Account and $115,000 was rolled over from the FY18 Budget and included in the Facilities Development Buildings Account for this Project.

Documents have been reviewed and approved by Legal.

The cost of the project will be $175,487. The remaining budget amount will be used for design services and construction contingency.

The Proposer provides all management, supervision, labor, materials, supplies, and equipment, and will plan, schedule, coordinate and assure effective performance of all services described herein. Summarily they will repair damaged and spalling concrete at the parking garage in the Hugh Nichols Public Safety Building and provide new waterproofing to seal and protect.

Facilities Development procured bids for the project using a Formal Bid Process. A pre-bid walk through was conducted at the project site on April 23, 2019 at 10:00 a.m. A Public Bid Opening was held on May 9, 2019 at 2:00 p.m.

A total of four (4) bids were received on May 9, 2019.

RepairCrete, LLC, appeared to be the low bidder, however during the regular review process it was discovered that they did not hold the required Idaho State Public Works License. The bid was rejected since it was not fully responsive to the requirements of the Notice to Bid. The apparent low bid was received from Consurco, Inc.
Contractor will be required to provide necessary bonds, insurance and other documents before the agreement can be executed and the Notice to Proceed issued.

MOVED by Bruner and SECONDED by Hogaboam to **award** the **bid** and **authorize** the **Mayor** to **sign contract** with **Consurco, Inc.** for the HNPSB Phase 2 Concrete Repair and Waterproofing Project not to exceed the contract amount of **$175,487**. The Mayor asked for a roll call vote with all Councilmembers present voting **YES**. The Mayor declared the **MOTION CARRIED**

**Item #5-2.** – The following Resolution was presented:

Finance Director Doug Racine presented the following staff report:

The proposed budget amendment is funded primarily using unassigned fund balances in the General Fund and by restricted fund balances in other funds that are available to be applied to this budget amendment. These balances have accumulated as of the close of fiscal 2018.

The total unassigned fund balance in the General Fund amounted to $13,211,894 at the close of fiscal 2018. This amendment calls for $3,231,337 to be used for funding, leaving $9,980,557 remaining in General Fund’s unassigned fund balance.

The total **General Fund** request is comprised of $3,261,337 from existing fund balances and $963,546 from lease proceeds related to the acquisition of two fire trucks in fiscal 2019, and is detailed below:

<table>
<thead>
<tr>
<th>Department/ Division</th>
<th>Budget Request</th>
<th>Proposed Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facilities Development</td>
<td>Fund Balance - Purchase of First Interstate Bank Building</td>
<td>$2,533,822</td>
</tr>
<tr>
<td>Facilities Development</td>
<td>Fund Balance - Utility Costs for the remainder of Fiscal Year 2018-2019</td>
<td>49,524</td>
</tr>
<tr>
<td>Facilities Development</td>
<td>Fund Balance - Capital Improvements to First Interstate Bank Building HVAC/Roo</td>
<td>477,746</td>
</tr>
<tr>
<td>Facilities Development</td>
<td>HNPSB facility repairs due to flooding</td>
<td>125,375</td>
</tr>
<tr>
<td>City Council</td>
<td>Rollover - Appropriates Funds for Travel and Training</td>
<td>5,870</td>
</tr>
<tr>
<td>Planning and Zoning</td>
<td>Rollover - Funds Legal Fees</td>
<td>30,000</td>
</tr>
<tr>
<td>Finance</td>
<td>Fund Balance - Appropriates additional funds for the annual audit</td>
<td>39,000</td>
</tr>
<tr>
<td>Nampa Fire Dept.</td>
<td>Funded from existing General Fund Balances</td>
<td>3,261,337</td>
</tr>
</tbody>
</table>

The proposed Street Fund budget requests, inclusive of Stormwater, amount to $1,136,178. These requests are funded in total using the available restricted unassigned fund balance in the Street
Fund. Equipment purchases comprise $80,000 of the total. Various intersection improvements account for $82,832 and $574,114 is earmarked for infrastructure replacement. In the non-capital expenditure category $120,299 will be spent on a Transportation Masterplan for future projects and $58,843 will be expended on paving management. In the Stormwater Management Program, $140,090 will be spent on the installation of new catch basins, manholes, ponds, and stormwater mainline improvements.

The Street Fund finished FY 2018 with a restricted, but unassigned fund balance of $8,235,995. The FY 2019 Budget used $904,564 of the ending unassigned balance to help fund the Budget. This proposal will draw upon an additional $1.1M, leaving an available balance of $6,195,253.

<table>
<thead>
<tr>
<th>Department/ Division</th>
<th>Budget Request</th>
<th>Proposed Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>STREET FUND</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fund Balance - Purchase of a snowplow and sander</td>
<td>$30,000</td>
<td></td>
</tr>
<tr>
<td>Fund Balance - Purchase of water tank for the water truck chassis</td>
<td>50,000</td>
<td></td>
</tr>
<tr>
<td>Fund Balance - Intersection Improvement – Round About at Ustick</td>
<td>47,505</td>
<td></td>
</tr>
<tr>
<td>Fund Balance - Intersection Improvement – Traffic Signal at 39th and Comstock</td>
<td>27,801</td>
<td></td>
</tr>
<tr>
<td>Fund Balance - Intersection Improvement – SH45 ped crossing on 12th</td>
<td>7,526</td>
<td></td>
</tr>
<tr>
<td>Fund Balance - Building Improvement – Restroom renovation</td>
<td>80,000</td>
<td></td>
</tr>
<tr>
<td>Fund Balance - Infrastructure – 2nd &amp; 3rd Street rebuild including pavement, new sidewalk, new gutter, new irrigation and water lines</td>
<td>574,114</td>
<td></td>
</tr>
<tr>
<td>Fund Balance - Infrastructure - annual project to install new catch basins, ponds, stormwater mainline, etc.</td>
<td>140,090</td>
<td></td>
</tr>
<tr>
<td>Fund Balance - Study – Transportation needs Masterplan</td>
<td>120,299</td>
<td></td>
</tr>
<tr>
<td>Fund Balance - Paving – Greenhurst Road</td>
<td>58,843</td>
<td></td>
</tr>
<tr>
<td><strong>Street Fund/Stormwater Total</strong></td>
<td><strong>$1,136,178</strong></td>
<td></td>
</tr>
</tbody>
</table>

The City of Nampa has eleven Special Revenue Funds which are used to account for the proceeds of specific revenue sources that are restricted or committed to expenditures for a specified purpose. The budget amendment proposes to use fund balances to increase the level of expenditure in three of the funds including the Recreation Center Fund, 911 Fee Fund, and the Grants and Contracts Fund.

The Recreation Center Fund accounts for the operations of the Nampa “Rec. Center”; it is supported by charging primarily by membership fees and facility rentals. At the close of Fiscal Year 2018, the Center’s available fund balance amounted to $3,504,295. The FY 2019 Budget earmarked $23,600 to be used. The budget amendment proposes to expend an additional $688,000 of the fund balance for capital purposes. The remaining fund balance will amount to $2,783,529.
Financing for the 911 Fee Fund comes from a surcharge levied on telecommunications service providers that collect the 911 fees from their customers on behalf of the City of Nampa. The funds are used to pay for the cost operating, maintaining, and upgrading the city’s emergency 911 network. The available balance in the Fund at the close of Fiscal Year 2018 was $571,613, of which, $110,594 was committed to the FY 2019 Budget to continue system operations. The Nampa Police Department proposes to use an additional $253,000 to upgrade or replace existing software and hardware necessary to maintain uninterrupted Network services. Approval of the request would leave $208,019 remaining in the Fund for future use.

The operation of Nampa City’s Parks and Recreation Program is comprised of several funds and a diverse revenue stream including fees for service, support from property tax revenues, grants, donations, and other miscellaneous revenues. The spending increase proposed in the budget amendment is made possible using the remaining balance in the Grants/Donations Fund accrued to Parks and Recreation and from the transfer of $100,000 from the available fund balance of the Capital Projects Fund. The $139,000 will be used for installing irrigation and seeding the Orah Brandt Park and for improvements at the Amity Dog Park.

<table>
<thead>
<tr>
<th>Department/ Division</th>
<th>Budget Request</th>
<th>Proposed Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SPECIAL REVENUE FUNDS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RECREATION CENTER</td>
<td>Buildings – Boiler replacement</td>
<td>$63,000</td>
</tr>
<tr>
<td></td>
<td>Buildings – Restroom renovation</td>
<td>36,000</td>
</tr>
<tr>
<td></td>
<td>Buildings – Entrance Construction</td>
<td>113,000</td>
</tr>
<tr>
<td><strong>RECREATION CENTER FUND</strong></td>
<td>Equipment – Provides funding for weight room, cardio equipment, etc.</td>
<td>476,000</td>
</tr>
<tr>
<td><strong>Recreation Center Fund Total</strong></td>
<td></td>
<td>$688,000</td>
</tr>
<tr>
<td><strong>911 FEE FUND</strong></td>
<td>Capital Acquisition or Upgrade to 911 Emergency Communications System</td>
<td>253,000</td>
</tr>
<tr>
<td><strong>GRANTS AND CONTRACTS</strong></td>
<td>Capital Improvements – This request funds various land improvements including irrigation and seeding the Orah Brandt Park</td>
<td>139,000</td>
</tr>
<tr>
<td><strong>Special Revenue Fund Total</strong></td>
<td></td>
<td>$1,080,000</td>
</tr>
</tbody>
</table>

Capital Projects consists of two Funds; The Developmental Impact Fee Fund (DIF) and Capital Projects Fund (CPF). The Developmental Impact Fee Fund is authorized by State Statute in Chapter 87, Title 82. The purpose is to provide resources for necessary capital investments for the expansion of recreational, transportation, public works, and public safety services due to residential and commercial development within the City of Nampa’s Impact Area. The funds must be used for capital investment only as State Law prohibits the use of these funds for planning or operations and maintenance activities. The Capital Projects Fund accounts for financial resources restricted, committed, or assigned for capital projects in the Nampa City’s Governmental Funds. These resources may be used for the acquisition or construction of capital assets.
The restricted balance in the DIF amounted to $4,194,351 at the close of Fiscal Year 2018. $1,527,440 was made available at the commencement of Fiscal 2019 to fund planned projects. This budget amendment proposes to expend an additional $672,000 to be funded using $72,000 of the remaining balance in the fund, and, an increased forecast in the collection of fees during the remainder of Fiscal 2019. Sans consideration of any increase in fee revenue, the remaining balance in the DIF available for future use is $2,594,911.

The Capital Projects Funds closed the prior fiscal year with a balance of $1,739,653. At the start of Fiscal Year 2019, $599,230 was earmarked to continue funding capital investments. $100,000 is requested in the budget amendment to be transferred to the Grants and Contracts Fund to continue the capital improvement initiatives at the Orah Brandt Park as well as accumulate the record of expenditure in one fund.

<table>
<thead>
<tr>
<th>Department/Division</th>
<th>Budget Request</th>
<th>Proposed Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAPITAL PROJECTS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FUNDS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Developmental Impact Fee Fund</td>
<td>Fund Balance - Intersection Improvement - Midland &amp; Lake Lowell, the request funds design and right of Way purchases in advance of FY2020 construction</td>
<td>$100,000</td>
</tr>
<tr>
<td></td>
<td>Fund Balance - Intersection Improvement – Middleton &amp;Smith installation of traffic signals</td>
<td>$72,000</td>
</tr>
<tr>
<td></td>
<td>Fund Balance - Grant Funding Match – SHWY 16 IDOT improvements</td>
<td>$250,000</td>
</tr>
<tr>
<td></td>
<td>Fund Balance - MOU – Project Bronco</td>
<td>$250,000</td>
</tr>
<tr>
<td></td>
<td><strong>Developmental Impact Fee Fund Total</strong></td>
<td><strong>$672,000</strong></td>
</tr>
<tr>
<td>Capital Projects Fund</td>
<td>Rollover - Transfers Funds – Makes Funds available via transfer to the Grants &amp; Contracts Fund to continue improvements at Orah Brandt Park</td>
<td>$100,000</td>
</tr>
<tr>
<td></td>
<td><strong>Capital Projects Funds’ Total</strong></td>
<td><strong>$772,000</strong></td>
</tr>
</tbody>
</table>

Currently, the City of Nampa operates four Enterprise Funds. Three of the Funds are public utilities for Water inclusive of Irrigation, Sewer, and Sanitation. The fourth Fund accounts for the collection and expenditure of fees related to residential and commercial property development such as building permits, inspections, and plan reviews.

The Water Fund derives its revenues from furnishing potable water to its customers, water meter connection fee, and waterline installation fees. Money is expended for operations and maintenance of the system, capital improvements, and expansion/replacement of the System’s infrastructure. The Water Fund closed Fiscal Year 2018 with an available fund balance of $11,119,297. $1,168,663 was committed toward the Fiscal Year 2019 Budget. The amendment proposes to use an additional $773,685 for improvements to the system’s infrastructure and for the purchase of needed equipment. If the proposals are approved, approximately $9.2 million will remain in available fund balance.
Sewer Fund revenues accrue from handling wastewater for 24,000 residential customers, 3,200 commercial customers and 10 industrial customers. These service fee collections along with collections along hookup fees pay for the cost of operations, maintenance and required capital investment. The Fund closed the prior fiscal year with an available fund balance of $18,089,387. The Fiscal 2019 Budget estimated included $13,977,690 of ending fund balance to be applied toward current year operations. An additional $2,866,661 is proposed to be used from fund balance to pay for additional capital investment in the Sewer Fund. This will leave approximately $1.3 million available in the fund balance.

<table>
<thead>
<tr>
<th>Department/ Division</th>
<th>Budget Request</th>
<th>Proposed Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENTERPRISE FUNDS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Fund</td>
<td>Infrastructure – Well 5 Replacement</td>
<td>$133,506</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Well 16 waste line</td>
<td>143,519</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Irrigation main line construction</td>
<td>13,539</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Irrigation pump at Locust Lane</td>
<td>257,508</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Aerial Irrigation line replacement</td>
<td>45,613</td>
</tr>
<tr>
<td></td>
<td>Equipment – Dump truck</td>
<td>180,000</td>
</tr>
<tr>
<td></td>
<td><strong>Water Fund Total</strong></td>
<td><strong>$773,685</strong></td>
</tr>
<tr>
<td>Sewer Fund</td>
<td>Wastewater Information Management System (WIMS)</td>
<td>$2,040</td>
</tr>
<tr>
<td></td>
<td>Buildings – Completion of Solids Handling Building &amp;</td>
<td>551,774</td>
</tr>
<tr>
<td></td>
<td>Equipment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Anerobic Methane Digester</td>
<td>774,785</td>
</tr>
<tr>
<td></td>
<td>Improvements – Lift Station Upgrades</td>
<td>529,846</td>
</tr>
<tr>
<td></td>
<td>Equipment – Pumps</td>
<td>5,661</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Underground pipe replacement</td>
<td>828,292</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – design of new trunk line</td>
<td>170,264</td>
</tr>
<tr>
<td></td>
<td>Equipment repair</td>
<td>4,000</td>
</tr>
<tr>
<td></td>
<td><strong>Sewer Fund Total</strong></td>
<td><strong>$2,866,661</strong></td>
</tr>
<tr>
<td></td>
<td><strong>ENTERPRISE FUNDS’ TOTAL</strong></td>
<td><strong>$3,640,346</strong></td>
</tr>
</tbody>
</table>

AN AMENDED ESTIMATE OF EXPENSES AND REVENUES OF THE CITY OF NAMPA, IDAHO FOR THE FISCAL PERIOD BEGINNING OCTOBER 1, 2018 TO AND INCLUSIVE OF SEPTEMBER 30, 2019, AND NOTICE OF PUBLIC HEARING ON THE PROPOSED BUDGET BY THE NAMPA CITY COUNCIL.

WHEREAS, Section 50-1002 Idaho Code, requires the Nampa City Council, prior to passing the annual appropriation ordinance, to estimate the probable amount of money necessary for all purposes during the fiscal year end and;
WHEREAS, a proposed amendment to the budget has been prepared that includes an estimate of expenses and revenues for the fiscal year October 1, 2018 through and including September 30, 2019;

THEREFORE, it is hereby ordered by the Nampa City Council that this classification and estimate be entered into the minutes of the Council of the City of Nampa and the Nampa City Clerk be directed to cause the same to be published in the Idaho Press Tribune, a newspaper published in said city and having a general circulation therein.

<table>
<thead>
<tr>
<th>ESTIMATED EXPENDITURES</th>
<th>ORIGINAL</th>
<th>PROPOSED</th>
<th>AMENDED</th>
<th>ENTERPRISE &amp; SPECIAL REVENUE FUNDS</th>
<th>ORIGINAL</th>
<th>PROPOSED</th>
<th>AMENDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND BUDGET</td>
<td>CHANGES</td>
<td>BUDGET</td>
<td></td>
<td>BUDGET</td>
<td>CHANGES</td>
<td>BUDGET</td>
<td></td>
</tr>
<tr>
<td>City Clerk</td>
<td>340,430</td>
<td>340,430</td>
<td>911 Fees</td>
<td>1,063,594</td>
<td>253,000</td>
<td>1,316,594</td>
<td></td>
</tr>
<tr>
<td>Code Enforcement</td>
<td>520,684</td>
<td>520,684</td>
<td>Airport</td>
<td>989,237</td>
<td>989,237</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Economic Development</td>
<td>408,512</td>
<td>408,512</td>
<td>Cemetery</td>
<td>418,514</td>
<td>418,514</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineering</td>
<td>2,717,055</td>
<td>2,717,055</td>
<td>Civic Center</td>
<td>1,075,460</td>
<td>1,075,460</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facilities Development</td>
<td>1,797,135</td>
<td>3,186,467</td>
<td>Development Services</td>
<td>3,741,264</td>
<td>30,000</td>
<td>3,771,264</td>
<td></td>
</tr>
<tr>
<td>Finance</td>
<td>1,025,871</td>
<td>1,004,871</td>
<td>Family Justice Center</td>
<td>298,832</td>
<td>-</td>
<td>298,832</td>
<td></td>
</tr>
<tr>
<td>Fire</td>
<td>14,214,742</td>
<td>963,546</td>
<td>Idaho Center</td>
<td>4,578,761</td>
<td>-</td>
<td>4,578,761</td>
<td></td>
</tr>
<tr>
<td>General Government</td>
<td>2,937,793</td>
<td>2,937,793</td>
<td>Library</td>
<td>2,343,989</td>
<td>2,343,989</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Human Resource</td>
<td>518,791</td>
<td>518,791</td>
<td>Nampa Recreation Center</td>
<td>3,543,469</td>
<td>688,000</td>
<td>4,231,469</td>
<td></td>
</tr>
<tr>
<td>Information Technology</td>
<td>1,559,760</td>
<td>1,559,760</td>
<td>Parks &amp; Recreation</td>
<td>4,288,246</td>
<td>4,288,246</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Legal</td>
<td>1,152,640</td>
<td>1,152,640</td>
<td>Golf</td>
<td>3,051,779</td>
<td>3,051,779</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mayor &amp; Council</td>
<td>583,989</td>
<td>5,870</td>
<td>589,859</td>
<td>10,293,050</td>
<td>10,293,050</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planning &amp; Zoning</td>
<td>660,010</td>
<td>30,000</td>
<td>690,010</td>
<td>Street</td>
<td>10,966,980</td>
<td>1,136,178</td>
<td>12,103,158</td>
</tr>
<tr>
<td>Police</td>
<td>25,549,779</td>
<td>-</td>
<td>25,549,779</td>
<td>Utility Billing</td>
<td>1,169,754</td>
<td>1,169,754</td>
<td></td>
</tr>
<tr>
<td>Public Works Admin</td>
<td>522,311</td>
<td>522,311</td>
<td>Wastewater</td>
<td>34,527,261</td>
<td>37,393,922</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fleet Management</td>
<td>1,326,508</td>
<td>1,326,508</td>
<td>Water</td>
<td>15,122,040</td>
<td>15,895,725</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUBTOTAL</td>
<td>55,836,010</td>
<td>4,224,883</td>
<td>60,060,893</td>
<td>SUBTOTAL</td>
<td>97,472,250</td>
<td>5,747,523</td>
<td>103,219,753</td>
</tr>
<tr>
<td>GRANT FUNDS</td>
<td>11,187,913</td>
<td>164,500</td>
<td>11,352,413</td>
<td>CAPITAL &amp; DEBT SERVICE FUNDS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electric Franchise</td>
<td></td>
<td></td>
<td></td>
<td>Fees/Capital Fund</td>
<td>1,569,339</td>
<td>1,569,339</td>
<td></td>
</tr>
<tr>
<td>Development Impact Fees</td>
<td></td>
<td></td>
<td></td>
<td>3,086,102</td>
<td>672,000</td>
<td>3,758,102</td>
<td></td>
</tr>
<tr>
<td>GO Bond Debt Service</td>
<td></td>
<td></td>
<td></td>
<td>2,928,063</td>
<td>2,928,063</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUBTOTAL</td>
<td>7,583,504</td>
<td>672,000</td>
<td>8,255,504</td>
<td>GRAND TOTAL</td>
<td>172,079,657</td>
<td>10,808,906</td>
<td>182,888,563</td>
</tr>
</tbody>
</table>

ESTIMATED REVENUES
**Regular Council**  
**June 3, 2019**

### PROPERTY TAXES

<table>
<thead>
<tr>
<th>Fund</th>
<th>Total</th>
<th>Electric Franchise</th>
<th>Gas Franchise</th>
<th>Total</th>
<th>Franchise Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>32,882,364</td>
<td>970,109</td>
<td>722,751</td>
<td>32,882,364</td>
<td></td>
</tr>
<tr>
<td>Library</td>
<td>2,197,916</td>
<td>970,109</td>
<td>722,751</td>
<td>2,197,916</td>
<td></td>
</tr>
<tr>
<td>Parks &amp; Recreation</td>
<td>1,999,710</td>
<td>1,692,860</td>
<td></td>
<td>1,999,710</td>
<td></td>
</tr>
<tr>
<td>Streets</td>
<td>1,767,360</td>
<td>1,692,860</td>
<td></td>
<td>1,767,360</td>
<td></td>
</tr>
<tr>
<td>Cemetery</td>
<td>198,916</td>
<td>1,692,860</td>
<td></td>
<td>198,916</td>
<td></td>
</tr>
</tbody>
</table>

### OTHER FEES

| Airport               | 113,457     | 911 Fees           | 944,000       | 113,457     |                |
| SUBTOTAL NON-EXEMPT   | 39,159,703  | 944,000            | 6,806,143     | 39,159,703  |                |
| Exempt Property Taxes (GO Bond) | 2,927,462 | 2,927,462          | Impact Fee    | 2,927,462   |                |
| SUBTOTAL PROPERTY TAXES | 42,087,165 | 42,087,165         | 3,437,250     | 42,087,165  |                |

### STATE REVENUE SHARING

| Sales Tax             | 7,457,984   | 11,785,402         |                | 7,457,984   |                |
| Personal Property Tax Replacement | 534,151   | 534,151            | 6,885,448      | 534,151     |                |
| Intergovernmental     | 6,885,448   | 6,885,448          | General        | 524,000     |                |
| SUBTOTAL              | 14,877,583  | 14,877,583         | 524,000        | 14,877,583  |                |

### CHARGES FOR SERVICES

| Airport               | 449,015     | 449,015            |                | 449,015     |                |
| Cemetery              | 92,000      | 92,000             |                | 92,000      |                |
| Civic Center          | 592,451     | 12,528,047         | 255,500        | 592,451     |                |
| Development Services  | 30,000      | (255,500)          | (255,500)      | 30,000      |                |
| General Government    | 3,052,962   | 3,052,962          | 21,944,531     | 3,052,962   |                |
| Golf Courses          | 2,295,000   | 2,295,000          | 9,245,361      | 2,295,000   |                |
| Idaho Center          | 3,046,312   | 3,046,312          | 43,717,939     | 3,046,312   |                |
| Library               | 25,300      | 25,300             |                | 25,300      |                |
| Nampa Recreation Center | 3,225,500    | 3,225,500          | Lease Proceeds - Fire Department | 963,546 | 963,546 |
| Parks & Recreation    | 390,500     | 390,500            | Interest Earnings | 593,861 | 593,861 |
| Sanitation/Trash Collection | 10,293,050 | 10,293,050         | Miscellaneous | 371,669 | 371,669 |
| Utility Billing       | 1,165,524   | 1,165,524          | SUBTOTAL       | 1,165,524   |                |
| Wastewater            | 14,385,737  | 14,385,737         |                | 14,385,737  |                |
| Water                 | 13,815,737  | 13,815,737         |                | 13,815,737  |                |
| SUBTOTAL              | 52,858,844  | 52,858,844         | GRAND TOTAL    | 52,858,844  | 172,879,657    | 10,808,907 | 182,888,564 |
### CITY OF NAMPA, IDAHO

**FISCAL YEAR 2019 PROPOSED BUDGET**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Clerk</td>
<td>266,708</td>
<td>287,008</td>
<td>340,430</td>
<td>340,430</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Code Enforcement</td>
<td>421,852</td>
<td>502,856</td>
<td>520,684</td>
<td>520,684</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Economic Development</td>
<td>443,134</td>
<td>351,763</td>
<td>408,512</td>
<td>408,512</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineering</td>
<td>1,579,489</td>
<td>1,772,243</td>
<td>2,717,055</td>
<td>2,717,055</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facilities Development</td>
<td>1,680,812</td>
<td>1,485,220</td>
<td>1,797,135</td>
<td>4,983,602</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finance</td>
<td>850,563</td>
<td>909,309</td>
<td>1,025,871</td>
<td>1,064,871</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire</td>
<td>11,892,391</td>
<td>12,729,464</td>
<td>14,214,742</td>
<td>15,178,288</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Government</td>
<td>3,455,947</td>
<td>3,528,244</td>
<td>2,937,793</td>
<td>2,937,793</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Human Resource</td>
<td>429,152</td>
<td>456,865</td>
<td>518,791</td>
<td>518,791</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Information Technology</td>
<td>2,197,766</td>
<td>1,548,749</td>
<td>1,559,760</td>
<td>1,559,760</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Legal</td>
<td>922,122</td>
<td>923,498</td>
<td>1,152,640</td>
<td>1,152,640</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mayor &amp; Council</td>
<td>497,313</td>
<td>544,307</td>
<td>583,989</td>
<td>589,859</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parks &amp; Rec Admin</td>
<td>358,719</td>
<td>401,312</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planning &amp; Zoning</td>
<td>522,129</td>
<td>576,585</td>
<td>660,010</td>
<td>690,010</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Police</td>
<td>20,220,915</td>
<td>21,260,675</td>
<td>25,549,779</td>
<td>25,549,779</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Works Admin</td>
<td>390,042</td>
<td>478,014</td>
<td>522,311</td>
<td>522,311</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fleet Management</td>
<td>1,202,631</td>
<td>1,181,923</td>
<td>1,326,508</td>
<td>1,326,508</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SUBTOTAL</strong></td>
<td>47,251,685</td>
<td>47,866,416</td>
<td>48,918,035</td>
<td>48,918,035</td>
<td>55,836,010</td>
<td>55,836,010</td>
<td>55,836,010</td>
<td>55,836,010</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>ENTERPRISE &amp; SPECIAL REVENUE FUNDS</strong></th>
<th>Expenses 2017 Actual</th>
<th>Revenue* 2017 Actual</th>
<th>Expenses 2018 Actual</th>
<th>Revenue* 2018 Actual</th>
<th>Expenses 2019 Budget</th>
<th>Revenue* 2019 Budget</th>
<th>Expenses 2019 Budget</th>
<th>Revenue* 2019 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>911 Fees</td>
<td>1,347,584</td>
<td>953,621</td>
<td>917,089</td>
<td>1,011,229</td>
<td>1,063,594</td>
<td>1,063,594</td>
<td>1,063,594</td>
<td>1,063,594</td>
</tr>
<tr>
<td>Airport</td>
<td>471,696</td>
<td>464,886</td>
<td>559,271</td>
<td>989,237</td>
<td>989,237</td>
<td>989,237</td>
<td>989,237</td>
<td>989,237</td>
</tr>
<tr>
<td>Cemetery</td>
<td>267,043</td>
<td>286,004</td>
<td>316,209</td>
<td>418,514</td>
<td>418,514</td>
<td>418,514</td>
<td>418,514</td>
<td>418,514</td>
</tr>
<tr>
<td>Civic Center</td>
<td>1,443,637</td>
<td>1,260,474</td>
<td>968,061</td>
<td>1,075,460</td>
<td>1,075,460</td>
<td>1,075,460</td>
<td>1,075,460</td>
<td>1,075,460</td>
</tr>
<tr>
<td>Family Justice Center</td>
<td>294,195</td>
<td>329,529</td>
<td>295,287</td>
<td>298,832</td>
<td>298,832</td>
<td>298,832</td>
<td>298,832</td>
<td>298,832</td>
</tr>
<tr>
<td>Idaho Center</td>
<td>4,752,503</td>
<td>5,075,059</td>
<td>6,244,638</td>
<td>4,578,761</td>
<td>4,578,761</td>
<td>4,578,761</td>
<td>4,578,761</td>
<td>4,578,761</td>
</tr>
<tr>
<td>Library</td>
<td>2,063,140</td>
<td>2,167,019</td>
<td>2,296,761</td>
<td>2,343,989</td>
<td>2,343,989</td>
<td>2,343,989</td>
<td>2,343,989</td>
<td>2,343,989</td>
</tr>
<tr>
<td>Nampa Recreation Center</td>
<td>2,742,611</td>
<td>3,256,502</td>
<td>3,189,405</td>
<td>5,343,469</td>
<td>5,343,469</td>
<td>4,231,469</td>
<td>3,543,469</td>
<td>3,543,469</td>
</tr>
<tr>
<td>Parks &amp; Recreation</td>
<td>2,967,915</td>
<td>3,141,545</td>
<td>3,421,943</td>
<td>4,288,246</td>
<td>4,288,246</td>
<td>4,288,246</td>
<td>4,288,246</td>
<td>4,288,246</td>
</tr>
<tr>
<td>Golf</td>
<td>2,079,462</td>
<td>2,202,270</td>
<td>2,217,593</td>
<td>2,407,841</td>
<td>3,051,779</td>
<td>3,051,779</td>
<td>3,051,779</td>
<td>3,051,779</td>
</tr>
</tbody>
</table>
### Regular Council
**June 3, 2019**

<table>
<thead>
<tr>
<th>Service</th>
<th>Fiscal Year 2018-19</th>
<th>Fiscal Year 2019-20</th>
<th>Fiscal Year 2020-21</th>
<th>Fiscal Year 2021-22</th>
<th>Fiscal Year 2022-23</th>
<th>Fiscal Year 2023-24</th>
<th>Fiscal Year 2024-25</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sanitation Collection</td>
<td>9,815,827</td>
<td>10,293,050</td>
<td>10,293,050</td>
<td>10,293,050</td>
<td>10,293,050</td>
<td>10,293,050</td>
<td>10,293,050</td>
</tr>
<tr>
<td>Utility Billing</td>
<td>1,075,854</td>
<td>10,305,827</td>
<td>10,305,827</td>
<td>10,305,827</td>
<td>10,305,827</td>
<td>10,305,827</td>
<td>10,305,827</td>
</tr>
<tr>
<td>Wastewater</td>
<td>22,631,530</td>
<td>34,527,261</td>
<td>34,527,261</td>
<td>34,527,261</td>
<td>34,527,261</td>
<td>34,527,261</td>
<td>34,527,261</td>
</tr>
<tr>
<td>Water</td>
<td>13,417,149</td>
<td>15,122,040</td>
<td>15,122,040</td>
<td>15,122,040</td>
<td>15,122,040</td>
<td>15,122,040</td>
<td>15,122,040</td>
</tr>
<tr>
<td>Workers Comp Fund</td>
<td>64,378</td>
<td>64,378</td>
<td>64,378</td>
<td>64,378</td>
<td>64,378</td>
<td>64,378</td>
<td>64,378</td>
</tr>
<tr>
<td><strong>SUBTOTAL</strong></td>
<td>77,637,494</td>
<td>97,472,230</td>
<td>97,472,230</td>
<td>97,472,230</td>
<td>97,472,230</td>
<td>97,472,230</td>
<td>97,472,230</td>
</tr>
<tr>
<td><strong>CAPITAL PROJECTS &amp; DEBT SERVICE FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Projects</td>
<td>1,352,824</td>
<td>1,569,339</td>
<td>1,569,339</td>
<td>1,569,339</td>
<td>1,569,339</td>
<td>1,569,339</td>
<td>1,569,339</td>
</tr>
<tr>
<td>Development Impact Fees</td>
<td>3,244,820</td>
<td>3,086,102</td>
<td>3,086,102</td>
<td>3,086,102</td>
<td>3,086,102</td>
<td>3,086,102</td>
<td>3,086,102</td>
</tr>
<tr>
<td>GO Bond Debt Service</td>
<td>2,696,150</td>
<td>2,928,063</td>
<td>2,928,063</td>
<td>2,928,063</td>
<td>2,928,063</td>
<td>2,928,063</td>
<td>2,928,063</td>
</tr>
<tr>
<td><strong>SUBTOTAL</strong></td>
<td>7,293,794</td>
<td>8,255,504</td>
<td>8,255,504</td>
<td>8,255,504</td>
<td>8,255,504</td>
<td>8,255,504</td>
<td>8,255,504</td>
</tr>
<tr>
<td><strong>TRANSFERS &amp; FUND BALANCE (Net)</strong></td>
<td>9,245,361</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>MISCELLANEOUS</strong></td>
<td>963,546</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lease Proceeds</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>136,568,150</td>
<td>182,888,564</td>
<td>182,888,564</td>
<td>182,888,564</td>
<td>182,888,564</td>
<td>182,888,564</td>
<td>182,888,564</td>
</tr>
</tbody>
</table>

*Amount from property tax

I, Deborah Rosin, City Clerk of the City of Nampa, Idaho do hereby certify that this is a true and correct statement of the amended expenditures and revenues for the fiscal year 2018-2019. Citizens are invited to attend the budget hearing on June 17, 2019 at 7:00 p.m. and have the right to provide written or oral comments concerning the entire Nampa Budget. The amended city budget may be reviewed in detail in the Nampa Finance Office at Nampa City Hall, 411 Third Street South during regular hours, 8:00 a.m. to 5:00 p.m.

**MOVED** by Haverfield and **SECONDED** by Bruner to pass the **resolution** as presented. Mayor Kling asked for a roll call vote with all Councilmembers present voting **YES**. The Mayor declared the resolution passed, numbered it **27-2019** and directed the clerk to record it as required.

**MOTION CARRIED**
Item #6-1. - Mayor Kling opened the public hearing that was continued from the May 20, 2019 meeting for consider project packaging and delivery approach for Phase II upgrades at the Nampa Wastewater Treatment Plant.

Deputy Public Works Director Nate Runyan presented the following staff report explaining that the Preliminary Design Technical Team and Wastewater Design Review Committee (DRC) evaluated packaging and delivery options for the WWTP Phase II Upgrades Project. A briefing paper has been prepared for Nampa City Council (Exhibit A)

The Wastewater Treatment Plant (WWTP) Phase II Upgrades Project has approximately 11 discrete portions of work that could be designed and constructed separately from a technical perspective. This creates unnecessary risks for the City of Nampa, such as organizational management, construction coordination and scheduling, cash flow, and limits value engineering opportunities.

All project packaging and delivery options can be successful. For large complex wastewater projects, market trends show that construction management/general contractor and design-build delivery methods are becoming more common practice (Exhibit B)

Choosing the delivery method is about alignment of City of Nampa priorities. The project packaging and delivery options were evaluated on the following priorities:

<table>
<thead>
<tr>
<th>Key Wastewater Program Priority</th>
<th>Design-Build Feature</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1 – Getting the &quot;best&quot; value</td>
<td>Value Engineering/Opportunity for Innovation</td>
</tr>
<tr>
<td>#2 – Clearly defining scope and configuration</td>
<td>Owner Control</td>
</tr>
<tr>
<td>#3 – Establishing accountability for performance</td>
<td>Risk Allocation / Transfer</td>
</tr>
<tr>
<td>#4 – Retaining Nampa control and decision-making power</td>
<td>City Input to Design &amp; Delivery</td>
</tr>
<tr>
<td>#5 – Getting the “best” price</td>
<td>Lowest Capital Cost</td>
</tr>
</tbody>
</table>

Four project packaging and four delivery methods were evaluated and will be presented (Exhibit C) at the public hearing.

Staff and the DRC recommend moving forward with five project packages. A copy of the DRC Meeting Summary is attached (Exhibit D).
Project Group D, E, G, and H are recommended to follow the Nampa City’s traditional delivery method of design-bid-build. For Project Group F, the complexity and six-year duration create an opportunity for using an alternative delivery method to better manage project risks and capture innovation and value engineering. The DRC agreed that the progressive design-build contracting method would achieve the best value for the City of Nampa.

<table>
<thead>
<tr>
<th>Project Group Name</th>
<th>Project Group Components</th>
<th>Approximate Package Value(^1,2,3)</th>
<th>Delivery Model</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Group D</td>
<td>• Primary Digester No.5 • Waste Gas Bumer (Flare)</td>
<td>$9.9M</td>
<td>Design-Bid-Build</td>
</tr>
<tr>
<td>Project Group E</td>
<td>• Renovation of the Laboratory and Administration Building</td>
<td>$2.9M</td>
<td>Design-Bid-Build</td>
</tr>
<tr>
<td>Project Group F</td>
<td>• New Aeration Basin No.4 • New Blower Building and Blowers • Demo Trickling Filters, Secondary Clarifier • New Tertiary Filtration Pump Station • New Tertiary Filtration • New Final Clarifier No.4 • Replace WAS and RAS Pumps • New Class A UV Disinfection • New Irrigation Reuse Pump Station and Forecmain (^4) • New Industrial Reuse Pump Station and Forecmain (^5) • New Internal Mixed Liquor Recycle Pumps (^4) • Replace Final Clarifier Mechanisms • Replace Post Aeration Basin Structure and Blower • New Digested Sludge Storage Tank • Solids Facility Expansion • MCC Replacements</td>
<td>$126.4M</td>
<td>Progressive Design-Build</td>
</tr>
<tr>
<td>Project Group G</td>
<td>• Primary Clarifier 1 Structure, Mechanism, and Sludge Pump Repair • Repairs for Headworks Facility</td>
<td>$4.5M</td>
<td>Design-Bid-Build (^6)</td>
</tr>
<tr>
<td>Project Group H</td>
<td>• New Sidestream Treatment Facility</td>
<td>$12.4M</td>
<td>Design-Bid-Build (^6)</td>
</tr>
</tbody>
</table>

The WWTP Phase II Upgrades Project has received interest from multiple consultants and contractors. Two letters of support for alternative delivery methods were also received (Exhibit E).

A resolution has been prepared to authorize the Mayor’s signature to declare the City of Nampa’s intent to deliver the Wastewater Phase II Upgrades Project Group D, E, G, H as Design-Bid-Build
Regular Council  
June 3, 2019  

and Group F as Progressive Design-Build to complete the Wastewater Phase II Project (Exhibit F).

The City of Nampa’s legal counsel has reviewed and recommend approval of the resolution.

Public Works staff has reviewed and recommend approval of the resolution, which is included as a New Business agenda item the same day of this public hearing.

Councilmembers asked questions and made comments.

Those appearing with comments were:  Carol Kenfield, 200 South Lancaster Drive; James Hall, 17299 Cody Lane.

No one appeared in favor of or in opposition to the request.

Councilmembers asked questions and made comments  

MOVED by Hogaboam and SECONDED by Bruner to close the public hearing. Mayor Kling asked all in favor say aye with all Councilmembers present voting AYE. Mayor Kling declared the  

MOTION CARRIED

MOVED by Haverfield and SECONDED by Bruner to approve the deliver the Wastewater Phase II Upgrades Project Group D, E, G, H as Design-Bid-Build and Group F as Progressive Design-Build to complete the Wastewater Phase II Project. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the  

MOTION CARRIED

Item #6-2. - Mayor Kling opened a public hearing for a variance to Zoning Ordinance Section 10-8-6 requiring a 6,000 sq. ft minimum lot size within the RS-6 (Single Family Residential – 6000 sq. ft) zoning district, for properties located at 1217 11th Ave S (the NE ½ of Lot 9, Bk 59 Waterhouse Addition) and 1223 11th Ave S (the SE 100 ft of the SW ½ of Lot 9 and SE 100 ft of Lot 11, Bk 59 of Waterhouse Addition). The applicant proposes adjusting the lot line between 1217 and 1223 11th Ave S by approximately 16 ft to the southwest, thereby increasing the lot size for 1217 to approximately 5098 sq. ft (still a substandard lot size, but would allow space for construction of a dwelling or placement of a double wide manufactured home on a foundation). The adjustment would decrease the lot size of 1223 11th Ave S to approximately 5879 sq. ft (a substandard lot size but would still accommodate the existing dwelling), for Jose Sanchez. (VAR-00072-2019)

Augustine Sanchez, 1223 11th Avenue South presented the request.
Councilmembers asked question of the applicant.

Senior Planner Kristi Watkins presented the following staff report explaining that the request is for a variance to Nampa City Zoning codes from N.C.C. §10-8-6.A requiring a 6,000 sf lot size in the RS6 (Single Family Residential – 6,000 sf. minimum lot size) zoning district for 1217 11th Ave S (the NE ½ of Lot 9 Block 59 Waterhouse Addition) and 1223 11th Ave S (the SE 100 ft of the SW ½ of Lot 9 and SE 100 ft of Lot 11 Block 59 of Waterhouse Addition). See Exhibit 2 (Page 7), Zoning & Vicinity Map.

**Property History**

April 7, 2014 – Variance VAR 1641-2014 for Jose Sanchez for setbacks and placement of a single wide mobile home. APPROVED.

**General Site Information**

**Existing Zoning:** RS 6 (Single-Family Residential District – 6,000 sf minimum lot size)

**Surrounding Zoning & Land Uses:**
- **North** – RS 6 residential;
- **South** – RS 6 residential;
- **East** – BC commercial;
- **West** – RS 6 residential.

**Public/Agency Comment or Correspondence:**

Agency/City department comments have been received regarding this matter. Such correspondence as received from agencies or the citizenry regarding this application package [received by noon May 29, 2019] is hereafter attached.

1. An April 29, 2019 email from the Nampa Highway District # 1 authored by Eddy Thiel, stating the Highway District has no comment; and,

2. An April 30, 2019, email from the Nampa Building Department, authored by Neil Jones stating that he has no comments on the application, but that building permits will be required for any and all work before it starts; and,

3. A May 6, 2019 letter from the Nampa & Meridian Irrigation District authored by David Duvall indicating that they have no comment on the Project; and,

4. A May 13, 2019 letter from the Idaho Transportation Department, authored by Sarah Arjona, stating that ITD does not object to this request; and,

5. On May 24, 2019, memorandum from the Nampa City Engineering Division, authored by Jim Brooks indicates they do not oppose granting this variance with the following conditions:
   a. Drive access to 1217 shall be via the alley. No drive approach access is permitted from 11th Ave S; and,
6. Staff has not received commentary from any surrounding property owners or neighbors either supporting or opposing this request.

**Code Regulations**

**Variance Purpose Statement (10-24-1):**
“The Council is empowered to grant variances in order to prevent or to lessen such practical difficulties and unnecessary physical hardships inconsistent with the objectives of zoning as would result from a literal interpretation and enforcement of certain of the regulations prescribed by this Title.

A variance shall not be considered a right or special privilege, but may be granted to an applicant only upon showing of undue hardship because of 1) special characteristics applicable to the site which deprive it of privileges commonly enjoyed by other properties in the same zone or vicinity, and 2) the characteristics relating to the size, shape or dimensions of a site or the location of existing structures thereon, from geographic, topographic or other physical conditions, or from population densities, street location or traffic conditions.

Variances are not intended to allow something that others do not have a permitted right to do. The purpose of a variance is to provide fair treatment and to see that individuals are not penalized because of site characteristics beyond their control.”

**10-24-2: ACTION:**

A) The Council may grant a Variance with respect to fences and walls, site, area, width, frontage, depth, coverage, front yard, rear yard, side yards, outdoor living area, height of structures, distances between structures or landscaped areas as the Variance was applied for or in modified form if, on the basis of application, investigation and evidence submitted, the Council makes the following findings (read, “Conclusions of Law”):

1. Literal interpretation and enforcement of the regulation would [would not] result in a practical hardship or unnecessary physical hardship inconsistent with the objectives of the zoning ordinance for the property.

2. There are extraordinary site characteristics applicable to the property involved or to the intended use of the property which [do] do not apply generally to other properties classified in the same zoning district.

3. Literal interpretation and enforcement of the regulation would [would not] deprive the applicant of privileges enjoyed by the owners of other properties classified in the same zoning district.
4. Granting of the variance [will] will not constitute a grant of special privilege inconsistent with the limitations on other properties and improvements in the vicinity.

5. Granting of the variance [will] will not be detrimental to public health, safety or materially injurious to properties or improvements in the area.

Analysis

City of Nampa Council has previously granted a variance for this property, finding that the size, shape, and location of the lot constituted a legal basis for the variance findings listed above. The following are staff analysis of the current application and potential findings of fact that may be used by Council to justify approval or denial of the variance request.

1. The applicant proposes adjusting the lot line between 1217 and 1223 11th Ave S by approximately 16 feet to the southwest, thereby increasing the lot size for 1217 to approximately 5,098 square feet (still a substandard lot size) and decreasing the lot size of 1223 to approximately 5,879 square feet (thereby creating a substandard lot size); and,

2. Though the variance approved in 2014 has already allowed for construction of a dwelling (placement of single-wide mobile home), the applicant would like to construct a site built dwelling that more closely meets city standards or emplace a double-wide manufactured home on a foundation, which is also more closely complies with city standards. As such, being unable to construct a more compliant dwelling on the parcel could be a hardship to the property owner. To construct a home on the subject property, a reasonable approach is to seek a variance to the Nampa City Code §10-8-6, requiring a 6,000-sf lot size in the RS 6 zoning district.

3. Though smaller sized properties have existing homes in the immediate area, they have typically been constructed on corner lots where Nampa City Code provides allowances for smaller lots. The site characteristics, being a relatively small lot not on a corner property, may be considered extraordinary site characteristics which do not apply generally to other properties within the zoning district.

4. Enforcement of the code in this case, could be assumed to deprive the applicant of privileges enjoyed by other owners in the district, namely, construction of a city code compliant single-family home.

5. The proposed use is consistent with land uses in the area. More so than the existing (previously approved) single-wide mobile home. Approval of this variance is unlikely to be considered granting a special privilege inconsistent with the area.
Regular Council
June 3, 2019

6. Construction of a new single-family structure shall comply with current building & fire codes. New structures must comply with required setbacks as well. The proximity to other buildings is consistent with other lots in the immediate area. Police and Fire Departments already service this area. Staff finds no conditions that would create a determinant to public health, safety or be injurious to others in the area.

Conclusion of Law & Findings of Fact
Whether the Council votes to deny or approve the Variance request, the statements cited in this report as being from 10-24-2 above, in bold type, are the Conclusions of Law that must be used and supported by further Findings of Fact to either justify approval or denial of the request (See ANALYSIS section above).

The proposed variance is requested to facilitate construction of a site built single-family home on a parcel in an area of town that is largely zoned for single-family use. The area is completely developed out and is serviced by utilities, public safety, parks, and other city services. The granting of this variance will bring 1217 closer to compliance with current city ordinances and while it does create a substandard lot, it will have little effect on the existing property located at 1223.

Applicable Regulations: Chapter 24 sets forth criteria to use when reviewing (a) Variance request(s).

Conditions of Approval

Should the Council vote to approve the Variance Permit, the following draft Approval Condition(s) is/are proposed for consideration:

1. Comply with any other applicable agency (e.g., Nampa City Building Safety, Nampa City Engineer, Southwest District Health, Fire Department, etc.) requirements as they may pertain to the Variance request.
   a. Obtain all necessary building permits required for construction before staring any and all work on the property.

2. No access shall be created from/to 11th Ave S.

Councilmembers asked question of staff.

No one appeared in favor of or in opposition to the request.

MOVED by Haverfield and SECONDED by Bruner to close the public hearing. Mayor Kling asked all in favor say aye with all Councilmembers present voting AYE. Mayor Kling declared the
MOTION CARRIED

MOVED by Haverfield and SECONDED by Hogaboam to approve the variance for a Zoning Ordinance Section 10-8-6 requiring a 6,000 sq. ft minimum lot size within the RS-6 (Single Family Residential – 6000 sq. ft) zoning district, for properties located at 1217 11th Ave S (the NE ½ of Lot 9, Bk 59 Waterhouse Addition) and 1223 11th Ave S (the SE 100 ft of the SW ½ of Lot 9 and SE 100 ft of Lot 11, Bk 59 of Waterhouse Addition). The applicant proposes adjusting the lot line between 1217 and 1223 11th Ave S by approximately 16 ft to the southwest, thereby increasing the lot size for 1217 to approximately 5098 sq. ft (still a substandard lot size, but would allow space for construction of a dwelling or placement of a double wide manufactured home on a foundation). The adjustment would decrease the lot size of 1223 11th Ave S to approximately 5879 sq. ft (a substandard lot size but would still accommodate the existing dwelling), for Jose Sanchez with staff conditions. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

Item #6-3. - Mayor Kling opened a public hearing for a vacation of a 10 ft x 70 ft long portion of the Lone Star Rd Right-Of-Way, located on the west side of the property addressed as 561 Lone Star Rd (Canyon County Parcel R15216010A1), a .741 acre parcel located within an RS-6 (Single Family Residential – 6000 sq. ft minimum lot size) on the south side of Lone Star Rd. The applicant states they are requesting the Vacation of Right-Of-Way in order to align the property lines after dedicating 15 ft of Lone Star Rd Right-Of-Way to the City of Nampa on the east side of the subject property, for Mitchell Page. (VAC-00035-2019)

Mitchell Page, 2005 West Dew Mist Drive, presented the request.

Planning and Zoning Director Norm Holm presented the following staff report explaining that the request is for a vacation of the southerly 10’ of the westerly 70’ of the right of way of Lone Star Road adjacent 561 Lone Star Road (A .74 acre or 32,234 sq. ft. portion of the NE ¼, Section 28, T3N, R2W, BM and Tax 07709 and 13199 in Lot 2, Tuite’s Subdivision) for Mitchell Page (VAC 035-19) The applicant is requesting a vacation of a 10’ wide section of the Lone Star right of way adjacent the westerly portion of their property to align their front property line after their dedication of a 15’ wide portion adjacent the easterly portion of their property.

General Information

Status of Applicant(s): Owners. Existing Zoning: RS6 (Single Family Residential – 6,000 sq. ft.). Location: The southerly 10’ of the westerly 70’ of the right-of-way of Lone Star Rd. adjacent 561 Lone Star Rd. Size of Vacation Area: The area is 700 sq. ft. Surrounding Land Use and Zoning: North- Residential, RS6 (Single Family Residential – 6,000 sq. ft.); South- Residential, RS6 PUD (Single Family Residential – 6,000 sq. ft. PUD); East- Residential, RS6 PUD (Single
Family Residential – 6,000 sq. ft. PUD); West- RS6 (Single Family Residential – 6,000 sq. ft.). **Comprehensive Plan Designation:** Medium Density Residential. **Applicable Regulations:** State law requires the consent of adjoining property owners. The only property owner adjoining the right-of-way to be vacated is the applicant. **Description of Existing Uses:** The area currently occupied as a portion of the applicant’s front yard area. No change of use is intended, only an alignment of the front property line through the vacation and dedication.

**Special Information**

**Planning & Zoning History:** The proposed right-of-way vacation and dedication will bring the front property and right-of-way line to the same location as previously dedicated in the Cobblestone Square subdivision adjacent to the east. **Public Utilities:** 8” sewer main located in Lone Star Rd. 8” water main located in Lone Star Rd. 8” irrigation main located in Lone Star Rd. **Environmental:** Approval of the vacation will have no effect on area properties, only alignment of the right-of-way in front of the property. **Correspondence:** As of the date of this staff report, no objections have been raised by any utility companies or surrounding property owners concerning the proposed vacation. Fire, Building, and Engineering Departments have not expressed any opposition to the right-of-way vacation.

**Staff Findings and Discussion**

Planning staff sees no reason why the vacation of this 10’ section of Lone Star Rd. right-of-way should not be approved, especially with the 15’ dedication to the east for alignment.

**Recommended Approval Conditions**

If the Nampa City Council following the public hearing determines to approve the requested street vacation no conditions of approval are required.

No one appeared in favor of or in opposition to the request.

Councilmembers asked questions and made comments of the applicant and the applicant answered questions.

MOVED by Bruner and SECONDED by Hogaboam to close the public hearing. Mayor Kling asked all in favor say aye with all Councilmembers present voting AYE. Mayor Kling declared the

MOTION CARRIED

MOVED by Levi and SECONDED by Bruner to approve vacation of a 10 ft x 70 ft long portion of the Lone Star Rd Right-Of-Way, located on the west side of the property addressed as 561 Lone
Star Rd (Canyon County Parcel R15216010A1), a .741 acre parcel located within an RS-6 (Single Family Residential – 6000 sq. ft minimum lot size) on the south side of Lone Star Rd. The applicant states they are requesting the Vacation of Right-Of-Way in order to align the property lines after dedicating 15 ft of Lone Star Rd Right-Of-Way to the City of Nampa on the east side of the subject property, for Mitchell Page and authorize the Nampa City Attorney to draw the appropriate ordinance.

The Mayor asked for a roll call vote with all Councilmembers present voting **YES**. The Mayor declared the

**MOTION CARRIED**

**Item #6-4.** - Mayor Kling opened a public hearing for a variance to Zoning Ordinance 10-16-15 (C) and 10-33-04 (A) (1) requiring a 20 ft setback from the front property line. The applicant has requested a reduction to 10 ft for the setback from the front property line for property located at 520 Caldwell Blvd (R3130700000), and the western portion of **504 Caldwell Blvd** (R3131000000), within a BC (Community Business) zoning district, in order to allow for construction of 9,960 sq. ft temperature conditioned self-storage facility and associated 621 sq. ft office for Phase III of the Big Storage facility. The applicant states they are requesting the Variance in order to allow for a unified appearance and landscaping buffer with the existing facility at 504 and 498 Caldwell Blvd; as well as alleviating the development difficulties presented by the variation in the property lines fronting the north side of Caldwell Blvd, for Aaron Lafky, of Lafky Properties, LLC. (VAR-00073-2019)

Aaron Lafky presented the request.

Principal Planner Rodney Ashby presented the following staff report explaining that the request is for Lafky Properties and they have requested a Variance to City of Nampa Zoning Ordinance 10-16-15 (C) and 10-33-04 (A) (1) requiring a twenty (20) ft setback from the front property line. The applicant has requested a reduction to ten (10) ft for the setback from the front property line for property located at 520 Caldwell Blvd (R3130700000), within a BC (Community Business) zoning district in order to allow for construction of a new mini storage and office buildings at 504 Caldwell Blvd, and expansion of the mini-storage facility onto the 520 property.

**Purpose/Applicant Explanation:** “The purpose of the variance is to provide for expansion of the mini storage facility located at 504 and 498 Caldwell Boulevard in a manner consistent with the existing development. Granting the variance will: 1. Allow for a unified appearance and landscaping buffer to help integrate the expansion into the existing facility as a single unified project. 2. Alleviate the development difficulties presented by the unique variation in the property lines fronting the north side of Caldwell Boulevard, which would include installing 90 degree bends in utilities and irrigation lines, maintaining front landscaping of varying widths, and aligning buildings, driveways and circulation through the integrated mini storage facility. 3. Avoid an interpretation of the setback regulation that would result in properties on either side of the applicant’s property having the right to construct buildings closer to the improved Caldwell Boulevard.
Regular Council
June 3, 2019

Boulevard right of way and encourage consistency with existing development on this property and other properties in the same zoning district along Caldwell Boulevard.”

General Information


History: On November 16, 2015, the Nampa City Council voted to approve a variance to reduce the required front yard setback from twenty (20’) feet to ten (10’) feet at 498 and 504 Caldwell Blvd. The variance was requested primarily because of a jog along the front property lines from 498 to 504 Caldwell Blvd – 498 being approximately thirty-seven feet (37’) from Caldwell Blvd centerline and 504 being approximately 47’ from centerline. Because city code requires property owners to landscape and maintain the property between the property line and the sidewalk or edge of pavement, this meant that the twenty feet (20’) of landscaping was installed in alignment with the neighboring properties required twenty-foot (20’) setback landscaping. The request currently being considered would allow the applicant to continue the landscaping alignment as previously constructed on the properties to the southeast.

Applicable Regulations:

10-24-1: [Variance] Purpose:

The Nampa City Council is empowered to grant variances to prevent or to lessen practical development difficulties, unique site circumstances and unnecessary physical, geographical hardships inconsistent with the objectives of zoning as would result from a literal interpretation and enforcement of certain bulk or quantifiable regulations prescribed by zoning ordinance. A variance shall not be considered a right or special privilege but may be granted to an applicant only upon a showing of undue hardship because of: a) special characteristics applicable to the site which deprive it of privileges commonly enjoyed by other properties in the same zone or vicinity, and b) the variance is not in conflict with the public interest. Hardships must result from special site characteristics relating to the size, shape or dimensions of a site or the location of existing structures thereon, from geographic, topographic or other physical conditions, or from population densities, street locations or traffic conditions or other unique circumstances.
Variances are not intended to allow something that others do not have a permitted right to do. The purpose of a variance is to provide fair treatment and to see that individuals are not penalized because of site characteristics beyond their control. (Ord. 2140; amd. Ord. 2978)

10-24-2: Actions:

A. Granting of Variance Permit: The council may grant a variance permit with respect to requirements for fences and walls, site, area, width, frontage, depth, coverage, front yard, rear yard, side yards, outdoor living area, height of structures, distances between structures or landscaped areas as the variance was applied for or in modified form if, based on application, investigation and evidence submitted, the council concludes the following:

1. Literal interpretation and enforcement of the regulation would result in practical difficulty or unnecessary physical hardship inconsistent with the objectives of the zoning ordinance.
2. There are extraordinary site characteristics applicable to the property involved or to the intended use of the property which do not apply generally to other properties classified in the same zoning district.
3. Literal interpretation and enforcement of the regulation would deprive the applicant of privileges enjoyed by the owners of other properties classified in the same zoning district.
4. The granting of the variance will not constitute a grant of special privilege inconsistent with the limitations on other properties classified in the same zoning district.
5. The granting of the variance will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity.

10-16-5 Property Area, Coverage and Yard Requirements: (for the BC Zone)

C. Front Yard/Street Side (Setback): …Twenty feet (20’) is/shall be required on/for all properties that abut front streets classified or identified as collectors or arterials on the most currently utilized Nampa urban boundary and functional classification system map. (Ord. 3960, 4-4-2011).

10-33-2: Actions:

B3. Any land between the property line and the developed roadway within the right of way, shall also be landscaped but only with grass, and/or crushed rock/gravel, with shrubs and/or flowers as desired. Commercial, industrial and multiple residential uses/ interior yards (setbacks) in the various districts (when required) shall also be landscaped with some combination of grass, shrubs, trees, colored decorative rock or round gravel or nonartifical plant materials. Exception: Trees are and shall be restricted from being planted in roadway “clear zones” (a.k.a., the ‘clear way’) unless otherwise approved by the city. (Ord. 3960, 4-4-2011).

Special Information
Transportation/Access: The subject property is accessed from Caldwell Boulevard, a state highway and principal arterial.

Environmental, Aesthetics/Landscaping: The applicant states they are requesting the Variance in order to allow a reduced front yard setback of 10 feet for construction of a proposed new mini storage unit development and building. The closest building fronting Caldwell Blvd, according to plans (see exhibit) submitted for design review of the project, is a building where storage will be accessed from interior hallways. According to the submitted landscape plans (see exhibit), landscaping will front Caldwell Blvd, and in most cases, will exceed the landscaping required for a 20’ setback.

Citizen/Agency Input: At the time of the preparation of this staff report, no comments were received by property owners or nearby businesses and residents. We received comments from Nampa Building Department, Code Enforcement and Engineering Division expressing no opposition. A letter from Sarah Arjona dated May 23, 2019 (attached) from Idaho Transportation Department states that opposition to the application will be removed when two curb cuts identified in an ITD permit for the property are removed. Staff has included this as a recommended condition of approval if the Council chooses to approve the application.

Staff Findings

A variance has already been granted for a reduced front yard setback at 504 Caldwell Blvd. The applicant is requesting to apply a similar variance to 520 Caldwell Boulevard. This will allow them to construct additional buildings on 504 and extend the storage units onto 520 Caldwell Blvd.

Caldwell Blvd is recognized in the Nampa 2035 Comprehensive Plan as one of six gateways into our community. The plan calls for added landscape measures beyond those required for other areas or roadways. However, the plan calls for the Building and Site Design Standards Committee to take an active role in determining what specific requirements should be placed on properties along gateways into our community.

This project is scheduled before the Building and Site Design Standards Committee for consideration on June 10, 2019. Specific appearance conditions of this project will be considered at that time and are not under consideration for this variance request to Nampa City Council.

Variances are not intended to allow something that others do not have a permitted right to do. The purpose of a variance is to provide fair treatment and to see that individuals are not penalized because of site characteristics or a site situation beyond their control (Ord. 4340, 9-18-2017).

A variance shall not be considered a right of special privilege, but may be granted to an applicant only upon a showing of undue hardship because of a) special characteristics applicable to the site...
which deprive it of privileges commonly enjoyed by other properties in the same zone or vicinity, and b) the variance is not in conflict with the public interest. Council may wish to consider the larger right-of-way width on the property, compared to others in the area, as constituting an undue hardship for the property. Council may find that without a variance, the property owner would be penalized because of site characteristics beyond their control. Finally, Nampa City Council may find that the variance is not in conflict with the public interest because it will allow development that is consistent with the area.

**Recommended Conditions of Approval**

Should the Nampa City Council vote to approve the requested Variance, staff recommends that approval be justified by the required findings found under “Applicable Regulations” of this report and listed in 10-24-2 of the Nampa City Code. Staff recommends the following condition(s) be applied:

*Generally*

1) The applicant shall comply with all applicable requirements as may be imposed by city divisions/departments appropriately involved in the review of this request as the Variance approval shall not have the effect of abrogating requirements from those city divisions/departments.

*Specifically*

1) Compliance with the Idaho Transportation Department Permit No. 3-19-203, including the removal of two of the existing curb cuts as identified in the permit.

No one appeared in favor of or in opposition to the request.

Those appearing with comments were: Hubert Osbourne, 4199 Switzer Way.

The applicant made closing comments.

Councilmembers asked question and made comments.

**MOVED** by Hogaboam and **SECONDED** by Bruner to close the public hearing. Mayor Kling asked all in favor say aye with all Councilmembers present voting **AYE**. Mayor Kling declared the

**MOTION CARRIED**

**MOVED** by Hogaboam and **SECONDED** by Haverfield to approve the variance to Zoning Ordinance 10-16-15 (C) and 10-33-04 (A) (1) requiring a 20 ft setback from the front property line. The applicant has requested a reduction to 10 ft for the setback from the front property line for property located at 520 Caldwell Blvd (R3130700000), and the western portion of 504
Regular Council  
June 3, 2019  

Caldwell Blvd (R313100000), within a BC (Community Business) zoning district, in order to allow for construction of 9,960 sq. ft temperature conditioned self-storage facility and associated 621 sq. ft office for Phase III of the Big Storage facility. The applicant states they are requesting the Variance in order to allow for a unified appearance and landscaping buffer with the existing facility at 504 and 498 Caldwell Blvd; as well as alleviating the development difficulties presented by the variation in the property lines fronting the north side of Caldwell Blvd, for Aaron Lafky, of Lafky Properties with staff recommendations. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the MOTION CARRIED

(5) New Business

Item #5-3. – The following Ordinance was read by title:

AN ORDINANCE ENACTED BY THE NAMPA CITY COUNCIL, ADJUSTING THE EXPIRATION DATES FOR THE TERMS OF THE CURRENT BOARD OF COMMISSIONERS OF THE NAMPA DEVELOPMENT CORPORATION FOR THE PURPOSE OF MAKING THEM CONSISTENT WITH THE AGENCY’S FISCAL YEAR, AND PROVIDING CLARIFICATION AS TO HOW FUTURE MEMBERS OF THE BOARD OF COMMISSIONERS WILL BE APPOINTED TO FILL VACANCIES ON THE BOARD, IN ACCORDANCE WITH IDAHO CODE § 50-2006; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS AND PARTS THEREOF, IN CONFLICT HERewith. (Applicant NDC)

The Mayor declared this the first reading of the Ordinance.

Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.

MOVED by Haverfield and SECONDED by Levi to pass the preceding Ordinance under suspension of rules. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the ordinance duly passed, numbered it 4439 and directed the Clerk to record it as required.

MOTION CARRIED

Item #5-4. - Mayor Kling presented the request for reappointment of Randy Haverfield and Claudia Dina as Commissioners of the Nampa Development Corporation.

MOVED by Hogaboam and SECONDED by Bruner to approve the reappointment of Randy Haverfield and Claudia Dina as Commissioners of the Nampa Development Corporation. The
Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

Item #5-5. - Mayor Kling presented the request for appointment of the as the Workforce Development Director.

Debra Curry presented a staff report explaining that there were 40 resumes submitted for this position. After reviewing all the resumes to confirm which ones met minimum requirements and so forth, I chose five candidates for interviews. Four were able to attend the interviews but one was headed to Las Vegas to get married.

Mayor Kling, Councilmember Rodriguez and I were very pleased with the qualifications of those that were selected to meet with us, although most submissions did not qualify, due to their lack of education or experience that was required in the job description. Those that were qualified were imminently qualified.

I composed a series of questions with some input from Mayor Kling and Councilman Rodriguez, which we asked of each person interviewed. While the majority of those applying were not qualified. The ones chosen for the interviews not only met the requirements but excelled them in several ways.

After the final interview Mayor Kling, Councilmember Rodriguez and I discussed the possibilities and then the consensus was that Bobby Sanchez was the best candidate for this position. Not only did he exceed the requirements of the position he also possesses a wealth of institutional knowledge which largely eliminates a learning curve for him.

We believe this brings added value to the City of Nampa and will greatly enhance his efforts as he takes on this new role in the reorganization. This will better prepare the city in the growth that it is encountering.

Councilmembers thanked Debra Curry for her work with the City of Nampa.

MOVED by Bruner and SECONDED by Hogaboam to approve the recommendation to appoint Bobby Sanchez as the Workforce Development Director. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

Newly appointed Workforce Development Director Bobby Sanchez thank the Mayor and Council for trust and confidence. It has been a privilege and honor to serve as Chief of Staff for the Mayor and as I look to the horizon to the next milestone with workforce development it is a team sport.
and I certainly can’t do it alone and to have your trust and confidence is going to be critical. Thank you.

**Item #5-6.** Mayor Kling presented the request for **Middleton Road** and **Lone Star Road** Intersection improvement utility waiver comments.

Daniel Badger presented a staff report explaining that the intersection of Middleton Road and Lone Star Road serves a growing population and the adjacent Lone Star Middle School. From 2011-2015 there has been one fatal crash approaching the intersection and one Type A serious injury crash involving a student walking to school at the intersection. Improving the intersection from a four-way stop to a signal improves capacity and safety for commuters and pedestrians.

Keller Associates was hired to provide design services for the project.

As part of the design, utility plans were completed that identify public utilities within the roadway right of way that may or may not be impacted with the proposed improvements. Emails have been sent to the public utilities that have facilities within the roadway right of way to give them an opportunity to review and comment on the utility plans as well as make plans for relocation of their infrastructure if needed.

Emails were sent on 5/15 to the following utility companies (See Exhibit A)

- Cable One
- Intermountain Gas Company
- CenturyLink

Keller Associates is working specifically with Idaho Power on a utility agreement as their utilities must be moved to accommodate the intersection improvements throughout the project limits.

Because we have not received the waivers from the utility companies the City of Nampa must hold a hearing to allow them to express their comments on the project.

Engineering staff is working on calling each of the utility companies to ensure their comments are addressed.

Councilmember asked questions.

**No Utility Companies were present.**

**Item #5-7.** Mayor Kling presented the request for discussion of **disposal** of **city property/Paying it Forward.**
Mayor Kling presented a staff report explaining that the this is discussion of Nampa City property/paying it forward and 5-8 is a resolution for Fleet Department. Typically, the disposal of property is in the consent agenda. The reason that I brought this up for discussion is that a team of us was at the reuse meeting recently and spoke there. One individual on the committee suggested that since we are in process of our build at the wastewater treatment facility, we consider saving the parts pulled out and donate them for possible use in a smaller city. I was also reminded of the tremendous benefit our fire engines and compressors are to other cities. It seemed not that important, but in working with the cities and visiting with them across the state of Idaho, we find a few small cities across the state that have no additional funds whatsoever. They are tight financially. I wanted to suggest that possibly when we are disposing of certain properties (especially with fleet) that we give the opportunity through AIC to these cities to see if they have a need for the equipment. They can purchase it at the price that we have set; however, if they needed the equipment but could not afford it, they could write a letter and request consideration for donation.

Councilmembers asked question and made comments.

Fleet Supervisor Doug Adams answered questions and made comments on the donation process.

**Item #5-8.** – The following Resolution was presented:

A RESOLUTION OF THE MAYOR AND NAMPA CITY COUNCIL, A MUNICIPAL CORPORATION OF IDAHO, AUTHORIZING THE DISPOSITION OF CERTAIN CITY PROPERTY. (Fleet Department)

MOVED by Haverfield and SECONDED by Bruner to pass the resolution as presented. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the resolution passed, numbered it 28-2019 and directed the clerk to record it as required.

MOTION CARRIED

**Item #5-9.** - Mayor Kling presented the request to authorize the Mayor and Public Works Director to sign Amended Task Order for Professional Services between the City of Nampa and Keller Associates, Inc. for the Elevated Tank Replacement Study in the amount of $499,405.00, Time and Materials Not to Exceed.

Daniel Badger presented a staff report explaining that an evaluation of the existing elevated water tank at 11th Avenue North and I-84 has been completed and the design alternative of removal of the tank and replacement with a 1.5-million-gallon ground level tank was approve by Council in 2018.
Approval of the façade treatment of the tank was approved by Council on May 6, 2019.

Keller Associates has completed the preliminary engineering report for the new tank, well 8 and north booster station.

Keller Associates has prepared an amended scope of work to proceed with the final design work for these elements.

Engineering has reviewed the attached scope of work and recommends approval.

Construction of the new tank, well 8 and north booster facilities is anticipated to start in FY2020 and be completed in FY2021.

FY19 budget for the New Water Tank design is $634,184.00.

MOVED by Haverfield and SECONDED by Hogaboam to authorize the Mayor and Public Works Director to sign Amended Task Order for Professional Services between the City of Nampa and Keller Associates, Inc. for the Elevated Tank Replacement Study in the amount of $499,405.00, Time and Materials Not to Exceed. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the MOTION CARRIED

Item #5-10 – was postpone at the request of staff - authorize the Mayor and/or Public Works Director to Execute any Necessary Documents Pertaining to the Idaho Transportation Department Right-of-Way Acquisition of City of Nampa Cemetery Property.

Item #5-11. - Mayor Kling presented the request to authorize Addition of AECOM to 2018-2019 Request for Qualifications First Choice Hiring Roster, and authorize the Mayor and Public Works Director to sign Miscellaneous Professional Services Term Agreement, and authorize the Mayor and Public Works Director to sign Task Order for Scope of Work with AECOM for Benefit/Cost Ratio Determination for SH-45 Realignment in the Amount of $53,890.00 Time and Material Not to Exceed (T&M NTE) for Street Division.

Daniel Badger presented a staff report explaining that the Beginning in 2007, the Public Works Department looked at many options for how to improve traffic flow and business accessibility, especially in the Nampa downtown area. Nampa’s Urban Renewal Development Agency (NDA) funded these efforts during a time when location of the Nampa Public Library and its footprint were being determined.
The Downtown Nampa Traffic Alternatives Analysis, completed by URS Engineering, (adopted by NDA in 2011) explored 26 alternative ways to direct traffic effectively throughout downtown. Its number one conclusion was that SH-45 needed to be removed from downtown. The preferred realignment utilized 7th Street South, Yale Avenue and Northside Boulevard to connect northbound traffic to I-84 (see Exhibit A).

SH-45 (12th Avenue South) is under the jurisdiction of the Idaho Transportation Department (ITD). Subsequently, Council authorized URS to complete a 2012 concept plan (approved in 2014) for the preferred realignment (known as Alternative 1A). This plan resulted in, (1) assumptions regarding how the improved roadway on 7th Street South and Yale Avenue would be developed, (2) a cost estimate for the realignment under those assumptions, and (3) the number of additional lane miles that Nampa would control if the realignment were completed.

ITD has expressed interest multiple times in this alternative since 2012, including a formal presentation to the ITD Board. However, with the passage of time, ITD would like to have an updated cost estimate using current information for the same set of assumptions that were in the 2014 concept plan.

Nampa’s Public Works Director has been asked by ITD to prepare a benefit/cost analysis for Alternative 1A. ITD uses benefit/cost ratios as one very important prioritizing criteria as they prepare their five-year construction programs. To calculate this ratio requires an assessment of travel time savings as major components of benefit. Updated costs would provide the cost component.

URS (now AECOM) prepared all above-referenced prior studies. The attached Scope of Work and budget (see Exhibit B), in the amount of $53,890.00 time and material not to exceed (T&M NTE), provide for updating costs and determining benefit for Alternative 1A. Funding will be provided by Street Division’s fiscal year 2019 budget.

AECOM did not submit a Statement of Qualifications (SOQ) to be considered for the 2018-2019 City hiring roster. As the selection process has passed, additional consultants can be considered for addition to the City’s first choice consultant hiring roster. AECOM has submitted its SOQ (see Exhibit C) for consideration. Public Works recommends adding AECOM to the first-choice roster.

MOVED by Haverfield and SECONDED by Hogaboam to authorize addition of AECOM to 2018-2019 Request for Qualifications First Choice Hiring Roster, and authorize the Mayor and Public Works Director to sign Miscellaneous Professional Services Term Agreement, and authorize the Mayor and Public Works Director to sign Task Order for Scope of Work with AECOM for Benefit/Cost Ratio Determination for SH-45 Realignment in the amount of $53,890.00 time and material not to exceed (T&M NTE) for Street Division. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the
MOTION CARRIED

Item #5-12. - Mayor Kling presented the request to **award** the **bid** to **Paul Construction Inc.** and authorize the **Mayor** to **sign contract** for the South Sugar Street Pedestrian Activated Crosswalk & North Nampa Bike and Pedestrian Improvements project.

Daniel Badger presented a staff report explaining that through multiple funding applications the City of Nampa was awarded Federal Funds to design and construct multimodal improvements around the City of Nampa.

Funding is through the Federal Transit Authority (FTA) Grant Program and administered by Valley Regional Transit (VRT).

Total estimated project funding for KN 19959 is $590,000 with the federal allocation being $472,000 (80%) and the City of Nampa’s match portion being $118,000 (20%). Two project sites are included as follows:

- Key No. 19959: 14th Ave. Bike Boulevard & Pedestrian Improvements - construct pavement markings and signing for a Bike Boulevard through north Nampa from 1st Street N. to Garrity Blvd., through Lakeview Park and construct pedestrian ramp improvements (see Exhibit A, Vicinity Map).
- Key No. 19959: N. Sugar St. Pedestrian Activated Crosswalk - construct a Pedestrian Activated Crosswalk (Rectangular Rapid Flashing Beacon – RRFB) across N. Sugar Street at the Indian Creek Pathway (see Exhibit B, Vicinity Map).

The City of Nampa’s match will be paid out of FY19 Streets Budget.

Construction is anticipated to begin in June with completion in August, pending availability of the electrical equipment for the pedestrian activated crosswalk.

The City of Nampa received two bids for the South Sugar Street Pedestrian Activated Crosswalk & North Nampa Bike and Pedestrian Improvements project. The apparent low bidder is Paul Construction Inc. with a bid amount of $512,976.50. All necessary public bidding requirements appear to be satisfied (See Exhibit C, Bid Tabulation)

Estimated project costs:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design &amp; Construction Inspection Services</td>
<td>$88,340.00</td>
</tr>
<tr>
<td>Construction</td>
<td>$512,976.50</td>
</tr>
<tr>
<td><strong>Total Estimated Costs</strong></td>
<td><strong>$601,316.50</strong></td>
</tr>
</tbody>
</table>
Regular Council  
June 3, 2019  

Engineering recommends award of the South Sugar Street Pedestrian Activated Crosswalk & North Nampa Bike and Pedestrian Improvements project to Paul Construction Inc., in the amount of $512,976.50.

Overage of $11,316.50 will be accounted for through the efficient use of the $60,000 contingency item specified within the contract to maintain the project budget.

MOVED by Bruner and SECONDED by Haverfield to award the bid to Paul Construction Inc. and authorize the Mayor to sign contract for the South Sugar Street Pedestrian Activated Crosswalk & North Nampa Bike and Pedestrian Improvements project. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the MOTION CARRIED.

Item #5-13. – The following Resolution was presented:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO, DIRECTING STAFF TO PROCEED WITH CONTRACTING FOR PHASE II OF THE NAMPA WASTEWATER TREATMENT PLANT IMPROVEMENTS AND APPROVING PROJECT PACKAGING AND PROJECT DELIVERY CONTRACTING METHODS.

MOVED by Haverfield and SECONDED by Hogaboam to pass the resolution as presented. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the resolution passed, numbered it 29-2019 and directed the clerk to record it as required. MOTION CARRIED.

❖ (7) Unfinished Business ❖

Item #7-1. – The following Ordinance was read by title:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NAMPA, IDAHO, TO CREATE LOCAL IMPROVEMENT DISTRICT NO. 163 FOR NAMPA, IDAHO, FOR CITY UTILITY EXTENSIONS AND CONNECTIONS; PROVIDING FOR THE LEVYING OF ASSESSMENTS UPON THE PROPERTY BENEFITTED BY SUCH IMPROVEMENTS AND FOR THE BASIS OF MAKING SAID ASSESSMENTS; SETTING FORTH THE PROPERTIES TO BE INCLUDED IN SAID DISTRICT; AND PROVIDING FOR MAKING THE ASSESSMENT ROLL. (Applicant Engineering Department)

The Mayor declared this the first reading of the Ordinance.

Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.
MOVED by Hogaboam and SECONDED by Haverfield to pass the preceding Ordinance under suspension of rules. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the ordinance duly passed, numbered it 4440 and directed the Clerk to record it as required.

MOTION CARRIED

Item #7-2 – The following Ordinance was read by title:

AN ORDINANCE DETERMINING THAT CERTAIN LANDS, COMMONLY KNOWN AS 2008 W. ORCHARD AVENUE, COMPRISING APPROXIMATELY 3.50 ACRES, MORE OR LESS, LAY CONTIGUOUS TO THE CITY LIMITS OF THE CITY OF NAMPA, COUNTY OF CANYON, STATE OF IDAHO, AND THAT SAID LANDS SHOULD BE ANNEXED INTO THE CITY OF NAMPA, IDAHO, AS PART OF THE RD (TWO-FAMILY (DUPLEX) RESIDENTIAL) ZONE; DECLARING SAID LANDS BY PROPER LEGAL DESCRIPTION AS DESCRIBED BELOW TO BE A PART OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO; DIRECTING THE CITY ENGINEER AND PLANNING AND ZONING DIRECTOR TO ADD SAID PROPERTY TO THE OFFICIAL MAPS OF THE CITY OF NAMPA, IDAHO; REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS OR PARTS THEREOF IN CONFLICT HEREWITH; PROVIDING AN EFFECTIVE DATE; AND, DIRECTING THE CLERK OF THE CITY OF NAMPA TO FILE A CERTIFIED COPY OF THE ORDINANCE AND MAP OF THE AREA TO BE ANNEXED WITH CANYON COUNTY, STATE OF IDAHO AND THE IDAHO STATE TAX COMMISSION, PURSUANT TO IDAHO CODE, SECTION 63-215. (Applicant Pontifex Capital, LLC representing Bob Taunton, Taunton Group LLC)

The Mayor declared this the first reading of the Ordinance.

Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.

MOVED by Haverfield and SECONDED by Hogaboam to pass the preceding Ordinance under suspension of rules. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the ordinance duly passed, numbered it 4441 and directed the Clerk to record it as required.

MOTION CARRIED

✧ (8) Pending Ordinances (Postponed Due to Lack of Supporting Documentation) ✧

8-1. 1st reading of ordinance for Annexation and Zoning to Light Industrial at 58 and 0 N. Kings Rd. for construction of Storage Units (A combined 3.87 acre or 168,577 sq. ft. portion of the South Half of the NW ¼ of the SW ¼ of Section 24, T3N, R2W, BM) for Cody Lane-Trek Investment Group (PH was 9-17-2018)
8-2. 1st reading of ordinance for modification of an Annexation and Zoning Development Agreement (Ord. 3554 – Instr. # 200629961) between BB One LLC and the City of Nampa by amending Exhibit B - Commitments and Conditions, and introducing an Exhibit C - Preliminary Plat for Laguna Farm Apartments pertaining to Parcel R3041700000 (1652 Idaho Center Blvd.) a 24.53-acre property in a GB2 (Gateway Business 2) zoning district in Government Lot 1 and the NE ¼ of the NW ¼ of Section 7, T3N, R1W, BM - for Kent Brown representing FIG Laguna Farms LLC (DAMO 027-18) (PH was 2-4-2019)

8-3. 1st reading of ordinance for Annexation and Zoning to BC at 0 Star Rd (Parcel R3036301200) on the south side of Ustick Road, east of Star Road, for access to city utilities for a mixed-use development. (A 4.72-acre parcel situated in the NW ¼ Section 5 T3N R1W BM, Tax 99106 in Lot 4) for Matt Garner representing JABR, LLC (Justin Reynolds and Alan Bean). (ANN-00112-2019) (PH was 4-15-2019)

8-4. 1st reading of ordinance for Annexation and Zoning to RS–6 (Single-Family Residential Districts/Zone) at 904 W Greenhurst Rd. (A 1.92 acre or 80,376 sq. ft portion of the SW ¼ of Section 33 T3N R2W BM), for Blake Wolf for connection to city utilities and construction of single-family housing. (ANN-00114-2019) (PH was 5-20-2019)

8-5. 1st reading of ordinance for Annexation and Zoning to RD (Two-Family (Duplex) Residential District/Zone at 3500 E Greenhurst Rd. (A 1.33 acre or 57,913 sq. ft portion of the SW ¼ of Section 36 T3N R2W BM, in the SE ¼ of Section 26 T3N R2W BM) for Roberta Konzek (ANN-00117-2019) (PH was 5-20-2019)

8-6. 1st reading of ordinance for Brownstone Estates Subdivision at 12203 W Karcher Rd. (14 Fourplex lots for a total of 56 multiple family dwelling units on 6.63 acres for 8.8 units per gross acre, and 94 single family detached dwellings on 24.36 acres for 3.85 units per gross acre – An approximate 30.8 acre parcel of land located in the NE ¼ Section 13 T3N R2W BM, Nampa), for Kent Brown, representing Providence Properties, LLC. (DAMO-00028-2019).

a. Zoning Map Amendment from RS-8.5 (Single-Family Residential Districts/Zone) to RS-7 (Single-Family Residential Districts/Zone) for approximately 25 acres, and Zoning Map Amendment from RS-8.5(Single-Family Residential Districts/Zone) to RP (Residential Professional District/Zone) for approximately 2 acres at 12203 W Karcher Rd (for land located in the NE ¼ Section 13 T3N R2W BM), for Kent Brown representing Providence Properties, LLC (ZMA-00104-2019) AND

b. Modification of Annexation and Zoning Development Agreements between Quantum Investments Realty, LLC and the City of Nampa, Recorded 02/08/2008 as Inst. No. 2008006946 and Inst. No.2008006947, for property located at 12203 W Karcher Rd, modifying Exhibit A – Legal descriptions, Exhibit B – Conceptual Plans, and Exhibit C – Conditions of Approval, to match a new site design and layout; (PH was 5-20-2019)
Item #9-1. - Mayor Kling presented the request to adjourn into Motion to Adjourn into Executive Session Pursuant to Idaho Code 74-206 (1) (c) To acquire an interest in real property which is not owned by a public agency.

MOVED by Haverfield and SECONDED by Hogaboam to adjourn into executive session at 9:04 p.m. pursuant to Idaho Code 74-206 (1) (c) To acquire an interest in real property which is not owned by a public agency. The Mayor asked for a roll call vote with all councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

MOVED by Haverfield and SECONDED by Bruner to conclude the executive session at 9:28 p.m. during which discussion was held regarding Idaho Code 74-206 (1) (c) To acquire an interest in real property which is not owned by a public agency. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

MOVED by Haverfield and SECONDED by Bruner to adjourn the meeting at 9:29 p.m. The Mayor declared the

MOTION CARRIED

Passed this 17th day of June 2019.

____________________________________
MAYOR

ATTEST:

____________________________________
NAMPA CITY CLERK
The open house started at 6:00 p.m.

Clerk made note that Councilmembers Bruner, Rodriguez were in attendance.

**Overview**

Nampa’s current Comprehensive Plan was adopted in 2012 after a more than two-year process which involved over 300 residents. Much of the plan is likely still applicable, but with continued growth, a complete review became necessary. The Comprehensive Plan Review Committee met in 4 meetings from October 2018 through February 2019 and focused on updating data, changed the horizon year to 2040 to match other plans, reviewed existing strategies, and changed the future land use map to make it relevant to existing conditions and compliant with community needs. The Comprehensive Plan Advisory committee will be the primary body tasked with finalizing the plan and with making recommendations to the Planning and Zoning Commission and City Council for approval. The broader community has been involved through a Boise State University Survey, and a town hall meeting.

The Mayor hosted a town hall meeting and pod cast on Thursday, June 6, 2019 from 6 – 7:00 p.m. and 7:00 – 8:00 p.m. at Nampa City Hall Council Chambers (411 3rd St S). Sixteen (16) people signed into the first meeting. An unknown number viewed the podcast. A second meeting was scheduled, but the one attendee decided to look at the stations only, so the presentation was cancelled. The stations were left open until 7:30 p.m. This document outlines the meeting content and outcomes.

**Presentation**

Mayor Kling welcomed and thanked the public, staff and Nampa City Councilmen Rodriguez and Bruner who were in attendance. She mentioned the importance of the planning processes that Nampa is currently engaged in; namely the Comprehensive Plan, Bicycle and Pedestrian Plan, Strategic Action Plan, 2020 Census, and Airport Master Plan. A timeline of completion of these plans was given. She also spoke about the Community Survey and indicated the City has heard what the citizens are saying. They Mayor introduced staff who would be speaking about the planning processes.

City of Nampa Planner II Doug Critchfield explained the Comprehensive Plan’s purpose, the planning process to date, and briefly reviewed information from feedback at the Comprehensive Plan Review Committee meetings.

Tom Points, Director of Public Works spoke about the Transportation Master Plan and the $532 Million in funding required between now and 2040 to complete 141 capital improvement projects. He also spoke about the Airport Master Plan and anticipated growth with additional hangers and new terminal building.
Darrin Johnson, Director of Parks and Recreation addressed the Bicycle & Pedestrian Master Plan progress. He mentioned that the work is being spearheaded by the Bike and Pedestrian Master Plan Committee. The plan focuses on the off-street system to provide connectivity. A survey was just completed, and an open house will be held this summer.

Robyn Sellers, Assistant Director of Economic Development spoke about the Downtown Nampa plan. She mentioned that $100,000 was received by Main Street, A Federal HUD program that provides funding to revitalize downtowns. Parking was also mentioned as an issue that the City is seeking resolution.

**Revolving Stations**

Participants were invited to speak with staff from Public Works, Planning and Zoning, Parks and Recreation, Economic Development, Police and Fire at 4 stations. The stations included maps of Pathways, Emergency Service Locations, Future Land Use, Zoning, and Transportation projects from 2019-2022.

Report-Out Comments from Revolving Stations:

**Planning and Zoning**

*Staffed by:*
- Norm Holm, Director, Planning and Zoning Department
- Robyn Sellers, Assistant Director Economic Development
- Rodney Ashby, Principle Planner
- Doug Critchfield, Senior Planner

Participants reviewed the Future Land Use map and provide their feedback (what do they like, not like, or other comments)

**Q: How is Nampa changing the Future Land Use Map?**

**A:** Nampa is aligning the map with what is on the ground. The property along 20/26 was mixed with Highway Commercial and Business Park. That has been changed to Community Mixed Use – which will allow for this type of development but build in some flexibility. The Highway 16 alignment was added. There is a proposal to expand the Area of Impact south and pick up the properties that were left out of the last Area of Impact change near Lake Lowell and Caldwell.

**Q: What is Nampa doing that is different from Meridian and other communities to control urban sprawl?**

**A:** Nampa is encouraging infill of undeveloped and enclaved parcels. Nampa just pass a zoning code change that allows for 4,000 square foot single-family detached lots. The Comprehensive Plan will suggest that Nampa staff and Developers collaborate about the introduction of Master Planned Communities and Planned Unit Developments with development standards can utilize density rather than lot size to provide more open space. Undeveloped parcels are desirable because
utilities are within proximity to these lots. Costs for development are reduced by not having to underground utilities.

C: I like the storage unit moratorium. Please no more near residential areas.

Q: When will sewer service SE Nampa.

A: It depends on development.

Q: Why are you not preserving ag land south of 20/26 on the Comprehensive Plan?

A: The 20/26 corridor is planned for a 5-lane corridor between Caldwell and Boise with Community and Neighborhood Mixed Use on either side. Leaving this in ag land would bifurcate the 20/26 development from the rest of Nampa.

Public Safety

Staffed by:
Jason Kimball, Nampa Police Dept.
Several staff from Nampa Fire Dept.

Participants reviewed the Emergency Services Locations map and provide their feedback (what do they like, not like, or other comments)

C: Staffing service levels in Nampa are too low (1.1 - 1,000). Council needs to provide more officers to increase service levels.

Parks and Recreation

Staffed by:
Darrin Johnson, Director, Parks and Recreation

A small group gathered consisting of about 3 to 4 people. Director Johnson talked about the new projects that will be taking place next year. He described the future development of the Stoddard Pathway and that next year’s development would take place from Iowa to Sherman. He also mentioned the City purchased railroad land that goes to 2nd Ave.

Q: One community member expressed concern about trash and trees in the creek near Wilson Drain. Location is south east of 12th Ave. He said that he has talked to the City and the Irrigation District, but nothing has been done. It appears that this would fall under the irrigation district’s responsibility, but the citizen said the irrigation district said it was the responsibility of the City.

A: Director Johnson told him that he would have his staff follow up with the irrigation district.

Q: One Citizen talked about plans for Indian Creek. Citizens live near the creek on the south/east side of the city.
A: Johnson explained that it would take many years before the pathway development would reach that area.

Q: Why is there no pathway on the New York Cannel?

A: The cannel is not on the master plan because the irrigation district is not favorable to having pathways on large delivery channels.

**Transportation**

*Staffed by:*

Tom Points, Director, Public Works  
Daniel Badger, Engineering Division Manager  
C: Franklin Sleep Inn – Need sign ‘Do Not Block Intersection’  
C: Midland and Middleton Corridors – concerns about congestion.  
C: Trucks on Library Block – why are trucks turning to left onto 11th off 3rd? C: Greenhurst and Sunnybrook – want temp crosswalk with flags  
C: Concerns about Amity pedestrian crossing at King’s overpass  
C: Star Road – like flashing lights below sign  
C: Desire for more reliable public transit

**Closing & Next Steps**

The Mayor indicated that the Transportation Master Plan will be completed late summer 2019, Bicycle Pedestrian Master Plan, Airport Master Plan, comprehensive and Strategic Plan will be completed in late fall.

Passed this 17th day of June 2019.

____________________________________
MAYOR

ATTEST:

____________________________________
NAMPA CITY CLERK
Mayor’s Summer Town Hall Meeting

*Meeting #1 - Summary*

June 6, 2019
Nampa City Hall 6:00pm – 7:30pm

Prepared by:
Doug Critchfield, Senior Planner
Amy Bowman, Communications Manager
Overview

Nampa’s current Comprehensive Plan was adopted in 2012 after a more than two-year process which involved over 300 residents. Much of the plan is likely still applicable, but with continued growth, a complete review became necessary. The Comprehensive Plan Review Committee met in 4 meetings from October 2018 through February 2019 and focused on updating data, changed the horizon year to 2040 to match other plans, reviewed existing strategies, and changed the future land use map to make it relevant to existing conditions and compliant with community needs. The Comprehensive Plan Advisory committee will be the primary body tasked with finalizing the plan and with making recommendations to the Planning and Zoning Commission and City Council for approval. The broader community has been involved through a Boise State University Survey, and a town hall meeting.

The Mayor hosted a town hall meeting and podcast on Thursday, June 6, 2019 from 6 – 7:00 p.m. and 7:00 – 8:00 p.m. at Nampa City Hall Council Chambers (411 3rd St S). Sixteen (16) people signed into the first meeting. An unknown number viewed the podcast. A second meeting was scheduled, but the one attendee decided to look at the stations only, so the presentation was cancelled. The stations were left open until 7:30 p.m. This document outlines the meeting content and outcomes.

Presentation

Mayor Kling welcomed and thanked the public, staff and Nampa City Councilmen Rodriguez and Bruner who were in attendance. She mentioned the importance of the planning processes that Nampa is currently engaged in; namely the Comprehensive Plan, Bicycle and Pedestrian Plan, Strategic Action Plan, 2020 Census, and Airport Master Plan. A timeline of completion of these plans was given. She also spoke about the Community Survey and indicated the City has heard what the citizens are saying. They Mayor introduced staff who would be speaking about the planning processes.

City of Nampa Planner II Doug Critchfield explained the Comprehensive Plan’s purpose, the planning process to date, and briefly reviewed information from feedback at the Comprehensive Plan Review Committee meetings.

Tom Points, Director of Public Works spoke about the Transportation Master Plan and the $532 Million in funding required between now and 2040 to complete 141 capital improvement projects. He also spoke about the Airport Master Plan and anticipated growth with additional hangers and new terminal building.

Darrin Johnson, Director of Parks and Recreation addressed the Bicycle & Pedestrian Master Plan progress. He mentioned that the work is being spearheaded by the Bike and Pedestrian Master Plan Committee. The plan focuses on the off-street system to provide connectivity. A survey was just completed, and an open house will be held this summer.
Robyn Sellers, Assistant Director of Economic Development spoke about the Downtown Nampa plan. She mentioned that $100,000 was received by Main Street, A Federal HUD program that provides funding to revitalize downtowns. Parking was also mentioned as an issue that the City is seeking resolution.

**Revolving Stations**

Participants were invited to speak with staff from Public Works, Planning and Zoning, Parks and Recreation, Economic Development, Police and Fire at 4 stations. The stations included maps of Pathways, Emergency Service Locations, Future Land Use, Zoning, and Transportation projects from 2019-2022.

**Report-Out Comments from Revolving Stations:**

*Planning and Zoning*

**Staffed by:**

Norm Holm, Director, Planning and Zoning Department  
Robyn Sellers, Assistant Director Economic Development  
Rodney Ashby, Principle Planner  
Doug Critchfield, Senior Planner

Participants reviewed the Future Land Use map and provide their feedback (what do they like, not like, or other comments)

Q: How is Nampa changing the Future Land Use Map?

A: Nampa is aligning the map with what is on the ground. The property along 20/26 was mixed with Highway Commercial and Business Park. That has been changed to Community Mixed Use – which will allow for this type of development but build in some flexibility. The Highway 16 alignment was added. There is a proposal to expand the Area of Impact south and pick up the properties that were left out of the last Area of Impact change near Lake Lowell and Caldwell.

Q: What is Nampa doing that is different from Meridian and other communities to control urban sprawl?

A: Nampa is encouraging infill of undeveloped and enclaved parcels. Nampa just pass a zoning code change that allows for 4,000 square foot single-family detached lots. The Comprehensive Plan will suggest that Nampa staff and Developers collaborate about the introduction of Master Planned Communities and Planned Unit Developments with development standards can utilize density rather than lot size to provide more open space. Undeveloped parcels are desirable because utilities are within proximity to these lots. Costs for development are reduced by not having to underground utilities.

C: I like the storage unit moratorium. Please no more near residential areas.

Q: When will sewer service SE Nampa.

A: It depends on development.
Q: Why are you not preserving ag land south of 20/26 on the Comprehensive Plan?

A: The 20/26 corridor is planned for a 5-lane corridor between Caldwell and Boise with Community and Neighborhood Mixed Use on either side. Leaving this in ag land would bifurcate the 20/26 development from the rest of Nampa.

Public Safety

Staffed by:
Jason Kimball, Nampa Police Dept.
Several staff from Nampa Fire Dept.

Participants reviewed the Emergency Services Locations map and provide their feedback (what do they like, not like, or other comments)

C: Staffing service levels in Nampa are too low (1.1 - 1,000). Council needs to provide more officers to increase service levels.

Parks and Recreation

Staffed by:
Darrin Johnson, Director, Parks and Recreation

A small group gathered consisting of about 3 to 4 people. Director Johnson talked about the new projects that will be taking place next year. He described the future development of the Stoddard Pathway and that next year’s development would take place from Iowa to Sherman. He also mentioned the City purchased railroad land that goes to 2nd Ave.

Q: One community member expressed concern about trash and trees in the creek near Wilson Drain. Location is south east of 12th Ave. He said that he has talked to the City and the Irrigation District, but nothing has been done. It appears that this would fall under the irrigation district’s responsibility, but the citizen said the irrigation district said it was the responsibility of the City.

A: Director Johnson told him that he would have his staff follow up with the irrigation district.

Q: One Citizen talked about plans for Indian Creek. Citizens live near the creek on the south/east side of the city.

A: Johnson explained that it would take many years before the pathway development would reach that area.

Q: Why is there no pathway on the New York Cannel?

A: The cannel is not on the master plan because the irrigation district is not favorable to having pathways on large delivery channels.
Transportation
Staffed by:
Tom Points, Director, Public Works
Daniel Badger, Engineering Division Manager

C: Franklin Sleep Inn – Need sign ‘Do Not Block Intersection’
C: Midland and Middleton Corridors – concerns about congestion.
C: Trucks on Library Block – why are trucks turning to left onto 11th off 3rd?
C: Greenhurst and Sunnybrook – want temp crosswalk with flags
C: Concerns about Amity pedestrian crossing at King’s overpass
C: Star Road – like flashing lights below sign
C: Desire for more reliable public transit

Written Comments

Andrew Cascio:
“Nampa is a low-income community; many people do not have cars. More funding needs to be reserved to support bus service. Include sidewalks in transportation budget. Cycling and walking are forms of transportation and should be integrated into the transportation plan. There needs to be better tree coverage downtown.”

He spoke to the Mayor about internships and job shadowing.

Michelle Cascio:
“I am interested in finding ways for the City to fund repair of sidewalks downtown east of 16th and in the neighborhoods on each side of 2nd street south. They are unusable for people who use wheelchairs.”

Rex Bledsoe:
“I appreciate the format of presentations and break-out stations. Well Done!”

Closing & Next Steps

The Mayor indicated that the Transportation Master Plan will be completed late summer 2019, Bicycle Pedestrian Master Plan, Airport Master Plan, comprehensive and Strategic Plan will be completed in late fall.

Appendix

- Agenda
- Meeting Participant List
- PowerPoint presentation slides
Mayor's Summer Town Hall Meetings

AGENDA
Council Chambers, Nampa City Hall
June 6, 2019
Meeting 1 - 6:00 - 7:00 PM
Meeting 2 - 7:00 – 8:00 PM (Cancelled)
(format and presentation is the same for both meetings)


- **Welcome** - Mayor Kling
- **Recap of Comprehensive Planning Process** – Doug Critchfield, Senior Planner
- **Transportation Master Plan** – Tom Points, Public Works Director
- **Pedestrian and Bicycle Master Plan** – Darrin Johnson, Parks and Recreation Director
- **Downtown Plan** – Robyn Sellers, Economic and Community Development Assistant Director
- **Display Boards** – Public feedback with department staff (Future Land Use Map, Transportation Plan [current-2022], Pathways Plan, Public Safety, Economic Development).
- **Next Steps** – Mayor Kling
## Attendance Lists

<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Address or Intersection Near</th>
<th>Phone (Cell)</th>
<th>Email</th>
<th>Main Reason Attending</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cathy Cie</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>2</td>
<td>Ellen Phan</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>3</td>
<td>Heather Steele</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>4</td>
<td>Vanessa Thompson</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>5</td>
<td>Tom Lemmendy</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>6</td>
<td>Michelle Caso</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>7</td>
<td>Jennifer Gordon</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>8</td>
<td>Nancy Morris</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>9</td>
<td>John Maxson</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>10</td>
<td>Andrew Edmonds</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>11</td>
<td>John Lee</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>12</td>
<td>Jordan Dickinson</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>13</td>
<td>John Dusseine</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>14</td>
<td>Glen Bingham</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
<tr>
<td>15</td>
<td>Marcia Rupich</td>
<td></td>
<td></td>
<td></td>
<td>General Interest</td>
</tr>
</tbody>
</table>

**Nampa Town Hall - Planning Nampa's Future**

6 p.m. | June 6, 2019 | Nampa City Hall

<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Address or Intersection Near</th>
<th>Phone (Cell)</th>
<th>Email</th>
<th>Main Reason Attending</th>
</tr>
</thead>
<tbody>
<tr>
<td>16</td>
<td>Don forney</td>
<td></td>
<td></td>
<td></td>
<td>Listen for citizen's</td>
</tr>
</tbody>
</table>

Page 2 of 3
TOWN HALL CHECK IN

<table>
<thead>
<tr>
<th>NO.</th>
<th>NAME</th>
<th>ADDRESS OR INTERSECTION IN MAP</th>
<th>PHONE (LOCAL)</th>
<th>EMAIL</th>
<th>MAIN REASON ATTENDING</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Luke Summerton</td>
<td></td>
<td></td>
<td></td>
<td>Information</td>
</tr>
</tbody>
</table>

NAMPA TOWN HALL - PLANNING NAMPA’S FUTURE
7 P.M. JUNE 6, 2019 NAMPA CITY HALL

PowerPoint Presentation Slides

![Nampa 2040 Comprehensive Master Plan 2019 Town Hall Series](image)
Action items from the City

- Strategic Action Plan
- Comprehensive Master Plan
- Bicycle & Pedestrian Master Plan
- 2020 Census
  Join the Complete Count Committee
- Transportation Master Plan
We are listening to you.

2019 Community Survey

Overall Priorities: What issues should be the top priorities for the City of Nampa? Select your top five (5).

- Public Safety
- Infrastructure Improvements
- Traffic Control
- Education
- Economic Development
- Historic Downtown Preservation
- Parks and Recreational Opportunities
- Emergency Preparedness
- Tourism
- Environmental Quality and Natural Resources
- Sustainable Resources

Responses
Transportation & Traffic Congestion

• Reducing wait times at intersections

• Street widening on busy roads

• Travel times to commercial centers and I-84

Public Safety

★ Maintain a high level of service

★ School Safety

★ Safe Neighborhoods
Managing Growth

• Bike and pedestrian paths should be connected
• Quality of life
• Loss of open space, ag land and industrial land to housing
• Preserve Nampa’s Historic Downtown
• Keep housing affordable
Workshop #1
October 23, 2018 | Nampa Civic Center

Top Priorities
- mitigate traffic congestion
- public safety
- promote infill
- protect water quality
- protect industrial land
- mixed-use development
- affordable housing

Community Values
- family
- community
- freedom
- open space
- safety
- economic opportunity
- affordable housing
- religion/faith
- small town feel
- ease of transportation

Role of Government
- public safety
- transparency
- fiscal responsibility
- transportation
- planning
- vision
- fair treatment
Workshop #2: Future Land Use

Transportation
- 20/26 Corridor Mixed-Use
- Highway 45 realignment
- Highway 16 Corridor
- Ustick Road Corridor
- Midland Blvd. Corridor
- Northside Corridor
- Southern Corridor access and traffic issues

Parks & Pathways
- Access
- Boise River Corridor
- Park system preservation
- School property use
- City gateway beautification
- Trail/pathway/sidewalk connectivity
- Pollinator gardens

Economic Development
- 20/26 Corridor Mixed-Use opportunities
- Airport Light Industrial land designation
- Transitional zones
- Mixed-Use and Industrial-Use opportunities throughout community

Workshop #3

Future Land Use Map Changes
- Land use changes based on existing use
- Extend Nampa impact area to south

Identified Committee’s Emerging Priorities
- Impacts of growth on traffic/housing/services
- Economic opportunities
- Business retention
- Protect open space/ag land
- More Mixed-Use
  Residential/Commercial, access to government, services
- Live/work/play in Nampa

2035 Comprehensive Plan Strategies Update
- Strategy review completed
- Received City department input
- Highlighted strategies supporting committee priorities
Workshop #3
Future Land Use Map Changes
January 24, 2019
Nampa Civic Center

Workshop #4
Strategic Goals & Priorities
February 21, 2019 | Nampa City Hall

Reviewed and edited committee priorities
Reviewed Strategies from the 2035 Comprehensive Plan needed to be highlighted in the 2040 Comprehensive Plan
Received committee feedback on the Strategic Plan’s Mission, Vision, Core Values and Focus Areas

CITY OF NAMPA, ID
Committee Priorities
Many priorities centered around managing growth and its impact on our community

Impacts of growth on:
★ Traffic congestion
★ Affordable housing
★ Essential services (public safety, utilities, water quality and quantity and access to community services)
★ Quality of life/family life

Committee Priorities (continued)

★ Economic Diversity; Job Opportunity Growth; Preservation of Industrial Land; Business Retention and Expansion
★ Mixed Use Commercial and Mixed Use Residential
★ Agricultural and Open Space Land Conservation
★ Preservation of Nampa’s Character; ‘Live, Work and Play’ in Nampa
★ Connectivity Between Communities; A Connected Non-Motorized Pathway, Trail and Bike Lane System; Access to Parks and Open Space
★ Promotion of Infill Development; Avoid Urban Sprawl
Transportation Master Plan

- Update to the 2012 plan nearing completion
- Identified future needs and existing system deficiencies
- 141 capital projects needed between now and 2040 costing $532 M
- Developed funding strategy
Transportation Master Plan

Three Phase Funding Plan Underway

1. 2019, Impact Fees, 1% tax increase
2. 2020-24, Vehicle registration fee increase, GO Bond reallocation
3. 2025, Stormwater funding

Airport Master Plan

• Update to the 2010 plan underway
• Determined that runway will not be extended—5,000 foot existing runway is sufficient.
• Our goal is to be the best small airport we can be!
• 20 year plan for growth including new hangars and terminal building
Bike & Pedestrian Master Plan

- Update to the 2011 plan underway
- Spearheaded by the Bike and Pedestrian Committee
- Plan focuses on off-street pathway system
- Online mapping tool gathered over 300 public comments
- Public Open House this summer to gather additional input
Downtown Nampa

City of Nampa worked with Idaho Department of Commerce to participate in the Idaho Downtown Assessment Program

- Focus Groups
- Community Survey
- Plan for the Downtown
Downtown Nampa Recommendations

- Revigorated Nampa’s Main Street Organization
- Encourage Evening and Weekend Hours
- Parking
- Pursue Dining and Beverage Businesses
- Activities and Events

Next Steps

APPROVALS OF:

- Transportation Master Plan (Late Summer 2019)
- Bicycle & Pedestrian Master Plan (Fall 2019)
- Airport Master Plan (Fall 2019)
- Comprehensive Plan and Strategic Plan submitted for Council approval later this year
Station Rotation & Feedback

Public Safety
Transportation
Future Land Use Map
Bike & Pedestrian

THANK YOU
for your feedback and involvement!
Mayor Kling called the meeting to order at 9:30 p.m.

Clerk made note that Councilmembers Bruner, Hogaboam, Levi, Haverfield, were present. Councilmembers absent were Rodriguez, Skaug.

Principal Planner Rodney Ashby presented a staff report along with the below map.

The City Attorney Douglas Waterman addressed questions and made comments.

Councilmembers asked questions and made comments.

**Item #1-1.** – The following Ordinance was read by title:

AN ORDINANCE ENACTED BY THE NAMPA CITY COUNCIL ADOPTING AND DECLARING A MORATORIUM UPON THE ISSUANCE OF BUILDING PERMITS AND CONDITIONAL USE PERMITS FOR STORAGE BUILDINGS FOR COMMERCIAL USE; CREATING AN EXCEPTION TO PROTECT EXISTING PROPERTY RIGHTS; DIRECTING
STAFF TO BRING FORWARD A PERMANENT SOLUTION WITHIN 90 DAYS; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND DECLARING THE SUBORDINATION OF ALL ORDINANCES, RESOLUTION, AND ORDERS IN CONFLICT HEREWITH.

WHEREAS, over the past two (2) years, numerous public storage facilities developments have applied for Planning & Zoning or Building Department permits, representing a significant increase in requests from prior years.

WHEREAS, the number of requests for information being made to the City Planning & Zoning Department to develop storage unit facilities has continued to increase, currently averaging around one (1) request per day.

WHEREAS, storage unit facilities are currently permitted uses in the BC, BF, IP, IL, IH zones.

WHEREAS, storage unit facilities are currently conditional uses in the RP, BN GB1, and GB2 zones.

WHEREAS, typical storage unit developments include long, blank walls or fencing, placed immediately abutting setbacks, which often presents a visual conflict with surrounding uses.

WHEREAS, current City code provides either limited design review, or no design review, for storage unit facilities.

WHEREAS, the City wishes to maintain continuity within zoning districts.

WHEREAS, the City wishes to maintain the pleasant appearance of major roadways providing access to the City of Nampa.

WHEREAS, an overabundance of specific types of uses, including storage unit facilities, can impact the property value and marketability of surrounding properties.

WHEREAS, the rapid increase in the growth rate of the City of Nampa has created a demand for storage unit facilities not contemplated by current City code governing storage unit development.

WHEREAS, as the aforementioned growth in the City of Nampa continues, the overall welfare of the City of Nampa requires the maintenance of a proper balance of land uses within the City.

WHEREAS, the aforementioned growth has increased demand for industrial parcels and has increased the need for the City to ensure industrial development opportunities on parcels with access to rail and truck routes, high voltage power, large sewer lines, natural gas, and other services.
WHEREAS, the aforementioned factors make the unchecked proliferation of storage unit facilities within the City of Nampa a peril to the long-term economic and aesthetic welfare of the City.

WHEREAS, the steady increase in the rate of applications for storage unit facilities to date, creates an imminent risk to the long-term economic and aesthetic welfare of Nampa, requiring immediate action.

WHEREAS, the time required for City staff to finalize the full analysis of this development issue, which analysis will ultimately result in a modification to City code, by ordinance, cannot be accomplished quickly enough to provide a remedy to the present situation.

WHEREAS, together, the foregoing conditions present an imminent peril to the public welfare of the City of Nampa.

WHEREAS, City Staff are presently developing a permanent solution to the problems giving rise to this moratorium.

WHEREAS, it is important and necessary to preserve the status quo while said permanent solution is being more fully developed.

WHEREAS, the City Council has determined that the implementation of an Emergency Moratorium pursuant to Idaho Code Title 62, Chapter 65, Section 67-6523 is the appropriate way in which to accomplish this immediate, provisional action.

WHEREAS, pursuant to Idaho Code § 67-6523, the Nampa City Council finds it practical and necessary to adopt this moratorium with abbreviated notice to avoid circumvention of the goals of this moratorium.

WHEREAS, notice of the hearing on this moratorium was provided on May 31, 2019.

NOW THEREFORE:

BE IT ORDAINED by the Mayor and Council of the City of Nampa, County of Canyon, State of Idaho:

Section 1. The foregoing recitals, being a true and accurate description of an imminent peril to the public welfare of the City of Nampa, a moratorium is hereby imposed upon the receipt, processing, and approval of applications for building permits and conditional use permits for storage buildings for commercial purposes, except as provided in Section 2 of this Ordinance. The moratorium shall be in place for one hundred and eighty-two (182) days following the adoption of this ordinance.

Section 2. This moratorium shall not apply to any permit that has already been issued, nor shall it apply to any permits related to any storage unit facility for which any related application or license has already been requested from, or filed with, the City.

Section 3. City staff are hereby directed to present a permanent solution to the problems addressed by this moratorium within 90 days.
Section 4. This moratorium shall be in full force and effect immediately upon the date of its passage.

Section 5. This moratorium is hereby declared to be severable. If any portion of this ordinance is declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and shall be read to carry out the purposes of this moratorium before the declaration of partial invalidity.

Section 6. If a conflict exists between this moratorium and any other ordinance, resolution, or order of the City of Nampa, this moratorium shall control until its expiration or termination by City Council. (Applicant Planning and Zoning Department)

The Mayor declared this the first reading of the Ordinance.

Mayor Kling presented a request to pass the preceding Ordinance under suspension of rules.

MOVED by Hogaboam and SECONDED by Bruner to pass the preceding Ordinance under suspension of rules. Mayor Kling asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the ordinance duly passed, numbered it 4442 and directed the Clerk to record it as required.

MOTION CARRIED

MOVED by Hogaboam and SECONDED by Haverfield to adjourn the meeting at 10:34 p.m. The Mayor declared the

MOTION CARRIED

Passed this 17th day of June 2019.

____________________________________
MAYOR

ATTEST:

____________________________________
NAMPA CITY CLERK
Mayor Kling called the meeting to order at 7:01 p.m.

Clerk made note that Councilmembers Rodriguez, Bruner, Hogaboam, Levi, Haverfield, Skaug were present.

Mayor Kling presented a request to accept the amended agenda that was for a clerical error needing to add the words action item to the motions requested.

MOVED by Skaug and SECONDED by Rodriquez to approve the amended agenda as requested. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the

MOTION CARRIED

Economic Development Assistant Director Robyn Sellers presented the following staff report:

Program Year 2019 Community Development Block Grant Council Allocation Workshop

2019 Program Year Community Development Block Grant HUD Allocation - $796,464.00

Funding Structure for CDBG Programs is as Follows:
Administration and Planning – Capped at 20%
Public Service Activities – Capped at 15%
Non-Public Service Activities – Remaining 65%

Administration and Planning
Recommended at - $155,866.02 (19.57%)

The CDBG Administration and Planning budget is intended to cover the overall program management, coordination, monitoring, and evaluation to include, but is not limited to, the following types of activities:

- Preparing program budgets, schedules and amendments;
- Evaluating program results against stated objectives;
- Coordinating the resolution of audit and monitoring findings;
- Developing systems for assuring compliance with program requirements;
- Monitoring program activities for progress and compliance with program requirements;
- Preparing reports and other compliance documents related to the program for submission to HUD; and
- Developing interagency agreements and agreements with subrecipients and contractors to carry out program activities.

Program Administration does not authorize the following:
• Political activities
• The acquisition, construction, or reconstruction of space in a government office building for staff administering the grantee’s CDBG, UDAG, Rental Rehabilitation, HoDAG, or HOME programs, since CDBG funds may not be used to assist “buildings for the general conduct of government.” See the section on Public Facilities and Improvements for more information on this limitation.
• Staff and overhead costs directly involved in carrying out activities eligible under §570.201 through §570.204, since those costs (often referred to as “activity delivery costs”) are eligible as part of such activities.

This year’s administration and planning budget will provide funding for the following:
• Community Development Program Manager - 1 FTE
• Community Development Specialist - .15 FTE
• Administration Assistance - .5 FTE

**Public Service Activities**
Recommended at - $111,504.96
The 6 Public Service applications were reviewed objectively and scored by a 5-person review committee. The objective of the review committee is to provide feedback on the overall quality of the grant applications as submitted. Council should consider the recommendation of the review committee as well as the presentation of each Public Service applicant.

**Saint Alphonsus – Meals on Wheels** - $35,000.00 - Providing hot meals to homebound Senior Citizens 5 days a week and weekends as needed.

**Advocates Against family Violence** – $67,374.00 - Providing up to 3 months’ rent subsistence payments for Nampa Residents.

**CATCH of Canyon County** - $20,000.00 – Providing Rapid Rehousing activities to Nampa residents using a Housing First Model. Support utilizes three pillars focused on Housing, Case Management, and Financial Independence Services.

**The Salvation Army** – $40,000.00 - Providing Rapid Rehousing activities to Nampa residents. The program participants engage in case management to help them overcome homelessness by providing accountability, encouragement, skills building and a source of information for referrals.

**Boys and Girls Club** - $30,000.00 – Create and run a week summer camp program to be held at Iowa Elementary. Expanding service to South Nampa area.

* **Nampa Family Justice Center** - $25,000.00 – Provide short term sheltering activities for individuals and/or families who have been victims of domestic violence.
  * The Nampa Family Justice Center – Sheltering project is directly tied to The Salvation Army’s shelter remodel application under Non-Public Service activities. If the Nampa Family Justice Center Public Service activity is not funded, then the Salvation Army Remodel project should not be funded. The CDBG program requires that if a program
is funded then there should also be the delivery of the benefit. Without the sheltering activity the remodel activity will have no benefit to deliver.

**Non-Public Service Activities**

This year we received 10 Non-Public Service Activities for a total of $1,076,604.46 funds requested. This program year we will have $529,093.02 available for allocation.

* **The Salvation Army** – (Room Remodel) - $89,946.00  
Remodel 3 rooms in the Salvation Army warming shelter to utilized for the sheltering of victims of domestic violence on a short-term basis. These rooms would be dedicated to receiving the families.

* If Nampa Family Justice Center Public Service application is funded then we would be required to fund the Salvation Army Remodel project for there to funding and delivery of the benefit.

**The Nampa Family Justice Center** - $81,637.72  
Remodel the basement in order to move the Crimes Against Person’s Unit into the newly remodeled space. NFJC will then occupy the vacated space on the main floor consolidating services into the main floor.

Previous Program Years Funds Awarded for Remodel to Nampa Family Justice Center:  
2018 - $446,849.00 – Roof Remodel  
2017 - $208,143.00 – Basement and Main Floor Remodel  
2014 - $52,380.00 – ADA Accessibility, Safety Upgrades, and HVAC Upgrades  
Total to Date = $707,372.00

**Public Works Funding Priorities**

1st Priority - Orchard Avenue Pedestrian Improvements – $81,637.72 – Removal and installation of 4 new pedestrian ramps, curb, gutter, sidewalk, and thermoplastic pedestrian crossings. Located within the upcoming fiscal year asset management zone. Also, near a school and safety and accessibility would be improved.

2nd Priority - 1st Street South and 13th Ave South Improvements – $235,785.00 – Replacing deteriorating sidewalk, curb, gutter, pedestrian ramps, drainage facilities, and fire hydrant. Recent improvements made by a developer on the southeast corner to improve accessibility around his property. This property provides Section 8 housing and the improvement project will help the nearby low-moderate income residents.

3rd Priority – 1st Street South and 12th Ave South Improvements – $235,785.00 - Replacing deteriorating sidewalk, curb, gutter, pedestrian ramps, and drainage facilities. Not located within the upcoming fiscal year’s asset management zone.

**Parks Funding Priorities:**
1st Priority – Lions Park Shelter - $108,000.00 - Due to the poor condition of the current picnic shelter, and the high demand for use, we request CDBG funding to replace the old picnic structure at Lions Park.

2nd Priority – Lions Park Playground - $70,000.00 - The playground needs replacement due to age, wear and tear. This playground is no longer produced, and repair parts are no longer available. The Parks Department plans on removing the current unit and installing a new playground structure that will meet the community's current and future needs.

Community Development Staff Applications
This year the Community Development Staff has submitted 3 applications, in which, the activities will be delivered by Community Development Staff. Although the activities will be delivered independently of one another, for the purposes of funding allocation there should be additional consideration given to the impact each program will have upon the other. If all three Community Development applications are funded as recommended the resulting full-time employee funding would be as follows:

<table>
<thead>
<tr>
<th>Activity</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Development Specialist</td>
<td>.70</td>
</tr>
<tr>
<td>Home Loan Repair Program</td>
<td>.15</td>
</tr>
<tr>
<td>Brush-Up Nampa Program</td>
<td>.15</td>
</tr>
<tr>
<td>Sidewalk Repair Program</td>
<td>.15</td>
</tr>
</tbody>
</table>

When making recommendations for funding we ask that consideration be given to the capacity of the Community Development proposed staffing required to deliver the activity.

Home Loan Repair Program – The program provides low to zero interest loans to low-income qualifying homeowners to make health and safety repairs to their homes. Improvements can include, but are not limited to, sewer lines, Water line, roof, furnace, water heaters, and ADA improvements. CDBG has administered this program since 2012 and has a portfolio of loans that provide program income (payments and payoffs) back to the CDBG program.

Recommended at - $100,112.54
Anticipated Program Income - $40,000.00
Budgeted Salary Required for Activity Delivery
Community Development Specialist - .70 FTE

Brush-Up Nampa Program – Program utilizes volunteer teams to paint the homes of Low-to-Moderate Income Senior Citizens and physically handicapped homeowners within the City of Nampa.

Recommended at - $15,734.00
Budgeted Salary Required for Activity Delivery
Community Development Specialist - .15 FTE
Sidewalk Repair Program – Work with the prior year’s LID census tract to offer a no interest/no payment 5-year forgivable loan for the repair or replacement of the sidewalk for very low-income qualifying homeowners within the City of Nampa.

Budgeted Salary Required for Activity Delivery
Community Development Specialist - .15 FTE

Below is a recommendation for Public Service and Non-Public Service Activities based on the proposed motion at the June 3rd Special Council Workshop. It was proposed to fund the Salvation Army Remodel project to create three rooms to be utilized for sheltering activities conducted by the Nampa Family Justice Center. As previously stated, we cannot fund one without the other and as such we have made the following recommendation for funding allocation:

<table>
<thead>
<tr>
<th>2019 Program Year Grant Allocation</th>
<th>$ 756,464.00</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Adminstration</th>
<th>Adopted Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG Administration and Planning</td>
<td>$ 155,866.02</td>
</tr>
<tr>
<td>Max Available 20% Cap</td>
<td>$ 159,292.80</td>
</tr>
<tr>
<td>Difference</td>
<td>$ 3,426.78</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Public Service Activities</th>
<th>Allocation</th>
<th>Requested Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Saint Alphonsus - Meals on Wheels</td>
<td>$ 35,000.00</td>
<td>$ 35,000.00</td>
</tr>
<tr>
<td>2 Advocates Against Family Violence</td>
<td>$ -</td>
<td>$ 67,374.00</td>
</tr>
<tr>
<td>3 CATCH of Canyon County</td>
<td>$ 20,000.00</td>
<td>$ 20,000.00</td>
</tr>
<tr>
<td>4 The Salvation Army</td>
<td>$ 40,000.00</td>
<td>$ 40,000.00</td>
</tr>
<tr>
<td>5 Boys and Girls Club</td>
<td>$ -</td>
<td>$ 30,000.00</td>
</tr>
<tr>
<td>6 Nampa Family Justice Center</td>
<td>$ 16,500.00</td>
<td>$ 25,000.00</td>
</tr>
<tr>
<td>Total Public Service</td>
<td>$ 111,500.00</td>
<td>$ 217,374.00</td>
</tr>
<tr>
<td>Max Available at 14% Cap</td>
<td>$ 111,504.96</td>
<td>$ 4.96</td>
</tr>
<tr>
<td>Difference</td>
<td>$ -</td>
<td>$ -</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non Public Service Activities</th>
<th>Allocation</th>
<th>Requested Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salvation Army Remodel Project</td>
<td>$ 89,946.00</td>
<td>$ 89,946.00</td>
</tr>
<tr>
<td>Nampa Family Justice Center</td>
<td>$ -</td>
<td>$ 81,637.72</td>
</tr>
<tr>
<td>1st Street South &amp; 12th Ave S Improvements - Public Works 3rd Priority</td>
<td>$ -</td>
<td>$ 235,785.00</td>
</tr>
<tr>
<td>Orchard Avenue Pedestrian Improvements - Public Works 2nd Priority</td>
<td>$ 98,520.00</td>
<td>$ 98,520.00</td>
</tr>
<tr>
<td>1st Street South &amp; 13th Ave S Improvements - Public Works 1st Priority</td>
<td>$ -</td>
<td>$ 235,785.00</td>
</tr>
<tr>
<td>Lions Park Shelter - Parks 1st Priority</td>
<td>$ 108,000.00</td>
<td>$ 108,000.00</td>
</tr>
<tr>
<td>Lions Park Playground - Parks 2nd Priority</td>
<td>$ 70,000.00</td>
<td>$ 70,000.00</td>
</tr>
<tr>
<td>Housing Repair Loan Program</td>
<td>$ 100,112.54</td>
<td>$ 100,112.54</td>
</tr>
<tr>
<td>Brush-Up Nampa</td>
<td>$ 15,734.00</td>
<td>$ 15,734.00</td>
</tr>
<tr>
<td>Sidewalk Repair Program</td>
<td>$ 41,084.20</td>
<td>$ 41,084.20</td>
</tr>
<tr>
<td>Total Non-Public Service</td>
<td>$ 523,396.74</td>
<td>$ 1,076,604.46</td>
</tr>
<tr>
<td>Total Non-Public Service Available</td>
<td>$ 5,701.24</td>
<td>$ 5,701.24</td>
</tr>
<tr>
<td>Total 2019 Entitlement Grant</td>
<td>$ 796,464.00</td>
<td></td>
</tr>
<tr>
<td>Admin Cap (20% max) = $159,292.80</td>
<td>$ 159,866.02</td>
<td></td>
</tr>
<tr>
<td>Total Public Service Cap (14% max) = $111,504.96</td>
<td>$ 111,500.00</td>
<td></td>
</tr>
<tr>
<td>Total Non-Public Service</td>
<td>$ 523,396.74</td>
<td></td>
</tr>
<tr>
<td>Difference</td>
<td>$ 5,701.24</td>
<td></td>
</tr>
</tbody>
</table>
After the 2019 Program Year allocations have been made the Community Development Staff would ask Council to prioritize their two highest priority activities to fund if additional funding should become available.

Economic Development Director Beth Ineck presented the following staff report:

In an effort to address some of the questions and concerns regarding our department’s applications for funding through the CDBG program I have provided additional historical information on the programs, alignment with our required 5-Year Consolidated Plan, HUD Regulations and overall capacities of staff.

**CDBG Program Administration** (20% of allocation cap) $155,866

The Program Administration covers all oversight and compliance of expenditures received by HUD. If this work is not funded through the program administration budget general fund dollars must be used to subsidize the work.

The City is responsible to ensure that all CDBG expenditures are in alignment and conformance with all federal regulations including:

- Environmental Review processes, policies and procedures
- Davis Bacon Wage Determinations and Monitoring
- Sub-recipient contracting and monitoring
- HUD Administrative regulations, continuous training on changes and updates with each new federal administration
- IDIS proficiency
- Fair Housing Regulations understanding and interpretation
- Americans with Disabilities Act understanding and interpretation for requests for reasonable accommodations and project implementation
- Bureau of Consumer Financial Protection Loan Compliance Regulations

**Travel and Training:**

In 2016 the City lost a key person with nearly 20 years of CDBG experience. Through multiple iterations of staffing plans we have finally established a highly competent team that represents the skills we need but lacks some of the technical expertise that only comes through experience and training. Staff turnover throughout the city has had an impact in the depth of technical expertise in the program. Efforts are being taken to partner with our regional communities to bring training programs to the valley to mitigate travel expenses.

Adequate training is critical for the City to not be in jeopardy of being required to pay funds back for ineligible uses and remaining in good status with HUD. Staffing challenges and lack of training is what led to an audit finding in the City’s audit for FY2017. Mismanagement of these funds due to lack of knowledge and training can have significant consequences for the City beyond this single program and can put all other federal grant funding in jeopardy.

**Contractual Services:**

Page 6
Special Council  
June 10, 2019

This year we have been able to utilize consulting expertise to supplement training and ensure federal compliance in the implementation of funds. We have contracted on an as needed basis with a consultant that currently runs the City of Caldwell’s CDBG program. This has allowed us to gain valuable expertise at a very reasonable cost. To date in FY2019 we have utilized $1,096 for these services.

An area that we have budgeted for but not had staff capacity to move forward has been an updated ADA compliance Plan. The city is required to have an ADA compliance plan if we receive any federal funds, not just CDBG. This budget is essentially rolled forward to FY2020 assuming we will not be able to undergo this project in this current fiscal year.

NON-PUBLIC SERVICE ACTIVITY REQUESTS:

Each application for funding of direct service programs includes staffing administration expenditures. HUD regulations do not allow for general program administration dollars to be used for time in direct program delivery. The following three programs are submitted by the Economic Development Department for consideration.

**Brush Up Nampa (Non-Public Service, Housing, no cap) $15,734**

Historically Brush Up Nampa was a program begun in the Code Compliance division of the City. It was paid for completely through donations and budgeted general funds and organized through general funded staff. During the recession and decrease in overall staffing within Code Compliance the program was turned over to Community Development to run and was awarded funding in 2011 through CDBG to support staffing and paint costs. Donations and other general fund dollars support the additional supplies required to make the event happen. In 2011 with the implementation through CDBG we also put in place the federal low-income status requirements for all participants. Staff time funded through the grant award pays for the time necessary to solicit participants and teams, conduct income verification of participants, complete the environmental review process for each house and coordinate all the details required for the event day. Code Compliance still provides staff support on the day of the event.

In addition, every home constructed pre-1978 is tested for lead as part of the environmental review. Any home that tests positive is not eligible for painting through the program by volunteers. The CDBG budget for 2020 does include a small amount to pilot a component to the program to address one lead positive house through professional containment and painting. One aspect to the Nampa Consolidated plan and annual action plan that was questioned by HUD prior to approval of our last plan was a question regarding how we are addressing lead paint in the community. Brush Up Nampa is one of the only programs we actively test for lead paint and have developed the funding for mitigation of a lead paint home to help address this deficiency identified by HUD.

**Critical Needs Housing Repair Loan Program (Non-Public Service, Housing, no cap) $100,112**

CDBG, $40,000 Program Income

The Critical Needs Housing Loan program was first funded in program year 2008. Prior to the creation of the program the city did not have any pro-active programs to address housing needs
within the City. We only funded new affordable housing construction through developer applications and addressed housing challenges through the public service component. This was an area of concern from HUD that we were not addressing housing adequately in our annual action plans in accordance with the needs identified in our 5-year consolidated plan. The City was primarily focused on infrastructure, slum and blight, job creation and public service. The Critical Home Loan Repair program provides a mechanism to address the deficiency of housing programs in the community as well as the deterioration of housing and make repairs to homes that allow primarily seniors to stay living in their houses and retain affordability. In the current application cycle Brush Up and the Critical Needs program are the only two housing projects focused on home ownership and maintaining affordable housing for low income households.

Since the inception of the program staff has completed 51 loans to residents of Nampa who have an average age of 58. These repairs have primarily been to mitigate failed sewer connections, failed roofs, replace heat sources, and make electrical repairs. These are critical elements that if left untreated can lead to the condemnation of the home and loss of homeowner’s insurance. In many instances the recipients of the program are seniors living on very low incomes who have worked their lives to pay off mortgages and now own their homes out right but do not qualify for any traditional financing mechanisms to make these critical repairs. This program is their only option to retain the home in a livable condition. The program is a loan in which we are now realizing the return of previous awards with an estimated $40,000 in program income coming back into the program for 2020 decreasing the CDBG request to $100,112.

The staff time associated with each project is significant. Staff works closely with the homeowner to effectively explain the program, walk recipients through the application process, income verification, detailing the scope of work that needs to be completed, environmental reviews, and serving as the homeowner’s advocate in working through the bid process and finally working with the contractor selected to perform the work. Often the homeowners staff works with have no experience hiring construction contractors to perform work and are very intimidated by the process. We strive to provide excellent customer service through this program when some of our most vulnerable citizens are struggling to survive. This takes significant staff time to accomplish and then to provide ongoing monitoring and servicing of the loans once the work is completed.

Sidewalk Repair Program:

In response to the ongoing challenges the City has faced to improve sidewalk conditions within the City, staff has drafted a program to address sidewalk tripping hazards or lack of sidewalk on residential properties for qualifying low-income families. The program is designed to provide a forgivable loan with 0% interest, if they retain the home for five years the loan is forgiven. At any point the home is sold or re-financed then the loan is paid back in full. The budget allows for 15% of an FTE to identify potential homeowners for participation, work with them through the qualification process, biding of working and construction implementation. It is anticipated with the construction budget proposed that up to 10 homes would be completed.

Community Development Specialist Overview:

The Community Development Division functions with a full-time program administrator, part-time assistant and a full-time community development specialist. The community development
specialist is designed to primarily provide program delivery and has multiple funding allocations to create one full-time position.

This position has a salary between $35,000-40,000 per year dependent upon experience of the candidate and in alignment with the City of Nampa Pay Plan. This is designed as a full-time position with 70% of their time dedicated to the Critical Home Loan Program, 15% of their time to the BUN program and a remaining 15% of time to the general CDBG program administration support with the time necessary to support fair housing, the annual action plan and consolidated annual performance report as it relates to the housing programs. In the event the Sidewalk program is approved the staffing will be adjusted to decrease the amount of time allocated to the CDBG admin portion and shifted to the implementation of the sidewalk program.

Below is a comparison of the salary and benefits paid by the Loan Program over the last three fiscal years and how it compares to FY2020.

<table>
<thead>
<tr>
<th>Loan Program:</th>
<th>FY2020</th>
<th>FY2019</th>
<th>FY2018</th>
<th>FY2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Salary</td>
<td>$28,200</td>
<td>$32,177</td>
<td>$31,183</td>
<td>$31,876</td>
</tr>
<tr>
<td>Total Benefits</td>
<td>$15,993</td>
<td>$17,372</td>
<td>$17,012</td>
<td>$15,040</td>
</tr>
</tbody>
</table>

Without the funding of the Critical Home Loan Program we will not have staff capacity to adequately support a full-time position. The Sidewalk Program and BUN along with the Admin piece would provide 45% of a full-time position. This will limit the availability of staff to assist residents through these programs.

We cannot provide staff support for just the funding of BUN without the other programs also being funded. In addition, we cannot provide staff support for just funding the Sidewalk program without the other programs also being funded.

Ongoing costs to close the Loan Program:

We currently have 31 loans that are open and being serviced by staff. To cease the loan program will not eliminate the funding necessary to support the servicing requirements of the remaining open accounts. Approximately 5 hours per month are utilized to service and monitor compliance with the existing loans and there is a software cost of $5,588 for the loan software used to track all the loans, pay-off amounts, monthly payments, and re-conveyance process.

**West Orchard Avenue Pedestrian Improvements at North Horton Street & West Roberts Avenue**

The City of Nampa Engineering Division would like to pursue CDBG funding in the amount of $98,520.00 to improve pedestrian safety and accessibility along the West Orchard Avenue corridor at North Horton Street and West Roberts Avenue by updating existing, non-compliant, ADA pedestrian ramps and crossings. This will include removal and installation of new pedestrian ramps, curb, gutter, sidewalk, and thermoplastic pedestrian crossings.

The four existing ramps at Orchard & Horton and the two existing ramps at Orchard & Roberts are not ADA-compliant and present a potential danger to disabled users. The ramps are extremely
steep, one exceeding 15% and another 8%, much greater than the ADA limit of a 2% cross-slope and threaten to tip wheelchairs and spill their users onto the ground and into the roadway. The ramps also have large lips at the gutter which are a potential tripping hazard and difficult obstacle for wheelchairs and the blind to maneuver over. The existing painted crossings at the intersection are worn and faded and should also be replaced. This location is also home to Nampa Christian Elementary School & Early Childhood Center on the Southeast corner of Orchard and Horton making improved pedestrian access imperative for children and parents with strollers.

**1st Street South Pedestrian Improvements at 12th Avenue South & 13th Avenue South**

The City of Nampa Engineering Division would like to pursue CDBG funding for two separate intersections in the amount of $235,785.00 each to improve infrastructure in the designated commercial blighted area of downtown and improve pedestrian safety and accessibility at the intersections of 1st Street South & 12th Avenue South, and 1st Street South and 13th Avenue South. This will be done by replacing outdated deteriorating sidewalk, curb, gutter, pedestrian ramps, drainage facilities, and fire hydrants.

The proposed project facilitates the City’s goal to improve the blighted area of downtown by updating the deteriorated infrastructure. The improvements will adhere to ADA requirements, and are part of the City’s Asset Management Plan, the City’s Downtown Streetscapes Plan and the City’s Transition Plan, which is required by Federal ADA Title II.

The intersection of 12th Avenue South and 1st Street South is located in the heart of Nampa’s Historic Downtown and the infrastructure itself is also historic. With 35-year-old concrete and catch basins and 50-year-old fire hydrants, this area is in dire need of infrastructure improvements to eliminate the existing blighted conditions. The pedestrian ramps at this intersection are also unacceptable as they are not ADA compliant and make it difficult for disabled persons to maneuver around our downtown area. These projects will also provide easier access to the existing and future portions of the Downtown Pathway, which will connect to the Stoddard Pathway in the near future through multiple planned connectivity projects. In total each intersection will replace 8 pedestrian ramps, 4 catch basins, and 2 fire hydrants and install new concrete sidewalk, brick pavers, junction boxes, and tree wells including electrical conduit and irrigation services.

If awarded funds, Engineering Division staff will complete the design in-house during the fiscal year 2020 winter months and construction of the project will be completed by the end of FY20. If allocated fewer funds than requested, the project may still be able to move forward by scaling back the scope of work, though the full benefit of the project would not be achieved.

Parks and Recreation Director Darrin Johnson presented the following Staff Report:

Neighborhood parks in Nampa are an important amenity in our community. Citizens gather for reunions, neighborhood events and celebrations. Nampa Picnic shelters are in high demand and are generally reserved weeks in advance for weekend use. Currently, Nampa does not have enough picnic shelters to meet the public demand.
Lions Park is highly used by our community. The landscape is mature and has great character with large trees, a modern playground and vast open space. Due to the poor condition of the current picnic shelter, and the high demand for use, we request CDBG funding to replace the old picnic structure at Lions Park.

It is anticipated that a new shelter would have a life span that exceeds 50 years. The shelter being considered to replace the current dilapidated structure is not extravagant and is just a basic gable style steel framed covering (illustrated below). A new shelter will replace an old worn-down structure from the park and create a more appealing space. Additional shade will be provided because the old shelter does not cover all the picnic tables.

Our request for the shelter is $108,000. Three separate companies gave bids for the described shelter and we do not believe that we can construct the shelter for $80,000 as proposed in the June 3, 2019 meeting. Because the shelter is so basic, there are no frills to cut. However, if $80,000 is all that can be granted through CDBG, we can request other funding for the balance ($28,000) through the City general fund in FY 2020.

Council had discussion on the changes to the allocation since the last council meeting on June 3rd and the reasons for the change in funding request.

MOVED by Bruner and SECONDED by Skaug to approve the Public Service (Saint Alphonsus Meals on Wheels - $35,000.00, Catch of Canyon County - $20,000.00, The Salvation Army - $40,000.00, Nampa Family Justice Center - $16,500.00) funding allocation limit to be 14% of the 2019 CDBG Entitlement Grant for a total of $111,500.00. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the MOTION CARRIED

MOVED by Bruner and SECONDED by Levi to allocate CDBG funds for the Program Year 2019 for Administration and Planning. This motion was withdrawn by Bruner.
MOVED by Bruner and SECONDED by Skaug to approve $155,866.02 for the CDBG Administrative budget and to fund the following Non-Public service projects: Housing Repair Loan Program - $100,112.54, Brush-Up Nampa - $15,734, Sidewalk Repair - $41,084.20, Orchard Avenue Pedestrian Improvements - $98,520.00, Family Justice Center - $81,637.72, Salvation Army Remodel $89,946.00, Lions Park Shelter – Remaining Non-Public Funds. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the MOTION CARRIED

MOVED by Skaug and SECONDED by Rodriquez to allocate up to $60,000 of any remaining Non-Public service funds for sidewalk repair with the remaining funds going to parks. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the MOTION CARRIED

MOVED by Hogaboam and SECONDED by Rodriquez to adjourn the meeting at 7:57 p.m. The Mayor declared the MOTION CARRIED

Passed this 17th day of June 2019.

____________________________________
MAYOR

ATTEST:

____________________________________
NAMPA CITY CLERK
NAMPA AIRPORT COMMISSION
MAY 13, 2019

The meeting was called to order at 5:30 pm by Chairman Aaron Bear

- **Members Present:** Aaron Bear, Mark Miller, Wayne Thiel
- **Members Absent:** Jeff Towner, Dr. David Beverly
- **Ex-Officio Members Present:** Monte Hasl, Airport Superintendent; Jeff Barnes, Deputy Public Works Director; Douglas Waterman, City Attorney

1-Administrative

**Item 1-1 Action Item:** Approval of the minutes from the 04-08-19 meeting.

MOVED by Miller to **approve the minutes** for the **regular** meeting of April 08, 2019 and seconded by Thiel.

Chairman Bear asked all in favor to say aye with all Commissioners present voting **AYE. MOTION CARRIED**

**Item 1-2:** Welcome Wayne Thiel to the Commission. Chairman Bear welcomed Mr. Wayne Thiel to the Airport Commission and asked Wayne to give the Commission a little information about himself.

Wayne introduced himself and noted the following; He was born and raised in Nampa. Went to school in Meridian and attended NNU. He owns a hangar at the Nampa Airport and has been flying for 42 years. Previously he had served for ten years on the Caldwell Airport Commission. He is married, they have four daughters, seven grandchildren and two great grandchildren. He is happily retired after working for twenty years in the glass industry followed by another twenty-five years in the insurance industry.

**Item 1-3:** Commissioner Reports:

Chairman Bear reported, since the last meeting, he and Commissioner Mark Miller attended a preliminary proposal meeting with the Warhawk Air Museum regarding their proposed expansion which is an agenda item for tonight’s meeting.

**Item 1-4a:** Staff Report:

Monte Hasl, Airport Superintendent, presented the following staff report:

- Open Units; Wait List; Fuel Report.
- Airfield Conditions; RWY/TWY & Apron in good shape; RWY/TWY lighting systems operating normally; PAPI operating normally, alignment checked/cleaned; AWOS operating normally.
- Hangar Construction Update; T-Craft –Complete; Blue Max Aviation – Commercial Lot, waiting on final inspections to receive their Certificate of Occupancy. Anticipate holding a grand opening in June.
- Miscellaneous; The Idaho Airport Managers Association (IAMA) conference was April 15/16, Monte and Lynsey attended. Presentations included; AOPA reporting on regional aviation trends; compatible land use; general aviation intelligence briefings; Master Planning discussions. Mike Pape, ITD Aeronautics Director, and FAA representatives
from the Helena Airports District office were in attendance as well; Welcomed Wayne Thiel to the Commission.

- The Happy Valley/Victory Road roundabout, the Highway district held a meeting with the Airport Superintendent, Clair Bowman- City Transportation Planner, T-O Engineers and FAA (via phone). We are still moving forward to complete the land swap for the roundabout. The FAA is requiring an Environmental Assessment (EA) for the land swap. Hopefully a CATEX will meet the EA requirement to complete the land swap for the proposed roundabout.
- Routine Maintenance – Weed sterilant spraying is ongoing; Rodent/FOD (Foreign Object Debris) control on going; Airfield has been mowed; Took possession of new tractor and mower – allowing in house mowing.
- Planned events; EAA Tri-Motor visit – May 13-20. The Tri-Motor arrived today, rides begin on Thursday; CAF B-17 ‘Sentimental Journey’ visit – August 5-12; Warhawk Air Museum Warbird Round-up – August 24/25; Collaborating with The Tower Grill/EAA/Top-Fun Flyers for a Fly-In – May 27 (Memorial Day). Anticipates the Memorial Day fly-in becoming an annual event.

**Item 1-4b:** Jeff Barnes, Deputy Public Works Director (DPWD), DPWD Barnes updated the Commission on transportation projects near the Airport.

Idaho Transportation Department (ITD) has secured 90 million dollars to fund the right of way purchase to extend HWY 16 to I-84 and create an I-84 interchange between Garrity and Ten Mile. The City and ITD are looking at future methods to take traffic from this interchange to the south on McDermott Rd or Robinson Rd to tie into Airport Rd.

The Kings Rd/Garrity intersection; a revised concept design is being worked on. He is working with ITD and the FAA to complete an acceptable design.

39th/Airport Rd/Garrity – In 2011 an Airport Rd/Overland Rd corridor plan was completed to move traffic from Ada County into Canyon County. The plan takes traffic down Overland to Airport with a roundabout at Airport Rd/39th/Municipal Dr to route traffic north to Garrity. Paramatrix is working on a plan to develop 39th Street; widen the roadway, sidewalks, and other needed improvements. Airport Road will then become a dead end at the west end of the Airport. The primary entrance to the Airport will be located at the planned roundabout.

**2-Airport Grant Update**

**Item 2-1:** AIP-29 (*Phase 2 Environmental Study for Purchase of Land in the Runway 11 RPZ*) – Tom Lemenager, J-U-B Engineers, updated the Commission on the Planning for the Environmental Assessment (EA) for the Land Purchase in the Runway 11 RPZ (Runway Protection Zone) Project, Phase 2. Last week the FAA had a conference call with City Staff regarding another upcoming City project. The FAA may have got the wrong opinion regarding the RPZ EA scope of work during this call. J-U-B will iron out the misconceptions on the scope of work for the EA, next month J-U-B will provide another update. The project is progressing slowly due to the FAA legal review team coming back with additional comments regarding the Cultural Resources portion of the assessment.
Item 2-2 Action Item: AIP-31 (Anticipated) (Construct Hangar Taxilanes and Taxiways) - Tom Lemenager, J-U-B Engineers updated the Commission on the Taxiway/Taxilane Extension Project. The bid opening occurred last week. Two contractors submitted bids; Idaho Materials and Construction (IMC)- $522,250.00 and Perkins Construction- $993,454.42. J-U-B reviewed the bids, Idaho Materials and Construction is the apparent reasonable and responsible low bidder. The low bidder, IMC, was about 5.5% above the engineers estimate. The increased cost looks to be related to mobilization fees. J-U-B was surprised that only two bids were received. Nine primes had requested Bid Packages and five primes attended the pre-bid conference. J-U-B does believe the low number of bids is related to the amount of work available in the valley and ITD holding a bid opening the week before for several significant local road projects.

FAA funds are available to complete the entire project.

The Airport Superintendent noted the Bid Award and Contract approval should be pending legal review and FAA concurrence.

MOVED by Miller to Award the Bid and Contract to the apparent low bidder, Idaho Materials and Construction, pending legal review and FAA concurrence, seconded by Thiel.

Chairman Bear asked all in favor to say aye with all Commissioners present voting AYE.

MOTION CARRIED

Item 2-3: AIP-30 (Master Plan Update) –Rick Patton, T-O Engineers, updated the Commission on the 2018 Master Plan. Mr. Patton reported the ALP (Airport Layout Plan) is underway. He is hoping to have a rough draft of the ALP and accompanying chapters to the Commission next month. The Master Plan is on schedule. There has been a good public response. The next big push will be land use. He will be working with City Planners to complete the Land Use Chapter.

3-Airport Business
Item 3-1 Action Item: Tabled - Request from Julie Schelhorn for Airport to resume sales of Electric Gate Remotes– Chairman Bear noted that Julie Schelhorn was not in attendance. Chairman Bear asked if the Commission had time to think about the gate remotes since the last meeting. Chairman Bear feels the Commission should follow the staff recommendation to discontinue remote sales.

Commissioner Miller feels if sales are to resume the cost of remotes should increase. The point-of-sale is an opportunity to educate remote users. Commissioner Thiel has experience with using the remotes as well as those coming in behind him with a remote who continue to hit the button keeping the gate open. He feels training is a good option, the users are adults. He also noted the gates at Nampa are extremely slow to open/close. The Superintendent noted he did have gate sensitivity adjusted today. Hopefully this will help the open/close speed.

The Commission noted that the word is out that remotes could be discontinued permanently. The Commission also discussed how to educate users. The bi-annual newsletter is an option to remind remote users of the rules. The Commission questioned if individual remotes may be disabled. The Superintendent indicated the remote system is all or nothing.
NAMPA AIRPORT COMMISSION  
MAY 13, 2019

The Commission indicated they would like to wait and see if the altercations improve or diminish and then make a decision. Douglas Waterman, City Attorney, noted there is currently a disparity between tenants who have a remote and those who want a remote and are now unable to purchase a remote. City governments across the country are striving to treat everyone or situations equally. He suggested the Commission set specific time frame or date to revisit the gate remote issue to determine if the remotes will be available to all users or discontinued completely.

The Commission decided they will revisit the gate remote topic in three months.

Item 3-2: Request from Northwest Backcountry (NWB) to shift the reservation for their hangar lots south – Clint Shaffer, builder for NWB, addressed the Commission. After last month’s Commission meeting, he and Mr. Lindsay visited the new lot to the north. There is a large Idaho Power junction box in the lot. With the NWB proposed layout, the junction box would impede access to the hangar door for the eastern most hangar. NWB is requesting to shift their reservation back to the original lot location.

MOVED by Miller to shift the lot reservation for Northwest Backcountry south to the lots now identified as 2435 and 2440, seconded by Thiel.

Chairman Bear asked all in favor to say aye with all Commissioners present voting AYE.

MOTION CARRIED

Item 3-3: Request from Northwest Backcountry (NWB) to review the building plans for lots 2435 and 2440 – Clint Shaffer, builder for NWB, presented the preliminary structural building plans to the Commission. As soon as he has the final stamped structural and architectural plans, he will bring those sets to the Airport Administration Office.

The Airport Superintendent reported, in an effort to assist NWB moving forward, we are asking the Commission to approve the building plans contingent upon receipt of the final stamped building plans. Once those sets are delivered to the Administration Office, staff will contact the Commissioners to come to the office to sign the final sets for submission to the Building Department.

Tom Lemenager, J-U-B Engineers, did note he has been working with the Civil Engineer for NWB for the drainage plans. He has not seen the last revision to the drainage plan.

MOVED by Miller and seconded by Thiel, to approve the building plans for NWB for lots 2435 and 2440, the final certified building and drainage plans to be stamped and signed by the Airport Commission upon receipt of the final drawings.

Chairman Bear asked all in favor to say aye with all Commissioners present voting AYE.

MOTION CARRIED

Item 3-4: Request from Skyline Aviation to review Lessor’s Consent and/or Estopple Certificate with Key Bank for lot 0120 - The Airport Superintendent reported to the Commission; Skyline
NAMPA AIRPORT COMMISSION
MAY 13, 2019

Aviation is refinancing the improvement on lot 0120. Key Bank is preparing the documents. Once the final documents are received staff will forward the documents to the City Attorney for review and approval.

MOVED by Thiel and seconded by Miller:

The Airport Commission hereby recommends to City Council they authorize the Mayor to sign the Lessor’s Consent and/or Estopple Certificate with Key Bank for lot 0120, pending legal review.

Chairman Bear asked all in favor to say aye with all Commissioners present voting AYE.

MOTION CARRIED

Item 3-5: Request from Warhawk Air Museum; a) lot 2120 reservation update; b) Museum expansion proposal – Pat Kilroy, Warhawk Air Museum (WAM) Executive Director, addressed the Commission. The Warhawk Air Museum (WAM) moved to Nampa, from Caldwell, at the request of the Nampa City Council. The museum opened in Nampa in 2001 with a 20,000 square foot facility. In 2006 the museum doubled in size to 40,000 square feet. In 2012 the maintenance hangar was built.

Two years ago, WAM requested to reserve lot 2120 for the relocation of their maintenance hangar and additional event parking. WAM currently uses the open lots, 2100 and 2120, east of their facility, for event spillover parking. The museum would like to continue their reservation for lot 2120 with the first right of refusal for the maintenance hangar relocation, however this could change with the proposed expansion layout.

Mr. Kilroy presented the Commission with the proposal to expand the museum to the west of their existing museum facility. The proposed expansion will allow the museum to expand their maintenance program. They are not in favor of remote facilities of any type for the museum. WAM believes the proposed expansion plan to the west is the best solution for WAM. The proposal provides a contiguous museum facility, increased ramp space and expanded vehicle parking.

Mr. Kilroy reviewed the Warhawk’s 2017 Economic Impact Assessment with the Commission. The 2018 adjusted data shows 2.4 million dollars economic impact to the valley. WAM is aware the 2.4 million dollars is not providing a direct impact to the Airport. Mr. Kilroy feels it is reasonable to assume about $50,000 in tax revenue goes directly to the City.

WAM is asking for the support and/or help from the Commission. WAM would like their proposed expansion plan to be reflected in the 2018 Airport Master Plan.

Chairman Bear asked Mr. Kilroy what is WAM’s proposed solution for the four City hangars that would be displaced by the proposed expansion. Mr. Kilroy indicated there is not a specific plan at this time for relocation of the displaced hangars. He is not sure how to proceed with this piece. WAM had not explored the cost of relocation of the hangars as they are unsure if the City would want those hangars replaced.
Commissioner Miller indicated he feels an expansion for WAM is a good deal. However, the first item that will need to be addressed is the relocation of the hangars. He does feel that new hangars will cost more, but there are tenants who would be willing to pay more for a new hangar.

Chairman Bear indicated the plan will displace 31 hangar spaces. These spaces generate an annual revenue of $60,540. He asked Rick Patton, T-O Engineers, for his input regarding the proposal.

Mr. Patton indicated the proposal would impact taxiways/lanes that have been constructed with Federal AIP funds. The FAA would require reimbursement for the funds they have spent on these sections of pavement. He is not sure how the FAA reimbursement process works. Replacement hangars could be built in the “farm area” of the Airport. However, at this time the infrastructure is not in place to support development. Now is the time to investigate the available options to move forward.

Clair Bowman, City of Nampa Transportation Planner, noted in conversations with the FAA, the current FAA administration has very low interest in extending below fair market value (BFMV) lease rates. WAM should plan on full market value (FMV) for the additional leased ground.

Douglas Waterman, City Attorney, indicated the FAA requires all land on an Airport be leased at the same rate. There is an exception for non-profit museums. The exception requires an analysis be done showing the tangible and intangible benefits the museum offers the Airport. The FMV lease rate may then be reduced by the identified tangible amount or benefit. Concurrency is required by the FAA for a sponsor to grant a BFMV land lease. It does not appear that the current WAM lease has concurrency by the FAA. We need to work towards concurrency on the existing lease. WAM will need to provide the justification of the financial benefit to the Airport in order to move forward with the FAA for a BFMV lease.

Chairman Bear indicated the Commission is pro WAM, however, there are some challenges with the FAA and Airport revenue pieces. He feels more time is needed before the Commission approves the expansion proposal.

Commissioner Miller agreed, now is the time to explore an expansion for WAM. Tonight, he is not ready to concur to move forward nor is he ready to say, “not interested”.

Mr. Kilroy proposed an Agreement in Principle to move forward with Airport Master Plan integration and a presentation to City Council. Working groups should be created to create a plan to move forward and then come back to the Airport Commission with ideas and/or issues to move forward with the expansion.

Mr. Patton indicated the proposal could be shown in the 2018 Master Plan. By including the proposed WAM expansion on the Master Plan, WAM will need to be ready to answer all questions related to the proposed expansion. The answers or detailed plans should be in place prior to showing the expansion on the Master Plan.

Including the proposal in the Master Plan does not commit Nampa to the expansion. Showing the proposed WAM expansion on the Master Plan may provide the opportunity to go to the FAA for
future land acquisition. The proposal could be shown on the Airport Layout Plan (ALP) and in supporting text within the Master Plan.

Items that need more evaluation were identified; Infrastructure plans for hangar relocation and a plan for hangar replacement funding.

DPWD Barnes asked what the proposed schedule for the expansion is. Mr. Kilroy indicated WAM would like to break ground in 2024. He anticipates two years for FAA concurrence and another two years for architectural design of the expansion. The expansion would be an evolution of the museum. The museum would become more interactive, child, and education driven.

Mr. Kilroy indicated; WAM’s mission is to educate our world about the cost of freedom and honor those who have paid the price. In 2019 they have forecast 5,800-6,200 child visitors. May 2019, they have 1,100 kids scheduled to tour the museum. The museum has 162 volunteers, 65 of which are very active. The museum is at capacity and currently is housing aircraft outside. They have not even begun to include the post 9-11 military memorabilia.

Mr. Kilroy reiterated WAM would like an Agreement in Principle to proceed and a green light to take the expansion proposal to City Council. He would like to be able to have this same conversation at the City Council level.

Chairman Bear noted the City Attorney had to leave. Mr. Waterman cautioned him; Yes, the Commission could agree in concept however, to not make any changes to the Master Plan at this time without further Master Plan meetings outlining these changes.

Chairman Bear indicated the Commission wants to work with WAM. There are 31 people who are directly impacted by this proposal. Before this plan is “out there” we need answers for those individuals who will be potentially impacted. Commissioner Miller expressed concern if this proposal is to move forward to the Mayor / Council without Commission input and recommendation items could be missed.

Mr. Kilroy indicated at this point going to City Council would be an informational presentation similar to the presentation he made this evening to the Commission. He understands there is an impact on airport tenants and answers are needed for those folks. He is concerned the proposal could stall without forward movement. He would like the Commission’s assistance to keep the expansion proposal moving forward.

Mr. Kilroy indicated WAM relocated to Nampa at the request of the Nampa City Council. The Nampa City Council at the time indicated they wanted the “Museum to become the cornerstone of the Nampa Airport”. Mr. Kilroy advised the Commission to pull the City Council Minutes showing the previous statement. For the past eighteen years WAM has strived to be the cornerstone of the Nampa Airport. WAM has left a lasting impact on numerous visitors.

Clair Bowman indicated, within the Master Plan, hangar space is the current number one need. The City will need to balance the need for hangars as well as the impact of losing hangars to WAM. WAM and the City will need to come to an agreeable compromise for the loss of current hangars.
WAM’s vision will need to be consistent with the Master Plan and the overall needs of the Airport. He also noted, the Commission and WAM need to be prepared, once the proposal goes before City Council for the local news coverage the next day.

DPWD Barnes feels this is a development project that is not quite ready to go before City Council. This is an important tenant development. The logistics need answers before moving forward.

Rick Patton, T-O Engineers, indicated public involvement is a major piece for the development. The proposal needs to address the replacement of hangars before the public find out about the proposed expansion. The Master Plan can show the replacement hangars, the much-needed additional hangars as well the future forecasted need for hangars.

Mr. Kilroy indicated he wants to keep the good relationship with the Airport Commission and museum neighbors. He understands the need to wait a little bit to go to City Council.

Chairman Bear asked T-O Engineers if we can address this proposal in the Master Plan. Would it be an issue if this delayed the Master Plan by a month. Mr. Patton indicated they can easily include the proposal in the Master Plan. At this point there are three to four months before they will be wrapping up the plan.

Chairman Bear also asked the Commission and Mr. Kilroy to consider re-visiting the proposal at next month’s Commission meeting allowing time to identify needed details for discussion to move forward.

Mr. Kilroy indicated he would like a template of how the proposal will look on the Master Plan. Second, a template that identifies the action plan or “chunks” to move forward.

The Commission indicated they would like to revisit the proposal at next month’s meeting. The Commission is supportive of an expansion and WAM should work with Staff to move forward for the next meeting.

Clair Bowman also noted the Mayor has asked for all City Divisions for a business plan this fall. They have been looking at comparable leases rates and the initial perception is that our lease rates are low. Rates could be adjusted by the City. Mr. Bowman indicated he sees the need for “cover” for Airport staff during this evaluation / adjustment. He suggested the Commission consider the use of City staff outside of Airport staff to allow the Airport to maintain the relationship with their tenants.

Chairman Bear again indicated the Commission is supportive of a WAM expansion. In the meantime, staff will be working to identify some of the needed details.

**Item 3-6: Review FY2020 Budget** – The Airport Superintendent reviewed the proposed FY 2020 Airport Budget with the Commission. FY20 operations expenses are budgeted to be quite similar to the current FY 19 operations budget. We do anticipate a 3.3% CPI increase for revenue rates.
NAMPA AIRPORT COMMISSION
MAY 13, 2019

In the expense portion we are requesting the addition of one part-time (19 hours per week) administrative assistant and 750 hours for a seasonal operations employee. Projects we have included on the FY20 budget are: Replacement of the hangar door on building 0140; Increasing non-AIP eligible pavement rehab to $50,000.

Our grants for AIP’s 30 (Master Plan) & 31 (Taxilane Construction) will be substantially complete this fiscal year, we have budgeted for some rollover to FY20 to close out those projects. The RPZ 11 Land Acquisition has been rolled into the FY20 budget. We anticipate a NAVAID and lighting AIP project in FY2020. This project is dependent on the completion of the Master Plan, there is a chance this project could change for FY2020.

The Commission indicated they have no issues with the proposed budget.

MOVED by Thiel and seconded by Miller to approve the FY2020 Airport Budget as presented.

Chairman Bear asked all in favor to say aye with all Commissioners present voting AYE.

MOTION CARRIED

MOVED by Miller and seconded by Thiel to adjourn the meeting.

Chairman Bear asked all in favor to say aye with all Commissioners present voting AYE.

MOTION CARRIED

Chairman Bear adjourned the meeting at 6:59 PM

Passed this 10th day of June 2019

COMMISSION CHAIRMAN

AIRPORT SUPERINTENDENT, SECRETARY
CITY OF NAMPA

NAMPA BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

Minutes of the Regular Monthly Committee Meeting
May 9, 2019

The regular monthly meeting of the Nampa Bicycle and Pedestrian Advisory Committee (NBPAC) was held at Nampa City Hall, City Council Chambers, on Thursday, May 9, 2019, beginning at 4:00 P.M., pursuant to notice duly posted by the City Clerk and provided to the individual committee members by e-mail. Present at the meeting were the following:

Committee Members: LaRita Schandorff, Chair
Present
Bruce Wiley
Philip Peterson
Kasey Ketterling
Jeremy Robbins
Bruce Purcell
Tim Rigsby

City of Nampa Staff: Kristi Watkins, Planning & Zoning
Present
Clemente Salinas, Engineering
Jeff Barnes, Engineering
Cody Swander, Parks & Recreation

Others Present: Joe Barton, Paragon Consulting, Inc.
Braden Cervetti, COMPASS

Approval of Minutes from April 11, 2019 – Motioned, Seconded, Approved.

Additions or changes to the proposed agenda: Chairwoman Schandorff added two items to New Business – Count locations for May & Outreach opportunities for the Bike Ped Plan Update Input Tool

COMMUNICATIONS

May in Motion Events
Proclamation – Chairwoman Schandorff read the Mayor’s proclamation for Bike Walk Week at City Council on May 6.
Schedule of Events – Staff Watkins to send PDF of events out to the group.
Ride of Silence in honor of George Grant who was hit and killed in April on HWY 20/26. His daughter will be speaking to the group at 6:30 on Wednesday, May 15 at Lloyd Square. This is a ride that happens internationally to honor those that have lost their lives while riding within the last year. This is not intended to scare people away from biking, we do this to highlight how important these users are along with everyone else on the rode. As a matter of fact more lives are lost BECAUSE people don’t ride their bikes, than because they are riding on the roadways. Alex Hackett is organizing and routing. Please wear white to be visible and honor the memorial.
OLD BUSINESS

**Update on Bike/Ped/Pathway Plan – Steering Committee Meeting April 24 – Jeff Barnes**

Staff Barnes stated that the steering committee meeting was in April – Stakeholders attended from businesses, school district, irrigation districts, staff, & others. The consultants called in to kick off this meeting. The input tool was launched on May 1 – already have over 65 comments. There will be one more steering committee meeting and then an Open House on August 8 to review the draft of the updated plan.

Staff Barnes and Chairwoman Schandorff reviewed the input tool that will be available on-line through the month of May. There are two parts: The map input tool and the survey. You don’t have to do both, but please try to. You can see comments from others and you can vote on their comments if you don’t want to duplicate. When you click on a comment type link in the Get Started Tab, there is a tutorial at the bottom of the screen. You can drop a pin for the destination or you can draw a route and leave a comment.

Vision and Goals were presented from the Consultants as attachments to the agenda. The Steering Committee was very pleased with this summary of their discussion.

Schedule of the update was attached to the agenda as well. This has a very short time frame. We are hoping to have the update complete by the end of September.

**Airport Pathway Planning – Kristi Watkins, updated map**

Staff Watkins showed the group the map that she and Jeff Barnes determined would be a guideline for areas around the airport where a pathway or sideway would provide a connected route for the public to be able to access the Museum and the Tower Grill and for the those folks that stay at Mission Aviation. If we can get this included in the Updated Plan, we can move forward with requesting funding through FAA and other development opportunities. A separated side path or sidewalk along Happy Valley is the preferred facility to get away for traffic and narrow shoulders. Might be able to weave the pathway through their campus. This is just guidance as to where a pathway connection can be made, the route is not set in stone. There will be a RAB about Municipal and Happy Valley. We will take your recommendation to the Steering Committee for the plan update.

Approved to recommend the Airport Steering Committee that this conceptual pathway route be added to the Airport Master Plan– Kasey Ketterling Moved, Bruce Wiley Seconded, Motion Carried.

NEW BUSINESS

**Outreach for Bike Ped Plan**

Outreach is part of your job as a member of this committee. We feel like maybe folks might need help navigating this map…would anyone be interested or know of places where we can help guide people through this process, like the library and/or senior centers. Bruce P has agreed to be on location at the Farmer’s Market this Saturday, May 11. Tim mentioned Peach Jar with the school district. Kristi will send it to Kathleen at the School District to send to the Computer Teachers and Mayor’s Teen Council and to the Public Participation Committee at COMPASS (1500+ email list). Kristi will email a PDF of the flier to the group. LaRita will deliver fliers to the Bike Shops. Bruce Wiley will put on NextDoor.

**Count Locations for May**

Chairwoman Schandorff are there any ideas for locations for counts.

- There was a location mentioned at the last Active Transportation Workgroup meeting with COMPASS, Schandorff to research
- Staff Swander requested counts at 4th St N and Northside (Old Golf Course has pathway)
- Sunnyside & Constitution
- HWY 45 and Lake Shore (to support HWY district and Lake Lowell Plan)
- Southside & Locust
- Willow Creek Elementary & Smith Ave (White Hawk Sub) (W of Midland)
COMPASS has counters that may assist in some of these locations. Chairwoman Schandorff to reach out to Braden Cervetti at COMPASS to reserve. Braden will set them up. Schandorff also said they still have trail cameras available as well. Please continue to think of other places.

**Pavement Work & Striping Modifications – Clemente Salinas & Joe Barton**

Staff Salinas and Joe Barton had a handout of the maintenance areas and compared them to the Bike Ped Plan for re-striping certain areas after chip sealing. This is just maintenance plan, not a full Project map.

- 1st ST S from Northside to 9th Ave S – Extend Sharrows through this section, makes connection to Front and over to the connection 18th Bike BLVD.
- 7th Ave S – Discussions about Bike Lanes would need to remove parking…needs further discussion before any treatment is finalized.
- Iowa – Some already has sharrows that will be replaced after chip seal and the area at Owyhee Elementary will also get sharrows with the RRFB project. Will happen outside school session.
- Dooley – Shared Lane Markings after chip seal.
- Sunny Ridge – A shoulder bikeway means wider shoulders, but with chip seal we do not widen the pavement so there is no room in some areas to maintain the wider shoulder.
- Blakeslee behind Skyview HS – Doesn’t connect so we aren’t going to sign that. It would be nice to have it as a way for people to get off of Greenhurst and access the ponds. The shoulders on Powerline are dirt/gravel, but do connect to the Wilson Ponds. It does make a connection.

Maybe need to recommend a “Project” map for the Bike Ped Plan update, where we designate a corridor that needs expansion rather than just paint. Maybe those are 20 year projects to get them completed/funded.

Barton stated that 4 of the 7 zones have been reviewed in this way and we do as much as we can with space we have available. Major projects need to be planned and designed beyond what the maintenance could do.

Staff Watkins asked about whether or not we need to be mindful of the Asset Management Schedule when requesting funding and Salinas said that if funding is granted and available to the project could happen outside the schedule. Within the schedule there is usually maintenance and one larger project (depending on budget). Barnes stated that we told Alta to keep the designed projects in the $500,000 range to make it manageable.

Barton updated the group on the Midland re-striping project. It was originally scheduled to go to City Council on June 3, but it has been postponed with no new date yet.

**BIKE LANE PARKING**

Chairwoman Schandorff asked about enforcement of parking in a bike lane? Nampa High School needs a no parking sign in bike lane. Is this enforceable, does it violate an ordinance?

**Next Meeting** = Thursday, June 13, 4:00 p.m., Nampa City Hall Council Chambers.

**Adjournment**

Time: 5:20PM

Bruce Wiley
Secretary

Kristi Watkins
Senior Planner, P & Z Dept.

MINUTES - May 9, 2019
Chairman McGrath called the meeting to order at 6:47 p.m.

Approval of Minutes: Sellman motioned and Kehoe seconded to approve the Minutes of the May 14, 2019 Planning and Zoning Commission meeting. Motion carried.

Report on Council Actions. No City Council members present to report on City Council actions.

Chairman McGrath proceeded to the business items on the agenda. No Business Items on the Agenda.

Chairman McGrath proceeded to public hearing items on the Agenda at 7:00 p.m.

Public Hearing No. 1: Annexation and Zoning to RS-7 (Single Family Residential – 7,000 sq ft minimum lot size) zoning district, and Subdivision Preliminary Plat Approval for Gemstone Subdivision at 3615 Southside Blvd (16 single family detached lots on 5 acres for 3.2 dwelling units per gross acre – a 5 acre or 217,800 sq ft portion of the SE ¼ Section 20 T2N R2W BM), for Mason and Associates, representing Lanco, Inc. (ANN-00119-2019 and SPP-00040-2019).

Chairman McGrath proceeded to public hearing.

David Bills, Lanco Inc, 3401 Montego Way, Nampa – the Applicant:
- Mr Bills explained the application was for annexation and RS-7 zoning for a 5 acre piece of ground and plat that parcel into 16 buildable lots and 3 common area lots.
- Mr Bills suggested the land could be considered infill, as although it had County land next door, there was City annexed property adjacent to the east and west.
- Although RS-7 zoning has been requested, the lots are larger and meet or exceed the RS-7 zoning district requirements and was also designed for compatibility with the adjacent County properties.
- Water and pressurized irrigation, continued Mr Bills was already located in Southside Blvd, and the sewer trunk line, and an easement has been secured for the City.
- Mr Bills noted details have been worked out with staff, and the street name will change to Onyx Ct.
- According to Mr Bills, a modified Landscape Plan had been submitted regarding approved street trees.

Senior Planner Watkins:
- Watkins indicated the location of the subject property, southwest of Ronald Reagan Elementary School.
- The subject property was not currently inside City limits and the applicants were requesting Annexation and RS-Zoning.
• The existing house and shed on the subject property will be removed prior to development, added Watkins.
• According to Watkins, the surrounding properties to the north and south are still in Canyon County and zoned Agricultural, and the properties to the east and west are residentially zoned and inside Nampa City limits.
• The RS-7 zoning designation has been requested for the subject property – designed to accommodate medium density single family developments, with 7,000 sq ft minimum lot sizes.
• The Gemstone Subdivision plat proposes a density of 3.2 units per acre and the minimum lot size is 7,202 sq ft.
• Watkins referred to the City of Nampa policy regarding infill developments.
• The Engineering Division did not require a Traffic Impact Study, advised Watkins, due to the minimal lot counts.
• City utilities are available to the property, and an easement was being obtained for the sewer.
• Watkins reviewed the Preliminary Plat, located on 5 acres, with 16 single family buildable lots and 3 common lots.
• According to Watkins, the proposed lots along the southern boundary were all greater than the required 10,000 sq ft minimum lot size for lot compatibility with a County developed subdivision. The lots to the north and the west are large single family lots with no structures immediately adjacent to the boundary of the subject property, and the plat is deemed compliant for lot compatibility.
• A Revised Landscape Plan has been submitted, stated Watkins, based on staff landscaping comments, and the Landscaping Plan has now been deemed compliant.
• Watkins reviewed the Staff Report, Agency comments, and recommended conditions of approval.
• **Chairman McGrath** inquired how the ingress/egress for Gemstone Subdivision would link up with the Clear Springs Subdivision No. 2 ingress/egress on the east side of Southside Blvd.
• **LaClair** discussed the access policy for the two subdivisions to line up. LaClair noted it would be a small infill development and the City would be willing to entertain a Variance request to the access policy. The Engineering Division had also asked the applicant to review the subdivision to see if there would be any options to pull the alignment closer together.
• **Will Mason, of Mason and Associates** advised the alignment was very close, within 40 ft.

**Chairman McGrath** proceeded to public testimony.

**Kurt Priebe of 3431 Southside Blvd, Nampa.**
• Mr Priebe stated his property was adjacent on the north side of the subject property.
• Mr Priebe questioned if there would be fencing between his property and the approximate 5 or 6 lots that would be located on the south side of his property line. Mr Priebe also questioned what type of fencing would be utilized.

• **Mr Bills** stated fencing was planned along the south side of Gemstone Subdivision, and they were uncommitted on the perimeter fencing on the north side, due to the fact that the existing fence may not be on the property line boundary. Typically, added Mr Bills, things have to be resolved and worked out as the project moves along.
• The existing fence, continued Mr Bills, was in fair condition. The trees along the property line will require a great deal of pruning and clean up and it will then be determined whether to put a fence in now or leave it as part of the homeowner choice.
• Mr Bills stated he understood Mr Priebe wanted to know about the fencing, however, it was difficult at the present time to be specific about the type of fence.
• According to Mr Bills, they would not be tearing out Mr Priebe’s fence.
• Mr Bills noted the trees, at least 200 ft tall, were on the property line and it would be difficult to construct a fence with those trees, and to commit ahead of time without knowing who owns the trees.

**Sellman motioned and Hutchings seconded to close public hearing. Motion carried.**

**Motion 1:**
Van Auker, Jr motioned and Sellman seconded to recommend to City Council Annexation and RS-7 zoning for the 5 acres located at 3615 Southside Blvd, for Lanco, Inc, subject to:
1. Provide a utility easement document and dedication of right-of-way to the City of Nampa Engineering Department
3. Provide revised street names as per memo from Craig Wilbur dated April 30, 2019.
4. Provide top of foundation wall or finish floor elevation, on the construction plans prior to final plat approval.
5. Apply for Right-Of-Way and Erosion Control Permits with the City of Nampa.
6. The utilities for the Development shall be completely installed and able to deliver service prior to any Building Permits being issued within the development. The water shall be sufficient in volume and pressure to provide sufficient adequate fire suppression for the Development in accordance with Fire Department policy or International Fire Code requirements as applicable.
7. Notes Correction(s): Developer’s engineer shall correct any spelling, grammar, punctuation and/or and numbering type errors that may be evident on the plat face and/or in the proposed plat development notes.
8. Any exceptions to City adopted subdivision design standards shall/will require separate design [exception] approval from the City Council.
Motion carried.

Motion 2:
Van Auker, Jr motioned and Hutchings seconded to approve the Preliminary Plat for Gemstone Subdivision at 3615 Southside Blvd for 16 residential lots and 3 common lots, subject to:
1. Provide a utility easement document and dedication of right-of-way to the City of Nampa Engineering Department
3. Provide revised street names as per memo from Craig Wilbur dated April 30, 2019.
4. Provide top of foundation wall or finish floor elevation, on the construction plans prior to final plat approval.
5. Apply for Right-Of-Way and Erosion Control Permits with the City of Nampa.
6. The utilities for the Development shall be completely installed and able to deliver service prior to any Building Permits being issued within the development. The water shall be sufficient in volume and pressure to provide sufficient adequate fire suppression for the Development in accordance with Fire Department policy or International Fire Code requirements as applicable.
7. Notes Correction(s): Developer’s engineer shall correct any spelling, grammar, punctuation and/or and numbering type errors that may be evident on the plat face and/or in the proposed plat development notes.
8. Any exceptions to City adopted subdivision design standards shall/will require separate design [exception] approval from the City Council.
Motion carried.

Public Hearing No. 2:
Conditional Use Permit for a 40-Unit Senior (55+) Apartment Project (two 6-unit buildings, two 7-unit buildings, and one 14-unit building) in an RP (Residential Professional) zoning District adjacent and east of 416 W Greenhurst Rd. (Parcel R32179010 – a 2.60 acre portion of the SE ¼ Section 33, T3N R2W BM), for Taylor Schmidt, Schmidt Investments, LP (CUP 135-2019).

Chairman McGrath proceeded to public hearing.

Taylor Schmidt of 2402 W Pleasanton, Boise – the applicant:
- Mr Schmidt stated the subject property was vacant land, currently zoned RP (Residential Professional).
- In order to build multi-family residential development, stated Mr Schmidt, a Conditional Use Permit was required.
- The intent, added Mr Schmidt, was to build a community strictly for seniors, and keep it affordable.
- The units will be single story, attached, with 2 bedrooms, 2 baths, in the 800 to 950 sq ft range.
- According to Mr Schmidt, there was a large need for senior housing in the Nampa area that was not subsidized.
- Kehoe inquired about the property to the north and Mr Schmidt replied it was a facility for seniors and would be compatible with the proposed development.

Principal Planner Ashby:
- The request, explained Ashby, was for a Conditional Use Permit for the multi-family residential project for seniors.
- Ashby noted the surrounding land uses, to the north the Well Spring Health and Rehabilitation Cascadia, a facility for senior housing and care. To the south, was the South Middle School, to the east a 4.46 acre residential lot, and to the west an RS-6 (Single Family Residential – 6000 sq ft minimum lot size) zoned 1.14 acre lot.
• The Comprehensive Plan, continued Ashby, designated the area as Medium Density Residential, which allows for 4 to 9 dwelling units per acre.
• The criteria for approval of a Conditional Use Permit requires the use to be compatible with, and not adversely impact, the livability or appropriate development of the surrounding neighborhood.
• Water and sewer utilities were located to the south, reported Ashby, and irrigation was already stubbed into the property.
• The applicant was seeking two access points on to W Greenhurst Rd. The Engineering Division has stated the development will have to meet the requirements and standards for access established by City Code.
• Frontage improvements would also be required, added Ashby.
• The letter received from Nampa and Meridian Irrigation cautions that if any surface drainage leaves the site, NMID will require a land use change application for review prior to final platting.
• Correspondence was also received from ITD, stating the property did not abut a State highway, therefore, ITD did not oppose the application.
• Nampa Highway District No. 1 also indicated they have no concerns regarding the project.
• The Comprehensive Plan, stated Ashby, really encourages infill development, and the subject property was in an area surrounded by City development, and prime for infill development as described in the Comprehensive Plan.
• The Comprehensive Plan also calls out the need for diversifying Nampa housing stock, stating the City of Nampa aims to foster diversity in housing within the community.
• Ashby reviewed the Staff Report and recommended conditions of approval.
• Chairman McGrath inquired about the access and outlet from South Middle School on to W Greenhurst Rd
• LaClair replied the Engineering Division was comfortable with the proposed ingress/egress points and noted a senior housing facility would have different traffic patterns than other subdivisions and he did not foresee any issues with interfacing with the school access.
• The proposed project access spacing, continued LaClair meets the City access policy.

Chairman McGrath proceeded to public testimony.

Michael J Thompson of 12376 S Essex Way,
• Mr Thompson stated he still owned the 212 W Greenhurst Rd property and his parents own the 218 and 302 W Greenhurst properties.
• Mr Thompson noted pressurized irrigation was stubbed into the subject property and noted the locations of the existing gravity irrigation.
• According to Mr Thompson, he wanted to make sure the Engineering Division had taken into account the gravity irrigation water the adjacent properties needed.
• Mr Thompson also inquired about a fence for the eastern boundary of the subject property.

Elizabeth Moote of 412 Fall Drive, Nampa:
• Ms Moote stated her property was located west and adjacent to the Well Spring facility and she was very familiar with the area.
• Ms Moote inquired how the living units would be arranged, and were they two story or single story.
• Ms Moote also questioned if there would be a street within the proposed development that would connect to the Well Spring facility.
• According to Ms Moote, the traffic from the school gets very backed up at times and noted that cars turning out could cause some issues.
• Ms Moote also questioned how much back yard the proposed living units would have.

Mr Schmidt responded to the questions raised.
• The fence, advised Mr Schmidt, would be a 6 ft privacy fence on the east, north and west boundaries of the development.
• The homes would be single story, added Mr Schmidt. The homes along the perimeter of the development would have a one car garage, and the units on the inside would have one carport parking space and one surface parking space.
• The living units would not be sold, stated Mr Schmidt, they would be rental units.
• The back yards would be approximately 15 ft deep.
• Mr Schmidt stated there would be no access drive or road to the Wellspring facility to the north.

**Dan Lardie of Leavitt & Associates, 1324 1st St S, Nampa,**
Mr Lardie stated there was a pressurized irrigation line coming into the middle of the property which then goes into a gravity situation. The intent, added Mr Larvie, was to continue the gravity irrigation to all of the existing homes, unless an agreement was worked out with them individually.
• The owner had discussions regarding making things a little more user friendly for the neighbors regarding how they obtain their irrigation and how it gets delivered.
• In response to a question from Chairman McGrath, Mr Lardie confirmed no one’s access to irrigation water would be impeded.

• Kehoe inquired if the living units would be painted different colors in order to make it easier for residents to identify their living unit.
• Mr Schmidt replied they had not picked out colors yet and would probably not be painting each individual living unit a different color, but would possibly be painting each building in a different color scheme.
• Mr Schmidt stated all the maintenance would be taken care of by the owner/management of the development.

• LaClair responded to a question from Chairman McGrath regarding the irrigation. LaClair stated discussions had taken place with Leavitt Engineers and they were in the process of formulating a solution. By law, added LaClair, they are required to maintain water delivery and access to the irrigation water.

Kropp motioned and Sellman seconded to close public hearing. Motion carried.

Kehoe motioned and Hutchings seconded to approve the Conditional Use Permit for the 40 unit Senior Apartment project in an RP zone at 416 W Greenhurst Rd for Taylor Schmidt, subject to:
1. Generally, the Applicant/Development shall:
   a) Comply with all City department, division or outside agency requirements pertinent to this matter.
2. Specifically, the Applicant/Development shall:
   a) Comply with all conditions stated by the City of Nampa Engineering Division letter dated May 9, 2019.
Motion carried

**Public Hearing No. 3:**
Conditional Use Permit for a Vape Store in a GB-1 (Gateway Business 1) Zoning District at 5842 E Franklin Rd. (A portion of a 1.1 acre parcel situated in the SW ¼ of Section 7 T3N R2W BM and part of Tax 05814 in Lot 1, Block 8, Idaho Center) for Vape Strong, LLC, D.B.A. - Vape. (CUP-00136-2019)

Chairman McGrath proceeded to public hearing.
**Ryan Muckenthaler 1676 S Blacksmith Pl, Meridian – representing the applicant:**
• Mr Muckenthaler considered the Vape Strong, LLC operation to be straightforward and the proposed location would the 21st store for the company, and all of them are located in Idaho.
• The majority of the stores are in the Treasure Valley.
• The company has been in business for 6 years, added Mr Muckenhaler.
• The stores, stated Mr Muckenhaler, do not provide any sort of lounge experience for any of the consumers.
• There are approximately 100 transactions per store, bringing a lot of business to the area.
• According to Mr Muckenhaler, the company approach was extremely professional, with a very disciplined crew, all of the operations are very uniform, and the signs are made by a local company.
• Mr Muckenhaler discussed the camera and alarm systems for the proposed business.
• Mr Muckenhaler emphasized the proposed business would be a strictly retail shop, with no production of any products in the shop, everything would be purchased and sold retail in the store, specifically electronic cigarettes and vape.
• **Kehoe** inquired about some of the vape flavors being more potent and containing more nicotine than some of the others and questioned why flavors would vary in the amount of nicotine.

• **Mr Muckenthaler** replied their manufacturing facility in Garden City produced the vapor on a large scale and the only thing that could affect the nicotine in any given flavor would be the amount of nicotine put in the vapor.

• **Kehoe** questioned the cinnamon flavor as being one of the worst flavors.

• **Mr Muckenthaler** replied the cinnamon flavor may have additional side effects as an irritant to lungs.

• All the flavors, added Mr Muckenthaler, were purchased through national brands and go through the proper testing channels to insure the product was appropriate.

**Principal Planner Ashby:**

• Ashby indicated the location of the proposed business on the north side of E Franklin Rd. To the south, added Ashby, was Walmart, to the north was the Hampton Inn and Suites, and to the east and west were office and retail businesses, with the Idaho Center to the far north.

• The zoning for the subject property, added Ashby, was located in the GB-1 (Gateway Business – 1) zoning district.

• In the Land Use Chart in the Zoning Code, advised Ashby, there was no designation for a vaping store, however it states the Director or designee shall interpret the appropriate district for land uses not specifically listed and where a use is proposed and ambiguity exists concerning appropriate district or procedure, said use may be established by obtainment of a Conditional Use Permit.

• Additionally, a vape store was close in purpose to a tobacco store and that use requires a Conditional Use Permit in the GB-1 zoning district.

• The Comprehensive Plan designates the subject area as Highway Commercial, with high volumes of traffic and people.

• The location of the proposed vape store, advised Ashby, had always been indicated as GB-1 zoning district and previously occupied for retail purposes.

• Ashby reviewed the Staff Report and noted Chapter 25 of the Zoning Ordinance states the criteria for approval.

• Ashby noted the recommended conditions of approval for the Conditional Use Permit.

• Ashby explained there would be a 15 day Appeal period if the Conditional Use Permit were to be approved.

**Chairman McGrath** proceeded to public testimony.

No public testimony forthcoming.

**Kropp motioned and Sellman seconded to close public hearing. Motion carried.**

Van Auker, Jr motioned and Miller seconded to approve the Conditional Use Permit for a Vape Store at 5842 E Franklin Rd, for Vape Strong, LLC, d.b.a. Vape, subject to:

1. All requirements of the Nampa Fire and Building Departments regarding Vape Store use shall be satisfied.

2. The Conditional Use Permit is issued for the life of the commercial unit as a Vape Store.

Motion carried.

Meeting adjourned at 8:05 p.m.

Norman L Holm, Planning Director ______________________ __________________________

:sm
At the time of Publication This Item Had no Supporting Documentation
At the time of Publication This Item Had no Supporting Documentation
At the time of Publication This Item Had no Supporting Documentation
CONSENT TO BID
HOLLY STREET PEDESTRIAN IMPROVEMENTS

- In FY18 City Council authorized $100,128.00 in Community Development Block Grant (CDBG) funding to install pedestrian improvements along Holly Street at the intersections of East Washington Avenue and East Lincoln Avenue (see exhibit “A”).

- The project will improve walkability and accessibility at the intersection as neighborhood residents as well as students currently must navigate over abrupt curbs and uneven surfaces.

- Improvements will include new pedestrian ramps as well as curb, gutter, and sidewalk repair.

- City of Nampa Engineering Division has completed the design and will complete the construction observation of the project, saving an estimated $14,400.00 in Consultant costs.

- The estimated project costs are as follows:
  
<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design (In-House)</td>
<td>$ 0.00</td>
</tr>
<tr>
<td>Construction Management &amp; Inspection Services (In-House)</td>
<td>$ 0.00</td>
</tr>
<tr>
<td>Construction (CDBG)</td>
<td>$47,987.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$47,987.00</strong></td>
</tr>
</tbody>
</table>

- The estimated project cost is lower than the amount awarded due to a reduction in scope. The intersection of Holly Street and East Roosevelt Avenue was deemed ineligible for the use of CDBG funds, thus it has not been designed nor will it be improved at this time.

REQUEST: Authorize Engineering Division to proceed with the formal bidding process for the FY19 Holly Street Pedestrian Improvements project.
CITY OF NAMPA
CANYON COUNTY, IDAHO
HOLLY STREET PEDESTRIAN IMPROVEMENTS
- SEC. 3, T.3N., R.2W. -

VICINITY MAP
EXHIBIT A

PROJECT LOCATION
PROFESSIONAL SERVICES AGREEMENT
Stoddard Path Extension Phase 1, ITD Key No. 22050
Stoddard Path Extension Phase 2, ITD Key No. 22070
(As Approved in FY19 Budget)

• The City secured grant funding through the Transportation Alternatives Program (TAP) funds, administered by the Local Highway Technical Assistance Council (LHTAC), to extend the Stoddard Path from Iowa Avenue to Amity Avenue (Phase 1), and from Amity Avenue to Sherman Avenue (Phase 2) (see Exhibit A).

• The State Local Agreements for both Stoddard Path Extension projects were previously approved by Council. Stoddard Path Extension Phase 1 was approved on December 3, 2018, Stoddard Path Extension Phase 2 was approved on March 4, 2019.

• The project is funded 92.66% with Transportation Alternatives Program funds secured through COMPASS with the City of Nampa providing 7.34% match using streets funds. Total project cost is currently estimated at $1,072,000 for both phases, $533,000 for Phase 1 and $539,000 for Phase 2.

• The project design has been advanced in COMPASS’ Transportation Improvement Program for design in FY2019 and construction in FY2020.

• The Stoddard Path Extension projects will incorporate the following improvements:
  o Phase 1 improvements include an extension of the Stoddard Pathway, drainage swales, pressure irrigation installation, and pedestrian improvements.
  o Phase 2 improvements include an extension of the Stoddard Pathway, restrooms, parking lot, pressure irrigation installation and pedestrian improvements.

• Three consultant firms were requested to complete a Request for Information (RFI) process. TO Engineers, Inc. was selected to perform consultant services for the design of the Stoddard Path Extension projects 22050 and 22070.

• TO Engineers, Inc. has provided a professional services agreement that includes a scope of work and labor estimate to provide design and bidding services, for both Stoddard Pathway Extension projects, in the amount of $99,400.00 (see Exhibit B).

• Consultant design fees will be funded through the FY19 Parks Budget; as budgeted. Upon payment of consultant fees, reimbursement of 92.66% will be requested from ITD.

• Engineering Division has reviewed the Scope of Work and Labor Estimate and recommends approval.

REQUEST: Authorize Mayor and Public Works Director to sign the Task Order for Professional Services between the City of Nampa and TO Engineers, Inc. for the Stoddard Path Extension Phase 1 (Key Number 22050) and Stoddard Path Extension Phase 2 (Key Number 22070) in the amount of $99,400.00 Time and Materials Not to Exceed.
Stoddard Pathway Extension
Phase 1, Iowa Ave to Amity Ave
Phase 2, Amity Ave to Sherman Ave
Exhibit A

For illustrative purposes only.
6/5/2019
THIS AGREEMENT is made and entered into this _____ day of __________________, ________, by and between the CITY OF NAMPA, whose address is 411 Third Street South, Nampa ID 83651, hereinafter called the "Sponsor," and T-O ENGINEERS, INC., whose address is 2471 S. Titanium Place, Meridian, ID, 83642, hereinafter called the "Consultant."

RATIFICATION

The Idaho Transportation Department, representing the Federal Highway Administration on all local federal-aid highway projects, is authorized to ratify all agreements for engineering services entered into between sponsoring local agencies and their retained consultants. All references to State used hereafter shall denote the Idaho Transportation Department.

NOW, THEREFORE, the parties hereby agree as follows:

The work covered by this Agreement is for the following project(s):

<table>
<thead>
<tr>
<th>PROJECT NAME</th>
<th>PROJECT NO</th>
<th>KEY NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>STODDARD PATH EXT PH 1, NAMPA</td>
<td>A022(050)</td>
<td>22050</td>
</tr>
<tr>
<td>STODDARD PATH EXT PH 2, NAMPA</td>
<td>A022(070)</td>
<td>22070</td>
</tr>
</tbody>
</table>

I. SUBCONSULTANTS

The Sponsor approves the Consultant's utilization of the following Subconsultants:

Strata, Inc.

II. AGREEMENT ADMINISTRATOR

This Agreement shall be administered by Amanda LaMott, TAP/Safety Engineer, LHTAC; (208) 344-0565; or an authorized representative.

III. DUTIES AND RESPONSIBILITIES OF CONSULTANT

A. DESCRIPTION OF WORK

The Consultant shall provide professional services as outlined in the attachment(s) and as further described herein.
1. The following attachments are made a part of this Agreement:

   a. Attachment No. 1L is the Consultant Agreement Specifications which are applicable to all agreements.

   b. Attachment No. 2 is the negotiated Scope of Work, Cost Estimate, and Man-Day Estimate.

   In the case of discrepancy, this Agreement shall have precedence over Attachment No. 2, and Attachment No. 2 shall have precedence over Attachment No. 1L.

2. Per Diem will be reimbursed at the current approved rates. These rates are listed at http://itd.idaho.gov/business/?target=consultant-agreements.

IV. DUTIES AND RESPONSIBILITIES OF SPONSOR AND/OR STATE

The Sponsor and/or State shall provide to the Consultant, upon request, copies of any records or data on hand which are pertinent to the work under the Agreement.

V. TIME AND NOTICE TO PROCEED

A. The Consultant shall start work under this Agreement no later than ten (10) calendar days from the receipt of the written notice to proceed with the work. The Consultant shall complete all work by 5/30/2020.

B. The Consultant shall remain available to perform additional work for an additional sixty (60) days or until the Agreement is closed out, whichever comes first.

VI. BASIS OF PAYMENT

A. Payment Basis: Cost Plus Fixed Fee

B. Compensation Amount

1. Not-To-Exceed Amount: $99,400.00

2. Additional Services Amount: $0.00

3. Total Agreement Amount: $99,400.00

C. Fixed Fee Amount: $9,948.00 (This is included in the Total Agreement Amount.)

D. Approved Overhead Rates for Prime Consultant and Subconsultants

T-O ENGINEERS, INC. 120.19%
STRATA, INC. 172.01%
E. Reasonable increases in labor rates during the life of this Agreement will be accepted. Payroll additive rate, general administrative overhead rate, and unit prices are subject to adjustment during the life of this Agreement based on audit and negotiations. If the State approves an adjustment to the overhead rate or unit prices, the Consultant must then submit a written request to the Agreement Administrator requesting use of the approved rate(s) on this agreement. If the new rate(s) are accepted by the Agreement Administrator, they shall apply from the date the written request was made to the Agreement Administrator. An adjustment shall not change the Not-To-Exceed amount of the Agreement. For projects of duration greater than two years, the Not-To-Exceed amount be negotiated. In no case will rates be adjusted more than once per agreement year.

F. Professional Services Authorization and Invoice Summary (Authorization) No. 1 is issued in the amount of $54,686.00 to begin the work of this Agreement. The remaining amount will be issued by consecutive Authorizations.

An additional services amount may be included in this Agreement. If so, the Sponsor will determine if additional services is required beyond the services outlined in Attachment No. 2. When additional services are required, the additional services amount of the Agreement will be utilized, and a subsequent Authorization will be issued.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year in this Agreement first written above.

T-O ENGINEERS, INC.
Consultant
By: 
Title: Vice President

CITY OF NAMPA
Sponsor
By: 
Title: 

IDAHO TRANSPORTATION DEPARTMENT

By: 
Title:
ATTACHMENT NO. 1L

CONSULTANT AGREEMENT SPECIFICATIONS

These specifications supplement Local Professional Services Agreements and shall be attached to said Agreements.

A. DEFINITIONS

1. **Administrator**: Person directly responsible for administering the Professional Services Agreement (Agreement) on behalf of the Local Public Agency.

2. **Combined Overhead**: The sum of the payroll additives and general administrative overhead expressed as a percent of the direct labor cost.

3. **Cost**: Cost is the sum of the hourly charge out rate and other direct costs.

4. **Cost Plus Fixed Fee**: Cost Plus Fixed Fee is the sum of the payroll costs, combined overhead, and other direct costs, plus the fixed fee.

5. **CPM**: Critical Path Scheduling. The CPM will list work tasks, their durations, milestones and their dates, and State/Local review periods.

6. **Fixed Fee**: A dollar amount established to cover the Consultant's profit and business expenses not allocable to overhead. The fixed fee is based on a negotiated percent of direct labor cost and combined overhead and shall take into account the size, complexity, duration, and degree of risk involved in the work. The fee is “fixed,” i.e. it does not change. If extra work is authorized, an additional fixed fee can be negotiated, if appropriate.

7. **General Administrative Overhead (Indirect Expenses)**: The allowable overhead (indirect expenses) expressed as a percent of the direct labor cost.

8. **Hourly Charge Out Rate**: The negotiated hourly rate to be paid to the Consultant which includes all overhead for time worked directly on the project.

9. **Incentive/Disincentive Clause**: Allows for the increase or decrease of total Agreement amount paid based on factors established in the Agreement. Normally, these factors will be completion time and completion under budget.

10. **Lump Sum**: An agreed upon total amount, that will constitute full payment for all work described in the Agreement.

11. **Milestones**: Negotiated portions of projects to be completed within the negotiated time frame. Normally the time frame will be negotiated as a calendar date, but it could also be “working” or “calendar” days. As many milestones as the Consultant and the State/Sponsor believe necessary for the satisfactory completion of the Agreement will be negotiated.

12. **Not-To-Exceed Amount**: The Agreement amount is considered to be a Not-to-Exceed amount, which amount shall be the maximum amount payable and shall not be exceeded unless adjusted by a Supplemental Agreement.

13. **Other Direct Costs**: The out-of-pocket costs and expenses directly related to the project that are not a part of the normal company overhead expense.

14. **Payroll Additives**: All payroll additives allocable to payroll costs such as FICA, State Unemployment Compensation, Federal Unemployment Compensation, Group Insurance, Workmen’s Compensation, Holiday, Vacation, and Sick Leave. The payroll additive is expressed as a percent of the direct labor cost.
15. **Payroll Costs (Direct Labor Cost):** The actual salaries paid to personnel for the time worked directly on the project. Payroll costs are referred to as direct labor cost.

16. **Per Diem Rates:** Per Diem will be reimbursed at actual cost. However, reimbursements shall not exceed the current approved rates. The current rates are listed on the following Web site: [http://itd.idaho.gov/business/?target=consultant-agreements](http://itd.idaho.gov/business/?target=consultant-agreements).

17. **Standard of Care:** The level or quality of service ordinarily provided by normally competent practitioners of good standing in that field, contemporaneously providing similar services in the same locality and under the same circumstances.

18. **State:** Normally “State” refers to the Idaho Transportation Department.

19. **Sponsor:** The “Sponsor” refers to the local public agency.

20. **Unit Prices:** The allowable charge out rate for units or items directly related to the project that are not a part of the normal overhead expense.

**NOTE:** All cost accounting procedures, definitions of terms, payroll cost, payroll additives, general administrative overhead, direct cost, and fixed fee shall comply with Federal Acquisition Regulations, 48 CFR, Part 31, and be supported by audit accepted by the State.

### B. STANDARDS OF PERFORMANCE

Except as otherwise specifically provided for in the Consultant’s Scope of Work, the Consultant agrees that all work performed under the Agreement will be performed in accordance with Idaho Transportation Department Standards and other appropriate standards with generally acceptable standard of care. When the work is of a nature that requires checking, the checking shall be performed by a qualified person other than the one who performed the work.

### C. AGREEMENT ADMINISTRATOR

The Agreement Administrator will administer the Agreement for performance and payment, and will decide all questions which may arise as to quality and acceptability of the work, rate of progress, definition of work to be performed, completion of milestones, and acceptable fulfillment of the Agreement. The Consultant shall address all correspondence, make all requests, and deliver all documents to the Administrator. The Administrator shall be responsible for the timely coordination of all reviews performed by the State or their representatives.

### D. PERSONNEL

The Consultant shall provide adequate staff of experienced personnel or Subconsultants capable of and devoted to the successful accomplishment of work to be performed under the Agreement. The specific individuals or Subconsultants listed in this Agreement, including Project Manager, shall be subject to approval by the State and shall not be removed or replaced without the prior written approval of ITD. Replacement personnel submitted for approval must have qualifications, experience and expertise at least equal to those listed in the proposal.

### E. SUBCONSULTANTS

The Consultant shall have sole responsibility for the management, direction, and control of each Subconsultant and shall be responsible and liable to the Sponsor for the satisfactory performance and quality of work performed by Subconsultants under the terms and conditions of this Agreement. The Consultant shall include all the applicable terms and conditions of this Agreement in each Subconsultant Agreement between the Consultant and Subconsultant, and provide the State with a copy of each Subconsultant Agreement prior to the Subconsultant beginning work. No other Subconsultant shall be used by the Consultant without prior written consent by the State.
F. PROFESSIONAL SERVICES AUTHORIZATION

1. A written PROFESSIONAL SERVICES AUTHORIZATION (PSA) will be issued by the State to authorize the Consultant to proceed with a specific portion of the work under this Agreement. The number of PSAs required to accomplish all the work under this Agreement is one to several. Each PSA will authorize a maximum dollar amount and specify the milestone(s) for which the PSA represents. The Sponsor assumes no obligation of any kind for expenses incurred by the Consultant prior to the issuance of the PSA; for any expenses incurred by the Consultant for services performed outside the work authorized by the PSA; and for any dollar amount greater than authorized by the PSA.

2. The Consultant’s work of this Agreement will be divided into milestones, each governed by a separate PSA. It is not necessary for a PSA to be completed prior to the issuance of the next PSA. The Consultant shall not perform work which has not been authorized by a PSA. When the money authorized by a PSA is nearly exhausted, the Consultant shall inform the Administrator and shall identify the need for additional authorization via issuance of the next PSA. The Administrator must concur with the Consultant prior to the issuance of the next PSA.

3. The Agreement is lump sum, unit cost, or cost plus fixed fee amount as indicated in this Agreement and may include an Additional Services amount for possible extra work not contemplated in the original scope of work. For the Consultant to receive payment for any work under the Additional Services Amount of this Agreement, said work must be authorized and performed under a PSA issued by the State specifically for the extra work. Should the Sponsor request that the Consultant perform additional services, the scope of work and method of payment will be negotiated. The basis of payment for additional work will be set up either as a Lump Sum or Cost Plus Fixed Fee.

G. PROJECT SCHEDULING

All negotiated agreements shall be accompanied by a critical path method schedule (CPM Schedule). The CPM Schedule will list the work tasks for the Agreement, their duration, negotiated milestones and their completion dates, including State/Local review periods. The format of this schedule shall be agreed on prior to signing the Agreement.

Along with the monthly progress report, the Consultant shall provide monthly CPM Schedule updates to the Agreement Administrator for approval. The CPM schedule shall show project percent completed on each task.

H. MONTHLY PROGRESS REPORT

The Consultant shall submit to the State a monthly progress report on Form ITD-771, as furnished by the State. When no work will be performed for a period of time, this requirement can be waived by written notice from the Agreement Administrator. However, at such time as work re-commences, the monthly progress reports shall resume.

The Consultant shall provide monthly progress schedule (CPM) updates to the Agreement Administrator.

The monthly progress report and schedule update will be submitted by the tenth of each month following the month being reported or as otherwise agreed to in the approved scope of work.

The Agreement Administrator will review the progress report and submit approved invoices for payment within two weeks of receiving the invoice, the associated monthly report and the schedule update.

Each progress report shall list invoices by PSA number and reference milestones.

I. PROGRESS AND FINAL PAYMENTS

1. Progress payments will be made once a month for services performed which qualify for payment under the terms and conditions of the Agreement. Such payment will be made based on invoices submitted by the Consultant in the format required by the State. The monthly invoice shall be submitted no later than the tenth of each month following the month being invoiced.
Lump Sum

Progress payments will be made based on a percentage of the work or milestones satisfactorily completed.

Cost Plus Fixed Fee

The Consultant shall submit a breakdown of costs by each item of work on the monthly invoice, and shall show the percent complete of each item of work, each milestone and percent complete of the entire Agreement. Progress payments will be made based on the invoice cost less the fixed fee for the work satisfactorily completed for each invoicing period. Said payment shall not exceed the percent complete of the entire Agreement. Upon satisfactory completion of each milestone, full payment for all approved work performed for that milestone will be made, including Fixed Fee.

Cost

The Consultant shall submit a breakdown of costs by each item of work on the monthly invoice, and shall show the percent complete of each item of work and percent complete of the entire Agreement. Progress payments will be made based on the invoiced cost for the work satisfactorily completed for each item of work. Said payment shall not exceed the percent complete of the entire Agreement.

Direct expenses will be reimbursed at actual cost, not to exceed the current approved rates as identified at http://itd.idaho.gov/business/?target=consultant-agreements.

For “Cost Plus Fixed Fee” and “Cost” agreements, invoices must include backup documentation to support expenditures as appropriate, and as requested by the Agreement Administrator. Such support may consist of copies of time sheets or cost accounting system print-out of employee time, and receipts for direct expenses.

2. The Sponsor will make full payment for the value of the services performed which qualify for payment. This full payment will apply until 95 percent of the work under each Project Agreement PSA or Supplemental Agreement has been completed. No further progress payments will be made until all work under the Agreement has been satisfactorily accomplished and accepted by the Sponsor. If at any time, the Sponsor determines that the work is not progressing in a satisfactory manner, further payments may be suspended or withheld for sums that are deemed appropriate for unsatisfactory services.

3. Final payment of all amounts retained shall be due 60 days after all work under the Agreement has been completed by the Consultant and accepted by the Sponsor. Such final payment will not be made until satisfactory evidence by affidavit is submitted to the State that all indebtedness incurred by the Consultant on this project has been fully satisfied.

4. Agreements which include an incentive/disincentive clause will normally have the clause applied only to the completion of the BID OPENING milestone. If the project is deemed by the Sponsor to be ready for advertisement, but advertisement is postponed at no fault of the Consultant, any incentive earned will be paid.

5. Payments to Subconsultants

The Consultant shall pay each subconsultant for satisfactory performance of its contract items no later than twenty (20) calendar days from receipt of each payment the Consultant receives from the State under this Agreement, in accordance with 49 CFR, Part 26. The Consultant shall return retainage payments to each subconsultant within twenty (20) calendar days after the subconsultant's work is satisfactorily completed. The Consultant will verify that payment or retainage has been released to the subconsultant or suppliers within the specified time for each partial payment or partial acceptance by the Department through entries in the Department’s online diversity tracking system during the corresponding monthly audits.

Prompt payment will be monitored and enforced through the Consultant’s reporting of monthly payments to its subconsultants and suppliers in the online diversity tracking system. Subconsultants, including lower tier subconsultants, suppliers, or both, will confirm the timeliness and the payment
amounts received utilizing the online diversity tracking system. Discrepancies will be investigated by the Contract Compliance Officer and the Contract Administrator. Payments to the subconsultants, including lower tier subconsultants, and including retainage release after the subconsultant or lower tier subconsultant’s work has been accepted, will be reported monthly by the Consultant or the subconsultant.

The Consultant will ensure its subconsultants, including lower tier subconsultants, and suppliers meet these requirements.

J. MISCELLANEOUS PROVISIONS

1. COVENANT AGAINST CONTINGENT FEES

   a. The Consultant warrants that they have not:

      Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person to solicit or secure this Agreement, other than a bona fide employee of the firm;

      agreed, as an expressed or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out this Agreement, or;

      paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee of the firm) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the Agreement.

   b. The Sponsor warrants that the above Consultant or its representative has not been required, directly or indirectly as an expressed or implied condition in connection with obtaining or carrying out this Agreement.

      Employ or retain, or agree to employ or retain, any firm or person, or;

      pay, or agree to pay to any firm, person or organization, any fee, contribution, donation or consideration of any kind.

2. PROHIBITION AGAINST HIRING PERSONNEL AND WORKING FOR CONTRACTOR

   In compliance with the Code of Federal Regulations, (23 CFR, Section 1.33, Conflict of Interest), the Consultant agrees that no one in their employ will work on a part time basis under this Agreement while also in the full-time employ of any Federal Agency, the State, or the Sponsor, without the written consent of the public employer of such person. The Consultant agrees that no one in their employ under any circumstances shall perform any services for the contractor on the construction of this project.

3. CHANGES IN WORK

   All changes in work shall conform to one or more of the following conditions and in no instance shall such change in work be undertaken without written order or written approval of the Sponsor.

   a. Increase in the work required by the Sponsor due to unforeseen circumstances.

   b. Revision in the work required by the Sponsor subsequent to acceptance of such work at the appropriate conference or after revision of such work as outlined at said conference.

   c. Items of work which are beyond the scope of intent of this Agreement and pre-approved by the Sponsor.

   d. Reduction in the work required by the Sponsor due to unforeseen circumstances.

   An increase in compensation will be considered when Department Design Standards or expectations have changed from the time of negotiation.

   Adjustment in compensation for either an increase or reduction in work shall be on a negotiated basis arrived at by mutual agreement between the Sponsor and the Consultant. During such
negotiations the Sponsor may examine the documented payrolls, transportation and subsistence costs paid employees actively engaged in the performance of a similar item or items of work on the project, and by estimated overhead and profit from such similar items or items of work.

Said mutual agreement for a negotiated increase or reduction in compensation shall be determined prior to commencement of operations for an increase in a specific item or items of work. In the case of Sponsor order for nonperformance, a reduction in the specific item or items of work will be made as soon as circumstances permit. In the event that a mutual agreement is not reached in negotiations for an increase in work, the Sponsor will use other methods to perform such item or items of work.

The mutually agreed amount shall be covered by a Supplemental Agreement and shall be added to or subtracted from the total amount of the original Agreement.

Adjustment of time to complete the work as may pertain to an increase or a reduction in the work shall be arrived at by mutual agreement of the Sponsor and the Consultant after study of the change in scope of the work.

4. DELAYS AND EXTENSIONS

Time adjustment may occur when the negotiated scope of work is increased or reduced through mutual agreement of the State and the Consultant.

Extensions of time may be granted for the following reasons:

   a) Delays in major portions of the work caused by excessive time used in processing of submittals, delays caused by the State, or other similar items which are beyond the control of the Consultant.

   b) Additional work ordered in writing by the Sponsor.

   c) Department Design Standards have changed or expectations have changed from the time of negotiation.

5. TERMINATION

The Sponsor may terminate or abandon this Agreement at any time, without further obligation, upon giving notice of termination as hereinafter provided, for any of the following reasons:

   a. Evidence that progress is being delayed consistently below the progress required in the current approved CPM Schedule.

   b. Continued submission of sub-standard work.

   c. Violation of any of the terms or conditions set forth in the Agreement, other than for the reasons set forth in a. and b. above.

   d. At the convenience of the Sponsor.

Prior to giving notice of termination for the reasons set forth in a through c above, the Sponsor shall notify the Consultant in writing of any deficiencies or default in performance of the terms of this Agreement, and Consultant shall have ten (10) days thereafter in which to correct or remedy such default or deficiency. Upon their failure to do so within said ten (10) days, or for the reasons set forth in c above, such notice of termination in writing shall be given by the Sponsor. Upon receipt of said notice the Consultant shall immediately discontinue all work and service unless directed otherwise, and shall transfer all documents pertaining to the work and services covered under this Agreement, to the Sponsor. Upon receipt by the Sponsor of said documents, payment shall be made to Consultant as provided herein for all acceptable work and services.

6. DISPUTES

Should any dispute arise as to performance or abnormal conditions affecting the work, such dispute shall be referred to the Sponsor and the Director of the Idaho Transportation Department or his duly authorized representative(s) for determination.
Such determination shall be final and conclusive unless, within thirty (30) days of receipt of the decision Consultant files for mediation or arbitration. Consultant agrees that any mediation or arbitration hearing shall be conducted in Boise, Idaho. Consultant and Sponsor agree to be bound by the mediation agreement or the decision of the arbitration. Expenses incurred due to the mediation or arbitration will be shared equally by the Consultant and the Sponsor.

7. ACCEPTANCE OF WORK

a. The Consultant represents that all work submitted shall be in accordance with generally accepted professional practices and shall meet tolerances of accuracy required by State practices and procedures.

b. Acceptance of work will occur at phases appropriate to the terms of the Agreement and level of detail required by the State in its project development procedures.

c. It is understood by the Consultant that the Sponsor is relying upon the professional expertise and ability of the Consultant in performance of the Agreement. Any examination of the Consultant’s work product by the State/Sponsor will not be considered acceptance or approval of the work product which would relieve the Consultant for any liability or expense. Consultant is solely responsible for the propriety and integrity of its work product.

Acceptance or approval of any portion of Consultant’s work product by the Sponsor for payment, partial or final, shall not constitute a waiver of any rights the Sponsor may have against the Consultant. If due to errors, omissions and negligent acts by the Consultant, or its Subconsultants, agents or employees, in its work product, the Consultant shall make corrections to its work product at no expense to the Sponsor. The Consultant shall respond to the Sponsor’s notice of any error or omission within twenty-four hours of receipt, and give immediate attention to any corrections to minimize any delay to the construction contract. This may include, if directed by the Sponsor, visits to the site of the work.

If the Consultant discovers errors or omissions in its work product, it shall notify the State within seven days of discovery. Failure of the Consultant to notify the State shall be grounds for termination of the Agreement.

The Consultant’s liability for damages incurred by the Sponsor due to negligent acts, errors or omissions by the Consultant in its work product shall be borne by the Consultant. Increased construction costs resulting from errors, omissions or negligence in Consultant’s work product shall not be the Consultant’s responsibility unless the additional construction costs were the result of gross negligence of the Consultant.

8. OWNERSHIP OF DOCUMENTS

All material acquired or produced by the Consultant in conjunction with the preparation of the plans, study, or report, shall become the property of, and be delivered to, the Sponsor without restrictions or limitations of their further use. Any use of these materials by the Sponsor for purposes other than intended under this agreement shall be at the risk of the Sponsor. The Consultant has the right to make and retain copies of all data and documents for project files. Documents provided to the State may be public records under the Public Records Act §§ 74-101 through 74-126 and Idaho Code §§ 9-338 et seq, and thus subject to public disclosure unless excepted by the laws of the state of Idaho, otherwise ordered by the courts of the state of Idaho, and/or otherwise protected by relevant state and/or federal law.

9. AERIAL PHOTOGRAPHY

After aerial photography has been flown, processed and checked for coverage, the negatives shall be sent to the State at the address indicated on the Agreement for evaluation, labeling, and prints or diapositives as needed by the District and the Consultant. The negatives shall become the property of the State. Along with the negatives, the Consultant shall also deliver the Report of Calibration for the aerial camera used for the aerial photography, the flight maps, and the flight log. Once complete, a copy of the mapping shall be placed on a CD-ROM and sent to the address specified in the Agreement.
10. CADD SPECIFICATIONS

Two copies of all drawings shall be furnished to the Department upon completion of the contract. One copy shall be a durable reproducible of the drawing stamped and signed by the Engineer. An electronic stamp is acceptable, provided it is registered and approved with the Board of Professional Engineers and Land Surveyors. Roadway plans shall be furnished on 11” x 17” sheets. Structures plans shall be furnished on 22” x 34” sheets. The other copy shall be an electronic drawing file in a MicroStation .DGN file format. Electronic files shall be delivered on one of the following:
   a. Standard CD-ROM format;
   b. Standard DVD-ROM Format

Files shall be developed with MicroStation software, XM Version 8.09.X or higher; or converted to the MicroStation .DGN file format with all conversion errors corrected prior to delivery. If the consultant elects to convert files from other CADD software to the .DGN format, the consultant may be required at various times during the contract period to provide proof that all conversion errors can be corrected.

Refer to the CADD Manual for a complete set of CADD Standards. The manual is available at the following website: http://apps.itd.idaho.gov/apps/manuals/manualsonline.html.

11. GEOTECHNICAL AND MATERIALS WORK

If geotechnical and materials work is required under this Agreement, the Consultant must ensure that any Subconsultant performing geotechnical and materials work be involved in the final design review. This does not mean that the geotechnical and materials Subconsultant must attend the actual final design review meeting, but does mean that the Subconsultant, will at a minimum, participate in the final design plans and proposal review to assure that all geotechnical and materials recommendations/issues it raised concerning the project have been addressed, or notify the Consultant of any outstanding issues.

12. HIGHWAY CONSTRUCTION ESTIMATING PROGRAM

The Idaho Transportation Department has adopted the Trns.Port Estimator™ Highway Construction Cost Estimation software package as the standard for developing all highway construction cost estimates. Consultants who prepare PS&E (Plans, Specifications and Estimate) packages for submittal to ITD are required to use Estimator. Further information is available at the following Web Site: http://itd.idaho.gov/business/?target=consultant-agreements.

13. INDEMNITY

a. Concerning claims of third parties, the Consultant shall indemnify, and hold harmless and defend the Sponsor from any and all damages of and against any and all suits, actions, claims or losses of every kind, nature and description, including costs, expenses and reasonable attorney fees that may be incurred by reason of any negligent act, error or omission of the Consultant in the prosecution of the work which is the subject of this Agreement.

b. Concerning claims of the Sponsor, the Consultant shall assume the liability and responsibility for negligent acts, errors or omissions caused by the Consultant or a Subconsultant or their agents or employees to the design, preparation of plans and/or specifications, or other assignments completed under this Agreement, to the standards accepted at the time of the Final Design Review, other established review periods.

c. Notwithstanding any other provision of this Agreement, the Consultant shall not be responsible for claims arising from the willful misconduct or negligent acts, errors, or omissions of the Sponsor for contamination of the project site which pre-exist the date of this Agreement or subsequent Task Authorizations. Pre-existing contamination shall include but not be limited to any contamination or the potential for contamination, or any risk to impairment of health related to the presence of hazardous materials or substances.
14. INSURANCE

The Consultant, certifying it is an independent contractor licensed in the State of Idaho, shall acquire and maintain commercial general liability insurance in the amount of $1,000,000.00 per occurrence, professional liability insurance in the amount of $1,000,000.00, and worker compensation insurance in accordance with Idaho Law.

The professional liability insurance coverage shall remain in force and effect for a minimum of one (1) year after acceptance of the construction project by the State (if applicable), otherwise for one (1) year after acceptance of the work by the State.

Regarding workers’ compensation insurance, the Consultant must provide either a certificate of workers’ compensation insurance issued by an insurance company licensed to write workers’ compensation insurance in the State of Idaho as evidence that the Consultant has a current Idaho workers’ compensation insurance policy in effect, or an extraterritorial certificate approved by the Idaho Industrial Commission from a state that has a current reciprocity agreement with the Idaho Industrial Commission.

The Consultant shall provide the State with certificates of insurance within ten (10) days of the Notice to Proceed.

15. ENDORSEMENT BY ENGINEER, ARCHITECT, LAND SURVEYOR, AND GEOLOGIST

Where applicable, the Professional Engineer, Architect, Land Surveyor, or Geologist in direct charge of the work or portion of work shall endorse the same. All plans, specifications, cost summaries, and reports shall be endorsed with the registration seal, signature, and date of the Idaho professional in direct charge of the work. In addition, the firm’s legal name and address shall be clearly stamped or lettered on the tracing of each sheet of the plans. This endorsement certifies design responsibility in conformance with Idaho Code, ITD’s Design Manual, and acceptance of responsibility for all necessary revisions and correction of any errors or omissions in the project plans, specifications and reports relative to the project at no additional cost to the State based on a reasonable understanding of the project at the time of negotiation.

16. LEGAL COMPLIANCE

The Consultant at all times shall, as a professional, observe and comply with all Federal, State and local laws, by-laws, safety laws, and any and all codes, ordinances and regulations affecting the work in any manner and in accordance with the general standard of care. The Consultant agrees that any recourse to legal action pursuant to this agreement shall be brought in the District Court of the State of Idaho, situated in Ada County, Idaho.

17. SUBLETTING

The services to be performed under this Agreement shall not be assigned, sublet, or transferred except by written consent of the Sponsor. Written consent to sublet, transfer or assign any portions of the work shall not be construed to relieve the Consultant of any responsibility for the fulfillment of this Agreement or any portion thereof.

18. PERMITS AND LICENSES

The Consultant shall procure all permits and licenses, pay all charges, fees, and taxes and give all notices necessary and incidental to the due and lawful prosecution of the work.

19. PATENTS AND COPYRIGHTS

The Consultant shall hold and save the Sponsor and its agents harmless from any and all claims for infringement by reason of the use of any patented design, device, material process, trademark, and copyright.
20. NONDISCRIMINATION ASSURANCES

1050.20 Appendix A:

During the performance of work covered by this Agreement, the Consultant for themselves, their assignees and successors in interest agree as follows:


2. Nondiscrimination. The Consultant, with regard to the work performed by them during the term of this Agreement, shall not in any way discriminate against any employee or applicant for employment; subcontractor or solicitations for subcontract including procurement of materials and equipment; or any other individual or firm providing or proposing services based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.

3. Solicitations for Subcontracts, Including Procurement of Materials and Equipment. In all solicitations, either by bidding or negotiation, made by the Consultant for work or services performed under subcontract, including procurement of materials and equipment, each potential subcontractor or supplier shall be made aware by the Consultant of the obligations of this Agreement and to the Civil Rights requirements based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.

4. Information and Reports. The Consultant shall provide all information and reports required by regulations and/or directives and sources of information, and their facilities as may be determined by the State or the appropriate Federal Agency. The Consultant will be required to retain all records for a period of three (3) years after the final payment is made under the Agreement.

5. Sanctions for Noncompliance. In the event the Consultant or a Subconsultant is in noncompliance with the EEO Special Provisions, the State shall impose such sanctions as it or the appropriate Federal Agency may determine to be appropriate, including, but not limited to:
   - Withholding of payments to the Consultant until they have achieved compliance;
   - Suspension of the agreement, in whole or in part, until the Consultant or Subconsultant is found to be in compliance, with no progress payment being made during this time and no time extension made;
   - Cancellation, termination or suspension of the Agreement, in whole or in part;
   - Assess against the Consultant’s final payment on this Agreement or any progress payments on current or future Idaho Federal-aid Projects an administrative remedy by reducing the final payment or future progress payments in an amount equal to 10% of this agreement or $7,700, whichever is less.

6. Incorporation of Provisions. The Consultant will include the provisions of paragraphs 1 through 5 above in every subcontract of $10,000 or more, to include procurement of materials and leases of equipment unless exempt by the Acts, the Regulations, and directives pursuant thereto. The Consultant will take such action with respect to any subcontract or procurement as the State or the appropriate Federal Agency may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, that if the Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the State to enter into any litigation to protect the interest of the State. In addition, the Consultant may request the United States to enter into the litigation to protect the interests of the United States.
1050.20 Appendix E

During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with all non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 4 7123 ), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

21. INSPECTION OF COST RECORDS

The Consultant shall maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred on the project. They shall make such data available for inspection, and audit, by duly authorized personnel, at reasonable times during the life of this Agreement, and for a period of three (3) years subsequent to date of final payment under this Agreement, unless an audit has been announced or is underway; in that instance, records must be maintained until the audit is completed and any findings have been resolved. Failure to provide access to records may affect payment and may constitute a breach of contract.

22. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS
By signing this document the Consultant certifies to the best of his knowledge and belief that except as noted on an attached Exception, the company or its subcontractors, material suppliers, vendors or other lower tier participants on this project:

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;

b. have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records making false statements, or receiving stolen property;

c. are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and

d. have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NOTE: Exceptions will not necessarily result in denial of award, but will be considered in determining Consultant responsibility. For any exception noted, indicate to whom it applies, initiating agency and dates of action. Providing false information may result in criminal prosecution or administrative sanctions.

23. CERTIFICATION CONCERNING LOBBYING ACTIVITIES

By signing this document, the Consultant certifies to the best of their knowledge and belief that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

The Consultant also agrees that he or she shall require that the language of this certification shall be included in all lower tier subcontracts, which exceed $100,000, and that all such sub-recipients shall certify and disclose accordingly.

24. EMPLOYEE ELIGIBILITY

The Consultant warrants and takes the steps to verify that it does not knowingly hire or engage persons not authorized to work in the United States; and that any misrepresentation in this regard or any employment of person not authorized to work in the United States constitutes a material breach and shall be cause for the imposition of monetary penalties up to five percent (5%) of the contract price, per violation, and/or termination of its contract.
SCOPE OF WORK
KN 22050 and KN 22070 Stoddard Pathway Ext. Phase 1 & 2
Iowa Avenue to Sherman Avenue, City of Nampa, Canyon County
Rev May 20, 2019

TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

OVERVIEW

Project Name: Stoddard Pathway Ext. Phase 1 & 2; Iowa to Sherman, Nampa
Project/Key No: Project No. A022(050); Key No. 22050 & Project No. A022(070); Key No. 22070
Sponsor: City of Nampa
Administrator: LHTAC

This scope of work is to provide professional services to the City of Nampa administered by LHTAC for the Stoddard Pathway Extension from Iowa Avenue to Sherman Avenue design. The purpose of the project is to provide a 0.72-mile extension to the existing 2-mile Stoddard Pathway. This is the first and second phase of a planned extension that will add 1.1 miles to Stoddard Pathway and extend to 2nd Street. This project is part of a rails to trails walking pathway and replaces an old abandoned railway. The right-of-way has already been obtained by the City of Nampa. The project will include a 10-feet wide paved pathway, swales for drainage, greenspace, landscaping (including grading to remove or alter existing berms), parking lot, playground, restroom, pressure irrigation main extension, piping of a portion of South Nampa Lateral, and crosswalk with ADA ramps and signage.

This scope is based upon the application for this project and includes:

A pathway extension of 0.72-miles. This will include:
- 10-foot wide paved pathway
- Swale and drainage improvements
- Greenspace and landscaping
- Parking lot along Murry Street
- Playground, bike rack, benches, and trash receptacles
- Restroom with utility services
- Pressure irrigation main extension
- Piping a portion of South Nampa Lateral
- Crosswalk with ADA ramps and signage

The Consultant will provide survey, environmental clearance, and design professional services. The Consultant will deliver Environmental Evaluation and Construction permitting, Preliminary Review Package, Final Design Review package, and Plans, Specifications and Estimate (PS&E) package. These services and deliverables are further defined by task below.

GENERAL ASSUMPTIONS

- LHTAC to provide Project Charter.
- Project will use Materials Operational Memorandum No. 17B (Approved by LHTAC) in place of material phase reports. Consultant will rely upon City of Nampa Standards for pathway pavement section design.
- Permitting from Nampa Meridian Irrigation District (NMID) will be required
- NMID review and License agreement fees to be paid for by City of Nampa.
- No right-of-way plans, or new right-of-way will be required
- Three public access easements will be required for connection to S. 19th street.
- Design will be per the City of Nampa Standards and ISPWC.
- LHTAC will provide ITD-1500 and ITD-1502 approved by ITD.
- LHTAC to provide cultural evaluation to satisfy Section 106.
- Wetlands mitigation will NOT be required.
- Assume that “no effects”, no T & E Species will be identified and a Biological Assessment will not be required.
- LHTAC will prepare all cultural resources investigations and/or AHSR.
- Construction funds scheduled for FY 2020.
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

- Both KN 22050 and Kn22070 will be constructed at the same time.

WORK TASKS

T-O Engineers will perform the following major work tasks as Prime Consultant:

Task 1 – Administration
Task 2 – Survey & Mapping
Task 3 – Preliminary Project Review
Task 4 – Final Design
Task 5 – PS&E

These major work tasks are further divided into subtasks as detailed in the following sections.

Task 1 – Administration

1.01 Project Initiation. The Consultant will initiate the project including setting up project files, preparing budgets, and attending a pre-operations conference with City and LHTAC.

1.02 Project Administration. Coordinate overall activities of project team members. Research and answer general project related questions not related to specific work tasks.

1.03 Progress Reports & Invoicing. Progress reports and invoices shall be prepared and submitted monthly as defined in the Professional Agreement. The current ITD-771 and ITD-2761 forms shall be used with each submittal.

Invoices shall include backup documentation for all labor and direct expenses noted.

Assumptions:
- Nine (9) monthly progress reports and invoices will be required.

Minimum Deliverables:
- Monthly Progress Reports (ITD-771)
- Monthly Professional Services Authorization and Invoice Summary (ITD-2761)
- Certification of Payment (ITD-2892)
- Invoices
- Certified Payroll
- Project Schedule updated with each submittal

1.04 Environmental Coordination and Support. Consultant will perform a technical review for Quality Control (QC) of all environmental submittals. The responsibility of preparing environmental submittals is listed below; they include a review of the following documents and submittals:

A. Environmental Evaluation (EE) including the ITD-654 Form. (T-O to prepare, LHTAC to review)
B. Waters of the US and Wetland Delineation Report (T-O)
C. Waters of the US and Wetland Impact Analysis, with ACOE coordination (Preliminary Jurisdictional Determination (PJD) by (T-O). USACE Reviews when permit applications submitted.
D. Archaeological and Historical Resources survey form 1500 (LHTAC to prepare and provide to T-O for EE approval). ITD form 1502 prepared by LHTAC with assistance of T-O, and approved by ITD and SHPO.
E. “No Effect” T&E statement and Species of Concern Memorandum (T-O to Prepare LHTAC to approve)
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

F. Hazardous Materials ITD-0652 Form (T-O to Prepare LHTAC to approve)
G. Storm Water Permit project checklist for Construction ITD-2784 Form (T-O)
H. Draft Environmental Evaluation Submittal (LHTAC)
I. Final Environmental Evaluation (T-O to prepare, LHTAC approve & submit)
J. Environmental Re-Evaluation (LHTAC)
K. Joint Application for Permit, Section 404 permit for impacts to wetlands and waters of the US will be prepared after the preliminary design has been completed and approved by LHTAC (T-O)
L. Additionally, T-O will handle all internal communication, scheduling and coordination with subconsultant.

1.05 Project Charter. Project Charter will be developed and maintained by LHTAC.

Task 2 – Public Outreach and Coordination

2.01 Hold an Open House. An open house will be held at the Nampa Recreation Center to present the project to the public. T-O will prepare a letter and mail to property owners and residences within 300 feet of the project of the Stoddard Pathway. Letters will include a brief project description, benefits of the project and anticipated time line. It will also invite them to the open house. T-O will prepare display boards and present the project at the open house and then answer public questions. This open house will be scheduled during preliminary design so public input can be included in design considerations. City of Nampa will provide mailing list for open house.

2.02 Coordinate with Adjacent Property Owners Some property owners will be directly affected by the project. A letter will be prepared by T-O Engineers for review by the City and then mailed to every property owner adjacent to the pathway. This letter will inform them of the project and request that if they have any encroachments into the city property that it be removed, or it will be destroyed during construction. This includes some landscaping and other items observed during a recent site visit. City of Nampa will provide mailing list of neighbors and phone numbers.

2.03 Access Easements. A permanent public access easement will be required from one property owner in order to install pathway connections to Amethyst Ct along the South Nampa Lateral. This task will include one (1) legal descriptions and exhibit provided in task 3.03. The City of Nampa will provide the easement agreement document. T-O will present the easement agreement to the property owner and ask for signature.

- City of Nampa will provide the easement agreement. Consultant will use the City provided agreement and legal description prepared under task item 3.03 to complete the easement document.
- Consultant will prepare a letter to be left on door of property owner. Letter to be reviewed and approved by City.
- City of Nampa to provide phone number or property owner. T-O will call the property owner and arrange for a meeting.
- Consultant will report back to the City the owner’s willingness to provide the easement and if there is a request by the owner for any compensation for said easement.
- City will make any compensation offer to property owner if granted.
- Consultant cannot guarantee that owner will cooperate and provide the pathway easement to the City.

Minimum Deliverables:
- Letter to land owners, notes from meetings with land owners.

Task 3 – Survey & Mapping

3.01 Topographic Survey. A previously completed general topographic survey was completed during the concept phase for phase 1 between Iowa and Amity roads of the project by the City of Nampa and will be available to the Consultant for use in design. T-O will Perform supplemental topographic for the section of phase
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
1 pathway from Iowa to Amity and new existing features survey for phase 2 between Amity and Sherman as follows:

A. Establish/set survey project control approximately at either end of the project.

B. For the length of the project (0.76 miles), research and survey any existing monuments within the right-of-way including those along the right-of-way boundary, and along the pathway easement and City owned parcel.

C. For the length of the project, survey adjacent pathway tie-ins and roadways, irrigation structures and ditches (not included in previous City survey), existing trees and natural ground features.

Assumptions:
• Survey will be limited to the edge of roadway, easements and City of Nampa property. No right-of-way permits, or access agreements will be needed.
• The Horizontal control will be based upon a ground projection of Idaho State Plane Grid, West Zone, NAD 83. Units shall be US Survey Feet.
• The Vertical datum will be referenced to the NAVD88.
• Utility companies will be contacted. Mapping will be obtained from the individual companies and incorporated into the project base map.

Minimum Deliverables:
• Existing features and topographic base drawing, in AutoCAD format, including point file. See 2.03.
• Surveyed positions of found monuments within the adjacent roadways and along the City of Nampa parcel boundaries will be shown on the base drawing.

3.02 Base Map. Prepare an electronic Base Map using the data obtained. Obtain utility maps from utility companies. Provide different data layers for right-of-way, found monuments, road surface topography, non-road topography, above ground utilities, and below ground utilities (as shown on utility maps).

Assumptions:
• The City of Nampa will provide any existing right-of-way plans and GIS base maps.
• Utility companies will provide maps of their facilities within the right-of-way and City owned parcel.
• No right-of-way plans, descriptions or record of survey will be prepared by T-O Engineers.
• Contractor will retain a Professional Land Surveyor to reference all found monuments, within the right-of-way, prior to construction. This Professional Land Surveyor will prepare and file a Record of Survey, per Idaho Code.

Minimum Deliverables:
• Electronic Base Drawing in DWG Format.

3.03 Prepare Legal Descriptions. Prepare up to three legal descriptions for the City to use to obtain public access for pathway connections to S 19th Street and Amethyst Court.

Minimum Deliverables:
• Three easement legal descriptions in PDF format.

Task 4 – Geotechnical Engineering Evaluation and Report (Strata)
One Geotechnical Engineering Evaluation Report will be prepared for this project. The report will provide recommendations for parking lot pavement design, storm drainage infiltration and will provide structural designers with specific information about subsurface conditions and geotechnical engineering design recommendations for design of the proposed restroom buildings.
**SCOPE OF WORK**

**KN 22050 and KN 22070 Stoddard Pathway Ext. Phase 1 & 2**

**Iowa Avenue to Sherman Avenue, City of Nampa, Canyon County**

Rev May 20, 2019

---

**TRANSPORTATION ALTERNATIVES PROGRAM (TAP)**

4.01 Technical Literature Search and Data Review

STRATA will conduct a technical literature search and data review. Available information pertinent to the project will be obtained and reviewed, including geologic maps, soil survey maps, previous geotechnical engineering reports completed for projects in the area, and other available information. The data may include information on geology, geotechnical characterization, groundwater, surface water, soils characteristics and erosion conditions.

4.02 Coordination, Permissions and Permits

Consultant will coordinate with T-O and the City of Nampa regarding the field exploration program. The purpose of the coordination will be to review the nature (number and location) of the test pits. Test pits will be located within City property and easily accessible by a rubber-tired backhoe. No permits or permission will be needed to access the site and excavate the test pits. Test pits will be loosely backfilled prior to leaving the site.

4.03 Subsurface Explorations

The exploration program will include three (3) geotechnical test pits. The explorations will be used to prepare the geotechnical engineering report. The test pits will be excavated using a rubber-tired backhoe equipped with a standard bucket. Consultant will coordinate with T-O and City of Nampa to determine the test pit locations. The proposed exploration program is summarized in the table below.

<table>
<thead>
<tr>
<th>Project Component</th>
<th>Number of Test Pits</th>
<th>Average Estimated Depth (feet)</th>
<th>Approximate Total Depth (feet)</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking area and restroom structure</td>
<td>2</td>
<td>8</td>
<td>16</td>
<td>One test pit near south end of the proposed parking area and one near proposed restroom, with one infiltration test</td>
</tr>
<tr>
<td>Pathway</td>
<td>1</td>
<td>5</td>
<td>5</td>
<td>Located along the path approximately 900 feet south of Amity Ave.</td>
</tr>
</tbody>
</table>

STRATA will contact the local one-call utility location service to mark underground utilities at the exploration locations at least 48 hours prior to starting field explorations. Test pit locations will be recorded initially using recreational grade GPS by STRATA and subsequently located using conventional survey methods by T-O Engineers. A geotechnical engineer or engineering geologist will log the test pits in the field and obtain samples for laboratory testing. Throughout the excavation operation, soil samples will be obtained at regular intervals or as soil conditions change, to the depth explored. All soil will be classified and logged in the field using the Unified Soil Classification System (USCS) Manual-Visual method. Approximate groundwater levels will be recorded, if encountered during excavation. No groundwater monitoring wells will be installed within the test pits.

Consultant and excavator contractor will exercise care to reduce damage to property due to field exploration activities. The test pits will be completed with a backhoe operated by an independent firm working under subcontract to STRATA.
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

4.04 Sample Review and Laboratory Testing

Representative samples obtained from the field investigation program will be transported to STRATA’s laboratory for evaluation and testing to establish the physical and engineering properties of the soil.

4.04.1 Initial Field Sample Classification Review

Each soil sample will be visually compared to the field classification for consistency and accuracy.

4.04.2 Laboratory Testing Program

Laboratory tests will be assigned on samples requiring additional laboratory evaluation for classification or to determine engineering properties of the sample. The estimated laboratory tests to be completed are summarized in the table below. The final laboratory test schedule will be determined after the samples are reviewed in the laboratory.

<table>
<thead>
<tr>
<th>Test Description</th>
<th>Estimated Number of Tests</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moisture Content</td>
<td>8</td>
</tr>
<tr>
<td>Grain Size Analysis</td>
<td>4</td>
</tr>
<tr>
<td>Percent Passing the No. 200 Sieve</td>
<td>3</td>
</tr>
<tr>
<td>Atterberg Limits</td>
<td>3</td>
</tr>
<tr>
<td>Idaho R-value</td>
<td>2</td>
</tr>
<tr>
<td>pH and Resistivity</td>
<td>1</td>
</tr>
<tr>
<td>Moisture-Density Relationship (Proctor)</td>
<td>1</td>
</tr>
</tbody>
</table>

4.04.3 Final Sample Classification Review

Upon completion of the laboratory testing program, the laboratory test results will be reviewed and compared to the field classifications on the test pit logs. The logs will be annotated with laboratory data, as appropriate, to determine the proper classification. The laboratory testing results will be summarized for use in the engineering analysis.

4.05 Geotechnical Engineering Analysis

After the field explorations and laboratory testing is completed, information will be summarized and engineering analysis will be conducted. It is anticipated that the geotechnical engineering analysis will include the following:

- Development of a generalized subsurface stratigraphy
- Development of compaction requirements, including procedural requirements, as appropriate
- Foundation preparation recommendations as well as allowable bearing pressure of soil for proposed buildings (LRFD design will NOT be required)
- Recommended infiltration rates for stormwater drainage
- Pavement section design for the proposed parking area

4.06 Draft Geotechnical Engineering Evaluation Report
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

A draft Geotechnical Engineering Evaluation Report will be prepared as outlined below:

- Vicinity sketch
- Exploration Plan (with location of test pits)
- Summary of field and laboratory testing
- Exploration logs (8½”x11”)
- Field and laboratory test results
- Summary of engineering analysis results and conclusions

Preparation of the draft report will include:

- Report write-up
- Internal quality control/quality assurance review
- Issue draft report for LHTAC review

4.07 Final Geotechnical Engineering Evaluation Report

Consultant will coordinate with LHTAC to discuss the review comments on the draft report. Consultant will address review comments and include comment resolution on a Comment Response Form. The form and final Geotechnical Engineering Evaluation Report will be issued for approval by LHTAC.

Assumptions

- Any permits, rights-of-entry or permission to access property, clear vegetation, and perform the exploration program, will be obtained by City of Nampa.
- Explorations will be completed within City of Nampa right-of-way. Coordination with adjacent private landowners will not be required.
- Test pits will be loosely backfilled with excavated material. Vibratory compaction of backfill is not required.
- Archeological and/or cultural monitoring will not be required during the field explorations.
- Test pit excavations services will be subcontracted by STRATA.
- All exploration locations will be accessed with a backhoe and pickup truck.
- STRATA will be provided an electronic AutoCAD file with a plan view of the project including existing and planned topographic contours, project stationing, and callouts for start of project and end of project stationing.
- STRATA will be provided an electronic AutoCAD file of the profile of the proposed pathway including the existing ground surface, proposed finish grade (surface), and project stationing.
- T-O Engineers will provide STRATA with the explorations elevations as determined by conventional survey methods including the raw survey data with reference to horizontal and vertical coordinate systems and datum(s) used.
- Other than the above-mentioned allowable bearing pressure, no other foundation design or slope stability analysis will be performed. Load and Resistance Factored Design (LRFD) will not be required.
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

- STRATA will respond to comments from one review cycle and include resolution of the comments on a Comment Response Form and submit the Final Geotechnical Engineering Evaluation Report with the response form for approval by LHTAC.
- LHTAC will approve the final report.

Deliverables
- Draft Geotechnical Engineering Evaluation Report (1 pdf)
- Completed Comment Response form (1 pdf)
- Final Geotechnical Engineering Evaluation Report (1 pdf)

Task 5 – Preliminary Project Review Discussion

5.01 Preliminary Pathway Design. Complete the preliminary pathway design including preliminary plan base files as needed.

A. Pathway Design. Complete the preliminary design for the 0.76 miles of Stoddard pathway between Iowa Ave and Sherman Ave. This will include new cross walk and signage at the Iowa crossing and new sidewalk on the north side of Iowa to connect to the existing sidewalk along S. Sandal Creek lane. On the south side of Iowa and existing irrigation booster station will be removed and the sidewalk extended to the west side of the pathway. The pathway will be adjusted so that the pedestrian crossing of Iowa Ave. is perpendicular.

Assumptions:
- Design will match existing grades on either end of the project.
- No Design Exception will be necessary.
- An alignment and profile of the pathway will be provided.
- No storm drain improvements required along Iowa Ave.

Minimum Deliverables:
- Preliminary design base files
- Preliminary estimate for all project items.

5.02 Preliminary Pathway Plans. Complete the preliminary pathway preliminary plans showing improvements to existing facilities to comply with AASHTO, City of Nampa, and ADA standards.

Minimum Deliverables:
- Preliminary project review discussion pathway plans (submit with Preliminary Project Review Discussion Design Review package) for LHTAC and City to provide comments during review discussions. No formal review matrix will be provided or resubmittal of preliminary plans.

5.03 Preliminary Parking Lot, Playground and Restroom design. Complete the preliminary parking lot, playground and restroom facilities to comply with AASHTO, City of Nampa, and ADA standards. This will include layout of bike rack, park benches, trash receptacles, playground, shade structure and restrooms. Preliminary design will include initial product list and types for review by City and LHTAC. The City to provide (3) three approved products/vendors for the following items; bike rack, trash receptacles, park benches, playground equipment, shade structure and restroom. Final product specifications will be provided during final design.

Minimum Deliverables:
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

- Preliminary project review discussion plans (submit with Preliminary Project Review Discussion Design Review package) for LHTAC and City to provide comments during review discussions. No formal review matrix will be provided or resubmittal of preliminary plans.
- Estimate

5.04 Preliminary Drainage Design. The Consultant will provide a storm drainage design and preliminary drainage report under this task item.

The Consultant will provide preliminary storm drainage design plans. Drainage concepts to be developed in the report will be based on the following strategy.
  - Storm water along the pathway will be collected and directed to new storm water swales located along the pathway.

Assumptions:
- It is generally assumed that existing roadway drainage configurations will be maintained.
- No Drainage report will be required.

Minimum Deliverables:
- Preliminary Drainage Plans (will be included on the Preliminary Pathway Plans and included in the Preliminary Design Review package)

5.05 Preliminary Gravity Irrigation Design. Gravity irrigation improvements will be limited to safety improvements to existing irrigation boxes and lids.

A. Coordinate and submit plans to Nampa Meridian Irrigation District (NMID) for approval. Coordinate with NMID to obtain a license agreement for piping of ditch and the new pathway within the irrigation district easement.

Assumptions:
- No Hydraulic analysis and form ITD-0210 will be required for this project.
- City will review and approve/sign license agreement with NMID for pathway and irrigation improvements.

Minimum Deliverables:
- Preliminary gravity irrigation design (submit with Preliminary Project Review Discussion Design Review package)
- Draft License agreement with NMID (prepared by NMID).

5.06 Preliminary Pressure Irrigation Main Extension Design. Consultant will complete a preliminary design and plans for the extension of the City Pressure Irrigation Force Main from Iowa Ave to Amity Ave.

Assumptions:
- Design will include main line and services only. Fine pressure irrigation design is addressed in the Landscape Design Task Item 3.07.
- Connection to the existing City pressure irrigation system will be on the south side of Iowa Avenue. Main will be extended south across Iowa Avenue and parallel the new pathway and terminate near the south side of Amity Avenue.
- Irrigation force main and services will be per City of Nampa specifications and standard drawings.

Minimum Deliverables:
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

- Preliminary Pressure Force Main plans (submit with Preliminary Project Review Discussion Design Review package)

5.07 Preliminary Landscape Design. Landscape Architect will visit site, prepare landscape base map and plan sheets and review local code requirements. Consultant will complete a preliminary landscape layout and materials plan showing features, materials, and general dimensions. Preliminary planting plan with associated plant schedule and plant types and sized. Preliminary details of landscape features and planting.

Assumptions:
- Design will include lawn, trees, shrubs, and planter bed layout.
- A preliminary planting schedule of type and size.
- One Colored Landscape Plan Exhibit to be provided.
- No Landscape structures, special paving or landscape signed signage are included in this SOW.

Minimum Deliverables:
- Preliminary landscape Plans (submit with Preliminary Project Review Discussion Design Review package)

5.08 Environmental Work. Consultant will complete the following environmental tasks.

A. Environmental Evaluation (categorical exclusion) including ITD-654 Form. T-O will complete the EE for review by LHTAC and approval by ITD.

B. Wetland Evaluation. Prepare graphics showing wetlands within vicinity and water of the US ordinary high-water mark. Evaluation will not include mitigation statement. Evaluation will assume Elijah Drain will not be impacted and piping canal will not include wetlands only work below OHW.

C. Archaeological and Historical Resources Survey ITD-1500 will be completed by LHTAC. ITD-1502 to be approved by ITD HQ. LHTAC to complete cultural survey if required and all submittals and approvals.

D. No Effect statement and species of concern memorandum to satisfy ESA and IDFG policies to be completed by T-O and submitted to LHTAC.

E. Hazardous Materials ITD-652 form to be completed by T-O and submitted to LHTAC.
   a. T-O to sub-contract to pot hole the berm along the east side of existing tracks to verify that no Hazardous Materials mixed into the berm and the soil can be used in the grading of the site.

F. Storm Water Permit project checklist for construction ITD-2784 to be completed by T-O and included in the EE.

G. Coordinate with USACE for Preliminary Jurisdictional Determination. Section 404 Submittal to begin after preliminary design. 404 submittals to include USACE and IDWR. Assume one set of comments, one revisions to graphics, and resubmittal for approval to ACOE.

Assumptions:
- Historical/Cultural Resources AHSR to be completed by LHTAC and approved ITD.
- Exhibit drawings scale will be 1"=20’ (Except as required by ACOE)

Minimum Deliverables:
- Wetland Delineation Report
- ESA “no effects” Memorandum
- USACE and IDWR 404 permit
SCOPE OF WORK
KN 22050 and KN 22070 Stoddard Pathway Ext. Phase 1 & 2
Iowa Avenue to Sherman Avenue, City of Nampa, Canyon County
Rev May 20, 2019

TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
- Environmental Evaluation

5.09 Preliminary SWPP Plans. Consultant will complete a preliminary Storm Water Pollution Prevention (SWPP) Plan
Assumptions:
- Preliminary estimate of disturbed area is over 1.0 acres and therefore a SWPP plan and narrative is required.
- Plans sheets drawing scale will be 1”=40’.

Minimum Deliverables:
- Preliminary SWPP plans (submit with Preliminary Project Review Discussion Design Review package)

5.10 Preliminary Project Review Discussion Design Review. Consultant will compile preliminary project review discussion design work products and submit to LHTAC and City of Nampa. Hold discussion review meeting to look over preliminary plans.

Minimum Deliverables:
- Preliminary Pathway Plans
- Preliminary Drainage Plans (on Pathway Plans)
- Preliminary Irrigation Plan.
- Preliminary Storm Water Pollution Prevention Plans
- Preliminary Cost Estimate

5.11 Project Review Discussion. Attend and participate in the project review discussion at LHTAC’s office. Take notes of issues discussed and comments made and receive written comments from the various reviewers.

Assumptions:
- Consultant will coordinate with LHTAC and City of Nampa to schedule the meeting.

Minimum Deliverables:
- Consultant to make changes based on comments in final design. No formal comment/response matrix sheet to be provided.

Task 6 – Final Design

6.01 Final Pathway Plans. Complete the final pathway design, pressure irrigation extension design, and layout and revise plans as needed.

Minimum Deliverables:
- Final Design Base Files

6.02 Final Parking Lot Plans. Complete the final parking lot design and specifications for the bike rack, trash receptacles, benches, playground, shade structure and restroom design, and layout and revise plans as needed.

Minimum Deliverables:
- Final Design Base Files

6.03 Final Drainage Design. Complete drainage related final design and prepare plan sheets as needed. This task item assumes the drainage report developed and approved for preliminary design is used without revision.
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

Minimum Deliverables:
- Final Drainage Plans (submit with Final Design Review package)

6.04 Final Gravity Irrigation Design. Complete gravity irrigation related design including details. This task item assumes the preliminary plans were approved by the NMID and License agreement has been obtained under task items 3.04 above without any required modification.

Minimum Deliverables:
- Final Gravity Irrigation Plans (submit with Final Design Review package)

6.05 Final Pressure Irrigation Main Design. Complete pressure irrigation main and services related design and prepare plan sheets including details.

Minimum Deliverables:
- Final Pressure Irrigation Main Plans (submit with Final Design Review package)

6.06 Final Landscape Design. Complete and finalize landscape related design and prepare plan sheets needed. This task items include:
  - Landscape Layout and Materials Plan showing ground-cover materials, sleeving and other landscape materials along with general dimensions. Also, construction notes and performance specifications for irrigation system. Irrigation design included in his work will be limited to point-of-connection, performance specifications and product location and installation policies intended for developing Design/Build Irrigation System
  - Planting Plan with plant schedule including plant type, size and special requirements
  - Landscape Construction Details including planting details and irrigation component requirements. Details to show materials and size

Minimum Deliverables:
- Final Landscape Plans (submit with Final Design Review package)

6.07 Final SWPP Plans. Consultant will complete final Storm Water Pollution Prevention (SWPP) Plans.

Minimum Deliverables:
- Final (SWPP) Plans (submit with Final Design Review package)
- SWPP Narrative per ITD templet.

6.08 Final Specifications. Consultant will provide draft special provisions, modifications to standard and supplemental specifications, and contractor’s notes, for construction items.

Minimum Deliverables:
- Final Specifications (submit with Final Design Review package) in PDF and native file format to LHTAC.

6.09 Engineer’s Estimate. Prepare a final estimate of cost for the construction items, using ITD’s current cost estimate format. Review of local and current projects for accurate cost estimates.

Minimum Deliverables:
- Final Engineer’s Estimate (submit with Final Design Review package) in PDF and native file format to LHTAC.

6.10 Construction Schedule. Estimate the contract construction time for construction items in time scale logic diagram (Gantt Chart).
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

Minimum Deliverables:
- Final Construction Schedule (submit with Final Design Review package)

6.11 Final Design Review: Consultant will conduct a cross-discipline review of the design plans and specifications submit to LHTAC and City of Nampa in PDF format.

Minimum Deliverables:
- Final Pathway Plans
- Final Drainage Plans
- Final ESC Plans
- Final Specifications
- Engineers Estimate
- Construction Schedule
- Completion of Form ITD-1983

6.12 Final Design Review Meeting. Attend and participate in Final Design Review Meeting at LHTAC’s or City of Nampa office. Prepare a sign-in list for all participants. Take notes of issues discussed and comments made and receive written comments from the various reviewers. T-O to send summary email following the meeting with notes and tasks.

Assumptions:
- Consultant will coordinate with LHTAC, and the City of Nampa to schedule the meeting.

Minimum Deliverables:
- Consultant to compile comments from LHTAC and City of Nampa into a comment/response matrix sheet.

Task 7 – Plans, Specifications & Estimate (PS&E)

7.01 PS&E Submittal. Compile design review comments from Final Design. Revise plans estimate of cost, specifications (Special Provisions) and Contract Time Determination Schedule per comments, and catalogue a list of responses to each comment. Perform final quality control check of products. Prepare MTR Matrix for related bid items to be included in bid package. Stamp and sign the plans. Prepare a PS&E Submittal Checklist including utility waivers. Assemble the finished products into one (1) PS&E Package and submit electronically to LHTAC and City of Nampa for advertisement.

Assumptions:
- No construction administration is included in this agreement

Minimum Deliverables:
- Plans (original, stamped and signed) (PDF)
- Specifications (Word and PDF)
- Estimate of Cost (PDF and Native format)
- Contract Time Determination
- Comment/response matrix sheet from Final Design Review Meeting

7.02 Resident Engineer’s File. Assemble and submit the Resident’s File, including electronic Base Map and CAD files digitally to LHTAC.

Deliverables:
- Resident Engineer’s File (digital copy) to be delivered with PS&E Submittal
TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

7.03 **Contract Bidding Support.** Respond to design questions from LHTAC. Attend pre-bid meeting at city.

**Assumptions:**
- Consultant to respond to five (5) design questions.

**Deliverables:**
- Attend pre-bid meeting
- Correspondence via email or phone regarding design questions prior to bidding.

7.04 **Bid Justification.** T-O to prepare a bid abstract and prepare a Bid Justification letter if required. Coordinate justification issues with City of Nampa and LHTAC as needed. Assist City as requested up to NTP.

**Minimum Deliverables:**
- Bid Justification Letter
### Task 1: ADMINISTRATION

<table>
<thead>
<tr>
<th>Task</th>
<th>TOTAL</th>
<th>TO ENGINEERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.03 Project Initiation</td>
<td>15</td>
<td>12</td>
</tr>
<tr>
<td>1.04 Project Administration</td>
<td>10</td>
<td>8</td>
</tr>
<tr>
<td>1.05 Project Coordination</td>
<td>20</td>
<td>27</td>
</tr>
<tr>
<td>1.06 Progress Reports &amp; Invoicing</td>
<td>34</td>
<td>30</td>
</tr>
<tr>
<td>1.07 Preliminary Project Schedule</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>1.08 Project Schedule Update</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>1.09 Environmental Coordination and Support</td>
<td>12</td>
<td>12</td>
</tr>
</tbody>
</table>

### Task 2: PUBLIC OUTREACH AND COORDINATION

<table>
<thead>
<tr>
<th>Task</th>
<th>TOTAL</th>
<th>TO ENGINEERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.01 Hold Open House</td>
<td>90</td>
<td>90</td>
</tr>
<tr>
<td>2.02 Prepare and send letters to property owners within 600 feet of pathway (77 mailings)</td>
<td>14</td>
<td>14</td>
</tr>
<tr>
<td>2.03 Open house at Parks and Rec Center</td>
<td>16</td>
<td>16</td>
</tr>
<tr>
<td>2.04 Prepare and send letters to adjacent property owners (176)</td>
<td>12</td>
<td>12</td>
</tr>
</tbody>
</table>

### Task 3: SURVEY & MAPPING

<table>
<thead>
<tr>
<th>Task</th>
<th>TOTAL</th>
<th>TO ENGINEERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.01 Topographic Survey</td>
<td>94</td>
<td>94</td>
</tr>
<tr>
<td>3.02 Coordinate with Adjacent Property Owners</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>3.03 Base Map</td>
<td>24</td>
<td>24</td>
</tr>
<tr>
<td>3.04 Prepare Preliminary Survey Information</td>
<td>6</td>
<td>6</td>
</tr>
</tbody>
</table>

### Task 4: SOIL TECHNICAL ENGINEERING: EVALUATION AND REPORT (Strata)

<table>
<thead>
<tr>
<th>Task</th>
<th>TOTAL</th>
<th>TO ENGINEERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.01 Technical Literature Search and Data Review</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>4.02 Data Collection and Analysis</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>4.03 Analyze Exploration</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>4.04 Sample Review and Laboratory Testing</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>4.05 Final Sample Classification Review</td>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>

### Task 5: PRELIMINARY PROJECT REVIEW DISCUSSION

<table>
<thead>
<tr>
<th>Task</th>
<th>TOTAL</th>
<th>TO ENGINEERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.01 Preliminary Pathway Design</td>
<td>32</td>
<td>32</td>
</tr>
<tr>
<td>5.02 Preliminary Drainage Plan</td>
<td>48</td>
<td>48</td>
</tr>
<tr>
<td>5.03 Preliminary Gravity Irrigation Plan</td>
<td>28</td>
<td>28</td>
</tr>
<tr>
<td>5.04 Preliminary Pressure Irrigation Main Extension Design</td>
<td>24</td>
<td>24</td>
</tr>
<tr>
<td>5.05 Preliminary Landscape Design</td>
<td>54</td>
<td>54</td>
</tr>
</tbody>
</table>

### Task 6: ENVIRONMENTAL BID WRAPUP

<table>
<thead>
<tr>
<th>Task</th>
<th>TOTAL</th>
<th>TO ENGINEERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.02 Final Project Review Discussion</td>
<td>300</td>
<td>300</td>
</tr>
<tr>
<td>6.03 Final Project Review Discussion</td>
<td>32</td>
<td>32</td>
</tr>
<tr>
<td>6.04 Final Project Review Discussion</td>
<td>30</td>
<td>30</td>
</tr>
</tbody>
</table>

### Task 7: PRELIMINARY ENGINEERING

<table>
<thead>
<tr>
<th>Task</th>
<th>TOTAL</th>
<th>TO ENGINEERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.01 Preliminary Survey Plan</td>
<td>420</td>
<td>420</td>
</tr>
<tr>
<td>7.02 Preliminary Traverse Plan</td>
<td>200</td>
<td>200</td>
</tr>
</tbody>
</table>

### Task 8: PRELIMINARY 2020 GRP

<table>
<thead>
<tr>
<th>Task</th>
<th>TOTAL</th>
<th>TO ENGINEERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.03 Preliminary 2020 GRP Plan</td>
<td>54</td>
<td>54</td>
</tr>
</tbody>
</table>

---

**Staff Listing:**

- Project Manager: Bryan Martin
- Project Engineer: David Sterling
- Staff Engineer: Johnny Zacarias
- GIS/CADD: Joe Guenther
- Environmental Lead: Tamsen Binggeli
- Planner: L. Snyder
- Landscape Architect: Jamie Snyder
- Survey Manager: Clint Stone
- Project Surveyor: Susan Vanmetre
- Marketing Manager: Eva Fithen
- Marketing Assistant: Shayla Moss
- Clerical: Susan Vanmetre

**Strata:**

- STRATA

---

**T-O ENGINEERS**

**KN 22050 and KN 22070 Stoddard Pathway Ext: Phase 1 & 2**

**Iowa Avenue to Sherman Avenue, City of Nampa, Canyon County**

---

**Exhibit B**

---

**20500 - Stoddard Path Ext: 5-29-19.xlsx**

---

**Page 1 of 9**
5.06 Preliminary Project Design and Cost Estimate Submit

5.10 Project Review Discussion
Schedule and attend project review meeting at City

Task 6 Final Design

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>STSRA</th>
<th>T-O</th>
<th>T-O Sub-Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.03</td>
<td>Final pathway plans</td>
<td>10</td>
<td>10</td>
<td>2</td>
</tr>
<tr>
<td>5.04</td>
<td>Final Drainage plans</td>
<td>8</td>
<td>8</td>
<td>4</td>
</tr>
<tr>
<td>5.05</td>
<td>Final Irrigation plans</td>
<td>8</td>
<td>8</td>
<td>4</td>
</tr>
<tr>
<td>5.06</td>
<td>Final Landscape plans</td>
<td>14</td>
<td>14</td>
<td>2</td>
</tr>
<tr>
<td>6.01</td>
<td>Final EPG Plans</td>
<td>6</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>6.02</td>
<td>Final Specifications</td>
<td>48</td>
<td>48</td>
<td>8</td>
</tr>
<tr>
<td>6.03</td>
<td>Final Cost Estimate</td>
<td>12</td>
<td>12</td>
<td>4</td>
</tr>
<tr>
<td>6.04</td>
<td>Construction Schedule</td>
<td>6</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>6.05</td>
<td>Final Design Review</td>
<td>8</td>
<td>8</td>
<td>4</td>
</tr>
<tr>
<td>7.01</td>
<td>PS&amp;E Submittal</td>
<td>60</td>
<td>60</td>
<td>13</td>
</tr>
<tr>
<td>7.03</td>
<td>Resident Engineer's File</td>
<td>12</td>
<td>12</td>
<td>4</td>
</tr>
<tr>
<td>7.04</td>
<td>Contract Bidding and Support</td>
<td>10</td>
<td>10</td>
<td>3</td>
</tr>
</tbody>
</table>

Total: 1027.0 |
Sub-Consultant Total: | 377.0 |
Percent of Project Total: | 36.5% |
Percent of T-O Sub-Total: | 36.5% |

Total Check: | 0.0 |
Task 1: ADMINISTRATION

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.01</td>
<td>Project Initiation Set up Project File, Budgets, etc.</td>
</tr>
<tr>
<td>1.02</td>
<td>Project Administration Attend Pre-operations conference with City and LHTAC</td>
</tr>
</tbody>
</table>

Task 2: Public Outreach and Coordination

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.01</td>
<td>Hold Open House Prepare and send letters to properties within 300’ of pathway (18 mailings)</td>
</tr>
</tbody>
</table>
| 2.02 | Coordinate with Adjacent Property Owners Prepare and send letters to adjacent property owners (78)

Task 3: Survey & Mapping

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.01</td>
<td>Topographic Survey</td>
</tr>
<tr>
<td>3.02</td>
<td>Base Maps</td>
</tr>
</tbody>
</table>

Task 4: Geotechnical Engineering Evaluation and Report (Strata)

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.01</td>
<td>Technical Literature Search and Data Review</td>
</tr>
<tr>
<td>4.02</td>
<td>Geotechnical Engineering Analysis</td>
</tr>
<tr>
<td>4.03</td>
<td>Subsurface Exploration Program and Co-ordinate with T-O and LHTAC</td>
</tr>
<tr>
<td>4.04</td>
<td>Final Geotechnical Engineering Evaluation Report</td>
</tr>
</tbody>
</table>

Task 5: Preliminary Project Review Discussion

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.01</td>
<td>Preliminary Pathway Design</td>
</tr>
<tr>
<td>5.02</td>
<td>Preliminary Pathway Plans</td>
</tr>
<tr>
<td>5.03</td>
<td>Preliminary Drainage Design</td>
</tr>
<tr>
<td>5.04</td>
<td>Preliminary Gravity Irrigation Plan</td>
</tr>
<tr>
<td>5.05</td>
<td>Preliminary Pressure Irrigation Main Plan</td>
</tr>
<tr>
<td>5.06</td>
<td>Preliminary Landscape Design</td>
</tr>
</tbody>
</table>

Task 6: Geotechnical Engineering Evaluation and Report (Strata)

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.01</td>
<td>Topographic Survey</td>
</tr>
<tr>
<td>6.02</td>
<td>Geotechnical Engineering Analysis</td>
</tr>
<tr>
<td>6.03</td>
<td>Subsurface Exploration Program and Co-ordinate with T-O and LHTAC</td>
</tr>
<tr>
<td>6.04</td>
<td>Final Geotechnical Engineering Evaluation Report</td>
</tr>
</tbody>
</table>

Task 7: Preliminary Project Review Discussion

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.01</td>
<td>Preliminary Pathway Design</td>
</tr>
<tr>
<td>7.02</td>
<td>Preliminary Pathway Plans</td>
</tr>
<tr>
<td>7.03</td>
<td>Preliminary Drainage Design</td>
</tr>
<tr>
<td>7.04</td>
<td>Preliminary Gravity Irrigation Plan</td>
</tr>
<tr>
<td>7.05</td>
<td>Preliminary Pressure Irrigation Main Plan</td>
</tr>
<tr>
<td>7.06</td>
<td>Preliminary Landscape Design</td>
</tr>
</tbody>
</table>

Task 8: Environmental Work

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.01</td>
<td>Environmental Evaluation (EIA)</td>
</tr>
<tr>
<td>8.02</td>
<td>Wetland Protection</td>
</tr>
<tr>
<td>8.03</td>
<td>Water of the US and Wetland Impact Analysis, with ACOE Coordination (PJD)</td>
</tr>
<tr>
<td>8.04</td>
<td>Effects Statement</td>
</tr>
<tr>
<td>8.05</td>
<td>Environmental Quality (EQ) Final Report for LHTAC and Final Report</td>
</tr>
</tbody>
</table>

Task 9: Preliminary Project Review Discussion

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.01</td>
<td>Preliminary Pathway Design</td>
</tr>
<tr>
<td>9.02</td>
<td>Preliminary Pathway Plans</td>
</tr>
<tr>
<td>9.03</td>
<td>Preliminary Drainage Design</td>
</tr>
<tr>
<td>9.04</td>
<td>Preliminary Gravity Irrigation Plan</td>
</tr>
<tr>
<td>9.05</td>
<td>Preliminary Pressure Irrigation Main Plan</td>
</tr>
<tr>
<td>9.06</td>
<td>Preliminary Landscape Design</td>
</tr>
<tr>
<td>9.07</td>
<td>Environmental Work</td>
</tr>
</tbody>
</table>

---

**Note:** The table above is a simplified representation of the tasks and descriptions outlined in the document. The actual content may extend beyond what is shown here.
T-O ENGINEERS

KN 22050 and KN 22070 Stoddard Pathway Ext. Phase 1 & 2
Iowa Avenue to Sherman Avenue, City of Nampa, Canyon County

5.09 Preliminary Project Design and Cost Review Submittal
Submittal of Preliminary Plans and Cost Estimate

5.10 Project Review Discussion
Schedule and attend project review meeting at City

6.01 Final Pathway Plans
Final pathway plans

6.02 Final Drainage Plans
Final Drainage plans

6.03 Final Gravity Irrigation Plans
Final Gravity Irrigation Plans

6.04 Final Pressure Irrigation Main Plans
Final Pressure Irrigation Main Plans

6.05 Final Landscape Plans
Final Landscape Plans

6.06 Final EGC Plans
Final EGC Plans

6.07 Final Specifications
Final Specifications

6.08 Final Cost Estimate
Final Cost Estimate

6.09 Construction Schedule
Construction Schedule

6.10 Final Design Review
Final cross-discipline review of design plans & specifications & submittal to City & LHTAC

6.11 Final Design Review Meeting
Attend Final Design Review Meeting @ LHTAC

7.01 PS&E Submittal
Rev. Plans, Estimate, SP's & Schedule, MTR Matrix, Stamps & sign 1 submitted package

7.02 Resident Engineer's File
Assemble and submit Resident's File, Base Map and CAD files digitally to LHTAC

7.03 Contract Bidding & Support
Attend City Pre-bid meeting and respond to 5 design questions.

7.04 Bid Justification
Prepare bid abstract and justification letter if needed

Task 6 Final Design
4 0 0 4 0 0

Task 7 Plans, Specifications & Estimate (PS&E)
0 0 0 0 0 0

Total: 10.0 5.0 1.0 47.2 7.0 11.0

Sub-Consultant Totals:

Total Check: 22.0%
Percent of Project Total: 3.2%

Percent of T-O Sub-Total: 5.1%
### A. SUMMARY ESTIMATED MAN-DAY COSTS

<table>
<thead>
<tr>
<th>Position</th>
<th>Man-Days</th>
<th>Man-Hours</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager</td>
<td>21.50</td>
<td>172.00</td>
<td>$57.69</td>
<td>$9,922.68</td>
</tr>
<tr>
<td>Project Engineer</td>
<td>12.75</td>
<td>102.00</td>
<td>$51.20</td>
<td>$5,222.40</td>
</tr>
<tr>
<td>Staff Engineer GIS/CADD</td>
<td>28.63</td>
<td>229.00</td>
<td>$27.72</td>
<td>$6,347.88</td>
</tr>
<tr>
<td>Environmental lead</td>
<td>5.50</td>
<td>44.00</td>
<td>$44.15</td>
<td>$1,942.60</td>
</tr>
<tr>
<td>Environmental Planner</td>
<td>6.00</td>
<td>48.00</td>
<td>$31.42</td>
<td>$1,508.16</td>
</tr>
<tr>
<td>Landscape Architect</td>
<td>8.00</td>
<td>64.00</td>
<td>$29.46</td>
<td>$1,885.44</td>
</tr>
<tr>
<td>Survey Manager</td>
<td>1.00</td>
<td>8.00</td>
<td>$52.10</td>
<td>$416.80</td>
</tr>
<tr>
<td>Project Surveyor</td>
<td>5.75</td>
<td>46.00</td>
<td>$37.73</td>
<td>$1,735.58</td>
</tr>
<tr>
<td>Surveyor IET</td>
<td>6.25</td>
<td>50.00</td>
<td>$31.55</td>
<td>$1,577.50</td>
</tr>
<tr>
<td>Marketing Manager</td>
<td>2.25</td>
<td>18.00</td>
<td>$30.98</td>
<td>$557.64</td>
</tr>
<tr>
<td>Marketing Assistant</td>
<td>3.75</td>
<td>30.00</td>
<td>$18.82</td>
<td>$564.60</td>
</tr>
<tr>
<td>Clerical</td>
<td>3.25</td>
<td>26.00</td>
<td>$22.72</td>
<td>$590.72</td>
</tr>
</tbody>
</table>

### B. PAYROLL, FRINGE BENEFIT COSTS & OVERHEAD

<table>
<thead>
<tr>
<th>Total Raw Labor</th>
<th>Overhead Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$32,272.00</td>
<td>120.19%</td>
<td>$38,787.72</td>
</tr>
</tbody>
</table>

### C. NET FEE

<table>
<thead>
<tr>
<th>Net Fee</th>
<th>Overhead Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$71,059.72</td>
<td>14.0%</td>
<td>$9,948.36</td>
</tr>
</tbody>
</table>

### D. FCCM

<table>
<thead>
<tr>
<th>Total Raw Labor Cost</th>
<th>Approved FCCM Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$32,272.00</td>
<td>0.37%</td>
<td>$119.41</td>
</tr>
</tbody>
</table>

### E. ESCALATION

<table>
<thead>
<tr>
<th>Total Raw Labor &amp; Overhead</th>
<th>Esc Ratio</th>
<th>Annual Esc</th>
<th>Total Escalation</th>
</tr>
</thead>
<tbody>
<tr>
<td>$71,059.72</td>
<td>0%</td>
<td>3.5%</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

### F. OUT-OF-POCKET EXPENSES

<table>
<thead>
<tr>
<th>Total Estimate Expenses*</th>
<th>$2,423.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>T-O ENGINEERS Subtotal</td>
<td>$83,550.49</td>
</tr>
</tbody>
</table>

### G. SUBCONSULTANTS

<table>
<thead>
<tr>
<th>Subconsultant</th>
<th>Total Estimate Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strata</td>
<td>$15,786.10</td>
</tr>
</tbody>
</table>

**TOTAL** = $99,336.59
### F. OUT-OF-POCKET EXPENSES SUMMARY

<table>
<thead>
<tr>
<th>Expense</th>
<th>Unit</th>
<th>Estimated Amount</th>
<th>Unit Cost</th>
<th>Estimated Expense</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mileage</td>
<td>Miles</td>
<td>350</td>
<td>@ 0.58</td>
<td>$203.00</td>
<td></td>
</tr>
<tr>
<td>Survey Equipment</td>
<td>Day</td>
<td>4</td>
<td>@ $10.00</td>
<td>$40.00</td>
<td></td>
</tr>
<tr>
<td>Mailing</td>
<td>Each</td>
<td>360</td>
<td>@ 0.50</td>
<td>$180.00</td>
<td></td>
</tr>
<tr>
<td>CADD Software</td>
<td>Hours</td>
<td>180</td>
<td>@ $5.00</td>
<td>$900.00</td>
<td></td>
</tr>
<tr>
<td>GPS</td>
<td>Hours</td>
<td>10</td>
<td>@ $55.00</td>
<td>$550.00</td>
<td></td>
</tr>
<tr>
<td>Robotic Equipment</td>
<td>Hours</td>
<td>10</td>
<td>@ $55.00</td>
<td>$550.00</td>
<td></td>
</tr>
</tbody>
</table>

T-O ENGINEERS Total Estimated Expenses $2,423.00
CONSULTANT NAME: Strata  
PROJECT NAME: Stoddard Pathway Ext. Phase 1 & 2  
PROJECT NO.: 22050 & 22070  
KEY NO. 22050 & 22070

A. SUMMARY ESTIMATED MAN-DAY COSTS

<table>
<thead>
<tr>
<th>Position</th>
<th>Man-Days</th>
<th>Man-Hours</th>
<th>Raw Labor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager</td>
<td>2.38</td>
<td>19.00</td>
<td>$1,341.59</td>
</tr>
<tr>
<td>Senior Reviewer</td>
<td>0.63</td>
<td>5.00</td>
<td>$353.05</td>
</tr>
<tr>
<td>Project Engineer</td>
<td>0.13</td>
<td>1.00</td>
<td>$35.40</td>
</tr>
<tr>
<td>Staff Engineer</td>
<td>5.88</td>
<td>47.00</td>
<td>$1,663.80</td>
</tr>
<tr>
<td>AutoCAD Drafter</td>
<td>0.88</td>
<td>7.00</td>
<td>$162.54</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>1.38</td>
<td>11.00</td>
<td>$272.80</td>
</tr>
</tbody>
</table>

11.25 90.00 TOTAL RAW LABOR COST = $3,829.18

B. PAYROLL, FRINGE BENEFIT COSTS & OVERHEAD

<table>
<thead>
<tr>
<th>Total Raw Labor</th>
<th>Overhead Rate</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,829.18</td>
<td>172.01%</td>
<td>$6,586.57</td>
</tr>
</tbody>
</table>

C. NET FEE

<table>
<thead>
<tr>
<th>Total Raw Labor</th>
<th>Overhead Rate</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>$10,415.75</td>
<td>12.5%</td>
<td>$1,301.97</td>
</tr>
</tbody>
</table>

D. FCCM

<table>
<thead>
<tr>
<th>Total Raw Labor Cost</th>
<th>Approved FCCM Rate</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,829.18</td>
<td>0.00%</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

E. ESCALATION

<table>
<thead>
<tr>
<th>Total Raw Labor &amp; Overhead</th>
<th>Esc Ratio</th>
<th>Annual Esc</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>$10,415.75</td>
<td>0%</td>
<td>3.5%</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

F. OUT-OF-POCKET EXPENSES

Strata Total Estimate Expenses* = $4,068.38
Strata Subtotal = $15,786.10

G. SUBCONSULTANTS

None $0.00

TOTAL = $15,786.10
F. OUT-OF-POCKET EXPENSES SUMMARY

<table>
<thead>
<tr>
<th>Expense</th>
<th>Unit</th>
<th>Estimated Amount</th>
<th>Unit Cost</th>
<th>Estimated Expense</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mileage (2 trips to site for field work)</td>
<td>Miles</td>
<td>72</td>
<td>@ 0.58</td>
<td>$ 41.76</td>
<td>36 miles per round trip to site</td>
</tr>
<tr>
<td>Field Supplies (lath, baggies, buckets)</td>
<td>Day</td>
<td>1</td>
<td>@ $ 50.00</td>
<td>$ 50.00</td>
<td></td>
</tr>
<tr>
<td>Lab Testing</td>
<td>Lump Sum</td>
<td>1</td>
<td>@ $ 3,260.00</td>
<td>$ 3,260.00</td>
<td></td>
</tr>
<tr>
<td>Backhoe and Operator</td>
<td>Hours</td>
<td>6</td>
<td>@ $ 100.00</td>
<td>$ 600.00</td>
<td></td>
</tr>
<tr>
<td>Engineering Software</td>
<td>Hours</td>
<td>2</td>
<td>@ $ 33.31</td>
<td>$ 66.62</td>
<td></td>
</tr>
<tr>
<td>GPS</td>
<td>Day</td>
<td>1</td>
<td>@ $ 50.00</td>
<td>$ 50.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hours</td>
<td>@</td>
<td>$ 55.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Strata Total Estimated Expenses** $4,068.38
# JUST DIG IT EXCAVATION

## Contracting

3179 Cobble Way  
Meridian, Id. 83642  
Phone 208-599-5005  
Fax 208-887-1188

## TO:

**Strata**  
8653 Hackamore dr  
208-376-8200 Boise, ID

---

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 Hrs</td>
<td></td>
<td>100</td>
<td>600.00</td>
</tr>
</tbody>
</table>

Make all checks payable to JUST DIG IT EXCAVATION  
Payment is due within 30 days.  
If you have any questions concerning this invoice, contact  
Steve Just 208-599-5005

Thank you for your business!
<table>
<thead>
<tr>
<th>Bank</th>
<th>Acct No</th>
<th>Ending Bank Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wells Fargo Medical Trust Checking</td>
<td>8XXXX329</td>
<td>$631,803.48</td>
</tr>
<tr>
<td>Wells Fargo Depository</td>
<td>8XXXX014</td>
<td>$3,145,071.98</td>
</tr>
<tr>
<td>Wells Fargo HUD</td>
<td>8XXXX468</td>
<td>$-</td>
</tr>
<tr>
<td>Wells Fargo Utility Billing</td>
<td>1XXXX01451</td>
<td>$138,612.32</td>
</tr>
<tr>
<td>Wells Fargo Police Special Ops</td>
<td>1XXXX36582</td>
<td>$46,236.49</td>
</tr>
<tr>
<td>Wells Fargo Police SIU</td>
<td>2XXXX60985</td>
<td>$81,017.65</td>
</tr>
<tr>
<td>Wells Fargo Parks Impact Fees</td>
<td>6XXXX37001</td>
<td>$1,423,094.95</td>
</tr>
<tr>
<td>Wells Fargo Police Impact Fees</td>
<td>6XXXX37027</td>
<td>$821,005.92</td>
</tr>
<tr>
<td>Wells Fargo Fire Impact Fees</td>
<td>6XXXX37035</td>
<td>$1,168,649.82</td>
</tr>
<tr>
<td>Wells Fargo Streets Impact Fees</td>
<td>6XXXX37043</td>
<td>$645,060.69</td>
</tr>
<tr>
<td>Glacier Family of Banks-Intermountain Claims Acct (workers comp)</td>
<td>2XXXX006613</td>
<td>$37,245.00</td>
</tr>
<tr>
<td>Wells Fargo Workers Comp Custody Account</td>
<td>2XXXX200</td>
<td>$662,000.00</td>
</tr>
<tr>
<td>US Bank GO Refunding Bond Series 2012 Bond Fund</td>
<td>2XXXX5000</td>
<td>$-</td>
</tr>
<tr>
<td>US Bank LID No. 148 Series 2010</td>
<td>1XXXX6000</td>
<td>$-</td>
</tr>
<tr>
<td><strong>Idaho Center Accounts:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wells Fargo - ICTickets Trust Account Horse Park</td>
<td>6XXXX17052</td>
<td>$2,447,208.02</td>
</tr>
<tr>
<td>Wells Fargo - Idaho Center Operations</td>
<td>8XXXX57411</td>
<td>$175,716.33</td>
</tr>
<tr>
<td>Wells Fargo - Id Ctr ATM Bank Account</td>
<td>1XXXX02561</td>
<td>$19,099.53</td>
</tr>
<tr>
<td><strong>Civic Center Accounts:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wells Fargo - Civic Center Operations</td>
<td>7XXXX46329</td>
<td>$250,570.34</td>
</tr>
<tr>
<td>Wells Fargo - Civic Center Trust Account</td>
<td>4XXXX41531</td>
<td>$88,349.81</td>
</tr>
<tr>
<td><strong>City Investment Accounts</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LGIP 3517 - DEQ</td>
<td>3517</td>
<td>$-</td>
</tr>
<tr>
<td>LGIP 3223-LID 148</td>
<td>3223</td>
<td>$38,820.72</td>
</tr>
<tr>
<td>LGIP 2156-Pooled Cash</td>
<td>2156</td>
<td>$14,053,999.10</td>
</tr>
<tr>
<td>US Bank Custody Account</td>
<td>1XXXX88133</td>
<td>$57,231,360.63</td>
</tr>
<tr>
<td>City of Nampa Municipal LID's</td>
<td>-</td>
<td>$381,590.11</td>
</tr>
<tr>
<td>Edward Jones Medical Welfare Benefit Plan</td>
<td>8XX-XX993-1-9</td>
<td>$2,234,102.58</td>
</tr>
<tr>
<td><strong>Grand Total Cash</strong></td>
<td></td>
<td>$85,720,615.47</td>
</tr>
</tbody>
</table>
Proclamation

Office of the Mayor

Whereas, all senior citizens deserve to live safely and be treated with respect and dignity to enable them to continue to serve as leaders, mentors, and volunteers who contribute to the vitality of the community; and

Whereas, elder abuse consists of intentional actions that cause harm or a serious risk of harm to a vulnerable elder by a legal guardian, a person in a trusted relationship, or failure by a caregiver to satisfy the elder’s basic needs, whether at home, long term care facilities or in the community; and

Whereas, it is estimated that 1 in 10 elders living in their homes experience elder abuse each year. This number continues to increase and crosses all socio-economic boundaries; and

Whereas, the National Center on Elder Abuse determined the most common perpetrator of elder abuse is the victim’s spouse or partner, defined as domestic violence; and

Whereas, we are all responsible for eliminating elder abuse by watching for signs such as physical trauma, withdrawal, depression, anxiety, fear of family members, friends, or caregivers; and

Whereas, protecting vulnerable and older adults is a community responsibility and it is imperative communities work together to help prevent and reduce abuse, neglect and exploitation.

Now Therefore, I, Debbie Kling, Mayor of the City of Nampa, Idaho, do hereby proclaim June 17, 2019 as

“Vulnerable Adults and Elder Abuse Awareness Day”

The City of Nampa and I request every citizen of our great community commit to building safer lives and a safe community for our elderly residents.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the city of Nampa to be affixed this 17th day of June in the year of our Lord two thousand nineteen.

Debbie Kling
Mayor, City of Nampa
Proclamation

Office of the Mayor

Whereas,  Mr. Jim Brooks has honorably and faithfully served the City of Nampa as a member of the Water Department, October, 1975 and transferred to the Engineering Department September, 1977; and

Whereas, these years of service have been marked by exemplary performance and valuable leadership in the vital accomplishments of this Authority; and

Whereas, his unwavering dedication and commitment to excellence is in keeping with the highest standards of service to our community

Now Therefore, I, Debbie Kling, Mayor of the City of Nampa, Idaho, do hereby proclaim June 21st, 2019 as

“Jim Brooks Appreciation Day”

I encourage the citizens and staff of the City of Nampa to take time today to support and thank Mr. Brooks for his years of service in the City of Nampa, Idaho.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the city of Nampa to be affixed this 21st day of June in the year of our Lord two thousand nineteen.

____________________________
Debbie Kling
Mayor, City of Nampa
Update to 2019 Street Division Chip Sealing Campaign

Major chip sealing in Zone D1 and Zone D2 is well underway. It is estimated that chip sealing is about 50% complete with 100% of arterials completed as of June 10. The following roads have been chip sealed: South Canyon Street/Georgia; West Iowa Avenue from 12th Avenue South to Midland Boulevard; South Midland Boulevard from West Dooley Lane to West Greenhurst Road; West Locust Lane from Shipman Circle to City limits past South Raintree Drive; Sunnyridge Road from East Greenhurst Road south to City limits; Blakeslee Drive from South Powerline Road to West Greenhurst Road; East Greenhurst Road from South Powerline Road to Juniper; 11th Avenue South from 3rd Street South to West Roosevelt Avenue; 7th Street South from 12th Avenue South to Yale Street; 7th Avenue South from 3rd Street South to Lonestar Road; 1st Street South from Northside Boulevard to 11th Avenue South. Staff began chip sealing subdivisions the afternoon of June 10, starting with Crystal Cove. Chip sealing should wrap up by June 20; sweeping excess chip and final cleanup is estimated to be June 27. Fog sealing will commence on July 8 in approximately the same order of chip sealing in Zones D1 and D2. Thermoplastic application and paint striping is estimated to be completed by August 8. Staff provides daily updates to the City website for citizens to review and track the progress. As this campaign takes all Street staff and resources, additional work requests will be delayed until after completion, apart from an emergency.

ITD Reevaluation of Idaho 16, I-84 to Idaho 44 Corridor Design

In May 2019, Mayor Kling, with support of Nampa City Council, sent a letter to the Idaho Transportation Department (ITD) Board stating the following City interests in the I-84/SH-16 Interchange planning process (see Exhibit A):

1. The City supports the development of a local southerly corridor study starting at the future I-84/SH-16 Interchange and extending to southern Nampa near Greenhurst Road.
2. The City desires to partner with ITD by dedicating $500,000 toward the SH-16 Interchange project or the local southerly corridor planning study. These dollars are in addition to the $250,000 promised by the City to ITD as part of the Project Bronco I-84/Garrity Interchange mitigations.
3. Nampa volunteers to coordinate and lead the multiagency local southerly corridor planning study effort.

Public Works Director Tom Points, and City Engineer Daniel Badger, met with the Kuna Public Works Director to request support for the local southerly corridor planning study. As a result, Kuna Mayor Joe Stear drafted a letter to the ITD Board stating Kuna’s support (see Exhibit B).
The ITD Board received Nampa’s letter, along with the support letter from Kuna, and provided response with the following main points (see Exhibit C):

1. The Idaho 16, 1-84 to Idaho 44 original Environmental Impact Statement (EIS) did not preclude a direct SH-16 Interchange southerly from I-84.
2. ITD understands the City’s concerns that without a southerly SH-16 connection there will not be adequate connectivity for future growth.
3. ITD will maintain the opportunity for a direct southerly connection as they move forward with the design study.
4. However, the local road connection itself, to the south of 1-84, is not included in the design refinements or re-evaluation of the EIS that are currently underway. Any future connection to 1-84 would need to be independent of the Idaho 16, 1-84 to Idaho 44 corridor study.
5. ITD will provide technical support for the local southerly corridor planning study.

Staff will continue to work with ITD through the planning and design process to ensure the design allows for a future direct southerly connection from SH-16. In addition, staff will begin the process of launching a local southerly corridor planning study.

**Wastewater Program Updates**

1) The Reuse Permit for Class A Recycled Water was submitted to the Idaho Department of Environmental Quality (IDEQ) on March 21, 2019. This marks the progression of Nampa’s development of a recycled water program to more efficiently use the City’s water resources. The City received notification on May 24, 2019, that IDEQ will draft a permit (see Exhibit D). It is anticipated that the draft permit will be provided to the City sometime before the end of July and a final permit later this year.

2) For the fiscal year 2020 budget, staff will recommend hiring a wastewater project manager. This would be one new fulltime employee in the Wastewater Division, functioning as a project manager focused on the delivery of capital projects. This position would begin the transition of bringing wastewater program management services in-house. Since 2012 this need has been met through professional services contracting. Brown and Caldwell provided excellent technical resources and program personnel to get the City’s wastewater program position to delivery of the Wastewater Upgrades Phase I, II, and III projects. Continued support from Brown and Caldwell will be needed to deliver the $189 million Phase II project. This new position would add engineering technical and management capacity to the City. The position can be funded by a reduction in professional services contracting for annual WWPM for an estimated savings of $200,000 in fiscal year 2020.

3) The City of Nampa and Pioneer Irrigation District were invited to copresent on the recycled water program at the Idaho Water Users Association (IWUA) Water Law & Resource Seminar on June 10 (see Exhibit E). The IWUA "is organized to promote, aid and assist the development, control, conservation, preservation and utilization of the water resources of the State of Idaho and to cooperate with similar organizations in other
states.” Its membership includes irrigation districts, agriculture businesses, municipal water utilities, and private industry professionals.

4) The Wastewater Program Management Team (WPMT) has identified an opportunity for additional funding from the WaterSMART Program through the Bureau of Reclamation (BOR). Through the Title XVI Program, BOR funds opportunities to reclaim and reuse wastewaters in western states. Funds are allocated to projects including funds to planning, design, and construction of water recycling and reuse projects.

The WPMT will be pursuing a grant through the Title XVI Program, which can provide up to $20M in funding (typical grants are $3-5M). Submitting for the grant requires the development of a feasibility study that meets the BOR requirements. Therefore, a feasibility study will be submitted by the end of fiscal year 2019 to be eligible for application for grant funding in fiscal year 2020.
May 14, 2019

Jerry Whitehead  
Chairman, Idaho Transportation Board  
3311 W. State Street  
P.O. Box 7129  
Boise, Idaho 83707-1129

Dear Chairman Whitehead and the Idaho Transportation Board,

The City of Nampa enjoys a tremendous working relationship with the Idaho Transportation Department (ITD). I offer the City's thanks to you and ITD staff for our long history of collaborative efforts to foster common goals: safety, mobility and economic vitality in our City and region. The State Highway 16 (SH-16) planning process is one more example of these communication and partnership efforts. The City appreciates the significant effort underway to determine future design of the SH-16 Interchange at I-84.

The City, of course, places utmost importance on planning for future corridors south of the proposed SH-16 interchange along with preserving necessary right-of-way near I-84. This is an opportune and critical time to plan for future generations in multiple jurisdictions—including the City of Meridian, City of Kuna, Ada County Highway District, Nampa Highway District, Canyon County and the City of Nampa.

This letter focuses on Nampa's interest in ITD supporting a future local southern corridor planning study (south of I-84 near the SH-16 Interchange), offers financial support toward the plan and volunteers to lead the multi-agency planning effort.

Benefits of a local southerly corridor planning study:

1. The proposed SH-16 interchange is strategically spaced two (2) miles between the Ten Mile and Garrity Interchanges. This is well within the Federal Highway Administration's recommendation for interchange spacing.
2. Both Garrity and Ten Mile Interchanges offer north/south access and are at or nearing their full capacity. Improvements to the corridors south of I-84 near the SH-16 Interchange will improve systemwide travel times from southeast Nampa.
3. A southerly corridor planning study will align with the 2011 Airport to Overland Regional Corridor study. This was a multi-agency effort to identify a more direct east-west transportation route connecting the Nampa Airport and Garrity Road Interchange in Canyon County with the newly realigned Overland Road/Ten Mile Road intersection in Ada County. The southerly corridor planning study is intended to identify a north-south corridor that ties into the Airport to Overland concept alignment.
4. Access from southeastern Nampa to I-84 is already difficult. Traffic must navigate SH-45 through downtown Nampa or take alternate arterial routes on Southside or Happy Valley. Much of this regional traffic is pushed to the Garrity Boulevard corridor and Garrity/I-84 interchange. Garrity is currently one of the most congested routes in the City and a high crash corridor. Future local southerly corridors south of SH-16 would provide shorter travel times for southeastern Nampa.

5. The City of Nampa anticipates substantial growth in the area south of I-84 near the SH-16 Interchange. The property west of McDermott is within the City's Impact Area as defined in the Nampa Comprehensive Plan. Land use will be a blend of residential mixed use, medium density residential and low density residential. Nampa’s Utility Master Plans (Domestic Water, Pressure Irrigation, and Sanitary Sewer) have already identified how these facilities will extend to the Nampa Impact Area boundary.

Local southerly corridor planning study and City participation:

ITD is in the process of evaluating conceptual design options for the SH-16 Interchange. The City requests the SH-16 Interchange design alternative which supports planning for a local southern corridor including reserving the necessary right of way within the SH-16 Interchange footprint. Nampa volunteers to coordinate and lead the multi-agency local southerly corridor planning study effort.

The City desires to partner with ITD by dedicating $500,000 toward the SH-16 interchange project or the local southerly corridor planning study. These dollars are in addition to the $250,000 promised by the City to ITD as part of the Project Bronco I-84/Garrity Interchange mitigations (refer to March 14, 2019 letter from City to ITD). The City will continue to communicate with Ada County Highway District, Nampa Highway District, City of Meridian, Canyon County and City of Kuna to develop strategies and partnerships.

Thank you for your consideration. Please let us know if you have questions or need additional information. We greatly appreciate ITD's investment of time and resources into our community and look forward to continued partnership in the future.

Sincerely,

Mayor Debbie Kling
City of Nampa

CC: Tom Points, P.E., City of Nampa
Amy Schroeder, ITD
Caleb Lakey, ITD
Jeff Barnes, City of Nampa
Daniel Badger, City of Nampa
Clair Bowman, City of Nampa
May 23, 2019

Jerry Whitehead
Chairman, Idaho Transportation Board
3311 W. State Street
P.O. Box 7129
Boise, ID 83707-1129

Dear Chairman Whitehead and the Idaho Transportation Department,

The City of Kuna supports the City of Nampa’s request for an alternative SH-16 interchange design that supports planning for a local southern corridor including reserving the necessary right of way within the SH-16 interchange footprint. Kuna is prepared to get behind Nampa’s local southerly corridor planning study effort.

We place the utmost importance on planning future entryway corridors that provide access to I-84, and have emphasized those corridors within the Envision Kuna, Comprehensive Plan. Currently, Ten Mile Road and Meridian Road are Kuna’s only north and south access to I-84. The interchange on Meridian Road is already congested, and the Ten Mile interchange is above and beyond its capacity. We expect to continue experiencing substantial growth within our Area of City Impact (ACI). Our Comprehensive Plan’s Future Land Use Map depicts a blend of medium density residential, mixed use, and commercial along our northern ACI boundary, as well as along Ten Mile Road and Black Cat Road. A SH-16 interchange would alleviate congestion along Ten Mile Road, including the Ten Mile interchange. This would improve travel times for our community by providing an additional north-south access to I-84.

The City of Kuna appreciates your consideration of this matter. We greatly appreciate ITD’s investment of time and resources into not only our community, but the Treasure Valley as a whole. Please let us know if you have any questions.

Sincerely,

Joe Stear, Mayor
City of Kuna

CC: Wendy Howell, City of Kuna
    Bob Bachman, City of Kuna
    Tom Points, P.E., City of Nampa
    Daniel Badger, City of Nampa
May 31, 2019

The Honorable Debbie Kling
Mayor of Nampa
411 3rd Street South
Nampa, ID 83651

RE: Idaho 16, I-84 to Idaho 44 Corridor Design Refinements & Environmental Re-Evaluation

Dear Mayor Kling:

Thank you for reaching out to us and sharing your thoughts on a future local road that could potentially connect to I-84 at the system interchange of Idaho 16 North. We also appreciate your acknowledgement of the great working relationship ITD has with the City of Nampa.

We fully support the notion of long range planning and applaud your foresight and interest in wanting to provide transportation opportunities for your community. We agree that the decisions we make now should be compatible with the future. Involving COMPASS, member agencies and other local agencies in the decision making will be of the utmost importance to successfully prioritizing and completing any studies.

The Idaho 16, I-84 to Idaho 44 original Environmental Impact Statement (EIS) did not preclude a future local road connection south of I-84. While we explored options to allow an alternate connection on McMillan with advantages of a smaller footprint for the interchange, your feedback indicates this does not provide adequate connectivity for the future. As such, we will maintain the opportunity for a direct connection as we move our design study forward. However, the local road connection itself, to the south of I-84, is not included in the design refinements or re-evaluation of the EIS that are currently underway. Any future connection to I-84 would need to be independent of the Idaho 16, I-84 to Idaho 44 corridor study. If a new local road connection south were to occur, our primary concern will be ensuring the continued safety and mobility on I-84.

The Department will continue to work with the City on design refinements associated with the current study. We will also provide technical support for the study needed to evaluate a local road connection to I-84 to the south.

Sincerely,

[Signatures]

Jerry Whitehead
Chairman
Idaho Transportation Board

Julie DeLorenzo
Member, District 3
Idaho Transportation Board
May 24, 2019

Mr. Tom Points, Public Works Director
City of Nampa
411 3rd St S.
Nampa ID 83651

Subject: Reuse Permit M-255-01 City of Nampa
Preliminary Decision to Prepare a Draft Permit

Dear Mr. Points:

This letter serves as notification of the Idaho Department of Environmental Quality’s (DEQ) preliminary decision to prepare a draft permit for recycled water reuse owned and operated by the City of Nampa. DEQ will proceed with processing the permit application.

If you have any questions, please contact me at (208) 373-0459, or via email at Valerie.Greear@deq.idaho.gov, or contact Todd Crutcher at (208) 373-0551, or Todd.Crutcher@deq.idaho.gov.

Sincerely,

Valerie A. Greear, P.E.
Senior Water Quality Engineer

ec: Andy Zimmerman, Wastewater Superintendent, City of Nampa
Nate Runyan, P.E., Deputy Public Works Director, City of Nampa
Andy Weigel, P.G., Brown and Caldwell
Todd Crutcher, P.E., DEQ Engineering Manager, Boise Region
Mary Anne Nelson, Ph.D., DEQ Water Quality Division Administrator
Larry Waters, P.E., DEQ Wastewater Program Manager
Tressa Nicholas, DEQ Wastewater Program
2019AGH775
Agenda

• Nampa’s Wastewater Program

• Wastewater Reuse Project & Schedule

• Status of the Reuse Permit
Current:
Treat and Discharge to Indian Creek
Recycled Water Program Benefits

• Right water for the right use
  • Class A Recycled Water

• Maximize the value of Nampa’s limit water resources
  • Augment irrigation water supplies
  • Increase drought resiliency
  • Water resource for industrial uses

• Cost effective approach to meeting NPDES Permit requirements
  • Phosphorus
  • Temperature
Future:
Reuse for Irrigation and Industries

EXISTING WWTP → FILTRATION → CLASS A RECYCLED WATER DISINFECTION

Winter: INDIAN CREEK
Summer: PHYLLIS CANAL
Industry
Phased Approach

**Phase I Upgrades**
Upgrade to achieve interim TP limits
Completed by 2019

**Phase II Upgrades**
Upgrade to achieve final TP limits
Completed by 2026

**Phase III Upgrades**
Upgrade to achieve temperature limits
Completed by 2031
Budget

PUBLIC VOTE
$165 Million Revenue Bond

PHASE 1 $38 million
PHASE 2 $189 million
PHASE 3 $21 million
Timeline

2017
- Long term WW discharge decision deadline

2019
- Recycled Water Permit

2021
- Phase II Construction Begins

2026
- City meets final Total Phosphorus Limit

2031
- City meets Temperature Limits
Idaho DEQ - Reuse Permit

• Discharge to Phyllis Canal
  • Class A Recycled Water
  • Partnership with Pioneer Irrigation District
  • Funding through Clean Water State Revolving Fund Program

• Permit Qualifiers
  • No limit for temperature
  • Total phosphorus limit of 0.35 mg/L (same as winter NPDES permit limit)
  • Total nitrogen limit of 30 mg/L
Groundwater
Surface Waters
Municipal Irrigation Pumps Stations
Agriculture and Land Use
Recycled Water Pipeline Routing

Indian Creek

Phyllis Canal

Nampa WWTP
Completing the Solution

• Reuse permit
  • August 2019 - Public Comment Period
  • September 2019 - Issuance of Permit

• Results
  • Eliminates discharge to Waters of the U.S.
  • Improved water quality Indian Creek and Lower Boise River
  • Matches water quality to its intended use
  • New water resources for growth
Thank you!

CITYOFNAMPA.US
MEMORANDUM

To: Mayor Kling and Nampa City Council
From: Darrin Johnson, Parks and Recreation Director
Date: June 17, 2019
Re: Request for Brandt Park Design Services for Phase 2

Attached is a proposal for design services for Phase 2 of Brandt Park. The design will include a large playground, prefabricated bathrooms, hardscape, greenspace and electrical. An exhibit is included of the Master Park Plan that illustrates the footprint of Phase 2.

This project is a continuation from Phase 1 that was completed in 2018. Phase 1 included road improvements, a parking lot, hardscape and greenspace. It is anticipated that design for Phase 2 will be completed the summer/fall of 2019 and the project will go out for bid in the winter of 2019. Construction is planned to begin in spring of 2020.

As a result of Nampa’s recent Impact Fee update, Brandt Park is now part of the impact fee capital improvement plan. With this, Phase 2 of Brandt Park will be funded through impact fees.

Action Items:
- Request authorization for Mayor and Parks and Recreation Director to sign a design services task order for Orah Brandt Park Phase 2 in the amount of (time and materials not to exceed) $85,345.
June 4, 2019

Nampa Parks and Recreation
Darrin Johnson, Director
131 Constitution Way
Nampa, ID 83651

Re: Orah Brandt Park Phase 2
Design Services

Dear Darrin;

I am pleased to respond with this proposal for the design services for the park site of Orah Brandt Park at the corner of Franklin and Cherry Lane in Nampa. The work generally will consist of design and Construction Documents for Phase 2. Phase 2 area is approximately 14.5 acres and located just east of Phase 1.

Through the process, Jensen Belts Associates (JBA) will coordinate with you and others on the Parks and Recreation Staff. This proposal is based upon our meeting where we discussed Phase 2 improvements. Improvements discussed are: 4-6 stall prefabricated concrete restroom, large playground, sidewalks, pathways, utility extensions, storm water drainage and storage, sprinkler irrigation, and planting. Erickson Civil Inc (ECI) and Musgrove Engineers (ME) will be sub-consultants under JBA and will provide the Civil, Electrical, and Mechanical Engineering. JBA will provide the site plan, horizontal layout, landscape, and sprinkler irrigation. ECI will provide Survey, Grading, Drainage, Onsite Utilities, and SWPPP preparation. ME will provide site electrical and mechanical for the restroom utility room heat. Heat and cooling are not included in the men’s or women’s restroom areas. It is assumed that all roadway improvements are by others.

**ITEM 1: SCOPE OF WORK**

**Task 1: Topographic Surveying**
ECI will perform a topographic Survey for the site. See their attached proposal for assumptions.

**Task 2: Schematic Design**
JBA and ECI shall prepare Schematic Design level drawings that depict all improvements expected to occur. A base map will be prepared using the survey and anticipated improvements. JBA and ECI will attend owner meetings as necessary. See ECI proposal for more information.

**Task 3: Design Development**
JBA, ECI, and ME shall prepare Design Development level drawings that depict all improvements expected to occur. Revisions to the plans are anticipated as we receive input in programming meetings with Parks and Recreation. JBA will provide a color rendering for use in gaining approval by Nampa public agencies. JBA and ECI will attend owner meetings as necessary. An Opinion of Probable Cost will be prepared by each consultant. See ECI and ME proposals for more information.

**Task 4: Construction Documents**

- **Task 4.1:** Construction Documents – JBA, ECI, and ME will provide construction documents as follows:
1. Grading, Drainage and Utility Plans – ECI will prepare construction plans in accordance with current industry standards and local agency requirements. See attached ECI Proposal
2. On Site Layout Plan – JBA will provide the final site drawings which indicate the required final location, sizing and layout of all site elements. We will also provide necessary construction details demonstrating the required construction of site elements specified.
3. On Site Details – ECI will provide pavement details. JBA will provide details for landscape and site improvements other than those provided by civil. We do not include fees for structural calculations.
4. Off Site Improvement Plans – not anticipated
5. Structures – Assume a 4 to 6 stall prefabricated concrete restroom. We anticipate using the manufacturer’s drawings and specifications for compacted aggregate pad, plumbing and connections.
6. Structural Engineering – None anticipated or included in this proposal. We do not anticipate retaining walls requiring engineering.
7. Site Electrical Plan – ME will provide plan for power to restroom. See attached ME proposal.
8. Mechanical Plan – ME will provide plan for heat of restroom chase area. See attached ME proposal.
9. Specifications – JBA, ECI and ME will provide specifications as needed. We anticipate using ACHD and ISPWC Standard Drawings and Specifications. City of Nampa Supplemental Specifications will be used as applicable.
10. Planting Design – We will provide design and drawings for specific plant material, layout, plant sizes and details.
11. Site Furnishings – JBA will detail and specify as needed.
12. Irrigation Design – We will include a design for all new plantings. We assume connection to existing Nampa pressure irrigation supply.
13. SWPP Documents - ECI will provide an Erosion and Sediment Control Plan and Narrative per local agency requirements. This work does not include filing the Notice of Intent or on-site inspections of the erosion control.
14. Progress Submittals – We will provide plan sets and specs to the Owner for all required progress submittals and agency submittal. We will address any agency and owner comments received.
15. Owner meetings as required.

- **Task 4.2:** Permit Submittals – JBA, ECI and ME will provide documents for use in Agency Submittals.
- **Task 4.3:** Bidding Assistance – Consultants will provide the following:
  1. Bidding Assistance – Attend pre-bid meeting if requested and answer bidder questions.
  2. Preconstruction Meeting – JBA and ECI to attend if requested. Others will chair the meeting.
- **Task 4.4:** Construction Administration: - Consultants will provide the following:
  2. Site Visits – Review progress as requested.

**Reimbursable Expenses**
Reimbursable expenses including but not limited to mileage and printing shall be billed per each consultant’s rates. Reimbursable expenses shall not exceed $750 without prior approval from the Owner.
ITEM 2: EXCLUSIONS-

JBA provides other professional services in addition to those described above. Unless described above and specifically included in this proposal, services including but not limited to the following are not included in the proposed fee and shall be charged as Additional Services if required:

1. Project applications and agency permit/review fees.
2. Public Meetings.
3. Retaining wall design. No structural engineering included.
4. Building design.
5. Trash Enclosure Structure design.
6. Sewage Pump Station
7. Irrigation Pump Station.
8. Utility boring.
9. Flood plain work.
10. Detailed Record Documents.
11. License Agreement Fees or Retainers.
12. Environmental Clearances.
13. Wetland or Riparian Delineations.
14. 3D Site Modeling and Renderings.
15. Surface Modeling.
16. Boundary survey.
18. Park Signage.
19. Site Lighting
21. Bid advertising and/or contracting.
22. Structural Engineering
23. See attached sub-consultant proposals for additional exclusions
## ITEM 3: DESIGN TEAM FEE PROPOSAL-

### Civil Design

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Topographic Survey</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Project Management</td>
<td>$400.00</td>
</tr>
<tr>
<td>Schematic Design</td>
<td>$5,107.00</td>
</tr>
<tr>
<td>Design Development</td>
<td>$13,619.00</td>
</tr>
<tr>
<td>Construction Documents</td>
<td>$15,321.00</td>
</tr>
<tr>
<td>SWPPP Preparation</td>
<td>$3,150.00</td>
</tr>
<tr>
<td>Owner Meetings</td>
<td>$2,300.00</td>
</tr>
<tr>
<td>Construction Administration &amp; Bidding Assistance</td>
<td>$2,500.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$45,397.00</strong></td>
</tr>
</tbody>
</table>

### Landscape Design

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schematic Design</td>
<td>$6,224.00</td>
</tr>
<tr>
<td>Design Development</td>
<td>$8,518.00</td>
</tr>
<tr>
<td>Construction Documents</td>
<td>$11,678.00</td>
</tr>
<tr>
<td>Owner Meetings</td>
<td>$2,856.00</td>
</tr>
<tr>
<td>Construction Administration &amp; Bidding Assistance</td>
<td>$4,672.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$33,948.00</strong></td>
</tr>
</tbody>
</table>

### MEP Design

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restroom Mechanical (Prefabricated)</td>
<td>$750.00</td>
</tr>
<tr>
<td>Onsite Electrical Design</td>
<td>$4,500.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$5,250.00</strong></td>
</tr>
</tbody>
</table>

### Reimbursable Expenses

<table>
<thead>
<tr>
<th>Expense</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$750.00</td>
</tr>
<tr>
<td></td>
<td>$750.00</td>
</tr>
</tbody>
</table>

**Total - Hourly, Not-to-exceed (see note below)**

| **Total**                              | **$85,345.00**|

**Notes:**

Legal descriptions are not anticipated but will be $1,000 extra each if needed. See civil proposal.
Invoicing will be on an hourly, not-to-exceed basis. Services beyond this scope of work can be added as separate proposals or as additional services at an hourly rate based on the below Schedule of Charges.

Our deliverables will be a stamped full-size PDF document packages e-mailed to City of Meridian (hard copies upon request). Later design revisions resulting from changes to the approved plans will be considered as additional services at an hourly rate based on the Schedule of Charges below.

**JENSEN BELTS ASSOCIATES**  
**2019 SCHEDULE OF CHARGES**

<table>
<thead>
<tr>
<th>Staff</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>$102.00</td>
</tr>
<tr>
<td>Landscape Arch</td>
<td>$ 88.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Copies</td>
<td>.10 each</td>
</tr>
<tr>
<td>Plots</td>
<td>5.00 small, 6.00 large</td>
</tr>
<tr>
<td>Out of house printing</td>
<td>At Cost</td>
</tr>
<tr>
<td>Travel, telephone, postage</td>
<td>At Cost</td>
</tr>
<tr>
<td>Civil</td>
<td>See attached</td>
</tr>
<tr>
<td>Electrical</td>
<td>See attached</td>
</tr>
</tbody>
</table>

**KEY PERSONNEL**

Bruce Taylor, Principal-in-Charge/Project Manager  
Mr. Taylor will perform the administrative function including all program, policy and contractual issues. He will also be responsible for coordination during design phase and oversee all Design and Documentation.

**CONTACT**

Bruce Taylor  
Jensen Belts Associates  
1509 S. Tyrell Ln., Ste 130  
Boise, ID 83706  
Phone: 343-7175  
E-mail: bruce@jensenbelts.com

We greatly appreciate the opportunity to assist you on this project and are pleased to address any proposal clarifications. Should this proposal meet your expectation, please signature and return a copy.

Yours truly,  
**JENSEN-BELTS ASSOCIATES, PLLC**

Bruce Taylor  
Principal

[Signature]

Signature/Date
June 3rd, 2019

JBA Architects, PA
Attn: Bruce Taylor, Principal
495 Main Street
Boise, Idaho 83702

SUBJECT: Brandt Park Phase 2; Nampa, Idaho - Civil Engineering Design Services

Dear Mr. Taylor,

Please find this letter in response to your request for a proposal for civil engineering services as related to Phase 2 of the Brandt Park Development in Nampa, Idaho.

INTRODUCTION

Jensen Belts Associates (JBA) has requested Erickson Civil, Inc. (ECI) to provide a scope of services to prepare civil engineering construction plans for the new 14.5+/- acre Brandt Park Development Phase 2 in Nampa, Idaho within the Phase 2 boundary shown on Exhibit C. The project civil engineering design will include grading & drainage, utility plan preparation, SWPPP design and general coordination with the design team, and owner. ECI will prepare a civil engineering design for submittal to the City of Nampa for review, approval, and construction by JBA. It’s our understanding that the design for the fronting roadways (Cherry Ln. & W. Orah Dr.), and subdivision streets, will performed by others. We have previous experience working with the project design team understand the project demands. The following summary outlines tasks to be performed by ECI.

1. Project Management.
3. SWPPP preparation.

The following detailed Scope of Services outlines anticipated Civil Engineering services and coordination efforts with the project team that will be provided by ECI.

SCOPE OF WORK

I. TASK 1 - PROJECT MANAGEMENT & TERMS

A. Notice to Proceed: JBA’s acceptance of ECI’s proposal will serve as the Notice to Proceed for the work. ECI is available to begin design work immediately thereafter.

B. Project Kick-Off Meeting: ECI will contact JBA to discuss and coordinate any initial coordination items required to gain additional project understanding, the intent of JBA and any other initial “Project Setup” items as necessary to begin work.

C. Progress Reports: ECI will issue monthly Progress Reports to JBA complete with an estimate of percent project completion, updated project milestones, and an invoice for work completed.
D. Project Schedule: ECI will prepare a project schedule for the civil engineering work that fits within the overall project schedule. The schedule will be updated on a monthly basis.

E. Coordination Meetings: ECI and JBA will meet and/or have telephone conferences throughout the duration of the project based on the agenda items to be discussed. ECI will coordinate meetings with JBA to discuss current project issues and to seek feedback to keep the project tracking forward.

F. Terms and Conditions: See attached “Standard Terms and Conditions” attached hereto as Exhibit A, which includes pages A1 and A2.

Deliverables include:
- Progress Reports
- Schedule Updates
- Design Coordination Meetings and Action Items

JBA’s Role:
- Conference calls and meetings.
- Attend coordination meetings with the City, if required.
- Provide necessary application and review fees.
- Work with ECI to provide input in the form of review comments throughout project development.

II. TASK 2 – BASE MAP PREPARATION: JBA will provide ECI an AutoCAD file of the current site plan for use in preparing the final design and construction drawings. ECI will prepare a project base map utilizing the project site plan and topographic survey.

III. TASK 3 – OWNER MEETINGS: ECI will attend meetings with the owner and design team throughout the duration of the design and construction phases of the project. This proposal is structured for meeting attendance efforts on a time & materials basis.

IV. TASK 4 - TOPOGRAPHIC SURVEY: ECI will perform a topographic survey for the area shown on Exhibit B as described below. A title report of the property, with all underlying documentation, will be provided to ECI by JBA prior to surveying commencing. If a title report is not provided, easements or other items affecting the property may not be noted or shown on the survey drawing. It is assumed that property pins are in place to designate the property boundary. If property pins are not found, the property boundary would need to be determined to be shown accurately under a separate scope of work.

Perform a topographical surveying of the site to include the following:

- Conduct control in order to establish the project datum.
  - Horizontal Datum shall be related to Idaho State Plane Coordinates, NAD 83
  - Vertical Datum shall be NAVD88.
- Conduct Topographical mapping of the site.
  - Survey locations of surface features on the site to include trees, ditches, fences, buildings, adjacent roads, monitor wells, visible utilities, etc.
  - Survey existing underground utility information as marked in the field by locating companies.
  - Survey location of all streets or driveways within 25’ of project area.
  - Survey grid of the project site at a 25-foot interval to create an accurate surface model of the site.

Deliverables:
- Electronic file of topographic base map and contour information.
- ASCII file of survey data, both electronically and hardcopy.
- Electronic point file containing AutoCAD surface information.
A. Develop Base Mapping: ECI will prepare the project civil base mapping utilizing the site plan prepared by JBA.

B. Construction Staking: Not included in this Scope of Work.

C. As-Built Survey: Not Included in this Scope of Work.

D. Legal Description and Exhibit Preparation: Easement legal descriptions and exhibits will be completed on a per each basis as outlined in the fee section of this proposal.

V. TASK 5 - SCHEMATIC DESIGN & DESIGN DEVELOPMENT: ECI will develop concept plans for civil engineering design items including onsite storm water disposal, and onsite utility services. The plans will include rough piping layout and preliminary BMP facility design. In addition, existing conditions will be evaluated for design alternative suitability in accordance with the City of Nampa Storm Water Ordinance. Rough space and volume requirements for drainage facilities will be estimated and discussed with JBA. It is anticipated that a storm water facility designed by others will be sited on the park property near the southwest corner of the park. The following items summarize the content of the preliminary design plans.

A. Storm Water Drainage Plan: ECI will develop a preliminary grading & drainage plan for storm water disposal and include concepts for BMP’s. The plan will be used for illustration and discussion purposes with owner and project design team and will be further developed, as modified, in the contract documents stage of design.

B. Utility Plan: ECI will develop a preliminary site utility plan that shows the water and sewer services extensions to the buildings. It is anticipated that water and sewer services are available onsite to serve the development. Onsite easement needs will be determined and ECI will coordinate with the respective utility companies to prepare the easement dedication documents. Offsite utility extension or easements are not anticipated.

• Water – ECI will coordinate with City regarding the design of new onsite waterline improvements. ECI will develop a preliminary design for the water service. JBA will provide ECI the building point of entry locations and the required line sizes for fire service lines and domestic water services. The water service line will be designed to a point within five feet of the building.

• Sanitary Sewer – ECI will coordinate with the City and design a sewer main or service to serve buildings planned with Phase 3. Offsite sewer service or main improvements are not anticipated. JBA will provide ECI the sewer service points of entry to the buildings and line sizes. The sewer service lines will be designed to a point within five feet of the building.

• Power, Telephone, Cable TV, and Gas – By Others.

• Pressure Irrigation, Landscape, Sprinklers and Fencing – By Others.

• Pressure Irrigation Pump Station – Not Anticipated.

• Gravity Irrigation – ECI will prepare a design to extend the existing Phase 1 gravity irrigation drain line along the northerly boundary of Phase 2.

C. Frontage Roadway Plans: Not Anticipated.

• Right of Way Dedication – Not Anticipated.
• Frontage Roadway Design – By Others.

D. Preliminary Agency Coordination – ECI will meet with the City to review and refine the development plan.

VI. **TASK 6 – CONSTRUCTION DOCUMENTS:** ECI will prepare final construction plans for civil engineering design items including grading & storm water disposal, water & sewer services, and the project SWPPP. The plans will be an advancement of the Design Development plans to include additional details, calculations, specifications and other design team coordination items. The following items summarize the content of the Construction Documents.

A. Construction Plans

1. **Agency Coordination:** ECI will coordinate the design of public improvements to comply with the requirements of the City.

2. **Grading and Drainage Plans:** Detailed grading and drainage plans will be developed that will identify finished grade contours and/or spot elevations for concrete curbing and asphalt, and storm drain catch basins & associated pipes. ECI will perform detailed storm runoff calculations to identify peak runoff rates and volumes for drainage design. No complex detention or retention facilities are anticipated. ECI will incorporate BMP’s into the design as may be required by the City. ECI will provide final drawings and project specifications stamped by an engineer registered in the State of Idaho.

3. **Water and Sewer Plans:** ECI will develop detailed construction drawings, details and specifications for construction of onsite water and sewer main and service extensions and connections. Offsite water or sewer extensions or easement acquisitions are not anticipated.

4. **Joint Trench Coordination:** ECI will provide assistance to JBA to coordinate joint trench utility services to serve the building.

5. **Pressure Irrigation Pump Station:** Not anticipated.

6. **Nampa Irrigation District License Agreement:** Not anticipated.

7. **Fire Protection Design:** Not anticipated.

8. **Gravity Irrigation or Ditch Tiling:** ECI will finalize the design to extend the existing Phase 1 gravity irrigation drain line along the northerly boundary of Phase 2.

9. **Development of Details:** ECI will develop details in accordance with the local jurisdictions for specific civil design elements.

10. **Project Specifications:** ECI anticipates using the current edition of ISPWC Standard Drawings and Specifications, and the City of Nampa Supplemental Specifications as applicable thereto.

11. **Prepare 100% Construction Drawings:** ECI will finalize the construction drawings for submittal to the appropriate agencies for approval.

B. Building Permit Submittal

1. ECI will prepare the Civil Engineering related portion of the Building Permit package for submittal by JBA.
VII. **TASK 7 – LEGAL DESCRIPTION AND EXHIBIT PREPARATION:** It is anticipated that legal descriptions and exhibits will be required for various easements and dedications. ECI will determine the easement and dedication needs and will coordinate the easement dedications. It’s anticipated that easement acquisition will progress smoothly without delay. Easement acquisition services will be performed on a time and materials basis. Legal Description and Exhibit preparation will occur on a per each basis as needed. See Fee Estimate section of this proposal.

VIII. **TASK 8 – STORM WATER POLLUTION PREVENTION PLAN** - ECI will prepare a Storm Water Pollution Prevention Plan as required by the EPA. Deliverables will include a plan drawing. EPA permitting including NOI’s; SWPPP implementation, management, and maintenance; and NOT’s will be performed by others.

IX. **TASK 9 – CONSTRUCTION ADMINISTRATION & BIDDING ASSISTANCE:** ECI anticipates that the following Construction Administration tasks will be required to complete the project. This proposal is structured for completion of Construction Administration & Bidding Assistance efforts on a time & materials basis.

A. **Bidding Assistance:** ECI will attend pre-bid meeting if requested. In addition, ECI will be available to field questions of bidders that arise during the bidding process. Bidding Documents will be prepared by others.

B. **Preconstruction Meeting** – ECI will attend a preconstruction meeting with the LCA and the contractors performing the work. LCA will chair the meeting and will review the project schedule and inspection needs.

C. **Contractor Submittal Reviews:** ECI will review shop drawings for project components and materials that are specified within the specifications. Submittals that will require review should be provided to ECI. Upon completion of ECI’s review, all submittals will be returned to LCA for distribution and processing.

D. **Periodic Site Visits & Design Clarification:** ECI will visit the site and review progress as requested. ECI will check general conformance between the design and the construction activities.

E. **Opinion of Probable Cost:** If requested, ECI will prepare an Opinion of Probable Cost.

F. **Punch List Preparation:** ECI personnel will visit the site and compare work completed to the contract plans and specifications. A punch list of outstanding items will be generated and provided to LCA for appropriate follow-up. Re-inspection will be performed as requested.

X. **WORK NOT INCLUDED:** This item is included for reference to ensure that there is a concise understanding of what tasks ECI has not included within this Scope of Services. Several of the items are either not anticipated to complete the project or are services assumed to be provided by others to avoid duplication of efforts. Please notify us if you feel a need for ECI to include any of the tasks identified below; we are certainly able to modify our Scope of Services to incorporate any additional project needs.

A. **Project Applications and Permit/Review Fees.** (To be prepared and paid by JBA)
B. **Retaining Wall Design.** (By Others)
C. **Pervious Concrete/Pavement Design.** (Not Anticipated)
D. **Bid Documents.** (By Others)
E. **Building design.** (By Others)
F. **New Sewage Pump Station Design.** (Not Anticipated)
G. **Bulk Printing.** (Not Anticipated)
H. **Utility Boring.** (Not anticipated)
I. **Flood Plain Work including, Permitting, Modeling, Map adjustments, LOMR-F, LOMA.** (Not Anticipated)
J. **Detailed/Drafted Record Drawing Preparation.** (Not Anticipated)
K. Attorney Retainer Fees for License Agreements. (Not Anticipated)
L. Traffic Impact Analysis. (Not anticipated)
M. Full Time Construction Inspection. (Not Anticipated)
N. Environmental Clearances environmental clearances including but not limited to investigations, studies, surveys, delineations, or assessments. (Not Anticipated)
O. Wetland and Riparian Delineations. (Not Anticipated)
P. USACE Section 404 Permitting (Not Anticipated/By Others).
Q. Developing, assembling, and reproducing contract and bidding documents. (Not Anticipated)
R. Hydraulic capacity evaluations of existing water and sanitary sewer systems. (Capacity information will be provided by the City of Nampa)
S. Trash Enclosure and other Site Amenity Design. (By Others)
T. Fire Sprinkler Design & Fire Service Line Sizing (By Others).
U. Topographic & Boundary survey, Record of Survey, ALTA Survey, and platting. (Not Anticipated)
V. Easement Agreement Creation – Use Agency Standard Forms. (Not Anticipated)
W. Structural Building/Footing Design. (By Others)
X. Site Lighting. (By Others)
Y. Life Safety Analysis & Associated Tasks. (By Others)
Z. Detailed Entrance Signage Design. (By Others)
AA. Potholing Services for Subsurface Utility Exploration. (Not Anticipated)
BB. Offsite Utility Extensions. (Not Anticipated)
CC. Separate Permit Submittals for Grading and Utilities. (Not Anticipated)
DD. Conditional Use, Rezone, or other entitlement proceedings. (Not Anticipated)
EE. Pressure Irrigation Pump Station (Not Anticipated).
FF. Site Plan Preparation – ECI will use existing site plan prepared by JBA for design purposes. (Not Anticipated)
GG. Gravity Irrigation Ditch tiling or Irrigation Structures unless specifically itemized. (Not Anticipated)
HH. Well design, Water Right Acquisition or Transfers. (Not Anticipated).
II. Legal Proceedings and or Protests. (Not Anticipated).
JJ. Landscaping, Irrigation, Sprinklers, and Fencing. (By Others)
KK. Existing Utility Relocations and Existing Easement Vacations. (Not Anticipated)
LL. Geotechnical Investigation (To be provided to ECI by JBA for pavement & drainage design).
MM. Frontage Improvement Design, Right-of-Way Dedication, or Utility Improvements along Cherry Ln. (Not Anticipated)
XI. FEE ESTIMATE*

Civil Engineering Design Tasks
I. Project Management $ 400
II. Schematic Design $ 5,107
III. Design Development $ 13,619
IV. Construction Documents $ 15,321

Hourly Not to Exceed $ 34,447

Topographic Survey
V. Topographic Survey $ 3,000
Hourly Not to Exceed $ 3,000

Storm Water Pollution Prevention Plan
VI. Storm Water Pollution Prevention Plan $ 3,150
Hourly Not to Exceed $ 3,150

Owner Meetings
VII. Owner Meetings $ 2,300
Hourly Not To Exceed $ 2,300

Construction Administration
VIII. Construction Administration $ 2,500
Hourly Not to Exceed $ 2,500

*Legal Descriptions and Exhibits: All legal description needs have not yet been determined for the project and will be resultant of the investigation and design process. Easement legal descriptions and Exhibits will be prepared on a per each basis at a rate of $1,000.00 each.

Additional work items not include within this Scope of Services will be provided on a time and materials basis under a supplemental Scope of Work. Hourly Rates for Time and Materials Work are as follows: Principal = $125.00; Project Manager = $115.00; Project Engineer = $95.00; Technical Designer = $80.00; Clerical = $45.00; Survey Crew $150.00; Professional Surveyor $95.00.

If this proposal is acceptable, please secure the appropriate signature on the attached Notice to Proceed and return one original copy to Erickson-Civil, Inc. We would appreciate the opportunity to further discuss this proposal with you if you should have any questions. I will be the single point of contact for questions and coordination efforts related to the project.

Sincerely,
ERICKSON-CIVIL, INC.

Ross K. Erickson, P.E.
Project Manager
Notice To Proceed

(Proposal Fee subject to change if not executed within 30 days of proposal date)

Notice is hereby given to Erickson Civil, Inc. to proceed with the project known as the “Brandt Park Phase 2 – Nampa, ID” as outlined in the attached project proposal dated 6/3/19. All work will be performed in accordance with the attached proposal. Payment for services rendered by Erickson Civil, Inc. shall be made within 30 days from the date of receipt in accordance with Section 4.3 of attached Exhibit A, “Standard Terms and Conditions”. By signing this Notice to Proceed, the attached proposal becomes a contract with Erickson Civil, Inc. subject to the “Standard Terms and Conditions” attached hereto as Exhibit A, which includes pages A1 and A2. We hereby enter into this agreement with Erickson Civil, Inc. to provide the civil engineering services as outlined in this proposal/contract.

_________________________________________  ____________________________
Signature                                           Date

_________________________________________
Printed Name and Title

_________________________________________
Company Name

_________________________________________
Billing Street Address

_________________________________________
City, State, Zip

_________________________________________  ____________________________
Contact Phone No.                                      Fax No.

Once executed, please mail or fax this form to Erickson Civil, Inc. Attn: Ross Erickson
EXHIBIT A: STANDARD TERMS AND CONDITIONS

1. CLIENT’S RESPONSIBILITIES

1.1 Name CLIENT’s representative with authority to receive information and transmit instructions for CLIENT.

1.2 Provide CLIENT’s requirements for project, including objectives and constraints, design and construction standards, bonding and insurance requirements, and contract forms.

1.3 Provide available information pertinent to project upon which CONSULTANT may rely.

1.4 Arrange for access by CONSULTANT upon public and private property, as required.

1.5 Examine documents presented by CONSULTANT, obtain legal and other advice as CLIENT deems appropriate, and render written decisions within reasonable time.

1.6 Obtain consents, approvals, licenses, and permits necessary for project.

1.7 Advertise for and open bids when scheduled.

1.8 Provide services necessary for project but not within scope of CONSULTANT’s services.

1.9 Indemnify CONSULTANT, its employees, agents, and consultants against claims arising out of CONSULTANT’s design, if there has been a deviation from the design beyond the CONSULTANT’s control or failure to follow CONSULTANT’s recommendation and such deviation or failure caused the claims.

1.10 Promptly notify CONSULTANT when CLIENT learns of contractor error or any development that affects scope or timing of CONSULTANT’s services.

2. PERIOD OF SERVICE

2.1 CONSULTANT is not responsible for delays due to factors beyond its control.

2.2 If CLIENT requests changes in project, compensation for and time of performance of CONSULTANT’s services shall be adjusted appropriately.

3. OPINION OF PROBABLE COST

3.1 Opinion of Probable Cost. Since CONSULTANT has no control over cost of labor, materials, equipment or services furnished by others, over contractors’ methods of determining prices, or over competitive bidding or market conditions, its opinion of probable cost analysis should be made on the basis of its employees' experience and qualifications and should represent their best judgment as experienced and qualified professionals, familiar with the construction industry. CONSULTANT does not guarantee that proposals, bids, or actual construction cost will not vary from its Opinion of Probable Cost analysis. CLIENT shall employ an independent estimator if an increased assurance of construction cost is desired.

4. GENERAL

4.1 Termination.

4.1.1 Either party may terminate their obligation to provide further services upon written notice, after substantial default by other party through no fault of terminating party.

4.1.2 The CLIENT may terminate CONSULTANT’s services upon written notice if the Client is not satisfied in the Client’s sole and absolute discretion. In such event, progress payments due CONSULTANT for services rendered, plus unpaid reimbursable expenses and interest, shall constitute total compensation due.

4.2 Reuse of Documents.

4.2.1 All tangible items prepared by CONSULTANT, including electronic Computer Aided Design (CAD) files, are instruments of service, and CONSULTANT retains all copyrights. CLIENT may retain copies for reference, but unauthorized use, reuse on another project, or subsequent phase of the same project, without CONSULTANT’s written consent is prohibited. CLIENT will indemnify CONSULTANT, its employees, agents, and consultants against claims resulting from such prohibited reuse. Said items are not intended to be suitable for completion of this project by others.

4.2.2 Submittal or distribution of items in connection with project is not publication in derogation of CONSULTANT’s rights.

4.3 Payment.

4.3.1 CONSULTANT will submit a monthly statement for services rendered and reimbursable expenses incurred. CLIENT shall make prompt payment to CONSULTANT for services and expenses within 15 days of receipt.

4.3.2 If CLIENT fails to make payment within thirty (30) days after receipt CONSULTANT’s invoice or statement, interest at maximum legal rate, or at a rate of 18%, whichever is less, shall accrue; and, in addition, CONSULTANT may, after giving seven (7) days written notice, suspend services until all outstanding invoices have been paid in full.

4.3.2.1 CLIENT shall be responsible for all collection and/or legal fees necessitated by latency or default in payment, and collection of debt. Accounts not paid within (90) days of receipt of invoice will be sent to collections. CLIENT agrees that collection fees shall be assessed at a rate of 50% of the total outstanding balance calculated at the time the account is sent to collections, said collection fees are added to the original outstanding balance to determine the collection amount owed.

4.2.2.2 CLIENT agrees that billings, invoices, and statements prepared by CONSULTANT constitute services rendered to CLIENT under this Agreement.

4.3.3 CLIENT has provided, or shall provide for payment from one or more lawful sources of all sums to be paid to CONSULTANT.

4.3.4 CONSULTANT’s compensation shall not be reduced on account of any amounts withheld from payments to contractors.

4.4 Controlling Law. Agreement shall be governed by Idaho law.

4.5 Successors and Assigns.

4.5.1 The parties bind themselves, their successors, and legal representatives to the other party and to successors and legal representatives of such other party, in respect to all covenants and obligations of this Agreement.

4.5.2 Neither party shall assign, sublet, or transfer any interest in this Agreement without written consent of the other, provided CONSULTANT may employ such independent consultants, associates, and subcontractors as it may deem appropriate.

4.5.3 Nothing in this Agreement shall be construed to give any
EXHIBIT A: STANDARD TERMS AND CONDITIONS

rights or benefits to anyone other than the parties.

4.6 CONSULTANT’s Accounting Records. Records of CONSULTANT’s personnel time, reimbursable expenses, and accounts between parties should be kept on a generally-recognized accounting basis for work to be completed on a Time and Materials.

4.7 Separate Provisions. If any provisions of this Agreement shall be held to be invalid or unenforceable, remaining provisions shall be valid and binding.

4.8 Waiver. No waiver shall constitute a waiver of any subsequent breach.

4.9 Warranty.

4.9.1 CONSULTANT should use reasonable care to reflect requirements of all applicable laws, rules, or regulations of which CONSULTANT has knowledge or about which CLIENT specifically advises in writing, which are in effect on date of Agreement. CONSULTANT intends to render services in accordance with generally accepted professional standards, but no other warranty is extended, either express or implied, in connection with such services. CLIENT’S rights and remedies in this agreement are exclusive.

4.9.2 CONSULTANT shall not be responsible for contractors’ construction means, methods, techniques, sequences, or procedures, or for contractors’ safety precautions and programs, or for contractors’ failure to perform according to contract documents.

4.9.3 The CONSULTANT believes that any computer software provided under this Agreement is suitable for the intended purpose, however, it does not warrant the suitability, merchantability, or fitness for a particular purpose of this software.

4.10 Period of Repose. Any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued not later than completion of services to be performed by CONSULTANT.

4.11 Indemnification. To the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CLIENT, CLIENT’s officers, directors, partners, employees, and agents from and against any and all claims for bodily injury and for damage to tangible property caused solely by the negligent acts or omissions of CLIENT or CLIENT’s officers, directors, partners, employees, agents, and CLIENT’s consultants with respect to this Agreement on the Project. In addition to the indemnity provided under this section, and to the fullest extent permitted by law, CLIENT shall indemnify and hold harmless CONSULTANT and its officers, directors, partners, employees, and agents and CONSULTANT’s consultants from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) caused by, arising out of, or relating to the presence, discharge, release, or escape of asbestos, PCBs, petroleum, hazardous waste, or radioactive material at, on, under, or from the Project site.

4.12 Limitation of Liability. CLIENT and CONSULTANT have discussed the risks and rewards associated with this project, as well as consultant’s fees for services. CLIENT and CONSULTANT agree to allocate certain of the risks so that, to the fullest extent permitted by law, and notwithstanding any other provision of this agreement, the total liability, in the aggregate, of the CONSULTANT (including its officers, directors, employees, agents and subconsultants), to CLIENT and anyone claiming by, through or under CLIENT, for any and all claims, losses, costs (including attorney’s fees), or damages whatsoever arising out of, resulting from, or in any way related to the performance of services under this agreement from any causes, including but not limited to negligence, professional errors or omissions, or warrantees expressed or implied, of CONSULTANT or CONSULTANT’S CONSULTANTS, shall not exceed $10,000 or the total compensation received by CONSULTANT, whichever is greater. This limitation includes liability under section 4.11.

4.12.1 CONSULTANT’S services in connection with the Project shall not subject CONSULTANT’S employees, officers, shareholders or directors to any personal legal exposure for the risks associated with the Project. Therefore, and notwithstanding anything to the contrary contained herein, CLIENT agrees that as CLIENT’S sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against CONSULTANT (Erickson Civil, Inc., an Idaho Corporation) and not against any of CONSULTANT’S employees, officers, shareholders or directors.

4.13 Extent of Agreement. This Agreement represents the entire agreement between the parties and may be amended only by written instrument signed by both parties.

4.14 Subrogation Waiver. The CLIENT waives all rights against CONSULTANT, and against contractors, consultants, agents, and employees of the CONSULTANT for damages covered by any property insurance during construction, and CLIENT shall require similar waivers from their contractors, consultants, and agents.
TOPOGRAPHIC SURVEY FOR THIS AREA
June 3, 2019

Jensen Belts
1509 Tyrell Lane, Ste. 130
Boise, Idaho 83706

ATTENTION: Bruce Taylor

RE: Engineering Fee Proposal – REVISED
Project – Orah Brant Park – Phase 2

Dear Bruce:

We appreciate the opportunity to be a part of your design team on the above referenced project. Based on my understanding of the project, I would propose to provide the following fees for our services:

**Mechanical:**
- Design & Construction Documents:
  - Hourly, not to exceed $750.00

**Electrical:**
- Design & Construction Documents:
  - Hourly, not to exceed $4,500.00

**Reimbursable Expenses:**
- Expenses (mileage, printing, travel, deliveries) will be billed at cost.

The above fees are based on the following scope of work:

**Mechanical Design & Construction Documents:**
- Heating systems for Pre-manufactured restroom building.
- Piping for all utilities to 5'-0" outside building. Piping beyond 5'-0" shall be by others.
- Energy calculations and compliance documentation for mechanical systems, per the International Energy Conservation Code.
- Mechanical specifications, either on the drawings or in a project book.
- Opinion of probable costs at DD and CD phases.

**Electrical Design & Construction Documents:**
- Interior lighting, exterior building lighting, and lighting controls to meet applicable energy code requirements.
- Site power distribution, including coordination with the local utility for current and future buildings.
- Low-voltage systems (security and CCTV) will include empty raceways and outlet boxes. Not included are wiring, terminations, and hardware, such as head-end equipment, telephone switchers, handsets, computers, servers, hubs or networking devices.
- Energy Code Lighting Compliance forms.
- Electrical specifications, either on the drawings or in a project book.
- Opinion of probable costs at DD and CD phases.

**Construction Administration:**
- Bidding/negotiation services.
- Interpretation of contract documents.
- Reviewing RFI's and change orders.
- Review of submittals and shop drawings.
- General coordination during construction.
- Site observations & reports.
The following services are **not included** in the above fees.
- Building energy modeling.
- Construction administration.
- Value engineering revisions after bidding.
- Envelope Com Check.
- Fire protection system design and construction documents.
- Record drawings.
- Utility rebate submittals.
- Renewable energy design.

Services provided on an hourly basis shall be at the following hourly rates for 2019. Services provided beyond 2019 shall be at the rates in effect at the time of service.

- Principal .......................................................... $160.00/hour
- Senior Project Engineer ........................................ $130.00/hour
- Energy Modeling .................................................. $130.00/hour
- Project Manager .................................................. $120.00/hour
- Project Engineer .................................................. $100.00/hour
- Project Designer .................................................. $  90.00/hour
- CADD Operator .................................................. $  80.00/hour
- Administrative Assistant ....................................... $  80.00/hour
- Expenses (mileage, printing, travel, deliveries) ........ $ Billed at Cost

Billings for services are issued on a monthly basis and are due within 30 days following the billing date. Any amounts unpaid at the end of 60 days following the billing date will accrue interest (from the billing date) at the rate of 1½% per month, which will be added to the unpaid balance.

Musgrove Engineering will perform its services using the degree of care and skill ordinarily exercised by design professionals performing similar services in the same locality under similar circumstances and conditions.

I sincerely appreciate the opportunity to present you with this proposal, Bruce. If this proposal meets your approval, please sign it in the appropriate space below and return it to me, retaining a copy for your files.

Respectfully,

Kurt Lechtenberg, P.E., LEED AP

KL/ebv

Project: **Orah Brant Park – Phase 2 – REVISED**

Client: **Jensen Belts**

Approved this _______ day of ________________, 2019.

By, ______________________________________________________

(Please Print Name & Title) _____________________________ (Signature)

Note: We cannot begin work on any project without receipt of a signed contract. Payment for services is due after completion of services – whether or not the project proceeds into construction.
MEMORANDUM

To: Mayor Kling and Nampa City Council
From: Darrin Johnson, Parks and Recreation Director
Date: June 17, 2019
Re: Idaho Department of Corrections Vocational Workforce Program

In recent years, hiring seasonal staff has been difficult. Competition in a strong labor market has created challenges finding and keeping staff for the Parks and Recreation Department. With this, we believe diversifying our workforce will be beneficial. Nampa Parks currently has about 11 fulltime park technicians and we try to maintain about 23 seasonal workers. Moving forward, we are requesting city council approve an agreement with the Idaho Department of Corrections Vocational Workforce Program. The vocational workforce program will supply six workers that will perform landscaping tasks.

This effort will not replace any fulltime employees nor will it replace our temporary seasonal workers. Having an agreement with the vocational workforce program will be a supplement to our staff and allow us to reduce the number of temporary workers. The cost of having six vocational workforce members is comparable to hiring six temporary workers. The program will fit into the current budget and will have a neutral budget impact.

For oversight and safety, no sex offenders will be part of the vocational workforce group and a law enforcement official will be directly supervising the workers at all times. The contract has been reviewed by Nampa’s legal office.

Action Items:

Request authorization for the Mayor and Parks and Recreation Director to sign the attached agreements with the Idaho Department of Corrections Vocational Workforce Program.
This agreement entered into by and between the State of Idaho Department of Correction, hereinafter referred to as “State,” and City of Nampa Parks and Recreation, hereinafter referred to as “Agency”; under the provisions of Public Law 94-148, dated December 12, 1975, (16 U.S.C. 565a-1-a-3), Idaho Code 20-245, and/or Idaho Code 20-410 (as amended 1980) and/or Idaho Code 20-413.

WHEREAS, Idaho Code 20-245 grants the Board of Correction “the authority to use, under such rules as they may prescribe, the labor of offenders either within or without the walls of the penitentiary and on all public works done under the direct control of the state…”; and/or

WHEREAS, Idaho Code Section 20-410 authorized the Board of Correction to “enter into contracts or cooperative agreements with any public agency, state or federal, for the performance of conservation projects which are appropriate and under conditions consistent with policies established by the board.” And/or

WHEREAS, Idaho Code Section 20-413 authorizes the Board of Correction “to cause the inmates in the state prison to be employed in the rendering of such services and in the production and manufacture of such articles, materials and supplies as are now or may hereafter be needed by any public institution or agency of the state or any political subdivision thereof…”; and

WHEREAS, the State has established, maintains and operates a Department of Correction;

WHEREAS, the State desires to participate in project programs as a means of providing healthful, wholesome, and educational outdoor activity, valuable job training and development programs for State offenders;

WHEREAS, the Director of the Department of Correction, is the designated agent of the Board of Correction for entering into work projects with governmental and non-profit agencies;

WHEREAS, it is to the mutual benefit of the State and agencies to assist and cooperate in a program of constructive work in such ways as will contribute to the public welfare;

NOW, THEREFORE, in consideration of these premises, the parties hereto agree as follows:

A. **The State shall:**

1. **Furnish offenders from the Idaho Department of Correction appropriately clothed to do project work. Offenders will be selected by a screening process, conducted by the State, which will address offenders’ suitability and capability for project work.**

   Excluding emergencies and in conjunction with prior training or other project commitments, make offender project crews available Monday through Sunday not to exceed ten (10) hours per day or fifty (50) hours per week including travel time or as otherwise provided in the project work and financial plan.

2. **Provide all necessary medical attention, including first aid, on the work projects, and shall provide the Agency written instructions outlining the procedure that the State desires to have followed in case of serious injury or illness of offenders while on work projects.**
3. Be responsible for the offenders’ housing, feeding, clothing and transportation to and from work sites unless otherwise stipulated in the work and financial plans.

4. When necessary and agreed upon with the Agency, provide equipment for use on projects on a reimbursable basis. Types of equipment and reimbursement rates are to be agreed upon in the project work and financial plans.

5. Bill the Agency monthly for services, tools and equipment at use rates established in the project work and financial plans, itemizing costs for payment. Billings are to be sent to:

   City of Nampa Parks & Recreation  
   Address: 131 Constitution Way  
   City/State/Zip: Nampa Idaho, 83686  
   Phone: 208-468-5858  
   Fax: 208-318-2271  
   Contact: Direct Contact. Cody Swander Park Superintendent. 208-468-5890

6. At all times, have full jurisdiction and custody over and be responsible for supervision, discipline and control of offenders assigned to the Agency under this agreement; and shall provide the necessary security personnel to accompany crews while on work projects.

7. Instruct State work supervisors that they shall receive from the Agency a copy of the approved work plans and the name of the supervisor under whose technical direction the work is to be done.

8. In connection with the performance of work under this agreement, not discriminate against any offender because of age, sex, race, religion, color, or national origin.

9. Instruct, with the policies of the State, those Agency personnel who are providing technical assistance to the offenders. Copies of these policies shall be furnished to the Agency.

10. Provide the Agency with the name of the State work project liaison officer who is qualified and experienced to assist and provide technical direction to the offenders.

B. **The Agency shall:**

1. Assign fully qualified and experienced supervisors to provide the technical direction for State work supervisors on all projects undertaken within the terms of this agreement. These supervisors shall give specific directions as to what and how project work is to be done, provide technical advice, make necessary corrections or changes in project design, give final approval of project work before crews proceed to the next job, and assure that crews are working in a safe manner and using tools correctly and conduct safety meetings with crews. In the event that the work crews do not produce the required amount of work, work is not done to approved work plan standards or work crews do not work in a safe manner, the supervisor shall advise the State liaison officer of such defects in performance in writing as soon as possible.

2. Inform the Agency personnel that they shall not mail or deliver notes or packages for offenders, barter, gamble or furnish money, alcohol, drugs or tangible goods of any kind to any offender or State employee, nor furnish any other item or substance prohibited by the State.

3. Prepare annually, as of December 31, a report of offender accomplishments of projects during the previous fiscal year and furnish a copy of the report to the State liaison officer.
4. Provide all essential tools, equipment, and materials to conduct the work project to be performed by the offenders, except when agreed upon in advance that the State will furnish all or part of the tools, equipment, and material for specified projects.

5. Pay the State, based on monthly billings, in accordance with rates established in the project work and financial plan:
   - cost of offender hours worked
   - cost of equipment to be reimbursed
   - cost of materials furnished
   - cost of transportation
   - cost of correctional supervisors

6. Provide the State on a reimbursement basis any emergency medical transportation for use by injured offenders that is generally available on the assigned work project to employees.

7. Provide the State with the name of the project work coordinator for the Agency.

8. If permitted by law, the Agency shall indemnify, defend and hold harmless the State and its officers, employees and agents from and against any and all liability, claims, damages, losses, expenses or actions, including reasonable attorneys’ fees and costs caused by or arising out of or relating to the activities of the Agency or its officers, employees, subcontractors, or agents under this contract or arising from the failure of the Agency, its officers, employees, subcontractors, or agents to comply with any applicable State, federal or local law, statute, rule, regulation or act. This duty to indemnify, defend and hold harmless shall encompass any claims which include or allege negligence of the Agency, its agents, officers or employees other than claims which arise solely out of the negligence on the part of the State, and this duty shall survive the termination or expiration of this contract.

C. It is mutually agreed that:
1. The State and the Agency will prepare work and financial plans prior to the start of the work project.
2. Work to be performed shall be based on the needs of the Agency. The category shall be within reimbursable project work, unless the State agrees to a non-reimbursable project.
3. The State and the Agency shall maintain all items such as tools and vehicles, which they each furnish, in a safe and workable condition.
4. Any facilities or land resources that are constructed, developed or improved under this agreement shall remain the property of the Agency. This will include any items that may be prefabricated “off-site” for future installation.
5. Agency personnel shall submit progress reports or evaluations for those offenders under their technical administration upon request by the State.
6. Offenders placed under this program are not employees of the Agency or the State for the purpose of laws administered by the Office of Personnel Management and are not entitled to any benefits such as insurance, retirement, leave or workman’s compensation insurance.
7. The Agency shall have no responsibility for payment of any expenses of offenders for which the State has full and exclusive responsibility under this agreement.
8. The Agency shall not be liable for sickness, accidents, injuries, or death caused by Agency employees engaged in any activity conducted under this agreement unless negligence can be proven. The Agency is not liable for the misconduct, unauthorized actions or unauthorized absence of offenders.

9. Work performed under this agreement shall not displace regular employees, impair contracts for services in existence during the life of this agreement or compete with free labor or other human resource programs in the production of goods and services.

10. Nothing in this agreement shall be construed as obligating the Agency or the State in any obligations for the future payments of money in excess of appropriations authorized by law and made available for this work.

11. No member of, or delegate to, the Agency shall be admitted to any share or part of this agreement, or to any benefit that may arise therefrom; but this provision shall be construed to extend to this agreement if made with a corporation for its general benefit.

12. Either party may terminate this agreement by providing thirty (30) days written notice.

13. This contract is made in the State of Idaho, and Idaho law shall govern all aspects of this contract.

14. If permitted by law, the State shall indemnify, defend and hold harmless the Agency and its officers, employees and agents from and against any and all liability, claims, damages, losses, expenses or actions, including reasonable attorneys’ fees and costs caused by or arising out of or relating to the activities of the State or its officers, employees, subcontractors, or agents under this contract or arising from the failure of the State, its officers, employees, subcontractors, or agents to comply with any applicable State, federal or local law, statute, rule, regulation or act. This duty to indemnify, defend and hold harmless shall encompass any claims which include or allege negligence of the State, its agents, officers or employees other than claims which arise solely out of the negligence on the part of the Agency, and this duty shall survive the termination or expiration of this contract.

IN WITNESS THEREOF, the parties have executed this agreement as of the last date written below:

Josh Tewalt, Director
Idaho Department of Correction

Mayor Debbie Kling
City of Nampa, Idaho

Darrin Johnson, Parks and Recreation Director.
Nampa City Parks and Recreation

Appendix A
611.02.01.001
(Appendix last updated 10/17/11)
This plan is made and agreed to this date for the period beginning 07/01/2019 and continuing until canceled in writing by either party with thirty (30) days notice. This agreement is between the City of Nampa Parks and Recreation and the Idaho Department of Correction under the provision of the Human Resource Agreement between City of Nampa Parks and Recreation and the Idaho Department of Correction.

Project Title: General Labor and Project Work

Project Description: City of Nampa Parks and Recreation may assign some or all the duties to Vocational Work Projects staff. Vocation Work Project staff will direct the offender work crew. Project Work may include any activity assigned by the City of Nampa Parks and Recreation. Fence repair, tree removal, trash removal, weed eradication, landscaping, building maintenance, yard maintenance.

Therefore, it is mutually agreed that:

1. ASSIGNMENT OF OFFENDERS
   Up to 10 offender worker(s) will be assigned to City of Nampa Parks and Recreation. Idaho Department of Correction personnel will be responsible for transportation to and from the work site(s). Offenders will not work in positions requiring apprenticeship. The parties hereto understand that offenders will not be assigned to work on individual public work projects described in Idaho Code 54-1901(2)(c) Subsections (i) (ii) or (iii) that has an estimated cost of $10,000 or more. Offender workers shall be available for project work for up to fifty (50) hours per week, including travel to and from the work site (‘Parks and Recreation worksite to Parks and Recreation worksite). This ‘gate to gate’ time sets forth the availability of crews; all billable time is set forth in section 10.

2. ASSIGNMENT OF CORRECTIONAL STAFF
   One correctional staff will be assigned to supervise the offender worker(s).
   (a) Effectively manage and supervise up to 10, but not less than 6 offender workers.

3. OFFENDER TIME KEEPING
   The correctional staff assigned to the offender worker(s) will act as timekeeper, responsible for recording and verifying all hours worked on this project.

4. NOTIFICATION AND COMMUNICATIONS
The City of Nampa Parks and Recreation liaison officials will provide mutual notification if, for any reason, the crew is unable to work.

5. OFFENDER TRAINING
The City of Nampa Parks and Recreation is responsible for explaining the project to correctional staff and the offender worker(s) and conducting any necessary training at the onset of each project or project phase.

City of Nampa Parks and Recreation personnel involved in project work shall receive the Client Boundary Training. This training shall be conducted annually at the City of Nampa Parks and Recreation Training room.

6. TOOLS AND EQUIPMENT
The Idaho Department of Correction will provide the following tools and equipment at the reimbursement rates specified in section 9:
   (a) Equipment Trailer
   (b) Assortment of Hand Tools
   (c) Chain Saws
   (d) Weed eaters
   (e) Porta Potty

The City of Nampa Parks and Recreation will provide the following tools and equipment:
   (a) Any tools or equipment needed for special projects.

7. VEHICLES
The following vehicles will be provided by the Idaho Department of Correction at the reimbursement rates specified in section 9:
   (a) Passenger Van

8. IDOC INSPECTION OF City of Nampa Parks and Recreation facilities
One (1) of the following City of Nampa Parks and Recreation personnel shall be notified prior to any IDOC Inspection of City of Nampa Parks and Recreation facilities where offender labor is being utilized.
   (a) Cody Swander – 208-468-5890
   (b) Tim Zofran – 208-284-9477
   (c) Name and Phone – 208-284-2739
9. PAYMENT SERVICES
Payment for services identified in this agreement and the Human Resource Agreement will be paid by the City of Nampa Parks and Recreation to the Idaho Department of Correction no later than thirty (30) days from the issue date of each monthly itemized invoice. The invoices will be sent to the following:

Carolynn Murray:
Phone: 208-468-5890
E-Mail: murrayc@cityofnampa.us
Address: 312, 1st Street South, Nampa Idaho 83651

The primary IDOC fiscal contact for South Idaho Correctional Institution is Michelle French. Michelle can be reached at (208) 658-2008 or via e-mail at mifrench@idoc.idaho.gov. The secondary IDOC fiscal contact is Kris Sears and he can be reached at (208) 658-2062 or via e-mail at krisears@idoc.idaho.gov.

The Idaho Department of Correction does not warrant the quality of work provided by offender worker(s).

Payment will be made to the Idaho Department of Correction based on monthly billings at the following rates:

**Offender Labor:**
- 10-man crew – $6.87 per man hour worked
- 8-man crew – $8.01 per man hours worked
- 6-man crew – $9.73 per man hours worked

**IDOC Equipment**
- Mileage IDOC Passenger Van: $0.75 per mile/per vehicle
- Chainsaws: $2.50 per hour/per saw
- Weed eaters: $2.50 per hour/per weed eater

Officer time, at the rate of $27.65 per hour per officer, shall be billed for the travel time required from the Institution to the City of Nampa Parks and Recreation job site and returning to the Institution from the City of Nampa Parks and Recreation job sit.

Officer Overtime hours (>40 hours) $37.90
The parties have executed this agreement as of the last date written below:

_________________________________________  _________________________  
Mayor Debbie Kling  
City of Nampa Idaho  

_________________________________________  _________________________  
Darrin Johnson, Parks and Recreation Director  
City of Nampa Parks and Recreation  

_________________________________________  _________________________  
Noel Barlow Hust, Warden  
South Idaho Correctional Institution  

_________________________________________  _________________________  
Cindy Lee, Business Support Manager  
Idaho Department of Correction  

_________________________________________  _________________________  
Josh Tewalt, Director  
Idaho Department of Correction
BID AWARD

FY18 WATER IMPROVEMENT PROJECT – 11th Ave N at 2nd St N & 4th St N
(Within Approved Budget)

• The Engineering Division, as part of the Public Works Asset Management Program, identified the following deteriorated water lines to be replaced in 11th Avenue North (see Map - Exhibit A):
  1. 8” water line in 2nd Street North crossing 11th Avenue North
  2. 6” water line in 4th Street North crossing 11th Avenue North

• The improvements, identified by the City Water Department, will replace the deteriorated pipe and appurtenances. These pipes are in danger of immediate breakage and one had an emergency repair completed in the summer of 2018.

• The project will install approximately 820 linear feet of 6” and 8” pipe using pipe bursting along with new valves and hydrants.

• Prior Council actions include
  o Authorized a Task Order with Mountain Waterworks on December 17, 2018.
  o Authorized proceeding with the bid process for the project on May 6, 2019

• The estimated FY18 Water Improvement Project – 11th Ave/2nd St & 11th Ave/4th Ave project costs are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design (FY19 Water funds)</td>
<td>$27,360.00</td>
</tr>
<tr>
<td>Construction Low Bid Amount</td>
<td>$209,293.00</td>
</tr>
<tr>
<td>Construction Engineering &amp; Inspection (In House)</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>Total estimated cost</strong></td>
<td><strong>$236,653.00</strong></td>
</tr>
</tbody>
</table>

• Construction Engineering & Inspection will be performed in house saving an estimated $15,000.

• Project Funding
  o Remaining FY18 Water Improvement Project Budget $344,000.00

Engineering recommends awarding contract to the low bidder, Cascade Pipelines.

REQUEST: Award bid and authorize Mayor to sign contract for the FY18 Water Improvement Project - 11th Ave N at 2nd St N & 4th St N with Cascade Pipelines in the amount of $209,293.00.
GENERAL NOTES:
1. ALL CONSTRUCTION WORK WILL CONFORM TO THE IDAHOWE STANDARDS FOR PUBLIC WORKS CONSTRUCTION 2012 EDITION OR THE MOST RECENT AMENDMENTS WHERE CONFLICTS EXIST BETWEEN THE SPECIFICATIONS 2015 AND THE AMENDMENTS INCORPORATED THERIN. THE CITY MAY REQUIRE THE CONTRACTOR TO PUBLISH THE SPECIFICATIONS 2015 PRIOR TO THE START OF CONSTRUCTION.
2. ALL APPROVALS AND PERMITS REQUIRED BY THE CITY OR SUBCONTRACTORS MUST BE OBTAINED PRIOR TO THE START OF ANY PROJECT CONSTRUCTION.
3. THE TYPES, LOCATIONS, SIZES AND DEPTH OF EXISTING UTILITIES MUST BE SHOWN ON THE APPLICABLE TYPICAL DETAILS AND CONTRACTOR IS REQUIRED TO PUBLISH THESE DRAWINGS TO THE SATISFACTION OF THE CITY PRIOR TO THE START OF ANY PROJECT CONSTRUCTION.
4. WATER MAINS AND NON-POTABLE WATER MAINS, STORM DRAINAGE, SEWER, CONDUIT, RECESSED HORIZONTAL SEPARATION OF 12 FEET AND A MINIMUM 5 FEET HORIZONTAL SEPARATION OF 15 FEET MUST BE SHOWN ON DRAWINGS.
5. UNLESS DETAILED, SPECIFIED, OR OTHERWISE INDICATED ON THE APPLICABLE TYPICAL DETAILS AND CONTRACTOR IS REQUIRED TO PUBLISH THE SATISFACTION OF THE CITY PRIOR TO THE START OF ANY PROJECT CONSTRUCTION.
6. ALL BURIED PIPE FITTINGS AND VALVES SHALL BE MECHANICALLY RESTRICTED OR HAVE THROCK BOLTS INSTALLED FOR THRUST RESTRAINT.
7. THE CONTRACTOR SHALL CALL DIG BLS (800-443-1180) TO LOCATE ALL UTILITIES AT LEAST THREE DAYS PRIOR TO CONSTRUCTION.
8. CONTRACTOR SHALL PROTECT ALL EXISTING MONUMENTS, SURVEY MARKERS, WATER MAINS, SEWER LINES, AND BRAZILIAN PINE (LUDA) 3.5' IN WIDTH ALONG CURB AND GUTTER OR PAVEMENT, OR, MORE THAN 3 FEET INSIDE A CURB AND GUTTER SECTION, MEASURED FROM THE LIP OF GUTTER, PAVE THE EXISTING APPROACH SLANT AND GRACE PER THE CITY OF NAMPA STANDARD SPECIFICATIONS 2015, AND THE AMENDMENTS INCLUDED IN THESE PLANS AND SPECIFICATIONS.
9. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS BEFORE STARTING WORK AND SHALL IMMEDIATELY NOTIFY THE CITY OF ANY ERRORS OR DEVIATIONS.
10. THE CONTRACTOR SHALL PROVIDE THE PROJECT ENGINEER WITH SPECIFICATIONS OF ALL BEAULS DRAWN PRIOR TO PROJECT ACCEPTANCE.
11. CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLIANCE WITH ALL APPLICABLE SAFETY LAWS AND ANY ONGOING BODY OF CONTRACTORS AND SUBCONTRACTORS PRINCIPAL OR SUBPRINCIPAL OR ANY PERSON ACTING UNDER THE DIRECTION OF ANY CONTRACTOR OR SUBCONTRACTOR. THE CONTRACTOR OR SUBCONTRACTOR SHALL NOT BE RESPONSIBLE FOR ENFORCING ANY SAFETY REGULATIONS.
12. CONTRACTOR SHALL WORK IN A MANNER THAT WILL NOT IMPAIR THE OPERATION CAPABILITIES OF ESSENTIAL ELEMENTS OF THE DISTRIBUTION SYSTEM.
13. THE CONTRACTOR IS RESPONSIBLE FOR THE USE AND MAINTENANCE OF THE APPLICABLE TYPICAL DETAILS AND CONTRACTOR IS REQUIRED TO PUBLISH THE SATISFACTION OF THE CITY PRIOR TO THE START OF ANY PROJECT CONSTRUCTION.
14. ISO CITY USER WILL BE TREATED WITHOUT SERVICE RECOVERY PROVIDING THE WATER WORKS INTERMITTENT OUTAGE IS DETERMINED TO BE LESS THAN 12 HOURS, EXCEPT BETWEEN 10 P.M. AND 6 A.M. IF THE SAME GROUP OF CUSTOMERS IN AN AREA ARE IN DISTRESS DURING NON PERMITTED WORK HOURS.
15. THE CONTRACTOR SHALL NOT RESTART ANY SERVICE DISRUPTION EXCEPT AS DIRECTED BY THE CITY OF NAMPA WATER RECOVERY OR REMOVAL OF SERVICE INTERRUPTIONS AT THE REQUEST OF THE OWNERS OR SUBCONTRACTORS.
16. THE CONTRACTOR SHALL PROVIDE A SUBSTANTIAL COMPLETE SET OF BLUE PRINTS OF ALL WORKING DRAWINGS OF THE PROJECT TO THE CITY OF NAMPA WATER DEPARTMENT WITHIN 30 DAYS OF THE COMPLETION OF THE PROJECT.
17. CONTRACTOR IS RESPONSIBLE FOR THE USE AND MAINTENANCE OF THE APPLICABLE TYPICAL DETAILS AND CONTRACTOR IS REQUIRED TO PUBLISH THE SATISFACTION OF THE CITY PRIOR TO THE START OF ANY PROJECT CONSTRUCTION.
18. CONTRACTOR IS RESPONSIBLE FOR THE USE AND MAINTENANCE OF THE APPLICABLE TYPICAL DETAILS AND CONTRACTOR IS REQUIRED TO PUBLISH THE SATISFACTION OF THE CITY PRIOR TO THE START OF ANY PROJECT CONSTRUCTION.
KEY NOTES:
1. CONNECT NEW 8" PIPING INTO NEW TEE WITH RESTRAINT FOLLOWERS
2. REMOVE EXISTING 8" VALVE, INSTALL NEW 8" GATE VALVE
3. REPLACE EXISTING 8" CAST IRON PIPE WITH NEW 8" PVC PIPE. PVC SHALL BE FUSIBLE CLASS C-900 AND INSTALLED BY PIPE BURSTING. CONTRACTOR SHALL LIMIT THE AMOUNT OF OPEN CUT EXCAVATION AS MUCH AS POSSIBLE FOR PVC INSTALLATION.
4. REMOVE EXISTING 8" VALVE, TEE, FIRE HYDRANT FEED PIPING, CONCRETE THRUST BLOCKS, AND FIRE HYDRANT. INSTALL NEW 8" FLX MJ TEE WITH RESTRAINT FOLLOWERS, RESTRAINED 6" PVC HYDRANT FEED PIPING, RESTRAINED 6" VALVE, AND FIRE HYDRANT. RESTRAINED PIPES AND FITTINGS MAY BE USED INSTEAD OF THRUST BLOCKS.
5. REMOVE EXISTING PIPE HYDRANT AND INSTALL NEW FIRE HYDRANT. GET HYDRANT APPROXIMATELY 6' OFF THE BACK OF CURB. COORDINATE LOCATION WITH ENGINEER AND OWNER.
6. SAW CUT AND REMOVE ASPHALT SECTION, ROADWAY, CURB AND GUTTER, AND SIDEWALK AS NECESSARY FOR CONSTRUCTION. REMOVE AND DISPOSE OF ALL ASPHALT, CONCRETE, AND EXCAVATION SPOILS OFF-SITE. FURNISH SUITABLE IMPORT MATERIAL FOR ALL ROADWAY BACKFILL. REPLACE ALL LANDSCAPING, ASPHALT, AND CONCRETE DISTURBED TO PRE-CONSTRUCTION CONDITION. SEE SPECIFICATIONS.
7. POCKET IN ADVANCE TO DETERMINE ELEVATION OF EXISTING MAIN. IF UNAVOIDABLE CONFLICT OF ELEVATION OCCURS BETWEEN EXISTING AND NEWER MAINS, ADJUST THE DEPTH OF THE NEW MAIN TO MEET SEPARATION REQUIREMENTS. IF 18" OF VERTICAL SEPARATION DISTANCE IS UNABLE TO BE ACHIEVED, SLEEVE NEW WATER MAIN.
8. FURNISH AND INSTALL PIPE SPOOLS W/ RESTRAINED COUPLINGS FOR ALL EXISTING TO NEW PIPE AND FITTING CONNECTIONS.
9. INSTALL HAMMERHEAD THRUST BLOCK PER ISPWC SD-403 COMPLETE WITH TWO 3/4" SST J END TIE RODS EMBEDDED IN THE THRUST BLOCK.

GENERAL NOTES:
1. ALL PIPE LENGTHS ARE APPROXIMATE AND SHALL BE FIELD VERIFIED
2. SLEEVED LENGTHS OF PIPE WILL NOT BE CONSIDERED TOWARDS THE TOTAL REQUIRED RESTRAINED LENGTH
3. ALL DUCTILE IRON FITTINGS AND VALVES EXPOSED TO FILL MATERIAL AND CONCRETE TO BE ENCASED IN POLYETHYLENE
4. ALL FITTINGS AND VALVES TO BEAR ON 12"X12"X4" CONCRETE PAD UNLESS SPECIFIED OTHERWISE IN TYPICAL DETAILS
5. ALL PIPE SHALL BE AWWA C900-DR 25
6. ALL DUCTILE IRON TO BE CLASS 50
7. ALL RESTRAINT FOLLOWERS TO BE MEGALUG MECHANICAL JOINT RESTRAINT, OR EQUAL

VALVE BOX AND LID:
1. ALL VALVE BOX'S WILL CONSTRUCTED TO THE CITY STANDARD N-407 WITH THE EXCEPTION OF A 32-INCH DIAMETER CONCRETE COLLAR INSTEAD OF THE TYPICAL 24-INCH DIAMETER CONCRETE COLLAR.
NEW SERVICE AND METER LOCATION

CITY OF NAMPA WATER IMPROVEMENTS

SSMH RIM = 2475.33

C-2

BOISE · LEWISTON · COEUR D'ALENE

APPROVED

IDAHO OFFICES

4TH STREET PLAN

1161 W RIVER ST, STE 130

199.0040.02

BOISE, IDAHO 83702

208.780.3990

04/05/2019

DATE

11th AVE NORTH AT 2ND AND 4TH ST. NORTH

CITY OF NAMPA WATER IMPROVEMENTS

4TH STREET PLAN

DRAWN 4/05/19

REVISION

3/11/19

VERIFIED SCALE

1" = 20'

C-2

1. RELIEVE APPROX 20' GAST OF EXISTING

2. INSTALL 3 BOLLARDS AROUND HYDRANT

3. INSTALL NEW 8" X 8" X 6" MJ TEE WITH RESTRAINT FOLLOWERS, COUPLING, AND 6" FLG VALVE W/ RESTRAINT FOLLOWERS

4. INSTALL NEW 6" FLGXMJ GATE VALVE WITH RESTRAINT FOLLOWERS

5. REPLACE EXISTING 6" CAST IRON PIPE WITH NEW 8" PVC PIPE. PVC SHALL BE FUSIBLE CLASS C-900 AND INSTALLED BY PIPE INSTALLATION. INSTALL NEW 8" PVC PIPE WITH RESTRAINT FOLLOWERS. PVC JOINT RESTRAINT, OR EQUAL

6. INSTALL NEW 8" FLXMJ VALVE W/ RESTRAINT FOLLOWERS

7. INSTALL NEW 8" FLGxMJ VALVE W/ RESTRAINT FOLLOWERS

8. INSTALL NEW 6" FLGxMJ VALVE W/ RESTRAINT FOLLOWERS

GENERAL NOTES:

1. ALL PIPE LENGTHS ARE APPROXIMATE AND SHALL BE FIELD VERIFIED

2. SLEEVED LENGTHS OF PIPE WILL NOT BE CONSIDERED TOWARDS THE TOTAL REQUIRED LENGTH

3. ALL DUCTILE IRON FITTINGS AND VALVES EXPOSED TO FILL MATERIALS AND CONCRETE TO BE ENCODED IN POLYETHYLENE

4. ALL FITTINGS AND VALVES TO BE BEAR ON 12"X12"X4" CONCRETE, AND EXCAVATION SPOILS OFF-SITE. FURNISH AND INSTALL 3 BOLLARDS FOR ALL ROADWAY BACKFILL. HORIZONTAL DRAINAGE TO PROTECT SERVICE FROM VEHICLE IMPACTS

5. ALL VALVES, BOXES WELL CONSTRUCTED TO THE CITY STANDARD: N-467 WITH THE EXCEPTION OF A 12" DIAMETER CONCRETE COLLAR INSTEAD OF THE TYPICAL 24" DIAMETER CONCRETE COLLAR

KEY NOTES:

- POHOTIC IN ADVANCE TO DETERMINE ELEVATION OF EXISTING MAIN GAST MAIN
- IF UNMEASURABLE CONFLICT OF ELEVATION OCCURS BETWEEN EXISTING AND NEWER MAINS, ADJUST THE DEPTH OF THE NEW MAIN TO MEET SEPARATION REQUIREMENTS
- IF 18" OF VERTICAL SEPARATION DISTANCE IS UNABLE TO BE ACHIEVED, GAST NEW WATER MAIN

- REMOVE EXISTING SERVICE, TEE, FIRE HYDRANT FEED PIPING, AND INSTALL NEW 6" FLGXMJ WITH RESTRAINT FOLLOWERS. INSTALL NEW 8" PVC PIPE WITH RESTRAINT FOLLOWERS

- REMOVE EXISTING FIRE HYDRANT AND INSTALL A NEW FIRE HYDRANT (GAST APPROXIMATELY 4' Dpb OF CURB, COORDINATE LOCATION WITH ENGINEER AND OWNER)

- INSTALL NEW 8" VALUE

- REPLACE EXISTING 6" CAST IRON PIPE WITH NEW 8" PVC PIPE. PVC SHALL BE FUSIBLE CLASS C-900 AND INSTALLED BY PIPE INSTALLATION. INSTALL NEW 8" PVC PIPE WITH RESTRAINT FOLLOWERS

- ABANDON EXISTING SERVICES IN PLACE FROM THE MAIN TO THE METER BOX. REMOVE EXISTING METER, ALL ACCESSORIES AND METER BOX. INSTALL AND CONNECT METER BOX FIT WITH IMPORT, TANK, AND RESTORE METER BOX. PROVIDE 4" SXS 6" PVC VALVE BETWEEN THE IMPORT AND METER BOX. INSTALL NEW METER AS NECESSARY. INSTALL NEW 6" DIA. INFLATION HEAD R4206 TO FILL METER BOX AND, METER SETTER, CONNECT METER BOX TO EXISTING WATER MAIN

- SAW CUT AND REMOVE ASPHALT SECTION, ROADWAY, CURB AND GUTTER, AND SIDEWALK AS NECESSARY FOR CONSTRUCTION. REMOVE AND DISPOSE OF ALL ASPHALT, CURB AND GUTTER, AND EXCAVATION SPOILS OF DEFINED LENGTHS. DUMP CURB AND GUTTER, AND EXCAVATION SPOILS TO SITE. REPLACE ALL LANDSCAPING, ASPHALT, AND CONCRETE TO PRE-CONSTRUCTION CONDITION. SEE SPECIFICATIONS

- REMOVE EXISTING 6" CAST IRON PIPE AND INSTALL NEW 8" PVC PIPE. PVC SHALL BE FUSIBLE CLASS C-900 AND INSTALLED BY PIPE INSTALLATION

- CONTRACTOR TO FURNISH INSTALL, AND CONNECT A TEMPORARY 1" HOSE SERVICE LINE TO SUPPLY WATER TO THE BUSINESS SHOWN ON THE FIRE HYDRANT SERVICE LOCATION SHEETS. CONTRACTOR TO PROVIDE SAME SAFETY LIMITATIONS, ISOLATION VALVE, AND HYDRANT ARE INSTALLED AND FUNCTIONAL. PROVIDE TEMP GATE VALVE ACROSS DRIVEWAY TO PROTECT SERVICE FROM VEHICLE IMPACTS

- FURNISH AND INSTALL FIRE HYDRANT FEED PIPING, RESTRAINED 6" PVC HYDRANT FEED PIPING, RESTRAINED 6" PVC THRUST BLOCKS, AND FIRE HYDRANT. INSTALL STRAIGHT 6" AS PER RUNS SHOWN ON SHEETS TO INSTALL WITH RESTRAIN FOLLOWERS

- REPLACE EXISTING 6" CAST IRON PIPE WITH NEW 8" PVC PIPE. PVC SHALL BE FUSIBLE CLASS C-900 AND INSTALLED BY PIPE INSTALLATION

- CONTRACTOR TO FURNISH INSTALL, AND CONNECT A TEMPORARY 1" HOSE SERVICE LINE TO SUPPLY WATER TO THE BUSINESS SHOWN ON THE FIRE HYDRANT SERVICE LOCATION SHEETS. CONTRACTOR TO PROVIDE SAME SAFETY LIMITATIONS, ISOLATION VALVE, AND HYDRANT ARE INSTALLED AND FUNCTIONAL. PROVIDE TEMP GATE VALVE ACROSS DRIVEWAY TO PROTECT SERVICE FROM VEHICLE IMPACTS

- FURNISH AND INSTALL FIRE HYDRANT FEED PIPING, RESTRAINED 6" PVC HYDRANT FEED PIPING, RESTRAINED 6" PVC THRUST BLOCKS, AND FIRE HYDRANT. INSTALL STRAIGHT 6" AS PER RUNS SHOWN ON SHEETS TO INSTALL WITH RESTRAIN FOLLOWERS

- REMOVE EXISTING 6" CAST IRON PIPE WITH NEW 8" PVC PIPE

- REMOVE EXISTING SERVICE, TEE, FIRE HYDRANT FEED PIPING, AND INSTALL NEW 6" FLGXMJ WITH RESTRAINT FOLLOWERS. INSTALL NEW 8" PVC PIPE WITH RESTRAINT FOLLOWERS

- REMOVE EXISTING FIRE HYDRANT AND INSTALL A NEW FIRE HYDRANT (GAST APPROXIMATELY 4' Dpb OF CURB, COORDINATE LOCATION WITH ENGINEER AND OWNER)

- INSTALL NEW 8" VALUE

- REPLACE EXISTING 6" CAST IRON PIPE WITH NEW 8" PVC PIPE. PVC SHALL BE FUSIBLE CLASS C-900 AND INSTALLED BY PIPE INSTALLATION

- ABANDON EXISTING SERVICES IN PLACE FROM THE MAIN TO THE METER BOX. REMOVE EXISTING METER, ALL ACCESSORIES AND METER BOX. INSTALL AND CONNECT METER BOX FIT WITH IMPORT, TANK, AND RESTORE METER BOX. PROVIDE 4" SXS 6" PVC VALVE BETWEEN THE IMPORT AND METER BOX. INSTALL NEW METER AS NECESSARY. INSTALL NEW 6" DIA. INFLATION HEAD R4206 TO FILL METER BOX AND, METER SETTER, CONNECT METER BOX TO EXISTING WATER MAIN

- SAW CUT AND REMOVE ASPHALT SECTION, ROADWAY, CURB AND GUTTER, AND SIDEWALK AS NECESSARY FOR CONSTRUCTION. REMOVE AND DISPOSE OF ALL ASPHALT, CURB AND GUTTER, AND EXCAVATION SPOILS OF DEFINED LENGTHS. DUMP CURB AND GUTTER, AND EXCAVATION SPOILS TO SITE. REPLACE ALL LANDSCAPING, ASPHALT, AND CONCRETE TO PRE-CONSTRUCTION CONDITION. SEE SPECIFICATIONS

- REMOVE EXISTING 6" CAST IRON PIPE AND INSTALL NEW 8" PVC PIPE. PVC SHALL BE FUSIBLE CLASS C-900 AND INSTALLED BY PIPE INSTALLATION

- CONTRACTOR TO FURNISH INSTALL, AND CONNECT A TEMPORARY 1" HOSE SERVICE LINE TO SUPPLY WATER TO THE BUSINESS SHOWN ON THE FIRE HYDRANT SERVICE LOCATION SHEETS. CONTRACTOR TO PROVIDE SAME SAFETY LIMITATIONS, ISOLATION VALVE, AND HYDRANT ARE INSTALLED AND FUNCTIONAL. PROVIDE TEMP GATE VALVE ACROSS DRIVEWAY TO PROTECT SERVICE FROM VEHICLE IMPACTS

- FURNISH AND INSTALL FIRE HYDRANT FEED PIPING, RESTRAINED 6" PVC HYDRANT FEED PIPING, RESTRAINED 6" PVC THRUST BLOCKS, AND FIRE HYDRANT. INSTALL STRAIGHT 6" AS PER RUNS SHOWN ON SHEETS TO INSTALL WITH RESTRAIN FOLLOWERS

- REMOVE EXISTING 6" CAST IRON PIPE WITH NEW 8" PVC PIPE
Total of 2nd St N Bid Prices $95,973.00
Total of 4th St N Bid Prices $113,320.00
Total $209,293.00
### 11th Ave N at 2nd and 4th St N Water Improvements Bid Summary

**Project No. PWWA190054**

<table>
<thead>
<tr>
<th>Pay Item No.</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mobilization</td>
<td>1</td>
<td>LS</td>
<td>$17,375.00</td>
<td>$17,375.00</td>
</tr>
<tr>
<td>2</td>
<td>Traffic Control</td>
<td>1</td>
<td>LS</td>
<td>$4,750.00</td>
<td>$4,750.00</td>
</tr>
<tr>
<td>3</td>
<td>Sediment Control</td>
<td>1</td>
<td>LS</td>
<td>$2,393.00</td>
<td>$2,393.00</td>
</tr>
<tr>
<td>4</td>
<td>Construction Survey Staking</td>
<td>1</td>
<td>LS</td>
<td>$1,875.00</td>
<td>$1,875.00</td>
</tr>
<tr>
<td>5</td>
<td>Type &quot;P&quot; Surface Restoration</td>
<td>150</td>
<td>SY</td>
<td>$36.00</td>
<td>$5,400.00</td>
</tr>
<tr>
<td>6</td>
<td>Import Trench Backfill</td>
<td>400</td>
<td>CY</td>
<td>$20.50</td>
<td>$8,200.00</td>
</tr>
<tr>
<td>7</td>
<td>Pipe Bedding</td>
<td>80</td>
<td>LF</td>
<td>$10.00</td>
<td>$800.00</td>
</tr>
<tr>
<td>8</td>
<td>Demolition and Spoils Removal</td>
<td>1</td>
<td>LS</td>
<td>$7,841.00</td>
<td>$7,841.00</td>
</tr>
<tr>
<td>9</td>
<td>Curb and Gutter Repair</td>
<td>15</td>
<td>LF</td>
<td>$45.00</td>
<td>$675.00</td>
</tr>
<tr>
<td>10</td>
<td>4&quot; Thick Sidewalk</td>
<td>10</td>
<td>SY</td>
<td>$32.00</td>
<td>$320.00</td>
</tr>
<tr>
<td>11</td>
<td>8&quot; C900 PVC Water Main</td>
<td>400</td>
<td>LF</td>
<td>$53.00</td>
<td>$21,200.00</td>
</tr>
<tr>
<td>12</td>
<td>6&quot; Fire Hydrant Assembly</td>
<td>1</td>
<td>EA</td>
<td>$5,543.00</td>
<td>$5,543.00</td>
</tr>
<tr>
<td>13</td>
<td>8&quot; D.I. Gate Valve</td>
<td>2</td>
<td>EA</td>
<td>$1,180.00</td>
<td>$2,360.00</td>
</tr>
<tr>
<td>14</td>
<td>6&quot; D.I. Gate Valve</td>
<td>1</td>
<td>EA</td>
<td>$811.00</td>
<td>$811.00</td>
</tr>
<tr>
<td>15</td>
<td>8&quot; x 6&quot; D.I. Tee</td>
<td>3</td>
<td>EA</td>
<td>$1,713.00</td>
<td>$5,139.00</td>
</tr>
<tr>
<td>16</td>
<td>8&quot; FLG x MJ Adapter</td>
<td>1</td>
<td>EA</td>
<td>$192.00</td>
<td>$192.00</td>
</tr>
<tr>
<td>17</td>
<td>8&quot; Coupler</td>
<td>1</td>
<td>EA</td>
<td>$556.00</td>
<td>$556.00</td>
</tr>
<tr>
<td>18</td>
<td>6&quot; Coupler</td>
<td>3</td>
<td>EA</td>
<td>$497.00</td>
<td>$1,491.00</td>
</tr>
<tr>
<td>19</td>
<td>8&quot; Restraint Harness</td>
<td>7</td>
<td>EA</td>
<td>$195.00</td>
<td>$1,365.00</td>
</tr>
<tr>
<td>20</td>
<td>6&quot; Restraint Harness</td>
<td>8</td>
<td>EA</td>
<td>$260.00</td>
<td>$2,080.00</td>
</tr>
<tr>
<td>21</td>
<td>Sampling and Testing</td>
<td>1</td>
<td>LS</td>
<td>$1,107.00</td>
<td>$1,107.00</td>
</tr>
<tr>
<td>22</td>
<td>Miscellaneous Site Work</td>
<td>1</td>
<td>CA</td>
<td>$4,500.00</td>
<td>$4,500.00</td>
</tr>
</tbody>
</table>

**TOTAL FOR BID SCHEDULE**

$95,973.00
<table>
<thead>
<tr>
<th>Pay Item No.</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mobilization</td>
<td>1</td>
<td>LS</td>
<td>$20,880.00</td>
<td>$20,880.00</td>
</tr>
<tr>
<td>2</td>
<td>Traffic Control</td>
<td>1</td>
<td>LS</td>
<td>$2,625.00</td>
<td>$2,625.00</td>
</tr>
<tr>
<td>3</td>
<td>Sediment Control</td>
<td>1</td>
<td>LS</td>
<td>$2,176.00</td>
<td>$2,176.00</td>
</tr>
<tr>
<td>4</td>
<td>Construction Survey Staking</td>
<td>1</td>
<td>LS</td>
<td>$1,875.00</td>
<td>$1,875.00</td>
</tr>
<tr>
<td>5</td>
<td>Type &quot;P&quot; Surface Restoration</td>
<td>170</td>
<td>SY</td>
<td>$39.00</td>
<td>$6,630.00</td>
</tr>
<tr>
<td>6</td>
<td>Import Trench Backfill</td>
<td>430</td>
<td>CY</td>
<td>$21.00</td>
<td>$9,030.00</td>
</tr>
<tr>
<td>7</td>
<td>Pipe Bedding</td>
<td>400</td>
<td>LF</td>
<td>$6.50</td>
<td>$2,600.00</td>
</tr>
<tr>
<td>8</td>
<td>Demolition and Spoils Removal</td>
<td>1</td>
<td>LS</td>
<td>$8,573.00</td>
<td>$8,573.00</td>
</tr>
<tr>
<td>9</td>
<td>Curb and Gutter Repair</td>
<td>50</td>
<td>LF</td>
<td>$30.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>10</td>
<td>4&quot; Thick Sidewalk</td>
<td>10</td>
<td>SY</td>
<td>$50.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>11</td>
<td>8&quot; C900 PVC Water Main</td>
<td>400</td>
<td>LF</td>
<td>$52.00</td>
<td>$20,800.00</td>
</tr>
<tr>
<td>12</td>
<td>6&quot; Fire Hydrant Assembly</td>
<td>2</td>
<td>EA</td>
<td>$5,171.00</td>
<td>$10,342.00</td>
</tr>
<tr>
<td>13</td>
<td>8&quot; D.I. Gate Valve</td>
<td>2</td>
<td>EA</td>
<td>$1,181.00</td>
<td>$2,362.00</td>
</tr>
<tr>
<td>14</td>
<td>6&quot; D.I. Gate Valve</td>
<td>1</td>
<td>EA</td>
<td>$811.00</td>
<td>$811.00</td>
</tr>
<tr>
<td>15</td>
<td>8&quot; x 6&quot; D.I. Tee</td>
<td>2</td>
<td>EA</td>
<td>$1,494.00</td>
<td>$2,988.00</td>
</tr>
<tr>
<td>16</td>
<td>8&quot; x 6&quot; D.I. Cross</td>
<td>1</td>
<td>EA</td>
<td>$3,231.00</td>
<td>$3,231.00</td>
</tr>
<tr>
<td>17</td>
<td>8&quot; FLG x MJ Adapter</td>
<td>1</td>
<td>EA</td>
<td>$192.00</td>
<td>$192.00</td>
</tr>
<tr>
<td>18</td>
<td>8&quot; x 6&quot; Reducing Coupler</td>
<td>1</td>
<td>EA</td>
<td>$424.00</td>
<td>$424.00</td>
</tr>
<tr>
<td>19</td>
<td>6&quot; Coupler</td>
<td>4</td>
<td>EA</td>
<td>$461.00</td>
<td>$1,844.00</td>
</tr>
<tr>
<td>20</td>
<td>8&quot; Restraint Harness</td>
<td>5</td>
<td>EA</td>
<td>$189.00</td>
<td>$945.00</td>
</tr>
<tr>
<td>21</td>
<td>6&quot; Restraint Harness</td>
<td>11</td>
<td>EA</td>
<td>$272.00</td>
<td>$2,992.00</td>
</tr>
<tr>
<td>22</td>
<td>Water Service Connection</td>
<td>1</td>
<td>EA</td>
<td>$2,346.00</td>
<td>$2,346.00</td>
</tr>
<tr>
<td>23</td>
<td>Bollards</td>
<td>3</td>
<td>EA</td>
<td>$222.00</td>
<td>$666.00</td>
</tr>
<tr>
<td>24</td>
<td>Temporary Service</td>
<td>1</td>
<td>LS</td>
<td>$881.00</td>
<td>$881.00</td>
</tr>
<tr>
<td>25</td>
<td>Sampling and Testing</td>
<td>1</td>
<td>LS</td>
<td>$1,107.00</td>
<td>$1,107.00</td>
</tr>
<tr>
<td>26</td>
<td>Miscellaneous Site Work</td>
<td>1</td>
<td>CA</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>

**TOTAL FOR BID SCHEDULE**  
$113,320.00
MEMORANDUM OF UNDERSTANDING AND PROFESSIONAL SERVICES AGREEMENT TASK ORDER
Library Square Traffic Modifications
NDC Funded
(Reviewed by Legal)

- At the NDC’s March meeting they requested staff to provided them with scope of work to have design work completed for modifications to the traffic pattern around the Library Square, including the addition of second right turn lane from 3rd Street South to 12th Avenue South.

- Staff worked with Keller Associates to prepare a scope of work for these design services (see attached Scope of Work).

- At the NDC’s May meeting they authorized proceeding with the design work by Keller Associates in the amount of $36,600.

- Because the selection of Keller Associates was from the City’s On-Call list and not through a Request for Qualifications administered by NDC, their attorney has requested that the City execute the task order with Keller Associates and NDC will reimburse the City for the cost of the design work.

- The City’s and NDC’s attorneys have reviewed the MOU and recommend approval.

- Engineering has reviewed the MOU and Scope of Work and recommend approval.

REQUEST 1: Authorize Mayor to sign MOU with NDC for the Library Square Traffic Modifications design work.

REQUEST 2: Authorize Mayor to sign task order for professional services with Keller Associates for the Library Square Traffic Modifications in the amount of $36,600 (T&M N.T.E.).
SCOPE OF WORK

PROJECT DESCRIPTION

The Nampa Development Corporation (NDC) plans to modify the traffic and roadways around the Library Block. Roadway markings, signing, and signal modifications will be made to 11th Avenue South between the Railroad underpass and 3rd Street south. Also, on 3rd Street South, a second right turn lane from 3rd Street South to 12th Avenue South will be added. The right of way widening will be needed along 3rd Street South, acquired from the NDC’s parking lot, located on the southwest corner of 3rd and 12th. Keller Associates will provide engineering design services for the project. The City of Nampa will support the project by leading bidding and construction administration. The anticipated improvements are shown below:
**TASK 1 – SURVEYING**

The Consultant will conduct the following survey work:

- Conduct right-of-way research for the O’Reilly Auto Parts parcel (1111 3rd Street South) and NDC’s parking lot parcel (307 12th Avenue South).
- Notify digline and request utility mapping
- Conduct a field survey the right-of-way boundary adjacent to O’Reilly’s and NDC’s properties.
- Conduct a topographic survey of 3rd Street South between 11th and 12th Avenues. Survey to extend to the back of the existing right-of-way adjacent to O’Reilly’s property. Survey the parking lot and alley approximately 50 feet south of the existing sidewalk on 3rd Street South.
- Create a topographic and existing boundary map.

The Client will:

- Provide the Consultant with title reports for both the O’Reilly and NDC properties.
- Flag the landscape sprinklers prior to the field surveys.

**Deliverables**

Existing topographic & Boundary Map

**TASK 2 – ROADWAY DESIGN**

The Consultant will conduct the following roadway design work:

- Conduct a field review of the existing traffic signal equipment, storm sewer, utilities, and landscape irrigation.
- Design the following improvements:
  - 3rd Street South right turn lanes (including pavement, curb and gutter, and attached sidewalk)
  - Pedestrian refuge island (extruded curb with concrete fill),
  - Traffic/pedestrian signal modifications for 11th Avenue South and 3rd Street South,
  - Traffic signing and pavement markings,
  - Landscape and sprinkler irrigation in the landscape buffer between the back of the proposed sidewalk to NDC’s parking lot.
  - Erosion and sediment control plan.
  - Construction Traffic control plan.
- Create plans, specifications, and bid documents for the project.
- Submit the plans and specifications to the Idaho Transportation Department for review and permit.

The Client will:

- Obtain permission from the City to remove trees affected by the design.
- Provide review of all deliverables.
- Pay any permit review fees.

**Assumptions:**

- A single page signal plan will be created.
- City of Nampa’s standard pavement section for an arterial roadway will be used.
- The existing storm water system has adequate capacity for the additional impervious surfaces, and that no calculations will be performed. The storm collection system will consist of new catch basins and piping to connect to the existing system.
- Right-of-way landscape improvements adjacent to O’Reilly’s property will consist of landscape gravel.
• NDC’s existing sprinkler irrigation controller and pipe sizes serving the parking lot are adequate for the new landscape area. A performance specification will be used for the sprinkler system.
• Landscaping will consist of trees spaced at 25-foot on-center and turf. Trees species will be selected from the City of Nampa approved street scape tree list.
• Review by ITD and the City of Nampa and associated revisions

**Deliverables**
50% Plans
95% Plans, Specifications and Bid Documents
100% Plans, Specifications and Bid Documents

**TASK 3 – BIDDING & CONSTRUCTION SUPPORT**
The Consultant will provide bidding and construction support for the project as follows:
- Respond to bidder’s requests for information (RFIs).
- Attend a preconstruction conference at the City of Nampa.
- Review contractor’s submittals and shop drawings.
- Attend a substantial completion walk thru meeting, create a substantial completion punch list.
- Conduct up to two site visits at the NDC’s or the City’s request.

The Client will:
- Arrange with the City of Nampa to conduct bidding, construction administration, and inspection for the project.

Assumptions:
- A pre-bid meeting will not be attended
- Bids and documentation will be analyzed by the City of Nampa
- Only one bidding process will be conducted.
- Only one construction contract will be awarded.

**Deliverables**
Submittal reviews
Substantial completion punchlist

**TASK 4 – RECORD OF SURVEY**
The Consultant will:
- Create a Record of Survey in accordance with Idaho Code for the acquisition of the new right-of-way from NDC’s parking lot parcel.
- Create one legal description and map exhibit for the new right-of-way to be dedicated to the City of Nampa
- Set survey markers for the new right-of-way.
- Record the Record of Survey at Canyon County.
The Client will:

- Review the record of survey.
- Execute a right-of-way agreement with the City of Nampa.

Assumptions:
- Right-of-way only to be obtained from one property.

**Deliverables**

Recorded Record of Survey
Legal description and map exhibit of right-of-way to be dedicated

---

**FEE**

The above scope of work will be completed on a lump sum basis per the following Fee Schedule:

<table>
<thead>
<tr>
<th>TASK</th>
<th>FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>TASK 1 - SURVEYING</td>
<td>$3,000</td>
</tr>
<tr>
<td>TASK 2 - ROADWAY DESIGN</td>
<td>$28,000</td>
</tr>
<tr>
<td>TASK 3 - BIDDING &amp; CONSTRUCTION SUPPORT</td>
<td>$3,500</td>
</tr>
<tr>
<td>TASK 4 - RECORD OF SURVEY</td>
<td>$2,100</td>
</tr>
<tr>
<td><strong>TOTAL LUMP SUM FEE</strong></td>
<td><strong>$36,600</strong></td>
</tr>
</tbody>
</table>

**ADDITIONAL SERVICES**

Compensation for performing Additional Services not included in the above services will be pursuant to a mutually agreed upon amendment to this Agreement.

**SERVICES NOT INCLUDED**

The following services are not included as part of the Consultant’s scope of work:

- Geotechnical engineering
- Landscaping Architecture
- Environmental Investigations
- Easement and right-of-way acquisition
MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is made and entered into this _____ day of ____________, 2019, between the CITY OF NAMPA, CANYON COUNTY, IDAHO, an Idaho municipal corporation (“City”), and the NAMPA DEVELOPMENT CORPORATION, the URBAN RENEWAL AGENCY of the City of Nampa, Idaho (“NDC”).

Recitals

WHEREAS, NDC desires to fund design work the addition of a second right turn lane from 3rd Street South to 12th Avenue South and associated striping changes on 11th Avenue South; and

WHEREAS, the City has a consultant roster selected through a qualifications-based selection process in compliance with Idaho Code 67-2320; and

WHEREAS, NDC desires to utilize a consultant from the City’s consultant roster for the design services for the addition of a second right turn lane from 3rd Street South to 12th Avenue South and associated striping changes on 11th Avenue South.

Agreement

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, City and NDC hereby agree as follows:

1. City shall contract with Keller Associates, Inc. for design services for the addition of a second right turn lane from 3rd Street South to 12th Avenue South and associated striping changes on 11th Avenue South, as outlined in the scope of work attached as Exhibit “A”.

2. City shall manage the design process with Keller Associates, Inc. and pay all bills.

3. NDC will reimburse the City for all expenses incurred by the City relating to the design of the addition of a second right turn lane from 3rd Street South to 12th Avenue South and associated striping changes on 11th Avenue South as outlined in the scope of work attached as Exhibit “A” and not to exceed $36,600.00.

4. Timing: Upon execution of this MOU by all parties the parties shall diligently pursue the project until completion.
5. **Severability.** In the event any of the provisions of this MOU shall be deemed illegal or unenforceable, such determination shall not operate to invalidate any of the remaining provisions of this MOU.

6. **Headings.** The paragraph headings are for convenience only and are not a part of this MOU and shall not be used in interpreting or construing this MOU.

7. **Binding Effect.** The provisions and stipulations of this MOU shall inure to and bind the heirs, personal representatives, assigns and successors in interest of the parties hereto.

8. **Entity Authority.** Each individual executing this MOU on behalf of an entity represents and warrants that he or she is duly authorized to execute and deliver this MOU on behalf of said entity.

---

**NAMPA DEVELOPMENT CORPORATION**

By: ______________________________________

David Bills, Chairman

---

**CITY OF NAMPA**

By: ______________________________________

Debbie Kling, Mayor

---

Attest:

________________________________________

City Clerk
June 18, 2019

Mayor Garret L. Nancolas
Caldwell City Hall
411 Blaine St.
Caldwell, Idaho 83605

Re: City Impact Area Agreement

Dear Mayor Nancolas:

For many years, your leadership and professional staff have been vital in creating and maintaining a strong relationship between our communities. The cities of Caldwell and Nampa have been partners in many efforts to strengthen the communities we live in and serve the people of the treasure valley. I value this partnership and will always work to ensure this good relationship continues.

Recently, Caldwell’s Director of Planning & Zoning, Jerome Mapp, was kind enough to meet with Nampa’s planning team to discuss an inquiry by a property owner within Nampa’s Impact Area. This property owner is interested in obtaining city services in order to develop the property at 9792 Ustick Rd. They have approached both Nampa and Caldwell for services. Caldwell and Nampa’s staff met and discussed challenges for servicing the area and determined that Nampa would continue to plan for providing utilities to this property within the City’s Impact Area.

I am writing to state the official position of the City of Nampa regarding this parcel. For over a year, Nampa’s Economic Development team have been working closely with the property owners to explore ways to service this area. The City of Nampa considers this property an important piece of a core industrial area we are trying to preserve and develop. The Nampa Development Corporation recently approved a memorandum of understanding with the City of Nampa to expend significant funds to design the extension of the sewer line on Ustick from Northside Blvd to Midland Blvd, directly benefitting the subject property. The Nampa Development Corporation has also indicated a willingness to partner with industrial development in this area to install the necessary infrastructure for new projects. The city opposes any proposal to annex this property into the City of Caldwell.
In recent years, our communities' leadership have agreed to respect the established impact area boundaries by not annexing into the other community's boundaries. In addition, we have even agreed to additional planning areas which the City of Nampa will continue to respect. This has been critical for maintaining the partnership we have. I appreciate your staff involving us in this discussion early in the process and am confident we will continue to partner when issues like this arise.

Respectfully submitted on behalf of the Nampa City Council,

Debbie Kling
Mayor, City of Nampa
RECOMMENDATION REGARDING SALARY MODIFICATION
City of Nampa Elected Officials
Date of Meeting ~ June 10, 2019

Citizen-led Salary Advisory Group
Debra Curry, Nampa Resident
Jose DeLeon, Idaho Department of Labor
Sharon Harris, Board of Appraisers
Mitch Minnette, Nampa Chamber of Commerce
Jean Mutchie, St. Luke’s Hospital
Hubert Osborne, Nampa Resident

Recommendations
Having met to discuss and:
✔ Review the salary structure for Mayors and City Council members in cities throughout the Treasure Valley
✔ Compare the size of city populations
✔ Evaluate the services provided by these cities constituting levels of required oversight

the Salary Advisory Group makes the recommendations listed below:
✔ City Council Members’ salaries be modified to reflect a 5% increase ($546.00) for FY 2020.
✔ City Council Members’ salaries be modified to reflect a 5% increase ($573.00) for FY 2021.
✔ City Mayor’s salary be modified to reflect a 5% increase ($4064.00) for FY 2020.
✔ City Mayor’s salary be modified to reflect a 5% increase ($4267.00) for FY 2021.
✔ Modification of Mayor’s salary and modification of Council Members’ salaries should be at the same percentage rate.
✔ Going forward, a Citizen-led Salary Advisory Group be convened during FY 2021 to provide further analysis and recommendations for FY2022 budget.

Rationale
Currently:
Nampa Mayor Salary = $81,286
Caldwell Mayor Salary = $89,020
Meridian Mayor Salary = $90,956
Boise Mayor Salary = $140,873
Nampa Council Salary = $10,930
Caldwell Council Salary = $9,097
Meridian Council Salary = $10,000
Boise Council Salary = $25,600

The committee took the following factors into consideration before making the above recommendations:
✔ City population ~ With a current population of 102,000, (and continuing to grow) Nampa is approximately:
  ▪ 43 percent larger than Caldwell
  ▪ 11 percent smaller than Meridian
  ▪ 55 percent smaller than Boise

✔ Level of services ~ With the exception of Caldwell, Nampa provides more services for citizens than other cities in the Treasure Valley. This requires greater diligence and oversight by elected officials. As a full service city, Nampa provides a number of services, some of which are not provided by some other cities. These include but may not be limited to:
  ▪ Street Services
  ▪ Storm water
  ▪ Wastewater system
  ▪ Airport
  ▪ Civic Center
  ▪ Golf Courses
  ▪ Rec Center
  ▪ Arena/Horse Park

✔ Other cities in the Treasure Valley are either scheduled or expected to increase elected officials’ salaries in 2020.
✔ With the adoption of the proposed modifications, Nampa’s Mayor’s salary will continue below market for salary paid by other cities in the Treasure Valley – even the much smaller city of Caldwell.
✔ Positioning Nampa for the long-term with competent leadership requires adequate salary compensation for time and effort required in executing the responsibilities of the offices.
# Citizen-Led Salary Advisory Group

## Citizens for consideration

<table>
<thead>
<tr>
<th>Name</th>
<th>City or Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debra Curry</td>
<td>Nampa resident</td>
</tr>
<tr>
<td>Jean Mutchie, St. Luke's</td>
<td></td>
</tr>
<tr>
<td>Heather Lewis, School Board</td>
<td></td>
</tr>
<tr>
<td>Olga Menchaca, Washington Trust</td>
<td></td>
</tr>
<tr>
<td>Sharon Harris, Board of Appraisers</td>
<td></td>
</tr>
<tr>
<td>Jose DeLeon</td>
<td>Idaho Dept of Labor</td>
</tr>
<tr>
<td>Hubert Osborne</td>
<td>Nampa resident</td>
</tr>
<tr>
<td>Irene Gonzalez</td>
<td>Nampa resident, SBA</td>
</tr>
<tr>
<td>Klint Keller</td>
<td>Nampa Resident, Nampa Smiles</td>
</tr>
<tr>
<td>Mitch Minnette</td>
<td>Nampa Chamber of Commerce</td>
</tr>
</tbody>
</table>

## DATA

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Nampa Mayor</td>
<td>81,286.40</td>
<td>81,286.40</td>
<td>77,558.44</td>
<td>68,706.72</td>
</tr>
<tr>
<td>Nampa City Council</td>
<td>$10,930.00</td>
<td>$10,930.00</td>
<td>$10,930.00</td>
<td>$10,930.00</td>
</tr>
</tbody>
</table>

## Research from Surrounding Cities

<table>
<thead>
<tr>
<th>City</th>
<th>City Manager</th>
<th>Mayor</th>
<th>Council</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meridian</td>
<td>$90,956</td>
<td>$10,000</td>
<td>(Council President receives 10% additional wage)</td>
<td></td>
</tr>
<tr>
<td>Boise</td>
<td>$140,873</td>
<td>$25,660</td>
<td>Increases approved</td>
<td></td>
</tr>
<tr>
<td>Caldwell</td>
<td>$89,019.96</td>
<td>$9,097.92</td>
<td>Considering Increase</td>
<td></td>
</tr>
<tr>
<td>Twin Falls</td>
<td>$164,000</td>
<td>$12,000</td>
<td>$9,000.00</td>
<td></td>
</tr>
</tbody>
</table>
The City of Nampa would like to invite you to participate in a Citizen-Led Salary Advisory Group for the Nampa City Council and Mayor.

This neutral third party will be provided data on compensation in Nampa and surrounding areas for review. The citizens serving on the committee represent Nampa residents and will provide feedback for Nampa City Council consideration.

The Citizen-Led Salary Advisory Group will meet Monday, June 10th at 11:30 a.m. in the Mayor’s Conference Room, located at 411 3rd St. S, Nampa 83651.

Upon reviewing and discussing salary information, the committee may recommend an increase in salary or choose to maintain current compensation the same. Proposed changes to compensation for Mayor and City Council must be submitted with the FY 2020 budget to align with an election year per Idaho State Code 50-203. The timeframe for any future salary increases following FY 2020 is FY 2022. The Nampa City Council will vote on any proposed salary increases as part of the FY2020 budget approval process August 19.

Thank you, in advance, for your consideration to represent Nampa residents on this committee.

Note: The Citizen-Led Salary Advisory Group is not subject to open meeting laws; therefore it is not required to take minutes or audio record meeting. The group’s recommendation will serve as their report.
CITIZEN-LED SALARY ADVISORY GROUP
June 10, 2019

CALDWELL

<table>
<thead>
<tr>
<th>City</th>
<th>City Manager</th>
<th>Mayor</th>
<th>Council</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caldwell</td>
<td></td>
<td>$89,019.96</td>
<td>$9,097.92</td>
<td>Considering increase</td>
</tr>
</tbody>
</table>

CITY SERVICES COMPARISON: Caldwell - Full Service (which includes streets, sewer, wastewater, airport)

MERIDIAN

<table>
<thead>
<tr>
<th>City</th>
<th>City Manager</th>
<th>Mayor</th>
<th>Council</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meridian</td>
<td></td>
<td>$90,956</td>
<td>$10,000</td>
<td>Committee meeting this summer to review</td>
</tr>
</tbody>
</table>

  (Council President receives 10% additional wage)

CITY SERVICES COMPARISON: Meridian - Does not do street or storm water, no airport, no convention center. Does own wastewater facility.

BOISE

<table>
<thead>
<tr>
<th>City</th>
<th>City Manager</th>
<th>Mayor</th>
<th>Council</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boise</td>
<td></td>
<td>$140,873</td>
<td>$25,660</td>
<td>Increases approved</td>
</tr>
</tbody>
</table>

  (Set to increase in 2020 - $145,099 and 2021 - $149,452)

CITY SERVICES COMPARISON: Boise - Does not do street, stormwater and does not own wastewater system
### Nampa

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Nampa Mayor</td>
<td>81,286.40</td>
<td>81,286.40</td>
<td>77,558.44</td>
<td>68,706.72</td>
</tr>
<tr>
<td>Nampa City Council</td>
<td>$10,930.00</td>
<td>$10,930.00</td>
<td>$10,930.00</td>
<td>$10,930.00</td>
</tr>
</tbody>
</table>

*CITY SERVICES COMPARISON: Nampa - Full Service (includes streets, sewer, wastewater, airport, convention center, arena/horse park)*

### Twin Falls

<table>
<thead>
<tr>
<th>City</th>
<th>City Manager</th>
<th>Mayor</th>
<th>Council</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twin Falls</td>
<td>$164,000</td>
<td>$12,000</td>
<td>$9,000.00</td>
<td></td>
</tr>
</tbody>
</table>

*CITY SERVICES COMPARISON: Twin Falls - Full Service (which includes streets, sewer, wastewater, airport)*
### Historic Population Estimates by City Limits

#### Ada County

<table>
<thead>
<tr>
<th>Year</th>
<th>Boise</th>
<th>Eagle</th>
<th>Garden City</th>
<th>Kuna</th>
<th>Meridian</th>
<th>Star</th>
<th>Unincorporated</th>
<th>Total</th>
<th>Regional Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>236,310</td>
<td>31,270</td>
<td>12,240</td>
<td>22,630</td>
<td>114,680</td>
<td>10,990</td>
<td>59,350</td>
<td>487,670</td>
<td>712,200</td>
</tr>
<tr>
<td>2018</td>
<td>232,300</td>
<td>29,910</td>
<td>11,880</td>
<td>20,740</td>
<td>106,410</td>
<td>10,310</td>
<td>59,390</td>
<td>470,930</td>
<td>688,110</td>
</tr>
<tr>
<td>2017</td>
<td>228,930</td>
<td>26,930</td>
<td>11,500</td>
<td>19,700</td>
<td>98,300</td>
<td>9,290</td>
<td>59,760</td>
<td>454,400</td>
<td>669,830</td>
</tr>
<tr>
<td>2016</td>
<td>226,900</td>
<td>25,510</td>
<td>11,420</td>
<td>18,430</td>
<td>91,420</td>
<td>8,150</td>
<td>61,020</td>
<td>442,850</td>
<td>651,030</td>
</tr>
<tr>
<td>2015</td>
<td>223,670</td>
<td>24,600</td>
<td>12,060</td>
<td>17,320</td>
<td>91,310</td>
<td>7,930</td>
<td>61,780</td>
<td>438,660</td>
<td>646,450</td>
</tr>
<tr>
<td>2014</td>
<td>217,730</td>
<td>23,460</td>
<td>11,160</td>
<td>16,070</td>
<td>85,240</td>
<td>7,140</td>
<td>61,130</td>
<td>421,920</td>
<td>620,080</td>
</tr>
<tr>
<td>2013</td>
<td>209,700</td>
<td>21,350</td>
<td>11,070</td>
<td>15,960</td>
<td>81,380</td>
<td>6,480</td>
<td>60,930</td>
<td>406,870</td>
<td>599,840</td>
</tr>
<tr>
<td>2012</td>
<td>207,730</td>
<td>20,550</td>
<td>11,020</td>
<td>15,650</td>
<td>78,290</td>
<td>6,030</td>
<td>60,400</td>
<td>399,670</td>
<td>590,070</td>
</tr>
<tr>
<td>2011</td>
<td>206,470</td>
<td>20,140</td>
<td>10,980</td>
<td>15,470</td>
<td>76,510</td>
<td>5,900</td>
<td>60,510</td>
<td>395,960</td>
<td>585,810</td>
</tr>
<tr>
<td>2010 (Census)</td>
<td>205,571</td>
<td>19,908</td>
<td>10,972</td>
<td>15,210</td>
<td>75,092</td>
<td>5,793</td>
<td>59,739</td>
<td>392,365</td>
<td>581,288</td>
</tr>
<tr>
<td>2000 (Census)</td>
<td>185,787</td>
<td>11,085</td>
<td>10,624</td>
<td>5,382</td>
<td>34,919</td>
<td>1,795</td>
<td>51,312</td>
<td>300,904</td>
<td>432,345</td>
</tr>
<tr>
<td>1990 (Census)</td>
<td>125,738</td>
<td>3,327</td>
<td>6,369</td>
<td>1,955</td>
<td>9,596</td>
<td>648</td>
<td>58,142</td>
<td>205,775</td>
<td>295,851</td>
</tr>
</tbody>
</table>

#### Canyon County

<table>
<thead>
<tr>
<th>Year</th>
<th>Caldwell</th>
<th>Greenleaf</th>
<th>Melba</th>
<th>Middleton</th>
<th>Nampa</th>
<th>Notus</th>
<th>Parma</th>
<th>Wilder</th>
<th>Unincorporated</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>58,830</td>
<td>870</td>
<td>590</td>
<td>9,710</td>
<td>102,030</td>
<td>570</td>
<td>2,150</td>
<td>1,760</td>
<td>48,020</td>
<td>224,530</td>
</tr>
<tr>
<td>2018</td>
<td>56,860</td>
<td>860</td>
<td>570</td>
<td>9,190</td>
<td>98,370</td>
<td>570</td>
<td>2,140</td>
<td>1,710</td>
<td>46,900</td>
<td>217,180</td>
</tr>
<tr>
<td>2017</td>
<td>54,120</td>
<td>860</td>
<td>570</td>
<td>8,110</td>
<td>96,820</td>
<td>570</td>
<td>2,120</td>
<td>1,690</td>
<td>50,560</td>
<td>215,430</td>
</tr>
<tr>
<td>2016</td>
<td>52,620</td>
<td>860</td>
<td>570</td>
<td>7,580</td>
<td>90,860</td>
<td>570</td>
<td>2,110</td>
<td>1,640</td>
<td>51,360</td>
<td>208,180</td>
</tr>
<tr>
<td>2015</td>
<td>51,880</td>
<td>860</td>
<td>570</td>
<td>7,110</td>
<td>89,210</td>
<td>570</td>
<td>2,140</td>
<td>1,640</td>
<td>53,800</td>
<td>207,790</td>
</tr>
<tr>
<td>2014</td>
<td>47,440</td>
<td>840</td>
<td>520</td>
<td>6,150</td>
<td>84,840</td>
<td>540</td>
<td>2,010</td>
<td>1,540</td>
<td>54,270</td>
<td>198,160</td>
</tr>
<tr>
<td>2013</td>
<td>47,580</td>
<td>850</td>
<td>520</td>
<td>5,860</td>
<td>83,840</td>
<td>530</td>
<td>1,990</td>
<td>1,530</td>
<td>50,270</td>
<td>192,970</td>
</tr>
<tr>
<td>2012</td>
<td>46,800</td>
<td>850</td>
<td>520</td>
<td>5,630</td>
<td>82,160</td>
<td>530</td>
<td>1,990</td>
<td>1,530</td>
<td>50,390</td>
<td>190,400</td>
</tr>
<tr>
<td>2011</td>
<td>46,730</td>
<td>850</td>
<td>520</td>
<td>5,600</td>
<td>81,920</td>
<td>530</td>
<td>1,990</td>
<td>1,530</td>
<td>50,160</td>
<td>189,850</td>
</tr>
<tr>
<td>2010 (Census)</td>
<td>46,237</td>
<td>846</td>
<td>513</td>
<td>5,524</td>
<td>81,557</td>
<td>531</td>
<td>1,983</td>
<td>1,533</td>
<td>50,179</td>
<td>188,923</td>
</tr>
<tr>
<td>2000 (Census)</td>
<td>25,967</td>
<td>862</td>
<td>439</td>
<td>2,978</td>
<td>51,867</td>
<td>458</td>
<td>1,771</td>
<td>1,462</td>
<td>45,637</td>
<td>131,441</td>
</tr>
<tr>
<td>1990 (Census)</td>
<td>18,586</td>
<td>648</td>
<td>252</td>
<td>1,851</td>
<td>28,365</td>
<td>380</td>
<td>1,597</td>
<td>1,232</td>
<td>37,165</td>
<td>90,076</td>
</tr>
</tbody>
</table>
Salary Survey
City of Aberdeen

Population: 1,919

Mayor's pay per month: $300.00

Councilors' pay per month: $150.00

Benefits Provided: PERSI

Other Benefits: N/A

Is the city considering increasing elected officials' pay this year? Yes
## Salary Survey
### City of Acequia

<table>
<thead>
<tr>
<th>Population:</th>
<th>129</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's pay per month:</td>
<td>$150.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$80.00</td>
</tr>
<tr>
<td>Benefits Provided:</td>
<td>NONE</td>
</tr>
<tr>
<td>Other Benefits:</td>
<td>NONE</td>
</tr>
</tbody>
</table>

Is the city considering increasing elected officials' pay this year? Yes
Salary Survey
City of American Falls

Population: 4,347

Mayor's pay per month: $1,300.00

Councilors' pay per month: $300.00

Benefits Provided: PERSI, medical, dental and vision insurance

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? No
Population: 15,696

Mayor's pay per month: $1,250.00

Councilors' pay per month: $700.00

Benefits Provided: PERSI and medical insurance only

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? Has not been discussed as of yet.
## Salary Survey
City of Ashton

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>1,063</td>
</tr>
<tr>
<td>Mayor's pay per month</td>
<td>$700.00</td>
</tr>
<tr>
<td>Councilors' pay per month</td>
<td>$350.00</td>
</tr>
<tr>
<td>Benefits Provided</td>
<td>PERSI</td>
</tr>
<tr>
<td>Other Benefits</td>
<td>Just mileage for the mayor from Ashton for the City.</td>
</tr>
</tbody>
</table>

**Is the city considering increasing elected officials' pay this year?**

I do not know. We have not discussed it yet.
Salary Survey
City of Athol

Population: 769

Mayor's pay per month: $300.00

Councilors' pay per month: $125.00

Benefits Provided: PERSI, dental and vision insurance provided, no medical

Other Benefits: Costco membership, mayor cell stipend, mileage reimbursements

Is the city considering increasing elected officials' pay this year? no
## Salary Survey
### City of Bancroft

<table>
<thead>
<tr>
<th>Population:</th>
<th>381</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's pay per month:</td>
<td>$106.95</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$64.17</td>
</tr>
</tbody>
</table>

**Benefits Provided:** No Benefits

**Other Benefits:** No Other Benefits

**Is the city considering increasing elected officials' pay this year?** Yes
Salary Survey
City of Blackfoot

Population: 12,056

Mayor's pay per month: $5,416.67

Councilors' pay per month: $500.00

Benefits Provided: PERSI, Medical, dental, vision, life insurance

Other Benefits: No other benefits

Is the city considering increasing elected officials' pay this year? No
Population: 2,676

Mayor's pay per month: $600.00

Councilors' pay per month: $300.00

Benefits Provided: PERSI, medical, life

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? unknown
Population: 247

Mayor's pay per month: $90.00

Councilors' pay per month: $75.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? NO
Salary Survey  
City of Buhl  

Population: 4,370

Mayor's pay per month: $733.33

Councilors' pay per month: $366.67

Benefits Provided: PERSI, Medical, Dental, Vision, Life

Other Benefits:

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Burley

Population: 10,590

Mayor's pay per month: $1,500.00

Councilors' pay per month: $400.00

Benefits Provided: PERSI, Medical, Life Insurance

Other Benefits:

Is the city considering increasing elected officials' pay this year? NO
Salary Survey
City of Caldwell

Population: 56,353

Mayor's pay per month: $7,418.33

Councilors' pay per month: $758.16

Benefits Provided: PERSI, medical insurance, dental insurance, vision insurance, life insurance

Other Benefits: Reimbursement for mileage concerning required city/public events & meetings

Is the city considering increasing elected officials' pay this year? Yes. This will be discussed in upcoming budget workshops
Population: 324

Mayor's pay per month: $165.00

Councilors' pay per month: $100.00

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? no
# Salary Survey

## City of Carey

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>609</td>
</tr>
<tr>
<td>Mayor's pay per month</td>
<td>$0.00</td>
</tr>
<tr>
<td>Councilors' pay per month</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**Benefits Provided:** NONE

**Other Benefits:** NONE

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Cascade

Population: 1,029

Mayor's pay per month: $1,000.00

Councilors' pay per month: $350.00

Benefits Provided: PERSI only

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? Not at this time.
Salary Survey
City of Castleford

Population: 239

Mayor's pay per month: $100.00

Councilors' pay per month: $100.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? No
### Salary Survey

#### City of Chubbuck

<table>
<thead>
<tr>
<th>Population:</th>
<th>15,056</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's pay per month:</td>
<td>$4,583.30</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$525.00</td>
</tr>
<tr>
<td>Benefits Provided:</td>
<td>PERSI, medical, dental, vision, and life</td>
</tr>
<tr>
<td>Other Benefits:</td>
<td>Phone, vehicle provided</td>
</tr>
</tbody>
</table>

**Is the city considering increasing elected officials' pay this year?**  
Yes
Population: 563

Mayor's pay per month: $200.00

Councilors' pay per month:

Benefits Provided: PERSI

Other Benefits: 0

Is the city considering increasing elected officials' pay this year? Yes
Population: 330

Mayor's pay per month: $150.00

Councilors' pay per month: $32.00

Benefits Provided: NONE

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? No
Population: 52,593

Mayor's pay per month: $2,700.00

Councilors' pay per month: $1000.00

Benefits Provided: Health, vision, dental life insurance, HRA/VEBA, and PERSI

Other Benefits: travel is paid for through the city budget

Is the city considering increasing elected officials' pay this year? No
Population: 905

Mayor's pay per month:

Councilors' pay per month:

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? Don't know
Population: 511

Mayor's pay per month:

Councilors' pay per month:

Benefits Provided: PERSI

Other Benefits: $25.00 and mileage per meeting they attend.

Is the city considering increasing elected officials' pay this year? No.
Salary Survey
City of Culdesac

Population: 374

Mayor's pay per month: $0.00
Councilors' pay per month: $0.00

Benefits Provided: NONE

Other Benefits: Mileage stipend to trainings

Is the city considering increasing elected officials' pay this year? Yes, considering starting elected officials' minimal pay this year.
Population: 512

Mayor's pay per month: $100.00

Councilors' pay per month: $50.00

Benefits Provided: NONE

Other Benefits:

Is the city considering increasing elected officials' pay this year? Good question.
Salary Survey
City of Deary

Population: 517

Mayor's pay per month: $75.00
Councilors' pay per month: $75.00

Benefits Provided: PERSI

Other Benefits: N/A

Is the city considering increasing elected officials' pay this year? Not Sure
Salary Survey
City of Declo

Population: 355

Mayor's pay per month: $300.00

Councilors' pay per month: $200.00

Benefits Provided: PERSI

Other Benefits: Mayor Cell phone

Is the city considering increasing elected officials’ pay this year? I don't think so
Population: 330

Mayor's pay per month:

Councilors' pay per month:

Benefits Provided: NONE

Other Benefits: Provide vehicle, travel/mileage, cell phone, fuel reimbursement

Is the city considering increasing elected officials' pay this year? Possibly
Salary Survey
City of Donnelly

Population: 166

Mayor's pay per month: $400.00
Councilors' pay per month: $300.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? They will be reviewing
Salary Survey
City of Dover

Population: 849

Mayor's pay per month: $500.00

Councilors' pay per month: $250.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? Not aware of any planned increases
Population: 613

Mayor's pay per month: $250.00

Councilors' pay per month: $50.00

Benefits Provided: PERSI

Other Benefits: Mayor - Cell Phone; Council and Mayor - Utilities

Is the city considering increasing elected officials' pay this year? Possibly
Salary Survey
City of Eagle

Population: 27,165

Mayor's pay per month: $6,000.00

Councilors' pay per month: $1000.00

Benefits Provided: Mayor is entitled to the above mentioned benefits - City Council is not unless they want to pay the full premium costs out of pocket.

Other Benefits:

Is the city considering increasing elected officials' pay this year? I have no idea. Will be discussed during the budget process for FY 18/19
Salary Survey
City of East Hope

Population: 227

Mayor's pay per month: $0.00

Councilors' pay per month: $0.00

Benefits Provided: NONE

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? no
Population: 401

Mayor's pay per month: $200.00

Councilors' pay per month: $79.00

Benefits Provided: NONE

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? no
Salary Survey
City of Elk River

Population: 119

Mayor's pay per month: $100.00
Councilors' pay per month: $50.00

Benefits Provided: NONE

Other Benefits: stipend for mileage

Is the city considering increasing elected officials' pay this year? no
Salary Survey
City of Fairfield

Population: 391

Mayor's pay per month: $700.00

Councilors' pay per month: $350.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? not that I'm aware of
<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>161</td>
</tr>
<tr>
<td>Mayor's pay per month</td>
<td>$50.00</td>
</tr>
<tr>
<td>Councilors' pay per month</td>
<td>$30.00</td>
</tr>
<tr>
<td>Benefits Provided</td>
<td>NONE</td>
</tr>
<tr>
<td>Other Benefits</td>
<td>NONE</td>
</tr>
</tbody>
</table>

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Firth

Population: 468

Mayor's pay per month: $200.00

Councilors' pay per month: $50.00

Benefits Provided: no

Other Benefits: no

Is the city considering increasing elected officials' pay this year? no
Salary Survey
City of Franklin

Population: 868

Mayor's pay per month: $100.00
Councilors' pay per month: $100.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? No
Population: 5,170

Mayor's pay per month: $1,000.00

Councilors' pay per month: $550.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? Unknown
Population: 11,732

Mayor's pay per month: $2,833.34

Councilors' pay per month: $850.00

Benefits Provided: PERSI; Medical; Dental; Life

Other Benefits: Mayor only - Cell Phone; mileage reimbursement

Is the city considering increasing elected officials' pay this year? No
Population: 972

Mayor's pay per month: $350.00

Councilors' pay per month: $200.00

Benefits Provided: PERSI

Other Benefits: Mayor: cell phone

Is the city considering increasing elected officials' pay this year? no
Salary Survey
City of Gooding

Population: 3,485

Mayor's pay per month: $800.00

Councilors' pay per month: $600.00

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? Yes
Salary Survey
City of Grace

Population: 942

Mayor's pay per month: $300.00

Councilors' pay per month: $150.00

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Grand View

Population: 445

Mayor's pay per month: $50.00

Councilors' pay per month: $50.00

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? no
Salary Survey
City of Grangeville

Population: 3,101

Mayor's pay per month: $350.00

Councilors' pay per month: $150.00

Benefits Provided: PERSI

Other Benefits: travel costs if they go somewhere

Is the city considering increasing elected officials' pay this year? yes
Salary Survey
City of Hagerman

Population: 880

Mayor's pay per month: $375.00

Councilors' pay per month: $200.00

Benefits Provided: PERSI

Other Benefits: cell phone and mileage

Is the city considering increasing elected officials' pay this year? no
## Salary Survey
### City of Hailey

<table>
<thead>
<tr>
<th>Description</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>8,426</td>
</tr>
<tr>
<td>Mayor's pay per month</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Councilors' pay per month</td>
<td>$850.00</td>
</tr>
<tr>
<td>Benefits Provided</td>
<td>PERSI, and life flight insurance</td>
</tr>
<tr>
<td>Other Benefits</td>
<td>NONE</td>
</tr>
</tbody>
</table>

**Is the city considering increasing elected officials' pay this year?** not sure at this time.
Salary Survey
City of Hansen

Population: 1,251

Mayor's pay per month: $275.00
Councilors' pay per month: $165.00

Benefits Provided: NONE

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? Not sure
Salary Survey
City of Harrison

Population: 223

Mayor's pay per month: $500.00

Councilors' pay per month: $75.00

Benefits Provided: n/a

Other Benefits: n/a

Is the city considering increasing elected officials' pay this year? No
## Salary Survey

### City of Hayden

<table>
<thead>
<tr>
<th>Population:</th>
<th>14,790</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's pay per month:</td>
<td>$1,320.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$660.00</td>
</tr>
</tbody>
</table>

**Benefits Provided:** Entitled to receive employee benefit offerings available to other officers of the City, except Mayor and Council shall pay 50% of their dependent health coverage.

**Other Benefits:** Reimbursement for city business related costs is allowed.

**Is the city considering increasing elected officials' pay this year?** Not at this time.
Salary Survey
City of Hayden Lake

Population: 622

Mayor's pay per month: $200.00

Councilors' pay per month: $100.00

Benefits Provided: PERSI

Other Benefits: travel if any

Is the city considering increasing elected officials' pay this year? no
Salary Survey
City of Hazelton

Population: 797

Mayor's pay per month: $300.00
Councilors' pay per month: $100.00

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? Yes
Population: 3,407

Mayor's pay per month: $1,300.00

Councilors' pay per month: $390.00

Benefits Provided: PERSI, VISION

Other Benefits: n/a

Is the city considering increasing elected officials' pay this year? no
# Salary Survey
## City of Horseshoe Bend

| Population: | 700 |
| Mayor's pay per month: | $200.00 |
| Councilors' pay per month: | $75.00 |

**Benefits Provided:** PERSI

**Other Benefits:**

**Is the city considering increasing elected officials' pay this year?** No
Population: 448

Mayor's pay per month: $400.00

Councilors' pay per month: $200.00

Benefits Provided: PERSI

Other Benefits: mileage stipend, conference reimbursements (lodging and conference fees)

Is the city considering increasing elected officials' pay this year? no
# Salary Survey

## City of Idaho Falls

| Population: | 62,087 |
| Mayor's pay per month: | $7,166.66 |
| Councilors' pay per month: | $1,083.33 |

**Benefits Provided:**
- PERSI, medical, dental, vision & life insurance

**Other Benefits:**
- Mayor only has a use of a city vehicle & cell phone

**Is the city considering increasing elected officials' pay this year?**
- Not that we are aware of
Population: 2,479

Mayor's pay per month: $500.00

Councilors' pay per month: $200.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? Yes
Population: 280

Mayor's pay per month:

Councilors' pay per month: $130.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? No
Population: 11,659

Mayor's pay per month: $1,000.00

Councilors' pay per month: $500.00

Benefits Provided: PERSI, Worker's Comp, medical/dental/vision/life insurance, Life Flight, cafeteria plan and HRA

Other Benefits: travel expenses are reimbursed

Is the city considering increasing elected officials' pay this year? I do not know
Population: 2,077

Mayor's pay per month: $500.00

Councilors' pay per month: $200.00

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? No
Population: 2,813

Mayor's pay per month: $3,121.17

Councilors' pay per month: $1,734.00

Benefits Provided: PERSI, health/dental/vision insurance

Other Benefits: expense reimbursement for certain travel/meeting expenses

Is the city considering increasing elected officials' pay this year? no.
# Salary Survey

## City of Kimberly

<table>
<thead>
<tr>
<th>Population:</th>
<th>3,948</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's pay per month:</td>
<td>$750.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$500.00</td>
</tr>
</tbody>
</table>

**Benefits Provided:**

- PERSI

**Other Benefits:**

- I-Pad

**Is the city considering increasing elected officials' pay this year?**

- No
Salary Survey
City of Kooskia

Population: 641

Mayor's pay per month:

Councilors' pay per month:

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Kootenai

Population: 848

Mayor's pay per month: $500.00

Councilors' pay per month: $125.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Kuna

Population: 19,176

Mayor's pay per month: $5,166.66

Councilors' pay per month: $750.00

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Lapwai

Population: 1,146

Mayor's pay per month: $400.00

Councilors' pay per month: $100.00

Benefits Provided: The Mayor and Councilmembers each receive an additional $100 per meeting for timely and full attendance at each meeting

Other Benefits: The Mayor and Councilmembers receive personal property (technology and equipment) not to exceed $2,000 in value, per elected official, per elected term

Is the city considering increasing elected officials' pay this year? No
Population: 412

Mayor's pay per month: $600.00

Councilors' pay per month: $250.00

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? Unknown at this time.
Population: 33,334

Mayor's pay per month: $770.00

Councilors' pay per month: $520.00

Benefits Provided: PERSI and Life Insurance

Other Benefits: n/a

Is the city considering increasing elected officials' pay this year?
Population: 509

Mayor's pay per month: $300.00

Councilors' pay per month: $150.00

Benefits Provided: NA

Other Benefits: travel expenses and mileage as incurred

Is the city considering increasing elected officials' pay this year?
## Salary Survey
### City of Mackay

<table>
<thead>
<tr>
<th>Population:</th>
<th>479</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's pay per month:</td>
<td>$75.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$55.00</td>
</tr>
<tr>
<td>Benefits Provided:</td>
<td>PERSI</td>
</tr>
<tr>
<td>Other Benefits:</td>
<td>NONE</td>
</tr>
</tbody>
</table>

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Marsing

Population: 1,304

Mayor's pay per month: $600.00

Councilors' pay per month: $150.00

Benefits Provided: PERSI

Other Benefits: MAYORS CELL PHONE

Is the city considering increasing elected officials' pay this year? NO
Salary Survey
City of McCall

Population: 3,638

Mayor's pay per month: $375.00

Councilors' pay per month: $225.00

Benefits Provided: PERSI, Medical, Dental, and Vision

Other Benefits: N/A

Is the city considering increasing elected officials' pay this year? Unknown at this time
Salary Survey
City of McCammon

Population: 815

Mayor's pay per month: $650.00

Councilors' pay per month: $250.00

Benefits Provided: PERSI

Other Benefits: Cell phone for Mayor, travel and lodging as needed for mayor and council

Is the city considering increasing elected officials' pay this year? Not sure
Population: 537

Mayor's pay per month: $300.00

Councilors' pay per month: $150.00

Benefits Provided: PERSI

Other Benefits: Mileage per trip

Is the city considering increasing elected officials' pay this year? Not at this time
Salary Survey
City of Mountain Home

Population: 14,116

Mayor's pay per month: $5,000.00

Councilors' pay per month: $850.00

Benefits Provided: Mayor receives PERSI, medical insurance, dental, vision, life, 8 hours sick leave per month and 15 days paid vacation per year. City Council receives PERSI, medical insurance, dental and vision but no sick leave or vacation hours.

Other Benefits: Mayor has a City Cell phone paid by the City and a City vehicle with fuel and maintenance paid by the City. City Council does not have any of this.

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Moyie Springs

Population: 772

Mayor's pay per month: $95.00

Councilors' pay per month: $75.00

Benefits Provided: PERSI / Medical Insurance

Other Benefits:

Is the city considering increasing elected officials' pay this year? NO
Population: 410

Mayor's pay per month: 

Councilors' pay per month:

Benefits Provided: NONE

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? no
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Population:</td>
<td>672</td>
</tr>
<tr>
<td>Mayor's pay per month:</td>
<td>$100.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$30.00</td>
</tr>
<tr>
<td>Benefits Provided:</td>
<td>PERSI</td>
</tr>
<tr>
<td>Other Benefits:</td>
<td></td>
</tr>
</tbody>
</table>

Is the city considering increasing elected officials' pay this year? no
Population: 153

Mayor's pay per month: $250.00

Councilors' pay per month: $100.00

Benefits Provided: We are currently looking to add PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? Yes
Salary Survey
City of New Meadows

Population: 491

Mayor's pay per month: $150.00

Councilors' pay per month: $100.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? Possibly
Salary Survey
City of Newdale

Population: 326

Mayor's pay per month: $238.50

Councilors' pay per month: $79.50

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? unsure at this time
Salary Survey
City of Nezperce

Population: 484

Mayor's pay per month: $510.00

Councilors' pay per month: $150.00

Benefits Provided: They all receive PERSI, mayor and council may be on our medical plan but have to pay the entire premium. Currently I have one councilman on the city policy he has medical, dental and vision, his policy comes with life.

Other Benefits: They get paid for any extra meetings they attend such as an AIC meeting plus a daily per diem rate for meals and mileage. They receive $35.00 for a half day meeting or $70.00 for a full day meeting. They receive $.56 per mile and the per diem rates for m

Is the city considering increasing elected officials' pay this year? This has not been discussed yet.
<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>623</td>
</tr>
<tr>
<td>Mayor's pay per month</td>
<td>$150.00</td>
</tr>
<tr>
<td>Councilors' pay per month</td>
<td>$50.00</td>
</tr>
<tr>
<td>Benefits Provided</td>
<td>PERSI</td>
</tr>
<tr>
<td>Other Benefits</td>
<td>NONE</td>
</tr>
</tbody>
</table>

**Is the city considering increasing elected officials' pay this year?**  
**NO**
Salary Survey
City of Oakley

Population: 780

Mayor's pay per month: $100.00

Councilors' pay per month: $50.00

Benefits Provided:

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? no
Population: 3,036

Mayor's pay per month: $700.00

Councilors' pay per month: $500.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? Unknown at this time
Population: 504

Mayor's pay per month: $200.00

Councilors' pay per month: $100.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Peck

Population: 198

Mayor's pay per month: $20.00

Councilors' pay per month: $15.00

Benefits Provided: 0

Other Benefits: 0

Is the city considering increasing elected officials' pay this year? It will be considered at the June or July meeting of the Council.
Salary Survey
City of Pierce

Population: 483

Mayor's pay per month: $70.00

Councilors' pay per month: $30.00

Benefits Provided: NONE

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? no
Population: 1,573

Mayor's pay per month: $150.00

Councilors' pay per month: $100.00

Benefits Provided: PERSI

Other Benefits: 0

Is the city considering increasing elected officials' pay this year? no
Salary Survey
City of Placerville

Population: 56

Mayor's pay per month: $0.00

Councilors' pay per month: $0.00

Benefits Provided: 0

Other Benefits: 0

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Plummer

Population: 1,025

Mayor's pay per month: $150.00

Councilors' pay per month: $75.00

Benefits Provided: PERSI

Other Benefits: Na

Is the city considering increasing elected officials' pay this year? Maybe
Salary Survey
City of Pocatello

Population: 55,054

Mayor's pay per month: $6,785.00

Councilors' pay per month: $887.00

Benefits Provided: PERSI, medical, dental and vision insurance. Life insurance, VEBA

Other Benefits: Pocatello Community Recreation Center membership (Wellness Program)

Is the city considering increasing elected officials' pay this year? Will not be determined until the budget process.
## Salary Survey

### City of Ponderay

| Population: | 1,191 |
| Mayor's pay per month: | $900.00 |
| Councilors' pay per month: | $375.00 |

**Benefits Provided:** PERSI, medical insurance, dental insurance, vision insurance, life insurance

**Other Benefits:** 0

**Is the city considering increasing elected officials' pay this year?** No
Salary Survey
City of Potlatch

Population: 823

Mayor's pay per month: $350.00

Councilors' pay per month: $200.00

Benefits Provided: PERSI

Other Benefits: N/A

Is the city considering increasing elected officials' pay this year? Yes
Salary Survey
City of Preston

Population: 5,574

Mayor's pay per month: $1,300.00

Councilors' pay per month: $800.00

Benefits Provided: PERSI, medical, dental, vision & life insurance

Other Benefits: n/a

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Priest River

Population: 1,825

Mayor's pay per month: $800.00

Councilors' pay per month: $400.00

Benefits Provided: PERSI

Other Benefits: N/A

Is the city considering increasing elected officials' pay this year? No, it has not been mentioned.
<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>8,685</td>
</tr>
<tr>
<td>Mayor's pay per month</td>
<td>$1,550.00</td>
</tr>
<tr>
<td>Councilors' pay per month</td>
<td>$808.00</td>
</tr>
<tr>
<td>Benefits Provided</td>
<td>PERSI</td>
</tr>
<tr>
<td>Other Benefits</td>
<td></td>
</tr>
</tbody>
</table>

Is the city considering increasing elected officials' pay this year? NA
Salary Survey
City of Reubens

Population: 66

Mayor's pay per month: $0.00

Councilors' pay per month: $0.00

Benefits Provided: NONE

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? No
# Salary Survey

## City of Rexburg

| Population: | 29,726 |
| Mayor's pay per month: | $6,366.66 |
| Councilors' pay per month: | $741.66 |

**Benefits Provided:** Medical Insurance, dental insurance, life insurance, PERSI, accident insurance

**Other Benefits:** no mileage stipend or cell phone-eliminated this last time wages changed. We do provide an ipad with data plan to review council packets and we do reimburse travel expenses outside 30 miles. We also allow them to have access to any recreation benefits

**Is the city considering increasing elected officials' pay this year?** undetermined, but just changed last time and if change, will likely be minimal at best
Salary Survey
City of Rigby

Population: 4,160

Mayor's pay per month: $1,000.00

Councilors' pay per month: $300.00

Benefits Provided: NONE

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? NO
## Salary Survey
### City of Riggins

<table>
<thead>
<tr>
<th>Population:</th>
<th>400</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's pay per month:</td>
<td>$400.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

**Benefits Provided:**

- PERSI

**Other Benefits:**

**Is the city considering increasing elected officials' pay this year?**

- NO
Salary Survey
City of Roberts

Population: 587

Mayor's pay per month: $200.00
Councilors' pay per month: $100.00

Benefits Provided: PERSI only

Other Benefits:

Is the city considering increasing elected officials' pay this year?
## Salary Survey
### City of Sandpoint

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population:</td>
<td>8,298</td>
</tr>
<tr>
<td>Mayor's pay per month:</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$400.00</td>
</tr>
<tr>
<td>Benefits Provided:</td>
<td>PERSI, medical insurance, dental insurance, vision insurance, life insurance</td>
</tr>
<tr>
<td>Other Benefits:</td>
<td>cell phone plus service fee, travel budget for city functions</td>
</tr>
</tbody>
</table>

**Is the city considering increasing elected officials' pay this year?**

This will be discussed during the annual budget process.
## Salary Survey
### City of Smelterville

<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population:</td>
<td>594</td>
</tr>
<tr>
<td>Mayor's pay per month:</td>
<td>$150.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$75.00</td>
</tr>
<tr>
<td>Benefits Provided:</td>
<td>PERSI</td>
</tr>
<tr>
<td>Other Benefits:</td>
<td>NONE</td>
</tr>
</tbody>
</table>

Is the city considering increasing elected officials' pay this year? No
# Salary Survey

## City of Soda Springs

<table>
<thead>
<tr>
<th>Population:</th>
<th>3,070</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's pay per month:</td>
<td>$950.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$640.00</td>
</tr>
</tbody>
</table>

**Benefits Provided:** PERSI, medical, dental, vision, life, HSA

**Other Benefits:** cover any and all travel, food & lodging for trainings & meetings out of town

*Is the city considering increasing elected officials' pay this year?*  No
<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>2,321</td>
</tr>
<tr>
<td>Mayor's pay per month</td>
<td>$500.00</td>
</tr>
<tr>
<td>Councilors' pay per month</td>
<td>$50.00</td>
</tr>
<tr>
<td>Benefits Provided</td>
<td>PERSI</td>
</tr>
<tr>
<td>Other Benefits</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Is the city considering increasing elected officials' pay this year?  No
Salary Survey
City of St. Charles

Population: 141

Mayor's pay per month: $300.00

Councilors' pay per month: $100.00

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? no
Salary Survey
City of Stites

Population: 228

Mayor's pay per month: $60.00

Councilors' pay per month: $50.00

Benefits Provided: NONE

Other Benefits: $10.00 per special meeting

Is the city considering increasing elected officials' pay this year? Not at this time
Population: 1,427

Mayor's pay per month: $1,200.00

Councilors' pay per month: $200.00

Benefits Provided: PERSI, supplemental insurance like Aflac, dental, and vision

Other Benefits: AIC training mileage, hotel, and registration

Is the city considering increasing elected officials' pay this year? No
**Salary Survey**

**City of Sun Valley**

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>1,464</td>
</tr>
<tr>
<td>Mayor's pay per month</td>
<td>$1,750.00</td>
</tr>
<tr>
<td>Councilors' pay per month</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Benefits Provided</td>
<td>PERSI, dental, health, vision, life insurance</td>
</tr>
<tr>
<td>Other Benefits</td>
<td></td>
</tr>
</tbody>
</table>

**Is the city considering increasing elected officials' pay this year?**

No
## Salary Survey
### City of Tensed

<table>
<thead>
<tr>
<th>Population:</th>
<th>123</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's pay per month:</td>
<td>$10.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$10.00</td>
</tr>
</tbody>
</table>

**Benefits Provided:**

| Other Benefits: | $25.00 toward mayor cell phone |

**Is the city considering increasing elected officials' pay this year?** no
Salary Survey
City of Teton

Population: 728

Mayor's pay per month: $75.00

Councilors' pay per month: $25.00

Benefits Provided: NONE

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? Yes
Salary Survey
City of Tetonia

Population: 292

Mayor's pay per month:

Councilors' pay per month: $55.00

Benefits Provided: PERSI

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year? no
<table>
<thead>
<tr>
<th>Item</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>50,116</td>
</tr>
<tr>
<td>Mayor's pay per month</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Councilors' pay per month</td>
<td>$750.00</td>
</tr>
<tr>
<td>Benefits Provided</td>
<td>100% vested in PERSI after the end of their term.</td>
</tr>
<tr>
<td>Other Benefits</td>
<td>Provided a cell phone and a $410 monthly stipend</td>
</tr>
</tbody>
</table>

Is the city considering increasing elected officials' pay this year?  Yes
Salary Survey
City of Ucon

Population: 1,146

Mayor's pay per month: $300.00

Councilors' pay per month: $150.00

Benefits Provided: PERSI

Other Benefits:

Is the city considering increasing elected officials' pay this year? Yes
Salary Survey
City of Victor

Population: 2,217

Mayor's pay per month: $1,000.00

Councilors' pay per month: $250.00

Benefits Provided: medical insurance only

Other Benefits: Mayor gets a cell phone stipend monthly

Is the city considering increasing elected officials' pay this year? not sure at this time
## Salary Survey
### City of Wallace

<table>
<thead>
<tr>
<th>Population:</th>
<th>755</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's pay per month:</td>
<td>$300.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

**Benefits Provided:**

**Other Benefits:**

Is the city considering increasing elected officials' pay this year?  No
Salary Survey
City of Wardner

Population: 175

Mayor's pay per month:

Councilors' pay per month:

Benefits Provided: NONE

Other Benefits: NONE

Is the city considering increasing elected officials' pay this year?
Salary Survey
City of Weippe

Population: 429

Mayor's pay per month: $0.00

Councilors' pay per month: $0.00

Benefits Provided: NONE

Other Benefits: mileage

Is the city considering increasing elected officials' pay this year? no
Population: 5,605

Mayor's pay per month: $645.00

Councilors' pay per month: $400.00

Benefits Provided: PERSI, Medical, Dental, and Vision

Other Benefits: No

Is the city considering increasing elected officials' pay this year? No
Salary Survey
City of Weston

Population: 485

Mayor's pay per month: $300.00

Councilors' pay per month: $225.00

Benefits Provided: PERSI

Other Benefits: $25 per meeting for any extra meetings held (besides regular monthly meeting)

Is the city considering increasing elected officials' pay this year? Not sure
Salary Survey
City of White Bird

Population: 91

Mayor's pay per month:

Councilors' pay per month: $25.00

Benefits Provided: N/A

Other Benefits: N/A

Is the city considering increasing elected officials' pay this year? No
## Salary Survey
### City of Wilder

<table>
<thead>
<tr>
<th>Population:</th>
<th>1,781</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's pay per month:</td>
<td>$250.00</td>
</tr>
<tr>
<td>Councilors' pay per month:</td>
<td>$150.00 Council President and $125.00 Councilors</td>
</tr>
<tr>
<td>Benefits Provided:</td>
<td>PERSI if eligible</td>
</tr>
<tr>
<td>Other Benefits:</td>
<td>NONE</td>
</tr>
</tbody>
</table>

**Is the city considering increasing elected officials' pay this year?** Yes
Population: 363

Mayor's pay per month: $10.00

Councilors' pay per month: $5.00

Benefits Provided: PERSI

Other Benefits: n/a

Is the city considering increasing elected officials' pay this year?
ORDINANCE NO. ______________

AN ORDINANCE OF THE CITY OF NAMPA, IDAHO, AMENDING ORDINANCE NO. 4393, THE APPROPRIATIONS ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, APPROPRIATING ADDITIONAL MONIES FROM AVAILABLE FUND BALANCES THAT HAVE ACCRUED AS OF THE CLOSE OF THE PRIOR FISCAL YEAR ENDED SEPTEMBER 30, 2018, DEVELOPMENTAL IMPACT FEES THAT ARE TO BE RECEIVED BY THE CITY OF NAMPA, IDAHO IN THE SUM OF $600,000, AND THE RECOGNITION OF $963,546 OF LEASE PROCEEDS RECEIVED FOR THE APPROVED LEASE – PURCHASE OF TWO FIRE TRUCKS, AND, PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO:

Section 1: That Ordinance No. 4393, the appropriations ordinance for the City of Nampa, Idaho, for the fiscal year commencing October 1, 2018, be, and the same is hereby amended as follows: That the additional amount of $4,224,883 be appropriated from the available resources of the General Fund including: $963,546 from lease proceeds available from the Lease – Purchase of two fire trucks; $3,261,337 from the available fund balance of the General Fund and from transfers from other funds to be used for authorized activities including, but not limited to, the purchase, renovation, and operations of the First Interstate Bank Building, and other necessary operations of the City. Further, an additional $5,984,0263 be appropriated from the available funds balance of the various Special Revenue Fund and Enterprise Funds and $600,000 of increased Fee Revenue accruing to the Developmental Impact Fee Fund be appropriated to fund capital improvements in the affected Funds to ensure the necessary and proper operations of the City through September 30, 2019.

<table>
<thead>
<tr>
<th>GENERAL FUND</th>
<th>ENTERPRISE &amp; SPECIAL REVENUE FUNDS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>City Clerk</td>
<td>$340,430</td>
<td>911 Fees</td>
</tr>
<tr>
<td>Code Enforcement</td>
<td>$520,684</td>
<td>Airport</td>
</tr>
<tr>
<td>Economic Development</td>
<td>$408,512</td>
<td>Cemetery</td>
</tr>
<tr>
<td>Engineering</td>
<td>$2,717,055</td>
<td>Civic Center</td>
</tr>
<tr>
<td>Facilities Development</td>
<td>$4,983,602</td>
<td>Development Services</td>
</tr>
<tr>
<td>Finance</td>
<td>$1,064,871</td>
<td>Family Justice Center</td>
</tr>
<tr>
<td>Fire</td>
<td>$15,178,288</td>
<td>Idaho Center</td>
</tr>
<tr>
<td>General Government</td>
<td>$2,937,793</td>
<td>Library</td>
</tr>
<tr>
<td>Human Resource</td>
<td>$518,791</td>
<td>Nampa Recreation Center</td>
</tr>
<tr>
<td>Information Technology</td>
<td>$1,559,760</td>
<td>Parks &amp; Recreation</td>
</tr>
<tr>
<td>Legal</td>
<td>$1,152,640</td>
<td>Golf</td>
</tr>
<tr>
<td>Mayor/City Council</td>
<td>$589,859</td>
<td>Sanitation Collection</td>
</tr>
<tr>
<td>Planning &amp; Zoning</td>
<td>$690,010</td>
<td>Street</td>
</tr>
<tr>
<td>Police</td>
<td>$25,549,779</td>
<td>Utility Billing</td>
</tr>
<tr>
<td>Public Works Admin</td>
<td>$522,311</td>
<td>Wastewater</td>
</tr>
<tr>
<td>Fleet Management</td>
<td>$1,326,508</td>
<td>Water</td>
</tr>
<tr>
<td>SUBTOTAL</td>
<td><strong>$60,060,893</strong></td>
<td><strong>SUBTOTAL</strong></td>
</tr>
<tr>
<td>GRANT FUNDS</td>
<td>$11,352,413</td>
<td></td>
</tr>
<tr>
<td>--------------</td>
<td>------------</td>
<td></td>
</tr>
<tr>
<td>CAPITAL PROJECTS &amp; DEBT SERVICE FUNDS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Projects</td>
<td>$1,569,339</td>
<td></td>
</tr>
<tr>
<td>Development Impact Fees</td>
<td>$3,758,102</td>
<td></td>
</tr>
<tr>
<td>GO Bond Debt Service</td>
<td>2,928,063</td>
<td></td>
</tr>
<tr>
<td>SUBTOTAL</td>
<td>$8,255,504</td>
<td></td>
</tr>
</tbody>
</table>

**GRAND TOTAL**

$182,888,563

**Section 2:** All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

**Section 3:** This ordinance shall take effect and be in full force upon its passage, approval and publication in one issue of *Idaho Press Tribune*, a newspaper of general circulation in the Treasure Valley and the official newspaper of said City.

**PASSED** under suspension of rules upon which a roll call vote was taken and duly enacted an Ordinance of the City of Nampa, Canyon County, Idaho at a convened meeting of the City of Nampa City Council held on the 17th day of June, 2019.

Approved:

By: ________________________________
Mayor

Attest:

By: ________________________________
City Clerk
May 31st, 2019

TO: City Council  
Deborah Kling, Mayor

FROM: Douglas Racine, Director of Finance

REFERENCE: Fiscal Year 2019 Budget Amendment 1, Resolution 27

The proposed budget amendment is funded primarily using unassigned fund balances in the General Fund and by restricted fund balances in other funds that are available to be applied to this budget amendment. These balances have accumulated as of the close of fiscal 2018.

The total unassigned fund balance in the General Fund amounted to $13,211,894 at the close of fiscal 2018. This amendment calls for $3,231,337 to be used for funding, leaving $9,980,557 remaining in General Fund’s unassigned fund balance.

The total General Fund request is comprised of $3,261,337 from existing fund balances and $963,546 from lease proceeds related to the acquisition of two fire trucks in fiscal 2019, and is detailed below:

<table>
<thead>
<tr>
<th>Department/ Division</th>
<th>Budget Request</th>
<th>Proposed Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities Development</td>
<td>Fund Balance - Purchase of First Interstate Bank Building</td>
<td>$2,533,822</td>
</tr>
<tr>
<td>Facilities Development</td>
<td>Fund Balance - Utility Costs for the remainder of Fiscal Year 2018-2019</td>
<td>49,524</td>
</tr>
<tr>
<td>Facilities Development</td>
<td>Fund Balance - Capital Improvements to First Interstate Bank Building HVAC/Roof</td>
<td>477,746</td>
</tr>
<tr>
<td>Facilities Development</td>
<td>HNPSB facility repairs due to flooding</td>
<td>125,375</td>
</tr>
<tr>
<td>City Council</td>
<td>Rollover - Appropriates Funds for Travel and Training</td>
<td>5,870</td>
</tr>
<tr>
<td>Planning and Zoning</td>
<td>Rollover - Funds Legal Fees</td>
<td>30,000</td>
</tr>
<tr>
<td>Finance</td>
<td>Fund Balance - Appropriates additional funds for the annual audit</td>
<td>39,000</td>
</tr>
<tr>
<td>Nampa Fire Dept.</td>
<td>Lease Purchase of two Fire Trucks</td>
<td>963,546</td>
</tr>
<tr>
<td><strong>General Fund Total</strong></td>
<td></td>
<td><strong>$4,224,883</strong></td>
</tr>
</tbody>
</table>

The proposed Street Fund budget requests, inclusive of Stormwater, amount to $1,136,178. These requests are funded in total using the available restricted unassigned fund balance in the Street Fund. Equipment purchases comprise $80,000 of the total. Various intersection improvements account for $82,832 and $574,114 is earmarked for infrastructure replacement. In the non-capital expenditure category $120,299
will be spent on a Transportation Masterplan for future projects and $58,843 will be expended on paving management. In the Stormwater Management Program, $140,090 will be spent on the installation of new catch basins, manholes, ponds, and stormwater mainline improvements.

The Street Fund finished FY 2018 with a restricted, but unassigned fund balance of $8,235,995. The FY 2019 Budget used $904,564 of the ending unassigned balance to help fund the Budget. This proposal will draw upon an additional $1.1M, leaving an available balance of $6,195,253.

<table>
<thead>
<tr>
<th>Department/ Division</th>
<th>Budget Request</th>
<th>Proposed Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>STREET FUND</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fund Balance - Purchase of a snowplow and sander</td>
<td></td>
<td>$30,000</td>
</tr>
<tr>
<td>Fund Balance - Purchase of water tank for the water truck chassis</td>
<td></td>
<td>50,000</td>
</tr>
<tr>
<td>Fund Balance - Intersection Improvement – Round About at Ustick</td>
<td></td>
<td>47,505</td>
</tr>
<tr>
<td>Fund Balance - Intersection Improvement – Traffic Signal at 39th and Comstock</td>
<td></td>
<td>27,801</td>
</tr>
<tr>
<td>Fund Balance - Intersection Improvement – SH45 ped crossing on 12th</td>
<td></td>
<td>7,526</td>
</tr>
<tr>
<td>Fund Balance - Building Improvement – Restroom renovation</td>
<td></td>
<td>80,000</td>
</tr>
<tr>
<td>Fund Balance - Infrastructure – 2nd &amp; 3rd Street rebuild including pavement, new sidewalk, new gutter, new irrigation and water lines</td>
<td></td>
<td>574,114</td>
</tr>
<tr>
<td>Fund Balance - Infrastructure - annual project to install new catch basins, ponds, stormwater mainline, etc.</td>
<td></td>
<td>140,090</td>
</tr>
<tr>
<td>Fund Balance - Study – Transportation needs Masterplan</td>
<td></td>
<td>120,299</td>
</tr>
<tr>
<td>Fund Balance - Paving – Greenhurst Road</td>
<td></td>
<td>58,843</td>
</tr>
<tr>
<td><strong>Street Fund/Stormwater Total</strong></td>
<td></td>
<td><strong>$1,136,178</strong></td>
</tr>
</tbody>
</table>

The City of Nampa has eleven Special Revenue Funds which are used to account for the proceeds of specific revenue sources that are restricted or committed to expenditures for a specified purpose. The budget amendment proposes to use fund balances to increase the level of expenditure in three of the funds including the Recreation Center Fund, 911 Fee Fund, and the Grants and Contracts Fund.

The Recreation Center Fund accounts for the operations of the Nampa “Rec. Center”; it is supported by charging primarily by membership fees and facility rentals. At the close of Fiscal Year 2018, the Center’s available fund balance amounted to $3,504,295. The FY 2019 Budget earmarked $23,600 to be used. The budget amendment proposes to expend an additional $688,000 of the fund balance for capital purposes. The remaining fund balance will amount to $2,783,529.

Financing for the 911 Fee Fund comes from a surcharge levied on telecommunications service providers that collect the 911 fees from their customers on behalf of the City. The funds are used to pay for the cost operating, maintaining, and upgrading the City’s emergency 911 network. The available balance in the Fund at the close of Fiscal Year 2018 was $571,613, of which, $110,594 was committed to the FY 2019 Budget to continue system operations. The Nampa Police Department proposes to use an additional
$253,000 to upgrade or replace existing software and hardware necessary to maintain uninterrupted Network services. Approval of the request would leave $208,019 remaining in the Fund for future use.

The operation of the City’s Parks and Recreation Program is comprised of several funds and a diverse revenue stream including fees for service, support from property tax revenues, grants, donations, and other miscellaneous revenues. The spending increase proposed in the budget amendment is made possible using the remaining balance in the Grants/Donations Fund accrued to Parks and Recreation and from the transfer of $100,000 from the available fund balance of the Capital Projects Fund. The $139,000 will be used for installing irrigation and seeding the Orah Brandt Park and for improvements at the Amity Dog Park.

<table>
<thead>
<tr>
<th>Department/ Division</th>
<th>Budget Request</th>
<th>Proposed Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPECIAL REVENUE FUNDS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RECREATION CENTER</td>
<td>Buildings – Boiler replacement</td>
<td>$63,000</td>
</tr>
<tr>
<td></td>
<td>Buildings – Restroom renovation</td>
<td>36,000</td>
</tr>
<tr>
<td></td>
<td>Buildings – Entrance Construction</td>
<td>113,000</td>
</tr>
<tr>
<td>RECREATION CENTER FUND</td>
<td>Equipment – Provides funding for weight room, cardio equipment, etc</td>
<td>476,000</td>
</tr>
<tr>
<td></td>
<td>Recreation Center Fund Total</td>
<td>$688,000</td>
</tr>
<tr>
<td>911 FEE FUND</td>
<td>Capital Acquisition or Upgrade to 911 Emergency Communications System</td>
<td>253,000</td>
</tr>
<tr>
<td>GRANTS AND CONTRACTS</td>
<td>Capital Improvements – This request funds various land improvements including irrigation and seeding the Orah Brandt Park</td>
<td>139,000</td>
</tr>
<tr>
<td></td>
<td>Special Revenue Fund Total</td>
<td>$1,080,000</td>
</tr>
</tbody>
</table>

Capital Projects consists of two Funds; The Developmental Impact Fee Fund (DIF) and Capital Projects Fund (CPF). The Developmental Impact Fee Fund is authorized by State Statute in Chapter 87, Title 82. The purpose is to provide resources for necessary capital investments for the expansion of recreational, transportation, public works, and public safety services due to residential and commercial development within the City’s Impact Area. The funds must be used for capital investment only as State Law prohibits the use of these funds for planning or operations and maintenance activities. The Capital Projects Fund accounts for financial resources restricted, committed, or assigned for capital projects in the City’s Governmental Funds. These resources may be used for the acquisition or construction of capital assets.

The restricted balance in the DIF amounted to $4,194,351 at the close of Fiscal Year 2018. $1,527,440 was made available at the commencement of Fiscal 2019 to fund planned projects. This budget amendment proposes to expend an additional $672,000 to be funded by the use of $72,000 of the remaining balance in the fund, and, an increased forecast in the collection of fees during the remainder of Fiscal 2019. Sans consideration of any increase in fee revenue, the remaining balance in the DIF available for future use is $2,594,911.

The Capital Projects Funds closed the prior fiscal year with a balance of $1,739,653. At the start of Fiscal Year 2019, $599,230 was earmarked to continue funding capital investments. $100,000 is requested in the budget amendment to be transferred to the Grants and Contracts Fund to continue the capital improvement initiatives at the Orah Brandt Park as well as accumulate the record of expenditure in one fund.
Currently, the City operates four Enterprise Funds. Three of the Funds are public utilities for Water inclusive of Irrigation, Sewer, and Sanitation. The fourth Fund accounts for the collection and expenditure of fees related to residential and commercial property development such as building permits, inspections, and plan reviews.

The Water Fund derives its revenues from furnishing potable water to its customers, water meter connection fee, and waterline installation fees. Money is expended for operations and maintenance of the system, capital improvements, and expansion/replacement of the System’s infrastructure. The Water Fund closed Fiscal Year 2018 with an available fund balance of $11,119,297. $1,168,663 was committed toward the Fiscal Year 2019 Budget. The amendment proposes to use an additional $773,685 for improvements to the system’s infrastructure and for the purchase of needed equipment. If the proposals are approved, approximately $9.2 million will remain in available fund balance.

Sewer Fund revenues accrue from handling wastewater for 24,000 residential customers, 3,200 commercial customers and 10 industrial customers. These service fee collections along with collections along hookup fees pay for then cost of operations, maintenance and required capital investment. The Fund closed the prior fiscal year with an available fund balance of $18,089,387. The Fiscal 2019 Budget estimated included $13,977,690 of ending fund balance to applied toward current year operations. An additional $2,866,661 is proposed to be used from fund balance to pay for additional capital investment in the Sewer Fund. This will leave approximately $1.3 million available in the fund balance.

<table>
<thead>
<tr>
<th>Department/ Division</th>
<th>Budget Request</th>
<th>Proposed Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAPITAL PROJECTS FUNDS</td>
<td>Fund Balance - Intersection Improvement - Midland &amp; Lake Lowell, the request funds design and right of Way purchases in advance of FY2020 construction</td>
<td>$100,000</td>
</tr>
<tr>
<td>Developmental Impact Fee Fund</td>
<td>Fund Balance - Intersection Improvement – Middleton &amp; Smith installation of traffic signals</td>
<td>72,000</td>
</tr>
<tr>
<td></td>
<td>Fund Balance - Grant Funding Match – SHWY 16 IDOT improvements</td>
<td>250,000</td>
</tr>
<tr>
<td></td>
<td>Fund Balance - MOU – Project Bronco</td>
<td>250,000</td>
</tr>
<tr>
<td></td>
<td>Developmental Impact Fee Fund Total</td>
<td>$672,000</td>
</tr>
<tr>
<td>Capital Projects Fund</td>
<td>Rollover - Transfers Funds – Makes Funds available via transfer to the Grants &amp; Contracts Fund to continue improvements at Orah Brandt Park</td>
<td>100,000</td>
</tr>
<tr>
<td></td>
<td>Capital Projects Funds’ Total</td>
<td>$772,000</td>
</tr>
<tr>
<td>Department/ Division</td>
<td>Budget Request</td>
<td>Proposed Cost</td>
</tr>
<tr>
<td>----------------------</td>
<td>---------------------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>ENTERPRISE FUNDS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Fund</td>
<td>Infrastructure – Well 5 Replacement</td>
<td>$133,506</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Well 16 waste line</td>
<td>143,519</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Irrigation main line construction</td>
<td>13,539</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Irrigation pump at Locust Lane</td>
<td>257,508</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Aerial Irrigation line replacement</td>
<td>45,613</td>
</tr>
<tr>
<td></td>
<td>Equipment – Dump truck</td>
<td>180,000</td>
</tr>
<tr>
<td></td>
<td><strong>Water Fund Total</strong></td>
<td><strong>$773,685</strong></td>
</tr>
<tr>
<td>Sewer Fund</td>
<td>Wastewater Information Management System (WIMS)</td>
<td>$2,040</td>
</tr>
<tr>
<td></td>
<td>Buildings – Completion of Solids Handling Building &amp; Equipment</td>
<td>551,774</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Anerobic Methane Digester</td>
<td>774,785</td>
</tr>
<tr>
<td></td>
<td>Improvements – Lift Station Upgrades</td>
<td>529,846</td>
</tr>
<tr>
<td></td>
<td>Equipment – Pumps</td>
<td>5,661</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – Underground pipe replacement</td>
<td>828,292</td>
</tr>
<tr>
<td></td>
<td>Infrastructure – design of new trunkline</td>
<td>170,264</td>
</tr>
<tr>
<td></td>
<td>Equipment repair</td>
<td>4,000</td>
</tr>
<tr>
<td></td>
<td><strong>Sewer Fund Total</strong></td>
<td><strong>$2,866,661</strong></td>
</tr>
<tr>
<td></td>
<td>ENTERPRISE FUNDS’ TOTAL</td>
<td><strong>$3,640,346</strong></td>
</tr>
</tbody>
</table>
PLANNING & ZONING DEPARTMENT

Before the Mayor & City Council
Meeting of 17 JUNE 2019

PUBLIC HEARING ITEM
STAFF REPORT

Applicant(s)/Engineer(s): Susan Schindler as Applicant / Mason & Associates as Engineers/ Surveyors

File(s): ZMA-00105-2019;

Analyst: Rodney Ashby, Principal Planner

Date: June 10, 2019

Requested Action Approval(s) and Location(s):

Zoning Map Amendment
Zoning Map Amendment from RA (Suburban Residential) to RS6 (Single Family Residential – 6,000 sf) for .7 acres or 30,368 sf at 714 Smith Ave.;
(Decision Required: Decision)

Status of Applicant: Owner

Existing Zoning: RA (Suburban Residential)

Proposed Zoning: RS6 (Single Family Residential – 6,000 sf)

Location: 714 Smith Ave.

Existing Land Use: A single family home with detached garage on the southern end of the property.

Proposed Land Use: Subdivision for two single family detached and one duplex
General Information

Planning & Zoning History:

Annexation and zoning to RA zoning followed the 1971 zoning ordinance. In August of 2002, the property was split from lot 24 of Westview Subdivision. On May 10, 2019, the Nampa Planning & Zoning Commission granted a Conditional Use Permit to allow the owner to build a new single story duplex on the northern-most lot (lot #3 of 3) of the project. The Planning & Zoning Commission also approved the Conditional Use Permit for a one year permit time frame to allow for securing financing, selecting builder/general contractor and completing infrastructure such as utilities and paving of the shared driveway.

The Planning & Zoning Commission approved the Smith Ave Hideaway short-plat (SPS-00019-2019) which is on the Council’s agenda as a business item for final plat approval.

Finally, the commission recommended approval of the Zoning Map Amendment from RA (Suburban Residential) to RS6 (Single Family Residential – 6,000 sf) for .7 acres or 30,368 sf at 714 Smith Ave. They made their approval conditional upon the applicant providing a cross access agreement specifically naming each parcel before the City Council public hearing. The agreement shall either include maintenance of the common drive and utilities shared by all property owners, or shall note that when a property is sold separately from the others, a maintenance agreement shall be procured at that time.

Proposed Land Uses: Two single family homes and a duplex.

Surrounding Land Use and Zoning:
North- Single Family home on an RA (suburban residential) lot
South- Single Family Homes (RS6 zoning)
East- Single Family Homes (RS6 zoning)
West- Single Family Homes (RS6 zoning)

Comprehensive Plan Designation: Medium Density Residential

Public Utilities/Services:
Water and sewer services are available from Smith Ave and irrigation is already stubbed into the southern end of the property. All other City service providers serve this area.

Transportation:
The property has an access on the east side of the property connecting to Smith Ave. The back properties will be access by way of a 20’ wide private common driveway, running along the east side of the property (as shown on the Proposed Building Exhibit).

Applicable Regulations:

Zoning Map Amendment
Rezones must be reasonably necessary, in the interest of the public, further promote the purposes of zoning, and agree with the adopted future land use plan for the neighborhood. Section 10-3-2 Schedule of District Land Use Controls permits single family dwellings and requires a conditional use permit (CUP) for two-family (duplex) dwellings in residential zones (already obtained by the applicant)
Correspondence:
Any correspondence from agencies or the citizens is attached to this document.

---

STAFF FINDINGS & DISCUSSION

Zoning Map Amendment
From a land use standpoint, the location is shown on the comprehensive plan “future land use map” as being compatible with the zoning that has been requested and consistent with abutting zoning designations. Staff finds this zoning amendment to be in compliance with city code and state regulations.

SUGGESTED CONDITIONS OF APPROVAL

Should the City Council approve of rezoning from RA to RS6 for the Smith Avenue Hideaway Subdivision, then Staff suggests the following as (a) Condition(s) of Approval(s):

1. Generally, the Applicant/Development shall:
   
   a. Comply with all City department/division or outside agency requirements pertinent to this matter.

---

ATTACHMENTS

- Copy of Vicinity/zoning maps, application, plat pages, agency/department & citizen correspondence, etc.
  (pages/Exhibits 54+)
May 17, 2019

Susan Schindler
714 Smith Ave
Nampa, ID 83651

Re: Zoning Map Amendment from RA (Suburban Residential) to RS6 (ZMA-00015-2019); Subdivision Short Plat recommendation for Smith Avenue Hideaway (2 single family detached lots and one duplex lot on .7 acres for 5.71 dwelling units per gross acre (SPS-00019-2019); and Conditional Use Permit for a Duplex Dwelling at 714 Smith Avenue proposed Lot 3, Block 1 of the Smith Ave Hideaway Subdivision (CUP-00133-2019).

Dear Ms. Schindler:

The Nampa Planning & Zoning Commission, during their regularly scheduled public hearing of 5/14/2019, voted to approve the above referenced Conditional Use Permit request and recommend to City Council approval of the above referenced Short Plat and Rezone. The Planning & Zoning Commission made their decision contingent upon Applicant/Development compliance with the following condition(s):

Generally:
1. Developer(s) shall comply with all applicable requirements [including obtaining proper permits – like a Building Permit, etc.] as may be imposed by City agencies appropriately involved in the review of this request (e.g., Nampa Fire, Building, Planning and Zoning and Engineering Departments/Divisions) as the entitlement(s) granted by virtue of the City's approvals of the requested annexation and zoning assignment do not, and shall not have, the effect of abrogating requirements from those departments/agencies in connection with entitlement of the Property; and,

Specifically:
1. Remove the Patmore Ash (Fraxinus Pennsylvania ‘Patmore’) from the landscape plans and select an approved species.
2. Provide a cross access agreement specifically naming each parcel before the City Council public hearing. The agreement shall either include maintenance of the common drive and utilities shared by all property owners, or shall note that when a
property is sold separately from the others, a maintenance agreement shall be procured at that time.

3. Comply with all conditions state by the City of Nampa Engineering Division letter dated April 19, 2019, and attached.

As soon as these conditions are met and submitted to the Planning Department, staff will schedule approval of the final plat by City Council. Please come prepared to present the zoning amendment project to the Nampa City Council for their consideration of approval on 6/17/2019. Public hearings will begin at 7:00 p.m. in the Nampa City Hall Council Chambers at 411 E 3rd St South, Nampa, ID 83651.

If you should have any questions concerning this matter, please contact me during normal business hours Monday through Friday at (208)468-5457.

Sincerely,

Rodney Ashby, AICP
Principal Planner
City of Nampa Planning & Zoning Department
ashbryr@cityofnampa.us
DATE: April 19, 2019
TO: Planning and Zoning Commission
FROM: Nicole Fletcher
SUBJECT: Smith Avenue Hideaway Subdivision, Short Plat and Construction Drawings

The Engineering Division has reviewed the short plat and construction drawings for Smith Avenue Hideaway Subdivision and recommends approval with the following comments.

Utility capacity has been verified and the engineering division confirms approval of the 1% sewer service grade, given the cleanouts proposed for installation.

- Storm Drainage
  - Please provide drainage calculations for side swale
  - Will the lots be graded for front or rear draining? If front draining, be sure to include lot areas in drainage calculations

- Preliminary Plat
  - Revise to include the 1ft easement north of access drive and anything else that was added to plans post preliminary plat submittal; that would have been included on preliminary plat
  - Provide the distances from the eastern and northern property lines to the access drive
  - Add easement lines to plat to clearly differentiate the easement space that is going to be designated ingress/egress and the easement space that isn’t
  - Add curve information for access drive
  - Clarify/add missing dimensions to access drive
  - Include railroad tie retaining wall on plans

- A structural engineer shall be retained to inspect the integrity of the existing retaining wall along the easterly property line. Upon a site visit, parts of the retaining wall appear to be compromised and failing. The structural engineer will need to provide the following prior to approval of construction drawings:
  - Analysis of the wall structural integrity and recommendations to improve/maintain integrity during and post construction; and,
• Analysis of the proposed drainage swale impact on the wall integrity and recommendations to mitigate if necessary.

• Construction Drawings
  o Sheet 2
    - Add easement lines to plat to clearly differentiate the easement space that is going to be designated ingress/egress and the easement space that isn’t
  o Sheet 3
    - Remove drawing of cleanout, callout standard drawing instead
    - Irrigation note 1: City of Nampa still uses the 2012 edition of the ISPWC, please modify note
    - Irrigation note 3: irrigation pipe should always maintain a minimum of 3.5ft of depth under finished ground, modify note to reflect this
    - What is the width of the sand window, to be installed in the swale?
  o Sheet 4
    - Provide the standard drawing associated with the new drive approach, as it will need to be improved to comply with ADA standards
    - Include note to maintain and protect existing storm drain system
    - Verify slope of sewer services
    - Add finished grade contours, top of foundation wall grades and anticipated home/pad locations
    - Show sand windows
    - Include top of swale wall elevations and sand window elevation
    - Provide detail for valley gutter or callout standard drawing
    - Add note to coordinate with property owner for irrigation service installation, restore fencing and landscape to property owner satisfaction
PUBLIC HEARING ITEM NO. 1
STAFF REPORT

Applicant(s)/Engineer(s): Susan Schindler as Applicant / Mason & Associates as Engineers/ Surveyors

File(s): ZMA-00015-2019; SPS-00019-2019; CUP-00133-17

Analyst: Rodney Ashby, Principal Planner

Date: May 3, 2019

Requested Action Approval(s) and Location(s):

Zoning Map Amendment
Zoning Map Amendment from RA (Suburban Residential) to RS6 (Single Family Residential – 6,000 sf) for .7 acres or 30,368 sf at 714 Smith Ave.;
(Decision Required: Recommendation)

Subdivision Short Plat
Subdivision Short Plat recommendation for Smith Avenue Hideaway (2 single family detached lots and one duplex lot on .7 acres for 5.71 dwelling units per gross acre (A parcel of land being a portion of Lot 24 of Westview Subdivision, according to the plat filed in Book 4 at Page 31 recorded in the office of the Canyon County Recorder’s in the SE 1/4 SW 1/4 NW 1/4 of Section 21, T3N, R2W, BM):
(Decision Required: Recommendation)

Conditional Use Permit
Conditional Use Permit for a Duplex Dwelling at 714 Smith Avenue (An 80' x 120' or 9,525 sf portion of the NW 1/4 of Section 21, T3N, R2W, BM, and proposed Lot 3, Block 1, Smith Ave. Hideaway)
(Decision Required: Decision)

(hereinafter the “Development”; alternatively, “Smith Avenue Hideaway” or the “Project”)...
Status of Applicant: Owner

Existing Zoning: RA (Suburban Residential)

Proposed Zoning: RS6 (Single Family Residential – 6,000 sf)

Location: 714 Smith Ave.

Existing Land Use: A single family home with detached garage on the southern end of the property.

Proposed Land Use: Subdivision for two single family detached and one duplex

General Information

Planning & Zoning History: Annexation and zoning to RA zoning followed the 1971 zoning ordinance. In August of 2002, the property was split from lot 24 of Westview Subdivision. Applicant states they are seeking a Conditional Use Permit to allow the owner to build a new single story duplex on the northern-most lot (lot #3 of 3) of the project. Each unit will be approximately 1000-1200 square feet, 2 bedroom/2bathroom with 2 car garages. Exterior style will be in keeping with other houses in the neighborhood, similar to the elevation design submitted herein with the project plat for the single family residence (which will be on lot #2 of the project). Requesting a one year permit time frame to allow for securing financing, selecting builder/general contractor and completing infrastructure such as utilities and paving of the shared driveway.

Proposed Land Uses: Two single family homes and a duplex.

Surrounding Land Use and Zoning:
North- Single Family home on an RA (suburban residential) lot
South- Single Family Homes (RS6 zoning)
East- Single Family Homes (RS6 zoning)
West- Single Family Homes (RS6 zoning)

Comprehensive Plan Designation: Medium Density Residential

Public Utilities/Services:
Water and sewer services are available from Smith Ave and irrigation is already stubbed into the southern end of the property. All other City service providers serve this area.

Transportation:
The property has an access on the east side of the property connecting to Smith Ave. The back properties will be access by way of a 20' wide private common driveway, running along the east side of the property (as shown on the Proposed Building Exhibit).

Applicable Regulations:
Zoning Map Amendment
Rezones must be reasonably necessary, in the interest of the public, further promote the purposes of zoning, and agree with the adopted future land use plan for the neighborhood. Section 10-3-2 Schedule of District Land Use Controls permits single family dwellings and requires a conditional use permit (CUP) for two-family (duplex) dwellings in residential zones.

Subdivision Short Plat
Section 10-27-4F Short Plats, allows an abbreviated platting process for subdivisions of three to seven lots created from a single original property. "Drawings shall portray all features required to be shown on standard preliminary and final plat drawings; and Short plats will be processed as combination preliminary and final plats requiring a public hearing before the City's Planning and Zoning Commission and approval by the City Council."

As stated in the subdivision chapter of the Title 10, the Planning & Zoning Commission shall evaluate a proposed plat’s design based on city codes in making its determination. The plat must also meet the standards identified in the approved Subdivision Process and Policy Manual; and Standard Construction Specification Manual.

Conditional Use Permit
Section 10-25-4 of the Nampa City Code sets forth the conclusions of law for the granting of a CUP. The Commission's findings shall satisfy these conclusions. Additional conditions may also be placed on the approval as the Commission determines. The conclusions of law include compliance with Zoning Code, the Comprehensive Plan. In addition, the proposed location, size, and design of the use shall not adversely affect the livability or appropriate development of the abutting properties and the surrounding neighborhood; nor shall it be inconsistent with the appearance of the area; and finally, it must enhance the area in its basic community functions.

Correspondence:
Any correspondence from agencies or the citizens is attached to this document. Agency comments may express opinions regarding the plat application or be geared towards recommending Conditions of Approval for a development should it be approved.

STAFF FINDINGS & DISCUSSION

Zoning Map Amendment
From a land use standpoint, the location is shown on the comprehensive plan "future land use map" as being compatible with the zoning that has been requested and consistent with abutting zoning designations. Staff finds this zoning amendment to be in compliance with city code and state regulations.

Subdivision Short Plat
Staff finds that the proposed subdivision short plat for the Smith Avenue Hideaway Subdivision conforms, or substantially conforms within acceptable limits, with relevant RS6 zoning codes and City of Nampa subdivision standards appertaining to land division. This determination is conditioned on the applicant complying with the landscaping conditions stated in the attached May 2, 2019 letter authored by Doug Critchfield; providing a cross access agreement before approval by City Council; and being revised in limited form and fashion to meet requirements set forth by various responding agencies and City departments.
Accordingly, Staff recommends that the Development be approved, contingent on Applicant/Developer/Development compliance with various Conditions of Approval as iterated hereafter. . . .

Conditional Use Permit
The applicants request for a Conditional Use Permit in an RS6 zone is allowed per the City’s Zoning Code and is consistent with the Nampa Comprehensive Plan. The Commission may determine that this development qualifies as an infill development, which is encouraged by the Comprehensive Plan because of the many benefits in-fill development provides to the city. As such, the Commission will need to determine whether the proposed duplex development location, size, and design will adversely affect the livability or appropriate development of the abutting properties and the surrounding neighborhood. The Commission should also determine whether it is consistent with the appearance of the area and whether it enhances the area in its basic community functions.

The applicant has requested that the CUP be allowed for one year, instead of the typical six months, before it expires if no building permit has been pulled. The Commission will need to determine whether this is appropriate in this case.

SUGGESTED CONDITIONS OF APPROVAL

Should the Planning and Zoning Commission vote to recommend to City Council approval of rezoning from RA to RS6 and approval of the “Smith Avenue Hideaway Subdivision” Short Plat; and if the Commission chooses to approve the Conditional Use Permit for a duplex in an RS zone, then Staff would suggest the following as (a) Condition(s) of Approval(s):

1. Generally, the Applicant/Development shall:
   a. Comply with all City department/division or outside agency requirements pertinent to this matter.

2. Specifically, the Applicant/Development shall:
   a. Remove the Patmore Ash (Fraxinus Pennsylvania ‘Patmore’) from the landscape plans and select an approved species.
   b. Provide a cross access agreement specifically naming each parcel before the City Council public hearing. The agreement shall either include maintenance of the common drive and utilities shared by all property owners, or shall note that when a property is sold separately from the others, a maintenance agreement shall be procured at that time.
   c. Comply with all conditions stated by the City of Nampa Engineering Division letter dated April 19, 2019, and attached.

ATTACHMENTS

- Copy of Vicinity/zoning maps, application, plat pages, agency/department & citizen correspondence, etc.
  (pages/Exhibits 5+)

ZMA-105-19, SPS-019-19, CUP-133-17
714 Smith Ave Aerial
SMITH AVENUE HIDEAWAY SUBDIVISION

CERTIFICATE OF COUNTY SURVEYOR
I, the undersigned professional land surveyor for Canyon County, hereby certify that I have examined this plat and find that it complies with the STATE OF IDAHO code relating to plots and locations.

Canyon County Surveyor
Date

APPROVAL OF CITY ENGINEER
I, the undersigned, City Engineer, in and for the City of Nampa, Canyon County, Idaho, hereby approve this plat.

Nampa City Engineer
Date

APPROVAL OF CITY COUNCIL
I, the undersigned, City Clerk in and for the City of Nampa, Canyon County, Idaho, do hereby certify that at a regular meeting of the City Council held on the __________, 20___, this plat was accepted and approved.

City Clerk, Nampa, Idaho

APPROVAL OF CITY PLANNING AND ZONING COMMISSION

Chairman
Date

HEALTH CERTIFICATE
Sanitary restrictions as required by Idaho Code, Title 22, Chapter 13 have been satisfied based on a review by a Qualified Licensed Professional Engineer (QLPE) representing the City of Nampa, and the OEC's approval of the design plans and specifications and the conditions imposed on the developer for continued satisfaction of the sanitary restrictions. Any sanitary requirements, if any, shall be met. If the developer fails to construct facilities that the sanitary restrictions may be reenforced, in accordance with Section 25-13, Idaho Code, by the issuance of a certificate of disapproval, and no construction of any building or shelter requiring drinking water or sewer facilities shall be allowed.

District Health Department, EHS
Date

CERTIFICATE OF COUNTY TREASURER
I, Trouble Lloyd, County Treasurer in and for the County of Canyon, State of Idaho, per the requirements of I.C.50-1228, do hereby certify that any and all current and/or delinquent County property taxes for the property included in this proposed development have been paid in full. This certificate is valid for the next thirty (30) days only.

County Treasurer
Date
OWNERS CERTIFICATE

I, SUSAN SCHINDLER, being first duly sworn, depose and say I am, the owner of Smith Avenue Hideaway Subdivision more particularly described in the legal description below that it is my intention to include said property in this subdivision plat. The easements as shown on this plat are not dedicated to the public, however, the right to use said easements is hereby permanently reserved for public utilities and such other uses as designated within this plat and no permanent structures other than those for utility, irrigation, or drainage purposes is to be erected within the limits of said easements. The owners further certify that all lots in this subdivision will receive domestic water from the city of Nampa when available and that the city has agreed in writing to serve all of the lots in this subdivision.

A PARCEL OF LAND BEING A PORTION OF LOT 24 OF WESTVIEW SUBDIVISION, ACCORDING TO THE PLAT FILED IN BOOK 1 AT PAGE 31 RECORDED IN THE OFFICE OF THE CANYON COUNTY RECORDER'S IN THE OF THE 1/4 SW1/4 NW1/4 OF SECTION 21, TOWNSHIP 3 NORTH, RANGE 3 WEST, BOISE MERIDIAN, Nampa, Canyon County Idaho, more particularly described as follows:

COMING ON TO THE SOUTHWEST CORNER OF THE 1/4 SW1/4 NW1/4;

THENCE S 89 45' 31" E A DISTANCE OF 386.00 FEET ALONG THE SOUTH BOUNDARY OF THE 1/4 SW1/4 NW1/4 TO THE SOUTHEAST CORNER OF POPULAR PLACE SUBDIVISION ACCORDING TO THE PLAT FILED IN BOOK 17 AT PAGE 35 RECORDED IN THE OFFICE OF THE CANYON COUNTY RECORDER'S;

THENCE N 60 50' 35" E A DISTANCE OF 30.00 FEET ALONG THE EAST BOUNDARY OF POPULAR PLACE SUBDIVISION TO THE POINT OF BEGGINING;

THENCE N 60 50' 35" W A DISTANCE OF 294.10 FEET ALONG THE EAST BOUNDARY OF POPULAR PLACE SUBDIVISION;

THENCE S 69 45' 31" E A DISTANCE OF 120.00 FEET PARALLEL WITH THE SOUTH BOUNDARY OF THE 1/4 SW1/4 NW1/4 A POINT ON THE WEST BOUNDARY OF SILVER SPRUR ESTATES SUBDIVISION PHASE NO. 1 ACCORDING TO THE PLAT FILED IN BOOK 26 AT PAGE 40 RECORDED IN THE OFFICE OF THE CANYON COUNTY RECORDER'S;

THENCE S 00 50' 35" W A DISTANCE OF 254.10 FEET ALONG THE WEST BOUNDARY OF SILVER SPRUR ESTATES SUBDIVISION PHASE NO. 1;

THENCE N 69 45' 31" W A DISTANCE OF 120.00 FEET PARALLEL WITH THE SOUTH BOUNDARY OF THE 1/4 SW1/4 NW1/4 TO THE POINT OF BEGINNING;

THIS PARCEL CONTAINS 0.700 ACRES MORE OR LESS.

SUSAN SCHINDLER

ACKNOWLEDGMENT

STATE OF IDAHO
COUNTY OF CANYON

Be it remembered that on the day of 20 before me, the undersigned, a notary public in and for said State, personally appeared SUSAN SCHINDLER, who is known or identified to me to be the person whose name is subscribed to the within instrument and acknowledged to me that they executed the same.

In witness whereof, I have hereunto set my hand and notarial seal the day last above written.

Notary Public for

Reading of

Commission expires

CERTIFICATE OF SURVEYOR

I, Darin Holley, do hereby certify that I am a Professional Land Surveyor licensed by the State of Idaho, and that this plat as described in the Owners Certificate and the attached plot, was drawn from an actual survey made on the ground. Under my direct supervision and accurately represents the parcels plotted therein is consistent with the state of Idaho code relating to plots, surveys, and the corner perpetuation and filing out, Idaho code 55-1800 through 55-1812.

Darin Holley

F.L.S. License No. 9368
SMITH AVENUE HIDEAWAY SUBDIVISION

CERTIFICATE OF COUNTY SURVEYOR
I, the undersigned, professional land surveyor for Canyon County, hereby certify that I have examined this plat and find that it complies with the STATE OF IDAHO code relating to Plats and Sections.

Canyon County Surveyor Date

APPROVAL OF CITY ENGINEER
I, the undersigned, City Engineer, in and for the City of Nampa, Canyon County, Idaho, hereby approve this plat.

Nampa City Engineer Date

APPROVAL OF CITY OF NAMPA PLANNING AND ZONING COMMISSION

Chairman Date

HEALTH CERTIFICATE
Sanitary restrictions as required by Idaho Code, Title 50, Chapter 13 have been satisfied based on a review by a Qualified Professional Engineer (QPE) representing the City of Nampa, and the QPE approval of the design plans and specifications and the conditions imposed on the developer for continued satisfaction of the sanitary restrictions. Buyer is cautioned that at the time of this approval, no drinking water extensions or sewer extensions were constructed. Building construction can be allowed without additional water extensions or sewer extensions if the developer fails to construct facilities than the sanitary restrictions may be reimposed, in accordance with Section 50-1226, Idaho Code. By the issuance of a certificate of disapproved, and no construction of any building or shelter requiring drinking water or sewer/sptic facilities shall be allowed.

District Health Department, EHS Date

APPROVAL OF CITY COUNCIL
I, the undersigned, City Clerk in and for the City of Nampa, Canyon County, Idaho, do hereby certify that at a regular meeting of the City Council held on the day of , this plat was accepted and approved.

City Clerk, Nampa, Idaho

CERTIFICATE OF COUNTY TREASURER
I, , County Treasurer in and for the County of Canyon, State of Idaho, per the requirements of I.C.50-1336, do hereby certify that any and all current and/or delinquent County Property Taxes for the property included in the proposed subdivision have been paid in full. This certificate is valid for the next thirty (30) days only.

County Treasurer Date
May 2, 2019

Mason and Associates
924 3rd St. South, Ste. B
Nampa, Idaho 83651

Re: Landscape Plan for 714 Smith Ave. in Nampa

Dear Mr. Schultze:

The Patmore Ash (Fraxinus Pennsylvanica ‘Patmore’) is not on the approved tree list. Please refer to the tree selection guide (linked below) to select another species.


If you should have any questions concerning this matter, please contact me during normal business hours Monday through Friday at 468-5457.

Sincerely,

[Signature]

Doug Critchfield
Senior Planner

EDC/dc

cc: Susan Schindler (email: homesandhorsesbysue@gmail.com)
correspondence file
From: Eddy Thiel <eddy@nampahighway1.com>
Sent: Tuesday, April 02, 2019 7:47 AM
To: Shellie Lopez

Good Morning Shellie,

Nampa Highway District #1 has no comment to the Short Plat Approval, Zoning Map Amendment, or Conditional Use Permit for the subject property as it is not within our jurisdiction.

Thank you,

Eddy

From: Shellie Lopez <lopezs@cityofnampa.us>
Sent: Wednesday, March 27, 2019 2:17 PM

Good Afternoon Everyone,


Susan Schindler has requested the following:

- Subdivision Plat Short Approval for Smith Avenue Hideaway in a proposed RS6 (Single Family Residential - 6,000 sq. ft.) zoning district at 714 Smith Ave. (2 single family detached lots and one duplex lot on .7 acres for 5.71 dwelling units per gross acre (A parcel of land being a portion of Lot 24 of Westview Subdivision, according to the plat filed in Book 4 at Page 31 recorded in the office of the Canyon County Recorder’s in the SE ¼ SW ¼ NW ¼ of Section 21, T3N, R2W, BM).

- Zoning Map Amendment from RA (Suburban Residential) to RS6 (Single Family Residential - 6,000 sq. ft.) for approximately .7 acres or 30,368 sq. ft. at 714 Smith Avenue (A parcel of land being a portion of Lot 24 of Westview Subdivision, according to the plat filed in Book 4 at Page 31 recorded in the office of the Canyon County Recorder’s in the SE ¼ SW ¼ NW ¼ of Section 21, T3N, R2W, BM).

- Conditional Use Permit for a Duplex Dwelling in a proposed RS6 (Single Family Residential - 6,000 sq. ft.) zoning district at 714 Smith Ave. (An 80’ x 120’ or 9,525 sq. ft. portion of the NW ¼ of Section 21, T3N, R2W, BM, and proposed Lot 3, Block 1, Smith Ave. Hideaway).

These applications will go before the Planning and Zoning Commission as a public hearing item on the May 14, 2019 agenda.
April 23, 2019

Shellie Lopez
City of Nampa
411 3rd Street South
Nampa, Idaho 83651

VIA EMAIL

<table>
<thead>
<tr>
<th>Development Application</th>
<th>SPS-00019-2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name</td>
<td>SMITH AVENUE HIDEAWAY</td>
</tr>
<tr>
<td>Project Location</td>
<td>714 Smith Avenue, west of I-84B milepost 58.09</td>
</tr>
<tr>
<td>Project Description</td>
<td>Construct a subdivision consisting of 2 single family detached lots and 1 duplex lot</td>
</tr>
<tr>
<td>Applicant</td>
<td>Susan Schindler</td>
</tr>
</tbody>
</table>

The Idaho Transportation Department (ITD) reviewed the referenced short plat application and has the following comments:

1. This project does not abut the State highway system.
2. Idaho Code 40-1910 does not allow advertising within the right-of-way of any State highway.
3. The Idaho Administrative Procedures Act (IDAPA) 39.03.60 governs advertising along the State highway system. The applicant may contact Justin Pond, Right-of-Way Section Program Manager, at (208) 334-8832 for more information.
4. ITD does not object to the construction of a subdivision consisting of 2 single family detached lots and 1 duplex lot as presented in the application.

If you have any questions, you may contact Ken Couch at (208) 332-7190 or me at (208) 334-8338.

Sincerely,

Sarah Arjona
Development Services Coordinator
Sarah.Arjona@itd.idaho.gov
April 15, 2019

Norman L. Holm, Planning Director
City of Nampa
411 3rd Street South
Nampa, ID 83651

RE: SPS00019-2019/ Smith Avenue Hideaway; 714 Smith Avenue

Dear Norm:

Nampa & Meridian Irrigation District (NMID) has no comment on the above-referenced application as plans show storm water to be retained on site.

All private laterals and waste ways must be protected. All municipal surface drainage must be retained on-site. If any surface drainage leaves the site, NMID will need to review drainage plans. The developer must comply with Idaho Code 31-3805.

Please feel free to contact me with any further questions

Sincerely,

David T. Duvall
Asst. Water Superintendent
Nampa & Meridian Irrigation District
DTD/ gnf

Cc: Office/ file
Hi Shellie,

Nampa Parks has reviewed the short plat for Smith Avenue Hideaway Project: SPS-00019-2019. We have no requests.

Thank you,

Cody Swander
Parks Superintendent
O: 208.468.5890, F: 208.465.2321
Nampa Parks - Facebook Page

Notice: All communication transmitted within the City of Nampa Email system may be a public record and may be subject to disclosure under the Idaho Public Records Act (Idaho Code 74-101 et seq.) and as such may be copied and reproduced by members of the public. In addition, archives of all City emails are generally kept for a period of two years and are also subject to monitoring and review.
DATE: April 19, 2019

TO: Planning and Zoning Commission

FROM: Nicole Fletcher

SUBJECT: Smith Avenue Hideaway Subdivision, Short Plat and Construction Drawings

The Engineering Division has reviewed the short plat and construction drawings for Smith Avenue Hideaway Subdivision and recommends approval with the following comments. Utility capacity has been verified and the engineering division confirms approval of the 1% sewer service grade, given the cleanouts proposed for installation.

- Storm Drainage
  - Please provide drainage calculations for side swale
  - Will the lots be graded for front or rear draining? If front draining, be sure to include lot areas in drainage calculations

- Preliminary Plat
  - Revise to include the 1ft easement north of access drive and anything else that was added to plans post preliminary plat submittal; that would have been included on preliminary plat
  - Provide the distances from the eastern and northern property lines to the access drive
  - Add easement lines to plat to clearly differentiate the easement space that is going to be designated ingress/egress and the easement space that isn’t
  - Add curve information for access drive
  - Clarify/add missing dimensions to access drive
  - Include railroad tie retaining wall on plans
  - A structural engineer shall be retained to inspect the integrity of the existing retaining wall along the easterly property line. Upon a site visit, parts of the retaining wall appear to be compromised and failing. The structural engineer will need to provide the following prior to approval of construction drawings:
    - Analysis of the wall structural integrity and recommendations to improve/maintain integrity during and post construction; and,
Analysis of the proposed drainage swale impact on the wall integrity and recommendations to mitigate if necessary.

- Construction Drawings
  - Sheet 2
    - Add easement lines to plat to clearly differentiate the easement space that is going to be designated ingress/egress and the easement space that isn’t
  - Sheet 3
    - Remove drawing of cleanout, callout standard drawing instead
    - Irrigation note 1: City of Nampa still uses the 2012 edition of the ISPWC, please modify note
    - Irrigation note 3: irrigation pipe should always maintain a minimum of 3.5ft of depth under finished ground, modify note to reflect this
    - What is the width of the sand window, to be installed in the swale?
  - Sheet 4
    - Provide the standard drawing associated with the new drive approach, as it will need to be improved to comply with ADA standards
    - Include note to maintain and protect existing storm drain system
    - Verify slope of sewer services
    - Add finished grade contours, top of foundation wall grades and anticipated home/pad locations
    - Show sand windows
    - Include top of swale wall elevations and sand window elevation
    - Provide detail for valley gutter or callout standard drawing
    - Add note to coordinate with property owner for irrigation service installation, restore fencing and landscape to property owner satisfaction
Planning & Zoning Department

Before the Mayor & City Council
June 17, 2019

STAFF REPORT – PUBLIC HEARING

Zoning Map Amendment from BC to IL and Conditional Use Permit for a Towing Business at 3315 Caldwell Blvd. for a .9 acre or 39,204 sq. ft. parcel for Byron Healy (ZMA 106-19, CUP 138-19).

To: Mayor and City Council
Applicant: Byron Healy
Status of Applicant: Renter

Property Owner: Just Off the Blvd LLC
File No's: ZMA 106-19 and CUP 138-19

Prepared By: Norman L. Holm
Date: June 11, 2019

Requested Actions: Zoning Map Amendment (Rezone) from BC (Community Business) to IL (Light Industrial) and Conditional Use Permit for a Towing/Impound Business.

Existing Land Use: Existing developed Commercial/Industrial property

GENERAL INFORMATION

Existing Zoning: BC (Community Business)

Proposed Zoning: IL (Light Industrial)

Location: 3315 Caldwell Blvd.

Proposed Use: Towing/Impound Business

Size of Property: A .9 acre or 39,204 sq. ft. parcel being Tax 4-A in Block 1, Portner Subdivision in the NE ¼, NW ¼ Section 7, T3N, R2W, BM.
Surrounding Land Use and Zoning:
North- Truck Repair, BC (Community Business)
South- Rural Residential, County R2 (Medium Density Residential)
East- Industrial, IL (Light Industrial)
West- Commercial, BC

Comprehensive Plan Designation: Medium Density Residential but adjoins the Light Industrial designation to the east. The requested zoning map amendment from BC to IL therefor complies with the adjacent Light Industrial designation to the east under the map note: “The mapped boundary between two adjoining land use designations is considered flexible and may be interpreted as being stretchable to include the abutting parcels in the direction of either designation.”

Planning & Zoning History: The property has previously been utilized for other Commercial/Industrial uses. An internet search reveals that the property has been used for at least the last year for towing services under the name of Code Red Towing. Towing or impound is a permitted use in IH (Heavy Industrial) zones and a conditional use in IL (Light Industrial) zones. Apparently towing businesses have an opportunity to enter a rotation with other towing businesses providing service to local police departments. The applicant cannot compete in the rotation unless all the zoning entitlements are in place for the property where they operate.

The applicant realized they needed the rezone from BC to IL but were not aware of necessity for a Conditional Use Permit. This being the case the CUP entitlement was not included along with the zoning change request when heard before the Planning and Zoning Commission on May 14, 2019. The Planning and Zoning Commission following their hearing on the rezone recommended to the City Council approval of the rezone to IL as well as approval of a Conditional Use Permit for a Towing/Impound yard. As such the decision and action on the required CUP is scheduled before the City Council concurrent with their decision on the rezone.

Proposed Land Uses: No change in use is proposed, other than continuation of impound or towing use.

Applicable Regulations: Rezones or zoning map amendments must be reasonably necessary, in the interest of the public, further promote the purposes of zoning, and agree with the adopted comprehensive plan for the neighborhood.

Section 10-5-2 Schedule of District Land Use Controls requires a conditional use permit for Towing/Impound in the proposed IL zone. Chapter 25 sets forth the criteria of approval. These criteria essentially require that the use be compatible with and not adversely affect the livability or appropriate development of the surrounding neighborhood. Section 10-25-4 states the general criteria for approval of a conditional use permit.

SPECIAL INFORMATION

Public Utilities:
10” sewer main located in Caldwell Blvd.
8” water main located in Caldwell Blvd.
No irrigation service available.

Public Services: All present.
Transportation and Traffic: The property has private drive easement and access to Caldwell Blvd. The actual building and use are situated approximately 375' south of Caldwell Blvd.

Environmental: The rezone would have little effect on the adjoining properties. The adjoining property to the east is already zoned IL, and surrounding land uses are compatible with industrial zoning. Staff opinion is that Towing/Impound is a reasonable use for the location. The Impound Yard area is not viewable from Caldwell Blvd.

Correspondence: As of the date of this memo no area property owners, businesses, or residents have expressed any opposition to or support for the requested zoning amendment and conditional use permit.

Physical Site Characteristics: Existing developed commercial/industrial site.

Parking: Adequate off-street parking was previously provided on the property to satisfy code required off-street parking spaces.

STAFF FINDINGS AND DISCUSSION

The requested rezone is appropriate. The parcel is interpreted to have a Light Industrial use designation on the Comprehensive Plan future land use map as noted above. The requested zoning map amendment is therefore interpreted as complying.

If the City Council accepts the Planning and Zoning Commission recommendation and votes to approve of the rezone the following findings are suggested:

1) Rezone of the subject property to IL is reasonably necessary in order to allow the applicant to obtain the required land use entitlements for a towing/impound yard.
2) Rezone of the subject property to IL is in the interest of the property owner and conforms to the adopted comprehensive plan designation of Light Industrial use.
3) The proposed Towing/Impound use of the subject property will be compatible with the existing commercial/industrial uses in the immediate area.
4) The applicant realized they needed the rezone from BC to IL but were not made aware of necessity for a Conditional Use Permit. This being the case the CUP entitlement was combined with that zoning map amendment hearing before the City Council.

If the City Council accepts the Planning and Zoning Commission recommendation and votes to approve the conditional use permit the use of the property for a Towing/Impound Business could be compatible with the surrounding industrial/commercial neighborhood if appropriate conditions are adhered to in the operation. In reference to the required CUP findings the following are provided:

1) The location, size and design and operating characteristics of the proposed Towing/Impound Business will be compatible with and will not adversely affect the livability or appropriate development of the abutting properties and the surrounding neighborhood if the below conditions are adhered to in the use of the property.
2) The location, design, and site planning of the proposed Towing/Impound Business will be as attractive as the nature of the use and its location and setting warrants.
3) The proposed Towing/Impound Business will enhance the successful operation of the surrounding developing area in its basic community function and provide an essential service to the community or region.

At the date of this memo I have received no statements of opposition or support from any property owners, businesses, or residents in or around the area concerning either the zoning map amendment or the requested conditional use permit.

**SUGGESTED CONDITIONS OF APPROVAL**

If the City Council determines to approve the requested Conditional Use Permit for the Towing/Impound Business the following conditions are recommended:

1) All requirements of the Nampa Planning, Building, Engineering, and Fire Departments as well as state, or federal agencies regarding use of the property for a Towing/Impound Business shall be satisfied prior to occupancy.
2) The conditional use permit shall be issued only for a Towing/Impound Business. No outside vehicle salvage shall be allowed.
3) The outdoor parking and yard area adjacent the business shall be maintained free of oil and debris and otherwise maintained in a neat and orderly manner. Any vehicle fluids shall be disposed of at an approved dump site and not on the property.
4) The property shall be continuously maintained in conformance with weed and nuisance ordinance provisions.
5) The conditional use permit is granted only to the property for the duration of the use and shall not be transferable to any other location.
6) Any other conditions recommended by the City Council following public hearing.

**ATTACHMENTS**

1) Application (Page 5)
2) Zoning and location map (Page 6)
3) Arial photo (Page 7)
4) Current zoning and future land use designation maps (Page 8)
5) Planning and Zoning Commission rezone hearing minutes (Page 9)
6) Agency and other correspondence (Pages 10+)
APPLICATION FOR AMENDMENT OF ZONING ORDINANCE OR MAP
PLANNING AND ZONING DEPARTMENT
411 3RD STREET S., NAMPA, IDAHO 83651 P: (208) 468-4487 F: (208) 465-2261

Nonrefundable Fee: $406.00 (1 acre or less) Nonrefundable Fee: $811.00 (more than 1 acre)
Or $213.00 for a text amendment

<table>
<thead>
<tr>
<th>Applicant/Representative Name</th>
<th>Byron Healy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address</td>
<td>16701 Star Rd</td>
</tr>
<tr>
<td>City</td>
<td>Nampa</td>
</tr>
<tr>
<td>Property Owner Name</td>
<td>Just Off the Blvd LLC</td>
</tr>
<tr>
<td>Street Address</td>
<td>3315 Caldwell Blvd</td>
</tr>
<tr>
<td>City</td>
<td>Nampa</td>
</tr>
<tr>
<td>Applicant’s interest in property:</td>
<td>Own (X) Rent ( ) Other</td>
</tr>
</tbody>
</table>

ADDRESS OF SUBJECT PROPERTY: 3315 Caldwell Blvd

Please provide the following REQUIRED DOCUMENTATION:
- [ ] Completed Application
- [ ] A copy of one of the following:
  - [X] Warranty Deed
  - [ ] Proof Of Option
  - [ ] Earnest Money Agreement
- [X] Signed & Notarized Affidavit of Legal Interest (attached). Form **must** be completed by the legal owner (If owner is a corporation, submit a copy of the Articles of Incorporation or other evidence to show that the person signing is an authorized agent)
- [X] Original Legal description of property AND a legible WORD formatted document with Closure Cals. (Must have for final recording) Old or illegible title documents will need to be retyped in a WORD formatted document.

Project Description
- State the zoning desired for the subject property: **Tour business Light Industrial**
- State (or attach a letter stating) the reason for the proposed change, together with any other information considered pertinent to the determination of the matter. In the case of a text amendment please attach the full text of the proposed amendment. **Tour business**

Dated this 10 day of April, 2019

Applicant Signature

This application will be referred to the Nampa Planning Commission for its consideration. The Planning Commission shall hold a public hearing on the application and will then make its recommendation to the City Council. The City Council will then hold a second public hearing. Notice of the public hearings must be published in the Idaho Press-Tribune 15 days prior to said hearings. In the case of map amendments notice shall also be posted on the premises not less than 1 week prior to the hearings and notices will be mailed to property owners or purchasers of record within 300 feet of the subject property. You will be given notice of the public hearings and should be present to answer any questions.

OFFICE USE ONLY
PROJECT NAME: Rezone BC to IL
FILE NUMBER: ZMA/106-2019

12/11/13 Revised
3315 Caldwell Blvd.

Current Zone

Comp Plan
Public Hearing No. 3:

a) Zoning Map Amendment from BC (Community Business) to IL (Light Industrial) for a Towing Business at 3315 Caldwell Blvd. (A .9 acre or 39,204 sq ft parcel being Tax 4-A in Block 1, Portner Subdivision, in the NW 1/4 Section 7 T3N R2W BM); and

b) Recommendation for a Conditional Use Permit for a towing/impound yard business at 3315 Caldwell Blvd, in the IL zoning district, for Byron Healy (ZMA-00106-2019).

Chairman McGrath proceeded to public hearing.

Byron Healy of 3315 Caldwell Blvd – the applicant:
- Mr Healy stated he has been running a towing business out of the subject property and only just found out that it was not zoned correctly for a towing business and had therefore requested the Rezone to IL.

Principal Planner Ashby:
- Ashby indicated the location of the subject property, south of Caldwell Blvd.
- The subject property, noted Ashby, was located adjacent to the IL zoning district and the Rezone to IL would be consistent with the Comprehensive Plan.
- The applicant had been operating the towing company from the subject location, stated Ashby, under the name of Code Red Towing.
- A towing/impound company, stated Ashby, was allowed in the Light Industrial zoning district only with the approval of a Conditional Use Permit.
- Ashby advised the applicants had not been advised they would also need approval of a Conditional Use Permit, as well as the Rezone to IL. Therefore, the Commission should address the Rezone to IL as well as a recommendation to City Council for the Conditional Use Permit.
- The applicants towing company, continued Ashby, was on a rotation basis with the Nampa Police Department to service requirements of the NPD, and in order to compete for that rotation they are required to have an approved Conditional Use Permit.
- Ashby noted letters had been received recommending approval of the Rezone from Edgar M Thrift, Jr, of 1550 Prospect Ave, Capitola, Ca, dated May 3, 2019, owner of the building in front of the subject property.
- McGrath inquired about the Idaho Transportation Department comments regarding requirement of a Cross Access Agreement.
- Discussion followed regarding a Cross-Access Agreement.

City Engineer Badger:
- Badger advised that while ITD’s concern was a valid concern it was not necessarily the City’s or the State’s place to police. Badger noted there was a historical use by the subject property for access, however, it would be advantageous to clean that issue up.
- Badger noted ITD had since responded and advised they had received positive comments regarding the Cross-Access Agreement.

Chairman McGrath proceeded to public testimony.
No public comment forthcoming.

Sellman motioned and Kehoe seconded to close public hearing. Motion carried.

Sellman motioned and Garner seconded to recommend to City Council approval of the Rezone from BC to IL for 3315 Caldwell Blvd for Byron Healy, subject to:
1. Compliance with all City/department/division or outside agency requirements pertinent to this matter.
Motion carried.

Sellman motioned and Kehoe seconded to recommend to City Council approval of a Conditional Use Permit for a Towing/Impound Yard at 3315 Caldwell Blvd, for Byron Healy.
1. Compliance with all City/department/division or outside agency requirements pertinent to this matter.
Motion carried
May 16, 2019

Byron Healy
16701 Star Rd.
Nampa, ID 83687

Subject: Zoning Map Amendment from BC (Community Business) to IL (Light Industrial) for a Towing Business at 3315 Caldwell Blvd. (a 0.9 acre or 39,204 sq. ft. parcel being Tax 4-A in Block 1, Portner Subdivision in the NE ¼, NW ¼ Section 7, T3N, R2W, BM) for Byron Healy (ZMA 106-19).

Dear Mr. Healy:

The following is the decision of the Nampa Planning and Zoning Commission on the above matter heard before them on May 14, 2019. This letter will stand as the Findings of Fact, Conclusions of Law and Decision required by Idaho Code Section 67-6535. The Planning and Zoning Commission found the following concerning your annexation and zoning request:

1) Rezone of the subject property to IL is reasonably necessary in order to allow the applicant to obtain the required land use entitlements for a towing/impound yard.
2) Rezone of the subject property to IL is in the interest of the property owner and conforms to the adopted comprehensive plan designation of Light Industrial use.
3) The proposed Towing/Impound use of the subject property will be compatible with the existing commercial/industrial uses in the immediate area.
4) The applicant realized they needed the rezone from BC to IL but were not made aware of necessity for a Conditional Use Permit. This being the case the CUP entitlement was not included along with the zoning change request.
5) The Planning and Zoning Commission agreed that public hearing, decision and action on the required CUP should be scheduled before the City Council concurrent with their hearing on the rezone.
6) The use of a development agreement to establish any conditions for the requested zoning amendment serves no purposes.

Consequently, the Planning and Zoning Commission voted to recommend to the City Council approval of your Rezone from BC (Community Business) to IL (Light) subject to the requirement that the public hearing on the required CUP entitlement be scheduled before the City Council concurrent with their hearing on the zoning map amendment.

Further consideration, public hearing and final action on the Zoning Map Amendment from BC to IL and the required Conditional Use Permit for Towing/Impound have been scheduled before the City Council on June 17, 2019. You should be present at this hearing to address any questions the City Council may have. Should you have any questions, please feel free to contact me at 468-5446.

Sincerely,

[Signature]
Norman L. Holm, Planning Director
CITY OF NAMPA
Date: April 25, 2019

Rev:

To: Nampa Planning and Zoning Commission
Cc: Daniel Badger, P. E., City Engineer
Cc: Caleb LaClair, P. E., Assistant City Engineer
Cc: Tom Points, P. E., Nampa City Public Works Director

From: Jim Brooks – Engineering Division

Subject: Zoning Map Amendment – BC to IL

Applicant: Byron Healy

Applicant Address: 16701 Star Road, Nampa, Idaho 83687

Owner: Just off the Boulevard, LLC.

Owner Address: 3315 Caldwell Boulevard, Nampa, Idaho 83651

Parcel Address: 3315 Caldwell Boulevard, Nampa, Idaho 83651

ZMA-00106-2019 for the May 14, 2019 Planning and Zoning Meeting

The Engineering Division does not oppose the granting of this variance request.
April 29, 2019

Shellie Lopez
City of Nampa
411 3rd Street South
Nampa, Idaho 83651

VIA EMAIL

<table>
<thead>
<tr>
<th>Development Application</th>
<th>ZMA-00106-2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name</td>
<td>TOWING BUSINESS</td>
</tr>
<tr>
<td>Project Location</td>
<td>3315 Caldwell Boulevard, south of I-84B milepost 54.42</td>
</tr>
<tr>
<td>Project Description</td>
<td>Zoning Map Amendment from BC (Community Business) to IL (Light Industrial) for approximately 0.9 acres</td>
</tr>
<tr>
<td>Applicant</td>
<td>Byron Healy</td>
</tr>
</tbody>
</table>

The Idaho Transportation Department (ITD) reviewed the referenced zoning map amendment application and has the following comments:

1. This project does not abut the State highway system.

2. The existing approach is permitted under ITD permit number 3-91-204. Applicant will need to provide a cross access agreement for the parcel. ITD did not receive detailed site plans showing intended use of the parcels with this application. Should the use of the parcel change causing any increase in trip generation, or the parcel be split, property owner will need to re-apply for access at that time.

3. ITD reserves the right to make further comments upon review of any submitted site plans.

4. Idaho Code 40-1910 does not allow advertising within the right-of-way of any State highway.

5. The Idaho Administrative Procedures Act (IDAPA) 39.03.60 governs advertising along the State highway system. The applicant may contact Justin Pond, Right-of-Way Section Program Manager, at (208) 334-8832 for more information.

6. ITD objects to the proposed application due to access concerns as noted in item 2.
7. Once applicant has provided documentation verifying cross access, ITD will withdraw any objection to the proposed application.

If you have any questions, you may contact Ken Couch at (208) 332-7190 or me at (208) 334-8338.

Sincerely,

[Signature]

Sarah Arjona
Development Services Coordinator
Sarah.Arjona@itd.idaho.gov
Good Afternoon Shellie,

Nampa Highway District #1 has no comment as the subject property is within the City limits and has no access to Highway District Roadways.

Thank you,

Eddy

---

RE: ZMA-00106-2019

Byron Healy has requested a Zoning Map Amendment from BC (Community Business) to LI (Light Industrial) for a Towing Business at 3315 Caldwell Blvd. (A .9 acre or 39,204 sq. ft. parcel being Tax 4-A in Block 1, Portner Subdivision in the NE ¼, NW ¼ Section 7, T3N, R2W, BM).

This application will go before the Planning and Zoning Commission as a public hearing item on the May 14, 2019 agenda.

Please find attached ZMA-00106-2019 file for your review and send all comments to my attention or to Sylvia Mackrill (mackrill@cityofnampa.us) no later than April 26, 2019.

Thank you & Have a great day!
April 25, 2019

R. Bowditch, Planning Director
City of Nampa
411 3rd Street South
Nampa, ID 83651

RE: ZMA 106-2019/3315 Caldwell Boulevard

Dear Norm:

Nampa & Meridian Irrigation District (NMID) has no comment on the above-referenced application, as it lies outside of our District boundaries. Please contact Mark Zirschky of Pioneer Irrigation at (208) 459-3617, P.O. Box 426 Caldwell, ID 83606-0426.

All private laterals and waste ways must be protected. All municipal surface drainage must be retained on-site. If any surface drainage leaves the site NMID must review drainage plans. The developer must comply with Idaho Code 31-3805.

Sincerely,

[Signature]

David T. Duvall
Asst. Water Superintendent
Nampa & Meridian Irrigation District
DTID/gnf

Cc:
Office/ file
M. Zirschky, Pioneer Irrigation District
Sylvia MacKrell
City of Nampa

Re: Rezme BC-IL
3315 Coldwell Blvd

I Support the Rezme.

5/3/19

Edgar M. Thrift, Jr.
Owner
Was a Wheat Field, LLC
3303 & 3305
(415) 519-2504

cc: Cancer Wardwick
Aspen Engineers
Kuna, Idaho
Sylvia Mackrill  
City of Nampa  
Planning and Zoning Department  
411 3rd Street South  
Nampa, Idaho 83651

Re: Zoning Map Amendment from BD to IL....3315 Caldwell Blvd

I support the Zoning Map Amendment from BC to IL.

Best of the Boulevard, LLC  
Owner  

Gail Ross Thrift  
408 410 4003

May 4th 2019
3315 Caldwell Blvd

Rezone from BC- Community Business to IL- Light Industrial for Towing Business

ZMA-00106-2019  4/23/2019

Visit Planning & Zoning at cityofnampa.us for more info.
Vacation of a City of Nampa Water Easement located at the SW corner of the intersection of Garrity Blvd. and E. Flamingo Ave. in WinCo Place Subdivision at 1255 N. Happy Valley Rd. for KM Engineering representing Idaho Central Credit Union (VAC 036-19).

To: Mayor & City Council

Applicant: KM Engineering, LLP representing Idaho Central Credit Union
File No: VAC 036-19

Prepared By: Norman L. Holm
Date: June 11, 2019
Requested Action: Vacation of a water utility easement

Purpose: Water easement located in the property needs to be vacated and relocated to allow for a suitable building pad location.

GENERAL INFORMATION

Status of Applicant: Representing Property Owner

Existing Zoning: BC (Community Business)

Location: A portion of Parcel A of record of survey recorded as Inst. No. 2017-039668, and situated in a portion of Lots 1 and 2, Block 1 of WinCo Place Subdivision, situated in the NE ¼ of the SE ¼ of Section 13, T3N, R2W, BM at 1255 N. Happy Valley Rd.

Size of Vacation Area: A 2,637 sq. ft. area

Surrounding Land Use and Zoning:
North- Developed commercial across E. Flamingo Ave., BC (Community Business)
South- WinCo, BC (Community Business)
East- Developed commercial, BC (Community Business)
West- Developed commercial across Garrity Blvd., BC (Community Business)
Comprehensive Plan Designation: Community Mixed Use

Applicable Regulations: State law does not require the consent of adjoining property owners for the vacation of easements.

Description of Existing Uses: Vacant land, easement vacation area crosses through the proposed Idaho Central Credit Union building site.

SPECIAL INFORMATION

Planning & Zoning History: The area was annexed and zoned previously for the development of Nampa Gateway Shopping Center area.

Public Utilities: Existing 10” water main located in the proposed easement vacation area.

Environmental: Approval of the vacation and relocation of the waterline for the Idaho Central Credit Union construction will require change of truck circulation around WinCo.

Correspondence: As of the date of this staff report no objections have been raised by any utility companies or surrounding property owners. Fire, Building, and Engineering Departments do not oppose the vacation of the utility easement.

STAFF FINDINGS AND DISCUSSION

Planning staff sees no reason why the requested water easement vacation should not be approved subject to the relocation of the existing water line and dedication of a new easement as proposed.

RECOMMENDED APPROVAL CONDITIONS

The Planning Department and Engineering Division has no concerns with the granting of the vacation request with the following conditions:

1) Property owner shall relocate the existing water line as shown on the approved civil plans.
2) Dedicate a new easement over the relocated water main as a condition of final acceptance by the City.

ATTACHMENTS

Application (Page 3)
Zoning and vicinity map (Page 4)
Aerial map (Page 5)
WinCo Place plat maps (Pages 6-7)
Water line location map (Page 8)
Easement vacation map and legal description (Pages 9-10)
Easement dedication map and legal description (Pages 11-12)
Agency and other correspondence (Pages 13+)
<table>
<thead>
<tr>
<th>Applicant Name</th>
<th>Home Number</th>
<th>Mobile Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>KM Engineering, LLP - Sabrina Durtschi</td>
<td>208-639-6939</td>
<td></td>
</tr>
<tr>
<td><strong>Street Address</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9233 West State Street</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>City</strong></td>
<td><strong>State</strong></td>
<td><strong>Zip code</strong></td>
</tr>
<tr>
<td>Boise</td>
<td>Idaho</td>
<td>83714</td>
</tr>
<tr>
<td><strong>Property Owner Name</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Idaho Central Credit Union</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Street Address</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4400 West Central Way</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>City</strong></td>
<td><strong>State</strong></td>
<td><strong>Zip Code</strong></td>
</tr>
<tr>
<td>Chubback</td>
<td>Idaho</td>
<td>83202</td>
</tr>
<tr>
<td><strong>Applicant’s interest in property:</strong></td>
<td>( ) Own</td>
<td>( ) Rent</td>
</tr>
<tr>
<td><strong>ADDRESS OF SUBJECT PROPERTY:</strong></td>
<td>1255 N Happy Valley Road</td>
<td></td>
</tr>
</tbody>
</table>

**Subject Property Information**

Please provide the following REQUIRED DOCUMENTATION to complete the Vacation:

- A copy of one of the following: Warranty Deed  Proof Of Option  Earnest Money Agreement
- List of names, addresses AND written consent of the owners and contract purchasers of all property adjoining the vacated portion
- Signed & Notarized Affidavit of Legal Interest (attached). Form must be completed by the legal owner (If owner is a corporation, submit a copy of the Articles of Incorporation or other evidence to show that the person signing is an authorized agent)
- Original Legal description of property AND a legible WORD formatted document. (Must have for final recording) Old or illegible title documents will need to be retyped in a WORD formatted document.
- Sketch drawing of the portion proposed to be vacated

**Project Description**

State (or attach a letter stating) the reason you desire the easement, public right-of-way, plat or part thereof to be vacated: Water Easement located in the property needs to be vacated and relocated to allow for a suitable building pad location.

Dated this 24th day of MAY, 2019

**PLEASE NOTE**

This application will be referred to the Nampa City Council. If the Council desires, it may refer the application to the Planning Commission for its recommendation. If the application is recommended for approval the City Council shall hold a public hearing.

Written notice of the public hearing shall be sent to all property owners within 300 feet of the boundaries of the proposed vacation by certified mail with return receipt, at least 10 days prior to the date of the public hearing. Notice shall also be published once a week for 2 successive weeks in the Idaho Press-Tribune, with the last publication at least 7 days prior to the hearing. You will be given notice of the public hearings and should be present to answer any questions.

**OFFICE USE ONLY**

FILE NUMBER: VAC - 00036 - 2019  PROJECT NAME: VACATE WATER EASEMENT

12/11/13 Revised
Exhibit

1255 N Happy Valley Rd

Vacation of water easement to allow building pad location

Nampa Gateway Center.

St Amelia's Medical Center

Garrity Blvd

E Flamingo Ave

N Happy Valley Rd

Stamm Ln

Round Valley St

Long Valley Pl

RMH

RA

HI

1255 N Happy Valley Rd

Visit Planning & Zoning at cityofnampa.us for more info.

VAC-00036-2019

5/29/2019

For illustrative purposes only.

C:\Users\[username]\Desktop\P2_Zoning_Area\dyn.mxd
May 21, 2019
Project 17-137
Legal Description
City of Nampa Water Easement Vacation

Exhibit A

A City of Nampa water easement vacation being situated in a portion of Parcel A of record of survey recorded as Instrument No. 2017-039668, records of Canyon County, Idaho, and also situated in a portion of Lots 1 and 2, Block 1 of Winco Place Subdivision, Book 45 at Pages 46 through 49, records of Canyon County, Idaho, situated in the Northeast 1/4 of the Southeast 1/4 of Section 13, Township 3 North, Range 2 West, B.M., City of Nampa, Canyon County, Idaho and being more particularly described as follows:

Commencing at a found 5/8-inch rebar marking the East 1/4 corner of said Section 13, which bears N00°44'12"E a distance of 1,326.91 feet from a found 5/8-inch rebar marking the South 1/16 corner of Section 18 and said Section 13, thence following the easterly line of said Northeast 1/4 of the Southeast 1/4, S00°44'12"W a distance of 763.31 feet;
Thence leaving said easterly line, N89°15'48"W a distance of 462.07 feet to the POINT OF BEGINNING.

Thence S00°42'35"W a distance of 10.00 feet;
Thence N89°20'28"W a distance of 171.18 feet;
Thence S45°39'32"W a distance of 50.50 feet;
Thence S44°20'28"E a distance of 25.28 feet;
Thence S45°39'32"W a distance of 10.00 feet;
Thence N44°20'28"W a distance of 25.28 feet;
Thence S45°39'32"W a distance of 2.61 feet;
Thence N44°18'11"W a distance of 10.00 feet;
Thence N45°39'32"E a distance of 67.24 feet;
Thence S89°20'28"E a distance of 175.33 feet to the POINT OF BEGINNING.

Said parcel contains a total of 2,637 square feet, more or less, and is subject to all existing easements and/or rights of way of record or implied.

Attached hereto is Exhibit B and by this reference is hereby made a part of.
Parcel A
Record of Survey
Inst. No. 2017-039668
Winco Place Subdivision

10' CITY OF NAMPA
WATER EASEMENT (PROPOSED)

POINT OF BEGINNING
S89'17"25'E 175.28' N89'17"25"W 179.43'

10' CITY OF NAMPA
WATER EASEMENT
PER WINCO PLACE SUBDIVISION

E. Flamingo Avenue
Garrity Boulevard

C1

C2

SOUTH 1/16 CORNER
SECTIONS 13 & 18

Stamm Lane

Exhibit B
Winco Place Subdivision
City of Nampa Water Easement

NE 1/4 SE 1/4 Sec. 13, T.3N., R.2W., B.M., City of Nampa, Canyon County, Idaho

DATE: 5/21/2019
PROJECT: 17-137
SHEET: 1 OF 1

CURVE TABLE

<table>
<thead>
<tr>
<th>CURVE</th>
<th>RADIUS</th>
<th>LENGTH</th>
<th>DELTA</th>
<th>CHORD BRG</th>
<th>DIST</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1</td>
<td>1652.00</td>
<td>7.60</td>
<td>0'15&quot;50&quot;</td>
<td>N39°43'28&quot;E</td>
<td>7.60'</td>
</tr>
<tr>
<td>C2</td>
<td>1380.00</td>
<td>2.47</td>
<td>0'06&quot;07&quot;</td>
<td>N36°12'30&quot;E</td>
<td>2.47'</td>
</tr>
</tbody>
</table>
May 21, 2019
Project 17-137
Legal Description
City of Nampa Water Easement

Exhibit A

A parcel of land for a City of Nampa water easement being situated in a portion of Parcel A of record of survey recorded as Instrument No. 2017-039668, records of Canyon County, Idaho, and also situated in a portion of Lots 1 and 2, Block 1 of Winco Place Subdivision, Book 45 at Pages 46 through 49, records of Canyon County, Idaho, situated in the Northeast 1/4 of the Southeast 1/4 of Section 13, Township 3 North, Range 2 West, B.M., City of Nampa, Canyon County, Idaho and being more particularly described as follows:

Commencing at a found 5/8-inch rebar marking the East 1/4 corner of said Section 13, which bears N00°44'12"E a distance of 1,326.91 feet from a found 5/8-inch rebar marking the South 1/16 corner of Section 18 and said Section 13, thence following the easterly line of said Northeast 1/4 of the Southeast 1/4, S00°44'12"W a distance of 865.48 feet; Thence leaving said easterly line, N89°15'48"W a distance of 440.96 feet to the POINT OF BEGINNING.

Thence S00°39'32"W a distance of 10.00 feet;
Thence N89°17'25"W a distance of 179.43 feet;
Thence N44°18'11"W a distance of 106.35 feet to the easterly right-of-way line of Garrity Boulevard;
Thence following said easterly right-of-way line the following two (2) courses:
1. 7.60 feet along the arc of a circular curve to the left, said curve having a radius of 1,652.00 feet, a delta angle of 00°15'50", a chord bearing of N39°43'28"E and a chord distance of 7.60 feet to a found 5/8-inch rebar;
2. 2.47 feet along the arc of a circular curve to the left, said curve having a radius of 1,390.00 feet, a delta angle of 00°06'07", a chord bearing of N36°12'30"E and a chord distance of 2.47 feet;
Thence leaving said easterly right-of-way line, S44°18'11"E a distance of 103.41 feet; Thence S89°17'25"E a distance of 175.28 feet to the POINT OF BEGINNING.

Said parcel contains a total of 2,821 square feet, more or less, and is subject to all existing easements and/or rights of way of record or implied.

Attached hereto is Exhibit B and by this reference is hereby made a part of.
Date: June 6, 2019
To: Mayor and City Council
Cc: Planning and Zoning
Cc: Caleb LeClair, P. E., Assistant City Engineer
Cc: Daniel Badger, P. E., City Engineer
Cc: Tom Points s, P. E., Nampa City Public Works Director
From: Jim Brooks – Engineering Division
Re: Vacation of existing public water line easement, relocation of water line, and dedication of new easement.

Applicant: KM Engineering, LLP. Sabrina Durtschi representing Idaho Central Credit Union

Applicant Address: 9233 West State Street, Boise, Idaho 83714

Property Owner: Idaho Central Credit Union

Owners Address: 4400 West Central Way, Chubbuck, Idaho 83202

Property Address: 1255 Nor. Happy Valley Road

VAC-00036-2019 for the June 17, 20019 City Council Meeting

Owner is requesting vacation of an existing waterline easement to facilitate redevelopment of an existing building pad adjacent to the Happy Valley WinCo store. Building permit COM-01599-2019 for the construction of the new Idaho Central Credit Union has been approved.

The Engineering Division has no concerns with recommending granting this vacation with the following conditions:

➢ Property owner shall relocate the existing water line as shown on the approved civil plans.
➢ Dedicate a new easement over the relocated water main as a condition of final acceptance by the City.
June 7, 2019

Sylvia Mackrill
City of Nampa
411 3rd Street South
Nampa, Idaho 83651

VIA EMAIL

<table>
<thead>
<tr>
<th>Development Application</th>
<th>VAC-00039-2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name</td>
<td>VACATION OF WATER EASEMENT</td>
</tr>
<tr>
<td>Project Location</td>
<td>1255 North Happy Valley Road, west of I-84B milepost 61.45</td>
</tr>
<tr>
<td>Project Description</td>
<td>Vacation of a 10 foot wide water easement traversing 1255 North Happy Valley Road. Applicant wishes to relocate the water easement to allow for a suitable building pad location.</td>
</tr>
<tr>
<td>Applicant</td>
<td>KM Engineering, LLP</td>
</tr>
<tr>
<td>Representing</td>
<td>Idaho Central Credit Union</td>
</tr>
</tbody>
</table>

The Idaho Transportation Department (ITD) reviewed the referenced vacation application and has the following comments:

1. This project abuts the State highway system.

2. Application indicates an easement that stubs out to the State right-of-way that would require work in the State right-of-way to connect. Applicant must apply for and receive an approved right-of-way use permit prior to doing any work or activity within the highway right-of-way. Please have the applicant contact Ken Couch at 208-332-7190 for this permit.

3. Idaho Code 40-1910 does not allow advertising within the right-of-way of any State highway.

4. The Idaho Administrative Procedures Act (IDAPA) 39.03.60 governs advertising along the State highway system. The applicant may contact Justin Pond, Right-of-Way Section Program Manager, at (208) 334-8832 for more information.
5. Provided the applicant obtains the appropriate ITD permit prior to working within the State right-of-way, ITD does not object to the vacation and realignment of the water easement as presented in the application.

If you have any questions, you may contact Ken Couch at (208) 332-7190 or me at (208) 334-8338.

Sincerely,

Sarah Arjona
Development Services Coordinator
Sarah.Arjona@itd.idaho.gov
Building Department will require proper permits to be pulled before any work starts.

---

From: Sylvia Mackrill <mackrill@cityofnampa.us>
Sent: Tuesday, May 28, 2019 1:43 PM
To: Addressing <Addressing@cityofnampa.us>; Beth Ineck <ineckb@cityofnampa.us>; bob.parsons@phd3.idaho.gov; Bobby Sanchez <sanchezb@cityofnampa.us>; bocc@canyonco.org; Brent Hoskins <hoskinsb@cityofnampa.us>; Caleb LaClair <laclairc@cityofnampa.us>; Canyon Highway District No. 4 (chopper@canyonhd4.org) <chopper@canyonhd4.org>; Carl Miller - Compass of Idaho (cmiller@compassidaho.org) <cmiller@compassidaho.org>; Chanee Grant <cgrant@nmid.org>; Cody Swander <swanderc@cityofnampa.us>; Daniel Badger <BadgerD@cityofnampa.us>; deerflat@fws.gov; Don Barr <barrd@cityofnampa.us>; Doug Critchfield <critchfieldd@cityofnampa.us>; Eddy Thiel <eddy@nampahighway1.com>; Elijah Effinger <effingere@cityofnampa.us>; Eric R Shannon <eric@nampahighway1.com>; gwiles@nampachristianschools.com; Jared Bryan <bryanj@cityofnampa.us>; Jason Kimball <kimballj@cityofnampa.us>; Jay Young <youngj@cityofnampa.us>; Jeff Barnes <barnesj@cityofnampa.us>; Jenny.Titus@vallivue.org; jessica.mansell@intgas.com; Jim Brooks <brooks@cityofnampa.us>; Ken Couch - Idaho Transportation Dept, District 3 (D3Development.Services@itd.idaho.gov) <D3Development.Services@itd.idaho.gov>; Ken Keene <keenek@cityofnampa.us>; Kent Lovelace <lovelacek@cityofnampa.us>; kfunke@idahopower.com; mark@pioneerirrigation.com; Melissa Close <closem@cityofnampa.us>; monica.taylor@intgas.com; Neil Jones <jonesn@nampahighway1.com>; nick@nampahighway1.com; nmid@nmid.org; nre.easement@centurylink.com; Patrick Sullivan <sullivanw@cityofnampa.us>; Phillip Roberts <robertsp@cityofnampa.us>; phill@canyonco.org; Ray Rice <ricer@cityofnampa.us>; rdewey@nsd131.org; Reggie Edwards <edwardsr@cityofnampa.us>; Richard Davies <daviesr@cityofnampa.us>; Shellie Lopez <lopezs@cityofnampa.us>; Soyla Reyna <reynas@cityofnampa.us>; Tammy Wallen <tallen@nsd131.org>; Tom Points <pointst@cityofnampa.us>; UCC ben melody <ben.melody@intgas.com>; vcharles@idahopower.com

Subject: VAC-00036-2019 Vacation of Water Easement at 1255 N Happy Valley Rd for KM Engineering/Idaho Central Credit Union

KM Engineering, LLP, representing Idaho Central Credit Union has requested Vacation of a ten (10) ft wide water easement traversing 1255 N Happy Valley Rd (Tax 17376 in Lots 1 and 2, Block 1, Winco Place
Sylvia Mackrill

From: Eddy Thiel <eddy@nampahighway1.com>
Sent: Tuesday, May 28, 2019 1:55 PM
To: Sylvia Mackrill

Nampa Highway District #1 has no comment.

Thank you,

Eddy

---

Eddy Thiel
ROW
eddy@nampahighway1.com
4507 Highway 45. • Nampa, id 83686
TEL 208.467.6576 • FAX 208.467.9916

From: Sylvia Mackrill <mackrill@cityofnampa.us>
Sent: Tuesday, May 28, 2019 1:43 PM
To: Addressing <Addressing@cityofnampa.us>; Beth Ineck <ineckb@cityofnampa.us>; bob.parsons@phd3.idaho.gov; Bobby Sanchez <sanchezb@cityofnampa.us>; bocc@canyonco.org; Brent Hoskins <hoskinsb@cityofnampa.us>; Caleb LaClair <lacleair@cityofnampa.us>; Canyon Highway District No. 4 (chopper@canyonhd4.org) <chopper@canyonhd4.org>; Carl Miller - Compass of Idaho (cmiller@compassidaho.org) <cmiller@compassidaho.org>; Chanee Grant <cgrant@nmid.org>; Cody Swander <swandercc@cityofnampa.us>; Daniel Badger <BadgerD@cityofnampa.us>; deerflat@fws.gov; Don Barr <barrd@cityofnampa.us>; Doug Critchfield <critchfieldd@cityofnampa.us>; Eddy Thiel <eddy@nampahighway1.com>; Elijah Efficient <efficientere@cityofnampa.us>; Eric Shannon <eric@nampahighway1.com>; gwiles@nampachristianschools.com; Jared Bryan <bryanj@cityofnampa.us>; Jason Kimball <kimballj@cityofnampa.us>; Jay Young <youngj@cityofnampa.us>; Jeff Barnes <barnesj@cityofnampa.us>; jenny.titus@vallivue.org; jessica.mansell@intgas.com; Jim Brooks <brooksj@cityofnampa.us>; Ken Couch - Idaho Transportation Dept, District 3 (D3Development.Services@itd.idaho.gov) <D3Development.Services@itd.idaho.gov>; Ken Keene <keenek@cityofnampa.us>; Kent Lovelace <lovelacek@cityofnampa.us>; kfunke@idahopower.com; mark@pioneerirrigation.com; Melissa Close <closem@cityofnampa.us>; monica.taylor@intgas.com; Neil Jones <jonesn@cityofnampa.us>; Nick Lehman <Nick@nampahighway1.com>; nmid@nmid.org; nre.easement@centurylink.com; Patrick Sullivan <sullivanw@cityofnampa.us>; Phillip Roberts <robertsp@cityofnampa.us>; pnilsson@canyonco.org; Ray Rice <ricer@cityofnampa.us>; rdewey@nsd131.org; Reggie Edwards <edwardsr@cityofnampa.us>; Richard Davies <davisre@cityofnampa.us>; Shellie Lopez <lopezs@cityofnampa.us>; Sula Reynolds <reynas@cityofnampa.us>; Tammy Wallen <twallen@nsd131.org>; Tom Points <pointst@cityofnampa.us>; UCC ben melody <ben.melody@intgas.com>; vcharles@idahopower.com

Subject: VAC-00036-2019 Vacation of Water Easement at 1255 N Happy Valley Rd for KM Engineering/Idaho Central Credit Union

KM Engineering, LLP, representing Idaho Central Credit Union has requested Vacation of a ten (10) ft wide water easement traversing 1255 N Happy Valley Rd (Tax 17376 in Lots 1 and 2, Block 1, Winco Place Subdivision). The applicants wish to relocate the water easement to allow for a suitable building pad location (see Exhibit B). The property is located on the west side of N Happy Valley Rd, south of E Flamingo Ave and East of Garrity Blvd, within a BC (Community Business) zoning district.
MEMO TO NAMPA CITY COUNCIL

RE: APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH THE SALVATION ARMY FOR NAMPA SHARES & CARES PROGRAM (reviewed and approved by legal counsel)

The Nampa City Council allocated funds donated by Republic Services to benefit residents age 62 and over in the Nampa Shares and Cares program on May 6, 2019. This allocation is included in Exhibit B.

The existing Nampa Shares and Cares program does not restrict by age and is outlined in Exhibit A.

After internal staff meetings and speaking with the Council on Aging and The Salvation Army, the following staff recommendations have been incorporated into the MOU:

- Extending income limits to 150% of federal poverty (previous guidelines were 125% of federal poverty; see current federal and state income limits attached as reference).
- Board of Appraisers: the previous MOU required changes to the MOU be approved by the Board of Appraisers. Due to the limited number of committee meetings, the Public Works Director approved a change which would require an annual report be presented to the committee, but not require their approval for change to the MOU.
- Previously the program used printed voucher awards which residents would be required to obtain and then physically bring to the utility billing office. The updated recommendation reflects direct communication between The Salvation Army and the City of Nampa Utility Billing regarding suggested credits. Residents would be encouraged to go directly to The Salvation Army and utility billing staff will confirm eligibility before issuing credit on resident’s account.
- A final addition to the MOU is the recommendation "The applicant must have been a residential customer with the City of Nampa for at least 12 months at the time of the first credit."

Amy M. Bowman, Communications Manager

**ACTION:** APPROVAL OF THE MOU WITH THE SALVATION ARMY FOR NAMPA SHARES & CARES
RE: APPROVAL OF MOU WITH SALVATION ARMY FOR NAMPA SHARES & CARES

CURRENT FEDERAL AND STATE INCOME LIMITS

<table>
<thead>
<tr>
<th>Household Size</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
<tr>
<td>Federal</td>
</tr>
<tr>
<td>Poverty</td>
</tr>
<tr>
<td>Income</td>
</tr>
<tr>
<td>125% of</td>
</tr>
<tr>
<td>Federal</td>
</tr>
<tr>
<td>Poverty</td>
</tr>
<tr>
<td>Income</td>
</tr>
<tr>
<td>150% of</td>
</tr>
<tr>
<td>Federal</td>
</tr>
<tr>
<td>Poverty</td>
</tr>
<tr>
<td>Income</td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>5</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>6</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>7</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>8</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

Each additional member:
For families/households with more than 8 persons, add $4,420 for each additional person.

FYI - Comparison

<table>
<thead>
<tr>
<th>Idaho annual income for food assistance</th>
<th>Idaho gross monthly income limit for food assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td>15,792</td>
<td>$1,316</td>
</tr>
<tr>
<td>21,408</td>
<td>$1,784</td>
</tr>
<tr>
<td>27,024</td>
<td>$2,252</td>
</tr>
<tr>
<td>32,640</td>
<td>$2,720</td>
</tr>
<tr>
<td>38,256</td>
<td>$3,188</td>
</tr>
<tr>
<td>43,872</td>
<td>$3,656</td>
</tr>
<tr>
<td>49,488</td>
<td>$4,124</td>
</tr>
<tr>
<td>55,104</td>
<td>$4,592</td>
</tr>
</tbody>
</table>

Nampa Shares & Cares Program income guidelines fluctuate with federal guidelines annually.

As of 6/12/2019

Source: US Dept of Health & Human Services
Since 2006, the poverty guidelines have been published in late January (except for 2010)
MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made and entered into this ___ day of ____________, 2019, by and between the City of Nampa, an Idaho municipal corporation located in Canyon County, Idaho (hereinafter "City") and The Salvation Army, Inc., a California non-profit corporation with offices located in Nampa, Idaho (hereinafter "Salvation Army").

RECITALS

WHEREAS, City has created the 'Nampa Shares and Cares' program to collect donations from concerned citizens and customers, and possibly other funding sources at the discretion of the City, for the purpose of helping City of Nampa utility customers meet their utility obligations; and

WHEREAS, Salvation Army is dedicated and equipped in the assistance of community members in various areas; and

WHEREAS, the City and Salvation Army desire to enter into a common, documented understanding for the purpose of jointly assisting the community to help each other by gathering and indiscriminately distributing funds to the utility accounts of qualifying customers in need of assistance.

AGREEMENT

Based upon the foregoing recitals, which constitute a material part of the consideration for this Memorandum and are incorporated as substantive provisions of this Memorandum, the parties hereby agree and covenant with one another as follows:

1. DURATION: This Memorandum shall be in effect from the date of the signatures of the parties' representatives hereon and shall be perpetual, unless terminated by the parties as set forth herein.

2. PURPOSES: This Memorandum is entered into or the purpose of creating mutual understanding and cooperation regarding the distributing of the funds which the City will gather through their internal billing process and possibly other funding sources at the discretion of the City. The City will issue thank you notes with the City tax identification number and the donated amount for the donor's tax records.

   Salvation Army will interview potential recipients based upon the criteria outlined in the Guidelines for Nampa Shares and Cares (Exhibit A and Exhibit B), and as agreed to by Salvation Army. Salvation Army will communicate awards for final consideration to City of Nampa Utility Billing staff with information outlined in exhibits. The City will process the information and post appropriate credit to customer account.

3. COMPENSATION: The City will pay Salvation Army its indirect rate of 5.4% of the total donated funds collected each month. The indirect rate of 5.4% will come directly out of the donated funds. If the indirect rate changes, this document will need to be amended. The indirect rate of 5.4% will be paid monthly to Salvation Army for the overhead costs associated with the processing of the applications. City of Nampa Utility Billing will
update Salvation Army on a monthly basis regarding the available funds. Salvation Army will then provide an invoice for their services to Central Services.

4. **BOARD OF APPRAISERS:** The Utility Billing staff will present an annual report to the City Board of Appraisers (BOA) on the program distribution. The BOA may also make recommendations and/or changes to guidelines as needed. Only residential accounts will be eligible for assistance; no business accounts will be eligible for funds under this agreement.

5. **FUNDRAISING:** City will be solely responsible for fundraising events, advertisements, and donor enrollment. Salvation Army is not required to deposit or expense funds from its accounts.

6. **TERMINATION:** Either party may terminate this Memorandum upon 30 days prior written notice to the other party. Upon termination, any unexpected and uncommitted funds held will be distributed per the accepted guidelines and purposes by the City through its own staff or through another provider.

7. **NOTICES:** All notices, requests, demands, and other communications (collectively, "Notices") hereunder shall be in writing and delivered to the parties hereto by (a) hand-delivery, (b) established express delivery service that maintains delivery records, (c) certified or registered U.S. mail, postage prepaid, return receipt requested, or (d) facsimile or other electronic means at the following addresses, or at such other address as the parties hereto may designate pursuant to this Section.

   **City:** CITY OF NAMPA
   401 3rd Street S.
   Nampa, Idaho 83651
   Phone: (208) 468-5711
   Fax: (208) 468-5730
   Email: utility@cityofnampa.us

   **Salvation Army:** SALVATION ARMY
   403 – 12th Avenue S.
   Nampa, Idaho 83651
   Phone: (208) 467-6586
   Email:
   michael.halverson@usw.salvationarmy.org
   marjorie.potter@usw.salvationarmy.org

8. **GENERAL PROVISIONS:**

   This Memorandum constitutes and contains the entire agreement of the parties and supersedes and merges all other prior understandings or agreements between the parties on the subjects of this Memorandum, if any, whether oral or written;

   The failure of a party hereto to insist upon strict performance or observance of this Memorandum shall not be a waiver of any breach of any terms or conditions of this Memorandum by the other party;
In the event any provision or section of this Memorandum conflicts with applicable law or is otherwise held to be unenforceable, the remaining provision shall nevertheless be enforceable and carried into effect;

This Memorandum shall be governed and interpreted by the laws of the State of Idaho;

No party may assign this Memorandum or any interest therein without written consent of the other party, and in the event of assignment, this Memorandum shall inure to and be binding upon the parties hereto as well as their successors, assigns, departments and agencies;

No amendment, alteration or modification of this Memorandum shall be effective unless made in writing and duly executed by the parties hereto;

This Memorandum may be executed in any number of counterparts, each of which shall be deemed an original, but all of which when taken together shall constitute but one and the same Memorandum;

Delivery of an executed counterpart of this Memorandum by facsimile or other electronic means shall be equally as effective as delivery of a manually executed original counterpart of this Memorandum.

DATED this _____ day of ______________________, 2019.

City of Nampa

__________________________
Mayor

Attest:

__________________________
City Clerk or Deputy

The Salvation Army, Inc.

__________________________
By: _______________________
Its: _____________________
Guidelines for Nampa Shares and Cares:

The goal of 'Nampa Shares and Cares' is to assist households who meet established criteria and guidelines with the following assistance for water/sewer service.

1. Payment of a City of Nampa utility account billing of up to two (2) months.
2. Assistance per household not to exceed $150 in a 24-month period (2 years).
3. Assistance will be in the form of a credit on the applicant's account upon electronic communication to Nampa's Utility Billing by Salvation Army. No checks or cash will be issued directly to a customer.
4. Assistance can only be used for the eligible bill amount, not for late fees. Utility billing already has a policy allowing late fees except after hours and pulled meter fees to be waived once per year.

Determining factors for assistance: Due to the limited total funds available assistance is not guaranteed, even to those applicants who meet the requirements for eligibility. Utility Billing will refer customers needing assistance to The Salvation Army, Inc. if they met the following requirements:

1. The applicant's utility account must be in the name of the applicant.
2. The applicant's utility account must be a non-commercial account with water service.
3. The applicant's account must be clear of any meter pull penalties.
4. The applicant's water consumption must be evaluated to identify potential leaks.

The Salvation Army, Inc. shall determine whether each particular applicant is eligible to receive assistance, based on the following criteria:

1. The applicant's income level must be equal to or below 150% of the poverty level.
2. The applicant must not have received assistance through 'Nampa Shares and Cares' anytime during the previous 24 months.
3. The applicant must have been a residential customer with the City of Nampa
for at least 12 months at the time of the first credit.

Salvation Army will communicate directly to the City of Nampa Utility Billing with recommendations for customer credit. Credits will be given to qualifying customers on a first-come-first-served basis. If the assistance fund is depleted, eligible applicants will still be responsible for payment of their utility bill and all associated fees. Failure to pay will result in the utility service being shut off.

Note: The City reserves the right to void an approved application by Salvation Army should it be found that the applicant misled or provided false information on the application or was otherwise ineligible. The City will make the reversal decision known to the customer and Salvation Army. In addition, depending on the amount owed to the City, assistance does not guarantee that services will be restored to the customer.

Salvation Army will ask for the following information from customers who seek assistance through 'Nampa Shares and Cares':

- Name
- Address
- Date of Birth
- Gross Income

As adopted by City of Nampa: ______________________

As adopted by Salvation Army: ______________________
Guidelines for Nampa Shares and Cares – Age 62 and over:

The goal of 'Nampa Shares and Cares' is to assist households who meet established criteria and guidelines with the following assistance for water/sewer service.

1. Payment of a City of Nampa utility account billing of up to two (2) months.
2. Assistance per household not to exceed $120/year, applied in $10/month increments or $20 per billing cycle. Future annual credits will be considered by Utility Billing based on available funds.
3. Assistance will be in the form of a credit on the applicant's account upon electronic communication to Nampa's Utility Billing by Salvation Army. No checks or cash will be issued directly to a customer.
4. Assistance can only be used for the eligible bill amount not for late fees. Utility billing already has a policy allowing late fees except after hours and pulled meter fees to be waived once per year.

Determining factors for assistance: Due to the limited total funds available assistance is not guaranteed, even to those applicants who meet the requirements for eligibility. Utility Billing will refer customers needing assistance to The Salvation Army, Inc. if they met the following requirements:

1. The applicant's utility account must be in the name of the applicant.
2. The applicant's utility account must be a non-commercial account with water service.
3. The applicant's account must be clear of any meter pull penalties.
4. The applicant's water consumption must be evaluated to identify potential leaks.

The Salvation Army, Inc. shall determine whether each particular applicant is eligible to receive assistance, based on the following criteria:

1. The applicant must be 62 years of age or older.
2. The applicant's income level must be equal to or below 150% of the poverty level.

3. The applicant must not have received assistance through 'Nampa Shares and Cares' anytime during the previous 24 months.

4. The applicant must have been a residential customer with the City of Nampa for at least 12 months at the time of the first credit.

Salvation Army will communicate directly to the City of Nampa Utility Billing with recommendations for customer credit. Credits will be given to qualifying customers on a first-come-first-served basis. If the assistance fund is depleted, eligible applicants will still be responsible for payment of their utility bill and all associated fees. Failure to pay will result in the utility service being shut off.

Note: The City reserves the right to void an approved application by Salvation Army should it be found that the applicant misled or provided false information on the application or was otherwise ineligible. The City will make the reversal decision known to the customer and Salvation Army. In addition, depending on the amount owed to the City, assistance does not guarantee that services will be restored to the customer.

Salvation Army will ask for the following information from customers who seek assistance through 'Nampa Shares and Cares':

- Name
- Address
- Date of Birth
- Gross Income

As adopted by City of Nampa: __________________

As adopted by Salvation Army: __________________
RESOLUTION NO. _______

RESOLUTION AUTHORIZING THE EXECUTION OF CLOSING DOCUMENTS ON THE CITY’S PURCHASE OF THE REAL PROPERTY LOCATED AT 500 12TH AVE. SOUTH, NAMPA PURSUANT TO THAT CERTAIN PURCHASE AND SALE AGREEMENT WITH FIRST INTERSTATE BANK.

WHEREAS, the City of Nampa contracted to purchase the real property located at 500 12th Ave. South in Nampa pursuant to the terms of that certain Purchase and Sale and Exchange Agreement effective October 1, 2018; and

WHEREAS, Closing is scheduled to occur on or before June 30, 2019 at the offices of First American Title and will require the execution of various documents on behalf of the City of Nampa as buyer;

BE IT HEREBY RESOLVED by the Mayor and Council of the City of Nampa, Idaho, that Mayor Deborah Kling, or in the event of her absence or unavailability, Council President Bruce Skaug, are authorized to execute any and all closing documents or associated documents on behalf of the City necessary to close this transaction and acquire the real property mentioned above for and in the name of the City of Nampa, Idaho.

PASSED BY THE COUNCIL of the City of Nampa, Idaho this 17th day of June 2019.

APPROVED BY THE MAYOR of the City of Nampa, Idaho this 17th day of June 2019.

Approved

By __________________________
DEBORAH KLING, Mayor

ATTEST:

By __________________________
City Clerk or Deputy