

City of Nampa
Regular Council Meeting
July 5, 2016

REGULAR COUNCIL WILL START AT 6:30 P.M.
PUBLIC HEARINGS START AT 7:00 P.M.

Call to Order and Pledge to Flag

Invocation – Dan Swenson, Nampa LDS 2nd Ward

Roll Call

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.

Proposed Amendments to Agenda

Any Items Added Less Than 48 Hours Prior to the Meeting are Added by Council Motion at This Time

Consent Agenda

- 1) Minutes of the Regular Council Meeting of June 20, 2106; Airport Commission Meeting; Nampa Bicycle and Pedestrian Advisory Committee; Board of Appraisers Minutes of June 9, 2016; Planning & Zoning Commission Meeting; Library Board Meeting; IT Steering Committee Meeting;
- 2) Bills
- 3) The City Council Dispenses With the Three (3) Reading Rule of Idaho Code § 50-902 for all Ordinances
- 4) Final Plat Approvals
 - a) River Meadows Subdivision No. 4 (West Side of S Happy Valley Road, North of E Locust Lane)
 - b) Granite Basin Subdivision No. 4 (North Side of Lone Star Road)
 - c) East Florida Subdivision (1616 E Florida Avenue)
- 5) Authorize Public Hearings
 - a) Comp Plan Map Amendment at NE Corner of Madison Road and Ustick Road for Mark Hess
 - b) Rezone from IP and BC to IL at 415 N Kings Road for West Valley Construction
- 6) Authorize to Proceed With Bidding Process
 - a) Indian Creek Pathway Maintenance Project
 - b) Well 5 Upgrades Project
- 7) Monthly Cash Reports
- 8) Resolutions – Disposal of Property With Value Under \$1000.00
 - a) Police Department Vehicles
- 9) Licenses for 2016-2017 (All Licenses Subject to Police Approval):
- 10) Approval of Agenda

Communications

Valley Regional Transit – Kelli Fairless

Staff Communications

Staff Report – Michael Fuss

Unfinished Business

- 1) **Third Reading** of Ordinance Annexing and Zoning to RS 8.5, RS 12, and RS 18 for 178.41 acres at 8142 W Ustick Rd, 17535 Star Rd, 17547 Star Rd, and three parcels addressed as 0 Star Rd for Engineering Solutions, LLP representing Star Development, Inc. (**POSTPONED AT STAFF’S REQUEST DUE TO LACK OF DOCUMENTATION**)
- 2) **Third Reading** of Ordinance Annexing and Zoning to RMH for a 99-bed Skilled Nursing Facility at 820 and a Portion of 1002 N Happy Valley Rd for Zoke, LLC – Nate Hosac (**POSTPONED AT STAFF’S REQUEST**)
- 3) Second Reading of Ordinance Amending City Code Sections 3-7-1, 3-7-4, and Section 3-7-5 Pertaining to Development Impact Fees

- 4) First Reading of Ordinance Annexing and Zoning to RML for a Fourplex Development at 1910 Sunny Ridge Road for Gavin King
- 5) First Reading of Ordinance Annexing and Zoning to IH for a Headquarters and Warehousing for Fuel, Diesel, and Oil Distribution at 0, 9364, 9326, and 0 Cherry Lane for Zane Powell

New Business

- 1) Discussion of Council Decision on Valley Regional Transit Cuts
- 2) Resolution Disposing of Vehicles for the Police Department
- 3) Authorize the Rejection of all Bids and Republish an RFP for the Acquisition of Body Worn Cameras
- 4) Award Bid and Authorize Mayor to Sign Contract for the Midland Boulevard and Roosevelt Avenue Intersection Project With Hawkeye Builders, Inc.
- 5) Award Bid and Authorize Mayor to Sign Contract for the UPRR Overpass Deck Repairs (Kings Road & Amity Avenue) Project With Pro Tech Coatings, Inc.
- 6) Resolution Authorizing Mayor to Sign Cooperative Agreement With ITD for the I-84 Karcher Interchange Project
- 7) Authorize Mayor and Public Works Director to Sign Professional Services Agreement for Final Design of the I-84 Karcher Interchange Project With Parametrix
- 8) Approve and Authorize Public Works Director to Sign Deferral Agreement for Street Widening, Curb, Gutter and Sidewalk at 5480 Cherry Lane for Fellowship Baptist Church
- 9) Authorize Engineering to Proceed With the Formal Bid Process for the Pedestrian Improvements Near Skyview High School
- 10) Authorize Traffic Calming Pilot Program
- 11) Authorize Mayor and Public Works Director to Sign Task Order for Consultant Services With Brown and Caldwell for Nampa Wastewater Program 2017 Facility Plan
- 12) Authorize Sale of Four Portions of City Property Located at 1710 Middleton, Nampa, Idaho, to be Sold at Public Auction With Minimum Price Set for Parcel A at \$3,576.00, Parcel B at \$2,247.00, Parcel C at \$5,670.00 and Parcel D at \$285.00

Public Hearings

- 1) Matter of Sale via Public Auction of Real Property Located at 1710 Middleton Road, Nampa, Idaho, With Minimum Price Set for Parcel A at \$3,576.00, Parcel B at \$2,247.00, Parcel C at \$5,670.00 and Parcel D at \$285.00
- 2) Vacation of 7 Feet of the 12 Feet Easement on the East Side of 6866 E Roxi Cove Court for Caron Dennet, Representing Kevin Lloyd

Adjourn

Next Meeting

◆ **Regular Council at 6:30 p.m. – Monday, July 18, 2016 City Council Chambers**

Individuals, who require language interpretation or special assistance to accommodate physical, vision, hearing impairments, please contact the Planning Department at Nampa City Hall, (208) 468-5484.

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.

REGULAR COUNCIL

June 20, 2016

Mayor Henry called the meeting to order at 6:30 p.m.

Clerk made note that Councilmembers Skaug, Haverfield, Levi, White, Bruner, Raymond were present.

Mayor Henry amended the agenda by removing item #11 Wells 1 & 2 Demolition & Abandonment Project from new business.

MOVED by Haverfield and **SECONDED** by White to **approve the Consent Agenda with the above mentioned amendments; Regular Council Minutes of June 6, 2016; and Special Council Minutes of June 2, 2016 CDBG; and Bicycle and Pedestrian Advisory Committee Minutes; Board of Appraisers Minutes; and Airport Commission Minutes of May 19, 2016; Planning & Zoning Commission Minutes; Library Commission Minutes; IT Steering Committee Minutes; department reports, bills paid; The City Council dispenses with the three (3) reading rule of Idaho Code § 50-902 for all ordinances; final and preliminary plat approvals: 1) None; and authorize the following public hearings: 1) None; Approve the following agreements: 1) None; Authorization to Proceed with the Bidding Process: 1) 2016 CDBG Sidewalk & Tree Placement Project; 2) FY16 Pavement Markings & Sign Installment Project; 3) Storm Water Repairs – Taffy Drive at Carmel Court and 67 Peppermint Project; 4) Zone B Pipe Repairs – CIPP Project; Monthly Cash Report; Resolutions – *Disposal of Property with Value Under \$1,000.00*: 1) Wastewater Division – Lift Station No. 19 Pump; Open Public Comment Period for Program Year 2016 CDBG Action Plan as of June 27; Bid Awards – Ford Idaho Center Parking Improvements Phase 3A & 3B; and 2015-2016 Licenses: (all licenses subject to police approval): Canyon Creek Restaurant, 1411 Shilo Drive, on-premise beer, wine and liquor; approval of the agenda. The Mayor asked for a roll call vote with all Councilmembers present voting YES. The Mayor declared the**

MOTION CARRIED

Public Works Director Michael Fuss presented a staff report to update the council on current projects as follows:

Update to 2016 Street Division Chip Sealing Campaign – Major chip sealing in Zone A1 and Zone A2 is well underway. It is estimated that chip sealing is about 65% complete for the season. The following roads have been completed: Franklin Boulevard, Elm Lane, Prescott Lane, Cherry Lane, Birch Lane, 11th Avenue North, East Karcher Road, North 20th Street and Fargo Road. Chip sealing was suspended the week of June 13 due to low temperatures. Crews will resume chip sealing operations on Monday, June 20, with estimated completion scheduled for June 22. Crews have begun and will continue sweeping excess chips with an estimated completion date of June 30. Fog sealing will commence on July 5, in approximately the same order of Zone A chip sealing. July 28 is the estimated completion date for thermoplastic application and paint striping. 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, street and traffic requests will be delayed until after completion, with the exception of an emergency.

Regular Council
June 20, 2016

Wastewater Program Phase I Upgrades Project A Construction Update – City Council has requested updates on the progress of the Phase I Upgrades Project Group A. City staff and the Wastewater Program Management Team (WPMT) have been diligently tracking this project since construction started in early June 2015.

Project Status

Since issuance of Notice to Proceed there has been considerable progress on Project Group A:

- Notice to Proceed issued June 2, 2015
- The Contract Time Completed is currently at 42%
- The Contract Work Completed is currently at 49%

Key activities and milestones achieved since the update to City Council on April 18, 2016 include:

- Backfilling around the Primary Effluent Pump Station (PEPS) structure is complete
- Three large Primary Effluent Pumps have been installed at the site and are undergoing startup activities, which will include a five-day clean water test and a 15-day performance test
- PEPS Electrical Building was completed. This building houses the electrical systems required for PEPS operation
- Retrofits to Aeration Basin 2 that will enable phosphorus removal are in progress, including the installation of a new baffle wall and air diffusers
- Submitted 493 submittals since the Beginning of Project: Technical submittals, as well as information required for compliance to the City's State Revolving Fund (SRF) Loan with the Idaho Department of Environmental Quality (IDEQ) have been received. Staff and the WPMT strive to respond to submittals as quickly as possible. Average response time is currently 17 days

Based on the current project schedule, the following are the major work items expected to be completed in the near future:

- PEPS start up is currently scheduled for June 2016
- Retrofits to Aeration Basin 2 are anticipated to be completed in July
- Retrofits to Aeration Basin 1 will start following Aeration Basin 2 completion

The following photos show the progression of work at the site:



Figure 1 Installation of Primary Effluent Pumps



Figure 2 – Installation of Aeration Diffusers in Aeration Basin 2

Regular Council
June 20, 2016

Financial Report

The following table shows current financials for Phase I Upgrades Project Group A:

| | Original Budget | Current Budget | Change Order Rate | Spent | Percent Spent |
|-------------------------------------|-----------------|----------------|-------------------|-------------|---------------|
| Project Group A – Ewing | \$12,494,000 | \$12,675,919 | 1.45% | \$6,183,799 | 49% |
| Phase I Upgrades Contingency | \$1,500,000 | \$1,318,081 | N/A | N/A | N/A |
| TOTAL | \$13,994,000 | \$13,994,000 | N/A | \$6,183,799 | 46% |

Pretreatment Program Prepares for New Wastewater Permit: On the day of this report, a PowerPoint presentation will be provided outlining the Wastewater Division Pretreatment Program’s preparation for the new National Pollutant Discharge Elimination System (NPDES) permit for the City’s wastewater treatment facility.

The third reading of the following Ordinance was postponed due to lack of supporting documentation.

AN ORDINANCE DETERMINING THAT CERTAIN LANDS, COMMONLY KNOWN AS 8142 W. USTICK ROAD, 17535 STAR ROAD, 17547 STAR ROAD, AND THREE PARCELS ADDRESSED MUTUALLY AS 0 STAR ROAD, NAMPA, IDAHO, COMPRISING A TOTAL OF APPROXIMATELY 190.37 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, WITH APPROXIMATELY 5.35 ACRES BEING PART OF THE RS 18 (SINGLE FAMILY RESIDENTIAL – WITH A “REQUIRED PROPERTY AREA” OF AT LEAST 18,000 SQUARE FEET) ZONE, 6.61 ACRES BEING PART OF THE RS-12 (SINGLE FAMILY RESIDENTIAL – WITH A “REQUIRED PROPERTY AREA” OF AT LEAST 12,000 SQUARE FEET) ZONE, AND APPROXIMATELY 178.41 ACRES BEING PART OF THE RS 8.5 (SINGLE FAMILY RESIDENTIAL – WITH A “REQUIRED PROPERTY AREA” OF AT LEAST 8,500 SQUARE FEET) 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; 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

Regular Council
June 20, 2016

TO IDAHO CODE, SECTION 63-215. (Applicant Engineering Solutions representing Star Development Inc.)

The third reading of the following Ordinance was postponed at the request of staff.

AN ORDINANCE DETERMINING THAT CERTAIN LANDS, COMMONLY KNOWN AS **820 AND A PORTION OF 1002 N. HAPPY VALLEY ROAD**, NAMPA, IDAHO, COMPRISING APPROXIMATELY **4.536 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 **RMH (MULTIPLE-FAMILY 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; 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 Zoke, LLC – Nate Hosac)

The following Ordinance was read by title:

AN ORDINANCE OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO, VACATING A PORTION OF THE RIGHT-OF-WAY AT THE NORTHEAST CORNER OF SOUTH MIDLAND BLVD. AND LAKE LOWELL AVE., IN THE CITY OF NAMPA, IDAHO, AND DIRECTING THE CITY ENGINEER TO ALTER THE USE AND AREA MAP ACCORDINGLY; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS AND PARTS THEREOF IN CONFLICT HEREWITH. (Public Works Department)

The Mayor declared this the first reading.

The Mayor presented a request to pass this ordinance under suspension of rules.

MOVED by Haverfield and **SECONDED** by Raymond to **pass** the preceding ordinance under suspension of rules and the Summary of Publication. The Mayor asked for a roll call vote with all councilmembers present voting **YES** The Mayor declared the ordinance duly passed, numbered it **4262** and directed the clerk to record it as required.

Regular Council
June 20, 2016

The following Ordinance was read by title:

AN ORDINANCE OF THE CITY OF NAMPA, IDAHO, TO PROVIDE IH (HEAVY INDUSTRIAL) ZONE DESIGNATION FOR CERTAIN PREVIOUSLY UNZONED LANDS, COMPRISING APPROXIMATELY 37.61 ACRES, MORE OR LESS, AND TO PROVIDE IL (LIGHT INDUSTRIAL) ZONE DESIGNATION FOR CERTAIN PREVIOUSLY UNZONED LANDS, COMPRISING APPROXIMATELY 24.64 ACRES, MORE OR LESS, SAID LANDS COMMONLY AND COLLECTIVELY BEING KNOWN AS 100, 212, 300, 310, 360 AND 0 W. RAILROAD STREET, NAMPA, IDAHO; DETERMINING THAT SAID ZONING IS IN THE BEST INTEREST OF THE CITIZENS AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF NAMPA, IDAHO; ZONING SAID PROPERTY FROM UNZONED TO IH (HEAVY INDUSTRIAL) AND IL (LIGHT INDUSTRIAL); PROVIDING FOR RECORDATION; INSTRUCTING THE PLANNING DIRECTOR AND/OR CITY ENGINEER TO DESIGNATE SAID PROPERTY AS IH (HEAVY INDUSTRIAL) AND IL (LIGHT INDUSTRIAL) ON THE OFFICIAL ZONING MAP AND OTHER AREA MAPS OF THE CITY; PROVIDING FOR AN EFFECTIVE DATE; AND REPEALING ALL ORDINANCES, RULES AND REGULATIONS, AND PARTS THEREOF, IN CONFLICT HEREWITH. (Public Works Department)

The Mayor declared this the first reading.

The Mayor presented a request to pass this ordinance under suspension of rules.

MOVED by Haverfield and **SECONDED** by Raymond to **pass** the preceding ordinance under suspension of rules and the Summary of Publication. The Mayor asked for a roll call vote with all councilmembers present voting **YES** The Mayor declared the ordinance duly passed, numbered it **4263** and directed the clerk to record it as required.

Mayor Henry presented a request to **authorize appointment** of **David Beverly** to the **Airport Commission**, Term to Expire 12/31/2017.

MOVED by Haverfield and **SECONDED** by Skaug to **approve** the **appointment** of **David Beverly** to the **Airport Commission**, Term to Expire 12/31/2017. The Mayor asked all in favor say aye with all Councilmembers present voting **AYE**. The Mayor declared the **MOTION CARRIED**

Mayor Henry presented a request for **Program Year 2016 CDBG Allocation Decision**.

Economic Development Analyst, Jaron Bryan presented a staff report explaining that the City of Nampa receives Community Development Block Grant Fund every year from the federal government

Regular Council
June 20, 2016

to be used for community development in our city, most specifically to develop and sustain resources that benefit low and moderate income persons and to aid in the prevention or elimination of slums or blight.

Background:

Thirteen applications were presented to the Council on June 2nd at which time each applicant was able to present their project. The proposed projects are divided into three categories: Administration/Planning, Public Services and Housing/Community Development.

Limits to allocation:

- Federal regulations mandate that we are able to allocate a **maximum** of 20% of our entitlement funds to Administration & Planning.
- Federal regulations mandate that we are able to allocate a **maximum** of 15% of our entitlement funds to Public Service.
- The Council adopted City of Nampa Application Guidelines for program year 2016 which states:
 - No more than 4 Public Service subrecipients (non-city sponsored projects) would be funded; and
 - If a funded public service applicant generates program income the city would limit the allocation to public service to 13%. This equates to: \$112,264 (15%) or \$97,295 (13%) for public service projects.
 - After staff calculations of the submitted applications the Review Committee recommends City Council motion for an amendment the guidelines to allow up to 14% (\$104,779) of the CDBG funds to be allocated to Public Service projects as the City would be within the regulations.
- Federal regulations mandate the limit of funds EXPENDED within the downtown district to no more than 30% over a cumulative three year period. Program Year 2016 is the final year of the current 3-year period. With the existing expenditures in downtown there is limited room for additional funds to be expended in Program Year 2016. Taking into consideration existing downtown projects, with an assumption of 100% expenditure, and if all other projects stay on track the City will need to limit the amount of additional CDBG funds expended in Downtown to not more than \$100,000. The Downtown Pedestrian Improvements would be expended within this three year period; the Downtown Historic Facades would not as staff experience shows that it takes two years for a Façade to complete and reimbursed with CDBG. CDBG staff and the Review Committee recommend that the Downtown Pedestrian Improvements not be funded during Program Year 2016 for this reason.

Application Changes since Submission:

Creekbridge Apartments: Due to floodplain issues with original site the applicant has identified alternative site location in Downtown Nampa with a 4 story mixed-income, mixed-income

Regular Council
June 20, 2016

development. The first floor would be commercial/retail with the upper floors for residential use. Please see attached summary from applicant. As a result of the drastic change to the project I have asked this applicant to attend the meeting on June 20th in case there are specific questions that cannot be answered by staff.

Old Nampa Pedestrian Ramp Improvements: If additional funding was awarded the project would impact additional corners in the Old Nampa District. The boundaries from which the additional corners would be selected include:

Recommendations for Funding:

A matrix that sums up all of the project requests and any comments or issues the review committee had with the applications is attached. HUD has asked us to provide you with a funding recommendation and this has been included. The total amount of funds available for all projects after Administration Set Aside is \$599,062.

| | | |
|--|---|---------------|
| HUD Entitlement is: | \$ 748,427.00 | |
| Admin: | \$ 149,365.00 | |
| Total available for Projects (including PS): | \$ 599,062.00 | |
| PS Funding Recommendation at 14% Cap: | \$ 104,779.00 | |
| Total Available for Housing/Community Development Projects = | <table border="1"><tr><td>\$ 494,283.00</td></tr></table> | \$ 494,283.00 |
| \$ 494,283.00 | | |

Administration & Planning: City Staff requested \$320 less than the maximum available for Administration to account for the pro-rata share of expected funds from the Landlord Training/Fair Housing event. This is to insure the City is in compliance with the 20% cap.

Public Service: The Review Committee recommends Council amend the Program Year 2016 guidelines to allow up to 14% of the allocation to be awarded to public service applicants. All options presented by the review committee identify Public Services projects to be funding with the 14% cap. CDBG staff has provided an option at the 13% cap for illustrative purposes and was not the recommendation of the review committee.

Housing/Community Development: In this category, 3 options are identified for your consideration by the review committee & CDBG staff. Total funding allocated by Council in the Public Service category may alter the actual amount of funding available for Housing/Community Development projects. All Options are based upon the assumption of the Brush Up Nampa Program's continued funding under General Fund for hard costs. Brush Up Nampa cannot occur without city general funds obligation for the purchase of the paint and supplies.

Regular Council
June 20, 2016

At the Council Meeting on June 20th, you will be asked to allocate the funding for the 2016 program year. A 30 day public comment period will follow starting on June 27th. The adoption of the Program Year 2016 CDBG Annual Action Plan will occur during a Public Hearing on August 1.

If you have any questions prior to the Council Meeting, please do not hesitate to contact Jennifer Yost at 468-5419.

Proposed Motion: Amend the Program Year 2016 guidelines to state: if a public service application is funded that generates program income the city will limit the allocation to public service to 14% (\$104,799).

Proposed Motion: Allocate CDBG funds for the Program Year 2016 as outlined in Option 1 for public services and Housing/Community Development.

Creekbridge Apartment Change Summary:

Proposal Description:

The Proposal is for the acquisition of a to be determined site and the demolition of existing improvements thereon for the new construction of a mixed-use mixed-income building consisting of fifty one (51) apartment units, fifty (50) rental apartment units (without age restrictions), and one (1) management staff apartment unit, approximately 55,000 square feet of residential space, and approximately 10,000 square feet of ground level retail/commercial space. The fifty (50) rental apartment units consist of thirteen (13) unrestricted market rate units, thirty seven (37) rent and income restricted affordable rental units, and of the 55,000 square feet of residential space approximately 15,000 square feet will be common community space containing a management office, laundry and exercise facilities, interior hallways, a kitchenette, and covered patio/plaza areas. There will be twenty one (21) one (1) bedroom units, twenty one (21) two (2) bedroom units, and ten (10) three (3) bedroom units, subject to final design. Parking will be on-site with between fifty (50) to sixty five (65) parking stalls, subject to final design. The initial conception is for four (4) stories, with three (3) stories of residential, and ground level retail/commercial space; however, subject to final design, our due diligence, and our feasibility review we are open to exploring adding a fifth floor, which would add additional retail/commercial space and/or common area space.

Income and Rent Targeting:

One (1) 30% AMI Unit - \$301 month rent* – \$13,110 to \$18,720 annual income limit**
Two (2) 40% AMI Unit - \$418 to \$578 month rent – \$17,480 to \$24,960 annual income limit
Three (3) 45% AMI Unit - \$477 to \$659 month rent – \$19,665 to \$28,080 annual income limit
Five (5) 50% AMI Unit - \$535 to \$740 month rent – \$21,850 to \$31,200 annual income limit
Twenty six (26) 60% AMI Unit - \$652 to \$902 month rent – \$26,220 to \$37,440 annual income limit
Thirteen (13) Market Rate Unit – TBD month rent – no annual income limit
One (1) Management Staff Unit

Regular Council
June 20, 2016

Fifty one (51) Total Units

**the month rent figures above is the assumed tenant based rent, and for the range given in the above analysis the lower number is for a one (1) bedroom unit and the higher number is for a three (3) bedroom unit.*

***the annual income limit is subject to household size, so for the above analysis the lower number is for a one person household and the higher number is for a four person household.*

Commercial Space:

The Proposal will consist of approximately 10,000 square feet of ground level retail/commercial space. Depending on the approved tenants this space may be used for retail, office, and/or restaurant purposes.

Proposal Budget and Sources of Funds:

The Proposal total costs are estimated at \$10,500,000, consisting of \$6,800,000 in construction costs, and \$3,700,000 in acquisition, soft costs, and reserves. The sources of financing will consist of approximately \$8,480,000 in tax credit equity, \$2,000,000 in permanent financing, and the \$20,000 requested from the City of Nampa in CDBG funds.

MOVED by Skaug and **SECONDED** by Bruner to amend the Program Year 2016 guidelines to state: if a public service application is funded that the generates program income the City will limit the allocation to public service to 14% and to approve option one – CDBG Administration \$149,365.00; Salvation Army' Shelter \$40,000.00; CATCH of Canyon County \$20,000.00; Meals on Wheels, \$25,000.00; ERMA – Jesse Tree \$19,779.00; Brush Up Nampa Admin – City \$15,000.00; Housing Repair Loan Program – City \$145,000.00; Creekbridge Apartments \$20,000.00; Colorado Gardens \$30,000.00; ADA Improvements to Park – City \$35,200.00; 2017 CDBG Old Nampa Ped Improvements – City \$180,000.00; 3237456602 – City \$69,083.00. The Mayor asked for a roll call vote with Councilmembers Haverfield, Levi, White, Bruner, Skaug voting **YES**. Councilmember Raymond voting **NO**. The Mayor declared the

MOTION CARRIED

Mayor Henry opened a **public hearing** for **Development Impact Fees**.

Anne Westcott presented a staff report explaining that it has been about 18 months since we started this impact fee process, which only means that we have been intentional and taken our time and made sure that we have a lot of collaboration in the process.

Since we first began we have been working with the Development Impact Fee Advisory Committee which are members of the development, construction community. We have meet with staff and have gone through several iterations, we have met with Vikki to make sure that we did have money on the City side to facilitate the capital improvement plans. Then we did come

Regular Council
June 20, 2016

and brief you in February about the draft report and there were some minor changes made and you authorized me to go forward with a public hearing with the Planning and Zoning Commission they were asked to amend the comp plan with these capital improvement plans. That was a two hour conversation, it was very meaningful we did have a great discussion and they did in the end vote to amend the comp plan. So according to statute the next step is to come to Council for a public hearing.

What are impact fees?

Fees paid by new development projects as a condition of permit approval to support infrastructure needed to serve the proposed development.

Fees are calculated to cover a proportionate share of the capital cost for that infrastructure.

Cannot be used to cure deficiencies, or pay for operating expenses.

When are Impact Fees a Good Option to Consider?

When new growth is putting stress on the city's ability to continue to provide the current level of city services

When capital infrastructure needed to support new development cannot be funded through existing revenue sources

When exactions are not fairly recovering the cost of new capital needed for development, or exaction negotiations are inconsistent

When existing residents and businesses believe that growth might not be "paying its own way."

Policy Questions?

What is our current level of service? Do we want to continue the current level of service?

Who should pay for the capital necessary to continue this level of service for new growth? New development? Existing taxpayers? Both?

Will charging impact fees impact economic development, affordable housing?

Nampa's Impact Fee History

- Fees first adopted around 2003-2004; methodology was overly cumbersome, numerous appeals
- Galena/BBC updated parks, streets, fire and police CIP and impact fees in 2006 and again in 2009

Regular Council
June 20, 2016

- Streets fees were only collecting intersections and bridges, as transportation master plan/CIP had not been completed
- Transportation Plan completed in 2012; Galena updated streets impact fees. New fees not adopted as growth was uncertain, and General Fund was unable to commit its portion of resources to fund the infrastructure.
- All fees must be updated now per State Statute based on updated growth estimates, capital plans and costs

Three Types of Capital Spending

Not all capital costs are associated with growth:

1. Repair and replacement of facilities (i.e., standard periodic investment in existing facilities such as replacing a leaky fire station roof). These costs are not impact fee eligible;
2. Betterment of facilities, or implementation of new services (e.g., development of a fire training center for the first time). These costs are generally not entirely impact fee eligible; and
3. Expansion of facilities to accommodate new development (e.g., construction and equipping of new fire stations in growth areas). These costs are impact fee eligible.

Methodology

Numerator: what you need to build or buy to support future growth (what we need to build or buy in order to ensure that as we grow our service levels do not erode or degrade)

÷

Denominator: who is coming (# of residential units/non-residential square feet)

=

Full Cost Recovery Impact Fee per unit

Comparison to Current Investment of existing Development

As a double check, we compare the impact fee to the amount each current residential unit and non-residential square foot has already “paid in” to the City’s capital assets.

If we are asking new development to pay more than existing development has paid, we need to further review.

Most likely new development will be asked to pay less than existing development as existing development may have paid for some future capacity

Regular Council
June 20, 2016

| | 2015 | 2025 | Net Growth | Annual Growth Rate |
|------------|--------|--------|------------|--------------------|
| Population | 84,821 | 97,301 | 12,480 | 1.5% |

Source: COMPASS

With the advisory committee blessing and based on data from COMPASS we are expected to grow about 1 ½ % per year, pretty conservative but better than maybe it has been in the past couple of years, we are not being too exciting in our growth projections.

| | 2015 | 2025 | Net Growth | Net Growth in Square Feet ⁽¹⁾ | Percent of Total Growth in SF |
|---------------------------------|------------|------------|------------|--|-------------------------------|
| Population | 84,821 | 97,301 | 12,480 | | |
| Residential (in units) | 29,458 | 34,553 | 5,095 | 7,934,015 | 83% |
| Single-Family | 25,039 | 28,679 | 3,640 | 6,624,236 | 69% |
| Multi-Family | 4,419 | 5,874 | 1,455 | 1,309,779 | 14% |
| Nonresidential (in square feet) | 10,248,776 | 11,894,123 | 1,645,347 | 1,645,347 | 17% |
| Retail | 4,406,974 | 5,229,647 | 822,673 | 822,673 | 9% |
| Office | 1,434,829 | 1,763,898 | 329,069 | 329,069 | 3% |
| Industrial | 4,406,974 | 4,900,578 | 493,604 | 493,604 | 5% |
| Total Square Footage Growth = | | | | 9,579,362 | 100% |

| Type of Capital Infrastructure | CIP Value | Nampa Portion | Growth Portion | Amount to Include in Fees | Amount from Other Sources | Amount from Fire District |
|--|---------------------|---------------|----------------|---------------------------|---------------------------|---------------------------|
| Facilities | | | | | | |
| Fire Station #6 | \$ 900,000 | 100% | 100% | \$ 900,000 | \$ - | |
| Vehicles | | | | | | |
| 1 Engine for Fire Station #6 | \$ 425,000 | 84% | 100% | \$ 357,000 | 0 | \$ 68,000 |
| Additional Truck for growth citywide (station TBD) | \$ 750,000 | 84% | 50% | \$ 315,000 | 0 | \$ 435,000 |
| Growth related support vehicles | \$ 228,000 | 84% | 100% | \$ 191,520 | 0 | \$ 36,480 |
| Scheduled apparatus/vehicle replacement | \$ 4,354,000 | 100% | 0% | \$ - | \$ 4,354,000 | |
| Equipment | | | | | | |
| SCBA Replacement | \$ 400,000 | 100% | 0% | \$ - | \$ 400,000 | |
| Station #1 Air Compressor | \$ 45,000 | 100% | 0% | \$ - | \$ 45,000 | |
| 1 additional Cardiac Monitor | \$ 23,000 | 100% | 100% | \$ 23,000 | \$ - | |
| Cardiac Monitor Replacement - 1 per year | \$ 252,500 | 100% | 0% | \$ - | \$ 252,500 | |
| Growth-Related Research - Standard of Cover | \$ 40,000 | 100% | 100% | \$ 40,000 | \$ - | |
| | \$ 7,417,500 | | | \$ 1,828,520 | | |
| Plus Impact Fee Study | \$ 6,188 | 100% | 100% | \$ 6,188 | \$ - | |
| Minus Impact Fee Fund Balance | 695,729 | | | \$ 695,729 | | |
| TOTAL GROWTH RELATED CIP | \$ 6,727,959 | | | \$ 1,136,979 | \$ 5,051,500 | \$ 539,480 |

Regular Council
June 20, 2016

Fire Impact Fee Calculation

The capital improvement plan had now been amended into your comp plan that indicated that the fire department over ten years does intend to have station 6 built and would require an engine to go with it. (There are some pieces of smaller equipment that are impact fee eligible and we also with your agreement put in a standard to cover exercise so the fire department can go on from their master planning exercise and really start to evaluate where station should be in the future especially as they look at quick response vehicles and EMS vehicles.)

| Impact Fee Calculation - City Limits | |
|--|-------------|
| Amount to Include in Fee Calculation | \$1,136,979 |
| Distribution of Future Land Use Growth | |
| Residential | 83% |
| Nonresidential | 17% |
| Future Assets by Land Use | |
| Residential | \$ 941,692 |
| Nonresidential | \$ 193,286 |
| Future Land Use Growth | |
| Residential | 5,095 |
| Nonresidential | 1,645,347 |
| Impact Fee per Unit | |
| Residential | \$ 185 |
| Nonresidential | \$ 0.12 |

Current Investment
\$ 506
\$ 0.30

Current Fees **\$\$ Change**
\$ 212 \$ (27)
\$ 0.10 \$ 0.02

Police 10 year Capital Improvement Plan

| Type of Capital Infrastructure | Square Footage | CIP Value | Growth Portion | Amount to Include in Fees | Amount from Other Sources |
|---|----------------|---------------------|----------------|---------------------------|---------------------------|
| Facilities | | | | | |
| Space for 17 additional officers needed to support growth | | \$ 2,158,032 | 100% | \$ 663,138 | \$ - |
| Vehicles | | | | | |
| TRT Bus Replacement | | \$ 50,000 | 0% | \$ - | \$ 50,000 |
| Negotiation Command Vehicle | | \$ 250,000 | 0% | \$ - | \$ 250,000 |
| Mobile Command Unit - additional for growth | | \$ 250,000 | 50% | \$ 125,000 | \$ 125,000 |
| Total Infrastructure | | \$ 2,708,032 | | \$ 788,138 | |
| Plus Impact Fee Study | | \$ 6,188 | 100% | \$ 6,188 | \$ - |
| Plus Standard of Cover Analysis | | \$ 25,000 | 50% | \$ 12,500 | \$ 12,500 |
| Minus Fund Balance | | \$ 806,825 | | \$ 806,825 | |
| TOTAL GROWTH RELATED CIP | | \$ 1,932,395 | | \$ - | \$ 437,500 |

Regular Council
June 20, 2016

This CIP reflects a decision on the part of the Mayor and Police Chief to absorb the growth-related space needs for 17 new officers within the current available space at a much lower cost than building new space, even though the cost to build new space is entirely impact fee eligible. The City will use remaining impact fee fund balance in the Police account and discontinue assessing impact fees for Police.

Police Impact Fee Calculation

| Impact Fee Calculation - City Limits Only | | | |
|---|-----------|----|---------------------------|
| Amount to Include in Fee Calculation | \$0 | | Current Investment |
| Distribution of Future Land Use Growth | | | |
| Residential | 83% | \$ | 496 |
| Nonresidential | 17% | \$ | 0.29 |
| Future Assets by Land Use | | | |
| Residential | \$ - | | |
| Nonresidential | \$ - | | |
| Future Land Use Growth | | | Current Fees |
| Residential | 5,095 | \$ | 283 |
| Nonresidential | 1,645,347 | \$ | 0.13 |
| Impact Fee per Unit | | | Change |
| Residential | \$ - | \$ | (283) |
| Nonresidential | \$ - | \$ | (0) |

| Type of Capital Infrastructure | CIP Value ⁽¹⁾ | Growth Portion | acres | Amount to Include in Fees | Amount from Other Sources |
|--|--------------------------|----------------|-------|---------------------------|---------------------------|
| New Park Acreage⁽¹⁾ | | | | | |
| 47 new park acres to continue level of service of 3.8 acres per 1,000 ⁽²⁾ | \$ 7,359,162 | 100% | 47 | \$ 7,359,162 | \$0 |
| 158 new park acres to improve level of service to 6 acres per 1,000 | \$ 34,286,030 | 0% | 218 | \$ - | \$34,286,030 |
| Parks Amenities | | | | | |
| 1 pool to serve new growth | \$ 2,000,000 | 100% | | \$ 2,000,000 | |
| 1 Skate park | \$ 200,000 | 18% | | \$ 32,040 | \$167,960 |
| Equipment and Vehicles | | | | | |
| Growth related equipment and vehicles | \$ 175,776 | 100% | | \$ 175,776 | |
| Non-growth related equipment and vehicles | \$ 818,934 | 0% | | \$ - | \$818,934 |
| Total Infrastructure | \$ 44,839,902 | | | \$ 9,566,978 | \$35,272,924 |
| Plus Cost of Fee-Related Research | | | | | |
| Impact Fee Study | \$ 6,618 | 100% | | \$ 6,618 | |
| Minus Existing Assets | | | | | |
| Fund Balance | \$ 2,010,589 | 100% | | \$ 2,010,589 | |
| Undeveloped Park Acreage (82 undeveloped acres * \$15,000/acre) | \$ 1,237,200 | 100% | | \$ 1,237,200 | |
| Grand Total | \$ 41,888,731 | | | \$ 6,325,807 | |

Regular Council
June 20, 2016

| Impact Fee Calculation | |
|---|--------------|
| Amount to Include in Fee Calculation ⁽¹⁾ | \$ 6,325,807 |
| Distribution of Future Land Use Growth ⁽²⁾ | |
| Residential | 100% |
| Nonresidential | 0% |
| Future Assets by Land Use | |
| Residential | \$ 6,325,807 |
| Nonresidential | \$ - |
| Future Land Use Growth ⁽²⁾ | |
| Residential | 5,085 |
| Nonresidential | - |
| Impact Fee per Unit | |
| Residential | \$ 1,242 |
| Nonresidential | \$ - |

Current Investment
\$ 2,756

Current Fees \$ 1,143
\$\$\$ Change \$ 99

So in parks we are saying in order to keep their level of service the same over ten years, we would need to acquire 47 acres. Those acres could be pathways or trails or traditional type parks and a swimming pool, and then growth related mowers, and trucks and things that would go along with new acreage.

| Type of Capital Infrastructure | CIP Value | Growth Portion | Amount to Include in Fees | Amount from Other Sources | Amount from ITD |
|---|----------------------|----------------|---------------------------|---------------------------|---------------------|
| Intersections | | | | | |
| Roosevelt and Midland | \$ 700,000 | 100% | \$ 700,000 | \$ - | \$ - |
| 7th Street South and 11th Avenue South | \$ 500,000 | 100% | \$ 500,000 | \$ - | \$ - |
| Garry Boulevard and Stamm Lane | \$ 1,280,982 | 100% | \$ 378,295 | \$ - | \$ 882,687 |
| Garry Boulevard and 39th Avenue North | \$ 1,100,000 | 55% | \$ 605,000 | \$ 495,000 | \$ - |
| Northside Boulevard and 4th Street North | \$ 848,000 | 100% | \$ 848,000 | \$ - | \$ - |
| Karcher Bypass and Midland Boulevard | \$ 2,088,090 | 100% | \$ 820,727 | \$ - | \$ 1,448,363 |
| Lake Lowell Avenue and Midland Boulevard | \$ 1,108,216 | 20% | \$ 221,243 | \$ 884,972 | \$ - |
| Karcher and Franklin Boulevard | \$ 1,672,307 | 47% | \$ 785,984 | \$ 886,323 | \$ - |
| Bridges and Culverts | | | | | |
| Franklin Boulevard (0.20 miles south of Ustick) | \$ 478,332 | 18% | \$ 85,730 | \$ 392,603 | \$ - |
| East Greenhurst (0.10 miles east of Southside) | \$ 604,004 | 61% | \$ 367,273 | \$ 236,731 | \$ - |
| East Victory Road (280 feet east of Sugar Street) | \$ 478,332 | 63% | \$ 301,328 | \$ 177,004 | \$ - |
| Ustick Road (55 feet east of Madison) | \$ 523,145 | 63% | \$ 327,331 | \$ 195,814 | \$ - |
| | \$ 11,340,409 | | \$ 5,740,911 | \$ 3,268,448 | \$ 2,331,051 |
| Plus Cost of Fee-Related Research | | | | | |
| City-Wide and Sub-Area Transportation Master Plan | \$ 500,000 | 100% | \$ 500,000 | \$ - | \$ - |
| TIS Model Development | \$ 150,000 | 100% | \$ 150,000 | \$ - | \$ - |
| Impact Fee Study | \$ 6,818 | 100% | \$ 6,818 | \$ - | \$ - |
| Minus Existing Assets | | | | | |
| Fund Balance | \$ 1,535,071 | 100% | \$ 1,535,071 | \$ - | \$ - |
| Grand Total | \$ 10,481,958 | | \$ 4,862,468 | \$ 3,268,448 | \$ 2,331,051 |

| Impact Fee Calculation | |
|---|-------------|
| Capital Improvement Plan Value | \$4,862,458 |
| Future Land Use Percentages | |
| Single Family | 28% |
| Multifamily | 7% |
| Retail | 60% |
| Office | 3% |
| Industrial | 1% |
| Allocated Value by Land Use Category | |
| Single Family | \$1,379,423 |
| Multifamily | \$341,964 |
| Retail | \$2,938,409 |
| Office | \$157,765 |
| Industrial | \$44,898 |
| 10-Year Growth from 2016 to 2025 | |
| Single Family (total dwelling units) | 3,640 |
| Multifamily (total dwelling units) | 1,455 |
| Retail (in square feet) | 822,673 |
| Office (in square feet) | 329,069 |
| Industrial (in square feet) | 493,604 |
| Impact Fee by Land Use (rounded) | |
| Single Family (per dwelling unit) | \$379 |
| Multifamily (per dwelling unit) | \$235 |
| Retail (per square foot) | \$3.57 |
| Office (per square foot) | \$0.48 |
| Industrial (per square foot) | \$0.09 |

| Land Use | New Development | Weighted Trip Generation Factor | Percent Distribution |
|------------------------------------|-----------------|---------------------------------|----------------------|
| Residential | | | |
| Single Family Units (*1.0) | 3,640 | 3,640 | 28% |
| Multi-Family Units (*0.62) | 1,455 | 902 | 7% |
| Nonresidential per 1,000 sf | | | |
| Retail (*9.42) | 823 | 7,753 | 60% |
| Office (*1.27) | 329 | 416 | 3% |
| Industrial (*0.24) | 494 | 118 | 1% |
| Total | | 12,830 | 100% |

| | Current Fees | \$\$ Change | % Change |
|----|--------------|-------------|----------|
| \$ | 605 | -\$226 | -37% |
| \$ | 372 | -\$137 | -37% |
| \$ | 1.78 | \$1.79 | 101% |
| \$ | 0.20 | \$0.28 | 140% |
| \$ | 0.14 | -\$0.05 | -35% |

Result of shift in land use

Streets we started with an excellent updated master planning process that the department had done and it showed us everything that needed to be taken care of and built in the next 20 years. We basically had to take those out because you can't afford them. What we have here is bridges and intersections, you are going to stay on track with bridges and intersections and I believe what this body communicate to the public and to me is that you are going to focus on maintaining your existing intra-structure as far as roadways was concerned.

Street fees will decrease for residential and increase for non-residential development. That was because the last time we did the report you had far more residential compared to non-residential in your community and in the last ten years you have really started to flip that with more commercial development so commercial takes a larger share of the pie of capital intra-structure. We shifted the burden of impact fees not off of residential but a little bit more toward non-residential.

Proposed Impact Fees

| Impact Fee | | Current Fees | | | |
|-------------------------|----------|--------------|-------|-----------------|------------------|
| Police Fees | | | | | |
| Residential | \$ - | \$ | 283 | | |
| Nonresidential | \$ - | \$ | 0.13 | | |
| Fire Fees | | | | | |
| Residential | \$ 185 | \$ | 212 | | |
| Nonresidential | \$ 0.12 | \$ | 0.10 | | |
| Parks Fees | | | | | |
| Residential | \$ 1,242 | \$ | 1,143 | | |
| Nonresidential | \$ - | \$ | - | | |
| Streets Fees | | | | | |
| Single-Family | \$ 379 | \$ | 605 | | |
| Multi-Family | \$ 235 | \$ | 372 | | |
| Retail | \$ 3.57 | \$ | 1.78 | | |
| Office | \$ 0.48 | \$ | 0.20 | | |
| Industrial | \$ 0.09 | \$ | 0.14 | | |
| TOTAL IMPACT FEE | | | | | |
| Single-Family | \$ 1,805 | \$ | 2,243 | % Change | \$ Change |
| Multi-Family | \$ 1,661 | \$ | 2,010 | -19% | \$ (437) |
| Retail | \$ 3.69 | \$ | 2.01 | -17% | \$ (348) |
| Office | \$ 0.60 | \$ | 0.43 | 83% | \$ 1.68 |
| Industrial | \$ 0.21 | \$ | 0.37 | 38% | \$ 0.16 |
| | | | | -44% | \$ (0.17) |

Regular Council
June 20, 2016

City's Obligation

| | Required | Discretionary | Total |
|--------------|---------------------|----------------------|----------------------|
| Police | \$ - | \$ 425,000 | \$ 425,000 |
| Fire | \$ - | \$ 5,051,500 | \$ 5,051,500 |
| Parks | \$ 167,960 | \$35,104,964 | \$ 35,272,924 |
| Streets | \$2,462,109 | \$0 | \$ 2,462,109 |
| TOTAL | \$ 2,630,070 | \$ 40,581,464 | \$ 43,211,533 |

vehicles
apparatus and equipment replacement
required: skate park; discretionary: LOS increase
plus \$800k in operating funds

\$ 263,006.98 ← Annual amount required over 10-year CIP period

Comparisons to Other Cities

FOR DISCUSSION PURPOSES ONLY

| | Nampa Current | Nampa Proposed | City of Caldwell | City of Boise/ACHD Current | City of Boise/ACHD Proposed | City of Meridian/ ACHD | City of Eagle |
|------------------------------------|------------------|-------------------|---------------------|----------------------------------|-----------------------------------|------------------------------|------------------|
| Police | | | | | | | |
| per Residential Unit | \$ 283 | \$ - | \$ 97 | \$ 151 | \$ 237 | \$ 136 | \$ - |
| per Non-Residential sf | \$ 0.13 | \$ - | \$ 0.02 | \$ 0.06 | \$ 0.20 | \$ 0.07 | \$ - |
| Fire | | | | | | | |
| per Residential Unit | \$ 212 | \$ 185 | \$ 517 | \$ 515 | \$ 606 | \$ 551 | \$ - |
| per Non-Residential sf | \$ 0.10 | \$ 0.12 | \$ 0.10 | \$ 0.21 | \$ 0.36 | \$ 0.29 | \$ - |
| Parks | | | | | | | |
| per residential unit | \$ 1,143 | \$ 1,242 | \$ 805 | \$ 1,178 * | \$ 1,390 | \$ 1,081 | \$ 1,333 |
| Streets | | | | | | | |
| per single-family residential unit | \$ 605 | \$ 379 | exacted | \$ 3,071 | \$ 3,071 | \$ 3,071 | \$ 3,071 |
| per multi-family residential unit | \$ 372 | \$ 235 | exacted | \$ 1,904 | \$ 1,904 | \$ 1,904 | \$ 1,904 |
| per retail sf | \$ 1.78 | \$ 3.57 | exacted | \$ 6.37 | \$ 6.37 | \$ 6.37 | \$ 6.37 ** |
| per office sf | \$ 0.20 | \$ 0.48 | exacted | \$ 1.27 | \$ 1.27 | \$ 1.27 | \$ 1.27 |
| per industrial sf | \$ 0.14 | \$ 0.09 | exacted | \$ 0.43 | \$ 0.43 | \$ 0.43 | \$ 0.43 |
| TOTAL | | | | | | | |
| per single-family residential unit | \$ 2,243 | \$ 1,805 | \$ 1,419 | \$ 4,915 | \$ 5,304 | \$ 4,839 | \$ 4,404 |
| per multi-family residential unit | \$ 2,010 | \$ 1,661 | \$ 1,419 | \$ 3,748 | \$ 4,137 | \$ 3,672 | \$ 3,237 |
| per retail sf | \$ 2.01 | \$ 3.69 | \$ 0.12 ^ | \$ 6.64 | \$ 6.94 | \$ 6.73 | \$ 6.37 |
| per office sf | \$ 0.43 | \$ 0.60 | \$ 0.12 ^ | \$ 1.54 | \$ 1.83 | \$ 1.63 | \$ 1.27 |
| per industrial sf | \$ 0.37 | \$ 0.21 | \$ 0.12 ^ | \$ 0.70 | \$ 0.99 | \$ 0.79 | \$ 0.43 |

* Boise parks fees are \$1,355 for SF, and range from \$805 to \$1,199 for MF
 ** ACHD fees for retail based on average of 30+ classifications
 ^ hard to compare; we do not know how much each developer pays in exactions

- Impact Fee Advisory Committee has unanimously recommended adoption of the proposed impact fees as outlined in this report.

Regular Council
June 20, 2016

- Mayor and City Council reviewed the impact fee report in February 2016 and requested the item proceed through the required public hearings.
- Planning and Zoning amended Nampa's Comprehensive Plan with the updated capital improvement projects on May 20, 2016 as required within the State impact fee statute.
- Final step in the adoption of updated impact fees is a public hearing at City Council scheduled June 20, 2016.

Also according to the advisory committee they are interested in having impact fees help with further sub area transportation master planning and a traffic impact study model development so all developers can use the same process and not keep having to hire a consultant to do a TIS for them.

If the Council decides to accept this proposal it is on the hook for \$2.6 million dollars over ten years. Your finance director has said yes we can afford to pay for that with tax revenues and our street fund fees.

Councilmember White asked questions concerning the money portion of the City.

Councilmember Raymond asked why we would not want to have an impact fee for police cars.

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

Mayor Henry explained that Council needs to decide if you are comfortable with the presentation and that we can close the public hearing or if we don't feel comfortable and we want to continue the public hearing for changes to be made. We will know that by entertaining a motion to close the public hearing. If that passes that means that we feel comfortable with the presentation and are ready to go forward.

Councilmember Haverfield had some questions on the increase in the retail sector vs the other increases.

MOVED by Raymond and **SECONDED** by Skaug to close the **public hearing**. The Mayor asked for a roll call vote with all Councilmembers present voting **YES**. The Mayor declared the **MOTION CARRIED**

Mayor Henry read the following statement - "The state law governing our adoption of impact fees is found at Idaho Code § 67-8206. Unlike most ordinances we adopt, where the three-reading rule can be waived, this statute requires that we read the ordinance governing impact fees on three separate occasions before it is adopted. Unless council feels the need for further deliberation, I would entertain a motion to **approve the "Capital Improvements Plan"** as

Regular Council
June 20, 2016

presented by staff, and to direct staff to **proceed forward with the first reading of the ordinance, which will be presented to you tonight**, and which will authorize imposition of the updated impact fees discussed tonight.”

MOVED by Skaug and **SECONDED** by Raymond to **approve the “Capital Improvements Plan”** as presented by staff, and to direct staff to **proceed forward with the first reading of the ordinance, which will be presented to you tonight**, and which will authorize imposition of the updated impact fees discussed tonight.” The Mayor asked for a roll call vote with all Councilmembers present voting **YES**. The Mayor declared the
MOTION CARRIED

Mayor Henry opened a **public hearing** for a matter of **Sale Via Public Auction** of Real Property Located at **1744 Garrity Boulevard**, Nampa, Idaho, With Minimum Price Set at \$34,000.00.

Michael Fuss presented the request and a staff report explaining that Idaho Code requirements have been satisfied to date to sell City owned property located at 1744 Garrity Boulevard (Parcel No. R1428551800).

On May 2, 2016, City Council declared property as underutilized and not used for public purposes and should be offered for sale; minimum price set at \$34,000.00.

City Clerk published summary of action taken and notice of public hearing of proposed sale in official newspaper 14 days before the date of public hearing.

After public hearing, and if passed by Council, property will be sold at public auction.

Notice of auction will be published in official newspaper 14 days before the sale of property. Notice of auction will be sent directly to adjacent property owners.

Public auction will be scheduled for Thursday, July 14, 2016, at 9:00 a.m. in City Council Chambers.

If no bids are received the City shall have the authority to sell the property as it deems is in the best interests of the City.

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

MOVED by White and **SECONDED** by Levi to **close the public hearing**. The Mayor asked all in favor to say **aye** with all Councilmembers present voting **AYE**. The Mayor declared the
MOTION CARRIED

Regular Council
June 20, 2016

MOVED by Haverfield and **SECONDED** by Bruner to authorize sale of 1744 Garrity Boulevard (Parcel No. R1428551800), Nampa, Idaho, to be sold at public auction with minimum price set at \$34,000.00. The Mayor asked for a roll call vote with all Councilmembers present voting **YES**. The Mayor declared the

MOTION CARRIED

Mayor Henry opened a **public hearing** for an **annexation and zoning** to RML for a fourplex development at **1910 Sunny Ridge Road** for Gavin King.

Mrs. King presented the request.

Councilmember White asked why the RML zone.

Planning and Zoning Director Robert Hobbs presented the request and a staff report explaining that the requested action is for annexation and zoning assignment of a RML zone o Of and upon certain land addressed as 1910 Sunny Ridge Road a 1.58 acre or 66,152 sq. ft. portion of Section 34, T3N, R2W, SE ¼ the N. 200.9' of the W. 330' of the NW ¼ of the SE ¼ of the Section 34, T3N, R2W, BM, Canyon County, Idaho) – hereinafter the “Property”... In order to facilitate construction/development of a four-plex development on the afore-captioned Property (hereinafter the “Project”)...

History: The Planning and Zoning Commission, during their regularly scheduled public hearing of May 24, 2016, voted to recommend to the City’s Council that they approve the above referenced request(s). The Commission made their [positive] recommendation 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:

2. That the Developer [shall] enter into a Development Agreement with the City of Nampa. The Agreement shall contain such conditions, terms, restrictions, representations, exhibits, acknowledgments and timelines as necessary to facilitate development of the Property as contemplated by the Developer and agreed to and conditioned by the City through its Council or executive departments or outside agencies properly involved in the

Regular Council
June 20, 2016

review of the Developer's request for the Property to be zoned RML. Inclusively, the Agreement shall contain any/the concept development plans proposed by virtue of this composite application submittal as accepted, or accepted with required changes, by the City's Council, and, shall incorporate standards appertaining to fencing, landscape buffering on the east side of the Property, preclusion of second story windows on the east side of those Project four-plexes proposed to abut existing single-family residences that in turn adjoin Fern street, and, such conditions as levied by City Engineering against the Project.

Annexation/(re)zoning Conclusions of Law

10-2-3 (C) Annexations and/or Rezones/Zoning assignments must be reasonably necessary, in the interest of the public, further promote the purposes of zoning, and be in agreement with the adopted Comprehensive Plan for the neighborhood.

Annexation/(Re)zoning Findings of Fact

Pertaining To The 1.58 Acres Of Land Requested To Be Annexed and Zoned RML, Staff Notes That It May Be Found:

- 1. Surrounding City Zoning:** That City RD zoned land adjoins the Property to the north, City RS 8.5 zoned land adjoins the Property to the east, that County zoned land adjoins the Property to the south, and, City RML zoned land adjoins the Property across Sunny Ridge Road to the west (see attached Vicinity Map); and,
- 2. Surrounding Land Uses:** That a two-unit townhouse development to the north, single-family detached residences/properties to the east and south, and, an apartment complex (Park Woods Apartments) to the west, adjoin the Property; and,
- 3. Reasonable:** That it may be variously argued that annexation of the Property is reasonable given that the Property is already located within the City of Nampa Impact Area in an area expanding with or expected to contain residential uses (including transitional varieties of the same); that an annexation pathway exists providing a chain of connectivity between land already in the City's limits and the Property so that a "shoe string" connection is not forced/caused by virtue of this application; that City utility and/or emergency services are, or may be made, available to the Property; that the Property is a large section of relatively flat open ground located in such a way as to be readily developed into a multiple-family residential development, the Property's position adjoining a multiple-family residential project to the west across Sunny Ridge Rd., the juxta-positioning of the Property against a right-of-way classified as an "arterial"; and,

4. **Public Interest:** That Nampa has determined that it is in the public interest to provide a variety of housing products for its citizens and acknowledges the marketing attempts and studies conducted by developers of housing suggesting demand for the same as well as suitable locations for such development – in accordance with City endorsed locations and densities. Expressions of that policy are made in Nampa’s adopted Comprehensive/Master Plan as well as embodied in its decisions to date regarding similar applications.

5. **Promotion of Zoning Purpose(s):** That one of the multiple purposes of zoning strives to ensure orderly, systematic development and patterns thereof which promote public health, safety and welfare. Included in the regulations therefore governing subdivision development are standards appertaining to housing density, building setbacks, building heights, provision of parking for housing, yard landscaping maintenance, street dimensions and composition standards, street lighting regulations, etc. We find that the Project proposed during a Conceptual Plan Review meeting held with City department representatives an orderly concept development plan – some details of the same to be expectedly presented hereafter during the Applicant’s presentation to the Commission and for which rudimentary concept layouts are herewith provided; and,

6. **Comprehensive Plan:** That the currently adopted (Feb. 2012) Comprehensive Plan Future Land Use Map designates the Property as being within, and suitable for, “Medium Density Residential” development. An area of “High Density Residential” is overlaid on land west of, and abutting, the Property. Land to the north, east and south of the Property is also established in a setting of “Medium Density Residential” use/density expectation or condition according to the currently adopted City Master Plan. According to the City’s Comprehensive Plan, the “Medium Density Residential” setting has been deemed as supporting, and being harmonious with, single-family residential zones’ allowed land uses and directly with City RS 6, RS 7 and RS 8.5 Zones’ allowed densities (dwelling units per acre – du/a); the Project proposes, as already noted, four-plexes, in a small count, multi-lot subdivision arrangement.

In the event that proposed density exceeds 9.0 du/a, the Applicant may, without needing to submit a comprehensive plan map amendment, make use of the westerly property’s “High Density Residential” setting to sanction the intended unit count.

The “High Density Residential” setting has been deemed as supporting of, and harmonious with, residential zones’ allowed land uses and directly with City RD [at the high end], RML and RMH allowed densities (all in excess of 9.0 dwelling units per acre)....

7. **Further, that:**

- a. The Property is currently within Canyon County's jurisdiction (zoned R-2 Medium Density?); and,
- b. 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 18, 2016] is hereafter attached to this report.
 1. City Engineering has no objection(s) concerning the annexation/zoning application, and has provided (a) recommended requirement(s) in the event that Property is annexed/zoned and the proposed Project entitled for development; and,
 2. City's Building Department has no objection to the Project and has provided (a) recommended requirement(s) in the event that Property is annexed/zoned and the proposed Project entitled for development; and,

Recommended Condition(s) of Approval

Should the City Council approve the requested Annexation and related proposed Zoning Assignment application(s), then Staff would suggest that the Council impose the following Condition(s) of Approval against the Development/Applicant as part of the Annexation/Zoning assignment's conditions set:

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:

2. That the Developer [shall] enter into a Development Agreement with the City of Nampa. The Agreement shall contain such conditions, terms, restrictions, representations, exhibits, acknowledgments and timelines as necessary to facilitate development of the Property as contemplated by the Developer and agreed to and conditioned by the City through its Council or executive departments or outside agencies properly involved in the review of the Developer's request for the Property to be zoned RML. Inclusively, the Agreement shall contain any/the concept development plans proposed by virtue of this

Regular Council
June 20, 2016

composite application submittal as accepted, or accepted with required changes, by the City's Council, and, shall incorporate standards appertaining to fencing, landscape buffering on the east side of the Property, preclusion of second story windows on the east side of those Project four-plexes proposed to abut existing single-family residences that in turn adjoin Fern street, and, such conditions as levied by City Engineering against the Project.

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

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

MOTION CARRIED

MOVED by Skaug and **SECONDED** by Levi to **annexation and zoning** to RML for a fourplex development at **1910 Sunny Ridge Road with staff conditions** and authorize the 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

Mayor Henry opened a **public hearing** for a **variance** to allow an 80' tall sign located at **1815 Madison** for Mike Helm, YESCO Outdoor Media.

Mike Helm, YESCO Outdoor, 1605 South Gramercy Road, Salt Lake City, UT presented the request.

Councilmembers asked questions of the applicant.

Robert Hobbs presented the request and a staff report explaining that the applicant Mike Helm on behalf of Yesco Outdoor Media is requesting a variance to Nampa City Code 10-23-20B (that limits the height of a free-standing sign [in this case a billboard] to 40' within an IL [Light Industrial] Zone) for property addressed as 1815 Madison (hereinafter the "Property") in Nampa (see attached Vicinity Map), The Applicant seeks Variance approval to allow an 80' tall sign on the above referenced Property in order to provide visibility of the same from I-84 commensurate with that afforded other signs allowed along the interstate with heights of 40'.

10-24-1: [VARIANCE] PURPOSE:

The council is empowered to grant variances in order 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 of the bulk or quantifiable 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 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, on the basis of 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.

Staff Findings And Discussion

I. Variance Introduction:

Variations are traditionally offered zoning tools used as remedies to seek jurisdictional waivers or reductions of quantifiable, measurable development code requirements (e.g., setbacks, property dimensions, height standards, min. or maximum quantities or sizes, etc.) with which compliance in a given situation could not be attained due to site constraints (such as unusual topography) inherent to a property, rather than being the result of an applicant's own action(s)/development desires. Normally, economic considerations or "self-imposed hardships" or predicaments are not qualifying grounds to support a Variance application or its approval. As noted in the planning text The Practice of Local Government Planning (ICMA, 1988, 2nd ed.),

"Many requests for variances are for minor bulk variances in existing neighborhoods: for example, expansions of patios or carports one or two feet into designated side-yard setbacks. On such matters the zoning board becomes a sort of neighborhood arbitration board, dealing with physical hardships. Although these hardships are rarely great, this should be weighed against the extent of the public sector's stake in the somewhat arbitrary determination that a 10-foot- side yard is superior to a 9-foot one."

In Nampa, in order to justify a Variance Permit request, an applicant is tasked with arguing successfully to the City's Council that there is some aspect of the Property that physically, topographically or based on code requirements puts them at a disadvantage in trying to accomplish what they wish in comparison to like properties, especially in the surrounding area.

If the Council believes that there is no real topographical hardship associated with a Variance application (e.g., a river, a highway or a mountain in the way, etc.), then left to the applicant is the opportunity to argue that there is a "unique site circumstance" sufficient to justify their request. In times past, Variance Permits have been issued on a case by case basis where a unique situation could be determined to exist that pertained to a Variance application. Thus, historical matters, errors by the City or County, demonstrated lack of knowledge concerning a code by an applicant or their contractor, common sense "solutioning", development precedent and a variety of other mitigating factors have been evaluated in conjunction with these kinds of applications for relief from quantifiable, measurable standards adopted as law via Nampa's zoning ordinance.

Council is at liberty to approve or deny a Variance. And, their vote should not necessarily be construed as setting precedent -- for nothing binds them to vote the same way twice other than their own perceptions and those of others that they may be concerned with. Still, consistency is a desirable goal when dealing with case by case Variance requests. As a Variance decision is a "quasi-judicial" matter, any vote to approve or deny should be accompanied by a reasoned

Regular Council
June 20, 2016

statement listing the rationale for the decision made. A vote to approve may be made contingent on an applicant's compliance with certain conditions. Variances have set life spans and may also be rescinded under particular circumstances.

II. This Application:

As Variance Permits have been used to provide opportunity for an applicant to seek relief from a dimensional or quantifiable, metric standard, this request was received to ask the Council to consider allowing an increased sign (billboard) height on the Property. Said Property is zoned as/for "light industrial" development. The City's sign code specifies that signs of the type desired by the Applicant shall be limited to 40' in height. The 40' height is measured from grade at the base of the sign to the top thereof, and is meant to advertise to an adjoining thoroughfare.

As this is a Variance request, it is the obligation of the Applicant to present such facts and persuasive arguments as to convince the Council that there exists some form of hardship or other unique site circumstance to justify issuance of the requested permit. The review criteria the Council is to use in assessing the application are those in bold font listed at the beginning of this report under the heading of "Applicable Regulations", "Actions" 1-5. Those criteria serve as the "Conclusions of Law" to be associated with this matter.

III. General, Abbreviated Findings:

1. The Property (legal description within City case file VAR 2196-16) made the subject of this Variance request is located within the incorporated limits of the City of Nampa; and,
2. The Applicant has a controlling interest in the proposed billboard and is authorized to represent the application associated with this report; and,
3. The Applicant proposes an increased height allowance (80' in lieu of 40') in conjunction with their intent to move a billboard from an adjoining parcel onto the Property; and,
4. As authorized and mandated according to Idaho statute, the City has adopted a comprehensive zoning ordinance that applies to all properties within the City's incorporated limits and, by limited form and fashion, to areas within its negotiated impact area; and,
5. The City's zoning ordinance requires that properties in the IL Zone comply with all relevant zoning code requirements appertaining thereto (including regulation of signs within said district); and,

6. That among IL zoning regulations, those properties in the City of Nampa that abut/adjoin I-84 (the interstate) may have 40' tall billboard signs with prescribed spacing, area, construction methodology, electronic message center controls, etc.) in part to: "ensure that signs are designed, constructed, installed and maintained to assure public and traffic safety", to, "allow adequate and effective signs without dominating the visual landscape", to, "protect and enhance economic viability of the city's commercial corridors by assuring aesthetic appeal to businesses and residents alike", and to, "to balance the needs of business with the desire to preserve and enhance the visual character of the city..." (N.C.C. § 10-23-1.A, C-E); and,
7. The Applicant seeks a Variance Permit from the City of Nampa in order to allow a proposed billboard (being relocated from another parcel) to be emplaced on the subject Property and rebuilt thereon to stand 80' in air, 40' higher than the sign code allows; and,
8. The Applicant has submitted to the City a complete Variance Permit Application together with the requisite fee, and the City has received the application; and,
9. The Variance Application is being processed in conjunction with procedures compliant with the Local Land Use Planning Act, and Nampa Zoning Ordinance standards appertaining to such an application type; and,
10. Variances, as a rule, are not to be issued simply for economic reasons or convenience; they "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,
11. Further, a statement has been provided that attempts to justify the Variance request as some type of topographical or other physical site hardship or "unique site circumstance" that restricts Property development or "build-out" or use of land as allowed to other City properties or as granted already to City properties developed and/or used in similar fashion to the business plan(s) of the Applicant; and,
12. Adjacent property owners [to the Property] have not provided comment regarding the application; and,
13. The City's Engineering Division has expressed that they are not opposed to the application; and,

14. The City's Building Department has expressed that they are not opposed to the application, and have provided requirements in the event the Variance is approved and a Sign Permit applied for by the Applicant(s); and,
15. The City's Code Enforcement Division has expressed that the Property has no notable code violations at the time of processing of the Variance; and,
16. No direct physical impact on the general public by this request is foreseen by virtue of this request were it approved (e.g., non-electronic billboard signs are commonly emplaced adjacent to interstates); and,
17. Other signs have received from time to time Variance approvals to allow increased areas or heights beyond code standards. A review of past files regarding Variances for sign height since 1980 revealed the following:

In 1989, the City Council approved a variance request for the Super 8 Motel at 624 Nampa Boulevard. Said request was for a sign oriented to the freeway and proposed to be 75' tall. Noted in the Staff report at the time was that,

“Other signs of similar height to that which is proposed have been allowed in the area by variance, due to freeway orientation. They are as follows:

Shilo - 80' high
Denny's - 80' high
Gem Fuel - 98' high (was 71' previously)”

In 1996, the City Council approved a Variance request for the Sleep Inn at 1315 Industrial Way. Said request was for a sign oriented to the freeway and proposed to be 65' tall. Noted in the Staff report at the time was that,

“Other signs of similar height to that which is proposed have been allowed at the Nampa Blvd. Exit by variance, primarily due to freeway orientation and the lower grade of the sign in reference the interstate elevation.... Freeway oriented businesses should be allowed signs higher than 40'. At one time the sign code gave the building official the discretion to grant higher sign heights.... I don't believe the ordinance should be amended as all businesses along the interstate don't require higher signs, only those directly oriented to the needs of travelers.”

In 1997, the City Council approved a Variance request for the Inn America at 130 Shannon Drive. Said request was for a sign oriented to the freeway and proposed to be 70' tall. Noted in the Staff report at the time was that,

“The applicant indicate[d] that the property is in a low lying area. The location is further obstructed by the overpass. The variance in height limitation would allow the sign to be seen by the traveling public.”

Further comments in the same Staff report reiterate comments in previous Staff reports on the same theme (obviously, the City has established a precedent for allowing “freeway oriented” signs to exceed the normal 40’ maximum free-standing sign height allowance); and, .

18. Attached to this report is all of the information Staff had by the time this report was ready to go to print (12 noon, 15 June)....

IV. Analysis/Opinion:

In Nampa, as pertaining to land use variance permit requests, a burden rests upon an applicant to argue persuasively to the City’s Council that one or more conditions related to the property they represent interfere(s) with the applicant’s use of their land in manner and form commensurate with that enjoyed, most particularly, by their neighbors or other properties in a similar situation and zoning district as that applicant’s land. Each variance application is reviewed on a case by case basis and the merits of the matter are weighed in the public venue. Public testimony is received and the opinions of City departments or outside agencies submitted to the Council for their consideration.

With respect to the matter made the subject of this report, Applicant, per their narrative argues for their Variance request, essentially as follows:

- A) That the Property area whereupon the Applicant wishes to erect a re-built billboard is approximately 25’ below the level of the interchange per the Applicant’s assessment(s), and 22’ below according to the City’s topographic maps; and,
- B) That should the Applicant erect the proposed sign at 65’ (40’ + 25’ to adjust for the grade difference from sign base level and the interstate above), an existing Northwest Nazarene University Interstate informational sign would blanket the billboard (i.e., be in the line of sight view corridor to west bound traffic) in such a way as to reduce its advertising effectiveness -- thus prompting the need to raise the sign above the view level of the NNU sign. Applicant, in their justification letter concludes their justifications by stating with regards to allowing the billboard as proposed, “This will allow the sign to be viewed with minor obstruction from the info. sign and place the sign 40’ above the grade of the interstate.” Staff notes that the interference from the NNU directional sign is dependent on the position/angle from which the question of clear view of the proposed billboard is assessed...the farther away [east], the more interference; the closer (or even past the

NNU sign) a traveler is to the proposed billboard, then [obviously], to a point, the lesser the view obstruction (see attached photo images); and,

- C) That the billboard is not able to be shifted to the west (where space exists on the Property for the sign's emplacement) because the Idaho Transportation Department requires that the billboard be at least 1,000' east of the nearest point of widening of the freeway at the interchange. Such lineal separation is required between the proposed sign and the nearest point of divergence -- which happens to be the east bound on-ramp across the freeway from the Property.

Having reviewed the comments of the Applicant, reviewed the Property area under consideration, considered the history of similar approvals along the Interstate (how about for smaller sign boards), and, after considering the Applicant's arguments, Staff opines that the Variance request has merit under the auspices of a "topographical hardship" (alternatively, as a "unique site circumstance"). The real question in Staff's opinion is what height is warranted – 80' or a lesser number (but no less than 65' of altitude) given the proposed sign's proposed positioning, its proximity to the existing NNU way-finding sign, and, freeway travel speeds.

Recommended Condition(s) of Approval

Should the Council vote to approve the Variance application request, then Staff recommends that [the] Council consider imposing the following Condition(s) of Approval against the same:

Generally:

1. Applicant(s) shall comply with all applicable requirements (including obtaining a Sign Permit and any requisite Building and/or Electrical Permit(s) as may be imposed by City agencies appropriately involved in the review of this request (e.g., Nampa Fire [inspection], Building, Planning and Zoning and Engineering Departments, etc.) as the Variance(s) approval(s) do/does not, and shall not, have the affect of abrogating requirements from those agencies or City divisions/department.

Sunnyridge Road

- Classification – Arterial
- Right of Way dedication required – 50 feet (50') minimum for future 100 – foot right of way
- Curb, gutter, sidewalk, pavement/road widening, and landscaping required.
- Access to be determined in accordance with the current Access Policy (manual location proposed to be at or near the north property line, and possibly from Maine Avenue to the east.

Regular Council
June 20, 2016

Utilities

- Water – Main in Sunnyridge. Looping through site necessary to provide fire protection and to provide services to each proposed residential unit.
- Fire flow from Sunnyridge main is better than 2,000 GPM
- Sewer – Main extension required through site to provide service to each proposed residential unit.
- Pressure Irrigation – Extension through site may be required if parcel is subdivided into separate lots.
- Gravity Irrigation lateral – May require relocation as necessary. Irrigation district approval with license agreement is required.

Councilmember White asked questions of staff.

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

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

MOTION CARRIED

MOVED by White and **SECONDED** by Bruner to **variance** to allow an 80' tall sign located at **1815 Madison** for Mike Helm, YESCO Outdoor Media with staff conditions. The Mayor asked for a roll call vote with Councilmembers Levi, Bruner, White voting **YES**. Councilmembers Skaug, Haverfield, Raymond voting **NO**. The Mayor broke the tie by voting **YES**. The Mayor declared the

MOTION CARRIED

Mayor Henry opened a **public hearing** for an **annexation and zoning** to IH for a Headquarters and Warehousing for Fuel, Diesel, and Oil Distribution at 0, 9364, 9326, and 0 Cherry Lane for Zane Powell.

Zane Powell, Rexburg, ID, Conrad & Bishoff presented the request.

Robert Hobbs presented the request and a staff report explaining that the request is for annexation and zoning to an IH zone located at 0, 9364, 9326, and 0 Cherry Lane for approximately 39.152 acres to facilitate development of a headquarters (office) and warehousing operation for fuel, diesel and oil distribution for Zane Powell.

History: The Nampa City Planning and Zoning Commission, during their regularly scheduled public hearing of May 24, 2016, voted to recommend to the City's Council that they approve the

Regular Council
June 20, 2016

above referenced request. The Commission made their [positive] recommendation 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:

2. That the Developer [shall] enter into a Development Agreement with the City of Nampa. The Agreement shall contain such conditions [including City Engineering Division requirements], terms, restrictions, representations, exhibits, acknowledgments and timelines as necessary to facilitate development of the Property as contemplated by the Developer and agreed to and conditioned by the City through its Council or executive departments or outside agencies properly involved in the review of the Developer’s request for the Property to be zoned IH. Inclusively, the Agreement shall contain any/the concept development plans proposed by virtue of this composite application submittal as accepted, or accepted with required changes, by the City’s Council....

Annexation/(re)zoning Conclusion of Law

10-2-3 (C) Annexations and/or Rezones/Zoning assignments must be reasonably necessary, in the interest of the public, further promote the purposes of zoning, and be in agreement with the adopted Comprehensive Plan for the neighborhood.

Annexation/(re)zoning Findings of Facts

Pertaining To The 39.152 Acres Of Land Requested To Be Annexed and Zoned IH, Staff Notes That It May Be Found:

1. Surrounding City Zoning:

That City Ag (Agricultural) zoned land adjoins the Property to the south, that City IH (Heavy Industrial) zoned land adjoins said Ag zoned land to its south, that County land zoned RR (Rural Residential) adjoins the Property to its west, north, County land zoned Industrial (Heavy?) lies to its east, and, that a section of IL (Light Industrial) zoned land lies kitty corner to the southwest of the Property across Cherry and Ten Lanes (see attached Vicinity Map); and,

2. Surrounding Land Uses:

That open land abuts the Property to the north, east and south, a mobile home park lies kitty corner to the southeast across Cherry and Ten Lanes, and rural residences lie to the west of the Property. South of the open land on the southern side of the Property is Amalgamated Sugar; and,

3. Reasonable:

That it may be variously argued that annexation of the Property is reasonable given that the Property is already located within the City of Nampa Impact Area in an area expanding with or expected to contain industrial uses; that an annexation pathway exists providing a chain of connectivity between land already in the City's limits and the Property so that a "shoe string" connection is not forced/caused by virtue of this application; that City utility and/or emergency services are, or may be made, available to the Property; that the Property is a large section of relatively flat open ground located in such a way as to be readily developed into an industrial use, the Property adjoins right-of-way classified, at the very least, as a "collector" and, that across the railroad tracks to the east the County has designated that abutting land for future industrial development; and,

4. Public Interest:

That Nampa has determined that it is in the public interest to, "Preserve the existing industrial areas for industrial use, develop additional industrial areas where appropriate, and provide for the physical rehabilitation and economic revitalization of industrial areas through public and private efforts." (Nampa Comprehensive Plan 2035, Chapter 5: Land Use, p.127). Such a goal contemplates [as strategy and objective] the need to "encourage industrial infill development where possible". Further, the City's Planning and Zoning Commission have recommended annexation and zoning as requested by the Applicant, and,

5. Promotion of Zoning Purpose(s):

That one of the multiple purposes of zoning strives to ensure orderly, systematic property development at the micro level and orderly patterns of development at the more macro level which promote public health, safety and welfare. Included in the regulations therefore governing subdivision development are standards appertaining to housing density, building setbacks, building heights, provision of parking for housing, yard landscaping maintenance, street dimensions and composition standards, street lighting regulations, etc. We find that the Project proposed during a Conceptual Plan Review meeting held with City department representatives an orderly/reasoned, but unique, concept development plan – some details of the same to be expectedly presented hereafter during the Applicant's presentation to the Commission; and,

6. Comprehensive Plan:

That the currently adopted (Feb. 2012) Comprehensive Plan Future Land Use Map designates the Property as being within, and suitable for both “Light” and “Heavy” Industrial development (one side of the Property is in the light area, the other in the heavy setting).

According to the City’s Comprehensive Plan, the “Light and heavy designation [sic] would address a variety of uses including existing industrial and manufacturing operations, as well as “lighter” industry, storefront, warehousing, wholesaling, research and development activities..... Industrial land uses includes light and heavy designations that address a variety of uses including existing industrial, warehousing, general manufacturing, railroad, and industrial business park and a wide range of manufacturing and related establishments, research, supplies and sales.”

Staff’s view is that the proposed use, in general nature, best conforms to the precepts associated with heavy industrial zoning. Since 2004, the Comprehensive Plan’s Future Land Use Map has been deemed capable of having its “settings” stretched to overlap adjoining properties without the need to formally amend the Comprehensive Plan. This provides warranted flexibility to property development especially where setting boundaries do not agree with property line locations or ownership patterns. Accordingly, the proposed annexation and project development associated therewith are construed as being agreeable to the City’s master plan as the “Heavy Industrial” setting may be stretched over the half of the Property that lies currently within the “Light Industrial” setting (or vice versa) without creating a need to amend the plan’s map.... Accordingly, the Property is deemed suitable for either light or heavy industrial development.

7. Further, that:

- a. The Property is currently within Canyon County’s jurisdiction; and,
- b. Agency/City department comments have been received regarding this matter. Such correspondence as received from agencies/departments or the citizenry regarding this application package [received by noon May 18, 2016] is hereafter attached to this report.
 1. City Engineering has no objection(s) concerning the annexation/zoning application, and has provided recommended requirements in the event that Property is annexed/zoned and the proposed Project entitled for development; and,
 2. City services may be made available to the Property by bringing in sewer (dry-line) and a dry line pressure irrigation extension; the domestic water to service the site is in Cherry Lane already...emergency services are available; and,

3. The Property adjoins railroad tracks, an important part of the proposed business plan/infrastructure need for the intended use. The Property is located in an open, agricultural/rural residential like area; thus, some question of compatibility of the proposed use vs. existing neighboring properties' uses is likely, and understandably, an issue that will likely arise with this application.

Recommended Condition(s) of Approval

Should the Council vote to approve the requested Annexation and related proposed Zoning Assignment application(s), then Staff would suggest that the Council impose the following Condition(s) of Approval against the Development/Applicant as part of the Annexation/Zoning Assignment's conditions set:

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:

2. That the Developer [shall] enter into a Development Agreement with the City of Nampa. The Agreement shall contain such conditions, terms, restrictions, representations, exhibits, acknowledgments and timelines as necessary to facilitate development of the Property as contemplated by the Developer and agreed to and conditioned by the City through its Council or executive departments or outside agencies properly involved in the review of the Developer's request for the Property to be zoned IH. Inclusively, the Agreement shall contain any/the concept development plans proposed by virtue of this composite application submittal as accepted, or accepted with required changes, by the City's Council....

Current fire flow at this location is better than 2,000 GPM.

The Engineering Division has no concerns with granting this request with the following conditions:

General:

- That a development agreement is entered into with the City that will stipulate compliance with all Adopted City development standards.

Regular Council
June 20, 2016

- That all necessary and required public utilities are extended at owner's expense, including but not limited to the public sewer and pressure irrigation mains to and through the project in accordance with current city policy shall be required.
 - o Sewer: Dry-line sewer main required along site frontage. City will assist the design engineer to establish the grades for the dry-line sewer.
 - o Pressure Irrigation: 12" dry-line pressure irrigation main required along entire site frontage. Alignment and location to be in accord with City Master plan.
 - o Easements shall be provided for all on-site utilities in accordance with the requirements of the utility purveyor.

- Abandonment of any existing domestic well or septic systems will be accomplished under the guidelines established by
 - o Domestic Well - Idaho Department of Water Resources (unless to be utilized as an irrigation supply for the required landscaping).
 - o Septic Systems - Southwest District Health Department
 - o Copies of all related documents certifying that the well and septic system have been abandoned shall be forwarded to the City of Nampa Engineering Division for the project files.

Staff requests the condition for dedication of half a collector right of way, 40-feet, adjacent to the west boundary of the property for future extension of Ten Lane be added to the annexation if approved.

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

Those appearing with comments or questions were: Candy Simpson, 17851 Madison; Jim Hitt, 9561 Cherry Lane; Margarita Fuentes, 9504 Cherry Lane; Ed Byington, 17250 Mid Summers Court; Randy Cook, 9512 Cherry Lane; Kenny Wrotten, 4537 East Tuskany.

Michael Fuss discussed the Ten Lane right of way request.

Zane Powell explained that they would work 100% diligently with staff that whatever easement that is required and previously set forth we will honor that and make sure that stays on Ten Lane.

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

MOTION CARRIED

Regular Council
June 20, 2016

MOVED by Skaug and **SECONDED** by Bruner to **annexation and zoning** to IH for a Headquarters and Warehousing for Fuel, Diesel, and Oil Distribution at 0, 9364, 9326, and 0 Cherry Lane with staff conditions and authorize the 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

The following Ordinance was read by title:

AN ORDINANCE ENACTED BY THE NAMPA CITY COUNCIL AMENDING TITLE 5, CHAPTER 12, SECTIONS 05-12-1 AND 05-12-15, OF THE NAMPA CITY CODE, ALLOWING FOR A FIVE-DAY MAXIMUM ON VALID ALCOHOL BEVERAGE CATERING PERMITS; PROVIDING FOR AN EFFECTIVE DATE OF JULY 1, 2016; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS AND PARTS THEREOF, IN CONFLICT HEREWITH.

The Mayor declared this the first reading.

The Mayor presented a request to pass this ordinance under suspension of rules.

MOVED by Skaug and **SECONDED** by Haverfield to **pass** the preceding ordinance under suspension of rules and the Summary of Publication. The Mayor asked for a roll call vote with all councilmembers present voting **YES** The Mayor declared the ordinance duly passed, numbered it **4264** and directed the clerk to record it as required.

The following Ordinance was read by title:

AN ORDINANCE ENACTED BY THE NAMPA CITY COUNCIL, AMENDING TITLE 3, CHAPTER 7, SECTION 3-7-1, SECTION 3-7-4, AND SECTION 3-7-5, OF THE NAMPA CITY CODE, ALL PERTAINING TO DEVELOPMENT IMPACT FEES; PROVIDING FOR AN EFFECTIVE DATE OF OCTOBER 1, 2016; PROVIDING FOR SEVERABILITY; AND REPEALING ALL ORDINANCES, RESOLUTIONS, ORDERS AND PARTS THEREOF, IN CONFLICT HEREWITH.

The Mayor declared this the first reading.

Mayor Henry presented a request for direction on **City Owned Parking Lots**.

Economic Development Director Beth Ineck presented the following staff report:

1. ACADEMY LOT

Regular Council
June 20, 2016

Development Potential: The Academy Lot located between Front Street and the economic development offices is .32 Acres, approximately 100' x 140'. With the access to the basement to the office building protruding into the existing parking lot we would need to create an alteration to the property line to maintain that access with the city owned building resulting in decreasing the potential lot size to approximately 85' x 140', for 11,900 Square feet. We have not seen development interest in a lot this small.

Utilization: The lot currently serves as parking for 16 employee spaces for Human Resources, Economic & Community Development. There are 10 leased stalls and due to demand for additional leases we have recently transitioned additional stalls from employee parking to lease parking with currently 7 stalls available for lease.

Recommendation: Retain City ownership.

2. LONGBRANCH LOT

Development Potential: The Longbranch lot consists of four separate parcels owned by the City for a total of .609 Acres, not including the portion of property identified as part of Wall Street. If you incorporate the Wall Street portion the property in total has 300' of frontage on Front Street and is approximately 100' wide, with greater depth fronting 13th Avenue. The size of the parcels configured together present a strong redevelopment opportunity in the heart of the historic core of downtown. There are no known environmental contamination issues or utility poles in this area which creates a clean site for development. The challenge for development on the site would be the water and sewer lines that run down Wall Street and connect between 1st and Front. Development would either need to relocate the water and sewer or develop the site without covering that portion with a structure and retain a utility easement. The Economic Development office has received interest from the development community in development of this site.

Utilization: This lot has consistently been one with the highest utilization. There are currently no stalls available for lease with 45 leases occupied. There are 18 two-hour parking stalls and the remaining 26 are dedicated for museum parking following negotiations with the Museum to offset lost on-street parking from the pathway project. The 45 leased customers would need to be relocated to other facilities. One concern in moving forward with a redevelopment project on this property is the need for parking in the future. As more businesses move into downtown and occupy second story spaces they require the opportunity for leased parking. This location is ideal to serve employee parking needs and potentially another parking structure in the distant future.

Recommendation: Either retain for future needs or solicit developer interest for potential sale.

3. DEWEY Lot

Development Potential: The Dewey Lot is located along 1st Street South and is .273 Acres, approximately 140'x85' just under 12,000 square feet. This is a fairly small lot on its own. The location is potentially attractive for development in conjunction with the new Lloyd Square park but the size creates limitations on what can be developed. The proximity of adjacent structures with the zero lot lines in downtown creates a more challenging development site on such a small parcel. Again, we have not had development interest in this small of a parcel in downtown.

Utilization: The back portion of this lot is utilized for storage structures for the Downtown Business Association and the Nampa Farmers Market. The lot is currently dedicated to only leased customers. There are 9 available stalls out of the 25 existing. This lot is also utilized for special events downtown and provides important overflow parking for weekend events. If Longbranch is developed this lot could also serve to absorb 9 of the 45 displaced lease holders.

Recommendation: Retain City ownership.

4. STAMPEDE LOT

Development Potential: The Stampede lot is the only surface parking the city owns on 2nd Street in the Historic District. The lot is .205 Acres, approximately 90' x 100' for 9,000 square feet. This lot fronts onto Wall Street on the west and borders Darlene's printing on the east. There is door access out of the buildings on the east to the parking lot. If this lot is redeveloped a determination would need to be made for addressing the door access points for those existing buildings and any life-safety requirements. While the lot is relatively small for a redevelopment project when development pressure increases in downtown this could be a viable site given the flexibility presented with frontage to Wall Street.

Utilization: There are 29 spaces in this lot dedicated to lease parking. Currently 18 stalls are leased with 11 available. These 11 spaces could also be utilized for displaced lease parking if Longbranch is developed. In addition to usage for daily leased parking this lot is occasionally utilized for special events downtown and serves as open weekend parking for other special events.

Recommendation: Retain City ownership.

5. MANGUM LOT

Development Potential: The Mangum Lot is .16 Acres, approximately 100' x70' for 7,000 square feet. We have seen less development interest along 3rd Street in the Historic District of downtown and the size of this lot is minimal for a development site.

Regular Council
June 20, 2016

Utilization: Historically this lot was utilized for employee parking with staff housed within the Family Justice Center. Recently the owner of the adjacent building requested the city transition the lot to leased parking. The buildings within the same block had struggled to lease their space due to a lack of leased parking available in close proximity. Currently there are 11 leased stalls and 9 available. Peppershock just recently leased 3,000 square feet of space at 1215 3rd Street but required the leased parking availability for their move. In addition this lot could be of value for future city staff parking in the event the basement of the Family Justice Center is fully utilized.

Recommendation: Retain City ownership.

6. THIRD STREET LOT

Development Potential: The Third Street Lot is on a prime corner in downtown with significant traffic exposure. The lot is .481 Acres, 150' x 140' for approximately 21,000 square feet. This lot is also across the street from the new parking structure which is beneficial to any development project to locate on this corner. In the past we have received interest from developers regarding this parcel. Sewer and water mains do run through the alley adjacent to the lot and there are power lines that run along 3rd street. The development of Library Square across the street and the new Boise Fry Company locating diagonal from this corner has spurred additional interest in this location.

Utilization: There are 57 parking spaces in this lot. Library staff parking occupies 43 spaces and the remaining 14 stalls are fully leased. If development were to occur we would need to transition these two user groups to alternative locations.

Recommendation: Solicit Developer interest for potential sale.

7. UNION LOT

Development Potential: The Union lot is located adjacent to the 11th Avenue underpass on Front Street. It is .16 Acres, 140' x 50' for 7000 square feet. This lot is the same size as the development lot located along 12th Avenue at the site of the former Greystone Hotel. The location of this parcel is a challenge for development in that there is not strong visibility and it is disconnected from the heart of the Historic District due to the 11th Avenue underpass. In the past businesses in the adjacent building have struggled without street front visibility. Given the inferior location and the small size of the lot we do not believe there is opportunity for redevelopment at this time.

Utilization: The lot has a total of 14 parking stalls with 8 two-hour stalls and 6 leased stalls. There has been some interest to lease additional stalls in this lot if they were available with the

Regular Council
June 20, 2016

redevelopment of the old library. There is a potential to transition some of the two-hour parking to lease parking if the demand justifies it.

Recommendation: Retain City ownership.

Process for Development: To control the development process for the parking lots the City of Nampa could enter into an agreement with the Nampa Development Corporation to sell the lots to NDC for redevelopment purposes. NDC could option the property from the City and then issue a Request for Proposals from the development community to select a developer for each site. If there is not development interest the City could retain ownership and continue to manage parking.

Why is it important for the City to provide parking downtown? Nampa's downtown was predominately constructed in the early 1900s and did not account for vehicle parking with the current lot line configurations. Recognizing this inherent challenge in businesses occupying downtown the City does not have any parking requirements for businesses or new development in the Historic District. However, there is still an expectation from businesses wishing to locate in the downtown area that there is parking available for employees and customers. We have recently seen this as evident when a prominent Nampa business sought to lease office space in downtown but required as a contingency in their lease agreement to be able to lease employee parking spaces from the City. Downtown Nampa has made tremendous progress in attracting new businesses and customers to our historic structures. But a key component is to ensure there is adequate parking available. Across the country vibrant downtowns all have active participation from the public sector in providing parking as a public good to further support downtown revitalization efforts.

Councilmembers asked questions of staff.

MOVED by Raymond and **SECONDED** by Haverfield to **start the process of transferring the THIRD STREET LOT to NDC for resale.** The Mayor asked for a roll call vote with Councilmembers Skaug, White, Bruner, Haverfield, Raymond voting **YES.** Councilmember Levi voting **NO.** The Mayor declared the

MOTION CARRIED

Councilmember Skaug had discussion on the Stampede Lot.

MOVED by Skaug to sell the Stampede Lot.

MOTION DIED FOR LACK OF SECOND

Mayor Henry presented a request to **authorize the construction bid award for Phase 1 of Midway Park to Knife River Corporation.**

Regular Council
June 20, 2016

Parks and Recreation Director Darrin Johnson presented a staff report explaining that the Nampa City Council approved funding to start the construction of Midway Park. Midway Park will be built in phases and the first phase is scheduled to begin in July of this year. The phase will begin in fiscal year 2016 and be completed in FY 2017. Funding to complete the initial phase is from impact fees from both fiscal years.

Midway Park, at final completion, will be a multiple use park with an emphasis on baseball/softball. Although there is an emphasis on baseball the park will have activities for all age groups and a variety of interests.

The first phase will include road improvements, some parking lot construction, an irrigation system and four baseball/softball fields with masonry dugouts. The second phase is expected to begin in the spring of 2017.

Two companies submitted bids. Attached is a bid tally sheet showing the engineer probable cost and the bid amounts from each company. Nampa Parks and Recreation requests Nampa City Council accept the lowest bid with the identified schedule additive items from Knife River Corporation for the amount of \$2,124,400.

MOVED by Skaug and **SECONDED** by Levi to **authorize the construction bid award for Phase 1 of Midway Park to Knife River Corporation in the amount of \$2,124,400.** The Mayor asked for a roll call vote with all Councilmembers present voting **YES.** The Mayor declared the

MOTION CARRIED

The following Ordinance was read by title:

AN ORDINANCE OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO, ANNEXING A PORTION OF THE PIONEER IRRIGATION DISTRICT INTO THE MUNICIPAL IRRIGATION DISTRICT OF THE CITY OF NAMPA, CANYON COUNTY, IDAHO, AND CHANGING THE BOUNDARIES THEREOF; AND DIRECTING THE CITY ENGINEER TO ALTER THE USE AND AREA MAP ACCORDINGLY.

The Mayor declared this the first reading.

The Mayor presented a request to pass this ordinance under suspension of rules.

MOVED by White and **SECONDED** by Skaug to **pass the preceding ordinance under suspension of rules and the Summary of Publication.** The Mayor asked for a roll call vote with all councilmembers present voting **YES** The Mayor declared the ordinance duly passed, numbered it **4265** and directed the clerk to record it as required.

Regular Council
June 20, 2016

Mayor Henry presented a request to **authorize the Mayor to sign a Local Professional Services Agreement** between the City of Nampa, ITD, and HDR Engineering for the Greenhurst Road Signals Project.

Michael Fuss presented a staff report explaining that based on a demonstrated need for safety improvements, the City was awarded Local Highway Safety Improvement Program (LHSIP) funding to install signal upgrades on Greenhurst Road at the intersections of Sunnyside Road, Powerline Road and Southside Boulevard (Exhibit A).

The project will address intersection related crashes, especially head on accidents due to turning vehicles and pedestrian related incidents.

The improvements include Flashing Yellow Turn Arrow (FYLTA) signal heads, pedestrian signal upgrades, enhanced lighting and new signal control equipment.

LHSIP is funded by the state's Highway Safety Program and administered by the Local Highway Technical Assistance Council (LHTAC).

Total estimated project cost is \$378,000. Estimated federal allocation is \$351,000 (92.66%), and the City's match portion is \$27,000 (7.34%).

Funding for local match is from FY16 Streets budget.

The State Local Agreement for Project Construction with ITD was approved by the City Council in February of 2016.

The next step prior is the authorization of the Local Professional Services Agreement for Construction Engineering and Inspection (CE&I) with ITD and HDR Engineering in the amount of \$35,000 (NTE) (Exhibit B).

Construction will begin in the Fall of 2016.

Engineering recommends authorization of this agreement.

MOVED by Haverfield and **SECONDED** by Raymond to **authorize the Mayor to sign Local Professional Services Agreement** between the City of Nampa, ITD and HDR Engineering for the Greenhurst Road Signals Project in the amount of \$35,000 (NTE). The Mayor asked for a roll call vote with Councilmembers present voting **YES**. The Mayor declared the

MOTION CARRIED

Regular Council
June 20, 2016

Mayor Henry presented a request to **authorize the Mayor to a sign encroachment agreement with Debra June Clover for 1725 Aspen Grove Street.**

Michael Fuss presented a staff report explaining that 1725 Aspen Grove Street is located in the Midland Park Subdivision adjacent to the Edwards Lateral (See attached exhibit A).

The home was built in the spring of 2002.

In the fall of 2002 the property owners applied for and were issued a building permit for a garage/shop building on the property.

The property was recently inherited by Debra Clover from her parents.

In the process of selling the property it was discovered the garage/shop is located over the pressure irrigation main which is within the rear general utility easement, as well as part of the Edwards Lateral easement.

Engineering and Waterworks Division staff has reviewed the site.

The proposed encroachment agreement:

- Allows the structure to remain in its current location until such time as the City needs access to the easement/pressure irrigation main.
- Requires the property owner to remove the structure or relocate the pressure irrigation main at the direction of the City.
- Indemnifies the City from damage from the pressure irrigation line to the garage/shop.

The City Attorney has reviewed and approved the proposed encroachment agreement from a legal standpoint.

The property owner is in contact with Nampa and Meridian Irrigation District and is working through a license agreement with them to allow the encroachment into the Edwards Lateral easement.

Councilmembers asked questions of staff.

MOVED by Haverfield and **SECONDED** by Skaug to **authorize the Mayor to sign the Encroachment Agreement (Exhibit B) with Debra June Clover.** The Mayor asked for a roll call vote with all Councilmembers present voting **YES.** The Mayor declared the
MOTION CARRIED

Regular Council
June 20, 2016

This item Wells 1 & 2 Demolition & Abandonment Project was pulled at the request of staff.

Mayor Henry presented a request to **award the bid and authorize the Mayor to sign contract for Laboratory-Grade Autoclave Procurement with Tuttnauer™ USA Co. Ltd.**

Michael Fuss presented a staff report explaining that the Environmental Compliance Division (ECD) laboratory uses an autoclave to sterilize equipment that is used for bacteria testing.

The current autoclave does not function accurately; performance and operational demands are not being met.

ECD needs a laboratory-grade autoclave that will meet current and future needs of the laboratory.

On May 16, 2016, City Council authorized bidding the project.

The City received one (1) bid from:

- o Tuttnauer™ USA Co. Ltd. (Tuttnauer)

Staff has reviewed the bid and price submitted. Staff's initial estimate was \$42,504.00 for lab grade equipment. The bid as submitted appears reasonable for the type and quality of equipment required.

Tuttnauer was determined to be the lowest responsive bidder at \$40,923 (see Exhibit A). All necessary public bidding requirements appear to be satisfied.

The project is funded under the fiscal year 2016 ECD Budget.

Contractor will be required to provide necessary insurance and other documents before the agreement can be executed and the Notice to Proceed issued.

ECD staff have reviewed the bid and recommend award to Tuttnauer.

MOVED by Skaug and **SECONDED** by Raymond to **award the bid and authorize Mayor to sign contract for Laboratory-Grade Autoclave Procurement with Tuttnauer™ USA Co. Ltd. in the amount of \$40,923** The Mayor asked for a roll call vote with all Councilmembers present voting **YES**. The Mayor declared the

MOTION CARRIED

Mayor Henry presented a request to **authorize Sale of Real Property** located at **1744 Garrity Boulevard, Nampa, Idaho**, to be sold at public auction, with minimum price set at \$34,000.00

Regular Council
June 20, 2016

MOVED by Haverfield and **SECONDED** by Bruner to **authorize Sale of Real Property** located at **1744 Garrity Boulevard**, Nampa, Idaho, to be sold at public auction, with minimum price set at **\$34,000.00**. The Mayor asked for a roll call vote with all Councilmembers present voting **YES**. The Mayor declared the

MOTION CARRIED

The Mayor adjourned the meeting at 8:49 p.m.

Passed this 5th day of July, 2016.

MAYOR

ATTEST:

CITY CLERK

SUMMARY
Board of Appraisers Meeting Agenda
Thursday, June 9, 2016, 9:00 a.m. to 11:00 a.m.
Nampa City Hall, Mayor's Conference Room

| Topic |
|--|
| <p>Welcome and Roll Call</p> <p>Those in attendance: Mayor Henry, Michael Fuss, Nate Runyan, Dave Peterson, Keith Begay, Hubert Osborne, Mark Hilty, Vikki Chandler, Tom Points, Deborah Spille, Leslea Basterrechea, Jacob Allen, Sheri Murray, and Andy Zimmerman</p> <p>Tom Points, Public Works Department's newly hired Engineering Division City Engineer, introduced and welcomed to the Board of Appraisers</p> |
| <p>Proposed Amendments to Agenda</p> <p>Any items added less than 48 hours prior to the meeting are added by BOA motion at this time</p> <ul style="list-style-type: none">• Added "Recommendation to Retire Budget Billing Program" to Agenda• No other amendments were made <p>Motion made, seconded, with no abstention</p> |
| <p>City Summary of Landowner Irrigation Tax Exclusion and/or No Benefit Rate Requests</p> <p><i>Michael Fuss, P.E., Public Works Director</i></p> <ul style="list-style-type: none">• Summary presented• Discussion held on 1616 Lake Lowell Avenue property request (Item D)<ul style="list-style-type: none">○ The BOA determined this property did not meet no benefit rate criteria and did not concur with staff's consideration of a reduced rate• The BOA concurred with staff's other recommendations in response to landowner requests for exclusion and/or reduced rate (Items A, B, and C) <p>Motion made, seconded, with no abstention</p> |
| <p>Underlying Irrigation Districts Summary of Landowner Requests for Exclusion of Water Rights</p> <p><i>Michael Fuss, P.E., Public Works Director</i></p> <ul style="list-style-type: none">• Summary Presented |

Proposed Modifications to After Hours Policy

Deborah Spille, City Treasurer

- **Discussion held**
- **BOA members concurred with staff's recommendation to add language to the Utility Billing After Hours Policy that tampered meters not be eligible for after-hours service (reinstatement of water service)**

Motion made, seconded, with no abstention

Recommendation to Retire Budget Billing Program

Deborah Spille, City Treasurer

- **Discussion held**
- **BOA members concurred with staff's recommendation to retire Utility Budget Billing Program, effective October 1, 2016**

Motion made, seconded, with no abstention

**MEETING MINUTES
BOARD OF APPRAISERS
June 9, 2016**

The roll of the Board of Appraisers (BOA) for the City of Nampa was taken with Bob Henry, Mayor; Michael Fuss, Public Works Director; Vikki Chandler, Finance Director; Deborah Spille, City Treasurer; Nate Runyan, Deputy Public Works Director; Tom Points, City Engineer; Keith Begay, Water Superintendent; Andy Zimmerman, Wastewater Superintendent; Leslea Basterrechea, Environmental Compliance Superintendent; Jacob Allen, Senior Budget Analyst; Sheri Murray, Public Works Executive Assistant; Mark Hilty, City Attorney; David Peterson, Citizen at Large; Hubert Osborne, Citizen at Large, were in attendance.

Michael introduced Public Works Department's new City Engineer, Tom Points, to BOA members. Michael welcomed meeting attendees, thanked them for participating and introduced the agenda.

Proposed Amendments to Agenda

Michael J. Fuss, P.E., Public Works Director

The amended agenda was presented (*see Attachment A*). Michael noted the original agenda was amended to include a recommendation to retire the Budget Billing Program.

Motion made, seconded, with no abstention, to approve the amended agenda.

City Summary of Landowner Irrigation Tax Exclusion and/or No Benefit Rate Requests

Michael Fuss, P.E., Public Works Director

Several property owners' irrigation exclusion and/or no benefit rate requests have been received since the last report to the Board (*see Attachment B; Items A, B, and C*). These requests, along with staff recommendations, were presented to the BOA (

The Belair Land Company has requested a no benefit rate for 15 undeveloped lots, which are part of a planned subdivision. When building permits are pulled, each property will transition to a full benefit rate.

Will granting this customer a no benefit rate for these properties unleash a torrent of requests for exclusion for undeveloped lots? The condition is that a property meets the criteria for a no benefit rate if it is an undeveloped lot. Any developer that has an undeveloped lot is able to file a request for a reduced rate. We received a great amount of requests when this policy was first adopted. It is public knowledge this rate is available for undeveloped lots, and the BOA has acted consistently in reviewing and evaluating all requests.

But they do have to file a request to get the rate, correct? Yes, because we don't know how long it will be until they want a building permit.

So if three lots are developed in August, would the first irrigation bill be due June of 2017? Yes, and it would be at the full benefit rate.

Does he pay for the Nampa and Meridian underlying irrigation assessment? Yes; no benefit and full benefit are only for Nampa Municipal Irrigation System rates.

Is there a service charge for our expenses? For this application, the customer charge is included in the no benefit rate. But it is not for the application for the rate adjustment. We did not previously incorporate that into the rate. I guess we could bring that issue back to the next BOA meeting for discussion.

One customer request seems to have a unique site circumstance that staff believes warrants discussion from Board members (*see Attachment B, Item D*). This request is for property located at 1616 Lake Lowell Avenue. Staff evaluated this property based on the standard criteria applied to all rate requests. The property itself would not meet the criteria to receive a no benefit rate. It is a large lot that was part of a subdivision, and annexed into the City. The property was given a four-inch irrigation system, but has never been connected to the municipal water service. It is a standalone lot, is mostly gravel, but there is a little bit of grass which the owner waters from their (private) well. Oftentimes, some of the problems we have are caused by people using domestic water from the City's system for irrigation. But in this case they are not using any of the City's water service, but they are in the system. If at some point in time they wanted to, the property could start using the City's municipal water service as soon as they like.

Isn't our system set up so customers can access the municipal water service, but it's their decision whether they want to use it or not? That is the case, yes.

Is this a property owner who probably sold all this land for a subdivision, then didn't annex? They annexed into the City and into the municipal irrigation system. But they have never used the service. Additionally, they were hooked up to municipal domestic water and sewer, but they asked to be shut off from the City. They stopped using these services, but they could turn them back on if they wanted to.

My concern is that granting this request could set a dangerous precedent.

That is why I wanted to discuss this particular request and find out what the Board's opinion is. After going through the standard evaluation process, the recommendation from Staff is that this property might not meet the criteria for a no benefit rate, but has a unique set of circumstances.

The precedent it could set is concerning. This customer chose not to irrigate their property with the City's service, but they also did ask to be annexed into the City.

The BOA determined the property located at 1616 Lake Lowell Avenue (Item D) did not meet the no benefit rate criteria and did not concur with staff's consideration of a reduced rate. The BOA concurred with staff's other recommendations in response to landowner requests for exclusion and/or reduced rate (Items A, B, and C). Motion made, seconded, with no abstention.

Underlying Irrigation Districts Summary of Landowner Request for Exclusion of Water Rights

Michael Fuss, P.E., Public Works Director

No requests (*see Attachment C*) were received by underlying irrigation districts since last report to the Board.

Proposed Modifications to After Hours Policy

Deborah Spille, City Treasurer

Nate Runyan, Keith Begay and I have been meeting to discuss the City's current After Hours Policy (*see Attachment D*) which came before the Board in 2014. Today, staff would like to modify this policy to specify that tampered meters are not eligible for after hours service. By "tampered meters" I mean customers who the City has taken action against for uncollected balances. Service is turned off; after follow-up their service has been reinstated, likely by the customer. There are about ten of these types of cases a month. When these customers call us for after hours service, the technicians have to unlock, or sometimes reinstall the removed meter.

They actually take the meter off and remove it? If meters do not have locks on them, then we do have to remove the meter. This happens in cases where the bill is not paid but the customer turns their service back on, which is a misdemeanor. So today we want to establish in the policy that customers with tampered meters do not qualify to receive after hours service, which in this case would be the reinstatement of water service after hours.

What would cause one of these types of customers to ask for after hours service? They ask for after hours service because they can, as the policy now stands. They want after hours service to get their water turned back on but they don't have the ability to unlock their meter, or it's been removed. Without this clarity in the policy, we don't have the ability to deny them after hours service.

So you're saying that a tampered meter shouldn't be eligible for this service. How do we know, when they call Utility Billing, that they do have a tampered meter? Customers are currently allowed only one, after hours service after a shut-off event. Staff manages a list of the customers who have received this service, so we would expand the management of this list.

The difficulty is that the water technician who responds to the service calls doesn't collect unpaid bills. Their duty is to just go out and turn the water on (or off). A person could not pay their bill and be shut off, but then turn their water back on without paying the bill. Then the water gets shut off again by the City, and the customer calls after hours to get it turned back on at night. This way, they get their water turned back on at night after hours without having to pay their bill. If they call in the morning to get their water turned back on, they will be told they have to pay their bill before a technician can come out to see them.

Do these types of cases usually occur with repeat offenders? There is a certain amount of thought process with these customers – they know how to get their water turned back on at night

without having to pay their bill. And during the process of getting their water turned off and on multiple times they are accumulating additional charges the whole time.

So this change to the policy would help manage their expense, and perhaps reduce those additional charges to the customer? That's a nice way to look at it.

But you don't get those additional charges if you just pay your bill. What happens is these customers don't pay their bill, and their water gets shut off. But they turn it back on, then the City shuts it back off and locks their meter or removes it. Then they can call after hours and get a service technician to come out at night and turn their service back on without them having to talk to a collections person first. If this is what's happening, then I don't have a problem with this change at all.

Motion made, seconded, with abstention to modify the After Hours Policy to specify that tampered meters are not eligible for after hours service.

Recommendation to Retire Budget Billing Program

Deborah Spille, City Treasurer

In October 2013 we implemented a budget billing, level-pay program to offer customers a monthly automated electronic payment option (*see Attachment E*). It requires that we calculate a rate for customers' consumption, based on their prior twelve months of service. The program is available for open enrollment every August and September. We originally had about 120 customers enrolled in this program after it first started. Then it went up to 130, but now it's down to just 113, which is an 17% decrease from October 2014.

The program is cumbersome to administer because it requires rebalancing customer accounts each year. And when we do rebalance and determine the new rates, we have to remove the old rate from the billing system, make the changes and then re-enroll each customer. Our evaluation has determined that less than one-half of a percent of our customers are using the Budget Billing Program. And even though we have encouraged participation and promoted the program prior to open enrollment each year, we are continuing to see a decline.

Ultimately, the Budget Billing Program doesn't seem to be as welcome or appealing as we originally anticipated it would be. The initiation of the program was motivated by changes in sewer fees that were occurring at that time. We anticipated there would be increased water rates and thought this option would help stabilize the new rate structures. But we are not experiencing a great amount of people participating in this billing program. Staff recommends notifying customers of the many other available options they have to make monthly payments, and retire the program this October.

The benefit for a customer to participate in this program would be if their water rate fluctuates significantly each month. But the way our system is set up, the water rate doesn't go up and down very much. So it seems there are not really any benefits to encourage customers to enroll in this program. I'm in favor of retiring the program.

I'm curious; how much do you think it will save your staff on an annual basis to not have this program? I didn't calculate it by their salary, but it does come to about four hours a month to manage the accounts. And it's a small staff that is managing the program.

I don't see many customers' bills, but aren't the rates fairly consistent throughout the year? Fluctuation of rates wasn't the key motivation for starting this program. It was due to our inability to offer monthly billing, which is problematic for many customers. We thought that by offering this program of monthly billing, it would encourage customers to participate. But that hasn't been the case.

So we're not going to just not promote the program. Your recommendation is to end the program entirely? Correct.

And will we call all 113 of the customers who are currently enrolled to notify them of the change? Yes, and we will let them know there are other options available to make monthly payments.

Will there be a communication to all customers between now and October that the Budget Billing Program is ending? Yes, we can send out a communication within the next few weeks. That will give them plenty of time to identify a better billing option that will work for them.

So in October the customer will have to start paying bi-monthly again, instead of monthly? Well, they can pay any way they want. There are many options since we accept any amount of payment or any number of payments within the bi-monthly billing period. But yes, starting in October the customer will be billed bi-monthly.

Motion made, seconded, with no abstention to accept staff's recommendation to retire the Budget Billing Program, effective October 1 2016.

Meeting adjourned.

Amended
Board of Appraisers Meeting Agenda
Thursday, June 9, 2016, 9:00 a.m. to 11:00 a.m.
Nampa City Hall, Mayor's Conference Room

| Begin | End | Topic |
|--------------|------------|--|
| 9:00 a.m. | 9:03 a.m. | Welcome and Roll Call |
| 9:03 a.m. | 9:05 a.m. | Proposed Amendments to Agenda Any items added less than 48 hours prior to the meeting are added by BOA motion at this time |
| 9:05 a.m. | 9:15 a.m. | City Summary of Landowner Irrigation Tax Exclusion and/or No Benefit Rate Requests <i>Michael Fuss, P.E., Public Works Director</i> |
| 9:15 a.m. | 9:20 a.m. | Underlying Irrigation Districts Summary of Landowner Requests for Exclusion of Water Rights <i>Michael Fuss, P.E., Public Works Director</i> |
| 9:20 a.m. | 9:30 a.m. | Proposed Modifications to After Hours Policy <i>Deborah Spille, City Treasurer</i> |
| 9:30 a.m. | 9:40 a.m. | Recommendation to Retire Budget Billing Program <i>Deborah Spille, City Treasurer</i> |

Board of Appraisers Meeting Agenda
Thursday, June 9, 2016, 9:00 a.m. to 11:00 a.m.
Nampa City Hall, Mayor's Conference Room

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| 9:20 a.m. | 9:30 a.m. | Proposed Modifications to After Hours Policy <i>Deborah Spille, City Treasurer</i> |

AMEN

PAGE BREAK

**Nampa Municipal Irrigation System
Summary of Landowner Irrigation Tax Exclusion and/or No Benefit Rate Requests
Board of Appraisers
June 9, 2016**

Since the last Board of Appraisers meeting, staff has received a number of exclusion and/or reduced rate (No Benefit) requests. Based upon field report findings, Staff makes the following recommendations to the Board of Appraisers:

- A. **No change in customer status** as the following properties do not meet the criteria for exclusion and/or reduced rate:

| Name of Landowner | Service Address |
|---------------------------|--------------------------|
| Bruderer, Dail | 0 South Avondale Avenue |
| Meyer, Joseph | 0 North Boundary Street |
| Young Family Estate Trust | 419 East Greenhurst Road |

- B. **Authorize No Benefit rate** for the following customers as the properties meet the qualifications for reduced rate:

| Name of Landowner | Service Address |
|-------------------|----------------------------------|
| Clauson, Robert | 820 7 th Street North |

- C. **Authorize No Benefit rate** for the following customers as properties meet the criteria of an **undeveloped lot**. Upon issuance of building permit, property will be assessed at full benefit rate:

| Name of Landowner | Service Address |
|-----------------------------------|--------------------------|
| Belair Land Company, Kem Marshall | 17568 Stiehl Creek Drive |
| Belair Land Company, Kem Marshall | 17500 Stiehl Creek Drive |
| Belair Land Company, Kem Marshall | 17466 Stiehl Creek Drive |
| Belair Land Company, Kem Marshall | 17432 Stiehl Creek Drive |
| Belair Land Company, Kem Marshall | 17475 Stiehl Creek Drive |
| Belair Land Company, Kem Marshall | 17561 Stiehl Creek Drive |
| Belair Land Company, Kem Marshall | 17595 Stiehl Creek Drive |
| Belair Land Company, Kem Marshall | 17527 Stiehl Creek Drive |
| Belair Land Company, Kem Marshall | 10597 Dunlap Court |
| Belair Land Company, Kem Marshall | 10469 Dunlap Court |
| Belair Land Company, Kem Marshall | 10501 Dunlap Court |
| Belair Land Company, Kem Marshall | 17448 Solomon Drive |
| Belair Land Company, Kem Marshall | 10598 Dunlap Court |
| Belair Land Company, Kem Marshall | 10566 Dunlap Court |
| Belair Land Company, Kem Marshall | 10534 Dunlap Court |

| | |
|---------------|-------------------------------|
| Nelson, Danny | 4020 South Raintree Drive |
| Pensco Trust | 1000 North Franklin Boulevard |

There are no appeals to report at this writing.

D. Discussion Item: *Following property has unique site circumstance to meet criteria for reduced rate:*

| Name of Landowner | Service Address |
|----------------------------|-------------------------|
| Jo Anne Morrow Life Estate | 1616 Lake Lowell Avenue |

REQUEST: Board of Appraisers authorizes the actions as identified by staff and await City Council ratification.

PAGE BREAK

**Underlying Irrigation Districts
Summary of Landowner Requests for Exclusion of Water Rights
Board of Appraisers
June 9, 2016**

Boise-Kuna Irrigation District

No requests were received from the Boise-Kuna Irrigation District since last report.

Nampa Meridian Irrigation District

No requests were received from the Nampa Meridian Irrigation District since last report.

Pioneer Irrigation District

No requests were received from the Pioneer Irrigation District since last report.

PAGE BREAK



City of Nampa Utility Billing

401 3rd St. South
 Nampa, ID 83651
 (208) 468-5711

| <i>Policy No.</i> | <i>Subject</i> | <i>After Hours</i> |
|--------------------|-----------------------|--------------------|
| <i>Page</i> 1 of 1 | <i>Effective Date</i> | June 3, 2014 |

Policy

A customer shall be allowed 1 (one) After Hours service per each shut off event. A "shut off event" is the time between the initial shut off following the due date through the initial shut off of the subsequent due date.

Tampered Meters are not eligible for After Hours service.

PAGE BREAK

Recommendation to retire UB Budget Billing Program

Board of Appraisers June 9, 2016

In October of 2013 we implemented a voluntary Budget Billing Program in order to offer an automated monthly payment option to customers. This program averages the water consumption from the prior year to establish monthly rates that are billed and paid electronically each month.

Each fall we notify all customers of the program and the open enrollment period yet participation continues to decline. Currently just 113 customers participate in the program, an 18% decrease from October 2014.

The program is cumbersome to administer. For example, we are required to remove, and subsequently re-enroll, accounts from Budget Billing in order to update any charges and it requires that Budget Billing accounts be assigned to specialized billing cycles. Due to low participation and the difficulty in administering the program, we recommend that the Budget Billing Program be retired.

The city offers a number of payment options to customers where any amount of payment or number of payments are available. We would notify current participants that the program will no longer be available after October 1, 2016 and inform them of the variety of options available to continue to pay monthly.



MEMORANDUM

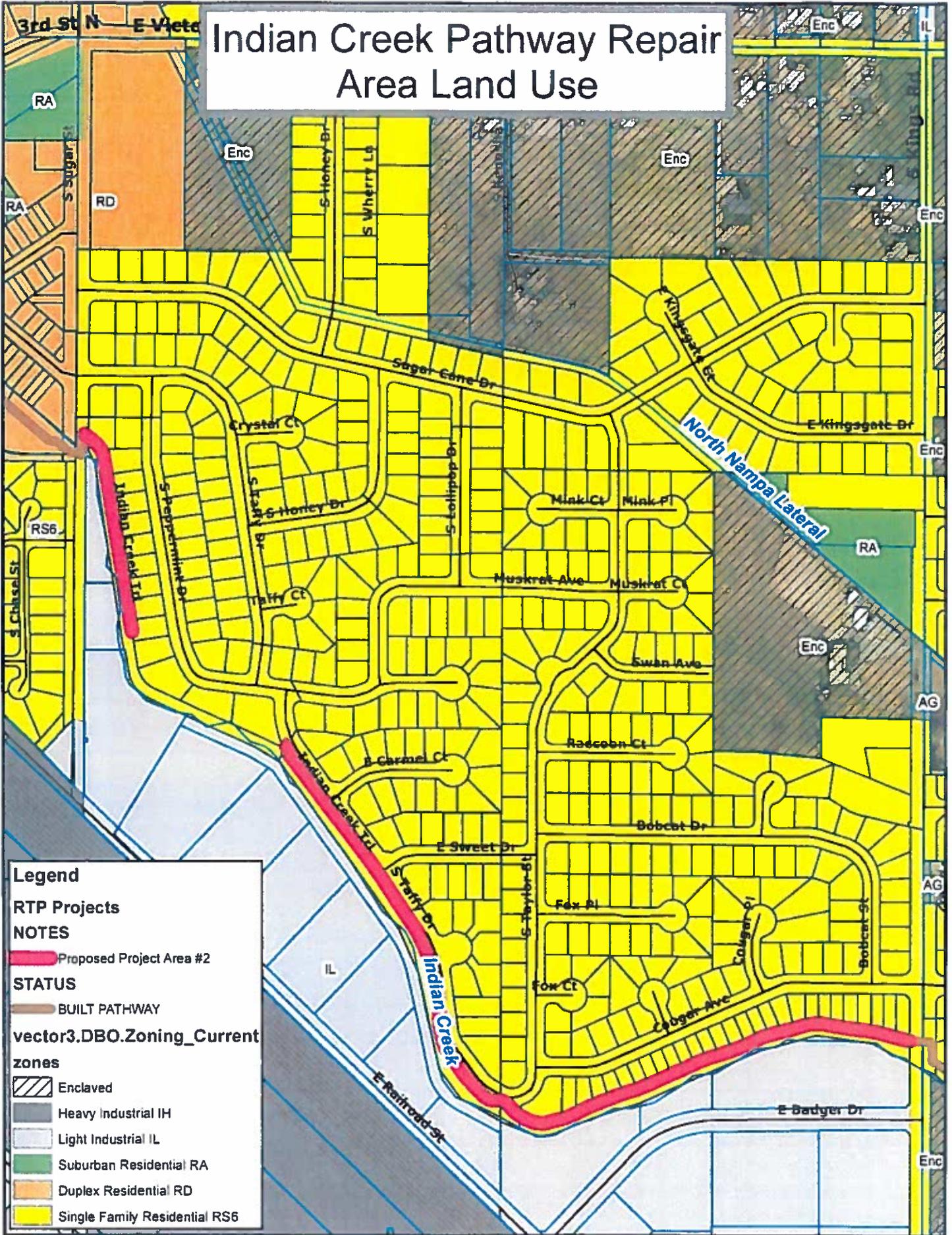
TO: Mayor Henry and Nampa City Council
FROM: Darrin Johnson, Parks and Recreation Director
RE: Indian Creek Maintenance Project Authorize to Bid
DATE: July 5, 2016

A segment (see attached illustration) of the Indian Creek pathway has been significantly damaged by erosion. Storm water does not drain properly and the pathway has become flooded in heavy rain causing ongoing damage. Without repairs the stability and safety of the existing trail is threatened.

The City of Nampa received a Recreation Trails Program Grant. The grant funding will allow us to move forward with a project that will repair the trail issues. The project is estimated to cost \$177,903 and the grant will cover \$97,903 of the project. City funding is budgeted in the amount of \$80,000.

We request City Council authorization to go out to bid for the Indian Creek maintenance project.

Indian Creek Pathway Repair Area Land Use



Legend

RTP Projects

NOTES

 Proposed Project Area #2

STATUS

 BUILT PATHWAY

vector3.DBO.Zoning_Current

zones

 Enclaved

 Heavy Industrial IH

 Light Industrial IL

 Suburban Residential RA

 Duplex Residential RD

 Single Family Residential RS6

CONSENT TO BID WELL 5 UPGRADES PROJECT

- Well 5 was drilled in 1950 and is in need of upgrades. It is approximately 500 feet deep and is a high quality artisan water source.
- The Well 5 Upgrades will include a new motor and pump along with new building, mechanical and electrical improvements and is located in Starr Park on 3rd Street North (see Exhibit “A”).
- Civil Survey has completed design of the upgrades and the project is ready to be bid. Daily construction observation will be provided by HDR as part of the master agreement with the City.
- The Well 5 Upgrades project has an approved FY16 Water Division budget of \$600,000.

| | |
|--|-------------------|
| Well Evaluation & Design | \$ 65,700 |
| Construction Estimate | \$ 361,000 |
| Construction Observation Estimate (7%) | \$ 25,270 |
| Total | \$ 451,970 |

- Civil Survey has provided an engineer’s estimate and the Engineering Division recommends proceeding with the formal bidding process.

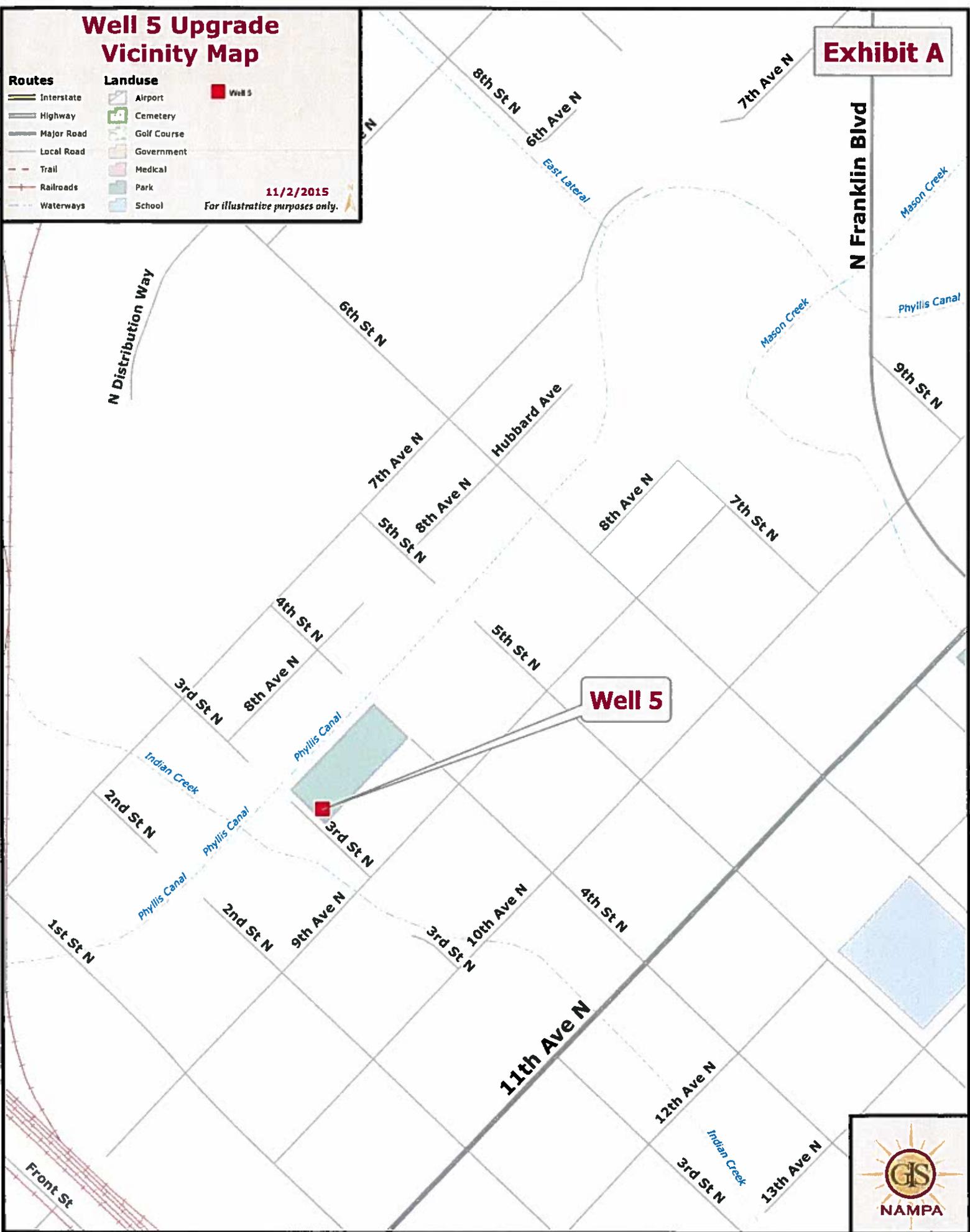
REQUEST: Authorize the Engineering Division to proceed with the formal bidding process for the Well 5 Upgrades project.

Well 5 Upgrade Vicinity Map

Exhibit A

| Routes | Landuse | Well 5 |
|------------|-------------|--------|
| Interstate | Airport | Well 5 |
| Highway | Cemetery | |
| Major Road | Golf Course | |
| Local Road | Government | |
| Trail | Medical | |
| Railroads | Park | |
| Waterways | School | |

11/2/2015
For illustrative purposes only.



RESOLUTION NO. 26-2016

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

WHEREAS, the City Council has authorized and passed Resolution No. 26-2015, implementing City policy to declare personal property surplus and to provide for its disposal through sale, transfer, recycling, discarding, destruction, or exchange; and

WHEREAS, the City Clerk of the City of Nampa has proposed for disposal of certain property that the City no longer has use for; and

WHEREAS the approval for the disposal of the below listed property has been obtained from the City Attorney or his designee, and is in compliance with City policy.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NAMPA, AS FOLLOWS:

1. That the attached listed property shall be disposed of under the direction and supervision of the City Clerk, and in accordance with City policy.
2. The staff of the City of Nampa is hereby authorized to take all necessary steps to carry out the authorization provided by this Resolution.

RESOLVED this 5th day of July, 2016.

Approved:

MAYOR ROBERT HENRY

ATTEST:

City Clerk

**CITY OF NAMPA
DEPARTMENT PROPERTY DISPOSAL REQUEST**

Permission is hereby requested to dispose of the following personal property declared surplus by the Council. Disposal will be in a manner meeting the best interests of the City and in accordance with Idaho Code and City Resolution No. 25-2015

| Disposal Method Code | Use Category | Qty. | Description of Item | Cond. Code | Estimated Value |
|----------------------|--------------|------|---|------------|-----------------|
| 02 | NPD | 1 | NPD Unit 165, License P924, 2002 Crown Vic Police Interceptor VIN 2FAFP71W42X129760 133,413 Miles | R | \$500.00 |
| 02 | NPD | 1 | NPD Unit 182, License P922, 2002 Crown Vic Police Interceptor VIN 2FAFP71WX2X125714 123,568 Miles | R | \$500.00 |
| 02 | NPD | 1 | NPD Unit 120, License P1048, 1996 Chevrolet Blazer, VIN 1GNNDT13W0T2202707, Approximately 90,000 miles Engine beyond repair. | U | \$1,000.00 |
| 02 | Police Dept | 1 | 1996 Chevrolet Blazer (Damaged engine) City Asset # 16-011473 | R | \$300 |
| | | | | | |
| | | | | | |

Disposal Method Codes:

Condition Codes:

- 01 Transfer to another agency or department
- 02 Public Sale (Auction or sealed bid)
- 03 Leased property turned back
- 04 Recycle or sell for scrap
- 05 Unusable - ship to local dumpsite
- 06 Other: _____

- E Excellent
- G Good
- F Fair
- R Repairable
- U Unusable

| | | | |
|---|-------------------------|---|--|
| Requesting Department: Nampa Police Department | | Received By: <i>Doris Hayward-Roland</i> | |
| Requesting Person Name (Print): <i>Brad Daniels</i> | | Date Received: <i>June 21, 2016</i> | |
| Requesting Person Signature:  | Date: <i>6-21-16</i> | | |

2016 – 2017 LIQUOR RENEWAL LIST

| <u>BUSINESS NAME</u> | <u>ADDRESS</u> | |
|-------------------------------------|------------------------------------|------------|
| Greenhurst Chevron | 3030 E Greenhurst Road | 02/16/2016 |
| Wing Nutz | 1228 N Galleria Drive | 02/16/2016 |
| Chapala Mexican Restaurant | 525 Caldwell Blvd | 02/16/2016 |
| Ridgecrest Golf Club | 3730 Ridgecrest Drive | 02/16/2016 |
| Landmark Café | 3143 E Greenhurst Rd | 02/16/2016 |
| Idaho Pizza Company | 104 W Iowa | 02/16/2016 |
| Applebee's Grill & Bar | 1527 Caldwell Blvd | 02/16/2016 |
| WingStop | 2025 12 th Ave Rd #140 | 02/16/2016 |
| Shari's | 1807 Caldwell Blvd | 03/07/2016 |
| Shadow Hills LLC | 112/114 13 th Ave South | 03/07/2016 |
| Friendly Fred's | 507 16 th Ave No | 03/07/2016 |
| Brick 29 LLC | 320 11 th Ave S | 03/07/2016 |
| Red Robin | 222 Cassia Rd | 03/07/2016 |
| Starbuck's | 1324 12 th Ave Rd | 03/07/2016 |
| Smoky Mountain Pizza&Pasta | 2007 N Cassia | 03/07/2016 |
| Hong Kong Restaurant | 117 12 th Ave So | 03/07/2016 |
| Texas Roadhouse | 1830 Caldwell Blvd | 03/07/2016 |
| Cost Plus World Market | 16412 N Market Blvd | 03/21/2016 |
| The Dutch Goose | 1125 Caldwell Blvd | 03/21/2016 |
| Big Smoke #113 | 4211 Garrity Blvd | 03/21/2016 |
| Big Smoke#115 | 5687 Franklin Rd | 03/21/2016 |
| Big Smoke #109 | 2318 12 th Ave Rd | 03/21/2016 |
| Tobacco Connection#16 | 1107 12 th Ave S | 03/21/2016 |
| Tobacco Connection#23 | 16429 Midland Blvd | 03/21/2016 |
| Tobacco Connection#12 | 197 Caldwell Blvd | 03/21/2016 |
| Tobacco Connection#32 | 2918 Greenhurst | 03/21/2016 |
| Tobacco Connection#1 | 323 11 th Ave N | 03/21/2016 |
| Aces Place | 1652 Garrity | 04/4/16 |
| Nampa Civic Center | 411 3 rd St. South | 04/4/16 |
| Ford Idaho Center | 16200 Idaho Center | 04/4/16 |
| La Botana | 1512 1 st St. | 04/4/16 |
| Firehouse Sports Pub | 1515 N Midland | 04/4/16 |
| The Olive Garden Italian Restaurant | 16401 North Market Place | 04/4/16 |
| Airport Inn | 3111 Garrity Blvd | 04/04/2016 |
| Monkey Bizness | 724 1 st St South | 04/04/2016 |
| Jacksons#144 | 11950 W Karcher Rd | 4/04/2016 |
| Jacksons# 117 | 4315 Garrity Rd | 4/04/2016 |
| Jacksons# 85 | 612 Northside Blvd | 4/04/2016 |
| Jacksons# 62 | 100 Caldwell Blvd | 4/04/2016 |
| Jacksons#61 | 927 Caldwell Blvd | 4/04/2016 |
| Jacksons#60 | 224 22 nd Ave S | 4/04/2016 |
| Jacksons#59 | 2513 Caldwell | 4/04/2016 |
| Jacksons# 5 | 1407 Franklin | 4/04/2016 |
| Pete's Tavern | 11 12 th Ave S | 4/04/2016 |

**2016 – 2017
LIQUOR RENEWAL LIST**

| <u>BUSINESS NAME</u> | <u>ADDRESS</u> | |
|-----------------------------------|--------------------------------|-----------|
| Gem-Stop #20 | 1520 S. Middleton Rd | 4/04/2016 |
| Gem-Stop#32 | 111 S Midland Blvd | 4/04/2016 |
| Gem-Stop#15 | 1604 2 nd Ave South | 4/04/2016 |
| Gem-Stop #11 | 4624 Amity Ave | 4/04/2016 |
| Gem-Stop#10 | 323 Caldwell Blvd | 4/04/2016 |
| Gem-Stop#8 | 1400 Franklin Blvd | 4/04/2016 |
| Chapala Mexican Restaurant III | 2117 12 th Ave Rd | 4/04/2016 |
| Costeo Wholesale | 16700 N. Market Place | 4/18/2016 |
| Fiesta Guadalajara | 1202 N J Alcott Way | 4/18/2016 |
| Stinker Store #44 | 524 12th Ave | 4/18/2016 |
| Stinker-Store #48 | 224 Holly St. | 4/18/2016 |
| Stinker Store #82 | 3319 Garrity Blvd. | 4/18/2016 |
| Stinker Store #113 | 803 12th Ave S | 4/18/2016 |
| Maverik #287 | 2211 N Franklin Blvd | 4/18/2016 |
| Maverik #522 | 2516 W Karcher Rd. | 4/18/2016 |
| Maverik #178 | 723 N. 12th Ave Rd. | 4/18/2016 |
| El Tenampa | 248 Caldwell Blvd. | 4/18/2016 |
| Tacos-El Ray | 2707 Garrity Blvd | 4/18/2016 |
| Tangos Subs & Empanadas | 337 Caldwell Blvd | 4/18/2016 |
| Nampa Gusher | 324 3rd St S | 4/18/2016 |
| Agurilla Restaurant | 324 11 Ave N | 4/18/2016 |
| Chicago Connection | 523 12th Ave Rd | 4/18/2016 |
| Tiny's Lounge | 10 12 th Ave South | 4/18/2016 |
| El Rinconcito | 824 1st St. S. | 4/18/2016 |
| Prefunk Beer Bar | 1214 1st St. S | 4/18/2016 |
| Asian Grocery | 453 Caldwell Blvd. | 4/18/2016 |
| Flying M Coffee | 1314 2nd St S. | 4/18/2016 |
| JP Thailand Express | 2025 12th Ave Rd #130 | 4/18/2016 |
| Denny's #6640 | 607 Northside Blvd | 4/18/2016 |
| 1918 Lounge | 10 13th Ave | 5/2/2016 |
| Brewer's Haven | 1311 12th Ave Road | 5/2/2016 |
| The Rusty Canteen | 1911 1st St North | 5/2/2016 |
| El Rodeo Restaurant | 910 3rd St South | 5/2/2016 |
| Hispanic Cultural Center of Idaho | 315 Stampede Drive | 5/2/2016 |
| La Ranchera Nampa | 122 Holly St | 5/2/2016 |
| Howard's Tackle Shoppe Inc. | 1707 Garrity Boulevard | 5/2/2016 |
| Messenger | 1224 1st St S. | 5/2/2016 |
| Nampa Bowl | 485 Caldwell Blvd | 5/2/2016 |
| Campos Market Nampa | 3302 Caldwell Blvd | 5/2/2016 |
| Idaho Center Chevron | 5950 E Franklin Rd | 5/2/2016 |
| Little Saigon Vietnamese | 1305 2nd St South Ste 100 | 5/2/2016 |
| La Copa | 1524 1st St N | 5/16/2016 |
| Nampa Elks Lodge #1389 | 1116 1st St S. | 5/16/2016 |
| Walgreens #12483 | 932 Caldwell Blvd. | 5/16/2016 |

**2016 – 2017
LIQUOR RENEWAL LIST**

| <u>BUSINESS NAME</u> | <u>ADDRESS</u> | |
|---------------------------------|----------------------------|------------|
| Walgreens #10672 | 2219 12th Ave Rd | 5/16/2016 |
| Walgreens #05648 | 700 12th Ave S | 5/16/2016 |
| Canyon County Co-op | 1415 1st St S | 5/16/2016 |
| Slicks Bar | 525 E Kareher Rd | 5/16/2016 |
| Krung Thai Restaurant LLC | 3008 Garrity Blvd | 5/16/2016 |
| Mongolian BBQ | 1123 Caldwell Blvd | 5/16/2016 |
| Club 102 Bar & Grill | 102 11th Ave N | 5/16/2016 |
| Jalapeno's Bar & Grill | 1921 Caldwell Blvd | 5/16/2016 |
| Target Store T-2206 | 16300 N. Marketplace Blvd | 5/16/2016 |
| T.G.I. Fridays | 16225 N. Marketplace Blvd | 5/16/2016 |
| WinCo Foods | 2020 Caldwell Blvd | 5/16/2016 |
| The Woodshed | 817 E Kareher Rd | 5/16/2016 |
| Outback Steakhouse | 2011 W Kareher Rd | 5/16/2016 |
| The Social Bar & Grill | 306 N Kings Rd | 5/16/2016 |
| Chipotle Mexican Grill #2508 | 1471 Caldwell Blvd | 5/16/2016 |
| Big Kmart #3189 | 1813 Caldwell Blvd | 5/16/2016 |
| Super Pollo Mexican Grill LLC | 1204 12th Ave S | 5/16/2016 |
| Garrity 66 | 4423 Garrity Blvd | 5/16/2016 |
| Centennial Golf Course | 2600 Centennial Drive | 5/16/2016 |
| RedHawk Golf Course LLC | 12225 S Hunters Dr | 5/16/2016 |
| Italian to Go / Bit of Italy | 122 12 Ave S | 5/16/2016 |
| Northern Light Cinema Grill | 1509 Caldwell Blvd | 5/16/2016 |
| Albertsons #176 | 2400 12th Ave Rd | 5/16/2016 |
| Albertsons # 1602 | 715 12th Ave Rd | 5/16/2016 |
| The Getaway | 512 12th Ave Rd | 5/16/2016 |
| IOU Sushi II | 2107 W Cassia St | 5/16/2016 |
| Sizzler #434 | 501 Caldwell Blvd | 5/16/2016 |
| Winger's Restaurant & Alehouse | 16250 Marketplace Blvd | 5/16/2016 |
| The Dewey Restaurant and Lounge | 113 13th Ave S | 5/16/2016 |
| Whiskey River | 1314 1st St S. | 5/16/2016 |
| Walmart #2781 | 2100 12th Ave Rd S | 5/16/2016 |
| Walmart #3739 | 5875 E Franklin Rd | 5/16/2016 |
| Walmart #4180 | 175 S. Middleton Rd | 5/16/2016 |
| Fred Meyer #226 | 50 2nd St S | 5/16/2016 |
| Crescent Brewery | 1521 Front St | 5/16/2016 |
| Campos on Lonestar | 135 Lonestar Rd | 5/16/2016 |
| Pacific Sushi | 624 12 th Ave S | 5/16/2016 |
| Buffalo Wild Wings | 2101 N Cassia St 2111 | 06/02/2016 |
| Fraternal Order of Eagles | 118 11th Ave N | 06/02/2016 |
| TNT Dynamite Bar & Grill *New | 16 12th Ave S Suite B107 | 06/02/2016 |
| Alejandra's Mexican Restaurant | 1509 Caldwell Blvd | 06/02/2016 |
| Barb's Down the Road Tavern | 400 N Kings Rd #34 | 06/02/2016 |
| Burnt Lemon Grill | 732 Caldwell Blvd | 06/02/2016 |
| Canyon Creek Restaurant | 1411 Shilo Dr. | 06/02/2016 |

**2016 – 2017
LIQUOR RENEWAL LIST**

BUSINESS NAME

El Paraiso

ADDRESS

172 E Maine Ave

07/05/2016

CITY OF NAMPA
REGULAR COUNCIL
July 5, 2016
STAFF REPORT BY PUBLIC WORKS DEPARTMENT
MICHAEL FUSS, P.E., PUBLIC WORKS DIRECTOR

Update to Credit and Latecomer Policies Development

As previously reported to City Council on April 4, 2016, the City has contracted with J-U-B (JUB) Engineers, Inc., and Financial Consulting Solutions (FCS) Group to provide meeting assistance and technical expertise for policy development to update its water, sewer, and irrigation latecomer/credit/reimbursement policies. Staff, City consultants, and Nampa builders and developers have formed the Nampa Reimbursement Policy Committee (Committee) to facilitate these updates. The following summarizes activities to-date:

- A kickoff meeting was held on May 25 which included an introduction by City staff to explain the background and history of City policy and to generally establish the Committee's goals, schedule and outcomes
 - The kickoff meeting included a discussion of definitions, legal parameters, specific goals, what other municipalities do and the pros/cons of each, an open discussion of what is working, what is not working, what do we want to avoid, and what we want to accomplish
- The second meeting was held on June 15 which recapped and reaffirmed the Committee's goals for a reimbursement policy. Those goals are: predictable, consideration of risk to all parties, some flexibility for unique situations, incentive areas, equitable and balanced, legal, clear and concise, easily administered, does not encourage sprawl, and is transparent. More specific aspects were discussed that will form the sideboards for beginning development of a draft policy. These specific discussion items included:
 - What elements of a developer's infrastructure costs are eligible for reimbursement (e.g., easements, permits, design, construction, other)
 - What are the benefit areas associated with water, sewer, and irrigation installations
 - What is the timing and process for payments from benefitting developers and payment to originating developers
- The next Committee meeting is scheduled for July 13, at which time a draft set of key policy items will be presented and vetted amongst the group

Update to 2016 Street Division Chip Sealing Campaign

Major fog sealing in Zone A1 and Zone A2 is now 75% complete. The following roads are finished: Franklin Boulevard, Elm Lane, Prescott Lane, Cherry Lane, Birch Lane, 11th Avenue North, East Karcher Road, North 20th Street, and Fargo Road. Roadways to be completed by June 30 are: 16th Avenue North, 3rd Street North, 1st Avenue North from East Railroad Street to Northside Boulevard, 6th Street North from 1st Avenue North to Northside Boulevard, Northside Boulevard from the interstate off ramp to City limits, Broadmore Way from Northside Boulevard to Indian Creek, and West Railroad from Broadmore Way to the Wastewater Treatment Plant. Crews are continuing to sweep excess chips and will continue to do so the remainder of the week. Estimated cleanup (sweeping) date of completion is June 28. Fog sealing will be 100% complete on June 30, in approximately the same order of Zone A chip sealing. Thermoplastic application and paint striping is estimated to be completed by July 28. In the event of mechanical issues or inclement weather the schedule may be adjusted as required. 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, requests will be delayed until after completion, with the exception of an emergency.

RESOLUTION NO. 27-2016

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

WHEREAS, the City Council has authorized and passed Resolution No. 26-2015, implementing City policy to declare personal property surplus and to provide for its disposal through sale, transfer, recycling, discarding, destruction, or exchange; and

WHEREAS, the City Clerk of the City of Nampa has proposed for disposal of certain property that the City no longer has use for; and

WHEREAS the approval for the disposal of the below listed property has been obtained from the City Attorney or his designee, and is in compliance with City policy.

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1. That the attached listed property shall be disposed of under the direction and supervision of the City Clerk, and in accordance with City policy.
2. The staff of the City of Nampa is hereby authorized to take all necessary steps to carry out the authorization provided by this Resolution.

RESOLVED this 5th day of July, 2016.

Approved:

MAYOR ROBERT HENRY

ATTEST:

City Clerk

**DISPOSAL OF DECOMMISSIONED NAMPA POLICE DEPT.
VEHICLES**

- NPD has recently decommissioned three (3) vehicles of various makes and models.
- NPD Staff requests the following vehicles be declared surplus property:

| Item | Serial Number | Estimated Value |
|-----------------------|-------------------|-----------------|
| 2006 Ford F250 | 1FTSX20506BA70041 | \$4,000.00 |
| 2003 BMW R1150 | WB10499A83ZE88974 | \$1,500.00 |
| 1989 Itasca Motorhome | 17N530128JW009225 | \$2,500.00 |
| | | |

- NPD and Fleet Services requests the Mayor and City Council approve the identified decommissioned vehicles for disposal.
- Disposal falls within Public Works Fleet Services guidelines for funding, acquisition, maintenance, replacement and disposal of City fleet assets
- Fleet Services recommends disposal via public auction.
- Nampa Police Staff concurs with this recommendation

REQUEST:

- 1) Declare the equipment, as outlined above, as surplus property
- 2) Dispose of identified surplus property as recommend by Staff

**CITY OF NAMPA
DEPARTMENT PROPERTY DISPOSAL REQUEST**

Permission is hereby requested to dispose of the following personal property declared surplus by the Council. Disposal will be in a manner meeting the best interests of the City and in accordance with Idaho Code and City Resolution No. 25-2015

| Disposal Method Code | Use Category | Qty. | Description of Item | Cond. Code | Estimated Value |
|----------------------|--------------|------|---|------------|-----------------|
| 02 | Police Dept. | 1 | 2006 Ford F250 (Animal Control) City Asset #16-12732 | F | \$4,000 |
| 02 | Police Dept. | 1 | 2003 BMW R1150 Motorcycle City Asset #16-012077 | F | \$1,500 |
| 02 | Police Dept. | 1 | 1989 Itasca Motorhome (CNT Vehicle) City Asset #16-01272 | R | \$2,500 |
| | | | | | |
| | | | | | |

Disposal Method Codes:

- 01 Transfer to another agency or department
- 02 Public Sale (Auction or sealed bid)
- 03 Leased property turned back
- 04 Recycle or sell for scrap
- 05 Unusable – ship to local dumpsite
- 06 Other: _____

Condition Codes:

- E Excellent
- G Good
- F Fair
- R Repairable
- U Unusable

| | | | |
|---|------------------------|---|--|
| Requesting Department: Police | | Received By: <i>Doris Hayward-Rolano</i> | |
| Requesting Person Name (Print): Capt. Brad Daniels | | Date Received: <i>June 23, 2016</i> | |
| Requesting Person Signature:  | Date <i>6/23/16</i> | | |

BID AWARD

MIDLAND BOULEVARD AND ROOSEVELT AVENUE INTERSECTION PROJECT

- As a result of increasing traffic congestion, driver delays and accidents, the intersection of Midland and Roosevelt has been identified for an intersection capacity improvement project (see Exhibit “A” Vicinity Map).
- The Nampa Citywide Transportation Plan indicates the intersection warrants capacity improvements and recommends signalization.
- The Final Draft Nampa Impact Fee Study and Capital Improvement Plan identifies Midland and Roosevelt as one of thirteen priority intersections recommended for Impact Fee funding.
- The project includes the following improvements:
 - Traffic signal to accommodate traffic lanes within the existing fully developed roadway width of Midland Boulevard and Roosevelt Avenue.
 - Pavement surface repairs adjacent to the reconstructed curb and sidewalk areas.
 - Signal interconnect conduit for future system wide communication and integration.
 - Pedestrian facility upgrades to meet ADA standards.
 - Updated pavement and cross walk markings.
 - LED intersection lighting.
- The City received two (2) bids from (see Exhibit “B” Tabulation):

| | |
|------------------------|--------------|
| Hawkeye Builders, Inc. | \$702,757.00 |
| Quality Electric | \$712,652.58 |
- The project budget is \$900,000 (\$200k from Streets & \$700k from Impact Fee) and the estimated project costs are:

| | |
|-----------------------------------|----------------------|
| Design Engineering Contract | \$ 59,630.00 |
| Construction Engineering Estimate | \$ 40,000.00 |
| Construction | <u>\$ 702,757.00</u> |
| <i>Total</i> | <i>\$ 802,387.00</i> |
- A 70 calendar day contract time is anticipated.
- Engineering Division has reviewed the bids and recommends award to Hawkeye Builders, Inc.

Request: Award bid and authorize Mayor to sign contract for the Midland Boulevard and Roosevelt Avenue Intersection Project with Hawkeye Builders, Inc. in the amount of \$702,757.00

Bids Opened June 23, 2016 2:00 p.m.

| | | Hawkey Builders, Inc. | | | | Quality Electric, Inc.* | | | |
|---------------|---|-----------------------|------|--------------|----------------------|-------------------------|---------------|------------|----------------------|
| Item No. | Description | Quantity | Unit | Unit Price | Amount | Unit Price | Amount | Unit Price | Amount |
| 201.4.1.C.1 | Removal of Obstructions | 1 | LS | \$ 10,600.00 | \$ 10,600.00 | \$ 8,925.00 | \$ 8,925.00 | | |
| 201.4.1.D.1.A | Removal of Bituminous Surface (Estimated 6" Thick) | 95 | SY | \$ 22.00 | \$ 2,090.00 | \$ 33.00 | \$ 3,135.00 | | |
| 201.4.1.D.1.B | Removal of Concrete (Sidewalk/Ped Ramp/Driveway Ramp) | 252 | SY | \$ 12.00 | \$ 3,024.00 | \$ 19.00 | \$ 4,788.00 | | |
| 201.4.1.E.1 | Removal of Curb and Gutter | 230 | LF | \$ 8.00 | \$ 1,840.00 | \$ 3.25 | \$ 747.50 | | |
| 201.4.1.F.1 | Removal of Inlet Catch Basin | 1 | EA | \$ 625.00 | \$ 625.00 | \$ 420.00 | \$ 420.00 | | |
| 307.4.1.G.1 | Type "P" Surface Restoration | 113 | SY | \$ 56.00 | \$ 6,328.00 | \$ 38.00 | \$ 4,294.00 | | |
| 401.4.1.A.1 | Water Main Pipe - Size 6" | 15 | LF | \$ 80.00 | \$ 1,200.00 | \$ 105.00 | \$ 1,575.00 | | |
| 401.4.1.B.1 | Water Main Fitting - Size 6" | 1 | EA | \$ 665.00 | \$ 665.00 | \$ 475.00 | \$ 475.00 | | |
| 402.4.1.A.1 | Valve - Size 6" | 1 | EA | \$ 935.00 | \$ 935.00 | \$ 900.00 | \$ 900.00 | | |
| 601.4.1.A.5 | 12" Storm Drain, SDR 35 PVC | 15 | LF | \$ 61.00 | \$ 915.00 | \$ 72.00 | \$ 1,080.00 | | |
| 602.4.1.F.1 | Catch Basin - TY I | 2 | EA | \$ 730.00 | \$ 1,460.00 | \$ 1,155.00 | \$ 2,310.00 | | |
| 703.4.1.A.1 | Concrete (Cast-In-Place) - Class 30 | 4 | CY | \$ 340.00 | \$ 1,360.00 | \$ 236.00 | \$ 944.00 | | |
| 706.4.1.A.5 | 6" Standard Vertical Curb and Gutter | 234 | LF | \$ 27.00 | \$ 6,318.00 | \$ 23.00 | \$ 5,382.00 | | |
| 706.4.1.E.1 | Concrete Sidewalk, Thickness 5" | 244 | SY | \$ 50.00 | \$ 12,200.00 | \$ 42.00 | \$ 10,248.00 | | |
| 706.4.1.H.1 | Pedestrian Ramp w/Detectable Warning Domes, Type R-B2 | 8 | EA | \$ 1,450.00 | \$ 11,600.00 | \$ 1,260.00 | \$ 10,080.00 | | |
| 802.4.1.B.1 | Crushed Aggregate for Base, Type I | 130 | TON | \$ 25.00 | \$ 3,250.00 | \$ 15.75 | \$ 2,047.50 | | |
| 1101.4.1.A.1 | Traffic Signal | 1 | LS | \$301,775.00 | \$301,775.00 | \$333,868.68 | \$333,868.68 | | |
| 1101.4.1.B.1 | Fiber Optic Interconnect Cable | 2,480 | LF | \$ 4.50 | \$ 11,160.00 | \$ 3.38 | \$ 8,382.40 | | |
| 1103.4.1.B.1 | Traffic Control Signs | 510 | SF | \$ 6.00 | \$ 3,060.00 | \$ 14.75 | \$ 7,522.50 | | |
| 1103.4.1.C.1 | Traffic Control Barricades, Type II | 8 | EA | \$ 71.00 | \$ 568.00 | \$ 62.00 | \$ 496.00 | | |
| 1103.4.1.D.1 | Traffic Control Drums | 8 | EA | \$ 18.00 | \$ 144.00 | \$ 24.00 | \$ 192.00 | | |
| 1103.4.1.H.1 | Portable Tubular Markers | 330 | EA | \$ 15.00 | \$ 4,950.00 | \$ 14.50 | \$ 4,785.00 | | |
| 1103.4.1.I.1 | Traffic Control Flaggers | 500 | MH | \$ 21.25 | \$ 10,625.00 | \$ 26.00 | \$ 13,000.00 | | |
| 1103.4.1.J.1 | Traffic Control Maintenance | 150 | MH | \$ 35.00 | \$ 5,250.00 | \$ 29.00 | \$ 4,350.00 | | |
| 1104.4.1.A.1 | Painted Pavement Markings | 2,320 | SF | \$ 0.75 | \$ 1,740.00 | \$ 1.05 | \$ 2,436.00 | | |
| 1104.4.1.B.1 | Thermoplastic Pavement markings | 1,152 | SF | \$ 9.00 | \$ 10,368.00 | \$ 13.00 | \$ 14,976.00 | | |
| 1105.4.1.A.1 | Permanent Signage | 41 | SF | \$ 18.00 | \$ 738.00 | \$ 22.00 | \$ 902.00 | | |
| 1105.4.1.C.1 | Steel Sign Post (E-1) | 175 | LB | \$ 3.00 | \$ 525.00 | \$ 22.00 | \$ 3,850.00 | | |
| SP-1 | Directional Boring for Interconnect (4 Conduits) | 3,260 | LF | \$ 46.00 | \$ 149,960.00 | \$ 43.50 | \$ 141,810.00 | | |
| SP-2 | Sprinkler System Repair | 1 | LS | \$ 6,400.00 | \$ 6,400.00 | \$ 3,700.00 | \$ 3,700.00 | | |
| SP-3 | Landscape/Sod Repair | 1 | LS | \$ 5,600.00 | \$ 5,600.00 | \$ 3,000.00 | \$ 3,000.00 | | |
| SP-4 | Remove and Replace Fire Hydrant | 1 | EA | \$ 3,094.00 | \$ 3,094.00 | \$ 3,200.00 | \$ 3,200.00 | | |
| SP-5 | Construction Survey | 1 | LS | \$ 4,500.00 | \$ 4,500.00 | \$ 4,250.00 | \$ 4,250.00 | | |
| SP-6 | Erosion Sediment Control | 1 | LS | \$ 2,000.00 | \$ 2,000.00 | \$ 1,200.00 | \$ 1,200.00 | | |
| SP-7 | Miscellaneous Site Work | 1 | CA | \$ 50,000.00 | \$ 50,000.00 | \$ 50,000.00 | \$ 50,000.00 | | |
| SP-8 | Obliteration of Pavement Markings | 3,600 | SF | \$ 2.00 | \$ 7,200.00 | \$ 2.00 | \$ 7,200.00 | | |
| SP-9 | ADA Junction Box Pairs | 9 | EA | \$ 2,710.00 | \$ 24,390.00 | \$ 2,449.00 | \$ 22,041.00 | | |
| 2010.4.1.A.1 | Mobilization (Maximum Allowed = 5% of Total Bid) | 1 | LS | \$ 34,300.00 | \$ 34,300.00 | \$ 31,520.00 | \$ 31,520.00 | | |
| | TOTAL FOR BID SCHEDULE | | | | \$ 702,757.00 | | | | \$ 720,032.58 |

Math errors corrected

BID AWARD

UPRR OVERPASS DECK REPAIRS (KINGS RD & AMITY AVE)

- The Kings Rd. and Amity Ave. overpasses (see Exhibit "A") were identified as requiring maintenance during routine asset inspection in December 2014. The decks have been in service for approximately eight (8) years and are beginning to wear. Routine deck maintenance is an effective way to extend the useful life of the two (2) overpasses.
- The project was designed by Keller Associates and consists of two parts, a sealer and an epoxy overlay. The deck rehabilitation has an estimated useful life of fifteen (15) years and a lower life-cycle cost than a full deck rebuild.
- The City solicited formal bids for the project in accordance with I.C. § 67-2805(3) and five (5) contractors responded with the following bids:

| | |
|-----------------------------------|--------------|
| 1) ProTech Coatings, Inc. | \$244,106.40 |
| 2) Cannon Builders, Inc. | \$256,931.00 |
| 3) Braun-Jensen, Inc. | \$266,492.00 |
| 4) L&J Construction Group, LLC | \$283,182.00 |
| 5) Concrete Placing Company, Inc. | \$317,549.90 |
- The UPRR Overpass Deck Repairs (Kings Rd & Amity Ave) project has an approved FY16 Streets Division budget of \$243,694

| | |
|----------------------------------|-------------------|
| Design and Survey | \$ 38,585 |
| Construction Bid | \$ 244,106 |
| <i>Observation Estimate (8%)</i> | \$ 19,529 |
| Total | \$ 302,220 |

- Additional funding for the project will be covered by adjustments within the FY 16 streets budget.
- Engineering Division staff and Keller Associates have reviewed and recommend awarding the bid to ProTech Coatings, Inc.

REQUEST: Authorize the Mayor to sign contract with ProTech Coatings, Inc. to construct the UPRR Overpass Deck Repairs (Kings Rd & Amity Ave) project.

Exhibit A

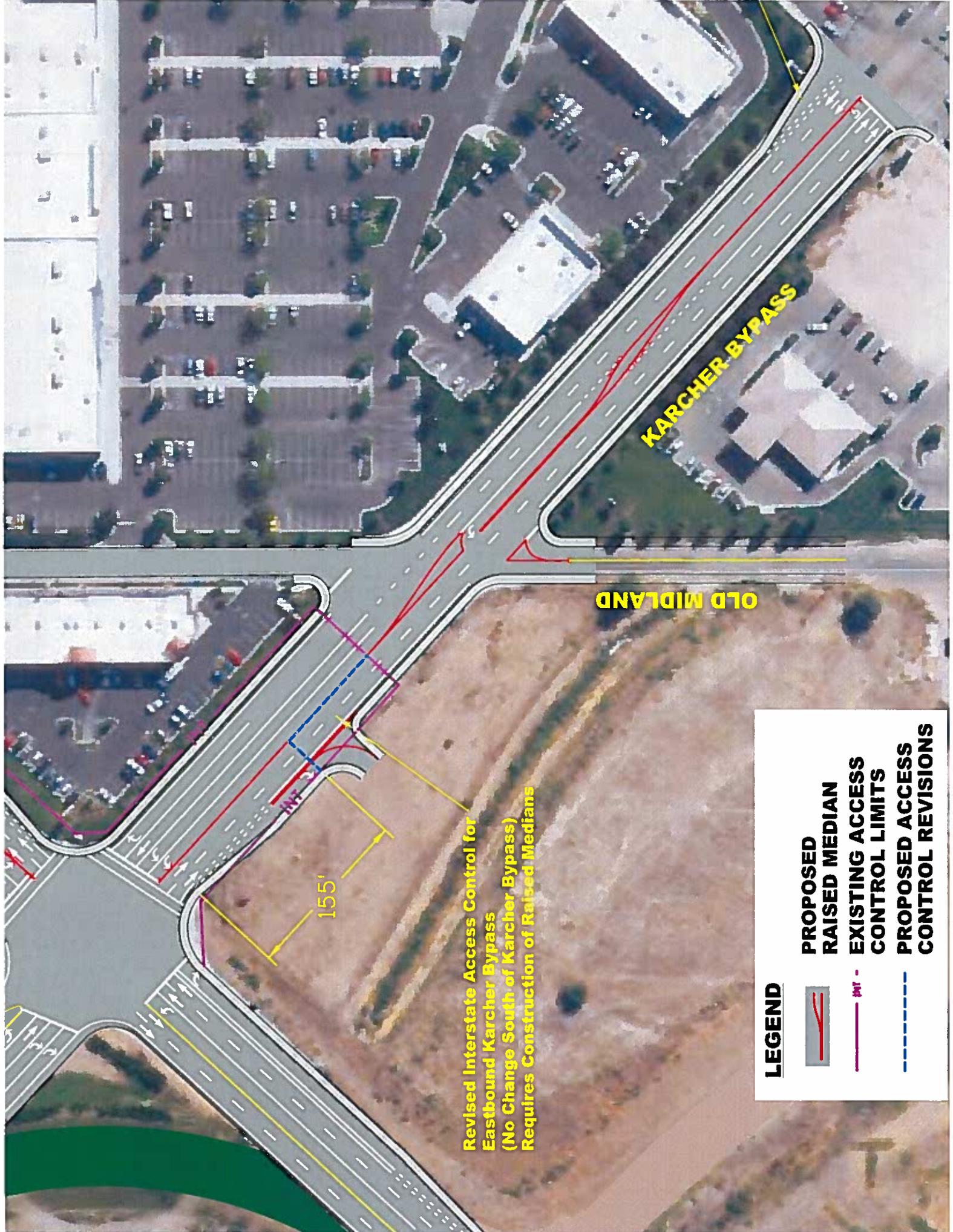


COOPERATIVE AGREEMENT AND FINAL DESIGN PROFESSIONAL SERVICES AGREEMENT KARCHER INTERCHANGE AREA

- The Karcher Interchange on I-84 was constructed with only one continuous southbound lane on Midland Boulevard.
- Council approved \$500,000 in the FY2016 budget focused on Midland Boulevard and Karcher Bypass near the I-84 Karcher Interchange.
- Council approved a cooperative agreement with Idaho Transportation Department (ITD) in December 2014 to complete an Interchange Modification Report (IMR) as a required first step in improving traffic flow in and around the intersection of Midland Boulevard and Karcher Bypass. City and ITD staff selected Parametrix' proposal to accomplish this work. Staff anticipated that additional work would follow a successful IMR; that eventuality was accommodated in the solicitation process. The IMR was completed for a total cost of \$109,000.
- In March 2016, Council further authorized \$35,000 for the next step in creating a project to fund the required National Environmental Policy Act study. That study has now been submitted to ITD and the Federal Highway Administration for final approval.
- Based on IMR recommendations and the NEPA study, ITD has created a new \$2.2 million project funded entirely by the state to implement the IMR recommendations.
- Next step is to design the improvements (See Exhibit "A" graphic of proposed changes). This requires a cooperative agreement (See Exhibit "B") with ITD to define roles and responsibilities of the two agencies. A copy is attached.
- The negotiated cost with Parametrix to complete design and prepare all bid documents is \$444,200. Added to the City's already-committed \$144,000, this exceeds the City's \$500,000 commitment by approximately \$88,000.
- The Cooperative Agreement provides that ITD will pay all design costs after the City's existing budget is exhausted.
- The Engineering Division recommends approval of the Cooperative Agreement and the Professional Services Agreement.

REQUESTS:

1. By Resolution, authorize Mayor to sign Cooperative Agreement, I-84 Karcher Interchange MP33.6
2. Authorize Mayor and Public Works Director to sign Professional Services Agreement for final design with Parametrix for an amount not to exceed \$444,200.



KARCHER BYPASS

OLD MIDLAND

155'

Revised Interstate Access Control for
Eastbound Karcher Bypass
(No Change South of Karcher Bypass)
Requires Construction of Raised Medians

LEGEND

-  **PROPOSED MEDIUM**
-  **EXISTING ACCESS CONTROL LIMITS**
-  **PROPOSED ACCESS CONTROL REVISIONS**

**COOPERATIVE AGREEMENT
I-84, KARCHER INTERCHANGE (MP 33.6)
KN 19814**

PARTIES

This Agreement is made and entered into this _____ day of _____, 2016, by and between the **IDAHO TRANSPORTATION DEPARTMENT**, hereafter called the State and the **CITY OF NAMPA**, hereafter called the City.

PURPOSE

The Karcher Interchange (Karcher IC) is a vital access point to the western part of Nampa and to SH-55 south. The area around the interchange has developed rapidly and the interchange configuration is not meeting current demand. At the time that this Agreement is executed, the interchange is #27 on the statewide High Accident Location (HAL) list, and #3 on the District 3 unsignalized intersection HAL.

A Cooperative Agreement (dated 12/23/14) and subsequent Amendment (dated 7-24-15) was entered into between the State and the City which provided for completion of the Eight Point Access Study (a.k.a. Interchange Modification Report or IMR) required by the Federal Highway Administration (FHWA) for any changes to existing interstate interchanges. The Parties have committed additional resources to complete the environmental evaluation, project design and construction of improvements recommended in the Eight Point Access Study.

This Agreement supplements the original agreement and its amendment by setting out the responsibilities of the Parties in design and construction of the project.

Authority for this Cooperative Agreement is established by Idaho Code Sections 40-317.

The Parties agree as follows:

NEPA DOCUMENTATION AND DESIGN SERVICES:

1. The City has committed to fully fund the National Environmental Policy Act (NEPA) documentation and all design services through PS&E ("Project Development") for the Karcher Interchange improvements. The City will not seek reimbursement from the State or FHWA for the costs of these services.
2. The City has contracted with a consultant (Parametrix) for development of the NEPA documentation and will also contract with Parametrix for the Project Development services.
3. The City and the State will participate in the various tasks and reviews necessary to complete the Project Development and produce a bid-ready plan set.
4. The State will be the point of contact for coordination and communication with FHWA. The City may join at their discretion.

- 5. The City will fund all invoices up to \$500,000, including the IMR, NEPA document, and design services.
- 6. The State will fund a maximum of \$88,200 to fund design services after the City has expended the entirety of their contribution.

CONSTRUCTION OF SELECTED IMPROVEMENTS:

- 1. The State has programmed a construction-only project ("Construction Project") in Fiscal Year 2017 of the Draft FY17-21 Idaho Transportation Investment Program (ITIP), in the amount of \$2,000,000 for construction (CN) and \$200,000 for construction services (CE/CC).
- 2. In the event this project is ultimately approved in the ITIP, it will be scheduled for construction in calendar year 2017.
- 3. If the project is approved, the State will bid and administer the construction contract. The City may participate as agreed upon in advance of the construction occurring.

GENERAL

- 1. This Agreement shall become effective on the first date mentioned above, and shall remain in full force and effect until amended or replaced upon the mutual written consent of both parties.
- 2. Each Party will retain its records of the project for a period of three (3) years after completion of the work.
- 3. Sufficient Appropriation. It is understood and agreed that the State is a governmental agency, and this Agreement shall in no way be construed so as to bind or obligate the State beyond the term of any particular appropriation of funds by the Federal Government or the State Legislature as may exist from time to time. The State reserves the right to terminate this Agreement if, in its sole judgment, the Federal Government or the legislature of the State of Idaho fails, neglects or refuses to appropriate sufficient funds as may be required for the State to continue payments. Any such termination shall take effect immediately upon notice and be otherwise effective as provided in this Agreement.

EXECUTION

This Agreement is executed for the State by its District Engineer; and executed for the City by the Mayor, attested to by the City Clerk, with the imprinted corporate Seal of the City of Nampa.

IDAHO TRANSPORTATION DEPARTMENT

District Engineer

ATTEST:

CITY OF NAMPA

City Clerk

Mayor

(Seal)

By regular/special meeting

On _____

hm:Karcher IC Coop 2016.docx

RESOLUTION

WHEREAS, the Idaho Transportation Department, hereafter called the **STATE**, has submitted an Agreement stating obligations of the **STATE** and the **CITY OF NAMPA**, hereafter called the **CITY**, for improvements at the Karcher Interchange, MP 33.6; and

WHEREAS, the roles and responsibilities of the **STATE** and the **CITY** are outlined in the Cooperative Agreement; and

WHEREAS, the **STATE** can only pay for work associated with the State Highway system; and

NOW, THEREFORE, BE IT RESOLVED:

1. That this Cooperative Agreement for improvements at the Karcher Interchange, MP 336 is hereby approved.
2. That the Mayor and the City Clerk are hereby authorized to execute the Agreement on behalf of the **CITY**.
3. That duly certified copies of the Resolution shall be furnished to the Idaho Transportation Department.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution passed at a *regular, duly* called special (X-out non-applicable term) meeting of the City Council, City of Nampa, held on _____, _____.

(Seal)

City Clerk

REQUEST FOR DEFERRAL OF STREET WIDENING, CURB, GUTTER, AND SIDEWALK FOR CHERRY LANE FELLOWSHIP BAPTIST CHURCH

- Fellowship Baptist Church is building a new facility at 5480 Cherry Lane
- Per City Code Title 9 Chapter 3 Section 1 they are required to widen the road and install curb, gutter and sidewalk along their frontage
- Plans for the widening of Cherry Lane were submitted with the building permit application and reviewed and approved by the Engineering Division
- On June 17th the Engineering Division received the attached request (Exhibit "A") to defer the installation of the Cherry Lane frontage widening
- Currently there are not sections of Cherry Lane between Can-Ada and Star Road that have been widened (Exhibit "B")
- If approved the Deferral Agreement (Exhibit "C") is recorded against the property and requires the property owner to install the deferred improvements at such time as they receive notice from the City as outlined in the agreement
- The Engineering Division has reviewed the request and does not oppose granting said request

REQUEST: Approve Deferral of Street Widening, Curb, Gutter, and Sidewalk at 5480 Cherry Lane for Fellowship Baptist Church.



Pastor
Jeff Estes

June 17, 2016

City of Nampa Engineering Division
411 3rd St. South
Nampa, ID 83651

Phone Numbers:
(208) 468-7777
(208) 869-6133

To: Daniel Badger, P.E., Staff Engineer

Email:
jeff@fbcidhao.org

Hello, and thank you for your service to the City of Nampa.

Address:
5480 Cherry Lane
Nampa, ID
83687

Our church, located at 5480 Cherry Lane in Nampa, began construction of our first church building this past Fall. We have encountered some rather large expenses that involve bringing services that were not yet present to our property. We spent approximately \$230,000 to bring water to our site. We have also recently encountered a nearly \$300,000 projected expense due to Idaho Power and their subcontractors moving their lines to accommodate for the street widening. While we have a loan commitment to complete our project, we want to be good stewards and would like to phase the street improvements to coincide with our neighbor's developments.

9:30 Sunday School
10:30 Worship
6:00 Evening Service
7:00 Tuesday Night

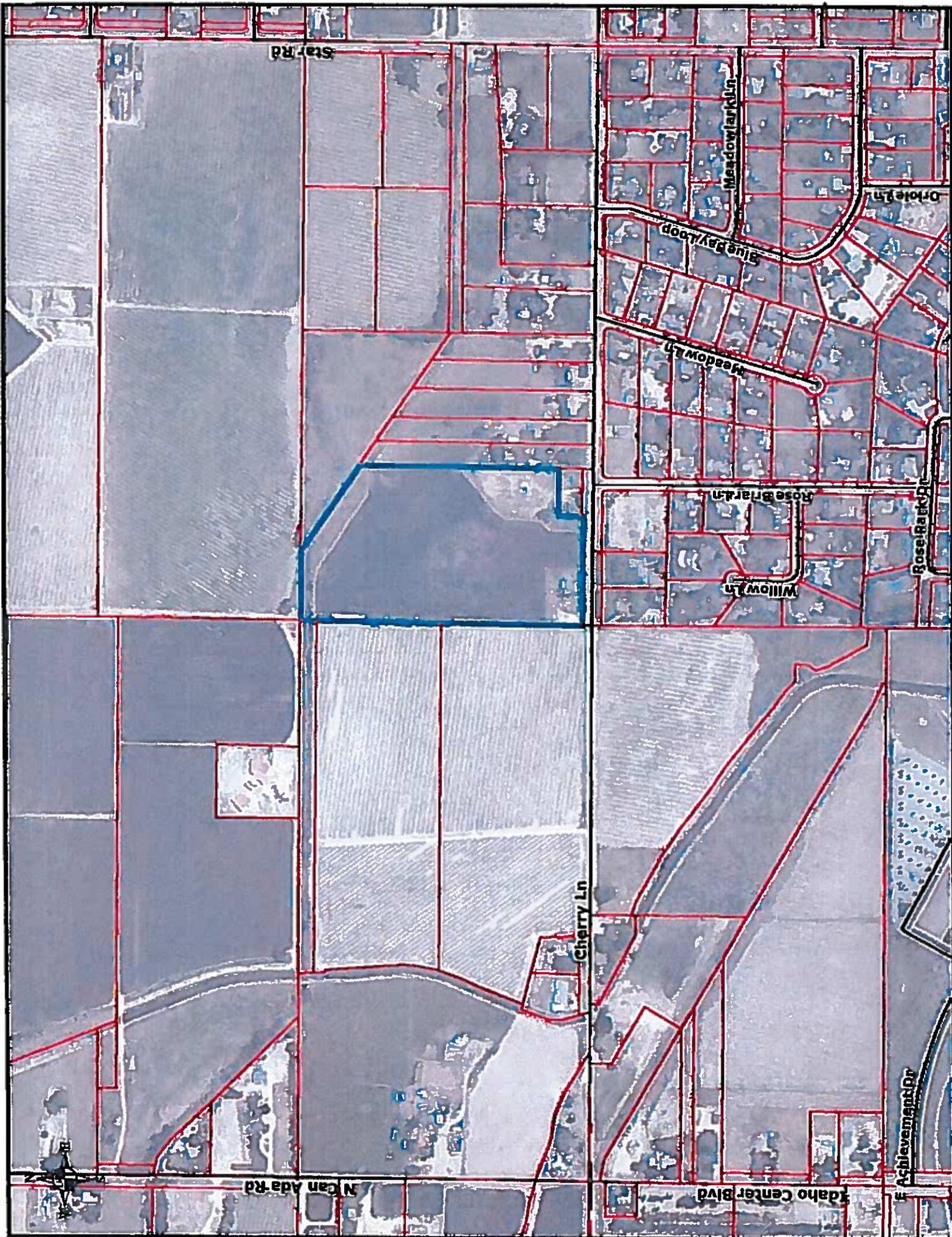
We are requesting a deferral of the street improvement including paving, curb and gutter, and sidewalks until such a time as other development on either side of the church property is required. Delaying those improvements would bring the project back into scope and remove a significant financial hurdle.

Thank you for taking time to consider our request.

Sincerely,

Jeff Estes
Pastor of Fellowship Baptist Church
16214 N Broken Top Drive
Nampa, Idaho 83651

That which we have
seen and heard
declare we unto you,
that ye also may have
fellowship with us:
and truly our
fellowship is with the
Father, and with his
Son Jesus Christ.



**AGREEMENT FOR DEFERRAL
OF CURB, GUTTER AND/ OR SIDEWALK, AND STREET CONSTRUCTION
For NON-RESIDENTIAL PROPERTIES**

THIS AGREEMENT, made and entered into this ____ day of _____, 2016 by and between THE CITY OF NAMPA, a municipal corporation, and Fellowship Baptist Church, Inc., applicant.

WITNESSETH:

WHEREAS, Section 9-3-1 of the Nampa City Code authorizes deferral of the requirement of roadway construction for an unspecified period of time;

NOW, THEREFORE, it is hereby agreed as follows:

1. Applicant is the owner of the following described real property located in Nampa, Canyon County, Idaho, to wit:

EXHIBIT "A" (Legal Description attached)

2. The City agrees to defer the requirement of curb, gutter and/ or sidewalk, and/or certain street construction on said real property subject to the following limitations and restrictions:
 - A. The Nampa City Engineer approves the deferral.
 - B. No temporary or permanent structure or landscaping will be added along the street frontage area which shall impede the construction of the future curb, gutter and/ or sidewalk, and/or certain street improvements.
3. The City shall require construction of the Improvements upon notification as stipulated in Section 9-1-8 of the Nampa City Code; or upon the formation of a future Local Improvement District (LID).
 - A. If an LID is formed, it shall offer the option of making payments for the improvements over a period of years as provided by said LID and in accordance with Idaho State Statutes.
4. The terms and conditions of this deferral shall be deemed to be a covenant running with the land and binding upon the parties hereto.
5. The provisions and stipulations of this Agreement shall inure to and bind the heirs, executors and administrators, assigns and successors in the interest of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

PROPERTY OWNER(S):

CITY OF NAMPA:



Jeff Estes, President
Fellowship Baptist Church, Inc.

Michael J. Fuss
Public Works Director

STATE OF IDAHO)
) ss.
COUNTY OF CANYON)

On this 24 day of June, 2016, before me, the undersigned, a Notary Public, in and for said State, personally appeared, Jeff Estes known to me to be the person whose name is subscribed.

IN WITNESS THEREOF, I have hereunto set my hand and affixed by official seal, the day and year in this certificate first above written.


Notary Public for Idaho
Commission expires: 5/29/2020



STATE OF IDAHO)
) ss.
COUNTY OF CANYON)

On this _____ day of _____, 20_____, before me, the undersigned, a Notary Public, in and for said State, personally appeared **Michael J. Fuss**, known to me to be the person whose name is subscribed.

IN WITNESS THEREOF, I have hereunto set my hand and affixed by official seal, the day and year in this certificate first above written.

Notary Public for Idaho
Commission expires:

SEAL

EXHIBIT "A"

LEGAL DESCRIPTION OF THE PROPERTY

A part of the SW ¼ SE ¼, Section 6, Township 3 North, Range 1 West, B.M., Canyon County, Idaho, more particularly described as follows:

Beginning at South quarter corner, Section 6, T.3N., R.1W., B.M. Canyon County, Idaho, the REAL POINT OF BEGINNING;

- Thence N.0°15'E. 1320.00 feet along the quarter line to a point;
- Thence S.89°54'E. 322.36 feet along the sixteenth line to a point;
- Thence S.56°12'E. 209.44 feet along the centerline of the Ten Mile Drain Ditch to a point;
- Thence S.0°35'W. 1203.78 feet to a point;
- Thence N 89°54' W. 490.00 feet along the section line to the Real Point of Beginning.

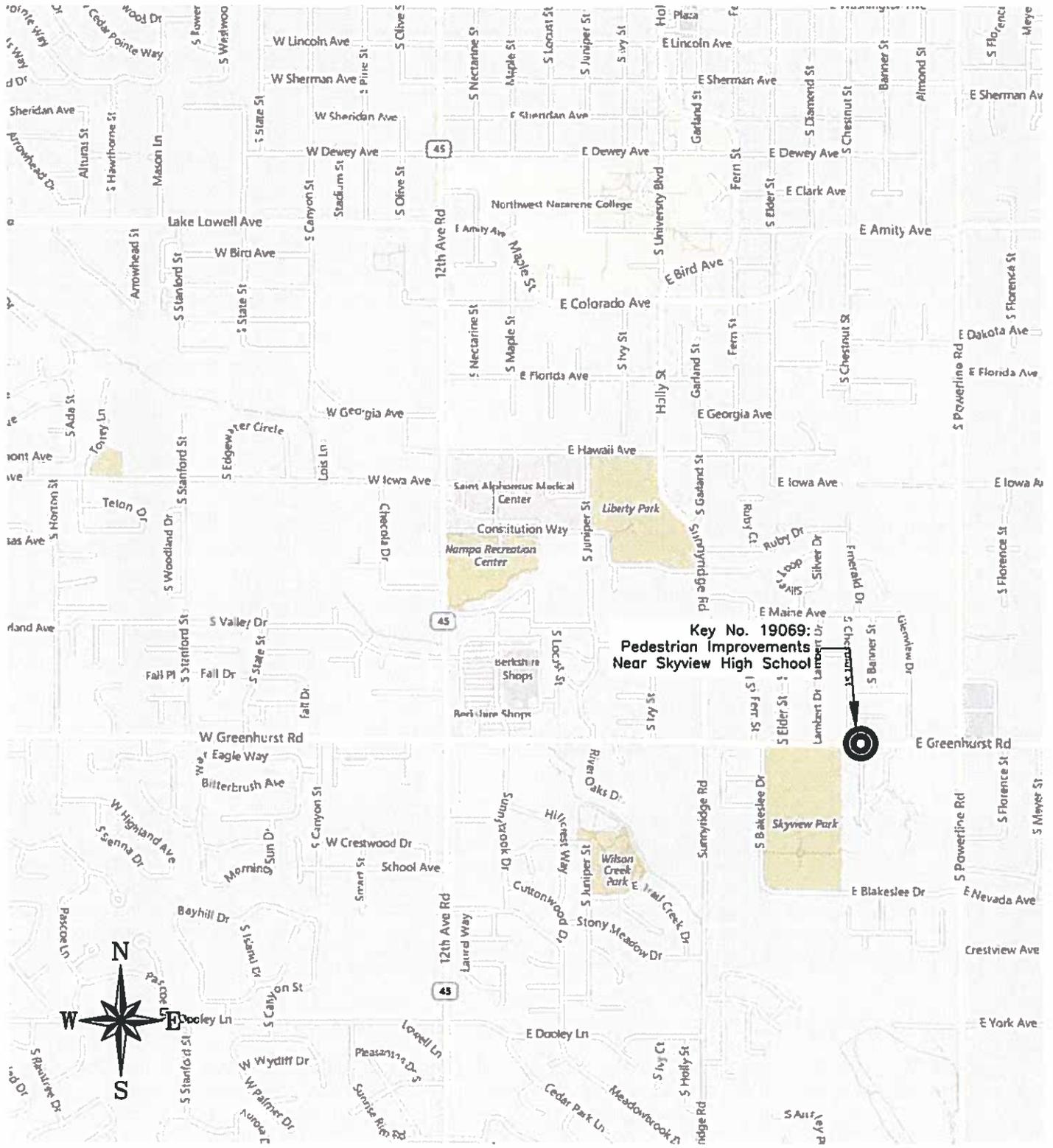
**AUTHORIZE PROCEEDING WITH BID PROCESS
PEDESTRIAN IMPROVEMENTS NEAR SKYVIEW HIGH SCHOOL
(Key No. 19069)**

- The City, in partnership with Valley Regional Transit, Nampa School District and COMPASS was awarded Federal Funds to design and construct pedestrian safety improvements at Skyview High School on Greenhurst Road (see Exhibit "A" Vicinity Map).
- Funding is through the Federal Transit Administration (FTA) grant program administered by Valley Regional Transit (VRT) under a subrecipient agreement authorized by Council on April 18, 2016.
- Council authorized a Professional Services Agreement with Paragon Consulting, for the design of the project, on April 18, 2016.
- The project includes installing a Rectangular Rapid Flashing Beacon (RRFB) and illumination system at the intersection of East Greenhurst Road and the west entrance to Skyview High School. In addition to the RRFB, construction will include new sidewalks, pedestrian ramps, lighting, pavement markings and crosswalk striping.
- Estimated project costs are:

| | |
|---------------------------------------|---------------------|
| Design Engineering | \$ 17,000.00 |
| Construction Engineering & Inspection | \$ 5,000.00 |
| Construction Estimate | <u>\$ 73,000.00</u> |
| <i>Total Estimate</i> | <i>\$ 95,000.00</i> |
- Funding is based on an 80% Federal (\$76,000) and 20% City match (\$19,000) from FY16 Streets.
- While the City and VRT have met the requirements of "Pre-Award Authority" with funding obligation anticipated by September, 2016, funding is not guaranteed until obligated at the federal level. VRT reports that to date they have not had a Pre-Award fall through for any Subrecipient.
- Construction is anticipated to begin in the late summer of 2016 with completion in the fall of 2016.
- Engineering recommends proceeding with the formal bid process

Request: Council authorize Engineering to proceed with the formal bid process for the Pedestrian Improvements near Skyview High School Project.

CITY OF NAMPA PEDESTRIAN IMPROVEMENTS NEAR SKYVIEW HIGH SCHOOL, KEY NO. 19069



CITY OF NAMPA
KEY NO. 19069



157 W. 4th Street
Kuna, Idaho 83634
PH: (208) 922-9138
FX: (208) 922-9168

Scale: N.T.S. Date: 6/22/2016 Project Number: 005-16-005-A

Drawing: P:\Projects\Nampa 005-15-002\CE\CADD\SKYVIEW VICINITY.dwg

PILOT PROGRAM TRAFFIC CALMING

- The City of Nampa has received a letter from the Midsummers Lane Homeowners Association requesting traffic calming measures in their neighborhood. Midsummers Lane is located north of Cherry Lane between Madison and Franklin (see Exhibit A for vicinity map). Traffic Calming measures include medians, lane diversions, and or speed bumps designed to reduce speeding in residential neighborhoods and increase safety. The City has received several traffic calming requests in the past and anticipates more to come. The Engineering Division has drafted guidance to address this request and future requests. The Draft guidance is included as Exhibit B. Successful implementation of this program will require neighborhood participation and development of partnerships with the City. In order to qualify for this program the street must be residential with a posted speed limit of 30 MPH or less. The program is phased in three stages as follows:

Stage 1 – The neighborhood representative sets up a meeting to gain neighborhood support and then sends a letter to the Engineering Division to initiate a study. This stage includes the placement of automated speed-monitoring trailers, which display to drivers their “actual” speed to encourage their compliance with posted speed limits and increased law enforcement patrols. If these methods are ineffective then the program will proceed to Stage 2.

Stage 2 – The neighborhood representative will collect affected resident’s signatures committing to partially funding design, construction and maintenance of the selected traffic calming measures. This stage includes an engineering evaluation of speed data and crash history to be used in Stage 3.

Stage 3 – The Engineering Division will provide details of several traffic calming alternatives for the neighborhood to choose from. The selected traffic calming measure will be brought to the City Council for City funding participation.

- The neighborhoods contribution will be 75% of the construction cost and the City will cover the remaining 25%. The City will design, bid, oversee construction and maintain the pavement, striping and signage. The residents or homeowners association will be responsible for the maintenance of landscaping, curb, gutter and sidewalks.
- If the Council is agreeable, the next steps will be as follows:
 1. Send the draft guidance to the Midsummers Lane Homeowners Association and ask if they would like to participate in our pilot program.
 2. The guidelines will be revised based on our lessons learned in the pilot.
 3. The guideline will be brought forth to the Engineering Development Process and Policy Planning committee for adoption as a new policy.
 4. A new business item will be brought forth to the City Council asking for adoption as a new city policy.

REQUEST: Council authorize pilot program

Exhibit A





City of Nampa Traffic Calming Guidance

Revised – 6/27/16

Purpose:

The City of Nampa's Traffic Calming Program is a proactive, community-based program designed to enhance the quality of life in Nampa neighborhoods. It is a common goal among City leaders and residents to calm traffic on local residential streets where speeding, crashes, and/or non-local traffic are concerns, providing a safer environment for motorists, pedestrians, and children. Through this program residents will partner with the City of Nampa to evaluate traffic concerns in their neighborhood.

This information will help residents determine whether a street qualifies for the City's Neighborhood Traffic-Calming program and navigate them through the program to establish traffic calming in their neighborhood. Should residents have further questions on this program or would like additional information, contact the Engineering Division at 208-468-5409.

Getting Started:

Active citizen participation is the key to the success of all traffic-calming projects. Experience in other cities has shown that traffic calming projects installed without strong neighborhood participation are frequently unsuccessful, requiring the removal of some or all measures. This involvement instills a sense of ownership in the project once traffic-calming measures are installed. Qualifying for Nampa's Neighborhood Traffic-Calming Program requires gaining consensus through organized neighborhood meetings and a petition. As part of the partnership with the City, the neighborhood will be asked to participate in a portion of the traffic calming installation costs.

Additionally, the street being considered should meet the following pre-qualifications to be eligible for this program:

- Have a speed limit of 30 mph or less.
- Be classified as a residential street.
- Cannot be a cul-de-sac.
- Cannot be used as a critical emergency response route or provide direct access to a fire/EMS station or hospital.

This program applies only to existing streets. It does not apply to future roads or to new subdivision streets under construction.

The Program:

The neighborhood representative or Home Owners Association (HOA) President is encouraged to organize a public neighborhood meeting to develop commitment to this program. If the street being considered meets the above pre-qualifications and there is commitment generated at the neighborhood meeting, the neighborhood representative or Home Owners Association President must submit a letter to the Engineering Division requesting the street be evaluated for traffic calming. Upon receipt of this request, the Engineering Division will send the neighborhood representative a map defining the affected area. The affected area typically consists of streets whose primary access is directly off the affected street. This includes households, apartments, and/or businesses located on the affected street(s) as well as any households and apartments located on adjoining streets or cul-de-sacs attached to the affected street(s).

STAGE ONE

Pre Traffic-Calming Solutions:

Residents can request the use of automated speed-monitoring trailers, which display to drivers their “actual” speed to encourage their compliance with posted speed limits. The trailers monitor traffic patterns in a given neighborhood for several days at a time. The units record the number of vehicle and speed of each vehicle. This data is used to identify traffic related problems.

Enforcement:

After the traffic analysis is completed, the STEP (Selective Traffic Enforcement Program) may respond with increased enforcement to address the issue. Residents should be specific regarding the days and times of traffic concerns to help determine when enforcement is needed.

If the above tactics have been pursued and the Engineering Division has determined these initiatives to be ineffective, staff will advise the residents to proceed to Stage Two of the Neighborhood Traffic-Calming Program.

STAGE TWO

Engineering/Study:

Step One – Petition Request

The neighborhood representative requesting traffic-calming measures will need to circulate a petition to be signed by residents in the affected area and submit it to the Engineering Division.

- In order for the request to proceed, the petition must contain signatures from 75% percent of the households located in the affected area and 80% of the households on the affected street.

- If an apartment complex and/or business are located on the affected street or within the effected area, only the signature of the owner's representative will be accepted for the purpose of achieving the required percentage for the petition.
- Once a petition is received the Engineering Division will develop a schedule for completing the evaluation.

Step Two – Petition Approval

Once the Engineering Division receives the petition it will then be reviewed by staff to ensure its accuracy.

- Once staff verifies the petition, the request for a traffic-calming study will be placed in active status and will move forward with a comprehensive traffic study.
- If the Engineering Division does not approve the petition, for lack of necessary signatures or other reasons, it will be sent back with an explanation of why it was not approved.

Step Three – Comprehensive Traffic Study

The Engineering Division will conduct a comprehensive traffic study for the affected area to determine if the street(s) meets the following criteria:

- Has a high daily volume of vehicles in the affected area.
- The 85th percentile speed (the speed which 85 percent of vehicles travel) must be higher than posted speed limit.

If the engineering evaluation indicates that traffic calming is recommended, staff will advise the residents to proceed to Stage Three.

STAGE THREE

Engineering/Conceptual Plans and Implementation:

Step One – Selecting the Appropriate Traffic-Calming Measure

The Engineering Division will send a letter to the neighborhood representative recommending several traffic calming options from the list below. The neighborhood representative shall organize a neighborhood meeting to discuss the traffic calming options and determine a preferred alternative. The neighbor representative shall write a letter to the Engineering Division summarizing the results of the meeting and the selected alternative.

Step Two – Traffic-Calming Installation

Once the Engineering Division has received the neighborhood selection the street will be placed on a priority list for design and construction. Once the design is complete, the City Council will be asked to approve construction of the traffic calming installation at the next regularly scheduled Council meeting.

Step Three– Post Evaluation

Six months after the traffic-calming measure(s) installation, the Engineering Division will conduct a follow-up study to ensure that it is effective. The results of the evaluation will be sent

to the neighborhood representative for distribution. If needed, the Engineering Division will make recommendation to City Council for the adjustment of traffic-calming measure(s).

Acceptable Traffic Calming Measures

Potential traffic calming measures may include speed humps, medians and lane restrictions. A list of acceptable traffic-calming measures can be found at the following site from the Institute of Transportation Engineers: <http://www.ite.org/traffic/tcdevices.asp>.

The cost of installation is generally within the following ranges:

| Traffic Calming Measure | Cost Range |
|--------------------------------|----------------------|
| Center Island Narrowing | \$26,000 to 32,000 |
| Chicanes | \$32,000 to \$42,000 |
| Chokers | \$30,000 to \$36,000 |
| Diversion | \$21,000 to \$25,000 |
| Protected Parking | \$21,000 to \$25,000 |
| Realigned Intersections | \$23,000 to \$28,000 |
| Traffic Circles | \$14,000 to \$17,000 |
| Semi-Diverter | \$29,000 to \$35,000 |
| Force Turn Islands | \$15,000 to \$19,000 |
| Speed Humps | \$3,000 to \$5,000 |

Non-Acceptable Traffic Calming Measures

Stop Signs:

A common request to address speeding in neighborhoods is the installation of Stop signs. This may seem like an easy way to reduce vehicle speeds, however, Stop signs used for traffic calming can actually create a dangerous and undesirable situation.

Stop signs that are used as a traffic-calming measure can cause high incidences of drivers intentionally violating the stop and other traffic-related issues. When vehicles do stop, the speed reduction is often only effective in the immediate area, since motorists will then increase their speed to make up for lost time. This can result in increased mid-block speeds. There is often an increase in rear-end collisions near the inappropriate stop sign, frequently called “cluster” accidents. In order to avoid the extra stops and starts on streets with these Stop signs, there can be a redistribution of traffic to adjacent streets.

For these reasons, the City of Nampa does not list Stop signs as an effective traffic-calming measure. Instead, the City uses Stop signs to improve safety at intersections where traffic volumes or accidents warrant the installation.

Children at Play Signs:

Another common request in neighborhoods is the installation of “Children at Play” signs. National and statewide traffic studies have shown that “Children at Play” signs are not effective in increasing a driver’s attention to the point of reducing vehicle speeds or reducing pedestrian crashes. In fact, placement of these signs can increase the potential for crashes by conveying to children and parents that the area is safe for children.

For these reasons, the City of Nampa does not use “Children at Play” signs and we encourage parents and/or guardians to find alternative play areas for children, such as a backyard or local parks.

Cost Sharing

The cost of the traffic calming installation and adjustments (if needed) will be split between the residents or home owner association and the City. The City will participate in 25% of the installation cost and the residents or home owners association will cover the remaining 75%. If requested by the neighborhood representative, the City will create a Local Improvement District (LID) to assist with funding their portion of the improvements.

The City will design, bid, and oversee construction of the project. Once constructed, the City will maintain the pavement, striping, and signage while the residents or homeowners association will be responsible for the landscaping, curb, gutter and sidewalks.

DEFINITIONS:

Affected Area

The area in which the placement of traffic-calming measures will have an effect. At a minimum this will include households, apartments, and/or businesses located on the affected street and any households located on streets or cul-de-sacs attached to the affected street.

Affected Street

The street on which traffic-calming measures are being requested.

Collector Street

A Street that provides both access and circulation within a residential neighborhoods and commercial or industrial areas. This system collects traffic from local streets and disperses it to the arterial system. The collector system may also carry local bus routes.

Cul-De-Sac

A local street, one end of which is closed and consists of a circular turn around.

Traffic Volumes

The number of vehicles passing a given point on a street in both directions during a 24 hour period of time.

85th Percentile Speed

The speed below which 85 percent of vehicles travel.

Condo (Condominium)

A multi-unit dwelling where each unit is individually owned.

Apartment/Cooperative Housing

A dwelling unit within a house or building with two or more units which are rented or leased from a company or individual.

Local Improvement District (LID)

A Local Improvement District (LID) is a method by which a group of property owners can share in the cost of infrastructure improvements. The first payment is not due until after the project is complete. The City will front the funding and the property owners will make payments back to the City over a number of specified years.

Approval of Task Order for Nampa Wastewater Program – 2017 Facility Plan

- The City and the Wastewater Program Management Team (WPMT) have been progressing through the long-term planning for the Nampa Wastewater Treatment Plant (WWTP) based on the outcomes of the March 30, 2016, City Council workshop. The next step in this process is the completion of a facility plan for the Nampa WWTP
- The 2017 Facility Plan (Plan) will inform City decision-making related to capital planning and regulatory compliance requirements
- The Plan is funded with fiscal year 2016 approved budget, and fiscal year 2017 proposed budget, and is to be completed in the summer of 2017
- The primary elements included in the scope of services are:
 - Capacity assessment of existing facilities
 - Assessing the current condition of assets to determine remaining useful life
 - Develop planning criteria based on updated service area and population estimates
 - Perform wastewater treatment analysis to evaluate alternatives for upgrading the WWTP to meet regulatory requirements and growth
 - Preparation of a Capital Improvements Plan (CIP) that will provide a clear timeline of the replacement and regulatory projects between 2017 and 2047
 - Preparation of an Environmental Information Document (EID) to meet requirements of the Idaho Department of Environmental Quality (IDEQ)
 - Submittal of a Facility Plan to IDEQ for their review and approval
- The Plan is an important part of the next step in the wastewater program. Brown and Caldwell, and the WPMT have worked on the wastewater decision process for the past several years. In addition to temperature and phosphorus solutions previously explained, the Plan incorporates growth and needed ongoing plant asset management into an overall picture for the WWTP. Therefore, staff believes selecting Brown and Caldwell is a continuation of the good work performed to date
- City Staff and Brown and Caldwell have agreed upon a scope of work and fee for the 2017 Facility Plan in the amount of \$763,054 T&M NTE
- Staff recommends approval of the negotiated scope and fee with Brown and Caldwell

REQUEST: Authorize Mayor and Public Works Director to sign Task Order for consultant services with Brown and Caldwell for the Nampa Wastewater Program 2017 Facility Plan in the amount of \$763,054 T&M NTE.

**TASK ORDER NO. 01816038 FOR PROJECT NO. AND/OR
PROJECT NAME PHASE II WASTEWATER 2017 FACILITY PLAN FOR
MISCELLANEOUS PROFESSIONAL SERVICES TERM AGREEMENT
FOR CITY OF NAMPA**

Consultant Project No. _____

THIS TASK ORDER, entered into this 5th day of July, 2016, between The City of Nampa, Canyon County Idaho, hereinafter referred to as the CITY, and **Brown and Caldwell**, hereinafter referred to as the CONSULTANT, is subject to the provisions of the Miscellaneous Professional Services Term Agreement, dated March 18, 2015, hereinafter referred to as the AGREEMENT.

WITNESSETH:

WHEREAS, the CITY intends to **make necessary improvements at its wastewater treatment facility to address expected lower National Pollutant Discharge Elimination System (NPDES) permit limits for total phosphorus and temperature**, hereinafter referred to as the PROJECT. NOW, THEREFORE, the CITY and CONSULTANT in consideration of their mutual covenants herein agree in respect as set forth below.

CLIENT INFORMATION AND RESPONSIBILITIES:

The CITY will provide to CONSULTANT the data and/or services specified in the AGREEMENT.

In addition, the CITY will furnish to CONSULTANT: N/A

SERVICES TO BE PERFORMED BY CONSULTANT:

CONSULTANT will provide services as outlined in **Nampa Wastewater Program – Facility Plan Scope of Services**.

MISCELLANEOUS PROFESSIONAL SERVICES CONTRACT

SCHEDULE OF SERVICES TO BE PERFORMED:

CONSULTANT will perform said services within **330** calendar days related to this TASK ORDER.

BASIS OF FEE AND BILLING SCHEDULE:

The CITY will pay CONSULTANT for its services and reimbursable expenses as follows:

\$763,054.00 T&M NTE

Remarks:

Exhibit A

Nampa Wastewater Program – Facility Plan Scope of Services

Program Overview

The City of Nampa (City) will upgrade the Nampa Wastewater Treatment Plant (WWTP) to increase the level of treatment to meet expected lower National Pollutant Discharge Elimination System (NPDES) permit limits for total phosphorus (TP) and temperature. The City has retained Brown and Caldwell (BC) to serve as Program Manager for the Nampa Wastewater Program (Program) to lead the planning and design for the necessary improvements. Three phases for completing the upgrades necessary at the Nampa WWTP have been identified and include the following:

- Phase I – Improvements necessary to meet NPDES permit limit equal to or greater than 0.5 milligrams per liter (mg/L) TP. These improvements will be designed such that the secondary treatment process can be converted to total nitrogen (TN) removal to accommodate long-term treatment options. Phase I will be completed by 2020 to comply with the expected NPDES permit compliance schedule.
- Phase II – Improvement necessary to meet NPDES permit limit equal to or greater than 0.1 mg/L TP or Reuse Permit limit of 10 mg/L TN. These improvements will accommodate one of the long-term treatment options including continued discharge to Indian Creek or industrial reuse. Phase II will be completed by 2026 to comply with the expected NPDES permit compliance schedule.
- Phase III – Improvements necessary to meet NPDES permit limits for temperature. The nature of these improvements will depend on the selected alternative for Phase II. Phase III will be completed by 2031 to comply with the expected NPDES permit compliance schedule.

BC has served as program manager for the City's Wastewater Program since 2011. This scope includes the tasks necessary to complete the Phase II Facility Plan, which will be started in fiscal year (FY) 16 and continue in FY17.

Program Work Breakdown Structure

Each of the phases outlined will include multiple elements of the design process. BC has developed a work breakdown structure comprising six primary elements to assist the City in clearly defining the work necessary for the Program. The work completed for each of the key stages will be arranged according to this work breakdown structure, and the primary elements are as follows:

- **Element 1 – Program Management.** The work under Element 1 consists of managing the Program and includes consultant coordination, public outreach support, program standards development, financing, rate study, and legal support, and discharge options evaluation.
- **Element 2 – Permitting Activities and Planning Documents.** The work under Element 2 consists of preparing the necessary documents to obtain the permits required for the upgrades to the Nampa WWTP

and developing planning documents sufficient to meet the requirements of the Wastewater Rules (IDAPA 58.01.16).

- **Element 3 – Preliminary Design.** Element 3 work consists of completing a preliminary engineering report sufficient to meet the requirements of the Wastewater Rules and providing standardization for all work completed under the Program.
- **Element 4 – Final Design.** Element 4 work consists of completing bid documents for upgrades to the Nampa WWTP.
- **Element 5 – Services during Construction.** The work included under Element 5 includes engineering services during construction for the various phases of the Program.
- **Element 6 – Start-Up Services.** The goal of the work under Element 6 is to provide start-up assistance for all new facilities.

ELEMENT 1 – PROGRAM MANAGEMENT

Task 100 Project Management

Subtask 400 Facility Plan Project Management

Objective. To manage, administer, and provide ongoing coordination for efficient utilization of resources for the project. This phase includes managing the technical and financial aspects of the contract and functioning as liaison with the City Public Works and Operations, project team, and other consultants.

Approach. Major activities include the following:

1. Monthly invoices including progress reports; the progress reports will identify budget progress status and major activities of the previous month.
2. BC will document any and all requested changes to the scope of services using a Project Change Request form. The BC project manager (PM) will collaborate with the City to develop an approach for addressing each change. BC will maintain a master list of the proposed changes and provide copies to the City. The City will review all changes for approval and provide BC with written approval prior to modifying the existing scope, schedule, and budget. BC shall not proceed with work without written approval from the City.

Deliverables.

1. Monthly invoices with progress reports July 2016 through June 2017. The invoices will be included with invoices for other Wastewater Program tasks.
2. Project Change Requests and Project Change Request log as requested by the City.

ELEMENT 2 – PERMITTING ACTIVITIES AND PLANNING DOCUMENTS

Task 211 2017 Facility Plan

Subtask 030 City Workshops

Objective. Present the progress made on the Facility Plan and review key decisions and recommendations with City staff.

Approach. Major activities include the following:

1. Conduct up to ten workshops with City staff through the life of the project to communicate progress made on the Facility Plan Update, review pertinent key topics, and plan next steps. Each workshop is assumed to be 3 hours in duration. It is assumed that five workshops will require the attendance of an out-of-town BC team member. All workshops will have three BC team members in attendance.
2. Document the workshops and provide a summary of action items to team members at the conclusion of each workshop.

Deliverables.

1. Workshop agendas, materials, minutes, and summary of action items.

Subtask 100 Capacity Assessment

Objective. Determine the maximum capacity of the WWTP while satisfying permit requirements, including the Idaho Department of Environmental Quality (IDEQ)-defined firm capacity with the largest of each type of process unit out of service; determine reserve for growth capacity; and prioritize processes for optimization, upgrade, and the incremental capacity gains achieved with each modification.

Approach. Major activities include the following:

1. Collect WWTP performance data, service area planned flows and loadings, operating data and WWTP configuration information to identify additional data needs and conduct WWTP capacity analysis. Data will be organized to facilitate systems analyses. BC will discuss flow and loading projections with the City for establishing the process objectives for the capacity assessment. BC will prepare a sampling plan for a 14-day wastewater characterization to be conducted at the WWTP to understand the unique influent composition and to assess performance of various unit processes.
 - BC will gather historical operating data for the past 3 years, including daily monitoring reports and any additional available data.
 - BC will conduct a meeting or conference call to discuss the sampling and to distribute responsibilities between BC, the City, and contract laboratories.
 - BC will discuss flow and loading conditions for conducting capacity assessment with the City.
2. Update the existing solids mass balance (developed by BC during the Phase I Upgrades preliminary design) based upon recent performance data, the Phase I Upgrades, and data obtained during the wastewater characterization. The mass balance will be used to understand how solids are inventoried, accumulated, and consumed in the liquid and solids stream processes and to help identify, assess, and correct uncertainties or inconsistencies in the WWTP data record.
3. Update the plant hydraulic profile and energy grade-line for liquid stream using the Visual Hydraulics program calibrated to field conditions. Identify system bottlenecks through computer simulations and field observations. Findings from the plant hydraulic profile analysis will be summarized and recommendations will be prepared and provided to the City.
4. Identify the maximum biological treatment capacity, with respect to current permit requirements, using the existing calibrated BioWin activated sludge process model. The calibrated model will be used to simulate performance across a range of flows and loads, for up to a maximum of four different operating conditions. The models will be used to project a suite of plant parameters, including effluent characteristics, effluent loadings, secondary clarifier loadings, waste activated sludge flow and loadings, and return activated sludge flows.
5. Estimate the capacity of the final clarification system through historical data analysis and calibration of a state point analysis (SPA) model. The calibrated SPA model, in concert with the biological model outputs outlined previously, will be used to project the capacity of the final clarifiers.
 - No sampling or on-site testing will be conducted as part of this task.
 - SPA model calibration will be based on a combination of historical data analysis and correlations published in the scientific literature as well as field test results from 2013.
6. A solids system evaluation will be conducted to determine the capacity of the solids handling treatment processes. New thickening and dewatering equipment will be evaluated based on anticipated design capacities only.
 - BC will evaluate historical performance of the solids system unit processes through analysis of historical data, including solids loading rates, hydraulic loading rates, polymer use, capture rates, volatile solids destruction (for the digester), and cake thickness.

- BC will evaluate the capacity of the rotary drum thickeners and centrifuges using manufacturer rated capacity.
7. Perform disinfection system evaluation to assess the performance and identify capacity limitations within the disinfection system. BC will review WWTP performance data for the existing disinfection system and vendor specifications for disinfection process equipment.
 8. Information from the previously mentioned evaluations will be combined into a Plant Capacity Report which will provide an integrated assessment of the WWTP capacity and bottlenecks and develop a prioritized list of improvements to maximize existing WWTP capacity. This task will including the following:
 - BC will conduct sensitivity analyses comparing component performance and analyze and compare WWTP performance against equipment/design data.
 - BC will prepare a prioritized list of bottlenecks and develop composite rating diagrams establishing the WWTP capacity. This scope of work does not include developing cost estimates for the identified improvements.
 - BC will provide the City with recommendations for expanding WWTP capacity and optimizing WWTP performance.
 - Prepare draft Plant Capacity Report and review results and the draft report with City staff at a workshop. The report will be reviewed by a senior reviewer prior to being submitted to the City.
 - Amend report based on City comments and prepare a final Plant Capacity Report.

Assumptions.

1. WWTP historical data, flow and loading projections, and design data will be transmitted in electronic format when possible.
2. The City will either conduct laboratory analyses in house or will contract directly with a send-out laboratory. Shipping and analytical costs are not included in this scope of work.
3. City staff will conduct sampling and preserve, store, organize, and assemble samples for shipping and/or analyses.
4. No sampling or on-site testing will be conducted as part of the SPA model or solids system evaluation. SPA model calibration will be based on a combination of historical data analysis and correlations published in the scientific literature as well as field test results from 2013.

Deliverables.

1. Wastewater sampling plan, submitted to the City in hard copy and electronic formats as required by TM M-06 Nampa Wastewater Program Management Plan.
2. Summary of WWTP hydraulic profile analysis, to include operating schemes for each unit process including operating levels and typical recycle rates.
3. The Draft Plant Capacity Report will be submitted to the City in electronic form for one round of review and comment.
4. Final Plant Capacity Report. The final version will be submitted to the City in hard copy and electronic formats as required by TM M-06 Nampa Wastewater Program Management Plan.

Subtask 200 Condition Assessment

Objective. Determine the remaining useful life of the assets at the WWTP.

Approach. Major activities include the following:

1. Assess the structures for the facilities at the Nampa WWTP. It is assumed that this assessment will be conducted on the Headworks, Primary Clarifiers, Primary Sludge Pump Station, Trickling Filter Pump Station, Trickling Filters, Secondary Clarifier, Final Clarifiers, RAS/WAS Pump Station, Primary Digesters, Secondary Digesters, Digester Mixing Building, and Drying Beds.

2. Assess the remaining useful life of the mechanical equipment at the Nampa WWTP. It is assumed that this assessment will be conducted on the Headworks, Primary Clarifiers, Primary Sludge Pump Station, Trickling Filter Pump Station, Trickling Filters, Secondary Clarifier, Final Clarifiers, RAS/WAS Pump Station, Primary Digesters, Secondary Digesters, Digester Mixing Building, and Drying Beds.
3. Assess the existing electrical system at the Nampa WWTP to establish current condition and capacity.
 - Evaluate and document the current electrical equipment standards and the electrical distribution architecture.
 - Document the electrical load requirement for the process expansion that includes the new systems installed during the Phase I, Phase II, and conceptual Phase III expansions.
 - Evaluate the existing standby generation capacity and distribution for inclusion of the required Phase II process loads.
 - Coordinate with the City of Nampa Building Department to determine any code-related improvements required for existing facilities.
4. Assess the existing instrumentation and controls system at the Nampa WWTP to establish current condition.
 - Collect and document existing standards implemented through the Phase I design and construction activities.
 - Provide a detailed evaluation of the existing control systems, practices, Supervisory Control and Data Acquisition infrastructure.
 - Identify detailed updated user requirements for implementation of control system standards.
 - Identify updated network and cyber security requirements modified through the Phase I design and construction activities.
5. Coordinate with City staff to understand their priorities for facility repair and replacement. It is assumed that this will occur through one of the workshops included in Subtask 030.
6. Develop a Plant Condition Assessment TM that aggregates the findings of the activities completed under this task. The Plant Condition Assessment task will establish the remaining useful life of the existing facilities at the Nampa WWTP.

Deliverables.

1. Draft Plant Condition Assessment TM submitted electronically for one round of review and comment by the Technical Team.
2. Final Plant Condition Assessment TM. The final version will be submitted to the City in hard copy and electronic formats as required by TM M-06 Nampa Wastewater Program Management Plan.

Subtask 300 Planning Criteria Development

Objective. Identify the planning criteria for use in alternatives evaluation and capital improvements planning.

Approach. Major activities include the following:

1. Update the flow and loading projections used in the Facility Plan through the following approach:
 - Define the existing service area for the City and existing population.
 - Use available population data from COMPASS to define the future service area, population, employment, and industrial projections.
 - Develop per capita wastewater generation rates for flow, biochemical oxygen demand, total suspended solids, TN, and TP. It is assumed that BC will review both influent WWTP data and potable water consumption data as part of this effort. These data sets will be provided by the City.
 - Analyze historical flows and precipitation records to develop a model for total system inflow and infiltration. Use a long-term precipitation record to develop risk-based return frequencies for peak

flows. Project future inflow and infiltration using industry standard rates and rates observed in portions of the existing service area.

- Project the timing of sewer service expansion and septic tank conversion based on information in existing plans. BC will use the Sewer Master Plan (MSA, May 2014) as the basis of this information.
 - Combine the information from the previous steps to project the future service population and translate that into a set of flow and loading projections.
2. Update current Equivalent Dwelling Unit calculation. It is assumed that this will be incorporated into the City's capacity tracking sheet.
 3. Establish discharge criteria for NPDES or reclaimed water discharge permits for anticipated flows and loads, depending on point of final discharge.
 4. Develop a Planning Criteria TM that summarizes the work completed as part of this task. This TM will describe the planning criteria that will be used in alternatives analysis and long-term option evaluations completed as part of Subtask 400.

Deliverables.

1. Draft Planning Criteria TM submitted electronically for one round of review and comment by the City.
2. Final Planning Criteria TM. The final version will be submitted to the City in hard copy and electronic formats as required by TM M-06 Nampa Wastewater Program Management Plan.

Subtask 400 Liquid and Solids Treatment Analysis

Objective. Evaluate alternatives for upgrading the Nampa WWTP to meet planning criteria requirements for both liquids and solids streams.

Approach. Major activities include the following:

1. Evaluate liquid-stream discharge alternatives for the Nampa WWTP regulatory requirements, such as TP and temperature limits. The long-term discharge alternatives evaluation will build on previously completed work. The business case evaluations (BCEs) prepared in 2012 and 2016 will be updated to reflect current information. The BCE will serve as the basis for justifying the long-term discharge alternative selection.
2. Evaluate solids-stream discharge alternatives for the Nampa WWTP. This evaluation will build on the Class A Biosolids pilot test being conducted the summer of 2016. Three potential discharge locations and material qualities will be evaluated as part of this work: landfill disposal, land application of Class B biosolids, and Class A biosolids.
3. Identify and evaluate required WWTP improvements related to growth (i.e., capacity expansion) and repair and replacement projects. The assessment of existing conditions will be used as the basis for these projects. These improvements will be identified in parallel with the Phase II/III alternatives evaluation.
4. Evaluate alternatives for the electrical system based on expected system expansion requirements. This evaluation will consider the facility power feed, distribution, and redundant (i.e., standby) power needs based on the recommended liquid and solids alternatives.
5. Evaluate alternatives for the instrumentation and controls system based on expected system expansion requirements. This evaluation will include updating the existing instrumentation and controls expansion plan to meet the needs of the recommended liquids and solids treatment alternatives.
6. Provide planning level (AACE Class 5) cost estimate for alternatives identified. These costs will consider regulatory, growth, and repair and replacement projects, which will have been identified through the tasks noted above
7. Develop a Liquid Treatment Analysis TM that uses the combined information from the above tasks to summarize alternatives analysis and recommendations for WWTP expansion for the liquid treatment stream. The report will be reviewed by a senior reviewer prior to being submitted to the City.

8. Develop a Solids Treatment Analysis TM that uses the combined information from the above tasks to summarize alternatives analysis and recommendations for WWTP expansion for the solids treatment stream. The report will be reviewed by a senior reviewer prior to being submitted to the City.

Deliverables.

1. Draft Liquid Treatment Analysis TM to be submitted to the City in electronic form for one round of review and comment.
2. Final Liquid Treatment Analysis TM to be submitted to the City in hard copy and electronic formats as required by TM M-06 Nampa Wastewater Program Management Plan.
3. Draft Solids Treatment Analysis TM to be submitted to the City in electronic form for one round of review and comment.
4. Final Solids Treatment Analysis TM to be submitted to the City in hard copy and electronic formats as required by TM M-06 Nampa Wastewater Program Management Plan.

Subtask 500 Capital Improvements Plan

Objective. Prepare a Capital Improvements Plan (CIP) for the Nampa WWTP that provides a clear outline of the replacement-related and regulatory-required projects between 2017 and 2047 (including estimated cost and approximate year for initiation of each project).

Approach. Major activities include the following:

1. Based on the recommendations from Subtask 300, assess the delivery methods for project delivery for projects identified to support the selected alternative. The delivery analysis will consider project grouping and potential delivery methods to meet regulatory, financial, and organizational constraints.
2. Using updated flow and loading estimates, NPDES permit renewal conditions, capacity assessment, and alternatives evaluation outcomes, prepare a CIP for the Nampa WWTP. This CIP will include planning-level cost estimates for projects and an estimated project initiation date. The CIP will clearly articulate upgrades required for regulatory, growth, and repair and replacement projects.
3. Establish a process for CIP review and refinement for future fiscal years. This process will include systematic review of project current flows and loads, review of project drivers and constraints, and a method for project prioritization. This process will be documented as part of the Nampa WWTP Capital Improvements Plan TM. The TM will be reviewed by a senior reviewer prior to being submitted to the City.

Deliverables.

1. Draft Project Delivery Assessment TM to be submitted to the City in electronic form for one round of review and comment.
2. Final Project Delivery Assessment TM to be submitted to the City in hard copy and electronic formats as required by TM M-06 Nampa Wastewater Program Management Plan.
3. Draft Nampa WWTP Capital Improvements Plan TM to be submitted to the City in electronic form for one round of review and comment.
4. Final Nampa WWTP Capital Improvements Plan TM to be submitted to the City in hard copy and electronic formats as required by TM M-06 Nampa Wastewater Program Management Plan.

Subtask 600 Environmental Information Document

Objective. Prepare an Environmental Information Document (EID) to meet the requirements of the IDEQ (as defined in Form 5-B of the Clean Water State Revolving Fund Loan Handbook).

Approach.

1. Assess the existing environmental conditions for the following topics:
 - topography, geology, and soils
 - climate

- population
 - economics and social profile
 - land use
 - floodplain development
 - wetlands
 - wild and scenic rivers
 - cultural resources
 - flora and fauna
 - recreation and open space
 - agricultural lands
 - air quality
 - water quality, quantity, and sole source aquifers
 - public health
 - solids waste/sludge management
 - energy
 - reuse/land application
2. Assess the proposed improvements impacts on the list of items identified in the previous activity. This assessment will consider both the preferred alternative and up to two other viable alternatives.
 3. Identify approaches for mitigation of potential environmental impacts.
 4. Develop an EID to satisfy the requirements of IDAPA 58.01.12. This document will summarize the findings of the environmental review conducted as part of this task. The report will be reviewed by a senior reviewer prior to being submitted to the City.

Deliverables.

1. Draft EID submitted electronically to the City for one round of review and comment.
2. Final Draft EID to be used by the IDEQ for the required public comment period.
3. Final EID to be included in the Facility Plan.

Subtask 700 Facility Plan Development

Objective. Prepare a comprehensive facilities plan document that summarizes the findings from the above tasks and provides a clear framework for improvements to the Nampa WWTP.

Approach. Major activities include the following:

1. Summarize activities from Subtask 100 through Subtask 600, including a comprehensive CIP that will include costs and schedule for improvements, in a draft Facility Plan. It is assumed that the draft Facility Plan will require the synthesis of information from the previous tasks for presentation to the IDEQ. The Facility Plan will be reviewed by a senior reviewer prior to being submitted to the City.
2. Prepare a final Facility Plan that provides a clear action plan for Phases II and III Upgrades.
3. Prepare for and lead up to two meetings with the City and the IDEQ to discuss the findings of the Facility Plan and the City's intended action plan for Phases II and III. It is assumed that two members of BC team will attend each of these two hour meetings.

Deliverables.

1. Agenda and meeting materials for up to two meetings with the IDEQ to discuss the findings of the Facility Plan.
2. Draft Nampa Facilities Plan to be submitted electronically to the City for one round of review and comment.



3. Final Draft Nampa Facilities Plan to be submitted electronically to the IDEQ for one round of review and comment.
4. Final version of Nampa Facilities Plan to be submitted in electronic and hardcopy format to the City and the IDEQ as required by the Nampa Wastewater Program Management Plan TM M-06.

ELEMENT 3 – PRELIMINARY ENGINEERING

This scope of services does not include any work which would fall under Element 3 – Preliminary Engineering. The scope for this element will be developed at a future date.

ELEMENT 4 – FINAL DESIGN

This scope of services does not include any work which would fall under Element 4 – Final Design. The scope for this element will be developed at a future date.

ELEMENT 5 – SERVICES DURING CONSTRUCTION

This scope of services does not include any work which would fall under Element 5 – Services during Construction. The scope for this element will be completed under the Phase I Construction Management scope of services.

ELEMENT 6 – STARTUP SERVICES

This scope of services does not include any work which would fall under Element 6 – Startup Services. The scope for this element will be developed at a future date.

Exhibit B

Schedule

The following table presents a schedule to complete the tasks described in the Scope of Services.

| Tasks | Schedule |
|--|----------------------------------|
| Task 100 – Project Management | July 2016 through May 2017 |
| Task 211 – Facility Plan 2017 | July 2016 through May 2017 |
| Subtask 030 – City Workshops | July 2016 through April 2017 |
| Subtask 100 – Capacity Assessment | July 2016 through September 2016 |
| Subtask 200 – Condition Assessment | July 2016 through September 2016 |
| Subtask 300 – Planning Criteria Development | July 2016 through October 2016 |
| Subtask 400 – Liquids and Solids Alternatives Evaluation | October 2016 through March 2017 |
| Subtask 500 – Capital Improvements Plan | February 2017 through April 2017 |
| Subtask 600 – Environmental Information Document | March 2017 through April 2017 |
| Subtask 700 – Facility Plan Development | March 2017 through May 2017 |

Exhibit C

Fees

The following table provides a fee estimate for the tasks identified in the Scope of Services. This work will be completed on a time and materials basis under a task order associated with our existing Term Agreement for Miscellaneous Professional Services with a not-to-exceed value of \$763,054. Any work beyond this budgeted amount must be approved in writing by the City. BC will bill according to our previously approved hourly rates associated with the Miscellaneous Professional Services contract.

| Nampa, City of (ID) -- Nampa Wastewater Program Management | | | | | |
|--|------------------------------------|-------------------|--------------------|----------------------|----------------|
| Phase | Phase Description | Total Labor Hours | Total Labor Effort | Total Expense Effort | Total Effort |
| 100 | Project Management | 452 | 71,043 | 0 | 71,043 |
| 410 | Facility Plan Project Management | 452 | 71,043 | 0 | 71,043 |
| 211 | Facility Plan - 2017 | 5,004 | 680,761 | 11,250 | 692,011 |
| 030 | City Workshops | 264 | 39,051 | 3,750 | 42,801 |
| 100 | Capacity Assessment | 768 | 99,310 | 5,625 | 104,935 |
| 200 | Condition Assessment | 724 | 107,933 | 1,875 | 109,808 |
| 300 | Planning Criteria Development | 600 | 75,792 | 0 | 75,792 |
| 400 | Liquids/Solids Alts Evaluation | 1,452 | 200,169 | 0 | 200,169 |
| 500 | Capital Improvements Plan | 308 | 47,841 | 0 | 47,841 |
| 600 | Environmental Information Document | 360 | 40,288 | 0 | 40,288 |
| 700 | Facility Plan Development | 528 | 70,376 | 0 | 70,376 |
| GRAND TOTAL | | 5,456 | 751,804 | 11,250 | 763,054 |

Hours and Dollars are rounded to nearest whole number. To display decimals, change the format of the cells.

**Sale of Real Property
1710 Middleton Road, Nampa, Idaho**

Idaho Code requirements have been satisfied to date to sell four (4) portions of City owned property located at 1710 Middleton Road

- On June 6, 2016, City Council declared four (4) portions of property as surplus (see Exhibit A) and not used for public purposes and should be offered for sale as follows:

| <u>Minimum Price</u> | |
|----------------------|------------|
| Parcel A | \$3,576.00 |
| Parcel B | \$2,247.00 |
| Parcel C | \$5,670.00 |
| Parcel D | \$ 285.00 |

- City Clerk published summary of action taken and notice of public hearing of proposed sale in official newspaper 14 days before the date of public hearing
- After public hearing, and if passed by Council, property will be sold at public auction
- Notice of auction will be published in official newspaper 14 days before sale of property
- Notice of auction will be sent directly to adjacent property owners
- Public auction will be scheduled for Thursday, July 28, 2016, at 9:00 a.m. in City Council Chambers
- If no bids are received, the City shall have the authority to sell the property as it deems is in the best interest of the City

REQUEST: Authorize sale of four (4) portions of property located at 1710 Middleton Road, Nampa, Idaho, to be sold at public auction with minimum price set for Parcel A at \$3,576.00, Parcel B at \$2,247.00, Parcel C at \$5,670.00, and Parcel D at \$285.00.

PARCEL MAP

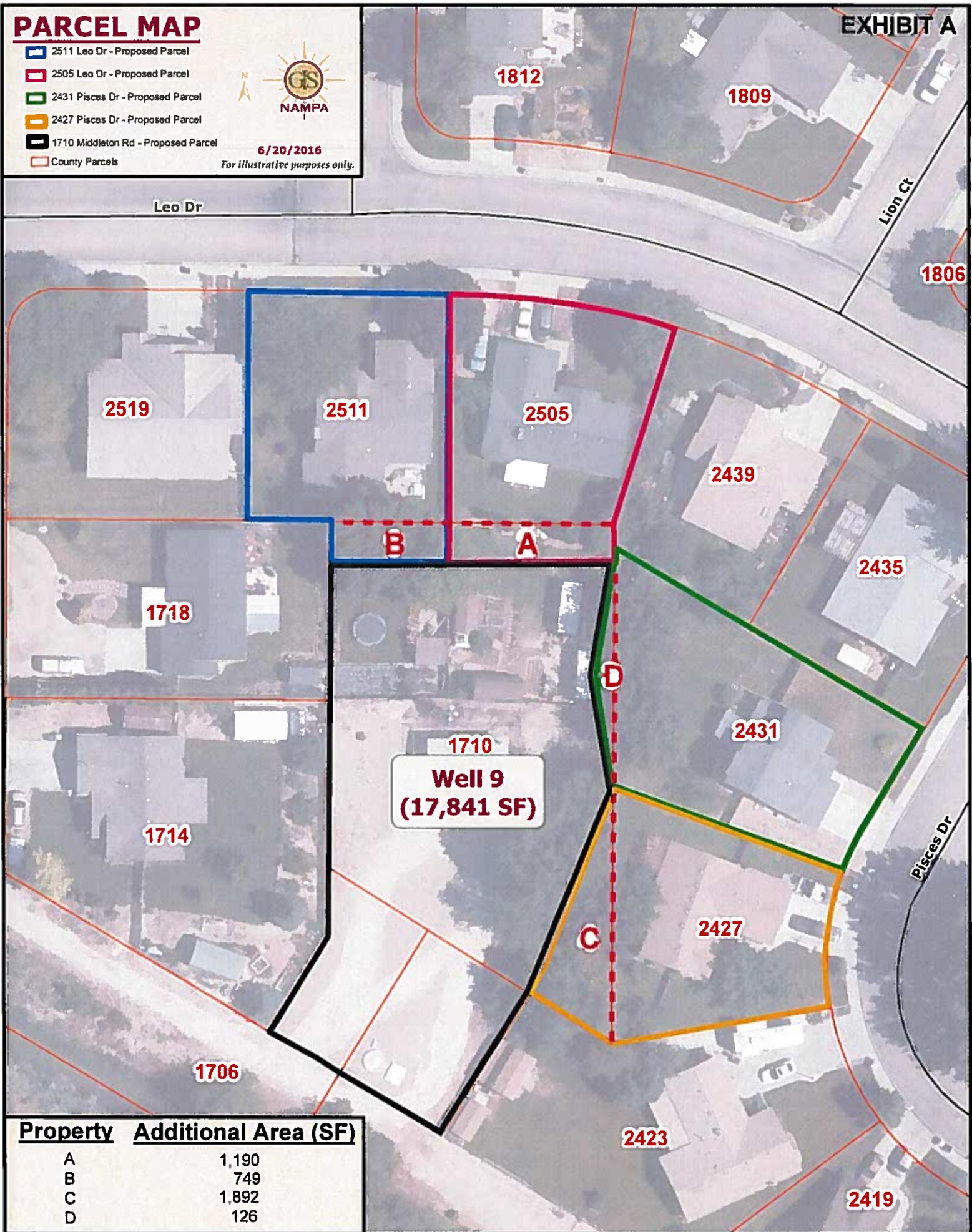
- 2511 Leo Dr - Proposed Parcel
- 2505 Leo Dr - Proposed Parcel
- 2431 Pisces Dr - Proposed Parcel
- 2427 Pisces Dr - Proposed Parcel
- 1710 Middleton Rd - Proposed Parcel
- County Parcels



6/20/2016

For illustrative purposes only.

EXHIBIT A



| Property | Additional Area (SF) |
|----------|----------------------|
| A | 1,190 |
| B | 749 |
| C | 1,892 |
| D | 126 |

NOTICE OF PUBLIC HEARING BEFORE THE CITY OF NAMPA, IDAHO

Notice is hereby given that on Monday, June 6, 2016, the City Council of the City of Nampa, Canyon County, Idaho, declared the property described below as surplus and not used for public purposes and should be offered for sale.

THEREFORE, Notice is hereby given that on July 5, 2016, at 7:00 p.m. (or as soon after 7:00 p.m. as the matter may be heard) in the City Hall Council Chambers, 411 3rd Street South, Nampa, Canyon County, Idaho, a public hearing on the following will be held before the Nampa City Council:

**Sale via Public Auction of Four (4) Portions of Property Located at:
1710 Middleton Road, Nampa, Idaho (Well No. 9)
Minimum Bid Price**

Parcel A \$3576.00

Parcel B \$2247.00

Parcel C \$5670.00

Parcel D \$285.00

Details of the sale are available for review in the Public Works Department, Nampa City Hall, 411 3rd Street South, Nampa, Idaho, during normal business hours. All interested persons are invited to attend said public hearing or submit written comments prior to the hearing date. Individuals, who require language interpretation or special assistance to accommodate physical, vision or hearing impairments, please contact the Office of the City Clerk at 411 3rd Street South, Nampa, Idaho, or call (208) 468-5426.

Dated this 6 day of June 2016.

CITY OF NAMPA, Deborah Bishop, City Clerk



Publish: June 13, 2016
June 20, 2016

Legal Description for (Parcel A) a portion of Lot 40 of New Karcher Estates No. 2 Subdivision

A portion of Lot 40, Block 8 of New Karcher Estates No. 2 Subdivision, Nampa, Canyon County, Idaho according to the plat filed in Book 17 of Plats, Page 32, records of said Canyon County lying in the West Half of the Northwest Quarter of Section 17, Township 3 North, Range 2 West, Boise Meridian, Canyon County, Idaho, more particularly described as follows:

Beginning at the Southeast corner of Lot 37, Block 8 of said New Karcher Estates No. 2 Subdivision;

Thence South $00^{\circ}30'33''$ West a distance of 15.00 feet to a point;

Thence South $86^{\circ}13'28''$ East a distance of 69.41 feet to a point;

Thence North $11^{\circ}40'23''$ East a distance of 4.08 feet to a point on the easterly line of said Lot 40;

Thence North $00^{\circ}30'33''$ East a distance of 14.95 feet to the Northeast corner of Lot 40;

Thence North $89^{\circ}29'27''$ West a distance 70.09 feet along the lot line common to Lot 36 and 40 to the Point of Beginning.

Said parcel contains 1190 Sq. Ft. more or less.

Legal Description for (Parcel B) a portion of Lot 40 of New Karcher Estates No. 2 Subdivision

A portion of Lot 40, Block 8 of New Karcher Estates No. 2 Subdivision, Nampa, Canyon County, Idaho according to the plat filed in Book 17 of Plats, Page 32, records of said Canyon County lying in the West Half of the Northwest Quarter of Section 17, Township 3 North, Range 2 West, Boise Meridian, Canyon County, Idaho, more particularly described as follows:

Beginning at the Southeast corner of Lot 37, Block 8 of said New Karcher Estates No. 2 Subdivision;

Thence North $89^{\circ}29'27''$ West a distance of 49.91 feet along a lot line common to Lot 37 and 40 to a point;

Thence South $00^{\circ}30'33''$ West a distance of 15.00 feet along a lot line common to Lot 39 and 40 to a point;

Thence South $89^{\circ}29'27''$ East a distance of 49.91 feet to a point;

Thence North $00^{\circ}30'33''$ East a distance of 15.00 feet to the Point of Beginning.

Said parcel contains 749 Sq. Ft. more or less.

Legal Description for (Parcel C) a portion of Lot 40 of New Karcher Estates No. 2 Subdivision

A portion of Lot 40, Block 8 of New Karcher Estates No. 2 Subdivision, Nampa, Canyon County, Idaho according to the plat filed in Book 17 of Plats, Page 32, records of said Canyon County lying in the West Half of the Northwest Quarter of Section 17, Township 3 North, Range 2 West, Boise Meridian, Canyon County, Idaho, more particularly described as follows:

Beginning at the Southwest corner of Lot 33, Block 8 of said New Karcher Estates No. 2 Subdivision;

Thence South 22°08'03" West a distance of 94.26 feet to a point;

Thence South 57°59'27" East a distance of 40.47 feet to the Southeast corner of said Lot 40;

Thence North 00°30'33" East a distance of 108.91 feet along the lot line common to Lot 32 and 40 to the Point of Beginning.

Said parcel contains 1892 Sq. Ft. more or less.

Legal Description for (Parcel D) a portion of Lot 40 of New Karcher Estates No. 2 Subdivision

A portion of Lot 40, Block 8 of New Karcher Estates No. 2 Subdivision, Nampa, Canyon County, Idaho according to the plat filed in Book 17 of Plats, Page 32, records of said Canyon County lying in the West Half of the Northwest Quarter of Section 17, Township 3 North, Range 2 West, Boise Meridian, Canyon County, Idaho, more particularly described as follows:

Commencing at the Southeast corner of Lot 36, Block 8 of said New Karcher Estates No. 2 Subdivision;

Thence South $00^{\circ}30'33''$ West a distance of 14.95 feet along the easterly line of said Lot 40 to the Real Point of Beginning;

Thence South $00^{\circ}30'33''$ West a distance of 57.29 feet along the easterly line of said Lot 40 to a point;

Thence North $06^{\circ}41'41''$ West a distance of 35.20 feet to a point;

Thence North $11^{\circ}40'23''$ East a distance of 22.80 feet to a point on the easterly line of said Lot 40 to the Point of Beginning.

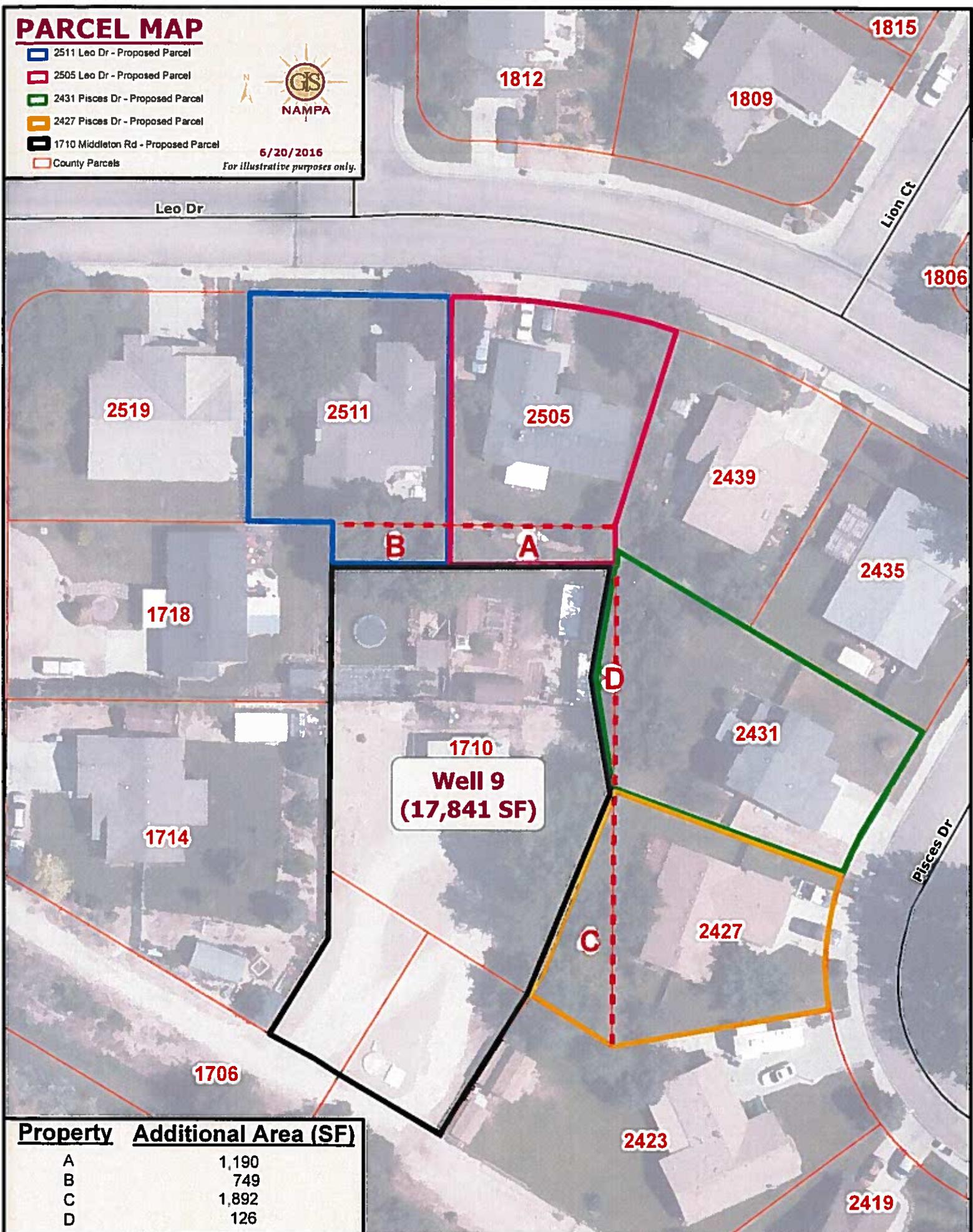
Said parcel contains 126 Sq. Ft. more or less.

PARCEL MAP

- 2511 Leo Dr - Proposed Parcel
- 2505 Leo Dr - Proposed Parcel
- 2431 Pisces Dr - Proposed Parcel
- 2427 Pisces Dr - Proposed Parcel
- 1710 Middleton Rd - Proposed Parcel
- County Parcels



6/20/2016
For illustrative purposes only.



| Property | Additional Area (SF) |
|----------|----------------------|
| A | 1,190 |
| B | 749 |
| C | 1,892 |
| D | 126 |

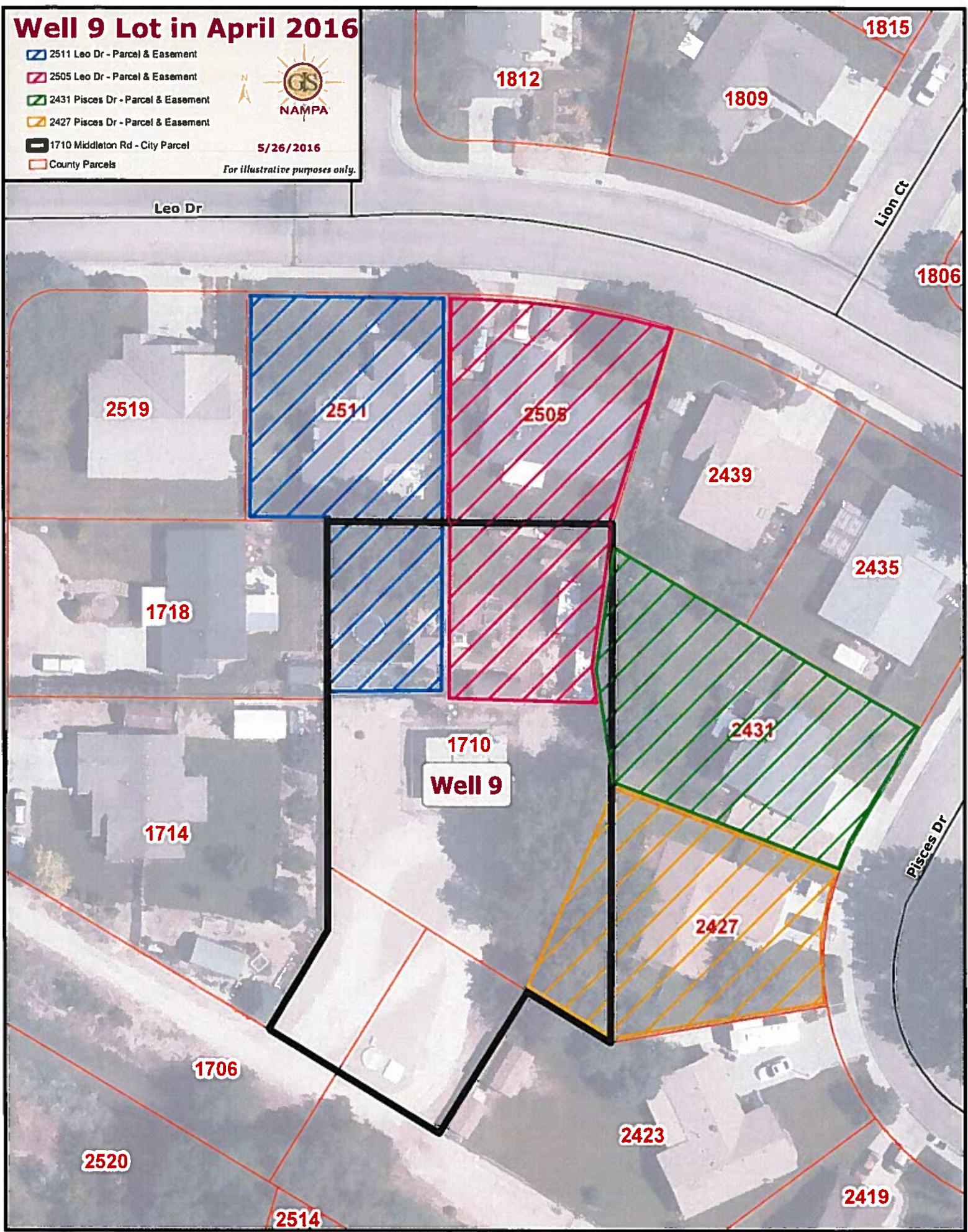
Well 9 Lot in April 2016

- 2511 Leo Dr - Parcel & Easement
- 2505 Leo Dr - Parcel & Easement
- 2431 Pisces Dr - Parcel & Easement
- 2427 Pisces Dr - Parcel & Easement
- 1710 Middleton Rd - City Parcel
- County Parcels



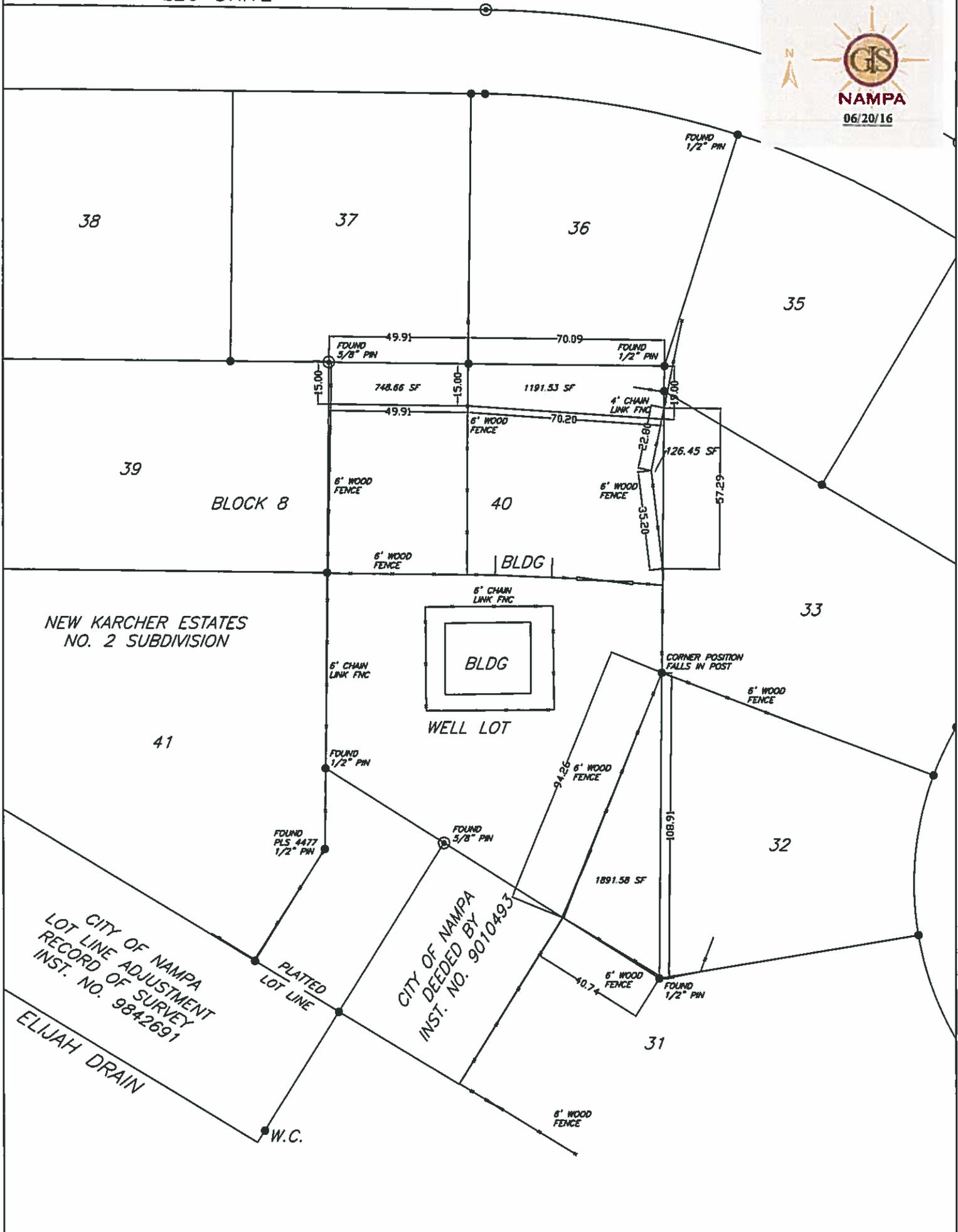
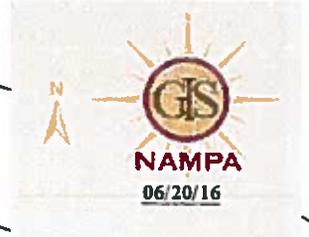
5/26/2016

For illustrative purposes only.



Parcel Survey Info

LEO DRIVE



NEW KARCHER ESTATES
NO. 2 SUBDIVISION

BLOCK 8

WELL LOT

CITY OF NAMPA
DEEDED BY
INST. NO. 9010493

CITY OF NAMPA
LOT LINE ADJUSTMENT
RECORD OF SURVEY
INST. NO. 9842691

ELIJAH DRAIN

PLATED
LOT LINE

W.C.

BLDG

BLDG

38

37

36

35

39

40

33

41

32

31



City of Nampa

PUBLIC WORKS ADMINISTRATION

CITY HALL 411 THIRD STREET SO. NAMPA, IDAHO 83651

OFFICE (208) 468-5840

FAX (208) 467-9194

June 20, 2016

Mr. Randy Ames
2505 Leo Drive
Nampa, Idaho 83651

Re: City of Nampa Well No. 9 Property

Dear Mr. Ames,

This letter is to provide you with an update on the City of Nampa's Well No. 9 property located at 1710 Middleton Road. As you may know, on June 6, 2016, City Council approved the sale of a portion of the property via Public Auction. Prior to the sale of the land, a Public Hearing will be held. Below is the anticipated schedule to complete the process.

July 5, 2016

- Public hearing will be held in the City of Nampa Council Chambers beginning at 7:00 p.m.

July 11, 2016 and July 18, 2016

- Publish a notice in the paper of the Public Auction.

July 28, 2016

- Public Auction will be held in the City of Nampa Council Chambers beginning at 9:00 a.m.

We have enclosed a map of the area for sale for your reference. The estimated value of the parcel behind 2505 Leo Drive is \$3,570.00 (\$3.00 per sq. ft.) based on the Canyon County Assessor and City property acquisition data.

If you have any questions, please feel free to contact me at (208) 468-4493 or email me at runyann@cityofnampa.us.

Sincerely,

Nate W. Runyan, P.E.
Deputy Public Works Director

Enclosure

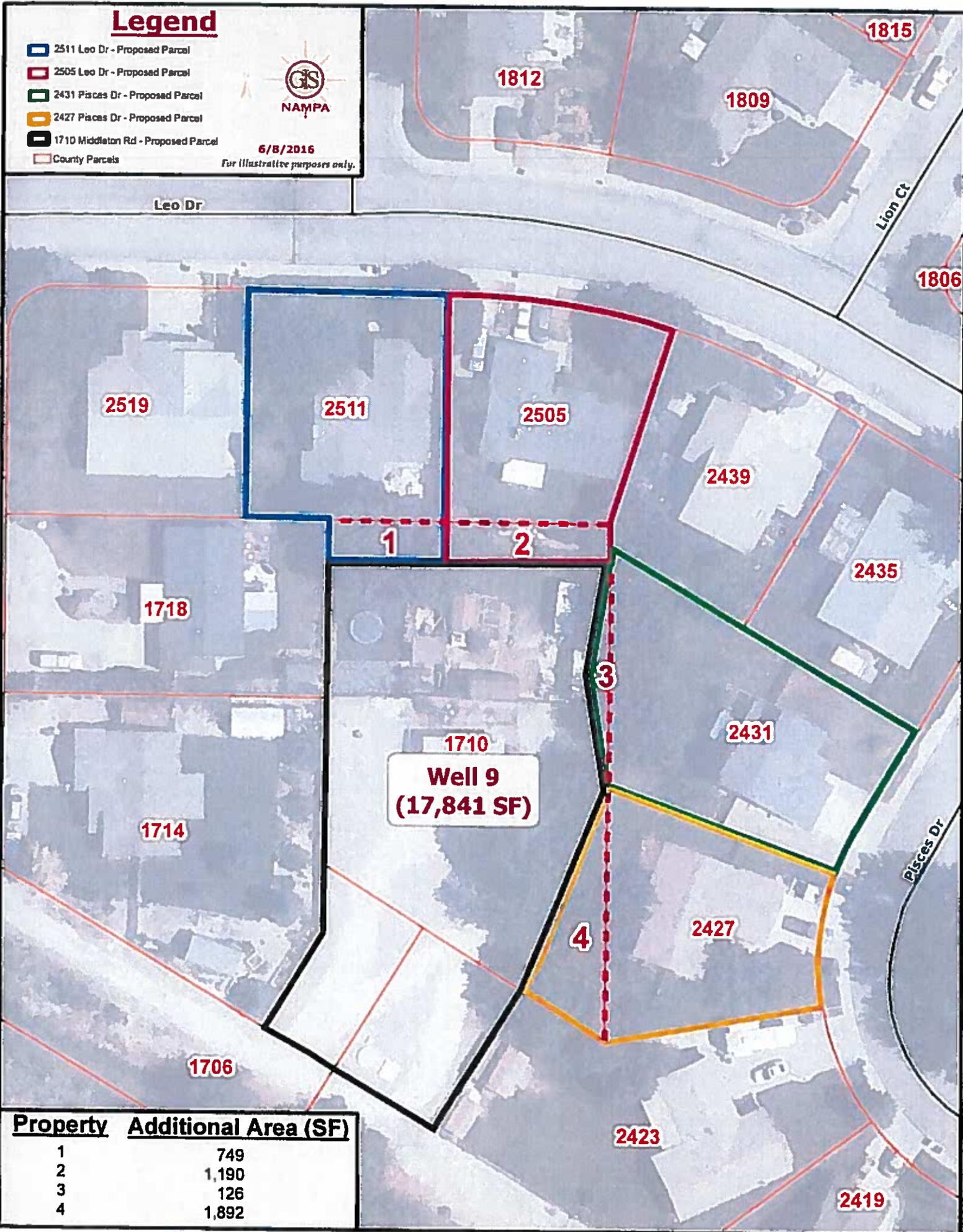
Legend

- 2511 Leo Dr - Proposed Parcel
- 2505 Leo Dr - Proposed Parcel
- 2431 Pisces Dr - Proposed Parcel
- 2427 Pisces Dr - Proposed Parcel
- 1710 Middleton Rd - Proposed Parcel
- County Parcels



6/8/2016

For illustrative purposes only.



| Property | Additional Area (SF) |
|----------|----------------------|
| 1 | 749 |
| 2 | 1,190 |
| 3 | 126 |
| 4 | 1,892 |



City of Nampa

PUBLIC WORKS ADMINISTRATION

CITY HALL 411 THIRD STREET SO. NAMPA, IDAHO 83651

OFFICE (208) 468-5840

FAX (208) 467-9194

June 20, 2016

Mr. Ross Higgins
2511 Leo Drive
Nampa, Idaho 83651

Re: City of Nampa Well No. 9 Property

Dear Mr. Higgins,

This letter is to provide you with an update on the City of Nampa's Well No. 9 property located at 1710 Middleton Road. As you may know, on June 6, 2016, City Council approved the sale of a portion of the property via Public Auction. Prior to the sale of the land, a Public Hearing will be held. Below is the anticipated schedule to complete the process.

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July 11, 2016 and July 18, 2016

- Publish a notice in the paper of the Public Auction.

July 28, 2016

- Public Auction will be held in the City of Nampa Council Chambers beginning at 9:00 a.m.

We have enclosed a map of the area for sale for your reference. The estimated value of the parcel behind 2511 Leo Drive is \$2,247.00 (\$3.00 per sq. ft.) based on the Canyon County Assessor and City property acquisition data.

If you have any questions, please feel free to contact me at (208) 468-4493 or email me at runyann@cityofnampa.us.

Sincerely,

Nate W. Runyan, P.E.
Deputy Public Works Director

Enclosure

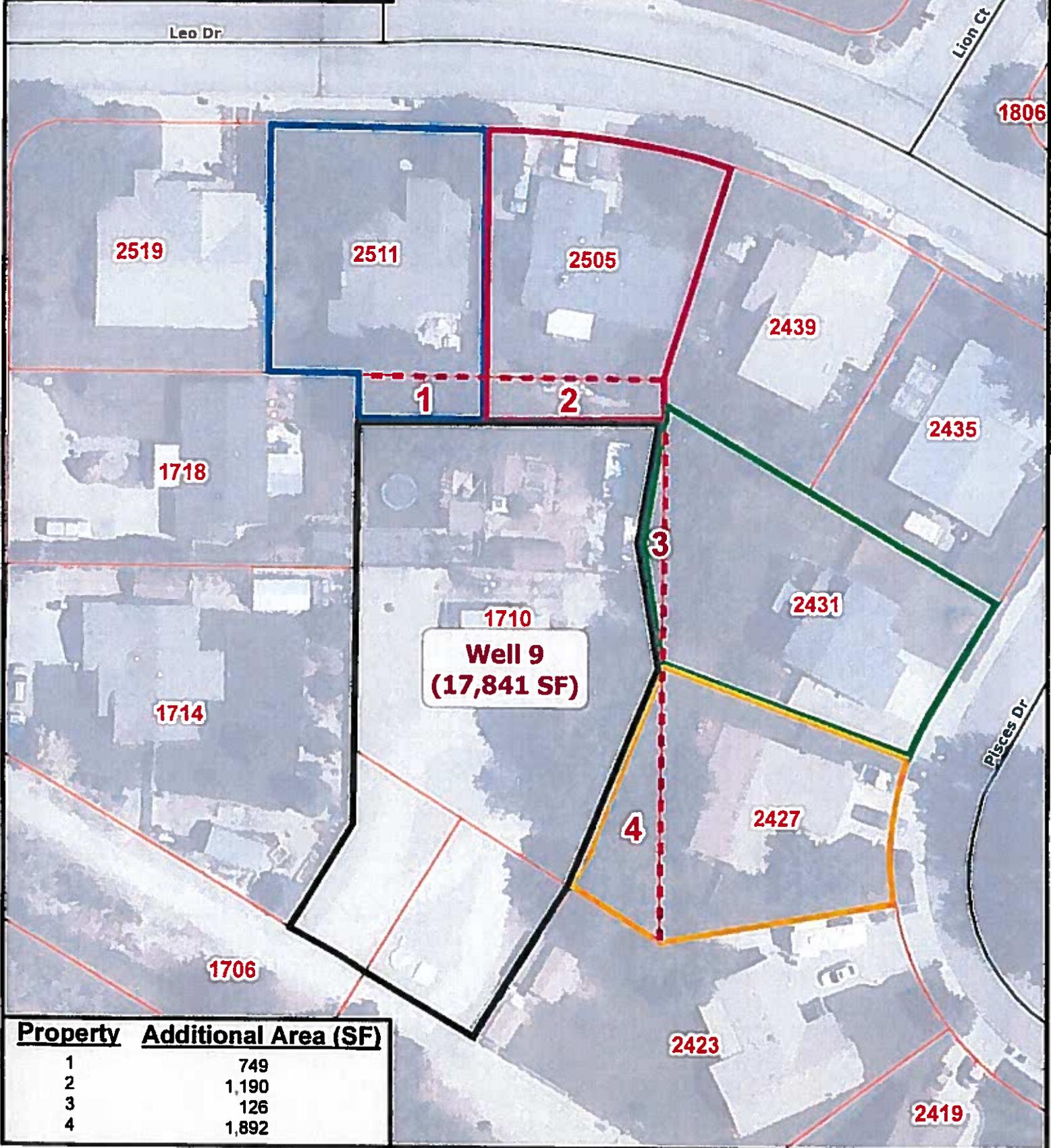
Legend

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6/8/2016

For illustrative purposes only.



Property Additional Area (SF)

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|----------|----------------------|
| 1 | 749 |
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| 4 | 1,892 |



City of Nampa

PUBLIC WORKS ADMINISTRATION

CITY HALL 411 THIRD STREET SO. NAMPA, IDAHO 83651

OFFICE (208) 468-5840

FAX (208) 467-9194

June 20, 2016

Mr. Terry White
2427 Pisces Drive
Nampa, Idaho 83651

Re: City of Nampa Well No. 9 Property

Dear Mr. White,

This letter is to provide you with an update on the City of Nampa's Well No. 9 property located at 1710 Middleton Road. As you may know, on June 6, 2016, City Council approved the sale of a portion of the property via Public Auction. Prior to the sale of the land, a Public Hearing will be held. Below is the anticipated schedule to complete the process.

July 5, 2016

- Public hearing will be held in the City of Nampa Council Chambers beginning at 7:00 p.m.

July 11, 2016 and July 18, 2016

- Publish a notice in the paper of the Public Auction.

July 28, 2016

- Public Auction will be held in the City of Nampa Council Chambers beginning at 9:00 a.m.

We have enclosed a map of the area for sale for your reference. The estimated value of the parcel behind 2427 Pisces Drive is \$5,676.00 (\$3.00 per sq. ft.) based on the Canyon County Assessor and City property acquisition data.

If you have any questions, please feel free to contact me at (208) 468-4493 or email me at runyann@cityofnampa.us.

Sincerely,

Nate W. Runyan, P.E.
Deputy Public Works Director

Enclosure

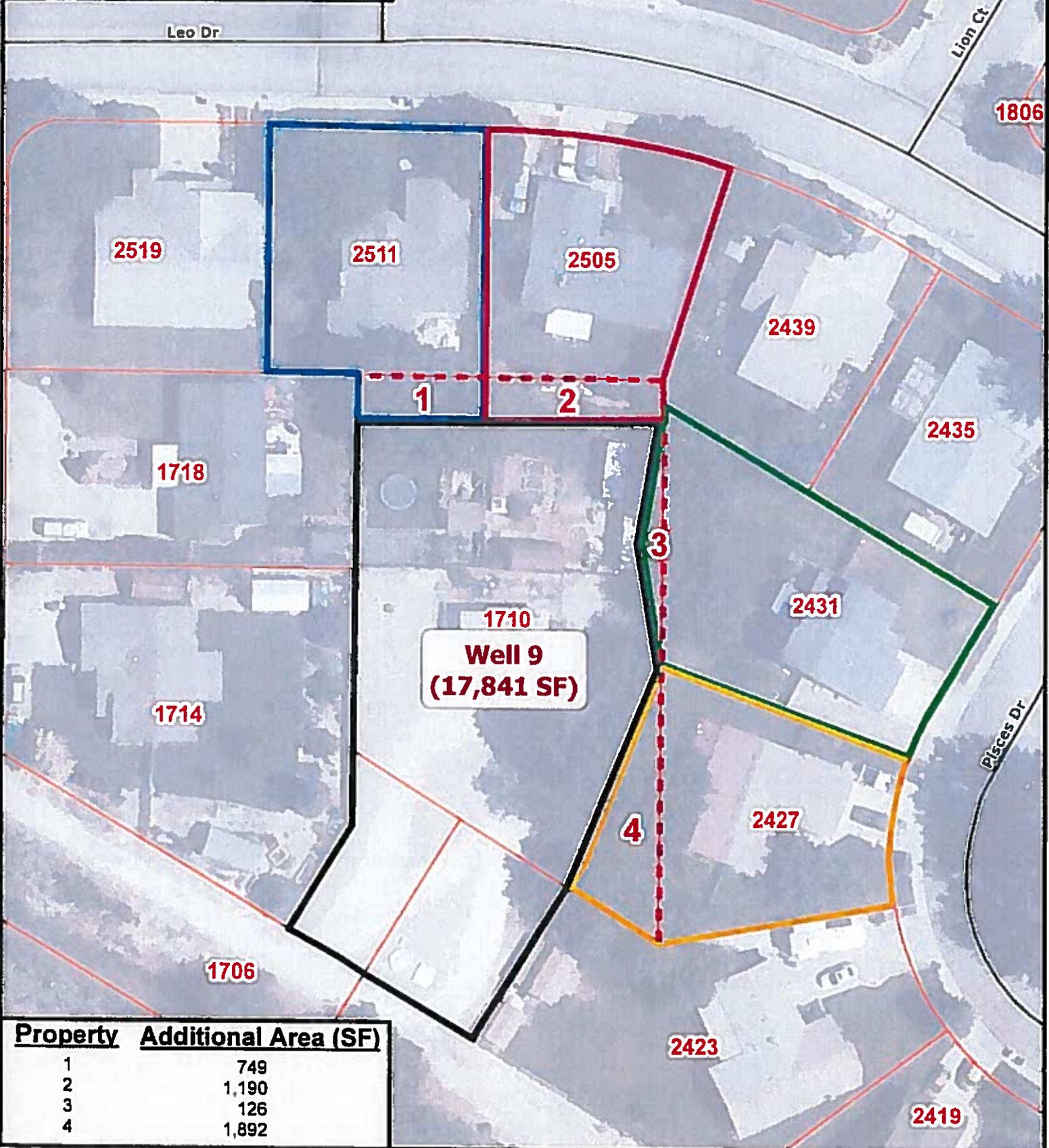
Legend

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6/8/2016

For illustrative purposes only.



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City of Nampa

PUBLIC WORKS ADMINISTRATION

CITY HALL 411 THIRD STREET SO. NAMPA, IDAHO 83651

OFFICE (208) 468-5840

FAX (208) 467-9194

June 20, 2016

Ms. Sharon Mitchell
2431 Pisces Drive
Nampa, Idaho 83651

Re: City of Nampa Well No. 9 Property

Dear Ms. Mitchell,

This letter is to provide you with an update on the City of Nampa's Well No. 9 property located at 1710 Middleton Road. As you may know, on June 6, 2016, City Council approved the sale of a portion of the property via Public Auction. Prior to the sale of the land, a Public Hearing will be held. Below is the anticipated schedule to complete the process.

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- Public hearing will be held in the City of Nampa Council Chambers beginning at 7:00 p.m.

July 11, 2016 and July 18, 2016

- Publish a notice in the paper of the Public Auction.

July 28, 2016

- Public Auction will be held in the City of Nampa Council Chambers beginning at 9:00 a.m.

We have enclosed a map of the area for sale for your reference. The estimated value of the parcel behind 2431 Pisces Drive is \$378.00 (\$3.00 per sq. ft.) based on the Canyon County Assessor and City property acquisition data.

If you have any questions, please feel free to contact me at (208) 468-4493 or email me at runyann@cityofnampa.us.

Sincerely,

A handwritten signature in blue ink that reads "Nate W. Runyan".

Nate W. Runyan, P.E.
Deputy Public Works Director

Enclosure

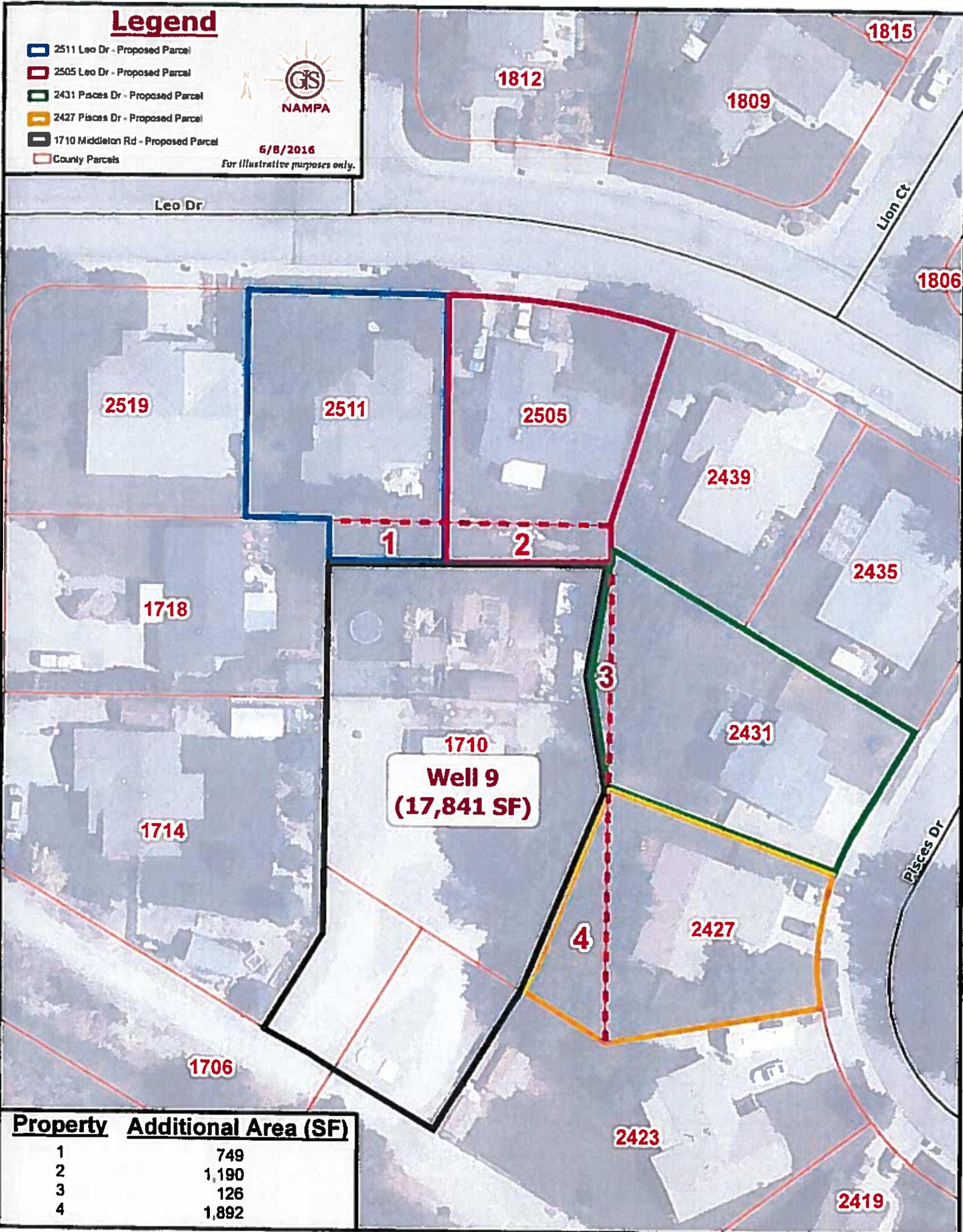
Legend

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6/8/2016

For illustrative purposes only.



Property Additional Area (SF)

| Property | Additional Area (SF) |
|----------|----------------------|
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**PLANNING & ZONING DEPARTMENT
Before the Mayor & City Council
Meeting of 05 JULY 2016**

**PUBLIC HEARING ITEM NO. 1
STAFF REPORT**

Applicants/Representative(s):

Caron Dennett representing Kevin G. Lloyd

File No(s): VAC 0007-16

Analyst: Robert Hobbs

Requested Action(s): Vacation as follows:

1. A seven feet (7') wide/deep [triangular] section of a twelve foot (12') easement on the east side 6686 E. Roxi Cove Court (Lot 17, Block 1 of Coyote Springs Subdivision) located within a RS 8.5 Zone on the north side of Cherry Lane, east of 11th Avenue North Extended.

The Applicant(s) state they are requesting Vacation of a portion of the easement in order to fit a house on Lot 17 which is constrained by virtue of being a cul-de-sac lot and, correspondingly, having easements on all of its sides that restrict the size of the lot's building envelope.

APPLICABLE REGULATIONS

Respecting easement vacation requests, our code states that,

10-27-12: Amended Plats; Vacations

C. Vacations: Vacation approval shall be required in order to either erase some or all of an easement or right of way. Vacation approval shall be required in order to move the location of all or part of an already platted and recorded right of way or easement. Processing of vacation requests for easements and/or rights of way shall be executed in accordance with provisions of Idaho state code. Right of way vacations shall be done by ordinance of the city council and approved first by the same during a public hearing. Alternatively, a re-plat of a subdivision may also serve to vacate easements and/or rights of way when filed, approved by the city, and then recorded. (Ord. 3573, 5-1-2006)

GENERAL INFORMATION/NARRATED FINDINGS

Easements, in part, provide a superior right of land use or access to a beneficiary. Easements are distinct from "setbacks" -- though having a similar effect [sometimes] in establishing areas wherein structure construction is not allowed. In the case of subdivisions developed in Nampa, easements of varying dimension are routinely reserved by the City around the periphery of their lots to protect drainage, grading, and utility line interests.

State law indicates that, "Easements shall be vacated in the same manner as streets." (§ 50-1325). Idaho Code Section 50-1321 requires that in order to vacate a street, among other prerequisites, "the owner or owners of the property abutting said public street...have been served with notice of the proposed abandonment in the same manner and for the same time as is now or may hereafter be provide for the service of the summons in an action at law." This appears distinct from a situation where a plat is being proposed for vacation and wherein lie one or more utility easements where a different set of notification requirements appertain (I.C. § 50-1306 (A) (5)).

Not too long ago, the subdivision ordinance section of the City's zoning code was amended with respect to vacation requests. Previously, the code indicated that Staff [could] review and approve utility easement vacation requests. In such cases we customarily opted for review by City Council given requirements in state law that govern notification of easement vacations viewed as potentially "trumping" our code. (Legal counsel approved of causing Council review of easement vacation applications after having met with Staff in January of 2013 to re-visit how we handle/process vacations of easements, etc.) In short, it was determined that convening a public hearing gives all interested parties/neighbors a chance to find out what is being proposed (concurrently satisfying State mandated notification requirements), and, to provide information regarding the endeavor to the City which may be of use/concern.

The Property is circumferentially encumbered by easements. The Applicants are petitioning to be allowed to build a house on the Property, with one corner of the same projecting into a twelve foot (12') wide side property easement (see attached Exhibits) some seven feet (7'). No set criteria govern the appropriateness of a vacation request, the decision being left to the discretionary judgment of the authority hearing the request. The need to protect an easement to serve a public (or other vital or prevailing interest) may serve as rationale to reject a vacation proposal.

The Engineering Division of the City of Nampa administers the protection of subdivision easements. Their representative has indicated that they are not opposed to the vacation request, as the easement does not contain a utility (e.g., pressure irrigation pipe). Other responding agencies/departments also have voiced "no opposition" to this proposal. Staff notes that the required zoning setbacks appertaining to the Property are still being adhered to by the Applicants' concept building site plan (see attachment), notwithstanding the Vacation request/proposal.

No public comment has been received regarding this matter. All agency and/or department comments bearing on this matter that were provided to our office by the time this report was ready to go to print (12 noon, June 29) are hereafter attached.

Recommendation:

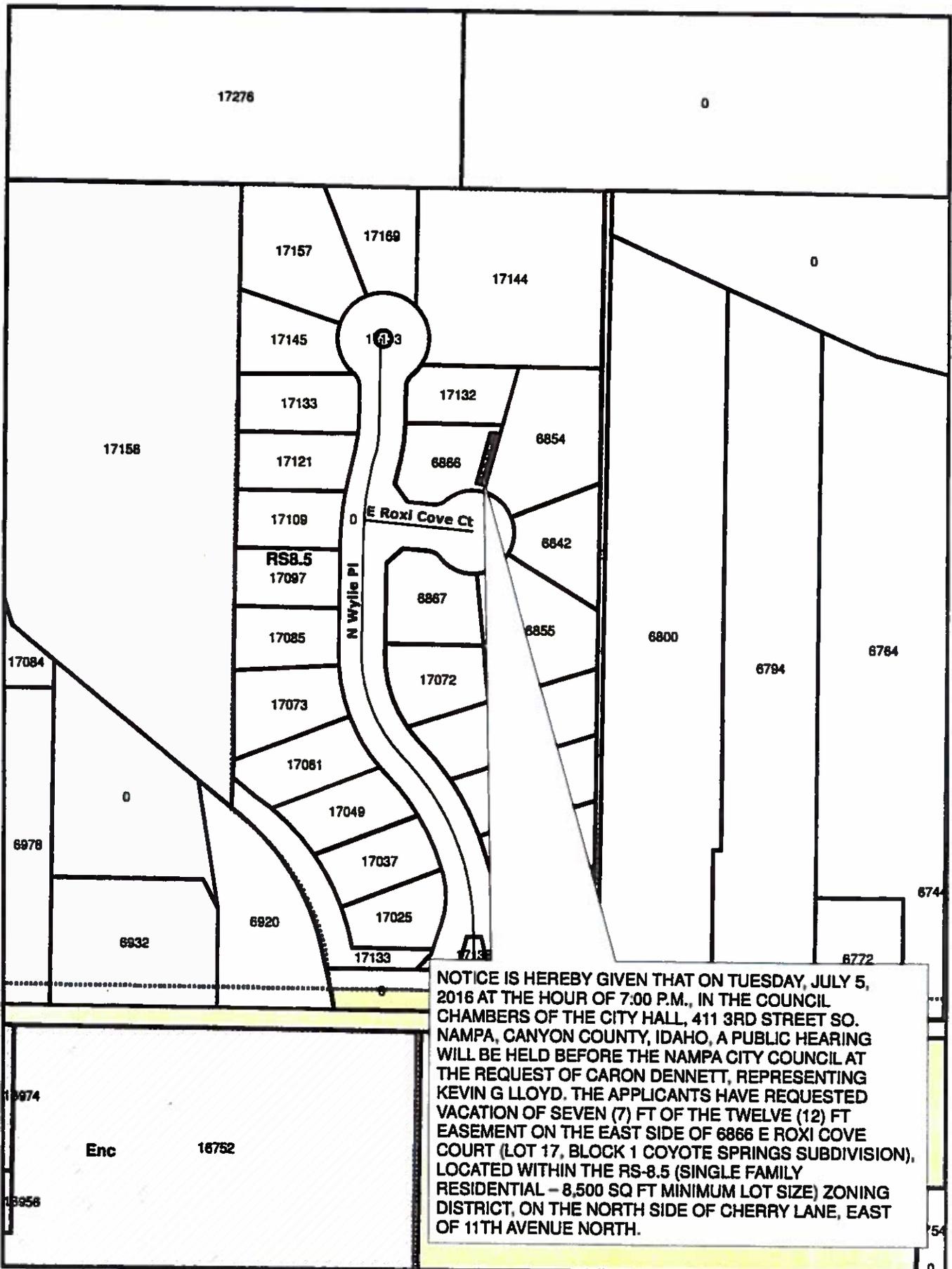
Approve the application request as presented...

**RECOMMENDED CONDITIONS
OF APPROVAL**

N/A

ATTACHMENTS/EXHIBITS

- Copy(ies) of zoning Vicinity Map, Vacation Application form, aerial photo, Applicant's narrative, marked plat copies, copies of any agency/owner/citizen correspondence, etc. (pages/Exhibits 3+)



NOTICE IS HEREBY GIVEN THAT ON TUESDAY, JULY 5, 2016 AT THE HOUR OF 7:00 P.M., IN THE COUNCIL CHAMBERS OF THE CITY HALL, 411 3RD STREET SO. NAMPA, CANYON COUNTY, IDAHO, A PUBLIC HEARING WILL BE HELD BEFORE THE NAMPA CITY COUNCIL AT THE REQUEST OF CARON DENNETT, REPRESENTING KEVIN G LLOYD. THE APPLICANTS HAVE REQUESTED VACATION OF SEVEN (7) FT OF THE TWELVE (12) FT EASEMENT ON THE EAST SIDE OF 6866 E ROXI COVE COURT (LOT 17, BLOCK 1 COYOTE SPRINGS SUBDIVISION), LOCATED WITHIN THE RS-8.5 (SINGLE FAMILY RESIDENTIAL - 8,500 SQ FT MINIMUM LOT SIZE) ZONING DISTRICT, ON THE NORTH SIDE OF CHERRY LANE, EAST OF 11TH AVENUE NORTH.



APPLICATION FOR VACATION OF EASEMENT, PUBLIC RIGHT-OF-WAY OR PLAT

City of Nampa, Idaho
715 CL
ROBERT

This application must be filled out in detail and submitted to the office of the Planning Director for the City of Nampa, Idaho, accompanied by a nonrefundable fee of \$505.00

Name of Applicant/Representative: CARON DENNETT Phone: 208 571-8292
Address: 3702 E. PRESIDENTIAL City: MERIDIAN State: ID Zip Code: 83642
Applicant's interest in property: (circle one) Own Rent Other BUILDING PARTNER
Owner Name: KEVIN G. LLOYD Phone: _____
Address: 10307 NE 5th ST City: YANICOVER State: WA Zip Code: 98664

Address of subject property: 6866 E. ROXI COVE CT, NAMPA, ID 83687
Is a copy of one of the following attached? (circle one) Warranty Deed Proof Of Option Earnest Money Agreement.

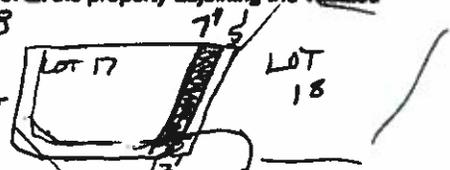
Subject Property Information

Please provide the following **REQUIRED DOCUMENTATION** to complete the vacation:

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. R
 Or Subdivision COYOTE Lot 17 Block 1 Book 44 Page 30

List of names, addresses AND written consent of the owners and contract purchasers of all the property adjoining the vacated portion. NONE I OWN LOT 17 AND 18

Sketch drawing of the portion proposed to be vacated. 7 FEET OF THE 12 FOOT EASEMENT LEAVING 5 FEET



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:

"See letter attached." TO VACATE 7 FEET OF 12 FOOT EASEMENT ON RIGHT SIDE OF LOT 17 IN ORDER TO FIT CORNER

Dated this Fifth day of JUNE, 2016

[Signature]
Applicant Signature

NOTICE TO APPLICANT

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.

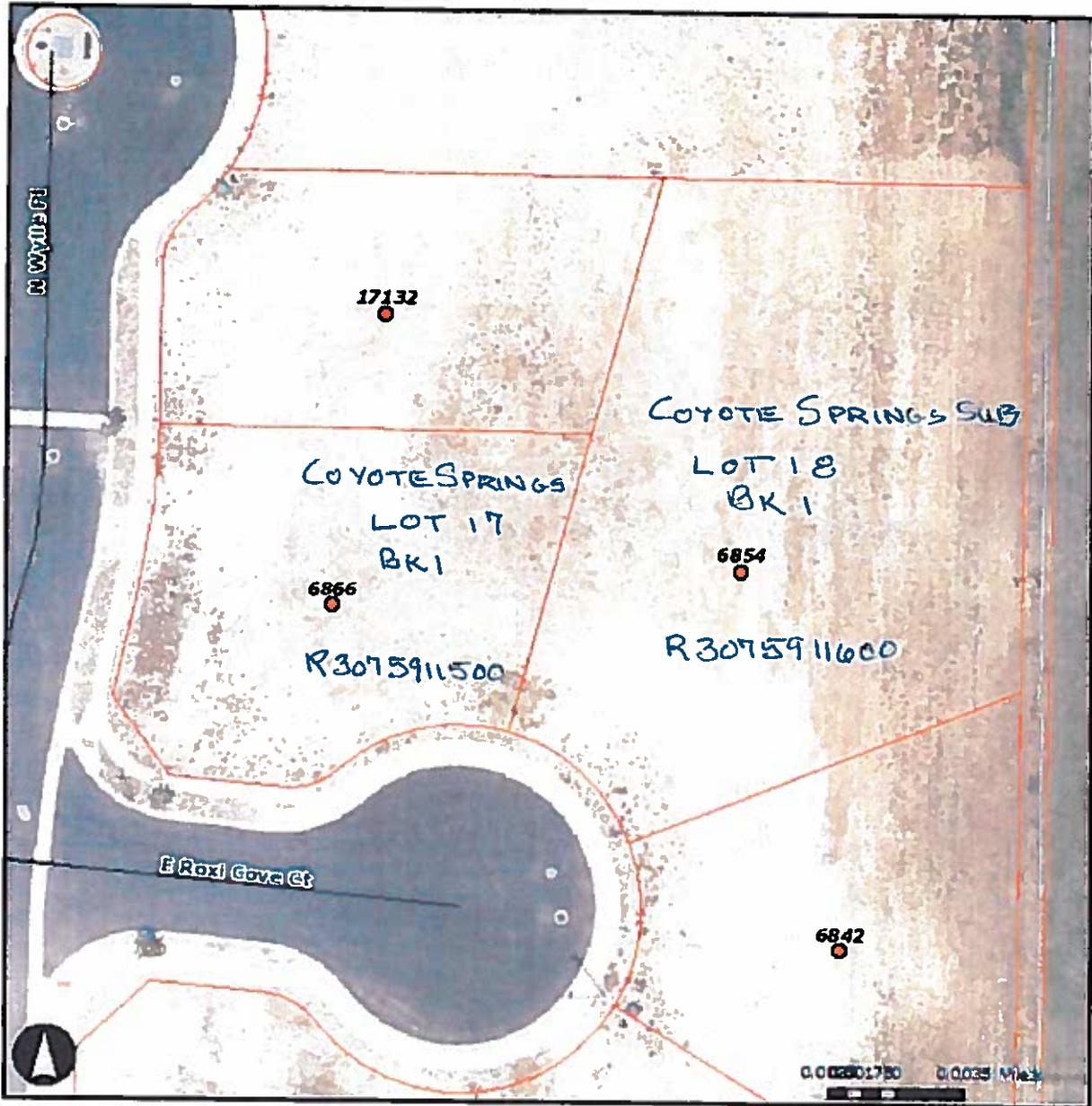
Written notice of the public hearing shall be sent to all property owners within 300 feet of the boundaries of the proposed vacation by certified mail with return receipt, at least 10 days prior to the date of the public hearing. Notice shall also be published once a week for 2 successive weeks in the 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.

For Office Use Only:

File Number: VAC 00007 - 2016

Project Name: VAC 7 FT OF 12' EASEMENT AT EAST SIDE 6866 E ROXI COVE CT

Map



Address Candidates



County Parcels

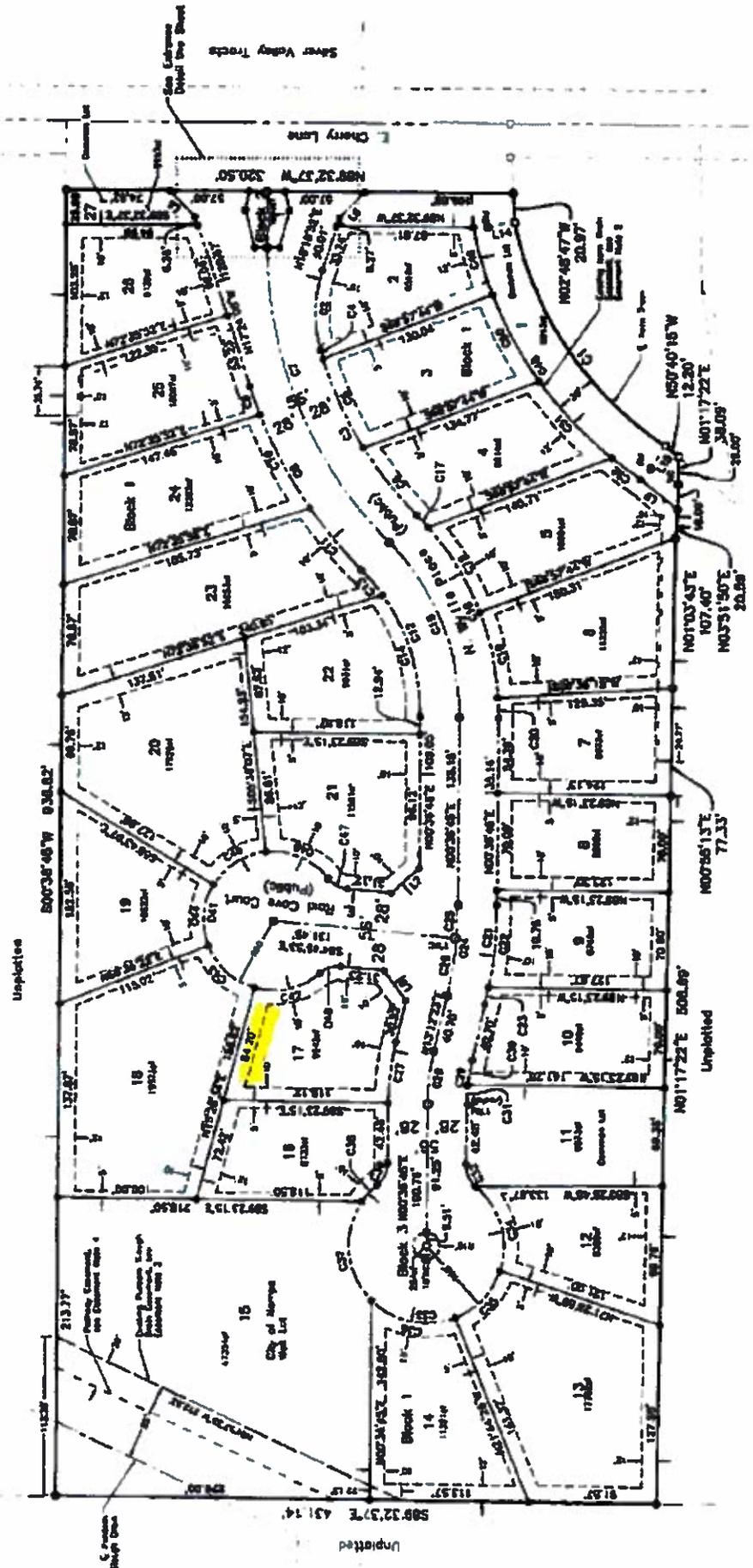


Address Points

-  Active
-  Hold
-  Proposed
-  Retired
-  Other

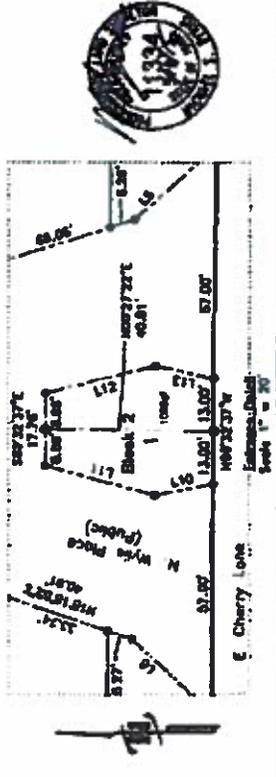
PLAT SHOWING
Coyote Springs Subdivision

EXHIBIT A



See Sheet 1 for Legend
See Sheet 2 for Boundary Information
See Sheet 3 for Curve Data

JUB
J-U-B ENGINEERS, INC.
270 South Highland Avenue, Suite 201, Salt Lake City, UT 84103
Phone 313.1000 / Fax 313.1005 / www.jub.com



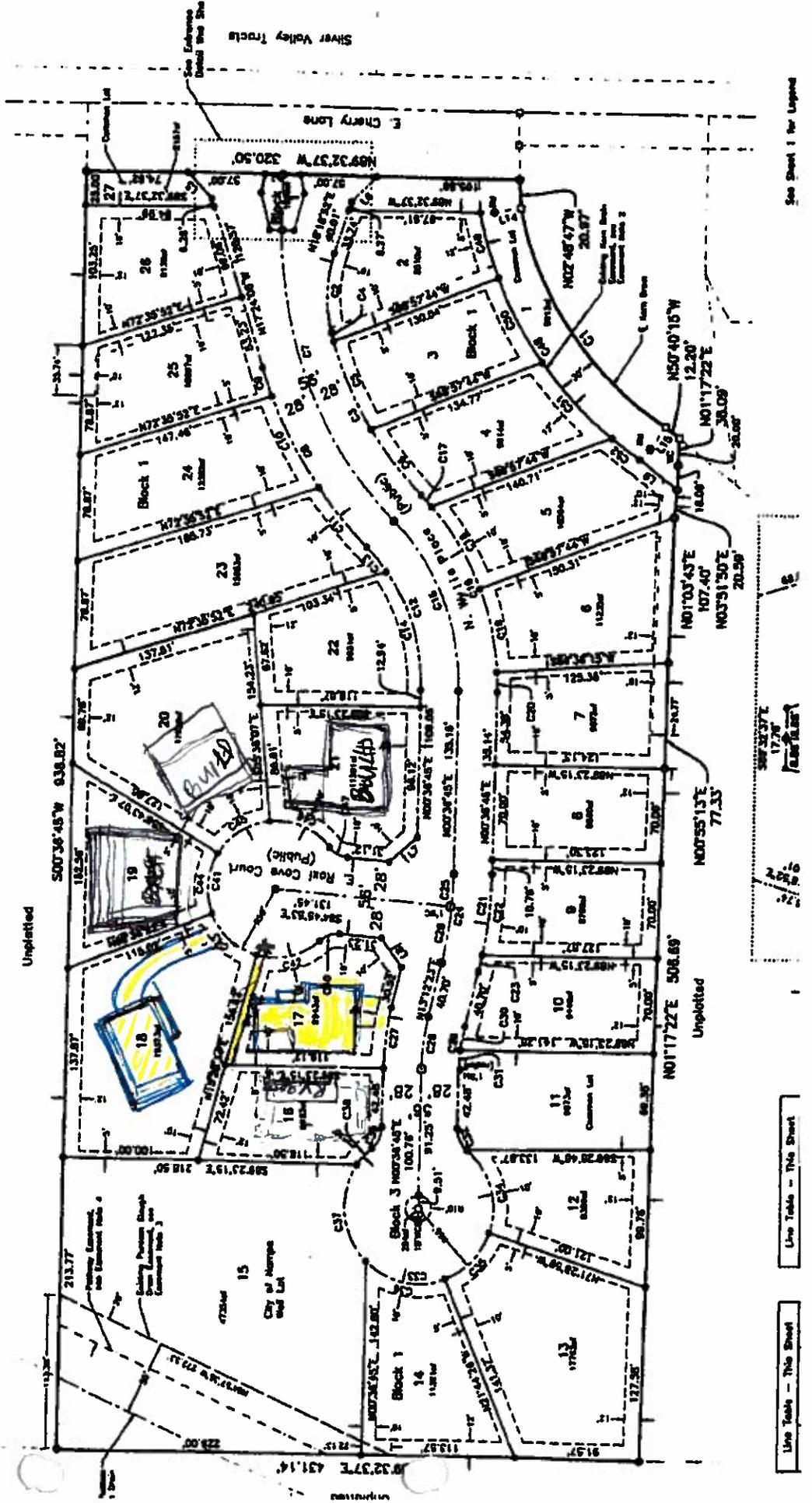
| Line # | Length | Direction | Top Sheet |
|--------|--------|-------------|-----------|
| L11 | 27.50' | N1801°45'T | 27.50' |
| L12 | 27.50' | S1°07'00"E | 27.50' |
| L13 | 14.11' | S18°18'20"W | 14.11' |
| L14 | 20.00' | S78°25'50"W | 20.00' |
| L15 | 20.00' | S33°21'10"W | 20.00' |

| Line # | Length | Direction | Top Sheet |
|--------|--------|--------------|-----------|
| L5 | 24.45' | N43°13'37"W | 24.45' |
| L6 | 24.45' | N44°27'50"E | 24.45' |
| L7 | 24.25' | N47°55'28"E | 24.25' |
| L8 | 24.16' | N59°45'45"W | 24.16' |
| L9 | 14.11' | N65°09'15"W | 14.11' |
| L10 | 14.11' | N113°14'28"W | 14.11' |

KEVIN LLOYD

WE OWN LOT 17
AND 18. WILL BUILD
ON LOT 18 IN A
COUPLE

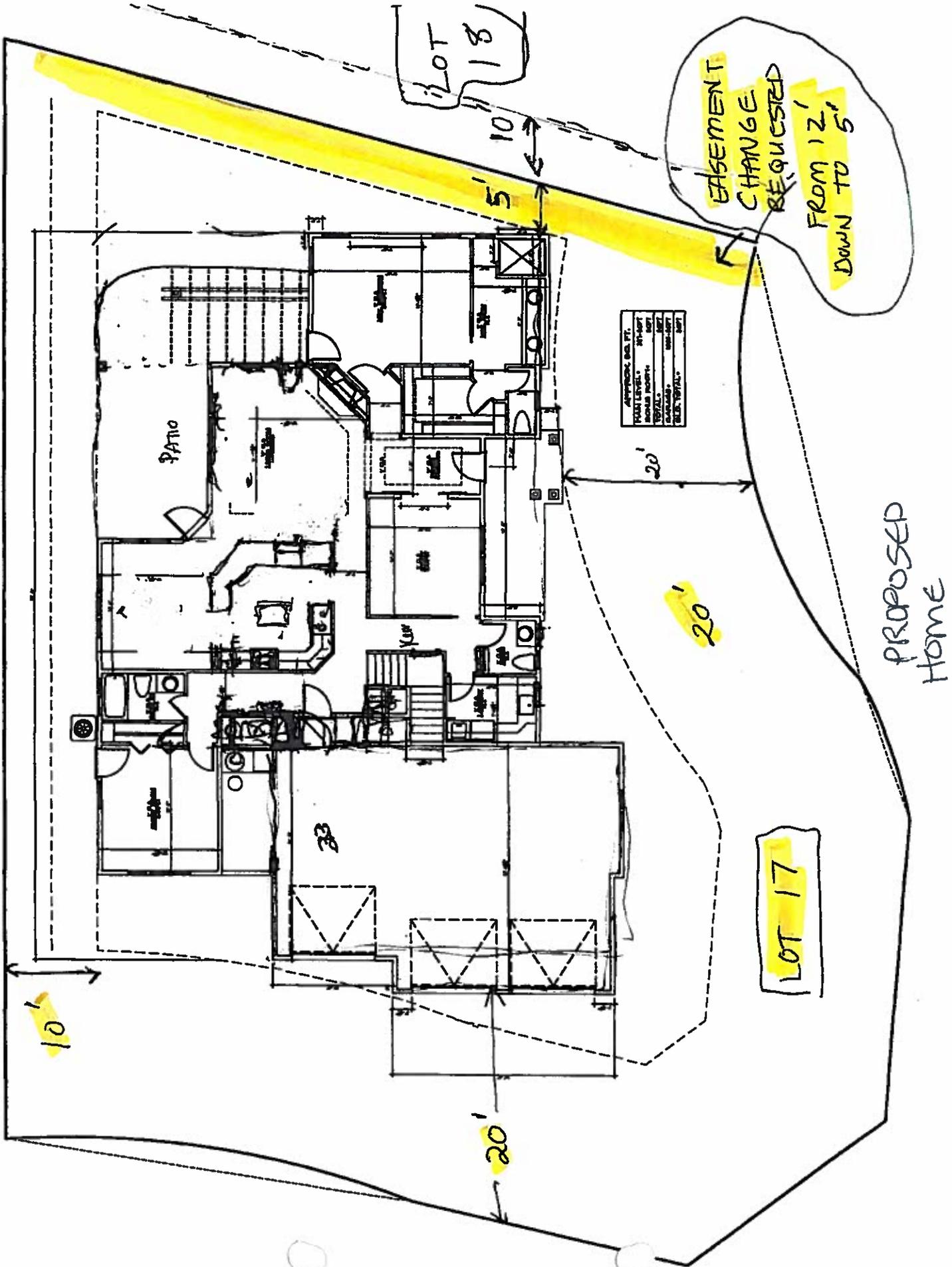
PLAT SHOWING
Coyote Springs Subdivision



See Sheet 1 for Legend

Line Table - This Sheet

Line Table - This Sheet



| APPROXIMATE SQ. FT. | | | |
|---------------------|----|-----|------|
| FIRST LEVEL | 24 | 100 | 2400 |
| SECOND LEVEL | 12 | 100 | 1200 |
| THIRD LEVEL | 12 | 100 | 1200 |
| BASE TOTAL | 48 | 300 | 4800 |

EASEMENT
CHANGE
REQUESTED
FROM 12'
DOWN TO 5'

PROPOSED
HOME

LOT 17

LOT 18

LOT 19

10'

20'

20'

20'

5'

10'

23

PATIO

Memorandum

To: Mayor and City Council
Cc: Planning and Zoning
Cc: Tom Points, P. E., City Engineer
Cc: Daniel Badger, P. E., Staff Engineer
Cc: Michael Fuss, P. E., Nampa City Public Works Director
From: Jim Brooks – Engineering Division
Date: June 23, 2016
Rev:
Re: Vacation of 7' of a 12' easement along easterly property line lot 17, block 31
Coyote Springs Subdivision
Applicant: Caron Dennett representing Kevin G. Lloyd
Applicant Address: 3702 E. Presidential, Meridian, Idaho 83642
Property Address: 6866 E. Roxi Cove Court
VAC00007-16 for July 5, 2016 City Council Meeting

Vacation of easement is requested to make it possible to construct planned residence on corner lot.

Therefore the Engineering Division has no concerns with recommending granting this vacation as no public utilities reside within this easement.

Sylvia Mackrill

From: Neil Jones
Sent: Wednesday, June 08, 2016 7:18 AM
To: Sylvia Mackrill
Subject: RE: VAC-00007-2016 Vacation of 7 ft of 12 ft easement on east side of 6866 E Roxi Cove Ct

Building Department has no conditions at this time.

Neil Jones

Plans Examiner Supervisor

P: 208.468.5492 F: 208.468.4494

[Department of Building Safety](#), [Like us on Facebook](#)

From: Sylvia Mackrill

Sent: Tuesday, June 07, 2016 2:07 PM

To: Amanda Morse <morsea@cityofnampa.us>; Beth Ineck <ineckb@cityofnampa.us>; Brent Hoskins <hoskinsb@cityofnampa.us>; Craig Tarter <tarterc@cityofnampa.us>; Daniel Badger <BadgerD@cityofnampa.us>; Don Barr <barrd@cityofnampa.us>; Eric Skoglund <skoglundl@cityofnampa.us>; Jeff Barnes <barnesj@cityofnampa.us>; Jennifer Yost <yostj@cityofnampa.us>; Jim Brooks <brooksj@cityofnampa.us>; Kent Lovelace <lovelacek@cityofnampa.us>; Michael Fuss <fussm@cityofnampa.us>; Neil Jones <jonesn@cityofnampa.us>; Patrick Sullivan <sullivanw@cityofnampa.us>; Ray Rice <ricer@cityofnampa.us>; Robin Collins <collinsrr@cityofnampa.us>; Soyla Reyna <reynas@cityofnampa.us>; Tina Fuller <tfuller@compassidaho.org>; Vickie Holbrook <holbrookv@cityofnampa.us>

Subject: VAC-00007-2016 Vacation of 7 ft of 12 ft easement on east side of 6866 E Roxi Cove Ct

Caron Dennett, representing Kevin G Lloyd, has requested Vacation of 7 ft of the 12 ft easement on the east side of 6866 E Roxi Cove Ct (Lot 17, Bk 1 Coyote Springs Subdivision), located within the RS-8.5 (Single Family Residential – 8,500 sq ft minimum lot size) zoning district, on the north side of Cherry Ln, east of 11th Ave N.

The applicants are requesting Vacation of a portion of the easement in order to fit the house on the lot, due to the easements on all sides of the corner/cul-de-sac lot. The applicants also own the adjacent lot to the east, 6854 E Roxi Cove Ct (Lot 18, Bk 1, Coyote Springs Subdivision),

The Vacation of Easement will go before the City Council as a public hearing item on their July 5, 2016 Agenda.

Please review and forward any comments to my attention prior to June 24th.



Sylvia Mackrill, Administrative Operations Manager

O: 208.468.5484, F: 208.468.5439

411 3rd Street South, Nampa, ID 83651

[Planning and Zoning](#) - [Like us on Facebook](#)

NAMPA*Proud*

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

Sylvia Mackrill

From: Kent Lovelace
Sent: Monday, June 13, 2016 2:24 PM
To: Sylvia Mackrill
Subject: VAC-00007-2016 Vacation of 7 ft of 12 ft easement on east side of 6866 E Roxi Cove Ct

no violation seen at this time.

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.



June 16, 2016

City of Nampa
Norman Holm, Planning Director
411 3rd Street South
Nampa, Idaho 83651

Re: Relinquishment of a 7' portion of a 12' public utility easement found along Lots 17 and 18, Block 1 of Coyote Springs Subdivision

Situated in the Southwest Quarter of Section 1, Township 3 North, Range 2 West, Boise Meridian, Canyon County, Idaho.

Dear Mr. Holm:

This is in response to the Relinquishment Application submitted to Idaho Power Company on June 7, 2016, regarding the possible relinquishment of a 7' portion of the 12' platted utility easement located along the common lot lines of Lots 17 & 18, Block 1, Coyote Springs Subdivision, as shown in Exhibit A (the "Utility Easement Area"). This request is made in order to accommodate a new home proposed for construction.

Idaho Power's review of the relinquishment request indicated that there are no facilities with the Utility Easement Area. As such, Idaho Power agrees to relinquish the easement rights found within the 7' portion of the Utility Easement Area, effectively reducing the Utility Easement Area to 5'. As the adjoining easement area is 10', future utilities could still be installed if needed.

Thank you once again for providing Idaho Power Company the opportunity to review and comment upon the subject petition for relinquishment.

Sincerely,

A handwritten signature in blue ink that reads "Mary K. Alandt".

Mary K. Alandt
Associate Real Estate Specialist
Land Management and Permitting Department
(208) 388-2699
malandt@idahopower.com