

**AGENDA ITEM SUMMARY**

**DATE:** 01/05/2010 **DEPT.:** Historic Preservation Commission / Admin **DEPT. HEAD SIGNATURE:**

**SUBJECT:**

Idaho Humanities Council  
Application for Hailey Rodeo Park Interpretive Center

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

The Hailey Historic Preservation Commission and city staff have prepared the attached grant application to seek funding for the design, fabrication and installation of a museum quality interpretive exhibit at the Hailey Rodeo Park Interpretive Center. The project would be completed in three phases, contingent on securing funding as the process unfolds. Phase one involves research and documentation, which is currently ongoing through a previous successful grant application and matching city funds. Phase two involves preliminary (80%) exhibit design and oral histories, which could commence in the spring contingent on securing this Idaho Humanities Council grant (\$4,900), the Seagraves Foundation grant which was applied for in November (\$42,000), and/or city funds. Phase three involves final design, fabrication and installation, which could commence in the winter of 2011/2012, contingent on securing a National Endowment for the Humanities grant, which may be submitted in summer 2011. The work is phased to allow the development of the project and associated work products that will be necessary to prepare a competitive NEH application.

At this time, the Hailey Historic Preservation Commission and city staff request a motion to approve the attached grant application and authorize Mayor Davis to sign the same.

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:** Caselle # \_\_\_\_\_  
Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_  
Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
Staff Contact: \_\_\_\_\_ Phone # \_\_\_\_\_

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)

____ City Attorney	____ Clerk / Finance Director	____ Engineer	____ Building
____ Library	____ Planning	____ Fire Dept.	_____
____ Safety Committee	____ P & Z Commission	____ Police	_____
____ Streets	____ Public Works, Parks	____ Mayor	_____

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Motion to authorize Mayor Davis to sign the attached grant application.

**ADMINISTRATIVE COMMENTS/APPROVAL:**

City Administrator \_\_\_\_\_ Dept. Head Attend Meeting (circle one) Yes No

**ACTION OF THE CITY COUNCIL:**

Date \_\_\_\_\_  
City Clerk \_\_\_\_\_

**FOLLOW-UP:**

\*Ord./Res./Agmt./Order Originals: \_\_\_\_\_ \*Additional/Exceptional Originals to: \_\_\_\_\_  
Copies (all info.): \_\_\_\_\_ Copies  
Instrument # \_\_\_\_\_



IDAHO HUMANITIES COUNCIL
GRANT COVER SHEET

Submission Deadline - January 15 and September 15

Grant Type X Major Mini Research Fellowship
Teacher Incentive Planning

Grant Title Rodeo: A Story of Community

Requested Grant Amount \$ 4,900 (round to nearest dollar)
Anticipated Cost Share \$ 164,450 (must be at least equal to IHC Request)

Beginning Date of Project 10/1/2010 Ending Date 1/31/2012

Abstract (no more than 150 words)

The City of Hailey Historic Preservation Commission (HPC) will install a permanent interpretive exhibit, titled Rodeo: A Story of Community, at the new Hailey Rodeo Park interpretive center. The exhibit will convey how the Hailey rodeo has evolved through the years and its impact and importance in Hailey's development. Most of the Hailey community is unfamiliar with the story of the rodeo site prior to 1949, and these early stories will also be included. For more than a century, the rodeo grounds site has been a community gathering place, representing Hailey's social and cultural development.

Sponsoring Organization Name City of Hailey Historic Preservation Commission
DUNS Number 169191517 (See guidelines for instructions)

Authorizing Official's Name Mayor Richard L. Davis
Address 115 South Main St., Suite H
City Hailey County Blaine State ID Zip 83333
Phone 208-788-4221 Fax 208-788-2924 Website www.haileycityhall.org

Project Director's Name Dr. Rob Lonning
Address (if different from sponsor) 415 South Second Ave.
City Hailey County Blaine State ID Zip 83333
Work Phone Fax Email
Home Phone 208-788-9654 Email ralonning@att.net

Fiscal Agent's Name (must be different than project director) Becky Stokes
Address (if different from sponsor) 115 South Main St., Suite H
City Hailey County Blaine State ID Zip 83333
Work Phone 208-788-4221 x28 Fax 208-788-2924 Email becky.stokes@haileycityhall.org
Home Phone Email

Signatures:
Project Director
Fiscal Agent
Authorizing Official

Grant Applications to IHC In Last Five Years
(Received and Rejected):
None

# Application Narrative

## 1. Summary of the project

The City of Hailey Historic Preservation Commission (HPC) will install a permanent humanities exhibit, titled *Rodeo: A Story of Community*, at the new Hailey Rodeo Park interpretive center. For more than a century, the rodeo grounds site, which forms a gateway to Hailey and all of central Idaho, has functioned as a community gathering place. Currently, this site is being reconstructed to form a multi-purpose community venue, including a new rodeo arena, an ice rink, and a skateboard park. The interpretive exhibit will be located at the center, and it will bring a vital humanities component to the reconstructed site. The proposed interpretive exhibit will include photographs, oral histories, illustrations with text, dioramas, and artifacts. The rodeo grounds site is situated at a prominent location at the southern entrance to Hailey, making it visible and accessible to an audience of local residents and the many tourists who frequent the Hailey area. Ultimately, the goal of the site is not only to provide an ongoing, reinvigorated gathering place for residents and tourists alike, but also to provide a gathering place for stories that connect the present with the past and promote a meaningful sense of community identity.



## 2. Sponsoring organization

The Hailey Historic Preservation Commission (HPC) is an advisory board comprised of volunteers appointed by the City of Hailey's Mayor Rick Davis and confirmed by the Hailey City Council. The HPC was founded in 2004, and has the following significant accomplishments to its credit:

- Obtained *Certified Local Government* status.
- Received *Heritage City* designation.
- Listed four historic buildings on the *National Register of Historic Places*.
- Provided support and collaboration with staff of the Hailey Public Library and the Mallory family in digitizing and creating a website for the Martyn Mallory Photographic Collection, which consists of more than 3,000 original prints and 1,500 glass plate and nitrate negatives early Hailey and the surrounding area.
- Applied for and received *Preserve America* designation from the White House.
- Applied for and received grants totaling \$17,000 from the *Certified Local Government* program since 2006.
- Aided Hailey Building and Planning Departments in developing a Demolition Ordinance that assures review and documentation of affected historic structures.



### 3. Outline the project activities

#### PROJECT CONCEPTION

*Rodeo: A Story of Community* will be located at the site of the new Hailey Rodeo Park, the largest public works project to be undertaken within the city for many years. This new major public facility complex lies along Hailey's Main Street, as one enters Hailey proper from the south. This site is the location of Hailey's original rodeo arena. Hailey's historic *Days of the Old West Rodeo* was founded in 1949, and is currently one of Hailey's largest tourist events each year. The old arena was structurally unsound and noncompliant with ADA requirements, leading to a new master plan for the rodeo grounds property that involved demolishing the old arena and building a new arena, building a visitor/interpretive center attached to the arena, adding a separate, new enclosed ice rink, and expanding Hailey's existing world class skateboard park.

When it became necessary to demolish the unsafe original rodeo arena as part of the new master plan for the property, the need to honor and remember the past was strongly felt by the community at large, elected officials, the HPC and city staff. An interpretive exhibit was determined as the best way to perpetuate the memory of the old arena and the rodeo history it represented. The intent, then, is to revitalize this important community locale while honoring the narrative layers of the landscape.

The rodeo has been a long standing tradition at this historic site, and it has been a defining force in the community of Hailey since 1949. What is less known and understood is that this site was a community gathering place for many years prior to the advent of the rodeo. For example, historic maps show a race track at this site as early as 1884. In 1903, the land presently occupied by the



rodeo grounds and adjacent school sports fields was deeded to the City of Hailey. Civic leaders used the deeded property for a park (called Wertheimer Park), race track, and ball field over the next decades. With research currently underway by the project's historian, little known community uses of this site are being brought forth. The project team that has formed to develop *Rodeo: A Story of Community* has determined to include significant stories related to this early site history.

The visitor/interpretive center, with 768 square feet of exhibit space, is located at the heart of this major public facility complex and will be the permanent home of the proposed interpretive exhibit. It will give focus to the various elements of the site, and by extension to the community, through a humanistic lens.



PROJECT GOALS

1. Create an engaging, informative interpretive display of artifacts, memorabilia, photographs and film footage, oral histories, and artwork that will celebrate the rich history associated with the property since the late 1800's. This will focus on, but not be limited to, the rodeo.
2. Engage community members and visitors in learning about the role the site has played in Hailey's history and culture.
3. Encourage people to think about what constitutes *community*, particularly in a western context.

FORMAT FOR PUBLIC ACTIVITIES

The Hailey Chamber of Commerce will occupy the eastern section of the visitor/interpretive center; *Rodeo: A Story of Community* will be installed in the western section of the building. The Hailey Chamber keeps regular full-time hours, when the public will be able to visit and view the exhibits. Discussions are currently underway to staff the exhibit space with volunteers at other times. In addition, the HPC will periodically sponsor programs designed to focus on topics of historic and cultural interest. For example, the interpretive center would be a logical place to hold presentations as part of the annual Idaho Archeology and Historic Preservation Month in May of each year.

TIMELINE FOR ACTIVITIES

Activities	Dates
1. Research & Documentation (ongoing) <ul style="list-style-type: none"> <li>■ Research the history of the property both before and after the establishment of the <i>Days of the Old West Rodeo</i>.</li> <li>■ Identify significant persons, artifacts, photographs, film footage and stories that illustrate the history of the site.</li> <li>■ Prepare a report of recommendations for the exhibit.</li> </ul>	10/1/10 – 4/30/11
2. Oral Histories	1/1/11 – 4/30/11
3. Preliminary Exhibit Design <ul style="list-style-type: none"> <li>■ Research effective exhibit designs from other interpretive centers / exhibits around the country</li> <li>■ Retain exhibit design firm</li> <li>■ Gather identified city-owned exhibit content materials</li> <li>■ Acquire selected exhibit content materials from other identified sources</li> <li>■ Work with exhibit design firm and team illustrator to prepare 75% design</li> </ul>	4/1/11 – 7/31/11
4. Final Exhibit Design <ul style="list-style-type: none"> <li>■ Work with exhibit design firm and team illustrator to bring design to 100%</li> </ul>	8/1/11 – 9/30/11



5. Exhibit Fabrication and Installation	10/1/11 – 12/31/11
6. Develop Educational & Promotional Materials	10/1/11 – 12/31/11
7. Exhibit Gala Grand Opening	January 2012

#### 4. Explain the humanities content

*Rodeo: A Story of Community* aims to use the humanities as a means to unify a physical site, the reconstructed rodeo grounds and community gathering place. The interpretive exhibit will add layers of narrative and history to the site, giving the location depth and significance that will make it more than a recreational area. History, oral narratives, written literature, art, and folklore are the humanities disciplines that form the backbone of the project.

*Rodeo: A Story of Community* will encourage audiences to reflect on and engage in a sense of community through the history of the rodeo grounds site and the rodeo tradition. The rodeo has played a central role in the societal and cultural development of towns throughout the American West, and the story of Hailey’s community development is intertwined with the story of its rodeo. The rodeo is important for many reasons, including a) its mythological status in the hearts and minds of Americans, b) its value as a community recreation and social activity, c) its celebration of traditional cowboy skills, and d) its economic importance to towns with successful rodeos. The story of the small town rodeo is also an elegiac one. The pace, priorities, economics and demands of contemporary life in the changing West have led to a de-emphasis of the rodeo, and in some cases to its demise.

The project team is still uncovering relevant stories, and will continue to refine themes and topics as the project research continues. To date, the project team has identified the following potential topics and issues:

- How the site has served as a community gathering place throughout its history
- How the community has worked together to develop the site and its various uses over the years
- How the rodeo and other activities have served as community gathering events
- The key people in the Hailey rodeo and other significant people in the site’s history
- Milestones in the Hailey rodeo’s evolution and the site’s evolution
- How the Hailey rodeo fits into the larger context of the American West
- The role of women in the history of the Hailey rodeo and the history of the site
- The cowboy as a mythological figure
- Rodeo traditions and their roots



## 5. List and describe the backgrounds of the key humanities scholars

**Florence Blanchard** is the Project Historian. For the past nine years, she has been a grants consultant and historical researcher for Idaho Heritage Trust, Technical Assistance program for historic preservation projects. From 1981-1983 she was the Project Director of "A Wood River Valley Legacy: The Hailey Centennial Photo Essay Project," supported by the Idaho Humanities Council. She holds a B.A. in English from the University of California, Northridge.

Ms. Blanchard began conducting research for *Rodeo: A Story of Community* in October 2010. She has uncovered a wealth of usable material for the project, from historic photographs to various memorabilia. Of the figures interviewed to date, many have offered to donate materials for the exhibit. Photographs are available from myriad sources, including the Community Library Association Regional History Department and the Mallory Collection of historic photographs housed in the Hailey Public Library. Film footage of early rodeo events has also been offered as a donation to the project. Hailey will be responsible for collecting materials finally selected for inclusion in the exhibit.

Ms. Blanchard's research will propel the design. Her final report will recommend the stories, artifacts, photographs, memorabilia, etc., to include in the exhibit. The report will also provide details on acquiring recommended materials. It is the intent of the project team to secure the services of an exhibit design firm once the research is complete.

**Dr. Jennifer Emery Davidson** holds a Ph.D. in American Studies from the University of Utah, Salt Lake City. Her fields of study include Literature and History of the American West, Environmental Literature and Regional Folklore. She is presently the Director of the College of Southern Idaho Blaine County Center.

Dr. Davidson is a member of the interpretive exhibit project planning and design team. Although involved in all aspects of the project development, she provides particular expertise in conceptualizing the project's significance in the context of the American West. Dr. Davidson will provide a thorough review of Ms. Blanchard's final report, and assist the project team in defining and shaping the ultimate exhibit content.

## 6. List resource persons in the project

**Dr. Rob Lonning, Project Director**, is the current Chairperson of the Hailey Historic Preservation Commission (HPC). He has nearly forty years of experience as an educator and has been involved with the HPC since its inception. During his tenure as chair of the HPC three historic buildings in Hailey have been added to the National Register of Historic Places and in 2009 he was co-director of a successful State Historic Records Advisory Board (SHRAB) grant that resulted in the digitization and uploading to the Internet of the historic Martyn Mallory Photographic Collection.

**Tracy Anderson, Hailey Grant Administrator**, will provide grant administration, project support and publicity. Her grant administration experience includes a current roster of 11 grant projects from both federal and state agencies, with a combined project value of nearly \$6 million.



Ms. Anderson has been with the City of Hailey for six years, and has 17 years of experience in marketing and communications for a large multidiscipline consulting engineering firm.

**Evelyn Phillips** is the Project Illustrator. She is experienced in two-dimensional interpretive panel design, and has done a series of these panels along the bike path from Bellevue to Ketchum; the panels focus on historical topics and events that occurred near the locations of the signs. Ms. Phillips is also a map maker.

**Lorna Hazelton** is the Treasurer of the Sawtooth Rangers Riding Club, the entity that has been responsible for the *Days of the Old West Rodeo* since its inception in 1949. She is representing the Rangers in the development of the project, and provides a valuable connection to – and wealth of knowledge about – the Rangers organization and membership.

**Joan Davies and Rachel Wolfe** are Hailey Historic Preservation Commission members who are supporting the project with additional research, concept development and community support.

**The Community Library Association Regional History Department** has agreed to assist with completion of up to six oral histories for the project. The City of Hailey HPC would work with the Community Library to plan and conduct the interviews. The interviews would be transcribed and indexed and would become part of the permanent collection in the Community Library Association Regional History Department. A second copy of all interview materials will be kept in the permanent collection of the Hailey Public Library.

**The Sun Valley Center for the Arts and Humanities** has joined the team as a technical advisor. Founded in 1971, the center has many years of experience in developing exhibit concepts and designs for a multitude of topics, encompassing both the humanities and the arts. Their assistance will be invaluable to the project.

## **7. Describe your intended audience and your publicity plan**

The publicity plan for *Rodeo: A Story of Community* has been designed to reach local and regional audiences, and also the many tourists who frequent the Hailey area throughout the year. These audiences may have a general interest in history or the history of Hailey, or a special interest in the rodeo. Still others may have an interest in a wide range of cultural activities, and would see this exhibit as one of many things to experience when in the area. The intent of *Rodeo: A Story of Community* is to add a significant humanities aspect to the experiences of these various audiences. Whether they come to the rodeo grounds to attend their first or fiftieth rodeo, or to skate in the skateboard park, or to look around on their way to go camping or skiing in the Sawtooths, or simply, for local residents, to stroll and enjoy a summer evening – we hope this site will make people think about the past and the various stories that give a sense of identity to this rural western community.

Specific publicity efforts will include the following:

- An exhibit gala grand opening, open to the public and advertised in the local newspaper and in the City of Hailey newsletter. Email invites to the city's mailing lists. Press



release on grand opening to regional news media, including newspapers, radio and television.

- A special mailing to regional schools encouraging the scheduling of field trips.
- An exhibit brochure that will be available through the city's website, at Hailey City Hall, Blaine County Museum, Hailey Chamber of Commerce, Sun Valley/Ketchum Visitors Bureau and the Twin Falls, Boise and Hailey airports.
- A permanently installed street directional sign indicating title and location of exhibit.

## 8. Explain how you plan to evaluate the project

- Track attendance at the grand opening by having attendees sign a guest book.
- Track the number of students who view the exhibit via school field trips.
- Track general attendance on an ongoing basis by having visitors sign a guest book.
- Track the number of brochures disseminated.
- Provide a feedback card for visitors, asking for their thoughts on the exhibit.

## 9. Describe any materials that will be produced by the project

In addition to the exhibit brochure described in the publicity plan above, Hailey plans to produce bookmarks that will be available to visitors at the exhibit site.

A series of educational programs will be developed.

## 10. Describe any possible controversial issues

Because this project has the rodeo as its centerpiece, it could raise issues about the ethics of the rodeo related to animal cruelty issues. The use of "flank straps" on horses and bulls and electric prods are two examples of practices that have received attention from animal rights groups such as PETA (People for the Ethical Treatment of Animals) and SHARK (SHowing Animals Respect and Kindness). The Professional Rodeo Cowboys Association (PRCA) makes a distinction between the philosophies of "animal welfare" versus "animal rights." According to the PRCA, "animal welfare" means humans have the right to use animals, but along with that right comes the responsibility for humane care and treatment. The "animal rights" movement stems from the philosophy that animals should be viewed as non-human persons and members of the moral community, and should not be used as food, clothing, research subjects, or entertainment (*Animals and Ethics*, Broadview Press, 2003, pp 15ff.). In planning the interpretive exhibits for this project, the animal cruelty issue will be addressed. *Rodeo: A Story of Community* does not intend to glorify or gloss over the potentially problematic issues of the rodeo, but rather to highlight the function of the rodeo in the shaping of a community's identity.



IDAHO HUMANITIES COUNCIL  
BUDGET SUMMARY FORM

Grant Type X Major \_\_\_\_\_ Mini \_\_\_\_\_ Teacher Incentive \_\_\_\_\_ Planning \_\_\_\_\_

Grant Title Rodeo Grounds Historic Site Interpretive Exhibit

Requested Grant Amount \$ 4,900 (round to nearest dollar)

Anticipated Cost Share \$ 164,450 (must be at least equal to IHC Request)

For each line item, enter whole-dollar amounts, rounding any fractions to the nearest dollar.

BUDGET CATEGORIES	IHC GRANT FUNDS	COST-SHARE	TOTAL
1. Salaries & Wages		9,750	9,750
2. Fees & Honoraria			
3. Travel & Per Diem			
4. Supplies & Postage			
5. Promotion		1,600	1,600
6. Facilities & Equipment			
7. Printing & Copying			
8. Other	4,900	153,100	158,000
9. Subtotal of Project Costs	4,900	164,450	169,350
10. Indirect Costs***			
<b>TOTAL PROJECT COSTS</b>	<b>4,900</b>	<b>164,450</b>	<b>169,350</b>

IHC may trim requests and/or attach conditions to any grant it awards, and may choose not to fund indirect costs.

List all other possible sources and amounts of cash income for the project.

**CONFIRMED**

**POTENTIAL**

Source Amount

Source Amount

Idaho State Historical Society / \$2,500

Janice Seagraves Foundation / \$42,000

City of Hailey / \$50,000

Steele-Reese Foundation / \$15,000

Individual Donations / \$50,000

\*\*\*\*\*

**See Budget Narrative Details for More Information**

\*\*\*Indirect Costs: Some organizations might wish to claim indirect costs. Indirect costs are those costs incurred by organizations that are not easily identified as specific to a project. Typical examples are allowances on buildings and equipment, the costs of operating and maintaining facilities, and general (non-project) administration expenses. Indirect costs may be included as cost-share.

Organizations without federally negotiated indirect cost rates are not eligible for support for indirect costs. If an organization has a federally negotiated indirect cost formula, it may request no more than 10% of that amount from IHC. The remaining 90% is to be included in the budget as cost-share. Applicants who wish to claim indirect costs should include in the budget narrative some verification of their formula by an appropriate federal agency. (See budget instructions for more information.)

NOTE: Grantees are required to submit a final report, summarizing all expenditures for the project (both IHC and cost-share). Reporting forms and instructions are sent with approval packets. Grantees are required to keep all supporting documentation for both IHC and cost-share expenditures – bills, sales receipts, cost-share documentation – for at least three years after the date the final report is submitted. In the event of an audit, these records must be made available upon request by IHC's or NEH's auditor.

# Budget Narrative

## 1. Salaries and Wages

Item	Grant Funds Requested	Hailey Match *	In Kind	Total
<b>Salaries and Wages</b>				
Project Manager (Volunteer) Rob Lonning 160 hrs @ \$25/hr	0	0	4,000	4,000
Grant Administrator/Project Support (City Staff) Tracy Anderson / 160 hrs @ \$28/hr	0	4,480	0	4,480
Hailey Street Dept./Install Street Directional Sign 16 hrs @ \$25/hr	0	400	0	400
Project Support (Volunteer) Joan Davies 40 hrs @ \$7.25/hr	0	0	290	290
Project Support (Volunteer) Rachel Wolfe 40 hrs @ \$7.25/hr	0	0	290	290
Project Support (Volunteer) Lorna Hazelton 40 hrs @ \$7.25/hr	0	0	290	290
<i>Subtotals</i>	0	4,880	4,870	9,750

## 2. Fees and Honoraria

None

## 3. Travel and Per Diem

None

## 4. Supplies, Postage, Telephone

None

\* Hailey's match may be funded through a combination of individual donations, private foundation contributions, grants and the city's capital fund.



## 5. Promotion – Printing, Postage, Media Advertising

Item	Grant Funds Requested	Hailey Match *	In Kind	Total
<b>Promotion</b>				
Display Advertisement in Local Paper (Exhibit Opening) \$175 ea. x 2	0	350	0	350
Exhibit Brochure \$1.50 ea. x 500		750	0	750
Bookmarks .25 ea. x 1,000		250	0	250
Street Directional Sign		250	0	250
<i>Subtotals</i>	0	1,600	0	1,600

## 6. Facilities and Equipment

None

## 7. Printing and Copying

None

## 8. Other

Tasks				
Research & Documentation	0	5,000	0	5,000
Oral Histories / 6 @ 25 hours x \$20/hour	0	0	3,000	3,000
Preliminary Design (80%) 768 sq. ft. x \$75/sq. ft.	4,900 <sup>1</sup>	44,100	5,000	54,000
Final Design 768 sq. ft. x \$25/sq. ft.	0	19,200	0	19,200
Fabrication & Installation 768 sq. ft. x \$100/sq. ft.	0	76,800	0	76,800
<i>Subtotals</i>	4,900 <sup>1</sup>	145,100	8,000	158,000

<sup>1</sup> Hailey anticipates contracting with an exhibit design firm once the research phase of the project is complete and the content and available material known. A competitive bid process will be used to select the design firm. The IHC funds requested in this application would be used to pay the design firm.

\* Hailey's match may be funded through a combination of individual donations, private foundation contributions, grants and the city's capital fund.



**9. Subtotal of Project Costs**

None

**10. Indirect Costs**

None

\* *Hailey's match may be funded through a combination of individual donations, private foundation contributions, grants and the city's capital fund.*





**AGENDA ITEM SUMMARY**

**DATE:** 01/05/2011 **DEPARTMENT:** Hailey Arts Commission **DEPT. HEAD SIGNATURE:** \_\_\_\_\_

**SUBJECT:**

Idaho Commission on the Arts  
Entry Track Grant Application

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code 2.32, 3.08  
(IFAPPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

The Hailey Arts Commission has prepared the attached grant application for the Idaho Commission on the Arts Entry Track program. Entry Track grants support public programs in the arts delivered by Idaho's arts organizations and are the entry point through which those organizations new to the ICA can transition to Public Programs in the Arts support.

The amount of Entry Track grant awards is calculated on a formula basis, so at this time the Hailey Arts Commission does not know the amount of the potential grant. However, last year the Hailey Arts Commission received a \$1,165 Entry Track award.

Matching funds are not required under the Entry Track program.

At this time, the Hailey Arts Commission is seeking formal authorization by the city council for Mayor Rick Davis to sign the application.

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:** Caselle # \_\_\_\_\_

Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_  
Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
Staff Contact: \_\_\_\_\_ Phone # \_\_\_\_\_

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IFAPPLICABLE)

___ City Attorney	___ Clerk / Finance Director	___ Engineer	___ Building
___ Library	___ Planning	___ Fire Dept.	_____
___ Safety Committee	___ P & Z Commission	___ Police	_____
___ Streets	___ Public Works, Parks	___ Mayor	_____

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

Motion to approve application and authorize Mayor Rick Davis to sign.

**ADMINISTRATIVE COMMENTS/APPROVAL:**

City Administrator \_\_\_\_\_ Dept. Head Attend Meeting (circle one) Yes No

**ACTION OF THE CITY COUNCIL:**

Date \_\_\_\_\_  
City Clerk \_\_\_\_\_

**FOLLOW-UP:**

\*Ord./Res./Agmt./Order Originals: \_\_\_\_\_ \*Additional/Exceptional Originals to: \_\_\_\_\_  
Copies (all info.): \_\_\_\_\_ Copies  
Instrument # \_\_\_\_\_

# ORGANIZATION APPLICATION FORM 5

All applicants should read the guideline instructions to correctly complete this application. Neatly handwrite or type in 12-point. Fill in all questions and fields. Answer required narrative questions and complete the checklist.

**Applicant/Organization** (official IRS name) City of Hailey

Contact Name and Title Tracy Anderson, Public Art Coordinator

Street Address 115 Main St. S, Suite H P.O. Box \_\_\_\_\_

City Hailey State ID Zip 83333 County Blaine

Phone Day (208) 788-4221, ext. 26 Evening \_\_\_\_\_ Cell \_\_\_\_\_

Fax (208) 788-2924 E-mail tracy.anderson@haileycityhall.org Web site www.haileycityhall.org

This is a new address or  phone number.  Applicant is acting as a Fiscal Agent (see page 6)

Applicant is applying in the area of  Visual Arts  Performing Arts  Literature  Media Arts

Local Arts Council  Other \_\_\_\_\_

## GRANT PROGRAM (Check the appropriate box below)

Public Programs in the Arts (PPA)  Entry Track

QuickFund\$ QuickProject  QuickFund\$ Technical Assistance

Amount requested \$ \_\_\_\_\_

Period of support requested ..... Start Date 07/01/11 End Date 06/30/12

(QuickFund\$ Projects cannot begin until 3 weeks after deadline.)

Public Art & Cultural Facilities

Public Art

Capital Expenditure

Feasibility Study

Renovation/Construction

◆ U.S. Congressional District  OR District  2

◆ Idaho State Legislative District 25

Is yours a nonprofit organization?  no  yes (include IRS tax determination)

Number of years doing business in Idaho 106 Federal Tax ID# 82-6000201 (required)

If applicable, write a short summary of this project in the space below.

## Budget Summary

Fiscal Year Start Date 10/01/10 Fiscal Year End Date 09/30/11

Annual Operating Budget of Organization \$ 13,613,736

QuickFund\$, Public Art & Cultural Facilities applicants include: Total Project Revenues \$ 0

Total Project Expenses \$ 0

If you have received a grant, did you submit the required final report?  yes  no

*Authorizing Signatures* - I certify that the information contained in this application, including attachments and support materials, is true and correct to the best of my knowledge. I have read and agree to comply with the *Legal Requirements* of accepting this grant.

Tracy Anderson, Public Art Coordinator

January 25, 2011

Authorized Staff/Project Coordinator

Date

Becky Stokes, Treasurer

January 25, 2011

Financial Officer

Date

Rick Davis, Mayor

January 25, 2011

Authorizing Official (person able to legally obligate the applicant)

Date

# PPA/ENTRY TRACK BUDGET FORM 5-A

Neatly handwrite or type. Fill in all questions and fields. Round to nearest dollar.

Organization: City of Hailey Federal Tax ID# 82-6000201

Your fiscal year begins 10/01/10 and ends 09/30/11

Do not include income or expenses that are part of your organization's capital budget. Expenses for the past fiscal year should be actual costs, supported by financial statements. When income and expenses vary more than 25% in specific line items from one year to the next, include one additional page referencing the categories and explaining the increase or decrease.

## INCOME

Past Fiscal Year (actual)	Past Fiscal Year (actual)	Last Completed Fiscal Year (actual)	Current Fiscal Year (budgeted)
---------------------------	---------------------------	-------------------------------------	--------------------------------

### EARNED

Admissions			
Contracted Services			
Other			

### CONTRIBUTED

Corporate		2,200	5,000
Individual		900	5,000
Government Support - Federal			
Government Support - State (include ICA funds)		1,900	
Government Support - Local (county, city, etc.)		93,057.14	68,260
Foundation Support			
Cash			
<b>TOTAL CASH INCOME</b>	<b>\$5,143</b>	<b>\$14,792</b>	<b>\$98,057.14</b>

Do not include income or expenses that are part of your capital budget. Expenses for the past fiscal year should be actual costs, supported by financial statements.

TOTAL IN-KIND CONTRIBUTIONS (Complete Supplement A, page 41) \$ 2,289.60

## EXPENSES

Past Fiscal Year (actual)	Past Fiscal Year (actual)	Last Completed Fiscal Year (actual)	Current Fiscal Year (budgeted)
---------------------------	---------------------------	-------------------------------------	--------------------------------

Personnel (include salary and benefits)		5,592.40	10,000
Outside Fees and Services		23,974.12	91,550
Production			
Space/Facilities			
Travel			
Marketing/Promotion		263.07	1,315
Other Expenses		73.76	435
<b>TOTAL EXPENSES</b>	<b>\$0</b>	<b>\$31,613.19</b>	<b>\$103,300</b>

If applicable, complete information below:

Cash Reserves \$ 45,451.23 Capital Campaign Overall Goal \$ \_\_\_\_\_  
 Endowment Campaign Goal \$ \_\_\_\_\_ Capital Expenditures & Acquisitions \$ \_\_\_\_\_

# IN-KIND CONTRIBUTIONS – SUPPLEMENT A

Read the guideline instructions to correctly complete this form. Fill in all questions and fields. Round to nearest dollar.

Organization City of Hailey Federal Tax ID #82-6000201

Check grant category below to which you are applying:

QuickFund\$     Cultural Facilities     PPA     Entry Track     Arts Education

In-Kind contributions are goods and services, donated by individuals and organizations other than the applicant, that can be given a cash value. They directly benefit the proposed activity, demonstrate community support, and must correspond with project expenses. They do not include staff salary and benefits that are part of day-to-day operations.

Donated materials should be calculated at fair market value. Include only donated items that are directly involved in the project described in this application. Do not include items or services unrelated to the project.

DONATED ITEMS or SERVICES	CONTRIBUTOR	CASH VALUE
Total Outside Fees and Services		
Artistic (guest artists, other)	_____	\$ _____
Volunteers (technical, admin, other)	_____	\$ _____
Arts Commissioner 12 mo. X 4 hr/mo @ \$7.95 hr	<u>Seat #1</u>	<u>\$381.60</u>
Arts Commissioner 12 mo. X 4 hr/mo @ \$7.95 hr	<u>Seats #2</u>	<u>\$381.60</u>
Arts Commissioner 12 mo. X 4 hr/mo @ \$7.95 hr	<u>Seats #3</u>	<u>\$381.60</u>
Arts Commissioner 12 mo. X 4 hr/mo @ \$7.95 hr	<u>Seats #4</u>	<u>\$381.60</u>
Arts Commissioner 12 mo. X 4 hr/mo @ \$7.95 hr	<u>Seats #5</u>	<u>\$381.60</u>
Arts Commissioner 12 mo. X 4 hr/mo @ \$7.95 hr	<u>Seats #6</u>	<u>\$381.60</u>
Space/Facilities Rental	_____	\$ _____
Travel	_____	\$ _____
Marketing/Promotion	_____	\$ _____
Capital Donations* (itemize)	_____	\$ _____
Operating Expenses* (itemize)	_____	\$ _____

\* See definitions of Capital Expenditures and Operating Expenses on page 60.

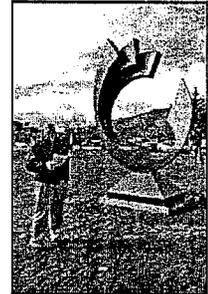
TOTAL IN-KIND CONTRIBUTIONS: \$2,289.60

## Narrative

### 1. Provide an overview of the organization, including its mission statement and a brief history. Be sure to articulate its artistic vision.

The mission of the Hailey Arts Commission (HAC) is to enhance the culture of the Hailey community by providing leadership, advocacy and support of the arts. Since its inception in April 2006, the HAC has been focused on making art a part of everyday life in Hailey. The seven-member volunteer commission has made significant progress towards realizing this vision. In fewer than five years, the HAC has, among other things:

- Established July as *A Month of Art* in Hailey (the program has completed its third year). The Hailey Arts Commission and project partners coordinate a number of activities to celebrate *A Month of Art*, including art displayed up and down Main Street and a *Night of Music*, with live, free music at more than a dozen venues. In 2010, the commission added *A Day of Chalk* to the activities, a sidewalk chalk art program directed towards youth.
- Established a *Percent for Public Art* program with one project completed and two underway. *Timeless Portal* (photo top right) by artist Mark Stasz was dedicated in November 2010 (the first project under the program). Five artists are currently under contract to create \$70,000 of artwork for the new Hailey Rodeo Park, a venue that includes a new multi-use arena, covered ice skating facility, expanded skateboard park and a new visitor/interpretive center. And in December 2010, the commission released a Call for Artists that will result in the selection of up to three artists to design, fabricate and install nine one-of-a-kind bike racks at transit stops along Woodside Boulevard. This last public art project has a budget of \$45,000.
- Established *Public Art Guidelines* that cover all aspects of administering and managing Hailey's *Percent for Public Art* program.
- Secured funding for four temporary public art projects through two grants with the U.S. EPA. As part of the city's efforts to reduce the use of plastic bags, these temporary pieces are required to be made primarily of used plastic bags. The pieces are displayed during *A Month of Art*. *In the Beginning There Was No Plastic* by artist Shelia Kelly (photo middle right) was on display in July 2010. Three additional pieces will be created for display in July 2011, 2012 and 2013 by artists to be selected each of those years.
- Supported implementation of a new mural on private property downtown. *Swords into Plowshares* by artist Tom Teitge (photo bottom right) has been extremely well received by the community, many of whom have expressed that they want murals all over town.
- Launched a Hailey Arts Commission website ([www.haileycityhall.org/ArtsCommission/index.asp](http://www.haileycityhall.org/ArtsCommission/index.asp)), which includes an artist registry. The commission now routinely handles requests from other organizations to distribute information to the artist registry.
- Secured an additional \$8,000 from the Hailey City Council for the J.C. Fox Building mural. The commission plans to release a Call for Artists in the 4<sup>th</sup> quarter of 2011.
- Continues work on a mural ordinance to encourage the creation of additional murals on private non-residential buildings. The commission plans to bring the ordinance before the Hailey City Council in the spring of 2011.



The HAC works closely with one City of Hailey staff who is assigned part-time as the city's Public Art Coordinator. This organization provides an important link between the HAC and city planning, grant writing, budgeting and reporting functions.

**2. Briefly describe the board and staff responsibilities and the level of volunteer involvement in the last completed fiscal year.**

The HAC exists to serve the public interest and has the power to make recommendations, upon a majority vote of its attending members, to the City Council, the Hailey Planning & Zoning Commission, the Hailey Historic Preservation Commission, the Hailey Parks & Lands Board, the Hailey Public Library Board or others. The HAC is responsible for planning and prioritizing Hailey arts programs and services, and provides hands-on volunteer support for these programs and services.

The Public Art Coordinator (city staff) is responsible for public art planning and development, public art project management, tracking capital projects and percent for art funds, coordination with city departments, the HAC website, grant writing, and general HAC coordination and support.

In the last fiscal year (10/01/09 to 09/30/10) the HAC, a completely voluntary commission, donated approximately 200 hours of time to HAC activities. In addition, numerous volunteers in the community have provided significant assistance with commission activities, from *A Month of Art*, *A Night of Music* and *A Day of Chalk* to serving on artist selection panels for *Timeless Portal*, *In the Beginning There Was No Plastic* and the Hailey Rodeo Park public art.

**3. Summarize organization's planning process (marketing, audience develop., long-range, etc.).**

City of Hailey administration requires all boards and commissions to prepare an annual plan in February/March of each year. The budgeting process begins in April with final budget adoption occurring in August of each year. The HAC prepares an annual plan and submits a budget request for general operational purposes (training, brochures, discretionary, etc.). In addition to the annual plan, the HAC has identified ongoing projects (both public art and other efforts) that are reviewed at monthly HAC meetings. At least quarterly – or when significant financial shifts occur – the Public Art Coordinator gives a financial update at the HAC monthly meeting. Public art project budgets are prepared by the Public Art Coordinator and the HAC, and are reviewed and approved by the Hailey City Council on a case-by-case basis.

This year, the commission plans to create a Public Art Master Plan. With the significant increase in public art funding and the high interest in this program both for its inherent cultural value and its potential as an economic driver, the commission feels the time is right to create this plan.

Marketing and audience development efforts are integrated into HAC programs. For *A Month of Art* and *A Night of Music*, the HAC produced a poster, which was hung at all retail businesses in Hailey and other businesses throughout the Wood River Valley. Additional publicity included press releases, articles in the city's monthly newsletter, several weeks of radio PSAs and live interviews, and announcements on the HAC website. Please see the support materials for samples.

In the *Percent for Public Art* program, the HAC connects with its audience via articles in the city's monthly newsletter, advertisements, press releases, announcements on the city's website and dedication celebrations to which the public is invited. In addition, in cases where finalists are selected to prepare design proposals, the HAC hosts an open house to which the public is invited to meet the artists and view the proposed art designs. Please see the support materials for samples.

**4. Describe the arts programs and services produced in its last completed fiscal year and how it ensured excellence in creation and presentation.**

In the last year, the HAC primarily focused its efforts in two areas: 1) *A Month of Art*, *A Night of Music* and *A Day of Chalk*, and 2) the *Percent for Public Art* program.



**A MONTH OF ART / A NIGHT OF MUSIC / A DAY OF CHALK:** In 2010, the HAC partnered with the Hailey Chamber of Commerce and Fiddleleaf Productions to bring this program to area residents and tourists. The program is a month-long celebration of the arts, and includes art and sculpture displayed throughout the business district in both interior and exterior locations. *A Night of Music* brings live, free music to more than a dozen downtown venues one night in July. New this year was *A Day of Chalk*, a pilot project which took place on Hailey's downtown sidewalks and encouraged youth and parents to create an art square for a nominal fee. This pilot project went well, and merits further development by the HAC. Please refer to the support materials for a list of musicians and photos from *A Night of Music*.

To raise the bar of excellence for this important program, in its FYE 2011 budget, the HAC requested and received partial funding to issue two Requests for Proposal: one for a producer for *A Night of Music* and one for implementation of a professional selection process to place art and sculpture downtown. This procurement process is in progress, with selection of producers scheduled to occur in February/March. The Requests for Proposal will include criteria to which the producers must adhere to assure the highest level of artistic quality. The HAC will augment this part of its budget with last year's Entry Track grant award. In addition, to assure artistic quality as *A Day of Chalk* is further developed, the HAC will involve professional artists in both the selection process and execution of work.

*A Month of Art*, *A Night of Music* and *A Day of Chalk* are intentionally scheduled for July because it sees the highest level of resident and tourist activity, with many events being arts events. This scheduling assures the best exposure for the program, and aids economic development efforts in the area.

**PERCENT FOR PUBLIC ART PROGRAM:** The last fiscal year has seen an explosion of the public art program in Hailey. *Timeless Portal* by artist Mark Stasz began with a Call for Artists in January 2010 and culminated with a dedication of the artwork in November 2010. *In the Beginning There Was No Plastic* by artist Shelia Kelly began with a Call for Artists in February 2010, with the sculpture installed for *A Month of Art* in July 2010. The Hailey Rodeo Park public art elements began with a Call for Artists in June 2010, with five artists selected to receive commissions in July 2010. Ellen Nasvik, Tom Teitge, Troy Passey, Bill Amaya and Marie Stewart are the selected artists. This project will be ongoing through 2011. All three of these public art projects are presented in the work samples accompanying this application.

To assure excellence in these public art projects, artist workshops were conducted to assist the arts community with understanding how to apply for a public art project. Each of these public art projects used Hailey's established public art processes for artist selection. Selection panels composed of diverse representation reviewed all applications and selected the artists. Selection panel meetings were facilitated by Hailey's Public Art Coordinator. The Public Art Coordinator routinely meets with the artists throughout design, fabrication and installation to assure a quality outcome.

In December 2010, the HAC released a Call for Artists that will result in the selection of up to three artists to design, fabricate and install nine one-of-a-kind bike racks at transit stops along Woodside Boulevard. This project will follow the same public art process, with an artist workshop and a selection panel to review applications and select the artists.

**5. Provide information that addresses the evaluation strategies used to indicate programs are effective.**

All commissioners act as conduits between the audience and the HAC, routinely providing feedback on HAC programs and services. Since Hailey is a relatively small town, commissioners are well known and involved in the community, and are approached often by community members. The feedback gained through community interaction is brought forth during monthly commission meetings, and is formally placed on the HAC meeting agenda in the month or two following an event. Feedback is then



documented in meeting minutes for consideration of program changes and improvements. For example, feedback received last year by a commissioner indicated audience desire to add a children's component to *A Month of Art*, which led to the addition of *A Day of Chalk* to the July 2010 activities.

The HAC's *Arts and Culture Community Survey* was conducted in the spring and summer of 2007. This survey was intended to elicit feedback from the community on the arts in order to effectively target programs and services to the HAC's audience. *A Month of Art* and *A Night of Music* are programs that strongly correlate with survey results. For example, 76% of respondents said they attend arts events for entertainment, cultural awareness and education. 31% attended music concerts and 27% attended arts exhibits. And 42% said they prefer to use their entertainment dollars on live music and outdoor art festivals or other outdoor events.

The HAC also routinely solicits feedback from city staff and elected officials. The City Administrator is the staff liaison at the regular monthly meetings.

**6. Highlight financial strategies used in the last completed fiscal year. Provide explanations about financial information, such as significant changes in amounts, deficits, multi-year grants, etc.**

The HAC's operational budget last year was just \$2,300 (up from \$1,000 in the previous fiscal year). Well more than half of that funding went to artist fees, production costs and promotion for *A Month of Art* and *A Night of Music*. About \$500 was used for a public art training session for commissioners, staff and the public with Karen Bubb, the Boise City Public Art Manager: Due to the success of the Arts Commission's work, in the FYE 2011 budget, the commission requested and received a \$3,635 operational budget, as well as \$8,000 to bring the J.C. Fox Building mural project to a 100% budget and \$1,500 of additional funding for *Timeless Portal*. Needless to say, Hailey Mayor Rick Davis and the Hailey City Council recognize the value of the arts to our community and our economy and have shown extraordinary support for the commission's work.

The HAC has seen an enormous increase in the amount of funding available in the *Percent for Public Art* program, and has worked with the Hailey City Treasurer to develop detailed financial tracking for those funds. From 2010 to the end of 2012, and calculating only the funds currently obligated, Hailey will have pumped nearly \$135,000 into public art projects in the city – and that does not include staff time. In addition, Hailey has allocated the appropriate funds for conservation and maintenance, with approximately \$30,000 in this fund.

The capital projects associated with this public art funding have come very near to depleting the city's capital fund. What this means is unless a replenishing revenue source comes online, few additional new capital projects will be undertaken in the near term. This could affect the level of future public art funding. For this reason, the HAC will continue to pursue grant opportunities and to build relationships with donors as additional sources of arts funding.

**7. Describe the community served and explain community involvement, including any initiatives, partnerships, or collaborations conducted in the last completed fiscal year.**

The HAC's primary focus is on the community of Hailey, though the reach of programs and services is throughout Blaine County (especially the cities of Hailey, Sun Valley, Ketchum, Bellevue and in-between county areas). The HAC has drawn from the countywide artist pool for all public art projects and *A Month of Art* and *A Night of Music*. While Hailey is largely a family town, it is influenced and impacted by the predominant tourist economy of Sun Valley/Ketchum, which has a strong arts culture of its own. Hailey is the county seat, and has six schools, including the only public high school in the Wood River Valley. Other schools are two elementary schools, one middle school, one alternative high school and one private high school. Hailey's Hispanic/Latino population is about 15%. The HAC



assures that *A Month of Art* and *A Night of Music* features artists that appeal to the full range of demographics here.

Hailey has an active and robust business community, and one of the strongest partnering activities of the HAC has been with the Hailey Chamber of Commerce and business community during *A Month of Art* and *A Night of Music*. HAC recognizes the business community is vital to successful arts programming in Hailey.

The HAC continues to build relationships with other arts organizations, such as the Wood River Arts Alliance and the Sun Valley Center for the Arts. The HAC has a strong relationship with the Hailey Chamber of Commerce, and continues to foster understanding and support of the arts with private businesses, architects and developers.

In 2010, the HAC partnered with the Sun Valley Center for the Arts for *Timber!* (July 1 – September 10), in which Idaho photographers, illustrators, painters and printmakers were invited to present their interpretations of the trees that inhabit the landscape, community and neighborhoods. The opening served to launch *A Month of Art*, and served to complement *Beam, Board, Breath: An Investigation of Trees*, that was the concurrent exhibition at the Center's Ketchum location. The HAC and SVCA will continue their collaboration in 2011, and are exploring new ways of working together.

**8. Explain how new, nontraditional, and underserved audiences were reached.**

Because the HAC is a young organization, the majority of audiences can be considered new. Even artists have, in some ways, been an audience, particularly in gaining exposure and knowledge about public art. Hailey has reached diverse audiences in a number of ways. 1) *A Month of Art* and *A Night of Music* offer diverse choices of art and music, and were publicized with posters, press releases, newsletter articles and announcements on the HAC website. HAC estimates 15,000 people of all ages and backgrounds participated in these programs during the first three years. 2) A Day of Chalk was added to the July 2010 activities as a program targeted towards youth. 3) The HAC website reaches out to artists and arts supporters, providing an artist registry and information about the HAC's programs and services.

**9. Describe the accessibility of programs/services provided to the community, including compliance with ADA and Section 504 (accommodations for people with disabilities).**

For planned public art projects, both ADA and Section 504 requirements are included in the Call to Artists, considered during the artist selection process, and incorporated into the art design as necessary. Hailey's downtown – which is the primary location for *A Month of Art*, *A Night of Music* and *A Day of Chalk* – is designed for ADA access, with curb cuts at all intersections and wide sidewalks which must be maintained with a clear six-foot lane for pedestrian access at all times.

**10. Provide a narrative description of how these funds will be used.**

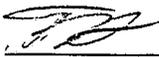
Last year, Hailey was awarded its first Entry Track grant funding. That funding is allocated to *A Month of Art* and *A Night of Music* to assure quality and appropriate artist fees. Hailey anticipates using the funding requested in this Entry Track application in the same manner. Since it is difficult to know the exact amount of any potential Entry Track award, Hailey may also use awarded funds for the following priorities:

- Professional Public Art Walking Tour Guide
- Public Art Master Plan





AGENDA ITEM SUMMARY

DATE: 1/10/11 DEPARTMENT: Engr DEPT. HEAD SIGNATURE: 

**SUBJECT:** Motion to approve Resolution 2011-01 and preliminary draft of LHTAC Grant Application for funds to complete North River Street reconstruction, from Galena Street north to Myrtle Street, and authorize the mayor to sign and submit final application within the week following this approval

**AUTHORITY:**  ID Code \_\_\_\_\_  IAR \_\_\_\_\_  City Ordinance/Code \_\_\_\_\_  
(IF APPLICABLE)

**BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:**

This project would be in the 2013 – 2014 timeframe and would continue the Downtown Strategy priority of improving River Street. The project is based on the citizen participation and the preliminary design for the ICDBG application for Croy St – Galena St. The information presented here is preliminary and items such as the letters of support will be added before final submittal. Resolution 2011-1 is included in the application material.

**FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:** Caselle # \_\_\_\_\_  
Budget Line Item # \_\_\_\_\_ YTD Line Item Balance \$ \_\_\_\_\_  
Estimated Hours Spent to Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_  
Staff Contact: Tom Hellen \_\_\_\_\_ Phone # 788-9830 Ext 14  
Comments:

**ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:** (IF APPLICABLE)  
\_\_\_\_ City Attorney      \_\_\_\_ Clerk / Finance Director      \_\_\_\_ Engineer      \_\_\_\_ Building  
\_\_\_\_ Library      \_\_\_\_ Planning      \_\_\_\_ Fire Dept.      \_\_\_\_\_  
\_\_\_\_ Safety Committee      \_\_\_\_ P & Z Commission      \_\_\_\_ Police      \_\_\_\_\_  
\_\_\_\_ Streets      \_\_\_\_ Public Works, Parks      \_\_\_\_ Mayor      \_\_\_\_\_

**RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:**

**ADMINISTRATIVE COMMENTS/APPROVAL:**

City Administrator \_\_\_\_\_ Dept. Head Attend Meeting (circle one) Yes No

**ACTION OF THE CITY COUNCIL:**

Date \_\_\_\_\_

City Clerk \_\_\_\_\_

## Local Federal-aid Incentive Program

### Application checklist:

- Is the roadway officially classified as a Collector or Arterial on the County Functional Classification Map? (*Note: Your project will not qualify for federal funds without being a Collector or Arterial. This Collector or Arterial roadway must be outside an Urban Area to qualify for STP-Rural Funds.*)

### Have you included:

- Project description,
- Local Federal-Aid Project Request (ITD Form 2435),
- Preliminary Cost Estimate (ITD-1150),
- LHTAC Project Identification Form - signed,
- LHTAC Project Rating Criteria,
- Location Map,
- Letters of Support, and
- The Resolution, signed by the proper authority.

All these items must be included, or the application will be considered incomplete and rejected.

### A good idea:

Members of the LHTAC Staff and Council review your application, so please make sure the application is well organized and clear. Check the vicinity map to see if it clearly shows the project location. (Have someone unfamiliar with the project review the application)

## ----- IMPORTANT DEADLINE DATES -----

- 1) Submit application to ITD District Planner for review and signature by January 14, 2011.
- 2) Submit application (include 14 copies) to LHTAC by January 28, 2011, 5:00 p.m. (mst). (*Note: The applicant must submit the application to LHTAC; the ITD District office will not make this submittal.*)



**CITY OF HAILEY  
RESOLUTION 2011-1**

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, SUPPORTING THE PROJECT GRANT APPLICATION FOR THE CONSTRUCTION OF RIVER STREET REVITALIZATION PHASE II.**

**WHEREAS**, the Hailey City Council seeks to revitalize River Street to enhance motorized and non-motorized traffic and pedestrian amenities;

**WHEREAS**, the Hailey City Council seeks to revitalize River Street to enhance commercial opportunities with improvements to the City infrastructure for traffic and pedestrian amenities;

**WHEREAS**, the Hailey City Council has received and reviewed the attached Grant Application to the Local Highway Technical Assistance Council (LHTAC) for a project estimated to cost \$1,066,000 requiring a contribution of \$78,244.40 of City of Hailey funds;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Hailey to approve the Grant Application, authorize the Mayor to sign and submit to LHTAC for prioritization.

**THIS RESOLUTION** is adopted by the Mayor and Hailey City Council and is in full force and effect upon its adoption this 10<sup>th</sup> day of January, 2011.

\_\_\_\_\_  
Richard L. Davis, Mayor

ATTEST:

\_\_\_\_\_  
Mary Cone, City Clerk

## **Project Narrative**

# **STP Urban Funding Request for City of Hailey, River Street Revitalization Phase II**

## Project Narrative

The City of Hailey is respectfully submitting an STP Urban Funding request for the River Street Revitalization Project Phase II, located within the City of Hailey, Blaine County, Idaho. River Street is an underdeveloped business district in the downtown core lacking basic pedestrian facilities: sidewalks, drainage, parking places, bike lanes and lighting. Hailey greatly needs safe and pleasing facilities for its citizens and visitors to enjoy. River Street serves many local business and key special event gathering places enjoyed by both tourists and residents.

Hailey's Downtown Strategy and Citizen Satisfaction Survey results show that revitalizing River Street is the number one priority for infrastructure improvements. This application for STP Urban funding will eliminate deteriorating pavement conditions and insufficient infrastructure on three blocks of downtown River Street, benefiting the entire population of 8,253 residents and many tourists. With more than 2 million annual visitor days in Blaine County, the proposed improvements will draw more tourists from this pool to visit and enjoy the city.

Currently, River Street has deteriorating asphalt, insufficient parking, no lighting, and very limited pedestrian infrastructure. In the recent past the City has acquired right of way and constructed a component of River Street that created connectivity between the Business Districts to the north and to the south along this important collector street. This connection has relieved traffic pressures elsewhere in the City, but is now a contributing factor to the growth and demand on this segment. As one of the prime business areas within the city, additional growth is expected to contribute to the demand. As vehicular volumes and local businesses increase along this collector segment pedestrian demand also increases. With the inadequate pedestrian facilities currently, conflicts between vehicles and pedestrians are expected to increase in frequency and magnitude.

The city has already concluded a public involvement process for the community's desired design. This process was part of the Phase I revitalization, which is for an adjacent three block segment. This segment has been submitted for funding through an Idaho Community Development Block Grant in November 2010.

The proposed project is approximately 1200 linear feet and will reconstruct three blocks of an existing roadway. Reconstruction efforts will involve removal of the currently deteriorating asphalt roadway and construction of a new roadway as depicted in the attached typical section. This new roadway will include an improved travel surface and storm drainage, increased parking, street lighting, enhanced pedestrian circulation and amenities, and low impact landscaping. There are no significant environmental issues in this existing roadway corridor.

The city is eager to advance the improvements of this significant collector street, and respectfully requests STP Urban funding support.

# Local Federal-Aid Project Request



**Instructions**

1. Under Character of Proposed Work, mark appropriate boxes when work includes Bridge Approaches in addition to a Bridge.
2. Attach a Vicinity Map showing the extent of the project limits.
3. Attach an ITD 1150, Project Cost Summary Sheet.
4. Signature of an appropriate local official is the only kind recognized.

Note: In Applying for a Federal-Aid Project, You are Agreeing to Follow all of the Federal Requirements Which Can Add Substantial Time and Costs to the Development of the Project.

Sponsor (City, County, Highway District, State/Federal Agency) City of Hailey			Date 12/31/2010
Project Title (Name of Street or Road) River Street Revitalization Phase II	F.A. Route Number	Project Length 1200 feet	Bridge Length

Project Limits (Local Landmarks at Each End of the Project)  
Intersection of River/Galena Streets to River/Myrtle Streets

Character of Proposed Work (Mark Appropriate Items)

<input checked="" type="checkbox"/> Excavation	<input checked="" type="checkbox"/> Bicycle Facilities	<input checked="" type="checkbox"/> Utilities	<input checked="" type="checkbox"/> Sidewalk
<input checked="" type="checkbox"/> Drainage	<input checked="" type="checkbox"/> Traffic Control	<input checked="" type="checkbox"/> Landscaping	<input type="checkbox"/> Seal Coat
<input checked="" type="checkbox"/> Base	<input type="checkbox"/> Bridge(s)	<input type="checkbox"/> Guardrail	<input type="checkbox"/>
<input checked="" type="checkbox"/> Bit. Surface	<input checked="" type="checkbox"/> Curb & Gutter	<input checked="" type="checkbox"/> Lighting	

Estimated Costs (Attach ITD 1150, Project Cost Summary Sheet)

Preliminary Engineering (ITD 1150, Line 1)	\$ 113,000
Right-of-Way (ITD 1150, Line 2)	\$ 0
Construction (ITD 1150, Line 18)	\$ 953,000

Preliminary Engineering By:  Sponsor Forces  Consultant

Checklist (Provide Names, Locations, and Type of Facilities)

Railroad Crossing	None
Within 2 miles of an Airport	Friedman Memorial Airport, City of Hailey
Parks (City, County, State or Federal)	None
Environmentally Sensitive Areas	None
Federal Lands (Indian, BLM, etc.)	None
Historical Sites	None
Schools	None
Other	NA

Additional Right-of-Way Required:  None  Minor (1-3 Parcels)  Extensive (4 or More Parcels)

Will any Person or Business be Displaced:  Yes  No  Possibly

Standards	Existing	Proposed	Standards	Existing	Proposed
Number of Lanes	2	2+	Roadway Width (Shoulder to Shoulder)	24 ft	52 ft
Pavement Type	asphalt	asphalt	Right-of-Way Width	100 ft	100 ft

Sponsor's Signature	Title
---------------------	-------

**Additional Information to be Furnished by the District**

Functional Classification	Terrain Type	20	ADT/DHV
---------------------------	--------------	----	---------

# Project Cost Summary Sheet



Round Estimates to Nearest \$1,000

Key Number	Project Number	Date 12/31/2010
Location River Street Revitalization Phase II		District 4
Segment Code	Begin Mile Post	End Mile Post
		Length in Miles 0.23

	Previous ITD 1150	Initial or Revise To
1. Preliminary Engineering		\$113,000
2. Right-of-Way: Number of Parcels                      Number of Relocations		\$0
3. Utility Adjustments: <input checked="" type="checkbox"/> Work <input checked="" type="checkbox"/> Materials <input checked="" type="checkbox"/> By State <input checked="" type="checkbox"/> By Others		\$78,000
4. Earthwork		\$103,000
5. Drainage and Minor Structures		\$57,000
6. Pavement and Base		\$184,000
7. Railroad Crossing:		\$0
Grade/Separation Structure _____		
At-Grade Signals <input type="checkbox"/> Yes <input type="checkbox"/> No		
8. Bridges/Grade Separation Structures:		
<input type="checkbox"/> New Structure		\$0
Location _____		
Length/Width _____		
<input type="checkbox"/> Repair/Widening/Rehabilitation		\$0
Location _____		
Length/Width _____		
9. Traffic Items (Delineators, Signing, Channelization, Lighting, and Signals)		\$8,000
10. Construction Traffic Control (Sign, Pavement Markings, Flagging, and Traffic Separation)		\$5,000
11. Detours		\$0
12. Landscaping		\$39,000
13. Mitigation Measures		\$0
14. Other Items (Roadside Development, Guardrail, Fencing, Sidewalks, Curb and Gutter, C.S.S. Items)		\$280,000
15. Cost of Constructions (Items 3 through 14)		\$754,000
16. Mobilization 10 % of Item 15		\$75,000
17. Construction Engineer and Contingencies 15 % of Items 15 and 16		\$124,000
18. Total Construction Cost (15 + 16 + 17)		\$953,000
19. Total Project Cost ( 1 + 2 + 18)		\$1,066,000
20. Project Cost Per Mile		\$4,635,000
Prepared By:		



**LOCAL FEDERAL-AID INCENTIVE PROGRAM  
 PROJECT IDENTIFICATION FORM**

\* Project Title: River Street Revitalization Phase II

\* Requested Construction Date: 2013 Entity's Priority: 2 of 34

**\* 1. GENERAL INFORMATION: (Name of requesting or sponsoring entity)**

City, County or Highway District: City of Hailey  
 Contact Person: Tom Hellen, Hailey City Engineer  
 Phone #: (208) 788-4221 Ext. 14  
 Address: 115 Main Street South, Suite H, Hailey ID 83333

**\* 2. PROJECT TYPE: (Check all that applies)**

- Roadway reconstruction or rehabilitation
- Safety improvements
- Bridge - span over 20'
- Railroad crossing
- Planning
- Other

**3. FUNCTIONAL CLASSIFICATION OF ROAD/HIGHWAY: (Check all that apply.)**

- Urban arterial
- Urban collector
- Rural major collector
- Minor collector

**\* 4. REQUESTED PROJECT CATEGORY:**

- New construction - Paving, Bridge, Railroad Crossing.
- Upgrade existing facility (add lanes, add shoulders, improve geometric factors)
- Pavement surface improvements (overlay, seal coat\*)
- Transportation Planning

**NOTE: Chip seals are eligible — see the instruction for restrictions!**

**5. PROJECT DESCRIPTION:**

A. Route # \_\_\_\_\_, STC # (Surface Transportation Collector) 8030  
 and/or Street Name: River Street, Hailey

**\* Required information for a Transportation Planning project.**



LHTAC PROJECT IDENTIFICATION FORM

PROJECT TITLE: River Street Revitalization Phase II

PROJECT SPONSOR: City of Hailey

- B. Project Termini: Intersection of River/Galena to River/Myrtle  
 Beginning/Ending Mileposts: NA  
 Project Length: 1200 linear feet
- \* C. Short description of project (Attach an 8-1/2" x 11" vicinity map):  
Reconstruction of River Street between Galena Street and Myrtle Street, including new curbs, gutter, sidewalk, storm drain, and lighting
- \* D. List of Participants in your multi jurisdictional transportation planning group:  
See attached
- \* E. Justification: Hailey's Downtown Strategy and Citizens Satisfaction Survey lists revitalizing River Street as it's number one infrastructure priority; this goal is supported by the Transportation Master Plan, and will contribute greatly to the safety of residents.

6. TECHNICAL INFORMATION: (Complete form ITD-2435).

Horizontal alignment changes anticipated?  Yes  No  Unknown  
 Vertical alignment changes anticipated?  Yes  No  Unknown

Existing Pavement Condition Information: (visual inspection)

rutting  potholes  drop-offs  broken edges  
 poor striping  cracking  shoving  other No ADA access  
 Pavement age? 18+ years

Traffic and Crash Information:

Current	1	Date: 2007	Projected (20 years)	7
---------	---	------------	----------------------	---

AADT	<u>8100 (Estimated)</u>	AADT	<u>11000</u> / <u>2030</u>
DHV	<u>810 (Estimated)</u>	DHV	<u>1100 (Estimated)</u>
LOS	<u>NA</u>	LOS	<u>NA</u>
% TK	<u>Estimated at 2%</u>	% TK	<u>Estimated at 4%</u>

Total number of crashes (property damage/injuries/fatalities) over a 3 year period: 1

Bridge Information: (Complete if a bridge is included in the project.)

- A. Name of crossing, i.e., over what roadway or waterway does the structure cross?  
 \_\_\_\_\_
- B. Existing bridge #: \_\_\_\_\_
- C. Sufficiency rating: \_\_\_\_\_
- D. Is the bridge on the LHTAC prioritization list?  Yes  No

\* Required information for a Transportation Planning project.

Possible relationship to other projects:



2

LHTAC PROJECT IDENTIFICATION FORM

PROJECT TITLE: River Street Revitalization Phase II

PROJECT SPONSOR: City of Hailey

Phased:  Yes (If yes, indicate the name and year/s of the related project: River Street ICDBG / 2011 )  
 No Project Year

Stand alone:  Yes  No

\* 7. PRELIMINARY COST ESTIMATE: (Include ITD form 1150)

\* 8. Public support: (NOTE: Matching funds must be available for project implementation.)

A. Has a resolution supporting the concept of the proposal been approved by the Local Highway Jurisdiction sponsoring the project? (See attached sample resolution), (attached a copy of your resolution)  
 Yes  No  Unknown

B. Was the proposal previously identified in local infrastructure or comprehensive plans? (If so, please cite the name of the document and attach) City of Hailey Transportation Master Plan  
 Yes  No  Unknown

\* Required information for a Transportation Planning project.

Signature of authorized elected official of Local Highway Jurisdiction.

\_\_\_\_\_  
Chairman, Mayor, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Idaho Transportation Department District Representative

\_\_\_\_\_  
Date

**APPLICATIONS MUST BE SUMMITTED WITH AN ITD FORM-2435 AND ITD FORM-1150.**

**TO BE COMPLETED BY LHTAC**

Planning Activities: Begin: _____	Completed: _____
Scheduled date of construction: _____	
Date of bid opening: _____	
Date of project completion: _____	
Total of local funds used: \$ _____	
Equity factor for 200_ = _____	
Reviewed by the LHTAC Administrator: _____	Administrator



# 2011 PROJECT RATING CRITERIA (CONSTRUCTION PROJECT)

Sponsor: City of Hailey

Project Name: River Street Revitalization Phase II

Total Project Cost \$: \_\_\_\_\_

Preferred Year of Construction: 2013

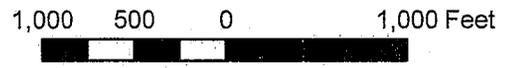
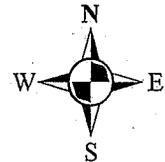
For LHTAC Use



	YES	NO	Points Available	LHTAC Use Only
1. Have you completed a comprehensive plan with a transportation element included in it, or if you are a Highway District, did you participate with the County in the transportation planning process? <u>12/2010</u> (Date of Completion) (Attach a copy of the transportation element) List year of last update <u>2010</u>	x		0-10	
2. As the sponsoring entity, are you part of a multi-jurisdictional transportation planning group? (Include supportable documentation, i.e. meeting minutes, agreements, project priority)	x		0-15	
3. Do you now have a Pavement Management Program in place? <input type="checkbox"/> Pending <u>10/2007</u> (Date of Completion) (List year of last update <u>2007</u> )	x		0-10	
4. Is this project being funded by more than one jurisdiction? If so, please include the name(s) of other Jurisdictions(s) participating financially and amount(s) per Jurisdiction: _____ _____		x	0-5	
5. Is the project included in your 5-year Transportation Capital Improvement Plan (CIP)? (Include a copy of relevant portions of your CIP)	x		0-10	
6. Has the project been reviewed with the Public Transit Provider in your area? (Transit Provider can be School or Elderly Bus) (List who and include evidence) <u>Mountain Rides - See attached information</u>	x		0-5	
7. Has this project been considered for other funding sources? If so, which ones? <u>Phase I funding application for CDBG</u>	x		0-10	
8. Have you included a realistic schedule for the Plan or a schedule for the design and construction of the project? (Include copy of schedule.)	x		0-5	
9. Has your Highway Jurisdiction received Federal-aid Highway funds for a construction project within the last five years? <u>TIGER II 2011</u> (list last year of funding)		x	0-5	
10. Is the average daily traffic volume on the roadway over 400 vehicles per day? (list ADT and date taken) <u>8100</u> <u>10/2009</u>	x		0-10	
11. Does your highway maintenance crew include any members who have completed the Idaho T <sup>2</sup> Center's "Road Scholar" program? (list who attended and completed and attach transcripts)	x		0-5	
			<b>TOTAL POINTS</b>	
12. If your agency has jurisdiction over pedestrian facilities in the public right-of-way, have you conducted a self-evaluation to determine the extent of corrections needed?  If your agency employs 50 or more persons, have you taken the additional step to develop a formal transition plan that complies with 28 CFR 35.105? (___ n/a)				



City of Hailey  
Blaine County Idaho



1 inch equals 1,000 feet

# An Exhibit Map For City of Hailey River Street Revitalization Phase II

# Letters of Support

**Project Rating Criteria**  
**Supporting Information**  
**Criteria 1**

**Comprehensive Plan**

## Section 10 Transportation

### Purpose

The purpose of this section is to provide an analysis prepared in coordination with the local jurisdiction(s) having authority over the public highways and streets showing the general locations and widths of a system of major traffic thoroughfares and other traffic ways, and of streets and the recommended treatment thereof. This component may also make recommendations on building line setbacks, control of access, street naming and numbering, and a proposed system of public or other transit lines and related facilities including rights-of-way, terminals, future corridors, viaducts and grade separations. The component may also include port, harbor, aviation, and other related transportation facilities (Idaho Code Section 67-6508 (i)).

<b>Related Master Plan or Work Plan:</b>	<b>Transportation Master Plan Complete Streets Plan</b>
--	---

### Background Information

The 1982 Comprehensive Plan recognized the importance of connections between neighborhoods. As new neighborhoods came on line, the City required provisions be made for future connections in addition to Highway 75/Main Street but allowed developers to defer those connections. Northridge and Woodside residents were not connected to the rest of Hailey without using Highway 75 until 1998 and 1999. In 1999, Deerfield and north Hailey residents were connected to the Wood River High School and the Blaine County Aquatic Center with a connection through Foxmoor. The 1982 Plan also reflected the community's forethought regarding the need for transportation options. The plan called for minimizing the adverse impacts of all forms of transportation on land uses and mass commuter systems in and around Hailey. The plan urged cooperation with Ketchum that had a transit system serving the northern part of the valley, called for shelters at pick-up points and encouraged the city to generate ridership.

The focus of the 1998 – 2003 Comprehensive Plan was the safe and efficient movement of people (not just cars), while minimizing the adverse impacts of all forms of transportation with recognition of the importance of transportation choices, street design, and land use patterns. The 1998 – 2003 Plan detailed the three components to manage traffic and create a healthy transportation system: Engineering, to build multi-modal and pedestrian-friendly transportation elements; Enforcement, to provide both incentives for positive actions and disincentives for undesirable actions; and Education, to increase social awareness and encourage personal change (see Appendix D).

The Hailey Transportation Master Plan (TMP) was adopted by the City Council in November 2007. The TMP was intended as the City's implementation of the 1998 – 2003 Comprehensive Plan. The TMP made recommendations pertaining to specific policy decisions involving pedestrian and bicycle infrastructure improvements; the 2010 Complete Streets Plan, with associated amendments to the street standards and procedures, was intended to be the next step in the implementation process.

Goals	Indicators	Desired Trends or Benchmarks
10.1 Create and maintain a pedestrian and bicycle-friendly community that provides a safe, convenient and efficient multi-modal transportation system for all Hailey residents.	Transit Ridership	
	Percent of population within ¼ mile of a transit stop	
	Percent of residents who walk, bike, use transit, or carpool to work	
	The length and proportion of major streets that meet the city's minimum Complete Streets standard	
	Percent of the residential neighborhoods connected to 'destination' areas (schools, shops, restaurants) by pedestrian friendly streets	

**Project Rating Criteria**  
**Supporting Information**  
**Criteria 2**

**Multi-Jurisdictional Transportation**  
**Planning Group Information**

The list below is a partial list of the participants in the local Multi-Jurisdictional Planning Group

Blaine County Commissioner – Angenie McCleary

Blaine County Sheriff – Walt Femling

Blaine County School District – Rex Squires

United States Forest Service – Kurt Nelson

City of Sun Valley – Nils Ribl

City of Ketchum – Randy Hall

City of Bellevue – Tom Blanchard

Idaho Transportation Department – Devin Rigby

Mountain Rides – Jason Miller or Peter Everett

IMAP (Mobility Project) – Vanessa Fry

## AGENDA

### Blaine County Regional Transportation Committee

*Regular Meeting*

Thursday, August 26, 2010, 8:30 a.m. – 10:30 a.m.

Main Meeting Room, Old County Courthouse, Hailey, Idaho

- I. ITD Update, Devin Rigby, ITD
- II. ITD Timber Way to the Big Wood Bridge Project Update - Mike Scott, ITD
- III. Recommendation of the Board of County Commissioners on Gardner/ Noise Mitigation Wall, public hearing of August 17, 2010 - Angenie McCleary
- IV. County Update of Scenic Highway Overlay legislation - Jeff Adams
- V. Discussion of Wall Aesthetics for Hwy-75 corridor - Jeff Adams
- VI. Discussion of FEIS Recommended Speed Limits along Hwy-75 corridor - ITD
- VII. IWAY Update - Angenie McCleary  
Next IWAY Meeting, September 1, 2010, 9:30-11:00 AM  
Blaine County Courthouse, Hailey, ITD
- VIII. Public Comment
- VIII. Adjourn

**Note:** this agenda is subject to revisions and additions.

*The Committee is scheduled to meet the **last** Thursday of the month.*

**PURPOSE.** The purpose of this Committee shall be:

- (a) To study and identify transportation and mobility issues affecting Blaine County, Idaho, and its regional partners;
- (b) To provide a forum for open discussion and increase public awareness of transportation and mobility issues affecting Blaine County and its regional partners;
- (c) To foster cooperation relating to the transportation and mobility issues affecting Blaine County and its regional partners;
- (d) To make non-binding recommendations and develop solutions and strategies for implementation to Bellevue, Carey, Hailey, Ketchum, Sun Valley, Blaine County, the Idaho Transportation Department and other governmental and non-governmental entities, agencies, or bodies relating to transportation and mobility issues affecting Blaine County and its regional partners; and
- (e) To promote long-range planning relating to the transportation and mobility needs of Blaine County and its regional partners.

**Project Rating Criteria**  
**Supporting Information**  
**Criteria 5**

**Transportation Capital**  
**Improvement Plan**

**Excerpt from City of Hailey  
Transportation Master Plan**

City of Hailey, Idaho

# TRANSPORTATION MASTER PLAN

Prepared for:

City of Hailey

November 2007

Prepared by:

The Transpo Group, Inc.  
11730 118<sup>th</sup> Avenue NE, Suite 600  
Kirkland, WA 98034-7120  
Phone: 425.821.3665  
Fax: 425.825.8434  
[www.thetranspogroup.com](http://www.thetranspogroup.com)

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## ACKNOWLEDGMENTS

### 2007 HAILEY CITY COUNCIL

### TECHNICAL ADVISORY GROUP

<u>NAME</u>	<u>GROUP</u>
Devin Rigby	ITD
Bruce Christensen	ITD
Chuck Carnohan	ITD
Beth Callister	Citizen
Janis Gillette	Citizen
Jim Finch	Peak Bus
Aaron Domini	Smart Growth
Becki Keefer	Citizen
Jan Edelstein	Citizen
Brian Yeager	Galena Engineers
Rob Thomas	Citizen
Mike Chapman	Hailey Fire Chief
Kristin Anderson	P&Z Member
Stefanie Marvel	P&Z Member
Kathy Grotto	Hailey Planning Dir
Hailey Police Dept	Police

### CONSULTING TEAM

The Transpo Group



Toothman-Orton

KMP Planning

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## Transportation Improvement Projects

Based on the evaluation of existing and forecast traffic volumes, traffic operations, safety, and connectivity, a recommended list of transportation improvement projects and programs was defined. The projects and programs were organized into the following six categories:

- Highway 75 Improvements
- Urban Street Improvements, including pedestrian and bicycle facilities
- Low-Intensity Street Improvements, including pedestrian and bicycle facilities
- Pedestrian-only Connectors
- Intersection Improvements
- Maintenance Programming

Table 5 identifies each of the projects and programs. Figure 7 shows the location of the local improvements identified in the Hailey Transportation Master Plan. The table lists and defines the project extents, description, schedule (five-year increments), revenue source and planning-level cost estimates. The cost estimates are in 2007 dollars and were prepared based on typical per unit costs obtained from ITD. The cost estimates incorporate the features included in the conceptual street standards and have been refined by type of street and overall scope of the improvement.

The relative priority of each project is also included in Table 5 was assigned to reflect the need of the project based on input from city staff and the Transportation Advisory Group.

### *ITD Improvements*

Consistent with ITD's plans for SH-75, portions of the highway are to be widened for additional travel lanes, north of McKercher Boulevard and south of Fax Acres Road. These additional lanes are to accommodate the growth in regional and local traffic using SH-75. In addition to added travel lanes, the Hailey TMP identifies the need for median and pedestrian streetscape enhancements between McKercher Boulevard and Cedar Street. These improvements are intended to help buffer the impact of heavier vehicular traffic on SH-75, and improve pedestrian crossing safety. Final design treatments will be identified by ITD in coordination with Hailey staff, and constructed as state and federal funds become available through ITD.

Table 5. Long-Range Transportation Project List

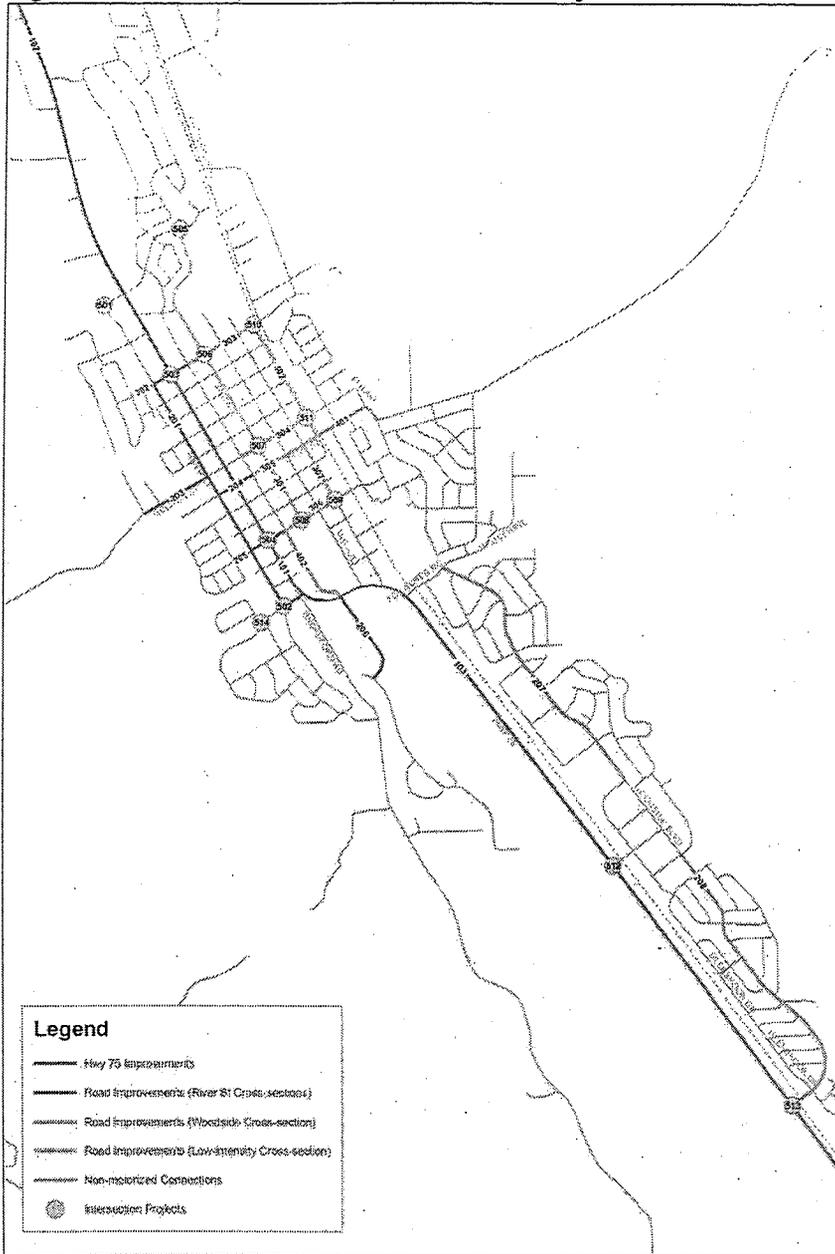
Long-Range Transportation Project List

Type	ID#	Project Name	Project Extents	Project Description	Notes	Project Schedule	Revenue Source (DRAFT Assumptions)	Planning Cost (\$1,000)	Comments
Highway 75	101	Main Street	McKercher Blvd to Cedar St	Median and pedestrian streetscape enhancements		1-11-07	ITD-GARVEE	tbd	
	102	Highway 75 (North)	McKercher Blvd to (north)	Widen per Hwy 75 EIS (widen 4-5 lanes)		6-11-07	ITD-GARVEE	tbd	
	103	Highway 75 (South)	Fox Acres Rd to (south)	Widen per Hwy 75 EIS (widen 4-5 lanes)		6-11-07	ITD-GARVEE	tbd	
Urban Street Improvements	201	River Street	Myrtle St to Cedar St, with connections to Main St	Reconstruct per River St Plan	[1]		Federal Grant/LID/ City Contribution /Bond	\$8,537	Assumes back-in, 60 degree parking (19 ft parking width from curb)
	202	Myrtle Street (West)	Main St to First Ave	Reconstruct to 2-lanes	[2]		Bond	\$177	Sidewalk should extend to Second Ave, which is route to Middle school
	203	Bullion Street (West)	Little Indio Ln to River St	Reconstruct to 2-lanes	[2]		Bond	\$408	
	204	Croy Street (West)	River St to First Ave	Reconstruct to 2-lanes	[2]		Bond	\$177	Only a small section needs new sidewalk - maintenance and drainage needs for remainder
	205	Elm Street (West)	River St to First Ave	Reconstruct to 2-lanes	[2]		Bond	\$177	
	206	Airport Way	Hwy 75 to Aviation Dr	Reconstruct to 3-lanes	[2]		Bond	\$432	
	207	Woodside Blvd (North)	Fox Acres Rd to Shenandoah Dr	Reconstruct to 2-lanes	[2]		Development/Bond	\$1,276	Some sidewalk development exists
	208	Woodside Blvd (South)	Winterhaven Dr to Highway 75	Reconstruct to 2-lanes	[2]		Development/Bond	\$1,386	
Low-Intensity Street Improvements	301	Second Avenue	McKercher Blvd to Elm St	Reconstruct to 2-lanes			Bond	\$1,120	Myrtle St to McKercher has asphalt sidewalk on east side. Non-motorized improvements only north of Myrtle.
	302	Fifth Avenue	Myrtle St to Croy St	Reconstruct to 2-lanes	[3]		Bond	\$431	
	303	Myrtle Street (East)	First Ave to Buttercup Rd	Reconstruct to 2-lanes			Bond	\$289	
	304	Bullion Street (East)	First Ave to Wood River Trail	Reconstruct to 2-lanes			Bond	\$260	
	305	Croy Street (Central)	First Ave to Fifth Ave	Reconstruct to 2-lanes		Bond	\$260		
	306	Elm Street (East)	First Ave to Bike Path	Reconstruct to 2-lanes		Bond	\$270	School District is improving south side of Elm St from 1st to 3rd	
Pkg. Conn.	401	Fourth Avenue	Croy St to Elm St	Reconstruct to 2-lanes			Bond	\$222	
	402	First Ave Multi-use Path	Fifth Ave to Quigley Rd Elm St to Airport Way	Add sidewalks Add shared-use path to improve north-south non-motorized connectivity.			Grants Grants	\$51 \$128	

Type	ID#	Project Name	Project Extents	Project Description	Notes	Project Schedule	Revenue Source (DRAFT Assumptions)	Planning Cost (\$1,000)	Comments
Intersection Improvements	501	River Street/McKercher Blvd	Intersection	Construct roundabout		1-5	TIF	\$350	
	502	River Street/Cedar St	Intersection	Construct roundabout		1-5	TIF	\$350	
	503	Main Street/Myrtle Street	Intersection	Install traffic signal		6-10	TIF/ITD	\$225	
	504	Main Street/Elm Street	Intersection	Install traffic signal		11-15	TIF/ITD	\$225	
	505	Second Ave/McKercher Blvd	Intersection	Construct roundabout		16-20	TIF	\$350	Bottom of steep slope. Recommended for traffic calming.
	506	Second Avenue/Myrtle Street	Intersection	Construct roundabout			TIF	\$350	Walk-to-School route.
	507	Second Avenue/Bullion Street	Intersection	Construct roundabout			TIF	\$350	Grades might be a problem.
	508	Second Avenue/Elm Street	Intersection	Construct roundabout			TIF	\$350	Coordinate with School District plans.
	509	Fourth Avenue/Elm Street	Intersection	Construct roundabout			TIF	\$350	Grades will be a problem. Probably not possible. Also, need to coordinate operations at nearby Buttercup Rd/Myrtle St intersection.
	510	Fifth Avenue/Myrtle Street	Intersection	Construct roundabout			TIF	\$350	
Capital Improvement Plan Subtotal	511	Fifth Avenue/Bullion Street	Intersection	Construct roundabout			TIF	\$350	Should be constructed in 2007.
	512	Highway 75/Countyside Blvd	Intersection	Install traffic signal			TIF/ITD	\$225	
	513	Highway 75/Woodside Blvd	Intersection	Install traffic signal			TIF/ITD	\$225	Part of Hwy EIS 75 plans.
	514	Cedar St/Silver Star	Intersection	Construct Roundabout			TIF	\$350	Offset intersection - needed for traffic calming.
Maintenance	901	Sidewalk Replacement Program	(see map)	Replace sub-standard existing sidewalks			Grants/Local/Bonds/LOT Funds	\$20,001	\$20 per linear foot (5 ft width); Does not include individual panel replacement costs.
	902	Curb-ramp Replacement/Construction Program	(see map)	Replace sub-standard existing curb-ramps or provide where missing			Grants/ITD on Main St	\$77	\$1,500 per curb ramp replacement (64 total: 38 Main St related, 13 roadway project related, 13 non-project related)
	903	Pavement Management	Citywide	Maintain city streets			Budget	\$4,500	Annual budget, estimates range from 225,000 To \$250,000
	904	Bike route designation on non-reconstruct roadways	Citywide	Add signs and pavement markings to designate bike routes			Grants/Local/Bonds/LOT Funds	\$45	\$4 per linear foot of roadway
	905	Interim bike route designation	Woodside, Second, Elm, Croy, Bullion, Myrtle, River	Add striping, signs, and pavement markings to designate bike routes			Local Option Tax (Maintenance)	\$18	

[1] See River Street Cross-Section [2] See Urban Street Cross-Section [3] See Low

Figure 7. Transportation Improvement Projects

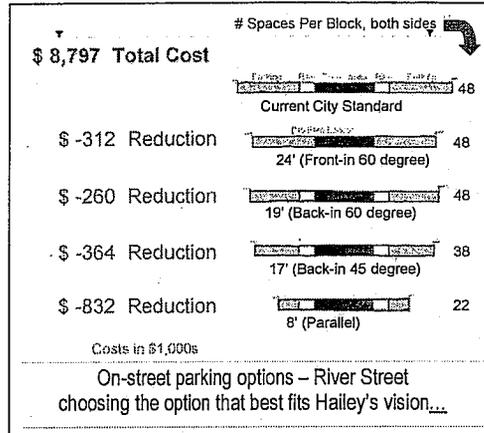


**Urban Street Improvements**

A number of Hailey’s arterial and collector streets lack the full dimension and features of urban streets, particularly those elements that are critical to cyclists (bike lanes) and pedestrians (sidewalks). Eight specific street projects are identified in the TMP for urban street upgrades. Each of these projects has unique issues and solutions.

**River Street**

River Street is identified as Hailey’s “local” main street, in parallel to SH-75 (Main Street), and connecting north and central Hailey (commercial mix) and south Hailey (residential). The desired context for River Street is a lower speed (lower than SH-75), two-lane (one in each direction) arterial with bike lanes and on-street parking. The underlying design objectives for River Street balances are (1) optimum pedestrian access, (2) bicycle circulation and (3) retain and enhance (if possible) vehicular capacity and mobility. Various conceptual designs for River Street were examined as part of the TMP process. Various on-street parking dimensions (and their cost implications) were considered, including their impact on overall project costs (see exhibit).



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Balancing the pedestrian street crossing width, pedestrian streetscape space, and type/width of on-street parking was discussed by staff, Advisory Group and City Council and also by participants the public Open House meetings. Within the commercial area it was noted that the most likely successful package included the following:

- Wider pedestrian streetscape (10-12 feet) with street trees in buffer zone
- Back-in, diagonal parking on the east side (maximize # spaces and minimize right-of-way) and parallel parking on west side, and
- One travel lane in each direction and on-street bike lanes.

These issues will be further addressed at the time of preliminary and final design.

Both the southern and northern termini of River Street are possible design candidates for urban, single-lane roundabouts (see intersection projects #501 and #502). It is anticipated that an all-way stop traffic control measure is the best solution at the intersection of River and Bullion.

**Excerpt from City of Hailey  
Capital Improvement Plan**

Capital Improvement Plan Project List - 5/2010 Update

Sorted By Type

PRIORITY

Project Description

FY 09-10  
Projected

FY 10-11  
Projected

FY 11-12  
Projected

FY 12-13  
Projected

FY 13-14  
Projected

Future

Total

Street Projects

Street Projects	FY 09-10 Projected	FY 10-11 Projected	FY 11-12 Projected	FY 12-13 Projected	FY 13-14 Projected	Future	Total
<b>Non-Development Impact Fee Projects</b>							
Snow Storage - Requires Land	0	0	20,000	2,450,000	0	0	2,470,000
S. Woodside Blvd Replacement	0	50,000	30,000	1,420,000	0	0	1,416,000
N. Woodside Blvd Replacement	0	50,000	1,450,000	0	0	0	1,306,000
Second Ave Reconstruction	0	0	0	0	0	1,120,000	1,120,000
River Street Reconstruction/Upgrade	0	1,025,000	2,075,000	3,050,000	2,387,000	0	8,537,000
W. Bullion St Reconstruction	0	0	0	0	0	408,000	408,000
Airport Way Reconstruction	0	0	0	0	432,000	0	432,000
4th Ave Reconstruction	0	0	0	0	0	250,000	250,000
5th Avenue Reconstruction	0	0	0	0	0	431,000	431,000
South Woodside Industrial Park Street Reconstruction	0	0	0	0	0	440,000	440,000
E Elm St Reconstruction	0	0	0	0	0	300,000	270,000
E Myrtle St Reconstruction	0	0	0	0	0	289,000	289,000
E Bullion St Reconstruction	0	0	0	0	0	325,000	325,000
Missing Sidewalk Connections	0	20,000	20,000	20,000	20,000	20,000	100,000
Pedestrian Crossing Pavement Lights	0	15,000	15,000	15,000	0	0	110,000
City Shop Cold Storage Building	0	0	88,000	0	0	0	88,000
<b>Non-Development Impact Fee Project Total</b>	0	1,160,000	3,698,000	6,955,000	2,839,000	3,583,000	17,992,000

Project Description River Street Reconstruction/Upgrade

Department Streets/Engineering

**Breakdown of Project Costs and Funding Sources**

<b>Cost Summary</b>	FY 09-10	FY 10-11	FY11-12	FY 12-13	FY 13-14	Future	TOTAL
Preliminary Services/Design		75,000	75,000	50,000			200,000
Land Acquisition							0
Infrastructure Improvements		950,000	2,000,000	3,000,000	2,387,000		8,337,000
Building Improvements							0
Machinery & Equipment							0
Other/Maintenance							0
<b>TOTAL COST</b>	0	1,025,000	2,075,000	3,050,000	2,387,000	0	8,537,000

<b>Funding Sources</b>	FY 09-10	FY 10-11	FY11-12	FY 12-13	FY 13-14	Future	TOTAL
Capital Fund		525,000					525,000
LOT Fees							
Development Impact Fees							
Bonding/LID							
Grants		500,000					500,000
Savings							
In-lieu Fees							
URA			2,075,000	3,050,000	2,387,000		7,512,000
<b>TOTAL FUNDING SOURCES</b>		1,025,000	2,075,000	3,050,000	2,387,000		8,537,000

**1. Briefly Describe and provide justification for this Capital Project**

Reconstruction of River St to reflect Transportation Master Plan recommendations for C&G/sidewalks in Business District and sidewalks in Residential area. Possibility of developers contributing or a URA being established. This project was highly ranked in the Citizen Survey. Meetings to determine a final design and funding will need to begin at least one year in advance of project start. Work is to begin in central business area, continue north and then address the residential south end. **Applying for a Development Block Grant for 2011 work.**

**2. Describe the Project status and completed work.**

**3. Any grants for this Project?**

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**4. What impact will this project have on the annual operating expenses? Please quantify and describe.**

	FY 09-10	FY 10-11	FY11-12	FY 12-13	FY 13-14	Future	TOTAL
No Negative impacts							0

**Project Rating Criteria**  
**Supporting Information**  
**Criteria 6**

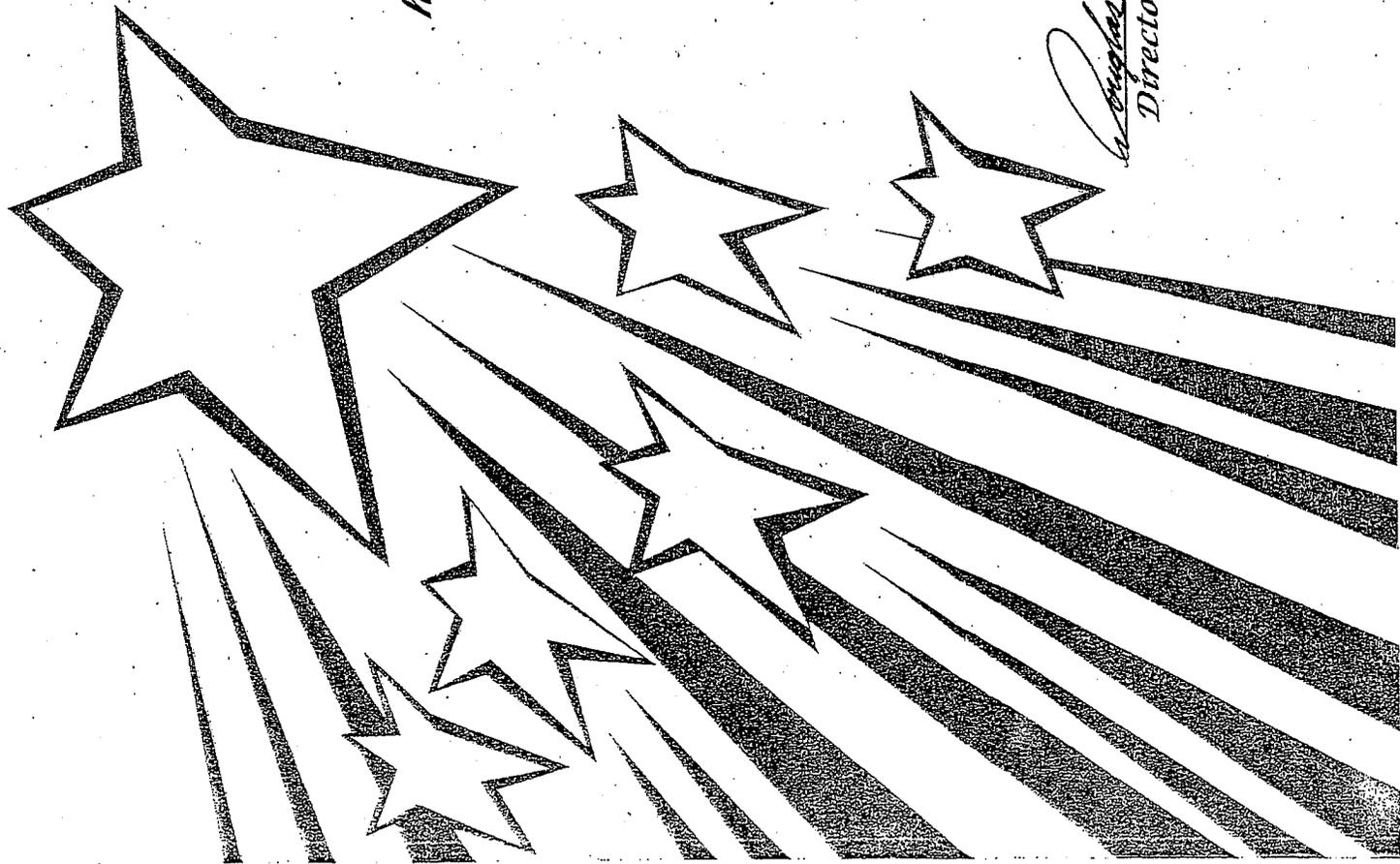
**Local Transit Provider Review and  
Support**

**Project Rating Criteria**  
**Supporting Information**  
**Criteria 8**

**Project Schedule**

**Project Rating Criteria**  
**Supporting Information**  
**Criteria 11**

**Road Scholar Program Participants**



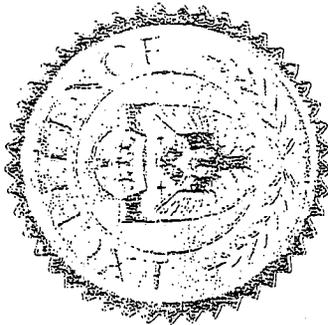
*Kelly Schwarz*

*Idaho T2 Road Scholar*

*has successfully completed Level I of the  
Road Scholar Program*



*sponsored by the  
Idaho Technology Transfer Center*



*Angela P. Moore*  
Director's Signature

*June 1, 2003*  
Date



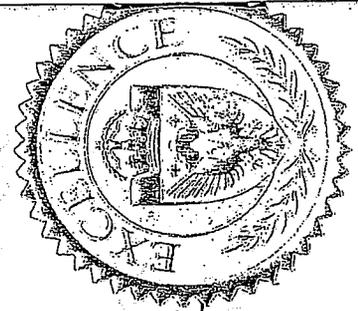
# Gary Brockman

Idaho #12 Road Scholar

*has successfully completed Level I of the  
Road Scholar Program*



*sponsored by the  
Idaho Technology Transfer Center*



*Charles R. Moore*  
Director's Signature

*July 29, 2005*  
Date

**Gary Brockman**

Idaho T2 Road Master

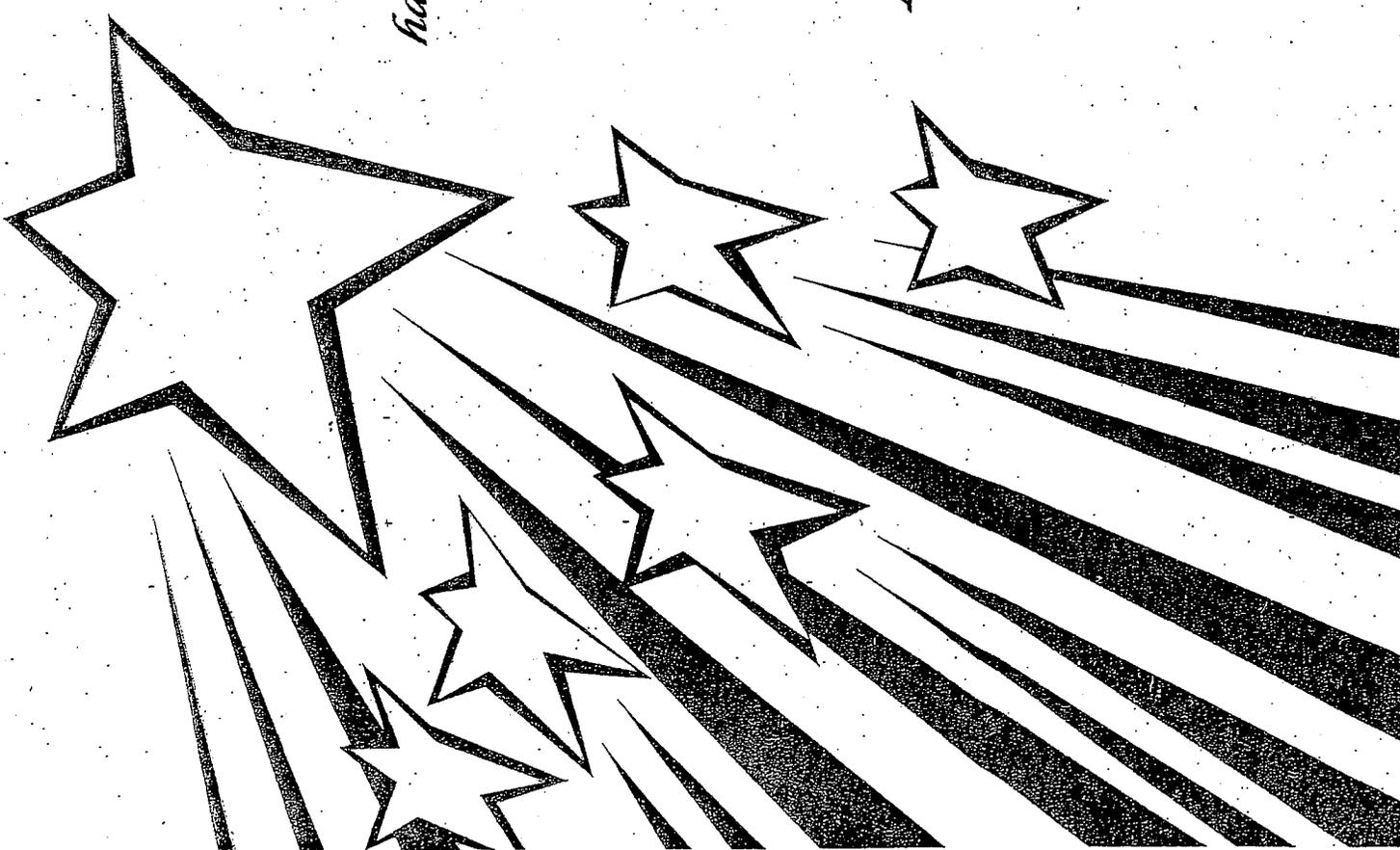
*has successfully completed Level II of the  
Road Scholar Program*



*sponsored by the  
Idaho Technology Transfer Center*

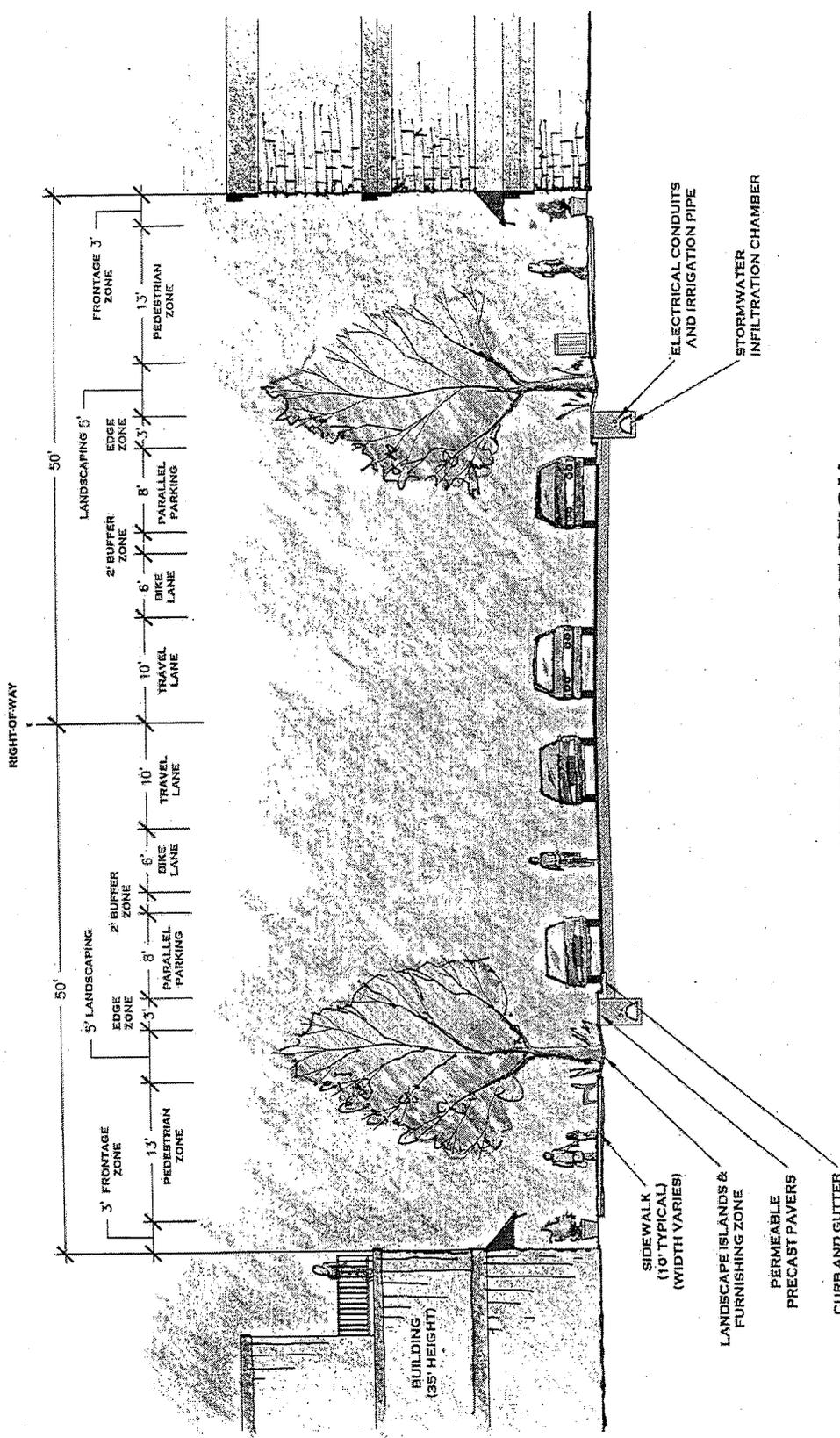
  
Director's Signature

*Feb 3, 2009*  
Date



# **Additional Information Appendix A**

## **Proposed Street Typical Section**



**TYPICAL STREET CROSS SECTION**

# **Additional Information Appendix A**

## **Detailed Cost Estimate**

**River Street Reconstruction Phase 2: Galena St. to Myrtle St.**

#	Item & Category Description	Unit	Qty	Unit Cost	Item Cost	Category Cost	ITD Form 1150 Line #
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**Category A: General Roadway & Earthwork (approximately 1,200 lf of roadway; 3 City Blocks)**

1	Imported Fill Material (assumed)	C.Y.	500	\$18.00	\$9,000.00		4
2	Excavation & Offsite Disposal (assumed 1.5' deep x area of roadway subbase)	C.Y.	3,670	\$18.00	\$66,060.00		4
3	Imported 2-inch Minus Sub-Base, 6" depth for Roadway (55' wide)	S.Y.	7,335	\$4.50	\$33,007.50		6
4	Imported 3/4" Leveling Course, 4" Depth for Roadway (55' wide)	S.Y.	7,335	\$4.50	\$33,007.50		6
5	Asphaltic Concrete Pavement 2.5" Depth for Roadway (52' wide)	S.Y.	6,935	\$17.00	\$117,895.00		6
6	Concrete curb & gutter, including subbase	L.F.	2,400	\$25.00	\$60,000.00		14
7	Concrete sidewalk, including subbase (10' wide)	L.F.	2,400	\$50.00	\$120,000.00		14
8	ADA Compliant Pedestrian Ramps & Audible Warning Pads (assumed 8 per intersection)	EA	24	\$250.00	\$6,000.00		14
9	Concrete curb/walk return and match to existing side street (4 per intersection)	EA	12	\$1,500.00	\$18,000.00		14
10	Concrete pavers, including subbase (3' wide both sides of street)	S.F.	7,200	\$8.50	\$61,200.00		14
11	Pavement Sawcutting	L.F.	450	\$1.50	\$675.00		4
12	Small Area Asphalt Patchwork, including subbase (assumed)	S.Y.	100	\$48.00	\$4,800.00		4
						<b>\$529,645</b>	

**Category B: Storm Drainage**

1	Drywell with Ring & Cover (assumed at 2 per intersection)	Each	6	\$3,800.00	\$22,800.00		5
2	Catch Basin (assumed at 4 per intersection)	Each	12	\$2,000.00	\$24,000.00		5
3	PVC Storm Drain Pipe (assumed at 30' per Catch Basin)	L.F.	360	\$22.00	\$7,920.00		5
4	Construction Erosion Control - Silt Fence (based on Phase 1 estimates)	L.F.	1,650	\$0.76	\$1,264.00		5
5	Construction Erosion Control - Hay Bales/Wattles (based on Phase 1 estimates)	L.F.	100	\$6.65	\$665.00		5
						<b>\$56,639</b>	

**Category C: Demolition & Misc. Adjustments**

1	Concrete Removal (estimated)	S.Y.	350	\$10.67	\$3,734.50		4
2	Asphalt Removal (estimated at 1200 x 24 plus 15%)	S.Y.	3,680	\$5.00	\$18,400.00		4
3	Remove/Adjust Manhole	Each	4	\$500.00	\$2,000.00		3
4	Remove/Adjust Gate Valve	Each	8	\$200.00	\$1,600.00		3
5	Remove/Adjust Fire Hydrant	Each	3	\$1,500.00	\$4,500.00		3
6	Remove Utility Pole (Estimated at two per block)	Each	6	\$250.00	\$1,500.00		3
7	Remove/Adjust Water Meter (estimated)	Each	20	\$300.00	\$6,000.00		3
						<b>\$37,735</b>	

**Category D: Traffic Control**

1	Construction Traffic Control	L.S.	1	\$5,000.00	\$5,000.00		10
2	Permanent Traffic Control: Relocate & Install Street Signs (assumed 4 per intersection)	Each	12	\$200.00	\$2,400.00		9
3	Permanent Traffic Control: Pavement Stripping	L.F.	2,400	\$0.35	\$840.00		9
4	Permanent Traffic Control: Symbols & Crosswalks	L.S.	1	\$5,000.00	\$5,000.00		9
						<b>\$13,240</b>	

**Category E: Electrical and Street Lighting**

1	Street Light (based on Phase 1 Estimates)	Each	13	\$3,781.00	\$49,153.00		3
2	1" PVC electrician conduit (based on Phase 1 Estimates)	L.F.	2,800	\$3.00	\$8,400.00		3
3	Electric Service for Street Light (based on Phase 1 Estimates)	Each	2	\$2,650.00	\$5,300.00		3
4	4" PVC Utility Steeving	L.F.	0	\$8.00	\$0.00		3
						<b>\$62,853</b>	

**River Street Reconstruction Phase 2: Galena St. to Myrtle St.**

#	Item & Category Description	Unit	Qty	Unit Cost	Item Cost	Category Cost	ITD Form 1150 Line #
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Category F: Landscape & Pedestrian Improvements							
1	12'-14' Deciduous Tree & Pit (based on Phase 1 estimates)	EA	58	\$270.00	\$15,660.00		12
2	Misc. Shrubs & Plantings (based on Phase 1 estimates)	EA	75	\$82.00	\$6,150.00		12
3	Grass/Midflower Hydroseed (based on Phase 1 estimates)	MSF	12	\$1,022.00	\$12,264.00		12
4	Drip Irrigation System (based on Phase 1 estimates)	L.F.	2,800	\$0.45	\$1,260.00		12
5	4" Topsoil Placed & Graded (based on Phase 1 estimates)	S.Y.	1,280	\$3.00	\$3,840.00		12
6	Pedestrian Improvements: Benches (based on Phase 1 Estimates)	EA	4	\$965.00	\$3,860.00		14
7	Pedestrian Improvements: Bike Rack (based on Phase 1 Estimates)	EA	4	\$640.00	\$2,560.00		14
8	Trash Receptical	EA	6	\$650.00	\$3,900.00		14
9	Pedestrian Shelter (based on Phase 1 Estimates)	EA	1	\$3,776.00	\$3,776.00	\$53,270	14

Subtotal					\$753,382		
1	Contractor Mobilization	Percent	10%	\$75,338.15	\$75,338.15		16
2	Construction Engineering, Inspection & Contingencies (percentage of Subtotal AND Mob)	Percent	15%	\$124,307.95	\$124,307.95		17
3	Construction Staking and Surveying	Percent	3%	\$22,601.45	\$22,601.45	\$222,248	1

1	Basemap & Topographic Surveying	L.S.	1%	\$7,533.82	\$7,533.82		1
2	Design Engineering	L.S.	10%	\$75,338.15	\$75,338.15	\$92,872	1

1	<b>Total Opinion of Probable Construction Cost</b>				<b>\$1,058,501</b>		
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