AGENDA ITEM SUMMARY

DATE: January 26, 2009 **DEPARTMENT:** Planning **DEPT. HEAD SIGNATURE:** BR

SUBJECT: Findings of Fact and Conclusions of Law - Final Plat approval of Lots 15A and 15B, Birdwood Subdivision

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☐ City Ordinance/Code _____
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The Council held a hearing and approved the Final Plat of Lots 15A and 15B, Birdwood Subdivision on January 12, 2009.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Casele #_____
Budget Line Item #_____ YTD Line Item Balance $_____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____
Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

☐	City Administrator	☐	Library	☐	Safety Committee
☒	City Attorney	☐	Mayor	☐	Streets
☐	City Clerk	☐	Planning	☐	Treasurer
☐	Building	☐	Police	☐	_____
☐	Engineer	☐	Public Works, Parks	☐	_____
☐	Fire Dept.	☐	P & Z Commission	☐	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Review and approve as drafted or with changes.

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: Record
Copies (all info.):
Instrument # _____

*Additional/Exceptional Originals to: _____
Copies (AIS only)

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On January 12, 2009, the Hailey City Council considered the application by Idaho Capital, LLC for Final Plat approval of Lots 15A and 15B, Birdwood Subdivision. The Council, having been presented with all information and testimony in favor and in opposition to the proposal, hereby makes the following Findings of Fact, Conclusions of Law and Decision.

FINDINGS OF FACT

Notice

Notice for the public hearing on January 12, 2009 was published in the Idaho Mountain Express on December 24, 2008; the notice was mailed to property owners within 300 feet on December 24, 2008.

Application

Idaho Capital, LLC has submitted an application for Final Plat approval for the subdivision of Lot 15, Birdwood Subdivision into two (2) lots; Lot 15B is proposed to be 20,040 square feet and Lot 15A is proposed to be a 75,875 square foot flag lot. Both lots would be accessed by a private driveway directly off of Silver Star Drive..

Section 3.4.1 of the Subdivision Ordinance allows for applications for platting four (4) or fewer residential parcels to be reviewed through the short plat procedure. In this procedure, the Hearing Examiner or Commission reviews the preliminary plat only. Upon approval, the applicant submits a final plat for Council approval.

In the case of this subdivision Lot 15A is within the Flood Hazard Overlay District. Section 4.10.7.1 of the Zoning Ordinance requires both Commission and Council approval for subdivisions in the floodplain. Therefore both the Commission and the Council held hearings on the preliminary plat.

The preliminary plat and the Floodplain Development Permit applications were received in 2003. The standards in place at the time the original application was submitted are the standards that are required be applied to this application.

Procedural History

The preliminary plat was submitted by Bulotti Construction, Inc. The City Council heard the application for Preliminary Plat and Flood Hazard Development permit approval of Lots 15A and 15B, Block 1, Birdwood Subdivision on August 18, 2008. The City Council approved the application with conditions in a two to one vote (Burke and Keirn in favor and Haemmerle opposed).

Since preliminary plat approval, the property went into foreclosure and is now owned by Idaho Capital, LLC.

SECTION 2 - PERMITS.

2.9 No permit for the construction of any building shall be issued upon any land for which all improvements required for the protection of health and the provision of safety, (including but not necessarily limited to an approved potable water system, an approved wastewater system to accept sewage, and asphalt paving of the streets) have not been installed, inspected, and accepted by the City of Hailey, with the following exception: Building permits may be issued for any building in a development for which plats have been recorded and security provided, but the streets have not yet been completed with asphalt due to winter conditions. In such instances, the street shall be constructed as an all-weather surface to City Standards to the satisfaction of the City Engineer, and shall be kept clear to the satisfaction of the Fire Chief. No Final Inspection approval or Certificate of Occupancy shall be granted until all improvements, including asphalt, have been installed, inspected and accepted.

Notice of this requirement is hereby given to the applicant, and included as a recommended condition of approval.

SECTION 3 – PROCEDURE

3.3 Final Plat Approval.

The final plat, prepared by a Professional Land Surveyor, must be submitted within one (1) calendar year from the date of approval of the preliminary plat, unless otherwise allowed for within a phasing agreement or as otherwise provided herein. Plats not submitted for final approval within one (1) year or according to the phasing agreement, shall be considered expired and preliminary plat approval shall become null and void. The Council may extend the deadline for submitting the final plat upon holding a public hearing.

The preliminary plat application was heard by the Hailey City Council on August 18, 2008. Final plat application was received on December 5, 2008.

3.3.2 The administrator shall review the final plat application to ensure that the application submitted is consistent with the approved preliminary plat. The conditions imposed on the preliminary plat approval must be either completed or shown on plans or the plat prior to any public notice for final plat approval.

The final plat is consistent with the preliminary plat approved by the City Council. Conditions of preliminary plat approval have been met or are carried over.

<u>Hailey City Council Conditions of Preliminary Plat Approval</u>

a) **All Fire Department and Building Department requirements shall be met. Items to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:**
   - **An approved fire department turnaround will be required for Lot 15A**

before any construction begins.

- **The driveway shall be posted for no parking and will not be named. All homes shall have Silver Star Drive addresses; all addresses should be posted at the driveway entrance.**
- **No encroachment of the fire lane width will be allowed without written approval from the City.**
- **Turn-arounds or turnout and fire lanes must be permanently signed as such.**
- **The driveway shall meet all regulations of the International Fire Code.**
- **The interior of the culvert shall contain the elevations of the property, shown at six inch (6") intervals.**
- **Hydrant locations should be identified and pre-approved.**
- **Building height shall be a maximum of 30'.**

This condition should be carried over.

b) **All City infrastructure requirements shall be met as outlined in Section 5 of the Hailey Subdivision Ordinance. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:**

- **Sewer service for Lot 15A shall be a pressure system.**
- **A new water meter vault shall be installed in the driveway easement for Lot 15A.**
- **All drainage shall be contained on site.**
- **Drainage swales shall be designed and created on both lots to contain any surface drainage on the subject property and not allow it to flow onto adjacent properties. The drainage plan shall also include details for the design and appropriate placement of a box culvert to insure that there will be safe access to Lot 15A during times of high water. Such drainage shall be depicted on a grading plan and submitted to the City Engineer for his approval prior to Final Plat approval.**
- **A drainage inspection to ensure surface drainage remains on the subject property shall be conducted and approved prior to issuance of a certificate of occupancy for new construction on the Lot 15A.**
- **Water and sewer service lines shall be designed to minimize or eliminate infiltration of flood waters into the systems and utilities shall be located and constructed to minimize flood damage.**

This condition should be carried over.

c) **Issuance of permits for the construction of buildings within the proposed subdivision shall be subject to Section 2.9 of the Subdivision Ordinance.**

This condition should be carried over.

d) **Plat notes shall be added to the final plat stating:**

- **The beneficiaries of the driveway easement shall be the owners of Lots 15A and 15B. This easement shall also be designated as a utilities access easement.**

Plat note 9

- **Irrigation for Lot 15A a plat note should be added restricting irrigation of Lot 15A to not more than one-half acre**

Plat note 10

- **The homeowners association or in the event the homeowners association is dissolved, the owners of Lots 15A and 15B shall be responsible for the maintenance of the sewer and water service lines between the residences and the mainline within Silver Star Drive and the private driveway within the subdivision.**

Plat note 11

- **The homeowners association, or in the event the homeowners association is dissolved, the owners of Lots 15A and 15B shall be responsible for the maintenance of the driveway and culvert located on Lot 15A. The culvert shall be inspected annually and sediment and debris within the culvert removed as it accumulates. Certification of sediment and debris removal shall be submitted to the City Engineer by May 1 of each year following the construction of the driveway and culvert on Lot 15A. The City of Hailey shall have the right to inspect the culvert for compliance of the sediment and debris removal. The owner(s) of Lot 15A, and the successors, heirs and assigns, shall indemnify, defend and hold the City of Hailey harmless, from and against any claims, demands, actions, liability, damages, costs, expenses and attorney fees related to the approval of the subdivision or flood hazard development permit or to any inspection of the culvert or to any flooding caused in any way by the construction of the driveway and culvert, or any matters connected thereto, no matter how remotely.**

Plat note 12

- **The owner of Lot 15A shall seek and obtain a flood hazard development permit before there is construction of a single family residence or construction of the driveway and culvert on Lot 15A.**

Plat note 4

e) **All improvements and other requirements shall be completed and accepted, or security provided pursuant to Sections 3.3.7 and 5.9.1 of the Subdivision Ordinance, prior to recordation of the final plat.**

This condition should be carried over.

f) **The final plat must be submitted within one (1) calendar year from the date of approval of the preliminary plat, unless otherwise allowed for within a phasing agreement.**

This condition has been met.

g) **Any subdivision inspection fees due shall be paid prior to recording the final plat.**

This condition should be carried over.

h) **Any applicable development impact fees shall be paid prior to recording the final plat.**

This condition should be carried over.

Standards of Evaluation

For each of the following pertinent standards of the Subdivision Ordinance (shown in bold print), the Council makes the following Findings of Fact:

SECTION 4 – DEVELOPMENT STANDARDS

Development standards were reviewed in detail during the preliminary plat approval process. Please refer to the preliminary plat Findings of Fact and Decision. No changes have been made to the plat since preliminary plat approval.

SECTION 5 - IMPROVEMENTS REQUIRED.

5.1 **It shall be a requirement of the Developer to construct the minimum improvements set forth herein and any required improvements for the subdivision, all to City Standards.**

5.1.1 **Six (6) copies of all improvement plans shall be filed with the City Engineer and made available to each department head. Upon final approval two (2) sets of revised plans shall be returned to the Developer at the pre-construction conference with the City Engineer's written approval thereon. One set of final plans shall be on-site at all times for inspection purposes and to note all field changes upon.**

5.1.2 **Prior to the start of any construction, it shall be required that a pre-construction meeting be conducted with the Developer or his authorized representative/engineer, the contractor, the City Engineer and appropriate City departments. An approved set of plans shall be provided to the Developer and contractor at or shortly after this meeting.**

5.1.3 **The Developer shall guarantee all improvements pursuant to this Section for no less than one year from the date of final acceptance by the City, except that parks shall be guaranteed and maintained by the Developer for a period of two years.**

5.2 **The Developer shall construct all streets, alleys, curb and gutter, lighting, sidewalks, street trees and landscaping, and irrigation systems to meet City Standards, the requirements of this ordinance, the approval of the Council, and to the finished grades which have been officially approved by the City Engineer as shown upon approved plans and profiles. The**

Developer shall pave all streets and alleys with an asphalt plant-mix, and shall chip-seal streets and alleys within one year of construction.

5.2.1 Street cuts made for the installation of services under any existing improved public street shall be repaired in a manner which shall satisfy the Street Superintendent, shall have been approved by the Hailey City Engineer or his authorized representative, and shall meet City Standards. Repair may include patching, skim coats of asphalt or, if the total area of asphalt removed exceeds 25% of the street area, the complete removal and replacement of all paving adjacent to the development. Street cut repairs shall also be guaranteed for no less than one year.

5.2.2 Street name signs and traffic control signs shall be erected by the Developer in accordance with City Standards, and the street name signs and traffic control signs shall thereafter be maintained by the City. N/A

5.2.3 Street lights in the Recreational Green Belt, Limited Residential, General Residential, and Transitional zoning districts are not required improvements. Where proposed, street lighting in all zoning districts shall meet all requirements of Chapter VIIIB of the Hailey Zoning Ordinance. N/A

5.3 The Developer shall construct a municipal sanitary sewer connection for each and every developable lot within the development. The Developer shall provide sewer mains of adequate size and configuration in accordance with City Standards, and all federal, state, and local regulations. Such mains shall provide wastewater flow throughout the development. All sewer plans shall be submitted to the City Engineer for review and approval. At the City Engineer's discretion, plans may be required to be submitted to the Idaho Department of Environmental Quality (DEQ) for review and comments.

5.4 The developer shall construct a municipal potable water connection, water meter and water meter vault in accordance with City Standards, or other equipment as may be approved by the City Engineer, for each and every developable lot within the development. The Developer shall provide water mains and services of adequate size and configuration in accordance with City Standards, and all federal, state, and local regulations. Such water connection shall provide all necessary appurtenances for fire protection, including fire hydrants, which shall be located in accordance with the IFC and under the approval of the Hailey Fire Chief. All water plans shall be submitted to the City Engineer for review and approval. At the City Engineer's discretion, plans may be required to be submitted to the Idaho Department of Environmental Quality (DEQ) for review and comments.

5.4.1 **Within the Townsite Overlay District, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.** N/A

5.5 **The Developer shall provide drainage areas of adequate size and number to meet the approval of the Street Superintendent and the City Engineer or his authorized representative.**

5.6 **The Developer shall construct each and every individual service connection and all necessary trunk lines, and/or conduits for those improvements, for natural gas, electricity, telephone, and cable television to the property line before placing base gravel for the street or alley.**

5.7 **The Developer shall improve all parks and Green Space areas as presented to and approved by the Commission and Council.** N/A

5.8 **All improvements are to be installed under the specifications and inspection of the City Engineer or his authorized representative. The minimum construction requirements shall meet City Standards or the Department of Environmental Quality (DEQ) standards, whichever is the more stringent.**

5.9 **Installation of all infrastructure improvements must be completed by the Developer, and inspected and accepted by the City prior to signature of the plat by City representatives, or according to a phasing agreement. A post-construction conference shall be requested by the Developer and/or contractor and conducted with the developer and/or contractor, the City Engineer, and appropriate City departments to determine a punch list of items for final acceptance.**

5.9.1 **The Developer may, in lieu of actual construction, provide to the City security pursuant to Section 3.3.7, for all infrastructure improvements to be completed by Developer after the final plat has been signed by City representatives.**

5.10 **Prior to the acceptance by the City of any improvements installed by the Developer, three (3) sets of "as-built plans and specifications" certified by the Developer's engineer shall be filed with the City Engineer.**

CONCLUSIONS OF LAW AND DECISION

Based upon the above Findings of Fact, the Council makes the following Conclusions of Law and Decision:

1. Adequate notice, pursuant to Section 3 of the Hailey Subdivision Ordinance, was given for the public hearing.
2. Upon compliance with the conditions noted below, the application substantially meets the standards of approval set forth in the Hailey Subdivision Ordinance.
3. The application for Final Plat, dated December 2008, is approved by the Hailey City Council, with the following conditions:

a. All Fire Department and Building Department requirements shall be met. Items to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:
   i. An approved fire department turnaround will be required for Lot 15A before any construction begins.
   ii. The driveway shall be posted for no parking and will not be named. All homes shall have Silver Star Drive addresses; all addresses should be posted at the driveway entrance.
   iii. No encroachment of the fire lane width will be allowed without written approval from the City.
   iv. Turn-arounds or turnout and fire lanes must be permanently signed as such.
   v. The driveway shall meet all regulations of the International Fire Code.
   vi. The interior of the culvert shall contain the elevations of the property, shown at six inch (6") intervals.
   vii. Hydrant locations should be identified and pre-approved.
   viii. Building height shall be a maximum of 30'.

b. All City infrastructure requirements shall be met as outlined in Section 5 of the Hailey Subdivision Ordinance. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:
   i. Sewer service for Lot 15A shall be a pressure system.
   ii. A new water meter vault shall be installed in the driveway easement for Lot 15A.
   iii. All drainage shall be contained on site.
   iv. Drainage swales shall be designed and created on both lots to contain any surface drainage on the subject property and not allow it to flow onto adjacent properties. The drainage plan shall also include details for the design and appropriate placement of a box culvert to insure that there will be safe access to Lot 15A during times of high water. Such drainage shall be depicted on a grading plan and submitted to the City Engineer for his approval prior to Final Plat approval.

v. A drainage inspection to ensure surface drainage remains on the subject property shall be conducted and approved prior to issuance of a certificate of occupancy for new construction on the Lot 15A.
vi. Water and sewer service lines shall be designed to minimize or eliminate infiltration of flood waters into the systems and utilities shall be located and constructed to minimize flood damage.

c. The final plat submitted for signature shall include plat notes 1 through 12 as stated on the approved final plat dated December 2008.

d. Issuance of permits for the construction of buildings within the proposed subdivision shall be subject to Section 2.9 of the Subdivision Ordinance.

e. All improvements and other requirements shall be completed and accepted, or surety provided pursuant to Sections 3.3.7 and 5.9.1 of the Subdivision Ordinance, prior to recordation of the final plat.

f. The final plat shall be recorded within one year of the date of final plat approval. The final plat submitted for signature shall conform to the requirements found in Article 50-1301 (et. seq.) of the Idaho Code (as amended) and to the requirements set forth by Blaine County for digital plat submittals. The applicant shall provide the City with a letter-size or ledger-size photocopy of the recorded plat showing the instrument number and date of recordation.

g. Any subdivision inspection fees due shall be paid prior to recording the final plat.

h. Any applicable development impact fees shall be paid prior to recording the final plat.

Approved this _____ day of _____, 2009.

_____
Richard L. Davis, Mayor, City of Hailey

Attest:

_____
Mary Cone, City Clerk

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that on the _____ day of _____, 2009, I served a true and correct filed copy of the within and foregoing document upon the parties named below, in the manner noted:

[ ]	U.S. Mail Via Electronic Mail Via Facsimile Hand Delivered	John Bulotti PO Box 2875 Hailey, ID 83333 djbulotti@cox.net
[ ]	U.S. Mail Via Electronic Mail Via Facsimile Hand Delivered	Brian Yeager PO Box 425 Ketchum, ID 83340 byeager@svskylan.net
[ ]	U.S. Mail Via Electronic Mail Via Facsimile Hand Delivered	Dean Holter Idaho Capital, LLC P.O. Box 2326 Ketchum, ID 83340

CITY OF HAILEY

By_____
Becky Mead, Deputy Clerk

AGENDA ITEM SUMMARY

DATE: 01/21/2009 **DEPARTMENT:** Hailey Arts Commission **DEPT. HEAD SIGNATURE:**

SUBJECT:
Public Art Guidelines

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 Public Art Guidelines, the purpose of which is to provide a process for selecting, commissioning, placing, and maintaining the art purchased through Hailey's Public Art Program. These initial guidelines will be updated as necessary by the commission as the program evolves. The guidelines will be posted on the Arts Commission website, and are also being included in the mural grant application to the Idaho Commission on the Arts.

The guidelines have been reviewed and revised by the city attorney.

At this time, the Hailey Arts Commission seeks review and approval of the guidelines by the city council.

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:
Review and approve Hailey Public Art Guidelines.

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 # _____

City of Hailey, Idaho
Public Art Guidelines
For Managing Public Art Projects

In January of 2008, the Hailey City Council adopted an ordinance (Ordinance 999) which dedicates up to 1.25% of the total eligible costs of all eligible capital improvement projects to the purchase, creation, installation, administration, selection, management, maintenance, repair and conservation of public art. The Hailey Arts Commission (HAC) was designated to develop guidelines and determine how the program would be administered. The purpose of these guidelines is to provide a process for selecting, commissioning, placing, and maintaining the art purchased through Hailey's Public Art Program. The guidelines will be updated as necessary by HAC as the program evolves.

I. PURPOSE

The purpose of the City of Hailey's Public Art program is to integrate a wide range of public art into the fabric of the community and reflect the diversity and history of the community, points of view and artistic disciplines. To that end, artists can be valuable members of planning or design teams and primary resources in revitalization and construction, and making the City a cultural destination. The arts have been instrumental in creating unique public places throughout history that have yielded physical, social and economic benefits for a community.

The mission of the Public Art Program is to:

- Develop Hailey's identity as a cultural destination
- Make art of enduring excellence an essential element in the development and redevelopment of Hailey
- Use art to recognize the ethnic diversity that is and has been part of Hailey's history
- Include local, regional and national artists who can weave diverse artistic disciplines, cultural perspectives and life experiences into the fabric of Hailey's community
- Engage residents and visitors in a dialogue with art works that invite contemplation and enhance cultural awareness
- Broaden the role of the artist in the community and create opportunities for artists to pursue their careers in Hailey
- Provide for the proper maintenance of the Hailey Public Art Collection
- Ensure proper cataloguing of, and education about, the Hailey Public Art Collection

GOALS OF THE PUBLIC ART PROGRAM

In order to meet its mission, the Public Art Program defines goals in five areas:

1. Program Development

- To seek partnerships and collaborative opportunities for artists to work with community organizations, public agencies, private businesses and institutions
- To nurture the integration of art, architecture, and landscape architecture in Hailey
- To encourage art that is responsive to its site

- To address public art as early as possible in each project
- To encourage public participation in all phases of the art selection and installation process
- To build a City collection that represents broadly diverse styles and aesthetic attitudes

2. Funding

- To manage a fiscally sound and fully accountable Public Art Program
- To identify and pursue matching private, business and civic sources of revenue for public art projects

3. Public Art Maintenance

- To document, preserve and conserve all public art in the City's collection
- To ensure proper written and visual documentation and cataloguing of the Public Art Collection

4. Working With Artists

- To create meaningful opportunities for artists through public art projects and programs
- To provide opportunities for artists to collaboratively work with landscape architects, architects and engineers
- To provide training for area artists which can assist them in developing and proposing public art projects
- To commission and work with local, regional, and national artists
- To provide just compensation to artists for their work

5. Community Outreach and Public Education

- To encourage dialogue about public art
- To develop educational programs for the general public to promote understanding and acceptance of public art
- To establish opportunities for the participation of Hailey youth in public art projects
- To actively promote the City of Hailey's Public Art Program to a broad public through multiple venues and media

II. PLANNING AND IDENTIFICATION OF PERCENT FOR ART PROJECTS

A. Section 3.08.020 of the attached Public Art Ordinance defines eligible capital improvement projects for the City of Hailey.

B. Thro ugh the annual City budgeting process, eligible capital projects will be identified and the 1.25% will automatically be calculated in the budget software.

The HAC and the Public Art Coordinator will discuss with the City Administrator and each appropriate department head the public art program goals for upcoming improvement projects. The Public Art Coordinator will draft a project description for approval of the department and its commission or board. This description will become part of the overall annual Public Art Plan to be submitted to the participating Department Heads, and then City Council and Mayor for final approval. The participating department, the HAC, and the Public Art Coordinator may decide that funds from a specific improvement project are insufficient or that

the site is inappropriate for public art. Funds may be pooled for a project at another site or at a later date.

It is the responsibility of the city departments to contact the Public Art Coordinator should projects develop outside the scope of the planning meetings and as soon as funds are allocated for the eligible capital improvement projects.

D. When an annual Public Art Plan has been approved by City Council and Mayor, the HAC will determine the following issues:

1. percent for art funds allocated
2. opportunities identified through the annual planning process
3. design and construction schedule
4. selection panel members
5. selection process options

E. The architect or engineer invited to submit a proposal for an improvement project shall be advised by the participating department about the Public Art Ordinance and guidelines and will be introduced to the Public Art Coordinator and HAC commissioner(s) working on the respective project.

III DEDICATION AND DISBURSEMENT OF FUNDS

Allocation and disbursement of funds:

A. City funding for the arts is allocated as a component of the annual budget either during budget development or during the interim budget process. Allocations for capital improvement projects include funding for eligible public art projects, consistent with eligibility criteria and with the funding formula.

B. Allocations for public art components of capital projects will be separately budgeted within the capital project and must be approved by City Council. Project funds (i.e., the "1% for public art") will be separately budgeted and reserved within a designated fund until paid in accordance with the contract(s) signed with artists for the respective projects. Reports will be annually prepared by the Public Art Coordinator and HAC to identify the actual status of each public art project.

C. The program administration portion (i.e., the 0.25 % for administration, maintenance, education, etc.) associated with each capital public art project will be transferred into the Hailey Public Art Fund when the project has been officially initiated by the HAC and the applicable department. The total transferred will not exceed the approved operating budget for the public arts program for the fiscal year in which the project is approved. However, the HAC may propose allocation of program portion funds to support additional project management staff necessary to sustain project development and continuity. The HAC may also propose a carry forward of remaining year-end program administration portion funds to meet identified subsequent years' maintenance needs. This proposal to carry funds forward shall be incorporated into the "rebudget" process for the city as a whole at fiscal year end.

D. Any interim adjustments to the public art budget will be considered and approved within the city's interim budget process. Interim adjustments approved for the public art program will be budgeted and accounted in the same manner as those approved in the annual budget.

E. Th e Public Art Coordinator is responsible for contracting with artists and assuring payments are made following city guidelines for disbursement.

IV CONFLICT OF INTEREST

A. Each member of the HAC shall be governed by the Ethics in Government Act, Idaho Code §§59-701, et seq, as amended.

V APPLICATION OF PUBLIC ART FUNDS: INCLUSIONS

1% for art funds may be spent for:

A. Artist's fee for serving on a design team

B. A work of art, including:
   1. artist's design fee
   2. city required permits
   3. labor and materials
   4. operating costs
   5. project related travel
   6. transportation of the work to the site
   7. Installation

C. Frames, mats, mounting, anchorages, containments, pedestals, or other materials necessary for the installation and/or security of the work

D. Slides and other documentation by the artist or his/her representative

E. Insurance

F. 5-10% contingency may be set aside at the beginning of a project, and returned to the Hailey Public Art Fund if not used

The .25% for art funds may be spent for:

A. Maintenance of public art, which can be pooled with maintenance funds generated from other art projects and carried over from year to year for perpetual maintenance of the entire public art collection

B. Administration of the selection process including development and printing of a "Call for Artists" (RFQs – Request for Qualifications or RFPs – Request for Proposals), mailing, promotion of the project, etc.

C. Fees for consultants or contractual management of a public art project.

D. Community education

E. Dedications and publicity, including identification plaques and labels

F. Slides, video or other documentation

G. Special projects approved by HAC such as local artists' skill development workshops or projects

VI APPLICATION OF PUBLIC ART FUNDS: EXCLUSIONS

Public Art funds may not be spent for:

A. Reproductions of original artworks

B. Decorative or functional elements designed by a project architect, landscape architect, or their consultants, without artist collaboration

C. Art objects which are mass produced of standard design, such as playground equipment or fountains

D. Directional elements such as signs, maps, color coding, unless designed and/or executed by an artist

E. Architect's fees unless the architect was acting in a consultant capacity for the artist

VII SELECTION PANEL APPOINTMENTS

A. Panel Structure:

Selection Panels will be comprised of at least the following:

1. Voting Members:
   a. Participating Department Representative
   b. Hailey City Council Member or designee
   c. HAC Member
   d. Community Representative, preferably from project "impact area"
   e. Artist not involved with the respective capital project

2. Non-Voting Members:
   a. Public Art Coordinator (facilitator)
   b. Project Architect, Landscape Architect, Interior Designer, or Engineer
   c. Hailey City staff members acting in a technical advisory capacity

B. Method of Appointment:

The participating Department Head will select the representative from the department (staff, board or commission) whose capital project generated the public art funds and recommend an appropriate City Council member. The HAC will recommend the appointment of the selection panel members representing the HAC

and an artist. The community representative can be recommended by the department, HAC or selected from a reference list, continually updated by the Public Art Coordinator.

C. Length of Term:
Each Selection Panel shall serve through the completion of one public art project.

VIII SELECTION AND APPROVAL PROCESS: DEPARTMENT, HAC, PUBLIC ART COORDINATOR AND PANEL PROCEDURES, RESPONSIBILITY:

A. Participating Department, HAC, Public Art Coordinator Responsibilities
The participating department, the HAC and the Public Art Coordinator shall determine if the public art opportunity will be to:

a. commission site-specific work,
b. purchase works of art for the city's portable works collection,
c. or commission works of specific duration which would be documented for future reference after the life of the piece.

The participating department, the HAC and the Public Art Coordinator will also determine one of the following methods of artist selection:

a. Design Team: An open competition may be held for the design team.
b. Open Competition: Any artist applies, subject to limitations established by the participating department, HAC, or Public Art Coordinator.
c. Invitational: One or more artists are invited by the participating department, HAC and Public Art Coordinator to submit proposals or be interviewed by a Selection Panel.
d. Direct Purchase: A completed work of art is selected.

B. Selection Panel Orientation
At the first meeting, the Public Art Coordinator will provide an orientation for each Selection Panel including a public art slide show, review of program guidelines, an orientation to the specific project, and a review of any goals already established by the participating department and the HAC.

C. Selection Panel Responsibilities

1. Reserve the option of making no selection. If no proposal or artist is accepted, the Selection Panel has the right to reopen the competition or to propose other methods of selection.

2. Approve all recommendations by consensus or a majority vote.

3. Forward the semi-finalist and final artist recommendation to the Public Art Coordinator who will present the semi-finalist and artist recommendation to the city department, HAC, and Hailey City Council for approval.

4. Hold all Selection Panel meetings in accordance with the Idaho Open Meetings law.

IX SELECTION CRITERIA:

A. Selection Criteria for Acquisitions

Criteria to be used when considering acquisition of artwork by either purchase or commission shall include, but not be limited to the following:

1. Inherent artistic quality.

2. Context: Works of art must be compatible in scale, material, form, and content with their surroundings. Consideration should be given to the architectural, historical, geographical and socio-cultural context of the site.

3. Media: All forms of visual art conceived in any medium, material, or combination thereof including disciplines and media which are of specific duration and which are documented for public accessibility after the life of the piece has ended.

4. Permanence: Due consideration shall be given to the structural and surface soundness, and to inherent resistance to theft, vandalism, weathering, and excessive maintenance or repair costs.

5. Public Safety: Each work shall be evaluated to ensure that it doesn't present a hazard to public safety.

6. Diversity: The City of Hailey is committed to acquiring artworks that are reflective of diverse cultural communities and perspectives. To that end, the city shall seek artwork from artists of diverse backgrounds. The program shall also strive for diversity in style, scale, media and numbers of artists represented. There shall be encouragement of exploratory types of work as well as established art forms.

7. Feasibility: Proposed projects shall be evaluated relative to their feasibility and convincing evidence of the artist's ability to successfully complete the work as proposed. Factors to be considered include, but are not limited to: project budget, timeline, artist's experience, site considerations, appropriateness of materials and city approval requirements.

8. Duplication: To assure that the artwork will not be duplicated, the artist will be required to warrant that the work is unique and an edition of one unless stated to the contrary in the contract.

B. Design Team criteria:

1. Ability to think conceptually
2. Ability to communicate and be flexible
3. Ability to work with architectural drawings
4. Ability to understand the project from the various perspectives of design team members
5. Prior experience with collaborative group work situations

X PLACEMENT OF WORKS OF ART:

A. W hile it is the intent that site specific works will remain in the site for which they were created, the City of Hailey reserves the right to move a piece if circumstances dictate (See XI below).

B. W orks of art which are not site-specific may become part of the portable rotating collection and will move throughout city property at the discretion of HAC and the Public Art Coordinator, taking into account requests from various departments.

C. Works of art commissioned to be of specific duration will be documented either by the artist(s), the Public Art Coordinator or the HAC via digital or photographic imagery, video, and/or written materials.

XI RE-SITING OF WORKS OF ART:

A. Th e HAC may consider re-siting an artwork for one or more of the following reasons:

1. The condition or security of the artwork can no longer be reasonably guaranteed at its current site.

2. The artwork has become a danger to public safety in its current site.

3. The context of the site has changed so that the artwork has become significantly incompatible to the site or the work is compromised due to the change in the relationship to the site.

B. Once HAC has determined that an artwork meets one or more of the above criteria for re-siting, the following process is initiated:

1. HAC will make a documented, diligent, good faith attempt to notify/meet with the artist pursuant to the Visual Artists Rights Act of 1990 to discuss the proposed re-siting.

2. If the artist agrees to the proposed re-siting, the recommendation will be referred by the HAC to City Council for approval.

3. If the artist does not agree to the proposed re-siting, he/she will have the right to prevent the use of his/her name as the author of the artwork, but no right to prohibit its relocation.

XII MAINTENANCE AND MANAGEMENT OF PUBLIC ART:

A. It is th e responsibility of HAC and the Public Art Coordinator to maintain all works of art in the City's public art collection:

1. HAC and the Public Art Coordinator will maintain a computer database inventory of artworks owned by the City.

2. A portion of the up to .25 % will be set aside for maintenance. Where allowable, these funds will be pooled to be used for the Public Art Collection as a whole.

3. The original artist, a professional conservator, person(s) trained by a conservator, or a professional with the technical expertise necessary for a particular artwork will be consulted or hired to provide maintenance and conservation work for all works of art in the City's public art collection.

B. Participating Dep artments must notify the Public Art Coordinator immediately if an artwork is either damaged or stolen, or if the participating Department plans to move to another location or in any way disrupt the artwork.

XIII DEACCESSIONING:

All requests for deaccessioning of works of art shall be referred to the HAC, which will make a recommendation to the Hailey City Council for consideration. The deaccessioning of any works of art, which are city assets, must comply with Idaho law governing the disposal of surplus property.

XIV GUIDELINE DEFINITIONS:

Architect/Engineer: The person or firm designing the improvement project to which the Percent funding applies.

Artist: A person generally recognized by his/her peers and arts professionals, with a record of accomplishment in recognized artistic institutions, who produces works of art on a regular basis.

Hailey Arts Commission (or HAC): The Commission appointed by the Hailey City Council and Mayor to guide the direction matters pertaining to the arts for the City of Hailey.

Deaccessioning: The procedure for the removal of an artwork from the public collection.

Design Team: The collaborative team consisting of the architect, landscape architect, engineer and artist. Through the incorporation of the artist's perspective into materials selection, spatial considerations, overall design approach, and the inclusion of artwork, facilities can become more aesthetically fulfilling and humanly oriented places.

Improvement Project: A capital improvement project paid for wholly or in part by the City of Hailey as defined in Section 3.08.020 of the Municipal Code.

Participating Department: A Hailey City Department that is subject to the public art ordinance by virtue of its sponsorship undertaking of a capital improvement project.

Public Art: Original works of art which are accessible to the public and/or public employees and which may possess functional as well as aesthetic qualities (see Works of Art for further clarification).

Public Art Collection: All works of art owned by the City of Hailey that are site-specific, part of a portable works collection, and purchased through the Public Art Program or donated to and accepted by the City of Hailey.

Public Art Consultant or Project Manager: The person contractually hired by the City of Hailey to manage all functions of a public art project.

Public Art Coordinator: The person on Hailey city staff to coordinate all aspects of the Public Art Program and to share the vision for the program. This person manages public art projects or contracts a Public Art Consultant or Project Manager to manage public art projects. This person also works with the Department Heads, City Administrator and the HAC to develop public art goals for percent-for-art projects and with private individuals, developers, or businesses to include public art in private projects or as part of public/private partnerships.

Public Art Plan: This is a document created by the HAC and Public Art Coordinator, with support, review and approval of Department Heads and the City Administrator, on an annual basis, for final approval by the Hailey City Council. It is the blueprint of the public art projects to be implemented.

Selection Panel: The panel appointed by HAC responsible for the artist selection process, reviewing proposed works of art, and recommending artist selections to the HAC and Hailey City Council.

Works of Art: All forms of visual art conceived in any medium, material, or combination thereof, including but not limited to: paintings, murals, original prints, drawings, sculpture, stained glass, calligraphy, mosaics, photographs, ceramics, wood, metal, fiber, plastics, moving image art, reliefs, mobiles, fountains, kinetic or electronic artworks, furnishings (such as seating), lighting, artist-designed landscape elements, and works affecting the infrastructure (such as pavers, utility hole covers, tree grates), and may include disciplines and media which are of a specific duration such as temporary visual projects that can be documented after the life of the piece has ended.

XV ORDINANCE PASSED BY HAILEY CITY COUNCIL ON 14 January 2008 (SEE ATTACHED)

AGENDA ITEM SUMMARY

DATE: 01/21/2009 **DEPARTMENT:** Hailey Arts Commission **DEPT. HEAD SIGNATURE:**

SUBJECT:
Idaho Commission on the Arts Grant Application for
the J.C. Fox Building Mural project

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 J.C. Fox Building Mural project. The funding requested from the Idaho Commission on the Arts is $10,000. The commission has also secured $2,940 of in-kind contributions from local businesses. With the $10,000 allocation late last year by the City Council, the budget total for the project is $22,940.

At this time, the Hailey Arts Commission is seeking formal authorization by the city council for Mayor Rick Davis to sign the grant 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:
Approve mayoral signature of Idaho Commission on the Arts 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 # _____

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, Idaho

Contact Name and Title Tracy Anderson, Public Art Coordinator

Street Address 115 Main St. S, Ste H P.O. Box _____

City Hailey State ID Zip 83333 County Blaine

Phone Day 208-788-4221, ext. 26 Evening 208-788-3796 Cell _____

Fax 208-788-2429 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 $_____
Period of support requested ..... Start Date_____ End Date _____
(QuickFund$ Projects cannot begin until 3 weeks after deadline.)

Public Art & Cultural Facilities ☒Public Art ☐Capital Expenditure
☐Feasibility Study ☐Renovation/Construction

♦ U.S. Congressional District 1☐ 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 104 Federal Tax ID# 82-6000201 (required)

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

A 25' x 9' mural on the west wall of the public meeting room in City Hall. The mural will depict Hailey's history up to the modern day, emphasizing Hailey's diversity and natural beauty. Evoking a strong sense of place and engendering civic pride are key elements of the mural concept.

Budget Summary
Fiscal Year Start Date October 1, 2008 Fiscal Year End Date September 30, 2009
Annual Operating Budget of Organization $ 10.7 million

QuickFund$, Public Art & Cultural Facilities applicants include: Total Project Revenues $ 22,940
Total Project Expenses $ 22,940

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.

_____
Authorized Staff/Project Coordinator Date

_____
Financial Officer Date

_____
Authorizing Official (person able to legally obligate the applicant) Date

BUDGET FOR ORGANIZATIONS FORM 5-B

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

Name City of Hailey, Idaho Federal Tax ID # 82-6000201

Check one of the following boxes:

☐ **QUICKFUND$** ☒ **PUBLIC ART** ☐ **CULTURAL FACILITIES**

List expenses and income that directly relates to the cost of the project described in this application. Refer to the *Glossary* for an explanation of terms. (You may add one page for itemizations.)

Identify which income sources are pending.

EXPENSES		INCOME	
Staff		Admissions/Ticket Sales	$
Project/Grant Management $25/hour x 144 hours	$ 3,600	Contracted Services	$
Installation/City Street Crew $12/hour x 16 hours	$ 192		
Project Support/Commissioners $13/hour x 30 hours	$ 390		
Outside Fees and Services		Government Support (Identify source)	$
Artist Fee (includes insurance)	$ 15,000		
Finalist Design Proposals (3)	$ 750		
Production		Other Revenue (grants, contributions, memberships, subscriptions, etc.) (Identify source)	$
Materials	$ 650		
Installation Equipment	$ 100		
Travel	$ 0		
Remaining Operating Expenses		Applicant Cash	$ 10,000
Postage & Shipping	$ 600		
Conservation & Maintenance	$ 1,358	Grant Amount Requested	$ 10,000
Space/Facility Rental	$ 0		
Marketing/Promotion		In-kind Contributions	$ 2,940
Artist Workshop	$ 75		
Finalists' Public Meeting	$ 75	(Complete Supplement A, page 41)	
Dedication Ceremony	$ 150		
Capital Expenditures (See *Glossary*, page 60) Capital Expenditures can be used only for Cultural Facilities (itemize).	$ 0	In-kind can be used only for QuickFund$ and Feasibility Studies.	
TOTAL CASH EXPENSES	$ 22,940	**TOTAL INCOME**	$22,940

INCOME MUST EQUAL EXPENSES

Total Annual Budget of Organization $ 10.7 million

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, Idaho 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)		
Technical Support $25/hour x 40 hours	Mark Johnstone	$ 1,000
Project Support $13/hour x 30 hours	Arts Commissioners	$ 390
Other		$
Space/Facilities Rental		$
Travel		$
Marketing/Promotion		$
Capital Donations* (itemize)		$
Operating Expenses* (itemize)		
Paint	Hailey Paint & Supply	$ 300
Masonite Panels/Materials	Idaho Lumber	$ 350
Refreshments (Artist workshop, finalist open house Dedication ceremony)	Atkinson's Market	$ 300
Transportation of Artwork to City Hall	Sun Valley Transfer & Storage	$ 600

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

TOTAL IN-KIND CONTRIBUTIONS: $ 2,940

Narrative

1. **Describe your organization; include structure, mission statement, brief history, programs and services**

The City of Hailey is structured under the Mayor-Council system of government. The executive branch of the city, headed by the mayor, is responsible for the day-to-day administration of city affairs. The council has the legislative or policymaking powers in the city.

Mayor Rick Davis and the Hailey City Council recognize that as Hailey is the population center of the Wood River Valley, it falls to the city to meet the needs of the greater community while maintaining the intimacy of a small town. The City of Hailey works in cooperation with its boards and commissions to provide the best possible services and quality of life to Hailey citizens. In April 2006, former Mayor Susan McBryant and the City Council formed the Hailey Arts Commission in recognition of the important role the arts play in the cultural and economic life of the entire community of Hailey. The mission of the Hailey Arts Commission is to enhance the culture of the Hailey community by providing leadership, advocacy and support of the arts. Since its inception, the Hailey Arts Commission has achieved the following:

- Participated in a strategic planning workshop with Delta James, the Community Development Director for the Idaho Commission on the Arts.
- Participated in a Public Art Workshop with Karen Bubb, Boise City Public Art Manager.
- Conducted an *Arts and Culture Community Survey*.
- Proposed Ordinance 999, Public Art, to the Mayor and Hailey City Council. The ordinance was adopted, thereby establishing a Percent for Public Art program. This ordinance mandates that 1.25% of the total construction costs of all city capital improvement projects be set aside and used for public art in the city.
- Proposed to the Mayor and Hailey City Council naming July 2008 as *A Month of Art* in Hailey. The request was approved, and the Hailey Arts Commission coordinated a number of activities to celebrate *A Month of Art*, including art displayed up and down Main Street and a Night of Music on July 14, with live, free music happening at 18 venues throughout town.
- Proposed to the Mayor and Hailey City Council the adoption of *Public Art Guidelines*, a document that covers all aspects of administering and managing Hailey's public art program, from general goals to the process for selecting artists or works of art. Financial and general administrative procedures are also detailed.
- Launched a Hailey Arts Commission website (www.haileycityhall.org/ArtsCommission/index.asp).
- Proposed to the Mayor and Hailey City Council the development of a mural project in the public meeting room of the Fox Building (City Hall). The request was approved and the City Council allocated $10,000 towards the project.

2. **Describe the public art project for which you are seeking funds, timeline, proposed accessibility of public art site, and plans for long-term care and conservation.**

The project is a 25' x 9' mural on the west wall of the public meeting room in Hailey City Hall (the historic J.C. Fox Building). The mural will depict Hailey's history up to the modern day, emphasizing both the diversity and natural beauty of Hailey. Evoking a strong sense of place and engendering civic pride are key elements of the mural concept.

The mural will be completed off site, on movable panels, and then installed in the public meeting room. The commission chose this approach to minimize disruptions in the meeting space, to allow for the flexibility to exhibit the work in other locations, or to move the work should City Hall ever relocate.

The City Hall public meeting room was chosen as the project site for several reasons. **First**, it is a public space and receives a significant amount of use by diverse groups of people, so exposure potential is high. The layout of the space is completely open – there are no doors or walls separating the meeting space from the common lobby of City Hall, so even the ordinary day-to-day business of coming to City Hall results in access to the mural. It does not require attending a meeting to access this artwork. **Second**, the project will clearly demonstrate the city's commitment to public art in an effective way, leading to increased interest and support of public art in our city. **Third**, in the commission's *Arts and Culture Community Survey*, 29% of respondents prefer municipal buildings for placement of public art (the highest percentage of responses). **Finally**, the chosen site is a secure one; the artwork will be readily protected and preserved.

The timeline that is currently proposed is as follows.

- **Call for Artists / Request for Qualifications** - July 2009
- **Artist Workshop / How to Apply** - July 2009
- **Selection Panel Composed** - August 2009
- **Review Submissions / Select Finalists** - September 2009
- **Proposals on Display for Comment / Public Meeting with Artists** - November 2009
- **Finalist Interviews / Panel Selects Artist** - December 2009
- **Commission and Council Review and Approval** - December 2009
- **Contract Award** - January 2010
- **Production** - February – May 2010
- **Installation** - June 2010
- **Project Closeout & Final Report to ICA** - July 2010

The long term care and conservation of the mural is the responsibility of the Hailey Arts Commission and the City of Hailey. The City of Hailey Public Art Fund may be used for conservation and maintenance purposes. The Hailey Arts Commission will provide guidance in the event of damage or required repairs. The commission will obtain, as part of the project records, any recommended maintenance procedures for the mural. If necessary, the commission would obtain further input, and possibly direct assistance, from the original artist for the care of the artwork. In the event the original artist is not available, recommendations and/or assistance would be sought from a comparable source.

3. Describe the process for selecting artists or consultants.

The Hailey Public Art Coordinator, Tracy Anderson, will manage the project with direct technical support by ICA Regional Public Arts Advisor and Hailey Arts Commissioner Mark Johnstone and general support by the Hailey Arts Commission. There is a mentoring component involved in organizing the project this way, and this is viewed by both the city and the commission as a long-term benefit to Hailey's public art program. Tracy's proven coordination skills and Mark's extensive public art experience will serve the project well, and will be a model that will be used for subsequent projects.

The Hailey Arts Commission and the Hailey Public Art Coordinator will follow Hailey's recently adopted *Public Art Guidelines* in carrying out the process for selecting an artist. The commission and coordinator will create and issue the *Call for Artists - Request for Qualifications*. The RFQ will clearly define the scope of the project, including the commission's concept of the project, the project's scale and function, the project timeline and the budget. The RFQ will also detail the project process, from the artist workshop to installation of the final work to the dedication ceremony, and will call out the responsibilities of the artist in this process. It is anticipated that the RFQ will be cast throughout Blaine County.

Once the RFQ is issued, an artist workshop will be held to assist artists in understanding the scope of the project and how to submit a qualifications package for the project. Mark Johnstone, a Hailey Arts Commissioner and a Regional Public Art Advisor for the ICA, will lead the workshop with support from the Public Art Coordinator.

In August, the Hailey Arts Commission, with input and direction from city staff as defined in the *Public Art Guidelines*, will appoint the selection panel. The panel will consist of a city staff representative, a City Council member or their designee, an arts commissioner, a community representative, and an artist not involved with the project.

In September, the selection panel will meet to select not more than three finalists. The Public Art Coordinator will provide an orientation and facilitate the meeting. The finalists will produce a design proposal.

In November, the finalists' proposals will be placed on public display for public comment, and one public meeting / open house with the artists will be held.

December will conclude the selection process, with selection panel interviews of the three finalists, resulting in a recommendation to the Hailey Arts Commission of a final selection. The Hailey Arts Commission will approve the selection and forward the recommendation to the Hailey City Council.

4. Describe the artist's involvement with this project.

The artist's involvement with the project will include the following:

- Make a presentation of the final design proposal to the Hailey Arts Commission and Hailey City Council.
- Review and agree to Artist Contract set forth by the City of Hailey and the Hailey Arts Commission.
- Attend a bi-weekly progress meeting with the Public Art Coordinator and Hailey Arts Commission representatives.
- Support an agreed-upon number of visits to the artist's studio during production, by the Public Art Coordinator and Hailey Arts Commission representatives. At least one studio visit will include student artists.
- Assist the Public Art Coordinator and the Hailey Arts Commission in documenting the project as it progresses, with digital images and artist notes. The images and notes will be used to create a brochure about the project, to be used for outreach and education.

- Participate in a select and limited number of media opportunities, facilitated by the Public Art Coordinator and the Hailey Arts Commission, in order to advocate the significance of public art in the community.
- Design signage to coordinate with, and be installed with, the project.
- Complete a *Public Art Conservation Record* to be submitted at project completion.
- Participate in the Dedication Ceremony.

5. Describe the community involvement with this project.

The Hailey Arts Commission has defined two important key elements in the mural concept: evoking a strong sense of place and engendering civic pride. The two elements are strongly connected. Hailey's rapid growth in the last decade has resulted in a city on the brink of losing its identity; a collective forgetting of why we live here. The commission's hope is that this mural project will be the beginning of preserving and communicating those things that define Hailey, and igniting civic pride in the process. Community involvement activities include the following:

- Responding to the results of our *Arts and Culture Community Survey*. On the question of what participants value most in our community, 42% ranked small-town community/quality of life as the top value. 59% believe that arts and culture brings enrichment and builds community. 95% think it is important to have public art as a part of our community.
- Placing finalist proposals on display for comment, and also hosting a meeting / open house with the finalists.
- Posting project progress reports, with photos, on the commission's website, and inviting comment.
- Inviting student artists to participate in a studio visit during production.
- Inviting the community to assist or simply be present during installation.
- Creating a Dedication Ceremony that will bring the community together to celebrate the new art work.

6. Describe how your plans address ADA and Section 504 accessibility requirements.

The artwork will be sited in the open public meeting room of Hailey City Hall, which is ADA compliant, and will be accessible to all.

Section 504 of the Rehabilitation Act of 1973 is a national law that protects qualified individuals from discrimination based on their disability. Section 504 forbids organizations and employers from excluding or denying individuals with disabilities an equal opportunity to receive program benefits and services. It defines the rights of individuals with disabilities to participate in, and have access to, program benefits and services. The City of Hailey and the Hailey Arts Commission are committed to including the features necessary to make the artwork accessible to those with disabilities.

Both ADA and Section 504 requirements will be included in the Call for Artists, considered during the artist selection process, and incorporated into the art design as necessary.

Tracy Anderson

City of Hailey, 115 Main St. S, Ste. H, Hailey, ID 83333
Phone: 788-4221, ext. 26
tracy.anderson@haileycityhall.org

Relevant Experience

- **Public Art Coordinator / Communications Coordinator / Deputy Clerk, City of Hailey**
  October 2004 - Present

  I was recently formally assigned as Public Art Coordinator and Communications Coordinator, though I have been responsible for a number of activities and tasks in these areas for several years. My responsibilities as Public Art Coordinator are outlined in the city's *Public Art Guidelines*, and involve coordination of the public art program, and working with the Hailey Arts Commission and city departments. The Fox Building (City Hall) Mural will be the first public art project undertaken in this new role.

  Communications Coordinator responsibilities include strategic planning, identifying and pursuing opportunities to strengthen the city's image and increase public involvement, writing press releases, editing and improving the website, creating a city Intranet site, authoring the monthly city newsletter, creating unified documents and identity pieces, among other duties. I am currently crafting (and will be responsible for implementing) a City of Hailey Communications Plan, the first to be created in the city's history. While interacting with most city departments and staff, I report directly to the City Administrator.

- **Business Development Coordinator, Power Engineers, Inc.**
  Fall 1994 to Fall 2003

  As a Business Development Coordinator, I was responsible for organizing, planning, writing and coordinating proposals to prospective clients. Projects ranged in value from $50,000 to several million dollars in a wide variety of engineering disciplines. I worked with small teams of people in multiple offices to produce high-quality proposals under tight deadlines. Computer skills involved in this role included high volume use of e-mail for communication as well as routing of attachments; Internet and Intranet, word processing, desktop publishing and other computer programs.

  My public relations responsibilities included planning and coordinating tradeshow exhibits, special events and presentations; coordinating photo shoots, writing and editing feature articles, writing press releases, writing web site content, and writing and layout of advertisements and brochures.

  As a tertiary responsibility, I was involved in identifying potential new clients, making introductory contacts, planning marketing trips and scheduling appointments for Senior Project Managers/Engineers. I periodically accompanied Senior Project Managers/Engineers on marketing calls.

  Among many responsibilities for this position were file management (both electronic and hard copy), updating the business development procedures manual (which I originally composed), writing business letters, qualifications documents and other marketing materials. I also edited the written work of colleagues, including Project Managers, Engineers and fellow Department Members. During this period I also developed the electronic file management system for all of Power's marketing documents.

Strengths and challenges in this role included self-initiation of projects, developing strong oral and written communication skills, having a necessary attention to detail, an ability to produce high-quality work under relentless pressure, organizing projects among multiple offices and demanding team members; and translating complex topics into plain English.

- **Web Site Editor, Power Engineers, Inc.**
  1999-2000

  In addition to my Business Development Coordinator responsibilities, I was the Web Site Editor for two years. I led the effort to develop the Power Engineers web site, which was launched in the fall of 1999.

  I developed the design concept and theme of the site, and led a diverse group of team members to agreement on implementation of the concept. I also wrote a large portion of the text, and edited all text for continuity of theme and presentation, and readability.

  I worked closely with a consultant to provide programming for the site, and directed them in achieving a product that reflects Power's culture and capabilities.

- **Manager of Business Development, Power Engineers, Inc.**
  Spring 1991 to Fall 1994

  I managed Power's Business Development Group for more than three years. The group began with about six people, grew to 12 people, and then was reduced in size due to company restructuring. Through these ups and downs, my administrative responsibilities included hiring, terminations, training, employee evaluations, and providing overall direction and guidance. Leadership responsibilities were to help people live up to their potential, be a positive role model, and encourage, support and/or implement new ideas.

  Other responsibilities were market planning, tracking potential projects, and reporting progress and results. I also planned and chaired Power's annual marketing retreat, attended trade shows as a Power representative, and entertained prospective clients.

Management and Leadership Training

- The Excellence Series
- Managing the Customer Satisfaction Process
- The Effective Facilitator
- Essentials of Effective Management

Education

- High School Graduate, 1977
- Various college and personal enrichment courses. Among others, English Composition, Fiction Writing and First Aid/CPR.

Mark Johnstone
Post Office Box 4350
Hailey, Idaho 83333
ph/fax: 208.788.3788
cell: 208.720.5578
<markjohnstone@cox-internet.com>

Selected Professional Activities

Arts Commissioner, City of Hailey, Idaho	7/2006 — present
Consultant	
Idaho Commission for the Humanities	10/07 & 9/08
Idaho Commission on the Arts	10/05 — 05/06
Sun Valley Center for the Arts (exhibitions/publication)	1/06 — 6/07
Member City of Ketchum (Downtown Master Plan Design Team)	9/06 — 2/08
Photography Editor, *International Documentary* magazine (January 2005 – January 2007 issue)	10/04 – 10/06

Note: Lived in Los Angeles from 9/1977 to 8/2004. Relocated to Idaho 9/2004.

Arts Manager II, Cultural Facilities Division — 12/03 – 9/04
Cultural Affairs Department, City of Los Angeles

Senior Project Coordinator, Business Services Group — 10/01 – 11/03
Workforce Development Division
Community Development Department, City of Los Angeles

Arts Manager II, Public Arts Administrator — 1/1995 – 10/2001
Cultural Affairs Department, City of Los Angeles

Vice President and Exhibitions Curator — 1988 - 1992
Security Pacific Corporation (merged with BankAmerica Corporation 1/92)

Author, over 350 articles, reviews or essays for exhibition catalogues, periodicals and books in the United States, Canada, Europe and Japan. Recent publications:

Epicenter – San Francisco Bay Area Art Now (co-authored with Leslie Holzman), San Francisco: Chronicle Books, 2002

Urban Surprises – Public Art in Los Angeles, Los Angeles: Balcony Press, 2002, essayist

Contemporary Art in Southern California
Sydney, Australia: Craftsman House, Sydney, Australia, 1999

Between Heaven and Nature, Photographs of the Getty Center by Joe Deal (Los Angeles: Getty Trust Publications, 1999), essayist

Freelance Curator, over 60 exhibitions since 1980, including:

"The Garden of Earthly Delights: Photographs by Edward Weston and Robert Mapplethorpe" (catalogue/traveling)
University of California Museum of Photography Riverside, 1995
Baltimore Museum of Art, 1995
International Center of Photography (Midtown), New York City, 1995

"Joe Deal: Southern California Photographs 1976 - 1986,"
Municipal Art Gallery, Barnsdall Park, Los Angeles, 1992
(book: University of New Mexico Press, 1992)

"Eileen Cowin & John Divola: Recent Work, No Fancy Titles"
Museum of Contemporary Art, La Jolla, CA, 1985
(catalogue/traveling internationally through 1987)

Consultant
Primary advisor about contemporary California photographers to Min Gallery, Tokyo, Japan, 1986 - 88. Commissioned author for 13 monographs. Made trips to Tokyo and Osaka.

Consultant, advisor or board member to non-profit art organizations, book publishers, exhibition curators, educational institutions, project fundraisers, grant writers and art institutions since 1980.

Guest speaker, juror and panelist at over 120 colleges and universities, non-profit spaces, museums and professional conferences since 1976.

Educator
Undergraduate and graduate courses in studio art and art history at various institutions 1975 to 1992 including Art Center College of Design, The Colorado College, California State University at Fullerton, Otis Art Institute and University of California at Riverside.

Artist
Mixed media and photography. Over seventy solo and group exhibitions in the United States, Europe and Japan. Works in permanent museum collections. Participant in over 150 mail art exhibitions, 1978 to 1986, worldwide.

References and a comprehensive listing of all activities are available upon request.

Hailey Arts Commission

Commissioner Roster

MARK JOHNSTONE, CHAIR
Writer, Curator, Artist and Arts Consultant
788-3788 (H)
720-5578 (C)
markjohnstone@cox-internet.com

JOE CASTLE, VICE CHAIR
Sculptor
788-1305 (H)
450-9116 (C)
joscastle@aol.com

MELISSA GRAVES BROWN
Artist
721-0447 (C)
gravesbrown@cox.net

ANDREW LEWIS
Music Director, Wood River Orchestra
Instructor, Blaine County School District
928-6448 (H)
drclock@gmail.com

PAT ROBINSON WEBB
Artist, Musician, Owner Blue Heron Frame Shop
788-5030 (W)
720-1979 (C)
blueheron@cox.net

JIM SPINELLI
Executive Director, Hailey Chamber of Commerce
788-3484 (W)
481-1112 (C)
jim@haileyidaho.com

Hailey Mayor and City Council

	Professional Affiliations
Mayor Rick Davis City Hall: 788-4221 Business: 726-9341 Home: 788-4394 Cell: 727-7728 Email: rick.davis@haileycityhall.org	Library Board Liaison Historic Preservation Commission Liaison Ex Officio, Hailey Chamber of Commerce Sun Valley / Ketchum Rotary Club American Land Title Association National Association of Building Contractors
Council President Martha Burke City Hall: 788-4221 Home: 788-3144 Cell: 720-2682 Email: burkefamily203@cox.net	Chair, Airport Authority Hailey Arts Commission Liaison
Councilman Don Keirn City Hall: 788-4221 Home: 788-4659 Email: don.keirn@haileycityhall.org	Member, E911 Committee Fly Sun Valley Alliance Blaine County Housing Authority Liaison
Councilwoman Carol Brown City Hall: 788-4221 Business: 727-5002 Home: 788-6229 Email: carol.brown@haileycityhall.org	Parks & Lands Board Liaison Tree Committee Liaison Idaho Mediation Association, Certified Mediator
Councilman Fritz Haemmerle City Hall: 788-4221 Business: 578-0520 Home: 788-4057 Email: fritz.haemmerle@haileycityhall.org	Idaho State Bar

IRS Tax Determination Materials

Condie
Stoker &
Associates
CERTIFIED PUBLIC ACCOUNTANTS

CPA℠ The CPA. Never Underestimate The Value℠

A PARTNERSHIP OF PROFESSIONAL CORPORATIONS

August 1, 1996

The Honorable Stephen Kearns
Mayor, City of Hailey
PO Box 945
Hailey, ID 83333

Dear Mayor Kearns;

I am writing this letter in response to your request on 501(c)(3) status of the City of Hailey, Idaho. Corporate tax exempt status came to the City of Hailey when the City's Corporate Charter was approved per Idaho Code 50-104 (copy attached). At this time the City became a political subdivision of the State of Idaho.

I have attached information from our tax service describing Donees that qualify to receive contributions which are deductible. As is mentioned, a political subdivision of a state, of which the City of Hailey is one, qualifies.

Cities actually fall under IRS Code §501(c)(1) as an instrumentality of the United States.

If you have any further questions, please feel free to call.

Sincerely,

Curtis A. Stoker, CPA

encl.

lc

P.O. Box 513 • Rupert, Idaho 83350 • (208) 436-9911 • FAX (208) 436-9914

d of commissioners
ed failed to desig-
town did not affect
, where petition for
designated said
red to petition and
e or modification.
City of Pocatello, 3
91).
ating a city did not
ibitants were legal
cribed in petition did
ere same uses words
nd shows that a
cable inhabitants
v. Pelkes, 8 Idaho

of a town was void
ation failed to de-
of any tract of land
es, 8 Idaho 333, 69

g incorporation of
if the petition for
as introduced into
et forth the metes
ed village. In re
P.2d 1011 (1948).
from a petition for
village on the plea
made upon false
e been permitted
commissioners had
re Riggins, 68 Idaho

that the board of
not abuse its discre-
the petitions for
der incorporating
ould have been
71 Idaho 60, 226

rival petitions for
g the area in the
whether a village
nt, was first for the
ssioners, and on
re Chubbuck, 71
0).

ons of section
ajority of the
alified electors
fied electors to
y described in
said petition
days from the

filing of said petition, and cause notice thereof to be published twice prior to said hearing, in a newspaper of general circulation in said county and said board shall, on or before thirty (30) days following the date of said hearing, determine, by resolution, whether or not said proposed city may be incorporated and, in the event said board determines that the proposed city is to be incorporated, they shall enter the order of incorporation upon their records, and designate the metes and bounds thereof. Thereafter the said city shall be governed as other cities by the laws of the state of Idaho. The said county board shall, at the time of the incorporation: (1) proclaim that henceforth the former area shall be known as .....; (2) order the clerk of the board of county commissioners to certify a copy of such proclamation, which shall be filed with the office of the secretary of state; (3) appoint a mayor and either four (4) or six (6) councilmen having the qualifications provided in this act, who shall at that time subscribe to the oath, and after receiving a certificate of election, they shall assume their offices and perform all the duties required of them by law, until the next general city election succeeding their appointment and until their successors are elected and qualified. [1967, ch. 429, § 2, p. 1249.]

Compiler's notes. The words "this act" refer to S.L. 1967, ch. 429 which is compiled as §§ 50-101 — 50-104, 50-201 — 50-211, 50-213 — 50-237, 50-301, 50-302, 50-303 — 50-335, 50-341, 50-601 — 50-609, 50-611, 50-701 — 50-706, 50-708, 50-801 — 50-812, 50-901, 50-902 — 50-909, 50-1001 — 50-1004, 50-1006 — 50-1008, 50-1010, 50-1011, 50-1013 — 50-1042, 50-1301 — 50-1306, 50-1307 — 50-1325, 50-1401 — 50-1409, 50-1501 — 50-1524, 50-1601 — 50-1610, 50-1738 — 50-1755, 50-1762 — 50-1770, 50-1801 — 50-1835, 50-1901 — 50-1927, 50-2101 — 50-2114, 50-2201 — 50-2213, 50-2301 — 50-2308.

Cross ref. Qualifications of councilmen, § 50-702.
Qualifications of mayor, § 50-601.
Time of general city elections, § 50-401.

50-103. Census. — Within 30 days following the proclamation of incorporation, the city council shall request that an official enumeration of the inhabitants of the newly incorporated city be taken by the bureau of census, U.S. department of commerce, for the purpose of ascertaining the population of said city, the results of which shall be certified to the offices of the county clerk and the secretary of state, and which shall then become the official census and be used for the purpose of apportioning any and all state collected moneys to said city until the next regular or subsequent census be taken. [1967, ch. 429, § 3, p. 1249.]

Cross ref. Census authorized, § 50-214.

50-104. Proof of corporate existence. — All courts within the county in which such newly incorporated city is situated shall take judicial notice of the corporate capacity and existence of such city. In all other courts of the state the corporate capacity and existence of such city may be proved by copies of the certificate of incorporation filed with the office of the secretary of state, duly authenticated, declaring the same to be a city. [1967, ch. 429, § 4, p. 1249.]

¶2390.01.D. Permissible Donees

To qualify for deduction, a gift must be made to or for the use of an organization that is authorized to receive deductible charitable contributions. [64] Such organizations are referred to herein as "permissible donees."

[64] §170(c). Certain amounts paid to maintain students as household members under a program sponsored by certain permissible donees are deemed by statute to be payments for the use of the permissible donees. §170(g)(1). The following provisions of the Code and regulations expressly disallow deductions for contributions to certain types of organizations: §170(f)(1) (Organizations described in §508(d) or §4948(c)(4)); §170(k) (Communist controlled organizations); Regs. §1.170A-1(h)(5) (Organizations which engage in substantial lobbying or which intervene in political campaigns). With certain limited exceptions, the organizations which are eligible to receive deductible contributions are exempt from income taxation. See §115 (States and municipalities); §501(c)(1) (Instrumentalities of the U.S.); §501(c)(3) (Charitable organizations); §501(c)(10) (Fraternal orders); §501(c)(13) (Nonprofit cemetery companies); §501(c)(19) (Veterans organizations). The exempt organizations described in §501(c) are discussed in detail in ¶6520.

1. Description of Permissible Donees

Subject to numerous requirements, permissible donees are governmental units, charitable organizations, war veterans organizations, fraternal lodges and nonprofit cemetery companies. The following is a detailed description of the five categories of permissible donees:

City of Hailey is political subdivision of the state of Idaho.

- a State, a possession of the U.S., a political subdivision of either of the foregoing, the U.S. or the District of Columbia, but only if the contribution is made for exclusively public purposes; [65]

- a corporation, trust, or community chest, fund, or foundation --

-- created or organized in the U.S. or in any of its possessions, or under the law of the U.S., any State, the District of Columbia, or any possession of the U.S.,[66]

-- organized and operated exclusively for religious, charitable, scientific, literary, or educational purposes, or to foster national or international amateur sports competition (but only if no part of its activities involves the provision of athletic facilities or equipment), or for the prevention of cruelty to children or animals,[67]

-- no part of the net earnings of which inures to the benefit of any private shareholder or individual,[68] and

-- which is not disqualified for tax exemption by reason of attempting to influence legislation, and which does not participate in, or intervene in (including the publishing or distributing of statements), any political campaign on behalf of or in opposition to any candidate for public office; [69]

- A post or organization of war veterans, or an auxiliary unit or society of, or trust or foundation for, any such post or organization --

-- organized in the U.S. or any of its possessions, and

This is § 170 (c)(1) of Internal Revenue Code.

c) Charitable Contribution Defined

For purposes of this section, the term "charitable contribution" means a contribution or gift to or for the use of--

☑ (1) A State, a possession of the United States, or any political subdivision of any of the foregoing, or the United States or the District of Columbia, but only if the contribution or gift is made for exclusively public purposes.

In-Kind Donor Certificates
&
Letters of Support

Karla & Alain Rinckwald
P. O. Box 2028
Hailey, ID 83333
tel: 208/788-9797
fax: 206-374-2201
e-mail: akjrinckwald@cs.com

January 22, 2009

City of Hailey
Public Art Committee
Hailey, ID 83333

We are long-time residents of Hailey (over 20 years) and have watched our hometown change and adapt to unprecedented growth during that time period. We are also involved in the travel industry. Alain is a tour operator and routinely takes groups of Europeans on sight-seeing tours around the West.

We have noticed in our travels over the years how small Western towns that once were quaint and picturesque can quickly get eaten up by sprawl and traffic – being turned into not much more than a long, noisy thorofare lined with strip malls and chain stores. Fortunately, Hailey is not in danger of deteriorating to that state. But in order to keep that small-town feel we have to make a conscious effort to invest in projects that promote pride and heritage rather than merely commerce and trade.

An excellent project that would make such an investment is public art. We were very excited to hear about the project to create an art mural in City Hall. We heartily support this effort and believe that it can bring a number of benefits to Hailey. It can provide an educational focus for local school children and adults alike; it can give a welcome visual break of beauty for anyone who comes to City Hall for official business; it can also attract more of Hailey's citizens to visit City Hall in the first place. With the mural as an attraction to come to City Hall, the city could use that opportunity to promote its other informational initiatives and programs.

A public mural can also can become the start of a larger attraction for the many tourists who pass through our town on the way to Ketchum/Sun Valley. In our business, we have taken many tour groups through British Columbia and routinely join the other sight-seers who stop in a little town called Chemainus to see 39 murals and a dozen sculptures that depict that area's heritage and history. These tourists stop to dine and shop in Chemainus rather than travel a short distance further to either Victoria or Nanaimo. A mural in City Hall could be the first step in making Hailey an added tourist stop for the many tourists who are usually just passing through.

Thank you for allowing us to express our opinion about this effort. We hope that it gets the funding it deserves.

Best Regards,

Alain & Karla Rinckwald

Alain & Karla Rinckwald

December 22, 2008

Idaho Arts Commission

Dear Idaho Arts Commissioners,

I write to urge you to give strong consideration to the Hailey Arts Commission request for matching funds for a mural for the Hailey City Hall chambers. The Arts Commission has given the project significant thought and designed the competition in such a way that it provides a great opportunity for a local artist and also allows the mural to be moved should the chambers be relocated in the future.

The Hailey Arts Commission has worked hard in the last couple of years to provide opportunities for area artists. A public mural project is not only a proven way to bring life to what can be dull municipal buildings but it is also a wonderful way to honor local artists. The open call for submissions will provide a professional opportunity for artists and should result in a process that brings attention to local artists as well as the arts in general. As you know, it is critical for municipalities and state arts agencies to provide support for public arts projects. It is especially critical at this moment, when artists are among the first to feel the strain of challenging economic times. To give an artist this kind of opportunity will be a hopeful sign for all.

I have tremendous faith in the Hailey Arts Commission's ability to execute this process fairly and openly and I am sure, with the Idaho Arts Commissions' support, the result will be a public mural that we all can be proud of.

Sincerely,

Kristin Poole
Artistic Director
Sun Valley Center for the Arts

wood river artsalliance

P.O. Box 4030 Ketchum, Idaho 83340 208.578.7720 http://www.wrartsalliance.org
wrartsalliance@mac.com

January 5, 2009

To Whom It May Concern

On behalf of the Wood River Arts Alliance, I would like to endorse the proposed mural offered by the Hailey City Arts Commission for Hailey City Hall. The fact that the City of Hailey wants to have a mural by a local artist for City Hall exemplifies their belief that the arts are an important part of the lives of their citizenry. The mural would be present at every City Council meeting and for most government meetings furthering the concept of arts as a partner in the community economically and culturally.

I hope you will match the funds the city has already earmarked for this purpose. Thank you for considering the Hailey Arts Commissions request.

Sincerely,

Claudia V. McCain
President, Wood River Art Alliance

ATKINSON'S MARKET

Is proud to support public art in Hailey by donating $300.00 in refreshments for the Fox Building Mural Project.

Signature

12/15/08
Date

SUN VALLEY TRANSFER & STORAGE

Is proud to support public art in Hailey by donating $600.00 in transportation services for the Fox Building Mural Project.

Signature

12-22-08
Date

Hailey Paint & Supply

Is proud to support public art in Hailey by donating $300.00 in paint for the Fox Building Mural Project.

M Fehrenbach 1-14-09

Signature Date

Idaho Lumber

Is proud to support public art in Hailey by donating $350.00 in masonite panels and miscellaneous building materials for the Fox Building Mural Project.

1/21/09

Signature Date

J.C. Fox Building Mural
Draft Call for Artists

Arts Commission

Call for Artists
Request for Qualifications

J.C. Fox Building Mural

Deliver or mail applications to:

City of Hailey
115 Main St. S, Suite H
Hailey, ID 83333

Questions:

Tracy Anderson
Public Art Coordinator
City of Hailey
115 Main St. S, Suite H
Hailey, ID 83333
Phone: 208-788-4221, ext. 26
Fax: 208-788-2924
tracy.anderson@haileycityhall.org

Application Checklist

Please use this checklist in preparing your application. **Incomplete applications will not be considered.** Submit the following:

- ☐ A one page cover letter or artist statement saying why the applicant is interested in this opportunity.
- ☐ A current artist's resume (not more than two pages).
- ☐ A maximum of 10 digital images of past work, along with the image list included in this package.
- ☐ Self-addressed stamped envelope for return of materials (unless you want us to keep materials on file).

Please do not submit original artwork.

Please do not use any staples, binders, clips or folders. Any presentation packaging will be discarded.

Project Background & Goals

The Hailey Arts Commission and the City of Hailey envision a mural on the west wall of the public meeting room in the J.C. Fox Building (Hailey City Hall). The mural will depict Hailey's history up to the modern day, emphasizing both the diversity and natural beauty of Hailey. Evoking a strong sense of place and engendering civic pride are key elements of the mural concept. A final design that is dignified, stately and family-friendly is desired.

The space available on the west wall is approximately 25' x 9'. The mural will be completed off site, on movable panels, and then installed in the public meeting room. The commission chose this approach to minimize disruptions in the meeting space, to allow for the flexibility to exhibit the work in other locations, or to move the work should City Hall ever relocate.

The City Hall public meeting room is a public space and receives a significant amount of use by diverse groups of people, so exposure potential for this piece of art is high. The layout of the space is completely open – there are no doors or walls separating the meeting space from the common lobby of City Hall, so even the ordinary day-to-day business of coming to City Hall results in access to the mural. It does not require attending a meeting to access this artwork.

An important goal of the project is to clearly demonstrate the city's commitment to public art in an effective way, leading to increased interest and support of public art in our city.

The Hailey Public Library is a good historical information resource. Interviewing Hailey citizens is an effective way to gather information about potential sense of place elements to include.

J.C. Fox Building Mural

Request for Qualifications

Blaine County artists are invited to submit applications to design and paint a mural in the public meeting room of the J.C. Fox Building (Hailey City Hall). Please review the selection process and submit applications to the City of Hailey on or before _____ ____, _____, 5:00 p.m.

Artist Selection Process

1. **Artists Apply:** Artists will submit the application materials listed below by the stated deadline.

Applications must include:

- A one-page cover letter and/or artist statement.
- A current resume (not more than two pages).
- 10 digital images of past work, with image list.
- Self-addressed stamped envelope for return of materials. (Do not submit original artwork!)

2. **The Selection Panel Determines Finalists:** The Selection Panel will review and evaluate the applications. Selection criteria:
   - Inherent artistic quality of work represented in images.
   - Appropriateness of type of work for planned project.
   - Artist's interest/experience as represented in the cover letter/statement and resume.

   Based upon the applicant's qualifications, the Selection Panel may choose up to three finalists from the applications received. The panel reserves the right to request the competition be re-opened.

   The Selection Panel will be composed of representatives from:
   - Hailey City Council
   - Hailey Arts Commission
   - Hailey City Department Head
   - Community member
   - Artist or arts professional

3. **The Finalists' Proposals:** Each finalist will be paid $250 to create a design proposal. Proposals will include a descriptive narrative, proposed materials, and a rendering of the proposed design. Finalists will attend an open house with the community to discuss their proposed designs and gain insight from citizens.

4. **Proposals on Public View**
   Selection Panel Chooses Public Art Project:
   All proposals will be put on public view at Hailey City Hall or the Hailey Public Library to receive public comment. The Selection Panel recommends one finalist for a commission. Once the artist is approved by all necessary authorities, a contract will be drawn up and signed with the selected artist.

Public Information: The City of Hailey is a public agency. Any information submitted to the city is subject to release as provided for by Idaho Public Records Law.

Budget

One artist will be selected for the commission. The budget for the artist fee, materials and installation is $_____. The artist fee of $_____ will be paid directly to the artist.

Eligibility

This competition is open to artists 18 years or older living full-time in Blaine County, Idaho. Hailey's public art program is open to artists regardless of race, gender, sexual preference, religion, national origin or disability. Incomplete or ineligible applications will not be reviewed.

Artist Workshop

The Hailey Arts Commission will conduct a one-hour artist workshop on _____, _____, _____ p.m. at Hailey City Hall for all artists interested in applying for this project.

Deadline

Applications must be received by the City of Hailey by 5:00 p.m., _____, _____ ___, _____.
(Postmarks not acceptable.)

ADA and Section 504 Requirements

The final project must meet all applicable ADA and Section 504 requirements.

Notification of Results

Please do not call the Hailey Arts Commission or City Hall to ask about the Selection Panel's recommendations. Artists will receive notification of the decision by letter. Applications accompanied by return envelope with sufficient postage will be returned. Every effort will be made to ensure the safe handling of submitted materials; however, the City of Hailey will not be responsible for any loss or damage.

Public Art Project
Application/Digital Images

J.C. Fox Building Mural

Artist Information

Name _____
Telephone _____
Mailing Address _____
City _____ State _____ Zip _____
Residential Address _____
City _____ State _____ Zip _____
Email _____

Digital Image List

☐ Keep images in city file ☐ Return slides in self-addressed stamped envelope

1. Title _____ Dimensions _____ Date _____
   Media _____
2. Title _____ Dimensions _____ Date _____
   Media _____
3. Title _____ Dimensions _____ Date _____
   Media _____
4. Title _____ Dimensions _____ Date _____
   Media _____
5. Title _____ Dimensions _____ Date _____
   Media _____
6. Title _____ Dimensions _____ Date _____
   Media _____
7. Title _____ Dimensions _____ Date _____
   Media _____
8. Title _____ Dimensions _____ Date _____
   Media _____
9. Title _____ Dimensions _____ Date _____
   Media _____
10. Title _____ Dimensions _____ Date _____
    Media _____

Deadline

_____, _____ __, ____

Deliver or mail applications to:

City of Hailey
115 Main Street South, Suite H
Hailey, ID 83333

Arts Commission

Arts Commission

City of Hailey
115 Main St. S, Ste H
Hailey, ID 83333

J.C. Fox Building Mural

Entries due 5:00 p.m.
Day, Month ##, 2009

Questions?

Tracy Anderson
City of Hailey
115 Main St. S, Suite H
Hailey, ID 83333
Phone: 208-788-4221, ext. 26
Fax: 208-788-2924
tracy.anderson@haileycityhall.org

Artists' Registry

The Hailey Arts Commission maintains an artists' registry, which is made available via our website. Please visit us online at *www.haileycityhall.org/* to enter your information in the registry.

Hailey Public Art Guidelines

City of Hailey, Idaho
Public Art Guidelines
For Managing Public Art Projects

In January of 2008, the Hailey City Council adopted an ordinance (Ordinance 999) which dedicates up to 1.25% of the total eligible costs of all eligible capital improvement projects to the purchase, creation, installation, administration, selection, management, maintenance, repair and conservation of public art. The Hailey Arts Commission (HAC) was designated to develop guidelines and determine how the program would be administered. The purpose of these guidelines is to provide a process for selecting, commissioning, placing, and maintaining the art purchased through Hailey's Public Art Program. The guidelines will be updated as necessary by HAC as the program evolves.

I. PURPOSE

The purpose of the City of Hailey's Public Art program is to integrate a wide range of public art into the fabric of the community and reflect the diversity and history of the community, points of view and artistic disciplines. To that end, artists can be valuable members of planning or design teams and primary resources in revitalization and construction, and making the City a cultural destination. The arts have been instrumental in creating unique public places throughout history that have yielded physical, social and economic benefits for a community.

The mission of the Public Art Program is to:

- Develop Hailey's identity as a cultural destination
- Make art of enduring excellence an essential element in the development and redevelopment of Hailey
- Use art to recognize the ethnic diversity that is and has been part of Hailey's history
- Include local, regional and national artists who can weave diverse artistic disciplines, cultural perspectives and life experiences into the fabric of Hailey's community
- Engage residents and visitors in a dialogue with art works that invite contemplation and enhance cultural awareness
- Broaden the role of the artist in the community and create opportunities for artists to pursue their careers in Hailey
- Provide for the proper maintenance of the Hailey Public Art Collection
- Ensure proper cataloguing of, and education about, the Hailey Public Art Collection

GOALS OF THE PUBLIC ART PROGRAM

In order to meet its mission, the Public Art Program defines goals in five areas:

1. Program Development

- To seek partnerships and collaborative opportunities for artists to work with community organizations, public agencies, private businesses and institutions
- To nurture the integration of art, architecture, and landscape architecture in Hailey
- To encourage art that is responsive to its site

- To address public art as early as possible in each project
- To encourage public participation in all phases of the art selection and installation process
- To build a City collection that represents broadly diverse styles and aesthetic attitudes

2. Funding

- To manage a fiscally sound and fully accountable Public Art Program
- To identify and pursue matching private, business and civic sources of revenue for public art projects

3. Public Art Maintenance

- To document, preserve and conserve all public art in the City's collection
- To ensure proper written and visual documentation and cataloguing of the Public Art Collection

4. Working With Artists

- To create meaningful opportunities for artists through public art projects and programs
- To provide opportunities for artists to collaboratively work with landscape architects, architects and engineers
- To provide training for area artists which can assist them in developing and proposing public art projects
- To commission and work with local, regional, and national artists
- To provide just compensation to artists for their work

5. Community Outreach and Public Education

- To encourage dialogue about public art
- To develop educational programs for the general public to promote understanding and acceptance of public art
- To establish opportunities for the participation of Hailey youth in public art projects
- To actively promote the City of Hailey's Public Art Program to a broad public through multiple venues and media

II. PLANNING AND IDENTIFICATION OF PERCENT FOR ART PROJECTS

A. Section 3.08.020 of the attached Public Art Ordinance defines eligible capital improvement projects for the City of Hailey.

B. Thro ugh the annual City budgeting process, eligible capital projects will be identified and the 1.25% will automatically be calculated in the budget software.

The HAC and the Public Art Coordinator will discuss with the City Administrator and each appropriate department head the public art program goals for upcoming improvement projects. The Public Art Coordinator will draft a project description for approval of the department and its commission or board. This description will become part of the overall annual Public Art Plan to be submitted to the participating Department Heads, and then City Council and Mayor for final approval. The participating department, the HAC, and the Public Art Coordinator may decide that funds from a specific improvement project are insufficient or that

the site is inappropriate for public art. Funds may be pooled for a project at another site or at a later date.

It is the responsibility of the city departments to contact the Public Art Coordinator should projects develop outside the scope of the planning meetings and as soon as funds are allocated for the eligible capital improvement projects.

D. When an annual Public Art Plan has been approved by City Council and Mayor, the HAC will determine the following issues:

1. percent for art funds allocated
2. opportunities identified through the annual planning process
3. design and construction schedule
4. selection panel members
5. selection process options

E. The architect or engineer invited to submit a proposal for an improvement project shall be advised by the participating department about the Public Art Ordinance and guidelines and will be introduced to the Public Art Coordinator and HAC commissioner(s) working on the respective project.

III DEDICATION AND DISBURSEMENT OF FUNDS

Allocation and disbursement of funds:

A. City funding for the arts is allocated as a component of the annual budget either during budget development or during the interim budget process. Allocations for capital improvement projects include funding for eligible public art projects, consistent with eligibility criteria and with the funding formula.

B. Allocations for public art components of capital projects will be separately budgeted within the capital project and must be approved by City Council. Project funds (i.e., the "1% for public art") will be separately budgeted and reserved within a designated fund until paid in accordance with the contract(s) signed with artists for the respective projects. Reports will be annually prepared by the Public Art Coordinator and HAC to identify the actual status of each public art project.

C. The program administration portion (i.e., the 0.25 % for administration, maintenance, education, etc.) associated with each capital public art project will be transferred into the Hailey Public Art Fund when the project has been officially initiated by the HAC and the applicable department. The total transferred will not exceed the approved operating budget for the public arts program for the fiscal year in which the project is approved. However, the HAC may propose allocation of program portion funds to support additional project management staff necessary to sustain project development and continuity. The HAC may also propose a carry forward of remaining year-end program administration portion funds to meet identified subsequent years' maintenance needs. This proposal to carry funds forward shall be incorporated into the "rebudget" process for the city as a whole at fiscal year end.

D. Any interim adjustments to the public art budget will be considered and approved within the city's interim budget process. Interim adjustments approved for the public art program will be budgeted and accounted in the same manner as those approved in the annual budget.

E. Th e Public Art Coordinator is responsible for contracting with artists and assuring payments are made following city guidelines for disbursement.

IV CONFLICT OF INTEREST

A. Each member of the HAC shall be governed by the Ethics in Government Act, Idaho Code §§59-701, et seq, as amended.

V APPLICATION OF PUBLIC ART FUNDS: INCLUSIONS

1% for art funds may be spent for:

A. Artist's fee for serving on a design team

B. A work of art, including:
   1. artist's design fee
   2. city required permits
   3. labor and materials
   4. operating costs
   5. project related travel
   6. transportation of the work to the site
   7. Installation

C. Frames, mats, mounting, anchorages, containments, pedestals, or other materials necessary for the installation and/or security of the work

D. Slides and other documentation by the artist or his/her representative

E. Insurance

F. 5-10% contingency may be set aside at the beginning of a project, and returned to the Hailey Public Art Fund if not used

The .25% for art funds may be spent for:

A. Maintenance of public art, which can be pooled with maintenance funds generated from other art projects and carried over from year to year for perpetual maintenance of the entire public art collection

B. Administration of the selection process including development and printing of a "Call for Artists" (RFQs – Request for Qualifications or RFPs – Request for Proposals), mailing, promotion of the project, etc.

C. Fees for consultants or contractual management of a public art project.

D. Community education

E. Dedications and publicity, including identification plaques and labels

F. Slides, video or other documentation

G. Special projects approved by HAC such as local artists' skill development workshops or projects

VI APPLICATION OF PUBLIC ART FUNDS: EXCLUSIONS

Public Art funds may not be spent for:

A. Reproductions of original artworks

B. Decorative or functional elements designed by a project architect, landscape architect, or their consultants, without artist collaboration

C. Art objects which are mass produced of standard design, such as playground equipment or fountains

D. Directional elements such as signs, maps, color coding, unless designed and/or executed by an artist

E. Architect's fees unless the architect was acting in a consultant capacity for the artist

VII SELECTION PANEL APPOINTMENTS

A. Panel Structure:

Selection Panels will be comprised of at least the following:

1. Voting Members:
   a. Participating Department Representative
   b. Hailey City Council Member or designee
   c. HAC Member
   d. Community Representative, preferably from project "impact area"
   e. Artist not involved with the respective capital project

2. Non-Voting Members:
   a. Public Art Coordinator (facilitator)
   b. Project Architect, Landscape Architect, Interior Designer, or Engineer
   c. Hailey City staff members acting in a technical advisory capacity

B. Method of Appointment:

The participating Department Head will select the representative from the department (staff, board or commission) whose capital project generated the public art funds and recommend an appropriate City Council member. The HAC will recommend the appointment of the selection panel members representing the HAC

and an artist. The community representative can be recommended by the department, HAC or selected from a reference list, continually updated by the Public Art Coordinator.

C. Length of Term:
Each Selection Panel shall serve through the completion of one public art project.

VIII SELECTION AND APPROVAL PROCESS: DEPARTMENT, HAC, PUBLIC ART COORDINATOR AND PANEL PROCEDURES, RESPONSIBILITY:

A. Participating Department, HAC, Public Art Coordinator Responsibilities
The participating department, the HAC and the Public Art Coordinator shall determine if the public art opportunity will be to:

a. commission site-specific work,
b. purchase works of art for the city's portable works collection,
c. or commission works of specific duration which would be documented for future reference after the life of the piece.

The participating department, the HAC and the Public Art Coordinator will also determine one of the following methods of artist selection:

a. Design Team: An open competition may be held for the design team.
b. Open Competition: Any artist applies, subject to limitations established by the participating department, HAC, or Public Art Coordinator.
c. Invitational: One or more artists are invited by the participating department, HAC and Public Art Coordinator to submit proposals or be interviewed by a Selection Panel.
d. Direct Purchase: A completed work of art is selected.

B. Selection Panel Orientation
At the first meeting, the Public Art Coordinator will provide an orientation for each Selection Panel including a public art slide show, review of program guidelines, an orientation to the specific project, and a review of any goals already established by the participating department and the HAC.

C. Selection Panel Responsibilities

1. Reserve the option of making no selection. If no proposal or artist is accepted, the Selection Panel has the right to reopen the competition or to propose other methods of selection.

2. Approve all recommendations by consensus or a majority vote.

3. Forward the semi-finalist and final artist recommendation to the Public Art Coordinator who will present the semi-finalist and artist recommendation to the city department, HAC, and Hailey City Council for approval.

4. Hold all Selection Panel meetings in accordance with the Idaho Open Meetings law.

IX SELECTION CRITERIA:

A. Selection Criteria for Acquisitions

Criteria to be used when considering acquisition of artwork by either purchase or commission shall include, but not be limited to the following:

1. Inherent artistic quality.

2. Context: Works of art must be compatible in scale, material, form, and content with their surroundings. Consideration should be given to the architectural, historical, geographical and socio-cultural context of the site.

3. Media: All forms of visual art conceived in any medium, material, or combination thereof including disciplines and media which are of specific duration and which are documented for public accessibility after the life of the piece has ended.

4. Permanence: Due consideration shall be given to the structural and surface soundness, and to inherent resistance to theft, vandalism, weathering, and excessive maintenance or repair costs.

5. Public Safety: Each work shall be evaluated to ensure that it doesn't present a hazard to public safety.

6. Diversity: The City of Hailey is committed to acquiring artworks that are reflective of diverse cultural communities and perspectives. To that end, the city shall seek artwork from artists of diverse backgrounds. The program shall also strive for diversity in style, scale, media and numbers of artists represented. There shall be encouragement of exploratory types of work as well as established art forms.

7. Feasibility: Proposed projects shall be evaluated relative to their feasibility and convincing evidence of the artist's ability to successfully complete the work as proposed. Factors to be considered include, but are not limited to: project budget, timeline, artist's experience, site considerations, appropriateness of materials and city approval requirements.

8. Duplication: To assure that the artwork will not be duplicated, the artist will be required to warrant that the work is unique and an edition of one unless stated to the contrary in the contract.

B. Design Team criteria:

1. Ability to think conceptually
2. Ability to communicate and be flexible
3. Ability to work with architectural drawings
4. Ability to understand the project from the various perspectives of design team members
5. Prior experience with collaborative group work situations

X PLACEMENT OF WORKS OF ART:

A. W hile it is the intent that site specific works will remain in the site for which they were created, the City of Hailey reserves the right to move a piece if circumstances dictate (See XI below).

B. W orks of art which are not site-specific may become part of the portable rotating collection and will move throughout city property at the discretion of HAC and the Public Art Coordinator, taking into account requests from various departments.

C. Works of art commissioned to be of specific duration will be documented either by the artist(s), the Public Art Coordinator or the HAC via digital or photographic imagery, video, and/or written materials.

XI RE-SITING OF WORKS OF ART:

A. Th e HAC may consider re-siting an artwork for one or more of the following reasons:

1. The condition or security of the artwork can no longer be reasonably guaranteed at its current site.

2. The artwork has become a danger to public safety in its current site.

3. The context of the site has changed so that the artwork has become significantly incompatible to the site or the work is compromised due to the change in the relationship to the site.

B. Once HAC has determined that an artwork meets one or more of the above criteria for re-siting, the following process is initiated:

1. HAC will make a documented, diligent, good faith attempt to notify/meet with the artist pursuant to the Visual Artists Rights Act of 1990 to discuss the proposed re-siting.

2. If the artist agrees to the proposed re-siting, the recommendation will be referred by the HAC to City Council for approval.

3. If the artist does not agree to the proposed re-siting, he/she will have the right to prevent the use of his/her name as the author of the artwork, but no right to prohibit its relocation.

XII MAINTENANCE AND MANAGEMENT OF PUBLIC ART:

A. It is th e responsibility of HAC and the Public Art Coordinator to maintain all works of art in the City's public art collection:

1. HAC and the Public Art Coordinator will maintain a computer database inventory of artworks owned by the City.

2. A portion of the up to .25 % will be set aside for maintenance. Where allowable, these funds will be pooled to be used for the Public Art Collection as a whole.

3. The original artist, a professional conservator, person(s) trained by a conservator, or a professional with the technical expertise necessary for a particular artwork will be consulted or hired to provide maintenance and conservation work for all works of art in the City's public art collection.

B. Participating Dep artments must notify the Public Art Coordinator immediately if an artwork is either damaged or stolen, or if the participating Department plans to move to another location or in any way disrupt the artwork.

XIII DEACCESSIONING:

All requests for deaccessioning of works of art shall be referred to the HAC, which will make a recommendation to the Hailey City Council for consideration. The deaccessioning of any works of art, which are city assets, must comply with Idaho law governing the disposal of surplus property.

XIV GUIDELINE DEFINITIONS:

Architect/Engineer: The person or firm designing the improvement project to which the Percent funding applies.

Artist: A person generally recognized by his/her peers and arts professionals, with a record of accomplishment in recognized artistic institutions, who produces works of art on a regular basis.

Hailey Arts Commission (or HAC): The Commission appointed by the Hailey City Council and Mayor to guide the direction matters pertaining to the arts for the City of Hailey.

Deaccessioning: The procedure for the removal of an artwork from the public collection.

Design Team: The collaborative team consisting of the architect, landscape architect, engineer and artist. Through the incorporation of the artist's perspective into materials selection, spatial considerations, overall design approach, and the inclusion of artwork, facilities can become more aesthetically fulfilling and humanly oriented places.

Improvement Project: A capital improvement project paid for wholly or in part by the City of Hailey as defined in Section 3.08.020 of the Municipal Code.

Participating Department: A Hailey City Department that is subject to the public art ordinance by virtue of its sponsorship undertaking of a capital improvement project.

Public Art: Original works of art which are accessible to the public and/or public employees and which may possess functional as well as aesthetic qualities (see Works of Art for further clarification).

Public Art Collection: All works of art owned by the City of Hailey that are site-specific, part of a portable works collection, and purchased through the Public Art Program or donated to and accepted by the City of Hailey.

Public Art Consultant or Project Manager: The person contractually hired by the City of Hailey to manage all functions of a public art project.

Public Art Coordinator: The person on Hailey city staff to coordinate all aspects of the Public Art Program and to share the vision for the program. This person manages public art projects or contracts a Public Art Consultant or Project Manager to manage public art projects. This person also works with the Department Heads, City Administrator and the HAC to develop public art goals for percent-for-art projects and with private individuals, developers, or businesses to include public art in private projects or as part of public/private partnerships.

Public Art Plan: This is a document created by the HAC and Public Art Coordinator, with support, review and approval of Department Heads and the City Administrator, on an annual basis, for final approval by the Hailey City Council. It is the blueprint of the public art projects to be implemented.

Selection Panel: The panel appointed by HAC responsible for the artist selection process, reviewing proposed works of art, and recommending artist selections to the HAC and Hailey City Council.

Works of Art: All forms of visual art conceived in any medium, material, or combination thereof, including but not limited to: paintings, murals, original prints, drawings, sculpture, stained glass, calligraphy, mosaics, photographs, ceramics, wood, metal, fiber, plastics, moving image art, reliefs, mobiles, fountains, kinetic or electronic artworks, furnishings (such as seating), lighting, artist-designed landscape elements, and works affecting the infrastructure (such as pavers, utility hole covers, tree grates), and may include disciplines and media which are of a specific duration such as temporary visual projects that can be documented after the life of the piece has ended.

XV ORDINANCE PASSED BY HAILEY CITY COUNCIL ON 14 January 2008 (SEE ATTACHED)

AGENDA ITEM SUMMARY

DATE: 01/26/09 **DEPARTMENT:** City Clerk **DEPT. HEAD SIGNATURE:** Mary Cone

---

SUBJECT:

Chamber of Commerce Springfest event location change

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☐ City Ordinance/Code 12.14
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Springfest has been a long-standing event at McKercher Park. Over the past few years poor weather has resulted in low turnout. This year the Chamber has decided to move the event indoors at the Community Campus.

This special event was previously approved by council on September 8, 2008. 2009 Springfest Arts & Crafts Fair is still scheduled for May 23-24, 2009

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

The Public Works Department would recommend approval for the Northern Rockies Folk Festival with the following conditions:

1. Applicant will be responsible for repair of any turf and/or sprinkler damage.
2. Any special power requirements will need to be approved.
3. Dumpsters or trash receptacles will need to be provided.
4. Declaration of Insurance coverage needs to be submitted.

January 20, 2009

City of Hailey
Special Events
115 S. Main Street
Hailey, ID 83333

The Hailey Chamber of Commerce currently has an approved Special Events permit for the 2009 Springfest Arts and Crafts Fair to be held in McKercher Park.

The Board of Directors has decided to move the event in doors to the Community Campus. The days are the same, and the activities are the same, but indoors. There will be no amplified music outside. There will be an abundance of parking. We have informally cleared this with the School District, and the Community Campus management.

Please approve the above changes to our permit.

Sincerely,

Jim Spinelli
Exec. Director

HAILEY CHAMBER OF COMMERCE
309 S. Main Street
P.O. Box 100 Hailey, Idaho 83333
Phone: 208-788-3484
Fax: 208-578-1595
info@haileyidaho.com