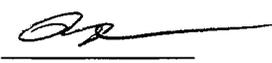


AGENDA ITEM SUMMARY

DATE: 03/08/2010 **DEPARTMENT:** Public Works **DEPT. HEAD SIGNATURE:** 

SUBJECT:

Request approval for The Sun Valley Center for the Arts Concert Special Event at Hop Porter Park on 06/25/10.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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: (IF APPLICABLE)

<input type="checkbox"/> City Attorney	<input type="checkbox"/> Clerk / Finance Director	<input checked="" type="checkbox"/> XX Engineer	<input checked="" type="checkbox"/> XX Building
<input type="checkbox"/> Library	<input checked="" type="checkbox"/> XX Planning	<input checked="" type="checkbox"/> XX Fire Dept.	
<input type="checkbox"/> Safety Committee	<input checked="" type="checkbox"/> XX P & Z Commission	<input checked="" type="checkbox"/> XX Police	
<input type="checkbox"/> Streets	<input checked="" type="checkbox"/> XX Public Works, Parks	<input type="checkbox"/> Mayor	

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Special Event Heads have approved with the following comments:

- Applicant will be responsible for repair of any turf and/or sprinkler damage.
- Any special power requirements will need to be approved. Only City approved electricians will be allowed in the power boxes.
- Applicant will need to coordinate special needs through the Public Works Director.
- A meeting with Parks Dept personnel is required.
- Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- This special event is within the RGB zoning district. No provisions exist within the zoning code to address special events within this zoning district; however the Special Event standards address and mitigate neighborhood impacts.

FOLLOW-UP REMARKS:

*

DECISION

Based on the Application for a Special Event Permit for the Sun Valley Center for the Arts Concert, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

- a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
- b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
- c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
- d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.
- e. The Applicant shall maintain in full force and effect general liability coverage during the Special Event(s) in the amount of \$1,000,000, with the City of Hailey as an additional named insured.

Other Conditions

- a. Applicant will be responsible for repair of any turf and/or sprinkler damage.
- b. Any special power requirements will need to be approved. Only City approved electricians will be allowed in the power boxes.
- c. Applicant will need to coordinate special needs through the Public Works Director.
- d. A meeting with Parks Dept personnel is required.
- e. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- f. This special event is within the RGB zoning district. No provisions exist within the zoning code to address special events within this zoning district; however the Special Event standards address and mitigate neighborhood impacts.

DATED this 08th day of March, 2010.

CITY OF HAILEY

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Sun Valley Center for the Arts Concert that will occur on June 25, 2010 from 5:00 p.m. to 9:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 08th day of March, 2010.

APPLICANT:

By: _____

(please sign and print name and title, if applicable)

CITY OF HAILEY:

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221



SPECIAL EVENT PERMIT APPLICATION

#617

I. EVENT NAME: Sun Valley Center for the Arts Concert

II. LOCATION FOR EVENT (Be specific e.g., Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

- Public Property
- Private Property

Hop Porter Park

III. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. **Please submit your modification requests in writing and attach to your application.**

Date(s) of Event	Hours		Estimated # of Attendees
<u>Fri. June 25th 2010</u>	Start Time: <u>5pm</u>	End Time: <u>8:30/9pm</u>	One Hour Interval: All Day: <u>1200</u>
	Start Time:	End Time:	One Hour Interval: All Day:
Date of Set-Up			
<u>Thurs. June 24th</u>	Start Time: <u>9am</u>	End Time: <u>6/9pm</u>	<u>fencing, drop stage</u>
Date of Tear Down			
<u>Fri. June 25th</u>	Start Time: <u>9pm</u>	End Time: <u>11pm</u>	<u>strike, tear down</u>

IV. FEES

- Special Event Permit Application Fee \$125 \$125
- Per Day Park Rental Fee \$200 ~~\$200~~ \$400
- Security Deposit \$500 should be on file from past year
- Tax (on park rental fees only) 6% \$19.50 (I believe we are tax exempt)
- TOTAL DUE**
- Additional Deposit Required \$525

V. ORGANIZATION INFORMATION

Applicant's Name: Matt Connor Title: Art and Event Logistics

Mailing Address: PO Box 656, Sun Valley, ID Zip Code: 83353

Street Address: 191 5th Street East City: Ketchum State: ID

Day Telephone: (208) 720-7104 (cell) Evening Telephone: (208) 726-9491 (work)
ext. 27

FAX Number: 726.2344 E-Mail Address: mconnor@sunvalleycenter.org

Applicant Driver's License #: FA126841I
Sponsoring Organization: Sun Valley Center for the Arts
Non-Profit: Yes No Tax Exempt #: 23-7113276
Federal Tax #: _____ State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes _____ No Annual Event: Yes No _____ Years Operating 2000

Event Category: Commercial Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): _____

Description of Event:
SVC for Arts puts on a concert for the community every year. The shows typically include a musical act (Blues/Ragga, nothing too loud like Rock), coupled with food vendors and Beer/wine.

Additional Details:
Same situation to past years Concerts.

VII. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than \$1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. *A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application.* The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: Premier Insurance Agent Name: Mary Sellars
Address: 157 River Vista Plaza Phone: 800.373.1711
Twin Falls ID 83301

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney's fees, arising out of the permitted activity or the conduct of Permittee's operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use there from, and (2) is not caused by any negligent act or omission of willful misconduct of the City of Hailey or its employees acting within the scope of their employment.

(Attach any additional pages as needed)

SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned.

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
X		Street Closures & Access / Parade Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.		X	Alcohol Served (Free of Charge) (name of provider)
	X	Street Closures & Access / Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods	X		Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)
	X	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s)) City of Hailey Fire Department, Fire Code Enforcement	X		Food/Beverages will be served (List Caterers):
# 1		Medical Services (Circle) First Aid and/or <u>EMS Services</u> Who is providing services? <u>EMT</u>	#		Vendors items sold/ solicitation 1-3?
X			#		
# 5		Security (detail who, number of officers, times. Attach plan)	# 2		Booths: Profit/ <u>Non-Profit</u> <u>ERC</u> (maybe animal shelter or BCRD)
X		Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.) <u>See Attached</u>	X		Lighting plan: attach plan
#	X	Electricity / Generators (Size _____) Attach detailed electrical plan.		X	Activities / Entertainment (Agenda) Other equipment or entertainment
			X		Signs or Banners: sign permit may be required by the City Planning and Zoning Department
X		Water Drinking / Washing (circle) <u>backstage</u>	X		Stages (Number and Size(s)) <u>40x60</u>
	X	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	# 1		Barricades: How many identify locations and attach logistics map
#		Sanitation -Trash bins, Dumpsters, <u>Recycle</u> (circle /detail # and locations) <u>ERC</u>	#		EVENT estimated attendance
			#	1200	
#		Porta Toilets / Wash Stations (Quantity ADA Regular)	#	7	Number of staff working event
15		2 13	#	10	Number of volunteers working

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer's Signature: _____ Date: 1.5.2010

1.8.2010

City Council
City of Hailey
115 S. Main Street
Hailey, ID 83333

Dear Council,

In reference to the concert at Hop Porter Park on June 25th, 2010.
The concert will include dancing and picnicking; with lots of room for the kids to run around and play.
The Art Center will be providing music that is enjoyable to all ages. **THIS IS NOT A ROCK CONCERT.**
I am submitting the information regarding layout, security measures, and logistics.

Fencing: Sounds the entire field, leaving one opening for entrance and exit.
Road Closure: At River Street and Bullion, there will be a Road Closed Except for Thru Traffic and homeowners. Security will direct traffic from 6pm – End of Concert (10pm)
Security: 5 total – Backstage, Bullion and River intersection, Entrance, floating the field, and manning the fence. There will also be an EMT on duty.
Parking: Parking backstage for the Tour Bus, Staff, and Security
Alcohol: SVCA providing beer (permit will be on site)
Vendors: 1-3 Vendors, not confirmed yet

Security will be provided by Northern Intermountain Security

Please feel free to contact me if you have any questions. Thank you for your time, it is greatly appreciated.

Sincerely,



Matt Connor
Art Handler and Event Logistics
Sun Valley Center for the Arts
Ketchum, ID 83340
cell: 208-720-7104

EMERGENCY PLAN for Hop Porter Park Concert 2010

INFORMING THE PUBLIC and/or PRESS:

In the event of a disaster or crisis during an event, no one other than the person authorized to do so should speak with the public and/or press about the incident. (This is to ensure that only the correct information gets out.)

This is the person to contact: Matt Connor, Events Manager, Sun Valley Center for the Arts

How to contact: Cell# 208-720-7104

If the primary contact above is not available, try: 208-721-1503 Jason Fry

Remember: It is important that no one speak to the media about any events in our institution unless we have been authorized to do so. If asked questions, direct inquiries to the authorized person.

MEDICAL EMERGENCIES

Specifics: This is the policy we follow in our institution: Any emergencies need to be reported to the Events Manager or on duty EMT. The EMT's number will be distributed to all staff working the event.

Our First Aid Kit is located: Road box behind the stage. (note: EMT will also have a First Aid Kit with Epi-pens, etc.)

Telephone numbers: **EMT 788-3147 (provided by Hailey Fire Dept.)**

Note: Name of EMT and number will be provided at a later date.

Fire: 911

Security: Shane Gilbert, 208-720-2645

General rules to remember in a medical emergency:

1. **Unless it is a life-threatening situation, do not attempt to render any first aid yourself before trained staff or paramedics arrive.**
2. Do not attempt to move a person who has fallen and who appears to be in pain.
3. Avoid unnecessary conversation with, or about, the ill or injured person. Some people may react adversely to what you say. Limit your communication to quiet reassurances. Keep bystanders as far away from the injured person as possible.

4. Do not discuss the possible causes of an accident or any condition that may have contributed to the cause. Do not apologize or accept any responsibility for the accident or condition.



hop porter park hailey idaho

Get Google Maps on your phone

Text the word "GMAPS" to 466453



©2009 Google - Map data ©2009 Tele Atlas - Terms of Use

A. Hop Porter Park

209 W. Bullion St, Hailey, ID - (208) 726-9491

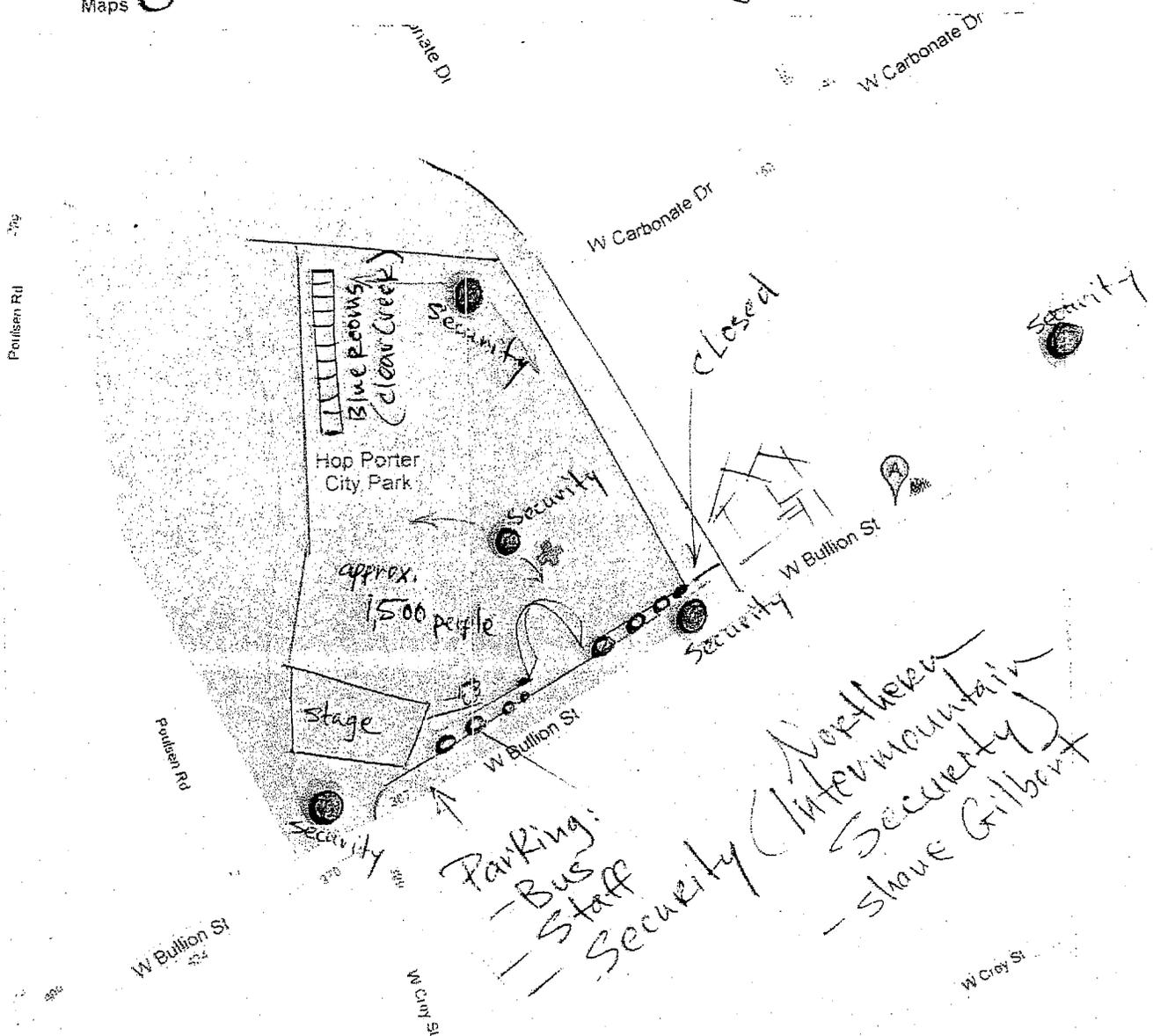
Please feel free to
 call me if you have
 questions
 matt connor - 726-7104

<http://maps.google.com/maps?ie=UTF8&q=hop+porter+park+hailey+idaho&fb=1&split=...> 3/10/2009



hop porter park hailey idaho

Get Google Maps on your phone
Text the word "GMAPS" to 466453



©2009 Google - Map data ©2009 Tele Atlas - Terms of Use

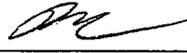
A. Hop Porter Park

209 W. Bullion St, Hailey, ID - (208) 726-9491

● - Security
+ - emt will also be on site - paid (Hailey Fire Dept)

<http://maps.google.com/maps?ie=UTF8&q=hop+porter+park+hailey+idaho&fb=1&split=...> 3/10/2009

AGENDA ITEM SUMMARY

DATE: 03/08/2010 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE: 

SUBJECT:

Request approval for The Advocates "Carbonate Hill Climb" Special Event at Hop Porter Park on 04/24/10.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Special Event Heads approved with the following comments:

- The sponsor must provide cones every 50 feet along the pedestrian right of way for walkers from Hop Porter to Carbonate.
- The sponsor must provide pedestrians ahead signage 50 feet prior to traffic congestion to alert on coming traffic on both sides of the walk.
- The City of Hailey has no authority to grant permission for Carbonate Hill use.
- Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- This special event is within the RGB zoning district. No provisions exist within the zoning code to address special events within this zoning district; however the Special Event standards address and mitigate neighborhood impacts.

FOLLOW-UP REMARKS:

*

DECISION

Based on the Application for a Special Event Permit for the Advocates Carbonate Hill Climb, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

- a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
- b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
- c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
- d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.
- e. The Applicant shall maintain in full force and effect general liability coverage during the Special Event(s) in the amount of \$1,000,000, with the City of Hailey as an additional named insured.

Other Conditions

- a. The sponsor must provide cones every 50 feet along the pedestrian right of way for walkers from Hop Porter to Carbonate.
- b. The sponsor must provide pedestrians ahead signage 50 feet prior to traffic congestion to alert on coming traffic on both sides of the walk.
- c. The City of Hailey has no authority to grant permission for Carbonate Hill use.
- d. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- e. This special event is within the RGB zoning district. No provisions exist within the zoning code to address special events within this zoning district; however the Special Event standards address and mitigate neighborhood impacts.

DATED this 08th day of March, 2010.

CITY OF HAILEY

By: _____

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Advocates Carbonate Hill Climb that will occur on April 24, 2010 from 8:00 a.m. to 4:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 08th day of March, 2010.

APPLICANT:

By: _____

(please sign and print name and title, if applicable)

CITY OF HAILEY:

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221



RECEIVED

JAN 29 2010

SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: CARBONATE HILL CLIMB #386

II. LOCATION FOR EVENT (Be specific e.g., Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

Public Property Private Property

HOP PORTER PARK PAVILLION, WEST END OF PARK AND PEDESTRIAN RIGHT OF WAY ON BULLION STREET FROM THE PARK TO CARBONATE PARKING AREA AND BACK

III. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. Please submit your modification requests in writing and attach to your application.

Table with 3 columns: Date(s) of Event, Hours, Estimated # of Attendees. Includes handwritten entries for Saturday 4/24/10, 8 AM to 4 PM, and 100-150 attendees.

IV. FEES

Table listing fees: Special Event Permit Application Fee (\$125), Per Day Park Rental Fee (\$200), Security Deposit (\$500), Tax (6%), TOTAL DUE (\$825.00).

V. ORGANIZATION INFORMATION

Applicant's Name: TRISH TOBIAS Title: COMMUNITY EDUCATION COORDINATOR
Mailing Address: P.O. Box 3216, Hailey, ID Zip Code: 83333
Street Address: City: State:
Day Telephone: 208-788-4191 Evening Telephone:
FAX Number: 208-788-4194 E-Mail Address: TRISH@THEADVOCATES-APLACETOGO.ORG

Applicant Driver's License #: ZD 268342 A

Sponsoring Organization: THE ADVOCATES

Non-Profit: Yes No Tax Exempt #: 94-3162848

Federal Tax #: 94-3162848 State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes _____ No Annual Event: Yes No _____ Years Operating 2ND YEAR

Event Category: Commercial Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): _____

Description of Event: CARBONATE HILL PLUMB AND BBQ AT HOP PORTER PARK

Additional Details: SEE ATTACHMENT

VII. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than \$1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. *A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application.* The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: WOOD RIVER INSURANCE INC. Agent Name: REBECCA RUHTER

Address: 410 N. MAIN STREET Phone: 208-788-1100
HAILEY, ID 83333

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney's fees, arising out of the permitted activity or the conduct of Permittee's operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use there from, and (2) is not caused by any negligent act or omission of willful misconduct of the City of Hailey or its employees acting within the scope of their employment.

(Attach any additional pages as needed)

SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned.

	Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
PEDESTRIAN RIGHT OF WAY ONLY	X		Street Closures & Access / Parade <small>Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.</small>		X	Alcohol Served (Free of Charge) (name of provider)
					X	Alcohol Sold <small>Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)</small>
	X		Street Closures & Access/Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods	X		Food/Beverages will be served (List Caterers): THE ADVOCATES
10x10	#		Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) <small>City of Hailey Fire Department, Fire Code Enforcement</small>	#	X	Vendors items sold/ solicitation
	1-2			#		
		X	Medical Services <small>(Circle) First Aid and/or EMS Services</small> Who is providing services? _____			
	#	X	Security (detail who, number of officers, times. Attach plan)	#		Booths: Profit/ <u>Non-Profit</u>
SEE MAP + APPENDIX			Traffic Control / Shuttle Buses <small>(Number of buses / locations / hours of operation, attach plan.)</small>		X	Lighting plan: attach plan
OUTLET FOR EQUIPMENT	#		<u>Electricity</u> / Generators (Size _____) <small>Attach detailed electrical plan.</small>	X		Activities / Entertainment (Agenda) 11AM-2PM <small>Other equipment or entertainment</small> AS MAMA PRODUCTIONS.
					X	Signs or Banners: sign permit may be required by the City Planning and Zoning Department
	X		Water <u>Drinking</u> / Washing (circle)		X	Stages (Number and Size(s) _____)
		X	Gray Water Barrel / Grease Barrel <small>(circle /detail # and locations)</small>	#	X	Barricades. How many identify locations and attach logistics map
	X		Sanitation -Trash bins, Dumpsters, Recycle <small>(circle /detail # and locations)</small>	#	150	EVENT estimated attendance
1 REG 1 ADA	#		Porta Toilets / Wash Stations <small>(Quantity <u>ADA</u> <u>Regular</u>)</small>	#	5-8	Number of staff working event
	—		<u>Request use of onsite Restrooms</u>	#	10-15	Number of volunteers working

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer's Signature: TRISH TOLSON Date: 1/28/10



The Advocates

helping people build safe lives

**The Advocates for Survivors of Domestic Violence and Sexual Assault
Carbonate Hill Climb
Special Event Application Attachments**

GOAL/REASON FOR EVENT: The Carbonate Hill Climb Walk/Run is being held in conjunction with National Sexual Assault Awareness Month. The event is meant to be a family, community-wide gathering to raise awareness and funds for The Advocates.

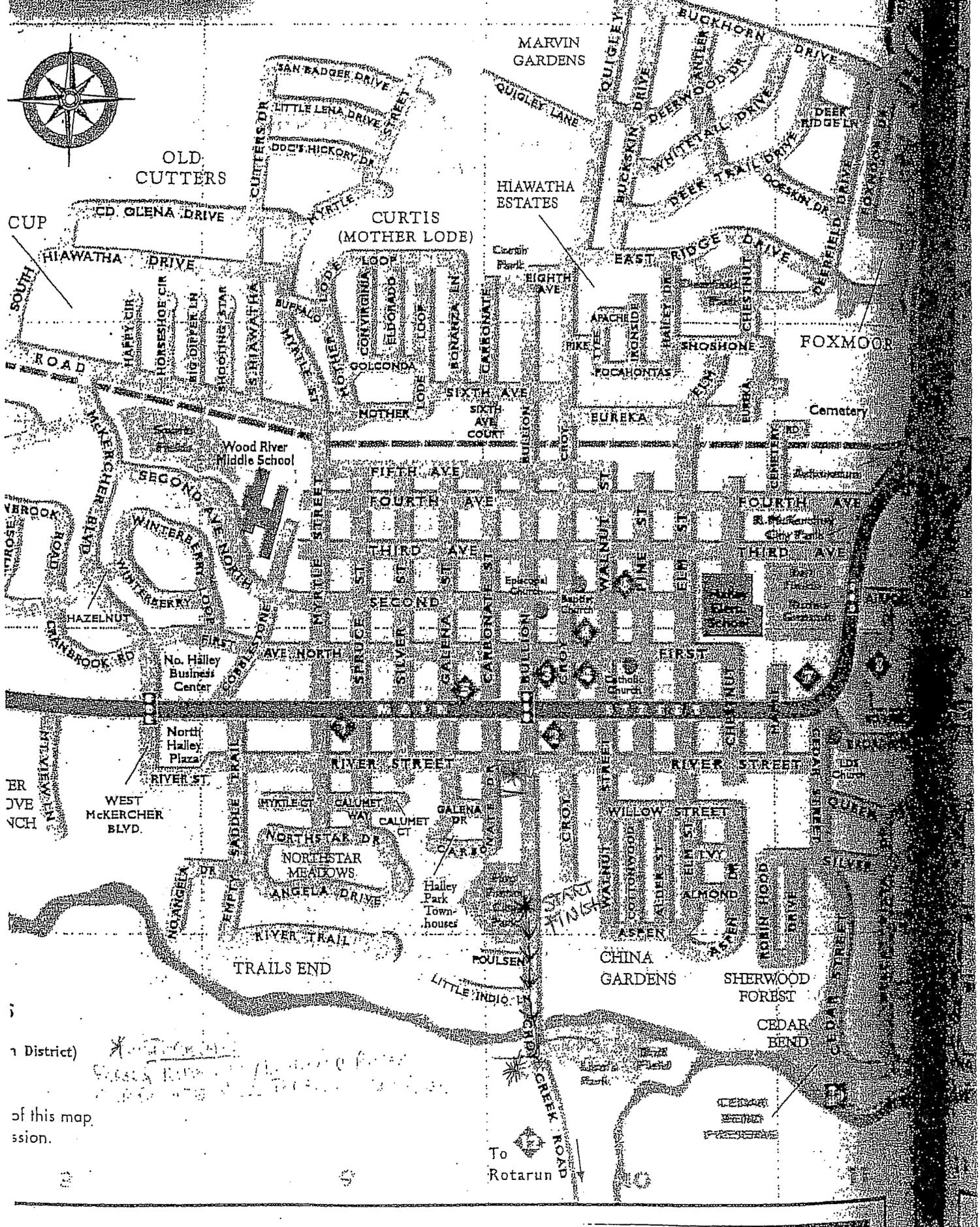
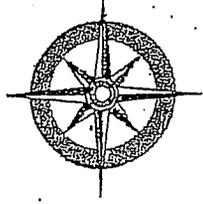
A map with detailed directions is attached. To elaborate: The Walk/Run will begin and end at Hop Porter Park. We will be utilizing the pavilion and west end of the park in addition to the pedestrian right of way on Bullion Street from Hop Porter Park to Carbonate Mountain parking area and back.

Traffic Control: See map. We anticipate an attendance of 100-150 people. We will have staff, board members and other volunteers placed at key areas along the route to direct the participants and control traffic if needed.

Water/Food/Other: The event will occur on Saturday, April 24th. Registration is at 10:00 and the hill climb begins at 11:00. There will be a BBQ at 12:00 noon which is open to anyone who would like to attend even if they do not participate in the Walk/Run. We will be charging a fee of \$20.00 adult \$10.00 student for the Walk/Run and \$ 5.00 for the BBQ.

Water bottles and race bibs will be distributed at registration. The Walk/Run is expected to last about 1 ½ hours and the BBQ will immediately follow. We will have a D.J. during the BBQ and a guest speaker. We will be serving hamburgers, veggie burgers, hot dogs and a side dish. Water and lemon aid will also be available. I have checked with the health department and no permits are required for the food preparation/service at this event. We will have two porta-toilets, garbage bin and recycling containers stationed near registration. We will also have one 10x10 canopy with our name and logo on it which will be used as an information center. Our staff and volunteers will be responsible for all clean up.

We will be setting up for the event between 8:00 – 10:00. Tear down and clean up will be between 2:00 – 4:00.



1 District)

of this map
ssion.

To
Rotarun



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/26/2010

PRODUCER (206) 788-1100
Wood River Insurance, Inc.
410 North Main Street
Hailey, ID 83333

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED Advocates For Survivors of Domestic Violence
PO Box 3216
Hailey, ID 83333-

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Philadelphia Insurance Co	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	PHPK440933	8/1/2009	8/1/2010	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
		EXCESS / UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS: OTH-ER: E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
As respects Carbonate Hill Climb on 4/24/10.
Certificate holder is Additional Insured.

CERTIFICATE HOLDER

City of Hailey & Blaine County
PO Box 945
Hailey, ID 83333-

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/26/2010

PRODUCER Wood River Insurance, Inc. 410 North Main Street Hailey, ID 83333	(208) 788-1100	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED Advocates For Survivors of Domestic Violence PO Box 3216 Hailey, ID 83333-		INSURERS AFFORDING COVERAGE	NAIC #
		INSURER A: Philadelphia Insurance Co	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	PHPK440933	8/1/2009	8/1/2010	EACH OCCURRENCE : \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) : \$ 100,000 MED EXP (Any one person) : \$ 5,000 PERSONAL & ADV INJURY : \$ 1,000,000 GENERAL AGGREGATE : \$ 2,000,000 PRODUCTS - COMP/OP AGG : \$ 2,000,000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) : \$ BODILY INJURY (Per person) : \$ BODILY INJURY (Per accident) : \$ PROPERTY DAMAGE (Per accident) : \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT : \$ OTHER THAN EA ACC : \$ AUTO ONLY: AGG : \$
		EXCESS / UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$				EACH OCCURRENCE : \$ AGGREGATE : \$: \$: \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS : \$ OTH-ER : \$ E.L. EACH ACCIDENT : \$ E.L. DISEASE - EA EMPLOYEE : \$ E.L. DISEASE - POLICY LIMIT : \$
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

As respects Carbonate Hill Climb on 4/24/10.
Certificate holder is Additional Insured.

CERTIFICATE HOLDER

CANCELLATION

Deer Creek Ranch, Inc. PO Box 187 Hailey, ID 83333-	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>10</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE
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IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

SALES TAX RESALE OR EXEMPTION CERTIFICATE

Seller's Name			Buyer's Name THE ADVOCATES		
Address			Address PO BOX 3216		
City	State	Zip Code	City	State	Zip Code
			HAILEY	ID	83333

1. Buying for Resale. I will sell, rent or lease the goods I am buying in the regular course of my business.

- a. Primary nature of business _____ Describe products sold/leased/rented _____
- b. Check the block that applies:
- Idaho registered retailer, seller's permit number _____
 - Wholesale only, no retail sales (required - see instructions)
 - Out-of-state retailer, no Idaho business presence

2. Producer Exemptions. I will put the goods purchased to an exempt use in the business indicated below.

- Check the block that applies and complete the required information.
- Logging Exemption
 - Broadcasting Exemption
 - Publishing Free Newspapers
 - Production Exemption - check one: Farming Ranching Manufacturing Processing Fabricating Mining
- List the products you produce: _____

3. Exempt Buyer. All purchases are exempt. Check the block that applies.

- American Indian Tribe
- American Red Cross
- Amtrak
- Blind Services Foundation, Inc.
- Center for Independent Living
- Emergency Medical Service Agency
- Federal Government
- Forest Protective Association
- Idaho Community Action Agency
- Idaho Foodbank Warehouse, Inc.
- Idaho Government Entity
- Nonprofit Canal Company
- Nonprofit Hospital
- Nonprofit School
- Senior Citizen Center
- State/Federal Credit Union
- Qualifying Health Organization
- Volunteer Fire Department

4. Contractor Exemptions. This exemption claim applies to the following invoice, purchase order, or job number.

- a. Invoice, purchase order or job number to which this claim applies _____
- b. City and state where job is located _____
- c. Project owner name _____
- d. This exempt project is: (check appropriate box)
- In a nontaxing state. (Only materials that become part of the real property qualify.)
 - An agricultural irrigation project.
 - For production equipment owned by a producer who qualifies for the production exemption.



5. Other Exempt Goods and Buyers (see instructions).

- Aircraft used to transport passengers or freight for hire
- Aircraft purchased by nonresident for out-of-state use
- American Indian buyer holding Tribal I.D. No. _____. The goods must be delivered within the boundaries of the reservation.
- Church buying goods for food bank or to sell meals to members
- Food bank or soup kitchen buying food or food service goods
- Heating fuel and other utilities
- Livestock sold at a public livestock market
- Other goods or entity exempt by law under the following statute IC SECTION 63-36-220 (required - see instructions) **HOUSE BILL 757**
- Pollution control equipment required by law
- Qualifying medical items to be administered/distributed by a licensed practitioner
- Research and development goods for use at INEEL
- Snow making or grooming equipment, or aerial tramway component

Buyer: Read and sign. I certify that all statements I have made on this form are true and correct to the best of my knowledge. I understand that falsification of this certificate for the purpose of evading payment of tax is a misdemeanor. Other penalties may also apply.

Buyer's Signature	Title
Buyer's Federal EIN or Driver's License No. and State of Issue 94-3162848	Date

Attention Seller: Each of the exemptions a customer may claim on this form has special rules (see instructions on back). It is your responsibility to learn the rules and charge tax to any customers and on any goods that do not qualify for a claimed exemption and are taxable as a matter of law. You may accept this certificate from the buyer prior to the time of sale, at the time of sale, or at any reasonable time after the sale to document the exemption claim.

- * This form may be reproduced.
- * This form is valid only if all information is complete.
- * The seller must retain this form.
- * See instructions on back.

AGENDA ITEM SUMMARY

DATE: 03/08/10 DEPARTMENT: Hailey Arts Commission DEPT. HEAD SIGNATURE: _____

SUBJECT:

Idaho Commission on the Arts QuickFund Grant Application for *Hailey Entrance Marker*

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 Welcome to Hailey Sign Project. The funding requested from the Idaho Commission on the Arts is \$1,500 (the maximum allowed under the program). The commission has \$7,925.64 in hand for the project, and needs to raise an additional \$574.36 to meet the \$10,000 budgetary goal (assuming success with the attached application).

The budget in the attached application comes to \$12,803, due to city staff time that the Idaho Commission on the Arts requires to be included under expenses.

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

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Approve request to sign and submit.

ADMINISTRATIVE COMMENTS/APPROVAL:

2nd Submittal, same as Grant Application of November 23, 2009, except the art is redefined as "marker" rather than "sign"
City Administrator _____ Dept. Head Attend Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____
City Clerk _____

FOLLOW-UP:

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

ORGANIZATION APPLICATION FORM 5

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

Applicant/Organization (official IRS name) City of Hailey
Contact Name and Title Tracy Anderson, Public Art Coordinator
Street Address 115 Main St. S, Suite H P.O. Box _____
City Hailey State ID Zip 83333 County Blaine
Phone Day (208) 788-4221, ext. 26 Evening _____ Cell _____
Fax (208) 788-2924 E-mail tracy.anderson@haileycityhall.org Web site www.haileycityhall.org
 This is a new address or phone number. Applicant is acting as a Fiscal Agent (see page 6)
Applicant is applying in the area of Visual Arts Performing Arts Literature Media Arts
 Local Arts Council Other _____

GRANT PROGRAM (Check the appropriate box below)

Public Programs in the Arts (PPA) Entry Track
 QuickFund\$ QuickProject QuickFund\$ Technical Assistance
Amount requested \$ 1,500
Period of support requested Start Date 04/01/10 End Date 12/31/10
(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 105 Federal Tax ID# 82-6000201 (required)

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

The Hailey Arts Commission will invite Blaine County artists to submit qualifications to design, fabricate and install one Welcome to Hailey sign to be installed on the south end of town. The commission will follow its Public Art Guidelines in selecting and working with the artist.

Budget Summary

Fiscal Year Start Date 10/01/09 Fiscal Year End Date 09/30/10
Annual Operating Budget of Organization \$ 10,009,997

QuickFund\$, Public Art & Cultural Facilities applicants include: Total Project Revenues \$ 0
Total Project Expenses \$ 12,803

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

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

Tracy Anderson, Public Art Coordinator Tracy Anderson February 24, 2009
Authorized Staff/Project Coordinator, _____ Date
Becky Stokes, Treasurer Becky Stokes February 24, 2009
Financial Officer _____ Date
Rick Davis, Mayor Rick Davis February 24, 2009
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 Federal Tax ID # 82-6000201

Check one of the following boxes:

QUICKFUNDS\$ 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	\$2,803	Admissions/Ticket Sales	\$ _____
Project/Grant Management \$21.16/hr x 100 hrs + benefits			
Outside Fees and Services		Contracted Services	\$ _____
Artist Fee	\$9,550	Government Support	\$ _____
(Design, Fabricate, Install)		(Identify source)	
Finalist Design Proposals	\$450	_____	
Production	\$ _____		
Travel	\$ _____	Other Revenue	\$ _____
		(grants, contributions, memberships, subscriptions, etc.)	
		(Identify source)	

Remaining Operating Expenses	\$ _____	Applicant Cash	\$9,458
Space/Facility Rental	\$ _____	Grant Amount Requested	\$1,500
Marketing/Promotion	\$ _____	In-kind Contributions	\$1,845
Capital Expenditures	\$ _____	(Complete Supplement A, page 41)	
(See <i>Glossary</i> , page 60)		In-kind can be used only for	
Capital Expenditures can be used only for		QuickFund\$ and Feasibility Studies.	
Cultural Facilities (itemize).			

TOTAL CASH EXPENSES	\$12,803	TOTAL INCOME	\$12,803

INCOME MUST EQUAL EXPENSES

Total Annual Budget of Organization \$10,009,997

IN-KIND CONTRIBUTIONS – SUPPLEMENT A

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

Organization City of Hailey Federal Tax ID #82-6000201

Check grant category below to which you are applying:

QuickFund\$ Cultural Facilities PPA Entry Track Arts Education

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

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

DONATED ITEMS or SERVICES	CONTRIBUTOR	CASH VALUE
Total Outside Fees and Services		
Artistic (guest artists, other)	_____	\$ _____
Volunteers (technical, admin, other)	_____	\$ _____
Technical Support		
\$25/hr x 40 hrs	<u>Mark Johnstone</u>	<u>\$1,000</u>
\$13/hr x 40 hrs	<u>Jessica Miller</u>	<u>\$520</u>
Project Support		
\$13/hr x 25 hrs	<u>Arts Commissioners</u>	<u>\$325</u>
Other _____	_____	\$ _____
Space/Facilities Rental	_____	\$ _____
Travel	_____	\$ _____
Marketing/Promotion	_____	\$ _____
Capital Donations* (itemize)	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
Operating Expenses* (itemize)	_____	\$ _____
	_____	\$ _____

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

TOTAL IN-KIND CONTRIBUTIONS: \$1,845

Narrative

1. Briefly describe your organization; include structure, mission statement, brief history, programs, services and community you serve.

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

- Proposed *Ordinance 999, Public Art*, to the Mayor and Hailey City Council. The ordinance was adopted, and mandates that 1.25% of the total construction costs of all city capital improvement projects be set aside and used for public art.
- Launched an HAC website (www.haileycityhall.org/ArtsCommission/index.asp).
- Proposed to the Mayor and Hailey City Council the development of a mural project in the City Hall public meeting room. The request was approved and the City Council allocated \$10,000 towards the project. Fundraising efforts are ongoing for this project.
- Proposed to the Mayor and Hailey City Council a town entryway public art project. The request was approved, and the commission seeks the final funding for the project through this grant application.
- Proposed a mural ordinance to encourage the creation of murals on private non-residential buildings. The ordinance is currently under review by the Hailey Planning & Zoning Commission, and will then go before the Hailey City Council for adoption.

The flagship program of the HAC is *A Month of Art* and *A Night of Music*. The HAC partners with the Hailey Chamber of Commerce, the Wood River Arts Alliance and Fiddleleaf Productions to bring this program to area residents and tourists. Program partners provide their assistance at no cost to the HAC. Now in its third year, this successful program is a month-long celebration of the arts, and includes art and sculpture displayed throughout the business district in both interior and exterior locations. *A Night of Music* brings live, free music to more than 15 downtown venues one night in July. The HAC produces two posters (one for each segment), and provides additional publicity in the form of press releases, articles in the city's monthly newsletter, several weeks of radio PSAs and live interviews, and announcements on the HAC website. To assure equity and quality, the Wood River Arts Alliance issued a Call to Artists for the art and sculpture placements, and a jury selected the final exhibitors. This program demonstrates the artistic merit of the HAC; work samples are included in the support materials.

2. Briefly describe what you propose to do, how you plan to accomplish it, and why your project merits funding.

The Hailey Arts Commission will invite Blaine County artists to submit qualifications to design, fabricate and install town entryway artwork at or near Hailey's south entrance. This town entryway artwork must give a clear feeling that one has arrived in Hailey. The design should be indicative of Hailey's character and/or heritage and evoke a strong sense of place. This public art project will use an established public art process resulting in the commission of a professional artist. The selection panel will be carefully composed and facilitated to assure a commission that results in a project of outstanding artistic quality. Both the HAC and the Hailey City Council must approve the selected artist. The majority of the project budget is allocated for the artist fee, so this project supports a Blaine County artist as well as the local economy. The community at large as well as the arts community is very supportive of this project. Letters of support have been included.



Materials and design will be determined by the artist, but it will be required that materials and design withstand the local conditions. Proposed designs could be mosaic, sculpture, painting, metal, or any other media. The city will work with the artist to determine and provide appropriate subject lighting for the artwork installation. Artwork dimensions must be appropriate to the site. The proposed timeline follows.

Call to Artists / RFQ	4/1/10	HAC Review/Approval	7/26 – 7/30/10
Artist Workshop / How to Apply	4/14/10	Council Approval / Artist Contract	8/9/10
Submissions Due	5/14/10	Contract Award	8/11/10
Select Finalists	5/19/10	Design & Fabrication	8/12 – 10/15/10
Proposals Due from Finalists	6/25/10	Installation Complete	10/29/10
Prop. Displayed/ Open House	6/28 – 7/16/10	Dedication Ceremony	11/10
Interviews / Artist Selection	7/19 – 7/23/10		

The Hailey Public Art Coordinator, Tracy Anderson, will manage the project with direct technical support by ICA Regional Public Arts Advisor / Hailey Arts Commissioner Mark Johnstone and Hailey Arts Commissioner Jessica Miller, and general support by the Hailey Arts Commission. The team will follow Hailey's *Public Art Guidelines* in carrying out the process for selecting an artist.

3. Explain if this is a new program, a pilot arts project, or a project essential to the initial growth of your organization.

This will be the Hailey Arts Commission's first public art project. The commission has worked diligently to acquire funding for the town entryway artwork project, with monies coming from the percent for art fund, private donations and fundraising activities. With this first project successfully completed to a high level of artistic quality, the commission's reputation will be enhanced, the public art program will be noticed and seen in a positive light, all leading to a greater ability to attract donations and compete for grant funding for additional public art projects. The HAC is committed to completing this public art project with a high degree of professionalism and commissioning an artist with the background and skills to execute a first-rate piece of art. This project is the first building block of the HAC's public art track record, so the HAC has compelling reasons to assure an artistically superior outcome.

4. Describe community involvement, the anticipated community impact, and public access to project activities.

The Call to Artists will be broadly cast through various media outlets to inform both the arts community and general public of the project. The finalist proposals will be on public display for three weeks for community comment. During this time period, the Hailey Arts Commission will host an open house and invite the community to meet the three finalists and discuss the finalists' design proposals. Throughout the project, the commission will use its website to post information about the project and keep the community in the loop with project progress. A dedication ceremony will be planned to bring the community together to celebrate the new artwork.

5. If appropriate, explain the relationship between your work sample or support materials and the proposed activity or project.

The Hailey Arts Commission has included support letters for the town entryway artwork; a draft Call to Artists for the town entryway artwork; a CD with images from *A Month of Art* and *A Night of Music* (with image list), and hard copy support materials for the program; and a community arts survey, in which 95% of respondents said it is important to have public art as part of our community.



Feb. 28, 2010

To: Idaho Commission on the Arts

Re: Hailey Arts Commission

To whom it may concern,

I have worked closely with the Hailey Arts Commission and found them to be ambitious, focused and community minded. In particular, the chair of the commission, Mark Johnstone, impresses me in his dedication to the commission's range of endeavors and rate of success.

I hope you will see fit to support the Hailey Arts Commission's application for a Quick Fund grant.

Best wishes,

Dana DuGan
Figgleaf Productions
Hailey, Idaho

sent via email



2363
Thomas J. Teitge • Box 1780 • Hailey, Idaho 83333 • (208) 788-9785

Feb 21, 10

Dear Art Commissioners,

As an artist who has resided here in Idaho for the past 30 years, I have had a great deal of involvement in various public art works. I was a finalist for consideration for painting murals in the Capitol Rotunda in Boise. Beyond that I have seen a great deal of public art come and go.

I am writing this letter to urge your support for a piece of artwork to welcome people into the town of Hailey. For about 20 years one of my own murals, painted on the side of a Main Street building (now demolished and gone to dust) was a welcoming feature in the town. From the feedback that I received from many people, I was aware how important that landmark became.

Now various members of the Hailey art community would like to create a new vehicle for welcoming visitors to town, and I, personally, and as a member of that group, would hope that you would support our efforts.

Thank you for your on-going work in bringing art to Idaho, in many different ways.

Sincerely,

Tom Teitge
Artist

Idaho Commission on the Arts
PO Box 83720
Boise, ID 83720-0008

February 22, 2010

Dear Commission:

The Hailey Chamber of Commerce and The Hailey Arts Commission are developing various plans to add creative elements to the city's visual impact. Since Hailey has evolved from the first settlement as a mining community and county seat into a major tourist area, we need elements that will collectively influence and retain people interested in the Western aura including activities provided by the Arts.

My great-grandfather entered Hailey in 1881 as a miner and later a business man for which we have maintained a family presence since that time. In conjunction with the Sun Valley mystique, the entire Wood River Valley business districts can amplify a uniqueness which captures a desire for the traveler to stay and participate. The Arts is one of the least expensive and most memorable additives that can be implemented into the community. The visual impact of a significant structure at the entrance to the township would be one of those elements creating an instant curiosity and causing the traveler to slow down, stop and take a look around.

A grand wish includes the grants provided to bring about a community awareness rallying the sense of purpose to being a Haileyite. I full support the Hailey Arts Commission to have an artist-designed monument welcoming all to the community.

Most sincerely,

Ralph Harris
Artist: <<http://www.ralphharris.net/>>

PO Box 250
Hailey, ID 83333

*This is a copy. Signed original coming directly
to ICA from Mr. Harris.*

Heather Dawson

From: Heather Dawson
Sent: Wednesday, March 03, 2010 6:07 PM
To: Tracy Anderson
Cc: Robin Crotty
Subject: FW: Representative Jaquet Letter of Support

-----Original Message-----

From: Jacqueline Sahlberg [mailto:jacqueline.sahlberg@yale.edu]
Sent: Wednesday, March 03, 2010 12:18 PM
To: Heather Dawson
Subject: RE: Representative Jaquet Letter of Support

Your letter made my life so easy!
The letter is awaiting Rep Jaquet's signature and should go out to ICA in today's mail.
Best,
Jacque

> -----Original Message-----

> **From:** Jacqueline Sahlberg [mailto:jacqueline.sahlberg@yale.edu]
> **Sent:** Tuesday, March 02, 2010 10:18 PM
> **To:** Heather Dawson
> **Subject:** Representative Jaquet Letter of Support

>
> Hi Ms. Dawson,
> I am Representative Jaquet's intern. I just wanted to drop you a note
> to let you know that I can get the letter of support from Rep Jaquet
> done in time. I will plan to email you the letter tomorrow.

>
> The letter you drafted will be of great help.
> Thanks,
> Jacque Sahlberg
> Intern to Representative Jaquet
>

From: Wendy Jaquet [wendyjaquet@yahoo.com]
Sent: Wednesday, March 03, 2010 12:14 PM
To: Heather Dawson
Subject: Re: Letter to Hailey from White House, Michelle Obama

that is very nice!
Wendy
thanks for your consideration about my time
I think we got the letter out to you today
W

From: Heather Dawson <heather.dawson@haileycityhall.org>
To: Wendy Jaquet <wendyjaquet@yahoo.com>
Cc: "Wjaquet@house.idaho.gov" <Wjaquet@house.idaho.gov>
Sent: Tue, March 2, 2010 5:22:28 PM
Subject: Letter to Hailey from White House, Michelle Obama

Wendy – I thought you might like to see what your last letter of support for Hailey's Preserve America Community application brought to your constituents! See attached correspondence from Michelle Obama.

Heather Dawson
Hailey City Administrator