

AGENDA ITEM SUMMARY

DATE: 07/16/2009 DEPARTMENT: Planning, Bldg, PW, Administration, Finance DEPT. SIGN:

SUBJECT:

Environmental Protection Agency
Climate Showcase Communities Grant Application for a
Sustainable Community Building Program

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The Planning, Building, Public Works, Administration and Finance Departments, with support from HELP and the Sustainable Building & Planning Committee, have prepared the attached grant application for a Sustainable Community Building Program. The project budget is \$750,625. The funding requested from the EPA is \$500,000. The remaining required matching funds break down to \$106,482 of in-kind contributions and \$143,518 in cash. The cash grant match is included in the \$901,000 budgeted amount shown in the July 13th budget presentation.

At this time, the aforementioned departments are seeking formal authorization by the city council and Mayor Rick Davis to sign and submit the application to the EPA.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Approve request to submit 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 # _____

Grant Applications

Name of Grant	\$ Amount Applied For	Hailey's Match
5309 Grant for Buses and Vans for Mountain Rides Transportation Authority 1/12/09 packet	\$25,000	\$25,000
Idaho Commission on the Arts Grant Application for the J.C. Fox Building Mural project 1/26/09 packet	\$10,000	\$10,000
EPA Care Grant 2/23/09 – council packet	Partnership with Blaine County	
Rialto Hotel nomination and survey of the Rodeo Grounds, grant 2/23/09 packet	\$4,000	\$4,000
Hailey Public Library for Idaho State Historical Records Advisory Board to pay for a consultant to assist with Mallory Collection 2/23/09 packet	\$2,500 - \$5,000	0
Arbor Day Grant Application 3/9/09 packet	\$225	\$75
Safe Routes to School Grant 3/23/09 packet	\$96,000	\$1,200
Idaho Power Grant for Mural Project 4/13/09 packet	\$10,000	
ICF Deer Creek Fund Grant for Mural project 4/13/09 packet	\$5,000	
National Endowment for the Arts 4/27/09 packet	\$10,000	\$10,000
ICF Southwestern Region Cycle	\$5,000	
Department of Justice Recovery Act – Local Solicitation Bureau of Justice Assistance Grant 5/11/09 packet	\$15,000	0
COPS Police Officer Replacement Hire Grant	\$193,186	0
Idaho Community Foundation Grant for Tree Inventory 6/8/09 packet	\$5,000	\$1,500
ARRA Grant application for Woodside Fire Station 7/13/09 packet	\$1,400,000	\$500,000 - \$600,000
Hailey Public Library with Idaho Community Foundation for reorganization of library shelving 7/13/09 packet	\$5,000	0
EPA Sustainability Showcase Grant 7/20/09 Packet	\$500,000	\$250,000
TOTAL NEW GRANT FUNDS APPLICATIONS PENDING	\$2,288,411	\$ 901,775

TOTAL GRANT PROGRAM PENDING : \$3,190,186

Total Match Requirement – 28%

1. SUMMARY INFORMATION PAGE

Project Title

Sustainable Community Building Program

Applicant Information

City of Hailey
115 Main St. S, Suite H
Hailey, ID 83333
Mariel Platt, City Planner
208-788-4221, ext. 24
208-788-2924
mariel.platt@haileycityhall.org

Funding Requested

Federal: \$500,000
Non-federal: \$250,625

Total Project Cost

\$750,625

Project Period

January 1, 2010 – December 31, 2012

Estimate of Reductions

Award-funded activities

Estimation of reductions for 300 audits.....333 metric tons CO₂/year
Estimate of reductions for Fox Building retrofit30 metric tons CO₂/year
Total CO₂ reduction.....363 metric tons CO₂/year

Ongoing, independently funded post award audits

Estimation of 25 audits per year.....28 metric tons CO₂/year (compounded on an annual basis)



2. NARRATIVE PROPOSAL WORK PLAN

A. PROJECT APPROACH

Introduction to Hailey, Idaho

The City of Hailey is the county seat of Blaine County, has a population of about 10,000, and is located where the high desert meets the mountains of south central Idaho, about 10 miles south of the Sun Valley ski resort. Four major mountain ranges loom nearby. The 756,000-acre Sawtooth National Recreation Area (SNRA), which includes the Sawtooth Wilderness, is one of the grandest NRAs in the U.S., with scenic landscapes in every direction, more than 50 major peaks over 10,000 feet, and 250 miles of trails. There are more than 1,000 high mountain lakes in the SNRA, as well as the headwaters of the Salmon, South Fork of the Payette, the Boise, and the Big Wood, which flows through Hailey. Two Class 1 airsheds are located in close proximity to our city: the Sawtooth Wilderness and the Craters of the Moon National Monument.

While the communities of Sun Valley/Ketchum are truly home to the resort and ski mountain, Hailey is the town where the majority of working families live. These communities plus the smaller city of Bellevue to the south, comprise the Wood River Valley. Many who live here – and many more that will be attracted here in the future – choose this place because of the natural beauty, surrounding mountains, clean air and water, and quality of life. These things are worth preserving; this EPA grant will help make that preservation possible.

Throughout the west, resort cities and the cities near them are struggling to manage the impact of relentless growth and development pressure. Hailey is no exception to this trend. In 1990, the population here was 3,687; by 2000, that number had leapt to 6,200. The growth has continued through the current decade, with the added complexity of high numbers of commuters coming from southern Idaho cities outside of the Wood River Valley to work. They are drawn here by some of the highest wages in the state of Idaho, but are unable or unwilling to live here because of the high cost of living. The growth and development trend has slowed somewhat recently, but Hailey fully expects a complete re-establishment of this pattern at the first signs of an economic turnaround. It is paramount that Hailey be adequately prepared for that time; this EPA grant will help us to achieve that goal.

The Wood River Valley is a high-profile hotspot in the state of Idaho. It is a key economic contributor to the state economy; it consistently receives state and national press coverage on a variety of topics; it is home to a significant number of major celebrities; it lies at the foot of pristine wildlands; it is in itself a showcase community. Heads are already turned our way. Hailey's potential to influence its neighbors – in the region, the state, and on a national level – will be a key factor in replicating the results of our project to other communities.

Detailed Project Summary

Hailey's project is to reduce greenhouse gas emissions from municipal and community sources by development and implementation of a *Sustainable Community Building Program*. The project has four major components:

- 1) Continue development of sustainable building program targeted towards construction of *new* residential and commercial buildings;
- 2) Initiate sustainable building program targeted towards *existing* residential and commercial buildings through new energy audit program;
- 3) Plan and conduct a retrofit of the J.C. Fox Building (an historic structure that houses Hailey City Hall, the Hailey Public Library and the Hailey Police Department) to achieve a 30% reduction in energy usage and LEED Certification.
- 4) Conduct outreach and education activities.

These four components, along with a project management component, are designed to be integrated with one another to leverage the results throughout the community, the region, and the nation, and create a model for other cities to adapt to their own needs. Details of each component follow.



1) SUSTAINABLE BUILDING PROGRAM / NEW CONSTRUCTION

In November 2008, Hailey's City Council created the Sustainable Building and Planning Advisory Committee (SBPAC). Since December the committee has been meeting regularly twice a month. The committee includes architects, contractors, builders, building inspectors and officials, planners, representatives from environmental non-profits, energy conservation specialists, ENERGY STAR certified raters, and LEED APs. The committee is supported by key city staff members, Mariel Platt, City Planner, and Dave Ferguson, City Building Official, who are both members of the Hailey Environmental Leadership Program (HELP).

SBPAC promotes sustainable building and development strategies by serving as a sounding board, recommending sustainable or "green" updates to the building code, serving as the line of communication between the city and Hailey's citizens, researching various options and policy mechanisms and determining their feasibility, and providing education and outreach to affected groups and the general public. The culmination of the committee's efforts will be developing policy and ordinance recommendations to the City Council for its adoption.

SBPAC spent the first 6 months researching other communities' green building programs and incentives for sustainable building as well as numerous national programs already in place and providing education and outreach efforts to the public and stakeholders. Once all members were familiar with the possible policy mechanisms and programs available, the committee began education and outreach efforts aimed at stakeholders and the general public. The committee developed presentation materials for the Sawtooth Board of Realtors, the Wood River Home Builders Association and the local AIA, who were recognized as the three main stakeholder groups in the valley. In addition, Hailey and Blaine County's sustainable building committees co-sponsored an outreach event targeting stakeholders and featuring a presentation by the Britt/Makela Group, Inc. on green building, for which there were over 80 attendees and four facilitated group discussions, for which there were 40 participants. At the end of the forum the four groups shared the findings generated by their respective topic of discussion. The outcome was promising – most of those that were in opposition to certain aspects admitted that their own lack of knowledge was the greatest deterrent for giving full support to a mandatory green building program.

Education and outreach to the general public consists of a website, press releases and utility bill mailers. A website was created after the initial meeting: www.haileycityhall.org/GreenBuildingandPlanningAdvisoryCommittee.asp. The June 2009 utility bill, mailed to all property owners in the city, included a pamphlet addressing the importance of creating a sustainable building program that requires above-energy-code building standards and the need to plan for the future of energy.

SBPAC's work since December has resulted in an acute awareness of the need for further outreach and education to all stakeholder groups, governing bodies, and the general public. This EPA grant will allow the City of Hailey to continue development of its sustainable building program for new construction by building a strong knowledge base throughout the community to enable the enactment of viable programs and policies.

The scope of work will include the following tasks:

- 1) Two professional presentations to the City Council, which will address planning for the future of energy and above-energy-code building, presented by a representative from another city, from a municipality's perspective.
- 2) Two professional presentations to stakeholders and the general public on above-energy-code building, presented by a contractor, from a technical perspective.
- 3) Production of a fact sheet with case studies addressing financial and environmental benefits for new buildings built to a level above the current energy code. These materials will be distributed to stakeholder groups and made available to the general public at City Hall and on the city's website.

Timeline:

- Initial Presentation to City Council of



- Policy & Ordinance Recommendations.....10/01/2009 (pre-award / no cost)
- Presentation to City Council on Climate Change and Planning for the Future of Energy.....2/1/2010
- Presentation to City Council on Above-Energy-Code Building.....3/1/2010
- First Presentation to Stakeholders on Above-Energy Code Building.....3/1/2010
- Second Presentation to Stakeholders on Above-Energy Code Building.....6/1/2010
- Produce Fact Sheet with Financial/Environmental Benefits of Energy Efficient Building3/1/2010 – 6/1/2010

2) ENERGY AUDIT PROGRAM

Throughout the SBPAC’s work to develop a recommendation for a new building program, which exceeds Hailey’s currently adopted 2006 International Energy Conservation Code, the existing building stock continues to pose a challenge. It is apparent that the energy savings or greenhouse gas emission reductions resulting from adoption of a new building code will take time to effect a significant reduction in emissions. The existing buildings within Hailey – many of which date back to the early 1900s and do not meet today’s minimal energy code – will continue to be the greatest proportion of buildings for some time, and are the least efficient sector of the existing building stock. Without a mechanism and the resources to provide education, outreach and tools, addressing existing buildings will be problematic. This is important given Hailey’s high desert climate, where the average temperature in January is 8 degrees Fahrenheit.

By performing 300 energy audits (covering 10% of the existing building stock) the City of Hailey will reduce emissions by providing essential information to the recipient on their current energy usage, ways to reduce their usage through operation and maintenance, and weatherization services and materials which are cost effective and within the budgeted amount for each audit.

The recipients of audits and weatherization will be prioritized based on a number of criteria, including the age of the building and the financial need of the recipient. Half of the audits will occur on buildings in which the majority of the square footage was constructed prior to 1970. Half of the audits conducted will be for those considered low income residents of Hailey through a referral by a qualified agency, such as Blaine County Housing Authority, ARCH Community Housing Trust, Idaho Health and Welfare, and Blaine County Services. In addition, the project will reach out to the city’s 15% Latino population through the local non-profit La Alianza, a service organization focused on bridging cultural gaps.

By performing audits and weatherization, the city will reduce the total amount of greenhouse gas emissions and show the recipients’ tangible results; in return, recipients can then become advocates of energy conservation. Furthermore, by dedicating half of all audits to low income individuals and actively working with the city’s Latino population the city will provide a social and economic benefit to its residents. The city recognizes that older buildings are generally considered the least efficient sector of the existing building stock. By targeting these buildings for audits, weatherization and education, the largest impact on energy conservation can occur. The scope of work includes the following tasks:

- 1) Hire a professional contractor – through a competitive bid process – that will:
 - a. Perform 300 energy audits for residents and commercial businesses and produce a tailored report for each recipient identifying the priorities for energy conservation and efficiency.
 - b. Weatherize the same 300 buildings, within budgeted amount for each audit.
 - c. Develop/present quarterly education presentations to audit recipients and the general public.
 - d. Gather energy usage data prior to audits, track energy updates, and measure emissions reduction.
 - e. Train building department staff on audits and weatherization, so following the grant cycle the city will continue to offer this service and be a reliable reference for Hailey citizens.



- 2) Purchase equipment to use for audits and to continue to use following the end of the grant cycle.
- 3) Produce energy conservation and efficiency brochure.
- 4) Create flyer, press releases and advertising to promote audit program and energy workshops.

Timeline:

- RFQ/Selection/Approval/Contract.....1/1/2010 – 4/1/2010
- Develop Education Presentation/Brochure.....4/1/2010 – 7/1/2010
- Quarterly Education Presentations.....7/1/2010 – 10/15/2012
- 50 Audits & Updates.....7/1/2010 – 1/1/2011
- 125 Audits & Updates.....1/1/2011 – 1/1/2012
- 125 Audits & Updates.....1/1/2012 – 1/1/2013
- Ongoing Training of Building Department Staff.....4/1/2010 – 1/1/2013
- Purchase Equipment.....4/1/2010
- Purchase Materials.....6/1/2010 – 1/1/2012
- Create Flyer, Press Releases, Display Ads4/1/2010 – 10/15/2012
- Create Energy Efficiency Brochure.....4/1/2010 – 4/15/2010

3) J.C. FOX BUILDING RETROFIT

Originally constructed in 1920, the historic J.C. Fox Building is located in the heart of downtown Hailey, on Main Street. The J.C. Fox Building Retrofit is intended as a key demonstration project to showcase that significant energy savings and LEED (Leadership in Energy and Environmental Design) Certification can be achieved in old buildings. The City of Hailey will seek LEED Certification and a 30% energy use reduction as primary goals of the project. Our Project Manager, Mariel Platt, is a LEED Accredited Professional, and will provide the appropriate guidance and coordination to achieve LEED Certification.

LEED for existing buildings addresses energy and atmosphere through minimum standards set by ENERGY STAR, which will assure greenhouse gas emission reductions. LEED also provides environmental co-benefits, such as water conservation, solid waste management, development of green purchasing and cleaning policies, and alternative transportation. Many of the operation and maintenance policies required for LEED Certification of existing buildings have been drafted by HELP in an effort to work towards the city's adopted carbon emission reduction goal.

The scope of work will include the following tasks:

- Issue a competitive RFQ and select a consultant to review the current building construction including HVAC, window and door systems, awnings or light shelves, roofing, insulation and solar installation. The consultant will prepare recommendations for retrofits, and associated costs, that will achieve a 30% reduction in energy usage and work with the city's LEED AP staff member at the onset to ensure retrofit design and construction goals are consistent with LEED Certification goals. The selected consultant will also perform final building commissioning.
- Pursue LEED Certification.
- Prioritize retrofits and prepare an implementation schedule, with EPA review and comment, spanning a 1 ½ year period for installing the retrofit items recommended.
- Perform final building commissioning, prepare and submit LEED documentation for certification.
- Produce documentation to be included in the final booklet documenting the project.
- Establish a meter and documentation/demonstration display in the Hailey Public Library to explain all the issues and methods used in the retrofit and LEED Certification, and to show current energy use and comparisons to previous usage and emissions.
- Conduct three lecture/tour sessions, discussing project methods and results, showing the improvements firsthand. Audience includes local students, local contractors and the general public.

Timeline:



- Consultant RFQ/Selection/Approval/Contract1/1/2010 – 4/1/2010
- Consultant’s Work / Final Report.....4/1/2010 – 6/1/2010
- Council Approval of Plan and Budget.....7/1/2010
- Request for Bids, including EPA Approval of Bid Documents.....7/1/2010 – 10/1/2010
- Contract Awards11/1/2010 – 1/1/2011
- Procurement.....1/1/2011 – 4/1/2011
- Construction.....4/1/2011 – 12/31/2011
- LEED Registration.....6/1/2010
- LEED Documentation.....6/1/2010 – 12/31/2011
- LEED Certification12/31/2012

4) OUTREACH & EDUCATION

In addition to the outreach and education elements described under each of the preceding project components, the City of Hailey will complete the following tasks:

- Conduct a survey three times during the project to gauge changes in knowledge, perception and behavior regarding sustainable building and energy conservation. Survey will be sent to all building owners, auditees, lecture/workshop/tour participants and library display audience.
- Produce a Powerpoint presentation for other cities to present information to their councils or citizens.
- Conduct two educational presentations for cities of similar size and need in the west. Said cities will be determined jointly between EPA and the City of Hailey.
- Produce a dedicated web page on the city’s website that documents the project and shares information on progress and results.
- Produce a booklet that documents all project activities, which includes the history of developing our municipal government’s capacity to effectively address climate protection concerns. The booklet will be available on the city’s website, during lectures, tours and workshops, by mail, or at City Hall.

Timeline:

- Sustainable Building & Energy Conservation Survey.....2/1/2010, 6/1/2011, 11/1/2012
- Produce Powerpoint Presentation4/1/2010 – 6/1/2010
- First Education Session in Other Western City6/1/2011
- Second Education Session in Other Western City.....6/1/2012
- Produce Dedicated Web Page.....2/1/2010 – 4/1/2010
- Produce and Print Project Booklet.....10/1/2012 – 12/31/2012

5) PROJECT MANAGEMENT

The City of Hailey’s project management scope includes the following tasks:

- Conduct kick-off meeting with team and EPA.
- Attend *Climate Showcase Communities* training (3 sessions) and *Managing Federal Grants and Cooperative Agreements* training suite (3 sessions).
- Conduct monthly project team meetings to assess technical progress and budget status and review all tracking data. Take necessary actions to assure the project is completed on time and within budget, and that effective tracking of results occurs.
- Produce quarterly reports to EPA.
- Produce final report and closeout the project.

Timeline:

- Kick-Off Meeting.....1/1/2010
- Climate Showcase Communities Training.....4/1/2010, 4/1/2011, 4/1/2012
- Managing Federal Grants and



- Cooperative Agreements Training.....12/2/2009, 1/19/2010, 1/21/2010
- Quarterly Reports to EPA.....4/15/2010 – 10/15/2012
- Final Report to EPA.....3/1/2013

The Project Includes Multiple EPA Project Priority Areas

The project directly addresses energy performance in residential and commercial buildings by offering energy audits, recommendations, weatherization and education services to existing residential and commercial building owners; by continuing development, outreach and education of programs targeted towards construction of new residential and commercial buildings; and measuring the results in energy savings, carbon emission reduction and participation levels.

The project directly addresses energy performance in municipal operations by reducing energy usage in the flagship building of the municipal government – the J.C. Fox Building (City Hall).

The project removes barriers to greenhouse gas management by using cost-effective and easily replicable approaches; and by conducting thoughtful and effective training and outreach activities relevant to all project components.

The Project Encompasses All EPA Key Elements

The project will reduce greenhouse gases in three major ways: 1) Through providing energy audits, recommendations to improve energy efficiency, weatherization and education services to existing building owners; 2) Through continued development, outreach and education of programs targeted towards the construction of new buildings; and 3) Through reduction of energy usage in the J.C. Fox Building by 30%.

At the same time, the city’s capacity to address greenhouse gas emissions is enhanced by the increase in city personnel’s knowledge and skills of sustainable building program approaches and techniques, and the ability to offer energy audits as an ongoing service of the municipal government. Training of key personnel to perform energy audits for customers deepens staff knowledge, provides a valuable service to the community, and assures ongoing greenhouse gas reductions.

The project’s potential to achieve ongoing greenhouse gas reductions is high. The initial reductions achieved during the project period will be sustained by offering ongoing audit and weatherization assistance, and outreach and education in the community, thereby creating a demand for home and commercial building improvements that reduce energy usage. The net result will be less energy used, and more jobs created.

The impacts of the project will be felt far beyond the requirement to reduce greenhouse gas emissions. The project is directly linked to the work of the Sustainable Building and Planning Advisory Committee. This project will greatly enhance the committee’s effectiveness. The project is also directly linked to ongoing efforts of HELP; this city committee is responsible for the initial energy assessment of the J.C. Fox Building, and for the energy savings of 20% achieved so far in this building. Further energy efficiency upgrades are a logical extension of this group’s work. Pursuing LEED Certification brings important environmental co-benefits – water conservation, solid waste management, alternative transportation, etc.. The entire project is planned from a strong foundation that has been built over the last several years. The project can also provide potential economic benefits through creating a demand for upgrade services, thereby creating jobs to serve that demand. Dedicating half of all audits to low income individuals and actively working with the city’s Latino population provides a social and economic benefit. Finally, the project assertively proclaims the municipal government’s willingness to lead on the climate change issue. If history is any indication, other municipal governments in the area will see the sense of our approach, and follow suit.

The stakeholders in this project are many: the community at large, other government agencies who may follow our example, the building industry (one of the largest economic engines in the Wood River Valley), and architects, engineers and designers. In addition, the project will reach out to the city’s growing Latino



population through the local non-profit La Alianza, a service organization focused on bridging cultural gaps. The project will also work with the Blaine County Housing Authority, ARCH Community Housing Trust, Idaho Health & Welfare and Blaine County services to reach potential new homeowners and to help identify low income energy audit participants.

The City of Hailey has a track record of environmental stewardship and has a broader climate management focus beyond this proposed project, including but not limited to adopting a goal of 15% CO₂ emissions reduction by 2015. These activities are shown under *Organization Description, Experience and Plan* below.

All components of the project are broadly replicable. The Wood River Valley is a renowned destination across the west and nationally. This prominence will be a benefit to influencing cities with similar climate protection issues. Project results and methodology will be available to all that request it, and Hailey will proactively communicate its project activities and results by the methods listed in the *Detailed Project Summary*.

Public Benefits

The project benefits the public in numerous ways. First, the long-term environmental preservation associated with the project benefits the quality of life of people living here now, and of people who will live here in the future. Second, the public will be offered, through this project, the opportunity to reduce the energy usage in their homes or commercial buildings, which equates to savings in their pocketbooks. Third, the public will gain knowledge of energy conservation and sustainable building practices through lectures, library display, tours, printed materials, workshops, and the project's dedicated web page; long after the grant period is over, the public will continue to gain this knowledge through working with city staff during private sector planning and building projects, and through provision of ongoing energy audit services. Fourth, the project protects citizens' investments from potentially volatile energy prices of the future. Fifth, a strong focus on preserving existing homes as livable, comfortable spaces means resource conservation – fewer new homes will be built. Finally, the broader public (other jurisdictions), will have access to the blueprint of how Hailey achieved its *Sustainable Community Building Program*.

Organization Description, Experience and Plan

The City of Hailey has long been a steward of the environment. The city's achievements in this area include:

- In 1996, Hailey became the first city in the Wood River Valley to enact curbside recycling, mandated by its franchise agreement with the local rubbish collection company. The city continues to support valley-wide recycling efforts.
- In 2003, Hailey passed its Dark Sky Ordinance to reduce outside lighting costs and light pollution, and preserve biological rhythms.
- Beginning in 2004, with the assistance of an EPA STAG Grant, Hailey was the first Wood River Valley city to install water meters, resulting in a water usage drop of almost 25% during the irrigation season. Water rates are set to discourage excessive water use and award those who practice conservation and wise planting. Hailey has partnered with other conservation groups to help educate residents and business owners as to the benefits, beyond the bill, of wise water use.
- In February 2007, Hailey became the first valley city to formalize climate protection efforts by founding the Hailey Environmental Leadership Program. The program involves staff members, representatives of a number of environmental organizations and a citizen liaison. In May 2008, the group was named the Wood River Valley Environmental Organization of the Year.
- In February 2007, former Mayor Susan McBryant and the City Council were the first city governing body in the valley to sign the U.S. Mayors Climate Protection Agreement.
- In September 2007, Hailey was the first valley city to join ICLEI Local Governments for Sustainability. The city completed its baseline assessment that same year.
- In October 2007, Hailey entered into a joint agreement with Mountain Rides, the Wood River Valley's



- public transportation provider, and provides annual funding to support carbon emissions reduction.
- In the fall of 2008, Hailey became the first Wood River Valley city to adopt a carbon emissions reduction goal: 15% by 2015 in city facilities. Through building efficiencies, digital thermostats and a lighting retrofit, carbon emissions have been reduced by nearly 50 metric tons. With the inclusion of decreased employee commutes, reduced fleet idling and usage and other efficiencies, we calculate a total 4% reduction since adoption of the goal; we plan to achieve a 3% additional reduction annually, to bring us to the goal of 15% by 2015.
- In November 2008, the city created the Sustainable Building and Planning Advisory Committee to research and develop recommendations to increase the sustainability of homes and commercial buildings constructed within the city.

Hailey has a thorough and thoughtful plan to bring the project to a successful conclusion. Our plan includes: 1) assigning the right personnel to key project roles, 2) contracting the expertise we don't have in-house, 3) creating a comprehensive task list to assure every detail is covered, 4) developing a realistic schedule and budget, 5) including important project management elements to keep everything on track, and 6) including a strong outreach and education component to assure continued community and stakeholder support.

The City of Hailey's project extends and broadens the activities currently underway; the momentum and determination already exist within city staff, the city governing body and the community to find concrete ways to reduce greenhouse gas emissions and make Hailey a sustainable community.

Staff Expertise / Qualifications

The project will be led by **Maribel Platt, Hailey City Planner**. Ms. Platt is a LEED Accredited Professional with an MPA in Environmental and Natural Resource Policy and Administration and a BS in Environmental Science. She is knowledgeable in sustainable code development, sustainable "green" building techniques, and public outreach and education, as well as the full range of community and land use planning topics. In addition to acting as city staff liaison to the Sustainable Building and Planning Advisory Committee, she is the Hailey Environmental Leadership Program Chair. As well as being responsible for overall project management and LEED Certification, Ms. Platt will be responsible for continued development of sustainable building programs targeted towards construction of new residential and commercial buildings.

Dave Ferguson, Hailey Building Official, will work closely with the selected contractor to initiate a new energy audit program for residential and commercial building owners. Mr. Ferguson has more than four years of experience as the city's Building and Fire Inspector, and has served as the city's Building Official for eight years. He is an ICC certified inspector and has more than 13 years of experience in building code enforcement. He is a key member of both the Hailey Environmental Leadership Program and the Sustainable Building and Planning Advisory Committee.

Tom Hellen, City Engineer and Public Works Director, will be responsible for the *J.C. Fox Building Retrofit* component of the project. Mr. Hellen has nearly 30 years of experience as an engineer, project manager, and public works director on a wide variety of infrastructure planning and construction projects. He is a member of the Hailey Environmental Leadership Program, and will work closely with HELP in the implementation of the project. He was the project manager for the city's recent successful water meter installation project, achieved through an EPA STAG grant.

Tracy Anderson, Communications Coordinator, will support design and creation of project outreach publications, including web page design. Ms. Anderson has more than 20 years of experience in writing, editing and designing brochures, informational materials, manuals, presentations, feature articles, press releases, advertising, newsletters, and general correspondence. Her ability to translate complex topics into plain English will assure easily understood project materials.

Becky Stokes, City Treasurer, will be responsible for developing and finalizing sustainability policies



associated with LEED Certification and assisting EPA with administrative matters. She has a BA in Economics/Environmental Studies from Whitman College. With more than 25 years of experience in finance, accounting and bookkeeping, Ms. Stokes will assure efficient and accurate administration of all financial matters for the project. As a key member of HELP, she successfully completed the city's ICLEI baseline and is central to developing, monitoring and implementing Hailey's sustainability policies.

In addition to these key staff members, the volunteer members of the Sustainable Building and Planning Advisory Committee, as well as the HELP committee, will play a role in the project, with a particular emphasis on reviewing contractor bids, outreach and education.

Complete resumes for the team are included at the end of this document.



Budget Description by Task

	Total Federal Funding Requested			Total Cost Share or Cost Match			Total	Total	Grand Total	
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3				Year 1
Personnel										Years 1, 2 and 3
Salary				27,398	27,398	27,398	27,398	27,398	27,398	82,914
Fringe Benefits				7,856	7,856	7,856	7,856	7,856	7,856	23,568
Contractual Costs	32,500	386,250	81,250	19,840	13,380	880	52,340	399,630	82,130	534,100
Training Expenses				3,040			3,040			3,040
Travel Expenses				10,960	6,319	6,319	10,960	6,319	6,319	23,598
Equipment				7,900			7,900			7,900
Supplies				11,575	28,700	28,200	11,575	28,700	28,200	68,475
Other Direct Costs										
LEED-Related Costs				950	1,500		950	1,500		2,450
Advertising, Brochures, Postage, Printing, Materials for Outreach				1,900	1,200	2,200	1,900	1,200	2,200	5,300
Indirect Costs (include federally approved IDC rate)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL COSTS (federal and match)	32,500	386,250	81,250	91,419	86,353	72,853	123,919	472,603	154,103	750,625



B. ENVIRONMENTAL RESULTS – OUTCOMES, OUTPUTS AND PERFORMANCE MEASURES

Quantitative & Qualitative Project Outcomes, including Performance Measurements

Outcomes	Performance Measurements
1. 363 tons CO ₂ reduction (all project components combined) for work performed during grant period.	Progress measured against baseline data (utility bills, both usage and cost). The regional utility estimates the following average energy use in Idaho: electric heated building - 13,276 kWh/yr and gas heated building - 1,000 therms/yr. These two measurements were converted to metric tons of CO ₂ and averaged, assuming that about half of the buildings in Hailey are gas heated. A 15% reduction in emissions on average will be achieved, based on previously collected weatherization data. The current energy usage for JC Fox Building was reduced by 30% and converted to metric tons of CO ₂ .
2. Create a demand for home and commercial building improvements that reduce energy usage.	Count how many homes and commercial buildings take advantage of energy audits and implement improvements; track the cost of these improvements.
3. Increased effectiveness of Sustainable Building & Planning Advisory Committee.	Track the committee's success in continued development of sustainable building programs and policies.
4. Increase support for new programs and policies through the realized saving and reductions felt by audits and through education and outreach.	Send out city-wide survey each year to gauge support for increased sustainable building standards for new construction. Quantify change in the number of individuals' support.
5. Other jurisdictions in the region develop sustainable building programs.	Monitor climate protection initiatives in other jurisdictions.
6. Other cities in the west and nationally apply the methods from Hailey's project in their projects.	Track inquiries; follow-up on inquiries to determine any activity undertaken.
7. More informed public through education/outreach.	Count attendees at lectures, tours and workshops.
8. Water conservation, solid waste mgmt, alternative transportation affected by LEED Certification	Measure / document usage and changes.
9. \$ savings to a min. of 150 lower income residents	Cost savings determined by tracked utility bill data.
10. Bridge cultural gaps between Latino comm./Hailey	Quantify # of Latino households and businesses served.

Project Outputs

Outputs	Measurements
1. Final report with recommendations and costs for Fox Bldg. Retrofit.	Final report received.
2. Conduct energy audits on 10% of the city's existing buildings (300 audits).	Track # participants, activities and reductions.
3. 14 workshops conducted.	Track number of participants.
4. Three (3) lectures / tours conducted of J.C. Fox Building.	Track number of participants.
5. Fact sheet / case studies on \$/environmental benefits of energy efficient bldg.	Completion



6. Audit Program flyer and energy efficiency brochure.	Completion
7. Dedicated web page produced.	Completion.
8. One (1) project booklet produced.	Completion.
9. One (1) Powerpoint presentation produced.	Completion
10. Two (2) educational sessions conducted (to cities of similar size and need in the west).	Completion
11. Two (2) presentations at conference venues conducted.	Completion
12. Two (2) articles published in trade/mainstream magazines.	Completion
13. LEED Certification obtained.	Completion
14. Progress reports to EPA.	Quarterly completion.
15. Final report to EPA.	Project close-out.
16. Progress made towards adopted goal: 15% reduction in municipal CO ₂ by 2015	Reduction in CO ₂ by J.C. Fox building retrofit and other components of LEED, which reduce CO ₂ , such as alternative transportation development.

C. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

EPA STAG Grant / Assistance Agreement No. XP-97021701-0 / City-Wide Water Meter Installation Project \$725,850 Grant / \$688,410 City Matching Funds (Administered by Idaho Department of Environmental Quality)

The City of Hailey received an EPA STAG Grant based upon needs identified in several Water Master Plans: 1) RTU/SCADA System Replacement, 2) Purchase of Meters, MXU Units and Vaults. The purchase of meters, MXUs and Vaults has allowed the City of Hailey to implement a metered water system. Hailey anticipated that a reduction of water use in the 20 – 30% range would be achieved, enabling the city to more efficiently meet daily water demands, especially during the summer. Water rates were modified to discourage excessive water use and award those who practice conservation. The installation of water meters has also allowed the Hailey Water Department to notify residents of water leaks on private property, the repair of which contributes additional water savings. **The City of Hailey completed the installation of meters in 2006 and began a metered rate on October 1, 2006. Water usage reductions of 20 – 30% have been achieved over the last two years.** The City of Hailey successfully completed and managed this agreement, as described above, and met all of the reporting requirements, including required progress reports. The final technical report was accepted by IDEQ; final closeout of the project was received on September 8, 2006.

Land & Water Conservation Fund Grant / Woodside Central (Keefer) Park / #16-00539 \$110,110.84 Grant / \$300,000+ City Matching Funds (Administered by Idaho Department of Parks & Recreation)

This project, located in Hailey's largest subdivision, included developing 8.6 acres of park area. Key project elements are a full-size soccer field, softball/little league baseball field, a basketball court, two restrooms, pavilion and play structure. Hailey's Public Works Department worked with the Hailey Parks & Lands Board in implementing the project. This project is notable in that it preserves valuable green space in the Woodside Subdivision, an area of Hailey that has experienced intense development pressure and is almost completely built out. The City of Hailey successfully completed and managed this agreement, as described above, and met all of the reporting requirements. Successful close-out of the grant occurred in November, 2008.



3. DETAILED BUDGET NARRATIVE

	EPA Grant			Applicant		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
Personnel						
0.15 FTE PM/LEED @ \$51,615.64/yr				7742	7742	7742
0.11 FTE Lead/Energy Audits @ \$65,961.00/yr				7255	7255	7255
0.08 FTE Lead/J.C. Fox Building @ \$88,055.00/yr				7044	7044	7044
0.07 FTE Publication Support @ \$44,012.80/yr				3081	3081	3081
0.035 FTE Internal LEED/Administrative Support @ \$55,100/yr				1928	1928	1928
Sustainable Building & Planning Advisory Committee and HELP Committee Members – 4 manhours/mo for 36 months @ \$7.25/hr				348	348	348
Fringe Benefits						
Project Manager/LEED @ 31% of salary				2400	2400	2400
Lead/Energy Audits @ 29% of salary				2104	2104	2104
Lead/J.C. Fox @ 27% of salary				1902	1902	1902
Publications Support @ 33% of salary				872	872	872
Internal LEED/Administrative Support @ 30% of salary				578	578	578
Contractual						
300 energy audits, recommendations, weatherization @ 650 each	32,500	81,250	81,250			
Development and presentation of quarterly public workshops associated with audits				4840	880	880
Two presentations/workshops on technical aspects of above-energy-code building				2,500		
Consultant / Energy Efficiency Upgrade Plan for J.C. Fox Building & Final Building Commissioning				12,500	2,500	
HVAC System Retrofit*		80,000				
Window/Door System Retrofit*		120,000				
Solar Power System Installation*		55,000			10,000	
Other Systems (awnings/light shelves, roofing, insulation, water conservation, LEED-associated contract work, etc.)*		50,000				
<i>* All retrofit figures are estimates.</i>						

	EPA Grant			Applicant		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
Training						
Tuition for 2 city staff to attend: Managing Federal Grants and Cooperative Agreements				1620		
Tuition for 1 city staff to attend: Uniform Admin. Require. for Grants				710		
Tuition for 1 city staff to attend: Cost Principles				710		
Travel						
Travel / 3 staff / Climate Show. Comm. Airfare: 3 @ \$750				2,250	2,250	2,250
Per Diem: 3 staff x 4 days @ \$64/day				768	768	768
Hotel: 3 staff x 3 nights @ \$209/night				1,881	1,881	1,881
Travel / 2 staff / conduct ed. sessions in 2 cities of similar size and need Airfare: 4 @ \$500					1,000	1,000
Per Diem: 2 staff x 4 days @ \$50/day					200	200
Hotel: 2 staff x 2 nights @ \$110/night					220	220
Travel / 2 staff / Managing Federal Grants and Cooperative Agreements Airfare: 2 @ \$575				1150		
Per Diem: 2 staff x 4 days @ \$64/day				512		
Hotel: 2 staff x 3 nights @ \$158/night				948		
Travel / 1 staff / Uniform Admin. Requirements for Grants & Cost Principles Airfare: 1 @ \$575				575		
Per Diem: 1 staff x 5 days @ \$64/day				320		
Hotel: 1 staff x 4 nights @ \$137/night				548		
Travel / 1 staff from two cities, two different times / present ed. info to council Airfare: 2 @ \$600				1200		
Per Diem: 1 staff x 4 days @ \$59/day				472		
Hotel: 1 staff x 2 nights @ \$84/night				336		

	EPA Grant			Applicant		
	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
Equipment						
Blower Door Tester				4,000		
Duct Blaster				2,500		
Heat Detector				500		
Electric TED Meter				400		
Secondary Gas Meter				500		
Supplies						
Weatherization materials: 300 buildings @ \$225/building				11,250	28,125	28,125
LEED required supplies (i.e. green cleaning supplies, paper products, etc.)				250	500	
Paper, poster board, display materials (fliers, fact sheet, case studies, library display, etc.)				75	75	75
Other						
LEED Certification by USGBC						
USGBC Membership				500		
Registration of LEED EB project Certification				450	1,500	
Printing & Postage / Mailer for Audit Quarterly Workshops (2x/yr)				800	600	600
Advertising for Outreach Activities (2x/yr)				600	600	600
Printing of Energy Conservation & Efficiency Brochure				500		
Printing of Project Booklet						1,000
Total Direct Charges	32,500	386,250	81,250	91,419	86,353	72,853
Total Indirect Costs	0	0	0	0	0	0
Total Cost	32,500	386,250	81,250	91,419	86,353	72,853

EPA Grant = 500,000

Applicant = 250,625

Grand Total = 750,625