

AGENDA ITEM SUMMARY

DATE: 8/25/08 DEPARTMENT: Engr DEPT. HEAD SIGNATURE: 

SUBJECT: Authorize signing of 2007 Safe Routes to School State/Local Agreement deadline extension for Hailey Elementary School

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

ITD has extended the completion date for the Hailey Elementary School Safe Routes to School infrastructure work at Hailey Elementary School.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

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

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

RECEIVED
AUG 18 2008

3. The State, through its Safe Routes to School Coordinator, will provide guidance and support to the Sponsor in development of the non-infrastructure portion of this project.
4. Upon receipt of appropriate documentation showing expenditure of funds for this project, the State will reimburse the Sponsor up to the Federal-aid maximum identified in Paragraph A.1. above.
5. The Sponsor will develop the non-infrastructure activities as detailed in Exhibit A.
6. The Sponsor will make timely payment of all invoices and provide to the Safe Routes to School Coordinator, along with the quarterly report, allowable invoices and receipts showing payment of same. The STATE will reimburse the SPONSOR for eligible expenses, up to the Federal-aid maximum identified in Paragraph A.1. above. The SPONSOR shall be responsible for all costs of the project that exceed the Federal-aid maximum.
7. The Sponsor will submit quarterly reports to the Safe Routes to School Coordinator on a form provided by the STATE. Upon completion of the project, the Sponsor will provide written notification of completion of the project, and the final quarterly report. The deadline for completion of the work is August 31, 2008. The final quarterly report and invoice shall be received by the STATE no later than October 31, 2008.

B. INFRASTRUCTURE ACTIVITIES

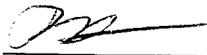
1. The total funds available for infrastructure activities identified in Exhibit A is \$84,700.
2. The deadline for completion of all infrastructure activities is ^{October 15, 2008} ~~August 31, 2008~~. If that deadline cannot be met, the SPONSOR shall submit a request to the STATE explaining the need for an extension.
3. Contact information for infrastructure activities is as follows:

Chuck Carnohan
District Four
Idaho Transportation Department
PO Box 2-A
Shoshone, ID 83352-0820
(208) 886-7823
Chuck.Carnahan@itd.idaho.gov

Revision 1 dated 08/05/08
City of Hailey _____

ITD _____

AGENDA ITEM SUMMARY

DATE: 8/25/08 DEPARTMENT: Engr DEPT. HEAD SIGNATURE: 

SUBJECT: Authorize signing of 2009 Safe Routes to School Grant Application and letters of support for pathway at Woodside Elementary School

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

A Safe Routes to School application for paving the pathway at Woodside Elementary School between Glenbrook Dr and Woodside Blvd will be submitted by August 29. The city's commitment is for design work. This is a 100% grant. There are also two letters of support requiring the signatures of the mayor, city engineer and police chief.

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

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agmt./Order Originals: Record *Additional/Exceptional Originals to: _____

Section 1 – Summary - Refer to the Application Guidelines for help completing this form.

| | | | |
|--|--|--|---|
| Date Submitted 8/26/08 | School(s) Included Woodside Elementary School | School District Blaine County | |
| Brief Description of Project (100 words or less) Traffic at and near the Woodside Elementary School continues to be a major barrier to Safe walking or biking to school. Promotion of the use of planned bike/pedestrian improvements is a continuing education effort. The "canal" path between Glenbrook Dr. and Woodside Blvd. is in poor condition and requires a permanent surface. The path will provide an isolated Safe Route connection to Woodside Elementary School. Connections to existing and planned infrastructure improvements require further education and encouragement projects promoting their expansion and use. | | | |
| <input checked="" type="checkbox"/> Proposed Project Directly Supports a K-8 School | | Infrastructure Funding Request \$71,500 | Non-Infrastructure Funding Request \$7,500 |
| Project Leader's E-mail Address tom.hellen@haileycityhall.org | Address 115 Main St S | City Hailey | Zip 83333 |
| Project Leader's Name (Printed) Tom Hellen | Title Public Works Director/City Engineer | Phone Number 208-788-9830 x14 | Previously Funded Year(s) 2007 |

ITD District (check one)

- District 1 – Boundary, Bonner, Kootenai, Benewah, and Shoshone counties
- District 2 – Latah, Nez Perce, Clearwater, Lewis, and Idaho counties
- District 3 – Adams, Valley, Washington, Payette, Gem, Boise, Canyon, Ada, Elmore and Owyhee counties
- District 4 – Camas, Blaine, Gooding, Lincoln, Jerome, Minidoka, Twin Falls, and Cassia counties
- District 5 – Bingham, Caribou, Power, Bannock, Oneida, Franklin, and Bear Lake counties
- District 6 – Lemhi, Custer, Butte, Jefferson, Clark, Fremont, Madison, Teton, and Bonneville counties

Section 2 – Project Partners Partners may include, but are not limited to law enforcement, healthcare, education, PTO volunteers, etc.

Sponsor – Projects with infrastructure improvements must be sponsored by the agency with jurisdiction over the project. Projects with only non-infrastructure improvements may be sponsored by any organization, including non-profits. (Refer to the Application Guidelines for assistance.)

| | | | | | |
|--|----------------|---|--|--|--|
| Sponsoring Agency's Name City of Hailey | | Representative's Name (Printed) Tom Hellen | | Title Public Works Director/City Engineer | |
| Address 115 Main St S | City Hailey | Zip 83333 | Email Address tom.hellen@haileycityhall.org | Phone Number 788-9830 x14 | |

I certify that the above named sponsoring agency supports the proposed Safe Routes to School project. The Sponsor has the legal authority to apply for and pledge the funds required to receive reimbursement for the requested Safe Routes to School funds, and shall enter into a State/Local Agreement with ITD. I further certify that the Sponsor will provide maintenance for all infrastructure improvements upon completion. I understand that this is not a grant; this is a reimbursement program, and that all federal rules for contracting, auditing, and reimbursement will apply to the project.

| | |
|----------------------------|------|
| Representative's Signature | Date |
|----------------------------|------|

Partnering Organization/Agency (Attach a letter indentifying this partner's role)

| | | |
|--|--|--|
| Organization/Agency Name Mountain Rides | Representative's Name (Printed) Jim Finch | Title Multi-modal Coordinator |
| Representative's Signature | | Email Address jim@mountainrides.org |

Partnering Organization/Agency (Attach a letter indentifying this partner's role) Enforcement

| | | |
|--|--|---|
| Organization/Agency Name City of Hailey Police Department | Representative's Name (Printed) Jeff Gunter | Title Police Chief |
| Representative's Signature | | Email Address jeff.gunter@haileycityhall.org |

| | | |
|---|--|---|
| Organization/Agency Name Blaine County School District | Representative's Name (Printed) Dr. Jim Lewis | Title Superintendent of Blaine Schools |
| Representative's Signature | | Email Address jlewis@blaineschools.org |

Partnering Organization/Agency (specify) (Attach a letter indentifying this partner's role)

| | | |
|----------------------------|---------------------------------|---------------|
| Organization/Agency Name | Representative's Name (Printed) | Title |
| Representative's Signature | | Email Address |

Section 3 – Project Information

Current Conditions – If the project is for more than one school, list the numbers for each school

| | |
|--|---|
| Number of students that attend the school(s) 340 students K-5 | Number of students that currently Walk – 20 on a fair weather day=6%. October 3 rd Walk/bike to school day =62 (18%) Bike – 15 = 4%. October 3 ^{rs} Walk/bike to school day = 77 (23%) Average 60/day Spring 2008 event-peak day May 16 was 83 bikes! Bus – 105 = 31% October 3 rd Walk/bike to school day = 75 (22%) Car – 200 = 59%, October 3 rd Walk/bike to school day = 126 (37%) Other - |
|--|---|

Describe current efforts to promote safe walking and bicycling to school, if any (250 words or less)

Mountain Rides Transportation's Safe Route to School Coordinator conducts regular am/pm site surveys at the school. The coordinator regularly attends PTA meetings to promote volunteer participation and formation of walking and biking groups. Woodside Elementary School was awarded the Outstanding SRTS Achievement Award for Oct.3,2007 event. MR's has installed a SRTS information board in the entrance to the School. Spring 2008 activities included PE class bike safety training and a walk/bike to school month long trip tracking competition. Parent surveys and workshops, SRTS brochure are all part of regular public outreach efforts. Principal St. George and PE teacher Eastop actively support SRTS on a daily basis. 28 helmets were distributed at school (gift from Papoose Club) August 20,2008 Parent Workshop and Helmet distribution attended by 43 people. Mountain Rides' staff as partner provides School staff, parents and students current information and activities through the school's SRTS info-board and regular Safe Routes events- Wednesday Walk/Bike to School Day. Parents and students encouraged through partnerships with other youth-organizations (Blaine County Rec District, Papoose Club, WR-YMCA,). Spring and Fall "District Wide Walk/ Bike to School Events" require significant educational outreach. Spring workshops are planned to further develop 2 walk/bike groups from surrounding neighborhoods. In classroom bike and pedestrian safety training are planned for the spring (3rd year at school). 2008 Map and Safe Routes Brochure distributed to all students. Other fliers: "Safe Routes-a guide to biking around town" brochures are distributed at all schools (basic bike safety, helmet fitting and traffic safety brochure).

List the top **three** barriers for safely walking and bicycling to this school (150 words or less)

1. Lack of bike/pedestrian infrastucture/connectivity through the neighborhoods surrounding the school causes low levels of walking and biking participation. Parents and students encounter unfriendly streets and crossings surrounding the school. There are no sidewalks in the neighborhoods adjacent to the School excluding the 350 feet at the school zone between Mountain Ash and Cherry St.
2. High traffic volume and speed on Woodside Boulevard and surrounding neighborhood streets is a significant deterrent to walking or biking to school. Winter conditions/snow removal in Woodside compound this situation with narrower right of way .
3. Language is a barrier to outreach and education efforts. English as second language is primary focus at Woodside Elementayr. Partnership with School District staff for bilingual presentations is in effect. Community partnerhsip w/ LaAllianza is strong and effective.

Applicants previously funded must describe current projects in detail and/or attach their current School Travel Plan (400 words or less) Mountain Rides Education & Encouragement 2007 Project activities were highlighted by the 42% participation in the October 3, 2007 International Walk to School Day, 128 students Organized and walked to Wood River Middle School on Jan 31, 2008 "Focus the Nation" on Global Warming Event and the 2008 Spring Trip Tracking Event at valley elementary schools (over 6000 trips submitted). The high level and variety of public outreach has resulted in increased awareness of the programs. Parents now have access to SR2S programs at the School Information Boards which are stocked with The Safe Routes to School Map/Brochure, newsletters, contact information for school/neighborhood group. The Map/Brochure is distributed throughout Blaine County and posted on the Wood River Trail by Blaine County Recreation District. The Parent Workshops designed to promote and develop Neighborhood Groups were successful in identifying potential "champions" for Woodside, Northridge, Bellevue and Warm Springs. The 2007 project funds paid for 600 hours of E&E effort by a Safe Routes Coordinator (300 hours of In-kind). The 2008 project continues the promotion of the Fall and Spring events, maintenance of info boards, updates to Map/Brochure, funding for 640 hours for SR2S Coordinator, installation of "SR2S trailblazer" signs along Safe Routes, In-classroom Bike/Ped Safety Ed, and extensive outreach to neighborhoods to develop neighborhood walk or bike groups. The partnership with parent organizations will be further enhanced with more parent bike safety orientation and more one-on-one on rte with groups. Walkability/Bikeability inventories are completed annually. Community/ Neighborhood partnerships are improving and efforts are underway for In-kind contributions such as the recent mowing of the Woodside Ditch by Webb Landscape.

Current efforts at Woodside Elementary are fragmented but effective: Spring 08 number of Bikes average day grew 131% increase over Fall 07 (60/day vs26/day)!

Woodside Elementary project for 2009 will be a step toward providing a fundamental travel plan link to the Wood River Trail system. The isolated Woodside "ditch" pathway will enhance the development of neighborhood biking and walking groups in S. Woodside. The installation of signage in the neighborhoods and along the Wood River Trail will also provide critical on route information to participants. In-classroom education efforts utilizing Americorps member from Mt. Rides will significantly improve student and neighborhood knowledge/awareness of Safe routes to school.

Section 4 – Project Goals and Partnerships

Describe the project's goals (250 words or less)

The goal of the infrastructure project is to provide a preferred safe route connection to Woodside Elementary School that will encourage the increased participation in walking and biking to Woodside Elementary School. The non-infrastructure activities provided by our partnership with Mountain Rides Transportation will provide outstanding education and encouragement opportunities and thereby increase the level of participation in the Safe Routes to School Project. Our primary goal is to increase the number of students walking and biking to school on a regular basis to 100 students (35%). The past levels of participation at big events (40+%) indicate an awareness about Idaho SR2S and a willingness to participate at heavily promoted events. The month long Spring event focuses on changing the transportation habits and choices.

Other goals of the project are improved student health and academic achievement, a stronger sense of community, reduction of vehicle traffic impacts in the neighborhoods and at the school, improved air quality and year around use of the newly constructed/improved bike and pedestrian connectors.

State your target increase in bicycling and walking to school (Provide **both** percentage and number)

Walk - Develop and implement formation of groups in adjacent neighborhoods -increase participation level from 6% to 15%

Bike - Develop and implement formation of groups in adjacent neighborhoods- increase level from 15% to 20%

Name who is on the SR2S project team and provide details of meetings or communications during the application process (250 words or less)

Hailey- regular communication City Public Works Director T.Hellen; Principals Tom Bailey, Fritz Peters and Gary St. George; Woodside PTA- Tifny Lago, Sherie Thomas, Neighborhood Rep- Maureen Brassell; BCRD- Janelle Conners/Eric Rector, Citizens for Smart Growth-Kelly, Papoose Club-Gwen, Suzanne Miller. Emails, phone calls about fall programs, workshops/ PR for Infrastructure, application process, helmet/ice cream event and opening day. Distribution of SR2S Map/Brochure and Fall 2008 Newsletter throughout community and School Information Boards, Registration materials and during proof of residency. Inclassroom surveys and Bike/Ped Safety are coordinated through PE Teacher Craig Eastop and Principal Gary St. George. Hailey PD Lt. Steve England is regularly briefed on upcoming events and concerns in Woodside school area.

Mountain Rides Transportation Authority Project team: weekly communication with City Administrators/Staff on current and planned projects. Regular communication with Blaine County School District Administration. Daily communication with School Principals or Secretaries. Discussion with and recruitment of volunteers and staff from local law enforcement, BCRD, Neighborhood groups, Parent organizations, Blaine County bike Coalition. Attendance and Input from parent workshops Aug 18-21 indicates outstanding public awareness of SR2S in Blaine County!

Section 5 – Engineering Only projects that meet the environmental requirements of a Categorical Exclusion shall be considered

Describe the project's proposed improvements to the infrastructure within two miles of the school(s), and name who will be responsible for identifying the safest walking and bicycling routes/maps for both infrastructure and non-infrastructure projects. Include when and how a map will be produced (250 words or less)

A bike path currently runs along an ITD ROW between Hwy 75 and Glenbrook Dr in Hailey providing safety for school children. However there is no connection between the bike path and Woodside Elementary School other than busy city streets without sidewalks. This project proposes to connect the bike path to the school using existing ROW. The ROW proposed is in the back yards of existing homes and would remove children from exposure to traffic.

Describe how the proposed infrastructure project reflects input from the city, community, and other key stakeholders. Provide details of past or future meetings to inform the public about the encouragement/education program being planned (300 words or less)
The proposed project reflects input from stakeholders gathered at various meetings. Specific meetings: February 21st, 2008 Parent Workshops at Woodside School and Feb 21st at Hailey El. School to discuss 2007/2008 Infrastructure projects. April 7-10 Parent workshops at Elementary Schools for further discussion and updates (see Spring 2008 Newsletter. Attendees of April workshops provided input to 2008 Route Map and future infrastructure wish list- Main St. crossings in Hailey and Bellevue, Wood River Trail Connectors and more signage/crosswalks in school zones. The 2008 Route Map and Brochure was developed by BCRD and Mountain Rides staff - distribution to schools and throughout Wood River Trail (bike path) System in May 2008. August 18-21 "cool heads- Helmets and Ice Cream" Workshops for updates and information distribution for 2007/08 projects and for input for 2009 application attended by 43 interested parents and students.

Regular attendance at School Board, with District staff, School Principal and Parent organization will encourage input from key stakeholders. Inclusion in school web page with events for 2008/2009 and safety presentations at school assemblies are planned. The SR2S infrastructure projects will link local streets and bike path for a comprehensive pedestrian and bicycle plan. Regular meetings with MRTA staff, City of Hailey Staff, Forsgren Engineers and School district personnel are planned throughout the process.

Describe how the community plans to accommodate bicyclists and pedestrians. Provide details of policies in place. Provide this detail even if you are not applying for infrastructure funds. Refer to the Application Guidelines for more information (300 words or less)
The City of Hailey Engineering and Planning Department staffs have begun a public process to develop a city-wide Pedestrian and Bicycle Infrastructure Improvement Plan. This process begins with the Transportation Master Plan recommendations for main pedestrian and bicycle routes and proceeds to the design criteria.

Elm St. SR2S project development and construction meets ITD/FHTA standards.

Existing partnerships with Blaine County Schools, Parent organizations, Wood River YMCA, Blaine County Rec District, Citizens for Smart Growth and supporting businesses such as Sturtevant's support Hailey's efforts to be a Walkable and Bikeable community. Citizens group has applied for designation as a Bike Friendly Community. Summer 2008, the City installed illuminated/pedestrian activated crosswalks on Main St. at Croy and Myrtle Streets. Law Enforcement conducts regular enforcement operations at high volume/sensitive Bike and Pedestrian zones.

Section 6 – Education

Describe the project's proposed educational efforts. Describe current educational efforts (400 words or less)

Current E&E efforts include outreach activities for all elementary schools in the district through Mountain Rides Transp. existing non-infrastructure project. Planned upcoming fall and spring workshops and events at all schools will generate increased awareness of SR2S at Woodside el. and surrounding neighborhoods. The May walk/bike month trip tracking competition has created a higher participation level (+131% increase in number of bikes at school) and momentum in the fall for the kickoff events for this application time line. Mountain Rides Transportation and partner organizations including Hailey PD conducted a "Parent Workshop- Cool Heads- Helmets and Ice Cream" giveaway at Woodside Elementary School on August 20, 2008. 43 parents and students attended, 28 helmets were fitted and Helmet Safety and Education information was distributed along with Volunteer signup, SR2S Newsletter, Map and Brochure distribution.

Mountain Rides plans significant Education and Encouragement efforts at Woodside Elementayr and has submitted a separate application for a Non-infrastructure project. The Educational efforts will focus on utilizing educational resources and personnel (maps, fliers, brochures, in-classroom and after school bike and pedestrian training) as well as highlighting the increased Fun, Safety and Health benefits enjoyed by joining Walking and Biking groups. Parent leaders will be provided additional Neighborhood Bike/Ped group organizing and safety orientation as well as "on-route" support and assistance.

Section 7 – Encouragement

Describe the project's proposed encouragement efforts. Describe current encouragement efforts (400 words or less)

Encouragement efforts will include: Parent workshops for neighborhood group organizing and training, public outreach and updates regarding Infrastructure project, general public educational efforts (newsletters, School SR2S- info boards, PTA's, partner organizations, etc). Significant efforts to use media promoting events and activities in English and Spanish . Also significant outreach efforts at the School, inclassroom education and surveying of parents and students. Promotion of Fall and Spring events with lots of PR and fliers, advertising, giveaways galore (including ITD SR2S items). In the 09 project we will be present at school assemblies and supplying the Principal with bike and pedestrian items for weekly "wheel of fortune" spin. MRTA personnel will be present at the school at least one day/week conducting on- site surveys, ride/walk along through neighborhoods, polling parents and distributing information about SR2S events and activities. Woodside Elementary School has great potential as demonstrated by participation levels at big events (46% of students on 2007 International Walk to School Day and Spring W&B Month 25% participation (average 60 bikes/day)! The grand prize again at the Spring Walk & Bike Month contest is a Kid's Mountain Bike and over 25 other prizes donated or provided at cost by local merchants and sponsors!

Current efforts include: Hundreds of giveaways, a wide range of prizes and special recognition for individual and school

achievements for International Walk/bike to School Days, and the Spring Walk or Bike to School Month trip tracking contest.

Our goal is to have a kickoff event in the Fall and Spring of each school year and prolonged efforts in the spring when

Section 8 – Evaluation

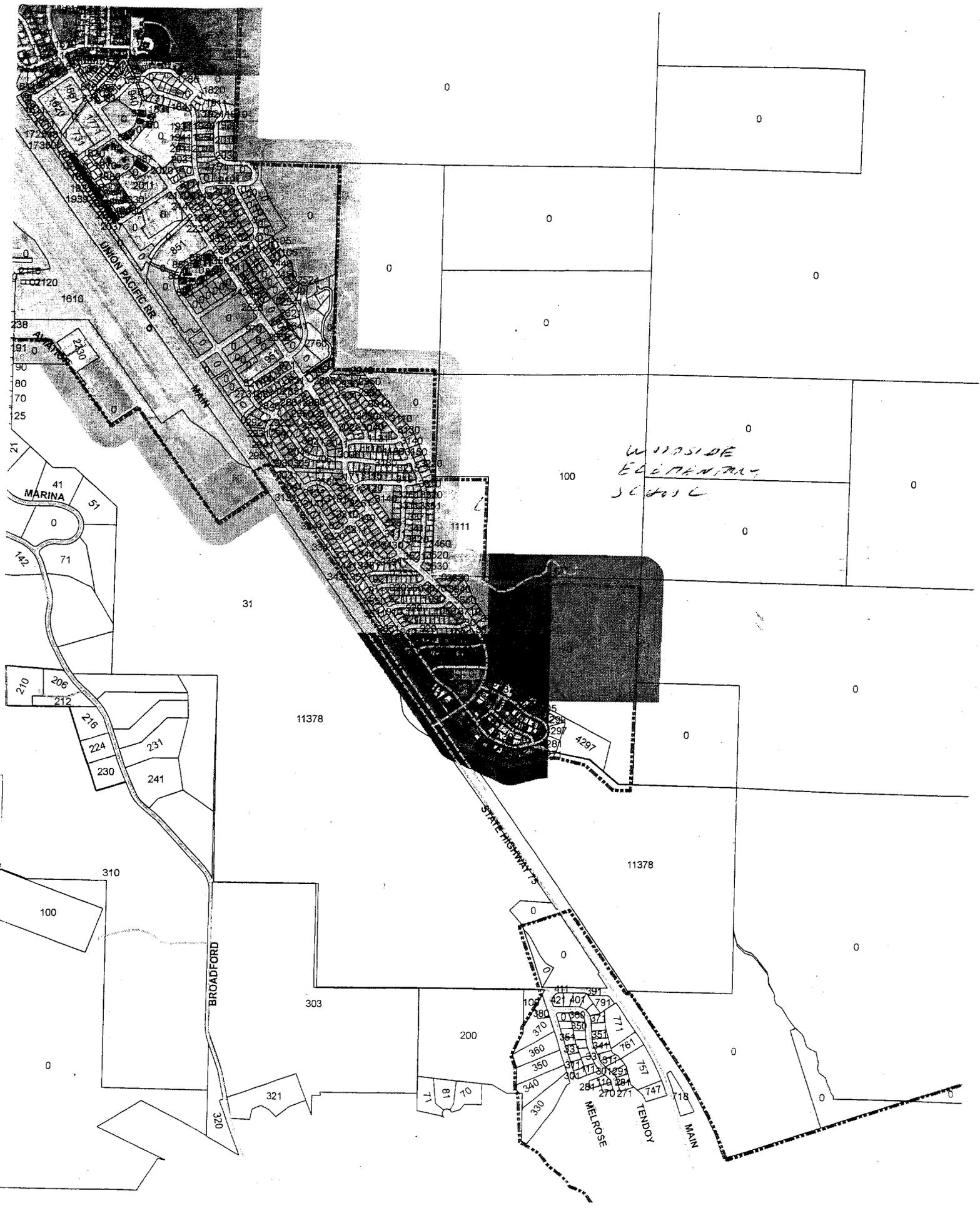
NCSRTS Survey forms and instructions are located at www.saferoutesinfo.org/Resources/Evaluation. An example progress report and a Travel Plan outline are available in the SR2S Guidelines.

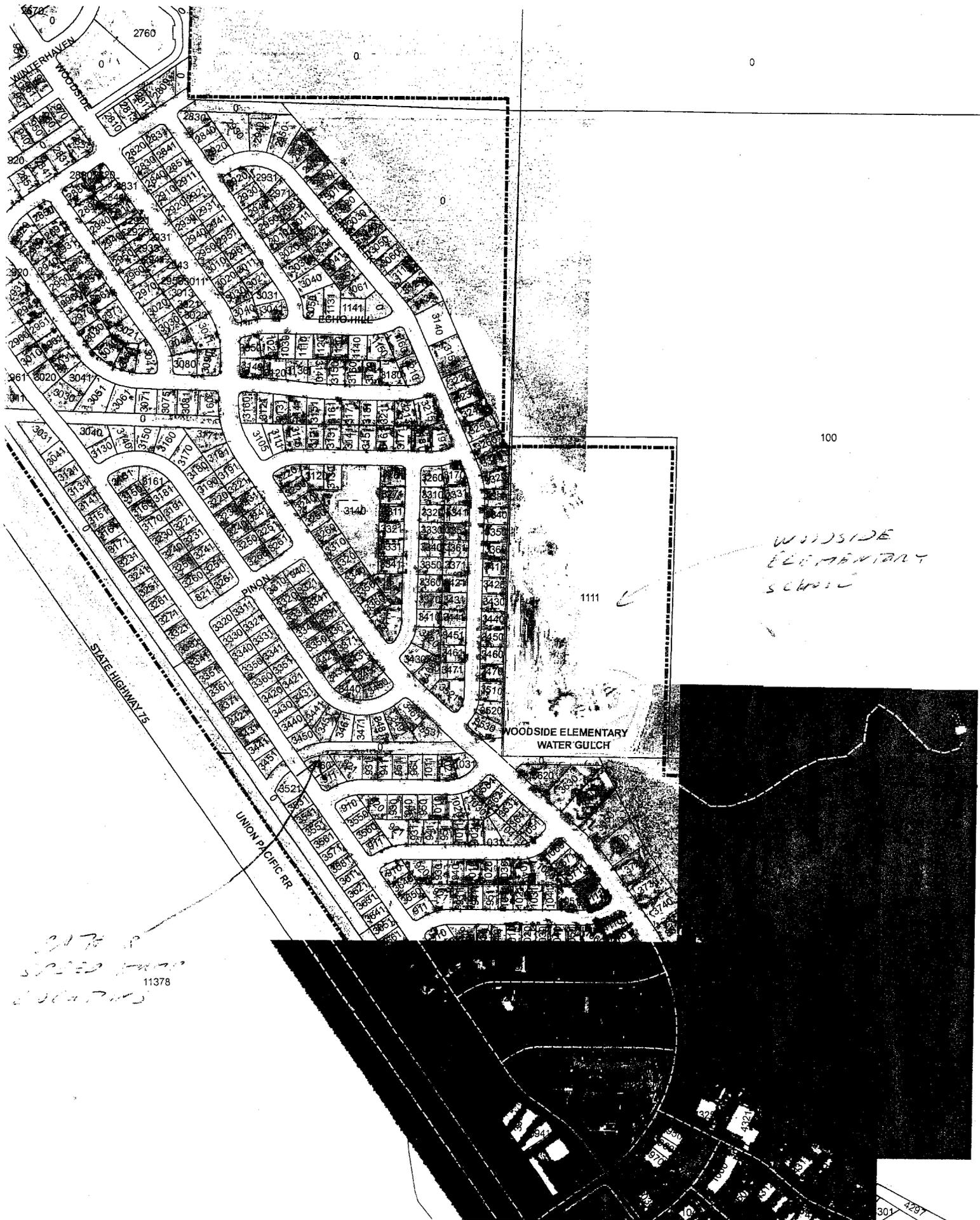
I certify that this project will meet the evaluation requirements for the Idaho Safe Routes to School program, including before-and-after NCSRTS surveys, ITD quarterly progress reports, and a commitment to compile an Idaho School Travel Plan during the two-year program. I understand that this plan must be submitted to ITD with the last reimbursement request. Based on our project timeline, I have identified the month and year that the plan will be submitted.

| | |
|--------------------------------------|---|
| Date Travel Plan is Due (month/year) | Sponsor's Authorized Representative's Signature |
|--------------------------------------|---|

Attachments - The following documents must be attached to your application.

- A map and/or aerial photograph (8.5"x11") showing a two-mile radius around your school(s). These should be in color and in a scale that shows existing conditions (sidewalks, bike lanes, crosswalks, school zones, etc.), the location of the school(s), the most popular walking and bicycling routes, and the location of proposed improvements. Maps/photographs are required for applications with infrastructure improvements and highly recommended for all other applications.
- Cost Estimates – Infrastructure improvement costs and non-infrastructure improvement costs must be estimated separately.
- ITD Environmental Evaluation (ITD 0654 attached)
- Concept report (ITD 0190 attached)
- Letters of Support from partners describing their roles and responsibilities
- Each document/form must have applicable signatures.





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WOODSIDE
ELEMENTARY
school

1111

WOODSIDE ELEMENTARY
WATER GULCH

11378

Section 9 – Funding Requests

Cost Estimate for Non-Infrastructure Efforts: Local funds and in-kind donations are encouraged, but not required.

| Education/Encouragement Activities | Item Description | Costs (\$) | Value of Donated Items | ITD Use Only |
|---|--|-------------|------------------------|--------------|
| Project Public Relations/outreach | 1. Series of meetings to inform public of project scope and status, Media promotions | 2000 | | |
| Parent Workshop promotion | 2. 2-3 workshops: Ads, flyers, posters, emails, and promos to partner organizations | 1500 | 500 worth of free prom | |
| Parent Workshop Materials | 3. Food and beverages, supplies, conference room space, | 750 | | |
| Route Maps/Brochure 2009 | 4. Hailey portion of comprehensive SR2S Map. | 1800 | | |
| Newletter | 5. Printed Seasonal and email newsletter for informational update on events/project status | 500 | | |
| Bike and Pedestrian Safety | 6. Provided by MRTA, Hailey PD, Bike Coalition/League Amer. Cyclist | | donated | |
| MRTA Coordinator Hours | 7. Contribution of MRTA Coordinaor hours for Workshops and Woodside Infrastr. events | | 500 | |
| Safety Equipment, prizes for Spring/Fall Events | 8. Provide helmets for community helmet program, prizes/awards for promo events | 950 | | |
| Maintenance of Path 2008/09 school year | 9. Mowing/weed clearing Webb Landscape | | 500 | |
| Websites | 10. Updates on MRTA website, School District and Woodside Elementary school Website | | donated | |
| E&E in MRTA application | 11. All education and encouragement items included in MRTA application | | | |
| | 12. | | | |
| | Totals | 7500 | | |

Indirect costs The SR2S Advisory Committee may choose not to allow indirect costs. Indirect costs include, but are not limited to, general administration and general overhead, project administration expenses, operation and maintenance expenses, depreciation and use allowances, etc.

| | | |
|---|-----------|---------------------------|
| Printed Name of Person Completing this Section Jim Finch | Signature | Title MRTA Coordinator |
|---|-----------|---------------------------|

Cost Estimate for Infrastructure improvements – Local funds and in-kind donations are encouraged, but not required.

| Items (If quantity and unit price are not applicable, only fill in Cost.) | Quantity (Q) | Unit Price (UP) | Cost (Q x UP) | Value of Donated Items | ITD Use Only |
|---|-----------------|--------------------|------------------|---------------------------|--------------|
| 1. Demolition/Removal of Existing | | | | | |
| 2. Clearing/Grubbing | 1150 | \$1.50 | \$1,725 | | |
| 3. Grading | 150 | \$22.00 | \$3,300 | | |
| 4. Drainage/Irrigation | | | | | |
| 5. Permanent Signs or Displays | 2 | \$200 | \$400 | | |
| 6. Erosion/Pollution Control | | | | | |
| 7. Utility/Sewer | | | | | |
| 8. Pavement and Base | 1150 | \$34.50 | \$39,675 | | |
| 9. Curb and Gutter | | | | | |
| 10. Slope Protection | | | | | |
| 11. Retaining Walls | | | | | |
| 12. Pedestrian Crossing Signals and Illumination | | | | | |
| 13. Striping | | | | \$500 | |
| 14. Bicycle Storage Systems | | | | | |
| 15. Footings/Foundations | | | | | |
| 16. Electrical | | | | | |
| 17. Barriers | | | | | |
| 18. Concrete | | | | | |
| 19. ITD Overhead 5% | 5% | \$3,400 | \$3,400 | | |
| 20. Other (list) Speed Hump, Project Design | 1 | \$23,000 | \$23,000 | | |
| Totals (Maximum allowed \$100,000) | | | \$71,500 | | |

Indirect costs The SR2S Advisory Committee may choose not to allow indirect costs. Indirect costs include, but are not limited to, general administration and general overhead, project administration expenses, operation and maintenance expenses, depreciation and use allowances, etc.

| | | |
|--|-----------|-------|
| Printed Name of Person Completing this Section | Signature | Title |
| | | |

Section 10 – Forms

Environmental Evaluation (ITD 0654)



This form must be filled out for all projects that include infrastructure improvements.

| | | | |
|--|---------------|----------------|-----------------------|
| Date 8/15/08 | District 4 | Route # N/A | City/County Blaine |
| Project Name Woodside Elementary SR2S | | Project Number | Key Number |
| Work Authority | | Program Year | Termini (Mp To Mp) |

| | | |
|--|-------------------------------|---|
| Acres of New Public R/W 0 | Acres of New Private R/W 0 | (Discuss the existing use of R/W to be acquired, plus adjacent land use, zoning, development plans, etc. on attached Environmental Summary Sheet) |
| Tribal Impact <input type="checkbox"/> Cultural <input type="checkbox"/> Archeological <input type="checkbox"/> Reservation <input checked="" type="checkbox"/> None | | Public Interest Expected? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Air Quality <input checked="" type="checkbox"/> Attainment Area <input type="checkbox"/> Non-Attainment Area <input type="checkbox"/> CO <input type="checkbox"/> PM Exempt Project <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Type One Project (i.e., New Location, Substantial Alignment Change, Addition of a Through-Traffic Lane) | | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Construction Impacts Requiring Special Provisions (Enter Details on Reverse Side) | | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Program Year ADT DHV % Trucks Posted Speed 20 | | Design Year ADT DHV % Trucks Posted Speed 20 |
| Distance of Nearest Noise Receptor to Centerline Existing N/A Proposed N/A | | |

Project Purpose and Benefits

Double mark (xx) only the item that best describes the Primary Reason for Proposing this Project

Single mark (x) all Other Relevant Items

- | | |
|---|--|
| <input type="checkbox"/> Maintain/Improve User Operating Conditions | <input type="checkbox"/> Enhance Accessibility for the Disabled/Safety |
| <input type="checkbox"/> Maintain/Improve Traffic Flow | <input checked="" type="checkbox"/> Enhance Pedestrian Safety and/or Capacity |
| <input type="checkbox"/> Time Savings | <input checked="" type="checkbox"/> Enhance Bicycle Safety and/or Capacity |
| <input type="checkbox"/> Increase Capacity | <input type="checkbox"/> Traffic Composition Enhancement (e.g., Truck Route, HOV Lane, Climbing Lane) |
| <input type="checkbox"/> Reduce Congestion | <input type="checkbox"/> Visual/Cultural Enhancement (e.g., Landscaping, Historic Preservation) |
| <input type="checkbox"/> Reduce Hazard(s) | <input type="checkbox"/> Environmental Enhancement (e.g., Air Quality, Noise Attenuation, Water Quality) |
| <input type="checkbox"/> Reduce Highway User Operating Costs | <input type="checkbox"/> Economic Prudence (e.g., Repair Less Expensive than Replacement, B/C Ratio) |
| <input type="checkbox"/> Other, List | |

Check Any of the Following That Require Avoidance, Minimization, or Discussion (If Yes, describe in the Environmental Document or CE)

- | | Yes | No | | Yes | No |
|---|--------------------------|-------------------------------------|---|--------------------------|-------------------------------------|
| 1. Noise Criteria Impacts* | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 17. Threatened/Endangered Species* | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Change in Access or Access Control | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> Listed <input type="checkbox"/> Proposed | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Change in Travel Patterns | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 18. Air Quality Impacts | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 4. Neighborhood or Service Impacts | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 19. Inconsistent With Air Quality Plan | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 5. Economic Disruption | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> SIP <input type="checkbox"/> TIP. | | |
| 6. Inconsistent W/Local or State Planning | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 20. Stream Alteration/Encroachment** | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7. Minorities, Low Income Populations | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> IWDR <input type="checkbox"/> F&G <input type="checkbox"/> COE (404) | | |
| 8. Displacements* | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 21. Flood Plain Encroachment* | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| | | | | | |
|---|--------------------------|-------------------------------------|--|-------------------------------------|-------------------------------------|
| | Yes | No | | Yes | No |
| 9. Section 4(f) Lands-DOT Act 1966* (i.e., Public Parks/Rec Areas/Trails, Wildlife/Waterfowl Refuges, Wild or Scenic Rivers, Historic Sites/Bridges, Archaeological Resources | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> Longitudinal <input type="checkbox"/> Traverse | | |
| 10. LWCF Recreation Areas/6(f) Lands* | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 22. Regulatory Floodway | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 11. Section 106-Nat. Hist. Preserv. Act* | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> PE Cert. & FEMA Approval <input type="checkbox"/> Revision | | |
| 12. FAA Airspace Intrusion** | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 23. Navigable Waters** | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 13. Visual Impacts | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> CG (Sec 9) <input type="checkbox"/> COE (Sec 10) <input type="checkbox"/> Dept. Lands | | |
| 14. Prime Farmland*, Parcel Splits | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 24. Wetlands* | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 15. Known/Suspected "Hazmat" Risks | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> Jurisdictional** (404) <input type="checkbox"/> Non-Jurisdictional | | |
| 16. Wildlife/Fish Resources/Habitat** | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 25. Sole Source Aquifer | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| | | | <input type="checkbox"/> Exempt Project <input type="checkbox"/> Non-Exempt** | | |
| | | | 26. Water Quality, Runoff Impacts | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| | | | 27. NPDES-General Permit | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

(If no, complete sediment-erosion control plan)

*If yes to these items, supplemental reports or documentation are required (e.g., Relocation Report; Wetlands Determination/Finding; Fish and Wildlife Species List Update; SCS Form AD-1006, *Biological Assessment*, etc.)

**If yes to these items, a letter of input is required from the appropriate agency.

Recommendation

| |
|---|
| <input checked="" type="checkbox"/> A. The project does not individually or cumulatively have a significant adverse effect on the human environment (Categorical Exclusion) <input checked="" type="checkbox"/> 23 CFR 771.117(c), i.e., Special and Programmatic <input type="checkbox"/> 23 CFR 771.117(d), i.e., FHWA Approval |
| <input type="checkbox"/> B. There is insufficient information to support A above or no precedent exists. (Environmental Assessment) |
| <input type="checkbox"/> C. The project will result in a significant effect on the human environment. (Environmental Impact Statement) |

| | |
|---|------|
| Prepared By (Consultant, District Environmental Planner, or LHTAC Signature*) | Date |
| Reviewed By (District Environmental Planner, Project Development Engineer, or LHTAC Signature*) | Date |

***One Signature by an ITD Planner and one by an ITD Engineer or Consultant**

| |
|---|
| Construction Impacts Requiring Special Provisions None |
|---|

| |
|---|
| Project Description (If not attached) Woodside Elementary Safe Routes to School proposed construction. The "canal" path between Glenbrook Dr. and Woodside Blvd. is in poor condition and requires a permanent surface. The path will provide an isolated Safe Route connection to Woodside Elementary School. Connections to existing and planned infrastructure improvements require further education and encouragement projects promoting their expansion and use. |
|---|

Safe Routes To School (SR2S) Project Concept Report



See instructions on page 2, or click on [Go to Instructions](#)

| | | | |
|---|-------------------------------------|--|---|
| 1. Project Title Woodside Elementary | | Location Hailey, ID | |
| Located on National Highway System <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | Impacts Roadway Prism (see instructions) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| 2. Proposed SR2S Improvements | | | |
| <input checked="" type="checkbox"/> Separated Pathway | | <input type="checkbox"/> Sidewalks | |
| <input type="checkbox"/> Part of Road Widening | | <input type="checkbox"/> Curb and Gutter | |
| <input type="checkbox"/> Drainage | | <input type="checkbox"/> Other (describe) _____ | |
| 3. Right-of-Way is Established (if No, see instructions) | | 4. Maps (attach as appropriate) | |
| a. ITD Ownership <input type="checkbox"/> Yes <input type="checkbox"/> No | | <input checked="" type="checkbox"/> a. Vicinity Map | |
| b. Private Ownership <input type="checkbox"/> Yes <input type="checkbox"/> No | | <input type="checkbox"/> b. Signage | |
| c. Local Governmental Ownership <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | <input type="checkbox"/> c. Historic District | |
| 5. Standards <input type="checkbox"/> AASHTO <input type="checkbox"/> ITD <input type="checkbox"/> Idaho State Public Works Construction (ISPWC) | | | |
| <input checked="" type="checkbox"/> Local (meets ISPWC minimum) <input type="checkbox"/> Other (specify) _____ | | | |
| 6. Proposed Work – check appropriate activities (Note: ADA work items listed separately in Part 8, below) | | | |
| <input type="checkbox"/> Excavation | <input type="checkbox"/> Bike Lanes | <input type="checkbox"/> Curb and Gutter | <input type="checkbox"/> Sidewalk |
| <input type="checkbox"/> Drainage | <input type="checkbox"/> Utilities | <input type="checkbox"/> Base | <input type="checkbox"/> Bridge |
| <input type="checkbox"/> Guard Rails | <input type="checkbox"/> Fence | <input type="checkbox"/> Bike Racks | <input type="checkbox"/> Benches |
| <input checked="" type="checkbox"/> Other (specify) <u>Speed Hump</u> | | | <input type="checkbox"/> Lighting |
| | | | <input checked="" type="checkbox"/> Surfacing |
| | | | <input type="checkbox"/> Striping |
| 7. Railroad Right-of-Way is Impacted <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| If Yes, attach site plans (including narrative) and/or indicate when plans and agreements will be available _____ | | | |
| 8. Americans With Disabilities Act (ADA) Improvements Planned <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| If Yes, provide site plans indicating location and graphics. | | | |
| If No, explain: _____ | | | |
| 9. Signatures and Concept Report | | | |
| ITD SR2S District Contact Name (Printed) | Signature | Date | |
| Sponsor's Name (Printed) | Signature | Date | |
| Concept Report Narrative (200 words or less) | | | |

The neighborhood surrounding Woodside Elementary School has no sidewalks or improved bike facilities providing access to the school. Traffic at and near the Woodside Elementary School continues to be a major barrier to Safe walking or biking to school. Promotion of the use of planned bike/pedestrian improvements is a continuing education effort. Walk and Bike to School Promotion days indicate a high level of participation of students walking or biking to school (42% overall participation at Woodside Elementary School). The high level of day to day traffic congestion in the school zone demonstrates the ongoing need for increasing the level of safety awareness throughout the neighborhood. The "canal" path between Glenbrook Dr. and Woodside Blvd. is in poor condition and requires a permanent surface. The path will provide an isolated Safe Route connection to Woodside Elementary School. Connections to existing and planned infrastructure improvements require further education and encouragement projects promoting their expansion and use.



RECEIVED

AUG 20 2008

TH

Safe Routes to School Proclamation of Support

For Woodside Elementary School 2009 Infrastructure Application

Whereas, the safety of Hailey children can be improved by improving the pedestrian and cycling infrastructure around our schools.

Whereas, a lack of physical activity plays a leading role in rising rates of obesity, diabetes and other health problems among children and being able to walk or bicycle to school offers an opportunity to build activity into daily routine.

Whereas, driving students to school by private vehicle contributes to traffic congestion and air pollution.

Whereas, it is important to teach children about pedestrian safety and become aware of the difficulties and dangers that children face on their trip to school each day and the health and environmental risks related to physical inactivity and air pollution.

Whereas, our community has been actively involved in making it easier and safer for children to walk and bicycle in our communities, and this project will further these efforts.

Whereas, children, parents and community leaders around the world are joining together to walk and bike to school and evaluate walking and bicycling conditions in their communities.

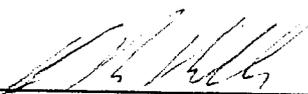
Now Therefore, Be It Resolved that the undersigned agree to be partners in making it safer to bike and walk to school and, in particular, to the success of the Woodside Elementary 2009 Infrastructure Application.

Rick Davis
Mayor, City of Hailey

Tom Hellen
Director of Public Works, City of Hailey

Jeff Gunter
Chief of Police, City of Hailey

Gary St. George
Principal, Woodside Elementary



Jason Miller
Director, Mountain Rides Transportation

Tiffany Lago
Chair, Woodside Elementary PTA

Dr. Jim Lewis
Superintendent, Blaine County School District

Rex Squires
Transportation Director, Blaine County School District

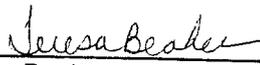
Walt Femling
Blaine County Sherriff

Tom Bowman
Chairman, Blaine County Commissioners

Vanessa Fry
Citizens for Smart Growth, Exec. Director

Jim Keating
Blaine County Recreation District, Exec. Director

Bruce Jensen
St. Luke's Wood River Medical Center
CEO


Teresa Beahen
Wood River Community YMCA
Executive Director

Summary of partners and their roles in providing a comprehensive 5 E's SR2S Program for Blaine County applications:

Mountain Rides Transportation Authority- Take the lead on all of the education, encouragement and evaluation portions of the project

City of Bellevue- Provide donations of time and resources to get the infrastructure project designed and built, provide public forum for information

Bellevue Marshal's Office- Provide enforcement of traffic laws, support of biking and walking groups, as well as help provide pedestrian and bike education

City of Hailey- Provide donations of time and resources to get the infrastructure project designed and built, provide public forum for information

Hailey Police Department- Provide enforcement of traffic laws, support of biking and walking groups, as well as help provide pedestrian and bike education

Blaine County Commissioners- Provide forum for public information and access to GIS mapping technology to develop Safe Routes maps

Blaine County Sherriff- Provide enforcement support

Blaine County Recreation District- Give time and resources to support the public education and encouragement pieces

Blaine County School District- Provide point of information distribution to parents and students, as well as transportation consulting expertise on where kids are concentrated, traffic impacts, dangerous intersections, best routes, etc.

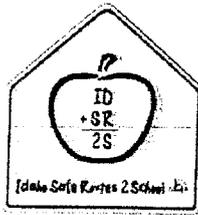
Elementary Schools, Middle Schools and PTAs- Coordinate distribution of information to kids and parents about project and Safe Routes, giving classroom time

Citizens for Smart Growth- Help promote to their members, who are community leaders who believe in the Safe Routes concept

St. Luke's Center for Community Health- Outlet for getting information out to the community on the importance of Safe Routes to School for kids' health

Wood River Community YMCA- Outlet for free advertising and promotion to parents, public declaration of support for the project

Papoose Club- Provide access to involved parents and members of their organization, as well as potential for financial donation to buy kid safety items



Safe Routes to School Proclamation of Support

For Mountain Rides Transportation System 2009 Non-infrastructure Application

Whereas, the safety and health of Blaine County children can be improved through education and encouragement of safe biking and walking to school.

Whereas, a lack of physical activity plays a leading role in rising rates of obesity, diabetes and other health problems among children and being able to walk or bicycle to school offers an opportunity to build activity into daily routine.

Whereas, driving students to school by private vehicle contributes to traffic congestion and air pollution.

Whereas, it is important to teach children about pedestrian safety and become aware of the difficulties and dangers that children face on their trip to school each day and the health and environmental risks related to physical inactivity and air pollution.

Whereas, our community has been actively involved in making it easier and safer for children to walk and bicycle in our communities, and this project will further these efforts.

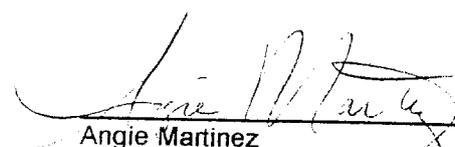
Whereas, children, parents and community leaders around the world are joining together to walk and bike to school and evaluate walking and bicycling conditions in their communities.

Now Therefore, Be It Resolved that the undersigned agree to be partners in making it safer to bike and walk to school and, in particular, to the success of the **Mountain Rides Transportation 2009 Non-infrastructure Application**.

Dr. Jim Lewis
Superintendent, Blaine County School
jlewis@blaineschools.org

Don Haisley
Principal Hemingway Elementary
dhaisley@blaineschools.org

Tom Bailey
Principal, Hailey Elementary
tbailey@blaineschools.org



Angie Martinez
Principal, Bellevue Elementary
amartinez@blaineschools.org

Gary St. George
Principal, Woodside Elementary
gstgeorge@blaineschools.org

Fritz Peters
Principal, Wood River Middle School
fpeters@blaineschools.org

Vanessa Fry
Citizens for Smart Growth
Executive Director

Jim Keating
Blaine County Recreation District
Executive Director

Bruce Jensen
St. Luke's Wood River Medical Center
CEO

Gwen Thompson
Papoose Club President


Teresa Beahen
Wood River Community YMCA Director

Tom Bowman
Chairman, Blaine County
Commissioners
tbowman@county.blaine.id.us

Walt Femling
Blaine County Sheriff
wfemling@county.blaine.id.us

Tom Blanchard
City of Bellevue, City Administrator
tblanchard@bellevueidaho.us

Rick Davis, Mayor
City of Hailey, ID

Tom Hellen
City of Hailey, Director of Public Works

Randy Hall, Mayor
City of Ketchum, ID

Summary of partners and their roles in providing a comprehensive 5 E's SR2S Program for Blaine County applications:

Mountain Rides Transportation Authority- Take the lead on all of the education, encouragement and evaluation portions of the project

City of Bellevue- Provide donations of time and resources to get the infrastructure project designed and built, provide public forum for information

Bellevue Marshal's Office- Provide enforcement of traffic laws, support of biking and walking groups, as well as help provide pedestrian and bike education

City of Hailey- Provide donations of time and resources to get the infrastructure project designed and built, provide public forum for information

Hailey Police Department- Provide enforcement of traffic laws, support of biking and walking groups, as well as help provide pedestrian and bike education

Blaine County Commissioners- Provide forum for public information and access to GIS mapping technology to develop Safe Routes maps

Blaine County Sherriff- Provide enforcement support

Blaine County Recreation District- Give time and resources to support the public education and encouragement pieces

Blaine County School District- Provide point of information distribution to parents and students, as well as transportation consulting expertise on where kids are concentrated, traffic impacts, dangerous intersections, best routes, etc.

Elementary Schools, Middle Schools and PTAs- Coordinate distribution of information to kids and parents about project and Safe Routes, giving classroom time

Citizens for Smart Growth- Help promote to their members, who are community leaders who believe in the Safe Routes concept

St. Luke's Center for Community Health- Outlet for getting information out to the community on the importance of Safe Routes to School for kids' health

Wood River Community YMCA- Outlet for free advertising and promotion to parents, public declaration of support for the project

Papoose Club- Provide access to involved parents and members of their organization, as well as potential for financial donation to buy kid safety items

AGENDA ITEM SUMMARY

DATE: 8/25/08 DEPARTMENT: PW DEPT. HEAD SIGNATURE: 

SUBJECT: Declare additional vehicles as surplus for a September 7 Auction with Bellevue

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The attached list shows the remaining vehicles and equipment to be declared surplus by the city council. I am working with the City of Bellevue for a joint auction on September 7 in Airport West.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

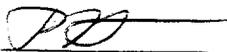
*Ord./Res./Agmt./Order Originals: Record
Copies (all info.): _____
Instrument # _____

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

SURPLUS EQUIPMENT LIST

| <u>Equipment no.</u> | <u>Equipment type</u> | <u>Year/Make/Model</u> | <u>Vehicle ID# VIN</u> | <u>Department</u> | <u>License #</u> | <u>Cost new</u> | <u>Date purchased</u> |
|----------------------|-----------------------|------------------------|------------------------|-------------------|------------------|-----------------|-----------------------|
| 4092 | END DUMP | 1993 CLEMENT | 1W94E252OVS004136 | STREET | A6245 | N/A | N/A |
| 4082 | END DUMP | 1980 FRUEHAUF | FWT031904 | STREET | A4333 | N/A | N/A |
| | CAR | FORD CROWN VICT | 2FAFP71W71X151475 | POLICE | HPD 5 | N/A | N/A |
| | CAR | FORD CROWN VICT | 2FALP71W9VX137988 | POLICE | N/A | N/A | N/A |
| 7012 | P/U TRUCK | 1994 CHEVY 2500 | 1GBGK24F3RE174183 | SEWER | C6037 | 10,000 | 4/2/1999 |
| 6014 | P/U TRUCK | 1985 DODGE 3500 | FS592348 | WATER | C9339 | N/A | N/A |
| 6017 | P/U TRUCK | 1998 CHEVY 2500 | 1GCGK24R5WZ152874 | WATER | C9242 | 18,975 | 1/16/1998 |

AGENDA ITEM SUMMARY

DATE: 8/25/08 **DEPARTMENT:** Engr **DEPT. HEAD SIGNATURE:** 

SUBJECT: Motion to Approve Change Order #1 to Power Plus, Inc. for the Countryside Traffic Signal

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

There were additional requirements from ITD on the signal design during bidding including additional conduits and luminaires for the intersection, red obstruction lights were required by the FAA and clarifications were requested by the contractor. The total additional cost for these items is \$45,804. I recommend approval of the change order.

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

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

Ord./Res./Agmt./Order Originals: Record
Copies (all info.): _____
Instrument # _____

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

CHANGE ORDER

No. 1

DATE OF ISSUANCE 8/25/08

EFFECTIVE DATE 8/25/08

OWNER City of Hailey

CONTRACTOR Power Plus, Inc.

Contract: _____

Project: Countryside Traffic Signal

OWNER's Contract No. _____ ENGINEER's Contract No. _____

ENGINEER Thomas Hellen

You are directed to make the following changes in the Contract Documents:

Description: Items as shown in Addendum #2 dated August 14, 2008

Reason for Change Order: Revisions to the plans bid as a result of ITD comments, Red obstruction light requested by the FAA, Clarification of items requested by Power Plus, Inc.

Attachments: (List documents supporting change) Addendum #2, FAA Letters of "Determination of No Hazard to Air Navigation

| CHANGE IN CONTRACT PRICE: |
|---|
| Original Contract Price \$ <u>107,390</u> |
| Net Increase (Decrease) from previous Change Orders No. ___ to ___: \$ <u>N/A</u> |
| Contract Price prior to this Change Order: \$ <u>107,390</u> |
| Net increase (decrease) of this Change Order: \$ <u>45,804</u> |
| Contract Price with all approved Change Orders: \$ <u>153,194</u> |

| CHANGE IN CONTRACT TIMES: |
|---|
| Original Contract Times: Substantial Completion: <u>Sept 30, 2008</u> Ready for final payment: <u>October 31, 2008</u> (days or dates) |
| Net change from previous Change Orders No. ___ to ___: Substantial Completion: <u>N/A</u> Ready for final payment: <u>N/A</u> (days) |
| Contract Times prior to this Change Order: Substantial Completion: <u>September 30, 2008</u> Ready for final payment: <u>October 31, 2008</u> (days or dates) |
| Net increase (decrease) this Change Order: Substantial Completion: <u>0</u> Ready for final payment: <u>0</u> (days) |
| Contract Times with all approved Change Orders: Substantial Completion: <u>September 30, 2008</u> Ready for final payment: <u>October 31, 2008</u> (days or dates) |

RECOMMENDED:

APPROVED:

ACCEPTED:

By: [Signature] By: _____
ENGINEER (Authorized Signature) OWNER (Authorized Signature)

By: _____
CONTRACTOR (Authorized Signature)

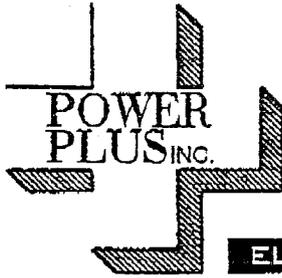
Date: 8/25/08

Date: _____

Date: _____

EJCDC 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.



25 N.Hartman
Boise, Idaho 83704
208/323-1506
Fax/323-1790

ELECTRICAL CONTRACTORS "working to give you POWER PLUS SERVICE"

FAX/E-MAIL COVER SHEET

DATE: 8-18-08

TO: Tom Hellen

COMPANY NAME: City of Hailey

FAX NUMBER: 1 (208) 788-2924

NUMBER OF PAGES, INCLUDING THIS SHEET: 4

RE: Countryside & Hwy 75 traffic signal

MESSAGE: change order request pricing

FROM: Jeremy Kuntz

electrical • data cabling • telecommunications



25 N.Hartman
Boise, Idaho 83704
208/323-1506
Fax/323-1790

ELECTRICAL CONTRACTORS

working to give you POWER PLUS SERVICE

August 18, 2008

City of Hailey
115 Main Street South
Hailey, ID 83333

Attn: Tom Hellen
Re: Countryside & Hwy 75 traffic signal
Addendum #2 Change orders

Sir,

As per your request is our price to install extra signal equipment and conduit according to Addendum number 2 sent to us on August 14, 2008. Please see attached scope of work and prices. Power Plus would like to request an expedited turn around of this change order so that we can proceed with ordering the long lead items and to install the required conduit so as to keep delays on this project to a minimum.

If you have any questions please call.

Respectfully submitted,

Jeremy J. Kuntz

Jeremy J. Kuntz

Power Plus Inc.

jkuntz@pwrplusinc.com

Idaho Contractors License 14995C
Idaho Public Works No. 10947-AAA-4(16000)
Contractors Registration No. REC-3894

**ADDENDUM NUMBER 2
August 14, 2008**

CITY OF HAILEY

COUNTRYSIDE TRAFFIC SIGNAL INSTALLATION

This addendum is hereby made a part of the contract documents to the same extent as though were originally included therein.

Scope of Work:

1. Two additional conduits will be installed across Countryside Blvd to accommodate an electrical supply circuit from the power pole on the southeast corner of Countryside Blvd/Hwy 75 and a spare conduit for the Advanced Warning Sign to the south. Remove one 2" conduit from the power service pedestal east to existing power pole on the north side of Countryside Blvd.
2. One additional conduit needs to be installed on both the east and west sides of Highway 75 from the traffic signal controller to the Advanced Warning Signs.
3. Two 10' traffic signal poles need to be added to accommodate the construction of a luminaire on Poles A and B. The plans have been modified to show this revision.
4. Add one FAA approved red obstruction light on top of each traffic signal pole. The obstruction lights shall meet the Federal Aviation Administration "Advisory Circular AC 70/7460-1K".
5. Item no 11 on Sheet 3 of 16, Junction Box, shall be revised from 12 ea. to 18 ea.
6. On Sheet 8 of 16 revise the number of 5C wires to Pole B from 5 to 3.
7. On Sheet 5 of 16 remove the Meter Pedestal from the base of the power pole.
8. On Sheet 8 of 16 remove two conduits from Pole B and one conduit from Pole A.

ITEM (Item Number on Addendum 2)

| | |
|---|---------------------------------|
| 1. Additional conduit Crossings | \$ <u>9,757.00</u> |
| 2. Additional Conduit to AWS | \$ <u>8,483.00</u> |
| 3. Furnish & Install Signal Pole Extensions | \$ <u>19,854.00</u> |
| 4. Furnish & Install 2 Red Obstruction Lights | \$ <u>4,892.00</u> |
| 5. Additional Junction Boxes | \$ <u>3,604.00</u> |
| 6. Reduce the number of 5C wires to Pole B | \$ <u>-566.00</u> |
| 7. Remove meter pedestal | \$ <u>Did not Bid 2 meters.</u> |
| 8. Four conduits to each Pole | \$ <u>-220.00</u> |

TOTAL \$45,804

CITY OF HAILEY
115 MAIN STREET SOUTH
HAILEY, IDAHO 83333

Tom Hellen

From: Bruce Christensen [Bruce.Christensen@itd.idaho.gov]
Sent: Thursday, July 03, 2008 9:57 AM
To: Lori Labrum
Cc: seank; Nick Brizzi; Tom Hellen; Katherine Olson; Terry McAdams; Cindy Mendoza; George Dains; Carl Main; Walter Burnside
Subject: Countryside & SH-75 Signal Plans

Lori,

Here are the main comments to address from HQ plan review dated 6/12/08. There are other pay item related comments which do not apply because Hailey is administering the contract as a lump sum and paying for the work. I will try to Fedex the redlines to you for delivery Saturday, Lori, if you please tell me where to send them.

- 1) Need 2 conduits to advanced warning beacons - 1 for detection loops and 1 for signal wires.
- 2) Change hours to prohibit lane closures from Friday to Weekdays 7-9am and 4-6pm.
- 3) Does meter pedestal at Sta 20+33.66 replace the dual meter service pedestal at Sta 20+48.15? Need to clarify or remove.
- 4) Video detection zones shown on sheet 5 of 16 do not conform to I-5. Please revise using 50 mph standard shown on I-5.
- 5) On Sht 6 of 16, signal head 4 does not have a red arrow according to materials quantity sheet (red ball) but should to match other existing FYA signals in Hailey. Also, signal head 4 should be red during phase 6, not green as shown.
- 6) Merging tapers on SH-75 (55 mph, 12 foot lane) should be at least 660 feet long (sht 16 of 16).

We appreciate HQ's thorough job in reviewing the plans. (Good job, Nick, and thanks).

Bruce Christensen, PE
ITD D4 Traffic Engineer
216 So Date; Shoshone, ID 83352
Office: 208-886-7860
Mobile: 208-316-0523
Fax: 208-886-7895
Bruce.Christensen@itd.idaho.gov



Federal Aviation Administration
Air Traffic Airspace Branch, ASW-520
2601 Meacham Blvd.
Fort Worth, TX 76137-0520

Aeronautical Study No.
2008-ANM-2195-OE

Issued Date: 08/11/2008

TOM HELLEN
CITY OF HAILEY
115 MAIN STREET SOUTH STE H
HAILEY, ID 83333

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

| | |
|------------|---|
| Structure: | TRAFFIC SIGNAL - POLE A |
| Location: | HAILEY, ID |
| Latitude: | 43-29-56.26N NAD 83 |
| Longitude: | 114-17-20.12W |
| Heights: | 30 feet above ground level (AGL) 5302 feet above mean sea level (AMSL) |

This aeronautical study revealed that the structure would have no substantial adverse effect on the safe and efficient utilization of the navigable airspace by aircraft or on the operation of air navigation facilities. Therefore, pursuant to the authority delegated to me, it is hereby determined that the structure would not be a hazard to air navigation provided the following condition(s) is(are) met:

As a condition to this Determination, the structure is marked and/or lighted in accordance with FAA Advisory circular 70/7460-1 K Change 2, Obstruction Marking and Lighting, red lights - Chapters 4,5(Red),&12.

See attachment for additional condition(s) or information.

This determination expires on 02/11/2010 unless:

- (a) extended, revised or terminated by the issuing office.
- (b) the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within 6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE POSTMARKED OR DELIVERED TO THIS OFFICE AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE.

This determination is subject to review if an interested party files a petition that is received by the FAA on or before September 10, 2008. In the event a petition for review is filed, it must contain a full statement of the

basis upon which it is made and be submitted in triplicate to the Manager, Airspace and Rules Division - Room 423, Federal Aviation Administration, 800 Independence Ave., Washington, D.C. 20591.

This determination becomes final on September 20, 2008 unless a petition is timely filed. In which case, this determination will not become final pending disposition of the petition. Interested parties will be notified of the grant of any review. For any questions regarding your petition, please contact Office of Airspace and Rules via telephone -- 202-267-8783 - or facsimile 202-267-9328.

This determination is based, in part, on the foregoing description which includes specific coordinates, heights, frequency(ies) and power. Any changes in coordinates, heights, and frequencies or use of greater power will void this determination. Any future construction or alteration, including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

This aeronautical study considered and analyzed the impact on existing and proposed arrival, departure, and en route procedures for aircraft operating under both visual flight rules and instrument flight rules; the impact on all existing and planned public-use airports, military airports and aeronautical facilities; and the cumulative impact resulting from the studied structure when combined with the impact of other existing or proposed structures. The study disclosed that the described structure would have no substantial adverse effect on air navigation.

An account of the study findings, aeronautical objections received by the FAA during the study (if any), and the basis for the FAA's decision in this matter can be found on the following page(s).

A copy of this determination will be forwarded to the Federal Communications Commission if the structure is subject to their licensing authority.

If we can be of further assistance, please contact Robert van Haastert, at (907)271-5863. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2008-ANM-2195-OE.

Signature Control No: 582364-103178141

(DNH)

Kevin P. Haggerty
Manager, Obstruction Evaluation Service

Attachment(s)
Additional Information
Map(s)

Additional information for ASN 2008-ANM-2195-OE

NARRATIVE AERONAUTICAL STUDY NO. 2008-ANM-2195-OE

Abbreviations

AGL - above ground level

MSL - mean sea level

RWY - runway

IFR - instrument flight rules

VFR - visual flight rules

Part 77 - Title 14 Code of Federal Regulations (CFR) Part 77, Objects Affecting Navigable Airspace

1. LOCATION OF PROPOSED CONSTRUCTION

The proposed 30 AGL/5302 MSL traffic control light pole would be located 841 feet north of the RWY 31 threshold at Friedman Memorial Airport (SUN) at Hailey, ID. The traffic control light pole would be 425 feet perpendicular to RWY 13/31 and would be located at the intersection of Highway 75 and Countryside Boulevard. The SUN RWY 31 threshold elevation is 5318 MSL.

2. OBSTRUCTION STANDARDS EXCEEDED

The structure is identified as a Part 77 obstruction as follows Section 77.25(e) -- The transitional surface area designated to prevent tall structures from being located at the edge of the primary and approach surfaces of an airport established under 77.23, 77.25, or 77.29. This structure would exceed SUN RWY 31 transition area by seven (7) feet.

3. EFFECT ON AERONAUTICAL OPERATIONS

- a. The impact on arrival, departure, and en route procedures for aircraft operating under VFR follows: Exceeds the transitional surface by 7 feet at the approach end of SUN RWY 31.
- b. The impact on arrival, departure, and en route procedures for aircraft operating under IFR follows: None.
- c. The impact on all-existing public-use airports and aeronautical facilities follows: None.
- d. The impact on all planned public-use airports and aeronautical facilities follow: None.
- e. The cumulative impact resulting from the proposed construction or alteration of a structure when combined with the impact of other existing or proposed structures follows: None.

4. CIRCULATION AND COMMENTS RECEIVED

The proposal was circulated for public comment on 2 July 2008 and no comments were received by 10 August 2008.

5. DETERMINATION - NO HAZARD TO AIR NAVIGATION

It is determined that the proposed construction would not have a substantial adverse effect on the safe and efficient use of navigable airspace by aircraft.

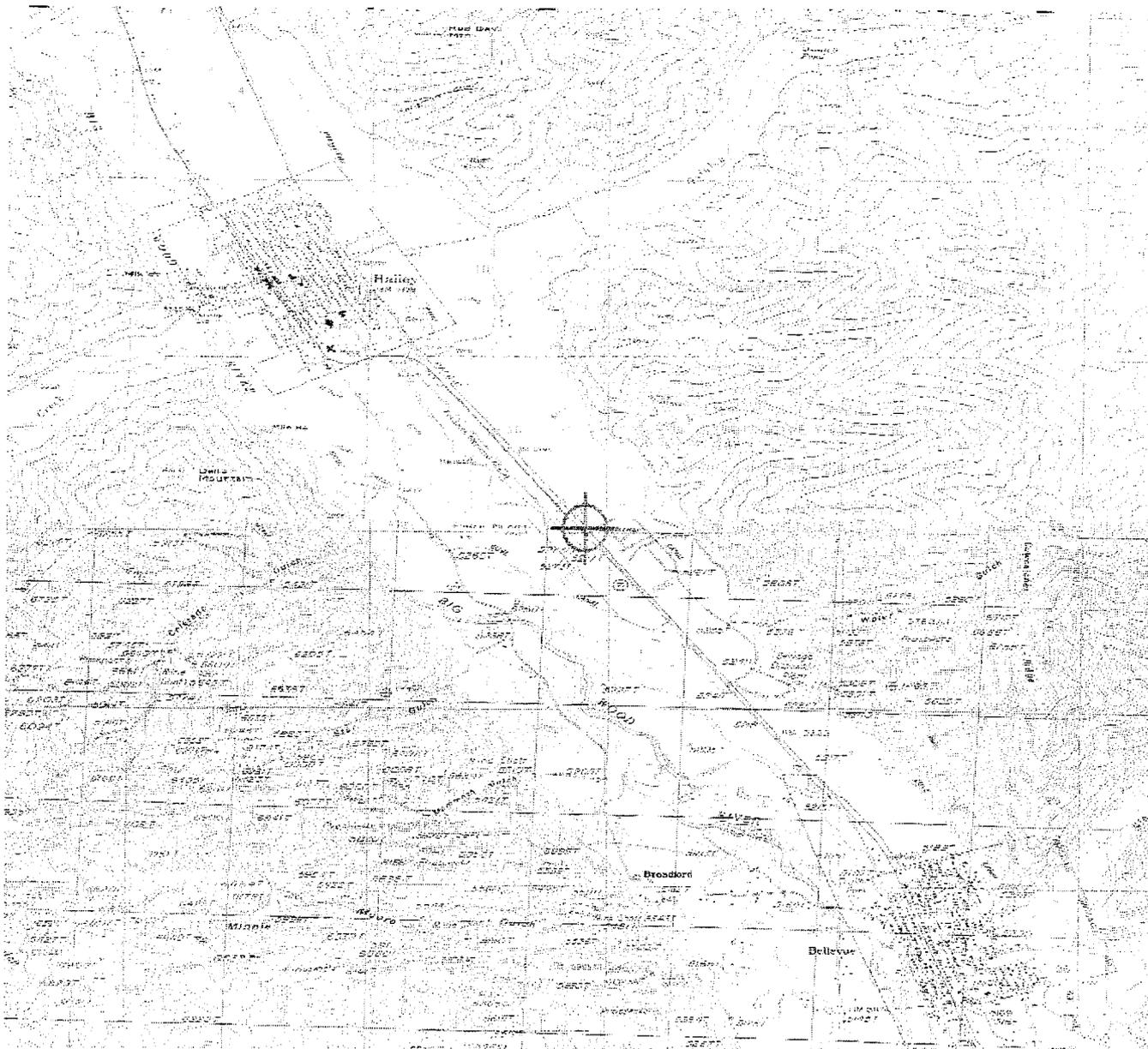
6. BASIS FOR DECISION

The proposed structure would exceed the Part 77 transitional surface by 7 feet. however, there are no IFR effects and no VFR issues were raised. The incorporation of marking and lighting will increase the proposed structure's conspicuity at the approach end of RWY 31.

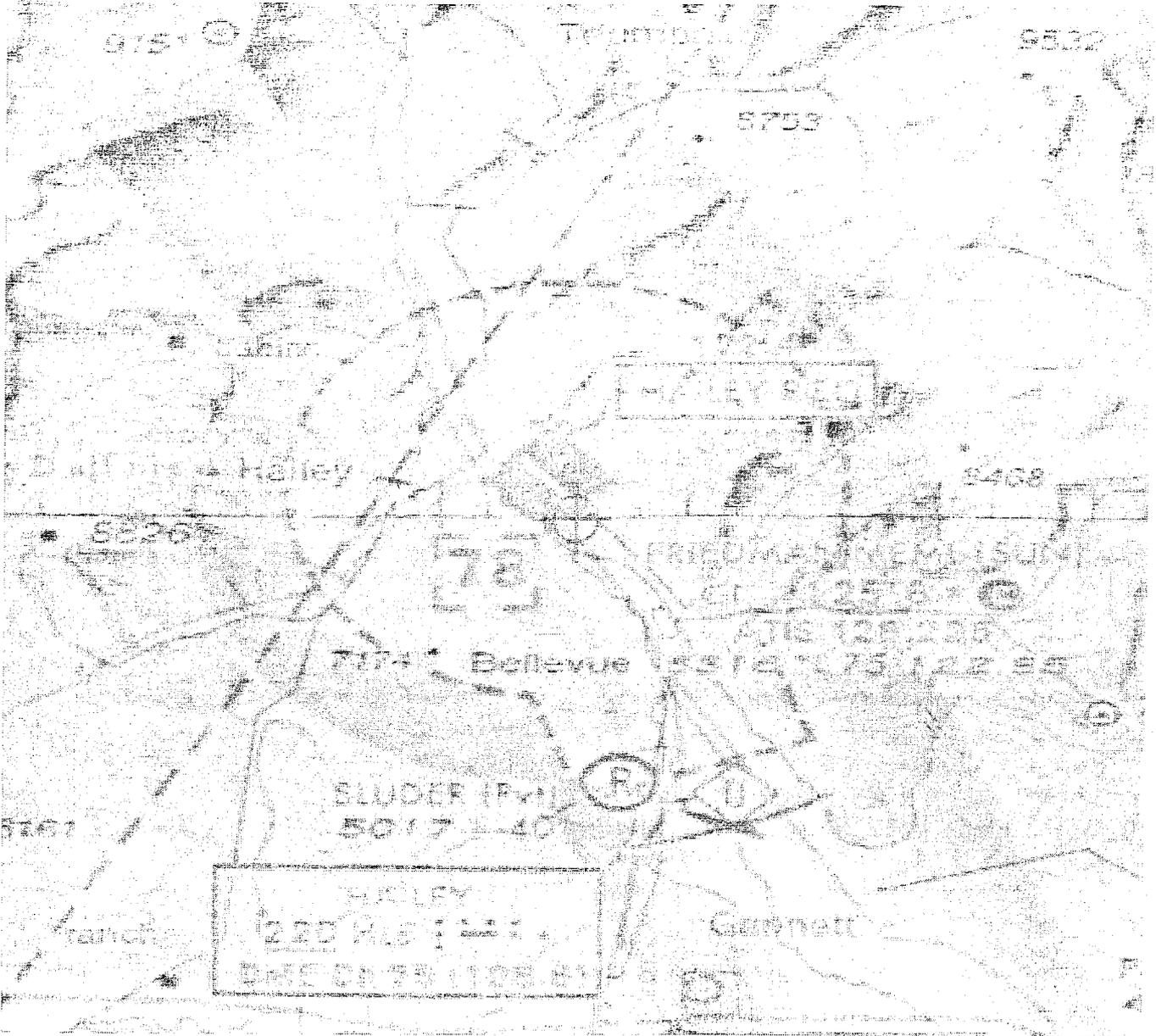
7. CONDITIONS

The structure shall be marked and lighted as outlined in chapters 4, 5, and 12, of Advisory Circular AC 70/7460-1K. The advisory circular is available online at https://oeaaa.faa.gov/oeaaa/external/content/AC70_7460_1K.pdf. It is also free of charge, from the Department of Transportation, Subsequent Distribution Section, M-494.3, 400 7th Street, SW, Washington, DC 20590.

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Sectional Map for ASN 2008-ANM-2195-OE





Federal Aviation Administration
Air Traffic Airspace Branch, ASW-520
2601 Meacham Blvd.
Fort Worth, TX 76137-0520

Aeronautical Study No.
2008-ANM-2196-OE

Issued Date: 08/11/2008

TOM HELLEN
CITY OF HAILEY
115 MAIN STREET SOUTH STE H
HAILEY, ID 83333

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

| | |
|------------|---|
| Structure: | TRAFFIC SIGNAL - POLE B |
| Location: | HAILEY, ID |
| Latitude: | 43-29-54.93N NAD 83 |
| Longitude: | 114-17-20.48W |
| Heights: | 30 feet above ground level (AGL) 5302 feet above mean sea level (AMSL) |

This aeronautical study revealed that the structure would have no substantial adverse effect on the safe and efficient utilization of the navigable airspace by aircraft or on the operation of air navigation facilities. Therefore, pursuant to the authority delegated to me, it is hereby determined that the structure would not be a hazard to air navigation provided the following condition(s) is(are) met:

As a condition to this Determination, the structure is marked and/or lighted in accordance with FAA Advisory circular 70/7460-1 K Change 2, Obstruction Marking and Lighting, red lights - Chapters 4,5(Red),&12.

See attachment for additional condition(s) or information.

This determination expires on 02/11/2010 unless:

- (a) extended, revised or terminated by the issuing office.
- (b) the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within 6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE POSTMARKED OR DELIVERED TO THIS OFFICE AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE.

This determination is subject to review if an interested party files a petition that is received by the FAA on or before September 10, 2008. In the event a petition for review is filed, it must contain a full statement of the

basis upon which it is made and be submitted in triplicate to the Manager, Airspace and Rules Division - Room 423, Federal Aviation Administration, 800 Independence Ave., Washington, D.C. 20591.

This determination becomes final on September 20, 2008 unless a petition is timely filed. In which case, this determination will not become final pending disposition of the petition. Interested parties will be notified of the grant of any review. For any questions regarding your petition, please contact Office of Airspace and Rules via telephone -- 202-267-8783 - or facsimile 202-267-9328.

This determination is based, in part, on the foregoing description which includes specific coordinates, heights, frequency(ies) and power. Any changes in coordinates, heights, and frequencies or use of greater power will void this determination. Any future construction or alteration, including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

This aeronautical study considered and analyzed the impact on existing and proposed arrival, departure, and en route procedures for aircraft operating under both visual flight rules and instrument flight rules; the impact on all existing and planned public-use airports, military airports and aeronautical facilities; and the cumulative impact resulting from the studied structure when combined with the impact of other existing or proposed structures. The study disclosed that the described structure would have no substantial adverse effect on air navigation.

An account of the study findings, aeronautical objections received by the FAA during the study (if any), and the basis for the FAA's decision in this matter can be found on the following page(s).

A copy of this determination will be forwarded to the Federal Communications Commission if the structure is subject to their licensing authority.

If we can be of further assistance, please contact Robert van Haastert, at (907)271-5863. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2008-ANM-2196-OE.

Signature Control No: 582365-103178160

(DNH)

Kevin P. Haggerty
Manager, Obstruction Evaluation Service

Attachment(s)
Additional Information
Map(s)

Additional information for ASN 2008-ANM-2196-OE

NARRATIVE AERONAUTICAL STUDY NO. 2008-ANM-2196-OE

Abbreviations

AGL - above ground level

MSL - mean sea level

RWY - runway

IFR - instrument flight rules

VFR - visual flight rules

Part 77 - Title 14 Code of Federal Regulations (CFR) Part 77, Objects Affecting Navigable Airspace

1. LOCATION OF PROPOSED CONSTRUCTION

The proposed 30 AGL/5302 MSL traffic control light pole would be located 841 feet north of the RWY 31 threshold at Friedman Memorial Airport (SUN) at Hailey, ID. The traffic control light pole would be 360 feet perpendicular to RWY 13/31 and would be located at the intersection of Highway 75 and Countryside Boulevard. The SUN RWY 31 threshold elevation is 5318 MSL.

2. OBSTRUCTION STANDARDS EXCEEDED

The structure is identified as a Part 77 obstruction as follows Section 77.25(e)-- The transitional surface area designated to prevent tall structures from being located at the edge of the primary and approach surfaces of an airport established under 77.23, 77.25, or 77.29. This structure would exceed SUN RWY 31 transition area by 31 feet.

3. EFFECT ON AERONAUTICAL OPERATIONS

- a. The impact on arrival, departure, and en route procedures for aircraft operating under VFR follows: Exceeds the transitional surface by 31 feet at the approach end of SUN RWY 31.
- b. The impact on arrival, departure, and en route procedures for aircraft operating under IFR follows: None.
- c. The impact on all-existing public-use airports and aeronautical facilities follows: None.
- d. The impact on all planned public-use airports and aeronautical facilities follow: None.
- e. The cumulative impact resulting from the proposed construction or alteration of a structure when combined with the impact of other existing or proposed structures follows: None.

4. CIRCULATION AND COMMENTS RECEIVED

This proposal was not circulated for public comment, however, 2008-ANM-2195-OE, another 30 AGL light pole at the same intersection was circularized on 2 July 2008 and no comments were received by 10 August 2008.

5. DETERMINATION - NO HAZARD TO AIR NAVIGATION

It is determined that the proposed construction would not have a substantial adverse effect on the safe and efficient use of navigable airspace by aircraft.

6. BASIS FOR DECISION

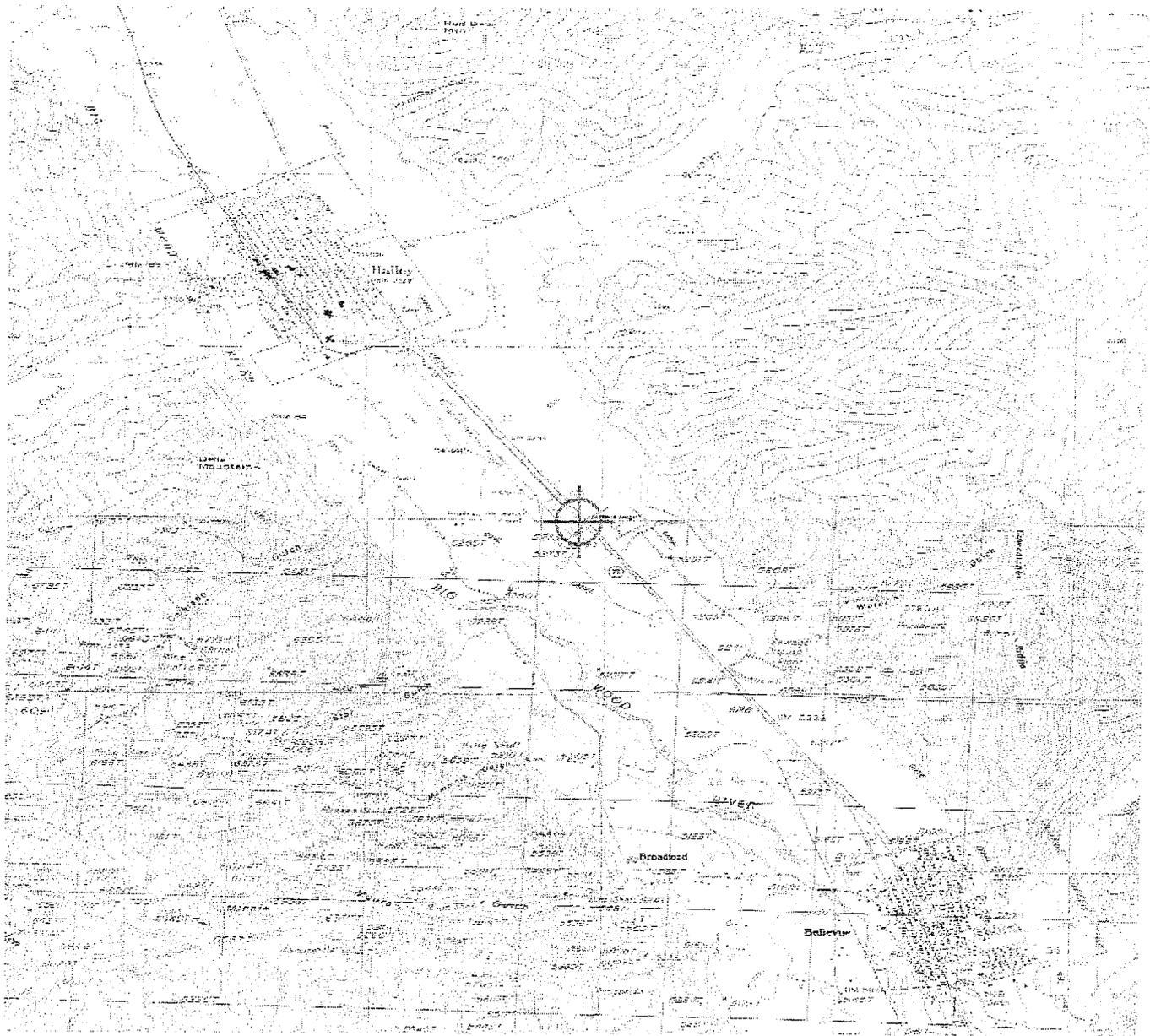
The proposed structure would exceed the Part 77 transitional surface by 31 feet, however, there are no IFR effects and no VFR issues were raised. The incorporation of marking and lighting will increase the proposed structure's conspicuity at the approach end of RWY 31.

7. CONDITIONS

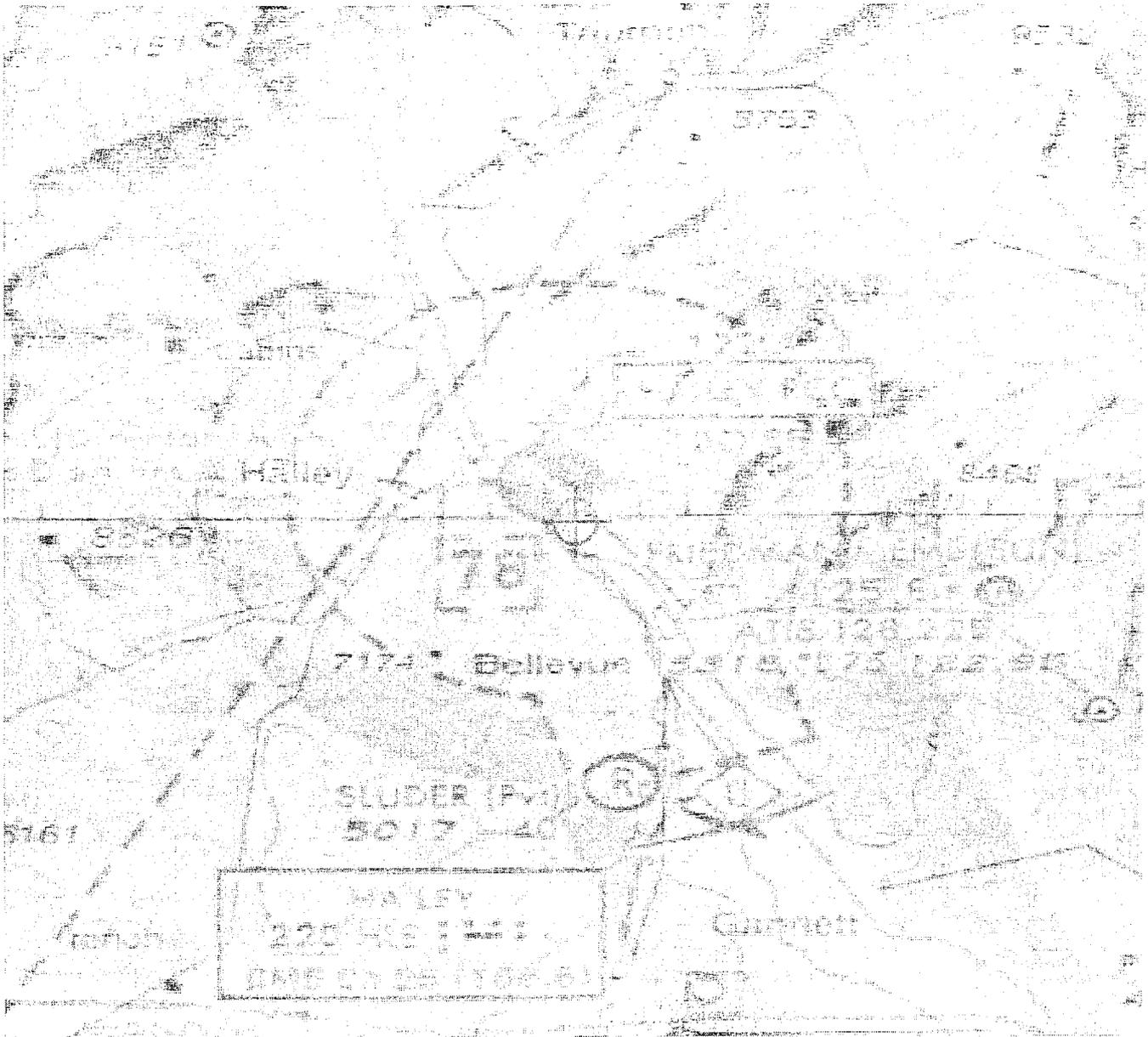
The structure shall be marked and lighted as outlined in chapters 4, 5, and 12, of Advisory Circular AC 70/7460-1K. The advisory circular is available online at https://oeaaa.faa.gov/oeaaa/external/content/AC70_7460_1K.pdf. It is also free of charge, from the Department of Transportation, Subsequent Distribution Section, M-494.3, 400 7th Street, SW, Washington, DC 20590.

-X-

TOPO Map for ASN 2008-ANM-2196-OE



Sectional Map for ASN 2008-ANM-2196-OE



EMPLOYMENT AGREEMENT (City Administrator)

THIS EMPLOYMENT AGREEMENT ("Agreement") is made and entered into this _____ day of August, 2008, by and between the City of Hailey, Idaho a municipal corporation ("City") or ("Employer") and Heather Dawson ("Employee").

RECITALS

- A. City is a municipality organized under the laws of the State of Idaho. Under Idaho Code Section 50-601, the Mayor is the chief administrative official of the City and has the superintending control of all the officers and affairs in the City. Under Idaho code Section 50-204, the city council shall consent to the appointment of City officers.
- B. City desires to employ the services of Employee as City Administrator of the City of Hailey consistent with the laws of the Sate of Idaho and ordinances and policies of the City.
- C. City desires to provide certain benefits, establish certain conditions of employment and to set general working conditions of employee.
- D. City desires to secure and retain the services of Employee as City Administrator and to provide an inducement for employee to remain in such employment.
- E. Employee, having completed a successful six-month probation period, desires to continue employment as City Administrator in accordance with the terms and conditions of this Agreement, City ordinances and the City of Hailey Personnel Handbook, as the same may be amended from time to time ("Handbook").

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants herein contained the parties agree as follows:

SECTION 1. DUTIES:

- A. City agrees to employ the services of Employee as City Administrator for the City and the Employee agrees to perform the following duties, functions and responsibilities:
 - 1. Perform the functions and duties specified in the ordinances and resolution of the City.
 - 2. Manage, administer and direct the City's overall operations.
 - 3. Hire, discipline and manage all City employees consistent with the Handbook and Idaho state law.
 - 4. Negotiate and administer city contracts with budget appropriations pursuant to City policy and direction of the Mayor and City Council.

5. Provide policy advice to the Mayor and City Council.
 6. Organize and plan on a timely basis the annual city budget in accordance with state law and in conjunction with the City departments and Mayor.
 7. Maintain open communications with the community and promote responsive and courteous public services.
 8. Perform other legally permissible and proper duties and functions as the mayor and City Council may from time to time assign.
 9. Perform other legally permissible and proper duties and functions necessary to perform the office of the City Administrator.
- B. The Employee will report to and be supervised by the Mayor.
- C. Employee agrees to accept employment and act as City Administrator and to perform her duties to the best of her ability in accordance with the highest professional and ethical standards of the profession and shall comply with all general rules and regulations established by the State of Idaho, the City and the International City Management Association Code of Ethics.
- D. Employee shall not engage in any activity that is, or may become, a conflict of interest, as defined by Idaho law, or would be incompatible with the position of City Administrator, or enter into a prohibited contract, as defined by Idaho law.

SECTION 2. STATUS AND TERM:

- A. Employee shall be employed for an indefinite term, commencing February 11, 2008, and serving at the pleasure of the City. Employee shall be considered an appointed officer pursuant to Idaho Code Sections 50-204 through 50-206, commencing August 11, 2008.
- B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the City's right to terminate this Agreement, with or without cause, at any time, subject only to the provisions set forth in Section 6 of this Agreement, the laws of the State of Idaho, and City ordinances and Handbook.
- C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign and terminate this Agreement at any time, subject only to the provisions set forth in Section 6 of this Agreement.
- D. Employee agrees to remain in the exclusive employ of City for an indefinite period of time and shall neither accept other employment or become employed by any other employer without the prior written approval of the Mayor and the City Council until written notice of resignation is given by Employee. The term "employed" and derivations of that term as used in the preceding sentence shall include employment by another legal entity or self employment, but shall not be construed to include occasional teaching, writing, consulting or military reserve service performed on Employee's own time, and with the advance approval of the Mayor and City Council.

SECTION 3. SALARY:

- A. City agrees to pay Employee a salary of \$93,730.00 per annum beginning August 11, 2008. The salary shall be payable in equal installments at the same time as other employees of City are paid. The City's budget will contain all salary and benefit amounts.
- B. Any increase in Employee's salary shall be subject to satisfactory performance evaluations and/or shall be in accordance with the City's compensation policies. Cost of Living Adjustments (COLA) not subject to performance evaluations and timing thereof shall be paid in accordance with City policies in the same time and manner as paid to other city employees.

SECTION 4. BENEFITS

- A. Employee shall accrue PTO at the rate of twenty-nine (29) days per year (8.92 days per pay period), which is the accrual rate established in the Handbook for employees having worked for the City for twenty (20) years or longer. Employee shall retain all benefits previously accrued during her employment with the City.
- C. Employer shall pay the costs of medical, dental and other insurance at the same rates available to other City employees under the Employer's group policy.

SECTION 5. RETIREMENT

- A. The Employer agrees to enroll the Employee into the Public Employee Retirement System of Idaho ("PERSI") and to make all the appropriate contributions on the Employee's behalf.
- B. In addition to the Employer's payment to PERSI, described above, Employer agrees to pay an amount equal to 4% of Employee's annual gross salary, presently established at \$93,730.00, or an amount permissible under federal and state law, whichever is less, into a qualified Section 401K, the public equivalent of a 401K, or a similar program, as deferred compensation, in equal proportionate amounts for each pay period. Employer shall execute all necessary agreements required to establish such a plan.

SECTION 6. RESIGNATION, TERMINATION AND SEVERANCE PAY:

- A. Employee may resign at any time, with or without cause, and agrees to give City at least thirty (30) days advance written notice of the effective date of her resignation. City may at any time terminate Employee, without cause, upon thirty (30) days advance written notice.
- B. This Employment Agreement shall be terminated upon the death or permanent disability of the Employee.
- C. In the event Employee is terminated by the City without cause (except as provided in paragraph D of this Section) and during such time the Employee is willing and able to perform Employee's duties under this Agreement, City agrees to pay Employee severance as described in paragraph E of this Section.

- D. The following reasons shall constitute grounds to terminate this Agreement with cause and without payment of the severance provided in paragraph E of this Agreement:
1. A breach of this Agreement or the repeated neglect by Employee to perform the duties Employee is required to perform under this Agreement;
 2. Conviction of any criminal act relating to employment with the City;
 3. Conduct, relating to City employment, which, while not necessarily criminal in nature, violates the Handbook or other reasonable standards of professional and personal conduct in some substantial manner;
 4. Conviction of any felony offense.
- E. In the event Employee is terminated by the City without cause (except as provided in paragraph D of this Section) during such time the Employee is willing and able to perform Employee's duties under this Agreement, City agrees to pay Employee, as severance, a cash payment equal to six (6) months of Employee's then current annual gross salary, presently established at \$93,730.00. Such payment will fully and finally release City from any and all further obligations to the Employee or under this Agreement. Any severance shall be paid in a lump sum unless otherwise agreed to by the Employer and the Employee.
- F. It is understood that after notice of termination or resignation in any form, Employee and City will cooperate to provide for an orderly transition. Specific responsibilities during such transition may be specified in a written separation agreement. In the event Employee is terminated without cause, Employee may request and if requested, the Employee shall be given an opportunity for a public name clearing hearing with the Mayor and City Council.

SECTION 7. HOURS OF WORK

It is recognized that the Employee must devote a great deal of time outside the normal office hours on business for the Employer, and to that end Employee shall be allowed to establish an appropriate work schedule. It is expected that Employee will work an average of 40 hours per week. The parties recognize that Employee will be exempt from the provisions relating to the payment of overtime or to the provisions of compensatory time under the Fair Labor Standards Act.

SECTION 8. PERFORMANCE EVALUATION:

- A. The City shall review and evaluate the performance of Employee on or about February 11, 2009 and continuing every year thereafter. The reviews and evaluations will be conducted by the Mayor and reviewed by the City Council. The Mayor shall provide the Employee with a written copy of the evaluation and provide an adequate opportunity for Employee to discuss the evaluation with the City Council. At the request of either the City or the Employee, a review and evaluation shall be facilitated with the involvement of a third party facilitator.
- B. During each evaluation, the City and Employee shall define such goals and performance objectives that they determine necessary for the proper operation of the City, and the attainment of the City's policy objectives, and shall further establish a relative priority among those various

goals and objectives. The goals and objectives of the evaluations shall be reduced to writing. Goals and objectives shall generally be attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided. The goals for performance will be evaluated during the subsequent evaluation.

SECTION 9. PROFESSIONAL DEVELOPMENT:

- A. City agrees to budget and to pay for the professional dues and subscriptions of Employee necessary for her continuation and full participation in national, regional state and local associations and organizations, including the International City Management Association and the Idaho Association of Professional Administrators, that are necessary and desirable for her continued professional participation, growth, and advancement, to better serve the interest of the City.
- B. City agrees to budget for and to pay the actual costs, including travel, lodging and meal expenses, consistent with the Handbook, associated with Employee's attendance at the annual conference of the International City Management Association and the Idaho Association of Professional Administrators, as well as certain meetings or conferences of the Association of Idaho Cities, to better serve the interests of the City.

SECTION 10. OTHER TERMS AND CONDITIONS OF EMPLOYMENT:

The Mayor and the City Council may fix in writing any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Ordinances, or any other law. All provisions of the City ordinances, regulations or rules of City as they now exist or hereafter may be amended, shall also apply to Employee as they would to other employees of City, except as may be specifically agreed upon herein.

IN WITNESS WHEREOF, the City of Hailey has caused this Agreement to be signed and executed on its behalf by the City Council, and duly attested by the City Clerk, and Employee has signed and executed this Agreement, both in duplicate, the day and year first above written.

ATTEST:

CITY OF HAILEY, IDAHO

Mary Cone, City Clerk

Rick Davis, Mayor, City of Hailey

EMPLOYEE:

Heather Dawson

AGENDA ITEM SUMMARY

DATE: 08/19/2008 **DEPARTMENT:** Clerk's Office **DEPT. HEAD SIGNATURE:** _____

SUBJECT:

Alcohol Beverage License Renewals

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code 5.04, 5.08, 5.12
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Annual renewal of alcohol beverage licenses, which expire each year on August 31.

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 the following alcohol beverage license renewals, which have been approved by the Hailey Police Department:

Zou 75
Fresshies
Wiseguy Pizza Pie
Mint Bar

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 # _____



ALCOHOL BEVERAGE LICENSE APPLICATION

RECEIVED

AUG 14 2008

APPLICATION FOR:

Liquor \$562.50 _____
 Wine by the Drink \$200.00 _____
 Beer by the Drink \$200.00 _____
 Grocery Sale of Wine \$200.00 _____
 Grocery Sale of Beer \$50.00 _____

APPLICATION IS:

New License
 Renewal
 Transfer

TOTAL DUE: 962.50

Applicant Name: Yonkee D's LLC

Business Name: Zou 75

Business Physical Address: 416 N. Main St. Hailey

Business Mailing Address: PO 1165 Hailey 83333

Business Phone Number: (208) 788-3310

Property Owner (if different from applicant): _____

(Applicant must attach certified copy of lease showing that owner consents to sale of alcohol on premises.)

I hereby certify that the above statements are true, complete and correct to the best of my knowledge. I further certify that I have applied for and received the Idaho State Liquor License (copy attached) and the Blaine County Liquor License (copy attached).

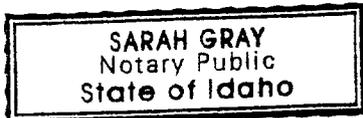
[Signature]
Applicant Signature

7/14/08
Date

Subscribed and sworn to before me this 14th day of August, 20 08

[Signature]
Notary Public OR City Clerk

Residing at: Hailey ID
My Commission Expires 1/5/2014



| | |
|--------------------------|-------|
| Official Use Only | |
| State License No. | _____ |
| County License No. | _____ |
| City License No. | _____ |
| Date Approved by Council | _____ |
| <u>[Signature]</u> | _____ |
| Chief of Police | |

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



ALCOHOL BEVERAGE LICENSE APPLICATION

RECEIVED

APPLICATION FOR:

| | | | |
|----------------------|----------|-------------------------------------|--------------|
| Liquor | \$562.50 | <input type="checkbox"/> | _____ |
| Wine by the Drink | \$200.00 | <input checked="" type="checkbox"/> | <u>200 -</u> |
| Beer by the Drink | \$200.00 | <input checked="" type="checkbox"/> | <u>200 -</u> |
| Grocery Sale of Wine | \$200.00 | <input type="checkbox"/> | _____ |
| Grocery Sale of Beer | \$50.00 | <input type="checkbox"/> | _____ |

APPLICATION IS:

| | |
|-------------|--------------------------|
| New License | <input type="checkbox"/> |
| Renewal | <input type="checkbox"/> |
| Transfer | <input type="checkbox"/> |

TOTAL DUE:

400 -

Applicant Name: Adam Knatz

Business Name: FRESHIES

Business Physical Address: 122 S. Main St.

Business Mailing Address: 122 S. Main St.

Business Phone Number: 788-3621

Property Owner (if different from applicant): Robert & Rebecca Mitchell

(Applicant must attach certified copy of lease showing that owner consents to sale of alcohol on premises.)

I hereby certify that the above statements are true, complete and correct to the best of my knowledge. I further certify that I have applied for and received the Idaho State Liquor License (copy attached) and the Blaine County Liquor License (copy attached).

Adam Knatz
Applicant Signature

8-11-08
Date

Subscribed and sworn to before me this 11 day of August, 2008

[Signature]
Notary Public OR City Clerk

Residing at: N/A
My Commission Expires _____

| | |
|--------------------------|-------|
| <i>Official Use Only</i> | |
| State License No. | _____ |
| County License No. | _____ |
| City License No. | _____ |
| Date Approved by Council | _____ |
| <u>[Signature]</u> | _____ |
| Chief of Police | |

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



ALCOHOL BEVERAGE LICENSE APPLICATION

RECEIVED

Check all below for which you are applying:

- Liquor _____ \$562.50
- Wine By the drink \$200.00
- Beer by the drink \$200.00
- Grocery sale of Wine _____ \$200.00
- Grocery sale of Beer _____ \$50.00

- New License _____
- Renewal _____
- Transfer _____

CITY USE ONLY

| | |
|---|---------------------------|
| Check No. _____ | Amount Received: \$ _____ |
| Cash Receipting No. _____ | |
| State License No. _____ | Exp. _____ |
| County License No. _____ | |
| Date Approved By Council: _____ | |
|  _____ City License No. _____ CHIEF OF POLICE | |

Applicant Name: Erik Acton

Business Name: DEPT BARS LLC DBA WISEGUY PIZZA P&C

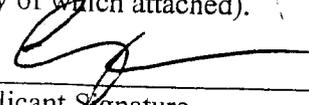
Business Physical Address: 121 N. MAIN HAILEY

Business Mailing Address: 315 E CARBONATE HAILEY

Business Phone Number: 208-788-8688

Property Owner (if different from applicant): Billion Sq. LLC
(Applicant must attach certified copy of lease showing that owner consents to sale of alcohol on premises)

I hereby certify that the above statements to be true, complete and correct to the best of my knowledge. I further certify that I have applied for and received the Idaho State Liquor License (a copy of which is attached and the Blaine County Liquor License (a copy of which attached).


 Applicant Signature

8/11/08
 Date

Subscribed and sworn to before me this 11 day of August, 20 08


 Notary Public OR City Clerk

Residing at: _____
 My Commission Expires _____



415 31 1000 REV

ALCOHOL BEVERAGE LICENSE APPLICATION

APPLICATION FOR:

APPLICATION IS:

| | | | |
|----------------------|----------|-------------------------------------|---------------|
| Liquor | \$562.50 | <input checked="" type="checkbox"/> | <u>562.50</u> |
| Wine by the Drink | \$200.00 | <input checked="" type="checkbox"/> | <u>200.00</u> |
| Beer by the Drink | \$200.00 | <input checked="" type="checkbox"/> | <u>200.00</u> |
| Grocery Sale of Wine | \$200.00 | <input type="checkbox"/> | _____ |
| Grocery Sale of Beer | \$50.00 | <input type="checkbox"/> | _____ |

New License
 Renewal
 Transfer

TOTAL DUE: 962.50

Applicant Name: Mint Bar, Inc. dba Chester & Jakes @ The Mint

Business Name: Mint Bar, Inc.

Business Physical Address: 116 South Main Street, Hailey

Business Mailing Address: PO Box 3212, Hailey

Business Phone Number: (208) 788-1051

Property Owner (if different from applicant): _____

(Applicant must attach certified copy of lease showing that owner consents to sale of alcohol on premises.)

I hereby certify that the above statements are true, complete and correct to the best of my knowledge. I further certify that I have applied for and received the Idaho State Liquor License (copy attached) and the Blaine County Liquor License (copy attached).

Law Parker
Applicant Signature

July 29, 2008
Date

Subscribed and sworn to before me this 29th day of July, 20 08

Shel M. Scott
Notary Public OR City Clerk

Residing at: Blaine County, ID
My Commission Expires 11/16/2011

| | |
|--------------------------|-------|
| Official Use Only | |
| State License No. | _____ |
| County License No. | _____ |
| City License No. | _____ |
| Date Approved by Council | _____ |
| <u>[Signature]</u> | _____ |
| Chief of Police | |

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

