

CHECKLISTS for ORGANIZATIONS

Applicant Name City of Hailey Date November 24, 2009

For detailed instructions, be sure to read *How to Apply* in each section, *Eligibility Requirements for Organizations* on page 26, and *Instructions for Work Samples* on page 57.

ALL APPLICANTS INCLUDE:

- The *Agency Acknowledgement Card*, self-addressed and stamped.
- Checklist – Attach this completed checklist to the top of your application packet.
- The optional survey form on page 67 helps us to provide better service.
- An adequately-sized, self-addressed stamped mailer if you want work samples returned.

QuickFund\$

- completed application form 5
- budget form 5-B
- in-kind contributions (if applicable), use Supplement A form
- two-page narrative
- résumé or biography of key consultants, artists, or personnel (up to two pages each)
- current list of board of directors with affiliations and contact information
- copy of IRS tax determination letter
- support materials* and work samples** with an information list (if required)

Public Programs in the Arts

Postmark deadline: February 13, 2009
(For FY 2010, all applicants are interim status.)

- completed application form 5

Entry Track

Postmark deadline: February 13, 2009

- completed application form 5
- budget form 5-A
- in-kind contributions (if applicable), use Supplement A form
- up to five-page narrative
- résumé of organization staff (up to two pages each); indicate full or part-time status
- current list of board of directors with professional affiliations and contact information
- copy of IRS tax determination letter
- support materials* and work samples** with an information list (if required)

*Support materials, such as a brochure, article, or letters of acceptance can strengthen your application.

**Work samples show quality of work and include images, manuscripts, DVDs, CDs. See page 57 for detailed instructions.

Public Art and Cultural Facilities

Public Art Projects include:

- completed application form 5
- budget form 5-B
- in-kind contributions (if applicable), use Supplement A form
- up to four-page narrative
- résumé or biography of key consultants, artists, or personnel (up to two pages each)
- current list of board of directors with professional affiliations and contact information
- copy of IRS tax determination letter
- support materials* and work samples** with an information list (if required)

Capital Expenditures and Single-phase Renovation/Construction Projects

All required items above plus

- three current competitive bids.
- original specifications for bids with a comparative summary sheet attached.
- evidence of property or facility ownership or lease ownership or lease evidence.

Multi-phase Renovation/Construction

All required items above plus

- timeline and/or progress report keyed to the original plan and explain any delays or changes
- completed feasibility study (no more than three years old), drawings or color photographs of proposed construction, 8 x 11" blueprints, and an historic significance report, if applicable
- proof of adequate liability and fire insurance.
- outline of long-range plan (for at least three years)

Feasibility Studies

Public Art Project items above plus

- timeline
- evidence of community involvement and support

ORGANIZATION APPLICATION FORM 5

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

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

GRANT PROGRAM (Check the appropriate box below)

Public Programs in the Arts (PPA) Entry Track
 QuickFund\$ QuickProject QuickFund\$ Technical Assistance
Amount requested \$ 1,500
Period of support requested Start Date 01/04/10 End Date 10/31/10
(QuickFund\$ Projects cannot begin until 3 weeks after deadline.)

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

◆ U.S. Congressional District 1 OR District 2 ◆ Idaho State Legislative District 25
Is yours a nonprofit organization? no yes (include IRS tax determination)
Number of years doing business in Idaho 105 Federal Tax ID# 82-6000201 (required)

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

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

Budget Summary

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

QuickFund\$, Public Art & Cultural Facilities applicants include: Total Project Revenues \$ 0
Total Project Expenses \$10,000

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

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

Tracy Anderson, Public Art Coordinator November 24, 2009
Authorized Staff/Project Coordinator Date
Becky Stokes, Treasurer November 24, 2009
Financial Officer Date
Rick Davis, Mayor November 24, 2009
Authorizing Official (person able to legally obligate the applicant) Date

BUDGET FOR ORGANIZATIONS FORM 5-B

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

Name City of Hailey Federal Tax ID # 82-6000201

Check one of the following boxes:

QUICKFUND\$ **PUBLIC ART** **CULTURAL FACILITIES**

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

Identify which income sources are pending.

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

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

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

INCOME MUST EQUAL EXPENSES

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

IN-KIND CONTRIBUTIONS – SUPPLEMENT A

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

Organization City of Hailey Federal Tax ID #82-6000201

Check grant category below to which you are applying:

QuickFund\$ Cultural Facilities PPA Entry Track Arts Education

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

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

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

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

TOTAL IN-KIND CONTRIBUTIONS: \$1,845

Narrative

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

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

- Participated in a strategic planning workshop with the Idaho Commission on the Arts.
- Participated in a Public Art Workshop with Karen Bubb, Boise City Public Art Manager.
- Conducted an *Arts and Culture Community Survey*.
- Proposed *Ordinance 999, Public Art*, to the Mayor and Hailey City Council. The ordinance was adopted, establishing a *Percent for Public Art* program. The ordinance mandates that 1.25% of the total construction costs of all city capital improvement projects be set aside and used for public art.
- Proposed to the Mayor and Hailey City Council naming July as *A Month of Art* in Hailey (program just completed its second year). The request was approved, and the Hailey Arts Commission and project partners coordinate a number of activities to celebrate *A Month of Art*, including art displayed up and down Main Street and a *Night of Music*, with live, free music at more than a dozen venues.
- Proposed to the Mayor and Hailey City Council the adoption of *Public Art Guidelines*, a document that covers all aspects of administering and managing Hailey's public art program.
- Launched a Hailey Arts Commission website (www.haileycityhall.org/ArtsCommission/index.asp).
- Proposed to the Mayor and Hailey City Council the development of a mural project in the public meeting room of the Fox Building (City Hall). The request was approved and the City Council allocated \$10,000 towards the project. Fundraising efforts are ongoing for this project.
- Proposed to the Mayor and Hailey City Council a Welcome to Hailey sign public art project. The request was approved, and the commission seeks the final funding needed for the project through this grant application.

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

The Hailey Arts Commission will invite Blaine County artists to submit qualifications to design, fabricate and install one Welcome to Hailey sign to be installed on the south end of town. For many years, the Hailey community has desired a Welcome to Hailey sign. A sign which is hospitable, indicative of Hailey's character and/or heritage, engenders civic pride and evokes a strong sense of place is desired. It will be required that "Welcome to Hailey" and "Est. 1881" be incorporated into the design.

Materials and design will be determined by the artist, but it will be required that materials and design withstand the local conditions. Proposed designs could be mosaic, sculpture, painting, metal, or any other media, with the exception of lighting. Signs that incorporate lighting as a design element (for example, neon) are not desired. Sign dimensions will not exceed 8' x 10'; all proposed sizes under this limit will be considered. It will be made clear in the Call to Artists that the design may be used for a second sign on the north end of town, with an appropriate fee/fabrication award to the artist at an unspecified future date. The timeline that is currently proposed is as follows.



- Call for Artists / Request for QualificationsJanuary 4, 2010
- Artist Workshop / How to ApplyJanuary 14, 2010
- Submissions DueFebruary 5, 2010
- Select FinalistsFebruary 12, 2010
- Proposals Due from FinalistsMarch 26, 2010
- Finalist Proposals Displayed/Public Open House.....March 29 – April 16, 2010
- Finalist Interviews / Panel Selects ArtistApril 19 – 23, 2010
- Commission Review and Approval.....April 26 – 30, 2010
- Council Review and Approval.....May 10, 2010
- Council Approval of Artist ContractMay 24, 2010
- Contract AwardJune 1, 2010
- Design & FabricationJune – July 2010
- Installation CompleteAugust 20, 2010
- Dedication CeremonySeptember 10, 2010

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

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

This will be the Hailey Arts Commission’s first public art project. (We have a grant application pending with the NEA for the Fox Building Mural. If successful, the two projects would occur during the same timeframe.) The commission has worked diligently to acquire funding for the sign project, with monies coming from the percent for art fund, private donations and fundraising activities. With this first project successfully completed, the commission’s reputation will be enhanced, leading to a greater ability to attract donations and compete for grant funding for additional public art projects.

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

The finalist proposals will be on public display for three weeks for community comment. During this time period, the Hailey Arts Commission will host an open house with the three finalists in attendance to talk with community members and answer questions. The community will be invited to the dedication ceremony.

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

The Hailey Arts Commission has included a draft of the Call to Artists as a work sample.



Tracy Anderson

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

Phone: 788-4221, ext. 26

tracy.anderson@haileycityhall.org

Relevant Experience

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

Public Art Coordinator responsible for coordination of the public art program, and working with the Hailey Arts Commission and city departments. The Welcome to Hailey sign project and the Fox Building (City Hall) Mural will be the first public art projects in the city.

Communications Coordinator responsibilities include strategic planning, identifying and pursuing opportunities to strengthen the city's image and increase public involvement, writing press releases, editing and improving the website, creating a city Intranet site, authoring the monthly city newsletter, creating unified documents and identity pieces, among other duties.

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

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

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

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

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

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

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

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

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

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

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

I managed Power's Business Development Group for more than three years. The group began with about six people, grew to 12 people, and then was reduced in size due to company restructuring.

Through these ups and downs, my administrative responsibilities included hiring, terminations, training, employee evaluations, and providing overall direction and guidance. Leadership responsibilities were to help people live up to their potential, be a positive role model, and encourage, support and/or implement new ideas.

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

Management and Leadership Training

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

Education

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

Mark Johnstone

Post Office Box 4350
Hailey, Idaho 83333
ph/fax: 208.788.3788
cell: 208.720.5578

<markjohnstone@cox-internet.com>

Selected Professional Activities

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

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

Arts Manager II, Cultural Facilities Division	12/03 – 9/04
Cultural Affairs Department, City of Los Angeles	
Senior Project Coordinator, Business Services Group	10/01 – 11/03
Workforce Development Division	
Community Development Department, City of Los Angeles	
Arts Manager II, Public Arts Administrator	1/1995 – 10/2001
Cultural Affairs Department, City of Los Angeles	
Vice President and Exhibitions Curator	1988 - 1992
Security Pacific Corporation (merged with BankAmerica Corporation 1/92)	

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

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

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

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

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

Freelance Curator, over 60 exhibitions since 1980, including:

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

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

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

Consultant

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

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

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

Educator

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

Artist

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

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

Jessica Miller

P.O. Box 3112 Hailey, ID 83333

208.578.2461

millica8@hotmail.com

Objective

To obtain a position serving on the Hailey Arts Commission.

Experience

Assisting Sheila Klein with a number of Public Arts projects, including:

- *Sky Within*, McClellan Station, Sound Transit Link Light Rail, Seattle, WA
- *Roosevelt Park*, Master Plan, City of Bellingham, Bellingham, WA
- *Leopard Sky*, George Bush International Airport, Houston, TX
- *Underground Girl*, Metro Redline Subway Station, Hollywood, CA

Work History

Industrial Designer

Rocky Mountain Hardware, Hailey, ID

2005 to present

Upholsterer

The Upholsterer, Hailey, ID

2003 to 2005

Assistant Designer

Sheila Klein, Bow, WA

1998 to 2003

Draftsman

Stewart and King Associated Architects, Bellingham, WA

1998

Gallery Assistant

The Kneeland Gallery, Ketchum, ID

1996

Education

Industrial Design BS Degree, Western Washington University

2002

Wood River High School

1996

Hailey Mayor and City Council

Mayor Rick Davis

City Hall: 788-4221
Business: 726-9341
Home: 788-4394
Cell: 727-7728
Email: rick.davis@haileycityhall.org

Council President Martha Burke

City Hall: 788-4221
Home: 788-3144
Cell: 720-2682
Email: burkefamily203@cox.net

Councilman Don Keirn

City Hall: 788-4221
Home: 788-4659
Email: don.keirn@haileycityhall.org

Councilwoman Carol Brown

City Hall: 788-4221
Business: 727-5002
Home: 788-6229
Email: carol.brown@haileycityhall.org

Councilman Fritz Haemmerle

City Hall: 788-4221
Business: 578-0520
Home: 788-4057
Email: fritz.haemmerle@haileycityhall.org

Professional Affiliations

Library Board Liaison
Historic Preservation Commission Liaison
Ex Officio, Hailey Chamber of Commerce
Sun Valley / Ketchum Rotary Club
American Land Title Association
National Association of Building Contractors

Chair, Airport Authority
Hailey Arts Commission Liaison

Member, E911 Committee
Fly Sun Valley Alliance
Blaine County Housing Authority Liaison

Parks & Lands Board Liaison
Tree Committee Liaison
Idaho Mediation Association, Certified Mediator

Idaho State Bar



August 1, 1996

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

Dear Mayor Kearns;

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

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

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

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

Sincerely,

Curtis A. Stoker, CPA

encl.

lc

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 lkes, 8 Idaho 333, 69

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 re Riggins, 68 Idaho

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

Compiler's notes. The words "this act" refer to S.L. 1967, ch. 429 which is compiled as §§ 50-101 — 50-104. 50-201 — 50-211, 50-213 — 50-237, 50-301, 50-302, 50-303 — 50-335, 50-341, 50-601 — 50-609, 50-611, 50-701 — 50-706, 50-708, 50-801 — 50-812. 50-901. 50-902 — 50-909, 50-1001 — 50-1004. 50-1006 — 50-1008, 50-1010, 50-1011, 50-1013 — 50-1042. 50-1301 — 50-1306. 50-1307 — 50-1325. 50-1401 — 50-1409, 50-1501 —	50-1524. 50-1601 — 50-1610, 50-1738 — 50-1755, 50-1762 — 50-1770, 50-1801 — 50-1835. 50-1901 — 50-1927, 50-2101 — 50-2114. 50-2201 — 50-2213, 50-2301 — 50-2308.
	Cross ref. Qualifications of councilmen, § 50-702.
	Qualifications of mayor, § 50-601.
	Time of general city elections, § 50-401.

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

Cross ref. Census authorized. § 50-214.

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

¶2390.01.D. Permissible Donees

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

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

1. Description of Permissible Donees

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

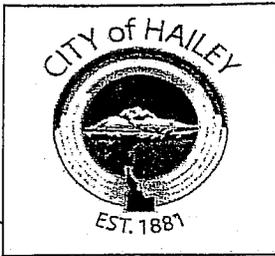
- a State, a possession of the U.S., ^{City of Italy is political subdivision of the state of Idaho.} a political subdivision of either of the foregoing, the U.S. or the District of Columbia, but only if the contribution is made for exclusively public purposes; ⁶⁵
- a corporation, trust, or community chest, fund, or foundation --
 - created or organized in the U.S. or in any of its possessions, or under the law of the U.S., any State, the District of Columbia, or any possession of the U.S.; ⁶⁶
 - organized and operated exclusively for religious, charitable, scientific, literary, or educational purposes, or to foster national or international amateur sports competition (but only if no part of its activities involves the provision of athletic facilities or equipment), or for the prevention of cruelty to children or animals; ⁶⁷
 - no part of the net earnings of which inures to the benefit of any private shareholder or individual; ⁶⁸ and
 - which is not disqualified for tax exemption by reason of attempting to influence legislation, and which does not participate in, or intervene in (including the publishing or distributing of statements), any political campaign on behalf of or in opposition to any candidate for public office; ⁶⁹
- A post or organization of war veterans, or an auxiliary unit or society of, or trust or foundation for, any such post or organization --
 - organized in the U.S. or any of its possessions, and

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

c) Charitable Contribution Defined

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

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



Arts Commission

Call for Artists Request for Qualifications

“Welcome to Hailey” Sign

Deliver or mail applications to:

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

Questions:

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

Application Checklist

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

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

Please do not submit original artwork.

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

Project Description

The City of Hailey Arts Commission invites Blaine County artists to submit qualifications to design, fabricate and install one “Welcome to Hailey” sign.

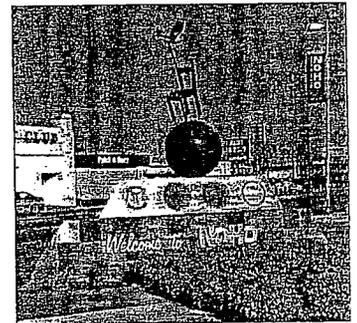
For many years, the public and business community have desired a Welcome to Hailey sign. A sign which is hospitable, indicative of Hailey’s character and/or heritage, engenders civic pride and evokes a strong sense of place is desired. “Welcome to Hailey” and “Est. 1881” must be incorporated into the design.

Artists may consider two locations: either the grassy strip between Roberta McKercher Park and the highway (Main St.) or in the ITD right of way south of Fox Acres Road. The final location will be recommended by the Selection Panel and approved by the Arts Commission and Hailey City Council.

Materials and design will be determined by the artist, but it is required that materials and design must withstand the local conditions. Proposed designs might be mosaic, sculpture, painting, metal, or any

other media, with the exception of lighting. Signs that incorporate lighting as a design element (neon, for example) are not desired. Sign dimensions must not exceed 8’ x 10’; all proposed sizes under this limit will be considered.

The selected design may be used for a second sign at the north end of town at a future, unspecified date, with an appropriate fee/fabrication award to the artist.



“Welcome to Hailey” Sign

Request for Qualifications

Blaine County artists are invited to submit applications to design, fabricate and install one “Welcome to Hailey” sign at Hailey’s south entrance. Please review the selection process and submit applications to the City of Hailey before 5:00 p.m. on February 5, 2010.

Artist Selection Process

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

Applications must include:

- A one-page cover letter and/or artist statement.
 - A current resume (not more than two pages).
 - 10 digital images of past work, with image list.
 - Self-addressed stamped envelope for return of materials. (Do not submit original artwork!)
2. **The Selection Panel Determines Finalists:** The Selection Panel will review and evaluate the applications. Selection criteria:
 - Inherent artistic quality of work represented in images.
 - Appropriateness of type of work for planned project.
 - Artist’s interest/experience as represented in the cover letter/statement and resume.

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

The Selection Panel may be composed of representatives from:

- Hailey City Council
- Hailey Arts Commission
- Hailey City Department Head
- Community member
- Business community member
- Artist or arts professional

3. **The Finalists’ Proposals:** Each finalist will be paid \$150 to create a design proposal. Proposals will include a descriptive narrative, proposed materials, a rendering of the proposed design and a project budget.

4. **Proposals on Public View /**

Selection Panel Chooses Public Art Project:

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

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

Project Budget

One artist will be selected for the commission, and will be paid an all-inclusive fee of \$9,550. Finalists will submit a detailed budget with their design proposals, which must include line items such as: artist fee, materials, installation, insurance, shipping, etc. All costs to deliver a complete, installed project must be included in the budget. City staff may assist with project elements; city assistance must be pre-approved by the Public Art Coordinator to be included in artists’ budgets.

Project Schedule

Contract Award: June 1, 2010

Project Complete: August 20, 2010

Dedication Ceremony: Mid September, 2010

Eligibility

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

Artist Workshop

The Hailey Arts Commission will conduct a one-hour artist workshop on January 13, 2010, at 5:30 p.m. at Hailey City Hall for all artists interested in applying.

Deadline

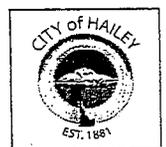
Applications must be received by the City of Hailey by 5:00 p.m. on Feb. 5, 2010. (*Postmarks not acceptable.*)

ADA and Section 504 Requirements

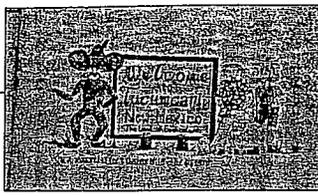
The final project must meet all applicable ADA and Section 504 requirements.

Notification of Results

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



Arts Commission



Artist Information

Name _____

Telephone _____

Mailing Address _____

City _____ State _____ Zip _____

Residential Address _____

City _____ State _____ Zip _____

Email _____

Digital Image List

Keep CD in city file Return CD in self-addressed stamped envelope

1. Title _____ Dimensions _____ Date _____
Media _____

2. Title _____ Dimensions _____ Date _____
Media _____

3. Title _____ Dimensions _____ Date _____
Media _____

4. Title _____ Dimensions _____ Date _____
Media _____

5. Title _____ Dimensions _____ Date _____
Media _____

6. Title _____ Dimensions _____ Date _____
Media _____

7. Title _____ Dimensions _____ Date _____
Media _____

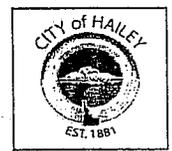
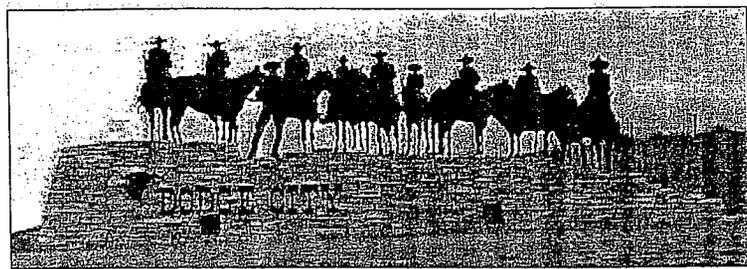
8. Title _____ Dimensions _____ Date _____
Media _____

9. Title _____ Dimensions _____ Date _____
Media _____

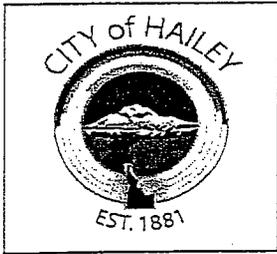
10. Title _____ Dimensions _____ Date _____
Media _____

Deadline
5:00 p.m., February 5, 2010

Deliver or mail applications to:
City of Hailey
115 Main Street South, Suite H
Hailey, ID 83333



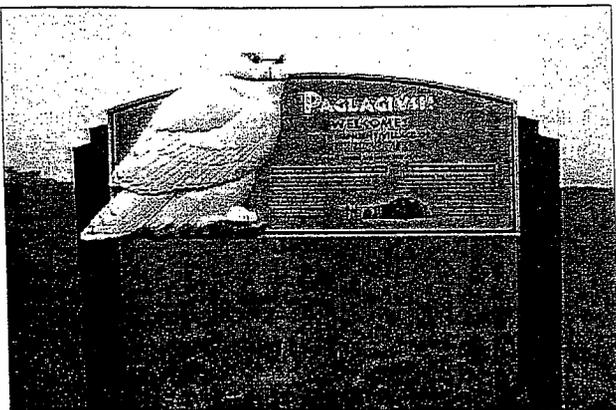
Arts Commission



Arts Commission

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

"Welcome to Hailey" Sign
Entries due 5:00 p.m.
February 5, 2010



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

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



TREE CITY USA RECERTIFICATION

INSTRUCTIONS

DEADLINE FOR SUBMISSION

December 1, 2009

SUBMIT APPLICATION & ATTACHMENTS TO:

Community Forestry Assistant for your area

North Idaho		South Idaho
Panhandle Area	Clearwater Area	
Jim Colla Northwest Management Inc. W. 21 Commerce Dr., Ste. G Hayden, Idaho 83835 colla@consulting-foresters.com	Tera King Northwest Management Inc. PO Box 9748 Moscow, Idaho 9748 king@consulting-foresters.com	Gerry Bates 2445 John Adams Parkway Idaho Falls, ID 83401 gabates@cableone.net

Dear Applicant City:

Enclosed is the 2009 **Tree City USA Recertification application**. Also attached are the application worksheets for Idaho and step-by-step instructions for completing them. Our hope is that using these worksheets will make the application easier to complete while making the information we receive from cities more consistent. Please submit the completed/signed **Tree City USA Recertification application** along with the **completed worksheets** to the appropriate Community Forestry Assistant shown at the top of this page.

One of the great strengths of the **TREE CITY USA** program is that it encourages and recognizes long-term commitment to community forestry. Annual recertification provides an opportunity for each **TREE CITY USA** to review its program and to tell the National Arbor Day Foundation and us just how well your city is doing. Your **Tree City Application for Recertification** is enclosed. Please send the completed application to the Community Forestry Assistant in your area as early as possible, but not later than December 1, 2009. This will allow us sufficient time to review applications and forward them to the State Forester for his signature by the end of December.

When preparing your application, remember to include information for each of the four standards, as listed on the Tree City Application for Recertification. I have enclosed a checklist for your use to assure your application contains the necessary attachments.

As a recertifying Tree City USA, you may also be eligible to apply for the **Tree City USA Growth Award**. Only recertifying Tree City USA's may apply. Submit your completed **Growth Award Application** with your application for recertification. This application has been revised for this year and is also included in this mailing. If you do not qualify to apply for a Growth Award this year, you may want to consider it when planning next year's program.

If you have any questions, please do not hesitate to contact me at 1-800-IDAHO-4-U or communitytrees@idl.idaho.gov or the Community Forestry Assistant in your area (as listed above). Thank you for cooperating with the requested December 1st deadline.

Sincerely,

Dave Stephenson
Community Forestry Coordinator

Enclosures: Tree City USA Recertification Application

Tree City USA Recertification Application Checklist



STANDARDS #1 & 2 WORKSHEET

STANDARD #1~ TREE BOARD OR DEPARTMENT

A Tree Board (Committee or Commission) is the group of citizens charged by ordinance to develop and administer a tree management program, for trees on public property, in their community. Instead of having such a Board, some communities have a department, such as a City Forestry Department that fulfills this role.

For Standard #1 please indicate (here or on application):

If Tree Board is responsible for program:

Date Tree Board was established (if first-time applicant): _____

Names of 2009 Tree Board Members:

_____	_____
JEN SMITH	BILL JOSEY
JIM RINEHOLT	KERI YORK
DENISE JACKSON	TOM WARD
_____	_____

Dates the Board has met in 2009:

JAN 8, FEB 5	JULY 9, AUG 13
MARCH 5, APRIL 9	OCT 8, NOV 12
MAY 14, JUNE 11	_____

If Department is responsible for program:

Date Department was established (if first-time applicant) _____

Name of Department: _____

Name & Title of person holding position in 2009: _____

STANDARD #2 ~ A COMMUNITY TREE ORDINANCE

Communities are required to have passed a **Tree Ordinance** and to submit a copy of that ordinance with the TCUSA application. First-time applicants should also indicate the date the ordinance was established. Those applying for recertification DO NOT need to attach an ordinance unless it has changed.

For Standard #2 please check appropriate boxes on application
and attach copy of ordinance, if required



FOR APPLICATION OR RECERTIFICATION

STANDARD #3 WORKSHEET

STANDARD #3~ A Community Forestry Program with an Annual Budget of at Least \$2 Per Capita

This standard requires the community show they have a community forestry program that expends at least \$2 per capita. To do so, communities must attach their program's 2009 work plan, accomplishment report, and detailed budget that documents fulfillment of the budget requirements.

A list of qualifying expenditures and a list of value standards for volunteers can be found on page 8.

For Standard #3 please indicate (on application):

- 1. Total Community Forestry Expenditures \$ 84,300
- 2. Community Population 6,200

Tree City USA Standard #3 Financial Worksheet

Community: CITY OF HAILEY Year: 2009

To calculate your community tree program expenditures, complete the financial worksheet below. All cash and in-kind expenditures for public tree care may be included.

1. Tree Planting and Initial Care

Include cost of tree purchases, labor (salaries, benefits & volunteer time), equipment for planting, planting materials, stakes, wrapping, watering, mulching, and competition control, etc.

\$ 2,500

2. Community Forest Management

Include pruning, public education, professional training, memberships, salaries/benefits, volunteer time, street and park tree inventory, pest management, fertilization, watering, etc.

\$ 19,000

3. Tree Removals

Include cost of saws and equipment, supplies, and labor (salaries/benefits and volunteer time.

\$ 54,700

4. Volunteer Time

Value of volunteer labor and other contributions from civic organizations that has not already been included in above categories. (See page 8 for volunteer labor rates.)

\$ 2,100

5. Administrative Expenses

Include salaries/benefits, volunteer time and all other costs of activities (not documented elsewhere) such as contract management, grant administration, supervision and other forestry program management activities.

\$ 5,000

Tree City USA Standard 3 Financial Worksheet (Cont'd)

6. Utility Expenses

- a) Line clearance per se is not tree maintenance. Utility trimming expenses are allowed only if the utility is a partner in the city's tree program and has implemented a tree planting program and complies with ANSI A300 pruning standards.

6a. Enter amount here: \$ _____

- b) The maximum allowed for utility expenses is \$1 per capita.

Enter the smaller amount—either 6a or the population of your city.

\$ 0

7. Undefined Costs

- a) Costs not already mentioned, such as storm cleanup, brush pick-up from non-public properties, chipping of brush from non-public properties, etc.

Briefly describe: CLEAN CRACK DISPOSAL Co.

DAMPSTER AND STAFF FOR COMMUNITY

TRAIL DEBRIS CLEANUP (SPRING & FALL)

7a) Enter amount here: \$ 1000

- b) The maximum allowed for these other activities is \$.50 per capita.

Enter the smaller number—7a or the city population times .5.

\$ 1,000

8. Other

Include any expenses not already mentioned.

Briefly describe:

\$ _____

TOTAL COMMUNITY FORESTRY EXPENDITURES

(Add budget figures in above right column together)

\$ 89,300

COMMUNITY POPULATION 6,200

(To qualify for Tree City USA, total expenditures must be at least twice population. Transfer these two numbers to Standard #3 on application and include this sheet with application.)

Signed _____ Date _____

Title _____



FOR APPLICATION OR RECERTIFICATION

STANDARD #3 WORKSHEET (Cont'd)

Tree City USA Standard #3 Annual Work Plan 2009

An annual work plan outlining the community forestry work that was to be carried out during the year 2009 needs to be provided. The worksheet below contains a column for every month (January—December); within each column there are four dots which represent each of the weeks within the month. Consider using a copy of this form to plan next year's activities.

For each activity, place an "x" on top of the dots for each week of the year your community planned to be involved in that activity (each dot represents one week)

EXAMPLE

Table with 13 columns (Jan-Dec) and 3 rows (Annual planning & review session, Prioritize work to be done, Organize activities, people, dates). Includes handwritten 'x' marks.

Please complete the worksheet below (or provide the information in a different format) and include it with your application for Standard #3.

Community: CITY OF HAILEY Year: 2009

Main worksheet table with 13 columns (Jan-Dec) and multiple rows for activities: 1. Annual planning & review session, 2. Tree planting, 3. Tree pruning. Includes handwritten 'x' marks.

b.	Schedule crew, equipment, supplies	XX
c.	Schedule contract tree crews	X
d.	Supervise pruning & disposal of brush	XX	X	XX
4. Tree removals													
a.	Survey trees, decide on removals	XX
b.	Notify adjacent property owners
c.	Announce & hold public hearings
d.	Schedule crew, equipment, supplies	X
e.	Schedule contract tree crews	X
f.	Stump grinding, reseeding.	XX
5. Public relations													
a.	Report to municipal officials	X	XX	XX
b.	News releases	X	X
c.	News & TV coverage of events
d.	Submit Tree City USA application	X
e.	Plan, hold, publicize Arbor Day celebration	X	X
6. Tree care tasks													
a.	Evaluate/schedule/repair irrigation system	XX
b.	Water most vulnerable trees during droughts	XXX	XXXX	XXXX	XXXX	XXXX
c.	Fertilize deficient trees
d.	Control diseases & insects impacting tree health	X	X	X	X	X	X
e.	Remove stakes/tree wrap
f.	Clean up storm breakage	X	X	XXXX
g.	Mulch trees
h.	Control weeds
7. Other tasks													
a.	Conduct youth education	X	X
b.	Develop urban forestry grant projects	X	XXXX	XXXX
c.	Complete urban forestry grant applications
d.	Educational opportunities for tree commission	XX
e.	Training & safety education of tree workers



FOR APPLICATION OR RECERTIFICATION

STANDARD #3 WORKSHEET (Cont'd)

Tree City USA Standard #3 Accomplishment Report for 2009

While the work plan is what your city set out to do for the year, the accomplishment report is an opportunity to state what you were actually able to achieve and to quantify the progress that was made. Please check all of the "accomplishments" that apply, add any not listed, and indicate quantities where appropriate. This Accomplishment Report also needs to be included with your application.

Please check all that apply and indicate quantities where appropriate.

Community: CITY OF HAILEY Year: 2009

Accomplishment	
1. Adopted or Revised Community Tree Ordinance	6/09
2. Number of Trees Planted	3
3. Number of Dead/Dying Trees Removed	15
4. Number of Pruned/Trimmed Trees	300
5. Held Arbor Day Celebration	04, 06, 08, 09
6. Program Planning (Tree Committee Meetings)	10
7. Distributed Educational Publications	(quantity)

Accomplishment	
8. Attended Educational/Training Programs (specify type and quantity)	BILL JOSEY JEN SMITH / MER HARVARD / 8/4 & 8/5/09 TREE APPRAISALS PNW CHAPTER / ISA WORKSHOP
9. Other: (Specify activity and quantity if appropriate)	HAILEY JOURNAL / PARK DEETS 4/15/09 PRUNING & PLANT CULS 4/9

TREE CITY USA QUALIFYING EXPENDITURES

The following expenses for public tree care (street, park, cemetery) may be counted towards the \$2 per capita requirement of Standard 3.

- | | |
|---|---|
| <ul style="list-style-type: none"> √ Administrative time √ Arbor Day program √ Chipping (maximum of \$0.50 per capita) √ Computer inventory software √ Contract work √ Equipment maintenance √ Equipment purchases (large equipment can be depreciated over life span) √ Equipment rental (chipper, bucket truck, stump grinder) √ Fertilizing √ Insect & disease control on trees √ Insurance √ Memberships in and donations to tree organizations √ Mulching √ Pick-up and/or chipping of tree trimmings from private properties (maximum of \$0.50 per capita) √ Prizes for Arbor Day contests √ Tree pruning costs (excluding utility pruning) √ Public education materials—brochures, newsletters, etc. √ Staff salaries and benefits (or portion thereof) to accomplish the tasks listed on this page (subject to noted limits) | <ul style="list-style-type: none"> √ Stump removal √ Survey or inventory expenses √ Tree board salary (most are volunteer, some are paid) √ Tree care conferences and workshops attended by community workers and/or volunteers √ Tree purchases and planting √ Tree removal (excluding utility removals) √ Utility pruning and removals (maximum of \$1 per capita) √ Watering √ Volunteer labor/time (see table below for rates) √ Value of donated materials (including trees) <p>(Grant money expended for any of these items may be counted.)</p> |
|---|---|

Items not eligible toward Tree City USA

- ⊗ Lawn mowing
- ⊗ Leaf pick-up
- ⊗ Tree work on non-public property
- ⊗ Weed and brush control not related to planting areas (i.e. right-of-ways, etc.)

Determining Value of Donated Services

Labor Rates—Individuals performing tasks normally paid for, their actual rate of pay may be used.

Managerial, Administrative & Clerical Support Services

- Grant Project Manager/Coordinator \$15.00/ hr
- Tree Committee Meetings (project planning, etc.) / Secretaries/Bookkeepers \$10.00/hr (per member)

Professional Services

- Engineers & Lawyers \$40.00/hr
- Consultants (Computer Programming, Urban Forestry, Landscape Design, Urban Planning, Marketing/Sales) \$25.00/ hr

Forestry Related Project Services

- Volunteers under age 16 \$5.15/hr
- Volunteers age 16 and older \$8.00/hr

Equipment Rates— If city has a rate schedule for its equipment, those figures can be used instead.

- Chainsaw \$35/day
- Trencher (for irrigation installation) / Truck Drivers/Heavy Equip. Operators \$15/hr
- Backhoe/Loader \$25/hr
- Gravel/Hoist & Water Truck \$50/day
- Pickup \$30/day
- Brush Chipper/Tree Spade/Stump Grinder Contractor rate

FOR APPLICATION OR RECERTIFICATION



TREE CITY USA.

STANDARD # 4

STANDARD #4~ AN ARBOR DAY OBSERVANCE & PROCLAMATION

This standard requires that you observe and proclaim Arbor Day in your community and show documentation.

For Standard #4:

Please:

1. Indicate (on application) date Arbor Day was observed 5/1/09
2. Attach a copy of your community's Arbor Day Proclamation for 2009.
3. Attach documentation that describes event (include items such as agenda, description of event/activities, press coverage and any other information that illustrates how your Arbor Day event was planned and/or carried out).



TREE CITY USA.

FOR APPLICATION OR RECERTIFICATION

SIGNATURE & CITY INFORMATION

The application needs to be signed (on the line just below standard #4) by the person making the application. Also, fully complete the sections providing information regarding your community's Mayor (or equivalent) and the City Forestry Contact. That contact can be the parks supervisor, city maintenance person, public works director, city manager, volunteer, city forester, etc.



TREE CITY USA.

FOR APPLICATION OR RECERTIFICATION

SUBMIT FORMS TO

This year the Community Forestry Assistant in your area will be processing your application instead of IDL's Community Forestry Coordinator. So please submit completed application & forms, by **December 1, 2009** to the Assistant in your area. Also, contact them for any questions you might have regarding your application.

North Idaho		South Idaho
Panhandle Area	Clearwater Area	
Jim Colla Northwest Management Inc. W. 21 Commerce Dr., Ste. G Hayden, Idaho 83835 colla@consulting-foresters.com	Tera King Northwest Management Inc. PO Box 9748 Moscow, Idaho 9748 king@consulting-foresters.com	Gerry Bates 2445 John Adams Parkway Idaho Falls, ID 83401 208-522-5964 gabates@cableone.net



APPLICATION CHECKLIST

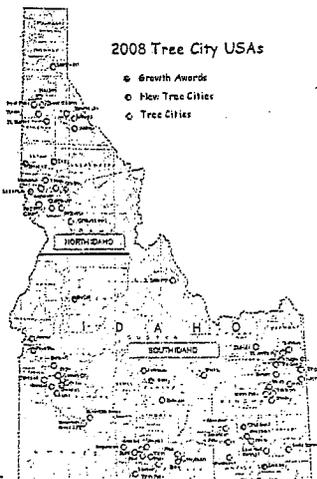
TREE CITY USA APPLICATIONS

Your Tree City USA certification application or recertification application must include the following items. Note: Completing the preceding forms in this packet, will allow you to easily meet the documentation requirements for the application.

- Completed application form**
- Standard 1:** Tree Board or Department information (including Tree Board meeting dates)
- Standard 2:** Tree Ordinance*
- Standard 3:**
 - Financial Worksheets showing program expenditures/annual budget
 - 2009 Annual Work Plan
 - 2009 Program Accomplishments & Breakdown Budget
- Standard 4:**
 - Arbor Day proclamation
 - Arbor Day observance program/agenda and/or news coverage of event

* If your Tree Ordinance has not been revised since your last Tree City USA application, do not attach another copy. Your tree ordinance is on file in the Coordinator's office. All first-time applicants must include an ordinance with their application.

COMMUNITY FORESTRY IN IDAHO



WHICH COMMUNITY FORESTRY ASSISTANT SERVES YOUR AREA?

NORTH IDAHO
 ~Panhandle Area ~ Jim Colla ~ 208-772-8554
 ~Clearwater Area ~ Tera King ~ 208-883-4488

SOUTH IDAHO ~ Gerry Bates ~ 208-522-5964

IDL COMMUNITY FORESTRY COORDINATOR
 Dave Stephenson 208-666-8621



FOR GROWTH AWARD APPLICATION

INSTRUCTIONS

The **Tree City Growth Award** recognizes Tree City communities that have made a significant improvement in their tree care efforts. To be eligible, communities must have been a Tree City the previous year **AND** must have spent at least as much this year on their tree care program as last year¹. In order to qualify for the Growth Award, communities must have completed activities listed in the Growth Award application which total 10 or more points.

Growth Awards are not intended to be achieved every year, but rather mark years when special projects or efforts have raised the level of tree care in the community. Please note that most activities are only eligible the first year they are implemented, unless they are significantly improved. For example, if your community started a continuing education program for staff (activity A8) in one year and used that activity to receive a Growth Award, you cannot use it again for a Growth Award in a subsequent year unless the program was significantly improved.

Please fill in all the information requested on the Growth Award application.

1. Use the amount shown on your previous year's Tree City application (under Standard #3) for the amount spent on your forestry program last year (2008).
2. For each activity that will earn points toward a Growth Award:
 - List the activity number
 - Name of the activity
 - Number of points earned
3. Attach separate sheets to document and describe each activity as appropriate. You must supply a good explanation of the activity. Some examples are shown below.
4. Mail the completed Growth Award application and accompanying documentation to your Community Forestry Assistant by **December 1st** (see page 1 and 9 for mailing information).

Examples of good activity descriptions

B1 New Project or Organization—The City and area public schools have started a joint nursery project. The purpose of this project is to give students experience in the growing and caring of nursery stock. It is the feeling of the partners that when stock is ready for transplanting the school system or city will have the necessary sites where the stock can be used.

The educational portion of this venture will provide the students experience in the care and growing of the tree stock. This will also provide students with business experience when they sell their planting stock.

At present, the schools system will have the site on their property. The city will supply the compost for the beds and much of the mulch in the future.

The present site is 1 ½ acres with room for expansion. The spring of 1996 will see the first seedlings being installed. With this in place, it can only grow into a very worthwhile project. As the nursery develops, trees will be offered for sale to residents. Labor and supervision will be supplied by students and teachers of the school district.

B7 Engineering/Forestry Coordination—In 1995, the city adopted a sidewalk installation policy for the entire city. Previously, the city had no firm policy. Most subdivisions and commercial buildings developed in the last 25 years do not have sidewalks on their property. The city hired a consultant to determine which areas of the city most needed sidewalks. This year, the city began using the new plan and started installing sidewalks on both sides of the street.

Needless to say that after 25 years of being in place without sidewalks, neighborhoods and businesses expressed a lot of concern regarding the installation of the sidewalks. One of the many problems with installing the sidewalks were trees. The engineering technician and the city forester worked together in determining sidewalk locations to minimize impact on terrace and private property trees. A copy of the new sidewalk policy is enclosed.

Also starting in August of 1995, the city started planning for major improvements to be done to 3 streets [listed]. The city hired a consulting firm to do the engineering for the roadway improvements. The construction for the projects is scheduled for 1997 and 1998. It has been very important that the city forester has been included in the planning of these projects since the very beginning.

Enclosures: Notice of first public informational meeting, map of project locations and road improvement detail, public comment form, minutes of meeting, list of attendees, sidewalk repair policy with tree policies highlighted.

¹Note— If community expenditures for this year's tree program are less than last year, but it was because of special projects or emergency situations, your community can still be eligible for a Growth Award. Provide an explanation for the reason spending is less this year than last.