

AGENDA ITEM SUMMARY

DATE: 11-28-2011 DEPARTMENT: Admin DEPT. HEAD SIGNATURE: _____ HD

SUBJECT:

Motion to authorize Mayor to sign letter supporting ARCH Community Housing Trust's application for grant funding from IHFA under the re-allocation funding from NSP

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

There have been three Neighborhood Stabilization Programs (NSP) approved by the Obama administration and administered in Idaho by Idaho Housing Finance Association (IHFA). Blaine County has been unable to qualify for any of these funds because the geographic area used to determine need is a Census Tract which in our small community includes the wealthiest and the most modest neighborhoods. The foreclosure rate within the Census Tract is the determining factor for funding.

ARCH has persuaded IHFA to consider an application for funding just for the Woodside neighborhood. We selected Woodside because the foreclosure rate would support NSP funding. Additionally, we have suggested that the Woodside Blvd. upgrade will add value to the NSP funding to the neighborhood. The funding will enable ARCH to purchase, renovate and resell or rent foreclosed homes in Woodside. The program allows home buyers to assume up to 20% of the purchase price as a zero interest deferred second loan. We plan to apply for funding for 5 homes to start. The BCHA has written a letter in support of this application and the Sun Valley Board of Realtors will also write a letter. ARCH has asked the City of Hailey to add a letter of support.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

<input checked="" type="checkbox"/>	City Administrator	<input type="checkbox"/>	Library	<input type="checkbox"/>	Benefits Committee
<input type="checkbox"/>	City Attorney	<input type="checkbox"/>	Mayor	<input type="checkbox"/>	Streets
<input type="checkbox"/>	City Clerk	<input checked="" type="checkbox"/>	Planning	<input type="checkbox"/>	Treasurer
<input type="checkbox"/>	Building	<input type="checkbox"/>	Police	<input type="checkbox"/>	_____
<input type="checkbox"/>	Engineer	<input type="checkbox"/>	Public Works, Parks	<input type="checkbox"/>	_____
<input type="checkbox"/>	Fire Dept.	<input type="checkbox"/>	P & Z Commission	<input type="checkbox"/>	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to authorize Mayor to sign letter supporting ARCH Community Housing Trust's application for grant funding from IHFA under the re-allocation funding from NSP

ACTION OF THE CITY COUNCIL:

Date _____

FOLLOW-UP:

City of Hailey

115 MAIN STREET SOUTH, SUITE H
HAILEY, IDAHO 83333

(208) 788-4221
Fax: (208) 788-2924

November 28, 2011

Shelley Wallace
IHFA
NSP Grants Program Coordinator

Subject: NSP funding for Hailey's Woodside Neighborhood

Dear Ms Wallace:

I am writing to you today on behalf of The City Of Hailey in support of the ARCH Community Housing Trust application for funding under the re-allocation funding from NSP. The City is in full support of this application.

The rate of foreclosures in the Woodside Subdivision has had a devastating negative effect on the neighborhood. As a City, we are working to revitalize Woodside and are the recipients of a Department of Transportation grant to improve the neighborhood's main artery Woodside Boulevard. We believe the DOT grant will dovetail with NSP funding to amplify the impact of both programs.

I urge you to support the ARCH application to the full extent of the request.

Sincerely,

Rick Davis
Mayor, City of Hailey

AGENDA ITEM SUMMARY

DATE: 11/28/11 **DEPARTMENT:** PUBLIC WORKS **DEPT. HEAD SIGNATURE:** 

SUBJECT:

Approval is requested for the Hailey Hometown Holiday Celebration and Tree Lighting Special Event. Scheduled to take place on 12/03/11, 4 pm to 7 pm on 1st Ave N between Carbonate St E and Bullion St W. (as a Block Closure) the tree lighting is in the Meriwether Bldg courtyard.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

- The representative believes there may be 200 – 300 people in attendance.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

<input type="checkbox"/> City Administrator	<input type="checkbox"/> Library	<input type="checkbox"/> Benefits Committee
<input type="checkbox"/> City Attorney	<input type="checkbox"/> Mayor	<input checked="" type="checkbox"/> Streets
<input checked="" type="checkbox"/> City Clerk	<input checked="" type="checkbox"/> Planning	<input type="checkbox"/> Treasurer
<input checked="" type="checkbox"/> Building	<input checked="" type="checkbox"/> Police	_____
<input type="checkbox"/> Engineer	<input checked="" type="checkbox"/> Public Works, Parks	_____
<input checked="" type="checkbox"/> Fire Dept.	<input type="checkbox"/> P & Z Commission	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

- a. Applicant is not allowed the use of the Meriwether Suite for the Santa's work shop as a certificate of occupancy does not exist.

Motion to approve Hailey Hometown Celebration and Tree Lighting Special Event and authorize the Mayor to sign.

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:

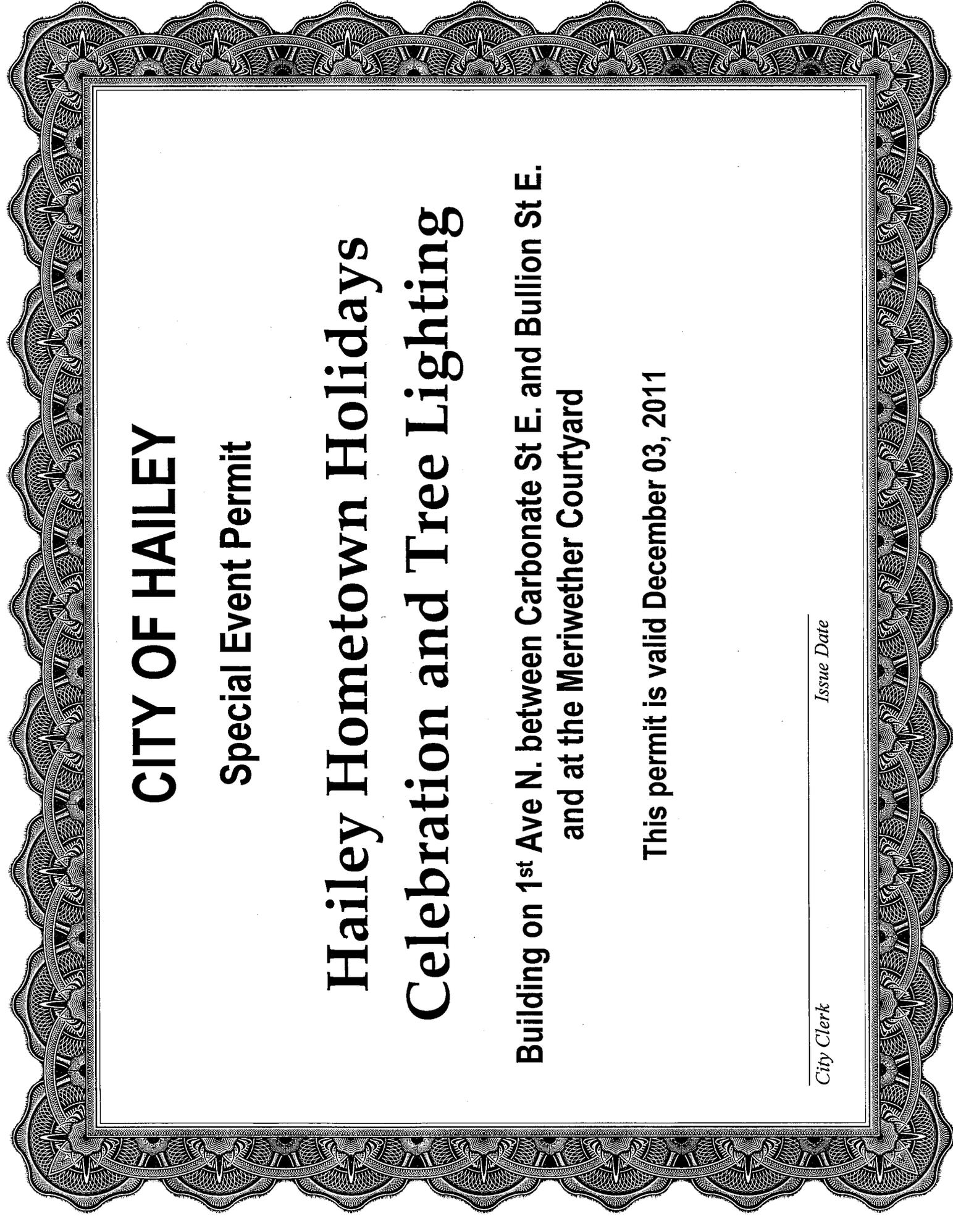
Date _____

City Clerk _____

FOLLOW-UP:

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

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



CITY OF HAILEY

Special Event Permit

**Hailey Hometown Holidays
Celebration and Tree Lighting**

**Building on 1st Ave N. between Carbonate St E. and Bullion St E.
and at the Meriwether Courtyard**

This permit is valid December 03, 2011

City Clerk

Issue Date

City of Hailey

115 MAIN STREET SOUTH, SUITE H
HAILEY, IDAHO 83333

(208) 788-4221
Fax: (208) 788-2924

November 28, 2011

Hailey Chamber of Commerce
P.O. Box 100
Hailey, ID 83333

Subject: Hailey Hometown Holiday Celebration and Tree Lighting

Dear Gee Gee:

Congratulations! Your Hailey Hometown Holiday Celebration and Tree Lighting Special Event, scheduled for December 03, 2011 on 1st Ave N at the Meriwether Building, has been approved by the City Council.

Please note the following conditions connected with the approval of your event:

- Applicant is not allowed the use of the Meriwether Suite for the Santa's work shop as a certificate of occupancy does not exist.

Thank you for choosing the City of Hailey as the venue for your Special Event.

Sincerely,

Mary Cone
City Clerk

DECISION

Based on the Application for a Special Event Permit for the Hailey Hometown Holiday Celebration and Tree Lighting, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

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

Other Condition

- a. Applicant is not allowed the use of the Meriwether Suite for the Santa's work shop as a certificate of occupancy does not exist.

DATED this 28th day of November, 2011.

CITY OF HAILEY

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

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

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Hailey Hometown Holiday Celebration and Tree Lighting that will occur on December 03, 2011 from 4:00 p.m. to 7:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 28th day of November, 2011.

APPLICANT:

By: _____

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

CITY OF HAILEY:

By: _____

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

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



RECEIVED
NOV 14 2011

SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Hailey Hometown Holiday Celebration and Tree Lighting

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

Public Property Private Property

III. EVENT SCHEDULE

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

Date(s) of Event	Hours	Estimated # of Attendees
DECEMBER 3	Start Time: 4:00 pm End Time: 7:00 pm	One Hour Interval: All Day: 200
	Start Time: 11:00 pm End Time: 12:00 pm	One Hour Interval: All Day:
Date of Set-Up		
DECEMBER 3.	Start Time: 1:00 pm End Time: 4:00 pm	
Date of Tear Down		
December 3	Start Time: 7:00 End Time: 9:00 pm.	

IV. FEES

Special Event Permit Application Fee	\$125	<input checked="" type="checkbox"/>	<u>\$125.00</u>
Per Day Park Rental Fee	\$200	<input type="checkbox"/>	<u> </u>
Security Deposit	\$500	<input type="checkbox"/>	<u> </u>
Tax (on park rental fees only)	6%	<input type="checkbox"/>	<u> </u>
TOTAL DUE			<u>\$125.00</u>
Additional Deposit Required		<input type="checkbox"/>	<u>\$</u>

V. ORGANIZATION INFORMATION

Applicant's Name: ^{SVMA} Hailey Chamber of Commerce Title: Business Center Manager

Mailing Address: Box 100 Zip Code: 83333

Street Address: 706 S. Main Street City: Hailey State: Idaho

Day Telephone: 208-788 3484 Evening Telephone: 720-7395

FAX Number: 208- E-Mail Address: geegee@hailey idaho.com

Applicant Driver's License #: _____

Sponsoring Organization: HCC + SVMMA

Non-Profit: Yes No Tax Exempt #: _____

Federal Tax #: 82-0420093 State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes _____ No ✓ Annual Event: Yes ✓ No _____ Years Operating 7

Event Category: Commercial Noncommercial

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

Description of Event:
Tree lighting @ the Meriweather BUILDING WITH

Additional Details:
CLOSE BLOCK OF 1st AVENUE BETWEEN CARBONATE AND BULLION.
FOR A HOLIDAY CELEBRATION WITH SANTA, CAROLERS, TREATS
FOR FAMILIES AND LIGHTING OF THE CITY TREE.

VII. INSURANCE REQUIREMENTS

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

Insurance Company: Philadelphia Agent Name: Bisnett

Address: _____ Phone: _____

HOLD HARMLESS CLAUSE

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

(Attach any additional pages as needed)

SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

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

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
	✓	Street Closures & Access / Parade Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.		✓	Alcohol Served (Free of Charge) (name of provider)
				✓	Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)
	✓	Street Closures & Access /Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods	✓		Food/Beverages will be served (List Caterers): <i>Hot Cocoa - cheerleaders</i>
#	✓	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s)) City of Hailey Fire Department, Fire Code Enforcement	#		Vendors items sold/ solicitation
	✓	Medical Services (Circle) First Aid and/or EMS Services Who is providing services? _____	#	1	<i>SV Hockey - Wreaths</i>
#		Security (detail who, number of officers, times. Attach plan)	#	1	Booths: Profit / Non-Profit <i>Mistletoe - cheerleaders wreaths</i> <i>Wreaths - SV Hockey</i>
		Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)	✓		Lighting plan: attach plan <i>plug in LED Light up Tree. to Meriweather Bldg.</i>
#	✓	Electricity / Generators (Size _____) Attach detailed electrical plan.	✓		Activities / Entertainment (Agenda) Other equipment or entertainment
			✓		Signs or Banners: sign permit may be required by the City Planning and Zoning Department
	✓	Water Drinking / Washing (circle)		✓	Stages (Number and Size(s) _____)
	✓	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	#	6	Barricades. How many identify locations and attach logistics map
5		Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations) <i>Provided by chamber</i>	#		EVENT estimated attendance <i>200 - 300</i>
#	✓	Porta Toilets / Wash Stations (Quantity ADA Regular _____) <i>Meriweather / Public</i>	#	3	Number of staff working event
			#	10	Number of volunteers working

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

Event Organizer's Signature: *Gregg Lowe* Date: *11/14/11*

Hailey Hometown Holiday Tree Lighting Celebration

Schedule of Events

1:00 Street Closure – Hailey Chamber of Commerce/SVMA will set up Barricades. Set up for event at 4:00.

4:00 Hailey Holiday Event Starts

Music

Nativity Scene

Hot Cocoa & Cookies

~~Crafts in Santa's Workshop~~ Declined per Bldg Dept NO C.O.

Carolers

4:50 Santa arrives via Fire truck on Carbonate – Fire truck will pull up to Barricades and drop Santa off. Fire truck will not obstruct traffic and will leave 10 minutes after drop off.

5:00 Santa will light Christmas Tree - Caroling

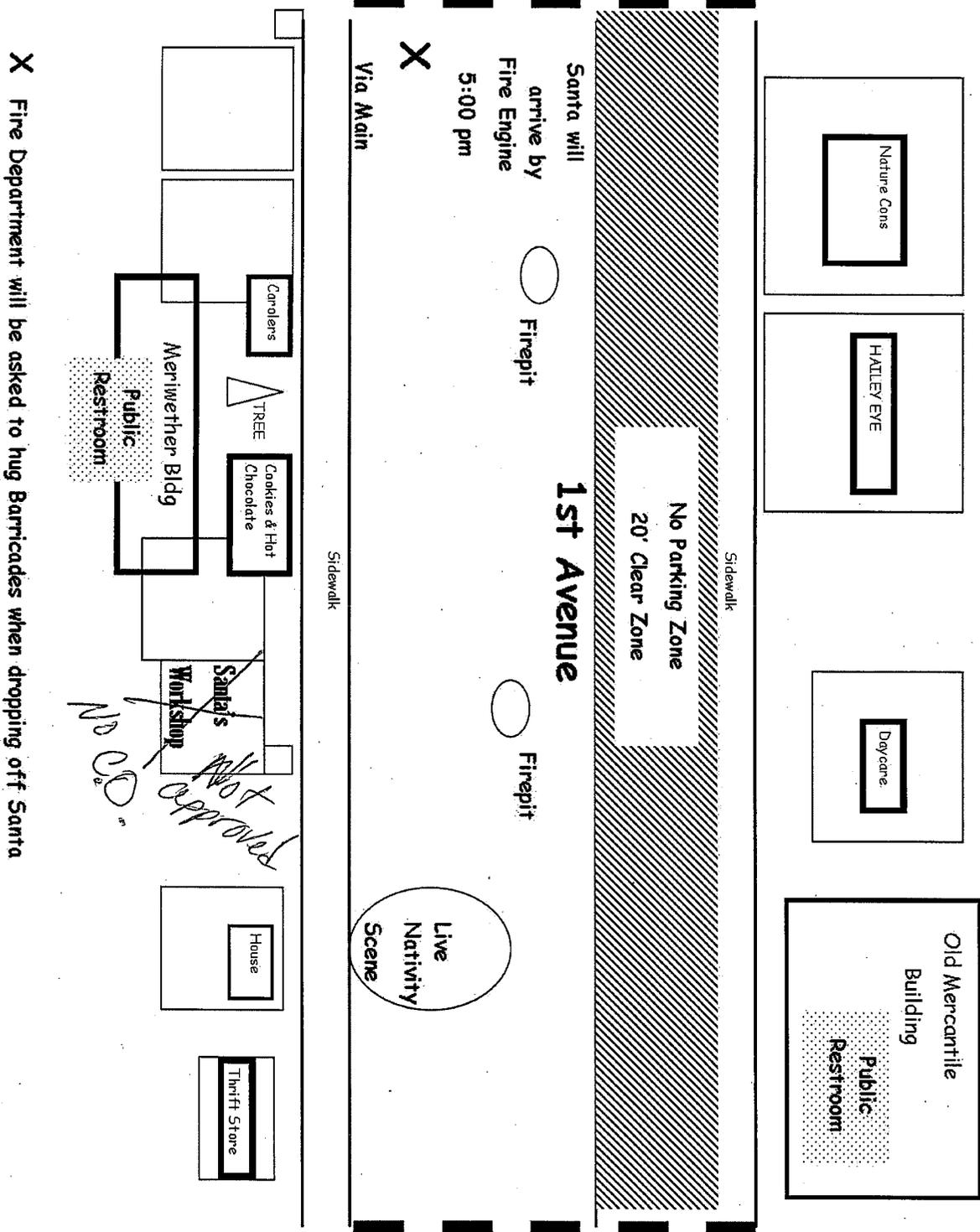
7:00 Event Ends

9:00 (or sooner- when done with clean-up) – Hailey Chamber of Commerce/SVMA will take down Barricades – Open up street.

Hailey Hometown Holiday Tree Lighting Celebration
December 3, 2011 4-7 PM

C A R B O N A T E

B U L L I O N



X Fire Department will be asked to hug Barricades when dropping off Santa

Main Street

B a r r i c a d e

B a r r i c a d e



AMPLIFIED SOUND PERMIT APPLICATION

RECEIVED
NOV 14 2011

The Hailey Municipal Code exempts certain events as a special event. However, some events may require an Amplified Sound Permit to be filed with the City of Hailey. Please contact the Special Events Administrator at 208-788-4221 x22 to help determine what will be needed for your event.

Applicable Requirements: There is no fee for the administrative review and the first Hailey Police Department visit to your event in order to determine the allowable sound decibel level – (90) dB maximum and sound may only be amplified between the hours of 10 am and 10 pm. For visits 2 and more the fee charged to the applicant will be \$25.00 per visit.

The applicant is responsible for contacting residents within close proximity to the proposed event with amplified sound prior to the event. The attached form *Notification of Amplified Sound Event* is provided for you to copy and give to residents in close proximity to the amplified sound event. This notification gives recipients a contact name and number if the amplified sound from the event is too loud.

Name of Applicant: SEMA Hailey Chamber of Commerce Phone: 208-788-3484
 Address of Applicant: Box 100 706 S. Main St Hailey
 Type of Event: Hailey HomeTown Holiday Celebration
 Location of Event: 1st Avenue (between Carbonate + Bullion Streets)
 Date of Event: Sat. December 3rd Time of Event: _____
 Number of People Expected: 200-300 Time of Amplification: From 4 to 7

By signing this application, you are confirming the receipt and knowledge of the applicable requirements and agree to comply with them. In the event the Police Department has to intervene, the permit may be voided if found to not be in compliance with the applicable requirements.

Signature of Applicant: Virginia Anne Lowe Date: 11/14/2011

When signed by the Police Chief or designee, a copy of the signed application will be your permit.

Chief of Police, or designee: [Signature] Date: 11/15/11

<input checked="" type="checkbox"/>	Permit Approved	(For City Use Only)
<input type="checkbox"/>	Not Approved (check reason below)	
<input type="checkbox"/>	Use of the equipment would constitute a detriment to traffic safety;	
<input type="checkbox"/>	The issuance of the permit would be otherwise detrimental to the public health, safety or welfare;	
<input type="checkbox"/>	The issuance of the permit will substantially interfere with the peace and quiet of the neighborhood or the community;	
<input type="checkbox"/>	The applicant would violate the provisions of this Code or any other law.	

INSTRUCTIONS FOR COMPLETING THE AMPLIFIED SOUND PERMIT

Fill in the details on the application and then either send it or take it to the Special Events Administrator. It will then be forwarded to the appropriate authority for approval and signature. The completed and signed application will act as your permit and will be forwarded to you once the signatures are received.

It is important for the success of your event that surrounding residents be aware of the event and to have a contact. It is your responsibility to notify residents in the immediate area that may be affected by the amplified music prior to your event. A form entitled "*Notification of Amplified Sound Event*" is below for your convenience. Please fill out the form, copy and distribute to your neighbors.

By notifying surrounding residents in advance of your event, it is the expectation of the City of Hailey that you will take the opportunity to correct amplification levels if you are contacted directly by a resident. In the event the Police Department has to intervene, the permit may be voided if found to not be in compliance with the applicable requirements.

Please call if you have any questions.
Special Events Administrator 208-788-4221

Fold at line, make copies, complete and distribute to surrounding residents

NOTIFICATION OF AMPLIFIED SOUND EVENT

I, Virginia Lowe, of Hailey Chamber - 1st Avenue
(Name of Applicant) (Address of event)

intend to hold an event with amplified sound on December 3, 2011, between the hours of
(Date)

4 and 6. I have made an application to the City of Hailey for an **Amplified Sound**
(from) (to)

Permit and as part of the permit process, residents in the immediate area that may be affected by this are advised in advance there will be amplified sound on the dates and times set forth above.

If the amplification is too loud, it is requested you contact me directly at 208-720-7395
(Phone number at event)
so I may correct the decibel level.

Thank you for your cooperation.

Signature: Virginia Lowe Date: 11/14/2011