AGENDA ITEM SUMMARY

DATE: 9/28/09  DEPARTMENT:  PW - Water  DEPT. HEAD SIGNATURE:  

SUBJECT: Motion to Authorize the Mayor to sign the IDWR Notice of Change in Water Right Ownership for the Old Cutters conveyed water right

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Completes the transfer of the 31 acres of irrigation from Old Cutters.

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:  
Copies (all info.):  Copies (AIS only)
Instrument #
September 21, 2009

Tom Hellen, Engineer  
CITY OF HAILEY  
115 Main St. S., Ste. H  
Hailey ID 83333  

Re:  Hailey, City of - Water Rights  
Nos. 37-21130, 37-21137 & 37-21139

Dear Tom:

Enclosed is the completed NOTICE OF CHANGE IN WATER RIGHT OWNERSHIP form for the Old Cutters water rights.

1. It needs to be signed (p. 2, line 7) and sent to IDWR (envelope enclosed) along with the copy of the GRANT DEED FOR WATER RIGHTS which is attached.

2. You also need to attach a copy of the plat map, which I do not have.

3. A check also needs to be enclosed, made out to Idaho Department of Water Resources, for the $300 change of ownership fee.

If you have any questions or concerns, please give me a call. Thank you.

Sincerely,

Patrick D. Brown

/cb  
Enc.
STATE OF IDAHO
DEPARTMENT OF WATER RESOURCES
NOTICE OF CHANGE IN WATER RIGHT OWNERSHIP

Please print or type. Attach pages with additional information. Instructions are included at the end of this form. Incomplete forms will be returned.

1. Please list the water right number(s) and/or adjudication claim number(s) (if any) for each water right to be changed. List just the adjudication claim number if there is no corresponding water right record on file with the department. Indicate, by checking in the space provided (under the “split” heading), if the change in ownership is limited to a portion of a water right in which case IDWR will produce new water right number(s) for the split(s).

<table>
<thead>
<tr>
<th>Water Right No(s)</th>
<th>Adjudication Claim No(s)</th>
<th>Split(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>37-22130</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>37-22137</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>37-22139</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. The following REQUIRED information must be submitted with this form:

A. The appropriate FILING FEE. See instructions for fee amounts.

B. A copy of the most recent DEED, TITLE POLICY, CONTRACT OF SALE or other legal document indicating your ownership of the property and water right(s) or claim(s) in question, WITH ATTACHED LEGAL DESCRIPTION.

C. Either of the following (if necessary to clarify division of water rights or other complex property descriptions):
   PLAT OF PROPERTY or SURVEY MAP clearly showing the location of the point(s) of diversion and place of use of your water right(s) and/or adjudication claim(s) (these are on file with the county Planning and Zoning or Recorder’s Office).
   OR
   If your water right(s) and/or adjudication claim(s) is for ten or more acres of irrigation, you must submit a USDA Farm Service Agency or equivalent AERIAL PHOTO with the irrigated acres outlined and point(s) of diversion clearly marked. The AERIAL PHOTO should be submitted in place of the PLAT OF PROPERTY or SURVEY MAP.

3. Name and Address of Former Owner/Claimant(s)
   Old Cutters, Inc.
   P.O. Box 4944, Ketchum, Idaho 83340

4. New Owner/Claimant(s)
   City of Hailey, Idaho
   Name Connector (Check one): [ ]and,[ ]or,[ ]and/or
   New Mailing Address
   115 S. Main St.
   City, State and ZIP Code
   Hailey, Idaho 83333
   New Telephone Number
   (208) 788-4221

Notice of Change in Water Right Ownership - Form, Page 1 of 2

- 3 -
5. Date you acquired the property
   
   March 23, 2009

6. If the change in ownership affects the entire water right for each water right or adjudication claim number listed in line 1, then skip this line and go to line 7. If the change in ownership divides the water right(s) among multiple owners, you must describe, in detail, your portion of each water right after the change. Fill in the appropriate spaces in the box(es) below to describe your water right(s) after the change (you may copy this page, if necessary). If your quantity of water is greater than a proportionate split, you must attach documentation to show justification for a larger amount. If you are not sure how to identify your portion of the original water right or adjudication claim records, please contact the nearest IDWR office for assistance.

<table>
<thead>
<tr>
<th>Water Use</th>
<th>Diversion Rate or Volume</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(cubic feet per second or acre-feet per annum)</td>
<td>(acres, number and type of stock, homes, etc)</td>
</tr>
<tr>
<td>37-21130</td>
<td>Water Right and/or Adjudication Claim Number</td>
<td></td>
</tr>
<tr>
<td>Irrigation</td>
<td>0.19 CFS</td>
<td>31 acres within the 66 acre place of use</td>
</tr>
<tr>
<td>Stock</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Domestic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td></td>
<td></td>
</tr>
<tr>
<td>37-21137</td>
<td>Water Right and/or Adjudication Claim Number</td>
<td></td>
</tr>
<tr>
<td>Irrigation</td>
<td>1.50 CFS</td>
<td>31 acres within the 66 acre place of use</td>
</tr>
<tr>
<td>Stock</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Domestic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td></td>
<td></td>
</tr>
<tr>
<td>37-21139</td>
<td>Water Right and/or Adjudication Claim Number</td>
<td></td>
</tr>
<tr>
<td>Irrigation</td>
<td>0.18 CFS</td>
<td>31 acres within the 66 acre place of use</td>
</tr>
<tr>
<td>Stock</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Domestic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

For Snake River Basin Adjudication Claims: Please attach a Notice of Appearance completed by your attorney, if you wish IDWR to correspond with him/her for all matters related to your claims.

7. Signature(s) of New Owner(s) or Claimant(s) ____________________________
   (title if applicable)
   
   ____________________________
   (title if applicable)

IT IS IMPORTANT TO FILE THIS COMPLETED FORM AT THE APPROPRIATE IDWR OFFICE, WITH PAYMENT OF THE FILING FEE AND THE OWNERSHIP DOCUMENT(S), AS REFERRED TO IN LINE 2.

For IDWR Office Use Only:
Received by ____________________________ Date ________________ Receipt Amt. ____________________________
Receipted by ____________________________ Date ________________ Receipt No. ____________________________
Processed by AJ ____________________________ Date ________________ WR ____________________________ Date ________________

Notice of Change in Water Right Ownership - Form, Page 2 of 2
GRANT DEED FOR WATER RIGHTS

FOR VALUE RECEIVED, OLD CUTTERS, INC., an Idaho corporation ("Grantor"), whose address is P.O. Box 4944, Ketchum, Idaho 83340, does hereby grant, bargain, sell, convey and assign unto CITY OF HAILEY, IDAHO, a municipal corporation ("Grantee"), whose address is 115 S. Main St., Hailey, Idaho 83333, the following described portions of Water Right Nos. 37-21130, 37-21137 and 37-21139 (hereinafter these portions are referred to as the "Water Rights"): 0.19 cfs of Water Right No. 37-21130, 1.50 cfs of Water Right No. 37-21137 and 0.18 cfs of Water Right 37-21139, used for the irrigation of 31 acres within the 66 acre place of use for such water rights, pursuant to the partial decrees for such water rights issued January 21, 2009 in In Re SRBA, Twin Falls District Court Case No. 39576, copies of which are attached hereto as Exhibits A, B and C, respectively.

IN WITNESS WHEREOF, the Grantor has executed this Deed this 21st day of March, 2009.

OLD CUTTERS, INC.

By: [Signature]

John Campbell, President

STATE OF IDAHO

) ss.

County of Blaine

On this 23rd day of March, 2009, before me, a Notary Public for said County and State, personally appeared John Campbell, known or identified to me to be the president of Old Cutters, Inc., and the person who executed the foregoing instrument on behalf of said company and acknowledged to me he executed the same on behalf of said company.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

[Signature]

NOTARY PUBLIC FOR IDAHO
Residing at: [Address]
My commission expires: [Date]

GRANT DEED FOR WATER RIGHTS - 5 -
IN THE DISTRICT COURT OF THE FIFTH JUDICIAL DISTRICT OF THE
STATE OF IDAHO, IN AND FOR THE COUNTY OF TWIN FALLS

In Re SRBA

Case No. 38576

PARTIAL DECREE PURSUANT TO I.R.C.P. 54(b) FOR
Water Right 37-21130

OLD CUTTERS INC
PO BOX 4944
KETCHUM, ID 83340

SOURCE:
BIG HOOD RIVER TRIBUTARY; MALAD RIVER

QUANTITY:
0.41 CFS

PRIORITY DATE:
07/24/1881

POINT OF DIVERSION:
T20N R18E S20

SMNW Within Blaine County

PURPOSE AND
PERIOD OF USE:
PURPOSE OF USE
Irrigation

PERIOD OF USE
04-15 TO 10-31

QUANTITY
0.41 CFS

PLACE OF USE:
Irrigation

T20N R18E S63

SW 1/2 20.0

S64

NW 1/4 21.0

SE 22.0

66.0 Acres Total

Right Nos. 37-21130, 37-21137, and 37-21139 are limited to the
irrigation of a combined total of 66.0 acres in a single
irrigation season.

OTHER PROVISIONS NECESSARY FOR DEFINITION OR ADMINISTRATION OF THIS WATER RIGHT:

THIS PARTIAL DECREE IS SUBJECT TO SUCH GENERAL PROVISIONS
NECESSARY FOR THE DEFINITION OF THE RIGHTS OR FOR THE EFFICIENT
ADMINISTRATION OF THE WATER RIGHTS AS MAY BE ULTIMATELY
DETERMINED BY THE COURT AT A POINT IN TIME NO LATER THAN THE
ENTRY OF A FINAL UNIFIED DECREE. I.C. SECTION 42-1412(6).

RULE 54(b) CERTIFICATE

With respect to the issues determined by the above judgment or order, it is hereby CERTIFIED, in accordance
with Rule 54(b), I.R.C.P., that the court has determined that there is no just reason for delay of the entry of a
final judgment and that the court has and does hereby direct that the above judgment or order shall be a final
judgment upon which execution may issue and an appeal may be taken as provided by the Idaho Appellate Rules.

____________________________
John R. Melanson
Presiding Judge of the
Snake River Basin Adjudication

SRBA PARTIAL DECREE PURSUANT TO I.R.C.P. 54(b)
Water Right 37-21130 File Number: 01199

PAGE 1
Oct. 27-2008
IN THE DISTRICT COURT OF THE FIFTH JUDICIAL DISTRICT OF THE
STATE OF IDAHO, IN AND FOR THE COUNTY OF TWIN FALLS

In Re SRBA
Case No. 39574

PARTIAL DECEASE PURSUANT TO
I.R.C.P. 54(b) FOR
Water Right 37-21137

NAME AND ADDRESS: OLIO CUTTERS INC
PO BOX 4944
KETCHUM, ID 83340

SOURCE: BIG WOOD RIVER TRIBUTARY: KALAD RIVER

QUANTITY: 3.20 CFS

PRIORITY DATE: 03/24/1883

POINT OF DIVERSION:
T02N R18E S00
SWSW Within Blaine County

PURPOSE AND PERIOD OF USE:
PURPOSE OF USE
Irrigation
PERIOD OF USE
04-15 TO 10-31

QUANTITY
3.20 CFS

PLACE OF USE:
Irrigation
T02N R18E S00
SWSW 20.0
304
NWSW 21.0
SBSW 3.0

66.0 Acres Total

Right Nos. 37-21130, 37-21137, and 37-21139 are limited to the
irrigation of a combined total of 66.0 acres in a single
irrigation season.

OTHER PROVISIONS NECESSARY FOR DEFINITION OR ADMINISTRATION OF THIS WATER RIGHT:

THIS PARTIAL DECEASE IS SUBJECT TO SUCH GENERAL PROVISIONS
NECESSARY FOR THE DEFINITION OF THE RIGHTS OR FOR THE EFFICIENT
ADMINISTRATION OF THE WATER RIGHTS AS MAY BE ULTIMATELY
DETERMINED BY THE COURT AT A POINT IN TIME NO LATER THAN THE
ENTRY OF A FINAL UNIFIED DECEASE. I.C. SECTION 42-1412(6).

RULE 54(b) CERTIFICATE

With respect to the issues determined by the above judgment or order, it is hereby CERTIFIED, in accordance
with Rule 54(b), I.R.C.P., that the court has determined that there is no just reason for delay of the entry of a
final judgment and that the court has and does hereby direct that the above judgment or order shall be a final
judgment upon which execution may issue and an appeal may be taken as provided by the Idaho Appellate Rules.

John M. Melanson
Presiding Judge of the
Snake River Basin Adjudication

SRBA PARTIAL DECEASE PURSUANT TO I.R.C.P. 54(b)
Water Right 37-21137 File Number: 01398

PAGE 1
Oct-27-2008
IN THE DISTRICT COURT OF THE FIFTH JUDICIAL DISTRICT OF THE
STATE OF IDAHO, IN AND FOR THE COUNTY OF TWIN FALLS

In Re SRBA
Case No. 39576

PARTIAL DECREE PURSUANT TO
I.R.C.P. 54(b) FOR
Water Right 37-21139

NAME AND ADDRESS:
OLD CUTTINGS INC
PO BOX 4944
KETCHUM, ID 83340

SOURCE:
BIG WOOD RIVER TRIBUTARY: MALAD RIVER

QUANTITY:
0.39 CFS

PRIORITY DATE:
03/24/1883

POINT OF DIVERSION:
TO MN RISE 320 DOWN Within Blaine County

PURPOSE AND
PERIOD OF USE:
PURPOSE OF USE
Irrigation

PERIOD OF USE
04-15 TO 10-31

QUANTITY
0.39 CFS

PLACE OF USE:

Irrigation
TO MN RISE 320

Within Blaine County

SHW 20.0
SD4 23.0
SBE 22.0

66.0 Acres Total

Right Nos. 37-21136, 37-21137, and 37-21139 are limited to the
irrigation of a combined total of 66.0 acres in a single
irrigation season.

OTHER PROVISIONS NECESSARY FOR DEFINITION OR ADMINISTRATION OF THIS WATER RIGHT:

THIS PARTIAL DECREE IS SUBJECT TO SUCH GENERAL PROVISIONS
NECESSARY FOR THE DEFINITION OF THE RIGHTS OR FOR THE EFFICIENT
ADMINISTRATION OF THE WATER RIGHTS AS MAY BE ULTIMATELY
DETERMINED BY THE COURT AT A POINT IN TIME NO LATER THAN THE
ENTRY OF A FINAL UNIFIED DECREE. I.C. SECTION 42-1412(6).

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With respect to the issues determined by the above judgment or order, it is hereby CERTIFIED, in accordance
with Rule 54(b), I.R.C.P., that the court has determined that there is no just reason for delay of the entry of a
final judgment and that the court has and does hereby direct that the above judgment or order shall be a final
judgment upon which execution may issue and an appeal may be taken as provided by the Idaho Appellate Rules.

John W. Melanson
Presiding Judge of the
Snake River Basin Adjudication
PARTIAL RELEASE OF MORTGAGE

MOUNTAIN WEST BANK, as mortgagee under the Mortgage granted by OLD CUTTERS, INC., dated December 4, 2006, recorded on December 4, 2006 as Instrument No. 542205, records of Blaine County, Idaho, modified on October 10, 2008 by that Modification of Mortgage, recorded October 14, 2008 as Instrument No. 562232, records of Blaine County, Idaho, and modified again on November 10, 2008 by that Modification of Mortgage, recorded on November 10, 2008 as Instrument No. 562846, records of Blaine County Idaho (collectively the "Mortgage"), releases from the lien of the Mortgage the following described water rights:

0.19 cfs of Water Right No. 37-21130, 1.5 cfs of Water Right No. 37-21137 and 0.18 cfs of Water Right 37-21139, used for the irrigation of 31 acres within the 66 acre place of use for such water rights, pursuant to the partial decrees for such water rights issued January 21, 2009 in In Re SRBA, Twin Falls District Court Case No. 39576.

In all other respects, the Mortgage remains in full force and effect on the property that is not released.


MOUNTAIN WEST BANK

By: Dale Chaney

In: Vice President

STATE OF IDAHO )
County of Blaine ) ss.

KAREN E. MCNARY
NOTARY PUBLIC
STATE OF IDAHO

On this 19 day of MARCH, 2009, before me, KAREN E. MCNARY, a notary public in and for the State of Idaho, personally appeared DALE CHANEY, known or identified to me (or proved to me on the oath of _______), to be vice president and authorized agent for MOUNTAIN WEST BANK that executed the within and foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of MOUNTAIN WEST BANK, duly authorized by MOUNTAIN WEST BANK through its board of directors of otherwise, for the uses and purposes therein mentioned, and on oath stated that he or she is authorized to execute said instrument and in fact executed this said instrument on behalf of MOUNTAIN WEST BANK.

KAREN E. McFARLING
Notary Public for Idaho
Residing at: Hailey, ID
Commission expires: 12-31-10
AGENDA ITEM SUMMARY

DATE: 09/28/2009  DEPARTMENT: Clerk's office  DEPT. HEAD SIGNATURE: MHC

SUBJECT

Motion to approve final project costs on grant application close out by Hailey Historic Preservation Commission on Intensive Level Survey for the Rodeo Grounds and Nomination of the Rialto Hotel (presently named Hailey Hotel) to the National Register of Historic Places – FY 2008-2009

AUTHORITY: ☐ ID Code  ☐ IAR __________  ☐ City Ordinance/Code ______

BACKGROUND:

The Hailey Historic Preservation Commission worked 31 ¾ total hours on this grant with the Project Coordinator working 28 ¾ hours. Total cash matching for this grant close out is $5000.

*Initially the Federal funds were approved for less than $5,000 reimbursement. In June 2009, SHPO coordinator Ann Swanson made available an additional $1,000 to bring our matching funds back to the $5,000. The additional $1,000 paid for a professional photographer to document the Rodeo Grounds, working with the Historic Preservation Specialist Madeline Buckendorf on the Survey. Total Non-Federal share costs $1505.44 plus cash funds of $5,000

The City of Hailey is asking for a grant reimbursement amount of $5,000.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS

Budget Line Item # __________  YTD Line Item Balance $ __________

Hailey’s budget amendment will have sufficient funds appropriated in Legislature for the match.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

___ City Attorney  ___ Clerk / Finance Director  ___ Engineer  ___ Mayor
___ P & Z Commission  ___ Parks & Lands Board  ___ Public Works  ___ Other

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve close out application for 2008-2009 Historic Preservation Grant.

FOLLOW UP NOTES:

- 11 -
September 15, 2009

IDAHO STATE HISTORICAL SOCIETY
ATTN: ANN SWANSON
210 MAIN STREET
BOISE, ID 83702

RE: Invoice for grant agreement reimbursement

TAX ID: 82-6000201

Dear Ann:

Enclosed is documentation to support a billing for $5,000 to cover work done under the Memorandum of Agreement signed 7/15/2009 by Mayor Davis for an intensive level survey for the Hailey Rodeo Grounds and as identified in the approved Application preparation of a National Register nomination for Rialto Hotel (presently named Hailey Hotel) to the National Register of Historic Places (NRHP). Amendment to Memorandum of Agreement extends the termination date of the agreement to September 20, 2009 to allow for completion of products. I certify no other federal funds were used for either the match or actual expenditures incurred during the execution of this project.

Please send $5,000 to:

CITY OF HAILEY
115 MAIN STREET SOUTH
HAILEY, ID 83333

Sincerely,

[Signature]

Mary Cone
Hailey City Clerk

encs: time sheets
Receipts
contracts
## Final Project Costs Compared to Original Budget

**Rodeo Grounds Survey Form and Rialto Hotel Nomination – FY 2008/2009**  
**Hailey, Idaho**

<table>
<thead>
<tr>
<th></th>
<th>Budgeted Federal Funds</th>
<th>Budgeted Matching Funds</th>
<th>Actual Project Cost</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SURVEY</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Consultant Fixed Fee Contract</td>
<td><em>$5,000</em></td>
<td>$3,600</td>
<td>$5,000</td>
<td>Madeline Buckendorf</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>*Add Kendall Nelson</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Photographer for $1000</td>
</tr>
<tr>
<td><strong>ADMINISTRATION &amp; VOLUNTEER SUPPORT</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commission Member/Volunteer Research</td>
<td>$0</td>
<td>*$350</td>
<td>*$642.94</td>
<td>7 members @ 10.5 hrs.</td>
</tr>
<tr>
<td>Thirty-one and 3/4 hours @ $20/hour</td>
<td></td>
<td></td>
<td></td>
<td>5 members @ 5.0 hrs.</td>
</tr>
<tr>
<td>*increased hourly from $10 to $20.25 per <a href="http://www.independentsector.org/programs/research/volunteer_time.html">www.independentsector.org/programs/research/volunteer_time.html</a></td>
<td></td>
<td>35 hrs at $10/hour</td>
<td>HHPC chair @ 16.25 hrs.</td>
<td></td>
</tr>
<tr>
<td>Project Coordinator</td>
<td>$0</td>
<td>$720</td>
<td>$862.50</td>
<td>28.75 hrs. @ $30/hr.</td>
</tr>
<tr>
<td>Twenty-eight and 3/4 hours @ $30/hour</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$5,000</td>
<td>$4,670</td>
<td>$6,505.44</td>
<td></td>
</tr>
</tbody>
</table>

### Non-Federal Share

**Donor:** Hailey Historic Preservation Commission & Volunteers  
**Source:** Labor  
**Kind:** In-Kind  
**Budgeted Amount:** $1,070  
**Actual Amount:** $1,505.44  
*NOTE: The Amendment to Memorandum of Agreement increased from $4000 to $5000 in July 2009. We are seeking $5000 reimbursement.*

**Donor:** City of Hailey  
**Source:** Discretionary Fund  
**Kind:** Cash  
**Budgeted Amount:** $2,000  
**Actual Amount:** $5,000  

**Total Non-Federal Share:** $5,000
DONATED LABOR TIME SHEET

City of Hailey 2008/2009 CLG Grant

Project Name

Mary Cone, Hailey City Clerk

Name of Employee

Hourly rate based on $30/hour

Project Coordinator

Type of Work Performed

A person donating time to a project will be paid at minimum wage unless professionally skilled in the work being performed on the project (photographer taking pictures or data entry done by skilled person). When this is the case, the wage rate the individual is normally paid for performing the service may be charged to the project.

<table>
<thead>
<tr>
<th>Date</th>
<th>Description of Work</th>
<th>Number of Hours X Rate =</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 02, 2009</td>
<td>Prepare Memorandum of Agreement for council packet</td>
<td>1.5 hrs.</td>
</tr>
<tr>
<td>March 04, 2009</td>
<td>Prepare Memorandum of Agreement for council packet, summarize project costs and create Agenda Item Summary for the cover sheet to this item in packet.</td>
<td>2.0 hrs.</td>
</tr>
<tr>
<td>March 06, 2009</td>
<td>Follow up with Madeline Buckendorf to confirm she will begin working on project.</td>
<td>.5 hrs.</td>
</tr>
<tr>
<td>March 12, 2009</td>
<td>Request by Ann to not spend/ask for the full $4000. Email correspondence with Ann regarding project status and reduced amount to spend. Check in with Madeline B. on her status.</td>
<td></td>
</tr>
<tr>
<td>March 27, 2009</td>
<td>Prepare invoice for payment to Madeline Buckendorf for National Register Nomination for the Rialto Hotel</td>
<td>.25 hrs.</td>
</tr>
<tr>
<td>March 30, 2009</td>
<td>Mail payment to Madeline Buckendorf for National Register Nomination for the Rialto Hotel</td>
<td>.25 hrs.</td>
</tr>
<tr>
<td>June 4, 2009</td>
<td>Email communications with Madeline Buckendorf and Rob Lonning re: Madeline’s visit to town</td>
<td>.25 hrs.</td>
</tr>
<tr>
<td>June 22, 2009</td>
<td>Communications with Madeline Buckendorf and Rob Lonning re: Madeline’s visit to town. Calls to Sawtooth Rangers Riding club re: Madeline’s visit</td>
<td>2.00 hrs.</td>
</tr>
<tr>
<td>June 24, 2009</td>
<td>Communications with Ann Swanson &amp; Rob Lonning re: more grant money available to pay for professional photographer for Rodeo Grounds</td>
<td>1.25 hrs.</td>
</tr>
<tr>
<td>June 25, 2009</td>
<td>Communications with Ann Swanson &amp; Rob Lonning re: more grant money available to pay for professional photographer for Rodeo Grounds</td>
<td>.25 hrs.</td>
</tr>
<tr>
<td>June 26, 2009</td>
<td>Communications with Madeline Buckendorf and Rob Lonning re: Madeline’s visit to town. Calls to Sawtooth Rangers Riding club re: Madeline’s visit</td>
<td>.25 hrs.</td>
</tr>
<tr>
<td>June 29, 2009</td>
<td>Communications with Madeline Buckendorf and Rob Lonning re: Madeline’s visit to town. Communications with Kendall Nelson professional photographer</td>
<td>.50 hrs.</td>
</tr>
<tr>
<td>Date</td>
<td>Task Description</td>
<td>Hours</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------------------------------------------------------------------------</td>
<td>-------</td>
</tr>
<tr>
<td>June 30, 2009</td>
<td>Communications with Madeline Buckendorf re: documentation</td>
<td>.25 hrs.</td>
</tr>
<tr>
<td>July 1, 2009</td>
<td>Check with City Attorney on changes to SHPO agreement</td>
<td>.75 hrs.</td>
</tr>
<tr>
<td>July 2, 2009</td>
<td>Communication with Ann Swanson and Rob Lonning re: change to agreement are okay</td>
<td>.25 hrs.</td>
</tr>
<tr>
<td>July 8, 2009</td>
<td>Communication with Rob Lonning re: additional grant money for photographer and general progress with application</td>
<td>.50 hrs.</td>
</tr>
<tr>
<td>July 9, 2009</td>
<td>Communication with Rob Lonning re: additional grant money for photographer and general progress with application</td>
<td>.75 hrs.</td>
</tr>
<tr>
<td>July 10, 2009</td>
<td>Prepare revised contract for council meeting/approval</td>
<td>1.75 hrs.</td>
</tr>
<tr>
<td>July 13, 2009</td>
<td>Have mayor sign documents, prepare originals for mailing, make copies for our records. Communicate with Rob Lonning re: progress of project</td>
<td>2.50 hrs.</td>
</tr>
<tr>
<td>August 12, 2009</td>
<td>Communicate with Ann Swanson, Kendall Nelson, Rob Lonning re: Kendall’s role in project — photographs &amp; contract</td>
<td>.50 hrs.</td>
</tr>
<tr>
<td>August 13, 2009</td>
<td>Communicate with Ann Swanson, Kendall Nelson re: Kendall’s role in project — photographs &amp; contract</td>
<td>.50 hrs.</td>
</tr>
<tr>
<td>August 14, 2009</td>
<td>Communicate with Ann Swanson, Kendall Nelson re: Kendall’s role in project — photographs &amp; contract</td>
<td>1.50 hrs.</td>
</tr>
<tr>
<td>August 17, 2009</td>
<td>Communicate with Ann Swanson, Kendall Nelson re: Kendall’s role in project — photographs &amp; contract</td>
<td>.50 hrs.</td>
</tr>
<tr>
<td>August 18, 2009</td>
<td>Communicate with Ann Swanson, Kendall Nelson re: Kendall’s role in project — photographs &amp; contract</td>
<td>1.50 hrs.</td>
</tr>
<tr>
<td>September 14, 2009</td>
<td>2008/2009 CLG grant close-out — gathering supporting documents, calculating final project costs</td>
<td>3.50 hrs.</td>
</tr>
</tbody>
</table>

**Value of Donation:** 28.75 hrs.

I certify that the work donated towards the completion of this project was not used as match for any other project and was completed during the grant period.

Signature of Employee

Date: 9/15/09
A person donating time to a project will be paid at minimum wage unless professionally skilled in the work being performed on the project (photographer taking pictures or data entry done by skilled person). When this is the case, the wage rate the individual is normally paid for performing the service may be charged to the project.

<table>
<thead>
<tr>
<th>Date</th>
<th>Description of Work</th>
<th>Number of Hours</th>
<th>Rate =</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>historical survey</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November 2008</td>
<td>Discussions with SHPO, project re: CLG grant</td>
<td>1 hrs.</td>
<td></td>
</tr>
<tr>
<td>December 2008</td>
<td>Discussions with SHPO re: CLG grant</td>
<td>1 hrs.</td>
<td></td>
</tr>
<tr>
<td>January 2009</td>
<td>Discussion with consultant for documenting 2008/2009 CLG grant and estimate for</td>
<td>1.5 hrs.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>services. Communication with Project Coordinator re: consultant</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>approved.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 2009</td>
<td>Discussions with SHPO and Project Coordinator regarding additional grant funds</td>
<td>1.5 hrs.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>opportunity on 2008/2009 grant funding (accepting $1000 additional funds from CLG</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>to pay for photographer.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>July 2009</td>
<td>Discussions and meetings with Project Coordinator regarding 2008/2009 CLG grant</td>
<td>1.25 hrs</td>
<td></td>
</tr>
<tr>
<td>August 2009</td>
<td>Discussion with SHPO and Project Coordinator re: CLG grant, professional</td>
<td>1.50 hrs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>photographer documenting the Rodeo Grounds.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September 14, 2009</td>
<td>2008/2009 CLG grant close-out discussions with Project Coordinator</td>
<td>2 hrs.</td>
<td></td>
</tr>
<tr>
<td>September 15, 2009</td>
<td>2008/2009 CLG grant close-out meeting and discussions with Project Coordinator</td>
<td>3.5 hrs.</td>
<td></td>
</tr>
</tbody>
</table>

Value of Donation: 16.25 hours

I certify that the work donated towards the completion of this project was not used as match for any other project and was completed during the grant period.

Signature of Volunteer

Date

Signature of Supervisor

Date
DONATED LABOR TIME SHEET

City of Hailey 2008/2009 CLG Grant

Project Name

Hailey Historic Preservation Commission

Planning and Discussion

Name of Volunteer

Type of Work Performed

Hourly rate based on $20/hour

A person donating time to a project will be paid at minimum wage unless professionally skilled in the work being performed on the project (photographer taking pictures or data entry done by skilled person). When this is the case, the wage rate the individual is normally paid for performing the service may be charged to the project.

<table>
<thead>
<tr>
<th>Date</th>
<th>Description of Work</th>
<th>Number of Hours X Rate =</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/27/2009</td>
<td>5 HPC members for ¼ hr. Discussion on consultant for documenting 2008/2009 CLG grant and estimate for services. HHPC committee agreed to nominate Madeline Buckendorf as consultant for documentation of grant, recommendation to go to council.</td>
<td>2.5 hrs.</td>
</tr>
<tr>
<td>6/30/2009</td>
<td>7 HPC members for ¼ hr. Discussion on 2008/2009 grant funding</td>
<td>3.5 hrs.</td>
</tr>
<tr>
<td>7/28/2009</td>
<td>5 HPC members for ¼ hr. Discussion and meetings regarding 2008/2009 CLG grant</td>
<td>2.5 hrs.</td>
</tr>
<tr>
<td>8/25/2009</td>
<td>Discussion of 2009 CLG 7 HPC members for ¼ hr.</td>
<td>3.5 hrs.</td>
</tr>
</tbody>
</table>

Value of Donation: 15.5 hours

I certify that the work donated towards the completion of this project was not used as match for any other project and was completed during the grant period.

Signature of Volunteer

Date

Signature of Supervisor

Date
INVOICE H-09-01

TO: City of Hailey
FR: Madeline Buckendorf Consulting
RE: National Register Nomination of the Rialto Hotel
DA: March 27, 2009

The City of Hailey owes Madeline Buckendorf Consulting, LLC $1,100 for professional services rendered for the Hailey Historic Preservation Commission (HHPC). These services were outlined in Buckendorf's proposal submitted to the HHPC in January of 2009, and approved by the Hailey City Council on February 23, 2009.

This invoice covers the following services and costs outlined in the Scope of Work:

1) Completion of a National Register of Historic Places (NRHP) nomination of the former Rialto Hotel (presently the Hailey Hotel) at 201 Main Street, including all attachments and photographs. The completed nomination was electronically mailed to Rob Lonning of the HHPC; the original nomination and photographs were delivered to the Idaho SHPO.

Madeline Buckendorf promises to make any corrections or additions to the National Register Nomination, if requested by Tricia Canaday of the Idaho SHPO, up to one year from the date of this invoice.

Total Costs owed to Madeline Buckendorf Consulting, LLC: $1,100.

Signed: Madeline Buckendorf
Madeline Buckendorf
SS#: 519-66-5819

Date: March 27, 2009
TO: The City of Hailey  
FR: Madeline Buckendorf Consulting, LLC  
RE: Intensive Survey for Hailey Historic Preservation Commission  
DA: August 28, 2009

The City of Hailey owes Madeline Buckendorf Consulting, LLC, $2,500 for professional services rendered for the Hailey Historic Preservation Commission (HHPC). These services were outlined in Buckendorf's "Proposed Scope of Work" submitted to the HHPC in January 2009.

This invoice covers the following:
Preparation and completion of an intensive-level survey and historic documentation of Hailey Rodeo Grounds, 791 S. Main Street.

End Products:
- One digital copy and two paper copies of the Intensive Level Survey form (one for the SHPO, Hailey HPC)
- One labeled sets of archival quality (Digital TIFF, black and white) photographs, three CDs of digital images (both black-and-white and color), and photo logs;
- Two copies of a USGS map with the properties marked on it and site sketch maps (not to scale);
- Copies of two historic newspaper articles, and excerpts from others.

NOTE: One hard copy and one CD of the IHSI site form and all related attachments will be hand-delivered to Ann Swanson of the Idaho SHPO on August 31, 2009. She will also receive three CD's of digital images (black and white and color) of the Hailey Rodeo Grounds.

Costs:
The total budget for both the preparation of the intensive-level survey includes the following items: research, writing, mileage, lodging, per diem, photocopies, maps, discs, and other indirect costs such as equipment use, liability insurance, telephone, and supplies. Total Cost for Intensive-level Survey form: $2,500.

Signed: Madeline Buckendorf  
SS#: 519-66-5819  
Date: 8/28/09
This invoice covers the following:
Preparation and completion of an intensive-level survey and historic documentation of Hailey Rodeo Grounds, 791 S. Main Street.

End Products:
- One digital copy and two paper copies of the Intensive Level Survey form (one for the SHPO, Hailey HPC
- One labeled sets of archival quality (Digital TIFF, black and white) photographs, three CDs of digital images (both black-and-white and color), and photo logs;
- Two copies of a USGS map with the properties marked on it and site sketch maps (not to scale);
- Copies of two historic newspaper articles, and excerpts from others.

NOTE: One hard copy and one CD of the IHSI site form and all related attachments will be hand-delivered to Ann Swanson of the Idaho SHPO on August 31, 2009. She will also receive three CD's of digital images (black and white and color) of the Hailey Rodeo Grounds.

Costs:
The total budget for both the preparation of the intensive-level survey includes the following items: research, writing, mileage, lodging, per diem, photocopies, maps, discs, and other indirect costs such as equipment use, liability insurance, telephone, and supplies. Total Cost for Intensive-level Survey form: $2,500.

Signed: Madeline Buckendorf
Madeline Buckendorf
SS#: 519-66-5819

Date: 9/28/09

GL Number
100-10-41549
August 17, 2009

City of Hailey
C/O Mary Cone

INVOICE

Photography of Rodeo Grounds
(10 views, 20 BL & WH prints, 2 disks w/jpegs)

$1000

Total due $1000

Thank you,

Kendall Nelson
SS # 150-52-1175

100-10-41549

MHC
<table>
<thead>
<tr>
<th>CITY OF HALEY</th>
<th>NELSON, KENDALL</th>
<th>INV DATE</th>
<th>DESCRIPTION</th>
<th>INV AMOUNT</th>
<th>GL Number</th>
<th>Check No: 22208</th>
</tr>
</thead>
<tbody>
<tr>
<td>090109 1</td>
<td>9/01/2009</td>
<td>PHOTOGRAPHY OF RODEO GROUNDS</td>
<td>1,000.00</td>
<td>100-10-41549</td>
<td></td>
<td>22208</td>
</tr>
<tr>
<td>TOTAL AMOUNT</td>
<td></td>
<td></td>
<td></td>
<td>1,000.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2009 Meeting Schedule

January
Tuesday, 27th @ 8:30 p.m.

February
Tuesday, 24th @ 8:30 p.m.

March
Tuesday, 31st @ 8:30 p.m.

April
Tuesday, 28th @ 8:30 p.m.

May
Tuesday, 25th @ 8:30 p.m.

June
Tuesday, 22nd @ 8:30 p.m.

July
Tuesday, 29th @ 8:30 p.m.

August
Tuesday, 26th @ 8:30 p.m.

September
Tuesday, 23rd @ 8:30 p.m.

October
Tuesday, 30th @ 8:30 p.m.

November
Tuesday, 27th @ 8:30 p.m.

December
Tuesday, 24th @ 8:30 p.m.

2009 Agendas
Hi Mary,

I read the contract and agree to all of it's contents. As for recording the info, I'm happy to supply the photo info either way. Perhaps you want a word document log so that the ink doesn't appear threw the back of the images. I could write a number on the back of each print and have the log correspond.

Please let me know what you decide.

Thanks for all of your help.

-Kendall

On Aug 14, 2009, at 10:41 AM, Mary Cone wrote:

Kendall,

I've attached the contract that Ann Swanson drafted and added a simple title and signature lines. Please let me know about item d) on the contract. I'll update the contract, print it and have it ready for you to sign when you drop off the pictures (if that is okay with you!).

The council has already approved the contract, so I will have the Mayor sign it in the next week or so.

If you have any questions or concerns, please let me know.

Thanks!

Mary Cone
788-4221 x 11
<Hailey amended project contract with photographer CLG 2009 grant.doc>
Contract with the City of Hailey and Photographer Kendall Nelson

Amended project description for Hailey under the FY09 CLG grant
June 26, 2009

Photography of Rodeo Grounds

Under the initial grant between the City of Hailey and the Idaho State Historical Society, an historian, Madeline Buckendorf, was hired to record the Hailey Rodeo grounds at the intensive level. Changes are planned for the rodeo grounds that are not yet solidified. To help record the sites as it stands today, the City will hire a professional photographer to work with Madeline to produce a series of photos that will record the property. These photos will be submitted with the site form in addition to photos taken by Madeline Buckendorf.

Budget:

$1,000 in federal funds will be used to pay the professional photographer as a fixed-fee. No other funds are available to satisfy this contract. The city will pay the photographer and will be reimbursed by the Idaho State Historical Society.

Ownership of Copyright:

This project will be a work made for hire. The copyright of the photos will belong to the Idaho State Historical Society. The images will be added to the Idaho Historic Sites Inventory and used under the rules of the Idaho State Historical Society.

As a partner in this project, the city of Hailey may use the images freely and without permission or restriction of the Idaho State Historical Society after the end of the grant, October 1, 2009.

This agreement will also be subject to a royalty-free, nonexclusive, and irrevocable license to the Federal Government to reproduce, publish, or otherwise, use and to authorize others to use, the work for Government purposes.

Every effort will be made to acknowledge the photographer when images are used.

Product:

a. A minimum of 10 views will be taken. More will be accepted if presented by the photographer.
b. The photographer will consult with Madeline Buckendorf to establish required views. If Madeline prescribes less than 10 views, the remainder of views will be at the discretion of the Historic Preservation Commission.
c. Two 5 X 7 hard copies of the 10 views will be printed and submitted along with digital copies on two discs (for Hailey and the Idaho State Historical Society). Digital images will be in .jpg format.

d. Each view will be identified on the back with name of property, date photo taken, name of photographer, description of view indicating direction of camera

Timetable:

Project will begin July 15, 2009.
All products will be delivered to the City of Hailey by August 31, 2009.

Signatures:

Kendall Nelson, Photographer  
Date  

Rick Davis, Mayor  
Date
Excellent. Let me prepare an amendment and get it to you ASAP. Thanks. Ann

I am completely fine with the extension!

Dear Mary:

I just had a chat with Madeline Buckendorf. She is asking you for an extension to submit the documentation for the rodeo grounds as well as extending the date to submit the photos. Originally, your contact with her has a termination date of August 15, 2009. She is asking for an extension to the end of the month.

We recommend that she and Kendall be given the extra time. This whole year had such a terrible start with Congress passing the budget in a delinquent manner. Everything got a late start. I think it would behoove us all to give them two extra weeks and get the best product they can produce.

Our contract with the City calls for a billing from you on August 31, 2009. We would be happy to amend that deadline to September 15 giving you a couple more weeks to prepare the billing to send to us. We want to keep our consultants happy since we have so few in Idaho. They do a great job for us all documenting our history. Considering this might be the best record we have of a property at this point in time, we think this is OK.

The final approval is with you. Hailey is contracting with the consultants. If you are comfortable with this plan, let them know so they can adjust their schedules. Also, let me know so I can prepare an extension for our contract.

If you have any questions, just let me know.

Ann Swanson
Grants Operations Analyst
IDAHO STATE HISTORICAL SOCIETY
210 Main St., Boise, ID 83702
208.334.3861 ex. 104
fax: 208.334.2775
ann.swanson@ishs.idaho.gov

The Idaho State Historical Society is an extraordinary system of cultural and historic resources comprised of the Idaho State Historical Museum, Public Archives and Research Library, State Historic Preservation Office, and Historic Sites Program. We seek to inspire, enrich and engage all Idahoans by leading the state in preserving and sharing our dynamic cultural heritage.
AGENDA ITEM SUMMARY

DATE: 02/23/2009  DEPARTMENT: Clerk's office  DEPT. HEAD SIGNATURE: MC

SUBJECT

Motion to authorize the Hailey Historic Preservation Commission (HHPC) to hire consultant for the Hailey Rodeo Grounds Survey and nomination of Hailey Hotel (aka Hotel Rialto) – FY 2008-2009

AUTHORITY: □ ID Code  □ IAR □ City Ordinance/Code

BACKGROUND:

The HHPC approved hiring Madeline Buckendorf at their January 27, 2009 meeting. This item did not warrant an RFP process due to the previous work this consultant performed for the FY 2007-2008 CLG grant.

The below was previously approved by council on 10/6/08:

The Hailey Historic Preservation Commission proposes to work a total of 34 hours on this grant with the Project Coordinator working an expected 24 hours. Total cash matching for this grant is $2,000. The original matching is 50% of Federal Grant Funds. The application is requesting a federal funding of $4,000.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS

Budget Line Item # YTD Line Item Balance $_____

Hailey's budget amendment will have sufficient funds appropriated in Legislature for the match.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

City Attorney  Clerk / Finance Director  Engineer
P & Z Commission  Parks & Lands Board  Public Works
Mayor  Other

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Authorize the HHPC to proceed with hiring consultant for historical nomination on Rialto Hotel and historical survey of the Rodeo Grounds.

FOLLOW UP NOTES:

2/23 - Council approved
2/25 - sent email to Bob & Madeline okay to move fwd.
Mary Cone

From: Robert Lonning [ralonning@mac.com]
Sent: Thursday, February 12, 2009 6:50 AM
To: Mary Cone
Cc: Madeline Buckendorf
Subject: RE: Rialto Hotel & Hailey Rodeo Grounds SOW, cost estimate

Mary,
The HHPC approved hiring Madeline at our January 27 meeting. Let's proceed.

Thanks,
Rob

On Wednesday, February 11, 2009, at 04:11PM, "Mary Cone" <mary.cone@haileycityhall.org> wrote:
> We sure will. As soon as the HHPC approves, I can put it in front of
> the council for their approval. It looks like it could be March 9th
> for the council meeting as the HHPC meets at the end of this month.
>
> -----Original Message-----
> From: Madeline Buckendorf [mailto:madelineb@cableone.net]
> Sent: Wednesday, February 11, 2009 4:29 PM
> To: Mary Cone
> Subject: Re: Rialto Hotel & Hailey Rodeo Grounds SOW, cost estimate
> Could you let me know if the HHPC has the funds to let me do the Rialto
> Hotel job soon? I would like to get that done before it get busy for
> me this summer.
>
> Thank you,
>
> Madeline Buckendorf
>
>
> On Feb 11, 2009, at 3:49 PM, Mary Cone wrote:
> 
> >> Will do, thank you!
> >>
> >> -----Original Message-----
> >> From: Madeline Buckendorf [mailto:madelineb@cableone.net]
> >> Sent: Friday, January 23, 2009 3:54 PM
> >> To: Mary Cone
> >> Cc: Rob Lonning
> >> Subject: Rialto Hotel & Hailey Rodeo Grounds SOW, cost estimate
> >>
> >> Dear Mary,
> >>
> >> Attached is my revised Scope of Work and cost estimate for doing the
> >> nomination of the Rialto Hotel and Hailey Rodeo Grounds. If there is
> >> enough money, we could make an agreement concerning the Rialto Hotel
> >> nomination and I could do that work right away. We could wait and
> >> see what happens with SHPO monies and do the rodeo grounds in May/
> >> June. Let me know what the HHPC wishes to do.
> >>
> >> Sincerely,
>
> >> Madeline Buckendorf
Mary Cone

From: Madeline Buckendorf [madelineb@cableone.net]
Sent: Friday, January 23, 2009 3:54 PM
To: Mary Cone
Cc: Rob Lonning
Subject: Rialto Hotel & Hailey Rodeo Grounds SOW, cost estimate
Attachments: MB Hailey Prop 09.doc

Dear Mary,

Attached is my revised Scope of Work and cost estimate for doing the nomination of the Rialto Hotel and Hailey Rodeo Grounds. If there is enough money, we could make an agreement concerning the Rialto Hotel nomination and I could do that work right away. We could wait and see what happens with SHPO monies and do the rodeo grounds in May/June. Let me know what the HHPC wishes to do.

Sincerely,

Madeline Buckendorf
PROPOSAL, SCOPE OF WORK, AND BUDGET
FOR
HAILEY HISTORIC PRESERVATION COMMISSION

By Madeline Buckendorf Consulting, LLC
JANUARY 2009

Introduction
The following document is a formal proposal by Madeline Buckendorf Consulting, LLC, to conduct two projects:

(1) Prepare and complete a nomination to the National Register of Historic Places (NRHP) of the Rialto (Hailey) Hotel, 201 S. Main Street; and

(2) Prepare and complete an intensive-level site survey and photo documentation of the Hailey Rodeo Grounds. This work will be conducted for the Hailey Historic Preservation Commission (HPC).

Professional Qualifications
Madeline Buckendorf has worked for over 25 years in the fields of historical research and historic preservation. She holds an M.A. in Public History and is certified as a Historic Preservation Specialist under 36 CFR 81, Appendix A, of the Code of Federal Regulations.

Madeline Buckendorf has successfully completed over 16 Nominations to the National Register of Historic Places (NRHP). These nominations included The Eben S. Chase House in Hailey, the former Mountain States Telephone and Telegraph Company building in Meridian, Caldwell’s Steunenberg Residential Historic District, and the James Baker House in Cottonwood. Buckendorf has nominated or determined as NRHP-Eligible a wide variety of structures and buildings in Idaho and Oregon, including mining sites, barns and entire farmsteads, water towers, highway culverts and historic ruins of a grain elevator in the American Falls Reservoir.

Her clients include the Army Corps of Engineers, BLM, USDA National Forest, Bureau of Reclamation, several city and county historic preservation commissions, engineering firms, and environmental planners in Blaine and Ada counties.

Scope of Work and Deadlines

1) The nomination to the NRHP of the Rialto Hotel, 201 Main Street—Buckendorf will reformat the information gathered during her intensive-level survey of the property into the required Nomination Form, and hard and digital copies made of the form and its attachments. The Statement of Significance will need to be annotated with end notes, citing all primary and secondary historical sources used in the development of the statement. A bibliography of all sources examined will also need to be developed, along with a site sketch map with photo points (the number and direction each photo was taken). All information, maps, and photographs will be combined into the final National Register form and attachments. The form will be ready for review by the HHPC and submission to the Idaho SHPO by

2) Intensive-level historic sites survey of the Hailey Rodeo Grounds—Buckendorf will conduct survey and complete an Idaho Historic Sites Inventory form at the intensive level; all features and their elevations will be photographed and measurements taken. A site sketch map will also be developed. Historic research on the property will be done in order to determine the
Proposal, Madeline Buckendorf to City of Hailey, January 2009, p. 2:

approximate ages of each feature and if/when alterations have been made to them. Historic research will also provide context for evaluating the property’s historic significance and possible eligibility to the NRHP. The form will be ready for review by the HHPC and submission to the Idaho SHPO by August 15, 2009.

Once the award is granted, the following is an estimated timetable for completing the intensive-level survey and nomination:

? 2009—a draft of the Rialto Hotel NRHP nomination will be developed and submitted to SHPO;

? 2009—final revisions to the nomination and preparation of all attachments will be completed.

? 2009—Intensive-level survey, photography, and research will begin on the Hailey Rodeo Grounds;

August 2009—A draft of the intensive-level survey will be submitted to SHPO. A final form plus all attachments will be completed immediately after comments are received from SHPO.

Project End Products

The end products will include:

For the National Register Nomination of the Rialto Hotel:

- One digital copy and two paper copies of the completed nomination in a format acceptable to the Idaho SHPO;
- Three labeled sets of archival quality (35-mm, black and white) 5" x 7" photographs, one set of negatives, one set of digital images, and photo logs;
- One original plus two copies of a USGS map with the property marked on it and a site sketch map with photo points;

For the Intensive-level survey of the Hailey Rodeo Grounds:

- Three copies of the Intensive Level Survey site form, and one original set plus two copies of all site sketch maps, USGS map, and photographs (one each for the SHPO, Hailey HPC and the property owner) of the Hailey Rodeo Grounds. SHPO will receive both a hard copy and an electronic copy.

Budget

The budget for both the preparation of the intensive-level survey and the National Register Nomination includes costs for the following items: research, writing, mileage, lodging, per diem, photographs and archival processing, photocopies, maps, discs, and other indirect costs such as liability insurance, telephone, and supplies.

Cost for the National Register Nomination of the Rialto Hotel: $1,100.00
Cost for the Intensive-level Survey of the Hailey Rodeo Grounds: 2,500.00

Total Cost for both NRHP Nomination and Intensive-level Survey: $3,600.00
AGENDA ITEM SUMMARY

DATE: 9/28/2009  DEPARTMENT: Clerk's office  DEPT. HEAD SIGNATURE: MHC

SUBJECT

Motion to authorize the Mayor to sign grant application by Hailey Historic Preservation Commission (HHPC) for two intensive level surveys 1) Harris Apartments 302-310 S. Main and 2) J.J. Tracy Building 111 S. Main – FY 2009-2010

The HHPC is currently seeking approval of these two properties to move forward with the Intensive Level Surveys. If approval is not granted, the application will be amended to reflect the actual property we will seek the survey.

AUTHORITY: □ ID Code  □ IAR _________  □ City Ordinance/Code ______

BACKGROUND:

The Hailey Historic Preservation Commission proposes to work a total of 25 hours on this grant with the Project Coordinator working an expected 28 hours. Total cash matching for this grant is $5,000. The original matching is dollar for dollar of Federal Grant Funds. The application is requesting federal funding of $5,000.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS

Budget Line Item # ____________  YTD Line Item Balance $ ____________

Hailey’s budget amendment will have sufficient funds appropriated in Legislature for the match.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:

□ City Attorney  □ Clerk / Finance Director  □ Engineer  □ Mayor
□ P & Z Commission  □ Parks & Lands Board  □ Public Works  □ Other

HHPC Chair

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Propose to approve the 2008-2009 grant application and authorize the Mayor to sign.

FOLLOW UP NOTES:
Since the deadline for submitting our CLG grant proposal for 2010 is Sept. 30, I'm asking for help in securing permission from the following property owners to begin the process of determining the eligibility of their buildings for the National Register:

J. J. Tracy Building (present Barkin' Basement). This building shows up on the earliest Mallory photographs, basically unchanged from its present form. At an earlier HHPC meeting, we voted to pursue National Register status for this building.

Harris Apartments (302-310 S. Main) It appears that the apartments are being renovated and are not being torn down. Tricia Canaday, the architectural historian at the State Historical Preservation Office in Boise, was quite excited about those buildings when she visited Hailey a few years ago. I think it would be great for the HHPC/City of Hailey to recognize the efforts of the Harris family in saving those buildings.

I've attached a file that lists the information we have about those properties (as well as the others deemed to be potentially eligible based on the historic surveys done by Claudia Walsworth and TAG). What I'd like help with is for anyone to track down, make contact with, and secure a verbal "go ahead" from the owners of those two properties. It must be done in the next two weeks so we can proceed with the CLG proposal.

Mary, I would suggest that you proceed with writing up the proposal, based on what we've done in the past, and request funds for two "intensive level surveys" of the J. J. Tracy Building and the Harris Apartments. Once we secure permission to proceed from the owners, we'll have time to submit our proposal by Sept. 30.

I'll be out of town until Sept. 3 but will have access to my email. Please get back to me if you would be able to take on this assignment. You can respond to the whole list so we can perhaps form teams and split up the work. When I return I'll try to schedule a short meeting (at my house) where we can see where we are in the process.

If anyone has any suggestions on how to improve any of the above, please let me know.

Thanks,

Rob
2009/2010 BUDGET

Develop Intensive Level Survey
for J.J. Tracy Building
and Harris Apartments
Hailey, Idaho

<table>
<thead>
<tr>
<th>NOMINATION MATERIALS</th>
<th>FEDERAL</th>
<th>MATCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultant Fixed Fee Contract</td>
<td>$5,000</td>
<td>$5,000</td>
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</table>

<table>
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<th>ADMINISTRATION &amp; VOLUNTEER SUPPORT</th>
<th>FEDERAL</th>
<th>MATCH</th>
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</thead>
<tbody>
<tr>
<td>Five Commission Members</td>
<td>$0</td>
<td>$506.25</td>
</tr>
<tr>
<td>Five one-hour meetings @ $20.25/hour</td>
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<td></td>
</tr>
<tr>
<td>Project Coordinator</td>
<td>$0</td>
<td>$840.00</td>
</tr>
<tr>
<td>Twenty-eight hours @ $30/hour</td>
<td></td>
<td></td>
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</table>

**TOTAL**

<table>
<thead>
<tr>
<th>FEDERAL</th>
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</tr>
</thead>
<tbody>
<tr>
<td>$5,000.00</td>
<td>$6,346.25</td>
</tr>
</tbody>
</table>

**Non-Federal Share**

**Donor:** Hailey Historic Preservation Commission  
**Source:** Labor  
**Kind:** In-Kind  
**Amount:** $506.25

**Donor:** City of Hailey Project Coordinator  
**Source:** Labor  
**Kind:** Direct Expense  
**Amount:** $840.00

**Donor:** City of Hailey  
**Source:** Discretionary Fund  
**Kind:** Cash  
**Amount:** $5,000.00

**Total:** $6,346.25

__________________________   ___________________________
Mayor Rick Davis             Date

__________________________   ___________________________
September 28, 2009           Date
PROJECT DESCRIPTION

Develop Intensive Level Survey for
J.J. Tracy Building and Harris Apartments
Hailey, Idaho

A. Project Description:

The Hailey Historic Preservation Commission is seeking the services of a qualified historian or architectural historian to prepare an Intensive Level Survey of the J.J. Tracy Building and Harris Apartments both located on Main St. in Hailey, ID. These properties have previously been noted as potentially eligible properties for the National Register of Historic Places (NRHP). It is hoped that the historical information collected through these surveys will provide valuable data to assess whether or not to pursue nominations to NRHP.

1. Project Coordinator:

Mary Cone
City Clerk
City of Hailey
115 Main St. S, Suite H,
Hailey, ID 83333
208-788-4221, ext. 11
mary.cone@haileycityhall.org

Ms. Cone will monitor and coordinate grant activities and funds. She will work closely with the Hailey Historic Preservation Commission (HHPC), the State Historic Preservation Office and a professional consultant (bids to be solicited) to achieve the goals of the project. Résumé enclosed.

2. Goals and Objectives:

The City of Hailey’s project is documenting and preserving the history of two prominent structures – the J.J. Tracy Building and the Harris Apartments. The end product would be intensive level survey forms for each location. A professional consultant will be retained to develop the materials. A future goal would be to pursue nominations to both of these structures in FY 2010-2011.

The HHPC will attend a minimum of one two-hour meeting per month throughout the project.

3. Identification of Final Products:

Intensive survey forms.
4. Meets Secretary of Interior's Standards:

The nomination materials will conform to the Secretary of Interior's Standards for Registration.

5. Timetable for Completion of Project and Submission of Reports:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 31</td>
<td>Submit revised budget and project description to SHPO</td>
</tr>
<tr>
<td>January 18</td>
<td>Request for Bids from Consultants</td>
</tr>
<tr>
<td>February 29</td>
<td>Award Contract to Consultant</td>
</tr>
<tr>
<td>April 15</td>
<td>Mid-Project Report to SHPO</td>
</tr>
<tr>
<td>June 16</td>
<td>Nomination Form Drafts to SHPO</td>
</tr>
<tr>
<td>July 17</td>
<td>Final Nomination Forms to SHPO</td>
</tr>
<tr>
<td>August 31</td>
<td>Project complete. Submit billing and product to SHPO</td>
</tr>
</tbody>
</table>

6. Repository for Final Product:

One copy of the Final Nomination (and/or Survey) Forms will be sent to SHPO, Hailey Public Library, Blaine County Historical Museum, and Hailey City Hall for housing.

7. State Priority:

None

__________________________________________  September 28, 2009
Mayor Rick Davis                          Date
MARY M. HILL CONE

Background Summary

BUSINESS ANALYST with extensive experience in project management, operations, design development, testing and rollout of new software to large operations groups of 400 plus users. Liaison between end users and systems groups including desktop and development engineers.

Experience

CITY OF HAILEY
City Clerk/Internal Operations Manager, Hailey, Idaho
- Responsible for managing, developing, training, supervising and/or performing office policies and procedures related to intradepartmental and interdepartmental functions. These functions include customer service, records management, website management, grant writing and oversight, elections, licensing, utility billing, accounts payable, accounts receivable, special events, banner scheduling, park reservations and council minutes taking.
- Directly supervise staff responsible for customer service, accounting functions, payroll, timekeeping, licensing, daily cash handling, website updates, delinquent account handling and municipal code codification.
- Responsibilities related to city council meetings include, agenda, minutes of meeting, ensuring the Mayor signs council approved documents, recording property related contracts with Blaine County, filing original paperwork, sending out signed contracts to interested parties, and publishing adopted Ordinances.

FIDELITY INVESTMENTS
Business Analyst / Project Manager / Systems Analyst (April 2000-June 2007), Dallas, Texas.
- Responsible for designing, building and implementing new workflows throughout an operations group of over 400 users
- Consultant for designing workflow changes to end users and upper management
- Project Manager – moved High Net Worth operation functions from Smithfield R.I to sites in Texas and Kentucky. Documented process workflows processed by the group for 2750 Advisors with approx. $133 billion in assets. Ensured scalability in support of planned growth to $200+ billion dollars.
- Analyzed and delivered the migration of high volume functions, Transfer of Assets (TOA – incoming and outgoing assets) Mutual Fund functions to a centralized operations team. Completed all analysis, planning, systems regression testing and representative training and migration of work in less than 8 weeks.
- Project Manager for a complex transition of the Automated Customer Account Transfer (ACAT) function from New York to Texas in less than 5 weeks. Project scope included many mainframe systems and development of processing paper items through a image system, eliminating the cumbersome handling of paper faxes.
- Worked closely with Operations Senior Management to analyze opportunities to reduce expenses by $63 million, a multi-year goal.

Operations Specialist (July 1994 – March 2000)
Brokerage Service Representative (Nov. 1993-June 1994)

PEACHTREE GIFT GALLERY (May 1993 – August 1993)
Store Manager
LINCOLN PROPERTY COMPANY (Sept. 1992 – April 1993)
Assistant Manager / Property Manager
Treasurer / Bookkeeper

Education
University of Oklahoma, Norman, OK
Bachelor of Science in Physical Education

Specialized Skills
Microsoft Suite of Products including Word, Excel, PowerPoint, Visio and Project

Personal
Began Calligraphy business in June 2006

03/2008 to current
5/1993 to 8/1993
9/1992 to 4/1993
7/1990 to 12/1996