Mary Cone

From: Lisa Emerick [lisa@flyfma.com]
Sent: Wednesday, September 08, 2010 12:09 PM
To: 'Jenny Lovell'; Mary Cone
Subject: FW: AIP 4 Grant Offer

Attachments: AIP04.pdf

AIP04.pdf (327 KB)

Greetings! Looks like instead of sending us triplicate hard copies of AIP Grants, the FAA is now processing them via email. Attached is the AIP '04 Grant for the replacement airport. Please print three copies and obtain the appropriate signatures on the appropriate City/County pages. I will be "delighted" to retrieve the three signature pages from each of you upon completion.

I have also researched and have determined the City/County have already approved the execution of this grant. The Resolutions are as follows:

County 2010-29
City 2010-13

If you have any questions, or if you need additional information, please contact me at 720-5199.

Thanks!

Lisa N. Emerick
Contracts/Finance Administrator
Friedman Memorial Airport

-----Original Message-----
From: Cayla.Morgan@faa.gov [mailto:Cayla.Morgan@faa.gov]
Sent: Tuesday, September 07, 2010 2:31 PM
To: rick@flyfma.com
Cc: Lisa N. Emerick
Subject: AIP 4 Grant Offer

Rick,

Attached is a pdf of the grant offer. Please sign and send via pdf and place a hard copy in the mail to Renee Hall.

Thanks,

Cayla Morgan
Environmental Protection Specialist
Seattle Airports District Office
Federal Aviation Administration
425-227-2653

(See attached file: AIP04.pdf)

U.S. Department
of Transportation
**Federal Aviation
Administration**

Federal Aviation Administration
Northwest Mountain Region

Seattle Airports District Office
1601 Lind Avenue, S.W., Suite 250
Renton, Washington 98057-3356

September 7, 2010

Mr. Rick Baird
Airport Manager
Friedman Memorial Airport
P.O. Box 929
Hailey, Idaho 83333

Dear ~~Mr. Baird~~: Rick

Grant Offer for
Friedman Memorial Airport; Hailey, Idaho
AIP Project Number 3-16-0063-004

Rather than mailing the grant offer, we are scanning and sending it to you via email to expedite the process. Please note that:

a. The grant offer must be accepted by the sponsor on or before September 17, 2010.

b. The grant offer must be accepted by an official authorized by the governing agency to do so.

c. The "Certification of Sponsor's Attorney" relates to the acceptance and, therefore, must be made **after** the Sponsor's acceptance.

d. **After execution is completed, please fax (425-227-1650) or scan and e-mail a copy of the grant agreement to Renee.Hall@FAA.gov not later than September 17, 2010. Also, return one originally signed copy of the grant agreement to our office by mail.**

All applicable project-related requirements pertaining to environmental analysis and approval for this grant have been met in accordance with the guidelines contained in FAA Order 5050.4B, Airport Environmental Handbook.

If you have any questions in regard to acceptance of the grant offer, please contact your project manager.

Sincerely,

Carol Suomi

Carol Suomi
Manager, Seattle Airports District Office

Enclosures
cc: Idaho Department of Transportation, Aviation Division

Grant Agreement
Part 1 - Offer

Date of Offer: September 7, 2010

Friedman Memorial Airport
Hailey, Idaho

Project Number: 3-16-0063-004

Contract Number: DOT-FA10NM-0121

DUNS Number: 15-599-3603

To: The City of Hailey, Idaho and the County of Blaine, Idaho (herein called the "Sponsor")

From: The United States of America (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated August 9, 2010, for a grant of Federal funds for a project at or associated with the Friedman Memorial Airport which Project Application, as approved by the FAA, is hereby incorporated herein and made a part hereof; and

WHEREAS, the FAA has approved a project for the Airport (herein called the "Project") consisting of the following:

Conduct an environmental study for a replacement airport for Friedman Memorial Airport, Hailey, Idaho (Phase 4 – Environmental Impact Statement {EIS});

all as more particularly described in the Project Application.

NOW THEREFORE, pursuant to and for the purpose of carrying out the provisions of Title 49, United States Code, and in consideration of (a) the Sponsor's adoption and ratification of the representations and assurances contained in said Project Application and its acceptance of this Offer as hereinafter provided, and (b) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the assurances and conditions as herein provided, THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay, as the United States share of the allowable costs incurred in accomplishing the Project, ninety-five (95) percentum of all allowable Project costs.

This Offer is made on and subject to the following terms and conditions:

Conditions

1. The maximum obligation of the United States payable under this Offer shall be $2,500,000.00. For the purposes of any future grant amendments which may increase the foregoing maximum obligation of the United States under the provisions of Section 47108(b) of the Act, the following amounts are being specified for this purpose:

$2,500,000.00	for planning
$ 0.00	for airport development or noise program implementation

2. The allowable costs of the project shall not include any costs determined by the FAA to be ineligible for consideration as to allowability under the provisions of the Act.

3. Payment of the United States' share of the allowable project costs will be made pursuant to and in accordance with the provisions of such regulations and procedures as the Secretary shall prescribe. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.

4. The Sponsor shall carry out and complete the Project without undue delays and in accordance with the terms hereof, and such regulations and procedures as the Secretary shall prescribe, and agrees to comply with the assurances which were made part of the project application.

5. The FAA reserves the right to amend or withdraw this Offer at any time prior to its acceptance by the Sponsor.

6. This Offer shall expire and the United States shall not be obligated to pay any part of the costs of the project unless this Offer has been accepted by the Sponsor on or before September 17, 2010, or such subsequent date as may be prescribed in writing by the FAA.

7. The Sponsor shall take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner in any project upon which Federal funds have been expended. For the purposes of this grant agreement the term "Federal funds" means funds however used or disbursed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement. It shall obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. It shall return the recovered Federal share, including funds recovered by settlement, order, or judgment to the Secretary. It shall furnish upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share shall be approved in advance by the Secretary.

8. The United States shall not be responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.

9. Trafficking in persons:

a. **Provisions applicable to a recipient that is a private entity.**

1. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not –

i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
ii. Procure a commercial sex act during the period of time that the award is in effect; or
iii. Use forced labor in the performance of the award or subawards under the award.

2. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subreceipient that is a private entity –

i. Is determined to have violated a prohibition in paragraph a.1 of this award term; or
ii. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either ---

A. Associated with performance under this award; or

B. Imputed to your or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 49 CFR Part 29.

b. **Provision applicable to a recipient other than a private entity.** We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity –

1. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or

2. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either –

i. Associated with performance under this award; or
ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at *49 CFR Part 29.*

c. **Provisions applicable to any recipient.**

1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.

2. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:

i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104 (g)), and

Is in addition to all other remedies for noncompliance that are available to us under this award.

3. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.

d. **Definitions.** For purposes of this award term:

1. "Employee" means either:

i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or

ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

2. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

3. "Private entity":

i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.

ii. Includes:

A. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).

B. A for-profit organization.

4. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

Special Conditions

10. It is understood and agreed that the City of Hailey, Idaho and the County of Blaine, Idaho authorized the execution of the Application for Federal Assistance and Standard DOT Title VI Assurances both dated August 9, 2010, on their behalf by Richard Baird, Airport Manager, Friedman Memorial Airport, and that they jointly and severally adopted and ratified the representations and assurances contained therein; and that the word "Sponsor" as used in the project application and other assurances is deemed to include the City of Hailey, Idaho and the County of Blaine, Idaho.

11. It is understood and agreed by all parties that no draws funding the financial feasibility study, master plan for existing site and preparation of the final EIS and Record of Decision (ROD) can be made until the scopes of work for these items are approved in writing by the FAA.

12. The Sponsor agrees to request cash drawdowns on the letter of credit only when actually needed for its disbursements and to timely reporting of such disbursements as required. It is understood that failure to adhere to this provision may cause the letter of credit to be revoked.

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the Act constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION

By. Carol Suomi
Carol Suomi, Manager, Seattle Airports District Office

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

Executed this 7th day of September, 2010.
City of Hailey, Idaho

(SEAL)

By. Rick Davis
Sponsor's Designated Official Representative
Title: Mayor

Attest:
Title: City Clerk

CERTIFICATE OF SPONSOR'S ATTORNEY

I, Ned Williamson, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Idaho. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at Hailey this 9th day of September, 2010.

Signature of Sponsor's Attorney

Part II - Acceptance

The Sponsor does hereby ratify and accept all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

Executed this . . . . . day of . . . . . ., 2010.

County of Blaine, Idaho

(SEAL)

By. . . . . .
Sponsor's Designated Official Representative
Title:. . . . . .

Attest:. . . . . .
Title: . . . . . .

CERTIFICATE OF SPONSOR'S ATTORNEY

I, ..., acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Idaho. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor relating thereto, and find that the acceptance thereof by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and Title 49, U.S.C., Subtitle VII, Part B. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at. . . . . this . . . . . day of . . . . . ., 2010.

. . . . . .
Signature of Sponsor's Attorney

AGENDA ITEM SUMMARY

DATE: 7/26/2010 **DEPARTMENT:** Legal **DEPT. HEAD SIGNATURE:** _____

SUBJECT:

AIP Grant

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☐ City Ordinance/Code _____
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

I am enclosing a copy of a resolution which allows the sponsors of the Friedman Airport to seek funds to be used to pay costs incurred as part of the EIS process. I have also been told that the funds can be used to fund the planning costs for the redevelopment of the Friedman Airport. See attached e-mail correspondence. Contrary to the attached e-mail, I have learned that Rick will not be able to attend Monday's meeting.

Ned

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Casele #_____
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: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve Resolution No. _____ and authorize the mayor to sign.

FOLLOW-UP REMARKS:

7/26 - council approved

LUBOVISKI, WYGLE, FALLOWFIELD & RITZAU, P.A.
ATTORNEYS AT LAW

SUITE 205 • THE STATION
460 SUN VALLEY ROAD
P.O. BOX 1172
KETCHUM, IDAHO 83340-1172
(208) 726-8219
FAX (208) 726-3750

BARRY J. LUBOVISKI
JANET C. WYGLE
ROBERT I. FALLOWFIELD
LEE RITZAU

July 15, 2010

Ned C. Williamson, Esq.
Hailey City Attorney
115 Second Avenue South
Hailey, ID 83333
Sent via US Mail and email to: wlo@cox-internet.com

Re: Friedman Memorial Airport/Grant of Federal Funds

Dear Ned:

The Friedman Memorial Airport Authority has learned that FAA grant funds may become available in the near future on very short notice. To that end, I have enclosed a proposed Resolution authorizing an Application for the funds and authorizing the Mayor to execute the grant if it is received. The grant would be used for additional studies being undertaken under the Environmental Impact Study or for the Authority's planned financial analysis regarding the new airport.

If the proposed Resolution authorizing the Application and the receipt of the grant meets with your approval, I would appreciate it if you would present it to the Mayor and Council as soon as possible. If the City approves the Resolution, please send me an executed copy for transmittal to the FAA.

If you have any questions or if I can provide any further information, please do not hesitate to contact me at your earliest convenience and thank you for your assistance.

Sincerely,

LUBOVISKI, WYGLE,
FALLOWFIELD & RITZAU, P.A.

Barry J. Luboviski

Barry J. Luboviski

BJL/rd
Enclosure
cc: Friedman Memorial Airport Authority

CITY OF HAILEY RESOLUTION NO. 2010-13
BEFORE THE CITY COUNCIL OF HAILEY, IDAHO

A RESOLUTION OF THE CITY OF HAILEY, AS CO-SPONSOR OF THE FRIEDMAN MEMORIAL AIRPORT, AUTHORIZING THE EXECUTION OF AN APPLICATION FOR FEDERAL ASSISTANCE AND THE STANDARD DOT TITLE VI ASSURANCES INCORPORATED THEREIN AND AUTHORIZING THE REPRESENTATIONS AND ASSURANCES CONTAINED THEREIN, AND FURTHER AUTHORIZING THE MAYOR OF THE CITY OF HAILEY TO ACCEPT AND EXECUTE THE GRANT OF FEDERAL FUNDS FOR A PROJECT AT, OR ASSOCIATED WITH, THE FRIEDMAN MEMORIAL AIRPORT.

WHEREAS, the City of Hailey and the County of Blaine, Idaho, as Sponsors of the Friedman Memorial Airport, have learned that Federal Aviation Administration funds may become available on short notice prior to the end of the fiscal year for projects at, or associated with, the Friedman Memorial Airport, to be used for additional costs incurred during the EIS process and/or funding for a detailed financial analysis of the possible costs and possible sources of revenue for a replacement airport. The amount of these grants will not be in excess of three million dollars.

WHEREAS, the City Council hereby authorizes the Mayor to ratify, accept and execute said Grant of Federal funds for the above-stated project, and as Co-Sponsor, further adopts and ratifies any terms and conditions of such Grant.

ADOPTED AND APPROVED this 26th day of July, 2010.

By Rick Davis
The Honorable Rick Davis
Mayor, City of Hailey

ATTEST:

Mary Cone
City Clerk

CITY OF HAILEY ★ BLAINE COUNTY, IDAHO ★

AGENDA ITEM SUMMARY

DATE: 9/13/10 **DEPARTMENT:** PW/Planning **DEPT. HEAD SIGNATURE:** _____

SUBJECT: Motion to authorize staff to begin negotiations with Harmony Design & Engineering for engineering services for applying for an ICDBG for the Downtown Revitalization Project for River St.

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☐ City Ordinance/Code _____
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

See the attached memo discussing this agenda item.

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: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:
Date _____

City Clerk _____

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

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

Draft 12-30-03

Public Works Memo

To: Mayor Rick Davis

City Council Members

CC: Heather Dawson, City Administrator

From: Tom Hellen, Public Works Director/City Engineer

Date: 9/8/10

Re: Downtown Revitalization – Recommendation for Engineering Services

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The City of Hailey issued a Request for Qualifications (RFQ) for engineering services ~~for~~ to assist in applying for an Idaho Commerce Department Block Grant (ICDBG) for River St. Five Statements of Qualifications (SOQ) were received on August 31, 2010 in response to this request.

Four city staff members reviewed these responses individually and then met to discuss their rankings of the firms submitting. The process followed for establishing the preferred firm is in compliance with recommendations from the Idaho Commerce Department as shown on the accompanying Evaluation Rating Sheet. There was unanimous agreement in the recommendation to recommend Harmony Engineering & Design in partnership with Nelson Engineering and ES^2.

City Council approval of this selection will lead to negotiations with Harmony Engineering & Design for their assistance in preparing the ICDBG application. Should these negotiations fail for any reason the next step would be to negotiate with the second ranked SOQ of Galena Engineering and T-O Engineers.

I have included a copy of Harmony's SOQ for your information. The other SOQs are available in my office for your review.

The selection team ~~[illegible]~~ conceives that, during contract negotiations with this non-local firm, use of local engineering support for surveys and other work could be requested and agreed to for a two-fold purpose: 1) keeping some of the work local and 2) lowering the end cost. HD

Individual or Summary (circle one) Evaluation Rating Sheet
DESIGN PROFESSIONAL OR ADMINISTRATIVE (CIRCLE ONE) SERVICES
*Points in categories must be the same as on RFP

Name of Bidder	Capability *25 Pts. Pts. Awarded	Relevant Project Experience *25 Pts. Pts. Awarded	Qualifications of Project Team *25 Pts. Pts. Awarded	Project Approach & Schedule *25 Pts. Pts. Awarded	Total Points	Comments
HARMONY/NELSON	88	82	85	97	352	
GALENA/T-O	85	69	85	82	321	
THE LAND GROUP	85	67	73	63	288	
HOLLADAY	85	80	70	70	305	
BENCHMARK	55	40	60	30	185	
TOTAL						

Rater's Signature and Date: _____

Contents

1. Executive Summary

We are pleased to submit this Statement of Qualifications for Professional Design Services for the Hailey Downtown Revitalization Project. Harmony Design & Engineering has gathered the most experienced professionals to meet the City of Hailey's needs and to help the City successfully secure grant funding from the Idaho Department of Commerce and other entities as needed. Specifically, our team offers:

- **Experience applying for and receiving ICDBG and other grant funds for city infrastructure projects and successfully supervising and managing those projects**
- **An integrated design approach and sustainable stormwater management practices that will help save time and money**
- **An engaged team of engineers, planners, and grant administrators that will work with the Hailey community to create a beautiful streetscape of which we can all be proud**

2. Team Introduction & Capabilities

Our team includes three firms that have demonstrated competence and excellent technical qualifications and are **fully committed** to providing the necessary resources needed to complete this project successfully. In order to best serve the City of Hailey and to properly support the full range of services identified in the Request for Qualifications, we have assembled a team that includes Harmony Design & Engineering, Nelson Engineering, and Engineering System Solutions.

The Harmony Team has **more than enough resources** with 13 professional civil engineers, 3 professional land surveyors, 1 professional geologist, 1 professional landscape architect, and 2 professional electrical engineers all licensed in the State of Idaho and an additional 16 technical and administrative support personnel that can be available for this project. **What sets our team apart** is that we not only have the technical expertise required to complete this project, but we also are personable, friendly, and easy to work with. We can **communicate effectively** with the public and City officials and help facilitate a sustainable solution for your project.

With two of our team member firms based in Driggs, Idaho, **we understand the challenges that small communities face** including lack of funding and personnel shortages. Our team strives to help small intermountain towns leverage the money they have in order to fully fund projects that will open the doors for economic development in a meaningful and sustainable way. Our team's relevant experience includes management, engineering, and planning for projects throughout the intermountain west. In addition, our staff is very actively involved with our local community through volunteer efforts with local governments and many local non-profit organizations.

HARMONY
DESIGN & ENGINEERING

Harmony Design & Engineering will be the prime contractor for this project and will provide project management, civil engineering, landscape architecture, and planning services from our office located in Driggs, Idaho. The inspiration behind incorporating Harmony Design & Engineering in 2005 was to create a firm whose focus is on sustainable engineering design and leading multi-disciplined project teams through the integrated design process which saves time and money through the course of a project.

Services include civil engineering, structural engineering, GIS, hydraulic and hydrologic consulting, landscape architecture, planning, and program management. The management and leadership skills that Harmony exhibits in all our projects was recently recognized in 2008 when our company president, Jennifer Zung, PE, was awarded the Idaho Business Woman of the Year Award from the National Woman Business Owners Corporation. Harmony is a Small Business Association 8(a) firm, a nationally certified Women Business Enterprise, a Idaho Transportation Department DBE, and a Wyoming S-corporation with two principal owners, Jennifer Zung and Randel Blough.

Harmony Design & Engineering is a place where you won't get lost in the shuffle and you can be confident that you'll get exceptional, personalized service year after year, project after project.

NELSON ENGINEERING

Nelson Engineering will provide grant preparation and administration, surveying, and civil engineering services. Nelson Engineering is a Wyoming corporation that has been providing clients with professional consulting engineering and surveying services since 1964. Our offices are located in Jackson and Buffalo, Wyoming and Driggs, Idaho, and this sub-contract will be managed out of our Driggs, Idaho office. Services include land surveying, transportation planning, geotechnical engineering, civil engineering, structural engineering, construction administration, grant administration, environmental site assessment, and transportation planning. Nelson works together as a motivated team, respecting one another's perspective and sharing and applying knowledge and resources to achieve excellence in delivering quality and dependable service in a timely manner for business success. Nelson Engineering provides quality of life through excellence in engineering and surveying.

Engineering System Solutions (ES^2) is a multidisciplinary firm with offices in Idaho Falls, Las Vegas, and Sacramento. ES^2 provides structural, mechanical, electrical, and plumbing engineering services as well as building commissioning, energy modeling, and building energy audit services. Our Idaho Falls office, which will manage this sub-contract, was established in 1999 and has over 30 people who have worked on projects throughout the state of Idaho, including more than 10 years experience working in the Blaine County area. All ES^2 projects have principals directly involved to oversee project delivery and quality. Our projects are delivered on time with a great emphasis on constructability.

3. Project Experience

Increase your chances of success by selecting our team with proven experience applying for and receiving ICDBG funding for city infrastructure projects.

Our team has experience completing engineering design for roadway improvement projects, sidewalk construction, and stormwater management plans, as well as experience identifying funding sources, grant writing, and grant administration for city infrastructure needs. Through the grant writing and administration process, our team has been **actively engaged with Idaho Department of Commerce staff and the Economic Advisory Council**. Therefore, we have a good working knowledge of ICDBG funding requirements and are committed to help the City of Hailey submit the most effective grant application possible.

With our offices located across the street from one another in Driggs, Harmony and Nelson have successfully collaborated on several projects that are similar to the Hailey Downtown Revitalization Project. Two of these projects are the City of Driggs Sewer Interceptor Project and the City of Driggs Stormwater Master Plan which were both funded by grants and were part of a downtown revitalization project through the City of Driggs and the Urban Renewal Agency. Details of these two projects and other relevant projects are included on the following pages.

Harmony Design & Engineering's staff has completed designs for road and sidewalk improvement projects such as the Vasser Street improvements in Cambridge, MA. The before and after photos in Figures 1 and 2 show what a big difference the project made in terms of walker and biker activity. Harmony's municipal clients include the City of Driggs, the City of McCall, the City of Victor, Teton County, Idaho, and the Driggs Urban Renewal Agency.

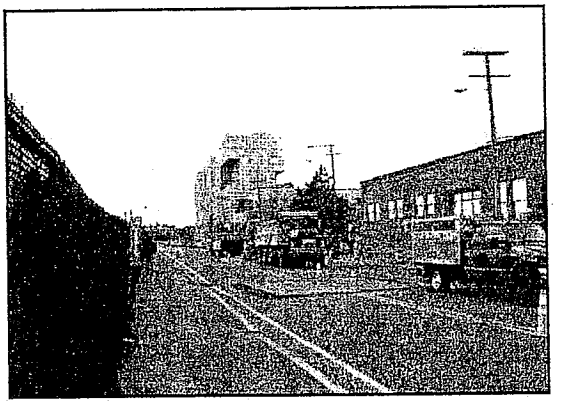


Figure 1. Vasser Street before

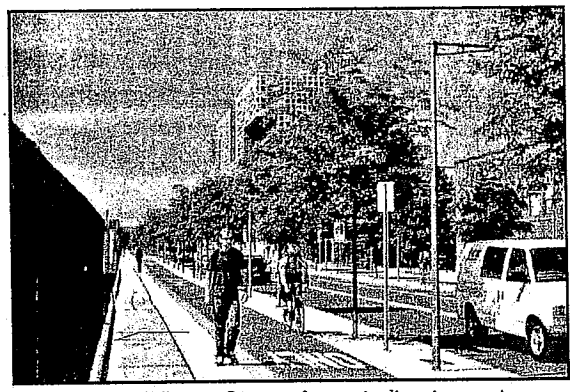


Figure 2. Vasser Street after revitalization project

Nelson Engineering has completed several road reconstruction projects including Snow King Avenue, South Park Loop Road, and East Kelly Avenue in Jackson, WY. Nelson has also written several grant applications that were awarded such as an Energy Efficiency Community Development Block Grant for Teton County, Idaho. They also completed a financial plan as part the Town of Alpine Facility Plan that was used to obtain funding from the State Land and Investment Board in the form of a Mineral Royalty Grant and Clean Water State Revolving Loan. Nelson's public works clients include the City of Jackson, the City of Driggs, Grand Teton National Park, and the City of Lander, WY.

ES^2 provides a wealth of field experience with two licensed journeyman electricians who are equipped with real-world experience and a background for understanding complications that may occur in all phases of design and construction. ES^2's municipal clients include the Idaho Transportation Department.

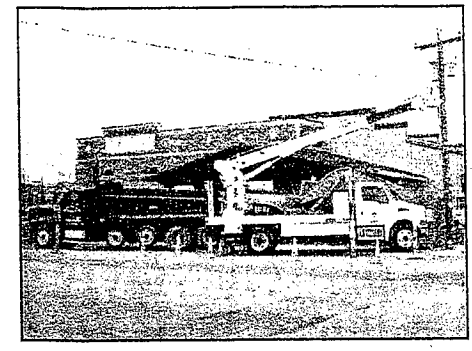
Driggs Urban Renewal District Sewer Interceptor

Driggs, Idaho

NELSON ENGINEERING HARMONY DESIGN & ENGINEERING

Project Description

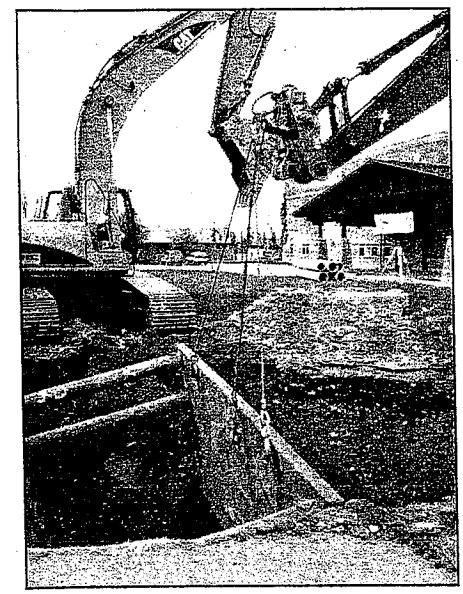
Due to aging infrastructure and deteriorating conditions, the City of Driggs was in need of rehabilitation, conservation and redevelopment within their urban renewal district. A portion of their master planning infrastructure needs included a new sewer interceptor line to allow for a more dense development pattern within the downtown core to pave the way for future economic development opportunities and create a healthier community. In responding to funding gaps, Nelson Engineering worked on behalf of the City of Driggs to **identify and acquire funding** sources to make the slated economic development projects a reality. The funding applications submitted were successful and the final product of these collaborative efforts between Nelson Engineering, Harmony Design and all stakeholders included sewer interceptor final design and construction of 850 linear feet of 15" sewer main with a wire utility corridor. This grant also funded other downtown revitalization projects utilizing the Downtown Master Plan as a guideline.



The project's success was contributed to effective communication and participation with agencies, stakeholders, public officials and the community.

Services Provided

Working on behalf of the City of Driggs and the Urban Renewal Agency, Nelson Engineering wrote, submitted, and administered a successful Idaho Gem Grant and an Idaho Department of Commerce Development Block Grant (ICDBG) in the respective amounts of $50,000 and $500,000 to fund the design and construction of a wastewater interceptor, a comprehensive stormwater study, improve downtown parking and other downtown revitalization projects. Our team's approach is to pool different sources and leverage the maximum amount of money to structure financing for a successful project.



Our team's proactive and effective construction administration kept the project on schedule and under budget.

Preliminary engineering plans, final engineering plans, and construction administration for the sewer interceptor replacement were completed by Nelson Engineering. Harmony Design & Engineering, as a sub-consultant to Nelson, coordinated with the utility companies that were impacted within the sewer interceptor construction corridor. The project was complex, due to the easement location and its proximity to existing businesses. The final design required technical expertise in the redesign of existing water and utility services, and Driggs' fire suppression system. The project also required a successful negotiation with a landowner to acquire a construction and maintenance easement. The project was an **overall success** due to effective public participation, an engineering team with indispensible technical abilities, and a team that worked proactively on Driggs' behalf. The project was **completed for less than the contracted cost and in less time than estimated.**

City of Driggs, Idaho
Idaho Community Development Block Grant

FUNDING SOURCE:	AMOUNT:
Grants:	
ICDBG	$500,000.00
Local Cash:	
Utility Company	$105,000.00
Urban Renewal Agency	$63,205.00
Federal	$74,372.00
City of Driggs	$171,000.00
TOTAL AVAILABLE FUNDING:	$913,621.70

Our team helped identify and leverage funding to successfully finance the project

Reference:

Mayor Dan Powers
City of Driggs
P.O. Box 48, 60 South Main Street
Driggs, ID 83422
(208) 354-2362
cidriggs@ida.net

Dates: 2009-2010

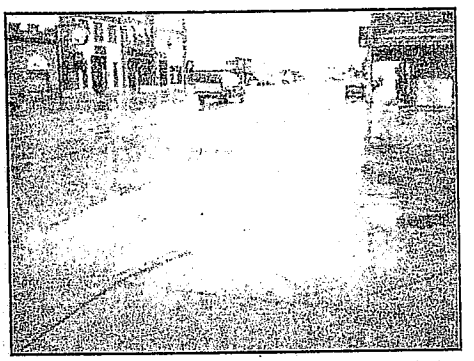
Driggs Urban Renewal District
Stormwater Master Plan

Driggs, Idaho

NELSON ENGINEERING HARMONY DESIGN & ENGINEERING

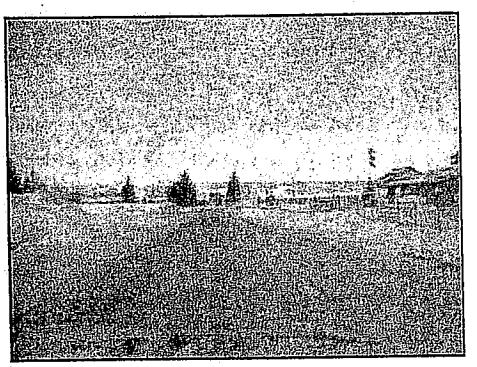
Project Description

The City of Driggs downtown area currently does not have a functioning stormwater system, and stormwater management to date has largely been reactionary. Problems with ponding occur at several locations even during mild storm events. The cyclical pattern of ponding, freezing, and melting in City intersections causes damage to existing road infrastructure. Additionally, snow storage and subsequent snow melt causes problems with pedestrian connectivity, safety in routes to schools, and increases landowner disputes.



Main intersection in downtown Driggs – ponded water makes pedestrian travel difficult. Our Stormwater Master Plan recommended solutions.

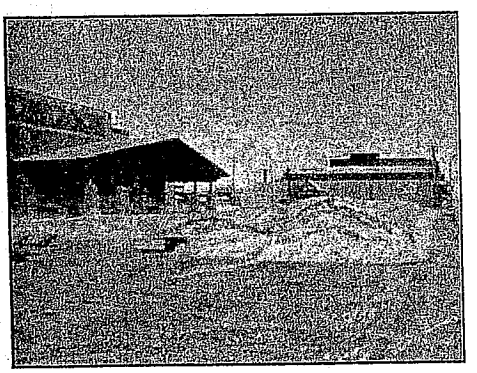
In recognition of these issues, Nelson Engineering worked proactively in writing and submitting a Gem Grant application on Driggs' behalf to fund a stormwater and snow storage study. The study would result in recommendations for future stormwater mitigation ordinances and provide a blue print for future planning and private investment. The **Gem Grant was successfully awarded** and Nelson Engineering was procured as the project administrator.



Existing snow storage blocking sidewalks

Services Provided

Harmony Design & Engineering in partnership with Nelson Engineering completed a comprehensive evaluation of the stormwater, snow storage, snow melt and runoff on City owned property including rights-of-ways and easements. The study also evaluated several large privately owned parcels that were currently accepting significant run-off and/or snow storage. Runoff maps were generated and used to determine the best method to improve the site conditions.



Existing Snow storage in front of the City Center

The final report made **recommendations for improving and managing stormwater and snow storage**, prioritized project areas, and presented preliminary cost estimates for implementing the recommended improvements. A well thought out and sensible stormwater management plan will help **prevent potential property damage and save thousands of dollars.** The final report was presented to the Urban Renewal Agency, business owners, stakeholders, and the City for use in future planning and development activities.

Reference:

Mayor Dan Powers
City of Driggs
PO Box 48, 60 South Main Street
Driggs, ID 83422
(208) 354-2362
cidriggs@ida.net

Dates: 2009-2010

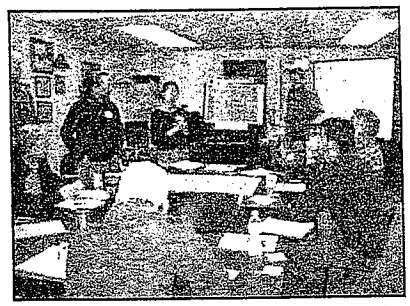
Business Park Planning and Design Charrettes

McCall, Idaho

HARMONY
DESIGN & ENGINEERING

Project Description

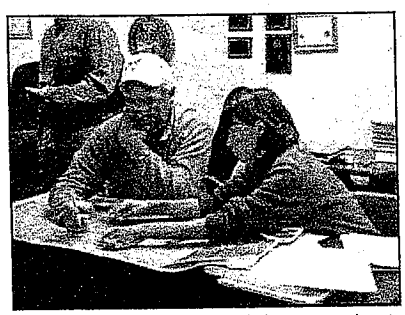
The City of McCall is a small, rapidly growing resort town located north of Boise, Idaho. In order to **foster economic growth** in the City of McCall, a new business park plan and zoning standards were needed to allow for business park development as well as the establishment of diverse businesses and industries. The City's goal was to **engage stakeholders and the McCall community** in developing a concept master plan for a business park development in the 37-acre Krahn Lane area that was **compatible with the community's goals** and integrated with the surrounding area.



Harmony staff giving an effective presentation

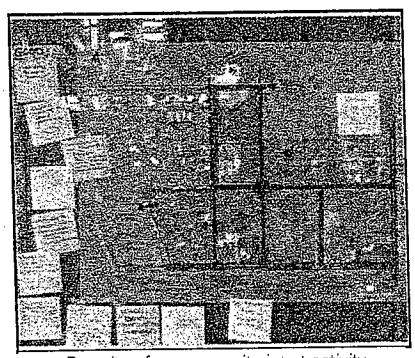
Services Provided

Harmony Design & Engineering facilitated a series of public workshops or charrettes with 54 attendees including property owners, business owners, economic development specialists, environmental groups, utility companies, community members, City staff, engineers, and consultants. The public process was the cornerstone of the Business Park Framework Plan which included **consideration of present and future land uses**, transportation routes including pathways, parks and civic spaces, and the availability of utilities.



Multi-discipline design workshops were key to the success of the project

Harmony Design & Engineering developed the final Business Park Framework Plan and made recommendations for development design guidelines and zoning code amendments which was included in the final report. A website was created and maintained by Harmony Design & Engineering that kept citizens informed of the charrette process and gave them another avenue to express their concerns and comments and to give general feedback. Although many participants had reservations or questions at the beginning of the charrette process, the final Business Park Framework Plan was one that the **whole community supported**.

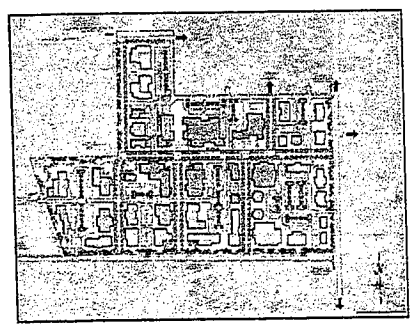


Results of a community input activity

Reference:

Michelle Groenvelt
Community Development Director
City of McCall
216 East Park Street
McCall, ID 83638
(208) 634-5229
mgroenevelt@mccall.id.us

Dates: 2009 - 2010



Resulting Business Park Framework Plan was supported by the community and is now adopted by the City

Driggs Urban Renewal District
Master Planning and Engineering

Driggs, Idaho

HARMONY
DESIGN & ENGINEERING

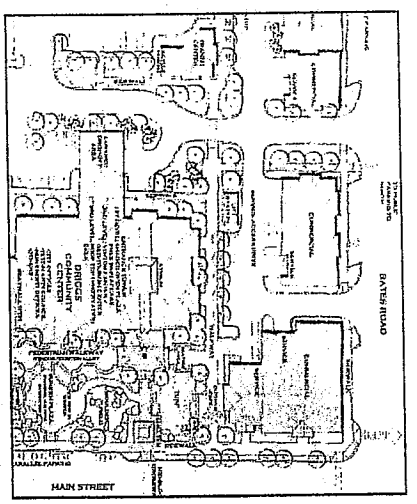
Project Description

The Driggs Urban Renewal District includes 87-acres in the heart of downtown Driggs. Harmony Design & Engineering has provided a variety of engineering and planning services to the District since 2007.

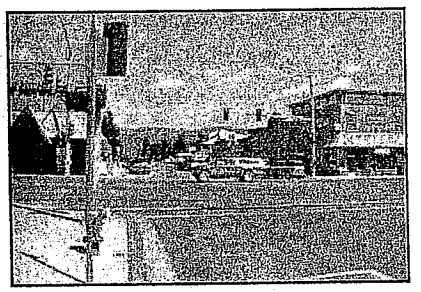
Services Provided

Harmony Design & Engineering prepared **annexation maps** and a legal description for 34-acres which were annexed into the District in 2007. Harmony Design & Engineering completed an **evaluation of the existing infrastructure** in the core four downtown blocks of the District including water, sewer, stormwater, electric, and telephone utilities.

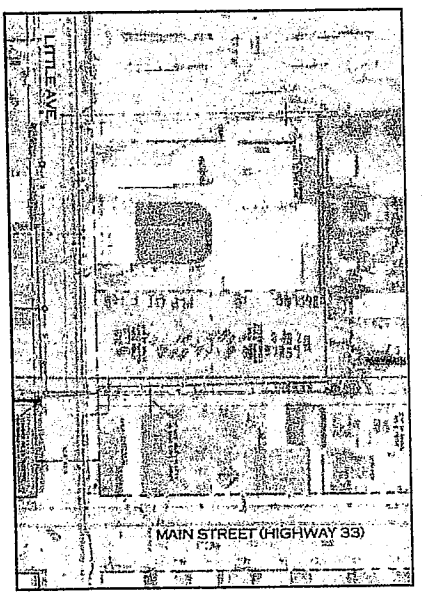
During the fall of 2008, the Driggs Chamber of Commerce capitalized on an opportunity to create a National Geographic endorsed Geo-tourism Center in the heart of Downtown Driggs. The Chamber called on several architects and planners for ideas to help shape this Geo-tourism Center. Harmony Design & Engineering has been instrumental in working with the Chamber to create an **overall vision for the core 4-blocks** of Downtown Driggs. Through several community meetings, charrettes and work sessions, Harmony has helped the Chamber and the City articulate their ideas into a working Master Plan.



Conceptual Master Plan for the Geo-tourism center and Driggs City Center



Existing Downtown Driggs



Existing utility evaluation for core 4-blocks of the Driggs Urban Renewal District

Reference:

Reid Rogers, Director
Urban Renewal Agency
60 S. Main Street
Driggs, ID 83422
208-354-2500
wwa@pdt.net

Dates: 2007-2009

Additional References

In addition to the project references given with the project summaries, we encourage you to contact any of the following people for further information about our quality services.

Harmony Design & Engineering
Bill Knight, Planning Director
City of Victor
P.O. 122
Victor, ID 83455
208-787-2940
victcitybk@tetontel.com

Lou Simonet, County Engineer
Teton County
150 Courthouse Drive
Driggs, ID 83455
208-354-0245
lsimonet@co.teton.id.us

Doug Self, Planning Director
Jared Gunderson, Public Works Director
City of Driggs
P.O. Box 48, 60 S. Main Street
Driggs, ID 83422
208-354-2362
pzdriggs@pdt.net (Doug)
pwdriggs@pdt.net (Jared)

Tim Adams, Executive Director
Teton Valley Trails and Pathways
PO Box 373
Driggs, ID 83422
208-201-1622
pathways@tetonvalley.net

Nelson Engineering
Paul Kauchich, PE
Director of Public Works
212 D Street
Rock Springs, WY
307-352-1542

Walt Bratton, Director
Green River Parks and Recreation
50 East 2nd North
Green River, WY 82935
(307)-872-6153

Bruce Frederick, Washakie County Planner
Washakie County
1001 Big Horn Avenue
Worland, WY 82401
(307) 347-6778

Lance Marrs, PE
Wyoming State Parks and Historic Sites
2301 Central Ave.
Cheyenne, WY 82002
307-777-6325

ES²
Roger Hill, Director of Operations
Bonneville School District 93
3497 N Ammon Rd
Idaho Falls, ID 83401
208-525-4400
hillr@d93.k12.id.us

Mike Clements – Vice President
Bateman-Hall Construction
1405 Foote Drive
Idaho Falls, ID 83402
208-523-2681
mike.clements@bateman-hall.com

Bob Heneage – Owner/ Architect
Plan One Architects
189 N Main Street Ste 112
Driggs, ID 83422
208-726-4228
hrheneage@planone.com

4. Team Qualifications

Our dedicated team will work with the Hailey community to create an attractive, beautiful streetscape that increases economic opportunity

We have selected the most highly qualified individuals from our team firms to dedicate themselves to the City of Hailey Downtown Revitalization Project. Team members include **professional engineers, landscape architects, and surveyors licensed in the State of Idaho.** A summary description of our key personnel and their roles and qualifications is included here. Detailed resumes are included in the Appendix.

Jennifer Zung, PE, CFM, LEED AP
Project Manager
Jennifer will be the Principal-in-Charge and project manager for the Hailey Downtown Revitalization Project. She will be the primary point-of-contact with the City of Hailey and will be responsible for insuring that the project is completed on schedule and within budget. She will help facilitate the multi-discipline design workshop that is further described in the next section, Project Approach. Jennifer is an Idaho licensed Professional Civil Engineer (Registration No. 11539) and brings more than 16 years of experience to this project. Jennifer was awarded the Idaho Business Woman of the Year Award from the National Woman Business Owners Corporation in 2008. She has a good working relationship with all of the sub-consultants and has experience organizing diverse project teams.

Jennifer has managed large, complex projects including an intergovernmental and multi-organizational project for the City of Dumaguete in the central Philippines. In conjunction with this wastewater treatment project, Jennifer also completed and was awarded an international grant to fund environmental education programs which were administered by local teachers. She has also managed projects in Idaho including several large subdivision development projects for private developers, and she has provided professional review services for Teton County, Idaho. Jennifer has special expertise in low-impact stormwater system design, hydrology modeling, hydraulic modeling, grading and erosion control design, and roadway design; all disciplines that are important to this project.

Diane Temple
Certified Grant Administrator
Diane will assist the project team and the City of Hailey in preparing the most competitive ICDBG and other grant applications as possible. She will also help identify additional funding sources for the Hailey Downtown Revitalization Project if needed. In her role as a grant administrator with Nelson Engineering, Diane works with Cities and Counties in identifying projects that will help grow their local economy and strengthen communities. Her approach to any public project is to work closely and communicate effectively with elected officials, agencies, stakeholders and the community to insure a successful project.

Randel Blough, ASLA
Lead Landscape Architect & Planner
Randel will be the lead landscape architect and planner for this project. He will be responsible for the landscape design of River Street landscape islands planned for the project and will help facilitate the multi-discipline design workshop. Randel has over 24 years of experience working as a landscape architect for professional planning and civil engineering firms and is a principal owner of Harmony Design & Engineering. He has lived and worked in the intermountain west since 1992 and has been involved with a wide variety of projects from small, rural residential projects to large, urban developments.

From conceptual design to detailed engineering, Randel's blend of landscape architecture, planning, and engineering experience offers a unique and broad perspective to site development projects. His areas of expertise include commercial and residential master planning, traditional neighborhood design, and design of recreation facilities as well as commercial and residential landscape design.

Jay Mazalewski, PE, WPCM
Lead Civil Engineer
Jay will be the lead civil engineer for this project and will be responsible for the design of the River Street plans and profiles, grading plans, and stormwater management plans. Jay is a professional civil engineer and a certified Water Pollution Control Manager with extensive experience in stormwater management, utility design, roadway design, erosion control design, specification writing, construction quality control, project management, and cost estimating.

Jay was the lead engineer, while employed with Judith Nitche and Associates, on a two-phase $32 million dollar streetscape renewal project through the Massachusetts Institute of Technology campus in Cambridge, MA. He completed roadway design, stormwater system design, grading and erosion control design, construction administration, and extensive coordination with MIT, the City of Cambridge, and several public and private utility companies.

Jamie Boos, PE, CPESC
Civil Engineer
Jamie will provide civil engineering support for the Hailey Downtown Revitalization Project. Jamie has 10-years of experience in the civil engineering field and has collaborated on, as well as designed, many civil site design projects that involve safety, community input and technical design. She assisted with the production of plans, profiles, details, and specifications for various downtown sidewalk improvements for the Town of Jackson. All designs were ADA compliant and required creative solutions to match existing historic conditions, while upgrading the level of service to the public.

Jamie appreciates and understands the relevant needs of a community purpose and structure, of pedestrian and bike paths, and safe and appealing community areas. She has experience in implementing effective green design ideas for both new and existing utilities and structures.

William Pilkington, PE, LSIT
Land Surveyor Party Chief
William will be the survey party chief responsible for supervising the field survey of River Street and processing the data. He is a professional civil engineer as well as a land surveyor in training with 14-years of experience. In his role as surveyor, William is an experienced party chief for both design and construction surveys. As an engineer, William is a civil engineering designer for roads, pathways, and site design. His experience as a civil designer informs his surveying work to help make it more thorough and efficient.

William's project experience includes completing the alignment and earthwork design and preparation of construction drawings for the Henry's Road Pathway in WYDOT format for Teton County. William was also the survey party chief for the project mapping and construction staking.

Keldon Boren, PE, LEED AP
Electrical Engineer
Keldon will be the lead electrical engineer responsible for overseeing the electrical design for the street light system along River Street. Keldon has over 14 years of experience in the field of electrical engineering and construction and is a LEED Accredited Professional. He has also served as a liaison for mechanical, plumbing

and structural consulting services performed in-house and in conjunction with the electrical engineering services. Keldon is also a licensed journeyman electrician with over 10 years of hands on field experience which brings a practical aspect to his designs.

Justin Judy, PE, LEED AP
Mechanical Engineer
Justin will be the lead mechanical engineer responsible for overseeing any mechanical engineering systems that are required by the project. Although we do not anticipate needing mechanical engineering design, Justin is available for this project if needed.

Markell Batemen, PE
Structural Engineer
Markell will be the lead structural engineer responsible for overseeing any structural engineering systems that are required by the project. Although we do not anticipate needing structural engineering design, Markell is available for this project if needed.

5. Project Approach and Schedule

Our integrated design approach and sustainable stormwater management practices will help save time and money

We understand that the proposed project scope includes improvements to three blocks of River Street from Carbonate to Walnut within downtown Hailey. Possible improvements include the addition of sidewalks, parking, bike lanes, landscaping, and a stormwater management system. Improvements to sidewalk connections between River Street and Main Street are also included.

Our team is capable of providing Phase 1 and Phase 2 services as described in the Request for Statement of Qualifications. In this section, we will concentrate on our project approach and schedule for Phase 1, acknowledging that the initial contract award is for Phase 1 only. Phase 1 includes providing items needed for the grant application including topographic survey; map drawings detailing the community, the redevelopment area, and proposed improvement locations; cost estimate for proposed improvements; and timeline for final design and project construction.

We perceive that the primary goal of Phase 1 is to complete and submit the best possible ICDBG grant application in order to secure funding for the final project design and project construction. Because our team has experience applying for, receiving, and administrating a variety of grant funds from the Idaho Department of Commerce and other granting agencies, we can help the City of Hailey through the application process and make recommendations that will **increase your chance of success.**

Downtown revitalization projects that apply for ICDGB funding need to show how they meet the national objective of revitalizing the downtown business district by eliminating slum and blight. Although "slum and blight" seem to be harsh terms, the existing conditions along River Street which include a lack of sidewalks, limited parking, problems with ponded water from storm events, and inadequate lighting will meet these conditions.

Figure 3. Existing River Street near Croy Street

Grant reviewers for ICDBG funds want to know that they are supporting projects that are viable, sound, and grounded in public support. This provides insurance that if they fund the project, it will be completed without opposition. Having matching funds dedicated by the City council in the amount of $500,000 is a great step in showing that this project is supported by the City. We would also recommend that the City of Hailey submit proof of conditional approval of the construction plans with the application. Some public support can be demonstrated by "The City of Hailey Preliminary Downtown Strategy Plan" which included community input through the State of Downtown session held on June 11, 2010, through several other public presentations, and by having community members on a Downtown Committee.

An alternative approach in order to show project support from the community would be to hold a design charrette/workshop that includes participation by the City Engineer, City officials, utility company engineers, Tree Committee members, other stakeholders, and our team of engineers, landscape architects, land planners, and grant specialists.

We recognize that there is limited time to conduct a full public design charrette during Phase 1 of this project. Therefore, we propose a condensed design workshop over three days which would be just the beginning of the public input process that could be continued once grant funds are secured.

The design workshop is an effective way to start the integrated design process. It will flush out any initial concerns and give a forum for immediately addressing those concerns. We believe that this approach will save time during the preliminary design and final design phases of the project as a result of fewer conflicts being found at a later date when changes are more difficult and costly to make.

The goal of the three day design workshop will be to produce plan documentation as required for a downtown revitalization project grant application including:

a. Development of screened alternatives to enable River Street to meet future needs and growth
b. Selection of a recommended alternative

A topographic survey of the existing conditions on River Street will be completed prior to the design workshop so that the alternative designs are based on solid data. We feel that due to the mild slopes along River Street, a detailed survey will be necessary to properly evaluate the drainage flow patterns. The aerial photo that was taken about 1 ½ years ago will also be used during the design workshop.

The Complete Street cross sections that are currently being designed and reviewed by the Planning and Zoning commission will be used as a guide for the design alternatives for River Street. We anticipate that modifications to the design cross section will be needed based on unique situations with existing and future businesses located in the project area.

A River Street cross section alternative presented in the "Preliminary Downtown Strategy Plan", which will help increase parking supply, is shown in Figure 4.

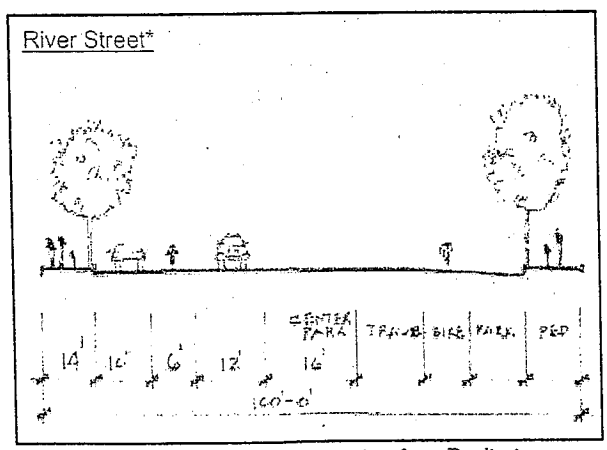


Figure 4. River Street cross section from Preliminary Downtown Strategy report.

The following is a preliminary schedule for the three day design workshop:

Preliminary Schedule – Alternative Design Workshop/Charrette

Day 1: Site Evaluation and Program Development

Afternoon (City officials, City Engineer, Tree Committee, Project Team):

- 1:00 – 1:30 Project introduction – overview and discussion of goals
- 1:30 – 2:30 Site visit with participants
- 2:30 – 3:00 Discussion - general
  - community goals and values
  - existing and future uses along River Street
  - constraints and desired future conditions
- 3:00 – 3:30 Discussion – details
  - Complete Streets cross section
  - Roadway widths desired
  - Parking – where? how?
  - Sidewalk widths
  - Landscaping
  - Stormwater management
  - Lighting
- 3:30 – 3:45 Break
- 3:45 – 4:45 Alternative Plan Development

Day 2: Design Team Work Day

This day will be used to organize the information accumulated from Day 1 and this information will be used to refine the preferred alternative plan. The workshop will be open to anyone but will not have a structured agenda.

Day 3: Public Evaluation and Plan Refinement

Morning:

- 8:30 – 9:30 Review of goals, values, and alternative plans developed during Day 1
- 9:30 – 10:00 Presentation of selected alternative
- 10:00 – 10:15 Break
- 10:15 – 11:00 Discussion and evaluation

Potential Design Opportunities/Challenges

There are several potential design challenges or opportunities for the River Street improvement project. These include addressing stormwater runoff in a cost effective and environmentally sensitive manner, coordinating the proposed street section with existing business and residence needs while allowing for future development and growth, and increasing parking supply without paving the entire right-of-way.

Figure 5. Example street side bioretention area

River Street currently does not have a stormwater management system and we understand that only Main Street has some storm inlets that discharge into dry wells and sometimes cause problems with significant amount of standing or frozen water being ponded around the inlets.

We will focus on Low-Impact Development (LID) approaches to stormwater management that try to mimic natural conditions by providing landscaped stormwater infiltration areas in critical locations. Bioretention areas could be located in landscape islands between parking areas either in the center median or on each side of the street. Where appropriate, we will also consider more traditional stormwater management systems that include inlets that discharge into stormwater pipe networks or dry wells.

There are several locations in the project area where accommodating existing access to businesses will need to be coordinated with the overall plan for future growth. For example, the access to the building in Figure 6 is very wide, unfriendly to pedestrians, and has limited opportunity to narrow the access from River Street while maintaining room for maneuvering trucks in and out of the existing garage.

Often when accesses are limited in order to improve pedestrian or vehicle safety, landowners become upset. Having landowners involved in the creation of win-win solutions is an important part of our proposed public workshop.

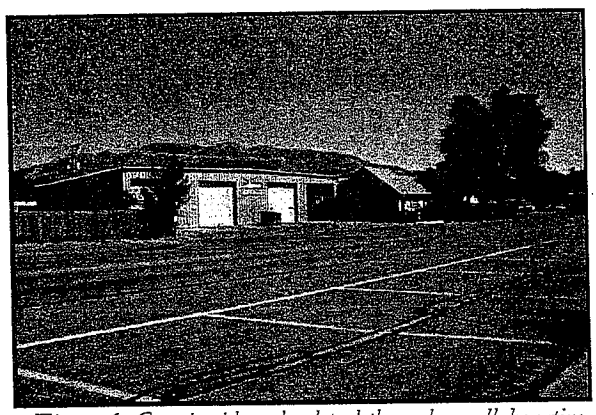


Figure 6. Creative ideas developed through a collaborative process will be needed to produce solutions that accommodate both existing and future uses

Another design challenge, or opportunity depending on your viewpoint, is how to increase the parking supply in downtown Hailey while maintaining a cozy, small town atmosphere where walkers and bikers can feel comfortable. Solutions might include carefully spaced landscape islands, which can also serve as stormwater bioretention areas and pedestrian shelters at intersections.

Other design features that might be considered include street lights placed not only at intersections, but also between blocks as needed to provide a safe walking experience; bike parking areas interspersed within the vehicle parking areas; transit stops; and small civic spaces with benches. Additionally, preserving as many of the large, mature trees as possible within the project area will provide shade and maintain the sense of place that is uniquely Hailey.

Our final deliverables will include professionally rendered site plan and street cross sections. Including polished graphic illustrations in the grant application will help the reviewers visualize the project.

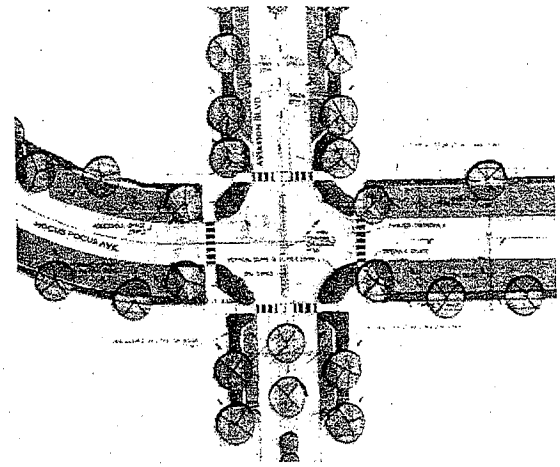


Figure 7. Example rendered street plan view showing pervious parking areas and landscaping

Schedule

Our preliminary project schedule is based on a contract being signed with notice to proceed given on September 20, 2010. Our preliminary schedule shows that the grant application documents will be submitted to the City on November 5, 2010 as indicated in the Request for Qualifications. However, we understand that documents will need to be submitted by November 1 in order to allow for adequate review time for the City Council meeting on November 8. We can meet this earlier deadline as all of our work is scheduled to be completed by October 29th.

AGENDA ITEM SUMMARY

DATE: 9/13/10 **DEPARTMENT:** PW - WW **DEPT. HEAD SIGNATURE:** _____

SUBJECT: Motion to approve a revised Purchase Order with Pro-West Engineering for a control panel for the Airport West Lift Station for $23,359.60 to include a 1 year warranty and 2 site visits for inspections during initial operation following start-up.

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☐ City Ordinance/Code _____
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The City Council previously approved a purchase order with this vendor subject to receiving at least a 1 year warranty. The vendor has provided this revised quotation with a $2,400 increase in price. The revised price is still considerably under the other supplied quotations for this control panel.

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: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:
Date _____

City Clerk _____

FOLLOW-UP:

ProWest Engineering

Quotation: 20327

Quotation Date 8/5/2010

Supplier

Pro West Engineering, LLC

P.O. Box 1402
Twin Falls, ID 83301

Buyer

City of Hailey Idaho
115 South Main Street
Suite H
Hailey, Idaho 83333
Roger Parker

Ship To

City of Hailey Idaho
115 South Main Street
Suite H
Hailey, ID 83333
Roger Parker

Item	Description	Qty.	Rate	Total
Materials	Panel Components. Terminal blocks, wiring, MicroLogix 1400 w/ 2 analog inputs and 2 analog outputs, unmanaged ethernet switch, panel heaters, protective devices where appropriate and other panel components.	1	7,441.50	7,441.50T
Materials	Allen Bradley PowerFlex 3PH 480V AC DRV	2	1,875.65	3,751.30T
Materials	Allen Bradley PF40 ETHERNET/IP ADPT	2	340.69	681.38T
Materials	MTE OPEN STYLE FILTER	2	868.71	1,737.42T
Sub-Drafting	Labor Drafting and Design	12	69.00	828.00
Sub-Electrical	Electrical Labor wiring panel	44	75.00	3,300.00
Programming	Programming Labor to building program logic. 1 day onsite to bring data points from RTU to MTU and messaging needed in SLC5/03 & SLC5/05.	1	5,620.00	5,620.00
Note	Warranty: Hardware has a 1 year warranty from date of purchase. Professional services warranty to include a technician onsite to replace any Pro West Engineering supplied components that may fail during the 1 year hardware warranty.		0.00	0.00T

$23,359.60

Cut charges, shipping, freight, handling charges and applicable sales tax may not be included in total price above. This will be included with invoice.

Sales Tax (0.0%) $0.00

Total $23,359.60

SIGNATURE _____

The signing of the above quotation constitues a buying agreement between Pro West Engineering, LLC and the above buyer. Buyer warrants that the prices on this order are favorable. Payment will be based upon the date the buyer receives an invoice, buyer receives goods or acceptable work.

AGENDA ITEM SUMMARY

DATE: 09/09/2010 **DEPT.:** Historic Preservation Commission / Admin **DEPT. HEAD SIGNATURE:**

SUBJECT:

Idaho State Historical Society
Community Grant Program
Application for Hailey Rodeo Park Interpretive Center

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☐ City Ordinance/Code _____
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

The Hailey Historic Preservation Commission and city staff have prepared the attached grant application to begin the process of researching, designing, fabricating and installing a museum quality interpretive exhibit at the Hailey Rodeo Park Interpretive Center. The project would be completed in three phases, contingent on securing funding as the process unfolds. Phase one involves research and documentation, which would be funded by securing the grant in the attached application, along with a $2,500 cash match from the city. Phase two involves preliminary exhibit design and oral histories, which would commence in the spring contingent on securing an Idaho Humanities Council grant which will be submitted this winter. Phase three involves final design, fabrication and installation, which would commence in the winter of 2011/2012, contingent on securing a National Endowment for the Humanities grant, which will be submitted next summer. The work is phased to allow the development of the project and associated work products that will be necessary to prepare a competitive NEH application.

In addition to the above-described grant strategy, the team is pursuing a limited number of large corporate sponsorships for the interpretive exhibit. If success is realized with this approach, the strategy above could be truncated.

Due to scheduling constraints, the attached grant application was submitted September 1, 2010. At this time, the Hailey Historic Preservation Commission and city staff request a ratification of the attached application.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:
Motion to ratify ISHS grant application.

ADMINISTRATIVE COMMENTS/APPROVAL:

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

ACTION OF THE CITY COUNCIL:
Date _____
City Clerk _____

FOLLOW-UP:
*Ord./Res./Agmt./Order Originals: *Additional/Exceptional Originals to: _____
Copies (all info.): Copies
Instrument # _____

ORIGINAL

Project Name:	Hailey Rodeo Park Interpretive Center Exhibit
Applicant Name:	City of Hailey
County:	Blaine
Contact:	Tracy Anderson, 115 S Main St., Ste H, Hailey, ID 83333 Ph: 208-788-4221, ext. 26 Fax: 208-788-2924 tracy.anderson@haileycityhall.org
Funding Requested:	$2,500
Proposal Summary:	The City of Hailey Historic Preservation Commission (HPC) plans to install a permanent interpretive exhibit at the new Hailey Rodeo Park Interpretive Center. The exhibit – which will occupy a 768 square foot gallery space – will tell the story of how the Hailey rodeo has evolved through the years and its impact and importance in the development of Hailey. The project includes historical research and documentation, exhibit design, fabrication and installation.

Tracy Anderson

Tracy Anderson
Grant Administrator

August 31, 2010
Date

Section 1. Project Summary

Project Description

The City of Hailey Historic Preservation Commission (HPC) plans to install a permanent interpretive exhibit at the new Hailey Rodeo Park Interpretive Center. The exhibit will tell the story of how the Hailey rodeo has evolved through the years and its impact and importance in the development of Hailey. It is envisioned that these stories, like all stories, have threads that reach into the town's broader history, thereby extending the breadth of the storytelling beyond the boundaries of the rodeo site. Most of the Hailey community is unfamiliar with the story of the rodeo site prior to 1949, and these early stories will also be included in the project. The project includes historical research and documentation, exhibit design, fabrication and installation.

Project Location

The project is located at the site of the new Hailey Rodeo Park, the largest public works project to be undertaken within the city for many years. The Hailey Rodeo Park lies along Hailey's Main Street, as one enters Hailey proper from the south. This site is the location of Hailey's original rodeo arena. Hailey's historic *Days of the Old West Rodeo* was founded in 1949, and is currently one of Hailey's largest tourist events each year. The old arena was structurally unsound and noncompliant with ADA requirements, leading to a new master plan for the rodeo grounds property that involved demolishing the old arena and building a new arena, building an Interpretive Center attached to the rodeo arena, adding a separate ice rink, and expanding Hailey's existing world class skatepark.

The Hailey Rodeo Park Interpretive Center, with 768 square feet of gallery space, is located at this major public facility and will be the permanent home of the proposed interpretive exhibit. Please see the attached floor plan for the interpretive center.

Detailed Scope of Work

The primary objective of the project is to preserve, celebrate and communicate the history of one of Hailey's, and the West's, most valuable cultural assets: the rodeo. The rodeo is an icon of western culture, and the City of Hailey HPC and Hailey citizens see this project as an opportunity to document and explore the role the Hailey rodeo has played in Hailey society.

The proposed exhibit would include historic photographs, oral histories, interpretive displays, dioramas and artifacts. Exterior interpretive displays and elements will also be incorporated at the entryways to the interpretive center.

In Phase I, the Hailey HPC will work with an historian to collect data and conduct research. Florence Blanchard has agreed to serve as the project's historian. Hailey would post a public notice of the project, advising the public of the search for any and all information related to the rodeo site's history. The team will collect existing documented stories, Hailey historical information and photographs from known sources, such as the Mallory Collection of historic photos in the Hailey Public Library; and documents, information and artifacts in the Blaine County Historical Museum, Community Library Association Regional History Department (Ketchum) and Idaho State Historical Society Public Archives and Research Library. A report of findings and recommendations would be prepared. The team would assess this documentation and make an initial determination of items of high value to the project. Phase I is a standalone project segment for which this application seeks funding. The remainder of the scope of work described herein would occur in Phase 2.

The Community Library Association Regional History Department has agreed to assist with completion of six oral histories for the project. The team anticipates interviews with a number of Sawtooth Rangers (rodeo founders and managers since 1947) and a number of long-time Hailey citizens with connections to the rodeo. The City of Hailey HPC would work with the Community Library to plan and conduct the interviews. The interviews would be transcribed and indexed and would become part of the permanent collection in the Community Library Association Regional History Department. A second copy of all interview materials will be kept in the permanent collection of the Hailey Public Library. The team anticipates using quotes, both written and audible, in the interpretive exhibit.

The Hailey HPC will work with two exhibit designers to complete preliminary and final designs for the interpretive center displays. Evelyn Phillips has joined the team to assist with design of one-dimensional exhibits involving text,

illustrations and photographs. The Hailey HPC is currently seeking a team member to assist with three-dimensional exhibits.

Once the designs are complete an RFQ will be issued to contract with a firm to provide the fabrication and installation of the exhibit.

Completion of the exhibit installation will be celebrated with an open house, inviting the community to attend.

Key resources for the project are the Sawtooth Rangers, the Blaine County Historical Museum, the Idaho State Historical Society Public Archives and Research Library, the Community Library Association Regional History Department and the Hailey Public Library and its Mallory Collection. The Mallory Collection consists of more than 1,500 original prints and 1,700 glass plate, safety and nitrate negatives of lakes, scenic vistas, mining towns, early settlements and cultural events in Hailey and the surrounding area.

Project Importance

The Hailey community has deep cultural roots in the Hailey rodeo, and it is essential that the history of the site be preserved, celebrated and communicated. In the spring and summer of 2009, Madeline Buckendorf Consulting, LLC, performed an intensive-level survey and provided historic documentation for the Hailey rodeo grounds property. This survey was made possible by a CLG grant from the Idaho State Historic Preservation Office. The Historic Sites Inventory Report states that the rodeo grounds are "historically significant under Criterion A, for its role in recreation and entertainment in Blaine County, as well as its role in the community development of Hailey. The structures that function for the rodeo reflect the area's longtime ranching history and nostalgia for "cowboy" traditions. It also exemplifies the role rodeo activities played in community development of Hailey during the twentieth century." While it was determined that siting, safety and ADA issues precluded the preservation of the structure, Hailey city officials, the HPC and the Hailey community are adamant that the history of the rodeo and the rodeo site be preserved, celebrated and communicated as a condition of building a new rodeo facility.

In 1903, the land presently occupied by the rodeo grounds and school sports fields was deeded to the City of Hailey. Civic leaders used the deeded property for a park (called Wertheimer Park), racetrack, and ball field over the next decades. In 1947, the Sawtooth Rangers Riding Club was formed, and planned a small rodeo event for the site. The rodeo was so successful the Rangers developed a leasing arrangement with the city and constructed a more permanent structure on the site the following year. In 1949, the Sawtooth Rangers expanded the rodeo to a two day event coinciding with Hailey's annual Fourth of July parade – the *Days of the Old West Rodeo* was born. Over the last 20 years this professional-level, award-winning rodeo has drawn more than 3,000 people annually. The rodeo grounds are a monument to the region's ranching heritage, as well as a reminder of the cooperative community efforts that helped shape Hailey's history and development.

The proposed exhibit will help to preserve this important aspect of Idaho's history and culture by making the rodeo's impact and meaning understandable to the citizenry. People from all walks of life will see this exhibit because the Interpretive Center is located adjacent to the new arena, ice rink and skatepark facilities. In addition to rodeo participants and fans, youth, sports fans and participants, and a host of other venue users, residents and tourists, will likely visit the Interpretive Center and see the exhibit, which will be open year round.

Lasting Legacy

The Interpretive Center will be an integral part of the new Hailey Rodeo Park. The stories, photographs, artifacts, and dioramas will tell the story of how this particular geographic location in Hailey has represented a focal point for community involvement and community pride. The Interpretive Center is intended to provide a "lasting legacy" keeping alive the rich history and tradition that has been such an important part of this community.

Ensuring Historical/Cultural Accuracy

The City of Hailey HPC will ensure historical/cultural accuracy for the exhibit by working with qualified scholars and oral historians to conduct the research necessary to achieve this goal. Through archival records from the Blaine County Historical Museum, The Hailey Public Library (the Mallory Photograph Collection), the Regional History Department

of the Ketchum Community Library and the Idaho State Historical Society, as well as interviews with long-time residents, data collected will be verified and cross referenced to ensure accuracy.

Section 2. Financial Need

Grant Funds Are Critical to Overall Funding Package

Acquiring Idaho State Historical Society grant funds for Phase I, the historical research, is critical to the overall funding package for this project. The Hailey Rodeo Park construction has a tight budget, largely acquired through a bond that was approved by Hailey voters earlier this year. The bond issue included funding for the Interpretive Center structure, but did not include funding for the interpretive exhibit. The project broke ground this summer, with fundraising for the project ongoing.

The Hailey Capital Projects Fund is a finite fund, without a consistent replenishing revenue stream. Hailey has $30 million dollars worth of capital infrastructure projects that need to be completed in the city and a Capital Projects Fund of less than $3 million. Hailey's policy is to use the Capital Projects Fund as a leveraging fund to secure grants to complete these projects. Hailey will allocate a portion of the Capital Project Fund to the interpretive exhibit, but that allocation must be leveraged with other funding.

For Phase 2, the oral histories and exhibit design, fabrication and installation, Hailey plans to submit a grant application to the Idaho Humanities Council for this project. Hailey also plans to submit a grant application to the National Endowment for the Humanities under its *America's Historical and Cultural Organizations: Implementation Grants*. And Hailey will seek a number of corporate and individual sponsors for the project. A grant award from the Idaho State Historical Society will improve Hailey's chances of success with these applications.

Grant Funds Allow for Project Completion

The successful acquisition of Idaho State Historical Society grant funds is essential to completing Phase I. With Phase I completed, Hailey will have valuable documentation of the rodeo's history. This is a large exhibit project, with multiple sources of funding required. The receipt of a grant award is strategically important to success with other funding sources, and Hailey is confident of acquiring all funding necessary to complete the project.

Grant Funds are Part of a Larger Project

The funding for the Hailey Rodeo Park, which includes the Interpretive Center structure, is in place. Idaho State Historical Society funding would allow Hailey to complete the historic research so important to preserving the rodeo's history. Even if the remainder of the project is never realized, the historic documentation is of high value as a standalone permanent record.

Section 3. Collaboration

Collaborator Roles

Blaine County Historical Museum: Assist in initial data acquisition and assessment, loan historical artifacts from their storage facility that would complement the Interpretive Center displays. The museum has a large collection of photographs and artifacts that will be extremely important in the research and development of displays for the Interpretive Center. The project historian and exhibit designers will be working closely with the museum during the research and design stages of the project.

Hailey Public Library: Allow access and use of the Mallory Photographic Collection. The Mallory photographs are an important source of historical information and reproductions of the photographs will be incorporated into the exhibit.

Sawtooth Rangers Riding Club: Provide oral histories relating to the early days of the rodeo, offer design review of exhibits to ensure accuracy, manage future rodeos at the site to illustrate the history represented by the events.

Community Library Association Regional History Department: Play a major role in organizing and conducting the oral histories that will become a key part of the exhibits at the Interpretive Center.

Scholar Qualifications and Roles

Florence Blanchard, Project Historian: Florence has considerable experience researching and documenting the history of the region. For the past nine years she has been working with the Idaho Heritage Trust as a grant writer and historical researcher. She was project director for the "Hailey Centennial Photo Essay Project." In addition she has published several articles in *Sun Valley Magazine* covering historical topics such as Ezra Pound, women's suffrage, and the Chinese in the Wood River Valley.

Section 4. Anticipated Benefits

Benefits to Hailey HPC and Preservation of Idaho's History and Culture

Since its inception, the City of Hailey HPC has made steady progress in fulfilling its mission of promoting the historic, architectural, archaeological and cultural heritage, features and qualities of Hailey. With the successful conclusion of the Hailey Rodeo Park Interpretive Center Exhibit, the commission's reputation will be enhanced and the historic preservation program will be noticed and seen in a positive light, all leading to a greater ability to attract donations and compete for grant funding for additional preservation projects. The HPC is committed to completing this project with a high degree of professionalism.

Without this project, the history of the Hailey rodeo has the potential to fade into anonymity. Newcomers who enjoy the new rodeo arena will have little, if any, idea of how the Hailey rodeo was born and how it evolved and how it both reflected and shaped the history of the town and the area. Old-timers may remember and tell rodeo stories, but if those stories are not captured soon, they could be lost forever. The Hailey Rodeo Park Interpretive Center Exhibit will assist the Hailey HPC in better preserving this part of Idaho's history and culture.

Benefits to the Community/Region/State and Lasting Legacy Benefits

The project benefits the community by preserving an important part of its history, and making that history accessible to current and future generations of Hailey citizens and visitors.

The project benefits the community, region and state by preserving the history of an icon of Western culture: the rodeo. Rodeo has played a large part in the rich history of towns throughout Idaho. Those who visit Hailey from other parts of Idaho can enjoy and learn from this exhibit for many years to come, and perhaps it will give these viewers pause to remember the rodeos of days gone by in their own home towns, or to cherish those rodeos that are still in operation.

The project benefits the community, region and state because it is a heritage tourism attraction. Hailey, as part of the larger Sun Valley area, relies on tourism as part of its economic base. The many tourists who already visit Idaho, the region or Hailey would have one more reason for visiting. And the ongoing development of heritage tourism assets throughout the state makes it more marketable as a tourist destination.

As mentioned earlier, stories that are not recorded will fade from collective memory. The original uses for the property, prior to the construction of the original rodeo stadium are already only vaguely remembered by a few. The Interpretive Center will collect and share those stories for all future generations of Hailey citizens and visitors adding to the rich fabric of Hailey history.

Section 5. Project Administration

Projected Project Timeline

The Hailey Rodeo Park Interpretive Center Exhibit must be executed to coincide with the construction of the facilities in the Hailey Rodeo Park (new arena, new ice rink, expanded skatepark and new Interpretive Center). The current schedule has the arena and ice facility being complete prior to the July 4, 2011 rodeo. The skatepark expansion and Interpretive Center construction would commence following the July 4, 2011 rodeo with completion in the spring of 2012.

Project Task Timeline

Task 1	Project Management & Administration	10/01/10 – 06/30/12

Phase I

Task 2	Research & Documentation	10/01/10 – 05/31/11

Phase II

Task 3	Oral Histories	04/01/11 – 07/31/11
Task 4	Preliminary Exhibit Design	06/01/11 – 07/31/11
Task 7	Final Exhibit Design	08/01/11 – 11/30/11
Task 8	Request for Bids – Fabrication & Installation	01/01/12 – 02/28/12
Task 9	Fabrication & Installation	03/01/12 – 05/31/12
Task 11	Dedication Celebration	June 2012

Budget, Cash Match, In-Kind and Use of Grant Funds

Item	Grant Funds	Hailey Match *	In Kind	Total
Personnel				
Project Manager (Volunteer) Rob Lonning 160 hrs @ $25/hr	0	0	4,000	4,000
Grant Administrator/Project Support (City Staff) Tracy Anderson / 160 hrs @ $28/hr	0	4,480	0	4,480
Subtotals	*0*	*4,480*	*4,000*	*8,480*
Tasks				
Research & Documentation (Florence Blanchard)	2,500	2,500	0	5,000
Oral Histories / 6 @ 25 hours x $20/hour (Community Library Regional History Dept.)	0	0	3,000	3,000
Preliminary & Final Exhibit Design 768 sq. ft. x $75/sq. ft. (1. E. Phillips / 2. TBD)	0	45,000	12,600	57,600
Fabrication & Installation 768 sq. ft. x $125/sq. ft. (Subject to Bid)	0	96,000	0	96,000
Subtotals	*2,500*	*143,500*	*15,600*	*161,600*
GRAND TOTALS	**2,500**	**147,980**	**19,600**	**170,080**

** Hailey's match may be funded through other grants or donations.*

Administration and Management

Grant Administration

Tracy Anderson, Hailey Grant Administrator, will provide grant administration and project support. Her grant administration experience includes a current roster of nine grant projects from both federal and state agencies, with a combined project value of approximately $800,000. Ms. Anderson has been with the City of Hailey for six years, and has 17 years of experience in marketing and communications for a large multidiscipline consulting engineering firm.

Project Management

Dr. Rob Lonning, Project Manager, is the current Chairperson of the Hailey Historic Preservation Commission (HPC). He has nearly forty years of experience as an educator and has been involved with the HPC since its inception. During his tenure as chair of the HPC three historic buildings in Hailey have been added to the National Register of Historic Places and in 2009 he was co-director of a successful State Historic Records Advisory Board (SHRAB) grant that resulted in the digitization and uploading to the Internet of the historic Martyn Mallory Photographic Collection.

AGENDA ITEM SUMMARY

DATE: 09/13/10 **DEPARTMENT:** Public Works **DEPT. HEAD SIGNATURE:** _____

SUBJECT:

Request approval for a Hailey Autocross Special Event on 09/25/10 at the Hailey Airport/Atlantic Aviation.

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☐ City Ordinance/Code Chapter 12.14
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

ALL OF THIS EVENT WILL BE HELD ON PRIVATE PROPERTY.

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: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Special Event Heads approved with the following recommendations/conditions:

- Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- This special event is within the Airport (A) zoning district. No provisions exist within the zoning code to address special events within this zoning district; however the Special Event standards address and mitigate neighborhood impacts.

FOLLOW-UP REMARKS:

DECISION

Based on the Application for a Special Event Permit for the Hailey Autocross, 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.

Other Conditions

a. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
b. This special event is within the Airport (A) zoning district. No provisions exist within the zoning code to address special events within this zoning district.

DATED this 13th day of September, 2010.

CITY OF HAILEY

By: _____
Rick Davis, its Mayor

CITY OF HAILEY

By: _____
Mary Cone, its City Clerk

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Hailey Autocross that will occur on September 25 & 26, 2010 from 9:00 a.m. to 6:00 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 13th day of September, 2010.

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 EST. 1881

SPECIAL EVENT PERMIT APPLICATION

RECEIVED AUG 17 2010

I. EVENT NAME: Hailey Auto Cross #6261

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

Hailey Airport – Atlantic

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
Sept. 25, 2010	Start Time: 9:00 AM End Time: 6:00 PM	One Hour Interval: All Day: 100
Sept. 26, 2010	Start Time: 9:00 AM End Time: 6:00 PM	One Hour Interval: All Day: 100
Date of Set-Up		
	Start Time: End Time:	
Date of Tear Down		
	Start Time: End Time:	

IV. FEES

Special Event Permit Application Fee	$125	☐	125 –
Per Day Park Rental Fee	$200	☐	
Security Deposit	$500	☐	
Tax (on park rental fees only)	6%	☐	
TOTAL DUE			125 –
Additional Deposit Required		☐	

V. ORGANIZATION INFORMATION

Applicant's Name: Chuck Christopher Title:

Mailing Address: P.O. Box 4746 - Ketchum Zip Code:

Street Address: 101 Hyndman Creek Rd City: Hailey State: Idaho

Day Telephone: 788-9639 Evening Telephone: 788-1414

FAX Number: 788-1414 E-Mail Address: chuckinketchum@aol.com

Applicant Driver's License #: _____

Sponsoring Organization: SNAKE RIVER SCCA

Non-Profit: (Yes) No Tax Exempt #: _____

Federal Tax #: _____ State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes _____ No X Annual Event: Yes X No _____ Years Operating #2

Event Category: ☐ Commercial ☐ Noncommercial

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

Description of Event:
AUTOCROSS – RACE CARS THRU CONES FOR TIME.

Additional Details:

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 CityClerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of he application.

Insurance Company: _____ Agent Name: _____

Address: _____ Phone: _____

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City ofHailey, 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 therefrom, and (2) is not caused by any negligent act or omission of willful misconduct of the City ofHailey 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 serices. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendorsbooths, and any other major services or activities planned

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
	X	**Street Closures & Access / Parade** Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.		X	**Alcohol Served (Free of Charge)** (name of provider)
				X	**Alcohol Sold** Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)
	X	**Street Closures & Access /Parade** require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods	X		**Food/Beverages** will be served (List Caterers): BOY SCOUTS
#	X	**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?_____ AIRPORT WOULD BE FIRST RESPONSE		X	
#	X	**Security** (detail who, number of officers, times. Attach plan)	#	X	**Booths:** Profit / Non-Profit
	X	**Traffic Control / Shuttle Buses** (Number of buses / locations / hours of operation, attach plan.)		X	**Lighting plan:** attach plan
# 1		**Electricity / Generators** (Size 2 HP) Attach detailed electrical plan.		X	**Activities / Entertainment** (Agenda) Other equipment or entertainment
				X	**Signs or Banners:** sign permit may be required by the City Planning and Zoning Department
X		**Water** (Drinking / Washing (circle)			**Stages** (Number and Size(s)_____)
	X	**Gray Water Barrel / Grease Barrel** (circle /detail # and locations)	#	X	**Barricades.** How many identify locations and attach logistics map
		Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)	# 100		**EVENT estimated attendance**
#		**Porta Toilets / Wash Stations** (Quantity ADA Regular)	#		Number of staff working event
			# 0		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 ofHailey, 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: _____ **Date:** 5-12-2010

I AM NOT ORGANIZER- I AM THE ONLY LOCAL

9/25/10

On ~~October 3rd~~, Freidman Airport and Atlantic Aviation will host Snake River SCCA for a day of autocross and.... residents of the Wood River Valley are invited to bring their cars and chase cones. The course will be set with traffic cones on the asphalt where airplanes are parked and tied down. (Business at the airport and commercial runway will not be shut down)

Everyone is welcome and the cost is minimal.

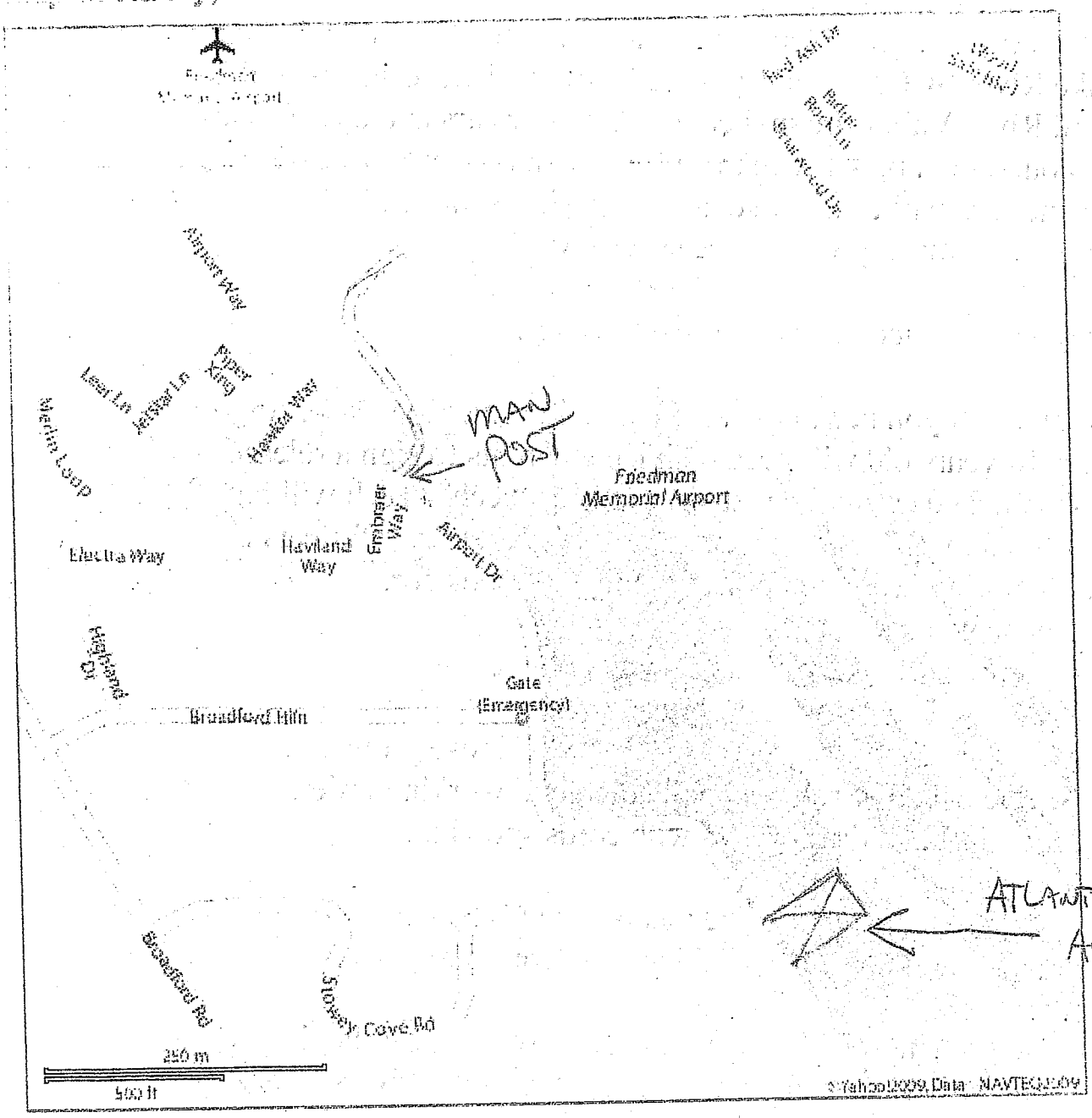
To enter all you need is a car and a valid driver's license. Anyone under 18 years old will need both legal parents to sign a release at the event. The car will be required to pass "tech". Tech will be performed by SCCA members. They will be looking for cars in good working order. Specifically, they will look for:

1. Loose wheels or bearings
2. Insecurely held down batteries, a rubber cover over the positive post.
3. Messy cars – including the trunk. "NO" loose projectiles.
4. Seatbelts and attachment points in good working order.
5. Underinflated tires or tires with cords showing.
6. Cars with fluid leaks.
7. A Snell 2000 approved helmet is required, some loaner helmets are available if you don't have one.

Course walking will begin at 7:00 a.m. Sign up will begin at 8:00 a.m. and will close at 9:00 a.m. There will be a drivers' meeting around 9:30. At the driver's meeting, drivers will be split into two groups. This allows everyone who drives to work the course when not driving. The first car will start at about 10:30 a.m. Everyone will get four morning runs followed by a lunch break. After lunch everything is repeated with four more runs for every driver. The best part..... only your fastest run counts.

For information : Chuck Christopher 788-1414
chuckinketchum@aol.com

RECEIVED



When using any driving directions or map, it's a good idea to do a reality check and make sure the road still exists, watch out for construction, and follow all traffic safety precautions. This is only to be used as an aid in planning.

HAILEY AUTOCROSS

CHUCK CHRISTOPHER

720-2727

AGENDA ITEM SUMMARY

DATE: 09/13/10 **DEPARTMENT:** Public Works **DEPT. HEAD SIGNATURE:** _____

SUBJECT:

Request approval for WRHS Homecoming Parade Special Event on 09/16/10.

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☐ City Ordinance/Code Chapter 12.14
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

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: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Special Event Heads approved with recommendations/conditions:

a. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
b. This special event is within the Business (B) zoning district and Arts & Entertainment is a permitted use.

FOLLOW-UP REMARKS:

DECISION

Based on the Application for a Special Event Permit for the WRHS Homecoming Parade, 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 Conditions

a. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
b. This special event is within the Business (B) zoning district and Arts & Entertainment is a permitted use.

DATED this 13th day of September, 2010.

CITY OF HAILEY

By: _____
Rick Davis, its Mayor

ATTEST:

_____
Mary Cone, its City Clerk

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the WRHS Homecoming Parade that will occur on September 16, 2010 from 2:30 p.m. to 3:15 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 13th day of September, 2010.

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

file

SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: WRHS Homecoming Parade

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

WRHS - Spruce Street Main/Highway 75 Elm to H.S.

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
	Start Time: 2:30	End Time: 3:15	One Hour Interval: All Day: 45 min est.
9/16/10	Start Time:	End Time:	One Hour Interval: All Day:
Date of Set-Up: na	Start Time:	End Time:	
Date of Tear Down: na	Start Time:	End Time:	

IV. FEES

Special Event Permit Application Fee	$125	☒	125.00
Per Day Park Rental Fee	$200	☐	
Security Deposit	$500	☐	
Tax (on park rental fees only)	6%	☐	
TOTAL DUE			
Additional Deposit Required		☐	

V. ORGANIZATION INFORMATION

Applicant's Name: Wood River High School Title: contact: Stephanie Spindler

Mailing Address: 1250 Fox Acre Rd Zip Code: 83333

Street Address: 1250 Fox Acre Rd City: Hailey State: ID

Day Telephone: 208-578- Evening Telephone: 208-788-4459

FAX Number: 208-578-5120 E-Mail Address: sspindler@blaineschools.org

7/15/2009 3

Applicant Driver's License #: _____

Sponsoring Organization: Wood River High School

Non-Profit: (Yes) No — Tax Exempt #: –

Federal Tax #: 82-6001220 — State Tax #: –

VI. EVENT INFORMATION

New Event: Yes ✓ No ____ Annual Event: Yes ✓ No ____ Years Operating ____

Event Category: ☐ Commercial ☒ Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): 0

Description of Event: see attached – Parade Homecoming – 22-30 Floats from highschool

Additional Details:

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 those 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: Moreton & Co. – Idaho Agent Name: Allan Ranstrom

Address: POBx 191030 Boise ID Phone: 208-321-9300

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):
# ✓		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?_____			
#	✓	Security (detail who, number of officers, times, Attach plan)	#	✓	Booths: Profit / Non-Profit
50	✓	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)		✓	Lighting plan: attach plan
#	✓	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)	#		Barricades. How many Identify locations and attach logistics map
	✓	Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)	# 2,000		EVENT estimated attendance
#	✓	Porta Toilets / Wash Stations (Quantity ADA Regular)	# 50		Number of staff working event
			#		Number of volunteers working

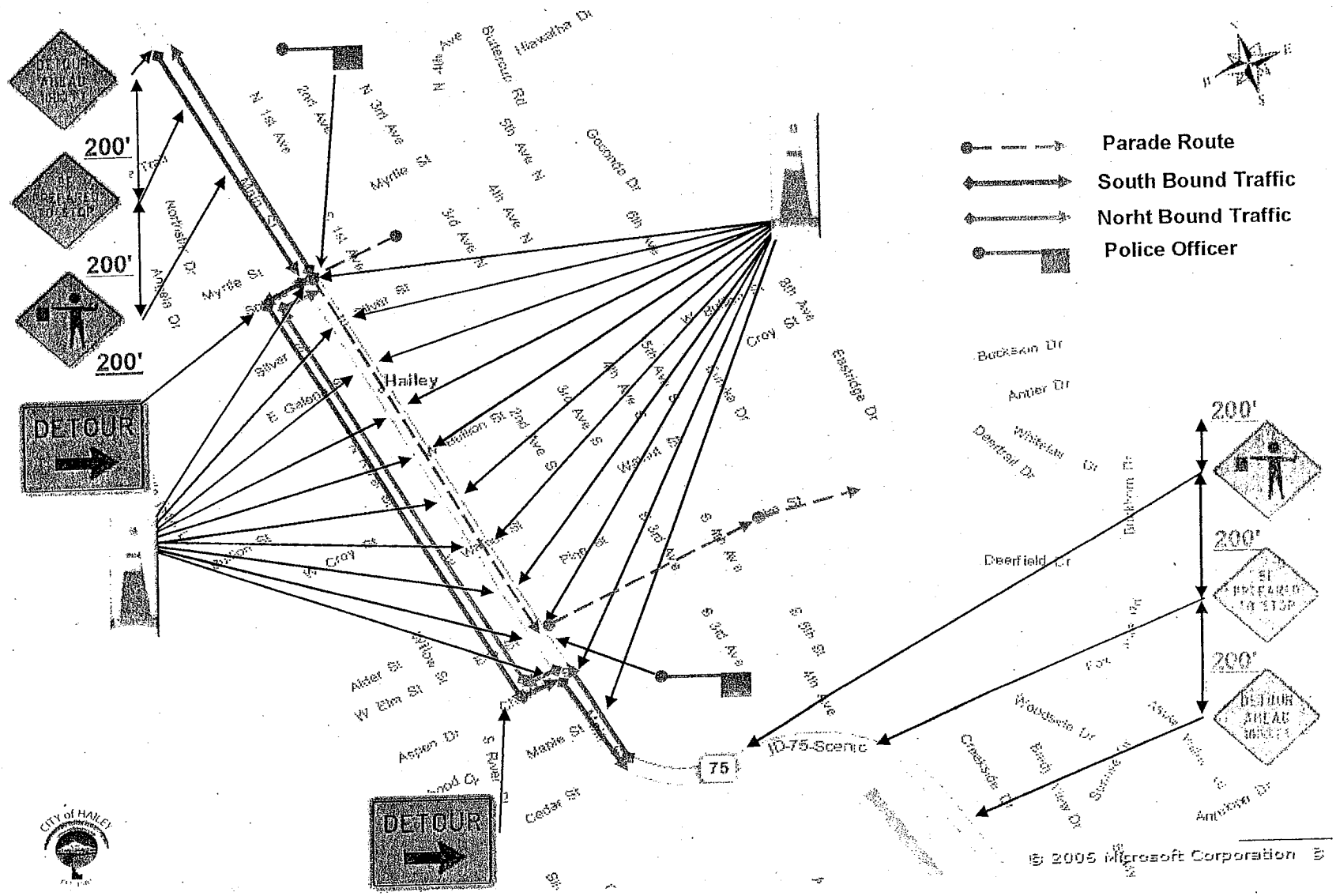
I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees 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: _____ Date: 8/31/10

7/15/2009

5

HAILEY Homecoming parade TRAFFIC DETOUR ROUTE



ALL SIGNS WILL BE RETRO REFLECTIVE 48" X 48"
CONES WILL BE 36" WITH RETRO REFLECTIVE STRIPES
ALL SIGN SPACING WILL BE AT 200'

THERE WILL BE 8 CONES PER INTERSECTION ON MAIN ST

ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID SMM
BLAIN-4

DATE (MM/DD/YYYY): 09/01/10

PRODUCER

Premier Insurance - Boise
P.O. Box 5815
Boise ID 83705-5815
Phone: 208-433-1000 Fax: 208-433-1151

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Continental Western Insurance	10804
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

INSURED

Blaine County School District
#61
116 W. Bullion St.
Hailey ID 83333

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A		GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC	SCP287993921	07/01/10	07/01/11	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Emp Ben.	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 1,000,000 $ 1,000,000 1,000,000
A		AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS	SCP287993921	07/01/10	07/01/11	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
		GARAGE LIABILITY ANY AUTO				AUTO ONLY - EA ACCIDENT OTHER THAN AUTO ONLY: EA ACC AGG	$ $ $
A		EXCESS / UMBRELLA LIABILITY X OCCUR CLAIMS MADE DEDUCTIBLE X RETENTION $	CU287994121	07/01/10	07/01/11	EACH OCCURRENCE AGGREGATE	$ 4,000,000 $ 4,000,000 $ $ $
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $
		OTHER					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

RE: Homecoming Parade September 17th 2010.

CERTIFICATE HOLDER

CITYHAI

City of Hailey
Fax- 208-788-2924
115 Main Street South, Ste H
Hailey ID 83333

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2009/01)

AGENDA ITEM SUMMARY

DATE: 9/9/10 **DEPARTMENT:** Finance & Records **DEPT. HEAD SIGNATURE:**

SUBJECT:
Clay Rawlings Taxi

AUTHORITY: ☐ ID Code _____ ☐ IAR _____ ☒ City Ordinance/Code 5.20
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:
Clay Rawlings Taxi has filed for a new taxi license.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:
Approve Clay Rawlings Taxi License. The license has been approved by Hailey PD.

ADMINISTRATIVE COMMENTS/APPROVAL:

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

---

ACTION OF THE CITY COUNCIL:
Date _____
City Clerk _____

FOLLOW-UP:
*Ord./Res./Agmt./Order Originals: *Additional/Exceptional Originals to: _____
Copies (all info.): Copies
Instrument # _____

AUTO TRANSPORTATION SERVICE BUSINESS LICENSE APPLICATION

RECEIVED
SEP 02 2010

LICENSE FEES:

New or Renewal (License application for full year Jan. 01 – Dec.31)	$250.00
Fingerprint Processing (If applicable)	$34.00
TOTAL:	250.00

OFFICE USE ONLY

NEW ✓ RENEWAL ____

APPROVED ✓ DENIED ____

POLICE CHECK ✓

EXPIRES ANNUALLY ON DECEMBER 31ST

Clay Shannon Rawlings

Owner Driver's License Number FA127069 C Owner Date of Birth June 5, 1961

Number of Vehicles Operated by Business one

1. Have you within the last three (3) years: been convicted of, or received a withheld judgment, been placed on probation, forfeited a bond for failure to appear for any felony or misdemeanor charge, or have any outstanding warrants? Yes ____ No XX

If yes, please explain: ____

2. Have you had a similar license revoked, denied or suspended by this city or any other city of this state, or of the United States, within the past three (3) years? Yes ____ No XX

If yes, please explain: ____

AGENDA ITEM SUMMARY

DATE: 9/13/10 **DEPARTMENT:** Finance & Records **DEPT. HEAD SIGNATURE:**

SUBJECT:
Alcohol Beverage License Renewals

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:
Annual renewal of alcohol beverage licenses, which expire each year on July 31.

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:
Approve the following alcohol beverage licenses, which have been approved by HPD.

J. Alyson

ADMINISTRATIVE COMMENTS/APPROVAL:

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

---

ACTION OF THE CITY COUNCIL:
Date _____
City Clerk _____

FOLLOW-UP:
*Ord./Res./Agmt./Order Originals: *Additional/Exceptional Originals to: _____
Copies (all info.): Copies
Instrument # _____

ALCOHOL BEVERAGE LICENSE APPLICATION

APPLICATION FOR:

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

TOTAL DUE: _____

APPLICATION IS:

New License ☐
Renewal ☒
Transfer ☐

Applicant Name: Dianna Whitesell

Business Name: J, Alyson

Business Physical Address: 1610 Airport Way Hailey

Business Mailing Address: Box 1716 Hailey, ID 83333

Business Phone Number: 208-578-2252

Property Owner (if different from applicant): _____

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

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

Dianna Whitesell
Applicant Signature

8-31-10
Date

Subscribed and sworn to before me this 31st day of August, 2010

Jennifer L. Maddox
Notary Public OR City Clerk

Residing at: Hailey
My Commission Expires 4-21-2010

JENNIFER L MADDOX
Notary Public
State of Idaho

Official Use Only

State License No. _____

County License No. _____

City License No. _____

Date Approved by Council _____

_____
Chief of Police

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

15/03/Alcohol Beverage License (6/22/05)