



**CITY OF KETCHUM, IDAHO**

**CITY COUNCIL MEETING**

Monday, December 18, 2023, 4:00 PM  
191 5th Street West, Ketchum, Idaho 83340

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**AGENDA**

**PUBLIC PARTICIPATION INFORMATION**

Public information on this meeting is posted outside City Hall.

**We welcome you to watch Council Meetings via live stream.**

You will find this option on our website at [www.ketchumidaho.org/meetings](http://www.ketchumidaho.org/meetings).

**If you would like to comment on a public hearing agenda item, please select the best option for your participation:**

- Join us via Zoom (*please mute your device until called upon*)  
**Join the Webinar:** <https://ketchumidaho-org.zoom.us/j/84206623867>  
Webinar ID:842 0662 3867
- Address the Council in person at City Hall.
- Submit your comments in writing at [participate@ketchumidaho.org](mailto:participate@ketchumidaho.org) (*by noon the day of the meeting*)

*This agenda is subject to revisions. All revisions will be underlined.*

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**CALL TO ORDER:** By Mayor Neil Bradshaw

**ROLL CALL:** Pursuant to Idaho Code Section 74-204(4), all agenda items are action items, and a vote may be taken on these items.

**COMMUNICATIONS FROM MAYOR AND COUNCILORS:**

1. Public comments submitted

**CONSENT AGENDA:**

*ALL ACTION ITEMS - The Council is asked to approve the following listed items by a single vote, except for any items that a Councilmember asks to be removed from the Consent Agenda and considered separately.*

2. Recommendation to approve minutes of December 4, 2023 – City Clerk Trent Donat
3. Authorization and approval of the payroll register – Treasurer Shellie Gallagher
4. Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills – Treasurer Shellie Gallagher

5. Recommendation to receive and file monthly Treasurer's financial reports - Treasurer Shellie Gallagher
6. Recommendation to receive and file year-end (FY23) Treasurer's financial reports - Treasurer Shellie Gallagher
7. Recommendation to approve Purchase Order 24057 related to reimbursement of additional subgrade site excavation remediation for Old City Hall/Bluebird Community Housing site - City Administrator Jade Riley
8. Recommendation to approve Resolution 23-014 establishing 2024 Traffic Authority meeting dates (corrected) - Administrative Assistant Streets & Facilities Kelli Trapp
9. Recommendation to approve Resolution 23-020 appointing members to the Ketchum Arts Commission - Events Manager Eryn Alvey
10. Recommendation to approve Purchase Order 24055 with HDR Engineering for aeration upgrades construction services - Wastewater Division Supervisor Mick Mummert
11. Recommendation to approve Purchase Order 24056 with McClure Policy, LLC for governmental relations services during the 2024 Idaho Legislative Session - City Administrator Jade Riley
12. Recommendation to approve Resolution 23-021 for updated City of Ketchum Employee Handbook - City Administrator Jade Riley
13. Recommendation to approve Resolution 23-022 for the surplus of various items via Public Surplus auctions - City Clerk & Business Manager Trent Donat
14. Recommendation to approve Resolution 23-019 for revised procurement policies and procedures - City Administrator Jade Riley & City Clerk & Business Manager Trent Donat
15. Recommendation to approve Resolution 23-023 reserving the forgone amount for fiscal year 2024 for potential use in subsequent years - City Clerk & Business Manager Trent Donat
16. Recommendation to approve Memorandum of Understanding (MOU) 23-019 with City of Sandpoint, Resort Cities Coalition (RCC) member - City Administrator Jade Riley

**PUBLIC HEARING:**

17. Recommendation to hold a public hearing and approve the See View & Saddle Light Lot Line Shift Application - Associate Planner Adam Crutcher

**NEW BUSINESS:**

18. Recommendation to approve FY23 Independent Financial Audit - Treasurer Shellie Gallagher and Brady Workman, Workman & Company

**EXECUTIVE SESSION:**

19. Pursuant to Idaho Code 74-206(1)(c) - To acquire an interest in real property not owned by a public agency.

**ADJOURNMENT:**