



**CITY OF KETCHUM, IDAHO**

**\*\*SPECIAL MEETING\*\* CITY COUNCIL**

Monday, June 12, 2023, 4:00 PM

191 5th Street West, Ketchum, Idaho 83340

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**AMENDED 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/86135816211>  
Webinar ID:861 3581 6211
- 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:**

*City 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 May 15, 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 approve alcohol beverage licenses - Business & Tax Specialist Kelsie Choma

6. Recommendation to Approve Right-of-Way Encroachment Agreement 22853 for placement of telecommunications infrastructure in the alley between Washington Ave and First Ave, and Wood River Dr and Second St - Project Manager Forsgren Associates Inc Robyn Mattison
7. Recommendation to Approve Right-of-Way Encroachment Agreement 22856 for the placement of two electronic radar speed signs on S. Bigwood Drive - Project Manager Forsgren Associates Inc Robyn Mattison
8. Recommendation to Approve Right-of-Way Encroachment Agreement 22855 for the placement of a new power pole with guy wire on 4th Avenue and Williams Street - Project Manager Forsgren Associates Inc Robyn Mattison
9. Recommendation to approve Right-of-Way Encroachment Agreement 22864 for placement of a paver driveway on 120 Short Swing Lane Unit A - Project Manager Forsgren Associates Inc. Robyn Mattison
10. Recommendation to authorize the Mayor to sign U.S. Forest Service First-Right-of-Refusal letter – City Administrator Jade Riley
11. Recommendation to approve surplus resolution for police speed trailer – City Clerk & Business Manager Trent Donat
12. Recommendation to approve Interim Budget Request for Ketchum Arts Commission – Ketchum Arts Commission City Liaison Eryn Alvey
13. Recommendation to approve contracts 22858 and 22859 Art on Fourth Artist Loan Agreements – Ketchum Arts Commission City Liaison Eryn Alvey
14. Recommendation to approve trademark license agreement 22860 with Sawtooth Brewery – Public Relations & Administrative Services Manager Lisa Enourato
15. Recommendation to approve Purchase Order 23104 to purchase used vehicle for Parks & Recreation – Director of Recreation John Kearney
16. Recommendation to approve Purchase Order 23101 to purchase vehicle for Facilities Maintenance Department – Facilities Maintenance Supervisor Juerg Stauffacher
17. Recommendation to approve Purchase Order 23102 to purchase vehicle for Fire Department – Fire Chief Bill McLaughlin
18. Recommendation to approve Purchase Order 23103 for two Positive Displacement Blowers for the Wastewater Reclamation Facility – Wastewater Division Supervisor Mick Mummert
19. Recommendation to approve off-site street drainage facility location and maintenance agreement 22861 with Sun Valley Associates and St. Thomas Episcopal Church – City Administrator Jade Riley
20. Recommendation to approve contract for services 22863 to establish Housing Navigation System - Housing Director Carissa Connelly
21. Recommendation to approve Purchase Order 23106 for two Dell rugged laptops - Fire Chief Bill McLaughlin
22. Recommendation to Approve Findings and Order Approving the Permits Conditions Acceptance Agreement for the PEG Ketchum Hotel, Approve Findings and Order Granting an Amendment to PUD/CUP 19-063 for the PEG Ketchum Hotel, Approval of the Final Master Compiled Record of Proceedings for the PEG Ketchum Hotel - Executive Director, KURA Suzanne Frick
23. Recommendation to approve Right-of-Way Encroachment Agreement 22846 for the placement of new driveway pavers with snowmelt at 105 Sage Road - Senior Planner Abby Rivin
24. Recommendation to amend YMCA lease - City Administrator Jade Riley

25. Recommendation to approve Memo of Understanding 23-015 with Wood River Fire Rescue - Fire Chief Bill McLaughlin
26. Recommendation to approve Purchase Order 23111 with Murray Group to complete strategic assessment of employee benefit offerings - City Administrator Jade Riley
27. Recommendation to approve road closure for Special Event - Sun Valley Museum of Art Summer Celebration and Reopening - Events Manager & Administrative Liaison Eryn Alvey
28. Recommendation to approve Purchase Order 23108 and 23109 for painting and mural in Community Meeting Room - Public Affairs & Administrative Services Manager Lisa Enourato
29. Recommendation to approve Encroachment Agreement 22862 for Improvements on a Utility Easement Located at 110 Bear Lane - Associate Planner Adam Crutcher
30. Recommendation to approve Purchase Order 23110 Summer Solstice Celebration with Edge Event Celebrations - Events Manager & Administrative Liaison Eryn Alvey
31. Recommendation to approve first amendment to Task Order #4 with HDR Engineering related to on call miscellaneous transportation engineering projects - City Administrator Jade Riley

**PUBLIC HEARING:**

32. Recommendation to hold a public hearing and approve the Townhouse Preliminary Plat and Phased Development Agreement 22854 for the Crossbuck McNee Townhomes located at the corner of 2nd Ave and 7th Street - Director of Planning and Building Morgan Landers

**NEW BUSINESS:**

33. Review and discussion of Housing Action Plan - Year 2 - Housing Director Carissa Connelly
34. Review and discussion to implement Ownership and Preservation Program Policies - Housing Director Carissa Connelly
35. FY24 Budget Update – City Administrator Jade Riley
  - a. General Fund Five-Year Forecast
  - b. Local Option Tax Fund
  - c. Housing In-Lieu Fund
  - d. Enterprise Funds (water and wastewater)

**ADJOURNMENT:**