



CITY OF KETCHUM, IDAHO

CITY COUNCIL

Monday, March 07, 2022, 4:00 PM
191 5th Street West, Ketchum, Idaho 83340

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.

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

1. Join us via Zoom (*please mute your device until called upon*).
Join the Webinar: <https://ketchumidaho-org.zoom.us/j/84642377255>
Webinar ID: 846 4237 7255
2. Address the Council in person at City Hall.
3. Submit your comments in writing at participate@ketchumidaho.org (*by noon the day of the meeting*).

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

CALL TO ORDER: By Mayor Neil Bradshaw

ROLL CALL:

COMMUNICATIONS FROM MAYOR AND COUNCILORS:

1. Public Comment:
2. Communication from the City Administrator:

CONSENT AGENDA:

Note re: 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.

3. ACTION ITEM: Approve minutes of February 22, 2022, as submitted by Tara Fenwick, City Clerk.
4. ACTION ITEM: Authorization and approval of the payroll register, as submitted by Shellie Gallagher Rubel, Treasurer.

- [5.](#) ACTION ITEM: Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in a total sum of \$ 876,210.68 as submitted by Shellie Gallagher Rubel, Treasurer.
- [6.](#) ACTION ITEM: Recommendation to approve road closures for Special Events, as submitted by Lisa Enourato, Administrative Services Manager.
- [7.](#) ACTION ITEM: Recommendation to approve P.O. #22066 for Paint Striping, as submitted by Brian Christiansen, Director of Streets and Facilities.
- [8.](#) ACTION ITEM: Recommendation to approve Memorandum of Understanding (MOU) #22-001 with Wood River Land Trust related to Warm Springs Preserve Creek Restoration, as submitted by Jade Riley, City Administrator.

PUBLIC HEARING:

- [9.](#) ACTION ITEM: Recommendation to hold a Public Hearing and Adopt Resolution 22-016; Adopting Fee Schedule for Short-term Rental Registration Program, as submitted by Jade Riley, City Administrator.
- [10.](#) ACTION ITEM: Receive Update on the Ketchum Community Housing Action Plan & Conduct Public Hearing/First Reading for Local Option Tax Election Ordinance, as submitted by Carissa Connelly, Housing Strategist and Jade Riley, City Administrator.
 - a. Resolution 22-018
 - b. Ordinance 1235

NEW BUSINESS:

- [11.](#) Discussion and ACTION ITEM: Recommendation to adopt Resolution #22-017 authorizing execution of Big Wood River Ground Water Management Area Advisory Committee Groundwater Management Plan Term Sheet, as submitted by City Attorney.

EXECUTIVE SESSION:

12. Executive session pursuant to Idaho Code 74-206(1)(f) to discuss pending or imminent litigation and pursuant to Idaho Code under 74-206(b) to discuss personnel matters.

ADJOURNMENT:

Lisa Enourato

From: HP Boyle <boylehp@yahoo.com>
Sent: Tuesday, February 22, 2022 5:16 PM
To: Participate; Harry Griffith
Cc: Mark Dee; Greg Foley
Subject: City Council: 2/22/22 meeting Item 19 -- logical inconsistency?

I am confused as to what the Council's objectives are for the Ketchum economy.

SVED brings in 30 jobs and gets push back from the Council that these people will push existing working people out of their housing. That makes little sense.

1. These jobs pay 2.5x to 5x the wage ceiling for Bluebird—they aren't competing with low wage service workers for small unit high density taxpayer subsidized housing. These are the kinds of jobs that take a second home or AirBNB out of the STR pool and keep it vitally occupied on a year 'round basis.
2. These jobs are likely to be stable and long-term, and attract people who will put down roots in our community and make long-term contributions.
3. These jobs help diversify the Ketchum economic away from boom/bust tourism
4. These kinds of jobs create something for our children to aspire to

On the other hand, the Council has been united in its support for the Marriott project

1. The Marriott will bring in about 100 low wage jobs in roles that are typically high turnover—not many of their people who will put down roots
2. The Marriott won't provide housing for up to 70 for more of its employees. These are the workers, from out of our region, who will compete with the current residents who are struggling with housing in Ketchum.

3. These are not jobs that most parents in Ketchum would hope their children aspire to.
4. The Marriott is a doubling down of the Council on a boom/bust tourism economy that is creating so many problems for Ketchum residents.

The people of Ketchum have been clear that the vast majority of the community don't want the Marriott. It makes every aspect of living here worse.

What am I missing?

Perry Boyle
Ketchum

Lisa Enourato

From: City of Ketchum Idaho <participate@ketchumidaho.org>
Sent: Wednesday, February 23, 2022 6:28 PM
To: Participate
Subject: Form submission from: Contact Us

Submitted on Wednesday, February 23, 2022 - 6:28pm

Submitted by anonymous user: 50.125.247.229

Submitted values are:

First Name Cindy
Last Name Burkhart
Email wachiwi1121@outlook.com
Question/Comment
Dear Mayor and City Council

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The results of this submission may be viewed at:

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To: Participate
Cc: Buddy E. Carlton Wilton Jr
Subject: ITD Proposal for Hwy 75 Section 'B'
Attachments: Letter to City of Ketchum ITD proposal.pdf; ITD option 1.pdf; ITD option 2.pdf; ITD option 3.1.pdf

Greetings,

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Our entire small neighborhood enclave along the Reinheimer preserve is in agreement on this.

Respectfully submitted,

Mark L Reitingner
Reitingner & Associates Inc.
Medical Ergonomic Designs
www.reitingnerinc.com

541-890-2704 – cell

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Thank you.

North Mortgage Row Association & East of Baldy View Subdivision

February 22, 2022

Mayor: Neil Bradshaw

City Council Members: Courtney Hamilton, Amanda Breen, Michael David, Jim Slanetz

Dear Mayor & City Council Members,

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- c. Under current conditions the speed limit of 35mph is often exceeded in this section as witnessed by the traffic stops we can see on a daily and nightly basis here from our residences.
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While traffic continues to increase in our valley creating more traffic flowing into downtown Ketchum at peak times isn't going to do anything but create more backups as we will continue to have the limitations of our downtown streets. Having observed highway traffic intimately based on our proximity the reality is that it backs up for short periods of time occasionally and seldom for more than 5-10 minutes at a time. Good chance to practice slowing down and being kind.

We ask for the City's strong support of its residents in Section B so we all maintain viable access to our homes. The current ITD plan will make our access untenable.

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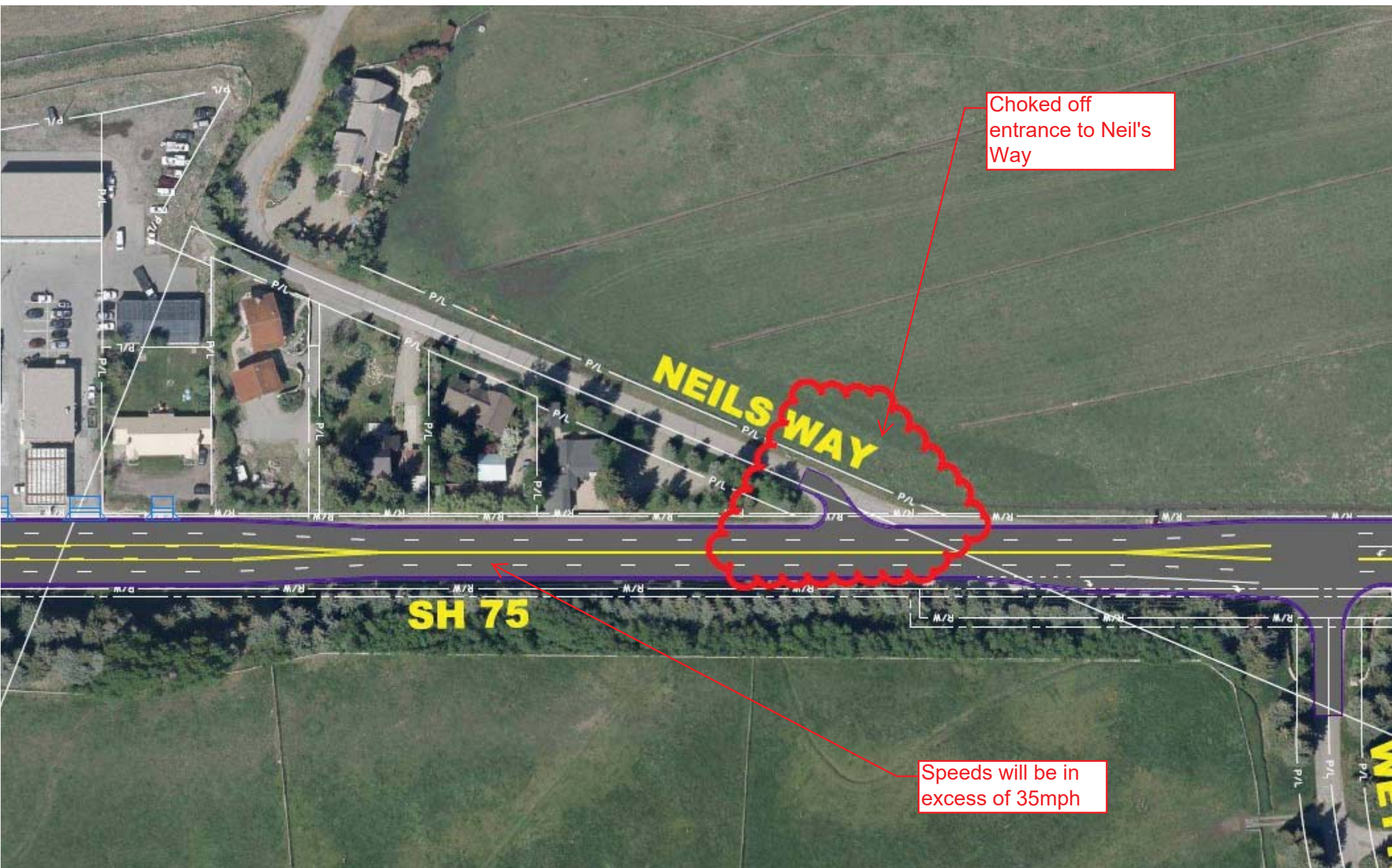
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No turn lane into
Basecamp gas
station and store
makes no sense!

Choked off
entrance to Neil's
Way

Existing Fire
Hydrant





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Way entrance

This would be perceived as a
45-55mph stretch of hwy. making it
impossible to pull out safely from
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Respectfully submitted,
Mark Reitingner

North Mortgage Row Association & East of Baldy View Subdivision

February 22, 2022

Mayor: Neil Bradshaw

City Council Members: Courtney Hamilton, Amanda Breen, Michael David, Jim Slanetz

Dear Mayor & City Council Members,

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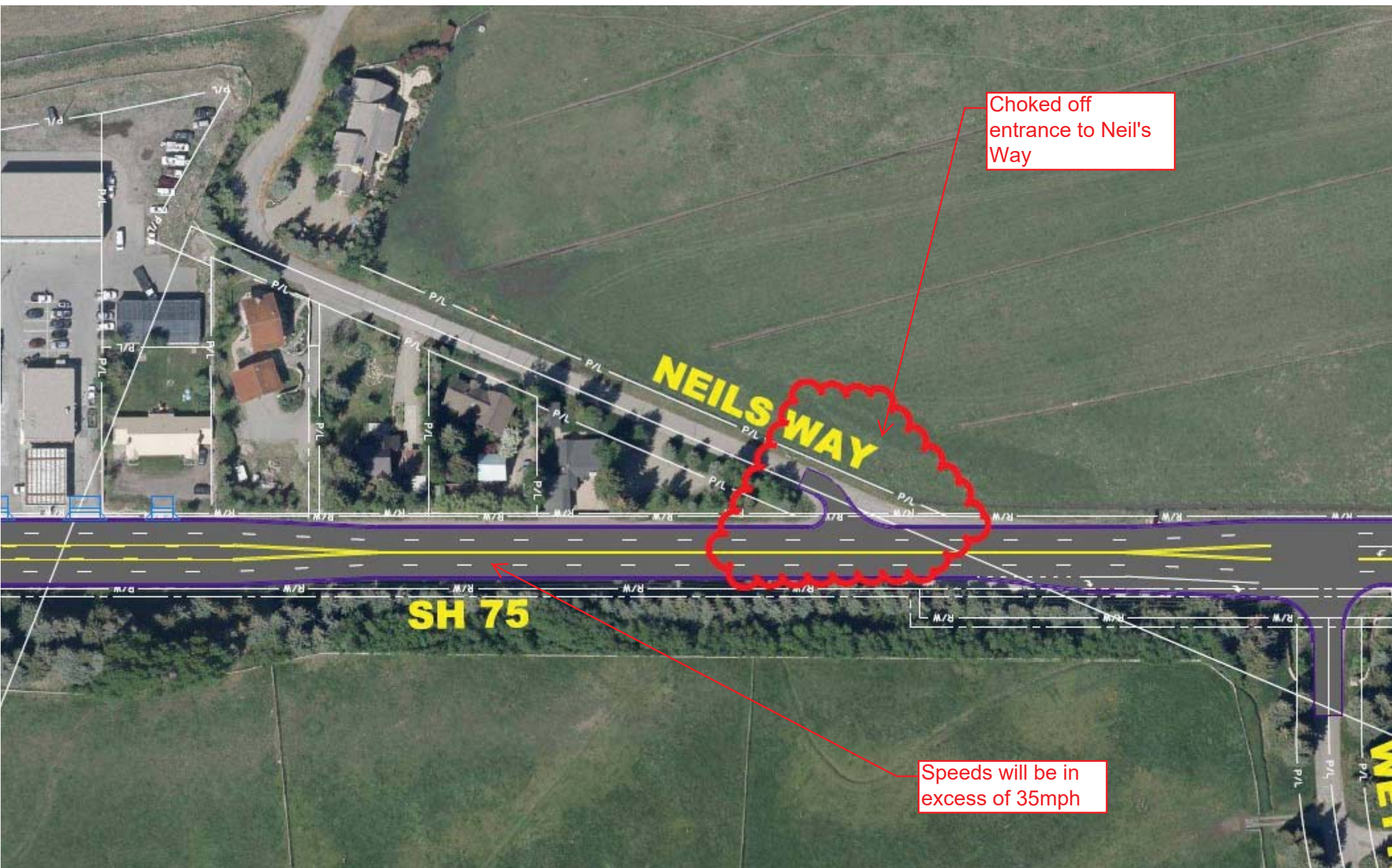
Respectfully submitted,
Mark Reitingner



No turn lane into
Basecamp gas
station and store
makes no sense!

Choked off
entrance to Neil's
Way

Existing Fire
Hydrant



Choked off
entrance to Neil's
Way

Speeds will be in
excess of 35mph



Choked off Neil's
Way entrance

This would be perceived as a
45-55mph stretch of hwy. making it
impossible to pull out safely from
Neil's Way even though it would be
posted at 35mph

Lisa Enourato

From: Curnow, John <jcurnow@limelighthotels.com>
Sent: Thursday, March 03, 2022 4:49 PM
To: Participate
Subject: Lodging and General Lot Increase
Attachments: Ketchum Visitor Spend - 2021 Data - Copy.pdf

Mayor and Council,

Thank you for exploring means to impact workforce housing now. Thank you for including all of Ketchum based business stakeholders in the broad community housing discussion and the “open houses” to gain insight and buy-in to strategies designed to tackle this important issue. I understand that you will be contemplating a couple of scenarios to change the General LOT contributions at this Monday’s City Council meeting. I have a couple of thoughts/asks for your consideration as you consider a ballot measure to bring to the voters this May.

- I support an increase to the General LOT from the segments of lodging, retail/restaurants, liquor by the glass and building materials/construction to fund a housing plan to be managed by the City of Ketchum. I believe the citizens of Ketchum should have a clear understanding that any increase, in these segments, will be “fenced” appropriately and directed only to build workforce housing. Can you clearly assure that these new tax dollars will go to housing and can the ballot language be so designed? I believe you are committed to make this happen.
- As I understand it, there are 2 scenarios being considered for the May ballot. One of these scenarios leaves the retail contribution at 0% increase. Lack of inventory for affordable employee housing is a universal issue in this valley and all business sectors are in need, will benefit, and therefore should participate. As a restaurant operator, I support some kind of increase in the retail segment. Please consider and discuss a 3rd option where Retail realizes an increase somewhere **between 0%-1%**. Retail generates a large amount of LOT revenues and retail is broad, encompassing so many different business types. I cannot see why there would not be wide support from the retail community as well as Ketchum residents if you are able to assure that the funds go to housing as I indicated above. In addition, we know that VSV research shows that 77% of the non-residents of Blaine Co. (the visitor) pays the LOT and 80% of non-residents of Ketchum (visitors +remaining Blaine Co residence) paying the LOT (see attached).
- I believe lodging can absorb a 2% increase in the General LOT contribution. Further, I believe all Ketchum based lodge managers and owners also support this increase to address housing needs. That increase, bringing the total per night lodging tax to 13%, keeps us in-line with competing resort communities which is very important.

Again, I want to reiterate that the increased LOT should fall across all segments. All segments should understand that the additional \$\$ are directed 100% to workforce housing. Everyone needs skin in this game.

Thank you for discussing the above and for your time and energy around this topic.

JOHN CURNOW
GENERAL MANAGER
LIMELIGHT HOTEL KETCHUM

P: 208.726.0881
M: 970-309-7352

jcurnow@limelighthotels.com | www.limelighthotels.com | [Give A Flake](#)

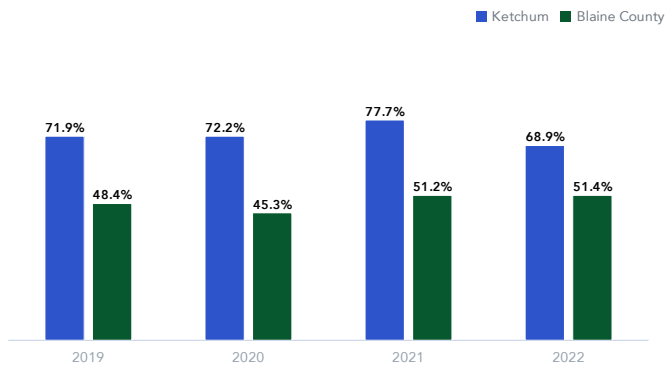
******Please note - As of November 24, 2021 all guests age 12 and over, are required to show proof of vaccination and matching photo ID prior to checking in to the Limelight Hotel Ketchum or entering our Limelight Lounge and Restaurant. This is a corporate policy that has been established by our ownership group, the Aspen Skiing Company/Little Nell Hotel Group and it applies to all Limelight Hotels (Ketchum, Aspen & Snowmass) and The Little Nell Hotel in Aspen.***

***See our new vaccine policy [here](#)**

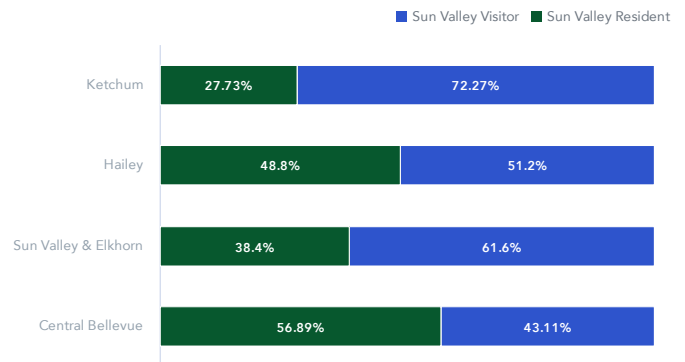
Share of Visitor Spend in Ketchum vs Blaine County

Visitor is defined as a cardholder from outside the zip codes of 83353, 83340, 83333 and 83313. Spend Source: Affinity- Data is from domestic only cardholders and is at the transaction level. Transactions reflect roughly 25% of overall volume. Affinity processes 10 billion transactions annually and through 34M cards including Visa, Mastercard and some American Express. Spend is direct spend only and does not include purchases such as Online Travel Agencies or airline tickets purchased online.

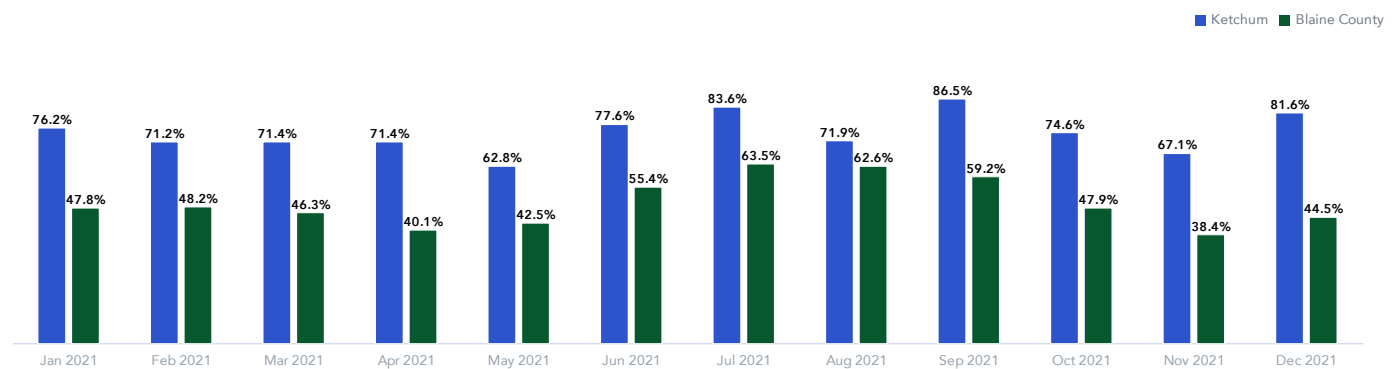
Share of Visitor Spend by Year



Share of Visitors & Residents by Key City



Share of Visitor Spend by Month

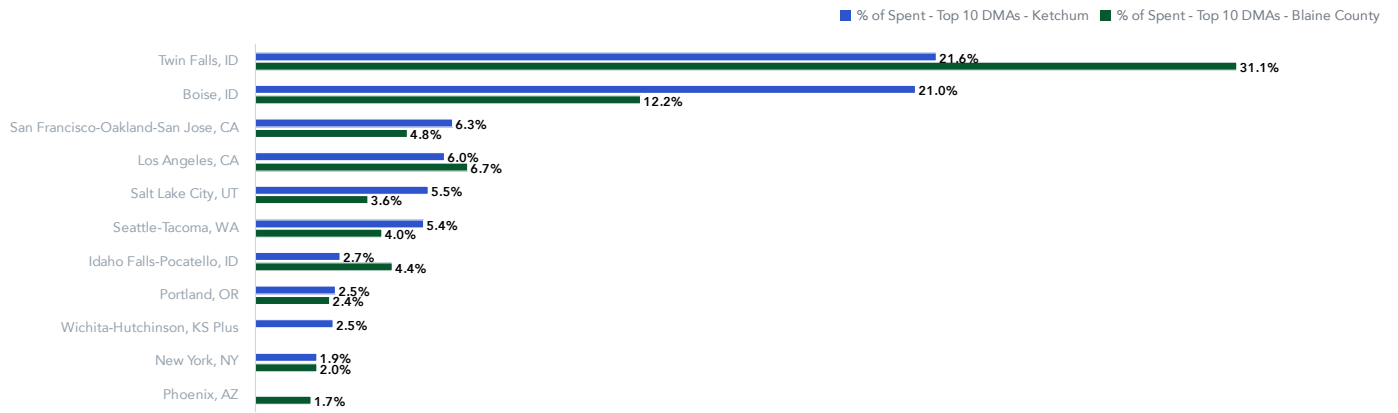


Origin Market Insight - Visitor Spend in Ketchum

Top 10 Origin States - Ketchum/Blaine Visitor Spend



Share of Spend by Origin DMA - Ketchum/Blaine



Lisa Enourato

From: Jack Kueneman <jkueneman@gmail.com>
Sent: Friday, March 04, 2022 9:20 AM
To: Participate
Subject: Hole at Town Entrance

Please stop hiding/avoiding from taking some action on failed hotel at entrance to town. Try to encourage developer to build 100% housing with significant portion being rental workforce units.

Lisa Enourato

From: Paige Lethbridge <paigelethbridge@me.com>
Sent: Friday, March 04, 2022 10:46 AM
To: Participate
Cc: Rick Lethbridge; Kitten
Subject: Liquor by the Drink 2% lot increase

City of Ketchum,

Asking only those of us who serve liquor by the drink to help with employee housing and not blanketing that responsibility across all of the retailers is so absolutely unfair. We are the reason tourists come here. We feed and drink them every night. Our labor has gone up 40%. Our rent has gone up exponentially. Our cost of goods have skyrocketed. We are short staffed and over worked. We turn away about 100 locals and tourists daily because there are not enough bars and eateries still in operation. Now you want just us pay the 2% tax increase and not the other retailers. Well again, thanks for nothing, and its a real kick in the but that your are not making housing the responsibility of every Ketchum business. Shame on you for singling us out like that. I am only in support of everyone paying for housing. Not just the bars!!!

Paige Lethbridge
The Cellar Pub
20-720-4990

Lisa Enourato

From: Rick Lethbridge <rlethbri@me.com>
Sent: Friday, March 04, 2022 10:56 AM
To: Participate
Cc: Kitten; Paige Lethbridge
Subject: Re: Liquor by the Drink 2% lot increase

Dear City of Ketchum,

I thought this was a great place to live, work, and own a business. The fact that you're considering of taxing liquor by the drink and not ALL businesses is total BS. All we do is work and feed people, and now we have to charge more for our drinks to cover housing because you all couldn't be forward thinking to supply housing? A topic of discussion that's been going on for over 60 years. Get off your high horse and have EVERYONE pay for housing not select individual businesses.

Sláinte,

Sent from my iPhone
Apologies for any mistakes
RickLethbridge Jr.
208-721-2002 Cell

> On Mar 4, 2022, at 10:48 AM, Paige Lethbridge <paigelethbridge@me.com> wrote:

>

> City of Ketchum,

>

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>

> Paige Lethbridge

> The Cellar Pub

> 20-720-4990

Lisa Enourato

From: Neil Bradshaw
Sent: Friday, March 04, 2022 2:26 PM
To: Edward Simon
Cc: Participate; AllCouncil; Lisa Enourato; Jade Riley; Carissa Connelly
Subject: Re: Lot Tax Language

Thanks Ed
Your comment has been added to the public record
Cheers
Neil

NEIL BRADSHAW | CITY OF KETCHUM

Mayor

P.O. Box 2315 | 191 5th Street, W | Ketchum, ID 83340

o: 208.727.5087 | m: 208.721.2162

nbradshaw@ketchumidaho.org | www.ketchumidaho.org

On Mar 4, 2022, at 2:23 PM, Edward Simon <edsimon@sunvalleylegal.com> wrote:

Mr. Mayor and City Counsel Members,

I urge you to proceed with placing language on the May ballot adding community housing as an authorized use of lot tax funds. If Ketchum is to be a vibrant community, it is urgent that every possible tool be utilized to increase housing for all. Thank you for considering and taking new initiatives that are desperately needed.

Ed Simon

p.s. for some reason participate kicked back this email so I'm sending to you.

Edward Simon
Attorney at Law
180 W. 1st St., Suite 202
P.O. Box 540
Ketchum, ID 83340
[\(208\) 726-2200](tel:(208)726-2200)

[\(208\) 726-7313](tel:(208)726-7313)(Facsimile)

edsimon@sunvalleylegal.com

edsimon@sunvalley.net (Alternate)

PLEASE MAINTAIN THE CONFIDENTIALITY OF THIS ATTORNEY CLIENT COMMUNICATION AND DO NOT DISTRIBUTE TO THIRD PARTIES.

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Lisa Enourato

From: HP Boyle <boylehp@yahoo.com>
Sent: Saturday, March 05, 2022 6:22 PM
To: Participate
Cc: Mark Dee; Greg Foley
Subject: City Council Meeting 3/7/22 Item 11 Water Management Plan

Please share with the Sustainability Committee, as well.

To the Council:

Before you vote to approve this agreement, I ask that you get the analysis to see if it makes sense.

I have been told by senior City Hall people that there are no water constraints on development in Ketchum. If that is true, then why does the City need to enter into a Water Management Plan?

The sole benefit to the City seems to be that if we are in such a plan, senior water rights holders cannot impinge on our water draws. But they would only do that if there was not enough water, and the City's public position is that we have plenty of water. Indeed, Item 10 on this agenda has the potential to dramatically increase Ketchum's water needs.

Which is it? Do we have enough water or don't we? Given we have had no precipitation in the past 2 months and climate change has increased our fire propensity, this seems like a natural question. Last summer the City asked people to curtail water usage. Why, if there is plenty of water?

We have a water treatment facility that was built to handle the needs as if all city properties were built out. **Shouldn't we have the same analysis for the water demand from Ketchum if all properties are built out to their maximum zoning designation?**

Does the Council know which water rights are senior to Ketchum's and who will compete with Ketchum if there isn't enough water?

Seems like the answers to these questions are required for the Council as fiduciaries for the City.

Thank you,

Perry Boyle
Ketchum

Lisa Enourato

From: Harry Griffith <harry@sunvalleyeconomy.org>
Sent: Monday, March 07, 2022 11:43 AM
To: Participate
Subject: SVED Comment on LOT for Housing

SVED supports an increase in LOT for Housing that will be discussed in tonight's council meeting.

Any % increases in the current LOT allocations should:

- be targeted to raise a minimum of \$2m per year
- be equitable spread across the various categories
- not significantly impair the competitive position of a particular category
- include the retail category to some extent

Any increased \$ LOT receipts should:

- be ring fenced to housing only expenditures (e.g. not allocated to the General Fund)
- used to match developer in lieu contributions
- be subject to disbursal on decision of the Ketchum council

This approach above would ensure fairness and transparency for the voting public and the businesses impacted. It will also be an easier lift with the voters who will ultimately decide.

Respectfully

Harry Griffith

Executive Director, Sun Valley Economic Development

www.SunValleyEconomy.org



CITY OF KETCHUM
MEETING MINUTES OF THE CITY COUNCIL
Tuesday, February 22, 2022

CALL TO ORDER:

Mayor, Bradshaw called the meeting of Ketchum City Council to order at 4:01 p.m. *(video 00:06:00)*.

Roll Call:

Mayor, Neil Bradshaw
Jim Slanetz
Courtney Hamilton
Amanda Breen
Michael David (Via Zoom)

Also Present:

Jade Riley - City Administrator
Matt Johnson - Legal Counsel
Tara Fenwick - City Clerk & Administrative Business Manager
Suzanne Frick - Director, Planning and Building
Carissa Connelly – Housing Strategist
Sherri Newland – City Engineer

COMMUNICATIONS FROM MAYOR AND COUNCILORS:

- Councilor, Amanda Breen requested the Mayor, Council President and Staff review Idaho State Bill 631 and requested the city send a letter to the State expressing preference for local control.

Motion to recommend Michael David to serve as City Council, President. Motion made by Councilor, Jim Slanetz, seconded by Councilor, Amanda Breen. All in Favor.

- Mayor, Neil Bradshaw read a Proclamation expressing appreciation for Health Care and Front-Line Workers.

CONSENT AGENDA: *(00:15:00 in video)*

Councilors requested discussion on items 11, 12, 13, 14, 15:

- 11 - Jade Riley, City Administrator provided clarification on P.O. 22057 and recommended the P.O. be adjusted to allow a maximum spend of \$28,000.00.

- 12 - Matt Johnson, Legal Counsel provided clarification on the Memo and Resolution
- 13 - Sherri Newland, City Engineer provided clarification on Agreement 22759
- 14 - Suzanne Frick, Director Planning and Building provided a historical perspective on Agreement 22760
- 15 - Suzanne Frick, Director Planning and Building provided clarification on the Preliminary Plat for 231 Sun Valley Road

Motion to approve consent agenda. Motion made by Councilor, Courtney Hamilton, seconded by Councilor, Amanda Breen. All in Favor.

PUBLIC HEARING: *(00:39:15 in video)*

Recommendation to conduct a public hearing and conduct third reading of Zoning Ordinance #1232.

Mayor, Neil Bradshaw, asked for public comment.

Public Comment:

None.

Mayor, Neil Bradshaw, closed public comment.

Motion to conduct the third reading of Ordinance #1232. Motion made by Councilor, Courtney Hamilton, seconded by Councilor, Jim Slanetz. All in favor.

City Clerk, Tara Fenwick, read the title of Ordinance #1232.

Amanda Breen recused herself on Agenda Item #18 *(00:41:00 in video).*

Recommendation to conduct a public hearing and approve the Ketchum Townsite: Block 82, Lot 13A Lot Line Shift Final Plat & Findings of Fact, Conclusions of Law, and Decision.

Mayor, Neil Bradshaw, asked for public comment.

Public Comment:

Perry Boyle	00:45:05
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Mayor, Neil Bradshaw, closed public comment.

Motion to approve the Ketchum Townsite: Block 82, Lot 13A Lot Line Shift Final Plat & Findings of Fact, Conclusions of Law, and Decision. Motion made by Councilor, Courtney Hamilton, seconded by Councilor, Jim Slanetz. All in favor. 1 Recused.

NEW BUSINESS:

Executive Director Sun Valley Economic Development, Harry Griffith, provided the Council a Sun Valley Economic Development Report *(00:49:15 in video)*.

Sherri Newland, City Engineer, and Suzanne Frick, Director Planning and Building, lead a discussion for city standard pavers to be used in downtown projects. Councilors discussed the options and the Belgard Dublin Cobble won preference *(01:00:45 in video)*.

Jade Riley, City Administrator provided an update on the Sun Valley Road Project and the Council directed staff to proceed with the project *(01:24:00 in video)*.

Jade Riley, City Administrator, provided a Housing Action Plan update and requested Council approve a contract adjustment for Agnew Beck *(01:38:00 in video)*.

Motion to amend the Agnew Beck contract by \$44,300.00 and allocate \$15,000.00 for one-time funds for Community Engagement costs. Motion made by Councilor, Courtney Hamilton, seconded by Councilor, Michael David. All in favor.

Jade Riley, City Administrator, requested direction on ballot language options for Local Option Tax (LOT) in the May election. Council directed staff to proceed with authoring ballot language in a variety of formats *(01:56:00 in video)*.

ADJOURNMENT:

Motion to adjourn at 6:55 p.m. Motion made by Councilor, Amanda Breen, seconded by Councilor, Courtney Hamilton, All in Favor.

Mayor, Neil Bradshaw

City Clerk, Tara Fenwick

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

[Report].GL Account Number = "0110000000"- "9648008200", "9910000000"- "9911810000"

Invoice Detail.Voided = No,Yes

Vendor Name	Invoice Number	Description	Net Invoice Amount
GENERAL FUND			
01-2175-9000 P/R DEDUC PBL--EMP CAF FSA-DC			
NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid February 2022: DCA	338.48
NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid 2021: FSAROLL	933.48
NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid 2021: FSA	1,010.00
NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid February 2022: FSA	2,311.37
NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid 2021: DCA	2,334.13
01-3700-3600 REFUNDS & REIMBURSEMENTS			
CASH	REIMBURSE	Reimburse Petty Cash to \$300	13.34
Total :			6,940.80

LEGISLATIVE & EXECUTIVE**01-4110-2515 VISION REIMBURSEMENT ACCT(HRA)**

NBS-NATIONAL BENEFIT SERVI	841161	HRA & FSA Admin Fees February	22.95
NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid 2021-22: HRAVIS	345.40
Total LEGISLATIVE & EXECUTIVE:			368.35

ADMINISTRATIVE SERVICES**01-4150-2515 VISION REIMBURSEMENT ACCT(HRA)**

NBS-NATIONAL BENEFIT SERVI	841161	HRA & FSA Admin Fees February	51.85
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01-4150-3100 OFFICE SUPPLIES & POSTAGE

COPY & PRINT, L.L.C.	121286	Fine Tip Sharpies	112.68
COPY & PRINT, L.L.C.	121421	FILE FOLDER LABELS & BINDER	173.72
COPY & PRINT, L.L.C.	121460	Monthly Planners, Binder Pouches	22.69
COPY & PRINT, L.L.C.	121467	Avery Tabs	14.89
GEM STATE PAPER & SUPPLY	1068572	COFFEE, TOILET PAPER, AND DISINFECTANT WIPES	127.27
GEM STATE PAPER & SUPPLY	1068572-01	COFFEE, Tea, Creamer	325.61
PITNEY BOWES - RESERVE ACC	3315247145	Leasing Charges	407.94

01-4150-4200 PROFESSIONAL SERVICES

KETCHUM COMPUTERS, INC.	18714	FEB 22 Admin	3,247.75
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01-4150-4600 PROPERTY & LIABILITY INSURANCE

ICRMP	02097-2022-2	Annual Member Contribution for Policy Period 10-01-21 to 09-30-22	66,602.00
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01-4150-5100 TELEPHONE & COMMUNICATIONS

CENTURY LINK	2087264135862	2087264135862B 021322	560.05
CENTURY LINK	2087265574240	2087265574240B 021322	56.98
SYRINGA NETWORKS, LLC	22FEB0343	146521	2,160.00-
SYRINGA NETWORKS, LLC	22FEB0343	703592	500.00
SYRINGA NETWORKS, LLC	22FEB0343	146520	700.00
SYRINGA NETWORKS, LLC	22FEB0343	702110	2,960.00

01-4150-5110 COMPUTER NETWORK

INTEGRATED TECHNOLOGIES	184780	Printer Contract FOR 01/17/22 - 2/16/22	685.59
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Vendor Name	Invoice Number	Description	Net Invoice Amount
KETCHUM COMPUTERS, INC.	18714	FEB 22 Admin Hardware	1,148.40
DELL FINANCIAL SERVICES	81192951	001-8998447-005 FEBRUARY RENEWAL	454.26
DELL FINANCIAL SERVICES	81198819	001-9009257-001 MARCH RENTAL	1,465.97
01-4150-5200 UTILITIES			
IDAHO POWER	2200749261 02	2200749261 022422	1,467.94
IDAHO POWER	2224128120 02	2224128120 021922	778.10
INTERMOUNTAIN GAS	32649330001 0	3264933825 022522	790.06
INTERMOUNTAIN GAS	44919030005 0	44919030005 022322	41.92
INTERMOUNTAIN GAS	76053745030 0	76053745030 022322	542.55
01-4150-6500 CONTRACTS FOR SERVICES			
S & C ASSOCIATES LLC	2302-2320 (JA	2310	4,025.25
S & C ASSOCIATES LLC	2302-2320 (JA	2311	118.00
S & C ASSOCIATES LLC	2302-2320 (JA	2308	177.00
Total ADMINISTRATIVE SERVICES:			85,398.47
LEGAL			
01-4160-4270 CITY PROSECUTOR			
ALLINGTON, ESQ., FREDERICK	120284	Monthly Prosecutor Payment	3,769.92
Total LEGAL:			3,769.92
PLANNING & BUILDING			
01-4170-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	841161	HRA & FSA Admin Fees February	26.05
NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid 2021-22: HRAVIS	175.00
01-4170-4200 PROFESSIONAL SERVICES			
KETCHUM COMPUTERS, INC.	18714	FEB 22 P&B	943.50
S & C ASSOCIATES LLC	2295-2296 (DE	2296	590.00
S & C ASSOCIATES LLC	2295-2296 (DE	2295	118.00
S & C ASSOCIATES LLC	2302-2320 (JA	2306	118.00
S & C ASSOCIATES LLC	2302-2320 (JA	2313	118.00
S & C ASSOCIATES LLC	2302-2320 (JA	2319	118.00
S & C ASSOCIATES LLC	2302-2320 (JA	2302	118.00
S & C ASSOCIATES LLC	2302-2320 (JA	2314	177.00
S & C ASSOCIATES LLC	2302-2320 (JA	2318	118.00
S & C ASSOCIATES LLC	2302-2320 (JA	2317	118.00
S & C ASSOCIATES LLC	2302-2320 (JA	2320	177.00
S & C ASSOCIATES LLC	2302-2320 (JA	2316	708.00
S & C ASSOCIATES LLC	2302-2320 (JA	2315	59.00
S & C ASSOCIATES LLC	2302-2320 (JA	2307	413.00
01-4170-4210 PROFESSIONAL SERVICES - IDBS			
DIVISION OF BUILDING SAFETY	020422	JANUARY 2022 BUILDING PERMIT FEES	16,722.90
Total PLANNING & BUILDING:			20,817.45
NON-DEPARTMENTAL			
01-4193-4200 PROFESSIONAL SERVICE			
DIXON RESOURCES UNLIMITED	3077	Parking SUPPORT SERVICES - JANUARY 2022	4,677.50
NESTED STRATEGIES	1056	CAPITAL CAMPAIGN CONSULTANT TO ACQUIRE WARM SPRINGS	5,000.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
01-4193-4500 1ST/WASHINGTON RENT			
URBAN RENEWAL AGENCY	5475	Parking Lot Rent - MARCH 2022	3,000.00
Total NON-DEPARTMENTAL:			12,677.50
FACILITY MAINTENANCE			
01-4194-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	841161	HRA & FSA Admin Fees February	21.03
01-4194-3200 OPERATING SUPPLIES			
CHATEAU DRUG CENTER	2496728	Wet Wipes, Batteries	23.72
CHATEAU DRUG CENTER	2496733	Hand Wash	9.48
01-4194-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	986513	38950 02152022	263.99
01-4194-4200 PROFESSIONAL SERVICES			
KETCHUM COMPUTERS, INC.	18714	FEB 22 Facility Maint	130.50
01-4194-5200 UTILITIES			
IDAHO POWER	2201272487 02	2201272487 021922	225.41
IDAHO POWER	2203538992 02	2203538992 021922	24.47
INTERMOUNTAIN GAS	32649330001 0	3264933816 022522	33.42
INTERMOUNTAIN GAS	65669030002 0	65669030002 022322	10.40
01-4194-5300 CUSTODIAL & CLEANING SERVICES			
WESTERN BUILDING MAINTEN	0133029-IN	Janitorial Services	3,395.12
01-4194-5900 REPAIR & MAINTENANCE-BUILDINGS			
SCHINDLER ELEVATOR	8105881791	Preventative Maintenance - 03/22 - 05/22	1,112.13
01-4194-5910 REPAIR & MAINT-491 SV ROAD			
ALSCO - AMERICAN LINEN DIVI	LBOI1938618	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	62.34
ALSCO - AMERICAN LINEN DIVI	LBOI1938618	TAX EXEMPT	3.53-
ALSCO - AMERICAN LINEN DIVI	LBOI1940489	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	62.34
ALSCO - AMERICAN LINEN DIVI	LBOI1940489	TAX EXEMPT	3.53-
ALSCO - AMERICAN LINEN DIVI	LBOI1941241	TAX EXEMPT	2.10-
ALSCO - AMERICAN LINEN DIVI	LBOI1941241	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	37.16
ALSCO - AMERICAN LINEN DIVI	LBOI1942281	TAX EXEMPT	5.46-
ALSCO - AMERICAN LINEN DIVI	LBOI1942281	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	96.49
ALSCO - AMERICAN LINEN DIVI	LBOI1944081	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	96.49
ALSCO - AMERICAN LINEN DIVI	LBOI1944081	TAX EXEMPT	5.46-
ALSCO - AMERICAN LINEN DIVI	LBOI1945814	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	96.49
ALSCO - AMERICAN LINEN DIVI	LBOI1945814	TAX EXEMPT	5.46-
ALSCO - AMERICAN LINEN DIVI	LBOI1947553	TAX EXEMPT	5.46-
ALSCO - AMERICAN LINEN DIVI	LBOI1947553	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	96.49
ALSCO - AMERICAN LINEN DIVI	LBOI1949342	TAX EXEMPT	5.46-
ALSCO - AMERICAN LINEN DIVI	LBOI1949342	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	96.49
ALSCO - AMERICAN LINEN DIVI	LBOI1951166	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	96.49

Vendor Name	Invoice Number	Description	Net Invoice Amount
ALSCO - AMERICAN LINEN DIVI	LBOI1951166	TAX EXEMPT	5.46-
ALSCO - AMERICAN LINEN DIVI	LBOI1952919	TAX EXEMPT	9.67-
ALSCO - AMERICAN LINEN DIVI	LBOI1952919	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	170.82
ALSCO - AMERICAN LINEN DIVI	LBOI1954709	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	170.82
ALSCO - AMERICAN LINEN DIVI	LBOI1954709	TAX EXEMPT	9.67-
ALSCO - AMERICAN LINEN DIVI	LBOI1956415	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	191.25
ALSCO - AMERICAN LINEN DIVI	LBOI1956415	TAX EXEMPT	10.44-
ALSCO - AMERICAN LINEN DIVI	LBOI1958198	TAX EXEMPT	10.44-
ALSCO - AMERICAN LINEN DIVI	LBOI1958198	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	184.48
ALSCO - AMERICAN LINEN DIVI	LBOI1959936	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	184.48
ALSCO - AMERICAN LINEN DIVI	LBOI1959936	TAX EXEMPT	10.44-
ALSCO - AMERICAN LINEN DIVI	LBOI1961639	TAX EXEMPT	10.44-
ALSCO - AMERICAN LINEN DIVI	LBOI1961639	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	184.48
CLEAR CREEK DISPOSAL	0001508122	491 Sun Valley Road- Starbucks	1,851.96
CLEAR CREEK DISPOSAL	0001508122	CREDIT: 491 Sun Valley Road- Starbucks	1,640.86-
GEM STATE PAPER & SUPPLY	1066479-02	Paper Supplies	41.37
GEM STATE PAPER & SUPPLY	1068316	COMPACT CORDLESS TISSUE	397.44
IDAHO POWER	2202522062 02	2202522062 021922	429.18
INTERMOUNTAIN GAS	17499804809 0	17499804809 022322	373.34
WESTERN BUILDNG MAINTEN	0133029-IN	Janitorial Services	1,403.00
01-4194-6950 MAINTENANCE			
A.C. HOUSTON LUMBER CO.	2202-887160	3 1/2 - 5 1/2 Hose Clamp	15.16
A.C. HOUSTON LUMBER CO.	2202-887905	3" Gorilla Tape	15.99
A.C. HOUSTON LUMBER CO.	2202-888496	Bit Set	14.99
A.C. HOUSTON LUMBER CO.	2202-889092	20 Gal Trash Can	17.99
CHATEAU DRUG CENTER	2505098	Key	12.36
DIVISION OF OCCUPATIONAL	H002270-2022	Elevator Program	125.00
Total FACILITY MAINTENANCE:			10,030.68
POLICE			
01-4210-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	841161	HRA & FSA Admin Fees February	6.45
01-4210-3100 OFFICE SUPPLIES & POSTAGE			
CHATEAU DRUG CENTER	2513261	ORANGE DUCT TAPE, COMPRESSED AIR	12.33
01-4210-3200 OPERATING SUPPLIES			
DAVIS EMBROIDERY INC.	39561	CSO Uniforms	119.07
DAVIS EMBROIDERY INC.	39568	CSO Uniforms: Sara Weaver	101.94
DAVIS EMBROIDERY INC.	39590	CSO Embroidery: Sara Weaver	319.41
01-4210-3500 MOTOR FUELS & LUBRICANTS			
RIVER RUN AUTO PARTS	6538-175851	Anti-Freeze	26.99
UNITED OIL	986521	39060 021522	85.44
01-4210-3620 PARKING OPS EQUIPMENT FEES			
CALE AMERICA, INC.	168089	February 2022 Active Meters	165.00
FLASHPARKING INC	124092	Subscription/Support/Usage Fee	737.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
01-4210-4200 PROFESSIONAL SERVICES			
KETCHUM COMPUTERS, INC.	18715	FEB 22 POLICE	808.00
01-4210-4250 PROF.SERVICES-BCSO CONTRACT			
BLAINE COUNTY CLERK/RECOR	201050	BCSO Law Enforcement Services	130,714.08
01-4210-5100 TELEPHONE & COMMUNICATIONS			
CENTURY LINK	2087267848105	2087267848105B 021322	55.73
Total POLICE:			133,151.44
FIRE & RESCUE			
01-4230-2505 HEALTH REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid 2021-22: HRA	1,580.32
01-4230-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	841161	HRA & FSA Admin Fees February	78.15
01-4230-3200 OPERATING SUPPLIES FIRE			
GEM STATE PAPER & SUPPLY	1066595-02	Top Draw 24x28 12 Gallon	20.68
UPS STORE #2444	MMN7FR5Y05	Shipping RETURNS	29.81
01-4230-3210 OPERATING SUPPLIES EMS			
GEM STATE PAPER & SUPPLY	1066595-02	Top Draw 24x28 12 Gallon	20.69
HENRY SCHEIN	16400031	Medical Supplies	605.62
HENRY SCHEIN	17000940	Medical Supplies	561.71
01-4230-3500 MOTOR FUELS & LUBRICANTS FIRE			
UNITED OIL	986401	37267 021522	261.42
01-4230-3510 MOTOR FUELS & LUBRICANTS EMS			
RIVER RUN AUTO PARTS	6538-175616	DIESEL EXHAUST FLUID	24.95
UNITED OIL	986401	37267 021522	261.42
01-4230-4200 PROFESSIONAL SERVICES FIRE			
KETCHUM COMPUTERS, INC.	18714	FEB 22 Fire	1,268.75
01-4230-5100 TELEPHONE & COMMUNICATION FIRE			
SYRINGA NETWORKS, LLC	22FEB0343	703718	450.00
SYRINGA NETWORKS, LLC	22FEB0343	703719	25.00
01-4230-5110 TELEPHONE & COMMUNICATION EMS			
SYRINGA NETWORKS, LLC	22FEB0343	703719	25.00
SYRINGA NETWORKS, LLC	22FEB0343	703718	450.00
01-4230-5200 UTILITIES			
INTERMOUNTAIN GAS	26223127833 0	26223127833 022322	749.73
SENTINEL FIRE & SECURITY, IN	74394	6702 - 107 Saddle Rd (New Fire Station)	104.85
01-4230-6000 REPAIR & MAINT-AUTO EQUIP FIRE			
A.C. HOUSTON LUMBER CO.	2202-887573	HARDWOOD HANDLE	8.99
A.C. HOUSTON LUMBER CO.	2202-888193	FLAP DISC AND CUTOFF DISC METAL	33.64
GEM STATE PAPER & SUPPLY	1067296-01	SUPER SCRAPE	82.56
RIVER RUN AUTO PARTS	6538-175712	Tailight Converter	37.73
RIVER RUN AUTO PARTS	6538-175732	Fuse Holder	4.95

Vendor Name	Invoice Number	Description	Net Invoice Amount
01-4230-6010 REPAIR & MAINT-AUTO EQUIP EMS			
UPS STORE #2444	MMN7FR5AE	Shipping	186.29
Total FIRE & RESCUE:			6,872.26
STREET			
01-4310-2505 HEALTH REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid 2021-22: HRA	1,065.67
01-4310-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	841161	HRA & FSA Admin Fees February	40.87
01-4310-3200 OPERATING SUPPLIES			
A.C. HOUSTON LUMBER CO.	2202-891412	Matches	3.79
FASTENAL COMPANY	IDJER101642	Rubber Gloves	21.79
RIVER RUN AUTO PARTS	6538-175407	Car Wash	24.95
01-4310-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	986403	37269 021522	2,228.30
UNITED OIL	987444	37269 022822	2,106.47
01-4310-4200 PROFESSIONAL SERVICES			
KETCHUM COMPUTERS, INC.	18714	FEB 22 Streets	254.00
WESTERN STATES CAT	IN001932034	Dozer Rental	5,988.50
AWSI	513569	Random Drug Test	153.50
01-4310-5100 TELEPHONE & COMMUNICATIONS			
SYRINGA NETWORKS, LLC	22FEB0343	146525	3,325.00
01-4310-5200 UTILITIES			
IDAHO POWER	2204882910 02	2204882910 022422	229.25
IDAHO POWER	2204882910 02	2204882910 022422	296.90
IDAHO POWER	2204882910 02	2204882910 022422	10.34
IDAHO POWER	2204882910 02	2204882910 022422	36.32
INTERMOUNTAIN GAS	32649330001 0	3264933817 022522	1,020.24
INTERMOUNTAIN GAS	32649330001 0	3264933821 022522	302.20
INTERMOUNTAIN GAS	49439330009 0	49439330009 022322	119.89
01-4310-6000 REPAIR & MAINT--AUTOMOTIVE EQU			
NAPA AUTO PARTS	092744	Disc Pad	33.99
01-4310-6100 REPAIR & MAINT--MACHINERY & EQ			
K & T STEEL CORP.	0019371-IN	#52 966M Snowbucket Materials	9,701.00
METROQUIP, INC.	P13964	Sweeper Stock: Wire, Broom, Elgin WW TB, Bins, 5 SEG Steel	8,094.78
METROQUIP, INC.	P13965	#13 Pelican Sweeper: MOT-HYDR, 17.1 C	783.90
NAPA AUTO PARTS	092564	#13 Pelican Sweeper: Hose End	59.44
NAPA AUTO PARTS	092710	#13 Pelican Sweeper: Z Hose End Fitting	62.36
NAPA AUTO PARTS	092711	#13 Pelican Sweeper: Hose End	29.72
NAPA AUTO PARTS	092744	Durango (Disc Pad), Crack Sealer (Air Filter, Oil Filter)	29.16
NAPA AUTO PARTS	092889	UPlow: Coupler, Face Nipple	117.98
NAPA AUTO PARTS	092906	UPlow: GD Boot	5.52
NAPA AUTO PARTS	092932	UPlow: switch	18.81
NAPA AUTO PARTS	092958	UPlow: Z Hose End Fitting	38.84
NAPA AUTO PARTS	093081	# 7 966 Loader: Pipe Swivel	34.22
NAPA AUTO PARTS	093082	#7 966 Loader	18.81
NAPA AUTO PARTS	094112	HOSE END	56.28
NAPA AUTO PARTS	937970	CREDIT MEMO; CORE DEPOSIT	64.80-

Vendor Name	Invoice Number	Description	Net Invoice Amount
SNAKE RIVER HYDRAULICS	386203	Blower	333.70
SNAKE RIVER HYDRAULICS	5629	Credit memo; Wrong Pump	295.00-
WESTERN STATES CAT	IN001925310	BREAKER	66.18
WESTERN STATES CAT	IN001925326	CREDIT MEMO; CONNECTOR & BREAKER	73.64-
WESTERN STATES CAT	IN001925326 0	CONNECTOR, SEAL & SEAL O RING	10.44
WESTERN STATES CAT	IN001928025	CIRCUIT BREAKER	47.55
WESTERN STATES CAT	IN001929373	CONNECTOR	14.03
WESTERN STATES CAT	IN001935303	2' BALL JOINT	74.60
01-4310-6910 OTHER PURCHASED SERVICES			
ALSCO - AMERICAN LINEN DIVI	LBOI1966545	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	38.87
ALSCO - AMERICAN LINEN DIVI	LBOI1968345	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	38.87
01-4310-6920 SIGNS & SIGNALIZATION			
ECONO SIGNS LLC	10-972999	Sign, Date Decal	88.60
01-4310-6930 STREET LIGHTING			
IDAHO POWER	2201013857 02	2201013857 021922	16.43
IDAHO POWER	2203855230 02	2203855230 021922	84.32
IDAHO POWER	2204535385 02	2204535385 021922	83.04
IDAHO POWER	2204882910 02	2204882910 022422	56.38
IDAHO POWER	2204882910 02	2204882910 022422	115.86
IDAHO POWER	2204882910 02	2204882910 022422	501.40
IDAHO POWER	2206773224 02	2206773224 021922	8.91
IDAHO POWER	2207487501 02	2207487501 021922	7.83
Total STREET:			37,466.36
RECREATION			
01-4510-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	841161	HRA & FSA Admin Fees February	16.25
01-4510-3300 RESALE ITEMS-CONCESSION SUPPLY			
ATKINSONS' MARKET	01434452	BLUEBERRIES, SYRUP, BUTTERMILK	43.01
ATKINSONS' MARKET	06572237	Crescent Roll, Milk, Pizza, Fruit	39.12
ATKINSONS' MARKET	08421580	BREAD & SOUP	16.00
01-4510-3500 MOTOR FUELS & LUBRICANTS			
LUTZ RENTALS	128524-1	Propane	33.52
LUTZ RENTALS	128655-1	Propane	56.62
LUTZ RENTALS	128802-1	Propane	32.63
UNITED OIL	986402	37268 021522	36.27
01-4510-4200 PROFESSIONAL SERVICE			
KETCHUM COMPUTERS, INC.	18714	FEB 22 Parks	261.00
SENTINEL FIRE & SECURITY, IN	73806	2347 - 8th Street West	93.00
01-4510-5200 UTILITIES			
IDAHO POWER	2206452274 02	2206452274 021922	334.50
INTERMOUNTAIN GAS	31904030009 0	31904030009 022322	225.08
SYRINGA NETWORKS, LLC	22FEB0343	146524	3,325.00
Total RECREATION:			4,512.00
Total GENERAL FUND:			322,005.23

Vendor Name	Invoice Number	Description	Net Invoice Amount
GENERAL CAPITAL IMPROVEMENT FD			
GENERAL CIP EXPENDITURES			
03-4193-7100 SUN VALLEY RD MILL & OVERLAY			
S & C ASSOCIATES LLC	2302-2320 (JA	2305	2,807.75
S & C ASSOCIATES LLC	2302-2320 (JA	2303	177.00
Total GENERAL CIP EXPENDITURES:			2,984.75
03-4230-7100 UTILITY/PICK-UP TRUCK			
RIVER RUN AUTO PARTS	6538-175631	TRAILER CONNECTOR & ADAPTER	38.78
RIVER RUN AUTO PARTS	6538-175633	BRACKET MOUNTING	6.89
Total :			45.67
Total GENERAL CAPITAL IMPROVEMENT FD:			3,030.42
ORIGINAL LOT FUND			
ORIGINAL LOT TAX			
22-4910-4200 PROFESSIONAL SERVICES			
GRANICUS	148862	Short-Term Rental Inventory, Compliance, & Analytic Services	29,809.50
22-4910-6040 SUN VALLEY MARKETING ALLIANCE			
VISIT SUN VALLEY	79	Monthly Payment per contract	20,833.33
Total ORIGINAL LOT TAX:			50,642.83
Total ORIGINAL LOT FUND:			50,642.83
ADDITIONAL1%-LOT FUND			
ADDITIONAL 1%-LOT			
25-4910-4220 SUN VALLEY AIR SERVICE BOARD			
SUN VALLEY AIR SERVICE BOA	030122	January MOS 2022	271,917.81
Total ADDITIONAL 1%-LOT:			271,917.81
Total ADDITIONAL1%-LOT FUND:			271,917.81
FIRE BOND FUND			
FIRE BOND FUND EXP/TRNFRS			
41-4800-8200 DEBT SRVC ACCT INTEREST-FIRE			
ZIONS BANK	4899909	BOND SERIES 2020 4899909 INTEREST	153,509.38
Total FIRE BOND FUND EXP/TRNFRS:			153,509.38
Total FIRE BOND FUND:			153,509.38
FIRE CONSTRUCTION FUND			
FIRE FUND EXP/TRNFRS			
42-4800-7800 CONSTRUCTION			
A.C. HOUSTON LUMBER CO.	2202-890703	1/2 x 2-3/4 Wedge ANCH	5.68
A.C. HOUSTON LUMBER CO.	2202-890835	Epcon A7-500 Kit w/ Nozzle	31.99

Vendor Name	Invoice Number	Description	Net Invoice Amount
GRAINGER, INC., W.W.	9223408643	Epoxy, Edge Trim	79.56
GRAINGER, INC., W.W.	9226446038	Hydraulic Hose Assembly, Ball Valve, Nipple	266.40
ULINE	145127452	Window Squeegees, Bucket, Microfiber Cloths	247.05
ULINE	145127453	3M RP25 VHB Tape	62.77
Total FIRE FUND EXP/TRNFRS:			693.45
Total FIRE CONSTRUCTION FUND:			693.45
STRATEGIC INITIATIVE FUND			
STRATEGIC INITIATIVE EXPENSE			
54-4410-4200 PROFESSIONAL SERVICES			
CONNELLY, CARISSA	3.1	COMMUNITY HOUSING CONSULTING	7,315.00
AGNEW BECK CONSULTING INC	10151	Housing Action Plan & Assessment	12,306.97
SULLIVAN-REBERGER	4771	MARCH 2022 LOBBYING FEE	8,334.00
Total STRATEGIC INITIATIVE EXPENSE:			27,955.97
Total STRATEGIC INITIATIVE FUND:			27,955.97
WATER FUND			
WATER EXPENDITURES			
63-4340-2505 HEALTH REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid 2021-22: HRA	1,293.76
63-4340-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	841161	HRA & FSA Admin Fees February	16.50
63-4340-3200 OPERATING SUPPLIES			
ALSCO - AMERICAN LINEN DIVI	LBOI1968351	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	28.42
ALSCO - AMERICAN LINEN DIVI	LBOI1968353	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	56.43
CHATEAU DRUG CENTER	2514047	GORILLA SHIPPING TAPE	10.44
CHATEAU DRUG CENTER	2516674	2PK Wind Lock/Turn	6.64
PIPECO, INC.	S4462481.001	Cement PVC Clear	7.85
TREASURE VALLEY COFFEE INC	2160:08076289	COFFEE	45.60
63-4340-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	986405	37271 021522	480.55
63-4340-4200 PROFESSIONAL SERVICES			
KETCHUM COMPUTERS, INC.	18714	FEB 22 Water	239.25
63-4340-4300 STATE & WA DISTRICT FEES			
DEPARTMENT OF WATER RESOU	022522	Water Right Application	250.00
63-4340-5100 TELEPHONE & COMMUNICATIONS			
CENTURY LINK	2087264135862	2087264135862B 021322	380.62
SENTINEL FIRE & SECURITY, IN	73738	1177- 110 River Ranch Road	63.75
SYRINGA NETWORKS, LLC	22FEB0343	146523	1,662.50
VERIZON WIRELESS	365516521 021	365516521 021322	123.23
63-4340-5200 UTILITIES			
IDAHO POWER	2202458903 22	2202458903 221822	845.40
IDAHO POWER	2203658592 02	2203658592 022522	5,648.47
IDAHO POWER	2206786259 02	2206786259 021822	44.45

Vendor Name	Invoice Number	Description	Net Invoice Amount
INTERMOUNTAIN GAS	32649330001 0	3264933818 022522	49.68
Total WATER EXPENDITURES:			11,253.54
Total WATER FUND:			11,253.54

WASTEWATER FUND
WASTEWATER EXPENDITURES
65-4350-2505 HEALTH REIMBURSEMENT ACCT(HRA)

NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid 2021-22: HRA	3,347.43
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65-4350-2515 VISION REIMBURSEMENT ACCT(HRA)

NBS-NATIONAL BENEFIT SERVI	841161	HRA & FSA Admin Fees February	35.85
NBS-NATIONAL BENEFIT SERVI	CP310216	Claims Paid 2021-22: HRAVIS	194.00

65-4350-3200 OPERATING SUPPLIES

ALSCO - AMERICAN LINEN DIVI	LBOI1968351	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	28.41
ALSCO - AMERICAN LINEN DIVI	LBOI1968352	VARIOUS SUPPLIES (MATS, MOPS, TOWELS, ETC) 2021-2022 CONTRACT	126.36
ATKINSONS' MARKET	02517600	DISTILLED WATER	14.15
D & B SUPPLY INC.	76166	Work Pants: C. Riggs	119.97
FEDEX	7-664-96899	Shipping	8.20
GEM STATE PAPER & SUPPLY	1067998	PAPER TOWELS	67.41
PIPECO, INC.	S4462463.001	PVC Hand Saw Blade, Cement	33.69
UPS STORE #2444	MMN7FR56U	Shipping	14.58
UPS STORE #2444	MMN7FR57D	Shipping	11.60
UPS STORE #2444	MMN7FR59PR	Shipping	12.44
UPS STORE #2444	MMN7FR59Y	Shipping	17.50
UPS STORE #2444	MMN7FR5AC	Shipping	14.58
UPS STORE #2444	MMN7FR5AU	Shipping	14.58
UPS STORE #2444	MMN7FR5G45	Shipping	14.58
UPS STORE #2444	MMN7FR5HE	Shipping	36.61
UPS STORE #2444	MMN7FR5J3Y	Shipping	12.76
UPS STORE #2444	MMN7FR5SE1	Shipping	99.43
UPS STORE #2444	MMN7FR5UX	Shipping	13.12
UPS STORE #2444	MMN7FR5V8	Shipping	13.12
UPS STORE #2444	MMN7FR5W8	Shipping	15.01
UPS STORE #2444	MMN7FR5WX	Shipping	14.58

65-4350-3400 MINOR EQUIPMENT

HACH	12875286	SAMPLE CELL, 10ML	196.00
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65-4350-3500 MOTOR FUELS & LUBRICANTS

UNITED OIL	986404	37270 021522	525.23
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65-4350-3800 CHEMICALS

HACH	12870393	200MV ORP SOLUTION, 1ML	102.47
HACH	12875286	CHEMICALS - S-TKN TNT	206.08
THATCHER COMPANY, INC.	2022100108055	ALUMINUM SULFATE	6,066.96

65-4350-4200 PROFESSIONAL SERVICES

KETCHUM COMPUTERS, INC.	18714	FEB 22 WW	239.25
ROBERTS ELECTRIC	6559	LABOR - BLOWER MOTOR	95.00

65-4350-5100 TELEPHONE & COMMUNICATIONS

CENTURY LINK	2087268953402	2087268953402B 021322	59.68
SENTINEL FIRE & SECURITY, IN	73738	1177- 110 River Ranch Road	21.25

Vendor Name	Invoice Number	Description	Net Invoice Amount
SYRINGA NETWORKS, LLC	22FEB0343	146523	1,662.50
VERIZON WIRELESS	965494438 021	965494438 021022	24.53
VERIZON WIRELESS	965494438 021	965494438 021022	41.61
65-4350-5200 UTILITIES			
IDAHO POWER	2202158701 02	2202158701 022422	15,052.78
IDAHO POWER	2202703357 02	2202703357 021822	96.05
IDAHO POWER	2206786259 02	2206786259 021822	44.45
INTERMOUNTAIN GAS	32649330001 0	3264933824 022522	611.89
INTERMOUNTAIN GAS	32649330001 0	3263715189 022522	449.87
INTERMOUNTAIN GAS	32649330001 0	3264933818 022522 (SPLIT)	49.68
INTERMOUNTAIN GAS	32649330001 0	3264933819 022522	72.62
INTERMOUNTAIN GAS	58208688554 0	58208688554 022322	29.68
65-4350-6100 REPAIR & MAINT-MACH & EQUIP			
A.C. HOUSTON LUMBER CO.	2202-891934	Poly Pump	7.16
McMASTER-CARR SUPPLY CO.	72720641	METAL SEALING WASHER	41.36
PIPECO, INC.	S4453006 001	COUPLING AND MULTI-PURPOSE IPS	26.45
PIPECO, INC.	S4454602 001	PVC NIPPLES AND ADAPTERS	8.49
PIPECO, INC.	S4461769.001	Brass Ball, Galv Nipple, Galv 90 EL, Galv SQ Head Plug	78.19
PUMPTech, LLC	0178785-IN	ABE 35959, Buna Diaphragm	3,039.48
WESTERN STATES CIRCUIT BRE	3942-22RS	Cutler Hammers x2	1,525.20
65-4350-6900 COLLECTION SYSTEM SERVICES/CHA			
UNITED OIL	986404	37270 021522	11.99
VERIZON WIRELESS	965494438 021	965494438 021022	41.61
Total WASTEWATER EXPENDITURES:			34,707.47
Total WASTEWATER FUND:			34,707.47
PARKS/REC DEV TRUST FUND			
PARKS/REC TRUST EXPENDITURES			
93-4900-6500 ICE RINK-PRIVATE			
A.C. HOUSTON LUMBER CO.	2202-888460	2X8 & BTR FIR / LARCH S-DRY	66.27
BECKER ARENA PRODUCTS, INC	603469	Squeegee, Shipping	74.31
Total PARKS/REC TRUST EXPENDITURES:			140.58
Total PARKS/REC DEV TRUST FUND:			140.58
ESSENTIAL SERVICES FAC. TRUST			
ESF TRUST EXPENDITURES			
95-4193-7201 FUTURE ESF CITY HALL			
S & C ASSOCIATES LLC	2302-2320 (JA	2312	354.00
Total ESF TRUST EXPENDITURES:			354.00
Total ESSENTIAL SERVICES FAC. TRUST:			354.00
Grand Totals:			876,210.68

Vendor Name	Invoice Number	Description	Net Invoice Amount
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Report Criteria:
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
[Report].GL Account Number = "0110000000"- "9648008200", "9910000000"- "9911810000"
Invoice Detail.Voided = No,Yes



City of Ketchum

March 7, 2022

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Approve Road Closures for Special Events

Recommendation and Summary

Staff is recommending Council to approve the following road closures for two separate special events.

Main Street between 2nd Street and Sun Valley Road

Sun Valley Film Festival Street Party on April 1, 2022 from 6:30pm to 10pm. (pending IDT approval)

Picabo Street between Ritchie Drive and Skiway

Baldy Bash on April 16 from 7:00am - 7:00pm.

“I move to approve the street closure requests for the SV Film Festival and Baldy Bash events .”

The reasons for the recommendation are as follows:

- The City of Ketchum supports special events.
- The city has assigned designated and non-designated areas for special events.
- Non-designated street closures require approval by City Council.

Introduction and History

Designated locations, with a user fee of \$100 per event:

- First Avenue between Sun Valley Road and 4th Street
- First Avenue between Sun Valley Road and 2nd Street
- First Avenue between 5th and 6th Streets
- First Avenue between 1st and River Streets
- 4th Street between Leadville and East Avenues
- Picabo Street between Ritchie Drive and Gates Road
- Washington Avenue between 1st and River Streets

Other areas of the city, non-designated locations, require a user fee of \$500 per event and approval for use of the street by City Council.

Financial Impact

SV Film Festival and Baldy Bash included payment for the road closure with their Special Event application.



City of Ketchum
City Hall

March 7, 2022

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, ID 83340

Mayor Bradshaw and City Councilors:

Recommendation to approve Purchase Order 22066 For Paint Striping

Recommendation and Summary

Staff is recommending the council approve Purchase Order #22066 with Idaho Traffic Safety for paint striping and adopt the following motion:

"I move to approve Purchase Order # 22066 for \$62,030.83 with Idaho Traffic Safety and authorize the Mayor to sign PO #22066"

The reasons for the recommendation are as follows:

- MUTCD (Manual for Uniform Traffic Control Devices) requires paint markings to be visible and not faded.
- The City of Ketchum does not have resources to perform the work in-house and a competitive procurement was conducted in accordance with State Statute and City Policy.

Introduction and History

The City of Ketchum Streets and Facilities Maintenance Department applies paint to City streets each spring as part of its normal state of good repair work. The work consists of repainting the existing street markings including: crosswalks, handicap stalls, fog lines, center lines, parking lines, stop bars, turn arrows, and Bike Path indicators. The work typically starts at end of April and additional markings are added over new chip seal later in the season.

Analysis

Because of the staffing and equipment requirements involved in the paint striping work, the City of Ketchum has historically contracted out the work. So, on February 23, 2022, the City of Ketchum released an Invitation for Bids (IFB) publicly on its website and published the IFB in the Idaho Mountain Express. The City also sent the bid documents to known paint striping contractors. The information below reflects the results from our request.

- 1) Pavement Specialties Of Idaho (no response to bid request)
- 2) Sunseal (no response to bid request)
- 3) Idaho Traffic Safety

On February 28, 2022, only one bid was received by the City of Ketchum as summarized below:

Contractor	Bid Amount
Idaho Traffic Safety	\$62,030.83

The bid was deemed responsive and responsible by staff and the only bidder, Idaho Traffic Safety, is being recommended for award by City Council.

Financial Impact

Paint striping is included in the Streets Division budget and the PO is within the budgeted amount.

Sustainability

There are no electric paint machines in production at this time. We have also been using water base paints for many years now.

Attachments

- Attachment A: Purchase Order 22066
- Attachment B: Idaho Traffic Safety Bid (3 pages)

Brian Christiansen
Director of Streets and Facilities



CITY OF KETCHUM
PO BOX 2315 * 480 EAST AVE. * KETCHUM, ID 83340
Administration 208-726-3841 (fax) 208-726-8234

PURCHASE ORDER

BUDGETED ITEM? ☒ Yes ☐ No

PURCHASE ORDER - NUMBER: 22066

To: 2495 IDAHO TRAFFIC SAFETY INC 3400 EAST SUNNYSIDE RD IDAHO FALLS ID 83406-7723	Ship to: CITY OF KETCHUM PO BOX 2315 KETCHUM ID 83340
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P. O. Date	Created By	Requested By	Department	Req Number	Terms
02/28/2022	kchoma	kchoma	Streets Dept.	0	

Quantity	Description	Unit Price	Total
1.00	PAINT STRIPING 01-4310-69506 40	62,030.83	62,030.83
	SHIPPING & HANDLING		0.00
	TOTAL PO AMOUNT		62,030.83

Authorized Signature

Brian Christiansen, Director of Streets & Facilities

Item	Description	Quantities / ea. or LF	Unit Price	Extended
1	Crosswalks, 24" Straight Bars, Aprox 8' Wide Aprox 65' Long	44	\$185.00	\$8,140.00
2	Do Not Block 48" Tall Letters	8	\$50.00	\$400.00
3	Crosswalks with Diagonal Crossing	150	\$90.00	\$13,500.00
Additional Bike Path Work				
4	5 Bar Triangle Road	15	\$25.00	\$375.00
5	5 Bar Triangle Bike Path	23	\$20.00	\$460.00
6	Small Bike Stencil For bike Path	12	\$25.00	\$300.00
7	Large Bike Stencil for Road	0	\$0.00	\$0.00
8	Large X -ing	19	\$25.00	\$475.00
9	6" fog line	9,525	\$0.27	\$2,571.75
10	Caution for Bike Lane	23	\$20.00	\$460.00
11	Small Speed Limit Sign for Bike Lane	52	\$35.00	\$1,820.00
12	Stop Ahead	1	\$45.00	\$45.00
Items 1 - 12 need to be completed by May 20th			Subtotal	\$28,546.75
13	Yellow Curb Misc (As Directed)	200	\$1.50	\$300.00
14	Red Curb Misc (As Directed)	0	\$1.85	\$0.00
15	Center Line Striping 4" Double Yellow (If is measured by single line)	60,593	\$0.115	\$6,968.20

16	Edge Line Striping 4" White	9,616	\$0.18	\$1,730.88
17	Parking Stripe, 4" Yellow	27,300	\$0.25	\$6,825.00
18	Stop Bars, 24" x 2' long (don't paint bars at noncrosswalk painted Intersections)	168	\$25.00	\$4,200.00
19	STOP Stencils, 48" Letters	10	\$25.00	\$250.00
20	Handicap Stencils, White on Blue	40	\$45.00	\$1,800.00
21	Turn Arrows (Only)	8	\$20.00	\$160.00
22	Straight / Turn Arrows (only)	38	\$25.00	\$950.00
23	Fogline Striping 8" White	0	\$0.32	\$0.00
24	Sharrow's	45	\$20.00	\$900.00
25	Chevrons Painted on Speed Bump	8	\$50.00	\$400.00
26	Mobilization Fee Lump Sum	1	\$9,000.00	\$9,000.00
Items 13 - 25 need to be completed by June 1st			Subtotal	\$33,484.08
			Grand Total	\$62,030.83

Notes:

- 1 All prices are per application, if the bike path is requested to be painted in May and then again after the seal coat that would be counted as 2 applications with each being paid for at the listed unit prices. This may also include repaving projects
- 2 Etxtension price, if there is a discrepancy between the unit price and the extension the unit price is the correct price.
- 3 There is an extra \$1,500.00 mob fee / extra trip requested. I.e. if you add things not on the original bid.
- 4 The changing of the crosswalks, changes the amount of work put into them. Instead of 1 person doing the work, it will take 3 people. More labor costs into each crosswalk and longer days to get said work done.
- 5 If there is over a 3% increase on materials, then the costs will be passed onto the General Contractor, or the Owner of the project.
- 6 This bid expires after 30 days.
- 7 This price includes additional items sent on Feb 18th as per email.

Questions or Comments

Dustin Smith
Bid Estimator
(208) 522-4470
dsmith@idahotrafficsafety.com

Luke Mecham
Painting Scheduler
(208) 716-2924
luke@idahotrafficsafety.com

Agreement:

Job Title & Date:

Print & Sign:



City of Ketchum

March 7, 2022

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation To approve Memorandum of Understanding (MOU) #22-001 with Wood River Land Trust related to Warm Springs Preserve Creek Restoration.

Recommendation and Summary

Staff is recommending the Council approve a MOU #22-001 with the Wood River Land Trust which outlines a future partnership related to the restoration of Warm Springs Creek.

"I move to approve MOU #22-001 with Wood River Land Trust for Warm Springs Creek Restoration."

Introduction and History

The city is completing the private fundraising campaign for both the acquisition (\$8 million) of the Warm Springs Preserve as well \$1 million to replace irrigation system, donor recognition (wall, benches, picnic tables), public restroom/maintenance facility and modest revegetation.

- As outlined since the start of the campaign, the City of Ketchum is committed to the following priorities for Warm Springs Preserve:
 - A passive park for open space in perpetuity
 - Off-leash dog access
 - Informal activities (i.e., frisbee golf, dog walking)
 - Informal gatherings (i.e., picnics)
 - Nordic trail
 - Public restroom
 - New irrigation system to preserve water/reduce maintenance costs
 - Restoration of riparian zone adjacent to Warm Springs Creek and its floodplain connector trail
 - The Wood River Land Trust, with its extensive experience and expertise, intends to partner with Ketchum to explore the restoration of this portion of the property. See the attached (draft) memorandum of understanding.

City staff is currently requesting proposals from professional design teams to complete the master plan for the preserve. The Land Trust has been asked to be a partner with the city during in the master planning process due to their expertise and track record of similar projects. Scope and proposed phasing for the master planning process is as follows:

- March 2022 – retain design team for Master Plan
- June – public launch event at Warm Springs Preserve
- Summer 2022 – conduct public engagement opportunities

- Implement the Master Plan in phases (funding dependent)
 - Phase I: Fall 2022 – donor recognition elements (donor wall, signage, benches)
 - Phase II: 2023 – public restroom/maintenance building, new irrigation system, and modest revegetation
 - Phase III: TBD – trail, flood/stream restoration

Should the master plan be approved by the city council and other regulatory agencies (Idaho Department of Water Resources, Army Core of Engineers) where required (creek restoration), the Land Trust would likely lead and assist with the funding of the implementation of the restoration efforts. Staff envisions future amendments with greater detail to this MOU based on how the project proceeds.

Financial Impact

There is no fiscal impact of the MOU.

Attachments

- MOU #22-001

MEMORANDUM OF UNDERSTANDING #22-001
City of Ketchum/Wood River Land Trust Company

Effective March _____, 2022, this Memorandum of Understanding (“MOU”) is between the Wood River Land Trust Company, an Idaho Nonprofit Corporation (“WRLT”) and the City of Ketchum, a political subdivision of the State of Idaho (“Ketchum”). This MOU is non-binding between the parties for the purpose of memorializing initial terms and conditions of a prospective agreement as of the effective date.

Ketchum has an option agreement with the owner of Blocks 2 through 8, Warm Springs Ranch Resort PUD Large Block Plat recorded as Blaine County, Idaho Instrument No. 576508 (the Property). Ketchum is in the process of exercising the option to purchase the Property. Approximately one mile of Warm Springs Creek (the Creek) runs through the Property. The Creek is no longer a natural water course resulting from straightening, filling and diking with riprap and heavy machinery. WRLT first developed plans for the Creek’s restoration in the Property in 2005, as part of a prior third-party effort to purchase the Property. In addition, WRLT has experience in working with third parties to plan and implement riparian, river and wetland restoration (i.e., the watercourse). Ketchum desires to work with WRLT to restore the Creek to a naturally functioning and sustainable watercourse that hopefully, will mitigate the potential for flooding and its impacts in the current unnatural Creek, improve habitat for native flora and fauna and provide community outdoor recreational opportunities.

As a result, WRLT and Ketchum memorialize the following:

- WRLT and Ketchum will collaborate on drafting a request for proposal to obtain services from third parties to master plan the restoration of the Creek and Property (the master plan);
- While Ketchum will be responsible for paying the master plan consultants costs and fees, Ketchum and WRLT will work together to choose those consultants and develop and finalize such consultants’ service agreements for such master plan;
- WRLT will assist consultants on the master plan by providing input from WRLT’s experience with watercourse restoration and allocating water to reduce water use necessary to restore and maintain the watercourse and Property;
- Once a master plan is developed and approved by Ketchum and WRLT, Ketchum will post the master plan on its website and hold public hearings to canvas and gather community input;
- Ketchum will obtain all necessary local, state and federal approval required by any master plan;
- Subject to available public and private funding; Ketchum agrees to implement the master plan ultimately approved by the public and all local, state, and federal agencies.

Although not an express agreement, merely an expression of anticipated or expected terms and conditions of a prospective agreement, all parties acknowledge and understand this is a framework for such an agreement and an approximate and fair interpretation of the parties' understanding to this point in the process and time. And, this MOU has been approved by at least a majority of a quorum of WRLT's board of directors, authorizing the below to sign for WRLT, and a sufficient vote of Ketchum's City Council authorizing the Mayor to sign for Ketchum. Once the terms and conditions in this MOU are either incorporated into an agreement between WRLT and Ketchum, the parties contemplate an additional MOU concerning implementation of the restoration components in this MOU.

Wood River Land Trust Company

By: _____

Its: _____

City of Ketchum

By: _____
Neil Bradshaw, Mayor

Attest: _____



City of Ketchum

March 7, 2022

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to hold a Public Hearing and Adopt Resolution 22-016; Adopting Fee Schedule for Short-term Rental Registration Program

Recommendation and Summary

Staff is recommending the Council hold a public hearing and then adopt Resolution 22-016 a revised fee schedule for the City of Ketchum with the following motion:

"I move to adopt Resolution 22-016 adopting fee schedule for Short-term Rental (STR) Registration Program"

The reasons for the recommendation are as follows:

- On January 18th, the City Council approved Ordinance #1230 which instituted a new registration program for Short-term Rental owners.
- Idaho State Law allows cities to recoup direct and indirect (overhead) costs associated with business license programs. Idaho law requires a public hearing for any new fee or fee increase greater than five percent.
- This proposed new fee will be evaluated yearly based on costs and registration compliance rate of short-term rental units.

Introduction and History

On January 18th, the City Council approved the new business license regulations for short-term rental units in Ketchum. The goal of the new ordinance is to acquire better data regarding short-term rental units operating in Ketchum; ensure compliance with fire/public safety regulations; and ensure payment of Local Option Taxes. Should the Council approve the proposed fee structure; staff estimates having all elements of the new program up and running for a May/June registration period of STR owners.

The regulatory structure is based on Idaho law which allows cities to establish regulations for businesses and collect both direct and in-direct costs associated with administering the program. Fees charged by the City are established via a resolution of the City Council. Resolution 15-018 established the first citywide fee resolution for the City of Ketchum. The fee resolution has been periodically updated to add new fees or modify existing ones.

Financial Impact

Staff proposes the following fee structure for the first year of the program.

Employee/Cost Item	%	Amount
Treasurer	10%	12,492.90
Business Tax Specialist	50%	41,970.50
Fire Marshall	30%	46,470.90
Fire Inspector	100%	79,328.00
CSO's compliance	20%	45,216.80
Granicus	100%	29,809.50
Inspection Software	100%	4,000.00
Annual Expenses	100%	1,000.00
<i>Total Costs</i>		<i>260,288.60</i>
<i>Total Units (760)</i>	<i>65%</i>	<i>494.00</i>
Proposed Fee		\$527.00

Staff inquired with other cities and industry leaders to understand a reasonable registration/payment compliance rate; it was determined to be 65%. Following the first year of the program, if compliance is higher, staff would propose to reduce the rate. Improved data (number of bedrooms, square footage of units, etc.) will also allow future flexibility for Council to potential set a fee structure based on those elements versus a simple per unit format.

Attachments

- Attachment A: Resolution 22-016
Redline

RESOLUTION NUMBER 22-016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO AMENDING THE FEE SCHEDULE AND CHARGES FOR ALL CITY DEPARTMENTS AND ESTABLISHING POLICIES FOR COLLECTING FEES

WHEREAS, the City incurs administrative costs in processing applications, enforcing codes, administering regulations, maintaining facilities, monitoring project development, engaging the public, reviewing proposals, providing support, and conducting required inspections; and

WHEREAS, the Ketchum Municipal Code authorizes the establishment and adoption of fees to cover the administrative costs of reviewing applications for any service provided by the City of Ketchum; and

WHEREAS, each department within the City of Ketchum organization has quantified the costs of processing and administering each application specific to that department; and

WHEREAS, the City of Ketchum adopted Resolution 15-018 establishing the first citywide fee resolution on August 24th, 2015; and

WHEREAS, the City Council approved changes to Resolution 15-018 at the May 2, 2016 Regular Meeting and directed staff to bring back a revised resolution for adoption at a Special Meeting of the City Council on May 5, 2016; and

WHEREAS, the City Council approved Resolution 16-006 at a Special Meeting of the City Council on May 5, 2016; and

WHEREAS, the City Council approved additional amendments to the fee resolution on June 6, 2016 and adopted Resolution 16-008; and

WHEREAS, the City Council approved additional amendments to the fee resolution on September 18, 2017, and adopted Resolution 17-011, thereby establishing the citywide fee resolution; and

WHEREAS, the City Council approved additional amendments to the fee resolution on April 16, 2018, and adopted Resolution 18-012, thereby establishing the citywide fee resolution; and

WHEREAS, the City Council approved additional amendments to the fee resolution on August 20, 2018, and adopted Resolution 18-020, thereby establishing the citywide fee resolution; and

WHEREAS, the City Council approved additional amendments to the fee resolution on December 3, 2018, and adopted Resolution 18-031, thereby establishing the citywide fee resolution; and

WHEREAS, the City Council approved additional amendments to the fee resolution at a Regular meeting on October 21, 2019, and adopted Resolution 19-024, thereby establishing the citywide fee resolution; and

WHEREAS, the City Council approved additional amendments to the fee resolution at a Regular meeting on November 18, 2019, and adopted Resolution 19-029, thereby establishing the citywide fee resolution; and

WHEREAS, the City Council approved additional amendments to the fee resolution at a Regular meeting on January 6, 2020, and adopted Resolution 20-005, thereby establishing the citywide fee resolution; and

WHEREAS, the City Council considers additional amendments to the fee resolution at a Regular meeting on September 21, 2020, through Resolution 20-023; and

WHEREAS, the City Council considers additional amendments to the fee resolution at a Regular meeting on October 18, 2021, through Resolution 21-015.

WHEREAS, the City Council considers additional amendments to the fee resolution at a Regular meeting on December 20, 2021, through Resolution 22-013.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of Ketchum, Idaho that the City Council hereby rescinds all existing fee schedules established and adopted prior to the date of this resolution in their entirety and establishes a comprehensive fee schedule for all city fees in the sections provided below in this resolution.

Section 1: Planning and Building Department Fees

TABLE 1-A BUILDING PERMIT and PLAN CHECK FEES

TOTAL VALUATION ¹	FEE
\$1.00 to \$500.00	\$24.50
\$501.00 to \$2,000.00	\$24.50 for the first \$500.00 plus \$3.25 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$72.50 for the first \$2,000.00 plus \$14.50 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$409.50 for the first \$25,000.00 plus \$10.50 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$672.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1038.50 for the first \$100,000.00 plus \$5.75 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,379.25 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,861.00 for the first \$1,000,000.00 plus \$3.75 for each additional \$1,000.00, or fraction thereof
PLAN CHECK FEES	
Plan Check Fee	65% of Permit Fee
P&Z Plan Check Fee	70% of Plan Check Fee
Fire Department Plan Check Fee	Same as P&Z Plan Check Fee
Revisions to Building Permit Plans:	
Review without a Design Review Permit	\$250.00
Review with a Design Review Permit	\$450.00
Other Inspections and Fees:	
1. Inspections outside of normal business hours (minimum charge--two hours)	\$60 per hour ²
2. Re-inspection fees assessed under provisions of Section 109.7	\$60 per hour ²
3. Inspections for which no fee is specifically indicated (minimum charge--one-half hour)	\$60 per hour ²
4. Additional and partial inspections above the minimum required by the building codes may be charged (minimum charge—one hour)	\$60 per hour ²
5. Additional plan review required by changes, additions or revisions to plans (minimum charge--one-half hour)	Building Permit only not design review = \$250 per hour ² Design review & Building permit = \$450.00
6. Additional costs incurred by the City for security agreements and other similar processes (minimum charge)	\$100 ³
7. For use of outside consultants for plan checking and inspections, or both	Actual costs ³
8. Penalty for commencement of work without a building permit (in addition to stop work order and violation fees allowed for in Ketchum Municipal Code, Section 15.04.030)	\$1,000
9. Deferred submittals, per each submittal	25% of Plan review fee
10. Temporary Certificate of Occupancy (non-refundable)	\$1,000 per week
11. Alternative Energy System Installation	\$100 ⁴
11. Demolition Fee	\$150 ⁵
12. Administrative Review Fee	\$190 per day
Notes to Table 1-A	
¹ Building permit valuation shall include the total value of the work for which a permit is being issued, including materials and labor. The building official may require documentation of the building permit valuation as necessary to ensure correct valuation of the project.	
² Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.	
³ Actual costs include administrative and overhead costs.	
⁴ Fee covers one inspection. Additional inspections shall be charged at the rate identified in Other Inspections and Fees #4.	
⁵ A security agreement equaling 150% of the estimated demolition cost is required for all demolition permits.	

BUILDING PERMIT AND REVIEW FEE POLICIES

Administrative Review Fee. An administrative fee of \$190 per day shall be charged to the applicant of a building permit when all fees associated with a building permit are not paid within five (5) working days after the date of the issuance of a building permit. This fee shall commence on the sixth day after the Issuance of a Building Permit and shall be charged on all working days thereafter until all fees associated with the building permit are paid.

Expiration of an Inactive Building Permit. Except as otherwise described in 15.04 of the Ketchum Municipal Code, building permits that are not obtained by the applicant within 30 working days from the official date of the Issuance of a Building Permit shall be deemed null and void.

Fees for re-roofs. A full building permit fee and a ten (10) percent plan check fee shall be required for all re-roofing. No Fire Department plan check fee and no Planning Department plan check fee shall be required for re-roofing. However, when a re-roof of other than a one- or two-family dwelling includes new structural elements that change the roof, including but not limited to the addition of cold roof sleepers, a full permit shall be required and all plan check fees shall be assessed.

Fee Refunds. The Building Official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.

The Building Official is authorized to establish a refund policy but shall not authorize the refunding of more than eighty (80) percent of the permit fees or the various plan review fees. The applicant for a building permit must request a refund in writing on or before the one year anniversary of the date the application for a permit was completed.

Fees for repairs. Repairs of all elements for which a building permit is not specifically excluded shall require a permit. Fees for repair work shall be the full building permit fee based on the cost of the repair work and a ten (10) percent plan check fee. No Fire Department plan check fee and no Planning Department plan check fee shall be required for repairs.

Fire Department Review. Fire Department approval shall be obtained prior to obtaining a building permit. A plan check fee for the Fire Department review shall be in accordance with the Fire Department fee schedule as enacted by separate resolutions and ordinances but shall be assessed and collected by the Building Department at the time of application for a permit.

Incomplete construction documents. When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in the International Building Code, Section 107 and the International Residential Code, Section 106, an additional plan review fee shall be charged at the rate shown in Table 1-A.

Issuance of a Building Permit. A building permit is issued when the Building Official, or their designee, signs and dates the Building Permit. All timelines and scheduling requirements begin on this date.

Payment of Fees. On application for a permit applicant shall pay one hundred (100) percent of all permit, plan check, fire plan check, and planning and zoning plan check fees. All other fees, including impact fees and any fees paid in-lieu of actual improvements or requirements shall be paid when the building permit is issued and no later than five (5) working days after the date of the Issuance of a Building Permit.

Penalty for Commencement of Work without a Building Permit. This penalty shall be assessed in in addition to stop work order and violation fees allowed for in Ketchum Municipal Code, Section 15.04.030.

Commencement of Work is defined as, "Any excavation including the removal of topsoil or any removal of trees or brush preparatory to excavation shall be defined as the commencement of work authorized by a permit."

Planning Department Review, Inspection and Fees. Planning Department approval shall be obtained prior to obtaining a building permit. Planning Department fee for plan check for building construction shall be seventy (70) percent of the

Building Department plan review fee and shall be assessed and collected by the Building Department at the time of application for a permit.

Plan Review Fees. When submittal documents are required by the International Building Code, Section 105 and the International Residential Code, Section 105, a plan review fee shall be paid at the time of submitting the documents for plan review. Said plan review fee shall be sixty-five (65) percent of the building permit fee as shown in Table 1-A.

The plan review fees specified are separate fees from the permit fees specified in the International Building Code, Section 109.2 and the International Residential Code, Section 108.2 and are in addition to the permit fees.

Security Agreements. A security agreement, in the amount of one hundred fifty (150) percent of the value of the work in question, may be required prior to final building inspection in the event that said work cannot be completed due to temporary circumstances, such as cold temperatures and/or frozen ground. Granting of a security agreement is at the discretion of the City Council. A letter of credit may satisfy the requirement for a security agreement

Temporary Certificate of Occupancy. A Temporary Certificate of Occupancy shall be issued in rare circumstances and only for projects that meet all life safety and structural requirements as dictated by the family of international building codes, as applicable to the project. A Temporary Certificate of Occupancy shall be valid for no more than fourteen (14) days from the date of issuance, at which time the project must obtain a permanent Certificate of Occupancy or pay the fee for an additional Temporary Certificate of Occupancy.

Waiver of Fees as an Economic Development Incentive. Up to 25% of all Plan Review Fees, Planning Department Review Fees, and Fire Department Review Fees may be waived for any project that meets all criteria established by the Idaho Department of Commerce for the Tax Reimbursement Incentive program. Official documentation of approval of the project by the Idaho Department of Commerce must accompany any request to waive review fees. The Administrator shall approval all projects for a fee waiver that meet these criteria.

TABLE 1-B PLANNING & ZONING FEE SCHEDULE

APPLICATION TYPE	FEE (\$)
DESIGN REVIEW	
Pre-application	\$1,100
Single Family Residential Design Review	\$1,400
Multi-Family Residential Design Review	\$1,800/first unit, \$350 each additional
Non-residential and Mixed Use Design Review	\$1,525 plus \$100 per 1,000 gross sq. ft.
Accessory Dwelling Unit Design Review	\$450
Minor Modification Design Review - Administrative	\$250
Hotel Pre-Application	\$0.10/sq. ft.
Hotel Design Review (not phased)	\$0.32/sq. ft.
Hotel Phasing Design Review	2 Phase= 1: \$0.16/sq. ft.
	2: \$0.16/sq. ft.
	3 Phase= 1: \$0.11/sq ft
	2: \$0.11/ft
	3: \$0.10/ft
SUBDIVISION	
Land Subdivision: Preliminary Plat	\$1,300/lot
Condo/Townhouse Subdivision: Preliminary Plat	\$525/unit
Subdivision: Final Plat	\$375/lot or unit
PUD	\$4,300 first 4 units/lots,
	\$1500 each additional
Lot Line Shift	\$475 per altered lot
Vacation	\$1,615
FLOODPLAIN DEVELOPMENT PERMITS	
Streambank Alteration	\$500 plus applicable consultant review expenses
Emergency Streambank Alteration Permit	\$250 permit fee, applicable consultant review expenses, and \$1,000 refundable deposit to be refunded upon approval of follow-up Streambank Alteration Permit
Single Family Residential Floodplain Permit	\$1,400
Multi-Family Residential Floodplain Permit	\$1,800/first unit,
	\$350 each additional
Subdivision in Floodplain	\$350 per lot located wholly or partially within flood plain plus applicable consultant review expenses
Non-residential and Mixed Use Floodplain Permit	\$1,525 plus \$100 per 1,000 gross sq. ft.
Minor Project Floodplain Permit - interior remodel, new structures/additions entirely outside of floodplain, substantial landscape/riparian alteration (including removal of five or more riparian trees)	\$250
Minor Riparian Alteration – removal of hazard trees (up to four trees), minor maintenance of riparian trees and vegetation	\$125
OTHER PERMITS	
Administrative Use Permit	\$250
Sign	\$125
Fence	\$100
Day Care facility	\$300
Conditional Uses (except Day Care Facilities)	\$1,100
Variance	\$1,100
Appeals	\$2,175 (+ cost of transcript if required)
Off-Site Vendor	\$525 (seasonal), \$750 (annual). An additional \$150 per month facility fee for vendors with no on-site public restroom.
Grading	\$125
Hotel PUD	\$0.48/sq. ft.
Snow Storage Permit – Neighborhood	\$75
Snow Storage Permit – Commercial	\$125
Snow Storage Permit – Conditional Use Permit	\$250

CHANGES/AMENDMENTS/WCF'S	
Comprehensive Plan Change	\$1,925
Zoning Code Revision	\$1,925
Zone Change Request	\$1,925
WCF Master Plan/WCF Permit/Staff approval	\$525/\$525/\$225
Development Agreement Rezone	\$2,900, subject to development agreement
Development Agreement (non-rezone)	\$1,900, subject to development agreement
Residential Annexation	\$5,688 per unit, subject to annexation agreement
Commercial Annexation	\$12,655 per 1000 square feet, subject to annexation agreement
Amendment to Development Agreement	\$1,900
Miscellaneous Fees and Changes	
Consultant Review Fee	100% of actual costs incurred by City
Community Housing In-lieu Fee	\$450 per square foot

C. IMPACT FEES

TABLE 1-C.1 DEVELOPMENT IMPACT FEES				
	Fire	Parks	Police	Streets
Single Family	\$2,092	\$,1047	\$104	\$4,492
Multi Family/unit	\$1,616	\$809	\$80	\$3,471
Commercial	\$.454/sf	\$0	\$.022/sf	\$.968/sf

Section 2: Fire Department Fees

TABLE 2-A CITY OF KETCHUM FIRE DEPARTMENT FEE SCHEDULE	
<u>Permits Required Under the 2012 International Fire Code Section 105</u>	
a.1. Automatic fire alarm system. Plan checks, inspections and acceptance testing of required fire alarm systems.	
Permit Plan Check Fee per hour	\$55.00
Inspections and Testing Fee per hour	\$60.00
a.2. Automatic fire sprinkler system. Plan checks, inspections and acceptance testing of required fire sprinkler systems.	
Permit Plan Check Fee per riser	\$75.00
plus \$1.00 per head calculation	
Inspections and Testing Fee per hour	\$75.00
c.1 Carnivals and Fairs. An operational permit is required to conduct a carnival or fair.	
Permit Fee	\$75.00
c.2. Compressed gases. An operational permit is required for the storage, use or handling at normal temperature and pressure (NTP) of compressed gases in excess of the amounts listed in Table 105.6.8. <u>Exception:</u> Vehicles equipped for and using compressed gas as a fuel for propelling the vehicle.	
Permit Fee	\$75.00
c.3. Consultants Fees. Fees for use of outside consultants for plan checking and inspections,	

or both.	
Fee: Actual Costs Charged by Consultants per Project Review	Actual Costs
c.4. Cryogenic fluids. An operational permit is required to produce, store, transport on site, use, handle or dispense cryogenic fluids in excess of the amounts listed in Table 105.6.10. <u>Exception:</u> Permits are not required for vehicles equipped for and using cryogenic fluids as a fuel for propelling the vehicle or for refrigerating the lading. Permit Fee	\$50.00
c.5. Daycare Inspection. Inspection Fee	\$25.00
e.l. Emergency responder radio coverage system. A construction permit is required to install or modify an emergency responder radio coverage system and related equipment. Permit Plan Review Fee Inspection and Testing Fee per hour	\$500.00 \$55.00
e.2. Explosives or blasting agents. An operational permit is required for the manufacture, storage, handling, sale or use of any quantity of explosives or explosive materials. Permit Fee	\$100.00
f. 1. Fire clearance permits. Fire clearance permits issued by the fire department for uses such as Nursery Schools, Day Care Centers and Foster Homes. Permit Fee	\$25.00
f.2. Flammable or combustible liquids. An operational permit is required per Section 105.6.16. Permit Fee	\$100.00
h.l. Hazardous Materials. An operational permit is required to store, transport on site, dispense, use or handle hazardous materials in excess of the amounts listed in Table 105.6.20. Permit Fee	\$100.00
h.2. Hood and duct. An operational permit is required for inspection and acceptance testing of hood and duct systems. Permit Fee	\$50.00
L.1. Liquefied petroleum gases. An operational permit is required for: Storage and use of LP-gas. <u>Exception:</u> A permit is not required for individual containers with a 500-gallon (1893 L) water capacity or less serving occupancies in Group R-3. Permit Fee	\$75.00
o.l. Oil or fuel tank removal. A construction permit is required: 1. To repair or modify a pipeline for the transportation of flammable or combustible liquids. 2. To install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used. 3. To install, alter, remove, abandon or otherwise dispose of a flammable or combustible liquid tank. Permit Fee	\$100.00
o.2. Open burning. An operational permit is required for the kindling or maintaining of an	

open fire or a fire on any public street, alley, road, or other public or private ground. Instructions and stipulations of the permit shall be adhered to. Exception: Recreational fires.	
Permit Fee	\$50.00
<p>p.1. Plan check fees: Fee for initial plan check for building construction. Permit Fee 70% DBS plan check fee</p> <p>Fee for any additional checks of revised plans for building construction is the same</p>	
<p>p.2. Pyrotechnical special effects material. An operational permit is required for use and handling of pyrotechnic special effects material.</p>	
Permit Fee	\$100.00
<p>s.1. Solar photovoltaic power system. A construction permit is required to install or modify solar photovoltaic power systems.</p>	
Permit Fee	\$50.00
<p>s.2. Spraying or dipping. An operational permit is required to conduct a spraying or dipping operation utilizing flammable or combustible liquids or the application of combustible powders regulated by Chapter 24.</p>	
Permit Fee	\$100.00
<p>t.1. Tents, canopies and temporary membrane structures. An operational permit is required to operate an air-supported temporary membrane structure, canopy or tent having an area in excess of 400 square feet (37m). Exception: Tents used exclusively for recreational camping purposes and fabric canopies open on all sides, which comply with the items listed in Section 105.6.43 of the 2012 International Fire Code.</p>	
Permit Fee	\$40.00
<p>u.1. Use of apparatus. Use of fire department apparatus or personnel, one (1) hour minimum. Time is from station door to station door.</p>	
Personnel per hour	\$55.00
Ambulance Staffed with 2 EMTs per hour	\$145.00
Fire Engine Staffed with 3 Firefighters per hour	\$175.00
Staff Vehicle Staffed with 1 Firefighter or EMT per hour	\$100.00

Section 3: Parks, Events, and Recreation Department Fees

Table 3A – Youth After School Program Fees (payment plans and scholarships available)

Full season (school year)	\$630.00
Per month	\$88.00
Per day	\$12.00
Out-of-school and extra activities	range is \$35.00-\$55.00; cost is activity dependent
Swimming (6 weeks session)	\$75.00
Additional after school activities	\$36.00 rec member/\$68.00 non-member

Table 3B – Summer Youth Recreation Program (payment plans and scholarships available)

Full summer (ten weeks M-Th)	\$920.00
Per week (M-TH)	\$130.00
Per day (drop-in)	\$36.00
Swimming (10 weeks session)	\$125.00
Friday Adventures (requires individual registration)	Cost is activity dependent

Table 3C – Park Reservations

½ day rate (up to 4 hours)	Full day rate (up to 8 hours)
100 people or fewer: \$80.00	100 people or fewer: \$160.00
101 people or more: \$160.00	101 people or more: \$320.00
Refundable Security Deposit (over 100 people): \$250.00	
<i>*additional departmental fees and security deposit fees may apply</i>	

Table 3D – Atkinson Park athletic fields, Recreation Center

Athletic fields and facilities	\$65 per two hours; additional fees may apply
Recreation Center	\$50 per hour plus \$150 security deposit

Table 3E – Organized Sports Leagues/Commercial Use Permit*

All public park areas	Fees are determined by staff according to current Park Reservations, athletic field, and Recreation Center fee schedules
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*Commercial uses when organizer charges an admission or participation fee

Table 3F – Special Events*

Street Party Application Fee	\$100.00
Block Party Application Fee	\$50.00
Category A – application fee	\$100.00
Category B – application fee	\$400.00
Category C – application fee	\$800.00
Facility Fee	\$150.00 per day
Visitor Center Window Advertising Permit	\$75.00
Music License Fee	\$10 per day

Street Closure for Designated Event Location	\$100.00
Street Closure for Non-Designated Event Location	\$500.00
Refundable Security Deposit (Street Party & Small Events)	\$250.00
Refundable Security Deposit (Medium & Large Events)	\$500.00
<i>*additional departmental fees and security fees may apply.</i>	

*Additional departmental fees may apply and are assessed following the event

Table 3G – Film Permit*

Motion: City Property including rights-of-way	\$400.00 per day
Still: City Property including rights-of-way	\$200.00 per day

* Additional departmental fees may apply and are assessed following the event

Table 3H – Memorials and donations

Benches, trees, tables, property, etc.	All memorials are cost-specific and determined by Department Director or designee
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Table 3I – Tree Services

Tree Removal Permit (allows contractor to remove a public tree upon outside request with permission)	\$50 per occurrence
Tree Permit (allows contractor to perform work on public trees with permission)	\$50 per fiscal year

PARKS & RECREATION DEPARTMENT FEE POLICIES

Liability Waiver and Insurance Requirements. Where applicable, all participants are required to sign a liability indemnification statement and provide proof of insurance.

Youth Program Photo Release. Parent or legal guardian of youth program participants are required to sign a photo release stating: Unless I decline in writing I also authorize the City of Ketchum, and/or parties designated by the City of Ketchum, to use my child's photo for the reproduction in any manner the City of Ketchum desires, for advertising, display, audiovisual exhibition or editorial use.

Refunds. No cash refunds are given. Refunds and over payments will be credited to participants with a gift certificate for future program use. Gift certificates are valid for one (1) year from the date of issuance toward any Ketchum Parks & Recreation Department program or service. Gift certificates are non-transferable. This policy applies to all programs and services offered by the Parks & Recreation Department.

All other policies are determined by current Ordinance or Resolution language. Registration and/or approved permits are required for all activities listed above.

Section 4: Public Works Department Fees

TABLE 4-A STREET DIVISION FEES	
Banner Install/Remove	\$175
Right of Way Encroachment Agreement	\$150
Temporary Use of the Right of Way Permit (TURP)	\$100
Dig Permit	\$50
Barricade Rental	\$20
Security Agreement/Performance Bond Processing Fee	\$100

* To the extent that outside agencies charge fees to record documents, such fees will be passed onto the applicant.

TABLE 4-B WATER DIVISION FEES	
City water tap and corporation stop installation 1" tap 1 ½" tap 2" tap	In addition to connection fees in table 4-D \$203 \$220 \$247
Non-Standard Connection Fee	Time and material cost to city
Water Meter Fee – 1" Water Meter	Meter cost + \$40; check with Water Division for current meter costs
Water Meter Fee – 1.5" R2 Water Meter	Meter cost + \$40; check with Water Division for current meter costs
Water Meter Fee – 1.5" C2 Water Meter	Meter cost + \$40; check with Water Division for current meter costs
Water Meter Fee – 2" R2 Water Meter	Meter cost + \$40; check with Water Division for current meter costs
Water Meter Fee – 2" C2 Water Meter	Meter cost + \$40; check with Water Division for current meter costs
Water Meter Fee – 3" Water Meter + up	Meter cost + \$40; check with Water Division for current meter costs
Water Meter Vaults	\$1,100
Fire Line Permit Fee	\$253
Turn-On Fee	\$25.00
Turn-Off Fee	\$25.00
Water User Charges – Metered Users Base charge <u>Gallons Supplied</u> 1,000 – 8,000 8,001 – 65,000 65,001 – 120,000 >120,000	\$14.55 per month (residential or commercial) Additional Charge per 1,000 gallons \$1.15 \$2.31 \$4.65 \$6.98
Water User Charges – Non-Metered Users <u>Residential Flat Rate</u> First five (5) cold water taps or less Each additional cold water tap Irrigation and sprinkling per each 1,000 square feet of lot area <u>Commercial Flat Rate</u> First five (5) cold water taps or less Each additional cold water tap Irrigation and sprinkling per each 1,000 square feet of lot area	 \$25.06 per month/unit \$2.31 per month/unit \$0.83 per month/ unit \$38.46 per month/unit \$3.20 per month/unit \$0.84 per month/unit

Fire User Charge	
<u>Connection Size</u>	
2"	\$8.21 per month
4"	\$16.70 per month
6"	\$33.56 per month
8"	\$49.61 per month
10"	\$67.16 per month
12"	\$83.11 per month
Tank Truck Fill Fee	Fee determined by amount
Use of Fire Hydrant Charge	\$25.00 per day

TABLE 4-C WASTEWATER DIVISION FEES

Service Inspection Fee		\$40
Sewer User Charges		
Service No.	Classification	Rate Per Month
11	Single family home	\$39.12
12	Multiple living unit	\$39.12
13	Motel / hotel (first unit)	\$39.12
15	Office building / 1,500 square feet	\$39.12
16	Retail sales / 3,000 square feet	\$39.12
17	Restaurant / cafe per seat with or without a trap	\$3.86
20	Retail food / 1,500 square feet	\$39.12
21	Barber shop / per chair	\$19.54
22	Beauty salon / per operator	\$39.12
26	Dry cleaners	\$78.20
27	Garage / mechanical per 1,500 square feet	\$78.20
28	Laundries	\$156.44
29	Bank	\$78.20
30	School / per 50 students	\$39.12
31	Swimming pool / private / 500 square feet	\$9.72
32	Beer, wine, liquor	\$78.20
33	Theater / per screen	\$78.20
35	Nursery school	\$78.20
36	Church	\$78.20
37	Lodge / private / 3,000 square feet	\$78.20
39	Dentist / doctor/ per medical doctor	\$42.10
40	Car wash with recycle	\$42.10
41	Hospital / per bed	\$7.80
42	Bowling alley / per lane	\$15.63
43	Car wash without recycle / per bay	\$78.20
44	Commercial / 3,000 square feet	\$39.12
45	Photo development lab	\$78.20
46	Gas station with public restrooms	\$78.20
47	Warehouse / 6,000 square feet	\$39.12
48	Swimming pool / public / 500 square feet	\$29.90
54	Motel / hotel unit without cooking	\$9.72
55	Motel hotel, with cooking	\$19.54
56	Senior family living home	\$19.54
Returned Check Charge		Actual Cost

Table 4-D Water and Wastewater Connection Fees

Meter Size	Base Connection Fee Scale Factor	Water Connection Fee	Wastewater Connection Fee
1"	1.00	\$3,816.00	\$2,921.00
1.5"	2.25	\$8,586.00	\$6,572.25
2"	4.00	\$15,264.00	\$11,684.00
3"	9.00	\$34,344.00	\$26,289.00
4"	16.00	\$61,056.00	\$46,736.00
6"	36.00	\$137,376.00	\$105,156.00

* Connection Fees are pursuant to October 18, 2019, Galena Engineering Report

Section 5: Administrative/City Clerk Fees

TABLE 5-A BUSINESS LICENSE AND TAX FEES		
Business License	Fee \$50.00	<p>Late Fee Charge \$10.00 for business license application received after the deadline.</p> <p>Waiver of Business License Fee The fee for a business license may be waived for three years for any business that meets the criteria for the Tax Reimbursement Incentive program as defined and administered by the Idaho Department of Commerce. Official documentation from the Idaho Department of Commerce approving the business for the TRI program shall accompany the request to waive the business license fee. The City Clerk shall waive the fee for all project that meet these criteria.</p>
City Local Option Tax	No Fee - Tax Collected per Municipal Code Title 3, Chapter 12. Credit card online processing fees will be charged at the rate assessed by the vendor.	After Due Date: Penalty - The greater of 5% of Tax Due or \$10.00 Plus 1% Interest Per Month on Tax Due
Short-Term Rental Permit Fee	\$527.00	<p>Late Fee Charge \$100.00 per day.</p> <p>Compliance: Must comply with cities Resolution #1230.</p>
Catering Permit	\$20.00 per day or as determined by Idaho Code 23-934A	

TABLE 5-B ADMINISTRATIVE SERVICES FEES

**Copying Fee
Schedule**

Cost per copy (in-house)

Black & White

\$.06/page: 8.5"x11" Single-sided

\$.06/page: 8.5"x14" Single-sided

\$.11/page: 8.5"x11" Double-sided

\$.11/page: 8.5"x14" Double-sided

\$.15/page: 11"x17" Single-sided

\$.29/page: 11"x17" Double-sided

Color

\$.65/page: 8.5"x11"

\$.65/page: 8.5"x14"

\$.85/page: 11"x17"

Cost for third party (out-of-house) copies for oversized materials which cannot be copied by the City of Ketchum:

24" X 36"

\$ 3.30/page

22" X 34"

\$ 3.00/page

Pursuant to Idaho Code §74-102(10) the Labor Rates referenced below will apply under the following conditions:

- If the request is more than one hundred (100) pages of paper records; or
- The request includes records from which nonpublic information must be deleted; or
- The actual labor associated with locating and copying documents for a request that exceeds two (2) person hours

LABOR RATES

City Administrator

Current Salary divided by 2,080 hours per year

Department Head

Current Salary divided by 2,080 hours per year

Assistant or Associate

Current Salary divided by 2,080 hours per year

City Clerk

Current Salary divided by 2,080 hours per year

Network Consultant

Current Hourly Rate

OTHER CHARGES

For providing a duplicate of a computer tape, computer disk, microfilm or similar or analogous record system containing public record information, the City of Ketchum shall charge a fee uniform to all persons that does not exceed the sum of the following:

- The City of Ketchum's direct cost of copying the information in that form, including labor at hourly rates specified above, overhead at rate specified above and cost of materials;
- The standard cost, if any, for selling the same information in the form of a publication;
- The cost of consultant services to research and copy public records request.

Payment of the applicable charges shall be made prior to the commencement of research or copying based upon the City Clerk's estimated cost for meeting the public records request.

This Resolution will be in full force and effect upon its adoption this 7th day of March, 2022.

CITY OF KETCHUM

Neil Bradshaw, Mayor

ATTEST:

Tara Fenwick
City Clerk



City of Ketchum

March 7, 2022

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Receive Update on the Ketchum Community Housing Action Plan & Conduct Public Hearing/First Reading for Local Option Tax Election Ordinance

Recommendation and Summary

City staff will provide a status update on actions to date and proposed next steps for the project. Staff would request approval of Resolution 22-018 which calls for the special election on May 17, 2022; and Public Hearing/First Reading of Ordinance 1235 outlining changes to original LOT ordinance for both allowed uses and collection rates.

Suggested Motion #1: "I move to approve Resolution 22-018."

Suggested Motion #2: "I move to conduct first reading of Ordinance 1235 by number and title only and file for second reading"

The reasons for the recommendation are as follows:

- The City Council expressed a desire for the creation of a Housing Action Plan to create additional workforce housing choices in Ketchum.
- Currently, Local Option Tax revenues cannot be used towards workforce housing projects/initiatives.
- Idaho has restricted cities from other traditional workforce housing tools such as: inclusionary zoning, rent control, real estate transfer tax, or tax incentives.
- Currently, all city revenues are funding existing operational and capital improvement needs.
- Should City Council support the Housing Action Plan, funds would either need to come from a new LOT rate or reductions in other city areas.
- The city intends to hold a May 2022 election.

Introduction and History

In October of 2022, the city kicked off the process to create the Ketchum Housing Action Plan. Agnew-Beck Consulting was retained to assist with the creation of the plan as they have extensive similar experience in several western communities. In addition, the city retained Housing Strategist Carissa Connelly to serve as local project manager.

All elements of phase one have been completed with robust community engagement conducted to provide feedback on the findings. Several elements (50%) of Phase 2 have been completed (draft vision, strategic framework, goals/actions).

Staff has recently completed the second round of three listening sessions with affected business owners regarding both the findings of the plan as well as the potential changes to LOT collection. Staff also conducted a focus group of Ketchum registered voters. Staff will review the findings via a PowerPoint during Monday's meeting. There was strong support for a draft Housing Action Plan as well as changes to LOT collection rates to fund the implementation. The main discussion point is whether any collection rate should occur to retail. If so, how much.

Sustainability Impact

Adequate community housing decreases the occurrence of trip generation and associated greenhouse gases.

Financial Impact

The chart below illustrates three rate change scenarios and the fiscal impact based on the last full fiscal year.



HOUSING MATTERS

Ketchum Action Plan

		Scenario #1 – Parity with Sun Valley				Scenario #2				Scenario #3			
FY21 Sales	Current %	Potential Housing LOT Revenue		New Total Ketchum City LOT	Total w/ 6% State Tax	Potential Housing LOT Revenue		New Total Ketchum City LOT	Total w/ 6% State Tax	Potential Housing LOT Revenue		New Total Ketchum City LOT	Total w/ 6% State Tax
Retail**	2%	\$1,235,247	1%	3%	9%	\$0	0%	2%	8%	\$308,812	.25%	2.25%	8.25%
Lodging	3%	\$349,254	1%	4%	12% (+2%)*	\$698,508	2%	5%	13% (+2%)*	\$698,508	2%	5%	13% (+2%)*
Liquor	3%	\$686,764	1%	4%	10%	\$1,373,527	2%	5%	11%	\$1,373,527	2%	5%	11%
Building	2%	\$0	0%	2%	8%	\$481,360	1%	3%	9%	\$481,360	1%	3%	9%
		\$2,271,265				\$2,553,395				\$2,862,207			

*additional 2% state tax

**excluding groceries and automobile purchases

Attachments:

1. Ketchum Housing Action Plan overview
2. Resolution 22-018
3. Ordinance 1235

**CITY OF KETCHUM
RESOLUTION NO. 22-018**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO, CALLING AN ELECTION FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE CITY THE QUESTION OF ADOPTING A LOCAL OPTION TAX ORDINANCE AMENDMENT MODIFYING THE PURPOSES FOR WHICH LOCAL OPTION TAX REVENUES MAY BE USED TO ADD “WORKFORCE HOUSING PROVISION AND SUPPORT” AS AN AUTHORIZED USE, AND TO INCREASE AND ADD CERTAIN LOCAL OPTION TAXES ON LODGING, LIQUOR-BY-THE-DRINK, AND BUILDING MATERIALS; ESTABLISHING THE DATE OF THE ELECTION; PROVIDING FOR ADMINISTRATION OF THE ELECTION; APPROVING A FORM OF BALLOT PROPOSITION; PROVIDING FOR REGISTRATION OF VOTERS; PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Ketchum, Idaho (the “City”), is a municipal corporation duly organized and operating under the laws of the State of Idaho; and

WHEREAS, Sections 50-1044 to 50-1049, inclusive, Idaho Code, as amended, authorize the voters of resort cities (as defined in Section 50-1044, Idaho Code) to authorize their city government to adopt, implement and collect local-option non-property taxes; and

WHEREAS, it has been determined by the City Council of the City (the “Council”) that the City is a resort city and has a population less than 10,000; and

WHEREAS, the Council has determined that visitors and travelers to the City place an undue burden upon the taxpayers of said City and that the question of the imposition of a local-option non-property tax has been presented to the voters of the City; and

WHEREAS, the City has adopted a local option tax ordinance, Ordinance 712, that was approved by voters on November 20, 1997, authorizing the collection of local option taxes as provided for under Title 50, Chapter 10, Idaho Code, and which was extended on November 8, 2011, by voter approval of Ordinance No. 1090 which amended Ordinance 712, to provide for an additional fifteen (15) years through December 31, 2027; and

WHEREAS, the Council has determined that it is desirable to seek voter approval to add a further purpose, workforce housing support, for which the local option tax revenues derived may be used, and to increase and add certain local option nonproperty sales tax on lodging, liquor-by-the-drink, and building materials; and

WHEREAS, the local-option non-property tax and its purposes cannot be adopted, implemented or collected without the assent of a sixty percent (60%) majority of the qualified electors of the City voting in an election called for such purpose; and

WHEREAS, the Council has determined to call and the County will conduct an election for the aforesaid purposes as required by Sections 50-1044 to 50-1046, Idaho Code.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KETCHUM as follows:

Section 1: LOCAL-OPTION NONPROPERTY TAX

A. The Council hereby finds, determines, and declares that the City of Ketchum has a population not in excess of 10,000 according to the most recent census and is a city that derives

the major portion of its economic well-being from people catering to recreational needs and meeting needs of people traveling to the destination City for an extended period of time; that the City has a significant economic dependence upon visitors and travelers passing through or staying in the community and the City; and, that said visitors and travelers require services of the City which place an undue burden upon the taxpayers of the City.

B. Subject to the approval of the local option non-property tax by the qualified electors voting at the election for which provision is hereinafter made, Ordinance No. 1235 adopted on _____ pursuant to the provisions of Sections 50-1046 to 50-1047, Idaho Code, as amended, shall take effect June 1, 2022, after the canvass of the returns of the regular election and compliance by the City with Section 50-1047, Idaho Code. Said Ordinance is attached hereto as Exhibit “A” and provides as follows:

- (A) The local option non-property tax revenue derived from and collected under the City Local Option Tax Ordinance, Ordinance 712 as extended by Ordinance 1090, shall be further amended to add the following purpose to Section 5: Workforce Housing Provision and Support.
- (B) The local option non-property sales taxes shall be increased by an additional two percent (2%) on lodging, an additional two percent (2%) on liquor-by-the-drink sales, and an additional one percent (1%) on building materials, excluding such supplies for workforce housing projects.

Section 2: SPECIAL ELECTION

A special election is hereby called within the City to be held on Tuesday, May 17, 2022, for the purpose of enabling the qualified electors of the City to vote upon the proposition set forth in Section 4 hereof. The ballot proposition for the special election shall be separate from any other ballot measure being submitted to the electors on the date of the election. Only those qualified electors of the City casting valid ballots upon the proposition set forth in Section 4 of this Resolution shall be counted in determining the number of qualified electors voting at or participating in the election.

Section 3: ADMINISTRATION OF ELECTION

The administration of the election shall be conducted in accordance with Chapter 4 of Title 50 of Idaho Code, Chapter 14 of Title 34 of Idaho Code, and in accordance with this Resolution. The supervision and administration of the election and election laws shall be by the County Clerk as chief elections officer, in accordance with Idaho Code §50-403.

Section 4: BALLOT PROPOSITION

The ballot proposition for the election shall be in substantially the following form:

INSTRUCTIONS: Vote on the following question by placing an X in the square according to the way you desire to vote on that question. If you, by mistake or accident, tear, deface, wrongly mark or otherwise mutilate this ballot, return it to the election judge and get another.

Local Option Tax

Shall the City of Ketchum support workforce housing by adopting proposed Ordinance No. 1235 to:

1. add “Workforce Housing Provision and Support” to the list of authorized purposes for which local option tax revenues may be used, and
2. increase the local option tax rates in the City of Ketchum by an additional two percent (2%) on hotel/motel room and short-term rental (30 days or less) occupancy; an additional two percent (2%) on liquor-by-the-drink sales; and an additional one percent (1%) on building materials, excluding materials for workforce housing projects?

There is no proposed increase on the retail sales tax rate.

☐

YES

☐

NO

Ordinance No. 1235 was adopted by the Ketchum City Council on _____, 2022, but will only be effective upon approval of sixty percent of the registered voters that vote on this ballot.

Section 5: QUALIFIED ELECTORS

Every person eighteen (18) years of age or older, who at the time of the specified election is a United States citizen who has been a legal and bona fide resident of the City for at least 30 days immediately preceding the date of the election, if properly registered as required by law, shall be qualified to vote at said election.

Section 6: REGISTRATION

All electors must be registered to vote at said election. Voter registration shall be conducted pursuant to the provisions of Section 34-1402, Idaho Code.

No qualified elector who is duly registered as a voter, and who continues to reside at the same address or within the same precinct in which he or she is registered, shall be required to re-register.

Persons who are eligible to vote may register for the election at the office of the Blaine County Clerk. Any elector who will complete his or her residence requirement or attain the requisite voting age during the period when the register of electors is closed may register prior to the closing of the register.

Any person who is eligible to vote may register on election day by appearing in person at the polling place established for the election, by completing a registration card, making an oath on the form prescribed by law, and providing proof of residence in the manner provided by Section 34-408A, Idaho Code, as amended.

Section 7: OFFICERS AUTHORIZED

The officers of the City are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Resolution.

Section 8: RATIFICATION

All actions heretofore taken, not inconsistent with the provisions of this Resolution, by the Mayor and Council directed toward the holding of the election called for herein, are hereby ratified, approved, and confirmed.

DATED this ____ day of _____ 2022.

CITY OF KETCHUM

By
Neil Bradshaw, Mayor

ATTEST:

Tara Fenwick, City Clerk

**CITY OF KETCHUM
ORDINANCE NUMBER 1235**

AN ORDINANCE OF THE CITY OF KETCHUM, IDAHO, AMENDING ORDINANCE 712, AS PREVIOUSLY AMENDED, WHICH PROVIDES FOR THE IMPOSITION OF LOCAL OPTION TAXES (LOT); PROVIDING FOR A BALLOT; AMENDING KETCHUM MUNICIPAL CODE 3.12.050 TO ADD TO AUTHORIZED USES OF LOT FUNDS AND INCREASING CERTAIN LOT AMOUNTS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; PROVIDING A REPEALER CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Ketchum is authorized to collect certain local option taxes (LOT) pursuant to Ordinance 712, as amended by Ordinances 1090, 1097, and 1108 (collectively City LOT Ordinance).

WHEREAS, the City of Ketchum has determined it is in the best interests of the public to amend the City LOT Ordinance to add an additional authorized use, Workforce Housing Provision and Support, to the list of purposes for which LOT revenues may be used.

WHEREAS, the City of Ketchum has determined it is in the best interest of the public to increase certain of the current rates of LOT.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO:

SECTION 1. BALLOT. The following ballot shall be submitted to the registered voters of the City of Ketchum at the May 17, 2022 election and the City LOT Ordinance shall be further amended as provided if that the ballot is approved by sixty percent of the registered voters that vote on such ballot:

SPECIAL NON-PROPERTY TAX ELECTION

**CITY OF KETCHUM
STATE OF IDAHO
May 17, 2022**

Local Option Tax

Shall the City of Ketchum support workforce housing by adopting proposed Ordinance No. 1235 to:

1. add "Workforce Housing Provision and Support" to the list of authorized purposes for which local option tax revenues may be used, and
2. increase the local option tax rates in the City of Ketchum by an additional two percent (2%) on hotel/motel room and short-term rental (30 days or less) occupancy; an additional two percent (2%) on liquor-by-the-drink sales; and an additional one percent (1%) on building materials, excluding materials for workforce housing projects?

There is no proposed increase on the retail sales tax rate.

☐ **YES**

☐ **NO**

Ordinance No. 1235 was adopted by the Ketchum City Council on _____, 2022, but will only be effective upon approval of sixty percent of the registered voters that vote on this ballot.

City of Ketchum Ordinance No. 1235

SECTION 2. Ketchum Municipal Code 3.12.050, is amended as follows if approved by the registered votes of the City of Ketchum pursuant to the ballot designated above:

3.12.050: PURPOSES FOR WHICH THE REVENUES DERIVED FROM NONPROPERTY TAXES SHALL BE USED:

The nonproperty tax revenue derived from and collected under this chapter shall be used for the following purposes:

- A. Municipal transportation.
- B. Open space acquisition and recreation.
- C. Capital improvements: roads, water, sewer, parking, Ore Wagon Museum.
- D. Emergency services: police, fire, ambulance.
- E. City promotion, visitor information and special events.
- F. Property Tax relief.
- G. Direct costs to collect and enforce the tax.
- H. Maintaining and increasing air service to Friedman Memorial Airport
- I. Workforce housing provision and support.

SECTION 3. The City LOT Ordinance is further amended to increase and add the following local option nonproperty tax rates:

- A. An additional two percent (2%) hotel-motel room occupancy sales tax on receipts from all short-term rental (30 days or less) charges for hotel rooms, motel rooms, condominium units, tourist homes, or other sleeping accommodations or living units
- B. An additional two percent (2%) liquor-by-the-drink sales tax on all sales at retail of liquor-by-the-drink, including liquor, beer, wine, and all other alcoholic beverages, for consumption on the premises or at event or activity in the City of Ketchum
- C. An additional one percent (1%) building materials sales tax on building materials, excluding such supplies and materials for workforce housing projects.

SECTION 4. SEVERABILITY CLAUSE. If any paragraph, part, section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid for any reason by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 5. PUBLICATION. This Ordinance shall be published once in the official newspaper of the City.

SECTION 6. REPEALER CLAUSE. All City code sections, ordinances or resolutions or parts thereof, which are in conflict herewith are hereby repealed.

SECTION 6. EFFECTIVE DATE. This Ordinance shall be in full force and effect on June 1, 2022, after voter approval, passage by City Council and Mayor, and publication according to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO, and approved by the Mayor
this ____ day of ____, 2022.

Neil Bradshaw, Mayor

ATTEST:

Tara Fenwick
City Clerk

City of Ketchum Ordinance No. 1235

WHITE PETERSON

ATTORNEYS AT LAW

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WM. F. GIGRAY, III
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MATTHEW A. JOHNSON
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** Also admitted in WA

March 2, 2022

To: Mayor and City Councilmembers
City of Ketchum
Delivered electronically

From: Brian T. O'Bannon and Matthew A. Johnson, White Peterson

Re: Cities/SVWSD/SVC Term Sheet Re: Big Wood River GWMA Management Plan –
Legal Analysis and Recommendations

Introduction:

The Cities/SVWSD/SVC Term Sheet is an attachment to a ground water management plan for the Big Wood River Ground Water Management Area that contains certain commitments for cities and other entities in the Wood River Valley that use ground water for purposes other than irrigation. The Cities/SVWSD/SVC Term Sheet has already been approved by the City of Bellevue, City of Hailey, the Sun Valley Company and the Sun Valley Water and Sewer District. The Idaho Department of Water Resources (IDWR) is requesting approval of the Term Sheet by the City of Ketchum.

Legal Considerations:

Conjunctive administration of ground water rights and surface water rights has been a subject of concern for the IDWR since the 1980s, when it became clear that surface water sources and ground water sources are hydrologically linked and that ground water pumping can deplete surface water levels, resulting in injury to holders of surface water rights. The IDWR adopted the Conjunctive Management (CM) Rules in 1994 in order to provide an orderly administrative process for conjunctively administering ground water and surface water rights. Conjunctive administration remains a challenge, however, due to the complex geological relationship between aquifers and surface streams.

A. Big Wood River Ground Water Management Area

The Big Wood River Ground Water Management Area (BWRGWMA) was formed in 1991 pursuant to I.C. § 42-233b, which provides that the director of the Idaho Department of Water Resources may designate a ground water management area for any ground water basin

which the director “has determined may be approaching the conditions of a critical ground water area.” The BWRGWMA was formed primarily to address concerns that groundwater pumping was depleting surface water flows and injuring the rights of surface water users. The IDWR implemented a moratorium on further development of ground water in the Wood River Valley around that time. In 2013, following adjudication and decree of water rights in Basin 37, the administrative unit that includes the Wood River Valley, IDWR ordered the inclusion of ground water rights in Water District 37 to facilitate conjunctive administration of ground water and surface water rights. In recent years, low water years have become more frequent and the issue of conjunctive administration has become more urgent. A group of senior surface water users filed a delivery call against ground water users in 2015, and again in 2017. However, no ground water management plan or mitigation plan was developed in response to these actions.

The City of Ketchum, like other cities in the Wood River Valley, relies on groundwater pumping for its municipal water supply. The City’s groundwater rights have priority dates ranging from the 1950s to the 1980s, and are therefore junior to surface water rights used for irrigation throughout Basin 37. Like other junior groundwater users, the City’s groundwater pumping is hydrologically connected to surface water flows, particularly in the Big Wood River, and could theoretically impact the availability of water to downstream senior surface water users.

B. Basin 37 Administrative Proceeding

Negotiations for a groundwater management plan began as a result of the Basin 37 Administrative Proceeding commenced by the Director of the IDWR in May 2021. The Director initiated the proceeding in response to indications that 2021 would be an especially low water year. Notice of the administrative hearing was served on May 4, 2021 to holders of groundwater rights in Basin 37. While notice was given to all holders of groundwater rights in Basin 37, the proceeding focused on the area south of Bellevue known as the “Bellevue Triangle.” Unlike in previous proceedings involving conjunctive administration of groundwater and surface water rights in Basin 37, no delivery call was filed by senior users and the Director did not proceed under the CM Rules. Instead, the Director proceeded under I.C. § 42-237a.g., which he claimed granted him authority to curtail any groundwater right if he found there was insufficient water to fulfill that right. A hearing was held June 7-12, 2021. The factual question at issue at the hearing was whether groundwater pumping in the Bellevue Triangle depleted flows in Silver Creek and the Little Wood River, resulting in material injury to holders of senior surface water rights on those streams.

While groundwater users in the upper Wood River Valley, including the cities of Ketchum, Hailey and Bellevue, the Sun Valley Company, and the Sun Valley Water and Sewer District, were not directly targeted by the proceeding, the Director permitted them to participate due to the common questions of law and fact that may apply in a future proceeding targeting other groundwater users in Basin 37. Following the hearing, the Director entered an order summarily curtailing over 300 ground water rights in the Bellevue Triangle area effective July 1, 2021.

Negotiations for a mitigation plan continued between the groundwater districts and the surface water users. In a letter to Governor Brad Little and Speaker Scott Bedke, the Director

stated that he was willing to allow resumption of ground water diversions in the Bellevue Triangle upon certain conditions, including a written mitigation plan between groundwater users whose water had been curtailed and senior surface water users and a written agreement to “negotiate in good faith to mutually develop and submit to the Director, by December 1, 2021, a ground water management plan for the entire Wood River Basin that will address future injury to senior priority surface water rights caused by ground water pumping.” In accordance with these conditions, the mitigation plan included an agreement to submit a ground water management plan to the Director by December 1, 2021. If a plan was not submitted, it was agreed that the Director “will resume the Basin 37 proceedings to determine what actions he should take to ensure that groundwater diversions within the ‘Wood River Basin’ don’t negatively affect surface water use.”

C. The Big Wood River GWMA Management Plan

Under I.C. § 42-233b, when a ground water management area is designated, the director “may approve a ground water management plan for the area.” The ground water management plan “shall provide for managing the effects of ground water withdrawals on the aquifer from which withdrawals are made and on any other hydraulically connected sources of water.” Thus, a ground water management plan is intended to (1) prevent depletion of the aquifer and (2) manage the effects of groundwater pumping on surface water. The Big Wood River GWMA Management Plan is intended to conserve water and enhance water supply in Basin 37.

The parties to the Plan include surface water users in Basin 37 represented by the Big Wood Canal Company (BWCC) and Big Wood and Little Wood Water Users Association (BWLWWUA); ground water irrigation users represented by the Galena Ground Water District (GGWD) and South Valley Ground Water District (SVGWD); the Cities of Ketchum, Hailey, and Bellevue (Cities); the Sun Valley Company (SVC) and the Sun Valley Water and Sewer District (SVWSD). Under the Plan, the groundwater districts will be required to fallow irrigated acreage, observe season of use limitations, and may be subject to additional self-curtailement of consumptive use if necessary to meet streamflow targets. The Plan also provides for additional curtailment of consumptive use and delivery of storage water in dry years. These parts of the Plan don’t apply to the Cities, except to the extent that the Cities’ contributions to the CIEF fund established under the Plan may be used to purchase storage water in dry years.

The Plan has a three-year term commencing with the 2022 water year and continuing through the 2024 water year. Idaho Code § 42-233b provides that “Water rights holders participating in an approved ground water management plan shall not be subject to administration on a time priority basis so long as they are in compliance with the ground water management plan.” Thus, participation in the plan will protect junior groundwater users from curtailment during the term of the plan.

D. City/SVC/SVWSD Term Sheet

The Cities, SVC, SVWSD, BWCC, and BWLWWUA are parties to a separate term sheet that is attached to the main term sheet as Appendix A. This term sheet was negotiated separately between the Cities, Sun Valley Company, the Sun Valley Water and Sewer District, and the

representatives of surface water users due to the differences in patterns of water use and the lesser impact that these entities have on surface water supplies. The City/SVC/SVWSD Term Sheet contains most of the commitments the Cities will make under the Plan. To the extent there is any conflict between Appendix A and the main term sheet, Appendix A will control with respect to the parties to Appendix A.

The commitments parties to the City/SVC/SVWSD Term Sheet make include the following:

- A contribution of \$10 per acre foot of groundwater diversions to the Conservation, Infrastructure, and Efficiency Fund (CIEF) established under the plan. The CIEF will be used to fund infrastructure and efficiency improvements in water systems in the basin and may be used to pay for storage water delivery to seniors in dry years. A CIEF committee will determine how the funds are spent.
- A contribution of \$3.60 per acre foot of groundwater diversions to cloud seeding projects undertaken by Idaho Power that benefit water users in Basin 37.

The plan also includes commitments to continue to investigate conservation measures and potential recharge projects.

For the first year, contributions to the CIEF and the cloud seeding projects are based on the average groundwater diversions of the entity for the years 2016-21 as set forth in Table 1 in the Term Sheet. The Term Sheet provides for recalculation of the five-year average ground water diversions each year, so the payments may increase or decrease depending on the level of ground water diversions during the term of the Plan.

Financial Impact:

The first year of payments into the CIEF and cloud seeding program will be based on the calculated average ground water diversions for the City of Ketchum as set forth in the Term Sheet, which is 3137.36 AF. The contribution to CIEF for 2022 would be approximately \$31,374, and the contribution to cloud seeding would be approximately \$11,294. In 2023 and 2024, the five-year average of groundwater diversions will be recalculated, and the contributions could increase or decrease depending on the recalculated five-year average.

Recommendations:

The primary benefit of the BWRGWMA Management Plan is that it effectively provides “safe harbor” from curtailment to all parties “who implement their respective obligations as described in an approved Management Plan.” This safe harbor provision will ensure that there are no threats to the City’s water supply from holders of senior water rights or administrative proceedings before IDWR for the next three years. Failure to approve the plan would expose the City to potential delivery calls of seniors and/or renewed administrative proceedings before IDWR, which would be costly to defend and could result in curtailment of portions of the City’s groundwater diversions.

An additional benefit of the Plan is that it will provide time to resolve legal issues concerning the Director's decision to invoke I.C. § 42-237a.g. as authority to conduct a summary proceeding for conjunctive administration of groundwater and surface water rights. There are numerous legal questions concerning the legality of the Director's actions that are currently on judicial review before the District Court of the Fifth Judicial District, which hears appeals from decisions of IDWR. The decision of the district court will likely be appealed to the Idaho Supreme Court, and a final resolution of these issues is likely to take 1-2 years. Among the issues to be resolved is whether the Director can ignore the Department's conjunctive management rules and engage in conjunctive administration in the manner of the Basin 37 proceeding. The resolution of these issues will provide greater clarity to the parties in future negotiations over conjunctive management of surface water and ground water rights.

Conclusion:

It is recommended that the City Council approve the resolution authorizing the Big Wood River Ground Water Area Management Plan.

CITY OF KETCHUM
RESOLUTION NO. 22-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KETCHUM, BLAINE COUNTY, STATE OF IDAHO, MAKING CERTAIN FINDINGS; AUTHORIZING THE MAYOR TO SIGN ON BEHALF OF THE CITY OF KETCHUM THE BIG WOOD RIVER GROUND WATER MANAGEMENT AREA ADVISORY COMMITTEE GROUNDWATER MANAGEMENT PLAN TERM SHEET; AUTHORIZING COUNSEL FOR THE CITY OF KETCHUM TO APPROVE AS TO FORM AND CONTENT THE CITIES/SVWSD/SVC TERM SHEET RE: BIG WOOD RIVER GWMA MANAGEMENT PLAN; DIRECTING THE CITY CLERK; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED by the City Council of the City of Ketchum, Blaine County, State of Idaho:

Section 1. Findings

The City Council finds that a management plan has been negotiated for the Big Wood River Ground Water Management Area by the various parties holding ground water rights and surface water rights in the Management Area; that the Plan includes a term sheet designated the Cities/SVWSD/SVC Term Sheet Re: Big Wood River GWMA Management Plan that requires certain contributions from the City to funds that will enhance conservation and water supply in the Management Area; that the Plan will be in effect for a period of three years; that approval of the Plan by the City will protect the City's water supply from possible curtailment during the term of the Plan; and that it is in the best interests of the City to approve the Big Wood River Ground Water Management Plan and the Cities/SVWSD/SVC Term Sheet.

Section 2. Authorizing the Mayor and Counsel for the City of Ketchum

The Mayor is hereby authorized to sign the Big Wood River Ground Water Management Area Advisory Committee Groundwater Management Plan Term Sheet on behalf of the City of Ketchum. Brian T. O'Bannon is authorized to sign as counsel for the City of Ketchum the approval of the Cities/SVWSD/SVC Term Sheet as to form and content.

Section 3. Directing the City Clerk

The City Clerk is hereby directed to file this Resolution forthwith in the official records of this City.

Section 4. Effective Date

This resolution shall be in full force and effect upon its passage.

PASSED AND ADOPTED by the Council of the City of Ketchum this ____ day of March, 2022.

ATTEST

Neil Bradshaw, Mayor
City of Ketchum

Tara Fenwick, City Clerk

**CITIES/SVWSD/SVC TERM SHEET RE:
BIG WOOD RIVER GWMA MANAGEMENT PLAN**

This term sheet describes participation in a management plan for the Big Wood River Ground Water Management Area (“GMWA”) by the Cities of Bellevue, Hailey, and Ketchum (collectively, the “Cities”), Sun Valley Water & Sewer District (“SVWSD”), and Sun Valley Company (“SVC”) for a term of three years, upon which the plan shall be reevaluated by the parties. For purposes of Paragraph 10 below, the parties (“Parties”) to this term sheet are Cities, SVWSD, SVC, Big Wood Canal Company (“BWCC”), and the Big Wood and Little Wood Waters Users Association (“BWLWWUA”). This term sheet shall be part of a GWMA Management Plan (“GWMA Plan”) for Basin 37 and is not effective unless a GWMA Plan is adopted by the Director of IDWR. The Cities, SVWSD, and SVC do not waive any claims or defenses with respect to their respective water rights or water uses or their potential groundwater pumping impacts on surface waters.

This term sheet addresses the Cities’, SVWSD’s, and SVC’s contributions to the GWMA Plan only for the Cities’ and SVWSD’s municipal water rights and SVC’s commercial water right for snowmaking at River Run. A list of these water rights is included as Attachment 1. The Cities of Hailey and Ketchum are members of the Galena Ground Water District with respect to their irrigation water rights, and their irrigation under those rights would be addressed in any GWMA Plan applicable to Galena Ground Water District. Pursuant to Idaho Code Section 42-233b, the Cities’, SVWSD’s, and SVC’s non-irrigation water rights will not be subject to administration on a time priority basis so long as the Cities, SVWSD, and SVC are in compliance with an approved groundwater management plan.

Aside from naturally occurring low snowpack and low runoff events, surface water diversions and agricultural irrigation groundwater pumping are the largest contributors to streamflow reductions in the Big Wood River, Silver Creek, and the Little Wood River. The Cities’, SVWSD’s, and SVC’s pumping under their respective non-irrigation groundwater rights represents a small fraction of total groundwater pumping in the GWMA according to the Wood River Valley Groundwater Flow Model v. 1.1. These figures are summarized in Table 1 below:

Table 1			
Area/Entity	2016-2021 Average Annual GW Pumping (Acre Feet)	% of GWMA Model Domain	Source
Total GWMA Pumping (1995-2014)			
WRV1.1 Model Area	47,525	--	Irr season GW CU / on-farm efficiency + Nov-Mar pumping
Non-Irrigation Pumping by SVC, Cities, and SVWSD (2016-2020)			
Sun Valley Company	270.82	0.6%	WMIS No. 1000705
City of Bellevue	377.43	0.8%	WMIS Nos. 1000846, 1000847

City of Ketchum	3137.36	6.8%	WMIS Nos. 1000862, 1000863, 1000864, 1000865, 1000901, 1003175
City of Hailey	1606.62	3.4%	WMIS Nos. 1000850, 1000852, 1001308, 1001309, 1001310, 1001311
SVWSD	3101.22	6.5%	WMIS Nos. 1000868, 1000869, 1000870, 1000871, 1000872, 1000873, 1000874, 1000875, 1000883, 1001247, 1001267, 1001268, 1001346
Total	8493.45	17.9%	

After discussions with BWCC and BWLWWUA, there is consensus that there are few opportunities available at this time for the Cities, SVWSD, and SVC to mitigate their groundwater pumping impacts to the Big Wood River. The Cities, SVWSD, and SVC agree that limiting or reducing their groundwater diversions (and consumptive use) should be promoted to the extent practicable. After consultation with BWCC and BWLWWUA, the Cities, SVWSD, and SVC will participate in a GWMA Plan as follows:

1. Starting in 2022, and every year thereafter, by January 31 for the three-year term of the GWMA Plan approved by the Director of IDWR, the Cities, SVWSD, and SVC each will contribute \$10 per acre-foot¹ of their average annual non-irrigation groundwater diversions (based on a 5-year rolling average of prior diversions) to an account known as the Conservation and Infrastructure, Efficiency Fund (“CIEF Fund”), as more broadly described in the GWMA Plan. The monies contributed to the CIEF Fund by the Cities, SVWSD, and SVC should be used for infrastructure improvements and other permanent measures and may be used for purchasing storage water. The first year’s payment shall be based on the pumping volumes described in Table 1, above. Table 1 shall be updated annually to account for a continuing 5-year rolling average of prior diversions. When the Cities, SVWSD, and SVC make their contribution, they shall also provide to the GWMA Advisory Committee and the CIEF Fund Committee a short report detailing the Cities’, SVWSD’s, and SVC’s respective non-irrigation rights and the measured withdrawals associated with those rights for the prior five years in order to explain the financial contribution to the CIEF Fund.
2. Any projects or storage water purchases funded by the monies contributed to the CIEF Fund by the Cities, SVWSD, and SVC, as described above, shall be approved by the CIEF Fund Committee. The CIEF Fund Committee shall be comprised of an equal number of surface water right holders and ground water right holders in the Water District 37 who are

¹ This \$10 per acre-foot figure is based on a proposal by Carl Pendleton. The Cities, SVWSD, and SVC understand that \$10 per acre foot is the average annual amount Big Wood Canal Company shareholders pay in annual assessments based on reservoir releases.

elected/appointed in accordance with the bylaws of the CIEF Fund Committee.

3. For the three-year term of the GWMA Plan, Cities, SVWSD, and SVC will annually contribute \$3.60 per AF² of their respective average annual non-irrigation groundwater diversions (based on a 5-year rolling average of prior diversions) to cloud seeding projects undertaken by Idaho Power that directly benefit the Big Wood River Basin, which funds will be used only for specific cloud seeding projects approved by the Committee (in consultation with Idaho Power and IDWR);
4. Cities', SVWSD's, and SVC's contributions to the CIEF Fund and cloud seeding projects shall be recalculated each year based on the prior 5-year rolling average of non-irrigation groundwater diversions according to WMIS data or other data deemed reliable by the Committee;
5. Cities and SVWSD will continue to implement water conservation measures they deem reasonable and appropriate under their respective circumstances, such as, but not limited to: (i) promoting connection to municipal water systems for uses otherwise authorized under I.C. § 42-111; (ii) adopting tiered rate structures to incentivize less water use; (iii) imposing timing and other restrictions for residential irrigation; (iv) enacting ordinances with maximum lot size and irrigated area targets for new development; and (v) approving development-specific conservation requirements;
6. Cities, SVWSD, and SVC will schedule a meeting with local environmental groups within 60 days of a full GWMA Plan being approved by the Director to investigate potential additional water conservation measures that could be implemented;
7. Cities, SVWSD, and SVC will investigate potential recharge projects to benefit the Big Wood River above Magic Reservoir, which projects may utilize existing water rights held by the Cities, SVWSD, and SVC as well as potential new appropriations of excess Big Wood River flows (i.e. flows existing in years that Magic Reservoir fills and/or releases water for flood control);
8. Cities', SVWSD's, and SVC's contributions to the CIEF Fund must be re-evaluated each year by the Committee to ensure that future contributions are necessary for the purposes set forth in paragraph 2 above;

² This \$3.60 per acre-foot figure is based on information provided by Idaho Power on the average cost per acre-foot of water produced from its cloud seeding program.


9. Cities, SVWSD, and SVC shall not be required to contribute to the CIEF Fund or cloud seeding projects following the termination of any GWMA Plan these terms are incorporated into;
10. Pursuant to Idaho Code Section 42-233b, Idaho Code Section 42-237a.g., and the *Rules for Conjunctive Management of Surface and Ground Water Resources*, IDAPA 37.03.11, the Parties agree that so long as the Cities, SVWSD, and SVC are in compliance with the measures set forth in this term sheet, the Cities', SVWSD's, and SVC's non-irrigation water rights will not be subject to delivery calls or administration on a time priority basis; and
11. Subsequent to any termination of a GWMA Plan these terms are incorporated into, Cities, SVWSD, and SVC shall proportionally be entitled to seek credit (as determined by IDWR) in the event of water rights administration or delivery calls for every additional acre-foot of water capable of delivery to senior surface water users attributable to cloud seeding they funded or infrastructure improvements or other permanent measures funded by the CIEF Fund. At such time a credit is requested, any party is entitled to contest the credit being awarded with the determination by IDWR in their sole discretion.

The Cities, SVWSD, and SVC shall be subject to the terms set forth above only upon their incorporation into a GWMA Plan approved by the Director of IDWR. No party shall be bound by this term sheet upon its termination on December 31, 2024.

The effective date of this term sheet is January 20, 2022.

Signatures Of Counsel On Following Page

Approved as to form and content by counsel for the Parties.

 1/27/2022

Chris M. Bromley Date
Attorney for Sun Valley Company

J. Evan Robertson Date
Attorney for Sun Valley Water & Sewer Dist.

Michael P. Lawrence Date
Attorney for City of Hailey

Candice M. McHugh Date
Attorney for City of Bellevue

Brian T. O'Bannon Date
Attorney for City of Ketchum

Chase T. Hendricks Date
*Attorney for Big Wood &
Little Wood Water Users Assn.*

W. Kent Fletcher Date
Attorney for Big Wood Canal Company